

City of Healdsburg

California



Biennial Budget

Fiscal Years

2022-23 & 2023-24



Healdsburg.gov

Table of Contents

	Page Number
Table of Contents	1
Introduction	
Biennial Budget 2022-24 City Manager Budget Message.....	5
City of Healdsburg 2020-2025 Strategic Plan: Quality of Life	6
City Organizational Chart	9
About the City of Healdsburg.....	10
City of Healdsburg Maps	11
Budget Process.....	13
Budget Calendar for 2022-23 and 2023-24	15
Basis of Budgeting.....	17
Healdsburg at a Glance	18
General Fund	
General Fund Summary	23
Department Detail:	
City Administration Narrative	24
City Council	26
Legal.....	27
City Manager’s Office.....	28
Finance.....	29
Planning and Building.....	31
Police	35
Fire	38
Non-Departmental.....	42
Public Works	
Public Works Narrative	44
Streets Fund.....	47
Streets Capital Projects Fund	48
Drainage Fund.....	49
Airport Fund.....	50
Airport Capital Replacement Fund	51
Utilities	
Utilities Narrative.....	53
Water Fund	56
Water Debt Reserve Fund.....	57
Water Capital Replacement Fund	58
Wastewater Fund.....	59
Wastewater and Drainage Capital Replacement Fund.....	60
Electric Fund	61
Electric Capital Replacement Fund.....	62
Electric Public Benefit Fund	63

Table of Contents

Page
Number

Community Services

Community Services Narrative.....	65
Parks, Fields, Facilities, and Open Space and Regional Park Facilities Listing	68
Community Services Fund.....	69
Community Services Capital Projects Fund	70

Special Revenue Funds

Special Revenue Funds Narrative.....	72
General Capital Replacement Fund.....	74
Tree Mitigation Fund	75
Transaction and Use Tax Fund (Measure V).....	76
Transient Occupancy Tax – Affordable Housing (Measure S).....	77
L&M Village Fund.....	78
Long Range Planning Fund	79
Economic Development Fund	80
Gas Tax Fund.....	81
Road Repair and Accountability Fund	82
Traffic Congestion Relief Fund	83
North Area Maintenance Fund	84
Benjamin Maintenance District Fund.....	85
Public Safety Fund.....	86
Other Special Revenue Fund	87
Strong Motion Education and Data Fund.....	88
Lighting and Landscape Assessment Districts	89
Media Center Fund	90
Sonoma County Parks Improvement Fund (Measure M).....	91
Park Dedication Fund.....	92
Housing Agency Fund.....	93
General Debt Service Fund.....	94

Successor Agency Funds

Successor Agency Funds Narrative.....	96
Post RDA Successor Agency Fund	97
Post RDA Debt Retirement Fund.....	98

Internal Service Funds

Internal Service Funds Narrative	99
Insurance and Benefits Fund Narrative	100
Insurance and Benefits Fund.....	101
Vehicle Services Fund Narrative.....	102
Vehicle Services Fund.....	103
Vehicle Replacement Fund Narrative.....	104
Vehicle Replacement Fund.....	105

Table of Contents

	Page Number
Information Services Fund Narrative	106
Information Services Fund	109
Building Maintenance Fund Narrative	110
Building Maintenance Fund	111
Trust Funds	
Trust Funds Narrative.....	113
Community Benefit Grant Trust Fund	114
Plaza Flowers Veterans Trust Fund	115
Senior Center Endowment Expendable Trust Fund.....	116
Cultural Non-Expendable Trust Fund	117
Development Impact Fees Funds	
Development Impact Fees Funds Narrative	119
Fire Facilities Development Impact Fees Fund	120
Parking Development Impact Fees Fund.....	121
Streets Development Impact Fees Fund	122
Water Development Impact Fees Fund.....	123
Wastewater Development Impact Fees Fund	124
Drainage Development Impact Fees Fund	125
Electric Development Impact Fees Fund.....	126
Park Development Impact Fees Fund	127
Capital Improvement Program	
Capital Improvement Program Narrative	129
2020-25 Five-year Capital Improvements Program Summary.....	130
Airport Projects.....	133
Other City Projects	139
Street Projects.....	144
Community Services Projects.....	161
Water Projects	167
Wastewater Projects.....	177
Electric Projects.....	189
Budget Reference Information	
Glossary of Financial and Budget Terms	205
Resolution No. 73-2022 Adopting the FY 2022-23 Budget.....	214
Resolution No. 74-2022 Adopting the FY 2023-24 Budget.....	218
Resolution No. 75-2022 Adopting the 2022-27 Five-Year Capital Improvement Program..	222
Resolution No. 76-2022 Reestablishing the List of Authorized Positions	224



INTRODUCTION

Honorable Mayor, Councilmembers, and members of the Healdsburg community,

I am pleased to present the City of Healdsburg budgets for the fiscal years 2022-23 and 2023-24, along with our five-year Capital Improvement Program. Although we can never fund all of our needs, I am happy to share that this budget represents an impressive step forward in advancing the goals of the City Council.

This budget also represents a return to some semblance of normalcy after the severe disruption and uncertainty of the COVID-19 pandemic. When the City Council passed the last budget two years ago, the fiscal impacts of the shelter-in-place order and subsequent shut downs were just beginning to become apparent. The City was staring down massive revenue losses, particularly from the loss of tourist and visitor spending. Even worse, the uncertainty of the months to come made the budgeting process extremely challenging. Coupled with ongoing impacts and threats from wildfires and the drought, the environment for sound budgeting was difficult to say the least.

To be sure, we are not fully past those challenges. The pandemic stubbornly continues to impact almost every facet of day-to-day life, the drought is still very much with us, and the risks from fires are nearly incessant. But we now have greater insight into how these forces will impact our finances. We also have a better understanding of the resilience of our local economy. Despite lingering uncertainty, our revenues have recovered and, in many cases, surpassed pre-pandemic levels. I am pleased and grateful to report that Healdsburg is now in a position to restore funding and invest in our future. We will continue to maintain and enhance our high levels of service. We will redouble our efforts to maintain our infrastructure. We will seek out opportunities to strengthen our ability to respond and adapt to ongoing challenges.

Revenue Growth and Enhancement

As noted, our revenues have been strong in the past year and point to continued growth in the years to come. Sales tax, which comprises about a third of the General Fund revenue, is projected to be \$6.1 million in the current year, a 12% increase over the previous year. To be conservative, we are projecting 2% annual increases in the upcoming two-year budget.

Transient Occupancy Tax (TOT) revenue is estimated to be \$10.4 million across all funds in 2021-22, a dramatic 119% increase over the prior year. This staggering increase is the best indicator of Healdsburg's return to a strong fiscal climate after the worst days of the pandemic, but it also illustrates our dependence on a revenue source that can be volatile. The increase has been driven by the return of visitors, increases in room rates and the opening of the new Montage resort. We are forecasting 5% annual increase in the coming years, and we will continue to monitor this revenue on a month-by-month basis. TOT makes up 8% of General Fund revenue and 91% of Community Services Fund revenue.

Property tax, which comprises 23% of our General Fund, is considerably more stable. We are projecting 2.5% annual increases over the upcoming two-year budget period, consistent with the rate of increase in recent years.

We have also been fortunate to receive substantial one-time revenues that bolster our ability to make investments in infrastructure and services. We will soon receive the second installment of \$1.4 million in funding from the American Rescue Plan Act and plan to use those funds for several targeted investments, most notably the rehabilitation of our streets and roadways. We also continue to spend

down a Coastal Conservancy grant of roughly \$900,000 that is allocated to fuels management to reduce fire risks. We also received significant grants from the State Department of Water Resources (\$7 million for a recycled water pipeline project) and the State Department of Housing and Community Development (\$7 million for acquisition of the L&M Motel to create transitional housing for individuals experiencing homelessness). Our staff has been aggressive in seeking outside funding to meet the City's needs and these grant awards are huge wins that will yield very positive results for our community.

Targeted Investment in Community Needs and Priorities

As revenues have bounced back from the beginning of the pandemic and begun to exceed previous highs, we are now in a position to make investments and enhancements, both in programming and infrastructure.

A few highlights from the operational and programmatic changes include:

- New funding to support Climate resiliency work;
- Additional funding for Emergency Planning and infrastructure ;
- Additional funds for completing our Housing Element Update and implementation of housing policy priorities;
- Business license automation for the 2023 renewal year;
- A new electronic record management system;
- Translation of public meetings and agendas for Council;
- Enhanced financial assistance for low-income participants in youth programs;
- Ongoing funding for the restarted Senior Bistro Program;
- An additional Parks Maintenance worker to ensure our parks are well cared for; and
- A new capital project manager position to ensure budgeted park projects get completed as quickly as possible.

Perhaps most significantly, the new budget represents a historic investment in maintaining, updating, and expanding our infrastructure. These investments will help to safeguard the long-term viability of basic services like roads, water, and electricity and provide expanded facilities for public safety and community recreation. The two-year budget includes a capital investment of \$34.4 million, which includes leveraging over \$16 million in grants and \$5.4 million in developer contributions. Over the extended five-year CIP planning period, we anticipate investing about \$150 million in capital projects, a 159% increase over the prior budget's CIP.

Highlights from the planned capital projects include:

- Completion of a fire substation;
- Completion of the Community Pavilion at 3 North Street;
- Fitch Mountain access improvements;
- Establishment of a long-range planning fund;
- Community Center improvements to facilitate creation of a new Pre-School Program;
- Streets investments (repaving, concrete work, sidewalks);
- Design and initiation of construction of a recycled water pipeline to public recreation facilities;
- Ward Street neighborhood improvements; and

- Planning for ambitious streetscape projects on Healdsburg Avenue and Grove Street to enhance safety and multi-modal access

Finally, the new budget incorporates a plan to issue bonds to support roughly \$30 million in investment in a new park at Saggio Hills at the north end of town and a nearly complete rehabilitation of Badger Park with greatly enhanced public access to the Russian River. This approach will allow us to move forward on these ambitious plans and mitigate the risks of increasing construction costs over time.

A Note of Caution

It is clear that Healdsburg's economy is strong and resilient, granting us the opportunity to restore services and invest in our future. With that said, we also acknowledge some challenges that will require attention in the coming years. Our water and wastewater funds are challenged by reduced revenues from drought impacts and an aging system that requires increased investment and upkeep. We are also cognizant of macroeconomic forces that may impact our local economy. Specifically, high inflation and fears of a possible recession could impact our budget in the coming months or years. Our team is always analyzing these and other threats and will be ready to work with the City Council on budget adjustments should they become necessary.

Acknowledgements

These budgets reflect hundreds of hours of effort on the part of the City Council, our staff, and countless members of the community who took the time to engage in the process and share their priorities. I am grateful to our staff, notably the Finance team and the representatives of every operating department, whose careful attention to every detail of this budget is critical to maintaining the financial stability of the organization. The City Council eagerly engaged in this process offering guidance and suggestions in multiple public meetings and through an ongoing dialog with our team over several months.

Most significantly, the community participated in this budget in a manner that was unprecedented in Healdsburg. In addition to traditional forms of engagement like emails, letters, and public comments at City Council meetings, I am grateful that 380 members of our community took the time to participate in a new budget simulation tool (including 109 responses in Spanish). Our team reviewed that feedback carefully and we have done our best to incorporate it into this document.

Although we are not free of challenges or uncertainty, Healdsburg is on solid ground financially, thanks to the stewardship of the City Council, the diligence and professionalism of our staff, and the active and enthusiastic engagement of our community. I look forward to working cooperatively with all stakeholders to make the plans contained in this budget a reality. We have much to be grateful for, much to look forward to, and lots of work to do.

With respect and gratitude,

Jeff Kay
City Manager

City of Healdsburg 2020-2025 Strategic Plan: Quality of Life

Building on its 2020-2025 Strategic Plan, the Council identified seven new Strategic Initiatives for FY 22-23 and a set of Goals for each. All seven Strategic Initiatives contribute to City's overall Quality of Life.

Strategic Initiative - 01: Encourage Economic Diversity and Sustainable Growth

Goal 1.1 – Complete the Housing Element

Goal 1.2 – Begin Discussions about the South Entry Plan

Strategic Initiative - 02: Promote Environmental Stewardship

Goal 2.1 – Adopt a Climate Mobilization Strategy

Strategic Initiative - 03: Expand Affordable Housing Opportunities

Goal 3.1 – Pursue affordable housing developments as they fit within existing policies

Goal 3.2 – Continue progress on the Housing Element

Strategic Initiative - 04: Maintain and Improve Infrastructure and Facilities

Goal 4.1 – Continue to put resources into infrastructure improvements

Goal 4.2 – Complete the Three North Street Project

Goal 4.3 – Create a long-term funding plan for parks projects

Goal 4.4 – Identify Healdsburg Avenue Improvement plan funding

Goal 4.5 – Improve water security for the community (purple pipes and other means)

Strategic Initiative - 05: Provide Effective Governance

Goal 5.1 – Provide for Spanish translation of Council agendas and meetings

Goal 5.2 – Complete outreach and develop diversity, equity, and inclusion recommendations

Goal 5.3 – Focus on hiring, retention, and succession planning

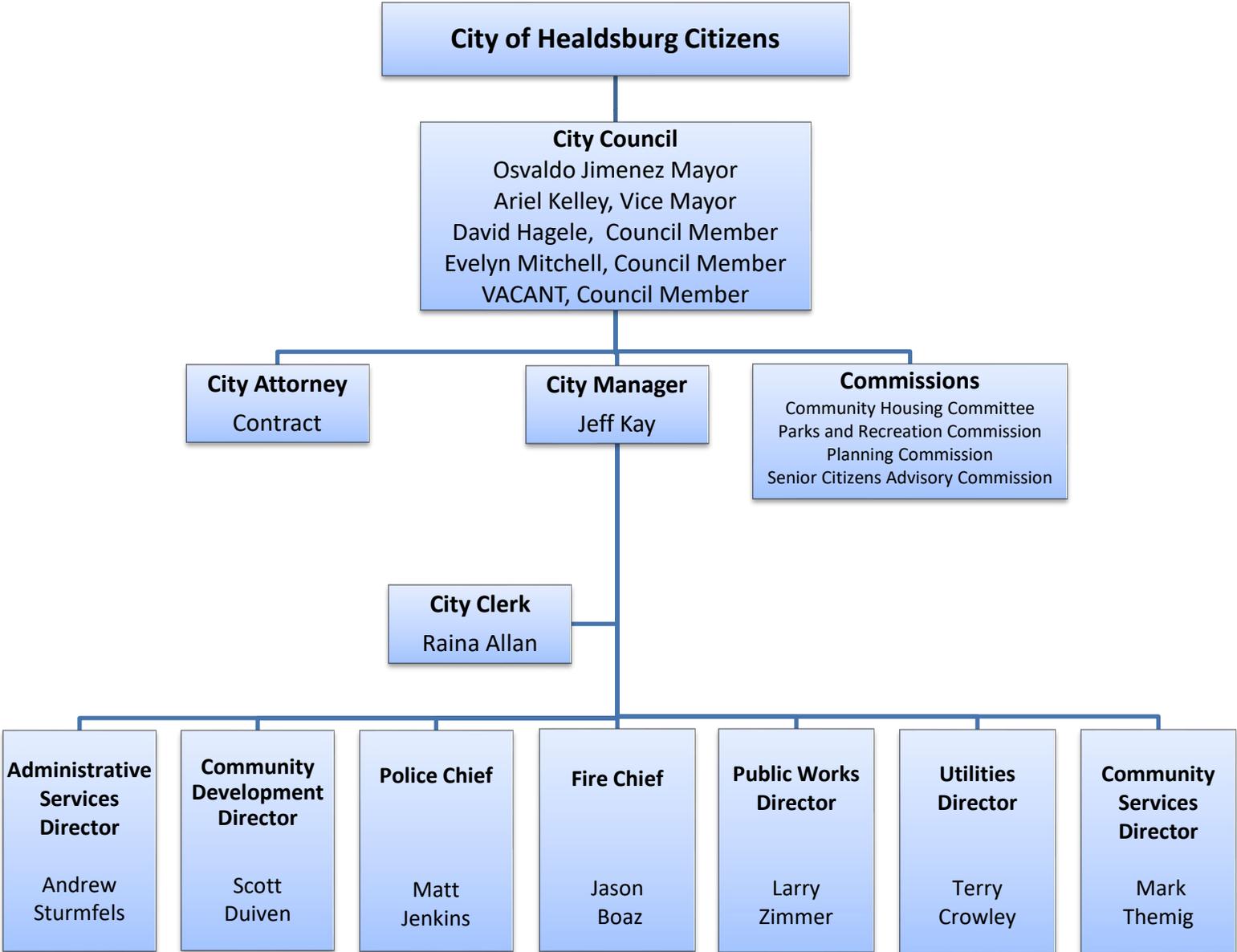
Strategic Initiative - 06: Maintain and Enhance Public Health and Safety

Goal 6.1 – Adopt a humane treatment of animals' clause in our contracts for services involving use of animals (e.g., goats)

Strategic Initiative - 07: Provide Resident-Driven Community Services

Goal 7.1 – Align income limits for Community Services Department's activity assistance program to be same as utility assistance (CARE program) to expand access to recreational and senior activities.

CITY ORGANIZATIONAL CHART



About the City of Healdsburg

History

Envision a town with the best qualities of turn-of-the century America, yet with the ambiance of a European countryside. Tucked between three lush valleys and surrounded by over 60 wineries, Healdsburg is nestled in the heart of the wine country. The City is only 65 miles north of San Francisco on Highway 101.

Settling the Area

The City's early residents, the Pomo Indians, built their villages in these open fertile valleys along the Russian River. The wild 1800s and California Gold Rush brought new settlers to the generous farming land to Healdsburg. One early entrepreneur, Harmon Heald, envisioned a grand plan for the village that would be his namesake. In 1857, he constructed a store and post office, sold lots downtown, and plotted a town complete with a Spanish-style Plaza. Healdsburg was officially incorporated 10 years later. The extension of the Northwestern Pacific Railroad in 1871 brought visitors and increased commerce to the booming town.

Modern Healdsburg

The City of Healdsburg continues to flourish. The City is a full-service city, providing electrical, water, and sewer services to residents. Healdsburg's safety is ensured by modern and well-equipped police and fire departments.

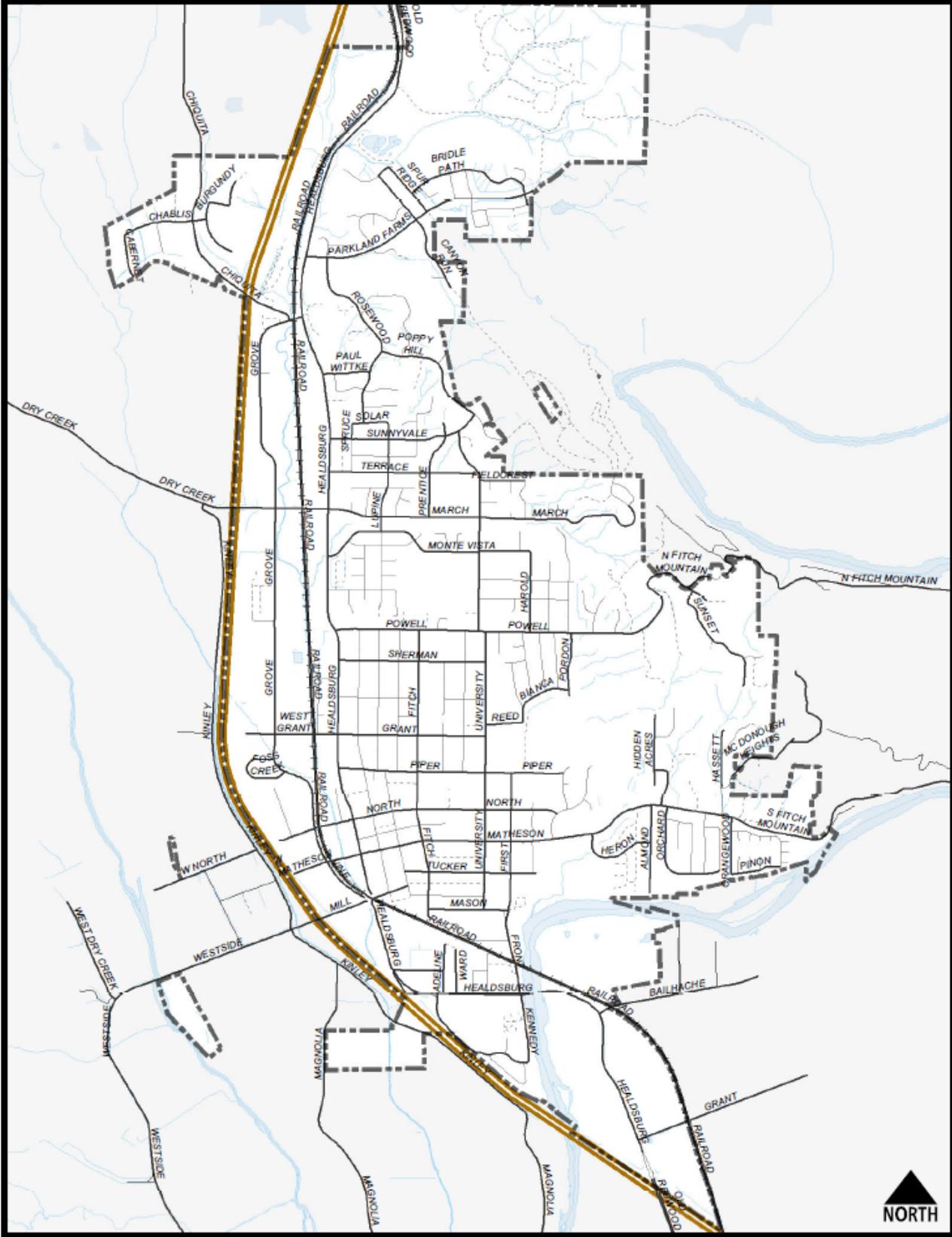
Healdsburg has evolved from an unpretentious farm town to a Wine Country destination with its Plaza, many fine restaurants, wine tasting rooms, art galleries and boutiques, drawing both residents and visitors. Despite its growth in population (12,104 estimated in 2018) and popularity, Healdsburg cherishes its small town character, community spirit, architectural charm and vibrant history.



Read more about Healdsburg's rich history on the [Healdsburg Museum and Historical Society page](#).

City of Healdsburg Maps

City of Healdsburg incorporated



City of Healdsburg Maps, continued

Sonoma County



State of California



Budget Development Process

The City of Healdsburg operates on a two-year budget cycle. City staff kicked off the fiscal year 2022-23 and 2023-24 budget development process with the City Council at the regularly scheduled Council meeting on January 3rd, 2022. During that meeting, staff presented the budget development timeline, proposed budget development goals, and a public engagement and outreach strategy for the budget.

Budget Development Timeline

The following timeline represents the internal deadlines, public meetings, and public engagement activities that took place during the budget development process.

City of Healdsburg Budget Development Timeline																		
Jan/Feb-22				Mar-22				Apr-22				May-22			Jun-22			
1/3/2022 Council Presentation: Budget Development Overview	1/21/2022 Allocation Worksheet Provided to Department Heads	2/1/2022 Budget Kickoff for Department Heads and Key Staff Expenditure Worksheets, Requests for New Staff, and New Expenditure Request Worksheets Provided to Department Heads	2/15/2022 Allocation Worksheets DUE TO Finance	2/17/2022 Launch Public Budget Simulation Tool	2/22/2022 Midyear Budget Review and Pension Liability Funding Policy Review	3/2/2022 Public Budget Workshop 1	3/2022 Council Goal Setting	3/15/2022 Public Budget Workshop 2	3/15/2022 Budget Expenditure and CIP Worksheets DUE TO Finance	3/26/2022 Public Budget Workshop 3	4/10/2022 Close Public Budget Survey	4/15/2022 Budget and CIP Request Evaluation (CM, Finance, Department)	4/18/2022 Council Budget Development Check-In & Reserve Policy Review	4/29/2022 Revised Budget Reports DUE TO Finance	5/9/2022 Special Meeting: Budget Workshop: All Funds	5/16/2022 Q3 Financial Update	5/31/2022 Special Meeting: Study Session (if needed)	6/6/2022 Budget and CIP Adoption
Additional Outreach - Qualitative discussions with key stakeholder groups, meeting them where they are.																		
Internal - Department Deadline																		
Internal - Finance Deadline																		
Council Meeting																		
Public Outreach/Workshop																		
City Team Decision																		



Internally, the budget development process was coordinated through the City Finance Department. Finance staff provided budget worksheets, allocation worksheets, and Capital Improvement Plan worksheets to Department Heads and key staff in January and early February. Worksheets were due back to Finance by mid-March. While Departments worked on operational budgets the Finance team developed budgets for wages, benefits, insurance, internal service fees, and allocated costs. Once worksheets were turned into Finance, a full draft budget was created for each program and reviewed with each Department Head. Weekly meetings were held with the City Manager to discuss different areas of the budget, bringing in department heads and finance staff as needed to review and discuss items of interest or concern. Revisions were made to the draft budgets in concert with department heads and finance, until a full draft budget was completed in preparation for the City Council Workshops in May.

Budget Development Goals

As part of the budget development process, staff presented, and Council agreed to, the following budget development goals:

1. Align Budget Resources with Council Goals.
2. Incorporate Identified Needs from the Long-Range Financial Forecast Model:
 - a. Street and Sidewalk Improvements
 - b. Internal Services Fund (ISF) Rightsizing
 - c. Community Services Infrastructure Plan

- c. Community Services Infrastructure Plan
- d. Fire Substation
3. Update the Capital Improvement Plan (CIP) and implement new policies and procedures for accounting for capital projects
4. Update the City Pension Funding Policy
5. Update the City Reserve Policy
6. Improve accounting efficiency through fund consolidation

Public Engagement and Outreach

The City budget process included several new and exciting opportunities for public engagement and participation. For the first time, the City launched an interactive budget simulation that allowed residents to directly interact with the City budget and share their priorities for funding. The simulation was launched in both English and Spanish and received over 350 responses (over 100 in Spanish). Data from the simulation was provided to the City Council during the Budget Development Check-in on April 18th.

In partnership with Corazon Healdsburg, the City held three budget workshops. Each workshop offered Spanish translation, food, and childcare services. Two workshops were scheduled for weeknights and one for the weekend to maximize participation opportunities. During the workshops, City staff provided an overview of the City budget and then provided an opportunity for attendees to fill out the budget simulation. In addition to the workshops, City staff provided presentations on the City budget to a wide variety of groups, including the Healdsburg Chamber of Commerce, Corazon, Healdsburg 2040, both Rotary clubs, and more.

In addition, staff provided financial updates, budget development updates, and financial policy agenda items at City Council meetings. The Council also held 2 specially scheduled public meetings on the budget as workshops, allowing for and taking public comment at each. Council meetings that addressed budget development included:

- January 3, 2022 – Budget Development Kickoff
- February 22, 2022 – Mid-year Financial Review and Pension Liability Funding Policy
- April 18, 2022 – Budget Development Check-in and Reserve Policy
- May 9, 2022 – Special Meeting: Budget Workshop
- May 31, 2022 – Special Meeting: Budget Workshop
- June 6, 2022 – Proposed Budget and CIP Adoption

Budget Calendar for 2022-23 and 2023-24

January 2022

Budget Development Overview

February 2022

Mid-Year FY 21-22 Financial Update

March 2022

Council Goal Setting

April 2022

Budget Development Update

May 2022

Budget Workshops

June 2022

Budget Adoption

November 2022

Quarter 1 FY 22-23 Financial Update

Budget Calendar for 2022-23 and 2023-24 (continued)

January 2023

FY 21-22 Financial Statements

February 2023

Mid-Year FY 22-23 Financial Update

May 2023

Quarter 3 FY 22-23 Financial Update

November 2023

Quarter 1 FY 23-24 Financial Update

January 2024

FY 22-23 Financial Statements

February 2024

Mid-Year FY 23-24 Financial Update

May 2024

Quarter 3 FY 23-24 Financial Update

Basis of Budgeting

The City's budget is developed on a modified accrual basis for governmental fund types (e.g. general fund, special revenue funds, debt service funds, and capital project funds), adjusted for encumbrance accounting. Appropriations for encumbrances are included; however, appropriations for expenditures against prior year encumbrances are excluded.

Accrual: is an accounting method that records revenues and expenses when they are incurred, regardless of when cash is exchanged.

Encumbrance: in government accounting, are commitments related to unfilled contracts for goods and services including purchase orders. The purpose of encumbrance accounting is to prevent further expenditure of funds in light of commitments already made. At year-end, encumbrances still open are not accounted for as expenditures and liabilities but, rather, as reservations of fund balance.

Modified accrual: is when revenues are recognized when they become available and measurable and with a few exceptions, expenditures are recognized when they are incurred.

Proprietary fund types (e.g. enterprise funds such as airport and utilities, and internal service funds such as Vehicle Services and Building Maintenance) are budgeted on the full accrual basis where not only are expenses recognized when incurred but revenues are also recognized when they are incurred or owed to the City.

For business-type activities, such as internal service funds, enterprise funds and capital replacement funds, the City follows GASB Statement No. 20, Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Property Fund Accounting, to apply applicable GASB pronouncements as well as any applicable pronouncements of the Financial Accounting Standards Board, the Accounting Principles Board or any Accounting Research Bulletins issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements.

The City's audited Governmental Fund financial statements are reported using the current financial resources measurement focus and depending on the type of financial statement, either modified or full accrual basis of accounting. Government wide financial statements are reported at full accrual while government funds financial statements are reported on the modified accrual basis.

HEALDSBURG AT A GLANCE

INCORPORATION:

February 20, 1867

GOVERNMENT:

Healdsburg is a general law city operating under the Council-Manager form of government

POPULATION:

Approx. 12,104

AREA:

4.464 square miles

CREDIT RATING:

AA

PUBLIC SAFETY:

Number of Police Calls for Service: 13,736

Number of Fire Calls for Service: 1,831

Police Vehicles: 12

Fire Stations: 1

Fire Vehicles: 9

INFRASTRUCTURE AND UTILITIES:

Streets: 47 miles

Water Mains: 60 miles

Water Delivered to Customers: 578 million gallons per year

Wastewater Mains: 54 miles

Wastewater Treated: 289 million gallons per year

Energy Sold: 73,969 MWh

PARKS, RECREATION, & COMMUNITY CENTERS:

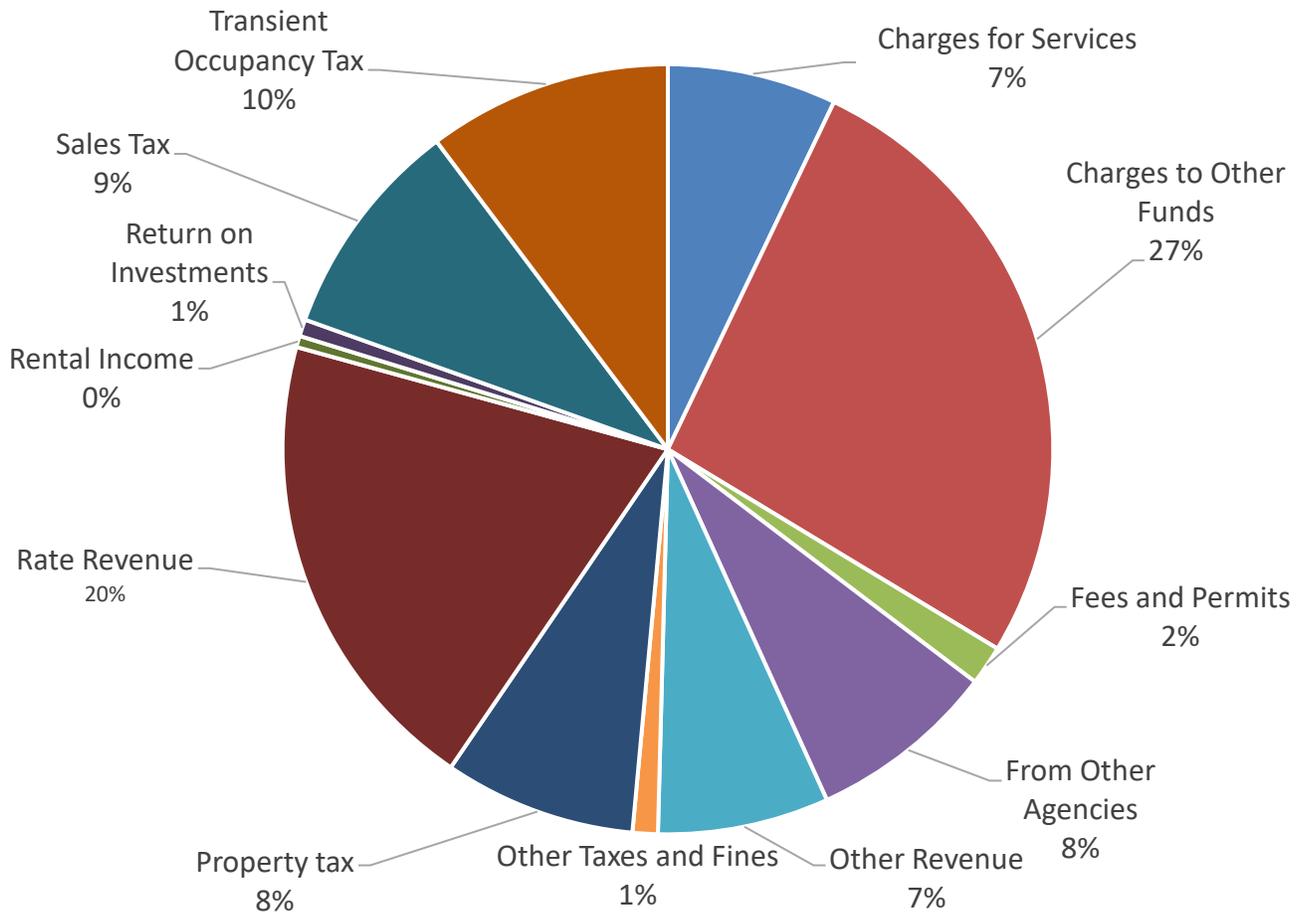
Open Space: 328 acres

Parks: 11

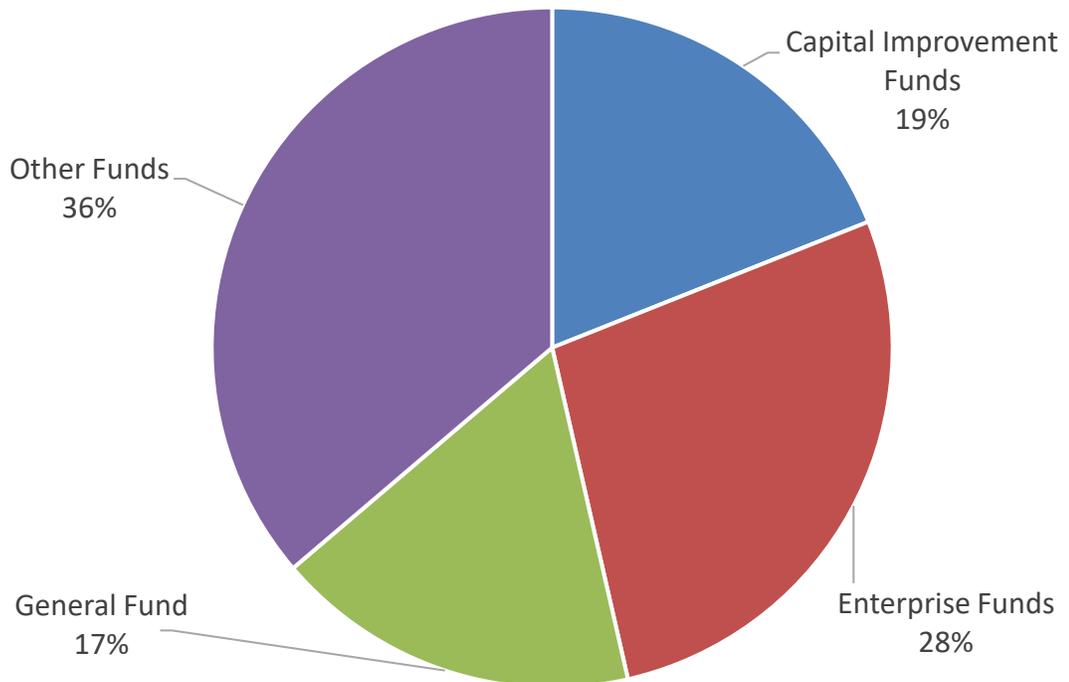
Community and Senior Centers: 2

Dog Parks: 2

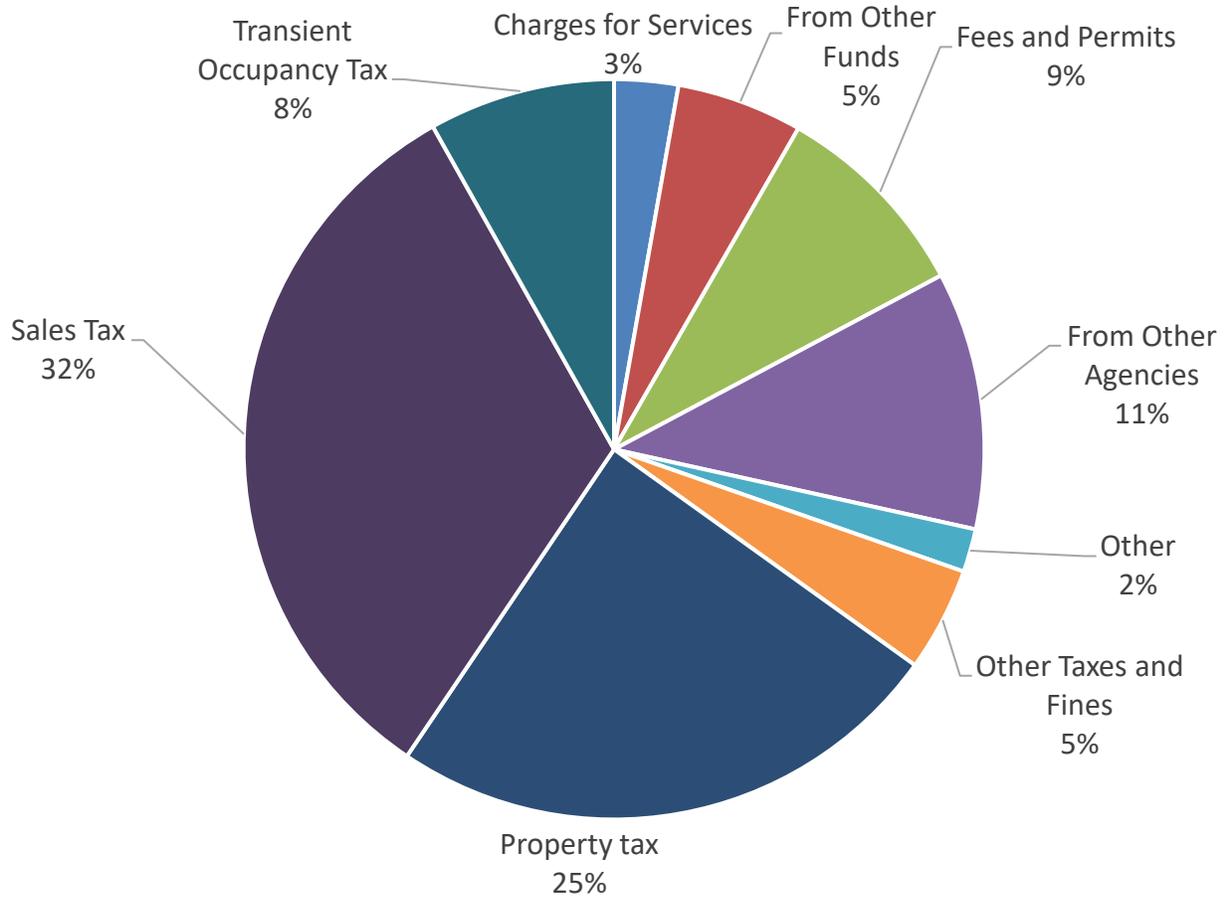
FY 2022-23 City-wide Revenue



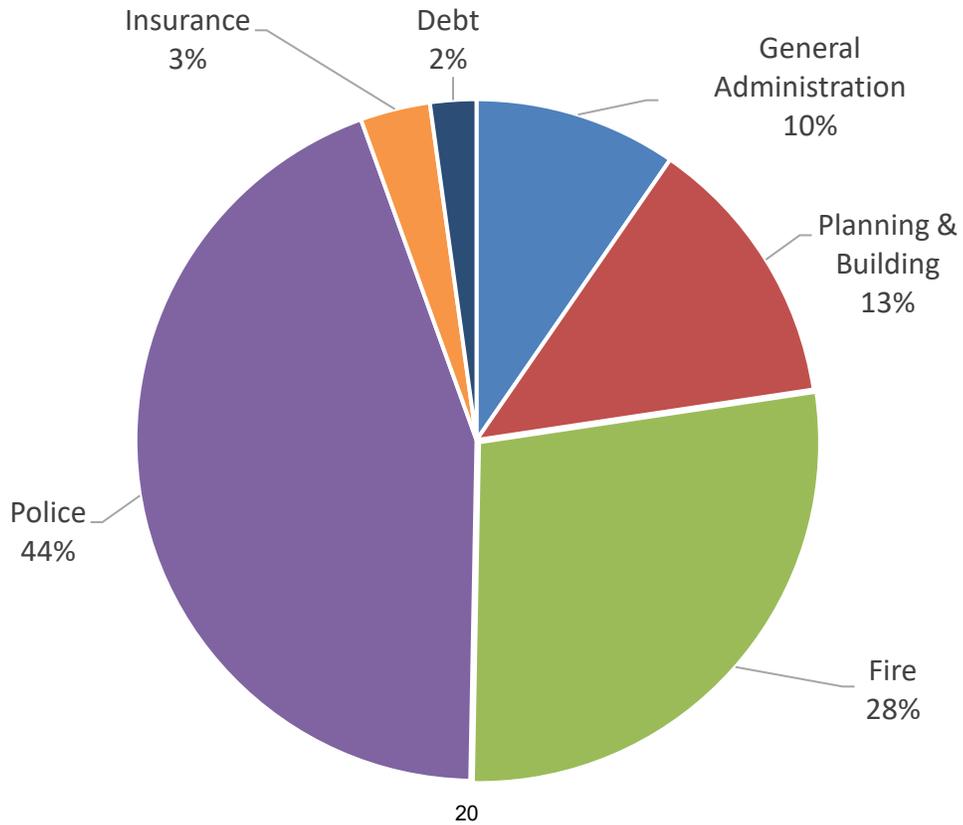
FY 2022-23 City-wide Expense



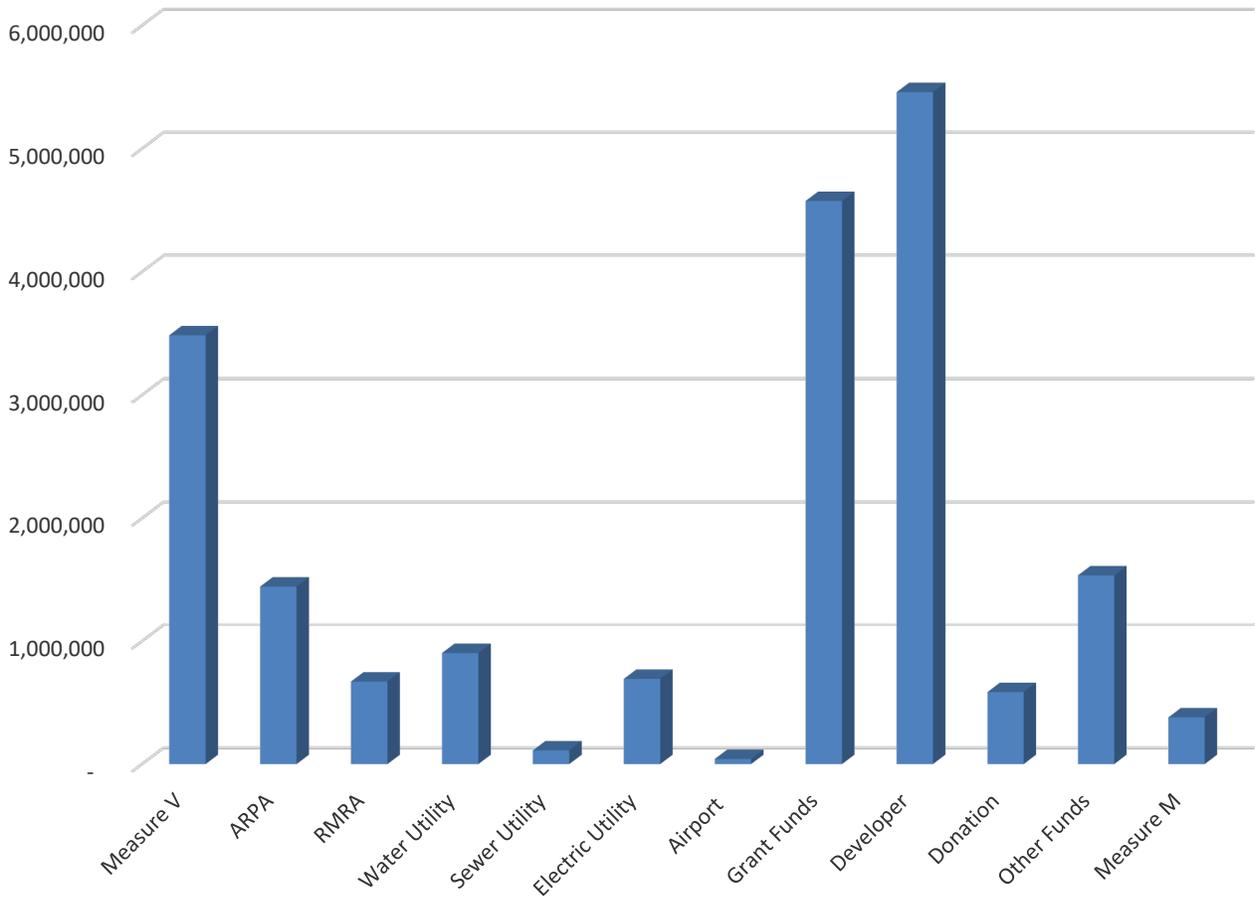
FY 2022-23 General Fund Revenue



FY 2022-23 General Fund Expense

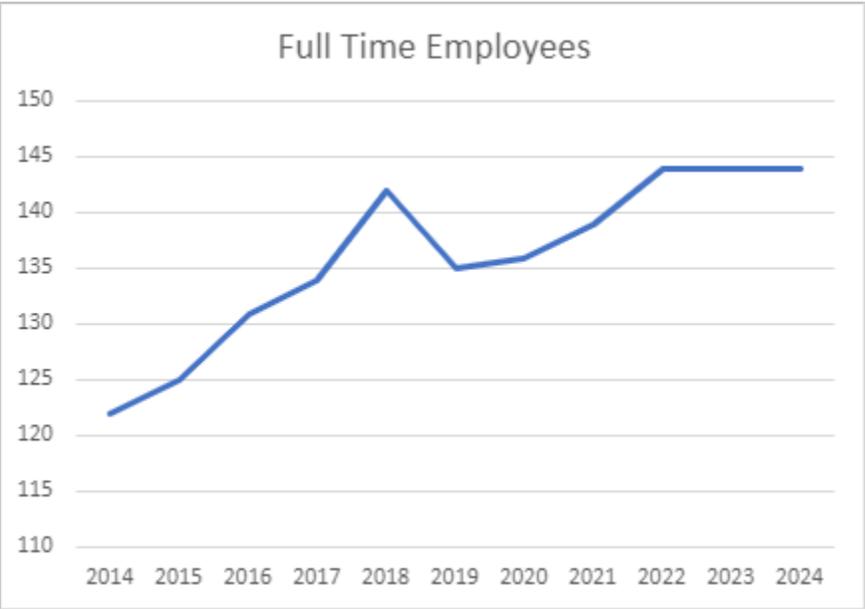


FY 2022-23 CIP Funding Sources



FY 2022-23 Authorized Positions

Department	FY 2022-23
City Manager's Office	5
Administrative Services	21
Planning & Building	9
Police	28
Fire	13
Community Services	18
Public Works	20
Utilities	30
Total	144





GENERAL FUND

GENERAL FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 8,152,726	\$ 9,949,665	\$ 9,949,665	\$ 12,089,767	\$ 11,344,493
<u>REVENUES</u>					
Sales Tax	\$ 5,472,052	\$ 5,146,766	\$ 6,124,935	\$ 6,224,441	\$ 6,395,439
Property Tax	4,237,581	4,379,609	4,379,609	4,480,919	4,584,598
Charges for Services	1,146,610	870,029	1,048,113	535,911	548,208
Development Related Permits & Fees	1,433,827	1,487,333	1,675,835	1,713,569	1,623,569
Transient Occupancy Tax	679,032	1,487,674	1,487,674	1,562,058	1,640,161
Franchise Fees	604,013	530,627	610,000	630,000	630,000
Business License Tax	314,307	200,000	225,000	190,000	200,000
Intergovernmental	288,455	2,140,788	1,987,081	2,160,549	127,000
Transfer Tax	363,168	225,000	225,000	230,000	235,000
Fines & Collections	34,893	81,000	45,343	54,000	60,000
Interest Earned & Rents Received	559,967	107,134	188,903	173,665	173,665
Transfers in - Measure V	573,820	675,000	645,000	668,820	898,820
Transfer in - Successor Agency	-	-	-	250,000	250,000
Transfers in - Electric Fund	137,459	137,459	137,459	137,459	137,459
Miscellaneous	348,603	85,000	70,574	188,432	148,432
Total Revenues	\$ 16,193,787	\$ 17,553,419	\$ 18,850,528	\$ 19,199,823	\$ 17,652,351
<u>EXPENDITURES BY DEPARTMENT</u>					
City Council	\$ 131,210	\$ 178,202	\$ 137,995	\$ 148,333	\$ 151,121
Legal	365,406	275,000	345,002	350,000	367,500
City Manager's Office	1,803,256	2,559,700	2,121,239	2,217,672	2,152,897
Finance	2,219,924	2,085,594	2,005,100	2,326,321	2,452,360
Planning and Building	1,855,428	2,397,419	1,890,710	2,251,742	2,157,738
Police	6,062,084	6,819,525	6,474,501	7,648,411	8,024,356
Fire	4,129,713	4,193,115	4,431,803	4,785,984	4,438,935
Non-Departmental	(2,170,173)	324,077	(695,923)	216,635	(1,679,904)
Total Expenditures	\$ 14,396,848	\$ 18,832,632	\$ 16,710,426	\$ 19,945,097	\$ 18,065,003
Ending Fund Balance	\$ 9,949,665	\$ 8,670,452	\$ 12,089,767	\$ 11,344,493	\$ 10,931,840
Change in Fund Balance	\$ 1,796,939	\$ (1,279,213)	\$ 2,140,101	\$ (745,274)	\$ (412,652)
<u>Components of Ending Fund Balance</u>					
Reserve - 30% of annual expenditures	\$ 4,319,054	\$ 5,649,790	\$ 5,013,128	\$ 5,983,529	\$ 5,419,501
Pension Stabilization	5,006,915	5,006,915	5,071,054	5,137,970	5,204,885
Unrestricted, Unreserved	623,696	(1,986,253)	2,005,585	222,994	307,454
Total	\$ 9,949,665	\$ 8,670,452	\$ 12,089,767	\$ 11,344,493	\$ 10,931,840

Reserve Policy:
Resolution No. 56-2016
30% of annual operating expenditures

CITY ADMINISTRATION

The legislative and administrative functions of the City are coordinated by the City Manager's Office, including the City Council, City Manager, City Attorney, City Clerk's Office and Human Resources.

City Council

The City Council is the governing body of the City. There are five Council members, elected at large by the voters of Healdsburg to serve four-year terms. Each year the Mayor is elected by a majority vote of the City Council. It is the responsibility of the City Council to set policy for the City and to adopt an annual budget. The City Council also makes appointments to the positions of City Manager, City Attorney and City Clerk.

City Manager

The City Manager is responsible for the overall management of City operations and implementation of City Council policies. This includes direct coordination with the City Council, supervision of City departments, intergovernmental relations, strategic planning, and public information.

City Attorney

The City Attorney is the primary legal advisor to the City Council, its Commissions and City departments. Major activities include providing accurate legal advice and direction to ensure that the City's operations conform to all federal, state, and City laws, as well as representing the City in legal proceedings. These services are provided on a contract basis by an outside legal firm.

City Clerk's Office

The primary function of the City Clerk's office is the maintenance and management of all official City records. This includes legislative history, preparation of City Council agendas, noticing public hearings for the City Council and the coordination of City elections.

Human Resources

The Human Resources Division is responsible for administering the City's human resources management program, including classification and compensation, recruitment and retention, labor relations, benefits administration, staff development, personnel policy development and management, and maintenance of personnel records. The Human resources team provides support services to all city departments.

CITY ADMINISTRATION

MAJOR DEPARTMENTAL TASKS COMPLETED FOR FY 2020-21 and 2021-22

- ☑ Purchased the L&M motel to provide emergency housing support for those in need
- ☑ Implemented hybrid meeting technology for public meetings
- ☑ Completed an evaluation process and entered into an agreement to provide diversity, equity, and inclusion outreach recommendations
- ☑ Implemented an online recruitment platform
- ☑ Implemented a Telework Policy and Employee/Employer Relations Policy

MAJOR DEPARTMENTAL GOALS FOR FY 2021-22 and 2022-23

- ◆ Prepare a Climate Mobilization Strategy
- ◆ Complete diversity, equity, and inclusion process and develop implementation recommendations
- ◆ Implement an online records retention platform
- ◆ Implement Spanish language translation and interpretation for City Council meeting agendas and meetings
- ◆ Modernize HR processes
- ◆ Build recruitment pipelines
- ◆ Update HR Policies and develop a schedule for future updates

**General Fund
City Council**

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
<u>EXPENDITURES</u>					
Wages	\$ 9,173	\$ 9,000	\$ 8,686	\$ 9,000	\$ 9,000
Fringe Benefits	96,995	110,930	88,043	91,473	94,261
Support of Outside Organizations	9,000	17,000	9,000	-	-
Contracted Services	-	8,000	3,000	8,000	8,000
Government Fees	9,365	9,412	9,562	10,000	10,000
Telecommunication & Data Services	198	360	204	360	360
Supplies	1,502	1,000	1,000	6,500	6,500
Meetings, Travel, & Training	1,411	12,000	8,000	12,000	12,000
Membership and Dues	3,567	10,500	10,500	11,000	11,000
Total Expenditures	\$ 131,210	\$ 178,202	\$ 137,995	\$ 148,333	\$ 151,121

General Fund

Legal

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
EXPENDITURES					
Contracted Services	\$ 365,406	\$ 275,000	\$ 345,002	\$ 350,000	\$ 367,500
Total Expenditures	\$ 365,406	\$ 275,000	\$ 345,002	\$ 350,000	\$ 367,500

**General Fund
City Manager's Office**

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
<u>EXPENDITURES</u>					
Wages	\$ 732,200	\$ 1,007,074	\$ 741,655	\$ 1,044,631	\$ 1,116,159
Overtime	-	-	-	-	-
Fringe Benefits	463,828	568,137	557,679	305,954	324,460
Other Employee Related Expenses	51,612	55,075	56,654	60,200	65,200
Contracted Services	279,206	369,910	283,381	318,432	267,432
Utility Services	5,622	10,100	5,153	7,050	7,050
Election Expense	13,224	-	-	105,000	-
Government Fees	18,857	20,550	20,203	20,000	20,000
Internal Service & Replacement Fees	189,722	201,939	201,939	289,305	285,496
Telecommunication & Data Services	5,638	7,600	5,792	7,600	7,600
Noticing	10,340	9,000	9,897	10,000	10,000
Printing	7,017	7,500	522	2,500	2,500
Support of Local Organizations	-	250,000	220,000	-	-
Maintenance & Supplies	4,979	2,000	10,754	11,500	11,500
Other Operating Expense	11,164	30,500	3,925	14,000	14,000
Meetings, Travel, & Training	1,958	15,000	3,310	16,500	16,500
Membership and Dues	7,890	5,315	375	5,000	5,000
Total Expenditures	\$ 1,803,256	\$ 2,559,700	\$ 2,121,239	\$ 2,217,672	\$ 2,152,897

FINANCE

The Finance Department is responsible for the following:

Finance

The Finance division provides the following services:

- Citywide accounts payable processing
- Revenue and collections, including the collection of revenues such as business license fees, transient occupancy taxes, and miscellaneous receivables
- Treasury management, including investment of funds, cash management and debt management
- Budget and capital improvement program preparation and administration
- Financial reporting, coordination of annual audits, and filing of required statutory reports
- Providing operational information to the City Council and City Residents

Utility Billing

The Utility Billing division is responsible for utility billing services for water, wastewater, drainage and electric utilities; and the management of 6,392 resident and business utility customer accounts. The division bills customers monthly, collects payments and provides customer service.

MAJOR DEPARTMENTAL TASKS COMPLETED FY 2020-21 and 2021-22

- ☑ Completed Long-Range Financial Forecasting
- ☑ Facilitated a utility rate study and presented proposed rate adjustments to the City Council for adoption
- ☑ Updated all Airport lease agreements for consistency and implemented new rates to address maintenance needs

MAJOR DEPARTMENTAL GOALS FOR FY 2022-23 and 2023-24

- ◆ Review and update the Citywide impact fees
- ◆ Automate the process of business license application and renewals
- ◆ Update City CalCard policies and administration
- ◆ Increase integration and efficiencies among finance software

**General Fund
Finance Department**

	FY 21-22				FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End			
<u>EXPENDITURES</u>						
Wages	\$ 935,622	\$ 939,045	\$ 740,839	\$ 1,065,829	\$ 1,125,099	
Overtime	94	1,000	300	1,100	1,100	
Fringe Benefits	699,700	573,473	642,879	621,275	659,593	
Other Employee Related Expenses	-	-	-	-	-	
Contracted Services	141,960	100,975	152,742	115,630	143,282	
Property Services	11,259	14,466	10,299	-	-	
Bank Fees	46,426	59,160	72,150	75,758	79,545	
Bad Debt Expense	-	-	-	-	-	
Service Fees	344,361	361,820	361,820	410,629	411,641	
Telecommunication & Data Services	3,599	3,100	3,000	3,100	3,100	
Noticing	504	500	-	500	500	
Supplies	23,375	20,100	16,000	20,000	20,000	
Meetings, Travel, & Training	4,816	8,000	2,000	5,000	5,000	
Memberships and Dues	2,250	1,455	1,600	2,000	2,000	
Miscellaneous	5,958	2,500	1,470	5,500	1,500	
Total Expenditures	\$ 2,219,924	\$ 2,085,594	\$ 2,005,100	\$ 2,326,321	\$ 2,452,360	

PLANNING AND BUILDING DEPARTMENT

The Planning and Building Department is responsible for providing services related to planning, land use, development standards, building safety, and protection of the City's natural and cultural resources in accordance with City regulations and state and federal laws. Primary services and activities include the following:

Development Standards and Review

The Department provides information and assistance related to land use, subdivision, design, and environmental review. The Department coordinates and facilitates review of development applications, prepares and delivers reports on land use, design review, conditional use permit, variance and subdivision applications to the Planning Commission and City Council.

Advance Planning

The Department prepares and amends the City's General Plan, Land Use Code, and area plans that establish the goals, policies, and regulations that guide future development activities and protect the City's natural and cultural resources. Advance planning work helps the City identify existing needs and anticipate future service needs for the community.

Regional Planning

The Department works with state, regional, and county agencies regarding issues of city, county and region-wide importance, on topics such as, land use, housing, transportation, climate change and other issues. The Department participates in county and region-wide technical and planning advisory committees, evaluates and provides comments regarding projects proposed outside the city limits regarding their potential effects on the City.

Plan Check and Building Inspection Services

The Department is responsible for protecting public safety by conducting plan review and inspection services related to buildings and structures in the City. Services include providing building safety and code information to assist the public in project development, facilitating the development and construction permit process, reviewing building permit applications to ensure compliance with State and local building and fire codes, energy efficient standards, and reviewing projects for compliance with the Americans with Disabilities Act. Additionally, the Department investigates and works with the City's code enforcement officer to facilitate compliance with requirements.

Environmental Review

The Department conducts environmental review for proposed public and private projects in accordance with the requirements of the California Environmental Quality Act guidelines and the City's environmental procedures; and, when applicable, the National Environmental Protection Act. The Department reviews and prepares required environmental documents and provides oversight for professional environmental consulting service contracts for specific projects.

PLANNING AND BUILDING DEPARTMENT

Code Enforcement

The Department works with the City's Code Enforcement Officer to maintain compliance with the City's Municipal Code and Building Code. Code compliance supports the City's goal of maintaining a safe and attractive community. The Department investigates alleged code violations and works with residents, property and business owners to facilitate compliance with code requirements.

MAJOR DEPARTMENT TASKS COMPLETED FY 2020-21 and 2021-22

- ☑ Facilitated Department review, plan check, and inspection services for development projects including residential subdivisions, new commercial and residential projects and expansions of existing local businesses.
- ☑ Completed required annual report regarding General Plan Housing Element compliance.
- ☑ Completed ongoing entitlements and development agreement amendments for the Mill District, North Village, and Saggio Hills projects.
- ☑ Completed required annual development agreement reports for Mill District, North Village, and Saggio Hills projects.
- ☑ Participated in county and region-wide technical and planning advisory committees.
- ☑ Contracted with an additional outside plan review company to provide a selection for applicants when there is a preference.
- ☑ Maintained project review, inspection services and permit issuance during the ongoing COVID-19 pandemic
- ☑ Instituted an Online Building Permit and Inspections Services portal: "Citizen Self Service Portal."

MAJOR DEPARTMENTAL GOALS FOR FY 2022-23 and 2023-24

- ◆ Complete Housing Element Update.
- ◆ Complete and implement an updated procedure for assuring compliance with the California Environmental Quality Act.
- ◆ Participate with the Sonoma County Transportation Authority/Regional Climate Protection Agency and other Sonoma County jurisdictions on regional coordination.
- ◆ Implement electronic plan submittal, plan review, and permit issuance.
- ◆ Prepare a zoning and density study of Downtown area.
- ◆ Initiate the South Entry Area Specific Plan process.

FUTURE OBJECTIVES

- Continue to facilitate implementation of adopted area plans such as the Central Healdsburg Avenue Plan, North Entry Area Plan, and Saggio Hills Area Plan.
- Ongoing Housing Element program implementation.
- Digitize paper property file records and make available online.
- Digitize paper building permit plans and make available online.

PLANNING AND BUILDING DEPARTMENT

STATISTICS

Process	2017	2018	2019	2020	2021
Appeal	1	0	2	0	0
Building Envelope Modification	2	0	1	0	1
Conditional Use Permit	12	7	9	3	8
Design Review	19	17	24	14	13
Development Agreement	0	0	1	2	0
Heritage Tree	4	2	1	1	3
Lot Line Adjustment	4	5	3	3	8
Land Use Code Amendment	5	5	3	1	0
Miscellaneous	1	5	1	4	0
Sign Permit	27	19	19	5	16
Tentative Map	5	3	4	1	0
Variance	1	5	2	3	1
Total	81	68	70	37	51

Building Activity

Process	2017	2018	2019	2020	2021
Total # of Permits	640	644	724	630	761
Valuation	\$ 57,392,251	\$ 55,478,935	\$ 30,772,821	\$ 37,103,992	\$ 238,633,818
Inspections	2,242	3,353	2,502	2,895	3,213

Housing Units

Year	ADU	Multi Family	Single Family	Total
2010	1	0	3	4
2011	2	0	1	3
2012	2	0	9	11
2013	0	2	27	29
2014	1	1	7	9
2015	6	0	46	52
2016	4	0	23	27
2017	12	62	3	77
2018	12	0	37	49
2019	17	0	14	31
2020	16	0	19	35
2021	12	316 ¹	21	349

¹ 41 units Mill District Affordable Housing + 275 units Enso Age Restricted Housing

**General Fund
Planning & Building Department**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
<u>EXPENDITURES</u>					
Wages	\$ 809,667	\$ 1,053,852	\$ 699,537	\$ 1,128,004	\$ 1,190,433
Fringe Benefits	596,263	603,449	622,704	478,738	506,347
Other Employee Related Expenses	1,467	1,200	2,000	1,400	1,400
Overtime	4,436	3,100	8,000	3,200	3,200
Contracted Services	184,788	450,000	295,000	345,000	178,000
Property Services	8,620	8,500	8,500	8,500	8,500
Personal Protective Equipment	117	600	600	400	200
Pre Employment Expenses	-	-	-	-	-
Service Fees	224,230	234,498	234,498	232,294	223,023
Replacement Fees	-	-	-	8,690	8,690
Telecommunication & Data Services	6,870	7,500	6,000	5,000	5,000
Advertising and Publication	6,100	7,000	4,000	7,000	7,000
Printing and Binding	-	1,500	1,240	1,500	1,500
Maintenance & Supplies	10,090	9,750	6,000	20,045	13,025
Meetings, Travel, & Training	2,145	14,850	1,715	10,100	9,550
Memberships and Dues	635	1,620	916	1,870	1,870
Total Expenditures	\$ 1,855,428	\$ 2,397,419	\$ 1,890,710	\$ 2,251,742	\$ 2,157,738

POLICE

The Healdsburg Police Department is responsible for the protection of life and property, the maintenance of order, the control and prevention of crime, and the enforcement of motor vehicle laws and regulations. Activities related to these responsibilities include law enforcement; criminal investigations; apprehension of criminals; and the use of problem-solving strategies involving all stakeholders in the community to enhance the quality of life for residents and visitors.

Patrol Services

The Patrol Division provides public safety services 24-hours a day, seven days a week. Patrol responds to calls for service, provides general law enforcement activities, including traffic enforcement, crime scene investigation, disaster assessment, community policing strategies and preventive patrol. Patrol officers also participate in numerous community outreach efforts such as Adopt-a-Cop, department tours, school presentations, and community events.

Investigations

The responsibilities of Investigations are to investigate major crime scenes and collect evidence. They analyze fingerprints and other physical evidence; maintain court evidence; process and destroy contraband evidence; monitor activities of individuals on probation and parole; and conduct major investigations with crimes requiring out-of-town follow-up. Additionally, this division maintains gang tracking and intelligence gathering.

Communications

The responsibilities of this division are to maintain/operate a full 911 dispatch center for Police. All 911 calls from land line and wireless phone providers are answered in the 911 center, including requests for fire and medical services. Dispatchers are the critical link between citizens in need of service and law enforcement officers. Dispatchers receive and process all calls for service, maintain communications with officers in the field and monitor the status of police units and field personnel. Dispatchers conduct inquiries for police officers such as warrant checks, criminal histories, and vehicle registration information.

Administration

This division manages the administrative functions of the department and prepares the operational budget, monitors employee recruitments and promotions, applies for and manages grant programs, reviews all employee evaluations, and maintains professional standards through training and policy review. All citizen complaints are reviewed and assigned for investigation through this division. The division also analyzes crime statistics and staffing needs.

Support Services

This division includes records, parking enforcement, code enforcement, and property and evidence. Additional duties include public presentations, child seat installations, city licensing and support tasks for operations. The department's Community Oriented and Equity (CORE) Policing Team is also part of the support services division. The team's main focus areas are mental health, non-criminal neighborhood complaints, family and juvenile related calls for service, and calls for service related to those experiencing homelessness.

POLICE

MAJOR DEPARTMENTAL TASKS COMPLETED FY 2020-21 & FY 2021-22

- ☑ Established the Community Oriented and Equity (CORE) Policing team
- ☑ Implemented drone technology to enhance public safety and enhance all City departments
- ☑ Implemented text-to-911 capabilities
- ☑ Expanded our in-house training program with quarterly trainings & POST Perishable Skills in-house trainings
- ☑ Recruited and hired two full-time Officers
- ☑ Recruited and hired three full-time Dispatchers
- ☑ Recruited and hired full-time Emergency Response Coordinator
- ☑ Completed more than 25 community engagement events during the two fiscal years
- ☑ Completed crime reporting transition from the Uniform Crime Reports (UCR) to the National Incident Based Reporting System (NIBRS)

MAJOR DEPARTMENTAL GOALS FOR FY 2022-23 & FY 2023-24

- ◆ Implement community satisfaction survey tool
- ◆ Implemented Racial and Identity Profiling Act (RIPA) stop data collection
- ◆ Recruit and retain police officer and police dispatcher positions
- ◆ Continue to enhance the Police Department’s social media presence
- ◆ Continue to explore technology to increase department effectiveness, including the use of ALPR technology to enhance investigative capabilities
- ◆ Implement additional phases of Next-Generation 911 technology
- ◆ Continue to enhance the City’s emergency preparedness and response plans

FUTURE OBJECTIVES

The Healdsburg Police Department will continue to build on a solid foundation of public trust and engage the community in public safety efforts. The Department is dedicated to providing the highest level of customer service through partnerships and problem solving in a professional, ethical, and timely manner.

STATISTICS

	<u>2020-21</u>	<u>2021-22¹</u>
Employees (full time)		
Sworn	17	18
Civilian	8	10
Employees (part time)	3	3
Total Calls for Service	13,745	13,736
Total Arrests	482	428
Traffic Collisions	99	97
Response Time (Priority 1 calls)	3:33	3:53

¹ Data through 5/18/2022

**General Fund
Police Department**

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
<u>EXPENDITURES</u>					
Wages	\$ 2,253,882	\$ 2,955,444	\$ 2,179,161	\$ 3,350,970	\$ 3,528,290
Fringe Benefits	2,180,877	2,133,165	2,562,080	2,166,674	2,297,183
Overtime	433,140	385,000	375,000	408,100	416,262
Contracted Services	415,755	439,840	425,000	506,614	506,614
Property Services	36,710	43,367	43,367	43,367	45,102
Pre Employment Expense	-	-	460	-	-
Personal Protective Equipment	37,851	26,600	44,800	47,200	47,800
Service Fees	612,072	661,613	661,613	896,867	952,045
Government Fees	-	76	-	-	-
Replacement Fees	-	45,000	45,000	75,000	75,000
Land, Building, Vehicles and Equipment	-	-	-	-	-
Telecommunication & Data Services	23,487	22,120	22,120	22,120	22,120
Printing	362	2,000	1,000	2,000	2,000
Maintenance & Supplies	46,663	62,500	72,100	79,500	81,740
Meetings, Travel, & Training	19,350	41,000	41,000	48,000	48,000
Memberships and Dues	1,937	1,800	1,800	2,000	2,200
Total Expenditures	\$ 6,062,084	\$ 6,819,525	\$ 6,474,501	\$ 7,648,411	\$ 8,024,356

FIRE

The Fire Department is responsible for protecting life, environment, and property of the citizens of Healdsburg and surrounding community from the dangers of fire, hazardous materials incidents, and for providing emergency first aid response to medical emergencies and public service requests.

The department provides a variety of programs including fire code enforcement, community education, fuels reduction, weed abatement, CPR classes and Certified Unified Program Agency. The Fire Department also provides direct services to the community by attending City and community events and assisting with development of disaster preparedness programs with various community groups. The Fire Department has five primary functions as outlined below.

Fire Suppression

The basic organization and orientation of the Department is directed to fire suppression, rescue, and emergency service delivery. While the Fire Department places an emphasis on fire prevention, public education, risk reduction and hazard abatement programs, the ability to respond and control fires is an overriding operational priority. In addition to serving the City, the Department also provides contracted emergency services to 65 square miles of the unincorporated Sonoma County including Fitch Mountain, the lower Dry Creek Valley and the Westside Road and Mill Creek area.

Fire Prevention

The Fire Prevention division is administered by the Fire Marshal and promotes a safer community through hazard mitigation, fire code enforcement, fire investigation, community education and management of hazardous materials regulations, and the management of fire risk, especially in the wildland/urban interface. Major activities include project reviews, conducting plan checks and inspection of new construction and fire protection systems, conducting Fire Safety Education programs and inspection of target hazards.

Emergency Medical Services

The Department performs rescue work and provides emergency medical services to ill and injured persons. Staff is dispatched to all life-threatening emergencies and maintains certification as Emergency Medical Technician I. Enhanced services include Early Defibrillators on all apparatus, Naxalone administration, Epinephrine administration and Pulse Oximetry.

Hazardous Materials/CUPA

The department has been authorized as a Certified Unified Program Agency by the State Secretary for Environmental Protection to regulate six hazardous materials and waste programs within the Cities of Healdsburg and Sebastopol through a Joint Powers Agreement. These programs are administered by the Division Chief/Fire Marshal.

Disaster Planning

The Fire Department is responsible for developing comprehensive disaster response plans for the City and for providing coordination of all public and private services responding to emergency situations. The Fire Department is also working with numerous community groups to assist in developing Citizens Organized to Prepare for Emergencies and other community preparedness programs.

FIRE

MAJOR DEPARTMENTAL TASKS COMPLETED FISCAL YEAR 2020-21 and 2021-22

- ☑ Replaced all department wildland radios with the new Cal Fire standard radio
- ☑ Updated the City of Healdsburg Emergency Operations Plan
- ☑ Conducted thousands of hours of reserve and full-time staff training
- ☑ Hosted 4 blood drives at the Fire Station for Vitalant
- ☑ Obtained \$914,000 grant from the Coastal Conservancy for fuels management
- ☑ Completed prescribed burn at the Fitch Mountain Villas
- ☑ Worked with Cal-Fire on fuels reduction on Fitch Mountain and the Open Space
- ☑ Replaced all Self-Contained breathing apparatus bottles
- ☑ Designed and ordered new ladder truck for the department
- ☑ Continued shared Battalion 6 program with other North County departments
- ☑ Renewed Sotoyome/Fitch Mountain contract for services
- ☑ Continued involvement with COPE groups in the Healdsburg area
- ☑ Participated in first ever 'Women in Public Safety Day'
- ☑ Held ecological grazing workshop at the Villa Chanticleer
- ☑ Enhanced bi-lingual outreach
- ☑ Submitted FEMA grant for new SCBA's

MAJOR DEPARTMENTAL GOALS FOR FISCAL YEAR 2022-23 and 2023-24

- ◆ Complete construction of Fire Substation
- ◆ Continue shared Battalion 6 coverage with Geyserville and Cloverdale
- ◆ Complete Community Wildfire Protection Plan
- ◆ Continue fuels reduction projects on Fitch Mountain and Open Space
- ◆ Recruit and train additional Reserve Firefighters
- ◆ Continue integration of Region 6 agencies: Training, Ops and Prevention
- ◆ Continue to improve department exercise and fitness program/peer support development
- ◆ Train more Hazardous Material Technicians, prevention specialists and rescue technicians
- ◆ Work with the City in developing a written succession plan
- ◆ Explore grant writing options
- ◆ Increase overall training hours for fire suppression personnel with an emphasis on personnel safety and operational readiness
- ◆ Continue to work closely with other Sonoma County fire agencies to pursue shared service opportunities
- ◆ Continue to work with Santa Rosa Junior College Fire Technology internship program
- ◆ Continue to assist with Santa Rosa Junior College Fire Academy

FUTURE OBJECTIVES

Staff will continue to work on career development and succession planning. This includes training for all Firefighters to have the ability to fill in as Engineers and all Engineers trained to fill in as Captain. In addition, Captains will continue to work on Chief Officer certification. Due to the pandemic, the department has not brought on any new Reserve Firefighters in over two years and lost a number of personnel to other departments or due to attrition. Staff will be working to rebuild the Reserve program. Healdsburg Fire Department will continue to explore shared services opportunities with Northern Sonoma County Fire and Sonoma County Fire District. Lastly, with the community focused on fire protection and fuels management, HFD will continue to aggressively work on weed abatement, vegetation management on the Ridge and Fitch Mountain using the Coastal Conservancy grant.

FIRE

STATISTICS

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Stations	1	1	1	1
Employees (full-time)	12	13	13	13
Employees (reserves)	21	17	22	18
Mutual aid neighboring agencies	179	186	149	112
Mutual aid to State of California for major wildland fires with Healdsburg resources	6	10	5	2
Sotoyome and Fitch Mountain fire services contract area calls	251	293	321	227
Overlapping incidents	241	222	137	349
Fire inspections	460	338	315	873
Fire code and hazardous materials inspections	109 CUPA 268 Fire Code	97 CUPA 275 Fire Code	31 CUPA 159 Fire Code	344 CUPA 529 Fire Code
Public education hours	Over 250	Over 250	Over 250	Over 250
CPR classes taught	12	12	12	12

Fire Incidents

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Structure/Vehicle Fires	39	29	36	25
Vegetation/Debris fires	48	35	29	52
Medical Aid & Rescue	818	801	810	926
Hazardous Materials/ Conditions	99	126	73	170
Public assists/Service Calls	189	132	157	43
Good intent calls	20	10	7	408
Illegal burns	5	12	12	2
Fire alarms	138	163	142	133
Other/Misc. Calls	363	347	331	72
Total Fire Incidents	1,719	1,655	1,597	1,831

**General Fund
Fire Department**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
EXPENDITURES					
Wages	\$ 1,539,019	\$ 1,460,490	\$ 1,240,460	\$ 1,558,952	\$ 1,626,135
Fringe Benefits	1,401,552	1,116,328	1,547,520	1,518,922	1,609,023
Reserves	162,411	111,000	137,907	111,000	111,000
Overtime	321,395	160,000	234,901	160,000	160,000
Other Employee Related Expenses	522	6,700	6,850	6,500	6,500
Pre Employment Expenses	-	-	-	3,000	3,000
Contracted Services	87,617	149,935	197,347	89,935	89,935
Contracted Services - Grant Reimbursed	-	530,000	413,248	531,761	-
Property Services	17,652	18,500	19,396	19,000	19,000
Personal Protective Equipment	43,149	38,000	39,738	38,000	38,000
Equipment	23	-	6,157	800	800
Government Fees	-	30	53	-	-
Service Fees	443,600	488,220	488,220	558,614	589,042
Replacement Fees	-	-	-	75,000	75,000
Telecommunication & Data Services	11,430	9,000	13,311	14,000	14,000
Printing and Binding	-	1,000	20	-	-
Supplies	12,257	9,000	6,054	10,500	10,500
Meetings, Travel, & Training	10,219	30,500	15,000	25,000	25,000
Memberships and Dues	9,139	9,412	8,000	10,000	7,000
Operational Expense	69,020	55,000	57,621	55,000	55,000
Bad Debt Expense	708	-	-	-	-
Total Expenditures	\$ 4,129,713	\$ 4,193,115	\$ 4,431,803	\$ 4,785,984	\$ 4,438,935

**General Fund
Non-departmental**

FY 21-22

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
EXPENDITURES					
Transfers out - General Capital Replacement Fund	86,264	259,722	219,722	233,157	242,943
Transfers out - General Debt Service Fund	242,371	250,241	250,241	378,672	-
Transfers out - Tree Mitigation Fund	20,000	-	-	-	-
Transfers out - Community Services Fund	60,000	-	-	-	-
Transfers out - Vehicle Services Fund	-	397,655	397,655	348,333	348,333
Transfers out - Public Safety Fund	-	30,000	30,000	-	-
Transfers out - Planning Fund	-	250,000	250,000	-	-
Transfers out - Water Fund	-	130,000	-	130,000	-
Transfers out - Steets Capital Project Fund	-	867,968	17,968	1,794,000	472,788
Transfers out - Streets Fund	137,459	537,459	537,459	137,459	137,459
Additional Pension Contribution	-	200,000	200,000	-	-
Insurance	466,041	583,340	583,340	573,621	632,325
Overhead Allocation	(3,182,308)	(3,182,308)	(3,182,308)	(3,378,607)	(3,513,751)
Total Expenditures	\$ (2,170,173)	\$ 324,077	\$ (695,923)	\$ 216,635	\$ (1,679,904)



PUBLIC WORKS

PUBLIC WORKS

The Public Works Department is comprised of engineering services and maintenance services. Engineering services reviews entitlements and plans for new development projects, develops and manages capital improvement and replacement infrastructure projects, provides inspection services for private and public construction projects, oversees consultant contracts, and provides engineering guidance to maintenance services and other City departments. Engineering is also responsible for the oversight of municipal airport and the garbage franchise agreement.

Maintenance services performs the maintenance of the City's water distribution system, wastewater collection system, storm drainage system, traffic signals, traffic striping, sidewalks and streets with in-house forces and third-party contracts.

The operational budget for each of the funds, Streets, Water, Wastewater, Drainage and Airport, support the basic day-to-day business functions as well as provide for near and long-term capital reconstruction and replacement projects.

DISTRIBUTION AND COLLECTION

Public Works maintains approximately 60 miles of water pipelines 8.5 miles of recycled water pipeline and approximately 54 miles of sewer pipelines. The average age of these water and sewer systems is in excess of 60 years.

Staff inspects and maintains the sewer collection system on a frequent basis as a preventative measure. This includes routine flushing of sewer lines, non-intrusive inspection through use of the City's camera van, repairs to failed piping and associated underground facilities, and emergency response to sanitary sewer overflows.

Water system work functions include maintaining system water quality by way of flushing, servicing of fire hydrants for emergency readiness, replacement of aging water meters, repair and/or replacement of water services and emergency response and repair of water leaks and breaks.

STREETS

The City's approximate 47 miles of street are swept at least weekly by Recology through the City's garbage collection franchise agreement.

Major maintenance of street pavements is done annually. Prior to Measure V approximately 5% of the overall system was treated each year. With Measure V funding, this amount has increased which resulted in a gradual improvement of the City's pavement system. Minor pavement repairs are accomplished through an annual maintenance contract. Repairs to sidewalks are done through an annual maintenance contract and ADA ramp improvements are done annually through the capital improvement program.

STORM DRAINS AND FLOOD CONTROL

The City's storm drain and flood control system consists of approximately 32 miles of pipelines and 15 miles of creeks and open ditches. The Municipal Separate Storm Sewer System (MS4)

PUBLIC WORKS

permit requires Public Works to maintain catch basins, storm drain inlets, as well as open channels, detention basins, and other conveyance structures on a regular basis to remove larger pollutants such as trash, debris and sediment on a regular basis. The City's storm drain inlets are labeled/stenciled with a "No Dumping" message, and damaged labels/stencils are replaced. Other requirements of the MS4 Permit include inspections, monitoring, and implementation of best management practices for construction and other activities within the City; public outreach; and training of City staff involved with municipal operations and maintenance to protect storm water quality.

MAJOR DEPARTMENT TASKS COMPLETED FOR FY 2020-21 and FY 2021-22

- ☑ Completed construction of the Healdsburg Avenue at Memorial Beach Crosswalk Enhancements
- ☑ Completed the Center Street Sidewalk Repairs
- ☑ Completed the West Grant Street Water Main Repair Project
- ☑ Completed the Borel Road Tree Removals
- ☑ Completed the College Street Sewer and Water Replacement Project
- ☑ Completed the Highland Circle to Scenic Lane Waterline Extension Project
- ☑ Completed the Foss Creek Pathway Segments 7 and 8 Project
- ☑ Completed design of the Healdsburg Avenue Sewer Replacement Project
- ☑ Completed the Wayfinding Sign Project along the Foss Creek Pathway
- ☑ Completed the Inundation Study and Emergency Action Plan for the Foss Creek North Area Dam
- ☑ Completed Local Roadway Safety Plan
- ☑ Completed Vision Zero Plan
- ☑ Completed City-Wide Radar Enforceable Speed Survey Update
- ☑ Reviewed and received approval of Comstock Village and ENSO Senior Living Complex Improvement Plans
- ☑ Completed oversight and public works inspection for majority of Mill District Subdivision, Arden Subdivision and RiverHouse Subdivision
- ☑ Completed review and approval of the following minor subdivisions: Old Rossi II, 109 Paul Wittke, 212 Tucker Street and 540/544 Tucker Street

MAJOR DEPARTMENTAL GOALS FOR FY 2022-23 and FY 2023-24

- ◆ Continue annual pavement maintenance
- ◆ Continue to make ADA compliant pedestrian improvements
- ◆ Complete the Airport Pavement Maintenance Management Plan
- ◆ Complete the Airport Taxiways A2, A3 & A5 Reconfiguration and Rehabilitation of Lighting and Signage Project
- ◆ Complete the Front Street Pedestrian and Bicycle Improvements Project
- ◆ Complete the Community Development Block Grant - Curb Ramp Improvements Project
- ◆ Complete the design for the Grove Street Neighborhood Plan Implementation
- ◆ Complete the design for the March Avenue Reconstruction Including Pedestrian Crossing Upgrades at Lupine Road Project
- ◆ Complete design the Healdsburg Avenue Complete Streets Project

PUBLIC WORKS

- ◆ Complete construction of the Fire Substation
- ◆ Continued implementation the MS4 permit requirements
- ◆ Complete the design of the Brown Street Sewer and Water Main Replacement Project
- ◆ Complete the update of the Public Works Standard Specifications and Engineering Design Standards
- ◆ Implement an Electric Bike Share Pilot Program
- ◆ Complete the migration to using EnerGOV for encroachment permit applications.
- ◆ Pursue Grant Funding opportunities through the Highway Safety Improvement Program

STREETS FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ (1,594,409)	\$ 438,662	\$ 438,662	\$ (913,503)	\$ (1,035,095)
REVENUES					
Measure M	\$ 121,108	\$ 113,465	\$ 138,019	\$ 141,469	\$ 145,006
Grant Proceeds	47,014		21,347		
Interest Income	24,538	2,813	5,179	2,557	2,557
Other Revenues	91,921	148,246	174,858	100,000	100,000
Engineering & Inspection Fees	139,504	250,000	140,000	150,000	150,000
Transfers in - Measure T	-	30,000	30,000	-	903,788
Transfers in - Tree Mitigation Fund	-	-	-	8,675	-
Transfers in - Street Development Fees	175,000	-	-	-	-
Transfers in - Water Development Fees	197,872	-	-	-	-
Transfers in - Wastewater Development Fees	1,642,133	-	-	-	-
Transfers in - Drainage Development Fees	494,681	-	-	-	-
Transfers in - Gas Tax	500,000	500,000	500,000	350,000	500,000
Transfers in - General Fund	137,459	137,459	537,459	487,459	137,459
Total Revenues	\$ 3,571,229	\$ 1,181,983	\$ 1,546,861	\$ 1,240,160	\$ 1,938,810
EXPENDITURES					
Wages	\$ 271,942	\$ 356,388	\$ 275,457	\$ 440,086	\$ 463,015
Overtime & Standby Pay	11,873	9,700	11,753	12,000	12,200
Fringe Benefits	236,005	200,838	253,747	177,549	187,215
Other Employee Related Expenses	7,016	1,200	2,050	2,230	2,730
Personal Protective Equipment	2,184	2,700	2,441	2,700	2,800
Information Services Service Fee	77,994	84,531	84,531	120,415	123,556
Building Maintenance Service Fee	23,559	23,521	23,521	32,229	39,843
Vehicle Service Fee	70,214	71,785	71,785	76,199	78,750
Vehicle Replacement Fee	50,000	50,000	50,000	-	-
Insurance	70,612	88,384	88,384	28,122	31,089
Telecommunication & Data Services	4,699	5,000	4,500	5,000	5,000
Land, Building, Vehicles and Equipment	-	-	-	-	-
Utility Services	24,520	24,000	26,200	26,500	27,000
Contracted Services	305,105	180,000	140,000	150,000	150,000
Legal	16,988	-	656	-	-
Meeting, Travel, and Training	502	4,700	854	4,200	4,400
Repairs and Maintenance	115,263	100,000	98,000	100,000	115,000
License, Dues & Memberships	334	5,000	450	500	500
Rentals and Leases	298	6,800	6,540	6,800	6,800
Construction Services	-	-	-	-	-
Office Supplies	713	1,200	1,366	1,400	1,400
Noticing	-	1,100	2,128	2,200	2,200
Government Fees	8,399	15,750	8,713	9,200	9,600
Operational Expense	20,767	82,000	35,000	30,000	30,000
Overhead Allocation	191,038	191,038	191,038	191,564	199,227
Transfers out - General Debt Service Fund	28,131	29,044	29,044	17,857	-
Transfers out - Streets Capital Projects Fund	-	1,490,868	1,490,868	-	-
Reimbursement - Staff Time to CIP Projects	-	-	-	(75,000)	(75,000)
Total Expenditures	\$ 1,538,158	\$ 3,025,547	\$ 2,899,026	\$ 1,361,751	\$ 1,417,325
Ending Fund Balance	\$ 438,662	\$ (1,404,902)	\$ (913,503)	\$ (1,035,095)	\$ (513,609)
Change in Fund Balance	\$ 2,033,071	\$ (1,843,564)	\$ (1,352,165)	\$ (121,591)	\$ 521,485

**STREETS CAPITAL PROJECTS FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Current Expense		
Beginning Fund Balance	\$ 746,053	\$ (1,184,936)	\$ (1,184,936)	\$ 203,330	\$ 34,795
REVENUES					
Sales Tax-Measure M	748,276	\$ -	1,091,724	\$ -	\$ -
Developer Contribution	-	-	-	685,000	-
Other Revenue	73,959	-	-	-	-
Federal Grant	-	-	-	-	-
Local Grant	10,000	-	-	1,307,500	-
State Grant	-	630,000	-	30,000	125,000
Transfers in - General Fund (ARPA)	-	867,968	17,968	1,444,000	472,788
Transfers in - Measure T	351,006	242,032	255,628	350,000	551,212
Transfers in - Bond	-	85,523	320,000	85,523	-
Transfers in - Traffic Congestion Relief	-	42,368	-	42,368	-
Transfers in - Streets Fund	-	1,490,868	1,490,868	-	-
Transfers in - Gas Tax	52,785	-	-	-	-
Transfers in - RMRA	-	236,104	-	671,208	236,000
Transfers in - Drainage Development	679,855	-	-	-	-
Transfers in - Park Dedication	4,276	-	120,724	-	-
Total Revenues	\$ 1,920,157	\$ 3,594,863	\$ 3,296,912	\$ 4,615,599	\$ 1,385,000
EXPENDITURES					
Five-way Roundabout	\$ 2,535,141	\$ -	\$ -	-	\$ -
Grant St Railroad Crossing Improvement	3,280	-	-	-	-
Pavement Overlay	1,935	-	-	-	-
US 101 & Dry Creek Intersection Interim Improvements	4,808	-	-	-	-
Foss Creek Pathway Phase 7 and 8	1,236,371	1,748,726	1,681,688	-	-
Sidewalk Repair and Gap Closure	68,115	75,600	211,045	-	-
CDBG - Curb Ramp Improvements	1,497	-	-	459,000	-
Front Street Sidewalk Project	-	30,000	50	565,000	-
FY 21-22 Concrete Maintenance	-	312,291	15,862	296,426	-
Healdsburg Avenue Improvement Study	-	600,000	-	1,000,000	-
E-bike Share Pilot Program	-	-	-	290,000	-
Ward Street Neighborhood Revitalization Project	-	-	-	42,500	-
Citywide Bike System Improvements	-	-	-	10,000	-
Grove Street Neighborhood Plan Implementation	-	-	-	350,000	-
Healdsburg Avenue/Mill District Connectivity	-	-	-	120,000	-
Pavement Preventive Maintenance	-	1,086,104	-	1,521,208	1,000,000
Sidewalk Repair	-	-	-	130,000	150,000
March Avenue Reconstruction	-	-	-	-	235,000
Total Expenditures	\$ 3,851,147	\$ 3,852,721	\$ 1,908,645	\$ 4,784,134	\$ 1,385,000
Ending Fund Balance	<u>\$ (1,184,936)</u>	<u>\$ (1,442,795)</u>	<u>\$ 203,330</u>	<u>\$ 34,795</u>	<u>\$ 34,795</u>
Change in Fund Balance	\$ (1,930,990)	\$ (257,858)	\$ 1,388,267	\$ (168,535)	\$ -

DRAINAGE FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	(1,017,469)	\$ (927,657)	\$ (927,657)	\$ (952,587)	\$ (982,613)
REVENUES					
Utility Service Charges	\$ 741,491	\$ 725,000	\$ 753,332	\$ 755,000	\$ 760,000
Interest Income	15,830	-	4,066	2,008	2,008
Other Revenues	15,717	1,000	9,711	-	-
Total Revenues	\$ 773,037	\$ 726,000	\$ 767,109	\$ 757,008	\$ 762,008
EXPENSES					
Wages	\$ 213,218	\$ 271,916	\$ 210,151	\$ 305,634	\$ 321,043
Overtime & Standby Pay	8,375	9,700	9,500	9,700	9,900
Fringe Benefits	171,102	230,510	176,564	119,754	126,370
Other Employee Related Expenses	643	1,300	957	1,300	1,300
Personal Protective Equipment	1,346	2,900	2,519	3,000	3,200
Information Services Service Fee	38,828	42,083	42,083	58,279	59,282
Insurance	11,122	13,922	13,922	18,694	20,412
Telecommunication & Data Services	705	800	600	800	800
Utility Services	726	950	682	950	950
Contracted Services	42,658	66,000	91,000	66,000	66,000
Meetings, Travel, & Training	1,021	3,600	1,300	3,600	3,600
Repairs and Maintenance	44,573	49,000	80,000	50,000	50,000
License, Dues & Memberships	496	17,000	1,300	1,300	1,300
Rentals and Leases	5,959	13,000	11,000	13,000	13,000
Office Supplies	24	3,000	120	500	500
Government Fees	13,795	12,900	12,900	13,000	13,000
Operational Expense	6,000	17,000	14,000	16,000	17,000
Debt Service	24,796	25,601	25,601	-	-
Reimbursement - Staff Time to CIP Projects	-	-	-	(20,000)	(20,000)
Overhead Allocation	97,840	97,840	97,840	100,522	104,543
Transfers out - Wastewater Capital Replacement F	-	-	-	25,000	-
Total Expenses	\$ 683,225	\$ 879,022	\$ 792,039	\$ 787,033	\$ 792,200
Ending Working Capital	\$ (927,657)	\$ (1,080,679)	\$ (952,587)	\$ (982,613)	\$ (1,012,805)
Change in Working Capital	\$ 89,812	\$ (153,022)	\$ (24,930)	\$ (30,025)	\$ (30,192)

AIRPORT FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 248,011	\$ 203,787	\$ 203,787	\$ 270,373	\$ 212,071
REVENUES					
Federal Grant - FAA	\$ -	\$ 45,000	\$ 62,985	\$ -	\$ -
State Grants	-	10,000	-	-	-
Fuel Sales	100,232	140,000	124,883	125,000	125,000
Airport Hanger Leases	99,597	95,000	102,349	119,026	131,892
Aircraft Tiedowns	1,462	-	670	1,920	2,160
Airport Building Concessions	48,392	47,500	50,273	57,814	66,486
Airport Ground Leases	43,141	42,500	50,275	52,084	54,254
Charges for Services	1,716	-	1,781	2,410	2,410
Interest Income	859	384	740	-	-
Other Revenues	20,329	100	4,296	100	100
Fees & Charges	-	-	-	-	-
Total Revenues	\$ 315,728	\$ 380,484	\$ 398,252	\$ 358,353	\$ 382,302
EXPENSES					
Wages	\$ 15,588	\$ 18,774	\$ 14,251	\$ 13,453	\$ 14,099
Fringe Benefits	14,466	11,355	13,472	4,792	5,015
Building Maintenance Service Fee	9,892	9,800	9,800	-	-
Insurance	5,081	5,500	5,500	9,981	11,724
Telecommunication & Data Services	2,225	2,100	2,562	3,000	3,500
Utility Services	9,592	6,600	9,947	10,000	11,000
Contracted Services	38,298	100,000	64,161	109,000	125,000
Repairs and Maintenance	6,962	17,000	7,500	35,000	40,000
Rentals and Leases	-	2,500	-	2,500	3,000
Office Supplies	-	500	-	500	500
Government Fees	4,150	1,575	1,314	2,500	3,000
Operational Expense	122,128	165,000	125,554	145,000	155,000
Overhead Allocation	73,974	73,974	73,974	43,139	44,865
Reimbursement - Staff Time to CIP Projects	-	-	-	(4,000)	(4,000)
Transfers out - Airport Capital Replacement Fund	56,500	72,000	2,500	40,940	4,510
Transfers out - Debt Service Fund	1,095	1,131	1,131	850	-
Total Expenses	\$ 359,952	\$ 487,809	\$ 331,666	\$ 416,655	\$ 417,213
Ending Working Capital	\$ 203,787	\$ 96,462	\$ 270,373	\$ 212,071	\$ 177,160
Change in Working Capital	\$ (44,224)	\$ (107,325)	\$ 66,586	\$ (58,302)	\$ (34,911)

AIRPORT CAPITAL REPLACEMENT FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ (135,282)	\$ 385	\$ 385	\$ 1,510	\$ 1,510
REVENUES					
Federal Grant - FAA	\$ 97,589	\$ 85,500	\$ 23,625	\$ 652,060	\$ 77,490
Transfers in - Airport Fund	56,500	9,500	2,500	40,940	4,510
Total Revenues	\$ 154,089	\$ 95,000	\$ 26,125	\$ 693,000	\$ 82,000
EXPENSES					
Airport Fencing Design and Installation	\$ 18,423	\$ -	\$ -	\$ -	\$ -
Airport Pavement Maintenance Management Plan	-	95,000	25,000	85,000	-
Airport Taxiways A2, A3 & A5 Reconfiguration	-	-	-	608,000	-
Airport North Apron Reconstruction	-	-	-	-	82,000
Total Expenses	\$ 18,423	\$ 95,000	\$ 25,000	\$ 693,000	\$ 82,000
Ending Working Capital	\$ 385	\$ 385	\$ 1,510	\$ 1,510	\$ 1,510
Change in Working Capital	\$ 135,667	\$ -	\$ 1,125	\$ -	\$ -



UTILITIES

UTILITY DEPARTMENT

The City's Municipal Utility Department oversees the maintenance and operation of the City's Electric, Water and Wastewater systems. Oversight includes the design, construction, and maintenance of the electric distribution system; drinking water production and treatment; wastewater treatment, discharge, and recycled water reuse; review of new developments and entitlements, planning of capital and replacement projects. Utility Department staff additionally support the City's water and energy conservation programs, as well as all regulatory programs that include compliance with the State's Water Resources Control Board regulations related to the production, distribution, collection, and treatment of water, wastewater, and recycled water; the State's Cap & Trade program; State's Renewable Energy Standards, and various other regulatory requirements.

The operational budget for each of the funds, Water, Wastewater, and Electric, support basic day-to-day functions, as well as provide for near- and long-term capital reconstruction projects. Present focus is on regulatory compliance and continual re-investment and planning for the reconstruction of infrastructure. The City's Utility Department is primarily focused on regulatory compliance and maintaining service reliability to meet the community's current and future utility service needs.

WATER

The water division produces, treats, and delivers potable water throughout the City including providing wholesale water service to residents of Fitch Mountain. To do so, utility staff maintain three well sites, a filtration plant, storage tanks, and booster pumps throughout the city. For FY 2022-23 and 2023-24, the water department is planning to continue its focus on regulatory requirements, build water supplies to mitigate the effects of drought, and recover contingency reserves and capital replacements funds to support future capital replacements. Staff will continue to promote citywide water conservation as conservation builds drought resilience for our community.

WASTEWATER

The wastewater division is responsible for water reclamation (wastewater treatment), discharge of treated wastewater, and promoting beneficial reuse of the City's recycled water. City staff inspect and maintain the sewer system on a frequent basis as a preventative measure. The City continues to plan and construct expansions of the recycled water distribution system with the new budget cycle focused on bringing recycled water into the City limits.

ELECTRIC

The City's electric division provides electric services to the City through a network of high voltage lines. To keep these lines in working order requires routine inspections, reconstruction of deteriorated facilities, and system upgrades to meet the City's increasing usage. For FY 2022-23

UTILITY DEPARTMENT

and 2023-24, the focus will continue to be on routine maintenance inspection, planned facility replacements, and the further leveraging of data provided by the advanced metering system. Additionally, the Electric division will focus on wildfire mitigation work that lessens the risk of wildfires. In addition to ongoing maintenance and system reliability work, staff will continue efforts to construct new electric services associated with new housing and other developing properties.

MAJOR DEPARTMENT TASKS COMPLETED FOR FY 2020-21 and 2021-22

- ☑ Continued to operate and maintain safe and reliable water, wastewater, and electric services through the pandemic
- ☑ Completed expansion of the recycled water system to meet the regulatory obligations to not discharge treated wastewater during the summer months
- ☑ Completed the interconnection and construction of the three mega-watt floating solar array
- ☑ Applied for and received a \$7.1 million dollar grant to construct a municipal recycled water pipeline
- ☑ Completed a feasibility study for the construction of three Aquifer Storage and Recovery Wells
- ☑ Complete the Underground Utility District along Healdsburg Ave and Mill Street.
- ☑ Completed a large reconductor project within the fire area, strengthening overhead powerlines within the high fire risk area
- ☑ Completed the Badger Substation bus rebuild project, improving the reliability of Healdsburg electric system
- ☑ Provided substantial utility discounts during COVID and updated the electric low-income discount to allow more Healdsburg customers to qualify
- ☑ Helped the community through historically low water supplies and restrictive water mandates and lead the state in water conservation.
- ☑ Implemented an electronic Computerized Maintenance Management System (CMMS) to improve tracking and completion of maintenance work
- ☑ Completed the 2020 Urban Water Management Plan, updating long term forecasts of water supply and water demands
- ☑ Executed contracts to continue contracting of carbon-free energy from the Western Area Power Administration through 2054 and executed a new contract for hydro-electric generation on the South Feather River.
- ☑ Help facilitate and construct new electric charging infrastructure for the Healdsburg Unified School District's electric buses.

MAJOR DEPARTMENTAL GOALS FOR FY 2022-23 and 2023-24

- ◆ By using grant moneys, to complete final design and begin construction on the municipal recycled water pipeline

UTILITY DEPARTMENT

- ◆ Continue to seek grant funding for the construction of new water supply projects including the aquifer storage and recovery wells
- ◆ Expand City owned and operated public EV charging stations, locating public EV charging stations at several City owned parking areas.
- ◆ Replace the Gauntlett communication tower
- ◆ Design and construct electric services for several housing and development projects throughout Healdsburg
- ◆ Implement a successor program for the 2019 building cycle's reach code
- ◆ Continue to build upon and enhance the City's utility wildfire mitigation measures
- ◆ Continue the City's efforts on utility related GHG emissions reductions, energy efficiency, and water conservation programs

FUTURE OBJECTIVES

- Continue to demonstrate leadership in regulatory compliance and the meeting of community service expectation
- Continue to identify and complete viable and economic capital improvement projects
- Continue to promotion economical recycled water reuse to minimize the need for surface and ground water pumping
- Continue to leverage the City's energy efficiency and water conservation programs to reduce the community's greenhouse gas emissions

STATISTICS

Water Utility

	FY 2020-21	FY 2021-22
Service Connections	4,526	4,553*
Water Sold (MG)	636.7	385.9*

Wastewater Utility

	FY 2020-21	FY 2021-22
Service Connections	4,846	4,887*
Wastewater Collected (MG)	288.2	297.8*

Electric Utility

	FY 2020-21	FY 2021-22
Service Connections	6,022	6,072*
Energy Sold (MWh)	73,977	72,312*

**Fiscal-year end estimates*

WATER FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 2,314,736	\$ 2,841,956	\$ 2,841,956	\$ 1,509,114	\$ 2,078,966
REVENUES					
Utility Usage	\$ 6,058,391	\$ 5,236,959	\$ 4,399,947	\$ 6,200,000	\$ 6,696,000
Development Fees	31,104	-	22,000	-	-
Other Revenues	20,337	16,500	31,825	10,000	10,000
Interest Income	82,178	19,563	22,514	30,797	30,797
State Grants	44,553	-	-	-	-
Fees & Charges	959	-	76,186	-	-
Transfer In - Water Impact Fee Fund	-	17,820	17,820	422,162	422,162
Transfer In - Water Debt Reserve Fund	-	-	-	205,375	-
Transfer In - General Fund	-	130,000	-	130,000	-
Transfer In - Measure T	-	475,000	475,000	-	-
Total Revenues	\$ 6,237,521	\$ 5,895,842	\$ 5,045,290	\$ 6,998,334	\$ 7,158,959
EXPENSES					
Wages	\$ 1,205,426	\$ 1,538,492	\$ 1,252,964	\$ 1,661,179	\$ 1,745,663
Overtime & Standby Pay	81,171	83,208	82,454	101,000	104,960
Fringe Benefits	1,129,776	903,640	1,085,618	896,274	946,813
Other Employee Related Expenses	5,005	4,300	7,131	7,600	7,600
Personal Protective Equip	11,300	16,400	12,847	10,300	10,592
Information Services Service Fee	168,069	181,356	181,356	195,660	203,944
Building Maintenance Service Fee	50,950	51,075	51,075	76,371	93,657
Vehicle Service Fee	98,743	117,637	117,637	136,056	140,609
Vehicle Replacement Fee	100,000	100,000	100,000	-	26,000
Insurance	104,152	130,367	130,367	148,462	165,964
Telecommunication & Data Services	21,595	22,470	20,500	22,672	23,000
Bank Fees	45,403	35,000	48,489	50,429	52,446
Utility Services	272,380	280,000	215,000	280,000	290,000
Property Tax	-	1,000	-	-	-
Contracted Services	83,794	700,820	156,000	203,000	74,800
Legal	-	-	57,950	90,000	40,000
Meeting, Travel, & Training	5,786	12,100	5,796	11,700	11,980
Printing	2,512	6,500	5,500	7,500	7,500
Repairs and Maintenance	207,997	130,461	201,000	196,712	199,780
License, Dues & Memberships	3,797	4,750	5,300	5,300	5,300
Rentals and Leases	952	5,300	14,735	5,800	5,800
Equipment	-	-	-	422,161	422,161
Office Supplies	7,677	7,200	5,800	7,800	6,650
Noticing	-	300	-	300	300
Government Fees	28,805	28,700	30,500	80,300	83,500
Operational Expense	348,386	372,140	295,000	351,000	367,000
Conservation & Energy Rebates	52,527	65,000	720,000	40,000	45,000
Debt Service	1,030,326	1,058,279	1,058,279	947,020	946,390
Overhead Allocation	438,396	438,396	438,396	526,075	547,118
Reimbursement - Staff Time to CIP Projects	-	-	-	(75,000)	(75,000)
Transfers out - General Capital Replacement Fund	-	-	53,844	22,812	-
Transfers out - Information Services Fund	-	24,594	24,594	-	-
Transfers out - Water Debt Reserve	205,375	-	-	-	-
Total Expense	\$ 5,710,301	\$ 6,319,485	\$ 6,378,132	\$ 6,428,483	\$ 6,499,527
Ending Working Capital	\$ 2,841,956	\$ 2,418,313	\$ 1,509,114	\$ 2,078,966	\$ 2,738,398
Reserve Policy	1,376,232	1,573,723	1,574,924	1,601,418	1,624,882
Remaining Working Capital	\$ 1,465,724	\$ 844,590	\$ (65,809)	\$ 477,548	\$ 1,113,517
Change in Working Capital	\$ 527,220	\$ (423,643)	\$ (1,332,842)	\$ 569,852	\$ 659,432

Reserve Policy:
Resolution 51-2022
25% of operating expenses

WATER DEBT RESERVE FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 205,375	\$ 205,375	\$ 205,375	\$ 205,375	\$ -
<u>REVENUES</u>					
Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -
<u>EXPENDITURES</u>					
Transfers out - Water Fund	\$ -	\$ -	\$ -	\$ 205,375	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ 205,375	\$ -
Ending Fund Balance	\$ 205,375	\$ 205,375	\$ 205,375	\$ -	\$ -
Change in Fund Balance	\$ -	\$ -	\$ -	\$ (205,375)	\$ -

**WATER CAPITAL REPLACEMENT FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	2,199,489	\$ 769,895	\$ 769,895	\$ 1,537,545	\$ 1,050,343
REVENUES					
Interest Income	\$ (15,714)	\$ 5	\$ -	\$ -	\$ -
State Grants	\$ -	\$ -	\$ -	\$ 1,082,984	\$ 3,917,016
Transfers in - Water Development Impact Fees Fund	108,991	609,016	1,179,016	-	40,833
Transfers in - Wastewater Development Impact Fees Fund	186,322	-	-	-	-
Transfers in - Wastewater Fund	633,774	118,200	-	-	-
Transfers in - Gas Tax Fund	572,540	-	-	-	-
Total Revenues	\$ 1,485,913	\$ 727,221	\$ 1,179,016	\$ 1,082,984	\$ 3,957,849
EXPENSES					
College Street Water Main Replacement	2,163,671	-	-	-	-
Fitch St Sewer and Water Replacement	(21,532)	-	-	-	-
Gauntlet/Iverson Reservoir Roof Repair/Replacement	729,858	-	-	-	-
Replacement Chlorine Generators at DC & WTP	43,510	-	-	-	-
McDonough Water Transmission Main Replacement	-	127,900	-	-	-
Well G-1 Inspection and Rehabilitation	-	90,041	35,000	-	-
Groundwater Supply Wells / ASR Project	-	109,016	55,110	-	-
Brown Street Sewer and Water Replacement	-	198,500	11,000	88,250	-
Dry Creek Water Treatment Plant Upgrades	-	506,500	-	252,669	-
Scenic Lane Water Main Replacement	-	-	310,257	-	-
UV Treatment of Cryptosporidium at Fitch	-	-	-	146,283	-
Municipal Recycled Water Pipeline	-	-	-	1,082,984	3,917,016
Healdsburg Ave Utility Replacements	-	-	-	-	73,500
Total Expenses	\$ 2,915,507	\$ 1,031,957	\$ 411,367	\$ 1,570,186	\$ 3,990,516
Ending Working Capital	\$ 769,895	\$ 465,159	\$ 1,537,545	\$ 1,050,343	\$ 1,017,676
Reserve Policy	-	1,000,000	1,000,000	1,000,000	1,000,000
Remaining Working Capital	\$ 769,895	\$ (534,841)	\$ 537,545	\$ 50,343	\$ 17,676
Change in Working Capital	\$ (1,429,594)	\$ (304,736)	\$ 767,649	\$ (487,202)	\$ (32,667)

Reserve Policy:
Resolution 51-2022

WASTEWATER FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 3,065,597	\$ 2,554,681	\$ 2,554,681	\$ 2,438,249	\$ 2,285,472
REVENUES					
Utility Usage	\$ 7,004,552	\$ 7,111,440	\$ 7,252,231	\$ 7,688,000	\$ 8,323,000
Interest Income	98,429	25,603	26,595	37,810	37,810
Other Revenue	31,597	22,000	27,000	10,000	10,000
Sale of Materials	10,000	-	-	-	-
Transfers in - Wastewater Development Impact Fees Fund	300,000	526,262	526,262	301,500	227,090
Transfers in - Drainage Fund	24,796	25,601	25,601	-	-
Total Revenues	\$ 7,469,374	\$ 7,710,906	\$ 7,857,689	\$ 8,037,310	\$ 8,597,900
EXPENSES					
Wages	\$ 1,321,403	\$ 1,746,281	\$ 1,284,348	\$ 1,875,913	\$ 1,972,693
Overtime & Standby Pay	98,010	55,462	99,317	87,400	89,920
Fringe Benefits	1,224,829	1,007,740	1,171,293	1,043,963	1,103,241
Other Employee Related Expenses	6,255	-	6,650	7,200	7,200
Personal Protective Equip	12,306	13,800	13,567	11,400	11,600
Information Services Service Fee	256,435	277,129	277,129	265,419	274,593
Building Maintenance Service Fee	76,352	153,320	153,320	133,772	99,700
Vehicle Service Fee	136,428	270,586	270,586	152,285	157,382
Vehicle Replacement Fee	100,000	100,000	100,000	-	-
Insurance	88,265	110,481	110,481	221,065	250,705
Telecommunication & Data Services	13,474	13,672	11,672	700	700
Land, Building, Vehicles and Equipment	-	76,000	42,000	301,500	227,090
Utility Services	536,040	410,000	540,600	540,000	560,000
Bank Fees	47,593	35,000	51,456	53,514	55,655
Contracted Services	223,038	239,389	256,129	168,800	171,600
Legal	99,932	-	30,000	200,000	-
Meeting, Travel, & Training	5,312	13,300	7,400	12,800	12,800
Repairs and Maintenance	299,108	325,296	514,789	174,900	178,200
License, Dues & Memberships	6,319	13,860	6,480	10,800	11,200
Rentals and Leases	2,160	13,800	16,200	7,300	7,500
Office Supplies	3,471	6,700	6,325	7,900	7,250
Noticing	-	1,550	1,000	2,350	2,350
Government Fees	30,240	22,000	30,000	34,200	35,500
Operational Expense	361,129	479,666	343,169	541,300	572,100
Debt Service	1,901,132	1,954,485	1,954,485	1,791,050	1,791,350
Overhead Allocation	497,286	497,286	497,286	596,743	620,613
Reimbursement - Staff Time to CIP Projects	-	-	-	(75,000)	(75,000)
Transfers out - General Capital Replacement Fund	-	-	53,844	22,812	-
Transfers out - Information Services Fund	-	24,594	24,594	-	-
Transfers out - Water Capital Replacement Fund	633,774	118,200	-	-	-
Transfers out - Wastewater Capital Replacement Fund	-	500,000	100,000	-	-
Total Expense	\$ 7,980,290	\$ 8,479,597	\$ 7,974,120	\$ 8,190,087	\$ 8,145,942
Ending Working Capital	\$ 2,554,681	\$ 1,785,990	\$ 2,438,249	\$ 2,285,472	\$ 2,737,431
Contingency Reserve	1,836,629	1,959,201	1,948,921	2,041,819	2,036,485
Remaining Working Capital	\$ 718,052	\$ (173,211)	\$ 489,329	\$ 243,653	\$ 700,946
Change in Working Capital	\$ (510,916)	\$ (768,691)	\$ (116,431)	\$ (152,777)	\$ 451,958

Reserve Policy:
Resolution 51-2022
25% of operating expenses

**WASTEWATER AND DRAINAGE CAPITAL REPLACEMENT FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 2,800,907	\$ 2,443,389	\$ 2,443,389	\$ 1,441,181	\$ 1,073,019
REVENUES					
Interest Income	\$ (27,707)	\$ 33,015	\$ -	\$ -	\$ -
Other Revenue	113,363	113,313	113,881	113,313	113,313
Federal Grant	-	-	8,240	67,274	-
Transfers in - Wastewater Impact Fee Fund	-	275,000	275,000	-	27,500
Transfers in - Wastewater Fund	-	500,000	100,000	-	-
Transfers in - Drainage Fund	-	-	-	25,000	-
Transfers in - Drainage Impact Fee Fund	-	-	-	-	60,000
Total Revenues	\$ 85,656	\$ 921,328	\$ 497,121	\$ 205,587	\$ 200,813
EXPENSES					
Video Detection System	\$ 49,320	\$ -	\$ -	\$ -	\$ -
Relocate Force Mains	6,332	-	-	-	-
College Street Sewer and Water Replacement	4,482	-	-	-	-
Water Reclamation Facility Membranes & Accessories	185,008	196,690	-	-	-
Corporation Yard Vector Station and Pump Station	-	187,500	-	-	-
Heron Lift Station	-	130,000	-	-	-
Trash Capture Implementation Phase 1	-	100,000	-	-	-
Reroof Pump Shop	1,126	-	41,372	-	-
Healdsburg Ave Sewer Main Replacement	3,448	-	43,457	-	-
Recycled Water System Expansion	193,458	1,706,379	1,257,274	24,118	-
Brown Street Sewer and Water Replacement	-	-	11,000	88,250	-
Water Reclamation Facility Biosolids Modifications	-	200,000	113,266	211,970	-
Water Reclamation Facility Flood Mitigation	-	-	32,960	224,411	-
Chablis Road Drainage Channel Sediment Removal	-	-	-	25,000	-
Healdsburg Avenue Utility Replacements	-	-	-	-	150,000
Total Expenses	\$ 443,174	\$ 2,520,569	\$ 1,499,329	\$ 573,749	\$ 150,000
Ending Working Capital	\$ 2,443,389	\$ 844,148	\$ 1,441,181	\$ 1,073,019	\$ 1,123,832
Reserve Policy	-	1,000,000	1,000,000	1,000,000	1,000,000
Remaining Working Capital	\$ 2,443,389	\$ (155,852)	\$ 441,181	\$ 73,019	\$ 123,832
Change in Working Capital	\$ (357,518)	\$ (1,599,241)	\$ (1,002,208)	\$ (368,162)	\$ 50,813

Reserve Policy:
Resolution 51-2022

ELECTRIC FUND
FY 22-23 & FY 23-24 Biennial Budget

FY 21-22

	FY 20-21 Actual	Amended Budget	Estimated Year End	FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
Beginning Working Capital	\$ 21,399,431	\$ 21,829,784	\$ 21,829,784	\$ 17,899,471	\$ 16,158,563
REVENUES					
Utility Service Charges	\$ 12,056,256	\$ 12,832,108	\$ 12,429,468	\$ 12,553,763	\$ 12,679,300
Development Fees	21,328	-	8,868	-	-
Pole Contacts	33,545	102,000	99,375	-	-
Utility Service Discounts	169,902	130,000	80,000	84,000	90,000
Interest Income	216,041	144,098	69,036	148,518	148,518
Fees & Charges	10,181	-	42,258	-	-
Other Utility Customer Fees	(171)	12,000	745	-	-
Other Revenues	1,193,671	25,000	390,210	-	-
Sales of Materials	6,570	-	16,426	-	-
Federal Grant	2,610	-	-	-	-
Transfers in - Electric Public Benefit Fund	5,343	5,517	5,517	4,252	-
Total Revenues	\$ 13,715,276	\$ 13,250,723	\$ 13,141,904	\$ 12,790,533	\$ 12,917,818
EXPENSES					
Wages	\$ 1,353,516	\$ 1,691,382	\$ 1,462,802	\$ 1,915,893	\$ 2,006,486
Overtime & Standby Pay	76,345	144,300	108,000	113,900	114,000
Fringe Benefits	1,308,980	1,055,082	1,255,233	1,078,864	1,139,930
Other Employee Related Expenses	8,662	-	15,850	9,950	9,950
Pre Employment Expenses	27,750	-	-	-	-
Personal Protective Equipment	21,352	36,500	26,100	31,100	35,700
Electric Power Purchase	6,982,401	7,629,456	7,535,300	7,874,000	8,187,000
Contracted Services	340,307	505,000	372,500	405,000	365,000
Legal	-	-	20,000	20,000	20,000
Building Maintenance Service Fee	72,691	73,133	73,133	52,484	87,966
Information Services Service Fee	280,286	300,400	300,400	270,797	264,307
Vehicle Replacement Fee	150,000	150,000	150,000	351,148	259,230
Vehicle Service Fee	118,141	119,962	119,962	109,620	113,289
Repairs and Maintenance	1,563	40,000	5,500	14,000	14,000
Overhead General Capital	19,444	110,000	110,000	145,000	110,000
Underground General Capital	389,315	140,000	320,000	115,000	180,000
Operational Expense	65,626	90,000	75,400	49,000	54,500
Meters	84,458	80,000	80,000	72,000	78,000
Meeting, Travel, & Training	7,568	31,800	28,800	18,500	18,500
Printing	6,461	4,000	3,000	3,000	3,300
Insurance	86,291	108,128	108,128	160,930	180,565
Utility Services	16,416	21,000	21,400	19,200	19,200
Surplus Energy Purchase	51,191	66,950	68,325	50,000	52,000
License, Dues & Memberships	6,685	15,000	18,800	17,400	18,400
Rentals and Leases	6,866	9,000	8,000	8,000	8,500
Telecommunication & Data Services	13,606	17,200	15,600	15,550	15,550
Land, Building, Vehicles and Equipment	-	-	4,500	-	-
Office Supplies	3,809	6,000	4,000	3,000	3,000
Government Fees	1,449	3,500	2,000	1,900	2,000
Bank Fees	45,403	45,000	48,489	50,429	52,446
Debt Service	249,309	263,078	263,078	253,143	122,918
Bad Debt Expense	11,232	-	-	-	-
Over/Short	(3,292)	-	(35,803)	-	-
Overhead Allocation	743,634	743,634	743,634	892,361	928,055
Transfers out - General Fund	137,459	137,459	137,459	137,459	137,459
Transfers out - General Capital Replacement Fund	-	-	53,844	22,812	-
Transfers out - Electric Capital Replacement Fund	600,000	3,475,000	3,475,000	250,000	250,000
Transfers out - Information Services Fund	-	73,782	73,782	-	-
Total Expense	\$ 13,284,923	\$ 17,185,746	\$ 17,072,216	\$ 14,531,441	\$ 14,851,252
Ending Working Capital	\$ 21,829,784	\$ 17,894,760	\$ 17,899,471	\$ 16,158,563	\$ 14,225,130
Reserve Policy	10,342,462	10,818,482	10,734,795	11,129,314	11,300,626
Remaining Working Capital	\$ 11,487,322	\$ 7,076,278	\$ 7,164,676	\$ 5,029,249	\$ 2,924,504
Change in Working Capital	\$ 430,353	\$ (3,935,023)	\$ (3,930,312)	\$ (1,740,908)	\$ (1,933,433)

Reserve Policy:

Resolution 2019-112, 50% of the Electric Fund's approved operating budget plus \$4 million to cover the contingencies of major equipment failures and natural disasters

**ELECTRIC CAPITAL REPLACEMENT FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 739,567	\$ 648,453	\$ 648,453	\$ (103,506)	\$ 14,807
REVENUES					
Interest Income	\$ -	\$ 33,015	\$ -	\$ -	\$ -
Other Revenues		-	113,313	113,313	113,313
Developer Proceeds		833,313	275,650	888,380	429,800
Transfers in - Development		-	-	-	-
Transfers in - Electric Fund	600,000	3,475,000	3,475,000	250,000	250,000
Transfers in - Measure T	175,457	-	-	185,000	-
Transfers in - Electric Public Benefit Fund		180,000	-	425,000	-
Total Revenues	\$ 775,457	\$ 4,521,328	\$ 3,863,963	\$ 1,861,693	\$ 793,113
EXPENSES					
Badger Substation	463,692	3,486,680	4,245,000	30,000	-
Floating Solar Project	188,844	-	-	-	-
Healdsburg Ave/Mill District Underground	38,592	-	1,942	-	-
Replace #6 Copper - Wildfire Mitigation	75,429	-	93,330	-	-
Mill District Development	-	360,000	228,000	362,000	-
Montage Healdsburg Development	100,014	360,000	17,650	-	-
Public Electric Vehicle Charging Stations	-	180,000	-	425,000	-
Reconductor Grove Street North of Dry Creek	-	135,000	-	127,500	-
Install Back tie for South Healdsburg	-	40,000	-	-	40,000
ENSO/North Village Development	-	-	30,000	324,000	-
Passalacqua & Parkland Farms Inf Ext	-	-	-	160,000	-
155 Dry Creek Affordable Housing	-	-	-	16,300	169,000
Montage Affordable Housing	-	-	-	26,080	260,800
Underground Grove Street	-	-	-	25,000	25,000
Badger Substation Seismic Retrofit	-	-	-	62,500	312,500
Gauntlet Tower Replacement	-	-	-	185,000	-
Total Expenses	\$ 866,571	\$ 4,561,680	\$ 4,615,922	\$ 1,743,380	\$ 807,300
Ending Working Capital	\$ 648,453	\$ 608,101	\$ (103,506)	\$ 14,807	\$ 620
Change in Working Capital	\$ (91,114)	\$ (40,352)	\$ (751,959)	\$ 118,313	\$ (14,187)

Reserve Policy:

\$4 million to cover the contingencies of major equipment failures and natural disasters resides in Operating Fund

**ELECTRIC PUBLIC BENEFIT FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 2,235,812	\$ 2,548,671	\$ 2,548,671	\$ 3,069,194	\$ 2,873,904
REVENUES					
Utility Service Charges	\$ 343,772	\$ 350,000	\$ 346,280	\$ 340,000	\$ 340,000
2% Public Benefit (AB1890)	-	-	-	-	-
Interest Income	9,003	1,517	8,219	27,070	27,070
Cap & Trade Proceeds	581,782	320,000	589,136	450,000	450,000
Total Revenues	\$ 934,557	\$ 671,517	\$ 943,635	\$ 817,070	\$ 817,070
EXPENSE					
Wages	\$ 69,043	\$ 76,899	\$ 39,574	\$ 84,980	\$ 88,553
Overtime & Standby Pay	3,057	2,100	1,800	2,800	2,800
Fringe Benefits	45,200	42,137	46,122	47,827	50,240
Other Employee Related Expenses	1,103	600	600	-	-
Utility Services	-	-	-	-	-
Low Income Assistance	169,902	130,000	80,000	84,000	90,000
Contracted Services	124,435	73,200	30,000	80,000	85,000
Meeting, Travel, & Training	-	2,500	2,500	2,500	3,000
Land, Building, Vehicles and Equipment	-	-	-	-	-
Printing	2,356	36,000	4,000	16,000	16,000
Operational Expense	26	5,000	3,000	5,000	5,000
Conservation Rebates	23,791	96,000	90,000	60,000	60,000
GHG Reduction Measures	177,444	332,000	120,000	200,000	200,000
Transfers out - Electric Fund	5,343	185,517	5,517	4,252	-
Transfers out - Electric Capital Replacement Fund	-	-	-	425,000	-
Total Expense	\$ 621,698	\$ 981,953	\$ 423,113	\$ 1,012,359	\$ 600,593
Ending Working Capital	\$ 2,548,671	\$ 2,238,235	\$ 3,069,194	\$ 2,873,904	\$ 3,090,381
Change in Working Capital	\$ 312,859	\$ (310,436)	\$ 520,522	\$ (195,289)	\$ 216,477



COMMUNITY SERVICES

COMMUNITY SERVICES

The Community Services Department is responsible for providing the following services:

Administration

Support the work of the department, City leadership, City Council, Parks and Recreation Commission, Senior Advisory Commission, and other special committees and local organizations.

Recreation Programming

Plan and provide recreation comprehensive programming for City residents of all ages, including youth and adult sports, collaboration with our communities' sports organizations, early childcare programs, summer camps and activities, and leisure/educational programs. Programs are provided by the City directly and in partnership with contracted instructors and other community-based organizations.

After School Education and Safety Program

In collaboration with Healdsburg Unified School District, plan and deliver after school childcare through the State of California's After School Education and Safety (ASES) grant program along with a fee-based program. After school programming includes homework help, activities, snacks, and general childcare.

Healdsburg Community Center

Operate the Healdsburg Community Center including recreation classes, after school programs, rental space to community groups and businesses, a demonstration garden, leased facility space, and general maintenance and upkeep.

Active Adult and Senior Services

Provide lifelong learning, recreational activities, special events, social programs, and referral and nutritional services for active adults and seniors in the community. Operate the Healdsburg Senior Center as a gathering place for older adults as well as providing a central location to coordinate activities. Plan, develop, and deliver a volunteer program including DASH (Drivers Assisting Seniors in Healdsburg) volunteer driver program.

Parks and Trails

Maintain and operate the City's parks, the Plaza and downtown streetscapes, landscape and lighting districts, and open space and public facilities. Maintenance levels and services are based on providing safe and healthy areas at the best possible level to make them enjoyable to the community and safe to use. Schedule and plan park facilities for city programs, sports associations, other user groups, and the general public.

Open Space

In collaboration with LandPaths, develop, operate, and manage Healdsburg Ridge Open Space Preserve and Fitch Mountain Park and Open Space Preserve including trail maintenance, administering a volunteer program, and monitoring use.

COMMUNITY SERVICES

School Facility Maintenance

Under a facility agreement with Healdsburg Unified School District, oversee the maintenance and care of School District athletic facilities and select landscaping areas performed by a landscaping contractor and specific staff work.

Healdsburg Swim Center

In partnership with Healdsburg Unified School District, operate the Swim Center including swim lessons, recreational and lap swimming, youth swim team, lifeguard training, and facility rentals.

Arts and Culture

Begin implementing the Arts and Culture Master Plan. Workplan to be developed with input from the Cultural Leadership Team, Parks and Recreation Commission, and City Council.

Contracted Facility Maintenance

Provide maintenance funding for facilities that are operated under contracts for the City, including the Villa Chanticleer and Villa Chanticleer Annex, the Museum, and the Library.

Special Events

Plan and deliver events including the Tuesdays in the Plaza concert series, Merry Healdsburg, St. Patrick's Day Parade, Drive-In Movies, Sundays in the Plaza, and many other community-based special events. Work with external organizations and agencies to schedule, plan, and permit special events that are held in or pass-through Healdsburg including festivals, runs, bike rides, displays/demonstrations, etc.

Park Planning and Capital Improvements

Develop the capital improvement program and the coordinate each project including public input, design, bidding, construction, and operational use.

MAJOR DEPARTMENTAL TASKS COMPLETED FY 2020-2021 and 2021-2022

- Completed the Arts and Culture Master Plan
- Completed the development master plan for Saggio Hills (Montage) Park
- Completed the redevelopment master plan for Badger Park
- Supported community response during the COVID-19 pandemic by:
 - Developing and delivering Camp HBG full-day summer childcare in 2020 and 2021 and Camp HBG 2.0 full-day distance learning care for the 2020-2021 school year to support working families
 - Providing weekly Care Calls to seniors to help keep them connected during the stay-at-home orders
 - Ensuring our parks and open space were open and available when allowed under the health orders for individuals and families to get outdoors and recreate
 - Supporting downtown businesses with the Open Streets program and developing, implementing, permitting, and managing the Parklet program

COMMUNITY SERVICES

- Implementing unique temporary art experiences including the Illuminations Project, Voices Murals, You Are Here, and the Dia de Muertos event
- Providing nutrition in collaboration with Redwood Empire Food Bank at weekly grocery-to-go pickups at the Community Center and delivery and pickup of Senior Grocery Baskets at the Senior Center
- ☑ Launched a pilot program to bring back noon-time senior dining at the Senior Center
- ☑ Planned, developed and delivered the first ever “Merry Healdsburg” event featuring a 45’ Christmas tree, artist design Hanukkah, and a Hanukkah and tree lighting event
- ☑ Resumed comprehensive recreation programs and services, facility operations and rentals, sports activities, senior programs, and swimming after restrictions from the COVID-19 pandemic lifted

MAJOR DEPARTMENT GOALS FOR FY 2022-23 and 2023-24

- ◆ Complete the Foley Community Pavilion project
- ◆ Complete final design and begin construction on the new Saggio Hills (Montage) park
- ◆ Complete final design and begin construction on Badger Park redevelopment
- ◆ Launch a new full-day preschool program for working families
- ◆ Construct entry improvements at the Senior Center
- ◆ Work with Healdsburg Unified School District to convert two existing sports courts into dedicated pickleball courts
- ◆ Begin implementation of the Arts and Culture Master Plan
- ◆ Develop and launch a long-term deferred maintenance program
- ◆ Reinstate the noon-time Senior Bistro program at the Senior Center
- ◆ Revise and implement a generous youth financial assistance program
- ◆ Add a third DASH (Drivers Assisting Seniors in Healdsburg) vehicle to meet requested demand
- ◆ Hire an additional parks maintenance work and purchase additional park maintenance equipment to help take care of our parks

STATISTICS

- Managed and maintained 11 parks and four School District athletic fields
- Managed and maintained 328 acres of open space
- Provided a comprehensive recreation program offering in the areas of sports, education, and learning

COMMUNITY SERVICES

Parks

Barbieri Brothers Park
Badger Park
Byron Gibbs Park
Carson Warner Skate Park
Giorgi Park
Plaza Park
Railroad Park
Recreation Park
Tilly Grove Open Space
Villa Chanticleer Playground
West Plaza Park

325 Bridle Path
750 Heron Drive
1529 Prentice Drive
1100 Grove Street
600 University Street
105 Matheson Street
22 Front Street
525 Piper Street
547 Tucker Street
902 Chanticleer Way
10 North Street

Fields

Fitch Mountain School
Healdsburg Community Center
Healdsburg Elementary School
Healdsburg High School
Healdsburg Junior High School
Recreation Park

520 Monte Vista Avenue
1557 Healdsburg Avenue
400 First Street
1024 Prince Street
315 Grant Street
525 Piper Street

Facilities

Badger Dog Park
Foss Creek Pathway
Giorgi Park Tennis
Healdsburg Community Center
Healdsburg High School
Healdsburg Swim Center
Healdsburg Senior Center
Tayman Park Golf Course
Villa Chanticleer
Villa Chanticleer Annex
Villa Dog Park

750 Heron Drive
Healdsburg Avenue to Grove Street
600 University Street
1557 Healdsburg Avenue
1024 Prince Street
360 Monte Vista Avenue
133 Matheson Street
927 S. Fitch Mountain Road
900 Chanticleer Way
860 Chanticleer Way
902 Chanticleer Way

Open Space and Regional Park Facilities

Fitch Mountain Park and Open Space Preserve
Healdsburg Ridge Open Space Preserve

902 Chanticleer Way
Bridle Path & Arabian Way

COMMUNITY SERVICES FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 566,333	\$ 1,103,303	\$ 1,103,303	\$ 2,273,199	\$ 2,540,235
REVENUES					
Transient Occupancy Tax	\$ 3,392,824	\$ 7,439,102	\$ 7,439,102	\$ 7,811,057	\$ 8,201,610
Program Revenue	276,268	368,750	300,250	218,500	262,500
Grant Proceeds	256,446	300,000	258,500	205,000	210,000
Facility and Field Rents	114,967	199,165	107,700	95,000	81,125
School District Field Maintenance	54,532	64,000	41,700	41,700	43,000
Special Events	-	10,000	11,200	32,000	34,000
Event Permits	3,070	3,000	5,500	20,000	20,000
Programs Sponsorships	3,250	40,000	120,000	35,000	35,000
Admission and Passes	4,405	30,500	22,500	26,000	31,000
Advertising	-	500	220	500	500
Interest Income	53,864	-	18,637	23,514	23,514
Donations	3,917	5,000	6,500	4,500	4,500
Fees & Charges	17,615	1,500	2,200	62,200	62,200
Other Revenues	407,120	-	-	-	-
Transfers in - Sonoma County Parks Improvement Fund	114,200	-	-	-	-
Transfer in - General Fund	60,000	-	-	-	-
Transfer in - Measure T	321,153	125,000	50,000	-	-
Transfers in - Economic Development Fund	237,686	-	-	-	-
Total Revenues	\$ 5,321,317	\$ 8,586,517	\$ 8,384,009	\$ 8,574,971	\$ 9,008,949
EXPENDITURES					
Wages	\$ 1,012,594	\$ 1,317,261	\$ 1,023,626	\$ 1,607,854	\$ 1,681,077
Part-time Wages	656,972	634,375	617,000	781,400	808,000
Overtime & Standby Pay	15,454	10,725	12,150	14,950	15,450
Fringe Benefits	883,858	743,722	956,499	815,251	855,827
Other Employee Related Expenses	2,046	2,360	2,105	2,030	2,030
Pre-Employment Expenses	1,056	-	1,570	1,500	1,500
Personal Protective Equipment	2,367	3,000	3,500	7,500	7,250
Information Services Service Fee	321,399	348,338	348,338	527,939	549,424
Building Maintenance Service Fee	110,353	111,745	111,745	410,400	246,405
Vehicle Service Fee	51,220	54,503	54,503	76,882	79,455
Vehicle Replacement Fee	-	97,157	97,157	197,103	102,103
Insurance	91,794	114,899	114,899	326,213	370,803
Telecommunication & Data Services	13,786	13,500	12,250	14,750	15,750
Land, Building, Vehicles and Equipment	-	-	41,275	-	46,000
Utility Services	177,167	189,800	170,300	194,500	200,800
Support of Local Organizations	41,397	40,000	41,400	20,000	20,000
Contracted Services	266,900	582,000	565,100	488,285	502,500
Meeting, Travel, & Training	3,284	13,375	20,750	27,500	28,000
Printing	61	21,550	20,050	25,500	34,500
Repairs and Maintenance	23,593	40,250	40,543	45,000	45,000
License, Dues, Memberships	1,165	3,600	2,250	6,100	6,100
Rentals and Leases	13,513	12,960	12,100	10,480	6,480
Office Supplies	6,442	10,100	8,500	17,200	12,200
Government Fees	602	-	466	498	538
Operational Expense	121,495	232,010	338,750	495,650	510,150
Overhead Allocation	592,913	592,913	592,913	557,968	580,287
Transfers out - Debt Fund - HUSD Bond	163,032	166,172	166,172	1,151,461	-
Transfers out - Debt Fund - Pension Obligation Bond	102,108	105,423	105,423	126,243	-
Transfers out - Debt Fund - RDA Loan	107,778	107,778	107,778	107,778	107,778
Transfers out - Measure T - Loan Repayment	-	625,000	625,000	-	-
Transfers out - Bond Reserve	-	-	-	-	1,698,720
Transfers out - Community Services Capital Projects	-	1,000,000	1,000,000	250,000	475,000
Total Expenditures	\$ 4,784,347	\$ 7,194,516	\$ 7,214,112	\$ 8,307,936	\$ 9,009,127
Ending Fund Balance	\$ 1,103,303	\$ 2,495,303	\$ 2,273,199	\$ 2,540,235	\$ 2,540,057
Change in Fund Balance	\$ 536,970	\$ 1,392,001	\$ 1,169,897	\$ 267,036	\$ (178)
Reserve per policy	1,435,304	1,670,855	1,676,734	2,071,942	2,050,622
Pension Stabilization	417,920	446,827	446,827	453,394	459,961
Unrestricted, Unreserved	(749,922)	377,621	149,638	14,899	29,474
Ending Fund Balance	\$ 1,103,303	\$ 2,495,303	\$ 2,273,199	\$ 2,540,235	\$ 2,540,057

Reserve Policy:

Resolution No. 55-2016, 30% of annual operating expenditures

**COMMUNITY SERVICES CAPITAL PROJECTS FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ (40,130)	\$ (48,931)	\$ (48,931)	\$ 951,069	\$ 951,069
REVENUES					
Grant Proceeds	\$ -	\$ 250,000	\$ -	\$ 1,435,530	\$ 267,500
Developer Funding	95,075	1,575,000	59,067	785,359	1,500,000
Insurance Proceeds	-	-	-	-	-
Donation	-	6,500,000	300,000	585,515	6,077,780
Transfer in - Bond Proceeds	95,075	250,000	31,126	-	-
Transfers in - Development Impact Fees Fund	-	520,000	-	-	-
Transfers in - Measure M Parks Fund	-	-	-	380,000	200,000
Transfers in - Park Dedication Fund	-	-	-	-	60,000
Transfers in - Park Development Fees	-	-	123,190	998,611	-
Transfers in - CS Fund Bond Reserve	-	-	-	-	1,698,720
Transfers in - CS Fund Deferred Maintenance	-	1,000,000	1,000,000	250,000	475,000
Total Revenues	\$ 190,149	\$ 10,095,000	\$ 1,513,383	\$ 4,435,015	\$ 10,279,000
EXPENDITURES					
Badger Park Redevelopment	\$ 81,047	\$ 250,000	\$ 59,067	\$ 437,042	\$ 527,500
Montage Park Development	81,047	250,000	59,067	785,359	1,500,000
Pavilion at 3 North Street	36,856	6,500,000	300,000	585,515	6,077,780
Fitch Mountain Park/Open Space Preserve	-	770,000	95,249	2,377,099	-
Mill District Connectivity Project	-	1,325,000	-	-	-
Community Center Preschool Renovations	-	-	-	225,000	-
Pickleball	-	-	-	25,000	-
Total Expenditures	\$ 198,950	\$ 9,095,000	\$ 513,383	\$ 4,435,015	\$ 8,105,280
Ending Fund Balance	\$ (48,931)	\$ 951,069	\$ 951,069	\$ 951,069	\$ 3,124,789
Change in Fund Balance	\$ (8,801)	\$ 1,000,000	\$ 1,000,000	\$ -	\$ 2,173,720



SPECIAL REVENUE FUNDS

SPECIAL REVENUE FUNDS

Special revenue funds are a group of accounts established by a government for restricted use to ensure that certain revenue sources are used or earmarked only for their specific purpose. This special revenue fund type may be used to account for the proceeds of specific revenue sources that are legally restricted or restricted by City Council policy for a specific purpose.

General Capital Replacement Fund

This fund is used to account for the acquisition and construction of miscellaneous major capital projects throughout the City.

Tree Mitigation Fund

This fund was established to account for the maintenance of trees in various locations throughout the City.

Transaction and Use Tax Fund (Measure T)

Measure V is a ½ cent sales tax used to fund vital city services and programs. All the revenue is spent locally for the benefit of Healdsburg residents.

Transient Occupancy Tax (TOT) – Affordable Housing (Measure S)

Measure S is a 2% room tax paid by guests in local hotels and bed-and-breakfast inns for a specific purpose of promoting affordable housing.

L&M Village Fund

The L&M village fund was established by council to account for the various grant sources funding the acquisition and operation of the L&M Village.

Long Range Planning Fund

City Council established the Long Range Planning fund to accumulate funds over a period of time for the purpose of completing large scale long range planning projects.

Gas Tax Fund

Accounts for monies apportioned under the Streets Highways Code of the State of California. These funds are restricted for use on public streets, highways, and related public facilities.

Road Repair and Accountability Fund

Accounts for monies apportioned under Senate Bill 1 of the State of California. These funds are restricted for use on eligible streets and road projects.

Traffic Congestion Relief Fund

Accounts for one-time monies apportioned by the State of California upon close out of the Traffic Congestion Relief Program. These funds are restricted for use on public streets, highways, and related public facilities.

SPECIAL REVENUE FUNDS

Other Special Revenue Fund

The Other Special Revenue Fund is used to document the unspent bond proceeds from the former redevelopment agency.

Lighting and Landscape Assessment Districts

The City currently has 6 Lighting and Landscape Assessment Districts. Residents within each district pay annual assessments to support the maintenance of lighting and landscaping in their respective districts.

Economic Development Fund

The Economic Development Fund is used to account for funds intended for economic development purposes.

Benjamin Maintenance District Fund

Benjamin Maintenance District Fund is used to track the revenue and expenditures for the repair and limited maintenance of Benjamin Way.

Public Safety Fund

This fund is mainly used to account for grant revenue and expenditures used for equipment and training specific to police and fire.

Strong Motion Education and Data Fund

This fund accounts for building permit fees and related expenditures charged in accordance with the California Department of Conservation for strong motion instrumentation and seismic hazard mapping act.

Media Center Fund

The Media Center Fund accounts for monies for the Public Education and Government access (PEG) grant funding received by the City to support public, educational and government transparency by broadcasting public meetings.

Sonoma County Parks Improvement Fund (Measure M)

The Sonoma County voters passed Measure M in November 2018 which provided a one-eighth-cent sales tax to improve and expand parks. The sales tax provides funding for 10 years.

Park Dedication Fund

This fund accounts for Quimby Fees paid by Developers in accordance with the Quimby Act described in Government Code 66477. These fees can be used for parks and recreational purposes.

General Debt Service Fund

The City records and disburses monies used to repay annual principal, interest and administrative fees on City issued debt through a General Debt Service Fund.

**GENERAL CAPITAL REPLACEMENT FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 119,115	\$ 230,557	\$ 230,557	\$ 217,514	\$ 257,513
REVENUES					
Rent Received	\$ 260,158	\$ 253,656	\$ -	\$ -	\$ -
Grants	4,148	-	-	-	-
Interest Income	-	279	-	-	-
Other Revenue	4,718	-	-	3,099,586	-
Transfer in - L & M Village Fund	-	5,720,000	5,012,030	1,657,970	-
Transfer in - Measure T	-	-	-	2,950,000	-
Transfers in - Media Center Fund	27,479	40,000	40,000	40,000	40,000
Transfers in - General Fund	86,264	259,722	219,722	233,157	242,943
Transfers in - Water Fund	-	-	53,844	22,812	-
Transfers in - Wastewater Center Fund	-	-	53,844	22,812	-
Transfers in - Electric Fund	-	-	53,844	22,812	-
Total Revenues	\$ 382,767	\$ 6,273,657	\$ 5,433,284	\$ 8,049,149	\$ 282,943
EXPENSES					
Video Conferencing Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
L&M Village	-	5,720,000	5,012,030	1,657,970	-
Fire Substation	-	-	-	6,049,586	-
Loan Payment - City Hall	226,626	259,722	259,722	233,157	242,943
CMMS Software for Linear Assets	-	249,999	161,531	68,437	-
Operational Expense	44,699	-	13,044	-	-
	\$ 271,325	\$ 6,229,721	\$ 5,446,328	\$ 8,009,150	\$ 242,943
Ending Working Capital	\$ 230,557	\$ 274,494	\$ 217,514	\$ 257,513	\$ 297,513
Change in Working Capital	\$ 111,442	\$ 43,936	\$ (13,043)	\$ 39,999	\$ 40,000

TREE MITIGATION FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
Estimated Beginning Fund Balance	\$ -	\$ 15,885	\$ 15,885	\$ 8,675	\$ -
<u>REVENUES</u>					
Interest Income	\$ 85	\$ -	\$ 70	\$ -	\$ -
Transfers In - General Fund	20,000	-	-	-	-
Total Revenues	\$ 20,085	\$ -	\$ 70	\$ -	\$ -
<u>EXPENDITURES</u>					
Contracted Services	\$ 4,200	\$ 10,000	\$ 7,280	\$ -	\$ -
Transfers Out - Streets Fund	-	-	-	8,675	-
Total Expenditures	\$ 4,200	\$ 10,000	\$ 7,280	\$ 8,675	\$ -
Ending Fund Balance	\$ 15,885	\$ 5,885	\$ 8,675	\$ -	\$ -
Change in Fund Balance	\$ 15,885	\$ (10,000)	\$ (7,210)	\$ (8,675)	\$ -

**TRANSACTION AND USE TAX FUND (MEASURE T)
FY 22-23 & FY 23-24 Biennial Budget**

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 1,205,905	\$ 1,854,795	\$ 1,854,795	\$ 3,239,770	\$ 1,103,507
REVENUES					
Transaction Tax Revenue	\$ 2,322,932	\$ 2,200,570	\$ 2,711,984	\$ 2,738,393	\$ 2,827,358
Loan Repayment	\$ -	\$ 625,000	\$ 625,000	\$ -	\$ -
Interest Income	2,075	5	3,422	\$ 11,664	\$ 11,664
Total Revenues	\$ 2,325,006	\$ 2,825,575	\$ 3,340,406	\$ 2,750,057	\$ 2,839,022
EXPENDITURES					
Road Systems	\$ -	\$ -	\$ -	\$ 350,000	\$ 1,455,000
Misc. Sidewalk and Pedestrian Projects	26,923	272,032	285,628	-	-
Foss Creek pathway	325,236	-	-	-	-
Universal Basic Income	-	50,000	50,000	200,000	-
Community Response Grants	-	200,000	170,000	30,000	-
Gauntlet Tower	-	-	-	185,000	-
Fire Sub-Station	-	-	-	2,950,000	-
Fire Equipment	50,000	45,000	45,000	65,000	-
Housing Action Plan	-	-	-	100,000	-
Electronic Records Management	-	-	-	100,000	50,000
Translation Services	-	-	-	35,000	35,000
Public Safety Position Funding	573,820	-	-	538,820	898,820
Emergency Preparedness Position	-	130,000	130,000	130,000	-
Police Vehicle Replacement	130,000	-	-	-	-
Business Process Improvements	-	45,000	45,000	-	-
Water Conservation Initiatives	-	35,000	35,000	-	-
Recycled Water Delivery Program	-	440,000	440,000	-	-
Chamber of Commerce Agreement	100,000	100,000	100,000	100,000	100,000
Facility Improvements	-	215,022	190,022	-	-
Small Business Loan Forgiveness	50,000	50,000	45,900	-	-
Support of Local Organizations	40,244	40,000	40,000	40,000	40,000
Equity Initiatives	-	75,000	75,000	-	-
Housing Element Update	-	180,000	180,000	-	-
Homeless Support and Outreach	-	25,000	25,000	-	-
Community Services	320,000	125,000	50,000	-	-
Low Income Utility Discounts	59,893	62,500	48,881	62,500	62,500
Total Expenditures	\$ 1,676,116	\$ 2,089,554	\$ 1,955,431	\$ 4,886,320	\$ 2,641,320
Ending Fund Balance	\$ 1,854,795	\$ 2,590,816	\$ 3,239,770	\$ 1,103,507	\$ 1,301,210
Change in Fund Balance	\$ 648,890	\$ 736,021	\$ 1,384,975	\$ (2,136,263)	\$ 197,702

**TRANSIENT OCCUPANCY TAX - AFFORDABLE HOUSING (MEASURE S)
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 176,951	\$ 412,835	\$ 412,835	\$ 1,440,617	\$ 2,053,214
REVENUES					
Transient Occupancy Tax	\$ 679,032	\$ 1,487,674	\$ 1,487,674	\$ 1,562,058	\$ 1,640,161
Other Revenues	3,365	25,000	500	-	-
Interest	424	6	5	-	-
Transfer In - Measure T	-	25,000	25,000	-	-
Total Revenues	\$ 682,821	\$ 1,537,680	\$ 1,513,179	\$ 1,562,058	\$ 1,640,161
EXPENDITURES					
Wages	\$ 111,893	\$ 132,868	\$ 110,901	\$ 142,458	\$ 148,157
Part-time Wages	13,609	29,390	-	36,000	36,000
Fringe Benefits	72,941	59,115	66,536	47,554	49,689
Inclusionary Housing Ordinance	5,289	-	-	-	-
Housing Action Plan	-	-	-	100,000	-
Rental Unit Maintenance	1,200	6,216	6,216	25,000	25,000
Housing Monitoring	-	-	-	50,000	50,000
Outreach Services	86,073	125,000	125,000	150,000	150,000
Low Income Housing Loan	-	-	-	250,000	-
Affordable Homeownership	41,000	41,000	41,000	45,000	45,000
Additional Housing Programs	17,987	38,784	38,784	45,000	-
Operational Expense	390	1,000	-	-	-
Utility Services	1,434	1,300	1,369	1,500	1,500
Overhead Allocation	80,674	80,674	80,674	36,748	38,218
Insurance	-	-	-	14,531	16,512
Transfers out - General Debt Service Fund	14,448	14,917	14,917	5,669	-
Total Expenditures	\$ 446,938	\$ 530,264	\$ 485,397	\$ 949,460	\$ 560,076
Ending Fund Balance	\$ 412,835	\$ 1,420,251	\$ 1,440,617	\$ 2,053,214	\$ 3,133,299
Change in Fund Balance	\$ 235,883	\$ 1,007,416	\$ 1,027,782	\$ 612,598	\$ 1,080,085

L & M Village Fund
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ 1,799,953	\$ 612,384
REVENUES					
State Grants	-	7,048,000	6,828,800	-	-
County Grants	-	-	-	1,459,884	509,884
Total Revenues	\$ -	\$ 7,048,000	\$ 6,828,800	\$ 1,459,884	\$ 509,884
EXPENDITURES					
Contracted Services	-	222,640	16,817	989,484	989,484
Transfers out - Improvements	-	620,000	-	1,657,970	-
Transfers out - Property Acquisition	-	5,100,000	5,012,030	-	-
Total Expenditures	\$ -	\$ 5,942,640	\$ 5,028,847	\$ 2,647,454	\$ 989,484
Ending Fund Balance	\$ -	\$ 1,105,360	\$ 1,799,953	\$ 612,384	\$ 132,784
Change in Fund Balance	\$ -	\$ 1,105,360	\$ 1,799,953	\$ (1,187,570)	\$ (479,600)

*Adopted Budget does not appropriate full amount of grant funds awarded from County.

LONG RANGE PLANNING FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Estimated Beginning Fund Balance	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000
<u>REVENUES</u>					
Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In - General Fund	-	-	250,000	-	-
Total Revenues	\$ -	\$ -	\$ 250,000	\$ -	\$ -
<u>EXPENDITURES</u>					
Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operational Expenses	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 250,000
Change in Fund Balance	\$ -	\$ -	\$ 250,000	\$ -	\$ -

**ECONOMIC DEVELOPMENT FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Estimated Beginning Fund Balance	\$ 396,557	\$ 61,314	\$ 61,314	\$ 49,429	\$ 49,945
REVENUES					
Interest Income	\$ (317)	\$ 3,101	\$ 720	\$ 517	\$ 517
Total Revenues	\$ (317)	\$ 3,101	\$ 720	\$ 517	\$ 517
EXPENDITURES					
Community Services Programs	210,000	-	-	-	-
Park Planning	8,000	-	-	-	-
Park Equipment	17,004	-	-	-	-
Villa Chanticleer	24,503	-	-	-	-
Support of Local Organizations	75,419	-	12,606	-	-
Total Expenditures	\$ 334,926	\$ -	\$ 12,606	\$ -	\$ -
Ending Fund Balance	\$ 61,314	\$ 64,415	\$ 49,429	\$ 49,945	\$ 50,462
Change in Fund Balance	\$ (335,243)	\$ 3,101	\$ (11,885)	\$ 517	\$ 517

GAS TAX FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 1,228,745	\$ 372,774	\$ 372,774	\$ 187,698	\$ 191,783
<u>REVENUES</u>					
Gas Tax	\$ 271,752	\$ 319,017	\$ 316,037	\$ 354,435	\$ 361,464
Interest Income	(517)	2,585	1,387	2,350	2,350
Total Revenues	\$ 271,235	\$ 321,602	\$ 317,424	\$ 356,785	\$ 363,814
<u>EXPENDITURES</u>					
Contracted Services	\$ 1,881	\$ -	\$ 2,500	\$ 2,700	\$ 2,900
Transfers out - Streets Fund	500,000	500,000	500,000	350,000	500,000
Transfers out - Streets Capital Projects Fund	52,785	-	-	-	-
Transfers out - Water Capital Replacement Fund	572,540	-	-	-	-
Total Expenditures	\$ 1,127,206	\$ 500,000	\$ 502,500	\$ 352,700	\$ 502,900
Ending Fund Balance	\$ 372,774	\$ 194,376	\$ 187,698	\$ 191,783	\$ 52,698
Change in Fund Balance	\$ (855,971)	\$ (178,398)	\$ (185,076)	\$ 4,085	\$ (139,086)

**ROAD REPAIR AND ACCOUNTABILITY FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 320,323	\$ 546,103	\$ 546,103	\$ 792,328	\$ 396,043
REVENUES					
State SB1 Road Maintenance and Repairs	\$ 224,112	\$ 244,328	\$ 244,407	\$ 268,977	\$ 274,357
Interest Income	1,668	3,077	1,818	5,946	5,946
Total Revenues	\$ 225,780	\$ 247,405	\$ 246,225	\$ 274,923	\$ 280,303
EXPENDITURES					
Transfers out - Streets Capital Projects Fund	\$ -	\$ 236,104	\$ -	\$ 671,208	\$ 236,000
Total Expenditures	\$ -	\$ 236,104	\$ -	\$ 671,208	\$ 236,000
Ending Fund Balance	\$ 546,103	\$ 557,404	\$ 792,328	\$ 396,043	\$ 440,346
Change in Fund Balance	\$ 225,780	\$ 11,301	\$ 246,225	\$ (396,285)	\$ 44,303

TRAFFIC CONGESTION RELIEF FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 42,174	\$ 42,260	\$ 42,260	\$ 42,368	\$ 0
REVENUES					
Interest Income	86	280	108	-	-
Total Revenues	\$ 86	\$ 280	\$ 108	\$ -	\$ -
EXPENDITURES					
Transfer out - Streets Capital Project Fund	\$ -	\$ 42,368	\$ -	\$ 42,368	\$ -
Total Expenditures	\$ -	\$ 42,368	\$ -	\$ 42,368	\$ -
Ending Fund Balance	\$ 42,260	\$ 172	\$ 42,368	\$ 0	\$ 0
Change in Fund Balance	\$ 86	\$ (42,088)	\$ 108	\$ (42,368)	\$ -

**NORTH AREA MAINTENANCE FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Estimated Beginning Fund Balance	\$ 362	\$ 1,662	\$ 1,662	\$ 1,662	\$ 1,662
<u>REVENUES</u>					
Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -
Development Fees	1,300	-	-	-	-
Total Revenues	<u>\$ 1,300</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>EXPENDITURES</u>					
Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operational Expenses	-	-	-	-	-
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Ending Fund Balance	<u>\$ 1,662</u>	<u>\$ 1,662</u>	<u>\$ 1,662</u>	<u>\$ 1,662</u>	<u>\$ 1,662</u>
Change in Fund Balance	\$ 1,300	\$ -	\$ -	\$ -	\$ -

**BENJAMIN MAINTENANCE DISTRICT FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 7,847	\$ 7,863	\$ 7,863	\$ 7,885	\$ 7,924
REVENUES					
Interest Income	\$ 16	\$ 61	\$ 22	\$ 39	\$ 39
Total Revenues	\$ 16	\$ 61	\$ 22	\$ 39	\$ 39
EXPENDITURES					
Operational Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 7,863	\$ 7,924	\$ 7,885	\$ 7,924	\$ 7,963
Change in Fund Balance	\$ 16	\$ 61	\$ 22	\$ 39	\$ 39

PUBLIC SAFETY FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 103,349	\$ 106,392	\$ 106,392	\$ 113,396	\$ 113,396
REVENUES					
County Grants	\$ -	\$ -	\$ -	\$ -	\$ -
CUPA Certified Unified Program	3,860	-	8,222	-	-
Abandoned Vehicle Abatement	9,685	-	1,620	-	-
Asset Forfeiture	-	-	-	-	-
Transfers in - Measure T	50,000	75,000	75,000	-	-
Total Revenues	\$ 63,546	\$ 75,000	\$ 84,842	\$ -	\$ -
EXPENDITURES					
Land, Building, Vehicles and Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
License, Dues & Memberships	-	-	-	-	-
Meeting, Travel, and Training	1,255	-	-	-	-
Operational Expense	59,248	75,000	77,837	-	-
Transfers out - Vehicle Services Fund	-	-	-	-	-
Total Expenditures	\$ 60,503	\$ 75,000	\$ 77,837	\$ -	\$ -
Ending Fund Balance	\$ 106,392	\$ 106,392	\$ 113,396	\$ 113,396	\$ 113,396
Change in Fund Balance	\$ 3,043	\$ -	\$ 7,005	\$ -	\$ -

**OTHER SPECIAL REVENUE FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 531,529	\$ 436,565	\$ 436,565	\$ 85,523	\$ -
<u>REVENUES</u>					
Interest Income	\$ 111	\$ 7,577	\$ 83	\$ -	\$ -
Total Revenues	\$ 111	\$ 7,577	\$ 83	\$ -	\$ -
<u>EXPENDITURES</u>					
Transfers out - Streets Capital Projects Fund	\$ -	\$ 85,523	\$ 320,000	\$ 85,523	\$ -
Transfers out - Community Services Capital Projects Fund	95,075	250,000	31,126	-	-
Total Expenditures	\$ 95,075	\$ 335,523	\$ 351,126	\$ 85,523	\$ -
Ending Fund Balance	\$ 436,565	\$ 108,619	\$ 85,523	\$ -	\$ -
Change in Fund Balance	\$ (94,963)	\$ (327,946)	\$ (351,042)	\$ (85,523)	\$ -

STRONG MOTION EDUCATION AND DATA FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 4,100	\$ 4,542	\$ 4,542	\$ 5,854	\$ 6,081
REVENUES					
Interest Income	\$ 432	\$ 200	\$ 1,298	\$ 200	\$ 200
Other Revenues	10	31	13	26	26
Total Revenues	\$ 442	\$ 231	\$ 1,312	\$ 226	\$ 226
EXPENDITURES					
Operational Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 4,542	\$ 4,773	\$ 5,854	\$ 6,081	\$ 6,307
Change in Fund Balance	\$ 442	\$ 231	\$ 1,312	\$ 226	\$ 226

LIGHTING AND LANDSCAPING ASSESSMENT DISTRICTS
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 261,820	\$ 252,636	\$ 252,636	\$ 286,653	\$ 293,278
<u>REVENUES</u>					
Special Assessment	\$ 192,183	\$ 192,609	\$ 244,654	\$ 254,375	\$ 254,375
Interest Income	59	1,620	673	1,049	1,049
Total Revenues	\$ 192,242	\$ 194,229	\$ 245,327	\$ 255,424	\$ 255,423
<u>EXPENDITURES</u>					
Wages	\$ 23,445	\$ 25,920	\$ 22,913	\$ 23,810	\$ 25,053
Overtime	114	417	110	119	127
Fringe Benefits	16,444	16,361	17,142	10,968	11,607
Other Employee Related Expenses	17	45	10	10	12
Contracted Services	68,018	95,800	88,627	114,186	96,550
Utility Services	36,292	44,800	17,946	44,176	45,296
Insurance	27,665	34,627	34,627	3,815	4,166
Repairs & Maintenance	3,818	4,500	2,500	29,000	6,000
Operational Expense	-	1,774	1,774	1,774	1,801
Government Fees	28	24	29	30	30
Overhead Allocation	24,164	24,164	24,164	18,078	18,801
Transfers out - General Debt Service Fund	1,423	1,470	1,468	2,833	-
Total Expenditures	\$ 201,427	\$ 249,902	\$ 211,310	\$ 248,799	\$ 209,443
Ending Fund Balance	\$ 252,636	\$ 196,963	\$ 286,653	\$ 293,278	\$ 339,258
Change in Fund Balance	\$ (9,185)	\$ (55,673)	\$ 34,017	\$ 6,625	\$ 45,980

MEDIA CENTER FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ (144)	\$ 9,619	\$ 9,619	\$ 8,747	\$ 8,747
<u>REVENUES</u>					
PEG Access Fees	\$ 37,242	\$ 40,000	\$ 39,128	\$ 40,000	\$ 40,000
Total Revenues	\$ 37,242	\$ 40,000	\$ 39,128	\$ 40,000	\$ 40,000
<u>EXPENDITURES</u>					
Transfers out - General Capital Replacement Fund	\$ 27,479	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Total Expenditures	\$ 27,479	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Ending Fund Balance	\$ 9,619	\$ 9,619	\$ 8,747	\$ 8,747	\$ 8,747
Change in Fund Balance	\$ 9,762	\$ -	\$ (872)	\$ -	\$ -

**SONOMA COUNTY PARKS IMPROVEMENT FUND (COUNTY MEASURE M)
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ -	\$ 40,049	\$ 40,049	\$ 215,512	\$ 16,906
REVENUES					
Sales Tax - Measure M	\$ 153,778	\$ 150,000	\$ 175,286	\$ 180,545	\$ 185,961
Interest Income	472	5,000	177	849	67
Total Revenues	\$ 154,249	\$ 155,000	\$ 175,463	\$ 181,394	\$ 186,028
EXPENDITURES					
Transfers out - Community Services Fund	\$ 114,200	\$ -	\$ -	\$ 380,000	\$ 200,000
Total Expenditures	\$ 114,200	\$ -	\$ -	\$ 380,000	\$ 200,000
Ending Fund Balance	\$ 40,049	\$ 195,049	\$ 215,512	\$ 16,906	\$ 2,934
Change in Fund Balance	\$ 40,049	\$ 155,000	\$ 175,463	\$ (198,606)	\$ (13,972)

PARK DEDICATION FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 38,799	\$ 179,378	\$ 179,378	\$ 59,115	\$ 60,972
<u>REVENUES</u>					
Miscellaneous Development Fees	\$ 142,609	\$ 51,901	\$ -	\$ -	
Interest	\$ 2,246	\$ -	\$ 461	\$ 1,857	\$ 1,857
Total Revenues	\$ 144,855	\$ 51,901	\$ 461	\$ 1,857	\$ 1,857
<u>EXPENDITURES</u>					
Operational Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers out - Community Services Fund	\$ 4,276	\$ 120,724	\$ 120,724	\$ -	\$ 60,000
Total Expenditures	\$ 4,276	\$ 120,724	\$ 120,724	\$ -	\$ 60,000
Ending Fund Balance	\$ 179,378	\$ 110,555	\$ 59,115	\$ 60,972	\$ 2,830
Change in Fund Balance	\$ 140,579	\$ (68,823)	\$ (120,263)	\$ 1,857	\$ (58,143)

HOUSING AGENCY FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
Beginning Working Capital	\$ (109,630)	\$ (202,525)	\$ (202,525)	\$ 37,968	\$ 36,968
REVENUES					
Interest Income	\$ 48,861	\$ -	\$ -	\$ -	\$ -
Other Revenue	73,651	-	-	-	-
Excess Cash Distribution	58,679	-	19,219	-	-
County Grant	-	-	250,000	-	-
State Grants	250,000	-	-	-	-
Total Revenues	\$ 431,191	\$ -	\$ 269,219	\$ -	\$ -
EXPENSES					
Contracted Services	\$ 488,256	\$ -	\$ 26,950	\$ -	\$ -
Legal	16,519	10,000	-	-	-
Utility Services	-	-	-	-	-
Loss on Disposal of Assets	-	-	-	-	-
Operational Expense	-	-	-	-	-
Government Fees	529	120	540	600	600
Bad Debt Expense	-	-	-	-	-
Overhead Allocation	1,236	1,236	1,236	400	416
Land, Building, Vehicles and Equipment	17,546	-	-	-	-
Total Expenses	\$ 524,086	\$ 11,356	\$ 28,726	\$ 1,000	\$ 1,016
Ending Working Capital	<u>\$ (202,525)</u>	<u>\$ (213,881)</u>	<u>\$ 37,968</u>	<u>\$ 36,968</u>	<u>\$ 35,952</u>
Change in Working Capital	\$ (92,895)	\$ (11,356)	\$ 240,493	\$ (1,000)	\$ (1,016)

GENERAL DEBT SERVICE FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 360,716	\$ 272,524	\$ 272,524	\$ 268,023	\$ 258,771
REVENUES					
Property Tax	\$ 31	\$ -	\$ -	\$ -	\$ -
Interest Income	1	56,221	-	-	-
Other Revenue	165,475	-	-	-	-
Transfers in - General Fund	242,371	250,241	250,241	378,672	-
Transfers in - Measure S	14,448	14,917	14,917	5,669	-
Transfers in - Lighting and Landscaping Assessment District	1,423	1,468	1,468	2,834	-
Transfers in - Streets Fund	28,131	29,044	29,044	17,857	-
Transfers in - Airport Fund	1,095	1,131	1,131	850	-
Transfers in - Community Services Fund	372,918	379,373	379,373	1,385,482	107,778
Transfers in - Vehicle Services Fund	20,850	21,527	21,527	14,739	-
Transfers in - Information Services Fund	33,513	34,602	34,602	22,675	-
Transfers in - Building Maintenance Fund	11,782	12,164	12,164	11,337	-
Total Revenues	\$ 892,038	\$ 800,687	\$ 744,466	\$ 1,840,115	\$ 107,778
EXPENDITURES					
Principal	\$ 722,230	\$ 677,828	\$ 677,828	\$ 1,809,608	\$ 3,181
Interest	100,854	66,639	66,639	34,759	104,597
Bank Fees	4,170	-	4,500	5,000	5,000
Operational Expense	\$ 152,976	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 980,230	\$ 744,467	\$ 748,967	\$ 1,849,367	\$ 112,778
Ending Fund Balance	\$ 272,524	\$ 328,744	\$ 268,023	\$ 258,771	\$ 253,771
Change in Fund Balance	\$ (88,192)	\$ 56,220	\$ (4,501)	\$ (9,252)	\$ (5,000)



SUCCESSOR AGENCY FUNDS

SUCCESSOR AGENCY FUNDS

On June 29, 2011, the Governor signed ABx1 26 (the Redevelopment Agency Dissolution Bill) into law. As a result, effective February 1, 2012, all redevelopment agencies (RDAs) were dissolved, and the successor agencies, as defined by law, were required to be appointed to oversee the distribution of tax proceeds that would have been paid to the RDAs. As provided for under the new law, each former redevelopment agency is to be governed by a “Successor Agency” and an “Oversight Board”.

The City of Healdsburg has elected to become successor to the Redevelopment Agency. The primary role of the Successor Agency is to dispose of the former RDA’s assets or properties expeditiously and in a manner aimed at maximizing values, pay all debts and fulfill all obligations of the former RDA, and to wind down redevelopment affairs. To accomplish its responsibilities, the Successor Agency will manage redevelopment projects currently underway, make payments identified on the Recognized Obligation Payments Schedule (ROPS) and dispose of redevelopment assets and properties as directed by the Oversight Board.

The Successor Agency is responsible for drafting and submission for approval an annual reconciliation report, and a Recognized Obligation Payments Schedule (ROPS).

**POST RDA SUCCESSOR AGENCY FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 4,384,307	\$ 3,252,598	\$ 3,252,598	\$ 3,514,837	\$ 3,746,917
REVENUES					
Property Tax	\$ 1,567,616	\$ 1,158,714	\$ 3,914,036	\$ 3,886,360	\$ 3,732,434
Interest Income	831	7,925	9,630	10,770	10,211
Other Revenues	230,696	230,696	222,771	223,328	224,484
Total Revenues	\$ 1,799,143	\$ 1,397,335	\$ 4,146,437	\$ 4,120,458	\$ 3,967,129
EXPENSES					
Contracted Services	246,175	250,000	250,000	-	-
Bank Fees	8,750	8,750	8,750	8,750	8,750
Bad Debt Expense	35,530	-	-	-	-
Transfer out - General Fund	-	-	-	250,000	250,000
Transfers out - Post RDA Debt Retirement Fund	2,640,396	3,625,448	3,625,448	3,629,628	3,612,570
Total Expenses	\$ 2,930,851	\$ 3,884,198	\$ 3,884,198	\$ 3,888,378	\$ 3,871,320
Ending Working Capital	\$ 3,252,598	\$ 765,735	\$ 3,514,837	\$ 3,746,917	\$ 3,842,726
Change in Working Capital	\$ (1,131,709)	\$ (2,486,863)	\$ 262,239	\$ 232,080	\$ 95,809

**POST RDA DEBT RETIREMENT FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 3,482,940	\$ 2,708,115	\$ 2,708,115	\$ 2,711,638	\$ 2,722,097
REVENUES					
Interest Income	\$ 211	\$ 10,859	\$ 65	\$ -	\$ -
Lease Revenue	119,340	119,340	119,340	119,340	119,340
Transfers in - Post RDA Successor Agency Fund	2,640,396	3,625,448	3,625,448	3,629,628	3,612,570
Total Revenues	\$ 2,759,947	\$ 3,755,647	\$ 3,744,853	\$ 3,748,968	\$ 3,731,910
EXPENSES					
Principal	\$ 2,121,970	2,222,800	\$ 2,222,800	\$ 2,308,000	\$ 2,396,300
Interest	1,412,801	\$ 1,518,531	1,518,531	1,430,509	1,335,220
Total Expenses	\$ 3,534,771	\$ 3,741,331	\$ 3,741,331	\$ 3,738,509	\$ 3,731,520
Ending Working Capital	\$ 2,708,115	\$ 2,722,431	\$ 2,711,638	\$ 2,722,097	\$ 2,722,487
Change in Working Capital	\$ (774,825)	\$ 14,316	\$ 3,522	\$ 10,459	\$ 390



INTERNAL SERVICE FUNDS

INTERNAL SERVICE FUNDS

Internal service funds predominantly provide services to other City departments. They operate as cost-reimbursement mechanisms and as such are expected to recover the full cost of providing a given service over time.

Schedules for the various internal service funds outline the operating plan of the internal service funds, including anticipated income, expenses, and net change in working capital.

Internal service funds receive revenue from other departments based on the service provided to the respective department. The revenue for the internal service fund is therefore termed Charges for Services.

INSURANCE AND BENEFITS FUND

The Insurance and Benefits Fund provides for centralized administration of the City's various types of insurance for all the departments within the City, including liability, health insurance and workers' compensation insurance.

The City is a member of California Intergovernmental Risk Authority, which is a self-insured joint powers authority (governmental entity) providing comprehensive coverage to cities, towns and non-municipal public agencies throughout California.

The City also continues to be a member of the Redwood Empire Municipal Insurance Fund (REMIF) for purposes of obtaining group medical, dental, vision, life insurance coverage for City employees. The City's Employee Assistance Program is also contracted through REMIF.

By participating in CIRA and REMIF, the City is able to provide quality, cost-effective benefits to eligible recipients and adequately protect and insure City assets.

**INSURANCE AND BENEFITS FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 274,970	\$ 410,597	\$ 410,597	\$ 412,456	\$ 412,456
<u>REVENUES</u>					
Charges for Services	\$ 947,802	\$ 1,186,008	\$ 1,186,008	\$ 1,571,953	\$ 1,756,905
Total Revenues	\$ 947,802	\$ 1,186,008	\$ 1,186,008	\$ 1,571,953	\$ 1,756,905
<u>EXPENSES</u>					
Insurance	\$ 812,175	\$ 1,184,149	\$ 1,184,149	\$ 1,571,953	\$ 1,756,905
Total Expense	\$ 812,175	\$ 1,184,149	\$ 1,184,149	\$ 1,571,953	\$ 1,756,905
Ending Working Capital	\$ 410,597	\$ 412,456	\$ 412,456	\$ 412,456	\$ 412,456
Change in Working Capital	\$ 135,627	\$ 1,859	\$ 1,859	\$ -	\$ -

VEHICLE SERVICES FUND

The Vehicle Services Fund was established to provide a funding source for ongoing maintenance of City vehicles and equipment. It is funded from billings to other government wide funds based on their usage of vehicles. For increased transparency and accountability, the function of Vehicle Replacement is now accounted for in an independent Vehicle Replacement Fund.

MAJOR DIVISIONAL TASKS COMPLETED FY 2020-21 and 2021-22

- Developed and implemented a City-wide vehicle use policy
- Developed and implemented a new fleet information management software (ServiceNow)

MAJOR DIVISIONAL GOALS FOR FY 2022-23 and 2023-24

- ◆ Hire new Fleet Mechanic and Service Writer
- ◆ Develop and Implement Workplace EV Strategy
- ◆ Transition to Fuel Card-Lock System

VEHICLE SERVICES FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 749,641	\$ 1,300,703	\$ 1,300,703	\$ 1,956,107	\$ 50,000
REVENUES					
Charges for Services	\$ 1,299,589	\$ 1,515,842	\$ 1,515,842	\$ 1,051,220	\$ 1,086,403
Miscellaneous Revenues	15,310	30,000	-	-	-
Interest income	3,247	12,390	4,365	4,685	-
Sales of Surplus Property	-	-	121,582	-	-
Transfers in - Measure T	130,000	-	-	-	-
Transfers in - Fire Impact Fee Fund	-	143,334	143,334	-	-
Transfers in - General Fund	-	397,655	397,655	-	-
Total Revenues	\$ 1,448,145	\$ 2,099,221	\$ 2,182,778	\$ 1,055,906	\$ 1,086,403
EXPENSES					
Wages	\$ 196,253	\$ 266,337	\$ 214,334	\$ 264,317	\$ 281,868
Overtime & Standby Pay	49	-	2,238	380	391
Fringe Benefits	142,908	158,637	159,185	173,547	185,115
Personal Protective Equipment	2,301	3,000	1,507	1,897	1,954
Tool Allowance	950	-	950	950	950
Contracted Services	88,828	86,365	94,153	92,977	95,766
Government Fees	2,275	2,700	2,345	2,500	2,575
Utility Services	7,848	10,000	5,220	7,716	7,948
Telecommunication & Data Services	1,123	1,517	821	1,216	1,252
Land, Building, Vehicles and Equipment	-	2,392,393	641,512	-	-
Supplies	-	-	36	50	52
Operational	299,154	252,324	249,612	300,567	309,584
Meeting, Travel, & Training	1,285	4,000	200	5,000	5,150
Repairs & Maintenance	-	-	200	-	-
License, Dues & Memberships	-	-	275	275	275
Insurance	-	-	-	19,839	21,662
Overhead Allocation	133,260	133,260	133,260	165,251	171,861
Transfers out - Vehicle Replacement Fund	-	-	-	1,910,791	-
Transfers out - Debt Service Fund	20,850	21,527	21,527	14,739	-
Total Expense	\$ 897,083	\$ 3,332,060	\$ 1,527,375	\$ 2,962,012	\$ 1,086,403
Ending Working Capital	\$ 1,300,703	\$ 67,865	\$ 1,956,107	\$ 50,000	\$ 50,000
Change in Working Capital	\$ 551,062	\$ (1,232,839)	\$ 655,403	\$ (1,906,107)	\$ -

VEHICLE REPLACEMENT FUND

The Vehicle Replacement Fund was established to provide an ongoing funding source for the replacement of City vehicles and equipment. It is funded from billings to other government wide funds based on a set vehicle replacement schedule.

MAJOR DIVISIONAL TASKS COMPLETED FY 2020-21 and 2021-22

- Purchased 7 vehicles, 1 trailer, 1 fire truck and 3 pieces of specialized equipment*
- Sold fifteen pieces of equipment and/or vehicles at surplus for a total of \$153,000
- Developed and implemented a City-wide replacement schedule

MAJOR DIVISIONAL GOALS FOR FY 2022-23 and 2023-24

- ◆ Execute purchases per approved budget plan
- ◆ Surplus vehicles as warranted

*Purchases completed in FY 2021-22 are reflected in the Vehicle Services Fund. Purchases planned in FY 2021-22 but not completed have been re-budgeted in FY 2022-23 in the Vehicle Replacement Fund.

VEHICLE REPLACEMENT FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
Beginning Working Capital	\$ -	\$ -	\$ -	\$ -	\$ 1,681,044
REVENUES					
Charges for Services	\$ -	\$ -	\$ -	\$ 756,942	\$ 572,023
Miscellaneous Revenues	-	-	-	-	-
Interest income	-	-	-	7,028	7,028
Sales of Surplus Property	-	-	-	-	-
Transfers in - Vehicle Service Fund	-	-	-	1,910,791	-
Transfers in - Measure T	-	-	-	-	-
Transfers in - Fire Impact Fee Fund	-	-	-	143,372	138,372
Transfers in - General Fund	-	-	-	348,333	348,333
Total Revenues	\$ -	\$ -	\$ -	\$ 3,166,466	\$ 1,065,756
EXPENSES					
Electric - ALTEC Hydraulic Derrick	\$ -	\$ -	\$ -	\$ 351,147	\$ -
Electric - Ford E-150 Van	-	-	-	58,000	-
Electric - Ford Escape	-	-	-	35,163	-
Community Services - Ford F150 Lightning	-	-	-	48,758	-
Community Services - Ford F150 Lightning	-	-	-	48,758	-
Community Services - Ford F250	-	-	-	60,000	-
Community Services - Ford F250	-	-	-	60,000	-
Community Services - Dump Trailer	-	-	-	13,000	-
Community Services - Utility Vehicle	-	-	-	30,000	-
Community Services - Infield Groomer	-	-	-	32,000	-
Community Services - Utility Tractor	-	-	-	-	50,000
Fire - Aerial Ladder Truck Payments	-	-	-	491,705	491,705
Fire - GMC Sierra	-	-	-	56,193	-
Fire - Ford F150	-	-	-	-	60,630
Police - Ford Interceptor	-	-	-	67,641	-
Police - Ford Interceptor	-	-	-	-	85,944
Utilities - Chevrolet Silverado	-	-	-	-	52,000
Utilities - Chevrolet Colorado	-	-	-	34,880	-
Utilities - Ford F250	-	-	-	44,662	-
Utilities - Transit Van Upfitting	-	-	-	5,295	-
Public Works - Ford F150 Lightning	-	-	-	48,218	-
Total Expense	\$ -	\$ -	\$ -	\$ 1,485,421	\$ 740,279
Ending Working Capital	\$ -	\$ -	\$ -	\$ 1,681,044	\$ 2,006,522
Change in Working Capital	\$ -	\$ -	\$ -	\$ 1,681,044	\$ 325,477

INFORMATION SERVICES FUND

The information technology (IT) division is responsible for ensuring that all city technology, internet and phone connections, software, audio video systems, and geographic information system (GIS) data can be utilized affectively by City staff and where applicable by the general public. Additionally, the IT division is responsible for technology policy guidance, city wide technology project and infrastructure management, securing the City's technology systems and data, ensuring connectivity between City facilities, data backup and disaster recovery, and 24/7/365 end user helpdesk and support.

Critical IT Division Functions

- IT Functional, Vendor, and Project Management
- Network and Communications Systems
- Server and Storage Systems
- Application Management (Server)
- Application Management (Client)
- Device Management and Inventory (Client)
- GIS Data Management and Support
- End User Support and Training

MAJOR DIVISIONAL TASKS COMPLETED FY 2020-21 and 2021-22

- Enhancements to the City's Web Mapping capability, including:
 - Field worker-based data collection directly in to the GIS system
 - Dashboards and Storyboards
 - Improved data editing processes
 - new aerial photos
 - increased security of cloud GIS systems
 - added redundant on-site GIS server
- Continued cleanup, upgrades and enhancements to City GIS Databases.
- Implemented remote (off site) VoIP capability within VoIP system
- Implemented
- Optimized expenses for copiers
- Implemented new network monitoring and security tools
- Upgrade network cabling at Corp Yard and Fire Station
- Signed Contract for new City-Wide VoIP phone system
- Developed and Implemented New IT Service Management Platform (Service-Now)
- Developed and Implemented HR FAQ portal (Service-Now)
- Developed and Implemented Fleet Management Application (Service-Now)
- Developed and Implemented Employee Account Lifecycle Management Platform to automate account creation and synchronize with HR data and Systems
- Implemented HR applicant tracking system NEOGov for HR
- Replaced security Camera system at Corp Yard
- Advised on NextGen Utility Asset Management Platform acquisition and RFP
- Upgraded and enhanced site to site network connections and speeds to increase productivity across all City facilities
- Migrated Office 365 environment from Commercial Cloud to Government Cloud

INFORMATION SERVICES FUND

MAJOR DIVISIONAL TASKS COMPLETED FY 2020-21 and 2021-22 (continued)

- ☑ Enhanced remote work technology options
 - VPN
 - Zoom and Teams video conferencing
 - Council Chambers virtual meetings
 - Remote work staff enablement and support
 - DocuSign Implementation
- ☑ Created continuous improvement monitoring of City's existing Network Environment
- ☑ Created continuous improvement monitoring of City's existing Server and Storage Environment
- ☑ Implemented new more user-friendly, manageable, and secure, staff Virtual Private Network (VPN)
- ☑ Enhanced redundant internet connection and failover between two internet connections at City Hall and one connection at Police Station
- ☑ Upgraded 1/5th of staff computers per year using computer standards and department-based needs assessments
- ☑ Implemented additional network security systems including new Anti-Virus, Anti-Malware, Anti-SPAM, and Anti-Phishing system upgrades
- ☑ Implemented new Virtual Systems and Server monitoring platforms
- ☑ Performed Microsoft Licensing True-Up
- ☑ Managed upgrade to NorthStar utility billing platform
- ☑ Migrated NorthStar utility billing platform to the Cloud
- ☑ Implemented Access Control at Fire Station and Community Center

MAJOR DIVISIONAL GOALS FOR FY 2022-23 and 2023-24

- ◆ Upgrade network cabling at Police Station
- ◆ Deploy unified City VoIP system to all staff and sites
- ◆ Continue Service-Now implementation
 - IT- Asset Refresh, Change Mgt, Business Demand/Project Planning and Mgt, Problem Management, Keys/Cards Management, Discovery and Service Mapping
 - Non-IT – System Assessment, Upgrades, HR, Contracts, Mobility, System Wide Workspaces, Accounting and Financial, Upgrades, Mobility Enhancements, Employee Center Portal, System wide consistency
- ◆ Plaza Park Public Wifi Implementation
- ◆ Security Penetration Testing
- ◆ GIS Systems Infrastructure and Data Set Re-build
- ◆ Microsoft Sharepoint Core Build
- ◆ Deploy Cisco Identity Services Engine for enhanced network security
- ◆ Move user based storage to Office 365 OneDrive for better access from all devices and locations and reduced on site server resources
- ◆ Implement dark fiber site to site network connections to increase speeds and reliability, but maintain costs
- ◆ Implement 5x internet speeds at City Hall and Police Department

INFORMATION SERVICES FUND

MAJOR DIVISIONAL GOALS FOR FY 2022-23 and 2023-24 (continued)

- ◆ Review and Increase remote access capabilities of the City
- ◆ Disaster Recover and Cloud Backup of Data
- ◆ Network, Data Center, and Security Enhancements
 - SSO and MFA login enhancements
 - DNS Security
 - Netflow Analysis
- ◆ Review anti-virus platform for replacement
- ◆ Upgrade 1/5th of staff computers per year using new computer standards and department-based needs assessments
- ◆ Implement and integrate InformaCast employee alert and notification system
- ◆ Upgrade EOC conference room technology
- ◆ Upgrade City's wireless point to point connections
- ◆ Consolidate and true-up Microsoft Server Licensing
- ◆ Review and Implement critical cloud backup options for core City and Police data
- ◆ Continue development of business process automations

INFORMATION SERVICES FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 615,364	\$ 836,451	\$ 836,451	\$ 1,121,889	\$ 929,547
REVENUES					
Charges for Services	\$ 2,171,357	2,353,355	2,353,355	\$ 2,967,972	\$ 3,071,729
Interest Income	485	6,596	2,867	9,507	9,507
Transfers in - Measure T	-	70,000	45,000	-	-
Transfers in - Electric Fund	-	73,782	73,782	-	-
Transfers in - Water Fund	-	24,594	24,594	-	-
Transfers in - Wastewater Fund	485	24,594	24,594	-	-
Total Revenues	\$ 2,172,327	\$ 2,552,921	\$ 2,524,192	\$ 2,977,480	\$ 3,081,236
EXPENSES					
Wages	\$ 381,689	\$ 426,066	\$ 329,100	\$ 467,837	\$ 488,678
Overtime & Standby Pay	67,006	50,000	59,705	65,000	65,000
Part-time Wages	-	7,000	-	40,000	40,000
Fringe Benefits	261,559	238,178	232,330	189,686	200,469
Other Employee Related Expenses	-	750	71	750	750
Personal Protective Equipment	-	300	-	300	300
Contracted Services	630,417	1,147,136	971,072	1,515,071	1,535,129
Operational Expenses	115,956	134,160	177,032	299,030	148,570
Rentals & Leases	95,220	99,909	98,294	103,740	103,740
Telecommunication & Data Services	182,504	194,015	119,944	247,288	192,188
Supplies	858	5,000	82	5,000	5,000
Memberships & Dues	520	1,500	390	1,500	1,500
Meeting, Travel, & Training	11,434	20,500	5,000	12,000	12,000
Land, Building, Vehicles and Equipment	-	140,000	40,569	-	125,000
Insurance	-	-	-	30,521	33,326
Overhead Allocation	170,563	170,563	170,563	169,424	176,201
Transfers out - Debt Service Fund	33,513	34,602	34,602	22,675	-
Total Expense	\$ 1,951,240	\$ 2,669,679	\$ 2,238,754	\$ 3,169,822	\$ 3,127,851
Ending Working Capital	\$ 836,451	\$ 719,693	\$ 1,121,889	\$ 929,547	\$ 882,932
Change in Working Capital	\$ 221,087	\$ (116,758)	\$ 285,438	\$ (192,342)	\$ (46,615)

BUILDING MAINTENANCE FUND

The Building Maintenance Fund supports the maintenance needs associated with the City's buildings, parks, and other facilities.

MAJOR DEPARTMENTAL TASKS COMPLETED FY 2020-21 and 2021-22

- ☑ Transitioned the responsibility for the Building Maintenance function from Community Services Department to Administrative Services Department
- ☑ Completed Multi-Facility Project comprised of maintenance and building improvement tasks at City facilities including Police Station, Fire Station, Corporation Yard and City Hall
- ☑ Completed critical repairs to the Water Reclamation Facility emergency backup generator
- ☑ Developed and implemented COVID-19 protocols for City buildings

MAJOR DEPARTMENTAL GOALS FOR FY 2022-23 and 2023-24

- ◆ Transition maintenance ticket system to ServiceNow
- ◆ Develop and implement comprehensive annual maintenance schedule
- ◆ Complete building improvements at City Hall, Corporation Yard, Senior Center, and Community Center
- ◆ HVAC Repairs and Replacement at Library, Wastewater Reclamation Facility, Museum, and Police Department
- ◆ Install EV Charging at City Facilities

BUILDING MAINTENANCE FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 21-22			FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
	FY 20-21 Actual	Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 292,003	\$ (271,303)	\$ (271,303)	\$ 232,700	\$ 449,676
REVENUES					
Charges for Services	\$ 699,999	\$ 700,001	\$ 700,001	\$ 1,062,426	\$ 914,289
Interest Income	(882)	1,375	-	-	-
Rental Income	232,723	243,449	243,449	245,000	245,000
Transfers in - Measure T	-	190,022	190,022	-	-
Fees and Charges	11,107	-	23,203	-	-
Total Revenues	\$ 942,947	\$ 1,134,847	\$ 1,156,675	\$ 1,307,426	\$ 1,159,289
EXPENSES					
Wages	\$ 171,988	\$ 113,170	\$ 120,758	\$ 140,128	\$ 147,834
Overtime & Standby Pay	472	-	881	598	616
Part-time Wages	-	2,000	-	-	-
Fringe Benefits	157,779	144,543	130,710	155,900	165,783
Other Employee Related Expenses	59	-	-	45	45
Personal Protective Equipment	259	1,000	1,252	-	-
Contracted Services	217,202	207,400	199,149	336,598	320,946
Insurance	4,117	1,860	1,860	15,260	16,663
Utility Services	8,848	25,625	9,458	9,645	9,935
Property Rents	260,158	253,656	-	-	-
Rentals and Leases	-	-	515	500	515
Operational Expenses	16,638	31,300	17,659	33,348	34,348
Telecommunication & Data Services	3,197	5,258	2,661	3,491	3,596
Government Fees	6,963	7,544	10,240	11,130	11,464
Land, Building, Vehicles and Equipment	502,479	-	7,724	266,000	125,000
Supplies	153	-	-	636	655
Meeting, Travel, & Training	-	1,000	-	500	515
Repairs and Maintenance	4,520	159,022	310	25,000	25,000
Bad Debt Expense	2,310	-	-	-	-
Overhead Allocation	137,330	137,330	137,330	80,334	83,548
Transfers out - Debt Service Fund	11,782	12,164	12,164	11,337	-
Total Expense	\$ 1,506,253	\$ 1,102,872	\$ 652,671	\$ 1,090,450	\$ 946,463
Ending Working Capital	<u>\$ (271,303)</u>	<u>\$ (239,328)</u>	<u>\$ 232,700</u>	<u>\$ 449,676</u>	<u>\$ 662,503</u>
Change in Working Capital	\$ (563,306)	\$ 31,975	\$ 504,003	\$ 216,976	\$ 212,826



TRUST FUNDS

TRUST FUNDS

Trust funds are used to account for assets held by the City as trustee or agent for other governmental units, private organizations or individuals. The financial activities of these funds are excluded from the City-wide financial statements but are presented in separate Fiduciary financial statements.

Community Benefit Grant Trust Fund

The City Council established a Community Benefit Grant Program funded with the proceeds from the sale of the former city hall facility. This program was created to provide funding to local non-profit organizations with programs or projects designed to meet and/or enhance community needs.

The Council is interested in projects that benefit a large cross section of residents, offer a sustainable benefit to Healdsburg and support community participation. Of particular interest are programs and projects that have a direct correlation to resident services and enhancement in the areas of recreation, support services and the environment. Individual grant awards typically range from \$2,000 to \$10,000.

Plaza Flowers Veterans Trust Fund

This fund is used to account for donations made by the Velluntini family for the purpose of honoring veterans with flowers in the Plaza. A wreath is placed in the Plaza on Memorial and Veterans holidays, as well as other important dates.

Senior Center Endowment Expendable Trust Fund

The Senior Center Endowment trust was established by City Council to support the many activities and programs at the Healdsburg Senior Center. The funds are restricted for use to the extent that only earnings, not principal, may be used to support City programs. The Trust is managed by the Community Foundation of Sonoma County.

Cultural Non-Expendable Trust Fund

This fund was created in 1989 to account for contributions made to the City for the purpose of funding grants for cultural activities. These funds are restricted for use to the extent that only earning, not principal, may be used to issue grants. The City administers these funds in conjunction with the Chamber of Commerce.

**COMMUNITY BENEFIT GRANT TRUST FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 56,082	\$ 39,901	\$ 39,901	\$ 37,574	\$ 37,948
<u>REVENUES</u>					
Interest Income	\$ (21)	\$ -	\$ 114	\$ 373	\$ 373
Total Revenues	\$ (21)	\$ -	\$ 114	\$ 373	\$ 373
<u>EXPENDITURES</u>					
Support of Local Organizations	\$ 16,159	\$ -	\$ 2,441	\$ -	\$ -
Total Expenditures	\$ 16,159	\$ -	\$ 2,441	\$ -	\$ -
Ending Fund Balance	\$ 39,901	\$ 39,901	\$ 37,574	\$ 37,948	\$ 38,321
Change in Fund Balance	\$ (16,180)	\$ -	\$ (2,327)	\$ 373	\$ 373

**PLAZA FLOWERS VETERANS TRUST FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 7,005	\$ 6,550	\$ 6,550	\$ 6,119	\$ 5,519
REVENUES					
Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES					
Repairs and Maintenance	\$ 455	\$ 375	\$ 431	\$ 600	\$ 600
Total Expenditures	\$ 455	\$ 375	\$ 431	\$ 600	\$ 600
Ending Fund Balance	\$ 6,550	\$ 6,175	\$ 6,119	\$ 5,519	\$ 4,919
Change in Fund Balance	(455)	(375)	(431)	(600)	(600)

**SENIOR CENTER ENDOWMENT EXPENDABLE TRUST
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Estimated Beginning Fund Balance	\$ 231,813	\$ 294,835	\$ 294,835	\$ 306,429	\$ 314,178
<u>REVENUES</u>					
Interest Income	\$ 66,702	\$ -	\$ 15,594	\$ 11,749	\$ 11,749
Total Revenues	\$ 66,702	\$ -	\$ 15,594	\$ 11,749	\$ 11,749
<u>EXPENDITURES</u>					
Bank Fees	\$ 3,680	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
Total Expenditures	\$ 3,680	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
Ending Fund Balance	\$ 294,835	\$ 294,835	\$ 306,429	\$ 314,178	\$ 321,926
Change in Fund Balance	\$ 63,022	\$ -	\$ 11,594	\$ 7,749	\$ 7,749

**CULTURAL NON EXPENDABLE TRUST FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 78,472	\$ 78,632	\$ 78,632	\$ 78,872	\$ 79,653
<u>REVENUES</u>					
Interest Income	\$ 160	\$ -	\$ 240	\$ 781	\$ 781
Total Revenues	\$ 160	\$ -	\$ 240	\$ 781	\$ 781
<u>EXPENDITURES</u>					
Support of Local Organizations	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 78,632	\$ 78,632	\$ 78,872	\$ 79,653	\$ 80,435
Change in Fund Balance	160	-	240	781	781



DEVELOPMENT IMPACT FEE FUNDS

DEVELOPMENT IMPACT FEES FUNDS

Development impact fees are used only for the construction and the expansion of infrastructure to accommodate growth, not for operating or maintenance costs.

Fire Facilities Development Impact fees are used to fund the expansion and improved delivery of fire services required to mitigate the impact of new developments.

Parking Development Impact fees are used to fund parking improvements and alternative transportation, including bicycle and pedestrian, improvements designed to reduce parking requirements for which the fees are charged.

Streets Development Impact fees are used to fund the design and construction of streets, bridges and traffic signal infrastructure improvements required to mitigate the impact of new development.

Water Development Impact fees are used to fund the design and construction of water supply, water treatment and distribution system infrastructure improvements required to mitigate the impact of new development.

Wastewater Development Impact fees are used to fund the design and construction of wastewater treatment and collection infrastructure improvements required to mitigate the impact of new development.

Drainage Development Impact fees are used to fund the design and construction of drainage infrastructure improvements required to mitigate the impact of new development.

Electric Development Impact fees are used to fund the design and construction of electric infrastructure improvements required to mitigate the impact of new development.

Park Development Impact fees are used to fund the design and construction of park and park improvements required to mitigate the impact of new development.

**FIRE FACILITIES DEVELOPMENT IMPACT FEES FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 252,368	\$ 268,543	\$ 268,543	\$ 279,388	\$ 137,194
REVENUES					
Development Fees	\$ 15,590	\$ -	\$ 10,104	\$ -	\$ -
Interest Income	585	-	741	1,178	1,178
Total Revenues	\$ 16,175	\$ -	\$ 10,845	\$ 1,178	\$ 1,178
EXPENDITURES					
Operational Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers out - Vehicle Replacement Fund	\$ -	\$ 143,334	\$ -	\$ 143,372	\$ 138,372
Total Expenditures	\$ -	\$ 143,334	\$ -	\$ 143,372	\$ 138,372
Ending Fund Balance	\$ 268,543	\$ 125,209	\$ 279,388	\$ 137,194	\$ 0
Change in Fund Balance	\$ 16,175	\$ (143,334)	\$ 10,845	\$ (142,194)	\$ (137,194)

PARKING DEVELOPMENT IMPACT FEES FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 76,525	\$ 124,103	\$ 124,103	\$ 412,979	\$ 414,998
REVENUES					
Development Fees	\$ 47,190	\$ -	\$ 288,387	\$ -	\$ -
Interest Income	388	-	489	2,019	2,019
Total Revenues	<u>\$ 47,578</u>	<u>\$ -</u>	<u>\$ 288,876</u>	<u>\$ 2,019</u>	<u>\$ 2,019</u>
EXPENDITURES					
Operational Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Ending Fund Balance	<u>\$ 124,103</u>	<u>\$ 124,103</u>	<u>\$ 412,979</u>	<u>\$ 414,998</u>	<u>\$ 417,016</u>
Change in Fund Balance	\$ 47,578	\$ -	\$ 288,876	\$ 2,019	\$ 2,019

**STREETS DEVELOPMENT IMPACT FEES FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 193,862	\$ 408,789	\$ 408,789	\$ 1,231,620	\$ 1,242,861
REVENUES					
Development Fees	\$ 399,627	\$ -	\$ 819,169	\$ -	\$ -
Interest Income	83	-	3,663	11,240	11,240
Total Revenues	\$ 399,710	\$ -	\$ 822,832	\$ 11,240	\$ 11,240
EXPENDITURES					
Transfers out - Streets Capital Projects Fund	\$ 175,000	\$ -	\$ -	\$ -	\$ -
Operational Expense	\$ 9,783	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 184,783	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 408,789	\$ 408,789	\$ 1,231,620	\$ 1,242,861	\$ 1,254,101
Change in Fund Balance	\$ 214,927	\$ -	\$ 822,832	\$ 11,240	\$ 11,240

WATER DEVELOPMENT IMPACT FEES FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 1,559,938	\$ 1,418,606	\$ 1,418,606	\$ 1,178,928	\$ 767,793
REVENUES					
Development Fees	\$ 194,469	\$ -	\$ 962,547	\$ -	\$ -
Interest Income	1,677	-	7,016	11,026	11,026
Total Revenues	\$ 196,146	\$ -	\$ 969,563	\$ 11,026	\$ 11,026
EXPENDITURES					
Operational Expense	\$ 30,615	\$ -	\$ 12,405	\$ -	\$ -
Transfers out - Water Fund	197,872	1,196,836	1,196,836	422,161	422,161
Transfers out - Water Capital Replacement Fund	108,991	-	-	-	40,833
Total Expenditures	\$ 337,478	\$ 1,196,836	\$ 1,209,241	\$ 422,161	\$ 462,994
Ending Fund Balance	\$ 1,418,606	\$ 221,770	\$ 1,178,928	\$ 767,793	\$ 315,824
Change in Fund Balance	\$ (141,332)	\$ (1,196,836)	\$ (239,678)	\$ (411,135)	\$ (451,968)

**WASTEWATER DEVELOPMENT IMPACT FEES FUND
FY 20-21 & FY 21-22 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 3,312,512	\$ 1,458,419	\$ 1,458,419	\$ 2,831,433	\$ 2,796,516
REVENUES					
Development Fees	\$ 315,607	\$ -	\$ 2,175,956	\$ 250,000	\$ -
Interest Income	(10,630)	-	10,726	16,582	16,582
Total Revenues	\$ 304,977	\$ -	\$ 2,186,682	\$ 266,582	\$ 16,582
EXPENDITURES					
Transfers out - Wastewater Fund	\$ 300,000	\$ 526,626	\$ 526,262	\$ 301,500	\$ 227,090
Transfer out - Water Capital Replacement Fun	186,322	-	-	-	-
Transfer out - Wastewater Capital Replacemer	-	275,000	275,000	-	27,500
Transfers out - Streets Fund	1,642,133	-	-	-	-
Operational Expense	30,615	-	12,405	-	-
Total Expenditures	\$ 2,159,070	\$ 801,626	\$ 813,667	\$ 301,500	\$ 254,590
Ending Fund Balance	\$ 1,458,419	\$ 656,793	\$ 2,831,433	\$ 2,796,516	\$ 2,558,508
Change in Fund Balance	\$ (1,854,093)	\$ (801,626)	\$ 1,373,015	\$ (34,918)	\$ (238,008)

**DRAINAGE DEVELOPMENT IMPACT FEES FUND
FY 22-23 & FY 23-24 Biennial Budget**

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 1,849,924	\$ 766,594	\$ 766,594	\$ 1,260,696	\$ 1,266,591
REVENUES					
Development Fees	\$ 115,682	\$ -	\$ 490,362	\$ -	\$ -
Interest Income	(6,484)	-	3,740	5,895	5,895
Total Revenues	\$ 109,198	\$ -	\$ 494,102	\$ 5,895	\$ 5,895
EXPENDITURES					
Operational Expense	\$ 17,992	\$ -	\$ -	\$ -	\$ -
Transfers out - Drainage Capital Projects Fund	-	-	-	-	60,000
Transfers out - Streets Capital Project Fund	1,174,536	-	-	-	-
Total Expenditures	\$ 1,192,528	\$ -	\$ -	\$ -	\$ 60,000
Ending Fund Balance	\$ 766,594	\$ 766,594	\$ 1,260,696	\$ 1,266,591	\$ 1,212,486
Change in Fund Balance	\$ (1,083,330)	\$ -	\$ 494,102	\$ 5,895	\$ (54,105)

ELECTRIC DEVELOPMENT IMPACT FEES FUND
FY 22-23 & FY 23-24 Biennial Budget

	FY 20-21 Actual	FY 21-22		FY 22-23 Adopted Budget	FY 23-24 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 736,462	\$ 628,018	\$ 628,018	\$ 662,211	\$ 665,442
REVENUES					
Development Fees	\$ 66,105	\$ -	\$ 32,196	\$ -	\$ -
Interest Income	909	-	1,997	3,231	3,231
Total Revenues	\$ 67,014	\$ -	\$ 34,193	\$ 3,231	\$ 3,231
EXPENDITURES					
Transfers out - Electric Capital Replacement Fund	\$ 175,457	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 175,457	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 628,018	\$ 628,018	\$ 662,211	\$ 665,442	\$ 668,674
Change in Fund Balance	\$ (108,443)	\$ -	\$ 34,193	\$ 3,231	\$ 3,231

PARK DEVELOPMENT IMPACT FEES FUND
FY 22-23 & FY 23-24 Biennial Budget

	<u>FY 21-22</u>			<u>FY 22-23 Adopted Budget</u>	<u>FY 23-24 Adopted Budget</u>
	<u>FY 20-21 Actual</u>	<u>Amended Budget</u>	<u>Estimated Year End</u>		
Beginning Fund Balance	\$ 553,704	\$ 615,798	\$ 615,798	\$ 993,159	\$ 0
<u>REVENUES</u>					
Development Fees	\$ 60,931	\$ -	\$ 496,996	\$ -	\$ -
Development Royalties	226	-	201	200	200
Interest Income	1,554	-	3,355	5,252	-
Total Revenues	<u>\$ 62,711</u>	<u>\$ -</u>	<u>\$ 500,551</u>	<u>\$ 5,452</u>	<u>\$ 200</u>
<u>EXPENDITURES</u>					
Operational Expense	\$ 617	\$ -	\$ -	\$ -	\$ -
Transfers out - Community Services Capital Projects Fund	\$ -	\$ 520,000	\$ 123,190	\$ 998,611	\$ -
Total Expenditures	<u>\$ 617</u>	<u>\$ 520,000</u>	<u>\$ 123,190</u>	<u>\$ 998,611</u>	<u>\$ -</u>
Ending Fund Balance	<u>\$ 615,798</u>	<u>\$ 95,798</u>	<u>\$ 993,159</u>	<u>\$ 0</u>	<u>\$ 200</u>
Change in Fund Balance	\$ 62,094	\$ (520,000)	\$ 377,361	\$ (993,159)	\$ 200



CAPITAL IMPROVEMENT PROGRAM

CAPITAL IMPROVEMENT PROGRAM

It is essential for the long-term health of our city that infrastructure needs are addressed, as they substantially affect the livability, economic vitality and quality of services in the community. As previous investments are now reaching the end of their useful lives, there is a growing need to replace, expand, and modernize facilities. Building on the efforts of the last several years and guided by the adopted Council goals, the Capital Improvement Program (CIP) continues targeted investments to maintain, rehabilitate, and rejuvenate a wide array of public infrastructure to improve system reliability and resiliency, enhance recreational experiences, advance public safety and ensure that the City's facilities are in good order for generations to come.

The CIP budget is funded by a variety of sources, including Federal and State Grant Funds, Development Impact Fees, and Enterprise Funds.

Airport Projects - Fund 572

Project Name	Project #	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Total
Airport Runway Pavement Rehabilitation	AP1504	\$ -	\$ -	\$ 112,000	\$ 1,071,000	\$ -	\$ 1,183,000
Airport Pavement Maintenance Management Plan	AP1505	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Airport Taxiways A2, A3 & A5 Reconfiguration	AP1506	\$ 608,000	\$ -	\$ -	\$ -	\$ -	\$ 608,000
Airport North Apron Reconstruction	AP1507	\$ -	\$ 82,000	\$ 810,000	\$ -	\$ -	\$ 892,000
Airport Reconstruct Taxiways A (East), A4 and A5	AP1508	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000
		\$ 683,000	\$ 82,000	\$ 922,000	\$ 1,071,000	\$ 60,000	\$ 2,818,000

Other City Projects - Fund 102

Project Name	Project #	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Total
Fire Substation	PWF100	\$ 6,049,586	\$ -	\$ -	\$ -	\$ -	\$ 6,049,586
CMMS	PWS940	\$ 68,437	\$ -	\$ -	\$ -	\$ -	\$ 68,437
Utility Billing Enhancements	PWSXXX	\$ -	\$ -	\$ 332,000	\$ -	\$ -	\$ 332,000
Access Control Systems	ITXXX	\$ -	\$ -	\$ 580,000	\$ -	\$ -	\$ 580,000
		\$ 6,118,023	\$ -	\$ 912,000	\$ -	\$ -	\$ 7,030,023

Streets Projects - Fund 512

Project Name	Project #	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Total
Pavement Preventative Maintenance	PWT115	\$ 1,521,208	\$ 1,000,000	\$ 236,000	\$ 236,000	\$ 236,000	\$ 3,229,208
FY 21/22 Annual Concrete Maintenance	PWT118	\$ 296,426	\$ -	\$ -	\$ -	\$ -	\$ 296,426
FY 22/23 Sidewalk Repair and Gap Closure	PWT119	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000
Front Street Pedestrian and Bicycle Improvements	PWT120	\$ 565,000	\$ -	\$ -	\$ -	\$ -	\$ 565,000
CDBG - Curb Ramp Improvements	PWT121	\$ 459,000	\$ -	\$ -	\$ -	\$ -	\$ 459,000
Healdsburg Avenue Complete Streets Project	PWT122	\$ 1,000,000	\$ -	\$ -	\$ 11,624,000	\$ -	\$ 12,624,000
Grove Street Neighborhood Plan Implementation	PWT123	\$ 350,000	\$ -	\$ 2,850,000	\$ -	\$ -	\$ 3,200,000
E-Bike Share Pilot Program	PWT124	\$ 290,000	\$ -	\$ -	\$ -	\$ -	\$ 290,000
Ward Street Neighborhood Revitalization Project	PWT125	\$ 42,500	\$ -	\$ -	\$ -	\$ -	\$ 42,500
Citywide Bike System Improvement	PWT126	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Healdsburg Avenue/Mill District Connectivity	PWT127	\$ 120,000	\$ -	\$ 615,000	\$ -	\$ -	\$ 735,000
FY 23/24 Sidewalk Repair and Gap Closure	PWT128	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
FY24/25 Through FY26/27 Sidewalk Repair	PWTXXX	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 300,000
North Fitch Mountain Road Slide Repair	PWTXXX	\$ -	\$ -	\$ -	\$ -	\$ 625,000	\$ 625,000
US-101 and Dry Creek Road Interchange	PWTXXX	\$ -	\$ -	\$ 350,000	\$ 1,072,500	\$ 7,150,000	\$ 8,572,500
March Avenue Reconstruction	PWTXXX	\$ -	\$ 235,000	\$ 2,350,000	\$ -	\$ -	\$ 2,585,000
		\$ 4,784,134	\$ 1,385,000	\$ 6,501,000	\$ 13,032,500	\$ 8,111,000	\$ 33,813,634

Community Services Projects - Fund 582

Project Name	Project #	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Total
Fitch Mountain Park and Open Space Preserve	CS1011	2,377,099	-	-	-	-	2,377,099
Badger Park Redevelopment	CS1014	437,042	527,500	12,207,909	-	-	13,172,451
Montage Healdsburg Park Development	CS1017	785,359	1,500,000	25,400,722	-	-	27,686,081
Pavilion at 3 North Street	CW1022	585,515	6,077,780	-	-	-	6,663,295
Community Center Preschool Renovations	CS1025	225,000	-	-	-	-	225,000
		4,410,015	8,105,280	37,608,631	-	-	50,123,926

Water Projects - Fund 522

Project Name	Project #	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Total
McDonough Water Transmission Main Replacement	PWW125	\$ -	\$ -	\$ -	\$ 157,500	\$ 1,725,000	\$ 1,882,500
Fitch Water Treatment Building Modernization	PWW126	\$ -	\$ -	\$ 304,894	\$ -	\$ -	\$ 304,894
Dry Creek Water Treatment Plant Upgrades	PWW128	\$ 252,669	\$ -	\$ 750,000	\$ -	\$ -	\$ 1,002,669
UV treatment of Cryptosporidium at Fitch	PWW135	\$ 146,283	\$ -	\$ 330,000	\$ -	\$ -	\$ 476,283
Brown Street Sewer and Water Replacement	PWW931	\$ 176,500	\$ -	\$ 2,320,000	\$ -	\$ -	\$ 2,496,500
Reed Court and Bianca Lane Sewer and Water	PWW932	\$ -	\$ -	\$ -	\$ 210,000	\$ 2,400,000	\$ 2,610,000
University Street Sewer and Water Replacement	PWW933	\$ -	\$ -	\$ 199,000	\$ 2,410,000	\$ -	\$ 2,609,000
Groundwater Supply Wells / ASR	PWW934	\$ -	\$ -	\$ 1,361,000	\$ 8,295,000	\$ -	\$ 9,656,000
Municipal Recycled Water Pipeline	PWW935	\$ 1,082,984	\$ 3,917,016	\$ 2,510,447	\$ 6,427,451	\$ -	\$ 13,937,898
		\$ 1,658,436	\$ 3,917,016	\$ 7,775,341	\$ 17,499,951	\$ 4,125,000	\$ 34,975,745

Wastewater Projects - Fund 532

Project Name	Project #	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Total
Healdsburg Avenue Sewer Replacement	PWS924	\$ -	\$ -	\$ 1,470,671	\$ -	\$ -	\$ 1,470,671
Orchard Lift Station Reconstruction	PWS929	\$ -	\$ -	\$ 409,450	\$ -	\$ -	\$ 409,450
Corp Yard Force Main - Westside Rd Gravity Sewer	PWS931	\$ -	\$ -	\$ -	\$ 61,027	\$ 423,123	\$ 484,150
Corporation Yard Vactor Station and Pump Station	PWS932	\$ -	\$ -	\$ -	\$ 228,122	\$ 1,581,649	\$ 1,809,771
Recycled Water System Expansion	PWS936	\$ 24,118	\$ -	\$ -	\$ -	\$ -	\$ 24,118
WRF Dewatered Biosolids Modifications	PWS941	\$ 211,970	\$ -	\$ 225,000	\$ -	\$ -	\$ 436,970
Water Reclamation Facility Flood Mitigation	PWS944	\$ 224,411	\$ -	\$ -	\$ -	\$ -	\$ 224,411
Healdsburg Avenue Utility Replacements	PWS945	\$ -	\$ 223,500	\$ 2,235,000	\$ -	\$ -	\$ 2,458,500
Grove Street and Vine Street Trunk Main Replacement	PWSXXX	\$ -	\$ -	\$ -	\$ 325,000	\$ 3,250,000	\$ 3,575,000
Trash Capture Implementation Phase 1	PWD112	\$ -	\$ -	\$ 150,000	\$ 10,000	\$ 10,000	\$ 170,000
Chablis Road Drainage Channel Sediment Removal	PWD113	\$ 25,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 125,000
		\$ 485,499	\$ 223,500	\$ 4,590,121	\$ 624,150	\$ 5,264,771	\$ 11,188,041

Electric Projects - Fund 542

Project Name	Project #	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Total
Badger Substation 60kV and 12kV Bus Reconstruction	EL1008	30,000	-	-	-	-	30,000
Public Electric Vehicle Charging Stations	EL1011	425,000	-	-	-	-	425,000
Install Backtie for South Healdsburg	EL1013	-	40,000	720,000	-	-	760,000
Reconductor Grove Street North of Dry Creek	EL1014	127,500	-	-	-	-	127,500
Badger Substation Bank Replacement	EL1015	-	-	-	-	750,000	750,000
Guantlett Tower Replacement	EL1016	185,000	-	-	-	-	185,000
Underground Grove Street	EL1017	25,000	25,000	1,520,000	-	-	1,570,000
Underground Healdsburg Ave	EL10XX	-	-	155,000	2,000,000	2,000,000	4,155,000
Badger Substation Seismic Retrofit	EL1018	62,500	312,500	-	-	-	375,000
Mill District Development	ELR292	362,000	-	-	-	-	362,000
Passalacqua & Parkland Farms Inf. Ext.	ELR308	160,000	-	-	-	-	160,000
155 Dry Creek Affordable Housing	ELR343	16,300	169,000	-	-	-	185,300
Montage Affordable Housing	ELRXXX	26,080	260,800	-	-	-	286,880
ENSO/North Village Development	ELR316	324,000	-	-	-	-	324,000
		1,743,380	807,300	2,395,000	2,000,000	2,750,000	9,695,680
Total		19,882,487	14,520,096	60,704,094	34,227,601	20,310,771	149,645,049

Airport Projects - Fund 572

Project Name	Project #	FY 22-23 Budget	FY 23-24 Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	Total
Airport Runway Pavement Rehabilitation	AP1504	\$ -	\$ -	\$ 112,000	\$ 1,071,000	\$ -	\$ 1,183,000
Airport Pavement Maintenance Management Plan	AP1505	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000
Airport Taxiways A2, A3 &A5 Reconfiguration	AP1506	\$ 608,000	\$ -	\$ -	\$ -	\$ -	\$ 608,000
Airport North Apron Reconstruction	AP1507	\$ -	\$ 82,000	\$ 810,000	\$ -	\$ -	\$ 892,000
Airport Reconstruct Taxiways A (East), A4 and A5	AP1508	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000
		\$ 693,000	\$ 82,000	\$ 922,000	\$ 1,071,000	\$ 60,000	\$ 2,828,000

Project Name	Project #	FY 22-23			FY 23-24		
		Airport Fund 570	FAA Grant Funds	Total	Airport Fund 570	FAA Grant Funds	Total
Airport Pavement Maintenance Management Plan	AP1505	\$ 7,500	\$ 77,500	\$ 85,000	\$ -	\$ -	\$ -
Airport Taxiways A2, A3 &A5 Reconfiguration	AP1506	\$ 33,440	\$ 574,560	\$ 608,000	\$ -	\$ -	\$ -
Airport North Apron Reconstruction	AP1507	\$ -	\$ -	\$ -	\$ 4,510	\$ 77,490	\$ 82,000
		\$ 40,940	\$ 652,060	\$ 693,000	\$ 4,510	\$ 77,490	\$ 82,000

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
Airport Runway Pavement Rehabilitation

Project Number:
AP1504

Project Priority:
Necessary

Project Description:
This project will rehabilitate the runway pavement to maintain smoothness, skid resistance, prevent water intrusion, and extend service life.



Department: Public Works

General Plan Consistency:

Goal T-F Continued maintenance of the Healdsburg Municipal Airport.

Policy T-F-3 The policies and capital improvement projects contained in the Airport Master Plan shall be pursued as funding allows.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22						Projected Five Year Total
			2022-23	2023-24	2024-25	2025-26	2026-27	
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 112,000	\$ 1,071,000	\$ -	\$ 1,183,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 112,000	\$ -	\$ -	\$ 112,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,071,000	\$ -	\$ 1,071,000
Funding Sources:								
Fund 572 Airport Fund	\$ -	\$ -	\$ -	\$ -	\$ 6,160	\$ 58,905	\$ -	\$ 65,065
Fund 572 Airport Fund (Caltrans Grant)	\$ -	\$ -	\$ -	\$ -	\$ 5,040	\$ 48,195	\$ -	\$ 53,235
Fund 572 Airport Fund (FAA Grant)	\$ -	\$ -	\$ -	\$ -	\$ 100,800	\$ 963,900	\$ -	\$ 1,064,700
	\$ -	\$ -	\$ -	\$ -	\$ 112,000	\$ 1,071,000	\$ -	\$ 1,183,000

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
Airport Pavement Maintenance Management Plan

Project Number: AP1505
Project Priority: Necessary

Project Description:
This project will evaluate the existing surface and subsurface condition of the various pavement at the Airport to determine the most effectively and efficient methods of repair and maintenance.



Department: Public Works

General Plan Consistency:
Goal T-F Continued maintenance of the Healdsburg Municipal Airport.
Policy T-F-3 The policies and capital improvement projects contained in the Airport Master Plan shall be pursued as funding allows.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 95,000	\$ 25,000	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 95,000	\$ 25,000	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources:								
Fund 572 Airport Fund	\$ 9,500	\$ 2,500	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500
Fund 572 Airport Fund (FAA Grant)	\$ 85,500	\$ 22,500	\$ 77,500	\$ -	\$ -	\$ -	\$ -	\$ 77,500
	\$ 95,000	\$ 25,000	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000

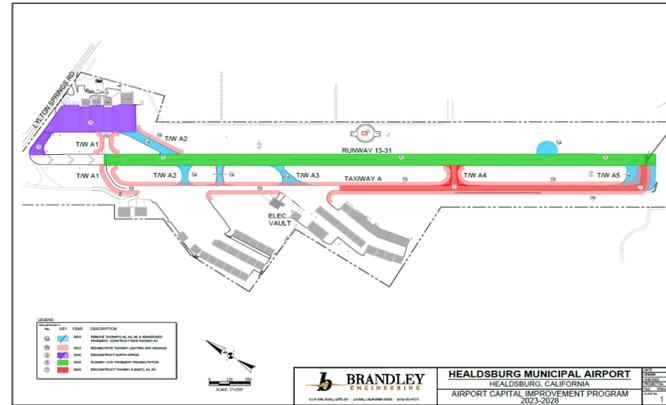
City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
 Airport Taxiways A2, A3 & A5 Reconfiguration and Rehabilitation of Lighting and Signage

Project Number:
 AP1506

Project Priority:
 Necessary

Project Description:
 This project will reconfigure Taxiways A2, A3 and A5 to be in conformance with current FAA standards and upgrade taxiway signage and lighting.



Department: Public Works

General Plan Consistency:

Goal T-F Continued maintenance of the Healdsburg Municipal Airport.
 Policy T-F-3 The policies and capital improvement projects contained in the Airport Master Plan shall be pursued as funding allows.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 608,000	\$ -	\$ -	\$ -	\$ -	\$ 608,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 60,800	\$ -	\$ -	\$ -	\$ -	\$ 60,800
Construction	\$ -	\$ -	\$ 547,200	\$ -	\$ -	\$ -	\$ -	\$ 547,200
Funding Sources:								
Fund 572 Airport Fund	\$ -	\$ -	\$ 33,440	\$ -	\$ -	\$ -	\$ -	\$ 33,440
Fund 572 Airport Fund (Caltrans Grant)	\$ -	\$ -	\$ 27,360	\$ -	\$ -	\$ -	\$ -	\$ 27,360
Fund 572 Airport Fund (FAA Grant)	\$ -	\$ -	\$ 547,200	\$ -	\$ -	\$ -	\$ -	\$ 547,200
	\$ -	\$ -	\$ 608,000	\$ -	\$ -	\$ -	\$ -	\$ 608,000

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
Airport North Apron Reconstruction

Project Number:
AP1507

Project Priority:
Necessary

Project Description:
This project will reconstruct the failing north apron pavement.



Department: Public Works

General Plan Consistency:

Goal T-F Continued maintenance of the Healdsburg Municipal Airport.

Policy T-F-3 The policies and capital improvement projects contained in the Airport Master Plan shall be pursued as funding allows.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ 82,000	\$ 810,000	\$ -	\$ -	\$ 892,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ 82,000	\$ -	\$ -	\$ -	\$ 82,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 810,000	\$ -	\$ -	\$ 810,000
Funding Sources:								
Fund 572 Airport Fund	\$ -	\$ -	\$ -	\$ 4,510	\$ 44,550	\$ -	\$ -	\$ 49,060
Fund 572 Airport Fund (Caltrans Grant)	\$ -	\$ -	\$ -	\$ 3,690	\$ 36,450	\$ -	\$ -	\$ 40,140
Fund 572 Airport Fund (FAA Grant)	\$ -	\$ -	\$ -	\$ 73,800	\$ 729,000	\$ -	\$ -	\$ 802,800
	\$ -	\$ -	\$ -	\$ 82,000	\$ 810,000	\$ -	\$ -	\$ 892,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Airport Reconstruct Taxiways A (East), A4 and A5

Project Number: AP1508 **Project Priority:** Necessary

Project Description:
This project will reconstruct failing taxiway pavement.



Department: Public Works

General Plan Consistency:

Goal T-F Continued maintenance of the Healdsburg Municipal Airport.

Policy T-F-3 The policies and capital improvement projects contained in the Airport Master Plan shall be pursued as funding allows.

Appropriations beyond the 5 year program period are needed to complete the project: Yes (X) No ()

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources:								
Fund 572 Airport Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,300	\$ 3,300
Fund 572 Airport Fund (Caltrans Grant)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,700	\$ 2,700
Fund 572 Airport Fund (FAA Grant)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,000	\$ 54,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000

Other City Projects - Fund 102

Project Name	Project #	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Total
		Budget	Budget	Budget	Budget	Budget	
Fire Substation	PWF100	\$ 6,049,586	\$ -	\$ -	\$ -	\$ -	\$ 6,049,586
CMMS	PWS940	\$ 68,437	\$ -	\$ -	\$ -	\$ -	\$ 68,437
Utility Billing Enhancements	PWSXXX	\$ -	\$ -	\$ 332,000	\$ -	\$ -	\$ 332,000
Access Control Systems	ITXXXX	\$ -	\$ -	\$ 580,000	\$ -	\$ -	\$ 580,000
		\$ 6,118,023	\$ -	\$ 912,000	\$ -	\$ -	\$ 7,030,023

Project Name	Project #	FY 22-23					Total	FY 23-24
		Measure T Fund 105	Developer Funded	Water Fund 520	Wastewater Fund 530	Electric Fund 540		Total
Fire Substation	PWF100	\$ 2,950,000	\$ 3,099,586	\$ -	\$ -	\$ -	\$ 6,049,586	\$ -
CMMS	PWS940	\$ -	\$ -	\$ 22,812	\$ 22,812	\$ 22,812	\$ 68,436	\$ -
		\$ 2,950,000	\$ 3,099,586	\$ 22,812	\$ 22,812	\$ 22,812	\$ 6,118,022	\$ -

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Fire Substation

Project Number:
PWF100

Project Priority:
Necessary

Project Description:
This project will construct a 4,200 square-foot fire substation at the northern end of the City. Funding is from adjacent developments and local Tax Measure T.



Department: Public Works

General Plan Consistency:
Goal S-D Prevent the loss of lives, injuries, and property damage due to wildland and urban fires.
Policy S-D-5 The City will seek to minimize response time to fires.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 6,049,586	\$ -	\$ -	\$ -	\$ -	\$ 6,049,586
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ 6,049,586	\$ -	\$ -	\$ -	\$ -	\$ 6,049,586
Funding Sources:								
Development Agreement (Montage)	\$ -	\$ -	\$ 1,599,586	\$ -	\$ -	\$ -	\$ -	\$ 1,599,586
Development Agreement (Comstock)	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
Measure T Fund 105	\$ -	\$ -	\$ 2,950,000	\$ -	\$ -	\$ -	\$ -	\$ 2,950,000
	\$ -	\$ -	\$ 6,049,586	\$ -	\$ -	\$ -	\$ -	\$ 6,049,586

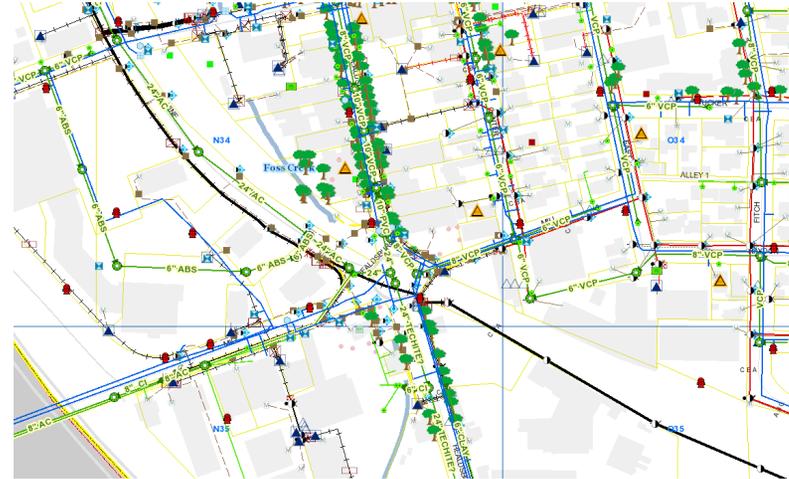
**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
CMMS Software for Linear Assets

Project Number:
PWS940

Project Priority:
Necessary

Project Description:
The linear assets need a management system to document maintenance activities and to generate work orders. The CMMS system will be used by multiple City departments including water, wastewater, and electric.



Department: Utility

General Plan Consistency:

Goal PS-A An adequate level of service in the City's water system to meet the needs of existing and projected development.
Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 249,999	\$ 161,531	\$ 68,437	\$ -	\$ -	\$ -	\$ -	\$ 68,437
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 249,999	\$ 161,531	\$ 68,437	\$ -	\$ -	\$ -	\$ -	\$ 68,437
Funding Sources:								
Water Fund 520	\$ 83,333	\$ 53,844	\$ 22,812	\$ -	\$ -	\$ -	\$ -	\$ 22,812
Wastewater Fund 530	\$ 83,333	\$ 53,844	\$ 22,812	\$ -	\$ -	\$ -	\$ -	\$ 22,812
Electric Fund 540	\$ 83,333	\$ 53,844	\$ 22,812	\$ -	\$ -	\$ -	\$ -	\$ 22,812
Total	\$ 249,999	\$ 161,531	\$ 68,437	\$ -	\$ -	\$ -	\$ -	\$ 68,437

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Utility Billing Enhancements

Project Number:
PWSXXX

Project Priority:
Desirable

Project Description:
Add new modules that increase functionality of the Utility Billing System to increase efficiencies. Add meter data management to the Utility Billing System to increase accuracy and transparency.



Department: Utility

General Plan Consistency:

Goal PS-A An adequate level of service in the City's water system to meet the needs of existing and projected development.

Policy PS-A-7 The City will continuously monitor water flows through the City's water system to identify areas of potential water loss and cases of under billings for water service and shall make improvements in the systems as necessary.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 332,000	\$ -	\$ -	\$ 332,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ 332,000	\$ -	\$ -	\$ 332,000
Funding Sources:								
Fund 520 Water Fund	\$ -	\$ -	\$ -	\$ -	\$ 83,000	\$ -	\$ -	\$ 83,000
Fund 530 Wastewater Fund	\$ -	\$ -	\$ -	\$ -	\$ 83,000	\$ -	\$ -	\$ 83,000
Fund 540 Electric Fund	\$ -	\$ -	\$ -	\$ -	\$ 149,400	\$ -	\$ -	\$ 149,400
531 Drainage Fund	\$ -	\$ -	\$ -	\$ -	\$ 16,600	\$ -	\$ -	\$ 16,600
Total	\$ -	\$ -	\$ -	\$ -	\$ 332,000	\$ -	\$ -	\$ 332,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Access Control Systems

Project Number:

ITXXXX

Project Priority:

Desirable

Project Description:

Install access control at the Police Department and Senior Center. Upgrade existing access control system at facilities citywide. Includes installation of and access control to an emergency exit door in the City Council Chambers.



Department: Community Services

General Plan Consistency:

PS-E-4 The Police Department will maintain adequate equipment and facilities.

Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 480,000	\$ -	\$ -	\$ 480,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ 480,000	\$ -	\$ -	\$ 480,000
Funding Sources:								
Information Service Fund 603	\$ -	\$ -	\$ -	\$ -	\$ 480,000	\$ -	\$ -	\$ 480,000
Building Maintenance Fund 604	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 580,000	\$ -	\$ -	\$ 580,000

Streets Projects - Fund 512

Project Name	Project #	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Total
		Budget	Budget	Budget	Budget	Budget	
Pavement Preventative Maintenance	PWT115	\$ 1,521,208	\$ 1,000,000	\$ 236,000	\$ 236,000	\$ 236,000	\$ 3,229,208
FY 21/22 Annual Concrete Maintenance	PWT118	\$ 296,426	\$ -	\$ -	\$ -	\$ -	\$ 296,426
FY 22/23 Sidewalk Repair and Gap Closure	PWT119	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000
Front Street Pedestrian and Bicycle Improvements	PWT120	\$ 565,000	\$ -	\$ -	\$ -	\$ -	\$ 565,000
Community Development Block Grant - Curb Ramp Improvements	PWT121	\$ 459,000	\$ -	\$ -	\$ -	\$ -	\$ 459,000
Healdsburg Avenue Complete Streets Project	PWT122	\$ 1,000,000	\$ -	\$ -	\$ 11,624,000	\$ -	\$ 12,624,000
Grove Street Neighborhood Plan Implementation	PWT123	\$ 350,000	\$ -	\$ 2,850,000	\$ -	\$ -	\$ 3,200,000
E-Bike Share Pilot Program	PWT124	\$ 290,000	\$ -	\$ -	\$ -	\$ -	\$ 290,000
Ward Street Neighborhood Revitalization Project	PWT125	\$ 42,500	\$ -	\$ -	\$ -	\$ -	\$ 42,500
Citywide Bike System Improvement	PWT126	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Healdsburg Avenue/Mill District Connectivity	PWT127	\$ 120,000	\$ -	\$ 615,000	\$ -	\$ -	\$ 735,000
FY 23/24 Sidewalk Repair and Gap Closure	PWT128	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
March Avenue Reconstruction	PWT129	\$ -	\$ 235,000	\$ 2,350,000	\$ -	\$ -	\$ 2,585,000
FY24/25 Through FY26/27 Sidewalk Repair and Gap Closure	PWTXXX	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 300,000
North Fitch Mountain Road Slide Repair	PWTXXX	\$ -	\$ -	\$ -	\$ -	\$ 625,000	\$ 625,000
US-101 and Dry Creek Road Interchange	PWTXXX	\$ -	\$ -	\$ 350,000	\$ 1,072,500	\$ 7,150,000	\$ 8,572,500
		\$ 4,784,134	\$ 1,385,000	\$ 6,501,000	\$ 13,032,500	\$ 8,111,000	\$ 33,813,634

Project Name	Project #	FY 22-23								FY 23-24						
		Streets	SB1 (RMRA)	Excess Bond	TCRF Fund	Developer	Measure	Total	SB1 (RMRA)	Measure	TDA-3	Total				
		Fund 510	Fund 202	ARPA	Fund 212	203	Grant	Funded	105	Fund 202	ARPA	105				
Pavement Preventative Maintenance	PWT115	\$ -	\$ 671,208	\$ 850,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,521,208	\$ 236,000	\$ 472,788	\$ 291,212	\$ -	\$ 1,000,000
FY 21/22 Annual Concrete Maintenance	PWT118	\$ 168,535	\$ -	\$ -	\$ 85,523	\$ 42,368	\$ -	\$ -	\$ -	\$ -	\$ 296,426	\$ -	\$ -	\$ -	\$ -	\$ -
FY 22/23 Sidewalk Repair and Gap Closure	PWT119	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -
Front Street Pedestrian and Bicycle Improvements	PWT120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 565,000	\$ -	\$ -	\$ 565,000	\$ -	\$ -	\$ -	\$ -	\$ -
CDBG - Curb Ramp Improvements	PWT121	\$ -	\$ -	\$ 44,000	\$ -	\$ -	\$ 415,000	\$ -	\$ -	\$ -	\$ 459,000	\$ -	\$ -	\$ -	\$ -	\$ -
Healdsburg Avenue Complete Streets Project	PWT122	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
Grove Street Neighborhood Plan Implementation	PWT123	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -
E-Bike Share Pilot Program	PWT124	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 290,000	\$ -	\$ -	\$ -	\$ -	\$ -
Ward Street Neighborhood Revitalization Project	PWT125	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,500	\$ -	\$ -	\$ -	\$ 42,500	\$ -	\$ -	\$ -	\$ -	\$ -
Citywide Bike System Improvement	PWT126	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
Healdsburg Avenue/Mill District Connectivity	PWT127	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -
FY 23/24 Sidewalk Repair and Gap Closure	PWT128	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 125,000	\$ -	\$ 150,000
March Avenue Reconstruction	PWT129	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 235,000	\$ -	\$ 235,000
		\$ 168,535	\$ 671,208	\$ 1,444,000	\$ 85,523	\$ 42,368	\$ 1,337,500	\$ 685,000	\$ 350,000	\$ 4,784,134	\$ 236,000	\$ 472,788	\$ 551,212	\$ 125,000	\$ 1,385,000	

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Pavement Preventative Maintenance

Project Number:
PWT115

Project Priority:
Necessary

Project Description:
Pavement preservation of existing City streets including, but not limited to, crack sealing, pavement repairs, micro surfacing, slurry seals, and cape seals.



Department: Public Works

General Plan Consistency:
Goal T-A A circulation system that is correlated with existing and proposed land use and provides for the efficient movement of people, goods, and services within and through Healdsburg.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 1,086,104	\$ -	\$ 1,521,208	\$ 1,000,000	\$ 236,000	\$ 236,000	\$ 236,000	\$ 3,229,208
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 152,121	\$ 100,000	\$ 23,600	\$ 23,600	\$ 23,600	\$ 322,921
Construction	\$ 1,086,104	\$ -	\$ 1,369,087	\$ 900,000	\$ 212,400	\$ 212,400	\$ 212,400	\$ 2,906,287
Funding Sources:								
Measure T Fund 105	\$ -	\$ -	\$ -	\$ 472,788	\$ -	\$ -	\$ -	\$ 472,788
ARPA	\$ 850,000	\$ -	\$ 850,000	\$ 291,212	\$ -	\$ -	\$ -	\$ 1,141,212
Road Repair and Accountability Act (SB1) Fund 202	\$ 236,104	\$ -	\$ 671,208	\$ 236,000	\$ 236,000	\$ 236,000	\$ 236,000	\$ 1,615,208
Total	\$ 1,086,104	\$ -	\$ 1,521,208	\$ 1,000,000	\$ 236,000	\$ 236,000	\$ 236,000	\$ 3,229,208

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
FY 21/22 Annual Concrete Maintenance

Project Number: PWT118
Project Priority: Necessary

Project Description:
This project will perform sidewalk repairs throughout the City where sidewalk has been damaged or removed to perform utility repairs.



Department: Public Works

General Plan Consistency:
Goal T-D Bicycle and pedestrian routes and facilities that provide safe and convenient access and an alternative to the use of motor vehicles
Policy T-D-1 The use of alternative transportation modes shall be encouraged by establishing a safe and convenient bicycle and pedestrian network interconnecting residential areas with recreation, shopping and employment areas.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget	Est. Expend	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
	FY 2021-22	FY 2021-22						
Project Costs:	\$ 312,291	\$ 15,865	\$ 296,426	\$ -	\$ -	\$ -	\$ -	\$ 296,426
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 312,291	\$ 15,865	\$ 296,426	\$ -	\$ -	\$ -	\$ -	\$ 296,426
Funding Sources:								
Streets Fund 512	\$ 184,400	\$ 15,865	\$ 168,535	\$ -	\$ -	\$ -	\$ -	\$ 168,535
Excess Bond Fund 212	\$ 85,523	\$ -	\$ 85,523	\$ -	\$ -	\$ -	\$ -	\$ 85,523
Fund Traffic Congestion Relief Fund 203	\$ 42,368	\$ -	\$ 42,368	\$ -	\$ -	\$ -	\$ -	\$ 42,368
Total	\$ 312,291	\$ 15,865	\$ 296,426	\$ -	\$ -	\$ -	\$ -	\$ 296,426

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

FY 22/23 Sidewalk Repair and Gap Closure

Project Number:

PWT119

Project Priority:

Necessary

Project Description:

This project will perform sidewalk repairs throughout the City and install new sidewalk at select locations



Department: Public Works

General Plan Consistency:

Goal T-D Bicycle and pedestrian routes and facilities that provide safe and convenient access and an alternative to the use of motor vehicles

Policy T-D-1 The use of alternative transportation modes shall be encouraged by establishing a safe and convenient bicycle and pedestrian network interconnecting residential areas with recreation, shopping and employment areas.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ 13,000
Construction	\$ -	\$ -	\$ 117,000	\$ -	\$ -	\$ -	\$ -	\$ 117,000
Funding Sources:								
TDA-3	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
ARPA	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Total	\$ -	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Front Street Pedestrian and Bicycle Improvements

Project Number:

PWT120

Project Priority:

Desirable

Project Description:

This project will extend bike and pedestrian facilities along Front Street from the existing Foss Creek Pathway south to the Healdsburg Avenue Bridge.



Department: Public Works

General Plan Consistency:

Goal T-D Bicycle and pedestrian routes and facilities that provide safe and convenient access and an alternative to the use of motor vehicles
Policy T-D-1 The use of alternative transportation modes shall be encouraged by establishing a safe and convenient bicycle and pedestrian network interconnecting residential areas with recreation, shopping and employment areas.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 565,000	\$ -	\$ -	\$ -	\$ -	\$ 565,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 84,750	\$ -	\$ -	\$ -	\$ -	\$ 84,750
Construction	\$ -	\$ -	\$ 480,250	\$ -	\$ -	\$ -	\$ -	\$ 480,250
Funding Sources:								
Development Agreement (Mill District)		\$ -	\$ 565,000	\$ -	\$ -	\$ -	\$ -	\$ 565,000
Total	\$ -	\$ -	\$ 565,000	\$ -	\$ -	\$ -	\$ -	\$ 565,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Community Development Block Grant - Curb Ramp Improvements

Project Number: PWT121
Project Priority: Necessary

Project Description:
This project will upgrade approximately 40 curb ramps to comply with current codes at various location throughout the City.



Department: Public Works

General Plan Consistency:
Goal H-C Provisions of Affordable Housing - Facilitate the provisions of affordable housing for those who live and work in Healdsburg
Policy H-26 Improve Infrastructure - Continue street, sidewalk and other infrastructure improvements and maintenance in low- and moderate-income neighborhoods.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 459,000	\$ -	\$ -	\$ -	\$ -	\$ 459,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 45,900	\$ -	\$ -	\$ -	\$ -	\$ 45,900
Construction	\$ -	\$ -	\$ 413,100	\$ -	\$ -	\$ -	\$ -	\$ 413,100
Funding Sources:								
Community Development Block Grant (CDBG)	\$ -	\$ -	\$ 415,000	\$ -	\$ -	\$ -	\$ -	\$ 415,000
ARPA	\$ -	\$ -	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ 44,000
Total	\$ -	\$ -	\$ 459,000	\$ -	\$ -	\$ -	\$ -	\$ 459,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Healdsburg Avenue Complete Streets Project

Project Number:

PWT122

Project Priority:

Desirable

Project Description:

The project will increase walking and bicycling by adding separated bikeways, continuously protected sidewalks, enhanced crosswalks, and improved bus stops. Landscape barriers with street trees will separate bike lanes and sidewalks from traffic and serve to treat storm water at key locations.



Department: Public Works

General Plan Consistency:

Goal T-D Bicycle and pedestrian routes and facilities that provide safe and convenient access and an alternative to the use of motor vehicles
Policy T-D-1 The use of alternative transportation modes shall be encouraged by establishing a safe and convenient bicycle and pedestrian network interconnecting residential areas with recreation, shopping and employment areas.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 600,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 11,624,000	\$ -	\$ 12,624,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 600,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,624,000	\$ -	\$ 11,624,000
Funding Sources:								
ATP Cycle 6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,107,000	\$ -	\$ 10,107,000
Measure V Fund 105	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,517,000	\$ -	\$ 1,517,000
ARPA	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
OBAG Grant	\$ 600,000	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000
Total	\$ 600,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 11,624,000	\$ -	\$ 12,624,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Grove Street Neighborhood Plan Implementation

Project Number:

PWT123

Project Priority:

Desirable

Project Description:

The project will construct continuous curb, gutter, and sidewalk to improve pedestrian access along Grove Street between Grant Street and Dry Creek Road. Additional project elements will include upgrades to the two existing bus stops, storm water treatment within landscape strips to improve water quality, and street trees to shade the walkways.



Department: Public Works

General Plan Consistency:

Goal T-D Bicycle and pedestrian routes and facilities that provide safe and convenient access and an alternative to the use of motor vehicles
Policy T-D-1 The use of alternative transportation modes shall be encouraged by establishing a safe and convenient bicycle and pedestrian network interconnecting residential areas with recreation, shopping and employment areas.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 350,000	\$ -	\$ 2,850,000	\$ -	\$ -	\$ 3,200,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 2,850,000	\$ -	\$ -	\$ 2,850,000
Funding Sources:								
Measure T Fund 105	\$ -	\$ -	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ -	\$ 700,000
FHWA Grant Funds	\$ -	\$ -	\$ -	\$ -	\$ 2,500,000	\$ -	\$ -	\$ 2,500,000
Total	\$ -	\$ -	\$ 350,000	\$ -	\$ 2,850,000	\$ -	\$ -	\$ 3,200,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
E-Bike Share Pilot Program

Project Number:
PWT124

Project Priority:
Desirable

Project Description:
The Electric Bike Share Pilot Program is a grant funded non-infrastructure project to set up and operate a 3-year pilot program. The selected vendor will provide e-bike share services, including: software preparation, setup of e-bike stations on City owned property or right of way, supplying, maintaining, charging and relocating bikes, marketing and outreach.



Department: Public Works

General Plan Consistency:
Goal T-D Bicycle and pedestrian routes and facilities that provide safe and convenient access and an alternative to the use of motor vehicles
Policy T-D-1 The use of alternative transportation modes shall be encouraged by establishing a safe and convenient bicycle and pedestrian network interconnecting residential areas with recreation, shopping and employment areas.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 290,000	\$ -	\$ -	\$ -	\$ -	\$ 290,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ 290,000	\$ -	\$ -	\$ -	\$ -	\$ 290,000
Funding Sources:								
OBAG2 Quick Strike Grant	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
ARPA	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Total	\$ -	\$ -	\$ 290,000	\$ -	\$ -	\$ -	\$ -	\$ 290,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Ward Street Neighborhood Revitalization Project

Project Number:

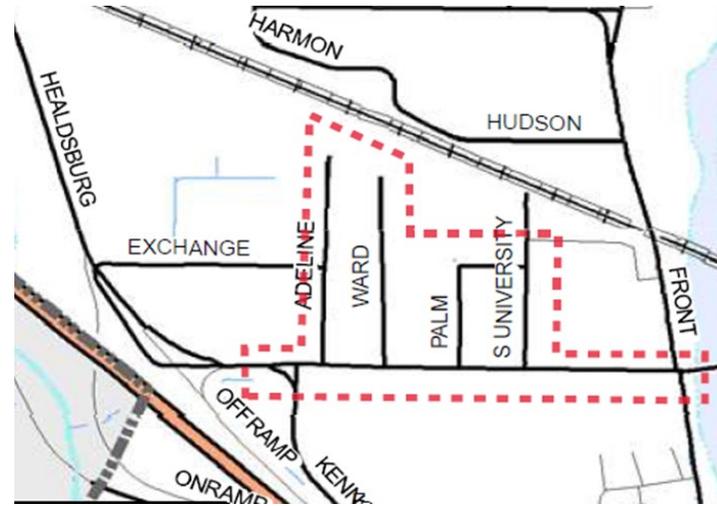
PWT125

Project Priority:

Desirable

Project Description:

The City has received grant funding to perform an evaluation of the existing infrastructure and develop a comprehensive plan outlining needed public improvements with the Ward Street Neighborhood. The completed plan will be used as a basis to implement various improvements and pursue additional funding.



Department: Public Works

General Plan Consistency:

Goal T-A A circulation system that is correlated with existing and proposed land use and provides for the efficient movement of people, goods, and services within and through Healdsburg.

Goal T-D Bicycle and pedestrian routes and facilities that provide safe and convenient access and an alternative to the use of motor vehicles

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 42,500	\$ -	\$ -	\$ -	\$ -	\$ 42,500
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 42,500	\$ -	\$ -	\$ -	\$ -	\$ 42,500
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources:								
Community Development Block Grant (CDBG)	\$ -	\$ -	\$ 42,500	\$ -	\$ -	\$ -	\$ -	\$ 42,500
Total	\$ -	\$ -	\$ 42,500	\$ -	\$ -	\$ -	\$ -	\$ 42,500

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Citywide Bike System Improvement

Project Number:
PWT126

Project Priority:
Desirable

Project Description:
This project will perform improvements for bicyclists at select locations throughout the City.



Department: Public Works

General Plan Consistency:

Goal T-D Bicycle and pedestrian routes and facilities that provide safe and convenient access and an alternative to the use of motor vehicles
Policy T-D-5 The City shall promote and facilitate the use of bicycles with other transportation modes.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Funding Sources:								
ARPA	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Total	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
 Healdsburg Avenue/Mill District Connectivity

Project Number:
 PWT127

Project Priority:
 Desirable

Project Description:
 This project will design and construct bike and pedestrian improvements along Healdsburg Avenue between Front Street and Exchange Avenue.



Department: Public Works

General Plan Consistency:

Goal T-D Bicycle and pedestrian routes and facilities that provide safe and convenient access and an alternative to the use of motor vehicles
 Policy T-D-1 The use of alternative transportation modes shall be encouraged by establishing a safe and convenient bicycle and pedestrian network interconnecting residential areas with recreation, shopping and employment areas.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 120,000	\$ -	\$ 615,000	\$ -	\$ -	\$ 735,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 615,000	\$ -	\$ -	\$ 615,000
Funding Sources:								
Development Agreement (Mill District)	\$ -	\$ -	\$ 120,000	\$ -	\$ 615,000	\$ -	\$ -	\$ 735,000
Total	\$ -	\$ -	\$ 120,000	\$ -	\$ 615,000	\$ -	\$ -	\$ 735,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

FY 23/24 Sidewalk Repair and Gap Closure

Project Number:

PWT128

Project Priority:

Necessary

Project Description:

This project will perform sidewalk repairs throughout the City and install new sidewalk at select locations



Department: Public Works

General Plan Consistency:

Goal T-D Bicycle and pedestrian routes and facilities that provide safe and convenient access and an alternative to the use of motor vehicles
Policy T-D-1 The use of alternative transportation modes shall be encouraged by establishing a safe and convenient bicycle and pedestrian network interconnecting residential areas with recreation, shopping and employment areas.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ 22,500	\$ -	\$ -	\$ -	\$ 22,500
Construction	\$ -	\$ -	\$ -	\$ 127,500	\$ -	\$ -	\$ -	\$ 127,500
Funding Sources:								
Measure T Fund 105	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000
TDA-3	\$ -	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ 125,000
Total	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

March Avenue Reconstruction Including Pedestrian Crossing Upgrades at Lupine Road

Project Number:

PWT129

Project Priority:

Necessary

Project Description:

The project will reconstruction the roadway along March Avenue between Healdsburg Avenue and University Avenue. Additionally, the project improved the pedestrian crossing at the intersection of Lupine Road and March Avenue.



Department: Public Works

General Plan Consistency:

Goal T-A A circulation system that is correlated with existing and proposed land use and provides for the efficient movement of people, goods, and services within and through Healdsburg.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ 235,000	\$ 2,350,000	\$ -	\$ -	\$ 2,585,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ 235,000	\$ -	\$ -	\$ -	\$ 235,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 2,350,000	\$ -	\$ -	\$ 2,350,000
Funding Sources:								
Measure T Fund 105	\$ -	\$ -	\$ -	\$ 235,000	\$ 1,390,000	\$ -	\$ -	\$ 1,625,000
Gas Tax Fund 201	\$ -	\$ -	\$ -	\$ -	\$ 960,000	\$ -	\$ -	\$ 960,000
Total	\$ -	\$ -	\$ -	\$ 235,000	\$ 2,350,000	\$ -	\$ -	\$ 2,585,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
FY24/25 Through FY26/27 Sidewalk Repair and Gap Closure

Project Number:
PWTXXX

Project Priority:
Necessary

Project Description:
This project will perform sidewalk repairs throughout the City and install new sidewalk at select locations



Department: Public Works

General Plan Consistency:

Goal T-D Bicycle and pedestrian routes and facilities that provide safe and convenient access and an alternative to the use of motor vehicles
Policy T-D-1 The use of alternative transportation modes shall be encouraged by establishing a safe and convenient bicycle and pedestrian network interconnecting residential areas with recreation, shopping and employment areas.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 300,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 45,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 85,000	\$ 85,000	\$ 85,000	\$ 255,000
Funding Sources:								
Measure T Fund 105	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 300,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 300,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
North Fitch Mountain Road Slide Repair

Project Number: PWTXXX
Project Priority: Necessary

Project Description:
Design and construction of an isolation wall, reconstruction of the road surface, and installation of storm drainage improvements to stabilize the roadway.



Department: Public Works

General Plan Consistency:
Goal T-A A circulation system that is correlated with existing and proposed land use and provides for the efficient movement of people, goods, and services within and through Healdsburg.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 625,000	\$ 625,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 625,000	\$ 625,000
Funding Sources:								
Gas Tax Fund 201	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 625,000	\$ 625,000
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 625,000	\$ 625,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
US-101 and Dry Creek Road Interchange

Project Number: PWTXXX **Project Priority:** Necessary

Project Description:
Design and construction of a set of roundabout couplets at the intersection of Dry Creek Road and the US 101 ramps in coordination with the County of Sonoma and Caltrans.



Department: Public Works

General Plan Consistency:

Goal T-A A circulation system that is correlated with existing and proposed land use and provides for the efficient movement of people, goods, and services within and through Healdsburg.

Policy T-A-16 Work with California Department of Transportation (Caltrans), Sonoma County and the Sonoma County Transportation Authority (SCTA) to plan and implement improvements to the Highway 101 interchanges at Dry Creek and Westside Roads, based on a fair share formula for cooperative funding of the improvements among jurisdictions and agencies.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 1,072,500	\$ 7,150,000	\$ 8,572,500
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 1,072,500	\$ -	\$ 1,422,500
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,150,000	\$ 7,150,000
Funding Sources:								
TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,150,000	\$ 7,150,000
County Contribution	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Traffic Impact Fee Fund 910	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 1,072,500	\$ -	\$ 1,422,500
Total	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 1,072,500	\$ 7,150,000	\$ 8,572,500

Community Services Projects - Fund 582

Project Name	Project #	FY 22-23 Budget	FY 23-24 Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	Total
Fitch Mountain Park and Open Space Preserve	CS1011	2,377,099	-	-	-	-	2,377,099
Badger Park Redevelopment	CS1014	437,042	527,500	12,207,909	-	-	13,172,451
Saggio Hills Park Development	CS1017	785,359	1,500,000	25,400,722	-	-	27,686,081
Pavilion at 3 North Street	CW1022	585,515	6,077,780	-	-	-	6,663,295
Community Center Preschool Renovations	CS1025	225,000	-	-	-	-	225,000
		4,410,015	8,105,280	37,608,631	-	-	50,123,926

Project Name	Project #	FY 22-23							FY 23-24						
		Coastal Conservancy Grant	Prop 68 Per Capita Grant Program	Park Impact Fee Fund 985	Measure M Parks Fund 581	Community Services Fund 585	Development Agreement (Montage)	Donation	Total	Open Space Grant	Park Dedication Fund 583	Measure M Parks Fund 581	Development Agreement (Montage)	Donation	Total
Fitch Mountain Park and Open Space Preserve	CS1011	\$ 1,250,000	\$ 185,530	\$ 561,569	\$ 380,000	\$ -	\$ -	\$ -	\$ 2,377,099	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Badger Park Redevelopment	CS1014	\$ -	\$ -	\$ 437,042	\$ -	\$ -	\$ -	\$ -	\$ 437,042	\$ 267,500	\$ 60,000	\$ 200,000	\$ -	\$ -	\$ 527,500
Saggio Hills Park Development	CS1017	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 785,359	\$ -	\$ 785,359	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ 1,500,000
Pavilion at 3 North Street	CW1022	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 585,515	\$ 585,515	\$ -	\$ -	\$ -	\$ -	\$ 6,077,780	\$ 6,077,780
Community Center Renovations - Preschool	CS1025	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ -	\$ -	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 1,250,000	\$ 185,530	\$ 998,611	\$ 380,000	\$ 225,000	\$ 785,359	\$ 585,515	\$ 4,410,015	\$ 267,500	\$ 60,000	\$ 200,000	\$ 1,500,000	\$ 6,077,780	\$ 8,105,280

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
 Fitch Mountain Park and Open Space Preserve Improvements

Project Number:
 CS1011

Project Priority:
 Mandate

Project Description:
 Project establishes public access to Fitch Mountain and associated site improvements including:
 -Parking lot improvements
 -Trailhead area, ADA improvements, picnic area benches and tables
 -Access trail to Fitch Mountain trail with pedestrian footbridge
 -Gully repair
 -Restrooms
 -Dog park upgrades



Department: Community Services

General Plan Consistency:
 Guiding Principal 6.B. Maximize opportunities for active and passive recreation.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 770,000	\$ 95,249	\$ 2,377,099	\$ -	\$ -	\$ -	\$ -	\$ 2,377,099
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 115,500	\$ 95,249	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 654,500	\$ -	\$ 2,377,099	\$ -	\$ -	\$ -	\$ -	\$ 2,377,099
Funding Sources:								
Coastal Conservancy Grant	\$ -	\$ -	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -	\$ 1,250,000
Prop 68 Per Capita Grant Program	\$ 250,000	\$ -	\$ 185,530	\$ -	\$ -	\$ -	\$ -	\$ 185,530
Park Impact Fee Fund 985	\$ 520,000	\$ 95,249	\$ 561,569	\$ -	\$ -	\$ -	\$ -	\$ 561,569
Measure M Parks Fund 581	\$ -	\$ -	\$ 380,000	\$ -	\$ -	\$ -	\$ -	\$ 380,000
Total	\$ 770,000	\$ 95,249	\$ 2,377,099	\$ -	\$ -	\$ -	\$ -	\$ 2,377,099

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
 Badger Park Redevelopment

Project Number: CS1014
Project Priority: Desirable

Project Description:
 Project redevelops and renovates Badger Park and creates river access opportunities. Work includes:
 -Restrooms
 -Play structure replacement
 -Dog park upgrades
 -Community garden upgrades
 -Trails
 -River access improvements



Department: Community Services

General Plan Consistency:
 Guiding Principal 6.B. Maximize opportunities for active and passive recreation.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 250,000	\$ 59,067	\$ 437,042	\$ 527,500	\$ 11,267,909	\$ -	\$ -	\$ 12,232,451
Planning	\$ 250,000	\$ 59,067	\$ 75,119	\$ -	\$ -	\$ -	\$ -	\$ 75,119
Design	\$ -	\$ -	\$ 361,923	\$ 527,500	\$ -	\$ -	\$ -	\$ 889,423
Construction	\$ -	\$ -	\$ -	\$ -	\$ 11,267,909	\$ -	\$ -	\$ 11,267,909
Funding Sources:								
Open Space Grant	\$ -	\$ -	\$ -	\$ 267,500	\$ 732,500	\$ -	\$ -	\$ 1,000,000
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ 10,535,409	\$ -	\$ -	\$ 10,535,409
Park Dedication Fund 583	\$ -	\$ -	\$ -	\$ 60,000	\$ 940,000	\$ -	\$ -	\$ 1,000,000
Measure M Parks Fund 581	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
Excess Bond Proceeds Fund 212	\$ 250,000	\$ 31,126	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Park Impact Fee Fund 985	\$ -	\$ 27,941	\$ 437,042	\$ -	\$ -	\$ -	\$ -	\$ 437,042
Total	\$ 250,000	\$ 59,067	\$ 437,042	\$ 527,500	\$ 12,207,909	\$ -	\$ -	\$ 13,172,451

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Saggio Hills Park Development

Project Number:
CS1017

Project Priority:
Mandate

Project Description:
Plan, design, and construct Montage Healdsburg Park, a 36 acre site associated with the Montage Resort development. The park will feature active and passive areas, trails, picnicking, parking, and restroom facilities.



Department: Community Services

General Plan Consistency:
Guiding Principal 6.B. Maximize opportunities for active and passive recreation.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 266,600	\$ 59,067	\$ 785,359	\$ 1,500,000	\$ 25,400,722	\$ -	\$ -	\$ 27,686,081
Planning	\$ 266,600	\$ 59,067	\$ 75,119	\$ -	\$ -	\$ -	\$ -	\$ 75,119
Design	\$ -	\$ -	\$ 710,240	\$ 1,500,000	\$ 806,250	\$ -	\$ -	\$ 3,016,490
Construction	\$ -	\$ -	\$ -	\$ -	\$ 24,594,472	\$ -	\$ -	\$ 24,594,472
Funding Sources:								
Development Agreement (Montage)	\$ 266,600	\$ 59,067	\$ 785,359	\$ 1,500,000	\$ 4,936,131	\$ -	\$ -	\$ 7,221,490
Open Space Grant	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 1,000,000
Bond Funding	\$ -	\$ -	\$ -	\$ -	\$ 19,464,591	\$ -	\$ -	\$ 19,464,591
Total	\$ 266,600	\$ 59,067	\$ 785,359	\$ 1,500,000	\$ 25,400,722	\$ -	\$ -	\$ 27,686,081

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Pavilion at 3 North Street

Project Number:

CW1022

Project Priority:

Desirable

Project Description:

Design review, CEQA, construction plans, and construction of redevelopment of the former Purity building. Site has been identified for home of the Farmers Market, community event facility, and parking facilities. Funding through the Foley Family Charitable Foundation.



Department: Community Services

General Plan Consistency:

Guiding Principal 1.F. Protect and enhance the downtown and its plaza.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 7,000,000	\$ 300,000	\$ 585,515	\$ 6,077,780	\$ -	\$ -	\$ -	\$ 6,663,295
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 875,000	\$ 300,000	\$ 585,515	\$ -	\$ -	\$ -	\$ -	\$ 585,515
Construction	\$ 6,125,000	\$ -	\$ -	\$ 6,077,780	\$ -	\$ -	\$ -	\$ 6,077,780
Funding Sources:								
Donation	\$ 7,000,000	\$ 300,000	\$ 585,515	\$ 6,077,780	\$ -	\$ -	\$ -	\$ 6,663,295
Total	\$ 7,000,000	\$ 300,000	\$ 585,515	\$ 6,077,780	\$ -	\$ -	\$ -	\$ 6,663,295

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Community Center Preschool Renovations

Project Number:

CS1025

Project Priority:

Neccesary

Project Description:

Retrofit the community preschool rooms for full-day infant and preschool program. Improvements include kitchenette, fire alarm and sprinkler systems, ADA corrections, exterior play area with shade structures.



Department: Community Services

General Plan Consistency:

Guiding Principal 6.B. Maximize opportunities for active and passive recreation.

Goal PS-F-3 Support efforts to use former Foss Creek School site for community educational and recreational uses.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ 225,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 33,750	\$ -	\$ -	\$ -	\$ -	\$ 33,750
Construction	\$ -	\$ -	\$ 191,250	\$ -	\$ -	\$ -	\$ -	\$ 191,250
Funding Sources:								
Community Services Fund 585	\$ -	\$ -	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ 225,000
Total	\$ -	\$ -	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ 225,000

Water Projects - Fund 522

Project Name	Project #	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Total
		Budget	Budget	Budget	Budget	Budget	
McDonough Water Transmission Main Replacement	PWW125	\$ -	\$ -	\$ -	\$ 157,500	\$ 1,725,000	\$ 1,882,500
Fitch Water Treatment Building Modernization	PWW126	\$ -	\$ -	\$ 304,894	\$ -	\$ -	\$ 304,894
Dry Creek Water Treatment Plant Upgrades	PWW128	\$ 252,669	\$ -	\$ 750,000	\$ -	\$ -	\$ 1,002,669
UV treatment of Cryptosporidium at Fitch	PWW135	\$ 146,283	\$ -	\$ 330,000	\$ -	\$ -	\$ 476,283
Brown Street Sewer and Water Replacement	PWW931	\$ 176,500	\$ -	\$ 2,320,000	\$ -	\$ -	\$ 2,496,500
Reed Court and Bianca Lane Sewer and Water	PWW932	\$ -	\$ -	\$ -	\$ 210,000	\$ 2,400,000	\$ 2,610,000
University Street Sewer and Water Replacement	PWW933	\$ -	\$ -	\$ 199,000	\$ 2,410,000	\$ -	\$ 2,609,000
Groundwater Supply Wells / ASR	PWW934	\$ -	\$ -	\$ 1,361,000	\$ 8,295,000	\$ -	\$ 9,656,000
Municipal Recycled Water Pipeline	PWW935	\$ 1,082,984	\$ 3,917,016	\$ 2,510,447	\$ 6,427,451	\$ -	\$ 13,937,898
		\$ 1,658,436	\$ 3,917,016	\$ 7,775,341	\$ 17,499,951	\$ 4,125,000	\$ 34,975,744

Description	Project #	FY 22-23				FY 23-24	
		Water Fund 520	Wastewater Fund 530	DWR Grant	Total	DWR Grant	Total
Dry Creek Water Treatment Plant Upgrades	PWW128	\$ 252,669	\$ -	\$ -	\$ 252,669	\$ -	\$ -
UV treatment of Cryptosporidium at Fitch	PWW135	\$ 146,283	\$ -	\$ -	\$ 146,283	\$ -	\$ -
Brown Street Sewer and Water Replacement	PWW931	\$ 88,250	\$ 88,250	\$ -	\$ 176,500	\$ -	\$ -
Municipal Recycled Water Pipeline	PWWXXX	\$ -	\$ -	\$ 1,082,984	\$ 1,082,984	\$ 3,917,016	\$ 3,917,016
		\$ 487,202	\$ 88,250	\$ 1,082,984	\$ 1,658,436	\$ 3,917,016	\$ 3,917,016

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
McDonough Water Transmission Main Replacement

Project Number: PWW125 **Project Priority:** Necessary

Project Description:
The McDonough Pump Station and transmission main serve the Sunset pressure zone and the connection of County Service Area 41, to which the City sells treated water. The transmission main, constructed of asbestos cement pipe, has been subject to rupture having joints displace. This will become more frequent as the pipe ages because the pipe is on a slope and within an easement. This project will replace the transmission main preventing subsequent rupture and will investigate locating the pipeline within public right of way. Additionally, aging portions of sewer adjacent to the water main will be replaced.



Department: Public Works

General Plan Consistency:
Goal PS-A An adequate level of service in the City's water system to meet the needs of existing and projected development.
Goal PS-B An adequate level of service in the City's sewage collection and disposal system that meets the needs of existing and projected development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 157,500	\$ 1,725,000	\$ 1,882,500
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 157,500	\$ -	\$ 157,500
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,725,000	\$ 1,725,000
Funding Sources:								
Water Fund 520	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 126,000	\$ 1,260,000	\$ 1,386,000
Wastewater Fund 530	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 31,500	\$ 315,000	\$ 346,500
Streets Fund 510	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000
Total	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 157,500	\$ 1,725,000	\$ 1,882,500

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Fitch Water Treatment Building Modernization

Project Number:

PWW126

Project Priority:

Necessary

Project Description:

The treatment building at the Fitch well field houses electrical gear, controls and treatment equipment. The building was originally constructed in the 1970s has had increases in the equipment and chemicals it needs to store. Additionally, the service life of the building is nearly exhausted. Under this project the building will be rehabilitated and expanded, or replaced with a larger building appropriate for the service required.



Department: Utility

General Plan Consistency:

Goal PS-A An adequate level of service in the City's water system to meet the needs of existing and projected development.

Policy PS-A-1 The City will ensure the availability of water sources as necessary to serve planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 304,894	\$ -	\$ -	\$ 304,894
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 45,734	\$ -	\$ -	\$ 45,734
Construction	\$ -	\$ -	\$ -	\$ -	\$ 259,160	\$ -	\$ -	\$ 259,160
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ 304,894	\$ -	\$ -	\$ 304,894
Total	\$ -	\$ -	\$ -	\$ -	\$ 304,894	\$ -	\$ -	\$ 304,894

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Dry Creek Water Treatment Plant Upgrades

Project Number:

PWW128

Project Priority:

Mandate

Project Description:

The clear well at Dry Creek water treatment plant provides storage and contact time for disinfection. The tank, originally constructed in the 1960s had developed leaks that allow some of the treated water to escape. This project would repair the leaks and improve the storage efficiency of the water distribution system. This project will also restore pumping capacity to provide reliable conveyance of current and planned water right productions, as well as UV treatment for Cyrtospridium to make this water source compliant with drinking water regulations.



Department: Utility

General Plan Consistency:

Goal PS-A An adequate level of service in the City's water system to meet the needs of existing and projected development.

Policy PS-A-7 The City will continuously monitor water flows through the City's water system to identify areas of potential water loss and cases of under billings for water service and shall make improvements in the systems as necessary.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 506,500	\$ -	\$ 252,669	\$ -	\$ 750,000	\$ -	\$ -	\$ 1,002,669
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 506,500	\$ -	\$ 252,669	\$ -	\$ -	\$ -	\$ -	\$ 252,669
Construction	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ 750,000
Funding Sources:								
Water Fund 520	\$ 506,500	\$ -	\$ 252,669	\$ -	\$ 750,000	\$ -	\$ -	\$ 1,002,669
Total	\$ 506,500	\$ -	\$ 252,669	\$ -	\$ 750,000	\$ -	\$ -	\$ 1,002,669

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

UV treatment of Cryptosporidium at Fitch

Project Number:

PWW135

Project Priority:

Mandate

Project Description:

The State Enhanced Surface Water treatment rule requires that two levels of treatment be provided for wells that tested positive for Cryptosporidium. Because the Cryptosporidium level at the Fitch well field are relatively small, the City can use a combination of chlorine treatment along with ultraviolet light to provide treatment for Cryptosporidium at this location.



Department: Utility

General Plan Consistency:

Goal PS-A An adequate level of service in the City's water system to meet the needs of existing and projected development.

Policy PS-A-1 The City will ensure the availability of water sources as necessary to serve planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 146,283	\$ -	\$ 330,000	\$ -	\$ -	\$ 476,283
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 146,283	\$ -	\$ -	\$ -	\$ -	\$ 146,283
Construction	\$ -	\$ -	\$ -	\$ -	\$ 330,000	\$ -	\$ -	\$ 330,000
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ 146,283	\$ -	\$ 330,000	\$ -	\$ -	\$ 476,283
Total	\$ -	\$ -	\$ 146,283	\$ -	\$ 330,000	\$ -	\$ -	\$ 476,283

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Brown Street Sewer and Water Replacement

Project Number:

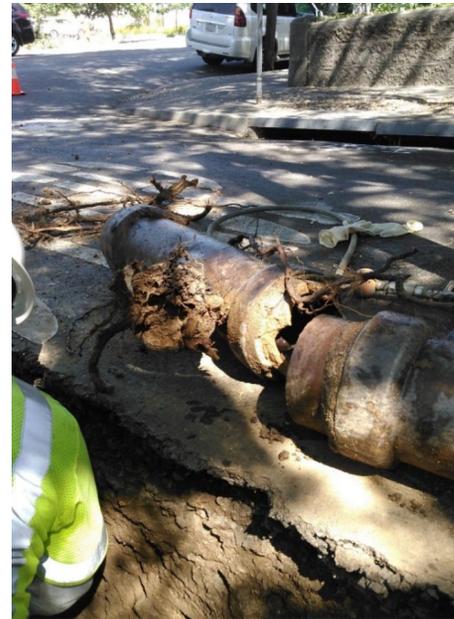
PWW931

Project Priority:

Necessary

Project Description:

This project will replace approximately 2600 feet of severely deteriorated sewer and water main along Brown Street from Lincoln Street to Piper Street, Lincoln Street from Brown Street to College Street, and Piper Street from University Street to College Street and additional water rehabilitation in Grant Street from Brown Street to College Street. The existing pipes will be replaced as well as water services, water meters and sewer laterals. In addition to improving reliability, it will also maintain capacity and reduce the frequency of repairs.



Department: Utility Department

General Plan Consistency:

Goal PS-A An adequate level of service in the City's water system to meet the needs of existing and projected development.

Goal PS-B An adequate level of service in the City's sewage collection and disposal system that meets the needs of existing and projected development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 198,500	\$ 22,000	\$ 176,500	\$ -	\$ 2,320,000	\$ -	\$ -	\$ 2,496,500
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 198,500	\$ 22,000	\$ 176,500	\$ -	\$ -	\$ -	\$ -	\$ 176,500
Construction	\$ -	\$ -	\$ -	\$ -	\$ 2,320,000	\$ -	\$ -	\$ 2,320,000
Funding Sources:								
Water Fund 520	\$ 99,250	\$ 11,000	\$ 88,250	\$ -	\$ 935,000	\$ -	\$ -	\$ 1,023,250
Wastewater Fund 530	\$ 99,250	\$ 11,000	\$ 88,250	\$ -	\$ 935,000	\$ -	\$ -	\$ 1,023,250
Streets Fund 510	\$ -	\$ -	\$ -	\$ -	\$ 450,000	\$ -	\$ -	\$ 450,000
Total	\$ 198,500	\$ 22,000	\$ 176,500	\$ -	\$ 2,320,000	\$ -	\$ -	\$ 2,496,500

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Reed Court and Bianca Lane Sewer and Water Replacement

Project Number: PWW932 **Project Priority:** Necessary

Project Description:
This project will replace approximately 1700 feet of severely deteriorated sewer and water main along Reed Ct between University Street and First Street, along White Gates Avenue and Bianca Lane and along Bianca Lane between Whites Gates Avenue and Pordon Lane. The existing pipes will be replaced as well as water services, water meters and sewer laterals. The project will maintain capacity and increase system reliability. Additional drainage improvements would be constructed to reduce flooding and maintenance at the southern end of Pordon Lane. Additionally, the project would extend the water main to the Tayman Reservoir.



Department: Public Works

General Plan Consistency:
Goal PS-A An adequate level of service in the City's water system to meet the needs of existing and projected development.
Goal PS-B An adequate level of service in the City's sewage collection and disposal system that meets the needs of existing and projected development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210,000	\$ 2,400,000	\$ 2,610,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210,000	\$ -	\$ 210,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,400,000	\$ 2,400,000
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 98,000	\$ 980,000	\$ 1,078,000
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ 700,000	\$ 770,000
Drainage Fund 531	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,000	\$ 420,000	\$ 462,000
Streets Fund 510	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210,000	\$ 2,400,000	\$ 2,610,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

University Street Sewer and Water Replacement

Project Number:

PWW933

Project Priority:

Necessary

Project Description:

This project will replace approximately 2450 feet of severely deteriorated sewer and water main along University Street between North Street and approximately 300 feet north of Lincoln Street and along Grant Street between Brown Street and University Street. The existing pipes will be replaced as well as water services, water meters and sewer laterals. In addition to improving reliability, it will also maintain capacity and reduce the frequency of repairs.



Department: Public Works

General Plan Consistency:

Goal PS-A An adequate level of service in the City's water system to meet the needs of existing and projected development.

Goal PS-B An adequate level of service in the City's sewage collection and disposal system that meets the needs of existing and projected development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget	Est. Expend	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
	FY 2021-22	FY 2021-22						
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 199,000	\$ 2,410,000	\$ -	\$ 2,609,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 199,000	\$ -	\$ -	\$ 199,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,410,000	\$ -	\$ 2,410,000
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ 99,500	\$ 995,000	\$ -	\$ 1,094,500
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ -	\$ 99,500	\$ 995,000	\$ -	\$ 1,094,500
Streets Fund 510	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 420,000	\$ -	\$ 420,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 199,000	\$ 2,410,000	\$ -	\$ 2,609,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Groundwater Supply Wells / ASR

Project Number:

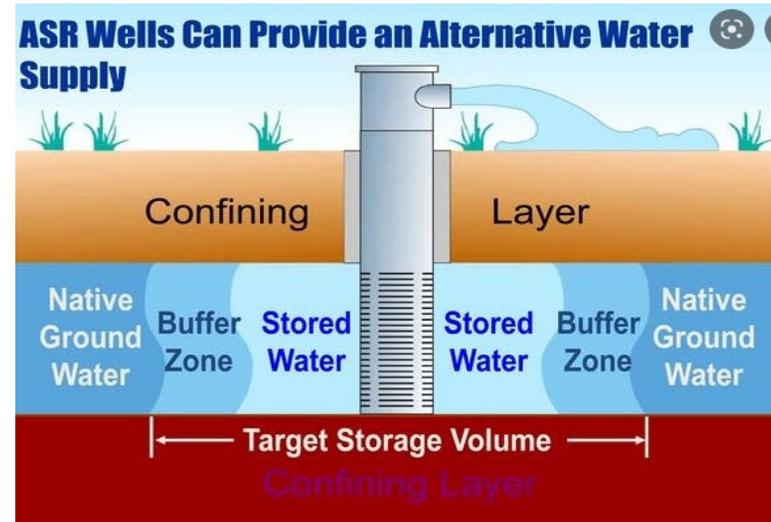
PWW934

Project Priority:

Necessary

Project Description:

The City's water supply consists of surface water rights. During droughts, these rights are vulnerable to curtailment by the State. The City has investigated the feasibility of using deep aquifers for water supply to supplement the surface water supplies and to also store water for municipal use when water is abundant. The approach is referred to as aquifer storage and recovery (ASR). Three sites in the have been identified as candidates and will be confirmed by exploratory borings. Once confirmed wells will be constructed and equipped to use these sites for ASR. Grant funding is being sought to assist with this project's development.



Department: Utility

General Plan Consistency:

Goal PS-A An adequate level of service in the City's water system to meet the needs of existing and projected development.
Policy PS-A-1 The City will ensure the availability of water sources as necessary to serve planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 109,016	\$ 55,110	\$ -	\$ -	\$ 1,361,000	\$ 8,295,000	\$ -	\$ 9,656,000
Planning	\$ 109,016	\$ 55,110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 755,000	\$ 1,641,000	\$ -	\$ 2,396,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 606,000	\$ 6,654,000	\$ -	\$ 7,260,000
Funding Sources:								
Grant TBD	\$ -	\$ -	\$ -	\$ -	\$ 1,088,800	\$ 6,636,000	\$ -	\$ 7,724,800
Water Impact Fee Fund 920	\$ 109,016	\$ 55,110	\$ -	\$ -	\$ 272,200	\$ 1,659,000	\$ -	\$ 1,931,200
Total	\$ 109,016	\$ 55,110	\$ -	\$ -	\$ 1,361,000	\$ 8,295,000	\$ -	\$ 9,656,000

Project Name:

Municipal Recycled Water Pipeline

Project Number:

PWW935

Project Priority:

Desirable

Project Description:

This project will construct approximately 4.5 miles of pipeline to bring recycled water into the City to offset potable water used for irrigation of municipal turf at schools, parks, cemetery and golf course.



Department: Utility

General Plan Consistency:

Goal PS-A An adequate level of service in the City's water system to meet the needs of existing and projected development.

Policy PS-A-1 The City will ensure the availability of water sources as necessary to serve planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget	Est. Expend	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
	FY 2021-22	FY 2021-22						
Project Costs:	\$ -	\$ -	\$ 1,082,984	\$ 3,917,016	\$ 2,510,447	\$ 6,427,451	\$ -	\$ 13,937,898
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 1,082,984	\$ -	\$ -	\$ -	\$ -	\$ 1,082,984
Construction	\$ -	\$ -	\$ -	\$ 3,917,016	\$ 2,510,447	\$ 6,427,451	\$ -	\$ 12,854,914
Funding Sources:								
Grant Funding - DWR Grant	\$ -	\$ -	\$ 1,082,984	\$ 3,917,016	\$ 2,000,000	\$ -	\$ -	\$ 7,000,000
Other Funding TBD	\$ -	\$ -	\$ -	\$ -	\$ 510,447	\$ 6,427,451	\$ -	\$ 6,937,898
Total	\$ -	\$ -	\$ 1,082,984	\$ 3,917,016	\$ 2,510,447	\$ 6,427,451	\$ -	\$ 13,937,898

Wastewater Projects - Fund 532

Project Name	Project #	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	Total
		Budget	Budget	Budget	Budget	Budget	
Healdsburg Avenue Sewer Replacement	PWS924	\$ -	\$ -	\$ 1,470,671	\$ -	\$ -	\$ 1,470,671
Orchard Lift Station Reconstruction	PWS929	\$ -	\$ -	\$ 409,450	\$ -	\$ -	\$ 409,450
Corp Yard Force Main - Westside Rd Gravity Sewer	PWS931	\$ -	\$ -	\$ -	\$ 61,027	\$ 423,123	\$ 484,150
Corporation Yard Vactor Station and Pump Station	PWS932	\$ -	\$ -	\$ -	\$ 228,122	\$ 1,581,649	\$ 1,809,771
Recycled Water System Expansion	PWS936	\$ 24,118	\$ -	\$ -	\$ -	\$ -	\$ 24,118
WRF Dewatered Biosolids Modifications	PWS941	\$ 211,970	\$ -	\$ 225,000	\$ -	\$ -	\$ 436,970
Water Reclamation Facility Flood Mitigation	PWS944	\$ 224,411	\$ -	\$ -	\$ -	\$ -	\$ 224,411
Healdsburg Avenue Utility Replacements	PWS945	\$ -	\$ 223,500	\$ 2,235,000	\$ -	\$ -	\$ 2,458,500
Grove Street and Vine Street Trunk Main Replacement	PWSXXX	\$ -	\$ -	\$ -	\$ 325,000	\$ 3,250,000	\$ 3,575,000
Trash Capture Implementation Phase 1	PWD112	\$ -	\$ -	\$ 150,000	\$ 10,000	\$ 10,000	\$ 170,000
Chablis Road Drainage Channel Sediment Removal	PWD113	\$ 25,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 125,000
		\$ 485,499	\$ 223,500	\$ 4,590,121	\$ 624,150	\$ 5,264,771	\$ 11,188,041

Description	Project #	FY 22-23				FY 23-24					
		FEMA Grant	Wastewater Fund 530	Drainage Fund 531	Total	Water Fund 520	Water Impact Fee Fund 920	Wastewater Fund 530	Wastewater Impact Fee Fund 930	Drainage Impact Fee Fund 931	Total
Recycled Water System Expansion	PWS936	\$ -	\$ 24,118	\$ -	\$ 24,118	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WRF Dewatered Biosolids Modifications	PWS941	\$ -	\$ 211,970	\$ -	\$ 211,970	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Reclamation Facility Flood Mitigation	PWS944	\$ 67,274	\$ 157,136	\$ -	\$ 224,411	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Healdsburg Avenue Utility Replacements	PWS945	\$ -	\$ -	\$ -	\$ -	\$ 32,667	\$ 40,833	\$ 62,500	\$ 27,500	\$ 60,000	\$ 223,500
Chablis Road Drainage Channel Sediment Removal	PWD113	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 67,274	\$ 393,224	\$ 25,000	\$ 485,499	\$ 32,667	\$ 40,833	\$ 62,500	\$ 27,500	\$ 60,000	\$ 223,500

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Healdsburg Avenue Sewer Replacement

Project Number: PWS924 **Project Priority:** Necessary

Project Description:
This project will replace approximately 2300 feet of aged and failing sewer main along Healdsburg Avenue between Powell Avenue and Grant Street. This section of sewer main has been prone to failures and requires ongoing maintenance. Replacement of this pipe will reduce annual maintenance and the



Department: Public Works

General Plan Consistency:
Goal PS-B An adequate level of service in the City's sewage collection and disposal system that meets the needs of existing and projected development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 1,000,000	\$ 43,457	\$ -	\$ -	\$ 1,470,671	\$ -	\$ -	\$ 1,470,671
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 1,000,000	\$ 43,457	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,470,671	\$ -	\$ -	\$ 1,470,671
Funding Sources:								
Wastewater Fund 530	\$ 1,000,000	\$ 43,457	\$ -	\$ -	\$ 1,470,671	\$ -	\$ -	\$ 1,470,671
Total	\$ 1,000,000	\$ 43,457	\$ -	\$ -	\$ 1,470,671	\$ -	\$ -	\$ 1,470,671

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Orchard Lift Station Reconstruction

Project Number:

PWS929

Project Priority:

Necessary

Project Description:

The Orchard Lift Station has structurally reached the end of its useful life. The top of the structure has deteriorated significantly and guiderails for the pumps have become detached. The lift station and valve vault should be replaced to serve the community into the future.



Department: Utility

General Plan Consistency:

GOAL PS-B An adequate level of service in the City's sewage collection and disposal system that meets the needs of existing and projected development.

Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 409,450	\$ -	\$ -	\$ 409,450
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 61,418	\$ -	\$ -	\$ 61,418
Construction	\$ -	\$ -	\$ -	\$ -	\$ 348,033	\$ -	\$ -	\$ 348,033
Funding Sources:								
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ -	\$ 409,450	\$ -	\$ -	\$ 409,450
Total	\$ -	\$ -	\$ -	\$ -	\$ 409,450	\$ -	\$ -	\$ 409,450

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Corp Yard Force Main - Westside Rd Gravity Sewer
- Hendricks Lift Station

Project Number:

PWS931

Project Priority:

Desirable

Project Description:

The force main from the corporation yard extends to Kinley Lift Station requiring a pump station at Hendricks Road for that area to enter the system. Replacing the force main with a gravity sewer would increase reliability, reduce pumping costs, and allow for the abandonment of the Hendricks Lift Station, which is on private property and is a difficult to maintain facility.



Department: Utility

General Plan Consistency:

GOAL PS-B An adequate level of service in the City's sewage collection and disposal system that meets the needs of existing and projected development.

Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,027	\$ 423,123	\$ 484,150
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,027	\$ -	\$ 61,027
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 423,123	\$ 423,123
Funding Sources:								
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,027	\$ 423,123	\$ 484,150
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,027	\$ 423,123	\$ 484,150

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Corporation Yard Vector Station and Pump Station

Project Number:

PWS932

Project Priority:

Desirable

Project Description:

The vector station at the wastewater plant is small and distant from the City. A larger vector station at the corporation yard would save staff time and vehicle wear. It would also provide a location for vector truck excavation unloading and transfer for soil disposal. Because the vector station will need to handle wastewater as a component of the vector truck loads, the pumping systems at the corporation yard will need to be upgraded as well.



Department: Utility

General Plan Consistency:

GOAL PS-B An adequate level of service in the City's sewage collection and disposal system that meets the needs of existing and projected development.

Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 228,122	\$ 1,581,649	\$ 1,809,771
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 228,122	\$ -	\$ 228,122
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,581,649	\$ 1,581,649
Funding Sources:								
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 228,122	\$ 1,581,649	\$ 1,809,771
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 228,122	\$ 1,581,649	\$ 1,809,771

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Recycled Water System Expansion

Project Number:

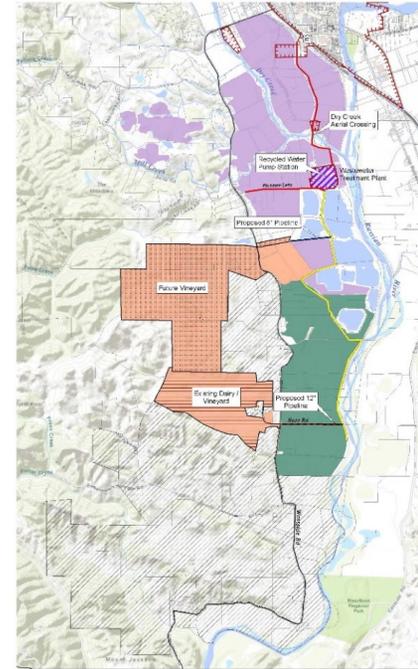
PWS936

Project Priority:

Mandate

Project Description:

The City is under a Cease and Deist Order to comply with seasonal discharge prohibition from its wastewater plant. This project expands the agricultural beneficial reuse program so that treated effluent can be sent to farms for irrigation rather than be discharged. This project modifies the permit to allow additional agricultural uses and expands the geographic area of service to the west side of Westside Road. These changes will allow water to be delivered for beneficial reuse during the discharge prohibition period and aid in the City reaching compliance with the requirements of its wastewater permit.



Department: Utility

General Plan Consistency:

GOAL PS-B An adequate level of service in the City's sewage collection and disposal system that meets the needs of existing and projected development.

Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 1,900,000	\$ 1,257,274	\$ 24,118	\$ -	\$ -	\$ -	\$ -	\$ 24,118
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 1,900,000	\$ 1,257,274	\$ 24,118	\$ -	\$ -	\$ -	\$ -	\$ 24,118
Funding Sources:								
Wastewater Fund 530	\$ 1,900,000	\$ 1,257,274	\$ 24,118	\$ -	\$ -	\$ -	\$ -	\$ 24,118
Total	\$ 1,900,000	\$ 1,257,274	\$ 24,118	\$ -	\$ -	\$ -	\$ -	\$ 24,118

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Water Reclamation Facility Dewatered Biosolids
Modifications

Project Number:

PWS941

Project Priority:

Necessary

Project Description:

The City's solid waste contract changed in 2020 and hauling and disposal of biosolids generated at the wastewater treatment plant are now a direct expense to the wastewater fund. To better manage the biosolids handling for trucking, modifications to the biosolids conveyor are required to fill a larger truck to reduce truck trips and to install a scale so that the truck is not overloaded.



Department: Utility

General Plan Consistency:

GOAL PS-B An adequate level of service in the City's sewage collection and disposal system that meets the needs of existing and projected development.

Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 200,000	\$ 113,266	\$ 211,970	\$ -	\$ 225,000	\$ -	\$ -	\$ 436,970
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 67,000	\$ 67,000	\$ 10,050	\$ -	\$ -	\$ -	\$ -	\$ 10,050
Construction	\$ 133,000	\$ 46,266	\$ 201,920	\$ -	\$ 225,000	\$ -	\$ -	\$ 426,920
Funding Sources:								
Wastewater Fund 530	\$ 200,000	\$ 113,266	\$ 211,970	\$ -	\$ 225,000	\$ -	\$ -	\$ 436,970
Total	\$ 200,000	\$ 113,266	\$ 211,970	\$ -	\$ 225,000	\$ -	\$ -	\$ 436,970

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Water Reclamation Facility Flood Mitigation

Project Number:

PWS944

Project Priority:

Desirable

Project Description:

The Water Reclamation Facility (WRF) flooded in February 2019, which caused significant damage to process equipment. To mitigate against future flooding, the City applied for and was granted in 2021 funds from FEMA to build a berm to keep flood water from Dry Creek and the Russian River out of the WRF site.



Department: Utility

General Plan Consistency:

Goal PS-A An adequate level of service in the City's water system to meet the needs of existing and projected development.

Policy PS-A-1 The City will ensure the availability of water sources as necessary to serve planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ 32,960	\$ 224,410	\$ -	\$ -	\$ -	\$ -	\$ 224,410
Planning	\$ -	\$ 10,050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ 22,910	\$ 47,750	\$ -	\$ -	\$ -	\$ -	\$ 47,750
Construction	\$ -	\$ -	\$ 176,660	\$ -	\$ -	\$ -	\$ -	\$ 176,660
Funding Sources:								
Wastewater Fund 530	\$ -	\$ 8,240	\$ 67,274	\$ -	\$ -	\$ -	\$ -	\$ 67,274
FEMA Grant	\$ -	\$ 24,720	\$ 157,136	\$ -	\$ -	\$ -	\$ -	\$ 157,136
Total	\$ -	\$ 32,960	\$ 224,411	\$ -	\$ -	\$ -	\$ -	\$ 224,411

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Healdsburg Avenue Utility Replacements

Project Number: PWS945 **Project Priority:** Necessary

Project Description:
Upgrade sewer, water and storm drain infrastructure along Healdsburg Avenue, between Powell Avenue and the Foss Creek bridge ¼ mile south of Passalacqua Road in advance of the Healdsburg Avenue Complete Streets Project



Department: Public Works

General Plan Consistency:
Goal PS-B An adequate level of service in the City's sewage collection and disposal system that meets the needs of existing and projected development.
Goal PS-A An adequate level of service in the City's water system to meet the needs of existing and projected development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

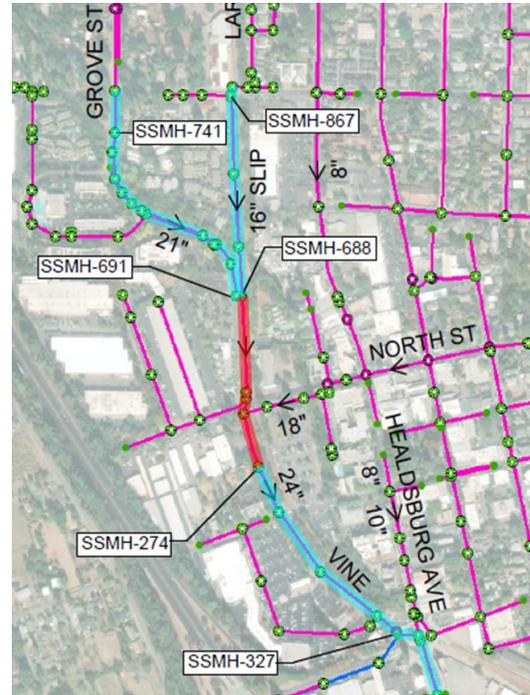
Capital Improvement Program Detail	Budget	Est. Expend	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
	FY 2021-22	FY 2021-22						
Project Costs:	\$ -	\$ -	\$ -	\$ 223,500	\$ 2,235,000	\$ -	\$ -	\$ 2,458,500
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ 223,500	\$ -	\$ -	\$ -	\$ 223,500
Construction	\$ -	\$ -	\$ -	\$ -	\$ 2,235,000	\$ -	\$ -	\$ 2,235,000
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ 32,667	\$ 326,667	\$ -	\$ -	\$ 359,333
Water Impact Fee Fund 920	\$ -	\$ -	\$ -	\$ 40,833	\$ 408,333	\$ -	\$ -	\$ 449,167
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ 62,500	\$ 625,000	\$ -	\$ -	\$ 687,500
Sewer Impact Fee Fund 930	\$ -	\$ -	\$ -	\$ 27,500	\$ 275,000	\$ -	\$ -	\$ 302,500
Drainage Impact Fee Fund 931	\$ -	\$ -	\$ -	\$ 60,000	\$ 600,000	\$ -	\$ -	\$ 660,000
Total	\$ -	\$ -	\$ -	\$ 223,500	\$ 2,235,000	\$ -	\$ -	\$ 2,458,500

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Grove Street and Vine Street Trunk Main Replacement

Project Number: PWSXXX
Project Priority: Necessary

Project Description:
The 2020 Sewer System Mater Plan identified a portion of sewer trunk main along Grove Street between Foss Circle and North Street lacks sufficient freeboard capacity for future development. This project would upsize the deficient portion of sewer.



Department: Public Works

General Plan Consistency:
Goal PS-B An adequate level of service in the City's sewage collection and disposal system that meets the needs of existing and projected development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000	\$ 3,250,000	\$ 3,575,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000	\$ -	\$ 325,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,250,000	\$ 3,250,000
Funding Sources:								
Sewer Impact Fee Fund 930	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000	\$ 3,250,000	\$ 3,575,000
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000	\$ 3,250,000	\$ 3,575,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Trash Capture Implementation Phase 1

Project Number:

PWD112

Project Priority:

Mandate

Project Description:

Design and construct hydrodynamic separator on March Ave and curb inlet trash screens as needed in accordance with Trash Implementation Plan.



Department: Public Works

General Plan Consistency:

Goal NR-A Improve water quality and flows in the Russian River, Dry Creek and Foss Creek to protect the City's water supply, recreation, fish and wildlife

Policy NR-A-2 The City will seek to minimize siltation, sedimentation and pollution discharged into receiving waterways from construction activities and ongoing operations

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 100,000	\$ -	\$ -	\$ -	\$ 150,000	\$ 10,000	\$ 10,000	\$ 170,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 100,000	\$ -	\$ -	\$ -	\$ 150,000	\$ 10,000	\$ 10,000	\$ 170,000
Funding Sources:								
Drainage Fund 531	\$ 100,000	\$ -	\$ -	\$ -	\$ 150,000	\$ 10,000	\$ 10,000	\$ 170,000
Total	\$ 100,000	\$ -	\$ -	\$ -	\$ 150,000	\$ 10,000	\$ 10,000	\$ 170,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Chablis Road Drainage Channel Sediment Removal Project

Project Number:

PWD113

Project Priority:

Necessary

Project Description:

The project will remove accumulated sediment from an unnamed drainage adjacent to Chablis Road in the Vintage Hills subdivision in the northwest portion of the City.



Department: Public Works

General Plan Consistency:

Goal S-C Prevent the loss of lives, injuries, and property damage due to flooding

Policy S-C-3 The City will provide for environmentally-sound channel improvements to, and tree and brush clearance along Foss Creek and other watercourses to reduce flooding

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (X)

Capital Improvement Program Detail	Budget FY 2021-22	Est. Expend FY 2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 25,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 125,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
Funding Sources:								
Drainage Fund 531	\$ -	\$ -	\$ 25,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 125,000
Total	\$ -	\$ -	\$ 25,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 125,000

Electric Projects - Fund 542

Project Name	Project #	FY 22-23 Budget	FY 23-24 Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	Total
Badger Substation 60kV and 12kV Bus Reconstruction	EL1008	30,000	-	-	-	-	30,000
Public Electric Vehicle Charging Stations	EL1011	425,000	-	-	-	-	425,000
Install Backtie for South Healdsburg	EL1013	-	40,000	720,000	-	-	760,000
Reconductor Grove Street North of Dry Creek	EL1014	127,500	-	-	-	-	127,500
Badger Substation Bank Replacement	EL1015	-	-	-	-	750,000	750,000
Guantlett Tower Replacement	EL1016	185,000	-	-	-	-	185,000
Underground Grove Street	EL1017	25,000	25,000	1,520,000	-	-	1,570,000
Underground Healdsburg Ave	EL10XX	-	-	155,000	2,000,000	2,000,000	4,155,000
Badger Substation Seismic Retrofit	EL1018	62,500	312,500	-	-	-	375,000
Mill District Development	ELR292	362,000	-	-	-	-	362,000
Passalacqua & Parkland Farms Inf. Ext.	ELR308	160,000	-	-	-	-	160,000
155 Dry Creek Affordable Housing	ELR343	16,300	169,000	-	-	-	185,300
Montage Affordable Housing	ELRXXX	26,080	260,800	-	-	-	286,880
ENSO/North Village Development	ELR316	324,000	-	-	-	-	324,000
Subtotal		1,743,380	807,300	2,395,000	2,000,000	2,750,000	9,695,680

Project Name	Project #	FY 22-23					FY 23-24		
		Electric		Measure V	Developer	Total	Electric	Developer	Total
		Fund 540	Fund 546	Fund 105	Funded		Fund 540	Funded	
Badger Substation 60kV and 12kV Bus Reconstruction	EL1008	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -
Public Electric Vehicle Charging Stations	EL1011	\$ -	\$ 425,000	\$ -	\$ -	\$ 425,000	\$ -	\$ -	\$ -
Install Backtie for South Healdsburg	EL1013	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000
Reconductor Grove Street North of Dry Creek	EL1014	\$ 127,500	\$ -	\$ -	\$ -	\$ 127,500	\$ -	\$ -	\$ -
Guantlett Tower Replacement	EL1016	\$ -	\$ -	\$ 185,000	\$ -	\$ 185,000	\$ -	\$ -	\$ -
Underground Grove Street	EL1017	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ 25,000
Badger Substation Seismic Retrofit	EL1018	\$ 62,500	\$ -	\$ -	\$ -	\$ 62,500	\$ 312,500	\$ -	\$ 312,500
Mill District Development	ELR292	\$ -	\$ -	\$ -	\$ 362,000	\$ 362,000	\$ -	\$ -	\$ -
Passalacqua & Parkland Farms Inf. Ext.	ELR308	\$ -	\$ -	\$ -	\$ 160,000	\$ 160,000	\$ -	\$ -	\$ -
155 Dry Creek Affordable Housing	ELR343	\$ -	\$ -	\$ -	\$ 16,300	\$ 16,300	\$ -	\$ -	\$ -
Montage Affordable Housing	ELRXXX	\$ -	\$ -	\$ -	\$ 26,080	\$ 26,080	\$ -	\$ 169,000	\$ 169,000
ENSO/North Village Development	ELR316	\$ -	\$ -	\$ -	\$ 324,000	\$ 324,000	\$ -	\$ 260,800	\$ 260,800
Subtotal		\$ 245,000	\$ 425,000	\$ 185,000	\$ 888,380	\$ 1,743,380	\$ 377,500	\$ 429,800	\$ 807,300

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Badger Substation 60kV and 12kV Bus Reconstruction

Project Number: EL1008

Project Priority:
Necessary

Project Description:

As exists, Badger Substation's 60kV bussing is a single permanent feed with a temporary second feed. To finalize construction of the second feed, requires the installation of one steel dead-end structure capable of 60kV metering. The second 60kV feed minimizes the need for Citywide outages due to maintenance. Additionally, the 12kV breakers are 40 years old and beyond their useful life. Replacing these breakers requires the reconstruction of the 12kV bus to meet current industry standards. This project will also correct liquefaction concerns.



Department: Utility

General Plan Consistency:

Goal PS-C An adequate level of service in the City's electrical system that meets the needs of the existing and projected development.

Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate electrical service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 3,486,680	\$ 4,245,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ 495,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Construction	\$ 3,486,680	\$ 3,750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources:								
Electric Fund 540	\$ 3,486,680	\$ 4,245,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Total	\$ 3,486,680	\$ 4,245,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Public Electric Vehicle Charging Stations

Project Number: EL1011
Project Priority: Desirable

Project Description:
In support of Healdsburg's goals of reducing GHG emission this project would install several public electric vehicle charging stations throughout Healdsburg. Pending a feasibility study the project would install charging stations at the following locations; Healdsburg Ave Public Parking (Maher Lot), Senior Center, Healdsburg Highschool, Giorgi Park, Community Center.



Department: Utility

General Plan Consistency:
Goal NR-E Reduce greenhouse gas emissions and increase energy efficiency communitywide.
Policy NR-E-1 The City will reduce greenhouse gas emissions produced communitywide.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 180,000	\$ -	\$ 425,000	\$ -	\$ -	\$ -	\$ -	\$ 425,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 27,000	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ 65,000
Construction	\$ 153,000	\$ -	\$ 360,000	\$ -	\$ -	\$ -	\$ -	\$ 360,000
Funding Sources:								
Fund 546 GHG Reduction Funds	\$ 180,000	\$ -	\$ 425,000	\$ -	\$ -	\$ -	\$ -	\$ 425,000
Total	\$ 180,000	\$ -	\$ 425,000	\$ -	\$ -	\$ -	\$ -	\$ 425,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Install Backtie for South Healdsburg

Project Number:

EL1013

Project Priority:

Desirable

Project Description:

Currently the southern portions of Healdsburg are feed by a single overhead river crossing. During planned maintenance of unplanned outages the southern portion of Healdsburg is without power until the repairs can be made. This project would extend an underground high-voltage mainline feed a distance of 1,800 feet between Memorial bridge and Bailhache Road to construct a redundant looped feed improving system reliability.



Department: Utility

General Plan Consistency:

Goal PS-C An adequate level of service in the City's electrical system that meets the needs of the existing and projected development.

Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate electrical service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 40,000	\$ -	\$ -	\$ 40,000	\$ 720,000	\$ -	\$ -	\$ 760,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 40,000	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 720,000	\$ -	\$ -	\$ 720,000
Funding Sources:								
Electric Fund 540	\$ 40,000	\$ -	\$ -	\$ 40,000	\$ 720,000	\$ -	\$ -	\$ 760,000
Total	\$ 40,000	\$ -	\$ -	\$ 40,000	\$ 720,000	\$ -	\$ -	\$ 760,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Reconductor Grove Street North of Dry Creek

Project Number:

EL1014

Project Priority:

Desirable

Project Description:

This project would replace roughly 3,000 feet of 1/0 Aluminum wire with 397MCM Aluminum wire to improve system reliability and the City's ability maintain the electric system without power outages. The improvements allow maintenance on the main feeder serving the northern portions of Healdsburg by providing a strong backtie or looped feed. The work would also replace several deteriorated poles.



Department: Utility

General Plan Consistency:

Goal PS-C An adequate level of service in the City's electrical system that meets the needs of the existing and projected development.

Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate electrical service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 127,500	\$ -	\$ -	\$ -	\$ -	\$ 127,500
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500
Construction	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
Funding Sources:								
Electric Fund 540	\$ -	\$ -	\$ 127,500	\$ -	\$ -	\$ -	\$ -	\$ 127,500
Total	\$ -	\$ -	\$ 127,500	\$ -	\$ -	\$ -	\$ -	\$ 127,500

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Badger Substation Bank Replacement

Project Number: EL1015 **Project Priority:** Desirable

Project Description:
The existing power transformers of Badger Substation were manufactured and installed in the late 1970's. Expected life for this style of transformer is 50 years. The end of life for these transformers now falls within the current 5-year CIP window. Engineering and advanced material purchases will be required well ahead of the actual replacement date.



Department: Utility

General Plan Consistency:
Goal PS-C An adequate level of service in the City's electrical system that meets the needs of the existing and projected development.
Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate electrical service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes (x) No ()

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ 750,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ 750,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources:								
Electric Fund 540	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ 750,000
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ 750,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Gauntlett Tower Replacement

Project Number:
EL1016

Project Priority:
Necessary

Project Description:
Near the Gauntlett water reservoir is a communication tower used by all City departments but specifically, Police, Fire, and the Utility Department. This tower is at the end of its life and needs to be replaced. This project will design and construct a replacement tower such that communications for the City's public safety and public health will remain reliable.



Department: Utility

General Plan Consistency:
Goal PS-C An adequate level of service in the City's electrical system that meets the needs of the existing and projected development.
Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate electrical service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 185,000	\$ -	\$ -	\$ -	\$ -	\$ 185,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Construction	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Funding Sources:								
Measure T Fund 105	\$ -	\$ -	\$ 185,000	\$ -	\$ -	\$ -	\$ -	\$ 185,000
Total	\$ -	\$ -	\$ 185,000	\$ -	\$ -	\$ -	\$ -	\$ 185,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Underground Grove Street

Project Number:
EL1017

Project Priority:
Desirable

Project Description:
This project would place existing overhead wires and services along Grove street between Grant and Dry Creek underground. This project will require coordination with PG&E and a planned street improvements project. Total footage of the project is roughly 1,800 feet. This project is dependant upon grant funding for the street improvements.



Department: Electric

General Plan Consistency:
Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate electrical service to existing and planned development.
Policy CD-14 Develop a plan for undergrounding utilities in Healdsburg to enhance the aesthetic character of its downtown and other commercial

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 1,520,000	\$ -	\$ -	\$ 1,570,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 50,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,520,000	\$ -	\$ -	\$ 1,520,000
Funding Sources:								
Electric Fund 540	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 1,520,000	\$ -	\$ -	\$ 1,570,000
Total	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 1,520,000	\$ -	\$ -	\$ 1,570,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Underground Healdsburg Ave

Project Number:
EL10xx

Project Priority:
Desirable

Project Description:
This project would place existing overhead wires and services underground along Healdsburg Avenue in conjunction with the planned north Healdsburg Ave street improvements. This project will require coordination with PG&E and other utilities. Total footage of the project is roughly 8,200 feet. This project is dependant upon grant funding for the street improvements



Department: Electric

General Plan Consistency:
Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate electrical service to existing and planned development.
Policy CD-14 Develop a plan for undergrounding utilities in Healdsburg to enhance the aesthetic character of its downtown and other commercial

Appropriations beyond the 5 year program period are needed to complete the project: Yes (X) No ()

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 155,000	\$ 2,000,000	\$ 2,000,000	\$ 4,155,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 155,000	\$ -	\$ -	\$ 155,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ 2,000,000	\$ 4,000,000
Funding Sources:								
Electric Fund 540	\$ -	\$ -	\$ -	\$ -	\$ 155,000	\$ 2,000,000	\$ 2,000,000	\$ 4,155,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 155,000	\$ 2,000,000	\$ 2,000,000	\$ 4,155,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Badger Substation Seismic Retrofit

Project Number:

EL1018

Project Priority:

Desirable

Project Description:

The Badger Substation was constructed in the late 1970's with little to no consideration for potential damage from seismic activity. Due to the substation's location, adjacent the Russian River, this facility is highly susceptible to liquefaction and lateral spreading of the soils. To mitigate this seismic hazard it is proposed to install several micro piles and a buttress. Staff have filed for a FEMA grant to offset a portion of these costs but a 25% match is required from the City.



Department: Utility

General Plan Consistency:

Goal PS-C An adequate level of service in the City's electrical system that meets the needs of the existing and projected development.

Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate electrical service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes (x) No ()

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 250,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 1,500,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Construction	\$ -	\$ -	\$ -	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 1,250,000
Funding Sources:								
Electric Fund 540	\$ -	\$ -	\$ 62,500	\$ 312,500	\$ -	\$ -	\$ -	\$ 375,000
FEMA HMGP	\$ -	\$ -	\$ 187,500	\$ 937,500	\$ -	\$ -	\$ -	\$ 1,125,000
Total	\$ -	\$ -	\$ 250,000	\$ 1,250,000	\$ -	\$ -	\$ -	\$ 1,500,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
Mill District Development

Project Number:
EL292

Project Priority:
Mandate

Project Description:
The Mill District Development will require a significant amount of new infrastructure. As planned, the developer funded project, will install City electric infrastructure to serve the planned development.



Department: Utility

General Plan Consistency:

Goal PS-C An adequate level of service in the City's electrical system that meets the needs of the existing and projected development.

Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate electrical service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ 360,000	\$ 228,000	\$ 362,000	\$ -	\$ -	\$ -	\$ -	\$ 362,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 360,000	\$ 28,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 12,000
Construction	\$ -	\$ 200,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
Funding Sources:								
Developer Reimbursed	\$ 488,357	\$ 228,000	\$ 362,000	\$ -	\$ -	\$ -	\$ -	\$ 362,000
Total	\$ 488,357	\$ 228,000	\$ 362,000	\$ -	\$ -	\$ -	\$ -	\$ 362,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:

Passalacqua & Parkland Farms Inf. Ext.

Project Number:

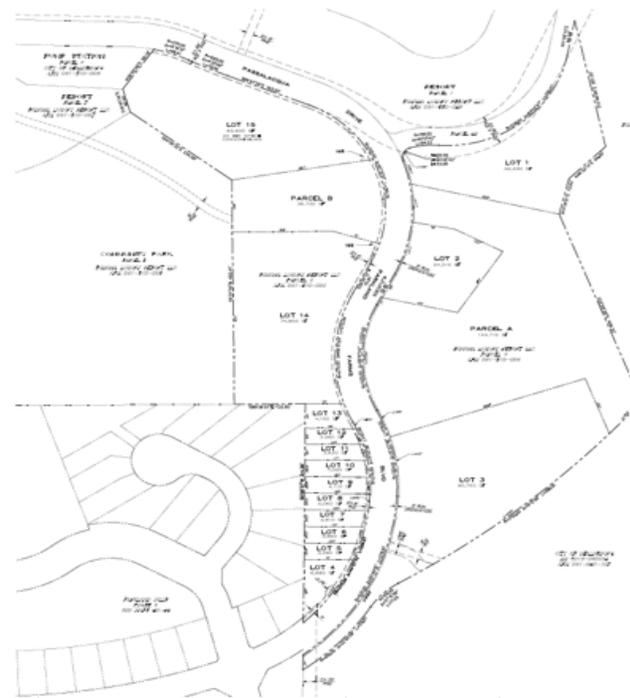
ELR308

Project Priority:

Mandate

Project Description:

As part of the Saggio Hills development agreement, the developer is responsible for costs necessary to construct a connector road and utilities between Passalacqua Road and Parkland Farms Blvd. This project will install mainline underground cable within conduit installed by the developer.



Department: Utility

General Plan Consistency:

Goal PS-C An adequate level of service in the City's electrical system that meets the needs of the existing and projected development.

Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate electrical service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ 160,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Construction	\$ -	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
Funding Sources:								
Developer Reimbursed	\$ -	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ 160,000
Total	\$ -	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ 160,000

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
155 Dry Creek Affordable Housing

Project Number: ELR343 **Project Priority:** Mandate

Project Description:
To provide electric service to the proposed affordable housing at 155 Dry Creek will require undergrounding of overhead wires along the frontage and installation of new services. The costs for this work will be reimbursed by the developer. The undergrounding along this section will require working with PG&E to place their overhead wires underground.



Department: Utility

General Plan Consistency:
Goal PS-C An adequate level of service in the City's electrical system that meets the needs of the existing and projected development.
Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate electrical service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 31,300	\$ 313,000	\$ -	\$ -	\$ -	\$ 344,300
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 31,300	\$ -	\$ -	\$ -	\$ -	\$ 31,300
Construction	\$ -	\$ -	\$ -	\$ 313,000	\$ -	\$ -	\$ -	\$ 313,000
Funding Sources:								
Developer Reimbursed	\$ -	\$ -	\$ 16,300	\$ 169,000	\$ -	\$ -	\$ -	\$ 185,300
Fund 540 Electric Fund	\$ -	\$ -	\$ 15,000	\$ 144,000	\$ -	\$ -	\$ -	\$ 159,000
Total	\$ -	\$ -	\$ 31,300	\$ 313,000	\$ -	\$ -	\$ -	\$ 344,300

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
 Montage Affordable Housing

Project Number:
 ELRXXX

Project Priority:
 Mandate

Project Description:
 To provide electric service to the affordable housing component of the Saggio Hills development, the City's electric department will need to extend underground cables and equipment throughout the planned development area. This work will be reimbursed by the developer.



Department: Utility

General Plan Consistency:

Goal PS-C An adequate level of service in the City's electrical system that meets the needs of the existing and projected development.

Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate electrical service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ -	\$ 26,080	\$ 260,800	\$ -	\$ -	\$ -	\$ 286,880
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 26,080	\$ -	\$ -	\$ -	\$ -	\$ 26,080
Construction	\$ -	\$ -	\$ -	\$ 260,800	\$ -	\$ -	\$ -	\$ 260,800
Funding Sources:								
Developer Reimbursed	\$ -	\$ -	\$ 26,080	\$ 260,800	\$ -	\$ -	\$ -	\$ 286,880
Total	\$ -	\$ -	\$ 26,080	\$ 260,800	\$ -	\$ -	\$ -	\$ 286,880

**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
ENSO/North Village Development

Project Number:
ELR316

Project Priority:
Mandate

Project Description:
To provide electric service to the proposed ENSO/North Village Development will require extending new underground cables throughout the development and installation of new electric services. The costs for this work will be reimbursed by the developer.



Department: Utility

General Plan Consistency:

Goal PS-C An adequate level of service in the City's electrical system that meets the needs of the existing and projected development.

Policy PS-C-1 The City will plan, construct, and maintain facilities to provide adequate electrical service to existing and planned development.

Appropriations beyond the 5 year program period are needed to complete the project: Yes () No (x)

Capital Improvement Program Detail	Budget FY21-22	Est. Expend FY21-22	2022-23	2023-24	2024-25	2025-26	2026-27	Projected Five Year Total
Project Costs:	\$ -	\$ 30,000	\$ 324,000	\$ -	\$ -	\$ -	\$ -	\$ 324,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ 15,000	\$ 324,000	\$ -	\$ -	\$ -	\$ -	\$ 324,000
Funding Sources:								
Developer Reimbursed	\$ -	\$ 30,000	\$ 324,000	\$ -	\$ -	\$ -	\$ -	\$ 324,000
Total	\$ -	\$ 30,000	\$ 324,000	\$ -	\$ -	\$ -	\$ -	\$ 324,000



BUDGET REFERENCE INFORMATION

GLOSSARY OF FINANCIAL AND BUDGET TERMS

Accrual

Accrual is an accounting method that records revenues and expenses when they are incurred, regardless of when cash is exchanged.

Adopted Budget

Appropriations adopted by the City Council.

Adoption

Formal action by the City Council, which sets the spending path for the fiscal year.

Appropriation

An authorization made by the Council, which permits the City to incur obligations and to make expenditures of resources. The authorization lapses at fiscal year end.

Appropriation Limitation

Imposed by Propositions 4 and 111, creates a restriction on the amount of revenue which can be appropriated in any fiscal year. The Limit is based on actual appropriations during the 1978-79 fiscal year, and is increased each year using the growth of population and inflation. Not all revenues are restricted by the limit; only those which are referred to as “proceeds of taxes.” Some examples of proceeds of taxes are sales tax, property tax, and business license tax.

Assessed Valuation

A value established for real property for use as a basis in levying property taxes. For all agencies in the State of California, the County for the secured and unsecured property tax rolls establishes assessed value; the utility property tax roll is valued by the State Board of Equalization. Under Article XIII of the State Constitution (Proposition 13 adopted by the voters on June 6, 1978), properties are assessed at 100% of full value. Proposition 13 also modified the value of real taxable property for fiscal year 1979 by rolling back values to fiscal 1976 levels. From this base of assessment, subsequent annual increases in valuation are limited to a maximum of 2%. However, increases to full value are allowed for property improvements or upon change in ownership. Personal property is excluded from these limitations and is subject to annual reappraisal. Property taxes for general purposes cannot exceed 1% of assessed value.

Asset

Resources owned or held by the City that have monetary value.

Audit

Prepared by an independent certified public accountant (CPA), the primary objective of an audit is to determine if the City’s financial statements present fairly the City’s financial position and results of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a Management Letter stating the adequacy of the City’s internal controls as well as recommending improvements to the City’s financial management practices.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

Balance Sheet

A statement presenting the financial position of an entity by disclosing its assets, liabilities and fund equities as of a specific date.

Bond

A form of borrowing (debt financing) which reflects a written promise from the City to repay a sum of money on a specific date at a specified interest rate. Bonds are used to finance large capital projects such as buildings, streets, utility infrastructure, and bridges.

Budget

A financial plan for a specified period of time that matches planned revenues and expenditures to municipal services, goals and objectives. Biennially the City of Healdsburg City Council adopts two individual one year budgets, with budget appropriations made for the appropriate fiscal year.

Budget Amendment

The City Council has the sole responsibility for adopting the City's budget, and may amend or supplement the budget at any time after adoption by majority vote. The City Manager has the authority to approve administrative adjustments to the budget as long as those changes are to transfer appropriations from one line item to another within a departmental/activity budget.

Budget Calendar

The schedule of budget preparations, hearings and adoption of annual budget.

Budget Policies

General and specific guidelines that govern financial plan preparation and administration.

Budgetary Basis

This refers to the form of accounting used throughout the budget process. These generally take one of three forms: GAAP, cash, modified accrual, or some type of statutory form.

California Environmental Quality Act (CEQA)

A state law mandating environmental review of most public and private projects.

Capital Assets

Land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure and all other tangible and intangible assets that are used in operations and have useful lives extending beyond a single reporting period. Capital assets are not physically consumed by their use, though their economic usefulness typically declines over time.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

Capital Expenditures

Expenditures resulting in the acquisition of or addition to the government's general capital assets.

Capital Improvements

Expenditures related to the acquisition, expansion, or rehabilitation of an element of the City's physical assets, sometimes referred to as infrastructure.

Capital Improvement Plan (CIP)

A five-year plan providing for maintaining or replacing existing public facilities and assets and for building or acquiring new ones.

Capital Projects Fund

A fund created to account for the capital improvement projects planned by the City of Healdsburg.

Cash Basis

A basis of accounting in which transactions are recognized only when cash is increased or decreased.

Certified Unified Program Agency (CUPA)

A state designation of a local agency certified to provide certain hazardous material management programs and enforce State laws with respect to same.

Contingency

A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contracted/Professional Services

Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, maintenance agreements, and professional consulting services.

Cost Accounting

A method of accounting which provides for assembling and recording of all the elements of cost incurred to accomplish a purpose, to carry on an activity or operation, or to complete a unit of work or a specific job.

Debt Financing

Borrowing funds as needed and pledging future revenues to make current expenditures. The City of Healdsburg uses debt financing for one-time capital improvements whose life will exceed the term of financing and where expected revenues are sufficient to cover the long-term debt.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

Debt Instrument

Methods of borrowing funds, including general obligation bonds, revenue bonds, lease/purchase agreements, lease-revenue bonds, tax allocation bonds, certificates of participation, and assessment district bonds.

Debt Service

Payments of principal and interest on bonds and other debt instruments according to a pre-determined schedule.

Debt Service Fund

This fund type is used to account for the payment and accumulation of resources related to general long-term debt principal and interest. (See Fund)

Deficit

Either the excess of entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

Department

A major organizational unit of the City, which has been assigned overall management responsibility for an operation, or a group of related operations within a functional area.

Depreciation

Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

Division

A functional unit within a department.

Encumbrance

Obligations in the form of purchase orders or contract commitments, which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is recorded.

Enterprise Funds

The fund type is used to account for operations that are financed and operated in a manner similar to private sector enterprises and it is the intent of the City that the costs of providing goods or services to the general public be financed or recovered primarily through user charges. The City accounts for the Wastewater, Water, Electric and Airport operations as Enterprise Funds. (See Fund)

Environmental Impact Report (EIR)

A report pursuant to California Environmental Quality Act (CEQA) analyzing the environmental impacts of a project.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

Expenditure

The outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. Note: An encumbrance is not an expenditure; an encumbrance reserves funds to be expended.

Fiscal Year

The beginning and ending period for recording financial transactions. The City has specified July 1 to June 30 as its fiscal year.

Fixed Assets

Assets of long-term nature such as land, buildings, machinery, furniture and other equipment, with an expected life in excess of three years and an acquisition cost in excess of \$5,000.

Fringe Benefits

These include employee retirement, social security, health, dental, life insurance, workers' compensation, uniforms, and deferred compensation plans.

Full-Time Equivalent (FTE)

The ratio of time expended in a position. The ratio is derived by dividing the amount of (FTE): employed time required in a position by the amount of employed time required in a corresponding full-time position. 2080 hours per year equates to 1.0 FTE.

Fund

An accounting entity that records all the financial transactions for specific activities or government functions. The seven generic fund types used by the City are: Governmental Fund, Capital Improvement, Debt Service, Enterprise, Internal Service, Special Revenue, and Trust & Agency Funds.

Fund Balance

Also known as financial position, fund balance for governmental fund types is the excess of fund assets over liabilities, and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses.

General Fund

The primary operating fund of the City, all revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund. With the exception of subvention or grant revenues restricted for specific uses, General Fund resources can be utilized for any legitimate governmental purpose. (See Fund)

Generally Accepted Accounting Principles (GAAP)

Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

Governmental Funds

Governmental Funds are used to account for most of the City's general government activities.

Grant

A contribution by the Federal or State government or other organization to support a particular function.

Interfund Transfers

The movement of monies between funds of the same governmental entity.

Intergovernmental Grant

A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from State and Federal governments. Grants are usually made for specified purposes.

Internal Service Fund

A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

Investment Revenue

Revenue received as interest from the investment of funds not immediately required to meet cash disbursement obligations.

Line Item Budget

A budget that lists detailed expenditure categories (salary, materials, telephone service, travel, etc.) separately, along with the amount budgeted for each specified category. The City uses a line item detail to maintain and record for financial reporting and control purposes.

Memorandum of Understanding (MOU)

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

Modified Accrual Basis

The basis of accounting under which revenues are recognized when measurable and available to pay liabilities. Expenditures are recognized when the liability is incurred except for interest on long-term debt which is recognized when due, and the noncurrent portion of accrued vacation and sick leave, which is recorded in general long-term debt.

Municipal Code

A collection of laws, rules, and regulations that apply to the City and its citizens.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

Northern California Power Agency (NCPA)

A joint action agency providing collective electric power generation, transmission, purchasing and dispatch services to its members, including the City of Healdsburg.

Object of Expenditure

An expenditure classification, referred to the lowest and most detailed level of classification, such as utilities, office supplies and contract services.

Operating Budget

The portion of the budget that pertains to daily operations providing basic governmental services.

Operational Expense

The cost of materials required for a department to perform its function.

Other Financing Sources

Governmental fund general long-term debt proceeds, amounts equal to the present value of minimum lease payments arising from capital leases, proceeds from the sale of general fixed assets, and operating transfers in.

Other Financing Uses

Governmental fund operating transfers out and the amount of refunding bond proceeds deposited with the escrow agent.

Public Employees Retirement System (PERS)

An independent state agency that administers retirement benefits for state and contracted local agency employees.

Program

An activity, or division, within a department that furthers the objectives of the City Council, by providing services or a product.

Proposed Budget

Appropriations requested of City Council after review by the City Manager.

Rating

The credit worthiness of a City as evaluated by independent agencies.

Redevelopment Successor Agency of the City of Healdsburg (RSA)

A separate local agency providing for governance and transfer of properties and assets previously held by the Redevelopment Agency of the City of Healdsburg. The City Council serves as the Board of Directors of the RSA; the City Manager as its Executive Director.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

Redwood Empire Municipal Insurance Fund (REMIF)

A joint action agency providing pooling insurance, purchasing and self-insurance to its member cities, including Healdsburg.

Reserve

An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose or designated by Council and is, therefore, not available for general appropriation.

Resolution

A special or temporary order of a legislative body: an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources (sources)

Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

Retained Earnings

The proprietary fund equivalent of accumulated equity. Working capital (current assets less current liabilities) can be used to finance budgetary expenditures for proprietary funds (Internal Service and Enterprise Funds).

Revenue Bonds

Bonds sold to construct a project that will produce revenues pledged for the payment of related principal and interest.

Revenues

Increases in the net current assets of a governmental fund type from other than expenditure refunds, debt issue proceeds and inter-fund transfers.

Risk Management

All the ways and means used to avoid accidental loss or to reduce its consequences if it does occur.

Special Assessment

A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

Special Assessment Bonds

Bonds payable from the proceeds of special assessments. If the bonds are payable only from the collections of special assessments, they are known as special assessment bonds. If, in addition to the assessments, the full faith and credit of the government are pledged, they are known as general obligation special assessment bonds.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

Special Revenue Funds

This fund type is used to account for the proceeds from specific revenue sources (other than trusts or capital funds) that are legally restricted to expenditures for specific purposes.

Strategic Plan

A document outlining long-term goals, critical issues, and action plans that will increase the organization's effectiveness in attaining its vision, priorities, mission, goals and objectives.

Subventions

Revenues collected by the State (or other level of government), which are allocated to the City on a formula basis. The major subventions received by the City of Healdsburg from the State of California include motor vehicle in-lieu and gasoline taxes.

Tax Allocation Bonds

Bonds sold to fund capital projects, whereby tax increment revenues secure principal and interest payments.

Taxes

Compulsory charges levied by government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits, such as special assessments. Neither does this term include charges for services rendered only to those paying such charges.

Transfers In/Out

Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

Trust and Agency Funds

Also known as Fiduciary Fund types, these funds are used to account for assets held by the City in a trustee capacity or as an agent for private individuals, organizations, or other governmental agencies. The fiduciary funds used by the City include expendable trust and agency funds. Expendable trust funds are accounted for in the same manner as Governmental Funds (general, special revenues, debt service, and capital project funds). Agency funds are custodial in nature (assets equal liabilities) and do not measure the results of operations.

Use Tax

A tax on goods purchased outside the state to prevent revenue loss from avoidance of sales taxes by means of out-of-state purchases. A Use Tax is also levied in order to remove inequities between purchases made within and outside the state.

Working Capital

Current assets less current liabilities.

CITY OF HEALDSBURG

RESOLUTION NO. 73-2022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
HEALDSBURG ADOPTING THE FISCAL YEAR 2022-23
BUDGET

WHEREAS, at the January 3, 2022, City Council meeting the City kicked off the budget development process, including the development of budget development goals and a public outreach strategy; and

WHEREAS, as part of the public outreach and engagement strategy the City held three public workshops, met with over 7 community organizations, and launched a public simulation that received over 350 responses; and

WHEREAS, on February 22, 2022, the City Council reviewed and updated the Pension Liability Funding Policy as part of the budget development process; and

WHEREAS, on April 18, 2022, the City Council reviewed existing reserve policies in place and updated the reserve policy for the Water Fund, Sewer Fund, and Landscape Lighting Assessment Districts; and

WHEREAS, on May 9 and May 31, 2022, the City Council held duly noticed special meetings to review, and provide opportunity for and receive public comments regarding the proposed fiscal year 2022-23 budget, including appropriations for authorized positions by department; and

WHEREAS, the proposed general fund budget includes \$1,418,788 in funding from the American Recovery Plan Act that the City will be using as replacement for lost revenue during the COVID-19 pandemic.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg does hereby:

1. Adopt the fiscal year 2022-23 budget as depicted on the attached Exhibit A.
2. Authorize the City Manager to take all necessary and proper steps to implement this budget, including making expenditures which require prior approval of the City Council as set forth in the Healdsburg Municipal Code and State law.
3. Directs the City Manager to notify the City Council on a timely basis and prepare a budget adjustment when it appears a budget will be exceeded.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Healdsburg this 6th day of June 2022 by the following vote:

AYES: Councilmembers: (4) Hagele, Kelley, Mitchell and Mayor Jimenez

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

SO ORDERED:

ATTEST:

Oswaldo Jimenez, Mayor

Raina Allan, City Clerk

Resolution No. 73-2022
Exhibit A

Fund	FY 2022-23
101 General Fund	\$ 19,945,097
102 General Capital Replacement Fund	\$ 8,009,150
103 Tree Mitigation Fund	\$ 8,675
105 Transaction & Use Tax Fund (Measure T)	\$ 4,886,320
106 Transient Occupancy Tax (TOT) - Affordable Housing	\$ 949,461
107 L & M Village Fund	\$ 2,647,454
201 Gas Tax Fund	\$ 352,700
202 Road Repair and Accountability Fund	\$ 671,208
203 Traffic Congestion Relief Fund	\$ 42,368
212 Other Special Revenue Fund	\$ 85,523
221 Lighting & Landscape Assessment District 1	\$ 82,557
222 Lighting & Landscape Assessment District 2	\$ 8,983
223 Lighting & Landscape Assessment District 3	\$ 105,101
224 Lighting & Landscape Assessment District 4	\$ 7,796
225 Lighting & Landscape Assessment District 5	\$ 19,254
226 Lighting & Landscape Assessment District 6	\$ 25,106
280 Media Center Fund	\$ 40,000
301 General Debt Service Fund	\$ 1,849,367
403 Post RDA Successor Agency Fund	\$ 3,888,378
404 Post RDA Housing Agency Fund	\$ 1,000
405 Post RDA Debt Retirement Fund	\$ 3,738,509
510 Streets Fund	\$ 1,361,748
512 Streets Capital Project Fund	\$ 4,784,134
520 Water Fund	\$ 6,428,484
521 Water Debt Reserve Fund	\$ 205,375
522 Water Capital Project Fund	\$ 1,570,186
530 Wastewater Capital Project Fund	\$ 8,190,088
531 Drainage Fund	\$ 787,033
532 Wastewater & Drainage Capital Project Fund	\$ 573,749
540 Electric Fund	\$ 14,531,441
542 Electric Capital Project Fund	\$ 1,743,380
546 Electric Public Benefit Fund	\$ 1,012,359
570 Airport Fund	\$ 416,654
572 Airport Capital Project Fund	\$ 693,000
581 Sonoma County Parks Improvement Fund (Measure M)	\$ 380,000
582 Community Services Capital Projects Fund	\$ 4,435,015
585 Community Services Fund	\$ 8,375,041
601 Insurance & Benefits Fund	\$ 1,571,953
602 Vehicle Services Fund	\$ 2,962,012
603 Information Services Fund	\$ 3,169,822
604 Building Maintenance Fund	\$ 1,090,452
622 Vehicle Replacement Fund	\$ 1,485,421
703 Senior Center Endowment Expendable Trust	\$ 4,000

Resolution No. 73-2022
Exhibit A

706 Plaza Flowers Veterans Trust Fund	\$	600
901 Fire Facilities Development Impact Fees Fund	\$	143,372
920 Water Development Impact Fees Fund	\$	422,161
930 Wastewater Development Impact Fees Fund	\$	301,500
985 Park Development Impact Fees Fund	\$	998,611

Total \$ 115,001,599

CITY OF HEALDSBURG

RESOLUTION NO. 74-2022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
HEALDSBURG ADOPTING THE FISCAL YEAR 2023-24
BUDGET

WHEREAS, at the January 3, 2022, City Council meeting the City kicked off the budget development process, including the development of budget development goals and a public outreach strategy; and

WHEREAS, as part of the public outreach and engagement strategy the City held three public workshops, met with over 7 community organizations, and launched a public simulation that received over 350 responses; and

WHEREAS, on February 22, 2022, the City Council reviewed and updated the Pension Liability Funding Policy as part of the budget development process; and

WHEREAS, on April 18, 2022, the City Council reviewed existing reserve policies in place and updated the reserve policy for the Water Fund, Sewer Fund, and Landscape Lighting Assessment Districts; and

WHEREAS, on May 9 and May 31, 2022, the City Council held duly noticed special meetings to review and provide opportunity for and receive public comments regarding the proposed fiscal year 2023-24 budget, including appropriations for authorized positions by department.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg does hereby:

1. Adopt the fiscal year 2023-24 budget as depicted on the attached Exhibit A.
2. Authorize the City Manager to take all necessary and proper steps to implement this budget, including making expenditures which require prior approval of the City Council as set forth in the Healdsburg Municipal Code and State law.
3. Directs the City Manager to notify the City Council on a timely basis and prepare a budget adjustment when it appears a budget will be exceeded.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Healdsburg this 6th day of June 2022 by the following vote:

AYES: Councilmembers: (4) Hagele, Kelley, Mitchell and Mayor Jimenez

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

SO ORDERED:

ATTEST:

Oswaldo Jimenez, Mayor

Raina Allan, City Clerk

Fund	FY 2023-24
101 General Fund	\$ 18,065,003
102 General Capital Replacement Fund	\$ 242,943
105 Transaction & Use Tax Fund (Measure T)	\$ 2,641,320
106 Transient Occupancy Tax (TOT) - Affordable Housing	\$ 560,076
107 L & M Village Fund	\$ 989,484
201 Gas Tax Fund	\$ 502,900
202 Road Repair and Accountability Fund	\$ 236,000
221 Lighting & Landscape Assessment District 1	\$ 82,659
222 Lighting & Landscape Assessment District 2	\$ 7,093
223 Lighting & Landscape Assessment District 3	\$ 69,721
224 Lighting & Landscape Assessment District 4	\$ 5,950
225 Lighting & Landscape Assessment District 5	\$ 19,678
226 Lighting & Landscape Assessment District 6	\$ 24,340
280 Media Center Fund	\$ 40,000
301 General Debt Service Fund	\$ 112,778
403 Post RDA Successor Agency Fund	\$ 3,871,320
404 Post RDA Housing Agency Fund	\$ 1,016
405 Post RDA Debt Retirement Fund	\$ 3,731,520
510 Streets Fund	\$ 1,417,324
512 Streets Capital Project Fund	\$ 1,385,000
520 Water Fund	\$ 6,499,528
522 Water Capital Project Fund	\$ 3,990,516
530 Wastewater Capital Project Fund	\$ 8,145,941
531 Drainage Fund	\$ 792,200
532 Wastewater & Drainage Capital Project Fund	\$ 150,000
540 Electric Fund	\$ 14,851,252
542 Electric Capital Project Fund	\$ 807,300
546 Electric Public Benefit Fund	\$ 600,593
570 Airport Fund	\$ 417,212
572 Airport Capital Project Fund	\$ 82,000
581 Sonoma County Parks Improvement Fund (Measure M)	\$ 200,000
582 Community Services Capital Projects Fund	\$ 8,105,280
583 Park Dedication Fund	\$ 60,000
585 Community Services Fund	\$ 9,026,233
601 Insurance & Benefits Fund	\$ 1,756,905
602 Vehicle Services Fund	\$ 1,086,403
603 Information Services Fund	\$ 3,127,851
604 Building Maintenance Fund	\$ 946,464
622 Vehicle Replacement Fund	\$ 740,279
703 Senior Center Endowment Expendable Trust	\$ 4,000
706 Plaza Flowers Veterans Trust Fund	\$ 600
901 Fire Facilities Development Impact Fees Fund	\$ 138,372
920 Water Development Impact Fees Fund	\$ 462,994

Resolution No. 74-2022
Exhibit A

930 Wastewater Development Impact Fees Fund
931 Drainage Development Impact Fees Fund

	\$	254,590
	\$	60,000
Total	\$	<u>96,312,637</u>

CITY OF HEALDSBURG

RESOLUTION NO. 75-2022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
HEALDSBURG ADOPTING THE 2022-27 FIVE-YEAR
CAPITAL IMPROVEMENT PROGRAM

WHEREAS, City staff has prepared a Capital Improvement Program, designed to serve as both a financial and project planning document; and

WHEREAS, on May 9, 2022, and May 31, 2022, the City Council held duly noticed special meetings to review and provide opportunity for and receive public comments regarding the proposed five-year Capital Improvement Program to Council and Council's direction has been incorporated into the figures presented in the proposed program; and

WHEREAS, on May 24, 2022, pursuant to Government Code sections 65103 and 65400, the Planning Commission reviewed the proposed Capital Improvement Program and determined that all of the projects contained in said program are consistent with the City of Healdsburg General Plan as to location, purpose and extent; and

WHEREAS, City staff reviewed the proposed Capital Improvement Program under the California Environmental Quality Act ("CEQA") and determined that adoption of the program is not a project for CEQA purposes, therefore no environmental review is required.

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

1. Based on the Planning Commission determination, finds the proposed 2022-27 five-year Capital Improvement Program consistent with the City of Healdsburg General Plan; and
2. Finds and determines that adoption of the Capital Improvement Program is not subject to CEQA review; and
3. Adopts the City of Healdsburg 2022-27 five-year Capital Improvement Program as summarized in the attached Exhibit A.

PASSED, APPROVED AND ADOPTED this 6th day of June 2022, by the following vote:

AYES: Councilmembers: (4) Hagele, Kelley, Mitchell and Mayor Jimenez

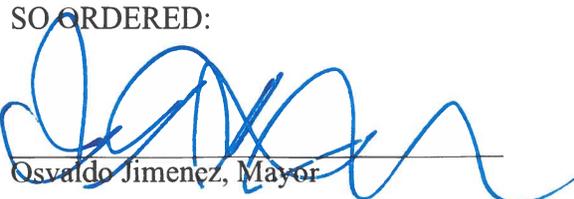
NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

SO ORDERED:

ATTEST:


Osvaldo Jimenez, Mayor


Raina Allan, City Clerk

I, RAINA ALLAN, City Clerk of the City of Healdsburg, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 75-2022 adopted by the City Council of the City of Healdsburg on the 6th day of June, 2022.



Raina Allan, City Clerk



CITY OF HEALDSBURG

RESOLUTION NO. 76-2022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
HEALDSBURG RESCINDING RESOLUTION NO. 3-2022
AND REESTABLISHING THE LIST OF AUTHORIZED
POSITIONS

WHEREAS, on May 9 and May 31, 2022, the City Council held duly noticed special meetings to review and provide opportunity for and receive public comments regarding the proposed fiscal years 2022-23 and 2023-24 budgets, including appropriations for authorized positions by department; and

WHEREAS, the City Council wishes to adopt a City budget for fiscal years 2022-23 and 2023-24; and

WHEREAS, the budget includes the addition of two positions, a Park Maintenance Worker and Capital Project Manager, both within the Community Services Department, and

WHEREAS, the salary schedule for each position reflects the fiscal year 2022-23 salary steps for all bargaining groups based on the current status of labor agreements; and

WHEREAS, the City Council agrees that there are benefits to updating the Authorized Position list to accurately reflect approved positions.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg does hereby:

1. Rescind Resolution No. 3-2022
2. Ratify the authorized positions as depicted in the attached Exhibit A.

PASSED, APPROVED AND ADOPTED this 6th day of June 2022, by the following vote:

AYES: Councilmembers: (4) Hagele, Kelley, Mitchell and Mayor Jimenez

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

SO ORDERED:



Osvaldo Jimenez, Mayor

ATTEST:



Raina Allan, City Clerk

Resolution No. 76-2022
Page 2

I, RAINA ALLAN, City Clerk of the City of Healdsburg, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 76-2022 adopted by the City Council of the City of Healdsburg on the 6th day of June, 2022.



Raina Allan, City Clerk

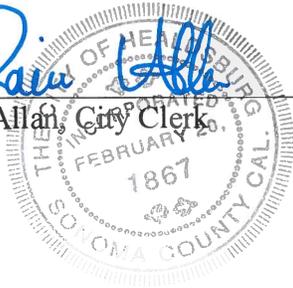


Exhibit A - Authorized Positions

Department	Authorized Positions	Bargaining Group	A Step	B Step	C Step	D Step	E Step	F Step
City Manager's Office								
City Manager	1	Executive Management					\$22,451.28	
Assistant City Manager	1	Executive Management	\$14,215.62	\$14,926.06	\$15,673.31	\$16,456.20	\$17,279.49	
Housing Administrator	1	Mid-Management	\$9,738.05	\$10,234.63	\$10,757.35	\$11,306.21	\$11,882.40	
City Clerk	1	Mid-Management	\$9,035.21	\$9,486.96	\$9,961.33	\$10,459.38	\$10,982.36	
Public Information and Community Outreach Coordinator	1	Mid-Management	\$7,147.15	\$7,504.52	\$7,879.74	\$8,273.72	\$8,687.41	
Administrative Services								
Administrative Services Director	1	Executive Management	\$13,786.28	\$14,476.10	\$15,199.59	\$15,960.51	\$16,757.59	
Information Technology Manager	1	Mid-Management	\$10,441.29	\$10,963.35	\$11,511.51	\$12,087.09	\$12,691.45	
Finance Manager	1	Mid-Management	\$9,738.05	\$10,234.63	\$10,757.35	\$11,306.21	\$11,882.40	
Human Resources Manager	1	Mid-Management	\$9,738.05	\$10,234.63	\$10,757.35	\$11,306.21	\$11,882.40	
Central Services Manager	1	Mid-Management	\$8,856.74	\$9,299.58	\$9,764.57	\$10,252.79	\$10,765.42	
Accounting Manager	1	Mid-Management	\$8,856.74	\$9,299.58	\$9,764.57	\$10,252.79	\$10,765.42	
Human Resources Analyst	1	Mid-Management	\$7,902.59	\$8,305.33	\$8,728.24	\$9,173.75	\$9,641.82	
Accountant	1	Mid-Management	\$7,370.36	\$7,745.77	\$8,141.38	\$8,557.17	\$8,993.17	
Mechanic - Equipment Service Writer	1	IBEW	\$7,674.04	\$8,065.85	\$8,477.08	\$8,908.87	\$9,363.50	
Geographic Information System Technician	1	IBEW	\$6,844.72	\$7,187.41	\$7,547.24	\$7,924.20	\$8,320.58	
Information Technology Engineering Specialist	2	IBEW	\$6,742.59	\$7,079.72	\$7,433.71	\$7,805.39	\$8,195.66	
Fleet Mechanic	1	IBEW	\$6,675.66	\$7,017.20	\$7,374.75	\$7,750.56	\$8,145.81	
Payroll Technician	1	IBEW	\$6,104.50	\$6,415.21	\$6,743.05	\$7,086.88	\$7,447.86	
Administrative Technician	1	IBEW	\$6,104.50	\$6,415.21	\$6,743.05	\$7,086.88	\$7,447.86	
Accounting Technician	1	IBEW	\$5,526.50	\$5,807.50	\$6,104.50	\$6,415.20	\$6,743.06	
Building Maintenance Technician II	1	IBEW	\$5,310.60	\$5,581.32	\$5,865.76	\$6,165.04	\$6,480.32	
Senior Accounting Assistant	1	IBEW	\$5,258.05	\$5,526.50	\$5,807.50	\$6,104.50	\$6,415.21	
Accounting Assistant II	3	IBEW	\$4,760.00	\$5,009.71	\$5,258.05	\$5,526.50	\$5,807.50	
Planning & Building								
Community Development Director	1	Executive Management	\$13,786.28	\$14,476.10	\$15,199.59	\$15,960.51	\$16,757.59	
Building Official	1	Mid-Management	\$10,032.88	\$10,534.51	\$11,061.24	\$11,614.30	\$12,195.02	
Senior Planner	1	Mid-Management	\$9,738.05	\$10,234.63	\$10,757.35	\$11,306.21	\$11,882.40	
Senior Building Inspector	1	IBEW	\$8,392.54	\$8,820.91	\$9,270.98	\$9,743.90	\$10,240.91	
Building Inspector II	1	IBEW	\$7,229.67	\$7,598.64	\$7,985.89	\$8,392.54	\$8,820.91	
Development Services Technician II	1	IBEW	\$6,104.50	\$6,415.21	\$6,743.05	\$7,086.88	\$7,447.86	
Administrative Technician	2	IBEW	\$6,104.50	\$6,415.21	\$6,743.05	\$7,086.88	\$7,447.86	
Assistant Planner	1	IBEW	\$6,006.42	\$6,306.74	\$6,622.09	\$6,953.19	\$7,300.85	
Community Services								
Community Services Director	1	Executive Management	\$13,392.35	\$14,061.20	\$14,765.68	\$15,503.43	\$16,279.18	
Parks and Open Space Superintendent	1	Mid-Management	\$8,990.26	\$9,439.78	\$9,911.76	\$10,407.35	\$10,927.72	
Recreation Manager	1	Mid-Management	\$8,638.60	\$9,070.55	\$9,524.06	\$10,000.27	\$10,500.28	
Project Manager	1	Mid-Management	\$7,969.06	\$8,375.36	\$8,801.96	\$9,251.15	\$9,722.90	
Recreation Supervisor	3	Mid-Management	\$6,739.53	\$7,082.87	\$7,444.02	\$7,824.18	\$8,223.34	
Park Maintenance Foreman	1	IBEW	\$5,865.76	\$6,165.04	\$6,480.32	\$6,810.45	\$7,157.71	
Park Maintenance Worker II	4	IBEW	\$5,205.51	\$5,471.66	\$5,750.39	\$6,043.96	\$6,352.38	
Office Assistant II	1	IBEW	\$4,619.50	\$4,855.96	\$5,103.84	\$5,363.14	\$5,638.44	
Recreation Coordinator II	2	IBEW	\$4,611.22	\$4,841.77	\$5,083.85	\$5,338.06	\$5,604.95	
Facility Worker	1	IBEW	\$4,352.20	\$4,573.81	\$4,807.98	\$5,052.44	\$5,310.60	
Office Assistant I	1	IBEW	\$4,215.28	\$4,426.04	\$4,647.34	\$4,879.71	\$5,123.69	
Police								
Police Chief	1	Executive Management	\$14,937.94	\$15,685.19	\$16,469.27	\$17,292.55	\$18,157.42	
Police Lieutenant	1	Mid-Management	\$11,942.09	\$12,539.20	\$13,166.15	\$13,824.47	\$14,515.35	
Police Sergeant	5	HPOA	\$8,607.70	\$9,038.07	\$9,489.99	\$9,964.48	\$10,462.70	\$10,985.84
Emergency Response Coordinator	1	Mid-Management	\$7,859.31	\$8,252.29	\$8,664.90	\$9,098.14	\$9,553.04	
Police Officer	11	HPOA	\$6,877.24	\$7,221.09	\$7,582.16	\$7,961.26	\$8,359.33	\$8,777.29
Police Social Services Team Member	1	Mid-Management	\$6,972.68	\$7,321.31	\$7,687.37	\$8,071.74	\$8,475.32	
Police Dispatcher II	3	HPOA	\$5,284.32	\$5,553.90	\$5,836.05	\$6,134.20	\$6,441.48	\$6,763.56
Police Dispatcher I	3	HPOA	\$5,027.31	\$5,284.32	\$5,553.90	\$5,836.06	\$6,134.21	\$6,440.91
Police Records Technician	1	HPOA	\$4,996.85	\$5,251.92	\$5,518.75	\$5,800.86	\$6,097.06	\$6,401.92
Police Technician	1	HPOA	\$4,391.49	\$4,613.65	\$4,849.91	\$5,096.76	\$5,356.54	\$5,624.35
Fire								
Fire Chief	1	Executive Management	\$14,355.82	\$15,074.56	\$15,827.75	\$16,618.96	\$17,450.56	
Fire Marshal/Division Chief	1	Mid-Management	\$11,596.78	\$12,176.62	\$12,785.46	\$13,424.73	\$14,095.96	
Fire Captain	3	IAFF	\$8,548.37	\$8,983.68	\$9,442.21	\$9,923.97	\$10,430.20	
Fire Inspector	1	IAFF	\$7,738.91	\$8,133.85	\$8,548.36	\$8,983.67	\$9,442.21	
Fire Engineer	3	IAFF	\$7,363.50	\$7,738.90	\$8,133.85	\$8,548.37	\$8,983.68	
Fire Fighter	3	IAFF	\$7,005.23	\$7,363.50	\$7,738.90	\$8,133.85	\$8,548.37	
Office Assistant II	1	IBEW	\$4,619.50	\$4,855.96	\$5,103.84	\$5,363.14	\$5,638.44	
Public Works								
Public Works Director	1	Executive Management	\$13,934.08	\$14,630.24	\$15,363.23	\$16,131.88	\$16,939.72	
Principal Civil Engineer	2	Mid-Management	\$11,112.57	\$11,669.74	\$12,253.05	\$12,864.86	\$13,508.77	
Utility Maintenance Superintendent	1	Mid-Management	\$10,235.05	\$10,746.79	\$11,284.14	\$11,849.38	\$12,440.77	
Senior Civil Engineer	1	Mid-Management	\$9,835.47	\$10,338.00	\$10,864.27	\$11,419.08	\$12,001.19	
Senior Public Works Inspector	1	IBEW	\$8,392.54	\$8,820.91	\$9,270.98	\$9,743.90	\$10,240.81	
Assistant/Associate Civil Engineer	1	Mid-Management	\$8,388.48	\$8,816.16	\$9,265.22	\$9,738.05	\$10,234.63	
Public Works Inspector	1	IBEW	\$6,810.45	\$7,157.71	\$7,523.25	\$7,907.06	\$8,310.30	
Utility Maintenance Foreman	2	IBEW	\$6,810.45	\$7,157.71	\$7,523.25	\$7,907.06	\$8,310.30	
Engineering Technician	2	IBEW	\$6,104.50	\$6,415.21	\$6,743.05	\$7,086.88	\$7,447.86	

Exhibit A - Authorized Positions

Administrative Technician	1	IBEW	\$6,104.50	\$6,415.21	\$6,743.05	\$7,086.88	\$7,447.86
Public Works and Utilities Materials Technician	1	IBEW	\$5,865.76	\$6,165.04	\$6,480.32	\$6,810.45	\$7,157.71
Utility Worker II	7	IBEW	\$5,573.46	\$5,852.13	\$6,144.74	\$6,451.98	\$6,774.58
Utility Worker I		IBEW	\$4,760.00	\$5,009.71	\$5,258.05	\$5,526.50	\$5,807.50
Utilities							
Utilities Director	1	Executive Management	\$15,391.75	\$16,161.58	\$16,969.42	\$17,818.83	\$18,711.02
Electric Operations Superintendent	1	Mid-Management	\$12,810.50	\$13,450.91	\$14,123.46	\$14,829.64	\$15,571.11
Utilities Engineering Manager	1	Mid-Management	\$12,248.08	\$12,860.48	\$13,503.52	\$14,178.68	\$14,887.61
Water and Wastewater Operations Superintendent	1	Mid-Management	\$10,812.27	\$11,352.87	\$11,920.52	\$12,516.55	\$13,142.37
Electric Line Foreman	1	IBEW	\$10,344.68	\$10,861.92	\$11,405.00	\$11,975.26	\$12,574.02
Lineworker/Troubleshooter	5	IBEW	\$9,362.59	\$9,830.72	\$10,322.25	\$10,838.37	\$11,380.27
Senior Electric Engineering Technician	2	IBEW	\$8,907.07	\$9,352.43	\$9,820.06	\$10,311.05	\$10,826.61
Wastewater Operations Foreman	1	IBEW	\$8,310.30	\$8,734.10	\$9,179.60	\$9,647.95	\$10,140.28
Water Operations Foreman	1	IBEW	\$8,310.30	\$8,734.10	\$9,179.60	\$9,647.95	\$10,140.28
Industrial Electrician	1	IBEW	\$8,223.91	\$8,635.11	\$9,066.85	\$9,520.20	\$9,996.21
Instrumentation Technician	2	IBEW	\$8,223.91	\$8,635.11	\$9,066.85	\$9,520.20	\$9,996.21
Electric Meter Technician	1	IBEW	\$7,947.05	\$8,344.57	\$8,761.51	\$9,200.16	\$9,660.51
Electric Coordinator/Inspector	1	IBEW	\$7,746.14	\$8,133.45	\$8,540.12	\$8,967.13	\$9,415.48
Senior Laboratory Analyst	1	IBEW	\$7,593.14	\$7,972.80	\$8,371.43	\$8,790.01	\$9,229.51
Utility Operator	4	IBEW	\$7,523.25	\$7,907.06	\$8,310.30	\$8,734.10	\$9,179.60
Utility Conservation Analyst	1	IBEW	\$7,517.76	\$7,893.66	\$8,288.34	\$8,702.76	\$9,137.89
Utility Compliance and Safety Coordinator	1	Mid-Management	\$7,512.67	\$7,888.31	\$8,282.72	\$8,696.84	\$9,131.69
Industrial Mechanic	2	IBEW	\$6,708.78	\$7,044.62	\$7,396.45	\$7,766.56	\$8,154.94
Electric Materials Technician	1	IBEW	\$6,505.39	\$6,830.66	\$7,172.19	\$7,530.79	\$7,907.34
Administrative Technician	1	IBEW	\$6,104.50	\$6,415.21	\$6,743.05	\$7,086.88	\$7,447.86
Total Full-time Employees	144						