

**CITY OF SONOMA
&
COMMUNITY
DEVELOPMENT AGENCY**

**ADOPTED OPERATING BUDGET
FY 2007-2008/FY 2008-2009**

**Stanley Cohen, Mayor
Joanne Sanders, Mayor pro-tem
Ken Brown, Councilmember
Steve Barbose, Councilmember
August Sebastiani, Councilmember**

Michael Fuson, City Manager

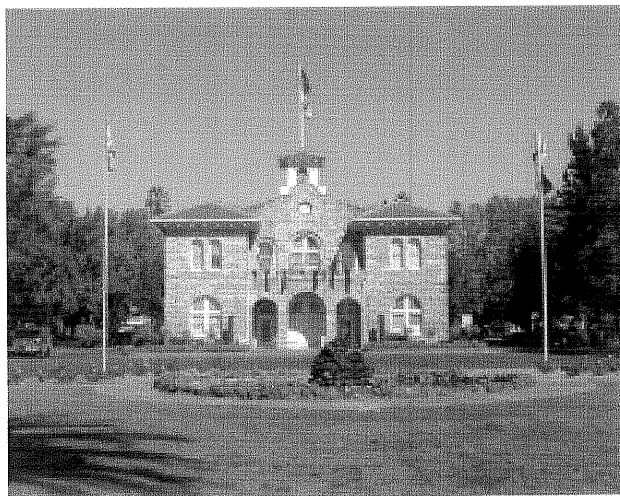


TABLE OF CONTENTS

Overview

Budget Message	i
Council Vision Statement	1
Organization Chart	2
Personnel Allocation	3
Glossary of Budget Terms	5
Budget Resolutions	9
Financial Reserve Policy	14

General Fund

General Fund Revenue & Expense Summary	18
<i>General Fund Department Detail</i>	
City Council -----	22
City Clerk -----	24
City Manager --- -----	26
Finance -----	28
Legal Services -----	30
Police -----	32
Fire -----	34
Public Works Administration & Parks -----	40
Planning Division -----	44
Building Division -----	46
Community Activities -----	48
General Operations and Maintenance -----	50
Intergovernmental Transfers -----	52

Special Revenue Funds

Bond Property Fund -----	54
Maysonnave Property Fund-----	56
Landscape Maintenance Assessment Districts -----	58
Emergency Medical Services (EMS)-----	37

Capital Projects Funds

Capital Improvement Fund -----	n/a
Special Gas Tax Street Improvement Fund -----	42

Enterprise Funds

Cemetery Operation and Maintenance -----	62
Water Utility -----	65
Water CIF -----	n/a

Internal Service Funds

Management Information System ----- 68

Debt Service Funds

Debt Service ----- 70

Debt Service CDA ----- 73

Redevelopment Funds

Community Development Agency ----- 77

Low/Moderate Housing Fund ----- 81

Village Green II Senior Housing Fund ----- 83

Sonoma Creek Senior Housing

Sonoma Creek ----- 85

No. 1 The Plaza
 Sonoma, California 95476-6618
 Phone (707) 938-3681 Fax (707) 938-8775
 E-Mail: cityhall@sonomacity.org



Chambolle-Musigny, France
 Greve in Chianti, Italy
 Kaniv, Ukraine
 Patzcuaro, Michoacán, Mexico

ADOPTED OPERATING BUDGET SUMMARY

On July 7, the Sonoma City Council adopted a two-year operating budget for FY 2008 and 2009. Budget adoption followed public budget workshops held on May 25, May 30, June 18 and June 27.

Two-Year Budget (FY 2008 and 2009) and Budget Projection (FY 2010 and 2011)

Table 1, below, compares the preliminary base budget for the combined general fund-gas tax fund-EMS fund to the final adopted budget. Table 1 also includes the projection of recurring revenues and recurring expenditures into FY 2010 and 2011, using a growth rate of 3% for revenue and of 6% for expenditures.

The City Council has set the highest priority during FY 2008 and 2009 on resolving the deficit projected for FY 2011, (based on the projected rates of revenue and expenditure increase referenced above). The deficit is expected to be addressed through a combination of cost efficiencies, service level reductions and revenue enhancements, through economic development and/or possible tax measures that would require voter approval.

Table 1
 Comparison of Preliminary Base Budget (General Fund + Gas Tax Fund + EMS Fund)

	Budget		Projection		Special Project Fund As of 6/30/2011
			Revenue + 3% per year		
	FY 2008	FY 2009	FY 2010	FY 2011	
Preliminary Base Budget					
Base Revenue	12,346,800	12,583,200	12,960,696	13,349,517	5,627,092
Base Expenditure	(11,973,100)	(11,823,100)	(12,532,486)	(13,284,435)	
Operating Surplus/(Deficit)	373,700	760,100	428,210	65,082	
Preliminary base budget contains no above base additions					
Adopted Budget					
Recurring Revenue	12,346,800	12,583,200	12,960,696	13,349,517	3,451,759
Nonrecurring Revenue	397,125	150,730	0	0	
Recurring Expenditures	(12,305,085)	(12,230,027)	(12,963,829)	(13,349,517)	
Nonrecurring Expenditures	(397,125)	(150,730)	0	0	
Operating Surplus/(Deficit)	41,715	353,173	(3,133)	(392,141)	
Includes all adopted above base additions					

Reserves

The adopted budget maintains all general fund reserves at the levels called for in the City's Financial Reserve Policy.

The emergency reserve is increased from \$1,844,000 in FY 2007 to \$2,142,000 in FY 2009, maintaining the general fund emergency reserve at 17% of discretionary revenue in the combined general, gas tax and EMS funds

The operating reserve remains at \$1,500,000

The special projects fund is reduced from \$4,000,000 to cover the following expenses:

Non-recurring above-base expenditures in FY 2008 and 2009

Projected recurring deficits in FY 2010 and 2011

It is anticipated that the special projects fund will be further reduced by about \$1,905,000 with the planned purchase of an open space conservation easement on the Catagnasso Ranch property

Expenditure Increases and Reductions

Table 2, on the following page, lists the adopted above-base expenditure increases and base budget expenditure reductions that are incorporated into the adopted budget for FY 2008 and 2009.

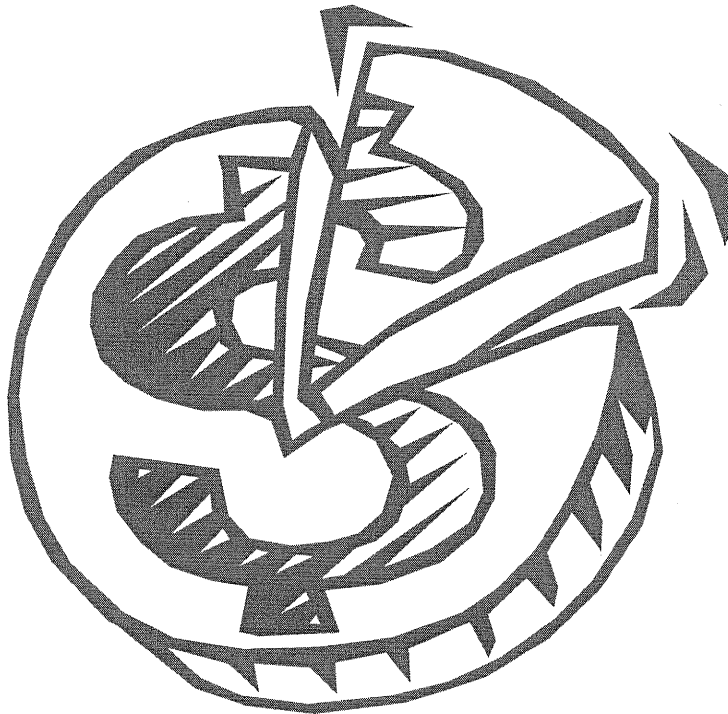


Table 2
 Adopted Changes To Preliminary Base Budget Expenditures
 (Combined General Fund, Gas Tax Fund, EMS Fund)

	One-Time		Recurring	
	From Special Projects Fund		From Current Revenue	
	FY 2008	FY 2009	FY 2008	FY 2009
Preliminary Base Expenditures			11,973,100	11,823,100
A PRIORITIES				
Fire: Breathing Mask Voice Amplifiers	5,400			
Planning: Housing Element Update	40,000	60,000		
Police: Ninth Officer			(18,373)	93,934
B PRIORITIES				
Administration: Records Retention Program	8,000			
Development Services: Building Permit Fee Study	20,000			
Development Services: Contract Building Inspector	86,150	85,730		
Fire: Computer Server	14,000			6,000
Fire: Concrete Pad at Vehicle Maintenance Facility	14,000			
Fire: Data Systems Interface	16,000			3,000
Fire: Engine and Ambulance Intercom System	10,000			
Fire: Lift at Fire Vehicle Maintenance Facility	6,000			
Fire: Station 1 Part-time Firefighter Staffing			33,000	33,000
Planning: Conservation Strategy - General Plan	25,000			
Planning: GIS Upgrade	10,200			
Planning: Sustainability Program - General Plan	25,000			
Police: PT Administrative Clerk			10,000	20,000
Police: Traffic Enforcement Officer	60,375		92,258	193,743
Public Works: Inspection Computers	20,000			6,000
Public Works: Organizational Review	25,000			
Public Works: PT Administrative Clerk	2,500		5,000	10,000
C PRIORITIES				
Admin: Council Agenda Prep Software	9,500			3,000
Admin: Councilmember Expenses			20,000	20,000
Admin: Management Analyst (7/1/08)		5,000		75,000
Admin: Minutes Clerk - City Council Meetings			10,000	10,000
Visitors Bureau Marketing Program			50,000	50,000
OTHER BUDGET CHANGES				
Elimination of Maint Assessment Districts			67,000	67,000
Funding for Nonprofit Organizations			63,100	(183,750)
Annual Expenditures Changes in Adopted Budget	397,125	150,730	331,985	406,927
Total Annual Expenditures	397,125	150,730	12,305,085	12,230,027

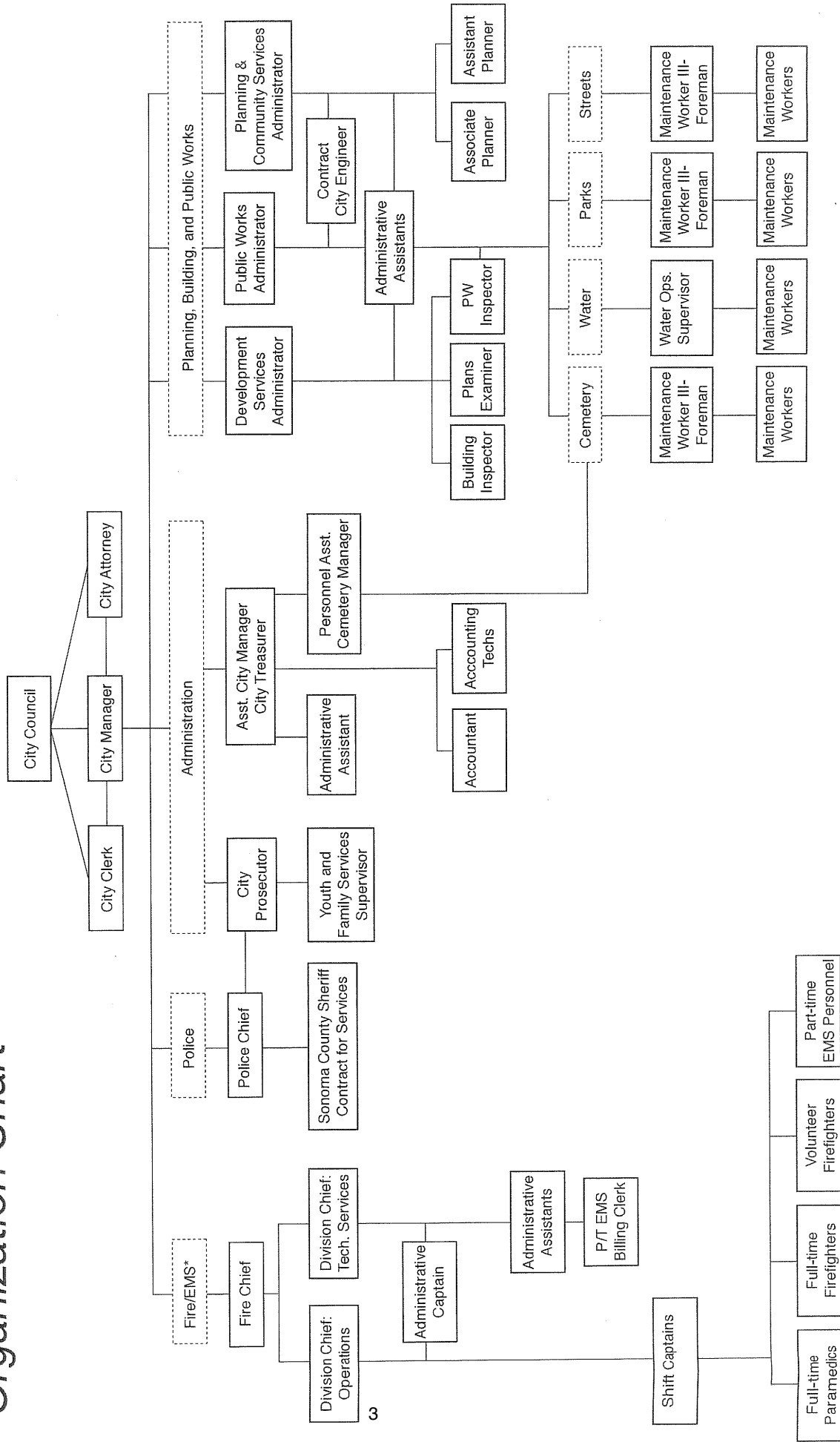
CITY COUNCIL VISION STATEMENT

Sonoma is a beautiful, environmentally friendly, and safe place, widely recognized as one of the most desirable cities in Northern California to live, visit, and do business. Ours is a diverse community where residents and their children can and want to remain. In 2020, Sonoma will be a place where:

- Innovative, creative and sustainably-designed development respects the availability of natural resources and enhances the scale, character, and natural setting of the community.
- The community's history and its role as a cultural center are enhanced through public art, special events, and careful preservation of historic features.
- A vibrant, entrepreneurial economy is fueled largely by retention and incubation of locally-owned businesses that complement the small-town atmosphere and provide high-paying jobs.
- Housing is available and affordable to the residents and the local workforce to support an economically diverse population.
- Creeks, trees, other natural features are valued and preserved, and open space and agricultural lands are protected—both in and around the city.
- Residents have access to a variety of high-quality recreational opportunities.
- Walking and bicycling are safe and the use of clean-fuel transit is popular. Traffic congestion is mitigated.
- Residents enjoy peace, quiet, and security, as well as efficient, high-quality public services.
- The City enjoys productive relationships with neighboring communities to effectively address regional issues, including planning, service provision and capital improvements.

Adopted by the City Council on October 4, 2006

City of Sonoma Organization Chart



*In cooperation with the Valley of the Moon Fire District through the Sonoma Valley Fire and Rescue Authority

OPERATING BUDGET PERSONNEL ALLOCATION FY 2007-2009 ADOPTED

	CITY CLERK	CITY MANAGER	FINANCE	FIRE	EMS	PW ADMIN AND PARKS	GAS TAX STREETS	PLANNING	BUILDING	NON-DEPT	CDA-HOUSING	CDA-ADMIN	CEMETERY	WATER	POLICE - CITY POSITIONS	POLICE SVS- CONTRACT	TOTAL
Full-time City Positions																	
Accountant			0.40								0.20			0.40			1.00
Accounting Technician			1.00														1.00
Administrative Assistant	0.20	0.30		1.00	1.00	0.40	0.80	0.45			0.40	0.35	0.10	1.35			6.00
Assistant City Manager		0.65					1.00										1.00
Assistant Planner							1.00										1.00
Associate Planner							1.00										1.00
Building Inspector								1.00									1.00
Cemetery Mgr/Personnel Officer		0.40									0.10	0.10	0.40				1.00
City Clerk/Asst to the CM	0.75											0.25					1.00
City Manager		0.60							1.00			0.40					1.00
Development Svs Administrator																	3.00
Emergency Medical Technician					3.00												4.00
Fire Captain				2.40	1.60												4.00
Fire Chief (Position is on VOMFPD payroll - City pays 50% of cost)				0.85	1.15												2.00
Fire Division Chief				4.00	6.00												10.00
Fire Engineer (one position paid 50% by VOMFPD)																	3.00
Foreman						1.00	1.00										2.00
Maintenance Worker I/II						3.00	4.00										12.00
Maintenance Worker III						1.00											1.00
Management Analyst (7-1-08)		1.00															1.00
Paramedic					3.00												3.00
Planning & Comm Svs Admin							0.80					0.20					1.00
Plans Examiner								1.00									1.00
Public Works Admin						0.30						0.20	0.10	0.40			1.00
Water Operations Supervisor														1.00			1.00
Total City Full Time Positions	0.95	2.95	1.40	8.25	15.75	5.70	5.00	3.60	3.45	0.00	0.70	1.50	3.60	6.15	0.00	0.00	59.00

OPERATING BUDGET PERSONNEL ALLOCATION FY 2007-2009 ADOPTED

	CITY CLERK	CITY MANAGER	FINANCE	FIRE	EMS	PW ADMIN AND PARKS	GAS TAX STREETS	PLANNING	BUILDING	NON-DEPT	CDA-HOUSING	CDA-ADMIN	CEMETERY	WATER	POLICE - CITY POSITIONS	POLICE SVS- CONTRACT	TOTAL
Police Contract Positions																	
Police Chief																1.00	1.00
Sergeant																2.00	2.00
Police Officer																9.00	9.00
Traffic Officer																1.00	1.00
Community Services Officer																2.00	2.00
Administrative Assistant																	
Administrative Assistant																1.00	1.00
Total Police Contract Staffing																16.00	16.00
Scheduled Part-Time (FTE)																	
Account Clerk			0.35														0.70
Administrative Clerk					0.50	0.25				0.35					0.60		2.10
Maintenance Worker I						1.50											1.50
Firefighter				3.00													3.00
Total Scheduled Part-Time	0.00	0.00	0.35	3.00	0.50	1.75	0.00	0.00	0.00	0.35	0.00	0.00	0.00	0.75	0.60	0.00	7.30
On-Call Part-Time (Not FTE)																	
Firefighter				14.00													14.00
Paramedic/EMT					28.00												28.00
Total On-Call Personnel	0.00	0.00	0.00	14.00	28.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	42.00
FTE Staffing (Full and Part-Time)	0.95	2.95	1.75	11.25	16.25	7.45	5.00	3.60	3.45	0.35	0.70	1.50	3.60	6.90	0.60	16.00	82.30
Grand Total Staffing	0.95	2.95	1.75	25.25	44.25	7.45	5.00	3.60	3.45	0.35	0.70	1.50	3.60	6.90	0.60	16.00	124.30

GLOSSARY OF BUDGET TERMS

Adopted Budget – Revenues and appropriations approved by the City Council in June for the following fiscal year.

Appropriations - Amounts of money authorized to be spent during the fiscal year.

Assessed Value - The value of property used as basis for levying property taxes.

Assessments - Levies which pay for improvements directly benefiting their property.

Assets - Value credited to a fund, such as cash, and non-cash items such as inventory, property, loans due or accounts receivable.

Available Balance - Cash credited to fund that is not reserved for another purpose; excludes portion of fund balance which is not "liquid" in nature, such as loans due, inventory or property, receivables.

Bonds - Proceeds from the sale of debt; the principal which must be repaid with interest.

Budget – A financial plan for a specific period of time (fiscal year) that matches all planned revenues and expenditures with various municipal services.

Budget Amendment – A legal procedure utilized by the City Manager to revise a budget appropriation. Adjustments to expenditures within or between departmental budgets may be accomplished administratively. City Council approval is required for additional appropriations from fund balance or new revenue sources.

Capital Improvement Program – A plan for capital expenditures to provide for the acquisition, expansion or rehabilitation of an element of the City's physical plant to be incurred over a fixed period of several future years.

CPI - Consumer Price Index; measure of inflation in area of consumer products.

Cost Recovery – The establishment of user fees that are equal to the full cost of providing services.

Debt Service - Payments of principal and interest on indebtedness incurred to finance the construction of a capital project.

Department – A major administrative segment of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area.

Department Revenue - Selected fees, charges, rent or other income derived by a department from its own activities.

Encumbrance - Reservation of funds for expenditure at a future date, usually under a purchase order or as a carry-over item which is not rebudgeted.

Expense - As the authorization to spend is exercised, an appropriation becomes an "expense" or "expenditure", i.e., the amount expended.

Fiscal Year - The 12-month accounting period used by the City, from July 1 through the following June 30.

Fund - A separate set of accounts used to record receipt and use of money restricted for specific purposes. The City's finances are distributed among many separate funds required by the City, state or federal government, or by proper accounting practice. Fund types include the following:

- The *General Fund* receives all unrestricted money which pays for the majority of departmental spending for traditional City services.
- *Special Revenue funds* are revenues earmarked for specific purposes.
- *Debt Service funds* are used to repay the principal and interest on indebtedness.
- *Capital Project funds* are used to account for construction of major public facilities.
- *Enterprise funds* are self-supporting activities financed by users and operated similar to private businesses.
- *Internal Service funds* are enterprises that sell services internally to other City entities, rather than to the general public.
- *Trust & Agency funds* are used to account for assets held by the City as a trustee or agent for employees, private organizations or other governments. (These are not included in the City budget.)

Fund Balances - The excess of the total assets of a fund over its total liabilities and reserves.

Governmental Funds - This includes the general, special revenue, debt service and capital project funds. They are accounted for on a financial flow basis, measuring available spendable resources and changes in net current assets.

Indebtedness - Amount of principal due on outstanding bonds, interfund loans, and accrued employee benefits.

Interest - Income earned on the investment of available cash balances.

Interfund Transfers - The reallocation of money from one fund to another. The receiving fund must spend the transferred money in a way that complies with any restrictions placed on the money when it was originally received by the donor fund.

Intergovernmental - Revenues shared with the City by the State (such as the Gas Tax), Federal government (such as CDBG), or other agency (such as drainage maintenance fees from the Sewer District).

Liabilities - Amount of obligations a fund has to make future payments, such as accounts payable, deferred revenues or amounts due other funds.

Operations - Departmental costs for employees, contract services, repairs and maintenance, internal services, supplies and other expenses. The majority of operation costs are personnel-related. These expenses are generally predictable and consistent with the on-going service demands of the City, and impact of inflation.

Other Income - Includes property sales and refunds from REMIF (Redwood Empire Municipal Insurance Fund).

Projects - Long-term investments in public facilities and infrastructure; also known as capital improvements. Amounts spent may vary widely from year to year.

Proprietary Funds - These include the enterprise and internal service funds. They are accounted for in a manner similar to businesses, measuring cost for services and including total assets and liabilities.

Redevelopment Agency - Separate legal entity created in 1983 to alleviate conditions of blight, build infrastructure and promote economic development. The Agency operates through a defined project area. The Agency receives property tax revenue on assessed value growth within this areacalled "tax increments" to repay Agency indebtedness and to finance Agency projects.

Reserve – An account used to designate a portion of the fund balance for a specific future use and is, therefore, not available for general appropriation.

Revenue - Money received from taxes, licenses, permits, interest, fees for service, bonds or from other governments.by the City during the fiscal year.

Subventions - Intergovernmental revenues paid to the City by another government, such as the State.

Subsidy – Supplemental resources provided to ensure adequate funding when anticipated expenditures exceed revenues.

Taxes - Involuntary exactions on forms of wealth (such as property), transactions (such as taxable sales), or other forms of economic activity (such as operating a business, building a house, or staying in a motel).

Total Budget - The total of Revenues plus available balance, which equals Expenses plus ending available balance.

Unfunded Liability - Amount of future obligations not covered by assets currently set aside for that purpose, such as accrued vacation leave payable at termination or actuarial-determined future insurance claims.

User Fees - Charges of a voluntary nature paid by persons receiving a service in exchange for the fee (such as permit fees or water sales).

CITY OF SONOMA

RESOLUTION NO. 22 - 2007

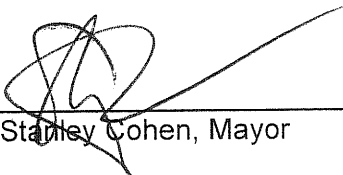
A RESOLUTION OF THE CITY OF SONOMA
ADOPTING A TWO-YEAR OPERATING BUDGET
FOR FISCAL YEARS 2007-2008 AND 2008-2009

WHEREAS, the City Manager submitted a preliminary two-year operating budget to the City Council which has been given due and careful study and consideration, and which the Council finds to be a true and concise statement of projected revenues and disbursements for fiscal years 2007-2008 and 2008-2009 and designed to effect the best possible use of City revenues.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Sonoma that the budget submitted by the City Manager as modified by direction of the City Council as set forth in Attachment A which is attached hereto and by this reference made a part hereof is hereby adopted as the operating budget of the City of Sonoma for fiscal years 2007-2008 and 2008-2009

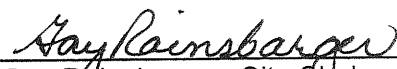
PASSED AND ADOPTED by the City Council of the City of Sonoma at the rescheduled regular meeting held on the 9th day of July 2007 by the following vote:

AYES: Sanders, Barbose, Cohen
NOES: Brown, Sebastiani
ABSENT: None



Stanley Cohen, Mayor

ATTEST:



Gay Rainsbarger, City Clerk

ATTACHMENT A
City of Sonoma

Modifications to Preliminary Operating Budget for FY 2008 and 2009

Following are City Council-approved modifications to the preliminary operating budget for the City of Sonoma for FY 2008 and 2009.

	Account Number	FY 2008	FY 2009
General Fund Revenue			
Transfer from Assessment Districts	37200	(22,388)	(22,388)
City Council	41001		
Councilmember expenses		20,000	20,000
City Clerk	41002		
Records Retention Program		8,000	
Minutes Clerk		10,000	10,000
Agenda Preparation Software		9,500	3,000
City Manager	41003		
Management Analyst			80,000
Police	42101		
Ninth Police Officer		(18,373)	93,934
Traffic Safety Officer		152,633	193,743
Part-time Administrative Clerk		10,000	20,000
Fire	42201		
Voice Amplifiers		2,700	
Computer Server		7,000	3,000
Concrete Pad		7,000	
Data Systems Interface		8,000	1,500
Engine Intercom System		5,000	
Lift at Maintenance facility		3,000	
Part-time Firefighter staffing		33,000	33,000
Public Works	43020		
Inspection Computer		10,000	3,000
Organizational review		25,000	
Part-time Administrative Clerk		7,500	10,000
Assessment District Maintenance		35,485	35,485
Planning	43030		
Housing element update		40,000	60,000
Conservation strategy		25,000	
GIS upgrade		10,200	
Sustainability Program		25,000	
LAFCo Fees		1,230	700
Development Services	43040		
Building permit fee study		20,000	

	Account Number	FY 2008	FY 2009
Contract building inspector		86,150	85,730
Community Activities	43101		
Visitors Bureau Marketing Program		50,000	50,000
Nonprofit Service Agreements		(176,900)	(183,750)
Funding for nonprofits		240,000	
Intergovernmental Transfers	43999		
Transfer to EMS fund for above base		32,700	4,500
El Prado Assessment District	44080		
Eliminate district budget		(4,500)	(4,500)
Fryer Creek Assessment District	44081		
Eliminate district budget		(4,404)	(4,404)
Landscape and Lighting District	44082		
Eliminate district budget		(67,994)	(67,994)
Water Utility	62001		
GIS Upgrade		10,200	
Inspection Computer		10,000	3,000
General Plan Water Element			60,000
Part-time Administrative Clerk		7,500	10,000
Emergency Medical Services	63010		
Voice Amplifiers		2,700	
Computer Server		7,000	3,000
Concrete Pad		7,000	
Data Systems Interface		8,000	1,500
Ambulance Intercom System		5,000	
Lift at Maintenance facility		3,000	

SONOMA COMMUNITY DEVELOPMENT AGENCY

RESOLUTION NO. 01 - 2007

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY DEVELOPMENT AGENCY OF THE CITY OF SONOMA ADOPTING AN INTERIM BUDGET FOR FISCAL YEARS 2007-2008 and 2008-2009

WHEREAS, the Executive Director has submitted a preliminary two-year budget to this Board for fiscal years 2008 and 2009; and

WHEREAS, the Board has completed its review of operating budget requirements by has not yet completed consideration of capital improvement projects for which appropriations have not previously been adopted; and

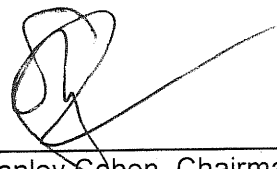
WHEREAS, the Board contemplates completing its full review and adopting the final two-year budget including capital projects during the month of August, 2007; and

WHEREAS, authorization to expend funds between July 1, 2007 and the date of adoption of the final two-year budget is necessary for the continued smooth operation of the Community Development Agency.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the City of Sonoma Community Development Agency that the operating budget submitted by the Executive Director for fiscal years 2007-2008 and 2008-2009 as first presented to the Board of Directors on May 25, 2007 and as modified by the Board of Directors as set forth in Attachment A, which is attached hereto and by this reference made a part hereof, is hereby adopted as the interim budget of the Community Development Agency of the City of Sonoma for fiscal years 2007-2008 and 2008-2009 pending adoption of a complete two year budget for fiscal years 2008 and 2009.

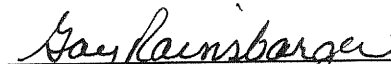
PASSED AND ADOPTED as a resolution of the Board of Directors of the Community Development Agency of the City of Sonoma at a special meeting held on the 9th day of July 2007, by the following vote:

AYES: Sanders, Barbose, Cohen
NOES: Sebastiani, Brown
ABSENT: None



Stanley Cohen, Chairman

ATTEST:


Gay Rainsbarger, Secretary

ATTACHMENT A
Sonoma Community Development Agency

Modifications to Preliminary Budget for FY 2008 and 2009

Following are Board of Directors-approved modifications to the preliminary operating budget for the Sonoma Community Development Agency for FY 2008 and 2009.

	Account Number	FY 2008	FY 2009
Community Development Agency	53001		
GIS upgrade		10,200	

**CITY OF SONOMA
FINANCIAL RESERVE POLICY-GENERAL FUND
[UPDATED JULY 2006]**

BACKGROUND

Fiscal stability is an important factor to any City. It is Council's responsibility to provide for the continuation of services in the event of natural or fiscal emergency.

Realizing that city revenues are not stable and are dependent upon national, state and local economic trends, it is prudent for the City of Sonoma to have a "Financial Reserve Policy" in place to address any downturns that would affect the city revenues.

This policy is developed to consider the minimum level necessary to maintain the City's credit worthiness and to adequately provide for:

- ◆ Economic uncertainties and other financial hardships or downturns in the local or national economy
- ◆ Local disasters or catastrophic events
- ◆ Future debt or capital obligations
- ◆ Cash flow requirements
- ◆ Legal requirements

POLICY

Strong reserves are a vital component to a sound financial plan for the City's General Fund. Because different types of issues can arise depending on the nature of the events that might cause the City to use reserve funds, three separate accounts are established to address these circumstances, as set forth below.

EMERGENCY RESERVE – The purpose of the emergency reserve is to provide operating and/or repair funds in the event of a local disaster or catastrophic event.

The City of Sonoma will establish and maintain a General Fund Emergency Reserve of 17% of discretionary general fund and EMS fund revenue (approximately two months), which is available for expenditure to respond to local disasters or catastrophic events, whether natural or man-made. For the purposes of this policy, "discretionary revenue" is defined as "all revenues not directly tied to specific identified projects or programs operated out of the general fund and/or EMS fund. One example of non-discretionary revenue would be the funds received as reimbursement for special Police equipment.

Approval of the draw down of the Emergency Reserve account shall be by a 4/5ths vote of the

Council in the affirmative.

OPERATING RESERVE – The purpose of the operating reserve is to provide breathing room for the City to evaluate alternatives in the event of financial hardships. The City of Sonoma will establish and maintain a General Fund Operating Reserve of \$1,500,000 which is available as a temporary revenue source to be used while an orderly financial plan for cost-reduction or revenue enhancement for services provided through the general fund and/or EMS fund is developed.

The Operating Reserve can cover any significant unanticipated or mandated expenditure, which cannot be deferred or funded by borrowing. This reserve is not intended to provide funding for new programs or for “buys of opportunity” or similar circumstances, usually involving the purchase of property. The Operating Reserve is distinguished from and shall be reported separately on the balance sheet from the Emergency Reserve and from reserves designated for specific purposes and from undesignated/unreserved fund balances.

Process for the Use of Operating Reserve Funds

- ◆ In the event of financial adversity (defined as a prolonged downturn in one or more major revenue sources for the general fund and/or EMS fund or imposition of a significant, unanticipated and unavoidable expense that cannot be deferred or funded by borrowing), staff would request Council approval to utilize the Operating Reserve Account if funds are necessary to maintain current service levels until a reduced budget is prepared.
- ◆ Appropriate staff (i.e. City Manager, Assistant City Manager and Department Heads) will evaluate affected revenues and programs, and make a recommendation regarding reduced service levels.
- ◆ The proposed financial plan will be shared with all city staff.
- ◆ Recommendations from the City Manager and staff on the proposed financial plan will be presented to City Council for review, discussion and adoption at a public meeting.

Use of Operating Reserve funds are by direction of the City Council only. The Council shall then have the option of utilizing the Operating Reserve funds to mitigate the hardship. Approval of the draw down of the Operating Reserve account shall be by a 4/5ths vote of the Council in the affirmative.

Whenever expenditures or transfers are made from the Operating Reserve, it must be a high priority for the City to reimburse such expenditures at the earliest possible date, normally by deferring other service or project expenditures.

Should the Council opt not to draw on the Operating Reserve account or should the financial hardship exceed the available reserve funds, the City Council may direct that funding be augmented through the following options:

- ◆ Interfund Financing Transfer

- ◆ External/Third-Party Financing
- ◆ Immediate spending freeze
- ◆ Other financing options available at the point of need

SPECIAL PROJECTS FUND – A special projects fund is hereby created into which shall be transferred any undesignated fund balances in the combined general fund and EMS fund. In the event that the undesignated combined fund balance is less than \$0.00, the amount of the negative balance is to be deducted from the balance in the Special Projects Fund. The purposes of the Special Projects Fund are to segregate the surplus fund balance from recurring revenue sources so that such surpluses will be appropriated only for non-recurring expenditures and to create a funding source for one-time projects such as, but not limited to:

- Capital improvement projects of any type
- Surveys, studies and analyses of both operating and capital needs
- Updates of adopted plans (e.g., general plan or specific general plan elements, facility master plans)
- Temporary service programs (for example, a limited-duration code or traffic enforcement effort)

Approval of any appropriation from the Special Projects Fund shall be by a simple majority vote of the Council.

INTERFUND FINANCING – the City of Sonoma maintains additional funds outside the General Fund, which may be utilized to provide interim financing to the General Fund in the event of financial adversity. Financing levels of the interfund loan should not exceed 50% of the available fund balance and shall be documented by an established repayment schedule approved by the City Council based on recommendation by staff. Repayment of this method of financing should become first priority in future budgeting cycles.

INFORMATIONAL REPORTS

The following reports are prepared and distributed on a timely basis to allow for informed decisions by both staff and the City Council:

MONTHLY FINANCIAL STATEMENTS - financial statements are provided to the City Manager and Department Managers on a monthly basis.

QUARTERLY UPDATES – Each quarter the staff provides a financial update on revenues, expenditures, trends, and other economic impacts to the Council at a regular public City Council meeting.

5-YEAR CAPITAL IMPROVEMENT PLAN – staff updates the 5-Year Capital Improvement Plan annually during the Budget process. This document helps Council identify and plan for future financial needs in terms of Capital Projects, Capital Programs and Capital Purchases.

PROGRAM BUDGETS – the City of Sonoma’s operating budget is evolving into a stabilized base budget identifying the personnel, operations, maintenance and capital required to provide basic services. A second level budgeting is shown as “above-base” and includes recommended

increases/changes to existing programs, recommended personnel augmentations, additional capital purchases and increased maintenance responsibilities. Corresponding funding sources for these above-base items may be recommended from fees, service charges, proposed tax increases, or, for qualifying, non-recurring items, from the Special Projects fund. Identifying the revenue source is extremely helpful in that when a revenue stream experiences a downturn, the corresponding program faces a similar impact. This is most easily identified on the development side – as development activity slows down, and development-related fees taper off, the service level in the development departments would also taper off.

GENERAL FUND

REVENUE

&

EXPENDITURE SUMMARY

FY 2007-2008/FY 2008-2009

**CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
GENERAL FUND - 100**

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
30010 TAXES - SECURED	1,586,431	2,153,540	2,326,520	2,650,000	2,746,000
30011 TAXES - UNSECURED	79,355	84,957	99,000	88,430	95,200
30015 TAXES - HOPTR	24,366	24,797	27,885	24,600	25,100
30016 COUNTY COLLECTION F	-17,719	-17,015	-17,525	-21,150	-22,000
30017 ERAF (STATE TRSFR)	-66,572	-919,584	-1,014,163	-1,043,250	-1,126,710
30020 SALES TAXES - SAFETY	106,511	111,368	107,200	117,600	123,480
30021 SALES AND USE TAXES	1,612,216	1,556,544	2,211,080	2,300,000	2,346,000
30022 SALES TAX TRIPLE FLIP	244,731	484,846	0	0	0
30023 VLF SWAP-SB1096	258,511	808,658	832,920	662,800	662,800
30025 VLF GAP	0	49,569	0	0	0
30030 TOT	2,110,344	2,310,916	2,435,895	2,668,535	2,797,500
30031 FRANCHISE TAXES	294,150	319,691	348,095	352,000	352,000
30040 BUSINESS LICENSE	304,456	324,492	330,195	330,000	330,000
30060 PROPERTY TRANS TAX	222,031	149,712	163,025	147,000	147,700
3001 TAXES	6,758,811	7,442,491	7,850,127	8,276,565	8,477,070
30102 ZONING FEES	32,080	43,516	42,210	35,000	35,000
30104 SALES OF PUBLICATION	2,601	4,033	3,270	4,100	4,100
30105 MICROGRAPHICS FEES	11,885	10,986	10,865	13,900	13,900
30107 STRONG MOTION FEES	0	0	200	0	0
30108 STRONG MOTION FEES	448	87	0	100	100
30111 FIRE PLAN CHECK FEE	8,425	2,442	4,975	9,500	6,000
30112 BUILDING PLAN CHECK	169,167	195,144	210,155	120,000	120,000
30114 ENGINEER PLAN CHECK	30,175	17,160	16,825	18,000	18,000
30115 BUILDING INSPECTION/	322,554	290,793	312,155	240,000	230,000
30117 ENGINEERING INSPECTI	42,035	32,594	30,530	30,530	30,530
30118 PLANNING FEES	0	100	0	1,200	1,200
30119 TRAINING FEES	6,216	6,708	6,365	5,500	5,500
3010 FEES	625,586	603,563	637,550	477,830	464,330
30201 ANIMAL LICENSE	5,477	663	4,800	500	1,000
30203 ENCROACHMENT	14,805	20,573	18,390	18,500	18,500
3020 LICENSES & PERMITS	20,282	21,236	23,190	19,000	19,500
30301 PARKING FINES	22,341	24,695	22,150	21,000	21,000
30302 CRIMINAL FINES	580	941	400	200	200
30303 VEHICLE CODE FINES	15,264	23,533	20,225	22,000	22,000
30304 CHILD RESTRAINT	83	60	140	100	100
30305 ABANDONED VEHICLES	5,652	2,680	4,120	0	0
30306 DUI	0	0	5,150	0	0
30307 CHP - SONOMA	1,283	617	835	500	500
30308 SONOMA P/C 33%	172	242	195	200	200
30310 TRAFFIC VIOLATOR SC	5,936	3,591	3,565	4,500	4,500
30311 COURT RESTITUTION	130	1,678	305	1,000	1,000
30500 OTHER FINES	100	0	0	0	0
3030 FINES & FORFEITURES	51,541	58,037	57,085	49,500	49,500
30600 INTEREST INCOME	199,871	221,376	179,460	300,000	275,000
30701 RENTAL INCOME	55,528	50,867	45,360	73,700	73,700
30702 PARK RESERVATION	29,356	28,290	18,370	25,600	26,000
30703 MOBILE HOME PARK AD	18,624	9,552	19,110	7,700	7,700
30800 FILMING PERMIT FEE	3,576	4,716	3,724	5,000	5,000
3060 INTEREST & RENTS	306,954	314,801	266,024	412,000	387,400
31001 MV IN-LIEU	60,417	62,535	64,493	60,950	60,950
31004 OFF-HWY VEHICLES	553	0	0	400	400
31105 TRAFFIC CONGESTION	0	43,917	0	71,000	71,000
31301 OTHER STATE - GRANT	20,558	0	20,553	0	0
3100 STATE REVENUES	81,528	106,452	85,046	132,350	132,350
31405 VOM FINANCE AGMT	33,313	40,306	72,324	63,600	63,600
31501 POLICE SERVICES	5,010	0	11,560	0	0

Adopted July 9, 2007

**CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
GENERAL FUND - 100**

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
31502 POLICE SERVICES	20,180	14,596	11,560	20,000	20,000
31503 ANIMAL SERVICES	626	583	446	500	500
31504 SPECIAL PUBLIC WORK	0	0	0	10,000	10,000
31505 WEED ABATEMENT	3,393	2,449	2,238	5,100	5,100
31507 STREET SWEEPING	11,315	9,052	11,300	9,200	9,200
31508 OTHER-CHARGES FOR	1,515	42,305	891	1,000	1,000
31511 REIMB FROM VOM FIRE	14,475	0	0	0	0
31600 FIRE SERVICES	0	43	0	0	0
31601 REIMBURSE MUTUAL AI	0	4,616	0	0	0
3110 CHARGES FOR SERVICE	89,826	113,950	110,319	109,400	109,400
32001 WATER SALES AND SVC	-7,959	0	0	0	0
3200 WATER	-7,959	0	0	0	0
31700 FINANCE CHARGES	550	789	0	0	0
35001 SALE OF PROPERTY	13,514	2,803,525	500	1,000	1,000
35002 DONATIONS	0	0	1,020	0	0
35004 REIMBURSEMENT AGMT	0	4,824	277	0	0
35005 OTHER-MISC. REV.	18,317	17,868	16,067	1,000	1,000
35007 YOUTH/FAMILY SVS GR	32,500	34,125	35,149	35,000	35,000
35013 SAY PROGRAM	4,200	0	0	0	0
35015 BOOKING FEE REIMB	7,250	20	21	0	0
35016 WORK COMP REBATES	0	1,646	0	0	0
35017 DONATIONS - CITY PAR	0	49	50	0	0
35018 REIMB - SPECIAL EVENT	-5,848	0	0	0	0
3500 MISCELLANEOUS	70,483	2,862,846	53,084	37,000	37,000
37200 TRANSFER IN	677,050	671,274	526,282	581,343	683,620
3700 TRANSFERS	677,050	671,274	526,282	581,343	683,620
30000 TOTAL REVENUE	8,674,102	12,194,650	9,608,707	10,094,988	10,360,170
110 REGULAR EMPLOYEES	2,007,103	1,627,882	1,846,360	1,808,253	1,905,644
120 TEMPORARY/PART-TIME	146,050	148,752	154,091	143,775	159,344
130 OVERTIME	58,358	63,132	65,840	65,000	70,000
131 PREMIUM PAY	38,163	25,192	42,000	0	0
150 W/C WAGES	96,113	76,550	0	0	0
155 SEVERANCE	182,739	3,623	0	0	0
100E SALARY & WAGES	2,528,527	1,945,131	2,108,291	2,017,028	2,134,988
290 EMPLOYEE BENEFITS	0	0	20,757	742,533	777,181
291 WORKERS COMP	0	0	0	78,473	85,587
200E EMPLOYEE BENEFITS	0	0	20,757	821,006	862,768
310 LEGAL	189,637	199,026	165,500	184,500	189,500
311 ACCOUNTING/AUDIT	10,533	10,694	19,000	19,000	19,100
312 RECRUITMENT	3,133	13,196	3,500	13,100	10,600
313 CONSULTING	33,097	42,014	26,800	162,500	79,500
314 ENGINEERING	40,845	27,142	44,900	0	0
321 ELECTIONS	5,419	0	9,000	0	7,500
350 PROFESSIONAL/TECHNIC	205,589	100,173	116,150	234,050	230,630
352 SHERIFF'S CONTRACT	2,320,801	2,684,800	3,343,096	3,412,545	3,511,157
300E PROFESSIONAL SERVIC	2,809,054	3,077,045	3,727,946	4,025,695	4,047,987
401 UTILITIES	112,388	144,378	178,220	172,075	172,075
403 CUSTODIAL (Inc. Supplies)	46,206	56,335	62,400	58,640	58,640
404 REPAIR & MAINTENANCE	105,776	171,641	101,705	174,010	156,850
405 RENTAL/LEASE - LAND & B	10,153	9,998	10,250	10,750	10,750
406 RENTAL/LEASE-EQUIPME	26,697	25,586	37,400	28,500	28,500
407 CONTRACT SERVICES	198,169	366,429	346,910	206,270	173,920
420 OTHER PROPERTY SVS	13,451	13,108	24,000	16,000	19,000

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
GENERAL FUND - 100

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
400E PROPERTY SERVICES	510,259	787,475	760,885	666,245	619,735
421 ELECTIONS	-2,581	0	0	0	0
452 COMMUNICATIONS	56,431	51,415	70,635	60,000	55,000
453 ADVERTISING	9,109	7,587	8,500	8,500	9,500
454 PRINTING & BINDING	7,618	4,021	11,700	6,350	6,350
455 TRAVEL	1,145	5,418	4,700	3,600	3,600
456 MEMBERSHIPS	23,846	22,470	22,845	26,390	26,390
457 TRAINING/CONFERENCES	39,423	45,008	62,675	62,375	68,375
458 P O S T	713	0	0	0	0
459 DONATIONS/CONTRIBUTI	200,054	35,050	35,550	240,000	0
460 PERMITS, FEES (Writedow	14,964	4,500	19,110	17,600	17,950
461 CFAC ACTIVITIES	1,091	1,234	8,150	6,500	6,500
480 OTHER SERVICES	34,090	24,106	50,922	59,145	62,600
450E OPERATIONS	0	0	294,787	490,460	256,265
501 GENERAL SUPPLIES	96,417	89,104	109,650	105,050	106,550
505 ENERGY - GASOLINE	44,981	35,450	31,750	58,175	66,900
507 BOOKS & PERIODICALS	2,872	0	9,400	11,500	3,600
508 CLOTHING/UNIFORMS	9,301	15,967	12,700	9,900	12,700
510 DEPARTMENT EXPENSE	0	0	0	20,000	20,000
540 RENTS & LEASES	0	0	0	2,700	0
550 OTHER EQUIPMENT/SUPP	4,549	0	500	24,000	0
500E SUPPLIES	158,120	140,521	164,000	231,325	209,750
601 LAND	0	1,150,000	0	0	0
603 IMPROVEMENTS	116,579	0	0	7,000	0
604 MACHINERY AND EQUIPM	74,713	29,398	48,200	95,900	826,220
606 SOFTWARE	0	0	12,000	17,500	0
607 COMPUTER EQUIPMENT	0	0	0	23,400	5,000
608 Small Tools & Equipment	0	0	0	10,700	0
600E CAPITAL ASSETS	191,291	1,179,398	60,200	154,500	831,220
703 CONSTRUCTION, MATERI	17,080	0	0	7,000	0
706 POLICE TRANSITION COS	392,505	0	0	0	0
750 LONG-TERM BUILDING MAI	83,864	95,796	95,782	124,651	125,651
760 VEHICLE REPLACEMENT T	159,220	191,869	192,009	139,364	142,724
770 MIS REPLACEMENT TRAN	250,200	176,227	236,953	255,604	266,104
780 INSURANCE TRANSFER	207,875	122,028	99,215	88,956	95,213
790 EMPLOYEE BENEFIT TRAN	0	1,095,516	1,104,040	83,110	83,110
700E CONSTRUCTION & ISF	1,110,744	1,681,436	1,727,999	698,685	712,802
801 PRINCIPAL	0	0	12,885	12,885	12,885
802 INTEREST	10,067	1,607	1,615	1,615	1,615
803 FISCAL AGENT FEES	16,879	0	0	0	0
800E DEBT SERVICE	26,950	1,607	14,500	14,500	14,500
900 OPER. TRANSFERS-OUT	1,076,287	653,380	529,257	1,160,910	918,196
903 TRSF IN REIMB VEHICLE	0	6,429	-43,000	-43,000	-826,220
925 CONTINGENCY & RESERV	-858	4,438	135,107	174,000	271,000
900E TRANSFERS	1,075,429	664,247	621,364	1,291,910	362,976
40000 TOTAL EXPENSE	8,410,372	9,476,860	9,500,729	10,411,354	10,052,991
NET NET REVENUE VS EXPEN	263,730	2,717,790	107,978	-316,366	307,179

CITY COUNCIL

The City Council is the elected body that oversees all municipal operations. The City Council provides policy leadership and acts as the legislative arm of City government. The five members of the City Council are elected to overlapping four-year terms. This overlapping ensures that there are councilmembers with experience guiding the City at all times. Each member of the current City Council, and certain members of prior City Councils who previously served 12 years or more, are provided health care coverage.

The Council meets the first and third Wednesdays of the month at 7 p.m. in the Fire Training Room at the Sonoma Fire Station, 630 Second St W. in Sonoma. This is a temporary meeting site [estimated through Spring 2009] due to the reconstruction of the Police Facility/Council Chambers/Community Meeting room project. Councilmembers also sit as the Board of Directors of the Community Development Agency, and participate in local and regional activities.

Goals and Objectives

Continue to take all necessary actions to protect and enhance the financial stability of the city

Continue to take a leadership role in valley-wide planning efforts

Continue to enhance the quality of life for all Sonoma residents

Enhance economic development while protecting small town character

Continue to improve the policy process

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 CITY COUNCIL - 100-41001

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
311 ACCOUNTING/AUDIT	250	0	0	0	0
300E PROFESSIONAL SERVIC	250	0	0	0	0
405 RENTAL/LEASE - LAND & B	153	0	250	0	0
400E PROPERTY SERVICES	153	0	250	0	0
453 ADVERTISING	1,311	0	0	0	0
455 TRAVEL	297	3,793	1,600	1,600	1,600
456 MEMBERSHIPS	6,285	6,692	7,505	7,970	7,970
457 TRAINING/CONFERENCES	6,218	1,201	8,700	8,700	18,700
461 CFAC ACTIVITIES	1,091	1,234	8,150	0	0
480 OTHER SERVICES	4,947	2,449	5,000	2,500	2,500
450E OPERATIONS	0	0	30,955	20,770	30,770
501 GENERAL SUPPLIES	6,538	5,031	1,500	1,500	1,500
510 DEPARTMENT EXPENSE	0	0	0	20,000	20,000
500E SUPPLIES	6,538	5,031	1,500	21,500	21,500
790 EMPLOYEE BENEFIT TRAN	0	79,176	79,176	83,110	83,110
700E CONSTRUCTION & ISF	0	79,176	79,176	83,110	83,110
900 OPER. TRANSFERS-OUT	83,023	0	0	0	0
900E TRANSFERS	83,023	0	0	0	0
40000 TOTAL EXPENSE	89,964	84,207	111,881	125,380	135,380
NET NET REVENUE VS EXPEN	-89,964	-84,207	-111,881	-125,380	-135,380

CITY CLERK

The City Clerk operation has many facets. As the manager of the Council's business records and actions, the City Clerk is uniquely positioned to provide comprehensive information to the community and the internal organization. In addition to the traditional responsibilities of overseeing the Council's business records, the City Clerk is charged with managing the election process, assisting with the legislative agenda, establishing and maintaining records management for the organization, and coordinating community information processes. The City Clerk also serves as the Secretary to the Community Development Agency.

- Council Business Records - Manage the agenda process and public notification requirements for the City Council's business meetings. Record and transcribe minutes of the Council meeting and provide opportunities for the public to access the minutes and agendas. Prepare legislation, proclamations, notices, and other official documents. Amend the municipal code in a timely manner. Coordinate recruitment and membership on City committees and commissions.
- Elections - Manage the election process for the City Council and coordinate activities and requirements with the county election staff. Assist candidates, City staff, and officials with filing financial disclosure and/or campaign statements as required.
- Legislation - Assist the City Manager with monitoring and implementing the City Council's legislative agenda.
- Records Management - Oversee the development of a modern records management system for the City. Implement a Citywide records retention schedule including preservation of vital and historic documents.
- Secretary-Community Development Agency - Maintain all official records of the Agency, prepare agendas and minutes for all agency proceedings.

As part of the 2003 Administration Department reorganization, the City clerk also serves as Assistant to the City Manager and staffs the Cultural and Fine Arts Commission.

Mission Statement

The City Clerk strives to provide timely, professional and courteous service to the City Council, the public and the internal organization. The City Clerk is committed to innovative processes, information management, and continued preservation of the City's history.

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 CITY CLERK - 100-41002

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
110 REGULAR EMPLOYEES	59,098	55,177	63,389	68,028	69,885
130 OVERTIME	0	0	0	0	0
150 W/C WAGES	0	2,436	0	0	0
100E SALARY & WAGES	59,098	57,613	63,389	68,028	69,885
290 EMPLOYEE BENEFITS	0	0	596	22,722	23,421
291 WORKERS COMP	0	0	0	2,679	2,950
200E EMPLOYEE BENEFITS	0	0	596	25,401	26,371
312 RECRUITMENT	0	91	0	0	0
313 CONSULTING	0	0	0	8,000	0
321 ELECTIONS	5,419	0	9,000	0	7,500
350 PROFESSIONAL/TECHNIC	11,077	350	2,000	2,000	2,000
300E PROFESSIONAL SERVIC	16,496	441	11,000	10,000	9,500
453 ADVERTISING	3,505	3,448	4,500	3,500	3,500
455 TRAVEL	0	144	0	0	0
456 MEMBERSHIPS	220	355	410	410	410
457 TRAINING/CONFERENCES	2,216	2,010	4,200	4,200	4,200
480 OTHER SERVICES	0	845	500	10,500	10,500
450E OPERATIONS	0	0	9,610	18,610	18,610
501 GENERAL SUPPLIES	1,882	2,162	4,500	2,500	2,500
500E SUPPLIES	1,882	2,162	4,500	2,500	2,500
606 SOFTWARE	0	0	0	9,500	0
600E CAPITAL ASSETS	0	0	0	9,500	0
770 MIS REPLACEMENT TRAN	8,341	3,714	3,709	3,778	6,778
780 INSURANCE TRANSFER	3,853	1,968	2,150	2,451	2,616
790 EMPLOYEE BENEFIT TRAN	0	25,368	27,294	0	0
700E CONSTRUCTION & ISF	12,194	31,050	33,153	6,229	9,394
900 OPER. TRANSFERS-OUT	20,241	0	0	0	0
900E TRANSFERS	20,241	0	0	0	0
40000 TOTAL EXPENSE	109,910	91,266	122,249	140,268	136,260
NET NET REVENUE VS EXPEN	-109,910	-91,266	-122,249	-140,268	-136,260

CITY MANAGER

The City Manager serves as the Chief Executive Officer of the City. The Manager, who is appointed, evaluated, and retained by the City Council based on professional expertise and performance, provides overall management and direction for all City programs with the assistance of department heads; functions as head of finance, personnel, and all other administrative services; continually evaluates the City's organizational structure as it pertains to effective, efficient and economical delivery of services to the public; develops and implements methods of improving services and public improvements; assures conformance with City Council policies and directives and with all applicable laws.

The ongoing duties of the City Manager's office staff include: preparation and presentation of City operating and capital budgets; developing safety procedures and administering the city's risk management program; inventory control; preparation of agenda reports and correspondence for the City Council; processing purchase orders; development and implementation of City administrative procedures; implementation of City Council policies and priorities; review of the City's fee schedule in accordance with state and local laws and procedures; implementing programs mandated by other agencies; analysis of legislation; intergovernmental representation and operation of the City's Community Development Agency.

**CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
CITY MANAGER - 100-41003**

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
110 REGULAR EMPLOYEES	176,343	171,561	179,318	196,020	255,892
130 OVERTIME	0	0	0	0	0
100E SALARY & WAGES	176,344	171,561	179,318	196,020	255,892
290 EMPLOYEE BENEFITS	0	0	1,835	67,480	87,510
291 WORKERS COMP	0	0	0	7,720	8,490
200E EMPLOYEE BENEFITS	0	0	1,835	75,200	96,000
312 RECRUITMENT	0	136	0	0	0
313 CONSULTING	445	1,050	7,500	7,500	7,500
350 PROFESSIONAL/TECHNIC	3,620	0	0	0	0
300E PROFESSIONAL SERVIC	4,065	1,186	7,500	7,500	7,500
407 CONTRACT SERVICES	1,434	0	1,200	0	0
400E PROPERTY SERVICES	1,434	0	1,200	0	0
452 COMMUNICATIONS	1,007	676	1,000	500	500
455 TRAVEL	349	926	750	900	900
456 MEMBERSHIPS	1,696	1,276	1,950	2,370	2,370
457 TRAINING/CONFERENCES	7,443	4,342	7,100	8,200	8,200
480 OTHER SERVICES	6,194	3,145	15,000	15,000	15,000
450E OPERATIONS	0	0	25,800	26,970	26,970
501 GENERAL SUPPLIES	1,114	1,107	1,200	1,200	1,200
507 BOOKS & PERIODICALS	80	0	500	250	250
500E SUPPLIES	1,194	1,107	1,700	1,450	1,450
607 COMPUTER EQUIPMENT	0	0	0	0	5,000
600E CAPITAL ASSETS	0	0	0	0	5,000
770 MIS REPLACEMENT TRAN	18,887	11,873	11,876	15,153	15,153
780 INSURANCE TRANSFER	10,610	5,412	5,915	6,946	7,411
790 EMPLOYEE BENEFIT TRAN	0	76,824	81,933	0	0
700E CONSTRUCTION & ISF	29,497	94,109	99,724	22,099	22,564
900 OPER. TRANSFERS-OUT	58,028	0	0	0	0
900E TRANSFERS	58,028	0	0	0	0
40000 TOTAL EXPENSE	270,561	267,963	317,077	329,240	415,376
NET NET REVENUE VS EXPEN	-270,561	-267,963	-317,077	-329,240	-415,376

FINANCE & TREASURY

The Finance Department, operating under the general direction of the Assistant City Manager, has as its purpose assisting the City Manager in the implementation of financial and budgetary policies and to assure compliance with adopted policies. Staffing consists of one full-time Accountant, one full-time Accounting Technician and one part-time Accounting Technician. The Assistant City Manager is the appointed City Treasurer.

The Finance Department has direct responsibility for all accounting activities including, but not limited to, payroll, accounts receivable, accounts payable, cashiering, banking, budget administration, data processing, water billing and the general ledger. The department has a wide variety of annual reporting requirements to Federal, State and local jurisdictions.

The Finance Department is responsible for the City Treasury functions including cash management, grants management, investment and applicable reporting, and the Community Development Agency financial activities. Finance coordinates and oversees the preparation of general purpose and technical financial statements for the City, and oversees the preparation, examination, and verification of financial documents required by the City's independent auditor.

The Finance Department is located in the renovated Carnegie Library Building in the downtown Plaza adjacent to City Hall.

Finance Department Mission Statement: "To manage and safeguard City resources in a responsible manner; to provide timely and accurate financial information; to implement financial and budgetary policies set by the City Council; and to perform all duties in an efficient and effective manner while maintaining adequate internal controls"

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 FINANCE - 100-41004

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
110 REGULAR EMPLOYEES	57,308	55,081	57,901	53,617	55,638
120 TEMPORARY/PART-TIME	16,076	2,684	16,985	13,076	13,477
130 OVERTIME	0	124	0	0	0
100E SALARY & WAGES	73,385	57,889	74,886	66,693	69,115
290 EMPLOYEE BENEFITS	0	0	495	17,499	18,150
291 WORKERS COMP	0	0	0	2,627	2,890
200E EMPLOYEE BENEFITS	0	0	495	20,126	21,040
311 ACCOUNTING/AUDIT	10,283	10,694	19,000	19,000	19,100
312 RECRUITMENT	1,778	878	0	0	0
350 PROFESSIONAL/TECHNIC	1	200	0	0	0
300E PROFESSIONAL SERVIC	12,062	11,772	19,000	19,000	19,100
407 CONTRACT SERVICES	0	25,635	0	0	0
400E PROPERTY SERVICES	0	25,635	0	0	0
452 COMMUNICATIONS	213	0	0	0	0
453 ADVERTISING	188	0	0	0	0
454 PRINTING & BINDING	0	1,085	0	0	0
455 TRAVEL	104	5	100	100	100
456 MEMBERSHIPS	780	409	485	585	585
457 TRAINING/CONFERENCES	1,082	1,924	3,500	5,500	5,500
459 DONATIONS/CONTRIBUTI	54	0	0	0	0
450E OPERATIONS	0	0	4,085	6,185	6,185
501 GENERAL SUPPLIES	1,342	1,866	3,750	3,750	3,750
507 BOOKS & PERIODICALS	250	0	0	0	0
500E SUPPLIES	1,592	1,866	3,750	3,750	3,750
770 MIS REPLACEMENT TRAN	35,101	27,299	35,193	30,967	30,967
780 INSURANCE TRANSFER	3,731	2,280	2,493	3,834	4,091
790 EMPLOYEE BENEFIT TRAN	0	21,576	23,915	0	0
700E CONSTRUCTION & ISF	38,832	51,155	61,601	34,801	35,058
900 OPER. TRANSFERS-OUT	20,005	0	0	0	0
900E TRANSFERS	20,005	0	0	0	0
40000 TOTAL EXPENSE	145,876	148,317	163,817	150,554	154,248
NET NET REVENUE VS EXPEN	-145,876	-148,317	-163,817	-150,554	-154,248

LEGAL SERVICES

The City Attorney is appointed by the City Council and provides legal support to the Council, Commissions, and City staff. The City Attorney attends the meetings of the City Council and the Planning Commission [when necessary], litigates matters not covered by the City's insurance program, and advises the organization regarding proposed ordinances, contracts and resolutions.

The City Prosecutor, who is also appointed by the City Council, is also funded in this program. Independent of the City Attorney's office, the City Prosecutor is responsible for prosecuting misdemeanors, infractions, and certain Vehicle Code violations and other activities at the discretion of the City Council. Over the years the Prosecutor has mediated neighborhood disputes, assisted with difficult code enforcements, and has counseled dysfunctional families. Beginning in FY 2005, the City Prosecutor's office assumed the responsibilities of the Youth and Family Services [YFS] program handled through the City Police Department. All costs for the YFS program are budgeted in the Police Department Budget.

Both the City Attorney and City Prosecutor are contract services.

Goals

- Distribute information to Council and staff on new legislation
- Advise City Council and staff on pending legal matters
- Continue appropriate prosecution of misdemeanors and infractions
- Assist Council and staff in avoiding unnecessary litigation
- Provide training on Brown Act and Conflict of Interest issues
- Review ordinances, contracts, and reports in a timely manner
- Review personnel documents, advise on training, and handle personnel matters of a sensitive nature
- Update needed training in all departments

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 LEGAL SERVICES - 100-41005

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
310 LEGAL	189,637	199,026	165,500	184,500	189,500
300E PROFESSIONAL SERVIC	189,637	199,026	165,500	184,500	189,500
40000 TOTAL EXPENSE	189,637	199,026	165,500	184,500	189,500
NET NET REVENUE VS EXPEN	-189,637	-199,026	-165,500	-184,500	-189,500

POLICE DEPARTMENT

The Sonoma Police Department is responsible for the protection of life and property, maintenance of order, control and prevention of crime and the enforcement of motor vehicle laws and regulations.

The primary activities related to these responsibilities include enforcing state and municipal laws, investigating crimes, apprehending criminals, maintaining community crime prevention programs, providing assistance and maintaining close liaison with local schools and maintaining interagency cooperation with other city departments, law enforcement and government organizations.

In 2004 the City of Sonoma entered into a five year agreement with Sonoma County in which the County would provide the municipal police protection within the corporate limits of the City.

Mission Statement and Core Values

In partnership with the community, "we commit to provide ***professional, firm, fair and compassionate*** law enforcement and detention services with ***integrity and respect***.

**CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
POLICE - 100-42101**

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
110 REGULAR EMPLOYEES	47,757	0	0	0	0
120 TEMPORARY/PART-TIME	846	0	0	10,000	20,000
130 OVERTIME	161	0	0	0	0
155 SEVERANCE	182,739	3,623	0	0	0
100E SALARY & WAGES	231,504	3,623	0	10,000	20,000
350 PROFESSIONAL/TECHNIC	65,123	65,008	65,550	65,500	65,500
352 SHERIFF'S CONTRACT	2,320,801	2,684,800	3,343,096	3,412,545	3,511,157
300E PROFESSIONAL SERVIC	2,385,924	2,749,808	3,408,646	3,478,045	3,576,657
401 UTILITIES	33,825	28,120	30,000	30,000	30,000
403 CUSTODIAL (Inc. Supplies)	13,173	19,071	22,100	21,000	21,000
404 REPAIR & MAINTENANCE	45,791	116,883	52,455	106,100	106,100
406 RENTAL/LEASE-EQUIPME	4,769	3,893	5,500	4,000	4,000
407 CONTRACT SERVICES	2,479	3,006	2,900	1,300	1,300
400E PROPERTY SERVICES	97,455	170,973	112,955	162,400	162,400
421 ELECTIONS	-2,581	0	0	0	0
452 COMMUNICATIONS	26,672	28,008	24,675	31,000	31,000
454 PRINTING & BINDING	1,251	1,148	1,500	1,500	1,500
455 TRAVEL	31	299	0	0	0
456 MEMBERSHIPS	1,016	230	245	500	500
457 TRAINING/CONFERENCES	4,308	60	1,000	2,500	1,000
458 P O S T	713	0	0	0	0
480 OTHER SERVICES	17,978	7,875	16,422	15,945	14,400
450E OPERATIONS	0	0	43,842	51,445	48,400
501 GENERAL SUPPLIES	10,415	8,832	7,350	9,000	9,000
505 ENERGY - GASOLINE	16,212	1,304	1,700	33,800	33,800
507 BOOKS & PERIODICALS	36	0	0	0	0
508 CLOTHING/UNIFORMS	36	1,596	1,500	1,500	1,500
540 RENTS & LEASES	0	0	0	2,700	0
500E SUPPLIES	26,699	11,732	10,550	47,000	44,300
604 MACHINERY AND EQUIPM	53,885	18,625	0	7,500	0
600E CAPITAL ASSETS	53,885	18,625	0	7,500	0
706 POLICE TRANSITION COS	392,505	0	0	0	0
750 LONG-TERM BUILDING MAI	12,369	14,556	14,552	22,314	22,314
760 VEHICLE REPLACEMENT T	57,407	59,000	59,000	9,715	9,715
770 MIS REPLACEMENT TRAN	91,915	57,893	95,721	108,673	108,673
780 INSURANCE TRANSFER	83,047	52,848	23,536	12,949	13,815
790 EMPLOYEE BENEFIT TRAN	0	56,268	0	0	0
700E CONSTRUCTION & ISF	637,243	240,565	192,809	153,651	154,517
900 OPER. TRANSFERS-OUT	11,184	0	0	0	0
900E TRANSFERS	11,184	0	0	0	0
40000 TOTAL EXPENSE	3,443,892	3,195,326	3,768,802	3,910,041	4,006,274
NET NET REVENUE VS EXPEN	-3,443,892	-3,195,326	-3,768,802	-3,910,041	-4,006,274

FIRE & COMMUNITY SAFETY

In 2008, the Sonoma Fire Department will have served the fire safety needs of the City of Sonoma and the surrounding environs for 120 years. During the course of the past twelve months, the fire department has continued to evolve organizationally through the development of the Sonoma Valley Fire & Rescue Joint Powers Authority (SVFRA) in concert with the Valley of the Moon Fire Protection District.

The Sonoma Valley Fire Rescue Authority is a full service emergency response agency. The Authority is ready to respond to any call for service with highly trained and equipped men and women, ready to mitigate any natural or man made emergency.

The Authority has made some significant changes in the way information is gathered in the field; mobile data computers have been installed in all of our apparatus. This program enables SVFRA units to have information from dispatch as well as geographical information system (GIS) based map data, which improves our ability to manage any situation. The Authority is excited about the continued development of these programs. The SVFRA is a vibrant organization that has developed innovative ways to ensure that it will continue to develop into a leader for emergency services in the County and the State.

Mission Statement

“To enhance the provision of fire and emergency medical services throughout the City and Fire District, while taking advantage of shared resources and economies of scale.”

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
FIRE - 100-42201

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
110 REGULAR EMPLOYEES	761,944	460,929	642,794	677,347	702,113
120 TEMPORARY/PART-TIME	94,732	111,114	95,725	68,436	68,436
130 OVERTIME	55,015	59,848	59,280	65,000	70,000
131 PREMIUM PAY	38,163	25,192	42,000	0	0
150 W/C WAGES	84,111	64,790	0	0	0
100E SALARY & WAGES	1,033,966	721,873	839,799	810,783	840,549
290 EMPLOYEE BENEFITS	0	0	8,642	323,264	333,147
291 WORKERS COMP	0	0	0	33,911	37,302
200E EMPLOYEE BENEFITS	0	0	8,642	357,175	370,449
312 RECRUITMENT	189	5,362	3,500	10,600	10,600
313 CONSULTING	0	4,210	0	0	0
350 PROFESSIONAL/TECHNIC	1,286	480	1,500	9,500	9,500
300E PROFESSIONAL SERVIC	1,475	10,052	5,000	20,100	20,100
401 UTILITIES	-218	11,822	19,800	14,400	14,400
403 CUSTODIAL (Inc. Supplies)	8,845	8,672	13,200	10,540	10,540
404 REPAIR & MAINTENANCE	26,690	25,630	22,100	27,450	27,450
406 RENTAL/LEASE-EQUIPME	2,750	1,954	3,500	2,000	2,000
407 CONTRACT SERVICES	57,290	46,803	60,660	63,260	65,260
400E PROPERTY SERVICES	95,358	94,881	119,260	117,650	119,650
452 COMMUNICATIONS	8,899	5,647	11,250	11,750	6,750
454 PRINTING & BINDING	1,188	195	2,500	1,000	1,000
455 TRAVEL	20	72	1,650	600	600
456 MEMBERSHIPS	1,840	577	3,110	2,000	2,000
457 TRAINING/CONFERENCES	7,168	13,109	21,000	15,500	13,000
460 PERMITS, FEES (Writedow	758	808	500	900	1,250
450E OPERATIONS	0	0	40,010	31,750	24,600
501 GENERAL SUPPLIES	19,781	13,652	26,800	21,750	21,750
505 ENERGY - GASOLINE	11,576	10,892	12,000	15,000	15,000
507 BOOKS & PERIODICALS	1,285	0	4,200	5,750	1,250
508 CLOTHING/UNIFORMS	5,167	8,302	4,500	5,000	5,000
550 OTHER EQUIPMENT/SUPP	0	0	500	0	0
500E SUPPLIES	37,808	32,846	48,000	47,500	43,000
603 IMPROVEMENTS	116,579	0	0	7,000	0
604 MACHINERY AND EQUIPM	0	0	33,000	61,000	800,000
606 SOFTWARE	0	0	12,000	8,000	0
607 COMPUTER EQUIPMENT	0	0	0	13,400	0
608 Small Tools & Equipment	0	0	0	10,700	0
600E CAPITAL ASSETS	116,579	0	45,000	100,100	800,000
703 CONSTRUCTION, MATERI	0	0	0	7,000	0
750 LONG-TERM BUILDING MAI	21,611	25,428	25,425	31,515	32,515
760 VEHICLE REPLACEMENT T	67,967	86,234	86,228	86,228	86,228
770 MIS REPLACEMENT TRAN	32,074	30,889	45,893	41,475	45,975
780 INSURANCE TRANSFER	52,194	29,400	32,161	34,264	36,557
790 EMPLOYEE BENEFIT TRAN	0	445,068	472,905	0	0
700E CONSTRUCTION & ISF	173,846	617,019	662,612	200,482	201,275
801 PRINCIPAL	0	0	12,885	12,885	12,885
802 INTEREST	10,067	1,607	1,615	1,615	1,615
803 FISCAL AGENT FEES	16,879	0	0	0	0
800E DEBT SERVICE	26,947	1,607	14,500	14,500	14,500
900 OPER. TRANSFERS-OUT	536,154	13,656	14,221	70,870	70,870
903 TRSF IN REIMB VEHICLE	0	0	-33,000	-33,000	-800,000
900E TRANSFERS	536,154	13,656	-18,779	37,870	-729,130

Adopted July 9, 2007

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
FIRE - 100-42201

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
40000 TOTAL EXPENSE	2,022,132	1,491,934	1,764,044	1,737,910	1,704,993
NET NET REVENUE VS EXPEN	-2,022,132	-1,491,934	-1,764,044	-1,737,910	-1,704,993

EMERGENCY MEDICAL SERVICES

The City of Sonoma is served by the Sonoma Valley Fire Rescue Authority's (SVFRA) emergency medical response teams, which include both ambulances and fire engines with paramedic and emergency medical technician (EMT) staffing. The system provides exemplary care to the citizens in the community by getting the appropriate care to each call for service, including the equipment and staffing necessary to mitigate any emergency.

The SVFRA is proud and excited about the new program that is being delivered to the community starting September 1, 2007. We now have the capability to give cardiac patients 12-lead electrocardiograms (EKGs). This will enable us to send the 12-lead EKGs wirelessly to the base hospital. The system will automatically diagnose abnormalities in the heart, and if necessary, a team will be ready at the receiving hospital to mitigate the abnormality. This should decrease "door-to-intervention" times for our patients. The new program was initiated by a grant request of the SVFRA and demonstrates our commitment to continually look for ways to improve our EMS delivery system.

FireMed activities are funded through fees charged for services provided. Because this program is completely integrated into the community's fire suppression activities, funding of the system is shared proportionately with the City's General Fund and augmented by the activities of the Valley of the Moon Fire Protection District. FireMed revenues do not entirely cover the cost of the program and traditionally have been subsidized by the General Fund when shortfalls occur.

Mission Statement

"To enhance the provision of fire and emergency medical services throughout the City and Fire District, while taking advantage of shared resources and economies of scale."

**CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
EMERGENCY MEDICAL SERVICES - 520-63010**

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
30600 INTEREST INCOME	6,257	0	0	0	0
3060 INTEREST & RENTS	6,257	0	0	0	0
33001 BILLINGS - EMS (ADJUS	0	0	2,229,000	2,670,703	2,670,703
33002 FIREMED MEMBERSHIP	0	0	115,000	85,000	85,000
33003 UNIFORM SALES	0	0	2,000	0	0
33004 WRITE DOWNS	0	0	-425,145	-710,000	-710,000
33005 WRITE OFFS	0	0	-162,000	-147,000	-147,000
3300 EMS	0	0	1,758,855	1,898,703	1,898,703
35002 DONATIONS	0	0	2,000	2,000	2,000
35005 OTHER-MISC. REV.	0	0	1,000	1,000	1,000
35014 REFUNDS & REBATES	5,200	0	0	0	0
3500 MISCELLANEOUS	5,200	0	3,000	3,000	3,000
37200 TRANSFER IN	41,917	0	519,507	600,440	570,898
3700 TRANSFERS	41,917	0	519,507	600,440	570,898
30000 TOTAL REVENUE	53,374	0	2,281,362	2,502,143	2,472,601
110 REGULAR EMPLOYEES	0	853,857	907,353	990,868	1,036,264
120 TEMPORARY/PART-TIME	0	133,169	139,654	150,000	155,000
130 OVERTIME	0	220,498	124,230	125,000	130,000
131 PREMIUM PAY	0	63,345	45,493	0	0
150 W/C WAGES	0	293	0	0	0
100E SALARY & WAGES	0	1,271,162	1,216,730	1,265,868	1,321,264
290 EMPLOYEE BENEFITS	0	0	0	506,413	521,622
291 WORKERS COMP	0	0	0	33,826	37,208
200E EMPLOYEE BENEFITS	0	0	0	540,239	558,830
312 RECRUITMENT	0	7,822	1,000	2,900	2,900
350 PROFESSIONAL/TECHNIC	0	4,223	2,500	1,070	1,070
300E PROFESSIONAL SERVIC	0	12,045	3,500	3,970	3,970
401 UTILITIES	0	10,018	19,700	14,400	14,400
403 CUSTODIAL (Inc. Supplies)	0	8,877	13,200	10,540	10,540
404 REPAIR & MAINTENANCE	0	11,972	18,000	12,000	12,000
406 RENTAL/LEASE-EQUIPME	0	3,214	4,500	4,400	4,400
407 CONTRACT SERVICES	0	78,358	89,300	99,900	99,900
400E PROPERTY SERVICES	0	112,439	144,700	141,240	141,240
452 COMMUNICATIONS	0	3,893	10,000	15,520	10,520
453 ADVERTISING	0	6,986	6,500	6,700	6,700
454 PRINTING & BINDING	0	1,440	2,000	1,500	1,500
455 TRAVEL	0	64	250	100	100
456 MEMBERSHIPS	0	854	1,025	900	900
457 TRAINING/CONFERENCES	0	1,659	7,500	7,000	7,000
460 PERMITS, FEES (Writedow	0	808	0	0	0
450E OPERATIONS	0	0	27,275	31,720	26,720
501 GENERAL SUPPLIES	0	61,248	57,500	67,700	67,700
505 ENERGY - GASOLINE	0	21,311	15,000	18,000	18,000
508 CLOTHING/UNIFORMS	0	5,957	6,000	5,000	5,000
500E SUPPLIES	0	88,516	78,500	90,700	90,700
603 IMPROVEMENTS	0	0	0	10,000	0
604 MACHINERY AND EQUIPM	0	0	0	30,200	28,000
606 SOFTWARE	0	0	12,000	8,000	0
607 COMPUTER EQUIPMENT	0	0	0	18,400	0
608 Small Tools & Equipment	0	0	0	12,000	0

Adopted July 9, 2007

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 EMERGENCY MEDICAL SERVICES - 520-63010

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
600E CAPITAL ASSETS	0	0	12,000	78,600	28,000
703 CONSTRUCTION, MATERI	0	0	0	7,000	0
750 LONG-TERM BUILDING MAI	0	16,956	16,950	19,343	22,843
760 VEHICLE REPLACEMENT T	0	116,530	116,533	129,983	67,500
770 MIS REPLACEMENT TRAN	0	13,105	28,104	35,742	40,105
780 INSURANCE TRANSFER	0	47,868	50,491	74,802	78,470
790 EMPLOYEE BENEFIT TRAN	0	564,420	587,621	0	0
700E CONSTRUCTION & ISF	0	758,879	799,699	266,870	208,918
801 PRINCIPAL	0	0	42,142	0	0
802 INTEREST	0	3,832	1,960	0	0
800E DEBT SERVICE	0	3,832	44,102	0	0
900 OPER. TRANSFERS-OUT	0	30,000	30,000	87,236	92,960
900E TRANSFERS	0	30,000	30,000	87,236	92,960
40000 TOTAL EXPENSE	0	2,276,873	2,356,506	2,506,443	2,472,601
NET NET REVENUE VS EXPEN	53,374	-2,276,873	-75,144	-4,300	0

PUBLIC WORKS

The Public Works Department is headed by the Public Works Administrator, who is responsible for the overall operations, management, scheduling and work programs in four divisions: Cemetery, Parks, Streets and Water. Each division is responsible for the on-going activities in its own functional area, although crews may be dispatched at any time to respond to local emergencies, special events, and customer inquiries. The Public Works Administrator also represents the department on the Traffic Safety Committee, the Tree Committee and the Community Services and Environment Commission, is a member of a working group developing a Ground Water Management Plan for the Sonoma Valley, as well as serving as the principal liaison to the Sonoma County Water Agency, other outside agencies, and to special event managers. Public Works Department staff also prepares bid and contract documents, handles routine equipment maintenance tasks and assists with inspecting on-going public works projects in the public right-of-way. Detailed activity descriptions and budget and program information for the Cemetery and Water Divisions are presented in the *Enterprise Funds* section of this budget document. Detailed activity descriptions and budget program information for the Street Division is presented in the *Gas Tax Fund* section of this budget document.

Parks

Maintenance of the City's parks and public spaces, including lawn maintenance, irrigation system maintenance and repair, tree and shrub trimming, playground equipment and area maintenance, vandalism response, refuse disposal, weed abatement. Additional activities in the Plaza include maintenance of the rose gardens, Italian Fountain, Grinstead Amphitheatre and Fish and Duck Ponds; annual duck round up (to maintain stable populations of ducks); and special event preparation and follow-up. Parks maintenance staff also implements the annual elm tree-banding program to protect Plaza and other City elm trees, and oversees contract landscape maintenance and tree trimming and removal in the parks.

FY 2008 and 2009; Street Maintenance costs have been allocated to the Gas Tax Fund

**CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
PUBLIC WORKS ADMIN & PARKS-100-43020**

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
110 REGULAR EMPLOYEES	411,301	421,280	418,339	298,013	305,977
120 TEMPORARY/PART-TIME	22,286	22,454	39,222	39,452	44,452
130 OVERTIME	1,254	1,685	3,000	0	0
150 W/C WAGES	12,002	9,324	0	0	0
100E SALARY & WAGES	446,843	454,743	460,561	337,465	350,429
290 EMPLOYEE BENEFITS	0	0	4,024	128,394	131,462
291 WORKERS COMP	0	0	0	11,395	12,355
200E EMPLOYEE BENEFITS	0	0	4,024	139,789	143,817
312 RECRUITMENT	71	3,025	0	2,500	0
313 CONSULTING	22,033	7,869	7,300	25,000	0
314 ENGINEERING	40,845	27,142	44,900	0	0
350 PROFESSIONAL/TECHNIC	1,493	643	2,400	700	700
300E PROFESSIONAL SERVIC	64,442	38,679	54,600	28,200	700
401 UTILITIES	0	0	0	17,675	17,675
404 REPAIR & MAINTENANCE	18,117	11,666	10,950	24,760	7,000
406 RENTAL/LEASE-EQUIPME	3,502	708	2,500	2,500	2,500
407 CONTRACT SERVICES	26,150	37,361	25,250	26,100	41,960
420 OTHER PROPERTY SVS	6,569	8,463	11,000	8,500	11,500
400E PROPERTY SERVICES	54,338	58,198	49,700	79,535	80,635
452 COMMUNICATIONS	2,733	2,898	4,400	2,200	2,200
454 PRINTING & BINDING	173	269	750	750	750
456 MEMBERSHIPS	7,458	8,391	6,350	9,650	9,650
457 TRAINING/CONFERENCES	3,060	2,586	4,500	2,750	2,750
460 PERMITS, FEES (Writedow	12,301	2,014	15,350	16,600	16,600
480 OTHER SERVICES	0	1,118	5,000	0	5,000
450E OPERATIONS	0	0	36,350	31,950	36,950
501 GENERAL SUPPLIES	23,628	23,906	25,150	27,750	29,250
505 ENERGY - GASOLINE	14,840	20,142	15,750	8,275	17,000
508 CLOTHING/UNIFORMS	3,574	5,609	5,600	2,800	5,600
550 OTHER EQUIPMENT/SUPP	4,549	0	0	24,000	0
500E SUPPLIES	46,591	49,657	46,500	62,825	51,850
604 MACHINERY AND EQUIPM	20,828	6,429	10,000	22,200	0
607 COMPUTER EQUIPMENT	0	0	0	10,000	0
600E CAPITAL ASSETS	20,828	6,429	10,000	32,200	0
703 CONSTRUCTION, MATERI	17,080	0	0	0	0
750 LONG-TERM BUILDING MAI	2,690	3,168	3,165	7,071	7,071
760 VEHICLE REPLACEMENT T	28,113	40,799	40,799	40,799	40,799
770 MIS REPLACEMENT TRAN	18,237	13,049	13,046	19,184	22,184
780 INSURANCE TRANSFER	27,067	18,168	19,875	19,362	20,658
790 EMPLOYEE BENEFIT TRAN	0	180,468	194,179	0	0
700E CONSTRUCTION & ISF	93,187	255,652	271,064	86,416	90,712
900 OPER. TRANSFERS-OUT	193,633	25,212	25,215	25,215	25,215
903 TRSF IN REIMB VEHICLE	0	6,429	-10,000	-10,000	0
900E TRANSFERS	193,633	31,641	15,215	15,215	25,215
40000 TOTAL EXPENSE	919,862	894,999	948,014	813,595	780,308
NET NET REVENUE VS EXPEN	-919,862	-894,999	-948,014	-813,595	-780,308

SPECIAL GAS TAX STREET IMPROVEMENT FUND

The special Gas Tax Street Improvement Fund complies with state requirements for the use and accounting of state highway users taxes (gas tax funds provided to the City through sections 2105, 2106, 2107 and 2107.5 of the Streets and Highways Code). The purpose of these funds is to provide revenue to local governments for the maintenance and operation of local streets

In recent years, gas tax revenues have been used to fund the City's street sweeping program, traffic signal operations and maintenance, street lights and general street maintenance – striping, pothole repair, etc.

FY 2008 and 2009; Street division operations and maintenance costs have been moved to the Gas Tax Fund.

Streets

Maintenance and repair of City streets and sidewalks, traffic control and street signs, and traffic and parking control markings (striping and curb painting); bike path and right-of-way weed abatement; storm drain inlet and drainage ditch maintenance; vandalism response; and street sweeping. During special events (parades, Plaza events, emergencies) crews provide barricades and other traffic control assistance. Street Maintenance staff also oversee contract tree trimming, removal and replanting related to normal maintenance of trees in the public right-of-way, street resurfacing and curb, and gutter sidewalk repair or replacement.

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
GAS TAX -STREETS - 302-51001

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
30600 INTEREST INCOME	0	0	0	7,000	7,000
3060 INTEREST & RENTS	0	0	0	7,000	7,000
31201 STATE GASOLINE TAX -	0	0	259,178	65,000	65,000
31202 STATE GASOLINE TAX -	0	0	0	55,000	55,000
31203 STATE GASOLINE TAX -	0	0	0	85,000	85,000
31204 STATE GASOLINE TAX -	0	0	0	2,000	2,000
3120 CAPITAL PROJECTS	0	0	259,178	207,000	207,000
37200 TRANSFER IN	0	0	0	329,180	329,998
3700 TRANSFERS	0	0	0	329,180	329,998
30000 TOTAL REVENUE	0	0	259,178	543,180	543,998
110 REGULAR EMPLOYEES	44,089	34,233	71,616	209,025	204,198
130 OVERTIME	187	186	0	0	0
100E SALARY & WAGES	44,277	34,419	71,616	209,025	204,198
290 EMPLOYEE BENEFITS	0	0	1,965	78,669	76,893
291 WORKERS COMP	0	0	0	7,960	8,000
200E EMPLOYEE BENEFITS	0	0	1,965	86,629	84,893
311 ACCOUNTING/AUDIT	0	0	0	1,000	1,000
312 RECRUITMENT	0	252	0	0	0
314 ENGINEERING	983	3,033	3,000	35,000	35,000
350 PROFESSIONAL/TECHNIC	385	1,067	2,800	4,500	4,500
300E PROFESSIONAL SERVIC	1,368	4,352	5,800	40,500	40,500
401 UTILITIES	61,434	67,047	64,100	69,900	69,900
404 REPAIR & MAINTENANCE	667	10,543	93,000	96,000	96,000
400E PROPERTY SERVICES	62,102	77,590	157,100	165,900	165,900
452 COMMUNICATIONS	0	0	0	2,200	2,300
457 TRAINING/CONFERENCES	0	0	0	2,750	2,750
460 PERMITS, FEES (Writedow	0	0	0	3,900	3,900
480 OTHER SERVICES	0	1,850	0	5,000	5,000
450E OPERATIONS	0	0	0	13,850	13,950
501 GENERAL SUPPLIES	0	0	0	1,500	1,500
505 ENERGY - GASOLINE	3,016	5,277	2,900	13,075	14,000
508 CLOTHING/UNIFORMS	0	0	0	2,800	2,800
500E SUPPLIES	3,016	5,277	2,900	17,375	18,300
760 VEHICLE REPLACEMENT T	-43,875	3	0	0	0
780 INSURANCE TRANSFER	155	0	0	0	0
790 EMPLOYEE BENEFIT TRAN	0	37,716	0	0	0
700E CONSTRUCTION & ISF	-43,720	37,719	0	0	0
900 OPER. TRANSFERS-OUT	32,469	0	0	0	0
900E TRANSFERS	32,469	0	0	0	0
40000 TOTAL EXPENSE	99,511	159,357	239,381	533,280	527,741
NET NET REVENUE VS EXPEN	-99,511	-159,357	19,797	9,900	16,257

PLANNING DIVISION

The Planning Division consists of the Planning and Community Services Administrator, an associate planner, an assistant planner, an administrative assistant, and a part-time receptionist (shared with the Building Division). In terms of ongoing activities, the responsibilities of the Planning Division are as follows:

- *Council/Commission Staffing:* In addition to supporting the City Council with respect to planning and related matters, the Planning Division provides staff support to the following commissions and committees: the Planning Commission, the Design Review Commission, the Community Services and Environment Commission, the Sonoma Valley Citizens Advisory Commission, the Tree Committee, the Environmental Review Committee, and the Project Advisory Committee.
- *Current Planning:* The Planning Division is responsible for processing applications for planning permits, such as use permits and tentative maps, through the Planning Commission, the Design Review Commission, and, if necessary, the City Council. This activity includes a range of projects, from home occupations to major subdivisions and large-scale commercial development.
- *Telephone and counter inquiries:* Planning inquiries amount to between 10-40 calls and counter contacts each day.
- *Building Permit Plan Check:* Review of Building Permits, including those not subject to other forms of planning review (e.g., use permit review or design review) in order to assure compliance with applicable regulations.
- *Site Inspections:* Site inspections are conducted in order to assure that conditions of approval have been adhered to in new development.
- *Enforcement:* Sign and other code enforcement activities are primarily performed by the associate planner and the assistant planner, in conjunction with the City Prosecutor and the Police Department.
- *Maintenance of GIS.* The City's Geographic Information System now includes the following layers: streets, parcels, city limits, sphere of influence, flood areas, historic sites, and air photographs. The parcel layer is tied to a database that tracks property ownership, units, and commercial use, among other items.
- *Mapping and Addressing:* Maintaining the address map, creation of miscellaneous maps as required for the Planning Division and other departments. Assignment of addresses for new projects, additions, reassignments within city limits, and distribution to appropriate agencies.
- *Bike Plan Implementation:* Researching and preparing grant applications, attending meetings including Sonoma County Transportation Authority Bike Committee, phone calls and counter inquiries, coordination with other agencies, mapping.

**CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
PLANNING & ZONING-100-43030**

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
110 REGULAR EMPLOYEES	249,807	229,274	249,963	251,658	252,570
120 TEMPORARY/PART-TIME	226	992	0	0	0
130 OVERTIME	1,846	1,475	2,000	0	0
100E SALARY & WAGES	251,879	231,741	251,963	251,658	252,570
290 EMPLOYEE BENEFITS	0	0	2,400	84,638	84,919
291 WORKERS COMP	0	0	0	9,911	10,902
200E EMPLOYEE BENEFITS	0	0	2,400	94,549	95,821
312 RECRUITMENT	0	1,839	0	0	0
313 CONSULTING	10,619	8,315	12,000	102,000	72,000
350 PROFESSIONAL/TECHNIC	89,602	16,329	0	10,200	0
300E PROFESSIONAL SERVIC	100,221	26,483	12,000	112,200	72,000
404 REPAIR & MAINTENANCE	29	0	0	0	0
407 CONTRACT SERVICES	0	0	3,500	5,210	5,200
400E PROPERTY SERVICES	29	0	3,500	5,210	5,200
452 COMMUNICATIONS	168	168	350	250	250
453 ADVERTISING	4,106	4,139	4,000	5,000	6,000
454 PRINTING & BINDING	2,600	319	4,000	1,000	1,000
455 TRAVEL	340	157	600	400	400
456 MEMBERSHIPS	4,106	3,923	2,000	2,000	2,000
457 TRAINING/CONFERENCES	3,760	6,403	6,100	6,100	6,100
480 OTHER SERVICES	0	1,908	2,000	2,000	2,000
450E OPERATIONS	0	0	19,050	16,750	17,750
501 GENERAL SUPPLIES	3,370	4,055	6,500	5,000	5,000
507 BOOKS & PERIODICALS	60	0	600	300	300
500E SUPPLIES	3,430	4,055	7,100	5,300	5,300
770 MIS REPLACEMENT TRAN	23,246	15,648	15,651	20,268	20,268
780 INSURANCE TRANSFER	13,014	4,560	4,989	5,490	6,040
790 EMPLOYEE BENEFIT TRAN	0	104,016	111,140	0	0
700E CONSTRUCTION & ISF	36,260	124,224	131,780	25,758	26,308
900 OPER. TRANSFERS-OUT	72,346	0	0	0	0
900E TRANSFERS	72,346	0	0	0	0
40000 TOTAL EXPENSE	464,164	386,503	427,794	511,426	474,949
NET NET REVENUE VS EXPEN	-464,164	-386,503	-427,794	-511,426	-474,949

BUILDING DEPARTMENT

The mission of the Building Department is to promote the health, safety, welfare and sustainability of the built environment and the public by ensuring that structures are safe for use and occupancy. This is accomplished by courteous enforcement of various building codes and regulations through timely, professional, and proficient plan review and inspection services to the public.

The Building Division consists of the Development Services Administrator, (Building Official), Plans Examiner, Building Inspector and an Administrative Assistant. They respond to inquiries from the public, developers, design professionals and contractors on matters related to the administration and enforcement of the City's building codes and other applicable regulations (e.g., air quality, flood regulations, environmental health, disabled access, etc.).

**CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
BUILDING - 100-43040**

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
110 REGULAR EMPLOYEES	232,941	223,921	224,736	263,568	263,568
120 TEMPORARY/PART-TIME	579	0	0	0	0
130 OVERTIME	0	0	1,160	0	0
100E SALARY & WAGES	233,520	223,921	225,896	263,568	263,568
290 EMPLOYEE BENEFITS	0	0	2,701	95,758	95,758
291 WORKERS COMP	0	0	0	9,725	10,698
200E EMPLOYEE BENEFITS	0	0	2,701	105,483	106,456
312 RECRUITMENT	683	1,865	0	0	0
313 CONSULTING	0	20,570	0	20,000	0
350 PROFESSIONAL/TECHNIC	33,388	17,163	35,000	146,150	145,730
300E PROFESSIONAL SERVIC	34,071	39,598	35,000	166,150	145,730
404 REPAIR & MAINTENANCE	6,832	579	700	700	700
400E PROPERTY SERVICES	6,832	579	700	700	700
452 COMMUNICATIONS	46	0	1,300	1,300	1,300
454 PRINTING & BINDING	433	0	0	0	0
455 TRAVEL	0	22	0	0	0
456 MEMBERSHIPS	445	617	790	905	905
457 TRAINING/CONFERENCES	3,867	2,854	6,075	8,925	8,925
480 OTHER SERVICES	4,971	6,766	7,000	7,000	7,000
450E OPERATIONS	0	0	15,165	18,130	18,130
501 GENERAL SUPPLIES	1,023	1,220	1,900	1,600	1,600
505 ENERGY - GASOLINE	1,045	1,338	1,100	1,100	1,100
507 BOOKS & PERIODICALS	1,162	0	4,000	5,200	1,800
508 CLOTHING/UNIFORMS	524	214	600	600	600
500E SUPPLIES	3,753	2,772	7,600	8,500	5,100
604 MACHINERY AND EQUIPM	0	0	0	0	26,220
600E CAPITAL ASSETS	0	0	0	0	26,220
760 VEHICLE REPLACEMENT T	2,622	2,479	2,622	2,622	2,622
770 MIS REPLACEMENT TRAN	22,399	15,862	15,864	16,106	16,106
780 INSURANCE TRANSFER	13,014	3,036	3,326	3,660	4,025
790 EMPLOYEE BENEFIT TRAN	0	101,088	107,349	0	0
700E CONSTRUCTION & ISF	38,035	122,465	129,161	22,388	22,753
900 OPER. TRANSFERS-OUT	76,174	0	0	0	0
903 TRSF IN REIMB VEHICLE	0	0	0	0	-26,220
900E TRANSFERS	76,174	0	0	0	-26,220
40000 TOTAL EXPENSE	392,386	389,335	416,223	584,919	562,437
NET NET REVENUE VS EXPEN	-392,386	-389,335	-416,223	-584,919	-562,437

COMMUNITY ACTIVITIES

The Community Activities Program Budget is the repository of those funds that are used to support a variety of extra-organizational, but needed services, which the City could, but chooses not to provide within its own organizational structure.

Goals for this program have been to provide safe, healthy activities and environments for the youth of the community and to provide meeting places for classes, forums, cultural events and other community activities which enhance quality of life in the community.

The base budget for Community Activities is approximately \$248,000. Of this amount, \$10,000 is appropriated to meet the city's obligation under the 1991 development and use agreement for the Veterans' Memorial Building. The remainder is dedicated to various non-profit agencies including the Boys and Girls Club, Vintage House and the Ecology Center.

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 COMM. ACTIVITIES - 100-43101

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
405 RENTAL/LEASE - LAND & B	10,000	9,998	10,000	10,000	10,000
407 CONTRACT SERVICES	10,816	253,624	253,400	110,400	60,200
400E PROPERTY SERVICES	20,816	263,622	263,400	120,400	70,200
457 TRAINING/CONFERENCES	0	9,450	0	0	0
459 DONATIONS/CONTRIBUTI	200,000	35,050	35,550	240,000	0
450E OPERATIONS	0	0	35,550	240,000	0
40000 TOTAL EXPENSE	20,816	263,622	298,950	360,400	70,200
NET NET REVENUE VS EXPEN	-20,816	-263,622	-298,950	-360,400	-70,200

GENERAL CITY OPERATIONS & MAINTENANCE

Non- Safety

This budget was created to account for those expenditures paid out of the General Fund that are necessary for city operations but cannot easily be assigned to any specific department. Rather than dividing these expenses and showing them in three or four different department budgets, items such as copy paper, utilities, janitorial services and other general expenses appear in this General Operations and Maintenance budget.

Because Police and Fire are housed in different facilities and do not share expenditures such as these with other departments, they continue to account for these costs within their department budgets.

**CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
NON-DEPARTMENTAL - 100-43200**

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
110 REGULAR EMPLOYEES	10,604	10,659	9,918	0	0
120 TEMPORARY/PART-TIME	11,305	11,508	2,160	12,811	12,979
130 OVERTIME	81	0	400	0	0
100E SALARY & WAGES	21,990	22,167	12,478	12,811	12,979
290 EMPLOYEE BENEFITS	0	0	64	2,778	2,814
291 WORKERS COMP	0	0	0	505	0
200E EMPLOYEE BENEFITS	0	0	64	3,283	2,814
312 RECRUITMENT	412	0	0	0	0
350 PROFESSIONAL/TECHNIC	0	0	9,700	0	7,200
300E PROFESSIONAL SERVIC	412	0	9,700	0	7,200
401 UTILITIES	78,781	104,436	128,420	110,000	110,000
403 CUSTODIAL (Inc. Supplies)	24,188	28,592	27,100	27,100	27,100
404 REPAIR & MAINTENANCE	7,807	16,883	15,500	15,000	15,600
405 RENTAL/LEASE - LAND & B	0	0	0	750	750
406 RENTAL/LEASE-EQUIPME	15,675	19,031	25,900	20,000	20,000
407 CONTRACT SERVICES	100,000	0	0	0	0
420 OTHER PROPERTY SVS	6,883	4,645	13,000	7,500	7,500
400E PROPERTY SERVICES	233,334	173,587	209,920	180,350	180,950
452 COMMUNICATIONS	16,692	14,018	27,660	13,000	13,000
454 PRINTING & BINDING	1,972	1,005	2,950	2,100	2,100
455 TRAVEL	3	0	0	0	0
457 TRAINING/CONFERENCES	302	1,069	500	0	0
460 PERMITS, FEES (Writedow	1,906	1,678	3,260	100	100
461 CFAC ACTIVITIES	0	0	0	6,500	6,500
480 OTHER SERVICES	0	0	0	6,200	6,200
450E OPERATIONS	0	0	34,370	27,900	27,900
501 GENERAL SUPPLIES	27,325	27,273	31,000	31,000	31,000
505 ENERGY - GASOLINE	1,308	1,774	1,200	0	0
507 BOOKS & PERIODICALS	0	0	100	0	0
508 CLOTHING/UNIFORMS	0	246	500	0	0
500E SUPPLIES	28,633	29,293	32,800	31,000	31,000
601 LAND	0	1,150,000	0	0	0
604 MACHINERY AND EQUIPM	0	4,344	5,200	5,200	0
600E CAPITAL ASSETS	0	1,154,344	5,200	5,200	0
750 LONG-TERM BUILDING MAI	47,194	52,644	52,640	63,751	63,751
760 VEHICLE REPLACEMENT T	3,111	3,357	3,360	0	3,360
780 INSURANCE TRANSFER	1,345	4,356	4,770	0	0
790 EMPLOYEE BENEFIT TRAN	0	5,664	6,149	0	0
700E CONSTRUCTION & ISF	51,650	66,021	66,919	63,751	67,111
800E DEBT SERVICE	3	0	0	0	0
900 OPER. TRANSFERS-OUT	5,499	0	0	0	0
925 CONTINGENCY & RESERV	-858	4,438	135,107	174,000	271,000
900E TRANSFERS	4,641	4,438	135,107	174,000	271,000
40000 TOTAL EXPENSE	340,663	1,449,850	506,558	498,295	600,954
NET NET REVENUE VS EXPEN	-340,663	-1,449,850	-506,558	-498,295	-600,954

GENERAL FUND INTERGOVERNMENTAL TRANSFERS

The General Fund maintains the transfer account for the purpose of support of other funds and departments. Transfers are a result of program support, use of facilities and maintaining the operating reserves as required by the City's Financial Reserve Policy.

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 GEN FUND - TO OTHER FUNDS - 100-43999

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
900 OPER. TRANSFERS-OUT	0	614,512	489,821	1,064,825	822,111
900E TRANSFERS	0	614,512	489,821	1,064,825	822,111
40000 TOTAL EXPENSE	0	614,512	489,821	1,064,825	822,111
NET NET REVENUE VS EXPEN	0	-614,512	-489,821	-1,064,825	-822,111

BOND PROPERTY FUND

The Bond Property, a six acre parcel located at 19990 Seventh Street, was bequeathed to the city in 1977 by Pauline Bond, for the purpose of “creating and maintaining a public park.” There is a house on the property that generates rental income. The remainder of the property is leased to the Sonoma Ecology Center which maintains the property and administers public programs at the site. Typically, expenditures from this fund are limited to a transfer to the City’s long term building maintenance fund (for use, as needed, for major maintenance of the house on the property) and for tree and other landscape maintenance as needed.

In recent years, funds were allocated to assist in the development of a master plan for the portion of the property leased by the Ecology Center and to assist the Ecology Center in maintaining the property while the master plan was being developed.

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 BOND PROPERTY - 220-44060

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
30600 INTEREST INCOME	0	0	0	1,650	1,650
30701 RENTAL INCOME	0	0	0	15,400	15,400
3060 INTEREST & RENTS	0	0	0	17,050	17,050
30000 TOTAL REVENUE	0	0	0	17,050	17,050
404 REPAIR & MAINTENANCE	1,409	1,190	4,000	2,500	2,500
407 CONTRACT SERVICES	0	17,999	12,200	0	0
400E PROPERTY SERVICES	1,409	19,189	16,200	2,500	2,500
459 DONATIONS/CONTRIBUTI	9,800	0	0	0	0
460 PERMITS, FEES (Writedow	29	0	0	0	0
750 LONG-TERM BUILDING MAI	3,760	4,104	4,102	4,102	4,102
770 MIS REPLACEMENT TRAN	0	0	0	13,950	4,765
700E CONSTRUCTION & ISF	3,760	4,104	4,102	18,052	8,867
40000 TOTAL EXPENSE	5,169	23,293	20,302	20,552	11,367
NET NET REVENUE VS EXPEN	-5,169	-23,293	-20,302	-3,502	5,683

MAYSONNAVE PROPERTY FUND

The Maysonnave Property, consisting of two parcels of land totaling 1.44 acres located at 291 and 289 First Street East, was bequeathed to the city in 1990 by Henri Maysonave for the purpose of “creating and maintaining a public park.”

There is a small house on the rear of the 291 First Street East Parcel that generates some rental income. The remainder of this parcel is leased to the League for Historic Preservation which maintains the property and administers public programs at the site.

The Parcel identified as 289 First Street East is leased to the Valley of the Moon Petanque Club which maintains the property and administers public programs at that site.

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 MAYSONNAVE PROPERTY - 221-44061

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
30600 INTEREST INCOME	0	0	0	4,000	4,000
30701 RENTAL INCOME	0	0	0	8,800	8,800
3060 INTEREST & RENTS	0	0	0	12,800	12,800
30000 TOTAL REVENUE	0	0	0	12,800	12,800
404 REPAIR & MAINTENANCE	24	804	3,500	3,500	3,500
400E PROPERTY SERVICES	24	804	3,500	3,500	3,500
460 PERMITS, FEES (Writedow	972	1,036	0	0	0
750 LONG-TERM BUILDING MAI	0	2,280	2,283	4,765	4,765
700E CONSTRUCTION & ISF	0	2,280	2,283	4,765	4,765
40000 TOTAL EXPENSE	24	3,084	5,783	8,265	8,265
NET NET REVENUE VS EXPEN	-24	-3,084	-5,783	4,535	4,535

LANDSCAPE ASSESSMENT DISTRICTS

This budget provides for the maintenance of the City's three landscape maintenance districts: El Prado Common Green located in the vicinity of Third Street East and France Street, the Fryer Creek Village Landscape Maintenance Assessment District in Southwest Sonoma, the City of Sonoma Landscape and Lighting District (Sonoma Valley Oaks Park) located on Fifth Street East and the 2005 annexation to the City of Sonoma Landscape and Lighting Assessment District (new pocket park). This budget is supported by assessments collected from the property owners within each of the respected subdivisions. Landscape maintenance in each of the districts is provided for by City staff and by contract with a private landscape maintenance firm. Maintenance is provided at minimum level in order to keep assessments low. The amount of assessment for each property owner in the respective districts can be changed only by a vote of the affected property owners.

As a result of budget decisions reached by the City Council, June 2007, no assessment are to be levied in FY 2008 and steps necessary to dissolve the districts will be initiated in the coming months.

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 EL PRADO MAINTENANCE DISTRICT - 231-44080

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
31801 EL PRADO LLA	0	0	4,200	4,200	4,200
3001 TAXES	0	0	4,200	4,200	4,200
30000 TOTAL REVENUE	0	0	4,200	4,200	4,200
350 PROFESSIONAL/TECHNIC	254	0	254	254	254
300E PROFESSIONAL SERVIC	254	0	254	254	254
401 UTILITIES	857	912	1,296	1,296	1,296
407 CONTRACT SERVICES	3,061	2,490	2,400	2,700	2,700
400E PROPERTY SERVICES	3,918	3,402	3,696	3,996	3,996
501 GENERAL SUPPLIES	0	0	3,950	4,000	4,000
500E SUPPLIES	0	0	3,950	4,000	4,000
900 OPER. TRANSFERS-OUT	250	252	250	250	250
900E TRANSFERS	250	252	250	250	250
40000 TOTAL EXPENSE	4,422	3,654	8,150	8,500	8,500
NET NET REVENUE VS EXPEN	-4,422	-3,654	-3,950	-4,300	-4,300

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 FRYER CREEK LANDSCAPE MAINT. D - 232-44081

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
31802 FRYER CREEK LLA	0	0	2,584	2,116	2,116
3001 TAXES	0	0	2,584	2,116	2,116
30000 TOTAL REVENUE	0	0	2,584	2,116	2,116
401 UTILITIES	0	0	594	594	594
407 CONTRACT SERVICES	562	3,047	1,740	1,740	1,740
400E PROPERTY SERVICES	562	3,047	2,334	2,334	2,334
900 OPER. TRANSFERS-OUT	250	252	250	2,070	2,070
900E TRANSFERS	250	252	250	2,070	2,070
40000 TOTAL EXPENSE	812	3,299	2,584	4,404	4,404
NET NET REVENUE VS EXPEN	-812	-3,299	0	-2,288	-2,288

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 SONOMA VALLY OAKS LLD - 233-44082

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
31803 VALLEY OAKS LLA	0	0	45,836	65,915	65,915
3001 TAXES	0	0	45,836	65,915	65,915
30000 TOTAL REVENUE	0	0	45,836	65,915	65,915
350 PROFESSIONAL/TECHNIC	4,001	2,495	4,000	5,500	5,500
300E PROFESSIONAL SERVIC	4,001	2,495	4,000	5,500	5,500
401 UTILITIES	5,584	6,058	9,955	15,783	15,783
407 CONTRACT SERVICES	10,302	7,565	7,200	12,420	12,420
400E PROPERTY SERVICES	15,886	13,623	17,155	28,203	28,203
453 ADVERTISING	0	85	0	0	0
501 GENERAL SUPPLIES	0	0	1,120	1,540	1,540
500E SUPPLIES	0	0	1,120	1,540	1,540
900 OPER. TRANSFERS-OUT	14,910	23,556	23,561	32,751	32,751
900E TRANSFERS	14,910	23,556	23,561	32,751	32,751
40000 TOTAL EXPENSE	34,798	39,674	45,836	67,994	67,994
NET NET REVENUE VS EXPEN	-34,798	-39,674	0	-2,079	-2,079

CEMETERY OPERATION & MAINTENANCE

This budget provides for maintenance and operation of the Mountain Cemetery, Valley Cemetery, and the Veterans Memorial Park. Primary activities of the Cemetery Division are burials, maintenance of existing plots, brush clearing, weed abatement, maintenance of landscape areas and roadways, and trash and litter pick-up. Staffing for the Cemetery operations include the Public Works Administrator, Cemetery Manager, Maintenance Worker I, Maintenance Worker II and Maintenance Worker III/Foreman.

The construction of Mausoleum #11 will be completed in FY 06/07, funded through a lease-purchase agreement with Municipal Finance Corporation. This agreement also included funding to re-finance the Veterans' Cemetery loan at a significantly reduced interest rate.

**CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
CEMETERIES - 501-61010**

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
30600 INTEREST INCOME	0	0	15,000	25,000	28,000
3060 INTEREST & RENTS	0	0	15,000	25,000	28,000
34001 SALES & SERVICES	0	0	265,000	338,000	323,000
34020 OTHER CEMETERY REV	0	0	20,000	27,000	30,000
3400 CEMETERY	0	0	285,000	365,000	353,000
37200 TRANSFER IN	0	0	50,430	50,430	50,430
3700 TRANSFERS	0	0	50,430	50,430	50,430
30000 TOTAL REVENUE	0	0	350,430	440,430	431,430
110 REGULAR EMPLOYEES	137,900	138,607	183,988	188,959	188,959
130 OVERTIME	0	0	1,036	0	0
150 W/C WAGES	18,887	2,308	0	0	0
100E SALARY & WAGES	156,787	140,915	185,024	188,959	188,959
290 EMPLOYEE BENEFITS	0	0	2,673	85,412	85,412
291 WORKERS COMP	0	0	0	5,800	6,380
200E EMPLOYEE BENEFITS	0	0	2,673	91,212	91,792
312 RECRUITMENT	0	603	0	0	0
350 PROFESSIONAL/TECHNIC	75,074	14,995	14,500	14,500	14,500
300E PROFESSIONAL SERVIC	75,074	15,598	14,500	14,500	14,500
401 UTILITIES	4,970	9,281	11,880	9,500	10,000
404 REPAIR & MAINTENANCE	2,026	2,649	2,750	3,000	3,000
406 RENTAL/LEASE-EQUIPME	72	51	400	400	400
407 CONTRACT SERVICES	16,068	26,186	11,150	50,150	35,150
420 OTHER PROPERTY SVS	7,528	1,936	10,500	10,500	10,500
400E PROPERTY SERVICES	30,664	40,103	36,680	73,550	59,050
452 COMMUNICATIONS	730	867	1,015	1,250	1,250
456 MEMBERSHIPS	220	150	280	450	450
457 TRAINING/CONFERENCES	429	1,834	2,650	2,650	2,650
460 PERMITS, FEES (Writedow	59	0	0	0	0
450E OPERATIONS	0	0	3,945	4,350	4,350
501 GENERAL SUPPLIES	5,799	6,797	9,000	9,000	9,000
505 ENERGY - GASOLINE	4,391	5,611	3,860	5,000	5,000
508 CLOTHING/UNIFORMS	1,046	2,500	2,250	2,250	2,250
500E SUPPLIES	11,236	14,908	15,110	16,250	16,250
604 MACHINERY AND EQUIPM	0	0	0	5,000	0
600E CAPITAL ASSETS	0	0	0	5,000	0
701 PRE-ENGINEERING & DESI	0	0	0	130,000	0
703 CONSTRUCTION, MATERI	0	0	32,000	520,000	1,333,000
750 LONG-TERM BUILDING MAI	553	552	553	998	998
760 VEHICLE REPLACEMENT T	18,980	19,277	19,275	19,275	19,275
770 MIS REPLACEMENT TRAN	8,703	5,448	4,623	5,245	5,245
780 INSURANCE TRANSFER	10,044	5,448	5,960	7,906	8,435
790 EMPLOYEE BENEFIT TRAN	0	76,848	80,853	0	0
700E CONSTRUCTION & ISF	38,280	107,573	143,264	683,424	1,366,953
801 PRINCIPAL	0	0	83,036	83,036	83,036
802 INTEREST	26,375	37,610	34,386	34,386	34,386
822 DEPRECIATION	44,060	0	0	0	0
800E DEBT SERVICE	70,435	37,610	117,422	117,422	117,422

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 CEMETERIES - 501-61010

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
900 OPER. TRANSFERS-OUT	155,655	29,593	30,564	30,564	30,564
925 CONTINGENCY & RESERV	0	0	0	4,000	7,000
900E TRANSFERS	155,655	29,593	30,564	34,564	37,564
40000 TOTAL EXPENSE	538,131	386,300	549,182	1,229,231	1,896,840
NET NET REVENUE VS EXPEN	-538,131	-386,300	-198,752	-788,801	-1,465,410

WATER UTILITY FUND

This budget provides for maintenance and operation of the City's water distribution system. Primary components of the system include 49 miles of water main, 3,900 service connections, 6 storage tanks, 7 wells, 2 pumping stations, approximately 476 fire hydrants and 3 standby emergency generators. In addition to maintenance and repair activities, water utility personnel monitor water levels in the City's storage tanks, operate City wells, sample the wells and distribution system for laboratory analysis, install new service connections to meters, read customer meters for billing, and provide customer service. Portions of the salaries of secretarial, clerical, technical, supervisory, and administrative personnel who provide service to the Water Utility are paid through this budget and transfers to the General Fund are provided to cover city overhead costs.

Specific activities included in Water Division include maintenance, repair and replacement on the City water system, including water mains, individual service lines (up to the water meter), wells, tanks, and pumps. Water crew members also read meters for water billing, carry out our periodic state-mandated water quality testing and perform annual fire hydrant, back-flow device and valve testing. Other activities associated with the water utility include administering water conservation programs, responding to customer inquiries or complaints, leak repairs, distribution of and follow-up on high water usage and late payment notices, and water service turn-on and turn-off. Water for sale is purchased from the Sonoma County Water Agency [SCWA]. Wholesale water rates paid by the City to the SCWA will increase 2.5 percent on July 1, 2007.

The City is currently in the process of updating its 2001 Water Rate and Connection Charge Study. The new Rate Study recommendations will be presented to Council summer 2007, with recommended rates to be charged effective February 1, 2008.

**CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
WATER UTILITY - 510-62001**

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
30600 INTEREST INCOME	0	0	56,000	89,600	0
3060 INTEREST & RENTS	0	0	56,000	89,600	0
32001 WATER SALES AND SVC	0	0	3,361,760	3,395,378	3,429,332
32002 NEW SERVICE FEES	0	0	34,791	35,661	36,552
32003 LATE FEES & SHUT-OFF	0	0	31,740	10,698	10,966
32004 FRONT-FOOTAGE FEES	0	0	0	30,442	31,203
32005 CONNECTION FEES	0	0	0	502,727	515,295
32010 OTHER - WATER REVEN	0	0	9,022	521,248	71,479
37198 WATER CONSERVATIO	0	0	62,000	0	0
3200 WATER	0	0	3,499,313	4,496,154	4,094,827
30000 TOTAL REVENUE	0	0	3,555,313	4,585,754	4,094,827
110 REGULAR EMPLOYEES	379,426	356,530	414,569	363,445	363,445
120 TEMPORARY/PART-TIME	24,233	7,381	15,951	23,566	28,566
130 OVERTIME	1,246	518	7,000	3,500	3,500
150 W/C WAGES	0	2,864	0	0	0
100E SALARY & WAGES	404,905	367,293	437,520	390,511	395,511
290 EMPLOYEE BENEFITS	0	0	0	145,025	145,025
291 WORKERS COMP	0	0	0	17,015	18,720
200E EMPLOYEE BENEFITS	0	0	0	162,040	163,745
310 LEGAL	225	0	0	0	0
311 ACCOUNTING/AUDIT	0	0	5,000	7,000	7,500
312 RECRUITMENT	262	356	0	2,500	0
313 CONSULTING	1,360	18,341	57,740	27,740	27,740
314 ENGINEERING	10,882	11,128	12,000	12,000	12,000
350 PROFESSIONAL/TECHNIC	33,211	34,308	132,000	138,700	128,500
300E PROFESSIONAL SERVIC	45,939	64,133	206,740	187,940	175,740
401 UTILITIES	13,210	10,899	30,600	12,500	12,500
404 REPAIR & MAINTENANCE	12,172	9,751	115,000	15,000	15,000
406 RENTAL/LEASE-EQUIPME	0	156	2,500	250	2,500
407 CONTRACT SERVICES	965,488	1,035,108	1,272,978	1,311,168	1,311,168
400E PROPERTY SERVICES	990,870	1,055,914	1,421,078	1,338,918	1,341,168
452 COMMUNICATIONS	987	1,907	3,200	4,800	3,200
454 PRINTING & BINDING	3,232	5,416	5,000	5,000	5,000
456 MEMBERSHIPS	5,258	5,549	5,335	5,530	5,530
457 TRAINING/CONFERENCES	5,785	1,280	5,200	5,200	5,200
460 PERMITS, FEES (Writedow	145	6,992	10,000	10,000	10,000
480 OTHER SERVICES	0	1,850	0	0	0
450E OPERATIONS	0	0	28,735	30,530	28,930
501 GENERAL SUPPLIES	94,432	78,753	77,200	147,200	147,200
505 ENERGY - GASOLINE	12,318	12,821	15,000	15,000	15,000
508 CLOTHING/UNIFORMS	1,539	3,277	3,750	3,750	3,750
550 OTHER EQUIPMENT/SUPP	77,396	38,821	78,000	94,000	78,000
500E SUPPLIES	185,685	133,672	173,950	259,950	243,950
604 MACHINERY AND EQUIPM	0	195,332	85,000	85,000	0
607 COMPUTER EQUIPMENT	0	0	0	10,000	0
600E CAPITAL ASSETS	0	195,332	85,000	95,000	0
703 CONSTRUCTION, MATERI	136,066	386,940	1,009,000	486,000	0
750 LONG-TERM BUILDING MAI	9,558	9,564	9,558	13,589	13,589
760 VEHICLE REPLACEMENT T	50,320	42,953	53,242	42,955	42,955
770 MIS REPLACEMENT TRAN	10,871	4,920	4,169	3,531	6,531
780 INSURANCE TRANSFER	21,281	52,536	57,475	48,661	51,918

Adopted July 9, 2007

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 WATER UTILITY - 510-62001

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
790 EMPLOYEE BENEFIT TRAN	0	174,468	183,714	0	8,310
700E CONSTRUCTION & ISF	228,096	671,381	1,317,158	594,736	123,303
820 BAD DEBT EXPENSE	8,285	0	0	0	0
822 DEPRECIATION	593,259	0	0	0	0
800E DEBT SERVICE	601,544	0	0	0	0
900 OPER. TRANSFERS-OUT	2,034,228	538,134	559,719	559,719	559,719
903 TRSF IN REIMB VEHICLE	0	0	-65,000	-65,000	0
925 CONTINGENCY & RESERV	0	0	0	32,000	53,000
900E TRANSFERS	2,034,228	538,134	494,719	526,719	612,719
40000 TOTAL EXPENSE	4,491,267	3,025,859	4,164,900	3,586,344	3,085,066
NET NET REVENUE VS EXPEN	-4,491,267	-3,025,859	-609,587	999,410	1,009,761

MANAGEMENT INFORMATION SERVICES FUND

The purpose of the Management Information Services (MIS) fund is to provide a funding mechanism for the operational costs, maintenance and planned replacement of computer systems and software, telephone systems and other critical office equipment needed for the delivery of information. All funds allocated for this purpose are derived from transfers from other City operations and therefore are not true revenues. The fund anticipates future MIS needs and allows the Council to accurately identify the cost of MIS services.

Computers and other information/communication systems are fundamental tools in the development and dispersal of information and are essential to the day-to-day operations of the City. These tools are used in creating budgets, agenda packets, reports, payroll, financial transactions, departmental communications, scheduling of meetings, ordering supplies, performing research, providing information to the public, retention of important records and many other functions.

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 MANAGEMENT INFORMATION SERVICE - 601-64010

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
37200 TRANSFER IN	0	0	286,272	281,891	281,891
3700 TRANSFERS	0	0	286,272	281,891	281,891
30000 TOTAL REVENUE	0	0	286,272	281,891	281,891
110 REGULAR EMPLOYEES	14,807	13,128	15,368	0	0
100E SALARY & WAGES	14,807	13,128	15,368	0	0
290 EMPLOYEE BENEFITS	0	0	31	0	0
200E EMPLOYEE BENEFITS	0	0	31	0	0
313 CONSULTING	899	0	1,000	10,000	0
350 PROFESSIONAL/TECHNIC	48,300	14,776	4,000	6,000	6,000
300E PROFESSIONAL SERVIC	49,199	14,776	5,000	16,000	6,000
404 REPAIR & MAINTENANCE	85,415	111,857	146,469	161,605	161,605
400E PROPERTY SERVICES	85,415	111,857	146,469	161,605	161,605
452 COMMUNICATIONS	8,636	9,894	9,500	13,850	13,850
457 TRAINING/CONFERENCES	47	736	1,100	650	650
450E OPERATIONS	0	0	10,600	14,500	14,500
501 GENERAL SUPPLIES	0	775	2,000	1,300	1,300
500E SUPPLIES	0	775	2,000	1,300	1,300
604 MACHINERY AND EQUIPM	23,054	41,572	33,000	156,700	58,450
606 SOFTWARE	0	25,522	0	0	0
600E CAPITAL ASSETS	23,054	67,094	33,000	156,700	58,450
780 INSURANCE TRANSFER	789	0	0	0	0
790 EMPLOYEE BENEFIT TRAN	0	5,832	6,175	0	0
700E CONSTRUCTION & ISF	789	5,832	6,175	0	0
900 OPER. TRANSFERS-OUT	107,084	934,135	126,164	32,474	32,474
900E TRANSFERS	107,084	934,135	126,164	32,474	32,474
40000 TOTAL EXPENSE	280,348	1,147,597	344,807	382,579	274,329
NET NET REVENUE VS EXPEN	-280,348	-1,147,597	-58,535	-100,688	7,562

GENERAL DEBT SERVICE

The Debt Service funds are used to account for the accumulation of resources for, and the payment of, the City's general long-term debt principal and interest.

Resources for the repayment of debt are derived primarily from interfund transfers from City operating funds. Payment of debt principal and interest are made directly to fiscal agents who are responsible for disbursing funds to bondholders.

The City Debt Service fund services the following indebtedness:

1. 2006 lease through Municipal Finance Corporation to refinance the 1993 REFA [Redwood Empire Finance Authority] bond issue that funded several city projects including Carnegie Library, Fire Engine purchase, MIS and Cemetery improvements. This bond was a joint issuance with the cities of Healdsburg and Ukiah. Payment amounts are transferred from the individual project funds into the debt service fund.
2. 2001A PFA [Public Finance Authority] Water Utility Bond for construction of water storage tank. Funding source is the Water Utility Fund.

The remaining balances for each of these debt issues are included in the individual summaries.

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 PFA WATER DEBT SVS - 493-57104

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
37200 TRANSFER IN	0	0	0	140,307	138,695
3700 TRANSFERS	0	0	0	140,307	138,695
30000 TOTAL REVENUE	0	0	0	140,307	138,695
801 PRINCIPAL	0	45,000	45,000	50,000	50,000
802 INTEREST	0	92,973	91,724	90,307	88,695
800E DEBT SERVICE	0	137,973	136,724	140,307	138,695
40000 TOTAL EXPENSE	0	137,973	136,724	140,307	138,695
NET NET REVENUE VS EXPEN	0	-137,973	-136,724	0	0

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 1993 REFA - 402-57020

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
37200 TRANSFER IN	0	0	131,520	126,377	121,192
3700 TRANSFERS	0	0	131,520	126,377	121,192
30000 TOTAL REVENUE	0	0	131,520	126,377	121,192
311 ACCOUNTING/AUDIT	1,053	200	0	0	0
300E PROFESSIONAL SERVIC	1,053	200	0	0	0
801 PRINCIPAL	75,000	75,000	85,000	85,000	85,000
802 INTEREST	55,693	51,320	46,520	41,377	36,192
803 FISCAL AGENT FEES	455	473	0	0	0
800E DEBT SERVICE	131,149	126,793	131,520	126,377	121,192
40000 TOTAL EXPENSE	132,202	126,993	131,520	126,377	121,192
NET NET REVENUE VS EXPEN	-132,202	-126,993	0	0	0

COMMUNITY DEVELOPMENT AGENCY DEBT SERVICE

The Debt Service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Resources for the repayment of debt are derived primarily from tax increment generated from the redevelopment project area. Payment of debt principal and interest are made directly to fiscal agents who are responsible for disbursing funds to bondholders.

The Agency Debt Service funds pay principal and interest on the following indebtedness:

1. 1997 Tax Allocation Bonds, issued to fund various capital improvements in the Project Area
2. 2000 Tax Allocation Bonds, which were used to fund the design and construction of the new Fire Station, support Firehouse Village (an affordable housing project developed by Burbank Housing Development Corporation) and the construction of a city owned parking lot off East Napa Street. The 2000 bond issue refunded the 1991 Certificates of Participation that funded the Sonoma Creek Senior Housing Project on Oregon Street.
3. In FY 2003, the Agency issued bonds in an aggregate amount of \$21,000,000 for capital improvements and affordable housing projects.

The remaining balances for each of these debt issues are included in the individual summaries.

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 1997 TAX ALLOCATION BOND (CDA) - 491-57102

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
37200 TRANSFER IN	0	0	0	210,655	210,990
3700 TRANSFERS	0	0	0	210,655	210,990
30000 TOTAL REVENUE	0	0	0	210,655	210,990
801 PRINCIPAL	80,000	85,000	90,000	90,000	95,000
802 INTEREST	133,193	129,295	125,087	120,655	115,990
803 FISCAL AGENT FEES	1,935	1,935	0	0	0
800E DEBT SERVICE	215,128	216,230	215,087	210,655	210,990
40000 TOTAL EXPENSE	215,128	216,230	215,087	210,655	210,990
NET NET REVENUE VS EXPEN	-215,128	-216,230	-215,087	0	0

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 2000- TAX ALLOCATION BOND - 492-57103

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
37200 TRANSFER IN	0	0	0	585,238	582,175
3700 TRANSFERS	0	0	0	585,238	582,175
30000 TOTAL REVENUE	0	0	0	585,238	582,175
801 PRINCIPAL	115,000	120,000	135,000	135,000	145,000
802 INTEREST	464,606	459,026	450,238	461,875	437,175
803 FISCAL AGENT FEES	2,724	227	0	0	0
800E DEBT SERVICE	582,330	579,253	585,238	596,875	582,175
40000 TOTAL EXPENSE	582,330	579,253	585,238	596,875	582,175
NET NET REVENUE VS EXPEN	-582,330	-579,253	-585,238	-11,637	0

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 2003 TAX ALLOCATION BOND (CDA) - 494-57104

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
37200 TRANSFER IN	0	0	0	1,192,804	1,200,034
3700 TRANSFERS	0	0	0	1,192,804	1,200,034
30000 TOTAL REVENUE	0	0	0	1,192,804	1,200,034
801 PRINCIPAL	400,000	410,000	420,000	420,000	435,000
802 INTEREST	788,949	780,848	770,804	770,804	763,034
803 FISCAL AGENT FEES	4,404	173	2,000	2,000	2,000
800E DEBT SERVICE	1,193,353	1,191,021	1,192,804	1,192,804	1,200,034
40000 TOTAL EXPENSE	1,193,353	1,191,021	1,192,804	1,192,804	1,200,034
NET NET REVENUE VS EXPEN	-1,193,353	-1,191,021	-1,192,804	0	0

COMMUNITY DEVELOPMENT AGENCY [REDEVELOPMENT]

The Community Development Agency, the City's redevelopment arm, was established in November of 1983 and incorporates approximately 40% of the property in the City. The Agency's Redevelopment Plan states the following objectives:

- Funding of needed storm drainage improvements
- Funding needed public parking facilities
- Funding needed rehabilitation and preservation of historic structures
- Funding needed street improvements and beautification projects
- Funding of low and moderate income housing projects
- Funding needed parks and recreational facilities
- Elimination of blight through economic development

With the exception of low and moderate-income housing projects, the Agency can generally only spend money on projects within its boundaries. Under certain conditions, community facilities can be built outside the Project Area if there is no other funding available. The governing board is the City Council, and existing staff supports the Agency's activities. The boundaries of the Project Area were expanded in 1998 and the Plan was amended a second time in 1999 to increase the cap on the amount of tax revenue the Agency can collect over time. A 2002 plan amendment again increased the Agency's tax increment revenue potential.

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 CDA - ADMINISTRATION - 391-53001

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
30010 TAXES - SECURED	0	0	3,905,388	4,556,803	4,784,643
30016 COUNTY COLLECTION F	0	0	-85,800	-78,441	-82,363
30017 ERAF (STATE TRSFR)	0	0	-194,387	-366,574	366,574
3001 TAXES	0	0	3,625,201	4,111,788	5,068,854
30600 INTEREST INCOME	0	0	200,000	250,000	200,000
30701 RENTAL INCOME	0	0	26,000	26,000	26,000
3060 INTEREST & RENTS	0	0	226,000	276,000	226,000
35004 REIMBURSEMENT AGMT	0	0	0	27,000	27,000
3500 MISCELLANEOUS	0	0	0	27,000	27,000
30000 TOTAL REVENUE	0	0	3,851,201	4,414,788	5,321,854
110 REGULAR EMPLOYEES	165,439	168,500	185,434	174,125	174,125
130 OVERTIME	0	25	0	0	0
150 W/C WAGES	0	812	0	0	0
100E SALARY & WAGES	165,439	169,337	185,434	174,125	174,125
290 EMPLOYEE BENEFITS	0	0	0	56,057	56,057
291 WORKERS COMP	0	0	0	7,280	8,008
200E EMPLOYEE BENEFITS	0	0	0	63,337	64,065
310 LEGAL	4,007	4,631	25,000	15,000	15,000
311 ACCOUNTING/AUDIT	93,538	7,694	11,000	11,000	11,000
312 RECRUITMENT	0	45	0	0	0
313 CONSULTING	0	19,778	0	0	0
314 ENGINEERING	0	0	2,000	2,000	2,000
350 PROFESSIONAL/TECHNIC	9,611	0	52,200	0	0
300E PROFESSIONAL SERVIC	107,157	32,148	90,200	28,000	28,000
405 RENTAL/LEASE - LAND & B	36,300	36,300	61,000	0	0
407 CONTRACT SERVICES	181,639	199,410	231,000	0	0
400E PROPERTY SERVICES	217,939	235,710	292,000	0	0
453 ADVERTISING	0	273	0	0	0
455 TRAVEL	0	22	200	0	200
456 MEMBERSHIPS	2,200	2,665	2,200	2,500	2,750
457 TRAINING/CONFERENCES	200	100	2,875	200	200
460 PERMITS, FEES (Writedow	29,883	30,444	11,219	0	0
480 OTHER SERVICES	0	700	300,000	0	0
450E OPERATIONS	0	0	316,494	2,700	3,150
501 GENERAL SUPPLIES	0	0	30,500	0	0
507 BOOKS & PERIODICALS	0	0	500	0	0
500E SUPPLIES	0	0	31,000	0	0
601 LAND	0	1,803,315	0	0	0
602 BUILDING	518,000	996,685	0	0	0
600E CAPITAL ASSETS	518,000	2,800,000	0	0	0
703 CONSTRUCTION, MATERI	17,546	252,275	10,133,670	0	0
750 LONG-TERM BUILDING MAI	4,859	4,860	4,859	4,859	9,718
760 VEHICLE REPLACEMENT T	23,345	19,824	0	0	0
770 MIS REPLACEMENT TRAN	8,872	23,268	16,809	17,876	17,876
780 INSURANCE TRANSFER	0	0	25,457	25,087	26,766
790 EMPLOYEE BENEFIT TRAN	0	60,444	64,077	0	0
700E CONSTRUCTION & ISF	54,622	360,671	10,244,872	47,822	54,360
900 OPER. TRANSFERS-OUT	1,718,452	1,624,021	1,627,857	2,223,857	2,229,857

Adopted July 9, 2007

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 CDA - ADMINISTRATION - 391-53001

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
900E TRANSFERS	1,718,452	1,624,021	1,627,857	2,223,857	2,229,857
40000 TOTAL EXPENSE	2,781,609	5,221,887	12,787,857	2,539,841	2,553,557
NET NET REVENUE VS EXPEN	-2,781,609	-5,221,887	-8,936,656	1,874,947	2,768,297

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 CDA - ECONOMIC DEVELOPMENT - 391-53008

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
35005 OTHER-MISC. REV.	0	0	0	10,000	10,000
3500 MISCELLANEOUS	0	0	0	10,000	10,000
37200 TRANSFER IN	0	0	0	596,000	602,000
3700 TRANSFERS	0	0	0	596,000	602,000
30000 TOTAL REVENUE	0	0	0	606,000	612,000
350 PROFESSIONAL/TECHNIC	0	38,400	0	65,000	65,000
300E PROFESSIONAL SERVIC	0	38,400	0	65,000	65,000
406 RENTAL/LEASE-EQUIPME	0	0	0	72,000	72,000
407 CONTRACT SERVICES	1,870	0	0	248,000	254,000
400E PROPERTY SERVICES	1,870	0	0	320,000	326,000
456 MEMBERSHIPS	0	0	0	765	765
457 TRAINING/CONFERENCES	0	0	0	1,500	1,500
460 PERMITS, FEES (Writedow	0	0	0	6,000	6,000
480 OTHER SERVICES	0	0	0	200,000	200,000
450E OPERATIONS	0	0	0	208,265	208,265
501 GENERAL SUPPLIES	0	10,810	0	12,735	12,735
500E SUPPLIES	0	10,810	0	12,735	12,735
703 CONSTRUCTION, MATERI	52,091	405	0	0	0
700E CONSTRUCTION & ISF	52,091	405	0	0	0
40000 TOTAL EXPENSE	53,961	49,615	0	606,000	612,000
NET NET REVENUE VS EXPEN	-53,961	-49,615	0	0	0

LOW/MODERATE HOUSING FUND

The Low/Moderate Income Housing Fund is an ancillary activity of the Community Development Agency. It is funded by 20 per cent of the tax increment monies that accrue to the Agency. Funds may also be received from various grant programs or the issuance of long-term debt. Through the Housing Fund, the Agency has been able to construct or assist in the creation of the following affordable housing projects:

Firehouse Village (30 affordable rental units)

Sonoma Creek Senior Housing (34 senior rental units)

Casa Primera (13 first-time homebuyer affordable units)

Palm Court (18 privately developed first-time home buyer affordable units)

Marcy Court (16 first-time homebuyer affordable units)

Sonoma Commons Phase I & Phase II (first-time home buyer affordable units)

Cabernet (7 senior affordable rental units)

Maysonnave Apartments (10 senior affordable units)

Village Green II Senior Apartments (34 senior affordable units)

Debt service costs included in this budget comprise principal and interest payments on the 2003 Tax Allocation Bond issue, which coupled with the 2000 Bond, brings the total cost of debt service to approximately \$535,000. Capital Expenses include use of 2003 Bond proceeds of \$1.5 million in each of the budget years for property acquisition for affordable housing projects. The FY 2008 budget anticipates construction of an affordable rental housing project, with a preliminary allocation of \$1,500,000, also from Bond proceeds.

CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
 OPERATING BUDGET - FY 2007-08 & 2008-09
 CDA - HOUSING - LMI - 291-46001

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
30010 TAXES - SECURED	0	0	1,049,976	1,169,971	1,169,971
30015 TAXES - HOPTR	0	0	10,800	0	0
30016 COUNTY COLLECTION F	0	0	-29,592	-19,600	-19,600
3001 TAXES	0	0	1,031,184	1,150,371	1,150,371
30600 INTEREST INCOME	0	0	60,000	125,000	125,000
3060 INTEREST & RENTS	0	0	60,000	125,000	125,000
37200 TRANSFER IN	0	0	50,000	3,050,000	3,050,000
3700 TRANSFERS	0	0	50,000	3,050,000	3,050,000
30000 TOTAL REVENUE	0	0	1,141,184	4,325,371	4,325,371
110 REGULAR EMPLOYEES	22,562	16,297	25,953	27,469	27,469
130 OVERTIME	1	0	0	0	0
100E SALARY & WAGES	22,563	16,297	25,953	27,469	27,469
290 EMPLOYEE BENEFITS	0	0	342	11,371	11,371
291 WORKERS COMP	0	0	0	1,082	1,082
200E EMPLOYEE BENEFITS	0	0	342	12,453	12,453
310 LEGAL	17,467	4,288	10,000	20,000	10,000
312 RECRUITMENT	0	181	0	0	0
350 PROFESSIONAL/TECHNIC	16,651	46,941	40,000	40,000	40,000
300E PROFESSIONAL SERVIC	34,118	51,410	50,000	60,000	50,000
401 UTILITIES	0	0	0	6,400	6,400
407 CONTRACT SERVICES	0	3,750	14,000	14,000	14,000
400E PROPERTY SERVICES	0	3,750	14,000	20,400	20,400
460 PERMITS, FEES (Writedow	0	20	0	0	0
501 GENERAL SUPPLIES	52	15	250	250	250
500E SUPPLIES	52	15	250	250	250
601 LAND	0	0	1,500,000	2,000,000	2,000,000
600E CAPITAL ASSETS	0	0	1,500,000	2,000,000	2,000,000
703 CONSTRUCTION, MATERI	0	0	1,500,000	1,000,000	1,000,000
750 LONG-TERM BUILDING MAI	0	0	0	5,780	5,780
780 INSURANCE TRANSFER	815	18,288	20,003	17,304	18,462
790 EMPLOYEE BENEFIT TRAN	0	12,708	0	0	0
700E CONSTRUCTION & ISF	815	30,996	1,520,003	1,023,084	1,024,242
900 OPER. TRANSFERS-OUT	1,584,475	534,527	543,083	510,847	509,673
900E TRANSFERS	1,584,475	534,527	543,083	510,847	509,673
40000 TOTAL EXPENSE	1,642,023	636,995	3,653,630	3,654,503	3,644,487
NET NET REVENUE VS EXPEN	-1,642,023	-636,995	-2,512,446	670,868	680,884

VILLAGE GREEN II APARTMENTS

Village Green II is an existing multi-family affordable housing complex constructed in the 1982. There are 34 units currently inhabited by very low-income Sonoma residents. The former property owner had given tenants notice that the affordability component was being removed and that the facility would be converted to market rate units within 3 months. This conversion would have created two specific needs, [1] displacement of tenants, [most of which are assisted through Section 8 funds] with no alternative housing and, [2] the loss of 34 units of below market rental housing. To maintain and protect the affordability of the units and protect against displacement of the tenants, the City, through its redevelopment agency, negotiated a purchase of the property. The purchase is financed through a combination of Redevelopment funds and a loan obtained through Exchange Bank. Further, a rent subsidy program is being applied to the project through the United States Department of Agriculture [USDA]. This subsidy allows the rents to be increased to the low-income level while allowing the residents to continue to pay at the very low-income level.

The operation of the apartment complex is contracted out to Hank Fisher Properties, a rental management firm, with the resident managers being employed by the firm. All accounting and finance for the complex is handled through the rental management contract. Rental income is used to repay the indebtedness issued for the purchase of the complex and to cover annual maintenance and other operational costs.

**CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
VILLAGE GREEN - 271-46011**

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
30701 RENTAL INCOME	0	0	386,220	390,000	390,000
3060 INTEREST & RENTS	0	0	386,220	390,000	390,000
35005 OTHER-MISC. REV.	0	0	3,264	3,300	3,300
3500 MISCELLANEOUS	0	0	3,264	3,300	3,300
37200 TRANSFER IN	0	0	104,700	0	0
3700 TRANSFERS	0	0	104,700	0	0
30000 TOTAL REVENUE	0	0	494,184	393,300	393,300
310 LEGAL	0	0	300	300	300
311 ACCOUNTING/AUDIT	5,000	0	4,200	4,200	4,200
350 PROFESSIONAL/TECHNIC	2,064	19,819	0	0	0
300E PROFESSIONAL SERVIC	7,064	19,819	4,500	4,500	4,500
401 UTILITIES	1,741	13,883	25,877	25,877	25,877
404 REPAIR & MAINTENANCE	4,031	30,416	16,175	16,175	16,175
405 RENTAL/LEASE - LAND & B	2,250	11,250	0	0	0
407 CONTRACT SERVICES	1,700	13,750	19,800	19,800	19,800
420 OTHER PROPERTY SVS	3,400	20,403	39,300	39,300	39,300
400E PROPERTY SERVICES	13,122	89,702	101,152	101,152	101,152
451 INSURANCE PREMIUMS	0	4,305	0	0	0
452 COMMUNICATIONS	104	1,092	400	400	400
453 ADVERTISING	0	1,617	100	100	100
457 TRAINING/CONFERENCES	0	0	600	600	600
460 PERMITS, FEES (Writedow	0	46,152	0	0	0
462 EAC ACTIVITIES	0	2,625	0	0	0
450E OPERATIONS	0	0	1,100	1,100	1,100
501 GENERAL SUPPLIES	128	10,827	0	0	0
500E SUPPLIES	128	10,827	0	0	0
602 BUILDING	3,836,563	0	0	0	0
600E CAPITAL ASSETS	3,836,563	0	0	0	0
780 INSURANCE TRANSFER	0	0	8,500	8,500	8,500
700E CONSTRUCTION & ISF	0	0	8,500	8,500	8,500
801 PRINCIPAL	621	0	58,258	58,258	58,258
802 INTEREST	3,850	64,864	100,284	100,284	100,284
800E DEBT SERVICE	4,471	64,864	158,542	158,542	158,542
900 OPER. TRANSFERS-OUT	0	11,898	23,800	23,800	23,800
925 CONTINGENCY & RESERV	70	289	0	0	0
900E TRANSFERS	70	12,187	23,800	23,800	23,800
40000 TOTAL EXPENSE	3,861,418	197,399	297,594	297,594	297,594
NET NET REVENUE VS EXPEN	-3,861,418	-197,399	196,590	95,706	95,706

SONOMA CREEK SENIOR HOUSING

Sonoma Creek Senior Housing is a thirty-four unit rental apartment complex for very low income senior citizens located on Oregon Street. The project was developed and constructed by the City's Community Development Agency (CDA) in 1987, and is administered by the Board of Directors of the Sonoma Community Housing Corporation (SCHC), a non-profit housing corporation created by the CDA. The Board of the SCHC is comprised of two City Councilmembers, the City Manager, a staff member designated by the City Manager and a public member. It meets on an as-needed basis to set rents for Sonoma Creek and address tenant policies and concern. The Assistant City Manager is responsible for the general oversight of the complex and the management firm.

The operation of the apartment complex is contracted out to Hank Fisher Properties, a rental management firm, with the resident managers being employed by the firm. All accounting and finance for the complex is handled through the rental management contract. Rental income is used to repay the indebtedness issued for the purchase of the complex and to cover annual maintenance and other operational costs.

Units in Sonoma Creek are in great demand because the rents are significantly below market, and because of its proximity to shopping and services. The City maintains a waiting list of prospective tenants.

**CITY OF SONOMA & SONOMA COMMUNITY DEVELOPMENT AGENCY
OPERATING BUDGET - FY 2007-08 & 2008-09
CDA - HOUSING - S.C.S.H.-260-45001**

	2005	2006	2007	2008	2009
	ACTUAL	ACTUAL	BUDGET	ORIG	ORIG
110 REGULAR EMPLOYEES	7,953	2,854	0	0	0
100E SALARY & WAGES	7,953	2,854	0	0	0
313 CONSULTING	0	0	0	0	0
350 PROFESSIONAL/TECHNIC	0	5,139	0	0	0
300E PROFESSIONAL SERVIC	0	5,139	0	0	0
401 UTILITIES	7,925	12,156	19,625	17,500	19,625
403 CUSTODIAL (Inc. Supplies)	2,520	420	2,600	500	2,600
404 REPAIR & MAINTENANCE	7,576	24,611	8,000	25,000	8,000
407 CONTRACT SERVICES	13,752	13,422	18,436	18,436	18,436
420 OTHER PROPERTY SVS	0	15,300	10,000	10,000	10,000
400E PROPERTY SERVICES	31,773	65,909	58,661	71,436	58,661
452 COMMUNICATIONS	329	271	350	350	350
453 ADVERTISING	0	135	0	0	0
460 PERMITS, FEES (Writedow	13,494	17,203	20,448	20,448	20,448
462 EAC ACTIVITIES	0	840	0	0	0
450E OPERATIONS	0	0	20,798	20,798	20,798
501 GENERAL SUPPLIES	340	454	500	500	500
500E SUPPLIES	340	454	500	500	500
750 LONG-TERM BUILDING MAI	55,841	55,836	55,841	55,841	55,841
780 INSURANCE TRANSFER	429	1,488	1,629	2,536	2,536
790 EMPLOYEE BENEFIT TRAN	0	3,528	0	0	0
700E CONSTRUCTION & ISF	56,270	60,852	57,470	58,377	58,377
900 OPER. TRANSFERS-OUT	53,507	50,000	50,000	50,000	50,000
925 CONTINGENCY & RESERV	0	31	0	0	0
900E TRANSFERS	53,507	50,031	50,000	50,000	50,000
40000 TOTAL EXPENSE	149,843	185,239	187,429	201,111	188,336
NET NET REVENUE VS EXPEN	-149,843	-185,239	-187,429	-201,111	-188,336

