

City of Healdsburg

California



Biennial Budget

Fiscal Years

2024-25 & 2025-26



Healdsburg.gov

Table of Contents 1

Introduction

Biennial Budget 2024-26 City Manager Budget Message5

City of Healdsburg 2020-2025 Strategic Plan: Quality of Life.....9

About the City of Healdsburg.....11

City of Healdsburg Maps.....12

Budget Development Process14

Budget Calendar for 2024-25 and 2025-2616

City Organizational Chart18

Budgetary Funds19

Department Fund Relationship.....20

Basis of Budgeting.....22

Healdsburg at a Glance23

General Fund

General Fund Summary31

Department Detail:

 City Administration Narrative.....32

 City Council34

 Legal.....35

 City Manager’s Office36

 Finance.....37

 Planning and Building39

 Fire43

 Police.....47

 Public Works50

 Non-Departmental.....51

Public Works

Public Works Narrative53

 Streets Fund.....56

 Streets Capital Projects Fund.....57

 Airport Fund.....58

 Airport Capital Replacement Fund59

Utilities

Utilities Narrative.....61

 Water Fund64

 Water Capital Replacement Fund.....65

 Wastewater Fund66

 Drainage Fund.....67

 Wastewater and Drainage Capital Replacement Fund68

 Electric Fund69

 Electric Capital Replacement Fund70

Electric Public Benefit Fund	71
Electric Cap and Trade Fund	72
Community Services	
Community Services Narrative	74
Parks, Fields, Facilities, and Open Space and Regional Park Facilities Listing	77
Community Services Fund	78
Community Services Capital Projects Fund	79
Special Revenue Funds	
Special Revenue Funds Narrative	81
General Capital Replacement Fund	83
Enhanced Fire Protection Fund (Measure H)	84
Transaction and Use Tax Fund (Measure V).....	85
Transient Occupancy Tax – Affordable Housing (Measure S)	86
L&M Village Fund.....	87
Long Range Planning Fund.....	88
Economic Development Fund.....	89
Gas Tax Fund.....	90
Road Repair and Accountability Fund	91
Lighting and Landscape Assessment Districts	92
North Area Maintenance Fund.....	93
Benjamin Maintenance District Fund	94
Public Safety Fund	95
Opioid Settlement Fund	96
Strong Motion Education and Data Fund	97
Media Center Fund	98
Sonoma County Parks Improvement Fund (Measure M).....	99
Park Dedication Fund.....	100
Housing Agency Fund	101
General Debt Service Fund	102
Development Impact Fees Funds	
Development Impact Fees Funds Narrative	104
Fire Facilities Development Impact Fees Fund.....	105
Parking Development Impact Fees Fund.....	106
Streets Development Impact Fees Fund	107
Water Development Impact Fees Fund.....	108
Wastewater Development Impact Fees Fund	109
Drainage Development Impact Fees Fund	110
Electric Development Impact Fees Fund	111
Park Development Impact Fees Fund.....	112
Successor Agency Funds	
Successor Agency Funds Narrative	114

Post RDA Successor Agency Fund	115
Post RDA Debt Retirement Fund	116
Internal Service Funds	
Internal Service Funds Narrative	118
Insurance and Benefits Fund	119
Vehicle Services Fund	121
Vehicle Replacement Fund	123
Information Services Fund	125
Building Maintenance Fund	129
Trust Funds	
Trust Funds Narrative	132
Community Benefit Grant Trust Fund	133
Plaza Flowers Veterans Trust Fund.....	134
Senior Center Endowment Expendable Trust Fund	135
Cultural Non-Expendable Trust Fund	136
Capital Improvement Program	
Capital Improvement Program Narrative	138
2024-29 Five-year Capital Improvements Program Summary	139
Other City Projects	142
Street Projects.....	144
Water Projects	160
Wastewater and Drainage Projects	179
Electric Projects.....	196
Airport Projects.....	207
Community Services Projects	213
Budget Reference Information	
Glossary of Financial and Budget Terms.....	218
Debt Obligations	227
Financial Policies	232
Pension Liability Funding Policy.....	233
General Fund Surplus Policy	236
Reserve Policy for the General Fund	238
Reserve Policy for the Community Services Fund	240
Water and Wastewater Rates for FY 24-25, 25-26, and 26-27.....	242
Reserve Policy for the Electric Fund	247
Resolution No. 64-2024 Adopting the FY 2024-25 Budget.....	250
Resolution No. 65-2024 Adopting the FY 2025-26 Budget.....	253
Resolution No. 66-2024 Adopting the 2024-29 Five-Year Capital Improvement Program...	256
Resolution No. 67-2024 Reestablishing the List of Authorized Positions	258



INTRODUCTION

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

I am pleased to present the City of Healdsburg budgets for the fiscal years 2024-25 and 2025-26, along with our five-year Capital Improvement Program. In spite of some financial headwinds, this budget maintains service levels for City operations while funding a sizable investment in maintaining and enhancing our public infrastructure system.

In many respects, this budget supports the implementation of plans that have been developed over the preceding decade. Through thoughtful planning, the City of Healdsburg has established ambitious and exciting plans for updating our parks and public spaces, our transportation network, and the systems that bring us safe and reliable water and electricity. Many of those plans are now coming to fruition thanks to careful financial planning and our aggressive pursuit of outside grant funding.

The two upcoming fiscal years will see the initiation and completion of many exciting projects, but they will not be entirely free of fiscal constraints. After a very strong rebound from the pandemic in 2021 and 2022, some of our key revenues have fallen short of projections in the past year. While we hope for an economic rebound sooner than later, we have been cautious in our projections for the upcoming two-year budget period. In an ideal world, our capital improvement program would be even more aggressive, and we would make targeted enhancements to staffing and service levels. Instead, we have worked hard to carefully match available funding to our highest priorities, with a particular emphasis on leveraging outside funds for maximum benefit. To support as many investments as possible, we propose to hold citywide staffing essentially flat.

Even with these limitations, this budget represents an exciting investment in our community.

Revenue Growth and Enhancement

As noted, some of our key sources of revenue have been sluggish over the past year and do not yet show clear indications of an upcoming recovery. We continue to be upbeat about the long-term economic conditions in Healdsburg, but there is insufficient data available at this time to project when we will return to more typical rates of growth. Accordingly, our projections are conservative.

Sales tax, which comprises about a third of the General Fund revenue, is projected to be \$5.7 million in the current year, a 2% decline over the previous year. Projections reflect a slow recovery with a 1% increase in the first year and ramping up to 3% in the second year.

Transient Occupancy Tax (TOT) revenue from hotel stays is estimated to be \$9.5 million across all funds in 2023-24, a 3% decline over the prior year. Occupancy rates continue to remain low with the average monthly occupancy rate hovering around 55% in the current year. We are forecasting a 1% increase in total TOT revenue in the first year and an 11.5% increase in the second year due to economic cycles and the anticipation of new hotels coming online. TOT makes up 8% of General Fund revenue and 86% of Community Services Fund revenue.

Property tax, which comprises approximately 17% of our General Fund, is considerably more stable. We are projecting 5% annual increases over the upcoming two-year budget period, consistent with the recent Sonoma County assessment roll increases.

Fortunately, reductions in revenues from taxes have in many cases been offset by new grant awards and required contributions from developers of property within the City. As noted in the following section, we intend to deploy over \$26 million in outside funds over the next two years.

Capital Improvement Projects

The two-year budget includes a capital investment of over \$44 million, which includes leveraging over \$20 million in grants and \$6 million in developer contributions. Over the extended five-year CIP planning period, we anticipate investing about \$162 million in capital projects.

Highlights from the planned capital projects include:

- *March Avenue Rehabilitation* (\$2.4M): No other capital need generates as many community requests as March Avenue. Recognizing that this well-traveled arterial is in need of repaving, we made it the cornerstone of our streets program for the upcoming budget.
- *Healdsburg Avenue Complete Streets* (\$15.4 M): Building on the momentum generated by an \$11 M grant, we are investing local funds to meet the required match as well as Electric Funds to support undergrounding of utilities.
- *Grove Street Neighborhood Implementation Plan* (\$3.3 M): As with Healdsburg Avenue, grants, a local match, and funding for undergrounding will be combined to implement long-needed improvements for safer multi-modal travel on Grove Street.
- *Ward Street Neighborhood Revitalization* (\$1.5 M): Ward Street and the surrounding area have suffered from limited investment and deteriorating infrastructure. This project will focus on improving safe access to, from, and within this neighborhood.
- *Badger Park Redevelopment* (\$2.0 M): Although we have long-term plans for a full redevelopment of Badger Park, this project will combine grant funds and a local match to start work on the highest priority improvements, including restrooms and river access.
- *Saggio Hills Park* (\$7.7 M): The initial work on a planned new park at the north end of town (official park name TBD in 2024) will include a multi-use trail and parking.

In addition to the highlights noted above, the coming year will also see the completion of several high-profile projects that were funded in the previous budget. Notably, those include

the new fire substation, the Foley Family Community Pavilion, and the expansion of our recycled water system to several locations in town.

Stabilizing Utility Funds

A key challenge of the past year was the implementation of new rate structures for water and wastewater services in the City. While rate increases are never desirable, we recognize that they were particularly challenging in this instance. Unfortunately, we were confronted with a combination of significant cost inflation, new regulatory requirements, persistent reductions in water sales, and major rehabilitation needs for our aging treatment and distribution systems.

The good news is that we are now in a position to once again invest in our systems and begin chipping away at a backlog of deferred maintenance needs. That process will take many years, but this budget includes significant projects that will move us in the right direction. The budget also shows a gradual return to fiscal health for the water and wastewater funds. By staying in front of these challenges, we hope to avoid large rate increases in the foreseeable future.

Additional Service Enhancements

Beyond capital investment, the primary focus of this budget has been to maintain service levels, while balancing expenditures and revenues and continuing to meet our targets for healthy fiscal reserves. With that said, the budget does include some targeted enhancements in services for the upcoming two years. Some highlights include:

- Implementation of a public safety camera system designed to deter crime and aid in investigations in areas that have been most prone to criminal activity.
- The addition of a second Fire Inspector position fully funded by the countywide Measure H sales tax to enhance our fire prevention activities.
- Construction of publicly available EV charging stations located at several City owned parking lots.
- Formation and launch of a new Arts and Culture commission to support implementation of the City's Arts and Culture Master Plan.
- Ongoing implementation of the City's Climate Mobilization Strategy and Diversity, Equity, and Inclusion Plan.

Acknowledgements

Preparation of a municipal budget is an immense task that requires dedicated effort from City staff, the City Council, and the community. This document is the culmination of a myriad of planning efforts that, when combined, constitute our work plan for the coming years. I am grateful to our staff, most significantly the Finance Department 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's participation in this process provided consistent and impactful guidance over several months.

Community feedback remained at the heart of every funding decision. Once again, we engaged in a robust public engagement effort to solicit feedback. I am pleased and grateful that over 400 members of the community took the time to participate in our interactive budget feedback tools. Moreover, every time we hear from members of the community regarding City programs or infrastructure needs, we take that feedback to heart. We can't fund every desired project, but we have worked hard to address those that are most important to our residents.

It is a testament to our City team and our community that, in the face of limited revenues and some fiscal challenges, we continue to maintain high service levels. Further, our ongoing commitment to infrastructure projects will ensure that our community continues to thrive for decades to come. This budget affirms our commitment to ensuring that Healdsburg remains a great place to live, work, and visit.

With respect and gratitude,

Jeff Kay
City Manager

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

The planning process for the 2020-2025 Strategic Plan began in the Spring of 2019. The five-year plan was developed through extensive community engagement including public meetings, focus groups, speaker series, community surveys, and public workshops. The Strategic Plan was unanimously adopted on December 16th, 2019, and identified seven Strategic Initiatives that contribute to the City's overall Quality of Life.

Building on its 2020-2025 Strategic Plan, the Council completes annual goal setting in alignment with the Fiscal Year to match available resources with specific Council priorities. The Council goal setting for the Fiscal Year 2024-2025 was completed at a public workshop on March 25th, 2024, and the Council formally adopted the Goals below on May 6th, 2024.

Strategic Initiative - 01: Encourage Economic Diversity and Sustainable Growth

Goal 1.1 – Complete the Housing Element Implementation Land Use Code Updates

Goal 1.2 – Amend the Scope of Services of the Chamber of Commerce Agreement

Strategic Initiative - 02: Promote Environmental Stewardship

Goal 2.1 – Complete Postal Fleet Electrification White Paper

Strategic Initiative - 03: Expand Affordable Housing Opportunities

Goal 3.1 – Continue Housing Element Work Group

Goal 3.2 – Support Saggio Hills Affordable Housing

Goal 3.3 – Support 155 Dry Creek Affordable Housing

Goal 3.4 – Identify City-Owned Land for Housing Production

Goal 3.5 – Consider Possible Amendments to the Growth Management Ordinance

Goal 3.6 – Consider Strengthening and Expanding the Local Preference Ordinance

Strategic Initiative - 04: Maintain and Improve Infrastructure and Facilities

Facilities

Goal 4.1 – Complete Library Upgrades

Goal 4.2 – Complete New Fire Substation

Parks

Goal 4.3 – Create Park Financing Plan

Streets/Bikes/Pedestrian

Goal 4.4 – Complete Healdsburg Avenue Complete Street Project

Goal 4.5 – Implement Grove Street Neighborhood Plan

Goal 4.6 – Implement Ward Street Neighborhood Plan

Goal 4.7 – Enhanced Maintenance for LIDs

Water

Goal 4.8 – Complete Municipal Recycled Water Pipeline

Goal 4.9 – Consider Aquifer Storage and Recovery (ASR) Wells

Goal 4.10 – Improve Fitch Well Field and Dry Creek Well Field

Goal 4.11 – Begin the Process of the Long-Term Visioning for the Community Center and Pool

Strategic Initiative - 05: Provide Effective Governance

Goal 5.1 – Televise Council Meetings on YouTube

Goal 5.2 – Streamline Process to Watch Council Meetings

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

Goal 6.1 – Implement Community Wildfire Protection Plan

Goal 6.2 – Implement Fire Fuels Reduction Program

Goal 6.2 – Implement a Gun Safety Education Program

Strategic Initiative - 07: Provide Resident-Driven Community Services

Policies/Programs

Goal 7.1 – Implement Arts & Culture Master Plan

Goal 7.2 – Revise City-HUSD Joint Use Agreement

Community Facilities

Goal 7.3 – Complete Foley Family Community Pavilion

Goal 7.4 – Develop Villa Chanticleer Capital Replacement Plan

Goal 7.5 – Begin the Process of the Long-Term Visioning for the Community Center and Pool

Park/Open Space

Goal 7.6 – Complete Saggio Hills Park Development

Goal 7.7 – Complete Saggio Hills Park Naming Process

Goal 7.8 – Complete Badger Park Redevelopment

Goal 7.9 – Complete Hilltop Road Erosion Repairs

Goal 7.10 – Consider an Arts & Cultures Commission

Goal 7.11 – Explore an Alternative to the 4th of July Fireworks Show

Goal 7.12 – Select a City Flower/Plant and/or Tree

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 (11,030 estimated in 2022) 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, 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 2024-25 and 2025-26 budget development process with the City Council at the regularly scheduled Council meeting on January 16th, 2024. 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.

16-Jan	5-Feb	15-Feb	Feb	20-Feb	18-Mar	25-Mar	28-Mar	1-Apr	15-Apr	25-Apr	13-May	20-May	3-Jun
Council	Finance	Public	Public	Council	Departments	Council	Public	Finance	Council	Departments	Council	Council	Council
Budget Development Overview	Cost Allocation Plan, Internal Service Funds & Salary Projections Due	Launch Public Budget Simulation Tool	Public Budget Workshop	Mid-Year Finance Update & Policy Reviews	Preliminary Operations & CIP Budgets Due	Goal Setting	Close Public Budget Simulation Tool	Budget Analysis/Evaluation with City Manager & Department Heads	Budget Check-in	Final Department Revision Due	Special Meeting: Budget Workshop	Q3 Financial Update	Budget Adoption

Staff
Council
Public

Internally, the budget development process was coordinated through the City Finance Department. In early February the Finance Director and key staff worked to develop budgets for wages, benefits, insurance, internal service fees, and allocated costs. Finance staff provided budget worksheets, allocation worksheets, and Capital Improvement Plan worksheets to Department Heads and key staff in February. Worksheets were due back to Finance by mid-March. 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 Workshop 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. Focus on Infrastructure Funding
3. Complete Facility Needs Assessments
4. Improve Transparency through Accounting Development
5. Review Finance Policies
6. Continue to Pursue Robust Public Engagement

Public Engagement and Outreach

City staff, in partnership with Corazón Healdsburg, held a public workshop to discuss the City budget on February 28th at the Healdsburg Senior Center. Attendees received a presentation on the budget process and a detailed introduction of the budget simulation. Devices were available for attendees to complete the simulation. City staff have also met with and presented to several stakeholder groups. Stakeholder meetings included a discussion of the budget and budget process and steered participants to provide direct feedback via the budget simulation. Staff also attended a Senior Bistro Brunch at the Senior Center to engage the senior community in discussions of the City Budget. Many participants completed paper copies of the budget survey and others were guided to the full budget simulation to provide more detailed feedback. City staff brought devices to the Day Labor Center and encouraged the staff and community members to complete the survey while answering questions about the budget process. Corazón engaged community members with available devices to complete the budget simulation and the paper survey outside of Lola's market and throughout the community.

A full version of the budget simulation that had detailed categories and several specific questions as well as a short version with summarized categories was launched on February 26th in both English and Spanish. Paper surveys reflecting the categories of the short version of the budget simulation were also provided in both English and Spanish. The simulation closed on April 1st, and 236 responses were submitted online. The full version of the online budget simulation received 194 responses and the short version received 42 responses. Of the online budget simulation responses, 229 were English and 7 were Spanish. The City also received a total of 141 paper budget survey responses. Of the paper survey responses, 14 were English and 127 were Spanish. Data from the simulation was provided to the City Council during the Budget Development Check-in on April 15th.

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

- January 16, 2024: Budget Development Overview
- February 20, 2024:
 - FY23-24 Midyear Budget Review
 - Pension Liability Funding Policy Review
 - General Fund Surplus Policy Review
- April 15, 2024: Council Budget Development Check-In
- May 13, 2024: Special Meeting: Budget Workshop
- May 20, 2024: Q3 Financial Update with Year End Projections
- June 3, 2024: Budget and CIP Adoption

The budget is a living document and after budget adoption City staff return to Council every quarter to provide a financial update. Staff review revenue and expenditures to propose adjustments necessary to realign to current trends.

Budget Calendar for 2024-25 and 2025-26

January 2024

Budget Development Overview

February 2024

Mid-Year FY 23-24 Financial Update

March 2024

Council Goal Setting

April 2024

Budget Development Update

May 2024

Budget Workshop

June 2024

Budget Adoption

November 2024

Quarter 1 FY 24-25 Financial Update

Budget Calendar for 2024-25 and 2025-26 (continued)

January 2025

FY 23-24 Financial Statements

February 2025

Mid-Year FY 24-25 Financial Update

May 2025

Quarter 3 FY 24-25 Financial Update

November 2025

Quarter 1 FY 25-26 Financial Update

January 2026

FY 24-25 Financial Statements

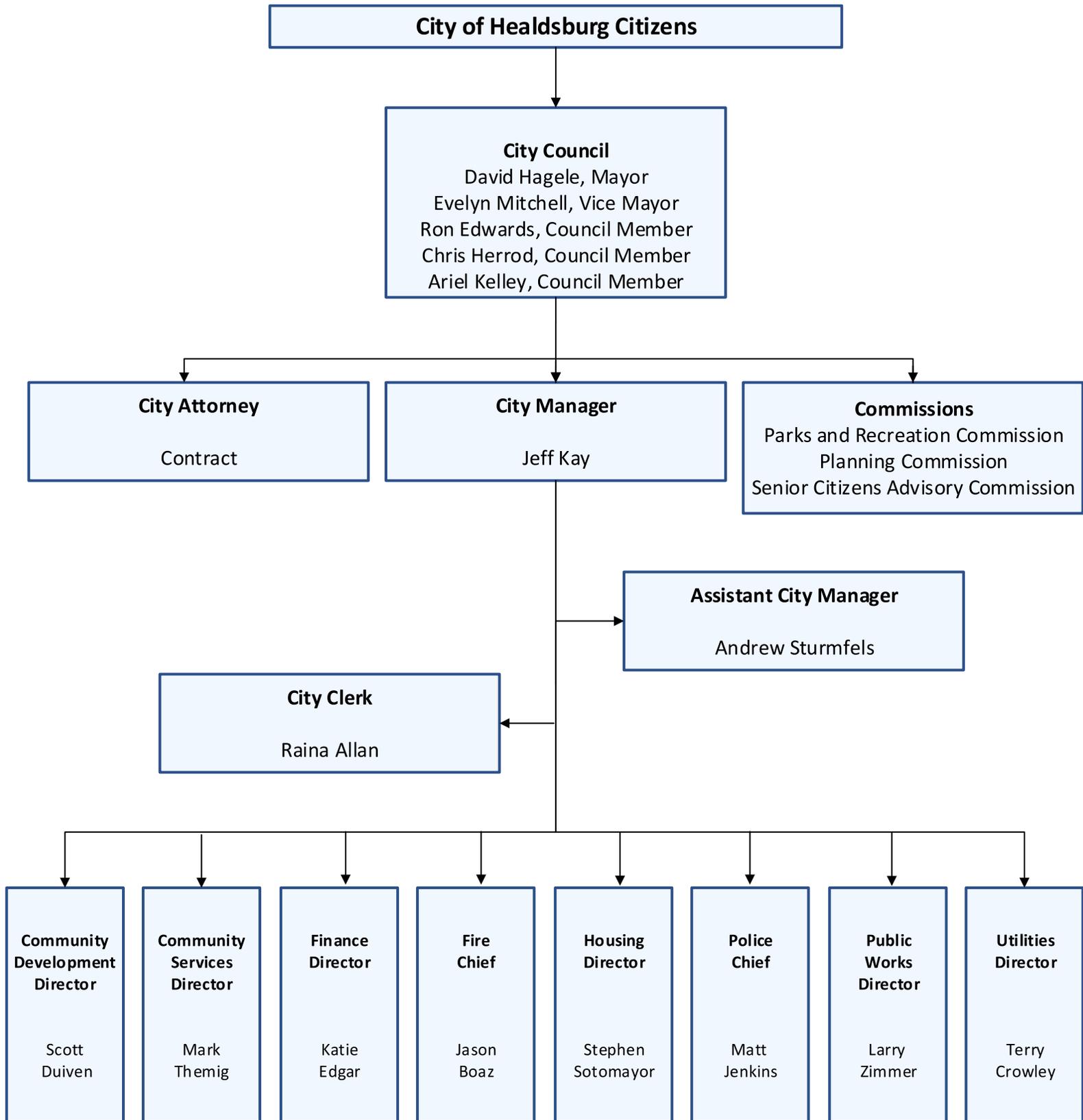
February 2026

Mid-Year FY 25-26 Financial Update

May 2026

Quarter 3 FY 25-26 Financial Update

CITY ORGANIZATIONAL CHART



City of Healdsburg
Budgetary Funds

Governemantal Funds

Proprietary Funds

Fiduciary Funds

General Fund
Major Fund

Debt Service Fund
Non-Major

Capital Project Funds
Major Fund
-Streets
Non-Major
-General Capital
Repalcement

Special Revenue Funds
Major Fund
-Community Services

Non-Major
-Enhanced Fire Protection
-Transaction & Use Tax
-Affordable Housing (TOT)
-L&M Village
-Long Range Planning
-Economic Development
-Gas Tax
-Road Repair and Accountability
-Lighting & Landscape
Assessment Districts
-Benjamin Maintenance District
-Public Safety
-Opioid Settlement
-Strong Motion Education & Data
Media Center
-Sonoma County Parks
Improvement
-Park Dedication
-Fire Impact Fee
-Parking Impact Fee
-Streets Impact Fee
-Park Impact Fee

Enterprise Funds
Major Fund
-Water
-Wastwater
-Electric
Non-Major
-Airport
-Drainage

Internal Service Funds
Non-Major
-Insurance & Benefits
-Vehicle Maintenance
-Vehicle Replacement
-Information Services
-Building Maintenance

Custodial Funds
Non-Major
-Plaza Flowers
Veterans Trust
-Community Benefit
Trust
-Cultural Center Trust

**Private Purpose Trust
Funds**
Non-Major
-RDA Successor
Agency

Department Fund Relationship

Fund Type	Fund Description	City Manager	Finance	Fire	Police	Community Development	Community Services	Housing	Public Works	Utilities
General Fund	101-General Fund	X	X	X	X	X				
Special Revenue Fund	104-Enhanced Fire Protection Fund (Measure H)			X						
Special Revenue Fund	105-Transaction & Use Tax Fund (Measure T)	X	X	X	X	X			X	
Special Revenue Fund	106-Transient Occupancy Tax - Affordable Housing Fund							X		
Special Revenue Fund	107-L & M Village Fund							X		
Special Revenue Fund	150-Economic Development Fund	X								
Special Revenue Fund	201-Gas Tax Fund								X	
Special Revenue Fund	202-Road Repair and Accountability Fund								X	
Special Revenue Fund	208-North Area Maintenance Fund								X	
Special Revenue Fund	211-Public Safety Fund			X	X					
Special Revenue Fund	213-Opioid Settlement Fund	X		X	X					
Special Revenue Fund	221-Lighting & Landscape Assessment District 1						X			
Special Revenue Fund	222-Lighting & Landscape Assessment District 2						X			
Special Revenue Fund	223-Lighting & Landscape Assessment District 3						X			
Special Revenue Fund	224-Lighting & Landscape Assessment District 4						X			
Special Revenue Fund	225-Lighting & Landscape Assessment District 5						X			
Special Revenue Fund	226-Lighting & Landscape Assessment District 6						X			
Special Revenue Fund	227-Lighting & Landscape Assessment District 7						X			
Special Revenue Fund	280-Media Center Fund	X								
Special Revenue Fund	404-Post RDA Housing Agency Fund							X		
Special Revenue Fund	510-Streets Fund								X	
Special Revenue Fund	581-Sonoma County Parks Improvement Fund (Measure M)						X			
Special Revenue Fund	583-Park Dedication Fund						X			
Special Revenue Fund	585-Community Services Fund						X			
Special Revenue Fund	901-Fire Facilities Development Impact Fees Fund			X						
Special Revenue Fund	905-Parking Development Impact Fees Fund								X	
Special Revenue Fund	910-Street Development Impact Fees Fund								X	
Special Revenue Fund	920-Water Development Impact Fees Fund								X	X
Special Revenue Fund	930-Wastewater Development Impact Fees Fund								X	X
Special Revenue Fund	931-Drainage Development Impact Fees Fund								X	X
Special Revenue Fund	940-Electric Development Impact Fees Fund								X	X
Special Revenue Fund	985-Park Development Impact Fees Fund						X			
Debt Service Fund*	301-General Debt Service Fund	X	X	X	X	X	X			
Capital Projects Fund*	102-General Capital Replacement Fund	X	X	X	X	X				
Capital Projects Fund	512-Streets Capital Project Fund								X	
Capital Projects Fund	522-Water Capital Project Fund								X	X
Capital Projects Fund	532-Wastewater & Drainage Capital Project Fund								X	X
Capital Projects Fund	542-Electric Capital Project Fund									X
Capital Projects Fund	572-Airport Capital Project Fund								X	
Capital Projects Fund	582-Community Services Capital Projects Fund						X			
Enterprise Fund	520-Water Fund								X	X
Enterprise Fund	530-Wastewater Fund								X	X

Department Fund Relationship (continued)

Fund Type	Fund Description	City Manager	Finance	Fire	Police	Community Development	Community Services	Housing	Public Works	Utilities
Enterprise Fund	531-Drainage Fund								X	X
Enterprise Fund	540-Electric Fund									X
Enterprise Fund	546-Electric Public Benefit Fund									X
Enterprise Fund	547-Electric Cap and Trade Fund									X
Enterprise Fund	570-Airport Fund								X	
Internal Service Fund	601-Insurance & Benefits Fund	X								
Internal Service Fund	602-Vehicle Services Fund	X								
Internal Service Fund	603-Information Services Fund	X								
Internal Service Fund	604-Building Maintenance Fund	X								
Internal Service Fund	622-Vehicle Replacement Fund	X								
Custodial Fund	703-Senior Center Endowment Expendable Trust Fund						X			
Custodial Fund	704-Community Benefit Grant Trust Fund						X			
Custodial Fund	706-Plaza Flowers Veterans Trust Fund						X			
Custodial Fund	750-Cultural Non Expendable Trust Fund						X			
Private Purpose Trust	403-Post RDA Successor Agency Fund		X							
Private Purpose Trust	405-Post RDA Debt Retirement Fund		X							

**Funds Included in Special Revenue Fund Section*

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.

Encumbrances 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 considering 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. 11,030

AREA:

4.464 square miles

CREDIT RATING:

AA

PUBLIC SAFETY:

Number of Police Calls for Service: 18,766

Number of Fire Calls for Service: 2,096

Police Vehicles: 12

Fire Stations: 1

Fire Vehicles: 10

INFRASTRUCTURE AND UTILITIES:

Streets: 45 miles

Water Mains: 63 miles

Water Delivered to Customers: 434 million gallons per year

Wastewater Mains: 54 miles

Wastewater Treated: 257 million gallons per year

Energy Sold: 75,572 MWh

PARKS, RECREATION, & COMMUNITY CENTERS:

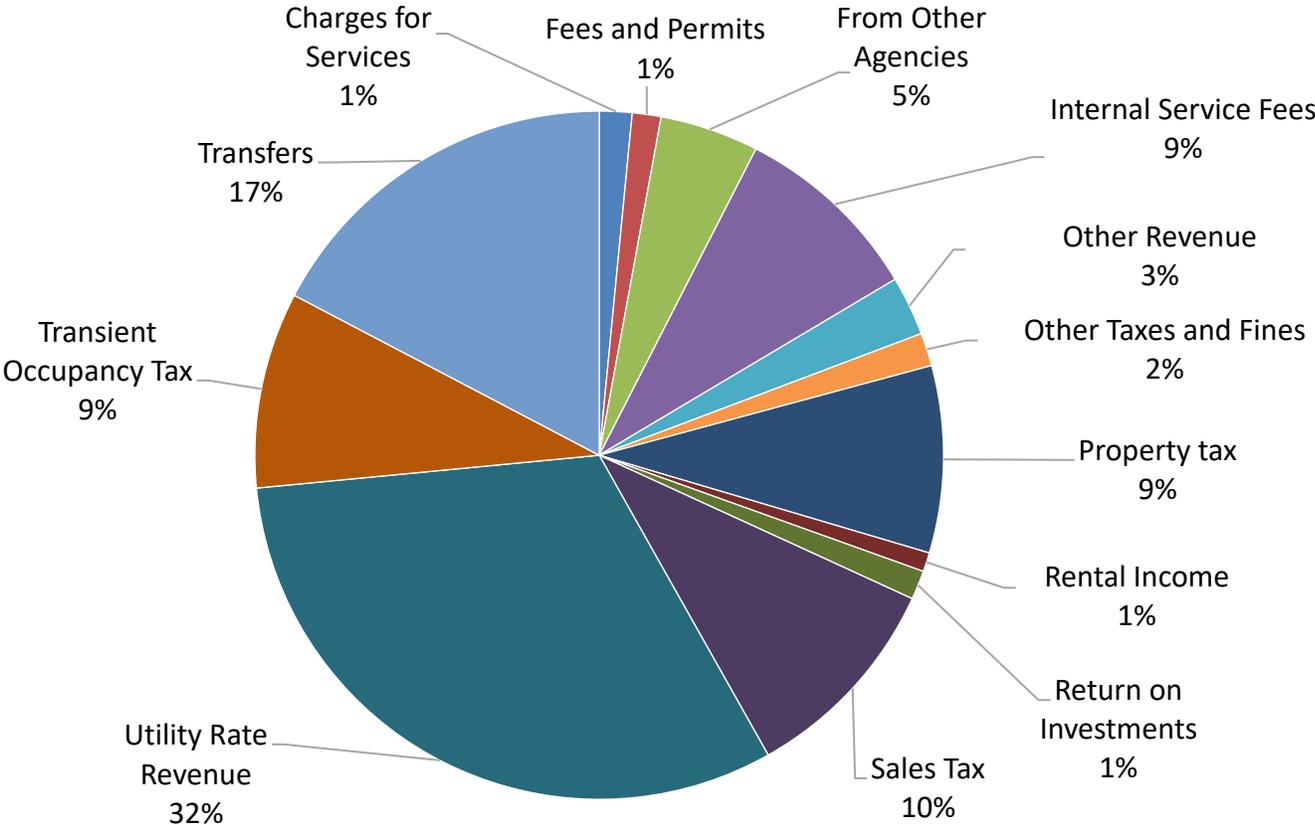
Open Space: 328 acres

Parks: 12

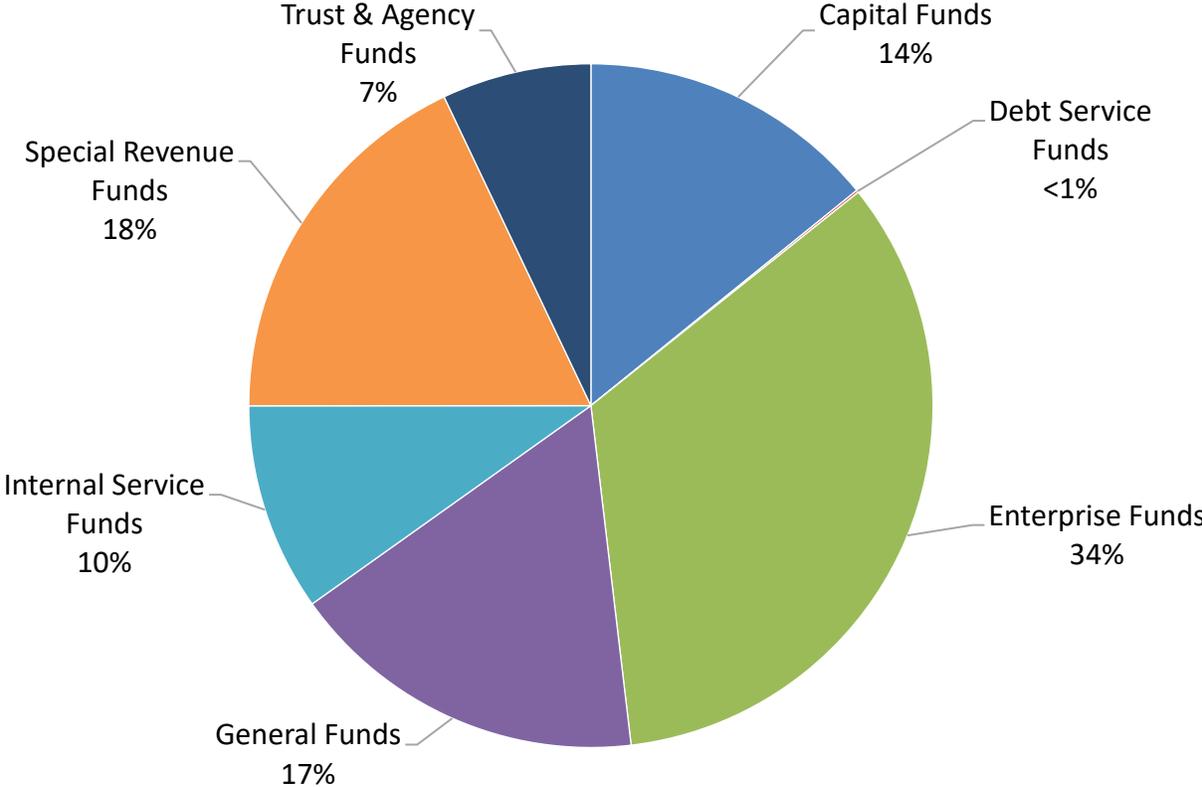
Community and Senior Centers: 2

Dog Parks: 2

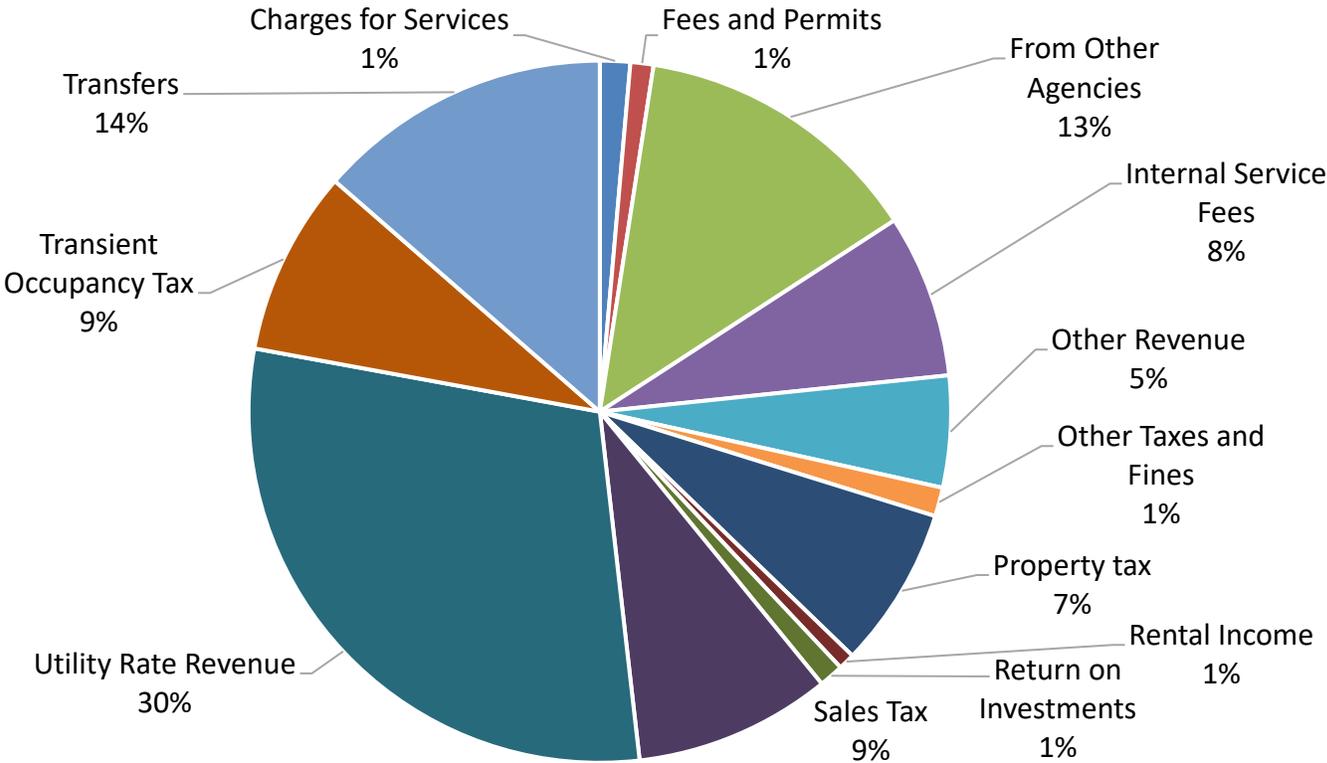
FY 2024-25 City-wide Revenue (\$104.7 Million)



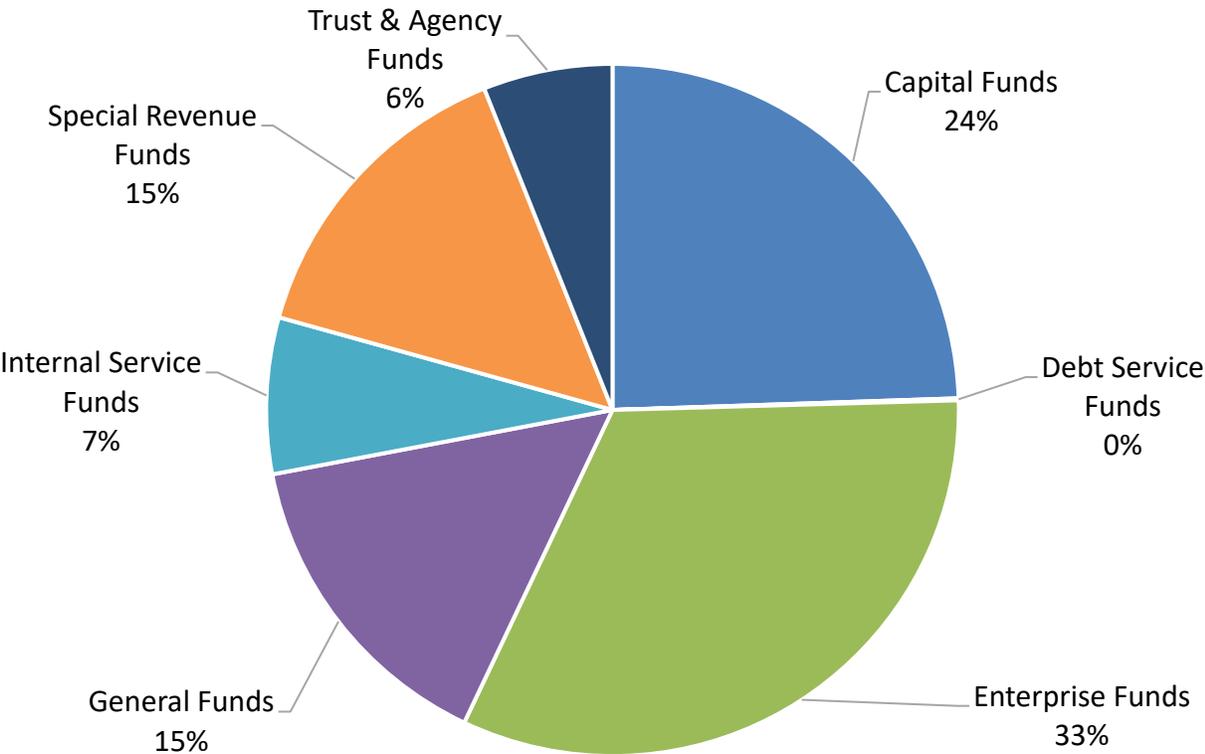
FY 2024-25 City-wide Expense (\$109.4 Million)



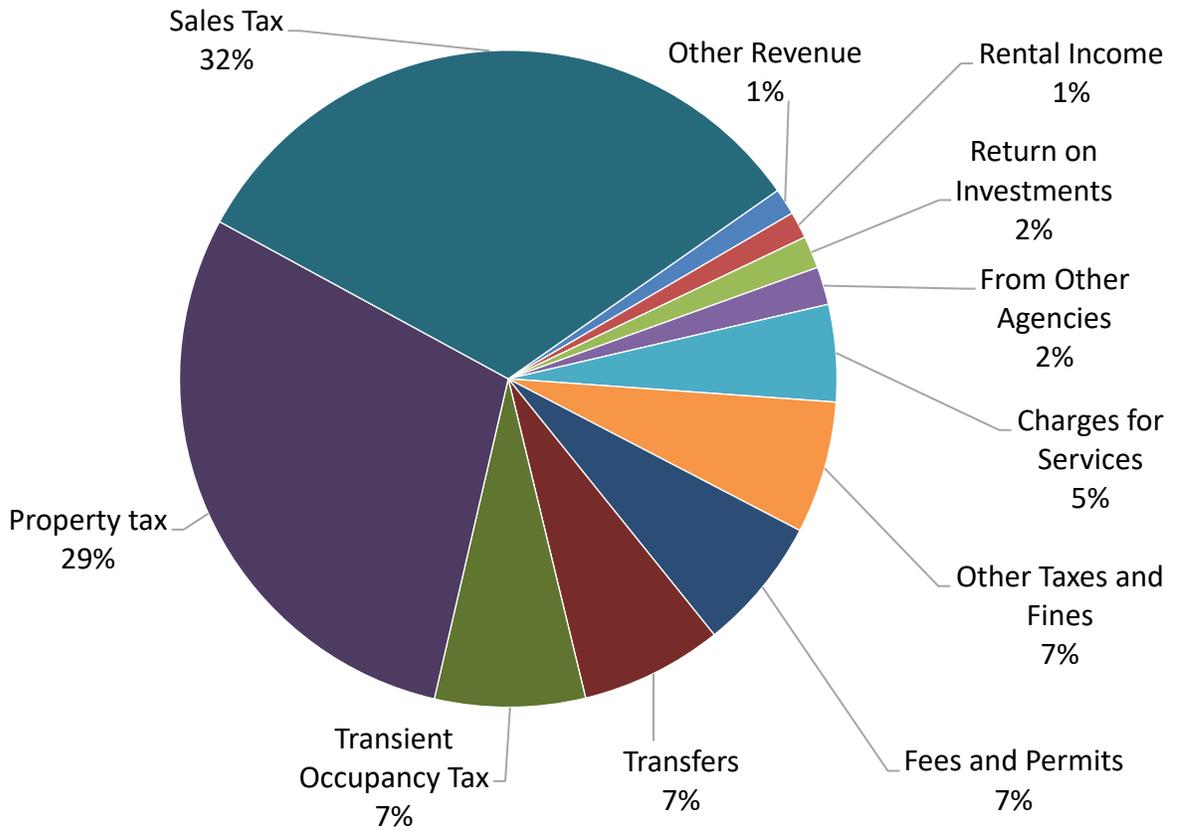
FY 2025-26 City-wide Revenue (\$126.3 Million)



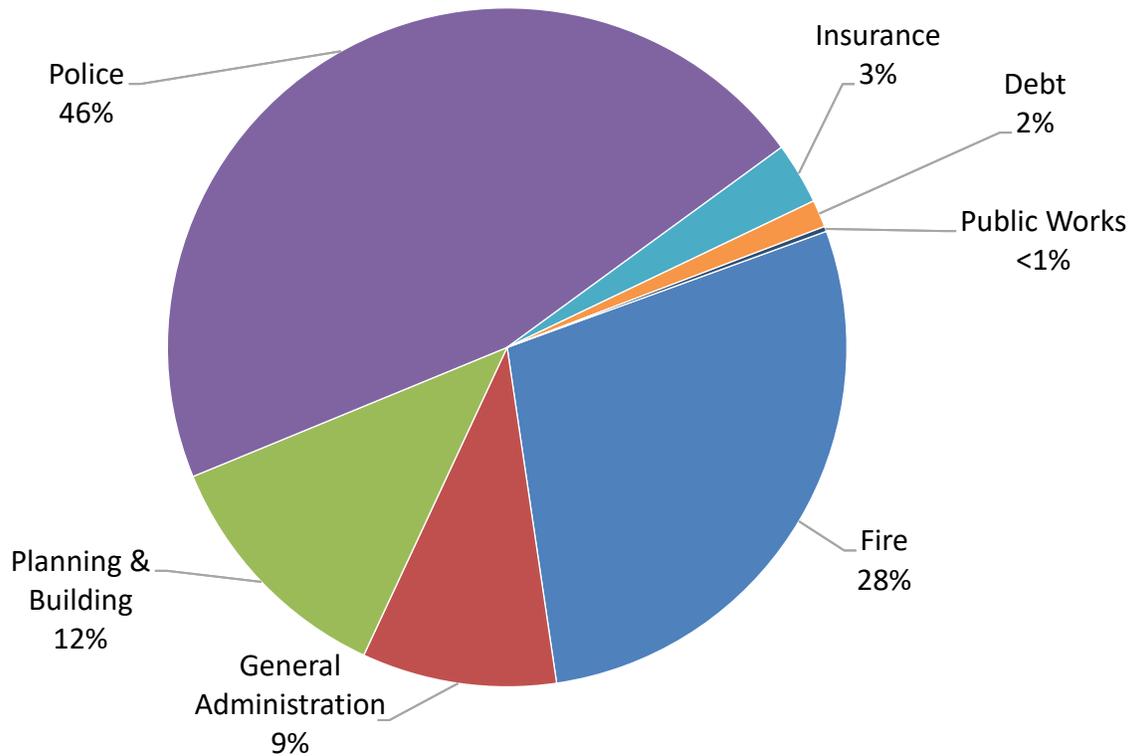
FY 2025-26 City-wide Expense (\$127.7 Million)



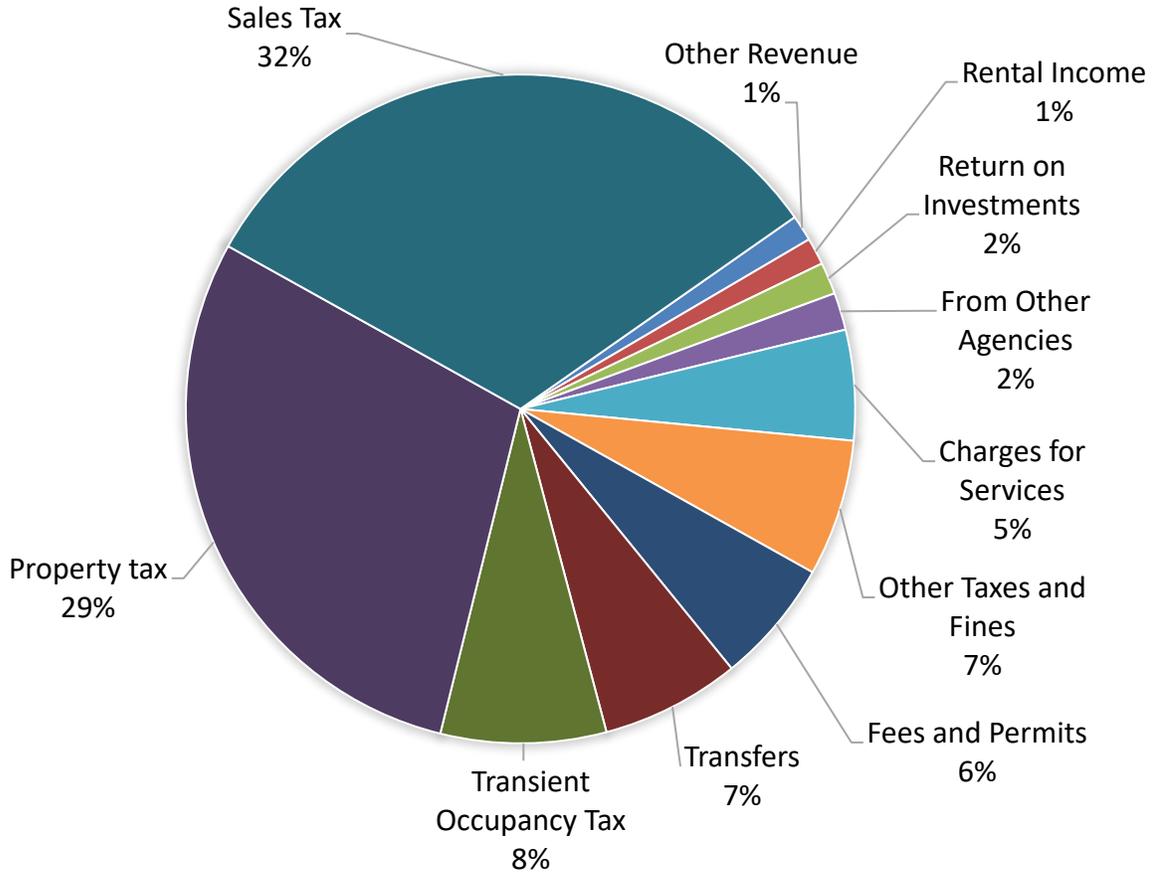
FY 2024-25 General Fund Revenue (\$18.6 Million)



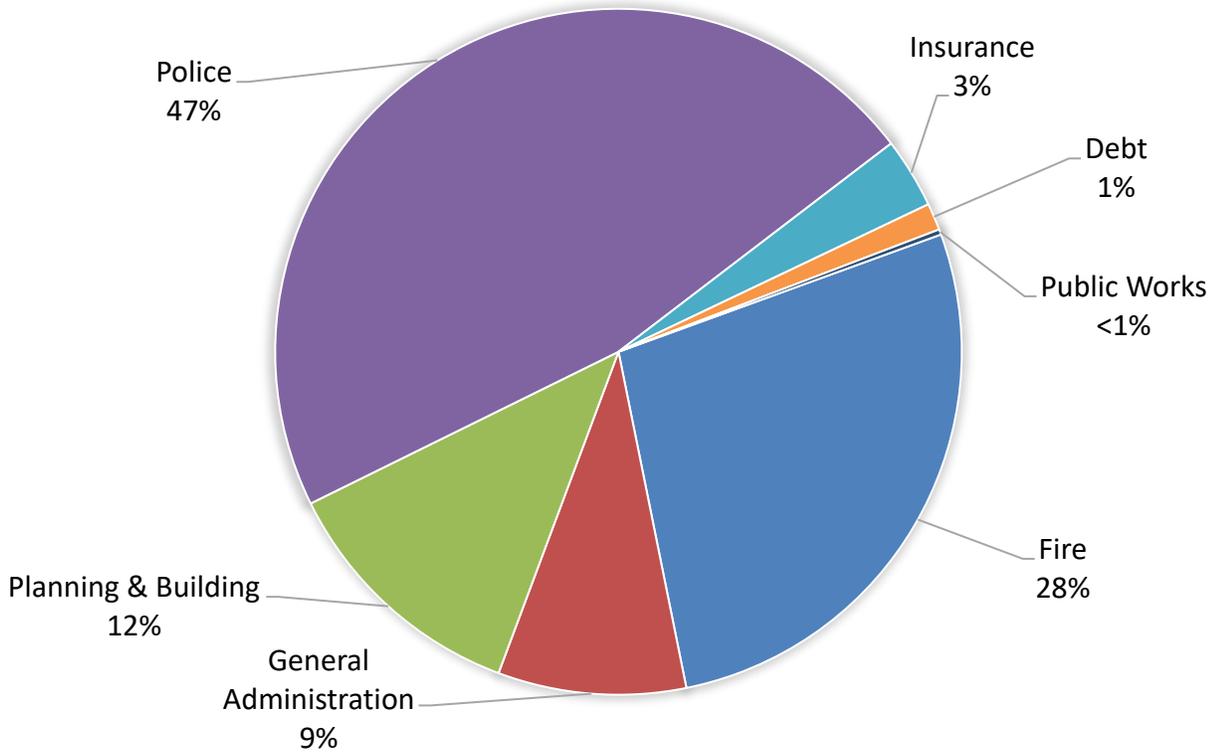
FY 2024-25 General Fund Expense (\$18.6 Million)



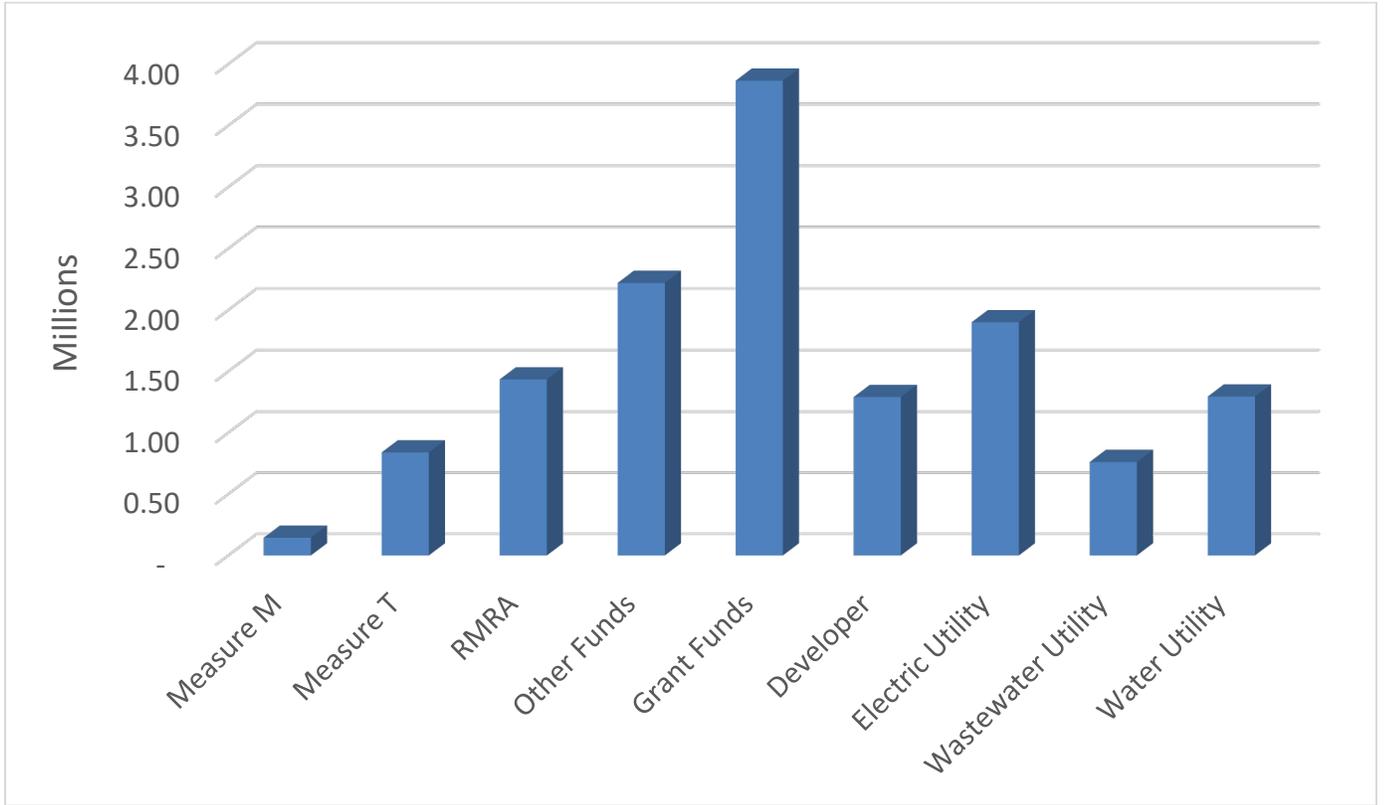
FY 2025-26 General Fund Revenue (\$19.2 Million)



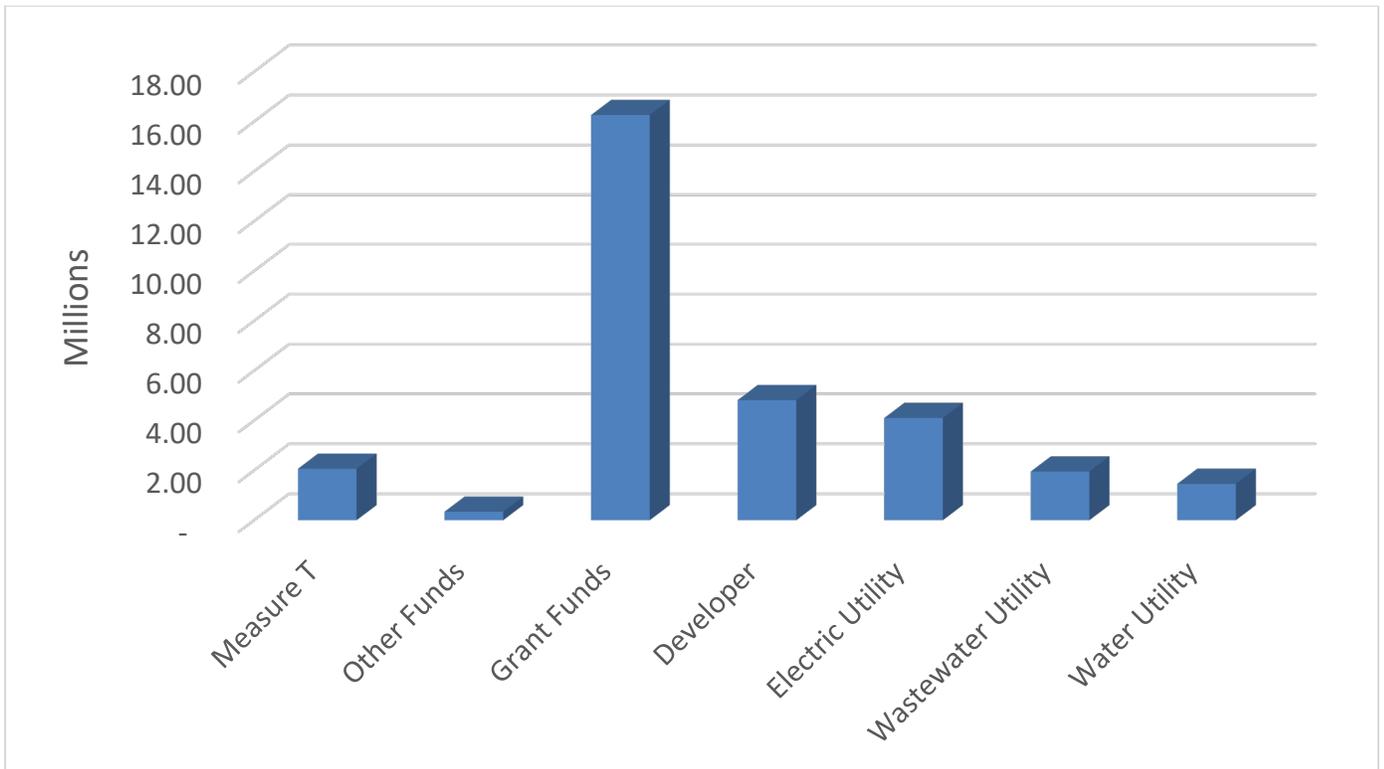
FY 2025-26 General Fund Expense (\$19.1 Million)



FY 2024-25 CIP Funding Sources (\$13.7 Million)

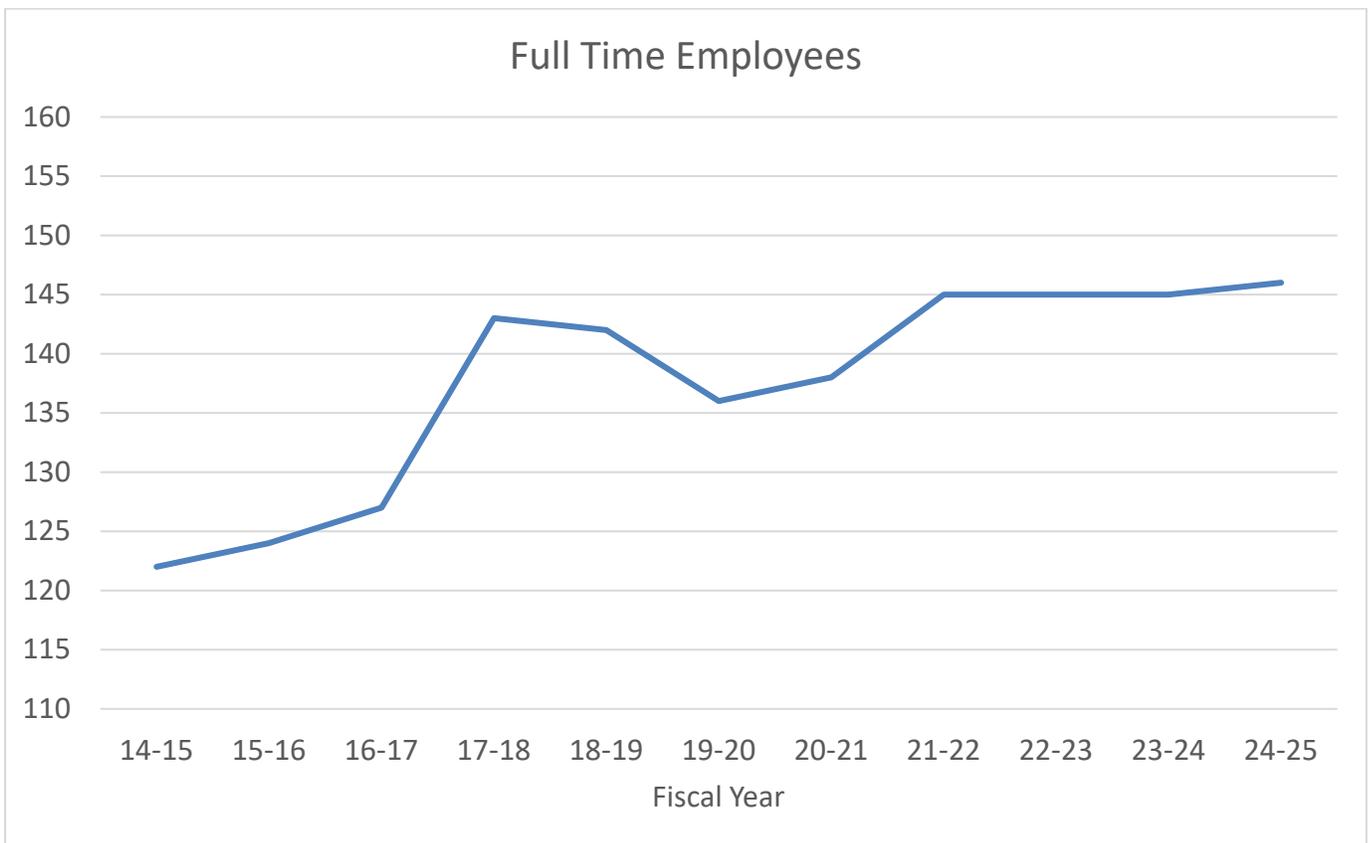


FY 2025-26 CIP Funding Sources (\$30.9 Million)



Authorized Full Time Positions

Department	FY 2023-24	FY 2024-25	Net Change
City Manager's Office	15	15	0
Finance	10	10	0
Housing	2	2	0
Planning & Building	9	9	0
Police	28	28	0
Fire	13	14	1
Community Services	17	17	0
Public Works	21	21	0
Utilities	30	30	0
Total	145	146	1





GENERAL FUND

GENERAL FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 23-24				FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget	Estimated Year End			
Beginning Fund Balance	\$ 11,812,439	\$ 12,257,097	\$ 12,257,097	\$ 10,570,427	\$ 10,579,995	
<u>REVENUES</u>						
Property Tax	\$ 2,950,805	\$ 3,057,400	\$ 3,057,400	\$ 3,210,270	\$ 3,370,784	
Property Transfer Tax	143,964	235,000	130,000	200,000	135,000	
Vehicle Lic Fee Swap SB1096	1,868,973	1,997,206	1,997,206	2,057,122	2,118,836	
Sales Tax	5,850,544	5,809,658	5,761,038	5,837,949	6,000,333	
Business License Taxes	302,636	200,000	265,000	265,000	265,000	
Franchise Taxes	789,088	789,088	852,652	901,762	958,311	
Transient Occupancy Tax	1,400,652	1,400,652	1,361,179	1,379,071	1,537,959	
Intergovernmental Revenue	584,273	-	-	150,000	150,000	
Fees & Charges	172,486	130,000	205,829	311,890	440,335	
Unrestricted Interest	252,967	248,461	146,155	205,111	205,111	
Restricted Interest	104,382	71,474	102,098	91,287	91,287	
Rent Received	2,704	61,934	67,341	245,117	250,916	
Other Revenues	549,094	689,325	564,127	244,267	241,961	
Planning and Building Services	1,555,520	1,255,159	1,375,270	1,236,538	1,167,272	
Police Services	305,190	293,391	347,558	350,115	350,593	
Fire Services	1,062,499	997,185	1,048,161	654,081	661,729	
Transfers in - Measure V	668,820	898,820	898,820	867,589	857,496	
Transfers in - Successor Agency	250,000	250,000	250,000	250,000	250,000	
Transfers in - Electric Fund	137,459	186,437	186,437	186,437	186,437	
Transfers in - Miscellaneous	208	-	-	-	-	
Total Revenues	\$ 18,952,263	\$ 18,571,189	\$ 18,616,270	\$ 18,643,605	\$ 19,239,360	
<u>EXPENDITURES BY DEPARTMENT</u>						
City Council	\$ 158,619	\$ 151,121	\$ 210,111	\$ 252,947	\$ 280,954	
Legal	448,382	367,500	582,806	450,000	450,000	
City Manager's Office	2,267,908	2,334,546	2,261,686	2,462,475	2,393,843	
Finance	2,288,402	2,452,918	2,342,011	2,331,678	2,511,236	
Public Works	-	34,565	-	44,799	47,550	
Planning and Building	2,211,471	2,211,118	2,114,927	2,209,167	2,299,741	
Police	7,536,777	8,053,543	7,936,577	8,611,372	8,977,307	
Fire	4,768,644	4,838,661	4,877,269	5,259,811	5,236,672	
Non-Departmental	(1,172,599)	17,553	(22,447)	(2,988,212)	(3,073,939)	
Total Expenditures	\$ 18,507,605	\$ 20,461,526	\$ 20,302,940	\$ 18,634,037	\$ 19,123,364	
Ending Fund Balance	\$ 12,257,097	\$ 10,366,761	\$ 10,570,427	\$ 10,579,995	\$ 10,695,990	
Change in Fund Balance	\$ 444,658	\$ (1,890,337)	\$ (1,686,670)	\$ 9,568	\$ 115,996	
<u>Components of Ending Fund Balance</u>						
Operating Reserve	\$ 5,326,029	\$ 5,388,802	\$ 5,341,227	\$ 5,590,211	\$ 5,737,009	
Pension Stabilization	4,636,083	4,707,557	4,738,181	4,829,468	4,920,755	
Unrestricted, Unreserved	2,294,984	270,401	491,020	160,316	38,226	
Total	\$ 12,257,097	\$ 10,366,761	\$ 10,570,427	\$ 10,579,995	\$ 10,695,990	

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.

MAJOR DEPARTMENTAL TASKS COMPLETED FOR FY 2022-23 and 2023-24

- ☑ Completed a Climate Mobilization Strategy and identified implementation actions
- ☑ Completed diversity, equity, and inclusion process and developed implementation recommendations
- ☑ Implemented Spanish language translation and interpretation for City Council meeting agendas and meetings
- ☑ Comprehensively updated HR Policies
- ☑ Implemented Cannabis Program

MAJOR DEPARTMENTAL GOALS FOR FY 2024-25 and 2025-26

- ◆ Implement a new agenda management software
- ◆ Implement Climate Mobilization Strategy
- ◆ Implement diversity, equity, and inclusion recommendations
- ◆ Complete community outreach on the Growth Management Ordinance
- ◆ Modernize HR processes

**General Fund
City Council**

	FY 23-24			FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget	Estimated Year End		
<u>EXPENDITURES</u>					
Wages	\$ 8,335	\$ 9,000	\$ 9,000	\$ 34,846	\$ 57,000
Fringe Benefits	106,779	94,261	143,695	158,901	164,754
Meeting, Travel, and Training	13,749	12,000	20,000	20,000	20,000
License, Dues, Certs, Membrshps	10,352	11,000	12,000	12,000	12,000
Telecommunication & Data Services	174	360	154	200	200
Office Supplies	671	1,500	400	1,000	1,000
Government Fees	9,781	10,000	9,761	10,000	10,000
Operational Expense	2,529	5,000	500	1,000	1,000
Contracted Services	6,250	8,000	14,601	15,000	15,000
Total Expenditures	\$ 158,619	\$ 151,121	\$ 210,111	\$ 252,947	\$ 280,954

**General Fund
Legal**

FY 23-24

EXPENDITURES

Legal

	FY 22-23 Actual	FY 23-24 Amended Budget	FY 23-24 Estimated Year End	FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	\$ 448,382	\$ 367,500	\$ 582,806	\$ 450,000	\$ 450,000
Total Expenditures	\$ 448,382	\$ 367,500	\$ 582,806	\$ 450,000	\$ 450,000

**General Fund
City Manager's Office**

FY 23-24

	FY 23-24			FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget	Estimated Year End		
<u>EXPENDITURES</u>					
Wages	\$ 1,120,249	\$ 1,152,734	\$ 1,120,172	\$ 1,174,580	\$ 1,220,038
Fringe Benefits	269,217	352,776	321,012	380,869	399,893
Other Employee Expenses	91,868	65,200	32,793	60,000	60,000
Meeting, Travel, and Training	14,385	16,500	43,135	19,500	19,500
License, Dues, Certs, Membrshps	4,198	5,000	2,694	5,200	5,200
Telecommunication & Data Services	6,940	7,600	6,874	7,650	7,650
Utility Services	5,469	7,050	6,296	8,815	14,280
Office Supplies	2,709	11,500	2,700	11,500	11,500
Printing	1,275	2,500	-	-	-
Noticing	21,341	10,000	20,000	25,000	25,000
Government Fees	19,260	20,000	20,958	22,000	22,000
Operational Expense	39,311	14,000	14,000	13,000	13,000
Contracted Services	320,983	384,191	385,346	311,852	243,352
Election Expense	61,277	-	-	75,000	-
Support of Local Organizations	122	-	210	-	-
Information Services Service Fee	223,881	232,936	232,936	243,863	245,184
Building Maintenance Service Fee	65,424	52,560	52,560	103,646	107,246
Total Expenditures	\$ 2,267,908	\$ 2,334,546	\$ 2,261,686	\$ 2,462,475	\$ 2,393,843

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 6,711 resident and business utility customer accounts. The division bills customers monthly, collects payments and provides customer service.

MAJOR DEPARTMENTAL TASKS COMPLETED FY 2022-23 and 2023-24

- ☑ Implemented a self-service online Business License portal to automate the application and renewal process.
- ☑ Facilitated utility rate studies for Electric, Water, and Wastewater and presented proposed rate adjustments to the City Council for adoption
- ☑ Onboarded a new Audit Firm and Investment Management Firm

MAJOR DEPARTMENTAL GOALS FOR FY 2024-25 and 2025-26

- ◆ Complete an audit on lodging facilities transmitting Transient Occupancy Tax
- ◆ Update the Finance Department website to increase approachability
- ◆ Review and update the discretionary user fees

**General Fund
Finance Department**

FY 23-24

	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget		
<u>EXPENDITURES</u>				
Wages	\$ 913,925	\$ 1,109,454	\$ 1,061,757	\$ 1,140,825
Overtime	936	1,100	100	\$ 1,000
Fringe Benefits	581,112	675,796	619,731	762,094
Meeting, Travel, and Training	4,128	5,000	5,000	15,000
License, Dues, Certs, Membrshps	1,185	2,000	2,000	2,000
Telecommunication & Data Services	3,214	3,100	3,200	3,500
Utility Services	11,736	-	13,434	17,754
Office Supplies	17,614	20,000	21,549	21,000
Noticing	500	500	-	500
Operational Expense	10,845	1,500	5,079	6,000
Contracted Services	278,774	143,282	130,523	194,150
Bank Fees	53,795	79,545	67,998	72,842
Over/Short	8	-	-	-
Information Services Service Fee	320,852	330,860	330,860	233,932
Building Maintenance Service Fee	87,681	78,614	78,614	40,639
Vehicle Service Fee	2,097	2,167	2,167	-
Total Expenditures	\$ 2,288,402	\$ 2,452,918	\$ 2,342,011	\$ 2,511,236

COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development 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.

COMMUNITY DEVELOPMENT 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 owners, and business owners to facilitate compliance with code requirements.

MAJOR DEPARTMENT TASKS COMPLETED FY 2022-23 and 2023-24

- ☑ 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 reporting on General Plan Implementation.
- ☑ Continued to implement and monitor Growth Management Ordinance and annual reporting.
- ☑ 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.
- ☑ Completed Housing Element Update.
- ☑ Implemented electronic plan submittal, plan review, and permit issuance.
- ☑ Completed the Downtown Housing Capacity Study.
- ☑ Initiated the South Entry Area Specific Plan process – property owner outreach and preparation of Draft Request for Proposals.
- ☑ Implemented SolarApp+ to provide automated plan review, permit approval, and tracking for photovoltaic installations.

MAJOR DEPARTMENTAL GOALS FOR FY 2024-25 and 2025-26

- ◆ 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 coordination of regional issues.
- ◆ Secure funding and commence South Entry Area Specific Plan.
- ◆ Prepare an updated Tree Protection Ordinance.
- ◆ Adoption of 2025 Building Codes, to be effective January 1, 2026.
- ◆ Pursue funding to support next steps based on findings of Downtown Housing Capacity Study.

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.

COMMUNITY DEVELOPMENT DEPARTMENT

STATISTICS

Process	2018	2019	2020	2021	2022	2023
Appeal	0	2	0	0	2	0
Building Envelope Modification	0	1	0	1	2	0
Certificate of Compliance	*	*	*	*	0	1
Conditional Use Permit	7	9	3	8	6	5
Design Review	17	24	14	13	23	21
Development Agreement	0	1	2	0	0	0
General Plan Amendment	*	*	*	*	1	3
Heritage Tree	2	1	1	3	5	0
Lot Line Adjustment	5	3	3	8	10	3
Land Use Code Amendment	5	3	1	0	0	0
Miscellaneous	5	1	4	0	0	1
Planning Commission Workshop	7	6	1	2	4	2
Rezone	*	*	*	*	1	5
Sign Permit	19	19	5	16	20	30
Tentative Map	3	4	1	0	5	5
Variance	5	2	3	1	1	1
Zoning Confirmation	*	*	*	*	1	0
Total	68	70	37	51	81	77

*Statistics prior to 2022 not included

Building Activity

Year	Total # Permits	Valuation	Inspections
2018	644	\$ 55,478,935	3,353
2019	724	\$ 30,772,821	2,502
2020	630	\$ 37,103,992	2,895
2021	715	\$ 237,124,750	2,991
2022	680	\$ 102,234,524	3,221
2023	739	\$ 78,257,413	3,306

Housing Units

Year	ADU	Multi Family	Single Family	Total
2018	12	0	37	49
2019	17	0	14	31
2020	16	0	19	35
2021	12	316 ¹	21	349
2022	14	71 ²	7	92
2023	13	0	4	17

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

² 22 transitional housing units at L&M Village

**General Fund
Community Development Department**

	FY 23-24			FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget	Estimated Year End		
REVENUES					
Development Fees	\$ 84,778	\$ -	\$ 82,352	\$ 67,850	\$ 67,850
Planning & Zoning Fees and Permits	95,859	181,236	93,000	99,635	101,816
Building Permit Plan Review Fee	415,853	247,500	395,000	361,295	337,590
Building Permit Fee Base Rate	707,688	562,500	625,000	560,495	520,990
Mechanical Permit	43,645	40,000	55,000	46,475	40,450
Electrical Permit	61,292	44,000	53,000	49,747	48,494
Plumbing Permit	47,855	40,000	42,000	41,041	40,082
Investigative/Penalty Fee	13,014	-	9,918	-	-
Misc Charges for Services Revenue	85,537	139,923	20,000	10,000	10,000
Total Revenues	\$ 1,555,520	\$ 1,255,159	\$ 1,375,270	\$ 1,236,538	\$ 1,167,272
EXPENDITURES					
Wages	\$ 1,072,706	\$ 1,135,433	\$ 1,132,332	\$ 1,158,969	\$ 1,211,943
Overtime	2,463	4,600	500	1,500	1,500
Fringe Benefits	451,891	506,349	473,160	496,335	527,293
Personal Protective Equipment	184	200	133	500	500
Part Time Wages	59,129	55,000	-	-	-
Meeting, Travel, and Training	6,690	9,550	3,500	8,500	10,000
License, Dues, Certs, Membrshps	545	1,870	710	1,950	1,950
Telecommunication & Data Services	8,724	5,000	6,363	7,500	7,500
Utility Services	8,738	8,500	10,119	11,334	13,374
Office Supplies	9,467	11,725	7,500	8,000	11,000
Printing	-	1,500	-	1,500	1,500
Noticing	7,528	7,000	5,134	7,000	7,000
Operational Expense	1,665	1,300	1,350	1,500	1,500
Contracted Services	347,854	231,379	242,414	202,500	202,500
Information Services Service Fee	179,058	185,350	185,350	242,315	238,419
Building Maintenance Service Fee	47,028	31,256	31,256	37,709	40,636
Vehicle Service Fee	6,208	6,416	6,416	9,078	10,149
Vehicle Replacement Fee	8,690	8,690	8,690	12,977	12,977
Workers Comp Reimbursement	(7,099)	-	-	-	-
Total Expenditures	\$ 2,211,471	\$ 2,211,118	\$ 2,114,927	\$ 2,209,167	\$ 2,299,741

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 upper Russian River valley.

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 inspections of new construction and fire protection systems, conducting Fire Safety Education programs, and inspection of target hazards. The Prevention division is currently working on vegetation management and fuels reduction program utilizing the CAL-VTP program. Additionally, Healdsburg Fire Department is the CUPA program administrator, working to ensure environmental compliance is achieved for both above and underground storage tanks, and that hazardous waste is properly mitigated.

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

FIRE

to assist in developing Citizens Organized to Prepare for Emergencies (COPE) and other community preparedness programs.

MAJOR DEPARTMENTAL TASKS COMPLETED FISCAL YEAR 2022-23 and 2023-24

- ☑ Recruited and hired a new Division Chief/Fire Marshall and Fire Inspector
- ☑ Completed Community Wildfire Prevention Plan
- ☑ Updated the City of Healdsburg's Local Hazard Mitigation Plan
- ☑ Hosted interns from Healdsburg High School and the MET Academy
- ☑ Conducted thousands of hours of reserve and full-time staff training
- ☑ Implemented new technologies: Tablet Command, First Arriving and HAAS
- ☑ Submitted FEMA Assistance to Firefighters Grant for SCBA Replacement
- ☑ Hosted 2 blood drives at the Fire Station for Vitalant
- ☑ Continued to use the Coastal Conservancy Grant for fire fuels mitigation work
- ☑ Completed prescribed burn at the Fitch Mountain Villas
- ☑ Worked with Cal-Fire on fuels reduction on Fitch Mountain and the Open Space
- ☑ Enhanced bi-lingual outreach
- ☑ Conducted CPR training and AED Training for COH employees
- ☑ Secured the donation of the 1919 Model TT chemical engine back to the City

MAJOR DEPARTMENTAL GOALS FOR FISCAL YEAR 2024-25 and 2025-26

- ◆ Complete construction of Fire Substation
- ◆ Hire an additional Fire Inspector (Measure H)
- ◆ Complete Standards of Cover Study (Measure H)
- ◆ Complete Fire Department Facilities Study
- ◆ Order new Type 1 Engine
- ◆ Replace roof on fire station
- ◆ Replace aging rescue equipment
- ◆ Assist the Russian Riverkeeper with a large Arrundo removal project along the Russian River
- ◆ 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
- ◆ Develop a written succession plan
- ◆ Explore grant writing options to secure additional funding
- ◆ Increase overall training hours for fire suppression personnel with an emphasis on personnel safety and operational readiness

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 Acting Fire Engineers and all Engineers trained to fill in as Acting Captains. In addition, Captains will continue to work on Chief Officer certification. With the passage of Sonoma County Measure H, the Fire Department will begin the process, using data from the Standards of Cover study, to begin planning for implementation of use of revenue. The Department will continue to explore shared services opportunities with Northern Sonoma County Fire Protection District and Sonoma County Fire District.

FIRE

The Fire Department will also explore and implement new technologies to assist in efficient delivery of services. 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. This will include the use of grazing animals, mechanical mastication, fuels crews, pile burning and broadcast burning. Staff will also assist the Russian Riverkeeper in a large Arrundo removal project along the Russian River using an additional Coastal Conservancy grant.

STATISTICS

	2019-20	2020-21	2021-22	2022-23
Stations	1	1	1	1
Employees (full-time)	13	13	13	13
Employees (reserves)	22	18	15	18
Mutual Aid - Neighboring Agencies	149	112	92	137
Mutual aid to State of California ¹	5	2	2	2
Sotoyome and Fitch Mountain services calls	321	227	258	265
Overlapping incidents	137	349	151	230
Fire inspections	315	873	254	253
Fire code and hazardous materials inspections	31 CUPA 159 Fire Code	344 CUPA 529 Fire Code	144 CUPA 345 Fire Code	1,325 Total CUPA/Fire Code
Public education hours	Over 250	Over 250	Over 250	Over 250
CPR classes taught	12	12	12	12

¹ For major wildland fires with Healdsburg resources

Fire Incidents

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Structure/Vehicle Fires	36	25	32	33
Vegetation/Debris fires	29	52	48	33
Medical Aid & Rescue	810	926	1,112	1,132
Hazardous Materials/ Conditions	73	170	109	109
Public assists/Service Calls	157	43	220	212
Good intent calls	7	408	103	88
Illegal burns	12	2	0	0
Fire alarms	142	133	157	186
Other/Misc. Calls	331	72	290	319
Total Fire Incidents	1,719	1,655	1,597	1,831

**General Fund
Fire Department**

FY 23-24

	FY 22-23 Actual	Amended Budget	Estimated Year End	FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
<u>REVENUES</u>					
Sales Tax- PSAF(1/2 cent sales tax)	\$ 97,769	\$ 96,391	\$ 94,676	\$ 95,615	\$ 96,093
St Grants	287,027	377,586	377,586	-	-
Fire Prevention & Inspection	111,766	100,000	110,000	115,000	117,300
CUPA Certified Unified Program Agencies	227,349	236,782	238,693	243,467	248,336
CSA-40 Fire Prot. Services	183,870	185,426	200,000	200,000	200,000
Strike Team Reimbursed	153,649	-	27,206	-	-
Misc Fire Service Charge	1,068	1,000	-	-	-
Total Revenues	\$ 1,062,499	\$ 997,185	\$ 1,048,161	\$ 654,081	\$ 661,729
<u>EXPENDITURES</u>					
Wages	\$ 1,809,290	\$ 1,817,152	\$ 1,730,626	\$ 1,815,458	\$ 1,878,541
Overtime	324,736	160,500	229,035	160,250	160,250
Fringe Benefits	1,384,557	1,426,146	1,471,185	1,806,058	1,941,809
Personal Protective Equipment	41,917	38,000	35,000	38,000	38,000
Other Employee Expenses	6,318	9,000	-	-	-
Reserves	71,400	111,000	130,906	111,000	111,000
Rentals and Leases	112	800	-	800	800
Meeting, Travel, and Training	23,161	25,000	18,000	25,000	25,000
License, Dues, Certs, Membrshps	12,323	7,000	15,000	15,000	15,000
Telecommunication & Data Services	11,229	14,000	11,633	14,000	14,000
Utility Services	22,569	19,000	22,611	25,325	29,884
Office Supplies	2,995	5,500	5,500	5,500	6,000
Operational Expense	75,362	55,500	70,000	100,500	70,500
Contracted Services	372,241	481,521	485,958	73,000	7,500
Repairs and Maintenance	9,541	4,500	3,500	-	-
Information Services Service Fee	222,581	236,569	236,569	243,462	239,878
Building Maintenance Service Fee	44,545	51,230	51,230	196,285	102,440
Vehicle Service Fee	291,487	301,243	301,243	297,533	263,430
Vehicle Replacement Fee	75,000	75,000	75,000	332,640	332,640
Workers Comp Reimbursement	(32,406)	-	(15,726)	-	-
Staff Time Reimbursement	(314)	-	-	-	-
Total Expenditures	\$ 4,768,644	\$ 4,838,661	\$ 4,877,269	\$ 5,259,811	\$ 5,236,672

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, 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

Emergency Management

This division is responsible for the overall City emergency management program and coordinates the City's emergency and disaster related efforts including preparedness, response, recovery, and mitigation. Additional duties include developing and administering plan modification, public outreach, and staff training. This division is vital in ensuring that the City's Emergency Operations Center (EOC) is in a constant state of readiness.

MAJOR DEPARTMENTAL TASKS COMPLETED FY 2022-23 & FY 2023-24

- ☑ Hired an Emergency Response Coordinator
- ☑ Implemented EOC upgrades and enhancements
- ☑ Completed the Local Hazard Mitigation Plan
- ☑ Implemented an Automated License Plate Reader camera system
- ☑ Added in-car video systems to all patrol vehicles
- ☑ Implemented a satisfaction survey tool
- ☑ Hired 7 Police Officers and 3 Police Dispatchers
- ☑ Implementation of High-Tech Crime Investigation tools for cell phone forensics and video/photo analysis

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

- ◆ Implement staff wellness and resiliency initiatives
- ◆ 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 and public safety, including the exploration and possible implementation of public safety camera system
- ◆ 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>2021-22</u>	<u>2022-23</u>	<u>2023-24¹</u>
Employees (full time)				
Sworn	17	18	18	18
Civilian	8	10	10	10
Employees (part time)	3	3	3	3
Total Calls for Service	13,745	13,736	18,766	17,618
Total Arrests	482	428	622	654
Traffic Collisions	99	97	123	91
Response Time (Priority 1 calls)	3:33	3:53	3:24	3:08

¹ Data through 5/9/2024

**General Fund
Police Department**

	FY 23-24			FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget	Estimated Year End		
REVENUES					
Sales Tax- PSAF(1/2 cent sales tax)	\$ 97,769	\$ 96,391	\$ 94,676	\$ 95,615	\$ 96,093
St Grants-SLESA COPS	146,233	122,000	147,926	150,000	150,000
St Grant-POST	6,371	5,000	6,464	7,500	7,500
St Grant-SB90 Mandated Costs	5,886	-	39,335	40,000	40,000
Misc Police Service Charge	17,088	10,000	17,900	10,000	10,000
Parking Citations & Bail	9,805	35,000	29,685	35,000	35,000
Vehicle Fines & Penalties	22,037	25,000	11,573	12,000	12,000
Total Revenues	\$ 305,190	\$ 293,391	\$ 347,558	\$ 350,115	\$ 350,593
EXPENDITURES					
Wages	\$ 3,185,370	\$ 3,573,501	\$ 3,368,547	\$ 3,418,971	\$ 3,577,690
Overtime	447,381	416,262	448,500	426,253	439,040
Fringe Benefits	2,122,727	2,161,159	2,354,781	2,513,304	2,678,317
Personal Protective Equipment	45,208	47,800	56,200	69,200	69,200
Part Time Wages	83,761	120,000	115,000	125,000	125,000
Rentals and Leases	219	1,000	750	500	500
Meeting, Travel, and Training	59,231	48,000	48,000	75,000	75,000
License, Dues, Certs, Membrshps	2,214	2,200	2,200	2,500	2,500
Telecommunication & Data Services	26,709	22,120	23,500	24,000	24,000
Utility Services	41,735	45,102	45,300	50,736	59,869
Office Supplies	7,163	7,500	7,500	10,000	10,000
Printing	618	2,000	2,000	2,000	2,000
Government Fees	778	-	704	800	800
Operational Expense	213,764	73,240	60,500	85,000	90,000
Contracted Services	461,756	506,614	505,900	598,120	586,870
Information Services Service Fee	583,091	610,908	610,908	682,860	703,475
Building Maintenance Service Fee	112,492	133,057	133,057	168,797	141,625
Vehicle Service Fee	200,385	207,091	207,091	175,288	207,399
Vehicle Replacement Fee	75,000	75,000	75,000	176,110	176,110
Insurance	978	989	6,590	6,933	7,912
Workers Comp Reimbursement	(133,802)	-	(135,451)	-	-
Total Expenditures	\$ 7,536,777	\$ 8,053,543	\$ 7,936,577	\$ 8,611,372	\$ 8,977,307

**General Fund
Public Works**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
<u>EXPENDITURES</u>					
Wages	\$ -	\$ 130,841	\$ -	\$ 133,972	\$ 144,891
Fringe Benefits	-	41,362	-	56,348	59,881
Staff Time Reimbursement	-	(137,638)	-	(145,521)	(157,222)
Total Expenditures	\$ -	\$ 34,565	\$ -	\$ 44,799	\$ 47,550

**General Fund
Non-departmental**

	FY 23-24			FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget	Estimated Year End		
EXPENDITURES					
Transfers out - General Capital Replacement Fund	\$ 193,157	\$ 1,301,731	\$ 1,261,731	\$ 242,943	\$ 242,943
Transfers out - General Debt Service Fund	378,672	-	-	-	-
Transfers out - Vehicle Services Fund	348,333	348,333	348,333	-	-
Transfers out - Steets Capital Project Fund	220,522	637,478	637,478	-	-
Transfers out - Streets Fund	487,459	186,437	186,437	186,437	186,437
Loan Disbursement	-	425,000	425,000	-	-
Insurance	577,865	632,325	632,325	539,965	625,965
Overhead Allocation	(3,378,606)	(3,513,751)	(3,513,751)	(3,957,557)	(4,129,284)
Total Expenditures	\$ (1,172,599)	\$ 17,553.00	\$ (22,447)	\$ (2,988,212)	\$ (3,073,939)



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 and signage, 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 weekly by Recology through the City's garbage collection franchise agreement.

Major maintenance of street pavements is done as funding allows. All City streets are inspected biennially, and the pavement is scored from 0-100 and an average Pavement Condition Index (PCI) is provided for our overall system. Limited funding has not allowed pavement surface treatment projects to proceed, but funding is planned for larger rehabilitation projects within our 5-year plan. 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 regularly through the capital improvement program.

PUBLIC WORKS

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) 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 2022-23 and FY 2023-24

- Completed the Community Development Block Grant Curb Ramp Improvements Project
- Completed the FY21/22 Annual Concrete Maintenance Project
- Completed the Healdsburg Municipal Airport Taxiway Reconfiguration Phase 1 Project
- Completed the Healdsburg Municipal Airport Pavement Maintenance Management Plan
- Provided project management for design and public bidding of the Fire Substation
- Completed design of the Brown Street Sewer and Water Replacement Project
- Completed the Front Street Sidewalk Gap Closure Project
- Completed resurfacing and restriping of the City's 434 Healdsburg Avenue parking lot
- Completed the Parkview Storm Drain Repair Project
- Completed the Vista Via Storm Drain Repair Project
- Completed the 2023 Citywide Pavement Evaluation and received a Pavement Condition Index (PCI) of 72
- Secured grant funding through the Highway Safety Improvement Program to construct a lighted crosswalk on Powell Avenue at Johnson Street
- Accepted subdivision improvements for the Chiquita Grove Subdivision, Northwest Public Trail Improvements at Saggio Hills, Oaks at Foss Creek Subdivision, Old Rossi Place Phase II Subdivision, Parkland Farms Boulevard Extension, and the RiverHouse Phase I and Phase II Subdivisions
- Accepted public improvements for the at grade rail crossing at the North Village development project
- Completed publicly involved process through City Council to determine the location of the upcoming SMART train station location, ultimately reaffirming the location of the station to be at the existing depot site on Harmon Street.

PUBLIC WORKS

MAJOR DEPARTMENTAL GOALS FOR FY 2024-25 and FY 2025-26

- ◆ Continue pavement maintenance as funding allows
- ◆ Continue to make ADA compliant pedestrian improvements
- ◆ Complete the design and construction of the Grove Street Neighborhood Plan Implementation Project.
- ◆ Complete the design and construction of the March Avenue Reconstruction including Pedestrian Crossing Upgrades at Lupine Road Project
- ◆ Complete design and begin construction of the Healdsburg Avenue Complete Streets Project
- ◆ Complete construction of the Fire Substation
- ◆ Complete construction of the Brown Street Sewer and Water Replacement Project
- ◆ Complete design and construction of various pavement repair project at the Healdsburg Municipal Airport
- ◆ Continue implementation of the MS4 permit requirements including expected new MS4 permit requirements in 2025
- ◆ Complete the update of the Public Works Standard Specifications and Engineering Design Standards
- ◆ Continue the Electric Bike Share Pilot Program
- ◆ Complete the migration to using EnerGov for encroachment permit applications.
- ◆ Complete design of the lighted crosswalk improvements at the intersection of Powell Avenue and Johnson Street.
- ◆ Complete Update the of the City's Active Transportation Plan (formerly known as the Bicycle and Pedestrian Plan) in coordination with the Sonoma County Transportation Authority

STREETS FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 23-24			FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ (974,424)	\$ (1,055,949)	\$ (1,055,949)	\$ (555,926)	\$ (252,388)
REVENUES					
Engineering & Inspection Fees	\$ 161,158	\$ 150,000	\$ 175,000	\$ 170,000	\$ 165,000
Sales Tax-Measure M	141,510	145,006	136,669	134,672	136,019
Other Revenues	90,547	100,000	65,000	55,000	55,000
Development Fees	27,086	-	23,000	21,000	21,000
Restricted Interest	3,988	-	3,900	3,487	3,487
Unrestricted Interest	3,071	2,557	-	-	-
Fees & Charges	(221)	-	4,245	-	-
Transfers in - Measure T	-	903,788	903,788	975,000	985,000
Transfers in - Gas Tax	350,000	500,000	412,950	300,000	300,000
Transfers in - General Fund	487,459	186,437	186,437	186,437	186,437
Transfers in - Misc	8,661	-	-	-	-
Total Revenues	\$ 1,273,260	\$ 1,987,788	\$ 1,910,989	\$ 1,845,596	\$ 1,851,943
EXPENDITURES					
Wages	\$ 317,969	\$ 453,942	\$ 331,206	\$ 445,001	\$ 461,005
Overtime	15,675	14,700	16,895	16,700	16,700
Fringe Benefits	233,778	190,422	251,470	221,221	234,291
Personal Protective Equipment	2,938	2,800	2,800	2,500	2,500
Other Employee Expenses	-	-	-	-	-
Rentals and Leases	-	6,800	-	-	-
Meeting, Travel, and Training	1,667	4,400	1,700	4,200	4,200
License, Dues, Certs, Membrshps	696	500	300	700	700
Telecommunication & Data Services	5,285	5,000	5,400	5,500	5,500
Utility Services	28,416	27,000	145,040	208,045	213,093
Office Supplies	749	1,400	750	1,000	1,000
Printing	-	-	-	-	-
Noticing	-	2,200	-	500	500
Government Fees	11,347	9,600	11,707	12,000	12,000
Operational Expense	(7,296)	30,230	10,072	10,200	10,200
Contracted Services	67,852	120,000	100,000	120,000	120,000
Repairs and Maintenance	246,788	115,000	117,000	137,000	137,000
Overhead Allocation	191,564	199,227	199,227	139,945	144,143
Information Services Service Fee	120,415	123,556	123,556	83,145	81,589
Building Maintenance Service Fee	32,229	39,843	39,843	37,704	39,725
Vehicle Service Fee	76,199	78,750	78,750	73,445	84,375
Vehicle Replacement Fee	-	-	-	50,000	50,000
Insurance	28,294	31,089	31,089	49,064	57,686
Over/Short	(1,183)	-	-	-	-
Staff Time Reimbursement	(36,455)	(56,095)	(55,840)	(75,811)	(78,592)
Transfers out - General Debt Service Fund	17,857	-	-	-	-
	\$ 1,354,784	\$ 1,400,364	\$ 1,410,966	\$ 1,542,059	\$ 1,597,615
Ending Fund Balance	\$ (1,055,949)	\$ (468,525)	\$ (555,926)	\$ (252,388)	\$ 1,940
Change in Fund Balance	\$ (81,524)	\$ 587,424	\$ 500,023	\$ 303,537	\$ 254,328

STREETS CAPITAL PROJECTS FUND

FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 185,611	\$ (1,759)	\$ (1,759)	\$ -	\$ -
REVENUES					
Federal Grants	\$ 422,001	\$ 1,090,682	\$ 1,090,682	\$ 2,217,000	\$ 11,819,000
State Grants	27,280	125,000	125,000	-	-
County Grants	-	-	-	988,000	1,194,000
Other Revenues	33,142	651,858	126,539	80,000	1,060,319
Transfers in - General Fund (ARPA)	220,522	637,478	637,478	-	-
Transfers in - Measure T	345	1,168,282	1,164,694	539,300	2,064,000
Transfers in - RMRA	5,360	236,000	-	1,434,000	-
Transfers in - Traffic Congestion Relief	34,799	-	-	-	-
Total Revenues	\$ 743,449	\$ 3,909,300	\$ 3,144,393	\$ 5,258,300	\$ 16,137,319
EXPENDITURES					
Pavement Preventative Maintenance - ST001	\$ 5,360	\$ 239,588	\$ -	\$ -	\$ -
FY 21/22 Annual Concrete Maint - ST002	196,378	-	-	-	-
FY 22/23 Sidewalk Repair - ST003	65,015	-	-	-	-
Front Street Ped & Bike Imprvmnts - ST004	33,142	531,858	6,539	-	-
CDBG - Curb Ramp Improvements - ST005	547,548	154,001	128,209	-	-
Healdsburg Ave Complete Streets - ST006	14,651	1,602,989	1,602,989	-	13,777,000
Grove Street Neighborhood - ST007	345	418,477	418,477	2,855,000	-
E-Bike Share Pilot Program - ST008	68,258	221,742	221,742	-	-
Ward Street Revitalization - ST009	-	-	-	148,000	1,300,000
Citywide Bike System Improvemnts - ST010	122	9,878	9,878	-	-
Hbg Ave/Mill District Connect - ST011	-	120,000	120,000	80,000	1,060,319
FY 23/24 Sidewalk Repair - ST012	-	150,000	150,000	-	-
March Avenue Reconstruction - ST013	-	235,000	235,000	2,175,300	-
Powell/Johnson Pedestrian Enhance - ST014	-	249,800	249,800	-	-
Total Expenditures	\$ 930,819	\$ 3,933,333	\$ 3,142,634	\$ 5,258,300	\$ 16,137,319
Ending Fund Balance	\$ (1,759)	\$ (25,792)	\$ -	\$ -	\$ -
Change in Fund Balance	\$ (187,370)	\$ (24,033)	\$ 1,759	\$ -	\$ -

AIRPORT FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 23-24			FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 299,550	\$ 411,625	\$ 411,625	\$ 412,021	\$ 372,108
REVENUES					
State Grants	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Fuel Sales	146,423	125,000	187,500	150,000	154,500
Airport Hanger Leases	131,930	131,892	146,547	150,064	154,566
Aircraft Tiedowns	1,600	2,160	1,440	1,475	1,519
Airport Building Concessions	48,615	66,486	42,858	43,887	45,203
Airport Ground Leases	57,994	54,254	63,266	64,785	66,728
Charges for Services	340	-	540	553	570
Interest Income	5,472	2,410	3,058	4,087	4,087
Development Fees	-	-	5,525	-	-
Other Revenues	7,384	100	100	100	100
Total Revenues	\$ 429,758	\$ 382,302	\$ 450,835	\$ 414,951	\$ 427,274
EXPENSES					
Wages	\$ 12,301	\$ 14,099	\$ 12,384	\$ 14,439	\$ 14,871
Overtime	99	-	200	200	200
Fringe Benefits	5,163	5,014	7,628	6,032	6,308
Rentals and Leases	-	3,000	-	1,000	1,000
Telecommunication & Data Services	1,953	3,500	2,092	2,250	2,500
Utility Services	10,344	11,000	12,793	13,000	13,250
Office Supplies	-	500	-	250	250
Government Fees	5,316	3,000	1,711	2,500	3,000
Operational Expense	127,801	155,000	157,270	158,000	165,900
Contracted Services	71,796	125,000	120,644	122,000	125,000
Repairs and Maintenance	4,736	40,000	29,939	75,000	75,000
Overhead Allocation	43,139	44,865	44,865	23,070	23,762
Insurance	17,454	11,724	18,924	23,614	27,019
Staff Time Reimbursement	(4,355)	(6,598)	(6,695)	(9,311)	(9,649)
Transfers out - Debt Service Fund	850	-	-	-	-
Transfers out - Airport Pavement Maint Plan - AP001	21,086	7,500	-	-	-
Transfers out - Airport Taxiways A2, A3 & A5 - AP002	-	102,386	48,684	-	-
Transfers out - Airport North Apron Reconstruct - AP003	-	4,510	-	-	-
Transfers out - Airport Runway Pavement Rehab - AP004	-	-	-	11,220	-
Transfers out - Airport Taxiways A (East) and A1 - AP005	-	-	-	6,200	55,500
Transfers out - Airport Hangar Row C - AP006	-	-	-	5,400	133,900
Total Expenses	\$ 317,683	\$ 524,500	\$ 450,438	\$ 454,864	\$ 637,811
Ending Working Capital	\$ 411,625	\$ 269,427	\$ 412,021	\$ 372,108	\$ 161,571
Change in Working Capital	\$ 112,074	\$ (142,198)	\$ 397	\$ (39,913)	\$ (210,537)

AIRPORT CAPITAL REPLACEMENT FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 385	\$ 5,388	\$ 5,388	\$ -	\$ -
REVENUES					
Federal Grant - FAA	\$ 84,615	\$ 813,653	\$ 726,948	\$ 113,580	\$ 678,600
State Grants	-	-	-	183,600	-
Transfers in - Airport Fund	21,086	114,396	48,684	22,820	189,400
Total Revenues	\$ 105,701	\$ 928,049	\$ 775,632	\$ 320,000	\$ 868,000
EXPENSES					
Airport Pavement Maint Plan - AP001	\$ 24,277	\$ 33,190	\$ 23,975	\$ -	\$ -
Airport Taxiways A2, A3 & A5 - AP002	76,421	812,859	757,045	-	-
Airport North Apron Reconstruct - AP003	-	82,000	-	-	-
Airport Runway Pavement Rehab - AP004	-	-	-	204,000	-
Airport Taxiways A (East) and A1 - AP005	-	-	-	62,000	555,000
Airport Hangar Row C - AP006	-	-	-	54,000	313,000
Total Expenses	\$ 100,698	\$ 928,049	\$ 781,020	\$ 320,000	\$ 868,000
Ending Working Capital	\$ 5,388	\$ 5,388	\$ -	\$ -	\$ -
Change in Working Capital	\$ 5,003	\$ -	\$ (5,388)	\$ -	\$ -



UTILITIES

UTILITY DEPARTMENT

The City's Municipal Utility Department oversees the maintenance and operation of the City's Electric Department and portions of the City's 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; design and construction of electric facilities for both new development and the planning of capital improvement projects. Utility Department staff additionally support the City's water and energy conservation programs, as well as all regulatory programs including compliance with the State's Water Resources Control Board regulations; the State's Cap & Trade program; California Public Utility Commission construction and inspection requirements, State's Renewable Energy Standards, State Utility Wildfire Mitigation, and various other regulatory bodies.

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, safe and reliable utility service, and the reconstruction of existing infrastructure. The City's Utility Department continues to focus on 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 2024-25 and 2025-26, the water department is planning to continue meet compliance obligations, seek to strengthen city water supplies and minimize the impacts from future droughts, and complete capital replacement projects. Staff will continue to promote citywide water conservation as conservation builds drought.

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. In recent years the City has expanded the Recycled Water system and user base to meet a Cease-and-Desist Order (CDO) issued by the North Coast Regional Water Quality Control Board. This is major compliance milestone for the City and represents the collective work of City staff over two-decades and tens of millions of dollars in capital investments. With the upcoming budget, City Staff will continue the expansion of the recycled water distribution system through a \$7 million grant. This grant will allow the construct of a new municipal recycled water pipeline within City limits. The new line will be constructed over the next two years and provide a stable water source for the City parks, a golf course, and school athletic fields.

UTILITY DEPARTMENT

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 2024-25 and 2025-26, the focus will continue to be on routine maintenance, planned facility replacements, further leveraging data from the City's advanced metering system, and the completion of two major undergrounding projects (Grove St & Healdsburg Ave). Additionally, the Electric division will continue a focus on wildfire mitigation work to lessen the risk of utility caused wildfires. As necessary to meet developer timelines, staff will continue to design and construct new infrastructure to serve developing properties.

MAJOR DEPARTMENT TASKS COMPLETED FOR FY 2022-23 and 2023-24

- ☑ Continued to operate and maintain safe and reliable water, wastewater, and electric services
- ☑ Developed for City Council adoption the 2022 Electrification Reach Code to lower GHG emissions from newly constructed buildings.
- ☑ Completed a flood mitigation project at the Water Reclamation Facility with FEMA Grant funding
- ☑ Updated the list of multifamily housing pre-approved for the City Electric Rate discount
- ☑ Completed an expansion of the City agricultural reuse recycled water system to meet state compliance obligations
- ☑ Revised the City's commercial and residential energy efficiency programs to better incentivize building electrification and lower GHG emissions.
- ☑ Reviewed and updated utility rate structures for electric, water and wastewater to maintain financial strength of these enterprise funds.
- ☑ Completed the design and construction of a biosolids conveyor system reducing GHG emission associated with the off hauling of biosolids
- ☑ Completed the design and contracting to construct a municipal recycled water pipeline within the City limits

MAJOR DEPARTMENTAL GOALS FOR FY 2024-25 and 2025-26

- ◆ Through grant funding construct the municipal recycled water pipeline
- ◆ Continue to pursue grant funding for the construction of new water supply projects including the aquifer storage and recovery wells
- ◆ Complete construction of publicly available EV charging stations located at several City owned parking lots.
- ◆ Facilitate the design and construct electric services for several housing and development projects throughout Healdsburg
- ◆ Complete a long-range energy forecast for the City to aid in renewable energy procurement

UTILITY DEPARTMENT

and capital improvements

- ◆ Implement improvements to the City’s utility billing system that include the online presentation of customer usage, online bill payment improvements, and improved customer notifications
- ◆ Complete the design and contract for the construction of the Grove Street and Healdsburg Ave undergrounding projects
- ◆ Continue to build upon and enhance the City’s utility wildfire mitigation measures
- ◆ Implement an app-based load management tool to allow Healdsburg electric customers to manage energy use from electric vehicles and Wi-Fi enabled thermostats

FUTURE OBJECTIVES

- Continue to demonstrate leadership in regulatory compliance and meeting the community’s utility service expectation
- Continue to find cost effective means of disposing of biosolids produced from the City’s wastewater treatment
- Continue to leverage the City’s energy efficiency and water conservation programs to reduce the community’s greenhouse gas emissions

STATISTICS

Water Utility

	FY 2022-23	FY 2023-24
Service Connections	4,605	4,641*
Water Sold (MG)	434.1	450*

Wastewater Utility

	FY 2022-23	FY 2023-24
Service Connections	4,936	4,930*
Wastewater Collected (MG)	257.5	245*

Electric Utility

	FY 2022-23	FY 2023-24
Service Connections	6,110	6,159*
Energy Sold (MWh)	75,572	77,500*

**Fiscal-year end estimates*

WATER FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 23-24				
	FY 22-23 Actual	Amended Budget	Estimated Year End	FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
Beginning Working Capital	\$ 2,081,294	\$ 2,520,356	\$ 2,520,356	\$ 2,810,876	\$ 2,244,000
REVENUES					
Utility Usage	\$ 5,561,556	\$ 5,832,000	\$ 5,832,000	\$ 6,854,063	\$ 8,224,875
Development Fees	40,054	-	26,186	20,000	20,000
Fees & Charges	18,920	-	2,913	-	-
Federal Grants	-	-	-	30,000	30,000
Unrestricted Interest	52,877	104,731	52,790	66,845	66,845
Restricted Interest	11,963	-	11,701	10,462	10,462
Other Revenues	27,784	10,000	22,130	10,000	10,000
Transfer In - Water Impact Fee Fund	20,969	422,161	-	-	-
Transfer In - Water Debt Reserve Fund	205,375	-	-	-	-
Total Revenues	\$ 5,939,497	\$ 6,368,892	\$ 5,947,719	\$ 6,991,370	\$ 8,362,183
EXPENSES					
Wages	\$ 1,286,647	\$ 1,636,648	\$ 1,357,137	\$ 1,809,193	\$ 1,873,726
Overtime	96,181	109,960	106,023	107,200	110,400
Fringe Benefits	1,131,539	906,880	1,145,561	1,082,050	1,154,264
Personal Protective Equipment	8,967	10,592	12,100	8,500	8,500
Rentals and Leases	-	5,800	-	1,500	1,500
Meeting, Travel, and Training	6,619	11,980	7,800	12,500	12,500
License, Dues, Certs, Membrshps	6,460	4,500	6,000	6,500	6,600
Telecommunication & Data Services	20,865	23,000	31,000	28,000	29,000
Utility Services	203,181	260,000	230,000	257,600	303,968
Office Supplies	5,428	6,650	5,100	6,000	6,090
Printing	-	13,500	17,500	10,000	10,000
Noticing	-	300	-	2,500	2,500
Government Fees	58,882	83,500	42,321	40,500	44,500
Operational Expense	183,191	317,626	265,000	310,000	315,000
Contracted Services	81,810	74,800	71,000	75,000	80,000
Repairs and Maintenance	245,039	205,268	205,000	270,000	280,000
Bank Fees	52,971	52,446	65,798	67,773	68,451
Over/Short	3,143	-	-	-	-
Debt Service	1,087,340	946,390	946,390	779,895	784,515
Conservation & Energy Rebates	40,186	30,000	30,000	53,000	38,000
Legal	36,110	20,000	15,000	-	-
Land, Bldg, Vehicles and Equipment	7,567	422,161	-	8,000	34,240
Overhead Allocation	526,075	547,118	547,118	499,730	514,722
Information Services Service Fee	95,660	203,944	203,944	343,514	337,683
Building Maintenance Service Fee	76,371	93,657	93,657	116,184	162,090
Vehicle Service Fee	136,056	140,610	140,610	140,889	152,043
Vehicle Replacement Fee	-	26,000	26,000	182,871	182,871
Insurance	148,592	165,964	165,964	166,699	195,610
Staff Time Reimbursement	(51,647)	(75,397)	(91,556)	(121,815)	(126,198)
Transfers-CMMS-OT002	7,204	-	-	-	-
Transfers-Dry Creek WTP Upgrades-WA001	-	-	12,732	896,737	-
Transfers-Brown Street Water Replacement-WA003	-	-	-	-	1,330,576
Transfers-University Street Water Replacement-WA005	-	-	-	-	128,258
Transfers-Healdsburg Ave Utility Replacement-SE004	-	-	-	397,727	-
Total Expense	\$ 5,500,436	\$ 6,243,897	\$ 5,657,199	\$ 7,558,247	\$ 8,041,409
Ending Working Capital	\$ 2,520,356	\$ 2,645,351	\$ 2,810,876	\$ 2,244,000	\$ 2,564,774
Change in Working Capital	\$ 439,062	\$ 124,995	\$ 290,520	\$ (566,877)	\$ 320,774
Components of Ending Working Capital					
Operating Reserve	1,373,308	1,455,434	1,411,117	1,565,946	1,645,644
Rate Stabilization Reserve	-	-	-	1,000,000	1,000,000
Pension Stabilization	512,424	512,424	524,125	534,587	545,049
Unrestricted, Unreserved	634,624	677,493	875,635	(856,533)	(625,919)
Total	\$ 2,520,356	\$ 2,645,351	\$ 2,810,876	\$ 2,244,000	\$ 2,564,774

Reserve Policy:
Ordinance 1240
Operating Reserve - 25% of Operating Expenses
Rate Stabilization Reserve - \$1,000,000

WATER CAPITAL REPLACEMENT FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 1,466,214	\$ 1,176,132	\$ 1,176,132	\$ 1,000,000	\$ -
REVENUES					
Interest Income	\$ (6,150)	\$ -	\$ -	\$ -	\$ -
State Grants	\$ 393,727	\$ 6,706,273	\$ 6,706,273	\$ -	\$ -
Transfers in - Water Impact Fees Fund	-	64,997	64,997	-	-
Transfers in - Water Fund	-	-	12,732	1,851,724	1,458,834
Total Revenues	\$ 387,577	\$ 6,771,270	\$ 6,784,002	\$ 1,851,724	\$ 1,458,834
EXPENSES					
Transfers Out - Water Impact Fees Fund	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -
Dry Creek WTP Upgrades - WA001	134,591	118,078	118,078	896,737	-
UV Treatment at Fitch - WA002	77,063	7,516	7,516	-	-
Brown Street Water Replacement - WA003	72,278	11,272	11,272	-	1,330,576
Municipal Recycled Water Pipeline - WA004	393,727	6,706,273	6,706,273	-	-
University Street Water Replacement - WA005	-	-	-	-	128,258
Healdsburg AveUtility Replacement - SE004	-	116,995	116,995	954,987	-
Total Expenses	\$ 677,659	\$ 6,960,134	\$ 6,960,134	\$ 2,851,724	\$ 1,458,834
Ending Working Capital	\$ 1,176,132	\$ 987,268	\$ 1,000,000	\$ -	\$ -
Reserve Policy	1,000,000	1,000,000	1,000,000	-	-
Remaining Working Capital	\$ 176,132	\$ (12,732)	\$ -	\$ -	\$ -
Change in Working Capital	\$ (290,082)	\$ (188,864)	\$ (176,132)	\$ (1,000,000)	\$ -

WASTEWATER FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 23-24			FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 3,078,042	\$ 2,625,843	\$ 2,625,843	\$ 2,737,310	\$ 3,370,162
REVENUES					
Utility Usage	\$ 7,066,249	\$ 7,671,240	\$ 7,671,240	\$ 9,011,421	\$ 10,633,477
Development Fees	-	-	26,245	15,000	15,000
Fees & Charges	4,130	-	2,812	-	-
Unrestricted Interest	63,723	110,169	40,604	53,765	53,765
Restricted Interest	14,407	-	14,091	12,599	12,599
Other Revenues	161,361	435,000	435,191	10,000	10,000
Transfers in - Wastewater Impact Fees Fund	195,577	227,090	115,000	-	-
Total Revenues	<u>\$ 7,505,447</u>	<u>\$ 8,443,499</u>	<u>\$ 8,305,184</u>	<u>\$ 9,102,786</u>	<u>\$ 10,724,841</u>
EXPENSES					
Wages	\$ 1,454,242	\$ 1,839,567	\$ 1,521,521	\$ 1,882,587	\$ 1,952,625
Overtime	107,526	96,320	128,423	108,500	110,500
Fringe Benefits	1,324,628	1,057,599	1,337,220	1,200,737	1,283,008
Personal Protective Equipment	10,148	9,000	10,200	10,200	10,200
Rentals and Leases	208	6,500	-	1,500	1,500
Meeting, Travel, and Training	7,636	12,800	6,700	11,500	11,500
License, Dues, Certs, Membrshps	7,180	11,200	5,603	8,700	8,900
Telecommunication & Data Services	15,229	700	31,700	32,300	34,300
Utility Services	542,310	610,000	550,000	616,000	726,880
Office Supplies	5,387	7,250	3,800	5,600	5,600
Noticing	-	2,350	-	2,300	2,300
Government Fees	23,627	35,500	25,735	28,800	30,800
Operational Expense	334,550	649,331	497,000	565,000	575,000
Contracted Services	60,961	105,400	105,400	133,000	136,000
Repairs and Maintenance	262,039	290,000	262,000	183,000	184,000
Bank Fees	54,971	55,655	67,918	69,893	70,571
Debt Service	1,902,032	1,791,350	1,791,350	1,794,750	1,791,250
Legal	471,622	425,000	430,000	-	-
Land, Bldg, Vehicles and Equipment	195,577	227,090	115,000	301,000	310,000
Overhead Allocation	596,743	620,613	620,613	668,898	688,965
Information Services Service Fee	115,419	274,592	274,592	287,930	282,601
Building Maintenance Service Fee	133,772	99,700	99,700	68,073	88,872
Vehicle Service Fee	152,285	157,382	157,382	282,764	295,455
Vehicle Replacement Fee	-	-	-	59,574	59,574
Insurance	226,064	250,705	250,705	273,133	322,736
Staff Time Reimbursement	(53,711)	(78,699)	(98,845)	(125,805)	(130,338)
Transfers-CMMS-OT002	7,204	-	-	-	-
Transfers-Orchard Lift Station Reconstruction-SE005	-	-	-	-	164,668
Transfers-Magnolia LS Rehabilitation-SE006	-	-	-	-	216,332
Transfers-Brown Street Sewer Replacement-WA003	-	-	-	-	1,080,754
Transfers-University Street Sewer Replacement-WA005	-	-	-	-	128,258
Total Expense	<u>\$ 7,957,646</u>	<u>\$ 8,556,905</u>	<u>\$ 8,193,717</u>	<u>\$ 8,469,934</u>	<u>\$ 10,442,811</u>
Ending Working Capital	<u>\$ 2,625,843</u>	<u>\$ 2,512,437</u>	<u>\$ 2,737,310</u>	<u>\$ 3,370,162</u>	<u>\$ 3,652,192</u>
Change in Working Capital	\$ (452,199)	\$ (113,406)	\$ 111,467	\$ 632,852	\$ 282,030
Components of Ending Working Capital					
Operating Reserve	1,938,716	2,082,454	2,019,679	2,042,234	2,135,700
Rate Stabilization Reserve	-	-	-	1,000,000	1,000,000
Pension Stabilization	617,104	617,104	631,195	643,794	656,393
Unrestricted, Unreserved	70,023	(187,121)	86,436	(315,866)	(139,901)
Total	<u>\$ 2,625,843</u>	<u>\$ 2,512,437</u>	<u>\$ 2,737,310</u>	<u>\$ 3,370,162</u>	<u>\$ 3,652,192</u>

Reserve Policy:
Ordinance 1240
Operating Reserve - 25% of Operating Expenses
Rate Stabilization Reserve - \$1,000,000

DRAINAGE FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 23-24			FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget	Estimated Year End		
Beginning Working Capital	\$ (890,748)	\$ (866,489)	\$ (866,489)	\$ (151,029)	\$ (237,043)
<u>REVENUES</u>					
Utility Usage	\$ 759,539	\$ 760,000	\$ 760,000	\$ 760,000	\$ 760,000
Development Fees	-	-	13,281	-	-
Unrestricted Interest	1,673	2,008	-	-	-
Restricted Interest	3,132	-	3,063	2,738	2,738
Other Revenues	22,015	-	700,976	-	-
Total Revenues	\$ 786,359	\$ 762,008	\$ 1,477,320	\$ 762,738	\$ 762,738
<u>EXPENSES</u>					
Wages	\$ 210,452	\$ 298,363	\$ 221,806	\$ 308,897	\$ 322,805
Overtime	12,623	11,200	12,595	12,700	12,700
Fringe Benefits	164,894	134,386	175,988	160,327	169,982
Personal Protective Equipment	1,577	3,200	2,700	2,500	2,500
Rentals and Leases	-	13,000	-	-	-
Meeting, Travel, and Training	3,668	3,600	4,150	4,700	4,700
License, Dues, Certs, Membrshps	518	1,300	700	700	700
Telecommunication & Data Services	793	800	670	800	800
Utility Services	732	950	968	1,085	1,280
Office Supplies	22	500	100	200	200
Government Fees	20,388	13,000	13,000	20,000	20,000
Operational Expense	12,477	17,000	17,000	17,000	17,000
Contracted Services	78,425	66,000	66,000	66,000	66,000
Repairs and Maintenance	87,670	50,000	50,000	63,000	63,000
Overhead Allocation	100,522	104,543	104,543	101,109	104,142
Information Services Service Fee	58,279	59,282	59,282	66,363	64,847
Vehicle Service Fee	-	-	-	24,762	17,377
Insurance	18,694	20,412	20,412	15,900	18,272
Staff Time Reimbursement	(9,633)	(13,221)	(13,055)	(17,291)	(17,929)
Transfers-Chablis Road Sediment Removal-DR001	-	25,000	25,000	-	-
Total Expenses	\$ 762,100	\$ 809,315	\$ 761,859	\$ 848,752	\$ 868,376
Ending Working Capital	\$ (866,489)	\$ (913,797)	\$ (151,029)	\$ (237,043)	\$ (342,681)
Change in Working Capital	\$ 24,259	\$ (47,307)	\$ 715,461	\$ (86,014)	\$ (105,638)

**WASTEWATER AND DRAINAGE CAPITAL REPLACEMENT FUND
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 1,588,020	\$ 1,509,999	\$ 1,509,999	\$ 1,397,465	\$ 249,822
REVENUES					
Federal Grant	\$ 157,689	\$ -	\$ -	\$ -	\$ -
Interest Income	(14,465)	-	-	-	-
Other Revenues	113,313	113,313	113,313	113,313	113,313
Transfers in - Measure T	-	-	-	300,000	-
Transfers in - Wastewater Impact Fee Fund	-	43,774	43,774	375,298	-
Transfers in - Wastewater Fund	-	-	-	-	1,590,012
Transfers in - Drainage Fund	-	25,000	25,000	-	-
Transfers in - Drainage Impact Fee Fund	-	95,506	95,506	818,831	-
Total Revenues	\$ 256,538	\$ 277,593	\$ 277,593	\$ 1,607,442	\$ 1,703,325
EXPENSES					
Transfers Out - Wastewater Impact Fees Fund	\$ -	\$ -	\$ -	\$ 500,000	\$ -
Brown Street Sewer Replacement - WA003	72,278	11,272	11,272	-	1,330,576
University Street Water Replacement - WA005	-	-	-	-	128,258
Recycled Water System Expansion - SE001	49,132	-	-	-	-
WRF Dewatered Biosolids Mod - SE002	5,290	189,674	115,089	-	-
WRF Flood Mitigation - SE003	207,860	-	-	-	-
Healdsburg Ave Utility Replacement - SE004	-	238,766	238,766	1,955,085	-
Orchard Lift Station Reconstruction - SE005	-	-	-	-	277,981
Magnolia LS Structure Rehabilitation - SE006	-	-	-	-	216,332
Chablis Road Sediment Removal - DR001	-	25,000	25,000	-	-
Cabernet Road Culvert Replacement - DR002	-	-	-	300,000	-
Total Expenses	\$ 334,559	\$ 464,712	\$ 390,127	\$ 2,755,085	\$ 1,953,147
Ending Working Capital	\$ 1,509,999	\$ 1,322,880	\$ 1,397,465	\$ 249,822	\$ -
Reserve Policy	1,000,000	1,000,000	1,000,000	-	-
Remaining Working Capital	\$ 509,999	\$ 322,880	\$ 397,465	\$ 249,822	\$ -
Change in Working Capital	\$ (78,022)	\$ (187,119)	\$ (112,534)	\$ (1,147,643)	\$ (249,822)

ELECTRIC FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 23-24			FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 17,769,815	\$ 14,427,540	\$ 14,427,540	\$ 13,433,176	\$ 12,036,159
REVENUES					
Utility Usage	\$ 12,332,912	\$ 13,772,926	\$ 13,772,926	\$ 16,010,818	\$ 17,352,755
Pole Contacts	153,245	-	-	90,000	90,000
Development Fees	9,260	-	7,901	-	-
Fees & Charges	16,848	-	42,286	-	-
Unrestricted Interest	336,453	363,964	156,582	176,718	176,718
Restricted Interest	20,576	-	20,125	17,994	17,994
Utility Service Discounts	72,099	90,000	83,454	99,000	108,900
Other Utility Customer Fees	8,720	-	10,220	-	-
Other Revenues	667,188	-	99,348	-	-
Transfers in - Electric Public Benefit Fund	4,252	-	-	-	-
Total Revenues	\$ 13,621,552	\$ 14,226,890	\$ 14,192,842	\$ 16,394,530	\$ 17,746,367
EXPENSES					
Wages	\$ 1,604,751	\$ 2,006,486	\$ 1,576,407	\$ 1,957,935	\$ 2,028,981
Overtime	77,966	123,950	120,737	114,100	114,100
Fringe Benefits	1,422,938	1,139,931	1,362,725	1,212,300	1,295,788
Personal Protective Equipment	16,503	35,700	19,100	21,900	23,100
Part Time Wages	-	-	25,000	-	-
Rentals and Leases	7,526	8,500	8,500	8,500	10,000
Meeting, Travel, and Training	36,290	18,500	24,700	34,000	28,160
License, Dues, Certs, Membrshps	19,552	19,400	19,400	22,900	25,600
Telecommunication & Data Services	16,285	15,550	14,950	18,950	19,530
Utility Services	20,991	19,872	24,529	27,474	31,729
Office Supplies	3,295	3,000	1,800	2,000	2,000
Printing	6,036	6,300	4,000	6,500	6,800
Government Fees	1,611	2,000	2,000	2,000	2,200
Operational Expense	63,096	54,500	64,000	71,500	73,500
Contracted Services	333,219	365,000	314,000	394,800	544,540
Repairs and Maintenance	1,555	14,000	10,300	37,500	27,500
Meters	121,189	78,000	134,000	137,200	144,060
Electric Power Purchase	10,244,617	9,206,804	8,738,120	9,208,210	9,482,252
Electric Overhead General Capital	79,939	110,000	90,000	149,500	149,500
Electric Underground General Capital	135,006	180,000	140,000	182,000	182,000
Bank Fees	52,971	52,446	65,798	67,773	68,451
Over/Short	550	-	-	-	-
Debt Service	235,662	122,918	122,918	107,778	107,778
Solar Rebates	59,361	70,000	60,000	60,000	60,000
Legal	-	20,000	-	-	-
Overhead Allocation	892,361	928,055	928,055	1,066,831	1,098,836
Information Services Service Fee	270,797	264,307	264,307	320,182	326,029
Building Maintenance Service Fee	52,484	87,966	87,966	93,402	95,624
Vehicle Service Fee	109,620	113,289	113,289	161,186	153,878
Vehicle Replacement Fee	351,148	259,230	259,230	343,483	343,483
Insurance	160,930	180,565	180,565	178,196	209,572
Staff Time Reimbursement	(112,174)	(80,000)	(99,444)	(189,677)	(489,748)
Transfers-General Fund-PILOT	137,459	186,437	186,437	186,437	186,437
Transfers-General Capital Funding	-	250,000	103,817	-	-
Transfers-Underground Grove Street-EL005	-	220,000	220,000	1,786,687	86,687
Transfers-Underground Healdsburg Ave-EL008	540,291	-	-	-	3,900,000
Total Expense	\$ 16,963,827	\$ 16,082,706	\$ 15,187,206	\$ 17,791,547	\$ 20,338,367
Ending Working Capital	\$ 14,427,540	\$ 12,571,724	\$ 13,433,176	\$ 12,036,159	\$ 9,444,159
Change in Working Capital	\$ (3,342,275)	\$ (1,855,816)	\$ (994,364)	\$ (1,397,017)	\$ (2,592,000)
Components of Ending Working Capital					
Operating Reserve Policy	8,211,768	7,806,353	7,431,695	8,002,430	8,175,840
Capital Reserve Policy	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
Pension Stabilization	881,332	881,332	901,457	919,451	937,445
Remaining Working Capital	1,334,440	(115,961)	1,100,025	(885,722)	(3,669,126)
Total	\$ 14,427,540	\$ 12,571,724	\$ 13,433,176	\$ 12,036,159	\$ 9,444,159

Reserve Policy:
Resolution 2019-112
Operating Reserve - 50% Operating Expenses
Capital Reserve - \$4,000,000

ELECTRIC CAPITAL REPLACEMENT FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 45,439	\$ 137,298	\$ 137,298	\$ -	\$ -
REVENUES					
Federal Grants	\$ -	\$ -	\$ -	\$ 112,500	\$ 1,087,500
Other Revenues	278,595	1,143,307	1,125,018	574,116	228,313
Transfers in - Electric Fund	306,419	470,000	323,817	1,786,687	3,986,687
Transfers in - Electric Public Benefit Fund	-	425,000	425,000	-	-
Total Revenues	\$ 585,014	\$ 2,038,307	\$ 1,873,835	\$ 2,473,303	\$ 5,302,500
EXPENSES					
Badger Substation Reconstruction - EL001	\$ 10,327	\$ -	\$ -	\$ -	\$ -
Public EV Charging Stations - EL002	-	425,000	425,000	-	-
Reconductor Grove Street - EL003	2,130	-	-	-	-
Underground Grove Street - EL005	8,071	41,929	41,929	1,900,000	200,000
Badger Seismic Retrofit - EL006	925	312,500	312,500	112,500	1,087,500
Install Backtie South Healdsburg - EL007	-	40,000	-	-	-
Underground Healdsburg Ave - EL008	-	220,000	220,000	-	3,900,000
Mill District Development - ER001	108,627	253,373	253,373	220,000	75,000
Passalacqua & Parkland Farms Inf - ER002	159,951	7,749	7,749	-	-
155 Dry Creek Affordable Housing - ER003	1,628	198,672	198,672	-	40,000
Freebird Affordable Housing - ER004	2,682	284,198	284,198	-	-
ENSO/North Village Development - ER005	197,792	126,208	126,208	50,000	-
Fitch Mountain Dental - ER006	1,020	52,791	34,502	-	-
3 Healdsburg Avenue Apartments - ER007	-	30,000	30,000	153,000	-
Williams Selyem Winery - ER008	-	14,000	14,000	-	-
Montage Resorts Events Building - ER009	-	53,003	53,003	-	-
North Village, Parcel 4 - ER010	-	10,000	10,000	37,803	-
Total Expenses	\$ 493,154	\$ 2,069,423	\$ 2,011,134	\$ 2,473,303	\$ 5,302,500
Ending Working Capital	\$ 137,298	\$ 106,182	\$ -	\$ -	\$ -
Change in Working Capital	\$ 91,860	\$ (31,116)	\$ (137,299)	\$ -	\$ -

**ELECTRIC PUBLIC BENEFIT FUND
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 3,100,772	\$ 3,641,326	\$ 3,641,326	\$ 956,956	\$ 899,907
REVENUES					
Utility Usage	\$ 354,700	\$ 340,000	\$ 378,741	\$ 409,041	\$ 441,764
Interest Income	70,638	27,070	87,785	98,959	98,959
Cap & Trade Proceeds	545,889	450,000	769,139	-	-
Other Revenues	38,024	-	6,500	-	-
Total Revenues	\$ 1,009,250	\$ 817,070	\$ 1,242,165	\$ 508,000	\$ 540,723
EXPENSE					
Wages	\$ 76,018	\$ 88,553	\$ 26,892	\$ 58,423	\$ 60,140
Overtime	2,703	2,800	1,272	1,800	1,800
Fringe Benefits	45,475	50,240	24,501	40,668	43,490
Meeting, Travel, and Training	2,124	3,000	1,200	2,000	2,000
Printing	2,478	16,000	5,000	8,000	8,000
Operational Expense	14,627	5,000	300	4,000	4,000
Contracted Services	55,800	85,000	65,000	52,100	34,600
Low Income Assistance	72,099	90,000	85,000	100,000	120,000
Conservation & Energy Rebates	77,215	60,000	60,000	250,000	150,000
Green House Gas Reduction Measures	115,907	720,000	250,000	45,000	-
Insurance	-	-	-	3,058	3,514
Transfers out - Electric Fund	4,252	-	-	-	-
Transfers out - Electric Cap & Trade Fund	-	-	2,982,370	-	-
Transfers out - Electric Vehicle Charging Stations - EL002	-	425,000	425,000	-	-
Total Expense	\$ 468,697	\$ 1,545,593	\$ 3,926,535	\$ 565,049	\$ 427,544
Ending Working Capital	\$ 3,641,326	\$ 2,912,803	\$ 956,956	\$ 899,907	\$ 1,013,087
Change in Working Capital	\$ 540,554	\$ (728,523)	\$ (2,684,370)	\$ (57,049)	\$ 113,179

**ELECTRIC CAP AND TRADE FUND
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ -	\$ -	\$ -	\$ 2,653,903	\$ 1,875,992
REVENUES					
Transfers In - Electric Fund	-	2,982,370	2,982,370	-	-
Other Revenues	-	-	5,000	70,000	100,000
Cap & Trade Proceeds	-	-	-	500,000	500,000
Total Revenues	\$ -	\$ 2,982,370	\$ 2,987,370	\$ 570,000	\$ 600,000
EXPENSE					
Wages	\$ -	\$ 29,518	\$ 53,784	\$ 37,155	\$ 38,248
Fringe Benefits	-	16,747	49,002	13,311	13,999
Meeting, Travel, and Training	-	217	217	1,000	1,000
Printing	-	1,300	1,300	8,000	8,000
Operational Expense	-	-	-	1,000	1,000
Contracted Services	-	19,816	19,816	172,000	57,500
Conservation & Energy Rebates	-	73,084	73,084	754,000	250,000
Green House Gas Reduction Measures	-	136,119	136,119	359,610	357,385
Insurance	-	-	-	1,835	2,109
Total Expense	\$ -	\$ 276,801	\$ 333,467	\$ 1,347,911	\$ 729,241
Ending Working Capital	-	2,705,569	2,653,903	1,875,992	1,746,751
Change in Working Capital	\$ -	\$ 2,705,569	\$ 2,653,903	\$ (777,911)	\$ (129,241)



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 community 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 offered at The Healdsburg School. 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, indoor shared-use pickleball court, 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 public park 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

Develop, operate, and manage Healdsburg Ridge Open Space Preserve and Fitch Mountain Park and Open Space Preserve including land stewardship, trail maintenance, volunteer opportunities, 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

Implement the Arts and Culture Master Plan including support for an Arts and Culture Commission, administering public art grants, and developing and enhancing art opportunities for the community.

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 coordinate each project including public input, design, bidding, construction, and operational use.

MAJOR DEPARTMENTAL TASKS COMPLETED FY 2022-2023 and 2023-2024

- ✓ Awarded the City's first public art grants.
- ✓ Began the conversion of park maintenance equipment from fossil fuel to battery operated.
- ✓ Established a revised and contemporary special events policy.
- ✓ Implemented the ongoing Senior Center "Bistro" noon-time lunch program.
- ✓ Implemented bilingual Senior Center newsletter and social media outreach.
- ✓ Implemented new event partnerships for Lunar New Year, Climate Fest, and Fitch Mountain Footrace.
- ✓ Implemented the park and recreation facility deferred maintenance program.
- ✓ Revised the financial assistance program to provide greater opportunities for those in need to participate in recreation programs.
- ✓ Completed the development master plan for Saggio Hills development park.
- ✓ Completed the redevelopment master plan for Badger Park.
- ✓ Completed the preschool program room renovations.
- ✓ Completed the Senior Center entrance improvement project.

COMMUNITY SERVICES

- ✓ Completed design and construction of the Fitch Mountain Improvement Project.
- ✓ Completed design and construction of the Fitch Mountain Hilltop Road improvements to address erosion and create emergency public safety and fire access.
- ✓ Completed the conversion of two existing sports courts into four dedicated pickleball courts in partnership with Healdsburg Unified School District.
- ✓ Completed design and initiated construction of the Foley Family Community Pavilion project.

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

- ◆ Complete the Foley Family Community Pavilion project and begin operations.
- ◆ Complete final design and construction of the first phase of the new Saggio Hills development park.
- ◆ Complete final design and begin construction of the first phase of Badger Park redevelopment.
- ◆ Repair the Community Center and Senior Cent roofs.
- ◆ Work in partnership with the YWCA to launch a new full-day preschool program for working families.
- ◆ Formulate and launch the Arts and Culture Commission to continue work on the Arts and Culture Master Plan implementation.
- ◆ Implement sustainable and theft resistant repairs for the Foss Creek lighting system.
- ◆

STATISTICS

- Manage and maintain 12 parks and four School District athletic fields.
- Manage and maintain 328 acres of open space.
- Provide a comprehensive recreation program offering in the areas of sports, education, and learning.

COMMUNITY SERVICES

Parks

Barbieri Brothers Park	325 Bridle Path
Badger Park	750 Heron Drive
Byron Gibbs Park	1529 Prentice Drive
Carson Warner Skate Park	1100 Grove Street
Giorgi Park	600 University Street
Plaza Park	105 Matheson Street
Railroad Park	22 Front Street
Recreation Park	525 Piper Street
Saggio Hills Development Park (Name TBD)	Healdsburg Avenue and Passalacqua Road
Tilly Grove Open Space	547 Tucker Street
Villa Chanticleer Playground	902 Chanticleer Way
West Plaza Park	10 North Street

Fields

Fitch Mountain School	520 Monte Vista Avenue
Healdsburg Community Center	1557 Healdsburg Avenue
Healdsburg Elementary School	400 First Street
Healdsburg High School	1024 Prince Street
Healdsburg Junior High School	315 Grant Street
Recreation Park	525 Piper Street

Facilities

Badger Dog Park	750 Heron Drive
Foley Family Community Pavilion (Opening June 2025)	3 North Street
Foss Creek Pathway	Healdsburg Avenue to Grove Street
Giorgi Park Tennis	600 University Street
Healdsburg Community Center	1557 Healdsburg Avenue
Healdsburg High School	1024 Prince Street
Healdsburg Swim Center	360 Monte Vista Avenue
Healdsburg Senior Center	133 Matheson Street
Tayman Park Golf Course	927 S. Fitch Mountain Road
Villa Chanticleer	900 Chanticleer Way
Villa Chanticleer Annex	860 Chanticleer Way
Villa Dog Park	902 Chanticleer Way

Open Space and Regional Park Facilities

Fitch Mountain Park and Open Space Preserve	902 Chanticleer Way
Healdsburg Ridge Open Space Preserve	Bridle Path & Arabian Way

COMMUNITY SERVICES FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 3,109,406	\$ 3,056,154	\$ 3,056,154	\$ 2,438,063	\$ 2,437,728
REVENUES					
Transient Occupancy Tax	\$ 7,003,262	\$ 7,003,262	\$ 6,805,897	\$ 6,895,353	\$ 7,689,796
Program Revenue	386,903	362,500	385,000	375,000	396,500
Intergovernmental Revenue	242,694	210,000	222,600	220,000	220,000
Facility and Field Rents	141,602	81,125	105,821	69,100	70,850
School District Field Maintenance	46,221	43,000	48,457	49,500	49,500
Special Events	33,695	59,000	70,000	75,000	75,000
Event Permits	19,155	20,000	20,000	20,000	20,000
Program Sponsorships	82,935	90,000	47,500	48,500	50,500
Admission and Passes	25,704	31,000	21,765	28,000	28,000
Advertising	280	500	715	-	-
Unrestricted Interest	10,880	182,590	196,930	208,817	208,817
Restricted Interest	10,243	1,126	10,019	8,958	8,958
Contributions & Donations	11,241	4,500	10,649	4,500	5,500
Fees & Charges	5,306	7,200	16,400	3,500	3,500
Other Revenues	6,847	-	25,051	-	-
Total Revenues	\$ 8,026,968	\$ 8,095,803	\$ 7,986,805	\$ 8,006,228	\$ 8,826,921
EXPENDITURES					
Wages	\$ 1,261,454	\$ 1,681,077	\$ 1,312,559	\$ 1,723,016	\$ 1,792,973
Overtime	18,461	17,365	20,915	24,500	25,050
Fringe Benefits	1,045,272	855,827	1,167,577	939,444	1,000,303
Personal Protective Equipment	4,093	7,250	7,250	7,750	7,750
Part Time Wages	659,643	808,000	820,000	844,000	872,000
Rentals and Leases	-	6,480	-	-	-
Meeting, Travel, and Training	22,151	28,000	27,100	33,250	34,200
License, Dues, Certs, Membrshps	2,092	6,100	2,900	3,250	3,250
Telecommunication & Data Services	14,812	15,750	15,000	15,000	15,500
Utility Services	201,681	200,800	232,616	260,074	306,887
Office Supplies	15,003	12,200	15,600	16,400	17,000
Printing	19,637	34,500	21,715	25,000	25,500
Government Fees	1,018	538	314	322	323
Operational Expense	499,662	397,508	411,500	411,500	446,000
Contracted Services	544,659	671,837	733,800	796,000	806,000
Repairs and Maintenance	48,199	330,000	296,425	95,500	98,000
Support of Local Organizations	9,000	20,000	20,000	20,000	20,000
Land, Bldg, Vehicles and Equipment	-	135,257	42,280	-	-
Overhead Allocation	557,968	580,287	580,287	897,095	977,008
Information Services Service Fee	527,939	549,424	549,424	722,487	653,990
Building Maintenance Service Fee	462,400	246,405	246,405	526,310	574,215
Vehicle Service Fee	76,882	79,455	79,455	104,205	104,974
Vehicle Replacement Fee	197,103	119,209	119,209	50,000	50,000
Insurance	326,214	370,803	378,178	368,813	431,672
Transfers out - Debt Fund - RDA Loan	107,778	107,778	107,778	107,778	107,778
Transfers out - LLAD Community Benefit Contributions	17,106	17,346	17,346	14,869	14,869
Transfers out - Debt Fund - HUSD Bond	1,151,461	-	-	-	-
Transfers out - Debt Fund - Pension Obligation Bond	126,243	-	-	-	-
Transfers out - Fitch Mountain Park - CS001	-	139,772	156,288	-	-
Transfers out - Pavilion at 3 North Street - CS004	-	1,160,265	1,160,265	-	-
Transfers out - CC Preschool Renovations - CS005	162,290	62,710	62,710	-	-
Total Expenditures	\$ 8,080,220	\$ 8,661,943	\$ 8,604,896	\$ 8,006,563	\$ 8,385,242
Ending Fund Balance	\$ 3,056,154	\$ 2,490,014	\$ 2,438,063	\$ 2,437,728	\$ 2,879,408
Change in Fund Balance	\$ (53,252)	\$ (566,140)	\$ (618,091)	\$ (335)	\$ 441,679
Components of Ending Fund Balance					
Operating Reserve	1,954,603	2,036,722	2,050,653	2,296,969	2,410,573
Pension Stabilization	438,758	439,884	448,777	457,735	466,693
Unrestricted, Unreserved	662,794	13,409	(61,366)	(316,975)	2,142
Total	\$ 3,056,154	\$ 2,490,014	\$ 2,438,063	\$ 2,437,728	\$ 2,879,408

Reserve Policy:
Resolution No. 55-2016
30% Annual Operating Expenditures

**COMMUNITY SERVICES CAPITAL PROJECTS FUND
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 589,400	\$ 852,390	\$ 852,390	\$ -	\$ -
REVENUES					
State Grants	\$ -	\$ 2,103,030	\$ 2,103,030	\$ 250,000	\$ 1,482,500
Developer Funding	970,954	8,331,489	8,331,489	750,000	3,642,303
Transfers in - Measure M Parks Fund	151,016	428,984	428,984	144,000	150,000
Transfers in - Park Dedication Fund	-	659,992	659,992	446,000	-
Transfers in - Community Service Fund	162,290	1,362,747	1,379,263	-	-
Transfers in - Parking Development Impact Fees F	-	410,000	410,000	-	-
Transfers in - Park Development Fees	-	1,114,232	1,114,232	-	-
Total Revenues	\$ 1,284,260	\$ 14,410,474	\$ 14,426,990	\$ 1,590,000	\$ 5,274,803
EXPENDITURES					
Fitch Mountain Park - CS001	\$ 151,016	\$ 2,875,855	\$ 2,875,855	\$ -	\$ -
Badger Park Redevelopment - CS002	-	527,500	527,500	590,000	882,500
Saggio Hills Healdsburg Park - CS003	30,343	2,253,709	2,253,709	1,000,000	4,392,303
Pavilion at 3 North Street - CS004	589,137	9,276,264	9,276,264	-	-
CC Preschool Renovations - CS005	168,593	368,148	346,052	-	-
Transfers out - Building Maintenance Fund	82,181	-	-	-	-
Total Expenditures	\$ 1,021,271	\$ 15,301,476	\$ 15,279,380	\$ 1,590,000	\$ 5,274,803
Ending Fund Balance	\$ 852,390	\$ (38,612)	\$ -	\$ -	\$ -
Change in Fund Balance	\$ 262,990	\$ (891,002)	\$ (852,390)	\$ -	\$ -



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.

Enhanced Fire Protection Fund (Measure H)

Measure H is a ½ cent countywide sales tax used to provide fire protection and emergency response services.

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.

Economic Development Fund

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

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.

SPECIAL REVENUE FUNDS

Lighting and Landscape Assessment Districts

The City currently has 7 Lighting and Landscape Assessment Districts. Residents within each district pay annual assessments to support the maintenance of lighting and landscaping in their respective districts.

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.

Opioid Settlement Fund

This fund is used to account for California opioid settlement money that is used to abate the opioid epidemic.

Other Special Revenue Fund

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

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 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 129,223	\$ 238,143	\$ 238,143	\$ 277,581	\$ 312,581
REVENUES					
Interest Income	\$ (391)	\$ -	\$ -	\$ -	\$ -
Other Revenues	-	3,362,001	3,401,439	-	-
Federal Grant	102,780	-	-	-	-
Transfer in - L & M Village Fund	2,069,801	-	-	-	-
Transfer in - Measure T	40,694	2,944,705	2,944,705	-	-
Transfers in - Media Center Fund	40,000	40,000	40,000	35,000	35,000
Transfers in - General Fund	193,157	1,301,731	1,261,731	242,943	242,943
Transfers in - Water Fund	7,204	-	-	-	-
Transfers in - Wastewater Center Fund	7,204	-	-	-	-
Transfers in - Electric Fund	7,204	-	-	-	-
Total Revenues	\$ 2,467,652	\$ 7,648,437	\$ 7,647,875	\$ 277,943	\$ 277,943
EXPENSES					
Fire Substation - OT001	\$ 40,694	\$ 7,365,494	\$ 7,365,494	\$ -	\$ -
CMMS - OT002	21,611	-	-	-	-
L&M Village - OT003	2,069,801	-	-	-	-
Operational Expense	226,626	242,943	242,943	242,943	242,943
Total Expenditures	\$ 2,358,732	\$ 7,608,437	\$ 7,608,437	\$ 242,943	\$ 242,943
Ending Working Capital	\$ 238,143	\$ 278,143	\$ 277,581	\$ 312,581	\$ 347,581
Change in Working Capital	\$ 108,920	\$ 40,000	\$ 39,438	\$ 35,000	\$ 35,000

**ENHANCED FIRE PROTECTION FUND (MEASURE H)
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 411,850
<u>REVENUES</u>					
Sales Tax	\$ -	\$ -	\$ -	\$ 753,000	\$ 1,506,000
Total Revenues	\$ -	\$ -	\$ -	\$ 753,000	\$ 1,506,000
<u>EXPENDITURES</u>					
Wages	\$ -	\$ -	\$ -	\$ 109,244	\$ 118,147
Fringe Benefits	-	-	-	46,914	48,789
Contracted Services	-	-	-	50,000	-
Information Services Service Fee	-	-	-	134,992	12,600
Total Expenditures	\$ -	\$ -	\$ -	\$ 341,150	\$ 179,536
Ending Fund Balance	\$ -	\$ -	\$ -	\$ 411,850	\$ 1,738,314
Change in Fund Balance	\$ -	\$ -	\$ -	\$ 411,850	\$ 1,326,464

**TRANSACTION AND USE TAX FUND (MEASURE T)
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 3,027,608	\$ 4,838,853	\$ 4,838,853	\$ 1,304,438	\$ 1,223,049
REVENUES					
Sales Tax	\$ 2,923,284	\$ 2,827,358	\$ 2,756,000	\$ 2,778,000	\$ 2,856,000
Interest	48,116	11,664	110,345	30,000	40,000
Transfers In	-	-	-	-	-
Total Revenues	\$ 2,971,401	\$ 2,839,022	\$ 2,866,345	\$ 2,808,000	\$ 2,896,000
EXPENDITURES					
Translation Services	\$ 24,602	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
Chamber of Commerce Agreement	115,000	100,000	100,000	60,000	60,000
Low Income Utility Discounts	41,876	62,500	41,768	62,500	62,500
Support of Local Organizations	40,000	40,000	40,000	50,000	50,000
Fire Equipment	65,000	-	-	-	-
Facility Improvements	13,819	-	-	-	-
Electronic Records Management	-	50,000	-	-	-
Universal Basic Income	150,000	100,000	100,000	-	-
Community Response Grants	-	30,000	30,000	-	-
Downtown Housing Capacity Study	-	100,000	100,000	-	-
Bollard Removal	-	48,283	41,986	-	-
Road System Maintenance	-	903,788	903,788	975,000	985,000
Fire Substation	40,694	2,944,705	2,944,705	-	-
Pavement Preventative Maintenance - ST001	-	3,588	-	-	-
Hlbg Ave Complete Streets - ST006	-	461,237	461,237	-	1,958,000
Grove Street Neighborhood Plan Implementation - ST007	345	418,477	418,477	350,000	-
Ward Street Neighborhood Revitalization - ST009	-	-	-	148,000	106,000
FY 23-24 Sidewalk Repair - ST012	-	25,000	25,000	-	-
March Ave Reconstruction - ST013	-	235,000	235,000	41,300	-
Powell Ave & Johnson - ST014	-	24,980	24,980	-	-
Cabernet Road Culvert Repair - DR002	-	-	-	300,000	-
Public Safety Position Funding	668,820	898,820	898,820	867,589	857,496
Total Expenditures	\$ 1,160,155	\$ 6,481,378	\$ 6,400,760	\$ 2,889,389	\$ 4,113,996
Ending Fund Balance	\$ 4,838,853	\$ 1,196,497	\$ 1,304,438	\$ 1,223,049	\$ 5,053
Change in Fund Balance	\$ 1,811,245	\$ (3,642,356)	\$ (3,534,415)	\$ (81,389)	\$ (1,217,996)

**TRANSIENT OCCUPANCY TAX - AFFORDABLE HOUSING (MEASURE S)
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Proposed Budget	FY 25-26 Proposed Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 1,508,801	\$ 1,513,704	\$ 1,513,704	\$ 1,986,311	\$ 1,879,848
<u>REVENUES</u>					
Transient Occupancy Tax	\$ 1,400,652	\$ 1,400,652	\$ 1,361,179	\$ 1,379,071	\$ 1,537,959
Other Revenues	755	-	2,833	-	-
Interest	12	-	114	-	-
Total Revenues	\$ 1,401,419	\$ 1,400,652	\$ 1,364,126	\$ 1,379,071	\$ 1,537,959
	-	-	-	-	-
<u>EXPENDITURES</u>					
Wages	\$ 199,400	\$ 285,930	\$ 235,428	\$ 315,219	\$ 334,383
Fringe Benefits	129,430	91,618	143,039	108,672	115,324
Meeting, Travel, and Training	1,539	-	2,734	3,000	3,000
Utility Services	1,452	1,500	1,682	1,883	2,222
Operational Expense	4,735	-	3,600	5,000	5,000
Contracted Services	200,472	360,355	403,655	367,800	246,500
Repairs and Maintenance	52,540	25,000	5,597	10,000	10,000
Overhead Allocation	36,748	38,218	38,218	70,551	72,668
Information Services Service Fee	-	-	-	32,704	36,384
Building Maintenance Service Fee	-	-	-	32,657	38,153
Insurance	14,531	16,512	16,512	24,416	28,673
Loan Disbursement	750,000	-	-	-	1,000,000
Transfers out - L & M Village Fund	-	-	41,053	513,631	845,535
Transfers out - General Debt Service Fund	5,669	-	-	-	-
Total Expenditures	\$ 1,396,516	\$ 819,133	\$ 891,518	\$ 1,485,534	\$ 2,737,841
Ending Fund Balance	\$ 1,513,704	\$ 2,095,223	\$ 1,986,311	\$ 1,879,848	\$ 679,966
Change in Fund Balance	\$ 4,903	\$ 581,519	\$ 472,608	\$ (106,463)	\$ (1,199,882)

L & M VILLAGE FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 2,749,143	\$ 287,037	\$ 287,037	\$ -	\$ -
<u>REVENUES</u>					
Federal Grants	\$ -	\$ 141,636	\$ 86,088	\$ -	\$ -
State Grants	220,000	-	-	-	-
County Grants	-	509,884	318,560	325,600	-
Other Revenues	1,204	-	-	-	-
Transfer In - Measure S	-	-	41,053	513,631	845,535
Total Revenues	\$ 221,204	\$ 651,520	\$ 445,701	\$ 839,231	\$ 845,535
<u>EXPENDITURES</u>					
Utility Services	\$ 15,116	\$ -	\$ -	\$ -	\$ -
Contracted Services	598,393	1,049,232	732,738	807,647	807,647
Insurance	-	-	-	31,584	37,888
Transfers out - L&M Rehabilitation OT003	2,069,801	-	-	-	-
Total Expenditures	\$ 2,683,310	\$ 1,049,232	\$ 732,738	\$ 839,231	\$ 845,535
Ending Fund Balance	\$ 287,037	\$ (110,675)	\$ -	\$ -	\$ -
Change in Fund Balance	\$ (2,462,106)	\$ (397,712)	\$ (287,037)	\$ -	\$ -

LONG RANGE PLANNING FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Estimated Beginning Fund Balance	\$ 292,481	\$ 325,919	\$ 325,919	\$ 359,921	\$ 395,133
<u>REVENUES</u>					
General Plan Update Surcharge	\$ 33,438	\$ 30,000	\$ 34,002	\$ 35,212	\$ 32,635
Interest Income	-	-	-	-	-
Total Revenues	\$ 33,438	\$ 30,000	\$ 34,002	\$ 35,212	\$ 32,635
<u>EXPENDITURES</u>					
Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operational Expenses	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 325,919	\$ 355,919	\$ 359,921	\$ 395,133	\$ 427,768
Change in Fund Balance	\$ 33,438	\$ 30,000	\$ 34,002	\$ 35,212	\$ 32,635

**ECONOMIC DEVELOPMENT FUND
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Estimated Beginning Fund Balance	\$ 48,564	\$ 48,964	\$ 48,964	\$ 50,050	\$ 51,289
<u>REVENUES</u>					
Interest Income	\$ 400	\$ 517	\$ 1,086	\$ 1,238	\$ 1,238
Other Revenues	-	-	-	-	-
Total Revenues	\$ 400	\$ 517	\$ 1,086	\$ 1,238	\$ 1,238
<u>EXPENDITURES</u>					
Operational Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 48,964	\$ 49,481	\$ 50,050	\$ 51,289	\$ 52,527
Change in Fund Balance	\$ 400	\$ 517	\$ 1,086	\$ 1,238	\$ 1,238

GAS TAX FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 154,854	\$ 96,467	\$ 96,467	\$ -	\$ 21,832
<u>REVENUES</u>					
Gas Tax	\$ 292,628	\$ 361,465	\$ 316,185	\$ 321,203	\$ 324,385
Interest Income	1,686	2,350	2,998	3,529	3,529
Total Revenues	\$ 294,314	\$ 363,815	\$ 319,183	\$ 324,732	\$ 327,914
<u>EXPENDITURES</u>					
Contracted Services	\$ 2,700	\$ 2,900	\$ 2,700	\$ 2,900	\$ 2,900
Transfers out - Streets Fund	350,000	500,000	412,950	300,000	300,000
Total Expenditures	\$ 352,700	\$ 502,900	\$ 415,650	\$ 302,900	\$ 302,900
Ending Fund Balance	\$ 96,467	\$ (42,618)	\$ -	\$ 21,832	\$ 46,847
Change in Fund Balance	\$ (58,386)	\$ (139,085)	\$ (96,467)	\$ 21,832	\$ 25,014

ROAD REPAIR AND ACCOUNTABILITY FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 770,053	\$ 1,033,988	\$ 1,033,988	\$ 1,329,326	\$ 212,570
REVENUES					
State SB1 Road Maintenance and Repairs	\$ 252,322	\$ 274,357	\$ 270,684	\$ 289,347	\$ 292,240
Interest Income	16,974	5,946	24,653	27,898	27,898
Total Revenues	\$ 269,295	\$ 280,303	\$ 295,337	\$ 317,245	\$ 320,138
EXPENDITURES					
Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers out - Pavement Preventative Maint. - ST001	-	236,000	-	-	-
Transfers out - March Avenue Reconstruction - ST013	5,360	-	-	1,434,000	-
Total Expenditures	\$ 5,360	\$ 236,000	\$ -	\$ 1,434,000	\$ -
Ending Fund Balance	\$ 1,033,988	\$ 1,078,291	\$ 1,329,326	\$ 212,570	\$ 532,708
Change in Fund Balance	\$ 263,936	\$ 44,303	\$ 295,337	\$ (1,116,755)	\$ 320,138

LIGHTING AND LANDSCAPING ASSESSMENT DISTRICTS
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 284,947	\$ 338,054	\$ 338,054	\$ 345,271	\$ 512,089
REVENUES					
Special Assessments	\$ 248,583	\$ 254,374	\$ 256,060	\$ 410,895	\$ 410,895
Interest Income	5,984	1,049	6,528	7,432	7,432
Transfer in - Community Services Fund	17,106	17,346	17,346	14,869	14,869
Total Revenues	\$ 271,673	\$ 272,769	\$ 279,934	\$ 433,196	\$ 433,196
EXPENDITURES					
Wages	\$ 21,807	\$ 26,296	\$ 22,140	\$ 28,000	\$ 28,825
Overtime	(53)	130	234	268	268
Fringe Benefits	18,124	12,236	19,708	15,600	16,642
Utility Services	24,494	47,993	33,226	44,423	47,537
Government Fees	32	30	32	32	32
Operational Expense	-	1,976	1,916	2,399	2,441
Contracted Services	122,704	110,718	107,004	152,374	172,808
Repairs and Maintenance	6,730	74,750	64,500	6,000	7,000
Overhead Allocation	18,077	19,610	19,610	15,628	16,096
Insurance	3,817	4,347	4,347	1,655	1,901
Transfers out - General Debt Service Fund	2,833	-	-	-	\$ -
Total Expenditures	\$ 218,565	\$ 298,086	\$ 272,717	\$ 266,379	\$ 293,550
Ending Fund Balance	\$ 338,054	\$ 312,737	\$ 345,271	\$ 512,089	\$ 651,735
Change in Fund Balance	\$ 53,108	\$ (25,317)	\$ 7,217	\$ 166,817	\$ 139,646

**NORTH AREA MAINTENANCE FUND
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Estimated Beginning Fund Balance	\$ 1,662	\$ 1,662	\$ 1,662	\$ 1,662	\$ 1,662
<u>REVENUES</u>					
Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -
Development Fees	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -
<u>EXPENDITURES</u>					
Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operational Expenses	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 1,662	\$ 1,662	\$ 1,662	\$ 1,662	\$ 1,662
Change in Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

**BENJAMIN MAINTENANCE DISTRICT FUND
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 7,749	\$ 7,918	\$ 7,918	\$ 8,094	\$ 8,294
<u>REVENUES</u>					
Interest Income	\$ 169	\$ 39	\$ 176	\$ 200	\$ 200
Total Revenues	\$ 169	\$ 39	\$ 176	\$ 200	\$ 200
<u>EXPENDITURES</u>					
Operational Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 7,918	\$ 7,957	\$ 8,094	\$ 8,294	\$ 8,494
Change in Fund Balance	\$ 169	\$ 39	\$ 176	\$ 200	\$ 200

PUBLIC SAFETY FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 106,536	\$ 104,125	\$ 104,125	\$ 105,848	\$ 43,980
REVENUES					
Federal Grant	\$ -	\$ -	\$ -	\$ 40,833	\$ -
CUPA Certified Unified Program	-	-	-	-	-
Abandoned Vehicle Abatement	-	-	25,722	-	-
Asset Forfeiture	-	-	-	-	-
Total Revenues	\$ -	\$ -	\$ 25,722	\$ 40,833	\$ -
EXPENDITURES					
Meeting, Travel, and Training	\$ 1,603	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Operational Expense	809	19,000	19,000	97,701	2,500
Total Expenditures	\$ 2,411	\$ 24,000	\$ 24,000	\$ 102,701	\$ 7,500
Ending Fund Balance	\$ 104,125	\$ 80,125	\$ 105,848	\$ 43,980	\$ 36,480
Change in Fund Balance	\$ (2,411)	\$ (24,000)	\$ 1,722	\$ (61,868)	\$ (7,500)

OPIOID SETTLEMENT FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ -	\$ 60,691	\$ 60,691	\$ 53,748	\$ 43,204
<u>REVENUES</u>					
Other Revenues - NOATII	\$ 2,926	\$ -	\$ 3,443	\$ 2,000	\$ 2,000
Other Revenues - Janssen Settlement	21,171	-	11,149	17,469	19,329
Other Revenues - Distributors Settlement	36,594	-	24,678	19,986	19,986
Total Revenues	\$ 60,691	\$ -	\$ 39,270	\$ 39,455	\$ 41,315
<u>EXPENDITURES</u>					
Contracted Services	\$ -	\$ 19,300	\$ 19,300	\$ 50,000	\$ 50,000
Transfers out - Vehicle Replacement Fund	-	26,913	26,913	-	-
Total Expenditures	\$ -	\$ 46,213	\$ 46,213	\$ 50,000	\$ 50,000
Ending Fund Balance	\$ 60,691	\$ 14,478	\$ 53,748	\$ 43,204	\$ 34,519
Change in Fund Balance	\$ 60,691	\$ (46,213)	\$ (6,943)	\$ (10,545)	\$ (8,685)

STRONG MOTION EDUCATION AND DATA FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 5,871	\$ 6,926	\$ 6,926	\$ 7,358	\$ 7,736
<u>REVENUES</u>					
Interest Income	\$ 127	\$ 26	\$ 157	\$ 179	\$ 179
Other Revenues	928	200	275	200	200
Total Revenues	\$ 1,054	\$ 226	\$ 432	\$ 379	\$ 379
<u>EXPENDITURES</u>					
Operational Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 6,926	\$ 7,152	\$ 7,358	\$ 7,736	\$ 8,115
Change in Fund Balance	\$ 1,054	\$ 226	\$ 432	\$ 379	\$ 379

MEDIA CENTER FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 8,813	\$ 7,373	\$ 7,373	\$ 3,960	\$ 3,960
REVENUES					
PEG Access Fees	\$ 38,559	\$ 40,000	\$ 36,587	\$ 35,000	\$ 35,000
Total Revenues	\$ 38,559	\$ 40,000	\$ 36,587	\$ 35,000	\$ 35,000
EXPENDITURES					
Transfers out - General Capital Replacement Fund	\$ 40,000	\$ 40,000	\$ 40,000	\$ 35,000	\$ 35,000
Total Expenditures	\$ 40,000	\$ 40,000	\$ 40,000	\$ 35,000	\$ 35,000
Ending Fund Balance	\$ 7,373	\$ 7,373	\$ 3,960	\$ 3,960	\$ 3,960
Change in Fund Balance	\$ (1,441)	\$ -	\$ (3,413)	\$ -	\$ -

**SONOMA COUNTY PARKS IMPROVEMENT FUND (COUNTY MEASURE M)
FY 24-25 & FY 25-26 Biennial Budget**

	FY 23-24			FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 211,219	\$ 232,343	\$ 232,343	\$ (22,133)	\$ 414
<u>REVENUES</u>					
Sales Tax - Measure M	\$ 166,873	\$ 185,961	\$ 168,707	\$ 160,000	\$ 160,000
Interest Income	5,268	67	5,801	6,547	6,547
Total Revenues	\$ 172,141	\$ 186,028	\$ 174,507	\$ 166,547	\$ 166,547
<u>EXPENDITURES</u>					
Transfers out - Fitch Mountain Park - CS001	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ -
Transfers out - Badger Park Redevelopment - CS002	151,016	228,984	228,984	144,000	150,000
Total Expenditures	\$ 151,016	\$ 428,984	\$ 428,984	\$ 144,000	\$ 150,000
Ending Fund Balance	\$ 232,343	\$ (10,613)	\$ (22,133)	\$ 414	\$ 16,960
Change in Fund Balance	\$ 21,125	\$ (242,956)	\$ (254,477)	\$ 22,547	\$ 16,547

PARK DEDICATION FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 23-24			FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 57,797	\$ 576,626	\$ 576,626	\$ 432,993	\$ 13,855
<u>REVENUES</u>					
Miscellaneous Development Fees	\$ 516,827	\$ -	\$ 492,788	\$ -	\$ -
Interest Income	2,002	1,857	23,571	26,862	26,862
Total Revenues	\$ 518,829	\$ 1,857	\$ 516,360	\$ 26,862	\$ 26,862
<u>EXPENDITURES</u>					
Operational Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers out - Badger Park Redevelopment - CS002	-	60,000	60,000	446,000	-
Transfers out - Pavilion at 3 North Street - CS004	-	599,992	599,992	-	-
Total Expenditures	\$ -	\$ 659,992	\$ 659,992	\$ 446,000	\$ -
Ending Fund Balance	<u>\$ 576,626</u>	<u>\$ (81,509)</u>	<u>\$ 432,993</u>	<u>\$ 13,855</u>	<u>\$ 40,717</u>
Change in Fund Balance	\$ 518,829	\$ (658,135)	\$ (143,632)	\$ (419,138)	\$ 26,862

HOUSING AGENCY FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 30,618	\$ 135,200	\$ 135,200	\$ 131,088	\$ 130,438
REVENUES					
Interest Income	\$ 18,394	\$ -	\$ -	\$ -	\$ -
Excess Cash Distribution	77,073	-	-	-	-
Rent Received	10,112	-	-	-	-
Total Revenues	\$ 105,578	\$ -	\$ -	\$ -	\$ -
EXPENSES					
Government Fees	\$ 596	\$ 600	\$ 600	\$ 600	\$ 600
Contracted Services	-	3,500	3,096	-	-
Overhead Allocation	400	416	416	50	52
Total Expenses	\$ 996	\$ 4,516	\$ 4,112	\$ 650	\$ 652
Ending Working Capital	\$ 135,200	\$ 130,684	\$ 131,088	\$ 130,438	\$ 129,786
Change in Working Capital	\$ 104,582	\$ (4,516)	\$ (4,112)	\$ (650)	\$ (652)

**GENERAL DEBT SERVICE FUND
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 170,993	\$ 165,391	\$ 165,391	\$ 165,391	\$ 150,251
<u>REVENUES</u>					
Interest Income	\$ 1	\$ -	\$ -	\$ -	\$ -
Transfers in - General Fund	378,672	-	-	-	-
Transfers in - Measure S	5,669	-	-	-	-
Transfers in - Lighting and Landscaping Assessment District	2,833	-	-	-	-
Transfers in - Streets Fund	17,857	-	-	-	-
Transfers in - Airport Fund	850	-	-	-	-
Transfers in - Community Services Fund	1,385,482	107,778	107,778	107,778	107,778
Transfers in - Vehicle Services Fund	14,739	-	-	-	-
Transfers in - Information Services Fund	22,675	-	-	-	-
Transfers in - Building Maintenance Fund	11,337	-	-	-	-
Total Revenues	\$ 1,840,115	\$ 107,778	\$ 107,778	\$ 107,778	\$ 107,778
<u>EXPENDITURES</u>					
Debt Service	\$ 1,845,717	\$ 107,778	\$ 107,778	\$ 122,918	\$ 122,918
Bank Fees	-	5,000	-	-	-
Total Expenditures	\$ 1,845,717	\$ 112,778	\$ 107,778	\$ 122,918	\$ 122,918
Ending Fund Balance	\$ 165,391	\$ 160,391	\$ 165,391	\$ 150,251	\$ 135,111
Change in Fund Balance	\$ (5,603)	\$ (5,000)	\$ -	\$ (15,140)	\$ (15,140)



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 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 134,464	\$ 9,763	\$ 9,763	\$ (121,045)	\$ (121,045)
<u>REVENUES</u>					
Development Impact Fees	\$ 15,789	\$ -	\$ 7,591	\$ -	\$ -
Interest Income	2,882	1,178	(26)	-	-
Total Revenues	\$ 18,671	\$ 1,178	\$ 7,564	\$ -	\$ -
<u>EXPENDITURES</u>					
Transfers out - Vehicle Replacement Fund	\$ 143,372	\$ 138,372	\$ 138,372	\$ -	\$ -
Total Expenditures	\$ 143,372	\$ 138,372	\$ 138,372	\$ -	\$ -
Ending Fund Balance	\$ 9,763	\$ (127,431)	\$ (121,045)	\$ (121,045)	\$ (121,045)
Change in Fund Balance	\$ (124,701)	\$ (137,194)	\$ (130,808)	\$ -	\$ -

PARKING DEVELOPMENT IMPACT FEES FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 406,031	\$ 410,878	\$ 410,878	\$ 9,999	\$ 20,395
<u>REVENUES</u>					
Development Impact Fees	\$ 27,014	\$ -	\$ -	\$ -	\$ -
Interest Income	9,722	2,019	9,121	10,396	10,396
Total Revenues	\$ 36,735	\$ 2,019	\$ 9,121	\$ 10,396	\$ 10,396
<u>EXPENDITURES</u>					
Contracted Services	\$ 31,888	\$ -	\$ -	\$ -	\$ -
Transfers - Pavilion at 3 North Street - CS004	-	410,000	410,000	-	-
Total Expenditures	\$ 31,888	\$ 410,000	\$ 410,000	\$ -	\$ -
Ending Fund Balance	\$ 410,878	\$ 2,897	\$ 9,999	\$ 20,395	\$ 30,791
Change in Fund Balance	\$ 4,847	\$ (407,981)	\$ (400,879)	\$ 10,396	\$ 10,396

STREETS DEVELOPMENT IMPACT FEES FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 1,219,595	\$ 1,422,782	\$ 1,422,782	\$ 1,569,838	\$ 1,607,012
<u>REVENUES</u>					
Development Impact Fees	\$ 175,329	\$ -	\$ 114,326	\$ -	\$ -
Interest Income	27,858	11,240	32,730	37,175	37,175
Total Revenues	\$ 203,187	\$ 11,240	\$ 147,055	\$ 37,175	\$ 37,175
<u>EXPENDITURES</u>					
Transfers out - Streets Capital Projects Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 1,422,782	\$ 1,434,022	\$ 1,569,838	\$ 1,607,012	\$ 1,644,187
Change in Fund Balance	\$ 203,187	\$ 11,240	\$ 147,055	\$ 37,175	\$ 37,175

WATER DEVELOPMENT IMPACT FEES FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 1,233,673	\$ 1,344,155	\$ 1,344,155	\$ 1,364,772	\$ 1,842,070
REVENUES					
Development Impact Fees	\$ 85,449	\$ -	\$ 55,244	\$ -	\$ -
Transfer In - Water Capital Fund	-	-	-	1,000,000	-
Interest Income	46,001	11,026	30,370	34,558	34,558
Total Revenues	\$ 131,451	\$ 11,026	\$ 85,614	\$ 1,034,558	\$ 34,558
EXPENDITURES					
Transfers - Hbg Ave Utility Replacement - SE004	\$ -	\$ 64,997	\$ 64,997	\$ 557,260	\$ -
Transfers - Water Operating Fund	20,969	422,162	-	-	-
Total Expenditures	\$ 20,969	\$ 487,159	\$ 64,997	\$ 557,260	\$ -
Ending Fund Balance	\$ 1,344,155	\$ 868,022	\$ 1,364,772	\$ 1,842,070	\$ 1,876,628
Change in Fund Balance	\$ 110,482	\$ (476,133)	\$ 20,617	\$ 477,298	\$ 34,558

WASTEWATER DEVELOPMENT IMPACT FEES FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 2,842,077	\$ 3,387,526	\$ 3,387,526	\$ 3,479,102	\$ 3,691,065
REVENUES					
Development Impact Fees	\$ 666,473	\$ -	\$ 173,635	\$ -	\$ -
Transfer In - Wastewater Capital Fund	\$ -	\$ -	\$ -	\$ 500,000	\$ -
Interest Income	74,554	16,582	76,716	87,261	87,261
Total Revenues	\$ 741,026	\$ 16,582	\$ 250,351	\$ 587,261	\$ 87,261
EXPENDITURES					
Transfers - Hbg Ave Utility Replacement - SE004	\$ -	\$ 43,774	\$ 43,774	\$ 375,298	\$ -
Transfers - Sewer Operating Fund	195,577	227,090	115,000	-	-
Total Expenditures	\$ 195,577	\$ 270,864	\$ 158,774	\$ 375,298	\$ -
Ending Fund Balance	\$ 3,387,526	\$ 3,133,244	\$ 3,479,102	\$ 3,691,065	\$ 3,778,326
Change in Fund Balance	\$ 545,449	\$ (254,282)	\$ 91,577	\$ 211,963	\$ 87,261

DRAINAGE DEVELOPMENT IMPACT FEES FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 1,242,622	\$ 1,405,294	\$ 1,405,294	\$ 1,378,209	\$ 595,421
<u>REVENUES</u>					
Development Impact Fees	\$ 138,605	\$ -	\$ 36,765	\$ -	\$ -
Interest Income	24,068	5,895	31,655	36,043	36,043
Total Revenues	\$ 162,672	\$ 5,895	\$ 68,421	\$ 36,043	\$ 36,043
<u>EXPENDITURES</u>					
Transfers - Hbg Ave Utility Replacement - SE004	\$ -	\$ 95,506	\$ 95,506	\$ 818,831	\$ -
Total Expenditures	\$ -	\$ 95,506	\$ 95,506	\$ 818,831	\$ -
Ending Fund Balance	\$ 1,405,294	\$ 1,315,683	\$ 1,378,209	\$ 595,421	\$ 631,464
Change in Fund Balance	\$ 162,672	\$ (89,611)	\$ (27,085)	\$ (782,788)	\$ 36,043

ELECTRIC DEVELOPMENT IMPACT FEES FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 107,492	\$ 126,740	\$ 126,740	\$ 133,512	\$ 136,781
REVENUES					
Development Impact Fees	\$ 7,832	\$ -	\$ 3,900	\$ -	\$ -
Interest Income	11,416	3,231	2,872	3,269	3,269
Total Revenues	\$ 19,248	\$ 3,231	\$ 6,772	\$ 3,269	\$ 3,269
EXPENDITURES					
Transfers out - Electric Capital Replacement Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 126,740	\$ 129,971	\$ 133,512	\$ 136,781	\$ 140,050
Change in Fund Balance	\$ 19,248	\$ 3,231	\$ 6,772	\$ 3,269	\$ 3,269

PARK DEVELOPMENT IMPACT FEES FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 998,404	\$ 1,114,032	\$ 1,114,032	\$ 39,975	\$ 52,460
<u>REVENUES</u>					
Development Impact Fees	\$ 91,663	\$ -	\$ 15,119	\$ -	\$ -
Development Royalties	244	200	240	240	240
Interest Income	23,722	-	24,815	12,245	1,235
Total Revenues	\$ 115,629	\$ 200	\$ 40,174	\$ 12,485	\$ 1,475
<u>EXPENDITURES</u>					
Operational Expense	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Services	-	-	-	-	-
Transfers out - Fitch Mountain Park - CS001	-	671,569	671,569	-	-
Transfers out - Pavilion at 3 North Street - CS004	-	442,663	442,663	-	-
Total Expenditures	\$ -	\$ 1,114,232	\$ 1,114,232	\$ -	\$ -
Ending Fund Balance	\$ 1,114,032	\$ -	\$ 39,975	\$ 52,460	\$ 53,935
Change in Fund Balance	\$ 115,629	\$ (1,114,032)	\$ (1,074,058)	\$ 12,485	\$ 1,475



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 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 3,556,144	\$ 3,423,139	\$ 3,423,139	\$ 3,357,212	\$ 3,350,693
REVENUES					
Property Tax	\$ 3,502,551	\$ 3,732,434	\$ 3,789,620	\$ 3,733,465	\$ 3,752,582
Interest Income	29,494	10,211	15,774	17,197	17,197
Other Revenues	223,328	224,484	-	230,696	230,696
Total Revenues	\$ 3,755,373	\$ 3,967,129	\$ 3,805,394	\$ 3,981,358	\$ 4,000,475
EXPENSES					
Bank Fees	\$ 8,750	\$ 8,750	\$ 8,750	\$ 8,750	\$ 8,750
Transfer out - General Fund	250,000	250,000	250,000	250,000	250,000
Transfers out - Post RDA Debt Retirement Fund	3,629,628	3,612,570	3,612,570	3,729,128	3,725,080
Total Expenses	\$ 3,888,378	\$ 3,871,320	\$ 3,871,320	\$ 3,987,878	\$ 3,983,830
Ending Working Capital	\$ 3,423,139	\$ 3,518,948	\$ 3,357,212	\$ 3,350,693	\$ 3,367,338
Change in Working Capital	\$ (133,005)	\$ 95,809	\$ (65,926)	\$ (6,520)	\$ 16,645

**POST RDA DEBT RETIREMENT FUND
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 1,910,165	\$ 1,997,095	\$ 1,997,095	\$ 2,046,678	\$ 2,211,017
REVENUES					
Interest Income	\$ 39,022	\$ -	\$ 49,193	\$ 45,000	\$ 45,000
Lease Revenue	119,340	119,340	119,340	119,340	119,340
Transfers in - Post RDA Successor Agency Fund	3,629,628	3,612,570	3,612,570	\$ 3,729,128	\$ 3,725,080
Total Revenues	\$ 3,787,990	\$ 3,731,910	\$ 3,781,103	\$ 3,893,468	\$ 3,889,420
EXPENSES					
Debt Service	\$ 3,701,060	\$ 3,731,520	\$ 3,731,520	\$ 3,729,129	\$ 3,725,080
Total Expenses	\$ 3,701,060	\$ 3,731,520	\$ 3,731,520	\$ 3,729,129	\$ 3,725,080
Ending Working Capital	\$ 1,997,095	\$ 1,997,485	\$ 2,046,678	\$ 2,211,017	\$ 2,375,357
Change in Working Capital	\$ 86,930	\$ 390	\$ 49,583	\$ 164,339	\$ 164,340



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 Redwood Empire Municipal Insurance Fund (REMIF), which is a self-insured joint powers authority (governmental entity) established in 1976 to handle the insurance claims, benefit programs, and risk management needs of fifteen (15) member cities. Effective July 1, 2021, REMIF merged with the Public Agency Risk Sharing Authority of California (PARSAC) to form CIRA

The City is an associate member of the California Intergovernmental Risk Authority (CIRA), a public entity pool comprised of forty-nine northern California member cities/towns and one fire district. CIRA is organized under a Joint Powers Agreement pursuant to the California Government Code. The purpose of CIRA is to arrange and administer programs of insurance for the pooling of self-insured losses and to purchase excess insurance coverage and provide risk management services. By participating in CIRA, the City is able to provide quality, cost-effective benefits to eligible recipients.

**INSURANCE AND BENEFITS FUND
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 150,747	\$ 190,923	\$ 190,923	\$ 341,700	\$ 341,699
<u>REVENUES</u>					
Charges for Services	\$ 1,571,056	\$ 1,756,905	\$ 1,756,905	\$ 1,733,299	\$ 2,027,093
Total Revenues	\$ 1,571,056	\$ 1,756,905	\$ 1,756,905	\$ 1,733,299	\$ 2,027,093
<u>EXPENSES</u>					
Insurance	\$ 1,530,881	\$ 1,756,905	\$ 1,606,128	\$ 1,733,299	\$ 2,027,093
Total Expense	\$ 1,530,881	\$ 1,756,905	\$ 1,606,128	\$ 1,733,299	\$ 2,027,093
Ending Working Capital	\$ 190,923	\$ 190,923	\$ 341,700	\$ 341,699	\$ 341,699
Change in Working Capital	\$ 40,175	\$ -	\$ 150,777	\$ (0)	\$ (0)

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 2022-23 and 2023-24

- Hired new Fleet Mechanic and Service Writer

MAJOR DIVISIONAL GOALS FOR FY 2024-25 and 2025-26

- ◆ Develop and Implement Workplace EV Strategy
- ◆ Transition to Fuel Card-Lock System

VEHICLE SERVICES FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 23-24			FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
	FY 22-23 Actual	Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 1,871,335	\$ 65,737	\$ 65,737	\$ 70,568	\$ 89,282
<u>REVENUES</u>					
Service, Maintenance & Replacement Fees	\$ 1,051,219	\$ 1,086,402	\$ 1,086,402	\$ 1,145,624	\$ 1,165,777
Interest income	57,801	-	(2,068)	-	-
Other Revenues	20	-	8,934	-	-
Contributions & Donations	30,000	-	-	-	-
Sales of Surplus Property	13,798	-	5,900	-	-
Transfers in - Fire Impact Fee Fund	143,372	138,372	138,372	-	-
Transfers in - General Fund	348,333	348,333	348,333	-	-
Total Revenues	\$ 1,644,543	\$ 1,573,107	\$ 1,585,873	\$ 1,145,624	\$ 1,165,777
<u>EXPENSES</u>					
Wages	\$ 225,868	\$ 281,868	\$ 237,840	\$ 312,231	\$ 321,472
Overtime	1,471	391	-	-	-
Fringe Benefits	209,171	186,064	241,566	160,394	170,446
Personal Protective Equipment	5,239	1,954	1,738	3,093	3,186
Meeting, Travel, and Training	4,294	5,150	1,450	5,000	5,150
License, Dues, Certs, Membrshps	520	275	275	275	275
Telecommunication & Data Services	1,401	1,252	1,235	1,395	1,437
Utility Services	8,999	7,948	6,203	9,724	11,474
Office Supplies	-	52	-	50	52
Government Fees	2,215	2,575	2,345	2,500	2,575
Operational Expense	340,366	309,585	325,515	318,888	337,098
Contracted Services	83,222	95,766	32,073	85,002	87,552
Repairs and Maintenance	653	-	1,778	1,000	1,030
Land, Bldg, Vehicles and Equipment	519,145	491,705	491,705	-	-
Overhead Allocation	165,251	171,861	171,861	153,670	158,280
Information Services Service Fee	-	-	-	57,788	57,337
Insurance	19,839	21,662	21,662	15,900	18,272
Transfers out - Vehicle Replacement Fund	1,847,749	43,798	43,798	-	-
Transfers out - Debt Service Fund	14,739	-	-	-	-
Total Expense	\$ 3,450,141	\$ 1,621,906	\$ 1,581,042	\$ 1,126,910	\$ 1,175,636
Ending Working Capital	\$ 65,737	\$ 16,938	\$ 70,568	\$ 89,282	\$ 79,423
Change in Working Capital	\$ (1,805,598)	\$ (48,799)	\$ 4,831	\$ 18,714	\$ (9,859)

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 2022-23 and 2023-24

- Purchased eleven (11) vehicles, one trailer, one electric line truck, and two (2) pieces of specialized equipment.
- Sold six pieces of equipment and/or vehicles at surplus for a total of \$28,000

MAJOR DIVISIONAL GOALS FOR FY 2024-25 and 2025-26

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

VEHICLE REPLACEMENT FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ -	\$ 2,269,578	\$ 2,269,578	\$ 2,063,192	\$ 1,202,558
REVENUES					
Service, Maintenance & Replacement Fees	\$ 706,941	\$ 572,023	\$ 572,023	\$ 1,330,952	\$ 1,330,952
Interest income	(17,327)	7,028	51,982	59,412	59,412
Sale of Property & Vehicles	46,083	-	-	-	-
Transfers in - Vehicle Service Fund	1,847,749	43,798	43,798	-	-
Transfer in - Opioid Settlement Fund	-	26,913	26,913	-	-
Total Revenues	\$ 2,583,447	\$ 649,762	\$ 694,716	\$ 1,390,364	\$ 1,390,364
EXPENSES					
Vehicles and Equipment - Community Services	\$ 92,955	\$ 132,735	\$ 89,411	\$ 63,130	\$ -
Vehicles and Equipment - Police	18,153	170,162	183,872	183,623	199,578
Vehicles and Equipment - Fire	68,988	108,593	115,734	838,224	-
Vehicles and Equipment - Street Ops.	-	19,821	21,922	50,004	-
Vehicles and Equipment - Water Dist.	-	19,821	21,922	50,004	-
Vehicles and Equipment - Sewer Mains	-	20,421	22,587	50,004	-
Vehicles and Equipment - Water Ops.	18,295	64,323	34,572	-	61,108
Vehicles and Equipment - Wastewater Ops.	18,457	64,323	34,572	-	61,108
Vehicles and Equipment - Electric Dist.	97,021	358,097	376,510	1,016,009	236,393
Total Expense	\$ 313,868	\$ 958,294	\$ 901,102	\$ 2,250,998	\$ 558,187
Ending Working Capital	\$ 2,269,578	\$ 1,961,046	\$ 2,063,192	\$ 1,202,558	\$ 2,034,734
Change in Working Capital	\$ 2,269,578	\$ (308,532)	\$ (206,386)	\$ (860,634)	\$ 832,177

INFORMATION SERVICES FUND

The information technology (IT) division ensures that all city technology, internet and phone connections, software, audio video systems, and geographic information system (GIS) data can be utilized effectively by City staff and where applicable by the general public. Additionally, the IT division is responsible for technology innovation, business automation, cyber security and information security policy and program management, technology and data policy guidance, city-wide technology project and infrastructure management, securing and monitoring the City's technology systems and data, digital business continuity and disaster recovery, ensuring connectivity between City facilities, and end-user helpdesk and support in a 24/7/365 operational environment.

Critical IT Division Functions

- Technology and Information Security
- 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 Systems Administration, Data Management, and Support
- End User Support and Training

MAJOR DIVISIONAL TASKS COMPLETED FY 2022-23 and 2023-24

- GIS Systems Infrastructure and Data Set Re-build
 - Enhancements to the City's Web Mapping capability, including:
 - Field worker-based data collection directly into the GIS system
 - Dashboards and Storyboards
 - Improved data editing processes
 - NearMap new aerial photos
 - Prep cloud environment for Decommission.
 - Rebuild GIS Service Infrastructure
 - Build GIS Development environment.
- Upgraded network cabling at Police Station
- Deployed a unified City VoIP system to all staff and sites
- Continued Service-Now implementation
 - IT- Asset Refresh, Business Demand/Project Planning and Mgt, Keys/Cards Management, Discovery and Service Mapping
- Plaza Park Public Wifi Implementation
- Completed IT Security Audit and Security Penetration Testing
- Implemented Phishing Testing and Training for Staff
- Deployed Cisco Identity Services Engine for enhanced network security
- Moved user-based storage to Office 365 OneDrive for better access from all devices and locations and reduced on-site server resources
- Completed Physical IT Inventory Audit

INFORMATION SERVICES FUND

MAJOR DIVISIONAL TASKS COMPLETED FY 2022-23 and 2023-24 (continued)

- ☑ Built Mobile Video Conferencing Cart for Police Department / EOC
- ☑ Enhanced Battery Backup Systems at Police Department
- ☑ Implemented dark fiber site-to-site network connections to increase speeds and reliability, but maintain costs
- ☑ Implemented 5x internet speeds at City Hall and Police Department
- ☑ Reviewed and Increased remote access capabilities of the City
- ☑ Disaster Recover and Cloud Backup of Data enhancements
- ☑ Implemented Network, Data Center, and Security Enhancements
 - SSO and MFA login enhancements
 - DNS Security
 - Netflow Analysis
- ☑ Reviewed anti-virus platform for replacement
- ☑ Upgrade 1/5th of staff computers per year using new computer standards and department-based needs assessments via Service Now Automation
- ☑ Upgraded EOC conference room technology
- ☑ Consolidated and true-up Microsoft Server Licensing
- ☑ Reviewed and Implemented critical cloud backup options for core City and Police data
- ☑ Continued development of business process automation

MAJOR DIVISIONAL GOALS FOR FY 2024-25 and 2025-26

- ◆ Sign a 5-year Cisco Enterprise Agreement for Security Software at significant savings
- ◆ 8-Year Technology Refresh
 - Design, Purchase, and implement the full replacement of City Wide Network, Data Center, Storage, and Backup technology
 - Operationalize Replacement/Refresh program
- ◆ Continue Service-Now Development and implementation
 - Change Mgt, Business Demand/Project Planning and Mgt, Problem Management, Discovery and Service Mapping
 - Non-IT – System Assessment, Upgrades, HR, Upgrades, Mobility Enhancements, Employee Center Portal, System-wide consistency
- ◆ Implement Network, Camera, and AV equipment for the new Fire Sub-Station
- ◆ Implement Access Control for the new Fire Sub-Station
- ◆ Implement Network and Security Cameras for Foley Pavillion
- ◆ Implement Access Control for Foley Pavillion
- ◆ Annual IT Security Assessment and Penetration Testing
- ◆ Microsoft Sharepoint Core Build
 - Move shared storage to Office 365 Sharepoint for better access from all devices and locations and reduced on-site server resources
- ◆ Implement dark fiber to the Fire Sub-Station and Foley Pavillion

INFORMATION SERVICES FUND

MAJOR DIVISIONAL GOALS FOR FY 2024-25 and 2025-26 (continued)

- ◆ Upgrade 1/5th of staff computers per year using new computer standards and department-based needs assessments.
- ◆ Further develop IT Security Program
- ◆ Develop IT Governance and Policy Program
 - General IT Procedures Guide
 - End User IT Policies
 - Incident Response Plan including Ransomware.
 - Technology Purchasing Practices
 - City-wide IT Project Review and Intake Process
- ◆ Remediate previous Security Audit and Pen Testing Results
- ◆ GIS Systems Rebuild Continues - Data Cleanup Effort phase
 - Field worker-based data collection directly into the GIS system
 - Dashboards and Storyboards
 - Improved data editing processes
- ◆ Continue development of business process automation

INFORMATION SERVICES FUND
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 1,103,600	\$ 1,389,431	\$ 1,389,431	\$ 1,117,570	\$ 717,554
<u>REVENUES</u>					
Service, Maintenance & Replacement Fees	\$ 2,717,972	\$ 3,071,729	\$ 3,071,729	\$ 3,727,199	\$ 3,547,667
Interest Income	26,155	9,507	30,660	-	-
Other Revenues	-	-	541	-	-
Total Revenues	\$ 2,744,127	\$ 3,081,236	\$ 3,102,930	\$ 3,727,199	\$ 3,547,667
<u>EXPENSES</u>					
Wages	\$ 350,179	\$ 501,603	\$ 423,613	\$ 514,732	\$ 530,173
Overtime	76,500	65,750	78,367	77,750	77,750
Fringe Benefits	262,885	201,633	291,345	250,841	267,462
Personal Protective Equipment	-	300	-	300	300
Part Time Wages	33,660	40,000	34,980	50,000	50,000
Rentals and Leases	37,812	103,739	106,624	127,511	141,087
Meeting, Travel, and Training	11,434	12,000	10,495	20,000	20,000
License, Dues, Certs, Membrshps	1,040	1,500	400	1,500	1,500
Telecommunication & Data Services	95,127	192,188	126,952	181,834	200,007
Office Supplies	1,948	5,000	1,849	-	-
Operational Expense	105,834	281,106	251,308	165,952	172,427
Contracted Services	1,165,548	1,666,663	1,672,291	2,239,013	1,781,582
Debt Service	650	-	-	-	-
Land, Bldg, Vehicles and Equipment	93,060	134,040	167,040	237,392	588,600
Overhead Allocation	169,424	176,201	176,201	230,241	237,148
Insurance	30,521	33,326	33,326	30,149	34,647
Transfers out - Debt Service Fund	22,675	-	-	-	-
Total Expense	\$ 2,458,297	\$ 3,415,048	\$ 3,374,792	\$ 4,127,215	\$ 4,102,683
Ending Working Capital	\$ 1,389,431	\$ 1,055,619	\$ 1,117,570	\$ 717,554	\$ 162,538
Change in Working Capital	\$ 285,831	\$ (333,812)	\$ (271,861)	\$ (400,016)	\$ (555,016)

BUILDING MAINTENANCE FUND

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

MAJOR DEPARTMENTAL TASKS COMPLETED FY 2022-23 and 2023-24

- ☑ Transitioned and implemented facilities maintenance ticket system to ServiceNow
- ☑ Completed building improvements at City Hall, Senior Center, and Community Center
- ☑ Completed critical repairs to the Senior Center and Villa Chanticleer, and Gauntlett Wells emergency backup generators.
- ☑ Completed HVAC Replacement at Library, and HVAC repairs at Wastewater Reclamation Facility, Museum, and Police Department

MAJOR DEPARTMENTAL GOALS FOR FY 2024-25 and 2025-26

- ◆ Develop and implement comprehensive annual maintenance schedule
- ◆ Install EV Charging at City Facilities
- ◆ Facility utilization and condition site assessments and Fire Department and Police Department
- ◆ Roof Repairs/Replacements at Fire Department and Healdsburg Community Center facilities.
- ◆ Collaborate with Sonoma County Library on Improvements project at Healdsburg Library
- ◆ Replace Museum HVAC system.

**BUILDING MAINTENANCE FUND
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Working Capital	\$ 21,709	\$ 383,760	\$ 383,760	\$ 519,578	\$ 702,252
REVENUES					
Service, Maintenance & Replacement Fees	\$ 1,114,426	\$ 914,289	\$ 914,289	\$ 1,418,321	\$ 1,431,258
Interest Income	(2,492)	-	9,157	-	-
Rent Received	265,854	245,000	249,696	245,000	245,000
Other Revenues	45,500	-	91,467	45,000	45,000
Transfers in - Measure T	96,000	-	-	-	-
Total Revenues	\$ 1,519,289	\$ 1,159,289	\$ 1,264,609	\$ 1,708,321	\$ 1,721,258
EXPENSES					
Wages	\$ 131,907	\$ 147,833	\$ 137,690	\$ 169,241	\$ 174,246
Overtime	556	662	-	-	-
Fringe Benefits	189,185	165,782	196,654	209,213	225,878
Personal Protective Equipment	529	-	600	-	-
Rentals and Leases	-	515	-	500	515
Meeting, Travel, and Training	-	515	-	500	515
Telecommunication & Data Services	3,584	3,596	5,819	6,638	6,836
Utility Services	11,957	9,935	7,454	13,545	14,463
Office Supplies	9	655	-	201	207
Government Fees	9,997	11,464	11,338	9,147	9,420
Operational Expense	51,528	34,350	36,458	36,333	37,423
Contracted Services	309,363	320,946	381,035	490,298	505,007
Repairs and Maintenance	58,556	25,000	57,510	23	24
Land, Bldg, Vehicles and Equipment	283,137	125,000	194,023	455,000	345,000
Overhead Allocation	80,334	83,548	83,548	90,747	93,470
Information Services Service Fee	-	-	-	34,475	33,728
Insurance	15,260	16,663	16,663	9,785	11,245
Transfers out - Debt Service Fund	11,337	-	-	-	-
Total Expense	\$ 1,157,238	\$ 946,464	\$ 1,128,792	\$ 1,525,646	\$ 1,457,977
Ending Working Capital	\$ 383,760	\$ 596,585	\$ 519,578	\$ 702,252	\$ 965,533
Change in Working Capital	\$ 362,050	\$ 212,825	\$ 135,818	\$ 182,675	\$ 263,281



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 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 36,915	\$ 37,613	\$ 37,613	\$ 38,447	\$ 39,399
REVENUES					
Interest Income	\$ 698	\$ 373	\$ 835	\$ 951	\$ 951
Total Revenues	\$ 698	\$ 373	\$ 835	\$ 951	\$ 951
EXPENDITURES					
Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -
Support of Local Organizations	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 37,613	\$ 37,986	\$ 38,447	\$ 39,399	\$ 40,350
Change in Fund Balance	\$ 698	\$ 373	\$ 835	\$ 951	\$ 951

**PLAZA FLOWERS VETERANS TRUST FUND
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 6,102	\$ 5,666	\$ 5,666	\$ 4,815	\$ 3,915
<u>REVENUES</u>					
Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -
<u>EXPENDITURES</u>					
Operational Expense	\$ 436	\$ 600	\$ 850	\$ 900	\$ 900
Repairs and Maintenance	-	-	-	-	-
Total Expenditures	\$ 436	\$ 600	\$ 850	\$ 900	\$ 900
Ending Fund Balance	\$ 5,666	\$ 5,066	\$ 4,815	\$ 3,915	\$ 3,015
Change in Fund Balance	(436)	(600)	(850)	(900)	(900)

SENIOR CENTER ENDOWMENT EXPENDABLE TRUST
FY 24-25 & FY 25-26 Biennial Budget

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Estimated Beginning Fund Balance	\$ 252,439	\$ 277,974	\$ 277,974	\$ 306,986	\$ 317,486
<u>REVENUES</u>					
Interest Income	\$ 29,693	\$ 11,749	\$ 33,456	\$ 15,000	\$ 15,000
Contributions & Donations	100	-	-	-	-
Total Revenues	\$ 29,793	\$ 11,749	\$ 33,456	\$ 15,000	\$ 15,000
<u>EXPENDITURES</u>					
Bank Fees	\$ 4,258	\$ 4,000	\$ 4,444	\$ 4,500	\$ 4,500
Total Expenditures	\$ 4,258	\$ 4,000	\$ 4,444	\$ 4,500	\$ 4,500
Ending Fund Balance	\$ 277,974	\$ 285,723	\$ 306,986	\$ 317,486	\$ 327,986
Change in Fund Balance	\$ 25,535	\$ 7,749	\$ 29,012	\$ 10,500	\$ 10,500

**CULTURAL NON EXPENDABLE TRUST FUND
FY 24-25 & FY 25-26 Biennial Budget**

	FY 22-23 Actual	FY 23-24		FY 24-25 Adopted Budget	FY 25-26 Adopted Budget
		Amended Budget	Estimated Year End		
Beginning Fund Balance	\$ 77,486	\$ 79,176	\$ 79,176	\$ 80,933	\$ 82,935
<u>REVENUES</u>					
Interest Income	\$ 1,690	\$ 781	\$ 1,757	\$ 2,002	\$ 2,002
Total Revenues	\$ 1,690	\$ 781	\$ 1,757	\$ 2,002	\$ 2,002
<u>EXPENDITURES</u>					
Support of Local Organizations	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 79,176	\$ 79,957	\$ 80,933	\$ 82,935	\$ 84,937
Change in Fund Balance	1,690	781	1,757	2,002	2,002



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.

2024-29 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM SUMMARY

Other City Projects - Fund 102

Project Name	Project #	Adopted Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Budget	FY 28-29 Budget	Total
Fire Substation	OT001	\$ 7,406,188	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,406,188
		\$ 7,406,188	\$ -	\$ 7,406,188				

Streets Projects - Fund 512

Project Name	Project #	Adopted Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Budget	FY 28-29 Budget	Total
Healdsburg Avenue Complete Streets Project	ST006	\$ 1,617,640	\$ -	\$ 13,777,000	\$ -	\$ -	\$ -	\$ 15,394,640
Grove Street Neighborhood Plan Implementation	ST007	\$ 418,822	\$ 2,855,000	\$ -	\$ -	\$ -	\$ -	\$ 3,273,822
E-Bike Share Pilot Program	ST008	\$ 290,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 290,000
Ward St Neighborhood Revitalization Project	ST009	\$ -	\$ 148,000	\$ 1,300,000	\$ -	\$ -	\$ -	\$ 1,448,000
South Healdsburg Avenue Connectivity	ST011	\$ 120,000	\$ 80,000	\$ 1,060,319	\$ -	\$ -	\$ -	\$ 1,260,319
FY 23/24 Sidewalk Repair and Gap Closure	ST012	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
March Avenue Reconstruction - Lupine Rd Pedestrian Crossing	ST013	\$ 235,000	\$ 2,175,300	\$ -	\$ -	\$ -	\$ -	\$ 2,410,300
Powell Ave. at Johnson St. Pedestrian Crossing Enhancements	ST014	\$ 249,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 249,800
Sherman Street Retaining Wall Replacement	TBD	\$ -	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ 170,000
Sunset Drive Slope Stabilization and Pavement Repair	TBD	\$ -	\$ -	\$ -	\$ 175,000	\$ 1,275,000	\$ -	\$ 1,450,000
FY24/25 Sidewalk Repair and Gap Closure	TBD	\$ -	\$ -	\$ -	\$ 148,500	\$ 72,000	\$ -	\$ 220,500
West Plaza Parking Lot Rehabilitation	TBD	\$ -	\$ -	\$ -	\$ 55,000	\$ 610,000	\$ -	\$ 665,000
Bridge Deck Treatment	TBD	\$ -	\$ -	\$ -	\$ 22,000	\$ 240,000	\$ -	\$ 262,000
West Plaza Concrete Drive Replacement	TBD	\$ -	\$ -	\$ -	\$ 24,000	\$ 285,000	\$ -	\$ 309,000
US-101 and Dry Creek Road Interchange	TBD	\$ -	\$ -	\$ -	\$ 500,000	\$ 2,075,000	\$ 12,000,000	\$ 14,575,000
		\$ 3,081,262	\$ 5,258,300	\$ 16,137,319	\$ 1,094,500	\$ 4,557,000	\$ 12,000,000	\$ 42,128,381

Water Projects - Fund 522

Project Name	Project #	Adopted Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Budget	FY 28-29 Budget	Total
Dry Creek Water Treatment Plant Upgrades - Cryptosporidium	WA001	\$ 252,669	\$ 896,737	\$ -	\$ -	\$ -	\$ -	\$ 1,149,406
UV Treatment of Cryptosporidium at Fitch	WA002	\$ 146,283	\$ -	\$ -	\$ -	\$ 1,223,732	\$ -	\$ 1,370,015
Brown Street Sewer and Water Replacement	WA003	\$ 167,100	\$ -	\$ 2,661,151	\$ -	\$ -	\$ -	\$ 2,828,251
Municipal Recycled Water Pipeline	WA004	\$ 7,100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,100,000
University Street Sewer and Water Replacement	WA005	\$ -	\$ -	\$ 256,516	\$ 2,705,858	\$ -	\$ -	\$ 2,962,374
Dry Creek Water Treatment Plant Upgrades - Pump & CW Imp.	TBD	\$ -	\$ -	\$ -	\$ 1,477,457	\$ -	\$ -	\$ 1,477,457
Gauntlett Reservoir Liner Replacement	TBD	\$ -	\$ -	\$ -	\$ 658,625	\$ -	\$ -	\$ 658,625
Groundwater Supply Wells / ASR	TBD	\$ -	\$ -	\$ -	\$ 1,361,000	\$ 8,295,000	\$ -	\$ 9,656,000
Gauntlett WTP Membranes Replacement	TBD	\$ -	\$ -	\$ -	\$ 301,662	\$ 319,376	\$ 330,555	\$ 951,593
PFAS - Gauntlett	TBD	\$ -	\$ -	\$ -	\$ -	\$ 247,510	\$ 4,057,160	\$ 4,304,670
PFAS - Fitch	TBD	\$ -	\$ -	\$ -	\$ -	\$ 262,587	\$ 4,304,231	\$ 4,566,818
PFAS - Dry creek	TBD	\$ -	\$ -	\$ -	\$ -	\$ 255,049	\$ 4,179,395	\$ 4,434,444
Gauntlett Well Field Pipeline Rehab/Replacement	TBD	\$ -	\$ -	\$ -	\$ -	\$ 273,895	\$ 642,384	\$ 916,279
McDonough Water Transmission Main Replacement	TBD	\$ -	\$ -	\$ -	\$ -	\$ 227,565	\$ 2,591,437	\$ 2,819,002
Fitch Well Field Pipeline Rehab/Replacement	TBD	\$ -	\$ -	\$ -	\$ -	\$ 591,763	\$ -	\$ 591,763
Fitch Water Treatment Building Modernization	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 631,981	\$ 631,981
Dry Creek Wells Capacity Improvements	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,456,416	\$ 1,456,416
Reed Court and Bianca Lane Sewer and Water Replacement	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 308,247	\$ 308,247
		\$ 7,666,052	\$ 896,737	\$ 2,917,667	\$ 6,504,603	\$ 11,696,477	\$ 18,501,805	\$ 48,183,341

2024-29 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM SUMMARY

Wastewater Projects - Fund 532

Project Name	Project #	Adopted Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Budget	FY 28-29 Budget	Total
Healdsburg Avenue Utility Replacements	SE004	\$ 355,761	\$ 2,910,072	\$ -	\$ -	\$ -	\$ -	\$ 3,265,833
Orchard Lift Station Reconstruction	SE005	\$ -	\$ -	\$ 277,981	\$ -	\$ -	\$ -	\$ 277,981
Magnolia LS Structure Rehabilitation	SE006	\$ -	\$ -	\$ 216,332	\$ -	\$ -	\$ -	\$ 216,332
Healdsburg Avenue Sewer Replacement	TBD	\$ -	\$ -	\$ -	\$ 2,007,053	\$ -	\$ -	\$ 2,007,053
Adeline Street to Mason Street Sewer Improvements	TBD	\$ -	\$ -	\$ -	\$ 365,000	\$ 2,750,000	\$ -	\$ 3,115,000
Grove Street and Vine Street Trunk Main Replacement	TBD	\$ -	\$ -	\$ -	\$ 325,000	\$ 3,250,000	\$ -	\$ 3,575,000
Inflow and Infiltration Repairs & Investigation	TBD	\$ -	\$ -	\$ -	\$ -	\$ 1,589,343	\$ -	\$ 1,589,343
Heron Lift Station Relocation	TBD	\$ -	\$ -	\$ -	\$ -	\$ 1,706,188	\$ -	\$ 1,706,188
Corp Yard Force Main - Westside Rd Gravity Sewer	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,557,636	\$ 1,557,636
Chablis Road Drainage Channel Sediment Removal	DR001	\$ 25,000	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 325,000
Cabernet Road Culvert Replacement	DR002	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Center Street Storm Drain Replacement	TBD	\$ -	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000
Pordon Lane Storm Drain Improvements - Phase 2	TBD	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000
135 Healdsburg Avenue Storm Drain Replacement	TBD	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000
900 Powell Avenue Catch Basin Replacement	TBD	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
Flood Plain Map Update	TBD	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000
		\$ 380,761	\$ 3,210,072	\$ 494,313	\$ 4,022,053	\$ 9,295,531	\$ 1,557,636	\$ 18,960,366

Electric Projects - Fund 542

Project Name	Project #	Adopted Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Budget	FY 28-29 Budget	Total
Public Electric Vehicle Charging Stations	EL002	\$ 425,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 425,000
Underground Grove Street	EL005	\$ 50,000	\$ 1,900,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 2,150,000
Badger Substation Seismic Retrofit	EL006	\$ 375,000	\$ 112,500	\$ 1,087,500	\$ -	\$ -	\$ -	\$ 1,575,000
Underground Healdsburg Ave	EL008	\$ 220,000	\$ -	\$ 3,900,000	\$ -	\$ -	\$ -	\$ 4,120,000
Mill District Development	ER001	\$ 362,000	\$ 220,000	\$ 75,000	\$ -	\$ -	\$ -	\$ 657,000
155 Dry Creek Affordable Housing	ER003	\$ 200,300	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 240,300
Montage Affordable Housing	ER004	\$ 286,880	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 286,880
ENSO/North Village Development	ER005	\$ 324,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 374,000
3 Healdsburg Avenue Apartments	ER007	\$ 30,000	\$ 153,000	\$ -	\$ -	\$ -	\$ -	\$ 183,000
North Village Affordable Housing	ER010	\$ 10,000	\$ 37,803	\$ -	\$ -	\$ -	\$ -	\$ 47,803
		\$ 2,283,181	\$ 2,473,303	\$ 5,302,500	\$ -	\$ -	\$ -	\$ 10,058,984

Airport Projects - Fund 572

Project Name	Project #	Adopted Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Budget	FY 28-29 Budget	Total
Airport North Apron Reconstruction	AP003	\$ -	\$ -	\$ -	\$ -	\$ 101,000	\$ 1,092,000	\$ 1,193,000
Airport Runway Pavement Rehabilitation	AP004	\$ -	\$ 204,000	\$ -	\$ 2,842,000	\$ -	\$ -	\$ 3,046,000
Airport Taxiways A (East) and A1 Pavement Rehabilitation	AP005	\$ -	\$ 62,000	\$ 555,000	\$ -	\$ -	\$ -	\$ 617,000
Airport Hangar Row C Pavement Rehabilitation	AP006	\$ -	\$ 54,000	\$ 313,000	\$ -	\$ -	\$ -	\$ 367,000
Airport Taxiways Reconfiguration Phase 2	TBD	\$ -	\$ -	\$ -	\$ 912,000	\$ -	\$ -	\$ 912,000
		\$ -	\$ 320,000	\$ 868,000	\$ 3,754,000	\$ 101,000	\$ 1,092,000	\$ 6,135,000

2024-29 FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM SUMMARY

Community Services Projects - Fund 582

Project Name	Project #	Adopted Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Budget	FY 28-29 Budget	Total
Badger Park Redevelopment	CS002	\$ 527,500	\$ 590,000	\$ 882,500	\$ 5,000,000	\$ -	\$ -	\$ 7,000,000
Saggio Hills Park Development	CS003	\$ 2,284,052	\$ 1,000,000	\$ 4,392,303	\$ 5,000,000	\$ -	\$ -	\$ 12,676,355
Pavilion at 3 North Street	CS004	\$ 9,861,779	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,861,779
		\$ 12,673,331	\$ 1,590,000	\$ 5,274,803	\$ 10,000,000	\$ -	\$ -	\$ 29,538,134
Total		\$ 33,490,775	\$ 13,748,412	\$ 30,994,602	\$ 25,375,155	\$ 25,650,009	\$ 33,151,441	\$ 162,410,394

Other City Projects - Fund 102

Project Name	Project #	Adopted Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Budget	FY 28-29 Budget	Total
Fire Substation	OT001	\$ 7,406,188	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,406,188
		\$ 7,406,188	\$ -	\$ 7,406,188				

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
Fire Substation

Project Number:
OT001

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 Measure T tax. Completion is anticipated in early 2025.



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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 7,406,188	\$ 7,406,188	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,406,188
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 30,939	\$ 30,939	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,939
Construction	\$ 7,375,249	\$ 7,375,249	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,375,249
Funding Sources:								
Development Agreement (Montage)	\$ 1,599,586	\$ 1,599,586	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,599,586
Development Agreement (Comstock)	\$ 1,762,415	\$ 1,762,415	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,762,415
Measure T Fund 105	\$ 2,985,399	\$ 2,985,399	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,985,399
ARPA Funding	\$ 1,058,788	\$ 1,058,788	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,058,788
Total	\$ 7,406,188	\$ 7,406,188	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,406,188

Streets Projects - Fund 512

Project Name	Project #	Adopted Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Budget	FY 28-29 Budget	Total
Healdsburg Avenue Complete Streets Project	ST006	\$ 1,617,640	\$ -	\$ 13,777,000	\$ -	\$ -	\$ -	\$ 15,394,640
Grove Street Neighborhood Plan Implementation	ST007	\$ 418,822	\$ 2,855,000	\$ -	\$ -	\$ -	\$ -	\$ 3,273,822
E-Bike Share Pilot Program	ST008	\$ 290,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 290,000
Ward St Neighborhood Revitalization Project	ST009	\$ -	\$ 148,000	\$ 1,300,000	\$ -	\$ -	\$ -	\$ 1,448,000
South Healdsburg Avenue Connectivity	ST011	\$ 120,000	\$ 80,000	\$ 1,060,319	\$ -	\$ -	\$ -	\$ 1,260,319
FY 23/24 Sidewalk Repair and Gap Closure	ST012	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
March Avenue Reconstruction - Lupine Road Pedestrian Crossing Upgrades	ST013	\$ 235,000	\$ 2,175,300	\$ -	\$ -	\$ -	\$ -	\$ 2,410,300
Powell Ave. at Johnson St. Pedestrian Crossing Enhancements	ST014	\$ 249,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 249,800
Sherman Street Retaining Wall Replacement	TBD	\$ -	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ 170,000
Sunset Drive Slope Stabilization and Pavement Repair	TBD	\$ -	\$ -	\$ -	\$ 175,000	\$ 1,275,000	\$ -	\$ 1,450,000
FY24/25 Sidewalk Repair and Gap Closure	TBD	\$ -	\$ -	\$ -	\$ 148,500	\$ 72,000	\$ -	\$ 220,500
West Plaza Parking Lot Rehabilitation	TBD	\$ -	\$ -	\$ -	\$ 55,000	\$ 610,000	\$ -	\$ 665,000
Bridge Deck Treatment	TBD	\$ -	\$ -	\$ -	\$ 22,000	\$ 240,000	\$ -	\$ 262,000
West Plaza Concrete Drive Replacement	TBD	\$ -	\$ -	\$ -	\$ 24,000	\$ 285,000	\$ -	\$ 309,000
US-101 and Dry Creek Road Interchange	TBD	\$ -	\$ -	\$ -	\$ 500,000	\$ 2,075,000	\$ 12,000,000	\$ 14,575,000
		\$ 3,081,262	\$ 5,258,300	\$ 16,137,319	\$ 1,094,500	\$ 4,557,000	\$ 12,000,000	\$ 42,128,381

Project Name	Project #	SB1 (RMRA)		FY 24-25			FY 25-26			
		Fund 202	Grants	Measure T Fund 105	Developer Funded	Total	Grants	Measure T Fund 105	Developer Funded	Total
Healdsburg Avenue Complete Streets Project	ST006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,819,000	\$ 1,958,000	\$ -	\$ 13,777,000
Grove Street Neighborhood Plan Implementation	ST007	\$ -	\$ 2,505,000	\$ 350,000	\$ -	\$ 2,855,000	\$ -	\$ -	\$ -	\$ -
Ward St Neighborhood Revitalization Project	ST009	\$ -	\$ -	\$ 148,000	\$ -	\$ 148,000	\$ 1,194,000	\$ 106,000	\$ -	\$ 1,300,000
South Healdsburg Avenue Connectivity	ST011	\$ -	\$ -	\$ -	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ 1,060,319	\$ 1,060,319
March Avenue Reconstruction - Lupine Road Pedestrian Crossing Upgrades	ST013	\$ 1,434,000	\$ 700,000	\$ 41,300	\$ -	\$ 2,175,300	\$ -	\$ -	\$ -	\$ -
		\$ 1,434,000	\$ 3,205,000	\$ 539,300	\$ 80,000	\$ 5,258,300	\$ 13,013,000	\$ 2,064,000	\$ 1,060,319	\$ 16,137,319

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
 Healdsburg Avenue Complete Streets Project

Project Number: ST006
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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 1,617,640	\$ 1,617,640	\$ -	\$ 13,777,000	\$ -	\$ -	\$ -	\$ 15,394,640
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 1,617,640	\$ 1,617,640	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,617,640
Construction	\$ -	\$ -	\$ -	\$ 13,777,000	\$ -	\$ -	\$ -	\$ 13,777,000
Funding Sources:								
Measure T Fund 105	\$ 461,237	\$ 461,237	\$ -	\$ 1,958,000	\$ -	\$ -	\$ -	\$ 2,419,237
Streets Fund 510	\$ 24,033	\$ 24,033	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,033
Federal Funding	\$ 37,000	\$ 37,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,000
ARPA	\$ 495,370	\$ 495,370	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 495,370
OBAG Grant	\$ 600,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
ATP Grant	\$ -	\$ -	\$ -	\$ 11,819,000	\$ -	\$ -	\$ -	\$ 11,819,000
Total	\$ 1,617,640	\$ 1,617,640	\$ -	\$ 13,777,000	\$ -	\$ -	\$ -	\$ 15,394,640

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:

Grove Street Neighborhood Plan Implementation

Project Number:

ST007

Project Priority:

Desirable

Project Description:

The project will construct continuous curb, gutter, and sidewalks 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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 418,822	\$ 418,822	\$ 2,855,000	\$ -	\$ -	\$ -	\$ -	\$ 3,273,822
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 418,822	\$ 418,822	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 418,822
Construction	\$ -	\$ -	\$ 2,855,000	\$ -	\$ -	\$ -	\$ -	\$ 2,855,000
Funding Sources:								
Measure T Fund 105	\$ 418,822	\$ 418,822	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 768,822
County Tax Measure Grant	\$ -	\$ -	\$ 288,000	\$ -	\$ -	\$ -	\$ -	\$ 288,000
OBAG 3 Grant	\$ -	\$ -	\$ 2,217,000	\$ -	\$ -	\$ -	\$ -	\$ 2,217,000
Total	\$ 418,822	\$ 418,822	\$ 2,855,000	\$ -	\$ -	\$ -	\$ -	\$ 3,273,822

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
E-Bike Share Pilot Program

Project Number:
ST008

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 290,000	\$ 290,000	\$ -	\$ 290,000				
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 290,000	\$ 290,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 290,000
Funding Sources:								
ARPA	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
OBAG2 Quick Strike Grant	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Total	\$ 290,000	\$ 290,000	\$ -	\$ 290,000				

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

Project Name:

Ward St Neighborhood Revitalization Project

Project Number:

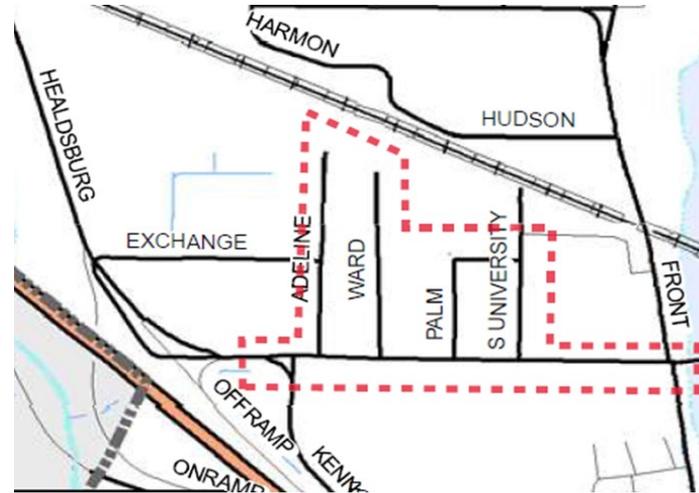
ST009

Project Priority:

Desirable

Project Description:

This project will 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. Initial grant funding will be used to close sidewalk gaps, repair uneven walkway surfaces, install ADA ramps, reconstruct pavement, and improve storm drainage.



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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ 148,000	\$ 1,300,000	\$ -	\$ -	\$ -	\$ 1,448,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 148,000	\$ -	\$ -	\$ -	\$ -	\$ 148,000
Construction	\$ -	\$ -	\$ -	\$ 1,300,000	\$ -	\$ -	\$ -	\$ 1,300,000
Funding Sources:								
Measure T Fund 105	\$ -	\$ -	\$ 148,000	\$ 106,000	\$ -	\$ -	\$ -	\$ 254,000
County Tax Measure Grant	\$ -	\$ -	\$ -	\$ 1,194,000	\$ -	\$ -	\$ -	\$ 1,194,000
Total	\$ -	\$ -	\$ 148,000	\$ 1,300,000	\$ -	\$ -	\$ -	\$ 1,448,000

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

Project Name:
South Healdsburg Avenue Connectivity

Project Number:
ST011

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 120,000	\$ 120,000	\$ 80,000	\$ 1,060,319	\$ -	\$ -	\$ -	\$ 1,260,319
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 120,000	\$ 120,000	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Construction	\$ -	\$ -	\$ -	\$ 1,060,319	\$ -	\$ -	\$ -	\$ 1,060,319
Funding Sources:								
Developer Funded	\$ 120,000	\$ 120,000	\$ 80,000	\$ 1,060,319	\$ -	\$ -	\$ -	\$ 1,260,319
Total	\$ 120,000	\$ 120,000	\$ 80,000	\$ 1,060,319	\$ -	\$ -	\$ -	\$ 1,260,319

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:

FY 23/24 Sidewalk Repair and Gap Closure

Project Number:

ST012

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 150,000	\$ 150,000	\$ -	\$ 150,000				
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Construction	\$ 125,000	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000
Funding Sources:								
Measure T Fund 105	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
TDA-3	\$ 125,000	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000
Total	\$ 150,000	\$ 150,000	\$ -	\$ 150,000				

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:

March Avenue Reconstruction - Lupine Road Pedestrian Crossing Upgrades

Project Number:

ST013

Project Priority:

Necessary

Project Description:

The project will reconstruct the roadway along March Avenue between Healdsburg Avenue and University Avenue. Additionally, the project will improve 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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 235,000	\$ 235,000	\$ 2,175,300	\$ -	\$ -	\$ -	\$ -	\$ 2,410,300
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 235,000	\$ 235,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 235,000
Construction	\$ -	\$ -	\$ 2,175,300	\$ -	\$ -	\$ -	\$ -	\$ 2,175,300
Funding Sources:								
Measure T Fund 105	\$ 235,000	\$ 235,000	\$ 41,300	\$ -	\$ -	\$ -	\$ -	\$ 276,300
SB1 (RMRA) Fund 202	\$ -	\$ -	\$ 1,434,000	\$ -	\$ -	\$ -	\$ -	\$ 1,434,000
County Tax Measure Grant	\$ -	\$ -	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ 700,000
Total	\$ 235,000	\$ 235,000	\$ 2,175,300	\$ -	\$ -	\$ -	\$ -	\$ 2,410,300

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:

Powell Ave. at Johnson St. Pedestrian Crossing Enhancements

Project Number:

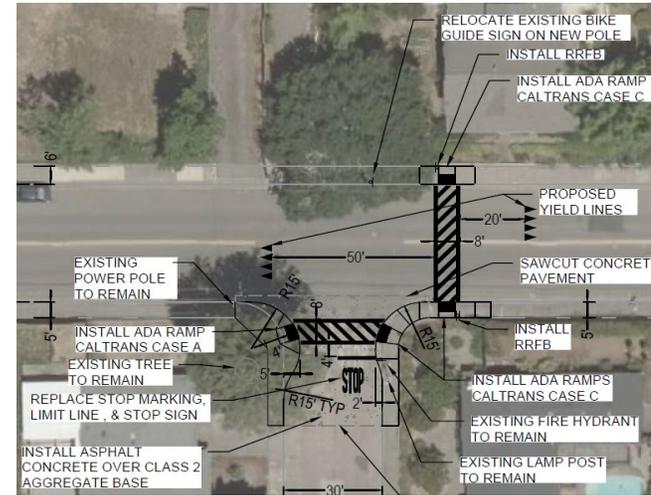
ST014

Project Priority:

Desired

Project Description:

This project will install Rectangular Rapid Flashing Beacons (RRFBs), curb extensions, ADA curb ramps, yield lines, traffic signs, striping, and pavement markings to improve the pedestrian crossings at the intersection of Powell Avenue and Johnson Street.



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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 249,800	\$ 249,800	\$ -	\$ 249,800				
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 44,600	\$ 44,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,600
Construction	\$ 205,200	\$ 205,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 205,200
Funding Sources:								
HSIP Grant Funds	\$ 224,820	\$ 224,820	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 224,820
Measure T Fund 105	\$ 24,980	\$ 24,980	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,980
Total	\$ 249,800	\$ 249,800	\$ -	\$ 249,800				

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

Project Name:
Sherman Street Retaining Wall Replacement

Project Number: TBD **Project Priority:** Desired

Project Description:
This project will replace approximately 150-ft of failing retaining wall along Sherman Street.



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.

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

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ 170,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000
Funding Sources:								
Measure T Fund 105	\$ -	\$ -	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ 170,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ 170,000

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:

Sunset Drive Slope Stabilization and Pavement Repair

Project Number:

TBD

Project Priority:

Necessary

Project Description:

This project will stabilize the slope, and repair the pavement along a narrow portion of Sunset Drive. Additionally, storm drain and water main replacement within the project limits is anticipated.



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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ 1,275,000	\$ -	\$ 1,450,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ 175,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,275,000	\$ -	\$ 1,275,000
Funding Sources:								
Measure T Fund 105	\$ -	\$ -	\$ -	\$ -	\$ 115,000	\$ 837,857	\$ -	\$ 952,857
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ 52,500	\$ 382,500	\$ -	\$ 435,000
Drainage Fund 531	\$ -	\$ -	\$ -	\$ -	\$ 7,500	\$ 54,643	\$ -	\$ 62,143
Total	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ 1,275,000	\$ -	\$ 1,450,000

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

Project Name:

FY24/25 Sidewalk Repair and Gap Closure

Project Number:

TBD

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 148,500	\$ 72,000	\$ -	\$ 220,500
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 22,275	\$ 10,800	\$ -	\$ 33,075
Construction	\$ -	\$ -	\$ -	\$ -	\$ 126,225	\$ 61,200	\$ -	\$ 187,425
Funding Sources:								
Measure T Fund 105	\$ -	\$ -	\$ -	\$ -	\$ 148,500	\$ 72,000	\$ -	\$ 220,500
Total	\$ -	\$ -	\$ -	\$ -	\$ 148,500	\$ 72,000	\$ -	\$ 220,500

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

Project Name:
West Plaza Parking Lot Rehabilitation

Project Number:
TBD

Project Priority:
Desired

Project Description:
This project will rehabilitate the West Plaza Parking lot by performing localized pavement repairs, pavement resurfacing, and restriping.



Department: Public Works

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ 610,000	\$ -	\$ 665,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ 55,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 610,000	\$ -	\$ 610,000
Funding Sources:								
Measure T Fund 105	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ 610,000	\$ -	\$ 665,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ 610,000	\$ -	\$ 665,000

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

Project Name:
Bridge Deck Treatment

Project Number:
TBD

Project Priority:
Desired

Project Description:
This project will resurface select bridges to restore skid resistance and protect the underlying concrete structure.



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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 22,000	\$ 240,000	\$ -	\$ 262,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 22,000	\$ -	\$ -	\$ 22,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240,000	\$ -	\$ 240,000
Funding Sources:								
Measure T Fund 105	\$ -	\$ -	\$ -	\$ -	\$ 22,000	\$ 240,000	\$ -	\$ 262,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 22,000	\$ 240,000	\$ -	\$ 262,000

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
West Plaza Concrete Drive Replacement

Project Number:
TBD

Project Priority:
Desired

Project Description:
This project will replace the failing West Plaza Concrete Drive with reinforced concrete to adequately support the vehicle loading.



Department: Public Works

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 24,000	\$ 285,000	\$ -	\$ 309,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 24,000	\$ -	\$ -	\$ 24,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 285,000	\$ -	\$ 285,000
Funding Sources:								
Measure T Fund 105	\$ -	\$ -	\$ -	\$ -	\$ 24,000	\$ 285,000	\$ -	\$ 309,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 24,000	\$ 285,000	\$ -	\$ 309,000

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:

US-101 and Dry Creek Road Interchange

Project Number:

TBD

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 2,075,000	\$ 12,000,000	\$ 14,575,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ 500,000
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,075,000	\$ -	\$ 2,075,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000,000	\$ 12,000,000
Funding Sources:								
County Tax Measure Grant	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ 500,000
Traffic Impact Fee Fund 910	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,075,000	\$ 12,000,000	\$ 14,075,000
County Contribution	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 2,075,000	\$ 12,000,000	\$ 14,575,000

Water Projects - Fund 522

Project Name	Project #	Adopted Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Budget	FY 28-29 Budget	Total
Dry Creek Water Treatment Plant Upgrades	WA001	\$ 252,669	\$ 896,737	\$ -	\$ -	\$ -	\$ -	\$ 1,149,406
UV Treatment of Cryptosporidium at Fitch	WA002	\$ 146,283	\$ -	\$ -	\$ -	\$ 1,223,732	\$ -	\$ 1,370,015
Brown Street Sewer and Water Replacement	WA003	\$ 167,100	\$ -	\$ 2,661,151	\$ -	\$ -	\$ -	\$ 2,828,251
Municipal Recycled Water Pipeline	WA004	\$ 7,100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,100,000
University Street Sewer and Water Replacement	WA005	\$ -	\$ -	\$ 256,516	\$ 2,705,858	\$ -	\$ -	\$ 2,962,374
Dry Creek Water Treatment Plant Upgrades	TBD	\$ -	\$ -	\$ -	\$ 1,477,457	\$ -	\$ -	\$ 1,477,457
Gauntlett Reservoir Liner Replacement	TBD	\$ -	\$ -	\$ -	\$ 658,625	\$ -	\$ -	\$ 658,625
Groundwater Supply Wells / ASR	TBD	\$ -	\$ -	\$ -	\$ 1,361,000	\$ 8,295,000	\$ -	\$ 9,656,000
Gauntlett WTP Membranes Replacement	TBD	\$ -	\$ -	\$ -	\$ 301,662	\$ 319,376	\$ 330,555	\$ 951,593
PFAS - Gauntlett	TBD	\$ -	\$ -	\$ -	\$ -	\$ 247,510	\$ 4,057,160	\$ 4,304,670
PFAS - Fitch	TBD	\$ -	\$ -	\$ -	\$ -	\$ 262,587	\$ 4,304,231	\$ 4,566,818
PFAS - Dry creek	TBD	\$ -	\$ -	\$ -	\$ -	\$ 255,049	\$ 4,179,395	\$ 4,434,444
Gauntlett Well Field Pipeline Rehab/Replacement	TBD	\$ -	\$ -	\$ -	\$ -	\$ 273,895	\$ 642,384	\$ 916,279
McDonough Water Transmission Main Replacement	TBD	\$ -	\$ -	\$ -	\$ -	\$ 227,565	\$ 2,591,437	\$ 2,819,002
Fitch Well Field Pipeline Rehab/Replacement	TBD	\$ -	\$ -	\$ -	\$ -	\$ 591,763	\$ -	\$ 591,763
Fitch Water Treatment Building Modernization	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 631,981	\$ 631,981
Dry Creek Wells Capacity Improvements	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,456,416	\$ 1,456,416
Reed Court and Bianca Lane Sewer and Water Replacement	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 308,247	\$ 308,247
		\$ 7,666,052	\$ 896,737	\$ 2,917,667	\$ 6,504,603	\$ 11,696,477	\$ 18,501,805	\$ 48,183,341

Project Name	Project #	FY 24-25		FY 25-26		
		Water Fund 520	Total	Water Fund 520	Wastewater Fund 530	Total
Dry Creek Water Treatment Plant Upgrades	WA001	\$ 896,737	\$ 896,737	\$ -	\$ -	\$ -
Brown Street Sewer and Water Replacement	WA003	\$ -	\$ -	\$ 1,330,576	\$ 1,330,576	\$ 2,661,151
University Street Sewer and Water Replacement	WA005	\$ -	\$ -	\$ 128,258	\$ 128,258	\$ 256,516
		\$ 896,737	\$ 896,737	\$ 1,458,834	\$ 1,458,834	\$ 2,917,667

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

Project Name:

Dry Creek Water Treatment Plant Upgrades

Project Number:

WA001

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 of the water quality at the Dry Creek well field, the City can use a combination of chlorine treatment already in use, along with six cartridge filters to provide treatment for Cryptosporidium at this location.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 252,669	\$ 169,779	\$ 896,737	\$ -	\$ -	\$ -	\$ -	\$ 1,149,406
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 252,669	\$ 169,779	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 252,669
Construction	\$ -	\$ -	\$ 896,737	\$ -	\$ -	\$ -	\$ -	\$ 896,737
Funding Sources:								
Water Fund 520	\$ 252,669	\$ 169,779	\$ 896,737	\$ -	\$ -	\$ -	\$ -	\$ 1,149,406
Total	\$ 252,669	\$ 169,779	\$ 896,737	\$ -	\$ -	\$ -	\$ -	\$ 1,149,406

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

Project Name:

UV Treatment of Cryptosporidium at Fitch

Project Number:

WA002

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 of the water quality at the Fitch well field, the City can use a combination of chlorine treatment already in use, along with six cartridge filters to provide treatment for Cryptosporidium at this location. Filtration at the Fitch well field will also allow the seasonal use limitation to be removed from this diversion point's water right.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 146,283	\$ 84,579	\$ -	\$ -	\$ -	\$ 1,223,732	\$ -	\$ 1,370,015
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 146,283	\$ 84,579	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 146,283
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,223,732	\$ -	\$ 1,223,732
Funding Sources:								
Water Fund 520	\$ 146,283	\$ 84,579	\$ -	\$ -	\$ -	\$ 1,223,732	\$ -	\$ 1,370,015
Total	\$ 146,283	\$ 84,579	\$ -	\$ -	\$ -	\$ 1,223,732	\$ -	\$ 1,370,015

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

Project Name:

Brown Street Sewer and Water Replacement

Project Number:

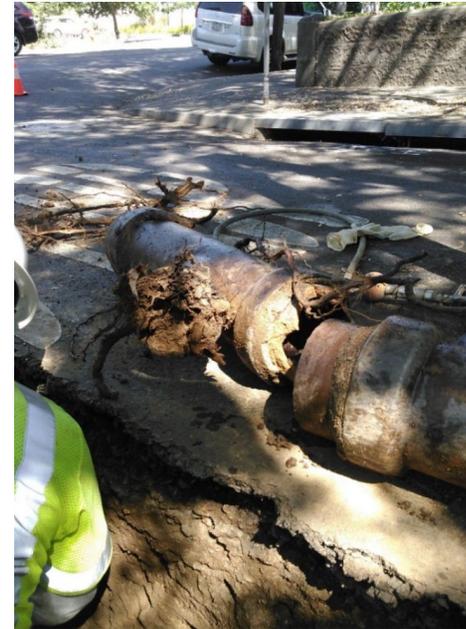
WA003

Project Priority:

Necessary

Project Description:

This project will replace approximately 2,600 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: 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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 167,100	\$ 144,556	\$ -	\$ 2,661,151	\$ -	\$ -	\$ -	\$ 2,828,251
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 167,100	\$ 144,556	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 167,100
Construction	\$ -	\$ -	\$ -	\$ 2,661,151	\$ -	\$ -	\$ -	\$ 2,661,151
Funding Sources:								
Water Fund 520	\$ 83,550	\$ 72,278	\$ -	\$ 1,330,576	\$ -	\$ -	\$ -	\$ 1,414,125
Wastewater Fund 530	\$ 83,550	\$ 72,278	\$ -	\$ 1,330,576	\$ -	\$ -	\$ -	\$ 1,414,125
Total	\$ 167,100	\$ 144,556	\$ -	\$ 2,661,151	\$ -	\$ -	\$ -	\$ 2,828,251

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

Project Name:
Municipal Recycled Water Pipeline

Project Number:
WA004

Project Priority:
Desirable

Project Description:
This project will construct approximately 2 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: Utilities

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.
- Policy PS-A-5 The City will promote water conservation in both city operations and private development.

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

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 7,100,000	\$ 7,100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,100,000
Planning	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Design	\$ 834,304	\$ 834,304	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 834,304
Construction	\$ 6,165,696	\$ 6,165,696	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,165,696
Funding Sources:								
DWR Grant Funding	\$ 7,100,000	\$ 7,100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,100,000
Total	\$ 7,100,000	\$ 7,100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,100,000

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

Project Name:

University Street Sewer and Water Replacement

Project Number:

WA005

Project Priority:

Necessary

Project Description:

This project will replace approximately 2,450 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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ 256,516	\$ 2,705,858	\$ -	\$ -	\$ 2,962,374
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ 256,516	\$ -	\$ -	\$ -	\$ 256,516
Construction	\$ -	\$ -	\$ -	\$ -	\$ 2,705,858	\$ -	\$ -	\$ 2,705,858
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ 128,258	\$ 1,352,929	\$ -	\$ -	\$ 1,481,187
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ 128,258	\$ 1,352,929	\$ -	\$ -	\$ 1,481,187
Total	\$ -	\$ -	\$ -	\$ 256,516	\$ 2,705,858	\$ -	\$ -	\$ 2,962,374

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

Project Name:

Dry Creek Water Treatment Plant Upgrades

Project Number:

TBD

Project Priority:

Necessary

Project Description:

The clear well at the Dry Creek water treatment plant provides storage and contact time for disinfection. The tank, originally constructed in the 1960s, has 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.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 1,477,457	\$ -	\$ -	\$ 1,477,457
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,477,457	\$ -	\$ -	\$ 1,477,457
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ 1,477,457	\$ -	\$ -	\$ 1,477,457
Total	\$ -	\$ -	\$ -	\$ -	\$ 1,477,457	\$ -	\$ -	\$ 1,477,457

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

Project Name:
Gauntlett Reservoir Liner Replacement

Project Number: TBD **Project Priority:** Necessary

Project Description:
In the 2021 replacement of the Gauntlett Reservoir roof structure, the liner of the reservoir was found to be too deteriorated to make repairs for column removal. The columns were left in place and buttressed with timbers to prevent lateral movement. Water was noted behind the liner, which denotes leakage which can over time destabilize the reservoir. This project will remove the columns, which are no longer needed, and replace the liner with a new Hypalon or similar liner.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 658,625	\$ -	\$ -	\$ 658,625
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 648,625	\$ -	\$ -	\$ 648,625
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ 658,625	\$ -	\$ -	\$ 658,625
Total	\$ -	\$ -	\$ -	\$ -	\$ 658,625	\$ -	\$ -	\$ 658,625

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

Project Name:

Groundwater Supply Wells / ASR

Project Number:

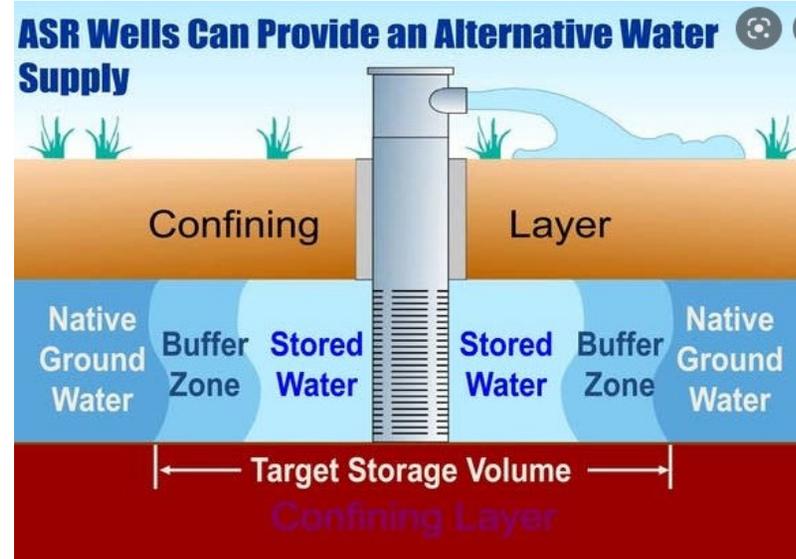
TBD

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 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: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 1,361,000	\$ 8,295,000	\$ -	\$ 9,656,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 755,000	\$ 1,641,000	\$ -	\$ 2,396,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 606,000	\$ 6,654,000	\$ -	\$ 7,260,000
Funding Sources:								
Grant Funding	\$ -	\$ -	\$ -	\$ -	\$ 1,088,800	\$ 6,636,000	\$ -	\$ 7,724,800
Water Impact Fee Fund 920	\$ -	\$ -	\$ -	\$ -	\$ 272,200	\$ 1,659,000	\$ -	\$ 1,931,200
Total	\$ -	\$ -	\$ -	\$ -	\$ 1,361,000	\$ 8,295,000	\$ -	\$ 9,656,000

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

Project Name:

Gauntlett WTP Membranes Replacement

Project Number:

TBD

Project Priority:

Mandate

Project Description:

The Gauntlett Water Treatment Plant uses hollow fiber membranes to provide microfiltration of the water to meet treatment objectives. The membranes have a rated life of approximately 10 years, after which they need to be replaced. The last membrane replacement took place in 2014.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 301,662	\$ 319,376	\$ 330,555	\$ 951,593
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ 301,662	\$ 319,376	\$ 330,555	\$ 951,593
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ 301,662	\$ 319,376	\$ 330,555	\$ 951,593
Total	\$ -	\$ -	\$ -	\$ -	\$ 301,662	\$ 319,376	\$ 330,555	\$ 951,593

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

Project Name:
PFAS - Gauntlett

Project Number:
TBD

Project Priority:
Mandate

Project Description:
In compliance with the Unregulated Contaminant Monitoring Rule (UCMR), the City will be sampling and testing for PFAS and PFOS, which are so-called "forever chemicals" that are of increasing concern to regulatory agencies for their potential adverse health effects on humans. Staff have conducted preliminary investigations on treatment and found that ion exchange, or activated carbon filtration, may be needed to remove PFAS/PFOS from the water supply should these chemicals be found.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 247,510	\$ 4,057,160	\$ 4,304,670
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 247,510	\$ -	\$ 247,510
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,057,160	\$ 4,057,160
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 247,510	\$ 4,057,160	\$ 4,304,670
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 247,510	\$ 4,057,160	\$ 4,304,670

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

Project Name:
PFAS - Fitch

Project Number:
TBD

Project Priority:
Mandate

Project Description:
In compliance with the Unregulated Contaminant Monitoring Rule (UCMR), the City will be sampling and testing for PFAS and PFOS, which are so-called "forever chemicals" that are of increasing concern to regulatory agencies for their potential adverse health effects on humans. Staff have conducted preliminary investigations on treatment and found that ion exchange, or activated carbon filtration, may be needed to remove PFAS/PFOS from the water supply should these chemicals be found.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 262,587	\$ 4,304,231	\$ 4,566,818
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 262,587	\$ -	\$ 262,587
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,304,231	\$ 4,304,231
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 262,587	\$ 4,304,231	\$ 4,566,818
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 262,587	\$ 4,304,231	\$ 4,566,818

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

Project Name:
PFAS - Dry Creek

Project Number:
TBD

Project Priority:
Mandate

Project Description:
In compliance with the Unregulated Contaminant Monitoring Rule (UCMR), the City will be sampling and testing for PFAS and PFOS, which are so-called "forever chemicals" that are of increasing concern to regulatory agencies for their potential adverse health effects on humans. Staff have conducted preliminary investigations on treatment and found that ion exchange or activated carbon filtration may be needed to remove PFAS/PFOS from the water supply should these chemicals be found.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 255,049	\$ 4,179,395	\$ 4,434,444
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 255,049	\$ -	\$ 255,049
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,179,395	\$ 4,179,395
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 255,049	\$ 4,179,395	\$ 4,434,444
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 255,049	\$ 4,179,395	\$ 4,434,444

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

Project Name:
Gauntlett Well Field Pipeline Rehab/Replacement

Project Number: TBD **Project Priority:** Necessary

Project Description:
The Gauntlett well field water pipeline is a single pipeline that conveys water from wells. This makes it a high consequence-of-failure asset. The pipeline was constructed in the 1950s increasing its likelihood of failure. This project will investigate the condition of the pipeline and develop subsequent rehabilitation/replacement projects as appropriate.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 273,895	\$ 642,384	\$ 916,279
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 273,895	\$ -	\$ 273,895
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 642,384	\$ 642,384
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 273,895	\$ 642,384	\$ 916,279
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 273,895	\$ 642,384	\$ 916,279

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

Project Name:

McDonough Water Transmission Main Replacement

Project Number:

TBD

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 227,565	\$ 2,591,437	\$ 2,819,002
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 227,565	\$ -	\$ 227,565
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,591,437	\$ 2,591,437
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 182,052	\$ 2,063,690	\$ 2,245,742
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,513	\$ 527,747	\$ 573,260
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 227,565	\$ 2,591,437	\$ 2,819,002

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

Project Name:

Fitch Well Field Pipeline Rehab/Replacement

Project Number:

TBD

Project Priority:

Necessary

Project Description:

The Fitch well field water pipeline is a single pipeline that conveys water from wells. This makes it a high consequence-of-failure asset. The pipeline was constructed in the 1970s, increasing its likelihood of failure. This project will investigate the condition of the pipeline using destructive and non-destructive methods to develop subsequent rehabilitation/replacement projects as appropriate.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 591,763	\$ -	\$ 591,763
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 591,763	\$ -	\$ 591,763
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 591,763	\$ -	\$ 591,763
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 591,763	\$ -	\$ 591,763

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

Project Name:

Fitch Water Treatment Building Modernization

Project Number:

TBD

Project Priority:

Necessary

Project Description:

The treatment building at the Fitch well field houses electrical gear, controls, and treatment equipment. The building, 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: Utilities

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 (X) No ()

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 631,981	\$ 631,981
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 631,981	\$ 631,981
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 631,981	\$ 631,981
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 631,981	\$ 631,981

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

Project Name:
Dry Creek Wells Capacity Improvements

Project Number: TBD **Project Priority:** Necessary

Project Description:
The changes in the Potter Valley Project, which is a source for water flowing within the upper Russian River, along with droughts of 2013 and 2021, have revealed that the City should maximize its Dry Creek water sources to improve its water supply resiliency. Under this project, wells DC1, DC2, and DC3 at Dry Creek well field will be rehabilitated and have their controls updated to make them available for use in concert with wells DC4 and DC5 which already function under automatic control.



Department: Utilities

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 (X) No ()

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,456,416	\$ 1,456,416
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,456,416	\$ 1,456,416
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,456,416	\$ 1,456,416
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,456,416	\$ 1,456,416

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

Project Name:

Reed Court and Bianca Lane Sewer and Water Replacement

Project Number:

TBD

Project Priority:

Necessary

Project Description:

This project will replace approximately 1,700 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 (X) No ()

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 308,247	\$ 308,247
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 308,247	\$ 308,247
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources:								
Water Fund 520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 146,552	\$ 146,552
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 107,079	\$ 107,079
Drainage Fund 531	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,616	\$ 54,616
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 308,247	\$ 308,247

Wastewater & Drainage Projects - Fund 532

Project Name	Project #	Adopted Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Budget	FY 28-29 Budget	Total
Healdsburg Avenue Utility Replacements	SE004	\$ 355,761	\$ 2,910,072	\$ -	\$ -	\$ -	\$ -	\$ 3,265,833
Orchard Lift Station Reconstruction	SE005	\$ -	\$ -	\$ 277,981	\$ -	\$ -	\$ -	\$ 277,981
Magnolia LS Structure Rehabilitation	SE006	\$ -	\$ -	\$ 216,332	\$ -	\$ -	\$ -	\$ 216,332
Healdsburg Avenue Sewer Replacement	TBD	\$ -	\$ -	\$ -	\$ 2,007,053	\$ -	\$ -	\$ 2,007,053
Adeline Street to Mason Street Sewer Improvements	TBD	\$ -	\$ -	\$ -	\$ 365,000	\$ 2,750,000	\$ -	\$ 3,115,000
Grove Street and Vine Street Trunk Main Replacement	TBD	\$ -	\$ -	\$ -	\$ 325,000	\$ 3,250,000	\$ -	\$ 3,575,000
Inflow and Infiltration Repairs & Investigation	TBD	\$ -	\$ -	\$ -	\$ -	\$ 1,589,343	\$ -	\$ 1,589,343
Heron Lift Station Relocation	TBD	\$ -	\$ -	\$ -	\$ -	\$ 1,706,188	\$ -	\$ 1,706,188
Corp Yard Force Main - Westside Rd Gravity Sewer	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,557,636	\$ 1,557,636
Chablis Road Drainage Channel Sediment Removal	DR001	\$ 25,000	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 325,000
Cabernet Road Culvert Replacement	DR002	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Center Street Storm Drain Replacement	TBD	\$ -	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000
Pordon Lane Storm Drain Improvements - Phase 2	TBD	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000
135 Healdsburg Avenue Storm Drain Replacement	TBD	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000
900 Powell Avenue Catch Basin Replacement	TBD	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
Flood Plain Map Update	TBD	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000
		\$ 380,761	\$ 3,210,072	\$ 494,313	\$ 4,022,053	\$ 9,295,531	\$ 1,557,636	\$ 18,960,366

Project Name	Project #	Water Fund 520	FY 24-25				Measure T Fund 105	Total	FY 25-26	
			Wastewater Fund 530	Water Impact Fee Fund 920	Wastewater Impact Fee Fund 930	Drainage Impact Fee Fund 931			Wastewater Fund 530	Total
Healdsburg Avenue Utility Replacements	SE004	\$ 397,727	\$ 760,956	\$ 557,260	\$ 375,298	\$ 818,831	\$ -	\$ 2,910,072	\$ -	\$ -
Orchard Lift Station Reconstruction	SE005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 277,981	\$ 277,981
Magnolia LS Structure Rehabilitation	SE006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 216,332	\$ 216,332
Cabernet Road Culvert Replacement	DR002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -
		\$ 397,727	\$ 760,956	\$ 557,260	\$ 375,298	\$ 818,831	\$ 300,000	\$ 3,210,072	\$ 494,313	\$ 494,313

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
 Healdsburg Avenue Utility Replacements

Project Number: SE004
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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 355,761	\$ 355,761	\$ 2,910,072	\$ -	\$ -	\$ -	\$ -	\$ 3,265,833
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 355,761	\$ 355,761	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 355,761
Construction	\$ -	\$ -	\$ 2,910,072	\$ -	\$ -	\$ -	\$ -	\$ 2,910,072
Funding Sources:								
Water Fund 520	\$ 51,998	\$ 51,998	\$ 397,727	\$ -	\$ -	\$ -	\$ -	\$ 449,725
Wastewater Fund 530	\$ 99,486	\$ 99,486	\$ 760,956	\$ -	\$ -	\$ -	\$ -	\$ 860,442
Water Impact Fee Fund 920	\$ 64,997	\$ 64,997	\$ 557,260	\$ -	\$ -	\$ -	\$ -	\$ 622,257
Wastewater Impact Fee Fund 930	\$ 43,774	\$ 43,774	\$ 375,298	\$ -	\$ -	\$ -	\$ -	\$ 419,072
Drainage Impact Fee Fund 931	\$ 95,506	\$ 95,506	\$ 818,831	\$ -	\$ -	\$ -	\$ -	\$ 914,337
Total	\$ 355,761	\$ 355,761	\$ 2,910,072	\$ -	\$ -	\$ -	\$ -	\$ 3,265,833

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

Project Name:

Orchard Lift Station Reconstruction

Project Number:

SE005

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: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ 277,981	\$ -	\$ -	\$ -	\$ 277,981
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ 277,981	\$ -	\$ -	\$ -	\$ 277,981
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources:								
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ 277,981	\$ -	\$ -	\$ -	\$ 277,981
Total	\$ -	\$ -	\$ -	\$ 277,981	\$ -	\$ -	\$ -	\$ 277,981

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

Project Name:

Magnolia LS Structure Rehabilitation

Project Number:

SE006

Project Priority:

Necessary

Project Description:

The Magnolia Lift Station was constructed in the early 1970s. The harsh environment of a sanitary lift station, along with time, have caused the structure to deteriorate. Recommended improvements include reroofing of the tarpaper and gravel roof, repairs to the exterior and exterior spalls, and cracks.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ 216,332	\$ -	\$ -	\$ -	\$ 216,332
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ 27,583	\$ -	\$ -	\$ -	\$ 27,583
Construction	\$ -	\$ -	\$ -	\$ 188,749	\$ -	\$ -	\$ -	\$ 188,749
Funding Sources:								
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ 216,332	\$ -	\$ -	\$ -	\$ 216,332
Total	\$ -	\$ -	\$ -	\$ 216,332	\$ -	\$ -	\$ -	\$ 216,332

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

Project Name:
Healdsburg Avenue Sewer Replacement

Project Number:
TBD

Project Priority:
Necessary

Project Description:
This project will replace approximately 2,300 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.



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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 2,007,053	\$ -	\$ -	\$ 2,007,053
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 50,176	\$ -	\$ -	\$ 50,176
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,956,876	\$ -	\$ -	\$ 1,956,876
Funding Sources:								
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ -	\$ 2,007,053	\$ -	\$ -	\$ 2,007,053
Total	\$ -	\$ -	\$ -	\$ -	\$ 2,007,053	\$ -	\$ -	\$ 2,007,053

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

Project Name:

Adeline Street to Mason Street Sewer Improvements

Project Number:

TBD

Project Priority:

Necessary

Project Description:

This project would replace the sewer from Adeline Street across the SMART property extending to Mason Street. This portion of the sewer is undersized, prone to backups, and requires frequent maintenance.



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)

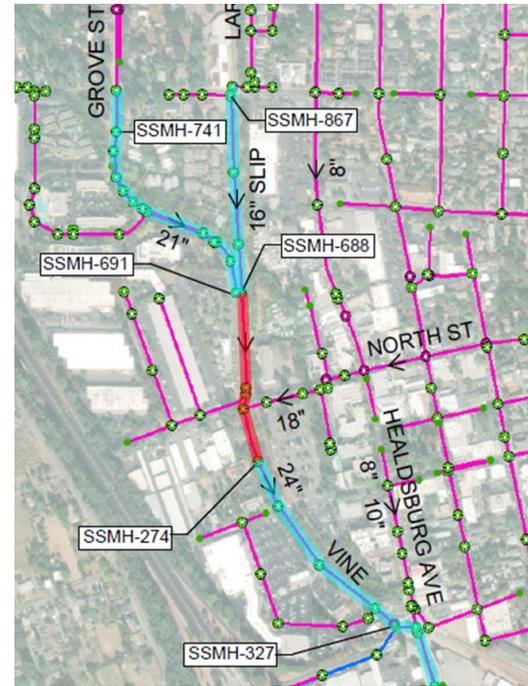
Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 365,000	\$ 2,750,000	\$ -	\$ 3,115,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 365,000	\$ -	\$ -	\$ 365,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,750,000	\$ -	\$ 2,750,000
Funding Sources:								
Wastewater Impact Fee Fund 930	\$ -	\$ -	\$ -	\$ -	\$ 365,000	\$ 2,750,000	\$ -	\$ 3,115,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 365,000	\$ 2,750,000	\$ -	\$ 3,115,000

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
 Grove Street and Vine Street Trunk Main Replacement

Project Number: TBD **Project Priority:** Necessary

Project Description:
 The 2020 Sewer System Master Plan identified a portion of sewer trunk main along Grove Street. Between Foss Circle and North Street, there lacks to be 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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project 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:								
Wastewater 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:

Inflow and Infiltration Repairs & Investigation

Project Number:

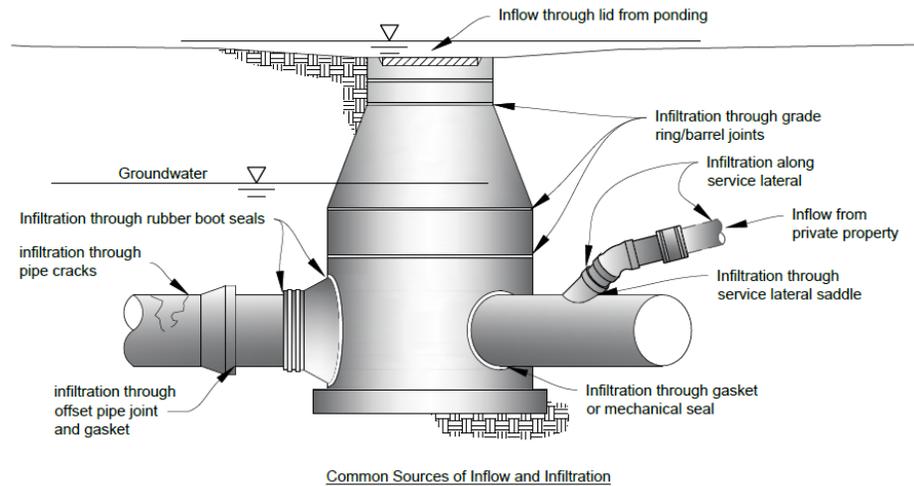
TBD

Project Priority:

Necessary

Project Description:

This project will analyze the City's existing sewer collection system to locate inflow and infiltration and perform repairs.



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.

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,589,343	\$ -	\$ 1,589,343
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 238,401	\$ -	\$ 238,401
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,350,942	\$ -	\$ 1,350,942
Funding Sources:								
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,589,343	\$ -	\$ 1,589,343
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,589,343	\$ -	\$ 1,589,343

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

Project Name:

Heron Lift Station Relocation

Project Number:

TBD

Project Priority:

Desirable

Project Description:

The Heron Lift Station is located in a greenbelt area adjacent to Badger Park. The location is on the inside of a curve with limited space for service vehicles. The space has planted trees, which tend to seek water in the wet well, and have clogged the pumps previously. The approach sewer is inadequately sloped to provide cleansing velocity of the sewage. Under this project, the Heron Lift Station will be relocated to the Badger Park which will correct these deficiencies.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,706,188	\$ -	\$ 1,706,188
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 165,776	\$ -	\$ 165,776
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,540,412	\$ -	\$ 1,540,412
Funding Sources:								
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,706,188	\$ -	\$ 1,706,188
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,706,188	\$ -	\$ 1,706,188

**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:

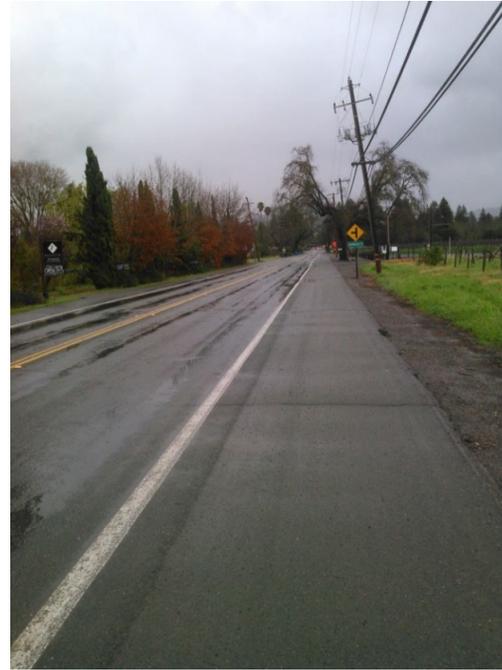
TBD

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: Utilities

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 (X) No ()

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,557,636	\$ 1,557,636
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,557,636	\$ 1,557,636
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources:								
Wastewater Fund 530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,557,636	\$ 1,557,636
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,557,636	\$ 1,557,636

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:

Chablis Road Drainage Channel Sediment Removal

Project Number:

DR001

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 25,000	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 325,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 25,000	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 75,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000
Funding Sources:								
Drainage Fund 531	\$ 25,000	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 325,000
Total	\$ 25,000	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 325,000

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

Project Name:
Cabernet Road Culvert Replacement

Project Number:
DR002

Project Priority:
Necessary

Project Description:
The project will remove and replace two failing culverts crossing Cabernet Road.



Department: Public Works

General Plan Consistency:
Goal S-C Prevent the loss of lives, injuries, and property damage due to flooding.

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

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Construction	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Funding Sources:								
Measure T Fund 105	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Total	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000

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

Project Name:

Center Street Storm Drain Replacement

Project Number:

TBD

Project Priority:

Necessary

Project Description:

The project will replace the undersized storm drain and nonstandard drain inlets on Center Street between Lincoln Street and Sherman Street.



Department: Public Works

General Plan Consistency:

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

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

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 105,000	\$ -	\$ -	\$ 105,000
Funding Sources:								
Drainage Impact Fee Fund 931	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000

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

Project Name:

Pordon Lane Storm Drain Improvements - Phase 2

Project Number:

TBD

Project Priority:

Necessary

Project Description:

The project will continue drainage improvements at the south end of Pordon Lane to prevent flooding and reduce wintertime maintenance.



Department: Public Works

General Plan Consistency:

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

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

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 270,000	\$ -	\$ -	\$ 270,000
Funding Sources:								
Drainage Impact Fee Fund 931	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000

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

Project Name:

135 Healdsburg Avenue Storm Drain Replacement

Project Number:

TBD

Project Priority:

Necessary

Project Description:

The project will replace the failing storm drain located within an easement across the property at 135 Healdsburg Avenue.



Department: Public Works

General Plan Consistency:

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

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

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 135,000	\$ -	\$ -	\$ 135,000
Funding Sources:								
Drainage Impact Fee Fund 931	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000

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

Project Name:

900 Powell Avenue Catch Basin Replacement

Project Number:

TBD

Project Priority:

Necessary

Project Description:

The project will replace the drainage catch basin located along the street frontage of 900 Powell Avenue. This location is prone to flooding and requires frequent maintenance.



Department: Public Works

General Plan Consistency:

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

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

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 90,000	\$ -	\$ -	\$ 90,000
Funding Sources:								
Drainage Impact Fee Fund 931	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

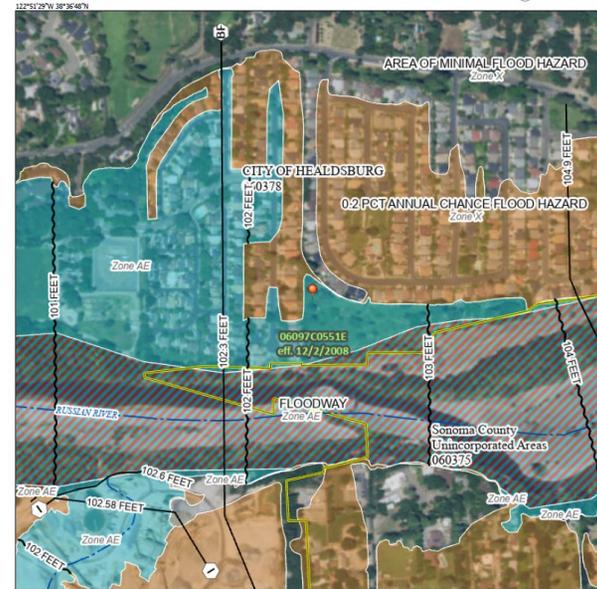
Project Name:
 Flood Plain Map Update

Project Number:
 TBD

Project Priority:
 Necessary

Project Description:

This project will perform a physical map revision of existing flood insurance rate maps to identify and update current flood risks in Healdsburg. The physical map revision process includes technical analysis, to review and change as necessary, flood zones, floodplain and/or floodway delineations, as well as flood surface elevations. The mapping update will include a community input and review process, as well as working with the Federal Emergency Management Agency.



Department: Public Works

General Plan Consistency:

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

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

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funding Sources:								
Drainage Fund 531	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000
Total	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000

Electric Projects - Fund 542

Project Name	Project #	Adopted Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Budget	FY 28-29 Budget	Total
Public Electric Vehicle Charging Stations	EL002	\$ 425,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 425,000
Underground Grove Street	EL005	\$ 50,000	\$ 1,900,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 2,150,000
Badger Substation Seismic Retrofit	EL006	\$ 375,000	\$ 112,500	\$ 1,087,500	\$ -	\$ -	\$ -	\$ 1,575,000
Underground Healdsburg Ave	EL008	\$ 220,000	\$ -	\$ 3,900,000	\$ -	\$ -	\$ -	\$ 4,120,000
Mill District Development	ER001	\$ 362,000	\$ 220,000	\$ 75,000	\$ -	\$ -	\$ -	\$ 657,000
155 Dry Creek Affordable Housing	ER003	\$ 200,300	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 240,300
Montage Affordable Housing	ER004	\$ 286,880	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 286,880
ENSO/North Village Development	ER005	\$ 324,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 374,000
3 Healdsburg Avenue Apartments	ER007	\$ 30,000	\$ 153,000	\$ -	\$ -	\$ -	\$ -	\$ 183,000
North Village Affordable Housing	ER010	\$ 10,000	\$ 37,803	\$ -	\$ -	\$ -	\$ -	\$ 47,803
		\$ 2,283,181	\$ 2,473,303	\$ 5,302,500	\$ -	\$ -	\$ -	\$ 10,058,984

Project Name	Project #	FY 24-25				FY 25-26			
		Electric Fund 540	FEMA HMGP	Developer Funded	Total	Electric Fund 540	FEMA HMGP	Developer Funded	Total
Underground Grove Street	EL005	\$ 1,900,000	\$ -	\$ -	\$ 1,900,000	\$ 200,000	\$ -	\$ -	\$ 200,000
Badger Substation Seismic Retrofit	EL006	\$ -	\$ 112,500	\$ -	\$ 112,500	\$ -	\$ 1,087,500	\$ -	\$ 1,087,500
Underground Healdsburg Ave	EL008	\$ -	\$ -	\$ -	\$ -	\$ 3,900,000	\$ -	\$ -	\$ 3,900,000
Mill District Development	ER001	\$ -	\$ -	\$ 220,000	\$ 220,000	\$ -	\$ -	\$ 75,000	\$ 75,000
155 Dry Creek Affordable Housing	ER003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000
ENSO/North Village Development	ER005	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
3 Healdsburg Avenue Apartments	ER007	\$ -	\$ -	\$ 153,000	\$ 153,000	\$ -	\$ -	\$ -	\$ -
North Village Affordable Housing	ER010	\$ -	\$ -	\$ 37,803	\$ 37,803	\$ -	\$ -	\$ -	\$ -
		\$ 1,900,000	\$ 112,500	\$ 460,803	\$ 2,473,303	\$ 4,100,000	\$ 1,087,500	\$ 115,000	\$ 5,302,500

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

Project Name:

Public Electric Vehicle Charging Stations

Project Number:

EL002

Project Priority:

Desirable

Project Description:

In support of Healdsburg's goals of reducing GHG emissions, 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, and Community Center.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 425,000	\$ 425,000	\$ -	\$ 425,000				
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Construction	\$ 345,000	\$ 345,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 345,000
Funding Sources:								
Electric Cap and Trade Fund 547	\$ 425,000	\$ 425,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 425,000
Total	\$ 425,000	\$ 425,000	\$ -	\$ 425,000				

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

Project Name:
Underground Grove Street

Project Number:
EL005

Project Priority:
Desirable

Project Description:
This project places existing overhead wires along Grove street between Grant and Dry Creek underground. This project requires coordination with other aerial utilities to complete the work ahead of planned street improvements. Total footage of the project is roughly 3,800 feet, however most of City Electric facilities are already underground along this section.



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 areas, neighborhoods and entryways.

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

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 50,000	\$ 50,000	\$ 1,900,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 2,150,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 50,000	\$ 50,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Construction	\$ -	\$ -	\$ 1,800,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 2,000,000
Funding Sources:								
Electric Fund 540	\$ 50,000	\$ 50,000	\$ 1,900,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 2,150,000
Total	\$ 50,000	\$ 50,000	\$ 1,900,000	\$ 200,000	\$ -	\$ -	\$ -	\$ 2,150,000

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

Project Name:
Badger Substation Seismic Retrofit

Project Number:
EL006

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 adjacency to Russian River, this facility is highly susceptible to liquefaction and lateral spreading of 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: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 375,000	\$ 375,000	\$ 112,500	\$ 1,087,500	\$ -	\$ -	\$ -	\$ 1,575,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 37,500	\$ 37,500	\$ 112,500	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Construction	\$ 337,500	\$ 337,500	\$ -	\$ 1,087,500	\$ -	\$ -	\$ -	\$ 1,425,000
Funding Sources:								
Electric Fund 540	\$ 375,000	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 375,000
FEMA HMGP	\$ -	\$ -	\$ 112,500	\$ 1,087,500	\$ -	\$ -	\$ -	\$ 1,200,000
Total	\$ 375,000	\$ 375,000	\$ 112,500	\$ 1,087,500	\$ -	\$ -	\$ -	\$ 1,575,000

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

Project Name:
Underground Healdsburg Ave

Project Number:
EL008

Project Priority:
Desirable

Project Description:
This project places existing overhead wires underground along Healdsburg Avenue in conjunction with the planned north Healdsburg Ave street improvements. This project requires coordination with other utilities to complete the work ahead of the planned street improvements. Total footage of the project is roughly 5,300 feet.



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 areas, neighborhoods and entryways.

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

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 220,000	\$ 220,000	\$ -	\$ 3,900,000	\$ -	\$ -	\$ -	\$ 4,120,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 220,000	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220,000
Construction	\$ -	\$ -	\$ -	\$ 3,900,000	\$ -	\$ -	\$ -	\$ 3,900,000
Funding Sources:								
Electric Fund 540	\$ 220,000	\$ 220,000	\$ -	\$ 3,900,000	\$ -	\$ -	\$ -	\$ 4,120,000
Total	\$ 220,000	\$ 220,000	\$ -	\$ 3,900,000	\$ -	\$ -	\$ -	\$ 4,120,000

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

Project Name:
Mill District Development

Project Number:
ER001

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: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 362,000	\$ 362,000	\$ 220,000	\$ 75,000	\$ -	\$ -	\$ -	\$ 657,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 362,000	\$ 362,000	\$ 220,000	\$ 75,000	\$ -	\$ -	\$ -	\$ 657,000
Funding Sources:								
Developer Funded	\$ 362,000	\$ 362,000	\$ 220,000	\$ 75,000	\$ -	\$ -	\$ -	\$ 657,000
Total	\$ 362,000	\$ 362,000	\$ 220,000	\$ 75,000	\$ -	\$ -	\$ -	\$ 657,000

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

Project Name:
155 Dry Creek Affordable Housing

Project Number:
ER003

Project Priority:
Mandate

Project Description:
To provide electric service to the proposed affordable housing at 155 Dry Creek, it 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: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 200,300	\$ 200,300	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 240,300
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Construction	\$ 175,300	\$ 175,300	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 215,300
Funding Sources:								
Developer Funded	\$ 200,300	\$ 200,300	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 240,300
Total	\$ 200,300	\$ 200,300	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 240,300

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:

Montage Affordable Housing

Project Number:

ER004

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: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 286,880	\$ 286,880	\$ -	\$ 286,880				
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Construction	\$ 256,880	\$ 256,880	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 256,880
Funding Sources:								
Developer Funded	\$ 286,880	\$ 286,880	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 286,880
Total	\$ 286,880	\$ 286,880	\$ -	\$ 286,880				

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

Project Name:
ENSO/North Village Development

Project Number:
ER005

Project Priority:
Mandate

Project Description:
To provide electric service to the proposed ENSO/North Village Development, it 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: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 324,000	\$ 324,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 374,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Construction	\$ 309,000	\$ 309,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 359,000
Funding Sources:								
Developer Funded	\$ 324,000	\$ 324,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 374,000
Total	\$ 324,000	\$ 324,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 374,000

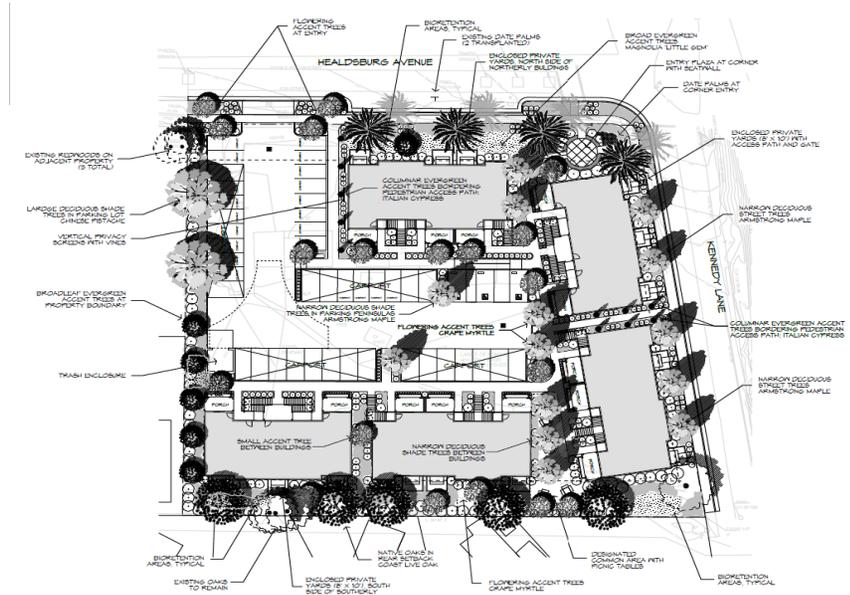
**City of Healdsburg
Five Year Capital Improvement Program
Project Detail**

Project Name:
3 Healdsburg Avenue Apartments

Project Number:
ER007

Project Priority:
Mandate

Project Description:
Developer-funded installation of electric facilities necessary to serve the housing development. Includes undergrounding of existing frontage along Healdsburg Ave and Kennedy Lane as required by the Planning Commission.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 30,000	\$ 30,000	\$ 153,000	\$ -	\$ -	\$ -	\$ -	\$ 183,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Construction	\$ 25,000	\$ 25,000	\$ 153,000	\$ -	\$ -	\$ -	\$ -	\$ 178,000
Funding Sources:								
Developer Funded	\$ 30,000	\$ 30,000	\$ 153,000	\$ -	\$ -	\$ -	\$ -	\$ 183,000
Total	\$ 30,000	\$ 30,000	\$ 153,000	\$ -	\$ -	\$ -	\$ -	\$ 183,000

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

Project Name:

North Village Affordable Housing

Project Number:

ER010

Project Priority:

Mandate

Project Description:

Developer-funded electric infrastructure to serve the new affordable housing within the North Village development.



Department: Utilities

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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 10,000	\$ 10,000	\$ 37,803	\$ -	\$ -	\$ -	\$ -	\$ 47,803
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Construction	\$ -	\$ -	\$ 37,803	\$ -	\$ -	\$ -	\$ -	\$ 37,803
Funding Sources:								
Developer Funded	\$ 10,000	\$ 10,000	\$ 37,803	\$ -	\$ -	\$ -	\$ -	\$ 47,803
Total	\$ 10,000	\$ 10,000	\$ 37,803	\$ -	\$ -	\$ -	\$ -	\$ 47,803

Airport Projects - Fund 572

Project Name	Project #	Adopted Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Budget	FY 28-29 Budget	Total
Airport North Apron Reconstruction	AP003	\$ -	\$ -	\$ -	\$ -	\$ 101,000	\$ 1,092,000	\$ 1,193,000
Airport Runway Pavement Rehabilitation	AP004	\$ -	\$ 204,000	\$ -	\$ 2,842,000	\$ -	\$ -	\$ 3,046,000
Airport Taxiways A (East) and A1 Pavement Rehabilitation	AP005	\$ -	\$ 62,000	\$ 555,000	\$ -	\$ -	\$ -	\$ 617,000
Airport Hangar Row C Pavement Rehabilitation	AP006	\$ -	\$ 54,000	\$ 313,000	\$ -	\$ -	\$ -	\$ 367,000
Airport Taxiways Reconfiguration Phase 2	TBD	\$ -	\$ -	\$ -	\$ 912,000	\$ -	\$ -	\$ 912,000
		\$ -	\$ 320,000	\$ 868,000	\$ 3,754,000	\$ 101,000	\$ 1,092,000	\$ 6,135,000

Project Name	Project #	FY 24-25				FY 25-26		
		Airport Fund 570	FAA Grants	CalTrans Grant	Total	Airport Fund 570	FAA Grants	Total
Airport Runway Pavement Rehabilitation	AP004	\$ 11,220	\$ 183,600	\$ 9,180	\$ 204,000	\$ -	\$ -	\$ -
Airport Taxiways A (East) and A1 Pavement Rehabilitation	AP005	\$ 6,200	\$ 55,800	\$ -	\$ 62,000	\$ 55,500	\$ 499,500	\$ 555,000
Airport Hangar Row C Pavement Rehabilitation	AP006	\$ 5,400	\$ 48,600	\$ -	\$ 54,000	\$ 133,900	\$ 179,100	\$ 313,000
		\$ 22,820	\$ 288,000	\$ 9,180	\$ 320,000	\$ 189,400	\$ 678,600	\$ 868,000

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

Project Name:

Airport North Apron Reconstruction

Project Number:

AP003

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)

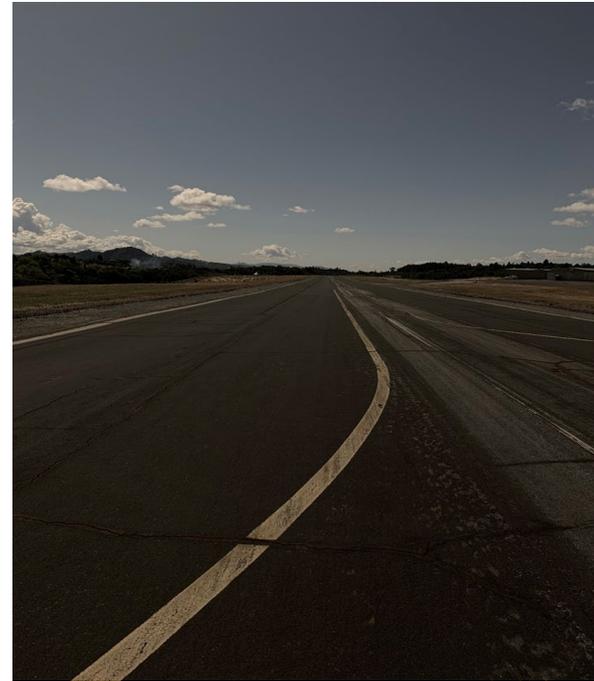
Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,000	\$ 1,092,000	\$ 1,193,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,000	\$ -	\$ 101,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,092,000	\$ 1,092,000
Funding Sources:								
Airport Fund 570	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,555	\$ 60,060	\$ 65,615
Caltrans Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,545	\$ 49,140	\$ 53,685
FAA Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,900	\$ 982,800	\$ 1,073,700
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,000	\$ 1,092,000	\$ 1,193,000

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

Project Name:
Airport Runway Pavement Reconstruction

Project Number: AP004 **Project Priority:** Necessary

Project Description:
This project will reconstruct the runway 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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ 204,000	\$ -	\$ 2,842,000	\$ -	\$ -	\$ 3,046,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 204,000	\$ -	\$ -	\$ -	\$ -	\$ 204,000
Construction	\$ -	\$ -	\$ -	\$ -	\$ 2,842,000	\$ -	\$ -	\$ 2,842,000
Funding Sources:								
Airport Fund 570	\$ -	\$ -	\$ 11,220	\$ -	\$ 156,310	\$ -	\$ -	\$ 167,530
Caltrans Grant	\$ -	\$ -	\$ 9,180	\$ -	\$ 127,890	\$ -	\$ -	\$ 137,070
FAA AIP Grant	\$ -	\$ -	\$ 183,600	\$ -	\$ 2,557,800	\$ -	\$ -	\$ 2,741,400
Total	\$ -	\$ -	\$ 204,000	\$ -	\$ 2,842,000	\$ -	\$ -	\$ 3,046,000

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

Project Name:
Airport Taxiways A (East) and A1 Pavement Rehabilitation

Project Number: AP005 **Project Priority:** Necessary

Project Description:
This project will rehabilitate the 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 () No (X)

Capital Improvement Program Detail	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ 62,000	\$ 555,000	\$ -	\$ -	\$ -	\$ 617,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 62,000	\$ -	\$ -	\$ -	\$ -	\$ 62,000
Construction	\$ -	\$ -	\$ -	\$ 555,000	\$ -	\$ -	\$ -	\$ 555,000
Funding Sources:								
Airport Fund 570	\$ -	\$ -	\$ 6,200	\$ 55,500	\$ -	\$ -	\$ -	\$ 61,700
FAA AIP Grant	\$ -	\$ -	\$ 55,800	\$ -	\$ -	\$ -	\$ -	\$ 55,800
FAA AIG Grant	\$ -	\$ -	\$ -	\$ 499,500	\$ -	\$ -	\$ -	\$ 499,500
Total	\$ -	\$ -	\$ 62,000	\$ 555,000	\$ -	\$ -	\$ -	\$ 617,000

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

Project Name:

Airport Hangar Row C Pavement Rehabilitation

Project Number:

AP006

Project Priority:

Necessary

Project Description:

This project will rehabilitate the failing hangar row C 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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ 54,000	\$ 313,000	\$ -	\$ -	\$ -	\$ 367,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ 54,000	\$ -	\$ -	\$ -	\$ -	\$ 54,000
Construction	\$ -	\$ -	\$ -	\$ 313,000	\$ -	\$ -	\$ -	\$ 313,000
Funding Sources:								
Airport Fund 570	\$ -	\$ -	\$ 5,400	\$ 133,900	\$ -	\$ -	\$ -	\$ 139,300
FAA AIG Grant	\$ -	\$ -	\$ 48,600	\$ 179,100	\$ -	\$ -	\$ -	\$ 227,700
Total	\$ -	\$ -	\$ 54,000	\$ 313,000	\$ -	\$ -	\$ -	\$ 367,000

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

Project Name:

Airport Taxiways Reconfiguration Phase 2

Project Number:

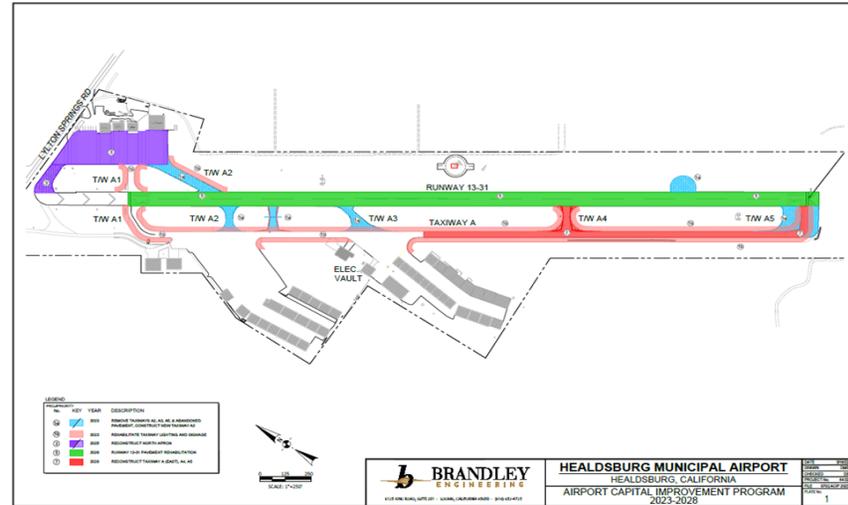
TBD

Project Priority:

Necessary

Project Description:

This project will remove Taxiway A3 and construct a new Taxiway A3 to be in conformance with current FAA standards. Additionally, upgrades to taxiway signage and lighting will be made.



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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ -	\$ -	\$ -	\$ -	\$ 912,000	\$ -	\$ -	\$ 912,000
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ 912,000	\$ -	\$ -	\$ 912,000
Funding Sources:								
Airport Fund 570	\$ -	\$ -	\$ -	\$ -	\$ 50,160	\$ -	\$ -	\$ 50,160
Caltrans Grant	\$ -	\$ -	\$ -	\$ -	\$ 41,040	\$ -	\$ -	\$ 41,040
FAA Grant	\$ -	\$ -	\$ -	\$ -	\$ 820,800	\$ -	\$ -	\$ 820,800
Total	\$ -	\$ -	\$ -	\$ -	\$ 912,000	\$ -	\$ -	\$ 912,000

Community Services Projects - Fund 582

Project Name	Project #	Adopted Budget	FY 24-25 Budget	FY 25-26 Budget	FY 26-27 Budget	FY 27-28 Budget	FY 28-29 Budget	Total
Badger Park Redevelopment	CS002	\$ 527,500	\$ 590,000	\$ 882,500	\$ 5,000,000	\$ -	\$ -	\$ 7,000,000
Saggio Hills Park Development	CS003	\$ 2,284,052	\$ 1,000,000	\$ 4,392,303	\$ 5,000,000	\$ -	\$ -	\$ 12,676,355
Pavilion at 3 North Street	CS004	\$ 9,861,779	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,861,779
		\$ 12,673,331	\$ 1,590,000	\$ 5,274,803	\$ 10,000,000	\$ -	\$ -	\$ 29,538,134

Project Name	Project #	FY 24-25					FY 25-26				
		Open Space Grant	Measure M Parks Fund 581	FY 24-25 Park Dedication Fund 583	Developer Funded	Total	Open Space Grant	Measure M Parks Fund 581	FY 25-26 Park Dedication Fund 583	Developer Funded	Total
Badger Park Redevelopment	CS002	\$ -	\$ 144,000	\$ 446,000	\$ -	\$ 590,000	\$ 732,500	\$ 150,000	\$ -	\$ -	\$ 882,500
Saggio Hills Park Development	CS003	\$ 250,000	\$ -	\$ -	\$ 750,000	\$ 1,000,000	\$ 750,000	\$ -	\$ -	\$ 3,642,303	\$ 4,392,303
		\$ 250,000	\$ 144,000	\$ 446,000	\$ 750,000	\$ 1,590,000	\$ 1,482,500	\$ 150,000	\$ -	\$ 3,642,303	\$ 5,274,803

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
 Badger Park Redevelopment

Project Number:
 CS002

Project Priority:
 Desirable

Project Description:

The project redevelops, renovates, and creates river access opportunities to Badger Park. 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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
			Project Costs:	\$ 527,500	\$ 527,500	\$ 590,000	\$ 882,500	\$ 5,000,000
Planning	\$ 527,500	\$ 527,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 527,500
Design	\$ -	\$ -	\$ 590,000	\$ -	\$ -	\$ -	\$ -	\$ 590,000
Construction	\$ -	\$ -	\$ -	\$ 882,500	\$ 5,000,000	\$ -	\$ -	\$ 5,882,500
Funding Sources:								
Open Space Grant	\$ 267,500	\$ 267,500	\$ -	\$ 732,500	\$ -	\$ -	\$ -	\$ 1,000,000
Measure M Parks Fund 581	\$ 200,000	\$ 200,000	\$ 144,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 494,000
Park Dedication Fund 583	\$ 60,000	\$ 60,000	\$ 446,000	\$ -	\$ -	\$ -	\$ -	\$ 506,000
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000	\$ -	\$ -	\$ 5,000,000
Total	\$ 527,500	\$ 527,500	\$ 590,000	\$ 882,500	\$ 5,000,000	\$ -	\$ -	\$ 7,000,000

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
 Saggio Hills Park Development

Project Number: CS003
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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 2,284,052	\$ 2,284,052	\$ 1,000,000	\$ 4,392,303	\$ 5,000,000	\$ -	\$ -	\$ 12,676,355
Planning	\$ 61,980	\$ 61,980	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,980
Design	\$ 750,000	\$ 750,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Construction	\$ 1,472,072	\$ 1,472,072	\$ 750,000	\$ 4,392,303	\$ 5,000,000	\$ -	\$ -	\$ 11,614,375
Funding Sources:								
Open Space Grant	\$ -	\$ -	\$ 250,000	\$ 750,000	\$ -	\$ -	\$ -	\$ 1,000,000
Creek Restoration Contribution	\$ 205,565	\$ 205,565	\$ 67,500	\$ 305,674	\$ -	\$ -	\$ -	\$ 578,739
Park Restoration Contribution	\$ 913,621	\$ 913,621	\$ 300,000	\$ 1,436,562	\$ -	\$ -	\$ -	\$ 2,650,183
Multi-use Trail Contribution	\$ 1,164,866	\$ 1,164,866	\$ 382,500	\$ 1,874,867	\$ -	\$ -	\$ -	\$ 3,422,233
Crosswalk Contribution	\$ -	\$ -	\$ -	\$ 25,200	\$ -	\$ -	\$ -	\$ 25,200
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000	\$ -	\$ -	\$ 5,000,000
Total	\$ 2,284,052	\$ 2,284,052	\$ 1,000,000	\$ 4,392,303	\$ 5,000,000	\$ -	\$ -	\$ 12,676,355

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
Pavilion at 3 North Street

Project Number:
CS004

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 events, 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	Adopted Budget	Estimated Expenditures	2024-25	2025-26	2026-27	2027-28	2028-29	Projected Project Total
Project Costs:	\$ 9,861,779	\$ 9,861,779	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,861,779
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	\$ 806,165	\$ 806,165	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 806,165
Construction	\$ 9,055,614	\$ 9,055,614	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,055,614
Funding Sources:								
Donation	\$ 6,663,295	\$ 6,663,295	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,663,295
Park Dedication Fund 583	\$ 599,992	\$ 599,992	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 599,992
Community Service Ops Transfers Fund 585	\$ 1,745,829	\$ 1,745,829	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,745,829
Parking Dev. Impact Fund 905	\$ 410,000	\$ 410,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 410,000
Park Impact Fee Fund 985	\$ 442,663	\$ 442,663	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 442,663
Total	\$ 9,861,779	\$ 9,861,779	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,861,779



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.

DEBT OBLIGATIONS

A summary of the long-term liabilities for the City of Healdsburg governmental and business-type activities as of the Fiscal Year 2022-23 Financial Statements are as follows:

	Balance at July 1, 2022	Additions	Deletions	Balance at June 30, 2023	Due Within One Year
Governmental activities:					
Other debt					
Pension obligation bonds	\$ 567,520	\$ -	\$ (567,520)	\$ -	\$ -
Lease liabilities	159,815	-	(71,442)	88,373	31,992
Successor Agency payable	1,376,900	-	(104,337)	1,272,563	104,597
Total other debt	2,104,235	-	(743,299)	1,360,936	136,589
Direct borrowings and direct placements					
HUSD finance purchase	1,137,807	-	(1,137,807)	-	-
Equipment finance purchase	947,393	-	(947,393)	-	-
Total direct borrowings and direct placements	2,085,200	-	(2,085,200)	-	-
Total governmental long-term debt	\$ 4,189,435	\$ -	\$ (2,828,499)	\$ 1,360,936	\$ 136,589
	Balance at July 1, 2022	Additions	Deletions	Balance at June 30, 2023	Due Within One Year
Business-type activities:					
Direct borrowings and direct placements					
2005D - CSCDA Water/Sewer	\$ 1,500,000	\$ -	\$ (135,000)	\$ 1,365,000	\$ 145,000
2014 Water Refunding Bonds	4,151,000	-	(583,000)	3,568,000	604,000
2015 Wastewater Refunding Bonds	19,735,000	-	(1,095,000)	18,640,000	1,140,000
Premium on Bonds	407,983	-	(31,383)	376,600	-
Total direct borrowings and direct placements	25,793,983	-	(1,844,383)	23,949,600	1,889,000
Other debt					
Successor Agency payable	1,570,322	-	(118,992)	1,451,330	119,290
Pension obligation bonds	317,235	-	(317,235)	-	-
Total other debt	1,887,557	-	(436,227)	1,451,330	119,290
Total business-type long-term debt	\$ 27,681,540	\$ -	\$ (2,280,610)	\$ 25,400,930	\$ 2,008,290

Governmental long-term debt represented in the Fiscal Year 2024-25 budget includes the following:

A. Successor Agency Payable

In 2008, the former Redevelopment Agency of the City of Healdsburg (RDA) loaned the City of Healdsburg \$4,495,000 (\$2,395,000 to the Electric Fund for upgrades to Badger Substation and \$2,100,000 to the Community Services Fund for long-term lease of a school facility) in accordance with executed loan agreements. In January 2012, the Board of Directors for the RDA adopted a resolution forgiving the loans between the RDA and the City. In June 2015, the California Department of Finance disallowed the forgiveness of the loans. The Successor Agency to the former RDA is

now responsible for the collection of this loan payment. The loans are payable annually over a period of 20 years at an interest rate of .25%. As of June 30, 2023, the amount due from Governmental Activities and the Electric Fund was \$1,272,563 and \$1,451,330, respectively. The Community Services Special Revenue fund is expected to be responsible for principal and interest payments for the portion related to Governmental Activities.

Successor Agency Payable

Fiscal Year	Principal	Interest	Total
2024	\$ 223,887	\$ 6,810	\$ 230,697
2025	224,446	6,250	230,696
2026	225,007	5,689	230,696
2027	225,570	5,126	230,696
2028	226,133	4,563	230,696
2029-2033	1,139,176	14,304	1,153,480
2034-2036	459,674	1,725	461,399
Totals	<u>\$ 2,723,893</u>	<u>\$ 44,467</u>	<u>\$ 2,768,360</u>

Reported as:

Governmental activities	\$ 1,272,563
Business-type activities	<u>1,451,330</u>
	<u>\$ 2,723,893</u>

B. Leases

The City has entered into agreements to lease certain equipment. The lease agreements qualify as other than short-term leases under GASB Statement No. 87 and, therefore, have been recorded at the present value of the future minimum lease payments as of the date of their inception.

The first agreement was executed on June 1, 2018, to lease four copy machines and requires 60 monthly payments of \$3,414. There are no variable payment components of the lease. The lease liability is measured at a discount rate of 0.51%. As a result of the lease, the City has recorded a right to use asset with a net book value of \$40,135 at June 30, 2023. The right to use asset is discussed in more detail in Note 9.

The second agreement was executed on April 1, 2021, to lease seven copy machines and requires 60 monthly payments of \$2,698. There are no variable payment components of the lease. The lease liability is measured at a discount rate of 0.51% based on the Sonoma County discount rate as of 7/1/2021. As a result of the lease, the

City has recorded a right to use asset with a net book value of \$87,921 at June 30, 2023. The right to use asset is discussed in more detail in Note 1.D.

The future minimum lease obligations and the net present value of these minimum lease payments as of June 30, 2023, were as follows:

Lease Liabilities			
Fiscal Year	Principal	Interest	Total
2024	\$ 31,992	\$ 379	\$ 32,371
2025	32,156	214	32,370
2026	24,225	52	24,277
Totals	\$ 88,373	\$ 645	\$ 89,018

Business-type long-term debt represented in the Fiscal Year 2024-25 budget includes the following:

C. 2005 Series D CSCDA Water/Sewer Revenue Bonds

In October 2005, the City, through the California Statewide Communities Development Authority, issued \$6,505,000 in bonds to provide funds to defease the 1996 Sewer Improvement Certificates and the 2000 Series B Water and Sewer CSDA Certificates, which were originally issued to finance sewer improvements. Interest on the 2005 bonds is payable semiannually, on April 1 and October 1, with the principal payments due annually on October 1 of each year. Net revenues of the water utility are pledged as security for the bonds. The debt coverage ratio is calculated by dividing the net system revenues by the total parity debt service and must meet or exceed 1.2%. Upon and during the continuance of an event of default, the principal of and interest accrued on all bonds may be declared to be due and payable immediately.

In July 2015, the City issued the 2015 Wastewater Revenue Refunding Bonds, which defeased the remaining Sewer Bonds of the 2005 CSDA Bonds of \$2,440,000. The 2005 CSDA Sewer Bonds are considered to be defeased and the liability has been removed from long-term debt. See the 2015 Wastewater Revenue Refunding Bonds, Series A for more information on the refunding.

The following represents the future debt service requirements for the 2005 Series D CSCDA Water Revenue Bonds:

2005 Series D CSCDA Water/Sewer Revenue Bonds			
Fiscal Year	Principal	Interest	Total
2024	\$ 145,000	\$ 61,850	\$ 206,850
2025	150,000	54,475	204,475
2026	160,000	46,725	206,725
2027	170,000	38,475	208,475
2028	170,000	30,294	810,763
2029-2032	570,000	40,469	610,469
Totals	\$ 1,365,000	\$ 272,288	\$ 2,247,757

D. 2014 Water Refunding Bonds

In February 2014, the City issued \$7,965,000 in Water Revenue Refunding Bonds, to refund the 2001 A and 2002 C outstanding bonds (current refunding). Proceeds from the 2014 bonds were placed in escrow to refund in full the 2001 A and 2002 C bonds, and to pay costs of issuance. The bonds carry interest rates in the range from 4.30% to 5%. The final maturity is October 1, 2032. Semi-annual payments of principal and interest are due each April 1 and October 1. Net revenues of the water utility are pledged as security for the bonds. The debt coverage ratio is calculated by dividing the net system revenues by the total parity debt service and must meet or exceed 1.2%. Upon and during the continuance of an event of default, the principal of and interest accrued on all bonds may be declared to be due and payable immediately. The following represents the future debt service requirements:

2014 Water Refunding Bonds			
Fiscal Year	Principal	Interest	Total
2024	\$ 604,000	\$ 135,539	\$ 739,539
2025	462,000	113,420	575,420
2026	484,000	93,790	577,790
2027	347,000	76,547	423,547
2028	253,000	64,097	317,097
2029-2033	1,418,000	151,807	1,569,807
Totals	\$ 3,568,000	\$ 635,200	\$ 4,203,200

E. 2015 Wastewater Revenue Refunding Bonds, Series A

In July 2015, the City issued \$26,625,000 in Wastewater Revenue Refunding Bonds, Series A, to refund the 2005 and 2006 Wastewater Revenue bonds (current refunding). Proceeds from the 2015 bonds were placed in escrow to refund in full the 2005 and 2006 bonds, and to pay costs of issuance. The bonds carry interest rates in the range from 2.0% to 3.75%. The final maturity is October 1, 2035. Semi-annual payments of principal and interest are due each April 1 and October 1. Net revenues of the wastewater utility are pledged as security for the bonds. The debt coverage ratio is calculated by dividing the net system revenues by the total debt service and must meet or exceed 1.2%. Upon and during the continuance of an event of default, the principal of and interest accrued on all bonds may be declared to be due and payable immediately. The following represents the future minimum debt service requirements for the 2015 Wastewater Revenue Refunding Bonds:

<u>2015 Wastewater Revenue Refunding Bond, Series A</u>			
<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	\$ 1,140,000	\$ 651,350	\$ 1,791,350
2025	1,190,000	604,750	1,794,750
2026	1,235,000	556,250	1,791,250
2027	1,290,000	505,750	1,795,750
2028	1,335,000	459,925	1,794,925
2029-2033	7,360,000	1,612,238	8,972,238
2034-2037	5,090,000	291,000	5,381,000
Totals	\$ 18,640,000	\$ 4,681,263	\$ 23,321,263

FINANCIAL POLICIES

The City of Healdsburg maintains a variety of financial policies to implement a strategic, long-term approach to financial management. The City institutionalizes good financial management practices and clarifies strategic intent through policies that define boundaries to comply with established public management best practices.

Financial Policies formally reviewed and adopted by City Council include:

- Pension Liability Funding Policy
- General Fund Surplus Policy
- General Fund Reserve Policy
- Community Services Fund Reserve Policy
- Water Reserve Policy
- Wastewater Reserve Policy
- Electric Reserve Policy

The City also completes long-term financial planning in core governmental funds including the General Fund, Measure T, and Community Services. City staff in conjunction with outside consultants maintain a Long-Range Financial Forecast. The forecast functions as a guiding tool that allows the Council the opportunity to set the fiscal trajectory of the City by planning for long-term needs.

In the Enterprise funds, long-term financial planning is completed in conjunction with outside consultants to periodically review the fiscal health of the utilities. The City recently completed 10-year financial planning forecasts in the Water, Waster, and Electric Fund in Fiscal Year 2023-24.

City of Healdsburg Pension Liability Funding Policy

1. PURPOSE

The purpose of this policy is to memorialize the methodology and process for funding current and future costs associated with the City's contractual obligations to provide pension benefits as set forth in the City's labor agreements. The policy also:

- Demonstrates prudent financial management practices;
- Promotes long-term and strategic thinking;
- Provides guidance in making annual budget decisions;
- Reassures bond rating agencies; and
- Demonstrates to employees and the public how the unfunded pension liability will be funded to ensure adequate funding for negotiated benefits.

2. BACKGROUND

A pension is a retirement account that an employer maintains to give employees a fixed payout when they retire. The City's plan is a defined benefit plan. The payout typically depends on how long the employee works for the employer and the employee's salary.

Investment income, employee contributions and employer contributions fund the total pension cost, including benefits and expenses. Employer contributions are set by actuaries using an investment rate assumption (also known as the "discount rate"), lowered from 7.0% to 6.8% as of July 1, 2021, and other assumptions related to salary, payroll, cost of living, mortality rate, disabilities, terminations, and retirements. The maximum employee contribution rates are set by law.

Current California law establishes that public employee retirement benefits are a form of deferred compensation and part of the employment contract. The Courts have established that the vested rights of public employees prevent not only a reduction in the benefits that have already been earned, but also a reduction in the benefits that a member is eligible to earn during future service. As such, changes to the employees' retirement benefits are considered a negotiable item and must go through the meet and confer process.

Over the years, the City has taken steps to control pension costs. In 2012 the City issued Pension Obligation Bonds to pay off CalPERS side funds at a lower interest rate and established second tiers for classic members. In 2013, the City adopted the Public Employee's Pension Retirement Act ("PEPRA"). In 2015, the City established the Pension Stabilization Fund and began making contributions to the fund. In 2019, the City adopted the initial version of this policy.

3. POLICY

3.1 Establishment of Pension Stabilization Fund

Effective July 21, 2015 the Council adopted the PARS Public Agencies Post-Employment Benefits IRS Section 115 approved trust, also known as the Pension Stabilization Fund. The premise behind the Trust is to set-aside monies in the fund with a City determined investment policy and pull out

the funds as needed to achieve a level contribution by the City's budget. The Pension Stabilization Fund is an important tool the City can use to limit the impact of future decisions made by CalPERS on the City's finances and ensure the delivery of public services.

3.2 Governance and administration of the established Trust:

The City Council established the Trust and defined the initial goals and policies for the administration of the Trust funds. The City Manager and staff have overall responsibility for the Trust and will manage the Trust in accordance with the City Council's adopted policies.

Trust Administrator, PARS, keeps plan documents current to ensure that they reflect the substantive plan and provides ongoing consulting, reporting and plan accounting records.

Trustee, currently US Bank, will be the plan's trust and custodian and will safeguard the assets in the Trust, hold the investment securities for safekeeping and make disbursement on request.

Investment Manager, currently PFM Asset Management (PFMAM), will recommend investment portfolio allocations based upon the Pension Trust Funds. PFMAM has adopted Investment Guidelines based on initial City Council input, revised to comply with existing law in November 2021 (Attachment 1), and manages City assets in accordance with the guidelines.

The Asset Allocation Investment Strategy chosen by a Council committee is rated as Moderately Conservative in regard to risk tolerance. Attachment 1 provides more detail on the asset allocation and breakdown.:

This policy recognizes that there will be future market volatility and that actual economic and demographic experience will differ from assumed experience. Accordingly, this policy is intended to provide flexibility to smooth such volatility and experience in a reasonable, systematic and financially sound manner.

3.3 Liability Funding Plan: Use of Pension Stabilization Fund

The City is required to make annual UAL payments to CalPERS to cover outstanding liabilities based on the amortization schedules for those liabilities. The amount of payment is forecasted annually by CalPERS and is impacted by annual return rates, changes to the discount rate, and changes in actuarial analysis inputs and outputs.

City staff will include in the two-year budget details on projected UAL costs and anticipated use of the Trust. Given the Trust's ability to generate interest, the City will endeavor to limit trust fund withdraws, maximizing potential for Trust Fund growth over time.

3.4 Additional Contribution: Development of Pension Stabilization Fund

The City will annually review its ability to make additional contributions to the Pension Stabilization Fund. Making additional contributions when funds are available will maximize interest earnings, extend the long-term benefits of the Trust, and provide further flexibility for future UAL funding. Actions to budget additional contributions will be proposed to Council as appropriate.

3.5 Transparency and Reporting

Funding of the City's pension benefit should be transparent to all parties including City employees, retirees, recognized employee organizations, the City Council and City residents. To achieve this level of transparency, the following information shall be available:

- a. Copies of the actuarial valuations for the City's pension plans shall be published on the City's website.
- b. The City's Annual Financial Statements shall be published on the City's website. The financial statements include information on the City's pension plans, contributions to the Trust, and the funded status of the plans.
- c. The City's annual operating budget shall include appropriations for contributions to the Trust, to CalPERS and the annual pension costs.

3.6 Review of Funding Policy

Funding pension liability requires a long-term plan. The City will review this policy at a minimum biennially, coincident with preparation of the actuarial valuations, to determine if changes to this policy are necessary to ensure adequate resources are being accumulated to fund pension benefits.

City of Healdsburg General Fund Surplus Policy

1. PURPOSE

The purpose of this policy is to establish a framework for allocating unanticipated annual surplus in the General Fund. This policy establishes a framework for identifying a surplus and the categories of expenditures in which staff will recommend surplus funds be allocated. The policy institutionalizes prudent financial management practices by promoting long-term strategic thinking and defining boundaries for use of one-time funds.

2. BACKGROUND

The City adopts a biennial budget with the goal of balancing the cost of providing services with the amount of revenues received. These planned expenditures and revenues can be further classified as recurring or non-recurring. Recurring expenditures are those that are included in the budget each year to maintain current service levels. Recurring revenues are those that can be reasonably expected to continue every year with some degree of predictability (property taxes, for example). A structurally balanced budget supports financial sustainability for multiple years into the future by balancing recurring revenues with recurring expenses.

The amount of money available after subtracting the total amount of expenditures made from the total amount of revenues received is the fund balance. The City has adopted a general fund reserve policy that requires maintenance of an unrestricted fund balance equal to at least 30% of the annual operating expenditures. The purpose of the reserve policy is to mitigate risks that could disrupt City services. If unforeseen economic conditions result in a reduction of expected revenues or catastrophic events require exorbitant one-time expenses the reserve is available to continue supporting essential recurring expenditures.

In addition to the budget process, the City prepares a long-term forecasting model that provides the opportunity to plan for longer term needs outside of the typical two-year budget cycle. The forecast provides a mechanism to understand the impacts of volatility on recurring revenues like Transient Occupancy Tax and Sales Taxes as well as growth trends associated with pension costs and other recurring expenditures. The forecast model is an important tool for identifying funding shortfalls and understanding the impacts of additional contributions.

3. POLICY

3.1 Definition of Surplus

For this policy, any anticipated remaining fund balance in the general fund that exceeds the reserve by \$250,000 is defined as surplus. The \$250,000 excess allows for reasonable variances within the estimated closing figures.

3.2 Financial Analysis and Review

A budget is a financial plan. Prudent fiscal management practices require ongoing analysis and updating of the City budget. Staff analyze the Cities financial condition and bring updates to Council for review on a quarterly basis. During these reviews staff recommend adjustments to

revenues and expenditures to align budgeted expectations with current trends and reduce or increase expenditures based on City needs and the overall fiscal health of the organization. During the third quarter budget review staff have a good understanding of the remaining revenues to be received and expenditures that will be incurred. During this review staff will provide closing estimates and determine if unanticipated revenues or budgetary savings will result in a surplus in the general fund. If a surplus is present staff will propose additional budgetary appropriations to allocate the surplus consistent with this policy.

3.3 Allocation of Surplus

Identified surplus funds will only be allocated for use on non-recurring expenditures to maintain a structurally balanced budget. Allocations of surplus funds are meant to improve the long-term fiscal health and prosperity of the City. Surplus funds will not increase long-term operational costs or expand the scope of operations. City staff will present surplus funding options consistent with the following categories.

- Actions that reduce City debt or liabilities, including but not limited to reducing fund deficits, paying off internal or external loans, early repayment of bonds, and additional contributions to the City's unfunded pension obligations (CalPERS UAL).
- Contributions that result in investment returns or expand future revenue potential, including but not limited to contributions to the Pension Trust Fund, and Long-Range Planning Fund.
- Investments to repair, replace, or expand existing capital assets including but not limited to deferred building maintenance, vehicle replacements, streets and drainage infrastructure, water and sewer infrastructure.

The ultimate responsibility for determining the allocation of surplus funds, consistent with this policy, rests with the City Council. The third quarter fiscal review will include appropriation adjustments to accommodate the approved allocations, but no expenditures will be incurred until the closing of the fiscal year. Staff will report back to council at the next quarterly financial update if for any reason approved surplus expenditures are not completed.

3.6 Review of Surplus Policy

Maintaining a structurally balanced budget that promotes sustainability of essential services requires a long-term plan. The City will review this policy at a minimum biennially, concurrent with preparation of the budget, to determine if changes to this policy are necessary to ensure resources are being allocated to priorities pertinent in the current financial landscape.

CITY OF HEALDSBURG

RESOLUTION NO. 56-2016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG AMENDING RESOLUTION NO. 139-2000, RESCINDING RESOLUTION NO. 106-2003 AND REESTABLISHING THE RESERVE POLICY FOR THE GENERAL FUND

WHEREAS, the City Council of the City of Healdsburg first adopted a contingency reserve for the General Fund in 2000 based on revenues, and then a recession reserve in 2003; and

WHEREAS, a formally articulated budget and strong fiscal policies provide the foundation for assuring the City's long-term fiscal health and the first line of defense in adverse circumstances is a strong reserve policy; and

WHEREAS, maintaining minimum fund balances based on the annual expenditures, a level set by city policy, allows the City to continue operations and projects while responding to short-term problems and provides breathing room to address longer-term problems while comprehensive response plans are developed; and

WHEREAS, 30% of annual operating expenditures is found to be the appropriate level of protection; and

WHEREAS, staff recommends the previous contingency and recession reserves be removed and replaced with a reserve based on annual operating expenditures.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg does hereby:

1. Rescinds Resolution No. 106-2003.
2. Amends Resolution No. 139-2000 deleting Section I related to the General Fund.
3. Maintains an unrestricted fund balance in the General Fund of at least 30 percent of General annual operating expenditures. The primary purpose of this fund balance designation is to protect the City's essential service programs and funding requirements during periods of economic downturn or of unforeseen catastrophic costs. Additionally, a designation of 30 percent is considered the minimum level necessary to maintain the City's credit worthiness.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Healdsburg this 6th day of June 2016, by the following vote:

AYES: Councilmembers: (4) Mansell, McCaffery, Ziedrich and Mayor Chambers

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (1) Plass

ABSTAINING: Councilmembers: (0) None

SO ORDERED:

ATTEST:


Thomas L. Chambers, Mayor


Maria Curiel, City Clerk

I, MARIA CURIEL, City Clerk of the City of Healdsburg, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 56-2016 adopted by the City Council of the City of Healdsburg on the 6th day of June, 2016.


Maria Curiel, City Clerk



CITY OF HEALDSBURG
RESOLUTION NO. 55-2016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
HEALDSBURG RESCINDING RESOLUTION NO. 25-2006
AND REESTABLISHING THE RESERVE POLICY FOR THE
COMMUNITY SERVICES FUND

WHEREAS, the City Council of the City of Healdsburg adopted a recession and contingency reserve for the Community Services Fund in 2006 based on revenues; and

WHEREAS, a formally articulated budget and strong fiscal policies provide the foundation for assuring the City's long-term fiscal health and the first line of defense in adverse circumstances is a strong reserve policy; and

WHEREAS, maintaining minimum fund balances based on the annual expenditures, a level set by city policy, allows the City to continue operations and projects while responding to short-term problems and provides breathing room to address longer-term problems while comprehensive response plans are developed; and

WHEREAS, 30% of annual operating expenditures is found to be the appropriate level of protection; and

WHEREAS, staff recommends the previous contingency and recession reserves be removed and replaced with a reserve based on annual operating expenditures.

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

1. Rescinds Resolution No. 25-2006.
2. Maintains an unrestricted fund balance in the Community Services Fund of at least 30 percent of Community Services annual operating expenditures. The primary purpose of this fund balance designation is to protect the City's essential service programs and funding requirements during periods of economic downturn or of unforeseen catastrophic costs. Additionally, a designation of 30 percent is considered the minimum level necessary to maintain the City's credit worthiness.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Healdsburg this 6th day of June 2016, by the following vote:

AYES: Councilmembers: (4) Mansell, McCaffery, Ziedrich and Mayor Chambers

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (1) Plass

ABSTAINING: Councilmembers: (0) None

SO ORDERED:

ATTEST:


Thomas L. Chambers, Mayor


Maria Curiel, City Clerk

Resolution No. 55-2016

Page 2

I, MARIA CUIRIEL, City Clerk of the City of Healdsburg, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 55-2016 adopted by the City Council of the City of Healdsburg on the 6th day of June, 2016.



Maria Curiel, City Clerk



CITY OF HEALDSBURG

ORDINANCE NO. 1240

AN UNCODIFIED ORDINANCE OF THE CITY COUNCIL OF
THE CITY OF HEALDSBURG ADOPTING WATER AND
WASTEWATER RATES FOR FISCAL YEARS 2024-25, 2025-
26, AND 2026-27

WHEREAS, Healdsburg Municipal Code Section 13.20.180 and 13.20.130 authorize the City Council to set and impose rates, by resolution, for water and wastewater services rendered by the City of Healdsburg (“City”); and

WHEREAS, the City Council may adopt any fee or charge by ordinance if it is permitted to adopt the fee or charge by resolution; and

WHEREAS, the water and wastewater services rates currently applied to City customers were last updated by Resolution No. 96-2022 adopted by City Council on June 21, 2022; and

WHEREAS, the City hired Raftelis, Inc (“Raftelis”) to review the City’s water and wastewater rates to determine whether they adequately recover ongoing costs to provide these services and support needed capital improvements; and

WHEREAS, Raftelis submitted a Water and Wastewater Cost of Service and Rate Design, dated March 22, 2024 (“Rate Study”), which recommends revised water and wastewater rate schedules for Fiscal Years 2024-25, 2025-26, and 2026-27. The Rate Study is attached hereto as Exhibit A and hereby incorporated by reference; and

WHEREAS, the City Council finds and determines that, based on the entire record before the City Council, including but not limited to the Rate Study and the Staff Report and attachments thereto:

(1) Revenues derived from the proposed rates will not exceed the costs required to provide water and wastewater service, respectively.

(2) Revenues derived from the proposed water and wastewater rates will not be used for any purpose other than that for which they were imposed.

(3) The amount of the rates imposed upon any parcel or person as an incident of property ownership will not exceed the proportionate cost of the service attributable to the parcel.

(4) The rates are imposed for a service or services that are actually used by, or immediately available to, the owner of the property in question.

(5) The rates are not being imposed for, nor will they contribute to, general government services; and

WHEREAS, pursuant to the provisions of Article XIII D, Section 6, of the California Constitution (“Proposition 218”), prior to extending, imposing or increasing water and wastewater rates, property owners shall be provided at least 45 days’ notice of a public hearing to consider such modifications to water and wastewater rates together with an explanation of: (1) the amount of the proposed rates, (2) the basis on which the rates are calculated, (3) the reason for the rate modifications, and (4) the date, time and place of a public hearing to consider the rate modifications, together with an explanation of the rights of property owners to submit written protests to the proposed rate modifications. The proposed rate modifications may not be imposed if, prior to the close of the public hearing, written protests are submitted by a majority of the parcels subject to the modified rates (“majority protest”); and

WHEREAS, notice of the public hearing to consider proposed adjustments to the water and wastewater rates was mailed to property owners of record and customers of record in accordance with Proposition 218; and

WHEREAS, on May 6, 2024, the City Council conducted a public hearing, considered testimony, and at the conclusion of the hearing determined that a majority protest did not exist; and

WHEREAS, the Rate Study recommends transitioning the existing capital reserve policy to a rate stabilization policy, eliminating the earmarking of reserves for specific capital purposes, and instead utilizing the capital reserve to complete preemptive capital replacement and fund maintenance costs in a manner that stabilizes rates; and

WHEREAS, the mailed notice of public hearing included a statement that there is a 120-day statute of limitations for challenging the water and wastewater rates should the proposed water or wastewater rates be adopted; and

WHEREAS, the water and wastewater rates are “exempt charges,” within the meaning of Section 1 of Article XIII C of the California Constitution and the proposed Taxpayer Protection and Government Accountability Act (Initiative No. 21-0042) because they are charges that are imposed in accordance with and subject to Article XIII D of the California Constitution; and

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF HEALDSBURG DOES ORDAIN AS FOLLOWS:

Section 1. The above recitals are true and correct, and incorporated herein by reference and each is relied upon independently by the City Council for its adoption of the Ordinance.

Section 2. The City Council finds that the adoption of this Ordinance is not considered a project under Public Resources Code Section 21065 and California Environmental Quality Act (“CEQA”) Guidelines Section 15378 because the Ordinance does not have the potential for

resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, as the Ordinance creates government funding mechanisms which do not involve any commitment to any specific project. The Ordinance is also exempt from CEQA as there is no possibility for causing a significant effect on the environment, per CEQA Guideline Section 15061(b)(3). No specific water or wastewater projects are associated with this Ordinance. The Ordinance is policy-oriented and would create a funding mechanism for the development of future water or wastewater facilities. When and if specific water or wastewater projects are developed and proposed for implementation, the environmental impacts of such facilities would be evaluated in accordance with CEQA and City practice.

Section 3. The procedures followed and the water and wastewater rates referenced herein are in compliance with the California Constitution Article XIII D and Government Code section 53755.

Section 4. The City Council adopts the water and wastewater rate schedules in Exhibit B attached hereto and incorporated herein by this reference. These rates shall supersede previously adopted water and wastewater rates, with the exception of previously adopted Water Shortage Rate Surcharges.

Section 5. The City Council approves and adopts the Rate Study attached hereto as Exhibit A, which sets forth the basis for the water and wastewater rates.

Section 6. The water and wastewater rates, set forth in Exhibit B, may be amended from time to time by ordinance or resolution of the City Council.

Section 7. The City Council approves and adopts a reserve target for both the Water and Wastewater enterprises at the amount of revenue needed to sustain a 90-day operating reserve plus an additional one-million dollars, for each enterprise, to be used as a rate stabilization reserve.

Section 8. If any provision, section, paragraph, sentence or word of this Ordinance, or the application thereof to any person or circumstance, is rendered or declared invalid by any court of competent jurisdiction, the remaining provisions, sections, paragraphs, sentences or words of this Ordinance, and their application to other persons or circumstances, shall not be affected thereby and shall remain in full force and effect and, to that end, the provisions of this Ordinance are severable.

Section 9. This Ordinance shall become effective thirty days after the date of its adoption.

Section 10. The City Clerk is directed to cause this Ordinance to be published in the manner required by law.

INTRODUCED by the City Council of the City of the Healdsburg on the 6th day of May 2024, and PASSED and APPROVED at a regular meeting of the City Council of the City of Healdsburg on the 20 day of May 2024, by the following vote:

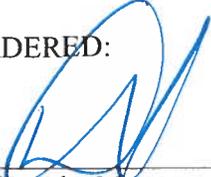
AYES: Councilmembers: (5) Edwards, Herrod, Kelley, Mitchell, and Mayor Hagele

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

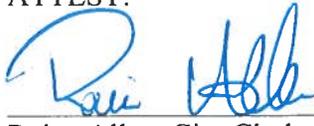
ABSTAINING: Councilmembers: (0) None

SO ORDERED:



David Hagele, Mayor

ATTEST:



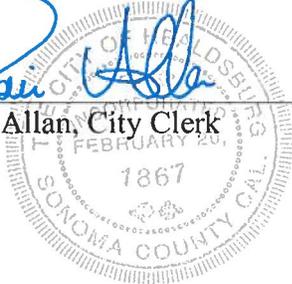
Raina Allan, City Clerk

Dated: May 21, 2024

I, RAINA ALLAN, City Clerk of the City of Healdsburg, do hereby certify that the foregoing is a full, true, and correct copy of Ordinance No. 1240 passed and adopted by the Healdsburg City Council on the 20th day of May 2024.



Raina Allan, City Clerk



CITY OF HEALDSBURG

RESOLUTION NO. 112-2019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG RESCINDING RESOLUTION 97-2008 AND APPROVING A REVISED RESERVE POLICY FOR THE CITY'S ELECTRIC FUND

WHEREAS, the City's Electric Utility is a publicly owned utility providing electric services to the City's residents and businesses; and

WHEREAS, the operation of the City's Electric utility requires ongoing planned and unplanned maintenance as well as the procurement of energy related products; and

WHEREAS, in September of 2008, the City Council adopted a revised reserve policy to mitigate financial risks; and

WHEREAS, after ten years, City staff reviewed the reserve policy and recommends changes to the City Council; and

WHEREAS, City staff recommends consolidating the operating reserve and rate stabilization reserve into one 180 days-of-cash on hand or 50% of the Electric Fund's approved operating budget; and

WHEREAS, City staff recommends increasing the capital reserve to \$4,000,000 to cover the contingencies of major equipment failures and natural disasters; and

WHEREAS, the recommended policy will increase Electric Fund restricted reserves from \$7,000,000 to roughly \$9,828,000; and

WHEREAS, the Electric Fund's existing restricted and unrestricted reserves are adequate to cover the recommended policy; and

WHEREAS, the reserve levels proposed are realistic and worthwhile for the purposes of providing stability in terms of operations and electric rates for the City's customers; and

WHEREAS, the continued administrative actions do not constitute a project under California Environmental Quality Act ("CEQA") guidelines and is therefore exempt from further environmental review.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Healdsburg does hereby:

1. Find that continued administrative actions are exempt from CEQA and no further environmental review is needed.

2. Rescind Resolution No. 97-2008.
3. Consolidate the operating reserve and rate stabilization reserve into one 180 days-of-cash on hand or 50% of the Electric Fund's approved operating budget.
4. Increase the capital reserve to \$4,000,000 to cover the contingencies of major equipment failures and natural disasters.

PASSED, APPROVED AND ADOPTED, this 3rd day of September 2019, by the following vote:

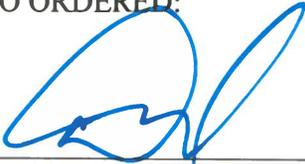
AYES: Councilmembers: (5) Gold, McCaffery, Mitchell, Naujokas and Mayor Hagele

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

SO ORDERED:



David L. Hagele, Mayor

ATTEST:



Stephanie A. Williams, City Clerk

Resolution No. 112-2019
Page 3

I, STEPHANIE A. WILLIAMS, City Clerk of the City of Healdsburg, do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 112-2019 adopted by the City Council of the City of Healdsburg on the 3rd day of September, 2019.


Stephanie A. Williams, City Clerk

CITY OF HEALDSBURG

RESOLUTION NO. 64-2024

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG ADOPTING THE FISCAL YEAR 2024-25 BUDGET

WHEREAS, at the January 16, 2024, City Council meeting the City kicked off the budget development process, identifying the budget development goals and a public outreach strategy; and

WHEREAS, as part of the public outreach and engagement strategy the City held a public workshop, met with community organizations, launched an online budget simulation and a paper budget survey; and

WHEREAS, on February 26, 2024, the City Council reviewed and updated the Pension Liability Funding Policy and the General Fund Surplus Policy as part of the budget development process; and

WHEREAS, on April 15, 2024, the City Council received an update on the budget development process including feedback from the public engagement process; and

WHEREAS, on May 13, 2024, the City Council held a duly noticed special meeting to review and provide opportunity for and receive public comments regarding the proposed Fiscal Year 2024-25 budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg does hereby:

1. Adopt the Fiscal Year 2024-25 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 3rd day of June 2024 by the following vote:

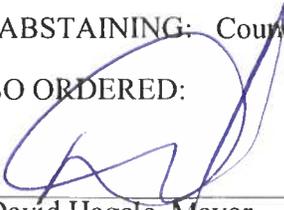
AYES: Councilmembers: (5) Edwards, Herrod, Kelley, Mitchell, and Mayor Hagele

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

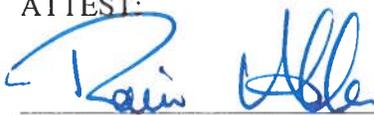
ABSTAINING: Councilmembers: (0) None

SO ORDERED:



David Hagele, Mayor

ATTEST:



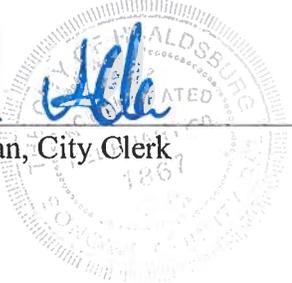
Raina Allan, City Clerk

Resolution No. 64-2024
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. 64-2024 adopted by the City Council of the City of Healdsburg on the 3rd day of June 2024.



Raina Allan, City Clerk



Resolution No. 64-2024

Exhibit A

Fund	Description	FY 2024-2025
101	General Fund	\$ 18,634,037
102	General Capital Replacement Fund	242,943
104	Enhanced Fire Protection Fund (Measure H)	341,150
105	Transaction & Use Tax Fund (Measure T)	2,889,389
106	Transient Occupancy Tax (TOT) - Affordable Housing	1,485,537
107	L & M Village Fund	839,231
201	Gas Tax Fund	302,900
202	Road Repair and Accountability Fund	1,434,000
211	Public Safety Fund	102,701
213	Opioid Settlement Fund	50,000
221	Lighting & Landscape Assessment District 1	78,383
222	Lighting & Landscape Assessment District 2	7,212
223	Lighting & Landscape Assessment District 3	85,474
224	Lighting & Landscape Assessment District 4	5,147
225	Lighting & Landscape Assessment District 5	17,969
226	Lighting & Landscape Assessment District 6	21,675
227	Lighting & Landscape Assessment District 7	50,519
280	Media Center Fund	35,000
301	General Debt Service Fund	122,918
403	Post RDA Successor Agency Fund	3,987,878
404	Post RDA Housing Agency Fund	650
405	Post RDA Debt Retirement Fund	3,729,129
510	Streets Fund	1,542,059
512	Streets Capital Project Fund	5,258,300
520	Water Fund	7,558,247
522	Water Capital Project Fund	2,851,724
530	Wastewater Capital Project Fund	8,469,934
531	Drainage Fund	848,752
532	Wastewater & Drainage Capital Project Fund	2,755,085
540	Electric Fund	17,791,547
542	Electric Capital Project Fund	2,473,303
546	Electric Public Benefit Fund	565,049
547	Electric Cap and Trade Fund	1,347,911
570	Airport Fund	454,864
572	Airport Capital Project Fund	320,000
581	Sonoma County Parks Improvement Fund (Measure M)	144,000
582	Community Services Capital Projects Fund	1,590,000
583	Park Dedication Fund	446,000
585	Community Services Fund	8,006,563
601	Insurance & Benefits Fund	1,733,299
602	Vehicle Services Fund	1,126,910
603	Information Services Fund	4,127,215
604	Building Maintenance Fund	1,525,646
622	Vehicle Replacement Fund	2,250,998
703	Senior Center Endowment Expendable Trust	4,500
706	Plaza Flowers Veterans Trust Fund	900
920	Water Development Impact Fees Fund	557,260
930	Wastewater Development Impact Fees Fund	375,298
931	Drainage Development Impact Fees Fund	818,831
Total		\$ 109,408,037

CITY OF HEALDSBURG

RESOLUTION NO. 65-2024

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
HEALDSBURG ADOPTING THE FISCAL YEAR 2025-26
BUDGET

WHEREAS, at the January 16, 2024, City Council meeting the City kicked off the budget development process, identifying the budget development goals and a public outreach strategy; and

WHEREAS, as part of the public outreach and engagement strategy the City held a public workshop, met with community organizations, launched an online budget simulation and a paper budget survey; and

WHEREAS, on February 26, 2024, the City Council reviewed and updated the Pension Liability Funding Policy and the General Fund Surplus Policy as part of the budget development process; and

WHEREAS, on April 15, 2024, the City Council received an update on the budget development process including feedback from the public engagement process; and

WHEREAS, on May 13, 2024, the City Council held a duly noticed special meeting to review and provide opportunity for and receive public comments regarding the proposed Fiscal Year 2025-26 budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg does hereby:

1. Adopt the Fiscal Year 2025-26 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 3rd day of June 2024 by the following vote:

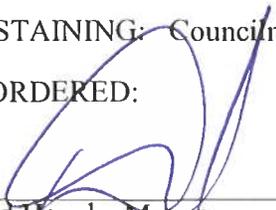
AYES: Councilmembers: (5) Edwards, Herrod, Kelley, Mitchell, and Mayor Hagele

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

SO ORDERED:



David Hagele, Mayor

ATTEST:

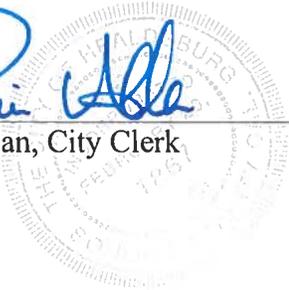


Raina Allan, City Clerk

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. 65-2024 adopted by the City Council of the City of Healdsburg on the 3rd day of June 2024.



Raina Allan, City Clerk



Resolution No. 65-2024

Exhibit A

Fund	Description	FY 2025-26
101	General Fund	\$ 19,123,364
102	General Capital Replacement Fund	242,943
104	Enhanced Fire Protection Fund (Measure H)	179,536
105	Transaction & Use Tax Fund (Measure T)	4,113,996
106	Transient Occupancy Tax (TOT) - Affordable Housing	2,737,843
107	L & M Village Fund	845,535
201	Gas Tax Fund	302,900
211	Public Safety Fund	7,500
213	Opioid Settlement Fund	50,000
221	Lighting & Landscape Assessment District 1	79,130
222	Lighting & Landscape Assessment District 2	7,540
223	Lighting & Landscape Assessment District 3	92,348
224	Lighting & Landscape Assessment District 4	6,427
225	Lighting & Landscape Assessment District 5	20,012
226	Lighting & Landscape Assessment District 6	23,256
227	Lighting & Landscape Assessment District 7	64,837
280	Media Center Fund	35,000
301	General Debt Service Fund	122,918
403	Post RDA Successor Agency Fund	3,983,830
404	Post RDA Housing Agency Fund	652
405	Post RDA Debt Retirement Fund	3,725,080
510	Streets Fund	1,597,615
512	Streets Capital Project Fund	16,137,319
520	Water Fund	8,041,409
522	Water Capital Project Fund	1,458,834
530	Wastewater Fund	10,442,811
531	Drainage Fund	868,376
532	Wastewater & Drainage Capital Project Fund	1,953,147
540	Electric Fund	20,338,367
542	Electric Capital Project Fund	5,302,500
546	Electric Public Benefit Fund	427,544
547	Electric Cap and Trade Fund	729,241
570	Airport Fund	637,811
572	Airport Capital Project Fund	868,000
581	Sonoma County Parks Improvement Fund (Measure M)	150,000
582	Community Services Capital Projects Fund	5,274,803
585	Community Services Fund	8,385,242
601	Insurance & Benefits Fund	2,027,093
602	Vehicle Services Fund	1,175,636
603	Information Services Fund	4,102,683
604	Building Maintenance Fund	1,457,977
622	Vehicle Replacement Fund	558,187
703	Senior Center Endowment Expendable Trust	4,500
706	Plaza Flowers Veterans Trust Fund	900
Total		\$ 127,704,642

CITY OF HEALDSBURG

RESOLUTION NO. 66-2024

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
HEALDSBURG ADOPTING THE 2024-29 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 13, 2024, the City Council held a duly noticed special meeting to review and provide opportunity for and receive public comments regarding the proposed five-year Capital Improvement Program; and

WHEREAS, on May 14, 2024, 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 2024-29 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 2024-29 five-year Capital Improvement Program as summarized in the attached Exhibit A.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Healdsburg, this 3rd day of June 2024, by the following vote:

AYES: Councilmembers: (5) Edwards, Herrod, Kelley, Mitchell, and Mayor Hagele

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

SO ORDERED:



David Hagele, Mayor

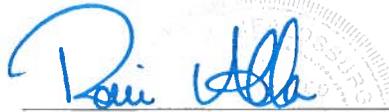
ATTEST:



Raina Allan, City Clerk

Resolution No. 66-2024
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. 66-2024 adopted by the City Council of the City of Healdsburg on the 3rd day of June 2024.



Raina Allan, City Clerk

CITY OF HEALDSBURG

RESOLUTION NO. 67-2024

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
HEALDSBURG ESTABLISHING THE LIST OF AUTHORIZED
POSITIONS

WHEREAS, on May 13, 2024, the City Council held a duly noticed special meeting to review and provide opportunity for and receive public comments regarding the proposed Fiscal Year 2024-25 and 2025-26 budgets, including appropriations for authorized positions by department; and

WHEREAS, the City Council wishes to adopt a City budget for Fiscal Years 2024-25 and 2025-26; and

WHEREAS, the budget includes the addition of one position, a Fire Inspector in the Fire Department, and

WHEREAS, the position is funded by the Measure H Enhanced Fire Protection Fund; and

WHEREAS, the City Council agrees that there are benefits to updating the Authorized Position list to accurately reflect approved positions; and

WHEREAS, on October 16, 2023, the City Council adopted Resolution No. 132-2023, in which it ratified a list of authorized positions and corresponding salary ranges attached as Exhibit A to Resolution No. 132-2023; and

WHEREAS, as of the June 3, 2024, City Council meeting, the City and its employee bargaining groups are still negotiating salary ranges for Fiscal Years 2024-25 and 2025-26; and

WHEREAS, the City would like to adopt an updated Authorized Position List, and later update the corresponding salary ranges, including by adding the salary range for the newly added position of Fire Inspector.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg does hereby ratify the authorized positions as depicted in the attached Exhibit A. This Resolution and Exhibit A shall supersede and replace the list of positions in Exhibit A to Resolution No. 132-2023. The salary ranges listed in Exhibit A to Resolution No. 132-2023 shall remain in effect until further action is taken by the City Council.

PASSED, APPROVED AND ADOPTED, by the City Council of the City of Healdsburg, this 3rd day of June 2024, by the following vote:

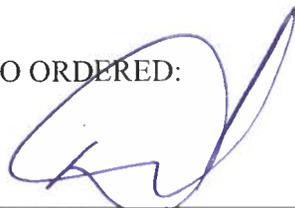
AYES: Councilmembers: (5) Edwards, Herrod, Kelley, Mitchell, and Mayor Hagele

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

SO ORDERED:



David Hagele, Mayor

ATTEST:



Raina Allan, City Clerk

Resolution No. 67-2024
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. 67-2024 adopted by the City Council of the City of Healdsburg on the 3rd day of June 2024.



Raina Allan, City Clerk

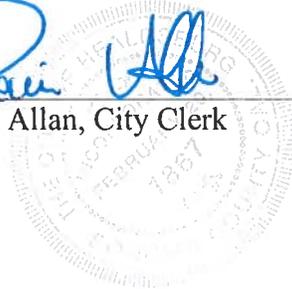




Exhibit A - Authorized Positions
Effective July 1, 2024

<u>Department</u>	<u>Authorized Positions</u>	<u>Bargaining Group</u>
City Manager's Office		
City Manager	1	Executive Management
Assistant City Manager	1	Executive Management
Chief Information and Security Officer	1	Mid-Management
City Clerk/Public Information Officer	1	Mid-Management
Chief Human Resources Officer	1	Mid-Management
Central Services Manager	1	Mid-Management
Human Resources Analyst	1	Mid-Management
Mechanic - Equipment Service Writer	1	IBEW
Administrative Analyst II	1	Mid-Management
Administrative Analyst I	1	Mid-Management
Geographic Information System Technician	1	IBEW
Information Technology Engineering Specialist	2	IBEW
Fleet Mechanic	1	IBEW
Administrative Technician	1	IBEW
Building Maintenance Technician II	1	IBEW
Building Maintenance Technician I	1	IBEW
Housing		
Housing Director	1	Executive Management
Administrative Analyst II	1	Mid-Management
Administrative Analyst I	1	Mid-Management
Finance		
Finance Director	1	Executive Management
Finance Manager	1	Mid-Management
Accounting Manager	1	Mid-Management
Accountant	1	Mid-Management
Payroll Technician	1	IBEW
Accounting Technician	1	IBEW
Senior Accounting Assistant	1	IBEW
Accounting Assistant II	1	IBEW
Accounting Assistant I	3	IBEW
Planning & Building		
Community Development Director	1	Executive Management
Building Official	1	Mid-Management
Senior Planner	1	Mid-Management
Senior Building Inspector	1	IBEW
Building Inspector II	1	IBEW
Building Inspector I	1	IBEW
Development Services Technician II	2	IBEW
Development Services Technician I	1	IBEW
Administrative Technician	1	IBEW
Assistant Planner	1	IBEW
Community Services		
Community Services Director	1	Executive Management
Parks and Open Space Superintendent	1	Mid-Management
Recreation Manager	1	Mid-Management
Project Manager	1	Mid-Management
Recreation Supervisor	3	Mid-Management
Park Maintenance Foreman	1	IBEW
Park Maintenance Worker II	4	IBEW
Park Maintenance Worker I	1	IBEW
Office Assistant II	1	IBEW
Recreation Coordinator II	2	IBEW
Recreation Coordinator I	1	IBEW
Facility Worker	1	IBEW
Office Assistant I	1	IBEW
Police		
Police Chief	1	Executive Management

Exhibit A - Authorized Positions

Police Lieutenant	1	Mid-Management
Police Sergeant	5	HPOA
Emergency Response Coordinator	1	Mid-Management
Police Dispatch Supervisor	1	HPOA
Police Officer	11	HPOA
Police Social Services Team Member	1	Mid-Management
Police Records Supervisor	1	HPOA
Police Dispatcher II	5	HPOA
Police Dispatcher I		HPOA
Police Technician	1	HPOA
Fire		
Fire Chief	1	Executive Management
Fire Marshal/Division Chief	1	Mid-Management
Fire Captain	3	IAFF
Fire Inspector	2	IAFF
Fire Engineer	3	IAFF
Fire Fighter	3	IAFF
Office Assistant II		IBEW
Office Assistant I	1	IBEW
Public Works		
Public Works Director	1	Executive Management
Principal Civil Engineer	2	Mid-Management
Utility Maintenance Superintendent	1	Mid-Management
Senior Project Manager	1	Mid-Management
Senior Public Works Inspector	1	IBEW
Project Manager	1	Mid-Management
Public Works Inspector	1	IBEW
Utility Maintenance Foreman	2	IBEW
Engineering Technician	2	IBEW
Administrative Technician	1	IBEW
Public Works and Utilities Materials Technician	1	IBEW
Utility Worker II		IBEW
Utility Worker I	7	IBEW
Utilities		
Utilities Director	1	Executive Management
Electric Operations Superintendent	1	Mid-Management
Utilities Engineering Manager	1	Mid-Management
Water and Wastewater Operations Superintendent	1	Mid-Management
Electric Line Foreman	1	IBEW
Lineworker/Troubleshooter		IBEW
Lineworker/Troubleshooter Apprentice	5	IBEW
Senior Electric Engineering Technician	2	IBEW
Wastewater Operations Foreman	1	IBEW
Water Operations Foreman	1	IBEW
Industrial Electrician	1	IBEW
Instrumentation Technician	2	IBEW
Electric Meter Technician	1	IBEW
Electric Coordinator/Inspector	1	IBEW
Senior Laboratory Analyst	1	IBEW
Utility Operator	4	IBEW
Utility Conservation Analyst	1	IBEW
Utility Compliance and Safety Coordinator	1	Mid-Management
Industrial Mechanic	2	IBEW
Electric Materials Technician	1	IBEW
Administrative Technician	1	IBEW
Total Full-time Employees	146	