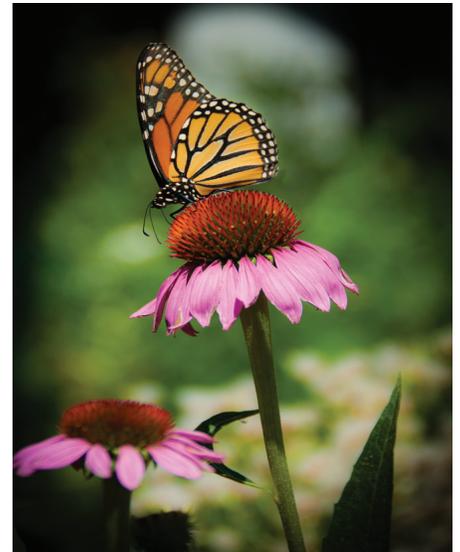


CITY OF SEBASTOPOL, CALIFORNIA



Adopted Budget 2015-2016



1902-2016

MEET THE CITY COUNCIL



Patrick Slayter, Mayor
Term Expires—November 2018



Sarah Glade Gurney
Vice Mayor
Term Expires
November 2018



Una Glass
Council Member
Term Expires
November 2018



John Eder, Council Member
Term Expires—November 2016



Robert Jacob, Council Member
Term Expires—November 2016

CITY OFFICIALS

City Council:

Patrick Slayter, Mayor
Sarah Glade Gurney, Vice-Mayor
John Eder
Una Glass
Robert Jacob

City Staff:

City Manager/City Attorney Lawrence McLaughlin
City Clerk Mary Gourley
Fire Chief William Braga
Public Works Superintendent Richard Emig
City Engineer (Part-Time) Joseph G. Gaffney
Engineering Director Susan Kelly
Finance Director Ana Kwong
Building Official Glenn Schainblatt
Police Chief Jeffrey Weaver
Planning Director Kenyon Webster

Advisory Commissions or Committees:

Planning Commission
Design Review Board
Public Arts Committee
Complete Streets Advisory Committee

Table of Contents

	<u>Page Number</u>
Introduction	
Budget Transmittal Letter	i-xiv
Organizational Chart	xv
All Fund Expenditure Allocation	xvi
General Fund	
Budget at a Glance	1-2
General Fund Summary	3
General Fund Revenue Detail	4-5
General Fund Transfers	6
General Fund Expenditures Detail	7
Transaction & Use Sales Tax Fund	
Budget Detail	8-9
Water Fund	
Budget Summary	10
Budget Detail	11-12
Utility Narrative	13-14
Sewer Fund	
Budget Summary	15
Budget Detail	16-17
Special Revenue Fund	
Budget Summary	18
Gas Tax Fund	19-20
Business Improvement Area Fund	21
Assessment District Fund	
WoodStone District	22
Streets Lighting District	23
Capital Improvement Plan (CIP)	
CIP Budget	xxx
City Council	
Budget Summary	24
Budget Detail	25
Community Benefit Grants Support	26
Cittaslow	27
Department Narrative	28
City Manager/Attorney	
Budget Summary	29
Budget Detail	30-31
Department Narrative	32-33
City Clerk	
Budget Summary	34
Budget Detail	35
Department Narrative	36-38
Finance	
Budget Summary	39
Budget Detail	40
Department Narrative	41-43

Table of Contents

Planning

Budget Summary	44
Budget Detail	45
Department Narrative	46-48

Building

Budget Summary	49
Budget Detail	50
Department Narrative	51

Police

Budget Summary	52
Budget Detail	53-55
Department Narrative	56-57
Grants Narrative & Budget	58-59

Fire

Budget Summary	60
Budget Detail	61-62
Department Narrative	63-64

Public Works/Engineering

Budget Summary	65
Budget Detail	66-73
Department Narrative	74-75

Recreation & Community Center

Budget Summary	76
Budget Detail	77-78

Other General Government

Non-Departmental Budget Detail	79
Insurance Budget Detail	80
Employee Benefits Budget Detail	81
Successor Agency Budget	82-85
Debt Service Schedule & Narrative	86-89

Financial and Statistical Information

5-Year Forecast Schedule	90-91
Vehicle Replacement Schedule	92
FTE Staffing Summary	93-94
Overhead Allocation	95
Cost of Pension & Health Chart	96
Appropriations Limit Worksheet	97
Description of Funds & Fund Structure	98-99

Glossary

Financial and Budget Terms	100
Budget Adoption Resolutions	101-105

City Council

Mayor Patrick Slayter
Vice Mayor Sarah Glade Gurney
John Eder
Una Glass
Robert Jacob



City Manager

Larry McLaughlin
lwmclaughlin@juno.com

City Clerk

Mary Gourley
mgourley@cityofsebastopol.org

City of Sebastopol

June 30, 2015

Mayor, Councilmembers, Residents, Community Organizations and Business Owners,

Attached is the City of Sebastopol’s fiscal year 2015/16 adopted budget, as prepared by staff and reviewed and presented to the City Council by the Budget Subcommittee. The budget is the primary policy document adopted by the City Council each year. This budget is developed in accordance with the City’s financial management policies and guidelines and reflects the City Council’s goals and objectives and how resources are allocated to achieve these goals. In addition, the budget serves as the annual financial plan, an operational guide and a communication tool and, although adjustments are expected as needs arise, the budget ultimately maps out the City’s activities over the course of the next fiscal year.

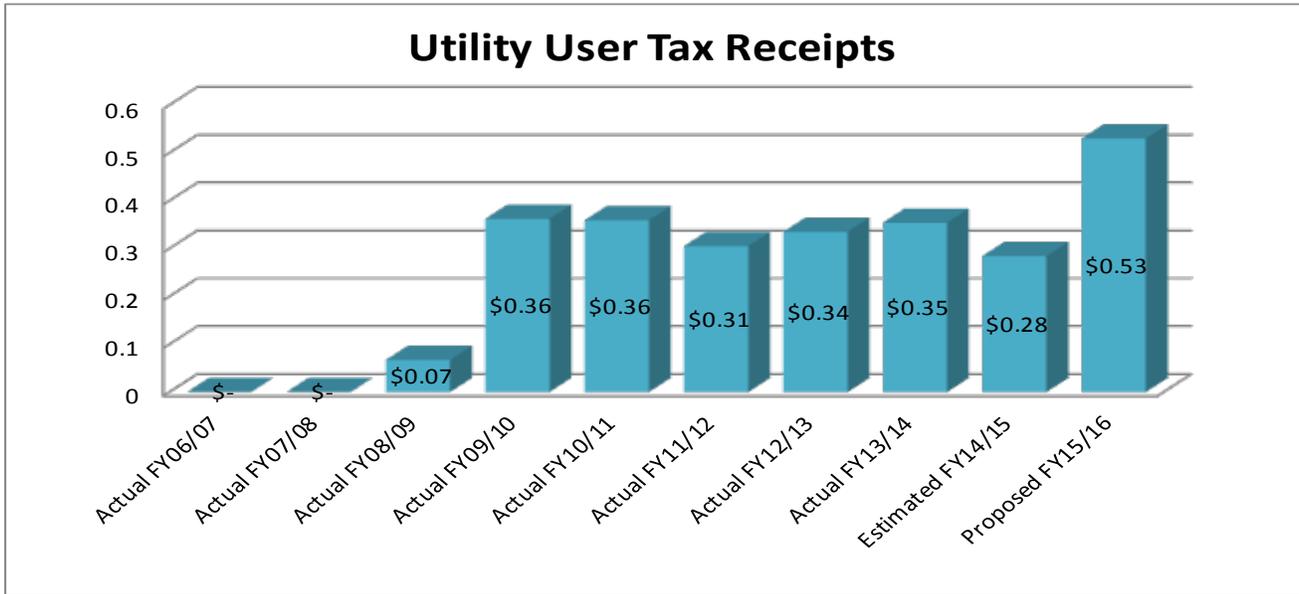
The adopted fiscal year 2015/16 general fund budget was prepared under the conservative approach. Although revenue estimates show increases in resources, the City staff continues to be cautious and responsible in developing a budget that maintains service levels, while continuing to fund new projects to maintain and improve the economic vitality of this City. In preparing departmental budgets for the new fiscal year, department directors were instructed to once again analyze their department expenditures for potential savings. Each department went through a detailed budget review with the Budget Subcommittee that focused on the Council’s goals and priorities and evaluated departmental need assessments. This budget recognizes the need for a conservative approach to managing expenditures while providing a balance to maintaining existing high-quality programs, services and infrastructure, and funding enhancements and new initiatives, to best meet the goals and priorities of the City of Sebastopol and citizens of this community.

The subcommittee presents a balanced budget in conformance with California State legislation.

FINANCIAL OVERVIEW

Tax Increases and Expiration

The Utility User Tax (UUT) was approved by the voters in 2010, and was originally slated to expire on January 1, 2015. On November 6, 2014, voters approved amendments to the City’s UUT which modernized the definitions and broadened the base to include telephone, garbage and cable providers and reduced the tax rate from 4% to 3.75%. The City is particularly thankful for the Sebastopol citizens’ continued support, especially their support of the Measure R utility user tax revenue, with expected receipts totaling \$530,000, and providing approximately 6.8% of the general fund support. The City imposes a tax on the consumption of these utility services and this tax is collected by the utility service provider as part of their regular billing procedure and is then remitted to the Finance Department on a monthly basis. These funds are used to maintain the long term financial stability and sustainability of the City of Sebastopol and operate City government in a fiscally responsible manner. The following chart shows from inception to date history for UUT revenues:



Personnel

In the FY 2011-2012, the City budget took into account issues such as debt service account corrections, retirement health care contributions, and increase in pension obligations. The debt service account correction was due to the correction of fund accounts used for the purchase of the Village Mobile Home Park. The debt service was originally paid from the Redevelopment Agency funds; however, as this property was not within the redevelopment area, the debt service account was corrected and changed from the redevelopment fund to the General Fund which placed an unexpected burden on the General Fund at that time.

The State of California Public Employee Retirement System (PERS) also informed the City during that budget that the contribution costs from the City to the State were also being increased which would have been another unanticipated hit to the General Fund. However, in an effort to deal with those costs increases and defray all the costs to the General Fund, the City negotiated cost savings with its employees. Given the financial difficulties of the City at that time, the City was not able to offer or consider pay increases for its employees, but through the negotiation process, the City's bargaining units reached agreements to help defray these costs to the City so that the General Fund would not have to absorb all of these additional costs.

The City of Sebastopol employees agreed to not only pay for the increase in the amounts that the City employees would contribute to their health care and pension costs, but the Service Employees International Union (SEIU) group (Public Works) and the Management, Mid Management and Unpresented Groups agreed to a five year Memorandum of Understanding (MOU) which contains the provision that these two groups would work a reduced work week of 36 hours for the first two years, with the addition of one hour back in the third year of the contract, and that one and one half hours would be restored during year four of the contract and the balance would be restored in year five of the contract. These agreements represent a recognition of both the City and its employees of the difficult economic times the City faced and a solution to deal with the financial difficulties of the City at that time. Based on those MOUs, FY 2015-2016 is the Fifth Year of these agreements and the balance of the furloughed hours are to be restored. The FY 2015-2016 budget includes the 1.5 hours of restoration of furlough hours imposed by the respective bargaining group Memorandums of

Understanding (MOUs) agreed upon 4 years ago by the City and employees. This 1.5 hours will put employees back on a 40 hour work week which has been built into the draft budget.

The City Planning Department is also experiencing increased special policy projects, for example, the General Plan update, and has adopted that the Assistant Planner position be changed from an 85% position to full time.

The City of Sebastopol City Hall Administration and Finance Department are also experiencing more demanding and increased workloads and are proposing one (1) FTE Administrative Assistant position to be shared between City Manager, City Clerk, and Finance Department. This position has been postponed until mid-year budget review.

In looking to secure the financial future of the City, the City Council discussed an agenda item at their May 19th, City Council Meeting that proposed to create an economic development services position in house or as an alternative, to contract with an outside firm for these services to help to develop a comprehensive economic development plan to attract and retain the right balance of businesses in Sebastopol while maintaining the small town character and charm of our unique City and the goals and values of this Council and community. Due to budgetary constraints, Council has decided to postpone the half time economic development services position until mid-year.

Agreements have been reached with ALL bargaining groups (Management, Mid-Management, and Unrepresented and Service Employees International Union (SEIU/Public Works) and the Sebastopol Police Officers Association (SPOA). These agreements resulted in a budgetary impact to the City General Fund of approximately \$127,900, Water Fund of \$26,300, Sewer Fund of \$22,500 and Gas Tax Fund of \$2,500.

Other than those items listed above, the City has no other plans to increase or enhance the existing work force, other than to replace positions from resignations or retirements.

Reserves

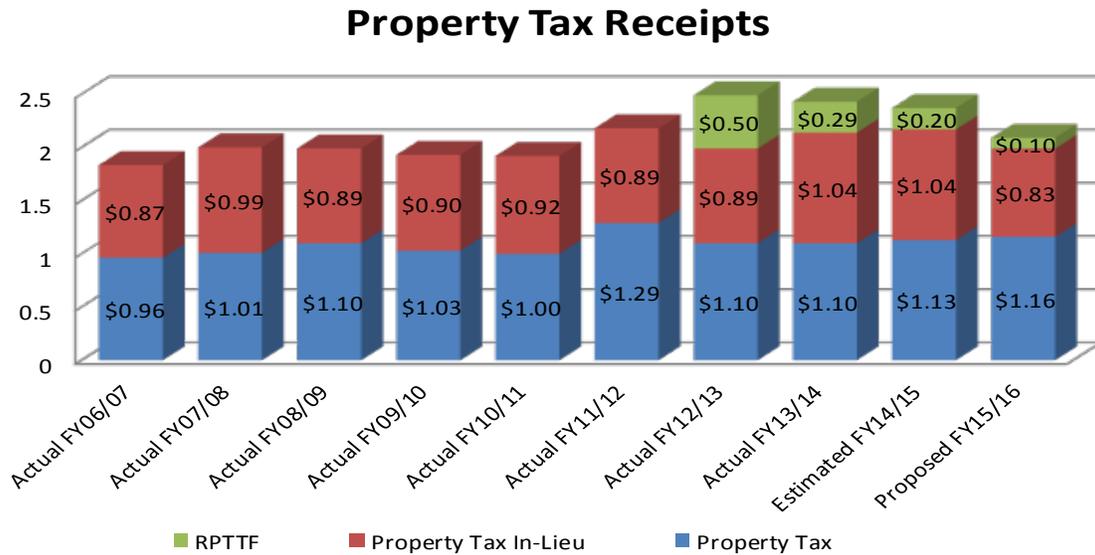
Although the City of Sebastopol continues to face funding challenges from the diminished economy, as well as the “State take away of redevelopment funds” over the last few years, the City has worked and is continuing to work to meet the goal of the City Council’s reserve level policy. To comply with Council Policy, the City should be setting aside 15% of General Fund revenues allocated as reserves. As adopted net budgetary result for FY15/16 of \$63,020 to be added to the reserve, this amount represents 14.9% of policy reserve level. It remains a priority of the City to continue this trend, whenever possible, with an eventual goal of reaching 20% in accordance with Council reserve policy.

GENERAL FUND REVENUES:

PROPERTY TAX:

The projected year-end property tax revenue for FY 14/15 is \$2.37M, which is 2.84% below the prior year actual. In FY 2015/16, although the City is projecting an increase of 2% growth in the expected assessed value (AV), the budget also reflects a decrease in projected property tax which is due to a reduction in residual distributions from the dissolution of the City’s former Community Development Agency. Additionally, “Property tax In Lieu of Sales Tax” represents a reduction in the state-mandated shift of money to state-financed schools in exchange for vehicle license fee revenues that cities used to receive. This convoluted system of trade-offs is the result of a series of State of California budget maneuvers that are now known as the “flip” and the “swap” which ends in FY 15/16.

The graph below depicts the historical funds distributed to the City of Sebastopol.



SALES TAX

The City of Sebastopol receives both a general sales tax and a ¼ & ½ cent added tax known as “Measure T&Y,” that was approved by the voters. Combined, these sales taxes provide approximately 42% of all general fund resources.

Measure T - 2004:

On November 5, 2002, the voters of the City of Sebastopol adopted a retail transactions and use tax to be administered and collected by the State Board of Equalization in the amount of 1/8 cent per dollar. The tax was effective on April 1, 2003, and was increased on April 1, 2005 by a general election held on November 2, 2004 to ¼ cent per dollar. There is no expiration date. This tax is a general tax and legally could be used for any purpose, but the City Council has determined that the greatest need for the proceeds of the tax are for capital expenditures, public safety (including police and fire), and street maintenance.

Measure Y- 2012:

On November 6, 2012 a general municipal election was held in Sebastopol and the City voters passed Measure Y, a ½ cent per dollar Transaction and Use tax. This tax became operative on April 1, 2013 and will remain in effect for 8 years. The tax is a general tax and can be used for a range of services and projects, including, without limitation, services such as police, fire, street and road maintenance and repairs, flood prevention, park and open space maintenance, and other general community services.

The FY 15/16 total sales tax estimate is \$3,300,000, an increase of \$275,000 or 9.2% over the FY 14/15 amended budget amount. Sales taxes by category, both general and the Measure T&Y special tax, are discussed below.

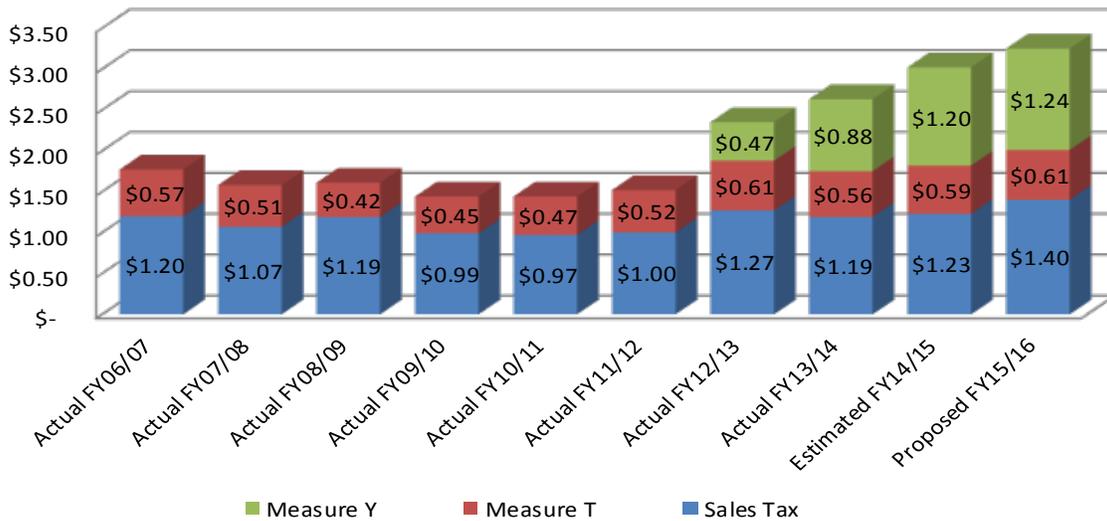
The FY 15/16 adopted budget anticipates general sales tax revenue of \$1,416,000, representing

\$184,000, or 14.9% increase over the FY 14-15 estimate. The revenue estimate is based on the “most likely” scenario developed by the sales tax consulting service.

The FY 15/16 adopted budget anticipates Measure T&Y sales tax revenue of \$1,854,000, an increase of \$91,000 or 5.2% over the FY 14-15 estimate.

The following chart depicts the history for sales tax revenues, with a separate color used to designate the special tax approved by Sebastopol citizens:

Sales Tax Receipts



TRANSIENT OCCUPANCY TAX

Receipts from Transient Occupancy Tax (TOT) continue to be an important source of revenue for the City. The City receives a fixed percentage of hotel/motel, bed and breakfast inn room rentals in Sebastopol.

The City is projecting a moderate increase in TOT receipts for FY 14-15, over the FY 13-14 actual collections.

The FY 15-16 budget incorporates a \$320,000 estimate for TOT, holding a moderate growth in comparison to the two prior years. Even though there are indications that tourism is on the upswing with the rebound of the economy, the projection calls for the conservative growth estimate given the unpredictability of consumers.

An additional 2% fee is assessed on occupancy, which is used by the Sonoma County Tourism Bureau to promote tourism in the County of Sonoma. Also, the City continues to use resources of the Sonoma County Tourism Bureau to help promote Sebastopol. These efforts help increase occupancy rates for Sebastopol establishments.

The following chart depicts the projection of Transient Occupancy Tax (TOT) collections:

Transient Occupancy Tax Receipts



FRANCHISE FEES

In general, a municipal franchise fee is the “rent” that a utility company pays the City to use the right-of-ways for our lines, pipes, poles, streets, etc. Franchise fees are entirely different and are not a tax, but a fee negotiated by the Operators through an agreement with the City for the right to use the public rights-of-way. While the utility company collects this fee, it is turned over to the City based on a negotiated agreement between the City and the Operators.

Franchise fees are applied to garbage, cable television and electric utility operations, and have become an important part of the City’s revenue structure. Combined collections for all franchises are expected to be \$300,000 for FY 15/16, and comprise 3.9% of total general fund financing sources.

Pacific Gas & Electric Franchise: Estimated fees for FY 15/16 is \$65,000, relatively flat compared to FY 13/14 collection.

Video/Cable Television Franchise: Franchise fee revenue is estimated to come in at \$84,000 for the current fiscal year, which is \$7,000 more than actual collection for FY 13/14. The revenue is estimated at \$76,500 for FY 15/16 based on prior year FY 13/14 collections.

Garbage Franchise: The City has an exclusive franchise agreement with Redwood Empire Disposal for providing refuse hauling service. The current contract, which expires December 31, 2023, provides for a 10% franchise fee on refuse gross revenues. In FY 14/15, franchise fee revenue is estimated at \$159,700, about \$14,380 lower than prior year collection. The budget estimate for FY 15/16 is \$160,000 based on current receipts.

LICENSES & PERMITS

Business license fees are collected on retail, professional, semi-professional, general contractors, sub-contractors, wholesalers, and other classifications of businesses including residential rental property. Generally, business license fees in Sebastopol are based on a flat fee per the number of employees.

Building permit fees are also included in this revenue category. This service provides permit processing and quality control and inspection services.

For FY 15/16 total licenses and permits are estimated at \$255,000, an increase of \$11,000 or 4.4% over the FY 14/15 amended budget.

INTEREST & RENTS

Expected interest earnings accruing to the general fund are estimated at \$12,000.

The “rent” revenue is more significant than the interest earning, and covers items like residential parking permits, the cell tower land leases, little league park use, and other miscellaneous rental items. Total anticipated revenue included in the FY 15/16 budget for rents is \$42,000.

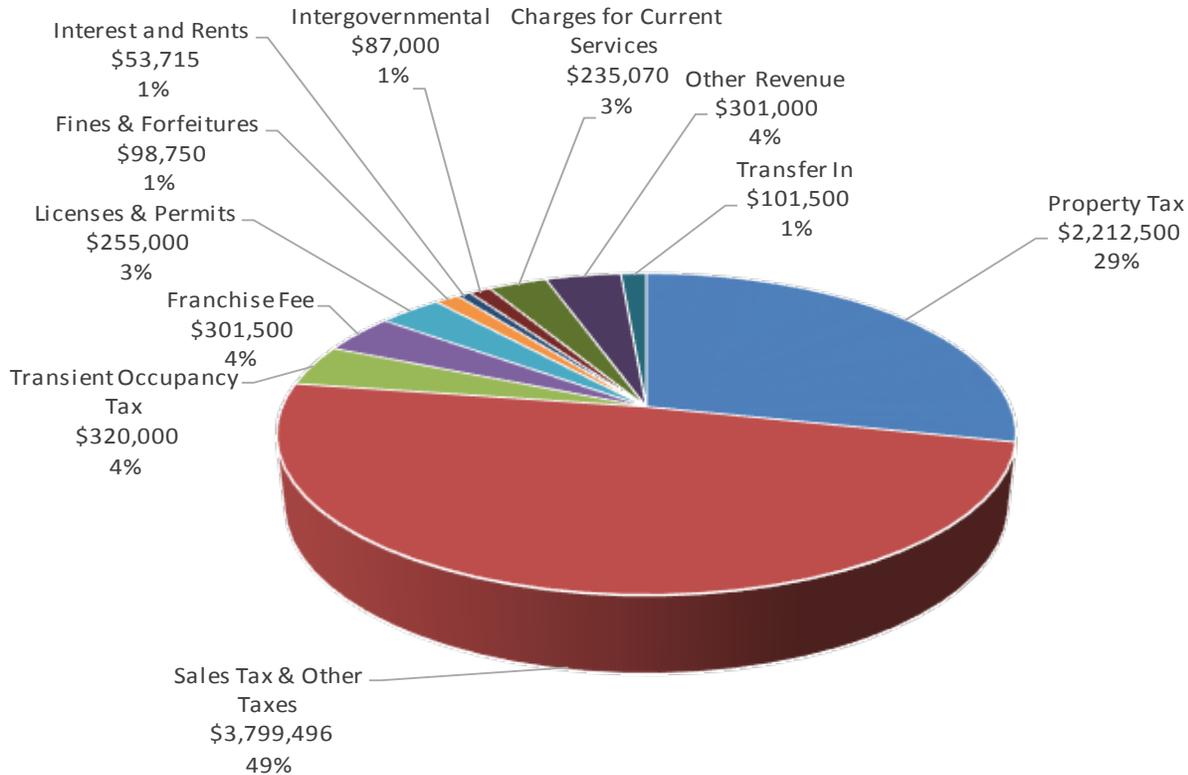
INTERGOVERNMENTAL & GRANTS

“Public Safety Augmentation Fund” – In 1992, facing serious budget deficits, the California Legislature and the then Governor instructed county auditors to shift the allocation of local property tax revenues from local government to “educational revenue augmentation funds” (ERAFs), directing that specified amounts of city property tax to be deposited into these funds to support schools. School funding from the state general fund was reduced by a commensurate amount. To cushion the impact of the ERAF shifts, the Legislature submitted to the voters a proposal for a new half-cent sales tax to be dedicated to local public safety.

The most significant revenue account in this category allocated from the State. The revenue account rises and falls, and the projection is that it will stay flat for FY 15/16, and the budgeted amount is \$68,000.

The FY15-16 general fund financing sources are displayed in the following pie chart, to reflect the relative percentage of total general fund support supplied by each revenue category.

Chart 1: FY 15-16 General Fund Sources
Revenues = \$7,664,031; Transfers in = \$101,500 and Total sources = \$7,765,531



GENERAL FUND EXPENDITURES:

Despite revenue growth, the cost of doing business continues to outpace that growth. Budget pressures include: the rising cost of materials to maintain city streets, rising health care costs for employees, increased demand for public services, and new initiatives important to the City of Sebastopol’s future, types of which were formerly funded through the former Community Development Agency such as the Wayfinding Sign Program, Façade Improvement Program, enhancements to the downtown area, Pine Grove Square project, Diamond Lumberyard site, reimbursement for noticing, to name a few. These funds were taken away by the State; however the State continues to give the City unfunded mandates that the City will have to fund without reimbursement from the State.

Once again, each department director was instructed to prepare operating budgets in a manner that would show moderate increase to the general fund net cost (department-specific revenue less expenditures). Expenditures that departments must incorporate into their budgets, but do not have control over, include costs for 1.5 hours restoration of furlough, increase in retirement system contributions (PERS), medical premiums, and workers’ compensation premiums.

Other expenditures the City must incorporate into the budget, but does not have control over, are rates set by the City’s insurance carrier, and assumed increases of 5% for Kaiser medical expenditures,

18% workers' compensation, and property and liability premiums. The City continues to work with our insurance carrier to ensure that the City is receiving the best rates possible.

In addition, each department has identified additional needs which were non-routine but deemed operational in nature. The original request was approximately \$1.7M. Due to the City's budget constraints, the City Council had prioritized and funded approximately \$700K from the listing. Major funded items in the needs assessment list are incorporated into the adopted fiscal year 2015/16 budget. Additionally, during the course of June 16th Council meeting, Council provided directions to staff regarding the needs assessment list as follows:

- a) Retain the funding of the library/city hall landscaping project.
- b) Retain the annual support to the non-profit community organizations at large.
- c) Retain the muni-code update funding to allow searchable and cross reference ordinances.
- d) Add capital outlay purchase for Chambers and City Hall conference room.
- e) Retain funding for our website redesigned/upgrade.
- f) The City's existing Financial Management system is Multiple Operations Management (MOM), which was implemented in the mid 80's. Users are required to type numbers on a command line and move between the various menu options within the system. The Finance Department frequently produces spreadsheets and print reports to analyze data. Formatting the data is difficult and time consuming and requires skilled staff to perform the task. For example, each month, the Finance Department produces monthly expenditure reports. It takes approximately 3 hours to produce the reports. With the new financial software, these reports could be produced with a push of a button. More importantly, with very little training, each department could run their own report at any given time and get real time data instead of waiting until the end of the month to know the status of their respective expenditures. The revised proposal reduced the new financial software upgrade to one module and postpone the other modules until mid-year. With only one module upgrade, staff will take on the project and it will not be necessary to obtain the extra help to implement the new software.
- g) Presently, the City Manager and City Clerk office do not have administrative support. This position will play a vital role into relieving the administrative duties for other high level tasks and other pending projects for the Administration office. However, Council decided to postpone the proposed 1 FTE Administrative Assistant to be shared between City Manager, City Clerk, and Finance Department to handle additional and demanding workload until mid-year.
- h) Retain set-aside fire engine replacement cost (*revised*)¹
- i) Retain funding of Police simulator training equipment.
- j) Fund the Russian River Water Shed Association membership fee (*revised*)²
- k) Retain the Assistant Planner position from 85% to be fulltime.

¹ During negotiations after the Council meeting of June 16th, City Council was in concurrence to use the fire engine set-aside budget to help bargaining group agreements.

² Russian River Watershed Membership Fee changed from \$22,000-\$23,000.

- l) Retain funding for the Arborist contract.
- m) Retain funding for the Laguna Preserve Management Plan.
- n) Retain funding for the LAFCO for VMHP annexation.
- o) Fund the bicycle/pedestrian community forums.
- p) Retain funding for the General Plan Update.
- q) Fund the exterior painting of the Community Center.
- r) Retain funding for the reception and restroom upgrade for the Community Center.
- s) Postpone the Economic Development position until midyear.
- t) Retain funding for citywide I.T support initiative. Technology has become an increasingly critical factor in providing excellent municipal services. In order to be efficient and work toward process improvement and streamlining, yet still stay within our constrained budgetary environment, it is imperative for staff to have the network technology support as well as workstation and desktop maintenance from a reliable resource.
- u) Fund the Sebastopol Center for the Arts for Fire suppression and sprinkler system not to exceed \$25,000.

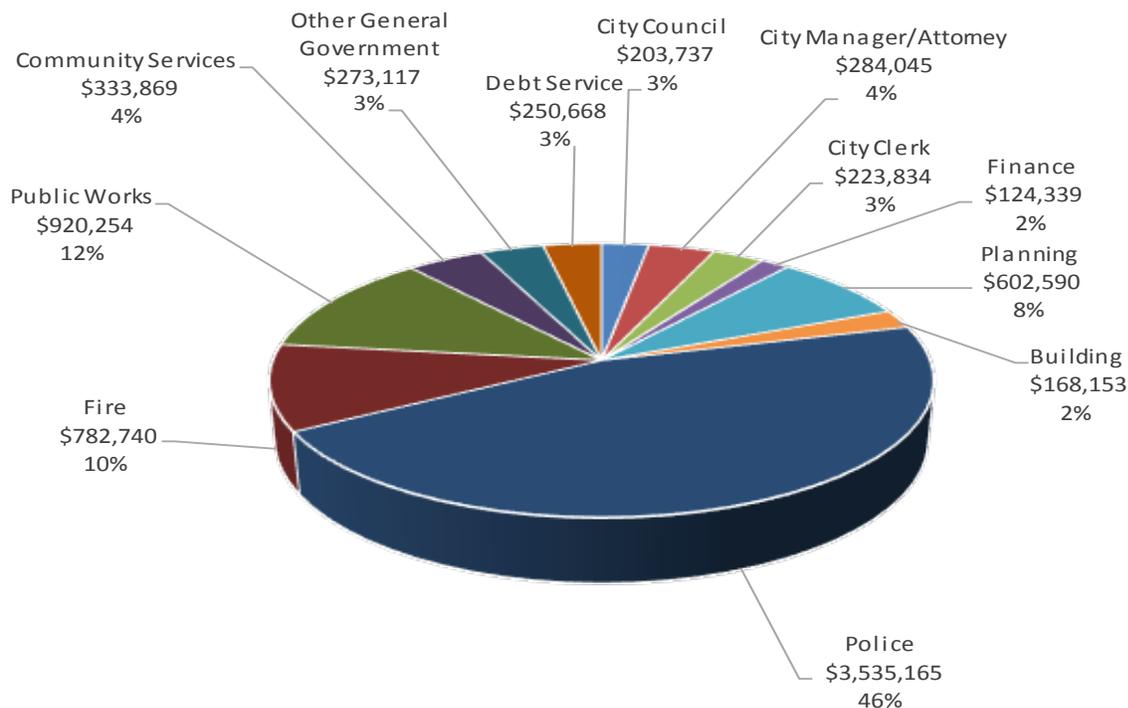
Seq. No	Department	Account Number	Description	Requested Amount	Funded Amount	Comments
1	City Council	000-6010-7030	Library/CH Landscaping	30,000	24,000	Library Landscaping project
2	City Council	000-6010-6874	Community Support	80,550	55,400	Request from community at large for support
3	City Clerk	000-6021-6860	Contract Services	10,000	10,000	Municode update with searchable & Cross referenced ordinances
4	Non-Departmental	000-6120-6910	Capital Outlay	5,000	5,000	New Chairs (Chambers & City Hall Conference)
5	Non-Departmental	000-6120-6860	Contract Services	40,000	40,000	Website redesigned/upgrade
6	Finance	000-6030-6860	Contract Services	65,000	20,000	One Module of Financial Software
7	Finance	000-6030-6860	Contract Services	41,600	-	Extra help to implement new financial software
8	Various	000-xxxx-xxxx	Salaries & Benefits	89,000	-	Share (1) FTE Administrative Assistant position
9	Fire	001-6xxx-6916	Lease Payment	69,546	69,546	Set-aside Fire Engine Replacement Cost
10	Police	000-6200-6045	Capital Outlay	36,500	36,500	Police simulator training equipment
11	Engineering	000-6530-6070	Dues & Subscriptions	22,000	23,000	Russian River Water Shed Assoc
12	Planning	000-6050-xxxx	Salaries & Benefits	12,500	12,500	Assistant Planner position to FTE
13	Planning	000-6050-6860	Contract Services	4,600	4,600	Arborist contract
14	Planning	000-6050-6860	Contract Services	23,000	23,000	Laguna Preserve Management Plan
15	Planning	000-6050-6860	Contract Services	6,000	6,000	LAFCO (VMHP Annexation)
16	Planning	000-6050-6860	Contract Services	100,000	10,000	Bike/Pedestrian Community Forums
17	Planning	000-6050-6860	Contract Services	55,000	-	Downtown Parking Study
18	Planning	000-6050-6860	Contract Services	175,000	175,000	General Plan Update
19	Community Center	001-6391-8xxx	Capital Outlay	25,000	10,000	Exterior Paint
20	Community Center	001-6391-8xxx	Capital Outlay	5,000	-	Floor Scrubber (cleaner)
21	Community Center	001-6391-8xxx	Capital Outlay	32,000	-	Entrance Arbor
22	Community Center	001-6391-8xxx	Capital Outlay	78,000	78,000	Reception Area
23	Community Center	001-6391-8xxx	Capital Outlay	50,200	50,200	Restroom Upgrade
24	Community Center	001-6391-8xxx	Capital Outlay	33,000	-	Kitchen Upgrade
25	Community Center	001-6391-8xxx	Capital Outlay	2,000	-	Tile Repairs Youth Annex
26	Community Center	001-6391-8xxx	Capital Outlay	1,500	-	Landscape Material Comm Cntr
27	Fire	000-6280-xxxx	Capital Outlay	450,000	-	New Emergency/Rescue Vehicle
28	City Manager	000-6020-xxxx	Salaries & Benefits	60,000	-	Economic Development Services
29	Non-Departmental	000-6120-6860	Contract Services	60,000	60,000	Citywide I.T Support
30	Non-Departmental	000-6120-6860	Contract Services	25,000	25,000	SCA Fire Suppression/Sprinkler System

Grand Total

1,686,996 737,746

The FY15-16 general fund financing uses are displayed in the following pie chart, to reflect the relative percentage of general fund spending by department:

Chart 2: FY 15-16 General Fund Uses
Expenditures = \$7,695,976; Transfers out = \$6,535 and Total uses = \$7,702,511



The City of Sebastopol revenues and expenditures will be closely monitored throughout 2015-2016, and department budgets will continue to be reviewed and analyzed to better identify potential savings and improved efficiencies in how services are delivered.

PRIVATE/PUBLIC PARTNERSHIP:

The City continues to address the City Council goal of developing private/public partnerships.

The City has collaborated with the business and community at large to create opportunities for economic vitality and is in the process of exploring the concept for a new City Hall and / or new Civic Center Building. A Request for Qualifications for the Pine Grove Project was released on May 15th seeking qualified consultants or development teams to reimagine the city’s core with a strategy, a plan and eventual implementation of a development project by presenting creative solutions that minimize the city’s development and construction risks and costs, while maximizing a public-private venture that is unique in the city’s long and colorful history to revitalize and enhance the economic vitality for this City.

The City was also able to work with the community and property owner to plan for the future of the property (Former Lumber Yard Property).

The City continues with multiple organizations to promote Sebastopol's unique small town character while promoting the City of Sebastopol as the destination for slow travel, eco-tourism and supporting of bike activities.

OPEN GOVERNMENT AND TRANSPARENCY:

The City of Sebastopol continues its tradition of communicating regularly with our constituents about City government and will continue the City's goal of providing Open and Responsive Municipal Government Leadership.

City staff understands the importance of transparency and there is an increasing expectation that City information be readily available. The adopted budget includes funding to disseminate information, such as continued community outreach methods by the proposal in the budget to update the City's website with current technology to make it even more user-friendly.

The City will also continue to explore methods to make it even easier for residents and the business community to communicate and interact with the City of Sebastopol City government such as the goal of on-line permit application submittals or fillable forms.

CONCLUSION

We are committed to finding creative and impactful solutions to improve services to our residents and businesses and encourage economic growth in the City. This adopted budget is a reflection of the City of Sebastopol's commitment to continue and meet our fiscal challenges, while maintaining appropriately responsive service levels. The City will continue to work toward the Council's adopted reserves policy to required levels to meet the challenges imposed by external sources.

The budget subcommittee would like to recognize all of the City's employees, both full-time and part-time, and our volunteers for their continued support and contributions to our City. Their efforts are visible and make our City a better place to work and live.

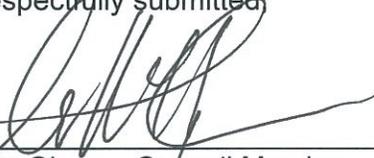
Special thanks go to our Department Directors, listed below. Without exception, the City's senior management team continues to recognize the fiscal challenges the City faces, and develop budgets which allow them to continue to deliver high quality services.

City of Sebastopol Department Directors

William Braga – Fire Chief
Richard Emig – Public Works Superintendent
Mary Gourley, City Clerk
Sue Kelly – Engineering Director
Ana Kwong – Finance Director
Glenn Schainblatt, Building Official
Jeffrey Weaver – Police Chief
Kenyon Webster – Planning Director

The City of Sebastopol is focused on what is truly important - the core functions of operating a City – resulting in a healthy community for residents. To that end, the Budget Subcommittee presents a balanced budget for fiscal year 2015/16 and the City Council adopted the City of Sebastopol budget as presented.

Respectfully submitted,



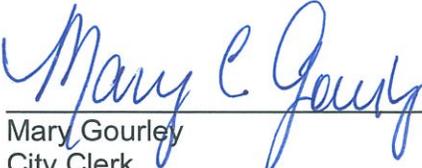
Una Glass – Council Member



Robert Jacob – Council Member



Larry McLaughlin
City Manager/Attorney



Mary Gourley
City Clerk

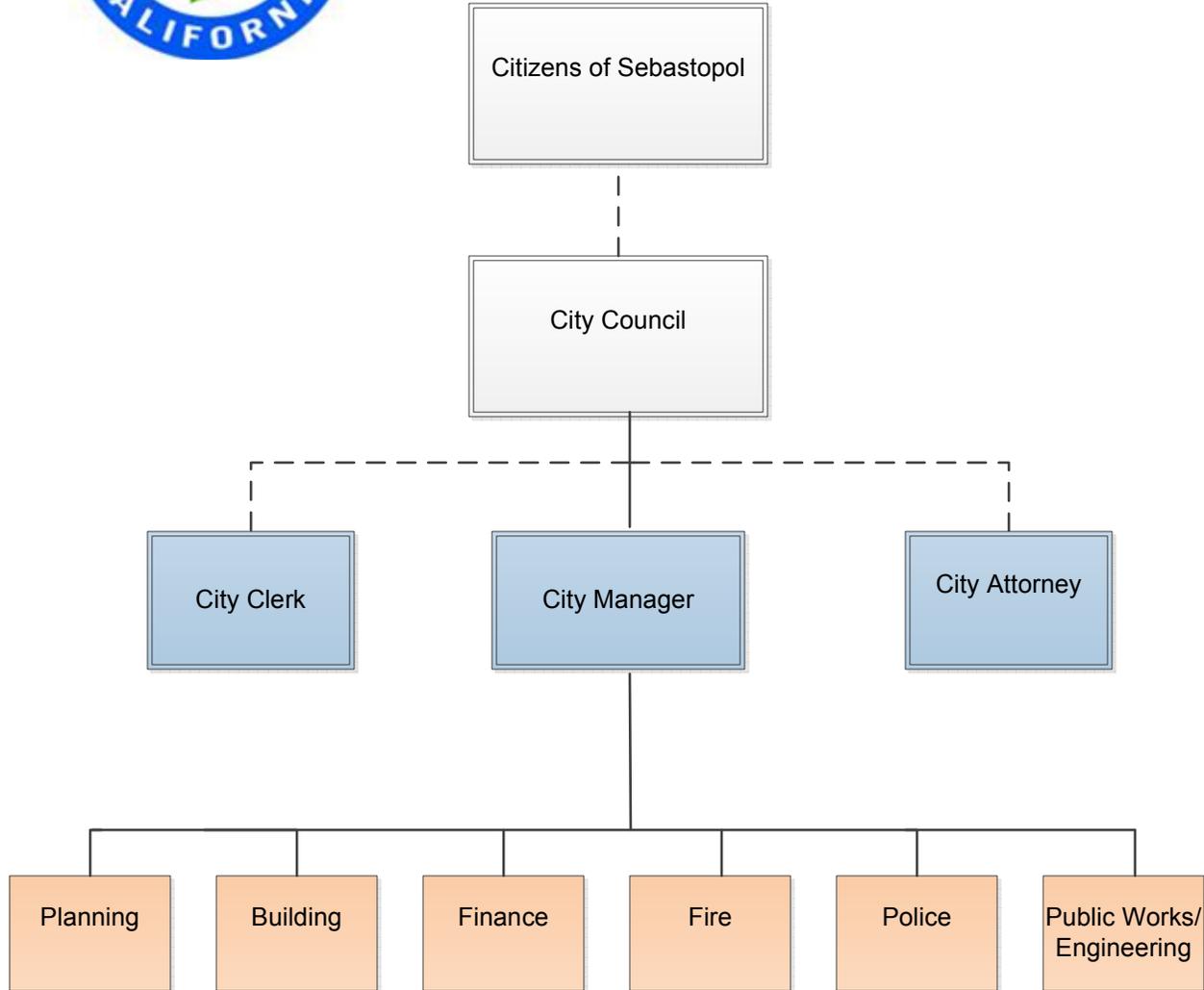


Ana Kwong
Finance Director

City of Sebastopol Budget Subcommittee Members:
Una Glass, Council Member
Robert Jacob, Council Member
Larry McLaughlin, City Manager/Attorney
Mary Gourley, City Clerk
Ana Kwong, Finance Director



City of Sebastopol Organizational Chart



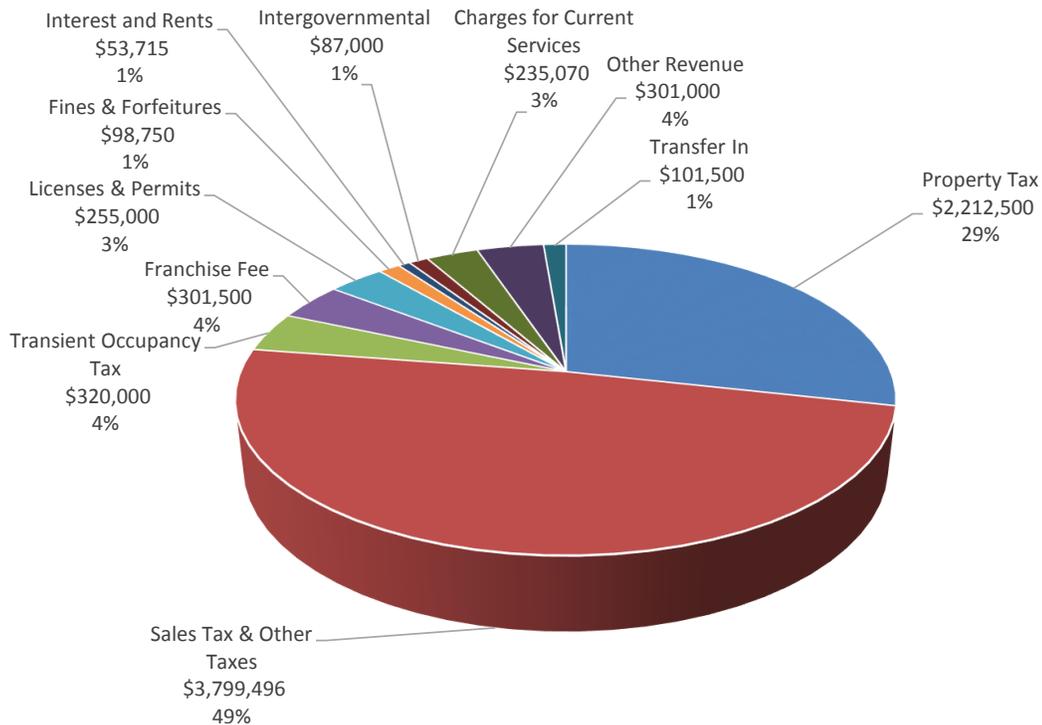
ALL FUND EXPENDITURES ALLOCATION

Department	General Fund	Water Fund	Sewer Fund	Gas Tax Fund	Grants or Other Funding	Total
Projected Revenue	7,765,531	2,079,908	3,035,000	173,600	1,356,060	14,410,099
City Council	183,737	24,979	29,142			237,858
Cittaslow	20,000					20,000
City Manager	154,877	37,292	37,292			229,461
City Attorney	129,168	7,020	4,212			140,400
City Clerk	223,834	20,690	18,104			262,628
Finance	124,340	180,332	175,586			480,258
Planning Department	602,590	22,929	13,757			639,276
Building Inspection	168,153	29,013	29,013		3,600	229,779
Police Services	3,527,065					3,527,065
Police SLESF Funding					93,500	93,500
Police Grants					94,000	94,000
Animal Control	8,100					8,100
Fire Services	778,840	57,512				836,352
Emergency Preparedness	3,900					3,900
Fire SAFER Grant						-
General Plan Update	-				7,000	7,000
Public Works - Corporation Yard	76,144	168,124	122,590			366,858
Public Works - Government Buildings	35,158	14,330	14,330			63,818
Public Works - General Fund Streets	257,454					257,454
Public Works - Parking Lots	45,371					45,371
Public Works - Parks & Landscaping	285,693					285,693
Public Works - Engineering	141,433	122,787	101,119			365,339
Storm Water Management	79,000					79,000
Public Works Village Mobile Home Park	MOVED TO NON-DEPARTMENTAL					-
Public Works - Gas Tax Streets				169,414		169,414
Ives Pool	113,330					113,330
Recreation & Community Center	220,539					220,539
Non-Departmental	266,582	29,259	29,259		1,000	326,100
Debt Service - General Government	250,668					250,668
Water Operations		926,527				926,527
Water - Debt Service		108,743				108,743
Water - Capital Debt Service		176,068				176,068
Sewer Operations			479,358			479,358
Sewage Subregional Treatment			1,484,030			1,484,030
Sewer - Debt Service			76,774			76,774
Transfer to Capital Projects		68,358	305,790		499,298	873,446
Debt Service - Park In Lieu					31,470	31,470
Debt Service - CREBS					20,299	20,299
Woodstone Assessment	6,535				37,885	44,420
Street Lighting Assessment District					108,250	108,250
Redevelopment Obligation Retirement Fund Debt Service					425,247	425,247
ROPS Administration					250,000	250,000
Total Expenditures	7,702,511	1,993,963	2,920,356	169,414	1,571,549	14,357,793
Net Budget Result	63,020	85,945	114,644	4,186	(215,489)	52,306
Addition/(Uses) of Reserves	63,020	85,945	114,644	4,186	(215,489)	52,306
Ending Balances	-	-	-	-	-	-

2015/16 Projected General Fund Revenue Budget at a Glance

Where does the City's Money Come From?

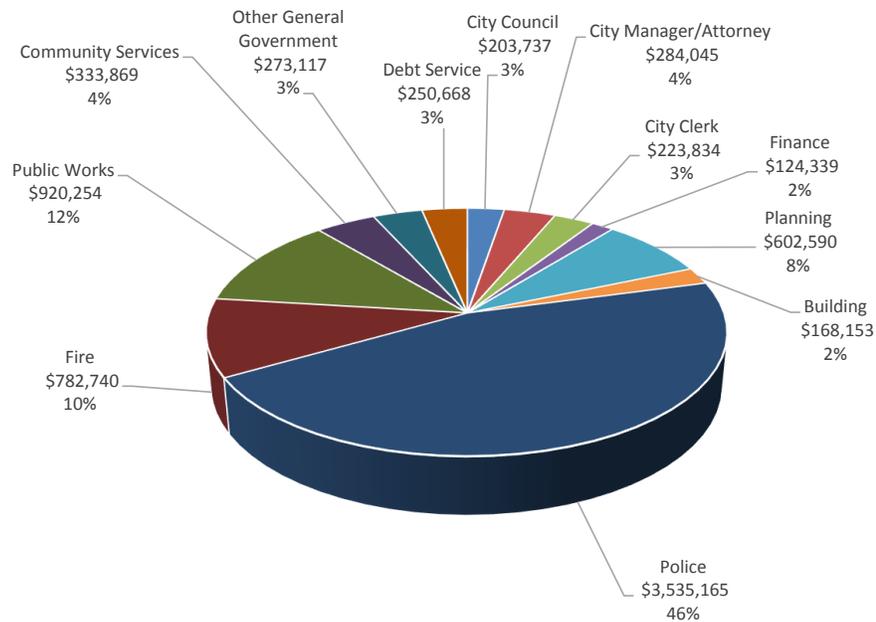
Revenue Summary	2014/15 Amended Budget	2015/16 Adopted Budget	Increase (Decrease)	% Change
Property Tax	\$ 2,398,748	\$ 2,212,500	\$ (186,248)	-7.8%
Sales Tax & Other Taxes	\$ 3,277,748	\$ 3,799,496	\$ 521,748	15.9%
Transient Occupancy Tax	\$ 300,000	\$ 320,000	\$ 20,000	6.7%
Franchise Fee	\$ 307,700	\$ 301,500	\$ (6,200)	-2.0%
Licenses & Permits	\$ 244,300	\$ 255,000	\$ 10,700	4.4%
Fines & Forfeitures	\$ 82,750	\$ 98,750	\$ 16,000	19.3%
Interest and Rents	\$ 44,900	\$ 53,715	\$ 8,815	19.6%
Intergovernmental	\$ 96,990	\$ 87,000	\$ (9,990)	-10.3%
Charges for Current Services	\$ 241,720	\$ 235,070	\$ (6,650)	-2.8%
Other Revenue	\$ 287,013	\$ 301,000	\$ 13,987	4.9%
Transfer In	\$ 100,000	\$ 101,500	\$ 1,500	1.5%
TOTAL REVENUES	\$ 7,381,869	\$ 7,765,531	\$ 383,662	5.2%



2015/16 General Fund Expenditures Budget at a Glance

How does the City Spend the Money It Receives?

Expenditures by Department	2014/15 Amended Budget	2015/16 Adopted Budget	Increase (Decrease)	% Change
City Council	\$ 200,851	\$ 203,737	\$ 2,886	1.4%
City Manager/Attorney	\$ 300,402	\$ 284,045	\$ (16,357)	-5.4%
City Clerk	\$ 204,502	\$ 223,834	\$ 19,332	9.5%
Finance	\$ 108,550	\$ 124,339	\$ 15,789	14.5%
Planning	\$ 596,382	\$ 602,590	\$ 6,208	1.0%
Building	\$ 166,856	\$ 168,153	\$ 1,297	0.8%
Police	\$ 3,425,201	\$ 3,535,165	\$ 109,964	3.2%
Fire	\$ 698,768	\$ 782,740	\$ 83,972	12.0%
Public Works	\$ 902,152	\$ 920,254	\$ 18,102	2.0%
Community Services	\$ 338,292	\$ 333,869	\$ (4,423)	-1.3%
Other General Government	\$ 198,973	\$ 273,117	\$ 74,144	37.3%
Debt Service	\$ 331,513	\$ 250,668	\$ (80,845)	-24.4%
TOTAL EXPENDITURES	\$ 7,472,443	\$ 7,702,511	\$ 230,068	3.1%
Chargeback Services *				
Insurance	\$ 196,226	\$ 232,000	\$ 35,774	18.2%
Employee Benefits	\$ 1,847,281	\$ 2,015,482	\$ 168,201	9.1%
* Allocated across departments				



GENERAL FUND

	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$INC/(DEC) FROM AMENDED	% CHANGE
REVENUE					
Property Taxes	\$ 2,435,935	\$ 2,366,748	\$ 2,180,500	\$ (186,248)	-7.9%
Real Property Transfer	40,954	32,000	32,000	-	0.0%
Sales & Use Tax	2,985,937	3,277,748	3,799,496	521,748	15.9%
Transient Occupancy Tax	359,892	300,000	320,000	20,000	6.7%
Franchise Fees	315,587	307,700	301,500	(6,200)	-2.0%
Licenses and Permits	290,027	244,300	255,000	10,700	4.4%
Fines & Forfeitures	117,357	82,750	98,750	16,000	19.3%
Interest and Rents	52,443	44,900	53,715	8,815	19.6%
Intergovernmental	101,293	96,990	87,000	(9,990)	-10.3%
Charges for Current Services	279,699	241,720	235,070	(6,650)	-2.8%
Miscellaneous/Other Income	324,837	287,013	301,000	13,987	4.9%
TOTAL REVENUE	\$ 7,303,961	\$ 7,281,869	\$ 7,664,031	382,162	5.2%
EXPENSE BY DEPARTMENT					
City Council	\$ 180,205	\$ 200,851	\$ 203,737	\$ 2,886	1.4%
City Manager	117,405	108,017	154,877	46,860	43.4%
City Attorney	370,426	192,385	129,168	(63,217)	-32.9%
City Clerk	163,131	204,502	223,834	19,332	9.5%
Finance	125,182	108,550	124,339	15,789	14.5%
Planning	274,104	596,382	602,590	6,208	1.0%
Building	158,756	166,856	168,153	1,297	0.8%
Police	3,065,447	3,425,201	3,535,165	109,964	3.2%
Fire	521,128	698,768	782,740	83,972	12.0%
Public Works	852,920	902,152	920,254	18,102	2.0%
Community Center	297,933	338,292	333,869	(4,423)	-1.3%
Other General Government	215,512	198,973	266,582	67,609	34.0%
Debt Service	299,545	331,513	250,668	(80,845)	-24.4%
TOTAL EXPENSE	\$ 6,641,694	\$ 7,472,443	\$ 7,695,976	\$ 223,533	3.0%
Transfer In from Other Funds	\$ 26,186	\$ 100,000	\$ 101,500	\$ 1,500	1.5%
Transfer Out to Other Funds	(199,215)	(50,844)	(6,535)	44,309	-87.1%
TOTAL TRANSFERS	\$ (173,029)	\$ 49,156	\$ 94,965	\$ 45,809	93.2%
NET BUDGET RESULT	\$ 489,238	\$ (141,418)	\$ 63,020	\$ 204,438	-144.6%
Addition/(Uses) of Operating Reserve	\$ 489,238	\$ (141,418)	\$ 63,020		
TOTAL BUDGETARY BALANCE	\$ -	\$ -	\$ -		

GENERAL FUND REVENUES

REVENUES	ACCOUNT	FY 2012/13 ACTUAL	FY 2013/14 ACTUAL	FY 2014/15 AMENDED BUDGET	FY 2015/16 ADOPTED BUDGET	\$ INCREASE (DECREASE)	% INCR/ (DECR)
<u>Taxes</u>							
Property Taxes	4010-4016	1,602,494	1,392,443	1,324,720	1,250,000	(74,720)	-5.6%
Transfer Tax	4040	37,019	40,954	32,000	32,000	-	0.0%
Property Tax In-Lieu of Sales Tax	4052	328,316	452,138	424,028	300,500	(123,528)	-29.1%
Property Tax In-Lieu of VLF	4301	562,441	591,354	618,000	630,000	12,000	1.9%
Transient Occupancy Tax	4018	329,577	359,892	300,000	320,000	20,000	6.7%
PG&E Franchise	4020	58,928	64,178	64,000	65,000	1,000	1.6%
Video Franchise Fees	4023	8,325	6,608	8,000	6,500	(1,500)	-18.8%
Garbage Franchise	4025	162,858	174,080	159,700	160,000	300	0.2%
Cable TV Franchise	4030	78,866	70,721	76,000	70,000	(6,000)	-7.9%
Utility Users Tax	4045	334,739	354,011	283,500	530,000	246,500	86.9%
Sales Tax	4050	1,277,868	1,190,781	1,231,686	1,415,596	183,910	14.9%
Measure T	001-4050	610,069	556,276	588,746	614,000	25,254	4.3%
Measure Y	001-4051	470,565	884,869	1,173,816	1,239,900	66,084	5.6%
Total Taxes		5,862,065	6,138,305	6,284,196	6,633,496	349,300	5.6%
<u>Licenses and Permits</u>							
Business Licenses	4080	112,642	118,905	109,500	110,000	500	0.5%
Dog Licenses	4100	3,725	2,404	2,000	2,000	-	0.0%
Pet Shelter Release Fee	4110	2,010	3,400	2,800	3,000	200	7.1%
Building Permits	4120	246,277	165,318	130,000	140,000	10,000	7.7%
Total Licenses & Permits		364,654	290,027	244,300	255,000	10,700	4.4%
<u>Fines, Forfeits & Penalties</u>							
Vehicle Code Fines	4130	94,168	92,436	60,000	73,000	13,000	21.7%
Criminal Code Fines	4140	1,568	851	750	750	-	0.0%
Parking Violations	4150	29,206	24,070	22,000	25,000	3,000	13.6%
Total Fines, Forfeits & Penalties		124,942	117,357	82,750	98,750	16,000	19.3%
<u>Interest & Rents</u>							
Interest Income	4200	50,536	12,250	10,000	12,000	2,000	20.0%
Cell Tower Lease	4205	34,001	25,234	29,500	36,465	6,965	23.6%
City Rental Income 6901 Palm Ave.	4210	3,952	3,968	4,400	4,000	(400)	-9.1%
Little League Park Use Reimb.	4215	692	1,159	500	750	250	50.0%
Parking Space Rentals	4220	594	2,064	500	500	-	0.0%
Total Interest & Rents		89,775	44,675	44,900	53,715	8,815	19.6%
<u>Intergovernmental & Grants</u>							
Public Safety Aug. Fund (Prop 172)	4055	67,176	70,778	68,000	68,000	-	0.0%
Vehicle In-Lieu Tax	4300	4,072	3,370	-	-	-	-
State Mandated Cost Reimb.	4320	3,699	3,687	10,990	3,500	(7,490)	-68.2%
P.O.S.T Reimbursements	4330	9,887	13,285	10,000	7,000	(3,000)	-30.0%
Beverage Container Payment	4390	-	5,000	5,000	5,000	-	0.0%
State Highway Reimbursements	4440	17,184	324	-	500	500	-
Police Overtime Reimbursement	4467	3,853	4,849	3,000	3,000	-	0.0%
Total Intergovernmental & Grants		105,871	101,293	96,990	87,000	(9,990)	-10.3%
<u>Charges for Current Services</u>							
Sale of Publications	4410	455	655	450	600	150	33.3%
Mgmt Staff Time-Deposit Accounts	4415	8,001	-	-	-	-	-
Planning Fees/Staff Time	4420	35,061	43,609	23,000	40,000	17,000	73.9%
Notary Fees	4421	30	60	20	20	-	0.0%
Planning Publications	4422	681	190	200	200	-	0.0%
Building Inspector Fee	4423	32,881	30,125	28,000	-	(28,000)	-100.0%
Finance Staff Time	4424	3,418	3,752	2,500	3,500	1,000	40.0%
Park and Plaza Rental Fees	4425	3,652	5,483	2,500	4,500	2,000	80.0%
Encroachment Permits	4430	17,480	24,670	15,000	15,000	-	0.0%
Engineering Maps/Reports	4431	40	-	50	50	-	0.0%
Grading Permits	4432	1,500	1,400	1,500	1,200	(300)	-20.0%

GENERAL FUND REVENUES

REVENUES	ACCOUNT	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	\$ INCREASE (DECREASE)	% INCR/ (DECR)
		ACTUAL	ACTUAL	AMENDED BUDGET	ADOPTED BUDGET		
Engineering Staff Time	4433	51,877	55,526	80,000	80,000	-	0.0%
Sale of Plans & Specifications	4434	-	120	2,500	1,000	(1,500)	-60.0%
Public Works Services	4445	28,240	30,115	15,000	20,000	5,000	33.3%
Police Services/Fingerprinting	4460	28,164	33,919	33,000	30,000	(3,000)	-9.1%
Police D.U.I. Recovery	4461	2,437	703	500	500	-	0.0%
Vehicle Releases	4462	12,910	12,975	10,000	7,500	(2,500)	-25.0%
Police Reports/Copies	4463	4,480	4,725	3,500	3,000	(500)	-14.3%
Fire Department Fees	4465	37,160	31,122	24,000	28,000	4,000	16.7%
Weed Abatement Expense Reimb.	4470	1,325	550	-	-	-	-
Total Charges for Current Services		269,792	279,699	241,720	235,070	(6,650)	-2.8%
<u>Miscellaneous/Other Income</u>							
Litigation Income	4395	-	680	-	-	-	-
Ives Pool Reimbursement	4480	37,466	54,572	30,000	40,000	10,000	33.3%
Sale of Surplus Property	4500	269,883	17,960	3,600	10,000	6,400	177.8%
Miscellaneous Income	4510	406	1,625	3,413	1,000	(2,413)	-70.7%
Successor Agency Administration	4925	250,000	250,000	250,000	250,000	-	0.0%
Total Miscellaneous/Other Income		557,755	324,837	287,013	301,000	13,987	4.9%
Subtotal General Fund Revenue		7,374,854	7,296,193	7,281,869	7,664,031	382,162	5.2%
Transfer In		32,591	26,186	100,000	101,500	1,500	1.5%
Total General Fund Revenue		7,407,445	7,322,379	7,381,869	7,765,531	383,662	5.20%

GENERAL FUND - TRANSFERS

	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$INC/(DEC) 2014-15 AMENDED
OTHER SOURCES (USES):			
Transfer in			
From Supplemental Law Enforcement Services Fund	100,000	93,500	(6,500)
From Community Fund	-	1,000	1,000
From General Plan Update	-	7,000	7,000
			-
Subtotal Transfer in	<u>100,000</u>	<u>101,500</u>	<u>1,500</u>
			-
Transfer out			
To Woodstone Assessment District Fund	(8,335)	(6,535)	1,800
To Gas Tax Fund	(42,509)	-	42,509
Subtotal Transfer out	<u>(50,844)</u>	<u>(6,535)</u>	<u>44,309</u>
			-
TOTAL TRANSFERS	<u><u>49,156</u></u>	<u><u>94,965</u></u>	<u><u>45,809</u></u>

GENERAL FUND EXPENDITURES

CATEGORY/DEPT.	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 PROPOSED BUDGET	\$ INCREASE (DECREASE)	% CHANGE
GENERAL GOVERNMENT						
City Council	\$ 107,319	\$ 180,205	\$ 200,851	\$ 203,737	\$ 2,886	1.4%
City Manager	69,748	117,405	108,017	154,877	46,860	43.4%
City Attorney	229,079	370,426	192,385	129,168	(63,217)	-32.9%
City Clerk	146,499	163,131	204,502	223,834	19,332	9.5%
Finance	120,675	125,182	108,550	124,339	15,789	14.5%
Planning	266,212	274,104	596,382	602,590	6,208	1.0%
Building	151,471	158,756	166,856	168,153	1,297	0.8%
General Gov't-Non Dept.	120,571	414,727	249,817	273,117	23,300	9.3%
Debt Service	344,812	299,545	331,513	250,668	(80,845)	-24.4%
TOTAL GENERAL GOVERNMENT	<u>1,556,386</u>	<u>2,103,481</u>	<u>2,158,873</u>	<u>2,130,483</u>	<u>(28,390)</u>	<u>-1.3%</u>
PUBLIC SAFETY						
Police Protection	\$ 2,889,730	\$ 3,059,738	\$ 3,417,601	\$ 3,527,065	\$ 109,464	3.2%
Animal Control	8,350	5,709	7,600	8,100	500	6.6%
Fire Protection	571,457	517,328	694,868	778,840	83,972	12.1%
Fire Emergency Preparedness	3,200	3,800	3,900	3,900	-	0.0%
TOTAL PUBLIC SAFETY	<u>3,472,737</u>	<u>3,586,575</u>	<u>4,123,969</u>	<u>4,317,905</u>	<u>193,936</u>	<u>4.7%</u>
PUBLIC WORKS/PARKS						
Corporation Yard	\$ 54,679	\$ 74,452	\$ 60,775	\$ 76,144	\$ 15,369	25.3%
Government Building	18,740	37,707	109,221	35,158	(74,064)	-67.8%
Streets	156,583	155,352	199,051	257,454	58,403	29.3%
Parking Lots	52,614	32,263	41,516	45,372	3,856	9.3%
Parks & Landscapes	197,324	342,124	294,938	285,693	(9,245)	-3.1%
Engineering	121,262	107,912	126,651	141,433	14,782	11.7%
Storm Water Management	-	55,310	70,000	79,000	9,000	12.9%
Village Mobile Home Park	54,940	47,800	-	-	-	-
TOTAL PUBLIC WORKS/PARKS	<u>656,142</u>	<u>852,920</u>	<u>902,152</u>	<u>920,254</u>	<u>18,102</u>	<u>2.0%</u>
RECREATION						
Ives Pool	\$ 160,784	\$ 224,133	\$ 128,172	\$ 113,330	\$ (14,842)	-11.6%
Recreation & Community Support	31,536	73,800	210,120	220,539	10,419	5.0%
TOTAL RECREATION	<u>192,320</u>	<u>297,933</u>	<u>338,292</u>	<u>333,869</u>	<u>(4,423)</u>	<u>-1.3%</u>
TOTAL ALL DEPARTMENTS	<u>5,877,585</u>	<u>6,840,909</u>	<u>7,523,286</u>	<u>7,702,511</u>	<u>179,224</u>	<u>2.4%</u>

**Transaction & Use Sales Tax
Budget Expenditures**

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
001-6010-6972	City Council/Photocopier Lease	3,841	5,111	4,800	5,700	5,700
001-6020-6866	City Manager/Community Outreach Coordinator	-	-	-	-	40,000
001-6020-6907	City Manager/Phone System	19,000	24,958	1,500	1,500	-
001-6020-6940	City Manager/Computer Expense	3,675	-	1,000	1,000	-
001-6020-6972	City Manager/Photocopier Lease	1,979	2,632	3,000	3,119	3,000
001-6021-6610	City Clerk/Election Expense - Ballot Measurers	4,800	618	15,000	-	-
001-6021-6940	City Clerk/Computer Expense	-	-	-	1,000	1,000
001-6021-6972	City Clerk/Photocopier Lease	1,979	2,612	3,000	3,119	3,000
001-6030-6940	Finance/Capital Outlay	1,500	-	-	-	-
001-6030-6972	Finance/Photocopier Lease	3,841	5,136	4,800	5,700	5,700
001-6050-6972	Planning/Photocopier Lease	3,900	5,166	5,200	5,700	5,700
001-6290-6972	Building/Photocopier Lease	3,110	2,204	3,500	3,500	3,000
001-6200-6020	Police/School Resource Officer	-	16,397	17,300	10,500	10,000
001-6200-6045	Police/Equipment	8,850	4,645	9,177	9,160	39,300
001-6200-6903	Police/Vehicle	36,500	46,047	46,750	46,750	76,750
001-6200-6940	Police/Computer Equipment	4,500	-	6,565	6,565	23,100
001-6280-xxxx	Fire/Equipment (SCBA Tanks & Gear)	2,000	2,005	10,000	10,000	10,000
001-6280-6972	Fire/Photocopier Lease	2,650	2,631	3,500	-	3,500
001-6280-8016	Fire/Storage Shed	2,000	-	-	-	-
001-6230-7063	Fire/EOC Supplies & Equipment	1,500	-	1,250	-	1,250
001-6300-6972	Engineering/Photocopier Lease	1,800	2,946	4,200	-	4,200
001-6310-6910	Corporation Yard/Equipment	770	-	-	-	13,000
001-6310-6972	Corporation Yard/Photocopier	1,800	2,643	3,600	3,600	3,600
001-6310-7067	Corporation Yard/HVAC	30,000	-	-	-	-
001-6310-8022	Corporation Yard/Storm Drain - Hayden Ave.	6,462	-	-	-	-
001-6060-6920	Government Building/Roof/Bathroom Replacement	-	-	83,400	83,400	6,500
001-6330-6050	Streets/Misc Supplies/Svcs (below)*	66,540	-	74,840	74,840	74,840
001-6330-6949	Streets/Kubota Tractor (½ Cost)	-	10,815	-	-	-
001-6330-6951	Streets/Dump Truck (½ Cost)	-	21,656	-	-	-
001-6330-6952	Streets/Mower Trailer (½ Cost)	-	1,672	-	-	-
001-6330-6953	Streets/36" Mower (½ Cost w/Parks)	-	-	3,000	3,000	-
001-6330-6954	Streets/Oil Storage Cabinets	-	-	1,250	1,250	-
001-6330-6955	Streets/Pickup Trucks	-	-	22,000	22,000	-
001-6330-6956	Streets/Aerial Truck (½ Cost)	-	17,134	-	-	-
001-6340-8018	Parking Lots/Electric Vehicle Charging Station	34,932	-	-	-	-
001-6380-6044	Parks/Landscaping/Park & Playground Repairs	10,340	15,076	13,340	13,340	13,340
001-6380-6045	Parks/Landscaping/Kubota Sweeper Attachment	-	-	6,000	6,000	-
001-6380-6895	Parks/Landscaping/Tennis Court Resurfacing	-	-	17,500	17,500	-
001-6380-6949	Parks/Landscaping/Kubota Tractor (½ Cost)	-	10,815	-	-	-
001-6380-6951	Parks/Landscaping/Dump Truck (½ Cost)	-	21,950	-	-	-
001-6380-6952	Parks/Landscaping/Mower Trailer (½ Cost)	-	1,672	-	-	-
001-6380-6953	Parks/Landscaping/36" Mower (½ Cost w/GF Strts)	-	-	3,000	3,000	-
001-6380-6956	Parks/Landscaping/Aerial Truck (½ Cost)	-	37,057	-	-	-
001-6380-6974	Parks/Landscaping/Playground Chips	-	4,044	-	-	2,000
001-6380-6975	Parks/Landscaping/Ives & Libby Park Path Paving	35,000	30,000	-	-	-

**Transaction & Use Sales Tax
Budget Expenditures**

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
001-6380-6977	Parks/Landscaping/Ives Park Fence Repair	-	-	6,000	6,000	-
001-6385-6048	Solar Panel Invertor Equipment	-	7,378	-	-	12,000
001-6385-6049	Community Center/Chlorine Generator	-	-	-	-	14,100
001-6385-6896	Community Center/Shower Hot Water Heater	-	14,873	7,000	7,000	-
001-6385-6908	Community Center/Pool Resurfacing	90,000	95,330	-	-	-
001-6385-6941	Community Center/Pool Heater	-	7,728	45,500	45,000	-
001-6385-6943	Community Center/Exterior Painting of Building	-	11,980	-	-	-
001-6391-8027	Community Center/Exterior Paint	-	1,345	-	146	-
001-6391-8028	Community Center/Floor Scrubber (cleaner)	-	-	-	-	-
001-6391-8029	Community Center/Entrance Arbor	-	1,011	-	110	-
001-6391-8030	Community Center/Reception Area	-	4,339	81,417	3,474	78,000
001-6391-8031	Community Center/Restroom Upgrade	-	2,695	51,421	1,260	50,200
001-6391-8032	Community Center/Kitchen Upgrade	-	1,896	-	207	10,000
001-6391-8033	Community Center/Youth Annex Paint/Flooring	-	8,920	-	-	-
001-6391-8033	Community Center/Tile Repairs Youth Annex	-	-	-	-	-
001-6391-8034	Community Center/Landscape Material Comm Cntr	-	-	-	-	-
001-6091-6515	Solar/Streets - Principal	31,748	33,306	34,941	34,522	36,656
001-6090-6515	Solar/Streets - Interest	29,607	28,048	26,413	26,832	24,698
001-6091-6516	Village Mobile Home Park - Principal	31,627	33,196	34,009	34,421	33,292
001-6090-6516	Village Mobile Home Park - Interest	32,958	32,389	30,576	30,164	33,292
001-6091-6517	CREBS Solar Panel Lease - Principal	46,267	-	46,267	46,267	46,267
001-6091-6916	Velocity Pumper Fire Engine Lease - Principal	126,001	129,894	133,906	132,888	65,409
001-6090-6916	Velocity Pumper Fire Engine Lease - Interest	13,092	9,200	5,187	6,205	4,137
001-6091-6921	Vacuum Truck Lease - Principal	5,752	6,023	6,308	6,308	6,605
001-6090-6921	Vacuum Truck Lease - Interest	1,165	894	609	609	312
001-6091-7068	Energy Conservation Loan - Principal	24,062	25,157	13,004	13,004	-
001-6090-7068	Energy Conservation Loan - Interest	2,533	1,438	293	293	-
Total Capital Outlay/Debt Services		728,081	754,682	891,323	735,954	763,448
001-6051-xxxx	Planning	-	-	169,000	169,000	175,000
001-6200-xxxx	Police Services	-	217,992	336,732	335,778	341,579
001-xxxx-xxxx	Public Works	-	107,806	370,763	326,749	433,354
Total Departmental Cost Allocation		-	325,798	876,495	831,527	949,933
TOTAL DEPARTMENT		728,081	1,080,480	1,767,818	1,567,481	1,713,381

WATER FUND

	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$ INC/(DEC) FROM AMENDED	% CHANGE
<u>OPERATING REVENUE</u>					
Charges for Services					
Residential	\$ 1,293,962	\$ 1,519,619	\$ 1,572,562	\$ 52,943	3.48%
Commercial	406,871	485,866	502,746	16,880	3.47%
Other Income	7,159	2,300	4,000	1,700	73.91%
Interest Earnings	2,949	600	600	-	0.00%
TOTAL REVENUE	\$ 1,710,941	\$ 2,008,385	\$ 2,079,908	\$ 71,523	3.56%
<u>OPERATING EXPENSES</u>					
City Council	\$ 21,047	\$ 22,111	\$ 24,979	\$ 2,868	12.97%
City Manager	33,432	34,173	37,292	3,119	9.13%
City Attorney	10,277	10,456	7,020	(3,436)	-32.86%
City Clerk	15,196	17,553	20,690	3,137	17.87%
Finance	121,584	157,700	180,332	22,632	14.35%
Fire	17,312	52,923	57,512	4,589	8.67%
Planning	16,861	22,945	22,929	(16)	-0.07%
Building	27,723	28,698	29,013	315	1.10%
Public Works - Engineering	105,374	109,561	122,787	13,226	12.07%
Public Works - Corporation Yard	149,354	161,436	168,124	6,688	4.14%
Public Works - Government Buildings	10,933	12,911	14,330	1,419	10.99%
Public Works - Water Operations	517,228	681,747	926,527	244,780	35.90%
Debt Service - Operations	116,162	108,743	108,743	-	0.00%
Debt Service - Capital	31,025	182,401	176,068	(6,333)	-3.47%
Transfer to CIP	508,037	382,738	68,358	(314,380)	-82.14%
Non Departmental	9,397	22,289	29,259	6,970	31.27%
TOTAL OPERATING EXPENSE	\$ 1,710,941	\$ 2,008,385	\$ 1,993,963	\$ (14,422)	-0.72%
NET BUDGETARY RESULT	\$ -	\$ -	\$ 85,945	\$ 85,945	
Addition/(Use) of Reserves	\$ -	\$ -	\$ 85,945		
TOTAL BUDGETARY BALANCE	\$ -	\$ -	\$ -		

Detail - Water Fund
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget	Comments
510-6510-6010	Salaries ¹ (2.85 FTE)	155,197	150,065	187,661	187,661	230,502	
510-6510-6011	Standby	8,237	9,418	8,237	8,237	8,237	
510-6510-6020	Overtime	780	4,238	3,510	3,510	10,600	
510-6510-6023	Benefits ²	73,291	75,284	81,720	81,720	108,502	
510-6510-6025	Communications	2,500	3,630	3,900	3,900	3,900	
510-6510-6050	Misc. Supplies / Services	69,395	85,979	94,820	94,820	105,961	See Item#1
510-6510-6060	Training/Conferences	1,600	1,015	2,100	2,100	8,100	
510-6510-6065	Utilities	105,000	115,712	150,000	150,000	150,000	
510-6510-6425	REMIF Liab., Prop, Flood Ins.	16,636	14,387	16,049	16,049	18,975	
510-6510-6806	Backflow Prevention Program	500	300	2,000	2,000	2,000	
510-6510-6807	Fire Hydrant Replacement Program	9,000	14,424	15,000	15,000	15,000	
510-6510-6808	Meter Replacement Program	18,000	19,771	20,000	20,000	20,000	
510-6510-6860	Contract Services	4,000	8,793	65,000	65,000	156,000	See Item#2
510-6510-8020	Cal OSHA Safety Update	10,000	10,000	8,500	8,500	-	
510-6510-6537	Replacement Cathodic Protection	2,617	-	-	-	-	
510-6510-6910	Generator	-	800	-	-	-	
510-6510-6911	Soil/Asphalt Compactors	-	2,779	-	-	-	
510-6510-6912	SCADA Component	-	633	-	-	-	
510-6510-6954	Oil Storage Container	-	-	1,250	1,250	-	
510-6510-6955	Capital Outlay	-	-	22,000	22,000	88,750	See Item#3
510-6510-6966	Well Improvements	1,000	-	-	-	-	
510-6091-6515	Infrastructure Lease - Principal	36,636	38,435	40,322	40,322	42,301	
510-6090-6515	Infrastructure Lease - Interest	34,166	32,367	30,481	30,481	28,501	
510-6091-6517	CREBS Solar Panel Lease - Principal	31,023	31,024	31,023	31,023	31,024	
510-6091-6921	Vacuum Truck Lease - Principal	5,752	6,023	6,308	6,308	6,605	
510-6090-6921	Vacuum Truck Lease - Interest	1,165	894	609	609	312	
510-6091-6951	Dump Truck - Principal	6,455	6,920	-	-	-	
510-6090-6951	Dump Truck - Interest	963	498	-	-	-	
510-6510-6999	Debt Service - Water Capital	-	31,025	182,401	-	176,068	
510-6510-6999	Transfer to CIP	-	-	382,738	382,738	68,358	
Total Operation		593,913	664,415	1,355,629	1,173,228	1,279,696	
510-6010-6005	City Council	12,378	21,047	22,111	22,111	24,979	
510-6020-6005	City Manager	31,565	33,432	34,173	34,173	37,292	
510-6040-6005	City Attorney	9,969	10,277	10,456	6,456	7,020	
510-6021-6005	City Clerk	11,926	15,196	17,553	17,553	20,690	
510-6030-6005	Finance	86,035	121,584	157,700	157,326	180,332	
510-6120-6005	Finance - Non Departmental	7,515	9,397	22,289	23,445	29,259	
510-6280-6005	Fire	16,694	17,312	52,923	52,923	57,512	
510-6050-6005	Planning	14,546	16,861	22,945	21,417	22,929	
510-6290-6005	Building	25,970	27,723	28,698	28,698	29,013	
510-6300-6005	Public Works - Engineering	80,206	105,374	109,561	107,986	122,787	
510-6310-6005	Public Works - Corporation Yard	135,113	149,354	161,436	163,379	168,124	
510-6060-6005	Public Works - Government Building	9,370	10,933	12,911	9,052	14,330	
Total Department Cost Allocation		441,287	538,490	652,756	644,519	714,267	
TOTAL DEPARTMENT		1,035,200	1,202,905	2,008,385	1,817,747	1,993,963	

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

Budget Detail

Water Budget Justification

Item	Account/Vendor	Description	Cost	FY15/16 Adopted Budget	FY14/15 Amended Budget
1	510-6510-6050	Misc. Supplies/Services		105,961	94,820
		Lab Expenses, Water testing	54,300		
		Maintenance and Repairs	26,500		
		CA Dept of Health Services Fees and CDPH Regulation Oversight	18,000		
		Utility Billing Postage Expense	3,240		
		Neopost Stuffing/Mailing Machine (Utility Bill) Maintenance	2,100		
		CCR Printing Expense	1,821		
2	510-6510-6860	Contract Services		156,000	65,000
		Install 3 Hydrant Shut-Off Valves	15,500		
		Well 4 Maint. Rebuild (formerly in CIP 511-6536)	50,000		
		Datalogger Monitoring (formerly in CIP 511-6365)	6,000		
		SCADA Alarm Inspections (1/2 cost)	1,500		
		Groundwater Managemet (formerly in CIP 511-7027)	18,000		
		Engineering Services	4,000		
		Well 7 Filter Media Change Out	61,000		
3	510-6510-6955	Capital Outlay		88,750	22,000
		Backhoe (Half the cost for the Water portion)	49,000		
		Truck (Half the cost for the Water portion)	18,100		
		Handheld Meter Reading Unit	8,700		
		Genset (Half the cost for the Water portion)	12,950		

Water/Sewer Enterprise Funds

These funds account for operations that are financed and operated in a manner similar to private business enterprise where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered through user charges.

Water Goals:

- Continuously provide an adequate supply of water that is free of health hazards and of acceptable quality to meet demands.
- Protect the health and welfare of the community by ensuring the continuous operation of the City's water pumping and distribution systems.
- Assure maximum fair collection of water revenue by maintaining all City water meters within AWWA tolerances and by providing accurate recordation of all water meters.
- To fund the cost of pumping, transmission and debt service of the water system.

Sewer Goals:

- Protect the health and welfare of the community by ensuring the continuous uninterrupted operation of the wastewater collection and transmission system.
- Provide appropriate, economical maintenance and repair of the wastewater collection and transmission system and appurtenances.

Major Budget Accomplishments for 2014/2015 for Water and Sewer:

- Fund 2/3 the cost for two trucks
- Purchase oil storage cabinets per CalOSHA compliance
- Increase CA Dept. of Public Health fees for review and permitting process of new treatment system
- Increase laboratory fees for water monitoring at new treatment system
- Purchase and install of new sewer pump at Valley View pump station
- Sewer operator competency training and Water quality monitoring plan per CA State regulations
- Generator testing and repair contract services

Major Budget Changes for 2015-2016:

- | | |
|---|----------|
| • Purchase new backhoe | \$98,000 |
| • Purchase new truck | \$36,200 |
| • 2/3 cost of genset for Corporation Yard facility | \$25,500 |
| • Purchase of new sewer solids grinder for pump station | \$14,200 |

- Service agreement for sewer pump inspections & services \$2,400
- Service agreement for SCADA alarm inspections & services \$3,000
- Purchase of new envelope stuffing machine at City Hall \$4,200
- Service agreement for monitoring of dataloggers in Wells \$6,000
- Purchase of additional handheld meter reading device \$8,700
- Installation of three shut off valves for hydrants \$15,500
- Rebuild of Well 4 motor and pump \$50,000
- Contract service for Groundwater management \$15,000

SEWER FUND

	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$ INC/(DEC) FROM AMENDED	% CHANGE
OPERATING REVENUE					
Charges for Services	\$ 2,614,862	\$ 2,884,448	\$ 2,980,000	\$ 95,552	3.3%
Other Income	48,152	57,589	50,000	(7,589)	-13.2%
Interest Earnings	8,181	5,000	5,000	-	0.0%
TOTAL REVENUE	\$ 2,671,195	\$ 2,947,037	\$ 3,035,000	\$ 87,963	3.0%
OPERATING EXPENSES					
City Council	\$ 24,555	\$ 25,796	\$ 29,142	\$ 3,346	13.0%
City Manager	33,432	34,173	37,292	3,119	9.1%
City Attorney	6,166	6,273	4,212	(2,061)	-32.9%
City Clerk	13,297	15,359	18,104	2,745	17.9%
Finance	118,008	153,550	175,586	22,036	14.4%
Planning	10,117	13,767	13,757	(10)	-0.1%
Building	27,723	28,698	29,013	315	1.1%
Public Works - Engineering	71,282	90,227	101,119	10,892	12.1%
Public Works - Corporation Yard	108,904	117,714	122,590	4,876	4.1%
Public Works - Government Buildings	10,933	12,911	14,330	1,419	11.0%
Public Works - Sewer Operations	1,870,590	1,843,184	1,963,388	120,204	6.5%
Debt Service	84,192	76,774	76,774	-	0.0%
Transfer to Capital Projects Fund	282,599	506,322	305,790	(200,532)	-39.6%
Non Departmental	9,397	22,289	29,259	6,970	31.3%
TOTAL OPERATING EXPENSE	\$ 2,671,195	\$ 2,947,037	\$ 2,920,356	\$ (26,681)	-0.9%
NET BUDGETARY RESULT	\$ -	\$ -	\$ 114,644	\$ 114,644	
Addition/(Use) of Reserves	\$ -	\$ -	\$ 114,644		
TOTAL BUDGETARY BALANCE	\$ -	\$ -	\$ -		

Detail - Sewer Fund
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget	Comments
420-6420-6010	Salaries ¹ (2.3 FTE)	115,568	108,674	131,086	131,086	182,152	
420-6420-6011	Standby	8,448	9,636	8,448	8,448	8,448	
420-6420-6020	Overtime	800	3,615	3,600	3,600	9,800	
420-6420-6023	Benefits ²	54,987	55,371	59,155	59,155	86,326	
420-6420-6025	Communications	2,000	2,214	2,400	2,400	2,400	
420-6420-6049	Conservation Rebate Program	1,000	1,425	1,300	1,300	1,000	
420-6420-6050	Misc. Supplies / Services	34,735	36,273	36,450	36,450	38,000	See Item#1
420-6420-6060	Training/Conferences	1,000	751	1,500	1,500	7,500	
420-6420-6310	Ligation Expense	10,000	-	-	-	-	
420-6420-6330	Utilities	24,500	28,424	28,900	28,900	28,900	
420-6420-6425	REMIFF Liab., Prop, Flood Ins.	9,758	8,146	8,701	8,701	10,287	
420-6410-6050	Subregional - Operation/Maintenance	645,516	834,243	779,479	779,479	825,300	
420-6410-6512	Subregional - Debt Service	706,284	702,026	712,370	712,370	658,730	
420-6420-6860	Contract Services	-	65,580	18,795	18,795	10,495	See Item#2
420-6420-8020	Cal OSHA Safety Update	10,000	10,000	8,500	8,500	-	
420-6420-6910	Generator	-	800	-	-	-	
420-6420-6911	Soil/Asphalt Compactors	-	2,779	-	-	-	
420-6420-6912	SCADA Component	-	633	-	-	-	
420-6420-6955	Capital Outlay	-	-	22,000	22,000	94,050	See Item#3
420-6420-7012	Green Valley Pump Station	-	-	20,500	20,500	-	
420-6091-6515	Infrastructure Lease - Principal	32,568	34,167	35,844	35,844	37,604	
420-6090-6515	Infrastructure Lease - Interest	30,372	28,773	27,096	27,096	25,337	
420-6091-6921	Vacuum Truck Lease - Principal	11,503	12,046	12,615	12,615	13,210	
420-6090-6921	Vacuum Truck Lease - Interest	2,331	1,788	1,219	1,219	623	
420-6091-6951	Dump Truck - Principal	6,455	6,920	-	-	-	
420-6090-6951	Dump Truck - Interest	963	498	-	-	-	
420-6420-6999	Transfer to Sewer CIP	-	282,599	506,322	-	305,790	
Total Operation		<u>1,708,788</u>	<u>2,237,381</u>	<u>2,426,280</u>	<u>1,919,958</u>	<u>2,345,952</u>	
420-6010-6005	City Council	14,441	24,555	25,796	25,796	29,142	
420-6020-6005	City Manager	31,565	33,432	34,173	34,173	37,292	
420-6040-6005	City Attorney	5,981	6,166	6,273	3,873	4,212	
420-6021-6005	City Clerk	10,435	13,297	15,359	15,359	18,104	
420-6030-6005	Finance	83,504	118,008	153,550	153,186	175,586	
420-6120-6005	Finance - Non Departmental	7,515	9,397	22,289	23,445	29,259	
420-6050-6005	Planning	8,728	10,117	13,767	12,850	13,757	
420-6290-6005	Building	25,970	27,723	28,698	28,698	29,013	
420-6300-6005	Public Works - Engineering	54,257	71,282	90,227	88,930	101,119	
420-6310-6005	Public Works - Corporation Yard	98,520	108,904	117,714	119,190	122,590	
420-6060-6005	Public Works - Government Building	9,370	10,933	12,911	9,052	14,330	
Total Department Cost Allocation		<u>350,286</u>	<u>433,814</u>	<u>520,757</u>	<u>514,552</u>	<u>574,404</u>	
TOTAL DEPARTMENT		2,059,074	2,671,195	2,947,037	2,434,510	2,920,356	

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

Budget Detail

Sewer Budget Justification

Item	Account/Vendor	Description	Cost	FY15/16 Adopted Budget	FY14/15 Amended Budget
1	420-6420-6050	Misc. Supplies/Services		38,000	36,450
		Lift Station maintenance & repairs	12,000		
		Sewer Main Cleaning	12,000		
		Televise Sewers	3,000		
		Utility Billing Postage Expense	3,500		
		Air Quality Permit / CUPA 11/25/1400	2,600		
		Neopost Stuffing/Mailing Machine(Utility Bill)	2,100		
		Maintenance			
		Sanitary Sewer Master Plan Fee SSMP	1,300		
		SWRC Permit	1,500		
2	420-6420-6860	Contract Services		10,495	18,795
		Generator Service Contract (both)	3,795		
		Generator Test & Repair Increases (both)	4,000		
		Sewer Pump Inspections	1,200		
		SCADA Alarm Inspections (1/2 cost)	1,500		
		Sanitary Sewer Operator Plan & Monitoring	-		
3	420-6420-6955	Capital Outlay		94,050	42,500
		Backhoe (1/2 cost)	49,000		
		Truck (1/2 cost)	18,100		
		Genset (1/3 cost)	12,950		
		Sewer Solids Grinder	14,000		

**SPECIAL REVENUE FUNDS
2015-16 ADOPTED BUDGET**

Measure M Transportation Tax	Community Fund	Art In-Lieu	Housing Linkage Fee	Inclusionary Housing Fee	Building Permit Technology Fee	Building Permit Incremental Fee	General Plan Update Fee	Police Vehicle Abatement Fee	Special Law Enforcement Supplemental Fund	Fire SAFER Grant	Park In-Lieu Fee	Traffic Impact Fee	Utility Undergrounding Fee	Total
\$ 50,000														\$ 50,000
950			2,000	500			200	2,000	100,000	-				102,000
		23,000	10,000	80,000	4,000	5,000	7,000		100	11,250	2,800	3,700	1,000	296,700
	1,000										87,100	75,600	5,000	1,000
50,950	1,000	23,000	12,000	80,500	4,000	5,000	7,200	2,000	100,100	-	89,900	79,300	6,000	460,950
EXPENDITURES														
Departments:														
General government					1,600	2,000								3,600
Police Services														-
Fire Services														-
Public Works														-
Community Development														-
Debt Service											31,470			31,470
					1,600	2,000					31,470			35,070
EXCESS OF REVENUES OVER EXPENDITURES														
50,950	1,000	23,000	12,000	80,500	2,400	3,000	7,200	2,000	100,100	-	58,430	79,300	6,000	425,880
OTHER FINANCING SOURCES (USES)														
Transfers in														-
Transfers out	(1,000)						(7,000)		(93,500)		(204,200)	(141,541)		(600,798)
	(1,000)						(7,000)		(93,500)		(204,200)	(141,541)		(600,798)
NET CHANGE IN FUND BALANCES														
(102,607)	-	23,000	12,000	80,500	2,400	3,000	200	2,000	6,600	-	(145,770)	(62,241)	6,000	(174,918)
FUND BALANCE ESTIMATED BEGINNING OF THE YEAR														
249,436	-	51,155	37,630	174,759	19,290	14,200	631	2,000	1,925	-	395,776	95,1576	224,991	2,123,369
FUND BALANCE ESTIMATED END OF YEAR														
\$ 146,829	\$ -	\$ 74,155	\$ 49,630	\$ 255,259	\$ 21,690	\$ 17,200	\$ 831	\$ 4,000	\$ 8,525	\$ -	\$ 250,006	\$ 889,335	\$ 230,991	\$ 1,948,451

GAS TAX FUND

	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$ INCR/ (DECR)	% INCR/ (DECR)
<u>OPERATING REVENUE</u>					
Intergovernmental	\$ 229,343	\$ 204,577	\$ 173,600	\$ (30,977)	-15.1%
Other Income	-	-	-	-	
Interest Earnings	59	-	-	-	
Transfer In	-	42,509	-	(42,509)	-100.0%
TOTAL REVENUE	<u>\$ 229,402</u>	<u>\$ 247,086</u>	<u>\$ 173,600</u>	<u>\$ (73,486)</u>	<u>-29.7%</u>
<u>OPERATING EXPENSES</u>					
Salaries & Benefits ^a	\$ 203,166	\$ 228,786	\$ 151,114	\$ (77,672)	-33.9%
Services & Supplies	8,962	9,000	9,000	-	0.0%
Dues & Subscriptions	-	-	-	-	
Utilities	4,192	8,300	8,300	-	0.0%
Contract Services	2,849	1,000	1,000	-	0.0%
Transfer Out	26,186	-	-	-	
TOTAL OPERATING EXPENSE	<u>\$ 245,355</u>	<u>\$ 247,086</u>	<u>\$ 169,414</u>	<u>\$ (77,672)</u>	<u>-31.4%</u>
NET BUDGETARY RESULT	<u>\$ (15,953)</u>	<u>\$ -</u>	<u>\$ 4,186</u>	<u>\$ 4,186</u>	
Addition/(Use) of Reserves	\$ (15,953)	\$ -	\$ 4,186		
TOTAL BUDGETARY BALANCE	\$ -	\$ -	\$ -		

^a Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay

Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

BUSINESS IMPROVEMENT AREA

	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$ INCR/ (DECR)	% INCR/ (DECR)
<u>OPERATING REVENUE</u>					
Special Assessments	\$ 8,226	\$ 8,225	\$ 8,225	\$ -	0.0%
Other Income	-	-		-	
Interest Earnings	-	-		-	
TOTAL REVENUE	<u>\$ 8,226</u>	<u>\$ 8,225</u>	<u>\$ 8,225</u>	<u>\$ -</u>	<u>0.0%</u>
<u>OPERATING EXPENSES</u>					
Non Departmental	8,226	8,225	8,225		0.0%
TOTAL OPERATING EXPENSE	<u>\$ 8,226</u>	<u>\$ 8,225</u>	<u>\$ 8,225</u>	<u>\$ -</u>	<u>0.0%</u>
NET BUDGETARY RESULT	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
Addition/(Use) of Reserves	\$ -	\$ -	\$ -		
TOTAL BUDGETARY BALANCE	\$ -	\$ -	\$ -		

WOODSTONE ASSESSMENT DISTRICT FUND

	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$ INCR/ (DECR)	% INCR/ (DECR)
<u>OPERATING REVENUE</u>					
Special Assessments	\$ 32,121	\$ 30,800	\$ 31,350	\$ 550	1.8%
Interest Earnings	-	-	-	-	
Transfer In	2,086	8,335	6,535	(1,800)	-21.6%
TOTAL REVENUE	\$ 34,207	\$ 39,135	\$ 37,885	\$ (1,250)	-3.2%
<u>OPERATING EXPENSES</u>					
Principal	15,000	20,000	20,000	-	0.0%
Interest	15,212	14,135	12,885	(1,250)	-8.8%
Trustee Fees	3,995	5,000	5,000	-	0.0%
TOTAL OPERATING EXPENSE	\$ 34,207	\$ 39,135	\$ 37,885	\$ (1,250)	-3.2%
NET BUDGETARY RESULT	\$ -	\$ -	\$ -	\$ -	
Addition/(Use) of Reserves	\$ -	\$ -	\$ -		
TOTAL BUDGETARY BALANCE	\$ -	\$ -	\$ -		

The Woodstone Center Assessment District was formed on December 3, 1997 pursuant to the Municipal Improvement Act of 1915, Division 12 of the Streets and Highways Code of the State of California. The bonds were issued to finance construction including street improvements, drainage, streets lights and signalization to the Fairfield Inn (formerly Holiday Inn), and acquisition of certain public improvements specically benefitting properties located within the boundaries of City Assesment District 1992-1 (Woodstone Center). Assessments to pay debt service are collected on the property tax rolls of parcels located within that district and may not be used for any purpose not specified in the assessment district documentation. The Limited Obligation Improvement Bonds will be paid in full on September 2, 2022.

STREET LIGHTING ASSESSMENT DISTRICT FUND

Estimated Beginning Fund Balance 7/1/15

\$ 61,750

	<u>2013-14 ACTUAL</u>	<u>2014-15 AMENDED BUDGET</u>	<u>2015-16 ADOPTED BUDGET</u>	<u>\$ INCR/ (DECR)</u>	<u>% INCR/ (DECR)</u>
<u>OPERATING REVENUE</u>					
Special Assessments	\$ 89,727	\$ 92,254	\$ 79,753	\$(12,501)	-13.6%
Other Income	-	-		-	
Interest Earnings	-	-		-	
TOTAL REVENUE	<u>\$ 89,727</u>	<u>\$ 92,254</u>	<u>\$ 79,753</u>	<u>\$(12,501)</u>	<u>-13.6%</u>
<u>OPERATING EXPENSES</u>					
Public Works ^a	-	3,800	18,500	14,700	386.8%
Finance ^b	1,444	6,450	13,500	7,050	109.3%
Non Departmental	68,574	87,250	76,250	(11,000)	-12.6%
TOTAL OPERATING EXPENSE	<u>\$ 70,018</u>	<u>\$ 97,500</u>	<u>\$ 108,250</u>	<u>\$ 10,750</u>	<u>11.0%</u>
NET BUDGETARY RESULT	<u>\$ 19,709</u>	<u>\$ (5,246)</u>	<u>\$ (28,497)</u>	<u>\$(23,251)</u>	<u>443.2%</u>
Addition/(Use) of Reserves	<u>\$ 19,709</u>	<u>\$ (5,246)</u>	<u>\$ (28,497)</u>		
TOTAL BUDGETARY BALANCE	\$ -	\$ -	\$ -		

Estimated Ending Fund Balance

\$ 33,253

^a Allocate .15 FTE

^b Allocate .10 FTE

The Sebastopol Lighting Special Assesment District was formed on May 18, 1981 by the City to cover the costs associated with the operation and maintenance of the citywide streetlight system. This action included adopting Resolution Number 3316 proposing the formation of the Assesment District pursuant to the Landscaping and Lighting Act of 1972.

Assessments were levied for Fiscal Years 1981/82; but the Council elected not to collect annual assessment from 1983-1996. Since 1996/97 assessments have been collected on an annual basis. Funds are received from the County via property tax rolls for the exclusive use of paying the operating costs of street lighting within the City of Sebastopol. The assessment is the subject of an annual hearing to review projected costs and setting of the tax levy.

CITY OF SEBASTOPOL

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

2015 - 2020



APPROVED BY THE CITY COUNCIL
JUNE 2, 2015

SUSAN KELLY, ENGINEERING DIRECTOR

Table of Contents

Background and Introduction	1
CIP Funding Assumptions	2
Project Descriptions and Funding Needs	3
Funding	3
Timetable for Implementation	4
Completed Capital Projects 2009-2014	4
Revenue Projections and Funding	6
Five Year Capital Improvement Program	6
Highlights of Capital Improvement Program	6
Pavement Program	6
Bicycle, Pedestrian and Other Transportation Projects	7
Water and Sewer Enterprise Funds, Contributed Capital and Building an O&M Reserve	8
Water Production and Distribution System	9
Sewer Collection and Pumping System	9
Storm Drains	10
Parks	10
Government Buildings	11
Energy Efficiency	11
ATTACHMENT 1 - Capital Projects Information and Funding Needs	A-1
ATTACHMENT 2 - Revenue Projections for CIP - Developer Impact Fees	A-7
ATTACHMENT 3 - Project Information for Revenue Projections	A-8
ATTACHMENT 4 - CIP SUMMARY	A-9
ATTACHMENT 5 - Funding Projections and Programming by Category	A-12
ATTACHMENT 6 - Water and Sewer Operations Fund Projections (Contributed Capital)	A-19

Background and Introduction

The **Capital Improvement Program (CIP)** is a long-range plan which identifies capital projects, provides a planning schedule and identifies options for financing. Essentially, the plan is a link between the project priorities established by the City Council, and the City's annual budget. The CIP includes the following information:

- A listing of capital projects to be implemented.
- The plan for financing the projects.
- A timetable for the construction or completion of the projects.

This CIP covers a planning period of five years, beginning with Fiscal year 2015/2016. The plan should be reviewed and updated annually as a part of the City's budget process.

Each year of the plan becomes the proposed Capital Budget for the corresponding Fiscal Year, to be included in the Annual Budget adopted by the City Council. It is in this process that funds are appropriated for any given project. Therefore, projects planned in the CIP are not funded until they are included in an approved City budget.

Projects included in future years in the CIP are approved on a planning basis and are only intended to show infrastructure needs. Inclusion of these projects is not intended to commit funding in future years. In many cases, these projects do not have full funding identified, which is typical for this type of planning document. If the project is a City priority, as identified in an infrastructure management plan, a strategic planning process, or by some other method, the City must do one or some combination of the following to implement an underfunded project:

1. Identify additional funding from local resources, grants, loans, etc; or
2. Reduce the project scope to match available funding; or
3. Delay the project until funding is available.

The CIP was developed by aggregating information from a variety of sources, including the City's General Plan, Utility Master Plans, annual Goal-setting, studies and other processes to identify ongoing maintenance or regulatory compliance requirements. The proposed project timing in this five-year plan was selected based on the perceived urgency, with a focus on projects that maintain existing infrastructure and projects that provide a potential economic and quality of life improvement for Sebastopol.

CIP Funding Assumptions

In preparing the CIP, certain assumptions were made regarding potential funding for projects:

Costs

All costs are in 2015 dollars. Older cost estimates have been escalated in accord with published data contained in the Engineering News Record Construction Cost Index (ENR-CCI).

Revenues - Local Funds

Available funding in the special funds including Sewer and Water Capital Funds and Development Impact Funds is based current fund balance and best available revenue estimates.

Other Funding Sources

Grant sources are included where known, or when future opportunities are anticipated. If it is anticipated that a given project will require a loan, that is noted.

General Fund Contribution

In the absence of projects whose funding has been specifically identified as coming from the General Fund it is assumed that there is no additional General Fund contribution to the projects described in this CIP. The consequence of this is described as the funding shortfall.

Future Revenue

Future revenues in the capital funds are based on expected contribution from rates in the Sewer and Water enterprise funds; fees from anticipated development in the Park-in-Lieu, Wastewater Retrofit, and Traffic Impact funds; and annual contributions from the Special Sales Tax to the Pavement Reserve.

Water and Sewer Enterprise Funds

Water and Sewer rates are set to include funding for needed capital improvements to the infrastructure systems. The amount that is available to the Capital program is the difference between revenues from rates minus annual Operating and Maintenance costs. This amount may vary from year to year.

Project Descriptions and Funding Needs

Attachment 1 - Capital Projects Information and Funding Needs, is a series of spreadsheets listing capital projects that are either *in progress*, carried over from previous years' CIP plans, or *new projects*. Projects are chosen in accordance with the established priorities of the City Council, and identified infrastructure needs based on studies and planning documents, including:

- Sebastopol General Plan (2004)
- Gravenstein Highway South Infrastructure Study (1999)
- Sewer, Water and Storm Drain Master Plans (2006)
- Community Development Agency 5-Year Plan (2007)
- Sebastopol Bicycle and Pedestrian Master Plan (2011)
- Pavement Management Plan (PTAP 2015);
- Projects identified through City Council Goal Setting or other planning processes;
- Projects identified by staff, or through other studies and means, that are needed to maintain the City's infrastructure or comply with various regulations.

Funding

Funding for projects in the CIP comes from a variety of sources including but not limited to the Development Impact fees, Sewer and Water Connection Fees, Sewer and Water Enterprise funds, a variety of local, State and Federal grants, and in some cases from donations made by the public for specific projects. The City's General Fund may also contribute to the Capital program. For example, in the Streets Category, following the passage of special sales tax measures in 2008 and 2012, a portion of the additional revenues have been transferred into a Pavement Reserve to fund street rehabilitation projects. Other local revenues may include Sebastopol's share of the Countywide Transportation Tax, Measure M or Community Development Block Grant funding provided by HUD and administered by the Sonoma County Community Development Commission.

Most of the funding sources used to fund the Capital program are considered non-discretionary, in that their use is restricted to certain defined purposes.

The exception to this is General Fund monies that may be used at the City's discretion. It should be noted that for some types of projects, such as Storm Drain Infrastructure improvements, there is no separate dedicated funding source, so these projects are reliant on contributions from the General Fund.

Timetable for Implementation

The timetable by which projects are implemented under the CIP is constrained by the availability of funding, and to some extent by the ability of Staff to manage the workload represented by these projects. In some cases, projects are included for which no funding has yet been identified. Projects may be initiated earlier than they are currently scheduled in the plan, where opportunity presents. Likewise, some projects may be delayed until funding can be secured. City staff closely monitors availability of funding for projects in the CIP on a continuing basis.

Completed Projects

On the following page is a listing of projects completed since the last CIP was completed.

COMPLETED CAPITAL PROJECTS 2009-2014

Completed	Category	Project	Funding Source
2009	Streets	Huntley Street Sidewalk Gap Closure	Federal Safe Routes to School Grant
	Sewer	Laguna Force Main Replacement	Sewer Capital Fund
	Parks	Landscaping and Bike Racks	Park in Lieu Fund
	Gov't Bldgs	Solar Installation – Well 4	CREBS Energy Grant
	Gov't Bldgs	Solar Installation – Youth Annex	CREBS Energy Grant
	Gov't Bldgs	Solar Installation – Sequoia Village	CREBS Energy Grant
	Gov't Bldgs	Solar Installation – Garzot Building	CREBS Energy Grant
	Gov't Bldgs	Solar Installation – Community Center	CREBS Energy Grant
	Water	Well 8	Water Capital Fund
	Streets	Local Streets Overlays	Special Sales Tax Pavement Reserve, Measure M SLR
Streets	Federal Resurfacing - Coop w/ City of SR	STP-CMAQ Federal Rehab Grant	
2010	Streets	Lynch Road Traffic Signal	Traffic Impact w/Developer Contribution
	Streets	Install Bike Detection on City Signals	Traffic Impact Fund
	Streets	Bodega/Ragle Crosswalk	Special Sales Tax Pavement Reserve
	Streets	Federal Resurfacing, 2009 (ARRA)	ARRA - Federal Rehab Grant
	Sewer	Abandon Industrial Waste Pump Station	Sewer Capital Fund
Streets	Bodega Avenue Rehab - Digouts	Special Sales Tax Pavement Reserve	
2011	Streets	Prop 1B Resurfacing (Valley View Subd)	State Proposition 1B Funding
	Streets	Street Smart Sebastopol Phases 2 and 3	Measure M, Traffic Impact Fund
	Streets	Bike Lanes Feasibility Study	Traffic Impact Fund
	Streets	Blke Rack Program	TFCA (Air District) Grant
Sewer	Inflow and Infiltration Study	Sewer Capital Fund, Wastewater Retrofit Fund	
Gov't Bldgs	Library ADA Compliance (exterior)	General Fund	
2012	Streets	Safe Routes to School Non-Infrastructure Program (3 years)	Federal Safe Routes to School Grant
	Streets	Bicycle Detection on City Traffic Signals	Traffic Impact Fund
	Sewer	Design and Construction of Morris Street Pump Station	Sewer Capital Fund and Techie Settlement Funds
	Parks	Ives Park Master Plan	
	Parks	Tomodachi Park	Park in Lieu Fund and Open Space Grant
	Streets	Curb Ramps Replacement	Community Development Block Grant
Water	Well 6 Blending System	Water Capital Fund	
2013	Streets	Audible Signal Equipment, N. Main/McKinley	Traffic Impact Fund
	Water	Water Quality Regulatory Compliance Feasibility Study	Well 4 Litigation Proceeds
	Water	Well 4 Filter Media Changeout	Water Capital Fund
	Parks	Plaza Restroom	Community Development Fund
2014	Water	USGS Groundwater Study	Water Capital Fund
2014	Water	Ground Water Management Plan	Water Capital Fund
2009, 2011, 2013, 2015	Streets	Pavement Management System Updates	Special Sales Tax Pavement Reserve

Revenue Projections and Funding

Attachment 2 shows Revenue Projections in the Developer Impact funds, Sewer and Water Capital funds (connection fees and other contributed capital) and Annexation fees, for the next three years. These estimates are based on expected revenues from approved and pending projects, and projects under construction as of May 2015, as shown in Attachment 3. The revenue projections will be reviewed and adjusted annually during the CIP Update as part of the City budget process.

Five Year Capital Improvement Program

Attachment 4 CIP SUMMARY is a compilation of the proposed five-year Capital Program. This table lists each proposed project in the categories of Government Buildings, Parks, Transportation (Pavement Program) and Transportation (Bike & Ped, Safety, other), Water System, Sewer System and Storm Drains. The table indicates anticipated sources of funding for each project, staff lead for project management, current year expenditures where applicable, an Estimated Project Cost in 2015 dollars, and a proposed programming schedule. Two final columns in the table either indicate the fund in which the expenditures are scheduled, or that there is “No Funding Identified”.

Attachment 5 - Funding Projections and Programming by Category includes a forecast of available funding for each category of projects and a proposed sequence for programming. Funding shortfall is also indicated in these tables.

Attachment 6 - Water and Sewer Operations Fund Projections (Contributed Capital) provides cash flow projections and details regarding the availability of future operating fund revenues to the Capital Program during the five years of the plan. In each of these funds, staff is proposing to begin building an operating reserve by setting aside funding equivalent to 3% of each year’s O&M budget, with a goal of attaining a minimum 15% operating reserve for each utility by FY 19-20.

Highlights of Five-Year CIP

Pavement Program

With the passage of two local Special Sales Tax measures in 2004 and 2008, the City began to set aside funds in the amount of \$150,000 per year in a Street Reserve fund. In addition, the City receives approximately \$50,000 a year from the Countywide Transportation Tax (Measure M) Local Streets and Roads funding. This has allowed us to begin to address the continuous decline of our overall pavement condition.

The City maintains 24 centerline miles (47 lane miles) of arterials, collectors and local neighborhood streets, with a current replacement value of over \$38 million. In the 2015 Pavement Management Plan (PMP) update, the City's overall pavement condition was rated at a Pavement Condition Index (PCI) of 60, on a 100-point scale. In PMP terminology, a PCI of 60 is in the "Good" range (50-69). However, this is far short of the regional goal of PCI of 70 established by MTC for the nine Bay Area counties including Sonoma County, and by the Sonoma County Transportation Authority in the Countywide Transportation Plan.

According to our 2015 PMP update, PCI will continue to decline at the current investment rate of about \$200,000 per year, from PCI 60 in 2015 to PCI 50 in 2019. The estimated funding needs to avoid this are

- \$600,000 per year to maintain PCI at 60 for five years
- \$990,000 per year to increase PCI to 65 in five years
- \$2,900,000 per year to increase PCI to 70 in five years

The City has budgeted transfers from the Special Sales Tax into the Pavement reserve annually since 2004. A transfer is budgeted in the current Fiscal Year (14/15). No transfer has been included in the FY 2015-16 proposed budget. Beginning with FY 16/17, it is assumed that the \$150,000 per year transfer of Special Sales Tax will resume annually, for the life of this CIP. The City should continue to budget funds annually to the Pavement Reserve, to minimize the decline of pavement condition in Sebastopol. In addition, by not providing a consistent budget for the pavement program from year to year the City will not be able to meet the Maintenance of Effort provisions in our Cooperative Agreement for Measure M funding, and risks losing about \$50,000 in revenue from that source for the remaining life of the tax, which sunsets in 2024.

This CIP includes a complete reconstruction of Keating Avenue using a Federal-aid transportation grant, and a local streets slurry seals project to be completed in 2015-16. Ongoing semi-annual street rehabilitation projects using local sales tax and measure M funding have been assumed in the past, however with no contributions to the Pavement Reserve by the City, these will be unfunded. The City may have future opportunities to apply for Federal-aid grants for street rehabilitation in the future, but local matching funds will be required. The only local source for street rehabilitation purposes is the sales tax (General Fund).

Bicycle, Pedestrian and other Transportation Projects

Other projects included in the 5-year CIP are focused on implementation of the projects included in the City's Bicycle and Pedestrian Master Plan. These include

- construction of Bike Lanes on SR 116 (currently in the design and permitting phase)
- implementation of the local streets bikeways (Class 2 and 3 facilities, Sharrows and route signage) as defined in the BPMP
- a Traffic Signal Synchronization Study
- Wayfinding Signs
- participation in the Petaluma-Sebastopol Trail Feasibility Study by the Sonoma County Parks and Recreation Department.

- Sidewalk Gap Closure projects as identified in the BPMP and Traffic Impact List

Water and Sewer Enterprise Funds, Contributed Capital and Building an O&M Reserve

Attachment 6 consists of two sheets showing Operations Fund Projections through the five years of this CIP, for the Water and Sewer Enterprise funds. Each sheet shows annual beginning cash balances, projected revenues, Operating and Maintenance (O&M) Expenditures, Debt Service expenditures and Transfers of Cash into the Capital Fund for CIP expenditures.

Capital needs in the Water and Sewer systems are primarily funded through

- Enterprise Fund Revenues from Water and Sewer Rates (customer billings)
- Revenues from Water and Sewer Connection Fees (developer fees)
- Grants and Loans, or other financing

In 2010, the City Council approved a series of Water and Sewer Rate Increases intended to generate additional capital over and above operating expenses, to fund a growing list of capital maintenance needs in both the Water and Sewer Systems. Although the City completed Water and Sewer Master Plans in 2006, almost none of the projects identified in these documents have been completed, due to lack of funding.

At the time of the rate increases, it was not known that the City faced major expenditures in the Water Fund to address the consequences of the new regulatory requirements for Arsenic. Since around 2011, nearly all of our efforts in terms of Water Capital project spending have been focused on achieving compliance for Arsenic at Wells 7 and 6. This will continue to be the primary focus in the Water System for the next few years.

In the Sewer Collection System, as a result of a legal settlement, the City first undertook an Inflow and Infiltration study, and then a system-wide CCTV Inspection and assessment of the collection system which is currently underway and should be completed by year's end. This inspection will in turn result in a list of needed capital improvements to our Sewer System.

Finally, at the time of the 2010 Water and Sewer Rate studies, the City Manager recommended that the City begin to build an Operating Reserve of 25% annual O&M costs in each of the Enterprise Funds. In Attachment 6, Water and Sewer Operations Fund Projections (Contributed Capital) beginning in 2015-16, the Finance Director has begun to build these reserves, starting in 15/16 with 3% of O&M. For each successive year, reserves are shown to be increased by an additional 5% of O&M, with a goal of reaching the full 25% operating reserve in each fund during FY 20/21. While maintaining a reserve is highly advisable, this will limit future available funds for the Capital program, these projections show that the City will need to consider additional rate increases in the near future.

Water Production and Distribution System

The City's water well production and distribution system includes 37 miles of water mains and appurtenances (valves and fire hydrants); five water wells (one inactive); one carbon treatment system (Well 4); one arsenic remediation system in construction at Well 7 and another planned for Well 6; two booster pumping stations, at Wells 6 and 8; and three water reservoirs with a combined storage capacity of 7.5 million gallons. Together, the City's water infrastructure has an estimated replacement value of \$70-75 million.

The current top priority in the Water CIP list continues to be completion of the Well 7 and Well 6 Arsenic Treatment Systems. Also included for FY 15-16 is a rebuild of City Well No. 4, which was delayed from FY 14/15. Staff proposes that the City focus on completing these projects prior to initiating any significant new projects.

In future years, there are a number of water main replacements and upsizing project needs identified in the Water Master Plan in 2006, for which no funding is currently available. In spite of water rate increases intended to fund some of these ongoing capital needs, projections by the Finance Department show no new funding available for Capital projects after FY 15/16, so many projects fall into the "unfunded" category.

Sewer Collection and Pumping System

The City's sanitary sewer collection is comprised of approximately 29 miles of gravity sewer mains and appurtenances (manholes and cleanouts), and two sewer pumping stations. The estimated replacement value of this system is in excess of \$40 million.

Wastewater is collected at the Morris Street Pump Station and conveyed via a pressurized 'force main' to Llano Road where it enters the collection system for the Subregional Water Reclamation System operated by the City of Santa Rosa. Sebastopol is a partner in the Subregional System, where wastewater treatment occurs. While about 25 percent of the collection system is less than 30 years old, the remaining 75 percent of the system ranges in age from over 30, to nearly 100 years old.

Following the recommendations of a sewer Inflow and Infiltration Study completed in 2011, the City is currently engaged in a systemwide CCTV inspection and smoke testing project to determine critical maintenance, repair and replacement needs in the collection system. Project recommendations and priorities resulting from this project will be incorporated into the Capital Improvement Plan in future years, and the City may determine that other projects have a higher priority than the projects currently listed, which derive from the Sewer Master Plan completed in 2006.

In spite of sewer rate increases intended to fund some of these ongoing capital needs, projections by the Finance Department show no new funding available for Capital projects after FY 15/16, so some projects may fall into the "unfunded" category unless rates are increased to increase capital funding.

The priority sewer project for the early years of this CIP is a relocation of all or a portion of the Zimpher Creek Sewer Main. The first phase proposed is an alternatives analysis, followed by a design and construction phase depending on the selected alternative.

Other planned sewer projects include a series of upsizing and replacements of some of our older sewer mains previously identified in the Sanitary Sewer Master Plan (2006).

Storm Drains

Unlike the Sanitary Sewer and Water infrastructure systems, which are funded through user rates and connection fees, there is no dedicated source of funding for Storm Drain infrastructure construction, maintenance or rehabilitation. Nevertheless, the City owns, operates and maintains an aging system comprising approximately 17 miles of pipelines, drainage inlets and manholes, and assorted open channel creeks and drainage ditches.

The top priority project in the Storm Drains category is the repair of the Valentine Avenue Storm Drain between Brook Haven Court and Zimpher Drive. This large storm drain is in severely deteriorated condition and has been for several years. Public Works has identified this as their top priority. No funding has been identified for this project.

Public Works also recommends that a system-wide CCTV inspection project be done for the Storm Drain system, similar to the process now underway in the sanitary sewer collection system. Such an inspection would result in a list of identified priority repairs to inform future years' CIP.

The remaining projects in the Storm Drains category are mostly those identified in the Storm Drain Master Plan (2006) which address flow and capacity of existing systems to alleviate localized flooding during major storm events.

The current list of projects represents a known funding need in excess of \$3.7 million, mostly from projects identified in the Master Plan Update in 2005. It should be noted that, with minor exceptions, no funding has yet been identified for most of the proposed projects in this category.

Parks

Top priority projects for 15-16 include construction of the SkateGarden Expansion project, an Accessibility improvements and parking in Ives Park and Pool. Other projects include installation of the Occupy Bench and Wayfinding Signage, and fabrication and installation of a sign at Tomodachi Park.

Planning and design of a driveway connection between the Burnett Street and Chamber parking lots has been proposed, but no funding has been identified for this project. Another important

longer-range need for which no funding has been identified is the implementation of the Ives Park Master Plan.

Government Buildings

The main project in this category is a continuation of the ongoing ADA Transition Plan Improvements for City Buildings. This project is fully funded by Community Development Block Grant funding successfully obtained annually by the City, beginning in FY 11/12 to present. Pending completion of architectural designs, the City Council has established improvements at Ives Pool as the first priority for construction.

The second project is a Fourth Bay Addition to the Fire Department building. No funding has been identified for this project.

Energy Efficiency

No new energy efficiency projects have been proposed for the current CIP.

It should be noted, however, that many other projects in this plan, particularly in the Sewer and Water categories, also include energy efficiency improvements to our operating systems, which are incorporated into all of the City's projects to the extent possible, pursuant to long-standing policy direction from the City Council.

ATTACHMENTS

ATTACHMENT 1 - CAPITAL PROJECTS INFORMATION AND FUNDING NEEDS

GOVERNMENT BUILDINGS									
PROJECT INFORMATION					PROJECT COST INFORMATION				
Name	Description	Initial Cost Estimate	Year	ENR CCI INITIAL Year	2015 ENR CCI	2015 PROJECT COST	Notes		
ADA Transition Plan	Design	\$50,000	2015			\$50,000			
ADA Transition Plan	Construction	\$400,986				\$400,986	remaining fund bal through 15/16		
Fire Dept Addition	Fourth Bay Addition	\$800,000	2015			\$800,000			
TOTAL IDENTIFIED PROJECT NEEDS							\$1,250,986		

ATTACHMENT 1 - CAPITAL PROJECTS INFORMATION AND FUNDING NEEDS

PARKS									
PROJECT INFORMATION		PROJECT COST INFORMATION							
Name	Description	Initial Cost Estimate	ENR CCI INITIAL Year	2015 ENR CCI	2015 PROJECT COST	Notes			
Ives Park Accessibility	Construct path, two ADA parking spaces and other improvements between Veterans Building Parking lot and Pool	\$24,000			\$24,000				
Occupy Bench	Circular wood/metal bench in Town Plaza	\$8,400			\$8,400	In Progress, may be completed in 14/15			
Driveway Connection to Chamber Parking Lot	Construct driveway connection between two lots to improve circulation	\$30,700			\$30,700	No Funding Identified			
Skategarden Expansion	Construction	\$675,403			\$675,403	*State Housing Reward Fund (\$134,550)			
Tomodachi/Village Park Improvements	Fabricate and Install Sign	\$15,000			\$15,000				
Ives Park Renovation		\$5,000,000			\$5,000,000				
TOTAL IDENTIFIED PROJECT NEEDS					\$5,753,503				

ATTACHMENT 1 - CAPITAL PROJECTS INFORMATION AND FUNDING NEEDS

STREETS		PROJECT INFORMATION			PROJECT COST INFORMATION			PROJECT ESTIMATES/COST INFORMATION			Notes
Name	Description	Initial Cost Estimate	Estimate Year	ENR CCI INITIAL Year	2015 ENR CCI	2015 PROJECT COST					
Keating Ave Reconstruction	Construction Phase	\$ 249,392	2014	9964.45		\$ 249,392	Design completed in 14-15				
Local Streets Slurry Seals	Construction Phase	\$ 460,000.00	2015			\$ 450,390	Continued from 14-15				
Petaluma-Sebastopol Trail	Planning Grant			N/A		\$ 5,100	City share of local match for Caltrans Sustainable Planning Grant to County Parks Dept				
Traffic Signal Synchronization Study	Coordinate all Traffic Signals	\$ 45,000				\$ 45,000	Funded in CVS Settlement				
Wayfinding Signs (Design Phase)	Provide directional street signs for	\$ 12,000	2015			\$ 12,000					
Bodega Ave Pavement Repairs	High St Intersection	\$ 100,000	2015	9992.34	9,992.34	\$ 100,000					
Local Streets Pavement Rehab		\$ 450,390				\$ 450,390					
Bike Lanes on State Highways	Construction	\$ 1,000,000	2015	9992.34		\$ 1,000,000	ATP application pending 6/1/15				
Pavement Management Program Update	Maintain City database	\$ 5,000				\$ 5,000	City local match share for PTAP 17 and PTAP 19 funding from MTC				
Crosswalk Improvements (Ped signal)	Bodega Avenue at Ragle Road	\$ 200,000	2014	9664.45	9,992.34	\$ 206,785					
Class II Bike Lanes on Local Streets	Morris Street, Laguna Park Way, North Main Street (Healdsburg to Eddie Ln), Bodega Avenue (Washington to Ragle), Covert Lane	\$ 473,200	2014	9664.45	9,992.34	\$ 489,254					
Bikeways on Local Streets - Sharrow	Washington Ave (Bodega to Huntley), Murphy Ave (Huntley to Healdsburg), Valentine Ave, Pleasant Hill Ave N, Bodega Ave (Main to Washington), Ragle Road, Willow Street	\$ 48,500	2014	9664.45	9,992.34	\$ 50,145					
Bikeways on Local Streets - Class III	Various locations in Bike and Ped Master Plan	\$ 5,590	2014	9664.45	9,992.34	\$ 5,780					
McKinley St Sidewalk	Gap Closure	\$ 80,000	2014	9964.45	9,992.34	\$ 80,224					
Intersection Control (Traffic Signal or Other)	SR 116 at McKinley St/Laguna Park Way	\$ 500,000	2015	9992.34	9,992.34	\$ 500,000					
Crosswalk Improvements (Ped signal)	Bodega Avenue at Nelson Way	\$ 50,000	2014	9664.45	9,992.34	\$ 51,696					
Bodega Ave Sidewalk Gap Closure	Golden Ridge Ave to Pleasant Hill Rd	\$ 250,000	2015	9992.34	9,992.34	\$ 250,000					
Class I Bike Paths	Bodega Avenue from Ragle to City Limits; Libby Park, from Washington to Pleasant Hill Ave N	\$ 308,250	2014	9664.45	9,992.34	\$ 318,708	From Bicycle and Pedestrian Master Plan - Costs updated 2014 for Countywide Transp Plan				
Intersection Control (Traffic Signal or Other)	SR 116 at Covert Lane	\$ 2,000,000	2015	9992.34	9,992.34	\$ 2,000,000					
Gravenstein Hwy North Sidewalk	Live Oak to Soll Court	\$ 300,000	2015	9992.34	9,992.34	\$ 300,000					
TOTAL IDENTIFIED PROJECT NEEDS						\$ 6,569,866					

ATTACHMENT 1 - CAPITAL PROJECTS INFORMATION AND FUNDING NEEDS									
PROJECT INFORMATION									
PROJECT ESTIMATES/COST INFORMATION									
Name	Description	Initial Cost Estimate	Estimate Year	ENR CCI INITIAL Year	2015 ENR CCI	2015 PROJECT COST	Notes		
Well No. 6 Arsenic Treatment	Construction Phase	\$ 2,000,000	2015	9992.34	9992.34	\$ 2,000,000	est \$125k/yr x 20 yr beg 1/1/17		
Hayden Ave Watermain Replacement	Replace 4" spiral steel from Pine Crest to McFarlane	\$ 97,800	2012	9175.94	9992.34	\$ 106,501	2005 Master Plan		
Edman Way Watermain Replacement	Replace 4" with 6"	\$ 124,600	2012	9175.94	9992.34	\$ 135,686	2005 Master Plan		
Lillian Way Watermain Replacement	Replace 4" with 6"	\$ 142,000	2012	9175.94	9992.34	\$ 154,634	2005 Master Plan		
14" Watermain Loop Pleasant Hill to Bodega Avenue	Improve Water Pressures and Fire Flow	\$ 2,800,000	2012	9175.94	9992.34	\$ 3,049,121	2005 Master Plan		
First Street Reservoir Painting		\$ 35,000	2013	9437.27	9992.34	\$ 37,059	2005 Master Plan		
Abbott Ave Water Line Replacement	Replace 6" with 8"			9437.27	9992.34	\$ 158,185			
Teresa Court WM Rempacement	Replace 6" with 8" (Upsize for buildout condition)	\$ 236,686	2013	9437.27	9992.34	\$ 250,607			
Grav Hwy N WM Replacement	Replace 6" with 8" AT 699 GHN (Upsize for buildout condition)	\$ 822,898	2011	9027.00	9992.34	\$ 910,898			
Well No. 5 Treatment (GAC)		\$ 500,000	2013	9437.27	9992.34	\$ 529,408			
Grav Hwy S Water Line Replacement	Increase main sizes, Palm to Lynch	\$ 1,100,000	2013	9437.27	9992.34	\$ 1,164,698	2005 Master Plan		
TOTAL IDENTIFIED PROJECT NEEDS							\$ 8,496,798		

ATTACHMENT 1 - CAPITAL PROJECTS INFORMATION AND FUNDING NEEDS									
WASTEWATER		PROJECT INFORMATION			PROJECT COST INFORMATION				
		PROJECT ESTIMATES/COST INFORMATION							
Name	Description	Initial Cost Estimate	Estimate Year	ENR CCI INITIAL Year	2015 ENR CCI	2015 PROJECT COST	Notes		
Sewer Lateral Replacement Assistance Program	Setaside for subsidy program per Riverwatch Settlement	\$40,000	2015			\$40,000	Depends on adoption of a Sewer Lateral Ordinance, tabled by City Council in Spring of 2013.		
Zimpher Creek Sewer Relocation Study	Alternatives Analysis	\$50,000	2015	9992.34	9,992.34	\$50,000			
Petaluma/Fannen Manhole Construction		\$20,000	2015	9992.34	9,992.34	\$20,000			
Zimpher Creek Sewer Relocation (Const)	Project defined by Relocation Study	\$500,000	2015		9,992.34	\$500,000	Pending outcome of Alternatives Analysis - High Priority		
Murphy Ave Sewer Rehabilitation		\$68,100	2012	9175.94	9,992.34	\$74,159	2005 Master Plan		
Eastside Ave Sewer Replacement		\$76,100	2012	9175.94	9,992.34	\$82,871	2005 Master Plan		
Calder Ave Sewer Replacement		\$240,000	2012	9175.94	9,992.34	\$261,353	2005 Master Plan		
Police Station Sewer Replacement		\$210,000	2012	9175.94	9,992.34	\$228,684	2005 Master Plan		
Flynn St Sewer Relocation	Divert flows to Laguna Park Way and Morris Street (eliminate main under Skate Park property)	\$221,400	2012	9175.94	9,992.34	\$241,098	2005 Master Plan		
High St Sewer Replacement		\$190,500	2012	9175.94	9,992.34	\$207,449	2005 Master Plan		
TOTAL IDENTIFIED PROJECT NEEDS						\$1,705,615			
<p>Pending completion of the CCTV inspection and smoke testing of the collection system, in progress in FY 14-15 and 15-16, additional project needs may be identified. At that time the City should reconsider the priorities above, established in the 2005 master plans.</p>									

ATTACHMENT 1 - CAPITAL PROJECTS INFORMATION AND FUNDING NEEDS

PROJECT INFORMATION										PROJECT COST INFORMATION				
Name	Description	Initial Cost Estimate	Year	ENR CCI INITIAL Year	2015 ENR CCI	2015 PROJECT COST	Notes							
Valentine Avenue SD Repair	Between BH Court/Zimpher	\$ 229,219	2014	9664	9992.34	\$237,007	PW Priority Project							
Storm Drain CCTV Inspection	Condition Investigation, Needs assessment	\$ 500,000	2015	9992.34	9992.34	\$500,000	PW Priority Project							
Calder Creek Watershed SD Improvements	Various upgades described in Master Plans	\$ 416,801	2014	9664	9992.34	\$430,962	2005 Master Plans							
Witter Creek SD	Various upgades described in Master Plans	\$ 341,308	2014	9664	9992.34	\$352,904	2005 Master Plans							
Atascadero Creek SD	Various upgades described in Master Plans	\$ 246,317	2014	9664	9992.34	\$254,686	2005 Master Plans							
Grav Hwy S SD	Between Fircrest and Lynch to Hazel Cotter Ct Outfall; described in Master Plans	\$ 820,361	2014	9664	9992.34	\$848,233	2005 Master Plans							
Healdsburg Conduit Upgrade	Upsize lines in Laguna Park Way and Morris Street; described in Master Plan	\$ 685,169	2014	9664	9992.34	\$708,448	2005 Master Plans							
Palm Avenue Conduit Upgrade	Upsize lines in Palm & Petaluma Ave	\$ 379,362	2014	9664	9992.34	\$392,251	2005 Master Plans							
TOTAL IDENTIFIED PROJECT NEEDS												\$3,724,49		

ATTACHMENT 2												
Revenue Projections for CIP - Developer Impact Fees												
REVENUE PROJECTIONS FOR CAPITAL IMPROVEMENT PROGRAM - DEVELOPMENT FEES IN EFFECT JANUARY 2015												
FISCAL YEAR	CONNECTION FEES			DEVELOPER IMPACT FEES					ANNEXATION FEES			
	Sewer	Water	Housing Linkage	Park In Lieu	Waste-water Retrofit	Traffic Impact	Under-ground In-Lieu	Water	Sewer	Fire	Police	
15/16												
CVS	9,218	19,510	32,881	0	0	15,650	0	0	0	0	0	0
French Garden Inn	6,802	9,950		50,700	1,040	9,352						
Pellascini Mixed Use	101,760	67,070	28,720	41,600	16,320	36,648						
Assumed 1-br SDU (2 each)	11,400	2,140	0	6,500	2,080	4,628						
Assumed 3-br SFD (2 each)	12,720	8,070	0	39,000	4,080	8,080						
Barlow-Coop Deferred Fees*	13,793	17,801	18,443	0	0	10,822						
TOTAL 15/16	260,139	189,341	118,940	228,800	52,080	160,253	0					
16/17												
Barlow Hotel	88,350	16,616	0	161,200	0	24,242						
Chase Bank	9,218	19,510	8,320	0	0	10,844						
Assumed 1-br SDU (2 each)	11,400	2,140	0	6,500	2,080	4,628						
Assumed 3-br SFD (2 each)	12,720	8,070	0	39,000	4,080	8,080						
Barlow-Coop Deferred Fees*	13,793	17,801	18,443	0	0	10,822						
TOTAL 16/17	135,481	64,137	26,763	206,700	6,160	58,616	0	0	0	0	0	0
17/18												
Cypress Heights	89,040	56,490	0	91,000	28,560	56,560		4,266	4,638	1,350	1,050	
Assumed 1-br SDU (2 each)	11,400	2,140	0	6,500	2,080	4,628						
Assumed 3-br SFD (2 each)	12,720	8,070	0	39,000	4,080	8,080						
Barlow-Coop Deferred Fees*	3,448	4,450	3,066	0	0	2,706						
TOTAL 17/18	116,608	71,150	3,066	136,500	34,720	71,974	0	4,266	4,638	1,350	1,050	
FY Unknown												
Laguna Vista	931,071	597,820	0	899,660	282,120	574,921						
*Barlow-Coop Fee Deferral Agreement runs through September 2018.												
Notes: Based on approved and pending projects and projects under construction as of January 2015, included in spreadsheet file titled DEVELOPMENT IMPACT FEES CALCULATOR												
Updated: Apr 27, 2015												
Not intended as a calculation of exact fees applicable to any individual development.												

ATTACHMENT 3

Project Information for Revenue Projections UPDATED: Monday, April 27, 2015

PROJECT STATUS	Project Name	Street Address	Single Family Residential			Multi-Family Residential			Office and Comm'l, SF	Transient Lodging Units	Annexations (Area, Ac)
			1BR	2BR	3BR	1BR	2BR	3BR			
	FY 15/16										
Plan Check	Pellascini Mixed Use	961 Gravenstein Hwy S		8				8,000			
Plan Check	CVS	6877 Sebastopol Ave						15,808			
Design	French Garden Inn	8060 Bodega Ave							18		
	TOTALS		0	8	0	0	0	23,808	18	0	0
	16/17										
Planning App	Barlow Hotel	100 Morris St							50		
Future Const	Chase Bank	6877 Sebastopol Ave						4,000			
	TOTALS		0	0	0	0	0	4,000	50	0	0
	FY 16/17										
Subd Approved	Cypress Heights Subdivision	160 Pleasant Hill Ave N			14						1.5
	TOTALS		0	0	14	0	0	0	0	0	2
	FY UNKNOWN										
Future	Laguna Vista	Hazel Cotter Court	8		115	12	11				
	TOTALS		8	0	115	12	11	7	0	0	0

ATTACHMENT 4 - CIP SUMMARY		FIVE-YEAR CAPITAL PROGRAM					ESTIMATED PROJECT COST (2015)	Project Expenses through FY14/15 (est/ actual)	Project Manager	Funding Source	Fund Number
Project Title		2015-16	2016-17	2017-18	2018-19	2019-20					
GOVERNMENT BUILDINGS											
ADA Transition Plan (Architectural Design)	Community Development Block Grant	50,000					3,067	Engineering		803	
ADA Transition Plan (Construction Phase I)	Community Development Block Grant		200,986	100,000				Engineering		803	
Fire Station 4th Bay Addition	General Fund						800,000	Fire			
Total Government Buildings		50,000	200,986	100,000	- 0	100,000	3,067			800,000	
PARKS											
Occupy Bench	Park in lieu Fees, Donations	8,400					- 0	Planning		860 / Donati	
Ives Park Accessibility	Park in lieu Fees	24,000						Planning		860	
Driveway Connection to Chamber Parking Lot		- 0						Planning		30,700	
Skategarden Expansion	Skate Park Donations, Park in lieu Fees, Other Grants	675,403					15,770	Planning		860, 749, 82	
Tomodachi/Village Park-Fabricate and Install Sign	Park in lieu Fees / Open Space Grant	15,000					- 0	Planning		860 / 827	
Ives Park Renovation							5,000,000	Planning		5,000,000	
Total Parks and Recreation Projects		722,803	- 0	- 0	- 0	722,803	15,770				
TRANSPORTATION - PAVEMENT PROGRAM											
Pavement Management Plan Update (PTAP '15)	Special Sales Tax Pavement Reserve	- 0					3,995	Engineering		761	
Keating Avenue Reconstruction (PSE Phase)	Special Sales Tax Pavement Reserve	21,879					18,378	Engineering		761	
Keating Avenue Reconstruction (Const Phase)	OBAG - STPL-5123(015)	249,392					- 0	Engineering		212	
Local Streets Rehabilitation (2015)	Measure M, Special Sales Tax Pavement Reserve	450,390					9,532	Engineering		003, 761	
Bodega Ave/High St Intersection Pavement Repairs	Special Sales Tax Pavement Reserve	100,000	100,000				- 0	Engineering			
Local Streets Rehabilitation (2017)	Special Sales Tax Pavement Reserve	400,000	400,000				- 0	Engineering		003/761	
PMP Update (2017)	Special Sales Tax Pavement Reserve	5,000		5,000			- 0	Engineering		761	
Local Streets Rehabilitation (2019)	Special Sales Tax Pavement Reserve	400,000		400,000			- 0	Engineering		003/761	
PMP Update (2019)	Special Sales Tax Pavement Reserve	5,000					- 0	Engineering		761	
Total Pavement Program Projects		1,631,661	500,000	5,000	400,000	5,000	31,905				
TRANSPORTATION - BIKE & PED, SAFETY, OTHER											
Bike Lanes on SR 116 (Design, Env., Permitting)	Traffic Impact Fund, TDA Article 3	25,443					81,912	Engineering		217, 870	

ATTACHMENT 4 - CIP SUMMARY		FIVE-YEAR CAPITAL PROGRAM							ESTIMATED PROJECT COST (2015)	Project Expenses through FY14/15 (est/actual)	Project Manager	Funding Source	
		2015-16	2016-17	2017-18	2018-19	2019-20	5-year Total (FY 2015-16 through FY 2019-20)	Fund Number					
Petaluma/Sebastopol Trail Feasibility Study		6,564					6,564	6,564		County of Sonoma	Traffic Impact Fund	-0	870
Traffic Signal Synchronization Study		45,000					45,000	45,000		Engineering	CVS Settlement Agreement	-0	870
Wayfinding Signs (Design)		12,000					12,000	12,000		Planning	Traffic Impact Fund	-0	870
Bike Lanes on SR 116 (Construction)		200,000	800,000				1,000,000	1,000,000		Engineering	Traffic Impact Fund, ATP Grant	-0	870
Class 2 Bike Lanes on Local Streets			489,254				489,254	489,254		Engineering	Traffic Impact Fund, Grants	-0	
Bikeways on Local Streets - Sharrow			50,145				50,145	50,145		Engineering	Traffic Impact Fund, Grants	-0	
Bikeways on Local Streets - Class 3 / Signage			5,780				5,780	5,780		Engineering	Traffic Impact Fund, Grants	-0	
Crosswalk Impr - Bodega and Ragle									206,785	Engineering	Traffic Impact Fund, Grants	206,785	
Crosswalk Impr - Bodega and Nelson									51,696	Engineering	Traffic Impact Fund, Grants	51,696	
Bodega Ave Sidewalk Gap Closure (between Golden Ridge and PHAN)					250,000			250,000		Engineering	Traffic Impact Fund, Grants	-0	
McKinley St Sidewalk Gap Closure					80,224			80,224		Engineering	Traffic Impact Fund, Grants	-0	
Grav Hwy N Sidewalk Gap Closure (between Live Oak and Soll Ct)									300,000	Engineering	Traffic Impact Fund, Grants	300,000	
Intersection Control - SR116 at McKinley Street									500,000	Engineering	Traffic Impact Fund, Grants	500,000	
Intersection Control - SR 116 at Covert Lane									2,000,000	Engineering	Traffic Impact Fund, Grants	2,000,000	
Total Bike & Ped, Safety Projects		289,007	800,000	545,179	330,224	-0	1,964,410		5,022,891			3,058,481	
WATER SYSTEM													
Well 6 Arsenic Treatment (Planning Phase)		291,000					291,000	291,000	291,000	Public Works	State Revolving Fund Loan	-0	511
Well 7 Arsenic Treatment (Construction)		675,000					675,000	675,000	675,000	Public Works	Muni Financing Loan	-0	512
Well 6 Arsenic Treatment (Construction)			82,000,000						2,000,000	Public Works	State Revolving Fund Loan	-0	xxx
Hayden Ave Water Line Replacement				106,501			106,501	106,501	106,501	Engineering	Water Capital Funds	-0	511
Edman Way Water Line Replacement				135,686			135,686	135,686	135,686	Engineering	Water Capital Funds	-0	511
Lillian Way Water Replacement				154,634			154,634	154,634	154,634	Engineering	Water Capital Funds	-0	511
14" Main Loop Pleasant Hill to Bodega				3,049,121			3,049,121	3,049,121	3,049,121	Engineering	Water Capital Funds	3,049,121	
First Street Reservoir Painting				37,059			37,059	37,059	37,059	Engineering	Water Capital Funds	-0	511
Abbott Ave Water Line Replacement				158,185			158,185	158,185	158,185	Engineering	Water Capital Funds	-0	511
Teresa Court Water Line Replacement				250,607			250,607	250,607	250,607	Engineering	Water Capital Funds	-0	511
Grav Hwy N Water Main Replacement				910,898			910,898	910,898	910,898	Engineering	Water Capital Funds	910,898	
Well No. 5 Treatment System				529,408			529,408	529,408	529,408	Engineering	Water Capital Funds	529,408	
Grav Hwy S Water Line Replacement				1,164,698			1,164,698	1,164,698	1,164,698	Engineering	Water Capital Funds	1,164,698	
Total Water Projects		966,000	2,000,000	396,821	445,851	-0	3,808,672		9,462,797			5,654,125	
SEWER SYSTEM													
Lateral Replacement Assistance Program		40,000					40,000	40,000	40,000	Engineering	Techlite Settlement	-0	731
CCTV Inspection of Sewer System		479,475					479,475	479,475	479,475	Engineering	Sewer Ops, Connection Fees	-0	421
Sewer System Management Plan		13,385					13,385	13,385	13,385	Public Works	Techlite Settlement	-0	731

ATTACHMENT 4 - CIP SUMMARY		FIVE-YEAR CAPITAL PROGRAM							ESTIMATED PROJECT COST (2015)	Project Expenses through FY14/15 (est/ actual)	Project Manager	Funding Source	2015-16	2016-17	2017-18	2018-19	2019-20	5-year Total (FY 2015-16 through FY 2019-20)	Fund Number
Project Title	Funding Source	2015-16	2016-17	2017-18	2018-19	2019-20	5-year Total (FY 2015-16 through FY 2019-20)												
Zimpher Creek Sewer Relocation Study	Sewer Ops, Connection Fees	50,000						50,000	Engineering	Connection Fees	Sewer Ops, Connection Fees	50,000					50,000	-0	421
Zimpher Creek Sewer Relocation (Design & Construction)	Sewer Ops, Connection Fees	500,000	500,000					500,000	Engineering	Connection Fees	Sewer Ops, Connection Fees	500,000					500,000	-0	421
Petaluma/Famen Sewer Manhole Construction	Sewer Ops, Connection Fees	20,000						20,000	Public Works	Connection Fees	Sewer Ops, Connection Fees	20,000					20,000	-0	421
Murphy Ave Sewer Rehabilitation	Sewer Ops, Connection Fees	74,159		74,159				74,159	Engineering	Connection Fees	Sewer Ops, Connection Fees	74,159					74,159	-0	421
Eastside Ave Sewer Replacement	Sewer Ops, Connection Fees	82,871		82,871				82,871	Engineering	Connection Fees	Sewer Ops, Connection Fees	82,871					82,871	-0	421
Calder Ave Sewer Replacement	Sewer Ops, Connection Fees	261,353			261,353			261,353	Engineering	Connection Fees	Sewer Ops, Connection Fees	261,353					261,353	-0	421
Police Station Sewer Replacement	Sewer Ops, Connection Fees	228,684			228,684			228,684	Engineering	Connection Fees	Sewer Ops, Connection Fees	228,684					228,684	-0	421
Flynn Street Sewer Replacement	Sewer Ops, Connection Fees	241,098			241,098			241,098	Engineering	Connection Fees	Sewer Ops, Connection Fees	241,098					241,098	-0	421
High Street Sewer Replacement	Sewer Ops, Connection Fees	207,449			207,449			207,449	Engineering	Connection Fees	Sewer Ops, Connection Fees	207,449					207,449	-0	421
Total Wastewater Projects		602,860	500,000	157,030	490,037	448,547	2,198,474	2,198,474	37,187			500,000	4,000,986	1,204,030	1,666,112	553,547	10,777,006	-0	
STORM DRAIN SYSTEM																			
Valentine Avenue Storm Drain Repair	General Fund	237,007						237,007	Engineering		General Fund						-0	237,007	
Storm Drain System-wide CCTV Inspection	General Fund	500,000						500,000	Engineering		General Fund						-0	500,000	
Calder Creek Watershed SD Improvements	General Fund	430,962						430,962	Engineering		General Fund						-0	430,962	
Witter Creek Storm Drain Improvements	General Fund	352,904						352,904	Engineering		General Fund						-0	352,904	
Atascadero Creek Storm Drain Improvements	General Fund	254,686						254,686	Engineering		General Fund						-0	254,686	
Gravenstein Hwy South Storm Drain Improvements	General Fund	848,223						848,223	Engineering		General Fund						-0	848,223	
Healdsburg Conduit Upgrade	General Fund	708,448						708,448	Engineering		General Fund						-0	708,448	
Palm Avenue Conduit Upgrade	General Fund	302,251						302,251	Engineering		General Fund						-0	302,251	
Total Storm Drain Projects		\$ 3,634,481	-0	-0	-0	-0	28,954,793	3,352,331	879,841			4,000,986	1,204,030	1,666,112	553,547	10,777,006	-0	3,634,481	
TOTAL ALL PROJECTS																			13,147,087

ATTACHMENT 5 - FUNDING PROJECTIONS AND PROGRAMMING BY CATEGORY											
PARKS CIP											
		Estimated FY	2015	2016	2017	2018	2019	2020			
			Budget FY	Budget FY	Budget FY	Budget FY	Budget FY	Budget FY			
Funds Available											
Beginning cash balance (3/31/15)				\$946,973.63	\$452,970.63	\$659,670.63	\$796,170.63	\$796,170.63			
860 Park-in-iteu Fund		\$386,702.93									
749 Skate Park Donations		\$22,730.00									
221 Laguna Preserve OSD Grant		\$1,278.80									
827 Village Park OSD Grant		\$1,188.90									
Housing Set-aside Reward Fund Grant		\$516,403.00									
Misc. Donations (Occupy Bench)		\$2,900.00									
Revenues											
Park-in-iteu fees			\$228,800.00		\$206,700.00	\$136,500.00					
Total Cash Available		\$931,203.63	\$1,175,773.63	\$659,670.63	\$796,170.63	\$796,170.63	\$796,170.63	\$796,170.63			
Projects/Expenditures											
Occupy Bench		\$0.00	(\$8,400.00)		\$0.00	\$0.00	\$0.00	\$0.00			NO FUNDING IDENTIFIED
Ives Park Accessibility		\$0.00	(\$24,000.00)		\$0.00	\$0.00	\$0.00	\$0.00			
Driveway Connection to Chamber Parking Lot		\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00			\$30,700.00
Skategarden Expansion		\$15,770.00	(\$675,403.00)		\$0.00	\$0.00	\$0.00	\$0.00			
Tomodachi/Village Park-Fabricate and Install Sign		\$0.00	(\$15,000.00)		\$0.00	\$0.00	\$0.00	\$0.00			
Ives Park Renovation		\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00			\$5,000,000.00
Cash Balance		\$946,973.63	\$452,970.63	\$659,670.63	\$796,170.63	\$796,170.63	\$796,170.63	\$796,170.63			\$5,030,700.00

ATTACHMENT 5 - FUNDING PROJECTIONS AND PROGRAMMING BY CATEGORY									
TRANSPORTATION - PAVEMENT PROGRAM									
	Estimated FY 2015	Budget FY 2016	Budget FY 2017	Budget FY 2018	Budget FY 2019	Budget FY 2020			
Funds Available									
Beginning cash balance (3/31/15)		\$848,511.34	\$426,242.34	\$126,242.34	\$321,242.34	\$121,242.34			
003 Countywide ST (Measure M - LSR)	\$224,464.79								
761 Special ST Pavement Reserve	\$449,046.55								
Revenues									
003 Measure M (1415 Q3&4)	\$25,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00			
Transfers in from Special ST*	\$150,000.00	\$0.00	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00			
212 Federal-aid Grant		\$249,392.00	0	0	0	0			
Total Cash Available	\$848,511.34	\$1,147,903.34	\$626,242.34	\$326,242.34	\$521,242.34	\$321,242.34			
Projects/Expenditures									
Pavement Management Plan Update (PTAP 15)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			NO FUNDING IDENTIFIED
Keating Avenue Reconstruction (PSE Phase)		(\$21,879.00)	\$0.00	\$0.00	\$0.00	\$0.00			
Keating Avenue Reconstruction (Const Phase)		(\$249,392.00)	\$0.00	\$0.00	\$0.00	\$0.00			
Local Streets Rehabilitation (2015)		(\$450,390.00)	\$0.00	\$0.00	\$0.00	\$0.00			
Bodega Ave/High St Intersection Pavement Repairs		\$0.00	(\$100,000.00)	\$0.00	\$0.00	\$0.00			
Local Streets Rehabilitation (2017)		\$0.00	(\$400,000.00)	\$0.00	\$0.00	\$0.00			
PMP Update (2017)		\$0.00	\$0.00	(\$5,000.00)	\$0.00	\$0.00			
Local Streets Rehabilitation (2019)		\$0.00	\$0.00	\$0.00	(\$400,000.00)	\$0.00			
PMP Update (2019)		\$0.00	\$0.00	\$0.00	\$0.00	(\$5,000.00)			
Cash Balance	\$848,511.34	\$426,242.34	\$126,242.34	\$321,242.34	\$121,242.34	\$316,242.34			\$0.00
*14/15 includes budgeted transfer from 001 SST of \$150,000; Transfer from SST is not included in proposed 15/16 budget; Transfer from SST Assumed for FY 2017 through 2020									
City risks losing Measure M revenues if Maintenance of Effort Provisions in Co-op Agreement are not met through continuing commitment of local funding.									

ATTACHMENT 5 - FUNDING PROJECTIONS AND PROGRAMMING BY CATEGORY									
TRANSPORTATION - BIKE/PED, SAFETY, OTHER									
	Estimated FY 2015	Budget FY 2016	Budget FY 2017	Budget FY 2018	Budget FY 2019	Budget FY 2020			
Funds Available									
Beginning cash balance (3/31/15)		\$1,060,925.87	\$947,061.87	\$1,090,787.87	\$617,582.87	\$287,358.87			
870 Traffic Impact Fund	\$979,013.87								
Other									
Revenues									
870 Traffic Impact Fees	\$0.00	\$175,143.00	\$43,726.00	\$71,974.00	\$0.00	\$0.00			
Other - ATP GRANT PENDING		\$0.00	\$900,000.00	\$0.00	\$0.00	\$0.00			
Total Cash Available	\$979,013.87	\$1,236,068.87	\$1,890,787.87	\$1,162,761.87	\$617,582.87	\$287,358.87			
Projects/Expenditures									
Bike Lanes on SR 116 (Design, Env., Permitting)	\$81,912.00	(\$25,443.00)	\$0.00	\$0.00	\$0.00	\$0.00			NO FUNDING IDENTIFIED
Petaluma/Sebastopol Trail Feasibility Study	\$0.00	(\$6,564.00)	\$0.00	\$0.00	\$0.00	\$0.00			
Traffic Signal Synchronization Study	\$0.00	(\$45,000.00)	\$0.00	\$0.00	\$0.00	\$0.00			
Wayfinding Signs (Design)	\$0.00	(\$12,000.00)	\$0.00	\$0.00	\$0.00	\$0.00			
Bike Lanes on SR 116 (Construction)	\$0.00	(\$200,000.00)	(\$800,000.00)	\$0.00	\$0.00	\$0.00			
Class 2 Bike Lanes on Local Streets	\$0.00	\$0.00	\$0.00	(\$489,254.00)	\$0.00	\$0.00			
Bikeways on Local Streets - Sharrows	\$0.00	\$0.00	\$0.00	(\$50,145.00)	\$0.00	\$0.00			
Bikeways on Local Streets - Class 3 / Signage	\$0.00	\$0.00	\$0.00	(\$5,780.00)	\$0.00	\$0.00			
Crosswalk Impr - Bodega and Ragle	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$206,785.00
Crosswalk Impr - Bodega and Nelson	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$51,696.00
Bodega Ave Sidewalk Gap Closure (between Golden Ridge and PHAN)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
McKinley St Sidewalk Gap Closure	\$0.00	\$0.00	\$0.00	\$0.00	(\$250,000.00)	\$0.00			
Grav Hwy N Sidewalk Gap Closure (between Live Oak and Soil Ct)	\$0.00	\$0.00	\$0.00	\$0.00	(\$80,224.00)	\$0.00			
Intersection Control - SR116 at McKinley Street	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$300,000.00
Intersection Control - SR 116 at Covert Lane	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$500,000.00
Cash Balance	\$1,060,925.87	\$947,061.87	\$1,090,787.87	\$617,582.87	\$287,358.87	\$287,358.87			\$3,058,481.00

ATTACHMENT 6 WATER AND SEWER OPERATIONS FUND PROJECTIONS (CONTRIBUTED CAPITAL)									
Water Utility - Operations Fund									
Fund 510	Estimated FY 2015	Budget FY 2016	Budget FY 2017	Budget FY 2018	Budget FY 2019	Budget FY 2020			
Funds Available									
Beginning cash balance	\$565,952.00	\$565,952.00	\$565,958.83	\$307,560.69	(\$250,501.32)	(\$1,050,912.69)			
Revenues									
Revenues	\$2,008,385.00	\$2,079,908.00	\$1,975,912.60	\$1,877,116.97	\$1,783,261.12	\$1,694,098.07			
Others	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
Total Cash Available	\$2,574,337.00	\$2,645,860.00	\$2,541,871.43	\$2,184,677.66	\$1,532,759.80	\$643,185.38			
Uses of Funds									
Operations & maintenance budget	(\$1,334,503.00)	(\$1,676,439.00)	(\$1,793,789.73)	(\$1,919,355.01)	(\$2,053,709.86)	(\$2,197,469.55)			
Debt Service*	(\$291,144.00)	(\$284,811.00)	(\$347,311.00)	(\$409,811.00)	(\$409,811.00)	(\$409,811.00)			
Transfer to CIP	(\$382,738.00)	(\$68,358.00)	\$0.00	\$0.00	\$0.00	\$0.00			
Transfer to Reserve**	\$0.00	(\$50,293.17)	(\$93,210.01)	(\$106,012.97)	(\$120,151.62)	(\$135,750.22)			
Total Uses	(\$2,008,385.00)	(\$2,079,901.17)	(\$2,234,310.74)	(\$2,435,178.98)	(\$2,583,672.49)	(\$2,743,030.77)			
Net Budgetary Result	\$565,952.00	\$565,958.83	\$307,560.69	(\$250,501.32)	(\$1,050,912.69)	(\$2,099,845.40)			
*Debt Service includes existing as of FY 14/15 plus \$125,000/year for pending SRF loan for Well 6, beginning in mid-year 16/17									
**Increase 3% per year in FY16, then 5% per year starting FY 17. Goal is 25% of O&M in FY 2021									
CUM RESERVE	\$50,293.17	\$143,503.18	\$249,516.15	\$369,667.78	\$505,418.00				
% of O&M	(3%)	(8%)	(13%)	(18%)	(23%)				

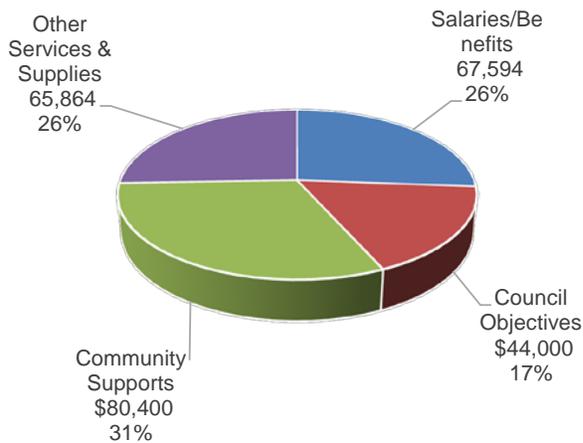
SUMMARY CITY COUNCIL

FUNDING SOURCES	FUNDING SOURCES 2014-15	FUNDING SOURCES 2015-16
Water Fund	\$ 22,711	\$ 24,979
Sewer Fund	26,496	29,142
General Fund	200,851	203,737
TOTAL REVENUE	250,058	257,858

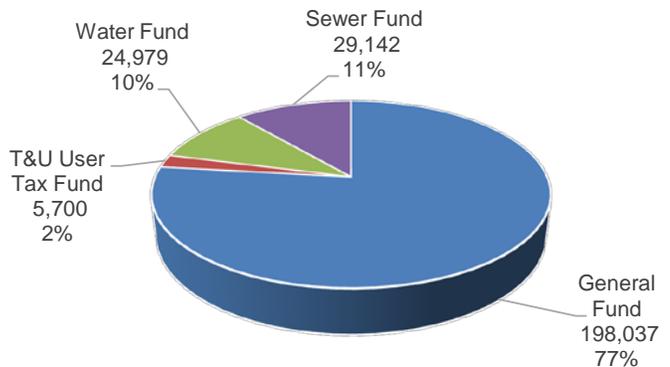
EXPENSE	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$ INCR/ (DECR)	% INCR/ (DECR)
Salaries & Benefits^a	62,810	70,129	67,594	(2,535)	-3.6%
Communications	1,970	2,200	2,200	-	0.0%
Supplies & Services	6,096	7,550	7,550	-	0.0%
Training/Meetings	6,691	10,000	10,000	-	0.0%
Dues & Subscriptions	26,721	30,000	30,000	-	0.0%
REMIF Insurance	3,884	4,579	5,414	835	18.2%
Community Supports	56,400	56,300	80,400	24,100	42.8%
Council Objectives	49,377	56,000	44,000	(12,000)	-21.4%
Miscellaneous/Other Expenses	1,747	8,500	5,000	(3,500)	-41.2%
Capital Outlay	5,111	4,800	5,700	900	18.8%
TOTAL EXPENSE	\$ 220,807	\$ 250,058	\$ 257,858	\$ 7,800	3.1%

^a Salaries: Includes stipend pay, Benefits: Includes health, dental, vision, medicare, life insurance

City Council Expenditures



Cost Allocation



**Detail - City Council
Budget Expenditures**

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6010-6010	Salaries ¹	19,800	21,378	21,600	21,600	21,092
000-6010-6023	Benefits ²	41,566	41,432	46,950	46,950	44,923
000-6010-6443	Retiree Medical Insurance	1,579	-	1,579	1,579	1,579
000-6010-6025	Communications	200	1,970	2,200	2,200	2,200
000-6010-6030	Office Supplies	2,500	3,976	4,800	4,800	4,800
000-6010-6050	Misc. Supplies / Services	1,425	2,120	2,750	2,750	2,750
000-6010-6060	Training/Conferences	4,000	4,486	6,500	6,500	6,500
000-6010-6065	Meetings & Teen Center Use	1,500	2,205	3,500	3,500	3,500
000-6010-6070	Dues / Subscriptions	16,000	21,369	22,500	22,500	22,500
000-6010-6320	Publication / Legal Notice	5,750	5,352	7,500	7,500	7,500
000-6010-6425	REMIF Liab., Prop, Flood Ins.	3,877	3,884	4,579	4,579	5,414
000-6010-6865	Beverage Container Program	5,000	5,000	5,000	5,000	-
000-6010-6868	Council Approved Initiatives	3,200	1,747	2,500	2,500	2,500
000-6010-6874	Community Support (see detail)	23,500	56,400	56,300	56,300	80,400
000-6010-8015	Technology Maintenance	400	-	1,000	1,001	2,500
Total Operation		130,297	171,319	189,258	189,259	208,158
000-6010-6866	Communtiy Outreach Coordinator ³	-	29,298	38,000	38,000	-
000-6010-6867	Diamond Lumber Renovation	-	79	-	-	-
000-6010-7030	Library/City Hall Landscaping	-	20,000	-	-	24,000
000-6110-6050	Miscellaneous - Cittaslow	-	-	18,000	18,000	20,000
Total Council Objectives		-	49,377	56,000	56,000	44,000
001-6010-6972	Photocopier Lease	3,841	5,111	4,800	5,700	5,700
TOTAL DEPARTMENT		134,138	225,807	250,058	250,959	257,858
000-6010-3510	Water Fund Allocation - 12%	(12,378)	(21,047)	(22,711)	(22,711)	(24,979)
000-6010-3420	Sewer Fund Allocation - 14%	(14,441)	(24,555)	(26,496)	(26,496)	(29,142)
General Fund Cost Allocation - 74%		103,478	175,094	196,051	196,052	198,037

¹ Salaries: Includes stipend pay

² Benefits: Includes health, dental, vision, medicare, life insurance

³ Cost for this item has been moved to City Managers' budget

**Detail - Community Support
Budget Expenditures**

Description	2012/13 Actual	2013/14 Actual	2014/15 Adjusted Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
ANA 16 Analy Student Club Operation	-	500	400	400	-
Community and Family Service Agency	-	5,000	5,000	5,000	5,000
LANTERN Library Assoc-New Techno-Current Regional Entiy	-	5,000	5,000	5,000	5,000
MRM01 Mr. Music Foundation	-	5,000	5,000	5,000	5,000
REP02 Performing Arts - Main Stage West	-	2,500	2,500	2,500	-
REB01 Rebuilding Together Sebastopol	-	2,500	2,500	2,500	2,500
BUR07 Sebastopol Area (Burbank) Senior Center	2,000	5,000	5,000	5,000	5,000
SEB04 Sebastopol Center for the Arts	3,800	7,500	7,500	7,500	32,500
SEB01 Chamber of Commerce	2,500	5,000	5,000	5,000	5,000
SEB03 Sebastopol Community Cultural Center	11,300	-	-	-	-
Sebastopol Entrepreneurs Project	-	-	-	-	2,000
Sebastopol Farmers Market	-	-	-	-	2,000
SEB60 SCCC TeensWork Program	-	2,400	2,400	2,400	2,400
SEB11 SUSD Rainbow House	1,900	4,000	4,000	4,000	4,000
Sebastopol Village Building Convergence	-	2,000	2,000	2,000	-
SEB28 World Friends - Sister City Exchanges	1,000	2,500	2,500	2,500	2,500
Slow Food Russian River	-	4,500	4,500	4,500	4,500
WES06 Western SoCo Historical Society	1,000	3,000	3,000	3,000	3,000
Total	\$ 23,500	\$ 56,400	\$ 56,300	\$ 56,300	\$ 80,400

Detail - Cittaslow
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6110-6050	Miscellaneous - Cittaslow ¹	-	17,837	18,000	18,000	20,000

¹ Funds supporting Cittaslow will be spent on as follows:

Park Once and Walk Initiative	7,930
Federal Technical Assistance Program	1,600
Eco-Tourism Campaign	8,240
Feasibility Study for Laguna Observation Tower	1,200
Time Bank Needs Assessment	1,030
	<hr/>
	20,000

City Council

The City Council is the five member policy and legislative authority body of the City. The City of Sebastopol City Council operates under the Council-Manager form of government, with five Council members elected at-large for staggered four year terms. The City Council, through the administrative authority of the City Manager, is responsible for the operation of the City, by setting policies and adopting City-wide goals and priorities. The City Council formulates policies in the form of motions, resolutions, and ordinances which reflect the best interests, needs and priorities for the citizens and businesses of Sebastopol as well as the visitors to the City of Sebastopol. The City Council budget reflects the costs associated with supporting the Council's activities and providing for the operations of the City. The City Council appoints the City Manager, the City Attorney, and the City Clerk, who report directly to the City Council. The City Council also appoints the members of the City's advisory commissions and committees. The City Council meets twice a month in regular session, conducts special meetings and study sessions as needed, and attends regional coordination meetings with other local government agencies. The City Council also conducts Town Hall Meetings on matters of interest to the citizens of Sebastopol.

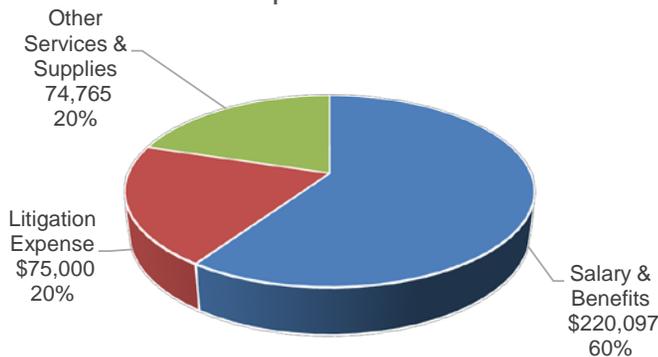
SUMMARY - CITY MANAGER/ATTORNEY

FUNDING SOURCES	FUNDING SOURCES	FUNDING SOURCES
	2014-15	2015-16
Water Fund	\$ 44,628	\$ 44,312
Sewer Fund	40,446	41,504
General Fund	300,403	284,045
TOTAL REVENUE	385,477	369,862

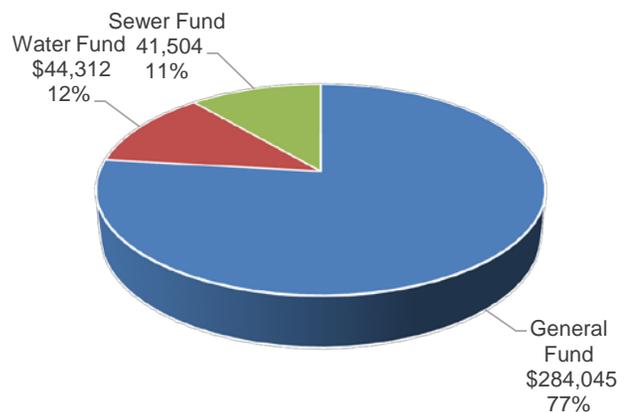
EXPENSE	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$ INCR/ (DECR)	% INCR/ (DECR)
Salaries & Benefits ^a	194,718	202,223	220,097	17,874	8.8%
Communications	2,185	2,200	2,400	200	9.1%
Services & Supplies	2,970	4,400	4,350	(50)	-1.1%
Training/Meetings	858	2,350	2,500	150	6.4%
Dues & Subscriptions	148	300	300	-	0.0%
Litigation Expense	328,710	150,000	75,000	(75,000)	-50.0%
Contracted Services	2,047	3,000	43,000	40,000	1333.3%
REMIF Insurance	11,062	13,504	15,965	2,461	18.2%
Miscellaneous/Others Expenses	850	2,000	3,250	1,250	62.5%
Capital Outlay	27,590	5,500	3,000	(2,500)	-45.5%
TOTAL EXPENSE	\$ 571,138	\$ 385,477	\$ 369,862	\$(15,615)	-4.1%

^a Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay
 Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

City Manager/Attorney
Expenditures



Cost Allocation



**Detail - City Manager
Budget Expenditures**

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6020-6010	Salaries ¹	65,017	107,635	109,584	109,584	116,817
000-6020-6016	Vehicle Allowance	1,750	-	-	-	-
000-6020-6023	Benefits ²	25,162	32,299	36,639	36,639	42,681
000-6020-6090	Retirement Health Savings Plan	-	-	2,810	2,810	2,810
000-6020-6443	Retiree Medical Insurance	4,582	4,582	4,582	4,582	4,582
000-6020-6025	Communications	-	2,185	2,200	2,200	2,400
000-6020-6030	Office Supplies	-	1,429	1,750	1,750	1,750
000-6020-6040	Vehicle Operating Expense	-	-	350	350	350
000-6020-6045	Equipment	-	1,541	1,800	1,800	1,750
000-6020-6060	Training/Conferences	700	-	850	850	1,000
000-6020-6065	Meetings	400	496	750	750	750
000-6020-6070	Dues / Subscriptions	200	148	300	300	300
000-6020-6425	REMIF Liab., Prop, Flood Ins.	7,123	3,467	4,248	4,248	5,022
000-6020-6860	Contract Services	348	2,047	3,000	3,000	3,000
000-6020-6900	Mobile Home Rent Control	382	212	500	500	1,000
000-6020-8009	Website Maintenance	2,160	459	750	750	1,500
000-6020-8015	Technology Maintenance	400	179	750	750	750
Total Operation		108,224	156,679	170,863	170,863	186,462
001-6020-6866	Community Outreach Coordinator ³	-	-	-	-	40,000
001-6020-6907	Phone System	19,000	24,958	1,500	1,500	-
001-6020-6940	Computer Expense	3,675	-	1,000	1,000	-
001-6020-6972	Photocopier Lease	1,979	2,632	3,000	3,119	3,000
Total Capital Outlay & Other		24,654	27,590	5,500	5,619	43,000
TOTAL DEPARTMENT		132,878	184,269	176,363	176,482	229,462
000-6020-3510	Water Fund Allocation - 20%	(31,565)	(33,432)	(34,173)	(34,173)	(37,292)
000-6020-3420	Sewer Fund Allocation - 20%	(31,565)	(33,432)	(34,173)	(34,173)	(37,292)
General Fund Cost Allocation - 60%		45,094	89,815	102,518	102,518	154,877

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

³ Community Outreach Coordinator Contract

Detail - City Attorney
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6040-6010	Salaries ¹	93,480	39,386	36,528	36,528	38,939
000-6040-6023	Benefits ²	41,302	10,816	12,080	12,080	14,268
000-6040-6050	Misc. Supplies/Services	300	-	500	500	500
000-6040-6060	Training/Conferences	500	362	750	750	750
000-6040-6310	Litigation Expense	102,652	328,710	150,000	89,000	75,000
000-6040-6425	REMIF Liab., Prop, Flood Ins.	6,795	7,595	9,256	9,256	10,943
TOTAL DEPARTMENT		245,029	386,869	209,114	148,114	140,400

000-6040-3510	Water Fund Allocation - 5%	(9,969)	(10,277)	(10,456)	(7,406)	(7,020)
000-6040-3420	Sewer Fund Allocation - 3%	(5,981)	(6,166)	(6,273)	(4,443)	(4,212)
General Fund Cost Allocation - 92%		229,079	370,426	192,385	136,265	129,168

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

City Manager

The City Manager is the chief administrator of the City. The City Manager and his immediate staff are responsible for the general management of all City operations, personnel and develops the City's annual budget and oversees preparation of the City's capital improvement programs, plans and financing strategy. The City Manager develops and manages programs to assure economic development and financial vitality of the City and is responsible for implementing Council policies, ordinances, budgetary decisions and directives of the City Council. The City Manager's Office will continue to support the City Council's setting of priorities among ordinances and other initiatives, as well as monitor and report progress on the development and implementation of these priorities. The City Manager will continue to provide strategic leadership that supports the Mayor and City Council and challenges the organization to deliver high quality, cost-effective services that meet the needs of the community.

This responsibility includes the enforcement of City Ordinances; the administration of City contracts and agreements for goods and services, including franchise agreements, and ensures that all franchises, contracts, permits and privileges granted by the City Council are observed. The City Manager also advises the City Council of legislative and administrative concerns; responsibility for intergovernmental relations; and providing overall fiscal management.

The City Manager is also responsible for administration of personnel rules, policies and employee Memorandums of Understanding serving as the Chief Negotiator with the City's two formally recognized bargaining units and the unrepresented employees of the city. The City Manager appoints and oversees all executive management positions.

The City Manager also represents the City on regional boards and committees as appropriate and liaisons with other governmental entities on priority issues identified by the City Council. Significant collaboration occurs with nonprofit agencies when services and events are provided to benefit the City.

With the City acting as the Successor Agency to the former Redevelopment Agency, the City Manager's Office with the Finance Department will continue to manage the transition and the winding down of the Successor Agency activities ensuring compliance with the applicable laws and timelines set forth by the legislation.

City Attorney

The City Attorney is responsible for legal advice and representation of the City Council and all city departments. The City Attorney coordinates all legal representation of the City, including outside counsel, if needed. At the direction of the City Council, the City Attorney prepares all ordinances and other legal documents for Council consideration.

Duties include:

- Attending all City Council meetings and Planning Commission meetings as needed.
- Advice and support to all City departments.
- Response to public inquiries.
- Continuing education on public law, land use law, conflict of interest laws, etc.
- Review development plans.
- Review insurance requirements of city contractors.
- Review matters of interest to the Sebastopol Successor Agency.

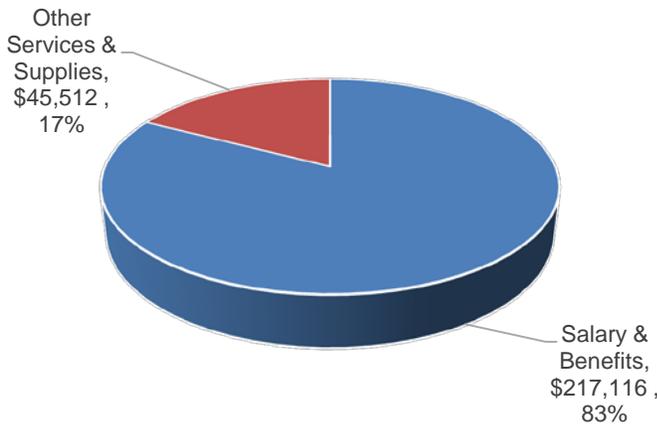
SUMMARY - CITY CLERK

FUNDING SOURCES	FUNDING SOURCES	FUNDING SOURCES
	2014-15	2015-16
Notary Fees	\$ 20	\$ 20
Plaza Rental Fees	2,500	4,500
Water Fund	17,553	20,690
Sewer Fund	15,359	18,104
General Fund	201,982	219,314
TOTAL REVENUE	237,414	262,628

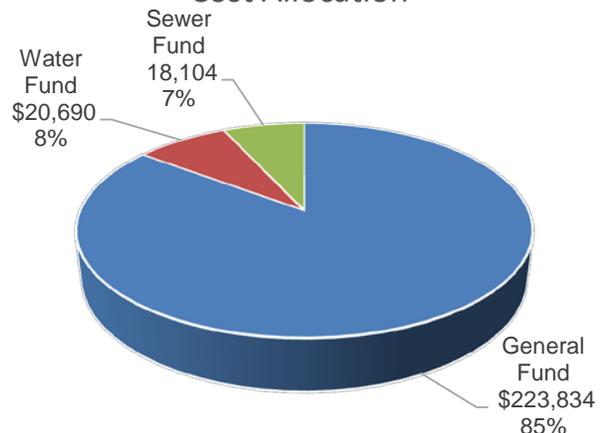
EXPENSE	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$ INCR/ (DECR)	% INCR/ (DECR)
Salaries & Benefits ^a	168,980	191,364	217,116	25,752	13.5%
Communications	1,875	2,200	2,600	400	18.2%
Supplies/Services	5,608	6,100	6,250	150	2.5%
Training/Meetings	3,308	6,500	6,500	-	0.0%
Dues & Subscriptions	360	1,250	1,250	-	0.0%
Election Expense	1,171	1,500	1,500	-	0.0%
Contracted Services	1,639	3,000	16,000	13,000	433.3%
REMIF Insurance	5,024	5,000	5,912	912	18.2%
Miscellaneous/Others Expenses	429	2,500	1,500	(1,000)	-40.0%
Capital Outlay	3,230	18,000	4,000	(14,000)	-77.8%
TOTAL EXPENSE	\$ 191,624	\$ 237,414	\$ 262,628	\$ 25,214	10.6%

a Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay
 Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

City Clerk Expenditures



Cost Allocation



**Detail - City Clerk
Budget Expenditures**

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6021-6010	Salaries ¹	96,903	123,005	125,528	125,528	145,603
000-6021-6012	Accrual In-Lieu	-	-	7,603	7,603	8,300
000-6021-6023	Benefits ²	38,469	42,432	54,646	54,646	59,626
000-6021-6420	Unemployment Insurance	500	-	-	-	-
000-6021-6443	Retiree Medical Insurance	3,587	3,543	3,587	3,587	3,587
000-6021-6025	Communications	225	1,875	2,200	2,200	2,600
000-6021-6030	Office Supplies	4,000	4,000	4,000	4,000	4,000
000-6021-6040	Vehicle Operating Expense	300	153	350	350	500
000-6021-6045	Equipment	500	1,455	1,750	1,750	1,750
000-6021-6060	Training/Conferences	4,500	3,112	5,500	5,500	5,500
000-6021-6065	Meetings	750	196	1,000	1,000	1,000
000-6021-6070	Dues / Subscriptions	700	360	1,250	1,250	1,250
000-6021-6425	REMIF Liab., Prop, Flood Ins.	4,747	5,024	5,000	5,000	5,912
000-6021-6610	Election Costs	5,000	1,171	1,500	1,500	1,500
000-6021-6860	Contract Services ³	1,500	1,639	3,000	3,000	16,000
000-6021-8015	Technology Maintenance	400	429	2,500	2,500	1,500
Total Operation		162,081	188,394	219,414	219,414	258,628
001-6021-6610	Election Expense - Ballot Measurers	4,800	618	15,000	-	-
001-6021-6940	Computer Expense	-	-	-	1,000	1,000
001-6021-6972	Photocopier Lease	1,979	2,612	3,000	3,119	3,000
Total Capital Outlay		6,779	3,230	18,000	4,119	4,000
TOTAL DEPARTMENT		168,860	191,624	237,414	223,533	262,628
000-6021-3510	Water Fund Allocation - 8%	(11,926)	(15,196)	(17,553)	(17,553)	(20,690)
000-6021-3420	Sewer Fund Allocation - 7%	(10,435)	(13,297)	(15,359)	(15,359)	(18,104)
General Fund Cost Allocation - 85%		139,720	159,901	186,502	186,502	219,834

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

³ Includes municode update contract

City Clerk

The City Clerk Department consists of the one employee, the City Clerk. The City Clerk serves as Clerk of the Council and as Secretary to the Successor Agency as well as the Oversight Board and provides confidential staff support to the City Council, City Manager and City Departments. The City Clerk is responsible for coordination of local ballot measures and City Council elections with the County Registrar of Voters; compliance with state campaign reporting and conflict of interest laws; and maintenance of overall record-keeping of the City. The mission of the City Clerk is to be a steward and protector of democratic processes and supports the City Council's goal of transparency and fairness, while advocating for community participation and involvement.

This office provides for the efficient and effective administration of the affairs and delivery of services for the City of Sebastopol; maintains all official City records; administers Fair Political Practice Commission and Conflict of Interest legislation in accordance with State laws; maintains official City seal; administers municipal elections; and provides the City Manager and City Council with accurate and timely information to support decision-making and policy direction; and assists in the overall daily administration, decision-making and policy direction guidance with the City Manager and Council.

The principal function of this position is to oversee, guide and assist the activities of various Departments and special projects to ensure they are in concert with the policies and goals of the City Manager and City Council; provide administrative guidance and make recommendations to departments to ensure the City's goals and objectives are achieved in a timely and professional manner.

The City Clerk provides coordination for the annual Goals and Priority Setting sessions for the City Council; accepts and processes subpoenas, summons and Public Record Act requests, appeals and claims; monitors and processes all appointments, resignations and terminations for Boards and Commissions and City Committees; administers oaths of office; ensures the City of Sebastopol complies with Redwood Empire Municipal Insurance Fund (REMIF) requirements; conducts ethics training; coordinates and sets up City meetings and events; reserves meeting rooms and issues special event permits; reports Diversified Risk Assessments; prepares City Council agendas and agenda packets; prepares legal notices for publication; maintains Municipal Code and Official Seal; notarizes city documents; and provides prompt and courteous service to citizens' requests for assistance. The City Clerk also oversees the City website and City social media and utilizes volunteers to perform routine clerical duties.

Major Accomplishments in 2014/2015

- Enhanced communication with community by conducting Government 101 classes to local organizations.
- Conducted 13 Public Hearings

- Prepared and posted 27 City Council, Successor Agency and Oversight Board, and Special City Council Meeting agendas and agenda packets; as well as posting agendas for Planning Commission, Design Review Board, Complete Streets Advisory Committee Meetings and Various Special Meetings and Notices
- Adopted and processed 9 City Council Ordinances
- Adopted and certified 44 City Council Resolutions
- Completed 12 Special Events Permits (for use of City Parks)
- Through the City's web site, City Council meeting agendas and packets are made available to the public 72 hours prior to meetings as well as emailed to the City Clerk's list
- Administers and maintains local appointments as required by the provisions of the Maddy Act
- Completed 16 Public Records Request Act submissions
- Administered the provisions of State Mandated Ethics Training (AB 1234)
- Accepted and Processed 5 Claims against the City
- Enhanced the City of Sebastopol Facebook Page, Twitter, and City Web Site
- Received Three City Clerk Educational Scholarships

Objectives for 2015/2016

- Continue to facilitate an open flow of communication to the City Council, City Manager, and City Departments; to serve the community of Sebastopol by being the Office that represents the "Welcome Mat" of City Hall, to help demystify the governance process; and to encourage the local community to have a voice in local Government.
- Continue to improve programs to ensure quick and efficient retrieval of public records and continue to enhance ways for access to City records on the City web site with continued postings of City related items.
- Encourage Departments to update inventory of records to identify those that may be destroyed to include records maintained on email storage.

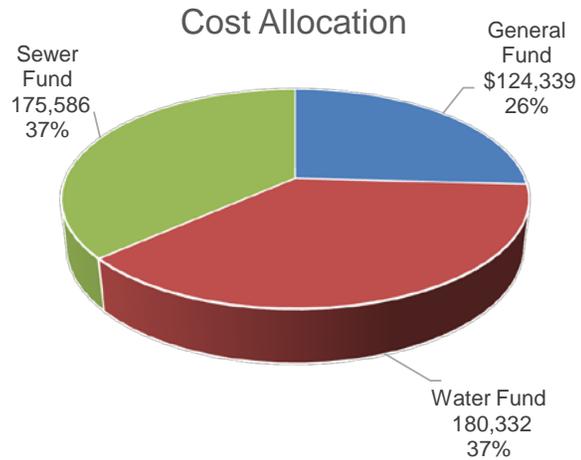
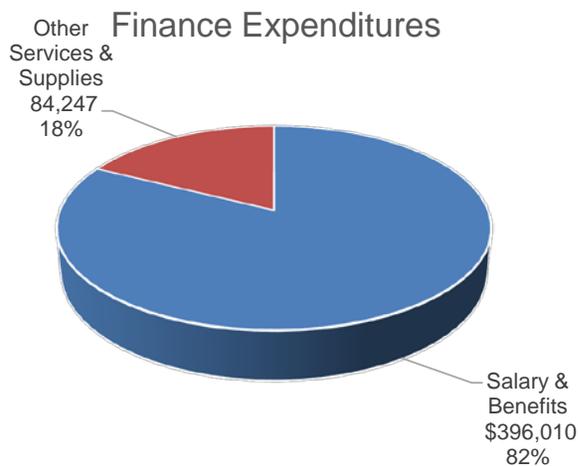
- Continue to maintain accurate records and a legislative history of City Council actions by attesting to resolutions/ordinances to ensure approval and adoption of said documents.
- Prepare agendas for all City Council Meetings, Successor Agency, Oversight Board Committee, and all other City committees as required and prepare comprehensive minutes for all meetings, as required.
- Research cost effective ways for electronic agenda and meeting management programs as well as updating the City Municipal Code.
- Continue Campaign and Statement of Economic Interest reporting as well as providing Oaths of Office and Ethics Training.
- Encourage utilization of Volunteers to perform routine clerical duties.
- Research an efficient routing and approval process, which will include review of all City Council agenda items, staff reports, and City agreements, by the City Manager/City Attorney and City Clerk prior to their approval.
- Update - City Council and Administrative Policy Manuals.
- Develop and deploy a performance evaluation system to increase supervisory effectiveness in managing staff performance and improve tracking of employee performance evaluations.

SUMMARY - FINANCE

FUNDING SOURCES	FUNDING SOURCES 2014-15	FUNDING SOURCES 2015-16
Business Licenses	\$ 109,500	\$ 110,000
Finance Staff Time Reimbursement	2,500	3,500
Water Fund	157,700	180,332
Sewer Fund	153,550	175,586
General Fund	(3,450)	10,839
TOTAL REVENUE	\$ 419,800	480,257

EXPENSE	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$ INCR/ (DECR)	% INCR/ (DECR)
Salaries & Benefits^a	322,491	345,790	396,010	50,220	14.5%
Communications	2,117	2,100	2,200	100	4.8%
Services & Supplies	9,866	9,500	10,000	500	5.3%
Training/Meetings	1,211	2,200	5,240	3,040	138.2%
Dues & Subscriptions	754	1,000	1,500	500	50.0%
Contract Services	4,267	28,000	20,000	(8,000)	-28.6%
REMIF Insurance	9,146	9,310	11,007	1,697	18.2%
Miscellaneous/Others Expenses	9,786	17,100	28,600	11,500	67.3%
Capital Outlay	5,136	4,800	5,700	900	18.8%
TOTAL EXPENSE	\$ 364,774	\$ 419,800	\$ 480,257	\$ 60,457	14.4%

^a Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay
 Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability



Detail - Finance
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6030-6010	Salaries ¹	184,435	237,203	251,063	251,063	269,384
000-6030-6013	Health In-Lieu - Salary Benefit	3,120	3,120	3,120	3,120	-
000-6030-6023	Benefits ²	36,753	61,195	72,840	72,841	119,578
000-6030-6035	Health In-Lieu - Deferred Comp.	3,780	3,780	2,048	2,048	-
000-6030-6443	Retiree Medical Insurance	3,541	3,672	5,391	5,391	7,048
000-6030-6490	Retirement Health Savings Plan	9,457	13,521	11,328	11,328	-
000-6030-6025	Communications	1,100	2,117	2,100	2,100	2,200
000-6030-6030	Office Supplies	5,500	5,820	5,500	5,500	6,000
000-6030-6045	Equipment	2,500	3,508	3,000	3,000	4,000
000-6030-6050	Misc Supplies/Services	-	538	1,000	1,000	-
000-6030-6060	Training/Conferences	3,250	1,069	2,000	2,000	4,740
000-6030-6065	Meetings	-	142	200	200	500
000-6030-6070	Dues / Subscriptions	650	754	1,000	1,000	1,500
000-6030-6425	REMIF Liab., Prop, Flood Ins.	7,687	9,146	9,310	9,310	11,007
000-6030-6850	Sales Tax Audit	2,700	4,267	4,000	4,000	5,000
000-6030-6860	Contract Services	-	-	-	-	-
000-6030-6851	Utility User Tax (UUT) Audit	-	-	15,000	15,000	15,000
000-6030-6853	GASB 68 Compliance Audit	-	-	9,000	9,000	-
000-6030-6862	Credit Card Processing	-	-	5,200	5,200	5,200
000-6030-6860	Software Maintenance	15,000	7,886	10,000	9,000	20,000
000-6030-6940	Computer Expense	5,000	1,000	1,000	1,015	2,500
000-6030-8015	Technology Maintenance	400	900	900	900	900
Total Operation		284,873	359,638	415,000	414,016	474,557
001-6030-6940	Capital Outlay	1,500	-	-	-	-
001-6030-6972	Photocopier Lease	3,841	5,136	4,800	4,800	5,700
Total Capital Outlay		5,341	5,136	4,800	4,800	5,700

TOTAL DEPARTMENT	290,214	364,774	419,800	418,816	480,257
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000-6030-3510	Water Fund Allocation - 38%	(86,035)	(121,584)	(157,700)	(157,326)	(180,332)
000-6030-3420	Sewer Fund Allocation - 37%	(83,504)	(118,008)	(153,550)	(153,186)	(175,586)
General Fund Cost Allocation - 25%		115,334	120,046	103,750	103,504	118,639

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

Finance Department

The Finance Department provides support in three distinct areas: Finance, Human Resources, and Risk Management. This department is responsible for the control of the City's financial records; City payroll functions; Employee Benefit and Personnel administration; and Risk Management Insurance administration.

MANDATED

Finance

- Prepare Annual City Budget
- Prepare Audited Financial Reports
- Respond to Public Records Requests
- Prepare Federal, State & County Reports
- Prepare semi-monthly Payroll
- Administer Bond Requirements
- Administer Animal & Business Licensing

Human Resources/Risk Management

- Ensure compliance with federal and state-mandated requirements
- Administer City's labor and employee relations program
- Administer employee medical leaves
- Administer compensation and benefits
- Administer hiring processes
- Serves as one of two City-assigned REMIF Board Members

CORE

Finance

- Administer Utility Billing Operation
- Process Accounts Payable/Receivable
- Process Cash Receipts
- Perform Treasury Management
- Perform Financial Analysis
- Administer and Maintenance ongoing of the City's User Fee Schedule
- Administers the Street Lighting Assessment District, and the Woodstone Assessment District
- Maintains the Fixed Asset inventory

Human Resources/Risk Management

- Provide notice to employees of medical leave and benefits rights under law
- Resolve return to work, risk management, and safety issues with supervisors and managers
- Coordinate with oversight and benefit administration organizations
- Design and maintain classification and compensation structures
- Provide direction to payroll staff for legal compliance for 100 employees

- Compile and maintain official personnel records for all employees
- Maintains and manages the City's Payroll, Personnel, Medical, and Worker's Compensation records
- Creates and implements various employee benefit / insurance programs and policies as needed
- Updates job descriptions for all departments
- Administration of required AB1825 Anti-Harassment training for City staff
- Serves as the insurance and benefit administrator for City staff
- Manages Public Employee Retirement System program
- Administration of the Health, Life, Short Term and Long Term Disability insurance programs
- Administration of the City's self-funded Dental and Vision insurance programs
- Administers the City's Child Care benefit program
- Administers City's 457 Deferred Compensation programs
- Administers FMLA Family Medical Leave Act leave of absences for employees
- Administers the City's Medical After Retirement programs
- Administers the COBRA program for former employees and their dependents
- Administration of HIPAA privacy act
- Assists employees with all of the City's benefit programs
- Responsible for managing REMIF's Risk Management programs including City insurances for Property Insurance, Liability Insurance, Vehicle Insurance, Earthquake & Flood Insurance, and Boiler Insurance
- Responsible for managing REMIF's Employee Insurance programs including Health Insurance, Life Insurance, Short Term and Long Term Disability Insurance, and Voluntary Life Insurances
- Responsible for management of REMIF's Workers Compensation Insurance coverage
- Responsible for maintaining REMIF's list of all property insured for the City including City buildings, City property and the City's vehicle and equipment fleet

Staffing levels for this department were increased mid-way during the 2012/13 fiscal year. For the 2015/16 fiscal year, the department employed three full-time employees, which matched our staffing levels in calendar year 2009. Even with three full-time employees, our staffing level remains below the high mark of four full-time employees, which the department maintained for most of the 1980's and 1990's. The Director continues to recommend that staffing levels be increased to four full-time employees.

Major Accomplishments in 2014/2015:

- ✓ Responded to and provided information for numerous Public Records Requests.
- ✓ Continued to assist with employee negotiations for the three employee union organizations.
- ✓ Continued to assist the City Manager with multiple salary and job description modifications.

- ✓ Relocated Finance Director's office to the east-side of City Hall building.
- ✓ Relocated City Hall's server to upstairs office.
- ✓ Redesigned and made improvements on the City's annual budget.
- ✓ Contacted a consultant firm to obtain Citywide I.T supports.

Objectives for 2015/2016:

- Upgrade the City's financial software
- Update cell tower lease agreement slated to expire June 2016
- Collaborate with City Clerk's Office in updating Personnel Resolution
- Enhance and invest into staff development
- Continue to improve the City's annual budget
- Continue to streamline for efficiency with year-end close processes

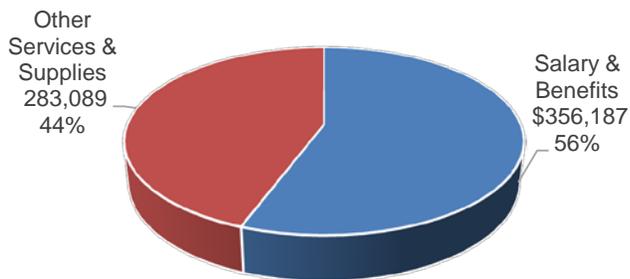
SUMMARY - PLANNING

FUNDING SOURCES	FUNDING SOURCES 2014-15	FUNDING SOURCES 2015-16
Planning Fees	\$ 23,000	\$ 40,000
Planning Publications	200	200
Water Fund	22,945	22,929
Sewer Fund	13,767	13,757
Transfer In	-	7,000
General Fund	573,182	555,390
TOTAL REVENUE	633,094	639,276

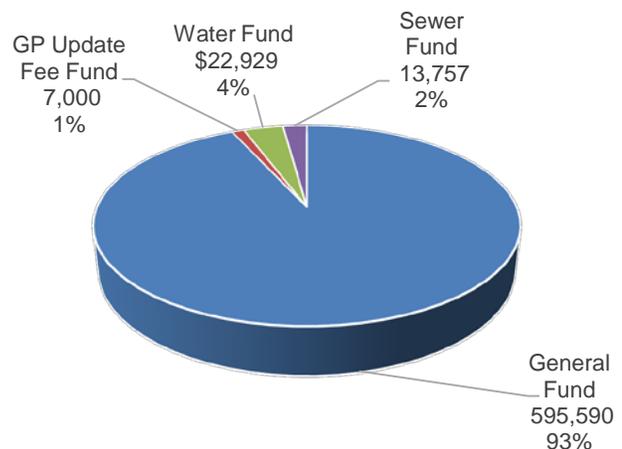
EXPENSE	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$ INC/ (DEC)	% INC/ (DEC)
Salaries & Benefits ^a	264,769	315,268	356,187	40,919	13.0%
Communications	2,145	2,600	2,200	(400)	-15.4%
Services & Supplies	5,354	5,300	6,800	1,500	28.3%
Training/Meetings	3,591	4,700	4,700	-	0.0%
Dues & Subscriptions	1,512	1,700	1,700	-	0.0%
Contract Services	8,822	264,000	226,100	(37,900)	-14.4%
REMIF Insurance	8,973	8,576	10,139	1,563	18.2%
Miscellaneous/Others Expenses	750	25,750	25,750	-	0.0%
Capital Outlay	5,166	5,200	5,700	500	9.6%
TOTAL EXPENSE	\$ 301,082	\$ 633,094	\$ 639,276	\$ 6,182	1.0%

^a Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay
Proposed Assistant Planner position budgeted at 1 FTE. Benefits: Includes PERS retirement, health,
dental, vision, medicare, short-term, long-term disability

Planning Expenditures



Cost Allocation



Detail - Planning
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6050-6010	Salaries ¹ (2.76 FTE)	178,966	180,989	222,921	222,921	256,257
000-6050-6023	Benefits ²	79,020	76,135	79,452	79,452	87,646
000-6050-6035	Health In-Lieu - Deferred Comp.	2,835	2,880	2,835	2,835	4,284
000-6050-6490	Retirement Health Savings Plan	4,765	4,765	10,060	10,060	8,000
000-6050-6025	Communications	1,320	2,145	2,600	2,000	2,200
000-6050-6030	Office Supplies	3,500	4,608	4,500	4,000	6,000
000-6050-6040	Vehicle Operating Expense	125	248	300	300	300
000-6050-6045	Equipment Expense	500	498	500	500	500
000-6050-6060	Training/Conferences	300	406	1,300	1,000	1,300
000-6050-6065	Meetings	1,700	3,185	3,400	3,000	3,400
000-6050-6070	Dues / Subscriptions	650	650	650	650	650
000-6050-6320	Publication	550	862	1,050	1,050	1,050
000-6050-6425	REMIF Liab., Prop, Flood Ins.	10,005	8,973	8,576	8,576	10,139
000-6050-6860	Contract Services ³	4,500	8,822	95,000	67,000	51,100
000-6050-8003	Façade Improvement Program	-	-	25,000	25,000	25,000
000-6050-8015	Technology Maintenance	750	750	750	-	750
Total Operation		289,486	295,916	458,894	428,344	458,576
001-6050-6972	Photocopier Lease	3,110	5,166	5,200	5,700	5,700
001-6051-6860	Contract Services	-	-	169,000	169,000	175,000
TOTAL DEPARTMENT		292,596	301,082	633,094	603,044	639,276

000-6050-3510	Water Fund Allocation - 5%	(14,546)	(16,861)	(22,945)	(21,417)	(22,929)
000-6050-3420	Sewer Fund Allocation - 3%	(8,728)	(10,117)	(13,767)	(12,850)	(13,757)
General Fund Cost Allocation - 92%		266,212	268,938	422,182	394,076	421,890

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

Assistant Planner position budgeted at 1 FTE

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

000-6050-6860	Contract Services ³					
	Temporary Help - Leave Backfill	7,500				
	Arborist	4,600				
	Laguna Reserve Mgmt Plan	23,000				
	LAFCO	6,000				
	Bike Meeting Process	10,000				
	Downtown Parking Study	-				
001-6051-6860	General Plan Update	175,000				
	Total	226,100				

Planning Department

The Planning Department provides planning and environmental review assistance to the City Council, and has responsibility for staffing the Planning Commission, Design Review Board, Tree Board, Public Arts Committee, Complete Streets Committee, General Plan Advisory Committee as well as ad-hoc committees, and providing service to residents and the real estate, development and construction industries.

The Planning Department's activities are divided into two primary functions, current and advance planning. With a small staff (a full-time Director, proposed full-time Assistant Planner, and .76 FTE Administrative Assistant), the Department has a challenging workload.

Current planning includes staffing a public counter, responding to questions from potential applicants and members of the public, assisting the Building Official in enforcement efforts, receiving and processing applications for land use permits, subdivision and other development permits, preparing staff reports for the Council and City boards and commissions, preparing agenda packets and minutes for assigned committees, and performing inspections to assure compliance with zoning, environmental, and other planning regulations.

Advance planning includes preparation of long-range planning documents, including the General Plan, Specific Plans, Economic Development Strategy, grant preparation, park and community facility planning, special studies, and new policy documents and ordinances. In addition to traditional planning and land use related functions, the Department takes a lead role with formulation of park policy, and manages park development projects. The Planning Commission serves as the City's 'parks' board. The Department also prepares the City newsletter sent to water/wastewater customers.

Major Accomplishments during 2014/2015

- ✓ Continuing review for the development of the Barlow project, including Use Permits and Design Review applications.
- ✓ Manage the General Plan Update process, a major undertaking with a large citizen committee, that will span multiple fiscal years.
- ✓ Coordinate review and adoption of Housing Element.
- ✓ Assist in responding to various litigation and Public Records Act requests.
- ✓ Monitor maintenance of Tomodachi Park/Village Park improvements, coordinate implementation of final elements (entry sign).
- ✓ Manage adoption of drive-through prohibition ordinance.
- ✓ Prepare staff reports regarding development of permanent formula business ordinance.
- ✓ Manage processing of applications for the Facade Grant Program.
- ✓ Coordinate implementation of and coordinate fundraising for Occupy Bench project.

- ✓ Supervise Skategarden Park expansion redesign.
- ✓ Coordinate State and Open Space grants for Skategarden Park expansion project.
- ✓ Manage City's participation in County-wide Greenhouse Gas Reduction Implementation Program.
- ✓ Manage consultant contract for Laguna Preserve Management Plan.
- ✓ Work with Council subcommittee on Downtown Design Standards.
- ✓ Develop City Monument policy, process application for first project under the policy.
- ✓ Coordinate design and fabrication of custom Sister City sign.
- ✓ Work with Public Arts Committee on Art in Public Places guidelines.
- ✓ Coordinate review of parklet and City repair policy.
- ✓ Coordinate review of downtown parking issues and coordinate with Public Works for implementation.
- ✓ Review car wash and gas station Zoning Ordinance standards.
- ✓ Develop proposed scope for major trail study.
- ✓ Supervise intern preparation of comprehensive public art inventory.
- ✓ Coordinate with Center for the Arts, Ives Pool, and County of Sonoma regarding Ives Park accessibility improvements.
- ✓ Prepare and submit major grant application for Ives Park improvement project.

Objectives for 2015/2016

The budget includes continuation of the current and advance planning functions detailed above as well as the following special projects listed below.

- Process additional Design Review, Use Permits, and plan checks for the Barlow project.
- Complete construction of final element (entry sign) for Tomodachi Park project.
- Implement Occupy Bench project.
- Supervise bidding and construction of Ives Park accessibility improvements.
- Initiate bidding process, contract award and construction of Skategarden Park expansion.
- Complete processing of permanent formula business Zoning Ordinance amendments.
- Manage City's participation in Greenhouse Gas Reduction Implementation Program.
- Manage General Plan Update.

- Complete preparation of Laguna Preserve Management Plan.
- Prepare and process Zoning Ordinance update mandatory amendments related to Housing Element.
- Supervise updated design of Wayfinding Sign Program.
- Process review of Downtown Design Standards.
- Participate in development of Residential Design Review Guidelines.
- Work with Public Arts Committee on public art concepts using in-lieu fee payments.
- Begin annexation process for Tomodachi Park/Village Park property.
- Monitor funding opportunities for Ives Park Renovation Master Plan.
- Manage implementation of major trail study
- Manage preparation of downtown parking study

SUMMARY - BUILDING

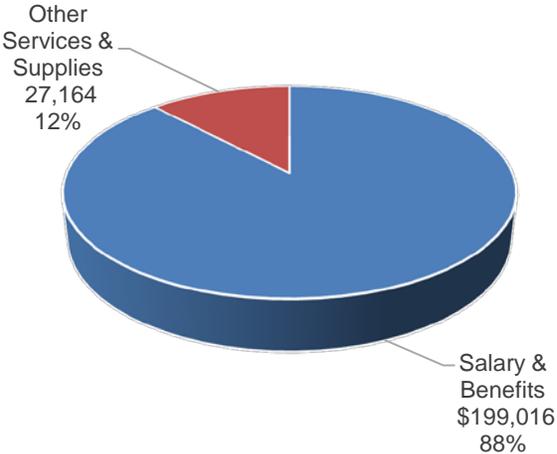
FUNDING SOURCES	FUNDING SOURCES 2014-15	FUNDING SOURCES 2015-16
Building Permits	\$ 130,000	\$ 155,000
Building Inspector Fee	28,000	- ^a
Water Fund	28,698	29,013
Sewer Fund	28,698	29,013
General Fund	8,856	13,153
TOTAL REVENUE	224,252	226,180

EXPENSE	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$ INCR/ (DECR)	% INCR/ (DECR)
Salaries & Benefits	193,227	196,800	199,016	2,216	1.1%
Communications	2,612	2,400	2,600	200	8.3%
Services & Supplies	2,307	5,000	5,000	-	0.0%
Training/Meetings	-	2,000	-	(2,000)	-100.0%
Dues & Subscriptions	1,086	2,000	2,000	-	0.0%
Contract Services	5,787	5,000	6,000	1,000	20.0%
REMIF Insurance	6,305	5,552	6,564	1,012	18.2%
Miscellaneous/Others Expenses	674	2,000	2,000	-	0.0%
Capital Outlay	2,204	3,500	3,000	(500)	-14.3%
TOTAL EXPENSE	\$ 214,202	\$ 224,252	\$ 226,180	\$ 1,928	0.9%

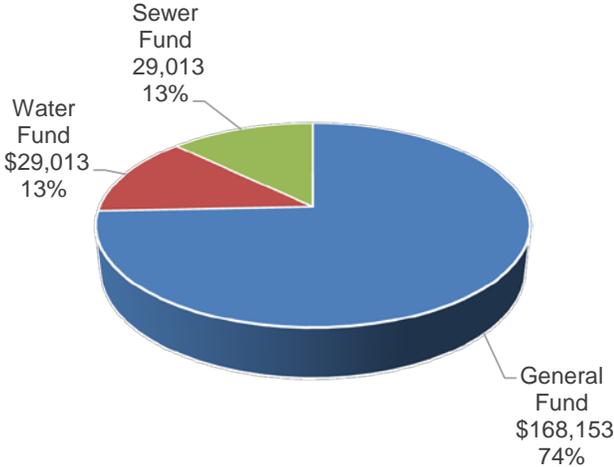
^a Ending shared-services with the City of Cotati

^b Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay
 Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

Building Expenditures



Cost Allocation



Detail - Building
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6290-6010	Salaries ¹	129,990	142,998	142,046	142,046	149,649
000-6290-6023	Benefits ²	39,587	40,900	43,250	43,250	42,772
000-6290-6035	Health In-Lieu - Deferred Comp.	2,820	2,820	2,820	2,820	4,140
000-6290-6490	Retirement Health Savings Plan	1,877	6,509	8,684	8,684	2,455
000-6290-6025	Communications	2,320	2,612	2,400	2,400	2,600
000-6290-6030	Office Supplies	3,000	1,093	3,000	3,000	3,000
000-6290-6040	Vehicle Operating Expense	2,000	1,214	2,000	2,000	2,000
000-6290-6050	Misc. Supplies/Services	2,000	674	2,000	2,000	2,000
000-6290-6060	Training/Conferences	2,000	-	2,000	2,000	-
000-6290-6070	Dues / Subscriptions	2,000	1,086	2,000	2,000	2,000
000-6290-6425	REMIF Liab., Prop, Flood Ins.	6,817	6,305	5,552	5,552	6,564
000-6290-6860	Contract Services	9,000	5,787	5,000	5,000	6,000
Total Operation		203,411	211,998	220,752	220,752	223,180
001-6290-6972	Photocopier Lease	3,110	2,204	3,500	3,500	3,000
TOTAL DEPARTMENT		206,521	214,202	224,252	224,252	226,180

000-6290-3510	Water Fund Allocation - 13%	(25,970)	(27,723)	(28,698)	(28,698)	(29,013)
000-6290-3420	Sewer Fund Allocation - 13%	(25,970)	(27,723)	(28,698)	(28,698)	(29,013)
General Fund Cost Allocation - 74%		151,471	156,552	163,356	163,356	165,153

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

Building Inspection

The Building and Safety Division is responsible for the administration and enforcement of the City of Sebastopol construction codes relative to new and existing development and alteration or repair to residential, commercial, and industrial buildings and properties. The Division plans, coordinates and manages all city activities related to building and construction inspections, including review of construction plans, drawings, and specifications for compliance with state and local regulations.

The division is responsible for the administrative Flood plain management program. In conjunction with FEMA and the State Water Resource Board regulations, the Division maintains records, reviews projects, and provides inspections and enforcement of the regulations.

The Building and Safety Division also investigates complaints regarding possible Housing Code and Municipal Code violations, gathers evidence with regard to said violations, and issues correction notices. The Division also investigates complaints regarding ADA handicap access violations.

The Division is responsible for consultation with architects, engineers, contractors, and property owners concerning building construction and land development.

Major Budget Changes for 2014/15

Permit and Plan Review activity is expected to be similar to the previous year and is anticipated to remain steady during fiscal year 2014/2015. The permit activity is steady, however the projects are smaller. We anticipate income to the Department to be similar to the 2013/2014 year end totals. Permit monthly totals are tracking similar to last year. There are still are number of projects in the review process for permitting later this year.

The City of Sebastopol Building and Safety Division budget for 2014/2015 reflects some changes in staffing needs. This is reflected in new codes being adopted, increased training needs, and some additional duties. The Building and Safety Division will augment staff with contract help on an as needed basis for both plan review and inspection services. The City of Sebastopol will continue operations with a full-time Building Official and Administrative Assistant (shared with Fire Department).

The Department continues to provide administrative services for the City of Cotati Building and Safety Division through the end of June 2015.

The State of California will adopt amendments to the State Codes based on the State Agency proposed changes in January of this year, with mandatory adoption by the City on July 1, 2015. The new codes will necessitate staff to attend additional training on the new codes on a more frequent basis.

Incremental Fee

- Is used to provide funding for training for certified staff to maintain current certifications status.

Permit Electronic Systems Fee

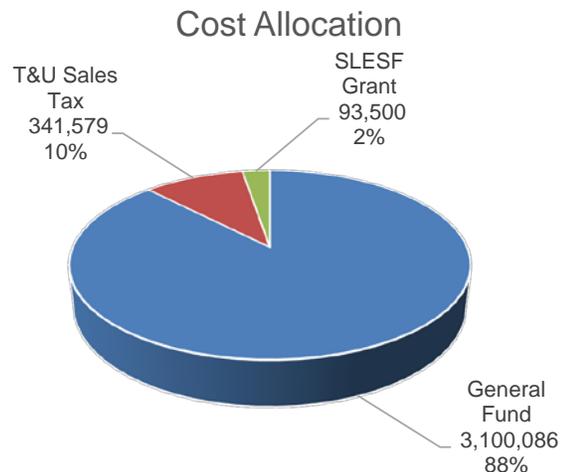
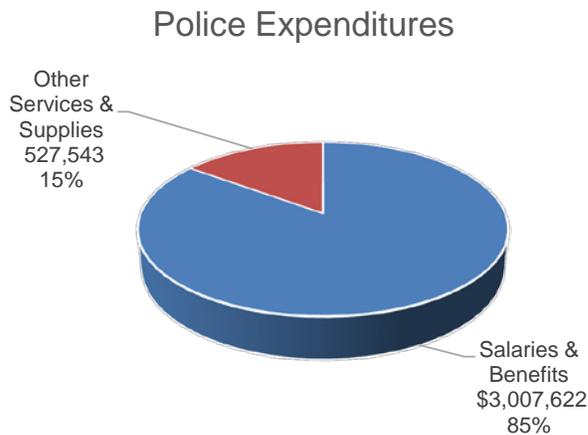
- Is used to maintain the permitting computer system, property information and homeowner data website and other associated costs.

SUMMARY - POLICE

FUNDING SOURCES	FUNDING SOURCES 2014-15	FUNDING SOURCES 2015-16
Public Safety Augmentation Fund	\$ 68,000	\$ 68,000
Fines & Forfeitures	82,750	98,750
P.O.S.T Reimbursement	10,000	7,000
Other Public Safety Services	45,300	42,000
Transfer In	100,000	93,500
General Fund	3,119,151	3,225,915
TOTAL REVENUE	\$ 3,425,201	3,535,165

EXPENSE	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$ INCR/ (DECR)	% INCR/ (DECR)
Salaries & Benefits^a	5,985,298	2,975,951	3,007,622	31,671	1.1%
Communications	15,952	15,000	16,500	1,500	10.0%
Services & Supplies	121,989	152,400	140,100	(12,300)	-8.1%
Training/Meetings	33,597	32,500	32,500	-	0.0%
Dues & Subscriptions	1,251	1,400	2,450	1,050	75.0%
Utilities	19,441	16,500	16,500	-	0.0%
Contract Services	84,301	74,400	79,000	4,600	6.2%
REMIF Insurance	98,002	77,258	91,343	14,085	18.2%
Miscellaneous/Others Expenses	-	-	-	-	-
Capital Outlay	67,089	79,792	149,150	69,358	86.9%
TOTAL EXPENSE	\$ 6,426,920	\$ 3,425,201	\$ 3,535,165	\$ 109,964	3.2%

^a Salaries: Includes 1.5 hours restored (Unreprented Group) from furlough, base pay, longevity pay, education incentive pay. Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability



Detail - Police
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6200-6010	Salaries ¹	1,349,723	1,423,277	1,548,547	1,475,515	1,612,941
000-6200-6012	Accrual In-Lieu	15,000	23,684	16,683	13,500	7,500
000-6200-6013	Health In-Lieu Salary Benefit	2,475	2,475	2,475	2,475	2,475
000-6200-6014	Worker's Compensation	-	8,799	-	71,950	-
000-6200-6018	Uniform Allowances	24,950	24,600	25,950	25,950	24,400
000-6200-6019	Holiday Pay	72,300	73,408	80,105	80,105	87,539
000-6200-6020	Overtime	90,000	134,509	100,000	110,000	110,000
000-6200-6021	Janitorial Services	4,474	-	-	-	-
000-6200-6022	Compensation Time In-Lieu	35,000	29,159	15,000	26,000	25,000
000-6200-6023	Benefits ²	811,663	804,005	952,633	952,633	971,886
000-6200-6024	SPOA PTO Pay	-	17,333	17,000	18,505	-
000-6200-6420	Unemployment Insurance	1,000	-	500	-	-
000-6200-6435	Health In-Lieu Deferred Comp.	3,600	3,600	3,600	3,600	3,600
000-6200-6443	Retiree Medical Insurance	34,478	45,380	44,027	47,392	46,181
000-6200-6465	Child Care In-Lieu Benefit	1,200	600	600	600	600
000-6200-6490	Retirement Health Savings Plan	43,968	8,759	34,586	11,582	22,000
xxx-6201-6008	SLESF Grant Overage	4,810	24,237	34,245	34,245	-
000-6200-6025	Communications	14,000	15,952	15,000	16,910	16,500
000-6200-6030	Office Supplies	8,000	12,048	12,000	12,000	11,000
000-6200-6040	Vehicle Operating Expense	80,000	74,110	80,000	69,000	70,000
000-6200-6045	Equipment	10,000	4,646	26,300	29,800	25,000
000-6200-6050	Misc Supplies/Services	16,000	15,595	18,000	17,900	18,000
000-6200-6051	Booking Fees	5,000	-	-	-	-
000-6200-6053	Fingerprint Processing Expense	22,000	15,388	16,000	16,998	16,000
000-6200-6060	Training	25,000	33,597	32,500	25,500	32,500
000-6200-6070	Dues / Subscriptions	1,030	1,251	1,400	1,790	2,450
000-6200-6330	Utilities	20,326	19,441	16,500	16,500	16,500
000-6200-6425	REMIF Liab., Prop, Flood Ins.	103,575	98,002	77,258	77,258	91,343
000-6200-6860	Contract Services	51,000	78,794	66,900	70,925	71,000
Total Operation		2,850,572	2,992,649	3,237,809	3,228,633	3,284,415
001-6200-6020	Police/School Resource Officer	-	16,397	17,300	10,500	10,000
001-6200-6045	Police/Equipment	8,850	4,645	9,177	9,160	39,300
001-6200-6903	Police/Vehicle	36,500	46,047	46,750	46,750	76,750
001-6200-6940	Police/Computer Equipment	4,500	-	6,565	6,565	23,100
Total Capital Outlay & Other		49,850	67,089	79,792	72,975	149,150
TOTAL DEPARTMENT		2,900,422	3,059,738	3,317,601	3,301,608	3,433,565
000-6200-3575	T&U Tax Fund Cost Allocation - 10.4%	-	(217,992)	(336,732)	(335,778)	(341,579)
General Fund Cost Allocation		2,850,572	2,774,657	2,901,077	2,892,855	2,942,836

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

Detail - Animal Control
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6220-6050	Mis. Supplies/Services	100	202	100	100	100
000-6220-6860	Contract Service	8,250	5,507	7,500	7,500	8,000
TOTAL DEPARTMENT		8,350	5,709	7,600	7,600	8,100

Detail - Supplemental Law Enforcement Service Fund (SLESF)
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
812-6201-6010	Salaries	63,246	70,226	76,200	76,200	70,755
812-6201-6018	Uniform Allowances	950	950	950	950	950
812-6201-6019	Holiday Pay	4,379	4,890	5,275	5,275	4,899
812-6201-xxxx	Benefits	36,235	35,862	51,820	51,820	16,896
TOTAL DEPARTMENT		104,810	111,928	134,245	134,245	93,500

Police Department

The level of criminal activity within our community has an impact on our living and working environments. Since Sebastopol has the lowest violent crime rate in Sonoma County, pride in the community is enhanced. The Police Department has an important role in helping to improve the quality of life in Sebastopol through the prevention of crime, the investigation of criminal acts, and the delivery of a variety of public services. Our primary goal is to provide a safe and secure environment for all city residents and anyone who works in or visits Sebastopol.

The Sebastopol Police Department is a full-service law enforcement agency composed of 14 sworn peace officers and 7 civilian support staff. The department is managed by the Chief of Police, and the Police Captain. Line supervision is provided by 4 Police Sergeants and a half-time Dispatch Supervisor. The Sebastopol Police Department's volunteer bureau augments the paid staff and is composed of 11 Reserve Police Officers, 15 Community Service Volunteers, and 8 Police Explorers.

The department is organized into three major components; Administration, Operations, and Technical and Support Services.

Administration:

The Administration component is comprised of Department management, who ensure that operations are efficient, professional, and directed toward organizational goals and objectives. Administration is also responsible for ensuring that fiscal and personnel matters are handled properly and that the agency continues to maintain its exemplary standards of performance and community service.

Operations:

The Operations Division consists of 12 uniformed peace officers who respond to calls for service and crisis intervention twenty-four hours a day, seven days a week. Included in this division are the members of the Volunteer Bureau. Operations Division personnel are responsible for the field training of newly-hired officers and volunteers, on-going training of existing officers and volunteers, investigation of all criminal activity in Sebastopol, traffic enforcement, providing general patrol and service delivery around the clock, and booking and processing of arrestees.

Technical and Support Service:

The maintenance, processing, and distribution of records are combined with dispatching services, both of which constitute Technical and Support Services. The dispatch center is responsible for accepting all emergency and non-emergency telephone calls for public safety services, both from the public and other agencies. The dispatchers are responsible for directing available resources to address identified community needs. The Dispatch Supervisor and the 5 Dispatchers are also responsible for staffing the front counter, providing a variety of requested services. The division controls the handling and storage of property and evidence, and assists with the maintenance of the Police Services building. Our Parking Enforcement and Animal Control services are provided by the Police Aide, as part of the division.

Objectives for 2015/2016

- Contribute to a superior quality of life for Sebastopol residents and visitors, by delivering effective and practical response to current or anticipated events, while seeking opportunities to address issues proactively.
- Implement technology-based scenario training for Department members specific to dealing with mental health crisis intervention and force options.
- Maintain efforts to provide our members an adequate level of professional training that meets State mandates as well as other necessary areas.
- Maintain our enhanced traffic enforcement efforts through best-practice enforcement strategies, education, and collaborating in the City's Traffic Calming Program to address concerns.
- Provide safe, effective and efficient parking control and management, and animal control services.

Police Department - Grants

Fund 811

The City of Sebastopol is participating in a State of California grant provided to Sonoma County Law Enforcement, through the City of Santa Rosa who is functioning as the fiscal agent during fiscal years 2014/15 and 2015/16. This grant will be used for county-wide crime suppression. The grant provides reimbursement for costs associated with approved activities.

Fund 814

The Police Department regularly receives grant funding from the State of California's Office of Traffic Safety, in furtherance of the State's highway safety plan. These grants are generally for Avoid the 13th, Click It or Ticket, and other DUI Enforcement and Awareness programs.

Fund 823

The West County Community Services grant agreement is a County-funded program which the City began administering in 2009/10. This program is designed to implement a community-based environmental project to reduce the amount of teen alcohol use in West Sonoma County communities. Although this grant from the County of Sonoma Department of Health Services expires June 30, 2015, we have applied for a successor grant for FY 2015/16 in the amount of \$30,000.

Fund 824

The Selective Traffic Enforcement Program \$48,000 grant is for the period of 10/1/2014 to 9/30/15. The funded best-practice activities are selected to provide education and enforcement opportunities that include: DUI saturation patrols, warrant service operations, stakeout operations for repeat DUI offenders, and the use of HOT sheets to help law enforcement identify and apprehend the 'worst of the worst' DUI offenders and those that drive when their privilege is suspended or revoked. We have applied for a successor grant for the FY 2015/16, in the amount of \$50,000. If approved, the grant will fund the purchase of 2 LIDAR speed measuring devices and a traffic speed data collection device used to evaluate neighborhood traffic issues.

**POLICE GRANTS
2015-16 ADOPTED BUDGET**

	BSCC	Avoid the 13	Department of Health Services	OTS STEP	Total
REVENUES					
Intergovernmental Grants	10,000	4,000	30,000	50,000	94,000
Other Income					-
Total revenues	10,000	4,000	30,000	50,000	94,000
EXPENDITURES					
Overtime	10,000	4,000	10,000	31,000	55,000
Supplies & Services			20,000	6,000	26,000
Equipment				13,000	13,000
Total Expenditures	10,000	4,000	30,000	50,000	94,000
FUND BALANCE					
ESTIMATED END OF YEAR	\$ -	\$ -	\$ -	\$ -	\$ -

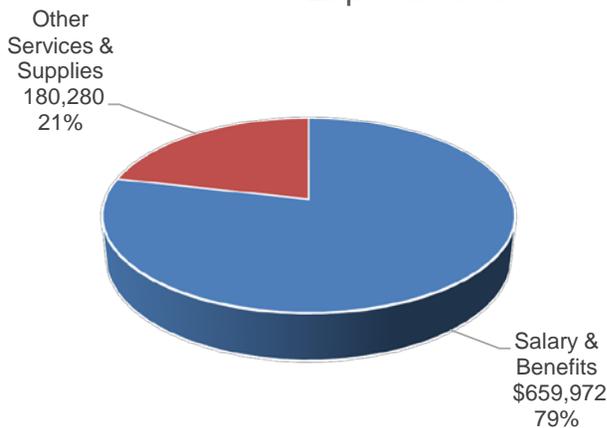
SUMMARY - FIRE

FUNDING SOURCES	FUNDING SOURCES 2014-15	FUNDING SOURCES 2015-16
Fire Department Fees	\$ 25,000	\$ 28,000
Water Fund	51,192	57,512
General Fund	673,768	754,740
TOTAL REVENUE	\$ 749,960	840,252

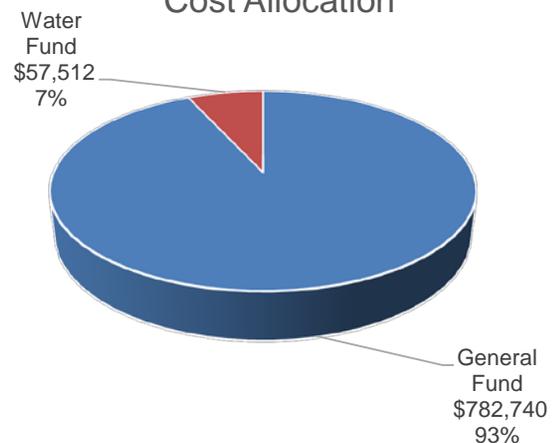
EXPENSE	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$ INCR/ (DECR)	% INCR/ (DECR)
Salaries & Benefits ^a	372,089	526,137	659,972	133,835	25.4%
Communications	6,535	7,200	7,200	-	0.0%
Services & Supplies	60,494	62,500	52,300	(10,200)	-16.3%
Training/Meetings	3,897	7,000	7,000	-	0.0%
Dues & Subscriptions	4,717	9,750	10,650	900	9.2%
Utilities	9,050	3,000	3,000	-	0.0%
Contract Services	22,956	32,000	35,000	3,000	9.4%
REMIF Insurance	17,307	15,123	17,880	2,757	18.2%
Miscellaneous/Others Expenses	36,759	32,500	32,500	-	0.0%
Capital Outlay	4,636	54,750	14,750	(40,000)	-73.1%
TOTAL EXPENSE	\$ 538,440	\$ 749,960	\$ 840,252	\$ 90,292	12.0%

^a Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay
 Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

Fire Expenditures



Cost Allocation



Detail - Fire
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6280-6010	Salaries ¹	288,589	275,376	397,792	397,792	507,545
000-6280-6023	Benefits ²	97,774	89,212	119,307	119,307	110,693
000-6280-6020	Unemployment Insurance	2,000	-	1,000	1,000	1,000
000-6280-6435	Health In-Lieu Deferred Comp.	2,820	2,820	2,820	2,820	2,196
000-6280-6432	Fire Service NAT42 (CSFA LOS Award)	-	-	-	-	4,900
000-6280-6443	Retiree Medical Insurance	3,949	4,681	3,948	3,948	3,949
000-6280-6446	Social Security Tax	-	-	-	-	21,389
000-6280-6460	Fire Disability Insurance	-	-	-	-	2,800
000-6280-6490	Retirement Health Savings Plan	1,345	-	1,270	1,270	5,500
000-6280-6025	Communications	6,200	5,435	6,000	6,000	6,000
000-6280-6030	Office Supplies	2,000	1,113	1,800	1,800	1,600
000-6280-6040	Vehicle Operating Expense	35,000	46,593	38,000	38,000	38,000
000-6280-6041	Weed Abatement	1,200	500	-	-	-
000-6280-6045	Equipment	9,500	9,588	20,000	20,000	10,000
000-6280-6050	Misc Supplies/Services	33,800	36,759	32,500	32,500	32,500
000-6280-6060	Training/Conferences	7,500	3,897	7,000	7,001	7,000
000-6280-6070	Dues / Subscriptions	4,500	4,717	9,750	9,750	10,650
000-6280-6330	Utilities	8,151	9,050	3,000	3,000	3,000
000-6280-6425	REMIF Liab., Prop, Flood Ins.	19,609	17,307	15,123	15,123	17,880
000-6280-6860	Contract Services	32,000	22,956	32,000	32,000	35,000
000-6280-8014	Capital Outlay	-	-	40,000	37,000	-
Total Operation		555,937	530,004	731,310	728,311	821,602
001-6280-6946/7	Fire/Equipment (SCBA Tanks & Gear)	2,000	2,005	10,000	10,000	10,000
001-6280-6972	Fire/Photocopier Lease	2,650	2,631	3,500	3,500	3,500
001-6280-8016	Fire/Storage Shed	2,000	-	-	-	-
001-6230-7063	Fire/EOC Supplies & Equipment	1,500	-	1,250	1,250	1,250
Total Capital Outlay		8,150	4,636	14,750	14,750	14,750
TOTAL DEPARTMENT		564,087	534,640	746,060	743,061	836,352
000-6280-3510	Water Fund Allocation - 7%	(16,694)	(17,312)	(51,192)	(50,982)	(57,512)
General Fund Cost Allocation		539,243	512,692	680,118	677,329	764,090

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

Detail - Fire Emergency Preparedness
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6230-6025	Communications	500	1,100	1,200	1,200	1,200
000-6230-6030	Office Supplies	200	200	200	200	200
000-6230-6050	Mis. Supplies/Services	2,500	2,500	2,500	2,500	2,500
TOTAL DEPARTMENT		3,200	3,800	3,900	3,900	3,900

FIRE DEPARTMENT

The Fire Department is responsible for traditional fire safety programs and emergency response. The Fire Department is operated by one full-time Fire Chief, one full-time Technician shared with the Building and Safety Department, and 32 dedicated Volunteer Firefighters.

The Fire Department provides emergency response to fires, vehicle accidents, medical emergencies, and hazardous conditions. It provides non-emergency response to public assists, invalid assists, water clean up, smoke removal, and trapped animals. One of its major services is its public education and fire inspection programs, designed to reduce the likelihood and severity of fires.

Major Accomplishments during 2014/2015:

- ✓ Responded to 1055 calls for service (record year!!)
- ✓ Purchased new B83 Command Vehicle
- ✓ Conducted 52 Training Drills
- ✓ Held Monthly Dinners for the Volunteers
- ✓ Conducted CERT Training Classes
- ✓ Continued the FEMA SAFER Grant
- ✓ Received Misc Grants for Fire & CERT
- ✓ Actively Recruited New Volunteers
- ✓ Successful Fire Inspections Program
- ✓ Participated in SRJC, Brookhaven School, & High Schools Career Day
- ✓ Utilized "I Am Responding" Response Program
- ✓ Provided Public Education to our Local Schools
- ✓ Utilized Active 911 Software Response Program
- ✓ Continued on our Hydrant Program
- ✓ Worked on our Retention Program
- ✓ Attended Leadership Workshops
- ✓ Attended monthly City Council Meetings and Special Meetings
- ✓ Attended Annual Russian River Flood Planning Meeting
- ✓ Successful Weed Abatement Program
- ✓ Successful Safe & Sane Fireworks Program
- ✓ REDCOM (911 Dispatch Center) Board Vice Chairperson

- ✓ Sonoma County Fire Chief's Board Secretary/Treasurer
- ✓ Replaced Fire Dept Servers, Hard Drives, and Battery Backups
- ✓ Held 6 Blood Drives for Blood Centers of the Pacific

Objectives for 2015/2016:

- On schedule for 1000 calls for service
- Conduct 52 Required Training Drills
- Conduct EOC Training Exercise
- Apply for FEMA SAFER Grant
- Apply for additional funding/misc grants
- Attend monthly City Council Meetings and Special Meetings
- Recruit new Volunteer Firefighters (5)
- Continue to use the "I Am Responding" Response Program
- Continue to use the "Active 911" Response Program
- Continue to hold Monthly Dinners for the Volunteers
- Participate in SRJC Career Day and visit local high schools for recruitment
- Purchase/replace new SCBA Tanks that have or will expire (15 year lifespan)
- Continue to work on Recruitment and Retention Programs
- Continue to maintain and service FD Hydrants
- Continue to Budget for FD 4th Bay Expansion Project
- Continue with Public Education at Schools and Local Businesses
- Continue with SFM Required Fire & Life Safety Inspections
- Hold 6 Blood Drives for Blood Centers of the Pacific
- Attend Annual Russian River Flood Planning Meeting
- Manage Weed Abatement Program
- Manage Safe & Sane Fireworks Program
- Manage Fire Dept Vehicle Replacement List
- Continue to serve on CERT Advisory Board
- Continue to serve on REDCOM Board of Directors
- Continue to serve on Sonoma County Fire Chief's Board of Directors

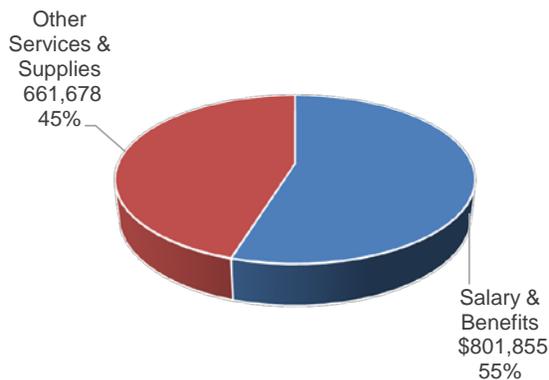
SUMMARY - PUBLIC WORKS

FUNDING SOURCES	FUNDING SOURCES	FUNDING SOURCES
	2014-15	2015-16
Little League Park Use Reimb	\$ 500	\$ 750
Public Works Services	15,000	20,000
Encroachment Permits	15,000	15,000
Engineering Maps/Reports	50	50
Grading Permits	1,500	1,200
Engineering Staff Time	80,000	80,000
Sale of Plans & Subscriptions	2,500	1,000
Water Fund	283,908	305,241
Sewer Fund	220,851	238,039
General Fund	787,602	802,254
TOTAL REVENUE	1,406,911	1,463,533

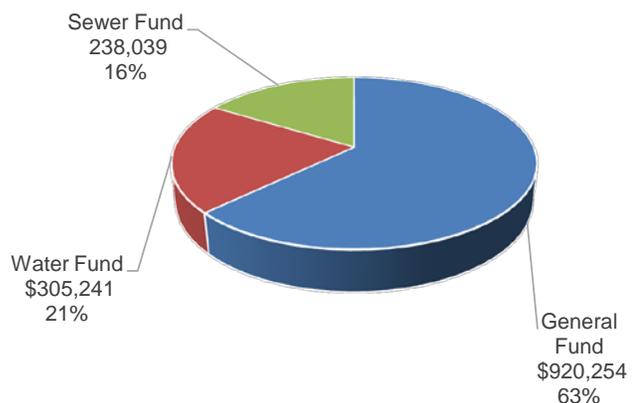
EXPENSE	2013-14	2014-15	2015-16	\$ INCR/ (DECR)	% INCR/ (DECR)
	ACTUAL	AMENDED BUDGET	ADOPTED BUDGET		
Salaries & Benefits ^a (6.5 FTE)	764,684	752,373	801,855	49,482	6.6%
Communications	10,995	11,700	11,700	-	0.0%
Services & Supplies	59,040	128,690	129,290	600	0.5%
Training/Meetings	-	2,500	2,500	-	0.0%
Dues & Subscriptions	22,347	33,000	26,000	(7,000)	-21.2%
Utilities	66,013	88,434	97,400	8,966	10.1%
Contract Services	127,176	123,695	242,200	118,505	95.8%
REMIF Insurance	26,858	30,581	36,156	5,575	18.2%
Miscellaneous/Others Expenses	65,907	72,648	73,792	1,144	1.6%
Capital Outlay	177,480	163,290	42,640	(120,650)	-73.9%
TOTAL EXPENSE	\$ 1,320,500	\$ 1,406,911	\$ 1,463,533	\$ 56,622	4.0%

^a Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay
 Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

Public Works Expenditures



Cost Allocation



**Detail Public Works - Corporate Yard
Budget Expenditures**

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6310-6010	Salaries ¹ (1.55 FTE)	129,801	152,125	149,446	155,268	172,347
000-6310-6012	Accrual In-Lieu	-	-	1,775	-	9,060
000-6310-6014	Workers Compensation	-	3,986	-	-	-
000-6310-6018	Clothing Allowance	4,240	5,300	5,300	5,300	5,300
000-6310-6023	Benefits ²	51,738	53,614	55,676	55,676	67,484
000-6310-6443	Retiree Medical Insurance	13,502	12,863	13,324	13,324	13,324
000-6310-6465	Child Care In-Lieu Benefit	600	600	600	600	600
000-6310-6490	Retirement Health Savings Plan	12,731	16,021	24,102	24,102	-
000-6310-6025	Communications	6,620	7,121	7,200	7,200	7,200
000-6310-6030	Office Supplies	1,000	712	1,000	1,000	1,000
000-6310-6040	Vehicle Operating Expense	35,000	47,682	44,000	44,000	44,000
000-6310-6050	Misc. Supplies / Services	8,000	8,493	8,850	8,850	8,850
000-6310-6330	Utilities	4,600	7,029	8,500	8,500	7,800
000-6310-6425	REMIF Liab., Prop, Flood Ins.	10,772	9,775	9,552	9,552	11,293
000-6310-6860	Contract Services	5,208	-	-	-	-
000-6310-8015	Technology Maintenance	-	746	3,000	3,000	2,000
000-6310-8020	Cal OSHA Safety Update	4,500	4,000	4,000	4,000	-
Total Operation		288,312	330,067	336,325	340,372	350,258
001-6310-6910	Equipment (Generator Set)	770	-	-	-	13,000
001-6310-6972	Photocopier	1,800	2,643	3,600	3,600	3,600
001-6310-7067	HVAC	30,000	-	-	-	-
001-6310-8022	Storm Drain - Hayden Ave.	6,462	-	-	-	-
Total Capital Outlay		39,032	2,643	3,600	3,600	16,600
TOTAL DEPARTMENT		327,344	332,710	339,925	343,972	366,858

000-6310-3575	T&U Tax Fund Allocation - 17%	-	(52,496)	(60,775)	(61,463)	(76,144)
000-6310-3510	Water Fund Allocation - 48%	(135,113)	(149,354)	(161,436)	(163,379)	(168,124)
000-6310-3420	Sewer Fund Allocation - 35%	(98,520)	(108,904)	(117,714)	(119,130)	(122,590)
General Fund Cost Allocation - 0%		54,679	19,313	-	-	-

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

Detail Public Works - Government Building *
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6060-6010	Salaries ¹ (.30 FTE)	8,034	10,678	12,476	12,476	14,741
000-6060-6021	Janitorial Services	2,983	1,986	-	-	-
000-6060-6023	Benefits ²	5,501	7,366	7,985	7,985	8,579
000-6060-6025	Communications	2,200	-	-	-	-
000-6060-6050	Misc. Supplies/ Services	12,000	17,961	14,000	-	14,000
000-6060-6330	Utilities (City Hall)	4,500	4,413	3,800	3,800	4,100
000-6060-6425	REMIF Liab., Prop, Flood Ins.	1,462	1,162	1,436	-	1,698
000-6060-6860	Contract Services	800	16,007	11,945	11,945	14,200
Total Operation		37,480	59,573	51,642	36,206	57,318
001-6060-6920	Roof/Bathroom Repair	-	-	83,400	83,400	6,500
001-6060-6943	Ext. Painting of City Buildings	-	-	-	-	-
Total Capital Outlay		-	-	83,400	83,400	6,500
TOTAL DEPARTMENT		37,480	59,573	135,042	119,606	63,818

000-6060-3510	Water Fund Allocation - 25%	(9,370)	(10,933)	(12,911)	(9,052)	(14,330)
000-6060-3420	Sewer Fund Allocation - 25%	(9,370)	(10,933)	(12,911)	(9,052)	(14,330)
General Fund Cost Allocation- 50%		18,740	37,707	25,821	18,103	28,659

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

* Includes City Hall, Police Dept., Fire Dept., Library

Detail Public Works - General Fund Streets
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
001-6330-6010	Salaries ¹ (.85 FTE)	34,212	36,981	34,762	34,762	67,170
001-6330-6020	Overtime	420	4,333	3,510	6,500	7,000
001-6330-6023	Benefits ²	15,328	16,202	16,636	16,636	33,129
001-6330-6050	Misc. Supplies / Services	31,600	30,463	27,200	27,200	27,800
001-6330-6330	Utilities	5,000	9,305	9,134	11,469	11,500
001-6330-6425	REMIF Liab., Prop, Flood Ins.	3,483	2,791	2,719	2,719	3,215
001-6330-6860	Contract Services	-	-	-	-	32,800
001-6330-8020	Cal OSHA Update (from 830)	-	4,000	4,000	4,000	-
Total Operation		90,043	104,075	97,961	103,286	182,614
001-6330-6050	Misc Supplies/Svcs (below)*	66,540	-	74,840	74,840	74,840
001-6330-6949	Kubota Tractor (½ Cost)	-	10,815	-	-	-
001-6330-6951	Dump Truck (½ Cost)	-	21,656	-	-	-
001-6330-6952	Mower Trailer (½ Cost)	-	1,672	-	-	-
001-6330-6953	36" Mower (½ Cost w/Parks)	-	-	3,000	3,000	-
001-6330-6954	Oil Storage Cabinets	-	-	1,250	1,250	-
001-6330-6955	Pickup Trucks	-	-	22,000	22,000	-
001-6330-6956	Aerial Truck (½ Cost)	-	17,134	-	-	-
Total Capital Outlay		66,540	51,277	101,090	101,090	74,840
TOTAL DEPARTMENT		156,583	155,352	199,051	204,376	257,454

000-6380-3575	T&U Sales Tax Allocation - 100%	-	-	(199,051)	(204,376)	(257,454)
General Fund Cost Allocation		90,043	104,075	-	-	-

001-6330-6050	Barricades, misc tools & equipment	3,500	-	-	-	-
001-6330-6050	Blacktop, sand, rock, Sidewalk repairs	19,500	-	25,000	25,000	25,000
001-6330-6050	Signal maintenance (Bodega & Jewell & Pleasant Hill)	5,200	-	5,500	5,500	5,500
001-6330-6050	Signal maintenance (CalTrans)	9,000	-	10,000	10,000	10,000
001-6330-6050	Street painting	6,500	-	8,500	8,500	8,500
001-6330-6050	Compost / Mulch / Plants	4,800	-	6,800	6,800	6,800
001-6330-6050	HazMat Disposal	1,000	-	2,000	2,000	2,000
001-6330-6050	SCTA Dues	5,000	-	5,000	5,000	5,000
001-6330-6050	NPDES Compliance	2,000	-	-	-	-
001-6330-6050	Street Signs	10,040	-	12,040	12,040	12,040
Total Miscellaneous Supplies/Services		66,540	-	74,840	74,840	74,840

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

Detail Public Works - Parking Lots
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6340-6010	Salaries ¹ (.40 FTE)	7,159	12,511	15,039	15,039	17,681
000-6340-6023	Benefits ²	5,723	9,115	9,477	9,477	10,690
000-6340-6330	Utilities (Irrigation & Streets Lights)	4,800	4,751	9,300	9,300	9,300
000-6340-6331	Utilities (Electric Vehicle Charging Stations)	-	5,886	7,700	7,700	7,700
Total Operation		17,682	32,263	41,516	41,516	45,371
001-6340-8018	Electric Vehicle Charging Station	34,932	-	-	-	-
TOTAL DEPARTMENT		52,614	32,263	41,516	41,516	45,371

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

**Detail Public Works - Parks & Landscapes
Budget Expenditures**

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6380-6010	Salaries ¹ (2.0 FTE)	52,518	92,010	99,856	99,856	91,980
000-6380-6011	Standby	4,435	4,689	4,435	4,435	4,435
000-6380-6023	Benefits ²	37,523	58,023	60,299	60,299	55,993
000-6380-6042	Landscaping Supplies	10,340	5,950	10,340	10,340	12,340
000-6380-6043	Middle Way Contract	11,823	9,850	12,411	12,411	13,052
000-6380-6330	Utilities	26,000	34,629	50,000	57,970	57,000
000-6380-6425	REMIF Liab., Prop, Flood Ins.	6,345	5,259	8,757	8,757	10,353
000-6380-6860	Contract Services	-	11,100	3,000	3,000	25,200
000-6380-7006	RR Forest Species Removal	3,000	-	-	-	-
Total Operation		151,984	221,510	249,098	257,068	270,353
001-6380-6044	Park & Playground Repairs	10,340	15,076	13,340	13,340	13,340
001-6380-6045	Kubota Sweeper Attachment	-	-	6,000	6,000	-
001-6380-6895	Tennis Court Resurfacing	-	-	17,500	17,500	-
001-6380-6949	Kubota Tractor (½ Cost)	-	10,815	-	-	-
001-6380-6951	Dump Truck (½ Cost)	-	21,950	-	-	-
001-6380-6952	Mower Trailer (½ Cost)	-	1,672	-	-	-
001-6380-6953	36" Mower (½ Cost w/GF Strts)	-	-	3,000	3,000	-
001-6380-6956	Aerial Truck (½ Cost)	-	37,057	-	-	-
001-6380-6974	Playground Chips	-	4,044	-	-	2,000
001-6380-6975	Ives & Libby Park Path Paving	35,000	30,000	-	-	-
001-6380-6977	Ives Park Fence Repair	-	-	6,000	6,000	-
Total Capital Outlay		45,340	120,614	45,840	45,840	15,340
TOTAL DEPARTMENT		197,324	342,124	294,938	302,908	285,693
000-6380-3575	T&U Tax Fund Allocation - 41.5%	-	-	(149,216)	(152,523)	(127,536)
General Fund Cost Allocation - 58.5%		151,984	221,510	145,722	150,385	158,157

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

**Detail - Engineering
Budget Expenditures**

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6300-6010	Salaries ¹ (1.4 FTE)	151,833	207,592	173,627	173,627	128,950
000-6300-6012	Accrual In-Lieu	-	-	-	-	34,000
000-6300-6023	Benefits ²	61,694	53,048	55,590	55,590	50,934
000-6300-6490	Retirement Health Savings Plan	-	5,641	8,458	3,896	8,458
000-6300-6443	Retiree Medical Insurance	5,258	-	-	-	-
000-6300-6025	Communications	1,300	3,874	4,500	4,500	4,500
000-6300-6040	Vehicle Operating Expense	750	913	1,400	1,400	1,400
000-6300-6050	Misc Supplies/Services	1,500	1,361	1,800	1,800	1,800
000-6300-6060	Training/Conferences	-	-	500	430	500
000-6300-6065	Meetings	-	-	-	-	-
000-6300-6070	Dues / Subscriptions	-	-	-	-	-
000-6300-6425	REMIF Liab., Prop, Flood Ins.	8,659	7,871	8,117	8,117	9,597
000-6300-6860	Contract Services	22,181	556	66,750	66,750	120,000
000-6300-8015	Technology Maintenance	750	766	1,497	1,497	1,000
Total Operation		253,925	281,622	322,239	317,607	361,139
001-6300-6972	Photocopier Lease	1,800	2,946	4,200	4,200	4,200

TOTAL DEPARTMENT	255,725	284,568	326,439	321,807	365,339
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000-6300-3510	Water Fund Allocation - 34%	(80,206)	(105,374)	(109,561)	(107,986)	(122,787)
000-6300-3420	Sewer Fund Allocation - 28%	(54,257)	(71,282)	(90,227)	(88,930)	(101,119)
General Fund Cost Allocation - 38%		119,462	104,966	122,451	120,691	137,233

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

Engineering Director position budgeted at .25 FTE. A vacant position budgeted at .75 FTE anticipated starting in October

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

Detail - Storm Water Management
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
001-6530-6050	Misc Supplies/Services	-	50	1,000	517	1,000
001-6530-6060	Training/Conferences	-	-	2,000	-	2,000
001-6530-6070	Dues / Subscriptions ¹	-	14,347	25,000	20,000	26,000
001-6530-6860	Contract Services	-	40,913	42,000	42,000	50,000
TOTAL DEPARMENT		-	55,310	70,000	62,517	79,000

¹ Dues/Subscriptions for State Water Resources Control Board \$3,000, Russian River Water Shed \$23,000

**Detail - Village Mobile Home Park
Budget Expenditures**

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6130-6050	Misc Supplies/Services	5,000	-	-	-	-
000-6130-6310	Litigation Expense	2,000	-	-	-	-
000-6130-6860	Contract Services	60,000	58,600	-	-	-
000-6130-8012	Electric Repairs	-	-	-	-	-
TOTAL DEPARMENT		67,000	58,600	-	-	-

000-6130-3510	Water Fund Allocation - 9%	(6,030)	(5,400)	-		
000-6130-3420	Sewer Fund Allocation - 9%	(6,030)	(5,400)	-		
General Fund Cost Allocation - 82%		54,940	47,800	-		

THIS COST CENTER HAS BEEN MOVED TO NON-DEPARTMENTAL

Public Works

The Public Works Department is responsible for the operation and maintenance of the City infrastructure, including government buildings, park and pool, streets and sidewalks, and water and sewer. In addition, the Public Works Department provides inspection support and services for private and public construction in the public right-of-way, and works closely with the City's Engineering Department and contract engineers on projects. In addition to operations and maintenance, the Public Works Department is involved in other projects such as the City Well projects involving water treatment.

Water, sewer, storm water, air quality, and ADA standards have become more stringent in regards to regulatory compliance. They require diligence to stay abreast of changing regulations, and the Public Works Department works with State agencies in all these fields, as well as the Engineering Department, to remain in compliance.

Public Works maintains all City parks and landscape areas. The City has four major parks including the skate garden, three of which include restrooms and play structures. The Plaza is at the center of town and includes a pavilion and landscaping. The Laguna Preserve is a natural habitat area at the edge of town that contains plantings and trails and also includes an outdoor classroom. Becoming Independent performs landscape maintenance and litter abatement at the skate garden in exchange for parking and equipment storage at the City's Corporation Yard.

Public Works maintains and monitors the municipal pool's filters, heater, chemical system, bathhouse, landscaping and apparatus around the deck of the pool. The West Sonoma County Swimmers (WSCS) operate the pool functions, such as public swim, lap swimming, and swim meets.

Department staff includes twelve full-time employees who work primarily in the field, and a part-time Administrative Assistant who is shared with the Engineering Department.

The Public Works Department is the controlling department for activities occurring in the following accounts:

- Corporation Yard
- Government Buildings (City Hall, Police and Fire Stations, Public Works facilities)
- Village Mobile Home Park
- Streets - general fund
- Parking Lots
- Parks
- Ives Pool
- Recreation
- Community Support
- Streets - Gas tax
- Sewer Operations

- Water Operations

Major Accomplishments in 2014/2015

- Purchase of two computers for Corporation Yard
- Refurbish existing City Hall roof to repair leaks
- Contract for janitorial service for City Hall and Corporation Yard
- Contract for annual testing and service for new Fire Department generator
- Purchase of two replacement trucks for Public Works (1/3 of funding each: General Fund, Water Fund, Sewer Fund)
- 5% COLA increase request by Becoming Independent
- Purchase of oil storage cabinets for Public Works, per CalOSHA regulations
- Repairs and sealing of Libby tennis courts
- Purchase of sweeper attachment for Kubota mower
- Replacement of 36" wide law mower
- Contract for tree trimming in Ives Park
- Replacement of pool heater for Ives Swimming Pool
- Ives Park fence repairs

Objectives for 2015/2016

- Maintain regulatory compliance with water, sewer, storm water, air quality, and ADA standards Maintain City facilities per long term maintenance plan
- Continue towards construction of arsenic water treatment system at Well 6
- Maintain CalOSHA regulatory compliance safety and training policies program

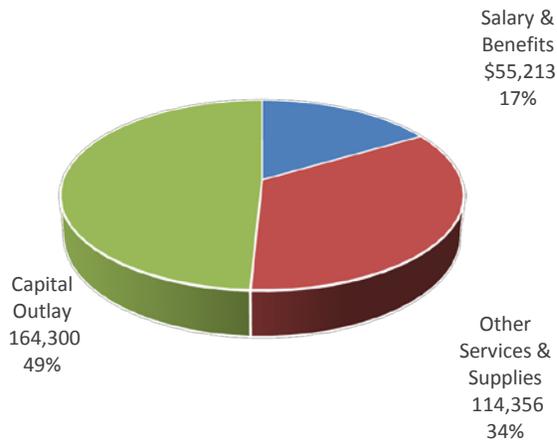
SUMMARY - RECREATION & COMMUNITY SERVICES

FUNDING SOURCES	FUNDING SOURCES 2014-15	FUNDING SOURCES 2015-16
Ives Pool Reimbursement	\$ 30,000	\$ 40,000
General Fund	308,292	293,869
TOTAL REVENUE	\$ 338,292	333,869

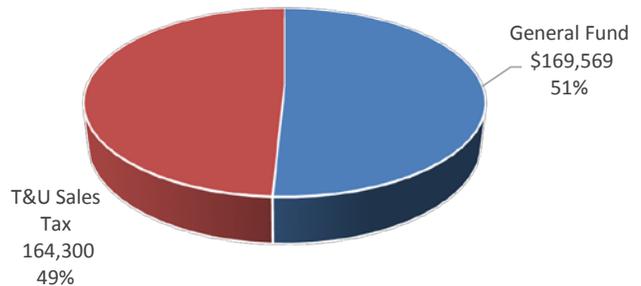
EXPENSE	2013-14 ACTUAL	2014-15 AMENDED BUDGET	2015-16 ADOPTED BUDGET	\$ INCR/ (DECR)	% INCR/ (DECR)
Salaries & Benefits ^a (.6 FTE)	51,109	50,661	55,213	4,552	9.0%
Communications	-	500	500	-	0.0%
Services & Supplies	10,284	10,700	10,700	-	0.0%
Training/Meetings	-	-	-	-	
Dues & Subscriptions	-	-	-	-	
Utilities	46,802	41,000	47,000	6,000	14.6%
Contract Services	-	-	5,700	5,700	
REMIF Insurance	3,194	1,993	2,356	363	18.2%
Miscellaneous/Others Expenses	29,049	48,100	48,100	-	0.0%
Capital Outlay	157,495	185,338	164,300	(21,038)	-11.4%
TOTAL EXPENSE	\$ 297,933	\$ 338,292	\$ 333,869	\$ (4,423)	-1.3%

^a Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay
 Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

Community Center Expenditures



Cost Allocation



**Detail - Ives Pool
Budget Expenditures**

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6385-6010	Salaries ¹ (.30 FTE)	17,078	23,892	20,449	20,449	21,866
000-6385-6023	Benefits ²	8,982	10,273	9,930	9,930	11,708
000-6385-6025	Communications	1,775	-	500	500	500
000-6385-6046	Pool / Generator Chemicals	4,300	6,533	4,300	4,300	4,300
000-6385-6047	Chlorinator, Boiler, Stantrol & Repairs	500	-	500	500	500
000-6385-6048	Maintenance & Fees	8,500	12,516	12,000	12,000	12,000
000-6385-6330	Utilities	27,000	30,436	26,000	38,390	32,000
000-6385-6425	REMIF Liab., Prop, Flood Ins.	2,649	3,194	1,993	-	2,356
000-6385-6860	Contract Services	-	-	-	-	2,000
Total Operation		70,784	86,844	75,672	86,069	87,230
001-6385-6048	Solar Panel Invertor Equip	-	7,378	-	-	12,000
001-6385-6049	Chlorine Generator	-	-	-	-	14,100
001-6385-6896	Shower Hot Water Heater	-	14,873	7,000	7,000	-
001-6385-6908	Pool Resurfacing	90,000	95,330	-	-	-
001-6385-6941	Pool Heater	-	7,728	45,500	45,000	-
001-6385-6943	Exterior Painting of Building	-	11,980	-	-	-
Total Capital Outlay		90,000	137,289	52,500	52,000	26,100
TOTAL DEPARTMENT		160,784	224,133	128,172	138,069	113,330

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

Detail - Community Center *
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6390-6010	Salaries ¹ (.30 FTE)	8,034	9,262	12,296	12,296	13,809
000-6390-6023	Benefits ²	5,502	7,682	7,986	7,986	7,830
000-6390-6050	Misc Supplies/Services	1,000	10,284	10,700	10,700	10,700
000-6390-6060	Utilities	17,000	16,366	15,000	15,000	15,000
000-6390-6860	Contract Services	-	-	-	-	3,700
000-6391-6861	Contribution to Operations	-	10,000	11,300	11,300	11,300
000-6391-6861	Concert Series	-	-	20,000	20,000	20,000
Total Operation		31,536	53,594	77,282	77,282	82,339
001-6391-8027	Exterior Paint	-	1,345	-	146	-
001-6391-8028	Floor Scrubber (cleaner)	-	-	-	-	-
001-6391-8029	Entrance Arbor	-	1,011	-	110	-
001-6391-8030	Reception Area	-	4,339	81,417	3,474	78,000
001-6391-8031	Restroom Upgrade	-	2,695	51,421	1,260	50,200
001-6391-8032	Kitchen Upgrade	-	1,896	-	207	10,000
001-6391-8033	Youth Annex Paint/Flooring	-	8,920	-	-	-
001-6391-8033	Tile Repairs Youth Annex	-	-	-	-	-
001-6391-8034	Landscape Material Comm Cntr	-	-	-	-	-
Total Capital Outlay		-	20,206	132,838	5,197	138,200
TOTAL DEPARTMENT		31,536	73,800	210,120	82,479	220,539

¹ Salaries: Includes 1.5 hours restored from furlough, base pay, longevity pay, education incentive pay (when applicable).

² Benefits: Includes PERS retirement, health, dental, vision, medicare, short-term, long-term disability

* Includes Community Center, Youth Annex, Garzot Building, Barbank Farm, Museum

**Detail - Non Departmental
Budget Expenditures**

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget	Comments
000-6120-6012	MOUs Vacation In Lieu Pay	25,000	25,000	25,000	25,000	25,000	
000-6120-6012	Accrual In Lieu Pay	-	144,025	111,500	111,500	62,600	
000-6120-6054	Property Tax Administration	16,456	16,614	17,000	17,000	17,500	County property tax fee
000-6120-6075	Employee Award Luncheons	1,995	1,781	2,000	2,000	2,000	
000-6120-6600	Auditing, CAFR	24,150	23,350	24,150	25,000	25,000	Annual financial audit
000-6120-6601	State Mandated Reimbursement	3,000	2,250	3,000	3,000	3,000	SB90 State Reimbursement
000-6120-6602	GASB 45 Triennial Audit	-	2,000	-	-	-	
000-6120-6860	Contract Services	60,000	47,800	60,000	72,000	185,000	VMHP, Website Redesign & Citywide IT Support
000-6120-6865	Beverage Container Program	-	-	-	-	5,000	Moved from Council - County beverage program
TOTAL		130,601	262,820	242,650	255,500	325,100	
000-6120-3510	Water Fund Cost Allocation - 9%	(7,515)	(23,654)	(21,839)	(22,995)	(29,259)	
000-6120-3420	Sewer Fund Cost Allocation - 9%	(7,515)	(23,654)	(21,839)	(22,995)	(29,259)	
General Fund Cost Allocation - 82%		115,571	215,512	198,973	209,510	266,582	

Detail Finance - Insurance
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
000-6070-6400	Liability Premium	150,000	116,280	110,185	110,185	136,500
000-6070-6402	Liability Deductible	8,500	19,075	11,425	11,425	20,000
000-6070-6403	Environmental Pollution Ins.	-	-	5,521	5,521	5,500
000-6070-6405	Property Premium	16,000	14,675	14,970	14,970	15,000
000-6070-6406	Vehicle Insurance	8,500	7,717	7,875	7,875	8,000
000-6070-6407	Earthquake & Flood	45,000	42,797	44,650	44,650	45,000
000-6070-6408	Boiler & Machinery Insurance	2,000	1,527	1,600	1,600	2,000
000-6070-6425	Department Charges	(230,000)	(201,759)	(196,226)	(196,226)	(232,000)
TOTAL		-	312	-	-	-

		FY14/15		
		Budget	% Allocation	Dept Allocation
000-6010-6425	City Council	4,579	2.3%	5,414
000-6020-6425	City Manager	4,248	2.2%	5,022
000-6040-6425	City Attorney	9,256	4.7%	10,943
000-6021-6425	City Clerk	5,000	2.5%	5,912
000-6030-6425	Finance	9,310	4.7%	11,007
000-6200-6425	Police	77,258	39.4%	91,343
000-6280-6425	Fire	15,123	7.7%	17,880
000-6050-6425	Planning	8,576	4.4%	10,139
000-6290-6425	Building Inspection	5,552	2.8%	6,564
000-6300-6425	Engineering	8,117	4.1%	9,597
000-6310-6425	PW/Corp Yard	9,552	4.9%	11,293
000-6060-6425	Government Building	1,436	0.7%	1,698
000-6330-6425	GF Streets	2,719	1.4%	3,215
000-6380-6425	Parks & Landscaping	8,757	4.5%	10,353
000-6385-6425	Ives Pool	1,993	1.0%	2,356
420-6420-6425	Sewer Operations	8,701	4.4%	10,287
510-6510-6425	Water Operations	16,049	8.2%	18,975
Total		196,226		232,000

**Detail Finance - Employee Benefits
Budget Expenditures**

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget	Comment
000-6080-6026	Employee Longevity Awards	2,946	5,550	4,800	4,800	4,800	
000-6080-6035	Medical After Retirement - ICMA - Police	1,278	1,278	1,440	1,440	1,440	
000-6080-6410	Worker's Compensation Premium	171,400	140,217	131,400	131,400	153,542	
000-6080-6412	Worker's Comp Deductible	30,000	15,000	15,300	15,300	20,000	
000-6080-6430	Employer PERS Retirement	754,540	813,847	961,189	961,189	1,093,500	
000-6080-6432	Fire Service Award NAT42	8,400	6,650	6,000	6,000	-	Moved to Fire Department
000-6080-6440	Health Insurance	481,100	584,482	539,105	539,105	575,800	
000-6080-6445	Medicare Tax	48,900	53,512	59,726	59,726	56,300	
000-6080-6446	Social Security Tax	13,500	15,357	16,162	16,162	-	Moved to Fire Department
000-6080-6450	Life Insurance	2,635	2,610	2,830	2,830	2,900	
000-6080-6460	Long Term Disability Insurance	4,581	10,323	8,156	8,156	10,900	
000-6080-6460	Fire Disability Ins MYE01	2,156	2,565	2,565	2,565	-	Moved to Fire Department
000-6080-6461	PORAC Police Disability Ins.	4,914	20	5,418	5,418	-	
000-6080-6462	Short Term Disability Ins.	-	3,805	4,265	4,265	5,600	
000-6080-6470	Dental Insurance Program	64,000	64,000	64,000	64,000	65,000	
000-6080-6475	EAP Insurance	4,800	4,701	4,925	4,925	5,700	
000-6080-6480	Vision Insurance Program	18,000	20,001	20,000	20,000	20,000	
000-6080-6023	Direct Charge to Departments	(1,617,190)	(1,788,395)	(1,847,281)	(1,847,281)	(2,015,482)	
812-6080	SLESF Grant Benefits	36,235	46,177	51,820	51,820	-	
000-6080	SLESF Direct Charge	(36,235)	(46,177)	(51,820)	(51,820)	-	
TOTAL		(4,040)	(44,477)	-	-	-	

Redevelopment Obligation Retirement Fund

During 2011, the Governor of California began proceedings to dismantle over 400 Redevelopment agencies statewide, to redirect the redevelopment tax revenue to schools, law enforcement and other services to relieve pressure on the State's general fund. On December 29, 2011, the Supreme Court of the State of California upheld AB1X 26 which provided for the dissolution of all redevelopment agencies in the state effective February 1, 2012. As of that date, all former assets and liabilities of the Sebastopol Community Development Agency transferred to the Successor Agency to the Former Sebastopol Community Development Agency.

Prior to the dissolution of the agency, the basic purpose of the (former) California redevelopment law which was established after World War II, to provide cities a tool to help remove blighted conditions from their community. Blighted areas are defined in the law as areas in which there are conditions which constitute physical and economic liabilities requiring redevelopment in the interest of the health, safety and welfare of the people. These conditions were defined as inadequate public improvements, utilities, unsafe buildings or inadequate parking. Cities could also legally use (their former) redevelopment money to expand the supply of affordable housing and employment opportunities for all citizens. In order to accomplish these goals, a redevelopment agency could acquire land and buildings, dispose of real property, and construct public facilities. Public facilities could include infrastructure (streets, water and sewer facilities, etc.) and city buildings which benefit the redevelopment project area, with the exception of city hall construction, which was specifically banned. The (former) redevelopment agency had to set aside 20% of its tax increment revenues for the purpose of assisting low and moderate income housing. These set aside funds could be used to acquire, improve, finance, rehabilitate and otherwise subsidize affordable housing (including mobile homes).

Prior to the dissolution, the Sebastopol Community Development Agency was actively utilizing its redevelopment tax increment revenue for various city projects as defined on the Redevelopment Projects page, in earlier budget years. Unfortunately all of those projects were suspended during the 2011/12 fiscal year due to the dissolution of the agency.

The Successor Agency did not choose to retain its housing assets, and those assets transferred to the County of Sonoma by operation of law on February 1, 2012. Those housing assets included two homes, and sixty-seven low-income housing loans.

The Successor Agency has retained three non-housing assets. Those assets include the downtown Plaza restroom and land parcel located on Weeks Way, and two parcels at the Skatergarten expansion site located on Flynn Street. The one remaining debt service payment of the former Redevelopment Agency will be paid in full on June 1, 2021 and is identified on the following budget page.

2007 TAB

On June 1, 2008 the Redevelopment Agency refinanced the Refunding Tax Allocation Bonds, Series 1997 as the 2007 Tax Allocation Refunding bonds. This was a refunding issue of the 1986, 1991, and 1997 Tax Increment bonds. The original 1986 Redevelopment bond proceeds of \$2,330,000 were used for various infrastructure improvements including streets, sewer lines, Burbank Activity Center, Laguna Youth Park, Ives Pool, Library rehabilitation, Police building studies, and Morris Street

reconstruction. The original \$4,000,000 1991 Tax Allocation Bonds were used for construction of Laguna Park Way, the downtown plaza, and the Streetscape project and acquisition and development of the parking lot next to Sebastopol Cinemas. The 1997 issue was a refinance of the earlier bonds. The annual payments range from \$369,175 to \$427,500 and will be paid in full on June 1, 2021.

The Sebastopol Community Development Agency was dissolved by the State of California on February 1, 2012.

Per Health and Safety Code section 34171 (b), the State allocated \$250,000 to each Successor Agency (beginning in 2011/12) for annual Administrative cost allowance, payable from property tax revenues, to assist those successor agencies with the expense of wind down the activities of their former redevelopment agencies.

Successor Agency

	2013-14 ACTUAL	2014-15 ADOPTED BUDGET	2015-16 ADOPTED BUDGET	\$ INC/ (DEC)
<u>OPERATING REVENUE</u>				
Property Tax - RPTTF	\$ 425,920	\$ 427,401	\$ 425,247	\$ (2,154)
Administrative Revenue	250,000	250,000	250,000	-
TOTAL REVENUE	<u>\$ 675,920</u>	<u>\$ 677,401</u>	<u>\$ 675,247</u>	<u>\$ (2,154)</u>
<u>OPERATING EXPENSES</u>				
Administrative Expenses	\$ 250,000	\$ 250,000	\$ 250,000	\$ -
Debt Service - Principal	320,000	330,000	340,000	10,000
Debt Service - Interest	103,670	95,151	83,222	(11,929)
Contract Services	2,250	2,250	2,025	(225)
TOTAL OPERATING EXPENSE	<u>\$ 675,920</u>	<u>\$ 677,401</u>	<u>\$ 675,247</u>	<u>\$ (2,154)</u>
NET BUDGET RESULT	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Addition/(Use) of Reserves	\$ -	\$ -	\$ -	
TOTAL BUDGETARY BALANCE	\$ -	\$ -	\$ -	

**Successor Agency
Budget Analysis**

Account Number	Description	2012/13 Actuals	2013/14 Actuals	2014/15 Adopted Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
950-4925	Administrative Revenue	250,000	250,000	250,000	250,000	250,000
950-4950	RPTTF Distribution	831,689	425,920	427,401	361,111	425,247
Total		1,081,689	675,920	677,401	611,111	675,247
950-6091-6560	Debt Service - Principal	700,100	320,000	330,000	330,000	340,000
950-6090-6560	Debt Service - Interest	129,339	103,670	95,151	98,080	83,222
950-6095-6560	Trustee Fees	2,250	2,250	2,250	2,025	2,025
950-6950-8023	Successor Agency Administrative	250,000	250,000	250,000	250,000	250,000
Total		1,081,689	675,920	677,401	680,105	675,247

Debt Service

These debts account for the accumulation of resources and payment of general long-term debt principal.

Infrastructure Lease

On May 16, 2006 the City adopted a resolution authorizing the lease financing in the amount of \$2,880,000 for various public improvements. The lease cost of issuance was \$20,000, with an interest rate of 4.85% for 20 years. The semi-annual payments are \$113,284 and the lease will be paid in full on June 8, 2026. The projects included replacing the sewer force main; construction of the Skate Park; installation of a Water Booster Pump which will interconnect the low and high water zones; drilling a new Well No. 2 on the existing site of the old well; Street improvements; and install solar ponds on the roof of the Sewer pump station, City Hall and Library, and the Police Station.

Village Mobile Home Park

On September 18, 2007 the City entered into a purchase agreement in the amount of \$1,611,594 for the Village Mobile Home Park purchase. The lease financing was in the amount of \$817,500 with an interest rate of 4.90% per annum for 20 years, and a \$17,500 cost of issuance. The semi-annual payments are \$64,585 and the debt will be paid in full on July 1, 2027. The balance of the purchase price was through a grant from the Sonoma County Open Space District of which \$675,000 was paid during 2007/08, and has an unpaid balance of \$125,000, which is budgeted in the 2013/14 fiscal year. The proceeds were used to finance the acquisition of land and related improvements to the manager's house, laundry boathouse, apartment units, and property in the open, constituting a mobile home park known as Village Park.

General Obligation Infrastructure Financing CREBS of 2006

The City Council approved a lease financing of a series of municipal improvement projects on May 16, 2006. The full amount of the lease was \$2,074,000 and the annual debt service payment is \$122,000 with no interest accruing on the principal. In 2011 the City refinanced the debt, and reduced the remaining payment for the life of the lease to \$97,590 annually. The lease will be paid in full on April 1, 2024. The projects include a new water well (Well 8), a water system booster pump between delivery zones, funds to complete the replacement of the sewer force main to the regional treatment plant, additional funding for the new skate park project, solar panels to generate electricity at the City Hall/Library complex, the Police station and at the sewer lift station, and funds to implement projects for pedestrian safety contained in the Street Smart Study. Funding for the repayment of this debt is charged proportionately to each fund based upon funds allocated to each project.

Velocity Pumper Fire Engine Lease

On September 7, 2010 the City Council approved the execution of a lease-purchase agreement for a new Fire Apparatus Pumper Truck. The 5 year lease agreement is \$640,255.75 at 3.066%, with semi-annual payments of \$69,546.67 and will be paid in full in September 2015.

Vacuum Truck Lease

On September 26, 2008 the City purchase a Vactor 2013 truck in the amount of \$180,866 at 4.72% annum. The lease term is 96 months with annual payments of \$26,668. The lease will be paid in full on June 30, 2016.

Dump Truck Lease

The purchase of a 2010 Ford F650 for Public Works is a 5 year lease commencing on 2/9/2010 and ending on 2/9/2014. The annual lease payment is \$14,836.83.

Energy Conservation Loan

On October 4, 2005 the City Council approved a loan from the California Energy Commission in the amount of \$242,898 to be payable from the calculated savings of the implemented measures. This loan was used to install or upgrade HVAC gas-electric units and other energy reduction equipment at the Library, Police Station, City Hall, and Wells 6 and 7. The semi-annual loan payments are \$19,630. The loan will be paid in full on December 22, 2014.

Well 6 Arsenic Treatment Planning Loan

The City of Sebastopol needs to lower the arsenic level in Well 6. The City applied for a 5 year loan from the California Department of Public Health to conduct a pilot study test to determine the method in which to treat the arsenic, engineering to design plans and specifications for the treatment system once the method of treatment is determined, and a work plan for operating the treatment system. An application is pending for the \$411,000 loan at 2.085% from the California Safe Drinking Water Sate Revolving Fund, to implement this first phase of planning.

Well 7 Well 7 Arsenic Treatment System Construction Loan

The City of Sebastopol needs to lower the arsenic level in Well 7, and construction plans and specifications for the Well 7 Water Treatment System has been completed by the consultant, and approved by the City Engineer. The City applied for a 20 year loan from Muni Financing for the arsenic treatment system construction. The \$1,235,000 loan at 4.10% is for 20 years.

Debt Service Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
<i>Infrastructure Lease Financing of 2006 (PIF 6/8/2026) Due June & December</i>						
001-6091-6515	Solar /Streets Prin 27.08%	31,748	31,748	34,941	34,941	36,656
001-6090-6515	Solar /Streets Int 27.08%	29,607	29,607	26,413	26,413	24,698
420-6091-6515	Sewer Principal 27.78%	32,568	32,568	35,844	35,844	37,604
420-6090-6515	Sewer Interest 27.78%	30,372	30,372	27,096	27,096	25,337
510-6091-6515	Water Principal 31.25%	36,636	36,636	40,322	40,322	42,301
510-6090-6515	Water Interest 31.25%	34,166	34,166	30,481	30,481	28,501
860-6091-6515	Skate Park Prin 13.89%	16,284	16,284	17,922	17,922	18,802
860-6090-6515	Skate Park Int 13.89%	15,186	15,186	13,548	13,548	12,668
Total Infrastructure Lease		226,567	226,567	226,567	226,567	226,568
<i>Village Mobile Home Park (PIF 7/1/2027) Due January and July</i>						
001-6091-6516	Lease Principal	31,627	33,196	34,009	34,009	33,292
001-6090-6516	Lease Interest	32,958	31,389	30,576	30,576	33,292
Total Village MHP Lease Purchase		64,585	64,585	64,585	64,585	66,585
<i>CREBS Solar Panel Lease (PIF 12/16/2023) Due December</i>						
001-6091-6517	Lease Principal 47.41%	46,267	46,267	46,267	46,267	46,267
008-6091-6517	Lease Principal 20.80%	20,299	20,299	20,299	20,299	20,299
510-6091-6517	Lease Principal 31.79%	31,023	31,023	31,023	31,023	31,024
Total CREBS Lease		97,589	97,589	97,589	97,589	97,589
<i>Velocity Pumper Fire Engine Lease (PIF 9/15/2015) Due March and September</i>						
001-6091-6916	Lease Principal	126,001	126,001	133,906	133,906	65,409
001-6090-6916	Lease Interest	13,092	13,092	5,187	5,187	4,137
Total Fire Engine Lease		139,093	139,093	139,093	139,093	69,546
<i>Vacuum Truck Lease (PIF 6/30/2016) Due June</i>						
001-6091-6921	Sales Tax Principal 25%	5,752	5,752	6,308	6,308	6,605
001-6090-6921	Sales Tax Interest 25%	1,165	1,165	609	609	312
420-6091-6921	Sewer Principal 50%	11,503	11,503	12,615	12,615	13,210
420-6090-6921	Sewer Interest 50%	2,331	2,331	1,219	1,219	624
510-6091-6921	Water Principal 25%	5,752	5,752	6,308	6,308	6,605
510-6090-6921	Water Interest 25%	1,165	1,165	609	609	312
Total Vacuum Truck Lease		27,668	27,668	27,668	27,668	27,668
<i>Dump Truck (PIF 2/9/2014) Due February</i>						
420-6091-6951	Truck Principal 50%	6,455	6,920	-	-	-
420-6090-6951	Truck Interest 50%	963	498	-	-	-

Debt Service
Budget Expenditures

Account Number	Description	2012/13 Actual	2013/14 Actual	2014/15 Amended Budget	2014/15 Estimated Actual	2015/16 Adopted Budget
510-6091-6951	Truck Principal 50%	6,455	6,920	-	-	-
510-6090-6951	Truck Interest 50%	963	498	-	-	-
Total Dump Truck Lease		14,836	14,836	-	-	-
<i>Energy Conservation Loan (PIF 12/22/2014) Due June and December</i>						
001-6091-7068	Sales Tax Principal 67.74%	24,062	24,062	13,004	13,004	-
001-6090-7068	Sales Tax Interest 67.74%	2,533	2,533	293	293	-
511-6091-7068	Water CIP Prin 32.26%	11,459	11,459	6,193	6,193	-
511-6090-7068	Water CIP Interest 32.26%	1,207	1,207	140	140	-
Total Energy Conservation Loan		39,261	39,261	19,630	19,630	-
<i>Well 6 Arsenic Treatment State Revolving Loan (5 Year Loan beginning Sept. 2014)</i>						
511-6091-6363	Water CIP Principal	-	-	78,825	78,825	80,478
511-6090-6363	Water CIP Interest	-	-	8,161	8,161	6,509
Total Water System Loan		-	-	86,986	86,986	86,986
<i>Well 7 Arsenic Treatment Muni Services Loan (20 Year Loan beginning Sept. 2014)</i>						
511-6091-6364	Water CIP Principal	-	-	39,882	39,882	41,517
511-6090-6364	Water CIP Interest	-	-	49,200	49,200	47,565
Total Water System Loan		-	-	89,082	89,082	89,082
TOTAL DEBT SERVICE		609,599	609,599	751,200	751,200	663,024

**City of Sebastopol, CA
General Fund/Transaction & Use Tax Fund History and Forecast
FY 2010/11 Through 2020/21**

	Actual FY 10/11	Actual FY 11/12	Actual FY 12/13	Actual FY 13/14	Est. Actual FY 14/15	Budget FY 15/16	Forecast FY 16/17	Forecast FY 17/18	Forecast FY 18/19	Forecast FY 19/20	Forecast FY 20/21
Revenues:											
Property Taxes	\$ 1,666,583	\$ 1,663,013	\$ 2,201,954	\$ 2,024,751	\$ 1,974,720	\$ 1,912,000	\$ 1,940,680	\$ 1,969,790	\$ 1,969,790	\$ 2,009,186	\$ 2,049,370
Sales & Use Tax	1,326,892	1,330,282	1,606,184	1,642,919	1,655,714	1,716,096	1,827,642	1,900,748	1,976,778	2,053,872	2,125,758
Measure T - 1/4 cent	466,684	520,394	610,069	556,276	588,746	614,000	639,788	666,659	694,659	723,835	749,169
Measure Y - 1/2 cent	-	-	470,565	884,869	1,173,816	1,239,900	1,291,976	1,346,239	1,402,781	1,461,698	1,096,198
Utility User Tax	359,510	304,796	334,739	354,011	283,500	530,000	543,250	556,831	556,831	570,752	585,021
Transit Occupancy Tax	269,985	300,937	329,577	359,892	300,000	320,000	326,400	336,192	336,192	346,278	356,666
Franchise Fees	303,180	294,232	308,977	315,587	307,700	301,500	307,530	313,681	313,681	319,955	326,354
Licenses & Permits	370,071	321,279	364,654	290,027	244,300	255,000	262,650	270,530	270,530	277,293	285,612
Fines & Forfeitures	94,596	174,613	124,942	117,357	82,750	98,750	99,738	100,735	100,735	101,742	102,759
Interest & Rents	49,029	49,179	89,775	44,675	40,900	53,715	54,252	54,795	54,795	55,343	55,896
Intergovernmental	124,845	111,460	105,871	101,293	96,990	87,000	87,870	88,749	88,749	89,636	90,532
Charges for Current Services	326,337	262,749	269,792	279,699	241,720	235,070	242,122	249,386	249,386	256,868	264,574
Community Center Fees	46,398	34,080	37,466	54,572	30,000	40,000	40,800	41,616	41,616	42,448	43,297
Miscellaneous/Other Income	6,067	270,295	520,289	270,265	257,013	261,000	266,220	271,544	271,544	276,975	282,515
Total Revenues	\$ 5,410,177	\$ 5,637,309	\$ 7,374,854	\$ 7,296,193	\$ 7,277,869	\$ 7,664,031	\$ 7,930,918	\$ 8,167,495	\$ 8,328,067	\$ 8,585,881	\$ 8,413,721
Transfers In:											
Transfers In:	244,658	30,158	32,591	26,186	100,000	101,500	100,000	100,000	100,000	100,000	100,000
Total Transfers In	\$ 244,658	\$ 30,158	\$ 32,591	\$ 26,186	\$ 100,000	\$ 101,500	\$ 100,000				
Total Resources Available: (Revenues & Transfers In)	\$ 5,654,835	\$ 5,667,467	\$ 7,407,445	\$ 7,322,379	\$ 7,377,869	\$ 7,765,531	\$ 8,030,918	\$ 8,267,495	\$ 8,428,067	\$ 8,685,881	\$ 8,513,721
Growth %:	6.12%	0.22%	30.70%	-1.15%	0.76%	5.25%	3.42%	2.95%	1.94%	3.06%	-1.98%

Continued on next Page

City of Sebastopol, CA General Fund/Transaction & Use Tax Fund History and Forecast FY 2010/11 Through 2020/21

	Actual FY 10/11	Actual FY 11/12	Actual FY 12/13	Actual FY 13/14	Est. Actual FY 14/15	Budget FY 15/16	Forecast FY 16/17	Forecast FY 17/18	Forecast FY 18/19	Forecast FY 19/20	Forecast FY 20/21
Department Expenditures:											
City Council	60,966	89,060	107,319	224,582	257,752	203,737	204,223	211,726	221,883	232,590	243,874
City Manager	184,750	127,269	69,748	117,405	108,137	154,877	160,618	168,954	173,619	178,530	183,700
City Attorney	158,862	143,309	229,079	370,426	136,265	129,168	134,631	140,304	145,005	149,944	155,132
City Clerk	-	109,355	146,499	163,131	190,621	223,834	240,157	248,043	251,688	255,531	259,586
Finance	65,883	65,633	120,675	125,182	108,304	124,339	125,525	129,632	131,550	134,033	136,185
Planning	116,996	186,605	269,322	274,104	568,776	602,590	392,545	405,166	410,254	415,618	421,276
Building	157,479	155,308	154,581	158,756	166,856	168,153	172,700	178,093	179,725	181,445	183,256
Police	2,981,474	2,896,453	2,947,930	3,025,970	3,309,208	3,535,165	3,567,264	3,649,360	3,740,925	3,780,154	3,764,203
Fire	581,350	592,213	574,657	545,700	695,979	782,740	794,738	806,114	817,491	829,446	842,008
Public Works	562,007	530,081	432,326	993,406	902,774	920,254	935,305	972,584	1,002,571	1,034,201	1,067,566
Community Center	184,553	110,871	108,734	130,438	220,548	333,869	346,803	360,237	376,079	392,725	410,217
Other General Gov't (Non-Dpt)	110,907	41,047	55,843	214,050	209,510	266,582	279,911	293,907	308,602	324,032	340,234
Debt Service	165,413	298,535	298,544	298,544	318,216	250,668	250,668	250,668	250,668	250,668	250,668
Total Department Expenditures	5,330,640	5,345,739	5,515,257	6,641,694	7,192,946	7,695,976	7,605,088	7,814,788	8,010,060	8,158,917	8,257,905
Other Expenditures:											
City Vehicles/Facilities	-	-	-	-	-	-	687,000	107,000	105,000	553,000	30,000
Total Other Expenditures	-	-	-	-	-	-	687,000	107,000	105,000	553,000	30,000
Transfers Out:											
Others - Overage of AD & GT	185,352	85,139	51,531	49,215	50,844	6,535	6,666	6,799	6,935	7,074	7,215
Others - Streets Pavement Reserve	100,000	-	150,000	150,000	100,000	-	150,000	150,000	150,000	150,000	150,000
Others - CIP	-	-	-	-	-	-	100,000	100,000	37,000	-	-
Total Transfers Out	285,352	85,139	201,531	199,215	150,844	6,535	256,666	256,799	193,935	157,074	157,215
Total Resources Used: (Departmental, Other Expenditures & Transfers Out)	\$ 5,615,992	\$ 5,430,878	\$ 5,716,788	\$ 6,840,909	\$ 7,343,790	\$ 7,702,511	\$ 8,548,754	\$ 8,178,587	\$ 8,308,995	\$ 8,868,991	\$ 8,445,120
Net Results of Operations: (Total Resources Available less Total Resources Used)	\$ 38,843	\$ 236,589	\$ 1,690,657	\$ 481,470	\$ 34,079	\$ 63,020	\$ (517,836)	\$ 88,908	\$ 119,072	\$ (183,110)	\$ 68,601
Contribution/(Uses) of Reserves:											
Total Annual Surplus/(Deficit): (Net Results of Operations & Contribution to Reserves)	\$ 38,843	\$ 236,589	\$ 1,690,657	\$ (723,530)	\$ (121,842)	\$ -	\$ (517,836)	\$ -	\$ -	\$ (183,110)	\$ -
Policy Reserve Level (15% to 20%)	\$ 817,587	\$ 769,851	\$ 812,737	\$ 981,355	\$ 1,053,836	\$ 1,117,776	\$ 1,244,713	\$ 1,268,467	\$ 1,369,916	\$ 1,551,298	\$ 1,638,890
Reserves Balance				\$ 1,205,000	\$ 1,049,079	\$ 1,112,099	\$ 1,112,099	\$ 1,201,007	\$ 1,320,079	\$ 1,320,079	\$ 1,388,680
Actual Reserve Level				18.4%	14.9%	14.9%	13.4%	15.1%	16.4%	15.3%	16.9%

ADOPTED FTE STAFFING SUMMARY

Budgeted Staffing	FY 2014/15 Approved	Add	Delete	FY 2015/16 Adopted
<u>City Council</u>				
Council Members	5			5
Video Recorder	1			1
Total	6			6
<u>City Manager/Clerk</u>				
City Manager ¹	1			1
City Clerk	1			1
Total	2			2
<u>City Attorney</u>				
City Attorney ¹	1			1
<u>Finance</u>				
Finance Director	1			1
Junior Accountant	2			2
Total	3			3
<u>Building Inspection</u>				
Building Official	1			1
Senior Administrative Assistant ²	0.6		0.1	0.5
Total	1.6			1.5
<u>Planning</u>				
Planning Director	1			1
Assistant Planner	0.85	0.15		1
Senior Administrative Assistant	0.76			0.76
Total	2.61	0.15		2.76
<u>Fire Services</u>				
Fire Chief	1			1
Senior Administrative Assistant ²	0.4	0.1		0.5
Volunteers	30			30
Total	31.4			31.5

ADOPTED FTE STAFFING SUMMARY

Budgeted Staffing	FY 2014/15 Approved	Add	Delete	FY 2015/16 Adopted
<u>Police Services</u>				
Police Chief	1			1
Captain	1			1
Sergeants	4			4
Officers	8			8
Dispatcher Supervisor	1			1
Dispatchers	5			5
Technician	1			1
Aide	1			1
Reseves	11			11
Total	33			33
<u>Public Works</u>				
Superintendent	1			1
Assistant Superintendent	1			1
Engineering Director ³	1		0.75	0.25
Vacant ³		0.75		0.75
Senior Administrative Assistant	1			1
Water Treatment Operator	1			1
Senior Maintenance Worker	1			1
Maintenance Worker III	1			1
Maintenance Worker II	1			1
Maintenance Worker II	1			1
Maintenance Worker I	1			1
Maintenance Worker I	1			1
Laborer	2			2
Laborer	1			1
Total	14	0.75	0.75	14
Grand Total	94.61	0.9	0.75	94.76

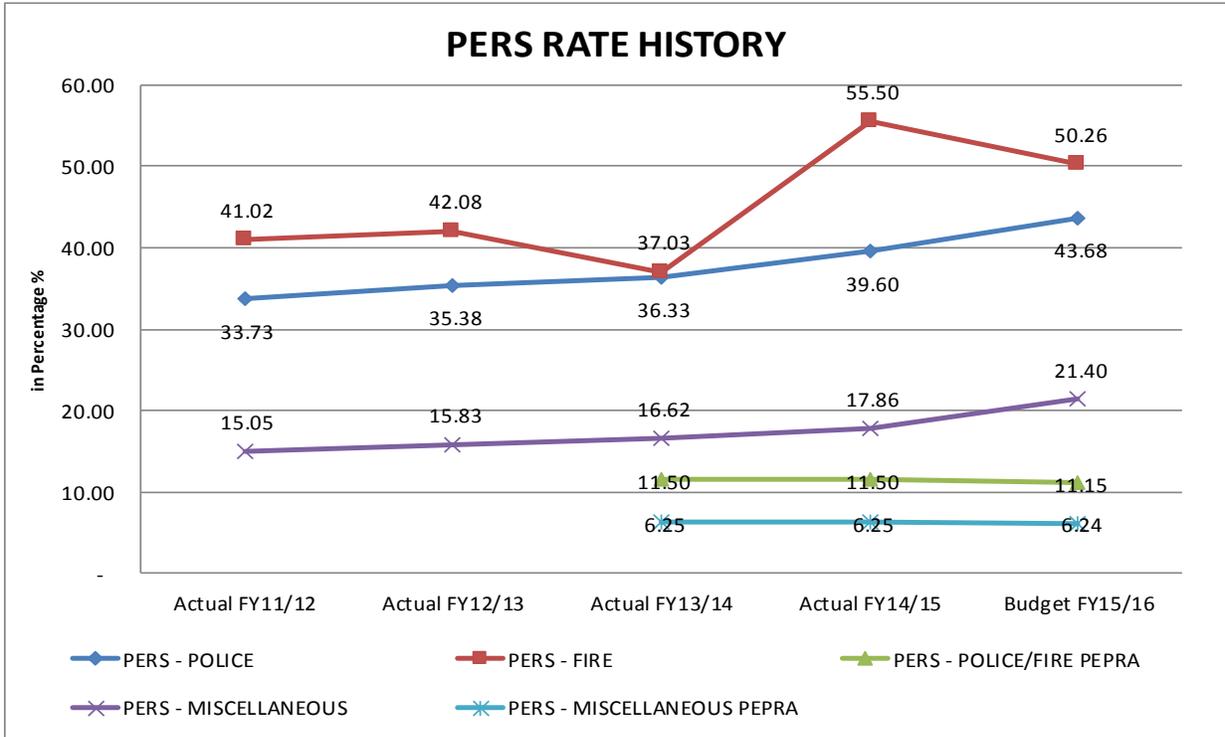
¹ Designate one employee holding two positions

² Designate employee sharing between departments

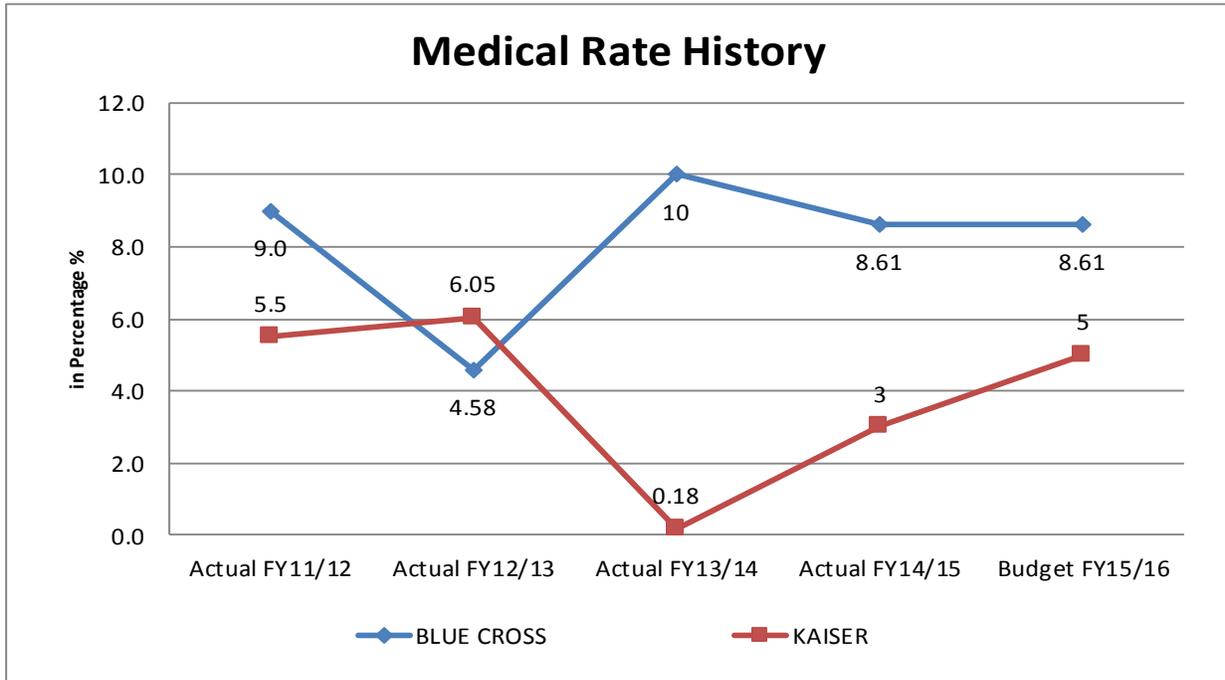
³ Position budgeted at 25% pending retirement. New position budgeted at 75% starting October

ADOPTED OVERHEAD ALLOCATION

Department	***** Percentage of Overhead Allocated by Fund *****				
	General Fund	T&U Fund	Water Fund	Sewer Fund	Total
City Council	74.0%		12.0%	14.0%	100.0%
City Manager	60.0%		20.0%	20.0%	100.0%
City Attorney	92.0%		5.0%	3.0%	100.0%
City Clerk	85.0%		8.0%	7.0%	100.0%
Finance	25.0%		38.0%	37.0%	100.0%
Building	74.0%		13.0%	13.0%	100.0%
Planning	92.0%		5.0%	3.0%	100.0%
Fire Services	93.0%		7.0%		100.0%
Police Services	89.6%	10.4%			100.0%
Public Works					
Corporation Yard		17.0%	48.0%	35.0%	100.0%
Government Building	50.0%		25.0%	25.0%	100.0%
Streets		100.0%			100.0%
Parking Lots	100.0%				100.0%
Parks & Landscaping	58.5%	41.5%			100.0%
Engineering	38.0%		34.0%	28.0%	100.0%
Storm Water		100.0%			100.0%
Non Departmental	82.0%		9.0%	9.0%	100.0%



Sources: PERS Actuarial Report



Appropriations Limit Worksheet For the Year Ending June 30, 2016

Appropriations limit for fiscal year ending June 30, 2015	\$ 12,798,989
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Adjustment factors for the fiscal year ending
June 30, 2015

Inflation Factor	1.0382
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Population Factor	1.0084
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Adjustment Factor	<u>1.04692088</u>
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Appropriations limit for fiscal year ending June 30, 2016	<u><u>\$ 13,399,529</u></u>
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Appropriations Limit:

State Law requires the annual calculation of the City's Appropriation (Gann) Limit, and the City's practice is to include the annual calculation and adoption at the same time as it reviews and approves the Budget. Staff has calculated the Fiscal Year 2015-2016 Limit at \$13,339,529.

DESCRIPTION OF FUNDS

General Fund: Accounts for all financial resources traditionally associated with governments, which are not required to be accounted for in another fund. The General Fund has no legal restrictions. Revenues generated are used to support city services such as police, fire, streets, parks and recreation.

Enterprise Funds: Consist of Water, and Sewer Funds:

- The Water Fund accounts for water production to City residents, including, but not limited to operations, maintenance, financing and related debt service, billing and collections.
- The Sewer Fund accounts for sewage disposal to City residents, including, but not limited to, operations, maintenance, financing and related debt service, and billing and collections.

Capital Projects Funds: Accounts for resources used for the acquisition or construction of capital facilities and infrastructure.

Special Revenue Funds: Accounts for revenues derived from specific revenue sources. These funds are required by statute or ordinance to finance particular functions or activities of government.

Debt Service Funds: Accumulates monies for payment of Tax Allocation Bonds, Certificates of Participation and other indebtedness. Financing is provided by a specific annual property tax increment, as well as lease revenues received from the City.

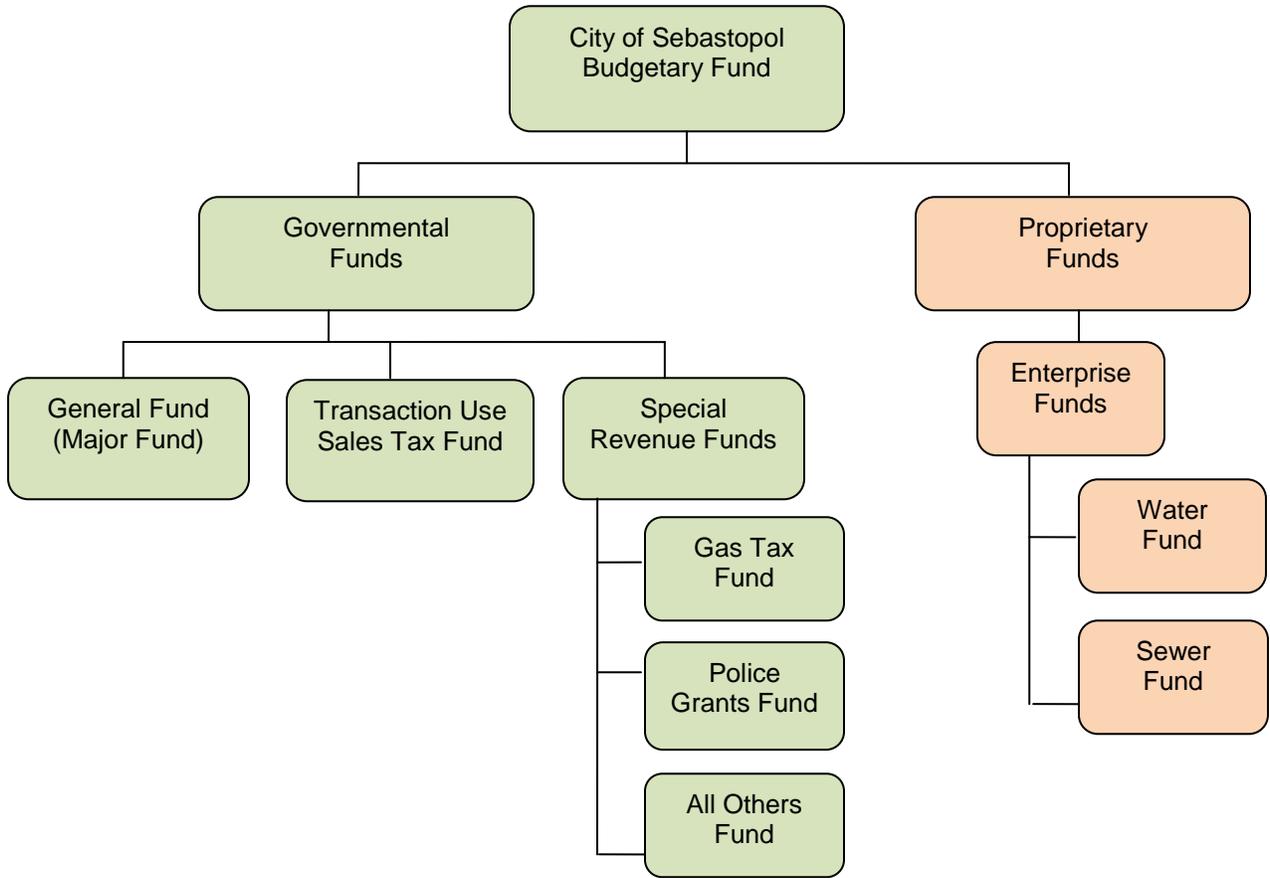
FUND STRUCTURE AND BASIS OF BUDGETING

In accordance with generally accepted principles, the City's financial reporting system is organized on a fund basis consisting of two major types – governmental and proprietary. The City's various funds are structured to segregate and identify those financial transactions and resources associated with providing specific activities or programs in conformance with special regulations, restrictions, or limitations.

The basis of accounting used for purposes of financial reporting is in accordance with generally accepted accounting principles (GAAP). The bases for each of the funds are not necessarily the same as the basis used in preparing the budget document. The City of Sebastopol used the modified accrual basis for budgeting. This basis is the method under which revenues and other financial resources are recognized when they become both "measurable" and available to finance expenditures of the current period. However, reconciling items are presented to convert the respective funds to the accounting basis used for financial reporting.

Budgets are prepared for each fund except the capital projects fund which adopt project-length projects and is effectively controlled at the project level.

Following is a discussion and a graphic presentation of the City's fund structure for budgeting:



FINANCIAL AND BUDGET TERMS

Adopted Budget - appropriations adopted by the City Council.

Adoption - formal action by the City Council, which sets the spending path for the fiscal year.

Appropriation - legal authorization given by the County Commission to make expenditures and incur obligations using County funds.

Assessed Value - the valuation of real property established by the Property Appraiser as a basis for levying taxes.

Bond - a special type of “loan” that provides funding for capital projects. Local governments are prohibited from borrowing funds to cover standard operating expenses.

Debt Service Budget - the debt service budget is money used to repay bond issues.

Enterprise Fund – the funding source for city agencies that are self-supporting, such as resource recovery facilities and water and wastewater facilities.

Fiscal Year - the 12-month financial period in which funds are appropriated and accounted for by the County, which begins October 1 and ends September 30 of the following year. A fiscal year is identified by the year in which it ends.

Fund - monies set aside and accounted for separately in order to ensure that the monies are spent for a specific purpose.

Fund Balance - the balance remaining after accounting for all liabilities and revenue incurred during that year, plus the previous year’s fund balance. It is calculated at the end of each fiscal year.

Mandated Service - required by State, Federal, County law, health and safety code of California, contractual obligations, legal and tort liabilities.

MOU - Memorandum of Understanding. A labor contract pursuant to state, law, the Meyers, Millias and Brown Act, between the City and a labor union or organized group of employees under which all conditions of employment are negotiated.

Operating Budget - a plan of financial operations that provides a basis for the planning, controlling, and evaluating the operational portion of governmental activities. The operating budget supports ongoing services and programs.

Property Tax base – total value of land and property upon which a taxing authority can levy taxes. The tax base is often different from the total property value in any area because some types of property, like schools and government facilities, are exempted from property taxes.

RESOLUTION NO. 6048

RESOLUTION OF THE COUNCIL OF THE CITY OF SEBASTOPOL APPROVING
AND ADOPTING THE OPERATING BUDGET FOR THE CITY OF SEBASTOPOL
FOR FISCAL YEAR 2015/2016

WHEREAS, the Budget Subcommittee has heretofore prepared and submitted to the City Council a proposed operating budget for the City of Sebastopol for the fiscal year 2015-16; and

WHEREAS, on June 16th, 2015 and June 30, 2015, the City Council has extensively considered the operating budget submitted by the Budget Subcommittee.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Sebastopol that the proposed operating budget for Fiscal Year 2015-16, is hereby approved and adopted as the operating budget for the City of Sebastopol for fiscal year 2015-16

IN COUNCIL DULY ADOPTED this 30th day of June, 2015.

VOTE:

Ayes: Councilmembers Eder, Glass, Jacob, Vice Mayor Gurney and Mayor Slayter

Noes: None

Absent: None

Abstain: None

APPROVED: 
Mayor Patrick Slayter

ATTEST: 
Mary Gourley, CMC, City Clerk

APPROVED AS TO FORM:



LARRY MCLAUGHLIN
CITY ATTORNEY

RESOLUTION NO 6049

RESOLUTION OF THE COUNCIL OF THE CITY OF SEBASTOPOL
ESTABLISHING THE APPROPRIATIONS LIMIT FOR THE
CITY OF SEBASTOPOL FOR THE 2015-16 FISCAL YEAR
PURSUANT TO ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION

WHEREAS, Article XIII B of the California Constitution (Proposition 4) provides for an annual appropriations limit for state and local governments beginning with the 1980-81 fiscal year, based on the 1978-79 appropriations, as adjusted for the changes in the cost of living or per capita personal income, population, and other specified factors; and

WHEREAS, implementing legislation, which became effective January 1, 1981, provides that each year the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit for the year pursuant to Article III B at a regularly scheduled meeting or noticed special meeting; and

WHEREAS, local jurisdictions may select either the percentage change in California per capita personal income as reported by the California Department of Finance or the percentage change in the local assessment roll due to the addition of local nonresidential new construction.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sebastopol:

1. For fiscal year 2015-16, the City of Sebastopol hereby (a) elects the change in the California Per Capita Personal Income for calculating the inflation factor, and (b) elects the change in the County's population for calculating the population factor, necessary to determine the City's appropriation limit.
2. For the fiscal year 2015-16, the total annual appropriations subject to limitation as specified by Article XIII B of the Constitution of the State of California for the City of Sebastopol Budget shall be: \$13,399,529.

IN COUNCIL DULY PASSED this 30th day of June, 2015.

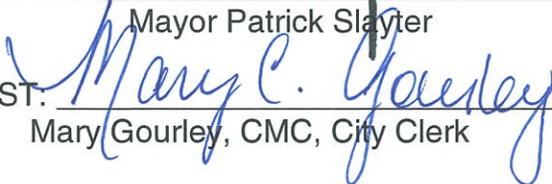
VOTE:

Ayes: Councilmembers Eder, Glass, Jacob, Vice Mayor Gurney and Mayor Slayter
Noes: None
Absent: None
Abstain: None

APPROVED: _____


Mayor Patrick Slayter

ATTEST: _____


Mary Gourley, CMC, City Clerk

APPROVED AS TO FORM:



Larry McLaughlin
City Attorney

RESOLUTION NO. 6050

RESOLUTION ADOPTING THE EXPENDITURE PLAN FOR SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUNDING (SLESF) OR CITIZENS OPTIONS FOR PUBLIC SAFETY (COPS) FOR THE CITY OF SEBASTOPOL FISCAL YEAR BUDGET OF 2015/2016

WHEREAS, AB1584, originally enacted as part of the state budget in Fiscal Year 1996/97, established the Citizens' Options for Public Safety (COPS) Program, which is anticipated to be funded by the state for Fiscal Year 2015/2016; and

WHEREAS, the Council conducted a public hearing to consider recommendations for use of these funds as required by law; and

WHEREAS, estimated funds available under this program total \$100,000 and are required to be placed in a special revenue fund; and shall be allocated for expenditures listed in the 2015/2016 budget; and

WHEREAS, the 2015/2016 budget is amended in anticipation of using the COPS funds as part of the Police Department's budget.

NOW, THEREFORE, BE IT RESOLVED that the Council approves the recommendation of the Chief of Police for use of the Supplemental Law Enforcement Services Funding or Citizens' Options for Public Safety Funds to continue to supplement one sworn officer position.

IN COUNCIL DULY APPROVED AND ADOPTED this 30th day of June, 2015.

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by City of Sebastopol City Council following a roll call vote:

City of Sebastopol Council:

VOTE:

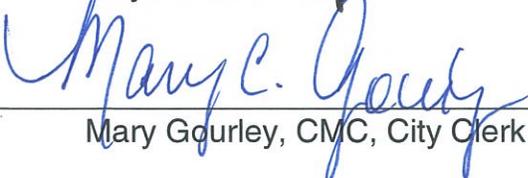
Ayes: Councilmembers Eder, Glass, Jacob, Vice Mayor Gurney and Mayor Slayter

Noes: None

Absent: None

Abstain: None

Approved: 
Mayor Patrick Slayter

Attest: 
Mary Gourley, CMC, City Clerk

Approved as to Form:



Larry McLaughlin
City Attorney