City of Healdsburg
California

Adopted Budget Fiscal Year 14-15

www.cityofhealdsburg.org

CITY OF HEALDSBURG

Adopted Budget
Fiscal Year 14-15

City Council:

James Wood, Mayor

Shaun McCaffery, Vice Mayor

Thomas Chambers, Councilmember

Susan Jones, Councilmember

Gary Plass, Councilmember

Staff:

City Manager, Marjie Pettus

Assistant City Manager, David Mickaelian

City Clerk, Maria Curiel

Administrative Services Director, Jone Hayes

Planning and Building Director, Barbara Nelson

Police Chief, Kevin Burke

Fire Chief, Steve Adams

Utilities Director, Terry Crowley

Table of Contents

Table of Contents

Table of Contents

2014-15 CITY COUNCIL GOALS

AFFORDABLE HOUSING
Develop a comprehensive Housing Master Plan to identify and address the City's affordable housing needs. The plan will endeavor to meet the needs of lower- and moderate-income families as well as tie into economic development diversification programs and an updated Growth Management Ordinance.

ECONOMIC DEVELOPMENT AND DIVERSIFICATION
Create and implement a long-term economic development strategy; facilitate business retention, recruitment and diversification of the economic base through infrastructure improvements, business incentives and streamlined processing.

HIGH QUALITY CUSTOMER SERVICE
Continue to provide high quality customer service through commitment, active listening, responsiveness and the application of best practices.

INFRASTRUCTURE MAINTENANCE AND CAPITAL PROJECTS
Prioritize infrastructure projects and develop a comprehensive plan including: anticipated construction costs staffing requirements, funding mechanisms and interactive website reporting.

INFRASTRUCTURE PREPARATION FOR FUTURE DEVELOPMENT
Identify and prioritize the future infrastructure improvements necessary to promote economic diversification.

MEMORIAL BRIDGE
Begin rehabilitation construction and work diligently to minimize the impact on local residents and businesses.

PARKS AND RECREATION
Complete the Parks and Recreation Needs Assessment and Foss Creek Community Center Master Plan.

2014-15 CITY COUNCIL GOALS

(continued)

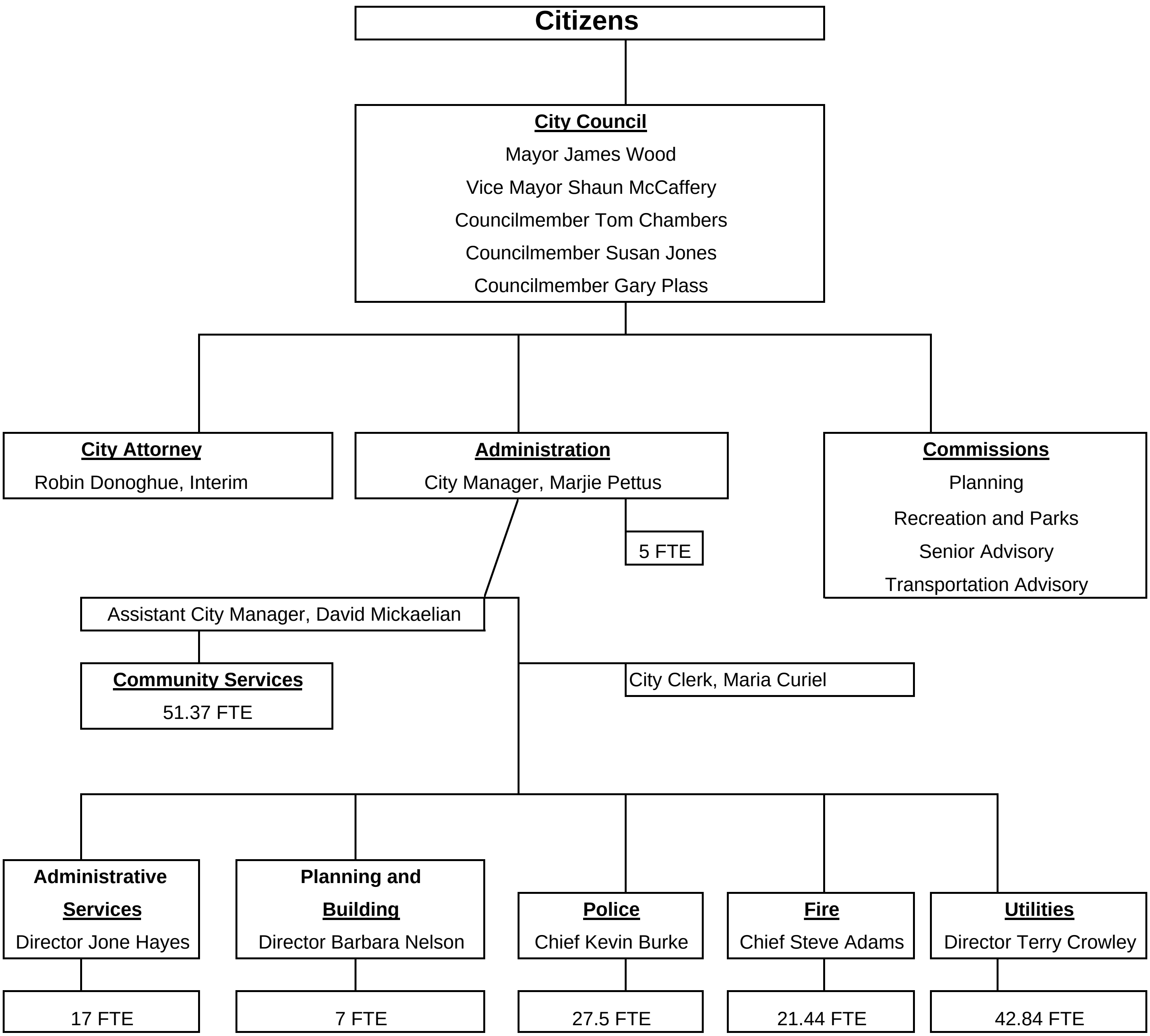
PUBLIC ENGAGEMENT
Achieve broader engagement of city residents and business operators through collaboration and the use of innovative outreach methods.

PUBLIC SAFETY
Support public safety programs and initiatives to ensure the timely response to emergencies without jeopardizing safety of the officers, firefighters or the public.

TECHNOLOGY
Utilize technology to enhance service to the public and increase operational efficiency.

WASTEWATER RECLAMATION PROJECT
Expand upon the recycled water system, finding beneficial uses that support the region's economical and sustainable use of our water resource.

City of Healdsburg
Organizational Chart



GENERAL FUND
FY 14-15 Adopted Budget

	FY 12-13 Actuals	FY 13-14 Proposed Amended Budget	FY 13-14 Estimated Year End	FY 14-15 Adopted Budget
Estimated Beginning Fund Balance	$ 6,624,323	$ 7,311,964	$ 7,311,964	$ 7,453,385
REVENUES				
Property Tax	$ 2,152,326	$ 1,113,082	$ 1,343,390	$ 1,410,739
Sales Tax	2,671,997	2,654,150	2,714,499	2,856,649
Vehicle License Fee Swap	934,367	943,711	979,552	970,000
Triple Flip (Property Tax in-lieu of Sales Tax)	774,176	963,735	950,233	902,783
Franchise Fees	416,359	420,000	420,000	420,000
Service Charges	527,506	357,466	447,589	360,350
Transient Occupancy Tax - 2%	414,112	409,964	447,241	487,493
Public Safety Charges	458,903	332,473	333,593	230,300
Business License Taxes	198,141	195,000	200,000	200,000
Fees and Permits	325,412	265,500	424,231	403,500
Rents and Interest	38,068	53,015	35,951	36,200
Other Intergovernmental Revenues	250,300	-	530,028	651,840
Other Financing Sources	25,570	23,144	39,099	25,300
Transfer in Measure V for Public Safety**	-	-	-	233,250
Misc. Revenues	201,058	165,986	180,741	5,860
Total Operational Revenues	9,388,295	7,897,225	9,046,147	$ 9,194,264
Special Revenue Bond Proceeds - POB	5,034,590	-	-	-
Total Revenues	$ 14,422,885	$ 7,897,225	$ 9,046,147	$ 9,194,264
EXPENDITURES BY DEPARTMENT				
City Council	$ 124,076	$ 219,892	$ 130,126	$ 149,891
Legal	181,069	225,250	250,250	270,250
Administration	1,114,137	1,007,522	990,309	1,134,183
Administrative Services	1,537,240	1,847,490	1,808,734	1,900,169
Planning and Building	612,060	1,320,645	1,168,992	1,391,093
Police	3,609,286	4,462,539	4,356,089	4,645,969
Fire	2,255,348	2,454,678	2,494,710	2,629,796
Non-Departmental	(624,520)	(1,936,492)	(2,294,484)	(2,185,100)
Total Operational Expenditures	$ 8,808,696	$ 9,601,523	$ 8,904,725	$ 9,936,251
Repayment of CalPERS Side Fund	4,926,548	-	-	-
Total Expenditures	13,735,244	9,601,523	8,904,725	9,936,251
Estimated Ending Fund Balance	$ 7,311,964	$ 5,607,666	$ 7,453,385	$ 6,711,399
Change in Fund Balance	579,599	(1,704,298)	141,421	(741,987)
Components of Ending Fund Balance				
Contingency Reserve - 25%	$ 2,347,074	$ 1,974,306	$ 2,261,537	$ 2,298,566
Recession Reserve - Set amount	1,250,000	1,250,000	1,250,000	1,250,000
Total Reserves Held	3,597,074	3,224,306	3,511,537	3,548,566
Unrestricted Estimated Ending Fund Balance	3,714,890	2,383,360	3,941,849	3,162,833

**Measure V Funds transferred in to offset cost of additional Police Officer, Police Dispatcher and Firefighter

ADMINISTRATION

The legislative and administration functions of the City are coordinated by the Administration Department, which includes the City Council, City Manager, City Attorney, Assistant City Manager and City Clerk.

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, community development 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.

Assistant City Manager
The Assistant City Manager serves as director for the Community Services Department, oversees economic development and development services. In the absence of the City Manager, the Assistant City Manager assumes the management of City operations.

City Clerk
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.

ADMINISTRATION

MAJOR DEPARTMENTAL TASKS COMPLETED FY 13-14

- ☑ Completed the strategic planning process with community stakeholders and council members and prepared draft strategic plan to establish priorities and guide the allocation of resources
- ☑ Successfully surveyed residents to obtain feedback on the allocation of Measure V funds
- ☑ Completed Phase 2 of the Downtown Streetscape Project
- ☑ Developed and submitted the Property Plan required by AB 1484 for the dissolution of Redevelopment
- ☑ Completed the classification and compensation study
- ☑ Successful transition into the new Library JPA
- ☑ Chaired the City Managers Association

MAJOR DEPARTMENTAL GOALS FOR FY 14-15

- ♦ Adopt the Strategic Plan and implementation plan documents
- ♦ Implement programs using the strategic initiative and economic inventory as the foundation for business development
- ♦ Continue efforts to expand community outreach programs, including the use of social media
- ♦ Secure grant funds to support vital city services and capital improvement projects
- ♦ Establish a facilities master plan to address ongoing maintenance and capital replacement needs
- ♦ Consolidate City Hall, CDC and Corporate Yard operations as appropriate to increase organizational efficiency
- ♦ Update the Healdsburg Municipal Code as required to streamline operations
- ♦ Adopt a city-wide customer service program
- ♦ Complete negotiations with all bargaining units

GENERAL FUND
CITY COUNCIL DEPARTMENT

	FY 12-13 ACTUAL	ADOPTED FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
EXPENDITURES				
Salaries	$ 9,069	$ 9,000	$ 9,000	$ 9,000
Benefits and Insurance	80,429	75,392	75,392	87,891
American Legion	8,000	8,000	8,000	8,000
Professional Services	-	100,000	10,000	15,000
Government Fees	9,382	9,500	9,500	10,750
Project Participation	8,748	5,000	5,000	5,000
Telecommunication Service	879	750	750	750
Advertising and Publication	-	-	484	500
Supplies	883	1,000	750	750
Meetings	6,574	9,500	9,500	9,500
Meals	112	-	-	1,000
Membership and Dues	-	250	250	250
Training	-	1,500	1,500	1,500
TOTAL EXPENDITURES	$ 124,076	$ 219,892	$ 130,126	$ 149,891

Professional Services

Negotiation Services	$ 15,000

GENERAL FUND
ADMINISTRATION DEPARTMENT

EXPENDITURES	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Salaries	$ 585,547	$ 510,818	$ 500,818	$ 632,063
Benefits and Insurance	365,652	220,653	225,468	226,929
Overtime	-	-	230	-
Professional Services	35,293	151,250	150,000	102,000
Election Expense	12,004	-	-	28,000
Government Fees	11,897	12,500	12,957	13,000
Project Participation	-	10,000	10,000	10,000
Service Fees	56,635	46,430	30,365	60,484
Replacement Fees	-	3,471	3,471	3,707
Telecommunication Service	3,263	3,500	3,500	3,500
Advertising and Publication	22,624	20,000	25,000	25,000
Printing and Binding	821	-	-	-
Supplies	4,529	5,500	5,500	5,000
Postage	1,178	1,400	1,000	1,000
Books and Periodicals	280	500	500	500
Meetings	4,351	2,000	2,000	3,500
Membership and Dues	6,147	11,500	11,500	11,500
Training	3,916	8,000	8,000	8,000
TOTAL EXPENDITURES	$ 1,114,137	$ 1,007,522	$ 990,309	$ 1,134,183

Budgeted Positions for Salaries, Benefits and Insurance

Assistant City Manager
City Clerk
City Manager
Administrative Analyst
Department Secretary

Professional Services	
Outreach Coordinator	$ 50,000
Injury/Illness Prevention Program	25,000
Undesignated	15,000
Municipal Code Updates	10,000
Document Shredding Services	1,000
Homeless Count	1,000
Total	$ 102,000

GENERAL FUND
LEGAL DEPARTMENT

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
EXPENDITURES				
Legal Services	$ 180,817	$ 225,000	$ 250,000	$ 270,000
Telephone Service	252	250	250	250
TOTAL EXPENDITURES	$ 181,069	$ 225,250	$ 250,250	$ 270,250

Prior Year Legal Expenditures by Funding Source	
General Fund	$ 180,817
RDA	46,936
Capital Projects	84,314
Total	$ 312,067

ADMINISTRATIVE SERVICES

The Administrative Services Department is responsible for the following:

Finance
The Finance division provides the following services:

- -Payroll processing as well as related reporting and withholding
- -General purchasing and City wide accounts payable processing
- -Revenue and collections, includes collection of revenues such as business license fees, transient occupancy taxes, and miscellaneous receivables
- -Treasury management, includes investment of funds, cash management and debt management
- -Budget and capital improvement program preparation and administration.
- -Financial reporting, coordination of annual audits, filing of required statutory reports and providing operational information to the City Council and City departments throughout the year

Utility Billing
The division is responsible for utility billing services for water, wastewater, drainage and electric utilities; and the management of 6,100 resident and business utility customer accounts. The Department reads meters and bills customers monthly, collects payments and provides customer service.

Information Services
Information Services division is responsible for planning, deploying and maintaining a variety of technology systems for the purpose of facilitating the provision of services and information to the Council, public, and City staff.

Building and Fleet Maintenance
Coordinates and provides maintenance services for all City vehicles and facilities.

Risk Management
Draft contracts and obtain insurance as required to reduce the City's liability exposure. Oversees the Injury and Illness Prevention Program.

Human Resources
Administers the City's Human Resources programs, including benefits administration, recruitment, labor relations, negotiation assistance, staff development, policy creation and implementation, and personnel support services to all City departments.

MAJOR DEPARTMENTAL TASKS COMPLETED FY 13-14

- ☑ Comprehensive restructuring of City Budget document to provide additional transparency and facilitate understanding
- ☑ Engaged new auditors
- ☑ Migrated most City computers to Windows 7
- ☑ Continued consolidation of Funds and inactivation of General Ledger accounts to create a more meaningful and user friendly structure
- ☑ Implemented utility electronic bill presentment and additional payment options for utility customers

ADMINISTRATIVE SERVICES

MAJOR DEPARTMENTAL GOALS FOR FY 14-15

- Implement a new purchasing policy
- Complete evaluation and selection of new Enterprise Resource Planning software
- Participate in finalizing labor negotiations and creation of new MOUs for all bargaining units
- Review and update Municipal Code and resolutions
- Continue evaluating and implementing departmental changes to improve efficiency, customer service, transparency and understanding of the City's financial position
- Revise cost allocation plan and implement
- Complete review of Successor Agency and related bond funds as part of ongoing dissolution process

GENERAL FUND

ADMINISTRATIVE SERVICES DEPARTMENT

EXPENDITURES	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Salaries	$ 687,312	$ 1,006,091	$ 954,091	$ 975,578
Benefits and Insurance	459,859	427,325	434,678	461,386
Overtime	1,065	-	500	500
Professional Services	122,528	90,000	90,941	100,000
Bank Fees	12,561	10,000	15,000	15,000
Government Fees	3,292	380	-	-
Service Fees	219,087	231,776	231,776	284,277
Personal Protective Equipment			250	250
Replacement	-	48,128	48,128	29,638
Repairs and Maintenance	70	-	-	-
Telecommunication Service	8,241	7,500	7,500	7,500
Advertising	365	400	400	400
Postage	7,141	5,140	5,140	5,140
Supplies	11,181	12,500	10,000	10,000
Tools and Equipment	-	3,000	2,000	2,000
Memberships and Dues	165	250	1,000	1,000
Training	1,155	5,000	7,330	7,500
Short/Over	15	-	-	-
Bad Debt Expense	3,203	-	-	-
TOTAL EXPENDITURES	$ 1,537,240	$ 1,847,490	$ 1,808,734	$ 1,900,169

Budgeted Positions for Salaries, Benefits and Insurance*

Accounting Assistant
Accounting Clerk II (2)
Accounting Supervisor (3)
Administrative Services Director
Administrative Services Manager
Meter Reader
Personnel Specialist
Senior Accounting Clerk
Storekeeper

Professional Services

Annual Audit	$ 42,000
Payroll Services Upgrade	20,000
Sales Tax Monitoring	6,000
Annual Inventory Count	2,500
ERP Software Modifications - Existing System	2,500
Bond Disclosure	1,000
Actuarial	6,000
ERP System Evaluation and Selection	10,000
Undesignated	10,000
Total	$ 100,000

PLANNING AND BUILDING

The Planning and Building Department is responsible for providing services related to planning, land use, development standards, building safety, code enforcement, 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 anticipate and fulfill future service needs to 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 reported code violations and works 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. The Department reviews and prepares required environmental documents. Additionally, the Department provides oversight for environmental consulting services contracts for specific projects.

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

MAJOR DEPARTMENT TASKS COMPLETED FY 13-14

- ☑ Facilitated Planning and Building Department review, plan check, and inspection services for development projects including residential subdivisions, new commercial projects and expansions of existing businesses

- ☑ Completed the approval and certification process for the Central Healdsburg Avenue Area Plan and Environmental Impact Report (EIR)
- ☑ Prepared General Plan and Land Use Code amendments to implement the Central Healdsburg Avenue Area Plan
- ☑ Completed a parking in-lieu fee study in support of the City's economic development goals
- ☑ Prepared General Plan and Land Use Code amendments to terminate the Downtown Parking Exemption Area and establish an in lieu parking fee option
- ☑ Prepared Land Use Code definition amendments for certain housing definitions to ensure consistency with State of California Housing Law
- ☑ Prepared an amendment to the Growth Management Ordinance to be placed on the November 4, 2014 general election ballot
- ☑ Revised the administrative violation process and established a proposed fee policy for Land Use Code and Building Code violations
- ☑ Established a process for investigation of vacation rental violations
- ☑ Completed required annual report regarding noise ordinance
- ☑ Completed required annual report regarding General Plan compliance
- ☑ Completed required annual development agreement report for the Saggio Hills project
- ☑ Completed required annual development agreement report for the Healdsburg Meat Company project
- ☑ Completed required annual development agreement report for the Duchamp Hotel
- ☑ Participated in one stop permit center meetings
- ☑ Participated in county and region-wide technical and planning advisory committees

MAJOR DEPARTMENTAL GOALS FOR FY 14-15

- Continue to facilitate development project review and inspection services
- Continue to maintain a responsive code enforcement program
- Complete the parking management plan
- Complete the General Plan Housing Element Update
- Prepare an ordinance to regulate e-cigarette lounges and vapor bars
- Complete required annual report regarding noise ordinance
- Complete required annual report regarding General Plan compliance
- Complete required annual report regarding the Growth Management Ordinance
- Complete required annual development agreement report for the Saggio Hills project
- Complete required annual development agreement report for the Healdsburg Meat Company project
- Continue to participate with the Sonoma County Transportation Authority/Climate Protection Agency and other Sonoma County jurisdictions to complete the Climate Action 2020 Plan

FUTURE OBJECTIVES

- Implement the Central Healdsburg Special Study Area Plan
- Complete special study area plans as identified in the General Plan
- Update Design Review Manual and add design guidelines for infill development

GENERAL FUND
PLANNING AND BUILDING DEPARTMENT

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
EXPENDITURES				
Salaries	$ 270,340	$ 492,044	$ 360,000	$ 660,402
Overtime	1,894	1,000	1,000	-
Benefits and Insurance	179,171	238,669	209,720	265,591
Professional Services	109,861	528,000	528,000	361,665
Service Fees	38,182	43,972	43,972	73,505
Telecommunication Services	2,003	2,500	2,889	2,900
Advertising and Noticing	4,460	4,000	4,000	4,000
Supplies	2,866	5,000	8,031	9,520
Postage	1,452	1,200	1,500	2,000
Books and Periodicals	176	1,650	4,150	2,000
Memberships and Dues	940	1,710	2,330	2,910
Meetings	25	100	400	600
Training	690	800	3,000	6,000
TOTAL EXPENDITURES	$ 612,060	$ 1,320,645	$ 1,168,992	$ 1,391,093

Budgeted Positions for Salaries, Benefits and Insurance

Administrative Specialist
Assistant Planner
Building Inspector
Building Official
Community Development Technician
Planning Director
Project Planner
Building Inspector Trainee

Professional Services	
Parking Study	$ 39,330
Housing Element Update	35,335
Housing Land Trust of Sonoma County	27,000
Environmental Consultants (various)	125,000
Geotechnical Review	35,000
Inpection and Plan Check Services	100,000
Total	$ 361,665

POLICE

The Healdsburg Police Department (HPD) 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 a number of community outreach efforts such as Adopt A Cop, Challenge Day, Alive at 25, Every 15 Minutes, 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. This includes requests for fire and medical services. 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. Dispatchers are the critical link between citizens in need of service and law enforcement officers. They also process records and work with the Records Officer in obtaining important data and the dissemination of 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 office. The office also analyzes crime statistics and staffing needs.

Community Services

The Police Technician performs relief dispatch duties, parking enforcement, vehicle abatement duties, and manages the property and evidence room. Property and evidence is monitored to ensure compliance with State and Federal laws. Additional duties include public presentations, child seat installations, city licensing and support tasks for operations.

MAJOR DEPARTMENTAL TASKS COMPLETED FY 13-14

- ☑ Re-organized personnel to maintain dispatch service levels and core services
- ☑ Expanded the Volunteer Program to seven volunteers
- ☑ Recruited and hired a full-time police officer
- ☑ Experimented with field video recording technology; evaluated effectiveness
- ☑ Identified Mobile RIMS as a technology for improving service delivery
- ☑ Shared resources with local allied agency task force
- ☑ Completed EOC improvements and made the new EOC operational

MAJOR DEPARTMENTAL GOALS FOR FY 14-15

- Re-organize personnel to improve response to traffic issues
- Expand Volunteer Program to add additional volunteers
- Recruit and hire a reserve police officer
- Continue to look for grant funding opportunities
- Recruit and hire a full-time police officer
- Promote a police officer to the position of sergeant
- Promote a police officer to the position of detective
- Implement body camera program for police officers
- Complete study of shared services dispatch option

FUTURE OBJECTIVES

Training this fiscal year will have a self-directed mindset, designed to enhance crucial officer skillsets in addition to POST requirements. The Department will continue to explore ways in which we can use technology to maintain or improve our level of service given reductions in police officer and dispatcher staffing. Improving customer service will also be a top priority.

.

GENERAL FUND
POLICE DEPARTMENT

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
EXPENDITURES				
Salaries	$ 1,558,504	$ 2,039,572	$ 1,883,532	$ 2,199,955
Overtime	240,491	225,000	225,000	225,000
Benefits and Insurance	1,350,411	1,355,638	1,361,592	1,332,795
Personal Protective Equipment	410	20,000	20,000	20,000
Animal Control Contract	94,649	145,429	145,429	235,000
Professional Services	56,172	80,164	82,000	65,622
Service Fees	254,151	507,686	507,686	429,047
Utilities			39,000	39,000
Communication Services	11,537	13,000	13,000	13,000
Printing and Binding	382	500	800	1,000
Buy Money, Prisoner Meals	-	350	350	350
Supplies	4,801	6,500	6,500	6,500
Postage	2,205	3,500	2,500	3,000
Books and Periodicals	1,013	1,500	1,500	1,500
Tools and Equipment	14,949	21,500	30,000	32,000
Meetings	1,100	1,000	1,000	1,000
Memberships and Dues	1,271	1,200	1,200	1,200
Training	17,240	40,000	35,000	40,000
TOTAL EXPENDITURES	$ 3,609,286	$ 4,462,539	$ 4,356,089	$ 4,645,969

Budgeted Positions for Salaries, Benefits and Insurance

Parking Enforcement Officer
Police Chief
Police Dispatcher (7)
Police Lieutenant
Police Officer (12)
Police Records Officer
Police Sergeant (4)
Police Services Manager
Police Technician
Code Enforcement Officer

Professional Services

Sexual Assault Exams $1,800 each	$ 7,200
Destruction of Documents	500
CLETS Connection	3,200
Blood Withdrawal DUI Services	1,500
Justice Access for Court minutes	4,500
Bomb Squad Contract	5,900
Annual Housing Permit - detention	227
Facial Recognition	730
Magnet Contribution	2,837
Removal of Medical Waste	1,000
Hiring Cost	7,000
Legal Services	5,200
Prisoner Medical Services	2,000
Booking/Jail Access Fees	3,000
Fingerprint fee	500
Radar Repair and Maintenance	750

Professional Services (continued)

Communication Equipment Annual Maintenance		6,500
Firing Range Rental		2,000
Interpretation Services		500
Parking Hearing Officer Services		1,000
Crime Reports		1,188
Graffiti Detector Lease		1,800
Community Alert System		1,590
Miscellaneous Professional		5,000
Total	$	65,622

FIRE

The Fire Department is a combination fire agency that is responsible for protecting life, property and the environment from the dangers of fire, explosion and hazardous materials incidents, and responding to, and providing basic life support and first aid response to rescue, medical emergencies and vehicle accidents. The department also provides fire prevention, disaster preparedness, weed abatement and hazardous materials management programs for the City.

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 Fitch Mountain and the lower Dry Creek Valley.

Fire Prevention
The Fire Prevention division is administered by the Division Chief/Fire Marshal and is responsible for enforcing the Fire Code and portions of the State Health and Safety Code. Major activities include; project reviews, conducting plan checks and inspection of new construction and fire protection systems, conducting Fire Safety Education programs and inspection of target hazards. The division is also responsible for conducting fire investigations of all unknown fires.

Emergency Medical Services (EMS)
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 (EMT-l). Enhanced services include Early Defibrillators on all apparatus and Pulse Oximeters.

Hazardous Materials/CUPA
The department has been authorized as a Certified Unified Program Agency (CUPA) by the State to regulate six hazardous materials and waste programs within the Cities of Healdsburg and Sebastopol through a Joint Powers Agreement (JPA). 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.

MAJOR DEPARTMENTAL TASKS COMPLETED FISCAL YEAR 2013-14

- ☑ Responded to 1,425 incidents; 31 structure fires; 8 vehicle fires; 45 vegetation fires; 7 debris fires; 76 vehicle accidents; 612 medical aids; 39 hazardous materials; 161 public agency assist; 15 illegal burns; 123 fire alarms; 68 hazardous conditions; 240 good intent
- ☑ Fire dollar loss value of $1,582,202 and dollar value saved was $3.4 million
- ☑ Provided mutual aid to the State with Healdsburg wildland firefighting engine on 5 major wildland fires for a total of 22 days
- ☑ Provided 155 mutual aid responses to neighboring agencies
- ☑ Responded to 132 simultaneous calls for service while the on duty crew was committed

- ☑ Responded to 188 calls for service to Sotoyome and Fitch Mountain fire services contract area
- ☑ Conducted over 3,986 hours of reserve and full time staff training
- ☑ Performed over 2,780 Fire Code and hazardous materials inspections
- ☑ Provided over 76 hours of IIPP / Safety Training to all City Staff
- ☑ Performed over 250 hours of public education activities, including 14 CPR Classes
- ☑ Hosted 7 blood drives at the Fire Station for the Blood Bank of the Redwoods
- ☑ Recruited and trained 4 new Reserve Firefighters
- ☑ Staff continues to be very active in supporting economic development and plays a major role in the One Stop Permit process at CDC
- ☑ Hired 40 hour Fire Engineer utilizing standardized selection procedure and completed background investigation process
- ☑ Updated contracts for Fire Protection Services provided to Sotoyome/Dry Creek and Fitch Mountain Zones within the unincorporated areas surrounding Healdsburg
- ☑ Annual Toy Drive providing toys to over 1,300 children
- ☑ Completed updated City of Healdsburg Emergency Operations Plan and conducted staff training and full scale and functional exercise
- ☑ Completed specifications and purchased new wildland fire apparatus

MAJOR DEPARTMENTAL GOALS FOR FISCAL YEAR 2014-15

1. Complete Multi Agency Drill exercising the Healdsburg Area Mutual Threat Zone Pre Fire Plan
2. Train and promote two Reserve Firefighters to Fire Engineer status
3. Recruit and complete Training Academy for four new Reserve Firefighters
4. Continue to work with the Reserve Firefighters Association to provide necessary coverage during weekends and periods of peak fire call activity
5. Provide continuous support and remain active in the City's One Stop Permit
6. Increase overall training hours for reserve and full time fire suppression personnel with an emphasis on personnel safety and operational readiness
7. Continue to work closely with northern Sonoma County fire agencies and support Sonoma County LAFCO through the completion of the Zone 6 Municipal Services Review and Sphere of Influence Update
8. Pursue grant funding opportunities

FUTURE OBJECTIVES

Given the recent retirements, newly hired personnel, and potential promotions, the Fire Department will need to focus on training and obtaining appropriate certifications for staff to effectively perform their duties. Recruit and train 5 new Reserve Firefighters. Place new wildland fire apparatus in service and train all personnel. Complete purchase of P25 compliant portable radios. Continue to work closely with northern Sonoma County fire agencies and support Sonoma County LAFCO through the completion of the Zone 6 Municipal Services Review and Sphere of Influence Update. Continue to pursue shared service opportunities with neighboring agencies, while overseeing the City-wide safety program. Achieve and maintain 100 percent compliance with Target Solutions online/computer based IIPP and safety training program for City of Healdsburg staff.

GENERAL FUND
FIRE DEPARTMENT

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
EXPENDITURES				
Salaries	$ 993,109	$ 1,088,114	$ 1,160,135	$ 1,203,737
Reserve Stipend	34,893	32,000	35,000	38,000
Benefits and Insurance	722,290	696,354	696,354	696,578
Overtime	157,964	151,000	111,000	151,000
Professional Services	63,077	73,860	79,000	81,500
Repair and Maintenance	4,975	8,000	12,000	8,000
Property Services	-	1,000	1,000	1,000
Grant Expenditures	34,600	-	-	-
Service Fees	127,850	196,935	196,935	253,231
Replacement Fees	-	15,715	15,715	10,530
Personal Protective Equipment	51,435			
Purchase		29,400	29,400	30,500
Transfer to Replcacement Fund		57,920	57,920	57,920
Postage	448	300	300	300
Utilities	-	24,780	24,780	25,000
Books and Periodicals	51	-	-	-
Tools and Equipment	23,572	23,000	23,000	25,000
Telecommunication Service	9,177	9,600	8,000	-
Printing and Binding	49	300	-	300
Supplies	18,655	19,500	19,900	20,000
Meetings	3,645	-	61	-
Memberships and Dues	3,955	3,900	4,210	4,200
Training	5,603	23,000	20,000	23,000
TOTAL EXPENDITURES	$ 2,255,348	$ 2,454,678	$ 2,494,710	$ 2,629,796

Budgeted Positions for Salaries and Insurance

Fire Captain (3)
Fire Chief
Fire Engineer (4)
Firefighter
Fire Inspector
Fire Marshall
Office Assistant

Professional Services

Annual Contract for Communication Equipment	$ 58,000
OSHA Compliance	7,500
Professional-Misc	4,000
Employee Physicals	12,000
Total	$ 81,500

GENERAL FUND

NON DEPARTMENTAL

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
EXPENDITURES				
Contingency - Leave Cash Out	$ 12	$ 100,000	$ -	$ -
Liability and Property Insurance	-	254,368	254,368	250,000
Tax Collection Fee	20,008	-	-	-
Pension Obligation Bond	431,178	-	530,028	651,840
Transfer Out	2,011,222	796,080	8,060	-
Overhead Allocation	(3,086,940)	(3,086,940)	(3,086,940)	(3,086,940)
TOTAL EXPENDITURES	$ (624,520)	$ (1,936,492)	$ (2,294,484)	$ (2,185,100)

GENERAL FUND TREND ANALYSIS
Fiscal Years 14-15 Through 18-19

	Adopted FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Current Trend
Beginning Fund Balance, July 1	7,453,385	6,711,398	6,193,304	5,571,926	4,884,383	
Revenues:						
Property Tax	$ 1,410,739	1,532,909	1,665,659	1,809,905	1,966,643	8.7% [1]
Measure V - Separate Fund	-	-	-	-	-	0.4% [2]
Sales Tax	2,856,649	2,868,647	2,880,695	2,892,794	2,904,944	0.4% [2]
Vehicle License Fee Swap	970,000	1,013,650	1,059,264	1,106,931	1,156,743	4.5% [2]
Triple Flip	902,783	943,408	985,862	1,030,225	1,076,586	4.5% [2]
Franchise Fees	420,000	438,900	458,651	479,290	500,858	4.5% [2]
Transient Occupancy Tax - 2%	487,493	756,000	801,360	849,442	900,408	6.0% [2]
Business License Taxes	200,000	200,000	200,000	200,000	200,000	0.0%
Fees and Permits	403,500	403,500	403,500	403,500	403,500	0.0%
Public Safety Charges	230,300	230,300	230,300	230,300	230,300	0.0%
Service Charges	360,350	360,350	360,350	360,350	360,350	0.0%
Rents and Interest	36,200	36,200	36,200	36,200	36,200	0.0%
Intergovernmental	651,840	651,840	651,840	651,840	651,840	0.0%
Other Financing Sources	25,300	25,300	1,000	1,000	1,000	0.0%
Transfer in Measure V for Public Safety	233,250	233,250	233,250	233,250	233,250	0.0%
Miscellaneous Revenues	5,860	5,860	1,000	1,000	1,000	0.0%
Total Current Sources	9,194,264	9,700,114	9,968,931	10,286,027	10,623,621	
Current Expenditures:						FY 14-19
City Council	149,891	154,388	159,019	163,790	168,704	3.0% [3,4]
Legal	270,250	278,358	286,708	295,309	304,169	3.0% [3,4]
Administration	1,134,183	1,187,525	1,223,151	1,259,846	1,297,641	3.0% [3,4]
Administrative Services	1,900,169	1,957,174	2,015,889	2,076,366	2,138,657	3.0% [3,4]
Planning and Building	1,391,093	1,441,826	1,485,081	1,529,633	1,575,522	3.0% [3,4]
Police	4,645,969	4,675,348	4,815,609	4,960,077	5,108,879	3.0% [3,4]
Fire	2,629,796	2,708,690	2,789,951	2,873,649	2,959,859	3.0% [3,4]
Non Departmental includes Admin Overhead	(2,185,100)	(2,185,100)	(2,185,100)	(2,185,100)	(2,185,100)	0.0%
Total Current Expenditures	9,936,251	10,218,209	10,590,308	10,973,570	11,368,330	
Ending Fund Balance, June 30	$ 6,711,398	$ 6,193,304	$ 5,571,926	$ 4,884,383	$ 4,139,674	
Net Sources less Uses	(741,987)	(518,094)	(621,377)	(687,543)	(744,709)	
Contingency Reserve Policy Set Aside	2,298,566	2,425,029	2,492,233	2,571,507	2,655,905	
Recession Reserve	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	
Total Reserves Held	$ 3,548,566	$ 3,675,029	$ 3,742,233	$ 3,821,507	$ 3,905,905	
Unrestricted Ending Fund Balance	$ 3,162,832	$ 2,518,275	$ 1,829,694	$ 1,062,877	$ 233,769	

1 Based on Averaged Annual Percent Change FY 00 - FY 10
2 Based on Averaged Annual Percent Change FY 05 - FY 10
3 Consumer Price Index - All Urban Consumers San Francisco-Oakland-San Jose, CA 1994 to 2013 is 2.6%
4 Does not include any adjustments related to employee contract negotiations currently in process.

GENERAL FUND - HISTORICAL INFORMATION

	2008-2009		2009-10		2010-11		2011-12*		2012-13*	
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL
REVENUES										
Property Taxes	$ 1,968,590	$ 1,870,402	$ 1,985,050	$ 1,883,826	$ 1,847,701	$ 1,819,574	$ 1,840,808	$ 2,647,220	$ 2,056,793	$ 2,152,326
Sales and Other Taxes	3,989,800	3,969,172	3,873,088	3,456,406	3,260,636	3,148,950	3,688,500	3,272,686	3,617,885	2,671,997
Charges for Services	347,600	542,775	331,676	417,101	352,703	562,219	331,544	420,427	420,000	934,367
Intergovernmental Revenues	313,400	275,109	250,000	271,842	301,262	350,726	320,000	351,906	348,754	774,176
Investments	311,000	353,124	225,000	481,326	273,009	321,332	331,173	372,257	409,964	416,359
Transfers from Other Funds	170,400	111,167	97,215	61,472	1,066,158	438,859	49,900	424,679	240,743	527,506
Miscellaneous Revenues	80,100	90,899	65,000	27,547	16,000	239,715	30,000	206,787	195,000	414,112
Various designations						182754	618,161	88,034	420,000	201,058
TOTAL REVENUES	$ 7,180,890	$ 7,212,648	$ 6,827,029	$ 6,599,520	$ 7,117,469	$ 7,064,129	$ 7,210,086	$ 7,783,996	$ 7,709,139	$ 7,790,918
Increase or decrease % Budget to Actual		0.44%		-3.33%		-0.75%		7.96%		1.06%
EXPENSES BY DEPARTMENT										
City Council	$ 24,450	$ 107,664	$ 27,140	$ 94,126	$ 108,685	$ 117,456	$ 164,586	$ 124,334	$ 123,647	$ 124,076
Legal	70,000	325,342	60,000	258,446	288,000	171,913	250,000	290,994	225,000	181,069
Administration	133,100	1,709,030	224,707	1,259,787	1,075,765	1,108,690	1,043,584	1,041,580	1,248,345	1,114,137
Finance	53,600	2,099,214	160,599	2,059,933	2,260,433	2,086,231	2,358,559	2,337,346	2,034,313	1,537,240
Community Services						-		-	638,859	612,060
Police	5,123,900	4,808,816	4,493,262	4,430,360	4,497,905	4,352,566	4,429,553	4,148,220	4,275,509	3,609,286
Fire	2,486,700	2,507,807	2,384,789	2,503,352	2,148,705	2,276,295	2,258,194	2,280,086	2,296,768	2,255,348
Electric				-		-				
Transfer to Community Benefit Trust										
Transfer to Planning & Building	-	575,253								
Transfer to Capital Improvements										
Non Departmental	51,025	48,204	54,550		-		618,161		160,000	451,198
Admin Overhead		(3,992,947)	-	(3,160,420)	(3,292,947)	(3,292,947)	(3,292,947)	(2,674,786)	(3,086,940)	(3,086,940)
TOTAL EXPENSES	$ 7,942,775	8,188,383	$ 7,405,047	$ 7,445,584	$ 7,086,546	$ 6,820,204	$ 7,829,690	$ 7,547,774	$ 7,915,501	$ 6,797,474
Increase or decrease % Budget to Actual		3.09%		0.55%		-3.76%		-3.60%		-14.12%

*Does not include FEMA payments or Redevelopment dissolution payments received.

Measure V Fund
Fund 105
Per Council Direction 5/28/14

	FY 12-13 ACTUALS	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ -	$ 216,063	$ 216,063	$ 240,063
REVENUES				
Measure V	216,063	1,260,000	1,424,000	1,502,000
EXPENDITURES				
Streets	$ -	$ 500,000	$ 714,600	$ 600,000
Economic Development	-	100,000	280,000	50,000
Public Safety	-	200,000	265,400	375,570
Community Grants	-	25,000	25,000	-
City Facilities	-	75,000	115,000	500,000
Total Expenditures	$ -	$ 900,000	$ 1,400,000	$ 1,525,570
Estimated Ending Fund Balance	$ 216,063	$ 576,063	$ 240,063	$ 216,493
Change in Fund Balance	216,063	360,000	24,000	(23,570)
Designated Portion of Fund Balance				
Chamber Contract to 12/31/14	-	$ 100,000	$ 100,000	$ 100,000

Transfers Out

Streets Fund 510 for Streets, Sidewalk Improvements	$ 600,000
Building Maintenance Fund 604 - City Facilities, Further Council Direction Required	500,000
General Fund 101:	
Firefighter	90,000
Police Officer	87,000
Dispatcher	56,250
Public Safety Fund:	
Fire portable radios	62,400
Fire equipment/PPE replacement fund	57,920
Police body cameras	12,000
Police radio replacement fund	10,000
Economic Development Grants	50,000
Total	$ 1,525,570

UTILITY DEPARTMENT

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

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

STREETS

The City maintains nearly 50 miles of streets throughout Healdsburg. Core functions are the oversight of minor development and utility work within the City's right of way, minor and major reconstruction projects, as well as signage and signals to promote safe vehicle and pedestrian traffic. Major projects for the Utilities Department in FY2015 include the reconstruction of Memorial Bridge, the design phase of the five-way reconstruction, reconstruction of the River's Bend subdivision, additional sections of the Foss Creek Pathway and other minor projects.

WATER

The water department produces, treats, and delivers potable water throughout the City and to residents of Fitch Mountain. To do so, staff maintains three well sites, a filtration plant, storage tanks, booster pumps, and miles of piping to distribute the water. In FY2014, the water department completed a major reconstruction project along Terrace Boulevard. For FY2015, the water department is planning the completion of the Urban Water Management Plan as well as a Water System Master Plan. Both of these studies will aid in the development of long-term capital replacement projects as well as the ongoing operations. As the drought is ongoing, a major focus will continue to be the promotion of water conservation.

WASTEWATER

The wastewater department is responsible for the collections, water reclamation (treatment), and discharge of the City's wastewater. City staff inspect and maintain the sewer collection system on a frequent basis as a preventative measure. This includes routine flushing of sewer lines, intrusive inspection through use of the City's camera van, minor repairs, and emergency response as needed. The City continues to plan and construct expansions of the recycled water distribution system as well as the planed reconstruction of the Grove Street sewer line.

STORM DRAINS

The City's storm drains are critical in the collection and channeling of storm waters to lessen localized and citywide flooding. Often unnoticed, the storm water collection system requires a significant amount of ongoing maintenance. In FY2015, the City will be implementing a new storm water discharge permit, Phase 1 MS4. This will require increased educational outreach and monitoring of the City's storm water system and storm water discharges. Additionally, the City will be reviewing the cost of maintaining the City's storm water collection system.

ELECTRIC

The City's electric department 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 FY2015, focus will be on routine maintenance inspection and planned facility replacements. This includes the replacement of nearly 40 poles and several small reconstruction jobs.

MAJOR DEPARTMENT TASKS COMPLETED FOR FY 13-14

- Completed the Terrace Boulevard Water Main Replacement
- Completed the reconstruction of the Vintage Hills Storm Drain
- Completed phase one of the City Recycled Water distribution system
- Gained approval for the use of recycled water for both agricultural and construction purposes
- Completed the reconstruction of section of the North Area Feeder

MAJOR DEPARTMENTAL GOALS FOR FY 14-15

- Begin construction on the Memorial Bridge
- Complete segment 6 of the Foss Creek pathway
- Complete the reconstruction and overlay of the Rivers Bend subdivision
- Complete the reconstruction of the Grove Street sewer main
- Complete the Urban Water Management Plan and Water System Master Study
- Complete the design and initial phases of an advanced metering system
- Develop and implement an ongoing review of the City design and construction standards

FUTURE OBJECTIVES

- Facilitate approval of economic development projects
- Develop a viable long term capital improvement plan
- Continue securing grant funding for infrastructure and CIP improvements
- Expansion of recycled water reuse program
- Expanded upon water and energy conservation programs

STREETS
Fund 510

Includes former Funds 810 (Street Projects Fund) and 511 (Streets Development Fund)

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 23,128,477	$ 24,511,017	$ 24,511,017	$ 23,580,201
REVENUES				
Intergovernmental Revenue	$ 1,345,751	$ 17,758,329	$ 72,093	$ 13,630,000
Grants	-	-	-	165,000
Measure M	83,210	75,000	75,000	75,000
Trench Cut Fees	30,000	30,000	30,000	30,000
Right of Way Use Fees	525,000	525,000	525,000	525,000
Permit Fees	207,192	100,000	152,000	160,000
Interest Income	1,541	12,000	6,000	10,000
Misc. Revenues	4,181	-	320	-
Transfer In - Measure V	-	-	716,600	600,000
Transfer In - Gas Tax	901,809	353,904	353,904	334,725
Transfer In - Successor Agency Fund	-	2,500,000	30,000	3,000,000
Transfer In - Street Impact Fee Fund	365,597	259,053	259,053	690,000
Transfer In - Other Funds	233,644	-	-	-
Total Revenues	$ 3,697,925	$ 21,613,286	$ 2,219,970	$ 19,219,725
EXPENDITURES				
Salary and Benefits	$ 627,117	$ 435,612	$ 435,612	$ 416,010
Overtime/Standby	14,692	13,425	13,425	13,425
Professional Services	1,438,590	26,500	26,500	15,400
Legal Services	71,247			
Repairs and Maintenance	566,418	620,000	620,000	575,000
Government Fees	15,305	-	3,917	13,000
Utility Service	9,057	9,061	9,061	10,000
Building Lease	-	5,324	5,324	-
Personal Protective Equipment/Uniforms	6,181	6,000	6,814	9,600
Equipment Rental	617	-	-	-
Construction Service	6,470	665,000	665,000	-
Internal Service Fees	44,842	101,974	101,974	97,291
Insurance	17,008	-	-	-
Telecommunication Service	4,688	5,300	4,475	5,300
Printing and Binding	1,213			
Advertising and Noticing	-	-	-	-
Office and Maintenance Supplies	60,009	30,170	30,170	25,500
Small Tools and Equipment	4,166	3,000	8,926	10,000
Travel and Meetings	40	-	-	-
Membership/Dues	7,253	9,990	9,990	10,000
Training/Certifications	1,113	6,600	6,600	5,600
Transfer to Other Fund	350,597	-	-	-
Capital Projects	93,644	19,997,233	750,000	18,025,000
Depreciation Expense	534,029	-	534,029	534,029
Interest and Fees	10,145	-	-	10,000
Close Expense to Fixed Assets	(1,640,510)	-	(152,485)	(2,515,000)
Administrative Overhead	71,454	71,454	71,454	71,454
Total Expenditures	$ 2,315,385	$ 22,006,643	$ 3,150,786	$ 17,331,609
Estimated Ending Fund Balance	$ 24,511,017	$ 24,117,660	$ 23,580,201	$ 25,468,318
Change in Fund Balance	1,382,540	(393,357)	(930,816)	1,888,116
Fully Funded Reserves				
Contingency Reserve	$ 924,481	$ 5,403,322	$ 554,993	$ 4,804,931

STREETS FUND (continued)

Budgeted Positions for Salaries, Benefits and Insurance

Administrative Specialist
Engineering Technician
Instrumentation Technician
Public Works Engineering/Operations Manager
Public Works Field Technician
Public Works Inspector
Public Works Materials Technician
Senior Civil Engineer (2)
Utility Director
Utility Maintenance Foreman (2)
Utility Operator
Utility Worker (4)
Water System Mechanic

Repairs and Maintenance

Pavement Sealing	$	270,000
Pavement Reconstruction		100,000
Sidewalk Contract		80,000
Asphalt Contract		80,000
Pavement Striping Contract		45,000
	$	575,000

STREET FEES
Fund 910

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 694,884	$ 824,658	$ 824,658	$ 902,074
REVENUE				
Development Fees	$ 59,292	$ -	$ 74,916	$ 55,000
Transfers In	50,000	-	-	-
Developer Contribution	46,664	-	-	-
Interest Income	(1,069)	-	2,500	2,500
Total Revenue	$ 154,887	$ -	$ 77,416	$ 57,500
EXPENDITURES				
Contracted Services	$ -	$ -	$ -	$ -
Transfers Out	25,000	-	-	190,000
Overhead Allocation	113	-	-	-
Total Expenditure	$ 25,113	$ -	$ -	$ 190,000
Estimated Ending Fund Balance	$ 824,658	$ 824,658	$ 902,074	$ 769,574
Change in Fund Balance	129,774	-	77,416	(132,500)

WATER FUND

FUND 520

Includes former Funds 820 (Water Projects Fund) and 522 (Water Capital Replacement Fund)

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 13,345,532	$ 14,008,485	$ 14,008,485	$ 14,554,320
REVENUE				
Utility Service Fees	$ 4,498,129	$ 4,587,919	$ 4,616,308	$ 4,400,000
Interest Income	3,384	13,371	10,000	10,000
Misc. Revenues	6,093	5,500	847	800
Transfer In - Water Funds	1,249,304	-	-	-
Transfer In - Other Funds	22,006	692,400	-	-
Total Revenue	$ 5,778,916	$ 5,299,190	$ 4,627,155	$ 4,410,800
EXPENDITURE				
Salaries and Benefits	$ 1,059,464	$ 1,285,364	$ 1,310,379	$ 1,279,741
Overtime/Standby	43,522	52,050	52,836	52,000
Professional Services	24,996	25,200	615,265	254,200
Water Conservation	-	-	10,000	50,000
Repairs and Maintenance	279,675	225,000	220,000	1,014,000
Government Fees	32,035	13,571	14,745	33,000
Utility Service	266,449	287,315	287,315	290,000
Building Lease	-	8,164	8,164	60,000
Personal Protective Equipment/Uniforms	7,297	8,300	20,660	18,200
Construction Service	40,815	1,155,000	-	-
Internal Service Fees	111,287	128,969	128,969	147,440
Insurance	17,008	59,008	56,978	59,000
Right of Way and Trench Cut Fees	170,000	170,000	170,000	170,000
Telecommunication Service	8,998	20,000	19,744	9,000
Advertising and Noticing	3,046	250	500	1,700
Printing and Binding	1,243	3,500	-	-
Office and Maintenance Supplies	11,158	9,700	10,253	2,600
Chemicals	34,019	55,000	55,000	70,000
Small Tools and Equipment	36,836	10,000	10,000	10,000
Meetings and Travel	71	25	25	-
Membership/Dues	8,691	6,370	6,370	7,200
Training/Certifications	7,336	14,865	7,455	5,400
Transfer to Street	10,000	250,000	-	-
Capital Projects	1,189,904	450,000	-	110,000
Bond Principal, Interest, and Fees	579,435	491,165	491,165	540,000
Bank Fees	3,742	-	6,000	6,000
Close to Fixed Assets			(588,439)	(110,000)
Depreciation Expense	590,252	-	590,000	590,000
Administrative Overhead	578,685	576,319	577,936	551,319
Total Expenditure	$ 5,115,963	$ 5,305,135	$ 4,081,320	$ 5,220,800
Estimated Ending Fund Balance	$ 14,008,485	$ 14,002,540	$ 14,554,320	$ 13,744,320
Change in Fund Balance	662,953	(5,945)	545,835	(810,000)
Fully Funded Reserves				
Bonding Covenants	$ 1,258,822	$ 1,259,045	$ 1,261,566	$ 1,165,398
Contingency Reserve - 25% Revenue	1,444,729	1,324,798	1,156,789	1,102,700

WATER FUND (continued)

Budgeted Positions for Salaries, Benefits and Insurance

Conservation Analyst
Utility Technician
Administrative Specialist
Engineering Technician
Industrial Electrician
Instrumentation Technician
Laboratory Technician
Public Works Engineering/Operations Manager
Public Works Field Technician
Public Works Inspector
Public Works Materials Technician
Public Works Operations/Utility Superintendent
Senior Civil Engineer (2)
Utility Maintenance Foreman (2)
Utility Worker (4)
Utility Director
Utility Operator (5)
Water Foreman
Water Systems Mechanic

Professional Services

Water System Master Plan	$	100,000
Urban Water Management Plan		60,000
Downey Brand Attorneys LLP (Water Rights)		40,000
GIS upgrade Project		40,000
Various services under $15,000		14,200
	$	254,200

WATER FEE
Fund 920

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 1,147,925	$ 1,474,647	$ 1,474,647	$ 1,702,645
REVENUE				
Development Fees	$ 184,672	$ -	$ 225,289	$ 200,000
Transfers In	200,000	-	-	-
Developer Contribution	11,894	-	-	-
Interest Income	(3,001)	-	5,500	5,500
Total Revenue	$ 393,565	$ -	$ 230,789	$ 205,500
EXPENDITURES				
Contracted Services	$ 6,532	$ -	$ 2,791	$ -
Transfers Out	59,400	-	-	250,000
Overhead Allocation	911	-	-	-
Total Expenditure	$ 66,843	$ -	$ 2,791	$ 250,000
Estimated Ending Fund Balance	$ 1,474,647	$ 1,474,647	$ 1,702,645	$ 1,658,145
Change in Fund Balance	326,722	-	227,998	(44,500)

WASTEWATER
Fund 530

Includes former Funds 830 (Wastewater Projects Fund) and 532 (Wastewater Capital Replacement Fund)

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 29,526,230	$ 32,237,883	$ 32,237,883	$ 31,571,801
REVENUE				
Utility Service Fees	$ 6,740,384	$ 6,930,317	$ 6,997,270	$ 6,285,371
USDA Grant and Loan	-	5,000,000	-	-
Interest Income	2,257	20,000	20,000	20,000
Misc. Revenues	13,530	10,000	7,361	-
Transfer In - Wastewater Impact Fees	2,127,960	2,700,000	-	1,250,000
Transfer In - Successor Agency Fund	2,000,000	1,560,000	-	-
Transfer In - Other Funds	135,000	-	-	-
Total Revenue	$ 11,019,131	$ 16,220,317	$ 7,024,631	$ 7,555,371
EXPENDITURES				
Salaries and Benefits	$ 1,074,138	$ 1,337,687	$ 1,342,583	$ 1,376,273
Overtime/Standby	68,081	71,000	71,080	71,080
Professional Services	270,605	200,000	889,130	135,600
Legal Fees	3,147	-	-	75,000
Repairs and Maintenance	41,165	400,000	75,000	150,000
Government Fees	17,087	25,000	25,000	24,000
Utility Service	292,776	315,000	315,000	315,000
Building Lease	-	16,683	16,683	17,000
Personal Protective Equipment/Uniforms	8,120	9,400	9,817	14,800
Equipment Rental	1,862	53,133	20,000	8,000
Construction Service	(7,943)	450,000	200,000	150,000
Internal Service Fees	73,426	82,622	85,138	261,412
Insurance	47,008	89,008	89,008	107,000
Right of Way and Trench Cut Fees	155,000	155,000	155,000	155,000
Telecommunication Service	10,902	10,870	9,903	11,300
Advertising and Noticing	3,082	500	1,500	1,700
Printing and Binding	-	-	-	-
Office and Maintenance Supplies	99,108	67,138	79,500	7,800
Chemicals	76,923	72,000	80,000	80,000
Small Tools and Equipment	52,333	152,000	205,000	75,000
Travel and Meetings	16	50	54	100
Membership/Dues	9,242	19,518	19,518	25,000
Training / Certifications	12,540	11,942	11,942	13,000
Transfer to Streets	10,000	250,000	250,000	250,000
Capital Replacement	2,000,000	2,000,000	-	-
Capital Projects	1,196,210	9,760,000	1,500,000	2,210,000
Bond Principal and Expenses	1,339,916	2,659,834	1,259,834	1,400,000
Bank Fees	5,386	-	3,600	3,600
Depreciation Expense	1,085,753	-	1,085,000	1,085,000
Close Expense to Fixed Assets	(263,127)	-	(733,675)	(2,750,000)
Administrative Overhead	624,722	625,098	625,098	600,098
Total Expenditure	$ 8,307,478	$ 18,833,483	$ 7,690,713	$ 5,872,763
Estimated Ending Fund Balance	$ 32,237,883	$ 29,624,717	$ 31,571,801	$ 33,254,409
Change in Fund Balance	2,711,653	(2,613,166)	(666,082)	1,682,608
Fully Funded Reserves				
Bonding Covenants	$ 2,247,661	$ 2,249,936	$ 2,252,353	$ 2,253,809
Contingency Reserve	1,638,905	1,624,892	1,672,308	1,740,079

WASTEWATER FUND (continued)

Budgeted Positions for Salaries, Benefits and Insurance

Utility Technician
Administrative Specialist
Engineering Technician
Industrial Electrician
Instrumentation Technician
Laboratory Technician
Public Works Engineering/Operations Manager
Public Works Field Technician
Public Works Inspector
Public Works Materials Technician
Public Works Operations/Utility Superintendent
Senior Civil Engineer (2)
Utility Director
Utility Maintenance Foreman (2)
Utility Operator (5)
Utility Worker (4)
Wastewater Foreman
Water Systems Mechanic

Professional Services

GIS upgrade Project	$	60,000
Larry Walker Associates/Recycled Water		45,000
Misc Use of Shared Contracts (asphalt, sidewalk, trenching)		30,000
Additional Services under $10,000		600
	$	135,600

WASTEWATER FEES
Fund 930

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 2,960,624	$ 2,617,024	$ 2,617,024	$ 3,001,001
REVENUE				
Development Fees	$ 379,183	$ -	$ 377,006	$ 300,000
Transfers In	250,000	-	-	-
Developer Contribution	22,272	-	-	-
Interest Income	(5,821)	-	8,800	8,800
Total Revenue	$ 645,634	$ -	$ 385,806	$ 308,800
EXPENDITURES				
Contracted Services	$ 6,532	$ -	$ 1,829	$ -
Transfers Out	981,750	-	-	1,450,000
Overhead Allocation	952	-	-	-
Total Expenditure	$ 989,234	$ -	$ 1,829	$ 1,450,000
Estimated Ending Fund Balance	$ 2,617,024	$ 2,617,024	$ 3,001,001	$ 1,859,801
Change in Fund Balance	(343,600)	-	383,977	(1,141,200)

DRAINAGE

Fund 531

Includes Fund 831 former Drainage Projects Fund

	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATE TO CLOSE	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 6,001,146	$ 5,965,816	$ 5,965,816	$ 5,929,745
REVENUES				
Utility Service Fees	$ 654,963	$ 649,100	$ 654,506	$ 654,844
Interest Income	2,544	2,500	600	600
Misc. Revenues	95	1,400	-	-
Agreement			15,000	
Transfer In	210,000	-	-	-
Transfer In - Drainage Capacity Fund	-	350,000	350,000	-
Incident Response	1,237	-	-	-
Total Revenues	$ 868,839	$ 1,003,000	$ 1,020,106	$ 655,444
EXPENDITURES				
Salaries and Benefits	$ 250,362	$ 338,643	$ 346,274	$ 338,051
Overtime/Standby	3,522	2,500	2,500	-
Professional Services	7,866	150,000	75,000	100,000
Repair and Maintenance	4,896	55,960	25,000	15,000
Government Fees	17,332	15,000	15,000	20,000
Building Lease	-	5,324	5,324	5,400
Utility Services	-	2,061	-	-
Personal Protective Equipment	249	600	5,078	-
Equipment Rental	1,640	2,000	2,000	2,000
Construction Service	-	300,000	75,000	-
Internal Service Fees	17,763	65,234	65,234	65,279
Right of Way Fees	75,000	75,000	75,000	75,000
Telecommunication Service	781	722	811	800
Advertising and Noticing	38	300	1,500	3,200
Supplies	8,227	11,148	10,948	2,900
Tools And Equipment	1,328	1,200	2,000	2,000
Membership/Dues	7,270	20,398	20,398	24,000
Transfer to Streets	-	50,000	50,000	-
Transfer to Street Development	10,000	10,000	-	-
Close to Fixed Assets	-	-	(238,714)	-
Capital Projects	210,973	-	231,083	-
Depreciation Expense	199,181	-	199,000	199,000
Administrative Overhead	87,741	87,741	87,741	75,741
Total Expenditures	$ 904,169	$ 1,193,831	$ 1,056,177	$ 928,371
Estimated Ending Fund Balance	$ 5,965,816	$ 5,774,985	$ 5,929,745	$ 5,656,818
Change in Fund Balance	(35,330)	(190,831)	(36,071)	(272,927)
Fully Funded Reserves				
Contingency Reserve	163,433	162,275	163,207	163,250
Restricted - Fixed Assets	6,517,189	6,517,189	6,517,189	6,517,189

DRAINAGE FUND (continued)

Budgeted Positions for Salaries, Benefits and Insurance

Engineering Technician
Public Works Engineering/Operations Manager
Public Works Field Technician
Public Works Inspector
Public Works Materials Technician
Senior Civil Engineer (2)
Utility Director
Utility Maintenance Foreman (2)
Utility Operator
Utility Worker (4)
Water Systems Mechanic

Professional Services

GHD - Storm Water Phase 1 Permit Implementation	$	50,000
Rate Study		50,000
	$	100,000

DRAINAGE FEES
Fund 931

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 1,633,637	$ 1,754,503	$ 1,754,503	$ 1,890,386
REVENUE				
Development Fees	$ 81,686	$ -	$ 130,383	$ 70,000
Transfers In	42,994	-	-	-
Developer Contribution	574	-	-	-
Interest Income	(4,316)	-	5,500	5,500
Total Revenue	$ 120,938	$ -	$ 135,883	$ 75,500
EXPENDITURES				
Contracted Services	$ -	$ -	$ -	$ -
Projects	-	-	-	-
Transfers Out	-	-	-	50,000
Overhead Allocation	72	-	-	-
Total Expenditure	$ 72	$ -	$ -	$ 50,000
Estimated Ending Fund Balance	$ 1,754,503	$ 1,754,503	$ 1,890,386	$ 1,915,886
Change in Fund Balance	120,866	-	135,883	25,500

ELECTRIC

FUND 540

Includes former Funds 840 (Electric Projects Fund) and 542 (Electric Capital Replacement Fund)

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 21,873,775	$ 22,725,565	$ 22,725,565	$ 23,041,264
REVENUE				
Utility Service Fees	$ 10,515,259	$ 10,777,818	$ 10,776,833	$ 11,092,800
Interest Income	9,399	25,000	20,000	20,000
Misc. Revenues	17,887	5,000	11,299	5,000
Construction Deposits	59,611	-	-	-
Transfers In	589,637			40,000
Contributed Capital - Reimb. Projects	69,271	-	-	-
Total Revenue	$ 11,261,064	$ 10,807,818	$ 10,808,132	$ 11,157,800
EXPENDITURE				
Salary and Benefits	$ 1,717,523	$ 1,771,727	$ 1,869,186	$ 1,935,705
Overtime/Standby	71,144	66,510	93,160	64,160
Professional Services	91,114	215,000	212,500	349,540
Solar Rebates	260	-	-	-
Repair and Maintenance	34,510	30,952	39,470	36,800
Utility Service	638	12,496	12,792	12,000
Building Lease	-	8,876	8,876	8,876
Personal Protective Equipment	11,302	11,800	11,800	21,100
Equipment Rental	8,153	12,600	12,600	12,200
Internal Service Fees	113,391	130,660	137,851	232,873
Insurance	-	42,000	40,869	40,869
Right of Way and Trench Cut Fees	155,000	155,000	155,000	155,000
Construction	16,825			
Telecommunication Service	9,359	9,566	7,656	9,566
Advertising and Noticing	2,326	5,100	3,067	5,100
Office and Maintenance Supplies	187,245	88,200	89,777	89,584
Overhead General Maintenance	95,474	177,000	125,000	172,000
Underground General Maintenance	78,818	257,200	170,000	151,000
Tools and Equipment	9,675	14,800	14,295	3,900
Electric Power	5,982,229	6,058,413	6,058,958	6,589,855
Meetings/Travel	7,639	8,700	12,475	12,900
Membership/Dues	6,126	9,000	9,000	9,000
Training	23,269	35,400	35,458	39,400
Capital Items	52,511	30,900	15,000	15,000
Close to Fixed Assets	(239,810)	-	-	(1,166,422)
Capital Projects	658,908	20,000	20,000	1,290,000
Interest and Fees	40,579	-	40,000	40,000
Depreciation Expense	561,782	-	562,000	562,000
Administrative Overhead	713,284	739,000	735,642	714,000
Total Expenditure	$ 10,409,274	$ 9,910,900	$ 10,492,432	$ 11,406,006
Estimated Ending Fund Balance	$ 22,725,565	$ 23,622,482	$ 23,041,264	$ 22,793,058
Change in Fund Balance	851,790	896,918	315,700	(248,206)
Fully Funded Reserves				
90-Day Operating Reserve	$ 3,000,000	$ 3,000,000	$ 3,000,000	$ 3,000,000
Capital Reserve	2,000,000	2,000,000	2,000,000	2,000,000
Rate Stabilization Reserve	2,000,000	2,000,000	2,000,000	2,000,000
RDSA Loan - Potential Repayment				($2,786,439)

ELECTRIC FUND (continued)

Budgeted Positions for Salaries, Benefits and Insurance

Utility Technician
Electric Engineering Technician
Electric Lineman (3)
Electric Lineman Apprentice
Electric Lineman Foreman (2)
Electric Materials Technician
Engineering Operations Manager
Electric Operations Superintendent
Electric Technician
Meter Technician
Utility Director

Professional Services

Powder Coat Nostalgic Streetlights	$	90,000
Tree Trimming Contract (Base-Bid & Additional Work)		74,000
GIS Contract to rebuild GIS structure, tables, and user interface.		50,000
Trenching Contract		45,000
Engineering Master Service Agreement		20,000
AutoCAD drawing service (Mycoff, Fry, & Prouse)		18,000
Evergreen Safety - Linemen safety training		14,000
CRC After hours call service		12,000
Bucket Inspection, Testing, and Boom Repair		10,000
Various services under $10,000		16,540
	$	349,540

ELECTRIC PUBLIC BENEFIT
FUND 546

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 778,177	$ 1,224,323	$ 1,224,323	$ 1,208,756
REVENUE				
Utility Service Fees	$ 295,912	$ 301,517	$ 333,216	$ 312,631
Cap and Trade Auction Proceeds	398,452	446,000	379,750	361,606
Interest Income	671	3,500	3,500	3,500
Total Revenue	$ 695,035	$ 751,017	$ 716,466	$ 677,737
EXPENDITURE				
Salary and Benefits	$ 31,190	$ 22,656	$ 31,112	$ 65,942
Professional Services	58,478	153,000	153,000	158,000
Energy Efficiency Rebates	60,298	240,000	260,000	240,000
Solar Rebates	56,969	70,000	84,000	84,000
Low Income Assistance	24,525	40,000	30,000	30,000
Advertising and Noticing	742	5,500	3,500	5,500
Maintenance Supplies	2,732	380,000	170,000	200,000
Utility Services	82	-	421	2,400
Meetings	-	-	-	1,200
Administrative Overhead	13,873	13,873	-	-
Total Expenditure	$ 248,889	$ 925,029	$ 732,033	$ 787,042
Estimated Ending Fund Balance	$ 1,224,323	$ 1,050,311	$ 1,208,756	$ 1,099,451
Change in Ending Fund Balance	446,146	(174,012)	(15,567)	(109,305)

Budgeted Positions for Salaries, Benefits and Insurance

Community Development Technician
Conservation Analyst

Professional Services

TEAA Contract	$ 143,000
SCEIP Contract	15,000
	$ 158,000

ELECTRIC FEES
Fund 940

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 1,959,418	$ 1,977,454	$ 1,977,454	$ 1,804,273
REVENUE				
Development Fees	$ 26,584	$ -	$ 7,410	$ 14,000
Interest Income	(5,300)	-	-	-
Total Revenue	$ 21,284	$ -	$ 7,410	$ 14,000
EXPENDITURES				
Contracted Services	$ 2,957	$ 178,763	$ 180,591	$ -
Transfers Out	-	-	-	40,000
Overhead Allocation	291	-	-	-
Total Expenditure	$ 3,248	$ 178,763	$ 180,591	$ 40,000
Estimated Ending Fund Balance	$ 1,977,454	$ 1,798,691	$ 1,804,273	$ 1,778,273
Change in Fund Balance	18,036	(178,763)	(173,181)	(26,000)

DEPARTMENT SERVICES AND ROLES:

Administration and Contract Coordination: Support the work of the Department and City Council, Parks and Recreation Commission, Senior Advisory Commission, Transportation Advisory Commission, and other special committees and local organizations. Contract administration includes the school-park program; landscape and maintenance operations; and open space management through Landpaths, and golf course.

Information, Referral and Department Coordination: Provide public information concerning community services and other informational requests. Based on a customer service approach, information is provided through phone and fax communications, a bi-annual recreation program guide, additional written and graphic materials, email communication with program participants, web site, and personal contact.

Healdsburg Community Center: Operate the Healdsburg Community Center. Operations include programming recreation classes, after school programs, provide rental space to community groups and businesses, operate a demonstration garden, after school and community garden, and provide additional services to the community as requested.

Healdsburg Municipal Pool: Plan, program, maintain and provide aquatic opportunities to the residents in and around Healdsburg. Programming includes swim lessons, public swim and lap swimming, aquatic camps, exercise classes and lifeguard training.

Healdsburg Ridge Open Space Preserve: Responsibilities include trail maintenance, administering a volunteer program and various other tasks that keep the 150 acre preserve open to the public.

Parks and Maintenance: Maintain and operate public parks, open space and public facilities. Maintenance levels and services are based on providing safe and healthy areas at the best possible level to make them enjoyable to the community and safe to use.

Park Planning and Capital Improvements: Plan, design, engineer and perform environmental review for all projects. Park planning process includes the coordination of each project from conceptual design, budget, plans, construction and operational use.

Recreation Programming: Plan, maintain, and provide recreation programming to City residents of all ages. Programming includes youth and adult sports; senior fitness programs; and leisure, educational, and cultural arts activities.

After School Program: Partner with Healdsburg Unified School District (HUSD) in offering an after school program for HUSD students.

Scheduling and Event Coordination: Schedule and coordinate outdoor area usage at local schools, parks, and community facilities. Permits and scheduling also include special event coordination, commercial film permits, and Villa Chanticleer reservations. The Villa Chanticleer is an event center for local and out of town residents and businesses. It provides a location for weddings, special events, and meetings.

Senior and Transit Services: The Senior Center provides recreational and social programs, as well as information, referral and nutritional services for seniors in the community. Transportation is available to seniors and the public at-large by Sonoma County Transit system via its fixed route and Para-Transit bus service; which provides door-to-door services, by appointment, for eligible riders with special needs of all ages.

Municipal Airport Services: Manage a 50-acre municipal airport with 46 hangars, 20 tie-downs, 5 businesses and a 24-hour avgas fuel service, which serves the greater Healdsburg area.

MAJOR DEPARTMENTAL TASKS COMPLETED FY 13-14

- ☑ Purchased Community Center from HUSD
- ☑ Provide youth soccer program for Healdsburg's youth
- ☑ Implemented the Parks and Recreation Needs Assessment Study
- ☑ Implemented the development of the Community Center Master Plan
- ☑ Acquired additional parking space to support Foss Creek Community Center

MAJOR DEPARTMENT GOALS FOR FY 14-15

- Develop Business Plan for Foss Creek Community Center
- Complete Parks and Recreation Needs Assessment
- Complete Community Center Master Plan
- Complete privatization of Villa Chanticleer

FUTURE OBJECTIVES

Continue to increase the level of recreation services that are available to the community. Continue to secure additional and dedicated funding to upgrade existing City parks and facilities and maintain basic service levels regardless of economic conditions. Prepare for the City to take ownership of the Ridge Open Space Preserve. Continue to re-evaluate the Department's priorities and methods of service delivery. Improve cost recovery in recreation programming and pool operations.

COMMUNITY SERVICES

Park Name	**Location**
Barbieri Brothers Park	325 Bridle Path
Badger Park	780 Heron Drive
Carson Warner Skate Park	15070 Grove Street
Gibbs Park	1529 Prentice Drive
Giorgi Park	600 University Street
Grove Street Detention Basin	Grove Street (Adjacent to Skate Park)
Healdsburg Ridge Open Space Preserve	Eastern end of Parkland Farms Blvd.
Plaza Park	100 Matheson Street
Railroad Park	22 Front Street
Recreation Park	525 Piper Street
Tilly Grove Open Space	543 Tucker Street
Villa Chanticleer Playground	1248 N. Fitch Mountain Road
West Plaza Park	21 West Matheson Street

Field Name	**Location**
Fitch Mountain School - Multi Use Fields	565 Sanns Lane
Healdsburg Community Center at Foss Creek – Multi Use Fields, Basketball Courts	1557 Healdsburg Avenue
Giorgi Park - 2 Tennis Courts	600 University Street
Healdsburg Elementary School - Multi Use Fields	400 First Street
Healdsburg High School –Multi Use Fields, 4 Tennis Courts, All Weather Track, 2 Sport Courts, 1 Baseball Field, 2 Softball Fields, 1 Football /Soccer Field, Several Small Overlay Soccer Fields, Basketball Courts	1024 Prince Street (Off Monte Vista Ave.)
Healdsburg Junior High School-Multi Use Fields, Walking Track	315 Grant Street
Recreation Park Field-Multi Use Fields – Football, Baseball, Soccer, Special Events	525 Piper Street

Facility	**Location**
Administration & Reservations	1557 Healdsburg Avenue
Badger Dog Park	780 Heron Drive
Healdsburg Community Center	1557 Healdsburg Avenue
Healdsburg Municipal Airport	1580 Lytton Springs Road
Healdsburg Museum (Healdsburg Museum and Historical Society)	221 Matheson Street
Healdsburg Municipal Pool	360 Monte Vista Avenue
Senior Center and Transit Services	133 Matheson Street
Tayman Park Golf Course (Tayman Park Golf Group, Inc.	927 S. Fitch Mountain Road
Villa Chanticleer	1248 N. Fitch Mountain Road
Villa Dog Park	1248 N. Fitch Mountain Road
Visitor Information Center (Chamber of Commerce)	217 Healdsburg Avenue

COMMUNITY SERVICES FUND

Fund 585

(includes former Fund 595 After School Program)
Supplemental Request Included

	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET	
Estimated Beginning Fund Balance	$ 2,814,827	$ 3,435,142	$ 3,435,142	$ 3,494,553	
REVENUES					
Transient Occupancy Tax - 10%	$ 2,064,657	$ 2,000,000	$ 2,229,830	$ 2,430,514	
Rec Program Revenue	265,638	224,000	325,000	300,000	
Facility Rent	141,467	92,280	77,492	112,320	
Pool Revenue	102,794	106,900	61,075	80,800	
Concert Sponsorships	51,570	34,500	49,537	50,000	
Senior Center Revenue	37,263	36,500	23,976	37,600	
After School Program	181,155	183,263	183,263	138,066	
Specialty Events	14,317	15,000	12,125	2,500	
Interest Income	216	5,000	6,000	3,000	
Miscellaneous Revenue	11,623	4,620	3,455	5,400	
Donations	-	-	-	25,900	
Community Garden Revenue	2,963	4,000	2,640	3,300	
Transfer In - Other Funds	21,046	8,576	-	400,000	RDSA
Total Revenues	$ 2,894,709	$ 2,714,639	$ 2,974,393	$ 3,589,400	
EXPENDITURES					
Salaries and Benefits	$ 870,777	$ 1,008,675	$ 1,067,390	$ 1,385,036	
Facility In-Lieu					
American Legion	17,200	22,000	22,000	-	
School district	4,275	3,750	3,750	-	
Sonoma County Elections	848	1,450	1,450	-	
Support of Outside Organizations:					
Chamber of Commerce	1,628	-	-	-	
FFA Fair	-	-	-	-	*
Professional Services	142,224	226,400	181,400	164,900	
Recreation Programming	87,510	164,000	108,500	105,900	
Concert Series	29,638	36,500	36,500	40,000	
Government/Service Fees	24,281	5,500	5,500	1,500	
Utility Services	172,594	253,042	253,042	209,314	
Uniforms/Laundry	2,044	5,100	4,300	4,100	
Repair and Maintenance	31,010	36,500	36,500	39,000	
Rent/Land and Buildings	176,600	120,000	-	179,907	
Equipment Rental	10,264	19,000	19,000	19,000	
Tools,Equip(under $5,000)	36,883	42,500	55,500	54,100	
Furniture and Fixtures	-	5,000	5,000	3,000	
Internal Service Fees	121,015	154,952	154,952	239,531	
Insurance	-	42,000	52,000	52,000	
Telecommunication Service	8,792	10,550	11,402	11,850	
Advertising and Noticing	24,017	25,000	25,000	35,000	
Senior Center Specialty Events	9,663	13,000	13,000	4,000	
Supplies and Materials	52,667	68,991	68,991	101,090	
Postage	3,758	4,500	4,500	5,300	
Meetings	-	250	250	250	
Membership/Dues/License	1,090	850	1,657	1,200	
Training	3,365	5,260	6,146	9,510	
Capital Items				400,000	
Transfer to Other Funds	25,000	548,527	360,000	40,015	
Administrative Overhead	417,251	417,251	417,251	409,452	
Total Expenditures	$ 2,274,394	$ 3,240,548	$ 2,914,981	$ 3,514,955	
Estimated Ending Fund Balance	$ 3,435,142	$ 2,909,233	$ 3,494,553	$ 3,568,998	
Change in Fund Balance	620,315	(525,909)	59,412	74,445	

*Revised Contract Pending

COMMUNITY SERVICES FUND (continued)

Fully Funded Reserves								
Contingency Reserve - 25% TOT	$	516,164	$	500,000	$	557,457	$	607,629
Recession Reserve		200,000		200,000		200,000		200,000
RDSA Loan - Potential Repayment								2,572,500

Budgeted Positions for Salaries, Benefits and Insurance

Office Assistant
Parks Caretaker (3)
Parks Superintendent
Recreation Coordinator
Recreation Manager
Recreation Supervisor
Facilities and Grounds Worker

TRANSIT
Fund 560

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 62,958	$ 57,489	$ 57,489	$ 57,489
REVENUES				
Bus Fares	$ 13,168	$ 12,800	$ 12,684	$ 6,000
Intergovernmental Grant	167,928	183,518	177,679	88,711
Interest Income	(23)	-	22	-
Total Revenues	$ 181,073	$ 196,318	$ 190,385	$ 94,711
EXPENDITURES				
Salaries and Benefits	$ 146,498	$ 123,328	$ 140,328	$ 54,169
Uniforms		300	300	-
Contracted Services	-	100	1,100	500
Vehicle Service Fees	19,000	37,039	37,039	38,892
Telecommunication Service	918	950	950	500
Advertising and Noticing	-	-	-	-
Printing and Binding	734	800	800	400
Office Supplies	33	5,500	509	250
Training	-	-	-	-
Administrative Overhead	19,359	19,359	9,359	-
Total Expenditure	$ 186,542	$ 187,376	$ 190,385	$ 94,711
Estimated Ending Fund Balance	$ 57,489	$ 66,431	$ 57,489	$ 57,489
Change in Fund Balance	(5,469)	8,942	-	-

AIRPORT
Fund 570

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 1,275,873	$ 1,268,463	$ 1,268,463	$ 1,140,276
REVENUES				
Rents	$ 139,591	$ 141,200	$ 150,768	$ 150,164
Fuel Sales	235,471	220,000	197,358	220,000
Grants	45,000	-	398,548	106,200
Miscellaneous Fees	1,589	1,600	1,920	3,000
Interest Income	596	1,400	(239)	-
Total Revenues	$ 422,247	$ 364,200	$ 748,355	$ 479,364
EXPENDITURES				
Salaries and Benefits	$ 18,589	$ 23,307	$ 23,307	$ 24,535
Professional Services	54,096	108,250	109,500	65,500
Repair and Maintenance	7,209	5,500	5,500	4,500
Fuel Related	221,148	211,100	211,100	214,500
Insurance		4,300	4,300	4,300
Government Fees	282	-	4,000	2,000
Utilities Services	5,078	5,600	5,600	5,600
Equipment Rental	2,415	3,000	3,000	3,000
Tools and Equipment	-	1,000	1,000	500
Building Maintenance Fees	2,930	958	958	4,822
Telecommunication Service	1,637	1,550	1,800	1,600
Office Supplies	3,972	2,400	2,500	4,000
Capital	51,155	-	442,831	118,000
Administrative Overhead	61,146	61,146	61,146	61,146
Total Expenditures	$ 429,657	$ 428,111	$ 876,542	$ 514,003
Estimated Ending Fund Balance	$ 1,268,463	$ 1,204,552	$ 1,140,276	$ 1,105,637
Change in Fund Balance	(7,410)	(63,911)	(128,187)	(34,639)

MEETING CENTER
Fund 580

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 373,767	$ 300,037	$ 300,037	$ 115,857
REVENUES				
Facility Rents	$ 140,293	$ 147,406	$ 110,570	$ -
Transfer In - Community Services Fund	-	98,527	-	14,374
Services Charges	12,773	9,450	15,223	-
Total Revenues	$ 153,066	$ 255,383	$ 125,793	$ 14,374
EXPENDITURES				
Salaries and Benefits	$ 81,430	$ 53,080	$ 83,040	$ 5,321
Overtime	-	-	-	-
Professional Services	10,800	10,800	10,800	-
Property Services	9,961	17,000	17,000	-
Utilities	-	51,150	51,150	-
Building Maintenance	53,005	50,729	50,729	50,000
Telecommunication Service	2,264	2,000	2,630	-
Advertising and Publication	10,319	14,000	14,000	-
Office Supplies	2,787	4,800	4,800	-
Tools and Equipment	11,323	31,000	55,000	-
Depreciation Expense	24,083	-	-	-
Administrative Overhead	20,824	20,824	20,824	-
Total Expenditures	$ 226,796	$ 255,383	$ 309,973	$ 55,321
Estimated Ending Fund Balance	$ 300,037	$ 300,037	$ 115,857	$ 74,910
Change in Fund Balance	(73,730)	-	(184,180)	(40,947)

*Fund has no available cash, transfers in from other funding sources will be needed to cover any FY 14-15 expenditures

SCHOOL SERVICES
Fund 590

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 27,191	$ 29,016	$ 29,016	$ 20,200
REVENUES				
Field Maintenance Cost Recovery - HUSD	$ 57,311	$ 65,000	$ 65,000	$ 65,000
Field Use Fees	12,100	15,000	15,000	7,000
Interest Income	27	100	20	-
Total Revenues	$ 69,438	$ 80,100	$ 80,020	$ 72,000
EXPENDITURES				
Salaries and Benefits	$ 6,129	$ 13,214	$ 13,214	$ 14,302
Professional Services	47,430	50,000	50,000	50,000
Repairs and Maintenance	6,108	15,000	15,000	15,000
Equipment Rental	1,415	2,500	2,500	-
Office Supplies	909	2,500	2,500	2,000
Administrative Overhead	5,622	5,622	5,622	-
Total Expenditures	$ 67,613	$ 88,836	$ 88,836	$ 81,302
Estimated Ending Fund Balance	$ 29,016	$ 20,280	$ 20,200	$ 10,898
Change in Fund Balance	1,825	(8,736)	(8,816)	(9,302)

SENIOR CENTER ENDOWMENT TRUST

Fund 703

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 160,335	$ 173,472	$ 173,472	$ 186,797
REVENUE				
Interest Income	$ 15,767	$ -	$ 16,000	$ 16,000
Donations	-	-	25	-
Total Revenue	$ 15,767	$ -	$ 16,025	$ 16,000
EXPENDITURE				
Bank Fees	2,630	-	2,700	2,700
Total Expenditure	$ 2,630	$ -	$ 2,700	$ 2,700
Estimated Ending Fund Balance	$ 173,472	$ 173,472	$ 186,797	$ 200,097
Change in Fund Balance	13,137	-	13,325	13,300

INSURANCE AND BENEFITS
FUND 601

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 599,589	$ 430,136	$ 430,136	$ 913,035
REVENUE				
Retirement Contributions	$ 1,821,683	$ 2,711,200	$ 2,602,384	$ 2,688,844
Health Insurance	1,888,481	1,982,663	1,947,576	2,242,215
Disability and Workers Comp	428,791	44,231	411,214	332,961
Leave Accruals	1,746,569	291,315	301,492	300,000
Medicare/Life Insurance	159,821	125,839	165,050	160,086
Interest Income	(6,388)	10,500	7,000	7,000
Total Revenue	$ 6,038,957	$ 5,165,748	$ 5,434,716	$ 5,731,106
EXPENDITURE				
Professional Services	$ 2,658	$ -	$ 2,754	$ 2,800
Retirement	1,827,157	2,711,200	1,683,827	1,770,311
Health Insurance	1,886,463	1,982,663	1,930,224	2,242,215
Leave Utilized or Paid	1,891,901	-	209,800	218,300
Disability /Workers Comp	426,754	335,546	400,460	340,961
Medicare / Life Insurance	159,838	125,839	181,085	160,086
Debt Service Transfers Out			530,028	918,533
Overhead Allocation	13,639	13,639	13,639	-
Total Expenditure	$ 6,208,410	$ 5,168,887	$ 4,951,817	$ 5,653,206
Estimated Ending Fund Balance	$ 430,136	$ 426,997	$ 913,035	$ 990,935
Change in Ending Fund Balance	(169,453)	(3,139)	482,899	77,900

VEHICLE SERVICES
FUND 602

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 4,445,139	$ 3,774,955	$ 3,774,955	$ 3,137,765
REVENUE				
Service Fees	$ 240,190	$ 478,838	$ 478,838	$ 453,019
Fuel Sales	25,805	25,000	(350)	-
Sale of Property	4,400	100	-	-
Interest Income	(4,945)	8,000	8,000	8,000
Total Revenue	$ 265,450	$ 511,938	$ 486,488	$ 461,019
EXPENDITURE				
Salaries and Benefits	$ 172,170	$ 112,847	$ 112,788	$ 123,197
Administrative Services	6,792	7,950	15,700	5,850
Community Services	40,343	41,300	43,800	43,500
Building	2,116	3,000	3,000	1,900
Police	55,161	48,100	51,600	141,000
Fire	70,696	79,500	87,500	97,000
Public Works	112,602	327,989	360,290	117,100
Electric	26,439	41,500	43,000	32,500
Depreciation	303,526	380,000	380,000	-
Closed to Fixed Assets	(17,089)	-	-	-
Overhead Allocation	140,014	-	-	-
Operations	22,864	26,000	26,000	25,300
Total Expenditure	$ 935,635	$ 1,068,186	$ 1,123,678	$ 587,347
Estimated Ending Fund Balance	$ 3,774,955	$ 3,218,706	$ 3,137,765	$ 3,011,437
Change in Ending Fund Balance	(670,184)	(556,248)	(637,190)	(126,328)

INFORMATION SYSTEMS
FUND 603

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 1,553,395	$ 1,198,574	$ 1,198,574	$ 1,017,957
REVENUE				
Service Fees	$ 618,704	$ 893,771	$ 893,771	$ 1,158,841
Replacement Fees	-	203,861	203,861	220,656
Other Revenues	367	-	-	-
Interest Income	(1,211)	5,000	-	1,700
Total Revenue	$ 617,860	$ 1,102,632	$ 1,097,632	$ 1,381,197
EXPENDITURE				
Salaries and Benefits	$ 259,024	$ 265,606	$ 271,702	$ 261,707
Administration	5,738	8,200	8,200	15,257
Administrative Services	95,013	170,790	170,790	83,788
Community Services	22,950	20,360	20,644	37,566
Planning and Building	294	5,260	6,766	1,609
Police	46,804	57,800	69,595	138,509
Fire	9,064	26,730	27,364	32,230
Public Works	20,710	78,575	78,575	65,384
Electric	12,465	18,355	18,355	19,410
Depreciation	75,882	-	75,000	75,000
Closed to Fixed Assets	-	-	7,600	-
Overhead Allocation	123,935	-	-	-
Operations	300,803	487,600	523,658	633,507
Total Expenditure	$ 972,682	$ 1,139,276	$ 1,278,249	$ 1,363,967
Estimated Ending Fund Balance	$ 1,198,574	$ 1,161,930	$ 1,017,957	$ 1,035,187
Change in Ending Fund Balance	(354,821)	(36,644)	(180,617)	17,230

BUILDING MAINTENANCE
FUND 604

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 1,056,656	$ 759,294	$ 759,294	$ 384,764
REVENUE				
Service Fees	$ 582,033	$ 475,578	$ 411,660	$ 515,383
Rental Income	316,339	-	125,000	125,000
Interest Income	1,202	1,500	1,000	1,000
Total Revenue	$ 899,574	$ 477,078	$ 537,660	$ 641,383
EXPENDITURE				
Salaries and Benefits	$ 178,213	$ 209,557	$ 206,957	$ 116,486
Corp Yard	61,003	56,960	122,622	47,872
CDC	88,662	15,519	29,350	18,450
City Hall	68,232	28,698	121,255	35,758
Museum	20,090	6,205	6,950	7,320
Firehouse	30,063	14,400	83,400	29,170
Police	66,692	31,617	72,036	48,236
Senior Center	23,914	13,360	21,596	17,471
Villa	68,117	32,311	52,600	122,100
Water Operations	13,728	12,156	11,020	11,920
Airport	2,207	500	1,100	1,100
Library	5,769	500	134,300	700
Wastewater Treatment	17,977	11,795	12,050	13,250
Foss Creek	7,581	13,563	11,700	12,950
Parking Lots	15,771	20,014	20,900	20,800
Overhead Allocation	144,993	-	-	-
Operating Expenses	383,924	3,300	4,354	11,800
Total Expenditure	$ 1,196,936	$ 470,453	$ 912,190	$ 515,383
Estimated Ending Fund Balance	$ 759,294	$ 765,918	$ 384,764	$ 510,764
Change in Ending Fund Balance	(297,362)	6,625	(374,530)	126,000

GENERAL CAPITAL REPLACEMENT
Fund 102

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 456,378	$ 438,265	$ 438,265	$ 439,265
REVENUE				
Interest Income	$ (165)	$ -	$ 1,000	$ 1,000
Total Revenue	$ (165)	$ -	$ 1,000	$ 1,000
EXPENDITURE BY ELEMENT				
Salaries and Benefits	$ 17,948	$ -	$ -	$ -
Professional Services				
Construction				
Total Expenditure	$ 17,948	$ -	$ -	$ -
Estimated Ending Fund Balance	$ 438,265	$ 438,265	$ 439,265	$ 440,265
Change in Fund Balance	(18,113)	-	1,000	1,000

ECONOMIC DEVELOPMENT
Fund 150

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 602,124	$ 1,863,498	$ 1,863,498	$ 1,868,098
REVENUE				
Interest Income	$ 152	$ -	$ 4,600	$ 4,600
Transfers in from other Funds	2,011,222	-	-	-
Total Revenue	$ 2,011,374	$ -	$ 4,600	$ 4,600
EXPENDITURE BY ELEMENT				
Salaries and Benefits	$ -	$ -	$ -	$ -
Professional Services				
Transfers out to other Funds	750,000	-	-	-
Total Expenditure	$ 750,000	$ -	$ -	$ -
Estimated Ending Fund Balance	$ 1,863,498	$ 1,863,498	$ 1,868,098	$ 1,872,698
Change in Fund Balance	1,261,374	-	4,600	4,600

GAS TAX
Fund 201

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 1,802,041	$ 1,802,041	$ 1,802,041	$ 1,221,549
REVENUE				
Intergovernmental Revenue	$ 277,759	$ 279,129	$ 341,584	$ 334,725
Interest Income	(1,466)	4,500	-	-
Total Revenue	$ 276,293	$ 283,629	$ 341,584	$ 334,725
EXPENDITURES				
Contracted Services	$ -	$ -	$ -	$ 1,500
Transfer to Streets Fund	901,836	353,931	353,931	334,725
Capital Projects	-	-	-	160,000
Total Expenditure	$ 901,836	$ 353,931	$ 353,931	$ 496,225
Estimated Ending Fund Balance	$ 1,176,498	$ 1,731,739	$ 1,789,694	$ 1,060,049
Change in Fund Balance	(625,543)	(70,302)	(12,347)	(161,500)

NORTH AREA FUND
Fund 208

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ (17,492)	$ (16,184)	$ (16,184)	$ (16,100)
REVENUE				
Interest Income	$ 9	$ -	$ 84	$ 84
Development Fees	1,300	-	-	-
Total Revenue	$ 1,309	$ -	$ 84	$ 84
EXPENDITURE BY ELEMENT				
Salaries and Benefits	$ -	$ -	$ -	$ -
Total Expenditure	$ -	$ -	$ -	$ -
Estimated Ending Fund Balance	$ (16,184)	$ (16,184)	$ (16,100)	$ (16,016)
Change in Fund Balance	1,309	-	84	84

BENJAMIN MAINTENANCE DISTRICT
Fund 210

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 7,158	$ 7,168	$ 7,168	$ 7,177
REVENUE				
Interest Income	$ 10	$ -	$ 9	$ 10
Development Fees	-	-	-	-
Total Revenue	$ 10	$ -	$ 9	$ 10
EXPENDITURE BY ELEMENT				
Salaries and Benefits	$ -	$ -	$ -	$ -
Total Expenditure	$ -	$ -	$ -	$ -
Estimated Ending Fund Balance	$ 7,168	$ 7,168	$ 7,177	$ 7,187
Change in Fund Balance	10	-	9	10

PUBLIC SAFETY
Fund 211

	FY 12-13 ACTUAL		FY 13-14 AMENDED BUDGET		FY 13-14 ESTIMATED YEAR END		FY 14-15 ADOPTED BUDGET	
Estimated Beginning Fund Balance	$	115,168	$	120,492	$	120,492	$	324,714
REVENUES								
Intergovernmental - County	$	5,313	$	-	$	1,483	$	-
Interest Income		11		-		20		800
Code Enforcement		-		-		22,518		-
Transfers In - Measure V		-		-		252,460		142,320
Total Revenues	$	5,324	$	-	$	276,481	$	143,120
EXPENDITURES								
Salaries and Benefits	$	-	$	-	$	3,449	$	-
Tools and Equipment		-		-		60		74,400
Personal Protective Equipment		-		-		68,750		-
Transfer to General Fund		-		-		-		-
Transfer to Vehicle Fund		-		-		-		-
Total Expenditures	$	-	$	-	$	72,259	$	74,400
Estimated Ending Fund Balance	$	120,492	$	120,492	$	324,714	$	393,434
Change in Fund Balance		5,324		-		204,222		68,720

LIGHTING AND LANDSCAPING DISTRICTS

FUNDS 221 - 225

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 320,646	$ 229,892	$ 229,892	$ 149,003
REVENUE				
Special Assessments	$ 151,591	$ 151,535	$ 151,535	$ 173,439
Interest Income	353	754	754	754
Total Revenue	$ 151,944	$ 152,289	$ 152,289	$ 174,193
EXPENDITURES				
Salary and Benefits	144,109	164,293	120,970	103,980
Professional Services	163	12,422	24,164	12,963
Service Contracts	30,159	43,816	21,324	25,352
Repairs	1,378	-	3,500	2,500
Equipment Rental	1,595	-	-	1,800
Tools and Equipment	1,189	-	500	600
Supplies	1,202	8,853	5,800	2,000
Utilities	30,053	37,748	37,500	31,800
Projects	-	-	-	4,000
Overhead, Service Fees, Insurance	31,575		19,420	5,100
County Fee	1,275	-	-	1,272
Total Expenditure	$ 242,698	$ 267,132	$ 233,178	$ 191,367
Estimated Ending Fund Balance	$ 229,892	$ 115,049	$ 149,003	$ 131,830
Change in Fund Balance	(90,754)	(114,843)	(80,889)	(17,173)

Budget Details

Special Assessments	
Zone 1 - Parkland Hills Subdivision	72,644
Zone 2 - Healdsburg Estates and River's Landing	6,714
Zone 3 - Barbieri Park and Healdsburg Avenue	72,552
Zone 4 - Senior Housing Development	4,737
Zone 5 - Sonata Subdivision (Includes Grant Street Village)	16,792
	$ 173,439
Interest Income	
Zone 1 - Parkland Hills Subdivision	319
Zone 2 - Healdsburg Estates and River's Landing	79
Zone 3 - Barbieri Park and Healdsburg Avenue	282
Zone 4 - Senior Housing Development	74
Zone 5 - Sonata Subdivision (Includes Grant Street Village)	-
	$ 754
Salaries and Benefits	
Zone 1 - Parkland Hills Subdivision	43,000
Zone 2 - Healdsburg Estates and River's Landing	3,811
Zone 3 - Barbieri Park and Healdsburg Avenue	47,500
Zone 4 - Senior Housing Development	3,810
Zone 5 - Sonata Subdivision (Includes Grant Street Village)	5,859
	$ 103,980
Contract Services	
Zone 1 - Parkland Hills Subdivision	15,627
Zone 2 - Healdsburg Estates and River's Landing	1,079
Zone 3 - Barbieri Park and Healdsburg Avenue	14,913
Zone 4 - Senior Housing Development	863
Zone 5 - Sonata Subdivision (Includes Grant Street Village)	5,833
	$ 38,315

MEDIA CENTER
Fund 230

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 11,292	$ 27,704	$ 27,704	$ 17,502
REVENUES				
PEG Access Fees	$ 24,708	$ 24,498	$ 24,498	$ 25,000
Interest Income	9	-	-	-
Total Revenues	$ 24,717	$ 24,498	$ 24,498	$ 25,000
EXPENDITURES				
Professional Services	$ 8,306	$ 34,700	$ 34,700	$ 25,000
Grants	-	-	-	-
Total Expenditures	$ 8,306	$ 34,700	$ 34,700	$ 25,000
Estimated Ending Fund Balance	$ 27,704	$ 17,502	$ 17,502	$ 17,502
Change in Fund Balance	16,412	(10,202)	(10,202)	-

GENERAL DEBT SERVICE FUND
Fund 301

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 582,630	$ 1,802,041	$ 1,802,041	$ 1,221,549
REVENUE				
Property Tax	$ 566,501	$ -	$ 566,570	$ 598,432
Interest Income	(721)	-	160	160
Total Revenue	$ 565,780	$ -	$ 566,730	$ 598,592
EXPENDITURES				
Interest	$ 91,430	$ 421,794 *	$ 70,822	$ 46,595
Principal	530,000	1,166,800 *	560,000	685,000
Fees	1,370	-	1,950	1,950
Overhead Allocation	4,660	-	-	-
Total Expenditure	$ 627,460	$ 1,588,594	$ 632,772	$ 733,545
Estimated Ending Fund Balance	$ 520,951	$ 213,447	$ 1,735,999	$ 1,086,596
Change in Fund Balance	(61,679)	(1,588,594)	(66,042)	(134,953)

RDA SUCCESSOR AGENCY

FUND 403

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET	
Estimated Beginning Fund Balance	$ 21,291,223	$ 16,618,713	$ 16,618,713	$ 15,878,479	
REVENUE					
Property Tax Trust Fund Distribution	$ 4,102,051	$ -	$ 3,631,236	$ 2,622,616	**
Rental Income	1	-	188,032 *	1	
Interest Income	21,563	-	52,657	30,000	
Total Revenue	$ 4,123,615	$ -	$ 3,871,925	$ 2,652,617	
EXPENDITURES					
Salary and Benefits	$ 1,073	$ -	$ 23,991	$ 25,000	
Professional and Technical	16,960	-	1,053	27,000	
Legal Services	46,463	-	16,442	25,000	
Advertising	299	-	-	1,750	
Utility Services	15,508	-	13,876	5,000	
Building Maintenance	94,664	-	-	5,000	
Transer to County	8,948,219	-	-	-	
Transfer to Debt Service			3,949,798	2,533,866	
Depreciation	78,103	-	-	-	
Closed to Fixed Assets	(653,185)	-	-	-	
Bank Fees	8,994	-	2,400	2,400	
Loan Forgiveness	39,027	-	-	-	
Acquisition	-	-	604,599	-	
Transfer Out	-	-	-	-	
Chamber Contract	200,000	-	-	-	
Total Expenditure	$ 8,796,125	$ -	$ 4,612,159	$ 2,625,016	**
Estimated Ending Fund Balance	$ 16,618,713	$ 16,618,713	$ 15,878,479	$ 15,906,080	
Change in Fund Balance	(4,672,510)	-	(740,234)	27,601	

*Vineyard Plaza - Final Participation Payment
**Based on Approved ROPS, Mid-year adjustments will be made as additional ROPS is approved

HOUSING SUCCESSOR AGENCY
FUND 404

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 108,896	$ 161,179	$ 161,179	$ 160,991
REVENUE				
Other Financing Sources	$ 52,653	$ -	$ -	$ -
Interest Income	67	-	100	100
Total Revenue	$ 52,720	$ -	$ 100	$ 100
EXPENDITURES				
Professional and Technical	-	-	-	-
Legal Services	437	-	288	-
Total Expenditure	$ 437	$ -	$ 288	$ -
Estimated Ending Fund Balance	$ 161,179	$ 161,179	$ 160,991	$ 161,091
Change in Fund Balance	52,283	-	(188)	100

RDA SUCCESSOR AGENCY BOND PROCEEDS
FUNDS 411-415

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 17,018,607	$ 17,002,463	$ 17,002,463	$ 15,277,377
REVENUE				
Interest Income	$ (16,144)	$ -	$ 702	$ 702
Total Revenue	$ (16,144)	$ -	$ 702	$ 702
EXPENDITURES				
Transfer Out	-	-	1,725,788	3,400,000
Total Expenditure	$ -	$ -	$ 1,725,788	$ 3,400,000
Estimated Ending Fund Balance	$ 17,002,463	$ 17,002,463	$ 15,277,377	$ 11,878,079
Change in Fund Balance	(16,144)	-	(1,725,086)	(3,399,298)

DOWNTOWN BUSINESS DISTRICT TRUST

Fund 702

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 25,125	$ -	$ -	$ -
REVENUE				
Assessments	$ 1,355	$ -	$ 20,000	$ 20,000
Total Revenue	$ 1,355	$ -	$ 20,000	$ 20,000
EXPENDITURE				
Payments to Chamber	26,480	-	20,000	20,000
Total Expenditure	$ 26,480	$ -	$ 20,000	$ 20,000
Estimated Ending Fund Balance	$ -	$ -	$ -	$ -
Change in Fund Balance	(25,125)	-	-	-

COMMUNITY BENEFIT TRUST
Fund 704

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 679,439	$ 551,906	$ 551,906	$ 467,260
REVENUE				
Transfer In	$ -	$ 25,000	$ 25,000	$ -
Interest Income	186	500	1,400	1,400
Total Revenue	$ 186	$ 25,500	$ 26,400	$ 1,400
EXPENDITURE				
Grants	$ -	$ 62,560	$ 62,560	$ -
Low-Income Discounts	47,139	-	48,486	50,000
Transfer to General Fund	80,580	-	-	-
Total Expenditure	$ 127,719	$ 62,560	$ 111,046	$ 50,000
Estimated Ending Fund Balance	$ 551,906	$ 514,846	$ 467,260	$ 418,660
Change in Fund Balance	(127,533)	(37,060)	(84,646)	(48,600)
Designated Portion of Fund Balance				
Fitch Mountain	$ 100,000	$ 100,000	$ 100,000	$ 100,000

PLAZA VETERANS TRUST

Fund 706

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 4,325	$ 4,006	$ 4,006	$ 3,643
REVENUE				
Interest Income	$ 6	$ -	$ 12	$ 12
Total Revenue	$ 6	$ -	$ 12	$ 12
EXPENDITURE				
Supplies	$ 325	$ -	$ 375	$ 406
Total Expenditure	$ 325	$ -	$ 375	$ 406
Estimated Ending Fund Balance	$ 4,006	$ 4,006	$ 3,643	$ 3,249
Change in Fund Balance	(319)	-	(363)	(394)

COLONEL L.A. NORTON TRUST
Fund 707

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 325	$ 325	$ 325	$ 325
REVENUE				
Contributions and Donations	$ 10,519	$ -	$ 7,025	$ 7,150
Total Revenue	$ 10,519	$ -	$ 7,025	$ 7,150
EXPENDITURE				
Boys and Girls Club Contribution	$ 5,185		$ 3,438	$ 3,500
Museum Contribution	5,185		3,438	3,500
Maintenance	150	-	150	150
Total Expenditure	$ 10,519	$ -	$ 7,025	$ 7,150
Estimated Ending Fund Balance	$ 325	$ 325	$ 325	$ 325
Change in Fund Balance	-	-	-	-

CULTURAL NON EXP TRUST

Fund 750

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 74,420	$ 74,510	$ 74,510	$ 74,710
REVENUE				
Interest Income	$ 90	$ -	$ 200	$ 200
Total Revenue	$ 90	$ -	$ 200	$ 200
EXPENDITURE				
Grants	$ -	$ -	$ -	$ -
Total Expenditure	$ -	$ -	$ -	$ -
Estimated Ending Fund Balance	$ 74,510	$ 74,510	$ 74,710	$ 74,910
Change in Fund Balance	90	-	200	200

GENERAL CAPITAL PROJECTS

Fund 801

	FY 12-13 ACTUAL	FY 13-14 ADOPTED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 727,173	$ (122,251)	$ (122,251)	$ (122,252)
REVENUES				
Interest Income	$ (915)	$ -	$ -	$ -
Transfers In	-	-	1,725,788	-
Total Revenues	$ (915)	$ -	$ 1,725,788	$ -
EXPENDITURES				
Salaries and Benefits	$ 94,872	$ -	$ 51,246	$ -
Professional Services	735,993	-	256,698	-
Legal Services	9,920	-	2,646	-
Construction	-	-	1,360,000	-
Advertising and Noticing	1,625	-	749	-
Maintenance Supplies	4,872	-	54,415	-
Postage	32	-	-	-
Tools And Equipment	1,195	-	34	-
Total Expenditures	$ 848,510	$ -	$ 1,725,788	$ -
Estimated Ending Fund Balance	$ (122,251)	$ (122,251)	$ (122,252)	$ (122,252)
Change in Fund Balance	(849,424)	-	(0)	-

Research Required for Prior Year Activity. Correct to Eliminate Negative Fund Balance

FIRE FACILITIES FEE
Fund 901

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 114,032	$ 122,187	$ 122,187	$ 133,864
REVENUE				
Development Fees	$ 8,480	$ -	$ 11,277	$ 8,000
Transfers In				
Interest Income	(253)	-	400	400
Total Revenue	$ 8,227	$ -	$ 11,677	$ 8,400
EXPENDITURES				
Contracted Services	$ -	$ -	$ -	$ -
Overhead Allocation	72	-	-	-
Total Expenditure	$ 72	$ -	$ -	$ -
Estimated Ending Fund Balance	$ 122,187	$ 122,187	$ 133,864	$ 142,264
Change in Fund Balance	8,155	-	11,677	8,400

PARK FEES
Fund 985

	FY 12-13 ACTUAL	FY 13-14 AMENDED BUDGET	FY 13-14 ESTIMATED YEAR END	FY 14-15 ADOPTED BUDGET
Estimated Beginning Fund Balance	$ 49,279	$ 87,986	$ 87,986	$ 138,238
REVENUE				
Development Fees	$ 38,517	$ -	$ 49,638	$ 40,000
Rents	185	-	214	200
Interest Income	77	-	400	100
Total Revenue	$ 38,779	$ -	$ 50,252	$ 40,300
EXPENDITURES				
Contracted Services	$ -	$ -	$ -	$ -
Transfers Out	-	-	-	-
Overhead Allocation	72	-	-	-
Total Expenditure	$ 72	$ -	$ -	$ -
Estimated Ending Fund Balance	$ 87,986	$ 87,986	$ 138,238	$ 178,538
Change in Fund Balance	38,707	-	50,252	40,300

City of Healdsburg FY 14-15
Salaries and Benefits by Position

Does not include Overtime or Standby Pay

Position	Annual Earnings	Retirement & Medicare	Health Insurances	Life & Disability	Workers Comp	Other	Total Salaries & Benefits
City Councilmember	1,800	26	23,180	123	55	-	25,184
City Councilmember	1,800	26	16,257	123	55	-	18,261
City Councilmember	1,800	26	7,995	123	55	-	9,999
City Councilmember	1,800	26	16,257	123	55	-	18,261
City Councilmember	1,800	26	23,180	123	55	-	25,184
Fund 101 Department 1001 Total	**9,000**	**130**	**86,868**	**616**	**277**	0	**96,890**
City Manager	189,156	51,523	19,772	1,156	5,816	23,500	290,924
Assistant City Manager	162,972	43,918	23,180	1,030	5,012	4,200	240,311
City Clerk	102,360	25,854	7,091	677	3,148	1,800	140,929
Administrative Analyst	61,584	16,179	16,477	450	1,894	-	96,583
Department Secretary	63,492	16,763	1,825	490	1,952	5,724	90,246
General Fund Administration	**579,564**	**154,236**	**68,343**	**3,803**	**17,822**	**35,224**	**858,992**
Administrative Services Director	143,172	38,716	7,091	935	4,403	4,200	198,516
Accounting Supervisor	87,300	22,935	23,180	604	2,685	-	136,703
Personnel Specialist	94,524	23,909	1,825	639	2,907	7,524	131,327
IS Coordinator	87,281	14,288	23,180	604	2,684	-	128,037
Administrative Services Manager	92,572	24,403	1,825	630	2,846	5,724	128,000
Accounting Supervisor - Vacant							46,190
Accounting Supervisor	88,642	23,370	1,825	611	2,726	5,724	122,898
Equipment Service Writer/Mechanic	88,208	23,173	7,995	609	2,712	500	123,197
IS Network Technician	73,350	19,270	16,257	537	2,256	-	111,669
Building Maintenance Worker II	66,612	17,500	19,772	505	2,048	-	106,437
Accounting Clerk II	60,454	15,882	23,180	475	1,859	-	101,850
Storekeeper	69,444	18,244	7,995	519	2,135	-	98,337
Meter Reader	63,492	16,680	13,934	490	1,952	500	97,049
Accounting Assistant	68,532	18,004	7,091	514	2,107	-	96,248
Senior Accounting Clerk	65,287	17,235	1,309	499	2,007	5,724	92,061
Accounting Clerk II	49,254	8,063	7,091	422	1,515	-	66,344
Building Maintenance Foreman - New, Partial Year							64,159
Administrative Specialist - New, Partial Year							89,333
General Fund Admin. Svcs, Funds 602-604 Total	**1,198,125**	**301,670**	**163,546**	**8,593**	**36,842**	**29,896**	**1,938,354**
Parks Superintendent	91,807	24,591	23,180	626	2,823	1,800	144,827
Recreation Manager	91,752	24,104	23,180	626	2,821	-	142,483
Recreation Supervisor	77,472	20,436	877	557	2,382	5,724	107,448
Parks Caretaker II	65,981	17,334	7,995	502	2,029	-	93,841
Parks Caretaker II	63,444	16,667	19,772	490	1,951	-	102,324
Parks Caretaker I	58,632	15,403	13,934	467	1,803	-	90,239
Office Assistant I	47,292	12,424	7,995	412	1,454	-	69,577
Facility Worker - New, Partial	-	-	-	-	-	-	90,239
Recreation Coordinator	46,644	12,337	1,825	409	1,434	5,724	68,373
Recreation Coordinator II	26,280	6,904	8,832	-	808	-	42,825
Parks and Facilities Aides	55,500	442	-	-	938	-	56,880
Bus Drivers/Part-time On Call	52,811	435	-	-	922	-	54,168
Part-time Recreation Instructors	176,600	2,465	-	-	5,228	-	184,293
Part-time Program Coordinators	133,500	1,936	-	-	4,105	-	139,541
Part-time Lifeguard/Swim Instructors	80,000	1,160	-	-	2,460	-	83,620
Part-time Recreation Coordinator	20,800	302	-	-	640	-	21,741
Part-time Recreation Leaders III	60,000	875	-	-	1,346	-	62,221
Part-time Recreation Leaders I and II	65,000	943	-	-	1,999	-	67,941
Funds 560-590, 221-225, 403	**1,213,515**	**158,759**	**107,589**	**4,089**	**35,144**	**13,248**	**1,622,581**
Planning Director	147,571	39,872	7,995	956	4,538	4,200	205,131

City of Healdsburg FY 14-15
Salaries and Benefits by Position

Does not include Overtime or Standby Pay

Position	Annual Earnings	Retirement & Medicare	Health Insurances	Life & Disability	Workers Comp	Other	Total Salaries & Benefits
Building Official	113,207	29,741	23,180	729	3,481	-	170,338
Project Planner	89,388	16,434	16,257	615	2,749	-	125,442
Assistant Planner	62,058	16,303	7,091	483	1,908	-	87,843
Community Development Technician *	72,984	19,173	19,772	536	2,244	-	114,709
Building Inspector	65,412	12,026	23,180	499	2,011	-	103,128
Building Inspector Trainee	57,000	11,470	23,180	350	2,000	-	94,000
General Fund Planning and Building	**607,620**	**145,019**	**120,654**	**4,167**	**18,932**	**4,200**	**900,591**

Police Chief	165,437	72,573	7,995	1,042	5,087	5,025	257,158
Police Lieutenant	115,175	49,313	23,180	739	3,542	825	192,772
Police Sergeant	100,872	45,690	23,180	759	3,102	6,644	180,247
Police Sergeant	99,924	45,261	19,772	754	3,073	6,590	175,373
Police Sergeant	98,472	44,605	23,180	747	3,028	6,506	176,537
Police Officer	87,785	39,777	23,180	693	2,699	5,889	160,023
Police Officer	85,224	38,621	19,772	680	2,621	5,742	152,658
Police Officer	85,169	38,596	23,180	679	2,619	5,738	155,982
Police Officer	84,420	38,258	23,180	676	2,596	5,695	154,824
Police Officer	83,892	38,019	23,180	673	2,580	5,665	154,008
Police Officer	80,468	36,472	19,772	655	2,474	5,467	145,309
Police Officer	78,240	35,466	13,934	644	2,406	5,339	136,028
Police Officer	75,253	34,117	7,091	629	2,314	5,166	124,570
Police Officer	67,208	18,861	7,091	588	2,067	4,702	100,516
Police Officer	67,205	18,860	19,772	588	2,066	4,702	113,193
Police Officer	66,221	18,586	7,995	583	2,036	4,645	100,066
Police Officer	65,500	18,500	19,772	585	2,030	4,615	111,002
Administrative Specialist	73,716	19,366	19,772	539	2,267	-	115,660
Police Dispatcher	68,196	18,096	7,091	593	2,097	4,709	100,781
Police Dispatcher	64,816	17,208	7,995	576	1,993	4,514	97,102
Police Dispatcher	64,602	18,154	16,773	575	1,986	4,502	106,592
Police Dispatcher	63,180	17,759	19,772	567	1,943	4,420	107,641
Police Dispatcher	48,288	8,488	7,091	492	1,485	3,561	69,403
Police Dispatcher	34,300	5,831	10,581	492	1,485	3,561	56,250
Police Dispatcher PT	24,144	361	-	-	742	775	26,023
Police Records Officer	67,164	16,671	19,772	569	2,065	-	106,241
Police Technician	58,072	15,460	19,772	525	1,786	775	96,390
Parking Enforcement Officer	18,524	268	-	-	570	-	19,362
Code Enforcement Officer - New P/T	35,000	-	-	-	-	-	35,000
Police Reserve Officer Stipends	6,040	-	-	-	-	-	6,040
General Fund Police	**2,132,505**	**769,235**	**433,840**	**16,641**	**64,758**	**115,773**	**3,532,751**

Fire Chief	166,033	71,178	23,180	1,045	5,106	625	267,166
Fire Marshal	116,496	50,021	19,772	745	3,582	625	191,241
Fire Captain	103,380	46,603	23,180	768	3,179	5,737	182,846
Fire Captain	100,344	45,242	19,772	752	3,086	5,587	174,783
Fire Captain	99,348	44,796	19,772	748	3,055	5,538	173,256
Fire Inspector	89,128	37,031	23,180	675	2,741	625	153,379
Fire Engineer	86,000	38,896	1,825	680	2,645	10,602	140,647
Fire Engineer	83,892	37,868	19,772	670	2,580	4,774	149,555
Fire Engineer	73,426	20,477	19,772	617	2,258	4,256	120,806
Fire Engineer	66,072	29,964	877	580	2,032	9,616	109,141
Firefighter	60,000	27,000	500	500	2,000	-	90,000
Office Assistant II	50,118	13,166	7,995	426	1,541	-	73,246
Reserve Firefighter Stipends	74,250	-	-	-	-	-	74,250
General Fund Fire	**1,168,487**	**462,242**	**179,595**	**8,204**	**33,803**	**47,984**	**1,900,315**
Utilities Director	156,624	42,250	19,772	999	4,816	4,200	228,662
Public Works and Engineering/Operations Manager	114,664	18,770	16,257	736	3,526	-	153,953
Senior Civil Engineer	117,661	31,384	23,180	751	3,618	1,800	178,393

City of Healdsburg FY 14-15
Salaries and Benefits by Position

Does not include Overtime or Standby Pay

Position	Annual Earnings	Retirement & Medicare	Health Insurances	Life & Disability	Workers Comp	Other	Total Salaries & Benefits
Senior Civil Engineer	115,356	30,305	23,180	739	3,547	-	173,127
Public Works Operations/Utility Superintendent	108,549	28,517	19,772	707	3,338	-	160,882
Wastewater Foreman	102,302	26,876	7,995	677	3,146	-	140,995
Water Foreman	101,352	26,626	23,180	672	3,117	-	154,946
Utility Operator	92,952	24,419	23,180	632	2,858	-	144,041
Utility Operator	91,140	23,943	23,180	623	2,803	-	141,688
Utility Operator	90,834	23,863	19,772	621	2,793	-	137,883
Utility Operator	90,455	23,764	23,180	620	2,782	-	140,800
Utility Operator	72,264	18,984	23,180	532	2,222	-	117,182
Laboratory Technician III	79,455	20,874	16,257	567	2,443	-	119,595
Industrial Electrician	77,334	20,399	1,825	557	2,378	5,724	108,216
Instrumentation Technician	89,940	23,628	19,772	617	2,766	-	136,723
Public Works Field Technician	83,892	20,823	16,257	588	2,580	-	124,139
Public Works Inspector	79,824	21,054	1,825	569	2,455	5,724	111,450
Administrative Specialist **	75,948	18,851	23,180	550	2,335	-	120,864
Engineering Technician	72,984	19,173	23,180	536	2,244	-	118,117
Water Systems Mechanic	69,565	17,267	19,772	519	2,139	-	109,262
Public Works Materials Technician	69,278	18,200	19,772	518	2,130	-	109,898
Utility Maintenance Foreman	63,679	16,729	23,180	491	1,958	-	106,037
Utility Maintenance Foreman	61,036	16,035	7,995	478	1,877	-	87,421
Utility Worker II	55,478	9,082	13,934	451	1,706	-	80,651
Utility Worker II	55,375	9,065	23,180	451	1,703	-	89,773
Utility Worker I	54,293	14,346	1,309	446	1,669	5,724	77,787
Utility Worker I	55,788	14,656	7,995	453	1,715	-	80,607
Electric Engineering Operations Manager	127,404	33,470	23,180	797	3,918	-	188,769
Electric Operations Superintendent	124,896	32,811	23,180	785	3,840	-	185,513
Electric Line Foreman	108,660	28,629	1,825	707	3,341	5,724	148,886
Electric Line Foreman	106,524	27,985	23,180	697	3,275	-	161,661
Electric Technician	104,424	27,433	16,257	687	3,211	-	152,012
Electric Lineman	96,552	25,365	23,180	649	2,969	-	148,715
Meter Technician	96,552	25,365	23,180	649	2,969	-	148,715
Electric Lineman	95,955	25,208	23,180	646	2,951	-	147,939
Electric Lineman	94,644	24,864	19,772	640	2,910	-	142,830
Electric Engineering Technician II	90,049	23,657	7,091	618	2,769	-	124,184
Electric Materials Technician	72,984	19,173	23,180	536	2,244	-	118,117
Electric Lineman Apprentice	64,701	16,998	23,180	496	1,990	-	107,363
Temporary/Seasonal Maintenance Workers	43,383	623	-	-	1,322	-	45,329
Unfilled - Conservation Analyst	78,000	-	-	-	-	-	78,000
Unfilled - Utility Technician	86,000	-	-	-	-	-	86,000
Funds 510, 520, 530, 531, 540, 546	**3,688,746**	**891,465**	**695,637**	**24,005**	**108,374**	**28,896**	**5,437,123**
Total Salaries and Benefits	**10,597,560**	**2,882,756**	**1,856,073**	**70,117**	**315,951**	**275,221**	**16,287,598**

* Community Development Technician-full salary and benefits shown charged to General Fund in above, actual time is split with Utilities

** Administrative Specialists-full salary and benefits shown charged to Utilities in above, actual time is split with General Fund

Base Salary Schedule
Effective July 1, 2014

Position Title	Step A	Step B	Step C	Step D	Step E	Step F
Monthly						
City Manager	12,477	13,101	13,756	14,444	15,166	15,924
Assistant City Manager	11,295	11,860	12,453	13,076	13,730	14,417
Utilities Director	11,295	11,860	12,453	13,076	13,730	14,417
Police Chief	10,962	11,510	12,086	12,690	13,325	13,991
Fire Chief	10,535	11,062	11,615	12,196	12,806	13,446
Planning and Building Director	9,635	10,117	10,623	11,154	11,712	12,298
Administrative Services Director	9,540	10,017	10,518	11,044	11,596	12,176
Electric Engineering and Operations Manager	8,734	9,171	9,630	10,111	10,617	
Public Works Engineering and Operations Manager	8,734	9,171	9,630	10,111	10,617	
Electric Operations Superintendent	8,036	8,446	8,877	9,329	9,805	
Fire Marshal	7,956	8,362	8,789	9,237	9,708	
Police Lieutenant	7,799	8,197	8,615	9,055	9,517	
Senior Civil Engineer	7,570	7,956	8,362	8,789	9,237	
Building Official	7,495	7,877	8,279	8,702	9,145	
Public Works Operations and Utility Superintendent	7,275	7,646	8,036	8,446	8,877	
Electric Line Foreman	6,991	7,347	7,722	8,116	8,530	
Electric Technician	6,991	7,347	7,722	8,116	8,530	
Administrative Services Manager	6,785	7,131	7,495	7,877	8,279	
Park Superintendent	6,718	7,061	7,421	7,799	8,197	
IS Coordinator	6,652	6,991	7,347	7,722	8,116	
Wastewater Foreman	6,652	6,991	7,347	7,722	8,116	
Water Foreman	6,652	6,991	7,347	7,722	8,116	
City Clerk	6,586	6,922	7,275	7,646	8,036	
Fire Captain	6,392	6,718	7,061	7,421	7,799	
Electric Lineman	6,361	6,679	7,013	7,364	7,732	
Meter Technician	6,361	6,679	7,013	7,364	7,732	
Equipment Service Writer/Mechanic	6,143	6,456	6,785	7,131	7,495	
Recreation Manager	6,143	6,456	6,785	7,131	7,495	
Project Planner	6,128	6,434	6,756	7,094	7,449	
Personnel Specialist	6,082	6,392	6,718	7,061	7,421	
Conservation Analyst	6,052	6,355	6,673	7,007	7,357	
Electric Engineering Technician II	6,052	6,355	6,673	7,007	7,357	
Industrial Electrician	6,022	6,329	6,652	6,991	7,347	
Instrumentation Technician	6,022	6,329	6,652	6,991	7,347	
Police Sergeant	6,022	6,329	6,652	6,991	7,347	7,722
Utility Operator	6,022	6,329	6,652	6,991	7,347	
Accounting Supervisor	5,962	6,266	6,586	6,922	7,275	
Building Inspector II	5,787	6,082	6,392	6,718	7,061	
Fire Inspector	5,787	6,082	6,392	6,718	7,061	
Administrative Analyst	5,673	5,962	6,266	6,586	6,922	
Fire Engineer	5,506	5,787	6,082	6,392	6,718	

Base Salary Schedule
Effective July 1, 2014

Position Title	Step A	Step B	Step C	Step D	Step E	Step F
Monthly						
Building Inspector I	5,451	5,729	6,022	6,329	6,652	
Code Enforcement Officer	5,451	5,729	6,022	6,329	6,652	
Laboratory Technician III	5,451	5,729	6,022	6,329	6,652	
Public Works Field Technician	5,451	5,729	6,022	6,329	6,652	
Public Works Inspector	5,451	5,729	6,022	6,329	6,652	
Recreation Supervisor	5,187	5,451	5,729	6,022	6,329	
Police Officer	5,084	5,344	5,616	5,903	6,204	6,520
Administrative Specialist	4,886	5,135	5,397	5,673	5,962	
Community Development Technician	4,886	5,135	5,397	5,673	5,962	
Electric Lineman Apprentice	4,886	5,135	5,397	5,673	5,962	
Electric Materials Technician	4,886	5,135	5,397	5,673	5,962	
Engineering Technician	4,886	5,135	5,397	5,673	5,962	
IS Network Technician	4,886	5,135	5,397	5,673	5,962	
Firefighter	4,742	4,984	5,239	5,506	5,787	
Building Maintenance Foreman	4,695	4,935	5,187	5,451	5,729	
Utility Maintenance Foreman	4,695	4,935	5,187	5,451	5,729	
Utility Technician	4,695	4,935	5,187	5,451	5,729	
Public Works Materials Technician	4,512	4,742	4,984	5,239	5,506	
Storekeeper	4,512	4,742	4,984	5,239	5,506	
Assistant Planner	4,468	4,695	4,935	5,187	5,451	
Accounting Assistant	4,423	4,649	4,886	5,135	5,397	
Water Systems Mechanic	4,380	4,603	4,838	5,084	5,344	
Building Maintenance Worker II	4,251	4,468	4,695	4,935	5,187	
Meter Reader II	4,251	4,468	4,695	4,935	5,187	
Utility Worker II	4,251	4,468	4,695	4,935	5,187	
Department Secretary	4,209	4,423	4,649	4,886	5,135	
Senior Accounting Clerk	4,209	4,423	4,649	4,886	5,135	
Park Caretaker II	4,167	4,380	4,603	4,838	5,084	
Police Dispatcher	4,024	4,230	4,445	4,672	4,910	5,161
Police Records Officer	3,887	4,085	4,293	4,512	4,742	4,984
Accounting Clerk II	3,810	4,004	4,209	4,423	4,649	
Parks Caretaker I	3,810	4,004	4,209	4,423	4,649	
Utility Worker I	3,810	4,004	4,209	4,423	4,649	
Office Assistant II	3,663	3,848	4,044	4,251	4,468	
Recreation Coordinator II	3,523	3,699	3,887	4,085	4,293	
Facilities Worker	3,489	3,663	3,846	4,038	4,239	
Police Technician	3,421	3,592	3,772	3,965	4,167	4,380
Bus Driver	3,323	3,489	3,663	3,848	4,044	
Recreation Coordinator I	3,196	3,356	3,523	3,699	3,887	
Office Assistant I	3,118	3,274	3,438	3,610	3,791	
Parking Enforcement Officer	3,103	3,258	3,421	3,592	3,772	3,961
Parks and Facilities Aide	2,385	2,504	2,629	2,761	2,899	

Base Salary Schedule
Effective July 1, 2014

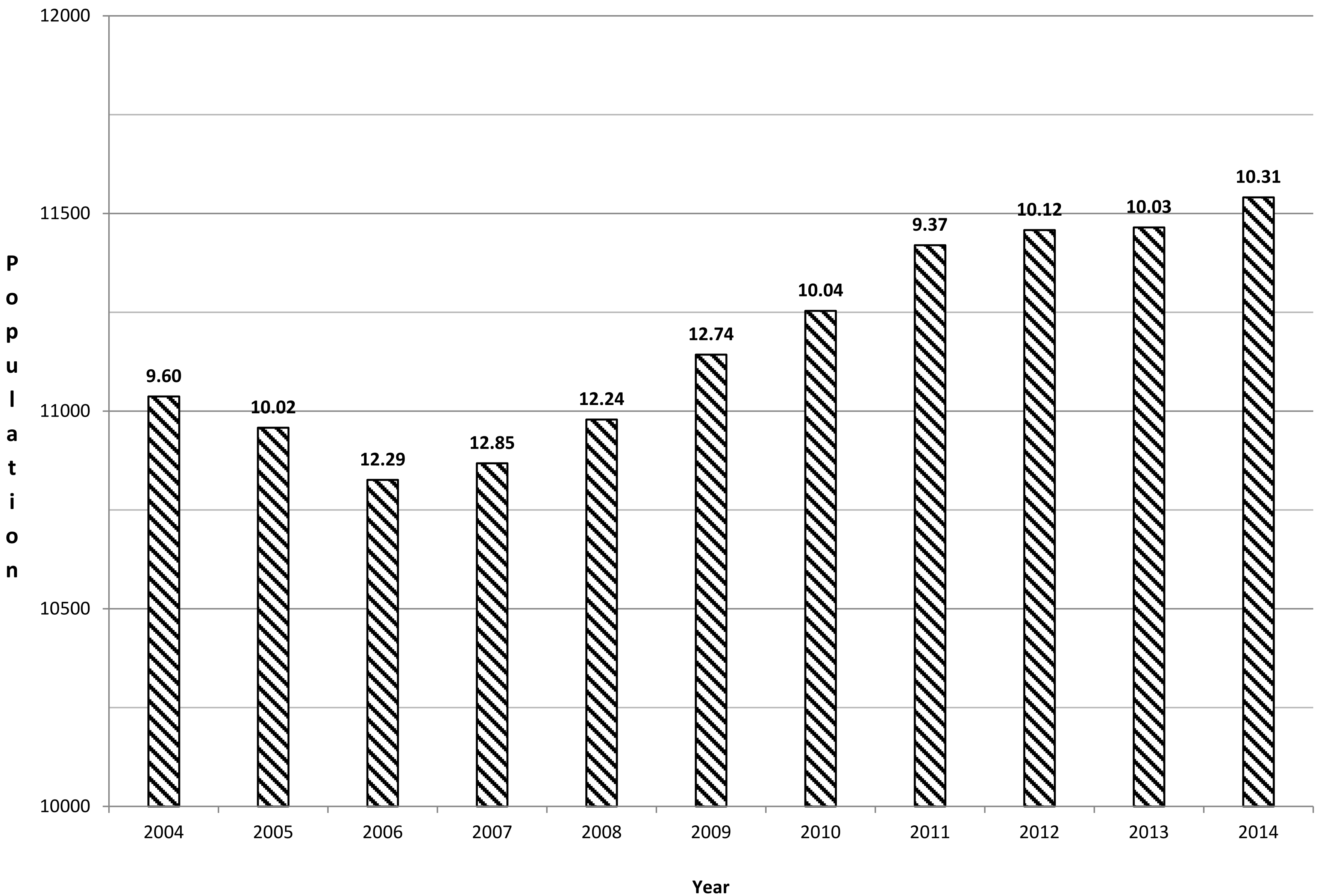
Position Title	Step A	Step B	Step C	Step D	Step E	Step F
Hourly Equivalent *						
City Manager	71.98	75.58	79.36	83.33	87.50	91.87
Assistant City Manager	65.16	68.42	71.84	75.44	79.21	83.18
Utilities Director	65.16	68.42	71.84	75.44	79.21	83.18
Police Chief	63.24	66.40	69.73	73.21	76.88	80.72
Fire Chief	60.78	63.82	67.01	70.36	73.88	77.57
Planning and Building Director	55.59	58.37	61.29	64.35	67.57	70.95
Administrative Services Director	55.04	57.79	60.68	63.72	66.90	70.25
Electric Engineering and Operations Manager	50.39	52.91	55.56	58.33	61.25	
Public Works Engineering and Operations Manager	50.39	52.91	55.56	58.33	61.25	
Electric Operations Superintendent	46.36	48.73	51.21	53.82	56.57	
Fire Marshal	45.90	48.24	50.71	53.29	56.01	
Police Lieutenant	44.99	47.29	49.70	52.24	54.91	
Senior Civil Engineer	43.67	45.90	48.24	50.71	53.29	
Building Official	43.24	45.44	47.76	50.20	52.76	
Public Works Operations and Utility Superintendent	41.97	44.11	46.36	48.73	51.21	
Electric Line Foreman	40.33	42.39	44.55	46.82	49.21	
Electric Technician	40.33	42.39	44.55	46.82	49.21	
Administrative Services Manager	39.14	41.14	43.24	45.44	47.76	
Park Superintendent	38.76	40.74	42.81	44.99	47.29	
IS Coordinator	38.38	40.33	42.39	44.55	46.82	
Wastewater Foreman	38.38	40.33	42.39	44.55	46.82	
Water Foreman	38.38	40.33	42.39	44.55	46.82	
City Clerk	38.00	39.93	41.97	44.11	46.36	
Fire Captain	36.88	38.76	40.74	42.81	44.99	
Electric Lineman	36.70	38.53	40.46	42.48	44.61	
Meter Technician	36.70	38.53	40.46	42.48	44.61	
Equipment Service Writer/Mechanic	35.44	37.25	39.14	41.14	43.24	
Recreation Manager	35.44	37.25	39.14	41.14	43.24	
Project Planner	35.35	37.12	38.98	40.93	42.97	
Personnel Specialist	35.09	36.88	38.76	40.74	42.81	
Conservation Analyst	34.92	36.66	38.50	40.43	42.44	
Electric Engineering Technician II	34.92	36.66	38.50	40.43	42.44	
Industrial Electrician	34.74	36.51	38.38	40.33	42.39	
Instrumentation Technician	34.74	36.51	38.38	40.33	42.39	
Police Sergeant	34.74	36.51	38.38	40.33	42.39	44.55
Utility Operator	34.74	36.51	38.38	40.33	42.39	
Accounting Supervisor	34.40	36.15	38.00	39.93	41.97	
Building Inspector II	33.39	35.09	36.88	38.76	40.74	
Fire Inspector	33.39	35.09	36.88	38.76	40.74	
Administrative Analyst	32.73	34.40	36.15	38.00	39.93	
Fire Engineer	31.77	33.39	35.09	36.88	38.76	
Building Inspector I	31.45	33.05	34.74	36.51	38.38	

Base Salary Schedule
Effective July 1, 2014

Position Title	Step A	Step B	Step C	Step D	Step E	Step F
Hourly Equivalent *						
Code Enforcement Officer	31.45	33.05	34.74	36.51	38.38	
Laboratory Technician III	31.45	33.05	34.74	36.51	38.38	
Public Works Field Technician	31.45	33.05	34.74	36.51	38.38	
Public Works Inspector	31.45	33.05	34.74	36.51	38.38	
Recreation Supervisor	29.93	31.45	33.05	34.74	36.51	
Police Officer	29.33	30.83	32.40	34.06	35.79	37.62
Administrative Specialist	28.19	29.63	31.14	32.73	34.40	
Community Development Technician	28.19	29.63	31.14	32.73	34.40	
Electric Lineman Apprentice	28.19	29.63	31.14	32.73	34.40	
Electric Materials Technician	28.19	29.63	31.14	32.73	34.40	
Engineering Technician	28.19	29.63	31.14	32.73	34.40	
IS Network Technician	28.19	29.63	31.14	32.73	34.40	
Firefighter	27.36	28.75	30.23	31.77	33.39	
Building Maintenance Foreman	27.09	28.47	29.93	31.45	33.05	
Utility Maintenance Foreman	27.09	28.47	29.93	31.45	33.05	
Utility Technician	27.09	28.47	29.93	31.45	33.05	
Public Works Materials Technician	26.03	27.36	28.75	30.23	31.77	
Storekeeper	26.03	27.36	28.75	30.23	31.77	
Assistant Planner	25.78	27.09	28.47	29.93	31.45	
Accounting Assistant	25.52	26.82	28.19	29.63	31.14	
Water Systems Mechanic	25.27	26.56	27.91	29.33	30.83	
Building Maintenance Worker II	24.53	25.78	27.09	28.47	29.93	
Meter Reader II	24.53	25.78	27.09	28.47	29.93	
Utility Worker II	24.53	25.78	27.09	28.47	29.93	
Department Secretary	24.28	25.52	26.82	28.19	29.63	
Senior Accounting Clerk	24.28	25.52	26.82	28.19	29.63	
Park Caretaker II	24.04	25.27	26.56	27.91	29.33	
Police Dispatcher	23.22	24.40	25.64	26.95	28.33	29.78
Police Records Officer	22.43	23.57	24.77	26.03	27.36	28.75
Accounting Clerk II	21.98	23.10	24.28	25.52	26.82	
Parks Caretaker I	21.98	23.10	24.28	25.52	26.82	
Utility Worker I	21.98	23.10	24.28	25.52	26.82	
Office Assistant II	21.13	22.20	23.33	24.53	25.78	
Recreation Coordinator II	20.33	21.34	22.43	23.57	24.77	
Grounds and Facility Attendant	20.13	21.13	22.19	23.30	24.46	
Police Technician	19.74	20.72	21.76	22.88	24.04	25.27
Bus Driver	19.17	20.13	21.13	22.20	23.33	
Recreation Coordinator I	18.44	19.36	20.33	21.34	22.43	
Office Assistant I	17.99	18.89	19.83	20.83	21.87	
Parking Enforcement Officer	17.90	18.80	19.74	20.72	21.76	22.85
Parks and Facilities Aide	13.76	14.45	15.17	15.93	16.73	

* All salaries are monthly rates based on a 173.33 hour average month.

City Employees per 1,000 Residents



City of Healdsburg
Capital Improvement Program FY 14-15

	FY 14-15 Funding
Wastewater Projects	
Recycled Water Pipeline	150,000
Grove Street Sewer Main Replacement	1,260,000
Relocate Force Mains to Aerial Bridge	800,000
Total	**2,210,000**
Streets Projects	
5-Way Improvements	500,000
Healdsburg Avenue Bridge	15,030,000
Foss Creek Pathway Phase 6	1,700,000
Cycle III Life Line Grant - HAWK Pedestrian Signal @ Healdsburg High	195,000
Annual Reconstruction of Streets & Sidewalks	632,000
Total	**18,057,000**
Electric Projects	
Badger Substation 60kV Bus	40,000
Advanced Metering for Customer Usage Presentation	450,000
Routine Annual Reconstruction of Electric System	910,000
Total	**1,400,000**
Airport Projects	
Airport ALP	118,000
Total	**118,000**
City Wide Projects	
Community Center HVAC & Roof Repair	400,000
Police Radio Replacement	10,000
Total	**410,000**
Total Capital Improvement Program	**22,195,000**

Project Name:
Badger Substation 60kV Bus

Project Number:
EL1008

Project Description:
As exists, Badger Substation's 60kV bussing is configured with a single permanent feed and a temporary second feed. Converting the temporary 60kV into a permanent installation requires the installation of one steel dead-end structure capable of 60kV metering. The second 60kV feed minimizes the need for Citywide outages due to maintenance on the 60kV bus and associated switchgear.

Department:
Electric Department

General Plan Consistency:
This project will improve the system reliability of the entire City's electric service.

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14		FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	City Personnel	1,315	-	-		-	-	-	-	-	1,315
	Materials & Construction	-	20,000	-		40,000	200,000	-	-	-	240,000
		-	-	-		-	-	-	-	-	-
		-	-	-		-	-	-	-	-	-
		-	-	-		-	-	-	-	-	-
	Total	**$ 1,315**	**$ 20,000**	**$ -**		**$ 40,000**	**$ 200,000**	**$ -**	**$ -**	**$ -**	**$ 241,315**
Funding Sources:	Fund 940 Electric Impact Fees	-	20,000	-		40,000	200,000	-	-	-	240,000
		-	-	-		-	-	-	-	-	-
		-	-	-		-	-	-	-	-	-
		-	-	-		-	-	-	-	-	-
		-	-	-		-	-	-	-	-	-
	Total	**$ -**	**$ 20,000**	**$ -**		**$ 40,000**	**$ 200,000**	**$ -**	**$ -**	**$ -**	**$ 240,000**

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
Advanced Metering for Customer Usage Presentation

Project Number:
EL1009

Project Description:
Currently the City of Healdsburg utilizes a "drive-by" meter reading system. By installing collector radios throughout Healdsburg, electric and water usage data can be collected more frequently and presented to customers through the City's webpage. Customer presentation is a known conservation tool and will help conserve both energy and water.

Department:
Electric Department

General Plan Consistency:
This project will improve customer service and help conserve energy and water.

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	City Personnel	-	-	-	-	-	-	-	-	-
	Materials & Construction	-	-	-	400,000	-	-	-	-	400,000
	Professional Services	-	-	-	50,000	-	-	-	-	50,000
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
	Total	**$ -**	**$ -**	**$ -**	**$ 450,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 450,000**
Funding Sources:	Fund 540 Electric	-	-	-	340,000	-	-	-	-	340,000
	Fund 520 Water	-	-	-	110,000	-	-	-	-	110,000
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
	Total	**$ -**	**$ -**	**$ -**	**$ 450,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 450,000**

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
Routine Annual Reconstruction of Electric System

Project Number:
ELM001, ELM002, ELM003, ELM004, ELM005, ELM011, ELM012, ELM013

Project Description:
Routine annual reconstruction of the City's Electric System that includes; overhead and conductor replacement, replacement of highvoltage switches and sectionalizing devices, replacement of overloaded or failed transformers, replacement of capacitors, planned replacement of wood poles, installation or replacement underground cable, and other routine capital replacements. Most work is identified through annual inspections but some work will identify within the current fiscal year.

Department:
Electric Department (Fund 540)

General Plan Consistency:
This project will maintains or improves customer service and system reliablity.

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14		FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	City Personnel	-	500,000	400,000		510,000	525,000	540,000	550,000	565,000	3,090,000
	Materials	-	434,200	350,000		330,000	300,000	315,000	330,000	345,000	1,970,000
	Professional Services	-	80,000	40,000		70,000	70,000	75,000	75,000	80,000	410,000
		-	-	-		-	-	-	-	-	-
		-	-	-		-	-	-	-	-	-
	Total	**$ -**	**$ 1,014,200**	**$ 790,000**		**$ 910,000**	**$ 895,000**	**$ 930,000**	**$ 955,000**	**$ 990,000**	**$ 5,470,000**
Funding Sources:	Fund 540 Electric	-	-	-		910,000	895,000	930,000	955,000	990,000	4,680,000
		-	-	-			-	-	-	-	-
		-	-	-		-	-	-	-	-	-
		-	-	-		-	-	-	-	-	-
		-	-	-		-	-	-	-	-	-
	Total	**$ -**	**$ -**	**$ -**		**$ 910,000**	**$ 895,000**	**$ 930,000**	**$ 955,000**	**$ 990,000**	**$ 4,680,000**

Project Name:
Grove Street Sewer Main Replacement, Dry Creek Road to Oak Grove Apartments

Project Number:
PWS918

Project Description:
Replace and aging 6" line which is at capacity with a new 10" sewer water line from Dry Creek Road to Oak Grove Apartments along Grove Street.

Department:
Sewer Department

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

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	City Personnel	-	20,000	-	-	-	-	-	-	-
	Construction	-	1,450,000	-	1,200,000	-	-	-	-	1,200,000
	Construction Management	-	25,000	-	30,000	-	-	-	-	30,000
	Professional Services	-	55,000	35,000	20,000	-	-	-	-	55,000
		-	-	-	-	-	-	-	-	-
	Total	**$ -**	**$ 1,550,000**	**$ 35,000**	**$ 1,250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,285,000**
Funding Sources:	Fund 930 Sewer Impact Fees	-	1,200,000	35,000	1,260,000	-	-	-	-	1,295,000
	Fund 920 Water Impact Fees	-	350,000	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
	Total	**$ -**	**$ 1,550,000**	**$ 35,000**	**$ 1,260,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,295,000**

Project Name:
Relocate Force Mains to Aerial Bridge

Project Number:
PWS919

Project Description:
This project with relocate an exposed, pressurized sewer main from underneath Dry Creek to the Aerial Bridge over Dry Creek. This work is required to prevent a possible rupture of the exposed main.

Department:
Wastewater Department (Fund 530)

General Plan Consistency:
Maintains regulator compliance and provides reliable utility services.

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14		FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	City Personnel	-	-	-		20,000	-	-	-	-	20,000
	Professional Services	-	45,000	45,000		10,000	-	-	-	-	55,000
	Construction	-	-	-		710,000	-	-	-	-	710,000
	Construction Management	-	-	-		60,000	-	-	-	-	60,000
		-	-	-		-	-	-	-	-	-
	Total	**$ -**	**$ 45,000**	**$ 45,000**		**$ 800,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 845,000**
Funding Sources:	Fund 530 Operating Reserves	-	45,000	45,000		800,000	-	-	-	-	845,000
		-	-	-			-	-	-	-	-
		-	-	-		-	-	-	-	-	-
		-	-	-		-	-	-	-	-	-
		-	-	-		-	-	-	-	-	-
	Total	**$ -**	**$ 45,000**	**$ 45,000**		**$ 800,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 845,000**

Project Name:
CHAP 5-Way Intersection and Infrastructure Improvements

Project Number:
PWT108

Project Description:
Design and construct utility upgrades and street improvements to support CHAP development. This project incorporates the Five-Way Improvements identified in last years CIP PWT108. It includes review of utility needs including undergrounding of overhead utilities and capacity analysis of existing wet utilities.

Department:
Electric, Public Works and Planning

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

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	City Personnel	10,145	50,000	-	-	-	-	-	-	10,145
	Professional Services	-	750,000	30,000	500,000	150,000	100,000	-	-	780,000
	Construction Management	-	200,000	-	-	-	-	-	-	-
	Construction	-	1,420,000	-	-	-	3,200,000	1,000,000	-	4,200,000
		-	-	-	-	-	-	-	-	-
	Total	**$ 10,145**	**$ 2,420,000**	**$ 30,000**	**$ 500,000**	**$ 150,000**	**$ 3,300,000**	**$ 1,000,000**	**$ -**	**$ 4,990,145**
Funding Sources:	Fund 510 Streets	-	50,000	-	-	-	-	-	-	-
	Fund 931 Drainage Impact Fees	-	50,000	-	-	-	-	-	-	-
	Fund 415 RDSA 2010 Bond Proceeds	-	2,270,000	30,000	500,000	150,000	3,300,000	1,000,000	-	4,980,000
	Fund 910 Street Impact Fees	-	50,000	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
	Total	**$ -**	**$ 2,420,000**	**$ 30,000**	**$ 500,000**	**$ 150,000**	**$ 3,300,000**	**$ 1,000,000**	**$ -**	**$ 4,980,000**

Project Name:
Healdsburg Avenue Bridge

Project Number:
PWT110

Project Description:
The Healdsburg Avenue Bridge is in need of significant repair due to age and physical condition. The City has selected rehabilitation and seismic retrofit as the project. Environmental and technical studies, as well as, seismic retrofit strategies are in the process of being completed. Environmental studies are expected to be completed in 2012 and construction begun in 2013. Pending confirmation from the oversight committee RDA funding will be used as the local match for federal HBP funds. The project will also extend water and sewer utilities across the river for future extension to the south area of town. This project is expected to be awarded in 2013 and completed in 2015.

Department:
Public Works

General Plan Consistency:
The City will work towards renovating or replacing the Russian River bridge with a sound structure that is aesthetically-pleasing and meets the needs of vehicle, pedestrian and bicycle traffic.

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	City Personnel	211,456	60,000	-	-	-	-	-	-	211,456
	Professional Services	2,729,247	1,000,000	600,000	200,000	-	-	-	-	3,529,247
	Construction	-	16,153,875	-	13,980,000	3,030,000	-	-	-	17,010,000
	Traffic Signal	-	527,285	-	-	530,000	-	-	-	530,000
	Utilities	-	500,000	-	500,000	-	-	-	-	500,000
	Total	**$ 2,940,703**	**$ 18,241,160**	**$ 600,000**	**$ 14,680,000**	**$ 3,560,000**	**$ -**	**$ -**	**$ -**	**$ 21,780,703**
Funding Sources:	Gas Tax	-	1,841	-	160,000	60,000	-	-	-	220,000
	Federal HBP	-	15,239,319	-	12,120,000	3,500,000	-	-	-	15,620,000
	Fund 415 RDSA 2010 Bond Proceeds	-	2,500,000	-	2,500,000	-	-	-	-	2,500,000
	Prop 1B LSSRP (seismic)	-	-	-	-	-	-	-	-	-
	Fund 920 Water Impact Fees	-	250,000	-	250,000	-	-	-	-	250,000
	Fund 930 Sewer Impact Fees	-	250,000	-	250,000	-	-	-	-	250,000
	Total	**$ -**	**$ 18,241,160**	**$ -**	**$ 15,030,000**	**$ 3,560,000**	**$ -**	**$ -**	**$ -**	**$ 18,840,000**

Project Name:
Foss Creek Pathway Segment 6

Project Number:
PWT908

Project Description:
This project covers Foss Creek Pathway from West Grant Street along railroad right of way and the City Detention Basin berm to Grove Street near the Carson Memorial Skate Park. It will provide a Class 1 paved pathway for pedestrian and bicycle use.

Department:
Public Works

General Plan Consistency:
The City shall develop a citywide system of safe and convenient designated bikeways that serves both experienced and casual bicyclists, and which maximizes bicycle use for commuting, recreation and local transportation.

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	City Personnel	63,885	76,126	-	-	-	-	-	-	63,885
	Professional Services	145,889	50,000	-	-	-	-	-	-	145,889
	Construction	-	2,007,500	-	1,700,000	-	-	-	-	1,700,000
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
	Total	**$ 209,774**	**$ 2,133,626**	**$ -**	**$ 1,700,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,909,774**
Funding Sources:	Fund 910 Street Impact Fees	-	182,553	-	190,000	-	-	-	-	190,000
	Federal (STP)	-	721,073	-	440,000	-	-	-	-	440,000
	Federal Earmark	-	1,230,000	-	1,070,000	-	-	-	-	1,070,000
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
	Total	**$ -**	**$ 2,133,626**	**$ -**	**$ 1,700,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name:
Cycle III Life Line Grant, HAWK Pedestrian Signal at Healdsburg High School

Project Number:
PWT915

Project Description:
This project will cover design and construction of new pedestrian crossing signal on Powell at the High School and ADA-compliant pedestrian ramps.

Department:
Public Works

General Plan Consistency:
The City will aggressively pursue state and federal funding to implement circulation improvements where consistent with adopted goals and policies.

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	City Personnel	-	25,000	25,000	-	-	-	-	-	25,000
	Professional Services	-	10,000	35,000	-	-	-	-	-	35,000
	Construction	-	220,000	-	195,000	-	-	-	-	195,000
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
	Total	**$ -**	**$ 255,000**	**$ 60,000**	**$ 195,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 255,000**
Funding Sources:	Cycle II Lifeline Grant	-	202,937	-	165,000	-	-	-	-	165,000
	Measure M Funds	-	52,063	-	30,000	-	-	-	-	30,000
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
	Total	**$ -**	**$ 255,000**	**$ -**	**$ 195,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Name:
Annual Reconstruction of Streets and Sidewalks

Project Number:
PWT916, PWT917

Project Description:
Reconstruction of streets and sidewalks within fiscal year. Typical work includes minor reconstruction to sections of roadways and sidewalks as identified by the Utility Maintenance Superintendent

Department:
Streets Department (Fund 510)

General Plan Consistency:
Maintains streets and sidewalks in good repair maintaining the quality of life for Healdsburg residents.

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	City Personnel	-	32,000	25,000	32,000	16,000	16,000	16,000	16,000	121,000
	Construction	-	160,000	150,000	320,000	160,000	160,000	160,000	160,000	1,110,000
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
	Total	**$ -**	**$ 192,000**	**$ 175,000**	**$ 352,000**	**$ 176,000**	**$ 176,000**	**$ 176,000**	**$ 176,000**	**$ 1,231,000**
Funding Sources:	Fund 530 Operating Reserves	-	32,000	25,000	32,000	176,000	176,000	176,000	176,000	761,000
	Measure V	-	160,000	150,000	600,000					750,000
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
	Total	**$ -**	**$ 192,000**	**$ 175,000**	**$ 632,000**	**$ 176,000**	**$ 176,000**	**$ 176,000**	**$ 176,000**	**$ 1,511,000**

Project Name:
Recycled Water Pipeline

Project Number:
PWRW02

Project Description:
Install an estimated 6,100 of pipeline and connect 5,000 of existing pipeline to convey tertiary treated recycled water. Upon completion this project will have the potential to serve up to 600 acres of agricultural land as well as supply recycled water for construction purposes. This project makes use of the aerial bridge and allows expansion of the City's Recycled Water Program.

Department:
Water Reclamation Department (Fund 530)

General Plan Consistency:
Fills regulatory compliance needs as well as conservation and sustainablity goals.

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	City Personnel	-	25,000	25,000	-	-	-	-	-	25,000
	Construction	-	650,000	500,000	150,000	-	-	-	-	650,000
	Construction Management	-	25,000	25,000	-	-	-	-	-	25,000
	Professional Services	-	50,000	40,000	10,000	-	-	-	-	50,000
		-	-	-	-	-	-	-	-	-
	Total	**$ -**	**$ 750,000**	**$ 590,000**	**$ 160,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 750,000**
Funding Sources:	Fund 530 Operating Reserves	-	750,000	600,000	150,000	-	-	-	-	750,000
		-		-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
	Total	**$ -**	**$ 750,000**	**$ 600,000**	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 750,000**

Project Name:
Airport ALP

Project Number:
AP1501

Project Description:
The review / update will cover terrestrial surveying of trees, and an airspace analysis with implementation plan, including on-airport building heights to meet ALP data requirements and resolve approach obstructions identified by the state. Safety area grades will be surveyed to determine if they meet gradient standards. Property boundaries will be verified in the field to facilitate future fence installation, as well as resolve vineyard encroachment on the eastside. An engineering assessment of practicality of a future Runway 31 run-up apron will be performed. An evaluation of exit taxiways and future eastside partial parallel taxiway will be made in light of the new FAA Airport Design AC 150/5300-13A. New noise contours for the Airport will be generated, with updated forecasts of operations, fleet mix, etc. A narrative report will be developed.

Department:
Community Services

General Plan Consistency:
The policies and capital improvement projects contained in the Airport Master Plan shall be pursued as funding allows. Improvements to the Airport shall be specific to the Airport and its functions and shall not result in the development that would compete with or otherwise diminish the importance of existing commercial areas within the City.

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	Project Administration	n/a								-
	Professional Services	n/a			118,000					118,000
	Construction	n/a								-
		n/a								-
		n/a								-
	Total	**$ -**	**$ -**	**$ -**	**$ 118,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 118,000**
Funding Sources:	Federal Funds	n/a			106,200					106,200
	570 Funds match	n/a			11,800					11,800
		n/a								-
		n/a								-
		n/a								-
	Total	**$ -**	**$ -**	**$ -**	**$ 118,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 118,000**

Project Name:
Airport Perimeter Fence Design (Eastside)

Project Number:
Assigned by ASD

Project Description:
Perimeter Security Design (Eastside). Design for completion of approximately 1,850 linear feet of security fencing on the eastside of the Airport property between the Airport and the adjacent vineyard property. No fence currently exists in this section of the Airport.

Department:
Community Services

General Plan Consistency:
The policies and capital improvement projects contained in the Airport Master Plan shall be pursued as funding allows. Improvements to the Airport shall be specific to the Airport and its functions and shall not result in the development that would compete with or otherwise diminish the importance of existing commercial areas within the City.

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14		FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	Project Administration	n/a									-
	Professional Services	n/a					45,000				45,000
	Construction	n/a									-
		n/a									-
		n/a									-
	Total	$ -	$ -	$ -		$ -	**$ 45,000**	$ -	$ -	$ -	**$ 45,000**
Funding Sources:	Federal Funds	n/a					40,500				40,500
	570 Funds match	n/a					4,500				4,500
		n/a									
		n/a									
		n/a									-
	Total	$ -	$ -	$ -		$ -	**$ 45,000**	$ -	$ -	$ -	**$ 45,000**

Project Name:
Airport Perimeter Fence Construction (Eastside)

Project Number:
Assigned by ASD

Project Description:
Perimeter Security Fence Construction (Eastside). Construction of 1,850 linear feet of security fencing along the eastside of the Airport property and the adjacent vineyard property.

Department:
Community Services

General Plan Consistency:
The policies and capital improvement projects contained in the Airport Master Plan shall be pursued as funding allows. Improvements to the Airport shall be specific to the Airport and its functions and shall not result in the development that would compete with or otherwise diminish the importance of existing commercial areas within the City.

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14		FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	Project Administration	n/a									-
	Professional Services	n/a									
	Construction	n/a						175,000			175,000
		n/a									-
		n/a									-
	Total	**$ -**	**$ -**	**$ -**		**$ -**	**$ -**	**$ 175,000**	**$ -**	**$ -**	**$ 175,000**
Funding Sources:	Federal Funds	n/a						157,500			157,500
	Fund 570 Match	n/a						17,500			17,500
		n/a									-
		n/a									-
		n/a									-
	Total	**$ -**	**$ -**	**$ -**		**$ -**	**$ -**	**$ 175,000**	**$ -**	**$ -**	**$ 175,000**

Project Name:
Runway Lighting Upgrade Rebid/Construction

Project Number:
Assigned by ASD

Project Description:
Due to the bid prices received and available budget, this work was not awarded in 2013. This grant request includes the repackaging, rebidding, and construction of this project to replace existing direct buried cable and stake mounted edge lights with cable in conduit and can mounted lights. The CatEx that was completed for AIP 08 was submitted and approved in 2012 and covered this work in the shoulder section of the runway.

Department:
Community Services

General Plan Consistency:
The policies and capital improvement projects contained in the Airport Master Plan shall be pursued as funding allows. Improvements to the Airport shall be specific to the Airport and its functions and shall not result in the development that would compete with or otherwise diminish the importance of existing commercial areas within the City.

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

	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	Project Administration	n/a								
	Professional Services	n/a								
	Construction	n/a						360,000		360,000
		n/a								-
		n/a								-
	Total	$ -	$ -	$ -	$ -	$ -	$ -	**$ 360,000**	$ -	**$ 360,000**
Funding Sources:	Federal Funds	n/a						324,000		324,000
	Fund 570 Match	n/a						36,000		36,000
		n/a								-
		n/a								
		n/a								-
	Total	$ -	$ -	$ -	$ -	$ -	$ -	**$ 360,000**	$ -	**$ 360,000**

Project Name:
Airport Pavement Rehabilitation Design

Project Number:
Assigned by ASD

Project Description:
Apron Pavement Rehabilitation Design. Design the rehabilitation of the asphalt pavement areas of both the Terminal Apron and the South Apron (approximately 15,200

Department:
Community Services

General Plan Consistency:
The policies and capital improvement projects contained in the Airport Master Plan shall be pursued as funding allows. Improvements to the Airport shall be specific to the Airport and its functions and shall not result in the development that would compete with or otherwise diminish the importance of existing commercial areas within the City.

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

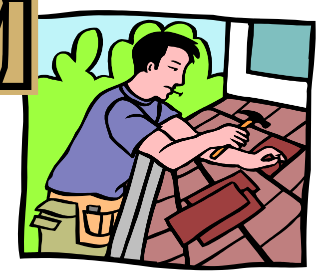
	Item	Activity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	Project Administration	n/a								-
	Professional Services	n/a							35,000	35,000
	Construction	n/a								-
		n/a								-
		n/a								-
	Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 35,000**	**$ 35,000**
Funding Sources:	Federal Funds	n/a							31,500	31,500
	Fund 570 Match	n/a							3,500	3,500
		n/a								-
		n/a								
		n/a								-
	Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 35,000**	**$ 35,000**

City of Healdsburg
Five Year Capital Improvement Program
Project Detail

Project Name:
Community Center HVAC and Roof Repair

Project Number:
CW1018

Project Description:
Design and construction of Heating, Ventilation and Air Conditioning Unit and installing a new roof at the Community Center and other miscellaneous improvements



Department:
Community Center

General Plan Consistency:

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

	Item	Activity	Budget	Est. Expend FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	Professional Services				50,000					50,000
	Construction				350,000					350,000
										-
			-							-
			-							-
	Total	**$ -**	**$ -**	**$ -**	**$ 400,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 400,000**
Funding Sources:	RDSA 2010 Bond Proceeds*				400,000					400,000
										-
										-
			-							-
			-							-
	Total	**$ -**	**$ -**		**$ 400,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 400,000**

Project Name:
Police Radio Replacement Fund

Project Number:
POL001

Project Description:
This project will establish a replacement fund for police radio equipment. Currently, the radio equipment is in excess of its servicable life (10 years), and no funds have been allocated for the future replacement of the equipment. When problems have arisen, costs have been paid out of the departmental tools/equipment budget. In FY 12/13 and 13/14, the police department has expended approximately $14,000 and $6,500 respectively for repairs. Additional repairs have been estimated by the City's contracted vendor to exceed $80,000 when the equipment fails. Without the establishment of an ongoing replacement fund, reserve funds would have to be used to cover the costs.

Department:
Police

General Plan Consistency:
The City will aggressively pursue state and federal funding to implement circulation improvements where consistent with adopted goals and policies.

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

	Item	Activiity thru 6/30/13	Budget FY 13-14	Est. Expend FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Total
Project Costs:	Radio Equipment Set Aside	-	-	-	10,000	10,000	10,000	10,000	10,000	50,000
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
		-	-	-	-	-	-	-		-
	Total	**$ -**	**$ -**	**$ -**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 50,000**
Funding Sources:	Measure V	-	-	-	10,000	10,000	10,000	10,000	10,000	50,000
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-
	Total	**$ -**	**$ -**	**$ -**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 50,000**

GLOSSARY OF FINANCIAL AND BUDGET TERMS

Adopted Budget
Appropriations adopted by the City Council.

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

Appropriation
An authorization made by the Council, which permits the City to incur obligations and to make expenditures of resources.

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.

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.

Bonds
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.

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.

Budget
A financial plan for a specified period of time that matches planned revenues and expenditures to municipal services, goals and objectives. The City of Healdsburg uses a financial plan covering a fiscal year, with actual budget appropriations made annually.

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.

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. Capital Project Funds include: Traffic Mitigation, Park Development and Drainage Mitigation Funds.

CEQA
California Environmental Quality Act – A state law mandating environmental review of most public and private projects.

CUPA
Certified Unified Program Agency – A state designation of a local agency certified to provide certain hazardous material management programs and enforce State laws with respect to same.

Certificates of Participation
Form of lease-purchasing financing used to construct or acquire capital facilities and equipment.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

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

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

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.

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.

DBD
Downtown Business District – A special district and subordinate City agency created under State's Downtown Parking and Improvement Law which provides shopping center type promotional programs on behalf of downtown business.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

EIR
Environmental Impact Report – A report pursuant to CEQA analyzing the environmental impacts of a project.

Encumbrances
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 Water Reclamation and Water operations as Enterprise Funds. (See Fund)

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.

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

GLOSSARY OF FINANCIAL AND BUDGET TERMS

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. For the enterprise funds, this term is used interchangeably with "working capital", a comparable (although not exact) financial position concept as fund balance. (See Working Capital)

GAAP
Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

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)

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.

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.

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

GLOSSARY OF FINANCIAL AND BUDGET TERMS

NCPA
Northern California Power Agency – 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.

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.

PERS
Public Employees Retirement System – 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 after review by the City Manager.

Rating
The credit worthiness of a City as evaluated by independent agencies.
REMIF
Redwood Empire Municipal Insurance Fund – 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.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

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.

Resolution
A special or temporary order of a legislative body: an order of a legislative body requiring less legal formality that 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).

Risk Management
All the ways and means used to avoid accidental loss or to reduce its consequences if it does occur.

RSA
Redevelopment Successor Agency of the City of Healdsburg – 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.

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.

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.

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.

Triple Flip
In March 2004, the voters passed Proposition 57 authorizing $15 billion in deficit financing bonds. Prop 57 includes a mechanism called the “Triple Flip”, which suspends ¼ cent of cities’ sales tax revenue and replaces the lost revenue on a dollar-for-dollar basis with a supplemental property tax payment. The State’s sales tax revenue is increased by ¼ cent to improve its cash flow requirement for repayment of the bond measure. This change took effect on July 1, 2004 and remains in effect until the bonds are repaid.

Working Capital
Also known as financial position in private sector accounting and in enterprise fund accounting in the public sector, working capital is the excess of current assets over current liabilities. For the enterprise funds, this term is used interchangeably with “fund balance”, a comparable (although not exact) financial position concept in the governmental fund types.

CITY OF HEALDSBURG

RESOLUTION NO. 87-2014

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG ADJUSTING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2014-15

WHEREAS, the voters of the State of California in November 1979 approved Proposition 4, commonly known as the Gann Initiative; and

WHEREAS, the Proposition created Article XIIIB of the California State Constitution placing limits on the amount of revenue which can be spent by all entities of government; and

WHEREAS, these limits require a municipality to determine an appropriations limit each year in accordance with a formula set forth by state law; and

WHEREAS, the appropriations limit established by this Resolution complies with the formula set by state law;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg does hereby adjust the City's provisional limit by the population (1.0066) and CPI (1.0043) factors for fiscal year 2014-15 to determine an appropriations limit of $24,025,023 for fiscal year 2014-15.

PASSED, APPROVED AND ADOPTED this 27th day of June 2014 by the following vote:

AYES:	Councilmembers:	(5)	Chambers, Jones, McCaffery, Plass and Mayor Wood
NOES:	Councilmembers:	(0)	None
ABSENT:	Councilmembers:	(0)	None
ABSTAINING:	Councilmembers:	(0)	None

SO ORDERED:

James D. Wood, Mayor

ATTEST:

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. 87-2014 adopted by the City Council of the City of Healdsburg on the 27th day of June, 2014.

THE CITY OF HEALDSBURG INCORPORATED FEBRUARY 20, 1867 SONOMA COUNTY CAL.

Maria Curiel, City Clerk

CITY OF HEALDSBURG

RESOLUTION NO. 88-2014

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG ADOPTING THE FISCAL YEAR 2014-2015 BUDGET AND CAPITAL IMPROVEMENT PROGRAM AND RESCINDING RESOLUTION NO. 76-2013

WHEREAS, on June 27, 2014 the City Manager and the Administrative Services Director presented the Proposed Budget for Fiscal Year 2014-2015, including estimated revenues and recommended appropriations for operations, special programs, capital improvements and reserves; and

WHEREAS, the City Council had previously held a duly noticed study sessions on May 23rd and May 28th, 2014 to review, and provided the opportunity for and received public comments, regarding the Proposed Budget; and

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

NOW, THEREFORE, the City Council of the City of Healdsburg hereby resolves that:

1. The Proposed Budget for Fiscal Year 2014-15, which includes the Capital Improvement Program, attached hereto as Exhibit A, is hereby approved and adopted effective July 1, 2014.

2. Resolution No. 76-2013 Establishing Authorized Positions is rescinded. The published adopted budget shall contain detailed information on the salary and benefits of the positions that make up the expenditures approved in the FY 2014-15 Budget.

3. The City Manager is authorized to make expenditures and enter into agreements conforming with this Budget and to make adjustments between various accounts within each budget department and fund, limited to the total amount budgeted for said department and/or fund.

4. The City Manager is directed to take all necessary and proper steps to implement this budget.

5. The City Manager shall 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 this 27th day of June 2014, by the following vote:

AYES: Councilmembers: (4) Chambers, Jones, McCaffery, Plass and Mayor Wood

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

SO ORDERED:

James D. Wood, Mayor

ATTEST:

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. 88-2014 adopted by the City Council of the City of Healdsburg on the 27th day of June, 2014.

Maria Curiel, City Clerk

THE CITY OF HEALDSBURG INCORPORATED FEBRUARY 20, 1867 SONOMA COUNTY CAL.