

# City of Cotati

Sonoma County, California



**NOTICE OF SPECIAL MEETING OF THE CITY COUNCIL  
OF THE CITY OF COTATI  
7:00 PM STUDY SESSION  
WEDNESDAY JUNE 15, 2011  
CITY COUNCIL CHAMBER, CITY HALL, 201 W. SIERRA AVENUE**

NOTICE IS HEREBY GIVEN that a special meeting of the City Council of the City of Cotati will be held on Wednesday June 15, 2011 at 7:00 p.m. in the City Council Chamber at City Hall, which is located at 201 W. Sierra Ave., Cotati, California.

The purpose of the meeting is a study session for:  
Discussion of the City's budget for the fiscal year 2011/2012.

No action will be taken by the Council at the study session. Pursuant to California Government Code section 54954.3(a), members of the public wishing to address the Council may do so at the beginning of the meeting, and such comments shall be limited to the special meeting topic.

Certification of Posting of the Notice: I declare under penalty of perjury that I am employed by the City of Cotati and that I posted this notice on the bulletin boards of City Hall, Veterans' Memorial Building and the U.S. Post Office on or before June 14, 2011.

/s/ Tamara Taylor, Deputy City Clerk

**Grants Fund  
2011-2012 Proposed Budget**

| Fund 02 |                                | 2009-2010<br>Actual | 2010-2011      |                       | 2011-2012          |
|---------|--------------------------------|---------------------|----------------|-----------------------|--------------------|
|         |                                |                     | Adopted Budget | Estimated Year<br>End | Proposed<br>Budget |
| Acct    | Description                    |                     |                |                       |                    |
|         | Revenues:                      |                     |                |                       |                    |
| 41220   | Other Grants                   | \$ 501,197          | \$ -           | \$ -                  | \$ -               |
| 42295   | Other                          | -                   | -              | -                     | -                  |
|         | Total Revenues                 | 501,197             | -              | -                     | -                  |
|         | Current Expenditures:          |                     |                |                       |                    |
| 61025   | Other Contract Services        | -                   | -              | -                     | -                  |
|         | Capital Outlay:                |                     |                |                       |                    |
| 71081   | Equipment                      | 6,528               | -              | -                     | -                  |
| 71082   | Capital Improvements           | -                   | -              | -                     | -                  |
|         | Total Expenditures             | 6,528               | -              | -                     | -                  |
|         | Other Sources (Uses):          |                     |                |                       |                    |
| 61085   | Operating Transfers Out        | (492,445)           | -              | -                     | -                  |
|         | Beginning Fund Balance, July 1 | 71                  | 2,295          | 2,295                 | 2,295              |
|         | Ending Fund Balance, June 30   | 2,295               | \$ 2,295       | \$ 2,295              | \$ 2,295           |

**Budget Details**

|       |                      |      |
|-------|----------------------|------|
| 41220 | Other Grants         | \$ - |
| 71081 | Equipment            | \$ - |
| 71082 | Capital Improvements | \$ - |

**CDBG Fund  
2011-2012 Proposed Budget**

| Fund 03 |                                     | 2010-2011           |                | 2011-2012             |                    |
|---------|-------------------------------------|---------------------|----------------|-----------------------|--------------------|
| Acct    | Description                         | 2009-2010<br>Actual | Adopted Budget | Estimated Year<br>End | Proposed<br>Budget |
|         | Revenues:                           |                     |                |                       |                    |
| 41234   | CDBG Grant                          | \$ 68,190           | \$ 350,000     | \$ 106,836            | \$ 186,361         |
| 44105   | Loan Repayments                     | -                   | -              | -                     | -                  |
| 42193   | Other Interest                      | -                   | -              | -                     | -                  |
|         | Total Revenues                      | 68,190              | 350,000        | 106,836               | 186,361            |
|         | Current Expenditures:               |                     |                |                       |                    |
| 61072   | Reimbursements                      | -                   | -              | -                     | -                  |
|         | Capital Outlay:                     |                     |                |                       |                    |
| 71082   | Capital Improvements                | 68,190              | 350,000        | 106,836               | 186,361            |
|         | Total Expenditures                  | 68,190              | 350,000        | 106,836               | 186,361            |
|         | Other Sources (Uses):               |                     |                |                       |                    |
| 42259   | Operating Transfers In              | -                   | -              | -                     | -                  |
|         | Beginning Fund Balance, July 1      | -                   | -              | -                     | -                  |
|         | <b>Ending Fund Balance, June 30</b> | <b>\$ -</b>         | <b>\$ -</b>    | <b>\$ -</b>           | <b>\$ -</b>        |

**Budget Details**

|   | <u>Amount</u>     |
|---|-------------------|
| 71082 <b>Capital Improvements</b>             |                   |
| C026 - Community Center Restroom ADA          | \$ 81,382         |
| T043 - Charles Street ADA Improvement Project | 71,697            |
| C027 - City Hall Mens Restroom ADA            | 33,282            |
|   | <u>\$ 186,361</u> |

**Solid Waste Reduction (EAC/AB 939 FUND 6)**  
**2011-2012 Proposed Budget**

| Fund 06 |                                     | 2010-2011           |                  |                       | 2011-2012          |
|---------|-------------------------------------|---------------------|------------------|-----------------------|--------------------|
| Acct    | Description                         | 2009-2010<br>Actual | Adopted Budget   | Estimated Year<br>End | Proposed<br>Budget |
|         | Revenues:                           |                     |                  |                       |                    |
| 41170   | Franchise Fees                      | \$ 16,794           | \$ 17,150        | \$ 17,865             | \$ 17,600          |
| 42295   | Other Revenues                      | 6                   | -                | -                     | -                  |
|         | Total Revenues                      | 16,800              | 17,150           | 17,865                | 17,600             |
|         | Current Expenditures:               |                     |                  |                       |                    |
| 61025   | Other Contract Services             | 6,000               | 6,000            | 6,000                 | 6,000              |
|         | Total Expenditures                  | 6,000               | 6,000            | 6,000                 | 6,000              |
|         | Other Sources (Uses):               |                     |                  |                       |                    |
| 61085   | Operating Transfers Out             | (300)               | (300)            | (150)                 | -                  |
|         | Beginning Fund Balance, July 1      | 66,017              | 76,517           | 76,517                | 88,232             |
|         | <b>Ending Fund Balance, June 30</b> | <b>\$ 76,517</b>    | <b>\$ 87,367</b> | <b>\$ 88,232</b>      | <b>\$ 99,832</b>   |

|       |                         |                 |
|-------|-------------------------|-----------------|
| 61025 | Other Contract Services | <u>\$ 6,000</u> |
| 61085 | Operating Transfers Out | <u>\$ -</u>     |

**Community and Environment Commission Fund  
2011-2012 Proposed Budget**

| Fund 08 |                                   | 2010-2011           |                | 2011-2012             |                    |
|---------|-----------------------------------|---------------------|----------------|-----------------------|--------------------|
| Acct    | Description                       | 2009-2010<br>Actual | Adopted Budget | Estimated Year<br>End | Proposed<br>Budget |
|         | Revenues:                         |                     |                |                       |                    |
| 42295   | Other Revenue                     | \$ -                | \$ -           | \$ -                  | \$ -               |
| 43101   | Food and Beverage Sales           | 2,286               | -              | -                     | -                  |
| 43103   | Gate Proceeds                     | -                   | 1,285          | 1,433                 | 1,300              |
| 43104   | Sale of Merchandise               | -                   | -              | -                     | -                  |
| 43108   | Auction Proceeds                  | 338                 | -              | -                     | -                  |
| 43109   | Raffle Proceeds                   | -                   | 335            | 95                    | -                  |
|         | Total Revenues                    | 2,624               | 1,620          | 1,528                 | 1,300              |
|         | Current Expenditures:             |                     |                |                       |                    |
| 51****  | Salaries and Benefits             | -                   | -              | 1,500                 | -                  |
| 61025   | Other Contract Services           | 1,590               | 1,590          | 1,605                 | 1,600              |
| 610**   | Travel, Meetings, and Training    | 276                 | -              | 82                    | 100                |
| 61036   | Telephone Expense                 | 237                 | 235            | 270                   | -                  |
| 61038   | Information Systems               | -                   | 20             | -                     | -                  |
| 61040   | Departmental Supplies             | 20                  | 275            | 4                     | 50                 |
| 61041   | Materials, Tools, Small Equipment | 196                 | 195            | -                     | -                  |
| 61042   | Equipment Rental                  | -                   | -              | -                     | -                  |
| 61048   | Printing & Photocopying           | -                   | -              | -                     | -                  |
|         | Total Expenditures                | 2,318               | 2,315          | 3,461                 | 1,750              |
|         | Other Sources (Uses):             |                     |                |                       |                    |
| 42259   | Operating Transfers In            | 300                 | 300            | 1,327                 | 450                |
| 61085   | Operating Transfers Out           | -                   | -              | -                     | -                  |
|         | Beginning Fund Balance, July 1    | -                   | 606            | 606                   | 0                  |
|         | Ending Fund Balance, June 30      | \$ 606              | \$ 211         | \$ 0                  | \$ 0               |

**Budget Details**

|  | <u>Amount</u> |
|--|---------------|
| 61025 Other Contract Services<br>Caterer, Pasta Dinner | \$ 1,600      |
| 61040 Departmental Supplies                            | \$ 50         |
| 42259 Operating Transfers In<br>General Fund - Subsidy | \$ 450        |

**Public Safety Fund  
2011-2012 Proposed Budget**

| Fund 09 | Acct  | Description  | 2010-2011           |                | 2011-2012             |
|---------|-------|--|---------------------|----------------|-----------------------|
|         |       |  | 2009-2010<br>Actual | Adopted Budget | Estimated Year<br>End |
|         |       | Revenues:  |                     |                |                       |
|         | 41220 | SLESF - Supplemental Law Enforcement Services Fund | \$ 100,000          | \$ 100,000     | \$ 100,000            |
|         | 41220 | Grants - Other                                     | -                   | -              | -                     |
|         | 41220 | Other Grant Revenues                               | -                   | -              | -                     |
|         | 42295 | Other Revenues                                     | -                   | -              | -                     |
|         |       | Total Revenues                                     | 100,000             | 100,000        | 100,000               |
|         |       | Capital Outlay:                                    |                     |                |                       |
|         | 71081 | Equipment  | -                   | -              | -                     |
|         |       | Total Expenditures                                 | -                   | -              | -                     |
|         |       | Other Sources (Uses):                              |                     |                |                       |
|         | 42259 | Operating Transfers In                             | -                   | -              | -                     |
|         | 61085 | Operating Transfers Out                            | (100,000)           | (100,000)      | (100,000)             |
|         |       | Beginning Fund Balance, July 1                     | 12,595              | 12,595         | 12,595                |
|         |       | Ending Fund Balance, June 30                       | \$ 12,595           | \$ 12,595      | \$ 12,595             |

**Budget Details**

|   | <u>Amount</u> |
|---|---------------|
| 71081 <b>Equipment</b>  | \$ -          |
| 61085 <b>Operating Transfers Out</b><br>General Fund - Police (Overtime, Supplies, Services) - Supplemental Law Enforcement Services Fund | \$ -          |

**Gas Taxes Fund  
2011-2012 Proposed Budget**

| Fund 21 |                                    | 2009-2010<br>Actual | 2010-2011      |                       | 2011-2012          |
|---------|------------------------------------|---------------------|----------------|-----------------------|--------------------|
|         |                                    |                     | Adopted Budget | Estimated Year<br>End | Proposed<br>Budget |
| Acct    | Description                        |                     |                |                       |                    |
|         | Revenues:                          |                     |                |                       |                    |
| 4122X   | Gas Tax                            | 131,340             | \$ 129,050     | \$ 193,933            | \$ 128,500         |
| 41220   | Grants - Traffic Congestion Relief | 67,168              | -              | -                     | -                  |
| 42192   | Investment Earnings                | 359                 | -              | 349                   | 350                |
|         | Total Revenues                     | 198,867             | 129,050        | 194,282               | 128,850            |
|         | Current Expenditures:              |                     |                |                       |                    |
| 61025   | Other Contract Services            | -                   | -              | 2,000                 | -                  |
| 61076   | Contributions                      | 4,034               | 4,034          | 3,976                 | 4,000              |
|         | Total Expenditures                 | 4,034               | 4,034          | 5,976                 | 4,000              |
|         | Other Sources (Uses):              |                     |                |                       |                    |
| 61085   | Operating Transfers Out            | (127,306)           | (125,016)      | (187,957)             | (286,090)          |
|         | Beginning Fund Balance, July 1     | 93,365              | 160,892        | 160,892               | 161,241            |
|         | Ending Fund Balance, June 30       | \$ 160,892          | \$ 160,891     | \$ 161,241            | \$ (0)             |

**Budget Details**

|       |  | <u>Amount</u>     |
|-------|--|-------------------|
| 61076 | <b>Contributions</b><br>Sonoma County Transportation Authority         | <u>\$ 4,000</u>   |
| 61085 | <b>Operating Transfers Out</b><br>General Fund - Streets (Maintenance) | <u>\$ 286,090</u> |

**Transportation Development Fund  
2011-2012 Proposed Budget**

| Fund 22     |                                |           | 2010-2011           |                |                       | 2011-2012          |
|-------------|--------------------------------|-----------|---------------------|----------------|-----------------------|--------------------|
|             |                                |           | 2009-2010<br>Actual | Adopted Budget | Estimated Year<br>End | Proposed<br>Budget |
| <b>Acct</b> | <b>Description</b>             |           |                     |                |                       |                    |
|             | Revenues:                      |           |                     |                |                       |                    |
| 41097       | Sales Tax - Measure M          | \$ 38,163 | \$ 39,000           | \$ 39,318      | \$ 38,539             |                    |
| 42192       | Investment Earnings            | 2,888     | 2,500               | 1,125          | -                     |                    |
|             | Total Revenues                 | 41,051    | 41,500              | 40,443         | 38,539                |                    |
|             | Current Expenditures:          |           |                     |                |                       |                    |
| 62004       | Matching Contributions         | -         | -                   | -              | -                     |                    |
|             | Capital Outlay:                |           |                     |                |                       |                    |
| 71082       | Capital Improvements           | -         | -                   | 400,000        | -                     |                    |
|             | Total Expenditures             | -         | -                   | 400,000        | -                     |                    |
|             | Other Sources (Uses):          |           |                     |                |                       |                    |
| 42259       | Operating Transfers In         | -         | -                   | -              | -                     |                    |
| 61085       | Operating Transfers Out        | (38,162)  | -                   | -              | -                     |                    |
|             | Beginning Fund Balance, July 1 | 479,033   | 481,922             | 481,922        | 122,365               |                    |
|             | Ending Fund Balance, June 30   | 481,922   | \$ 523,422          | \$ 122,365     | \$ 160,904            |                    |

61085 Operating Transfers Out Amount  
\$ \_\_\_\_\_ -

**Parks and Recreation Development Fund  
2011-2012 Proposed Budget**

| Fund 23 | Acct  | Description                                      | 2010-2011        |                | 2011-2012          |
|---------|-------|--|------------------|----------------|--------------------|
|         |       |  | 2009-2010 Actual | Adopted Budget | Estimated Year End |
|         | 41571 | Revenues:<br>Development Fees                    | \$ -             | \$ -           | \$ -               |
|         |       | Total Revenues                                   | -                | -              | -                  |
|         | 61085 | Other Sources (Uses):<br>Operating Transfers Out | -                | -              | -                  |
|         |       | Beginning Fund Balance, July 1                   | -                | -              | -                  |
|         |       | Ending Fund Balance, June 30                     | \$ -             | \$ -           | \$ -               |

**Budget Details**

|       |   | <u>Amount</u> |
|-------|---|---------------|
| 61085 | Operating Transfers Out<br>General Fund - Parks (Maintenance) | <u>\$ -</u>   |

**Park In-Lieu Fund  
2011-2012 Proposed Budget**

| Fund 24               |                                     | 2010-2011           |                   | 2011-2012             |                    |
|-----------------------|-------------------------------------|---------------------|-------------------|-----------------------|--------------------|
| Acct                  | Description                         | 2009-2010<br>Actual | Adopted Budget    | Estimated Year<br>End | Proposed<br>Budget |
| Revenues:             |                                     |                     |                   |                       |                    |
| 41220                 | Grants-State Pk Bond per Capita     | \$ -                | \$ -              | \$ -                  | \$ -               |
| 41220                 | Grants-L016                         | -                   | -                 | -                     | -                  |
| 41572                 | Park In-Lieu Fees                   | -                   | -                 | -                     | -                  |
| 42192                 | Investment Earnings                 | 3,786               | -                 | 11,170                | -                  |
|                       | Total Revenues                      | 3,786               | -                 | 11,170                | -                  |
| Current Expenditures: |                                     |                     |                   |                       |                    |
| 51****                | Salaries and Benefits               | -                   | -                 | 6,000                 | -                  |
| 61025                 | Other Contact Services              | -                   | -                 | 200                   | 10,000 Contingency |
| 61040                 | Supplies                            | 488                 | -                 | 500                   | -                  |
| Capital Outlay:       |                                     |                     |                   |                       |                    |
| 71082                 | Capital Improvements                | 2,705               | 50,000            | -                     | 50,000             |
|                       | Total Expenditures                  | 3,193               | 50,000            | 6,700                 | 60,000             |
| Other Sources (Uses): |                                     |                     |                   |                       |                    |
| 61085                 | Operating Transfers Out             | -                   | -                 | -                     | -                  |
|                       | Beginning Fund Balance, July 1      | 617,278             | 617,872           | 617,872               | 622,342            |
|                       | <b>Ending Fund Balance, June 30</b> | <b>\$ 617,872</b>   | <b>\$ 567,872</b> | <b>\$ 622,342</b>     | <b>\$ 562,342</b>  |

**Budget Details**

|  | <u>Amount</u> |
|--|---------------|
| 71082 <b>Capital Improvements</b><br>Veronda / Faletti Park - Vision | \$ 50,000     |
| 61085 <b>Operating Transfers Out</b>                                 | \$ -          |

**Inclusionary Housing Fund  
2011-2012 Proposed Budget**

| Fund 26 |                                | 2009-2010<br>Actual | 2010-2011      |                       | 2011-2012          |
|---------|--------------------------------|---------------------|----------------|-----------------------|--------------------|
|         |                                |                     | Adopted Budget | Estimated Year<br>End | Proposed<br>Budget |
| Acct    | Description                    |                     |                |                       |                    |
|         | Revenues:                      |                     |                |                       |                    |
| 41568   | Housing Linkage Fees           | \$ -                | \$ -           | \$ -                  | \$ -               |
| 41569   | In-Lieu Housing Fee            | 30,132              | -              | 86,480                | -                  |
| 42192   | Investment Earnings            | 17,627              | 14,500         | 19,729                | 20,000             |
|         | Total Revenues                 | 47,759              | 14,500         | 106,209               | 20,000             |
|         | Current Expenditures:          |                     |                |                       |                    |
| 61022   | Legal Fees                     | 47,033              | 5,000          | 15,000                | 50,000             |
| 61025   | Other Contract Services        | -                   | -              | -                     | -                  |
|         | Capital Outlay:                |                     |                |                       |                    |
| 71082   | Capital Improvements           | -                   | -              | -                     | -                  |
|         | Total Expenditures             | 47,033              | 5,000          | 15,000                | 50,000             |
|         | Other Sources (Uses):          |                     |                |                       |                    |
| 61085   | Operating Transfers Out        | -                   | -              | -                     | -                  |
|         | Beginning Fund Balance, July 1 | 3,176,265           | 3,176,991      | 3,176,991             | 3,268,200          |
|         | Ending Fund Balance, June 30   | \$ 3,176,991        | \$ 3,186,491   | \$ 3,268,200          | \$ 3,238,200       |

**Budget Details**

|                               | <u>Amount</u> |
|-------------------------------|---------------|
| 71082 Capital Improvements    | \$ -          |
| 61085 Operating Transfers Out | \$ -          |

**Traffic Mitigation Fund  
2011-2012 Proposed Budget**

| Fund 28                      |                                     | 2010-2011           |                   |                       | 2011-2012          |
|------------------------------|-------------------------------------|---------------------|-------------------|-----------------------|--------------------|
|                              |                                     | 2009-2010<br>Actual | Adopted Budget    | Estimated Year<br>End | Proposed<br>Budget |
| Acct                         | Description                         |                     |                   |                       |                    |
| <b>Revenues:</b>             |                                     |                     |                   |                       |                    |
| 41542                        | Traffic Mitigation Fee              | \$ -                | \$ -              | \$ -                  | \$ -               |
| 42192                        | Investment Earnings                 | 735                 | 600               | 839                   | 800                |
| 42247                        | Property Owner Contributions        | -                   | -                 | -                     | -                  |
|                              | <b>Total Revenues</b>               | <b>735</b>          | <b>600</b>        | <b>839</b>            | <b>800</b>         |
| <b>Current Expenditures:</b> |                                     |                     |                   |                       |                    |
| 61025                        | Other Contract Services             | -                   | -                 | -                     | -                  |
| <b>Capital Outlay:</b>       |                                     |                     |                   |                       |                    |
| 71082                        | Capital Improvements                | -                   | -                 | -                     | 134,699            |
|                              | <b>Total Expenditures</b>           | <b>-</b>            | <b>-</b>          | <b>-</b>              | <b>134,699</b>     |
| <b>Other Sources (Uses):</b> |                                     |                     |                   |                       |                    |
| 42259                        | Operating Transfers In              | -                   | -                 | -                     | -                  |
| 61085                        | Operating Transfers Out             | -                   | -                 | -                     | -                  |
|                              | Beginning Fund Balance, July 1      | 132,325             | 133,060           | 133,060               | 133,899            |
|                              | <b>Ending Fund Balance, June 30</b> | <b>\$ 133,060</b>   | <b>\$ 133,660</b> | <b>\$ 133,899</b>     | <b>\$ (0)</b>      |

**Budget Details**

|       |  | <u>Amount</u> |
|-------|--|---------------|
| 71082 | <b>Capital Improvements</b>                |               |
|       | ORH Intersection Improvements (ORH/George) | \$ 134,699    |
| 42259 | <b>Operating Transfers In</b>              | \$ -          |

**2001 Limited Obligation Improvement Bond Fund  
 South Sonoma Business Park Assessment District  
 2011-2012 Proposed Budget**

| Fund 31, 32 |                                | 2010-2011           |                |                       | 2011-2012          |
|-------------|--------------------------------|---------------------|----------------|-----------------------|--------------------|
| Acct        | Description                    | 2009-2010<br>Actual | Adopted Budget | Estimated Year<br>End | Proposed<br>Budget |
|             | Revenues:                      |                     |                |                       |                    |
| 42181       | Special Assessments            | \$ 459,027          | \$ 447,500     | \$ 447,500            | \$ 447,500         |
| 42192       | Investment Earnings            | 175                 | 350            | 758                   | 750                |
| 44100       | Bond Proceeds                  | -                   | -              | -                     | -                  |
|             | Total Revenues                 | 459,202             | 447,850        | 448,258               | 448,250            |
|             | Current Expenditures:          |                     |                |                       |                    |
| 61015       | Special Legal Services         | -                   | -              | -                     | -                  |
| 61025       | Other Contract Services        | -                   | -              | -                     | -                  |
| 61033       | Postage                        | -                   | -              | -                     | -                  |
| 61095       | Bond Principal                 | 95,000              | 110,000        | 100,000               | 105,000            |
| 61096       | Interest Expense               | 353,763             | 337,500        | 347,425               | 340,763            |
| 6109*       | Banking, Trust & Agency Fees   | 3,500               | 3,975          | 3,674                 | 3,500              |
|             | Total Expenditures             | 452,262             | 451,475        | 451,099               | 449,263            |
|             | Other Sources (Uses):          |                     |                |                       |                    |
| 42259       | Operating Transfers In         | -                   | -              | -                     | -                  |
| 61085       | Operating Transfers Out        | -                   | -              | -                     | -                  |
|             | Beginning Fund Balance, July 1 | 796,805             | 803,745        | 803,745               | 800,904            |
|             | Ending Fund Balance, June 30   | \$ 803,745          | \$ 800,120     | \$ 800,904            | \$ 799,891         |

**Asset Seizure Fund  
2011-2012 Proposed Budget**

| Fund 50 |                                | 2009-2010<br>Actual | 2010-2011      |                       | 2011-2012          |
|---------|--------------------------------|---------------------|----------------|-----------------------|--------------------|
|         |                                |                     | Adopted Budget | Estimated Year<br>End | Proposed<br>Budget |
| Acct    | Description                    |                     |                |                       |                    |
|         | Revenues:                      |                     |                |                       |                    |
| 41211   | Seized Property                | \$ (336)            | \$ -           | \$ 2,015              | \$ -               |
| 41235   | Asset Forfeiture               | -                   | -              | -                     | -                  |
| 42192   | Investment Earnings            | (417)               | -              | 1,081                 | 750                |
|         | Total Revenues                 | (753)               | -              | 3,096                 | 750                |
|         | Current Expenditures:          |                     |                |                       |                    |
| 61040   | Supplies                       | -                   | -              | -                     | 2,037              |
| 61043   | Repairs and Replacements       | -                   | -              | -                     | 2,119              |
|         | Capital Outlay:                |                     |                |                       |                    |
| 71081   | Equipment                      | -                   | -              | 10,000                | 4,750              |
|         | Total Expenditures             | -                   | -              | 10,000                | 8,906              |
|         | Other Sources (Uses):          |                     |                |                       |                    |
| 61085   | Operating Transfers Out        | -                   | -              | -                     | -                  |
|         | Beginning Fund Balance, July 1 | 39,466              | 38,713         | 38,713                | 31,809             |
|         | Ending Fund Balance, June 30   | \$ 38,713           | \$ 38,713      | \$ 31,809             | \$ 23,654          |

**Budget Details**

|       |  |                 |
|-------|--|-----------------|
| 61040 | <b>Supplies</b><br>Taser Cartridges and Holsters                       | <u>\$ 2,037</u> |
| 61043 | <b>Rifles -</b><br>Refurbish (5) Received Free From Federal Government | <u>\$ 2,119</u> |
| 71081 | <b>Equipment</b><br>Tasers (5)   | <u>\$ 4,750</u> |
| 61085 | <b>Operating Transfers Out</b>   | <u>\$ -</u>     |

**Maintenance Assessment Districts Fund  
2011-2012 Proposed Budget**

| Fund 201 |  | 2010-2011           |                  |                       | 2011-2012          |
|----------|--|---------------------|------------------|-----------------------|--------------------|
| Acct     | Description  | 2009-2010<br>Actual | Adopted Budget   | Estimated Year<br>End | Proposed<br>Budget |
| 42181    | Revenues:<br>Special Assessments                             | \$ 33,247           | \$ 2,370         | \$ 7,000              | \$ 20,557          |
|          | Total Revenues   | 33,247              | 2,370            | 7,000                 | 20,557             |
| 51XXX    | Current Expenditures:<br>Salaries - Public Works Time        | 3,706               | -                | 8,100                 | 398                |
| 61025    | Other Contract Services                                      | 280                 | -                | -                     | 8,719              |
| 61041    | Materials, Tools, Small Equipment                            | 1,146               | -                | -                     | -                  |
| 61051    | Utilities  | 7,880               | 804              | 6,242                 | 8,139              |
|          | Total Expenditures   | 13,012              | 804              | 14,342                | 17,256             |
| 42259    | Other Sources (Uses):<br>Operating Transfers In - GF Subsidy | -                   | -                | -                     | -                  |
| 61085    | Operating Transfers Out - Admin                              | (1,107)             | (123)            | (981)                 | (1,254)            |
|          | Beginning Fund Balance, July 1                               | 40,274              | 59,402           | 59,402                | 51,079             |
|          | <b>Ending Fund Balance, June 30</b>                          | <b>\$ 59,402</b>    | <b>\$ 60,846</b> | <b>\$ 51,079</b>      | <b>\$ 53,126</b>   |

**Budget Details**

|   | <u>Amount</u>    |
|---|------------------|
| 42181 Special Assessments-  |                  |
| 2011 - Valparaiso Vista Subdivision - 15 parcels at \$158 per parcel        | \$ -             |
| 2012 - Quail Hollow IV Subdivision - 31 parcels at \$40 per parcel          | 1,240            |
| 2013 - Sommers Subdivision - 8 parcels at \$290-\$435 per parcel            | -                |
| 2014 - Macklin Phase I Subdivision - 39 parcels at \$32.00 per parcel       | 1,248            |
| 2015 - Sierra Meadows Subdivision - 30 parcels at \$0 per parcel            | -                |
| 2016 - Oak Knoll Subdivision - 24 parcels at \$133.50 per parcel            | -                |
| 2017 - Garden Gate Subdivision - 15 parcels at \$195.56 per parcel          | 2,933            |
| 2018 - Park Meadows Subdivision - 39 parcels at \$388.10 per parcel         | 15,136           |
| 2019 - Cotati Station Subdivision - 70 parcels at \$ 0 per parcel           | -                |
| 2020 - Altman Acres Subdivision - 14 parcels at \$350.00 per parcel         | -                |
|   | <u>\$ 20,557</u> |
| 51XXX Salaries and Benefits - Public Works Staff Time - Inspection, Repairs |                  |
| 2011 - Valparaiso Vista Subdivision   | \$ -             |
| 2012 - Quail Hollow IV Subdivision  | -                |
| 2013 - Sommers Subdivision  | -                |
| 2014 - Macklin Phase I Subdivision  | 133              |
| 2015 - Sierra Meadows Subdivision   | -                |
| 2016 - Oak Knoll Subdivision  | -                |
| 2017 - Garden Gate Subdivision  | 66               |
| 2018 - Park Meadows Subdivision   | -                |
| 2019 - Cotati Station Subdivision   | -                |
| 2020 - Altman Acres Subdivision   | 199              |
|   | <u>\$ 398</u>    |

**Maintenance Assessment Districts Fund  
Budget Details (Continued)**

|       |  |    |              |
|-------|--|----|--------------|
| 61051 | Utilities  |    |              |
|       | 2011 - Valparaiso Vista Subdivision  | \$ | 831          |
|       | 2012 - Quail Hollow IV Subdivision   |    | 680          |
|       | 2013 - Sommers Subdivision   |    | 561          |
|       | 2014 - Macklin Phase I Subdivision   |    | 400          |
|       | 2015 - Sierra Meadows Subdivision  |    | 270          |
|       | 2016 - Oak Knoll Subdivision   |    | 351          |
|       | 2017 - Garden Gate Subdivision   |    | 819          |
|       | 2018 - Park Meadows Subdivision  |    | 3,896        |
|       | 2019 - Cotati Station Subdivision  |    | -            |
|       | 2020 - Altman Acres Subdivision  |    | 331          |
|       |  | \$ | <u>8,139</u> |
| 42259 | Operating Transfers In-<br>General Fund - Subsidy                                      | \$ | <u>-</u>     |
| 61085 | Operating Transfers Out<br>General Fund - Administration                               |    |              |
|       | 2011 - Valparaiso Vista Subdivision  | \$ | 157          |
|       | 2012 - Quail Hollow IV Subdivision   |    | 157          |
|       | 2013 - Sommers Subdivision   |    | 157          |
|       | 2014 - Macklin Phase I Subdivision   |    | 157          |
|       | 2015 - Sierra Meadows Subdivision  |    | 157          |
|       | 2016 - Oak Knoll Subdivision   |    | 157          |
|       | 2017 - Garden Gate Subdivision   |    | 157          |
|       | 2018 - Park Meadows Subdivision (No administration cost included in Engineer's report) |    |              |
|       | 2019 - Cotati Station Subdivision  |    | 157          |
|       | 2020 - Altman Acres Subdivision  |    |              |
|       |  | \$ | <u>1,254</u> |

**K9 Program Fund  
2011-2012 Proposed Budget**

| Fund 202 | Acct  | Description                       | 2010-2011           |                | 2011-2012             |
|----------|-------|-----------------------------------|---------------------|----------------|-----------------------|
|          |       |                                   | 2009-2010<br>Actual | Adopted Budget | Estimated Year<br>End |
|          |       | Revenues:                         |                     |                |                       |
|          | 42248 | Donations                         | \$ 7,480            | \$ 6,263       | \$ 7,150              |
|          | 4XXXX | Other Revenue                     | -                   | -              | -                     |
|          |       | Total Revenues                    | 7,480               | 6,263          | 7,150                 |
|          |       | Current Expenditures:             |                     |                |                       |
|          | 51XXX | Salaries / Overtime               | 3,335               | 3,200          | 1,400                 |
|          | 61025 | Other Contract Services           | 1,935               | 1,962          | 1,925                 |
|          | 61033 | Postage                           | 182                 | 182            | 200                   |
|          | 61037 | Vehicle Expense                   | 2,024               | 1,420          | 2,300                 |
|          | 61038 | Information Systems               | -                   | -              | -                     |
|          | 610XX | Travel, Meetings, and Training    | -                   | -              | -                     |
|          | 61040 | Departmental Supplies             | 55                  | 55             | 131                   |
|          | 61041 | Materials, Tools, Small Equipment | -                   | -              | -                     |
|          | 61043 | Repairs and Replacements          | -                   | -              | -                     |
|          |       | Total Expenditures                | 7,531               | 6,819          | 5,956                 |
|          |       | Other Sources (Uses):             |                     |                |                       |
|          | 42259 | Operating Transfers In            | -                   | -              | -                     |
|          |       | Beginning Fund Balance, July 1    | (1,143)             | (1,194)        | (1,194)               |
|          |       | Ending Fund Balance, June 30      | \$ (1,194)          | \$ (1,750)     | \$ 0                  |
|          |       |                                   |                     | \$ 4,300       | \$ 4,300              |

**Budget Details**

|  | <u>Amount</u>   |
|--|-----------------|
| 61025 Other Contract Services<br>Master K-9 - Officer and Canine | <u>\$ 1,800</u> |
| 42259 Operating Transfers In                                     | <u>\$ -</u>     |

**General Capital Outlay Fund  
2011-2012 Proposed Budget**

| Fund 204 |                                     | 2010-2011           |                   | 2011-2012             |                    |
|----------|-------------------------------------|---------------------|-------------------|-----------------------|--------------------|
| Acct     | Description                         | 2009-2010<br>Actual | Adopted Budget    | Estimated Year<br>End | Proposed<br>Budget |
|          | Revenues:                           |                     |                   |                       |                    |
| 42247    | Property Owner Contributions        | \$ -                | \$ -              | \$ -                  | \$ -               |
|          | Total Revenues                      | -                   | -                 | -                     | -                  |
|          | Current Expenditures:               |                     |                   |                       |                    |
| 51XXX    | Salaries                            | -                   | -                 | -                     | -                  |
|          | Capital Outlay:                     |                     |                   |                       |                    |
| 71082    | Capital Improvements                | 549,344             | 250,000           | 25,000                | 250,000            |
|          | Total Expenditures                  | 549,344             | 250,000           | 25,000                | 250,000            |
|          | Other Sources (Uses):               |                     |                   |                       |                    |
| 42259    | Operating Transfers In              | 492,445             | -                 | -                     | -                  |
| 61085    | Operating Transfers Out             | -                   | -                 | -                     | -                  |
|          | Beginning Fund Balance, July 1      | 472,073             | 415,174           | 415,174               | 390,174            |
|          | <b>Ending Fund Balance, June 30</b> | <b>\$ 415,174</b>   | <b>\$ 165,174</b> | <b>\$ 390,174</b>     | <b>\$ 140,174</b>  |

**Budget Details**

|   | <u>Amount</u>     |
|---|-------------------|
| 71082 <b>Capital Improvements</b><br>Matches as Needed for Grants | <u>\$ 250,000</u> |
| 42259 <b>Operating Transfers In</b><br>General Fund               | <u>\$ -</u>       |

**Explorer Program  
2011-2012 Proposed Budget**

| Fund 205 |                                     | 2010-2011           |                |                       | 2011-2012          |
|----------|-------------------------------------|---------------------|----------------|-----------------------|--------------------|
|          |                                     | 2009-2010<br>Actual | Adopted Budget | Estimated Year<br>End | Proposed<br>Budget |
| Acct     | Description                         |                     |                |                       |                    |
|          | Revenues:                           |                     |                |                       |                    |
| 42237    | Other Reimbursements                | \$ -                | \$ -           | \$ -                  | \$ -               |
| 42248    | Donations                           | -                   | -              | -                     | -                  |
|          | Total Revenues                      | -                   | -              | -                     | -                  |
|          | Current Expenditures:               |                     |                |                       |                    |
| 51017    | Uniforms                            | 90                  | 600            | 332                   | -                  |
| 61025    | Other Contract Services             | -                   | -              | -                     | -                  |
| 610**    | Travel, Meetings & Training         | -                   | 200            | -                     | 500                |
| 61040    | Departmental Supplies               | 485                 | 200            | -                     | 200                |
|          | Total Expenditures                  | 575                 | 1,000          | 332                   | 700                |
|          | Other Sources (Uses):               |                     |                |                       |                    |
| 42259    | Operating Transfers In              | -                   | -              | -                     | -                  |
|          | Beginning Fund Balance, July 1      | 1,885               | 1,310          | 1,310                 | 978                |
|          | <b>Ending Fund Balance, June 30</b> | <b>\$ 1,310</b>     | <b>\$ 310</b>  | <b>\$ 978</b>         | <b>\$ 278</b>      |

**Budget Details**

|                              | <u>Amount</u> |
|------------------------------|---------------|
| 42259 Operating Transfers In | <u>\$ -</u>   |

**Citizen Volunteer Program  
2011-2012 Proposed Budget**

| Fund 206 |   | 2010-2011           |                                      | 2011-2012          |
|----------|---|---------------------|--------------------------------------|--------------------|
| Acct     | Description                                     | 2009-2010<br>Actual | Estimated Year<br>Adopted Budget End | Proposed<br>Budget |
| 42248    | Revenues:<br>Donations                          | \$ -                | \$ - \$ 50                           | \$ -               |
|          | Total Revenues                                  | -                   | 50                                   | -                  |
| 51017    | Current Expenditures:<br>Uniforms               | 173                 | 600 142                              | 498                |
| 61025    | Other Contract Services                         | 187                 | 600 -                                | 1,302              |
| 61040    | Supplies  | 211                 | 300 -                                | -                  |
| 61040    | Departmental Supplies                           |                     |                                      |                    |
|          | Total Expenditures                              | 571                 | 1,500 142                            | 1,800              |
| 42259    | Other Sources (Uses):<br>Operating Transfers In | 571                 | 1,500 92                             | 1,800              |
|          | Beginning Fund Balance, July 1                  | -                   | 0 0                                  | 0                  |
|          | Ending Fund Balance, June 30                    | \$ 0                | \$ 0 \$ 0                            | \$ 0               |

**Budget Details**

42259 Operating Transfers In

Amount  
\$ 1,800

**Water Operating Fund  
2011-2012 Budget Summary**

Fund 12, Department 700

| Acct     | Description                               | 2009-2010<br>Actual | 2010-2011         |                       | 2011-2012          |
|----------|---|---------------------|-------------------|-----------------------|--------------------|
|          |   |                     | Adopted<br>Budget | Estimated Year<br>End | Proposed<br>Budget |
|          | Revenues:                                 |                     |                   |                       |                    |
| 42050/55 | Water Sales                               | \$ 1,183,283        | \$ 1,300,000      | \$ 1,185,482          | \$ 1,185,000       |
| 420XX    | Other Service Fees                        | 53,497              | 53,000            | 12,769                | 49,060             |
| 42192    | Investment Earnings                       | 7,592               | 6,000             | 2,857                 | 3,000              |
| 42295    | Other Revenues                            | 8,663               | 5,240             | 7,736                 | 5,000              |
| 44105    | Principal Debt Repayment                  | -                   | -                 | -                     | -                  |
|          | <b>Total Revenues</b>                     | <b>1,253,035</b>    | <b>1,364,240</b>  | <b>1,208,844</b>      | <b>1,242,060</b>   |
|          | Expenses:                                 |                     |                   |                       |                    |
| 510XX    | Salaries and Benefits                     | 412,672             | 423,881           | 451,385               | 423,747            |
| 51003    | Overtime                                  | 7,345               | 5,000             | 6,000                 | 6,000              |
| 61018    | Special Engineering Services              | 6,735               | 320,362           | 129,522               | 122,214            |
| 61022    | Legal Fees                                | 4,237               | 3,300             | 3,000                 | 3,000              |
| 61024    | SCWA Water Fees                           | 373,595             | 400,000           | 393,970               | 400,000            |
| 61025    | Other Contract Services                   | 88,133              | 161,000           | 102,311               | 88,637             |
| 61026    | Auditing Fees                             | 2,550               | 2,970             | 3,000                 | 3,000              |
| 61027    | Insurance                                 | 36,816              | 35,000            | 33,316                | 29,232             |
| 61031    | Advertising & Publications                | 677                 | 1,000             | 100                   | 3,000              |
| 61033    | Postage                                   | 2,821               | 3,500             | 4,500                 | 4,500              |
| 61034    | Dues & Subscriptions                      | 2,234               | 4,000             | 3,750                 | 4,000              |
| 610**    | Travel, Meetings, and Training            | 916                 | 1,600             | 2,100                 | 2,500              |
| 61036    | Telephone                                 | 10,838              | 10,750            | 10,117                | 10,500             |
| 61037    | Vehicle Expense                           | 5,955               | 6,000             | 6,000                 | 6,000              |
| 61038    | Information Systems                       | 10,626              | 11,600            | 10,500                | 10,500             |
| 61039    | Bad Debt Expense                          | 34                  | -                 | -                     | -                  |
| 61040    | Office Supplies                           | 1,248               | 1,290             | 1,350                 | 1,350              |
| 61041    | Materials, Tools, Small Equipment         | 21,831              | 15,000            | 25,500                | 25,000             |
| 61042    | Equipment Rental                          | 436                 | 450               | 500                   | 500                |
| 61043    | Repairs and Replacements                  | 2,672               | 550               | -                     | -                  |
| 61048    | Printing and Photocopying                 | 4,522               | 4,750             | 4,000                 | 4,000              |
| 61051    | Utilities                                 | 36,074              | 36,000            | 42,262                | 45,000             |
| 61090    | Banking Fees - Credit Card Processing     | 2,461               | 2,400             | 1,600                 | 2,000              |
| 62005    | Rebates/Conservation Program              | 15,162              | 30,000            | 10,000                | 25,000             |
|          | Capital Outlay:                           |                     |                   |                       |                    |
| 71081    | Equipment                                 | -                   | 2,250             | 2,250                 | 33,000             |
| 71082    | Capital Improvements                      | 148,277             | 415,000           | 324,946               | 620,000            |
|          | <b>Total Expenses</b>                     | <b>1,198,866</b>    | <b>1,897,653</b>  | <b>1,571,979</b>      | <b>1,872,680</b>   |
|          | Other Sources (Uses):                     |                     |                   |                       |                    |
| 42259    | Operating Transfers In                    | 11,711              | 100,000           | -                     | -                  |
| 61085    | Operating Transfers Out                   | (142,742)           | (109,020)         | (109,020)             | (109,020)          |
|          | Beginning Retained Earnings, July 1*      | 1,401,500           | 1,324,638         | 1,324,638             | 852,483            |
|          | <b>Ending Retained Earnings, June 30*</b> | <b>\$ 1,324,638</b> | <b>\$ 782,205</b> | <b>\$ 852,483</b>     | <b>\$ 112,843</b>  |

**2011-2012 Budget Summary**

| 510XX | <b>Salaries and Benefits</b>   | <b>Adopted<br/>10-11 FTE</b> | <b>Proposed<br/>11-12 FTE</b> | <b>Amount</b>     |
|-------|--|------------------------------|-------------------------------|-------------------|
|       | City Council   | 0.55                         | 0.70                          | 9,080             |
|       | City Manager   | 0.15                         | 0.15                          | 27,555            |
|       | Deputy City Clerk  | 0.10                         | 0.10                          | 9,893             |
|       | Director of Administrative Services  | 0.25                         | 0.25                          | 34,994            |
|       | Accountant   | 0.03                         | 0.15                          | 13,919            |
|       | Accounting Specialist  | 0.20                         | 0.00                          | -                 |
|       | Account Clerk II   | 0.40                         | 0.40                          | 33,071            |
|       | Director of Public Works/City Engineer   | 0.34                         | 0.34                          | 53,267            |
|       | Field Maintenance Supervisor   | 0.48                         | 0.48                          | 54,291            |
|       | Engineer Associate   | 0.50                         | 0.33                          | 27,948            |
|       | Maintenance Worker II  | 0.43                         | 0.54                          | 50,955            |
|       | Maintenance Worker II  | 0.53                         | 0.43                          | 42,874            |
|       | Maintenance Worker II  | 0.54                         | 0.53                          | 42,364            |
|       | Maintenance Worker II  | 0.26                         | 0.26                          | 23,535            |
|       |  | <u>4.76</u>                  | <u>4.66</u>                   | <u>\$ 423,747</u> |
| <br>  |  |                              |                               |                   |
| 61018 | <b>Special Engineering Services</b>  |                              |                               |                   |
|       | Urban Water Master Plan / Water Master Plan / GIS Implementation                                   |                              |                               | \$ 44,851         |
|       | Water Supply Reliability - Aquifer Storage and Recovery (ASR) Pilot Study                          |                              |                               | 23,636            |
|       | SCADA Upgrade Design   |                              |                               | 22,535            |
|       | Annual Well Treatment and System Maintenance   |                              |                               | 10,000            |
|       | 009S - USGS Groundwater Supply Assessment  |                              |                               | 7,262             |
|       | Santa Rosa Groundwater Plain Management Plan   |                              |                               | 6,000             |
|       | Monumentation and Facility Land Survey   |                              |                               | 5,930             |
|       | Records Management System  |                              |                               | 2,000             |
|       |  |                              |                               | <u>\$ 122,214</u> |
| <br>  |  |                              |                               |                   |
| 61025 | <b>Other Contract Services</b>   |                              |                               |                   |
|       | 003P - Water Conservation Program  |                              |                               | \$ 35,000         |
|       | Laboratory Services - Brelje and Race  |                              |                               | 20,000            |
|       | General Plan Update  |                              |                               | 10,000            |
|       | Certification - Department of Health Services  |                              |                               | 7,500             |
|       | Rate Study / Capital Project Financing Plan  |                              |                               | 7,500             |
|       | Conservation Corp North Bay Apprenticeship   |                              |                               | 4,637             |
|       | Processing, Mailing of Bills - Infosend  |                              |                               | 4,000             |
|       |  |                              |                               | <u>\$ 88,637</u>  |
| <br>  |  |                              |                               |                   |
| 61027 | <b>Insurance</b>   |                              |                               |                   |
|       | Water Fund Allocation - (See General Fund Dept #305 for Breakdown - Total \$153,851 Estimated) 19% |                              |                               | <u>\$ 29,232</u>  |
| <br>  |  |                              |                               |                   |
| 61085 | <b>Operating Transfers Out</b>   |                              |                               |                   |
|       | Recycled Water Line Fund - Annual Allocation   |                              |                               | \$ 100,000        |
|       | General Fund - Government Buildings Maintenance  |                              |                               | -                 |
|       | General Fund - Administration  |                              |                               | 8,420             |
|       | General Fund - Public Information Services   |                              |                               | 600               |
|       |  |                              |                               | <u>\$ 109,020</u> |
| <br>  |  |                              |                               |                   |
| 71081 | <b>Equipment</b>   |                              |                               |                   |
|       | Clor-Tech Power Supply - Well 1A   |                              |                               | \$ 18,000         |
|       | Irrigation Controller  |                              |                               | 15,000            |
|       |  |                              |                               | <u>\$ 33,000</u>  |

**Water Operating Fund  
Budget Details (Continued)**

|       |  |                   |
|-------|--|-------------------|
| 71082 | <b>Capital Improvements - Existing Users</b>                         |                   |
|       | SCADA System Upgrade   | \$ 200,000        |
|       | Z045 Well 1A and 3 Filter and Control Valve Replacement (Carry Over) | 140,000           |
|       | West Sierra Tank Exterior Coating Repair                             | 100,000           |
|       | AMR Meter Upgrade - Year 1   | 75,000            |
|       | West Cotati Avenue Main Replacement Design                           | 50,000            |
|       | Cypress Tank final property acquisition and design                   | 25,000            |
|       | Low Water Use Demonstration Garden Signage                           | 15,000            |
|       | Well 1A Filter Root Repair (Carry Over)                              | 15,000            |
|       |  | <u>\$ 620,000</u> |

**Water Capital Fund**  
**2011-2012 Budget Summary**

Fund 13, Department 700

| Acct  | Description                               | 2009-2010<br>Actual | 2010-2011           |                       | Proposed<br>Budget  |
|-------|---|---------------------|---------------------|-----------------------|---------------------|
|       |   |                     | Adopted<br>Budget   | Estimated Year<br>End |                     |
|       | Revenues:                                 |                     |                     |                       |                     |
| 420X0 | Water Connection Fees                     | \$ 6,556            | \$ -                | \$ -                  | \$ -                |
| 420XX | Other Service Fees                        | 11,870              | 1,000               | 120                   | -                   |
| 42192 | Investment Earnings                       | 690                 | 500                 | 316                   | -                   |
|       | Total Revenues                            | 19,116              | 1,500               | 436                   | -                   |
|       | Expenses:                                 |                     |                     |                       |                     |
| 61092 | Depreciation Expense                      | 148,482             | 165,000             | 150,000               | 150,000             |
|       | Capital Outlay:                           |                     |                     |                       |                     |
| 71081 | Equipment                                 | -                   | -                   | -                     | -                   |
| 71082 | Capital Improvements                      | 47,633              | 15,000              | 15,000                | 75,000              |
| 72001 | Capitalized Revenues / Expenses           | (178,807)           | -                   | -                     | -                   |
|       | Total Expenses                            | 17,308              | 180,000             | 165,000               | 225,000             |
|       | Other Sources (Uses):                     |                     |                     |                       |                     |
| 42259 | Operating Transfers In                    | -                   | -                   | -                     | -                   |
| 61085 | Operating Transfers Out                   | (13,500)            | (13,500)            | (13,500)              | (13,500)            |
|       | Beginning Retained Earnings, July 1*      | 4,569,662           | 4,557,969           | 4,557,969             | 4,379,905           |
|       | <b>Ending Retained Earnings, June 30*</b> | <b>\$ 4,557,969</b> | <b>\$ 4,365,969</b> | <b>\$ 4,379,905</b>   | <b>\$ 4,141,405</b> |

**Budget Details**

|   | <u>Amount</u>    |
|---|------------------|
| 71082 <b>Capital Improvements - Future Users</b><br>T042 - Old Redwood Hwy - George Street to HWY 116 | \$ <u>75,000</u> |
| 61085 <b>Operating Transfers Out</b><br>General Fund - Administration Costs                           | \$ <u>13,500</u> |

**Recycled Water Line Fund  
2011-2012 Budget Summary**

| Fund 14, Department 700 |   | 2010-2011         |                   | 2011-2012          |                   |
|-------------------------|---|-------------------|-------------------|--------------------|-------------------|
| Acct                    | Description                               | 2009-2010 Actual  | Adopted Budget    | Estimated Year End | Proposed Budget   |
|                         | Revenues:                                 |                   |                   |                    |                   |
| 42192                   | Investment Earnings                       | \$ 1,998          | \$ 1,500          | \$ 1,199           | \$ 1,500          |
|                         | Total Revenues                            | 1,998             | 1,500             | 1,199              | 1,500             |
|                         | Expenses:                                 |                   |                   |                    |                   |
| 61018                   | Special Engineering Services              | -                 | 50,000            | -                  | 75,000            |
|                         | Total Expenses                            | -                 | 50,000            | -                  | 75,000            |
|                         | Other Sources (Uses):                     |                   |                   |                    |                   |
| 42259                   | Operating Transfers In                    | 100,000           | 100,000           | 100,000            | 100,000           |
| 61085                   | Operating Transfers Out                   | -                 | -                 | -                  | -                 |
|                         | Beginning Retained Earnings, July 1*      | 345,226           | 447,224           | 447,224            | 548,423           |
|                         | <b>Ending Retained Earnings, June 30*</b> | <b>\$ 447,224</b> | <b>\$ 498,724</b> | <b>\$ 548,423</b>  | <b>\$ 574,923</b> |

\* This amount represents the cash balance in the retained earnings of the fund.

**Budget Details**

|   | <u>Amount</u>     |
|---|-------------------|
| 42259 <b>Operating Transfers In</b><br>Water Capital Fund - Annual Allocation | <u>\$ 100,000</u> |
| 61018 <b>Special Engineering Fees</b><br>Recycled Water Line Design           | <u>\$ 75,000</u>  |

**Sewer Operating Fund  
2011-2012 Budget Summary**

Fund 18, Department 800

| Acct     | Description                               | 2009-2010<br>Actual | 2010-2011           |                       | 2010-2011          |
|----------|---|---------------------|---------------------|-----------------------|--------------------|
|          |   |                     | Adopted<br>Budget   | Estimated Year<br>End | Proposed<br>Budget |
|          | Revenues:                                 |                     |                     |                       |                    |
| 42000/05 | Sewer Treatment Charges                   | \$ 2,094,825        | \$ 2,150,000        | \$ 2,023,872          | \$ 2,025,000       |
| 42192    | Investment Earnings                       | 6,724               | 5,500               | 2,866                 | -                  |
| 42237    | Reimbursement - City of Santa Rosa        | 72,964              | -                   | 61,735                | -                  |
| 44105    | Principle Debt Repayment                  | -                   | -                   | -                     | -                  |
|          | <b>Total Revenues</b>                     | <b>2,174,514</b>    | <b>2,155,500</b>    | <b>2,088,473</b>      | <b>2,025,000</b>   |
|          | Expenses:                                 |                     |                     |                       |                    |
| 510XX    | Salaries and Benefits                     | 298,732             | 313,181             | 340,563               | 296,993            |
| 51003    | Overtime                                  | 2,086               | 2,000               | 1,500                 | 1,500              |
| 61018    | Special Engineering Services              | 2,637               | 273,800             | 42,351                | 152,556            |
| 61022    | Legal Fees                                | 486                 | 600                 | 300                   | 600                |
| 61025    | Other Contract Services                   | 13,619              | 29,500              | 16,000                | 31,637             |
| 61026    | Auditing Fees                             | 2,550               | 2,970               | 3,000                 | 3,000              |
| 61027    | Insurance                                 | 34,879              | 33,000              | 31,693                | 27,693             |
| 61029    | Wastewater Treatment Fees                 | 1,662,543           | 1,675,000           | 1,683,768             | 1,596,700          |
| 61031    | Advertising & Publications                | 411                 | 500                 | 200                   | 500                |
| 61033    | Postage                                   | 1,749               | 2,500               | 2,000                 | 2,000              |
| 61034    | Dues & Subscriptions                      | 1,966               | 2,157               | 2,750                 | 2,500              |
| 610XX    | Travel, Meetings, and Training            | 903                 | 1,000               | 2,453                 | 2,500              |
| 61036    | Telephone                                 | 5,614               | 5,100               | 5,100                 | 5,500              |
| 61037    | Vehicle Maintenance                       | 4,983               | 5,000               | 6,000                 | 6,000              |
| 61038    | Information Systems                       | 6,680               | 7,600               | 8,000                 | 8,000              |
| 61039    | Bad Debt Expense                          | 76                  | -                   | -                     | -                  |
| 61040    | Office Supplies                           | 888                 | 1,000               | 1,200                 | 1,200              |
| 61041    | Materials, Tools, Small Equipment         | 8,827               | 2,664               | 3,500                 | 3,500              |
| 61042    | Equipment Rental                          | -                   | -                   | -                     | -                  |
| 61043    | Repairs and Replacements                  | 218                 | 1,000               | 750                   | 1,000              |
| 61048    | Printing and Photocopying                 | 2,354               | 2,400               | 2,400                 | 2,500              |
| 61051    | Utilities                                 | 1,867               | 1,846               | 2,227                 | 2,300              |
| 61090    | Banking Fees - Credit Card Processing     | 4,804               | 4,500               | 2,500                 | 3,000              |
| 62001    | Plumbing Retrofit Expenses                | 45,037              | 50,000              | 25,000                | 25,000             |
|          | Capital Outlay:                           |                     |                     |                       |                    |
| 71081    | Equipment                                 | -                   | 2,750               | 2,750                 | 40,000             |
| 71082    | Capital Improvements                      | 36,452              | 65,250              | 106,040               | 1,135,280          |
|          | <b>Total Expenses</b>                     | <b>2,140,362</b>    | <b>2,485,318</b>    | <b>2,292,045</b>      | <b>3,351,459</b>   |
|          | Other Sources (Uses):                     |                     |                     |                       |                    |
| 42259    | Operating Transfers In                    | -                   | -                   | -                     | -                  |
| 61085    | Operating Transfers Out                   | (27,643)            | (9,020)             | (9,024)               | (9,020)            |
|          | Beginning Retained Earnings, July 1*      | 1,554,451           | 1,560,960           | 1,560,960             | 1,348,364          |
|          | <b>Ending Retained Earnings, June 30*</b> | <b>\$ 1,560,960</b> | <b>\$ 1,222,122</b> | <b>\$ 1,348,364</b>   | <b>\$ 12,885</b>   |

\* This amount represents the cash balance in the retained earnings of the fund.

**Sewer Operating Fund  
2011-2012 Budget Summary**

| 510XX | <b>Salaries and Benefits</b>  | <b>Adopted<br/>10-11 FTE</b> | <b>Proposed<br/>11-12 FTE</b> | <b>Amount</b>       |
|-------|---|------------------------------|-------------------------------|---------------------|
|       | City Council  | 0.55                         | 0.10                          | 1,297               |
|       | City Manager  | 0.15                         | 0.15                          | 27,555              |
|       | Assistant to the City Manager   | 0.00                         | 0.00                          | -                   |
|       | Deputy City Clerk   | 0.10                         | 0.10                          | 9,893               |
|       | Director of Administrative Services   | 0.15                         | 0.15                          | 20,996              |
|       | Accountant  | 0.07                         | 0.25                          | 10,775              |
|       | Accounting Specialist   | 0.20                         | 0.00                          | 33,071              |
|       | Account Clerk II  | 0.40                         | 0.40                          | 3,144               |
|       | Director of Public Works/City Engineer  | 0.33                         | 0.33                          | 51,700              |
|       | Field Maintenance Supervisor  | 0.21                         | 0.21                          | 23,752              |
|       | Associate Engineer  | 0.50                         | 0.33                          | 27,948              |
|       | Maintenance Worker II   | 0.25                         | 0.28                          | 26,421              |
|       | Maintenance Worker II   | 0.30                         | 0.25                          | 22,231              |
|       | Maintenance Worker II   | 0.28                         | 0.30                          | 24,631              |
|       | Maintenance Worker II   | 0.15                         | 0.15                          | 13,578              |
|       |   | <u>3.64</u>                  | <u>3.00</u>                   | <u>\$ 296,993</u>   |
| <br>  |   |                              |                               |                     |
| 61018 | <b>Special Engineering Fees</b>   |                              |                               |                     |
|       | Inflow and Infiltration Study   |                              |                               | \$ 100,000          |
|       | SCADA Upgrade Design  |                              |                               | 22,535              |
|       | Sewer Master Plan / Gis Implementation  |                              |                               | 22,091              |
|       | Monumentation and Facility Land Survey  |                              |                               | 5,930               |
|       | Records Management System   |                              |                               | 2,000               |
|       |   |                              |                               | <u>\$ 152,556</u>   |
| <br>  |   |                              |                               |                     |
| 61025 | <b>Other Contract Services</b>  |                              |                               |                     |
|       | General Plan Update   |                              |                               | \$ 10,000           |
|       | Processing, Mailing of Bills - Infosend and Insite  |                              |                               | 8,000               |
|       | Rate Study / Capital Project Financing Plan   |                              |                               | 7,500               |
|       | Conservation Corp North Bay Apprenticeship  |                              |                               | 4,637               |
|       | Subregional Flow Meter Maintenance  |                              |                               | 1,500               |
|       |   |                              |                               | <u>\$ 31,637</u>    |
| <br>  |   |                              |                               |                     |
| 61027 | <b>Insurance</b>  |                              |                               |                     |
|       | Sewer Fund Allocation - (see General Fund Dept #305 for Breakdown - Total \$ 153,851) 18% |                              |                               | <u>\$ 27,693</u>    |
| <br>  |   |                              |                               |                     |
| 61029 | <b>Wastewater Treatment Fees</b>  |                              |                               |                     |
|       | City of Santa Rosa  |                              |                               | <u>\$ 1,596,700</u> |
| <br>  |   |                              |                               |                     |
| 61085 | <b>Operating Transfers Out</b>  |                              |                               |                     |
|       | General Fund - Administration   |                              |                               | \$ 8,420            |
|       | General Fund - Public Information Services  |                              |                               | 600                 |
|       | General Fund - Government Buildings Maintenance   |                              |                               | -                   |
|       |   |                              |                               | <u>\$ 9,020</u>     |
| <br>  |   |                              |                               |                     |
| 71081 | <b>Equipment</b>  |                              |                               |                     |
|       | X027- Sewer Flow Monitoring Stations (2)  |                              |                               | \$ 35,000           |
|       | Emergency Lift Station Bypass Pumping Equip,emt   |                              |                               | 5,000               |
|       |   |                              |                               | <u>\$ 40,000</u>    |
| <br>  |   |                              |                               |                     |
| 71082 | <b>Capital Improvements</b>   |                              |                               |                     |
|       | Laguna Relief Sewer - Phase 1 (Helman/Redwood to ORH/St Joseph)                           |                              |                               | 645,480             |
|       | T042 - Laguna Relief Sewer - Phase 2 (ORH - St Joseph to George)                          |                              |                               | 289,800             |
|       | SCADA System Upgrade  |                              |                               | 200,000             |
|       |   |                              |                               | <u>\$ 1,135,280</u> |

**Sewer Capital Fund  
2011-2012 Budget Summary**

| Fund 19, Department 800 |   | 2010-2011           |                     | 2011-2012           |                     |
|-------------------------|---|---------------------|---------------------|---------------------|---------------------|
| Acct                    | Description                               | 2009-2010 Actual    | Adopted Budget      | Estimated Year End  | Proposed Budget     |
|                         | Revenues:                                 |                     |                     |                     |                     |
| 42010                   | Sewer Connection Fees                     | \$ 24,252           | \$ -                | \$ -                | \$ -                |
| 42040                   | Wastewater Conservation                   | -                   | -                   | -                   | -                   |
| 420X0                   | Other Service Fees                        | 54                  | -                   | -                   | -                   |
| 42192/93                | Investment Earnings                       | 37,155              | 31,000              | 15,926              | -                   |
| 42237                   | Reimbursement - City of Santa Rosa        | -                   | -                   | -                   | -                   |
|                         | Total Revenues                            | 61,461              | 31,000              | 15,926              | -                   |
|                         | Expenses:                                 |                     |                     |                     |                     |
| 61022                   | Legal Laguna Sewer                        | -                   | -                   | -                   | -                   |
| 61092                   | Depreciation Expense                      | 120,620             | 131,000             | 122,000             | 122,000             |
|                         | Capital Outlay:                           |                     |                     |                     |                     |
| 71081                   | Equipment                                 | -                   | -                   | -                   | -                   |
| 71082                   | Capital Improvements                      | 5,789               | 112,289             | 25,539              | 531,720             |
| 72001                   | Capitalized Revenues / Expenses           | (14,616)            | -                   | -                   | -                   |
|                         | Total Expenses                            | 111,794             | 243,289             | 147,539             | 653,720             |
|                         | Other Sources (Uses):                     |                     |                     |                     |                     |
| 42259                   | Operating Transfers In                    | -                   | -                   | -                   | -                   |
| 61085                   | Operating Transfers Out                   | (38,711)            | (127,000)           | (126,996)           | (52,000)            |
|                         | Beginning Retained Earnings, July '1*     | 9,963,928           | 9,874,884           | 9,874,884           | 9,616,275           |
|                         | <b>Ending Retained Earnings, June 30*</b> | <b>\$ 9,874,884</b> | <b>\$ 9,535,595</b> | <b>\$ 9,616,275</b> | <b>\$ 8,910,555</b> |

\* This amount represents the cash balance in the retained earnings of the fund.

**Budget Details**

|  | <u>Amount</u>     |
|--|-------------------|
| <b>61085 Operating Transfers Out</b>                             |                   |
| Water Operating Fund - 'Cash for Grass' Program                  | \$ 25,000         |
| General Fund - Administration                                    | 27,000            |
|  | <u>\$ 52,000</u>  |
| <br>   |                   |
| <b>71082 Capital Improvements</b>                                |                   |
| Laguna Relief Sewer - Phase 1 (Helman/Redwood to ORH/St Joseph)  | \$ 332,520        |
| T042 - Laguna Relief Sewer - Phase 2 (ORH - St Joseph to George) | 124,200           |
| Lateral Installation ORH - George Street to HWY 116              | 75,000            |
|  | <u>\$ 531,720</u> |

**Cotati Community Redevelopment Agency Operating Fund  
2011-2012 Proposed Budget**

| Fund 35, Department 900 |                                     | 2010-2011        |                | 2011-2012          |                   |
|-------------------------|-------------------------------------|------------------|----------------|--------------------|-------------------|
| Acct                    | Description                         | 2009-2010 Actual | Adopted Budget | Estimated Year End | Proposed Budget   |
| 4XXXX                   | Revenues:                           |                  |                |                    |                   |
|                         | Other Revenues                      | \$ -             | \$ -           | \$ -               | \$ -              |
|                         | Total Revenues                      | -                | -              | -                  | -                 |
|                         | Expenses:                           |                  |                |                    |                   |
| 510XX                   | Salaries and Benefits               | 207,653          | \$ 266,226     | \$ 214,108         | \$ 250,190        |
| 51003                   | Overtime                            | 208              | -              | 100                | -                 |
| 61015                   | Special Legal Services              | 1,097            | -              | 620                | -                 |
| 61018                   | Special Engineering Services        | -                | -              | -                  | -                 |
| 61022                   | Legal Fees                          | 9,449            | 10,000         | 24,823             | 25,000            |
| 61025                   | Other Contract Services             | 82,931           | 301,400        | 100,000            | 221,400           |
| 61026                   | Auditing Fees                       | 4,250            | 4,950          | 5,000              | 5,000             |
| 61027                   | Insurance                           | 32,941           | 31,000         | 31,000             | 24,616            |
| 61031                   | Advertising and Publications        | 3,162            | 3,200          | 2,000              | 2,000             |
| 61033                   | Postage                             | 2,757            | 3,000          | 2,000              | 2,000             |
| 61034                   | Dues and Subscriptions              | 2,675            | 2,800          | 2,400              | 2,400             |
| 610**                   | Travel, Meetings, and Training      | 3,292            | 3,260          | 2,883              | 4,000             |
| 61036                   | Telephone                           | 1,296            | 1,100          | 1,300              | 1,300             |
| 61037                   | Vehicle Expense                     | 361              | 400            | 400                | 400               |
| 61038                   | Information Systems                 | 4,819            | 4,000          | 6,500              | 6,500             |
| 61040                   | Office Supplies                     | 810              | 350            | 850                | 850               |
| 61041                   | Material & Tools                    | 1,192            | -              | 775                | 775               |
| 61048                   | Printing and Photocopying           | 5,257            | 4,000          | 4,000              | 4,000             |
| 61051                   | Utilities                           | 38               | -              | 100                | -                 |
| 61077                   | School District Agreement           | 37,734           | 38,500         | 37,480             | 37,500            |
| 61089                   | Tax Administration Fees             | 47,568           | 48,000         | 47,901             | 48,000            |
| 61097                   | Trust and Agency Fees               | 3,850            | 4,000          | 4,000              | 4,000             |
|                         | Total Expenditures                  | 453,339          | 726,186        | 488,240            | 639,931           |
|                         | Other Sources (Uses):               |                  |                |                    |                   |
| 42259                   | Operating Transfers In              | 1,232,846        | 1,474,388      | 1,236,452          | 1,384,091         |
| 61085                   | Operating Transfers Out             | (779,507)        | (748,202)      | (748,212)          | (748,496)         |
|                         | Beginning Fund Balance, July 1      | -                | (0)            | (0)                | (0)               |
|                         | <b>Ending Fund Balance, June 30</b> | <b>\$ (0)</b>    | <b>\$ (0)</b>  | <b>\$ (0)</b>      | <b>\$ (4,336)</b> |

**Budget Details**

42259 **Operating Transfers In**  
CCRA Capital Projects Fund - Operating Costs \$ 1,384,091

| 510XX | Salaries and Benefits               | Adopted<br>10-11 FTE | Proposed<br>11-12 FTE | Amount            |
|-------|-------------------------------------|----------------------|-----------------------|-------------------|
|       | City Council                        | 0.80                 | 0.75                  | 10,377            |
|       | City Manager                        | 0.15                 | 0.15                  | 27,555            |
|       | Assistant to the City Manager       | 0.45                 | 0.45                  | 54,366            |
|       | Deputy City Clerk                   | 0.27                 | 0.27                  | 26,711            |
|       | Director of Administrative Services | 0.25                 | 0.25                  | 34,994            |
|       | Accountant                          | 0.00                 | 0.30                  | 14,366            |
|       | Accounting Specialist               | 0.25                 | 0.00                  | 0                 |
|       | Account Clerk II                    | 0.10                 | 0.10                  | 8,268             |
|       | Director of Community Development   | 0.40                 | 0.10                  | 25,004            |
|       | Assistant Planner                   | 0.30                 | 0.30                  | 24,184            |
|       | Administrative Secretary            | 0.30                 | 0.30                  | 24,364            |
|       |                                     | <u>3.27</u>          | <u>2.97</u>           | <u>\$ 250,190</u> |

**Cotati Community Redevelopment Agency Operating Fund  
Budget Details (Continued)**

|       |  |                   |
|-------|--|-------------------|
| 61025 | <b>Other Contract Services</b>   |                   |
|       | General Plan Update  | \$ 130,000        |
|       | Economic Development   | 86,000            |
|       | Park Maintenance   | 5,400             |
|       |  | <u>\$ 221,400</u> |
| 61027 | <b>Insurance</b>   |                   |
|       | CCRA Allocation - (see General Fund Dept #305 for Breakdown - Total \$ 193,955 | <u>\$ 24,616</u>  |
| 61085 | <b>Operating Transfers Out</b>   |                   |
|       | CCRA Debt Service Fund - 2001 Tax Allocation Bonds Series A                    | \$ 392,878        |
|       | CCRA Debt Service Fund - 2004 Tax Allocation Refunding Bonds                   | 350,492           |
|       | General Fund - Government Buildings Lease Agreement                            | 4,326             |
|       | General Fund - Public Information Services                                     | 800               |
|       |  | <u>748,496</u>    |

**Cotati Community Redevelopment Agency Tax Increment Fund  
(Formerly Capital Projects Fund)  
2011-2012 Proposed Budget**

| Fund 34, Department 900      |                                       |                     | 2010-2011           |                     | 2011-2012             |
|------------------------------|---------------------------------------|---------------------|---------------------|---------------------|-----------------------|
| Acct                         | Description                           | 2009-2010 Actual    | Adopted Budget      | Estimated Year End  | Proposed Budget       |
| <b>Revenues:</b>             |                                       |                     |                     |                     |                       |
| 410XX                        | Property Taxes                        | \$ 1,785,681        | \$ 1,264,162        | \$ 1,688,711        | \$ 1,650,000          |
| 42192                        | Investment Earnings                   | 31,850              | 21,000              | 11,571              | 14,000                |
| 42283                        | Sale of Property                      | -                   | -                   | -                   | 588,000               |
|                              | <b>Total Revenues</b>                 | <b>1,817,530</b>    | <b>1,285,162</b>    | <b>1,700,282</b>    | <b>2,252,000</b>      |
| <b>Expenses:</b>             |                                       |                     |                     |                     |                       |
| 61091                        | SERAF Payment                         | 1,313,688           | -                   | 270,465             | -                     |
|                              | <b>Total Expenses</b>                 | <b>1,313,688</b>    | <b>2,570,324</b>    | <b>270,465</b>      | <b>-</b>              |
| <b>Capital Outlay:</b>       |                                       |                     |                     |                     |                       |
| 71081                        | Equipment                             | -                   | -                   | -                   | -                     |
| 71082                        | Capital Improvements                  | 11,579              | 400,000             | 100,000             | 603,200               |
|                              | <b>Total Expenditures</b>             | <b>1,325,267</b>    | <b>400,000</b>      | <b>370,465</b>      | <b>603,200</b>        |
| <b>Other Sources (Uses):</b> |                                       |                     |                     |                     |                       |
| 42259                        | Operating Transfers In                | -                   | -                   | -                   | -                     |
| 61085                        | Operating Transfers Out               | (1,232,846)         | (1,474,388)         | (1,236,452)         | (1,384,091)           |
|                              | <b>Beginning Fund Balance, July 1</b> | <b>2,407,534</b>    | <b>1,666,952</b>    | <b>1,666,952</b>    | <b>1,760,316</b>      |
|                              | <b>Ending Fund Balance, June 30</b>   | <b>\$ 1,666,952</b> | <b>\$ 1,077,726</b> | <b>\$ 1,760,316</b> | <b>\$ 2,025,025 *</b> |

\* Fund Balance Reserved for Old Redwood Highway Project

**Budget Details**

|   | <u>Amount</u> |
|---|---------------|
| 42259 Operating Transfers In                                    | \$ -          |
| 71081 Equipment   | \$ -          |
| 71082 Capital Improvements                                      | \$ 303,200    |
| <b>Intermodal</b>   | \$ 300,000    |
| T042 - Old Redwood Highway - George Street to Hwy 116           | \$ 603,200    |
| 61085 Operating Transfers Out                                   | \$ 1,384,091  |
| CCRA Operating Fund - Administration, Current Year Debt Service |               |

**Cotati Community Redevelopment Agency TABs Fund  
(Formerly 2001 TABs Fund)  
2011-2012 Proposed Budget**

| Fund 36, Department 900 |                                | 2009-2010<br>Actual | 2010-2011         |                       | 2011-2012          |
|-------------------------|--------------------------------|---------------------|-------------------|-----------------------|--------------------|
|                         |                                |                     | Adopted<br>Budget | Estimated<br>Year End | Proposed<br>Budget |
| Acct                    | Description                    |                     |                   |                       |                    |
| Revenues:               |                                |                     |                   |                       |                    |
| 42192                   | Investment Earnings            | \$ 8,322            | \$ 6,750          | \$ 3,237              | \$ 5,000           |
| 42247                   | Property Owner Contribution    | -                   | -                 | -                     | -                  |
|                         | Total Revenues                 | 8,322               | 6,750             | 3,237                 | 5,000              |
| Expenses:               |                                |                     |                   |                       |                    |
| 61090                   | Banking Fees                   | 2                   | -                 | -                     | -                  |
| 61097                   | Trust & Agency Fees            | -                   | -                 | -                     | -                  |
| Capital Outlay:         |                                |                     |                   |                       |                    |
| 71081                   | Equipment                      | -                   | -                 | -                     | -                  |
| 71082                   | Capital Improvements           | 20,307              | 10,000            | 30,000                | -                  |
|                         | Total Expenditures             | 20,308              | 10,000            | 30,000                | -                  |
| Other Sources (Uses):   |                                |                     |                   |                       |                    |
| 42259                   | Operating Transfers In         | -                   | -                 | -                     | -                  |
| 61085                   | Operating Transfers Out        | -                   | -                 | -                     | -                  |
|                         | Beginning Fund Balance, July 1 | 657,902             | 645,915           | 645,915               | 619,152            |
|                         | Ending Fund Balance, June 30   | \$ 645,915          | \$ 642,665        | \$ 619,152            | \$ 624,152 *       |

\* Fund Balance Reserved for Old Redwood Highway Project

|                               | <u>Amount</u> |
|-------------------------------|---------------|
| 42259 Operating Transfers In  | \$ -          |
| 71082 Capital Improvements    | \$ -          |
| 61085 Operating Transfers Out | \$ -          |

**Low and Moderate Income Housing Fund  
2011-2012 Proposed Budget**

| Fund 37, Department 902      |                                     | 2009-2010<br>Actual | 2010-2011           |                       | 2010-2011           |
|------------------------------|-------------------------------------|---------------------|---------------------|-----------------------|---------------------|
|                              |                                     |                     | Adopted<br>Budget   | Estimated<br>Year End | Proposed<br>Budget  |
| Acct                         | Description                         |                     |                     |                       |                     |
| <b>Revenues:</b>             |                                     |                     |                     |                       |                     |
| 410XX                        | Property Taxes                      | \$ 841,812          | \$ 841,812          | \$ 777,970            | \$ 750,000          |
| 42116                        | Rent Stabilization                  | 4,249               | 4,500               | 3,006                 | -                   |
| 42192                        | Investment Earnings                 | 49,085              | 35,000              | -                     | 3,000               |
| 42193                        | Other Interest                      | 13,072              | -                   | 24,174                | 20,000              |
|                              | <b>Total Revenues</b>               | <b>908,219</b>      | <b>881,312</b>      | <b>805,149</b>        | <b>773,000</b>      |
| <b>Expenses:</b>             |                                     |                     |                     |                       |                     |
| 510XX                        | Salaries and Benefits               | 86,174              | 86,654              | 88,121                | 66,924              |
| 61022                        | Legal Fees                          | 30,189              | 25,000              | 33,600                | 30,000              |
| 61025                        | Other Contract Services             | 9,498               | 77,000              | 100,000               | 77,000              |
| 61031                        | Advertising and Legal Notices       | 59                  | 75                  | 86                    | 100                 |
| 61033                        | Postage                             | 481                 | 500                 | 500                   | 400                 |
| 61034                        | Dues & Subscriptions                | 167                 | 194                 | 900                   | 900                 |
| 610**                        | Travel, Meetings, and Training      | 449                 | 420                 | 1,100                 | 990                 |
| 61036                        | Telephone                           | 576                 | 590                 | 590                   | 590                 |
| 61037                        | Vehicle Expense                     | 407                 | 415                 | 300                   | 300                 |
| 61038                        | Information Systems                 | 1,686               | 1,000               | 2,500                 | 2,500               |
| 61040                        | Office Supplies                     | 194                 | 100                 | 275                   | 275                 |
| 61041                        | Material & Tools                    | 33                  | 25                  | 15                    | 20                  |
| 61048                        | Printing and Photocopying Services  | 1,109               | 1,200               | 924                   | 1,000               |
| 61051                        | Utilities                           | 15                  | 15                  | 35                    | 35                  |
| 61076                        | Contributions                       | 336                 | -                   | -                     | -                   |
| 61089                        | Tax Administration Fees             | 12,195              | 12,350              | 11,975                | 12,000              |
| 62003                        | Housing Loans                       | -                   | -                   | -                     | -                   |
| <b>Capital Outlay:</b>       |                                     |                     |                     |                       |                     |
| 71082                        | Capital Improvements                | 275,830             | 1,780,000           | -                     | 2,050,000           |
|                              | <b>Total Expenditures</b>           | <b>419,399</b>      | <b>1,985,538</b>    | <b>240,921</b>        | <b>2,243,034</b>    |
| <b>Other Sources (Uses):</b> |                                     |                     |                     |                       |                     |
| 42259                        | Operating Transfers In              | -                   | -                   | -                     | -                   |
| 61085                        | Operating Transfers Out             | (70,351)            | (67,219)            | (67,224)              | (67,219)            |
|                              | Beginning Fund Balance, July 1      | 4,232,190           | 4,650,659           | 4,650,659             | 5,147,663           |
|                              | <b>Ending Fund Balance, June 30</b> | <b>\$ 4,650,659</b> | <b>\$ 3,479,214</b> | <b>\$ 5,147,663</b>   | <b>\$ 3,610,410</b> |

**Budget Details**

|       |                                     |                  |                  | <u>Amount</u>    |
|-------|-------------------------------------|------------------|------------------|------------------|
|       |                                     | <u>Adopted</u>   | <u>Proposed</u>  |                  |
|       |                                     | <u>10-11 FTE</u> | <u>11-12 FTE</u> |                  |
| 510XX | <b>Salaries and Benefits</b>        |                  |                  |                  |
|       | City Council                        | 0.20             | 0.20             | 2,594            |
|       | City Manager                        | 0.20             | 0.20             | 36,740           |
|       | Assistant to the City Manager       | 0.20             | 0.20             | 13,591           |
|       | Director of Administrative Services | 0.10             | 0.10             | 13,998           |
|       | Accounting Specialist               | 0.10             | 0.00             | -                |
|       |                                     | <u>0.80</u>      | <u>0.70</u>      | <u>\$ 66,924</u> |

**Cotati Community Redevelopment Agency  
Low and Moderate Income Housing Fund  
Budget Details (Continued)**

|       |   |           |                  |
|-------|---|-----------|------------------|
| 61025 | <b>Other Contract Services</b>                                |           |                  |
|       | Housing Element Update  | \$        | 70,000           |
|       | Sonoma County Community Development Commission                |           | 7,000            |
|       |   | <u>\$</u> | <u>77,000</u>    |
| <br>  |   |           |                  |
| 61076 | <b>Contributions</b>  | <u>\$</u> | <u>-</u>         |
| <br>  |   |           |                  |
| 71081 | <b>Equipment</b>  | <u>\$</u> | <u>-</u>         |
| <br>  |   |           |                  |
| 71082 | <b>Capital Improvements</b>                                   |           |                  |
|       | Housing - DSP Area  | \$        | 1,550,000        |
|       | Habitat for Humanity  |           | 420,000          |
|       | Bus Shelter   |           | 50,000           |
|       | Housing Land Trust  |           | 30,000           |
|       |   | <u>\$</u> | <u>2,050,000</u> |
| <br>  |   |           |                  |
| 42259 | <b>Operating Transfers In</b>                                 | <u>\$</u> | <u>-</u>         |
| <br>  |   |           |                  |
| 61085 | <b>Operating Transfers Out</b>                                |           |                  |
|       | CCRA Debt Service - 2004 Tax Allocation Refunding Bonds 15.7% |           | 65,699           |
|       | General Fund - Government Buildings Lease Agreement           |           | 1,520            |
|       |   | <u>\$</u> | <u>67,219</u>    |

**Cotati Community Redevelopment Agency Debt Service Fund  
2011-2012 Proposed Budget**

| Fund 33, Department 900 |   | 2010-2011        |                | 2011-2012          |                 |
|-------------------------|---|------------------|----------------|--------------------|-----------------|
| Acct                    | Description                                     | 2009-2010 Actual | Adopted Budget | Estimated Year End | Proposed Budget |
| 42192                   | Revenues:<br>Investment Earnings                | \$ 241           | \$ 500         | \$ 2,050           | \$ 3,000        |
|                         | Total Revenues                                  | 241              | 500            | 2,050              | 3,000           |
| 61090                   | Expenses:<br>Banking Fees                       | 155              | 150            | 15                 | 15              |
|                         |   | 155              | 150            | 15                 | 15              |
| 61095                   | Debt Service:<br>Principal                      | 255,000          | 265,000        | 265,000            | 275,000         |
| 61096                   | Interest  | 552,948          | 543,775        | 543,775            | 533,645         |
|                         | Total Expenditures                              | 808,102          | 808,925        | 808,790            | 808,660         |
| 42259                   | Other Sources (Uses):<br>Operating Transfers In | 807,948          | 808,774        | 808,776            | 809,068         |
| 61085                   | Operating Transfers Out                         | (1,400)          | (1,400)        | (1,404)            | (1,400)         |
|                         | Beginning Fund Balance, July 1                  | 1,103,945        | 1,102,632      | 1,102,632          | 1,103,264       |
|                         | Ending Fund Balance, June 30                    | \$ 1,102,632     | \$ 1,101,581   | \$ 1,103,264       | \$ 1,105,272    |

**Budget Details**

|  | <u>Amount</u>     |
|--|-------------------|
| 6109X <b>Debt Service</b><br>The CCRA Debt Service Service Schedule is Provided in Section H.                  |                   |
| 42259 <b>Operating Transfers In</b><br>CCRA Low / Mod Housing Fund - 2004 Tax Allocation Refunding Bonds 15.7% | 65,699            |
| CCRA Operating Fund - Debt Service - 2001 TABs (Tax Allocation Bonds) Series A                                 | 392,878           |
| CCRA Operating Fund - Debt Service - 2004 Refunding Tax Allocation Bonds (TABs)                                | 350,492           |
|  | <u>\$ 809,068</u> |
| 61085 <b>Operating Transfers Out</b><br>General Fund - Administration  | <u>\$ 1,400</u>   |

**General Fund  
2011-2012 Proposed Budget**

| Fund 01          |  | 2010-2011           |                   |                       | 2011-2012          |
|------------------|--|---------------------|-------------------|-----------------------|--------------------|
|                  |  | 2009-2010<br>Actual | Amended<br>Budget | Estimated Year<br>End | Proposed<br>Budget |
| Acct             | Description                                |                     |                   |                       |                    |
| <b>Revenues:</b> |  |                     |                   |                       |                    |
| 410XX            | Property Tax                               | \$ 520,876          | \$ 489,678        | \$ 489,678            | \$ 489,678         |
| 41070            | Property Tax In-Lieu of VLF                | 541,846             | 507,330           | 507,330               | 500,000            |
| 41XXX            | Sales Tax                                  | 1,193,578           | 1,194,628         | 1,196,052             | 1,179,570          |
| 41095            | Sales Tax In-Lieu (Triple Flip)            | 219,078             | 419,433           | 419,433               | 358,257            |
| 41105            | Measure A Transaction and Use Tax          | -                   | 400,000           | 400,000               | 480,000            |
| 41110            | Transfer Tax                               | 85,537              | 74,280            | 62,875                | 60,000             |
| 4112X            | Business Licenses                          | 79,966              | 79,000            | 80,230                | 80,200             |
| 411XX            | Franchise Fees                             | 343,590             | 346,742           | 351,205               | 356,169            |
| 41135            | Transient Occupancy Tax                    | 1,091               | 1,000             | 1,000                 | 1,000              |
|                  | <b>Total Taxes</b>                         | <b>2,985,562</b>    | <b>3,512,091</b>  | <b>3,507,802</b>      | <b>3,504,874</b>   |
| 41XXX            | Licenses and Permits                       | 28,860              | 20,460            | 22,300                | 19,900             |
| 41XXX            | Fines and Forfeitures                      | 99,200              | 62,344            | 61,746                | 61,000             |
| 4219X            | Investment Earnings                        | 1,692               | 3,000             | 2,335                 | 2,000              |
| 422XX            | Rents and Concessions                      | 128,013             | 119,295           | 119,670               | 116,359            |
| 4121X            | Motor Vehicle In-Lieu Fees                 | 22,100              | 18,464            | 22,088                | 20,000             |
| 4XXXX            | Charges for Services                       | 123,695             | 148,120           | 127,993               | 84,000             |
| 4XXXX            | Reimbursements / Other                     | 178,453             | 68,524            | 144,660               | 86,800             |
|                  | <b>Total Revenues</b>                      | <b>3,567,575</b>    | <b>3,952,297</b>  | <b>4,008,594</b>      | <b>3,894,933</b>   |
| 42259            | Operating Transfers In                     | 420,770             | 349,038           | 351,616               | 353,930            |
|                  | <b>Total Current Sources</b>               | <b>3,988,345</b>    | <b>4,301,335</b>  | <b>4,360,210</b>      | <b>4,248,863</b>   |
| <b>Dept</b>      | <b>Current Expenditures:</b>               |                     |                   |                       |                    |
| 300              | City Council                               | 44,594              | 57,963            | 62,631                | 84,258             |
| 301              | City Manager / City Clerk                  | 140,568             | 166,022           | 166,831               | 216,257            |
| 303              | Administrative Services                    | 87,287              | 78,263            | 77,944                | 97,752             |
| 304              | Legal Services                             | 111,779             | 172,000           | 172,000               | 133,275            |
| 305              | Non-Departmental                           | 332,223             | 272,965           | 223,019               | 223,303            |
| 306              | Public Information Services                | 635                 | 500               | -                     | 2,000              |
| 400              | Community Development                      | 215,858             | 363,005           | 349,905               | 429,418            |
| 402              | Engineering                                | 37,155              | 15,646            | 15,646                | 22,451             |
| 403              | Streets                                    | 225,585             | 243,623           | 243,623               | 298,344            |
| 406              | Government Buildings                       | 54,631              | 56,985            | 57,985                | 58,820             |
| 408              | Park Maintenance                           | 140,418             | 103,113           | 108,824               | 115,165            |
| 500              | Police                                     | 2,358,569           | 2,670,576         | 2,631,905             | 2,487,069          |
|                  | <b>Total Current Expenditures</b>          | <b>3,749,301</b>    | <b>4,200,661</b>  | <b>4,110,314</b>      | <b>4,168,112</b>   |
|                  | <b>Capital Outlay:</b>                     |                     |                   |                       |                    |
| 300              | City Council                               | -                   | -                 | -                     | -                  |
| 301              | City Manager / City Clerk                  | -                   | -                 | -                     | -                  |
| 303              | Administrative Services                    | -                   | -                 | -                     | -                  |
| 305              | Non Departmental                           | -                   | 2,500             | 2,500                 | 57,222             |
| 306              | Public Information Services                | -                   | -                 | -                     | -                  |
| 400              | Community Development                      | -                   | -                 | -                     | -                  |
| 403              | Streets                                    | -                   | -                 | -                     | 262,000            |
| 406              | Government Buildings                       | -                   | 4,000             | 4,000                 | 150,000            |
| 408              | Park Maintenance                           | -                   | -                 | -                     | -                  |
| 500              | Police                                     | 20,010              | 16,010            | 16,010                | 50,260             |
|                  | <b>Total Capital Outlay / Debt Service</b> | <b>20,010</b>       | <b>22,510</b>     | <b>22,510</b>         | <b>519,482</b>     |
|                  | <b>Beginning Fund Balance, July 1*</b>     | <b>428,423</b>      | <b>647,456</b>    | <b>647,456</b>        | <b>874,842</b>     |
|                  | <b>Ending Fund Balance, June 30*</b>       | <b>\$ 647,456</b>   | <b>\$ 725,619</b> | <b>\$ 874,842</b>     | <b>\$ 436,112</b>  |
|                  | * Adjusted to Remove Reserved Funds        |                     |                   |                       |                    |
|                  | Amount - Sources Exceed Expenditures       | 239,043             | 100,674           | 249,896               | 80,752             |

## 2011-2012 Proposed Budget

|       |   | <u>Amount</u>     |
|-------|---|-------------------|
|       | <b>Franchise Taxes</b>  |                   |
| 41140 | Electric  | \$ 59,000         |
| 41150 | Gas   | 15,000            |
| 41160 | Cable TV  | 103,600           |
| 41170 | Refuse Removal - 12.87%   | 156,036           |
| 41180 | Storage   | 22,533            |
|       |   | <u>\$ 356,169</u> |
| 41XXX | <b>Licenses and Permits</b>   |                   |
|       | Community Development Services  | \$ 10,000         |
|       | Public Safety Services  | 9,900             |
|       |   | <u>\$ 19,900</u>  |
|       | <b>Fines and Forfeitures</b>  |                   |
| 41190 | Parking Enforcement   | \$ 16,000         |
| 41200 | Traffic and Criminal Code Enforcement   | 45,000            |
|       |   | <u>\$ 61,000</u>  |
| 4221X | <b>Rents &amp; Concessions</b>  |                   |
|       | Metro PCS   | \$ 48,919         |
|       | A T & T   | 21,338            |
|       | TowerCo   | 18,301            |
|       | 175 W. Sierra Avenue  | 14,100            |
|       | Facilities and Parks Rentals  | 10,401            |
|       | Chamber of Commerce   | 3,300             |
|       |   | <u>\$ 116,359</u> |
| 4XXXX | <b>Charges for Services</b>   |                   |
|       | Community Development Services  | \$ 84,000         |
|       | Public Safety Services  | -                 |
|       | Finance and Administrative Services   | -                 |
|       |   | <u>\$ 84,000</u>  |
|       | <b>Reimbursements</b>   |                   |
| 42236 | R.E.M.I.F.  | \$ -              |
| 41219 | P.O.S.T.  | 2,000             |
| 41223 | SB 90 State Mandated Costs  | -                 |
| 42237 | Other   | -                 |
|       |   | <u>\$ 2,000</u>   |
|       | <b>Other</b>  |                   |
| 42250 | Waste Management - Annual Community Improvement Contribution  | \$ 50,000         |
| 42252 | Mercy Wellnes Center - Public Service Fee   | 30,000            |
| 4XXXX | Other   | 4,800             |
|       |   | <u>\$ 84,800</u>  |
| 42259 | <b>Operating Transfers In</b>   |                   |
|       | Water Operating Fund (Administration)   | 8,420             |
|       | Water Operating Fund (Public Information Services)  | 600               |
|       | Water Operating Fund (Government Buildings Maintenance)   | -                 |
|       | Water Capital Fund (Administration)   | 13,500            |
|       | Sewer Operating Fund (Administration)   | 8,420             |
|       | Sewer Operating Fund (Public Information Services)  | 600               |
|       | Sewer Operating Fund (Government Buildings Maintenance)   | -                 |
|       | Sewer Capital Fund (Administration)   | 27,000            |
|       | CCRA Operating Fund (Public Information Services)   | 800               |
|       | CCRA Operating Fund (Government Buildings Lease Agreement) - Reduced Due to Government Building Allocation Change | 4,326             |
|       | CCRA Low & Mod Housing Fund (Government Bldgs Lease Agreement)-Reduced Due to Government Bldg Allocation Change   | 1,520             |
|       | CCRA Debt Service (Administration)  | 1,400             |
|       | Grants - Zone 1A (Cotati Creek Bypass)  | -                 |
|       | Public Safety (Salaries,Supplies,Services,CAD/RMS) - Supplemental Law Enforcement Services Fund                   | -                 |
|       | Gas Tax Fund (Street Maintenance)   | 286,090           |
|       | Transportation Development Fund (Street Maintenance) - Measure M  | -                 |
|       | Parks and Recreation Development Fund (Park Maintenance)  | -                 |
|       | Maintenance Assessment Districts (Administration)   | 1,254             |
|       |   | <u>\$ 353,930</u> |

**City Council  
2011-2012 Proposed Budget**

Fund 01, Department 300

| Acct  | Description                        | 2010-2011           |                   |                       | 2011-2012          |
|-------|------------------------------------|---------------------|-------------------|-----------------------|--------------------|
|       |                                    | 2009-2010<br>Actual | Amended<br>Budget | Estimated Year<br>End | Proposed<br>Budget |
|       | Current:                           |                     |                   |                       |                    |
| 510XX | Salaries and Benefits              | \$ 34,171           | \$ 41,903         | \$ 51,911             | \$ 67,538          |
| 61025 | Other Contract Services            | 1,428               | 7,000             | -                     | 5,000              |
| 61031 | Advertising and Publications       | 104                 | -                 | -                     | -                  |
| 61034 | Dues and Subscriptions             | 4,944               | 5,000             | 5,000                 | 5,000              |
| 610** | Travel, Meetings, and Training     | 2,969               | 3,020             | 3,020                 | 4,020              |
| 61036 | Telephone                          | 81                  | 90                | 90                    | 90                 |
| 61038 | Information Systems                | 441                 | 450               | 450                   | 450                |
| 61040 | Supplies                           | 185                 | 200               | 200                   | 200                |
| 61048 | Printing and Photocopying          | 172                 | 200               | 200                   | 200                |
| 61076 | Contributions - Climate Protection | 100                 | 100               | 1,760                 | 1,760              |
|       | Subtotal                           | 44,594              | 57,963            | 62,631                | 84,258             |
| 71081 | Capital Outlay:<br>Equipment       | -                   | -                 | -                     | -                  |
|       | <b>Department Total</b>            | <b>\$ 44,594</b>    | <b>\$ 57,963</b>  | <b>\$ 62,631</b>      | <b>\$ 84,258</b>   |

**Budget Details**

|       |  |      |      | <u>Amount</u>  |
|-------|--|------|------|--|
| 42236 | <b>Source of Funding</b><br>General Fund   |      |      | \$ 84,258  |
| 510XX | <b>Salaries and Benefits</b>   |      |      |  |
|       | City Council Members - Active  | 2.90 | 3.20 | \$ 41,510  |
|       | City Council Members - Retired - Benefits Only   |      |      | 26,028   |
|       |  |      |      | <u>\$ 67,538</u>                                       |
| 61025 | <b>Other Contract Services</b><br>Facilitator  |      |      | \$ 5,000   |
| 61034 | <b>Dues and Subscriptions</b><br>League of California Cities<br>Association of Bay Area Governments (ABAG)   |      |      | \$ 3,000<br>2,000<br><u>\$ 5,000</u>                   |
| 61035 | <b>Travel, Meetings, and Training</b><br>Other Meetings<br>Mayors' and Council Members' Association<br>League of California Cities - New Councilmembers Academy<br>League of California Cities<br>Legislative Action Days<br>North Bay Division Quarterly Meetings |      |      | 1,000<br>600<br>1,620<br>500<br>300<br><u>\$ 4,020</u> |

**City Manager / City Clerk  
2011-2012 Proposed Budget**

Fund 01, Department 301

| Acct                    | Description                       | 2009-2010<br>Actual | 2010-2011         |                       | 2011-2012          |
|-------------------------|-----------------------------------|---------------------|-------------------|-----------------------|--------------------|
|                         |                                   |                     | Amended<br>Budget | Estimated Year<br>End | Proposed<br>Budget |
| Current:                |                                   |                     |                   |                       |                    |
| 510XX                   | Salaries and Benefits             | \$ 105,850          | \$ 94,191         | \$ 110,000            | \$ 186,381         |
| 51003                   | Overtime                          | 117                 | -                 | -                     | -                  |
| 61025                   | Other Contract Services           | 7,354               | 4,300             | 4,300                 | 4,300              |
| 61028                   | Election Administration           | 17,414              | 40,000            | 25,000                | -                  |
| 61031                   | Advertising and Publications      | 1,641               | 6,000             | 6,000                 | 6,000              |
| 61033                   | Postage                           | 628                 | 1,000             | 1,000                 | 1,000              |
| 61034                   | Dues and Subscriptions            | 1,242               | 7,304             | 7,304                 | 4,354              |
| 610**                   | Travel, Meetings, and Training    | 1,475               | 6,000             | 6,000                 | 6,000              |
| 61036                   | Telephone                         | 791                 | 1,086             | 1,086                 | 1,086              |
| 61037                   | Vehicle Maintenance               | (164)               | 430               | 430                   | 430                |
| 61038                   | Information Systems               | 1,196               | 2,500             | 2,500                 | 2,500              |
| 61040                   | Supplies                          | 382                 | 969               | 969                   | 969                |
| 61041                   | Materials, Tools, Small Equipment | 554                 | 5                 | 5                     | 1,000              |
| 61048                   | Printing and Photocopying         | 1,988               | 2,237             | 2,237                 | 2,237              |
| 61051                   | Utilities                         | 17                  | -                 | -                     | -                  |
| 61083                   | Filing Fees                       | 82                  | -                 | -                     | -                  |
|                         | Subtotal                          | 140,568             | 166,022           | 166,831               | 216,257            |
| 71081                   | Capital Outlay:<br>Equipment      | -                   | -                 | -                     | -                  |
| <b>Department Total</b> |                                   | <b>\$ 140,568</b>   | <b>\$ 166,022</b> | <b>\$ 166,831</b>     | <b>\$ 216,257</b>  |

**Budget Details**

| Source of Funding |  | Amount            |
|-------------------|--|-------------------|
| 42236             | REMIF (Redwood Empire Municipal Insurance Fund) Reimbursements | \$ 1,000          |
| 42259             | Operating Transfer In -  |                   |
|                   | Water Operating Fund - Administration                          | 8,420             |
|                   | Water Capital Fund - Administration                            | 13,500            |
|                   | Sewer Operating Fund - Administration                          | 8,420             |
|                   | Sewer Capital Fund - Administration                            | 27,000            |
|                   | CCRA Debt Service - Administration                             | 1,400             |
|                   | Maintenance Assessment Districts - Administration              | 982               |
|                   | <b>General Fund</b>  | <u>155,535</u>    |
|                   |  | <u>\$ 216,257</u> |

|       | Amended<br>10-11 FTE         | Proposed<br>11-12 FTE |    |                |
|-------|------------------------------|-----------------------|----|----------------|
| 510XX | <b>Salaries and Benefits</b> |                       |    |                |
|       | 0.35                         | 0.35                  | \$ | 64,296 *       |
|       | 0.00                         | 0.35                  |    | 67,957         |
|       | 0.35                         | 0.35                  |    | 52,432         |
|       | 0.00                         | 0.25                  |    | 7,500          |
|       | <u>0.70</u>                  | <u>1.30</u>           | \$ | <u>192,185</u> |

\*FTE and Total not adjusted to reflect estimated voluntary contribution by City Manager

|       |                   |  |               |              |
|-------|-------------------|--|---------------|--------------|
| 61033 | <b>Postage</b>    |  |               |              |
|       |                   |  | \$            | -            |
|       |                   |  |               |              |
|       |                   |  | 7,500         |              |
|       |                   |  | 3,155         |              |
|       |                   |  | 200           |              |
|       | Total to allocate |  | <u>10,855</u> |              |
|       |                   |  |               | 1,000        |
|       |                   |  | \$            | <u>1,000</u> |

**City Manager / City Clerk  
Budget Details (Continued)**

|       |   | <u>Amount</u>    |
|-------|---|------------------|
| 61034 | <b>Dues and Subscriptions</b>   |                  |
|       | Lexis-Government Code Updates   | \$ 2,550         |
|       | International City / County Management Association (ICMA)                     | 1,194            |
|       | California City Management Foundation   | 350              |
|       | National Notary Association   | -                |
|       | California Department of Consumer Affairs (every other year)                  | -                |
|       | International Institute of Municipal Clerks (IIMC)                            | 150              |
|       | City Clerks Association   | 110              |
|       | Municipal Management Association of Northern California                       | -                |
|       |   | <u>\$ 4,354</u>  |
| 61035 | <b>Travel, Meetings, and Training</b>   |                  |
|       | League / City Manager Conferences   | \$ 3,000         |
|       | Local / Regional Meetings   | 1,000            |
|       | City Clerks Association of California   | 1,000            |
|       | California Public Employers Labor Relations Association - Reimbursed by REMIF | 1,000            |
|       |   | <u>\$ 6,000</u>  |
| 61048 | <b>Printing and Photocopying</b>  |                  |
|       | Departmental Specific   |                  |
|       | Copier Rent - Ikon Office Solutions   | 17,400           |
|       |   | <u>17,400</u>    |
|       | Departmental Allocation   | 2,237            |
|       |   | <u>\$ 2,237</u>  |
| 71081 | <b>Equipment</b>  | <u>\$ -</u>      |
|       | Total to allocate   | <u>\$ 17,400</u> |

**Administrative Services  
2011-2012 Proposed Budget**

| Fund 01, Department 303 |                                   | 2010-2011        |                  |                    | 2011-2012        |
|-------------------------|-----------------------------------|------------------|------------------|--------------------|------------------|
| Acct                    | Description                       | 2009-2010 Actual | Amended Budget   | Estimated Year End | Proposed Budget  |
| <b>Current:</b>         |                                   |                  |                  |                    |                  |
| 510XX                   | Salaries and Benefits             | \$ 64,857        | \$ 52,227        | \$ 52,227          | \$ 74,533        |
| 61025                   | Other Contract Services           | 6,821            | 6,000            | 7,603              | 7,200            |
| 61026                   | Auditing Fees                     | 7,750            | 8,910            | 9,100              | 7,650            |
| 61031                   | Advertising and Publications      | 376              | 376              | 225                | 75               |
| 61033                   | Postage                           | 707              | 765              | 850                | 850              |
| 61034                   | Dues and Subscriptions            | 461              | 811              | 200                | 200              |
| 610XX                   | Travel, Meetings, and Training    | 277              | 400              | 220                | 700              |
| 61036                   | Telephone                         | 96               | 100              | 150                | 100              |
| 61038                   | Information Systems               | 4,725            | 7,305            | 6,000              | 5,075            |
| 61040                   | Supplies                          | 162              | 200              | 200                | 200              |
| 61041                   | Materials, Tools, Small Equipment | 62               | -                | -                  | -                |
| 61048                   | Printing and Photocopying         | 737              | 900              | 900                | 900              |
| 61051                   | Utilities                         | 12               | -                | -                  | -                |
| 61090                   | Banking, Trust and Agency Fees    | 104              | 104              | 104                | 104              |
| 61096                   | Interest Expense - Developer      | 140              | 165              | 165                | 165              |
|                         | Subtotal                          | 87,287           | 78,263           | 77,944             | 97,752           |
| <b>Capital Outlay:</b>  |                                   |                  |                  |                    |                  |
| 71081                   | Equipment                         | -                | -                | -                  | -                |
| 71082                   | CIP                               | -                | -                | -                  | -                |
|                         | <b>Department Total</b>           | <b>\$ 87,287</b> | <b>\$ 78,263</b> | <b>\$ 77,944</b>   | <b>\$ 97,752</b> |

|  |                  |
|--|------------------|
| <b>Source of Funding</b>   |                  |
| 42236 REMIF (Redwood Empire Municipal Insurance Fund) Reimbursements | \$ 700           |
| <b>General Fund</b>  | 97,052           |
|  | <u>\$ 97,752</u> |

| 510XX | Salaries and Benefits               | Amended 10-11 FTE | Proposed 11-12 FTE |                  |
|-------|-------------------------------------|-------------------|--------------------|------------------|
|       | Director of Administrative Services | 0.25              | 0.25               | \$ 34,994 *      |
|       | Accountant                          | 0.50              | 0.50               | 35,916           |
|       | Account Clerk II                    | 0.10              | 0.10               | 8,268            |
|       |                                     | <u>0.85</u>       | <u>0.85</u>        | <u>\$ 79,178</u> |

\*FTE and Total not adjusted to reflect estimated voluntary contribution by Director

|       |  |                 |
|-------|--|-----------------|
| 61025 | <b>Other Contract Services</b>   |                 |
|       | Sales Tax Auditing Service - HDL & Associates  | \$ 3,900        |
|       | Mandated Costs Claiming Services - AK and Company  | 3,000           |
|       | Printer Servicing  | 300             |
|       | Transaction and Use Tax (Measure A) Auditing Service - HDL & Associates - 25% of Unpaid Revenue Discovered | -               |
|       |  | <u>\$ 7,200</u> |

|       |  |                 |
|-------|--|-----------------|
| 61026 | <b>Auditing Fees</b>                                   |                 |
|       | Audit and Financial Reports 2009-10 - Terry Krieg, CPA | Total \$ 17,000 |
|       | General Fund Allocation - 45%                          | \$ 7,650        |

|       |   |               |
|-------|---|---------------|
| 61034 | <b>Dues and Subscriptions</b>                                       |               |
|       | CD Data - Parcelquest Software                                      | \$ 110        |
|       | California Public Employers Labor Relations Association             | 68            |
|       | California Society of Municipal Finance Officers (CSMFO) Membership | 22            |
|       |   | <u>\$ 200</u> |

|       |  |               |
|-------|--|---------------|
| 610XX | <b>Travel, Meetings, and Training</b>  |               |
|       | California Public Employers Labor Relations Association - Reimbursed by REMIF  | \$ 400        |
|       | Risk Management - Redwood Empire Municipal Insurance Fund (REMIF) and Public Agency Risk Managers Association (PARMA). Reimbursed by REMIF | 300           |
|       |  | <u>\$ 700</u> |

**Administrative Services  
Budget Details (Continued)**

|       |  |       |                  |
|-------|--|-------|------------------|
| 61038 | <b>Information Systems</b>   |       |                  |
|       | LAN Technical Support - Jim Washington                                   | \$    | 12,000           |
|       | System Support Service Agreement - Incode                                |       | 12,000           |
|       | Annual License Fees - Virus Protection, Spam Protection                  |       | 2,000            |
|       | Payroll Service Fees   |       | 500              |
|       |  | Total | <u>\$ 26,500</u> |
|       | Departmental Allocation  | \$    | 3,075            |
|       | Departmental Specific  |       | 2,000            |
|       |  |       | <u>\$ 5,075</u>  |
| 61048 | <b>Printing and Photocopying</b>   |       |                  |
|       | 2010-11 Budget Printing, 2011-12 Budget Preparation, Miscellaneous Forms | \$    | 550              |
|       | Departmental Allocation (see Dept #301 for Total)                        |       | 350              |
|       |  |       | <u>\$ 900</u>    |
| 71081 | <b>Equipment</b>   | \$    | -                |
| 71082 | <b>Capital Improvements</b>  | \$    | -                |

**Legal Services**  
**2011-2012 Proposed Budget**

| Fund 01, Department 304 |                         | 2010-2011         |                   | 2011-2012          |                   |
|-------------------------|-------------------------|-------------------|-------------------|--------------------|-------------------|
| Acct                    | Description             | 2009-2010 Actual  | Amended Budget    | Estimated Year End | Proposed Budget   |
|                         | Current:                |                   |                   |                    |                   |
| 61015                   | Special Legal Services  | \$ 14,551         | \$ 70,000         | \$ 70,000          | \$ 30,000         |
| 61022                   | City Attorney Fees      | 97,228            | 102,000           | 102,000            | 103,275           |
| 61025                   | Other Contract Services | -                 | -                 | -                  | -                 |
|                         | Subtotal                | 111,779           | 172,000           | 172,000            | 133,275           |
|                         | <b>Department Total</b> | <b>\$ 111,779</b> | <b>\$ 172,000</b> | <b>\$ 172,000</b>  | <b>\$ 133,275</b> |

**Budget Details**

|                          |   | <u>Amount</u>                          |
|--------------------------|---|--|
| <b>Source of Funding</b> |   |  |
| <b>General Fund</b>      |   | <u>\$ 133,275</u>                      |
| 61015                    | <b>Special Legal Services</b><br>Liebert, Cassidy & Whitmore - Personnel, Investigations, Special Defense                                       | <u>\$ 30,000</u>                       |
| 61022                    | <b>City Attorney Fees</b><br>Meyers Nave - Including General Plan Update, Redevelopment, Other Funds and Charges Billed<br>General Fund Portion | <u>\$ 200,000</u><br><u>\$ 103,275</u> |

**Non-Departmental  
2011-2012 Proposed Budget**

| Fund 01, Department 305 |                                       | 2010-2011           |                   |                       | 2011-2012          |
|-------------------------|---------------------------------------|---------------------|-------------------|-----------------------|--------------------|
| Acct                    | Description                           | 2009-2010<br>Actual | Amended<br>Budget | Estimated Year<br>End | Proposed<br>Budget |
| Current:                |                                       |                     |                   |                       |                    |
| 51XXX                   | Salaries and Benefits                 | \$ 29,509           | \$ 50,501         | \$ 21,000             | \$ 25,000          |
| 61025                   | Other Contract Services               | 329                 | -                 | -                     | -                  |
| 61027                   | Insurance                             | 89,654              | 89,870            | 89,870                | 70,899             |
| 61031                   | Advertising and Publications          | 137                 | -                 | 25                    | -                  |
| 61033                   | Postage                               | 63                  | -                 | 25                    | -                  |
| 61034                   | Dues and Subscriptionis               | 673                 | 573               | 650                   | 650                |
| 610XX                   | Travel, Meetings, and Training        | 32                  | -                 | -                     | -                  |
| 61038                   | Information Systems                   | 3,690               | 2,372             | 2,844                 | 2,844              |
| 61040                   | Supplies                              | 3                   | -                 | 182                   | 100                |
| 61041                   | Materials, Tools, Small Equipment     | 126                 | -                 | 182                   | 250                |
| 61075                   | Contingency                           | 188,725             | 80,000            | 60,000                | 70,000             |
| 61082                   | Measure A Administration Fee          | -                   | 27,481            | 27,481                | 5,400              |
| 61084                   | Property Tax                          | 368                 | 368               | 368                   | 368                |
| 61085                   | Operating Transfers Out               | 571                 | 1,500             | 92                    | 27,492             |
| 61089                   | Property Tax Administration Fees      | 18,044              | 20,000            | 20,000                | 20,000             |
| 61090                   | Banking Fees - Credit Card Processing | 300                 | 300               | 300                   | 300                |
|                         | Subtotal                              | 332,223             | 272,965           | 223,019               | 223,303            |
| Capital Outlay:         |                                       |                     |                   |                       |                    |
| 71081                   | Equipment                             | -                   | 2,500             | 2,500                 | 57,222             |
| 71082                   | CIP                                   | -                   | -                 | -                     | -                  |
|                         | <b>Department Total</b>               | <b>\$ 332,223</b>   | <b>\$ 275,465</b> | <b>\$ 225,519</b>     | <b>\$ 280,525</b>  |

**Budget Details**

| Source of Funding  |   | Amount     |
|--|---|------------|
| General Fund   |   | \$ 280,525 |
| 51XXX  | Salaries and Benefits<br>Unemployment   | \$ 25,000  |
| 61027  | Insurance   |            |
|  | Auto and General Liability  | \$ 96,091  |
|  | Deductibles   | 14,560     |
|  | Earthquake and Flood  | 28,335     |
|  | Auto Physical Damage  | 3,944      |
|  | Property  | 9,246      |
|  | Boiler and Machinery  | 953        |
|  | User Funding and Fraud Investigation Assessment   | 1,000      |
|  | Total to allocate   | \$ 154,129 |
|  | General Fund Allocation   | \$ 70,899  |
| Note: Expenditures for employee workers' compensation, medical, dental, vision, long term disability, and life insurance are included in the salaries and benefits line item in each department or fund. |   |            |
| 61038  | Information Systems<br>L.R.Hines - Scanner Workstation Software Support and Maintenance | \$ 2,844   |
| 61075  | Contingency<br>Employee Leave Bank Buyout   | \$ 70,000  |
| 61085  | Operating Transfers Out   |            |
|  | Establish Vehicle Replacement Fund  | \$ 25,242  |
|  | Citizen Volunteer Program Subsidy   | 1,800      |
|  | Community and Environment Commission Subsidy  | 450        |
|  |   | \$ 27,492  |

**Public Information Services  
2011-2012 Proposed Budget**

| Fund 01, Department 306 |                           | 2010-2011           |                   |                       | 2011-2012          |
|-------------------------|---------------------------|---------------------|-------------------|-----------------------|--------------------|
| Acct                    | Description               | 2009-2010<br>Actual | Amended<br>Budget | Estimated Year<br>End | Proposed<br>Budget |
|                         | Current:                  |                     |                   |                       |                    |
| 61025                   | Other Contract Services   | \$ 415              | \$ -              | \$ -                  | \$ -               |
| 61038                   | Information Systems       | 220                 | 500               | -                     | 2,000              |
| 61048                   | Printing and Photocopying | -                   | -                 | -                     | -                  |
|                         | Subtotal                  | 635                 | 500               | -                     | 2,000              |
|                         | Capital Outlay:           |                     |                   |                       |                    |
| 71082                   | CIP                       | -                   | -                 | -                     | -                  |
|                         | <b>Department Total</b>   | <b>\$ 635</b>       | <b>\$ 500</b>     | <b>\$ -</b>           | <b>\$ 2,000</b>    |

**Budget Details**

|       |   | <u>Amount</u>   |
|-------|---|-----------------|
| 42259 | <b>Source of Funding</b>  |                 |
|       | Operating Transfer In - Water Operating Fund  | \$ 600          |
|       | Sewer Operating Fund  | 600             |
|       | CCRA Operating Fund   | 800             |
|       | Public Education Reimbursement - Franchise  | 876             |
|       |   | <u>\$ 2,876</u> |
| 61038 | <b>Information Systems</b>  |                 |
|       | Website - Hosting, Support, Modifications, Upgrades proposed to add more forms and information to enhance customer service. | <u>\$ 2,000</u> |

## Community Development

(Combines Former Planning (400) and Building (401) and Recreation (602) Departments)

### 2011-2012 Proposed Budget

| Fund 01, Department 400 |                                   | 2010-2011           |                   |                       | 2011-2012          |
|-------------------------|-----------------------------------|---------------------|-------------------|-----------------------|--------------------|
| Acct                    | Description                       | 2009-2010<br>Actual | Amended<br>Budget | Estimated Year<br>End | Proposed<br>Budget |
| Current:                |                                   |                     |                   |                       |                    |
| 510XX                   | Salaries and Benefits             | \$ 183,461          | \$ 219,097        | \$ 219,097            | \$ 220,235         |
| 51003                   | Overtime                          | 958                 | -                 | -                     | -                  |
| 61025                   | Other Contract Services           | 13,886              | 119,000           | 104,000               | 180,175            |
| 61031                   | Advertising and Publications      | 156                 | 2,000             | 2,000                 | 2,000              |
| 61033                   | Postage                           | 1,171               | 1,325             | 1,325                 | 1,325              |
| 61034                   | Dues and Subscriptions            | 4,041               | 5,383             | 5,383                 | 5,383              |
| 610**                   | Travel, Meetings, and Training    | 808                 | 3,300             | 3,300                 | 5,000              |
| 61036                   | Telephone                         | 2,509               | 2,300             | 2,300                 | 2,300              |
| 61037                   | Vehicle Expense                   | 335                 | 400               | 400                   | 400                |
| 61038                   | Information Systems               | 4,780               | 4,500             | 6,500                 | 7,000              |
| 61040                   | Supplies                          | 890                 | 1,200             | 1,200                 | 1,200              |
| 61041                   | Materials, Tools, Small Equipment | 450                 | 400               | 400                   | 400                |
| 61042                   | Equipment Rental                  | 100                 | -                 | -                     | -                  |
| 61048                   | Printing and Photocopying         | 1,874               | 4,000             | 4,000                 | 4,000              |
| 61051                   | Utilities                         | 38                  | 100               | -                     | -                  |
| 61083                   | Filing Fees                       | 50                  | -                 | -                     | -                  |
| 61065                   | Awards and Prizes - Kids Day      | 350                 | -                 | -                     | -                  |
|                         | Subtotal                          | 215,858             | 363,005           | 349,905               | 429,418            |
| Capital Outlay:         |                                   |                     |                   |                       |                    |
| 71081                   | Equipment                         | -                   | -                 | -                     | -                  |
| <b>Department Total</b> |                                   | <b>\$ 215,858</b>   | <b>\$ 363,005</b> | <b>\$ 349,905</b>     | <b>\$ 429,418</b>  |

#### Budget Details

| Source of Funding   | Amount               |                       |                      |                       |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
|---|----------------------|-----------------------|----------------------|-----------------------|--|--------|------------------------------------|--|--|--|--|-----------------------------------|------|------|----|---------|----------------------------|------|------|--|--------|-------------------|------|------|--|--------|--------------------------|------|------|--|--------|--|-------------|-------------|----|------------------|
| 4XXXX Charges for Services - Does Not Reflect Cost Recovery Deposits Collected  | \$ 85,100            |                       |                      |                       |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| <b>General Fund</b>   | <u>344,318</u>       |                       |                      |                       |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
|   | <u>\$ 429,418</u>    |                       |                      |                       |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="text-align: center;">Amended<br/>10-11 FTE</th> <th style="text-align: center;">Proposed<br/>11-12 FTE</th> <th style="width: 10%;"></th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>510XX <b>Salaries and Benefits</b></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Director of Community Development</td> <td style="text-align: center;">0.00</td> <td style="text-align: center;">0.60</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">100,018</td> </tr> <tr> <td>Interim Building Inspector</td> <td style="text-align: center;">0.46</td> <td style="text-align: center;">0.20</td> <td></td> <td style="text-align: right;">28,200</td> </tr> <tr> <td>Assistant Planner</td> <td style="text-align: center;">0.70</td> <td style="text-align: center;">0.70</td> <td></td> <td style="text-align: right;">56,430</td> </tr> <tr> <td>Administrative Secretary</td> <td style="text-align: center;">0.70</td> <td style="text-align: center;">0.70</td> <td></td> <td style="text-align: right;">56,850</td> </tr> <tr> <td></td> <td style="text-align: center;"><u>1.86</u></td> <td style="text-align: center;"><u>2.20</u></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><u>241,497</u> *</td> </tr> </tbody> </table> |                      |                       | Amended<br>10-11 FTE | Proposed<br>11-12 FTE |  | Amount | 510XX <b>Salaries and Benefits</b> |  |  |  |  | Director of Community Development | 0.00 | 0.60 | \$ | 100,018 | Interim Building Inspector | 0.46 | 0.20 |  | 28,200 | Assistant Planner | 0.70 | 0.70 |  | 56,430 | Administrative Secretary | 0.70 | 0.70 |  | 56,850 |  | <u>1.86</u> | <u>2.20</u> | \$ | <u>241,497</u> * |
|   | Amended<br>10-11 FTE | Proposed<br>11-12 FTE |                      | Amount                |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| 510XX <b>Salaries and Benefits</b>  |                      |                       |                      |                       |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| Director of Community Development   | 0.00                 | 0.60                  | \$                   | 100,018               |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| Interim Building Inspector  | 0.46                 | 0.20                  |                      | 28,200                |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| Assistant Planner   | 0.70                 | 0.70                  |                      | 56,430                |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| Administrative Secretary  | 0.70                 | 0.70                  |                      | 56,850                |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
|   | <u>1.86</u>          | <u>2.20</u>           | \$                   | <u>241,497</u> *      |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| *This Total Does Not Include Cost Recovery. Actual Planning Staff Salary and Benefit Costs Detailed Immediately Above. Budget Amount Reduced to Reflect Cost Recovery Average Amounts Billed to Developer Deposit Accounts / Projects FY 10-11  |                      |                       |                      |                       |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| 61025 <b>Other Contract Services</b>  |                      |                       |                      |                       |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| 006S - General Plan Update - Consultants - Total Cost \$ 500,000 FYs 10-11 and 11-12, Balance in CCRA, Water and Sewer Operating Funds  |                      |                       | \$                   | 130,000               |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| Building Official Services - City of Sebastopol   |                      |                       |                      | 35,175                |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| Contract - Building Department Services   |                      |                       |                      | 10,000                |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| Recreation Program Instructors - Various  |                      |                       |                      | 5,000                 |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
|   |                      |                       | \$                   | <u>180,175</u>        |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| 61034 <b>Dues and Subscriptions</b>   |                      |                       |                      |                       |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| Local Agency Formation Commission (LAFCO)   |                      |                       | \$                   | 2,689                 |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| CD Data - Parcelquest   |                      |                       |                      | 586                   |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| American Planning Association (APA), American Institute of Certified Planners (AICP)  |                      |                       |                      | 510                   |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| Code Book Updates - Expense is Offset by Incremental Fees Received  |                      |                       |                      | 983                   |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| California Building Officials (CALBO) Membership - Expense is Offset by Incremental Fees Received   |                      |                       |                      | 215                   |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| International Association of Plumbing and Mechanical Officials (IAPMO) - Expense is Offset by Incremental Fees  |                      |                       |                      | 150                   |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| National Fire Protection Association (NFPA) - Expense is Offset by Incremental Fees   |                      |                       |                      | 150                   |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
| International Code Council (ICC) Membership - Expense is Offset by Incremental Fees Received  |                      |                       |                      | 100                   |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |
|   |                      |                       | \$                   | <u>5,383</u>          |  |        |                                    |  |  |  |  |                                   |      |      |    |         |                            |      |      |  |        |                   |      |      |  |        |                          |      |      |  |        |  |             |             |    |                  |

**Community Development  
Budget Details (Continued)**

|       |   |    |              |
|-------|---|----|--------------|
| 61035 | <b>Travel, Meetings, and Training</b>                                       |    |              |
|       | Staff Training - Expense Offset by Incremental Fees Received in Prior Years | \$ | 2,000        |
|       | Additional Staff Training   |    | <u>3,000</u> |
|       |   |    | <u>5,000</u> |
| 61038 | <b>Information Systems</b>  |    |              |
|       | Departmental Allocation (See Dept #303 for Total)                           | \$ | <u>7,000</u> |
| 61048 | <b>Printing and Photocopying</b>  |    |              |
|       | Departmental Allocation (See Dept #301 for Total)                           | \$ | 1,800        |
|       | Department Specific   |    | <u>2,200</u> |
|       |   | \$ | <u>4,000</u> |
| 71081 | <b>Equipment</b>  | \$ | <u>-</u>     |

**Engineering Services  
2011-2012 Proposed Budget**

Fund 01, Department 402

| Acct     | Description                    | 2009-2010<br>Actual | 2010-2011         |                       | 2011-2012          |
|----------|--------------------------------|---------------------|-------------------|-----------------------|--------------------|
|          |                                |                     | Amended<br>Budget | Estimated Year<br>End | Proposed<br>Budget |
| Current: |                                |                     |                   |                       |                    |
| 510XX    | Salaries and Benefits          | \$ 19,989           | \$ 10,521         | \$ 10,521             | \$ 19,076          |
| 61018    | Special Engineering Services   | 16,669              | 2,000             | 2,000                 | -                  |
| 61025    | Other Contract Services        | 45                  | 50                | 50                    | -                  |
| 61034    | Dues and Subscriptions         | 125                 | -                 | -                     | 300                |
| 61035    | Travel, Meetings, and Training | 15                  | 2,500             | 2,500                 | 2,500              |
| 61036    | Telephone Expense              | 105                 | -                 | -                     | -                  |
| 61037    | Vehicle Expense                | 10                  | 225               | 225                   | 225                |
| 61038    | Info Systems                   | 154                 | 350               | 350                   | 350                |
| 61040    | Supplies                       | 5                   | -                 | -                     | -                  |
| 61048    | Printing and Photocopying      | 38                  | -                 | -                     | -                  |
|          | Subtotal                       | 37,155              | 15,646            | 15,646                | 22,451             |
|          | <b>Department Total</b>        | <b>\$ 37,155</b>    | <b>\$ 15,646</b>  | <b>\$ 15,646</b>      | <b>\$ 22,451</b>   |

**Budget Details**

| Source of Funding | <u>Amount</u> |
|-------------------|---------------|
| General Fund      | \$ 22,451     |

| 510XX | Salaries and Benefits                    | <u>Amended<br/>10-11 FTE</u> | <u>Proposed<br/>11-12 FTE</u> |             |
|-------|--|------------------------------|-------------------------------|-------------|
|       | Director of Public Works / City Engineer | 0.15                         | 0.15                          | \$ 23,500 * |

\*FTE and Total not adjusted to reflect estimated voluntary contribution by Director

**Streets**  
**2011-2012 Proposed Budget**

Fund 01, Department 403

| Acct  | Description                       | 2010-2011        |                   |                    | 2011-2012         |
|-------|-----------------------------------|------------------|-------------------|--------------------|-------------------|
|       |                                   | 2009-2010 Actual | Amended Budget    | Estimated Year End | Proposed Budget   |
|       | Current:                          |                  |                   |                    |                   |
| 510XX | Salaries and Benefits             | \$ 115,489       | \$ 140,443        | \$ 140,443         | \$ 165,397        |
| 51003 | Overtime                          | 381              | -                 | -                  | -                 |
| 61025 | Other Contract Services           | 19,949           | 20,429            | 20,429             | 49,518            |
| 61031 | Advertising and Publications      | 92               | 92                | 92                 | 100               |
| 61033 | Postage                           | 143              | 166               | 166                | 150               |
| 61034 | Dues and Subscriptions            | 3,600            | 3,600             | 3,600              | 5,104             |
| 610** | Travel, Meetings, and Training    | 2                | -                 | -                  | -                 |
| 61036 | Telephone                         | 1,081            | 976               | 976                | 1,000             |
| 61037 | Vehicle Expense                   | 2,641            | 2,543             | 2,543              | 2,500             |
| 61038 | Information Systems               | 1,140            | 1,153             | 1,153              | 1,150             |
| 61040 | Supplies                          | 354              | 421               | 421                | 425               |
| 61041 | Materials, Tools, Small Equipment | 14,071           | 12,000            | 12,000             | 11,200            |
| 61042 | Equipment Rental                  | -                | 500               | 500                | 500               |
| 61043 | Repairs & Replacements            | 2,617            | 1,000             | 1,000              | 1,000             |
| 61048 | Printing and Photocopying         | 296              | 300               | 300                | 300               |
| 61051 | Utilities                         | 63,732           | 60,000            | 60,000             | 60,000            |
|       | Subtotal                          | 225,585          | 243,623           | 243,623            | 298,344           |
|       | Capital Outlay:                   |                  |                   |                    |                   |
| 71081 | Equipment                         | -                | -                 | -                  | -                 |
| 71082 | CIP                               | -                | -                 | -                  | 262,000           |
|       | <b>Department Total</b>           | <b>225,585</b>   | <b>\$ 243,623</b> | <b>\$ 243,623</b>  | <b>\$ 560,344</b> |

**Budget Details**

|              |  | <b>Amount</b>        |                       |
|--------------|--|----------------------|-----------------------|
| <b>42259</b> | <b>Sources of Funding</b>  |                      |                       |
|              | Operating Transfer In - Gas Taxes Fund                             | \$                   | 286,090               |
|              | Operating Transfer In - Transportation Development Fund, Measure M |                      | -                     |
|              | <b>General Fund - Balance of Expenditures</b>                      |                      | <u>274,254</u>        |
|              |  | \$                   | <u><u>560,344</u></u> |
| <b>510XX</b> | <b>Salaries and Benefits</b>                                       |                      |                       |
|              | Director of Public Works / City Engineer                           | Amended<br>10-11 FTE | Proposed<br>11-12 FTE |
|              | Field Maintenance Supervisor                                       | 0.15                 | 0.15                  |
|              | Associate Engineer   | 0.28                 | 0.28                  |
|              | Maintenance Worker II  | 0.00                 | 0.25                  |
|              | Maintenance Worker II  | 0.32                 | 0.18                  |
|              | Maintenance Worker II  | 0.17                 | 0.32                  |
|              | Maintenance Worker II  | 0.18                 | 0.17                  |
|              | Maintenance Worker II  | 0.29                 | 0.29                  |
|              |  | <u>1.39</u>          | <u>1.64</u>           |
|              |  |                      | \$ 165,397            |
| <b>61025</b> | <b>Other Contract Services</b>                                     |                      |                       |
|              | Signal Maintenance - Republic Electric                             |                      | \$ 18,881             |
|              | Striping / Painting  |                      | 10,000                |
|              | MS4 Permit Compliance Activities                                   |                      | 5,000                 |
|              | Conservation Corps North Bay Apprentice                            |                      | 4,637                 |
|              | Establish City Survey Benchmarks                                   |                      | 4,000                 |
|              | Landscape Mulching, Planting                                       |                      | 3,000                 |
|              | Signals - Department of Transportation                             |                      | 2,000                 |
|              | Tree Removal / Trimming (As Needed)                                |                      | 2,000                 |
|              |  |                      | <u>\$ 49,518</u>      |
| <b>61041</b> | <b>Materials, Tools, Small Equipment</b>                           |                      |                       |
|              | Continuing Operations Expenditures                                 |                      | \$ 10,000             |
|              | Signs - Pedestrian Crossing  |                      | 1,200                 |
|              |  |                      | <u>\$ 11,200</u>      |
| <b>71082</b> | <b>Capital Improvements</b>  |                      |                       |
|              | Signal Intertie (Reserve)  |                      | \$ 30,000             |
|              | Intersection Ped Phase Timing                                      |                      | 5,000                 |
|              | Roadway Rehabilitation   |                      | 227,000               |
|              |  |                      | <u>\$ 262,000</u>     |

**Government Buildings  
2011-2012 Proposed Budget**

| Fund 01, Department 406 |                                   | 2010-2011        |                  |                    | 2011-2012         |
|-------------------------|-----------------------------------|------------------|------------------|--------------------|-------------------|
| Acct                    | Description                       | 2009-2010 Actual | Amended Budget   | Estimated Year End | Proposed Budget   |
| Current:                |                                   |                  |                  |                    |                   |
| 510XX                   | Salaries and Benefits             | \$ 6,464         | \$ 7,000         | \$ 8,000           | \$ 8,000          |
| 51003                   | Overtime                          | 359              | -                | -                  | -                 |
| 61025                   | Other Contract Services           | 18,578           | 20,000           | 20,000             | 20,835            |
| 61033                   | Postage                           | 3                | -                | -                  | -                 |
| 61037                   | Vehicle Maintenance               | 35               | 35               | 35                 | 35                |
| 61038                   | Information Systems               | 138              | 100              | 100                | 100               |
| 61040                   | Supplies                          | 934              | 800              | 800                | 800               |
| 61041                   | Materials, Tools, Small Equipment | 1,904            | 3,000            | 3,000              | 3,000             |
| 61043                   | Repairs & Replacements            | -                | -                | -                  | -                 |
| 61048                   | Printing and Photocopying         | 61               | 50               | 50                 | 50                |
| 61051                   | Utilities                         | 26,154           | 26,000           | 26,000             | 26,000            |
|                         | Subtotal                          | 54,631           | 56,985           | 57,985             | 58,820            |
| Capital Outlay:         |                                   |                  |                  |                    |                   |
| 71081                   | Equipment                         | -                | -                | -                  | -                 |
| 71082                   | CIP                               | -                | 4,000            | 4,000              | 150,000           |
| <b>Department Total</b> |                                   | <b>54,631</b>    | <b>\$ 60,985</b> | <b>\$ 61,985</b>   | <b>\$ 208,820</b> |

**Budget Details**

|                           |   | <u>Amount</u>     |
|---------------------------|---|-------------------|
| <b>Sources of Funding</b> |   |                   |
| 42259                     | Operating Transfer In - Water Operating Fund  | \$ -              |
| 42259                     | Operating Transfer In - Sewer Operating Fund  | -                 |
| 42259                     | Operating Transfer In - CCRA Operating Fund   | 4,326             |
| 42259                     | Operating Transfer In - CCRA Low and Moderate Income Housing Fund                                       | 1,520             |
|                           | General Fund  | 208,820           |
|                           |   | <u>\$ 208,820</u> |
|                           |   |                   |
| 510XX                     | <b>Beginning January 2009, Public Works Staff Bill Time Worked on Government Building as it Occurs.</b> |                   |
|                           |   |                   |
| 61025                     | <b>Other Contract Services</b>  |                   |
|                           | Janitorial Service - ICM - City Hall, Cotati Room, Classrooms   | \$ 10,000         |
|                           | HVAC Maintenance - Pacific Heating - City Hall, Cotati Room, Corporation Yard                           | 3,400             |
|                           | Mats - AlSCO - City Hall, Cotati Room, Corporation Yard, Towels, Coverall Service - Corporation Yard    | 2,875             |
|                           | Cotati Room - Annual Floor Maintenance  | 1,300             |
|                           | Pest Control - Terminix - City Hall, Cotati Room  | 1,260             |
|                           | Window/Solar Panel Cleaning - City Hall   | 780               |
|                           | Alarms - ESP & Alarm - Corporation Yard   | 720               |
|                           | Miscellaneous Services (As Needed)  | 500               |
|                           |   | <u>\$ 20,835</u>  |
|                           |   |                   |
| 71082                     | <b>Capital Improvements</b>   |                   |
|                           | C025 - City Hall Roof Repair  | <u>\$ 150,000</u> |

**Park Maintenance  
2011-2012 Proposed Budget**

| Fund 01, Department 408 |                                   | 2010-2011        |                   | 2011-2012          |                   |
|-------------------------|-----------------------------------|------------------|-------------------|--------------------|-------------------|
| Acct                    | Description                       | 2009-2010 Actual | Amended Budget    | Estimated Year End | Proposed Budget   |
|                         | Current:                          |                  |                   |                    |                   |
| 510XX                   | Salaries and Benefits             | \$ 79,257        | \$ 39,289         | \$ 45,000          | \$ 42,872         |
| 51003                   | Overtime                          | 36               | -                 | -                  | -                 |
| 61025                   | Other Contract Services           | 46,753           | 50,859            | 50,859             | 50,748            |
| 61033                   | Postage                           | 93               | 120               | 120                | 120               |
| 61034                   | Dues & Subscriptions              | -                | 20                | 20                 | -                 |
| 610**                   | Travel, Meetings, and Training    | 1                | -                 | -                  | -                 |
| 61036                   | Telephone                         | 724              | 700               | 700                | 700               |
| 61037                   | Vehicle Maintenance               | 1,751            | 2,500             | 2,500              | 2,500             |
| 61038                   | Information Systems               | 531              | 250               | 250                | 250               |
| 61040                   | Supplies                          | 330              | 250               | 250                | 250               |
| 61041                   | Materials, Tools, Small Equipment | 5,460            | 4,250             | 4,250              | 12,850            |
| 61042                   | Equipment Rental                  | 1,780            | 1,500             | 1,500              | 1,500             |
| 61048                   | Printing and Photocopying         | 172              | 175               | 175                | 175               |
| 61051                   | Utilities                         | 3,530            | 3,200             | 3,200              | 3,200             |
|                         | Subtotal                          | 140,418          | 103,113           | 108,824            | 115,165           |
|                         | Capital Outlay:                   |                  |                   |                    |                   |
| 71081                   | Equipment                         | -                | -                 | -                  | -                 |
| 71082                   | CIP                               | -                | -                 | -                  | -                 |
|                         | <b>Department Total</b>           | <b>140,418</b>   | <b>\$ 103,113</b> | <b>\$ 108,824</b>  | <b>\$ 115,165</b> |

**Budget Details**

| Sources of Funding |   |                          |                           | Amount     |
|--------------------|---|--------------------------|---------------------------|------------|
| 42259              | General Fund                                    |                          |                           | \$ 115,165 |
| 510XX              | <b>Salaries and Benefits</b>                    | <b>Amended 10-11 FTE</b> | <b>Proposed 11-12 FTE</b> |            |
|                    | Director of Public Works / City Engineer        | 0.03                     | 0.03                      | \$ 4,700   |
|                    | Field Maintenance Supervisor                    | 0.03                     | 0.03                      | 3,393      |
|                    | Associate Engineer                              | 0.00                     | 0.09                      | 7,622      |
|                    | Maintenance Worker II                           | 0.00                     | 0.00                      | -          |
|                    | Maintenance Worker II                           | 0.00                     | 0.00                      | -          |
|                    | Maintenance Worker II                           | 0.00                     | 0.00                      | -          |
|                    | Maintenance Worker II                           | 0.30                     | 0.30                      | 27,156     |
|                    |   | 0.36                     | 0.45                      | \$ 42,872  |
| 61025              | <b>Other Contract Services</b>                  |                          |                           |            |
|                    | Landscape Maintenance - Trugreen Maintenance    |                          |                           | \$ 43,111  |
|                    | Park Maintenance - Conservation Corps North Bay |                          |                           | 4,637      |
|                    | Park Maintenance - Gopher Control               |                          |                           | 3,000      |
|                    |   |                          |                           | \$ 50,748  |
| 61041              | <b>Materials, Tools, Small Equipment</b>        |                          |                           |            |
|                    | Continuing Operations Expenditures              |                          |                           | \$ 4,250   |
|                    | Landscape Mulch, Planting                       |                          |                           | 2,000      |
|                    | Playground Bark                                 |                          |                           | 2,500      |
|                    | Laguna Class I Path Doggie Box Replacement      |                          |                           | 2,000      |
|                    | Tree Removal/Trimming (As-Needed)               |                          |                           | 2,000      |
|                    | Recreation Supplies - Basketball Nets           |                          |                           | 100        |
|                    |   |                          |                           | \$ 12,850  |
| 71081              | <b>Equipment</b>                                |                          |                           | \$ -       |
| 71082              | <b>Capital Improvements</b>                     |                          |                           | \$ -       |

**Police  
2011-2012 Proposed Budget**

| Fund 01, Department 500 |                                   | 2010-2011           |                     | 2011-2012           |                     |                 |
|-------------------------|-----------------------------------|---------------------|---------------------|---------------------|---------------------|-----------------|
| Acct                    | Description                       | 2009-2010 Actual    | Amended Budget      | Estimated Year End  | Proposed Budget     |                 |
| Current:                |                                   |                     |                     |                     |                     |                 |
| 510XX                   | Salaries and Benefits             | 2,043,574           | 1,962,473           | 1,962,473           | 2,093,386           |                 |
| 51003                   | Overtime                          | 84,675              | 185,000             | 175,000             | 106,721             |                 |
| 61025                   | Other Contract Services           | 59,285              | 297,460             | 297,460             | 61,800              |                 |
| 61031                   | Advertising and Publications      | -                   | 900                 | 1,099               | 300                 |                 |
| 61033                   | Postage                           | 2,305               | 3,500               | 2,300               | 2,300               |                 |
| 61034                   | Dues and Subscriptions            | 1,168               | 1,480               | 1,480               | 1,480               |                 |
| 610**                   | Travel, Meetings, and Training    | 1,633               | 15,170              | 8,000               | 18,850              |                 |
| 61036                   | Telephone                         | 7,985               | 8,000               | 8,000               | 8,000               |                 |
| 61037                   | Vehicle Expense                   | 40,823              | 52,000              | 35,000              | 30,000              |                 |
| 61038                   | Information Systems               | 65,288              | 78,624              | 78,624              | 78,624              |                 |
| 61040                   | Supplies                          | 6,490               | 6,000               | 5,500               | 5,500               |                 |
| 61041                   | Materials, Tools, Small Equipment | 5,034               | 7,000               | 8,000               | 7,000               |                 |
| 61043                   | Repairs and Replacements          | 333                 | -                   | -                   | -                   |                 |
| 61048                   | Printing and Photocopying         | 10,038              | 13,000              | 9,000               | 9,000               |                 |
| 61051                   | Utilities                         | 24,033              | 26,000              | 26,000              | 26,000              |                 |
| 61076                   | Contributions                     | -                   | 1,933               | 1,933               | 2,000               |                 |
| 61088                   | Jail Booking Fees                 | 5,907               | 12,036              | 12,036              | 36,108              | County Increase |
|                         | Subtotal                          | 2,358,569           | 2,670,576           | 2,631,905           | 2,487,069           |                 |
| Capital Outlay:         |                                   |                     |                     |                     |                     |                 |
| 71081                   | Equipment                         | 8,390               | 10,200              | 10,200              | 2,000               |                 |
| Debt Service            |                                   |                     |                     |                     |                     |                 |
| 61093                   | Lease Principal                   | 9,813               | 5,061               | 5,061               | 43,363              |                 |
| 61094                   | Lease Interest                    | 1,807               | 749                 | 749                 | 4,897               |                 |
|                         | Total Expenditures                | 2,378,580           | 2,686,586           | 2,647,915           | 2,537,329           |                 |
|                         | <b>Department Total</b>           | <b>\$ 2,378,580</b> | <b>\$ 2,686,586</b> | <b>\$ 2,647,915</b> | <b>\$ 2,537,329</b> |                 |

**Budget Details**

| Sources of Funding |  | Amount              |
|--------------------|--|---------------------|
| 4XXXX              | Charges for Services                             | \$ -                |
| 41XXX              | Licenses and Permits                             | 9,900               |
| 41XXX              | Fines and Forfeitures                            | 45,000              |
| 42259              | Operating Transfer In - Public Safety Fund       | -                   |
| 41219              | Peace Officers Standards and Training (P.O.S.T.) | 2,000               |
| 41090              | Public Safety Augmentation                       | 42,112              |
|                    | <b>General Fund</b>                              | <u>2,438,317</u>    |
|                    |  | <u>\$ 2,537,329</u> |

| 510XX | Salaries and Benefits       | Amended<br>10-11 FTE | Proposed<br>11-12 FTE | Amount              |
|-------|-----------------------------|----------------------|-----------------------|---------------------|
|       | Police Chief                | 1.00                 | 1.00                  | 213,242             |
|       | Police Lieutenant           | 0.00                 | 1.00                  | 144,011             |
|       | Police Sergeant             | 4.00                 | 2.00                  | 347,218             |
|       | Police Officer              | 5.00                 | 6.00                  | 816,824             |
|       | Support Services Supervisor | 0.38                 | 0.38                  | 37,332              |
|       | Community Services Officer  | 1.00                 | 1.00                  | 83,531              |
|       | Dispatcher / Clerk          | 5.00                 | 4.50                  | 390,585             |
|       | Reserve Officers            | 1.00                 | 0.92                  | 60,643              |
|       |                             | <u>17.38</u>         | <u>16.80</u>          | <u>\$ 2,093,386</u> |

**Police  
Budget Details (Continued)**

|       |  | <u>Amount</u>    |
|-------|--|------------------|
| 61025 | <b>Other Contract Services</b>   |                  |
|       | Animal Shelter - City of Rohnert Park  | \$ 18,000        |
|       | Janitorial Service - ICM   | 8,700            |
|       | HVAC Maintenance - Johnson Controls  | 7,000            |
|       | Speed and Traffic Surveys  | 6,000            |
|       | Radio Maintenance - Williams USA / Precision Wireless                        | 2,000            |
|       | Parking Citations Service - Judicial Data Services                           | 1,500            |
|       | Parking Violations Filed - Superior Court - County                           | 1,500            |
|       | Emergency Generator Maintenance - SC Phillips                                | 1,500            |
|       | Police Facility Camera Repairs   | 1,000            |
|       | Fingerprint Processing Fee - Department of Justice                           | 1,000            |
|       | Sexual Assault Exams - County of Sonoma Department of Health Services        | 900              |
|       | Document Shredding - Infostor  | 850              |
|       | Detox Services - County of Sonoma  | 800              |
|       | Window and Skylight Cleaning   | 800              |
|       | Pest Control - Terminix  | 700              |
|       | Radar Repair and Calibration - RHF Inc.                                      | 600              |
|       | Carpet Cleaning  | 600              |
|       | Lexis Nexis  | 500              |
|       | Translation Services   | 300              |
|       | Dispatch Power Supply Back-Up System Maintenance - California Energy Experts | 250              |
|       | Animal Veterinary Services   | 200              |
|       | <b>Staff / Reserve Pre-Employment Related:</b>                               |                  |
|       | Background Investigator (2 @ \$1,700, 2 @ \$500)                             | 4,400            |
|       | Physical Exams (2 @ \$700)   | 1,400            |
|       | Psychological Exams (2 @ \$500)  | 1,000            |
|       | Polygraph Exams (2 @ \$150)  | 300              |
|       |  | <u>\$ 61,800</u> |
| 61034 | <b>Dues and Subscriptions</b>  |                  |
|       | California Police Officers Association                                       | \$ 520           |
|       | Sonoma County Chief's Association  | 250              |
|       | California Police Chiefs Association   | 200              |
|       | California Penal Code - 2  | 140              |
|       | California Vehicle Codes - 5   | 120              |
|       | California Background Investigators  | 50               |
|       | California Association Records Supervisor                                    | 50               |
|       | CalNENA (National Emergency Number Association)                              | 50               |
|       | California Property & Evidence Officers                                      | 50               |
|       | CCUG (Computerized CLETS Users Group)  | 50               |
|       |  | <u>\$ 1,480</u>  |
| 610** | <b>Travel, Meetings and Training</b>   |                  |
|       | Firearms Training  | \$ 4,200         |
|       | Emergency Vehicle Operation (10)   | 2,400            |
|       | POST Executive Course (Chief - Required and Reimbursed by POST)              | 1,800            |
|       | Sexual Assault Investigations (2)  | 1,200            |
|       | First Aid / CPR / Blood Borne Pathogens / SIDS (20)                          | 1,200            |
|       | Patrol Rifle User Course (2)   | 1,000            |
|       | SEMS / NIMS Emergency Management (2)   | 800              |
|       | Preventing Disease Transmission for Trainers (1)                             | 800              |
|       | Detention Facility Update (6)  | 400              |
|       | Arrest & Control   | 300              |
|       | Total Priority 1   | <u>14,100</u>    |

**Police  
Budget Details (Continued)**

|       |   |           |               |
|-------|---|-----------|---------------|
| 610** | <b>Travel, Meetings and Training (continued)</b>                                  |           |               |
|       | REMIF Chief's Annual Training   | \$        | 1,000         |
|       | Communications Training Officer (1)   |           | 1,000         |
|       | Interview & Interrogation (2)   |           | 1,000         |
|       | California Chief of Police Association Conference                                 |           | 800           |
|       | Dispatcher Update (3)   |           | 400           |
|       | Active Shooter (4)  |           | 300           |
|       | Communications Training Officer Update (1)  |           | 250           |
|       | Total Priority 2  |           | 4,750         |
|       | <b>Total Travel, Meetings and Training</b>  | <b>\$</b> | <b>18,850</b> |
|       |   |           |               |
| 61038 | <b>Information Systems</b>  |           |               |
|       | CAD / RMS - Sonoma County Law Enforcement Consortium FY 11-12 Agency Funding      | \$        | 64,000        |
|       | Departmental Allocation (see Dept #303 for Total)                                 |           | 8,024         |
|       | CLETS (California Law Enforcement Telecommunications System) - Wants and Warrants |           | 6,000         |
|       | TMS (Training Management Software) Updates and Support                            |           | 600           |
|       |   | <b>\$</b> | <b>78,624</b> |
|       |   |           |               |
| 61076 | <b>Contributions</b>  |           |               |
|       | Sonoma County Sheriff's Department - MAGNET (Gang Task Force)                     | \$        | 2,000         |
|       |   |           |               |
| 61088 | <b>Jail Booking Fees</b>  |           |               |
|       | Cost of Booking Offenders - County Jail   | \$        | 36,108        |
|       |   |           |               |
| 71081 | <b>Equipment</b>  |           |               |
|       | Bullet Resistant Vests (2) @ \$1,000  | \$        | 2,000         |