



BUDGET

Fiscal Year 2014-2015

Adopted September 23, 2014
Resolution No. 2014-72

MEMBERS OF THE CITY COUNCIL

John Dell'Osso, Mayor
Wendy Skillman, Vice Mayor
Susan Harvey
Mark Landman
John Moore

STAFF

Dianne Thompson, City Manager
Damien O'Bid, Interim Assistant City Manager/City Engineer
David Spilman, Interim Director of Finance
Vicki Parker, Director of Community Development
Michael Parish, Chief of Police
Tamara Taylor, Deputy City Clerk
Robin Donoghue, City Attorney



To: Cotati City Council

From: Dianne Thompson, City Manager

Subject: Annual Budget, Fiscal Year 2014-15

The City begins Fiscal Year 2014 -15 positioned for long-term financial sustainability. For the fifth consecutive year, the City Council has adopted a balanced budget while building General Fund reserves. This has been accomplished as a result of organizational efficiencies, staffing reductions and staff concessions during the economic downturn, combined with community support for sales tax measures. With the passage of Measure G in June, the City is able to fill vacant positions, add limited new positions, and enhance services for the community.

Last winter the City Council conducted their annual Strategic Planning process establishing the groundwork for the budget. In addition to the annual Strategic Planning process, the Council also held two public workshops to discuss the City's financial outlook given the significant General Fund shortfall anticipated with the ending of Measure A, the City's .5% sales tax, in October 2015. Discussion focused on significant impacts to City services resulting from loss of Measure A funds. Council subsequently adopted a resolution declaring a fiscal emergency, and voted to place Measure G, a new 1% sales tax measure for a duration of nine years, on the June 3 ballot. Given the uncertainty around the City's financial situation, the Council adopted a 90-day continuation budget in July in lieu of the traditional Fiscal Year budget.

Measure G passed on June 3 with 53 % of the vote and took effect in October 2014. Over the next nine years, estimated funding generated by Measure G is nearly \$18.2 million. These funds will provide for essential City services including police, community development, public works, and capital improvement projects.

In August, the City Council held a Budget Study Session to discuss the options and recommendations and provide direction to the City staff. At that meeting, the City Council updated the FY 14-15 Goals to be used by the City staff in developing a draft budget.

On September 9th, the City Council reviewed the FY 2014 -15 Draft Budget and recommendations. Highlights from the Draft Budget are:

- General Fund Projects including Roadway Rehabilitation, W. Sierra Ave Bank Stabilization and Energy Efficiency Retrofit project (\$1,038,750).
- Grant Fund Projects including Intermodal Transit Facility (\$ 204,420) and Old Redwood Highway Downtown Revitalization (\$1,609,250).
- Water and Sewer Fund Projects (\$ 3,278,388).
- Staffing changes included the addition of four FTE's including a Police Officer, Public Works Maintenance Worker, Administrative Analyst, Accounting Specialist and other staffing adjustments within the City.
- Economic development activities relocated within a single cost center so that expenditure of funds for economic development activities can be readily identified.

Thoughts for the Future

Measure G revenues provide the City with a fairly stable revenue stream to meet the service needs of the community for the next several years. However, the duration of the sales tax is nine years, ending in 2023, and General Fund revenues will then be significantly reduced. This could result in a dramatic impact on City services if these funds are not offset by economic development, restructuring of City services, cost savings and alternative revenue production. It will be important for City Council and staff over the next several years to carefully review annual budgets for opportunities to keep operating costs in alignment with revenues. The City will also need to accelerate economic development efforts, without the benefit of redevelopment funding, to increase the City's permanent property, sales and transient occupancy tax revenues in order to offset the expiration of Measure G revenues.

In closing, I would like to express my gratitude to City staff involved in the preparation of this document. Also, special thanks and acknowledgement to David Spilman, Interim Finance Director and Damien O'Bid, Interim Assistant City Manager/ City Engineer.



Dianne Thompson
City Manager

Analysis/Discussion

Following the review of the Draft Budget that was presented to the City Council, there are several adjustments, updates of projections and corrections were made. The net effect is an increase to the General Fund ending balance of \$93,700 for FY 14-15. Attached is a summary of the changes that are reflected in the attached FY 14-15 Budget Document. The change to the Water fund is an increase in working capital of \$151,300 due to updates in projections for water capital studies.

Other changes to the format of the FY 14-15 Budget are;

- An expanded Summary section that shows position comparison to prior year, position allocations, capital improvements, equipment for all funds and transfers between funds.
- For the General Fund sources and uses, the format was adjusted to better reflect on-going operating costs by detailing one-time equipment and equipment lease payments to separates lines. This will provide a better comparison of on-going operating revenue to operating expenditures.
- Also in the General Fund section is a detail revenues estimate and inclusion of detailed staff position allocations to each department.
- In the Special Revenue Funds section, a narrative of each fund has been included.
- In the Water and Sewer section, a more detailed revenue estimate and updated combined sources and uses summary for water and sewer funds has been added.

The final printed budget document will also contain narrative summaries for each department and some of the graphics from the budget presentations.

Financial Considerations

The recommended General Fund is balanced with the estimated annual operating revenues exceeding the budget operating expenditures by \$51,300. Other sources and uses of funds for capital improvements, equipment, lease payments and transfers between funds will decrease the ending fund balance by \$894,900.

The ending General Fund balance is projected at \$2,124,200. This amount includes a General Contingency Reserve of 25% of operating expenditures or \$1,450,100, and a recommended facilities and infrastructure replacement reserve of \$400,000. This will leave an undesignated amount of \$274,100.

Environmental Issues

Not applicable.

Attachments:

1. Resolution Adopting Budget
2. Position allocation
3. Proposed FY 14-15 City Budget

RESOLUTION NO. 2014-072

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COTATI ADOPTING THE FISCAL YEAR 2014-2015 BUDGET

WHEREAS, on February 11, 2014, the City Council adopted Resolution 2014-04, declaring a fiscal emergency; and

WHEREAS, due to the uncertainty of the Measure G vote and significant impact to City operations if the measure failed, the City staff was not able to develop a comprehensive FY 14-15 Budget in time for adoption by June 30th; and

WHEREAS, on June 24, 2014, the City Council adopted a continuing budget appropriations Resolution 2014-29 for the period of July 1, 2014 to September 30, 2014; and

WHEREAS, on September 9, 2014 the City Manager presented the Proposed Budget for Fiscal Year 2014-15, including estimated revenues and recommended appropriations for operations, capital improvements and reserves; and

WHEREAS, the City Council had previously held a duly noticed study session on September 9, 2014 and provided the opportunity for and received public comments on the 2013-2014 Proposed Budget; and

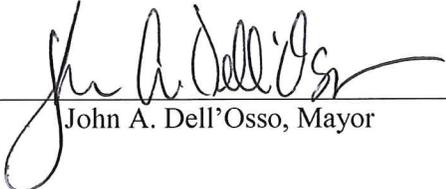
WHEREAS, adoption of a budget prior to the beginning of the new fiscal year is required to insure the uninterrupted operation necessary for City services.

NOW, THEREFORE, the Cotati City Council a hereby resolves that:

1. The fiscal emergency declared by Resolution 2014-04 is hereby rescinded.
2. The appropriations authorized in Resolution 2014-29 are hereby cancelled
3. The Proposed Budget for Fiscal Year 2014-2015 is hereby approved and adopted effective July 1, 2014.
4. The City Manager is authorized to make expenditures and enter into agreements conforming with this Budget and to make adjustments between various accounts within each budget department and fund, limited to the total amount budgeted for said department and/or fund.

IT IS HEREBY CERTIFIED that the foregoing resolution was duly introduced and legally adopted by the City Council of the City of Cotati at a regular meeting held on the 23rd day of September, 2014 by the following vote, to wit:

DELL'OSSO	<u>Yes</u>
SKILLMAN	<u>Absent</u>
HARVEY	<u>Yes</u>
LANDMAN	<u>Yes</u>
MOORE	<u>Yes</u>

Approved: 
John A. Dell'Osso, Mayor

Attest: 
Tamara Taylor, CMC
Deputy City Clerk

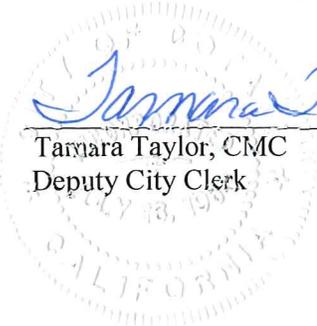


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**Summary
All Funds**

BUDGET

**Fiscal Year
2014-15**

FY 14-15 Budget Summary by Fund

Fund	Projected Beginning Balance 06/30/14	Fiscal Year 14-15 Budget						Projected Ending Balance 06/30/15	
		Estimated Revenues	Appropriations			Operating Transfers			
			Operations	Equipment & Debt	Capital Improvements	In	Out		
General Fund	1	3,019,146	5,851,907	5,800,575	137,050	1,175,750	1,019,030	652,493	2,124,214
Special Revenue Funds - Restricted Use									
Grants	2	(251,886)	1,813,768	-	-	2,113,670	559,250	-	7,462
Comm Dev Block Grants	3	(29,543)	68,000	-	-	41,800	3,343	-	0
Solid Waste Reduction & Recycle	6	98,476	5,000	5,000	-	-	-	-	98,476
Community & Environmental Comm	8	-	-	-	-	-	-	-	0
Public Safety	9	0	100,000	-	-	-	-	100,000	0
Gas Taxes	21	30,908	204,850	3,950	-	-	-	210,000	21,808
Transportation Development	22	274,223	51,000	-	-	-	-	300,000	25,223
Parks and Recreation Development	23	-	-	-	-	-	-	-	0
Park In Lieu	24	628,033	5,000	-	-	150,000	-	-	483,033
Inclusionary Housing	26	3,431,714	6,800	68,000	-	-	-	-	3,370,514
Traffic Mitigation	28	168,857	1,250	30,000	-	-	-	-	140,107
South Sonoma Assmt District LOIBs	31	173,276	233,568	257,545	-	-	-	5,000	144,299
Asset Seizure & Forfeiture	50	123,373	-	82,000	-	-	-	15,000	26,373
Public, Education & Government	60	81,785	16,500	98,000	-	-	-	-	285
Vehicle Replacement	62	75,000	-	129,000	-	-	133,400	-	79,400
Maintenance Assessment Districts	201	115,366	45,934	17,250	-	-	-	1,350	142,700
K-9 Program	202	6,736	5,000	2,700	-	-	-	-	9,036
General Capital Outlay	204	452,542	151,800	-	-	-	-	-	604,342
Cadet Program	205	1,960	-	1,000	-	-	1,000	-	1,960
Citizen Volunteer Program	206	737	-	500	-	-	500	-	737
Total Special Revenue Funds		5,381,557	2,708,470	694,945	0	2,305,470	697,493	631,350	5,155,755
Enterprise Funds - Restricted Use									
Water Operating	12	1,029,340	3,132,538	1,261,250	15,200	2,904,388	-	9,000	(27,960)
Water Capital	13	252,801	49,000	50,000	-	25,000	-	13,500	213,301
Recycled Water Line	14	648,895	0	50,000	-	-	-	-	598,895
Subtotal Water Funds		1,931,036	3,181,538	1,361,250	15,200	2,929,388	0	22,500	784,236
Sewer Operating	18	2,425,837	2,149,800	1,587,150	406,960	306,000	-	9,000	2,266,527
Sewer Capital	19	6,194,051	50,000	396,250	-	69,000	-	332,750	5,446,051
Subtotal Sewer Funds		8,619,888	2,199,800	1,983,400	406,960	375,000	0	341,750	7,712,578
Total Enterprise Funds		10,550,924	5,381,338	3,344,650	422,160	3,304,388	0	364,250	8,496,814
Total City Funds		18,951,627	13,941,715	9,840,170	559,210	6,785,608	1,716,523	1,648,093	15,776,784

Full Time and Part Time (FTE [1]) - All Funds

	Adopted FY 13-14	Proposed FY 14-15	Change
City Manager/City Clerk			
Administrative Analyst	0.50	1.00	0.50
Assistant City Manager	1.00	-	(1.00)
Assistant City Manager/PW Director	-	0.40	0.40
City Manager	1.00	0.80	(0.20)
City Clerk	-	1.00	1.00
Deputy City Clerk	1.00	-	(1.00)
Intern PT	0.30	0.50	0.20
Total City Manager/City Clerk	3.80	3.70	(0.10)
Administrative Services			
Accounting Specialist	0.30	1.00	0.70
Accountant I/II	1.00	-	(1.00)
Accounting Supervisor	-	1.00	1.00
Administrative Services/Finance Director	1.00	1.00	-
Senior Account Clerk	1.00	1.00	-
Total Administrative Services	3.30	4.00	0.70
Economic Development			
Administrative Assistant	-	0.25	0.25
City Manager	-	0.20	0.20
Community Development Director	-	0.40	0.40
Total Economic Development	-	0.85	0.85
Community Development			
Administrative Assistant	1.00	1.20	0.20
Assistant/Associate Planner	1.00	1.00	-
Community Development Director	1.00	0.60	(0.40)
Building Official/Building Inspector	-	1.00	1.00
Sr. Building Inspector	1.00	-	(1.00)
Total Community Development	4.00	3.80	(0.20)
Public Works			
Administrative Assistant	1.00	0.55	(0.45)
Asst City Mgr/Public Works Director/City Engineer	-	0.60	0.60
Public Works Director/City Engineer	1.00	-	(1.00)
Civil/Associate Engineer	1.00	1.00	-
Field Maintenance Superintendent	-	1.00	1.00
Field Maintenance Supervisor	1.00	-	(1.00)
Maintenance Worker III	-	1.00	1.00
Maintenance Worker II	3.00	2.00	(1.00)
Maintenance Worker I	1.00	2.00	1.00
Intern PT	0.15	0.50	0.35
Seasonal Maintenance Aide PT	-	1.00	1.00
Total Public Works	8.15	9.65	1.50
Police			
Community Services Officer	1.00	1.00	-
Lieutenant	1.00	1.00	-
Police Chief	1.00	1.00	-
Police Dispatcher/Clerk	4.00	5.00	1.00
Police Officer	6.00	5.00	(1.00)
Police Officer Corporal	-	2.00	2.00
Police Sergeant	2.00	2.00	-
Police Dispatcher/Clerk PT	1.00	-	(1.00)
Police Services Aide PT	-	0.50	0.50
Reserve Police Officer I/II/III PT	1.50	1.25	(0.25)
Total Police	17.50	18.75	1.25
Total Positions by FTE	36.75	40.75	4.00

[1] FTE - Full time Equivalent is defined as 2080 work hours per year for a full time position. Part Time positions are shown as a ratio of the part time hours to 2080 hours

Position Allocation by % for Funding purposes

	300	301	303	307	400	401	402	403	404	406	408	500	Total General Fund	700	800	900	Total % Funding Allocation		
	City Council	City Manager / City Clerk	Admin Services	Economic Development	Comm Development	Building Inspection	Engineering	Streets	Storm Water Mgmt	Govt Buildings	Park Maintenance	Police		Water Fund	Sewer Fund	CCRA Suc Agency Fund			
Elected Positions (not FTE)																			
Councilmember	0.70	-	-	-	-	-	-	-	-	-	-	-	0.70	0.10	0.10	0.10	1.00	1.00	
Councilmember	0.70	-	-	-	-	-	-	-	-	-	-	-	0.70	0.10	0.10	0.10	1.00	1.00	
Councilmember	0.70	-	-	-	-	-	-	-	-	-	-	-	0.70	0.10	0.10	0.10	1.00	1.00	
Councilmember	0.70	-	-	-	-	-	-	-	-	-	-	-	0.70	0.10	0.10	0.10	1.00	1.00	
Allocation of Elected Positions	3.50	-	-	-	-	-	-	-	-	-	-	-	3.50	0.50	0.50	0.50	5.00	5.00	
Full Time Positions																			
Admin Analyst	-	1.00	-	-	-	-	-	-	-	-	-	-	1.00	-	-	-	1.00	1.00	
City Manager	-	0.40	-	0.20	-	-	-	-	-	-	-	-	0.60	0.10	0.10	0.20	1.00	1.00	
City Clerk	-	0.60	-	-	-	-	-	-	-	-	-	-	0.60	0.05	0.05	0.30	1.00	1.00	
Accounting Supervisor	-	-	0.40	-	-	-	-	-	-	-	-	-	0.40	0.10	0.10	0.40	1.00	1.00	
Accounting Specialist	-	-	0.30	-	-	-	-	-	-	-	-	-	0.30	0.30	0.30	0.10	1.00	1.00	
Administrative Services Director	-	-	0.45	-	-	-	-	-	-	-	-	-	0.45	0.10	0.10	0.35	1.00	1.00	
Senior Accounting Clerk	-	-	0.30	-	-	-	-	-	-	-	-	-	0.30	0.30	0.30	0.10	1.00	1.00	
Administrative Assistant	-	-	-	0.80	-	-	-	0.05	-	-	-	-	0.85	0.05	-	0.10	1.00	1.00	
Assistant/Associate Planner	-	-	-	0.90	-	-	-	-	-	-	-	-	0.90	-	-	0.10	1.00	1.00	
Community Development Director	-	-	-	0.40	-	-	-	-	-	-	-	-	0.85	-	-	0.15	1.00	1.00	
Building Official (Was Sr. Bid Insp)	-	-	-	-	-	1.00	-	-	-	-	-	-	1.00	-	-	-	1.00	1.00	
Administrative Assistant	-	-	-	0.25	-	-	-	0.18	0.02	-	-	-	0.70	0.15	0.15	-	1.00	1.00	
Civil / Assoc Engineer	-	-	-	-	-	-	-	0.18	0.02	-	0.05	-	0.25	0.50	0.25	-	1.00	1.00	
ACM/Director of Public Works	-	0.40	-	-	-	-	0.10	0.05	0.05	-	-	-	0.60	0.20	0.20	-	1.00	1.00	
Field Maintenance Superintendent	-	-	-	-	-	-	-	0.22	0.03	0.05	-	-	0.35	0.35	0.30	-	1.00	1.00	
Maintenance Worker III	-	-	-	-	-	-	-	0.18	0.02	-	-	-	0.20	0.55	0.25	-	1.00	1.00	
Maintenance Worker II	-	-	-	-	-	-	-	0.45	0.05	-	-	-	0.50	0.95	0.55	-	2.00	2.00	
Maintenance Worker I	-	-	-	-	-	-	-	0.54	0.06	0.10	0.50	-	1.20	0.50	0.30	-	2.00	2.00	
Community Services Officer	-	-	-	-	-	-	-	-	-	-	-	1.00	1.00	-	-	-	1.00	1.00	
Lieutenant	-	-	-	-	-	-	-	-	-	-	-	1.00	1.00	-	-	-	1.00	1.00	
Police Chief	-	-	-	-	-	-	-	-	-	-	-	1.00	1.00	-	-	-	1.00	1.00	
Police Dispatcher/Clerk	-	-	-	-	-	-	-	-	-	-	-	5.00	5.00	-	-	-	5.00	5.00	
Police Corporal	-	-	-	-	-	-	-	-	-	-	-	2.00	2.00	-	-	-	2.00	2.00	
Police Officer	-	-	-	-	-	-	-	-	-	-	-	4.00	4.00	-	-	-	4.00	4.00	
Police Officer/K-9	-	-	-	-	-	-	-	-	-	-	-	1.00	1.00	-	-	-	1.00	1.00	
Police Sergeant	-	-	-	-	-	-	-	-	-	-	-	2.00	2.00	-	-	-	2.00	2.00	
Full Time Positions	-	2.40	1.45	0.85	2.40	1.00	0.10	1.85	0.25	0.15	0.60	17.00	28.05	4.20	2.95	1.80	37.00	37.00	
Part Time FTE (equivalent of Full Time at 2080 hours)																			
Intern	-	0.50	-	-	-	-	0.50	-	-	-	-	-	1.00	-	-	-	1.00	1.00	
Seasonal Maintenance Aide	-	-	-	-	-	-	-	0.30	-	0.05	0.25	-	0.60	0.20	0.20	-	1.00	1.00	
Police Services Aide	-	-	-	-	-	-	-	-	-	-	-	0.50	0.50	-	-	-	0.50	0.50	
Reserve Officer 1	-	-	-	-	-	-	-	-	-	-	-	1.25	1.25	-	-	-	1.25	1.25	
Total Part time FTE	-	0.50	-	-	-	-	0.50	0.30	-	0.05	0.25	1.75	3.35	0.20	0.20	-	3.75	3.75	
Total FTE Positions	-	2.90	1.45	0.85	2.40	1.00	0.60	2.15	0.25	0.20	0.85	18.75	31.40	4.40	3.15	1.80	40.75	40.75	

Capital Improvement Projects Summary - All Funds

This is a summary listing of all Capital Improvement Projects. Several projects have multiple funding sources, which are not detailed on this summary list. The projects are listed by the primary funding source or, in some cases with multiple funding sources., by the focus of the project or past expenditures. See the individual project details in each fund for more information on funding sources.

Description	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
General Fund - 1					
2014 ROADWAY REHABILITATION	-	-	320,000	6,500	624,000
CIP - STREETS ROADWAY REHA	-	-	-	10,200	-
ORH Rehabilitation South	-	-	-	33,000	-
E. COTATI/CHARLES PED CROS	-	-	-	15,000	-
COTATI CREEK BYPASS	-	-	-	650	-
W, Sierra Ave Bank Stabilization	-	-	-	-	145,000
CAPITAL IMPROVEMENTS GOV BLDGS	-	-	22,000	-	-
CITY HALL RE-ROOF	115,653	-	-	-	-
CIP - CITY HALL REFURB	-	24,914	-	-	-
ROSE GARDEN IMPROVEMENTS	-	-	-	17,500	-
STORM DRAIN MAP UPDATES	-	-	13,000	-	-
Energy Efficiency Retro Fit Project	-	-	-	-	303,750
Cader Basketball resurfacing	-	-	-	-	33,000
Miscellaneous Replacement Infrastructure Projects	-	72,323	75,000	44,850	70,000
Total	115,653	97,237	430,000	127,700	1,175,750
Grants Fund - 2					
71820.W002 INTERMODAL TRANSIT FACILITY	-	56,154	-	1,919,115	204,420
71082.T042 ORH Downtown Specific Plan Revitalization	-	-	-	-	1,609,250
ORH Rehabilitation South	-	-	-	-	300,000
Total	-	56,154	-	1,919,115	2,113,670
Community Development Block Grant Fund - 3					
71082 West School Street ADA Improvements	-	26,194	41,806	-	41,800
Total	-	26,194	41,806	-	41,800
Park In Lieu Fund - 24					
71082.L017 CIP - VERONDA-FALETTI PARK - Structure Design	2,626	-	150,000	391	75,000
71082.L017 CIP - VERONDA-FALETTI PARK - trails & access	-	-	-	-	75,000
Total	2,626	-	150,000	391	150,000
General Capital Outlay Fund - 204					
71082 CIP Undesignated	-	2,377	50,000	-	-
Total	-	2,377	50,000	-	-
Water Operations Fund - 12					
71082 CIP - WATER OPERATING	-	-	-	60,000	-
71082.A005 PHONE/IT CONVERSION	-	1,117	-	-	-
71082.Z008 CIP - WATER MASTER PLAN UP	4,522	-	-	-	-
71082.Z014 CIP-WATER OP CYPRESS TANK	-	1,655	-	1,500	100,000
71082.Z028 CIP - DEMONSTATION GARDEN	-	-	125,000	-	-
71082.Z045 CIP - WELLS 1A AND 3 FILTE	131,296	-	-	-	-
71082.Z051 CIP - CYPRESS TURNOUT PRES	-	-	35,000	-	-
71082.Z052 CIP - SHOPPING CENTER METE	-	-	25,000	-	25,000

Capital Improvement Projects Summary - All Funds

This is a summary listing of all Capital Improvement Projects. Several projects have multiple funding sources, which are not detailed on this summary list. The projects are listed by the primary funding source or, in some cases with multiple funding sources., by the focus of the project or past expenditures. See the individual project details in each fund for more information on funding sources.

Description	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
71082.Z053 CIP - WATER OP SCADA SYSTE	8,622	73,211	104,300	20,000	70,000
71082.Z054 CIP WATER OP W. SIERRA COA	-	-	200,000	-	500,000
CIP - ADVANCED METERING	-	-	-	-	1,733,500
71082.Z031 WELL 2 & 3 Retrofit	-	-	-	75,000	80,000
71082.Z056 CIP-WATER OP W. COTATI MAI	-	-	325,524	2,000	395,888
Total	144,440	75,983	814,824	158,500	2,904,388

Water Capital Fund - 13

71082.T042 CIP - ORH, GEORGE TO HWY 1	9,477	4,801	35,000	1,000	-
71082.Z014 CYPRESS TANK DESIGN & CONS	62	19,925	-	4,000	-
71082.Z028 DEMONSTRATION GARDEN	-	-	92,380	-	-
71082.Z031 WELL 1A TANK REPLACEMENT	-	-	125,000	-	-
Total	9,539	24,726	252,380	5,000	25,000

Total Water Capital Projects	153,979	100,709	1,067,204	163,500	2,929,388
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Sewer Operations Fund - 18

71082.X013 CIP - SEWER MASTER PLAN	5,701	-	-	-	-
71082.X033 CIP - QH LIFT CHAIN REPLAC	-	-	10,000	-	-
71082.X038 CIP-SEWER OP SCADA UPGRADE	-	-	50,660	-	-
71082.A005 PHONE/IT CONVERSION	-	1,117	-	-	-
71082.X040 2014 Sewer CCTV INSPECTION PROJ	-	-	-	100	125,000
71082.X027 CIP - FLOW MONITORING STAT	4,880	48,313	-	-	25,000
71082.X036 CIP LAGUNA SEWER BYPASS	24,321	-	-	-	86,000
71082.Z053 CIP - SEWER OP SCADA SYSTE	-	43,892	234,238	10,950	70,000
71082.Z056 CIP-SEWER OP W. COTATI MAI	-	-	-	1,250	-
Total	34,902	93,322	294,898	12,300	306,000

Sewer Capital Fund - 19

71082.T012 LANCASTER DR. IMPROVEMENTS	-	-	69,967	-	-
71082.X038 CIP SCADA SYSTEM UPGRADE	-	-	50,660	-	-
71081.X027 CIP - FLOW MONITORING STAT	-	392	-	-	25,000
71082.T042 CIP - ORH, GEORGE TO HWY 1	66,337	33,609	-	6,400	-
71082.X036 CIP LAGUNA SEWER BYPASS	12,529	-	-	-	44,000
Total	78,866	34,001	120,627	6,400	69,000

Total Sewer Capital Projects	113,768	127,323	415,525	18,700	375,000
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Total Capital Improvement Projects - All Funds	386,026	409,994	2,154,535	2,229,406	6,785,608
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Equipment & Lease Payments All Funds

This is a list of specific new or replacement equipment and vehicles to support Department operations. Minor miscellaneous tools and equipment are not detailed. Equipment installed as part of a major project is included in the Capital Improvement Projects.

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Equipment All Funds

General Fund

01-300 City Council	-	-	5,000	2,700	2,300	Misc Support & Technology
01-301 City Manager/City Clerk	-	10	-	6,000	-	
01-303 Administrative Services	-	-	-	4,200	3,000	Flat auto-feed document scanner
01-305 Non-Departmental						
General Equipment	-	-	-	5,000	50,000	Unspecified
Information Technology Equipment	-	-	35,000	16,500	30,000	Ongoing upgrades
City Hall phone conversion project	-	-	25,000	-	25,000	Upgrade phone system
	-	-	60,000	21,500	105,000	
01-306 Public Information Services	480	920	5,000	-	5,000	Unspecified
01-400 Community Development	-	410	-	5,800	2,000	Printer shared with PW
01-402 Public Works - Engineering					2,000	Printer shared with CD
01-403 Public Works - Streets	21,782	18,300	20,000	1,300	12,000	Misc Equipment
01-404 Public Works - Storm Water M	0	0	0	0	1000	Misc Equipment
01-406 Public Works - Government Buildings				650	-	
01-408 Public Works - Parks Maintenance	-	9,412	10,000	3,300	3,200	Misc Equipment
	21,782	27,712	30,000	5,250	18,200	
01-500 Police	91,530	22	-	-	-	See Asset forfeiture Fund
Total General Fund Equipment	113,792	29,074	100,000	45,450	135,500	

Asset Seizure Fund

Tasers					2,000
Rifle Trunk Mounts					3,000
Portable Radio Batteries					300
Bullhorns					1,000
Range Equipment					2,500
Surveillance Equipment					5,000
Weapon Lights					1,500
Weapon Holsters					1,500
Helmets					7,500
Safety Glasses					500
Dispatch Console Upgrade					26,000
E ticket Equipment/Software					15,000
Surveillences Cameras					15,000
Miscellaneous	7,724	27,123	-	-	-
	7,724	27,123	-	-	80,800

Water Funds - 12, 13 & 14	19,297	11,442	15,000	2,500	12,500	Miscellaneous Equipment
Sewer Funds - 18 & 19	2,443	13,622	-	1,850	405,000	Misc Equip & Vector Replacement
PEG Fund - 60						

Equipment & Lease Payments All Funds

This is a list of specific new or replacement equipment and vehicles to support Department operations. Minor miscellaneous tools and equipment are not detailed. Equipment installed as part of a major project is included in the Capital Improvement Projects.

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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For the purchase and installation of webstreaming equipment including cameras, monitors, dedicated computer for streaming/recording, encoders and other equipment	82,000
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Vehicle Replacement Fund - 62

Public Works 3/4 ton utility truck	30,000
Public Works 3/4 ton utility truck	30,000
Police Patrol Car Replacement - K-9 and equipment	37,000
Police Unmarked vehicle replacement and equipment	32,000
<u>0</u>	<u>129,000</u>

Equipment - All funds	116,235	42,696	100,000	47,300	751,500
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Lease Payments All Funds

General Fund

01-301 City Manager/City Clerk	3,417	7,128	8,500	7,150	-
01-403 Public Works - Streets	40,814	1,531	2,500	1,600	1,550
01-500 Police	31,049	31,049	43,500	31,100	-
General Fund Lease Payments	75,280	39,708	54,500	39,850	1,550

Water Funds - 12, 13 & 14	1,465	3,609	171,113	3,700	2,700
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Sewer Funds - 18 & 19	1,465	2,448	2,600	2,550	1,960
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Lease Payments - All funds	78,210	45,765	228,213	46,100	6,210
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**Transfers Between Funds
FY 14-15
Proposed Budget**

Purpose	From Fund		To Fund		Amount
	#	Fund	#	Fund	
Police #500	9	Public Saf	1	General	100,000
City Manager / City Clerk #301	12	Water Ops	1	General	9,000
City Manager / City Clerk #301	13	Water Capital	1	General	13,500
City Manager / City Clerk #301	18	Sewer Ops	1	General	9,000
City Manager / City Clerk #301	19	Sewer Capital	1	General	29,000
Interfund Loan for Energy Efficiency Project	19	Sewer Capital	1	General	303,750
Street Maintenance #403	21	Gas Tax	1	General	210,000
Street Maintenance #403	22	Trans Dev	1	General	300,000
Reimburse for General Fund support	31	SSBP	1	General	5,000
Reimburse for General Fund support	38	CCR Suc Agncy	1	General	38,430
City Manager / City Clerk #301	201	Maint Assmt Dist	1	General	1,350
Police Vehicles equipment	50	Asset Seizure	62	Vehicle Repl	15,000
Vehicle Replacment	18	Sewer Ops	62	Vehicle Repl	15,000
Vehicle Replacment	12	Water Ops	62	Vehicle Repl	15,000
Contribution for Gateway Project on Old Redwood Highway	1	General Fund	2	Grants	559,250
General Fund support for matching grant	1	General	3	CDBG	3,343
Vehicle Replacment	1	General	62	Vehicle Repl	88,400
General Fund support	1	General	205	Cadet	1,000
General Fund support	1	General	206	Citizen Vol	500
Total Transfers Between Funds					1,716,523

**Transfers Between Funds
FY 13-14
Final Budget**

Purpose	From Fund		To Fund		Amount
	#	Fund	#	Fund	
General Fund support	8	CEC	1	General	1,843
Police #500	9	Public Saf	1	General	100,000
To reimburse Police for past grant rela	9	Public Saf	1	General	54,644
City Manager / City Clerk #301	12	Water Ops	1	General	9,000
City Manager / City Clerk #301	13	Water Capital	1	General	13,500
City Manager / City Clerk #301	18	Sewer Ops	1	General	9,000
City Manager / City Clerk #301	19	Sewer Capital	1	General	29,000
Street Maintenance #403	21	Gas Tax	1	General	209,000
Park Maintenance #408	23	P & R Dev	1	General	1,550
To reimburse for support costs	38	CCR Suc Agency	1	General	54,250
City Manager / City Clerk #301	201	Maint Assmt Dist	1	General	1,350
To fund intermodal transit facility	204	Capital Outlay	2	Grants	82,854
Reclass Developer contribution for Tra	22	Transportation Dev	28	Traffic Mitigation	30,375
To fund portion of intermodal transit costs	1	General	2	Grants	341,991
To reimburse disallowed intermodal transit facility costs	1	General	38	Successor Agency	235,120
To reclass PEG Franchise fee payments to separate fund	1	General	60	PEG	65,535
Vehicle Replacment	1	General	62	Vehicle Repl	24,516
General Fund support	1	General	205	Cadet	1,000
General Fund support	1	General	206	Citizen Vol	500
Total Transfers Between Funds					1,265,028



General Fund

BUDGET

Fiscal Year

2014-15

General Fund FY 14-15 Budget Sources and Uses

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Operating Revenues Summary					
Property Tax	1,119,768	1,021,932	1,506,368	1,646,688	1,318,160
Sales Tax	2,586,577	2,424,659	2,540,000	2,768,000	3,530,847
Other Taxes	124,415	108,542	115,000	107,850	107,300
Licenses and Permits	397,378	546,854	500,000	427,800	450,400
Interest and Use of Property	127,779	114,644	120,000	87,400	88,100
Revenues From Other Agencies	62,981	55,523	8,000	82,800	62,900
Charges for Services	193,845	222,259	150,000	207,775	205,200
Other Revenues	81,296	161,137	-	78,450	89,000
Total Operating Revenues	4,694,040	4,655,549	4,939,368	5,406,763	5,851,907
Operating Expenditures Summary					
City Council	69,614	95,168	90,000	69,100	69,350
City Manager/City Clerk	197,624	424,554	433,500	472,400	360,700
Administrative Services	67,433	105,164	163,900	200,400	237,400
Legal Services	166,760	160,703	210,000	117,000	195,000
Non-Departmental	220,273	270,748	341,000	185,650	540,550
Public Information Services	2,980	920	5,000	-	46,000
Economic Development	-	-	-	-	155,800
Community Development	326,814	307,841	407,500	290,550	410,525
Public Works	489,541	524,221	588,500	592,150	964,950
Police	2,564,029	2,621,408	2,615,000	2,542,800	2,820,300
Total Operating Expenditures	4,105,068	4,510,727	4,854,400	4,470,050	5,800,575
Net Operating Surplus/ (Deficit)	588,972	144,822	84,968	936,713	51,332
Other Sources					
Debt Proceeds	115,653				
Other Uses					
Lease Payments	75,280	39,708	54,500	39,850	1,550
Equipment	113,792	29,074	100,000	45,450	135,500
Capital Improvement Projects	115,653	97,237	430,000	127,700	1,175,750
Transfers From or (To) Other Funds					
Transfers in from other funds	349,388	627,083	807,258	483,137	1,019,030
Transfers out to other funds	(26,706)	(29,742)	(24,516)	(668,662)	(652,493)
Net All Transfers	322,682	597,341	782,742	(185,525)	366,537
Net Fund Surplus or (Deficit)	722,582	576,144	283,210	538,188	(894,931)
Beginning Fund Balance	1,182,231	1,904,813	2,480,958	2,480,958	3,019,146
Ending Fund Balance	1,904,813	2,480,958	2,764,168	3,019,146	2,124,214

City of Cotati

Fiscal Year 2014-15

Fund Balance Allocation to Reserves and Other Designations					
General Operating Contingency - 25%	1,026,267	1,127,682	1,213,600	1,117,513	1,450,144
Facilities & Infrastructure Replacement				200,000	400,000
Undesignated	878,546	1,353,276	1,550,568	1,701,633	274,071
Total Reserves and Undesignated	1,904,813	2,480,958	2,764,168	3,019,146	2,124,214

All Reserves As A Percent of Operating	25%	25%	25%	29%	32%
Total Fund Balance As A Percent of Operating	46%	55%	57%	68%	37%

**Detail of All Sources For General Fund
Revenue Estimates, Transfers In, Lease/Debt Proceeds**

		Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Property Taxes						
1 100 41000	PROPERTY TAXES - CURRENT	612,351	446,123	1,030,000	383,600	413,852
1 100 41010	PROPERTY TAX - UNSECURED	(593)	(560)	-	30,000	32,366
1 100 41015	PROP TX - CURR YR SUPPLEMENT	7,186	4,796	-	24,400	26,324
1 100 41020	PROP TAXES-PRIOR YR SEC/UNSEC	(407)	214	-	1,000	1,000
1 100 41030	PROP TAXES - HOMEOWNER EXEMP	8,849	8,232	8,750	8,388	8,400
1 100 41040	RPTTF Residual Revenue Allocation	-	88,547	-	706,900	304,984
1 100 41070	IN-LIEU OF VLF	492,382	474,580	467,618	492,400	531,233
		1,119,768	1,021,932	1,506,368	1,646,688	1,318,160
Sales Taxes						
1 100 41095	SALES TAX IN-LIEU	362,865	384,752	420,000	449,626	450,000
1 100 41100	SALES TAX	1,321,761	1,158,997	1,270,000	1,382,874	1,382,538
1 100 41105	TRANSACTION & USE TX	901,951	880,909	850,000	935,500	1,698,309
		2,586,577	2,424,659	2,540,000	2,768,000	3,530,847
Other Taxes						
1 100 41110	TRANSFER TAX	40,323	25,626	35,000	25,000	25,000
1 100 41120	BUSINESS LICENSE	80,206	79,989	80,000	80,000	80,000
1 100 41121	BUSINESS LICENSE LATE CHARGE	2,621	2,213	-	2,550	2,000
1 100 41125	TRANSIENT OCCUPANCY TAX	1,265	715	-	300	300
		124,415	108,542	115,000	107,850	107,300
Licenses, Permits & Franchises						
1 100 41140	ELECTRIC FRANCHISE - PGE	52,811	55,186	425,000	58,750	59,900
1 100 41150	GAS FRANCHISE - PGE	16,066	14,015	-	15,200	15,500
1 100 41160	CABLE TV FRANCHISE - Comcast	97,531	82,312	-	124,000	102,000
1 100 41165	VIDEO SERVICE FRANCHISE - Pacific B	6,839	8,306	-	15,350	12,500
1 100 41170	GARBAGE FRANCHISE - RED	200,132	367,933	75,000	178,900	232,500
1 100 41180	REDWOOD STORAGE D/A	24,000	19,102	-	35,600	28,000
		397,378	546,854	500,000	427,800	450,400
Revenue from Use of Property						
1 100 42192	INVESTMENT EARNINGS	11,676	538	15,000	10,000	10,000
1 100 42213	GEN'L FACILITIES ROOM RENTAL	9,648	9,656	-	12,300	13,000
1 100 42215	RENTS-OTHER	105,206	102,850	105,000	63,500	63,500
1 408 42214	PARK RENTALS	1,250	1,600	-	1,600	1,600
		127,779	114,644	120,000	87,400	88,100
Revenues from Other Agencies						
1 100 41090	PSAF PROP. 172	42,865	45,973	-	52,000	52,000
1 100 41216	MOTOR VEHICLE IN-LIEU	19,616	3,863	8,000	4,000	4,000
1 100 41025	DEPT OF TRANS HIGHWAY RENTAL	2,040	1,980	-	6,400	6,400
1 100 41220	OTHER GRANTS/RV	(4,825)	3,660	-	20,100	
1 100 41223	STATE MANDATED COSTS SB90	3,285	47	-	300	500
		62,981	55,523	8,000	82,800	62,900
Development Permits & Fees for Services						
1 399 41480	PRE/FINAL DESIGN REVIEW	371	2,060	-	4,800	4,800
1 399 41599	CITY COUNCIL APPEAL PROCESS	-	300	-	300	
1 399 41601	ZONING RESEARCH LETTER	-	80	-	100	
1 399 41603	TREE REPLACEMENT FEE	900	525	-	1,000	
1 400 41430	BLUEPRINT/MAP REPRODUCTION	4	11	-	100	
1 400 41490	MISCELLANEOUS FEES	-	15	-	800	800
1 400 41500	SIGN PERMIT	40	265	-	200	200
1 400 41568	HOUSING LINKAGE FEE	-	19,028	-		
1 400 41570	GROWTH MANAGEMENT REVIEW	-	-	-	525	
1 401 41270	BUILDING INSPECTION	51,815	59,647	75,000	58,000	60,000
1 401 41431	TECHNOLOGY FEE	1,170	12	-		
1 401 41512	ENERGY / TITLE 24 FEE	1,179	1,885	-	1,600	1,600
1 401 41530	STRONG MOTION FEE	8	15	-	100	100
1 401 41593	BUILDING PLAN CHECK	9,180	16,764	-	25,000	25,000

**Detail of All Sources For General Fund
Revenue Estimates, Transfers In, Lease/Debt Proceeds**

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
1 401 41606 INCREMENTAL FEE	4,586	5,992	-	8,650	8,650
1 401 41607 OUTSIDE PLAN REVIEW	3,395	3,148	-		
1 401 41608 CBSC BUILDING STDS SB 1473	(105)	30	-	100	
1 403 41268 MINOR ENCROACHMENT PERMIT	25,916	21,560	25,000	23,100	20,000
	98,459	131,336	100,000	124,375	121,150
Public Safety Fines, Fees & Permits for Services					
1 500 41190 PARKING ENFORCEMENT	9,561	10,292	-	9,000	10,000
1 500 41200 TRAFFIC/CRIMINAL CODE FINES	52,490	51,744	50,000	52,000	52,000
1 500 41211 FORFEITED OTHER-NON POLICE	-	790	-	400	
1 500 41212 EMERGENCY RESPONSE	-	419	-		
1 500 41213 OTHER FINES & FORFEITURES	-	526	-		
1 500 41219 POST	6,078	3,684	-	2,700	3,000
1 500 41220 024G AVOID THE 13 PROGRAM	6,503	1,105	-	1,200	1,200
1 500 41276 TAXI/TRUCK PERMIT	325	2,225	-	700	700
1 500 41277 REPOSSESSION FEE	132	150	-	150	150
1 500 41278 ALARM PERMIT	2,930	3,070	-	3,150	3,150
1 500 41279 CONCEALED WEAPON PERMIT	25	25	-		
1 500 41284 ANIMAL CONTROL REGISTRATION	6,200	6,772	-	6,200	6,200
1 500 41323 TEMP STREET CLOSURE PERMIT	250	-	-		
1 500 41700 POLICE REPORT COPY	32	43	-	100	
1 500 41710 FINGERPRINT REQUEST	20	-	-	100	
1 500 41731 SUBPOENA FEES	330	440	-	550	550
1 500 41751 NOISE DISTURBANCE	115	230	-	50	
1 500 41755 VEH ACCIDENT INVESTIGATION RPT	340	88	-	300	300
1 500 41757 RECORDS CK/CLEARANCE LETTER	35	35	-	-	
1 500 41759 POLICE PHOTO REPRODUCTION	40	575	-	300	300
1 500 41760 IMPOUND/ABATEMENT/RELEASE	7,653	5,252	-	4,600	4,600
1 500 41762 VIDEO/AUDIO TAPE REPRODUCTION	1,935	2,935	-	1,900	1,900
1 500 41764 VEHICLE CORRECTION INSPECTION	180	60	-		
1 500 41765 VIN VERIFICATION	45	45	-		
1 500 42112 DOC RETRIEVAL/REPRODUCTION	167	418	-		
	95,386	90,922	50,000	83,400	84,050
Other Revenues					
1 100 42099 DAMAGE TO CITY PROPERTY	560	11,720	-	3,250	
1 100 42102 CASH OVER / UNDER	51	91	-		
1 100 42104 RETURNED CHECK PROCESSING	50	75	-		
1 100 42113 AGENDA/MINUTES MAILING SVC	-	700	-		
1 100 42180 001W WEED ABATEMENT	-	974	-		
1 602 42155 CLASS REGISTRATION	6,389	8,714	-	6,450	6,500
1 100 42248 DONATIONS	-	(300)	-		
1 100 42252 PUBLIC SERVICE FEE - DISP	30,000	22,500	-	22,500	22,500
1 100 42283 SALE OF FIXED ASSETS	6,000	-	-	3,850	-
1 100 42295 OTHER REVENUES	5,510	1,746	-	200	20,000
1 100 43107 BOOTH APPLICATION	-	165	-	-	-
1 100 42236 REMIF REIMBURSEMENTS	27,186	20,412	-	20,000	20,000
1 100 42237 OTHER REIMBURSEMENTS	5,551	4,288	-	22,200	20,000
1 305 42240 OTHER REIMBURSE - PRIOR YR	-	90,053	-	-	-
	81,296	161,137	-	78,450	89,000
Total General Fund Revenues	4,694,040	4,655,549	4,939,368	5,406,763	5,851,907
Loan or Lease Proceeds	115,653	-	-	-	-
Transfers In from Other Funds	349,388	503,261	807,258	491,071	1,014,450
Total General Fund Sources	5,159,081	5,158,810	5,746,626	5,897,834	6,866,357

Capital Improvement Projects Summary - General Fund

Description	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
2014 ROADWAY REHABILITATION	-	-	320,000	6,500	624,000
CIP - STREETS ROADWAY REHA	-	-	-	10,200	
ORH Rehabilitation South	-	-	-	33,000	
E. COTATI/CHARLES PED CROS	-	-	-	15,000	
COTATI CREEK BYPASS	-	-	-	650	
W, Sierra Ave Bank Stabilization					145,000
CAPITAL IMPROVEMENTS GOV BLDGS	-	-	22,000	-	
CITY HALL RE-ROOF	115,653	-	-	-	-
CIP - CITY HALL REFURB	-	24,914	-	-	-
ROSE GARDEN IMPROVEMENTS	-	-	-	17,500	-
STORM DRAIN MAP UPDATES	-	-	13,000	-	-
Energy Efficiency Retro Fit Project					303,750
Cader Basketball resurfacing					33,000
Miscellaneous Replacement Infrastructure Proje	-	72,323	75,000	44,850	70,000
Total	115,653	97,237	430,000	127,700	1,175,750

**General Fund Department Summaries
Operations, Equipment and Debt**

	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
Departments					
01-300 City Council	69,614	95,168	95,000	71,800	71,650
01-301 City Manager/City Clerk	201,041	431,692	442,000	485,550	360,700
01-303 Administrative Services	67,433	105,164	163,900	204,600	240,400
01-304 Legal Services	166,760	160,703	210,000	117,000	195,000
01-305 Non-Departmental	220,273	270,748	401,000	207,150	645,550
01-306 Public Information Services	3,460	1,840	10,000	-	51,000
01-307 Economic Development	-	-	-	-	155,800
01-400 Community Development	326,814	308,251	407,500	296,350	412,525
01-402 Public Works - Engineering	39,425	56,850	44,000	48,600	206,250
01-403 Public Works - Streets	348,917	322,241	363,000	328,450	380,900
01-404 Public Works - Storm Water Mgmt	-	-	-	-	68,700
01-406 Public Works - Government Buildings	47,781	55,899	71,000	77,200	108,300
01-408 Public Works - Parks Maintenance	116,014	118,474	143,000	146,750	220,550
01-500 Police	2,686,608	2,652,479	2,658,500	2,573,900	2,820,300
Department Totals	4,294,140	4,579,509	5,008,900	4,557,350	5,937,625

Expenditures By Type					
Personnel Services	3,026,847	3,324,487	3,586,000	3,226,150	3,758,000
Services & Supplies	1,078,221	1,186,240	1,268,400	1,243,900	2,042,575
Other, Capital & Equipment	189,072	68,782	154,500	87,300	137,050
Department Totals	4,294,140	4,579,509	5,008,900	4,557,350	5,937,625

Staff Allocation - Full-time and Part Time positions (in FTE - Full time equivalent)					
City Manager/City Clerk	1.60	2.93	2.90	2.90	2.90
Administrative Services	0.40	1.38	1.55	1.55	1.45
Economic Development	-	-	-	-	0.85
Community Development	2.20	3.15	3.30	3.80	3.40
Public Works	2.04	2.29	2.50	2.50	4.05
Police	16.80	16.94	17.50	17.50	19.00
Total General Fund Positions	23.04	26.69	27.75	28.25	31.65

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: **City Council**

Account Code: **01-300**

Personnel Services

510XX	BENEFITS	45,070	55,937	61,500	46,300	45,300
510XX	PART-TIME SALARIES	18,000	29,494	18,000	12,600	12,600
Subtotal Personnel Services		63,070	85,431	79,500	58,900	57,900

Services & Supplies

61025	OTHER CONTRACT SERVICES	91	-	-	-	-
61031.015S	ADVERTISING & PUBLICATION	-	-	-	550	600
61034	DUES & SUBSCRIPTIONS	1,945	4,844	5,000	5,000	5,000
61035	MEETING/TRAINING	1,443	1,338	1,500	850	1,500
61036	TELEPHONE EXPENSE	76	86	-	200	200
61038	INFO SYSTEMS	308	381	500	600	1,100
61040	SUPPLIES	525	434	250	300	300
61041	MATERIAL, TOOLS, SMALL EQUIP	-	238	250	200	200
61047	MEALS/FOOD EXPENSE	1,791	763	250	600	600
61048	PRINTING/COPIES	63	86	250	250	250
61049	TRAVEL EXPENSE	302	1,567	2,500	1,650	1,700
61076	CONTRIBUTIONS	-	-	-	-	-
Subtotal Services & Supplies		6,544	9,737	10,500	10,200	11,450

Department Operating Expenditures	69,614	95,168	90,000	69,100	69,350
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Other Capital and Equipment

71081	EQUIPMENT	-	-	5,000	2,700	2,300
Subtotal Other		0	0	5,000	2,700	2,300

Total Department Budget	69,614	95,168	95,000	71,800	71,650
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Estimated Department Revenues and Other Sources

Other General Fund Revenues	69,614	95,168	95,000	71,800	71,650
Transfers From Other Funds	-	-	-	-	-

Total Department Funding Sources	69,614	95,168	95,000	71,800	71,650
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City Council members as a percent of time spent allocated to funding

City Council members allocated General Fund	84%	84%	70%	70%	70%
City Council members allocated Water Fund	14%	14%	10%	10%	10%
City Council members allocated Sewer Fund	2%	2%	10%	10%	10%
City Council members allocated Successor Agency	0%	0%	10%	10%	10%
Total Percent Allocation	100%	100%	100%	100%	100%

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: **City Manager/City Clerk**

Account Code: **01-301**

Personnel Services						
510XX	FULL-TIME SALARIES	101,559	190,118	395,000	245,000	204,450
510XX	OVERTIME	1,161	1,491	-	3,000	3,000
510XX	BENEFITS	74,305	182,277	-	169,900	98,150
510XX	PART-TIME SALARIES					14,600
Subtotal Personnel Services		177,025	373,886	395,000	417,900	320,200

Services & Supplies						
61025	OTHER CONTRACT SERVICES	5,578	5,851	6,000	11,500	6,000
61028	ELECTION EXPENSE	164	8,376	-	250	-
61031	ADVERTISING & PUBLICATION	1,338	2,161	3,000	6,000	3,000
61033	POSTAGE	480	191	500	200	500
61034	DUES & SUBSCRIPTIONS	5,376	8,839	7,500	6,900	7,500
61035	MEETING/TRAINING	972	3,663	7,500	7,500	7,500
61036	TELEPHONE EXPENSE	864	1,825	1,500	1,800	1,500
61037	VEHICLE EXPENSE	466	666	500	1,600	500
61038	INFO SYSTEMS	1,250	5,090	4,000	5,200	4,200
61040	SUPPLIES	432	1,804	1,000	2,050	1,000
61041	MATERIAL, TOOLS, SMALL EQU	96	2,429	-	1,650	-
61042	EQUIPMENT RENTAL	-	-	-	100	-
61044	VEHICLE FUEL EXPENSE	-	-	-	1,000	1,000
61047	MEALS/FOOD EXP	824	1,491	1,500	2,500	2,000
61048	PRINTING/COPIES	1,680	4,605	2,500	2,900	2,500
61049	TRAVEL EXPENSE	1,033	3,559	3,000	3,000	3,000
61051	UTILITIES	46	75	-	300	300
61076	GIFTS & CONTRIBUTIONS	-	-	-	50	-
61083	FILING FEES	-	43	-	-	-
Subtotal Services & Supplies		20,599	50,668	38,500	54,500	40,500

Department Operating Expenditures	197,624	424,554	433,500	472,400	360,700
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Other Capital and Equipment						
61093	LEASE PRINCIPAL	3,417	6,127	7,500	6,600	-
61094	LEASE INTEREST	-	1,001	1,000	550	-
71081	EQUIPMENT	-	10	-	6,000	-
Subtotal Other		3,417	7,138	8,500	13,150	0

Total Department Budget	201,041	431,692	442,000	485,550	360,700
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Estimated Department Revenues and Other Sources						
Other General Fund Revenues	201,041	431,692	383,350	426,900	300,700	
Transfers From Other Funds	-	-	58,650	58,650	60,000	

Total Department Funding Sources	201,041	431,692	442,000	485,550	360,700
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Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Personnel Allocation

Administrative Analyst	-	-	0.50	0.50	1.00
Assistant to the City Manager	0.35	-	-	-	-
Assistant City Manager	-	0.90	0.90	0.90	-
Assistant City Manager/PW Director	-	-	-	-	0.40
City Manager	0.35	0.73	0.60	0.60	0.40
Deputy City Clerk	0.53	0.80	0.60	0.60	-
City Clerk					0.60
Total Full Time Positions	1.23	2.43	2.60	2.60	2.40
Intern	0.55	0.50	0.30	0.30	0.50
Total Part Time Hours (as full time equivalent)	0.55	0.50	0.30	0.30	0.50
Total Full Time Equivalent Positions	1.78	2.93	2.90	2.90	2.90

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: **Administrative Services**

Account Code: **01-303**

Personnel Services

510XX	FULL-TIME SALARIES	32,337	40,829	142,500	65,150	103,400
510XX	OVERTIME	-	-	-	3,500	3,500
510XX	BENEFITS	18,299	29,875	-	36,600	31,950
Subtotal Personnel Services		50,636	70,704	142,500	105,250	138,850

Services & Supplies

61025	OTHER CONTRACT SERVICES	5,816	18,765	4,200	68,600	70,000
61026	AUDITING EXPENSES	7,075	4,500	7,500	7,500	10,000
61031	ADVERTISING & PUBLICATION	70	578	500	150	500
61033	POSTAGE	852	357	500	500	500
61034	DUES & SUBSCRIPTIONS	166	396	500	450	500
61035	MEETING/TRAINING	8	278	1,000	-	2,000
61036	TELEPHONE EXPENSE	357	681	500	600	500
61038	INFO SYSTEMS	1,677	6,473	5,000	9,000	10,650
61040	SUPPLIES	206	707	350	4,500	1,000
61041	MATERIAL, TOOLS	-	134	-	1,150	500
61047	MEALS/FOOD EXP	19	37	100	50	100
61048	PRINTING/COPIES	707	1,412	1,000	1,850	1,500
61049	TRAVEL EXPENSE	167	-	250	500	500
61051	UTILITIES	31	38	-	150	150
61090	BANKING FEES	(354)	104	-	150	150
Subtotal Services & Supplies		16,797	34,460	21,400	95,150	98,550

Department Operating Expenditures	67,433	105,164	163,900	200,400	237,400
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Other Capital and Equipment

71081	EQUIPMENT	-	-	-	4,200	3,000
Subtotal Other		0	0	0	4,200	3,000

Total Department Budget	67,433	105,164	163,900	204,600	240,400
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Estimated Department Revenues and Other Sources

Other General Fund Revenues	67,433	105,164	163,900	204,600	240,400
Transfers From Other Funds	-	-	-	-	-

Total Department Funding Sources	67,433	105,164	163,900	204,600	240,400
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Personnel Allocation

Administrative Services/Finance Director	0.25	0.43	0.45	0.45	0.45
Accountant I/II	0.50	0.80	0.40	0.40	-
Accounting Supervisor	-	-	-	-	0.40
Accounting Specialist	-	-	0.30	0.30	0.30

	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Senior Account Clerk	0.10	0.15	0.40	0.40	0.30
Total Full Time Positions	0.85	1.38	1.55	1.55	1.45

Total Full Time Equivalent Positions	0.85	1.38	1.55	1.55	1.45
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Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: **Legal Services**

Account Code: **01-304**

Services & Supplies						
61015	SPECIAL LEGAL SERVICES - Libert Cassidy	99,592	70,930	50,000	10,000	50,000
61022	LEGAL SERVICES - Meyers Nave	67,168	89,773	150,000	90,000	125,000
61022.006S	OTHER LEGAL SERVICES	-	-	10,000	17,000	20,000
Subtotal Services & Supplies		166,760	160,703	210,000	117,000	195,000

Total Department Budget	166,760	160,703	210,000	117,000	195,000
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Estimated Department Revenues and Other Sources

Other General Fund Revenues	166,760	160,703	210,000	117,000	195,000
Transfers From Other Funds	-	-	-	-	-

Total Department Funding Sources	166,760	160,703	210,000	117,000	195,000
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Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: **Non-Departmental**

Account Code: **01-305**

Services & Supplies

510XX	Personnel Costs related to Unemployment	19,056	12,010	15,000	(2,900)	26,000
61025	OTH CNTRCT SERV	-	890	60,000	74,050	60,000
61025	OTH CNTRCT SERV - CM Recruitment					25,000
61025	OTH CNTRCT SERV - Misc Recruitments					50,000
61025	OTH CNTRCT SERV - SIRE Replacement					35,000
61027	INSURANCE	63,459	63,741	72,000	60,000	65,000
61028	NON-DEPT ELECTION EXPENSE	-	697	25,000	-	22,400
61031	ADVERTISING & PUBLICATIONS	1,491	-	-	700	-
61033	POSTAGE	38	-	-	50	-
61034	DUES & SUBSCRIPTIONS	100	110	3,000	3,150	3,500
61035	MEETING/TRAININ	-	-	-	750	-
61038	INFO SYSTEMS	3,304	60	3,000	26,700	15,650
61040	SUPPLIES	-	-	-	150	-
61041	MATERIAL, TOOLS	-	-	-	50	-
61042	EQUIPMENT RENT	-	-	-	100	-
61047	MEALS/FOOD EXP	-	-	-	100	-
61075	CONTINGENCY	90,168	168,205	125,000	4,000	200,000
61076	CONTRIBUTIONS	1,667	11,650	12,000	3,500	12,000
61082	SALES & TRANSACTION TAX STATE ADMIN	8,090	4,060	10,000	8,000	10,000
61084	PROPERTY TAX	351	581	1,000	600	1,000
61089	PROPERTY TAX COUNTY ADMIN FEES	21,703	6,673	12,000	6,650	12,000
61090	BANKING FEES	10,846	2,071	3,000	-	3,000
Subtotal Services & Supplies		220,273	270,748	341,000	185,650	540,550

Department Operating Expenditures	220,273	270,748	341,000	185,650	540,550
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Other Capital and Equipment

71081	General Equipment	-	-	-	5,000	50,000
71081	Information Technology Equipment	-	-	35,000	16,500	30,000
71082.A0	City Hall phone conversion project	-	-	25,000	-	25,000
Subtotal Other		0	0	60,000	21,500	105,000

Total Department Budget	220,273	270,748	401,000	207,150	645,550
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Estimated Department Revenues and Other Sources

Other General Fund Revenues	220,273	270,748	401,000	207,150	645,550
Transfers From Other Funds	-	-	-	-	-

Total Department Funding Sources	220,273	270,748	401,000	207,150	645,550
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Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: **Public Information Services**

Account Code: **01-306**

Personnel Services					
61025	OTH CNTRCT SERV - Broadcast production	2,500	-	-	12,000
61025	OTH CNTRCT SERV - WEB site update				20,000
61034	DUES & SUBSCRIPTIONS				9,000
61038	INFO SYSTEMS	480	920	5,000	5,000
Subtotal Services & Supplies		2,980	920	5,000	46,000

Department Operating Expenditures	2,980	920	5,000	-	46,000
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Other Capital and Equipment					
71081	EQUIPMENT	480	920	5,000	5,000

Total Department Budget	3,460	1,840	10,000	-	51,000
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Estimated Department Revenues and Other Sources					
	Other General Fund Revenues	3,460	640	8,800	49,800
	Transfers From Other Funds	-	1,200	1,200	1,200

Total Department Funding Sources	3,460	1,840	10,000	-	51,000
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Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: **Economic Development**

Account Code: **01-307**

Personnel Services				
510XX	FULL-TIME SALARIES			92,700
510XX	BENEFITS			31,100
	Subtotal Personnel Services	-	-	123,800

Services & Supplies				
61025	OTHER CONTRACT SERVICES - Economic Dev & Marketing			30,000
61031	ADVERTISING & PUBLICATION			1,000
61033	POSTAGE			100
61034	DUES & SUBSCRIPTIONS			400
61047	MEALS/FOOD EXP			500
	Subtotal Services & Supplies	-	-	32,000

Department Operating Expenditures	-	-	-	-	155,800
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Total Department Budget	-	-	-	-	155,800
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Estimated Department Revenues and Other Sources					
	Other General Fund Revenues	-	-	-	155,800
	Transfers From Other Funds	-	-	-	-

Total Department Funding Sources	-	-	-	-	155,800
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Personnel Allocation					
	City Manager				0.20
	Community Development Director				0.40
	Administrative Assistant				0.25
	Total Full Time Positions	-	-	-	0.85

Total Full Time Equivalent Positions	-	-	-	-	0.85
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Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: **Community Development**

Account Code: **01-400**

Personnel Services						
510XX	FULL-TIME SALARIES	131,338	131,473	219,900	121,600	241,100
510XX	BENEFITS	67,241	68,823	115,100	63,600	77,800
Subtotal Personnel Services		198,579	200,296	335,000	185,200	318,900

Services & Supplies						
61022.006S	LEGAL FEES	-	463	500	-	2,000
61025	OTHER CONTRACT SERVICES	44,808	45,986	45,000	55,000	43,325
61025.006S	OTH CNTRCT SERV - Gen Plan Update	62,230	35,713	-	30,000	10,000
61031	ADVERTISING & PUBLICATION	2,412	419	500	2,500	2,300
61031.006S	ADVERTISING - GENERAL PLAN	1,085	905	1,500	-	-
61033	POSTAGE	1,402	1,648	2,000	2,300	2,000
61033.006S	POSTAGE - Gen Plan Update	41	6	-	-	-
61034	DUES & SUBSCRIPTIONS	3,112	4,155	1,500	1,750	1,900
61035	MEETING/TRAINING	1,767	1,287	3,000	500	3,000
61036	TELEPHONE EXPENSE	2,666	1,965	2,000	1,550	2,000
61037	VEHICLE EXPENSE	403	454	500	-	500
61038	INFO SYSTEMS	3,699	7,855	8,000	5,000	9,000
61038.006S	INFO SYSTEMS - Gen Plan UPDATE	-	24	1,000	-	1,000
61040	SUPPLIES	1,023	1,831	2,000	1,450	2,000
61041	MATERIAL, TOOLS	74	728	1,000	1,500	3,800
61047	MEALS/FOOD EXP	119	131	-	-	-
61048	PRINTING/COPIES	2,888	3,465	4,000	3,500	4,000
61049	TRAVEL EXPENSE	390	360	-	-	-
61051	UTILITIES	116	97	-	300	300
61083	FILING FEES	-	53	-	-	4,500
61100	DEPOSIT EXPENSE	-	-	-	-	-
Subtotal Services & Supplies		128,235	107,545	72,500	105,350	91,625

Department Operating Expenditures	326,814	307,841	407,500	290,550	410,525
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Other Capital and Equipment						
71081	EQUIPMENT	-	410	-	5,800	2,000

Total Department Budget	326,814	308,251	407,500	296,350	412,525
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Estimated Department Revenues and Other Sources						
41480	PRE/FINAL DESIGN REVIEW	371	2,060	-	4,800	2,500
41599	CITY COUNCIL APPEAL PROCESS	-	300	-	300	-
41601	ZONING RESEARCH LETTER	-	80	-	100	-
41603	TREE REPLACEMENT FEE	900	525	-	1,000	500
41430	BLUEPRINT/MAP REPRODUCTION	4	11	-	100	-
41490	MISCELLANEOUS FEES	-	15	-	800	100
41500	SIGN PERMIT	40	265	-	200	200
41568	HOUSING LINKAGE FEE	-	19,028	-	-	-

	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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41570	GROWTH MANAGEMENT REVIEW	-	-	-	525	-
41270	BUILDING INSPECTION	51,815	59,647	75,000	58,000	50,000
41431	TECHNOLOGY FEE	1,170	12	-	-	-
41512	ENERGY / TITLE 24 FEE	1,179	1,885	-	1,600	1,000
41530	STRONG MOTION FEE	8	15	-	100	100
41593	BUILDING PLAN CHECK	9,180	16,764	-	25,000	12,500
41606	INCREMENTAL FEE	4,586	5,992	-	8,650	7,000
41607	OUTSIDE PLAN REVIEW	3,395	3,148	-	-	-
41608	CBSC BUILDING STDS SB 1473	(105)	30	-	100	-
SubTotal Fees For Services		72,543	109,776	75,000	101,275	73,900

Other General Fund Revenues	254,271	192,315	332,500	190,575	326,125
Transfers From Other Funds	-	-	-	-	-
Reimbursement For Services from Developer Deposits		6,159		4,500	12,500

Total Department Funding Sources	326,814	308,251	407,500	296,350	412,525
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Personnel Allocation

Administrative Assistant	0.70	0.95	0.80	1.30	1.05
Assistant/Associate Planner	0.70	0.90	0.90	0.90	0.90
Community Development Director	0.60	0.80	0.70	0.70	0.45
Building Official/Building Inspector	-	-	-		1.00
Sr. Building Inspector	0.25	0.50	0.90	0.90	-
Total Full Time Positions	2.25	3.15	3.30	3.80	3.40

Total Full Time Equivalent Positions	2.25	3.15	3.30	3.80	3.40
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Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Public Works Department Summary

Department Operations						
01-402	Public Works - Engineering	39,425	56,850	44,000	46,600	204,250
01-403	Public Works - Streets	286,321	302,410	340,500	325,550	367,350
01-404	Public Works - Storm Water Mgmt	-	-	-	-	67,700
01-406	Public Works - Government Buildings	47,781	55,899	71,000	76,550	108,300
01-408	Public Works - Parks Maintenance	116,014	109,062	133,000	143,450	217,350
Public Works Operating Totals		489,541	524,221	588,500	592,150	964,950

Department Other, Capital and Equipment	62,596	29,243	32,500	8,850	19,750
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Public Works Department Totals	552,137	553,464	621,000	601,000	984,700
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Department Revenues & Other Sources						
Building Plan Check	-	-	-	-	-	12,500
Minor Encroachment Permits	25,916	21,560	25,000	23,100	20,000	20,000
Park Rentals	1,250	1,600	-	1,600	1,600	1,600
Other General Fund Revenues	329,529	48,219	(420,974)	351,150	713,900	713,900
Transfers From Other Funds	195,442	467,256	1,016,974	210,550	210,000	210,000
Reimbursement For Services from Developer Deposits	-	14,829	-	14,600	26,700	26,700
Department Revenues & Other Sources	552,137	553,464	621,000	601,000	984,700	984,700

Expenditures By Type						
Personnel Services	243,631	277,008	284,000	219,000	318,650	318,650
Services & Supplies	245,910	247,213	304,500	373,150	646,300	646,300
Other, Capital and Equipment	62,596	29,243	32,500	8,850	19,750	19,750
Department Totals	552,137	553,464	621,000	601,000	984,700	984,700

Personnel Allocation

Administrative Assistant	0.34	0.34	0.20	0.20	0.25
Asst City Mgr/Public Works Director/City Engineer					0.20
Public Works Director/City Engineer	0.33	0.33	0.25	0.25	-
Civil/Associate Engineer			0.20	0.20	0.25
Field Maintenance Superintendent					0.35
Field Maintenance Supervisor	0.31	0.31	0.30	0.30	-
Maintenance Worker III					0.20
Maintenance Worker II	1.26	1.26	0.70	0.70	0.50
Maintenance Worker I	-	-	0.35	0.35	1.20
Total Full Time Positions	2.24	2.24	2.00	2.00	2.95
Intern	0.50	0.50	0.50	0.50	0.50
Seasonal Maintenance Aide					0.60
Total Part Time Hours (as full time equivalent)	0.50	0.50	0.50	0.50	1.10

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Total Full Time Equivalent Positions	2.74	2.74	2.50	2.50	4.05
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Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: **Public Works - Engineering**

Account Code: **01-402**

Personnel Services

510XX	FULL-TIME SALARIES	17,842	29,204	22,800	23,400	12,000
510XX	BENEFITS	16,747	21,903	17,200	10,600	7,850
510XX	PART-TIME SALARIES					14,600
	Subtotal Personnel Services	34,589	51,107	40,000	34,000	34,450

Services & Supplies

61018	SPECIAL ENG SVC	-	-	-	6,000	161,000
61025	OTHER CONTRACT SERVICES	473	850	-	600	2,000
61031	ADVERTISING & PUBLICATIONS	140	-	-	500	300
61033	POSTAGE	-	12	-	-	100
61034	DUES & SUBSCRIPTIONS	-	649	-	400	300
61035	MEETINGS / TRAINING	-	1,069	500	400	2,000
61036	TELEPHONE EXPENSE	109	393	400	700	300
61037	VEHICLE EXPENSE	200	220	200	100	300
61038	INFO SYSTEMS	669	1,009	1,000	1,100	1,400
61040	SUPPLIES	2	97	-	1,100	100
61041	MATERIALS / TOOLS	988	35	-	100	400
61044	VEHICLE FUEL EXPENSE	-	-	-	100	100
61047	MEALS/FOOD EXPENSE	-	6	-	100	100
61048	PRINTING/COPIES	2,247	1,147	1,500	1,300	1,200
61049	TRAVEL EXPENSE	-	240	400	-	100
61051	UTILITIES	8	16	-	100	100
	Subtotal Services & Supplies	4,836	5,743	4,000	12,600	169,800

Department Operating Expenditures	39,425	56,850	44,000	46,600	204,250
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Other Capital and Equipment

71081	EQUIPMENT	-	-	-	2,000	2,000
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Total Department Budget	39,425	56,850	44,000	48,600	206,250
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Estimated Department Revenues and Other Sources

Other General Fund Revenues	39,425	42,021	44,000	34,000	167,050
Transfers From Other Funds	-	-	-	-	-
Reimbursement For Services from Developer Deposits		14,829		14,600	26,700
Total Department Funding Sources	39,425	56,850	44,000	48,600	206,250

Personnel Allocation

Public Works Director	0.15	0.15	0.10	0.10	-
Asst City Manager/Public Works Director	-	-	-	-	0.10
Total Full Time Positions	0.15	0.15	0.10	0.10	0.10
Intern	0.50	0.50	0.50	0.50	0.50

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Total Part Time Hours (as full time equivalent)

0.50 0.50 0.50 0.50 0.50

Total Full Time Equivalent Positions

0.65 0.65 0.60 0.60 0.60

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: Public Works - Streets

Account Code: **01-403**

Personnel Services						
510XX	FULL-TIME SALARIES	86,266	93,339	100,830	83,650	114,000
510XX	OVERTIME	-	-	-	5,000	4,000
510XX	BENEFITS	73,040	82,672	89,170	75,050	58,250
510XX	PART-TIME SALARIES	-	-	-	-	13,850
Subtotal Personnel Services		159,306	176,011	190,000	163,700	190,100

Services & Supplies						
61025	OTHER CONTRACT SERVICES	34,383	30,109	50,000	40,000	85,000
61025.005	OTH CNTRCT SERV	-	-	-	2,000	-
61031	ADVERTISING & PUBLICATION	-	327	-	-	200
61033	POSTAGE	146	71	-	-	100
61034	DUES & SUBSCRIPTIONS	-	4,607	10,000	6,100	100
61034.001	DUES & SUBSCRIPTIONS	4,852	9,716	-	-	-
61035	MEETINGS/TRAINING	-	95	-	-	100
61036	TELEPHONE EXPENSE	1,035	1,412	1,000	1,200	600
61037	VEHICLE EXPENSE	5,872	3,423	5,000	6,500	2,300
61038	INFO SYSTEMS	506	2,507	2,500	1,800	6,400
61040	SUPPLIES	270	185	500	1,600	150
61041	MATERIAL, TOOLS	16,012	21,148	20,000	8,500	19,800
61042	EQUIPMENT RENTAL	52	-	500	-	200
61043	REPAIRS AND REPLACEMENTS	52	3,474	500	29,000	1,300
61044	VEHICLE FUEL EXPENSE	-	-	-	1,800	1,500
61047	MEALS/FOOD EXPENSE	-	12	500	-	100
61048	PRINTING/COPIES	246	178	-	150	300
61049	TRAVEL EXPENSE	2	-	-	-	100
61051	UTILITIES	63,587	49,135	60,000	63,200	59,000
Subtotal Services & Supplies		127,015	126,399	150,500	161,850	177,250

Department Operating Expenditures	286,321	302,410	340,500	325,550	367,350
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Other Capital and Equipment						
71081	EQUIPMENT	21,782	18,300	20,000	1,300	12,000
61093	LEASE PAYMENT	40,814	1,531	2,500	1,600	1,550
Subtotal Other		62,596	19,831	22,500	2,900	13,550

Total Department Budget	348,917	322,241	363,000	328,450	380,900
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Estimated Department Revenues and Other Sources						
41268	MINOR ENCROACHMENT PERMIT	25,916	21,560	25,000	23,100	20,000
Transfers From Other Funds						
	Gas Tax	189,596	343,434	208,966	209,000	210,000
	Transportation Development		123,822	207,258	-	-
	Successor Agency			322,000	-	-
Reimbursement For Services from Developer Deposits						

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Total Department Funding Sources	348,917	322,241	363,000	328,450	380,900
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Personnel Allocation

Public Works Director	0.15	0.15	0.15	0.15	-
Asst City Manager/Public Works Director	-	-	-	-	0.05
Field Maintenance Superintendent	0.28	0.28	0.25	0.25	0.22
Civil/Associate Engineer	-	-	0.20	0.20	0.18
Administrative Assistant	0.25	0.25	0.20	0.20	0.18
Maintenance Worker III	-	-	-	-	0.18
Maintenance Worker II	0.96	0.96	0.70	0.70	0.45
Maintenance Worker I	-	-	0.30	0.30	0.54
Total Full Time Positions	1.64	1.64	1.80	1.80	1.80
Seasonal Maintenance Aide					0.30
Total Part Time Hours (as full time equivalent)	-	-	-	-	0.30
Total Full Time Equivalent Positions	1.64	1.64	1.80	1.80	2.10

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: **Public Works - Storm Water Mgmt**

Account Code: **01-404**

Personnel Services

510XX	FULL-TIME SALARIES				18,100
510XX	BENEFITS				9,900
	Subtotal Personnel Services	-	-	-	28,000

Services & Supplies

61025	OTHER CONTRACT SERVICES				25,000
61031	ADVERTISING & PUBLICATION				200
61033	POSTAGE				100
61034	DUES & SUBSCRIPTIONS				6,400
61035	MEETINGS/TRAINING				2,000
61036	TELEPHONE EXPENSE				600
61037	VEHICLE EXPENSE				2,300
61038	INFO SYSTEMS				750
61040	SUPPLIES				150
61041	MATERIAL, TOOLS				1,000
61042	EQUIPMENT RENTAL				200
61044	VEHICLE FUEL EXPENSE				500
61047	MEALS/FOOD EXPENSE				100
61048	PRINTING/COPIES				300
61049	TRAVEL EXPENSE				100
	Subtotal Services & Supplies	-	-	-	39,700

Department Operating Expenditures	-	-	-	-	67,700
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Other Capital and Equipment

71081	EQUIPMENT				1,000
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Total Department Budget	-	-	-	-	68,700
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Estimated Department Revenues and Other Sources

Transfers From Other Funds	-	-	-	-	-
Reimbursement For Services from Developer Deposits					

Total Department Funding Sources	-	-	-	-	68,700
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Personnel Allocation

Asst City Manager/Public Works Director					0.05
Field Maintenance Superintendent					0.03
Civil/Associate Engineer					0.02
Administrative Assistant					0.02
Maintenance Worker III					0.02
Maintenance Worker II					0.05
Maintenance Worker I					0.06
Total Full Time Positions	-	-	-	-	0.25

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Total Full Time Equivalent Positions	-	-	-	-	0.25
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Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: **Public Works - Government Buildings**

Account Code: **01-406**

Personnel Services

510XX	FULL-TIME SALARIES	3,453	4,841	14,000	4,800	8,250
510XX	OVERTIME	-	-	-	1,000	1,000
510XX	BENEFITS					4,250
510XX	PART-TIME SALARIES					2,300
	Subtotal Personnel Services	3,453	4,841	14,000	5,800	15,800

Services & Supplies

61025	OTHER CONTRACT SERVICES	16,617	21,858	26,000	26,000	48,700
61034	DUES & SUBSCRIPTIONS	-	-	-	1,400	-
61037	VEHICLE EXPENSE	-	-	2,500	350	-
61038	INFO SYSTEMS	21	12	-	100	1,500
61040	SUPPLIES	1,027	714	1,000	2,100	1,000
61041	MATERIAL, TOOLS	1,357	3,235	1,500	700	2,600
61042	EQUIPMENT RENTAL	-	-	-	-	100
61043	REPAIRS AND REPLACEMENTS	-	-	-	100	-
61044	VEHICLE FUEL EXPENSE	-	-	-	500	500
61051	UTILITIES	25,306	25,239	26,000	39,500	38,100
	Subtotal Services & Supplies	44,328	51,058	57,000	70,750	92,500

Department Operating Expenditures	47,781	55,899	71,000	76,550	108,300
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Other Capital and Equipment

71081	EQUIPMENT	-	-	-	650	-
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Total Department Budget	47,781	55,899	71,000	77,200	108,300
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Estimated Department Revenues and Other Sources

Transfers From Other Funds	5,846	-	278,000	-	-
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Reimbursement For Services from Developer Deposits

Total Department Funding Sources	47,781	55,899	71,000	77,200	108,300
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Personnel Allocation (as full time equivalent (FTE) - factor of 2080 hours per year)

Field Maintenance Superintendent			0.05	0.05	0.05
Maintenance Worker I			0.05	0.05	0.10
Total Full Time Positions	-	-	0.10	0.10	0.15

Seasonal Maintenance Aide					0.05
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Total Part Time Hours	-	-	-	-	0.05
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Total Full Time Equivalent Positions	-	-	0.10	0.10	0.20
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Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: **Public Works - Parks Maintenance**

Account Code: **01-408**

Personnel Services						
510XX	FULL-TIME SALARIES	27,062	22,599	40,000	14,500	27,600
510XX	OVERTIME	263	61		1,000	1,000
510XX	BENEFITS	18,958	22,389			10,200
510XX	PART-TIME SALARIES					11,500
	Subtotal Personnel Services	46,283	45,049	40,000	15,500	50,300

Services & Supplies						
61025	OTHER CONTRACT SERVICES	46,599	49,663	70,000	51,000	79,500
61031	ADVERTISING & PUBLICATION				200	
61033	POSTAGE	78	10	500	-	100
61034	DUES & SUBSCRIPTIONS	-	175	500	200	100
61035	MEETINGS/TRAINING	-	4	-		100
61036	TELEPHONE EXPENSE	678	396	500	600	600
61037	VEHICLE EXPENSE	2,462	905	5,000	1,300	2,500
61038	INFO SYSTEMS	113	675	1,000	500	2,850
61040	SUPPLIES	661	554	500	1,100	500
61041	MATERIAL, TOOLS	13,784	6,386	10,000	7,400	10,000
61042	EQUIPMENT RENT	1,603	1,622	1,500	-	1,700
61043	REPAIRS AND REPLACEMENTS	52	4	-	200	-
61044	VEHICLE FUEL EXPENSE	-	-	-	800	1,000
61047	MEALS/FOOD EXPENSE	-	2	-	-	
61048	PRINTING/COPIES	149	61	-	50	200
61049	TRAVEL EXPENSE	1	-	-	-	100
61051	UTILITIES	3,551	3,556	3,500	64,600	67,800
	Subtotal Services & Supplies	69,731	64,013	93,000	127,950	167,050

Department Operating Expenditures	116,014	109,062	133,000	143,450	217,350
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Other Capital and Equipment						
71081	EQUIPMENT	-	9,412	10,000	3,300	3,200

Total Department Budget	116,014	118,474	143,000	146,750	220,550
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Estimated Department Revenues and Other Sources

Other General Fund Revenues	114,764	116,874	142,250	143,600	218,950
Transfers From Other Funds					
Parks & Rec Fund 23	-	-	750	1,550	-
Reimbursement For Services from Developer Deposits					
Total Department Funding Sources	116,014	118,474	143,000	146,750	220,550

Personnel Allocation					
Asst City Manager/Public Works Director	0.03	0.03	0.05	0.05	-
Field Maintenance Superintendent	0.03	0.03	0.05	0.05	0.05

	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
Civil/Associate Engineer			0.05	0.05	0.05
Administrative Assistant	0.09	0.09			
Maintenance Worker II	0.30	0.30			
Maintenance Worker I			0.25	0.25	0.50
Total Full Time Positions	0.45	0.45	0.40	0.40	0.60
Seasonal Maintenance Aide					0.25
Total Part Time Hours (as full time equivalent)	-	-	-	-	0.25
Total Full Time Equivalent Positions	0.45	0.45	0.40	0.40	0.85

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: **Police**

Account Code: **01-500**

Personnel Services						
510XX	FULL-TIME SALARIES	1,119,225	1,097,351	2,240,000	1,034,400	1,214,600
510XX	OVERTIME	133,430	110,236	110,000	130,000	130,000
510XX	BENEFITS	1,041,251	1,109,575		1,075,500	1,048,600
510XX	PART-TIME SALARIES					86,500
	Subtotal Personnel Services	2,293,906	2,317,162	2,350,000	2,239,900	2,479,700

Services & Supplies						
61022	LEGAL FEES	-	-	-	15,500	15,000
61025	OTHER CONTRACT SERVICES	83,594	72,655	62,000	68,000	80,000
61031	ADVERTISING & PUBLICATION	843	538	750	-	750
61033	POSTAGE	2,421	1,032	1,250	700	1,250
61034	DUES & SUBSCRIPTIONS	790	665	500	900	1,000
61035	MEETING/TRAININ	3,236	9,215	13,000	6,100	9,000
61036	TELEPHONE EXPENSE	6,192	6,770	6,000	8,800	8,800
61037	VEHICLE EXPENSE	38,908	51,592	40,000	16,700	20,000
61038	INFO SYSTEMS	70,729	85,182	78,500	82,000	99,700
61040	SUPPLIES	4,740	4,877	4,500	9,000	9,000
61041	MATERIAL, TOOLS	14,193	12,476	11,000	5,700	2,500
61042	EQUIPMENT RENTAL	2,677	-	-	300	500
61043	REPAIRS AND REPLACEMENTS	-	-	-	250	500
61044	VEHICLE FUEL EXPENSE	-	-	-	33,900	33,900
61047	MEALS/FOOD EXP	1,621	1,978	1,500	1,550	1,200
61047.027G	MEALS - ABC GRANT 12-13	-	200	-	-	-
61048	PRINTING/COPIES	10,417	10,878	9,000	8,100	8,000
61049	TRAVEL EXPENSE	3,591	5,344	2,000	3,200	4,000
61049.027G	TRAVEL - ABC GRANT 12-13	190	887	-	-	-
61051	UTILITIES	25,981	28,232	30,000	41,000	40,000
61065	AWARDS/PRIZES	-	-	-	200	500
61088	JAIL BOOKING FEES	-	11,725	5,000	1,000	5,000
	Subtotal Services & Supplies	270,123	304,246	265,000	302,900	340,600

Department Operating Expenditures	2,564,029	2,621,408	2,615,000	2,542,800	2,820,300
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Other Capital and Equipment						
71081	EQUIPMENT	91,530	22	-	-	-
61093	LEASE PRINCIPAL	31,049	28,017	39,500	29,500	-
61094	LEASE INTEREST	-	3,032	4,000	1,600	-
	Subtotal Other	122,579	31,071	43,500	31,100	0

Total Department Budget	2,686,608	2,652,479	2,658,500	2,573,900	2,820,300
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Estimated Department Revenues and Other Sources						
41090	PSAF PROP. 172	42,865	45,973	-	52,000	52,000
41190	PARKING ENFORCEMENT	9,561	10,292	-	9,000	10,000

	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
41200 TRAFFIC/CRIMINAL CODE FINES	52,490	51,744	50,000	52,000	52,000
41211 FORFEITED OTHER-NON POLICE	-	790	-	400	-
41212 EMERGENCY RESPONSE	-	419	-	-	-
41213 OTHER FINES & FORFEITURES	-	526	-	-	-
41219 POST	6,078	3,684	-	2,700	3,000
41220 AVOID THE 13 PROGRAM	6,503	1,105	-	1,200	1,200
41276 TAXI/TRUCK PERMIT	325	2,225	-	700	700
41277 REPOSSESSION FEE	132	150	-	150	150
41278 ALARM PERMIT	2,930	3,070	-	3,150	3,150
41279 CONCEALED WEAPON PERMIT	25	25	-	-	-
41284 ANIMAL CONTROL REGISTRATION	6,200	6,772	-	6,200	6,200
41323 TEMP STREET CLOSURE PERMIT	250	-	-	-	-
41710 FINGERPRINT REQUEST	20	-	-	100	-
41755 VEH ACCIDENT INVESTIGATION RPT	340	88	-	300	300
41757 RECORDS CK/CLEARANCE LETTER	35	35	-	-	-
41759 POLICE PHOTO REPRODUCTION	40	575	-	300	300
41760 IMPOUND/ABATEMENT/RELEASE	7,653	5,252	-	4,600	4,600
41762 VIDEO/AUDIO TAPE REPRODUCTION	1,935	2,935	-	1,900	1,900
41764 VEHICLE CORRECTION INSPECTION	180	60	-	-	-
41765 VIN VERIFICATION	45	45	-	-	-
42112 DOC RETRIEVAL/REPRODUCTION	167	418	-	-	-
Fees for Services	95,386	90,922	50,000	83,400	84,050

Other General Fund Revenues	2,491,222	2,461,557	2,508,500	2,335,856	2,636,250
Transfers From Other Funds	-	-	-	-	-
Public Safety - 09	100,000	100,000	100,000	100,000	100,000
Public Safety - 09 - current & prior year grant reimbursements				54,644	

Total Department Funding Sources	2,686,608	2,652,479	2,658,500	2,573,900	2,820,300
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Personnel Allocation

Police Chief	1.00	1.00	1.00	1.00	1.00
Lieutenant	1.00	1.00	1.00	1.00	1.00
Police Sergeant	2.00	2.00	2.00	2.00	2.00
Police Officer Corporal	-	-	-	-	2.00
Police Officer	6.00	6.00	6.00	6.00	5.00
Community Services Officer	1.00	1.00	1.00	1.00	1.00
Support Services Supervisor	0.38	-	-	-	-
Police Dispatcher/Clerk	4.00	4.00	4.00	4.00	5.00
Total Full Time Positions	15.38	15.00	15.00	15.00	17.00
Police Dispatcher/Clerk	0.50	0.50	1.00	1.00	-
Police Services Aide	-	-	-	-	0.50
Reserve Officer 1	0.92	1.44	1.50	1.50	1.25
Total Part Time Hours (as full time equivalent)	1.42	1.94	2.50	2.50	1.75
Total Full Time Equivalent Positions	16.80	16.94	17.50	17.50	18.75



Special Revenue Funds

BUDGET

**Fiscal Year
2014-15**

Special Funds Sources and Uses

Grants (02)

City staff applies for and receives competitive funding grants for various city projects that meet specific criteria. Various Grants for major capital improvement projects.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
41220 OTHER GRANTS/RV	(11,027)	-	-		
41220.C024 BYRNE JAG FORMULA GRANT	-	2,390	-		250,000
41220 FED / CALTRANS - STPL					463,768
41220.W002 FED / CALTRANS - CMAQ - INTERMODAL	15,989	1,268	-	1,234,975	1,100,000
41220.T042 FED / CALTRANS - CMAQ - Gateway Project on ORH					
Total Operating Revenues	4,962	3,658	-	1,234,975	1,813,768
Expenditures					
Total Expenditures	-	-	-	-	-
Net Surplus/Deficit	4,962	3,658	-	1,234,975	1,813,768
Capital Improvement Projects					
71820.W002 INTERMODAL TRANSIT FACILITY		56,154		1,919,115	204,420
71082.T042 Gateway Project on ORH					1,609,250
ORH Rehabilitation South					300,000
Total Capital Projects	0	56,154	0	1,919,115	2,113,670
Transfers From or (To) Other Funds					
42259 TRANSFER IN FROM GENERAL FUND		54,886		341,991	559,250
42259 TRANSFER IN FROM CAPITAL OUTLAY FUND				82,854	
Net All Transfers	-	54,886	-	424,845	559,250
Net Fund Surplus or (Deficit)	4,962	2,390	-	(259,295)	259,348
Beginning Fund Balance	57	5,019	7,409	7,409	(251,886)
Ending Fund Balance	5,019	7,409	7,409	(251,886)	7,462

Special Funds Sources and Uses

CDBG (03)

Community Development Block Grant funds are administered by the County and may be used for projects that benefit low and moderate income residents or to increase accessibility. The funding is used for A.D.A. compliance of ramps, sidewalk and trail improvements.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
41234.C026 CDBG GRANT-COMM CTR BATHRO	61,725				
41234.C027 CDBG GRANT-CITY HALL BATHR	28,276				
41234.T043 CDBG FY 9-10 ADA CHARLES S	49,332				
41234.U006 CDBG GRANT - VALPARAISO			68,000		68,000
41234.U007 CDBG GRANT -West School Street ADA Improvements CDBG GRANT - LA PLAZA GAP CLOSE			92,000		
Total Operating Revenues	139,333	-	160,000	-	68,000
Expenditures					
Total Expenditures	-	-	-	-	-
Net Surplus/Deficit	139,333	-	160,000	-	68,000
Capital Improvement Projects					
71082.C026 ADA RESTROOMS COMM CTR-CDB	61,725				
71082.C027 ADA RESTROOMS CITY HALL-CD	26,228				
71082.T043 CIP - CHARLES STREET SIDEW	56,014				
71082.U007 West School Street ADA Improvements	-	26,194	41,806		41,800
71082. LA PLAZA IMPROVEMENTS			92,000		
Total Capital Projects	143,967	26,194	133,806	0	41,800
Transfers From or (To) Other Funds					
42259 CDBG OPERATING TRSFR IN	1,254	-	3,349	-	3,343
Net All Transfers	1,254	-	3,349	-	3,343
Net Fund Surplus or (Deficit)	(3,380)	(26,194)	29,543	-	29,543
Beginning Fund Balance	31	(3,349)	(29,543)	(29,543)	(29,543)
Ending Fund Balance	(3,349)	(29,543)	-	(29,543)	-

Special Funds Sources and Uses

Solid Waste Reduction & Recycle (06)

Funds were received from a one-percent franchise fee on garbage collection, and proceeds are used for solid waste reduction education programs that meet State standards (AB939).

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
41170 GARBAGE FRANCHISE State CCPP funding	16,681	5,000	18,600	5,000	5,000
Total Operating Revenues	16,681	5,000	18,600	5,000	5,000
Expenditures					
61025 OTH CNTRCT SERV	6,000	-	6,000	-	-
61025 OTH CNTRCT SERV - Sonoma Cty Solid Waste Mgmt		5,000		5,000	5,000
Total Expenditures	6,000	5,000	6,000	5,000	5,000
Net Surplus/Deficit	10,681	-	12,600	-	-
Transfers From or (To) Other Funds					
61085 OP TRANSFER OUT	400	-	-	-	-
Net All Transfers	400	-	-	-	-
Net Fund Surplus or (Deficit)	11,081	-	12,600	-	-
Beginning Fund Balance	87,395	98,476	98,476	98,476	98,476
Ending Fund Balance	98,476	98,476	111,076	98,476	98,476

Special Funds Sources and Uses

Community and Environmental Commission (08)

This fund is used for tracking revenues and expenditures for the Commission sponsored community events such as the Holiday Tree Lighting and the Pasta Dinner and Bingo Night

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
42248 DONATIONS	650	-	-	45	
43101 FOOD-BEV SALES	1,345	-	-		
43103 GATE PROCEEDS	-	-	1,300		
Total Operating Revenues	1,995	-	1,300	45	-
Expenditures					
61025 OTH CNTRCT SERV	2,415	-	3,000		
61036 TELEPHONE EXPENSE	238	-	-		
61038 INFO SYSTEMS	140	90	-		
61040 SUPPLIES	200	58	1,300		
61041 MATERIAL, TOOLS	-	119	-		
61042 EQUIPMENT RENT	-	393	-	400	
61047 MEALS/FOOD EXP	447	142	-		
Total Expenditures	3,440	802	4,300	400	-
Net Surplus/Deficit	(1,445)	(802)	(3,000)	(355)	-
Transfers From or (To) Other Funds					
42259 OPER TRANS IN Operating Transfer Out to Gen Fund	1,445	3,000	3,000	(1,843)	
Net All Transfers	1,445	3,000	3,000	(1,843)	-
Net Fund Surplus or (Deficit)	-	2,198	-	(2,198)	-
Beginning Fund Balance		-	2,198	2,198	-
Ending Fund Balance	-	2,198	2,198	-	-

Special Funds Sources and Uses

Public Safety (09)

The Citizens Option for Public Safety (COPS) program provides funding to local agencies for the purpose of public safety. The funds are to supplement and not supplant existing funding for front line services. This fund also accounts for other Public Safety related grants.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
41220 STATE COPS GRANT - SLESA	100,000	100,000	100,000	100,000	100,000
41220.014G ABC PARTNER GRANT	6,054	9,903	-	5,776	-
41220.027G OTS FY 12-13 GRANT	-	23,692	-	-	-
41220.027G Avoid the 13 Grant	-	-	-	1,540	-
42295 OTHER REVENUES	12,496	-	-	6,450	-
Total Operating Revenues	118,550	133,595	100,000	113,765	100,000
Expenditures					
51003.024G AVOID THE 13 06-07	-	222	-	-	-
61033.027G POSTAGE/OTS GRANT	-	-	-	24	-
61040.027G OTS FY12-13 GRANT	-	3,216	-	-	-
61041.027G OTS FY12-13 GRANT	-	3,544	-	-	-
Total Expenditures	-	6,982	-	24	-
Net Surplus/Deficit	118,550	126,613	100,000	113,741	100,000
Capital Improvement Projects					
71081.027G OTS FY12-13 GRANT	-	16,855	-	-	-
Total Capital Projects	0	16,855	0	0	0
Transfers From or (To) Other Funds					
61085 OP TRANSFER OUT TO GENERAL FUND	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
61085 OP TRANSFER OUT TO GENERAL FUND	-	-	-	(54,644)	-
Net All Transfers	(100,000)	(100,000)	(100,000)	(154,644)	(100,000)
Net Fund Surplus or (Deficit)	18,550	9,758	-	(40,903)	-
Beginning Fund Balance	12,595	31,145	40,903	40,903	0
Ending Fund Balance	31,145	40,903	40,903	0	0

Special Funds Sources and Uses

Gas Taxes (21)

Funds are received from City of Cotati's share of the Highway User Tax collected by the State from gasoline sales. Proceeds are restricted to the operation and maintenance of city streets.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
41223 2103 GAS TAX	101,325	59,197	89,000	99,745	78,250
41225 2105 GAS TAX	34,284	32,602	30,000	49,530	39,650
41226 2106 GAS TAX	29,751	30,071	26,000	30,196	36,100
41227 2107 GAS TAX	49,210	53,423	45,000	52,700	48,850
41228 2107.5 GAS TAX	2,000	2,000	2,000	2,000	2,000
42192 INVESTMENT EARNINGS	1,362	-	-	-	-
Total Operating Revenues	217,932	177,293	192,000	234,171	204,850
Expenditures					
61025 OTHER CONTRACT SERVICES	-	-	-		
61076 CONTRIBUTIONS - SCTA	3,976	3,943	3,976	3,950	3,950
Total Expenditures	3,976	3,943	3,976	3,950	3,950
Net Surplus/Deficit	213,956	173,350	188,024	230,221	200,900
Transfers From or (To) Other Funds					
61085 OP TRANSFER OUT to Gen Fund for Street Mntc	(189,596)	(343,434)	(208,966)	(209,000)	(210,000)
Net All Transfers	(189,596)	(343,434)	(208,966)	(209,000)	(210,000)
Net Fund Surplus or (Deficit)	24,360	(170,084)	(20,942)	21,221	(9,100)
Beginning Fund Balance	155,411	179,771	9,687	9,687	30,908
Ending Fund Balance	179,771	9,687	(11,255)	30,908	21,808

Special Funds Sources and Uses

Transportation Development (22)

The Metropolitan Transportation Commission administers the City's Transportation Development Act funds. These are federal funds generated from Highway User Taxes that are passed through the State and used specifically for transit, streets and roads and bicycle/pedestrian pathway projects. In addition, Sonoma County Measure M Sales Tax and Proposition 1B funds are also accounted for in this fund and are dedicated to street and road maintenance projects. In the past, contributions from development for transportation improvements are also held in this fund.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
41097 SALES TAX-MEASURE M	52,771	48,147	42,000	49,536	51,000
42192 INVESTMENT EARNINGS	639	187	-	121	
Other Revenues - Contributions	30,375				
Total Operating Revenues	83,785	48,334	42,000	49,657	51,000
Expenditures					
	-				
Total Expenditures	-	-	-	-	-
Net Surplus/Deficit	83,785	48,334	42,000	49,657	51,000
Transfers From or (To) Other Funds					
61085 OPERATING TRANSFER out To General fund	-		(207,258)		(300,000)
61085 OPERATING TRANSFER out To Traffic Mitigation fund				(30,375)	
Net All Transfers	-	-	(207,258)	(30,375)	(300,000)
Net Fund Surplus or (Deficit)	83,785	48,334	(165,258)	19,282	(249,000)
Beginning Fund Balance	122,822	206,607	254,941	254,941	274,223
Ending Fund Balance	206,607	254,941	89,683	274,223	25,223
Ending Fund Balance Allocation					
Reserved for Left Turn - Hwy 116/Alder	30,375	30,375	30,375	-	-
Reserve for Measure M	153,184	201,517	36,259	251,174	2,174
Undesignated - Other	23,048	23,049	23,049	23,049	23,049
Total	206,607	254,941	89,683	274,223	25,223

Special Funds Sources and Uses

Parks and Recreation Development (23)

Funds are received from a bed tax levied on development. The proceeds are dedicated to the operation and maintenance of city parks.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
41571 PARK/REC TAX 3.32	400	350	-	800	
Other Revenues					
Total Operating Revenues	400	350	-	800	-
Expenditures					
Total Expenditures	-	-	-	-	-
Net Surplus/Deficit	400	350	-	800	-
Transfers From or (To) Other Funds					
61085 OP TRANSFER OUT to General Fund	-	-	(750)	(1,550)	
Net All Transfers	-	-	(750)	(1,550)	-
Net Fund Surplus or (Deficit)	400	350	(750)	(750)	-
Beginning Fund Balance	-	400	750	750	-
Ending Fund Balance	400	750	-	-	-

Special Funds Sources and Uses

Park In Lieu (24)

Funds are received from development and used for the acquisition, development and capital improvement of city parks.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
41572 PARK IN-LIEU	2,330	-	-	18,750	5,000
42192 INVESTMENT EARNINGS	3,291	-	-	1,250	
Other Revenues					
Total Operating Revenues	5,621	-	-	20,000	5,000
Expenditures					
51001.C00i REG SALS & WAGES	-	346	-		
51001.L01f REGULAR SALARIES & WAGES	3,589	-	-		
51001.L017 WAGES/SALARIES	1,454	1,125	-		
61025 OTHER CONTRACT SERVICES	1,372	-	-		
61040 SUPPLIES - FALLETTI RANCH	12	270	-	60	
61040.L017 VERONDA / FALLETTI PARK	-	-	-		
Total Expenditures	6,427	1,741	-	60	-
Net Surplus/Deficit	(806)	(1,741)	-	19,940	5,000
Capital Improvement Projects					
71082.L017 CIP - VERONDA-FALETTI PARK - Structure Design	2,626	-	150,000	391	75,000
71082.L017 CIP - VERONDA-FALETTI PARK - trails & access					75,000
Total Capital Projects	2,626	0	150,000	391	150,000
Transfers From or (To) Other Funds					
Net All Transfers	-	-	-	-	-
Net Fund Surplus or (Deficit)	(3,432)	(1,741)	(150,000)	19,549	(145,000)
Beginning Fund Balance	613,657	610,225	608,484	608,484	628,033
Ending Fund Balance	610,225	608,484	458,484	628,033	483,033

Special Funds Sources and Uses

Inclusionary Housing (26)

Funds are received from development and used for providing affordable housing

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
41569 IN-LIEU HOUSING	125,800	36,600	-		
42192 INVESTMENT EARNINGS	17,813	6,800	-	6,800	6,800
Other Revenues					
Total Operating Revenues	143,613	43,400	-	6,800	6,800
Expenditures					
61022 LEGAL FEES	17,265			2,000	5,000
OTHER CONTRACT SERVICES - Housing Fee Update					25,000
OTHER CONTRACT SERVICES - Housing Element Update					38,000
Total Expenditures	17,265	-	-	2,000	68,000
Net Surplus/Deficit	126,348	43,400	-	4,800	(61,200)
Capital Improvement Projects					
71082.P007 CIP-RYAN LN HOUSING LD TRUST				2,250	-
Total Capital Projects	0	0	0	2,250	0
Net Fund Surplus or (Deficit)	126,348	43,400	-	2,550	(61,200)
Beginning Fund Balance	3,259,416	3,385,764	3,429,164	3,429,164	3,431,714
Ending Fund Balance	3,385,764	3,429,164	3,429,164	3,431,714	3,370,514

Special Funds Sources and Uses

Traffic Mitigation (28)

Funds are received from development and used for street improvements at specific sites.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
41542 TRAFFIC MITIGAT	250	2,590	-	625	1,250
42192 INVESTMENT EARNINGS	724	-	-		
Other Revenues					
Total Operating Revenues	974	2,590	-	625	1,250
Expenditures					
CONTRACT SERVICES - FEE STUDY					30,000
Total Expenditures	-	-	-	-	30,000
Net Surplus/Deficit	974	2,590	-	625	(28,750)
Capital Improvement Projects					
Total Capital Projects	0	0	0	0	0
Transfers From or (To) Other Funds					
Transfer In from Transportation Dev				30,375	
Net All Transfers	-	-	-	30,375	-
Net Fund Surplus or (Deficit)	974	2,590	-	31,000	(28,750)
Beginning Fund Balance	134,293	135,267	137,857	137,857	168,857
Ending Fund Balance	135,267	137,857	137,857	168,857	140,107
Ending Fund Balance Allocation					
Reserved for Left Turn - Hwy 116/Alder	-	-	-	30,375	30,375
Undesignated - Other Traffic Mitigation	135,267	137,857	137,857	138,482	109,732
Total	135,267	137,857	137,857	168,857	140,107

Special Funds Sources and Uses

So. Sonoma Business Park Assmt District (31)

A Special Assessment District created in 2001 for the purpose of funding mitigation improvements for private development. Limited Obligation Improvement Bonds were issued and repayment by private property owners are from annual assessments and a lien on properties in the assessment district.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
42181 SPEC ASSESS-SER	467,783	305,640	450,000	271,190	457,973
42181 PROJECTED DELINQUENCIES					(224,405)
42192 INVEST EARNINGS	807	-	-		
Total Operating Revenues	468,590	305,640	450,000	271,190	233,568
Expenditures					
61022 LEGAL FEES				22,737	35,000
OTHER CONTRACT SERVICES - DISCLOSURE				12,000	2,500
61090 BANKING FEES	45				
61095 BOND PRINCIPAL	105,000	115,000	115,000	120,000	130,000
61096 INTEREST EXPENS	340,763	333,614	337,350	164,938	87,445
61097 TRUST & AGENCY FEE	848	4,285	3,500	2,575	2,600
Other				848	
Total Expenditures	446,656	452,899	455,850	323,098	257,545
Net Surplus/Deficit	21,934	(147,259)	(5,850)	(51,908)	(23,977)
Transfers From or (To) Other Funds					
Transfer Out to General Fund					(5,000)
Net All Transfers	-	-	-	-	(5,000)
Net Fund Surplus or (Deficit)	21,934	(147,259)	(5,850)	(51,908)	(28,977)
Beginning Fund Balance	350,508	372,442	225,184	225,184	173,276
Ending Fund Balance	372,442	225,184	219,334	173,276	144,299
Ending City Held Fund Balance Allocation					
Carry over Prior Year Assessments	326,053	183,080	183,080	173,276	144,299
Other	46,389	42,104	36,254	-	-
Total	372,442	225,184	219,334	173,276	144,299
Bond Trustee Held Ending Reserve Balance	452,352	452,083	452,100	291,078	66,673

Special Funds Sources and Uses

Asset Seizure and Forfeitures (50)

These funds are from Federal and State release of assets seized from drug or other criminal related activities. The seized assets are proportionally released to the agencies that participated in the initial seizure action. Funds are used to increase public safety efforts relating to narcotics enforcement to provide for a safer community and funding of needed police equipment.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
41211 FORFETED PROP - NARCOTICS	36,304	15,673			
41235 ASSET FORFEITURE AB114	920	101,665		3,900	
42192 INVESTMENT EARNINGS	1,238	645			
Total Operating Revenues	38,462	117,983	-	3,900	-
Expenditures					
61034 DUES & SUBSCRIPTIONS	-	20	-		1,200
61035 MEETINGS/TRAINING	-	-	-		
61037 VEHICLE EXPENSE	345	4,260	-		
61041 MATERIALS, TOOLS, SMALL EQ	8,248	21,241	-		
61042 EQUIPMENT RENTAL	-	340	-		
61043 REPAIRS AND REPLACEMENTS	-	638	-		
61049 TRAVEL EXPENSE	-	-	-		
61096 INTEREST EXPENSE	-	204	-		
69011 ENFORCEMENT EXPENSE	40	-	-		
71081 EQUIPMENT	7,724	27,123	-		80,800
Total Expenditures	16,357	53,826	-	-	82,000
Net Surplus/Deficit	22,105	64,157	-	3,900	(82,000)
Transfers From or (To) Other Funds					
61085 OPERATING TRANSFER OUT	(1,857)	-	-		
OPERATING TRANSFER OUT to Veh Replacement (62)					(15,000)
Net All Transfers	(1,857)	-	-	-	(15,000)
Net Fund Surplus or (Deficit)	20,248	64,157	-	3,900	(97,000)
Beginning Fund Balance	35,068	55,316	119,473	119,473	123,373
Ending Fund Balance	55,316	119,473	119,473	123,373	26,373

Special Funds Sources and Uses

PEG (60)

Funding for Public, Education and Government (PEG) public access from California Public Utilities Code section 5800 *et seq.* Funds from 1% franchise fee from Comcast to be used for support of PEG channel facilities.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
41185 PEG FRANCHISE FEES				16,500	16,500
42192 INVESTMENT EARNINGS					
Other Revenues					
Total Operating Revenues	-	-	-	16,500	16,500
Expenditures					
61025 OTH CNTRCT SERV				250	
61034 DUES & SUBSCRIPTIONS					16,000
61035 MEETINGS/TRAINING					
61041 MATERIALS, TOOLS, SMALL EQ					
61042 EQUIPMENT RENTAL					
61043 REPAIRS AND REPLACEMENTS					
71081 EQUIPMENT					82,000
Total Expenditures	-	-	-	250	98,000
Net Surplus/Deficit	-	-	-	16,250	(81,500)
Transfers From or (To) Other Funds					
Transfer In from General Fund				65,535	
Net All Transfers	-	-	-	65,535	-
Net Fund Surplus or (Deficit)	-	-	-	81,785	(81,500)
Beginning Fund Balance	-	-	-	-	81,785
Ending Fund Balance	-	-	-	81,785	285

Special Funds Sources and Uses

Vehicle Replacement (62)

This is a City established fund to provide an ongoing funding source for scheduled replacement of City vehicles. It is funded from transfers from the other funds. (Water and Sewer vehicles that are not funded by other funds are accounted for in the respective funds.)

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
Other Revenues					
Total Operating Revenues	-	-	-	-	-
Expenditures					
Public Works Trucks Replacement					60,000
Police Vehicles & Equipment					69,000
Total Expenditures	-	-	-	-	129,000
Net Surplus/Deficit	-	-	-	-	(129,000)
Capital Improvement Projects					
Total Capital Projects	0	0	0	0	0
Transfers From or (To) Other Funds					
42259 OPERATING TRANSFER IN FROM Gen Fund (01)	25,242	25,242	24,516	24,516	88,400
OPERATING TRANSFER IN from Water Fund (12)					15,000
OPERATING TRANSFER IN From Sewer Fund (18)					15,000
OPERATING TRANSFER IN From Asset Seizure (50)					15,000
Net All Transfers	25,242	25,242	24,516	24,516	133,400
Net Fund Surplus or (Deficit)	25,242	25,242	24,516	24,516	4,400
Beginning Fund Balance	-	25,242	50,484	50,484	75,000
Ending Fund Balance	25,242	50,484	75,000	75,000	79,400

Special Funds Sources and Uses

Maintenance Assessment Districts (201)

Lighting and landscaping assessment districts are individually accounted for in this special revenue fund for the purpose of maintaining separate budgets and accounting records of revenues, expenditures and fund balances.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
42181 SPEC ASSESS-SER	20,025	45,644	45,934	43,539	45,934
Total Operating Revenues	20,025	45,644	45,934	43,539	45,934
Expenditures					
51001 REG SALS & WGES	4,391	5,172	-	-	-
61025 OTH CNTRCT SERV	-	162	15,573	-	10,600
61031 VALPARAISO VISTA	-	-	-	132	-
61041 MATERIALS, TOOLS	1,664	-	-	1,416	-
61042 EQUIPMENT RENTAL	-	-	-	420	-
61043 REPAIRS AND REPLACEMENTS	-	-	22,000	-	-
61051 UTILITIES	9,568	8,084	8,153	6,558	6,650
61025.001B OTHER CONTRACT SERVICES	360	-	-	-	-
Total Expenditures	15,983	13,418	45,726	8,526	17,250
Net Surplus/Deficit	4,042	32,226	208	35,013	28,684
Transfers From or (To) Other Funds					
61085 OP TRANSFER OUT TO Gen Fund	(1,254)	(1,287)	(1,350)	(1,350)	(1,350)
Net All Transfers	(1,254)	(1,287)	(1,350)	(1,350)	(1,350)
Net Fund Surplus or (Deficit)	2,788	30,939	(1,142)	33,663	27,334
Beginning Fund Balance	47,976	50,764	81,703	81,703	115,366
Ending Fund Balance	50,764	81,703	80,561	115,366	142,700
Fund Balance Allocation					
2011 - Valparaiso Vista Subdivision	(985)	933	920	2,731	3,951
2012 - Quail Hollow IV Subdivision	(78)	869	857	1,788	998
2013 - Sommers Subdivision	1,817	3,432	3,384	4,980	6,345
2014 - Macklin Phase I Subdivision	(2,022)	(1,083)	(1,068)	(784)	(386)
2015 - Sierra Meadows Subdivision	4,070	(422)	(416)	251	1,053
2016 - Oak Knoll Subdivision	7,663	10,299	10,155	12,314	14,478
2017 - Garden Gate Subdivision	2,894	4,710	4,644	7,449	9,092
2018 - Park Meadows Subdivision	13,764	24,506	24,164	34,429	43,385
2019 - Cotati Station Subdivision	21,334	32,412	31,959	42,611	51,547
2020 - Altman Acres Subdivision	2,308	6,048	5,963	9,598	13,588
Ending Fund Balance by District	50,764	81,703	80,561	115,366	144,050

Special Funds Sources and Uses

K-9 Program (202)

Funds are from private donations and are utilized for the Police Department K9 program which provides for police officer safety, narcotics enforcement and community relations.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
42248 DONATIONS	6,526	5,103	6,000	5,400	5,000
Other Revenues					
Total Operating Revenues	6,526	5,103	6,000	5,400	5,000
Expenditures					
51001 REG SALS & WGES	151	-	3,628		
51006 MEDICARE/FICA	2	-	-		
51011 RETIREMENT	(2)	-	-		
61025 OTHER CONTRACT SERVICES	2,395	1,732	1,800	1,400	1,500
61033 POSTAGE	-	-	200	-	200
61037 VEHICLE EXPENSE	1,857	-	-		
61040 SUPPLIES	-	-	-	100	
61041 MATERIAL, TOOLS	207	207	500		500
61043 REPAIRS AND REPLACEMENTS	-	-	500		500
61049 TRAVEL EXPENSE	-	351	-		
Total Expenditures	4,610	2,290	6,628	1,500	2,700
Net Surplus/Deficit	1,916	2,813	(628)	3,900	2,300
Transfers From or (To) Other Funds					
42259 OPER TRANS IN	1,857	-	-	-	-
Net All Transfers	1,857	-	-	-	-
Net Fund Surplus or (Deficit)	3,773	2,813	(628)	3,900	2,300
Beginning Fund Balance	(3,750)	23	2,836	2,836	6,736
Ending Fund Balance	23	2,836	2,208	6,736	9,036

Special Funds Sources and Uses

General Capital Outlay (204)

To account for special revenue funding restricted to certain capital improvement projects. Was created in 2004 to fund road improvements funded from Redevelopment Bond Proceeds. More recently, the available balances were used to partially complete the funding of the Cotati Depot. In July, 2013, the Redwood Empire Disposal franchise agreement provided a franchise payment to fund the vehicle impacts to the road ways and offset city expenses for repairing and maintaining the public streets. The Franchise Agreement is the subject of a lawsuit and fees are being held until the suit is settled.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
41175 RED Franchise Fee- Vehicle Impact			114,150	148,500	151,800
Other Revenues					
Total Operating Revenues	-	-	114,150	148,500	151,800
Expenditures					
Total Expenditures	-	-	-	-	-
Net Surplus/Deficit	-	-	114,150	148,500	151,800
Capital Improvement Projects					
71082 CIP Undesignated		2,377	50,000		
71082 Street Maintenance					
Total Capital Projects	0	2,377	50,000	0	0
Transfers From or (To) Other Funds					
Transfer to Grants Fund 02				(82,854)	
Transfer Out	(1,254)				
Transfer Out for Street Maintenance					
Net All Transfers	(1,254)	-	-	(82,854)	-
Net Fund Surplus or (Deficit)	(1,254)	(2,377)	64,150	65,646	151,800
Beginning Fund Balance	390,527	389,273	386,896	386,896	452,542
Ending Fund Balance	389,273	386,896	451,046	452,542	604,342
Ending Fund Balance Allocation					
Designated for Gravenstein Hwy Improvements	196,788	196,788	196,788	196,788	196,788
Designated for E Cotati Storm Drain	107,254	107,254	107,254	107,254	107,254
Designated for Street Maintenance - RED	-	-	114,150	148,500	300,300
Undesignated	85,231	82,854	32,854	-	-
Total	389,273	386,896	451,046	452,542	604,342

Special Funds Sources and Uses
Cadet Program (205)

The program is designed to introduce youths (ages 14-20) to the Law Enforcement profession.

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
Other Revenues					
Total Operating Revenues	-	-	-	-	-
Expenditures					
51017 UNIFORM ALLOWANCE	-	-	300		300
61025 CONTRACT SERVICES	-	-	-		-
61035 MEETING/TRAININ	220	-	500		500
61040 SUPPLIES	1,050	40	200		200
Total Expenditures	1,270	40	1,000	-	1,000
Net Surplus/Deficit	(1,270)	(40)	(1,000)	-	(1,000)
Transfers From or (To) Other Funds					
42259 OPER TRANS IN From Gen Fund	302	1,000	1,000	1,000	1,000
Net All Transfers	302	1,000	1,000	1,000	1,000
Net Fund Surplus or (Deficit)	(968)	960	-	1,000	-
Beginning Fund Balance	968	-	960	960	1,960
Ending Fund Balance	-	960	960	1,960	1,960

Special Funds Sources and Uses
Citizen Volunteer Program (206)

This program is designed maintain a citizen volunteer program within the Police department

	Actual FY 11-12	Actual FY 12-13	Adopted Budget FY 13-14	Revised Final Budget FY 13-14	Proposed Budget FY 14-15
Revenues					
42248 DONATIONS	-	-	-		
Other Revenues					
Total Operating Revenues	-	-	-	-	-
Expenditures					
51017 UNIFORM ALLOWANCE	-	-	400	150	400
61040 SUPPLIES	118	113	100		100
Total Expenditures	118	113	500	150	500
Net Surplus/Deficit	(118)	(113)	(500)	(150)	(500)
Transfers From or (To) Other Funds					
42259 OPER TRANS IN From Gen Fund	118	500	500	500	500
Net All Transfers	118	500	500	500	500
Net Fund Surplus or (Deficit)	-	387	-	350	-
Beginning Fund Balance	-	-	387	387	737
Ending Fund Balance	-	387	387	737	737



Water & Sewer Funds

BUDGET

**Fiscal Year
2014-15**

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Sources and Uses Summary

Water Operations, Capital and Recycle Funds

Revenues					
Charges for Services	1,251,333	1,306,146	1,304,000	1,316,700	1,420,138
Connection Fees	6,556	170	250	26,200	26,000
Interest Earnings	11,853	-	3,500	2,000	2,000
Grants From Other Agencies	-	-	-	157,300	-
Debt & Lease Proceeds	-	-	-	-	1,733,000
Other Reimbursements	17,264	5,982	6,000	400	400
Other Revenues	6,132	105	171,113	100	-
Total Revenues	1,293,138	1,312,403	1,484,863	1,502,700	3,181,538
Expenses					
Water Operations	1,146,428	1,147,081	1,351,000	1,241,850	1,261,250
Water Capital	0	0	264,500	0	50,000
Water Recycle	0	0	50,000	0	50,000
Depreciation	196,636	112,120	200,000	200,000	200,000
Total Operating Expenses	1,343,064	1,259,201	1,865,500	1,441,850	1,561,250
Equipment	19,297	11,442	15,000	2,500	12,500
Capital Improvements	153,979	100,709	1,067,204	163,500	2,929,388
Debt Payments	1,465	3,609	171,113	3,700	2,700
Total Expenses	1,517,805	1,374,961	3,118,817	1,611,550	4,505,838
Net Surplus/Deficit	(224,667)	(62,558)	(1,633,954)	(108,850)	(1,324,300)
Net Other Adjustments/Transfers	244,610	171,710	179,500	177,500	177,500
Beginning Working Capital	1,733,291	1,753,234	1,862,386	1,862,386	1,931,036
Ending Working Capital	1,753,234	1,862,386	407,932	1,931,036	784,236
Working Capital Allocation					
Operating Reserve - 20% of Expenses	229,286	229,416	270,200	248,370	252,250
Operating & Capital Contingency	1,523,948	1,632,970	137,732	1,682,666	531,986
Working Capital Allocation	1,753,234	1,862,386	407,932	1,931,036	784,236

Water and Sewer Funds Revenue and Other Sources Estimates

		Actual	Actual	Adopted	Final	Proposed
		FY 11-12	FY 12-13	FY 13-14	FY 13-14	FY 14-15
Water Operations Fund 12						
42050	SALE OF WATER - USAGE	677,010	727,354	725,000	730,300	802,600
42055	SALE OF WATER - FIXED	510,081	513,230	525,000	512,300	543,038
42065	TEMPORARY METER RENTAL	60	90	0		
42066	WATER OP - LATE OFF/ ON	34,210	32,600	35,000	40,000	40,000
42080	TURN ON FEE NEW CUSTOMER	11,339	10,591	10,000	10,000	10,000
42104	RETURNED CHECK FEE	600	450	500	300	300
42181.001B	SPECIAL ASSESSMENT BACKFLO	608	9,951	500	1,200	1,200
42192	INVESTMENT EARNINGS	8,105	0	2,000	2,000	2,000
42237	OTH REIMBURSMTS	0	0	6,000	400	400
42237.001B	OTH REIMBURSMTS	17,264	5,982	0		
42295	OTHER REVENUES	5,992	0	0		
42237.003P	OTHER REIMBURSEMENTS	0	0	0	157,300	-
Total		1,265,269	1,300,248	1,304,000	1,453,800	1,399,538

Water Capital Fund 13						
42020	COLLECTION SYSTEM CHARGES	1,750	0	0	5,000	5,000
42060	WATER CONNECT FEE	6,556	170	250	26,200	26,000
42070	METER	1,100	860	500	1,600	2,000
42080	TURN ON FEE NEW	140	105	0	100	
42090	FIRE SPRNKLS APP	14,575	11,020	7,500	16,000	16,000
42192	INVESTMENT EARNINGS	749	0	7,500	2,000	2,000
42193	OTHER INTEREST	0	0	8,148	0	-
44105	PRIN DEBT REPYM	0	0	162,965	0	-
Total		24,870	12,155	186,863	50,900	51,000
		24,121				

Water Recycle Fund 14						
42192	INVESTMENT EARNINGS	2,999	0	1,500	-	-
Total		2,999	0	1,500	0	0

Water Funds Transfers In						
	Water Operations Fund 12	83,994	0	816,824	-	-

**Water and Sewer Funds
Revenue and Other Sources Estimates**

	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
Water Recycle Fund 14	100,000	50,000	0	-	-
Total	183,994	50,000	816,824	-	-

Water Funds Other Sources

Lease Proceeds					1,733,000
Grants					
Total	0	0	0	0	1,733,000

Total Water Funds	1,477,132	1,362,403	2,309,187	1,504,700	3,183,538
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Water System Capital Improvements

Description	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
Water Operations Fund					
71082 CIP - WATER OPERATING	-	-	-	60,000	-
71082.A005 PHONE/IT CONVERSION	-	1,117	-	-	-
71082.Z008 CIP - WATER MASTER PLAN UP	4,522	-	-	-	-
71082.Z014 CIP-WATER OP CYPRESS TANK	-	1,655	-	1,500	100,000
71082.Z028 CIP - DEMONSTATION GARDEN	-	-	125,000	-	-
71082.Z045 CIP - WELLS 1A AND 3 FILTE	131,296	-	-	-	-
71082.Z051 CIP - CYPRESS TURNOUT PRES	-	-	35,000	-	-
71082.Z052 CIP - SHOPPING CENTER METE	-	-	25,000	-	25,000
71082.Z053 CIP - WATER OP SCADA SYSTE	8,622	73,211	104,300	20,000	70,000
71082.Z054 CIP WATER OP W. SIERRA COA	-	-	200,000	-	500,000
71082.Z055 CIP - ADVANCED METERING	-	-	-	-	1,733,500
71082.Z031 WELL 2 & 3 Retrofit	-	-	-	75,000	80,000
71082.Z056 CIP-WATER OP W. COTATI MAI	-	-	325,524	2,000	395,888
Total	144,440	75,983	814,824	158,500	2,904,388
Water Capital Fund					
71082.T042 CIP - ORH, GEORGE TO HWY 1	9,477	4,801	35,000	1,000	-
71082.Z014 CYPRESS TANK DESIGN & CONS	62	19,925	-	4,000	-
71082.Z028 DEMONSTRATION GARDEN	-	-	92,380	-	-
71082.Z031 WELL 1A TANK REPLACEMENT	-	-	125,000	-	-
71082.XXXX CIP - GROUNDWATER BANKING PILOT	-	-	-	-	25,000
Total	9,539	24,726	252,380	5,000	25,000
Total Water Capital Projects	153,979	100,709	1,067,204	163,500	2,929,388

**Sources and Uses
Water Operations Fund 12**

	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
Operating Revenues					
Sale of Water - Usage	677,010	727,354	725,000	730,300	802,600
Sale of Water - Fixed	510,081	513,230	525,000	512,300	543,038
Customer Fees	46,209	43,731	45,500	50,300	50,300
Special Assesment Backflow	608	9,951	500	1,200	1,200
Other Reimbursements	17,264	5,982	6,000	400	400
Other	5,992	-	-	-	-
Total Operating Revenues	1,257,164	1,300,248	1,302,000	1,294,500	1,397,538
Operating Expenses					
Personnel Services	442,719	402,789	472,000	380,100	452,400
Services & Supplies	382,699	375,476	504,000	390,950	318,850
Purchased Water	321,010	368,816	375,000	470,800	490,000
Depreciation	196,636	112,120	200,000	200,000	200,000
Total Operating Expenses	1,343,064	1,259,201	1,551,000	1,441,850	1,461,250
Net Operating Surplus/Deficit	(85,900)	41,047	(249,000)	(147,350)	(63,712)
Other Non Operating Sources Or (Uses)					
Interest Earnings	8,105	-	2,000	2,000	2,000
Grants				157,300	
Lease Proceeds - Water Meter Replacement	-	-	-	-	1,733,000
Equipment Lease					
Lease Payments	(1,465)	(3,609)	(171,113)	(3,700)	(2,700)
Equipment	(19,297)	(11,442)	(15,000)	(2,500)	(12,500)
Capital Projects	(144,440)	(75,983)	(814,824)	(158,500)	(2,904,388)
Total Other Non Operating Activities	(157,097)	(91,034)	(998,937)	(5,400)	(1,184,588)
Transfers From or (To) Other Funds and Other Adjustments					
Transfers From Water Capital Fund	83,994	-	816,824	-	-
Transfers Out to General fund	(22,520)	(34,020)	(9,000)	(9,000)	(9,000)
Transfers Out to Sewer fund Capital		50,000			
Add Back Non-Cash Depreciation & Audit Adjustments	196,636	194,230	200,000	200,000	200,000
Net All Transfers	258,110	210,210	1,007,824	191,000	191,000
Net Fund Surplus or (Deficit)	15,113	160,223	(240,113)	38,250	(1,057,300)
Beginning Working Capital	815,754	830,867	991,090	991,090	1,029,340
Ending Working Capital	830,867	991,090	750,977	1,029,340	(27,960)

Department: **Public Works**
 Program: **Water Operations**
 Account Code: **12-0700**

		Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
PERSONNEL SERVICES						
	FULL-TIME SALARIES	224,184	216,027	255,600	180,000	290,100
	OVERTIME	9,120	7,991	7,000	7,500	7,500
	BENEFITS	209,415	178,771	209,400	192,600	154,800
	SUBTOTAL	442,719	402,789	472,000	380,100	452,400
SERVICES & SUPPLIES						
61018	SPECIAL ENG SVC	16,722	-	224,000	6,000	50,000
61018.Z053	SCADA SYSTEM DESIGN/DEVELO	44,435	49,707	1,500	90,000	-
61019	ENGINEERING FEE	-	39,398	-	-	-
61022	LEGAL FEES	95	829	1,000	-	-
61022.003P	WATER CONSERVATION PROGRA	159	-	-	-	-
61022.006S	LEGAL FEES	-	30	-	-	-
61024	AQUEDUCT WATER USAGE	321,010	368,816	375,000	470,800	490,000
61025	OTHER CONTRACT SERVICES	49,226	39,057	86,500	70,000	63,550
61025.001B	OTHER CONTRACT SERVICES	19,279	9,945	-	5,500	-
61025.003P	OTHER CONTRACT SERVICES	70,721	37,084	-	50,000	25,000
61025.006S	OTHER CONTRACT SERVICES	3,835	2,280	-	2,000	-
61025.009S	OTHER CONTRACT SERVICES	5,070	5,070	-	-	-
61025.016S	W/S RATE STUDY & FINANCE P	14,539	5,088	-	3,500	-
61025.0BP6	BMP H.E. WASHER REBATES	-	225	-	1,650	2,000
61026	AUDITING EXPENSES	2,325	1,500	3,000	2,100	2,500
61027	INSURANCE	26,211	26,328	35,000	23,100	25,000
61031	ADVERTISING & PUBLICATIONS	297	326	500	100	500
61031.001B	ADVERTISING & PUBLICATION	282	-	-	-	-
61031.006S	ADVERTISING - GENERAL PLAN	69	58	-	-	-
61033	POSTAGE	2,634	852	3,000	3,000	3,300
61033.003P	POSTAGE	1,119	-	-	-	-
61033.006S	POSTAGE	3	-	-	-	-
61034	DUES & SUBSCRIPTIONS	888	7,393	9,000	16,000	16,000
61035	MEETING/TRAINING	982	1,271	2,000	100	2,000
61035.003P	MEETINGS / TRAINING	-	390	-	-	-
61036	TELEPHONE EXPENSE	6,828	7,257	8,000	5,500	5,500
61037	VEHICLE EXPENSE	11,828	9,832	10,000	12,000	12,000
61038	INFO SYSTEMS	7,315	11,578	15,000	15,000	20,000
61038.003P	INFO SYSTEMS	280	924	-	-	-
61038.006S	INFO SYSTEMS - GP UPDATE	-	27	-	-	-
61039	BAD DEBT SVCS.	14	-	-	-	-
61040	SUPPLIES	1,057	835	1,000	5,000	5,000
61041	MATERIAL, TOOLS	25,207	42,271	25,000	20,000	25,000
61041.003P	MATERIAL, TOOLS	2,513	703	-	-	-
61042	EQUIPMENT RENT	468	691	500	1,000	1,000
61043	REPAIRS AND REPLACEMENTS	855	2,276	1,500	3,500	2,000
61044	VEHICLE FUEL EXPENSE	-	-	500	5,300	5,500
61047	MEALS/FOOD EXPENSE	302	169	-	-	-
61047.003P	MEALS / FOOD EXPENSE	-	69	-	-	-
61048	PRINTING/COPIES	4,611	2,846	5,000	3,000	3,000
61048.003P	PRINTING/COPIES	4,660	64	-	-	-
61049	TRAVEL EXPENSE	543	677	1,000	-	-
61049.003P	TRAVEL EXPENSE	-	367	-	-	-
61051	UTILITIES	52,785	60,250	55,000	42,600	45,000
61090	BANKING FEES	-	324	-	-	-

		Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
62005	REBATES - CONSERVATION	-	-	10,000		
62005.003P	REBATES - WATER CONSERVATI	4,542	7,485	6,000	5,000	5,000
SUBTOTAL		703,709	744,292	879,000	861,750	808,850
OTHER						
	DEPRECIATION	196,636	112,120	200,000	200,000	200,000
61093	LEASE PRINCIPAL	1,465	3,472	162,965	3,600	2,200
61094	LEASE INTEREST	-	137	8,148	100	500
61085	OP TRANSFER OUT	22,520	34,020	9,000	9,000	9,000
61085	OP TRANSFER OUT Sewer Vactor					25,000
71081	EQUIPMENT	19,297	11,442	15,000	2,500	12,500
71082	WATER OPERATIONS CAPITAL IN	144,440	75,983	814,824	158,500	2,904,388
SUBTOTAL		384,358	237,174	1,209,937	373,700	3,153,588
TOTAL BUDGET		1,530,786	1,384,255	2,560,937	1,615,550	4,414,838

**Sources and Uses
Water Capital Fund 13**

	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
Revenues					
COLLECTION SYSTEM CHARGES	1,750	-	-	5,000	5,000
WATER CONNECT FEE	6,556	170	250	26,200	26,000
METER	1,100	860	500	1,600	2,000
FIRE SPRNKLS APP	14,575	11,020	7,500	16,000	16,000
OTHER REVENUES	140	105	171,113	100	-
Total Revenues	24,121	12,155	179,363	48,900	49,000
Expenses					
ENGINNERING FEE	-	-	176,500	-	25,000
OTH CONTRACT SERV	-	-	88,000	-	25,000
Total Expenses	-	-	264,500	-	50,000
Net Surplus/Deficit	24,121	12,155	(85,137)	48,900	(1,000)
Other Sources Or (Uses)					
Interest Earnings	749				
Equipment					
Capital Improvements	(9,539)	(24,726)	(252,380)	(5,000)	(25,000)
Total Other Activities	(8,790)	(24,726)	(252,380)	(5,000)	(25,000)
Transfers From or (To) Other Funds					
To General Fund	(13,500)	(38,500)	(13,500)	(13,500)	(13,500)
To Water Operating Fund			(814,824)		
Net All Transfers	(13,500)	(38,500)	(828,324)	(13,500)	(13,500)
Net Fund Surplus or (Deficit)	1,831	(51,071)	(1,165,841)	30,400	(39,500)
Beginning Working Capital	271,641	273,472	222,401	222,401	252,801
Ending Working Capital	273,472	222,401	(943,440)	252,801	213,301

Department: **Public Works**
 Program: **Water Capital**
 Account Code: **13-0700**

		Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
PERSONNEL SERVICES						
4301	FULL-TIME SALARIES	11,454	-	15,000	-	-
SUBTOTAL		11,454	0	15,000	0	0
SERVICES & SUPPLIES						
61019	ENGINNERING FEE - Grnd wtr bank	-	-	176,500	-	25,000
61025	OTH CONTRACT SERV	-	-	88,000	-	25,000
61025	OTH CONTRACT SERV - SR Grndwtr					2,250
61025	OTH CONTRACT SERV - 2015 Urban Wtr Mgmt					11,700
SUBTOTAL		0	0	264,500	0	63,950
OTHER						
61085	OP TRANSFER OUT	13,500	38,500	828,324	13,500	13,500
71082	WATER CAPITAL IMPROVEMENTS	9,539	24,726	252,380	5,000	25,000
SUBTOTAL		23,039	63,226	1,080,704	18,500	38,500
TOTAL BUDGET		34,493	63,226	1,360,204	18,500	102,450

Sources and Uses
Water Recycle Fund 14

	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
Operating Revenues					
OTHER REVENUES					
Total Revenues	-	-	-	-	-
Operating Expenses					
SPECIAL ENGINEERING SERVICES	-	-	50,000	-	50,000
Total Expenses	-	-	50,000	-	50,000
Net Operating Surplus/Deficit	-	-	(50,000)	-	(50,000)
Other Non Operating Sources Or (Uses)					
Interest Earnings	2,999	-	1,500	-	-
Other Grants or Funding Sources					
Equipment					
Capital Improvements					
Total Capital Improvements	2,999	-	1,500	-	-
Total Other Non Operating Activities	2,999	-	1,500	-	-
Transfers From or (To) Other Funds					
To Water Operations	-				
From Wastewater Capital					
From Water Operations					
Net All Transfers	-	-	-	-	-
Net Fund Surplus or (Deficit)	2,999	-	(48,500)	-	(50,000)
Beginning Working Capital	645,896	648,895	648,895	648,895	648,895
Ending Working Capital	648,895	648,895	600,395	648,895	598,895

Department: **Public Works**
 Program: **Water Recycle**
 Account Code: **14-0700**

	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
<i>SERVICES & SUPPLIES</i>					
61018 SPECIAL ENGINEERING SERVIC			50,000	-	50,000
SUBTOTAL	0	0	50,000	0	50,000
TOTAL BUDGET	-	-	50,000	-	50,000

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Sources and Uses Summary Sewer Operations and Capital Funds

Revenues					
Charges for Services	1,975,620	2,044,185	1,815,000	2,087,300	2,054,000
Connection Fees	35,127	29,058	-	44,900	30,000
Interest Earnings	41,615	26,043	25,375	25,000	24,000
Sewer Application Fee	216	108	-	100	-
Special Assessments	1,209	1,399	1,000	1,800	1,800
Debt & Lease Proceeds	-	-	-	-	-
Other Reimbursements	294,756	411,786	205,892	87,500	90,000
Other Revenues	(12,174)	-	-	-	-
Total Revenues	2,336,369	2,512,579	2,047,267	2,246,600	2,199,800
Expenses					
Operations					
Sewer Operations	450,813	473,429	474,500	461,800	458,100
Wastewater Treatment	1,596,700	1,553,955	1,081,990	1,082,000	1,129,050
Sewer Capital	0	9,903	457,988	423,000	396,250
Depreciation	132,519	151,240	145,000	145,000	145,000
Total Operating Expenses	2,180,032	2,188,527	2,159,478	2,111,800	2,128,400
Equipment	2,443	13,622	-	1,850	405,000
Capital Improvements	113,768	127,715	415,525	18,700	375,000
Debt Payments	1,465	2,448	2,600	2,550	1,960
Total Expenses	2,297,708	2,332,312	2,577,603	2,134,900	2,910,360
Net Surplus/Deficit	38,661	180,267	(530,336)	111,700	(710,560)
Net Other Adjustments/Transfers	12,505	115,220	107,000	107,000	(196,750)
Beginning Working Capital	8,054,535	8,105,701	8,401,188	8,401,188	8,619,888
Ending Working Capital	8,105,701	8,401,188	7,977,852	8,619,888	7,712,578
Working Capital Allocation					
Operating Reserve - 20% of Expenses	409,503	405,477	311,298	308,760	317,430
Operating & Capital Contingency	7,696,198	7,995,711	7,666,554	8,311,128	7,395,148
Working Capital Allocation	8,105,701	8,401,188	7,977,852	8,619,888	7,712,578

Water and Sewer Funds Revenue and Other Sources Estimates

Actual	Actual	Adopted	Final	Proposed
FY 11-12	FY 12-13	FY 13-14	FY 13-14	FY 14-15

Sewer Operations Fund 18

42000	SEWER TREATMENT - USAGE	1,024,742	1,086,853	965,000	1,132,900	1,100,000
42005	SEWER TREATMENT - FIXED	950,878	957,332	850,000	954,400	954,000
42181	SPECIAL ASSESSMENT - SEWER	1,209	1,399	1,000	1,800	1,800
42192	INVESTMENT EARNINGS	5,972	5,000	4,125	4,000	4,000
42237	OTHER REIMBURSEMENTS	294,756	411,786	136,289	87,500	90,000
	OTHER					
Total		2,277,557	2,462,370	1,956,414	2,180,600	2,149,800

Sewer Capital Fund 19

42010	SEWER CONNECTION FEES	35,127	29,058	-	44,900	30,000
42030	SEWER APPLICATION FEE	216	108	-	100	-
42192	INVESTMENT EARNINGS	35,643	21,043	21,250	21,000	20,000
42237	OTHER REIMBURSEMENTS	-	-	69,603	-	-
72001	ASSET-EXP OFFST	(12,174)	-	-	-	-
Total		58,812	50,209	90,853	66,000	50,000

Sewer Funds Transfers In

Total		-	-	-	-	-

Sewer Funds Other Sources

	Lease Proceeds					
	Grants					
Total		0	0	0	0	0

Total Sewer Funds		2,336,369	2,512,579	2,047,267	2,246,600	2,199,800
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Sewer System Capital Improvements

Description	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
Sewer Operations Fund					
71081.X027 CIP - FLOW MONITORING STAT	-	392	-	-	-
71082.C028 COMM DEV HVAC UNIT REPLACE	-	-	-	-	-
71082.X013 CIP - SEWER MASTER PLAN	5,701	-	-	-	-
71082.X032 CIP - RAIL & CHAIN REPLACE	-	-	-	-	-
71082.X033 CIP - QH LIFT CHAIN REPLAC	-	-	10,000	-	-
71082.X038 CIP-SEWER OP SCADA UPGRADE	-	-	50,660	-	-
71082.A005 PHONE/IT CONVERSION	-	1,117	-	-	-
71082.X040 2014 Sewer CCTV INSPECTION P	-	-	-	100	125,000
71082.X027 CIP - FLOW MONITORING STAT	4,880	48,313	-	-	25,000
71082.X036 CIP LAGUNA SEWER BYPASS	24,321	-	-	-	86,000
71082.Z053 CIP - SEWER OP SCADA SYSTE	-	43,892	234,238	10,950	70,000
71082.Z056 CIP-SEWER OP W. COTATI MAI	-	-	-	1,250	-
Total	34,902	93,714	294,898	12,300	306,000

Sewer Capital Fund					
71082.T012 LANCASTER DR. IMPROVEMENTS	-	-	69,967	-	-
71082.X038 CIP SCADA SYSTEM UPGRADE	-	-	50,660	-	-
71081.X027 CIP - FLOW MONITORING STAT	-	392	-	-	25,000
71082.T042 CIP - ORH, GEORGE TO HWY 1	66,337	33,609	-	6,400	-
71082.X036 CIP LAGUNA SEWER BYPASS	12,529	-	-	-	44,000
Total	78,866	34,001	120,627	6,400	69,000

Total Sewer Capital Projects	113,768	127,715	415,525	18,700	375,000
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**Sources and Uses
Sewer Operations Fund 18**

	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
Operating Revenues					
Sewer Treatment - Usage	1,024,742	1,086,853	965,000	1,132,900	1,100,000
Sewer Treatment - Fixed	950,878	957,332	850,000	954,400	954,000
Special Assesment - Sewer	1,209	1,399	1,000	1,800	1,800
Other Reimbursements	294,756	411,786	136,289	87,500	90,000
Other	-	-	-	-	-
Total Operating Revenues	2,271,585	2,457,370	1,952,289	2,176,600	2,145,800
Operating Expenses					
Personnel Services	308,368	288,298	325,000	275,750	325,800
Services & Supplies	142,445	185,131	149,500	186,050	132,300
Wastewater Treatment	1,596,700	1,553,955	1,081,990	1,082,000	1,129,050
Depreciation	132,519	151,240	145,000	145,000	145,000
Total Operating Expenses	2,180,032	2,178,624	1,701,490	1,688,800	1,732,150
Net Operating Surplus/Deficit	91,553	278,746	250,799	487,800	413,650
Other Non Operating Sources Or (Uses)					
Interest Earnings	5,972	5,000	4,125	4,000	4,000
Sale of Property (Gain)					
Grant Proceeds					
Lease Payments					
Equipment Lease Payments	(1,465)	(2,448)	(2,600)	(2,550)	(1,960)
Equipment	(2,443)	(12,272)	-	(1,850)	(405,000)
Capital Projects	(34,902)	(93,714)	(294,898)	(12,300)	(306,000)
Total Other Non Operating Activities	(32,838)	(103,434)	(293,373)	(12,700)	(708,960)
Transfers From or (To) Other Funds and Other Adjustments					
Transfer Out	(101,073)	(9,020)	(9,000)	(9,000)	(9,000)
Add Back Non Cash Depreciation	132,519	151,240	145,000	145,000	145,000
Net All Transfers & Adjustments	31,446	142,220	136,000	136,000	136,000
Net Fund Surplus or (Deficit)	90,161	317,532	93,426	611,100	(159,310)
Beginning Working Capital	1,407,044	1,497,205	1,814,737	1,814,737	2,425,837
Ending Working Capital	1,497,205	1,814,737	1,908,163	2,425,837	2,266,527

Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
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Department: **Public Works**
 Program: **Sewer Operations**
 Account Code: **18-0800**

PERSONNEL SERVICES					
FULL-TIME SALARIES	159,981	158,813	183,300	144,100	217,400
OVERTIME	2,652	3,778	-	6,650	-
BENEFITS	145,735	125,707	141,700	125,000	108,400
SUBTOTAL	308,368	288,298	325,000	275,750	325,800

SERVICES & SUPPLIES						
61018	SPECIAL ENG SVC	7,918	-	-	8,350	
61018.Z053	SCADA SYSTEM DESIGN/DEVELO	-	49,707	-	52,600	
61019	ENGINEERING FEE	-	32,542	50,000	(2,850)	
61022	LEGAL FEES	223	384	500	2,750	
61022.006S	LEGAL FEES	-	30	-	-	
61025	OTHER CONTRACT SERVICES	21,243	14,072	15,000	35,150	25,000
61025.006S	OTHER CONTRACT SERVICES	3,843	2,280	-	-	
61025.016S	W/S RATE STUDY & FINANCE P	14,539	5,113	-	3,500	
61026	AUDITING EXPENSES	2,325	1,500	3,000	2,100	3,000
61027	INSURANCE	24,832	24,942	35,000	21,900	30,000
61029	WASTEWATER TREATMENT	1,596,700	1,553,955	1,081,990	1,082,000	1,129,050
61031	ADVERTISING & PUBLICATIONS	601	254	500	100	500
61031.006S	ADVERTISING - GENERAL PLAN	69	58	-	-	100
61033	POSTAGE	1,086	281	1,000	200	900
61033.006S	POSTAGE	3	-	-	-	-
61034	DUES & SUBSCRIPTIONS	2,541	6,804	7,500	8,050	9,000
61035	MEETING/TRAINING	482	1,117	1,500	100	2,000
61036	TELEPHONE EXPENSE	4,601	4,631	4,000	3,500	5,000
61037	VEHICLE EXPENSE	10,092	7,881	8,000	7,500	9,000
61038	INFO SYSTEMS	5,189	7,663	7,500	6,000	8,000
61038.006S	INFO SYSTEMS - GP UPDATE	-	2	-	-	-
61039	BAD DEBT SVCS.	39	-	-	-	-
61040	SUPPLIES	874	609	1,000	1,700	900
61041	MATERIAL, TOOLS	10,034	5,345	5,000	3,100	7,000
61043	REPAIRS AND REPLACEMENTS	3,760	27	-	-	2,000
61044	VEHICLE FUEL EXPENSE	-	-	-	3,300	4,000
61047	MEALS/FOOD EXPENSE	251	103	500	-	300
61047.006S	MEALS/FOOD EXP	-	-	-	-	-
61048	PRINTING/COPIES	2,606	1,235	1,500	2,400	2,000
61049	TRAVEL EXPENSE	459	393	500	-	600
61051	UTILITIES	5,053	5,479	5,000	5,400	5,000
61090	BANKING FEES	-	-	-	-	-
62001.003P	WATER CONSERVATION PROGRA	19,782	12,679	2,500	21,200	18,000
SUBTOTAL	1,739,145	1,739,086	1,231,490	1,268,050	1,261,350	

OTHER						
61092	DEPRECIATION	132,519	151,240	145,000	145,000	145,000
61085	OP TRANSFER OUT TO GENERAL	101,073	9,020	9,000	9,000	9,000
61093	LEASE PRINCIPAL	1,465	2,379	2,500	2,450	1,600
61094	LEASE INTEREST	-	69	100	100	360
71081	EQUIPMENT	2,443	12,272	-	1,850	5,000
71081	VEHICLE - VACTOR	-	-	-	-	400,000
71082	SEWER OPERATIONS CAPITAL IM	34,902	93,714	294,898	12,300	306,000

	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
SUBTOTAL	272,402	268,694	451,498	170,700	866,960
TOTAL BUDGET	2,319,915	2,296,078	2,007,988	1,714,500	2,454,110

**Sources and Uses
Sewer Capital Fund 19**

	Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
Operating Revenues					
Sewer Connection Fees	35,127	29,058	-	44,900	30,000
Sewer Application Fee	216	108	-	100	-
Other Reimbursements	-	-	69,603	-	-
Other Revenues	(12,174)	-	-	-	-
Total Operating Revenues	23,169	29,166	69,603	45,000	30,000
Expenses					
ENGINEERING FEES	-	9,903	35,000	-	-
WASTEWATER TREATMENT	-	-	422,988	423,000	396,250
Total Expenses	-	9,903	457,988	423,000	396,250
Net Operating Surplus/Deficit	23,169	19,263	(388,385)	(378,000)	(366,250)
Other Non Operating Sources Or (Uses)					
Interest Earnings	35,643	21,043	21,250	21,000	20,000
Equipment	-	(1,350)	-	-	-
Capital Improvements	(78,866)	(34,001)	(120,627)	(6,400)	(69,000)
Total Other Non Operating Activities	(43,223)	(14,308)	(99,377)	14,600	(49,000)
Transfers From or (To) Other Funds					
Transfer Out	(18,941)	(27,000)	(29,000)	(29,000)	(29,000)
Transfer out to General fund as a loan for Energy Efficiency Project					(303,750)
Net All Transfers	(18,941)	(27,000)	(29,000)	(29,000)	(332,750)
Net Fund Surplus or (Deficit)	(38,995)	(22,045)	(516,762)	(392,400)	(748,000)
Beginning Working Capital	6,647,491	6,608,496	6,586,451	6,586,451	6,194,051
Ending Working Capital	6,608,496	6,586,451	6,069,689	6,194,051	5,446,051

Department: **Public Works**
 Program: **Sewer Capital**
 Account Code: **19-0800**

		Actual FY 11-12	Actual FY 12-13	Adopted FY 13-14	Final FY 13-14	Proposed FY 14-15
SERVICES & SUPPLIES						
61019	ENGINEERING FEES	-	9,903	35,000	-	-
61029	WASTEWATER TREATMENT	-	-	422,988	423,000	396,250
SUBTOTAL		0	9,903	457,988	423,000	396,250
OTHER						
61085	OP TRANSFER OUT	18,941	27,000	29,000	29,000	332,750
71081	EQUIPMENT	-	1,350	-	-	-
71082	SEWER CAPITAL IMPROVEMENTS	78,866	34,001	120,627	6,400	69,000
SUBTOTAL		97,807	62,351	149,627	35,400	401,750
TOTAL BUDGET		97,807	72,254	607,615	458,400	798,000