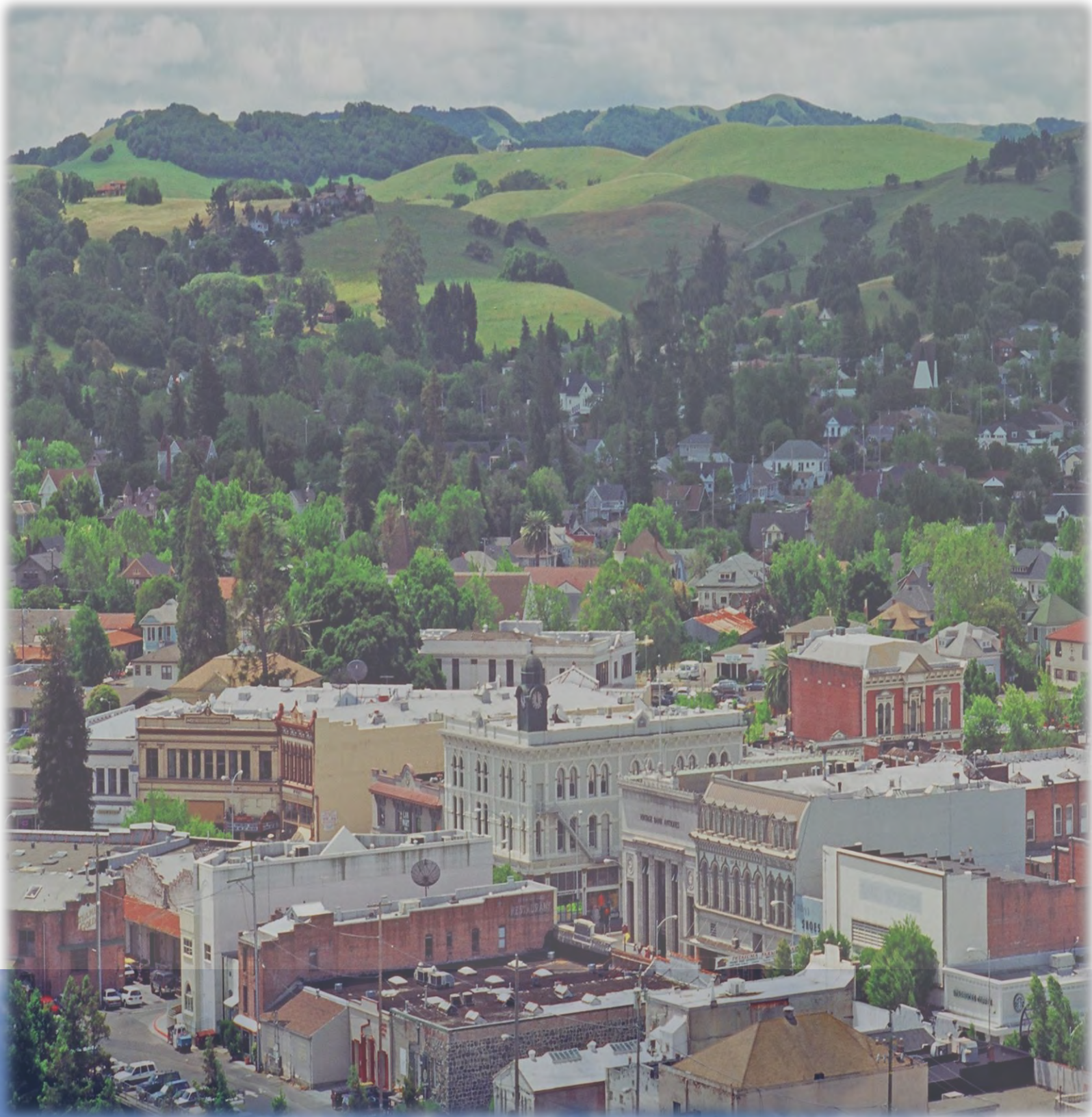




# City of Petaluma

Adopted Operating and Capital Improvement Program Budget  
FY 2023-2024







Cover and Front Page Pictures:

Photos by Scott Hess, <http://www.scotthessphoto.com/>



# City of Petaluma

## Fiscal Year 2023-2024 Adopted Operating Budget and Capital Improvement Program



### City Council

Kevin McDonnell, *Mayor*

Janice Cader Thompson, *Vice Mayor, District 1 Council Member*

Brian Barnacle, *Council Member*

Mike Healy, *Council Member*

Karen Nau, *District 3 Council Member*

Dennis Pocekay, *Council Member*

John Shribbs, *District 2 Council Member*

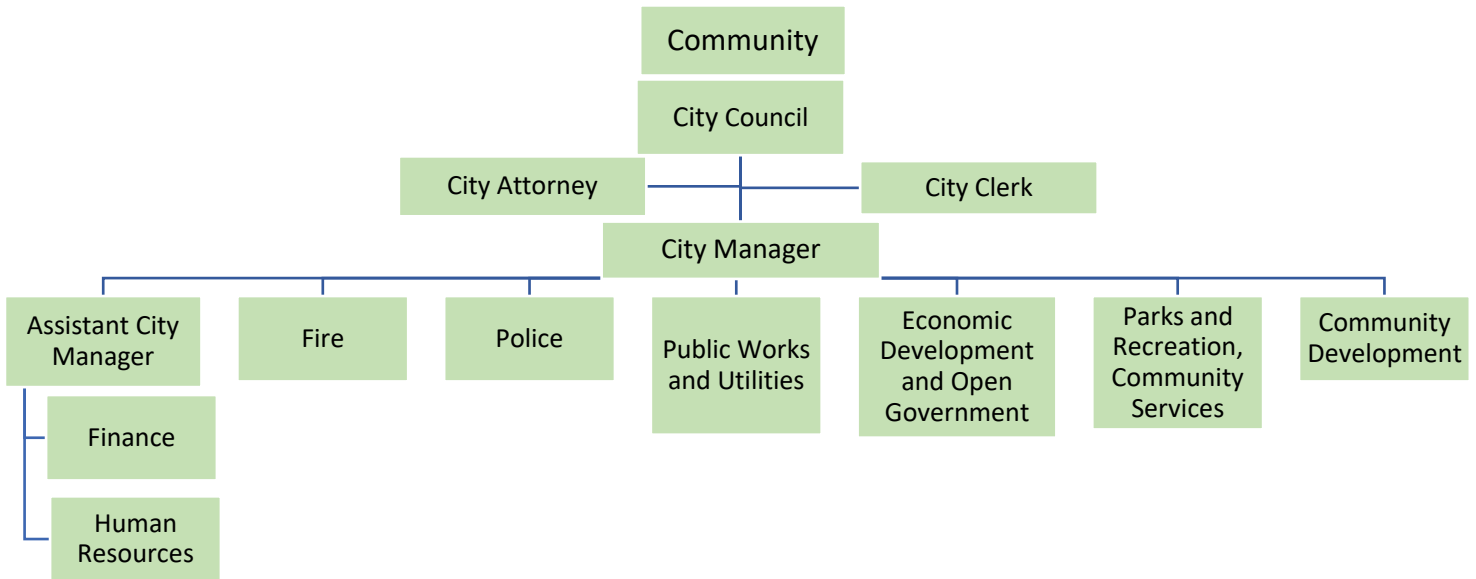
City Manager's Office (707)778-4345 [citymgr@cityofpetaluma.org](mailto:citymgr@cityofpetaluma.org)

Finance Department (707)778-4352 [finance@cityofpetaluma.org](mailto:finance@cityofpetaluma.org)

11 English Street, Petaluma CA, 94952

[www.cityofpetaluma.org](http://www.cityofpetaluma.org)

# CITY ORGANIZATIONAL STRUCTURE AND EXECUTIVE STAFF



## CITY MANAGER

PEGGY FLYNN

BRIAN COCHRAN

### **City Manager**

### **Assistant City Manager**

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

## CITY CLERK

KENDALL SAWYER

### **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 AND UTILITIES

CHRISTOPHER BOLT

### **Public Works and Utilities Director**

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

## ECONOMIC DEVELOPMENT AND OPEN GOVERNMENT

INGRID ALVERDE

### **Economic Development and Open Government Director**

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

## PARKS AND RECREATION

DREW HALTER

### **Parks and Recreation Director**

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

## COMMUNITY DEVELOPMENT

BRIAN OH

### **Community Development Director**

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





# Budget Message and Transmittal

*FY 2023-24 Operating Budget and Capital Improvement Program*

May 8, 2023

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

I am pleased to submit to you the budget for the City of Petaluma for Fiscal Year 2023/24. As I outline below, and as you will see throughout this budget document, this upcoming year will be one of continuous, exciting, groundbreaking investments in our community that will benefit Petalumans for generations to come. In thinking about how to succinctly summarize the theme of this year's budget, I believe **People-Powered Petaluma** is apt!

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

Some positive trends we are seeing for our upcoming Fiscal Year 2023/24:

- **General Fund Sales Tax** - FY 24 Sales Tax is estimated at \$16.5M – 3.6% greater than the FY 23 revised budget. We fortunately experienced a strong recovery and growth through FY 22 and are continuing to see that in this current fiscal year. We have reached pre-pandemic sales tax revenue levels. While we forecast moderate growth in the next fiscal year, we do remain conservative given the uncertainty in the economy - high inflation, workforce challenges, world events, etc.
- **Measure U Sales Tax** - FY 24 Measure U Sales Tax is estimated at \$15.7M – 6% greater than FY 23 revised budget. We are expecting to end FY 23 with a higher-than-expected ending fund balance of approximately \$4.5M, which provides for increased investment in a diverse portfolio of programs and projects: ongoing road improvements, dredging, community baseball field, library fire suppression, downtown beautification and public restroom, fare free public transit program, emergency preparedness, vegetation

management, and public safety vehicle replacements, fire station/public safety building, etc.

- General Fund emergency reserves continue to be maintained at 15% of operating expenditures
- Transient Occupancy Tax (Hotel tax) revenues are recovering post Covid, albeit, not as quickly as originally expected. We remain optimistic heading into FY 24 that growth will continue, and the fund will fully recover this coming fiscal year.
- Labor negotiations ongoing - funds included in FY 24 and the five-year forecast represent estimated impact however it is unclear what the outcome will be. We continue to invest in our employees via our workforce stabilization efforts that kicked off with the implementation of Measure U, and with each budget cycle, addressing staffing needs as well as evaluating increased costs/funding options.
- New projects for the community including a new skate park, downtown beautification and public restrooms, and significant investment in water, recycled water and wastewater projects in FY 24.
- Our investment in the City-owned Fairgrounds is included and represents 1/2 of a fiscal year of estimated costs offset completely by revenues generated onsite.
- FY 24 budget does not include any new revenue sources such as cannabis, etc. We will adjust accordingly as new legislative efforts move forward and opportunities present.

Over the past two budget years, among all of the day-to-day operations that your City staff complete, we were also laser-focused on rebuilding and strengthening our infrastructure, leveraging our resources, such as Measure U, to make our community's dollars go further, and investing in our people, both within the organization and throughout our community.

With respect to managing / emerging from the COVID-19 pandemic as many may be aware, this past February the Governor revoked his COVID-19 emergency proclamation and the County and City quickly followed suit. While we should be under no illusion that COVID is vanquished entirely, I can report that we are experiencing very low infection rates within the City workforce and nearly all pandemic-related protocols have been lifted. With that said, we will continue to be vigilant on this front and implement policies as needed to ensure the health of City staff and our community at large.

Regarding the implementation of Measure U, we are going full-steam on substantial investments in our roads--\$45M over five years, and as evidenced, by the major renovation of North McDowell Blvd that is currently underway. We have strategically added staffing and support in most City departments, to ensure that Petalumans continue to receive excellent services and to allow us to complete major initiatives as directed by the City Council. Staff



compensation has been brought up to the market median in our area, to allow us to recruit and retain highly talented employees, and we are able to properly plan for annual cost-of-living adjustments so that compensation remains competitive. Finally, we have leveraged Measure U funding to obtain substantial grant funding from State and Federal agencies and invested in key City priorities, such as dredging the Petaluma River; implementing our homeless services strategic plan; and making climate-ready investments such as electric vehicle charging stations and building efficiency upgrades.

### *People-Powered Petaluma*

Petaluma is strong because of the amazing people within our community. This Fiscal Year 2023/24 budget will build upon the partnerships, relationships and investments that have made us successful and will continue to move Petaluma forward. All facets of our human capital are critical: our 60,000 individual residents; our talented and multi-faceted non-profit partners; our County government, school districts, special districts, tribal and regional collaborators; our City Council, legislators, and other elected officials; our committees, commissions and advisory boards; and of course, our City workforce. Here is a small sampling of the numerous people-centric programs and investments that you'll be seeing during this next fiscal year (we could truly take multiple pages listing all of the exciting happenings):

- Continuation of our \$1.3 million annual investment in Petaluma People Services Center's SAFE crisis intervention team, a now-critical component of our public safety response for issues that do not require a law enforcement or advance life support ambulance presence;
- New and innovative services for our residents experiencing homelessness, including a contract with HomeFirst for case management-based, focused outreach efforts and housing focused landlord recruitment efforts; and the opening of Petaluma's first Homekey project, the Studios at Montero which will provide 60 units of permanent supportive housing and on-site services for chronically homeless individuals;
- Ramped up collaboration with ReLeaf and Cool Petaluma to continue bolstering our tree canopy citywide and working with property owners on tree maintenance and care;
- Implementation of the Blue Zones program in conjunction with Petaluma Health Care District and a variety of corporate and outside funding partners; to explore improvements to community health outcomes and youth mental and physical well-being;
- Collaboration with all existing tenants of the Petaluma fairgrounds property to ensure stability for those current uses; plus, creation of a coalition of non-profit and other partners to begin imagining what is possible for the property;
- Precise and careful additions of staffing in areas to solidify some of our most important program areas: a Fire Captain dedicated to training; a Housing Specialist dedicated to

homelessness programs; a Police Department Analyst focused on CALEA certification; additional Parks staffing for our multi-faceted parks and facilities portfolio;

As a City staff, we are constantly in awe at the dedication of so many amazing Petalumans in service to their community in such a variety of ways. We aren't successful as a community without these contributions. As you will see in the subsequent departmental sections of this budget document, a key role of the City budget is as a force-multiplier – making supportive, foundational investments in people, programs and ideas to leverage all of the community's assets for the greater good.

### *Project-Focused Petaluma*

As important as our people in Petaluma are, I would be remiss without mentioning some of the many strategic infrastructure projects that we are currently undertaking--including many that will move forward in important ways in Fiscal Year 2023/24--in our \$89.5M Capital Improvement Program. With a combination of Measure U, Impact Fee Funds, Water and Wastewater Enterprise Funds, grant funding, and many other funding sources, we are making once-in-a-generation investments in virtually all categories of infrastructure to ensure Petaluma is a fun, safe, healthy, sustainable and well-functioning City for decades to come. As with our People-Powered section above, here is a sampling of the Project-Focused work that we will be doing over the next year:

- Completion of design of the Primary Influent Pump Station Sewer Main replacement. While possibly the least visible and least glamorous of capital projects, this is likely the most important piece of physical infrastructure that the City owns – ensuring that all toilet flushes every minute of every day in the City of Petaluma safely arrive at the Ellis Creek Water Recycling Facility for proper wastewater treatment;
- Safe and Complete Streets – In addition to the North McDowell project mentioned earlier, we plan at least an another \$6.7 million in pavement rehabilitation, reconstruction and “safe and complete streets” investments this fiscal year;
- Significant design work and the commencement of a new skate park at Lucchesi Park;
- Electrification of our Transit facility to accommodate EV buses;
- Completion of the long-anticipated baseball field at the Petaluma Community Sports Fields;

### *Grants, Grants, Grants*

An under-told story of the City of Petaluma over the past couple of years has been the unprecedented success we have had in securing grant funding for critical community projects – many of which will be moving forward in visible ways during this next fiscal year. While probably an understatement, I can easily say that the City has received **over \$50 million in**



**grant funding** from various County, State and Federal programs over the past year. Three substantial grants comprise over \$35 million of this investment:

- \$10 million+ for our Advanced Metering Infrastructure project for the water utility;
- \$11 million+ in federal earmarks via Congressman Huffman for improvements to the City's recycled water system; and
- \$15 million+ in investment from the State of California for our Studios at Montero Homekey project in collaboration with Burbank Housing to provide 60 units of permanent supportive housing for chronically homeless individuals.

Other grants received have helped fund: PPSC's SAFE Team; homeless encampment resolution at Cedar Grove; the People's Village non-congregate shelter project; seismic studies of City buildings; electric vehicle charging infrastructure and emergency generators at City facilities; and innumerable other projects and programs.

### *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
- City Clerk – Kendall Sawyer, Kamille Garcia, Daibel Montilla Fernandez-Bolt
- Community Development—Brian Oh, Karen Shimizu, Jerome Hoberg, Andrew Trippel, Heather Hines
- Economic Development & Open Government—Ingrid Alverde, Brendan Galten, Jamieson Bunn, Nancy Sands
- Fire—Jeff Schach, Chad Costa, Jessica Power, David Catalinotto
- Parks & Recreation—Drew Halter, Cindy Chong, Delana Bradford
- Police—Ken Savano, Brian Miller, Kate McCoy

- Public Works & Utilities—Christopher Bolt, Gina Benedetti-Petnic, Bjorn Gripenburg, Ken Eichstaedt, Alyssa Teddy, Denise Hill, Dan Herrera, Jasmine Diaz, Jared Hall, Dan Cohen

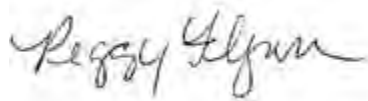
A special thanks to our Mayor and City Council for ensuring that this policy document serves all of our residents and for being strong financial stewards for our community.

### *Embracing Our Potential*

Given that our budget is the most significant policy document the City produces, I could not be more proud of the vast diversity of projects, programs, and initiatives that we are recommending for City investment and how **this \$337.5M budget continues to move Petaluma forward and lead locally, regionally, and nationally, in many ways.** With our community as our guide and the City Council as our policy leaders, we are embracing our future as a responsive, innovative, and effective municipal government organization. While priorities can shift from year to year, our resolve to deliver outstanding services, safe and sustainable infrastructure and climate-first action to our community is unwavering.

With the new opportunities that we have over the coming year to deliver for our community, my sincere hope is that every resident, business and non-profit entity can look forward to seeing themselves in some program or project in this Fiscal Year 2023/24 budget document. I am energized to work alongside our Council, City staff and community to deliver on those opportunities, in Fiscal Year 2023/24 and in the years to come.

In your service,



Peggy Flynn  
City Manager





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Petaluma  
California**

For the Fiscal Year Beginning

**July 01, 2022**

*Christopher P. Morill*

Executive Director

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## CITYWIDE BUDGET OVERVIEW & HIGHLIGHTS

The City of Petaluma's Fiscal Year 2023-2024 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 2024, 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 2023-2024 Budget recommends expenditures totaling \$337.5 million. This year's budget includes an increase of \$95.1 million over the Fiscal Year 2022-23 Revised Budget. Adjusted to remove Transfers In and Transfers Out<sup>1</sup>, which are \$83.4 million each, appropriations for 2023-2024 are \$254.1 million and estimated revenues are \$204.7 million. Table 1 on the following page shows the change in Citywide appropriations from Fiscal 2022-23 Revised Budget to FY 2023-24 Budget. Also shown is a chart illustrating the total FY 2024 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 \$288.1 million as well as available fund reserves, in some cases. The following table, Table 3, presents the changes in revenues from Fiscal Year 2022-23 Revised Budget to Fiscal Year 2023-24 Budget by fund type.

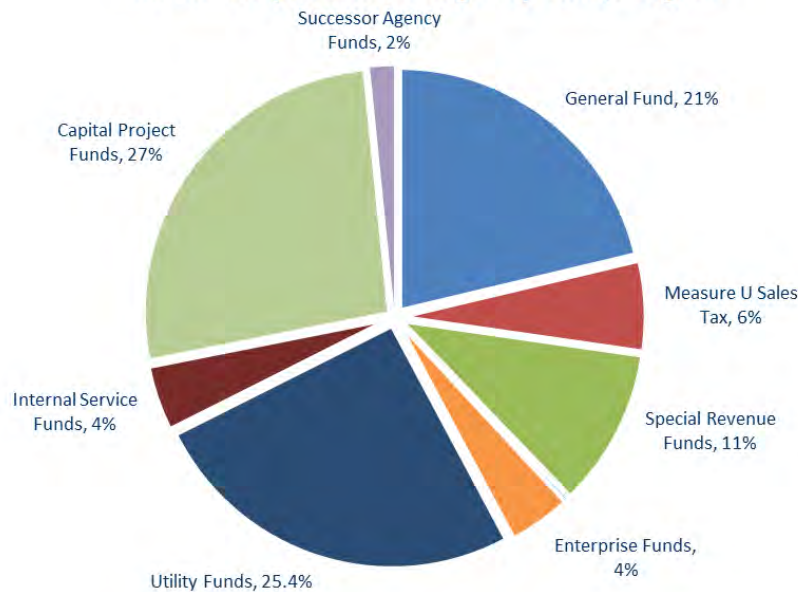
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<sup>1</sup> Transfers are utilized to transfer from a fund receiving the revenue to the fund that is making the expenditure.



**Table 1 – Citywide Appropriations and Changes**

Fund Type	FY 2023 Revised Budget	FY 2024 Budget	FY 23 Revised- FY 24 Budget Change	Percent Change
General Fund	\$ 66,684,473	\$ 71,852,088	\$ 5,167,615	7.75%
Measure U Sales Tax	14,981,567	20,185,395	5,203,828	34.73%
Special Revenue Funds	34,687,700	35,586,271	898,571	2.59%
Trust Funds	-	-	-	0.00%
Debt Funds	911,719	913,219	1,500	0.16%
Enterprise Funds	13,895,362	13,811,908	(83,454)	-0.60%
Utility Funds	56,261,853	85,822,231	29,560,378	52.54%
Internal Service Funds	12,322,689	14,479,037	2,156,348	17.50%
Capital Project Funds	37,151,459	89,472,000	52,320,541	140.83%
Successor Agency Funds	5,478,874	5,393,597	(85,277)	-1.56%
<b>Total</b>	<b>\$ 242,375,696</b>	<b>\$ 337,515,746</b>	<b>\$ 95,140,050</b>	<b>39.25%</b>

**FY 2024 Expenditure Budget by Fund/Program****Table 2 – Citywide Positions by Function**

FY 2023-24 Full Time Positions Funded by Function	
Function	Funded
Police	102.60
Fire	67.00
Public Works & Utilities	122.50
Parks & Recreation	21.00
Community Development & Housing	12.00
Support Staff(Clerk, Legal, Finance, Human Resources, IT, etc.)	47.30
<b>Total Citywide Staff</b>	<b>372.40</b>
* More details on funded positions can be found in the Appendix section of this document	

FY 2024 Full Time Positions Funded by Function

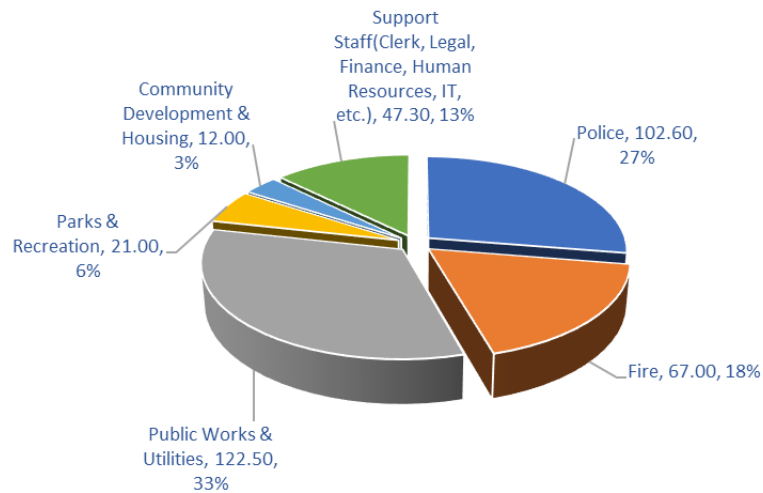


Table 3 – Citywide Revenues and Changes

Fund Type	FY 2023 Revised Budget	FY 2024 Budget	FY 23 Revised- FY 24 Budget Change	Percent Change
General Fund	\$ 64,474,472	\$ 71,056,088	\$ 6,581,616	10.21%
Measure U Sales Tax	14,881,750	15,762,700	880,950	5.92%
Special Revenue Funds	26,866,654	31,278,946	4,412,292	16.42%
Trust Funds	2,145	1,718	(427)	-19.91%
Debt Funds	3,701,135	2,942,599	(758,536)	-20.49%
Enterprise Funds	13,081,315	12,982,309	(99,006)	-0.76%
Utility Funds	55,302,218	54,983,599	(318,619)	-0.58%
Internal Service Funds	11,431,148	15,757,029	4,325,881	37.84%
Capital Project Funds	33,613,047	77,951,107	44,338,060	131.91%
Successor Agency Funds	5,388,622	5,382,629	(5,993)	-0.11%
<b>Total</b>	<b>\$ 228,742,506</b>	<b>\$ 288,098,724</b>	<b>\$ 59,356,218</b>	<b>25.95%</b>

Citywide Revenues by Category	FY 2024
Taxes Revenue	\$ 63,380,301
Permits and Fees	11,498,388
Use of Property Revenue	4,099,684
Intergovernmental	37,417,972
Charges for Services/Sales	23,684,323
Utility Revenue	52,486,300
Sales Revenue	890,500
Other Revenue	11,242,415
<b>Total Revenues</b>	<b>\$ 204,699,883</b>
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.

This entire budget document, including the proposed General Fund budget, represents a team collaboration. Creating a balanced budget while considering the many needs is not an easy task. Evaluating the opportunities, challenges and economy are all factors to consider. Many of the same challenges we faced when creating the FY 2022-23 budget still exist today – high inflation, slower supply chain, workforce challenges, and world events. The proposed FY 24 General Fund budget represents our continued commitment to prudent fiscal management and to continue delivering high quality services to the Community. As we draft this year’s budget document, the impacts of the pandemic have subsided compared to the prior year. Recovery is occurring and revenues have largely returned to pre pandemic levels. We continue to efficiently manage day-to-day operations utilizing and maximizing technology options for customers and 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, have recovered following the revenue decreases realized during the pandemic and are expected to grow by approximately 4% next fiscal year. Other revenues such as business license, permit and fees and charges for services continue to show recovery and we remain cautiously optimistic regarding financial trends that show a possible full recovery next fiscal year, barring any significant recession. 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 Food Products, Transportation, General Retail and County Pool and slower 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. Other non-general fund revenues, such as Transient Occupancy Tax are recovering, albeit at slower pace compared to sales tax revenues. Tourism is recovering but will undoubtedly depend on the continued abatement of COVID 19 cases nationally and consumers’ willingness to travel. As recovery continues, these additional

revenues will assist with replenishing the Transient Occupancy Tax fund balance. Staff will continue to monitor the monthly and quarterly financial results and will revise and request adjustments as appropriate.

The state of the economy continues to be a concern. Persistent high inflation, supply chain challenges and ongoing world events could trigger a recession which could impact tax revenues. Revenues estimated and incorporated into the 5-year forecast remain conservative. As time goes by and as 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 providing support to the General Fund, the additional funding will provide for many other needs citywide such as continued investment in our staff – those who deliver the high-quality services to our residents, as well as addressing deferred maintenance on City roads and facilities and prioritizing programs and initiatives.

General Fund revenues are expected to be up overall approximately 7.75% due to projected growth in the coming year, which takes into consideration ongoing recovery. Measure U estimated sales tax revenue and expenditures have been included in the proposed FY 23/24 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 6% when compared to the prior year. As the year progresses and trends emerge that differ from these estimates, adjustments will be made. We will continue to monitor revenues closely and bring forward information as soon as we are made aware.

Despite having additional sales tax revenue, it's important to remember this source is *finite*. While it provides financial resources that the City has not historically had, the needs far outweigh the available resources. We must continue to prudently manage our finances to maintain reserves and provide core services. Given the need to produce a balanced budget while also attempting to address many department requests, general fund departments were required to maintain a flat budget. Any additional needs, both operating and one-time, were brought forward for discussion. Only those requests considered critical to continue operations were approved and incorporated into the FY 2023/24 budget.



## General Fund Appropriations

The City's Fiscal Year 2023-24 Budget includes General Fund total appropriations of \$71,852,088 an increase of \$5.2m or 7.75% over Fiscal Year 2022-23 Revised Budget. The General Fund budget includes salary and benefit appropriations for 230 full time positions that perform a variety of core essential services such as 24-hour public safety, public works, parks and recreation and the many other City services that provide departments the support necessary to operate. This budget includes funding for workforce stabilization originally incorporated in FY 22 and ongoing into the future and includes appropriations for staffing needs to address increased and changing needs in several departments, as well as negotiated cost of living adjustments and anticipated costs from ongoing negotiations. Services and supplies appropriations include the funds necessary to perform day to day operations including operational supplies and contract services for both existing and newly identified needs and 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. Capital needs change from year to year as needs are identified. Lastly Transfers Out account for transactions that require funds to move from the General Fund to other funds where costs reside.

The increase of \$5.2m is primarily due to the following:

Expenditures	FY 2022/23 Revised	FY 2023/24 Budget	Amount of Change	Percent Change
Salaries	\$ 31,388,022	\$ 33,528,055	\$ 2,140,033	6.8%
Benefits	20,771,516	22,085,232	1,313,716	6.3%
Services/Supplies	7,160,693	8,198,327	1,037,634	14.5%
Utilities	1,176,444	1,401,085	224,641	19.1%
Intra-governmental	2,795,290	4,291,667	1,496,377	53.5%
Capital	219,000	170,000	(49,000)	-22.4%
Transfers Out	3,173,507	2,177,722	(995,785)	-31.4%
<b>Total Expenditures</b>	<b>\$ 66,684,472</b>	<b>\$ 71,852,088</b>	<b>\$ 5,167,616</b>	<b>7.7%</b>

- \$.75m for negotiated cost of living adjustments
- \$.6m for new positions- Fire Training Captain, Police Sergeant, Deputy Director Parks and Recreation, Parks Maintenance Worker
- \$.45m for anticipated results of labor negotiations
- \$ .35m in Workers Compensation costs due to increased claims and staff shortages
- \$ .73m for increased retirement costs due to PERS mandatory discount rate reduction from 7.5% to 7.0%, phased in over a period of five years, FY 22 fully phased in
- \$ .2m salary and benefit cost of routine step advancements
- \$.2m slightly increased health premiums and employee benefit selection

- \$.9m information technology intragovernmental charges- upgrades and updates to technology citywide such as; new servers, critical cybersecurity, reliable internet during emergencies, SharePoint cloud based solution storage use citywide
- \$.6m risk management intergovernmental charges due to reinstatement of charges following a rate holiday and necessary to build reserves to appropriate levels following a year of increased costs
- \$.2m increased electricity/gas costs expected in FY 2023/24 due to increased rates
- \$1 m Increased services and supplies needed citywide-animal grazing, gopher abatement, cost increase janitorial parks restrooms, weed and landscaping, wildfire mitigation, records storage, outreach, communications and translation

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

- -\$.05m less one-time capital costs in FY 2023/24 and includes purchase of heart monitors to replace outdated medical transport equipment in the Fire Department
- -\$ 1m less transfers out to fund one-time costs in FY 22/23 for turning basin dredging efforts

### General Fund Revenues

General Fund Expenditures are supported by revenues of \$71.1 million (excluding sources from designated reserves) in Fiscal Year 2023-24, an increase of approximately \$5.2m from the FY 2022-23 Revised Revenue Budget. The majority of this difference is focused in to 5 categories- Taxes (+1,440,726), Interest Earnings (+\$175,107), Inter governmental (+\$332,653), Charges for Services (+\$731,644), Transfers In from Measure U (+\$3,892,742). The table below shows general fund revenues by type:

General Fund Revenues	FY 2022/23 Revised	FY 2023/24 Budget	Amount of Change	Percent Change
Taxes	\$ 34,013,111	\$ 35,453,837	\$ 1,440,726	4.2%
Permits and Fees	1,133,254	1,174,478	41,224	3.6%
Fines and Penalties	485,000	464,500	(20,500)	-4.2%
Investment Earnings and Rent	406,663	581,770	175,107	43.1%
Intergovernmental	7,175,444	7,508,097	332,653	4.6%
Charges for Services	8,803,068	9,534,712	731,644	8.3%
Other	14,000	84,000	70,000	500.0%
Transfers-In	2,517,500	2,435,520	(81,980)	-3.3%
Transfers-In from Measure U	9,926,432	13,819,174	3,892,742	39.2%
From Designated Reserves	2,210,000	796,000	(1,414,000)	-64.0%
<b>Total General Fund Revenues</b>	<b>\$ 66,684,472</b>	<b>\$ 71,852,088</b>	<b>\$ 5,167,616</b>	<b>7.7%</b>

Taxes are increased \$1,440,726 from the Revised 2022-23 budget due to revised projections provided by the City's sales tax consultant and expected to grow by approximately 4%. Property Tax adjustments of approximately 5% are included which consider projected assessed valuation growth and new development. Sales Tax is recovering and continues to show moderate growth next fiscal year. 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. Given the concerns over the nature of the economy, revenues will be reviewed closely and as trends emerge, adjustments will be made. Interest rates have risen sharply and are expected to remain slightly higher than the prior year's budget therefore interest revenue has been increased to reflect this change. Intergovernmental revenues of \$7,508,097 include revenues from other government agencies such as Motor Vehicle License Fees, Prop 172 sales tax for public safety, and Intergovernmental Transfer Program cost recovery for medical transports and are \$332,653 greater than in 2022-23 and primarily reflect an increase in Motor Vehicle License Fees which is tied to assessed valuation growth. Charges for Services are included at \$9,534,712 and account for service revenue such as Ambulance Transport fee revenue and Intragovernmental charges. The increase of \$731,644 is the result of increased intragovernmental charges to other funds for services provided by central service support departments such as City Manager, Finance, City Clerk and City Attorney. This increase supports increased costs and workforce stabilization in these departments. Transfers-In represent funds coming in from the Transient Occupancy Tax fund to offset the rising cost of salary and benefits. Also included are funds from other sources to support Police CAD functions and Park Maintenance. Less one-time funding related to a position relocation from General Services to the General Fund is not needed going forward, which has resulted in a decrease in the Transfer In category of approximately \$81,980. Transfers-In from Measure U are to support the general fund as a whole and provide the resources for continuity of service and workforce stabilization that provides for additional, highly qualified trained staff to perform services and address increased demand (see Measure U below). The increase of \$3,892,742 represents a full year of revenue coming into the General Fund to support and preserve existing service levels, provides funding for a variety of new community priorities such as providing for working public safety equipment, technology upgrades and investment, community services such as increased park maintenance related services and free fare transit and the rising cost of services and supplies in the General Fund.

## General Fund Reserves

The General fund beginning operating reserve at July 1, 2023 is expected to be \$0 million. Fiscal Year 2023-24 Estimated Revenues and Expenditures equal each other resulting in no change to the operating reserve at June 30, 2024.

A designated reserve of \$9.7 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 \$15.7 million for FY 23-24. This is an increase of \$880,950 over the FY 2022/23 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: providing support to 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. Various priority initiatives are also funded including emergency preparedness, climate initiatives and a free fare transit program. Appropriations are supported by estimated revenues and fund reserve carryforward. Below is a chart showing a summary of Measure U FY 23/24 appropriations-

Investment Themed Categories:		FY 2023/2024	
<b>1. General Fund Support-Maintain Service Level</b>	Funding for existing operations; new operational needs	\$	8,178,247
<b>2. Workforce Stabilization</b>	Core Staffing, Class/Comp and COLA	\$	4,718,927
<b>3. Infrastructure Investments</b>	Roads and Public Safety Facility	\$	2,684,221
<b>4. Priority Initiatives</b>	Climate Initiatives- Electric Vehicle Chargers, Emergency Power Backup; Technology- Upgrades and Replacements - Cybersecurity; Capital- Library Fire Suppression System, Downtown Public Restroom and Beautification, Turning Basin and Dock Replacement, River Dredging Program ; Emergency Preparedness -Vegetation Management/Chipper Program, Equipment and Vehicles; Fare Free Public Transit Program	\$	4,604,000
<b>Total Measure U Investments</b>		<b>\$</b>	<b>20,185,395</b>

A Measure U ending fund balance at June 30, 2023 is estimated at \$4.5m declining to \$55k at June 30, 2024.



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 2023-24 Budget recommends Special Revenue Funds, Trust and Debt appropriations of \$36.5 million, representing an increase of \$.9 million from the Fiscal Year 2022-2023 Revised Budget. This decrease is primarily due to the following:

- \$.8 million decrease in Traffic impact fees to support CIP projects in FY 2023/24
- \$1.3 million increase in City Facilities Impact Fees uses due to increased facility improvements planned in FY 23/24
- \$1.9 million increase in Storm Drain Impact Fees for increased project activity managing the City's storm drain system in FY 2023/24
- \$4.3 million decrease in Parkland Impact Fees for decreased CIP project activity to occur in FY 23/24 for the Petaluma Community Baseball Field slightly offset by increased funding dedicated for the new Skatepark
- \$1.7 million increase in Grants to support Programs and Projects- Library Facility Enhancement and Expansion, Shollenberger Amphitheater & Kiosk project, Kenilworth Park Revitalization, Old Corona Road Water Quality Mitigation and fire grant matching activity offset partially by reduced program costs relate to People's Village completed in FY 2022/23. People's Village operating costs are funded by grants through FY 24.
- \$.275 million decrease in other special revenue funds- Transient Occupancy Tax has increased spending as well as the new Fairgrounds Fund. The Petaluma Transient Improvement District, Donations and Measure M Parks funds have less appropriations programmed for capital projects and other costs in FY 2023/24.
- \$3.8 million increase in Street Maintenance resources 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 2023/24
- \$2.5 million decrease programmed in Housing Funds largely due to less housing projects funded by Housing in Lieu in FY 23/24 revenues offset by increased appropriations in the Community Development Block Grant and Permanent Local Housing Authority (PLHA) funds for increased capital projects funded by CDBG as well as increased appropriations to support the Home First program funded by PLHA revenues

The Fairgrounds Fund is a new special revenue fund in FY 2023-24. The fund will account for the fair operations and property management of the grounds including event and property management activities as well as the associated expenditures. The City resumes responsibility for the fairgrounds beginning January 1, 2024 thus, the initial year is representative of half of a fiscal year and therefore estimated revenues and expenditures have been adjusted. It is anticipated going forward as more information becomes available and or trends emerge, revenue and expenditure estimates will be refined.

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 2023-24 Budget includes appropriations of \$13.8 million for Enterprise Funds. This represents a decrease of \$.08 million, or 1% under the Fiscal Year 2022-23 Revised Budget. This decrease is primarily due to the following:

- \$1.9 million of decreased spending in the Airport fund for decreased capital projects planned in the upcoming year
- \$.4 million of increased spending in the Building fund and represents increased operational costs mainly wages and benefits associated with the addition of a Management Analyst and an Office Assistant and a one-time non-recurring appropriation for capital assets to replace gas powered vehicle with a new electric vehicle.
- \$1.4 million increased spending in the Transit fund due to increased capital project activity in FY 2023/24

## **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 2023-24 Budget includes Utility Fund appropriations of \$85.8 million, representing an increase of \$29.5 million or 53% over the FY 2022-23 Revised Budget. This increase is primarily due to the following:

- \$24 million of increased spending in Waste Water Operations to fund increased transfers out to fund capital projects that include sewer main replacements, outfall and force main replacements, and tertiary filtration system expansion, all primarily funded by Wastewater reserves and grants in FY 2023/24
- \$5.2 million of increased spending in the Water Operations due to increased transfers out for capital projects including water main replacements and the advanced water metering infrastructure project, all primarily funded by Water reserves and grants in FY 2023/24

### **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 2023-24 budget for Internal Service Funds totals \$14.5 million, an increase of \$2.1 million or 17% over the Fiscal Year 2022-23 Revised Budget. This increase is primarily due to the following:

- \$1.3 million of increased spending in the Information Technology Fund recovered through citywide intragovernmental charges and due to improvements, upgrades and updates to citywide technology such as; cybersecurity, server replacement, reliable internet during emergencies
- \$.8 million of increased spending on one-time capital purchases expected to occur in FY 2023/24 for public safety and public works vehicles necessary to provide 24/7 service to the community

### **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 2023-24 budget totals \$89.5m, an increase of \$52 million over the Fiscal Year 2022-23 Revised Budget. This increase is due to both the delay in completing projects in FY 22/23 due to a variety of reasons including ongoing weather and staffing challenges and also reflects increased CIP activity in the coming year. The increase is primarily due to the following projects:

- \$5.9 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, Police Department Remodel and Public Safety/Fire Station 4

- \$1 million increased activity in Parks CIP projects. This includes a variety of CIP projects such as the Petaluma Community Baseball Field, Skate Park, Lucchesi Turf Field replacement, Turning Basin Docks and Dredging, Lynch Creek Trail/Crosstown connector, Kenilworth Park Revitalization, Shollenberger Amphitheater & Kiosk Improvements, and Swim Center Replastering.
- \$8.3 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, Downtown Public Restroom and Beautification, Trestle Rehabilitation, and other bridge and streetlight projects. Also included are surface water projects to mitigate storm water and prevent flooding.
- \$24.6 million increased activity in Wastewater 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
- \$13.1 million increase activity in Water CIP projects expected in upcoming fiscal year. The projects that are included in this budget are water main replacements, water services replacements, Advanced Metering Infrastructure (AMI) funded largely by grants, well construction, and SCADA upgrades.

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

## REVENUES OF INTEREST

### Sonoma County Measure M Parks Funding

On November 6, 2018 Sonoma County voters approved Measure M Parks, a Countywide 1/8 cent sales tax that will support Sonoma County's regional park system. A portion of the funds are also allocated to the Cities, and Petaluma is estimated to receive approximately \$953,156 in fiscal year 2023-24. A FY 23-24 appropriations budget of \$959,679 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, restroom facilities, swim center and playgrounds. Included in the funding recommendations by category are the following:



Expenditure Categories		Fiscal Year 2023-24 Budget
A. Walking Paths, Bike Trails, Park Connections and Access	Safety and Access, Improve Multi Use Pathways/Trails access and wayfinding signage, Maintenance	57,099
B. Playgrounds, Sports Courts, Active Recreation Spaces	Maintenance, Tennis and Court Rehabilitation, Playground Replacements, Turf replacement	98,382
C. Natural Areas and River Enhancements	Improve River Access, Signage and Support Habitat Restoration	36,420
D. Enhanced Maintenance Activities	Increase Weed Abatement and Purchase of Equipment, Natural Grass Playing Field Repairs, Tree Care, Increase Mulching Program, Irrigation maintenance	65,679
E. Recreation and Aquatic Facilities; Park Amenities	Improve Park Restroom Facilities, Waste Receptacles, Signage, Information Kiosks, Swim Center Pool Renovation, Maintenance	379,259
F. Creating New Park Spaces or Expanding Recreational Opportunities	Community Baseball Field, Group Picnic Area Restoration, Fitness Equipment, Youth Scholarship Programs, Swim Scholarships	311,420
G. Special Events and Community Programming	Live Concert Series, Multi-cultural event	11,420
<b>Total Expenditures</b>		<b>959,679</b>

- Park Maintenance Staff - \$210,591 for continuation of the maintenance of parks and additional seasonal help through the seasonal worker program to support weed abatement and turf maintenance.
- Park, Trail, Facility and Swim Center Improvements - \$707,283 for improvements at the Shollenberger Amphitheater; Community Baseball Field Phase 2 investments, facility improvements at Prince Park; Swim Center Pool Renovation and Repair
- Enhanced Maintenance Efforts - \$41,805 for enhanced maintenance services that include water conservation improvements, and an increase in frequency of mulch replacement in support of weed abatement, receptacle upgrade, park amenity upgrades

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

## Streets Fund

A Streets Fund budget of \$9.4 million is recommend for fiscal year 2023-24. This is an increase of \$3.7m from the revised budget for 2022-23. Estimated revenues are \$6.6 million, up slightly by approximately \$.3m compared to FY 2022-23. 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 2023/24 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 2023/24.

## Housing Funds

The Housing funds fiscal year 2023-24 budget includes appropriations of \$3.35million and is \$2.5 million less than the revised budget for fiscal year 2022-23. Most of this decrease is due to the removal of one-time appropriations for affordable housing projects included in the FY 2022/23 budget that are non-recurring in FY 2023/24. This results in an estimated ending fund balance at June 30, 2024 of \$2.7m which is available for appropriation as the year progresses and 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.

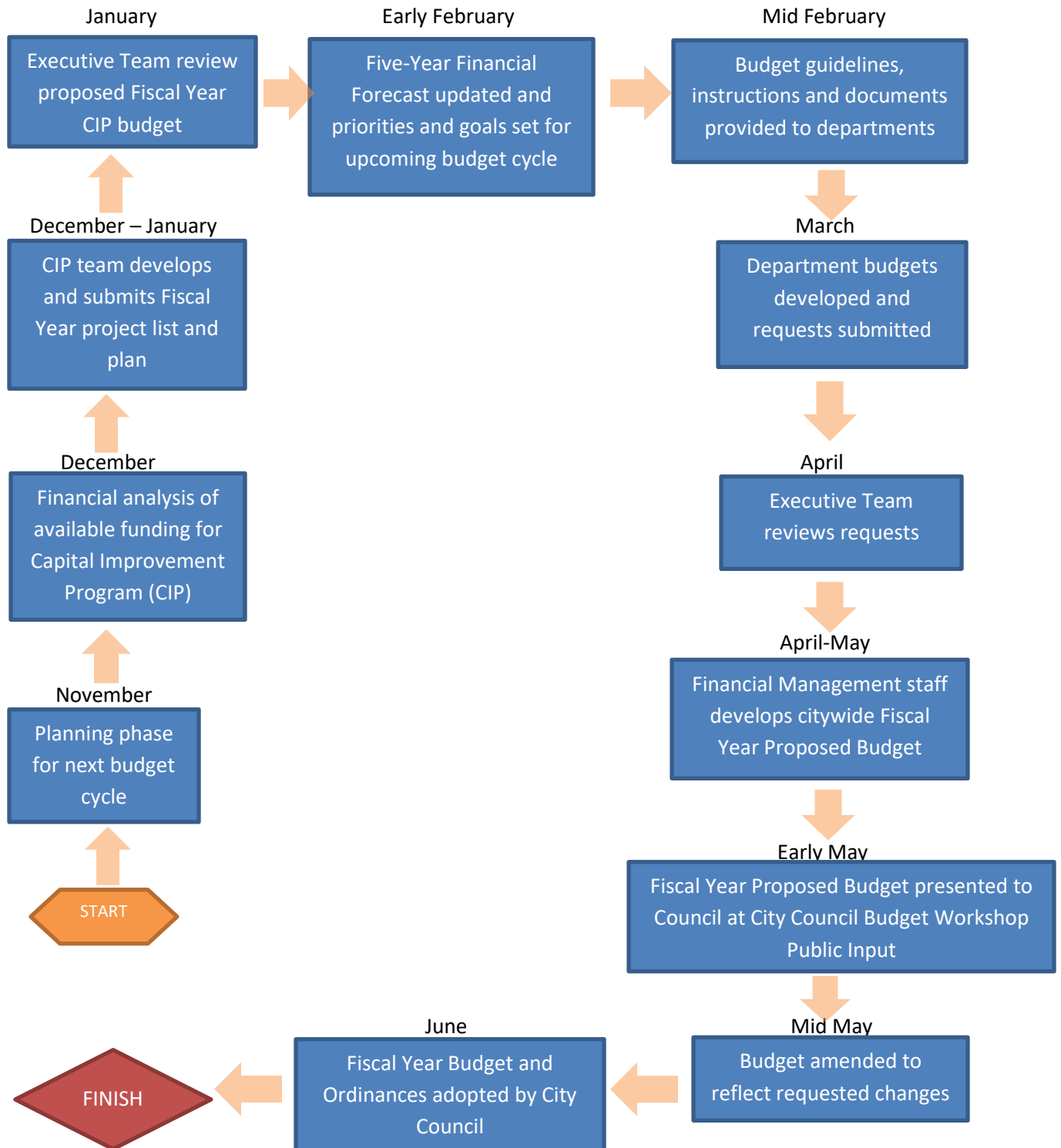
Housing Funds Budget					
	Estimated Beginning Fund Balance 7/1/2023	FY 24 Budgeted Revenues	FY 24 Proposed Budgeted Expenditures	Ending Fund Balance 6/30/2024	Explanation
<b>Commercial Linkage Fees</b>					
Affordable Housing Program Services			75,000		Housing Land Trust
Administrative Costs to Housing			299,759		
<b>Total Commercial Linkage</b>	<b>\$ 431,640</b>	<b>\$ 720,167</b>	<b>\$ 374,759</b>	<b>\$ 777,048</b>	
<b>Housing-in Lieu Fees</b>					
Affordable Housing Program Services			95,000		Fair Housing and Rental Assistance
Administrative Costs to Housing			386,375		
<b>Total Housing in Lieu</b>	<b>\$ 1,025,054</b>	<b>\$ 875,893</b>	<b>\$ 481,375</b>	<b>\$ 1,419,572</b>	
<b>Community Development Block Grant (CDBG)</b>					
Program Services			1,030,000		Petaluma People Services (PPSC), PEP & Capital Projects -
Administrative Costs to Housing			61,200		Seismic Analysis of City Facilities & Emergency Power Backup
<b>Total CDBG</b>	<b>\$ 71,344</b>	<b>\$ 1,070,124</b>	<b>\$ 1,091,200</b>	<b>\$ 50,268</b>	Feasibility Study
<b>Permanent Local Housing Authority (PHLA)</b>					
Program Services			750,000		Home First
Administrative Costs to Housing					
<b>Total PHLA</b>	<b>\$ -</b>	<b>\$ 750,000</b>	<b>\$ 750,000</b>	<b>\$ -</b>	
<b>HOME/Begin Grants</b>					
Affordable Housing					
<b>Total HOME/Begin</b>	<b>\$ 380,190</b>	<b>\$ 10,517</b>	<b>\$ -</b>	<b>\$ 390,707</b>	
<b>Successor Agency Housing</b>					
Affordable Housing			100,000		
Administrative Costs			542,339		
<b>Total Successor Agency Housing</b>	<b>\$ 94,076</b>	<b>\$ 644,029</b>	<b>\$ 642,339</b>	<b>\$ 95,766</b>	
<b>Mobile Home Rent Stabilization</b>					
Program Services			3000		
Administrative Costs to Housing			6,207		
<b>Total Mobile Home Rent Stabilization</b>	<b>\$ 12,399</b>	<b>\$ 415</b>	<b>\$ 9,207</b>	<b>\$ 3,607</b>	
<b>Grand Total All Housing Funds</b>	<b>\$ 2,014,703</b>	<b>\$ 4,071,145</b>	<b>\$ 3,348,880</b>	<b>\$ 2,736,968</b>	

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 2023-24

## City Background and Fiscal Overview

### HISTORY AND GOVERNMENT

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

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

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

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

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



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

#### **BUDGETARY POLICY AND CONTROL**

The City Council adopts an annual budget, submitted by the City Manager, prior to the beginning of the new fiscal year on July 1. Public hearings are conducted prior to its adoption by the City Council allowing the public to comment on the proposed budget before it's adopted. The City Council has the legal authority to amend the budget at any time during the fiscal year which is often necessary as new information about revenues and expenditures becomes available. The City Manager is authorized to 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 2023, 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](http://cityofpetaluma.org/goals).

## **ACCOUNTING SYSTEM AND INTERNAL CONTROL**

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

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

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

## **INVESTMENT POLICY**

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

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

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

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

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

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

## Glossary of Terms

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

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

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

### Fund Structure

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

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

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

other financial assets that can readily be converted to cash. The Governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs.

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

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

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

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

## Other Information

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

**Awards** – The City was awarded a Certificate of Achievement for Excellence in Financial Reporting issued by the Government Finance Officers Association (GFOA) for the Comprehensive Financial Report fiscal year ended June 30, 2022, marking the 26th year Petaluma has received the certificate. The City was also awarded the Distinguished Budget Presentation Award for FY 2022/23.

## 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
CAAP	Climate Action and Adaptation Plan
CAD	Computed Aided Dispatch
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 Program
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 Operation Center
EPA	US Environmental Protection Agency
ETC	Eastside Transit Center
EV	Electric Vehicle
FAA	Federal Aviation Administration
FOD	Foreign Object Debris
FOS	Fiscal and Organizational sustainability
FPPC	Fair political Practices Commission
FPPC	Fair Political Practices Commission
FTA	Federal Transit Administration
GHG	Greenhouse gases
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
IPMP	Integrated Pest Management Plan
IZO	Implementing Zoning Ordinance
LCT	Lynch Creek Trail



**Acronyms**

MGD	Million gallons per day
NBWRA	North Bay Water Reuse Authority
NEPA	National Environmental Policy Act
OBAG	One Bay Area Grant
PBAC	Pedestrian and Bicycle Advisory Committee
PCA	Petaluma Community Access TV
PCI	Pavement Condition Index
PEP	Petaluma Ecumenical Properties
PIPS	Primary Influent Pump Station
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
RMS	Records Management System
SAF	Sustainable Aviation Fuels
SAFE	Specialized Assistance for everyone
SB1	Senate Bill 1 The Road Repair and Accountability Act of 2017
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
UGB	Urban Growth Boundary
UMDR Grant	Urban and Multi-benefit Drought Relief Grant Program
USACE	US Army Corps of Engineers
VMT	Vehicle miles traveled



## 2023-24 ALL FUNDS BUDGET SUMMARY

Budgeted appropriations for fiscal year 2023-24 total \$337,515,746. 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 \$71,852,088. 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 \$20,185,395. 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, Trust and Debt Service Funds** appropriations are \$36,499,490. 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 \$13,811,908. 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 \$85,822,231. 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 \$14,479,037. 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.

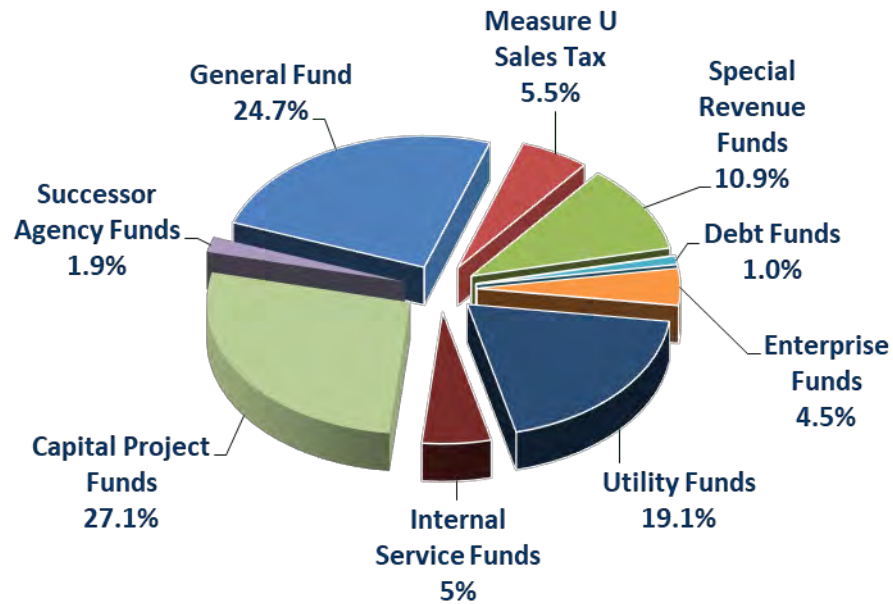
**Capital Project Funds** appropriations are \$89,472,000. These funds account for the collection of resources and the related expenditures on acquisition and construction of major capital improvement projects in the City. These funds include Airport, Facilities, Parks, Public Works, Surface Water, Transit, Water, Recycled Water and Wastewater.

**Successor Agency Funds** appropriations are \$5,393,597. These funds provide for debt service, program expenditures, and intergovernmental charges through the transfer of tax increment revenue received.

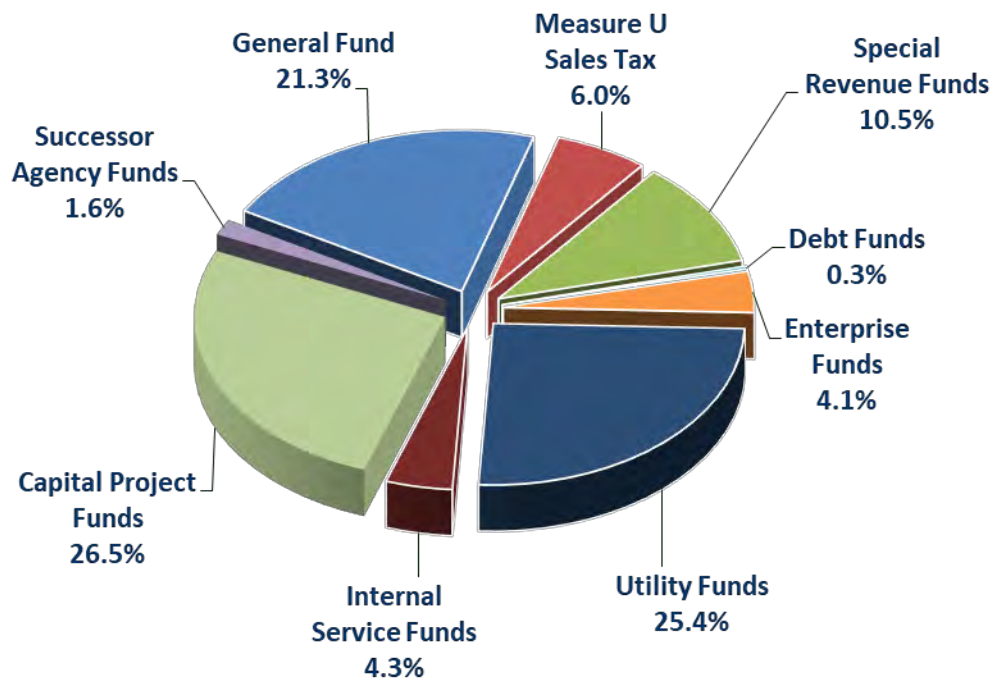
The charts on the next page show where the funds come from and where they are used.

**WHERE THE MONEY COMES FROM...**

**2023-2024**  
**ESTIMATED REVENUES - \$288,098,724**

**WHERE THE MONEY GOES...**

**2023-2024**  
**ESTIMATED APPROPRIATIONS - \$337,515,746**



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

## ALL FUNDS – FUND SUMMARY

FUND SUMMARY  
FISCAL YEAR 2022-23 Estimate

Fund Description	Beg. Bal. 7/1/2022	Estimated Revenues	Transfers In	Estimated Expenditures	Transfers Out	YE Adjustments/R eserve	Est. Fund Bal. 6/30/2023
<b>GENERAL FUND OPERATING</b>							
<b>Measure U Sales and Use Tax</b>	\$ -	\$ 52,030,540	\$ 12,443,932	\$ (63,510,965)	\$ (1,263,507)	\$ 300,000	-
General Fund Designated Reserves	\$ 4,577,655	\$ 14,881,750			\$ (14,981,567)		4,477,838
	13,084,788				(1,910,000)		11,174,788
<b>TOTAL GENERAL FUND</b>	<b>\$ 17,662,443</b>	<b>\$ 66,912,290</b>	<b>\$ 12,443,932</b>	<b>\$ (63,510,965)</b>	<b>\$ (18,155,074)</b>	<b>\$ 300,000</b>	<b>\$ 15,652,626</b>
Community Development Block Grant	85,998	355,194		(298,848)	(71,000)		71,344
Home/Begin Grants	1,119,166	161,024		(900,000)			380,190
Permanent Local Housing Authority (PLHA)	-	-		-			-
Housing Successor Agency	56,564	40,512	394,006	(397,006)			94,076
Mobile Home Rent Program	31,097	452		(3,000)	(16,150)		12,399
Commercial Linkage Fees	1,673,388	9,131		(1,105,526)	(145,353)		431,640
Housing In-Lieu Fees	3,222,980	969,515		(2,739,863)	(161,503)	(266,075)	1,025,054
Parkland Acquisition Impact Fees-08	2,032,514	349,581		(6,858)		(47,700)	2,327,537
Parkland Development Impact Fees-08	3,256,656	1,353,983		(22,581)	(4,947,000)	450,000	91,058
Open Space Acquisition Impact Fees - 08	498,797	98,690		(1,949)		(11,200)	584,338
Quilm by Act Dedication and In-Lieu-08	24,791	-					24,791
City Facilities Development Impact Fee	5,726,723	1,168,520		(22,816)	(426,000)	(159,400)	6,287,027
Storm Drainage Impact Fees	2,690,820	13,737			(466,000)		2,238,557
Storm Drainage Impact Fees - 08	624,661	14,557		(248)			638,970
Traffic Mitigation Impact Fees	3,115,844	20,751			(1,256,000)		1,880,595
Traffic Mitigation Impact Fees-08	29,189,709	2,767,695		(52,727)	(1,300,000)	(400,875)	30,203,802
Public Art Fees	487,053	2,649		(480,121)			9,581
3% Admin Impact Fees	378,406	128,311		(159,170)			347,547
General Government Grants	45,000						45,000
Community Development Grants	2,204,446	1,455,000		(1,020,000)	(245,000)	(640,000)	1,754,446
Fire Department Grants	-	-					-
Parks and Rec Grants	(24,225)	-			-	24,225	(0)
Police Grants	35,495	709,657	250,000	(1,224,070)		372,000	143,082
Public Works Grants	(160,321)	502,000		(1,181,631)	(502,000)		(1,341,952)
Gas Tax	-	3,190,602		(307)	(3,184,593)		5,702
Landscape Assessment Districts	479,449	421,924		(485,156)			416,217
Abandoned Vehicle Abatement	239,776	1,221		(146,035)			94,962
Asset Seizures	3,990	1,587		(829)			4,748
Street Maintenance Gas Tax	2,253,746	2,228,022	4,074,593	(3,858,763)	(1,751,370)		2,946,228
Transient Occupancy Tax	(123,084)	3,790,707		(253,680)	(2,994,276)		419,667
Tourism Improvement District	173,889	140,000	245,000	(350,873)	-		208,016
Haz Mat Fines	57,091	241		(37)			57,295
Supplemental Law Enforcement Services Fund (SLESF)	228,149	150,918			(130,000)		249,067
Donations	150,386	1,000,000		(4,427)	(1,000,000)		145,959
Prince Park Trust	343,728	4,369			(171,500)		176,597
Measure M Parks	365,623	850,000	2,505	(493,434)	(710,000)		14,694
Fairgrounds	-	-	-	-	-	-	-
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>60,488,301</b>	<b>21,900,550</b>	<b>4,966,104</b>	<b>(15,209,955)</b>	<b>(19,477,745)</b>	<b>(679,025)</b>	<b>51,988,230</b>

FUND SUMMARY						
FISCAL YEAR 2022-23 Estimate						
Fund Description	Beg. Bal. 7/1/2022	Estimated Revenues	Transfers In	Estimated Expenditures	Transfers Out	YE Adjustments/R eserve
						Est. Fund Bal. 6/30/2023
<b>PRIVATE &amp; PERMANENT TRUST FUNDS</b>						
Wickersham Park Trust	25,541	149				25,690
Child Care Trust	111,533	239				111,772
Thomas Lee Charity Trust	25,170	1,757	-	-	-	26,927
<b>PRIVATE &amp; PERMANENT TRUST FUNDS</b>	<b>162,245</b>	<b>2,145</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>164,390</b>
<b>DEBT FUNDS</b>						
General Government Debt	1,504,266	-	3,701,135	(911,719)	-	4,293,682
<b>TOTAL DEBT FUNDS</b>	<b>1,504,266</b>	<b>-</b>	<b>3,701,135</b>	<b>(911,719)</b>	<b>-</b>	<b>4,293,682</b>
<b>ENTERPRISE FUNDS</b>						
Airport Operations	1,174,983	4,062,289		(2,250,915)	(2,289,538)	696,819
Development Services	1,448,627	1,706,257		(2,420,788)		734,096
Marina	(1,145,678)	237,500		(342,428)		(1,250,606)
Transit	1,033,618	7,075,269	-	(6,126,693)	(465,000)	1,517,194
<b>TOTAL ENTERPRISE FUNDS</b>	<b>2,511,550</b>	<b>13,081,315</b>	<b>-</b>	<b>(11,140,824)</b>	<b>(2,754,538)</b>	<b>1,697,503</b>
<b>UTILITIES</b>						
Waste Water Utility	45,721,813	32,863,655	184,497	(26,000,411)	(5,240,000)	47,529,554
Waste Water Rate Stabilization	3,763,854	20,410				3,784,264
Water Utility	18,204,742	21,457,007		(20,478,148)	(3,499,247)	15,684,354
Storm Utility	991,288	278,176	498,473	(1,044,047)	-	793,890
<b>TOTAL UTILITIES</b>	<b>68,681,697</b>	<b>54,619,248</b>	<b>682,970</b>	<b>(47,522,606)</b>	<b>(8,739,247)</b>	<b>67,792,062</b>
<b>INTERNAL SERVICE FUNDS</b>						
Employee Benefits	2,415,931	1,454,617		(1,183,094)		2,687,454
General Services	618,062	136,763		(191,348)	(93,000)	470,477
Information Technology	(773,636)	2,830,454	250,000	(2,780,953)		(474,135)
Risk Management (Liability)	781,765	2,349,977		(2,756,617)		375,125
Vehicle and Equipment Replacement	1,010,352	8,598	995,276	(1,603,817)		410,409
Workers' Compensation	7,240,178	3,405,463	-	(3,713,860)	-	6,931,781
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>11,292,652</b>	<b>10,185,872</b>	<b>1,245,276</b>	<b>(12,229,689)</b>	<b>(93,000)</b>	<b>10,401,111</b>
<b>CAPITAL PROJECT FUNDS</b>						
Facilities CIP	5,240,777	15,000	2,012,556	(3,090,000)		4,178,333
Fire CIP	500,000			-		500,000
Parks and Recreation CIP	1,395,795		8,749,000	(9,442,055)	(2,505)	1,225,235
Public Works/Surface Water CIP	1,018,872	7,000,438	5,013,824	(14,727,189)		(1,694,055)
Airport CIP	105,030	12,000	2,289,538	(2,278,793)		127,775
Marina CIP	-					-
Transit CIP	(36,386)		496,000	(426,000)		33,614
Waste Water/Recycled Water CIP	1,159,988		5,107,000	(4,336,000)	(90,917)	1,049,071
Water CIP	(30,257)	312,000	2,605,691	(2,758,000)	-	129,434
<b>TOTAL CAPITAL PROJECT FUNDS</b>	<b>9,353,818</b>	<b>7,339,438</b>	<b>26,273,609</b>	<b>(37,058,037)</b>	<b>(93,422)</b>	<b>5,549,407</b>
<b>SUCCESSOR AGENCY FUNDS</b>						
Successor Agency Debt	5,551,526	5,138,622		(5,138,622)		5,551,526
Successor Agency Admin	(174,527)	250,000	-	(340,252)	-	(264,779)
<b>TOTAL SUCCESSOR AGENCY FUNDS</b>	<b>5,376,999</b>	<b>5,388,622</b>	<b>-</b>	<b>(5,478,874)</b>	<b>-</b>	<b>5,286,747</b>
<b>TOTAL ALL FUNDS</b>	<b>177,033,972</b>	<b>179,429,480</b>	<b>49,313,026</b>	<b>(193,062,669)</b>	<b>(49,313,026)</b>	<b>162,825,758</b>



## ALL FUNDS – FUND SUMMARY

FUND SUMMARY  
FISCAL YEAR 2023-2024

Fund Description	Est. Fund Bal. 7/01/2023	Budgeted Revenues	Budgeted Transfers In	Budgeted Expenditures	Budgeted Transfers Out	YE Adjustments/R eserve	Proj. Fund Bal. 6/30/2024
<b>GENERAL FUND OPERATING</b>							
Measure U Sales and Use Tax	\$ -	\$ 54,801,394	\$ 16,254,694	\$ (69,674,366)	\$ (1,381,722)		-
General Fund Designated Reserves	\$ 4,477,838	\$ 15,762,700			\$ (20,185,395)	\$ -	\$ 55,143
	11,174,788				(796,000)		10,378,788
<b>TOTAL GENERAL FUND</b>	<b>\$ 15,652,626</b>	<b>\$ 70,564,094</b>	<b>\$ 16,254,694</b>	<b>\$ (69,674,366)</b>	<b>\$ (22,363,117)</b>	<b>\$ -</b>	<b>\$ 10,433,931</b>
Community Development Block Grant	71,344	1,070,124		(329,574)	(761,626)		50,268
Home/Begin Grants	380,190	10,517					390,707
Permanent Local Housing Authority (PLHA)	-	750,000		(750,000)			-
Housing Successor Agency	94,076	1,690	642,339	(642,339)			95,766
Mobile Home Rent Program	12,399	415		(3,000)	(6,207)		3,607
Commercial Linkage Fees	431,640	720,167		(95,438)	(279,321)		777,048
Housing In-Lieu Fees	1,025,054	875,893		(146,190)	(335,185)		1,419,572
Parkland Acquisition Impact Fees-08	2,327,537	194,621		(3,506)			2,518,652
Parkland Development Impact Fees-08	91,058	614,017		(11,622)	(660,000)		33,453
Open Space Acquisition Impact Fees - 08	584,338	81,503		(1,539)			664,302
Quimby Act Dedication and In-Lieu-08	24,791	190					24,981
City Facilities Development Impact Fee	6,287,027	1,146,732		(21,834)	(1,719,000)		5,692,925
Storm Drainage Impact Fees	2,238,557	26,476			(2,265,033)		0
Storm Drainage Impact Fees - 08	638,970	62,364		(1,130)	(134,967)		565,237
Traffic Mitigation Impact Fees	1,880,595	182,205		(150,000)	(427,000)		1,485,800
Traffic Mitigation Impact Fees-08	30,203,802	3,492,957		(64,336)	(1,192,000)		32,440,423
Public Art Fees	9,581	444,715		(447,031)			7,265
3% Admin Impact Fees	347,547	148,394		(159,940)			336,001
General Government Grants	45,000	1,335,000		(750,000)	(1,335,000)		45,000
Community Development Grants	1,754,446	265,000		(139,600)			1,269,446
Fire Department Grants	-	126,909	12,690				(0)
Parks and Rec Grants	(0)	429,000			(429,000)		(0)
Police Grants	143,082	1,421,669	68,525	(1,451,211)			182,065
Public Works Grants	(1,341,952)	1,259,000		(535,000)	(1,259,000)		(1,876,952)
Gas Tax	5,702	3,193,898		(466)	(3,191,936)		7,198
Landscape Assessment Districts	416,217	500,674		(506,337)			410,554
Abandoned Vehicle Abatement	94,962	102,188		(166,616)			30,534
Asset Seizures	4,748	144		(703)			4,189
Street Maintenance Gas Tax	2,946,228	2,502,989		(4,354,625)	(5,027,370)		180,158
Transient Occupancy Tax	419,667	3,776,617	4,112,936	(803,147)	(3,293,276)		99,861
Tourism Improvement District	208,016	145,055		(11,911)			341,160
Haz Mat Fines	57,295	534		(341)			57,488
SLESF	249,067	151,711		(29)	(130,000)		270,749
Donations	145,959			(686)			145,273
Prince Park Trust	176,597	5,923			(182,520)	-	0
Measure M Parks	14,694	953,165	-	(252,396)	(707,283)	-	8,180
Fairgrounds	-	450,000	-	(450,000)		-	-
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>51,988,230</b>	<b>26,442,456</b>	<b>4,836,490</b>	<b>(12,250,547)</b>	<b>(23,335,724)</b>	<b>-</b>	<b>47,680,906</b>

**FUND SUMMARY**  
**FISCAL YEAR 2023-2024**

Fund Description	Est. Fund Bal. 7/01/2023	Budgeted Revenues	Budgeted Transfers In	Budgeted Expenditures	Budgeted Transfers Out	YE Adjustments/R eserve	Proj. Fund Bal. 6/30/2024
<b>PRIVATE &amp; PERMANENT TRUST FUNDS</b>							
Wickersham Park Trust	25,690	241					25,931
Child Care Trust	111,772	1,251					113,023
Thomas Lee Charity Trust	26,927	226	-	-	-	-	27,153
<b>PRIVATE &amp; PERMANENT TRUST FUNDS</b>	<b>164,390</b>	<b>1,718</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>166,108</b>
<b>DEBT FUNDS</b>							
General Government Debt	4,293,662	258,378	2,684,221	(913,219)	-	-	6,323,062
<b>TOTAL DEBT FUNDS</b>	<b>4,293,662</b>	<b>258,378</b>	<b>2,684,221</b>	<b>(913,219)</b>	<b>-</b>	<b>-</b>	<b>6,323,062</b>
<b>ENTERPRISE FUNDS</b>							
Airport Operations	696,819	2,471,301		(2,102,017)	(523,000)		543,103
Development Services	734,096	2,179,606		(2,878,924)			34,778
Marina	(1,250,606)	340,689		(358,514)			(1,268,431)
Transit	1,517,194	7,810,713	180,000	(6,640,453)	(1,309,000)	-	1,553,454
<b>TOTAL ENTERPRISE FUNDS</b>	<b>1,697,503</b>	<b>12,802,309</b>	<b>180,000</b>	<b>(11,979,908)</b>	<b>(1,832,000)</b>	<b>-</b>	<b>867,904</b>
<b>UTILITIES</b>							
Waste Water Utility	47,529,554	32,489,354	93,580	(27,451,800)	(27,853,000)		24,807,688
Waste Water Rate Stabilization	3,784,264	35,989					3,820,253
Water Utility	15,684,354	21,546,915		(21,149,936)	(8,015,000)		8,066,333
Storm Utility	793,890	289,288	528,473	(1,352,495)	-	-	259,156
<b>TOTAL UTILITIES</b>	<b>67,792,062</b>	<b>54,361,546</b>	<b>622,053</b>	<b>(49,954,231)</b>	<b>(35,868,000)</b>	<b>-</b>	<b>36,953,430</b>
<b>INTERNAL SERVICE FUNDS</b>							
Employee Benefits	2,687,454	1,488,834		(1,189,231)			2,987,057
General Services	470,477	4,938		(193,958)	-		281,457
Information Technology	(474,135)	4,871,660		(4,098,025)			299,500
Risk Management (Liability)	375,125	3,301,662		(2,792,987)			883,800
Vehicle and Equipment Replacement	410,409	10,524	2,182,276	(2,385,718)			217,491
Workers' Compensation	6,931,781	3,897,135	-	(3,819,118)	-	-	7,009,798
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>10,401,111</b>	<b>13,574,753</b>	<b>2,182,276</b>	<b>(14,479,037)</b>	<b>-</b>	<b>-</b>	<b>11,679,103</b>
<b>CAPITAL PROJECT FUNDS</b>							
Facilities CIP	4,178,333		4,238,000	(8,951,000)			(534,667)
Fire CIP	500,000			-			500,000
Parks and Recreation CIP	1,225,235		4,523,283	(10,417,000)			(4,668,482)
Public Works/Surface Water CIP	(1,694,055)	10,400,000	11,317,824	(23,015,000)			(2,991,231)
Airport CIP	127,775		523,000	(523,000)			127,775
Marina CIP	-			-			-
Transit CIP	33,614	420,000	1,327,000	(1,747,000)			33,614
Waste Water/Recycled Water CIP	1,049,071	2,994,000	26,396,000	(29,006,000)			1,433,071
Water CIP	129,434	7,498,000	8,314,000	(15,813,000)	-	-	128,434
<b>TOTAL CAPITAL PROJECT FUNDS</b>	<b>5,549,407</b>	<b>21,312,000</b>	<b>56,639,107</b>	<b>(89,472,000)</b>	<b>-</b>	<b>-</b>	<b>(5,971,486)</b>
Successor Agency Debt	5,551,526	5,131,711		(5,131,711)			5,551,526
Successor Agency Admin	(264,779)	250,918	-	(261,886)	-	-	(275,747)
<b>TOTAL SUCCESSOR AGENCY FUNDS</b>	<b>5,286,747</b>	<b>5,382,629</b>	<b>-</b>	<b>(5,393,597)</b>	<b>-</b>	<b>-</b>	<b>5,275,779</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 162,825,758</b>	<b>\$ 204,699,883</b>	<b>\$ 83,398,841</b>	<b>\$ (254,116,905)</b>	<b>\$ (83,398,841)</b>	<b>\$ -</b>	<b>\$ 113,408,737</b>

## Sources and Uses of Funds Fiscal Year 2023/2024

	General Fund	Measure U	Special Revenue & Trust Funds	Enterprise Funds	Utilities	Internal Service Funds	Capital Project Funds	Successor Agency Funds	All Funds
<b>Revenue</b>			Incl. Housing Funds						
Taxes Revenue	35,453,836	15,762,700	6,403,517	100,000	278,537			5,381,711	63,380,301
Permits and Fees	1,638,978		7,778,274	2,079,136	2,000				11,498,388
Use of Property Revenue	581,770		888,822	1,647,469	837,609	143,096		918	4,099,684
Intergovernmental	7,508,098		10,889,870	7,731,004	377,000		10,912,000		37,417,972
Charges for Sales					50,000				50,000
Charges for Services/Sales	9,534,712		655,069	116,000		13,328,542			23,634,323
Utility Revenue				243,000	52,243,300				52,486,300
Sales Revenue	6,000			884,500					890,500
Other Revenue	78,000	-	87,000	1,200	573,100	103,115	10,400,000	-	11,242,415
<b>Total Revenues</b>	<b>\$ 54,801,394</b>	<b>\$ 15,762,700</b>	<b>\$ 26,702,552</b>	<b>\$ 12,802,309</b>	<b>\$ 54,361,546</b>	<b>\$ 13,574,753</b>	<b>\$ 21,312,000</b>	<b>\$ 5,382,629</b>	<b>\$ 204,699,883</b>
<b>Other Sources:</b>									
Transfers In	16,254,694	-	7,520,711	180,000	622,053	2,182,276	56,639,107	-	83,398,841
<b>Total Revenue and Other Sources</b>	<b>\$ 71,056,088</b>	<b>\$ 15,762,700</b>	<b>\$ 34,223,263</b>	<b>\$ 12,982,309</b>	<b>\$ 54,983,599</b>	<b>\$ 15,757,029</b>	<b>\$ 77,951,107</b>	<b>\$ 5,382,629</b>	<b>\$ 288,098,724</b>
<b>Expenditures and Expenses</b>									
Salaries and Benefits	\$ 55,613,287	\$	3,977,581	2,951,276	12,810,261	2,582,862	2,674,243	141,982	80,751,492
Supplies	1,258,775		964,275	1,132,750	12,168,573	138,580		300	15,663,253
Professional Services,Maint. Repair	6,907,912		5,565,926	3,732,049	7,235,090	1,979,074	85,978,076	19,600	111,417,727
Intragovernmental Charges	4,291,667		1,157,982	1,322,540	4,831,360	417,963	445,849	92,264	12,559,625
Utilities	1,401,085		335,851	160,600	2,627,481			3,240	4,528,257
Debt Service-Principal and Interest			913,219	524,443	9,111,588	933,644		5,131,711	16,614,605
Advertising,Insurance, Rent, Training	31,640		109,332	206,250	769,103	6,222,914	187,107	4,500	7,530,846
Capital Expenditures	170,000	-	139,600	1,950,000	400,775	2,204,000	186,725	-	5,051,100
<b>Total Expenditures and Expenses</b>	<b>\$ 69,674,366</b>	<b>\$ -</b>	<b>\$ 13,163,766</b>	<b>\$ 11,979,908</b>	<b>\$ 49,954,231</b>	<b>\$ 14,479,037</b>	<b>\$ 89,472,000</b>	<b>\$ 5,393,597</b>	<b>\$ 254,116,905</b>
<b>Other Uses:</b>									
Transfers Out	2,177,722	20,185,395	23,335,724	1,832,000	35,868,000	-	-	-	83,398,841
<b>Total Expenditures, Expenses and Other Uses</b>	<b>\$ 71,852,088</b>	<b>\$ 20,185,395</b>	<b>\$ 36,499,490</b>	<b>\$ 13,811,908</b>	<b>\$ 85,822,231</b>	<b>\$ 14,479,037</b>	<b>\$ 89,472,000</b>	<b>\$ 5,393,597</b>	<b>\$ 337,515,746</b>



**2024 Budget  
General Fund by Function**

Function	2022 Actual	2023 Revised	2024 Budget	Funded Position Allocation
<b>Revenues</b>				
General Government	56,439,383	56,855,318	63,224,370	
Planning	1,273,254	770,700	770,700	
Fire	5,559,449	4,379,600	4,549,600	
Recreation	773,184	924,200	864,200	
Police	1,403,240	1,200,700	1,242,400	
Public Works	386,859	343,954	404,818	
<b>Total General Fund Revenues</b>	<b>65,835,369</b>	<b>64,474,472</b>	<b>71,056,088</b>	
<b>Appropriations</b>				
General Government	11,150,729	13,166,661	13,335,701	35.80
Community Development	1,309,158	1,040,674	1,131,879	1.16
Fire	21,088,145	20,217,179	21,127,480	66.30
Parks and Recreation	4,880,302	5,251,706	6,612,772	19.00
Police	24,328,718	24,711,966	27,154,604	100.15
Public Works	2,040,873	2,296,286	2,489,652	7.42
<b>Total General Fund Appropriations</b>	<b>64,797,925</b>	<b>66,684,472</b>	<b>71,852,088</b>	<b>229.83</b>
Less Intragovernmental Offset	(3,706,165)	(3,725,718)	(4,364,094)	
<b>General Fund Net Cost</b>	<b>61,091,760</b>	<b>62,958,754</b>	<b>67,487,994</b>	

**2024 Budget  
General Fund by Division**

Division	2022 Actual	2023 Revised	2024 Budget	Funded Position Allocation
<b>Revenues</b>				
General Fund Cost Center	56,422,926	56,855,318	63,224,370	
Animal Services Admin / Operations	600	-	-	
Finance Admin	15,857	-	-	
Planning Admin	500,635	270,700	270,700	
Planning Cost Recovery	772,619.00	500,000.00	500,000.00	
Fire Admin	1,572,901	636,100	636,100	
Fire Prevention	94,073	110,000	110,000	
Ambulance	3,892,475	3,633,500	3,803,500	
Recreation Admin	7,857.00	10,000.00	10,000.00	
Recreation Community Center	193,824.00	287,800.00	287,800.00	
Recreation Youth/teens Programs	236,569.00	366,800.00	236,800.00	
Recreation Contract Classes	173,452.00	117,300.00	157,300.00	
Recreation Sports Programs	21,223.00	45,900.00	45,900.00	
Recreation Sports Field Lights	130,804.00	71,400.00	101,400.00	
Recreation Senior Programs	50.00	20,000.00	20,000.00	
Recreation Special Events	9,405.00	5,000.00	5,000.00	
Police Admin	1,084,240.00	1,200,700.00	1,242,400.00	
Police Patrol	319,000.00	-	-	
Pub Works Admin	386,667.00	342,954.00	403,818.00	
Turning Basin/D St Bridge	192.00	1,000.00	1,000.00	
<b>Total General Fund Revenues</b>	<b>65,835,369</b>	<b>64,474,472</b>	<b>71,056,088</b>	
<b>Appropriations</b>				
General Fund Cost Center	2,474,750	3,175,821	2,177,722	
City Council Admin/operations	121,518	121,469	115,451	
City Attorney Admin/operations	1,169,387	1,324,316	1,428,395	4.50
City Clerk Admin/operations	405,306	543,095	620,992	2.40
City Clerk Elections	262,526	196,568	191,774	0.60
City Manager Admin/operations	1,369,879	1,763,780	1,862,030	6.00
Economic Development	1,363,031	880,985	999,616	2.50
Finance Admin	711,031	726,619	957,625	1.00
Finance Accounting Service	1,014,951	1,248,150	1,219,324	8.00
Finance Commercial Service	612,097	683,021	706,776	6.00
Human Resources Admin/operations	1,034,854	1,162,637	1,153,908	4.80
Non Departmental	611,399	1,340,200	1,902,088	
Planning Admin	534,009	536,674	627,879	1.16
Planning Cost Recovery	775,149	504,000	504,000	



**2024 Budget  
General Fund by Division**

Division	2022 Actual	2023 Revised	2024 Budget	Funded Position Allocation
<b>Appropriations (continuation)</b>				
Fire Admin	2,114,179	2,089,457	2,360,428	5.00
Fire Disaster Preparedness	63,825	10,000	60,000	
Fire Hazardous Materials	270,453	418,411	482,418	2.02
Fire Prevention	678,882	539,299	772,272	3.28
Fire Suppression	11,740,518	11,787,197	11,893,501	39.00
Fire Suppression-apparatus	273,930	72,080	72,080	
Fire Suppression-building/grounds	33,552	19,500	19,500	
Fire Suppression-communications	38,473	21,400	21,400	
Fire Suppression-supplies	71,832	53,500	53,500	
Fire Suppression-training	35,077	17,800	17,800	
Ambulance	5,767,424	5,188,535	5,374,581	17.00
Recreation Admin	881,587	1,236,182	1,501,434	7.00
Recreation Cavanagh Center	7,457	12,850	7,000	
Recreation Community Center	112,442	209,350	210,503	
Recreation Library/museum	34,461	63,939	35,725	
Recreation Youth/teens Programs	308,156	392,169	318,243	
Recreation Contract Classes	114,861	72,500	72,500	
Recreation Sports Programs	33,585	54,415	45,955	
Recreation Aquatic Programs	308,836	202,950	299,790	
Recreation Senior Programs	18,177	46,413	54,724	
Recreation Special Events	50,117	52,183	42,000	
Police Admin	4,576,675	4,954,197	6,196,578	12.00
Police Communication	1,987,064	1,995,970	2,148,463	12.60
Police Cad/rms	416,093	428,647	428,647	
Police Investigation	1,254,593	1,349,813	2,013,167	8.00
Police Patrol	13,976,491	14,027,205	13,404,930	50.55
Police Traffic Safety	1,011,093	888,802	1,822,168	8.00
Police Records	770,140	795,309	857,625	7.00
Parking Enforcement	336,569	272,023	283,026	2.00
Pub Works Admin	643,980	803,771	986,433	0.92
Pub Works Engineering Development	554,774	570,005	603,163	3.40
Pub Works Engineering Cip	209,660	263,394	218,771	0.80
Pub Works Engineering Traffic	79,413	76,688	89,588	0.55
Bldg/facility Maintenance	821,515	674,951	826,756	1.60
Pub Works Auto/equip Maint Shop	263,596	253,285	263,330	1.65
Pub Works Street Lights	157,255	175,000	175,000	
Parks Maintenance	2,189,108	2,233,804	3,198,142	10.40
Downtown Streets/sidewalks Maint	96,739	117,000	115,000	
Pub Works Turning Basin/D St Bridge	35,456	37,143	38,367	0.10
<b>Total General Fund Appropriations</b>	<b>64,797,925</b>	<b>66,684,472</b>	<b>71,852,088</b>	<b>229.83</b>
Less Intragovernmental Offset	(3,706,165)	(3,725,718)	(4,364,094)	
<b>General Fund Net Cost</b>	<b>61,091,760</b>	<b>62,958,754</b>	<b>67,487,994</b>	

**2024 Budget  
General Fund by Account**

Account	2022 Actual	2023 Revised	2024 Budget
<b>Revenues</b>			
Taxes Revenue	36,400,333	34,013,111	35,453,836
Fees/permits And Fines Revenue	1,671,071	1,618,254	1,638,978
Use Of Property Revenue	218,003	406,663	581,770
Intergovernmental Revenue	7,264,793	7,175,444	7,508,098
Charges For Service Revenue	10,228,551	8,803,068	9,534,712
Sales Revenue	15,058	6,000	6,000
Miscellaneous	70,012	8,000	78,000
Transfers, Debt Proceeds, City Contribution	9,967,548	12,443,932	16,254,694
<b>Total General Fund Revenues</b>	<b>65,835,369</b>	<b>64,474,472</b>	<b>71,056,088</b>
<b>Appropriations</b>			
Salaries	29,644,033	31,388,258	33,528,055
Benefits	18,357,993	20,771,280	22,085,232
Supplies	2,458,733	1,146,241	1,258,775
Professional Services, Maintenance, Repairs	7,420,388	5,206,874	5,964,059
Intragovernmental Services	2,045,286	2,795,290	4,291,667
Utilities	1,179,781	1,176,444	1,401,085
Advertising, Promotion, Debt, Rent , Training	1,190,754	807,578	975,493
Capital Expenditures	27,903	219,000	170,000
Transfers	2,473,054	3,173,507	2,177,722
<b>Total General Fund Appropriations</b>	<b>64,797,925</b>	<b>66,684,472</b>	<b>71,852,088</b>
Less Intragovernmental Offset	(3,706,165)	(3,725,718)	(4,364,094)
<b>GENERAL FUND NET COST</b>	<b>61,091,760</b>	<b>62,958,754</b>	<b>67,487,994</b>

**2024 Budget  
Measure U by Division**

Division	2022 Actual	2023 Revised	2024 Budget
<b>Revenues</b>			
Measure U	15,553,024	14,881,750	15,762,700
<b>Total Measure U Fund Revenues</b>	<b>15,553,024</b>	<b>14,881,750</b>	<b>15,762,700</b>
<b>Appropriations</b>			
Measure U	11,887,653	14,981,567	20,185,395
<b>Total Measure U Fund Appropriations</b>	<b>11,887,653</b>	<b>14,981,567</b>	<b>20,185,395</b>

**Measure U by Account**

Account Type	2022 Actual	2023 Revised	2024 Budget
<b>Revenues</b>			
Taxes Revenue	15,553,024	14,881,750	15,762,700
<b>Total Measure U Fund Revenues</b>	<b>15,553,024</b>	<b>14,881,750</b>	<b>15,762,700</b>
<b>Appropriations</b>			
Transfers	11,887,653	14,981,567	20,185,395
<b>Total Measure U Fund Appropriations</b>	<b>11,887,653</b>	<b>14,981,567</b>	<b>20,185,395</b>

**2024 Budget**  
**Special Revenue, Trust & Debt Funds by Fund**

Fund	2022 Actual	2023 Revised	2024 Budget
<b>Revenues</b>			
Commercial Linkage Fees	11,445	9,131	720,167
Housing In-lieu Impact Fees	546,277	969,515	875,893
Park Land Acquisition Impact Fees-08	84,291	349,581	194,621
Park Land Development Impact Fees-08	350,693	1,353,983	614,017
Open Space Acquisition Impact Fees-08	68,504	98,690	81,693
City Facilities Development Impact Fee	342,036	1,168,520	1,146,732
Storm Drainage Impact Fees	12,729	13,737	26,476
Storm Drainage Impact Fees - 08	9,421	14,557	62,364
Traffic Impact Fees	12,094	20,751	182,205
Traffic Impact Fees - 08	620,169	2,767,695	3,492,957
Public Art Fees	9,046	2,649	444,715
3% Admin Fee - 08	39,354	128,311	148,394
General Gov Grants	750,000	-	1,335,000
Comm Develop Grants	2,446,118	1,455,000	265,000
Community Development Block Grant (CDBG)	428,355	355,194	1,070,124
Home/begin	3,956	161,024	10,517
Permanent Local Housing Authority (PHLA)	-	-	750,000
Fire Grants	398,833	-	139,599
Parks And Rec Grants	10,000	-	429,000
Police Grants	970,285	959,657	1,490,194
Public Works Grants	4,314,527	502,000	1,259,000
Donations/developer Contrib	15,320	1,000,000	-
Abandoned Vehicle Abatement	108,082	1,221	102,188
Asset Seizures	80	1,587	144
Haz Mat Fines-fire	2,034	241	534
Supplemental Law Enforcement Services Fund (SLESF)	235,929.00	150,918.00	151,711.00
Gas Tax	2,671,655.00	3,190,602.00	3,193,898.00
Street Maintenance (hut)	6,162,413	6,253,140	6,562,007
Solid Waste Contract Management	49,475	49,475	53,918
Landscape Assessment Districts	434,173	421,924	500,674
Transient Occupancy Tax	3,453,356	3,790,707	3,776,617
Petaluma Tourism Improvement District	474,531	385,000	145,055
Prince Park Trust	1,570	4,369	5,923
Measure M Parks	904,601	852,505	953,165
Fairgrounds	-	-	450,000
Wickersham Park Trust	91	149	241
2021 Lease Revenue Bonds (Road Improvements)	5,428,723	3,701,135	2,942,599
Successor Agency Housing	447,116	434,518	644,029
Mobile Home Rent Program	30,057	452	415
Child Care Trust	489	1,757	1,251
Thomas Lee Charity Trust	85	239	226
<b>Total Special Revenue, Trust &amp; Debt Funds Revenues</b>	<b>31,847,913</b>	<b>30,569,934</b>	<b>34,223,263</b>

**2024 Budget**  
**Special Revenue, Trust & Debt Funds by Fund**

Fund	2022 Actual	2023 Revised	2024 Budget	Funded Position Allocation
<b>Appropriations</b>				
Commercial Linkage Fees	251,741	1,250,879	374,759	
Housing In-lieu Impact Fees	362,649	2,901,366	481,375	
Park Land Acquisition Impact Fees-08	1,541	6,858	3,506	
Park Land Development Impact Fees-08	255,416	4,969,581	671,622	
Open Space Acquisition Impact Fees-08	1,335	1,949	1,539	
City Facilities Development Impact Fee	186,427	448,816	1,740,834	
Storm Drainage Impact Fees	116,981	466,000	2,400,000	
Storm Drainage Impact Fees - 08	145	248	1,130	
Traffic Impact Fees	255,500	1,256,000	577,000	
Traffic Impact Fees - 08	10,333	1,352,727	1,256,336	
Public Art Fees	218,495	480,121	447,031	
3% Admin Fee - 08	382,558	159,170	159,940	
General Government Grants	750,000	-	1,335,000	
Comm Develop Grants	149,979	1,265,000	750,000	
Community Development Block Grant (CDBG)	429,867	369,848	1,091,200	
Home/begin	-	900,000	-	
Permanent Local Housing Authority (PHLA)	-	-	750,000	
Fire Grants	424,026	-	139,600	
Parks And Rec Grants	34,226	-	429,000	
Police Grants	1,428,124	1,224,070	1,451,211	1.00
Public Works Grants	7,379,618	1,683,631	1,794,000	
Donations/developer Contrib	-	1,004,427	686	
Abandoned Vehicle Abatement	149,612	146,035	166,616	1.00
Asset Seizures	33,218	829	703	
Haz Mat Fines-fire	-	37	341	
Supplemental Law Enforcement Services Fund (SLESF)	419,544	130,000	130,029	
Gas Tax	2,989,747	3,184,900	3,192,402	
Street Maintenance (HUT)	7,287,025	3,991,426	7,666,795	12.50
Street Signs And Markings	553,111	739,972	799,947	4.25
Street Signals And Lights	740,571	823,402	908,932	2.40
Solid Waste Contract Mgmt	25,749	55,333	6,321	
Landscape Assessment Districts	439,757	485,156	506,337	0.30
Transient Occupancy Tax	2,881,005	3,247,956	4,096,423	
Petaluma Tourism Improvement District	251,250	350,873	11,911	
Prince Park Trust	171,500	171,500	182,520	
Measure M Parks	1,050,899	1,203,434	959,679	1.00
Fairgrounds	-	-	450,000	-
2021 Lease Revenue Bonds (Road Improvements)	3,003,267	911,719	913,219	
Successor Agency Housing	434,853	397,006	642,339	0.95
Mobile Home Rent Program	53,672	19,150	9,207	
Child Care Trust	38,467	-	-	
<b>Total Special Revenue, Trust &amp; Debt Funds Appropriations</b>	<b>33,162,208</b>	<b>35,599,419</b>	<b>36,499,490</b>	<b>23.40</b>

**2024 Budget**  
**Special Revenue, Trust & Debt Funds by Account**

Account Type	2022 Actual	2023 Revised	2024 Budget
<b>Revenues</b>			
Taxes Revenue	5,795,550	6,185,282	6,403,517
Fees/permits And Fines Revenue	1,974,063	6,661,651	7,778,274
Use Of Property Revenue	229,452	489,162	888,822
Intergovernmental Revenue	11,659,837	6,987,887	10,889,870
Charges For Service Revenue	500,186	566,713	655,069
Miscellaneous	80,016	1,012,000	87,000
Transfers, Debt Proceeds, City Contribution	11,608,809	8,667,239	7,520,711
<b>Total Special Revenue, Trust &amp; Debt Funds Revenues</b>	<b>31,847,913</b>	<b>30,569,934</b>	<b>34,223,263</b>
<b>Appropriations</b>			
Salaries	1,868,729	2,231,657	2,768,741
Benefits	901,742	1,143,956	1,208,840
Supplies	404,046	497,510	964,275
Professional Services, Maintenance, Repairs	4,146,233	9,954,736	5,565,926
Intragovernmental Services	699,599	938,945	1,157,982
Utilities	296,918	358,951	335,851
Advertising, Promotion, Debt, Rent , Training	1,616,758	995,919	1,022,551
Capital Expenditures	512,541	-	139,600
Transfers	22,715,642	19,477,745	23,335,724
<b>Total Special Revenue, Trust &amp; Debt Funds Appropriations</b>	<b>33,162,208</b>	<b>35,599,419</b>	<b>36,499,490</b>



**2024 Budget  
Enterprise Funds by Fund**

Fund	2022 Actual	2023 Revised	2024 Budget	Funded Position Allocation
<b>Revenues</b>				
Airport	2,056,658	4,062,289	2,471,301	
Building Services	2,504,556	1,706,257	2,179,606	
Marina	333,906	237,500	340,689	
Transit	3,263,500	7,075,269	7,990,713	
<b>Total Enterprise Funds Revenues</b>	<b>8,158,620</b>	<b>13,081,315</b>	<b>12,982,309</b>	
<b>Appropriations</b>				
Airport	2,177,328	4,540,453	2,625,017	3.05
Building Services	2,469,209	2,420,788	2,878,924	9.79
Marina	752,428	342,428	358,514	0.53
Transit	3,621,420	6,591,693	7,949,453	4.15
<b>Total Enterprise Funds Appropriations</b>	<b>9,020,385</b>	<b>13,895,362</b>	<b>13,811,908</b>	<b>17.52</b>

**2024 Budget  
Enterprise Funds by Division**

Division	2022 Actual	2023 Revised	2024 Budget
<b>Revenues</b>			
Airport Admin/operations	2,056,658	4,062,289	2,471,301
Building Admin	57,812	32,457	59,470
Building Services	2,366,568	1,573,800	2,045,136
Building Svc Cost Recovery	80,176	100,000	75,000
Marina Admin/operations	333,906	237,500	340,689
Transit Admin	880,762	3,566,475	3,084,596
Transit City Routes	1,974,273	2,423,000	3,832,987
Paratransit	408,465	1,085,794	1,073,130
<b>Total Enterprise Funds Revenues</b>	<b>8,158,620</b>	<b>13,081,315</b>	<b>12,982,309</b>
<b>Appropriations</b>			
Airport Admin/operations	1,527,379	3,902,703	1,985,767
Airport Fueling	547,570	525,750	520,750
Airport Hangars	102,379	112,000	118,500
Building Admin	17,284	155,687	360,231
Building Services	2,362,851	2,106,101	2,359,693
Building Svc Cost Recovery	89,074	159,000	159,000
Marina Admin/operations	752,428	342,428	358,514
Transit Admin	676,920	1,429,441	2,463,515
Transit City Routes	2,363,137	4,251,338	4,563,688
Paratransit	581,363	910,914	922,250
<b>Total Enterprise Funds Appropriations</b>	<b>9,020,385</b>	<b>13,895,362</b>	<b>13,811,908</b>

**2024 Budget  
Enterprise Funds by Account**

Account type	2022 Actual	2023 Revised	2024 Budget
<b>Revenues</b>			
Taxes Revenue	78,869	90,000	100,000
Fees/permits And Fines Revenue	2,403,016	1,604,000	2,079,136
Use Of Property Revenue	1,479,100	1,509,209	1,647,469
Intergovernmental Revenue	3,062,291	8,873,406	7,731,004
Charges For Service Revenue	123,903	122,000	116,000
Utility Revenue	189,337	176,000	243,000
Sales Revenue	699,431	705,700	884,500
Miscellaneous	1,282	1,000	1,200
Transfers, Debt Proceeds, City Contribution	121,391	-	180,000
<b>Total Enterprise Fund Revenues</b>	<b>8,158,620</b>	<b>13,081,315</b>	<b>12,982,309</b>
<b>Appropriations</b>			
Salaries	1,237,192	1,939,104	2,129,686
Benefits	563,104	767,667	821,590
Supplies	1,131,182	1,013,000	1,132,750
Professional Services, Maintenance, Repairs	2,999,616	3,605,625	3,732,049
Intragovernmental Services	894,764	1,000,549	1,322,540
Utilities	169,144	169,600	160,600
Advertising, Promotion, Debt, Rent , Training	1,767,536	719,779	730,693
Capital Expenditures	-	1,925,500	1,950,000
Transfers	257,847	2,754,538	1,832,000
<b>Total Enterprise Fund Appropriations</b>	<b>9,020,385</b>	<b>13,895,362</b>	<b>13,811,908</b>

**2024 Budget  
Utilities Funds by Fund**

Fund	2022 Actual	2023 Revised	2024 Budget	Funded Position Allocation
<b>Revenues</b>				
Waste Water	36,699,391	33,048,152	32,582,934	
Waste Water Rate Stabilization	13,515	20,410	35,989	
Water	27,744,244	21,457,007	21,546,915	
Storm Water	974,404	776,649	817,761	
<b>Total Utilities Fund Revenues</b>	<b>65,431,554</b>	<b>55,302,218</b>	<b>54,983,599</b>	
<b>Appropriations</b>				
Waste Water	24,384,029	31,240,411	55,304,800	42.49
Water	20,969,589	23,977,395	29,164,935	29.82
Storm Water	763,122	1,044,047	1,352,496	1.60
<b>Total Utilities Fund Appropriations</b>	<b>46,116,740</b>	<b>56,261,853</b>	<b>85,822,231</b>	<b>73.91</b>

**2024 Budget  
Utilities Funds by Division**

Division	2022 Actual	2023 Revised	2024 Budget
<b>Revenues</b>			
Waste Water Admin	34,419,063	32,298,152	32,312,934
Waste Water Capacity Fees	2,280,328	750,000	270,000
Waste Water Rate Stabilization	13,515	20,410	35,989
Water Admin	27,657,897	21,107,007	21,444,915
Water Capacity Fees	81,847	350,000	100,000
Water Conservation	4,500	-	2,000
Storm Drainage Utility Admin	974,404	776,649	817,761
<b>Total Utilities Fund Revenues</b>	<b>65,431,554</b>	<b>55,302,218</b>	<b>54,983,599</b>
<b>Appropriations</b>			
Waste Water Admin	13,929,889	17,156,490	40,289,554
Waste Water Collect System	892,992	1,493,075	1,703,394
Waste Water Sewage Pump Stations	679,599	864,913	723,021
Waste Water Customer Svc	37,886	78,200	86,200
Waste Water Industrial	565,418	869,646	873,307
Waste Water Reclamation	901,418	1,937,234	1,753,586
Waste Water Storm Drain	133,909	422,511	267,579
Waste Water Ellis Creek Operations	7,242,918	8,418,342	9,608,159
Water Admin	7,678,239	7,549,159	12,691,566
Water Conservation	969,810	1,363,615	1,371,645
Water Customer Services	798,659	821,871	1,132,575
Water Leak Detect/cross Connect	127,532	133,000	148,786
Water Pumping	368,152	657,169	744,714
Water Source Of Supply	7,941,507	8,884,750	9,229,750
Water Transmission & Distribution	3,085,690	4,567,831	3,845,899
Storm Drainage Utility Admin	763,122	1,044,047	1,352,496
<b>Total Utilities Fund Appropriations</b>	<b>46,116,740</b>	<b>56,261,853</b>	<b>85,822,231</b>

**2024 Budget  
Utilities Funds by Account**

Account type	2022 Actual	2023 Revised	2024 Budget
<b>Revenues</b>			
Taxes Revenue	278,176	278,176	278,537
Fees/permits And Fines Revenue	274,482	1,500	2,000
Use Of Property Revenue	488,599	400,761	837,609
Intergovernmental Revenue	192,000	188,000	377,000
Utility Revenue	49,879,504	52,719,900	52,243,300
Sales Revenue	55,132	38,000	50,000
Miscellaneous	46,992	992,911	573,100
Transfers, Debt Proceeds, City Contribution	14,216,669	682,970	622,053
<b>Total Utilities Fund Revenues</b>	<b>65,431,554</b>	<b>55,302,218</b>	<b>54,983,599</b>
<b>Appropriations</b>			
Salaries	6,394,259	8,006,189	8,928,246
Benefits	2,794,320	3,655,751	3,882,015
Supplies	9,809,600	11,239,173	12,168,573
Professional Services, Maintenance, Repairs	4,001,636	7,038,385	7,235,090
Intragovernmental Services	3,382,340	3,422,134	4,831,360
Utilities	2,479,869	2,607,681	2,627,481
Advertising, Promotion, Debt, Rent , Training	9,232,614	9,988,793	9,880,691
Capital Expenditures	-	1,564,500	400,775
Transfers	8,022,102	8,739,247	35,868,000
<b>Total Utilities Fund Appropriations</b>	<b>46,116,740</b>	<b>56,261,853</b>	<b>85,822,231</b>

**2024 Budget**  
**Internal Service Funds by Fund**

Fund	2022 Actual	2023 Revised	2024 Budget	Funded Position Allocation
<b>Revenues</b>				
Employee Benefits	1,333,263	1,454,617	1,488,834	
General Services	275,787	136,763	4,938	
Information Technology	2,970,059	3,080,454	4,871,660	
Risk Management	2,480,461	2,349,977	3,301,662	
Vehicle and Equipment Replacement	1,526,465	1,003,874	2,192,800	
Workers' Compensation	3,571,001	3,405,463	3,897,135	
<b>Total Internal Service Funds Revenues</b>	<b>12,157,036</b>	<b>11,431,148</b>	<b>15,757,029</b>	
<b>Appropriations</b>				
Employee Benefits	624,957	1,183,094	1,189,231	
General Services	132,225	284,348	193,958	1.00
Information Technology	3,170,283	2,780,953	4,098,025	7.50
Risk Management	4,189,242	2,756,617	2,792,987	3.00
Vehicle and Equipment Replacement	810,466	1,603,817	2,385,718	
Workers' Compensation	2,579,546	3,713,860	3,819,118	
<b>Total Internal Service Funds Appropriations</b>	<b>11,506,719</b>	<b>12,322,689</b>	<b>14,479,037</b>	<b>11.50</b>



**2024 Budget**  
**Internal Service Funds by Account**

Account type	2022 Actual	2023 Revised	2024 Budget
<b>Revenues</b>			
Use Of Property Revenue	73,142	89,866	143,096
Charges For Service Revenue	9,153,110	9,992,891	13,328,542
Sales Revenue	813	-	-
Miscellaneous	1,424,295	103,115	103,115
Transfers, Debt Proceeds, City Contribution	1,505,676	1,245,276	2,182,276
<b>Total Internal Service Funds Revenues</b>	<b>12,157,036</b>	<b>11,431,148</b>	<b>15,757,029</b>
<b>Appropriations</b>			
Salaries	1,236,806	1,316,903	1,652,345
Benefits	682,647	851,367	930,517
Supplies	315,954	98,040	138,580
Professional Services, Maintenance, Repairs	1,622,697	1,421,994	1,979,074
Intragovernmental Services	253,954	331,108	417,963
Utilities	6,388,861	6,071,534	6,222,914
Advertising, Promotion, Debt, Rent , Training	1,005,800	930,202	933,644
Capital Expenditures	-	1,208,541	2,204,000
Transfers	-	93,000	-
<b>Total Internal Service Funds Appropriations</b>	<b>11,506,719</b>	<b>12,322,689</b>	<b>14,479,037</b>

**2024 Budget**  
**Capital Projects Funds by Fund**

Fund	2022 Actual	2023 Revised	2024 Budget	Funded Position Allocation
<b>Revenues</b>				
Facilities CIP	6,170,534	2,027,556	4,238,000	
Parks and Rec CIP	1,948,841	8,749,000	4,523,283	
Public Works CIP	8,613,956	12,014,262	21,717,824	
Airport CIP	247,847	2,301,538	523,000	
Transit CIP	-	496,000	1,747,000	
Waste Water CIP	5,075,126	5,107,000	29,390,000	
Water CIP	2,261,009	2,917,691	15,812,000	
<b>Total Capital Projects Funds Revenues</b>	<b>24,317,313</b>	<b>33,613,047</b>	<b>77,951,107</b>	
<b>Appropriations</b>				
Facilities CIP	3,346,527	3,090,000	8,951,000	1.25
Parks and Rec CIP	1,165,588	9,444,560	10,417,000	1.28
Public Works CIP	9,251,096	14,727,189	23,015,000	3.81
Airport CIP	266,173	2,278,793	523,000	0.48
Transit CIP	35,951	426,000	1,747,000	0.28
Waste Water CIP	4,677,498	4,426,917	29,006,000	4.60
Water CIP	2,498,879	2,758,000	15,813,000	3.20
<b>Total Capital Projects Funds Appropriations</b>	<b>21,241,712</b>	<b>37,151,459</b>	<b>89,472,000</b>	<b>14.90</b>

**2024 Budget**  
**Capital Projects Funds by Account**

Account type	2022 Actual	2023 Revised	2024 Budget
<b>Revenues</b>			
Fees/permits And Fines Revenue	1,504,696	-	-
Use Of Property Revenue	11,880	438	-
Intergovernmental Revenue	445,396	339,000	10,912,000
Charges For Service Revenue	9,555	-	-
Transfers, Debt Proceeds, City Contribution	22,345,786	33,273,609	67,039,107
<b>Total Capital Projects Funds Revenues</b>	<b>24,317,313</b>	<b>33,613,047</b>	<b>77,951,107</b>
<b>Appropriations</b>			
Salaries	699,847	1,410,896	2,013,197
Benefits	219,383	482,077	661,045
Supplies	194,306	-	-
Professional Services, Maintenance, Repairs	18,615,883	34,301,702	85,978,077
Intragovernmental Services	297,733	346,538	445,849
Utilities	263	-	-
Advertising, Promotion, Debt, Rent , Training	45,284	148,824	187,107
Capital Expenditures	621,206	368,000	186,725
Transfers	547,807	93,422	-
<b>Total Capital Projects Funds Appropriations</b>	<b>21,241,712</b>	<b>37,151,459</b>	<b>89,472,000</b>

### 2024 Budget Successor Agency by Fund

Fund	2022 Actual	2023 Revised	2024 Budget	Funded Position Allocation
<b>Revenues</b>				
Successor Agency Debt Service	5,168,210	5,138,622	5,131,711	
Successor Agency Admin	789,082	250,000	250,918	
<b>Total Successor Agency Funds Revenues</b>	<b>5,957,292</b>	<b>5,388,622</b>	<b>5,382,629</b>	
<b>Appropriations</b>				
Successor Agency Debt Service	1,954,537	5,138,622	5,131,711	
Successor Agency Admin	356,803	340,252	261,886	0.55
<b>Total Successor Agency Funds Appropriations</b>	<b>2,311,340</b>	<b>5,478,874</b>	<b>5,393,597</b>	<b>0.55</b>

### Successor Agency by Account

Account Type	2022 Actual	2023 Revised	2024 Budget
<b>Revenues</b>			
Taxes Revenue	5,418,210	5,388,622	5,381,711
Use Of Property Revenue	8	-	918
Intergovernmental Revenue	538,374	-	-
Transfers, Debt Proceeds, City Contribution	700	-	-
<b>Total Successor Agency Funds Revenues</b>	<b>5,957,292</b>	<b>5,388,622</b>	<b>5,382,629</b>
<b>Appropriations</b>			
Salaries	78,280	79,144	105,782
Benefits	27,144	31,076	36,200
Supplies	460	300	300
Professional Services, Maintenance, Repairs	11,873	28,600	19,600
Intragovernmental Services	232,596	193,392	92,264
Utilities	2,258	3,240	3,240
Advertising, Promotion, Debt, Rent , Training	1,958,729	5,143,122	5,136,211
<b>Total Successor Agency Funds Appropriations</b>	<b>2,311,340</b>	<b>5,478,874</b>	<b>5,393,597</b>

## 2024 Budget Citywide Capital Vehicle and Equipment Appropriations

**Fund: General Fund**

Description	Justification / Explanation	Quantity	Cost	Department
Heart Monitors	Replacement of 3 heart monitors in existing ambulances and 1 monitor for the new ambulance arriving in FY24	4	170,000	Fire Ambulance
<b>General Fund Capital</b>			<b>170,000</b>	

**Fund: Fire Grants**

Description	Justification / Explanation	Quantity	Cost	Department
Mobile Radios	Replacement of 20+ year old, non-FCC compliant portable radios for wildfire use and mobile communication on the City's Fire apparatus		139,600	Fire
<b>Fire Grants Subtotal</b>			<b>139,600</b>	
<b>Special Revenue Fund Capital</b>			<b>139,600</b>	

**Fund: Facilities CIP**

Description	Justification / Explanation	Quantity	Cost	Department
Procore Project Management Software	Software for CIP metrics and project management	0.1	19,250	PW & Utilities
<b>Facilities CIP Subtotal</b>			<b>19,250</b>	

**Fund: Parks CIP**

Description	Justification / Explanation	Quantity	Cost	Department
Procore Project Management Software	Software for CIP metrics and project management	0.1	19,250	PW & Utilities
<b>Parks CIP Subtotal</b>			<b>19,250</b>	

**Fund: Public Works CIP**

Description	Justification / Explanation	Quantity	Cost	Department
Procore Project Management Software	Software for CIP metrics and project management	0.25	48,125	PW & Utilities
<b>Public Works CIP Subtotal</b>			<b>48,125</b>	

**Fund: Airport CIP**

Description	Justification / Explanation	Quantity	Cost	Department
Procore Project Management Software	Software for CIP metrics and project management	0.05	9,625	PW & Utilities
<b>Airport CIP Subtotal</b>			<b>9,625</b>	

**Fund: Transit CIP**

Description	Justification / Explanation	Quantity	Cost	Department
Procore Project Management Software	Software for CIP metrics and project management	0.02	3,850	PW & Utilities
<b>Transit CIP Subtotal</b>			<b>3,850</b>	

**Fund: Waste Water CIP**

Description	Justification / Explanation	Quantity	Cost	Department
Procore Project Management Software	Software for CIP metrics and project management	0.3	57,750	PW & Utilities
<b>Waste Water CIP Subtotal</b>			<b>57,750</b>	

**Fund: Water CIP**

Description	Justification / Explanation	Quantity	Cost	Department
Procore Project Management Software	Software for CIP metrics and project management	0.15	28,875	PW & Utilities
<b>Water CIP Subtotal</b>			<b>28,875</b>	

<b>Capital Projects Fund Capital</b>			<b>186,725</b>	
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## 2024 Budget Citywide Capital Vehicle and Equipment Appropriations

### Fund: Building Services

Description	Justification / Explanation	Quantity	Cost	Department
Electric Vehicle	Replacement of fossil fuel 2007 SUV	1	100,000	Community Dev
<b>Building Services Subtotal</b>			<b>100,000</b>	

### Fund: Transit

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

<b>Enterprise Fund Capital</b>			<b>1,950,000</b>	
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### Fund: Waste Water

Description	Justification / Explanation	Quantity	Cost	Department
F550 Dump Truck clean renewable diesel	Replace aging gasoline powered dump truck	0.5	57,500	PW & Utilities
Electric Trucks	Replacement high repairs costs gasoline trucks	1	60,000	PW & Utilities
<b>Waste Water Administration Subtotal</b>			<b>117,500</b>	

### Fund: Water

Description	Justification / Explanation	Quantity	Cost	Department
F550 Dump Truck clean renewable diesel	Replace aging gasoline powered dump truck	0.5	57,500	PW & Utilities
Electric Trucks	Replace high repairs/costs gasoline powered trucks	1	60,000	PW & Utilities
<b>Water Administration Subtotal</b>			<b>117,500</b>	

### Fund: Storm Water

Description	Justification / Explanation	Quantity	Cost	Department
35G Excavator clean renewable diesel	Excavator for operations maintenance/clearing water/sewer mains and for clearing debris storm channels	1	110,000	PW & Utilities
Small Electric Street Sweeper	To be used to clean debris from roadways pre/post storms, and following sewer and/or water maintenance work	1	50,000	PW & Utilities
Procore Project Management Software	Software for CIP metrics and project management	0.03	5,775	PW & Utilities
<b>Storm Water Subtotal</b>			<b>165,775</b>	
<b>Utilities Fund Capital</b>			<b>400,775</b>	

## 2024 Budget Citywide Capital Vehicle and Equipment Appropriations

### Fund: Information Technology

Description	Justification / Explanation	Quantity	Cost	Department
PD and PW& U Software Server upgrades	Replacement, virtualization, and improvement of aging server platform		95,000	IT
Server Backup Upgrades	Upgrade server backup solution to protect the City's data from hacking/ransomware exposure and to include local immutable backups, improved restore times, and improved cloud backup.		100,000	IT
Project management tracking and collaboration tools	Citywide project management and tracking software, and collaboration tools.		22,000	IT
<b>Information Technology Subtotal</b>			<b>217,000</b>	

### Fund: Vehicle and Equipment Replacement

Description	Justification / Explanation	Quantity	Cost	Department
Type 1 fire engine equipment	Equipment to outfit the fire engine expected to be delivered in summer /fall of FY 2024		300,000	Fire
Ambulance	Expected delivery of approved ambulance purchase (Resolution 2022-120)		398,000	Fire
Vehicles	Training Captain hybrid pickup lease for emergency response and staff training	1	50,000	Fire
F250 Crew Truck (clean, renewable diesel)	Replacement of an existing gasoline truck. Budget carryforward from FY20/21	1	90,000	PW
Backhoe	Replacement of the inoperable backhoe is needed for street repairs. Budget carryforward from FY20/21	1	150,000	PW
Skid Steer	Replacement of the inoperable Skid Steer is needed for the Streets crew. Budget carryforward from FY20/21	1	70,000	PW
Vehicles	Lease vehicles costs		290,000	Citywide
Vehicles	Lease for Ford hybrid interceptors and equipment to outfit the vehicles	15	639,000	Police
<b>Vehicle and Equipment Replacement Subtotal</b>			<b>1,987,000</b>	
<b>Internal Service Fund Capital</b>			<b>2,204,000</b>	

<b>Total Capital Vehicle and Equipment Appropriations</b>	<b>5,051,100</b>
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## Climate Action Baseline, Projects and Program Overview

### Petaluma Climate Action

The City of Petaluma is committed to carbon neutrality by 2030 and is taking aggressive action to meet this goal. To begin tracking our progress, we began categorizing Capital Improvement Plan (CIP) projects in FY 2022 as Climate First initiatives when they meet one or more of the following criteria:

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

The Capital Improvement Program includes an approximate investment in FY 24 of \$46m for projects that have been categorized as Climate First initiatives and are shown below for reference. More details for each project can be found in the Capital Improvement Program section of the document:

### Climate First Capital Improvement Projects

Category	Capital Project Number	Project Description
<b>Airport</b>	C61502218	Airport Emergency Power Backup
<b>Facilities</b>	C16201304	Community Center Repairs
	C11502015	Electric Vehicle Chargers
	E11502346	City Facilities Emergency Power Back-up Feasibility Study
	C11202018	Emergency Power Back-up at City Hall and Police Headquarters
	C11202116	Community Center Emergency Power Back-up
	E11202132	City-Wide Facilities Audit and Energy Program
	C11202223	HVAC and Energy Efficiency Upgrades
<b>Parks</b>	C00400205	Playground Replacements
	C14502008	Lucchesi Turf Field Replacement
	E14402237	Petaluma River Dredging Program
	C14502012	Shollenberger Amphitheater & Kiosk Improvements
	C14502114	Lynch Creek Trail/ Crosstown Connector
	C14502317	Kenilworth Park Revitalization
	C14502216	Westridge Pathway Rehabilitation
	C14502320	Swim Center Pool Renovation & Repair

Category	Capital Project Number	Project Description
<b>Public Works</b>	C16101519	Rivertrail/ 101 Crosstown Connector
	C16101601	Petaluma Blvd. South Complete Streets (Road Diet)
	C16102147	North McDowell Blvd. Complete Streets
	C16102032	Pedestrian Improvements Citywide
	C16102250	Traffic Signal Improvements-Citywide
	C16501412	LED Streetlight an Facility Lighting Retrofit
	C16102146	Traffic Calming and Bike Blvd./ Neighborhood Greenways
	C16102251	D Street Improvements
	E16402238	Pedestrian Bridge Assessment
	C16402252	Pedestrian Bridge Renovations
	C16102145	City-Wide Striping Improvements
	E16502134	Active Transportation Plan and Wayfinding
	NEW	Caulfield Lane Active Transportation
	E16102347	Review of Corona Road and McKenzie AT Crossing
	NEW	Bicycle/Pedestrian Wayfinding & Bicycle Parking
	NEW	Payran UST
	NEW	Downtown Beautification
<b>Recycled Water</b>	C66401416	Tertiary Filtration System Expansion
	C66401302	Agricultural Recycled Water System - Turnout And Meter Replacements
	C66501936	Agricultural Recycled Water System Expansion- Adobe Road/Lakeville
	C66501834	Urban Recycled Water System Expansion - Maria Extension/Loop
	New	Urban Recycled Water System Expansion – Park Irrigation Conversions
<b>Surface Water</b>	C16301518	Old Corona Road Water Quality Mitigation
	C16501931	Storm Drain Trash Capture Device Pilot
	C16502254	Wilson Stormwater Pump Station & Outfall Upgrades
	New	Corona Creek Flood Reduction and Habitat Enhancement
	C16302255	960 Lakeville Drainage Improvements
<b>Transit</b>	C65502211	Bus Stop Improvements
	C65502212	Transit Facility Gate Electrification
	C65502213	Transit Facility Power Back-up System Installation
	C65502214	Transit Facility Electrification
<b>Waste Water</b>	C66501518	CNG Fueling Station at Ellis Creek
	C66401728	Ellis Creek High Strength Waste Facilities
	C66502032	PIPS Forcemain Replacement
	C66501930	Replace PIPS High Capacity Pumps
	NEW	Ellis Creek Water Recycling Facility Energy Plan
<b>Water Utilities Projects</b>	C67501611	Well Construction
	E67502243	Aquifer Storage & Recovery (ASR) Plan
	E67502242	Advanced Metering Infrastructure (AMI)
	NEW	Bulk Potable/Recycled Water Fill Stations and Security Improvements
		Drought Relief Project Studies
<b>Advanced Planning Program Projects</b>	E11502028	General Plan & Housing Element Comprehensive Update

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

#### **Syserco Energy Solutions Contract:**

A facilities condition assessment of 46 city-owned buildings was completed in early 2020, identifying costs of over \$30 million in deferred maintenance and \$22 million in scheduled maintenance within the next 20 years. The assessment provided a high-level list of projects incorporating deferred and scheduled maintenance; however, the assessment did not address energy efficiency. The next step in the assessment will be to identify, prioritize, and begin implementation of projects that can reduce energy usage, switch from fossil fuel sources to electricity, generate renewable energy, and energy cost savings to offset total project costs.

The general approach for the analysis and project development will be to review the utility usage of all buildings owned by the City to identify and rank the best opportunities, perform a site survey of the buildings to assess energy cost savings and greenhouse gas reduction potential, and develop a preliminary list of energy efficiency, energy storage/resilience and electrification measures (Task 1). Buildings deemed to have sufficient potential will then undergo a more detailed analysis (Investment Grade Audit) and subsequent assessment to estimate the cost-effectiveness / rough order of magnitude cost of implementing various Energy Conservation Measures (ECMs), which include energy efficiency, renewable energy generation, fuel switching from natural gas to electricity, and energy storage measures (Task 2). The project kick-off can take place in November and all work through Task 2 would conclude in June 2023. Task 3 of the proposed agreement (Implementation of ECMs) is dependent on the viability of the measures. If the measures are not projected to result in cost savings, greenhouse gas reductions, or increase facility resilience, the City may choose not to issue a Notice to Proceed to SES for design work.

#### **Solar Initiatives:**

As we work to achieve the City of Petaluma's Climate Action goals, we are constructing parking lot canopy photovoltaic solar arrays at various locations around town. Solar arrays like these derive clean, pure energy from the sun, help combat greenhouse gas emissions, and work to reduce our collective dependence on fossil fuels.

Initially, this project will provide oversight of the construction of solar arrays at the Community Center, Petaluma Police Department, Swim Center, and Petaluma Community Sports Fields. These solar arrays are projected to save the City \$20 million in energy costs over 20 years.

#### **Floating Solar:**

The City's Ellis Creek Water Recycling Facility (ECWRF) operates continuously throughout the year and is the City's largest electricity user. In July 2021, all City electric accounts were moved to Sonoma Clean Power's (SCP) Evergreen Power which provides electricity from renewable sources. Over the past few years, several solar developers have approached the City with interest to develop a floating solar project at ECWRF. Staff determined that installing a floating solar array on Pond #3 would provide the greatest value to the City with the least impact to Ellis Creek operations.

The unanimous vote, made during a Dec. 19 public hearing, calls for the floating solar array atop a 17-acre pond at the water treatment center located at 3890 Cypress Drive across from Lakeville Highway. The array would cover about two-thirds of the pond's surface.

The solar project would begin operation by the end of 2024, and is expected to save the Ellis Creek Water Recycling Facility \$13.1 million in electricity bills over a 20-year span.

#### **Integrated Pest Management Plan:**

Integrated Pest Management (IPM) is defined in Title 7 of the US Code as “a sustainable approach to managing pests by combining biological, cultural, physical, and chemical tools in a way that minimizes economic, health, and environmental risks.” A common feature of recent IPM Plan is to change practices to relegate chemical pest control to a last resort, with some plan prohibiting the use of synthetic pesticides altogether. The process to develop an IPM Plan which would guide all pest control activities related to City facilities and operations is underway. Staff is working closely with consultants and a community working group of stakeholders to draft initial program details to present for feedback. The IPM Plan is expected to be presented to the City Council in Fall 2022.

The first two milestones, Complete Stakeholder Interviews and Site Analysis and Present Summary of Findings to Community Working Group and Staff for Review and Input, are anticipated to be completed by Quarter 2 of FY 2023.

#### **General Plan Update including the Climate Action and Adaptation Plan:**

The General Plan update process is designed to coordinate the renewal of Petaluma's General Plan and Housing Element concurrently to meet the Housing Element update deadline of December 2022. The update process also includes ongoing long-range planning efforts including updating planning documents that support the implementation of the General Plan. Following the adoption of the General Plan, updates to the City's Zoning Ordinance, Station Area Master Plan, Central Petaluma Specific Plan, and Urban Growth Boundary (UGB) may move forward to implement the directions in the newly adopted General Plan. A timeline of the process is included below, followed by a detailed schedule.

This hard work sets the stage for how climate change is addressed in the General Plan update, which will include a Climate Action and Adaptation Plan (CAAP) – an action called for in the Climate Emergency Action Framework. This Climate Action and Adaptation Plan will be both a technical document used to guide city decision-making and a visionary document used by the public to understand the direction of the community. This plan will include a greenhouse gas inventory, a greenhouse gas reduction analysis, and a climate equity assessment that will serve as a foundation for the plan alongside community engagement and visioning. By incorporating both quantitative goals and policy language, the Climate Action and Adaptation Plan will work in connection with the broader General Plan to reach towards Petaluma's climate vision.

**Adoption of Tree Preservation Ordinance:**

Trees have multiple positive benefits related to providing wildlife habitat, sequestering carbon to help mitigate climate change, reducing the heat-island effect, and increasing property values through beautification. Petaluma's existing tree ordinance has not been updated to realize the increased benefit of enhanced tree protection. The updated tree preservation ordinance would update internal processes and permitting related to tree removal, update provisions for tree maintenance, planting in the public right of way, and update standard provisions for all entitlements and land use permitting. This legislation and policy update is expected to be considered by Council in Spring 2023.

The first milestone, Review Existing Regulations, Review of Draft Tree Technical Manual and ReLeaf, and Identify Case Studies, Best Practices, is anticipated to be completed in the upcoming fiscal year.

**XeroHome Urban Building Energy Model:**

XeroHome is a web-based data-analytics software that makes custom home energy analysis affordable, and accessible to every homeowner. XeroHome generates recommendations for the most suitable energy efficiency upgrades for individual homes based on energy modeling and remote data acquisition. PG&E is funding the deployment of XeroHome for the city of Petaluma as a pilot project. XeroHome is currently in "soft release" so that staff can review the platform. A public launch is anticipated for mid-January.

**EV Charging Infrastructure Master Plan:**

The City of Petaluma is currently negotiating a scope of work with a consultant to provide a Citywide EV charging infrastructure master plan. This master plan will include site assessments to survey grid capacity at up to ten facility locations and will consist of the conceptual and engineering designs for the installation of EV chargers at these facilities.

**EV Preferred Purchasing Policy:**

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

**Citywide Electrification Initiative:**

The City Council's approval of the Climate Emergency Framework on January 11, 2021 set a goal for the City of Petaluma to become carbon neutral by 2030. Major sources of carbon emissions in the City of Petaluma are transportation and existing buildings. Electrification and fuel switch to renewable sources for the transportation and housing sectors would significantly reduce greenhouse gas emissions. A citywide electrification plan will identify barriers and propose solutions for electrification of existing Petaluma buildings and infrastructure, including infrastructure upgrades needed to support electrification of buildings and vehicles.

The first milestone, Review Electrification Plans for Other Jurisdictions, is anticipated to be completed in the upcoming fiscal year.

### Generator Feasibility Study:

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

## Purchase of Fossil Fuels for Equipment and Facility Use

In recognition of Resolution No. 2019-055 N.C.S. declaring a Climate Emergency, Resolution No. 2021-007 N.C.S. adopting a Climate Emergency Framework, and priority action items recommended by the Climate Action Commission and accepted by the City Council on January 11, 2021, staff has prepared a summary of both fossil and renewable fuel purchases for Fiscal Years 2021, 2022, and through March 1 of FY 2023. This information is provided both as a benchmark to track the City's direct contribution of fossil fuel purchases and resulting greenhouse gas emissions, and to provide information for focusing future decarbonization activities. The information presented in this section has been calculated based on gallons of fuel purchased over the noted fiscal years.

### Fuel Usage (in Gallons) by Department per Fiscal Year

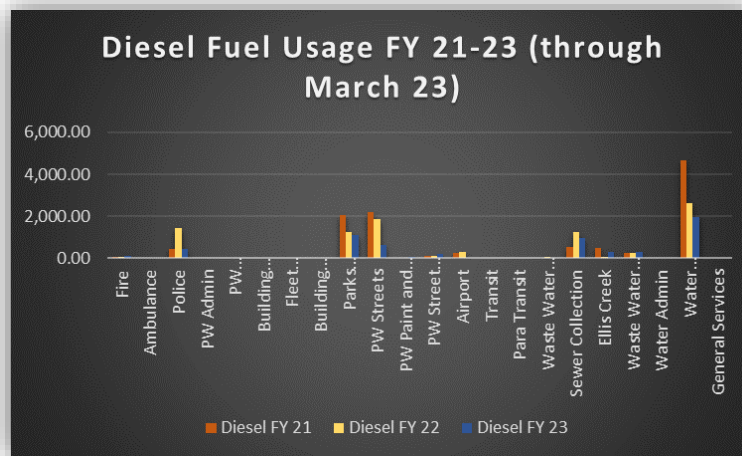
Department	Fiscal Year 2020-2021			Fiscal Year 2021-2022			Fiscal Year 2022-2023 (Through March)		
	Unleaded	Diesel	Renewable Diesel	Unleaded	Diesel	Renewable Diesel	Unleaded	Diesel	Renewable Diesel
Fire	2,809.98	39.73	12,058.73	1,827.70	27.40	6,752.00	1,620.88	118.70	5,194.56
Ambulance			7,587.34			6,461.98			4,884.76
Police	46,871.75	456.73		31,260.84	1,427.68		23,241.03	445.32	
PW Admin	367.90			136.20					
PW Engineering Dev	222.20			57.90					
Building Maintenance	1,075.10			783.70			621.50		
Fleet Maintenance	976.20			781.30			383.60		
Building Inspections	1,549.90			1,061.00			2,740.70		
Parks Maintenance	7,530.30	2,064.40		5,680.30	1,241.50		3,066.80	1,082.20	
PW Streets	5,674.80	2,213.90		4,652.90	1,874.00		1,290.20	644.90	
PW Paint and Signs	2,186.00			2,031.30			591.30	29.10	
PW Street Lighting	1,292.20	117.40		917.30	82.50		812.50	176.70	
Airport	1,215.20	256.80		1,557.70	306.30		819.10		
Transit	7,825.02		54,744.09	4,854.30		38,960.50	3,203.95		25,392.24
Waste Water Admin	16.40			0.00	32.70		88.70		
Sewer Collection	611.00	541.20		455.30	1,253.80		185.20	971.00	
Ellis Creek	4,328.40	465.90		151.70	42.10		75.00	287.90	
Waste Water Storm Drain	171.60	235.20		3,207.70	264.10		2,446.70	272.30	
Water Admin	51.80								
Water Resources	15,761.00	4,647.40		10,404.00	2,630.30		7,664.40	1,976.80	
General Services	16.40			8.20					
<b>Total</b>	<b>100,553.15</b>	<b>11,038.66</b>	<b>74,390.16</b>	<b>69,829.34</b>	<b>9,182.38</b>	<b>52,174.48</b>	<b>48,851.56</b>	<b>6,004.92</b>	<b>35,471.56</b>

## Fossil Fuel Usage

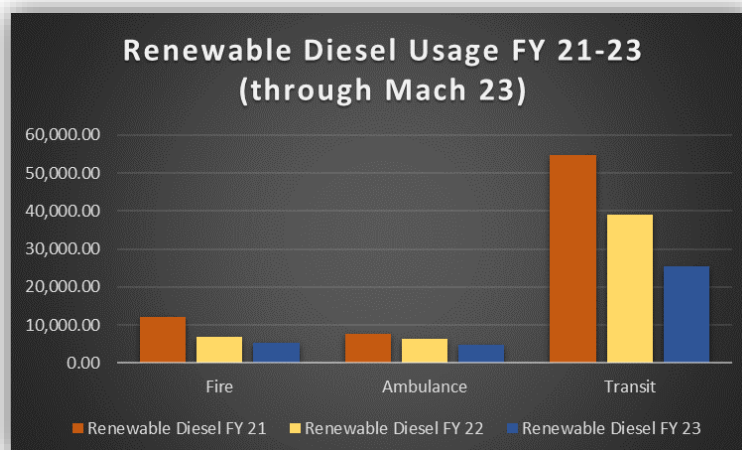
Overall, there was a slight reduction of fossil fuel usage from Fiscal Year 2021 to Fiscal Year 2022 which could be accredited to the reduction of transport caused by the Coronavirus Pandemic and resulting facility closures. The City of Petaluma continues to support a hybrid remote work policy which will continue to facilitate a permanent reduction in fossil fuel usage in the workforce.

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 goal of the City vehicle fleet electrification continues to be a high priority, and the City has been able to begin replacing gas combustion fleet vehicles with EV alternatives. Two new EVs have been purchased for the Police Department in the last year. As these transitions continue, we expect to see significant reductions in fuel usage across all departments. 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).

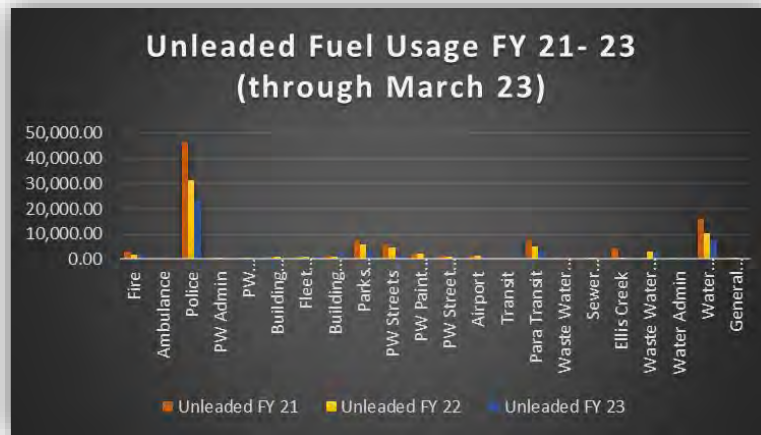
*Diesel Usage by Department per Fiscal Year*



*Renewable Diesel Usage by Department per Fiscal Year*





*Unleaded Fuel Usage by Department per Fiscal Year*

### 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.

#### **Joint Fueling Services Contract with the County of Sonoma and the City of Santa Rosa:**

The City of Petaluma has entered into an agreement with the County of Sonoma and the City of Santa Rosa to request proposals for a new fueling services provider which will transition all remaining Petaluma facilities from conventional diesel to renewable diesel. This transition will require minimal effort from the City but will result in significant GHG emissions reductions from our diesel operations.

As can be seen, the City is fully embracing and is committed to the goal of carbon neutrality through the various ongoing projects and programs listed above. We continue to deliver on the community's call for action and reducing our impact on the environment.

## General Fund Operating Budget Overview

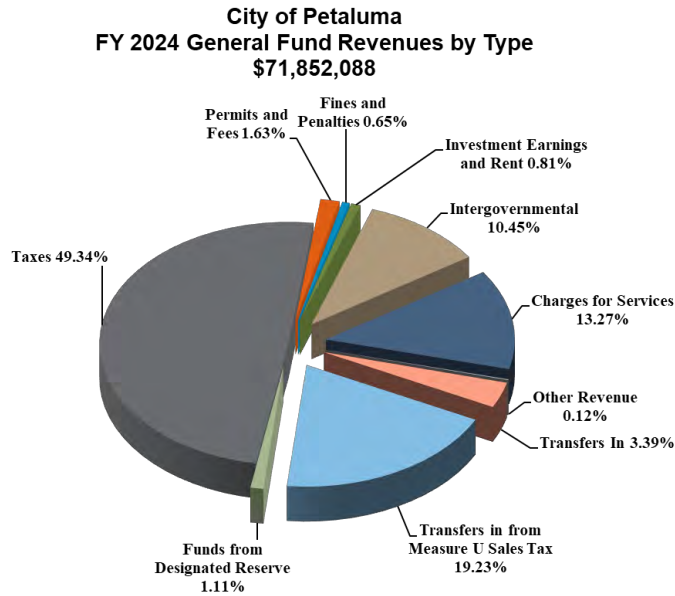
FY 23-24 Budget

	FY 2021 Actual	FY 2022 Actual	FY 2023 Revised Budget	FY 2024 Budget
<b>Revenues</b>				
Taxes	\$ 31,554,766	\$ 36,400,333	\$ 34,013,111	\$ 35,453,837
Permits and Fees	1,671,811	1,338,219	1,133,254	1,174,478
Fines and Penalties	161,927	332,852	485,000	464,500
Investment Earnings and Rent	129,921	218,003	406,663	581,770
Intergovernmental	7,926,108	7,264,793	7,175,444	7,508,097
Charges for Services	9,582,790	10,228,548	8,803,068	9,534,712
Other Revenue	294,708	85,070	14,000	84,000
Transfers In	3,435,500	2,548,300	2,517,500	2,435,520
Transfers in from Measure U Sales Tax	-	7,419,248	9,926,432	13,819,174
<b>Total Revenues</b>	<b>\$ 54,757,531</b>	<b>\$ 65,835,366</b>	<b>\$ 64,474,472</b>	<b>\$ 71,056,088</b>
<b>Funds from Designated Reserve</b>			<b>\$ 2,210,000</b>	<b>\$ 796,000</b>
<b>Total Sources</b>			<b>\$ 66,684,472</b>	<b>\$ 71,852,088</b>
<b>Expenditures/Appropriations</b>				
Salaries	\$ 26,614,103	\$ 29,644,014	\$ 31,388,022	\$ 33,528,055
Benefits	16,232,042	18,357,978	20,771,516	22,085,232
Services and Supplies	8,794,225	11,070,225	7,160,693	8,198,327
Utilities	1,202,280	1,179,781	1,176,444	1,401,085
Capital	217,608	27,903	219,000	170,000
Transfers Out	2,512,693	2,473,054	3,173,507	2,177,722
Intragovernmental	1,224,042	2,045,286	2,795,290	4,291,667
<b>Total Expenditures/Appropriations</b>	<b>\$ 56,796,993</b>	<b>\$ 64,798,241</b>	<b>\$ 66,684,472</b>	<b>\$ 71,852,088</b>
<b>Difference</b>	<b>\$ (2,039,462)</b>	<b>\$ 1,037,125</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Working Capital Balance</b>	<b>\$ 2,739,136</b>	<b>\$ 704,647</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Ending Working Capital Balance *</b>	<b>\$ 704,647</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

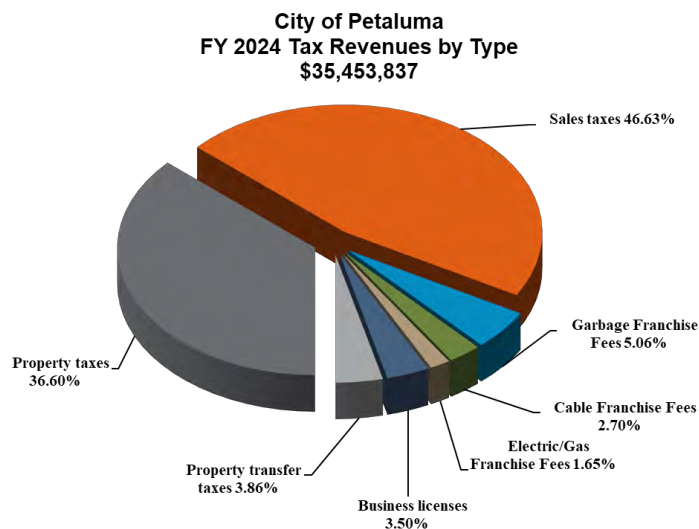
\* Note: Does not include designated reserves

## Revenues

Total General Fund revenues in FY 2023/24 are projected to be \$71,852,088. This represents a 7.7% increase over FY 2022/23 revised revenues. The chart below shows total General Fund revenues by type.



Tax revenues make up 49.34% of total General Fund revenues. When the transfers in from Measure U Sales Tax are added to the Taxes category, tax revenues make up 68.57% of the overall General Fund revenues. The chart below shows tax revenues by type as a percentage of total tax revenue.



**Sales Tax** revenue is the largest revenue source in the General Fund. Sales Tax represents 46.63% of General Fund tax revenues and is projected to approximate \$16.53 million during FY 2023/24. Recovery is occurring since the onset of the pandemic and we had strong growth through June of 2022. 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 \$.5m or about a 3.6% increase over FY 2022/23 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. Concerns remain regarding the unstable nature of the economy – from high inflation, slowing of supply chains and recent world events, thus 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. We continue to review and analyze revenue trends closely and work with the City's sales tax consultant to refine projections. As the year progresses and if revenue trends differ from projections, adjustments will be brought forward in conjunction with quarterly budget adjustments. As the economy continues to recover, moderate growth is expected in the Transportation, Food Products, Retail and County Pool categories. Slower growth in other sectors continues in the out years of the forecast.

**Property Tax** revenue is the second largest individual source of revenue in the General Fund and makes up 36.60% of General Fund tax revenues. FY 2023/24 overall property tax revenues are projected to be \$13 million. This amount is up \$.6 million from FY 2022/23 and represents an overall increase of approximately 5%. 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 3% in the out years of the forecast.

**Franchise Fee** revenues make up \$3.4 million or 9.4% 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 3.5% of General Fund tax revenues. Revenues in this category are estimated to be \$1.2 million in FY 2023/24, approximately a 4% increase from FY 2022/23. We continue to see more business licenses issued year after year and revenues continue to show steady growth. We continue to support businesses whenever possible and remain optimistic that a strong recovery continues. Beginning in FY 2024/25, this revenue category resumes with a pattern of slow overall growth over time.

**Property Transfer Taxes** revenues are projected to be \$1.4m during FY 2023/24. This revenue category has continued to show strong growth over the last several years due to a strong housing market. We remain conservative in this revenue category given the uncertainty in the economy. Revenues are up by \$.16m over FY 2022/23. Beginning in FY 2024/25, 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 and business activity returning to normal. Revenue is projected to be \$1.17m during FY 2023/24. This is an increase of approximately \$.04m. This category also shows moderate growth beginning in FY 25 and through the remaining years of the forecast.

**Fines and Penalties** revenue is expected to be \$.46m, 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 expected to be up in FY 2023/2024 due to rising short-term interest rates. Recent interest earnings have exceeded expectations due to sharply inclining short-term interest rates, but we do remain conservative given the economy. Growth of approximately 3.0% is included in the out years of the forecast.

**Intergovernmental** revenues account for funds from other government agencies including federal, state and local agencies. Revenues in this category are projected to be \$7.5m during FY 2023/24. The main driver of this increase in this category is Motor Vehicle License Fees which is projected to be up approximately \$.25 million, a growth factor determined by assessed valuation growth.

**Charges for Services** revenues are projected to be \$9.5 million next fiscal year. This revenue category is up approximately \$.6 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, unchanged when compared to the prior year. The transfer in from the Transient Occupancy Tax Fund has been slightly decreased over the past several years 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 realized during the pandemic, we will continue to track activity closely.

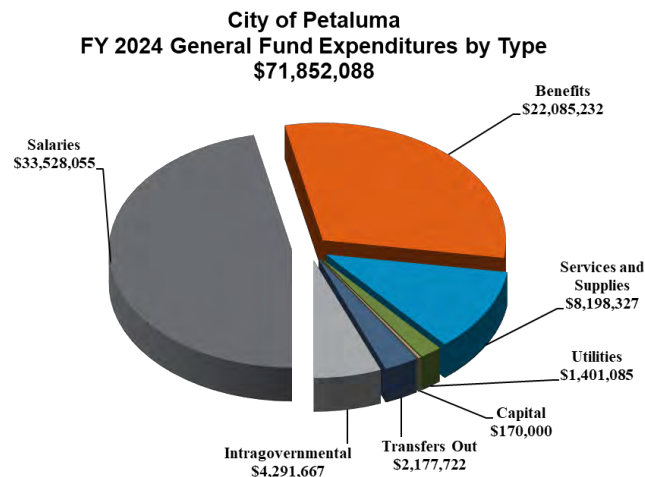
**Funds transferred in from Measure U** will be \$13.82 million, an increase of \$3.16 million from revised FY 2022/23. FY 2023/24 is the third full year of the new sales tax that went into effect April 1, 2021. This general sales tax provides support to the general fund and the associated ongoing costs of operations. It is also intended to cover workforce stabilization, road and facility maintenance and other priority initiatives identified by the community. Included in the \$13.82 million, approximately \$8.3m is direct support for General Fund operations so current operations and services can continue without the need to cut services or staffing. Also included is approximately \$4.5 million of anticipated workforce stabilization funding that includes aligning position classifications and compensation to market rates, providing for cost of living adjustments and includes the addition of new positions intended to improve services citywide, address community concerns and address workload capacity issues within the department. The majority of the overall increase in this category is directly related to new costs in the

General Fund associated with new positions, increased employee benefit costs, significant investment in technology improvements and parks maintenance related activities as well as increased intragovernmental charges to support rising costs of Information Technology and Risk Management. All of the costs included align with the community priorities. Two meetings with the Measure U Committee have occurred during 2023. 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 \$.8 million, a decrease of \$1.4 million from revised FY 2022/23. Most of this decrease is due to less designated reserves coming into fund intended projects due to less General Plan transfers included in FY 2023/24. 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 \$71.85 million, an increase of approximately \$5.2 million over FY 2022/23 revised budget. The chart below shows expenditures by type.



**Salaries** include appropriations for funding 230 positions and are expected to be higher by about \$2.1m million. Salaries and Benefits combined include workforce stabilization costs as well as cost-of-living adjustments. New positions to address needs in the Police, Fire and Parks and Recreation Departments have been incorporated and account for a portion of the overall increase. Also included are the expected increases resulting from ongoing negotiations and position step advancements. 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 \$1.3 million. This increase is largely related to increased retirement costs as well as benefits associated with new positions and employee benefit selection. Also adding to the costs are increases related to ongoing negotiation impacts, and an increase in Workers Compensation resulting from the ongoing high cost of injury related claims, bringing reserves to appropriate actuarial reported reserve levels and administering the program.

**Services and supplies** are appropriations for services and supplies necessary to carry out daily operations and provide services to the community. This expenditure category is increasing by approximately \$1 million to address a variety of needs citywide such as services in the parks and recreation department; gopher abatement, animal grazing using restorative land practices, tree canopy preservation, weed abatement following IPMP best practices, increased janitorial services in parks restrooms, turf care program as well as increased costs expected for routine services. Other costs such as records management, storage and scanning, outreach and translation services, and appropriations for ongoing professional training for police department staff are included.

**Utilities** represent electric, gas, water and wastewater costs in the general fund. Costs have continually increased over the past several years and the expectation is this trend will continue in FY 2023/24 and therefore appropriations have increased by \$.2 million over FY 2022/23.

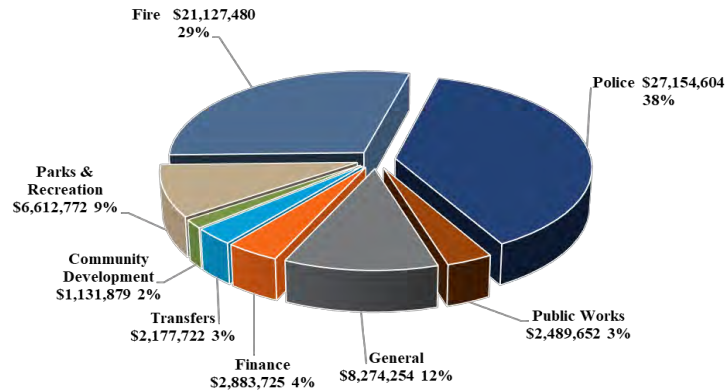
**Capital** expenditures are included for the purchase of heart monitors needed in the fire department to replace outdated models. The total appropriated is decreasing by \$.05 million due to less one-time non-recurring capital purchases appropriated in FY 2023/24.

**Transfers out** decreased by \$.9 million due to less transfers out to fund capital projects. Transfers that continue to be included are transfers to cover storm water costs, the planned payback of the inter-fund loan to the storm drainage impact fee fund and the payment related to the litigation settlement. Also included is the ongoing transfer to the City's vehicle and equipment replacement fund necessary for the replacement of aging vehicles and for the transition to an electric fleet.

**Intragovernmental charges** are up about \$1.5 million due to increased intergovernmental charges for Risk Management and Information Technology. 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 previous year but critical to fund the ongoing cost of the service and build appropriate reserves. Information Technology is also increasing resulting from additional investment in citywide technology improvements such as server replacements, cybersecurity to protect sensitive data and installing reliable internet connection for use during emergencies. The chart below shows General Fund expenditures by function.



**City of Petaluma**  
**FY 2024 General Fund Expenditures by Function**  
**\$71,852,088**



### 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 3%. Sales Tax revenues are expected to be recovering and long-term growth is anticipated to be in the 3-3.5% range annually over the next several years. Expenditures have been updated and continue to include workforce stabilization. Other personnel costs will increase significantly over the duration of the forecast due mainly to continued benefit-related cost increases.

### General Fund Long Term Operating Forecast

Revenue Categories	Revised 2023	Budget 2024	Forecast 2025	Forecast 2026	Forecast 2027	Forecast 2028	Forecast 2029
Property Taxes	12,363,947	12,977,564	13,366,891	13,767,898	14,180,935	14,606,363	15,044,553
Sales and Use Taxes	15,958,400	16,530,500	17,085,800	17,691,900	18,276,400	18,839,500	19,381,300
Business License Tax	1,194,168	1,241,935	1,279,193	1,317,569	1,357,096	1,397,809	1,439,743
Property Transfer Tax	1,202,220	1,367,331	1,408,351	1,450,601	1,494,120	1,538,943	1,585,111
Franchise Fees	3,294,376	3,336,507	3,436,602	3,539,700	3,645,891	3,755,268	3,867,926
Permits and Fees	1,133,254	1,174,478	1,209,712	1,246,004	1,283,384	1,321,885	1,361,542
Fines and Penalties	485,000	464,500	473,790	483,266	492,931	502,790	512,846
Investment Earnings and Rent	406,663	581,770	599,223	617,200	635,716	654,787	674,431
Intergovernmental Revenues	7,175,444	7,508,097	7,733,340	7,965,340	8,204,300	8,450,429	8,703,942
Charges for Services	8,803,068	9,534,712	9,820,753	10,115,376	10,418,837	10,731,402	11,053,344
Other Revenues	14,000	84,000	86,520	89,116	91,789	94,543	97,379
Transfers from Transient Occupancy Tax	2,123,000	2,123,000	2,123,000	2,123,000	2,123,000	2,123,000	2,123,000
Transfers from Measure U Sales Tax Fund	9,926,432	13,819,174	13,450,182	14,468,298	15,689,535	16,867,173	18,716,016
Other Transfers and Sources	2,604,500	1,108,520	486,500	486,500	486,500	486,500	486,500
<b>Total Revenues</b>	<b>\$ 66,684,472</b>	<b>\$ 71,852,088</b>	<b>\$ 72,559,858</b>	<b>\$ 75,361,767</b>	<b>\$ 78,380,434</b>	<b>\$ 81,370,392</b>	<b>\$ 85,047,634</b>

### Expenditure Categories

Salaries and Wages	31,388,022	33,528,055	35,014,956	36,242,365	37,512,733	38,827,565	40,188,415
Benefits	20,771,516	22,085,232	23,664,257	24,814,105	26,048,293	27,187,384	28,944,774
Services & Supplies	7,160,693	8,198,327	7,142,243	7,392,222	7,650,950	7,918,733	8,195,889
Utilities	1,176,444	1,401,085	1,499,161	1,604,102	1,716,389	1,836,537	1,965,094
Intragovernmental	2,795,290	4,291,667	3,750,208	3,881,466	4,017,317	4,157,923	4,303,450
Fixed Assets & Cap. Outlay	219,000	170,000	200,000	207,000	214,245	221,744	229,505
Storm water transfer	592,053	622,053	622,053	622,053	622,053	622,053	622,053
Transfers Out	2,581,454	1,555,669	666,979	598,454	598,454	598,454	598,454
<b>Total Expenditures</b>	<b>\$ 66,684,472</b>	<b>\$ 71,852,088</b>	<b>\$ 72,559,858</b>	<b>\$ 75,361,767</b>	<b>\$ 78,380,434</b>	<b>\$ 81,370,392</b>	<b>\$ 85,047,634</b>

<b>Rev. Over (Under) Exp.</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ (0)</b>	<b>\$ 0</b>	<b>\$ 0</b>
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<b>Total Unassigned Bal. Beg. of Yr</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Total Unassigned Bal. End of Yr</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

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. As a reminder, Measure U funds provide resources to balance the General Fund budget. As changes to General Fund revenues and expenditures occur throughout the fiscal year, the associated transfer into the General Fund from Measure U will be adjusted and the resulting impacts on overall fund balance will be presented in the Measure U fund (see Measure U Fund Overview for more information). Staff will continue to monitor financial results and bring forward any adjustments deemed necessary in conjunction with quarterly budget adjustments.

Assigned reserves are excluded from the Unassigned Fund Balance above as they have been committed or reserved by either Council Policy or Council Action. A balance of \$10.4 million is maintained separate from the Unassigned (operating) reserve. Approximately \$9.7 million of this balance is reserved for emergencies. 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. 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 great recession. 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 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 2023/2024 are estimated at \$15.7 million, which is a \$.8 million increase over revised FY 2022/2023. This estimate is greater due to a trend realized in FY 22 of recovery occurring sooner than expected following the pandemic as well as moderate growth expected into FY 24. 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 8<sup>th</sup>, 2021 Workforce Stabilization and Infrastructure Workshop. These categories are:

1. General Fund Support – 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. This category is constantly evolving as negotiations occur which could result in changing funding levels.

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. Staffing needs evolve over time and thus, new positions could be brought forward to address needs identified in various departments and to meet service demands.

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 2023/24 proposed Measure U budget on March 21, 2023. The Committee was supportive to see appropriations continue to be included for the important community priorities addressing Climate and Infrastructure needs as well as funding for addressing various service needs at community parks. All Committee reports can be found at [cityofpetaluma.org/meetings](http://cityofpetaluma.org/meetings). The next report for FYE 2022/23 will be available and presented to the Committee in January of 2024.

Total budgeted expenditures of the Measure U Fund for FY 2024 are \$20.18 million, which is a \$5.2 million increase over revised FY 2022/2023 and represents increased spending utilizing current year revenues and the estimated fund balance carrying over from FY 23 into FY 24 of \$4.5M 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 2023/2024	
1. General Fund Support-Maintain Service Level	Funding for existing operations; new operational needs	\$	8,178,247
2. Workforce Stabilization	Core Staffing, Class/Comp and COLA	\$	4,718,927
3. Infrastructure Investments	Roads and Public Safety Facility	\$	2,684,221
4. Priority Initiatives	Climate Initiatives- Electric Vehicle Chargers, Emergency Power Backup; Technology- Upgrades and Replacements - Cybersecurity; Capital- Library Fire Suppression System, Downtown Public Restroom and Beautification, Turning Basin and Dock Replacement, River Dredging Program ; Emergency Preparedness -Vegetation Management/Chipper Program, Equipment and Vehicles; Fare Free Public Transit Program	\$	4,604,000
Total Measure U Investments		\$	20,185,395

General Fund 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 have 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 2024/2025 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 \$268,000 of additional funding for the fire suppression system in the library, \$700,000 for the Turning Basin Docks and Dredging project, \$775,000 for a Downtown Public Restroom and Beautification, \$650,000 for the River Dredging Program, \$200,000 of ongoing funding for fast electric chargers and \$1,039,000 for emergency preparedness for vegetation management and a chipper program as well as funding for equipment for the fire department and replacement of police

vehicles that are past their useful life. Significant investment in citywide technology is planned in FY 2023/24 that includes a new phone system, updated servers, cybersecurity to protect sensitive data and internet that is available during emergencies. Finally, \$180,000 is included for a fare-free public transit program. More information on capital projects can be found in the capital program portion of the budget document. More information will be available as each of these items is taken forward for Council approval during the fiscal year.

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 maintain and bolster existing programs and services and ensure that additional budget cuts are avoided, provide ongoing workforce stabilization, increase infrastructure investments, and cover associated debt service and provide funding for future priority initiatives. An estimated \$55k is projected at the end of FY 2023/24 and declines to \$0 in FY 2024/25 and remains at this level for the duration of the 5-year forecast.

#### Measure U Long Term Operating Forecast

Revenue Categories	Revised 2023	Budget 2024	Forecast 2025	Forecast 2026	Forecast 2027	Forecast 2028	Forecast 2029
Sales and Use Taxes	14,881,750	15,762,700	16,508,500	17,197,700	17,860,900	18,498,100	19,109,300
<b>Total Revenues</b>	<b>\$ 14,881,750</b>	<b>\$ 15,762,700</b>	<b>\$ 16,508,500</b>	<b>\$ 17,197,700</b>	<b>\$ 17,860,900</b>	<b>\$ 18,498,100</b>	<b>\$ 19,109,300</b>
Expenditure Categories							
General Fund Support - Maintain Service Level	5,795,242	8,178,247	7,700,063	8,062,271	8,667,955	9,214,887	10,417,498
Workforce Stabilization	3,987,190	4,718,927	5,305,262	5,906,027	6,521,580	7,152,286	7,798,519
Infrastructure Investment/Bonding/Debt Service	3,701,135	2,684,221	2,758,318	2,429,402	1,871,365	1,330,927	93,283
Priority Initiatives	1,498,000	4,604,000	800,000	800,000	800,000	800,000	800,000
<b>Total Expenditures</b>	<b>\$ 14,981,567</b>	<b>\$ 20,185,395</b>	<b>\$ 16,563,643</b>	<b>\$ 17,197,700</b>	<b>\$ 17,860,900</b>	<b>\$ 18,498,100</b>	<b>\$ 19,109,300</b>
<b>Rev. Over (Under) Exp.</b>	<b>\$ (99,817)</b>	<b>\$ (4,422,695)</b>	<b>\$ (55,143)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Beginning Fund Balance</b>	<b>\$ 4,577,655</b>	<b>\$ 4,477,838</b>	<b>\$ 55,143</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Ending Fund Balance</b>	<b>\$ 4,477,838</b>	<b>\$ 55,143</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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 2023 Revised Revenues	FY 2024 Revenues	\$ Change	% Change
Measure U Sales Tax	\$ 14,881,750	\$ 15,762,700	\$ 880,950	6%
<b>Total Measure U Fund</b>	<b>\$ 14,881,750</b>	<b>\$ 15,762,700</b>	<b>\$ 880,950</b>	<b>6%</b>

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

Measure U Fund	FY 2023 Revised Budget	FY 2024 Budget	\$ Change	% Change
Transfers Out	\$ 14,981,567	\$ 20,185,395	\$ 5,203,828	35%
<b>Total Measure U Fund</b>	<b>\$ 14,981,567</b>	<b>\$ 20,185,395</b>	<b>\$ 5,203,828</b>	<b>35%</b>

## 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 2024 is \$ 31.3 million which is \$4.4 million or 16 percent, higher than FY 2023. This overall increase is largely due to an increase in grants resulting from increased grant revenues in FY 2024. Grants fund a variety of current active capital projects such as the Kenilworth Park Revitalization, Old Corona Water Quality Mitigation, Housing Encampment, General Plan, and Shollenberger Park Amphitheatre and Public Library Improvements.

### Expenditures

The total budgeted expenditures of the Special Revenue funds for FY 2024 are \$35.6 million, which is a \$.9 million increase, or 3 percent higher than FY 2023. The primary drivers of this increase are increased transfers out of Streets for Capital improvement projects, TOT funding related to housing and capital improvement projects, and increased grant activity, offset by decreased transfers out of Impact Fees and Donations for Capital projects and decreased housing program activity. Both the funding and expenditures for the continued operation of the SAFE team is included in the Police Grants fund and is expected to be entirely funded by grants in the coming year. People's Village operating costs are funded by grants through FY 24.

### 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 \$6.4 million for FY 2024, \$.5 million more than the prior year, primarily reflecting an increase in receipts from anticipated



development activity in the coming year. Impact Fees are largely used to fund capital projects and therefore FY 2024 Capital Improvement Plan includes transfers of \$1.7 million from the City Facility Impact Fee Fund, \$2.4 million from the Storm Drain Impact Fee Fund and \$1.6 million from the Traffic Mitigation Impact Fee Fund. Fees collected in the current year and not used are reserved for future capital improvements, as can be seen in the Capital Improvement Plan section of this document which includes future estimated transfers of \$111.6 million from the City Facilities Impact Fees Fund as well as an additional \$33.8 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 2022 AB1600 annual report ending June 30, 2022, is available on the City's website at [CityofPetaluma.org](http://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 2024. This is comprised of \$1.7 million from gas tax and \$1.5 million from Road Maintenance and Rehabilitation Account (S.B.1). This level of receipts remains relatively constant when compared to the prior year and includes adjustments to Highway Users Tax Account (HUTA) allocations and the S.B. 1. Other revenues such as garbage franchise fees and measure m streets funding comprise another \$2.5m of street funding available for operational costs and capital improvements. In FY 2024, \$5 million is programmed to be transferred to the Capital Improvement Fund for various citywide transportation projects that include projects for bridge and pavement restoration. The Gas Tax revenues are required to be tracked in a separate fund and are transferred to the Street maintenance Fund to fund allowable projects. The majority of funding for street improvements citywide is funded by Measure U sales tax the road bond issued in FY 21/22. This bond issue provided the upfront capital needed to jumpstart road improvements all throughout Petaluma.

### Transient Occupancy Tax Fund

This fund is used to account for the tax collected from travelers who stay in temporary lodging facilities within the City. This tax was established by ordinance and funds collected are to be used according to the guidelines within the ordinance. It is estimated that \$3.8 m will be collected during FY 2024 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 with ongoing funding support for the Downtown Streets Team (DST) and Committee on the Shelter less (COTS). The City has recognized significant TOT revenue losses since the onset of the pandemic. Due to the nature of the ongoing pandemic, revenues estimated for the year will continue to be closely monitored and as more financial results are recognized, any adjustments deemed necessary will be brought forward for discussion.



## Housing Funds

This category of funds includes revenues received from development activity such as Housing-in-Lieu and Commercial Linkage fees which are required of commercial, industrial, and residential developers. These fees are used to provide housing for the City's Housing Program. This fund category also includes funding from the Federal government for the Community Development Block Grant (CDBG) program which provides funds to expand and maintain affordable housing supply, promote housing opportunities, improve and maintain community facilities, and increase economic opportunities for persons of low and moderate income. Also included in this category are revenues and activity from the Permanent Local Housing Authority (PLHA) providing significant funding for the Home First program as well as activity related to the Federal HOME Grant program, mobile home rent program and housing successor activity. Total FY 2024 revenues are estimated at \$4.1 million. A total of \$3.3 million, including fund reserves will be provided as financial assistance of various active housing programs and the overall administration of these activities.

## Measure M Parks Fund

This fund is used to account for the voter approved 1/8 cent sales tax that supports the Sonoma County regional park system. The funding is allocated among all Sonoma County cities and Petaluma is expected to receive \$950,000 in FY 2024. 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 24 investments include funding for park maintenance, parks, playgrounds, baseball field phase 2 investment, facility improvements at Prince Park and Swim Center Pool Renovation and Repair. Funding for parks turf maintenance, special events and programs is also included. Community input will continue to guide the spending plan into the future.

## Grant Funds

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

## Public Safety Special Revenue Funds

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

## Trust Funds

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

## Tourism Improvement District

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

### Landscape Assessment District

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

### Donations

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

### Fairgrounds

The Fairgrounds Fund is a new special revenue fund in FY 2023-24. The fund will account for the revenues taken in from fairgrounds events and property management activities as well as track the associated expenditures. The City resumes responsibility for the fairgrounds beginning January 1, 2024 thus, the initial year is representative of half of a fiscal year and therefore estimated revenues and expenditures have been adjusted. It is anticipated going forward as more information becomes available and or trends emerge, revenue and expenditure estimates will be refined.

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

Special Revenue Funds	FY 2023 Revenues	FY 2024 Revenues	\$ Change	% Change
Development Impact Fee	\$ 5,918,474	\$ 6,394,174	\$ 475,700	8%
Streets	9,493,217	9,809,823	316,606	3%
Transient Occupancy Tax	3,790,707	3,776,617	(14,090)	-0.4%
Housing	1,929,834	4,071,145	2,141,311	111%
Measure M Parks Tax	852,505	953,165	100,660	12%
Grants	2,916,657	4,917,793	2,001,136	69%
Public Safety Special Revenue	153,967	254,577	100,610	65%
Trust	6,514	7,641	1,127	17%
Tourism Improvement District	385,000	145,055	(239,945)	-62%
Landscape Assessment District	421,924	500,674	78,750	19%
Donations	1,000,000	-	(1,000,000)	-100%
Fairgrounds	-	450,000	450,000	100%
<b>Total Special Revenue Funds</b>	<b>\$ 26,868,799</b>	<b>\$ 31,280,664</b>	<b>\$ 4,411,865</b>	<b>16%</b>

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

FY 2023 Revised					
Special Revenue Funds	Budget	FY 2024 Budget	\$ Change	% Change	
Development Impact Fee	\$ 9,141,470	\$ 7,258,938	\$ (1,882,532)	-21%	
Streets	8,795,033	12,574,397	3,779,364	43%	
Transient Occupancy Tax	3,247,956	4,096,423	848,467	26%	
Housing	5,838,249	3,348,880	(2,489,369)	-43%	
Measure M Parks Tax	1,203,434	959,679	(243,755)	-20%	
Grants	4,172,701	5,898,812	1,726,111	41%	
Public Safety Special Revenue	276,901	297,689	20,788	8%	
Trust	171,500	182,520	11,020	6%	
Tourism Improvement District	350,873	11,911	(338,962)	-97%	
Landscape Assessment District	485,156	506,337	21,181	4%	
Donations	1,004,427	686	(1,003,741)	-100%	
Fairgrounds	-	450,000	450,000	100%	
<b>Total Special Revenue Funds</b>	<b>\$ 34,687,700</b>	<b>\$ 35,586,272</b>	<b>\$ 898,572</b>	<b>3%</b>	

## Special Revenue Fund Revenues – FY 2024 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	\$ -	\$ 5,637,540	\$ 150,000	\$ 462,938	\$ 143,696	\$ -	\$ 6,394,174
Street Funds	1,676,886		\$3,833,292	84,709	102,000	4,112,936	9,809,823
Transient Occupancy Tax	3,775,975			642			3,776,617
Housing Funds		1,547,234	1,820,000	61,572		642,339	4,071,145
Measure M Parks Tax	950,656			\$2,509			953,165
Grant Funds			4,836,578			\$81,215	4,917,793
Public Safety Special Revenue Funds			250,000	4,577			254,577
Trust Funds				7,641			7,641
Other Special Revenue Funds		593,500		5,856	496,373		1,095,729
<b>Total Special Revenue Funds</b>	<b>\$ 6,403,517</b>	<b>\$ 7,778,274</b>	<b>\$ 10,889,870</b>	<b>\$ 630,444</b>	<b>\$ 742,069</b>	<b>\$ 4,836,490</b>	<b>\$ 31,280,664</b>

## Special Revenue Fund Expenditures – FY 2024 Expenditures by Fund and Account Type

Special Revenue Funds	Salaries and Benefits	Services and Supplies	Utilities	Intragovernmental	Capital	Transfers Out	Total
Impact Fee Funds	\$ -	\$ 700,546	\$ -	\$ 160,392	\$ -	\$ 6,398,000	\$ 7,258,938
Street Funds	2,726,063	1,004,181	202,851	421,996		8,219,306	12,574,397
Transient Occupancy Tax		640,000		163,147		3,293,276	4,096,423
Housing Funds	312,527	1,447,750		206,264		1,382,339	3,348,880
Measure M Parks Tax	130,591	104,000		17,805		707,283	959,679
Grant Funds	476,385	\$2,259,827			\$139,600	3,023,000	5,898,812
Public Safety Special Revenue	139,222	10,000		18,467		130,000	297,689
Trust Funds						182,520	182,520
Other Special Revenue Funds	192,793	593,776	133,000	49,365		-	968,934
<b>Total Special Revenue Funds</b>	<b>\$ 3,977,581</b>	<b>\$ 6,760,080</b>	<b>\$ 335,851</b>	<b>\$ 1,037,436</b>	<b>\$ 139,600</b>	<b>\$23,335,724</b>	<b>\$ 35,586,272</b>



## 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 2024 are \$12.98 million, which is \$.1 million or 1 percent lower than FY 2023. This overall decrease is mainly due to fewer transfers needed from the Airport fund for airport capital improvement projects. Offsetting this decrease are increases in the Development Services and Transit fund revenues. An anticipated increase in development activity is expected in FY 24, driving development fee revenues up over the prior year. The Transit fund is expecting increased funding mainly driven by a Federal Grant from the Intercity Rail Capital Program (TIRCP) to fund the electrification of the Transit Facilities included in the Capital Improvement projects section.

### Expenditures

The total budgeted expenditures of the Enterprise funds for FY 2024 are \$13.8 million, which is \$.08 million or a 1 percent decrease from FY 2023. The change is mainly comprised of decreased expenditures in Airport, nearly offset by increases in Transit, Development Services, and Marina budgets. Airport expenditures are lower than FY23 due to decreased transfers out to fund capital improvement projects. Transit expenditures are up due to increased capital project activity in FY24, increased fuel costs and an expected Microtransit school transit service. Community Development services expenditures are slightly increased mainly due to wages and benefits associated with the addition of a Management Analyst and an Office Assistant, and a one-time non-recurring appropriation for capital assets to replace gas powered vehicle with a new electric vehicle. Intragovernmental charges have increased across all funds due to Risk Management charges fully reinstated following a rate holiday in prior years and necessary to replenish fund balances, to cover increased insurance premiums. Information Technology costs have increased due to investments in citywide technology improvements such as server replacements, cybersecurity and installing reliable internet connection for use during emergencies.

## Fees

User Fees are updated annually on July 1<sup>st</sup>. 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 \$2.2m will be generated mainly by fees and fuel sales collected from the rental of hangers and property and self-service fueling and \$.2m in grants of which \$2.1m will be used to support operations and \$.5m (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 2024 revenues are estimated at \$2.18 m of which \$2.78m (including prior reserves) will be used to support the cost of operations and \$.1 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 \$.34m of revenues of which \$.36m 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 2024 revenues are estimated at \$8m of which the entirety will be used to support the cost of operations, capital projects and the acquisition of 2 fixed route electric buses.

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

### Enterprise Fund Revenues – Changes from Prior Year to Current Year

Enterprise Funds	FY 2023 Revenues	FY 2024 Revenues	\$ Change	% Change
Airport	\$ 4,062,289	\$ 2,471,301	\$ (1,590,988)	-39%
Development Services	1,706,257	2,179,606	473,349	28%
Marina	237,500	340,689	103,189	43%
Transit	7,075,269	7,990,713	915,444	13%
<b>Total Enterprise Funds</b>	<b>\$ 13,081,315</b>	<b>\$ 12,982,309</b>	<b>\$ (99,006)</b>	<b>-1%</b>

### Enterprise Fund Expenditures – Changes from Prior Year to Current Year

Enterprise Funds	FY 2023 Revised Budget	FY 2024 Budget	\$ Change	% Change
Airport	\$ 4,540,453	\$ 2,625,017	\$ (1,915,436)	-42%
Development Services	2,420,788	2,878,924	458,136	19%
Marina	342,428	358,514	16,086	5%
Transit	6,591,693	7,949,453	1,357,760	21%
<b>Total Enterprise Funds</b>	<b>\$ 13,895,362</b>	<b>\$ 13,811,908</b>	<b>\$ (83,454)</b>	<b>-1%</b>

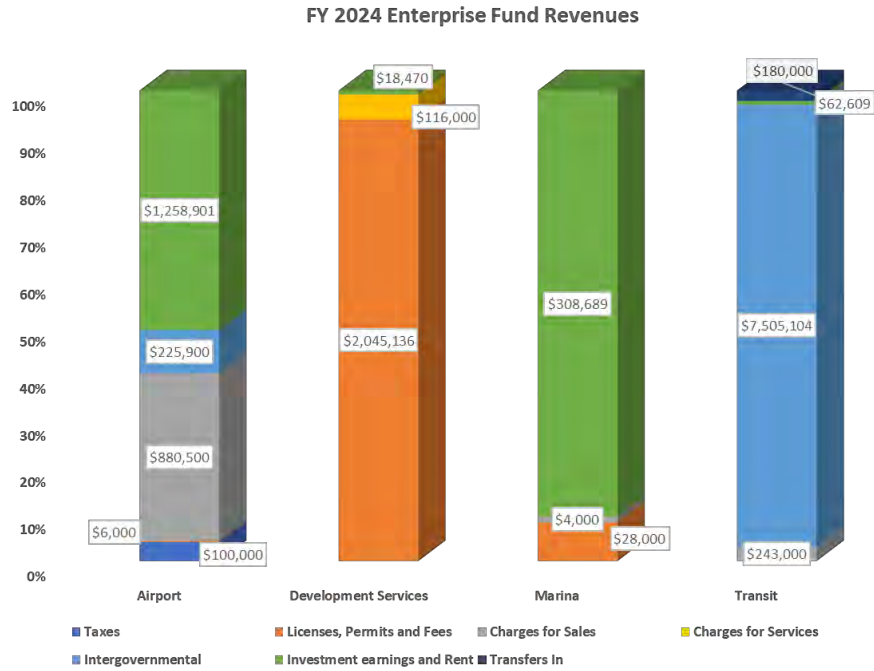
### Enterprise Fund Revenues – FY 2024 Revenues by Fund and Account Type

FY 2024 Enterprise Fund Revenues	Airport	Development Services	Marina	Transit	Total
Taxes	\$100,000				\$ 100,000
Licenses, Permits and Fees	6,000	2,045,136	28,000		2,079,136
Charges for Sales	880,500		4,000	243,000	1,127,500
Charges for Services		116,000			116,000
Intergovernmental	225,900			7,505,104	7,731,004
Investment earnings and Rent	1,258,901	18,470	308,689	62,609	1,648,669
Transfers In				180,000	180,000
<b>Total Enterprise Funds</b>	<b>\$ 2,471,301</b>	<b>\$ 2,179,606</b>	<b>\$ 340,689</b>	<b>\$ 7,990,713</b>	<b>\$ 12,982,309</b>

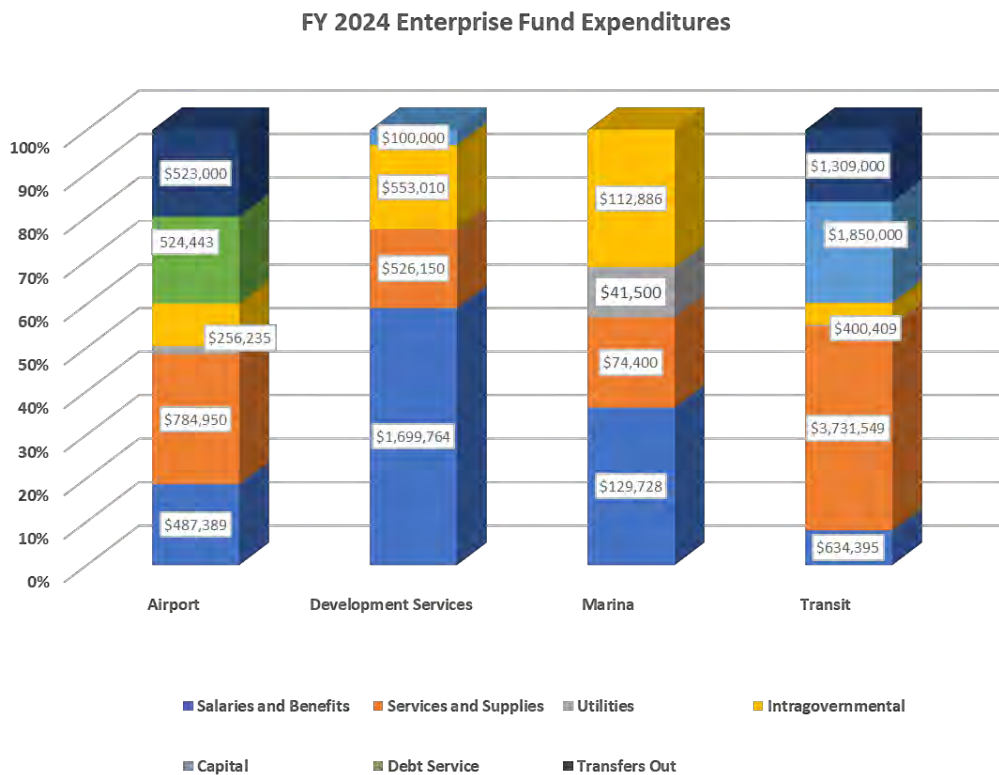
### Enterprise Fund Expenditures – FY 2024 Expenditures by Fund and Account Type

FY 2024 Enterprise Fund Expenditures	Airport	Development Services	Marina	Transit	Total
Salaries and Benefits	\$487,389	\$1,699,764	\$129,728	\$634,395	\$ 2,951,276
Services and Supplies	738,950	526,150	74,400	3,731,549	5,071,049
Utilities	95,000		41,500	24,100	160,600
Intragovernmental	256,235	553,010	112,886	400,409	1,322,540
Capital		100,000		1,850,000	1,950,000
Debt Service	524,443				524,443
Transfers Out	523,000			1,309,000	1,832,000
<b>Total Enterprise Funds</b>	<b>\$ 2,625,017</b>	<b>\$ 2,878,924</b>	<b>\$ 358,514</b>	<b>\$ 7,949,453</b>	<b>\$ 13,811,908</b>

## Enterprise Fund Revenues – FY 2024 Revenues by Fund and Account Type



## Enterprise Fund Expenditures – FY 2024 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 2024 are \$54.9 million, which is \$.3 million, or 1 percent, lower than FY 2023 revised budgeted revenues. The relatively unchanged budgeted revenue total is primarily due to water and wastewater utility water consumption projecting to remain historically low in light of the City's successful water conservation education campaign and outreach efforts. As usage trends emerge in the new fiscal year, revenues estimates could be revised.

### Expenses

The total budgeted expenditures of the Utility funds for FY 2024 are \$85.8 million, which is \$29.6 million, or 53 percent, higher than the FY 2023 revised budget. Expenditures are expected to increase in all utility funds. Wastewater expenditures are expected to increase by \$24 million and are being driven by increased transfers out to fund capital projects that include sewer main replacements, outfall and force main replacements, and tertiary filtration system expansion, all primarily funded by Wastewater reserves and grants. Water expenditures are increasing by \$5.2 million and are comprised of increased transfers out for capital projects including water main replacements and the advanced water metering infrastructure project, all primarily funded by Water reserves and grants. Finally, Stormwater shows a \$308k increase in expenditures resulting from new position allocations and associated benefit selections, higher intragovernmental administrative overhead based on the FY 24 Cost Plan, additional professional management services, and the purchase of excavator and electric sweeper capital equipment funded by the ongoing transfer in from the General Fund to fund storm operations as well as accumulated fund.

### Fees

Utility Rates are updated annually on July 1<sup>st</sup>. Rates are set by resolution and require Council approval. In general, the size and timing of rate adjustments consider the cost of providing the service, current and future revenue requirements, capital projects, and reserve levels. An updated fee study is expected to be completed in FY 24 at which time new fees will go into effect and revenue estimates will likely be adjusted.

## Reserves

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

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

## Utility Funds

### Wastewater

This fund accounts for the daily operation and maintenance of the Ellis Creek Water Recycling Facility and for the management of the entire facility including but not limited to collecting and treating and re-using Wastewater. FY 2024 revenues generated by user fees are estimated at \$31.3m and \$1.2m from other sources. Approximately \$27.5m will be used to support the cost of operations and capital purchases, and \$27.8m (primarily including prior reserves and other revenues) will be used for the Wastewater capital improvement program.

### Water

This fund accounts for the daily operation and maintenance of the Water delivery to residents, and it accounts for the management of the water system and citywide water conservation programs. FY 2024 revenues generated by user fees are estimated at \$20.9m and \$0.6m from other sources. Approximately \$21.1m will be used to support the cost of operations and capital purchases, and \$8.0m (primarily including prior reserves and other revenues) will be used for the Water capital improvement program.

### Storm Water

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

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

## Utility Fund Revenues – Changes from Prior Year to Current Year

Utility Funds	FY 2023 Revenues	FY 2024 Revenues	\$ Change	% Change
Waste Water	\$ 33,048,152	\$ 32,582,934	\$ (465,218)	-1%
Waste Water Rate Stabilization	20,410	35,989	15,579	76%
Water	21,457,007	21,546,915	89,908	0%
Storm Utility	776,649	817,761	41,112	5%
<b>Total Utility Funds</b>	<b>\$ 55,302,218</b>	<b>\$ 54,983,599</b>	<b>\$ (318,619)</b>	<b>-1%</b>

## Utility Fund Expenditures – Changes from Prior Year to Current Year

Utility Funds	FY 2023 Revised Budget	FY 2024 Budget	\$ Change	% Change
Waste Water	\$ 31,240,411	\$ 55,304,800	\$ 24,064,389	77%
Water	23,977,395	29,164,935	5,187,540	22%
Storm Utility	1,044,047	1,352,496	308,449	30%
<b>Total Utility Funds</b>	<b>\$ 56,261,853</b>	<b>\$ 85,822,231</b>	<b>\$ 29,560,378</b>	<b>53%</b>

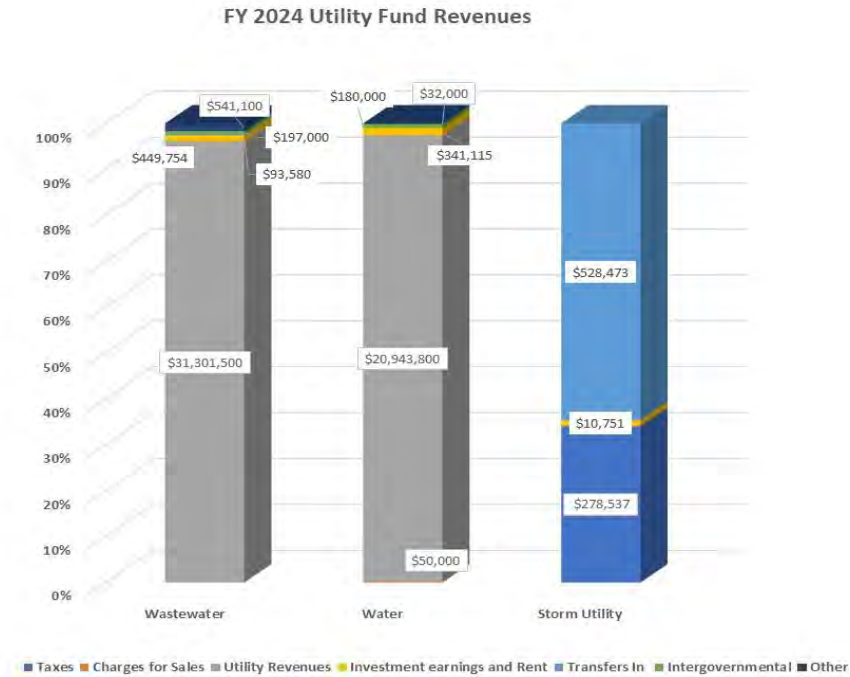
## Utility Fund Revenues – FY 2024 Revenues by Fund and Account Type

FY 2024 Utility Fund Revenues	Wastewater	Water	Storm Utility	Total
Taxes			\$ 278,537	\$ 278,537
Charges for Sales		50,000		50,000
Utility Revenues	31,301,500	20,943,800		52,245,300
Investment earnings and Rent	485,743	341,115	10,751	837,609
Transfers In	93,580		528,473	622,053
Intergovernmental	197,000	180,000		377,000
Other	541,100	32,000		573,100
<b>Total Utility Funds</b>	<b>\$ 32,618,923</b>	<b>\$ 21,546,915</b>	<b>\$ 817,761</b>	<b>\$ 54,983,599</b>

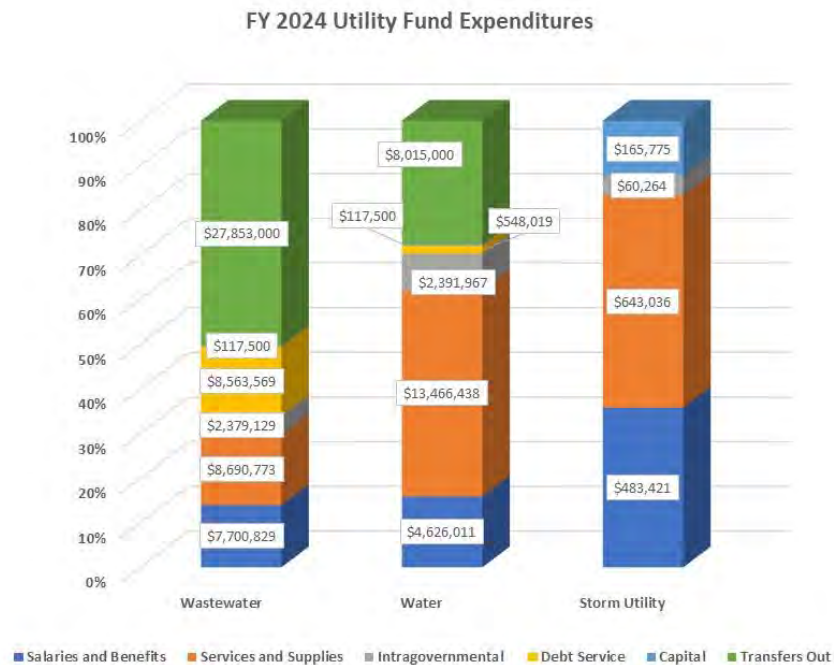
## Utility Fund Expenditures – FY 2024 Expenditures by Fund and Account Type

FY 2024 Utility Fund Expenditures	Wastewater	Water	Storm Utility	Total
Salaries and Benefits	\$ 7,700,829	\$ 4,626,011	\$ 483,421	\$ 12,810,261
Services and Supplies	6,357,842	13,175,438	639,486	20,172,766
Intragovernmental	2,379,129	2,391,967	60,264	4,831,360
Utilities	2,332,931	291,000	3,550	2,627,481
Debt Service	8,563,569	548,019		9,111,588
Capital	117,500	117,500	165,775	400,775
Transfers Out	27,853,000	8,015,000		35,868,000
<b>Total Utility Funds</b>	<b>\$ 55,304,800</b>	<b>\$ 29,164,935</b>	<b>\$ 1,352,496</b>	<b>\$ 85,822,231</b>

## Utility Fund Revenues – FY 2024 Revenues by Fund and Account Type



## Utility Fund Expenditures – FY 2024 Expenditures by Fund and Account Type



## Internal Service Funds Overview

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

### Revenues

The total budgeted revenues of the Internal Service Funds for FY 2024 are \$15.8 million, which is \$4.3 million or a 38 percent, increase over FY 2023. This overall increase is largely due to increased revenues in the Information Technology, Risk Management, Vehicle Replacement and Workers Compensation Funds partially offset by decreased revenues coming into the General Services 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 reinstatement of allocations to departments to fund Risk Management services, an allocation out to departments that was eliminated in the prior year and necessary going forward to maintain appropriate reserves. 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. Information Technology also recovers costs through intergovernmental charges and an increased investment in technology is planned during FY 2023/24 to further secure and maintain a reliable system citywide resulting in increased revenues to the fund. Finally, the Vehicle & Equipment Replacement Fund has more transfers in to fund capital needs in the public safety and public works departments to ensure reliable vehicles are available to provide 24/7 service to the community.

### Expenditures

The total budgeted expenditures of the Internal Service funds for FY 2024 is \$14.5 million, which is a \$2.1 million, or 17 percent increase from FY 2023. The primary factors for the increase are increased expenditures in the Information Technology and Vehicle and Equipment Replacement Funds. Capital purchases for 15 Police Department Vehicles and an Ambulance are expected to occur in FY 24 and are budgeted in the Vehicle and Equipment Fund. The Information Technology Fund is expecting increased costs in the coming year due to additional investment in citywide technology improvements such as server replacements, cybersecurity to protect sensitive data and installing reliable internet connection for use during emergencies. The Risk Management Fund increase slightly due to cost of living increases in Salaries. 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 2023 Revenues	FY 2024 Revenues	\$ Change	% Change
Employee Benefits	\$ 1,454,617	\$ 1,488,834	\$ 34,217	2%
General Services	136,763	4,938	(131,825)	-96%
Information Technology	3,080,454	4,871,660	1,791,206	58%
Risk Management	2,349,977	3,301,662	951,685	40%
Vehicle & Equipment Replacement	1,003,874	2,192,800	1,188,926	118%
Workers Compensation	3,405,463	3,897,135	491,672	14%
<b>Total Internal Service Funds</b>	<b>\$ 11,431,148</b>	<b>\$ 15,757,029</b>	<b>\$ 4,325,881</b>	<b>38%</b>

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

Internal Service Funds	FY 2023 Revised Budget	FY 2024 Budget	\$ Change	% Change
Employee Benefits	\$ 1,183,094	\$ 1,189,231	\$ 6,137	1%
General Services	284,348	193,958	(90,390)	-32%
Information Technology	2,780,953	4,098,025	1,317,072	47%
Risk Management	2,756,617	2,792,987	36,370	1%
Vehicle & Equipment Replacement	1,603,817	2,385,718	781,901	49%
Workers Compensation	3,713,860	3,819,118	105,258	3%
<b>Total Internal Service Funds</b>	<b>\$ 12,322,689</b>	<b>\$ 14,479,037</b>	<b>\$ 2,156,348</b>	<b>17%</b>

### Internal Service Fund Revenues – FY 2024 Revenues by Fund and Account Type

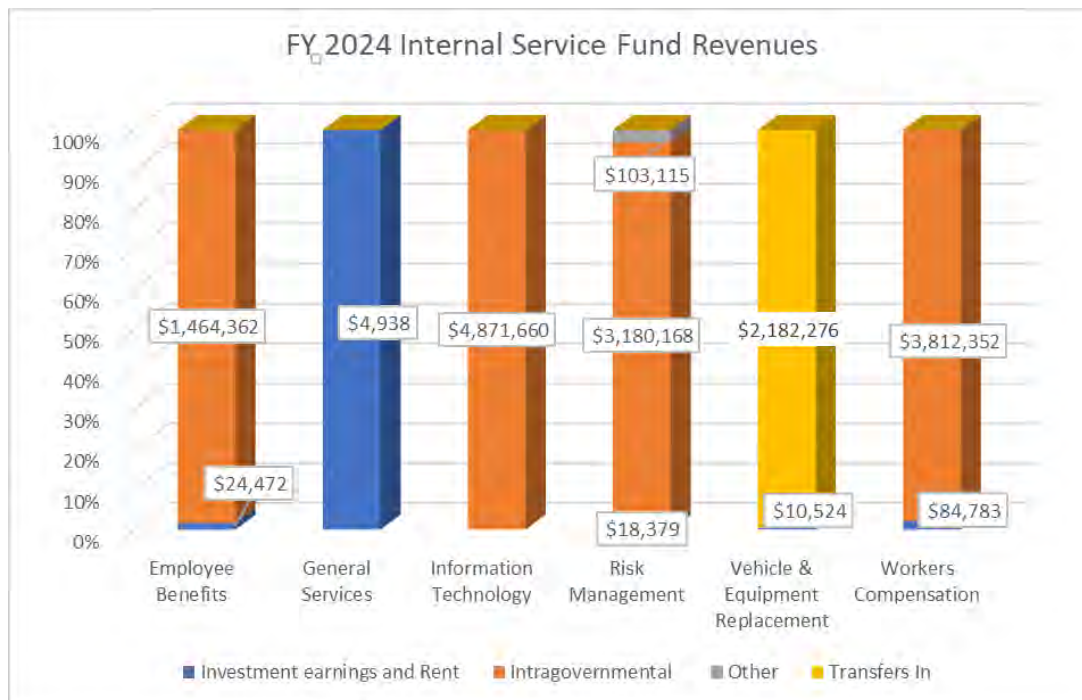
FY 2024 Internal Service Fund Revenues	Employee Benefits	General Services	Information Technology	Risk Management	Vehicle & Equipment Replacement	Workers Compensation	Total
Investment earnings and Rent	\$ 24,472	\$ 4,938	\$ -	\$ 18,379	\$ 10,524	\$ 84,783	\$ 143,096
Intragovernmental	1,464,362	-	4,871,660	3,180,168	-	3,812,352	13,328,542
Other	-	-	-	103,115	-	-	103,115
Transfers In	-	-	-	-	2,182,276	-	2,182,276
<b>Total Internal Service Funds</b>	<b>\$ 1,488,834</b>	<b>\$ 4,938</b>	<b>\$ 4,871,660</b>	<b>\$ 3,301,662</b>	<b>\$ 2,192,800</b>	<b>\$ 3,897,135</b>	<b>\$ 15,757,029</b>

### Internal Service Fund Expenditures – FY 2024 Expenditures by Fund and Account Type

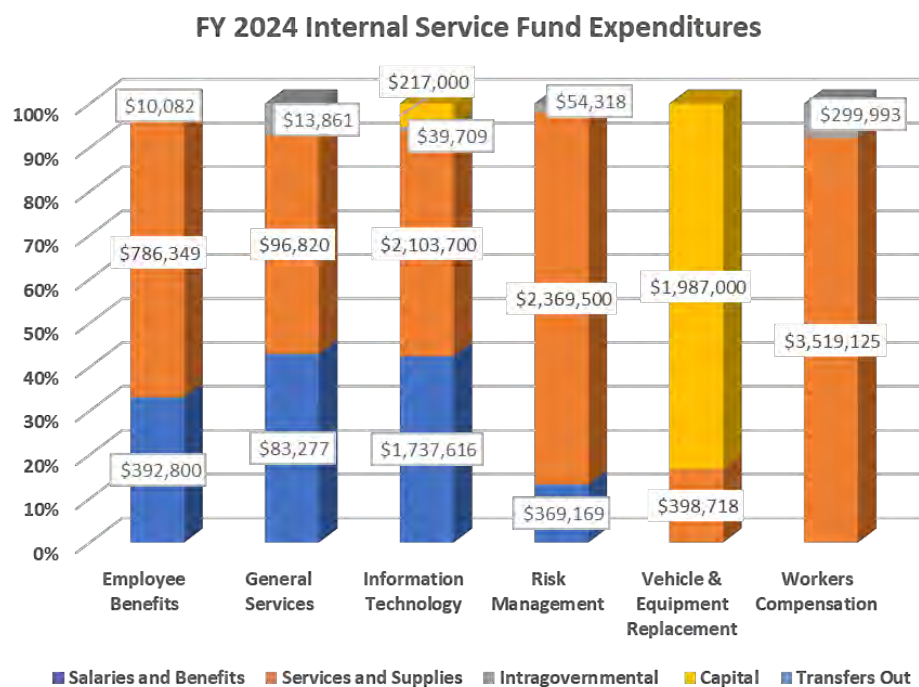
FY 2024 Internal Service Fund Expenditures	Employee Benefits	General Services	Information Technology	Risk Management	Vehicle & Equipment Replacement	Workers Compensation	Total
Salaries and Benefits	\$ 392,800	\$ 83,277	\$ 1,737,616	\$ 369,169			\$ 2,582,862
Services and Supplies	251,423	96,820	2,103,700	2,369,500		3,519,125	8,340,568
Intragovernmental	10,082	13,861	39,709	54,318		299,993	417,963
Debt Service	534,926				398,718		933,644
Capital			217,000		1,987,000		2,204,000
Transfers Out							-
<b>Total Internal Service Funds</b>	<b>\$ 1,189,231</b>	<b>\$ 193,958</b>	<b>\$ 4,098,025</b>	<b>\$ 2,792,987</b>	<b>\$ 2,385,718</b>	<b>\$ 3,819,118</b>	<b>\$ 14,479,037</b>



## Internal Service Fund Revenues – FY 2024 Revenues by Fund and Account Type




## Internal Service Fund Expenditures – FY 2024 Expenditures by Fund and Account Type





City Council





Mayor  
Kevin McDonnell



Vice Mayor  
District 1 Council Member  
Janice Cader  
Thompson



Council Member  
Brian Barnacle



Council Member  
Mike Healy



District 3  
Council Member  
Karen Nau



Council Member  
Dennis Pocekay



District 2  
Council Member  
John Shribbs

## 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. Most recently, a goals and priorities workshop was held on March 13<sup>th</sup>, 2023 to update the Council on the status of the Council-approved top 10 goals and priorities for fiscal years 2022-2024. A full listing of the Council Goals and Priorities can be found at <https://cityofpetaluma.org/city-goals-priorities/>

## Departmental and Program Budget Overview

<b>11300 City Council Administration and Operations</b>	<b>2022 Actual</b>	<b>2023 Revised</b>	<b>2024 Budget</b>
Salary	\$ 28,772	\$ 32,705	\$ 33,275
Benefits	58,185	58,177	45,007
Services & Supplies	34,561	30,587	37,169
<b>City Council Administration and Operations</b>	<b>\$ 121,518</b>	<b>\$ 121,469</b>	<b>\$ 115,451</b>
Less Intragovernmental Offset	(63,256)	(73,656)	(61,429)
<b>General Fund City Council Administration and Operations Net Cost</b>	<b>\$ 58,262</b>	<b>\$ 47,813</b>	<b>\$ 54,022</b>

## Key Budget Highlights and Changes

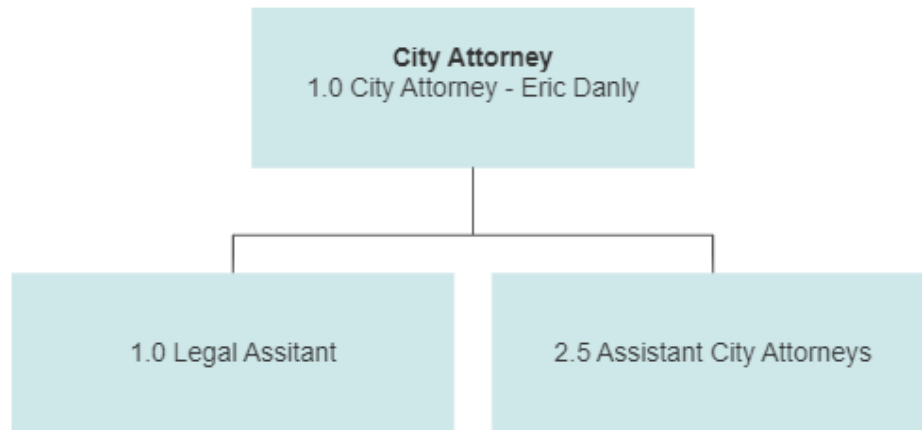
A total City Council budget of \$115,451 is recommended for 2023/24. This is a decrease of \$6,018 from 2022/23.

Salaries of \$33,275 are recommended for 2023/24, an increase of \$570 over 2022/23. This is mainly attributed to council members' benefit selections.

Benefits of \$45,007 are recommended for 2023/24, a decrease of \$13,170 from 2022/23. These changes represent the estimated cost in 2023/24 of the present City Council, including the current benefit choices selected by each member.

Services and Supplies are budgeted at \$37,169, an increase of \$6,582 over 2022/23. This budget includes Petaluma Community Access TV (PCA) costs, leadership education and dues, conferences, and supplies for council meetings. The increase is mainly attributed to an increase in Risk Management intragovernmental charges due to the removal of a previous rate holiday in risk management. The increase is necessary to build reserves to appropriate levels following a year of increased costs.

## City Attorney Department

**FY 2024 Position Totals**

4.5 Full Time

### Mission Statement

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

## Description

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

## Major Accomplishments and Highlights

During 2022-2023, the City Attorney's Office:

- Prepared for City Council adoption resolutions enacting a City flag policy and a creative crosswalk policy to ensure the City's ability to provide community policy messages as government speech;
- With Planning staff prepared for City Council adoption an ordinance amending the City's Implementing Zoning Ordinance to require discretionary use permits for specified large retail uses to ensure such large retail projects receive full CEQA review; worked with outside counsel to successfully resolve litigation challenging the ordinance;
- 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, preparation of staff recommendations in response to the Council's direction regarding the AHCAC recommendations; and assisted with selection of IPA service provider and preparations for IPA contract implementation;
- Prepared for City Council adoption a tenant protection ordinance; also prepared a temporary urgency ordinance to provide limited, additional protection from evictions resulting from Covid-upon the expiration of the Sonoma County Covid-related eviction protections; with Economic Development and Open Government staff engaged in stakeholder outreach and workshops to gather input and prepare potential tenant protection amendments for Council consideration;
- 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, and provided continued assistance with the City Fairgrounds team regarding transition of the Fairgrounds property;

- Prepared for Council adoption amending the City's disabled parking regulations and authorizing the City manager to delegate her authority to settle specified claims against the City;
- Prepared for Council adoption a resolution to provide for non-applicability of specified development fees to certain City-supported affordable housing projects;
- Prepared for Council adoption an ordinance regulating safe storage of firearms in residences and requiring lost or stolen firearms to be reported;
- Managed 20 active lawsuits and resolved 8 pending litigation matters.

## Goals and Priorities

The City Council has not yet 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 2023-2024 include:

- Working with the Community Development Department assist with development and approval of the City's next General Plan;
- Working with the City Manager's Office, the Economic Development and Open Government Department and Housing division to prepare and present for City Council consideration potential amendments to the City's just cause tenant eviction protections;
- Working with the City Manager's Office, the Economic Development and Open Government Department and Housing division conduct community outreach, present Council regulatory options and prepare and present for City Council amendments to the City's mobile home rent control regulations;
- Working with the City Manager's office and SMART staff prepare agreement documents for funding and construction of the Corona SMART station;
- Working with the Community Development Department, Police Department, Economic Development and Open Government Department and Finance Department conduct stakeholder outreach, present City Council regulatory options and prepare and present for City Council consideration new storefront cannabis sales regulations and related regulations;
- 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;

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

## Performance Measures

Strategic Goal	Description	Measure Type	FY 2021/22 Measure	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
A City that Works	Set appropriate claims and case reserves; resolve within reserve amt	Output	All active claims, cases	All active claims, cases	All active claims, cases	All active claims, cases
A City that Works	Resolve 1/3 of active cases	Outcome	16 cases resolved	6 cases	1/3 cases	1/3 cases
A City that Works	Timely filing of all Pitchess, weapons matters	Outcome	All matters	All matters	All matters	All matters
A City that Works	Prepare legislative actions for Council adoption	Output	2 major, 2 minor	2 major, 2 minor	2 major, 2 minor	2 major, 2 minor
A City that Works	Provide timely legal review of HCPC, Planning Commission, Council agendas	Output	All agenda items	All agenda items	All agenda items	All agenda items
A City that Works	Provide timely legal review and approval of City agreements	Output	All agreements	All agreements	All agreements	All agreements
A City that Works	Provide timely legal review of City administrative policies	Output	All policies	All policies	All policies	All policies
A City that Works	Attend annual professional development programs	Outcome	Maintain legal staff expertise	Maintain legal staff expertise	Maintain legal staff expertise	Maintain legal staff expertise

## Departmental and Program Budget Overview

<b>11310 City Attorney Administration and Operations</b>	<b>2022 Actual</b>	<b>2023 Revised</b>	<b>2024 Budget</b>
Salary	\$ 650,973	\$ 788,721	\$ 825,873
Benefits	234,048	278,622	278,560
Services & Supplies	284,366	256,973	323,962
<b>City Attorney Administration and Operations</b>	<b>\$ 1,169,387</b>	<b>\$ 1,324,316</b>	<b>\$ 1,428,395</b>
Less Intragovernmental Offset	(413,827)	(370,805)	(554,328)
<b>General Fund Attorney Administration and Operations Net Cost</b>	<b>\$ 755,560</b>	<b>\$ 953,511</b>	<b>\$ 874,067</b>

## Key Budget Highlights and Changes

A City Attorney department budget of \$1,428,395 is recommended for 2023/24. This is an increase of \$104,079 over 2022/23. The overall budget increase is driven by an increase in salary and benefit costs, each of which are addressed below.

Salaries are recommended at \$825,873, an increase of \$37,152 over 2022/23. This increase is primarily due to negotiated salary and cost of living adjustments.

Benefits are recommended at \$278,560 representing a decrease of \$62 under 2022/23. This change is primarily attributed to increased retirement costs offset by employee benefit selections.

Services and Supplies are recommended at \$323,962, an increase of \$66,989 over 2022/23. This category continues to include appropriations for outside special legal services and other operating services and supplies. This change is due to higher overall intragovernmental charges. Risk Management and Information Technology intragovernmental charges are increasing due to the removal of a previous rate holiday in risk management necessary to build reserves to appropriate levels following a year of increased costs as well as additional investment in citywide technology improvements such as server replacements, cybersecurity to protect sensitive data and installing reliable internet connection for use during emergencies.

## Looking Forward

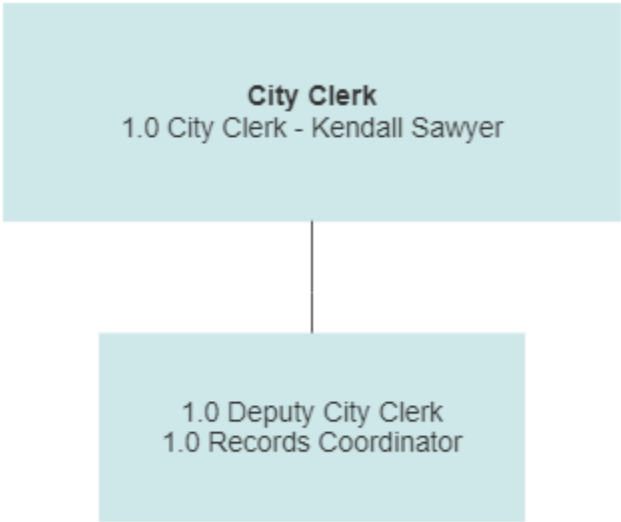
For 2023/2024, the City Attorney's Office will be working hard to complete major efforts currently underway in support of the City's new General Plan (including its Housing Element and its Climate Action Plan), and successfully transitioning the City's Fairgrounds property to City Control as property manager, while preserving the annual fair and maintaining the current subtenancies, and master planning and initiating compatible new civic uses to address City and community needs. Subject to the Council's goals direction, the City Attorney's Office is prepared to continue its current legislative priority assignments focused on tenant protections, mobile home housing regulation updates, and retail cannabis regulations.

We will be working with the City Manager's Office and Human Resources Department to fill our vacant ½ time attorney position (or equivalent) to provide additional bandwidth for accomplishing Council priorities and also day-to-day City staff support and transactional work. The additional assistance can help free capacity for important efforts like reviewing and assisting staff with compliance strategies regarding new and evolving state housing laws, among other projects.





City Clerk



**FY 2024 Position Totals**  
3.0 Full Time

### Mission Statement

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

## Description

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

As the Legislative Administrator:

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

As the City Elections Official:

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

As the Records Manager:

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

Other Responsibilities:

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

## Major Accomplishments and Highlights

- Together with City staff, the Sonoma County Registrar of Voters Office, and the City's districting consultant, facilitated the transition from at-large to district-based elections. This effort took significant coordination and input, including additional public meetings, outreach, and communication. Ultimately, the transition reduced the City's exposure to financial liabilities. Thereafter, the City Clerk's Office initiated proceedings for and administered the November 8, 2022, General Municipal Election of three new district representative Council members, one at-large Mayor, and three district representative school board trustees.
- Designed and implemented board management software (PrimeGov) which streamlined the application and appointment process for City committees and commissions, beginning with the 2022 annual appointments. The software also allows for the tracking of historical terms, vacancies,

enabling legislation, and ethics and harassment prevention training certificates. (City Council Goals and Priorities Workplan #177)

- Designed, trained staff on, and implemented agenda and meeting management software (PrimeGov). The agenda management system streamlined and improved the efficiency of producing and publishing electronic agenda packets. The new software provides version control and workflow tools that have significantly reduced staff time for review and compilation of meeting materials. The meeting management system also provides additional means for public comment and engagement through a one-click public comment option and the live streaming of meetings on YouTube, a platform widely available on smart phones and TVs. (City Council Goals and Priorities Workplan #37, #39)
- In coordination with City staff, and with information gathered from other city clerks, facilitated the transition from virtual-only to hybrid City Council meetings. This included providing input and direction on physical upgrades to the Council Chamber, navigating meeting flow and Zoom setting considerations, and considerable testing, troubleshooting, and configuration of AV equipment. (City Council Goals and Priorities Workplan #39, #138, #160 and #169)
- Advertised and conducted an annual recruitment for approximately 37 vacancies on City committees and commissions, administered the Oath of Office for newly appointed members and oversaw the training and filing of statements of economic interest for all appointees.

## Goals and Priorities

- Provide comprehensive training for the agenda management and meeting management software (PrimeGov), to staff liaisons, City Council, and all committee and commission members to utilize advanced public engagement, translation, and accessibility tools. (City Council Goals and Priorities Workplan #30, #31, #34, #39, #160, #161, #164)
- Design and implement a Citywide Records Management Program. Provide staff training on Records Management and how to use the Records Retention Schedule; implement the updated Schedule by utilizing automated retention features in the existing Electronic Document Management System (Laserfiche); audit the existing physical records inventory both on-site and off-site, and coordinate a Citywide destruction to comply with the updated Records Retention Schedule. Arrange for staff training on use of the City's EDMS and encourage departments to store scanned records in Laserfiche making these records searchable, accessible, and protected for easier access by staff and the public and reducing the expense of off-site records storage. (City Council Goals and Priorities Workplan #11, #159, #164)
- Facilitate an update to the City Council Rules and Procedures to increase readability and to align with current practices. Currently many of the rules and procedures related to City Council are scattered throughout separate documents, such as the Rules and Procedures, City Charter, Municipal Code, City policies, State law, and Rosenberg's Rules of Order. The intention is to create a comprehensive document for staff, Council, and the public to be able to access all of this relevant information in a centralized document. Once approved, the updated Rules will be used to create standardized procedures for all City committees and commissions. Lastly, to provide relevant training opportunities to City Council, committees, and commissions on requirements of the Brown Act, Public Records Act, parliamentary procedure, ethics, harassment prevention, and other areas of interest. (City Council Goals and Priorities Workplan #11, #12, #30, #164)
- Establish protocols for and coordinate the installation and/or configuration of audio/visual technology necessary for the City to provide a hybrid meeting format for committees and commission meetings.

## Performance Measures

Strategic Goal	Description	Measure Type	FY 2021/22 Measure	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
A City That Works	Percentage of Public Records Act Requests Responded to Within Statutory Time Frame	Output	100%	100%	100%	100%
A City That Works	Percentage of Public Meeting and Legal Notices Published On or Before Statutory Time Period	Output	100%	100%	100%	100%
A City That Works	Number of City Council Legislative Actions Processed, Recorded, and Codified	Output	12	12	18	12
A City That Works	Percentage of Annual Conflict of Interest Filings for Council, Boards, Commissions, and Employees Filed On or Before the Statutory Deadline	Output	79%	100%	84%	100%
A City That Works	Percentage of Vacant Seats on Committees and Commissions Filled During the Annual Recruitment	Output	89%	100%	81%	100%

## Departmental and Program Budget Overview

By Departmental Program	2022 Actuals	2023 Revised	2024 Budget
City Clerk Administration and Operations	\$ 405,306	\$ 543,095	\$ 620,992
City Clerk Elections	262,526	196,568	191,774
<b>General Fund City Clerk</b>	<b>\$ 667,832</b>	<b>\$ 739,663</b>	<b>\$ 812,766</b>
Less Intragovernmental Offset	(130,733)	(173,559)	(317,980)
<b>General Fund City Clerk Net Cost</b>	<b>\$ 537,099</b>	<b>\$ 566,104</b>	<b>\$ 494,786</b>

By Account Type	2022 Actuals	2023 Revised	2024 Budget
Salary	\$ 271,268	\$ 333,846	\$ 351,674
Benefits	84,808	152,946	113,751
Services & Supplies	311,756	252,871	347,341
<b>City Clerk</b>	<b>\$ 667,832</b>	<b>\$ 739,663</b>	<b>\$ 812,766</b>
Less Intragovernmental Offset	(130,733)	(173,559)	(317,980)
<b>City Clerk Net Cost</b>	<b>\$ 537,099</b>	<b>\$ 566,104</b>	<b>\$ 494,786</b>

## Key Budget Highlights and Changes

A City Clerk department budget of \$812,766 is recommended for 2023/24. This is an increase of \$73,103 over 2022/23.

Salaries are recommended at \$351,674, an increase of \$17,828 over 2022/23. This is attributed to negotiated cost of living adjustments.

Benefits are recommended at \$113,751 representing a decrease of \$39,195 under 2022/23. This is related to employee benefit selections.

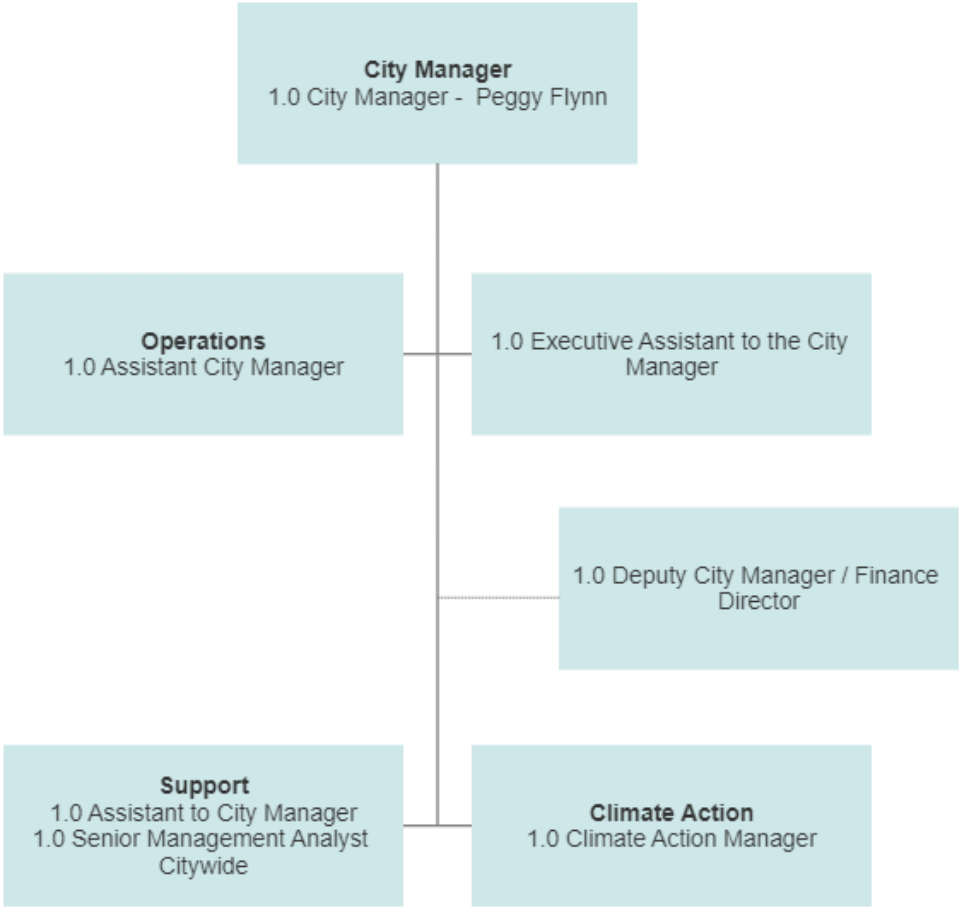
Services and Supplies are recommended at \$347,341, an increase of \$94,470 over 2022/23. This category includes appropriations for records management, storage and scanning and staff training. Also included is funding for potential election related costs that could occur during the year. Risk Management and Information Technology intragovernmental charges are included in this category and are increasing due to the removal of a previous rate holiday in risk management necessary to build reserves to appropriate levels following a year of increased costs as well as additional investment in citywide technology improvements such as server replacements, cybersecurity to protect sensitive data and installing reliable internet connection for use during emergencies.

## Looking Forward

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



City Manager



**FY 2024 Position Totals**  
6.0 Full Time

## Description

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

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

## Major Accomplishments and Highlights

The City Manager's Office is proud to share some of our key accomplishments and highlights, showcasing our dedication to serving the community:

- Spearheaded citywide responses to multiple disasters, such as the COVID-19 pandemic and drought.
- Implemented a comprehensive communications and engagement plan, including community-based lottery engagement, to inform the community and Council about the future of the Fairgrounds property and received Council's direction for its operation, maintenance, and tenant administration.
- Launched a docent program at Lafferty Ranch Park, enabling public access for the first time through guided hikes.
- Reorganized the Community Development Department, merging Building, Housing, and Planning under a new Director of Community Development.
- Facilitated the transition to inclusive, Spanish-translated hybrid City Council meetings, combining virtual and in-person attendance.
- Collaborated with XeroHome and PG&E to create an Urban Building Energy Model for all Petaluma single family homes, a tool that helps residents decarbonize their homes.
- Participated in a multi-departmental effort to establish a power purchase agreement, installing floating solar panels at the Ellis Creek Water Recycling Facility, offsetting 98% of the site's electricity use and saving the City an estimated \$13.1 million over 20 years.
- Supported program development and selection of an independent police auditor.
- Developed and administered Diversity, Equity, and Inclusion initiatives, including the creation of a citywide team led by our Office.
- Selected Syserco Energy Solutions for comprehensive energy audits of City facilities and development of energy conservation measures to reduce costs and achieve climate goals.
- Selected Sage Energy Consulting to develop the Electric Vehicle Charging Infrastructure Master Plan.
- Funded and managed the Petaluma Equitable Climate Action Coalition program, empowering underrepresented communities impacted by transportation systems and climate change.
- Partnered with the Sonoma County Bike Coalition to organize the county's first-ever Ciclovía event, highlighting Petaluma's Lynch Creek Trail and promoting active transportation.
- More than doubled the number of electric vehicles in City fleet.
- Adopted and began implementing of the City's 3-year Strategic Action Plan on Homelessness.



## Goals and Priorities

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

- Implement Measure U by stabilizing the City workforce, investing in failing infrastructure, and fostering a mission-driven organization.
- Progress the General Plan and Housing Element update process towards successful completion.
- Develop a Climate Action and Adaptation Plan in conjunction with the General Plan update process.
- Execute early action items from the Climate Action Framework to achieve carbon neutrality by 2030.
- Collaborate with service providers and agencies to address the needs of unsheltered Petalumans, leveraging state and federal funding for permanent housing solutions.
- Expand and resource the Climate Ready Petaluma 2030 initiative, empowering community members towards equitable decarbonization of buildings and transportation.
- Install solar panels on city-owned properties and collaborate with Sonoma Clean Power for potential revenue generation through a solar program.
- Retrofit City facilities for energy efficiency, renewable energy generation, and resilient backup power, and fuel switching to exemplify the City's 2030 carbon neutrality goals
- Incentivize housing developers to build diverse housing types to address the local housing crisis.
- Continue to be a leader in Equity through further implementation of Diversity, Equity, and Inclusion initiatives.
- Help make the City of Petaluma the employer of choice for local government in the North Bay.
- Manage the Hybrid Independent Police Auditor model.
- Secure the second SMART station at Corona.
- Transition the fleet from fossil fuels to electric and sustainably produced fuels.
- Promote emergency preparedness and resiliency strategies for residents and businesses.
- Assume property management and ensure local, rather than state, control of the city-owned fairgrounds property; enter into new agreements with all tenants; engage the community in envisioning and adopting a master plan for the city-owned fairgrounds property.
- Ensure the completion and full lease-up of the Studios at Montero project, providing 60 units of permanent supportive housing for formerly chronically homeless individuals.
- Execute an agreement with Sysco Energy Solutions to study energy upgrades and decarbonization measures for City facilities
- Execute an agreement with Forefront Power to install solar panels at four City facilities, an agreement with White Pine Renewables to install over 5 megawatts of floating solar panels at the Ellis Creek Water Recycling Facility
- Develop and implement of an electric vehicle charging infrastructure master plan
- Switch conventional gasoline and diesel fueling to renewable fuels with significantly lower greenhouse gas emission profiles
- Support a full roll-out of the Xerohome electrification assistance online tool
- Support the update of the City's General Plan and development of the Climate Action and Adaptation Plan to reflect the needs and desires of Petaluma residents.

## Performance Measures

Strategic Goal	Description	Measure Type	FY 2021/22 Measure	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
A City That Works	Monthly City Project/Program Updates	Output	12	12	12	12
A City That Works	Number of Projects Tracked in Monthly Update	Output	0	56	56	56
Our Environmental Legacy	Number of electric vehicles authorized for purchase or lease	Output	4	4	10	3
Our Environmental Legacy	Climate First focused Capital Improvement Projects	Output	NA	41	41	52

## Departmental and Program Budget Overview

11330 City Manager Administration and Operations	2022 Actual	2023 Revised	2024 Budget
Salary	\$ 834,245	\$ 958,309	\$ 994,946
Benefits	281,037	351,968	385,932
Services & Supplies	247,094	453,503	481,152
Capital Expenditures	7,503		
<b>City Manager Administration and Operations</b>	<b>\$ 1,369,879</b>	<b>\$ 1,763,780</b>	<b>\$ 1,862,030</b>
Less Intragovernmental Offset	(572,034)	(487,720)	(749,587)
<b>General Fund City Manager Administration and Operations Net Cost</b>	<b>\$ 797,845</b>	<b>\$ 1,276,060</b>	<b>\$ 1,112,443</b>

## Key Budget Highlights and Changes

A City Manager Operations budget of \$1,862,030 is recommended for 2023/24, which is a \$98,250 increase over the revised budget for 2022/23.

Salaries are recommended at \$994,946, an increase of \$36,637 over 2022/23. This reflects negotiated cost of living adjustments and employee step advancements through the salary ranges.

Benefits are recommended at \$385,932, an increase of \$33,964 over the revised budget for 2022/23. The increase reflects employee benefit selections and increases in retirement and workers compensation costs.

Services and supplies are budgeted at \$481,152 which is an increase of \$27,649 over 2022/23. This category reflects charges for community programs and engagement consulting services, equipment leases, repairs/maintenance, leadership education and dues, community and employee recognitions and intragovernmental charges. This increase is mainly due to an increase in Risk Management and Information Technology intragovernmental charges. The increase is due to the removal of a previous rate holiday in risk management necessary to build reserves to appropriate levels following a year of increased costs as well as additional investment in citywide technology improvements such as server replacements, cybersecurity to protect sensitive data and installing reliable internet connection for use during emergencies.

## Looking Forward

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

This includes, but not limited to:

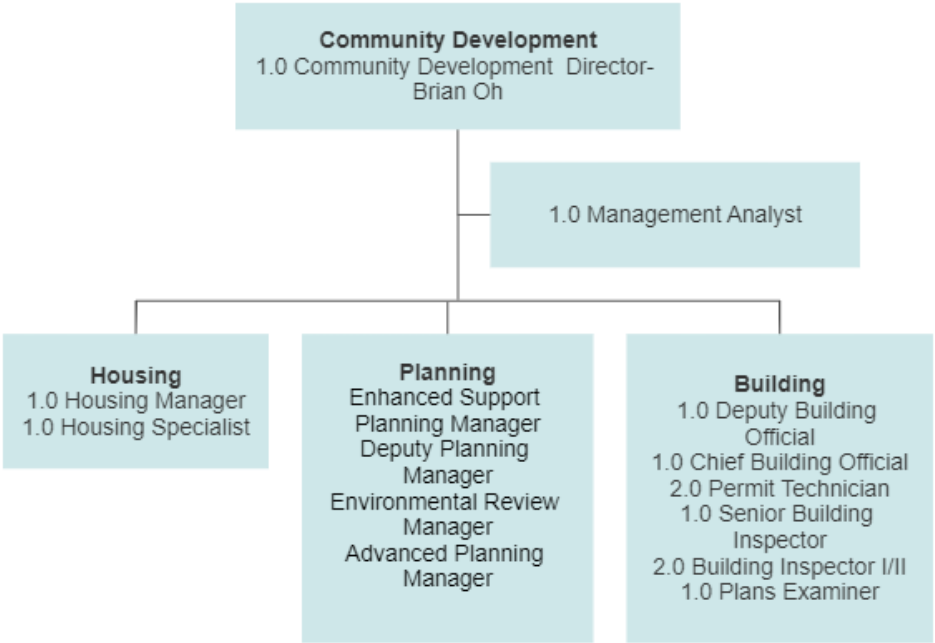
- Climate Action
- Housing and Homelessness
- Citywide Diversity, Equity and Inclusion Efforts
- Planning for Long-Term Fairgrounds Uses and Opportunities

Climate action is a citywide initiative managed by the Climate Action Manager. The Climate Action Manager provides leadership on several climate related projects which include areas of electrification, resource recovery, and fleet transitioning.

Citywide Diversity, Equity, and Inclusion (DEI) Initiatives are among our top 10 priorities. A Citywide DEI Team, based on the Local and Regional Government Alliance on Race & Equity (GARE) DEI Team Concept, was created, and appointed this Spring. As the team is new, projects and tasks are evolving. They are led by the City Manager's Office and one defined project will be working on a DEI Strategic Plan.



Community Development



FY 2024 Position Totals

12.0 Full Time

### Mission Statement

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

## Description

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

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

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

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

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

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

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

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

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

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

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

## Major Accomplishments and Highlights

- Rebuilt the Community Development Department with new hires and internal promotions for key positions such as Chief Building Official, Affordable Housing Specialist, Senior Building Inspector, and a Department Director
- Supported City Council adoption of local building and land use policies that advance the city's climate goals such as incentives for an all-electric building, greywater systems, and a Visitability Ordinance to increase residential accessibility for all
- Streamline permitting process with an all-digital submittal process for all building and planning applications, as well as development of department policies and procedures to expedite review of eligible housing development proposals
- Adopted the city's first 3-year Homeless Services Action Plan that will guide the city's goal to meet the needs of Petaluma's unsheltered and vulnerable community members
- Secured funding and in construction for sixty units of permanent supportive housing scheduled to be completed Spring 2023
- Secured \$18,980,000 in grant funds to support affordable housing and program development for the city's most vulnerable and unsheltered members of our community
- Received 380 planning applications and provided customer service for over 7,540 unique inquiries

## Goals and Priorities

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

## Performance Measures

Strategic Goal	Description	Measure Type	FY	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
			2021/22 Measure			
A City That Works	All staff is trained in diversity, equity and inclusion principles	Output	n/a	0%	0%	100%
A City That Works	All customer inquiries are responded to within 72 business hours	Output	n/a	90%	90%	100%
A City That Works	Demographic and geographic equity in community participation in policy development	Output	54	60	63	70
A City That Works	% of total people served through city's affordable housing and homeless service programs	Output	n/a	120	120	60

## Departmental and Program Budget Overview

By Departmental Program	2022 Actuals	2023 Revised	2024 Budget
Planning Admin	\$ 534,009	\$ 536,674	\$ 627,879
Planning Cost Recovery	775,149	504,000	504,000
<b>General Fund Community Development</b>	<b>\$ 1,309,158</b>	<b>\$ 1,040,674</b>	<b>\$ 1,131,879</b>
Commercial Linkage Fees	251,741	1,250,879	374,759
Housing In-lieu Impact Fees	362,649	2,901,366	481,375
Community Development Block Grant (CDBG)	429,867	369,848	1,091,200
Home/Begin Grants	-	900,000	-
Permanent Local Housing Authority (PHLA)	-	-	750,000
Successor Agency Housing	434,853	397,006	642,339
Mobile Home Rent Program	53,672	19,150	9,207
Successor Agency Housing Admin	356,803	340,252	261,886
Development Services Admin	17,284	155,687	360,231
Building Services	2,362,852	2,106,101	2,359,693
Building Services Cost Recovery	89,074	159,000	159,000
<b>Non General Fund Community Development</b>	<b>\$ 4,358,795</b>	<b>\$ 8,599,289</b>	<b>\$ 6,489,690</b>
<b>Community Development Net Cost</b>	<b>\$ 5,667,953</b>	<b>\$ 9,639,963</b>	<b>\$ 7,621,569</b>

By Account Type	2022 Actuals	2023 Revised	2024 Budget
Salary	\$ 750,102	\$ 1,240,807	\$ 1,637,583
Benefits	365,815	535,601	722,941
Services & Supplies	4,100,633	7,406,809	3,775,466
Utilities	2,258	3,240	3,240
Capital Expenditures	-	59,500	100,000
Transfers	449,145	394,006	1,382,339
<b>Community Development</b>	<b>\$ 5,667,953</b>	<b>\$ 9,639,963</b>	<b>\$ 7,621,569</b>



## Key Budget Highlights and Changes by Program

A Division budget of \$7,621,569 is recommended for 2023/24. This is a decrease of \$2,018,394 under the revised budget for 2022/23.

Salaries are recommended at \$1,637,583, an increase of \$396,776 over 2022/23. This increase is attributed to new positions added during the fiscal year and include a Community Development Director, Management Analyst and Housing Specialist. A new position in the housing division is added in FY 23/24 to oversee the City's homeless services programs in addition to an upgrade of the Housing Manager position to an Assistant Director to provide broader oversight of the entire division and a office assistant to support the department. Also contributing to the increase is the negotiated cost of living adjustments and step advancements through the salary ranges.

Benefits are recommended at \$722,941 an increase of \$187,340 over 2022/23. This is attributed to the new benefit costs associated with the positions listed above as well as employee benefit selection, increased retirement, and workers compensation costs.

Services and supplies are recommended at \$3,775,466, a decrease of \$3,631,343 under 2022/23. This budget includes contracted building and planning support services partially recovered through development activity, program costs in the housing division to support affordable housing programs and intragovernmental charges for Administration, Risk Management, and Information Technology. The decrease is primarily attributed to decreased housing projects programmed in FY 2023/24 partially offset by increased intragovernmental charges. Risk Management and Information Technology intragovernmental charges are increasing due to the removal of a previous rate holiday in risk management necessary to build reserves to appropriate levels following a year of increased costs as well as additional investment in citywide technology improvements such as server replacements, cybersecurity to protect sensitive data and installing reliable internet connection for use during emergencies. Also included in this category are new funding and costs associated with Permanent Local Housing Authority (PLHA) intended to fund a significant portion of the Home First program.

Utilities are recommended at \$3,240, no increase from 2022/23.

Capital Expenditures are recommended at \$100,000, an increase of \$40,500 over 2022/23. These appropriations will be to replace building inspector vehicles past their useful life with electric vehicles.

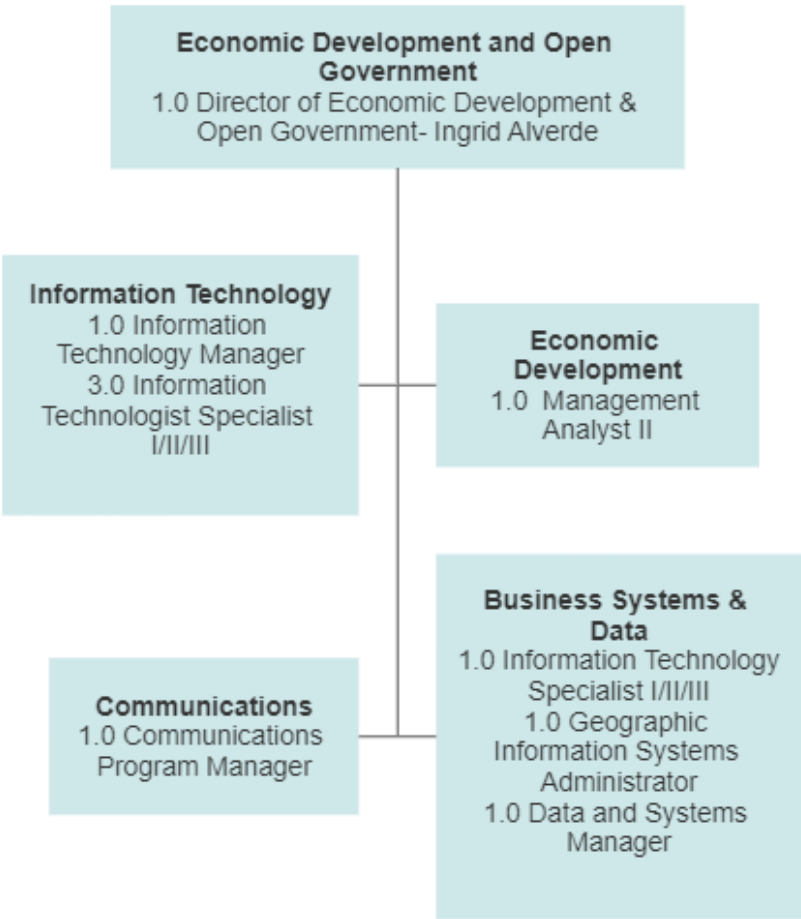
Transfers out are recommended at \$1,382,339 an increase of \$988,333 over 2022/23 which is mainly attributed to increased transfers out from CDBG for projects and funded by increased CDBG awards expected in FY 2023/24.

## Looking Forward

The Community Development Department will continue to build on its mission to provide excellent customer service and ensure that Petaluma is a city that works for everyone. In 2023, the department will be completing a multi-year community engagement process to update the city's General Plan and Climate Action and Adaptation Plan, as well as other on-going initiatives such as updating the city's tree protection ordinance. With the recent adoption of the city's 6<sup>th</sup>-cycle Housing Element and Homeless Services Action Plan, staff will work to improve our existing neighborhoods and needs, with an eye on being forward thinking for our future generations of Petalumans.



Economic Development and Open Government



**FY 2024 Position Totals**  
10.0 Full Time

### Mission Statement

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

## Description

The City created the Economic Development and Open Government (EDOG) Department in 2019. This Department joins 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

- Improved operating conditions for Downtown businesses by working with internal and external partners to address homelessness, graffiti, and security concerns.
- Supported economic growth by helping businesses navigate City requirements for opening and/or major development.
- Managed lease renewals, future development, and other actions related to select City-owned properties.
- Brought business/economic development perspective to city policy decisions and made sure businesses were informed of policies that affect them.
- Participated in regional economic and workforce development efforts, including those led by the Sonoma County Economic Development Board.
- Managed the temporary Free Range program, which will continue until a permanent parklet program is developed.

### Communications

- Continued a multi-year effort to increase community engagement by improving quality and expanding output in city-wide communications.
- Increased awareness and brought the community into the decision-making process for major initiatives and policies, including:
  - Goal and Priorities
  - Drought
  - Tenant Protections
  - District Elections
- Implemented an innovative community-oriented process for determining the future of the Marin-Sonoma Fairgrounds.
- Significantly improved community awareness and input for Capital Improvement Projects (CIP) by developing and implementing a communications strategy for each project.
- Expanded engagement with Petaluma’s Latinx Community through dedicated Spanish-language social media channels and in-person, bilingual outreach at community events.

## Information Technology & GIS

- Implemented new software systems to improve staff and customer efficiency:
  - Eden ERP Replacement – Began process of developing a full needs analysis, staffing analysis and project timeline for replacement of the Eden System by 2026
  - EnerGov – Worked with departments to refine and streamline application to improve staff efficiency and customer service.
  - Laserfiche – Developed a strategy group to drive higher usage of our document management system
  - GIS – Encouraged greater usage by Staff of GIS tools, migrated existing GIS web applications to new Portal platform
  - Software Asset Management System to track licenses, updates, and city software usage
- IT Infrastructure
  - Initiated server and network upgrades to 202 McDowell, Public Works facility
  - Implemented a new, soft phone system that will simplify phone programing and increase staff mobility
  - Improved IT Infrastructure with improved storage devices, regular, redundant backup (on site and plan for cloud), and planned for city-wide continuity of operations during an emergency or major system failure
  - Audited existing telecom lines and eliminate unnecessary costs
- IT Help Desk/Staff support/Security
  - Performed IT onboarding for ~92 new hires
  - Improved Help Desk service delivery with additional, part time staffing and improved use of software to track user needs and responses
  - Implemented single sign on service to protect city networks from cyber-attacks while increasing staff efficiency

## Goals and Priorities

### Economic Development

- Develop and implement strategies to ensure Petaluma's economy is inclusive and equitable.
- Begin transition towards a regenerative and sustainable economy.
- Make it easier for new businesses to start and grow in Petaluma.
- Ensure Downtown Petaluma continues to be a destination that attracts locals and tourists.

### Communications

- Expand and refine our City-wide communication and engagement strategy, with special consideration for the Latinx community.
- Increase accessibility across communications channels so that people can find the information they need quickly and effectively.
- Develop and implement more cost-effective strategies for managing communications with no loss of quality or benefit to the community.
- Launch a Strategic Planning process for the City and ensure the community understands and participates in this process.
- Improve community engagement through videos, stories, and regular content on social media.
- Improve the community's emergency preparedness through specialized campaigns developed with the City's Emergency Manager.

## Information Technology & GIS

- IT Infrastructure

- Improve and expand door access control and emergency alerting at additional city sites
- Investigate, plan, and implement lobby kiosk solution at City Hall
- Upgrade servers at Police department with new, efficient and safe devices.
- Explore and implement cloud-based storage solutions to protect increase accessibility to applications and data.
- Establish formal IT governance guidelines, policies, and procedures
- IT Help Desk/Staff support/Security
  - Review help desk platform for potential replacement and improvement
  - Continue to implement IT security measures including 3<sup>rd</sup> party security assessment for City, PD and Scada environments with additional help from a contract security expert.
- Data and Systems
  - Complete development of an RFP and select a highly qualified vendor to implement a new ERP system to replace our existing Eden ERP system.
  - Complete implementation of a new Construction Management System with PWU to better manage the City's CIP investment.
  - Select and begin implementation of a new Asset Management System to replace the existing Lucity system.
  - Continue to fine-tune the City's Enterprise Permit and Licensing System (EnerGov) to more fully streamline the Planning Department's cost recovery model.
  - Work closely with the City Clerk's Office to implement new Record retention requirements through continued development of the City's Laserfiche Document Management System.

## Performance Measures

Strategic Goal	Description	Measure Type	FY 2021/22 Measure	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
A city that works, An economy that prospers	Increase economic opportunities for our BIPOC community.	# of businesses	NA	10	10	10
Our environmental legacy. An economy that prospers Spaces and places that inspire A city that works, a safe community that thrives	Attract businesses to downtown real estate	#. of businesses	NA	NA	NA	5
Our environmental legacy An economy that prospers Spaces and places that inspire A city that works <b>a safe community that thrives</b>	Increase community awareness, particularly among our Latinx / Spanish speaking community, about city policies, projects, and programs	# of followers	NA	NA	NA	100

Strategic Goal	Description	Measure Type	FY 2021/22 Measure	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
A City that Works, A Safe Community that Thrives	Implement business systems that increase staff productivity and efficiency	# of consultant contracts, needs assessments	NA	NA	NA	Execute 1 consultant contract, complete 1 needs assessment for ERP system
A City that Works, A Safe Community that Thrives	Expand our cybersecurity program to prevent any network penetration from cyber attacks	# of network penetrations	Ongoing	Ongoing	Ongoing	Ongoing

## Departmental and Program Budget Overview

By Departmental Program	2022 Actuals	2023 Revised	2024 Budget
Economic Development	1,363,031	880,985	999,616
<b>General Fund Economic Development</b>	<b>\$ 1,363,031</b>	<b>\$ 880,985</b>	<b>\$ 999,616</b>
Less Intragovernmental Offset	(532,469)	(426,263)	(633,187)
<b>General Fund Economic Development Net Cost</b>	<b>\$ 830,562</b>	<b>\$ 454,722</b>	<b>\$ 366,429</b>
Information Technology	3,170,283	2,480,953	4,098,025
<b>Economic Development and Open Government Net Cost</b>	<b>\$ 4,000,845</b>	<b>\$ 2,935,675</b>	<b>\$ 4,464,454</b>

By Account Type	2022 Actuals	2023 Revised	2024 Budget
Salary	\$ 1,158,747	\$ 1,338,802	\$ 1,693,929
Benefits	396,708	445,635	520,866
Services & Supplies	2,977,859	1,577,501	2,665,846
Capital Expenditures	-	-	217,000
<b>Economic Development and Open Government</b>	<b>\$ 4,533,314</b>	<b>\$ 3,361,938</b>	<b>\$ 5,097,641</b>
Less Intragovernmental Offset	(532,469)	(426,263)	(633,187)
<b>Economic Development and Open Government Net Cost</b>	<b>\$ 4,000,845</b>	<b>\$ 2,935,675</b>	<b>\$ 4,464,454</b>

## Key Budget Highlights and Changes by Program

An Economic Development and Open Government Budget of \$5,097,641 is recommended for 2023/24. This represents an increase of \$1,735,703 over 2022/23.

Salaries are recommended at \$1,693,929, an increase of \$355,127 over FY 2022/23. This increase is mainly due to the additions of a Business Systems Analyst and an IT Specialist I/II, and upgrades to the Management Analyst to a Senior Management Analyst. Also included are upgrades of two IT positions to address the administration of the City's Business and Network systems. In addition, the increase is a result of higher overtime costs and to negotiated cost of living adjustments.

Benefits are recommended at \$520,866 representing an increase of \$75,231 over 2022/23. This increase is due to benefits associated with the positions mentioned above, and to employee benefit selection, increased retirement, and workers compensation costs.

Services and supplies are recommended at \$2,665,846, an increase of \$1,088,345 over 2022/23. This budget reflects operational services and supplies, hardware and software maintenance contracts, social media services, and various communication and planning services. The increase is mainly due to outreach and communications needs, expanding wireless networks to City facilities, improving remote access, automation, and security. In addition, the increase is attributable to consulting services to audit the City's telecom lines, implementation of the Technology Master plan, conduct an internal security test, develop a preventive disaster recovery plan, and implement Sharepoint as the City's cloud-based storage solution.

Capital expenditures are recommended at \$217,000, an increase of \$217,000 over 2022/23. This budget is for Police and Public Works server upgrades, a Server upgrade backup solution to include local immutable backups, improved restore times, and improved cloud backup, and a project management software system.

## Looking Forward

### **Economic Development**

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

**Challenges:** Financial losses from pandemic still being felt. Expensive to do business in Bay Area – businesses. Shortage of trained workforce. Still unknown how remote work will affect need for office space in Petaluma. It's difficult to find affordable commercial manufacturing space in Petaluma.

### **Communications**

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

**Challenges:** Expense & time involved in producing quality, accessible communications vs. budget and staffing levels. Our challenge this year will be to maintain the same level of quality and reach with significantly less budget.

### **Data and Systems**

**Opportunity:** All departments continue to seek new ways to leverage state of the art software systems to improve efficiency, develop metrics and provide enhanced service to the community.

Implementation of a new system allows staff opportunity to fully reevaluate and modernize its processes to better meet the demands of the current environment.

**Challenges:** During the transitional period, productivity likely will decline before realizing gains as staff learns the new system, adjusts system configurations that need tweaks after go-live, and adjusts their existing workflows to better fit the new system. Departmental staff involvement is critical for successful



implementation, and placing the stress of learning, configuring, and roll out of a new system puts additional stress on a staff which must add these additional responsibilities to their existing workload.

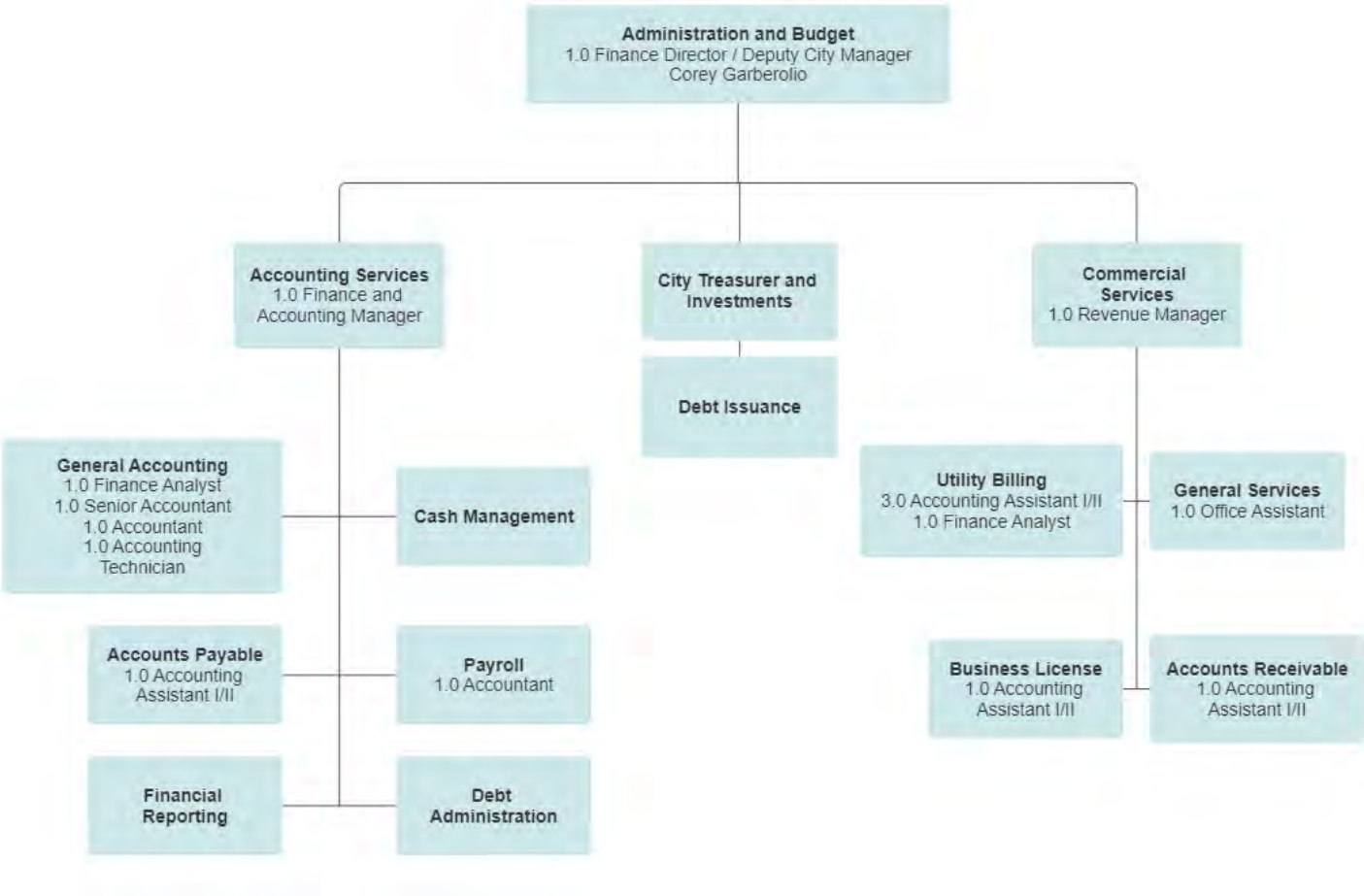
### **Information Technology**

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

Challenges: Cyberattacks pose a serious threat, despite the continual fortification of our network.



Finance Department



**FY 2024 Position Totals**  
16.0 Full Time

### Mission Statement

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

## Description

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

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

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

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

## Major Accomplishments and Highlights

- 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
- 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
- Management of all financial activity related to the implementation of Measure U and the American Rescue Plan Act (ARPA)

## 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
- Continue assisting with the RFP selection for replacement Enterprise Resource Planning (ERP) system
- Complete review of all City fees and prepare to initiate fee study

## Performance Measures

Strategic Goal	Description	Measure Type	FY 2021/22 Measure	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
A City That Works	Receive the GFOA Award for Excellence in Financial Reporting and Distinguished Budget Award	Outcome	Awards Received	Submit application and receive awards	Awards Received	Submit application and receive awards
A City That Works- Fiscal Sustainability	Update long term 5-year forecast twice per year and present to City Council	Outcome	Updated and presented to Council	Update forecast with new adopted Budget and at Mid-Year and present to Council	Updated and presented to Council	Update forecast with new adopted Budget and at Mid-Year and present to Council
A City That Works	Implement and convert to new ERP system	Outcome	In Process	RFP Issued and Consultant Selected	RFP Issued and Consultant Selected	Conversion Initiated
A City That Works	Improve access to general billing payments online	Outcome	In process	Improve online payment options for Business License and Accounts Receivable	Ongoing	Ongoing

Strategic Goal	Description	Measure Type	FY 2021/22 Measure	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
A City That Works	Review City fees and prepare to initiate fee study	Outcome	N/A	Initiate Review of City Fees	City Fees Reviewed	Fee Study initiated and new Fees in place

## Departmental and Program Budget Overview

By Departmental Program	2022 Actuals	2023 Revised	2024 Budget
Finance Administration	\$ 711,031	\$ 726,619	\$ 957,625
Finance Accounting Services	1,014,951	1,248,150	1,219,324
Finance Commercial Services	612,097	683,021	706,776
<b>General Fund Finance</b>	<b>\$ 2,338,079</b>	<b>\$ 2,657,790</b>	<b>\$ 2,883,725</b>
Less Intragovernmental Offset	(1,419,792)	(1,548,876)	(1,503,048)
<b>General Fund Finance Net Cost</b>	<b>\$ 918,287</b>	<b>\$ 1,108,914</b>	<b>\$ 1,380,677</b>
General Services-Administration	\$ 8,087	\$ 101,878	\$ 13,861
General Services-Mail Services	69,094	96,505	93,128
General Services-Printing Services	83,905	85,965	86,969
<b>Non General Fund Finance Net Cost</b>	<b>\$ 161,086</b>	<b>\$ 284,348</b>	<b>\$ 193,958</b>
<b>Finance Dept Net Cost</b>	<b>\$ 1,079,373</b>	<b>\$ 1,393,262</b>	<b>\$ 1,574,635</b>

By Account Type	2022 Actuals	2023 Revised	2024 Budget
Salary	\$ 1,405,978	\$ 1,597,707	\$ 1,703,926
Benefits	\$ 493,189	582,407	608,716
Services & Supplies	\$ 599,998	669,024	765,041
Capital Expenditures	\$ -	-	-
Transfers	\$ -	93,000	-
<b>Finance Department</b>	<b>\$ 2,499,165</b>	<b>\$ 2,942,138</b>	<b>\$ 3,077,683</b>
Less Intragovernmental Offset	(1,419,792)	(1,548,876)	(1,503,048)
<b>Finance Department Net Cost</b>	<b>\$ 1,079,373</b>	<b>\$ 1,393,262</b>	<b>\$ 1,574,635</b>

## Key Budget Highlights and Changes

A Finance Department budget of \$3,077,683 is recommended for 2023/24. This represents an increase of \$135,545 over the revised budget for 2022/23.

Salaries are recommended at \$1,703,926, representing an increase of \$106,219 over 2022/23. This primarily reflects an upgrade to a vacant financial analyst position along with negotiated cost of living adjustments.

Benefits are recommended at \$608,716, representing an increase of \$26,309 over 2022/23. The increase in benefits costs is attributed to increased retirement costs, as well as employee benefit selections.

Services and supplies are recommended at \$765,041, an increase of \$96,017 over 2022/23. This category is mainly for audit, banking and online bill pay services, armor truck services, and equipment lease and intragovernmental charges. The FY 23/24 increase is primarily due to increases in Risk Management and Information Technology intragovernmental charges, offset by a decrease in professional service charges as a result of the one-time fee study cost not carrying forward to FY 23/24. Risk Management and Information Technology intragovernmental charges are increasing due to the removal of a previous rate holiday in risk management necessary to build reserves to appropriate levels following a year of increased costs as well as additional investment in citywide technology improvements such as server replacements, cybersecurity to protect sensitive data and installing reliable internet connection for use during emergencies.

Transfers are not recommended for FY 23/24. The FY 22/23 transfer represented a one-time eliminated position's cost savings transfer to another department.

## Looking Forward

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

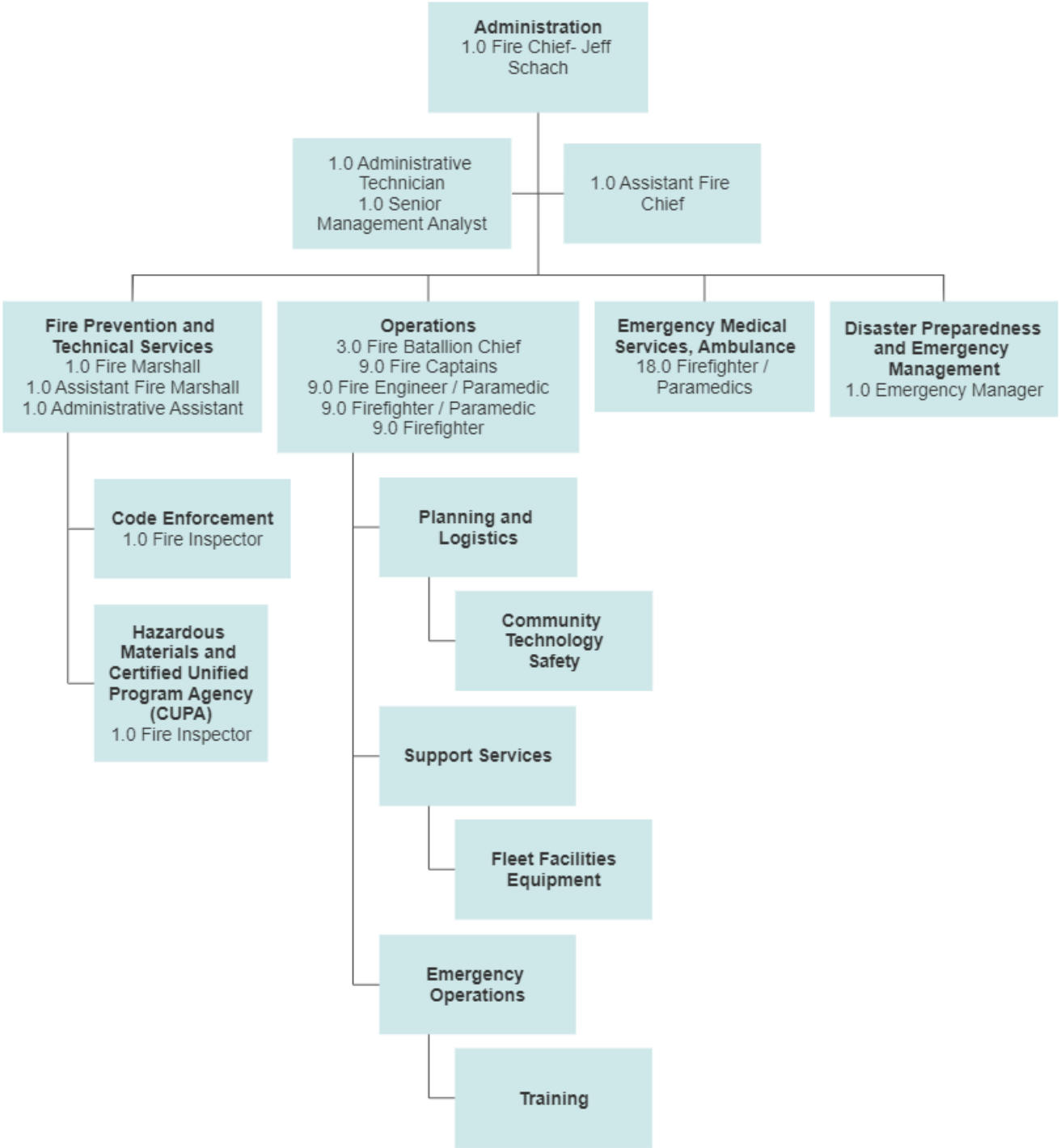
The Finance Director along with other members of the finance department and other City departments will continue to look for ways to provide efficient and cost-effective services to the organization and the community.

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





# Fire Department



**FY 2024 Position Totals**  
67.0 Full Time

### Mission Statement

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

## Description

The Petaluma Fire Department is an all-risk department that is responsible for the following: prevention and extinguishment of fires; medical treatment and transport of the sick and traumatically injured; extrication and rescue of victims; and overall mitigation of emergency-related events impacting the health, welfare and safety of citizens and visitors to the Petaluma area. Founded in 1857, the Department last year celebrated its 166<sup>th</sup> year of service.

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

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

Finally, the City hired its first full-time Emergency Manager In FY 22/23. This position, which resides in the Fire Department but has a Citywide role, is responsible for implementing a robust Emergency Management Program which will include Emergency Operations Center (EOC) Management, Community Emergency Preparedness, Community Risk Reduction, and the development of Fire Safe Neighborhoods in our community.

As development in-fills and Petaluma's population continues to grow and age, calls for service have increased more than proportionally anticipated. The department last fiscal year responded to over 8000 calls for service, an increase of 17% over the previous fiscal year. Ten years ago, call volume was slightly over 5000 per year.

## Major Accomplishments and Highlights

- The Fire Department conducted a Comprehensive Analysis with 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 on 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.

- This fiscal year, the Fire Department implemented several recruitment initiatives focused on diversity, equity, inclusion, and the “next generation” of Petaluma firefighters. Petaluma FD’s current pool of part-time EMTs who work on the Basic Life Support (BLS) ambulance is a diverse group of up-and-coming potential firefighter/paramedics. This year the FD implemented a paramedic school tuition reimbursement program and offered field internships for two current BLS employees. Additionally, outreach was started at the high-school level through class presentations and the Petaluma FD participated again this year in the second annual Women in Public Safety Day.
- The Fire Prevention Bureau filled the Assistant Fire Marshal position approved in last year’s budget. This new position and role will assist with the increased demands in the Bureau and adds a roadmap to succession within that department.
- A fire captain was placed into a 40-hour interim training officer position for a portion of this fiscal year to assist with the planning, coordination, and instruction of department-wide training, including three internal fire academies for new employees. The success of this interim program has led to the position becoming proposed in starting in FY 23/24.
- Petaluma FD’s 7<sup>th</sup> grade Hands-Only CPR training program, conducted through junior high PE programs, ramped back up after a few years of pause due to COVID. The partnership with the Petaluma Healthcare District continued and in February 2023 the program instructed nearly 1500 Petaluma area 7<sup>th</sup> and 8<sup>th</sup> graders in Hands-Only CPR.

## Goals and Priorities

- Review and evaluate best-practice recommendations from the CPSM Comprehensive Analysis.
- Upgrade and modernize Fire Department facilities to increase member privacy, accommodate a more diverse work force, and become carbon neutral.
- Continuously re-evaluate the Fire Department fleet’s age, condition, and replacement options to plan for acquiring and maintaining a reliable fleet while planning for carbon-neutral alternatives as technology changes.
- Continuously re-evaluate emergency service demand and opportunities to strengthen and reimagine the Fire Prevention Bureau’s mission of community risk reduction.
- Expand “Fire Prevention” to a Bureau focused on all Community Risk Reduction.

## Performance Measures

Strategic Goal	Description	Measure Type	FY 2021/22 Measure	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
A City That Works	Revenue cost recovery from ambulance program	\$ received	\$3,892,475	\$3,633,500	\$4,219,958	\$4,000,000
A City That Works	EMS Training hours	# hours	1,368	1,368	1,368	1,368
A City That Works	Ambulance mutual aid received	# incidents	174	100	232	100
A City That Works	Fire Code Inspections	# inspections	484	1000	1115	1000

Strategic Goal	Description	Measure Type	FY 2021/22 Measure	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
	(including business inspections)					
A City That Works	90 <sup>th</sup> percentile Emergency Response Time	time	8:24	6:00	7:48	6:00

## Departmental and Program Budget Overview

By Departmental Program	2022 Actuals	2023 Revised	2024 Budget
Fire Administration	\$ 2,114,179	\$ 2,089,457	\$ 2,360,428
Fire Disaster Preparedness	63,825	10,000	60,000
Fire Hazardous Materials	270,453	418,411	482,418
Fire Prevention	678,882	539,299	772,272
Fire Suppression	11,740,518	11,787,197	11,893,501
Fire Suppression-apparatus	273,930	72,080	72,080
Fire Suppression-building/grounds	33,552	19,500	19,500
Fire Suppression-communications	38,473	21,400	21,400
Fire Suppression-supplies	71,832	53,500	53,500
Fire Suppression-training	35,077	17,800	17,800
Ambulance	5,767,424	5,188,535	5,374,581
<b>General Fund Fire Department</b>	<b>\$ 21,088,145</b>	<b>\$ 20,217,179</b>	<b>\$ 21,127,480</b>

By Account Type	2022 Actuals	2023 Revised	2024 Budget
Salary	\$ 10,982,556	\$ 10,282,636	\$ 10,783,661
Benefits	7,539,937	8,358,589	8,494,131
Services & Supplies	2,501,715	1,361,254	1,624,988
Utilities	56,958	53,700	54,700
Capital Expenditures	-	161,000	170,000
<b>Fire Department</b>	<b>\$ 21,081,166</b>	<b>\$ 20,217,179</b>	<b>\$ 21,127,480</b>

## Key Budget Highlights and Changes by Program

A Fire Department budget of \$21,127,480 is recommended for 2023/2024. This is an increase of \$910,301 over 2022/2023.

Salaries are recommended at \$10,783,661, an increase of \$501,025 over 2022/2023. This increase is attributed to adding a new Training Captain, position step advancements, and higher overtime costs.

Benefits are recommended at \$8,494,131, an increase of \$135,542 over 2022/2023. This increase is primarily due to an increase in retirement and workers' compensation costs.

Services and supplies are budgeted at \$1,624,988, an increase of \$263,734 over 2022/2023. 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 2023/2024 increase is primarily due to Risk Management and Information Technology intragovernmental charges increasing due to the removal of a previous rate holiday in risk management necessary to build reserves to appropriate levels following a year of increased costs as well as additional investment in citywide technology improvements such as server replacements, cybersecurity to protect sensitive data and installing reliable internet connection for use during emergencies. There also is new funding for a Wildfire Mitigation Program, budgeted at \$50,000 for 2023/2024.

Utilities are budgeted at \$54,700. The increase of \$1,000 over 2022/2023 represents an expected increase in water and wastewater charges.

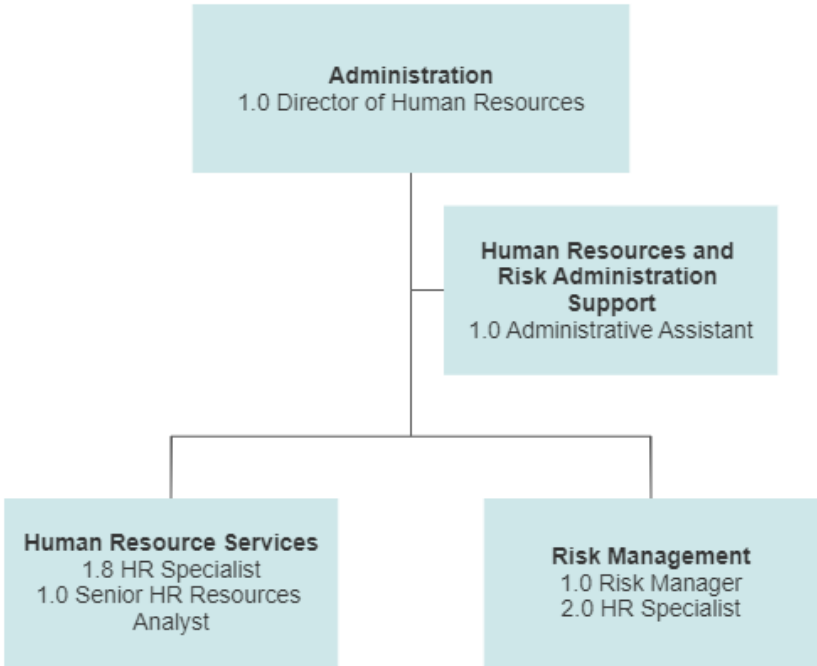
Capital expenditures are budgeted at \$170,000. This is to fund the replacement of four heart monitors and represents a \$9,000 increase over the 2022/2023 capital expenditure budget.

## Looking Forward

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



Human Resources Department



**FY 2024 Position Totals**  
7.8 Full Time

### Mission Statement

Human Resources' **vision** is to be a credible and reliable strategic partner, recognized for our creative and collaborative solutions. We accomplish our **mission** by serving, supporting, and advising City team members using forward thinking methods that are impactful and compliant to achieve City goals and objectives.

## Description

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

Human Resources Administration provides a full range of human resources services and support to departments within the City. The Human Resources Department administers employee and retiree health benefits.

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 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.

## 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.



- HR conducted approximately one hundred (100) full-time and part-time recruitments and by 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.
- Ensured all employees completed either the mandatory supervisory module or employee module training regarding maintaining a harassment-free workplace.
- Revised and updated several City-wide personnel administrative policies.
- Recovered approximately \$192,000 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.
- 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) enhancing our onboarding process for increased engagement and interaction for the new employee and (4) enhancing connections between our staff and the community by incorporating diversity, equity, and inclusion (DEI) incentives.
- Continue to update and revise the City of Petaluma's Personnel Rules and Regulations and Administrative Policies by developing new policies and revising existing policies to maintain compliance with current federal and/or state law.
- 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.
- 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)

## Performance Measures

Strategic Goal	Description	Measure Type	FY 2021/22 Measure	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
A City that Works	Process applications received and screened to attract qualified personnel	# of applications received and screened	1583	1000	891	1000
A City that Works	Advertise, open and process recruitments	# of recruitments	75	75	61	75
A City that Works	Process new hires and promotions	# of new hires and promotions	93 (FTE) 35 (PT)	80 (FTE) 40 (PT)	70 (FTE) 13 (PT)	75 (FTE) 20 (PT)
A City that Works	Process all separations (retirements, resignations, etc.)	# of separations (retirements, resignations, etc.)	59	50	40	45

Strategic Goal	Description	Measure Type	FY 2021/22 Measure	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
A City that Works	Process all subrogations	# of subrogations processed t	35 claims for a value of \$165,349	30 claims for a value of \$150,000	12 claims for a value of \$192,454	20 claims for a value of \$75,000

## Departmental and Program Budget Overview

By Departmental Program		2022 Actuals	2023 Revised	2024 Budget
Human Resources Administration and Operations		\$ 1,034,854	\$ 1,162,637	\$ 1,153,908
Less Intragovernmental Offset		(574,054)	(644,839)	(544,535)
<b>General Fund Human Resources Administration/Operations Net Cost</b>		<b>\$ 460,800</b>	<b>\$ 517,798</b>	<b>\$ 609,373</b>
Employee Benefit-administration		149,157	304,745	293,082
Employee Benefit-retiree benefits		366,112	313,423	331,223
Employee Benefit-unemployment		13,824	30,000	30,000
Employee Benefit-other		95,864	534,926	534,926
Workers Compensation		2,579,546	3,713,860	3,819,118
<b>Employee Benefits</b>		<b>3,204,503</b>	<b>4,896,954</b>	<b>5,008,349</b>
Risk Mgmt Administration and Operations		4,189,242	2,756,617	2,792,987
<b>Risk Management Admininstration and Operations</b>		<b>4,189,242</b>	<b>2,756,617</b>	<b>2,792,987</b>
<b>Human Resources Department Net Cost</b>		<b>7,854,545</b>	<b>8,171,369</b>	<b>8,410,709</b>
By Account Type		2022 Actuals	2023 Revised	2024 Budget
Salary		\$ 830,977	\$ 892,508	\$ 956,819
Benefits		548,492	685,457	714,749
Services & Supplies		7,049,130	7,238,243	7,283,676
Transfers		-	-	-
<b>Human Resources Department</b>		<b>\$ 8,428,599</b>	<b>\$ 8,816,208</b>	<b>\$ 8,955,244</b>
Less Intragovernmental Offset		(574,054)	(644,839)	(544,535)
<b>Human Resources Department Net Cost</b>		<b>\$ 7,854,545</b>	<b>\$ 8,171,369</b>	<b>\$ 8,410,709</b>

## Key Budget Highlights and Changes by Program

A Human Resources Department budget of \$8,410,709 is recommended for 2023/24. This represents an increase of \$139,036 from 2022/23.

Salaries are recommended at \$956,819 for 2023/24 representing an increase of \$64,311 over 2022/23. This increase is mainly due to position upgrades and negotiated cost of living adjustments.

Benefits are recommended at \$714,749 for 2023/24 representing an increase of \$29,292 over 2022/23. This is attributed to increased negotiated retiree benefit payments, employee benefit selections and increased retirement and workers compensation costs.

Services and supplies are recommended at \$7,283,676 for 2023/24, an increase of \$45,433 over 2022/23. This budget is mainly for a consultant labor negotiator, employee education and training, pers interfund loan paydown, insurance premiums, and risk and workers compensation settlements. The increase is mainly due to increased insurance premiums and to increasing Administration, Risk

Management and Technology intragovernmental charges as a result of removal of a previous rate holiday in risk management necessary to build reserves to appropriate levels following a year of increased costs as well as additional investment in citywide technology improvements such as server replacements, cybersecurity to protect sensitive data and installing reliable internet connection for use during emergencies, slightly offset by decreased outside recruiting consulting services.

## Looking Forward

The Human Resources Department remains committed to the implementation of Measure U and providing excellent customer service to staff and the community. We are committed to investing in staff to retain and recruit highly qualified employees that will provide excellent customer service to the community. Human Resources staff positions will be upgraded over the next year to ensure classifications mirror the level of tasks performed and services provided. Upgrading the classifications will enable staff to continue to develop and cross train in program areas that they have not typically performed work and will enhance the level of customer service provided to City departments.



## Measure U Cost Center

The Measure U cost center contains activity related to costs programmed to occur out of the Measure U fund. Beginning in 2019, the City commenced a concerted, two-pronged community engagement effort to address the City's long-term fiscal and organization sustainability by gathering as much community feedback as possible about City services and priorities. In response to the City's outreach efforts, Petaluma community members identified priorities for enhanced locally controlled funding. This general 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. *General Fund Support* - 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 provided the City a benchmark for whether Petaluma's compensation was at or below market.
  - 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. The needs of the Community are constantly evolving thus as needs are identified, positions will be considered and incorporated in future budgets.

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 improve safety, 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 2024 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 2023/24 proposed Measure U budget on March 21, 2023. The Committee was supportive to see appropriations continue to be included for the important community priorities addressing Climate and Infrastructure needs, parks and maintenance initiatives, including various service needs at community parks. All Committee reports can be found at [cityofpetaluma.org/meetings](http://cityofpetaluma.org/meetings). The next report for FYE 2022/23 will be available and presented to the Committee in January of 2024.

## Measure U Budget

<b>1115 Measure U Sales Tax</b>	<b>2022 Actuals</b>	<b>2023 Revised</b>	<b>2024 Budget</b>
Services & Supplies	\$ -	\$ -	\$ -
Transfers	11,887,653	14,981,567	20,185,395
<b>Measure U Sales Tax</b>	<b>\$ 11,887,653</b>	<b>\$ 14,981,567</b>	<b>\$ 20,185,395</b>

Measure U sales tax revenues are estimated at \$15.7M for FY 23/24, greater than the prior year by approximately 6%. We are seeing strong recovery occurring following the pandemic and expect moderate growth to continue into the new fiscal year. We remain somewhat conservative given the uncertainty of the economy and will continue to monitor revenues closely and adjust as more information is received.

A Measure U budget of \$20,185,395 is recommended for 2023/24. 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 2023/2024

<b>1. General Fund Support-Maintain Service Level</b>	Funding for existing operations; new operational needs	8,178,247
<b>2. Workforce Stabilization</b>	Core Staffing, Class/Comp and COLA	4,718,927
<b>3. Infrastructure Investments</b>	Roads and Public Safety Facility	2,684,221
<b>4. Priority Initiatives</b>	Climate Initiatives- Electric Vehicle Chargers, Emergency Power Backup; Technology- Upgrades and Replacements - Cybersecurity; Capital- Library Fire Suppression System, Downtown Public Restroom and Beautification, Turning Basin and Dock Replacement, River Dredging Program ; Emergency Preparedness -Vegetation Management/Chipper Program, Equipment and Vehicles; Fare Free Public Transit Program	4,604,000
<b>Total Measure U Spending</b>		<b>20,185,395</b>

General Fund provides necessary resources to maintain and bolster 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 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 24 and it is anticipated that a plan will be brought forward during the fiscal year once more information is obtained.

Finally, priority initiatives include \$268,000 of additional funding for the fire suppression system in the library, \$700,000 for the Turning Basin Docks and Dredging project, \$775,000 for a Downtown Public Restroom and Beautification, \$650,000 for the River Dredging Program, \$200,000 of ongoing funding for fast electric chargers and \$1,039,000 for emergency preparedness for vegetation management and a chipper program as well as funding for equipment for the fire department and replacement of police vehicles that are past their useful life. Significant investment in citywide technology is planned in FY 2023/24 that includes a new phone system, updated servers, cybersecurity to protect sensitive data and internet that is available during emergencies. Finally, \$180,000 is included for a fare-free public transit program.

More information on capital projects can be found in the capital program portion of the budget document. More information will be available as each of these items is taken forward for Council approval during the fiscal year.

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

## Non-Departmental Description

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

## Non-Departmental Budget

<b>11800 Non Departmental</b>	<b>2022 Actual</b>	<b>2023 Revised</b>	<b>2024 Budget</b>
Salary		\$ 225,000	\$ 778,056
Benefits		500,000	502,832
Services & Supplies	611,399	615,200	621,200
<b>General Fund Non Departmental</b>	<b>\$ 611,399</b>	<b>\$ 1,340,200</b>	<b>\$ 1,902,088</b>

A Non-Departmental budget of \$1,902,088 is recommended for 2023/24. This is an increase of \$561,888 over 2022/23.

Salaries and benefits are recommended at \$1,280,888, an increase of \$555,888 over 2022/23. Additional funding of approximately \$450,000 is included to fund anticipated negotiation impacts that are currently ongoing and \$178,000 of anticipated adjustments granted in the new fiscal year. 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 \$621,200 are recommended, a slight increase from 2022/23, 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

<b>11100 General Fund General Department</b>	<b>2022 Actual</b>	<b>2023 Revised</b>	<b>2024 Budget</b>
Benefits			
Services & Supplies	1,696	2,314	-
Transfers	2,473,054	3,173,507	2,177,722
<b>General Fund General Department</b>	<b>\$ 2,474,750</b>	<b>\$ 3,175,821</b>	<b>\$ 2,177,722</b>

A General Fund budget of \$2,177,722 is recommended for 2023/24. This represents a decrease of \$998,099 from 2022/23.

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

Transfers Out are budgeted at \$2,177,722 for 2023/24, a decrease of \$995,785 from 2022/23. Transfers out include funding of \$528,473 to support Storm Water operating costs in the Storm Water fund, \$93,580 to the Waste water fund for settlement costs, \$71,454 to the CIP for LED Streetlight Interfund Loan payback, \$400,000 to the Vehicle Replacement Fund to fund purchase of vehicles necessary to perform services, \$27,000 for playground replacement, \$180,000 for fare free public transit, \$81,215 for a grant match and reserved funds for the purchase of an ambulance of \$398,000 and Turf Replacement of \$398,000 transferred to the applicable funds to cover costs of the project. This decrease is mainly the result of less transfers out expected in FY 24 than occurred in FY 23 for capital projects funded by designated reserves.

## Transient Occupancy Tax- Community Promotion

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

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

## Transient Occupancy Tax Budget

<b>2520 Transient Occupancy Tax</b>	<b>2022 Actuals</b>	<b>2023 Revised</b>	<b>2024 Budget</b>
Services & Supplies	\$ 580,487	\$ 253,680	\$ 803,147
Transfers	2,300,518	2,994,276	3,293,276
<b>Transient Occupancy Tax</b>	<b>\$ 2,881,005</b>	<b>\$ 3,247,956</b>	<b>\$ 4,096,423</b>

A Transient Occupancy Tax budget of \$4,096,423 is recommended for 2023/24. This represents an increase of \$848,467 over the revised budget for 2022/23. One-time uses recommended for 2023/24 are itemized below. Transfers to the General Fund continue to be

included of \$ 2,123,000 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, \$500,000 for the Community Baseball Field project and \$250,000 for the Downtown Pedestrian ADA Improvement Project. Services and Supplies Costs account for ongoing funding of COTS and the Downtown Streets Team (DST), partnerships that are critical to the success of addressing homelessness in Petaluma.

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

<b>Projects</b>	<b>Recommended</b>
Petaluma River Dredging Program	\$ 25,000
Petaluma Community Baseball Field	\$500,000
Downtown ADA Improvements	\$250,000

## 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

<b>2525 Petaluma Tourism Improvement District</b>	<b>2022 Actuals</b>	<b>2023 Revised</b>	<b>2024 Budget</b>
Services & Supplies	\$ 251,250	\$ 350,873	\$ 11,911
Transfers	\$ -	\$ -	\$ -
<b>Petaluma Tourism Improvement District</b>	<b>\$ 251,250</b>	<b>\$ 350,873</b>	<b>\$ 11,911</b>

A Petaluma Tourism Improvement District budget of \$11,911 is recommended for 2023/24, which is a \$338,962 a decrease from 2022/23. This decrease is the result of non-recurring costs programmed in FY 23 and not expected in FY 24. The appropriations recommended support management of the fund and corresponding activity. As the year progresses and projects and/or programs are identified, a budget adjustment will be brought forward.

## Vehicle and Equipment Replacement

This fund accounts for the accumulation of resources and related expenses incurred for the replacement of major equipment and vehicles in the City. The fund tracks general government

vehicle and equipment purchases. Enterprise vehicle purchases reside in each of the Enterprise Funds. For a comprehensive list of all Capital Assets purchases recommended in the budget, please refer to the summary schedules in the summary section of this document.

### Vehicle and Equipment Replacement Budget

<b>7500 Vehicle &amp; Equipment Replacement Fund</b>	<b>2022 Actuals</b>	<b>2023 Revised</b>	<b>2024 Budget</b>
Services & Supplies	\$ 810,466	\$ 395,276	\$ 398,718
Capital Expenditures	-	1,208,541	1,987,000
<b>Vehicle Replacement Fund</b>	<b>\$ 810,466</b>	<b>\$ 1,603,817</b>	<b>\$ 2,385,718</b>

A Vehicle and Equipment Replacement budget of \$2,385,718 is recommended for 2023/24. This represents an increase of \$781,901 over the revised budget for 2022/23.

Services and supplies are recommended at \$398,718, minimal change from FY 2022/23. 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.

Capital Expenditures are recommended at \$1,987,000, an increase of \$778,459 over 2022/23. This includes the cost of existing capital leases of \$290,000 as well as new equipment purchases and vehicle leases. Below is the recommended list of new vehicle purchases in FY 24 by department:

Fire – 1 Ambulance \$398,000

1 Vehicle for the new Training Captain \$50,000

Equipment to outfit new fire engine \$300,000

Police – 15 Patrol Vehicles replacement of high mileage vehicles \$639,000

Public Works – 1 Crew Truck \$90,000 (Carryover from PY)

1 Skidsteer \$70,000

1 Backhoe \$150,000

## 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.

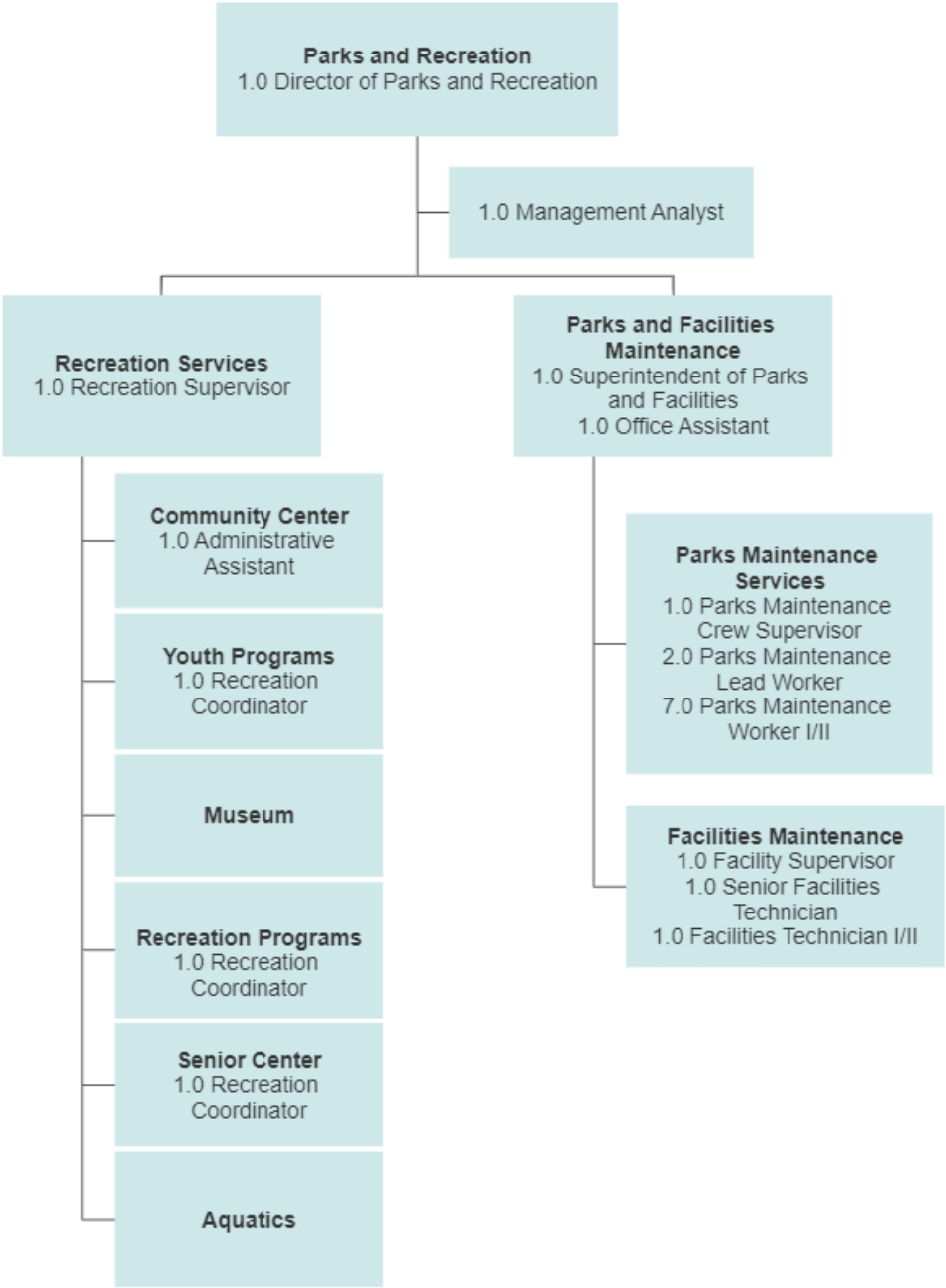
The Bonds are tax-exempt obligations with a repayment term of 30-years. The interest rate on the Bonds is fixed, meaning annual debt service is fixed if the Bonds are sold and not subject to change over the life of the bonds. Standard & Poor's has evaluated the proposed Bonds and assigned the Bonds a 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:

<b>Fiscal Year Ending June 30</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
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
<b>Total</b>	<b>\$19,125,000</b>	<b>\$8,284,323.13</b>	<b>\$27,409,323.13</b>

More information can be found in the City's Annual Comprehensive Financial Report at <https://cityofpetaluma.org/documents/fiscal-year-2022-annual-financial-report/>

Parks and Recreation / Community Services



**FY 2024 Position Totals**  
22.0 Full Time

### Mission Statement

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

## Description

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

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

The Parks Maintenance Division is responsible for maintaining nearly 100 public sites, including 47 developed parks, 27 playgrounds, and works closely with other departments to look after the 26.7 miles of pedestrian and bike paths throughout the parks, public right of ways, and open space. This responsibility spans 450 acres of parkland, 175 of which is natural turf and athletic areas. Daily responsibilities of maintenance activities include but are not limited to debris removal, playground safety inspections and repairs, restroom cleaning, irrigation maintenance and repair, mowing, turf care, pruning, fertilization, weed control, repairs due to vandalism, graffiti eradication, cleaning and repairing structures, tree maintenance, mulching, minor plumbing and construction work, water conservation monitoring, as well as tracking and responding to calls for service requests from the community.

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



## Major Accomplishments and Highlights

Recreation Services embraced the transition to unrestricted in-person programming by focusing on community engagement with park users, volunteers, and non-profit organizations on park and recreation initiatives and establishing priorities for future investments in parks.

- Highlights include an increase in overall in-person programs, special events, services, and classes geared toward our aging adult population.
- A new playground was installed at Grant Park with another play structure at Anna's Meadow Park scheduled to be completed this summer.
- Construction is underway at the Petaluma Community Sports Field to complete phase 2 of our first all-weather baseball complex, fulfilling a much-needed program gap for youth ages 13 through adult.
- New inclusive play amenities were introduced with the installation of a communication board at Lucchesi's Miracle League playground and two new custom chess tables were installed along Water Street made possible with grant funds from the AARP.
- In partnership with ReLeaf Petaluma, staff oversaw 700 new native tree plantings throughout six parks including; Sunrise, Meadowview, Southgate, Lucchesi, Bond, and Glenbrook.
- Significant efforts were undertaken to conserve water usage across the park system during a season of severe drought by investing in water meters and expanding the recycled water infrastructure to four additional park sites.
- Staff supported citywide efforts to significantly reduce carbon emissions and electrify operations by transitioning nearly one third of the Parks and Recreation vehicle fleet to all-electric.
- Lastly, the pool boiler system was repaired with support from the Facilities Maintenance Division at the Swim Center, in order to sustain a year-round pool program.

## Goals and Priorities

Our city continues to demonstrate a renewed interest in local parks, public places, and recreation activities and how they can best serve every member of our community. The increased participation presents staff with challenges keeping pace providing routine maintenance following decades of disinvestment as well as opportunities to provide new and exciting ways to create local connections and long-term stewardship of parks. To ensure we capture the diverse voices in our community, the department is placing a strong emphasis on providing more robust translation services at community events as well as offering additional publications and services for our Spanish speaking community members. Staff will focus efforts on identifying gaps in programs and providing new and exciting opportunities to engage adolescent youth and aging adults. The department has a number of exciting capital projects including; resurfacing the plaster at the Petaluma Swim Center, phase one construction of Petaluma's second skate park, and the construction of a new educational amphitheater at Shollenberger Park, providing balanced investments across the parks and facilities. Lastly, with the lifting of COVID-19 related restrictions, we are thrilled to be working towards increasing our community partnerships and offering a greater range of community events.

Sonoma County's Measure M, Parks For All, initiative continues to provide much needed resources to support ongoing maintenance and capital investments within local parks. Measure M revenues have been critical in improving maintenance of Petaluma's 175 acres of playable turf and athletic fields. Upcoming investments include increasing gopher abatement services and seasonal turf maintenance aimed at improving the most heavily trafficked athletic fields and parks to ensure safe, playable surfaces. Staff will introduce an animal grazing pilot program to bring more restorative land practices to Petaluma's parks and open spaces. Use of Cal Fire grant funding will assist in building out an urban tree management program for improved tree

stewardship, which is a crucial piece of reaching the citywide carbon neutrality goals. Lastly, implementing a new parks and facilities asset management system will allow for data collection to ensure high efficiency resource prioritization.

## Performance Measures

Strategic Goal	Description	Measure Type	FY 2021/22 Measure	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
A City That Works	Scholarship Funds	Output	1320	6000	TBD	6500
A City That Works	Number of Camp participants	Output	501	500	TBD	550
A City That Works	Number of senior enrichment classes	Output	40	60	TBD	65
A City That Works	Number of Sports league programs	Output	117	120	TBD	125
A City That Works	Number of contract classes offered	Output	30	35	TBD	35

## Departmental and Program Budget Overview

By Departmental Program	2022 Actuals	2023 Revised	2024 Budget
Parks and Recreation Administration	\$ 881,587	\$ 1,236,182	\$ 1,501,434
Recreation Cavanagh Center	7,457	12,850	7,000
Recreation Community Center	112,442	209,350	210,503
Recreation Library/museum	34,461	63,939	35,725
Recreation Youth/teens Programs	308,156	392,169	318,243
Recreation Contract Classes	114,861	72,500	72,500
Recreation Sports Programs	33,585	54,415	45,955
Recreation Aquatic Programs	308,836	202,950	299,790
Recreation Senior Programs	18,177	46,413	54,724
Recreation Special Events	50,117	52,183	42,000
Building/Facility Maintenance	821,515	674,951	826,756
Parks Maintenance	2,189,108	2,233,804	3,198,142
<b>General Fund Parks and Recreation / Community Services</b>	<b>\$ 4,880,302</b>	<b>\$ 5,251,706</b>	<b>\$ 6,612,772</b>
LAD	439,757	485,156	506,337
Measure M Parks	1,050,899	1,203,434	959,679
Fairgrounds	-	-	450,000
<b>Non General Fund Parks and Recreation / Community Services</b>	<b>\$ 1,490,656</b>	<b>\$ 1,688,590</b>	<b>\$ 1,916,016</b>
<b>Parks and Recreation / Community Services</b>	<b>\$ 6,370,958</b>	<b>\$ 6,940,296</b>	<b>\$ 8,528,788</b>
<b>By Account Type</b>	<b>2022 Actuals</b>	<b>2023 Revised</b>	<b>2024 Budget</b>
Salary	\$ 1,918,396	\$ 2,397,814	\$ 2,759,344
Benefits	612,098	805,546	848,574
Services & Supplies	2,091,374	1,934,927	2,983,037
Utilities	973,604	1,042,009	1,230,550
Capital Expenditures	13,421	50,000	-
Transfers	762,065	710,000	707,283
<b>Parks and Recreation / Community Services</b>	<b>\$ 6,370,958</b>	<b>\$ 6,940,296</b>	<b>\$ 8,528,788</b>



## Key Budget Highlights and Changes by Program

A Division budget of \$8,528,788 is recommended for 2023/24. This represents an increase of \$1,588,492 over the revised budget for 2022/23.

Salaries are recommended at \$2,759,344, an increase of \$361,530 over 2022/23. This is attributed to new positions added including a Parks Maintenance position to address the backlog of deferred maintenance at city parks and a Deputy Director of Parks and Recreation to assist with project management and program administration department wide. A Facility Supervisor and Technician to support the facility maintenance needs at the fairgrounds is also included and is directly offset by revenue. Negotiated cost of living adjustments and step advancements through the salary ranges are also contributing to the overall increase.

Benefits are recommended at \$848,574, up slightly compared to FY 2022/23. This is attributed primarily to the increase associated with the new position benefits, retirement costs offset by a decrease associated with employee benefit selection.

Services and supplies are recommended at \$2,983,037, an increase of \$1,048,110 over 2022/23. This budget reflects operational services and supplies, community outreach with park services, contract employee classes, services and supplies for youth and adult sports programs, building repairs/maintenance and landscape, and tree preservation and urban canopy, tree maintenance, organic weed abatement, animal grazing, gopher abatement and increased park restroom cleaning, custodial services. Contract costs to assist with the transition of the fairground's facility related to facility maintenance and other needs when identified are also included and are directly offset by revenues. The FY 23/24 increase is primarily due to these items mentioned above and increased administrative overhead charges. Risk Management and Information Technology intragovernmental charges are increasing due to the removal of a previous rate holiday in risk management necessary to build reserves to appropriate levels following a year of increased costs as well as additional investment in citywide technology improvements such as server replacements, cybersecurity to protect sensitive data and installing reliable internet connection for use during emergencies.

Utilities are recommended at \$1,230,550, an increase of \$188,541 over FY 2022/23. This is mainly attributed to anticipated utility cost increases in facilities including the swim center.

Capital Expenditures of \$0, a reduction of \$50,000 representing the removal of one-time capital expenditures that are not expected to re occur in FY 2023/24.

Transfers out are recommended at \$707,283, a decrease of \$2,717 from 2022/23. Transfers in this category account for transfers from Measure M Parks fund to capital projects which include the following project: Community Baseball Field, Shollenberger Amphitheater & Kiosk improvements, Prince Park Concession and Restroom Facility remodel/repair and the Swim Center Pool Renovation. More information can be found in the Capital Improvement Program section of this budget document. The decrease is primarily due to slightly less fund transfers for Parks CIP projects.

## Measure M Parks

A Measure M Parks budget of \$959,679 is recommended for 2023/24. This is a decrease of \$243,755 from the revised budget for 2022/23.

Salaries are recommended at \$77,406 and provide funding for 1 Park Maintenance worker. An increase of \$4,452 over 2022/23 is primarily due to negotiated cost of living adjustments.

Benefits are recommended at \$53,185, an increase of \$1,243 over 2022/23 due to increased retirement benefit and workers compensation costs.

Services and supplies of \$121,805 are recommended for 2023/24, a decrease of \$246,733 under 2022/23. The decrease is mainly due to the removal of non-recurring costs associated with the Parks Master Plan included in FY 2022/23 and one-time purchase of supplies.

Transfers out are recommended at \$707,283 a decrease of \$2,717. Projects appropriated include the Community Baseball Field, Shollenberger Amphitheater & Kiosk improvements, Prince Park Concession and Restroom Facility remodel/repair and the Swim Center Pool Renovation and the ongoing loan payback for the Tennis Courts.

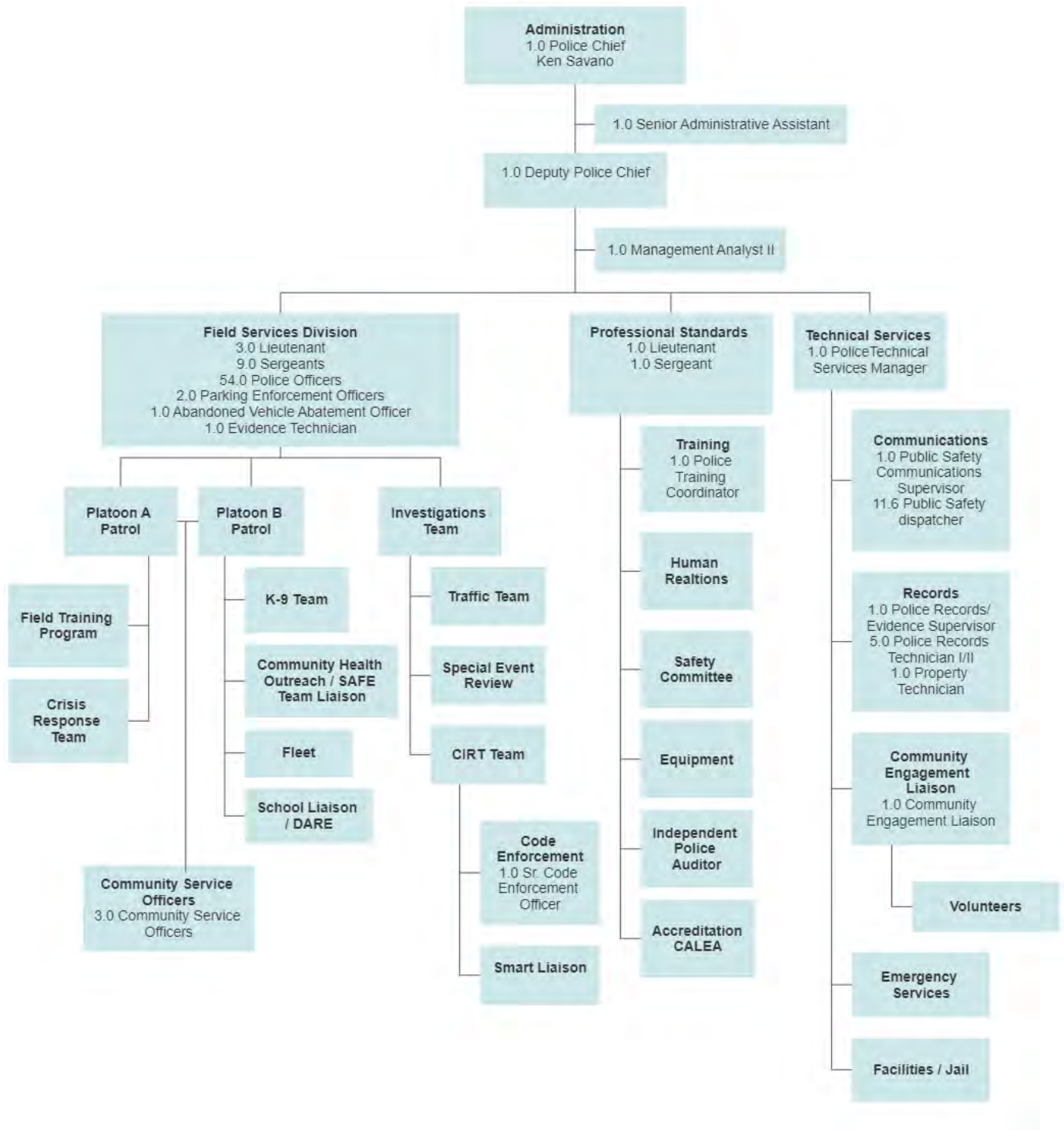
Costs allocated by prioritized category are below:

Expenditure Categories		Fiscal Year 2023-24 Budget
A. Walking Paths, Bike Trails, Park Connections and Access	Safety and Access, Improve Multi Use Pathways/Trails access and wayfinding signage, Maintenance	57,099
B. Playgrounds, Sports Courts, Active Recreation Spaces	Maintenance, Tennis and Court Rehabilitation, Playground Replacements, Turf replacement	98,382
C. Natural Areas and River Enhancements	Improve River Access, Signage and Support Habitat Restoration	36,420
D. Enhanced Maintenance Activities	Increase Weed Abatement and Purchase of Equipment, Natural Grass Playing Field Repairs, Tree Care, Increase Mulching Program, Irrigation maintenance	65,679
E. Recreation and Aquatic Facilities; Park Amenities	Improve Park Restroom Facilities, Waste Receptacles, Signage, Information Kiosks, Swim Center Pool Renovation, Maintenance	379,259
F. Creating New Park Spaces or Expanding Recreational Opportunities	Community Baseball Field, Group Picnic Area Restoration, Fitness Equipment, Youth Scholarship Programs, Swim Scholarships	311,420
G. Special Events and Community Programming	Live Concert Series, Multi-cultural event	11,420
<b>Total Expenditures</b>		<b>959,679</b>

## Looking Forward

With several new team members joining the Parks and Recreation Department during the past year, we've enjoyed a renewed excitement among staff as the capacity to bring new programs, initiatives, projects, and opportunities to engage with our community find momentum. There is a buzz of energy at the Senior Center as new programs and classes are rolled out and excitement from young families taking part in expanded pre-school hours at the Community Center. Strong partnerships with local service providers like Petaluma People Services and Petaluma Bounty, will strengthen our community gardens and help build more resilient neighborhoods. New capital park projects including a new skatepark design and a Kenilworth Park Revitalization project will allow new opportunities for members of the community to help create a future vision for our local parks. The increase in costs of utilities and material goods, along with a reliance on more manual maintenance practices, presents challenges for the Parks and Facilities Maintenance crews to provide consistent levels of routine maintenance with aging infrastructure. Impacts of drought have led to greater levels of tree and turf loss, reinforcing the importance of establishing more resilient infrastructure. These challenges present opportunities to build on successful partnerships with service providers like ReLeaf Petaluma and Daily Acts while securing more resources through programs like CalFire's Urban Tree Canopy Grant to become leaders in the City's larger effort to reach it's goals on climate action.

# Police Department



FY 2024 Position Totals

102.6 Full Time

### Mission Statement

Working with our community to provide professional police services since 1858.  
 The Police Department provides a full range of law enforcement services to the community as we focus on our four primary tenants;  
     Reducing Crime  
     Increasing Traffic Safety  
     Improving the Quality of Life  
     Community Engagement

## Description

The Department is divided into three divisions; **Field Services, Professional Standards, and Technical Services**. Within these divisions employees are assigned to specific functions including uniformed patrol, traffic enforcement, parking enforcement, code enforcement, investigations, records, communications, and administration. The FY 23-24 Police Department budget reflects this structure.

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

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

The six (6) uniformed patrol teams respond to emergency and non-emergency public safety calls for service. Three teams make up each patrol platoon and work opposite days of the week for seven day a week coverage. Field Services also includes our Crisis Response Team made up of our Special Weapons and Tactics Team (SWAT), Hostage Negotiations, and Tactical Dispatchers, as well as Community Health Outreach, K-9 Unit, Gang Team, Field Training Officer program, Jail management, School Liaison.

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

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

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

Also included in the Traffic Team is Abandoned Vehicle Abatement (AVA) which consists of one full-time civilian officer. The AVA officer targets abandoned vehicles and vehicles left parked on City streets for more than 72 hours. The Department receives approximately 110 calls for service a month regarding abandoned vehicles and the goal is to reduce the number of calls for service and increase enforcement of abandoned vehicles left on City streets and private property.

The Community Impact Response Team (CIRT) is responsible for proactive enforcement of habitual offenders impacting the quality of life for all community members. CIRT has an embedded Code Enforcement Officer to assist with Municipal Code related violations, Planning Design Review, Alcohol Related Nuisance Ordinance and Responsible Beverage Service compliance.

The **Professional Standards Division** is a newly created divisions (FY23) responsible for the oversight and compliance of the entire department. In our efforts to enhance transparency and accountability, the Professional Standards Division is responsible for ensuring all employee training and compliance with Commission on Peace Officer Standards and Training (POST), Internal Affairs Investigations, recruitment and retention, and will serve as the liaison to the Independent Police Auditor. The Professional Standards Division will also be overseeing the department's efforts in seeking accreditation through the Commission on Accreditation of Law Enforcement Agencies (CALEA).

The **Technical Services Division** is a newly created division (FY23) and consists of the 911 Communications Center, Records, Community Engagement/Social Media, and Technology all of which is overseen by a civilian police manager.

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

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

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



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

## Major Accomplishments and Highlights

- Continued to provide professional, compassionate, and accountable policing services to the community that has developed public trust and confidence.
- Implemented 2022-2025 Strategic Plan identifying five strategic goals:
  1. Organizational wellness and professional development
  2. Crime and collision reduction
  3. Active partnerships
  4. Safe spaces
  5. Transparent accountability

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

- Completed Police Operations and Data Analysis study by the Center for Public Safety Management (CPSM) and prioritize and began implementing recommendations.
- Completed an organizational restructuring establishing a Professional Standards Divisions and Technical Services Division staffed by a new civilian Manager. (CPSM Recommendation)
- Continued implementation and refinement of best practices in policing from the President's Task Force report on 21<sup>st</sup> Century Policing and Mayor's Pledge:
 

➤ Building Public Trust and Legitimacy	➤ Policy and Oversight
➤ Technology and Social Media	➤ Community Policing/Crime Reduction
➤ Training and Education	➤ Officer Safety and Wellness
- Expanded DUI enforcement coverage to seven days per week.
- Deployed Community Impact Response Team consisting of 2 officers and a sergeant to proactively focus on habitual offenders and locations.
- Actively participating in ongoing Public Safety Facilities (PSF) Needs Assessment with Fire Department, Public Works, and City Manager's Office to create PSF Strategic Plan.
- Implemented a Pilot Safe Spaces Video Surveillance project at Leghorn Park.
- Completed a Police Leadership Team Building workshop.

## Goals and Priorities

- Develop a strategic plan for CALEA accreditation process.
- Continue prioritization and implementation of CPSM recommendations and efforts focused on year two of the Department's strategic plan.
- Proceed with implementation of the Independent Police Auditor and work to develop process for developing the proposed Public Safety Advisory Group.
- Analyze and identify opportunities to expand officer available times and methods to reduce call response times.
- Continue building public trust and legitimacy through proactive community policing and engagement efforts including building social media engagement and pursue new and innovative ways to engage our community by meeting them how and where they feel safe and confident to do so.
- Enhance our Police Transparency Portal and work to add additional data regarding specific governing body approved equipment and Racial Identify Profiling Act (RIPA) stop reporting.
- Develop effective responses to crime and traffic safety through intelligence-led policing and technology.

- Continue to re-imagine policing and develop new and innovative ways to improve community safety and service delivery.

## Performance Measures

Strategic Goal	Description	Measure Type	FY 2021/22 Measure	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
A City That Works:	Number of filled sworn allocated police officer positions and Vacancy rate of unfilled police officer positions.	Filled Sworn Officer Positions	70 FTE Sworn Police Officers  Vacancy Rate 0%	70 FTE Sworn Police Officers  Vacancy Rate 0%	70 FTE Sworn Police Officers  Vacancy Rate 0%	70 FTE Sworn Police Officers  Vacancy Rate 0%
A City That Works:	Institute staff training programs to enhance staff expertise and advancement. Training provided annually	Number of Hours	7,286 Outside Training hours  4600 Platoon Training Hours  11, 886 total training hours  YES PSP Cycle	~7,000 Outside Training hours  4600 Platoon Training Hours  11, 600 total training hours  YES	Not Available Yet	~7,000 Outside Training hours  4600 Platoon Training Hours  11, 600 total training hours  YES PSP Cycle
A City That Works A Safe Community That Thrives	Coordinate and enhance cross-department social media collaboration.  Social Media/ Nixle Enrollments, Followers and postings for all Platforms	Total Number of Followers and Postings	Followers: 15,889  Postings: 2,522	Followers: 119,000  Postings: 2,500	Followers: 117,678  Postings: 1707 YTD 3/2/2023	124,000 subscribers/ followers  Total Social Media Postings 2500
A Safe Community That Thrives	Improve traffic safety through proactive education, engineering, and enforcement strategies  Number of Traffic Collisions (Fatal/Injury), DUI collisions/ arrests, and traffic Citations	Total number of incidents	189 Total Number of Traffic Collisions (Fatal- 2/ Injury-187)  61 DUI Traffic Collisions  242 DUI Arrests  Citations: 1316	175 Total Number of Traffic Collisions (Fatal- 0/ Injury-175)  45 DUI Traffic Collisions  220 DUI Arrests  Citations: 1382	127 Total Number of Traffic Collisions (Fatal- 2/ Injury-125) YTD  51 DUI Traffic Collisions YTD  244 DUI Arrests YTD  Citations: 664 YTD	Reduce Total Number of Traffic Collisions by 5% and have 0 traffic fatalities consistent with Vision Zero goals.

## Departmental and Program Budget Overview

By Departmental Program	2022 Actuals	2023 Revised	2024 Budget
Police Administration	\$ 4,576,675	\$ 4,954,197	\$ 6,196,578
Police Communication	1,987,064	1,995,970	2,148,463
Police Cad/rms	416,093	428,647	428,647
Police Investigation	1,254,593	1,349,813	2,013,167
Police Patrol	13,976,491	14,027,205	13,404,930
Police Traffic Safety	1,011,093	888,802	1,822,168
Police Records	770,140	795,309	857,625
Parking Enforcement	336,569	272,023	283,026
<b>General Fund Police Department</b>	<b>\$ 24,328,718</b>	<b>\$ 24,711,966</b>	<b>\$ 27,154,604</b>
Police Grants	1,428,124	1,224,070	1,451,211
Abandoned Vehicle Abatement	149,612	146,035	166,616
<b>Non General Fund Police Department</b>	<b>\$ 1,577,736</b>	<b>\$ 1,370,105</b>	<b>\$ 1,617,827</b>
<b>Police Department</b>	<b>\$ 25,906,454</b>	<b>\$ 26,082,071</b>	<b>\$ 28,772,431</b>

By Account Type	2022 Actuals	2023 Revised	2024 Budget
Salary	\$ 12,255,744	\$ 13,157,458	\$ 13,988,613
Benefits	8,664,903	9,208,173	10,297,833
Services & Supplies	4,709,826	3,662,105	4,418,650
Utilities	62,466	54,335	67,335
Capital Expenditures	88,515	-	-
Transfers	125,000	-	-
<b>Police Department</b>	<b>\$ 25,906,454</b>	<b>\$ 26,082,071</b>	<b>\$ 28,772,431</b>

## Key Budget Highlights and Changes by Program

A Police Department budget of \$28,772,431 is recommended for 2023/24. This represents an increase of \$2,690,360 over 2022/23.

Salaries are recommended at \$13,988,613 representing an increase of \$831,155 over 2022/2023. This change is mainly due to the addition of a Police Patrol Sergeant allocation and a 2-year limited term Management Analyst funded by the Cops CALEA grant awarded in FY 2022/23. In addition, the increase is attributed to negotiated salary and cost of living adjustments, overtime, and step advances through the salary ranges.

Benefits are recommended at \$10,297,833 representing an increase of \$1,089,660 over 2022/2023. This change is due to the addition of benefits for the 2 additional positions mentioned above, increased retirement costs, workers compensation costs, and employee benefit selections.

Services and supplies are recommended at \$4,418,650 an increase of \$756,545 over 2022/2023. This category is mainly for operating services and supplies, the SAFE program funded by grants, employee training, vehicle fleet repairs and maintenance, Redcom 911 services, CAD services, intragovernmental charges, cleaning services and communications services. The increases in this category represent funding for the independent police auditor, education and development. Risk Management and Information Technology intragovernmental charges are increasing due to the removal of a previous rate holiday in risk management necessary to build reserves to appropriate levels following a year of increased costs as well as additional investment in citywide technology improvements such as server replacements,



cybersecurity to protect sensitive data and installing reliable internet connection for use during emergencies, slightly offset by a reduction in grant program costs.

Utilities are recommended at \$67,355 an increase of \$13,000 over 2022/2023 due to rising utility costs expected in FY 2023/24.

Capital expenditures are recommended at \$0 in FY2023/2024.

## Looking Forward

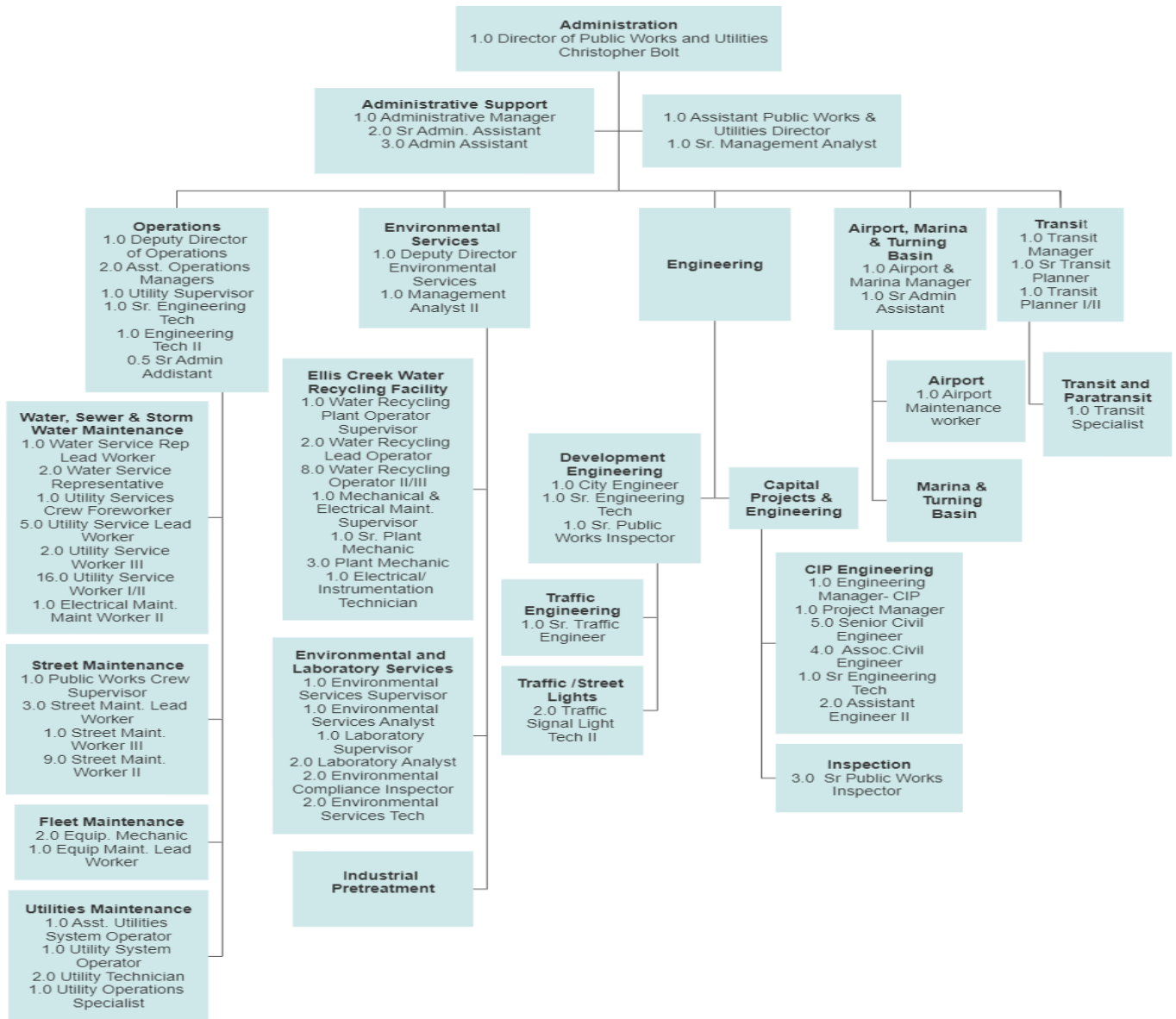
The Department remains heavily focused on the development, coaching, and mentoring of our most valuable resources, our staff. The Department intends to invest in professional development, organizational wellness, increasing capacity, reducing span of control, enhancing levels of supervision, and expanding transparency.

The Department is committed to ongoing evaluation and exploration of opportunities to re-imagine policing to develop new and innovative ways to improve community safety and service delivery.

The Department is dedicated to maintaining essential emergency services while ensuring resources are optimally deployed, operations are streamlined for efficiency, and services provided are cost-effective, all while maintaining a high level of service to the community members of the City of Petaluma.



## Public Works and Utilities



FY 2024 Position Totals

122.5 Full Time

### Mission Statement

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

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

### Description

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

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

**The Engineering Division** provides engineering services for capital projects and development entitlements, permitting, inspections, and traffic engineering. Comprehensive Development Engineering addresses new development initiated by outside interests, which involves managing City land transactions and overseeing developer agreements and public improvements. Included in these services are vesting and tentative (parcel) maps, utility service and other encroachment permits, right-of-way management, construction inspections, and traffic engineering. Capital Projects, as the other arm of our Engineering Division, focuses solely on the planning, design, and construction of capital improvements, all initiated and performed by (or contracted by) the City. Combining these functions in a single division allows us to efficiently share and leverage our engineering resources across a broad range of services. It creates a broader knowledge base of engineering-related activities and services, which fosters collaboration and enhances services to the community.

**Capital Projects** is part of the Engineering Division and is responsible for managing the City's Capital Improvement Program (CIP) and providing project management of the individual projects and grants related to the CIP. Tasks include preliminary and final design services, environmental planning and permitting, inspections, and construction management; grants administration; and setting annual water, sewer, and pavement improvement priorities. Capital improvements include pavement rehabilitations and upgrades, including high-priority active transportation/safe streets and traffic calming projects (encompassing both quick-build and hardened improvements), new signage, streetlights, and traffic controls. Also, a large part of our capital projects involve bridge evaluations and repairs; upgrades to water and wastewater facilities; improvements to trails and parks; maintenance of public buildings; drainage and flood control systems; and upgrades to airport, marina, and transit facilities. The CIP team, consisting of project managers, engineers, inspectors, and technical staff, drives projects from conception to completion by effectively managing project budgets, schedules, consultants, design and permitting activities, and construction contractors – in collaboration with other City departments as well as funding and regulatory agencies.

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

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

- The Automotive/Equipment Maintenance Shop maintains and repairs the City's fleet, ensuring the safe and reliable operation of nearly 100 vehicles and pieces of mobile equipment.
- Downtown Streets/Sidewalks Maintenance, overseen by both Operations and Engineering, involves street and sidewalk maintenance and inspections to ensure that Americans with Disabilities Act (ADA) standards are being met.
- The Petaluma Turning Basin and D Street Bridge funds the operation and maintenance of the D Street Bridge and the City-owned docks and utilities in the Turning Basin.
- The Gas Tax Fund receives gas tax revenues. These are transferred to the Street Operations Fund and used to maintain City streets, signs, signals, and streetlights. Street Maintenance, a part of the Operations Division, funds pavement and right-of-way rehabilitation and repairs, including pothole patching, overlays, trench repair, dig-outs of broken pavement, crack sealing, weed abatement, debris removal, trail surface

maintenance, and tree trimming. The street crews also provide emergency responses during floods and natural disasters and temporary mitigation in support of the sidewalk repair program, while engineering staff manages the sidewalk repair program.

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

**The Petaluma Municipal Airport and the Petaluma Marina** are overseen by the Public Works Administration Division and managed by the Airport and Marina Manager. The airport handles approximately 60,000 take-offs and landings each year. The Airport Enterprise Fund supports the management of 164 City-owned aircraft storage hangars, 20 private hangars, 118 tie-down spaces, 2 commercial operators, and hosts 240 tenant aircraft. Additionally, the airport maintains an automated weather observation system, and a ground communication link to the Federal Aviation Administration. To ensure the availability of a safe and reliable fuel source for aircraft, the City provides 24/7 self-service avgas and jet fuel on demand. These systems are vital to supporting flight operations, including lifesaving medical flights, air charter, and cargo services. Also under the oversight of the Airport and Marina Manager is the Petaluma Marina, which has 186 berths varying from 22 ft. to 40 ft. in length. The marina has a current occupancy rate of 43% and offers a public launch, pump-out, and fuel service. Additionally, the marina provides critical emergency services by hosting the Sonoma County Sheriff Marine Unit vessel and providing the primary launch for Petaluma Fire and Police rescue vessels.

**Petaluma Transit and Petaluma Paratransit** are managed by the Transit Division, which consists of both 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.

**Wastewater Administration serves Wastewater Enterprise operations** and is located at both the Ellis Creek Water Recycling Facility (WRF) and the Public Works Water Field Office. The team works collaboratively with operational staff to promote efficiency, accountability, fiscal and asset management, and to provide customer service. Primary responsibilities include budget analysis and coordination, fiscal projections and analysis, grant and contract administration, coordination of asset management and customer service request programs, 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).

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 a network comprised of more than 195 miles of pipes. The operation and maintenance of nine sewer pump stations are funded by a related cost center. A continuous inspection program identifies problem areas when remote control TV cameras are inserted through the main pipelines. Preventative cleaning of sewer lines is accomplished using a high-pressure water jet vacuum truck. Wastewater pump stations, managed by the Environmental Services Division, fund the reliable operations and management of the City's 9 sewer pump

stations that deliver an average daily flow of 3.7 (drought) to 4.5 (non-drought) million gallons per day (MGD) during dry weather conditions, and up to 36 MGD of wet weather wastewater flow to the 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.

Wastewater Storm Drain, managed by the Operations Division, funds the portion of the storm drain maintenance program directly related to the operation of the sewer utility. Stormwater crews clear, clean, and maintain approximately 4,645 storm drain inlets and catch basins, and numerous culverts, open ditches, and creeks. They also operate and maintain the three stormwater pump stations located at Payran, Vallejo, and Wilson Streets.

**Water Administration serves the Water Enterprise operations**, located primarily at the Water Field Office, and works collaboratively with operational staff to promote efficiency, accountability, fiscal and asset management, and customer service. Primary responsibilities include the preparation of Council agenda reports and other correspondence, budget analysis and coordination, fiscal projections and analysis, grant and contract administration, coordination of asset management and customer service request programs, and management of utility rates. The cost center includes transfers to CIP accounts and intergovernmental charges.

Water Conservation, within Water Operations, funds water conservation outreach and programs, drought response, and water supply planning. Year-round Water Conservation programs include Water-Wise HouseCalls; Mulch Madness for turf replacement; free water conservation device giveaways, rebates for toilets, washing machines, pool covers, and Laundry-to-Landscape greywater systems workshops, demonstration gardens, and public outreach at events and through social media, print and digital press, direct mailers, website, and through regional partnerships. Water Customer Service is part of the Operations Division and works closely with the Finance Department to investigate and resolve customer-billing issues by addressing customer billing inquiries related to high water use or leaks, responding to service orders for meter turn-ons/off and read checks, and requests for utility billing system support. Water Leak Detect/Cross Connect utilizes leak detection equipment to identify water leaks and manages the state mandated cross-connection control program.

The wholesale purchase of the City's water supply from Sonoma Water is accounted for by a related cost center. Overseen by the Operations Division, this cost center funds the purchase of the City's water supply from Sonoma Water under the terms of the wholesale water purchase agreement (Restructured Agreement for Water Supply). Managed by the Operations Division, potable water from Sonoma Water and 21 municipal wells is transmitted and distributed to City customers through seven water pump stations, nine active storage reservoirs with 11.1 million gallons of capacity, five pressure zones, and over 240 miles of transmission and distribution pipelines serving 20,379 metered customers with over 7,700 valves and appurtenances. This cost center funds the maintenance and repair of the pipelines, including a California state-certified Water System Operator, to assure water quality and reliability of service of the distribution system. Quality and reliability are achieved by overseeing continuous testing for pathogens and chlorine levels; and continuous monitoring of deliveries, leaks, and system pressures.

And lastly, the **Storm Drain Utility Administration**, managed jointly by the Operations and Environmental Services divisions, encompasses the City's non-wastewater related stormwater maintenance and operations activities and regulatory compliance functions, including



maintenance of City drainage waterways, drainage inlets, manholes, and culverts. The City's National Pollutant Discharge Elimination System (NPDES) Storm Water Program and Municipal Separate Storm Sewer System (MS4) permit activities and flood alert system are funded by this cost center.

## 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):
  - The Biogas-to-Biofuel (B2B) project at Ellis Creek WRF will beneficially use biomethane to produce compressed natural gas (CNG) to fuel the refuse collection vehicles that service the City. The biomethane is produced as a byproduct of municipal wastewater solids and from high strength waste (HSW). The project recently obtained a Bay Area Air Quality Management District (BAAQMD) permit to operate the CNG system and to construct the HSW system. Necessary improvements to start-up the system and enter into agreements with Recology are ongoing. Continued expansion of the recycled water system to serve additional customers. Parks and irrigation areas along Maria Drive are now connected to the city's recycled water system.
  - Continued the biosolids management strategy to adapt to upcoming regulatory requirements.
  - Completed 100% design of Phase 3 of the tertiary recycled water treatment expansion project to expand filtration treatment capacity.
  - Actively managed the application of pretreatment requirements on the City's industrial users while many industries were navigating significant changes to their operations.
  - Issued permits for significant industrial users and non-significant categorical users.
  - Completed Phase 1 of the tertiary recycled water treatment expansion project.
  - Received Environmental Laboratory Accreditation Program (ELAP) accreditation that includes new The NELAC Institute (TNI-2) regulations.
- **Operations** (Water, Wastewater, and Streets):
  - Due to historic drought conditions, the City implemented its Water Shortage Contingency Plan in 2022 in response to the ongoing water shortage emergency in our region. Between June 2021 through December 2022, Petaluma ranked among the highest in California by reducing water use by 26% compared to 2020, saving nearly 1 billion gallons of water (991 million gallons of water saved), and offsetting the need to implement further water-use restrictions.
  - In 2022, the City was awarded the following grants for water supply projects:
    - \$10.8 million from Department of Water Resources 2021 Urban and Multibenefit Drought Relief Program for the Adobe Road Recycled Water Pipeline Expansion, Advanced Metering Infrastructure, and Aquifer Storage and Recovery Feasibility Study;
    - \$6.9 million from Bureau of Reclamation through North Bay Water Reuse Authority for the Ellis Creek Water Recycling Facility Tertiary Treatment Capacity Upgrades, Adobe Road Recycled Water Pipeline Expansion, and Maria Drive Recycled Water Pipeline Expansion; and



- \$13.7 million from the Water Resources Development Act of 2022 for water and wastewater infrastructure including recycled water projects.
  - Began the process of creating an Integrated Water Management Plan (IWMP) to help identify and analyze potential water supply alternatives to help meet the City's goal of increased local water supply resiliency.
  - Amended the City's 2020 Water Shortage Contingency Plan.
  - Created a Water Resources and Conservation Division within Public Works & Utilities to oversee the water conservation program and water supply planning.
  - Continued with Master Plan documents for the water distribution system and sewer collection system to coincide with the general plan update. These master plans will drive near term project planning.
  - Continued with the replacement of undersized water mains, failing and leaking water services, and antiquated sewer mains.
  - Continued development of a master plan for the City Corp Yard to meet future needs.
  - Moved forward with the electrification of pool cars and crew support vehicles. Integrated eight electric vehicles into its operational fleet including four electric pool vehicles, two electric operations crew work trucks, and three electric vans for operations and water conservation
  - Implemented a pilot program for the AMI water meter program. Installed over 50 AMI endpoints for various city park, city facility, and high user accounts with the goal of tracking water usage and identifying water leaks.
  - Managed barriers, barricades, and signage in support of Free Range, Slow Streets, and a street mural project.
  - Performed encampment cleanup efforts in the Cedar Grove area.
- **Engineering** (including Development Engineering and Capital Improvement Program (CIP) engineering):
    - With the passage of the Measure U sales tax initiative and the use of the proceeds for a bond issue, we have been able to achieve unprecedented large-scale pavement improvement projects throughout the City. 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 the Caulfield "Southern Crossing" Bridge, including selection of a consultant to perform final design for the project.
    - Completed Phase 1 of the 1<sup>st</sup> and F Street bridge project which included replacement of the original wooden bridge with a new precast concrete bridge (Phase 2 will enhance pedestrian facilities near the 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 the 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.
  - Completed dredging of the Petaluma Turning Basin as well as Phase 1 of the Marina dredging.
  - Continued replacement of aging water services and wastewater collection infrastructure, including completion of the water main behind the SRJC campus, which allowed for completion of the Manor Tank recoating project, installation of recycled water main along Maria Drive, and completed water service replacement on Samuel Drive, Maria Drive and Garfield Drive (and surrounding neighborhoods).
  - Completed full rehabilitation of various water and sewer pump station projects, including the Victoria/Country Club water pump stations and Payran sewer lift station.
  - Initiated significant pavement restoration work for 50 lane-miles of roadway; and made considerable 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.
  - Upgraded the traffic signal central management system with improved communications, upgraded equipment, and new system performance measures to monitor overall performance.
- **Airport:**
    - Completed the paving phase of the Aircraft Parking Apron Rehabilitation project. The final phase of slurry seal, tie-down anchors, and surface markings will be completed in spring 2023. This project will provide more usable space for Airport tenants to store their aircraft and increase the lifespan of the existing pavement.
    - Resealed, surveyed, and repainted the Airport Segmented Circle, completing the Windsock Paving Project. This will assist visitor aircraft in determining the standard traffic pattern from the air and will help to prevent aircraft from flying low over local neighborhoods.
    - Rebuilt the Automated Weather Observation System (AWOS) to provide more reliable weather reporting for Airport users.
- **Marina & Turning Basin:**
    - Completed dredging of the Turning Basin and removed a legacy wood dock. This project will enable the installation of a new public dock from the River Plaza to Cavanagh Landing in early FY24.
    - Completed a safety dredge of the Marina, which will provide first responders with 24/7 access to the Petaluma River.
- **Transit:**
    - Marketed and promoted the Veteran & Active-Duty Military Fare Free Program.
    - Processed 121 paratransit applications in-house.
    - Created the first-ever Petaluma Transit Disadvantaged Business Enterprise (DBE) Plan.
    - Petaluma Transit vehicles participated in five 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.
- Served on the Petaluma Vehicle Miles Traveled (VMT) Technical Advisory Committee and the General Plan Advisory Committee (GPAC).
- Received \$3 million in funding for electric bus purchases, transit yard facility electrification upgrades, and bus stop improvements, as part of a larger \$24.1 million-dollar TIRCP grant award (including \$10.1 million dollars awarded to SMART for construction of the Corona Street SMART station).
- Engaged in design work for electrification improvements at the Transit Yard (555. N McDowell Blvd), which are necessary to accommodate the first wave of electric transit buses.
- Successfully acquired grant funding through the Sonoma County Climate Resiliency Fund to provide free transit for all K-12 students starting in June 2023 for a two-year period (minimum).
- Provided free fares for eight community holidays/events.
- Became the first City to apply to the PG&E Green Fleet program.
- Upgraded all Petaluma Transit fixed route buses to the Next Generation Clipper Hardware (“Clipper 2.0”) – the first Bay Area transit agency to complete installation of the system.

## 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 the construction of the Tertiary Recycled Water Expansion project.
- Begin implementation of the statewide trash provisions for new and redevelopment projects, including City projects.
- Collaborate with other watershed partners to develop the bacteria total maximum daily load (TMDL) to be adopted into the Petaluma River basin plan.
- Complete construction for relocating the Ellis Creek outfall.
- Study options for increasing recycled water storage and expansion of the distribution system in concert with the completion of an updated Integrated Water Management Plan (formerly known as the Recycled Water Master Plan).
- Maintain a robust pretreatment program to protect our community’s investment in the ECWRF.
- Comply with National Pollutant Discharge Elimination System (NPDES) permit requirements at ECWRF.
- Maintain equipment at ECWRF to continue to provide a robust and reliable treatment process at the ECWRF.

- **Operations:**

- Complete water distribution and wastewater collection master planning efforts to provide 5- and 10-year investment plans to increase resiliency and reliability.
- Complete the IWMP and identify near- and long-term water supply projects to be implemented for local water supply resiliency.

- Comply with water loss standards (SB555) and urban water use objectives that include indoor, outdoor, commercial, industrial, and institutional irrigation uses and allowed water loss (AB 1668 and SB 606)
  - Flush water distribution mains, maintenance valves, and fire hydrants to align with state requirements.
  - Continue replacement of aging sewer mains to reduce inflow and infiltration.
  - Continue water service replacement program to replace failure prone water service connections and reduce water loss.
  - Implement a new asset management program for all water, sewer, storm, and street infrastructure to track level of effort, costs, and maintenance hot spots.
  - 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 remaining vacancies and establishing new practices and protocols for excellence in project management execution.
    - Continue to grow and develop the newly hired CIP team and further the culture of excellence.
    - 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.
    - Re-envision project tracking and metrics for CIP projects using technology such as Procore and Power BI, making the City an industry leader.
- **Airport:**
    - Continue the 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 / Taxiway 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 design for near-term electrical improvements of the Transit Facility.
    - Implement a micro-transit or shuttle to/from the downtown area.
    - Successfully create a free K-12 student youth free transit program

- Complete the procurement of Petaluma Transit's first zero-emission/electric buses.

## Performance Measures

Strategic Goal	Description	Measure Type	FY 2021/22 Measure	FY 2022/23 Target	FY 2022/23 Measure	FY 2023/24 Target
A City That Works	Pavement Condition Index (PCI, 0-100 scale)	Output	46	47	Not yet available	48
A City That Works	Streets Improved (miles/year)	Output	8	9	9	10
A City That Works	Sidewalks & Trails Improved (feet/year)	Output	4000	7000	7000	7500
A City That Works	Solid Waste Disposed (tonnage/year)	Output	28,207	36,354	Not yet available	32,719
A City That Works	Water Treated (millions of gallons/year)	Output	1645	1900	Not yet available	1800
A City That Works	Recycled Water Distributed (millions of gallons/year)	Output	658	530	Not yet available	650
A City That Works	Transit Ridership (people/year)	Output	121,942	146,330	212,365	235,000

## Departmental and Program Budget Overview

By Departmental Program	2022 Actual	2023 Revised	2024 Budget
Pub Works Admin	\$ 643,980	\$ 803,771	\$ 986,433
Pub Works Engineering Development	554,774	570,005	603,163
Pub Works Engineering Cip	209,660	263,394	218,771
Pub Works Engineering Traffic	79,413	76,688	89,588
Pub Works Auto/equip Maint Shop	263,596	253,285	263,330
Pub Works Street Lights	157,255	175,000	175,000
Downtown Streets/sidewalks Maintenance	96,739	117,000	115,000
Pub Works Turning Basin/d St Bridge	35,456	37,143	38,367
<b>General Fund Public Works and Utilities</b>	<b>\$ 2,040,873</b>	<b>\$ 2,296,286</b>	<b>\$ 2,489,652</b>
<b>Gas Tax Fund</b>	<b>\$ 2,989,747</b>	<b>\$ 3,184,900</b>	<b>\$ 3,192,402</b>
Street Maintenance (HUT)	7,287,025	4,166,426	7,666,795
Street Signs And Markings	553,111	739,972	799,947
Street Signals And Lights	740,571	823,402	908,932
Solid Waste Contract Mgt	25,749	55,333	6,321
<b>Streets Fund</b>	<b>\$ 8,606,456</b>	<b>\$ 5,785,133</b>	<b>\$ 9,381,995</b>
Airport Admin/operations	1,527,379	3,902,703	1,985,767
Airport Fueling	547,570	525,750	520,750
Airport Hangars	102,379	112,000	118,500
<b>Airport Fund</b>	<b>\$ 2,177,328</b>	<b>\$ 4,540,453</b>	<b>\$ 2,625,017</b>
<b>Marina Administration and Operations Fund</b>	<b>\$ 752,428</b>	<b>\$ 342,428</b>	<b>\$ 358,514</b>
Transit Administration	676,920	1,429,441	2,463,515
City Routes	2,363,137	4,251,338	4,563,688
Paratransit	581,363	910,914	922,250
<b>Transit Fund</b>	<b>\$ 3,621,420</b>	<b>\$ 6,591,693</b>	<b>\$ 7,949,453</b>
Waste Water Administration	13,929,889	17,156,490	40,289,554
Waste Water Collect System	892,992	1,493,075	1,703,394
Waste Water Sewage Pump Stations	679,599	864,913	723,021
Waste Water Customer Svc	37,886	78,200	86,200
Waste Water Industrial	565,418	869,646	873,307
Waste Water Reclamation	901,418	1,937,234	1,753,586
Waste Water Storm Drain	133,909	422,511	267,579
Waste Water Ellis Creek Operations	7,242,918	8,418,342	9,608,159
<b>Waste Water Fund</b>	<b>\$ 24,384,029</b>	<b>\$ 31,240,411</b>	<b>\$ 55,304,800</b>
Water Admin	7,678,239	7,549,159	12,691,566
Water Conservation	969,810	1,363,615	1,371,645
Water Customer Services	798,659	821,871	1,132,575
Water Leak Detect/cross Connect	127,532	133,000	148,786
Water Pumping	368,152	657,169	744,714
Water Source Of Supply	7,941,507	8,884,750	9,229,750
Water Transmission & Distribution	3,085,690	4,567,831	3,845,899
<b>Water Fund</b>	<b>\$ 20,969,589</b>	<b>\$ 23,977,395</b>	<b>\$ 29,164,935</b>
<b>Storm Drainage Utility Admin</b>	<b>\$ 763,122</b>	<b>\$ 1,044,047</b>	<b>\$ 1,352,496</b>
<b>Non General Fund Public Works and Utilities</b>	<b>\$ 64,264,119</b>	<b>\$ 76,706,460</b>	<b>\$ 109,329,612</b>
<b>Total Public Works And Utilities</b>	<b>\$ 66,304,992</b>	<b>\$ 79,002,746</b>	<b>\$ 111,819,264</b>

By Account Type	2022 Actual	2023 Revised	2024 Budget
Salary	\$ 9,341,093	\$ 11,714,942	\$ 12,605,156
Benefits	4,062,490	5,257,976	5,430,502
Services & Supplies	33,349,032	38,891,448	42,431,093
Utilities	3,056,301	3,270,132	3,182,432
Capital Expenditures	-	3,438,500	2,250,775
Transfers	16,496,076	16,429,748	45,919,306
<b>Public Works And Utilities</b>	<b>\$ 66,304,992</b>	<b>\$ 79,002,746</b>	<b>\$ 111,819,264</b>



## Key Budget Highlights and Changes by Program

A Public Works and Utilities Department budget of \$111,819,264 is recommended for 2023/24. This represents an increase of \$32,816,518 over 2022/23 and includes budgets in Utilities, Enterprise, and Special Revenue funds as well as costs supported by the General Fund.

Total salaries are recommended at \$12,605,156 representing an increase of \$890,214 over 2022/23 due to the addition of new positions recommended to provide leadership and support for management of Streets, Water and Wastewater. A Deputy Director of Operations to provide management of transportation, traffic, and streets division; Utility Technician, Water Service Representative and Environmental Service Analysts to support increased service demands experienced in the Utility divisions; Administrative Assistant and Management Analyst to provide department wide support across all divisions; and a GIS Specialist and Water Resource Engineer for project management and GIS support. Also driving the increase are negotiated cost-of-living adjustments, changes in staffing allocations, and step advancements through the salary ranges.

Total Benefits are recommended at \$5,430,502 and represent an increase of \$172,526 over 2022/23. The increase in benefits costs is associated with the addition of new positions mentioned above as well as increased retirement, and workers' compensation costs, and employee benefit selections.

Total services and supplies are recommended at \$42,431,093, which is mainly costs for wholesale water purchases, contracts for contract bus service, biosolid hauling, maintenance, as well as debt service payments, inspections, maintenance of water supply and wastewater lines, lab testing, purchases of fuel and other supplies. This is an increase of \$3,539,645 over 2022/23. Main drivers of this increase include-

- Intragovernmental charges increased by \$2.1 million
- Transit – Contract Bus Service increased by \$.5 million
- Wastewater- Increased equipment, Integrated Water Management Plan, and chemical purchases \$.6 million
- Water- Integrated Water Management Plan, increased cost of water purchases \$.3 million

Services and supplies line includes intragovernmental charges of \$ 6,809,781 for administrative overhead, Information Technology, and Risk Management. Risk Management and Information Technology intragovernmental charges are increasing due to the removal of a previous rate holiday in risk management necessary to build reserves to appropriate levels following a year of increased costs as well as additional investment in citywide technology improvements such as server replacements, cybersecurity to protect sensitive data and installing reliable internet connection for use during emergencies.

Utilities are recommended at \$3,182,432, a slight decrease of \$87,700 from 2022/23 representing aligning to the annual expected cost.

Capital expenditures are recommended at \$2,250,775 reflecting a decrease of \$1,187,725 from 2022/23, mainly due to one-time capital purchases in the prior year. Below is a list of capital purchased included in FY 24. More detail can be found in the citywide capital vehicle and equipment appropriations section included in this budget document.

- Transit - \$1.9 million for two electric buses is recommended.
- Wastewater- \$177k for replacement vehicles and project software
- Water - \$117k for replacement vehicles
- Storm Water - \$160k for excavator and small electric sweeper

Transfers out are recommended at \$45,919,306 representing an increase of \$29,489,558 due primarily to increased activity related to CIP projects and corresponding transfers out. Below is a summary of transfers out by fund to Please see the CIP section of the budget document for more details.

- Streets \$5 million transfers to fund CIP projects
- Water \$8 million transfers to fund CIP projects
- Wastewater \$27.8 million transfers to fund CIP projects
- Transit \$1.3 million transfers to fund CIP projects
- Airport \$.5 million transfer to fund CIP projects

## Looking Forward

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

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

1. **Aging Infrastructure:** Many of the City's roads, bridges, water, and sewer system elements are aging and in need of repair or replacement. The department must balance the need for infrastructure improvements with the cost of these projects.
2. **Climate Change:** Petaluma is vulnerable to the impacts of climate change, including sea level rise and more frequent and severe weather events. The department must develop strategies to mitigate, prepare for, and adapt to these impacts.
3. **Fiscal Constraints:** Like many municipalities, Petaluma faces fiscal constraints that limit the department's ability to invest in new projects and programs. The department must find ways to maximize resources and identify new sources of funding to address these challenges, including seeking grants and other funding opportunities.
4. **Resource Development and Limitations:** As a community that is rebuilding, so is the organization itself, with many new team members coming on board in just the



last 2-3 years. Training, development, and the implementation of best practices and standard operating procedures takes time. Implementation of new tools and technology also takes time for our staff to learn, master, and fully implement.

A summary of opportunities for the department include:

1. **Infrastructure Improvement Projects:** There are numerous infrastructure improvement projects on the horizon, including improvements to various streets and upgrades to the City's water and wastewater systems. These projects will help to modernize the City's infrastructure, improve water quality, and enhance public safety.
2. **Increased Staffing and Training:** Over the past year, the Public Works Department has filled numerous staffing vacancies across many of its divisions, which have been difficult to fill. The department is now focused on building a culture of excellence through training and developing both new and existing employees. In the end analysis, we are a people-oriented organization: a fully staffed and trained department will improve efficiency and effectiveness by accomplishing more projects and programs, enhancing operations, implementing innovative solutions, and improving customer service.
3. **Smart City Technologies:** The department can leverage smart technologies, such as software tools, sensors, data analytics, and automation, to improve the efficiency of City operations, reduce costs, and enhance the quality of services provided to residents. By embracing new technologies, the department can help to create a more innovative and responsive city. Examples include an asset management system, construction and project management software, advanced metering infrastructure, traffic study and data collection technology, traffic signal upgrades, fleet management telematics, data visualization, and other technology improvements.



## City of Petaluma



# Capital Improvement Budget and Five-Year Capital Improvement Plan Fiscal Years 2024-2028

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.

For more information about project status and schedules -- <https://cityofpetaluma.org/capital-improvements-program/>

### 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 <https://cityofpetaluma.org/city-goals-and-priorities/>. The priorities guide both budget development and department priority-setting. The public has the opportunity to provide input into this process as well as during the annual budget review. A Council meeting was held in March of 2023 to review and revise goals. 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:

-  Facilities Solar Panel Installation – This project will provide for oversight of the construction of solar arrays at the Community Center, Petaluma Police Department, Swim Center, and Petaluma Community Sports Fields. In furtherance of the City of Petaluma's Climate Action goals, the City entered into a Power Purchase Agreement (PPA) with ForeFront Solar to construct parking lot canopy photovoltaic solar arrays. Fully funded by the PPA with no capital expenditure from the City, the 20-year cumulative projected savings from this project is \$2.9M. Work commenced in FY 21/22 with design completed on the Community Center and Police Department. Installation at these four facilities is planned for completion in the next fiscal year.

- ✚ ECWRF Floating Solar – This project will provide a floating solar array on pond 3 at the Ellis Creek Water Recycling Facility. The City entered into a Power Purchase Agreement (PPA) with White Pine Renewables and all costs will be paid for by the PPA. The cumulative savings from this project are projected to be \$3M over 20 years. Design commenced on this project in January 2023, with construction expected to begin December 2023. Extensive project management and coordination for consultant selections, design, PG&E interconnect, agreements started in November 2021.
- ✚ Float House – project management and coordination for license agreement and event permits.
- ✚ Community Rating System (CRS) and National Flood Insurance Program (NFIP) 5-year audit securing the City's Class 6 rating and ensuring a 20% discount on flood insurance for our residents in the flood plain.
- ✚ 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. Recent efforts supported David Best's Arch on Lynch Creek Trail and Fine Balance relocation to H Street.
- ✚ Safe Streets Nomination Program – Developed a program enabling community members to nominate streets and intersections for consideration of "quick-build" traffic calming and safe streets improvements.
- ✚ Safe Routes to Schools Task Force – Collaborated with Petaluma City Schools, Sonoma County Safe Routes to Schools, and safe streets advocates to develop and launch a Task Force program aimed at creating an ongoing dialogue and identifying education, encouragement, enforcement, and engineering strategies to promote safe walking, bicycling, and rolling to schools.
- ✚ Collaboration with SMART regarding the multi-use path project and the new SMART station, which are both in design.
- ✚ Bicycle Parking – Published a webpage enabling community members to request bike racks within the public right-of-way as funding is available. Secured a \$33,290 grant for the first round of bicycle rack purchases and installation in 2023. Collaborating with Planning to update requirements and standards to reflect industry best practices.
- ✚ Veterans and Military Free Transit Program – Started the free fare program in 2022 providing free transit to all active duty and veteran military members.
- ✚ Transit Fleet & Facility Electrification – Started design for electrical improvements to the Petaluma Transit facility needed to accommodate an electric bus fleet. Petaluma Transit was the first City facility to apply and to be accepted into the PG&E Electric Vehicle (EV) Fleet Program.
- ✚ TIRCP grant – Received a \$24.9 million dollar Transit and Intercity Rail Capital Program (TIRCP) grant in conjunction with SMART and SCTA. Funding will help construction of the Corona SMART station, bus stop improvements, and an electric bus purchase.

-  Clipper – Completed the installation of the Next Generation Clipper system (Clipper 2.0) on all fixed route buses.
-  Water System Master Plan – Built and calibrated water distribution model for use in rehabilitation and replacement program for water main replacements.
-  Sewer System Master Plan – Built and calibrated a sewer trunk line model for use in identifying priority projects for sewer main replacement.
-  Integrated Water Master Plan – In response to water supply challenges, efforts have been underway to update the City’s 20-year old Recycled Water Master Plan by developing an Integrated Water Master Plan (IWMP). This plan evaluates all potential alternative water supply sources in an effort to establish long-term resilience and reliability for our community.
-  Water Meter Upgrade – Initiated a grant-funded program to upgrade city water meters to AMI technology to maximize water conservation and empower Petaluma residents to monitor water consumption.
-  Airport Airspace Protection – Started a tree trimming program and partnership with the Rooster Run Golf Course to ensure that trees adjacent to the Airport do not penetrate protected airspace.





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## FY 2023-24 Capital Improvement Plan Funded Status and Community Priorities

Project Category	% Funded FY 23-24	% Funded in the 5-year Capital Improvement Plan	Project Number	Project Description	FY 23-24 Project Phase	Shovel Ready	Climate First	Goal and Priority Item # (FY 21 - 23)
Airport	100%	100%	C61502009	Taxiway A Rehabilitation	Design			74
	100%	100%	C61502117	Safety Zone Improvements by Drainage Channel	Design			74
	100%	100%	C61502218	Airport Emergency Power Backup	Future		☑	74
	100%	100%	C61502319	South Taxiway B Rehabilitation	Design			74
	100%	100%	New	Airport Fuel Facility Improvements	Planning and Design			74
	N/A	100%	New	Runway 11-29 Seal Coat	Future			74
	N/A	100%	New	North Hangar Ramp Seal Coat	Future			74
	100%	100%	C16201304	Community Center Repairs	Construction		☑	138
	100%	3%	C11201501	Petaluma Museum Seismic Retrofit	Design	☑		138
	100%	100%	E11202345	Seismic Analysis City Facilities Assessment	Study			74, 138
Facilities	100%	100%	C11502015	Electric Vehicle Chargers	Design	☑	☑	42, 190
	100%	100%	E11502346	City Facilities Emergency Power Backup Feasibility Study	Study		☑	74
	100%	100%	C11202018	Emergency Power Backup City Hall and Police Headquarters	Design		☑	74
	100%	100%	C11202017	City Hall West Wing Space Remodel & Permit Center	Construction	☑		42, 138, 139
	100%	100%	C11202226	City Hall East Wing Remodel	Construction	☑		138, 139
	100%	100%	C11202120	Public Works Office Upgrades	Design			138
	100%	100%	E11202132	City-Wide Facilities Audit & Energy Program	Study		☑	42, 74, 138
	100%	100%	C11202223	HVAC & Energy Efficiency Upgrades	Design and Construction		☑	42, 74, 138
	100%	100%	C11502224, C11202121	Library Facility Enhancement and Expansion	Design	☑		74
	100%	78%	Projected	Fire Station No. 4/Public Safety Building	Planning			75
Parks	100%	21%	C11202328	Fire Stations 1, 2 & 3 Remodel	Design and Construction			74
	100%	100%	C11501911	Fire Reserve Apparatus Storage & Security Gate Installation	Design			74
	100%	100%	C11202225	Police Dept Facility Remodel	Design			74
	100%	100%	C00400205	Playground Replacements	Design and Construction	☑	☑	149
	100%	100%	C14501607	Petaluma Community Baseball Field	Construction	☑		154
	100%	90%	C14402215	Lucchesi Skate Park	Design			225
	100%	100%	C14502008	Lucchesi Turf Field Replacement	Construction	☑	☑	151
	38%	26%	C14402010	Marina, Turning Basin Dredging & Dock Upgrades	Design and Construction	☑		117
	100%	71%	E14402237	Petaluma River Dredging Program	Study		☑	117, 118
	100%	100%	C14502012	Shollenberger Amphitheater & Kiosk Improvements	Design and Construction		☑	116, 151
	81%	57%	C14502114	Lynch Creek Trail/ Crosstown Connector	Design and Construction	☑	☑	14, 18, 26, 85, 119, 152, 153
	26%	10%	C14502317	Kenilworth Park Revitalization	Design and Construction	☑	☑	151, 152
	100%	100%	C14202319	Prince Park Concession and Restroom Facility Remodel/Repair	Planning			151, 152
	100%	20%	C14502320	Swim Center Pool Replastering	Planning			74, 149

## FY 2023-24 Capital Improvement Plan Funded Status and Community Priorities

Project Category	% Funded FY 23-24	% Funded in the 5-year Capital Improvement Plan	Project Number	Project Description	FY 23-24 Project Phase	Shovel Ready	Climate First	Goal and Priority Item # (FY 21 - 23)
Public Works	100%	29%	C16101519	Rivertail - 101/Crossing, Crosstown Connector	Planning and Design		22	14, 26, 119
	100%	100%	C16501602	Downtown Pedestrian ADA Improvements	Design and Construction	22	22	15, 20, 84
	100%	100%	C16102248	Pavement Restoration & Reconstruction- Citywide	Design and Construction	22	22	15, 84, 85
	100%	100%	C16102147	North McDowell Boulevard Complete Streets	Construction	22	22	15, 16, 84, 85
	100%	6%	C16401925	Citywide Bridge Repair	Planning			15, 20, 84, 85
	100%	100%	C16102032	Pedestrian Improvements Citywide	Design and Construction	22	22	15, 20, 84, 85
	100%	100%	C16102250	Traffic Signal Improvements-Citywide	Construction		22	15
	8%	1%	E16502022	Trestle Rehabilitation	Design			20, 26, 85, 119, 145
	100%	51%	C16401824	Caulfield Bridge Crosstown Connector	Design		22	14, 15
	100%	100%	C16402141	1st and F St Bridge Replacement- Phase 2	Design			15, 84
	N/A	8%	New	1st and C Street Fishing Dock and Community Space	Planning			119, 121
	100%	100%	C16501412	LED Streetlight and Facility Lighting Retrofit	Planning		22	15, 151
	100%	100%	New	Street Light Repairs and Upgrades- Citywide	Design and Construction			15, 151
	100%	100%	C16102146	Traffic Calming & Neighborhood Greenways	Construction	22	22	20, 85, 211
	45%	16%	C16102251	D Street Improvements	Design and Construction	22	22	15, 20, 85
	100%	100%	C16402252	Pedestrian Bridge Renovations	Construction	22	22	18, 85
	100%	100%	E16502134	Active Transportation Plan & Wayfinding	Study		22	18, 26
	100%	100%	New	Caulfield Lane Active Transportation	Design		22	20, 85
	100%	100%	E16102347	Corona Road and McKenzie AT Crossing	Study		22	26, 85
	100%	100%	New	Bicycle/Pedestrian Wayfinding & Bicycle Parking	Construction	22	22	18, 85
Recycled Water	100%	100%	E16082012	Payran UST	Construction		22	42, 55
	100%	100%	New	Utility Undergrounding Study	Planning		22	55, 81
	100%	100%	New	Downtown Beautification	Planning and Design		22	121, 123, 212
	100%	100%	New	Downtown Public Restroom	Planning and Design			121, 124, 212
	100%	100%	C66401416	Tertiary Filtration System Expansion	Design and Construction	22	22	70
	100%	100%	C66401302	Agricultural Recycled Water System - Turnout And Meter Replacements	Design		22	53
	100%	100%	C66501936	Agricultural Recycled Water System Expansion – Adobe Road/Lakeville	Construction	22	22	53
	100%	100%	C66501834	Urban Recycled Water System Expansion - Maria Extension/Loop	Design		22	70
	100%	100%	New	Urban Recycled Water System Expansion – Park Irrigation Conversions	Construction	22	22	70
	100%	100%	C16301518	Old Corona Road Water Quality Mitigation	Design		22	71, 193
Surface Water	100%	100%	C16501931	Storm Drain Trash Capture Device Pilot	Design		22	71, 193
	100%	100%	C16502254	Wilson Stormwater Pump Station & Outfall Upgrades	Design and Construction		22	71, 74, 193
	100%	100%	New	Corona Creek Flood Reduction and Habitat Enhancement	Planning		22	71, 193
	100%	100%	C16302255	960 Lakeville Drainage Improvements	Design and Construction	22	22	71, 193
Transit	100%	100%	C65202110	Transit Admin Building Roof Overlay	Planning			74
	100%	100%	C65502211	Bus Stop Improvements	Design and Construction	22	22	24
	100%	100%	C65502212	Transit Facility Gate Automation	Design and Construction			42, 74
	100%	100%	C65502214	Transit Facility Electrification	Design and Construction	22	22	42, 52

## FY 2023-24 Capital Improvement Plan Funded Status and Community Priorities

Project Category	% Funded FY 23-24	% Funded in the 5-year Capital Improvement Plan	Project Number	Project Description	FY 23-24 Project Phase	Shovel Ready	Climate First	Goal and Priority Item # (FY 21 - 23)
Water	100%	100%	C67501611	Well Construction	Design and Construction			55
	100%	100%	C67502225	Water Main Replacement- Payran and Madison	Construction			55
	100%	100%	C67502326	Water Main Replacement Howard Street and Various Locations	Design			55
	100%	100%	New	Water Main Replacement- D Street	Planning			55
	N/A	100%	New	Water Main Replacement- Washington at Highway 101	Future			55
	N/A	100%	C67502012	Water Main Replacement- Bodega and Webster	Future			55
	N/A	100%	Projected	Water Main Replacement Program	Study			55
	100%	100%	New	Water Service Replacement St Francis and Various Locations	Design			55
	N/A	100%	New	Water Services Replacement- Daniel Drive	Future			55
	N/A	100%	Projected	Projected Water Service Replacement Program	Study			55
	100%	100%	C67502328	Hardin Tank Recoating	Design and Construction			55
	100%	100%	C67402122	La Cresta Tank Project	Design			55
	100%	100%	New	Oak Hill Tank Replacement	Planning			55
	N/A	100%	New	Water Booster Pump Station Upgrades	Future			55
	100%	100%	C67502224	SCADA Upgrades	Design			55
	N/A	100%	New	Pressure Reducing Valve Resiliency Program	Future			55
	100%	100%	E67502243	Aquifer Storage & Recovery (ASR) Plan	Planning			55
	100%	100%	E67502242	Advanced Metering Infrastructure (AMI)	Construction			42
	100%	100%	New	Bulk Potable/Recycled Water Fill Stations and Security Improvements	Construction			42
Wastewater	100%	100%	C66501003	Manhole Rehabilitation	Design and Construction			166
	100%	100%	C66501518	CNG Fueling Station at Ellis Creek	Construction			51
	100%	100%	C66501840	Chemical System Upgrade at Ellis Creek	Design and Construction			74, 166
	100%	100%	C66401728	Ellis Creek High Strength Waste Facilities	Construction			51
	100%	100%	C66402245	Sewer Main Replacement- Payran and Madison	Construction			166
	100%	100%	C66402348	Sewer Main Replacement - Howard St and Various Locations	Design			166
	100%	100%	New	Sewer Main Replacement- D Street	Planning			166
	N/A	100%	Projected	Sewer Main Replacement Program	Study			166
	N/A	100%	C66501923	Oakmead, Redwood, And Outlet Mall Lift Station Upgrades	Future			166
	100%	100%	C66502032	PIPS Foremain Replacement	Design and Construction			166
	100%	100%	C66501930	Replace PIPS High Capacity Pumps	Study			166
	100%	100%	C66502042	C Street Pump Station and Collection Area Upgrades	Study			166
	100%	100%	C66402246	Sewer Foremain Replacement Program	Study			166
	100%	100%	C66501838	Ellis Creek Outfall Replacement	Construction			74, 166
	100%	100%	C66402144	Corp Yard Master Plan	Planning			21
	100%	100%	C66402349	Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab	Design			74, 166
	100%	100%	New	Ellis Creek Water Recycling Facility Energy Plan	Study			74, 202





## FY 2023-24 Capital Improvement Plan Budget

## USES AND SOURCES

(dollars in \$000)

	Airport CIP	Facilities CIP	Parks CIP	Public Works	Surface Water	Transit CIP	Water CIP	Recycled Water	Waste Water CIP	Advanced Planning	Budget FY 23-24
USES (dollars in \$000)/FUND	6190	3110	3140	3160	3160	6590	6790	6690	6690	3110	TOTAL
Design/ Planning/ Environmental/ Land	189	2,358	565	3,118	475	5	850	598	2,862		11,020
Administration / Legal	14	16	30	34	17	7	38	29	121	290	596
Construction Contracts	250	5,589	7,957	12,364	3,250	1,337	12,035	9,018	10,500		62,300
Construction Management	20	174	326	747	532	80	990	1,095	903		4,867
Contingency	33	426	1,375	1,736	565	283	1,615	1,958	1,480		9,471
CIP Overheads	17	98	164	94	83	35	285	253	189		1,218
<b>TOTAL USES</b>	<b>\$ 523</b>	<b>\$ 8,661</b>	<b>\$ 10,417</b>	<b>\$ 18,093</b>	<b>\$ 4,922</b>	<b>\$ 1,747</b>	<b>\$ 15,813</b>	<b>\$ 12,951</b>	<b>\$ 16,055</b>	<b>\$ 290</b>	<b>\$ 89,472</b>
Other Agency Contribution		1,494									1,494
<b>GRAND TOTAL USES</b>	<b>\$ 523</b>	<b>\$ 10,155</b>	<b>\$ 10,417</b>	<b>\$ 18,093</b>	<b>\$ 4,922</b>	<b>\$ 1,747</b>	<b>\$ 15,813</b>	<b>\$ 12,951</b>	<b>\$ 16,055</b>	<b>\$ 290</b>	<b>\$ 90,966</b>
<b>SOURCES (dollars in \$000)</b>											
Airport Capital	403										403
Bond Measure U Sales Tax				10,400							10,400
Bonds Savings from Refinancing			27								27
City Facilities Impact Fee		1,719									1,719
Community Development Block Grant (CDBG)		740									740
Developer Contributions/Donations		500									500
Federal Aviation Administration (FAA) Grant	120										120
Federal Transit Administration (FTA) Grant						182					182
General Fund Reserves- Turf Replacement			398								398
General Fund -Measure U		568	1,350	775							2,693
Measure M Parks			666								666
PG&E						420					420
Park Land Development Impact Fees			660								660
Grants		1,110	429	225	1,259		7,498	2,994			13,515
Storm Drainage Impact Fees					2,400						2,400
Street Maintenance / Highway Users Tax				4,953							4,953
TDA Transit Capital						304					304
Traffic Mitigation Impact Fees			427	1,174		18					1,619
Transient Occupancy Tax			525	250							775
Transit and Intercity Rail Program						823					823
Waste Water Capital		50					1,604	9,612	16,200		27,466
Water Capital		51		136			6,710	345	239		7,481
Undetermined			5,691	1,709	50						7,450
<b>TOTAL SOURCES</b>	<b>\$ 523</b>	<b>\$ 4,738</b>	<b>\$ 10,173</b>	<b>\$ 19,622</b>	<b>\$ 3,709</b>	<b>\$ 1,747</b>	<b>\$ 15,812</b>	<b>\$ 12,951</b>	<b>\$ 16,439</b>	<b>\$ -</b>	<b>\$ 85,714</b>
Prior-year funds & timing of reimbursements	-	3,923	244	(1,529)	1,213	-	1	-	(384)	290	3,758
Other Agency Contribution/Grant		1,494									1,494
<b>GRAND TOTAL SOURCES</b>	<b>\$ 523</b>	<b>\$ 10,155</b>	<b>\$ 10,417</b>	<b>\$ 18,093</b>	<b>\$ 4,922</b>	<b>\$ 1,747</b>	<b>\$ 15,813</b>	<b>\$ 12,951</b>	<b>\$ 16,055</b>	<b>\$ 290</b>	<b>\$ 90,966</b>

## FY 2023-24 Capital Improvement Plan Budget by Project

			\$000
Airport CIP	C61502009	Taxiway A Rehabilitation	\$ 110
	C61502117	Safety Zone Improvements by Drainage Channel	250
	C61502218	Airport Emergency Power Backup	3
	C61502319	South Taxilane B Rehabilitation	24
	New	Airport Fuel Facility Improvements	136
			\$ 523
Facilities CIP	C16201304	Community Center Repairs	\$ 246
	C11201501	Petaluma Museum Seismic Retrofit	28
	E11202345	Seismic Analysis City Facilities Assessment	500
	C11502015	Electric Vehicle Chargers	301
	E11502346	City Facilities Emergency Power Backup Feasibility Study	240
	C11202018	Emergency Power Backup City Hall and Police Headquarters	240
	C11202017	City Hall West Wing Space Remodel & Permit Center	449
	C11202226	City Hall East Wing Remodel	249
	C11202120	Public Works Office Upgrades	302
	E11202132	City-Wide Facilities Audit & Energy Program	80
	C11202223	HVAC & Energy Efficiency Upgrades	1,877
	C11202121		
	C11502224	Library Facility Enhancement and Expansion	2,799
	New	Fire Station No. 4 / Public Safety Building	750
	C11501911	Fire Reserve Apparatus Storage & Security Gate Installation	247
	C11202225	Police Dept Facility Remodel	353
			\$ 8,661
Parks CIP	C00400205	Playground Replacements	\$ 100
	C14501607	Petaluma Community Baseball Field	913
	C14402215	Skate Park Design and Site Analysis	1,528
	C14502008	Lucchesi Turf Field Replacement	151
	C14402010	Marina, Turning Basin Dredging & Dock Upgrades	5,259
	E14402237	Petaluma River Dredging Program	25
	C14502012	Shollenberger Amphitheater & Kiosk Improvements	249
	C14502114	Lynch Creek Trail/ Crosstown Connector	577
	C14502317	Kenilworth Park Revitalization Project	1,112
	C14202319	Prince Park Concession and Restroom Facility Remodel/Repair	50
	C14502320	Swim Center Pool Renovation & Repair	453
			\$ 10,417
Public Works CIP	C16101519	Rivertrail - 101/Crossing, Crosstown Connector	\$ 150
	C16501602	Downtown Pedestrian ADA Improvements	127
	C16102248	Pavement Restoration & Reconstruction- Citywide	6,719
	C16102147	North McDowell Boulevard Complete Streets	5,235
	C16401925	Citywide Bridge Repair	25
	C16102032	Pedestrian Improvements Citywide	440
	C16102250	Traffic Signal Improvements- Citywide	153
	E16502022	Trestle Rehabilitation	1,265
	C16401824	Caulfield Bridge Crosstown Connector	341

## FY 2023-24 Capital Improvement Plan Budget by Project

Public Works CIP (continue)	C16402141	1st and F St Bridge Replacement	422
	C16501412	LED Streetlight and Facility Lighting Retrofit	595
	New	Street Light Repairs and Upgrades- Citywide	290
	C16102146	Traffic Calming & Neighborhood Greenways	200
	C16102251	D Street Improvements	500
	C16402252	Pedestrian Bridge Renovations	248
	E16502134	Active Transportation Plan & Wayfinding	10
	New	Caulfield Lane Active Transportation	225
	E16102347	Corona Road and McKenzie AT Crossing	250
	New	Bicycle/Pedestrian Wayfinding & Bicycle Parking	120
	E16082012	Payran UST	50
	New	Downtown Beautification	265
	New	Downtown Public Restroom	463
			\$ 18,093
Recycled Water CIP	C66401416	Tertiary Filtration System Expansion	\$ 8,494
	C66401302	Agricultural Recycled Water System - Turnout And Meter Replacements	62
	C66501936	Agricultural Recycled Water System Expansion – Adobe Road/Lakeville	3,770
	C66501834	Urban Recycled Water System Expansion - Maria Extension/Loop	455
	New	Urban Recycled Water System Expansion – Park Irrigation Conversions	170
			\$ 12,951
Surface Water CIP	C16301518	Old Corona Road Water Quality Mitigation	\$ 2,489
	C16501931	Storm Drain Trash Capture Device Pilot	676
	c16502254	Wilson Stormwater Pump Station & Outfall Upgrades	966
	New	Corona Creek Flood Reduction and Habitat Enhancement	50
	C16302255	960 Lakeville Drainage Improvements	741
			\$ 4,922
Transit CIP	C65202110	Transit Admin Building Roof Overlay	\$ 111
	C65502211	Bus Stop Improvements	80
	C65502212	Transit Facility Gate Automation	207
	C65502214	Transit Facility Electrification	1,349
			\$ 1,747
Waste Water CIP	C66501003	Manhole Rehabilitation	\$ 350
	C66501518	CNG Fueling Station at Ellis Creek	305
	C66501840	Chemical System Upgrade at Ellis Creek	3,088
	C66401728	Ellis Creek High Strength Waste Facilities	220
	C66402245	Sewer Main Replacement- Payran and Madison	3,000
	C66402348	Sewer Main Replacement - Pavement Projects and Various Locations	1,580
	New	Sewer Main Replacement- D Street	628
	C66502032	PIPS Forcemain Replacement	3,478
	C66501930	Replace PIPS High Capacity Pumps	370
	C66502042	C Street Pump Station and Collection System Upgrades	115
	C66402246	Sewer Forcemain Replacement Program	112
	C66501838	Ellis Creek Outfall Replacement	1,790
	C66402144	Corp Yard Master Plan	260
	C66402349	Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab	329
	New	Ellis Creek Water Recycling Facility Energy Plan	430
			\$ 16,055

## FY 2023-24 Capital Improvement Plan Budget by Project

Water CIP	C67501611	Well Construction	\$	860
	C67502225	Water Main Replacement- Payran and Madison		1,536
	New	Water Main Replacement Howard Street and Various Locations		833
	New	Water Main Replacement- D Street		110
	New	Water Services Replacement St Francis and Various Locations		300
	C67502328	Hardin Tank Recoating		987
	C67402122	La Cresta Tank Project		160
	New	Oak Hill Tank Replacement		80
	C67502224	SCADA Upgrades		90
	E67502243	Aquifer Storage & Recovery (ASR) Plan		135
	E67502242	Advanced Metering Infrastructure (AMI)		10,585
	New	Bulk Potable/Recycled Water Fill Stations and Security Improvements		137
				<hr/>
				\$ 15,813
Advanced Planning	e11502028	General Plan & Housing Element Comprehensive Update	\$	290
<b>TOTAL CIP BUDGET</b>			<b>\$</b>	<b>89,472</b>

# Projected Capital Improvement Plan Project Budgets through FY 2027-28

## USES AND SOURCES

(dollars in \$000)

	Airport CIP	Facilities CIP	Parks CIP	Public Works	Surface Water	Transit CIP	Water CIP	Recycled Water	Waste Water CIP	Advanced Planning	Budget thru FY 26-27 TOTAL
<b>USES (dollars in \$000)/FUND</b>	<b>6190</b>	<b>3110</b>	<b>3140</b>	<b>3160</b>	<b>3160</b>	<b>6590</b>	<b>6790</b>	<b>6690</b>	<b>6690</b>	<b>3110</b>	
Design/ Planning/ Environmental/ Land	455	4,288	2,679	16,233	1,112	97	3,963	2,599	9,933		41,359
Administration / Legal	58	84	53	365	37	15	209	68	273	2,560	3,722
Construction Contracts	3,057	40,425	27,888	99,368	4,050	1,751	36,435	21,743	58,192		292,909
Construction Management	314	1,641	1,037	3,504	615	97	3,337	2,237	4,396		17,178
Contingency	74	5,833	4,009	15,453	660	321	4,676	4,204	6,540		41,770
CIP Overheads	94	768	517	478	120	49	672	572	944		4,214
<b>TOTAL USES</b>	<b>\$ 4,052</b>	<b>\$ 53,039</b>	<b>\$ 36,183</b>	<b>\$ 135,401</b>	<b>\$ 6,594</b>	<b>\$ 2,330</b>	<b>\$ 49,292</b>	<b>\$ 31,423</b>	<b>\$ 80,278</b>	<b>\$ 2,560</b>	<b>\$ 401,152</b>
Other Agency Contribution		1,494									1,494
<b>GRAND TOTAL USES</b>	<b>\$ 4,052</b>	<b>\$ 54,533</b>	<b>\$ 36,183</b>	<b>\$ 135,401</b>	<b>\$ 6,594</b>	<b>\$ 2,330</b>	<b>\$ 49,292</b>	<b>\$ 31,423</b>	<b>\$ 80,278</b>	<b>\$ 2,560</b>	<b>\$ 402,646</b>
<b>SOURCES (dollars in \$000)</b>											
Airport Capital	838										838
American Rescue Plan Act (ARPA)		2,933	313							178	3,424
Bond Measure U Sales Tax		15,000		25,000							40,000
Bonds Savings from Refinancing			265								265
California Energy Commission Grant									3,000		3,000
Caltrans Co-op Agreement					2,638						2,638
Certified Access Specialist CASP				95							95
City Facilities Impact Fee		13,850									13,850
Community Development Block Grant (CDBG)		740									740
Developer Contributions/Donations		522	591	1,426					373		2,912
Federal Aviation Administration (FAA) Grant	3,193										3,193
Federal Transit Administration (FTA) Grant						182					182
General Fund		267	1,625	173							2,065
General Fund Reserves- Turf Replacement			1,296								1,296
General Fund Reserves- General Plan										2,382	2,382
General Fund -Measure U		2,870	2,204	775							5,849
Interfund Loan				1,490							1,490
Measure M Parks			1,987	38							2,025
Park Land Development Impact Fees			6,829								6,829
Grants		1,290	983	4,116			7,810	9,802			24,001
PG&E Rebates/ On-Bill Financing / Credits		3		203		420					626
State Grant	21										21
Storm Drainage Impact Fees			50		3,305						3,355
Street Maintenance / Highway Users Tax		59		16,633							16,692
TDA Transit Capital						684					684
Traffic Mitigation Impact Fees			770	36,795		104					37,669
Transient Occupancy Tax		834	2,423	1,580							4,837
Transit and Intercity Rail Capital Program						940					940
Waste Water Capital		324		20			3,061	16,254	76,626		96,285
Water Capital		247		820			38,421	5,367	279		45,134
Undetermined		14,100	16,847	46,237	651						77,835
<b>TOTAL SOURCES</b>	<b>\$ 4,052</b>	<b>\$ 53,039</b>	<b>\$ 36,183</b>	<b>\$ 135,401</b>	<b>\$ 6,594</b>	<b>\$ 2,330</b>	<b>\$ 49,292</b>	<b>\$ 31,423</b>	<b>\$ 80,278</b>	<b>\$ 2,560</b>	<b>\$ 401,152</b>
Prior-year funds & timing of reimbursements	-	-	-	-	-	-	-	-	-	-	-
Other Agency Contribution/Grant		1,494									1,494
<b>GRAND TOTAL SOURCES</b>	<b>\$ 4,052</b>	<b>\$ 54,533</b>	<b>\$ 36,183</b>	<b>\$ 135,401</b>	<b>\$ 6,594</b>	<b>\$ 2,330</b>	<b>\$ 49,292</b>	<b>\$ 31,423</b>	<b>\$ 80,278</b>	<b>\$ 2,560</b>	<b>\$ 402,646</b>



## AIRPORT PROJECTS FY 2023-2024

**AIRPORT CAPITAL IMPROVEMENT PROGRAM BUDGET FY 23-24****PROJECT SUMMARY**

Fund 6190.61999

PROJECTS (dollars in \$000)		Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
						FY 24-25	FY 25-26	FY 26-27	FY 27-28	
C61502009	Taxiway A Rehabilitation	-	-	-	110	39	1,153	-	-	1,302
C61502117	Safety Zone Improvements by Drainage Channel	-	30	30	250	-	-	-	-	280
C61502218	Airport Emergency Power Backup	-	-	-	3	125	122	-	-	250
C61502319	South Taxiway B Rehabilitation	-	-	-	24	116	936	-	-	1,076
New	Airport Fuel Facility Improvements	-	-	-	136	-	-	-	-	136
New	Runway 11-29 Seal Coat	-	-	-	-	-	-	50	417	467
New	North Hangar Ramp Seal Coat	-	-	-	-	-	-	125	416	541
<b>TOTAL</b>		\$ -	\$ 30	\$ 30	\$ 523	\$ 280	\$ 2,211	\$ 175	\$ 833	\$ 4,052

**SOURCES (dollars in \$000)**

Airport Capital	-	30	30	403	141	194	5	65	838
State AIP Grant	-	-	-	-	-	-	2	19	21
FAA Grant	-	-	-	120	130	2,026	168	749	3,193
<b>TOTAL</b>	\$ -	\$ 30	\$ 30	\$ 523	\$ 271	\$ 2,220	\$ 175	\$ 833	\$ 4,052

## Taxiway A Rehabilitation

C61502009

## Description and Justification

In 2017, the City's Airport Pavement Management System Report rated the condition of Inner Taxiway A as a medium to high severity. Due to declining pavement conditions, cracks are forming, and pavement repairs are necessary in 2-3 years. This project involves rehabilitation of Inner Taxiway A, which involves dig-outs, edge repairs, crack seals, and an asphalt overlay. Onsite pavement materials will be recycled. The design is scheduled for completion in FY 23/24, with construction slated for FY 25/26. The project is funded primarily by grants from the Federal Aviation Administration (FAA) and the Caltrans Division of Aeronautics, with a match by airport operating funds.



Project Manager: Mehran Ebrahimi  
Department Rep: Dan Cohen

☐ Climate First    ☐ Shovel Ready

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2023/24- Fall 2023

Estimated Completion: FY 2025/26 – Spring 2026

## Project Costs and Funding Sources

(Dollars in \$000's)

C61502009

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land			-	100	29				129
Administration / Legal			-	5	5	7			17
Construction Contracts			-			1,028			1,028
Construction Mgmt			-			90			90
Contingency			-			16			16
CIP Overheads			-	5	5	12			22
<b>TOTAL USES</b>	-	-	-	110	39	1,153	-	-	1,302
<b>SOURCES (dollars in \$000)</b>									
Airport Capital			-	10	9	53			72
FAA Grant			-	100	30	1,100			1,230
<b>TOTAL FUNDS</b>	-	-	-	110	39	1,153	-	-	1,302



## Safety Zone Improvements by Drainage Channel

C61502117

## Description and Justification

The airport's sideline safety zone has a deteriorating drainage channel that crosses the runway and that is out of compliance with Federal Aviation Administration (FAA) safety regulations. This project will address significant erosion issues and provide slope repairs to bring the area into compliance. In addition, the project will address outstanding drainage issues present during wet weather events.



Project Manager: Mehran Ebrahimi  
Department Rep: Dan Cohen

☐ Climate First   ☐ Shovel Ready

Start Date: FY 2022/23- Spring/Summer 2023

Completion Date: FY 2023/24 – Spring/Summer 2024

## Project Costs and Funding Sources

(Dollars in \$000's)

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

C61502117

C61502117

				Projected Budgets					Total Project Estimate
Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28		
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land	30	30	55					85	
Administration / Legal		-	2					2	
Construction Contracts		-	150					150	
Construction Mgmt		-	15					15	
Contingency		-	23					23	
CIP Overheads		-	5					5	
<b>TOTAL USES</b>	-	30	250	-	-	-	-	280	
<b>SOURCES (dollars in \$000)</b>									
Airport Capital	30	30	250					280	
<b>TOTAL FUNDS</b>	-	30	250	-	-	-	-	280	

# Airport Emergency Power Backup

C61502218

## Description and Justification

The Petaluma Municipal Airport is the primary staging area for incoming supplies during a local emergency. Therefore, a reliable source of emergency power is critical to supporting the City's emergency preparedness efforts. This project will provide power to runway lighting, navigation facilities, and support operations during power outages. The City will explore environmentally friendly power backup technology in tandem with power source reliability and capacity needs. This project will coordinate with the City Facilities Emergency Power Backup Feasibility Study (CIP # E11502346).



Project Manager: Mehran Ebrahimi  
Department Rep: Dan Cohen

☒ Climate First   ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2023/24 – Summer 2023  
 Estimated Completion: FY 2025/26 – Spring 2026

## Project Costs and Funding Sources

(Dollars in \$000's)

C61502218

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land			-	3	12	10			25
Administration / Legal			-						-
Construction Contracts			-		100	100			200
Construction Mgmt			-		5	5			10
Contingency			-		8	7			15
CIP Overheads			-						-
<b>TOTAL USES</b>	-	-	-	3	125	122	-	-	250
<b>SOURCES (dollars in \$000)</b>									
Airport Capital			-	3	125	122			250
<b>TOTAL FUNDS</b>	-	-	-	3	125	122	-	-	250

## South Taxilane B Rehabilitation

C61502319

### Description and Justification

Initially 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 is tentatively scheduled in conjunction with the Taxiway A Reconstruction project (CIP # C61502009). Existing asphalt materials will be recycled on-site.



Project Manager: Mehran Ebrahimi  
Department Rep: Dan Cohen

☐ Climate First    ☐ Shovel Ready

**Start Date:** FY 2023/24- Fall 2023

**Estimated Completion:** FY 2025/26 – Spring 2026

### Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C61502319

C61502319

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate	
			-	16	90				106	
			-	5	6	6			17	
			-			796			796	
			-			114			114	
			-						-	
			-	3	20	20			43	
	TOTAL USES	-	-	-	24	116	936	-	-	1,076
SOURCES (dollars in \$000)			-	4	7	19			30	
			-	20	100	926			1,046	
	TOTAL FUNDS	-	-	-	24	107	945	-	-	1,076

## Airport Fuel Facility Improvements

New

### Description and Justification

Constructed in 2007, the Airport Fuel Facility requires upgrades to ensure that current equipment continues to provide airport tenants with reliable and safe service. This work will include resealing and protecting the existing tanks; upgrading a supply line; and replacing a turbine pump, float, and overflow protection valve.

Staff is researching Sustainable Aviation Fuels (SAF). Once certified for use by the Federal Aviation Administration (FAA) and a local source can be procured, SAFs will replace the currently offered fuels. These improvements will be SAF-compatible.



Project Manager: Mehran Ebrahimi  
Department Rep: Dan Cohen

☐ Climate First    ☐ Shovel Ready

**Start Date:** FY 2023/24- Summer 2023

**Estimated Completion:** FY 2023/24 – Spring 2024

### Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

Airport Fuel Facility Improvements

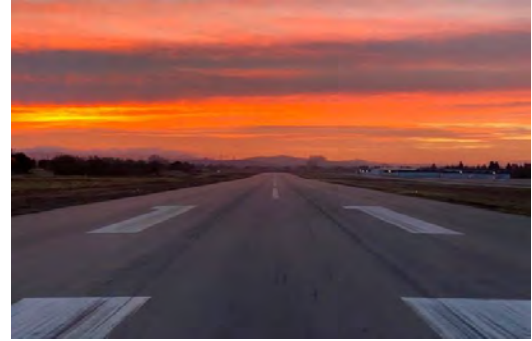
Airport Fuel Facility Improvements					Projected Budgets				
	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total Project Estimate
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land			-	15					15
Administration / Legal			-	2					2
Construction Contracts			-	100					100
Construction Mgmt			-	5					5
Contingency			-	10					10
CIP Overheads			-	4					4
<b>TOTAL USES</b>	-	-	-	136	-	-	-	-	136
<b>SOURCES (dollars in \$000)</b>									
Airport Capital			-	136					136
<b>TOTAL FUNDS</b>	-	-	-	136	-	-	-	-	136

## Runway 11-29 Seal Coat

New

## Description and Justification

The airport runway requires resealing approximately every 10 years as part of its regular maintenance. This project includes resealing the runway surface and repainting runway markings. The project is funded in large part by grants from the Federal Aviation Administration (FAA) and Caltrans Division of Aeronautics, in conjunction with matching funds provided by airport operating funds.



Project Manager: Mehran Ebrahimi  
Department Rep: Dan Cohen

☐ Climate First   ☐ Shovel Ready

Start Date: FY 2026/27 – Fall 2026

Completion Date: FY 2027/28 – Spring 2028

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

Runway 11-29 Seal Coat

## USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

**TOTAL USES**

Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
				FY 24-25	FY 25-26	FY 26-27	FY 27-28	
		-				45		45
		-					397	-
		-				5	10	397
		-					10	15
		-						10
		-						-
	-	-	-	-	-	50	417	467

## SOURCES (dollars in \$000)

Airport Capital  
State AIP Grant  
FAA Grant

**TOTAL FUNDS**

		-				3	23	26
		-				2	19	21
		-				45	375	420
	-	-	-	-	-	50	417	467

## North Hangar Ramp Seal Coat

New

## Description and Justification

This project will sealcoat 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). The project is funded in large part by grants from the Federal Aviation Administration (FAA) and Caltrans Division of Aeronautics, in conjunction with matching funds provided by airport operating funds.



Project Manager: Mehran Ebrahimi  
Department Rep: Dan Cohen

☐ Climate First   ☐ Shovel Ready

Start Date: FY 2026/27 – Fall 2026

Completion Date: FY 2027/28 – Spring 2028

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

North Hangar Ramp Seal Coat

North Hangar Ramp Seal Coat					Projected Budgets				
	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total Project Estimate
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land			-				50		50
Administration / Legal			-				10	10	20
Construction Contracts			-				50	336	386
Construction Mgmt			-				5	60	65
Contingency			-						-
CIP Overheads			-				10	10	20
<b>TOTAL USES</b>	-	-	-	-	-	-	125	416	541
<b>SOURCES (dollars in \$000)</b>									
Airport Capital			-				2	42	44
FAA Grant			-				123	374	497
<b>TOTAL FUNDS</b>	-	-	-	-	-	-	125	416	541



# FACILITIES PROJECTS

## FY 2023-2024

**FACILITIES CAPITAL IMPROVEMENT PROGRAM BUDGET FY 23-24**
**PROJECT SUMMARY**

Fund 3110.31100

PROJECTS (dollars in \$000)		Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
						FY 24-25	FY 25-26	FY 26-27	FY 27-28	
C16201304	Community Center Repairs	213	114	327	246	262	247	-	-	1,082
C11201501	Petaluma Museum Seismic Retrofit	1	26	27	28	3,592	-	-	-	3,647
E11202345	Seismic Analysis City Facilities Assessment	-	-	-	500	-	-	-	-	500
C11502015	Electric Vehicle Chargers	8	386	394	301	181	181	181	142	1,380
E11502346	City Facilities Emergency Power Backup Feasibility Study	-	-	-	240	-	-	-	-	240
C11202018	Emergency Power Backup City Hall and Police Headquarters	4	50	54	240	235	-	-	-	529
C11202017	City Hall West Wing Space Remodel & Permit Center	216	155	371	449	-	-	-	-	820
C11202226	City Hall East Wing Remodel	61	330	391	249	-	-	-	-	640
C11202120	Public Works Office Upgrades	94	40	134	302	-	-	-	-	436
E11202132	City-Wide Facilities Audit & Energy Program	1	199	200	80	-	-	-	-	280
C11202223	HVAC & Energy Efficiency Upgrades	272	35	307	1,877	214	-	-	-	2,398
C11502224	Library Facility Enhancement and Expansion	71	17	88	2,799	-	-	-	-	2,887
C11202121	New									
Other	Other Agency Library Facility Enhancement	-	-	-	1,494	-	-	-	-	1,494
New	Fire Station No. 4 / Public Safety Building	-	-	-	750	750	8,900	16,525	-	26,925
C11202328	Fire Stations 1, 2 & 3 Remodel	-	101	101	-	-	236	2,833	2,830	6,000
C11501911	Fire Reserve Apparatus Storage & Security Gate Installation	18	10	28	247	-	-	-	-	275
C11202225	Police Dept Facility Remodel	-	20	20	353	2,339	2,288	-	-	5,000
<b>TOTAL</b>		\$ 959	\$ 1,483	\$ 2,442	\$ 10,155	\$ 7,573	\$ 11,852	\$ 19,539	\$ 2,972	\$ 54,533

**SOURCES (dollars in \$000)**

City Facilities Impact Fees	463	118	581	1,719	3,446	2,541	5,546	17	13,850
General Fund	267	-	267	-	-	-	-	-	267
General Fund- Measure U	1,017	700	1,717	568	190	135	135	125	2,870
Infrastructure Bond- Measure U	-	-	-	-	-	8,900	6,100	-	15,000
Transient Occupancy Tax	583	51	634	-	200	-	-	-	834
American Rescue Plan Act (ARPA)	2,741	192	2,933	-	-	-	-	-	2,933
Grants	-	180	180	1,110	-	-	-	-	1,290
Community Development Block Grant	-	-	-	740	-	-	-	-	740
Water Capital	100	96	196	51	-	-	-	-	247
Waste Water Capital	215	59	274	50	-	-	-	-	324
PG&E- Rebates	3	-	3	-	-	-	-	-	3
Developer Contributions/ Donations	22	-	22	500	-	-	-	-	522
Street Maintenance	-	59	59	-	-	-	-	-	59
Undetermined	-	-	-	-	3,541	-	7,729	2,830	14,100
Other Agency Contribution/ Grant	-	-	-	1,494	-	-	-	-	1,494
<b>TOTAL</b>	\$ 5,411	\$ 1,455	\$ 6,866	\$ 6,232	\$ 7,377	\$ 11,576	\$ 19,510	\$ 2,972	\$ 54,533

## Community Center Repairs

C16201304

## Description and Justification

The Community Center Repairs project restores the exterior of the building, prevents water intrusion, and protects the interior, which has undergone damage from leaks through the roof and windows. Work addressing the water intrusion and damage will include repairs to gutters, flat roofing, windows, walls, floors, and ceilings. Additionally, repair or replacement of interior doors, aging heating, ventilation equipment, and lighting will occur. Repairs are necessary to maintain the well-used community center. The project began in FY 18/19 and replaced over 4,500 square feet of vinyl flooring. In FY 22/23, the large roof and gutters were replaced. FY 23/24 and beyond will involve additional improvements such as replacement of select windows, heating, ventilation, air conditioning (HVAC), carpet replacement, and lighting retrofits. The General Fund Measure U and Transient Occupancy Tax will primarily fund this project. On-bill or other financings may fund the energy efficiency upgrades, including fuel switching from gas to electric. The project may combine with the City-Wide Facilities Audit & Energy Program (CIP e11202132).



Project Manager: Diane Ramirez  
Department Rep: Drew Halter

☒ Climate First   ☐ Shovel Ready

**Start Date:** FY2016/17 - Summer 2016  
**Estimated Completion:** FY2025/26 - Summer 2026

**Operating Impact:**

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C16201304

**USES (dollars in \$000)**

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	97	5	102	100	25	10			237
Administration / Legal			-	2	2	2			6
Construction Contracts	110	100	210	120	200	200			730
Construction Mgmt	2	5	7	8	10	10			35
Contingency			-	12	20	20			52
CIP Overheads	4	4	8	4	5	5			22
<b>TOTAL USES</b>	<b>213</b>	<b>114</b>	<b>327</b>	<b>246</b>	<b>262</b>	<b>247</b>	<b>-</b>	<b>-</b>	<b>1,082</b>

**SOURCES (dollars in \$000)**

General Fund- Measure U  
Transient Occupancy Tax  
PG&E- Rebates

General Fund- Measure U	363		363						363
Transient Occupancy Tax	516		516	-	200				716
PG&E- Rebates	3		3						3
<b>TOTAL FUNDS</b>	<b>882</b>	<b>-</b>	<b>882</b>	<b>-</b>	<b>200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,082</b>



## Petaluma Museum Seismic Retrofit

C11201501

## Description and Justification

The Petaluma Museum is held in an historic, 1906 Carnegie Library building. It needs repairs and upgrades to help it withstand an earthquake. Once preliminary design is complete, we can estimate an accurate project cost and seek funds to complete the needed work in future years. Funding for future construction has not yet been identified and staff has been actively seeking grant opportunities.



Project Manager: Diane Ramirez  
Department Rep: Gina Benedetti-Petnic

☐ Climate First    ☒ Shovel Ready

**Start Date:** FY 2014/15 – Spring 2015  
**Estimated Completion:** TBD pending funding

**Operating Impact:**

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C11201501

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land	-	25	25	28	104				157
Administration / Legal			-						-
Construction Contracts			-		3,000				3,000
Construction Mgmt			-		100				100
Contingency			-		300				300
CIP Overheads	1	1	2		88				90
<b>TOTAL USES</b>	<b>1</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>3,592</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,647</b>
<b>SOURCES (dollars in \$000)</b>									
Transient Occupancy Tax	55	51	106						106
Undetermined <sup>A</sup>			-		3,541				3,541
<b>TOTAL FUNDS</b>	<b>55</b>	<b>51</b>	<b>106</b>	<b>-</b>	<b>3,541</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,647</b>

<sup>A</sup> 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

E11202345

## Description and Justification

Construction of seismic upgrades to our aging facilities that were built before the current California Building Code seismic design standards will significantly enhance public safety. This project will analyze City facilities for additional seismic and lateral building system strengthening needs. The final report will provide a basis for prioritizing City facility upgrades and will include probable cost estimates for future grant applications. Community Development Block Grant will fund this study.



Project Manager: Diane Ramirez  
Department Rep: Gina Benedetti-Petnic, Patrick Carter

☐ Climate First    ☒ Shovel Ready

Start Date: FY 2023/24

Estimated Completion: FY 2023/24

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

E11202345

**USES (dollars in \$000)**

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
				FY 24-25	FY 25-26	FY 26-27	FY 27-28	
		-	487					487
		-	3					3
		-	-					-
		-	-					-
		-	-					-
		-	10					10
<b>TOTAL USES</b>	-	-	500	-	-	-	-	500

**SOURCES (dollars in \$000)**

Community Development Block Grant (CDBG)

		-	500					500
<b>TOTAL FUNDS</b>	-	-	500	-	-	-	-	500

## Electric Vehicle Chargers

C11502015

## Description and Justification

This project will install vehicle chargers in public spaces throughout the community and aims to help meet the City's goal of reducing greenhouse gas emissions. The project also includes the EV Charging Infrastructure Master Plan, which incorporates conceptual and engineering design work for installing EV chargers at city-owned facilities. The Bay Area Air Quality Management District (BAAQMD) awarded a grant for the acquisition and installation of four electric vehicle chargers. The California Electric Vehicle Infrastructure Project (CalEVIP) has awarded funding for an additional six locations within the City. Electric vehicle charging station fees and the Green Building donation are also funding sources. Future funding will support additional planning, research, design, and documentation of electrical capacity for existing buildings.



Project Manager: Diane Ramirez  
Department Rep: Patrick Carter, Rhianna Frank

☒ Climate First   ☐ Shovel Ready

Start Date: FY 2019/20 - Summer 2019

Estimated Completion: Ongoing

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C11502015

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	7	10	17	300	10	10	10	10	357
Administration / Legal			-		6	6	6	6	24
Construction Contracts		311	311		133	133	133	94	804
Construction Mgmt		15	15		10	10	10	10	55
Contingency		30	30		20	20	20	20	110
CIP Overheads	1	20	21	1	2	2	2	2	30
<b>TOTAL USES</b>	<b>8</b>	<b>386</b>	<b>394</b>	<b>301</b>	<b>181</b>	<b>181</b>	<b>181</b>	<b>142</b>	<b>1,380</b>

## SOURCES (dollars in \$000)

City Facilities Impact Fee		17	17	17	17	17	17	17	102
General Fund	17		17						17
General Fund- Measure U	200	100	300	200	135	135	135	125	1,030
BayAreaAirQuality Mgy Distict Grant		15	15						15
Water Capital		76	76						76
Waste Water Capital		59	59						59
Developer Contributions/ Donations	22		22						22
Steet Maintenance		59	59						59
<b>TOTAL FUNDS</b>	<b>239</b>	<b>326</b>	<b>565</b>	<b>217</b>	<b>152</b>	<b>152</b>	<b>152</b>	<b>142</b>	<b>1,380</b>

## City Facilities Emergency Power Backup Feasibility Study E11502346

### Description and Justification

This project will analyze City facilities that play a vital role in the continuity of services during an emergency. This analysis will identify facility power needs and potential solutions for renewable energy technological applications. The Community Development Block Grant (CDBG) will fund this project.



Project Manager: Erica Jacobs  
Department Rep: Patrick Carter, Rhianna Frank

☒ Climate First    ☐ Shovel Ready

Start Date: FY 2023/24

Estimated Completion: FY 2023/24

### Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

E11502346

#### USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
			-	240					240
			-						-
			-						-
			-						-
			-						-
<b>TOTAL USES</b>	-	-	-	240	-	-	-	-	240

#### SOURCES (dollars in \$000)

Community Development Block Grant (CDBG)

		-	240						240
<b>TOTAL FUNDS</b>	-	-	-	240	-	-	-	-	240

## Emergency Power Backup at City Hall &amp; Police Headquarters

C11202018

## Description and Justification

The Petaluma Police Department currently serves as the City's Emergency Operations Center (EOC) and has a generator to ensure uninterrupted operations. The existing generator is past its useful service life and will need to be replaced. Additionally, City Hall does not have an emergency power backup system for general operations. A PG&E Public Safety Power Shutdown (PSPS) or other emergency power outage event will disrupt City services. 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 facility connections, including proper disposal of existing equipment.



Project Manager: Erica Jacobs  
Department Rep: Patrick Carter, Rhianna Frank

☒ Climate First    ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2019/20 - Winter 2019

Estimated Completion: FY 2024/25

## Project Costs and Funding Sources

(Dollars in \$000's)

C11202018

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land Administration / Legal	4	50	54	-	-	-	-	-	54
Construction Contracts	-	-	-	200	200	-	-	-	400
Construction Mgmt	-	-	-	15	10	-	-	-	25
Contingency	-	-	-	20	20	-	-	-	40
CIP Overheads	-	-	-	5	5	-	-	-	10
<b>TOTAL USES</b>	<b>4</b>	<b>50</b>	<b>54</b>	<b>240</b>	<b>235</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>529</b>

SOURCES (dollars in \$000)									
General Fund	250	-	250	100	55	-	-	-	250
General Fund- Measure U	124	-	124	100	55	-	-	-	279
<b>TOTAL FUNDS</b>	<b>374</b>	<b>-</b>	<b>374</b>	<b>100</b>	<b>55</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>529</b>



## City Hall West Wing Space Remodel &amp; Permit Center

C11202017

## Description and Justification

This project will create a "One Stop Permit Center" so that the community can meet with multiple departments in one location. This will increase staff efficiency, improve customer service, and will support the City's goals for improving community access. The remodel design and permitting took place in FY 21/22. The Senate Bill 2 Planning Grant will fund the construction which is planned for the spring and summer of 2023. Another area of work, now complete, included reprogramming the portion of the west wing containing the Building and Planning Department staff offices.



Project Manager: Diane Ramirez  
Department Rep: Peggy Flynn

☐ Climate First    ☒ Shovel Ready

Start Date: FY 2019/20 - Fall 2019  
Estimated Completion: FY 2023/24

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C11202017

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land Administration / Legal	142	5	147	60					207
Construction Contracts	67	138	205	359					564
Construction Mgmt	1	7	8	10					18
Contingency			-	15					15
CIP Overheads	6	3	9	5					14
<b>TOTAL USES</b>	<b>216</b>	<b>155</b>	<b>371</b>	<b>449</b>	-	-	-	-	<b>820</b>

## SOURCES (dollars in \$000)

City Facilities Impact Fee	238		238	257					495
American Rescue Plan Act (ARPA)	160		160						160
Grants- SB2		165	165						165
<b>TOTAL FUNDS</b>	<b>398</b>	<b>165</b>	<b>563</b>	<b>257</b>	-	-	-	-	<b>820</b>

## City Hall East Wing Remodel

C11202226

## Description and Justification

To better provide 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 the east wing of City Hall. The remodel will consolidate and expand the existing City Hall departments currently 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. Additional remodel and reconfiguration have been added to the scope of work for FY 2022/23 to accommodate staff consolidation in the Finance Department.



Project Manager: Diane Ramirez  
Department Rep: Peggy Flynn

☐ Climate First    ☒ Shovel Ready

Start Date: FY 2020/21

Estimated Completion: FY 2023/24

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C11202226

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land	48	10	58	50					108
Administration / Legal		2	2	-					2
Construction Contracts	11	300	311	174					485
Construction Mgmt		10	10	10					20
Contingency			-	10					10
CIP Overheads	2	8	10	5					15
<b>TOTAL USES</b>	61	330	391	249	-	-	-	-	640

## SOURCES (dollars in \$000)

American Rescue Plan Act (ARPA)	640		640						640
<b>TOTAL FUNDS</b>	640	-	640	-	-	-	-	-	640

## Public Works Office Upgrades

C11202120

## Description and Justification

Upgrades to the City's Public Works offices at the "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 office's perimeter wall. The interior remodeling and space reconfigurations are needed to accommodate significant increases in staffing for the CIP division. City operations will benefit through the expansion of the parking lot for more staff and increased storage. Additional interior improvements will satisfy new operational requirements included in the America's Water Infrastructure Act (AWIA) of 2018.



Project Manager: Diane Ramirez  
Department Rep: Christopher Bolt

☐ Climate First    ☒ Shovel Ready

Start Date: FY 2020/21 – Summer 2020  
Estimated Completion: FY 2023/24

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C11202120

C11202120

					Projected Budgets				
	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total Project Estimate
USES (dollars in \$000)									
Design/ Planning/ Environmental/ Land	28	40	68	10					78
Administration / Legal			-	2					2
Construction Contracts	61		61	250					311
Construction Mgmt	2		2	10					12
Contingency			-	25					25
CIP Overheads	3		3	5					8
TOTAL USES	94	40	134	302	-	-	-	-	436
SOURCES (dollars in \$000)									
Water Capital	100	20	120	51					171
Waste Water Capital	215		215	50					265
TOTAL FUNDS	315	20	335	101	-	-	-	-	436



## City-Wide Facilities Audit &amp; Energy Program

E11202132

## Description and Justification

In 2020, we completed a high-level Facilities Condition Assessment of 46 city-owned buildings. The assessment identified over \$30 million in deferred maintenance costs and another \$22 million in maintenance costs that will be needed in the next 20 years. This project will update that assessment to identify and prioritize projects that can reduce energy use and support public safety with a focus on low-cost, high-impact projects. This investment-grade audit will identify projects for implementation, which the City will coordinate with its Public Safety Facilities Assessment project



Project Manager: Diane Ramirez  
Department Rep: Cindy Chong, Patrick Carter,  
Rhianna Frank

☒ Climate First    ☐ Shovel Ready

Start Date: FY 2020/21 – Winter 2021  
Estimated Completion: FY 2023/24

## Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

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

E11202132

## USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
	1	199	200	30					230
			-						-
			-	50					50
			-						-
			-						-
			-						-
<b>TOTAL USES</b>	<b>1</b>	<b>199</b>	<b>200</b>	<b>80</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>280</b>

## SOURCES (dollars in \$000)

General Fund- Measure U

	280		280						280
<b>TOTAL FUNDS</b>	<b>280</b>	<b>-</b>	<b>280</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>280</b>

## HVAC &amp; Energy Efficiency Upgrades

C11202223

## Description and Justification

This project will repair and/or replace Heating, Ventilation, and Air Conditioning (HVAC) units at various city facilities to reduce energy use, phase out fossil fuel use, and improve indoor air quality. The improvements will make facilities safer with appropriate air exchanges and filtration, as well as improve HVAC energy efficiency. The American Rescue Plan Act (ARPA) of 2021 and City Facilities Impact Fees will mainly fund this project. Where appropriate, on-bill or other low-cost financing methods may fund identified upgrades in coordination with the City-Wide Facilities Audit & Energy Program (CIP E11202132).



Project Manager: Diane Ramirez  
Department Rep: Cindy Chong, Patrick Carter, Rhianna Frank

☒ Climate First    ☐ Shovel Ready

Start Date: FY 2021/22

Estimated Completion: FY2024/25

## Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C11202223

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land Administration / Legal	43	5	48	188					236
Construction Contracts	226	30	256	1,500	214				1,970
Construction Mgmt			-	25					25
Contingency			-	144					144
CIP Overheads	3		3	20					23
<b>TOTAL USES</b>	<b>272</b>	<b>35</b>	<b>307</b>	<b>1,877</b>	<b>214</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,398</b>
<b>SOURCES (dollars in \$000)</b>									
City Facilities Impact Fee			-	440	400				840
General Fund- Measure U	50		50						50
American Rescue Plan Act (ARPA)	1,508		1,508						1,508
<b>TOTAL FUNDS</b>	<b>1,558</b>	<b>-</b>	<b>1,558</b>	<b>440</b>	<b>400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,398</b>

## Library Facility Enhancement and Expansion C11202121, C11502224

### Description and Justification

This project is a joint venture between Sonoma County Library and the City of Petaluma that 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, upgrading the fire suppression system replacing the HVAC and the roof. Accessibility improvements include adjustment to the slope of the front entry walkway, adding curb cuts at the crosswalks, and repaving. Also included is restriping the parking lot, replacing the ADA parking stall surface, and adding ramps to the remaining building doors. The City's project elements synchronize and coincide with the County's remodeling project for the facility interior, which involves expanding public areas within the building.

The HVAC units are at the end of their service life and need to be replaced. This equipment is in a rooftop equipment well, so the recommendation is to replace the roof overlay material at the time the existing equipment is removed, to facilitate complete access. The City has been awarded the California State Library Building Forward: Library Infrastructure Grant to support both City and County project elements.



Project Manager: Diane Ramirez  
Department Rep: Gina Benedetti-Petnic

☐ Climate First ☒ Shovel Ready

### Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2020/21

Estimated Completion: FY 2023/24

### Project Costs and Funding Sources

(Dollars in \$000's)

C11202121, C11502224, HVAC & Roof

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	18	15	33	80					113
Administration / Legal	-	1	1	1					2
Construction Contracts	49	-	49	2,456					2,505
Construction Mgmt	2	-	2	76					78
Contingency	-	-	-	150					150
CIP Overheads	2	1	3	36					39
Sonoma County Contribution	-	-	-	1,494					1,494
<b>TOTAL USES</b>	<b>71</b>	<b>17</b>	<b>88</b>	<b>4,293</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,381</b>

### SOURCES (dollars in \$000)

City Facilities Impact Fee	175	-	175	530					705
General Fund- Measure U	-	600	600	268					868
Transient Occupancy Tax	12	-	12	-					12
American Rescue Plan Act (ARPA)	-	192	192	-					192
Library Infrastructure Grant	-	-	-	1,110					1,110
Sonoma County Contribution/ Grant	-	-	-	1,494					1,494
<b>TOTAL FUNDS</b>	<b>187</b>	<b>792</b>	<b>979</b>	<b>3,402</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,381</b>

## Fire Station No. 4 / Public Safety Building

New

## Description and Justification

The Public Safety Facilities Assessment, completing in FY 22/23, is informing the construction and siting of a new fire headquarters that will include space for some integral police/public safety operations as well. The assessment is creating a roadmap for next steps including planning and funding needs. The existing facilities do not meet the departments' collective operational needs. The new facility will provide space (for current and future needs), accommodate a diverse workforce, and comply with current seismic and other public safety facility standards.



Project Manager: Gina Benedetti-Petnic,  
Christopher Bolt  
Department Rep: Brian Cochran, Jeff Schach, Ken Savano

☐ Climate First   ☐ Shovel Ready

Start Date: FY 2023/24

Estimated Completion: FY 2026/27

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

Fire Station No. 4 / Public Safety Building

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land			-	750	750				1,500
Administration / Legal			-			10	15		25
Construction Contracts			-			7,000	13,000		20,000
Construction Mgmt			-			350	650		1,000
Contingency			-			1,400	2,600		4,000
CIP Overheads			-			140	260		400
<b>TOTAL USES</b>	-	-	-	750	750	8,900	16,525	-	26,925
<b>SOURCES (dollars in \$000)</b>									
City Facilities Impact Fee			-	250	750		4,600		5,600
Infrastructure Bond- Measure U			-			8,900	6,100		15,000
Developer Contributions/ Donations			-	500					500
Undetermined <sup>A</sup>			-				5,825		5,825
<b>TOTAL FUNDS</b>	-	-	-	750	750	8,900	16,525	-	26,925

<sup>A</sup> Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

## Fire Stations 1, 2 &amp; 3 Remodel

C11202328

## Description and Justification

Constructed in 1938, 1982 and 1971, respectively, the locations of Fire Stations 1, 2, and 3 provide the Fire Department with adequate response times and coverage. To continue serving the community over the past few decades, the fire stations have added staff and services but have not made corresponding improvements to their facilities to accommodate our community's growth. Renovations will resolve many outstanding facility issues: (1) updating for current building code compliance, (2) ensuring seismic safety, (3) accommodating a more diverse workforce (living quarters/privacy), (4) adapting to meet the needs of an expanded apparatus fleet, and (5) facilitating improvements to operational procedures otherwise limited by current space configurations. The City has conducted a public safety facilities needs assessment and master plan which is informing the scope of work for each station. The kitchen in Station 3 is being remodeled during FY22/23 to address safety concerns.



Project Manager: Gina Benedetti-Petnic,  
Christopher Bolt  
Department Rep: Brian Cochran, Jeff Schach, Ken Savano

☐ Climate First   ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2022/23

Estimated Completion: FY 2027/28

## Project Costs and Funding Sources

(Dollars in \$000's)

C11202328

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land			-			227			227
Administration / Legal			-			4	3	3	10
Construction Contracts		100	100				2,218	2,217	4,535
Construction Mgmt			-				114	113	227
Contingency			-				454	453	907
CIP Overheads		1	1			5	44	44	94
<b>TOTAL USES</b>	-	101	101	-	-	236	2,833	2,830	6,000

## SOURCES (dollars in \$000)

City Facilities Impact Fee		101	101			236	929		1,266
Undetermined <sup>A</sup>			-				1,904	2,830	4,734
<b>TOTAL FUNDS</b>	-	101	101	-	-	236	2,833	2,830	6,000

<sup>A</sup> Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.



## Fire Reserve Apparatus Storage &amp; Security Gate Installation

C11501911

## Description and Justification

This project will provide external storage for Fire Department equipment at Station 2. As we purchase new apparatus, we keep older apparatus to use when other apparatus need repair. This backup fleet needs protective storage. This project will install lightweight structures, fencing, and security gates in outdoor spaces. This project will also include repaving of the combined parking and training area of Fire Station 2.



Project Manager: Diane Ramirez  
Department Rep: Kevin Weaver, Jeff Schach

☐ Climate First    ☐ Shovel Ready

Start Date: FY 2018/19

Estimated Completion: FY 2023/24

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C11501911

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	2		2	15					17
Administration / Legal			-	3					3
Construction Contracts		10	10	180					190
Construction Mgmt	16		16	15					31
Contingency			-	30					30
CIP Overheads			-	4					4
<b>TOTAL USES</b>	<b>18</b>	<b>10</b>	<b>28</b>	<b>247</b>	-	-	-	-	<b>275</b>

## SOURCES (dollars in \$000)

City Facilities Impact Fee	50		50	225					275
<b>TOTAL FUNDS</b>	<b>50</b>	<b>-</b>	<b>50</b>	<b>225</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>275</b>

## 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. This project will modify a portion of the Police Station to meet current operational needs by removing jail cells that don't meet federal standards and replacing with modernized restrooms including lockers for all staff. Programming will also consider building expansion to increase workstation and office space.



Project Manager: Diane Ramirez, Gina Benedetti-Petric  
Department Rep: Ken Savano

☐ Climate First   ☐ Shovel Ready

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other

Start Date: FY 2022/23

Estimated Completion: FY 2025/26

## Project Costs and Funding Sources

(Dollars in \$000's)

C11202225

C11202225

					Projected Budgets				
	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total Project Estimate
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		20	20	20					40
Administration / Legal			-	5					5
Construction Contracts			-	300	2,311	2,270			4,881
Construction Mgmt			-	5	5	5			15
Contingency			-	20	20	10			50
CIP Overheads			-	3	3	3			9
<b>TOTAL USES</b>	-	20	20	353	2,339	2,288	-	-	5,000
<b>SOURCES (dollars in \$000)</b>									
City Facilities Impact Fee			-		2,279	2,288			4,567
American Rescue Plan Act (ARPA)	433		433						433
<b>TOTAL FUNDS</b>	433	-	433	-	2,279	2,288	-	-	5,000





# PARKS PROJECTS

## FY 2023-2024

**PARKS CAPITAL IMPROVEMENT PROGRAM BUDGET FY 23-24****PROJECT SUMMARY**

Fund 3140.31400

PROJECTS (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
C00400205 Playground Replacements	\$ 499	\$ 83	\$ 582	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ 782
C14501607 Petaluma Community Baseball Field	617	5,667	6,284	913	-	-	-	-	7,197
C14402215 Lucchesi Skate Park	5	105	110	1,528	1,175	-	-	-	2,813
C14502008 Lucchesi Turf Field Replacement	69	1,458	1,527	151	-	-	-	-	1,678
C14402010 Marina, Turning Basin Dredging & Dock Upgrades	463	1,607	2,070	5,259	6,418	-	-	-	13,747
E14402237 Petaluma River Dredging Program	-	25	25	25	25	1,050	975	25	2,125
C14502012 Shollenberger Amphitheater & Kiosk Improvements	15	11	26	249	-	-	-	-	275
C14502114 Lynch Creek Trail/ Crosstown Connector	477	62	539	577	311	311	-	-	1,738
C14502317 Kenilworth Park Revitalization	-	100	100	1,112	3,112	-	-	-	4,324
C14202319 Prince Park Concession and Restroom Facility Remodel/Repair	-	-	-	50	-	-	-	-	50
C14502320 Swim Center Pool Replastering	-	21	21	453	980	-	-	-	1,454
<b>TOTAL</b>	<b>\$ 2,145</b>	<b>\$ 9,139</b>	<b>\$ 11,284</b>	<b>\$ 10,417</b>	<b>\$ 12,121</b>	<b>\$ 1,361</b>	<b>\$ 975</b>	<b>\$ 25</b>	<b>\$ 36,183</b>

**SOURCES (dollars in \$000)**

Parkland Impact Fees	\$ 1,125	\$ 4,937	\$ 6,062	\$ 660	\$ 107	\$ -	\$ -	\$ -	\$ 6,829
Bonds - Savings from Refinancing	170	34	204	27	34	-	-	-	265
Donations/Developer Contributions	101	90	191	-	400	-	-	-	591
Measure M - Parks	440	366	806	666	515	-	-	-	1,987
American Rescue Plan Act (ARPA)	313	-	313	-	-	-	-	-	313
Grants	341	-	341	429	-	-	-	-	770
SCTA TDA	194	19	213	-	-	-	-	-	213
General Fund Reserves - Turf Replacement	728	170	898	398	-	-	-	-	1,296
General Fund	-	1,625	1,625	-	-	-	-	-	1,625
General Fund-Measure U	-	154	154	1,350	700	-	-	-	2,204
Transient Occupancy Tax (TOT)	173	425	598	525	700	200	200	200	2,423
Traffic Impact Fees	100	243	343	427	-	-	-	-	770
Storm Drainage Utility	50	-	50	-	-	-	-	-	50
Undetermined	-	-	-	5,691	10,476	505	175	-	16,847
<b>TOTAL</b>	<b>\$ 3,735</b>	<b>\$ 8,063</b>	<b>\$ 11,798</b>	<b>\$ 10,173</b>	<b>\$ 12,932</b>	<b>\$ 705</b>	<b>\$ 375</b>	<b>\$ 200</b>	<b>\$ 36,183</b>

## Playground Replacements

C00400205

### Description and Justification

Playgrounds serve a critical role in supporting the physical, cognitive, emotional, and social development of our community. Playgrounds are intergenerational gathering spaces and essential components in building more age-friendly infrastructure. Since 2014, the City has replaced playgrounds at Meadow View, Arroyo, Miwok, and Bond Parks. Playgrounds at Grant Park will be replaced in winter 2023 followed by Anna's Meadow in the summer of 2023, respectively. In addition to replacements, city staff inspects all playgrounds annually to identify opportunities to improve safety features including access, fall surfacing, and equipment as funding is identified. Following the playground replacement at Anna's Meadow, staff will be evaluating existing play structures and provide priority recommendations for replacement based on safety, accessibility, and equity. Staff have sought partnering with playground design and manufacturers that embrace climate-ready manufacturing processes by using recycled materials, limit oversea shipments, and detail carbon offsets within the procurement and the manufacturing process.



Project Manager: Rachel Beer, Drew Halter  
Department Rep: Drew Halter

☒ Climate First    ☒ Shovel Ready

#### Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2014/15 - Winter 2015

Estimated Completion: FY 2024/25 – Summer 2025

### Project Costs and Funding Sources

(Dollars in \$000's)

C00400205

#### USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

#### TOTAL USES

Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
				FY 24-25	FY 25-26	FY 26-27	FY 27-28	
5		5						5
486	83	569	100	100				769
		-						-
		-						-
8		8						8
499	83	582	100	100	-	-	-	782

#### SOURCES (dollars in \$000)

Parkland Impact Fees  
Bonds - Savings from Refinancing  
Donations/Developer Contributions  
Measure M - Parks  
Housing Related Parks Prog Grant

#### TOTAL FUNDS

105		105						105
170	34	204	27	34				265
61		61						61
168		168	-	15				183
168		168						168
672	34	706	27	49	-	-	-	782

## Petaluma Community Baseball Field

C14501607

### Description and Justification

The second phase of the Petaluma Community Sports Fields project includes the construction of a new baseball field and ancillary facilities to provide year-round youth and adult programming as well as host local and regional sporting events. The project fulfills 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. The initial construction phase will provide a regulation-sized baseball field with spectator viewing areas, dugouts, and fencing, as well as increased parking capacity adjacent to the current playing fields. Subsequent baseball field project phases will include the construction of a press box, bleachers, lighting, and concession facilities. The project is funded primarily by Parkland Impact Fees along with contributions from the Petaluma Leghorns American Legion Baseball organization.



Project Manager: Mehran Ebrahimi  
Department Rep: Drew Halter

☐ Climate First    ☒ Shovel Ready

Start Date: FY 2015/16 - June 2016  
Estimated Completion: FY 2023/24 – Summer 2024

### Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C14501607

#### USES (dollars in \$000)

Design/ Planning/ Environmental/ Land	566	181	747	40					787
Administration / Legal			-						-
Construction Contracts	18	5,046	5,064	873					5,937
Construction Mgmt	14	121	135						135
Contingency		300	300						300
CIP Overheads	19	19	38						38
<b>TOTAL USES</b>	<b>617</b>	<b>5,667</b>	<b>6,284</b>	<b>913</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,197</b>

Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
				FY 24-25	FY 25-26	FY 26-27	FY 27-28	

#### SOURCES (dollars in \$000)

Parkland Impact Fees	617	4,926	5,543					5,543
Donations/Developer Contributions	10	90	100	400				500
Measure M - Parks			-	300				300
General Fund-Measure U		154	154					154
Transient Occupancy Tax (TOT)			-	500				500
Traffic Impact Fees		200	200					200
<b>TOTAL FUNDS</b>	<b>627</b>	<b>5,370</b>	<b>5,997</b>	<b>800</b>	<b>400</b>	<b>-</b>	<b>-</b>	<b>7,197</b>


## Lucchesi Skate Park

C14402215

## Description and Justification

Constructed in 1997, the Petaluma Skate Park is one of the oldest active skate parks in California. It is the City's only dedicated public facility for skateboarding and provides an important recreational space that promotes active lifestyles, strengthens community, and builds connections especially among the youth and teen members of the community. As the sport of skating continues to evolve, the existing skate park facility lacks elements that would encourage participation and skills progression from a broader range of ages, ability levels, and user groups, and lacks many standard park amenities. The scope of work includes a significant community engagement effort to best inform a redesign of the existing skate park and a site/feasibility assessment for potential additional skate park(s). This project is funded by Sonoma County Measure M – Parks for All, ARPA, Parkland Fees, and General Fund.

Additional information can be found on the City's website at [cityofpetaluma.org/skatepetaluma](http://cityofpetaluma.org/skatepetaluma)



Project Manager: Bjorn Gripenburg  
Department Rep: Drew Halter

☐ Climate First   ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☒ Other: TBD pending scope of future improvements

## Project Costs and Funding Sources

(Dollars in \$000's)

C14402215

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	5	105	110	-	2				110
Administration / Legal			-	4					6
Construction Contracts			-	1,298	1,000				2,298
Construction Mgmt			-	68	50				118
Contingency			-	135	100				235
CIP Overheads			-	23	23				46
<b>TOTAL USES</b>	<b>5</b>	<b>105</b>	<b>110</b>	<b>1,528</b>	<b>1,175</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,813</b>

## SOURCES (dollars in \$000)

Parkland Impact Fees			-	650					650
Measure M - Parks	150		150		400				550
American Rescue Plan Act (ARPA)	313		313						313
General Fund		525	525						525
Transient Occupancy Tax (TOT)			-		500				500
Undetermined <sup>A</sup>			-		275				275
<b>TOTAL FUNDS</b>	<b>463</b>	<b>525</b>	<b>988</b>	<b>650</b>	<b>1,175</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,813</b>

<sup>A</sup> Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

# Lucchesi Turf Field Replacement

C14502008

## Description and Justification

This project will replace the existing synthetic turf with new materials and improve compaction and drainage at the site. The all-weather field is used primarily by youth and adult soccer and lacrosse programs and leagues. The turf is now past its expected service life. Before installing new turf, underlying drainage issues will be corrected. In 2022, a field and soil investigation was performed in conjunction with a preliminary design, which included research into multiple turf systems and options. The new design will feature a shock-absorbing pad that will improve drainage and player safety with a twenty-year expected life cycle. The design also features climate-friendly products including a shredded olive pit infill to replace the recycled rubber granules. Hourly field rental fees collected by a majority of non-resident and adult field permits will provide significant funding for the project. The design is expected to be completed in spring 2023, followed by construction in the summer of 2023.



Project Manager: Josh Minshall  
Department Rep: Drew Halter,

☒ Climate First    ☒ Shovel Ready

**Start Date:** FY 2019/20 - Fall 2019

**Estimated Completion:** FY 2023/24 - Summer 2024

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C14502008

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	63	96	159	5					164
Administration / Legal		1	1	1					2
Construction Contracts		1,123	1,123	119					1,242
Construction Mgmt	2	54	56	5					61
Contingency		161	161	18					179
CIP Overheads	4	23	27	3					30
<b>TOTAL USES</b>	<b>69</b>	<b>1,458</b>	<b>1,527</b>	<b>151</b>	-	-	-	-	<b>1,678</b>

## SOURCES (dollars in \$000)

Measure M - Parks	122	260	382						382
General Fund Reserves - Turf Replacement	728	170	898	398					1,296
<b>TOTAL FUNDS</b>	<b>850</b>	<b>430</b>	<b>1,280</b>	<b>398</b>	-	-	-	-	<b>1,678</b>



## Marina, Turning Basin Dredging &amp; Dock Upgrades

C14402010

## Description and Justification

The primary goal of this project is to recover the full operational water depth for boating safety, navigation, and (state-leased) Marina operations. This will facilitate the goal of achieving higher tenant occupancy. Currently, a large percentage of Marina boating slips do not have adequate water depth to accommodate vessels and are thus vacant and unavailable to lease. Dredging of the Petaluma Turning Basin and an initial phase of dredging at the Petaluma Marina were completed in 2022 to restore navigable access to the Marina fueling station, and to provide sufficient depth for emergency service vessels. The project will also include replacement of the Turning Basin floating docks in 2023. Additionally, the project will include removal of dredged material from Shollenberger Park for beneficial reuse at an adjacent wetland area. Shollenberger is at capacity for storage of dredged material following the 2020 Petaluma River dredging.



Project Manager: Erica Jacobs  
Department Rep: Gina Benedetti-Petnic

☐ Climate First    ☒ Shovel Ready

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2019/20 - Summer 2020

Estimated Completion: TBD

## Project Costs and Funding Sources

(Dollars in \$000's)

C14402010

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land Administration / Legal	394	181	575	190	125				890
			-	8					8
Construction Contracts	57	1,240	1,297	4,000	5,000				10,297
Construction Mgmt		56	56	103	125				284
Contingency		100	100	860	1,050				2,010
CIP Overheads	12	30	42	98	118				258
<b>TOTAL USES</b>	<b>463</b>	<b>1,607</b>	<b>2,070</b>	<b>5,259</b>	<b>6,418</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,747</b>

## SOURCES (dollars in \$000)

Parkland Impact Fees	387	-	387		107				494
General Fund		1,100	1,100						1,100
General Fund-Measure U			-	700	700				1,400
Transient Occupancy Tax (TOT)	173	400	573						573
Storm Drainage Utility	50		50						50
Undetermined <sup>A</sup>			-	4,559	5,571				10,130
<b>TOTAL FUNDS</b>	<b>610</b>	<b>1,500</b>	<b>2,110</b>	<b>5,259</b>	<b>6,378</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,747</b>

<sup>A</sup> Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

## Petaluma River Dredging Program

E14402237

### Description and Justification

The U.S. Army Corps of Engineers (Corps) is responsible for maintaining the federal channel of the Petaluma River, including dredging of the Turning Basin to a depth of 8 feet. Funding for federal dredging projects has remained the same even as the costs of dredging have greatly increased. This has left shallow draft channels like the Petaluma River, which do not have a lot of commercial boating traffic, uncompetitive for federal funding for dredging projects. As a result, the frequency of dredging completed by the Corps can 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. In light of this, staff has coordinated with the Corps to request a federal funding allocation for their 2024 dredging cycle. To compensate for any potential lapses in the Corps' maintenance dredging cycle, this program assigns city funding for a dredging project every 6 years. This would assure a minimum 50-foot wide channel clear dredged to a minimum navigable depth and full Turning Basin access. Staff will be engaging with other shallow draft channel stakeholders of the North Bay to leverage regional partnerships. The objective is to develop programs for beneficial re-use of dredge material for wetland and habitat restoration and protection from sea-level rise; as well as to explore funding opportunities to continue to perform maintenance dredging.



Project Manager: Gina Benedetti-Petnic  
Department Rep: Christopher Bolt

☒ Climate First   ☐ Shovel Ready

### Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Project Start Date: Future

Estimated Completion Date: TBD

## Financial Overview

E14402237

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		25	25	25	25	75		25	175
Administration / Legal			-						-
Construction Contracts			-			900	900		1,800
Construction Mgmt			-			25	25		50
Contingency			-			50	50		100
CIP Overheads			-						-
<b>TOTAL USES</b>	-	25	25	25	25	1,050	975	25	2,125
<b>SOURCES (dollars in \$000)</b>									
General Fund-Measure U			-	650					650
Transient Occupancy Tax (TOT)		25	25	25	200	200	200	200	850
Undetermined <sup>A</sup>			-		150	300	175		625
<b>TOTAL FUNDS</b>	-	25	25	675	350	500	375	200	2,125

<sup>A</sup> 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 &amp; Kiosk Improvements

C14502012

## Description and Justification

This project will construct an environmental educational kiosk and an outdoor amphitheater at Shollenberger Park. The facilities are intended to provide a venue for environmental education classes, lectures, and demonstrations for elementary school students and the public. The project is funded primarily by a grant for Outdoor Environmental Education Facilities Programs offered by the California State Parks. To the extent possible, construction will include recycled materials to help meet the City's climate-ready goals. The grant application was coordinated with the Petaluma Wetlands Alliance (PWA) and will involve volunteer assistance for construction.



Project Manager: Lucas Pereira  
Department Rep: Cindy Chong, Drew Halter

☒ Climate First    ☒ Shovel Ready

Start Date: FY 2019/20 - Summer 2019  
Estimated Completion: FY2023/24

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C14502012

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land	13	9	22						22
Administration / Legal			-	2					2
Construction Contracts			-	201					201
Construction Mgmt			-	10					10
Contingency			-	30					30
CIP Overheads	2	2	4	6					10
<b>TOTAL USES</b>	15	11	26	249	-	-	-	-	275

## SOURCES (dollars in \$000)

Parkland Impact Fees	16	11	27	10					37
Measure M - Parks			-	25					25
California State Parks Grant			-	213					213
<b>TOTAL FUNDS</b>	16	11	27	248	-	-	-	-	275



# Lynch Creek Trail / Crosstown Connector

C14502114





## Lynch Creek Trail / Crosstown Connector

C14502114

## Description and Justification

The Lynch Creek multi-use trail (LCT) is a vital non-motorized east-west connection in the heart of Petaluma. This 2.3-mile-long trail extends from Prince Park west to downtown Petaluma, equitably serving the whole community. It is used heavily by walkers, runners, and cyclists of all ages, helping the City meet its Climate Action goals. It also provides active transportation access to schools, senior housing, medical facilities, shopping centers, community centers, parks, and recreational centers. Due to aging of the paved trail segments, and several unpaved portions of the trail, there remains additional work to make it safe and usable. This project includes repaving sections of the trail surface and repairing drainage issues. This is one of the five projects submitted to the Sonoma County Transportation Authority (SCTA) for grant funding. The two primary trail gaps that will be completed with this project are the ADA access ramp connection to Payran St. and the trail segment from Payran St. to Edith St.



Project Manager: Ken Eichstaedt, Bjorn Gripenburg  
Department Rep: Drew Halter, Christopher Bolt

☒ Climate First    ☒ Shovel Ready

Start Date: FY 2020/21 - Summer 2020  
Estimated Completion: FY 2025/26- Summer 2026

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C14502114

USES (dollars in \$000)					Projected Budgets				Total Project Estimate
	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	33	62	95						95
Administration / Legal			-	5	5	5			15
Construction Contracts	428		428	446	200	200			1,274
Construction Mgmt	9		9	20	20	20			69
Contingency			-	100	80	80			260
CIP Overheads	7		7	6	6	6			25
<b>TOTAL USES</b>	<b>477</b>	<b>62</b>	<b>539</b>	<b>577</b>	<b>311</b>	<b>311</b>	<b>-</b>	<b>-</b>	<b>1,738</b>

SOURCES (dollars in \$000)									Total Project Estimate
	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Donations/Developer Contributions	30		30						30
TFCA	173		173						173
SCTA TDA	194	19	213						213
Traffic Impact Fees	100	43	143	427					570
Undetermined <sup>A</sup>			-	236	311	205			752
<b>TOTAL FUNDS</b>	<b>497</b>	<b>62</b>	<b>559</b>	<b>663</b>	<b>311</b>	<b>205</b>	<b>-</b>	<b>-</b>	<b>1,738</b>

<sup>A</sup> 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.

## Kenilworth Park Revitalization

C14502317

## Description and Justification

Kenilworth Park is the largest community park serving the mid-town area. The historic park requires significant renovations to better serve the community's growing needs. In the Fall of 2022, staff facilitated a community workshop and public survey to better inform a holistic park design process in the Spring/Summer of 2023. Partial grant funding for the project was secured from the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All, Act of 2018 (Proposition 68) along with dedicated local park funding from the voter-approved Sonoma County Measure M: "Parks for All" Initiative. The City aims to leverage existing funds with other local partners to more fully fund the community's vision for the park. Partnerships include the Public Arts Committee, local service clubs, and private contributions. Design is expected to be completed by the end of 2023, followed by an initial phase of construction in the Spring of 2024. Park improvements may include but are not limited to reimagined recreational and play spaces, interactive public art, new play equipment, improved access and safety, grading and drainage repairs, tree work, park amenities, and other site improvements. The project design will prioritize climate friendly building materials, park amenities, and features.



Project Manager: Erica Jacobs  
Department Rep: Drew Halter

☒ Climate First   ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2022/23 – Summer 2022  
 Estimated Completion: FY 2024/25

## Project Costs and Funding Sources

(Dollars in \$000's)

c14502317

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		83	83	200					283
Administration / Legal		2	2	10	5				17
Construction Contracts			-	600	2,400				3,000
Construction Mgmt			-	100	150				250
Contingency		13	13	182	500				695
CIP Overheads		2	2	20	57				79
<b>TOTAL USES</b>	-	100	100	1,112	3,112	-	-	-	4,324
<b>SOURCES (dollars in \$000)</b>									
Measure M - Parks		100	100		100				200
Prop 68			-	216					216
Undetermined <sup>A</sup>			-	896	3,012				3,908
	-	100	100	1,112	3,112	-	-	-	4,324

<sup>A</sup> Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

# Prince Park Concession and Restroom Facility Remodel/Repair

C14202319

## Description and Justification

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 requiring improvement to conform with guidelines and recommendations from the Sonoma County Health Department. Facility improvements and renovations will likely include water heating, electrical, plumbing, structural and exterior work.



Project Manager: Gina Benedetti-Petric/TBD  
Department Rep: Cindy Chong

☐ Climate First    ☐ Shovel Ready

### Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Project Start Date: FY 2023/24

Estimated Completion Date: FY 2023/24

## Project Costs and Funding Sources

(Dollars in \$000's)

c14202319

### USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

**TOTAL USES**

Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
				FY 24-25	FY 25-26	FY 26-27	FY 27-28	
		-	50					50
		-	-					-
		-	-					-
		-	-					-
	-	-	-					-
	-	-	50	-	-	-	-	50

### SOURCES (dollars in \$000)

Measure M - Parks

		-	50					50
-	-	-	50	-	-	-	-	50

## Swim Center Pool Replastering

C14502320

## Description and Justification

The Petaluma Swim Center is home to the City's outdoor 50-meter public pool and adjacent toddler wading pool. The community uses both pools heavily for recreation and as a venue for hosting local and regional swim team events year-round. The swimming pool requires replastering to maintain operations and the ability to host community and regional programming. This project will also include assessing the boiler system for future electrification and improving water conservation and ventilation in the showers and locker room facilities. The project is funded mostly through Measure M. Some energy efficiency upgrades may be funded through on-bill and other low-cost financings 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.



Project Manager: Gina Benedetti-Petnic  
Department Rep: Cindy Chong

☒ Climate First    ☐ Shovel Ready

Start Date: FY 2022/23

Estimated Completion: FY 2024/25

## Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

c14502320

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land		18	18	55	25				98
Administration / Legal		3	3						3
Construction Contracts			-	320	750				1,070
Construction Mgmt			-	20	40				60
Contingency			-	50	150				200
CIP Overheads			-	8	15				23
<b>TOTAL USES</b>	-	21	21	453	980	-	-	-	1,454

SOURCES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Measure M - Parks		6	6	291					297
Undetermined <sup>A</sup>			-		1,157				1,157
	-	6	6	291	1,157	-	-	-	1,454

<sup>A</sup> Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.



# PUBLIC WORKS PROJECTS

## FY 2023-2024

**PUBLIC WORKS CAPITAL IMPROVEMENT PROGRAM BUDGET FY 23-24****PROJECT SUMMARY**

Fund 3160.31600

PROJECTS (dollars in \$000)		Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
						FY 24-25	FY 25-26	FY 26-27	FY 27-28	
C16101519	Rivertrail - 101/Crossing, Crosstown Connector	37	16	53	150	-	4,520	-	-	4,723
C16501602	Downtown Pedestrian ADA Improvements	1,099	159	1,258	127	127	127	-	-	1,639
C16102248	Pavement Restoration & Reconstruction-Citywide	112	1,811	1,923	6,719	5,197	3,198	3,198	3,198	23,433
C16102147	North McDowell Boulevard Complete Streets	484	8,384	8,868	5,235	-	-	-	-	14,103
C16401925	Citywide Bridge Repair	-	5	5	25	489	-	-	-	519
C16102032	Pedestrian Improvements Citywide	197	117	314	440	273	221	221	221	1,690
C16102250	Traffic Signal Improvements- Citywide	362	150	512	153	153	153	153	153	1,277
C16502022	Trestle Rehabilitation	38	150	188	1,265	7,900	-	-	-	9,353
C16401824	Caulfield Bridge Crosstown Connector	358	212	570	341	6,199	51,335	-	-	58,445
C16402141	1st and F St Bridge Replacement - Phase 2	538	1,563	2,101	422	-	-	-	-	2,523
New	1st and C Street Fishing Dock and Community Space	-	-	-	-	112	488	-	-	600
C16501412	LED Streetlight & Facility Lighting Retrofits	1,007	42	1,049	595	-	-	-	-	1,644
New	Street Light Repairs and Upgrades- Citywide	-	3	3	290	-	-	-	-	293
C16102146	Traffic Calming & Neighborhood Greenways	111	135	246	200	200	200	200	200	1,246
C16102251	D Street Improvements	3	174	177	500	1,348	2,762	-	-	4,787
C16402252	Pedestrian Bridge Renovations	1	21	22	248	1,730	-	-	-	2,000
E16502134	Active Transportation Plan & Wayfinding	94	129	223	10	-	-	-	-	233
New	Caulfield Lane Active Transportation	-	-	-	225	3,580	-	-	-	3,805
E16102347	Corona Road and McKenzie AT Crossings	-	50	50	250	-	-	-	-	300
New	Bicycle/Pedestrian Wayfinding & Bicycle Parking	-	-	-	120	62	-	-	-	182
E16082012	Payran UST	1,570	150	1,720	50	-	-	-	-	1,770
New	Utility Undergrounding Study	-	61	61	-	-	-	-	-	61
New	Downtown Beautification	-	-	-	265	-	-	-	-	265
New	Downtown Public Restroom	-	47	47	463	-	-	-	-	510
<b>TOTAL</b>		<b>\$ 6,011</b>	<b>\$ 13,379</b>	<b>\$ 19,390</b>	<b>\$ 18,093</b>	<b>\$ 27,370</b>	<b>\$ 63,004</b>	<b>\$ 3,772</b>	<b>\$ 3,772</b>	<b>\$ 135,401</b>

## PUBLIC WORKS CAPITAL IMPROVEMENT PROGRAM BUDGET FY 23-24

## PROJECT SUMMARY

Fund 3160.31600

## SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees  
 Street Maintenance / Highway Users Tax  
 Transient Occupancy Tax  
 General Fund  
 General Fund- Measure U  
 Bond- Measure U Sales Tax  
 Public Works Grants  
 Developer Contributions  
 Interfund Loan  
 PGE On-Bill Financing / Credits  
 Measure M Parks  
 Water Capital  
 Waste Water Capital  
 Certified Access Specialist CASP  
 Undetermined

## TOTAL

Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	PROJECTED				Total Project Estimate
				FY 24-25	FY 25-26	FY 26-27	FY 27-28	
\$ 218	\$ 1,571	\$ 1,789	\$ 1,174	\$ 8,070	\$ 24,789	\$ 682	\$ 291	\$ 36,795
2,221	1,618	3,839	4,953	2,105	2,331	2,453	952	16,633
1,043	-	1,043	250	-	287	-	-	1,580
173	-	173	-	-	-	-	-	173
-	-	-	775	-	-	-	-	775
-	7,000	7,000	10,400	7,600	-	-	-	25,000
777	34	811	225	3,080	-	-	-	4,116
1,376	-	1,376	-	50	-	-	-	1,426
1,490	-	1,490	-	-	-	-	-	1,490
142	61	203	-	-	-	-	-	203
38	-	38	-	-	-	-	-	38
534	150	684	136	-	-	-	-	820
20	-	20	-	-	-	-	-	20
95	-	95	-	-	-	-	-	95
-	-	-	1,709	9,535	34,993	-	-	46,237
\$ 8,127	\$ 10,434	\$ 18,561	\$ 19,622	\$ 30,440	\$ 62,400	\$ 3,135	\$ 1,243	\$ 135,401

## River Trail-101 Crossing &amp; Crosstown Connector

C16101519

## Description and Justification

The River Trail-101 Crossing & Crosstown Connector project will provide safe access for bicyclists and pedestrians by creating a new stretch of paved pathway on the existing River Trail. The new path will fill the current trail gap from Alman Marsh through the marina to Hopper Street and offer a safe alternative to traveling along Lakeville Highway. This pathway segment is also considered to be an important crosstown connector, linking the city's southern, central, and eastern regions with Downtown and the Copeland Transit Center. The City has done the initial 10% design to assist in costing and grant applications. Preliminary engineering is funded through traffic impact fees and developer contributions. Construction of future phases may have full or partial funding from grant application submissions with the Sonoma County Transportation Authority (SCTA). Construction will shift as needed to align with receipt of this and future grant funding.



Project Manager: Ken Eichstaedt, Bjorn Gripenburg  
Department Rep: Gina Benedetti-Petric

Start Date: FY 2023/24

Estimated Completion: FY 2025/26

☒ Climate First    ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C16101519

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land Administration / Legal	34	16	50	150		5			200
Construction Contracts			-			3,600			3,600
Construction Mgmt	2		2			100			102
Contingency			-			800			800
CIP Overheads	1		1			15			16
<b>TOTAL USES</b>	<b>\$ 37</b>	<b>\$ 16</b>	<b>\$ 53</b>	<b>\$ 150</b>	<b>\$ -</b>	<b>\$ 4,520</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,723</b>

SOURCES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Traffic Mitigation Impact Fees		3	3	155		1,146			1,304
Developer Contributions	50		50						50
Undetermined <sup>A</sup>			-			3,369			3,369
<b>TOTAL FUNDS</b>	<b>\$ 50</b>	<b>\$ 3</b>	<b>\$ 53</b>	<b>\$ 155</b>	<b>\$ -</b>	<b>\$ 4,515</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,723</b>

<sup>A</sup> 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.

## Downtown Pedestrian ADA Improvements

C16501602

## Description and Justification

As part of our efforts to improve safety, walkability, and accessibility in and around downtown Petaluma, the City continues to upgrade curb ramps, sidewalks, and other pedestrian areas to meet current Americans with Disabilities Act (ADA) standards. This project began as part of a 10-year construction program ending in FY 25/26. However, we anticipate that work will be ongoing as funding allows using Transient Occupancy Tax (TOT) dollars. Wherever possible, ADA improvements are integrated with traffic calming and safety enhancement measures (e.g., sidewalk bulb-outs).



Project Manager: Ken Eichstaedt, Bjorn Gripenburg  
Department Rep: Gina Benedetti-Petnic

Start Date: FY 2015/16  
Estimated Completion: FY 2025/26

☒ Climate First    ☒ Shovel Ready

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C16501602

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land Administration / Legal	125	20	145	20	20	20			205
Construction Contracts	877	75	952	75	75	75			1,177
Construction Mgmt	79	20	99	10	10	10			129
Contingency		40	40	20	20	20			100
CIP Overheads	18	4	22	2	2	2			28
<b>TOTAL USES</b>	<b>\$ 1,099</b>	<b>\$ 159</b>	<b>\$ 1,258</b>	<b>\$ 127</b>	<b>\$ 127</b>	<b>\$ 127</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,639</b>

## SOURCES (dollars in \$000)

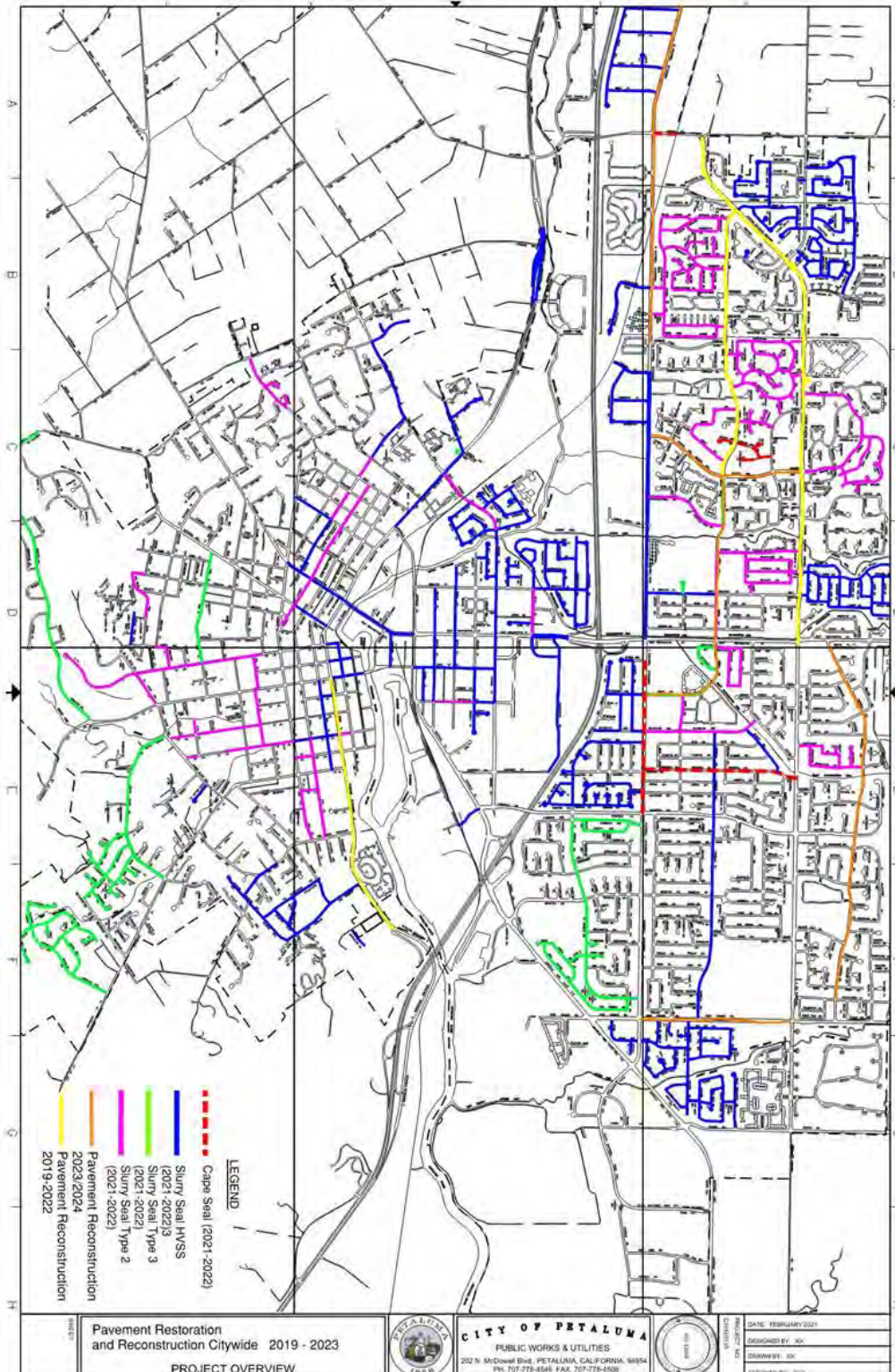
Street Maintenance / Highway Users Tax	57		57						57
Transient Occupancy Tax	930		930	250		287			1,467
Waste Water Capital	20		20						20
Certified Access Specialist CASP	95		95						95
<b>TOTAL FUNDS</b>	<b>\$ 1,102</b>	<b>\$ -</b>	<b>\$ 1,102</b>	<b>\$ 250</b>	<b>\$ -</b>	<b>\$ 287</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,639</b>



## Pavement Restoration &amp; Reconstruction Citywide

C16102248

**Pavement Restoration and Reconstruction Citywide**  
**2019 - 2023**



Please visit the City's website for additional information and maps on the <https://cityofpetaluma.org/street-pavement/> program.

## Pavement Restoration &amp; Reconstruction Citywide

C16102248

## Description and Justification

This project is a critical initiative to implement a top community priority for making Petaluma's streets smoother and safer. Planning, design, and construction is underway and will continue at an unprecedented rate over the next five years thanks to passage of Measure U, which provides a critically important funding source for addressing over \$160 million in deferred street maintenance work.

Proposed improvements consist primarily of seal coats, overlays, repairs of failed areas, and reconstruction of roadways. Project prioritization and selected treatments depend on evaluation of several factors: safety improvements; traffic calming needs; active transportation needs; Pavement Condition Index (PCI) rating; community input; utility improvement needs; location and traffic volume; and other considerations such as proximity to schools and busy community areas. Incorporation of safe and complete streets elements are very important as we focus on improving active transportation and public transit opportunities. Moreover, ADA (Americans with Disabilities Act) improvements to sidewalks and curb ramps will be included whenever possible.

Funding for this program comes from a combination of Street Maintenance Funds, Road Maintenance & Rehab. Account dollars (from water/sewer utility fees), and Measure U Sales Tax bonds. Measure U Sales Tax Revenues facilitated the issuance of bonds for infrastructure improvements like this. The City improved an unprecedented 30 miles of streets in FY 21/22, investing \$4 million into safer, smoother streets. This ongoing program continues to move Petaluma forward by investing in the safety and quality of mobility throughout our community. The focus for FY 23/24 is on connector roadways connecting schools and parks with neighborhoods.



**Project Manager:** Ken Eichstaedt, Gina Benedetti-Petric  
**Department Rep:** Christopher Bolt

☒ Climate First    ☒ Shovel Ready

**Start Date:** Ongoing  
**Estimated Completion:** Ongoing

**Operating Impact:**

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)  
 C16102248

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land Administration / Legal	107	490	597	590	580	580	580	580	3,507
Construction Contracts		11	11	11	10	10	10	10	62
Construction Mgmt	3	1,000	1,000	4,700	3,538	2,000	2,000	2,000	15,238
Contingency		100	103	470	354	200	200	200	1,527
CIP Overheads		200	200	940	708	400	400	400	3,048
	2	10	12	8	8	8	8	8	52
<b>TOTAL USES</b>	<b>\$ 112</b>	<b>\$ 1,811</b>	<b>\$ 1,923</b>	<b>\$ 6,719</b>	<b>\$ 5,197</b>	<b>\$ 3,198</b>	<b>\$ 3,198</b>	<b>\$ 3,198</b>	<b>\$ 23,433</b>

SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees			-		1,200	561	561	213	2,535
Street Maintenance / Highway Users Tax			-			1,878	2,000	420	4,298
Bond- Measure U Sales Tax		2,000	2,000	7,000	7,600				16,600
<b>TOTAL FUNDS</b>	<b>\$ -</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 7,000</b>	<b>\$ 8,800</b>	<b>\$ 2,439</b>	<b>\$ 2,561</b>	<b>\$ 633</b>	<b>\$ 23,433</b>



## North McDowell Boulevard Complete Streets

C16102147

## Description and Justification

As one of the City's busiest arterials, the North McDowell Blvd Complete Streets project is a high priority. The project involves full pavement reconstruction of North McDowell Blvd. from Sunrise Parkway to Old Redwood Highway. Numerous core businesses, industries, and residential hubs are located along this corridor, as well as several sites identified for future development, including the second Petaluma SMART train station.

Comprehensive safety improvements focus on "complete streets" and active transportation elements are being implemented throughout the project to improve safety and access for pedestrians, bicyclists and users of public transit. Implementation of safer pedestrian Z-crossings with traffic signal devices are being implemented with buffered bicycle lanes.

Funding comes from a combination of Street Maintenance Funds, Road Maintenance & Rehab. dollars (from water/sewer utility fees), and Measure U bond funds.

The project is scheduled for completion in early FY 23/24. There will be subsequent work conducted by SMART at their roadway crossing and pathway.



Project Manager: Mehran Ebrahimi, Ken Eichstaedt  
Department Rep: Gina Benedetti-Petnic, Christopher Bolt

☒ Climate First    ☒ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2020/21

Estimated Completion: FY 2023/24

## Project Costs and Funding Sources

(Dollars in \$000's)

C16102147

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	452	450	902	100					1,002
Administration / Legal		10	10	2					12
Construction Contracts	22	7,000	7,022	4,580					11,602
Construction Mgmt	3	210	213	110					323
Contingency		700	700	433					1,133
CIP Overheads	7	14	21	10					31
<b>TOTAL USES</b>	<b>\$ 484</b>	<b>\$ 8,384</b>	<b>\$ 8,868</b>	<b>\$ 5,235</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,103</b>

## SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees		1,300	1,300	364					1,664
Street Maintenance / Highway Users Tax	719		719	3,320					4,039
Bond- Measure U Sales Tax		5,000	5,000	3,400					8,400
<b>TOTAL FUNDS</b>	<b>\$ 719</b>	<b>\$ 6,300</b>	<b>\$ 7,019</b>	<b>\$ 7,084</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,103</b>



## Citywide Bridge Repair Map



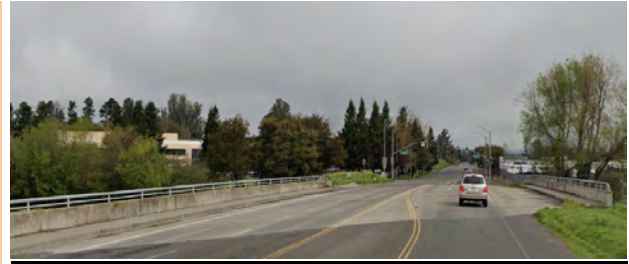
## Citywide Bridge Repairs

C16401925

## Description and Justification

Petaluma's 13 bridges serve the important purpose of safely connecting us to the locations and people we care about. Caltrans performs biannual inspections to ensure these bridges are safe, structurally sound, and in good working order. Recent inspection reports show that, while no major structural work is needed on any of the bridges, surface treatments such as sealing bridge concrete and decks, will be performed on some of the bridges in order to preserve them. Initial work will include design effort to provide an improved grant submittal.

Staff is seeking to fund this project through grant dollars provided by the Caltrans Highway Bridge Program (HBP), which requires an 11.5% local match.



Project Manager: Ken Eichstaedt  
Department Rep: Gina Benedetti-Petnic

☐ Climate First    ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2022/23

Estimated Completion: FY 2024/25

## Project Costs and Funding Sources

(Dollars in \$000's)

C16401925

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		5	5	25	25				55
Administration / Legal			-		6				6
Construction Contracts			-		342				342
Construction Mgmt			-		34				34
Contingency			-		75				75
CIP Overheads			-		7				7
<b>TOTAL USES</b>	\$ -	\$ 5	\$ 5	\$ 25	\$ 489	\$ -	\$ -	\$ -	\$ 519

## SOURCES (dollars in \$000)

Street Maintenance / Highway Users Tax			-	30					30
Undetermined <sup>A</sup>			-		489				489
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ 30	\$ 489	\$ -	\$ -	\$ -	\$ 519

<sup>A</sup> 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

This Citywide program delivers roadway and multi-use trail improvements focused on safety and accessibility. Priority will be given to areas with high pedestrian activity, including areas surrounding schools and parks, as well as streets and intersections with higher collision rates.

Improvements may include installation or replacement of roadway markings, signage, sidewalks, and curb ramps. Some improvements may be delivered using cost-effective and flexible materials that allow the community to experience and provide feedback on proposed changes before they are made permanent (referred to as “quick-build” or “demonstration” projects).



Project Manager: Ken Eichstaedt, Bjorn Gripenburg  
Department Rep: Gina Benedetti-Petnic, Christopher Bolt

☒ Climate First   ☐ Shovel Ready

Start Date: FY 2020/21

Estimated Completion: Ongoing

## Operating Impact:

☐ No significant impact

☐ Provide savings

☒ Maintenance costs included in operating budget

☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C16102032

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land		30	30	50	30	20	20	20	170
Administration / Legal			-	2	2	2	2	2	10
Construction Contracts	195	70	265	290	196	158	158	158	1,225
Construction Mgmt		6	6	38	22	18	18	18	120
Contingency		8	8	56	20	20	20	20	144
CIP Overheads	2	3	5	4	3	3	3	3	21
<b>TOTAL USES</b>	197	117	314	440	273	221	221	221	1,690

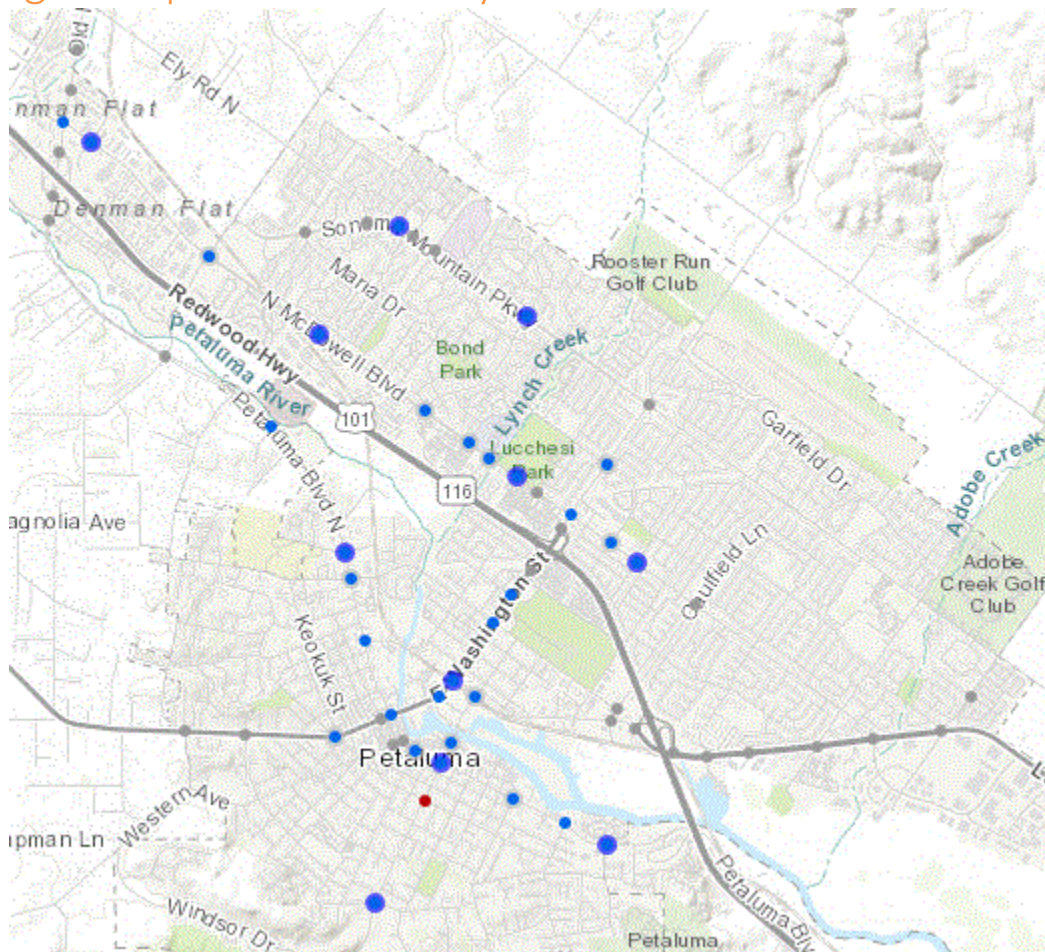
  

SOURCES (dollars in \$000)		Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total Project Estimate
Traffic Mitigation Impact Fees	16	61	77	287	136	20	20	14	554
Street Maintenance / Highway Users Tax	137	56	193	164	137	201	201	202	1,098
Measure M Parks	38		38						38
<b>TOTAL FUNDS</b>	\$ 191	\$ 117	\$ 308	\$ 451	\$ 273	\$ 221	\$ 221	\$ 216	\$ 1,690





## 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:

- Improving the traffic management system to better manage signal timing and coordination
- Installing battery backup systems for resiliency in power outages
- Upgrading controllers and cabinets
- Replacing signal heads
- Implementing video detection



Project Manager: Jeff Stutsman  
Department Rep: Gina Benedetti-Petnic

☒ Climate First   ☐ Shovel Ready

Start Date: FY 2023/24

Estimated Completion: Ongoing

## Project Costs and Funding Sources

(Dollars in \$000's)

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

C16102250

## USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
			-						-
			-						-
	359	150	509	150	150	150	150	150	1,259
			-						-
			-						-
	3		3	3	3	3	3	3	18
<b>TOTAL USES</b>	362	150	512	153	153	153	153	153	\$ 1,277

## SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees  
Street Maintenance / Highway Users Tax

	34		34	35	35	35	35	35	209
	271	207	478	118	118	118	118	118	1,068
<b>TOTAL FUNDS</b>	\$ 305	\$ 207	\$ 512	\$ 153	\$ 153	\$ 153	\$ 153	\$ 153	\$ 1,277



## Trestle Rehabilitation

C16502022

### Description and Justification

Constructed in 1922, the Petaluma trestle lines the southwest Bank of the Petaluma River Turning Basin and once served as a spur line of the Petaluma and Santa Rosa Railroad. It later offered a promenade and viewing platform for the annual lighted boat parade and other River activities. Reviving this historic timber structure will breathe new life into downtown and revitalize the Petaluma River Turning Basin area.

While significant hurdles exist, the vision is to transform the structure into a prized, iconic riverfront gathering place and active transportation hub. Major milestones necessary before construction can commence include: 1) structural evaluation, 2) environmental assessment, 3) determining ownership/acquisition models, 4) finalizing design and bidding documents, and 5) securing funding for construction. This is a complex, multi-year project.

In 2013, the California Coastal Commission provided a grant to help the City develop plans for rehabilitating the Trestle. The estimated construction costs at the time exceeded available funding resources and the project was placed on hold. With continued support from the City Council and the community, the project is being revisited and the design, scope, and cost estimates are being updated as part of this project. Staff continues to explore all potential grant opportunities. Completion is based on funding.



Project Manager: Erica Jacobs, Gina Benedetti-Petnic, Christopher Bolt  
Department Rep: Christopher Bolt

☐ Climate First   ☐ Shovel Ready

#### Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☒ Other: Unknown at this time

Start Date: FY 2020/21

Estimated Completion: TBD

### Project Costs and Funding Sources

(Dollars in \$000's)

c16502022

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land Administration / Legal	38	150	188	650					838
Construction Contracts			-	500	75				75
Construction Mgmt			-	25	6,500				7,000
Contingency			-	75	300				325
CIP Overheads			-	15	1,000				1,075
					25				40
<b>TOTAL USES</b>	<b>38</b>	<b>150</b>	<b>188</b>	<b>1,265</b>	<b>7,900</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ 9,353</b>
<b>SOURCES (dollars in \$000)</b>									
Transient Occupancy Tax	113		113						113
Undetermined <sup>A</sup>			-	1,340	7,900				9,240
<b>TOTAL FUNDS</b>	<b>\$ 113</b>	<b>\$ -</b>	<b>\$ 113</b>	<b>\$ 1,340</b>	<b>\$ 7,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,353</b>

<sup>A</sup> 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 Bridge Crosstown Connector will connect east and west Petaluma via Caulfield Lane over the Petaluma River to Petaluma Blvd. South near the Hwy 101 bridge at the southern end of the city.

The project continues to develop with initial design efforts determining the bridge type and layout (two-leaf bascule) along with estimated construction costs. The design concept has received preliminary U.S. Coast Guard approval for vertical and horizontal clearances over the navigable waterway and bridge openings. Preliminary design work continues, and the project is ready to 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.

Construction could be ready to start in FY 25/26 or FY 26/27, depending on the availability of adequate funding.



Project Area - Location Map

Caulfield Bridge and Extension  
City Project No. C16401824

Project Manager: Ken Eichstaedt, Gina Benedetti-Petric  
Department Rep: Christopher Bolt

☒ Climate First   ☐ Shovel Ready

Start Date: FY 2016/17

Estimated Completion: TBD

## Operating Impact:

☒ No significant impact

☐ Provide savings

☐ Maintenance costs included in operating budget

☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C16401824

## USES (dollars in \$000)

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	336	200	536	325	6,124				6,985
Administration / Legal		10	10	10	60	15			95
Construction Contracts			-			43,000			43,000
Construction Mgmt	16		16			300			316
Contingency			-			8,000			8,000
CIP Overheads	6	2	8	6	15	20			49
<b>TOTAL USES</b>	<b>\$ 358</b>	<b>\$ 212</b>	<b>\$ 570</b>	<b>\$ 341</b>	<b>\$ 6,199</b>	<b>\$ 51,335</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 58,445</b>

## SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees			-		5,784	22,789			28,573
Developer Contributions	1,326		1,326						1,326
Undetermined <sup>A</sup>			-			28,546			28,546
<b>TOTAL FUNDS</b>	<b>\$ 1,326</b>	<b>\$ -</b>	<b>\$ 1,326</b>	<b>\$ -</b>	<b>\$ 5,784</b>	<b>\$ 51,335</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 58,445</b>

<sup>A</sup> 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 – Phase 2

C16402141

## Description and Justification

A timber-framed structure was recently replaced with a new concrete arch at 1st and F Streets. This structure covers the outfall of Thompson Creek and a storm sewer draining into the Petaluma River. The former timber structure was initially a railroad bridge, which was later incorporated into the street.

Phase 1 of this project was completed in early 2023, resulting in replacement of the bridge structure with a precast concrete arch, restoration of the roadway, and installation of guardrails along with pedestrian facilities (new curb ramps and crosswalk striping).

Phase 2 of the project will involve increasing pedestrian and bicycle safety and access near the structure, as well as creating a safe and ADA-compliant path of travel to and from the bridge. This phase will also include the installation of a community space for public use.

The Phase I structure replacement project was not eligible for federal or state bridge funds, so both phases are being locally funded by a combination of Street Maintenance Funds and Traffic Impact Fees (for the pedestrian elements).



Project Manager: Jonathan Sanglerat  
Department Rep: Gina Benedetti-Petnic,  
Christopher Bolt

☐ Climate First    ☒ Shovel Ready

Start Date: FY 2020/21

Estimated Completion: FY 2023/24

## Operating Impact:

☐ No significant impact

☐ Provide savings

☒ Maintenance costs included in operating budget

☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C16402141

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land	147	74	221	50					271
Administration / Legal		1	1	2					3
Construction Contracts	346	1,457	1,803	300					2,103
Construction Mgmt	35	26	61	15					76
Contingency			-	45					45
CIP Overheads	10	5	15	10					25
<b>TOTAL USES</b>	<b>\$ 538</b>	<b>\$ 1,563</b>	<b>\$ 2,101</b>	<b>\$ 422</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,523</b>

## SOURCES (dollars in \$000)

Traffic Mitigation Impact Fees		168	168	39					207
Street Maintenance / Highway Users Tax	975	1,047	2,022	294					2,316
<b>TOTAL FUNDS</b>	<b>\$ 975</b>	<b>\$ 1,215</b>	<b>\$ 2,190</b>	<b>\$ 333</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,523</b>

## 1st and C Street Fishing Dock and Community Space

New

## Description and Justification

This project will fulfill a community vision and provide additional public access to the downtown turning basin. With the construction of this component of the River Access and Enhancement Plan, a small community space (pocket park) and a replacement fishing dock will be installed at the end of C Street where it abuts the west bank of the Petaluma River. This project will replace the historic fishing dock that was once located here and add a small park-like area with benches and landscaping to enhance this waterfront access location. The design phase is largely funded by a developer contribution and the construction will follow as additional funding is secured.



Project Manager: Erica Jacobs, Gina Benedetti-Petnic  
Department Rep: Drew Halter, Christopher Bolt

☐ Climate First    ☒ Shovel Ready

Start Date: FY 2023/24

Estimated Completion: FY 2024/25

## Project Costs and Funding Sources

(Dollars in \$000's)

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## 1st and C Street Fishing Dock and Community Space

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land			-		110				110
Administration / Legal			-		2	2			4
Construction Contracts			-			400			400
Construction Mgmt			-			20			20
Contingency			-			60			60
CIP Overheads			-			6			6
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ -	\$ 112	\$ 488	\$ -	\$ -	\$ 600

## SOURCES (dollars in \$000)

Developer Contributions			-		50				50
Undetermined <sup>A</sup>			-		62	488			550
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ -	\$ 112	\$ 488	\$ -	\$ -	\$ 600

<sup>A</sup> Undetermined sources could utilize sources such as future grants, federal/state/local programs, or donations. As funding becomes available and is sufficient to cover project cost, funding Sources will be updated and identified.

## LED Streetlight Retrofits

C16501412

## Description and Justification

The City is hard at work implementing projects that will help achieve our Climate Ready goal of becoming a greenhouse gas carbon neutral City by the year 2030. To date, we have completed three Climate Ready initiatives retrofitting 5,000 streetlights with energy-efficient LED lamps and stadium lights at Lucchessi Turf Field as part of the LED Streetlight Retrofits project.

This project continues to move us forward by replacing older lights at the City's sports fields, courts, parking lots, and pathways where existing lighting is in need of replacement or has been deemed a priority through energy efficiency audits.

This project has funds from inter-fund loans and PG&E's On-Bill Financing program, which offers government agencies and businesses interest-free loans.



Project Manager: Diane Ramirez  
Department Reps: Gina Benedetti-Petnic, Patrick Carter, Rhianna Frank, Drew Halter, Cindy Chong

☒ Climate First   ☐ Shovel Ready

Start Date: FY 2012/13

Estimated Completion: FY 2023/24

## Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C16501412

					Projected Budgets				Total Project Estimate
USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land Administration / Legal	78	3	81	33					114
Construction Contracts	889	34	923	551					1,474
Construction Mgmt	28	4	32						32
Contingency			-						-
CIP Overheads	12	1	13	11					24
<b>TOTAL USES</b>	<b>\$ 1,007</b>	<b>\$ 42</b>	<b>\$ 1,049</b>	<b>\$ 595</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,644</b>
SOURCES (dollars in \$000)									
Street Maintenance / Highway Users Tax	12		12						12
Interfund Loan	1,490		1,490						1,490
PGE On-Bill Financing / Credits	142		142						142
<b>TOTAL FUNDS</b>	<b>\$ 1,644</b>	<b>\$ -</b>	<b>\$ 1,644</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,644</b>



## Street Light Repairs and Upgrades- Citywide

New

## Description and Justification

The City recently retrofitted its streetlights with more energy efficient LED lamps.

This project continues the lighting program by addressing repairs to remaining streetlight power issues as well as installing new streetlights at strategic locations that warrant more lighting in an effort to improve safety and security. Example projects include Sycamore Lane and East Court. Both are in the design phase with construction planned in early FY 23/24.



☐ Climate First    ☒ Shovel Ready

Project Manager: Jeff Stutsman  
Department Rep: Gina Benedetti-Petnic

Start Date: FY 2022/23

Estimated Completion: FY 2023/24

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

Citywide Street Light Repairs and Upgrades

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land Administration / Legal		3	3						3
Construction Contracts			-	258					-
Construction Mgmt			-	1					258
Contingency			-	26					1
CIP Overheads			-	5					26
<b>TOTAL USES</b>	-	3	3	290					5
									\$ 293
<b>SOURCES (dollars in \$000)</b>									
Street Maintenance / Highway Users Tax		3	3	290					293
<b>TOTAL FUNDS</b>	\$ -	\$ 3	\$ 3	\$ 290	\$ -	\$ -	\$ -	\$ -	\$ 293

# Traffic Calming & Neighborhood Greenways (also known as Bike Boulevards)

C16102146

## Description and Justification

This project targets safer walking and biking, particularly around schools and parks. It includes exploring creative solutions such as Petaluma's first-of-its-kind 5<sup>th</sup> Street Bike Boulevard—a bike route on a low-traffic, neighborhood street. This will run on 5<sup>th</sup> Street between Mt. View Avenue and A Street.

The City is committed to creating safer streets and doing so in a way that best suits the needs of our community. Safe Streets projects will be identified using community input and traffic data, then generally will be installed using cost-effective and flexible materials that can be adjusted or removed, if necessary. This type of installation (referred to as "quick-build," "pilot," or "demonstration" projects) allows community members to experience and provide feedback on proposed changes before they're made permanent.

Projects will be funded using a combination of Traffic Mitigation Impact Fees and Street Maintenance funds.



Project Manager: Bjorn Gripenburg  
Department Rep: Gina Benedetti-Petnic, Christopher Bolt

☒ Climate First    ☐ Shovel Ready

### Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2020/21

Estimated Completion: Ongoing

## Project Costs and Funding Sources

(Dollars in \$000's)

C16102146

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land Administration / Legal	87	30	117	20	20	20	20	20	217
Construction Contracts		80	80	130	130	130	130	130	730
Construction Mgmt	20	8	28	15	15	15	15	15	103
Contingency		15	15	30	30	30	30	30	165
CIP Overheads	4	2	6	3	3	3	3	3	21
<b>TOTAL USES</b>	<b>111</b>	<b>135</b>	<b>246</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>\$ 1,246</b>
SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees	115		115	66	66	66	66	29	408
Street Maintenance / Highway Users Tax		90	90	134	134	134	134	212	838
<b>TOTAL FUNDS</b>	<b>\$ 115</b>	<b>\$ 90</b>	<b>\$ 205</b>	<b>\$ 200</b>	<b>\$ 200</b>	<b>\$ 200</b>	<b>\$ 200</b>	<b>\$ 241</b>	<b>\$ 1,246</b>

## D Street Improvements

C16102251

## Description and Justification

D Street serves an important role as a gateway between the countryside and Petaluma. The historic residential street is used by up to 9,500 vehicles per day and is traveled along and across by many people on foot and bike, including children and families accessing nearby parks and schools. Unfortunately, D Street was recently identified as part of Sonoma County's High Injury Network, meaning traffic collisions on D Street occur more frequently and with greater injury severity relative to most Sonoma County roads. Our goals with this project are twofold: 1) implement traffic calming fixes that will deliver immediate safety benefits, and 2) seek input on and test street design elements to inform a future road reconstruction project that will take place following sewer and water main replacement projects in 2024.



Project Manager: Bjorn Gripenburg  
Department Rep: Gina Benedetti-Petnic,  
Christopher Bolt

☒ Climate First   ☒ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2021/22

Estimated Completion: FY 2025/26

## Project Costs and Funding Sources

(Dollars in \$000's)

C16102251

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land	3	54	57	500					557
Administration / Legal		2	2		2	2			6
Construction Contracts		100	100		1,000	2,500			3,600
Construction Mgmt		5	5		100	75			180
Contingency		10	10		200	150			360
CIP Overheads		3	3		46	35			84
<b>TOTAL USES</b>	<b>3</b>	<b>174</b>	<b>177</b>	<b>500</b>	<b>1,348</b>	<b>2,762</b>	<b>-</b>	<b>-</b>	<b>\$ 4,787</b>
<b>SOURCES (dollars in \$000)</b>									
Traffic Mitigation Impact Fees		11	11	102	264	172			549
Street Maintenance / Highway Users Tax	3	89	92	103					195
Undetermined <sup>A</sup>			-	369	1,084	2,590			4,043
<b>TOTAL FUNDS</b>	<b>\$ 3</b>	<b>\$ 100</b>	<b>\$ 103</b>	<b>\$ 574</b>	<b>\$ 1,348</b>	<b>\$ 2,762</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,787</b>

<sup>A</sup> 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 Bridge Renovations

C16402252

### Description and Justification

This project involves maintenance and implementation of safety and functional improvements for the city's pedestrian bridges. An initial assessment of the bridges was completed in FY 2022/23 (CIP e16402238) and resulted in recommendations and prioritization of myriad improvements. These include: 1) accessibility improvements to comply with Americans with Disabilities Act (ADA) provisions, 2) safety/structural considerations, and 3) ongoing maintenance needs for these wood and steel structures.

The following bridges are included: Balshaw Bridge at the Turning Basin; Lynch Creek Trail bridge at the 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; three Schollenberger Park Bridges; and Mannion Knoll.



Project Manager: Erica Jacobs  
Department Rep: Gina Benedetti-Petnic,  
Christopher Bolt

☒ Climate First    ☒ Shovel Ready

Start Date: FY 2022/23

Estimated Completion: FY 2024/25

### Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C16402252

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land Administration / Legal	1	5	6	20					26
Construction Contracts		10	10	180	5				5
Construction Mgmt		3	3	18	1,300				1,490
Contingency		2	2	26	100				121
CIP Overheads		1	1	4	300				328
					25				30
<b>TOTAL USES</b>	<b>1</b>	<b>21</b>	<b>22</b>	<b>248</b>	<b>1,730</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ 2,000</b>
<b>SOURCES (dollars in \$000)</b>									
Traffic Mitigation Impact Fees		21	21	80	555				656
Street Maintenance / Highway Users Tax			-	190	1,154				1,344
<b>TOTAL FUNDS</b>	<b>\$ -</b>	<b>\$ 21</b>	<b>\$ 21</b>	<b>\$ 270</b>	<b>\$ 1,709</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000</b>

## Active Transportation Plan &amp; Wayfinding

E16502134

## Description and Justification

This project will update the 2008 Bicycle and Pedestrian Master Plan (which, starting with this update, will be referred to as the "Active Transportation Plan") in coordination with the General Plan Update currently under development.

The Active Transportation Plan is the City's blueprint for infrastructure projects, as well as potential education, encouragement, and enforcement efforts that promote safe walking and bicycling. The Plan involves robust community engagement to solicit feedback on barriers to walking and bicycling. The City will incorporate feedback received through concurrent efforts by Petaluma Equitable Climate Action Coalition (PECAC), which is hosting community listening sessions focused on transportation, and CityThread, which selected Petaluma for technical assistance focused on improving transportation project delivery.

The Wayfinding Program will create a comprehensive plan for directional pedestrian and bicycle signage throughout the city, starting with a first phase leading people to and through Downtown.



Project Manager: Bjorn Gripenburg  
Department Rep: Gina Benedetti-Petnic

☒ Climate First    ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2020/21

Estimated Completion: FY 2023/24

## Project Costs and Funding Sources

(Dollars in \$000's)

E16502134

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	94	80	174	10					184
Administration / Legal		2	2						2
Construction Contracts		40	40						40
Construction Mgmt		2	2						2
Contingency		4	4						4
CIP Overheads		1	1						1
<b>TOTAL USES</b>	<b>94</b>	<b>129</b>	<b>223</b>	<b>10</b>	-	-	-	-	<b>\$ 233</b>
SOURCES (dollars in \$000)									
Traffic Mitigation Impact Fees	53	7	60	16					76
Street Maintenance / Highway Users Tax	47	76	123	34					157
<b>TOTAL FUNDS</b>	<b>\$ 100</b>	<b>\$ 83</b>	<b>\$ 183</b>	<b>\$ 50</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 233</b>

## Caulfield Lane Active Transportation

New

## Description and Justification

Caulfield Lane is a major east-west arterial road and one of just five roads that crosses US-101 in Petaluma, connecting people with schools, parks, shopping, and services. This project will rehabilitate pavement and deliver significant traffic calming, accessibility, and active transportation improvements to a 1.3 mile stretch of Caulfield Lane between Payran Street and Ely Boulevard South. The project will include protected bike lanes, sidewalk gap closures, upgraded curb ramps, signal and intersection improvements, and signalization or a roundabout at the intersection with Ely Boulevard South.

This project will support the City's Vision Zero efforts to eliminate deaths and severe injuries from traffic collision. Caulfield Lane is part of Sonoma County's high-injury network, meaning traffic collisions happen on this road with more frequency and injury severity relative to most Sonoma County roads.



Project Manager: Ken Eichstaedt  
Department Rep: Gina Benedetti-Petnic

☒ Climate First   ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2023/24

Estimated Completion: FY 2024/25

## Project Costs and Funding Sources

(Dollars in \$000's)

## Caulfield Lane Active Transportation

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land			-	225					225
Administration / Legal			-						-
Construction Contracts			-		3,580				3,580
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
<b>TOTAL USES</b>	-	-	-	225	3,580	-	-	-	\$ 3,805
<b>SOURCES (dollars in \$000)</b>									
Street Maintenance / Highway Users Tax			-		500				500
PW Grant- SCTA			-	225	3,080				3,305
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ 225	\$ 3,580	\$ -	\$ -	\$ -	\$ 3,805

## Corona Road and McKenzie Crossings

E16102347

## Description and Justification

Safe active transportation (those traveling via bike, foot, wheelchair, or motorized cart) connectivity across Highway 101 is a critical and compelling need for our community. Improvements at two locations are the subject of this study: Corona Road and the McKenzie pedestrian bridge.

The planned SMART Station Multi-Use Pathway and N. McDowell Blvd improvements will create enhanced connectivity east of the Corona Bridge. This project will evaluate options for enhancing east-west connectivity and improving safety for pedestrians and cyclists on Corona Road as it crosses over Highway 101.

A related project, the McKenzie pedestrian bridge crossing over Highway 101 (located at East Washington Place shopping center and often referred to as "the catwalk"), will also be reviewed for improvements.

The project also involves collaboration with Caltrans and the Sonoma County Transportation Authority (SCTA) to develop project parameters and explore funding options for improving these state-owned highway bridges. The project is funded in large part by a grant from the SCTA.



Project Manager: Ken Eichstaedt, Bjorn Gripenburg  
Department Rep: Gina Benedetti-Petnic

☒ Climate First   ☐ Shovel Ready

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2022/23

Estimated Completion: FY 2023/24

## Project Costs and Funding Sources

(Dollars in \$000's)

E16102347

## USES (dollars in \$000)

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land		50	50	250					300
Administration / Legal			-						-
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
<b>TOTAL USES</b>	-	50	50	250					\$ 300

## SOURCES (dollars in \$000)

Street Maintenance / Highway Users Tax		50	50	250					300
<b>TOTAL FUNDS</b>	\$ -	\$ 50	\$ 50	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ 300



## Bicycle/Pedestrian Wayfinding and Bicycle Parking

New

## Description and Justification

This project will implement bicycle and pedestrian directional/wayfinding signage and bike racks throughout Petaluma on an ongoing basis.

Both elements enhance our efforts to make active transportation (travel via biking, walking, or rolling) more attractive and convenient, thereby promoting more trips by foot and bike and reducing greenhouse gas emissions.



Project Manager: Bjorn Gripenburg  
Department Rep: Gina Benedetti-Petnic

☒ Climate First    ☒ Shovel Ready

Start Date: FY2023/24

Estimated Completion: Ongoing

## Project Costs and Funding Sources

(Dollars in \$000's)

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Bicycle/Pedestrian Wayfinding & Bicycle Parking

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land Administration / Legal			-	2	2				-
Construction Contracts			-	100	50				4
Construction Mgmt			-	5	3				150
Contingency			-	10	5				8
CIP Overheads			-	3	2				15
<b>TOTAL USES</b>	-	-	-	120	62	-	-	-	5
									\$ 182
<b>SOURCES (dollars in \$000)</b>									
Traffic Mitigation Impact Fees			-	30	30				60
Street Maintenance / Highway Users Tax			-	26	62				88
BAAQMD TFCA		34	34						34
<b>TOTAL FUNDS</b>	\$ -	\$ 34	\$ 34	\$ 56	\$ 92	\$ -	\$ -	\$ -	\$ 182

## Payran UST (Underground Storage Tank)

E16082012

## Description and Justification

301 Payran Street is the former site of a city-owned fire station and had a leaking underground storage tank (UST) that required extensive cleanup efforts. Subsurface investigations and remediation work has been conducted at the site, and the City is required to continue remediation and monitoring until approved for closure and completion by the Water Board. The majority of costs to date have been reimbursed by the state cleanup fund and water enterprise funds.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera

Start Date: FY 2012/13

Estimated Completion: FY 2023/24

☒ Climate First   ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

E16082012

## USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
	1,064		1,064						1,064
	60		60						60
	400	150	550	50					600
	46		46						46
			-						-
			-						-
<b>TOTAL USES</b>	1,570	150	1,720	50					\$ 1,770

## SOURCES (dollars in \$000)

General Fund  
PW Grant- State Receipts  
Water Capital

	173		173						173
	777		777						777
	534	150	684	136					820
<b>TOTAL FUNDS</b>	\$ 1,484	\$ 150	\$ 1,634	\$ 136	\$ -	\$ -	\$ -	\$ -	\$ 1,770

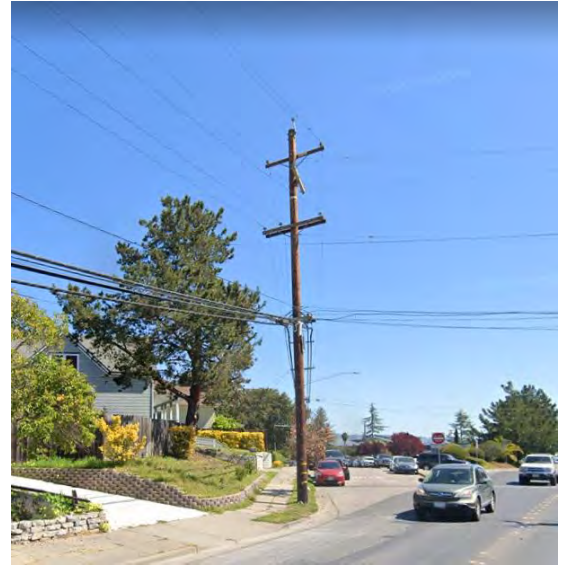
## Utility Undergrounding Study

New

### Description and Justification

Underground District (Rule 20A) projects are safety and aesthetic improvements involving the removal of overhead wires, their supporting poles, and the overhead service drops to individual properties. PG&E, under the Public Utility Commission Rule 20A, was required to allocate funds to communities to move existing overhead wires underground. The funding, which ends in 2023, is given as credits to the City for the PG&E-led work. The City currently has credits banked from past PG&E funding allocations and plans to use these funds to explore the continuation of utility undergrounding along Bodega Avenue. (Note: The PG&E funding does not pay for replacing streetlights when the existing power poles also hold streetlights.)

This study will determine the project area, scope, and feasibility; and will inform coordination efforts with other infrastructure projects (such as water/sewer line replacements and street improvement projects).



Project Manager: Jonathan Sanglerat  
Department Rep: Christopher Bolt, Gina Benedetti-Petnic

☐ Climate First   ☐ Shovel Ready

### Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2022/23

Estimated Completion: TBD

### Project Costs and Funding Sources

(Dollars in \$000's)

Utility Undergrounding Study

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land		55	55						55
Administration / Legal		3	3						3
Construction Contracts		-	-						-
Construction Mgmt		-	-						-
Contingency		-	-						-
CIP Overheads		3	3						3
<b>TOTAL USES</b>	-	61	61	-					\$ 61

SOURCES (dollars in \$000)		Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Total Project Estimate
General Fund- Measure U		61	61						61
PGE On-Bill Financing / Credits									
<b>TOTAL FUNDS</b>	\$ -	\$ 61	\$ 61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61



## Downtown Beautification

New

## Description and Justification

Petaluma's Historic Downtown Business District is a special part of our community, serving as a gathering space, an economic hub, and an important reminder of our history. The Downtown Beautification Project Initiative will create a welcoming physical environment that encourages people to shop, dine, play, and do business downtown through infrastructure improvements that support the City's and Downtown Association's tourism and economic development goals. This could include upgrades to trash receptacles, street furniture, bike racks, tree wells and trees, pedestrian level streetlamps, etc., to allow for a cleaner, safer, more walkable Downtown. While the trash receptacles and bike racks are underway, staff will be working with the Downtown Association to prioritize additional improvements. (See Downtown Public Bathroom project on the next page)



Project Manager: Jonathan Sanglerat  
Department Rep: Ingrid Alverde

Start Date: FY 2023/24

Estimated Completion: FY 2025/26

☒ Climate First   ☐ Shovel Ready

## Operating Impact:

☒ No significant impact

☐ Provide savings

☐ Maintenance costs included in operating budget

☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

## Downtown Beautification

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land			-	75					75
Administration / Legal			-						-
Construction Contracts			-	150					150
Construction Mgmt			-	15					15
Contingency			-	25					25
CIP Overheads			-						-
<b>TOTAL USES</b>	-	-	-	265	-	-	-	-	\$ 265

## SOURCES (dollars in \$000)

General Fund- Measure U			-	265					265
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ 265	\$ -	\$ -	\$ -	\$ -	\$ 265

## Downtown Public Restroom

New

## Description and Justification

This project will install a prefabricated public restroom in the City's downtown area to provide a clean, safe, and sustainable public restroom solution for the community. A study will be completed to identify the most viable location for the restroom based on accessibility, convenience, and safety.



Project Manager: Jonathan Sanglerat  
Department Rep: Christopher Bolt, Brian Cochran

☐ Climate First    ☐ Shovel Ready

Start Date: FY 2022/23

Estimated Completion: FY 2023/24

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_.

### Project Costs and Funding Sources

(Dollars in \$000's)

Downtown Public Restroom

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		45	45	25					70
Administration / Legal			-	3					3
Construction Contracts			-	350					350
Construction Mgmt			-	25					25
Contingency			-	50					50
CIP Overheads		2	2	10					12
<b>TOTAL USES</b>	-	47	47	463	-	-	-	-	510

### SOURCES (dollars in \$000)

General Fund- Measure U		-	510						510
<b>TOTAL</b>	-	-	-	510	-	-	-	-	510

# RECYCLED WATER PROJECTS

## FY 2023-2024

### RECYCLED WATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 23-24

#### PROJECT SUMMARY

Fund 6690.66999

PROJECTS (dollars in \$000)		Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
						FY 24-25	FY 25-26	FY 26-27	FY 27-28	
C66401416	Tertiary Filtration System Expansion	1,164	2,095	3,259	8,494	7,039	-	-	-	18,792
C66401302	Agricultural Recycled Water System - Turnout And Meter Replacements	-	-	-	62	686	-	-	-	748
C66501936	Agricultural Recycled Water System Expansion – Adobe Road/Lakeville	154	195	349	3,770	1,597	-	-	-	5,716
C66501834	Urban Recycled Water System Expansion - Maria Extension/Loop	1,839	173	2,012	455	2,960	-	-	-	5,427
New	Urban Recycled Water System Expansion – Park Irrigation Conversions	-	110	110	170	460	-	-	-	740
TOTAL		\$ 3,157	\$ 2,573	\$ 5,730	\$ 12,951	\$ 12,742	\$ -	\$ -	\$ -	\$ 31,423

#### SOURCES (dollars in \$000)

Waste Water Capital	\$ 1,320	\$ 2,101	\$ 3,421	\$ 9,612	\$ 3,221	\$ -	\$ -	\$ -	\$ 16,254
Water Capital	1,921	201	2,122	345	2,900	-	-	-	5,367
Dept. of Water Resources Grant	-	188	188	2,994	5,220	-	-	-	8,402
Grant	-	-	-	-	1,400	-	-	-	1,400
TOTAL	\$ 3,241	\$ 2,490	\$ 5,731	\$ 12,951	\$ 12,741	\$ -	\$ -	\$ -	\$ 31,423

# Tertiary Filtration System Expansion

C66401416

## Description and Justification

The Ellis Creek Water Recycling Facility can process (treat and recycle) up to 5.0 million gallons per day (MGD). There is more demand for the recycled water than supply, and the demand for recycled water is expected to increase. This project will expand the system's capacity to produce up to 6.8 MGD by adding pumping capacity, two cloth media filters, and a third ultraviolet (UV) light treatment system within an existing channel. The project will be constructed in phases. While most of the project's funding is through Wastewater Capital, the City has been awarded \$3.6M from the CA Department of Water Resources and \$4.7M from the US Bureau of Reclamation, both through a partnership with the North Bay Water Reuse Authority (NBWRA). The first phases of work for the UV system are scheduled to begin early 2023, the filtration system phase is planned to begin late 2023 or early 2024.



Project Manager: Josh Minshall  
Department Rep: Christopher Bolt

☒ Climate First ☒ Shovel Ready

### Operating Impact:

- ☐ No significant impact
- ☒ Provide savings
- ☐ Maintenance costs included in operating budget
- ☐ Other: \_\_\_\_\_

Start Date: FY2014/15 - Summer 2015  
Estimated Completion: FY2024/25

## Project Costs and Funding Sources

(Dollars in \$000's)

C66401416

### USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	1,141	400	1,541	180	30				1,751
Administration / Legal		6	6	8	2				16
Construction Contracts		1,163	1,163	5,793	5,390				12,346
Construction Mgmt	1	200	201	900	400				1,501
Contingency		291	291	1,448	1,078				2,817
CIP Overheads	22	35	57	165	139				361
<b>TOTAL USES</b>	<b>\$ 1,164</b>	<b>\$ 2,095</b>	<b>\$ 3,259</b>	<b>\$ 8,494</b>	<b>\$ 7,039</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,792</b>

### SOURCES (dollars in \$000)

Waste Water Capital  
DWR Grant via NBWRA

	1,165	2,094	3,259	8,494	2,339				14,092
			-		4,700				4,700
<b>TOTAL FUNDS</b>	<b>\$ 1,165</b>	<b>\$ 2,094</b>	<b>\$ 3,259</b>	<b>\$ 8,494</b>	<b>\$ 7,039</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,792</b>

# 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. The system currently serves approximately 870 acres of agricultural land and 340 acres of golf courses, parks, and greenbelts. During the dry weather season, the City distributes water to recycled irrigation customers. The existing turnouts (recycled water main connection and meter set) are nearing the end of their useful lives, having been in service for over 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 the completion of the Integrated Water Master Plan.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera, Jasmine Diaz

☒ Climate First ☐ Shovel Ready

Start Date: FY 2023/24  
Estimated Completion: FY 2024/25

## Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

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

C66401302

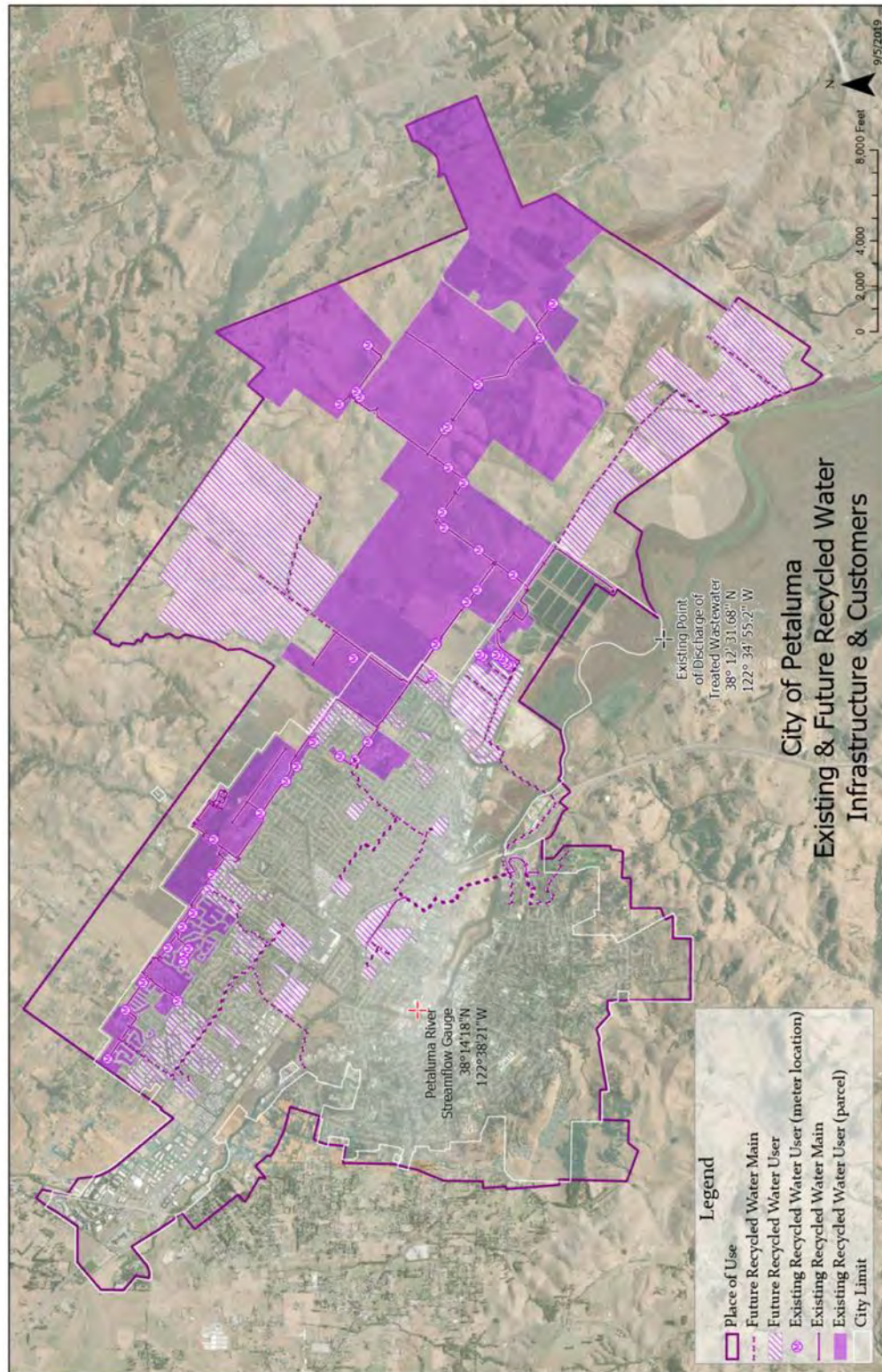
	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land			-	48					48
Administration / Legal			-	11					11
Construction Contracts			-		592				592
Construction Mgmt			-		36				36
Contingency			-		55				55
CIP Overheads			-	3	3				6
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ 62	\$ 686	\$ -	\$ -	\$ -	\$ 748

## SOURCES (dollars in \$000)

Waste Water Capital			-	62	686				748
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ 62	\$ 686	\$ -	\$ -	\$ -	\$ 748



# Existing and Future Recycled Water Infrastructure and Customers



# Agricultural Recycled Water System Expansion – Adobe Road/Lakeville

C66501936

## Description and Justification

This project is part of the City's plan to expand the Ellis Creek Water Recycling Facility (ECWRF) recycled water system to increase its ability to offer recycled water to agricultural customers. The City has been granted state funding for construction of the recycled water pipeline from the Department of Water Resources. The City has also received additional funding through its partnership and collaboration with the North Bay Water Reuse Authority (NBWRA).



Project Manager: Dan Herrera  
Department Rep: Dan Herrera, Jasmine Diaz

☒ Climate First    ☒ Shovel Ready

Start Date: FY2019/20 - Fall 2019  
Estimated Completion: FY 2024/25

### Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C66501936

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land	148	188	336	200					536
Administration / Legal		2	2		10				12
Construction Contracts			-	2,925	1,100				4,025
Construction Mgmt	1		1	145	150				296
Contingency			-	435	327				762
CIP Overheads	5	5	10	65	10				85
<b>TOTAL USES</b>	\$ 154	\$ 195	\$ 349	\$ 3,770	\$ 1,597	\$ -	\$ -	\$ -	\$ 5,716

### SOURCES (dollars in \$000)

Waste Water Capital	155	7	162	1,056	196				1,414
UMDR grant		188	188	2,714					2,902
Reclamation Title XVI grant			-		1,400				1,400
<b>TOTAL FUNDS</b>	\$ 155	\$ 195	\$ 350	\$ 3,770	\$ 1,596	\$ -	\$ -	\$ -	\$ 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 city-owned parks. The City has recently completed installation of a recycled water main within Maria Drive and connected several parks and landscape assessment districts (LADs). Additional project phases include (1) pipeline extensions to connect Lucchesi Park, (2) a northern pipeline along Corona Creek to create a loop for redundancy and resiliency, and (3) a pipeline extension down Rainier Avenue towards North McDowell Blvd for future recycled water services. The City has received federal grants for this project through its partnership with the North Bay Water Reuse Authority (NBWRA).



Project Manager: Dan Herrera  
Department Rep: Dan Herrera

☒ Climate First   ☐ Shovel Ready

Start Date: FY2019/20 - Fall 2019  
Estimated Completion: FY 2024/25

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C66501834

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land	39	40	79	160					239
Administration / Legal		5	5	6	5				16
Construction Contracts	1,684	121	1,805	200	2,250				4,255
Construction Mgmt	87	2	89	30	230				349
Contingency			-	50	440				490
CIP Overheads	29	5	34	9	35				78
<b>TOTAL USES</b>	<b>\$ 1,839</b>	<b>\$ 173</b>	<b>\$ 2,012</b>	<b>\$ 455</b>	<b>\$ 2,960</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,427</b>

## SOURCES (dollars in \$000)

Water Capital	1,921	91	2,012	175	2,440				4,627
Bureau of Reclamation			-	280	520				800
<b>TOTAL FUNDS</b>	<b>\$ 1,921</b>	<b>\$ 91</b>	<b>\$ 2,012</b>	<b>\$ 455</b>	<b>\$ 2,960</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,427</b>

# Urban Recycled Water System Expansion – Park Irrigation Conversions

C66502347

## 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. This project was created to perform conversions of irrigation systems near recently installed recycled water mains. This project involves converting park irrigation systems to comply with regulations associated with recycled water use, including the replacement of sprinkler heads, valve boxes, and signage to indicate the use of recycled water at each site.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera

☒ Climate First    ☒ Shovel Ready

Start Date: FY 2022/23

Estimated Completion: FY 2024/25

## Project Costs and Funding Sources

(Dollars in \$000's)

### Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

C66502347

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land			-	10	15				25
Administration / Legal		5	5	4	4				13
Construction Contracts		75	75	100	350				525
Construction Mgmt		10	10	20	25				55
Contingency		15	15	25	40				80
CIP Overheads		5	5	11	26				42
<b>TOTAL USES</b>	\$ -	\$ 110	\$ 110	\$ 170	\$ 460	\$ -	\$ -	\$ -	\$ 740

### SOURCES (dollars in \$000)

Water Capital		110	110	170	460				740
<b>TOTAL FUNDS</b>	\$ -	\$ 110	\$ 110	\$ 170	\$ 460	\$ -	\$ -	\$ -	\$ 740



## SURFACE WATER PROJECTS

### FY 2023-2024

#### SURFACE WATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 23-24

##### PROJECT SUMMARY

Fund 3160.31600

		Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
						FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>PROJECTS (dollars in \$000)</b>										
C16301518	Old Corona Road Water Quality Mitigation	114	64	178	2,489	-	-	-	-	2,667
C16501931	Storm Drain Trash Capture Device Pilot	4	37	41	676	-	-	-	-	717
C16502254	Wilson Stormwater Pump Station & Outfall Upgrades	-	267	267	966	386	-	-	-	1,619
New	Corona Creek Flood Reduction and Habitat Enhancement	-	-	-	50	354	247	-	-	651
c16302255	960 Lakeville Drainage Improvements	-	199	199	741	-	-	-	-	940
<b>TOTAL</b>		\$ 118	\$ 567	\$ 685	\$ 4,922	\$ 740	\$ 247	\$ -	\$ -	\$ 6,594

##### SOURCES (dollars in \$000)

Storm Drainage Impact Fees	\$ 33	\$ 486	\$ 519	\$ 2,400	\$ 386	\$ -	\$ -	\$ -	\$ 3,305
Caltrans Co-op Agreement	1,379	-	1,379	1,259	-	-	-	-	2,638
Undetermined	-	-	-	50	354	247	-	-	651
<b>TOTAL</b>	\$ 1,412	\$ 486	\$ 1,898	\$ 3,709	\$ 740	\$ 247	\$ -	\$ -	\$ 6,594

## Old Corona Road Water Quality Mitigation

C16301518

## Description and Justification

In 2017, the City partnered with Caltrans on a stormwater treatment project to mitigate the water quality impacts following the widening of Highway 101. The project includes a flow diversion structure to direct flow from an existing drainage ditch into a proposed bio-retention basin. After evaluation, the Water Quality Control Board (WQCB) requested the City redesign and include additional treatment areas. Potential alternative sites under consideration include Petaluma Blvd South and a segment of Lakeville Hwy CA-116 near the Ellis Creek Water Recycling Facility. This project will be fully funded by Caltrans.



Project Manager: Josh Minshall  
Department Rep: Gina Benedetti-Petnic

☒ Climate First    ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY2014/15 - Fall 2014  
 Estimated Completion: FY 2023/2024

## Project Costs and Funding Sources

(Dollars in \$000's)

C16301518

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	110	60	170	290					460
Administration / Legal			-	6					6
Construction Contracts			-	1,500					1,500
Construction Mgmt	1		1	375					376
Contingency			-	270					270
CIP Overheads	3	4	7	48					55
<b>Sonoma County Contribution</b>	<b>114</b>	<b>\$ 64</b>	<b>\$ 178</b>	<b>\$ 2,489</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,667</b>
<b>SOURCES (dollars in \$000)</b>									
Storm Drainage Impact Fees	29		29						29
Caltrans Co-op Agreement	1,379		1,379	1,259					2,638
<b>TOTAL FUNDS</b>	<b>1,408</b>	<b>\$ -</b>	<b>\$ 1,408</b>	<b>\$ 1,259</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,667</b>

## Storm Drain Trash Capture Device Pilot

C16501931

## Description and Justification

This year, new requirements were issued from the State Water Resource Control Board to reduce the amount of trash that makes its way into the City's waterways, the Petaluma River, and eventually the San Francisco Bay. The City is creating a compliance plan, which will include the installation of trash capture devices in various locations in the City's storm drainage system. After the project launch, staff will assess the effectiveness, quality, operational impacts, and maintenance costs of a comprehensive trash capture system. The City has applied for funding from an Environmental Protection Agency (EPA) grant for a cost split up to \$261,017 and is awaiting the results as of December 2022. The trash capture pilot is part of the initial compliance requirements. A future project will be necessary to implement the final compliance efforts for trash capture.



Project Manager: Josh Minshall  
Department Rep: Jasmine Diaz/Gina Benedetti-Petnic

☒ Climate First   ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY2018/19

Estimated Completion: FY 2023/24

## Project Costs and Funding Sources

(Dollars in \$000's)

C16501931

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land	2	35	37	35					72
Administration / Legal		1	1	4					5
Construction Contracts			-	500					500
Construction Mgmt	2		2	32					34
Contingency			-	90					90
CIP Overheads		1	1	15					16
<b>TOTAL USES</b>	<b>4</b>	<b>\$ 37</b>	<b>\$ 41</b>	<b>\$ 676</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 717</b>

## SOURCES (dollars in \$000)

Storm Drainage Impact Fees	4	20	24	693					717
<b>TOTAL FUNDS</b>	<b>4</b>	<b>\$ 20</b>	<b>\$ 24</b>	<b>\$ 693</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 717</b>



## Wilson Stormwater Pump Station &amp; 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 older and requires high levels of maintenance. Full electrification is being explored (currently the engines consume natural gas). This project will ensure the pump station is in good working order for high rainfall events, helping to prevent flooding through the rest of the winter, until the equipment can be replaced.



Project Manager: Kristin Arnold  
Department Rep: Christopher Bolt, Dan Herrera

☒ Climate First   ☐ Shovel Ready

Start Date: FY 2021/22

Estimated Completion: FY 2024/25

## Project Costs and Funding Sources

(Dollars in \$000's)

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

C16502254

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		200	200	80					280
Administration / Legal		2	2	4	4				10
Construction Contracts		50	50	700	300				1,050
Construction Mgmt		5	5	70	30				105
Contingency		5	5	105	45				155
CIP Overheads		5	5	7	7				19
<b>TOTAL USES</b>	-	\$ 267	\$ 267	\$ 966	\$ 386	\$ -	\$ -	\$ -	\$ 1,619

## SOURCES (dollars in \$000)

Storm Drainage Impact Fees		267	267	966	386				1,619
<b>TOTAL FUNDS</b>	-	\$ 267	\$ 267	\$ 966	\$ 386	\$ -	\$ -	\$ -	\$ 1,619



## Corona Creek Flood Reduction and Habitat Enhancement

New

## Description and Justification

This project, originally conceived to restore and maintain Corona Creek from Sonoma Mountain Parkway to Kenilworth Junior High at Riesling Road, now proposes to perform a detailed hydraulic study of the area including the adjacent Capri Creek improvements, which have never been modeled to date. Utilizing the City's new flood model, this study will assess and provide recommendations for a more comprehensive storm water/flood mitigation project. The primary objective is to address the present condition of the creek and restore it to design storm capacity, enhance water quality, and reduce out-of-bank flows that have occurred just upstream of the Sonoma Mountain Parkway crossing. A conceptual design will be developed, based on existing contours and opportunity sites for widening, meandering, and slowing the peak storm flows. Currently the funding source is undetermined, but staff is seeking both state and Sonoma Water (Zone 2A) funding.



Project Manager: Gina Benedetti-Petnic  
Department Rep: Dan Herrera

☒ Climate First   ☐ Shovel Ready

Start Date: FY 2023/24

Estimated Completion: FY 2025/26

## Operating Impact:

☐ No significant impact

☐ Provide savings

☒ Maintenance costs included in operating budget

☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

Corona Creek Flood Reduction and Habitat Enhancement					Projected Budgets				Total Project Estimate
USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land			-	50	35				85
Administration / Legal			-		9	2			11
Construction Contracts			-		250	200			450
Construction Mgmt			-		25	20			45
Contingency			-		25	20			45
CIP Overheads			-		10	5			15
<b>TOTAL USES</b>	-	\$ -	\$ -	\$ 50	\$ 354	\$ 247	\$ -	\$ -	\$ 651
<b>SOURCES (dollars in \$000)</b>									
Undetermined <sup>A</sup>			-	50	354	247			651
<b>TOTAL FUNDS</b>	-	\$ -	\$ -	\$ 50	\$ 354	\$ 247	\$ -	\$ -	\$ 651

<sup>A</sup> 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.

## 960 Lakeville Drainage Improvements

C16302255

## Description and Justification

This project is located immediately adjacent to 960 Lakeville St. and will help improve stormwater flow and reduce flooding in this low-lying area just east of the Petaluma River. Drainage channel work is proposed for this project based on a 2022 study that was performed to assess the drainage issues and provide design recommendations. The project will include the removal of vegetation that hampers water flow, the installation of a new property fence, and re-grading the relatively flat site to prevent water from overflowing and creating traffic safety issues.



Project Manager: Erica Jacobs  
Department Rep: Gina Benedetti-Petric

☐ Climate First    ☐ Shovel Ready

Start Date: FY 2022/23

Estimated Completion: FY 2023/24

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

c16302255

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		195	195	20					215
Administration / Legal		2	2	3					5
Construction Contracts			-	550					550
Construction Mgmt			-	55					55
Contingency			-	100					100
CIP Overheads		2	2	13					15
<b>TOTAL USES</b>	-	\$ 199	\$ 199	\$ 741	\$ -	\$ -	\$ -	\$ -	\$ 940
<b>SOURCES (dollars in \$000)</b>									
Storm Drainage Impact Fees		199	199	741					940
<b>TOTAL FUNDS</b>	-	\$ 199	\$ 199	\$ 741	\$ -	\$ -	\$ -	\$ -	\$ 940

# TRANSIT PROJECTS

## FY 2023-2024

### TRANSIT CAPITAL IMPROVEMENT PROGRAM BUDGET FY 23-24

#### PROJECT SUMMARY

Fund 6590.65999

PROJECTS (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
C65202110 Transit Admin Building Roof Overlay	-	19	19	111	-	-	-	-	130
C65502211 Bus Stop Improvements	6	60	66	80	80	80	80	80	466
C65502212 Transit Facility Gate Automation	-	26	26	207	-	-	-	-	233
C65502214 Transit Facility Electrification	-	152	152	1,349	-	-	-	-	1,501
<b>TOTAL</b>	\$ 6	\$ 257	\$ 263	\$ 1,747	\$ 80	\$ 80	\$ 80	\$ 80	\$ 2,330

#### SOURCES (dollars in \$000)

TDA Transit Capital	\$ -	\$ 132	132	\$ 304	\$ 62	\$ 62	\$ 62	\$ 62	\$ 684
Federal Transit Administration	\$ -	\$ -	-	182	-	-	-	-	182
Traffic Mitigation Impact Fees	\$ -	\$ 14	14	18	18	18	18	18	104
PG&E EV Fleet Ready Program	\$ -	\$ -	-	420	-	-	-	-	420
Transit and Intercity Rail Capital Program	\$ -	\$ 117	117	823	-	-	-	-	940
<b>TOTAL</b>	\$ -	\$ 263	\$ 263	\$ 1,747	\$ 80	\$ 80	\$ 80	\$ 80	\$ 2,330

## 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 Manager: Diane Ramirez  
Department Rep: Jared Hall

☐ Climate First    ☐ Shovel Ready

Start Date: FY 2022/23

Estimated Completion: FY 2023/24

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C65202110

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		17	17						17
Administration / Legal			-	2					2
Construction Contracts			-	80					80
Construction Mgmt			-	10					10
Contingency			-	15					15
CIP Overheads		2	2	4					6
<b>TOTAL USES</b>	-	19	19	111	-	-	-	-	130

## SOURCES (dollars in \$000)

TDA Transit Capital		19	19	64					83
Federal Transit Administration			-	47					47
<b>TOTAL FUNDS</b>	-	19	19	111	-	-	-	-	130

## Bus Stop Improvements

C65502211

### Description and Justification

This project expands the sidewalk width in front of bus stops to improve accessibility for wheelchair users and adds features for passenger comfort like shelters, benches, trash cans, and bike racks. By making bus stops more comfortable and accessible, the City aims to increase bus ridership and reduce greenhouse gas emissions from transportation.



Project Manager: Bjorn Gripenburg  
Department Rep: Jared Hall

Start Date: FY 2022/23  
Estimated Completion: Ongoing

☒ Climate First   ☒ Shovel Ready

### Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C65502211

					Projected Budgets				Total Project Estimate
USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land Administration / Legal			-	5	5	5	5	5	25
Construction Contracts	6	60	66	62	62	62	62	62	376
Construction Mgmt			-	3	3	3	3	3	15
Contingency			-	7	7	7	7	7	35
CIP Overheads			-	2	2	2	2	2	10
<b>TOTAL USES</b>	6	60	66	80	80	80	80	80	466
SOURCES (dollars in \$000)									
TDA Transit Capital		52	52	62	62	62	62	62	362
Traffic Mitigation Impact Fees		14	14	18	18	18	18	18	104
<b>TOTAL FUNDS</b>	-	66	66	80	80	80	80	80	466



## Transit Facility Gate Automation

C65502212

## Description and Justification

This project continues improvements already made to the Transit Facility on N. McDowell Blvd in FY21 by initiating the planning and design phase work to replace the current fencing system. The existing fence is deteriorating, and the proposed automated fencing will be both more durable and more secure.



Project Manager: Mary White  
Department Rep: Jared Hall

☐ Climate First   ☐ Shovel Ready

Start Date: FY 2022/23

Estimated Completion: FY 2023/24

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C65502212

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		22	22						22
Administration / Legal		2	2	2					4
Construction Contracts			-	155					155
Construction Mgmt			-	15					15
Contingency			-	30					30
CIP Overheads		2	2	5					7
<b>TOTAL USES</b>	-	26	26	207	-	-	-	-	233

**SOURCES (dollars in \$000)**

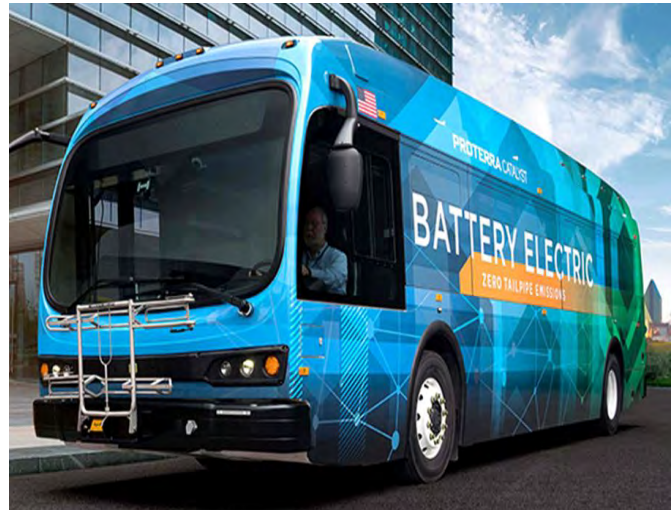
TDA Transit Capital		26	26	137					163
FTA 5307 TCP			-	70					70
<b>TOTAL FUNDS</b>	-	26	26	207	-	-	-	-	233

## Transit Facility Electrification

C65502214

## Description and Justification

As Petaluma Transit begins its transition to an all-electric fleet, starting with the expected arrival of four battery-electric buses in late 2023, the City will need to install charging stations at its bus yard. City staff will work with PG&E to ensure the local grid can accommodate future bus charging needs and that our infrastructure is prepared for the continued electrification of Petaluma's bus fleet over time. This project is fully funded, with the majority of funding coming through the California State Transportation Agency's Transit and Intercity Rail Capital Program. The City will also receive rebates from PG&E for participating in its EV Fleet Program Center.



Project Manager: Bjorn Gripenburg  
Department Rep: Jared Hall

☒ Climate First   ☒ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2022/23

Estimated Completion: FY 2023/24

## Project Costs and Funding Sources

(Dollars in \$000's)

C65502214

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		33	33						33
Administration / Legal		2	2	2					4
Construction Contracts		100	100	1,040					1,140
Construction Mgmt		5	5	52					57
Contingency		10	10	231					241
CIP Overheads		2	2	24					26
<b>TOTAL USES</b>	-	152	152	1,349	-	-	-	-	1,501
<b>SOURCES (dollars in \$000)</b>									
TDA Transit Capital		35	35	41					76
FTA 5307 TCP			-	65					65
PG&E EV Fleet Ready Program			-	420					420
Transit and Intercity Rail Capital Program		117	117	823					940
<b>TOTAL FUNDS</b>	-	152	152	1,349	-	-	-	-	1,501





## WASTEWATER UTILITY PROJECTS

### FY 2023-2024

**WASTEWATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 23-24****PROJECT SUMMARY**

Fund 6690.66999

PROJECTS (dollars in \$000)		Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
						FY 24-25	FY 25-26	FY 26-27	FY 27-28	
C66501003	Manhole Rehabilitation	484	-	484	350	-	356	-	356	1,546
C66501518	CNG Fueling Station at Ellis Creek	7,584	82	7,666	305	-	-	-	-	7,971
C66501840	Chemical System Upgrade at Ellis Creek	17	306	323	3,088	4,527	-	-	-	7,938
C66401728	Ellis Creek High Strength Waste Facilities	6,593	93	6,686	220	-	-	-	-	6,906
C66402245	Sewer Main Replacement- Payran and Madison	-	45	45	3,000	-	-	-	-	3,045
C66402348	Sewer Main Replacement - Howard Street and Various Locations	-	55	55	1,580	1,463	-	-	-	3,098
New	Sewer Main Replacement- D Street	-	-	-	628	2,466	-	-	-	3,094
Projected	Sewer Main Replacement Program	-	-	-	-	-	2,500	2,500	2,500	7,500
C66501923	Oakmead, Redwood, And Outlet Mall Lift Station Upgrades	-	-	-	-	-	-	960	1,880	2,840
C66502032	PIPS Forcemain Replacement	447	328	775	3,478	14,407	-	-	-	18,660
C66501930	Replace PIPS High Capacity Pumps	1	30	31	370	2,499	-	-	-	2,900
C66502042	C Street Lift Station and Collection System Upgrades	180	-	180	115	1,100	2,905	-	-	4,300
C66402246	Sewer Forcemain Replacement Program	-	-	-	112	450	313	-	-	875
C66501838	Ellis Creek Outfall Replacement	771	353	1,124	1,790	-	-	-	-	2,914
C66402144	Corp Yard Master Plan	-	142	142	260	125	-	-	-	527
C66402349	Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab	-	367	367	329	3,923	-	-	-	4,619
New	Ellis Creek Water Recycling Facility Energy Plan	-	55	55	430	560	500	-	-	1,545
<b>TOTAL</b>		<b>\$ 16,077</b>	<b>\$ 1,856</b>	<b>\$ 17,933</b>	<b>\$ 16,055</b>	<b>\$ 31,520</b>	<b>\$ 6,574</b>	<b>\$ 3,460</b>	<b>\$ 4,736</b>	<b>\$ 80,278</b>

**SOURCES (dollars in \$000)**

California Energy Comm Grant	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000
Developer Contribution	\$ 373	\$ -	\$ 373	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 373
Waste Water Capital	12,818	1,727	14,545	16,200	31,395	6,290	3,460	4,736	76,626
Water Capital	-	40	40	239	-	-	-	-	279
<b>TOTAL</b>	<b>\$ 16,191</b>	<b>\$ 1,767</b>	<b>\$ 17,958</b>	<b>\$ 16,439</b>	<b>\$ 31,395</b>	<b>\$ 6,290</b>	<b>\$ 3,460</b>	<b>\$ 4,736</b>	<b>\$ 80,278</b>

## Manhole Rehabilitation

C66501003

### Description and Justification

Many of the City's older manholes were constructed with brick and mortar. The interior surfaces of these brick manholes are deteriorating, and the mortar is eroding. This leads to high surface water (groundwater and stormwater) intrusion, otherwise known as infiltration and inflows (I&I). There are currently approximately 80 brick manholes in need of replacement throughout the wastewater collection system. This ongoing CIP project will replace priority manholes identified by operations staff and as informed by the Sewer Master Plan.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera

☐ Climate First    ☒ Shovel Ready

Start Date: FY 2010/11 - Spring 2011  
Estimated Completion: Ongoing

### Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C66501003

	Actual Life to Date thru FY 22	Estimate FY 22-23	Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land	28		28	15		15		15	73
Administration / Legal	2		2	5		2		2	11
Construction Contracts	411		411	250		250		250	1,161
Construction Mgmt	34		34	30		30		30	124
Contingency			-	40		50		50	140
CIP Overheads	9		9	10		9		9	37
<b>TOTAL USES</b>	\$ 484	\$ -	\$ 484	\$ 350	\$ -	\$ 356	\$ -	\$ 356	\$ 1,546
<b>SOURCES (dollars in \$000)</b>									
Waste Water Capital	484		484	350		356		356	1,546
<b>TOTAL FUNDS</b>	\$ 484	\$ -	\$ 484	\$ 350	\$ -	\$ 356	\$ -	\$ 356	\$ 1,546

## 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 the facility currently uses 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 Recology vehicles. The City obtained grant funds from the California Energy Commission (CEC) for the construction of the CNG facilities, with the remainder of the funding coming from Waste Water Capital. Work completed in FY 22-23 included obtaining final Bay Area Air Quality Management District (BAAQMD) permits. Efforts are ongoing to continue testing of the system, finalizing the purchase agreement with Recology, and beginning data collection to comply with CEC grant funding requirements.



Project Manager: Kristin Arnold  
Department Rep: Jasmine Diaz, Christopher Bolt

Start Date: FY 2015/16 - Fall 2015  
Estimated Completion: FY 2023/24

☒ Climate First   ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C66501518

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land Administration / Legal	1,368	25	1,393	129					1,522
Construction Contracts	5,708	35	5,743	150					5,893
Construction Mgmt	402	20	422	20					442
Contingency			-						-
CIP Overheads	106	2	108	6					114
<b>TOTAL USES</b>	<b>\$ 7,584</b>	<b>\$ 82</b>	<b>\$ 7,666</b>	<b>\$ 305</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,971</b>

## SOURCES (dollars in \$000)

California Energy Comm Grant	3,000		3,000						3,000
Waste Water Capital	4,394	60	4,454	517					4,971
<b>TOTAL FUNDS</b>	<b>\$ 7,394</b>	<b>\$ 60</b>	<b>\$ 7,454</b>	<b>\$ 517</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,971</b>

## Chemical System Upgrade at Ellis Creek

C66501840

## Description and Justification

This project will upgrade chemical, mechanical, and electrical equipment used to disinfect and dechlorinate effluent flows prior to discharging to the Petaluma River. The existing equipment is more than 25 years old and must be upgraded to comply with current regulations and safety standards while also improving chemical efficiency. This project improves system reliability and includes the following elements:

- replacing and relocating the hypochlorite dosing system
- upgrading the chemical storage building
- replacing switchgears, a motor control center, and an emergency power back up system
- improving the chlorine contact basin
- upgrading roadways for large delivery trucks
- demolishing an old, unused pump station



Project Manager: Kristin Arnold  
Department Rep: Jasmine Diaz, Christopher Bolt

☐ Climate First    ☐ Shovel Ready

Start Date: FY 2017/18 - Summer 2018

Estimated Completion: FY 2024/25

## Project Costs and Funding Sources

(Dollars in \$000's)

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

C66501840

## USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

	Actual Life to Date thru FY 22	Estimate FY 22-23	Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
	15	300	315	565					880
			-						-
			-	2,000	3,600				5,600
	1		1	200	360				561
			-	300	540				840
	1	6	7	23	27				57
<b>TOTAL USES</b>	<b>\$ 17</b>	<b>\$ 306</b>	<b>\$ 323</b>	<b>\$ 3,088</b>	<b>\$ 4,527</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,938</b>

## SOURCES (dollars in \$000)

Waste Water Capital

	21	302	323	3,088	4,527				7,938
<b>TOTAL FUNDS</b>	<b>\$ 21</b>	<b>\$ 302</b>	<b>\$ 323</b>	<b>\$ 3,088</b>	<b>\$ 4,527</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,938</b>



## Ellis Creek High Strength Waste Facilities

C66401728

## Description and Justification

This project will repurpose existing equipment at the Ellis Creek Water Recycling Facility to receive, blend, and treat waste from local industries that have high amounts of difficult to treat waste (called high-strength waste). The project will also add a press to remove water from sludge waste. The design of this project began in FY 16/17, and construction for this Waste Water Capital-funded project was mostly completed in FY 20/21, in conjunction with the Compressed Natural Gas (CNG) fueling project (CIP # C66501518). Bay Area Air Quality Management District (BAAQMD) permits were acquired in 2022. Ongoing work includes continued testing of the system, corrections to the receiving pump station, and data collection to comply with California Energy Commission (CEC) grant funding requirements.



Project Manager: Kristin Arnold  
Department Rep: Jasmine Diaz, Christopher Bolt

☒ Climate First   ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2016/17 - Summer 2016

Estimated Completion: FY 2023/24

## Project Costs and Funding Sources

(Dollars in \$000's)

C66401728

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	1,103	50	1,153	125					1,278
Administration / Legal		1	1	1					2
Construction Contracts	5,200	30	5,230	70					5,300
Construction Mgmt	213	10	223	18					241
Contingency			-						-
CIP Overheads	77	2	79	6					85
<b>TOTAL USES</b>	<b>\$ 6,593</b>	<b>\$ 93</b>	<b>\$ 6,686</b>	<b>\$ 220</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,906</b>

## SOURCES (dollars in \$000)

Waste Water Capital	6,594	92	6,686	220					6,906
<b>TOTAL FUNDS</b>	<b>\$ 6,594</b>	<b>\$ 92</b>	<b>\$ 6,686</b>	<b>\$ 220</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,906</b>

## Sewer Main Replacement- Payran and Madison

C66402245

## Description and Justification

Operations staff identified multiple sewer mains that need replacement and repair in the Payran and Madison area. The project will replace sewer mains within roadways and backyard easements using both open trench and pipe-bursting construction methods. To maximize efficiency and minimize disruption and costs, city staff prioritizes areas where water and sewer main replacement needs are in proximity. With this goal in mind, the project will be completed in conjunction with a water main replacement project in the same area.



Project Manager: George Howard  
Department Rep: Dan Herrera

☐ Climate First    ☒ Shovel Ready

Start Date: FY 2021/22

Estimated Completion: FY 2023/24

## Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C66402245

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		35	35						35
Administration / Legal		8	8	7					15
Construction Contracts			-	2,400					2,400
Construction Mgmt			-	210					210
Contingency			-	360					360
CIP Overheads		2	2	23					25
<b>TOTAL USES</b>	\$ -	\$ 45	\$ 45	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,045

## SOURCES (dollars in \$000)

Waste Water Capital		45	45	3,000					3,045
<b>TOTAL FUNDS</b>	\$ -	\$ 45	\$ 45	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,045



## Sewer Main Replacement – Howard Street and Various Locations

C66402348

## Description and Justification

In conjunction with the City's upcoming paving projects, staff have identified various sewer mains within the paving project boundaries that require replacement. In addition, staff have identified various locations of failed sewer main pipelines that have high maintenance requirements and are a high risk of causing backups of the wastewater collection system. These project locations are prioritized for replacement.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera

☐ Climate First    ☐ Shovel Ready

Start Date: FY 2022/23

Estimated Completion: FY 2024/25

## Project Costs and Funding Sources

(Dollars in \$000's)

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

c66402348

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land		45	45	115					160
Administration / Legal		5	5	5	3				13
Construction Contracts			-	1,100	1,100				2,200
Construction Mgmt			-	95	95				190
Contingency			-	235	235				470
CIP Overheads		5	5	30	30				65
<b>TOTAL USES</b>	\$ -	\$ 55	\$ 55	\$ 1,580	\$ 1,463	\$ -	\$ -	\$ -	\$ 3,098

## SOURCES (dollars in \$000)

Waste Water Capital		55	55	1,580	1,463				3,098
<b>TOTAL FUNDS</b>	\$ -	\$ 55	\$ 55	\$ 1,580	\$ 1,463	\$ -	\$ -	\$ -	\$ 3,098

## Sewer Main Replacement - D Street

New

## Description and Justification

This project replaces sewer mains within D Street and its connecting streets. This sewer main is a transmission main delivering wastewater from the surrounding areas to the C Street Lift Station. However, it is undersized and has a history of capacity issues at the intersection of Brown Court. 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 (inflow and infiltration, or I&I). The project limits are from Petaluma Blvd South to Sunny Slope Ave. As the City prioritizes areas with nearby water and sewer main replacement needs to maximize efficiency and minimize disruption and costs, the City will complete this project in conjunction with a water main replacement project in the same area.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera

☐ Climate First   ☐ Shovel Ready

Start Date: FY 2023/24

Estimated Completion: FY 2024/25

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

Sewer Main Replacement- D Street

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land			-	220					220
Administration / Legal			-	8	6				14
Construction Contracts			-	300	1,900				2,200
Construction Mgmt			-	30	150				180
Contingency			-	60	360				420
CIP Overheads			-	10	50				60
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ 628	\$ 2,466	\$ -	\$ -	\$ -	\$ 3,094

### SOURCES (dollars in \$000)

Waste Water Capital			-	628	2,466				3,094
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ 628	\$ 2,466	\$ -	\$ -	\$ -	\$ 3,094

## Sewer Main Replacement Program

### Description and Justification

This is the projected future program for sewer main replacements within the City's aging wastewater collection system. To help eliminate groundwater intrusion and ensure the integrity of the collection system, the City will install new sewer mains and lateral connections. The sewer replacement project for FY 23/24 is included separately in this CIP budget. Projects for FY 24/25 through FY 26/27 will be identified and prioritized as part of the Sewer Master Plan project.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera

☐ Climate First   ☐ Shovel Ready

**Start Date:** Ongoing

**Estimated Completion:** Ongoing

### Project Costs and Funding Sources

(Dollars in \$000's)

#### Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Sewer Main Replacement Program

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land			-			195	195	195	585
Administration / Legal			-			10	10	10	30
Construction Contracts			-			1,700	1,700	1,700	5,100
Construction Mgmt			-			150	150	150	450
Contingency			-			395	395	395	1,185
CIP Overheads			-			50	50	50	150
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 7,500

#### SOURCES (dollars in \$000)

Waste Water Capital			-			2,500	2,500	2,500	7,500
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 7,500

## 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 and have similar upgrade requirements. System resiliency is lacking due to limited storage capacities and other issues. 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 Manager: Dan Herrera  
Department Rep: Dan Herrera, Jasmine Diaz

☐ Climate First   ☐ Shovel Ready

Start Date: FY 2026/27

Estimated Completion: FY 2027/28

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C66501923

**USES (dollars in \$000)**

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
			-				155	75	230
			-				3	3	6
			-				500	1,300	1,800
			-				125	200	325
			-				150	260	410
			-				27	42	69
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 960	\$ 1,880	\$ 2,840

**SOURCES (dollars in \$000)**

Waste Water Capital

			-				960	1,880	2,840
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 960	\$ 1,880	\$ 2,840



## PIPS Force Main Replacement

C66502032

## Description and Justification

The Primary Influent Pump Station (PIPS) Force Main is a 2.5-mile-long 36-inch diameter pipeline that moves wastewater from PIPS (located on Hopper Street) to the Ellis Creek Water Recycling Facility (ECWRF). This force main is a critical pipeline and nearing the end of its service life. This project installs a parallel force main adjacent to the existing one, providing redundancy and resiliency for the City's wastewater collection system. The 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.



Project Manager: Kristin Arnold  
Department Rep: Dan Herrera, Jasmine Diaz

☒ Climate First    ☐ Shovel Ready

Start Date: FY 2018/19 - Spring 2019  
Estimated Completion: FY 2024/25

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C66502032

**USES (dollars in \$000)**

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
	437	305	742	418					1,160
		8	8	10	7				25
			-	2,800	13,200				16,000
	2		2	75	325				402
			-	150	850				1,000
	8	15	23	25	25				73
<b>TOTAL USES</b>	<b>\$ 447</b>	<b>\$ 328</b>	<b>\$ 775</b>	<b>\$ 3,478</b>	<b>\$ 14,407</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,660</b>

**SOURCES (dollars in \$000)**

Waste Water Capital

	456	319	775	3,478	14,407				18,660
<b>TOTAL FUNDS</b>	<b>\$ 456</b>	<b>\$ 319</b>	<b>\$ 775</b>	<b>\$ 3,478</b>	<b>\$ 14,407</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,660</b>

## Replace PIPS High-Capacity Pumps

C66501930

### Description and Justification

This Waste Water Capital-funded project will replace four high-capacity 450-horsepower pumps and variable frequency drive units (VFD) at the Primary Influent Pump Stations (PIPS). The existing pumps, which were installed in 1999, require significant maintenance. This pump station is a critically important facility that conveys wastewater from most of the city to Ellis Creek for treatment.



Project Manager: Kristin Arnold  
Department Rep: Dan Herrera, Jasmine Diaz

Start Date: FY 2021/22  
Estimated Completion: FY 2024/25

☒ Climate First   ☐ Shovel Ready

### Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C66501930

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	1	30	31	230					261
Administration / Legal			-	5	5				10
Construction Contracts			-	100	1,900				2,000
Construction Mgmt			-	15	200				215
Contingency			-	15	350				365
CIP Overheads			-	5	44				49
<b>TOTAL USES</b>	<b>\$ 1</b>	<b>\$ 30</b>	<b>\$ 31</b>	<b>\$ 370</b>	<b>\$ 2,499</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,900</b>

### SOURCES (dollars in \$000)

Waste Water Capital	2	29	31	370	2,499				2,900
<b>TOTAL FUNDS</b>	<b>\$ 2</b>	<b>\$ 29</b>	<b>\$ 31</b>	<b>\$ 370</b>	<b>\$ 2,499</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,900</b>



## C Street Lift Station and Wastewater Collection System Upgrades

C66502042

## Description and Justification

The C Street Lift Station and the surrounding wastewater collection system has exceeded its design capacity during large storm events. This project will assess the performance and condition of the collection system, pump station, and force main, which pushes wastewater across the Petaluma River. A sewer hydraulic model and Sewer Master Plan are underway and will inform the design of this project. The City adjusted the project timeline to coincide with the development of the Sewer Master Plan.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera, Jasmine Diaz

☐ Climate First    ☐ Shovel Ready

Start Date: FY 2019/20 - Fall 2019  
Estimated Completion: FY 2025/26

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C66502042

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land	176		176	100	127				403
Administration / Legal	-		-	8	8	5			21
Construction Contracts	-		-		850	2,400			3,250
Construction Mgmt	1		1		50	150			201
Contingency	-		-		50	350			400
CIP Overheads	3		3	7	15				25
<b>TOTAL USES</b>	\$ 180	\$ -	\$ 180	\$ 115	\$ 1,100	\$ 2,905	\$ -	\$ -	\$ 4,300

SOURCES (dollars in \$000)									
Developer Contribution	373		373						373
Waste Water Capital	91		91	115	1,100	2,621			3,927
<b>TOTAL FUNDS</b>	\$ 464	\$ -	\$ 464	\$ 115	\$ 1,100	\$ 2,621	\$ -	\$ -	\$ 4,300

## Sewer Force Main Replacement Program

C66402246

## Description and Justification

This project will evaluate and rehabilitate or replace the existing force mains at the City's Copeland, Wilmington, and Victoria Sewer lift stations. The existing force mains are nearing the end of their useful lives. These force mains are an essential part of a functioning sewer system that is necessary to move water through our system and prevent system backups. A sewer hydraulic model and Sewer Master Plan are underway and will inform the design of this project. The City adjusted the project timeline to coincide with the Sewer Master Plan development.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera

☐ Climate First   ☐ Shovel Ready

Start Date: FY 2023/24

Estimated Completion: FY 2025/26

## Project Costs and Funding Sources

(Dollars in \$000's)

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

C66402246

## USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
			-	105	180				285
			-	5					5
			-		200	225			425
			-		30	40			70
			-		35	45			80
			-	2	5	3			10
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ 112	\$ 450	\$ 313	\$ -	\$ -	\$ 875

## SOURCES (dollars in \$000)

Waste Water Capital

			-	112	450	313			875
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ 112	\$ 450	\$ 313	\$ -	\$ -	\$ 875

## Ellis Creek Outfall Replacement

C66501838

## Description and Justification

This project will replace approximately 3,200 linear feet of 48-inch diameter outfall deteriorated piping. The 43-year-old pipe is made 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. The Ellis Creek Water Recycling Facility (ECWRF) uses the current pipeline to discharge treated water to the Petaluma River during the winter. In FY 16/17, the City constructed a temporary pipe under a separate contract. The project requires a narrow construction window due to environmental permit restrictions. The project was started within the 2022 construction season; however, work was not completed within the environmental permit window. The site was restored to meet permit requirements and the City will complete the project in the 2023 construction season.



Project Manager: Josh Minshall  
Department Rep: Jasmine Diaz

☐ Climate First    ☒ Shovel Ready

Start Date: FY 2016/17 – Summer 2017

Estimated Completion: FY 2023/24

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C66501838

	Actual Life to Date thru FY 22	Estimate FY 22-23	Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land	749	92	841	120					961
Administration / Legal		40	40	60					100
Construction Contracts		133	133	1,100					1,233
Construction Mgmt	7	63	70	200					270
Contingency		20	20	300					320
CIP Overheads	15	5	20	10					30
<b>TOTAL USES</b>	<b>\$ 771</b>	<b>\$ 353</b>	<b>\$ 1,124</b>	<b>\$ 1,790</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,914</b>

### SOURCES (dollars in \$000)

Waste Water Capital	776	348	1,124	1,790					2,914
<b>TOTAL FUNDS</b>	<b>\$ 776</b>	<b>\$ 348</b>	<b>\$ 1,124</b>	<b>\$ 1,790</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,914</b>

## 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, and the People's Village. 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. The master plan will consider the PIPS project, the decommissioning of overflow storage, and the future development of Caufield Lane.



Project Manager: Josh Minshall  
Department Rep: Christopher Bolt, Dan Herrera

☐ Climate First    ☐ Shovel Ready

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2022/23

Estimated Completion: FY 2024/25

## Project Costs and Funding Sources

(Dollars in \$000's)

C66402144

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land		50	50	200	100				350
Administration / Legal		1	1	5	5				11
Construction Contracts		90	90	30					120
Construction Mgmt			-						-
Contingency			-	15	10				25
CIP Overheads		1	1	10	10				21
<b>TOTAL USES</b>	\$ -	\$ 142	\$ 142	\$ 260	\$ 125	\$ -	\$ -	\$ -	\$ 527
<b>SOURCES (dollars in \$000)</b>									
Waste Water Capital		55	55	193					248
Water Capital		40	40	239					279
<b>TOTAL FUNDS</b>	\$ -	\$ 95	\$ 95	\$ 432	\$ -	\$ -	\$ -	\$ -	\$ 527

# Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehabilitation

C66402349

## Description and Justification

This purpose of this project is to upgrade the structures that allow water to flow in to and out of the ponds where treated wastewater is stored at the Ellis Creek Water Recycling Facility (ECWRF). The 15 structures were built in the 1970s and are deteriorating. In addition to upgrading existing structures, this project evaluates the feasibility of the following: (1) expanding pond storage capacity (by lowering transfer structures), (2) digging the ponds deeper, and/or (3) making other upgrades.



Project Manager: Kristin Arnold  
Department Rep: Jasmine Diaz

☐ Climate First ☐ Shovel Ready

Start Date: FY 2022/23

Estimated Completion: FY 2024/25

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C66402349

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		255	255	310	-				565
Administration / Legal		2	2	2	6				10
Construction Contracts		80	80	-	3,000				3,080
Construction Mgmt		15	15	-	450				465
Contingency		-	-	-	450				450
CIP Overheads		15	15	17	17				49
<b>TOTAL USES</b>	\$ -	\$ 367	\$ 367	\$ 329	\$ 3,923	\$ -	\$ -	\$ -	\$ 4,619
<b>SOURCES (dollars in \$000)</b>									
Waste Water Capital		367	367	329	3,923				4,619
<b>TOTAL FUNDS</b>	\$ -	\$ 367	\$ 367	\$ 329	\$ 3,923	\$ -	\$ -	\$ -	\$ 4,619



# Ellis Creek Water Recycling Facility Treatment Process System Energy Plan

## New

### Description and Justification

The purpose of this project is to determine current and projected future energy usage at the Ellis Creek Water Recycling Facility (ECWRF) to create a system-wide energy management plan for the treatment process. The plan would consist of including submeters on major treatment process equipment, conducting an evaluation on efficiency of major assets, then conducting a detailed analysis to develop a CIP for energy optimization projects. The goal of the project is to reduce energy consumption, increase energy production, and evaluate energy storage options for the treatment process.



Project Manager: TBD  
Department Rep: Jasmine Diaz

☒ Climate First   ☐ Shovel Ready

Start Date: FY 2022/23 - Spring 2023  
Estimated Completion: FY 2025/26

### Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

Ellis Creek Water Recycling Facility Energy Plan

	Projected Budgets								Total Project Estimate
	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		50	50	210	205	500			965
Administration / Legal			-						-
Construction Contracts			-	200	230				430
Construction Mgmt			-	10	40				50
Contingency			-	5	70				75
CIP Overheads		5	5	5	15				25
<b>TOTAL USES</b>	\$ -	\$ 55	\$ 55	\$ 430	\$ 560	\$ 500	\$ -	\$ -	\$ 1,545
<b>SOURCES (dollars in \$000)</b>									
Waste Water Capital		55	55	430	560	500			1,545
<b>TOTAL FUNDS</b>	\$ -	\$ 55	\$ 55	\$ 430	\$ 560	\$ 500	\$ -	\$ -	\$ 1,545



## WATER UTILITY PROJECTS

### FY 2023-2024

**WATER CAPITAL IMPROVEMENT PROGRAM BUDGET FY 23-24**  
**PROJECT SUMMARY**  
Fund 6790.67999

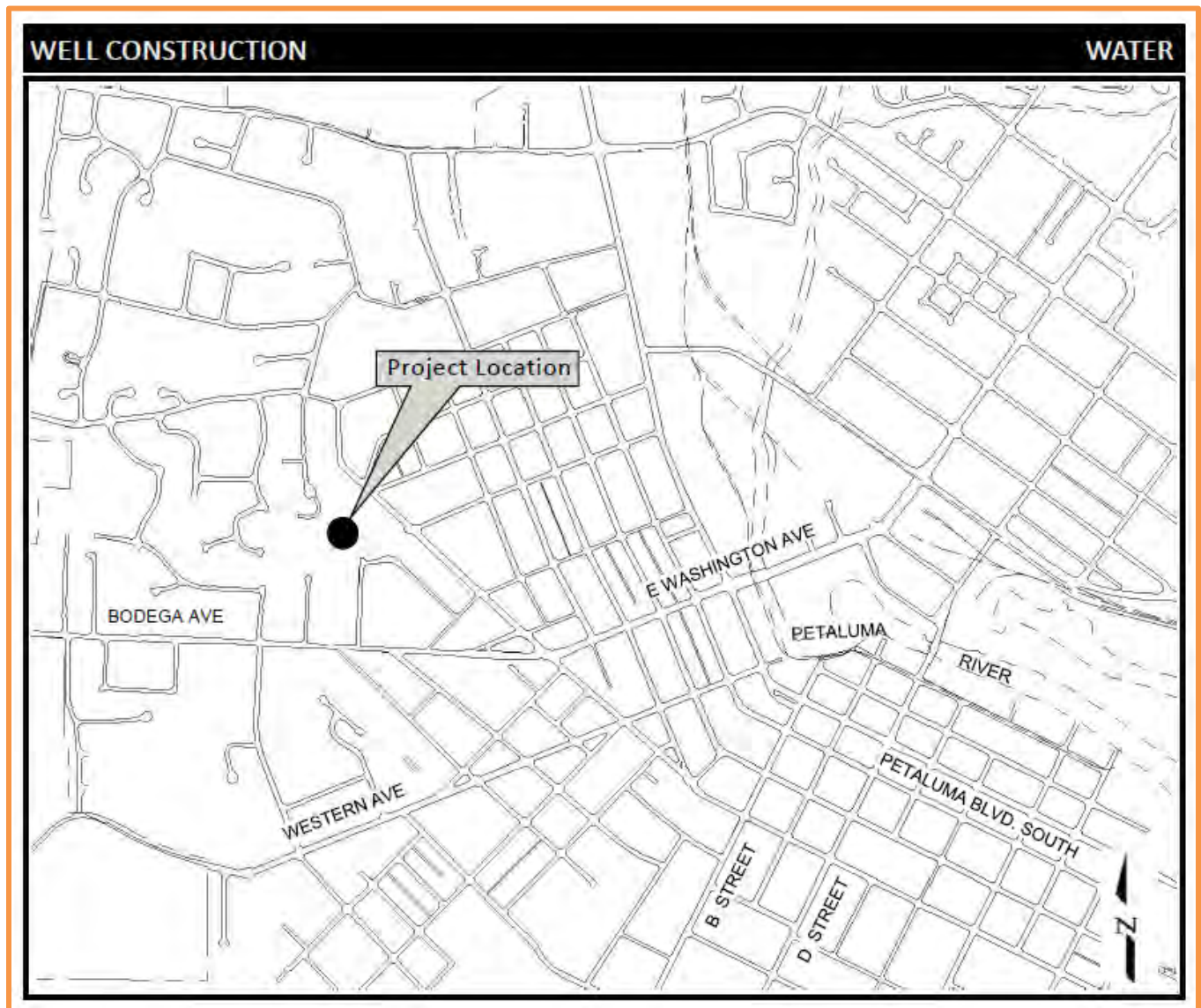
PROJECTS (dollars in \$000)		Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
						FY 24-25	FY 25-26	FY 26-27	FY 27-28	
C67501611	Well Construction	169	180	349	860	815	50	940	-	3,014
C67502225	Water Main Replacement- Payran and Madison	49	20	69	1,536	500	-	-	-	2,105
C67502326	Water Main Replacement Howard Street and Various Locations	-	25	25	833	792	-	-	-	1,650
New	Water Main Replacement- D Street	-	-	-	110	1,055	1,140	-	-	2,305
New	Water Main Replacement- Washington at Highway 101	-	-	-	-	-	-	-	535	535
C67502012	Water Main Replacement- Bodega and North Webster	-	-	-	-	-	103	2,564	-	2,667
Projected	Water Main Replacement Program	-	-	-	-	-	1,650	1,650	1,650	4,950
New	Water Services Replacement St Francis and Various Locations	-	-	-	300	1,600	-	-	-	1,900
C67502327	Water Services Replacement - Daniel Drive	-	-	-	-	-	-	150	750	900
Projected	Projected Water Service Replacement Program	-	-	-	-	-	1,900	1,900	1,900	5,700
C67502328	Hardin Tank Recoating	-	123	123	987	500	-	-	-	1,610
C67402122	La Cresta Tank Project	30	40	70	160	275	1,500	995	-	3,000
New	Oak Hill Tank Replacement	-	-	-	80	133	250	250	-	713
New	Water Booster Pump Station Upgrades	-	-	-	-	125	500	750	-	1,375
C67502224	SCADA Upgrades	-	100	100	90	100	100	100	100	590
New	Pressure Reducing Valve Resiliency Program	-	-	-	-	50	515	350	-	915
E67502243	Aquifer Storage & Recovery (ASR) Plan	-	208	208	135	-	-	-	-	343
E67502242	Advanced Metering Infrastructure (AMI)	-	125	125	10,585	2,915	-	-	-	13,625
New	Bulk Potable/Recycled Water Fill Stations and Security Improvements	-	-	-	137	1,258	-	-	-	1,395
<b>TOTAL</b>		\$ 248	\$ 821	\$ 1,069	\$ 15,813	\$ 10,118	\$ 7,708	\$ 9,649	\$ 4,935	\$ 49,292

**SOURCES (dollars in \$000)**

Water Capital	\$ 153	\$ 605	\$ 758	\$ 6,710	\$ 8,661	\$ 7,708	\$ 9,649	\$ 4,935	\$ 38,421
Waste Water Capital	\$ -	\$ -	\$ -	\$ 1,604	\$ 1,457	\$ -	\$ -	\$ -	\$ 3,061
DWR Grant	\$ -	\$ 312	\$ 312	\$ 7,498	\$ -	\$ -	\$ -	\$ -	\$ 7,810
<b>TOTAL</b>	\$ 153	\$ 917	\$ 1,070	\$ 15,812	\$ 10,118	\$ 7,708	\$ 9,649	\$ 4,935	\$ 49,292

Well Construction

C67501611



## Well Construction

C67501611

## Description and Justification

This project will continue efforts to expand the City's local water supply and drought resiliency efforts. The Sonoma County Water Agency (Sonoma Water) has set a goal for local agencies to increase emergency and drought supply capacity to 40% of the average day of the maximum month demand. The project explores new well sites, determines which sites are most feasible, and ultimately constructs new wells. An assessment has been completed identifying and ranking potential well sites in the western portion of the city and within Water Distribution Zones 1 and 2. The Oak Hill well site was identified as the highest priority project, and environmental compliance documents were approved. Sonoma County implemented a well drilling moratorium that has delayed the project, moving completion of the project to FY 23/24. Additional wells are planned as part of this project in order to meet Sonoma Water's goal.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera

☒ Climate First    ☒ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY 2016/17 - Winter 2016  
Estimated Completion: Ongoing

### Project Costs and Funding Sources

(Dollars in \$000's)

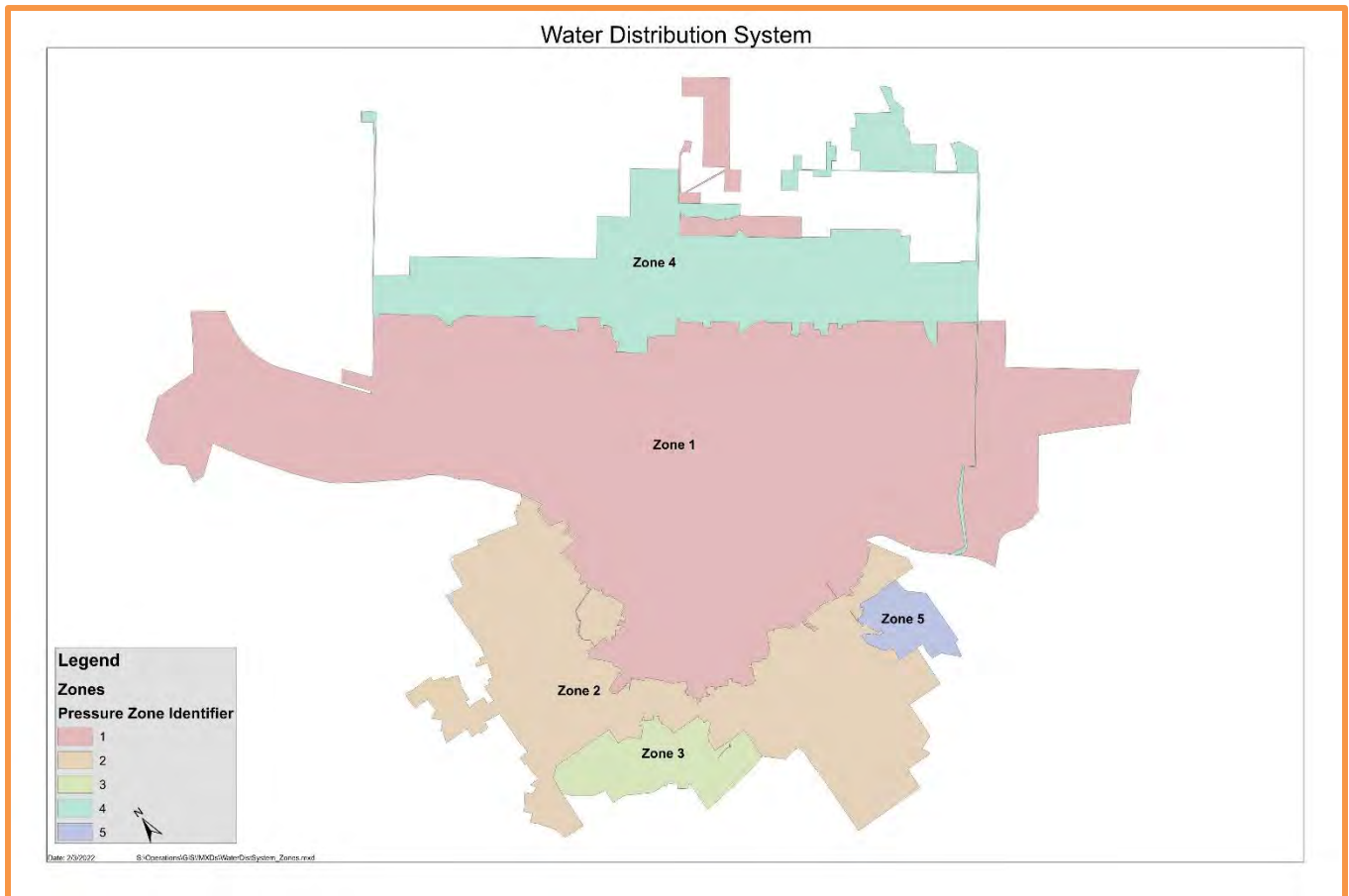
C67501611

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land	156	50	206	125		50	125		506
Administration / Legal		5	5		5		5		15
Construction Contracts	5	75	80	525	600		600		1,805
Construction Mgmt	2	20	22	80	80		80		262
Contingency		25	25	125	125		125		400
CIP Overheads	6	5	11	5	5		5		26
<b>TOTAL USES</b>	<b>\$ 169</b>	<b>\$ 180</b>	<b>\$ 349</b>	<b>\$ 860</b>	<b>\$ 815</b>	<b>\$ 50</b>	<b>\$ 940</b>	<b>\$ -</b>	<b>\$ 3,014</b>

## SOURCES (dollars in \$000)

Water Capital	72	277	349	860	815	50	940		3,014
<b>TOTAL FUNDS</b>	<b>\$ 72</b>	<b>\$ 277</b>	<b>\$ 349</b>	<b>\$ 860</b>	<b>\$ 815</b>	<b>\$ 50</b>	<b>\$ 940</b>	<b>\$ -</b>	<b>\$ 3,014</b>

## Water Zones Map



## Water Main Replacement – Payran and Madison

C67502225

## Description and Justification

This project will replace various undersized two-inch and four-inch water mains to ensure the proper delivery of fire flows to residential and commercial areas. Staff originally identified the project area because of increased maintenance calls. To maximize efficiency and minimize disruption and costs, city staff prioritizes areas with both water and sewer main replacement needs. As a result, the City will complete this project in conjunction with a sewer water main replacement project in the same area.



Project Manager: George Howard  
Department Rep: Dan Herrera

☐ Climate First    ☒ Shovel Ready

Start Date: FY 2021/22

Estimated Completion: FY 2024/25

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C67502225

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land	42	20	62	-					62
Administration / Legal			-	-					-
Construction Contracts			-	1,060	500				1,560
Construction Mgmt			-	230					230
Contingency			-	230					230
CIP Overheads	7		7	16					23
<b>TOTAL USES</b>	<b>\$ 49</b>	<b>\$ 20</b>	<b>\$ 69</b>	<b>\$ 1,536</b>	<b>\$ 500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,105</b>

## SOURCES (dollars in \$000)

Water Capital	50	19	69	1,536	500				2,105
<b>TOTAL FUNDS</b>	<b>\$ 50</b>	<b>\$ 19</b>	<b>\$ 69</b>	<b>\$ 1,536</b>	<b>\$ 500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,105</b>



# Water Main Replacement – Howard Street and Various Locations

C67502326

## Description and Justification

This project is for replacement of undersized and aging water mains to ensure property fire flow requirements are met and provide resiliency and reliability of the potable water system. The sites have been selected in conjunction with the City's paving projects, including Howard Street and other various locations.

Additionally, staff have selected priority sites requiring repair. Staff utilized the asset management software and historical maintenance records to prioritize sites based on planned paving projects and high maintenance areas.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera

Start Date: FY 2022/23  
Estimated Completion: FY 2024/25

☐ Climate First   ☐ Shovel Ready

### Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C67502326

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		22	22	38					60
Administration / Legal		2	2	2					4
Construction Contracts			-	650	650				1,300
Construction Mgmt			-	65	65				130
Contingency			-	65	65				130
CIP Overheads		1	1	13	12				26
<b>TOTAL USES</b>	\$ -	\$ 25	\$ 25	\$ 833	\$ 792	\$ -	\$ -	\$ -	\$ 1,650

### SOURCES (dollars in \$000)

Water Capital		25	25	833	792				1,650
<b>TOTAL FUNDS</b>	\$ -	\$ 25	\$ 25	\$ 833	\$ 792	\$ -	\$ -	\$ -	\$ 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 size of the water mains will be increased to ensure adequate fire flows are maintained. Additionally, new water services will be connected. To maximize efficiency and minimize disruption and costs, city staff prioritizes areas with both water and sewer main replacement needs. As a result, the City will complete this project in conjunction with a sewer main replacement project in the same area.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera

Start Date: FY 2023/24  
Estimated Completion: FY 2025/26

☐ Climate First   ☐ Shovel Ready

### Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

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

Water Main Replacement- D Street

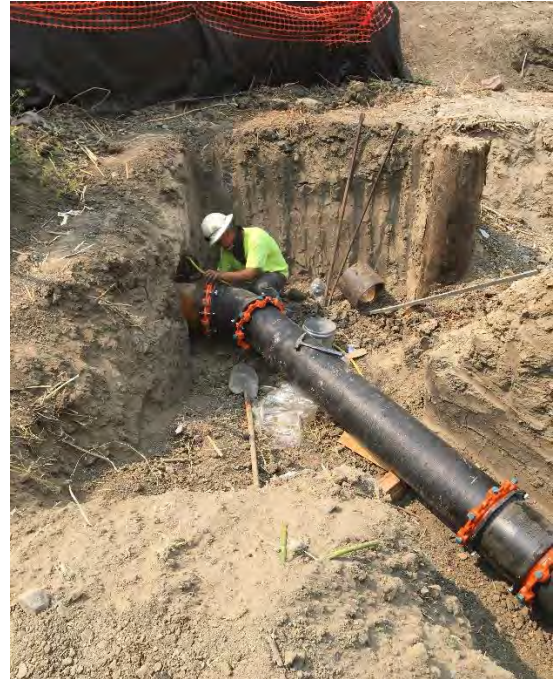
	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land			-	95					95
Administration / Legal			-	10					10
Construction Contracts			-	-	855	900			1,755
Construction Mgmt			-	-	40	80			120
Contingency			-	-	150	150			300
CIP Overheads			-	5	10	10			25
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ 110	\$ 1,055	\$ 1,140	\$ -	\$ -	\$ 2,305
<b>SOURCES (dollars in \$000)</b>									
Water Capital			-	110	1,055	1,140			2,305
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ 110	\$ 1,055	\$ 1,140	\$ -	\$ -	\$ 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. The installation of the new water pipeline will provide redundancy in our system by having multiple water main pipelines cross the highway, providing multiple connections from our water tanks to the larger distribution system. This project ensures a reliable and well-maintained water distribution network.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera

Start Date: FY 2023/24  
Estimated Completion: FY 2028/29

☐ Climate First   ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

Water Main Replacement- Washington at Highway 101

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land			-					35	35
Administration / Legal			-					10	10
Construction Contracts			-					375	375
Construction Mgmt			-					25	25
Contingency			-					75	75
CIP Overheads			-					15	15
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 535	\$ 535
<b>SOURCES (dollars in \$000)</b>									
Water Capital			-					535	535
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 535	\$ 535

## Water Main Replacement – Bodega and Webster

C67502012

## Description and Justification

This project involves the replacement of aging 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 improve water service flow rates and provides enhanced fire protection. Priority areas for water main replacement work are being identified and prioritized as part of the Water Master Plan project.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera

☐ Climate First    ☐ Shovel Ready

Start Date: FY 2024/25

Estimated Completion: FY 2026/27

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C67502012

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land			-			95	-		95
Administration / Legal			-			6	6		12
Construction Contracts			-				2,100		2,100
Construction Mgmt	-		-				200		200
Contingency			-				240		240
CIP Overheads			-			2	18		20
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 103	\$ 2,564	\$ -	\$ 2,667
<b>SOURCES (dollars in \$000)</b>									
Water Capital			-			103	2,564		2,667
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 103	\$ 2,564	\$ -	\$ 2,667

## 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 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 Manager: Dan Herrera  
Department Rep: Dan Herrera

☐ Climate First   ☐ Shovel Ready

Start Date: Ongoing  
Estimated Completion: Ongoing

### Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

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

Water Main Replacement Program

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land			-			60	60	60	180
Administration / Legal			-			7	7	7	21
Construction Contracts			-			1,300	1,300	1,300	3,900
Construction Mgmt			-			130	130	130	390
Contingency			-			130	130	130	390
CIP Overheads			-			23	23	23	69
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,650	\$ 1,650	\$ 1,650	\$ 4,950

### SOURCES (dollars in \$000)

Water Capital			-			1,650	1,650	1,650	4,950
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,650	\$ 1,650	\$ 1,650	\$ 4,950



## Water Service Replacement - St Francis and Various Locations New

### Description and Justification

This project is part of the Water Service Replacement Program, which identifies areas requiring the replacement of polybutylene water services that have a high failure rate. Water services installed throughout the 1970s and early 1980s included polybutylene "blue-tube" piping from the main to the water meter. Polybutylene piping is a type of plastic resin pipe with fittings that scale, flake, and become brittle, causing micro-fractures that eventually result in leaks and pipe failure. Maintenance personnel continuously replace these pipes as the service lines and saddles age. This project involves replacing water services along St. Francis Dr. from S. McDowell Blvd. to Caulfield Ln, and other various locations requiring high maintenance activities due to failing water service connections. The work will be completed before paving improvements commence on these streets.



Project Manager: Lucas Pereira  
Department Rep: Dan Herrera

☐ Climate First    ☐ Shovel Ready

Start Date: FY 2023/24

Estimated Completion: FY 2024/25

### Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

Water Services Replacement St Francis and Various Locations

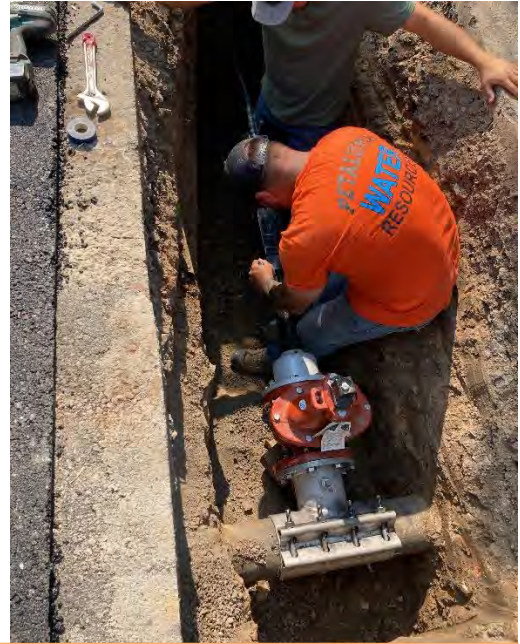
USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land			-	90					90
Administration / Legal			-	14					14
Construction Contracts			-	-	1,400				1,400
Construction Mgmt			-	-	175				175
Contingency			-	175	25				200
CIP Overheads			-	21					21
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ 300	\$ 1,600	\$ -	\$ -	\$ -	\$ 1,900
<b>SOURCES (dollars in \$000)</b>									
Water Capital			-	300	1,600				1,900
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ 300	\$ 1,600	\$ -	\$ -	\$ -	\$ 1,900

## Water Service Replacement - Daniel Drive

C67502327

## 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, which prioritizes the replacement of water services in areas with numerous leak repair issues. Staff members have 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 Manager: Dan Herrera, Lucas Pereira  
Department Rep: Dan Herrera

☐ Climate First    ☐ Shovel Ready

Start Date: FY 2024/25

Estimated Completion: FY 2027/28

## Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C67502327

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land			-				90		90
Administration / Legal			-				14		14
Construction Contracts			-					600	600
Construction Mgmt			-					40	40
Contingency			-				41	100	141
CIP Overheads			-				5	10	15
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ 750	\$ 900
<b>SOURCES (dollars in \$000)</b>									
Water Capital			-				150	750	900
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ 750	\$ 900



## Projected Water Service Replacement Program

### Description and Justification

This program replaces polybutylene water services in high-priority areas. Water services installed throughout the 1970s and early 1980s included polybutylene "blue-tube" piping from the main to the water meter. Polybutylene piping is a type of plastic resin pipe with fittings that scale, flake, and become brittle, causing micro-fractures that result in pipe failure. Maintenance personnel continuously replace these old pipes as the service lines and saddles deteriorate. The program upgrades these water services and saddles to current standards to reduce maintenance costs and service interruptions. The FY23/24 and FY 24/25 water service replacement projects are included in this budget separately.



Project Manager: Dan Herrera, Lucas Pereira  
Department Rep: Dan Herrera

☐ Climate First    ☐ Shovel Ready

Start Date: Ongoing  
Estimated Completion: Ongoing

### Project Costs and Funding Sources

(Dollars in \$000's)

#### Operating Impact:

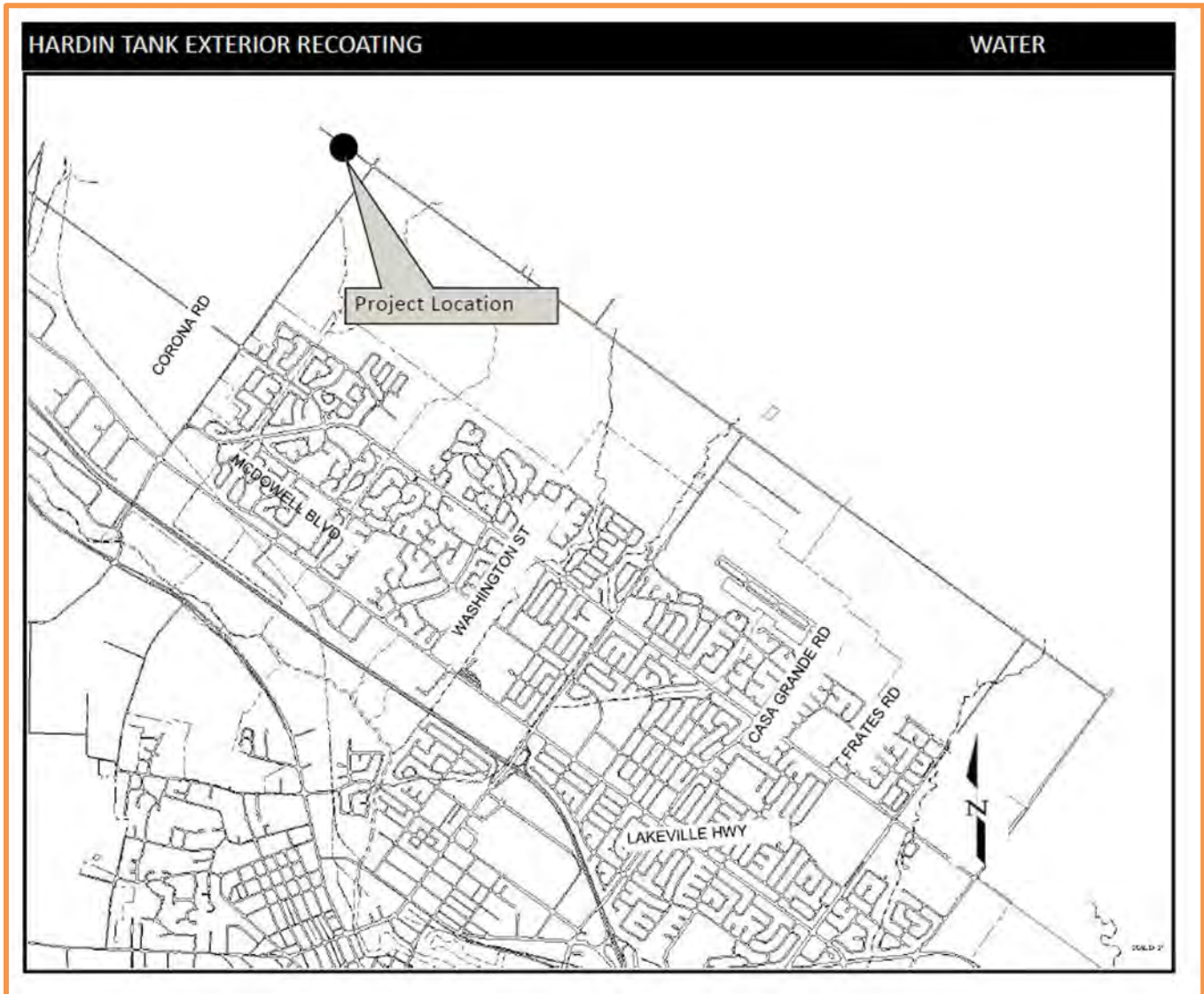
- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

#### Projected Water Service Replacement Program

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land Administration / Legal			-			90	90	90	270
Construction Contracts			-			14	14	14	42
Construction Mgmt			-			1,400	1,400	1,400	4,200
Contingency			-			175	175	175	525
CIP Overheads			-			200	200	200	600
			-			21	21	21	63
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,900	\$ 1,900	\$ 1,900	\$ 5,700
<b>SOURCES (dollars in \$000)</b>									
Water Capital	-		-			1,900	1,900	1,900	5,700
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,900	\$ 1,900	\$ 1,900	\$ 5,700

## Hardin Tank Recoating

C67502328



## Hardin Tank Recoating

C67502328

## Description and Justification

This project involves removing and replacing exterior and interior coating protection for the existing welded steel tank and includes minor equipment repairs and replacements. The rehabilitation work will extend the tank's useful life by evaluating and implementing seismic and cathodic protection needs. Hardin Tank is part of the City's Zone 4 pressure zone servicing the eastern portion of the City. Construction for this project will start after Manor Tank recoating is completed to ensure that the Zone 4 system will maintain equalized pressure and adequate storage for fire protection throughout the rehabilitation efforts.



Project Manager: Kristin Arnold  
Department Rep: Dan Herrera

☐ Climate First   ☐ Shovel Ready

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Start Date: FY2022/23

Estimated Completion: FY2024/25

## Project Costs and Funding Sources

(Dollars in \$000's)

C67502328

## USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
		120	120	30					150
			-	2					2
			-	700	500				1,200
			-	120					120
			-	120					120
		3	3	15					18
<b>TOTAL USES</b>	\$ -	\$ 123	\$ 123	\$ 987	\$ 500	\$ -	\$ -	\$ -	\$ 1,610

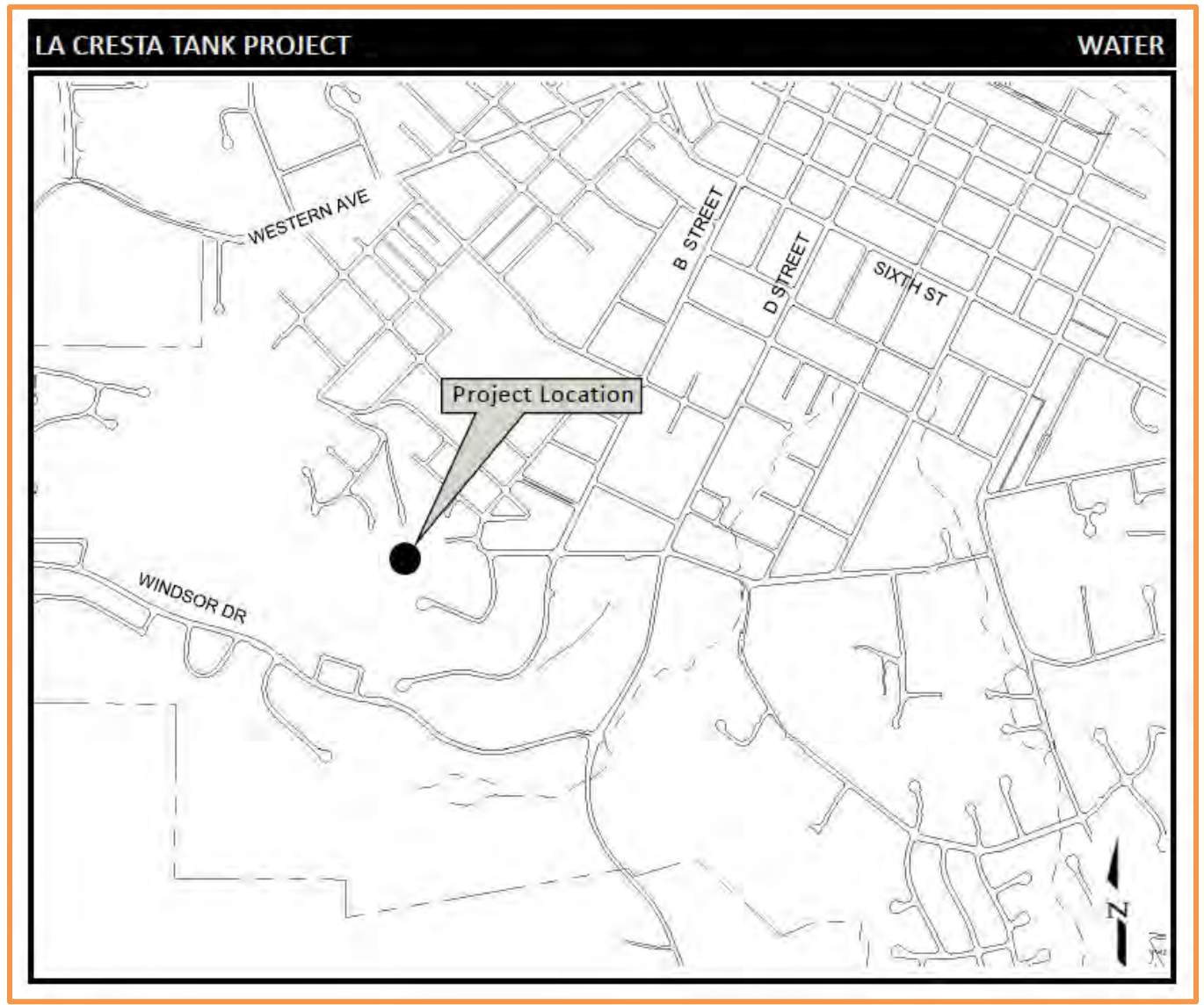
## SOURCES (dollars in \$000)

Water Capital

		123	123	987	500				1,610
<b>TOTAL FUNDS</b>	\$ -	\$ 123	\$ 123	\$ 987	\$ 500	\$ -	\$ -	\$ -	\$ 1,610

## La Cresta Tank Replacement

C67402122





## La Cresta Tank Replacement

C67402122

## Description and Justification

The La Cresta Tank Replacement project involves the 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 compliant with the current seismic code. A Water Master Plan is underway that will assist in developing and planning this project. City staff adjusted the project timeline to synchronize with the development of the Water Master Plan.



Project Manager: Kristin Arnold  
Department Rep: Dan Herrera

☐ Climate First   ☐ Shovel Ready

Start Date: FY 2019/20 - Summer 2020  
Estimated Completion: FY 2026/27

## Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

C67402122

## USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

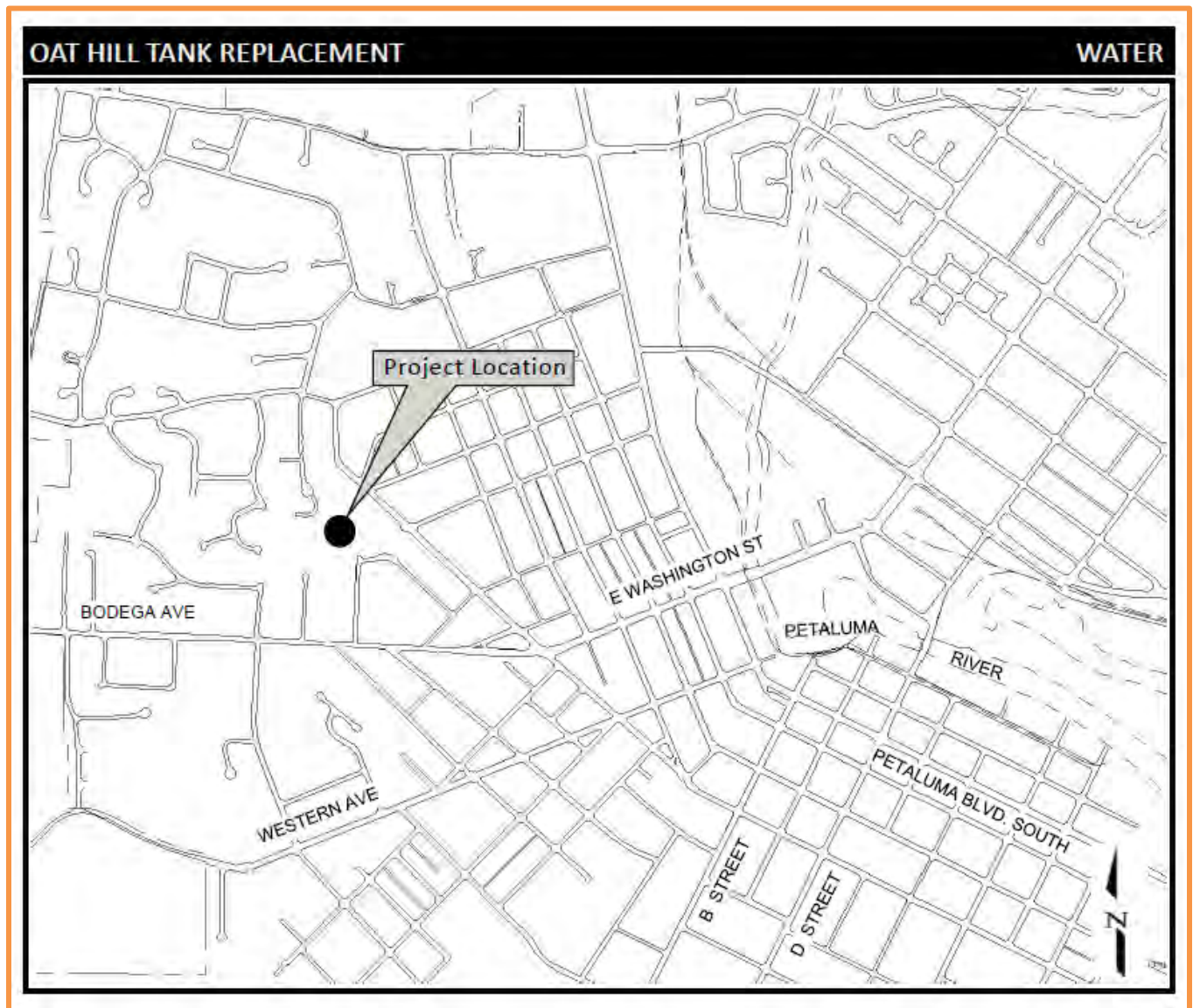
	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
	30	40	70	160	175				405
			-	-		1,300	700		-
			-	-	80	100	80		2,000
			-	-	10	80	210		260
			-	-	10	20	5		300
			-	-	10	20	5		35
<b>TOTAL USES</b>	<b>\$ 30</b>	<b>\$ 40</b>	<b>\$ 70</b>	<b>\$ 160</b>	<b>\$ 275</b>	<b>\$ 1,500</b>	<b>\$ 995</b>	<b>\$ -</b>	<b>\$ 3,000</b>

## SOURCES (dollars in \$000)

Water Capital

	31	40	71	159	275	1,500	995		3,000
<b>TOTAL FUNDS</b>	<b>\$ 31</b>	<b>\$ 40</b>	<b>\$ 71</b>	<b>\$ 159</b>	<b>\$ 275</b>	<b>\$ 1,500</b>	<b>\$ 995</b>	<b>\$ -</b>	<b>\$ 3,000</b>

## Oak Hill Tank Replacement





## Oak Hill Tank Replacement

New

## Description and Justification

The Oak Hill Tank Replacement project involves removing and replacing a 2.0 million gallon tank at the Oak Hill tank site. The Oak Hill tank is an important part of the city's Water Distribution 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 and robust community outreach, which will ensure the future tank is sized and designed to reflect the city's current and future water system needs.



Project Manager: Erica Jacobs  
Department Rep: Dan Herrera

☐ Climate First   ☐ Shovel Ready

Start Date: FY 2023/24

Estimated Completion: FY 2029/30

## Project Costs and Funding Sources

(Dollars in \$000's)

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

Oak Hill Tank Replacement

## USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
			-	77	128	240	240		685
			-						-
			-						-
			-						-
			-	3	5	10	10		28
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ 80	\$ 133	\$ 250	\$ 250	\$ -	\$ 713

## SOURCES (dollars in \$000)

Water Capital

			-	80	133	250	250		713
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ 80	\$ 133	\$ 250	\$ 250	\$ -	\$ 713

## 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 Manager: Dan Herrera  
Department Rep: Dan Herrera

☐ Climate First   ☐ Shovel Ready

Start Date: FY 2024/25  
Estimated Completion: FY 2026/27

### Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

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

Water Booster Pump Station Upgrades

#### USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
			-		125	125			250
			-			10			10
			-			300	650		950
			-			50	60		110
			-			10	30		40
			-			5	10		15
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ -	\$ 125	\$ 500	\$ 750	\$ -	\$ 1,375

#### SOURCES (dollars in \$000)

Water Capital

			-		125	500	750		1,375
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ -	\$ 125	\$ 500	\$ 750	\$ -	\$ 1,375

## 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 operations staff to view and monitor important information like pressures, flows, and tank levels. The project will also increase security and protect the City's communication network. System reliability has been improved by installing a cellular-based network backup. Ongoing evaluation will continue to assess additional system needs and upgrades.



Project Manager: Dan Herrera  
Department Rep: Christopher Bolt

☐ Climate First   ☐ Shovel Ready

Start Date: FY 2022/23

Estimated Completion: FY 2029/30

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

C67502224

## USES (dollars in \$000)

Design/ Planning/ Environmental/ Land  
Administration / Legal  
Construction Contracts  
Construction Mgmt  
Contingency  
CIP Overheads

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
		10	10	85	100	100	100	100	495
		90	90						-
			-						90
			-						-
			-						-
			-	5					5
<b>TOTAL USES</b>	\$ -	\$ 100	\$ 100	\$ 90	\$ 100	\$ 100	\$ 100	\$ 100	\$ 590

## SOURCES (dollars in \$000)

Water Capital

		100	100	90	100	100	100	100	590
<b>TOTAL FUNDS</b>	\$ -	\$ 100	\$ 100	\$ 90	\$ 100	\$ 100	\$ 100	\$ 100	\$ 590

## Pressure Reducing Valve Resiliency Program

New

## Description and Justification

This project upgrades and maintains the pressure-reducing valves for the City's water distribution system located at various points along the City's main connection to the Sonoma Water aqueduct. This program also ensures that the City's risk and resiliency planning upgrade is enforced and satisfies Environmental Protection Agency (EPA) requirements.



Project Manager: Dan Herrera  
Department Rep: Dan Herrera

☐ Climate First   ☐ Shovel Ready

Start Date: FY 2024/25

Estimated Completion: FY 2026/27

## Operating Impact:

- ☐ No significant impact  
☐ Provide savings  
☒ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

## Pressure Reducing Valve Resiliency Program

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land			-		50	15			65
Administration / Legal			-						-
Construction Contracts			-			350	250		600
Construction Mgmt			-			20	20		40
Contingency			-			130	80		210
CIP Overheads			-						-
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 515	\$ 350	\$ -	\$ 915
<b>SOURCES (dollars in \$000)</b>									
Water Capital			-		50	515	350		915
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 515	\$ 350	\$ -	\$ 915



## Aquifer Storage and Recovery (ASR) Plan

E67502243

### Description and Justification

The Aquifer Storage and Recovery (ASR) Feasibility Study will evaluate the feasibility of developing a groundwater banking program using ASR facilities to store Russian River surface water supply in the local groundwater basin. The study will also explore the feasibility of storing stormwater in the local groundwater basin. A pilot ASR test may be conducted using an existing groundwater well to which will support the development of the feasibility study. Study efforts will be closely coordinated with the Petaluma Valley Groundwater Sustainability Agency and regional ASR studies and will help to inform the Integrated Water Master Plan as we seek to develop local water supply resiliency. The feasibility study is planned to kick-off in spring 2023, and a pilot injection project is anticipated in spring 2024. This project is funded through a state grant and water enterprise funds.



Project Manager: Chelsea Thompson  
Department Rep: Gina Benedetti-Petnic

☒ Climate First   ☐ Shovel Ready

Start Date: FY 2022/23

Estimated Completion: FY 2023/24

### Project Costs and Funding Sources

(Dollars in \$000's)

#### Operating Impact:

- ☒ No significant impact  
☐ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

E67502243

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land		200	200						200
Administration / Legal		5	5						5
Construction Contracts			-	100					100
Construction Mgmt			-	35					35
Contingency			-						-
CIP Overheads		3	3						3
<b>TOTAL USES</b>	\$ -	\$ 208	\$ 208	\$ 135	\$ -	\$ -	\$ -	\$ -	\$ 343

#### SOURCES (dollars in \$000)

Water Capital		21	21	14					35
DWR Grant		187	187	121					308
<b>TOTAL FUNDS</b>	\$ -	\$ 208	\$ 208	\$ 135	\$ -	\$ -	\$ -	\$ -	\$ 343

## Advanced Metering Infrastructure (AMI)

E67502242

## Description and Justification

This project will upgrade the City's 20,338 water meters from Automated Meter Reading (AMR) to Advanced Metering Infrastructure (AMI) technology. AMI uses cellular communications to automatically and regularly transmit water usage information directly to the City's water operations software. This eliminates the need for staff to drive by each individual water meter every month. This project will also empower our water customers to have access to real-time water usage data, allowing for enhanced water conservation through self-monitoring and timely leak detection. The project will be funded through a combination of a state grant and water funds.



Project Manager: Lucas Pereira  
Department Rep: Christopher Bolt, Dan Herrera

☒ Climate First   ☐ Shovel Ready

Start Date: FY 2022/23

Estimated Completion: FY 2024/25

## Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

## Project Costs and Funding Sources

(Dollars in \$000's)

E67502242

E67502242

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land		80	80	25					105
Administration / Legal		40	40						40
Construction Contracts			-	9,000	2,500				11,500
Construction Mgmt			-	460	115				575
Contingency			-	900	250				1,150
CIP Overheads		5	5	200	50				255
<b>TOTAL USES</b>	\$ -	\$ 125	\$ 125	\$ 10,585	\$ 2,915	\$ -	\$ -	\$ -	\$ 13,625
<b>SOURCES (dollars in \$000)</b>									
Water Capital			-	1,604	1,458				3,062
Waste Water Capital			-	1,604	1,457				3,061
DWR Grant- UMDR		125	125	7,377					7,502
<b>TOTAL FUNDS</b>	\$ -	\$ 125	\$ 125	\$ 10,585	\$ 2,915	\$ -	\$ -	\$ -	\$ 13,625



# Bulk Potable/Recycled Water Fill Stations and Security Improvements

## New

### Description and Justification

This project involves the installation of three water fill stations and one recycled water fill station to replace existing hydrant fill operations. The new water fill stations will improve secure and convenient access to both potable and recycled water.

The bulk water fill stations will use advanced metering and login information to accurately track water consumption and ensure that only approved customers have access.



Project Manager: TBD  
Department Rep: Dan Herrera

☒ Climate First   ☐ Shovel Ready

Start Date: FY 2023/24

Estimated Completion: FY 2024/25

### Operating Impact:

- ☐ No significant impact  
☒ Provide savings  
☐ Maintenance costs included in operating budget  
☐ Other: \_\_\_\_\_

### Project Costs and Funding Sources

(Dollars in \$000's)

Bulk Potable/Recycled Water Fill Stations and Security Improvements

USES (dollars in \$000)	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
Design/ Planning/ Environmental/ Land			-	125					125
Administration / Legal			-	10					10
Construction Contracts			-		1,000				1,000
Construction Mgmt			-		100				100
Contingency			-		150				150
CIP Overheads			-	2	8				10
<b>TOTAL USES</b>	\$ -	\$ -	\$ -	\$ 137	\$ 1,258	\$ -	\$ -	\$ -	\$ 1,395
<b>SOURCES (dollars in \$000)</b>									
Water Capital			-	137	1,258				1,395
<b>TOTAL FUNDS</b>	\$ -	\$ -	\$ -	\$ 137	\$ 1,258	\$ -	\$ -	\$ -	\$ 1,395



# ADVANCED PLANNING PROGRAM PROJECTS

## FY 2023-2024

### ADVANCED PLANNING PROGRAM BUDGET FY 23-24

#### PROJECT SUMMARY

Fund 3110.31100

#### PROJECTS (dollars in \$000)

e11502028 General Plan & Housing Element  
Comprehensive Update

#### TOTAL

Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
				FY 24-25	FY 25-26	FY 26-27	FY 27-28	
1,620	650	2,270	290	-	-	-	-	2,560
\$ 1,620	\$ 650	\$ 2,270	\$ 290	\$ -	\$ -	\$ -	\$ -	\$ 2,560

#### SOURCES (dollars in \$000)

General Fund Reserves- General Plan

American Rescue Plan Act (ARPA)

#### TOTAL

1,742	640	2,382	-	-	-	-	-	2,382
178	-	178	-	-	-	-	-	178
\$ 1,920	\$ 640	\$ 2,560	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,560



## General Plan & Housing Element Comprehensive Update e11502028

### Purpose and Description

The City of Petaluma is working with qualified planning consultant teams to develop a comprehensive update to its General Plan and Housing Element Update and including development of a Climate Action and Adaptation Plan.

The General Plan identifies current and future needs in areas such as land use, housing, transportation, public services, environmental quality, and economic viability. The General Plan is also a policy document that embodies the community's goals and guides decisions about physical development over the long term.



### Financial Overview

e11502028

	Actual Life to Date thru FY 22	Estimate FY 22-23	Estimate Life to Date thru FY 23	Budget FY 23-24	Projected Budgets				Total Project Estimate
					FY 24-25	FY 25-26	FY 26-27	FY 27-28	
<b>USES (dollars in \$000)</b>									
Design/ Planning/ Environmental/ Land	1,340	650	1,990	290					2,280
Administration / Legal	280		280						280
Construction Contracts			-						-
Construction Mgmt			-						-
Contingency			-						-
CIP Overheads			-						-
<b>TOTAL USES</b>	<b>1,620</b>	<b>650</b>	<b>2,270</b>	<b>290</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,560</b>
<b>SOURCES (dollars in \$000)</b>									
General Fund Reserves- General Plan	1,742	640	2,382						2,382
American Rescue Plan Act (ARPA)	178		178						178
<b>TOTAL FUNDS</b>	<b>1,920</b>	<b>640</b>	<b>2,560</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,560</b>





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## Resolution No. 2023-071 N.C.S. of the City of Petaluma, California

### ADOPTING THE FISCAL YEAR 2023-2024 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, 2023 through June 30, 2024, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2023-2024 does not exceed the estimated revenues, other sources and available fund balances; and

**WHEREAS**, the FY 2023-2024 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

**WHEREAS**, the FY 2023-2024 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 8, 2023, 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 adoption of the Fiscal Year 2023-2024 General And Measure U Funds Budget 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.

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3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
4. Adopts the FY 2023-2024 Preliminary Budget as the FY 2023-2024 General and Measure U Funds Adopted Budget.
5. Orders the City Clerk to file the FY 2023-2024 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 15<sup>th</sup> day of May 2023, by the following vote:

Approved as to

DocuSigned by:

*[Signature]*

DEPOSED/ATTESTED:

City Attorney

**AYES:** Mayor McDonnell, Vice Mayor Cader Thompson, Councilmembers Barnacle, Healy, Nau, Pocekey, Shribbs

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

**ATTEST:**

DocuSigned by:

*[Signature]*

DEPOSED/ATTESTED:

City Clerk

DocuSigned by:

*Kerian McDonnell*

DEPOSED/ATTESTED:

Mayor

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**Resolution No. 2023-072 N.C.S.  
of the City of Petaluma, California**

**ADOPTING THE FISCAL YEAR 2023-2024  
ENTERPRISE FUNDS BUDGET**

**WHEREAS**, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2023 through June 30, 2024, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2023-2024 does not exceed the estimated revenues, other sources and available fund balances; and

**WHEREAS**, the FY 2023-2024 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

**WHEREAS**, the FY 2023-2024 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 8, 2023, 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 adopting the FY 2023-2024 Enterprise Funds Budget on behalf of the City.



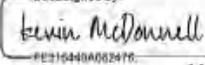
**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Petaluma hereby:

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.

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3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
4. Adopts the FY 2023-2024 Preliminary Budget as the FY 2023-2024 Airport, Building Services, Marina, and Transit Funds Adopted Budget.
5. Orders the City Clerk to file the FY 2023-2024 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:

<b>REFERENCE:</b>	I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the 15 <sup>th</sup> day of May 2023, by the following vote:	Approved as to DocuSigned by:  City Attorney
<b>AYES:</b>	Mayor McDonnell, Vice Mayor Cader Thompson, Councilmembers Barnacle, Healy, Nau, Pocekay, Shrihbs	
<b>NOES:</b>	None	
<b>ABSENT:</b>	None	
<b>ABSTAIN:</b>	None	
<b>ATTEST:</b>	<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; padding: 2px; margin-right: 10px;"> <small>DocuSigned by:</small>    <small>15b038A429564432</small> </div> <div> <small>City Clerk</small> </div> </div>	<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; padding: 2px; margin-right: 10px;"> <small>DocuSigned by:</small>    <small>FE216440A062476</small> </div> <div> <small>Mayor</small> </div> </div>



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## Resolution No. 2023-073 N.C.S. of the City of Petaluma, California

### ADOPTING THE FISCAL YEAR 2023-2024 UTILITIES FUNDS BUDGET

**WHEREAS**, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2023 through June 30, 2024, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2023-2024 does not exceed the estimated revenues, other sources and available fund balances; and

**WHEREAS**, the FY 2023-2024 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

**WHEREAS**, the FY 2023-2024 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 8, 2023, 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 adoption of the Fiscal Year 2023-2024 Utilities Funds Budget 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.

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3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
4. Adopts the FY 2023-2024 Preliminary Budget as the FY 2023-2024 Storm Water Utility, Waste Water, Waste Water Stabilization, and Water Funds Adopted Budget.
5. Orders the City Clerk to file the FY 2023-2024 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 15<sup>th</sup> day of May 2023, by the following vote:

Approved as to

DocuSigned By:

*[Signature]*

REPRESENTED  
City Attorney

**AYES:** Mayor McDonnell, Vice Mayor Cader Thompson, Councilmembers Barnacle, Healy, Nau, Pocekay, Shribbs

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

**ATTEST:**

DocuSigned By:

*[Signature]*

184089A020E4092

City Clerk

DocuSigned By:

*Kevin McDonnell*

FE110140A002470

Mayor



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**Resolution No. 2023-074 N.C.S.  
of the City of Petaluma, California**

**ADOPTING THE FISCAL YEAR 2023-2024  
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, 2023 through June 30, 2024, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2023-2024 does not exceed the estimated revenues, other sources and available fund balances; and

**WHEREAS**, the FY 2023-2024 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

**WHEREAS**, the FY 2023-2024 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 8, 2023, 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 adoption of the Fiscal Year 2023-2024 Internal Service Funds Budget 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.

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3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
4. Adopts the FY 2023-2024 Preliminary Budget as the FY 2023-2024 Employee Benefits, General Services, Information Technology, Risk Management, Vehicle and Equipment Replacement, Workers' Compensation Funds Adopted Budget.
5. Orders the City Clerk to file the FY 2023-2024 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 15<sup>th</sup> day of May 2023, by the following vote:

Approved as to:

DocuSigned by:

*[Signature]*

City Attorney

**AYES:** Mayor McDonnell, Vice Mayor Cader Thompson, Councilmembers Barnacle, Healy, Nau, Pocekay, Shribbs

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

**ATTEST:**

DocuSigned by:

*[Signature]*

City Clerk

DocuSigned by:

*[Signature: Kevin McDonnell]*

Mayor

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## Resolution No. 2023-075 N.C.S. of the City of Petaluma, California

### **ADOPTING THE FISCAL YEAR 2023-2024 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, 2023 through June 30, 2024, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2023-2024 does not exceed the estimated revenues, other sources and available fund balances; and

**WHEREAS**, the FY 2023-2024 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

**WHEREAS**, the FY 2023-2024 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 8, 2023, 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 adoption of the Fiscal Year 2023-2024 Special Revenues, Trust and Debt Funds Budget 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.

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3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
4. Adopts the FY 2023-2024 Preliminary Budget as the FY 2023-2024 Special Revenues, Trust and Debt Funds Adopted Budget.
5. Orders the City Clerk to file the FY 2023-2024 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 15<sup>th</sup> day of May 2023, by the following vote:

Approved as to

DocuSigned by:



DocuSigned by:

City Attorney

**AYES:** Mayor McDonnell, Vice Mayor Cader Thompson, Councilmembers Barnacle, Healy, Nau, Pocockay, Shribbs

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

**ATTEST:**

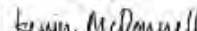
DocuSigned by:



DocuSigned by:

City Clerk

DocuSigned by:



DocuSigned by:

Mayor



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**Resolution No. 2023-076 N.C.S.  
of the City of Petaluma, California**

**ADOPTING THE FISCAL YEAR 2023-2024  
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, 2023 through June 30, 2024, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2023-2024 does not exceed the estimated revenues, other sources and available fund balances; and

**WHEREAS**, the FY 2023-2024 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

**WHEREAS**, the FY 2023-2024 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 8, 2023, 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 adoption of the Fiscal Year 2023-2024 Capital Projects Funds Budget 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.

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3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
4. Adopts the FY 2023-2024 Preliminary Budget as the FY 2023-2024 Capital Projects Funds Adopted Budget.
5. Orders the City Clerk to file the FY 2023-2024 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 15<sup>th</sup> day of May 2023, by the following vote:

Approved as to

DocuSigned by:



SEFBSA08F30XSO

City Attorney

**AYES:** Mayor McDonnell, Vice Mayor Cader Thompson, Councilmembers Barnacle, Healy, Nau, Pocockay, Shribbs

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

**ATTEST:**

DocuSigned by:



84C00A429E049D

City Clerk

DocuSigned by:



FE1104104002470

Mayor



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**EXHIBIT A****FY 2023-24 Budget  
Appropriations by Department and Fund****CITY OF PETALUMA, CA****FY 2023-24 BUDGET****APPROPRIATIONS BY DEPARTMENT AND FUND**

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
<b>GENERAL FUND</b>			
General Fund Cost Center		2,177,722	2,177,722
City Council	115,451		115,451
City Attorney	1,428,395		1,428,395
City Clerk	812,766		812,766
City Manager	1,862,030		1,862,030
Economic Development	999,616		999,616
Finance	2,883,725		2,883,725
Human Resources	1,153,908		1,153,908
Non Departmental	1,902,088		1,902,088
Planning	1,131,879		1,131,879
Fire	21,127,480		21,127,480
Parks and Recreation	6,612,772		6,612,772
Police	27,154,604		27,154,604
Public Works	2,489,652	-	2,489,652
<b>TOTAL GENERAL FUND</b>	<b>69,674,366</b>	<b>2,177,722</b>	<b>71,852,088</b>
Measure U	-	20,185,395	20,185,395
<b>TOTAL MEASURE U FUND</b>	<b>-</b>	<b>20,185,395</b>	<b>20,185,395</b>
<b>SPECIAL REVENUE, TRUST &amp; DEBT FUNDS</b>			
Community Development Block Grant	329,574	761,626	1,091,200
Permanent Local Housing Authority (PHLA)	750,000		750,000
Housing Successor Agency	642,339		642,339
Mobile Home Rent Program	3,000	6,207	9,207
Commercial Linkage Fees	95,438	279,321	374,759
Housing In-Lieu Fees	146,190	335,185	481,375
Parkland Acquisition Impact Fees-08	3,506		3,506
Parkland Development Impact Fees-08	11,622	660,000	671,622
Open Space Acquisition Impact Fees - 08	1,539		1,539
City Facilities Development Impact Fee	21,834	1,719,000	1,740,834
Storm Drainage Impact Fees	1,130	2,400,000	2,401,130
Traffic Mitigation Impact Fees	214,336	1,619,000	1,833,336
Public Art Fees	447,031		447,031

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## CITY OF PETALUMA, CA

## FY 2023-24 BUDGET

## APPROPRIATIONS BY DEPARTMENT AND FUND

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
3% Admin Impact Fees	159,940		159,940
General Government Grants	-	1,335,000	1,335,000
Community Development Grants	750,000		750,000
Parks and Rec Grants	-	429,000	429,000
Fire Grants	139,600		139,600
Police Grants	1,451,211		1,451,211
Public Works Grants	535,000	1,259,000	1,794,000
Gas Tax	466	3,191,936	3,192,402
Landscape Assessment Districts	506,337		506,337
Abandoned Vehicle Abatement	166,616		166,616
Asset Seizures	703		703
Street Maintenance Gas Tax	4,354,625	5,027,370	9,381,995
Transient Occupancy Tax	803,147	3,293,276	4,096,423
Petaluma Tourism Improvement District	11,911		11,911
Haz Mat Fines	341		341
SLESF	29	130,000	130,029
Donations/developer Contrib	686		686
Prince Park Trust	-	182,520	182,520
Measure M Parks Sales Tax	252,396	707,283	959,679
Fairgrounds	450,000		450,000
General Government Debt	913,219	-	913,219
<b>TOTAL SPECIAL REVENUE, TRUST &amp; DEBT FUNDS</b>	<b>13,163,766</b>	<b>23,335,724</b>	<b>36,499,490</b>
<b>ENTERPRISE FUNDS</b>			
Airport Operations	2,102,017	523,000	2,625,017
Building Services	2,878,924		2,878,924
Marina	358,514		358,514
Public Transportation	6,640,453	1,309,000	7,949,453
<b>TOTAL ENTERPRISE FUNDS</b>	<b>11,979,908</b>	<b>1,832,000</b>	<b>13,811,908</b>
<b>UTILITIES</b>			
Waste Water Utility	27,451,800	27,853,000	55,304,800
Water Utility	21,149,935	8,015,000	29,164,935
Storm Utility	1,352,496	-	1,352,496
<b>TOTAL UTILITY FUNDS</b>	<b>49,954,231</b>	<b>35,868,000</b>	<b>85,822,231</b>

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CITY OF PETALUMA, CA			
FY 2023-24 BUDGET			
APPROPRIATIONS BY DEPARTMENT AND FUND			
	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
<b>INTERNAL SERVICE FUNDS</b>			
Employee Benefits	1,189,231		1,189,231
General Services	193,958		193,958
Information Technology	4,098,025		4,098,025
Risk Management (Liability)	2,792,987		2,792,987
Vehicle and Equipment Replacement	2,385,718		2,385,718
Workers' Compensation	<u>3,819,118</u>		<u>3,819,118</u>
<b>TOTAL INTERNAL SERVICE FUNDS</b>	14,479,037	-	14,479,037
<b>CAPITAL PROJECT FUNDS</b>			
Facilities CIP	8,951,000	-	8,951,000
Parks and Recreation CIP	10,417,000	-	10,417,000
Public Works/Surface Water CIP	23,015,000	-	23,015,000
Airport CIP	523,000		523,000
Transit CIP	1,747,000	-	1,747,000
Waste Water/Recycled Water CIP	29,006,000	-	29,006,000
Water CIP	<u>15,813,000</u>	-	<u>15,813,000</u>
<b>TOTAL CAPITAL PROJECT FUNDS</b>	89,472,000	-	89,472,000
Successor Agency Debt	5,131,711	-	5,131,711
Successor Agency Admin	<u>261,886</u>	-	<u>261,886</u>
<b>TOTAL SUCCESSOR AGENCY FUNDS</b>	5,393,597	-	5,393,597
<b>GRAND TOTAL</b>	<b><u>\$ 254,116,905</u></b>	<b><u>\$ 83,398,841</u></b>	<b><u>\$ 337,515,746</u></b>

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## Resolution No. 2023-077 N.C.S. of the City of Petaluma, California

### **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, 2023 through June 30, 2024, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2023-2024 includes authorized and funded full time equivalent positions; and

**WHEREAS**, the schedules have been updated to include positions recommended in the FY2023-2024 and

**WHEREAS**, the FY 2023-2024 budget was prepared in accordance with the City Council's goals, Departmental Work Plans, budget assumptions and policies; and

**WHEREAS**, the adoption of a fiscal year budget is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any specific project, and because the action constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment, and relatedly, the proposed action is exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

**WHEREAS**, the City Council conducted a public workshop on May 8, 2023, 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.

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3. Finds that the City complied with the California Constitution, Government Code Section 7910, and City Charter.
4. Adopts the Updated Authorized and Funded Position Schedule included in the FY 2023-2024 Preliminary Budget.
5. Orders the City Clerk to file the FY 2023-2024 Updated Authorized and Funded Position schedule, referred to as Exhibit A.

Under the power and authority conferred upon this Council by the Charter of said City.

**REFERENCE:**

I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the 15<sup>th</sup> day of May 2023, by the following vote:

Approved as to

DocuSigned by:

*[Signature]*

DocuSigned by:

City Attorney

**AYES:**

Mayor McDonnell, Vice Mayor Cader Thompson, Councilmembers Barnacle, Healy, Nau, Pockay, Shribbs

**NOES:**

None

**ABSENT:**

None

**ABSTAIN:**

None

**ATTEST:**

DocuSigned by:

*[Signature]*

DocuSigned by:

City Clerk

DocuSigned by:

*Kevin McDonnell*

DocuSigned by:

Mayor



DocuSign Envelope ID: 85BC4550-14A7-4A37-BF2F-9075DC7E6E04

**EXHIBIT A****FULL TIME POSITIONS - AUTHORIZED AND FUNDED  
FY 2023-24 ALLOCATION BY HOME DEPARTMENT****Full Time Positions - Authorized and Funded - Allocation by Home Department**

DEPARTMENT POSITION	FY 21-22		FY 22-23		FY 23-24		Allocation		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u><b>CITY CLERK</b></u>									
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Records Coordinator - Limited Term	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant Confidential	1.00	0.00	1.00	0.00	1.00	0.00			
<b>Total City Clerk</b>	<b>4.00</b>	<b>3.00</b>	<b>4.00</b>	<b>3.00</b>	<b>4.00</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	<b>0.00</b>
<u><b>CITY ATTORNEY</b></u>									
City Attorney	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant City Attorney	2.50	2.50	2.50	2.50	2.50	2.50	2.50		
Legal Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
<b>Total City Attorney</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>0.00</b>	<b>0.00</b>
<u><b>CITY MANAGER</b></u>									
City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Asst. City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Asst to City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Planner	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Exec. Asst. to City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Climate Action Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant Confidential	1.00	0.00	1.00	0.00	1.00	0.00			
<b>Total City Manager</b>	<b>8.00</b>	<b>6.00</b>	<b>8.00</b>	<b>6.00</b>	<b>8.00</b>	<b>6.00</b>	<b>6.00</b>	<b>0.00</b>	<b>0.00</b>
<u><b>ECONOMIC DEV. &amp; OPEN GOVERNMENT / IT</b></u>									
Communications Program Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Data and Systems Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Director of Economic Develop & Open Gov	1.00	1.00	1.00	1.00	1.00	1.00	0.50		0.50
Economic Development Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Economic Development Specialist	1.00	0.00	1.00	0.00	1.00	0.00			
Info Tech Specialist 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	0.00	1.00	0.00	1.00	0.00			0.00
Geographic Info Systems Administrator	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Management Analyst II	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Business Systems Analyst	1.00	0.00	1.00	0.00	1.00	0.00			
<b>Total Econ. Dev./Redev.</b>	<b>14.00</b>	<b>10.00</b>	<b>14.00</b>	<b>10.00</b>	<b>14.00</b>	<b>10.00</b>	<b>2.50</b>	<b>0.00</b>	<b>7.50</b>



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**FULL TIME POSITIONS - AUTHORIZED AND FUNDED  
FY 2023-24 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 21-22		FY 22-23		FY 23-24		Allocation		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<b><u>HUMAN RESOURCES &amp; RISK MANAGEMENT</u></b>									
Administrative Assistant Conf	1.00	1.00	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		
Senior Human Resources Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
HR Assistant Conf	1.00	0.00	1.00	0.00	1.00	0.00			
Human Resources Specialist Conf	3.80	3.80	3.80	3.80	3.80	3.80	1.80		2.00
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
<b>Total Human Resources</b>	<b>9.80</b>	<b>7.80</b>	<b>9.80</b>	<b>7.80</b>	<b>9.80</b>	<b>7.80</b>	<b>4.80</b>	<b>0.00</b>	<b>3.00</b>
<b><u>PARKS &amp; RECREATION / COMMUNITY SERVICES</u></b>									
Deputy Director of Parks and Recreation	0.00	0.00	1.00	0.00	1.00	0.00			
Director of Parks and Recreation	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Facilities Supervisor	0.00	0.00	0.00	0.00	0.00	0.00			
Facilities Technician I/II	1.00	1.00	1.00	1.00	1.00	1.00	0.80	0.20	
Management Analyst II	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Office Assistant	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Parks & Facilities Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Superintendent of Parks and Facilities	1.00	1.00	1.00	1.00	1.00	1.00	0.50	0.20	0.30
Parks Maintenance Crew Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Parks Maintenance Lead Worker	3.00	2.00	3.00	2.00	3.00	2.00	2.00		
Parks Maintenance Worker I/II	10.00	7.00	10.00	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		
Administrative Assistant	2.00	1.00	2.00	1.00	2.00	1.00	1.00		
Senior Facilities Technician	1.00	1.00	1.00	1.00	1.00	1.00	0.70	0.30	
<b>Total Recreation</b>	<b>26.00</b>	<b>20.00</b>	<b>28.00</b>	<b>21.00</b>	<b>28.00</b>	<b>21.00</b>	<b>19.00</b>	<b>0.70</b>	<b>1.30</b>
<b><u>FINANCE DEPARTMENT</u></b>									
Director of Finance	1.00	0.00	1.00	0.00	1.00	0.00			
Deputy City Manager / Director of Finance	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Finance Analyst	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Accountant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Accountant	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Finance Analyst	2.00	2.00	2.00	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	0.00	1.00	0.00	1.00	0.00			
Revenue Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Finance and Accounting Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
General Services Assistant	1.00	0.00	1.00	0.00	1.00	0.00			
Office Assistant	2.00	2.00	1.00	1.00	1.00	1.00			1.00
<b>Total Finance</b>	<b>22.00</b>	<b>17.00</b>	<b>21.00</b>	<b>16.00</b>	<b>21.00</b>	<b>16.00</b>	<b>15.00</b>	<b>0.00</b>	<b>1.00</b>

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**FULL TIME POSITIONS - AUTHORIZED AND FUNDED  
FY 2023-24 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 21-22		FY 22-23		FY 23-24		Allocation		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<b><u>FIRE</u></b>									
Senior Administrative Assistant Confidential	1.00	0.00	1.00	0.00	1.00	0.00			
Administrative Technician Conf	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Emergency Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.30	0.40	0.30
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 Marshall	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Firefighter	9.00	9.00	9.00	9.00	9.00	9.00	9.00		
Firefighter/Paramedic	27.00	27.00	27.00	27.00	27.00	27.00	27.00		
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
<b>Total Fire</b>	<b>68.00</b>	<b>67.00</b>	<b>68.00</b>	<b>67.00</b>	<b>68.00</b>	<b>67.00</b>	<b>66.30</b>	<b>0.40</b>	<b>0.30</b>
<b><u>POLICE</u></b>									
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Deputy Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Administrative Assistant Confidential	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Abandoned Vehicle Abatement Officer	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Community Service Officer	5.00	3.00	5.00	3.00	5.00	3.00	3.00		
Evidence Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Management Analyst II	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Property Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Lieutenant	4.00	4.00	4.00	4.00	4.00	4.00	4.00		
Police Officer	64.00	55.00	64.00	54.00	64.00	54.00	53.00		1.00
Police Records Technician I/II	5.50	5.00	5.50	5.00	5.50	5.00	5.00		
Parking Enforcement Officer	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Police Records Supervisor	1.00	1.00	0.00	0.00	0.00	0.00	0.00		
Police Records/Evidence Supervisor	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Police Sergeant	10.00	9.00	10.00	10.00	10.00	10.00	10.00		
Police Technical Services Manager	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Police Training Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Communications Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Dispatcher	12.00	11.60	12.00	11.60	12.00	11.60	11.60		
Senior Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00	1.00	0.55	0.45	
Community Engagement Liaison	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Comm Mgr	1.00	0.00	1.00	0.00	1.00	0.00			
Administrative Assistant	1.00	0.00	1.00	0.00	1.00	0.00			
<b>Total Police</b>	<b>116.50</b>	<b>101.60</b>	<b>117.50</b>	<b>102.60</b>	<b>117.50</b>	<b>102.60</b>	<b>100.15</b>	<b>0.45</b>	<b>2.00</b>

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**FULL TIME POSITIONS - AUTHORIZED AND FUNDED  
FY 2023-24 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 21-22		FY 22-23		FY 23-24		Allocation		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>COMMUNITY DEVELOPMENT/ BUILDING SERVICES/ HOUSING</u>									
Building Inspector III	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Permit Technician	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Chief Bldg Official	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Deputy Chief Building Official	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Director of Community Development	1.00	1.00	1.00	1.00	1.00	1.00	0.33	0.67	
Management Analyst II	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	1.00	1.00	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			
<b>Total Building Services</b>	<b>12.00</b>	<b>11.00</b>	<b>13.00</b>	<b>12.00</b>	<b>13.00</b>	<b>12.00</b>	<b>1.16</b>	<b>9.34</b>	<b>1.50</b>
<u>PUBLIC WORKS &amp; UTILITIES</u>									
Senior Administrative Assistant	3.50	3.50	3.50	3.50	3.50	3.50	0.20	3.20	0.10
Administrative Technician	1.00	0.00	1.00	0.00	1.00	0.00			
Administrative Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.85	0.05
Airport & Marina Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Airport Maintenance Worker	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Associate Civil Engineer	4.00	4.00	4.00	4.00	4.00	4.00		2.08	1.92
Assistant Engineer II	2.00	2.00	2.00	2.00	2.00	2.00			2.00
Senior Civil Engineer	5.00	5.00	5.00	5.00	5.00	5.00			5.00
Asst. Operations Manager	2.00	2.00	2.00	2.00	2.00	2.00	0.20	1.00	0.80
Asst. Utility System Operator	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Dir. Public Works & Utilities	1.00	1.00	1.00	1.00	1.00	1.00	0.07	0.83	0.10
Assistant PW & Utilities Director	1.00	1.00	1.00	1.00	1.00	1.00	0.15	0.70	0.15
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	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Engineering Tech II	3.00	1.00	3.00	1.00	3.00	1.00		0.95	0.05
Environmental Compliance Inspector	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Environmental Services Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Environmental Services Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Environmental Services Analyst	1.00	1.00	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	
Equipment Mechanic	2.00	2.00	2.00	2.00	2.00	2.00	0.70	1.15	0.15
Equipment Mechanical Lead Worker	1.00	1.00	1.00	1.00	1.00	1.00	0.75	0.15	0.10

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**FULL TIME POSITIONS - AUTHORIZED AND FUNDED  
FY 2023-24 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 21-22		FY 22-23		FY 23-24		Allocation		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General	Enterprise	Other
Laboratory Analyst	2.00	2.00	2.00	2.00	2.00	2.00			2.00
Laboratory Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Management Analyst II	1.00	1.00	0.00	0.00	0.00	0.00		1.00	
Mechanical and Electrical Maint Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Office Assistant	3.00	0.00	3.00	0.00	3.00	0.00			
Operations Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Plant Mechanic	3.00	3.00	3.00	3.00	3.00	3.00		3.00	
Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.20		0.80
Public Works Crew Supervisor	2.00	1.00	2.00	1.00	2.00	1.00	0.10		0.90
Public Works Inspector II	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Public Works Inspector	4.00	4.00	4.00	4.00	4.00	4.00	2.15		1.85
Public Works Supervisor	1.00	0.00	1.00	0.00	1.00	0.00			
Administrative Assistant	3.00	3.00	3.00	3.00	3.00	3.00	0.95	1.80	0.25
Senior Engineering Technician	3.00	3.00	3.00	3.00	3.00	3.00	0.80	1.20	1.00
Senior Laboratory Analyst	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.80	0.10
Senior Plant Mechanic	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Senior Transit Planner	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Street Maintenance Lead Wkr	3.00	3.00	3.00	3.00	3.00	3.00			3.00
Street Maintenance Worker I/II	10.00	9.00	10.00	9.00	10.00	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		0.65
Transit Planner III	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Transit Specialist - Limited Term	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Transit Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Utility Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Utility Services Crew Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Utility Service Lead Worker	5.00	5.00	5.00	5.00	5.00	5.00		5.00	
Utility Service Worker I/II	17.00	16.00	17.00	16.00	17.00	16.00		16.00	
Utility Service Worker III	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Utility Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Utility System Operator	1.00	1.00	2.00	2.00	2.00	2.00		2.00	
Utility Technician	2.00	2.00	2.00	1.00	2.00	1.00		1.00	
Water Recycling Plant Lead Operator	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Water Recycling Plant Operator I/II	7.00	7.00	8.00	8.00	8.00	8.00		8.00	
Water Recycling Plant Operations Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Resources and Conservation Manager	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Water Service Rep Lead Worker	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Service Representative	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
<b>Total Public Works &amp; Utilities</b>	<b>138.50</b>	<b>121.50</b>	<b>140.50</b>	<b>122.50</b>	<b>140.50</b>	<b>122.50</b>	<b>7.42</b>	<b>82.76</b>	<b>32.32</b>
<b>Total Position Summary</b>	<b>423.30</b>	<b>369.40</b>	<b>428.30</b>	<b>372.40</b>	<b>428.30</b>	<b>372.40</b>	<b>229.83</b>	<b>93.65</b>	<b>48.92</b>

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**EFFECTIVE DATE  
OF ORDINANCE**

July 05, 2023

**ORDINANCE NO. 2849 N.C.S.**

Introduced by: Janice Cader Thompson

Seconded by: Brian Barnacle

**AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF  
PETALUMA GENERAL AND MEASURE U FUNDS FROM JULY 1, 2023 THROUGH JUNE 30, 2024**

**WHEREAS**, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2023, through June 30, 2024, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2023-2024 does not exceed the estimated revenues, other sources and available fund balances; and

**WHEREAS**, the FY 2023-2024 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 8th, 2023, at which time any and all members of the public were afforded an opportunity to express their views; and.

**WHEREAS**, on May 15th, 2023, this ordinance was introduced and approved unanimously 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. Findings** The above recitals are declared to be true and correct and are incorporated into this resolution as findings of the City Council.

**Section 2. Exemptions from CEQA** The adoption of the fiscal year budget is found exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any 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



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exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

**Section 3. Appropriations Finding** There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2023 through June 30, 2024, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

**Section 4. Adjustments** Changes with relation to the above appropriations between each respective department or fund may be made by resolution adopted by the City Council. The City Manager may administratively make changes within the departmental appropriations 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. Balanced Budget** The City Council hereby finds and determines the amount of appropriations provided hereby does not exceed the estimated revenue, other sources and available fund balances in the amounts set in Exhibit A, which will be on file with the City Clerk for the fiscal year ending June 30, 2024.

**Section 6. Severability** All ordinance or parts of ordinances in conflict herewith are hereby repealed.

**Section 7. Posting/Publishing of Notice** The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

**INTRODUCED** and ordered published and posted this 15th day of May 2023.

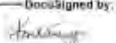
**ADOPTED** this 5<sup>th</sup> day of June 2023 by the following vote:

Ayes:	Mayor McDonnell, Councilmembers Cader Thompson, Barnacle, Healy, Nau, Pocekay, Shribbs
Noes:	None
Abstain:	None
Absent:	None

DocuSigned by:  

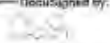

Kevin McDonnell, Mayor

ATTEST:

DocuSigned by:  


Kendall Sawyer, CMC, City Clerk

APPROVED AS TO FORM:

DocuSigned by:  


Eric Danly, City Attorney



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**EFFECTIVE DATE  
OF ORDINANCE**

June 05, 2023

**ORDINANCE NO. 2850 N.C.S.**

Introduced by: Janice Cader Thompson

Seconded by: Brian Barnacle

**AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF  
PETALUMA ENTERPRISE FUNDS FROM JULY 1, 2023 THROUGH JUNE 30, 2024**

**WHEREAS**, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2023, through June 30, 2024, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2023-2024 does not exceed the estimated revenues, other sources and available fund balances; and

**WHEREAS**, the FY 2023-2024 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 8th, 2023, at which time any and all members of the public were afforded an opportunity to express their views; and.

**WHEREAS**, on May 15th, 2023, this ordinance was introduced and approved unanimously 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. Findings** The above recitals are declared to be true and correct and are incorporated into this resolution as findings of the City Council.

**Section 2. Exemptions from CEQA** The adoption of the fiscal year budget is found exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any 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

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exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

**Section 3. Appropriations Finding** There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2023 through June 30, 2024, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

**Section 4. Adjustments** Changes with relation to the above appropriations between each respective department or fund may be made by resolution adopted by the City Council. The City Manager may administratively make changes within the departmental appropriations 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. Balanced Budget** The City Council hereby finds and determines the amount of appropriations provided hereby does not exceed the estimated revenue, other sources and available fund balances in the amounts set in Exhibit A, which will be on file with the City Clerk for the fiscal year ending June 30, 2024.

**Section 6. Severability** All ordinance or parts of ordinances in conflict herewith are hereby repealed.

**Section 7. Posting/Publishing of Notice** The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

**INTRODUCED** and ordered published and posted this 15th day of May 2023.

**ADOPTED** this 5<sup>th</sup> day of June 2023 by the following vote:

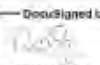
Ayes:	Mayor McDonnell, Councilmembers Cader Thompson, Barnacle, Healy, Nau, Pocekay, Shribbs
Noes:	None
Abstain:	None
Absent:	None

DocuSigned by:  
  
 Kevin McDonnell, Mayor

ATTEST:

DocuSigned by:  
  
 Kendall Sawyer, CMC, City Clerk

APPROVED AS TO FORM:

DocuSigned by:  
  
 Eric Danly, City Attorney

DocuSign Envelope ID: 527B540E-AC34-435E-B155-6851AB611960

**EFFECTIVE DATE  
OF ORDINANCE**

June 05, 2023

**ORDINANCE NO. 2851 N.C.S.**

Introduced by: Janice Cader Thompson

Seconded by: Brian Barnacle

**AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF  
PETALUMA UTILITY FUNDS FROM JULY 1, 2023 THROUGH JUNE 30, 2024**

**WHEREAS**, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2023, through June 30, 2024, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2023-2024 does not exceed the estimated revenues, other sources and available fund balances; and

**WHEREAS**, the FY 2023-2024 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 8th, 2023, at which time any and all members of the public were afforded an opportunity to express their views; and

**WHEREAS**, on May 15th, 2023, this ordinance was introduced and approved unanimously 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. Findings** The above recitals are declared to be true and correct and are incorporated into this resolution as findings of the City Council.

**Section 2. Exemptions from CEQA** The adoption of the fiscal year budget is found exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any 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

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exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment..

**Section 3. Appropriations Finding** There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2023 through June 30, 2024, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

**Section 4. Adjustments** Changes with relation to the above appropriations between each respective department or fund may be made by resolution adopted by the City Council. The City Manager may administratively make changes within the departmental appropriations 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. Balanced Budget** The City Council hereby finds and determines the amount of appropriations provided hereby does not exceed the estimated revenue, other sources and available fund balances in the amounts set in Exhibit A, which will be on file with the City Clerk for the fiscal year ending June 30, 2024.

**Section 6. Severability** All ordinance or parts of ordinances in conflict herewith are hereby repealed.

**Section 7. Posting/Publishing of Notice** The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

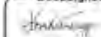
**INTRODUCED** and ordered published and posted this 15th day of May 2023.

**ADOPTED** this 5<sup>th</sup> day of June 2023 by the following vote:

Ayes:	Mayor McDonnell, Councilmembers Cader Thompson, Barnacle, Healy, Nau, Pocekay, Shribbs
Noes:	None
Abstain:	None
Absent:	None

ATTEST:

DocuSigned by:



THOMPSON06232023

Kendall Sawyer, CMC, City Clerk

DocuSigned by:



Kevin McDonnell, Mayor

APPROVED AS TO FORM:

DocuSigned by:



THOMPSON06232023

Eric Danly, City Attorney



DocuSign Envelope ID: 527B540E-AC34-435E-B155-6851AB611960

**EFFECTIVE DATE  
OF ORDINANCE**

June 05, 2023

**ORDINANCE NO. 2852 N.C.S.**

Introduced by: Janice Cader Thompson

Seconded by: Brian Barnacle

**AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF  
PETALUMA INTERNAL SERVICE FUNDS FROM JULY 1, 2023 THROUGH JUNE 30, 2024**

**WHEREAS**, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2023, through June 30, 2024, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2023-2024 does not exceed the estimated revenues, other sources and available fund balances; and

**WHEREAS**, the FY 2023-2024 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 8th, 2023, at which time any and all members of the public were afforded an opportunity to express their views; and

**WHEREAS**, on May 15th, 2023, this ordinance was introduced and approved unanimously 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. Findings** The above recitals are declared to be true and correct and are incorporated into this resolution as findings of the City Council.

**Section 2. Exemptions from CEQA** The adoption of the fiscal year budget is found exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any 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

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exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

**Section 3. Appropriations Finding** There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2023 through June 30, 2024, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

**Section 4. Adjustments** Changes with relation to the above appropriations between each respective department or fund may be made by resolution adopted by the City Council. The City Manager may administratively make changes within the departmental appropriations 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. Balanced Budget** The City Council hereby finds and determines the amount of appropriations provided hereby does not exceed the estimated revenue, other sources and available fund balances in the amounts set in Exhibit A, which will be on file with the City Clerk for the fiscal year ending June 30, 2024.

**Section 6. Severability** All ordinance or parts of ordinances in conflict herewith are hereby repealed.

**Section 7. Posting/Publishing of Notice** The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

**INTRODUCED** and ordered published and posted this 15<sup>th</sup> day of May 2023.

**ADOPTED** this 5<sup>th</sup> day of June 2023 by the following vote:

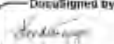
Ayes:	Mayor McDonnell, Councilmembers Cader Thompson, Barnacle, Healy, Nau, Pocekay, Shribbs
Noes:	None
Abstain:	None
Absent:	None

DocuSigned by:  

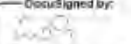

Kevin McDonnell, Mayor

ATTEST:

APPROVED AS TO FORM:

DocuSigned by:  


Kendall Sawyer, CMC, City Clerk

DocuSigned by:  


Eric Danly, City Attorney



DocuSign Envelope ID: 527B540E-AC34-435E-B155-6851AB611960

**EFFECTIVE DATE  
OF ORDINANCE**

June 05, 2023

**ORDINANCE NO. 2853 N.C.S.**

Introduced by: Janice Cader Thompson

Seconded by: Brian Barnacle

**AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF  
PETALUMA SPECIAL REVENUES, TRUST AND DEBT FUNDS FROM JULY 1, 2023 THROUGH  
JUNE 30, 2024**

**WHEREAS**, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2023, through June 30, 2024, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2023-2024 does not exceed the estimated revenues, other sources and available fund balances; and

**WHEREAS**, the FY 2023-2024 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 8th, 2023, at which time any and all members of the public were afforded an opportunity to express their views; and

**WHEREAS**, on May 15th, 2023, this ordinance was introduced and approved unanimously 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. Findings** The above recitals are declared to be true and correct and are incorporated into this resolution as findings of the City Council.

**Section 2. Exemptions from CEQA** The adoption of the fiscal year budget is found exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any 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

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exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment..

**Section 3. Appropriations Finding** There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2023 through June 30, 2024, the amounts set in the attached Exhibit A, incorporated by herein reference, and distributed to the various funds as set out in said exhibit and shall be expended and used in accordance therewith.

**Section 4. Adjustments** Changes with relation to the above appropriations between each respective department or fund may be made by resolution adopted by the City Council. The City Manager may administratively make changes within the departmental appropriations 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. Balanced Budget** The City Council hereby finds and determines the amount of appropriations provided hereby does not exceed the estimated revenue, other sources and available fund balances in the amounts set in Exhibit A, which will be on file with the City Clerk for the fiscal year ending June 30, 2024.

**Section 6. Severability** All ordinance or parts of ordinances in conflict herewith are hereby repealed.

**Section 7. Posting/Publishing of Notice** The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

**INTRODUCED** and ordered published and posted this 15<sup>th</sup> day of May 2023.

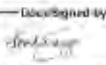
**ADOPTED** this 5<sup>th</sup> day of June 2023 by the following vote:

Ayes:	Mayor McDonnell, Councilmembers Cader Thompson, Barnacle, Healy, Nau, Pocckay, Shribbs
Noes:	None
Abstain:	None
Absent:	None

DocuSigned by:  

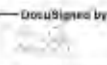

Kevin McDonnell, Mayor

ATTEST:

DocuSigned by:  


Kendall Sawyer, CMC, City Clerk

APPROVED AS TO FORM:

DocuSigned by:  


Eric Danly, City Attorney

DocuSign Envelope ID: 527B540E-AC34-435E-B155-6851AB611960

**EFFECTIVE DATE  
OF ORDINANCE**

June 05, 2023

**ORDINANCE NO. 2854 N.C.S.**

Introduced by: Janice Cader Thompson

Seconded by: Brian Barnacle

**AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF  
PETALUMA CAPITAL PROJECT FUNDS FROM JULY 1, 2023 THROUGH JUNE 30, 2024**

**WHEREAS**, the City Manager has prepared and submitted to the City Council a preliminary budget for the period from July 1, 2023, through June 30, 2024, as required by Sections 59 & 60 of the City Charter; and

**WHEREAS**, the preliminary budget for fiscal year (FY) 2023-2024 does not exceed the estimated revenues, other sources and available fund balances; and

**WHEREAS**, the FY 2023-2024 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 8th, 2023, at which time any and all members of the public were afforded an opportunity to express their views; and

**WHEREAS**, on May 15th, 2023, this ordinance was introduced and approved unanimously 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. Findings** The above recitals are declared to be true and correct and are incorporated into this resolution as findings of the City Council.

**Section 2. Exemptions from CEQA** The adoption of the fiscal year budget is found exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378, as adopting the budget for a fiscal year does not meet CEQA's definition of a "project," because the action does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, it is a fiscal activity which does not involve commitment to any 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

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exempt under the common-sense exemption, CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the proposed action could have a significant impact on the environment.

**Section 3. Appropriations Finding** There is hereby appropriated for the usual and ordinary expenses of the City of Petaluma for the period of July 1, 2023 through June 30, 2024, 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.

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**Section 6. Severability** All ordinance or parts of ordinances in conflict herewith are hereby repealed.

**Section 7. Posting/Publishing of Notice** The City Clerk is hereby directed to post/publish this ordinance or a synopsis of this ordinance for the period and in the manner required by the City Charter and State Law.

**INTRODUCED** and ordered published and posted this 15<sup>th</sup> day of May 2023.

**ADOPTED** this 5<sup>th</sup> day of June 2023 by the following vote:


Ayes:	Mayor McDonnell, Councilmembers Cader Thompson, Barnacle, Healy, Nau, Pocekay, Shribbs
Noes:	None
Abstain:	None
Absent:	None

DocuSigned by:  
  
 Kevin McDonnell, Mayor

ATTEST:

APPROVED AS TO FORM:

DocuSigned by:  
  
 Kendall Sawyer, CMC, City Clerk

DocuSigned by:  
  
 Eric Danly, City Attorney



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**EXHIBIT A****FY 2023-24 Budget  
Appropriations by Department and Fund****CITY OF PETALUMA, CA****FY 2023-24 BUDGET****APPROPRIATIONS BY DEPARTMENT AND FUND**

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
<b>GENERAL FUND</b>			
General Fund Cost Center		2,177,722	2,177,722
City Council	115,451		115,451
City Attorney	1,428,395		1,428,395
City Clerk	812,766		812,766
City Manager	1,862,030		1,862,030
Economic Development	999,616		999,616
Finance	2,883,725		2,883,725
Human Resources	1,153,908		1,153,908
Non Departmental	1,902,088		1,902,088
Planning	1,131,879		1,131,879
Fire	21,127,480		21,127,480
Parks and Recreation	6,612,772		6,612,772
Police	27,154,604		27,154,604
Public Works	2,489,652	-	2,489,652
<b>TOTAL GENERAL FUND</b>	<b>69,674,366</b>	<b>2,177,722</b>	<b>71,852,088</b>
Measure U	-	20,185,395	20,185,395
<b>TOTAL MEASURE U FUND</b>	<b>-</b>	<b>20,185,395</b>	<b>20,185,395</b>
<b>SPECIAL REVENUE, TRUST &amp; DEBT FUNDS</b>			
Community Development Block Grant	329,574	761,626	1,091,200
Permanent Local Housing Authority (PHLA)	750,000		750,000
Housing Successor Agency	642,339		642,339
Mobile Home Rent Program	3,000	6,207	9,207
Commercial Linkage Fees	95,438	279,321	374,759
Housing In-Lieu Fees	146,190	335,185	481,375
Parkland Acquisition Impact Fees-08	3,506		3,506
Parkland Development Impact Fees-08	11,622	660,000	671,622
Open Space Acquisition Impact Fees - 08	1,539		1,539
City Facilities Development Impact Fee	21,834	1,719,000	1,740,834
Storm Drainage Impact Fees	1,130	2,400,000	2,401,130
Traffic Mitigation Impact Fees	214,336	1,619,000	1,833,336
Public Art Fees	447,031		447,031

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## CITY OF PETALUMA, CA

## FY 2023-24 BUDGET

## APPROPRIATIONS BY DEPARTMENT AND FUND

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
3% Admin Impact Fees	159,940		159,940
General Government Grants	-	1,335,000	1,335,000
Community Development Grants	750,000		750,000
Parks and Rec Grants	-	429,000	429,000
Fire Grants	139,600		139,600
Police Grants	1,451,211		1,451,211
Public Works Grants	535,000	1,259,000	1,794,000
Gas Tax	466	3,191,936	3,192,402
Landscape Assessment Districts	506,337		506,337
Abandoned Vehicle Abatement	166,616		166,616
Asset Seizures	703		703
Street Maintenance Gas Tax	4,354,625	5,027,370	9,381,995
Transient Occupancy Tax	803,147	3,293,276	4,096,423
Petaluma Tourism Improvement District	11,911		11,911
Haz Mat Fines	341		341
SLESF	29	130,000	130,029
Donations/developer Contrib	686		686
Prince Park Trust	-	182,520	182,520
Measure M Parks Sales Tax	252,396	707,283	959,679
Fairgrounds	450,000		450,000
General Government Debt	913,219	-	913,219
<b>TOTAL SPECIAL REVENUE, TRUST &amp; DEBT FUNDS</b>	<b>13,163,766</b>	<b>23,335,724</b>	<b>36,499,490</b>
<b>ENTERPRISE FUNDS</b>			
Airport Operations	2,102,017	523,000	2,625,017
Building Services	2,878,924		2,878,924
Marina	358,514		358,514
Public Transportation	6,640,453	1,309,000	7,949,453
<b>TOTAL ENTERPRISE FUNDS</b>	<b>11,979,908</b>	<b>1,832,000</b>	<b>13,811,908</b>
<b>UTILITIES</b>			
Waste Water Utility	27,451,800	27,853,000	55,304,800
Water Utility	21,149,935	8,015,000	29,164,935
Storm Utility	1,352,496	-	1,352,496
<b>TOTAL UTILITY FUNDS</b>	<b>49,954,231</b>	<b>35,868,000</b>	<b>85,822,231</b>



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## CITY OF PETALUMA, CA

## FY 2023-24 BUDGET

## APPROPRIATIONS BY DEPARTMENT AND FUND

	Budgeted Appropriations	Budgeted Transfers Out	Total Budget
<b>INTERNAL SERVICE FUNDS</b>			
Employee Benefits	1,189,231		1,189,231
General Services	193,958		193,958
Information Technology	4,098,025		4,098,025
Risk Management (Liability)	2,792,987		2,792,987
Vehicle and Equipment Replacement	2,385,718		2,385,718
Workers' Compensation	<u>3,819,118</u>		<u>3,819,118</u>
<b>TOTAL INTERNAL SERVICE FUNDS</b>	14,479,037	-	14,479,037
<b>CAPITAL PROJECT FUNDS</b>			
Facilities CIP	8,951,000	-	8,951,000
Parks and Recreation CIP	10,417,000	-	10,417,000
Public Works/Surface Water CIP	23,015,000	-	23,015,000
Airport CIP	523,000		523,000
Transit CIP	1,747,000	-	1,747,000
Waste Water/Recycled Water CIP	29,006,000	-	29,006,000
Water CIP	<u>15,813,000</u>	-	<u>15,813,000</u>
<b>TOTAL CAPITAL PROJECT FUNDS</b>	89,472,000	-	89,472,000
Successor Agency Debt	5,131,711	-	5,131,711
Successor Agency Admin	<u>261,886</u>	-	<u>261,886</u>
<b>TOTAL SUCCESSOR AGENCY FUNDS</b>	5,393,597	-	5,393,597
<b>GRAND TOTAL</b>	<b>\$ 254,116,905</b>	<b>\$ 83,398,841</b>	<b>\$ 337,515,746</b>



## FISCAL YEAR 2024

## Allocation of Internal Service Funds and Administrative Overhead Charges

Department/Division	Information Technology FY 2024	General Service FY 2024	Risk FY 2024	Administrative Charges FY 2024	Total Allocation FY 2024
General					-
City Council			22,169		22,169
City Attorney	130,251		21,316		151,567
City Clerk	56,464		9,010		65,474
City Manager	49,339		24,213		73,552
Economic Development	85,060		9,748		94,808
Finance	304,969		76,241		381,210
Human Resources	53,469		17,321		70,790
Community Development	41,900		9,638		51,538
Fire	246,595		403,433		650,028
Recreation	84,501		218,747		303,248
Police	922,669		717,719		1,640,388
Public Works	272,021	-	514,874	-	786,895
<b>General Fund</b>	<b>2,247,238</b>	<b>-</b>	<b>2,044,429</b>	<b>-</b>	<b>4,291,667</b>
Housing In-Lieu	22,891		2,181	4,238	29,310
Impact fees			6,388	168,172	174,560
CDBG	1,410		4,078	12,886	18,374
General Government Donations			290	396	686
Special Revenue			5,085	43,098	48,183
Street Maintenance	18,377		156,517	247,102	421,996
Landscape Assessment Districts	4,093		5,871	26,804	36,768
TOT			5,802	157,345	163,147
Governmental CIP	-	-	125,312	251,129	376,441
<b>Special Revenue Funds</b>	<b>46,771</b>	<b>-</b>	<b>311,524</b>	<b>911,170</b>	<b>1,269,465</b>
Airport Operation	48,677		41,429	166,129	256,235
Airport CIP				-	-
Building Services	208,288		42,204	302,518	553,010
Marina	21,678		29,062	62,146	112,886
Marina CIP					-
Transit Operations	198,909		72,680	128,820	400,409
Transit CIP				-	-
Wastewater Administration	964,144		242,869	1,172,116	2,379,129
Wastewater CIP			10,227	31,414	41,641
Water Administration	1,065,727		271,029	1,055,211	2,391,967
Water CIP			7,708	20,060	27,768
Storm Utility	-	-	17,368	42,896	60,264
<b>Enterprise Funds</b>	<b>2,507,423</b>	<b>-</b>	<b>734,576</b>	<b>2,981,310</b>	<b>6,223,309</b>

## FISCAL YEAR 2024

## Allocation of Internal Service Funds and Administrative Overhead Charges

Department/Division	Information Technology FY 2024	General Service FY 2024	Risk FY 2024	Administrative Charges FY 2024	Total Allocation FY 2024
Information Technology			-		-
Employee Benefits	-		10,082		10,082
Workers Compensation	4,700		21,440	273,853	299,993
General Services	11,213		2,648		13,861
Risk Management	54,318	-	39,709	-	94,027
<b>Internal Service Funds</b>	<b>70,231</b>	<b>-</b>	<b>73,879</b>	<b>273,853</b>	<b>417,963</b>
Successor Agency Housing			6,945	114,317	121,262
Successor Agency	-	-	8,820	83,444	92,264
<b>Successor Agency Funds</b>	<b>-</b>	<b>-</b>	<b>15,765</b>	<b>197,761</b>	<b>213,526</b>
<b>TOTAL ALLOCATIONS</b>	<b>\$ 4,871,663</b>	<b>\$ -</b>	<b>\$ 3,180,173</b>	<b>\$ 4,364,094</b>	<b>\$ 12,415,930</b>

## TRANSFERS OUT

FROM	TO	AMOUNT	PURPOSE
General Fund	Waste Water	93,580	Waste Water Settlement
General Fund	Storm Utility	37,383	loan repayment
General Fund	Storm Utility	11,090	legal costs Waste Water settlement
General Fund	Storm Utility	480,000	operating costs
General Fund	Vehicle Replacement	400,000	vehicle replacements
General Fund	Vehicle Replacement	398,000	Ambulance (funded by reserves)
General Fund	Parks CIP	27,000	C00400205- Playground Equip Funded by TAB refinance savings
General Fund	PW CIP	71,454	C16501412(LED Streetlight)- Interfund loan debt payment
General Fund	Parks CIP	398,000	c14502008- Lucchesi Turf Field Replacement
General Fund	Transit	180,000	Fare Free Public Transit
General Fund	Police Grants	68,525	Management Analyst -2 year limited term / Cops CALEA Grant match
General Fund	Fire Grants	12,690	AFG Grant Match
		<u>2,177,722</u>	
General Fund- Measure U	General Fund	13,819,174	to cover deficit
General Fund- Measure U	2021 Lease Revenue Bond	2,684,221	Debt Service/ Roads/ Infrastructure
General Fund- Measure U	Vehicle Replacement	989,000	Vehicle Replacements
General Fund- Measure U	Facilities CIP	200,000	c11502015- Electric Vehicle Chargers
General Fund- Measure U	Parks CIP	700,000	C14402010- Marina Dredging & Dock Repairs
General Fund- Measure U	Facilities CIP	100,000	C11202018- Emergency Power Backup City Hall and Police Headquarters
General Fund- Measure U	Facilities CIP	268,000	C11502224- Public Library New Fire Suppression System
General Fund- Measure U	PW CIP	265,000	Downtown Beautification
General Fund- Measure U	PW CIP	510,000	Downtown Public Restroom
General Fund- Measure U	Parks CIP	650,000	E14402237- Petaluma River Dredging
		<u>20,185,395</u>	
Commercial Linkage Fees	Housing Successor Ag	279,321	sar051150- Successor Agency Housing
Housing In-Lieu	Housing Successor Ag	335,185	sar051150- Successor Agency Housing
Parkland Impact Fees	Parks CIP	10,000	C14502012- Shollenberger Amphitheater & Kiosk Improvements
Parkland Impact Fees	Parks CIP	650,000	c14402215- Skate Park Design and Site Analysis
		<u>660,000</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	440,000	C11202223- HVAC & Energy Efficiency Upgrades
City Facilities Impact Fee	Facilities CIP	102,000	C11202121- Petaluma Library ADA Improvements
City Facilities Impact Fee	Facilities CIP	428,000	Petaluma Public Library Roof Replacement
City Facilities Impact Fee	Facilities CIP	250,000	Fire Station No. 4 / Public Safety Building
City Facilities Impact Fee	Facilities CIP	225,000	C11501911- Fire Reserve Apparatus Storage & Security Gate Installation
		<u>1,719,000</u>	
Storm Drainage Impact Fees	Surface Water CIP	966,000	C16502254- Wilson Stormwater Pump Station Upgrades
Storm Drainage Impact Fees	Surface Water CIP	693,000	C16501931- Storm Drain Trash Capture Device Pilot
Storm Drainage Impact Fees	Surface Water CIP	606,033	C16302255- 960 Lakeville Drainage Improvements
Storm Drainage Impact Fees	Surface Water CIP	134,967	C16302255- 960 Lakeville Drainage Improvements
		<u>2,400,000</u>	
Traffic Mitigation Impact Fees	Parks CIP	427,000	c14502114- Lynch Creek Trail
Traffic Mitigation Impact Fees	PW CIP	364,000	C16102147- North McDowell Boulevard Complete Streets
Traffic Mitigation Impact Fees	PW CIP	155,000	c16101519- Rivertrail - 101/Crossing, Crosstown Connector
Traffic Mitigation Impact Fees	PW CIP	35,000	c16102250- Traffic Signal Improvements- Citywide
Traffic Mitigation Impact Fees	PW CIP	287,000	c16102032- Pedestrian Improvements Citywide
Traffic Mitigation Impact Fees	PW CIP	30,000	Bicycle/Pedestrian Wayfinding & Bicycle Parking
Traffic Mitigation Impact Fees	PW CIP	39,000	C16402141- 1st and F St Bridge Replacement
Traffic Mitigation Impact Fees	PW CIP	66,000	C16102146- Traffic Calming & Neighborhood Greenways
Traffic Mitigation Impact Fees	PW CIP	102,000	C16102251- D Street Improvements
Traffic Mitigation Impact Fees	PW CIP	80,000	C16402252- Pedestrian Bridge Renovations
Traffic Mitigation Impact Fees	PW CIP	16,000	E16502134- Active Transportation Plan & Wayfinding
Traffic Mitigation Impact Fees	Transit CIP	18,000	C65502211- Bus Stop Improvements
		<u>1,619,000</u>	

## TRANSFERS OUT

FROM	TO	AMOUNT	PURPOSE
General Government Grants	Facilities CIP	628,000	C11502224- Public Library New Fire Suppression System
General Government Grants	Facilities CIP	289,000	c11202121- Petaluma Library ADA Improvements
General Government Grants	Facilities CIP	193,000	Petaluma Public Library HVACReplacement
General Government Grants	PW CIP	225,000	Caulfield Lane Active Transportation
		<u>1,335,000</u>	
Community Development Block Grant (CDB Housing Successor Ag		21,626	sar051150- Successor Agency Housing
Community Development Block Grant (CDB Facilities CIP		500,000	E11202345- Seismic Analysis City Facilities Assessment
Community Development Block Grant (CDB Facilities CIP		240,000	E11502346- City Facilities Emergency Power Backup Feasibility Study
		<u>761,626</u>	
Parks and Rec Grants	Parks CIP	213,000	C14502012- Shollenberger Amphitheater & Kiosk Improvements
Parks and Rec Grants	Parks CIP	216,000	C14502317- Kenilworth Park Revitalization
		<u>429,000</u>	
Public Works Grants	Surface CIP	1,259,000	C16301518- Old Corona Road Water Quality Mitigation
		<u>1,259,000</u>	
SLESF	General Fund	100,000	CAD/RMS system
SLESF	General Fund	30,000	general support
		<u>130,000</u>	
Gas Tax	Street Maintenance	3,191,936	97% of Highway Users Tax (HUT) revenue
Street Maintenance	PW CIP	3,320,000	C16102147- North McDowell Boulevard Complete Streets
Street Maintenance	PW CIP	30,000	c16401925- Citywide Bridge Repair
Street Maintenance	PW CIP	164,000	C16102032- Pedestrian Improvements Citywide
Street Maintenance	PW CIP	134,000	C16102146- Traffic Calming & Neighborhood Greenways
Street Maintenance	PW CIP	103,000	C16102251- D Street Improvements
Street Maintenance	PW CIP	26,000	Bicycle/Pedestrian Wayfinding & Bicycle Parking
Street Maintenance	PW CIP	190,000	C16402252- Pedestrian Bridge Renovations
Street Maintenance	PW CIP	34,000	E16502134- Active Transportation Plan & Wayfinding
Street Maintenance	PW CIP	294,000	c16402141- 1st and F St Bridge Replacement - Phase 2
Street Maintenance	PW CIP	250,000	E16102347- Corona Road and McKenzie AT Crossings
Street Maintenance	PW CIP	290,000	Street Light Repairs and Upgrades- Citywide
Street Maintenance	PW CIP	118,000	C16102250- Traffic Signal Timing Upgrade Improvements- Citywide
Street Maintenance	PW CIP	74,370	C16501412(LED Streetlight)- Interfund loan debt payment
		<u>5,027,370</u>	
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	Parks CIP	500,000	C14501607- Petaluma Community Baseball Field
Transient Occupancy Tax	PW CIP	250,000	C16501602- Downtown Pedestrian ADA Improvements
Transient Occupancy Tax	Vehicle Replacement	395,276	Interfund loan debt payment
		<u>3,293,276</u>	
Prince Park	General Fund	56,500	general support
Prince Park	General Fund	126,020	Additional maintenance worker
		<u>182,520</u>	
Measure M Parks Sales Tax	Parks CIP	41,283	c14502011 (loan)- Tennis & Pickleball Court Interfund Loan debt pymnt
Measure M Parks Sales Tax	Parks CIP	300,000	C14501607- Petaluma Community Baseball Field
Measure M Parks Sales Tax	Parks CIP	25,000	C14502012- Shollenberger Amphitheater & Kiosk Improvements
Measure M Parks Sales Tax	Parks CIP	50,000	Prince Park Concession and Restroom Facility Remodel/Repair
Measure M Parks Sales Tax	Parks CIP	291,000	C14502320- Swim Center Pool Renovation
		<u>707,283</u>	
Mobile Home Rent Program	Housing Successor Ag	6,207	sar051150- Successor Agency Housing



## TRANSFERS OUT

FROM	TO	AMOUNT	PURPOSE
Airport Operating	Airport CIP	10,000	C61502009- Taxiway A Rehabilitation
Airport Operating	Airport CIP	250,000	C61502117- Safety Zone Improvements by Drainage Channel
Airport Operating	Airport CIP	3,000	C61502218- Airport Emergency Power Backup
Airport Operating	Airport CIP	4,000	C61502319- South Taxilane B Rehabilitation
Airport Operating	Airport CIP	136,000	Airport Fuel Facility Improvements
		403,000	
Airport State AIP Grant	Airport CIP	100,000	c61502009- Taxiway A Rehabilitation
Airport State AIP Grant	Airport CIP	20,000	C61502319- South Taxilane B Rehabilitation
		120,000	
Transit	Transit CIP	111,000	c65202110- Transit Admin Building Roof Overlay
Transit	Transit CIP	62,000	C65502211- Bus Stop Improvements
Transit	Transit CIP	207,000	C65502212- Transit Facility Gate Automation
Transit	Transit CIP	929,000	C65502214- Transit Facility Electrification
		1,309,000	
Waste Water Capital	Streets	387,000	pavement mgmt program
Waste Water Capital	Facilities CIP	50,000	C11202120- Public Works Office Upgrades
Waste Water Capital	WW CIP	350,000	C66501003- Manhole Rehabilitation
Waste Water Capital	WW CIP	3,088,000	C66501840- Chemical System Upgrade - Ellis Creek
Waste Water Capital	WW CIP	517,000	C66501518- CNG Fueling Station Ellis Creek
Waste Water Capital	WW CIP	220,000	C66401728- Ellis Creek Hi Strength Waste Facilities
Waste Water Capital	WW CIP	3,000,000	C66402245- Sewer Main Replacement- Payran & Madison
Waste Water Capital	WW CIP	1,580,000	C66402348- Sewer Main Replacement - Pavement Projects and Various Locations
Waste Water Capital	WW CIP	628,000	Sewer Main Replacement- D Street
Waste Water Capital	WW CIP	3,478,000	C66502032- PIPS Forcemain Replacement
Waste Water Capital	WW CIP	370,000	C66501930- Replace PIPS High Capacity Pumps
Waste Water Capital	WW CIP	115,000	C66502042- C Street Pump Station and Collection System Upgrades
Waste Water Capital	WW CIP	112,000	C66402246- Sewer Forcemain Replacement Program
Waste Water Capital	WW CIP	1,790,000	C66501838- Ellis Creek Outfall Replacement
Waste Water Capital	WW CIP	193,000	c66402144- Corp yard Master Plan
Waste Water Capital	WW CIP	329,000	C66402349- Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab
Waste Water Capital	WW CIP	430,000	Ellis Creek Water Recycling Facility Energy Plan
Waste Water Capital	Water CIP	1,604,000	E67502242- Advanced Metering Infrastructure (AMI)
Waste Water Capital	Recycled Water CIP	8,494,000	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	1,056,000	C66501936- Agricultural Recycled Water System Expansion – Adobe Road/Lakeville
		27,853,000	
Water Capital	Streets	534,000	pavement mgmt program
Water Capital	Facilities CIP	51,000	C11202120- Public Works Office Upgrades
Water Capital	PW CIP	136,000	E16082012- Payran UST
Water Capital	WW CIP	239,000	c66402144- Corp yard Master Plan
Water Capital	Water CIP	860,000	c67501611- Well Construction
Water Capital	Water CIP	1,536,000	C67502225- Water Main Replacement- Payran and Madison
Water Capital	Water CIP	833,000	C67502326- Water Main Replacement Howard Street and Various Locations
Water Capital	Water CIP	110,000	Water Main Replacement- D Street
Water Capital	Water CIP	300,000	Water Services Replacement St Francis and Various Locations
Water Capital	Water CIP	987,000	C67502328- Hardin Tank Recoating
Water Capital	Water CIP	159,000	C67402122- La Cresta Tank Project
Water Capital	Water CIP	80,000	Oak Hill Tank Replacement
Water Capital	Water CIP	90,000	C67502224- SCADA Upgrades
Water Capital	Water CIP	14,000	E67502243- Aquifer Storage & Recovery (ASR) Plan
Water Capital	Water CIP	1,604,000	E67502242- Advanced Metering Infrastructure (AMI)
Water Capital	Water CIP	137,000	Bulk Potable/Recycled Water Fill Stations and Security Improvements
Water Capital	Recycled Water CIP	170,000	C66502347- Urban Recycled Water System Expansion – Park Irrigation Conversions
Water Capital	Recycled Water CIP	175,000	C66501834- Urban Recycled Water System Expansion - Maria Extension/Loop
		8,015,000	
		\$ 83,398,841	

**TRANSFERS IN**

TO	FROM	AMOUNT	PURPOSE
General Fund	SLESF	100,000	CAD/RMS system
General Fund	SLESF	30,000	general support
General Fund	Transient Occupancy Tax	2,123,000	general support
General Fund	Prince Park	56,500	general support
General Fund	Prince Park	126,020	Additional maintenance worker
General Fund	General Fund- Measure U	13,819,174	to cover deficit
		<u>16,254,694</u>	
Fire Grants	General Fund	12,690	AFG Grant Match
Police Grants	General Fund	68,525	Management Analyst -2 year limited term / Cops CALEA Grant match
		<u>68,525</u>	
Street Maintenance	Gas Tax	3,191,936	97% of Highway Users Tax (HUT) revenue
Streets	Waste Water Capital	387,000	pavement mgmt program
Streets	Water Capital	534,000	pavement mgmt program
		<u>4,112,936</u>	
Facilities CIP	City Facilities Impact Fee	17,000	c11502015- Electric Vehicle Chargers
Facilities CIP	City Facilities Impact Fee	257,000	c11202017- City Hall West Wing Space Remodel & Permit Center
Facilities CIP	City Facilities Impact Fee	440,000	C11202223- HVAC & Energy Efficiency Upgrades
Facilities CIP	City Facilities Impact Fee	102,000	C11202121- Petaluma Library ADA Improvements
Facilities CIP	City Facilities Impact Fee	428,000	Petaluma Public Library Roof Replacement
Facilities CIP	City Facilities Impact Fee	250,000	Fire Station No. 4 / Public Safety Building
Facilities CIP	City Facilities Impact Fee	225,000	C11501911- Fire Reserve Apparatus Storage & Security Gate Installation
Facilities CIP	Waste Water Capital	50,000	C11202120- Public Works Office Upgrades
Facilities CIP	Water Capital	51,000	C11202120- Public Works Office Upgrades
Facilities CIP	Community Development Block Grant (CDI	500,000	E11202345- Seismic Analysis City Facilities Assessment
Facilities CIP	Community Development Block Grant (CDI	240,000	E11502346- City Facilities Emergency Power Backup Feasibility Study
Facilities CIP	General Government Grants	628,000	C11502224- Public Library New Fire Suppression System
Facilities CIP	General Government Grants	289,000	c11202121- Petaluma Library ADA Improvements
Facilities CIP	General Government Grants	193,000	Petaluma Public Library HVACReplacement
Facilities CIP	General Fund- Measure U	200,000	c11502015- Electric Vehicle Chargers
Facilities CIP	General Fund- Measure U	100,000	C11202018- Emergency Power Backup City Hall and Police Headquarters
Facilities CIP	General Fund- Measure U	268,000	C11502224- Public Library New Fire Suppression System
		<u>4,238,000</u>	
Parks CIP	General Fund	27,000	C00400205- Playground Equip Funded by TAB refinance savings
Parks CIP	General Fund	398,000	c14502008- Lucchesi Turf Field Replacement
Parks CIP	Parkland Impact Fees	10,000	C14502012- Shollenberger Amphitheater & Kiosk Improvements
Parks CIP	Traffic Mitigation Impact Fees	427,000	c14502114- Lynch Creek Trail
Parks CIP	Transient Occupancy Tax	25,000	E14402237- Petaluma River Dredging Program
Parks CIP	Transient Occupancy Tax	500,000	C14501607- Petaluma Community Baseball Field
Parks CIP	Measure M Parks Sales Tax	41,283	c14502011 (loan)- Tennis & Pickleball Court Interfund Loan debt pymnt
Parks CIP	Measure M Parks Sales Tax	300,000	C14501607- Petaluma Community Baseball Field
Parks CIP	Measure M Parks Sales Tax	25,000	C14502012- Shollenberger Amphitheater & Kiosk Improvements
Parks CIP	Measure M Parks Sales Tax	50,000	Prince Park Concession and Restroom Facility Remodel/Repair
Parks CIP	Measure M Parks Sales Tax	291,000	C14502320- Swim Center Pool Renovation
Parks CIP	Parks and Rec Grants	213,000	C14502012- Shollenberger Amphitheater & Kiosk Improvements
Parks CIP	Parks and Rec Grants	216,000	C14502317- Kenilworth Park Revitalization
Parks CIP	Parkland Impact Fees	650,000	C14402215- Skate Park Design and Site Analysis
Parks CIP	General Fund- Measure U	700,000	C14402010- Marina Dredging & Dock Repairs
Parks CIP	General Fund- Measure U	650,000	E14402237- Petaluma River Dredging
		<u>4,523,283</u>	

**TRANSFERS IN**

TO	FROM	AMOUNT	PURPOSE
PW CIP	General Fund	71,454	C16501412(LED Streetlight)- Interfund loan debt payment
Surface Water CIP	Storm Drainage Impact Fees	966,000	C16502254- Wilson Stormwater Pump Station Upgrades
Surface Water CIP	Storm Drainage Impact Fees	693,000	C16501931- Storm Drain Trash Capture Device Pilot
Surface Water CIP	Storm Drainage Impact Fees	606,033	C16302255- 960 Lakeville Drainage Improvements
Surface Water CIP	Storm Drainage Impact Fees	134,967	C16302255- 960 Lakeville Drainage Improvements
PW CIP	Traffic Mitigation Impact Fees	364,000	C16102147- North McDowell Boulevard Complete Streets
PW CIP	Traffic Mitigation Impact Fees	155,000	c16101519- Rivertrail - 101/Crossing, Crosstown Connector
PW CIP	Traffic Mitigation Impact Fees	35,000	c16102250- Traffic Signal Improvements- Citywide
PW CIP	Traffic Mitigation Impact Fees	287,000	c16102032- Pedestrian Improvements Citywide
PW CIP	Traffic Mitigation Impact Fees	30,000	Bicycle/Pedestrian Wayfinding & Bicycle Parking
PW CIP	Traffic Mitigation Impact Fees	39,000	C16402141- 1st and F St Bridge Replacement
PW CIP	Traffic Mitigation Impact Fees	66,000	C16102146- Traffic Calming & Neighborhood Greenways
PW CIP	Traffic Mitigation Impact Fees	102,000	C16102251- D Street Improvements
PW CIP	Traffic Mitigation Impact Fees	80,000	C16402252- Pedestrian Bridge Renovations
PW CIP	Traffic Mitigation Impact Fees	16,000	E16502134- Active Transportation Plan & Wayfinding
PW CIP	Street Maintenance	3,320,000	C16102147- North McDowell Boulevard Complete Streets
PW CIP	Street Maintenance	30,000	c16401925- Citywide Bridge Repair
PW CIP	Street Maintenance	164,000	C16102032- Pedestrian Improvements Citywide
PW CIP	Street Maintenance	134,000	C16102146- Traffic Calming & Neighborhood Greenways
PW CIP	Street Maintenance	103,000	C16102251- D Street Improvements
PW CIP	Street Maintenance	26,000	Bicycle/Pedestrian Wayfinding & Bicycle Parking
PW CIP	Street Maintenance	190,000	C16402252- Pedestrian Bridge Renovations
PW CIP	Street Maintenance	34,000	E16502134- Active Transportation Plan & Wayfinding
PW CIP	Street Maintenance	294,000	c16402141- 1st and F St Bridge Replacement - Phase 2
PW CIP	Street Maintenance	250,000	E16102347- Corona Road and McKenzie AT Crossings
PW CIP	Street Maintenance	290,000	Street Light Repairs and Upgrades- Citywide
PW CIP	Street Maintenance	118,000	C16102250- Traffic Signal Timing Upgrade Improvements- Citywide
PW CIP	Street Maintenance	74,370	C16501412(LED Streetlight)- Interfund loan debt payment
PW CIP	Transient Occupancy Tax	250,000	C16501602- Downtown Pedestrian ADA Improvements
PW CIP	Water Capital	136,000	E16082012- Payran UST
PW CIP	General Government Grants	225,000	Caulfield Lane Active Transportation
Surface CIP	Public Works Grants	1,259,000	C16301518- Old Corona Road Water Quality Mitigation
PW CIP	General Fund- Measure U	265,000	Downtown Beautification
PW CIP	General Fund- Measure U	510,000	Downtown Public Restroom
		11,317,824	
2021 Lease Revenue Bonds (Road Ir General Fund- Measure U		2,684,221	Debt Service/ Roads/ Infrastructure
Housing Successor Ag	Commercial Linkage Fees	279,321	sar051150- Successor Agency Housing
Housing Successor Ag	Housing In-Lieu	335,185	sar051150- Successor Agency Housing
Housing Successor Ag	CDBG	21,626	sar051150- Successor Agency Housing
Housing Successor Ag	Mobile Home Rent Program	6,207	sar051150- Successor Agency Housing
		642,339	
Airport CIP	Airport Operating	10,000	C61502009- Taxiway A Rehabilitation
Airport CIP	Airport Operating	250,000	C61502117- Safety Zone Improvements by Drainage Channel
Airport CIP	Airport Operating	3,000	C61502218- Airport Emergency Power Backup
Airport CIP	Airport Operating	4,000	C61502319- South Taxilane B Rehabilitation
Airport CIP	Airport Operating	136,000	Airport Fuel Facility Improvements
Airport CIP	Airport State AIP Grant	100,000	c61502009- Taxiway A Rehabilitation
Airport CIP	Airport State AIP Grant	20,000	C61502319- South Taxilane B Rehabilitation
		523,000	
Transit	General Fund	180,000	Fare Free Public Transit
Transit CIP	Traffic Mitigation Impact Fees	18,000	C65502211- Bus Stop Improvements
Transit CIP	Transit	111,000	c65202110- Transit Admin Building Roof Overlay
Transit CIP	Transit	62,000	C65502211- Bus Stop Improvements
Transit CIP	Transit	207,000	C65502212- Transit Facility Gate Automation
Transit CIP	Transit	929,000	C65502214- Transit Facility Electrification
		1,327,000	

**TRANSFERS IN**

TO	FROM	AMOUNT	PURPOSE
Waste Water	General Fund	93,580	Waste Water Settlement
WW CIP	Waste Water Capital	350,000	C66501003- Manhole Rehabilitation
WW CIP	Waste Water Capital	3,088,000	C66501840- Chemical System Upgrade - Ellis Creek
WW CIP	Waste Water Capital	517,000	C66501518- CNG Fueling Station Ellis Creek
WW CIP	Waste Water Capital	220,000	C66401728- Ellis Creek Hi Strength Waste Facilities
WW CIP	Waste Water Capital	3,000,000	C66402245- Sewer Main Replacement- Payran & Madison
WW CIP	Waste Water Capital	1,580,000	C66402348- Sewer Main Replacement - Pavement Projects and Various Locations
WW CIP	Waste Water Capital	628,000	Sewer Main Replacement- D Street
WW CIP	Waste Water Capital	3,478,000	C66502032- PIPS Forcemain Replacement
WW CIP	Waste Water Capital	370,000	C66501930- Replace PIPS High Capacity Pumps
WW CIP	Waste Water Capital	115,000	C66502042- C Street Pump Station and Collection System Upgrades
WW CIP	Waste Water Capital	112,000	C66402246- Sewer Forcemain Replacement Program
WW CIP	Waste Water Capital	1,790,000	C66501838- Ellis Creek Outfall Replacement
WW CIP	Waste Water Capital	193,000	c66402144- Corp yard Master Plan
WW CIP	Waste Water Capital	329,000	C66402349- Ellis Creek Water Recycling Facility Oxidation Pond Flow Structure Rehab
WW CIP	Waste Water Capital	430,000	Ellis Creek Water Recycling Facility Energy Plan
Recycled Water CIP	Waste Water Capital	8,494,000	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	1,056,000	C66501936- Agricultural Recycled Water System Expansion – Adobe Road/Lakeville
WW CIP	Water Capital	239,000	c66402144- Corp yard Master Plan
Recycled Water CIP	Water Capital	170,000	C66502347- Urban Recycled Water System Expansion – Park Irrigation Conversions
Recycled Water CIP	Water Capital	175,000	C66501834- Urban Recycled Water System Expansion - Maria Extension/Loop
		<u>26,396,000</u>	
Water CIP	Waste Water Capital	1,604,000	E67502242- Advanced Metering Infrastructure (AMI)
Water CIP	Water Capital	860,000	c67501611- Well Construction
Water CIP	Water Capital	1,536,000	C67502225- Water Main Replacement- Payran and Madison
Water CIP	Water Capital	833,000	C67502326- Water Main Replacement Howard Street and Various Locations
Water CIP	Water Capital	110,000	Water Main Replacement- D Street
Water CIP	Water Capital	300,000	Water Services Replacement St Francis and Various Locations
Water CIP	Water Capital	987,000	C67502328- Hardin Tank Recoating
Water CIP	Water Capital	159,000	C67402122- La Cresta Tank Project
Water CIP	Water Capital	80,000	Oak Hill Tank Replacement
Water CIP	Water Capital	90,000	C67502224- SCADA Upgrades
Water CIP	Water Capital	14,000	E67502243- Aquifer Storage & Recovery (ASR) Plan
Water CIP	Water Capital	1,604,000	E67502242- Advanced Metering Infrastructure (AMI)
Water CIP	Water Capital	137,000	Bulk Potable/Recycled Water Fill Stations and Security Improvements
		<u>8,314,000</u>	
Storm Utility	General Fund	37,383	loan repayment
Storm Utility	General Fund	11,090	legal costs Waste Water settlement
Storm Utility	General Fund	480,000	operating costs
		<u>528,473</u>	
Vehicle Replacement	General Fund	400,000	vehicle replacements
Vehicle Replacement	General Fund	398,000	Ambulance (funded by reserves)
Vehicle Replacement	General Fund- Measure U	989,000	Vehicle Replacements
Vehicle Replacement	Transient Occupancy Tax	395,276	Interfund loan debt payment
		<u>2,182,276</u>	
		<b>\$ 83,398,841</b>	

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED  
FY 2023-24 ALLOCATION BY HOME DEPARTMENT**

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

DEPARTMENT POSITION	FY 21-22		FY 22-23		FY 23-24		----- Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<u>CITY CLERK</u>									
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Records Coordinator - Limited Term	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant Confidential	1.00	0.00	1.00	0.00	1.00	0.00			
<b>Total City Clerk</b>	<b>4.00</b>	<b>3.00</b>	<b>4.00</b>	<b>3.00</b>	<b>4.00</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	<b>0.00</b>
<u>CITY ATTORNEY</u>									
City Attorney	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Assistant City Attorney	2.50	2.50	2.50	2.50	2.50	2.50	2.50		
Legal Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
<b>Total City Attorney</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>0.00</b>	<b>0.00</b>
<u>CITY MANAGER</u>									
City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Asst. City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Asst to City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Planner	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Exec. Asst. to City Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Climate Action Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Administrative Assistant Confidential	1.00	0.00	1.00	0.00	1.00	0.00			
<b>Total City Manager</b>	<b>8.00</b>	<b>6.00</b>	<b>8.00</b>	<b>6.00</b>	<b>8.00</b>	<b>6.00</b>	<b>6.00</b>	<b>0.00</b>	<b>0.00</b>
<u>ECONOMIC DEV. &amp; OPEN GOVERNMENT / IT</u>									
Communications Program Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Data and Systems Manager	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Director of Economic Develop & Open Gov	1.00	1.00	1.00	1.00	1.00	1.00	0.50		0.50
Economic Development Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Economic Development Specialist	1.00	0.00	1.00	0.00	1.00	0.00			
Info Tech Specialist 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	0.00	1.00	0.00	1.00	0.00			0.00
Geographic Info Systems Administrator	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Management Analyst II	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Business Systems Analyst	1.00	0.00	1.00	0.00	1.00	0.00			
<b>Total Econ. Dev./Redev.</b>	<b>14.00</b>	<b>10.00</b>	<b>14.00</b>	<b>10.00</b>	<b>14.00</b>	<b>10.00</b>	<b>2.50</b>	<b>0.00</b>	<b>7.50</b>

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED  
FY 2023-24 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 21-22		FY 22-23		FY 23-24		Allocation-----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<b><u>HUMAN RESOURCES &amp; RISK MANAGEMENT</u></b>									
Administrative Assistant Conf	1.00	1.00	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		
Senior Human Resources Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
HR Assistant Conf	1.00	0.00	1.00	0.00	1.00	0.00			
Human Resources Specialist Conf	3.80	3.80	3.80	3.80	3.80	3.80	1.80		2.00
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
<b>Total Human Resources</b>	<b>9.80</b>	<b>7.80</b>	<b>9.80</b>	<b>7.80</b>	<b>9.80</b>	<b>7.80</b>	<b>4.80</b>	<b>0.00</b>	<b>3.00</b>
<b><u>PARKS &amp; RECREATION / COMMUNITY SERVICES</u></b>									
Deputy Director of Parks and Recreation	0.00	0.00	1.00	0.00	1.00	0.00			
Director of Parks and Recreation	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Facilities Supervisor	0.00	0.00	0.00	0.00	0.00	0.00			
Facilities Technician I/II	1.00	1.00	1.00	1.00	1.00	1.00	0.80	0.20	
Management Analyst II	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Office Assistant	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Parks & Facilities Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Superintendent of Parks and Facilities	1.00	1.00	1.00	1.00	1.00	1.00	0.50	0.20	0.30
Parks Maintenance Crew Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Parks Maintenance Lead Worker	3.00	2.00	3.00	2.00	3.00	2.00	2.00		
Parks Maintenance Worker I/II	10.00	7.00	10.00	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		
Administrative Assistant	2.00	1.00	2.00	1.00	2.00	1.00	1.00		
Senior Facilities Technician	1.00	1.00	1.00	1.00	1.00	1.00	0.70	0.30	
<b>Total Recreation</b>	<b>26.00</b>	<b>20.00</b>	<b>28.00</b>	<b>21.00</b>	<b>28.00</b>	<b>21.00</b>	<b>19.00</b>	<b>0.70</b>	<b>1.30</b>
<b><u>FINANCE DEPARTMENT</u></b>									
Director of Finance	1.00	0.00	1.00	0.00	1.00	0.00			
Deputy City Manager / Director of Finance	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Finance Analyst	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Accountant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Accountant	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Finance Analyst	2.00	2.00	2.00	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	0.00	1.00	0.00	1.00	0.00			
Revenue Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Finance and Accounting Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
General Services Assistant	1.00	0.00	1.00	0.00	1.00	0.00			
Office Assistant	2.00	2.00	1.00	1.00	1.00	1.00			1.00
<b>Total Finance</b>	<b>22.00</b>	<b>17.00</b>	<b>21.00</b>	<b>16.00</b>	<b>21.00</b>	<b>16.00</b>	<b>15.00</b>	<b>0.00</b>	<b>1.00</b>



**FULL TIME POSITIONS - AUTHORIZED AND FUNDED  
FY 2023-24 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 21-22		FY 22-23		FY 23-24		----- Allocation -----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<b><u>FIRE</u></b>									
Senior Administrative Assistant Confidential	1.00	0.00	1.00	0.00	1.00	0.00			
Administrative Technician Conf	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Emergency Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.30	0.40	0.30
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 Marshall	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Firefighter	9.00	9.00	9.00	9.00	9.00	9.00	9.00		
Firefighter/Paramedic	27.00	27.00	27.00	27.00	27.00	27.00	27.00		
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
<b>Total Fire</b>	<b>68.00</b>	<b>67.00</b>	<b>68.00</b>	<b>67.00</b>	<b>68.00</b>	<b>67.00</b>	<b>66.30</b>	<b>0.40</b>	<b>0.30</b>
<b><u>POLICE</u></b>									
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Deputy Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Senior Administrative Assistant Confidential	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Abandoned Vehicle Abatement Officer	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Community Service Officer	5.00	3.00	5.00	3.00	5.00	3.00	3.00		
Evidence Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Management Analyst II	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Property Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Police Lieutenant	4.00	4.00	4.00	4.00	4.00	4.00	4.00		
Police Officer	64.00	55.00	64.00	54.00	64.00	54.00	53.00		1.00
Police Records Technician I/II	5.50	5.00	5.50	5.00	5.50	5.00	5.00		
Parking Enforcement Officer	2.00	2.00	2.00	2.00	2.00	2.00	2.00		
Police Records Supervisor	1.00	1.00	0.00	0.00	0.00	0.00	0.00		
Police Records/Evidence Supervisor	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Police Sergeant	10.00	9.00	10.00	10.00	10.00	10.00	10.00		
Police Technical Services Manager	0.00	0.00	1.00	1.00	1.00	1.00	1.00		
Police Training Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Communications Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Dispatcher	12.00	11.60	12.00	11.60	12.00	11.60	11.60		
Senior Code Enforcement Officer	1.00	1.00	1.00	1.00	1.00	1.00	0.55	0.45	
Community Engagement Liaison	1.00	1.00	1.00	1.00	1.00	1.00	1.00		
Public Safety Comm Mgr	1.00	0.00	1.00	0.00	1.00	0.00			
Administrative Assistant	1.00	0.00	1.00	0.00	1.00	0.00			
<b>Total Police</b>	<b>116.50</b>	<b>101.60</b>	<b>117.50</b>	<b>102.60</b>	<b>117.50</b>	<b>102.60</b>	<b>100.15</b>	<b>0.45</b>	<b>2.00</b>

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED  
FY 2023-24 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 21-22		FY 22-23		FY 23-24		----- Allocation -----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
<b><u>COMMUNITY DEVELOPMENT/ BUILDING SERVICES/ HOUSING</u></b>									
Building Inspector I/II	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Permit Technician	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Chief Bldg Official	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Deputy Chief Building Official	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Director of Community Development	1.00	1.00	1.00	1.00	1.00	1.00	0.33	0.67	
Management Analyst II	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	1.00	1.00	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			
<b>Total Building Services</b>	<b>12.00</b>	<b>11.00</b>	<b>13.00</b>	<b>12.00</b>	<b>13.00</b>	<b>12.00</b>	<b>1.16</b>	<b>9.34</b>	<b>1.50</b>
<b><u>PUBLIC WORKS &amp; UTILITIES</u></b>									
Senior Administrative Assistant	3.50	3.50	3.50	3.50	3.50	3.50	0.20	3.20	0.10
Administrative Technician	1.00	0.00	1.00	0.00	1.00	0.00			
Administrative Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.85	0.05
Airport & Marina Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Airport Maintenance Worker	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Associate Civil Engineer	4.00	4.00	4.00	4.00	4.00	4.00		2.08	1.92
Assistant Engineer II	2.00	2.00	2.00	2.00	2.00	2.00			2.00
Senior Civil Engineer	5.00	5.00	5.00	5.00	5.00	5.00			5.00
Asst. Operations Manager	2.00	2.00	2.00	2.00	2.00	2.00	0.20	1.00	0.80
Asst. Utility System Operator	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Dir. Public Works & Utilities	1.00	1.00	1.00	1.00	1.00	1.00	0.07	0.83	0.10
Assistant. PW & Utilities Director	1.00	1.00	1.00	1.00	1.00	1.00	0.15	0.70	0.15
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	1.00	1.00	1.00	1.00	1.00	1.00			1.00
Engineering Tech II	3.00	1.00	3.00	1.00	3.00	1.00		0.95	0.05
Environmental Compliance Inspector	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Environmental Services Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Environmental Services Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Environmental Services Analyst	1.00	1.00	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	
Equipment Mechanic	2.00	2.00	2.00	2.00	2.00	2.00	0.70	1.15	0.15
Equipment Mechanical Lead Worker	1.00	1.00	1.00	1.00	1.00	1.00	0.75	0.15	0.10

**FULL TIME POSITIONS - AUTHORIZED AND FUNDED  
FY 2023-24 ALLOCATION BY HOME DEPARTMENT**

DEPARTMENT POSITION	FY 21-22		FY 22-23		FY 23-24		----- Allocation -----		
	Authorized	Funded	Authorized	Funded	Authorized	Funded	General Fund	Enterprise Funds	Other Funds
Laboratory Analyst	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Laboratory Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Management Analyst II	1.00	1.00	0.00	0.00	0.00	0.00		1.00	
Mechanical and Electrical Maint Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Office Assistant	3.00	0.00	3.00	0.00	3.00	0.00			
Operations Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Plant Mechanic	3.00	3.00	3.00	3.00	3.00	3.00		3.00	
Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	0.20		0.80
Public Works Crew Supervisor	2.00	1.00	2.00	1.00	2.00	1.00	0.10		0.90
Public Works Inspector II	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Public Works Inspector	4.00	4.00	4.00	4.00	4.00	4.00	2.15		1.85
Public Works Supervisor	1.00	0.00	1.00	0.00	1.00	0.00			
Administrative Assistant	3.00	3.00	3.00	3.00	3.00	3.00	0.95	1.80	0.25
Senior Engineering Technician	3.00	3.00	3.00	3.00	3.00	3.00	0.80	1.20	1.00
Senior Laboratory Analyst	1.00	0.00	1.00	0.00	1.00	0.00			
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00	0.10	0.80	0.10
Senior Plant Mechanic	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Senior Transit Planner	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Street Maintenance Lead Wkr	3.00	3.00	3.00	3.00	3.00	3.00			3.00
Street Maintenance Worker I/II	10.00	9.00	10.00	9.00	10.00	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		0.65
Transit Planner I/II	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Transit Specialist - Limited Term	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Transit Manager	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Utility Manager	1.00	0.00	1.00	0.00	1.00	0.00			
Utility Services Crew Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Utility Service Lead Worker	5.00	5.00	5.00	5.00	5.00	5.00		5.00	
Utility Service Worker I/II	17.00	16.00	17.00	16.00	17.00	16.00		16.00	
Utility Service Worker III	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
Utility Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Utility System Operator	1.00	1.00	2.00	2.00	2.00	2.00		2.00	
Utility Technician	2.00	2.00	2.00	1.00	2.00	1.00		1.00	
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	8.00	8.00	8.00	8.00		8.00	
Water Recycling Plant Operations Supervisor	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Resources and Conservation Manager	0.00	0.00	1.00	1.00	1.00	1.00		1.00	
Water Service Rep Lead Worker	1.00	1.00	1.00	1.00	1.00	1.00		1.00	
Water Service Representative	2.00	2.00	2.00	2.00	2.00	2.00		2.00	
<b>Total Public Works &amp; Utilities</b>	<b>138.50</b>	<b>121.50</b>	<b>140.50</b>	<b>122.50</b>	<b>140.50</b>	<b>122.50</b>	<b>7.42</b>	<b>82.76</b>	<b>32.32</b>
<b>Total Position Summary</b>	<b>423.30</b>	<b>369.40</b>	<b>428.30</b>	<b>372.40</b>	<b>428.30</b>	<b>372.40</b>	<b>229.83</b>	<b>93.65</b>	<b>48.92</b>







# PETALUMA

SONOMA COUNTY  
CALIFORNIA-USA

