ADOPTED BIENNIAL BUDGET

FISCAL YEARS 2014-15 & 2015-16

CITY OF EL CERRITO

EMPLOYEES PENSION BOARD

PUBLIC FINANCING AUTHORITY

CITY COUNCIL

Mayor	**Janet Abelson**
Mayor Pro Tem	**Rebecca Benassini**
Councilmember	**Jan Bridges**
Councilmember	**Mark Friedman**
Councilmember	**Gregory B. Lyman**

CITY COUNCIL APPOINTEES

City Manager	**Scott Hanin**
City Attorney	**Sky Woodruff**

APPOINTED OFFICIALS

Assistant City Manager	**Karen Pinkos**
Chief of Police	**Sylvia Moir**
Fire Chief	**Lance Maples**
Acting Community Development Director	**Melanie Mintz**
Finance Director	**Lisa Malek-Zadeh**
Public Works Director	**Yvetteh Ortiz**
Recreation Director	**Chris Jones**
City Clerk	**Cheryl Morse**

THE CITY OF
EL CERRITO

OUR VISION

The City of El Cerrito is a safe, connected, and environmentally focused Bay Area destination with vibrant neighborhoods, businesses and public places, and diverse cultural, educational and recreational opportunities for people of all ages.

OUR MISSION

The City of El Cerrito serves, leads and supports our diverse community by providing exemplary and innovative services, public places and infrastructure, ensuring public safety, and creating an economically and environmentally sustainable future.

OUR VALUES

Our values drive behavior and support effective implementation of the mission, vision, and goals. The City's values include:

Ethics and Integrity

Fiscal Responsibility

Inclusiveness

Innovation and Creativity

Professional Excellence

Responsiveness

Transparency and Open Communication

CITY OF EL CERRITO
ADOPTED BIENNIAL FY 2014-15 & 2015-16 BUDGET
TABLE OF CONTENTS

City Manager's Transmittal Letter 7
Budget Guide 16
Section 1: Budget Overview **21**
El Cerrito Profile 21
Organizational Overview 22
Strategic Plan 23
Budget Process 26
Section 2: Financial Overview **31**
Citywide Revenues 31
Citywide Expenditures 35
Fund Balance 39
General Fund Overview 40
Major Operating Funds 47
Financial Forecasts 48
Other Funds 57
Section 3: City Management **59**
City Management Overview 59
City Management Budget Summary 60
City Council 61
City Council Budget Summary 61
City Attorney 62
City Attorney Budget Summary 62
City Manager 63
City Clerk 65
Human Resources Division 67
Information Systems Division 69
Section 4: Community Development Department **71**
Department Overview 71
Community Development Department Budget Summary 75
Planning and Building Division 78
Community Sustainability Division 81
Section 5: Finance Department **85**
Department Overview 85
Finance Department Budget Summary 88
Section 6: Fire Department **91**
Department Overview 91
Fire Department Budget Summary 98
Section 7: Police Department **101**
Department Overview 101
Police Department Budget Summary 106
Police Administrative & Support Services Division 108
Police Field Operations Division 109
Police Special Operations / Investigations Division 110
Section 8: Public Works Department **111**
Department Overview 111
Public Works Department Budget Summary 115
Engineering Division 118
Operations and Environmental Services Division 122
Section 9: Recreation Department **127**
Department Overview 127
Recreation Department Budget Summary 131
Recreation Administration 133
Youth & Adult/Community Services Divisions 133
Childcare Administration Division 137
Aquatics Division 140
Senior Services Division 143
Citywide Custodial Division 146
Section 10: Successor Agency **147**
Introduction 147

Successor Agency Finances 148
Obligations 149
Administrative Budget 152
Section 11: Other Entities 155
Employees' Pension Fund 155
Public Financing Authority 156
Section 12: Capital Improvements 159
The Capital Planning Process 159
Capital Improvement Summary 160
Tables and Project Information Sheets 160
Section 13: Long-Term Debt 201
Revenue Bonds 201
Capital Lease Obligations 203
Section 14: Appendices and Statistics 207
Appendix 1 Glossary of Budget Terms 209
Appendix 2 Demographic Profile 215
Appendix 3 Employee Benefit Schedule 218
Appendix 4 Financial Policies 219
Summary of Significant Accounting and Financial Policies 219
Appendix 5 Boards and Commissions 231
Appendix 6 Department Line Item Budgets 235
Appendix 7 City Council Resolutions 315

CITY MANAGER'S TRANSMITTAL LETTER

June 9, 2014

Honorable Mayor and Council Members:

I am privileged to present the Adopted Fiscal Year 2014-15 and Fiscal Year 2015-16 Biennial Budget for the City of El Cerrito. This document describes our financial position as well as the program of services and activities the City provides to its residents and businesses. In this document, for the first time since 2004, we endeavor to look forward two fiscal years as opposed to one.

Last year in this same transmittal letter, I asked that we focus on our accomplishments and the City's positive future and not to dwell on our challenges and risks. This year, while the City's future potential has never been stronger, the current fiscal year has provided for more budgetary challenges than anticipated. Even though some parts of the Bay Area are beginning to recover from the Great Recession, El Cerrito has not yet recovered financially and is struggling to not only maintain our quality and breadth of services, but to improve those services, as we always strive to do.

In preparing this letter, I reviewed budget letters from prior years, and was struck by the fiscal year 2007 budget letter, just eight years ago. In that letter I included such highlights as:

Fiscal Year 2007 Highlights

- *Significantly increased police officer staffing (6.5)*
- *Expanded Public Works Department staffing (5) with an emphasis on capital projects and engineering*
- *A significant investment in City infrastructure and facilities by the General Fund and the Redevelopment Agency*
- *Development of our new City Hall*
- *The General Fund will continue to support the City's Landscape and Lighting Assessment District (LLAD). In Fiscal Year 2006-07, we anticipate that amount to be approximately $384,000*
- *Property tax continues to increase significantly both in the residential and commercial areas due to greatly increased property values*
- *The Redevelopment Agency is on very sound financial footing as the tax increment in the redevelopment area continues to increase significantly….bond proceeds will be used to reinvest in the infrastructure along San Pablo Avenue, assist businesses with building improvements and technical assistance, fund a new senior center and much of a new library*
- *There will be a projected unreserved General Fund balance of $3.68 million or 15.5% of the General Fund expenditures which continues to exceed that policy*

Financially, many things have changed since that time and impacts to the activities listed in 2007 have been substantial. The Police Department has struggled to maintain its staffing levels and we are planning for at least three vacant officer positions. Four Public Works positions are now vacant or eliminated. The General Fund is no longer contributing to capital improvements or backfilling Landscape and Lighting Assessment District (LLAD) activities. Property taxes have decreased in the past few years with a significant number of homes being reassessed downward. Our Redevelopment Agency, which was instrumental in financing the San Pablo Avenue improvements, the Cerrito Theater

and both the Resources for Community Development and Eden Affordable Housing projects, was dissolved by the State to help address California's budget deficit. For these reasons, El Cerrito continues to need local control over local funds, for local needs.

As has been reported to the City Council, it is anticipated that our undesignated General Fund balance will decrease to about 5% in fiscal year 2013-14. Unfortunately, use of reserves became necessary when revenues did not materialize as had been projected in fiscal years 2012-13 and 2013-14. In the future, that trend must be reversed. Additionally, for the past five years, the City has relied heavily on vacancies to balance the budget and next year will be no exception; in some areas vacancies will increase further, including the Human Resources Manager and Economic Development Program Manager positions.

In spite of these painful changes, each year the City aggressively seeks out opportunities to further our Mission and implement the Vision as described in our Strategic Plan. Over the past few years, City staff has worked diligently to maintain our exemplary services by relying on Special Funds and competitive grants to continually reinvest in our City. However, in this fiscal year, our budget challenges have in fact started to impact the services we deliver. In the sections that follow, the accomplishments, challenges and objectives for the future will be discussed in an attempt to provide the framework for the next two years.

As has been discussed in the recent past, El Cerrito is a City in transition. While respecting our history, we must continue to look to the future and build on recent success. By following the framework established in the City's Strategic Plan – a Plan that lays out the Mission, Vision, Values and Strategies for the City over the coming years. That Plan provides the foundation for this budget and is discussed and incorporated throughout the document. The Plan describes:

OUR VISION

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- Fiscal Responsibility
- Inclusiveness
- Innovation and Creativity
- Professional Excellence
- Responsiveness
- Transparency and Open Communication

SELECTED ACCOMPLISHMENTS

During the last fiscal year and years prior, much has been accomplished and is detailed throughout this document. Some of our recent major accomplishments by Strategic Plan Goal Area are:

Deliver Exemplary Government Services

- Continued the process of moving more services online to increase productivity internally and flexibility for our customers
- Managed to largely keep up with continued technology changes with flat resources and a limited technology budget
- For the first time, held four neighborhood budget meetings to solicit input from the community on our fiscal priorities
- Expanded our social media presence through our new website, Twitter, Facebook, Nixle and other regular electronic outreach and launched "Open El Cerrito" with Peak Democracy
- Received 11 "Best of" Contra Costa County Awards from Parents' Press Magazine including, Best Arts Camps, Best Child Care, Best Circus & Sports Camps, Best Fair/Festival – City of El Cerrito/worldOne Fourth of July Festival, Best General Summer Camps, Best Gymnastics, Best Preschool – Casa Cerrito Preschool, Best Science Summer Camp, Best Spring Break Camp, Best Swim Classes and Best Winter Break Camp

Achieve Long Term Financial Sustainability

- Secured outside funding for several City projects, including: $3,468,547 One Bay Area Grant (OBAG) to complete Ohlone Greenway and Pedestrian Safety Improvements adjacent to both BART stations; $100,000 Safe Routes to Transit grant to further San Pablo Avenue Complete Streets effort, $302,500 for a del Norte Precise Plan and $251,525 for acquisition of the Hillside Natural Area
- Summer Camp registrations and revenue increased by over 10%
- Achieved $40,000 in savings to General Fund by bringing citywide custodial duties in house to the Recreation Department

Deepen a Sense of Place and Community Identity

- Broadened our hiring and volunteerism through our EC Stars High School Internship Program, expanded Police Explorer Program, held 2nd Police Citizens Academy and identified eight new Volunteers in Police Service recruits
- Facilitated opening of Off the Grid weekly food truck event
- Negotiated loan terms, facilitated financing and celebrated groundbreaking for Ohlone Gardens affordable housing project
- Updated Library needs assessment
- Installed 12 wind sculptures along San Pablo Avenue
- Completed and released Draft Specific Plan (Form Based Code, Complete Streets) and Draft Environmental Impact Report

Develop & Rehabilitate Public Facilities as Community Focal Points

- Upgraded the irrigation system at Cerrito Vista park using City staff and in partnership with El Cerrito Youth Baseball, rebuilt three baseball infields

- Implemented a Tree Maintenance Agreement that reduced per tree costs by half while pruning twice as many trees
- Initiated construction of the Ohlone Greenway Natural Area and Rain Garden Project

Ensure the Public's Health & Safety

- Reduced overall part one crimes through the use of data, flexible deployments and continued crime analysis in spite of recruitment and retention challenges
- Received Homeland Security grants for a new fire ladder truck, new Automatic Cardiac Compression Devices and rescue equipment in the amount of just over $1 million.
- Added a 2nd K-9 and handler to expand our Police capabilities
- Implemented five transportation/streets related projects to help improve vehicle, bicycle and pedestrian safety throughout the community.

Foster Environmental Sustainability Citywide

- Installed energy efficient water heaters at the swim center
- Installed solar panels on many city buildings to reduce energy costs
- Began development of Urban Greening Plan and Active Transportation Plan

OVERALL CHALLENGES

Because El Cerrito has not yet recovered financially from the Great Recession, a number of challenges exist as we look towards the next two years, including:

- Managing the continued increases in technology demands including the desire for more online services, network and email security, hardware and software changes, changes in technology and increased training needs with no increase in technology staffing or budget
- The current number of vacancies Citywide makes it difficult to focus on continuous quality improvements, data-driven analysis, succession planning, continuing education and other staff-driven improvements while maintaining current service levels
- Recruitment and retention of excellent staff with no increase in budgets and flat or decreasing compensation in an increasingly improving market
- Managing significant increases in pension costs
- Identifying funds to maintain our aging facilities, parks, open space, playgrounds and playfields
- Identifying resources to successfully advance affordable housing and economic development goals, post-Redevelopment funding
- Attracting aging baby boomers to outdated, low functioning senior center
- Successfully partner with the private sector and other agencies to do business and invest in the City

Key Objectives

In spite of our financial challenges, City staff looks to the Strategic Plan to prioritize the projects, programs and services to allocate our limited resources according to the goals in the Plan. As a result, there are a number of exciting things staff hopes to accomplish in the next two years in addition to our core functions, including:

- Identification of a site for a new library
- Bringing the San Pablo Avenue Specific Plan, Urban Greening Plan, Active Transportation Plan and associated products through to adoption and successful implementation
- Development and passage of an extension and possible increase to the City's general sales tax (Measure R)
- Significantly increase online capabilities for customers
- Increase efficiency and competitiveness in contract services
- Successful implementation of the November General Election
- Continue and expand the City's disaster preparedness training
- Implement relatively small storm drain improvement projects and begin implementation of an update of the Storm Drain Master Plan
- Continue to seek and win grants which further implement the Mission and Vision of the City
- Leverage funding and begin a General Plan update
- Develop recreation Marketing Plan to provide more focused outreach to expand programs and increase revenue potential

Adopted Biennial Budget FY 2014-15 and FY 2015-16 Overview

The Fiscal Year 2014-15 and 2015-16 Adopted Biennial Budget provides funding for all City services and more, including police, fire, recreation, community development, public works, building, planning, environmental and city management services. Although the City's primary operating fund, the General Fund, is in balance, there is not much of a working margin. Further, the budget does not yet identify specific actions to increase the City's reserves. Once again, a number of worthy projects, policies and programs have not been included due to a lack of funds. The continued reliance on vacancies is taking a toll on our ability to achieve the goals of the Strategic Plan. This is felt most directly in Public Works, Police, Economic Development and Code Enforcement – all areas that directly impact the health and safety of our residents.

Entering FY 2014-15, we will add Human Resources Manager, Economic Development Program Manager and Accounts Receivable clerk to the list of vacancies. While we will backfill portions of these positions with consultants or part-time staff, these vacant positions will shift responsibilities to existing staff, hindering our ability to deliver the level of service that has come to be expected. At the time of submittal of this budget, active negotiations are underway with all of the City's employee groups to seek or require concessions to reduce overall staff-related expenses. Certain assumptions related to the outcome of these negotiations are included in the adopted budget. Where possible, these numbers will be refined prior to adoption of a final budget and in some cases after budget adoption.

Similar to the FY 2013-14, our special funds are also at their limits and in some cases, running a temporary shortfall. These funds, which could be used more for specific purposes, are now used primarily to backfill services that the General Fund cannot support. However, a plan to balance these

funds in FY 2015-16 has been implemented and it is our hope that these funds will once again focus on their core objectives in the future.

The chart below provides an overview of the citywide revenues for next fiscal year:

City of El Cerrito Operating Revenues

Revenue Category	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Taxes					
Property Taxes	$8,396,623	$5,467,008	$6,322,213	$6,442,256	$6,636,620
Sales Taxes	6,560,971	6,251,355	6,093,750	6,003,000	6,319,960
Utility User Tax	3,163,978	3,066,580	3,605,000	3,677,100	3,750,642
Local Parcel Taxes	1,908,237	1,908,470	1,908,000	1,908,000	1,908,000
Franchise Taxes	1,020,930	1,065,858	1,177,000	1,393,175	1,434,970
Business License Tax	691,948	660,931	750,000	770,495	785,905
Other Taxes	592,386	681,582	702,015	807,728	829,725
Total Taxes	**$22,335,073**	**$19,101,784**	**$20,557,978**	**$21,001,754**	**$21,665,822**
Licenses & Permits	$518,276	$516,703	$606,000	$531,000	$593,000
Fines and Forfeitures	215,336	288,781	306,500	341,500	341,500
Use of Money and Property	494,979	473,706	451,682	485,943	495,272
Intergovernmental Revenues	7,958,811	10,187,663	14,190,858	8,442,405	8,094,330
Charges for Services	6,274,008	6,842,104	6,839,538	6,819,370	7,163,061
Other Revenues	1,751,600	512,435	266,431	891,231	479,567
Total Revenues before Transfers	**$39,548,083**	**$37,923,176**	**$43,218,987**	**$38,513,203**	**$38,832,552**
Interfund Transfers	$11,271,935	$9,517,061	$5,486,390	$2,852,533	$2,815,683
Total	**$50,820,018**	**$47,440,236**	**$48,705,377**	**$41,365,736**	**$41,648,235**

Staff is projecting an overall decrease in General Fund revenues next fiscal year with somewhat of a rebound in the following year. In terms of our Special Funds, many onetime revenues, largely associated with Capital Projects, Grants, Affordable Housing and other restricted funds will decrease significantly. However, staff largely views many of these revenue sources as cyclical since new grants have been identified and others are likely. In some cases, revenues have been adjusted to better reflect the mission of the fund in which it was generated and the use of special restricted funds to balance other funds has been lessened.

City of El Cerrito Operating Expenses

Department	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
City Management	$2,685,267	$2,822,685	$2,762,692	$2,646,502	$2,622,912
Finance	4,333,064	5,737,757	3,466,881	2,773,386	2,849,109
Police	10,106,417	10,546,965	10,519,445	10,690,226	11,292,173
Fire	10,708,768	11,037,456	9,350,128	8,270,229	8,563,769
Public Works	5,311,382	5,284,964	4,484,688	4,600,229	4,655,934
Community Development	2,983,548	2,673,464	6,178,746	1,964,298	1,946,516
Recreation	4,168,183	4,143,703	4,175,483	4,185,592	4,328,846
Capital Outlay	1,709,469	2,945,720	6,868,896	3,719,262	2,818,079
Total Before Transfers	$42,006,098	$45,192,714	$47,806,959	$38,849,724	$39,077,338
Transfers	$10,229,261	$5,405,261	$5,486,390	$2,852,533	$2,815,683
Total Expenditures	**$52,235,359**	**$50,597,975**	**$53,293,349**	**$41,702,257**	**$41,893,021**

All services remain substantially intact and continue to be provided at levels higher than in most other cities, however, we anticipate the ability to take on additional programs or projects will be hindered next fiscal year. In order to develop the adopted budget, staff has focused on our core services and

only those things consistent with the Strategic Plan. Key assumptions drive the adopted budget including but not limited to the following:

- No reductions to current filled staff positions
- Fifteen vacancies will remain, five more than the current fiscal year
- An increase of four percent by non-public safety management and unrepresented professional staff in contributions to their pension costs
- Approximately $600,000 of economic development-related grant funds (from a prior grant from the Municipal Services Corporation) are no longer available
- The overall salary savings from vacancies equals approximately $1.9 million
- Salary savings of approximately $530,000 in Police based on current staffing levels; three vacant sworn positions will be re-evaluated at mid-year and allowed to be filled should additional revenues be identified through a ballot initiative
- The Fire Department, while fully staffed operationally with three recent hires, will rely on overtime rather than fill the three authorized "coverage" positions, similar to recent years (results in approximate $150,000 in savings)
- Capital projects funded outside of the General Fund will progress as planned but once again, no General Fund contributions are included for capital (except a small reimbursement for Recreation software), or facility improvements
- Contract help in certain areas, including economic development and human resources will continue or increase until revenues stabilize at a sustainable level
- $50,000 for professional services and public information costs associated with a possible ballot initiative in November are included
- No use of unrestricted General Fund reserves

This budget attempts to maintain current levels of police and fire services, including neighborhood patrols, crime prevention programs, and rapid 9-1-1 response times, as well as our quality of life services, in accordance with community desires.

An overview of the General Fund, including fund balances, is presented below:

General Fund Summary	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Amended	FY 2013-14 Projected	FY 2014-15 Adopted	FY 2015-16 Adopted
Beginning Restricted Fund Balance	$598,957	$0	$1,059,976	$1,059,976		
Beginning Unassigned Fund Balance	$2,608,745	$2,909,552	$1,281,566	$1,281,566	$1,479,380	$1,568,773
Total Revenues	**$29,366,108**	**$28,479,079**	**$28,809,734**	**$29,054,141**	**$29,341,458**	**$30,304,024**
Total Expenses	**$28,947,137**	**$28,453,592**	**$28,929,497**	**$28,860,545**	**$29,252,065**	**$30,396,301**
Personnel	$22,728,201	$23,649,427	$23,836,894	$22,180,815	$24,151,835	$25,161,615
Salary Savings	($28,480)	($1,467,048)	($1,467,048)	($22,858)	($1,532,693)	($1,608,952)
Non-Personnel	$6,247,416	$6,271,213	$6,559,651	$6,702,589	$6,632,923	$6,843,638
Annual Balance/Shortfall	**$418,970**	**$25,487**	**($119,763)**	**$193,596**	**$89,393**	**($92,277)**
Transfer Out Grant			$598,957	$598,957		
Transfer Out - Solar CIP	$1,134,584		$456,801	$456,801		
Total Transfer out of Restricted Funds	**$1,134,584**	**$0**	**$1,055,758**	**$1,055,758**	**$0**	**$0**
Ending Fund Balance/Deficit	**$2,492,088**	**$2,935,039**	**$1,166,021**	**$1,479,380**	**$1,568,773**	**$1,476,496**
Unassigned Ending Fund Balance/Deficit	**$2,492,088**	**$2,935,039**	**$1,166,021**	**$1,479,380**	**$1,568,773**	**$1,476,496**
Ending Unassigned Reserve Percent	**8.6%**	**10.3%**	**4.0%**	**5.1%**	**5.4%**	**4.9%**

At this point, staff is projecting reserves to increase slightly to 5.4%, or about half of the minimum amount desired under the City's reserve policy, and could dip in FY 2015-16 if additional revenues or decreased expenses are not identified. Although relatively common, temporary borrowing to manage cash flow will once again be necessary. For FY 2015-16, many assumptions could not yet be firmed up as they rely heavily on the ultimate result of ongoing negotiations. In that same year, personnel assumptions were similar to FY 2014-15 with no vacancies filled. Other expenses would remain flat where we are able to control them.

Although the process of looking both to the future and inside of the organization identified numerous priorities and areas for additional funding, most were not addressed in this budget due to limited resources. A few of the items considered but not funded include:

- Implementation of a restricted reserve fund, primarily for one-time needs and not utilized for cash flow
- A larger increase in general fund reserves but that could be achieved based on successful contract negotiations or additional balancing measures
- Development of a capital facilities reinvestment fund to identify funds for the repair and replacement of our aging facilities
- An update of our cost allocation model and fee study
- Some additional financial support for our playfields and playgrounds

Personnel

At the time of this letter, negotiations are underway with all of the City's bargaining units in an effort to seek their financial support in developing a balanced budget. Certain assumptions about the outcome of those discussions are built into these projections. Should these discussions result in differing outcomes, the budget may need to be adjusted accordingly which could impact personnel and services.

Our employees are the key to the success of the City. In spite of the economic turmoil of the last few years, the reduced reserves and the growing vacancies, the City has not eliminated any filled positions or dramatically reduced services. However, many familiar faces have moved on over the past few years through retirement or other employment. In most cases, positions that become vacant have not been refilled. In other areas, such as police officer and building official, hiring will still occur. Having said that, it is becoming difficult across most departments to maintain the level of service our residents and businesses have come to expect. Many of our facilities cannot provide the accommodations and tools our residents and employees deserve.

An overview of our projected staffing for FY 2014-15 is shown in the following table:

Department	Approved	Actual	Vacant
City Council	5	5	0
City Management	9	8	1
Finance Department	6	5	1
Community Development	13.5	12.5	1
Fire	37	33	4
Police	56.4	52.4	4
Public Works	22.8	20.8	3
Recreation	23	22	1
Total	**172.7**	**158.7**	**15**

In order to balance the budget this year, 15 previously approved positions will remain vacant in FY 2014-15 (9%). In FY 2008-09, the Council authorized just over 178 positions; an approximately 16% reduction in actual staffing in five years. Unfortunately, without significant changes in revenues, staffing is proposed to remain the same in FY 2015-16.

RESERVES

Although the General Fund budget is balanced, reserves are still well below desired levels. Both the staff and the City Council set a goal to minimally increase reserves to 6% next fiscal year. In order to do that, an additional $175,000 in expense reductions will be necessary. Some of this amount could come from the ongoing labor negotiations, staffing reductions, further service reductions or increased revenues which staff currently has not identified. Staff will work with Council during June to identify additional alternatives to increase reserves or reduce expenses if requested. Should Measure R be reauthorized and increased, new revenues collected during the fiscal year 2015 could increase reserves by 1-1.5 percent.

MEASURE R EXTENSION

In July, the City Council will consider placing an extension of Measure R on the November 2014 ballot to continue to address the City's critical needs. Measure R currently generates nearly $1.5 million annually. Extending Measure R funding at the one-cent sales tax rate will help the City maintain or improve current levels of fire and police services, including neighborhood patrol, crime prevention, and rapid 9-1-1 response. These funds could also be used to restore and maintain our parks, playfields and open space as well as ensure funding for our after school programs which are critical in providing students and teens with the resources they need to succeed. These funds would continue to require independent citizen oversight, mandatory financial audits, and yearly updates to the community to continue to ensure that all voter-approved funds are spent as promised. Once again, El Cerrito needs local control over local funds, for local needs. Extending existing, voter-approved funding at the one cent sales tax rate will continue to address these needs, while keeping all funds local and ensuring that no funds can be taken by Sacramento.

* * * * *

I would like to thank all of the senior staff for their hard work, diligence and high standards in their contributions to the budget document. In particular, I would like to thank Karen Pinkos, the Assistant City Manager, Lisa Malek-Zadeh, the City's Finance Director, Geoffrey Thomas, the City's Finance Manager, Lori Trevino, Senior Financial Analyst, and each of our Department Directors, for their work in developing and continuously improving the document over the past few years to achieve this award-winning status for the City. Most importantly, I would like to thank all of the City employees who continually evolve and innovate in order to maintain the programs and service levels our residents and businesses desire and the residents and businesses of El Cerrito who continue to support and show faith in our efforts.

Again, on behalf of all the staff, I present a budget that will continue to serve our City well.

Respectfully,

Scott Hanin
City Manager

BUDGET GUIDE

The City of El Cerrito's Fiscal Years 2014-15 & 2015-16 Biennial Budget presents accurately and clearly the City's projection of revenues and expenditures for the next two fiscal years. It describes in detail the various components of the City, each of its departments and divisions, and the City's separate legal entities: the Employee Pension Board and the El Cerrito Public Financing Authority. The budget also describes the City's mission, vision, and values, outlines overall goals and strategies developed through the 2013-2018 Strategic Plan, and indicates how resources are allocated to fulfill these objectives.

The budget is the City's fundamental policy document and communicates the expenditures legally appropriated by the City Council for the fiscal year. The budget document is intended to help the City Council, residents, businesses, and other interested parties understand the overall responsibilities and goals of the City and to enable the departments to present financial plans and workload data. In addition to its role as a policy document, the budget also serves as a financial plan, an operations guide and a communications tool.

Each year staff aims to improve the budget document in a significant way. This year's budget will be the first biennial budget to be presented since FY 2003-04. Additionally, the budget document expands upon the alignment of programs, services and resources to the City's Strategic Plan goals.

CSMFO Award

City staff is very proud to include in this Budget Overview Section a copy of the award for Excellence in Operational Budgeting from the California Society of Municipal Finance Officers (CSMFO) for the FY 2013-14 operating budget. This is the City's ninth consecutive year of receipt of this award.

GFOA Award

The City of El Cerrito was honored with its fourth consecutive Government Finance Officers Association of USA/Canada (GFOA) Distinguished Budget Presentation award. Staff is extremely proud to continue to receive this award that reflects a nationally recognized standard for budget documents prepared by local agencies. This award represents a culmination of efforts to continuously improve the budget document.

Reporting Entity

Throughout this budget document, reference is made to the City. As appropriate, such references should be inferred to include activity and financial contributions of each of the three separate entities covered under this budget: City of El Cerrito, El Cerrito Employees' Pension Board, and the El Cerrito Public Finance Authority.

The El Cerrito Municipal Services Corporation (MSC) is a non-profit corporation whose purpose is to support the City in expanding economic opportunities and eliminating blight, as well as assisting and implementing programs and activities that will lessen neighborhood tensions and combat community deterioration. While it is a component unit of the City for reporting purposes, and is therefore included in the City's Comprehensive Annual Financial Reports, the MSC's FY 2014-15 budget is approved separately by its Board of Directors and is therefore not included in this document.

Budget Structure

City Manager's Transmittal Letter: The City Manager's letter is intended to provide an executive summary of the City's priorities, major projects, general philosophy, and discussion on the Citywide financial outlook and budget.

Budget Overview: The Budget Overview section presents information on the structure and policies of the City and detail of the budget on a Citywide basis.

Financial Overview: This section provides summary financial information regarding projected revenues, expenditures, fund balances and reserves as well as transfers between funds. The section reviews detailed assumptions in the General Fund, the City's main operating fund, including historical data, a discussion of current programs and activities, future concerns and strategies as well as the Ten-Year Plan. The section also includes the summary analysis of all other major operating funds, forecasts, details of all inter-fund transfers, and information describing significant changes compared to the prior year's budget.

Department Operating Budgets: The departmental operating budget sections describe historical and adopted expenditures by department and division as well as descriptions of core responsibilities, Strategic Plan Alignment, service indicators, and accomplishments. Budget summaries are provided for each department in their corresponding section; line-item detail budgets by division are located in the appendices. The City is organized into seven operating departments: City Management, Community Development, Finance, Fire, Police, Public Works, and Recreation.

Successor Agency: Per AB1x 26 the El Cerrito Redevelopment Agency (RDA) was dissolved as of February 1, 2012 and a Successor Agency was created to wind down the former RDA's affairs. Historical budget and actual data for the former RDA is shown in this section. The Successor Agency has no budget authority, therefore no budget data is presented in this document.

Other Entities: This section outlines the adopted revenues and expenditures for the City's other legal entities: the Employees Pension Fund and the Public Financing Authority.

Capital Improvement Program: The Capital Improvement Program (CIP) section details the adopted capital projects for Fiscal Years 2012-13 through 2021-22. It includes a description of those capital projects previously funded and other Capital Improvement Needs that are presented as a non-prioritized listing of those proposed projects or programs for which no funding has been currently identified.

Long Term Debt: The City has various long-term commitments for payments that range from accumulated benefits due to employees to debt obligations to be repaid from various revenue sources. These obligations are discussed in this section and supported with the FY 2011-12 audit information.

Appendices, Statistics and Line-Item Budget Detail: The final section of this document contains a glossary of budget terms, a demographic profile and various statistics intended to assist the reader in achieving a greater understanding of El Cerrito as a community. This section also holds the financial policies referred to throughout the document. Additionally, this section also houses the detailed line-item tables for each department and division of the City.

California Society of
Municipal Finance Officers

Certificate of Award

Operating Budget Excellence Award
Fiscal Year 2014

Presented to the

City of El Cerrito

For meeting the criteria established to achieve the Operating Budget Excellence Award.

February 11, 2014

Pauline Marx
CSMFO President

Ken Brown, Chair
Professional Standards and Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

In FY 2013-14 the City's Operating Budget was prepared using the criteria published by the California Society of Municipal Finance Officers (CSMFO) required to receive their award for Excellence in Operating Budgeting. This was done in an effort to continue to improve the clarity and content of the budget document, as well as provide the City Council and the public with financial peer review in order to assure them that the substance and accuracy of the document meets their high standards. This is the ninth year in a row that the City has received this award.

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of El Cerrito

California

For the Fiscal Year Beginning

July 1, 2013

Executive Director

This is the fourth year the City has won the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA). The GFOA established the Distinguished Budget Presentation Awards Program in 1984 to encourage and assist state and local governments to prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting and then to recognize individual governments that succeed in achieving that goal. This award represents many years of refinements and clarification of the budget document and represents a commitment to presenting a complete and concise report of the City's overall mission and financial plan.

THE CITY OF
EL CERRITO

SECTION 1:
BUDGET OVERVIEW

The City of El Cerrito serves, leads, and supports our diverse community by providing exemplary and innovative services, public places and infrastructure, ensuring public safety and creating an economically and environmentally sustainable future.

EL CERRITO PROFILE

The City of El Cerrito is a general law city that was incorporated in 1917. El Cerrito is located in western Contra Costa County and forms part of the highly urbanized area along the eastern shore of San Francisco Bay. El Cerrito has a population of 24,087 and covers an area of 3.9 square miles. It is a community of highly educated residents due primarily to the proximity to UC Berkeley and the San Francisco Bay Area high-tech economy. It is known for its temperate climate and breathtaking views of San Francisco Bay and the Golden Gate Bridge from the hillside areas.

Interstate Highway 80 passes near the western boundary of the community, while the crest of the Berkeley Hills and Wildcat Canyon Regional Park define the eastern boundary. The community is served by AC Transit and the Bay Area Rapid Transit (BART) system, with stations near both the northern (El Cerrito Del Norte station) and southern (El Cerrito Plaza station) boundaries of the city. In addition, several transit agencies including Golden Gate Transit, Fairfield-Suisun Transit, Vallejo Transit, and WestCAT also serve the El Cerrito Del Norte BART station. The combination of services from these agencies provides excellent public transportation to the entire Bay Area.

The City is organized as a Council-Manager form of local municipal government. The City Council consists of five members elected at large for four-year, overlapping terms. The Council selects the Mayor for a one-year term from among its members. The Mayor and City Council provide community leadership, develop policies to guide the City in delivering services and achieving community goals, and encourage citizen understanding and involvement. The Council Members also serve as the governing body of the El Cerrito Employees' Pension Board (PB), and the El Cerrito Public Financing Authority (PFA).

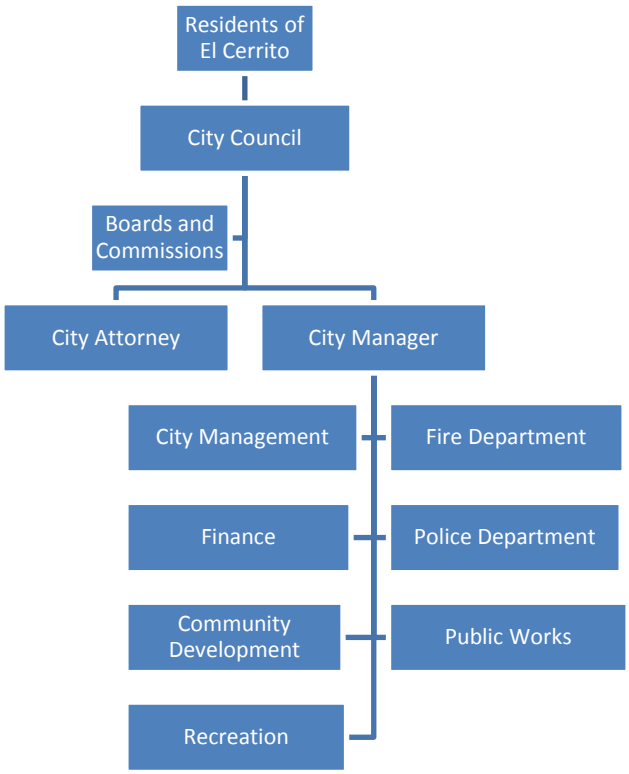
The City Manager is appointed by the City Council and is responsible for administration of municipal affairs. All municipal departments operate under the supervision of the City Manager. Through the City Manager, City staff uses the resources appropriated by the Council in the budget to achieve desired service results in the community and carries out the policies of the Council. The City Council also appoints the City Attorney to advise them and City staff on legal affairs, to see that all laws are effectively enforced and, when necessary, to defend the City in litigation.

The City provides police and fire services as well as recreation, streets and roads, recycling, economic development, public improvements, building, planning and zoning, and general administrative services. Residents are provided water by East Bay Municipal Utility District and sewer services through Stege Sanitary District. Garbage collection service is provided by East Bay Sanitary, and both Comcast and AT&T provide video, internet and telecommunication services.

ORGANIZATIONAL OVERVIEW

Chart 1-1 provides a graphical overview of the structure of City Government:

Chart 1-1
El Cerrito City Government Organization Chart



Overall Position Listing

Table 1-1 shows the authorized Citywide position listing for permanent positions. The listing reflects interdepartmental transfers. The listing does not include hourly or non-permanent part-time positions.

Table 1-1
Citywide Position Listing

	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
City Council	5.00	5.00	5.00	5.00	5.00
City Management	9.80	9.80	9.00	9.00	9.00
Finance Department	6.00	6.00	6.00	6.00	6.00
Community Development*	15.00	15.00	13.50	13.50	13.50
Police Department	56.55	56.55	56.40	56.40	56.40
Fire Department	37.00	37.00	37.00	37.00	37.00
Public Works Department	23.25	23.25	23.80	22.80	22.80
Recreation Department	24.00	24.00	23.00	23.00	23.00
Total	**176.6**	**176.6**	**173.7**	**172.7**	**172.7**

*Formerly Environmental and Development Services

STRATEGIC PLAN

Successful organizations need to have a clear vision of where they are going and how they intend to achieve their mission. The City's vision was crafted by the community during the City of El Cerrito 2013-2017 Strategic Plan process. This Plan provides a framework for linking identified priorities to the budget process, capital improvement program, important policy considerations, economic development initiatives, and the organization's desire for continuous improvement.

OUR VISION

The City of El Cerrito is a safe, connected, and environmentally focused Bay Area destination with vibrant neighborhoods, businesses and public places, and diverse cultural, educational and recreational opportunities for people of all ages.

OUR MISSION

The City of El Cerrito serves, leads and supports our diverse community by providing exemplary and innovative services, public places and infrastructure, ensuring public safety, and creating an economically and environmentally sustainable future.

OUR VALUES

Our values drive behavior and support effective implementation of the mission, vision, and goals. The City's values include:

- Ethics and Integrity
- Fiscal Responsibility
- Inclusiveness
- Innovation and Creativity
- Professional Excellence
- Responsiveness
- Transparency and Open Communication

In 2012, the City kicked off the process to create the Strategic Plan. Approximately 500 citizens participated in focus group discussions, community workshops, study sessions and online surveys and forums. Together, participants offered ideas and comments about issues currently facing El Cerrito and hopes and desires for the City's future. The entire plan is available at www.el-cerrito.org. The Plan includes the City's vision, mission statement and values, six goals and over forty strategies to achieve the goals. The goals are:

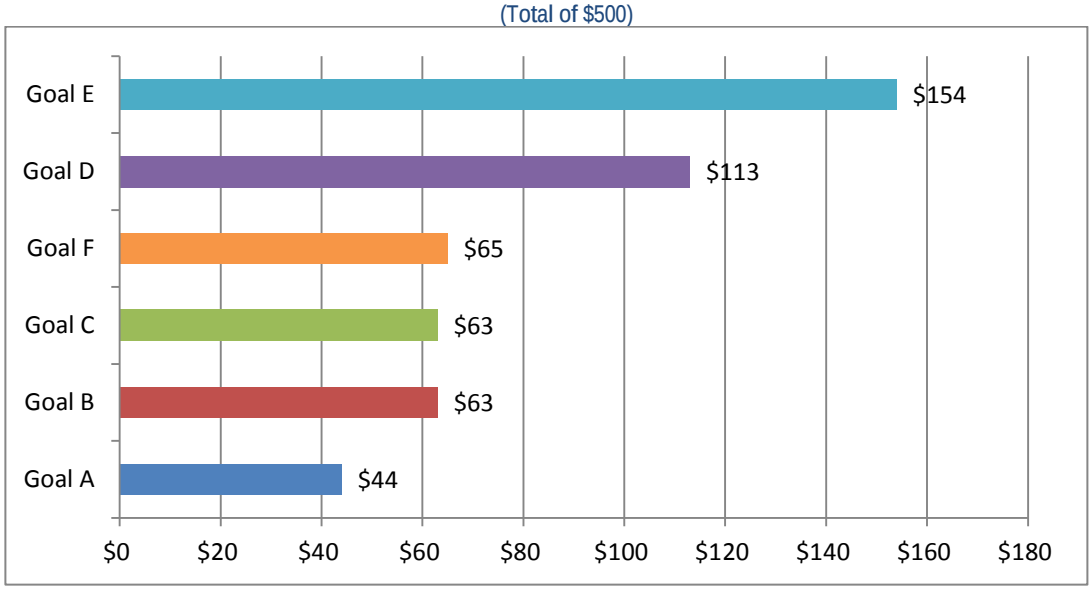
A. Deliver Exemplary Government Services
B. Achieve Long-term Financial Sustainability
C. Deepen a Sense of Place and Community Identity
D. Develop and Rehabilitate Public Facilities as Community Focal Points
E. Ensure the Public's Health and Safety
F. Foster Environmental Sustainability Citywide

Community Engagement

To build upon the momentum achieved in the Strategic Plan process, and to allow staff and the City Council to gather feedback on the financial challenges the City faces in the upcoming fiscal years, the City held Community Budget Meetings in March 2014. For the first time, these meetings were held in neighborhoods throughout the City and allowed residents and neighbors to learn about the budget and provide input on allocating resources according to the priorities outlined in the Strategic Plan. The meetings were well attended and residents provided thoughtful and valuable feedback for City staff to consider for this budget. Additionally, the City provided a new online forum called **Open El Cerrito** (www.el-cerrito.org/openelcerrito) that mirrored the presentation and activities from the community meetings and allowed people to participate if they were not able to attend the meeting in person.

Participants were invited to engage in an activity that put a "value" on the Strategic Plan goals for the City to focus on by spending a 'theoretical' $500. Participants could distribute the funds evenly to all of the choices or spend the money toward one area. The idea was that how participants allocated the $500 would show what programs and services were most important and to assist in prioritizing the City's limited resources. 77 $500 budgets were submitted in person and online, and **Chart 1-2** shows the average dollar amount allocated by participants to each Strategic Plan goal.

Chart 1-2
Average Dollar Amount per Strategic Plan Goal
(Total of $500)



The allocations, as well as the comments provided in person and online, reflect the goal of **Ensure the Public's Health and Safety** as the top priority. Comments reflected the desire to maintain the current level of public safety, police, fire, and emergency services, and understood the challenges that the City has faced in recent years, especially the economic downturn and the loss of Redevelopment and other State takeaways. Feedback also reflected the desire to **Develop and Rehabilitate Public Facilities as Community Focal Points**, and in particular residents noted the need for maintaining and improving infrastructure, parks, playfields, open space, and developing a new Library building.

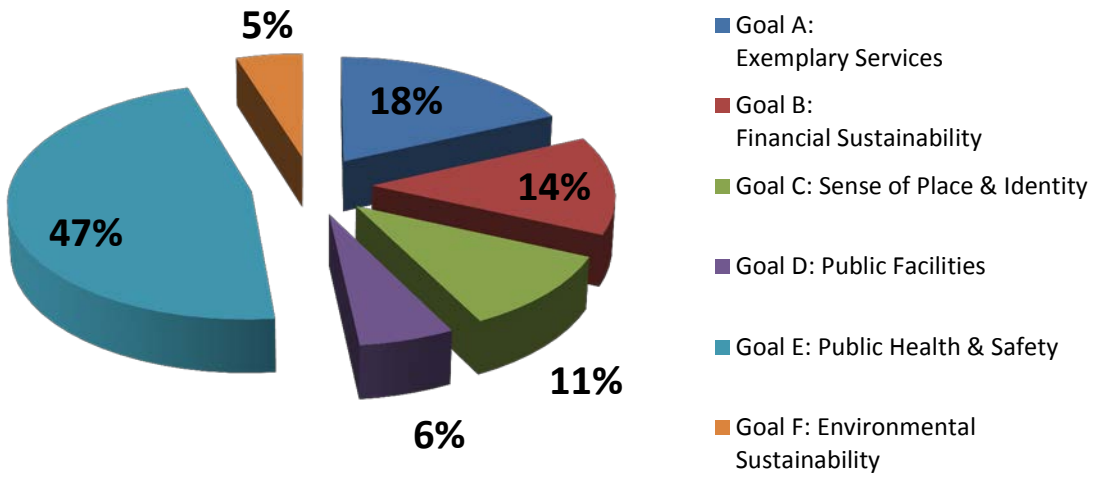
Budget Alignment

City staff used the goals outlined in the Strategic Plan as well as the data gained from the community meetings to inform the development of their departmental budgets for the next two fiscal years. In order to best determine the resources to allocate to the goals and strategies in the Plan, the departments submitted information tailored toward aligning programs and services to the Strategic Plan goals.

Each department evaluated their programs and services and analyzed related data to determine a baseline amount of resources to allocate to the goals of the Strategic Plan. The departments considered several data sets, including personnel necessary to provide the program or service, additional costs (such as consultants or contractors, supplies and equipment, and other purchased services), and whether the program or service is required by law or City policy. Departments were realistic about the objectives that could be achieved in the upcoming fiscal years, and set priorities to allocate resources accordingly.

Chart 1-3 depicts the percentages of the total departmental budget alignment of programs and services to each of the Strategic Plan goals. It shows that consistent with previous budgets, survey data, and the desires of the community, the highest priority has been placed on **Ensure the Public's Health and Safety**. The goal of **Deliver Exemplary Government Services** was given high priority as well, as many departments identified programs or services as directly related to strategies within this goal, such as ensuring City programs and services are inclusive of people of diverse backgrounds, utilizing data-driven analysis to allocate resources, and providing excellent customer service.

Chart 1-3
Departmental Budget Alignment
to Strategic Plan Goals (All Funds)



Further detail on the programs and services as aligned to the Strategic Plan goals and strategies are outlined in the department sections, beginning on page 59.

Additional information on the quality of services provided by the City is gauged through citizen surveys. The City conducted the National Citizen Survey in April 2012 to gauge citizens' satisfaction with the community and local government services. This was the City's fourth National Citizen Survey. The full report is posted, along with the results from previous surveys, on the City's website at www.el-cerrito.org.

BUDGET PROCESS

The annual budget is the City's service and financial plan for the fiscal year: a planning tool that matches the services desired by the community to the resources required in order to provide those services. The development, adoption, and implementation of the City budget compose a major decision-making process with several phases. This year, the budget process began with a series of community budget meetings in various neighborhoods throughout the City in March, as well as an online forum at www.el-cerrito.org/openelcerrito, in order to gather input and feedback on the budget. In April, the City Council held a budget study session to provide better direction to staff in preparing this document.

The City is presenting a biennial budget, which will encompass the next two fiscal years. A biennial budget provides a high emphasis on long-term planning and forecasting, gives more time than an annual budget to ensure the budget is being efficiently followed and properly funded, allows greater opportunity to focus on how well programs and services are working over time and complying with the Strategic Plan, and reduces resources associated with annual budgeting.

At the initial stage of the budget process, department heads and division managers propose to the City Manager those programs designed to provide essential services that meet the City Council's expression of community goals. Beginning this year, these proposals will cover FY 2014-15 and FY 2015-16. Staff also prepares estimates of available revenues for the same period. The City Manager and department directors balance the requested program expenditures with the anticipated resources, and develop a proposed budget and financial forecasts. The proposed document is reviewed by the Financial Advisory Board, and their recommendations and revisions are considered during the budget process.

After presentation of the staff-prepared, proposed budget, the City Council holds public meetings on the budget to review the staff recommendations and is anticipated to adopt the proposed document with whatever changes are required by the fiscal year end. The City's fiscal year is from July 1 through June 30. The City Council receives public testimony and reviews the service, expenditure, and revenue proposals contained in the proposed budget. After discussing and making amendments, if any, to the proposed budget, the City Council adopts the budget for the next fiscal year and establishes appropriations. The appropriations are the legal authority to spend money. Copies of the various resolutions adopting this budget are provided in the Appendix of the final adopted budget document. While the budget document incorporates two fiscal years, the City Council is required per the El Cerrito Municipal Code to adopt and appropriate an annual budget for each fiscal year. During the time period covered by this document, the City Council will do so prior to June 30, 2014 and June 30, 2015. The next proposed budget document will be prepared prior to FY 2015-16.

Table 1-2
Budget Calendar

DATE	DESCRIPTION
March, 2014	**Community Budget Meetings** • March 13: Harding School • March:15 Arlington Clubhouse • March 25: Senior Center • March 31: Canyon Trail Art Center
March 18, 2014	**City Council Meeting** • Mid-Year Budget Review
April, 2014	**Budget Kickoff** • Payroll budgets sent to Departments • New World System (NWS) baseline budget entered and ready for data entry (revenues and non-personnel expenses) by Departments • Word and Excel files ready for revision by Departments • Strategic Plan Alignment Worksheets to be completed by Departments
April 22, 2014	**City Council Meeting – Budget Study Session** • FY 2013-14 Update • Preview FY 2014-15 and future forecasts • Align Budget Goals with Strategic Plan • Discuss priorities, challenges, and potential balancing measures • Master Fee Schedule • First Reading on Measure A Parcel Tax Ordinance
May 1, 2014	**Department Budgets completed and reviewed with City Manager** • Revenue and Expenditures Changes • Personnel and vacant positions • Part Time and Overtime Requests • Capital Improvement Project Requests (if any) • Review completed Department Narratives • Alignment of goals and objectives with Strategic Plan
May 6, 2014	**City Council Meeting to consider:** • LLAD Resolution of Intent • Second Reading Measure A Parcel Tax Ordinance • Capital Improvement Program Study Session
May 20, 2014	**City Council Public Hearings** • LLAD Hearing & adoption of confirming resolution • Storm Drain Fees resolution
May 28, 2014	**Park and Recreation Commission Capital Improvement Program Study Session**
June 9, 2014	**City Council Meeting Proposed Budget Introduction and Study Session**
June 10, 2014	**Financial Advisory Board meeting-** • Discuss & provide comments on proposed budget
June 17, 24, and 30, 2014	**City Council Budget Hearings/Adoption** • Budgets and Budget Policies • Capital Improvement Program • Appropriations limit

Budget Authority Model

During each fiscal year, the adopted budget is implemented through the provision of City services and the City's daily fiscal operations. The budget provides legal spending limits and a planned allocation of resources, within which the City's managers are expected to provide services and make the best use of public resources. The City Council provides staff with the authority to raise and expend monies

within specific funds. The City Manager has the authority to shift resources within funds, but typically not across funds.

From time to time throughout the year, the City Council receives periodic progress reports on how well the actual service and financial experience are conforming to the adopted service and financial plan, as expressed in the budget. Under certain circumstances, the City Council may adjust the budgeted appropriations for reasons unforeseen at the time of the adoption of the original budget. Such amendments are made by Council resolutions.

Gann Limit

Proposition 4, known as the Gann Initiative, was approved by the voters in November, 1979. This measure requires that the City adopt an appropriations limitation each fiscal year. In June of 1990, the voters passed Proposition 111, which modified the previous appropriations limitation requirements of Proposition 4, as follows:

> *The total annual appropriations subject to limitation of the State and of each local government shall not exceed the appropriations limit of the entity of government for the prior year adjusted for the change in the cost of living and the change in population.*

Now chaptered in Article XIIIB of the California Constitution and Government Code §7900-7914, these two measures specify that the new limit be based on the prior year's appropriations limit, adjusted for cost of living and population. Each year, every city must select from two alternatives methods for each of these two adjustment factors, as follows:

> *Cost of Living*
>
> *California Constitution Article XIIIB §8(e)(2):*
>
> *"Change in the cost of living" for an entity of local government, other than a school district or a community college district, shall be either (A) the percentage change in California per capita personal income from the preceding year, or (B) the percentage change in the local assessment roll from the preceding year for the jurisdiction due to the addition of local nonresidential new construction.*
>
> *Population*
>
> *Government Code §7901(b):*
>
> *A city or special district may choose to use the change in population within its jurisdiction or within the county in which it is located.*
>
> *These factors are applied to the established FY 1986-87 appropriations limit, as adjusted annually to determine subsequent year limits. Therefore, each year's limit becomes the base for computing the succeeding year's limit.*
>
> *To assist with these computations, the California Department of Finance produces in May of each year the population changes of all cities and counties, as well as the Statewide change in per capita income. In 1991, the California State Board of Equalization asked all County Assessors to compute the annual change in nonresidential new construction. For Contra Costa County, the Auditor-Controller's Office provides cities with these figures.*

Analysis

For FY 2014-15 the respective State and County offices have provided the City with the following optional factors to be used in the Gann limit computation:

Cost of Living:

California Per Capita Personal Income = -0.23%

Population:

Population Change, City of El Cerrito = 0.59%

Population Change, County of Contra Costa = 0.98%

Using the California Per Capita Personal Income factor (-.23%) and the percentage of Population Change in County of Contra Costa (0.98%), the City's appropriations limit will grow from to $111,892,904 to $112,294,200.

Appropriations limits apply only to tax revenues, not to revenues such as fees that cover the costs of operations. For FY 2014-15, only $18,646,650 of the City's $30,473,601 projected General Fund and Street Improvement Fund revenues, net of operating transfers, are subject to the Gann limit. Therefore, the City will be $93,767,550 under the Gann limit.

Basis of Accounting and Budget

The City of El Cerrito manages its budget and accounting according to Generally Accepted Accounting Principles (GAAP). Revenues are recorded when they are received or accrued if they are both measurable and available in the current period. Expenditures are recorded using the "modified accrual" basis and are accrued or treated as expenditures in the year the funds were used. During the fiscal year, expenditures and revenues are carefully documented to ensure compliance with the adopted budget. After the close of the fiscal year, an independent, professional auditor performs an audit, and the City publishes Basic Financial Statements, which are included in the Comprehensive Annual Financial Report (CAFR). The CAFR documents the City's budgetary performance and the financial health of each fund, which offers managers and policy makers the opportunity to evaluate the City's financial condition and assess the degree to which the City's use of its resources has met the community's goals and policies. The insights gained from this evaluation then can be used in future financial planning and budget decisions.

THE CITY OF
EL CERRITO

SECTION 2: FINANCIAL OVERVIEW

FY 2014-15 and FY 2015-16 Financial Summaries

The following section provides additional details and discussion on the City's primary funding sources: the General Fund and many of the City's special operating funds. Each department has reviewed its budget and proposed how funds should be allocated, what new programs or activities should continue or begin, and what programs or activities should be changed. These changes are reflected in the financial summaries.

CITYWIDE REVENUES

City programs are supported by a variety of revenue sources. The process of projecting revenues in the various categories can be difficult, but is critical in developing an appropriate spending plan in the current year as well as planning for future years.

Table 2-1 provides a summary of the major revenue categories received by the City across all funds, including the General Fund. Adopted revenues over the next two fiscal years are projected to remain relatively flat. Projections represents an overall decline from prior years primarily due to one-time revenues received in previous years for specific purposes such as grants to purchase specialized equipment or other external funding sources for capital improvement projects such as the installation of solar panels on several City facilities.

Table 2-1
Citywide Revenues

Revenue Category	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Taxes					
Property Taxes	$8,396,623	$5,467,008	$6,322,213	$6,442,256	$6,636,620
Sales Taxes	6,560,971	6,251,355	6,093,750	6,003,000	6,319,960
Utility User Tax	3,163,978	3,066,580	3,605,000	3,677,100	3,750,642
Local Parcel Taxes	1,908,237	1,908,470	1,908,000	1,908,000	1,908,000
Franchise Taxes	1,020,930	1,065,858	1,177,000	1,393,175	1,434,970
Business License Tax	691,948	660,931	750,000	770,495	785,905
Other Taxes	592,386	681,582	702,015	807,728	829,725
Total Taxes	**$22,335,073**	**$19,101,784**	**$20,557,978**	**$21,001,754**	**$21,665,822**
Licenses & Permits	$518,276	$516,703	$606,000	$531,000	$593,000
Fines and Forfeitures	215,336	288,781	306,500	341,500	341,500
Use of Money and Property	494,979	473,706	451,682	485,943	495,272
Intergovernmental Revenues	7,958,811	10,187,663	14,190,858	8,442,405	8,094,330
Charges for Services	6,274,008	6,842,104	6,839,538	6,819,370	7,163,061
Other Revenues	1,751,600	512,435	266,431	891,231	479,567
Total Revenues before Transfers	**$39,548,083**	**$37,923,176**	**$43,218,987**	**$38,513,203**	**$38,832,552**
Interfund Transfers	$11,271,935	$9,517,061	$5,486,390	$2,852,533	$2,815,683
Total	**$50,820,018**	**$47,440,236**	**$48,705,377**	**$41,365,736**	**$41,648,235**

Taxes represent approximately $21 million of the City's total budget with about $17.5 million budgeted in the General Fund generated by property, sales, utility users tax and franchise fees. The remaining $3.5 million in tax revenues are budgeted special operating funds and are used to support maintenance and improvements in landscape, lighting, streets, the storm water system and the City's swim center. Tax revenues are projected to increase by $1.1 million in FY 2015-16 as a result of conservative increases in property and sales taxes. Some growth is also expected in other tax revenues.

Licenses and Permits revenues are generated by permits issued for improvements related to building, electrical, mechanical and plumbing. These revenues have fluctuated in the past, but have remained fairly consistent in the last few years. Some revenue growth is projected due to several large building projects anticipated by FY 2015-16.

Use of Money & Property is primarily related to rental of City facilities, mostly in the Recreation department. The use of rental facilities is expected to increase slightly in addition to an approved 4% fee increase in FY 2014-15.

Intergovernmental Revenues are revenues paid to the City by other agencies for providing services such as fire protection services for the Kensington Fire District and school resources officers at Portola Middle School and El Cerrito High. These also include in lieu fees by the state for various takeaways as well as different allocations for street maintenance, transportation and environmental programs. Many one-time allocations such as grants are also programmed in this revenue category and as such revenue can vary dramatically from year to year.

The last two fiscal years have included one-time allocations that have now been partially or completely spent and revenues are projected return to prior year levels with minimal increases in FY 2014-15 and FY 2015-16.

Charges for Services include fees for planning and inspections, weekly curbside collection of recyclables and fees for various recreation programs. A 4% increase was approved for some recreation and planning and inspection fees in FY 2014-15 and an 8% fee increase was approved for the integrated waste management fees for recycling.

Other Revenues include revenues from various sources including donations. As most of these revenues are not known in advance, actual revenues received can be different each year and it can be difficult to accurately project these revenues. The projected revenue in FY 2014-15 is slightly higher due to the anticipation of one-time revenue related to a capital improvement project.

Inter-fund Transfers reflects transfers planned between funds. These include the transfers from special funds to the General Fund for overhead charges, transfers from various funds for payments to be made from debt service funds, and one-time loans made between special funds in FY 2014-15 and FY 2015-16.

Charts 2-1 and 2-2 depict the projected percentage of Citywide revenues before transfers attributable to each category for FY 2014-15 and FY 2015-16, respectively (percentages may not total 100% due to rounding).

Chart 2-1
Citywide FY 2014-15 Revenues by Category

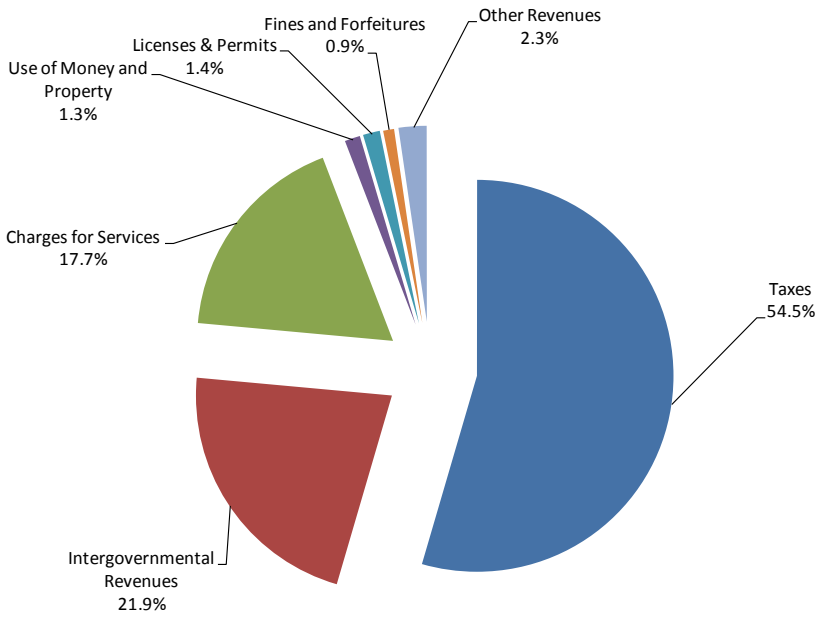


Chart 2-2
Citywide FY 2015-16 Revenues by Category

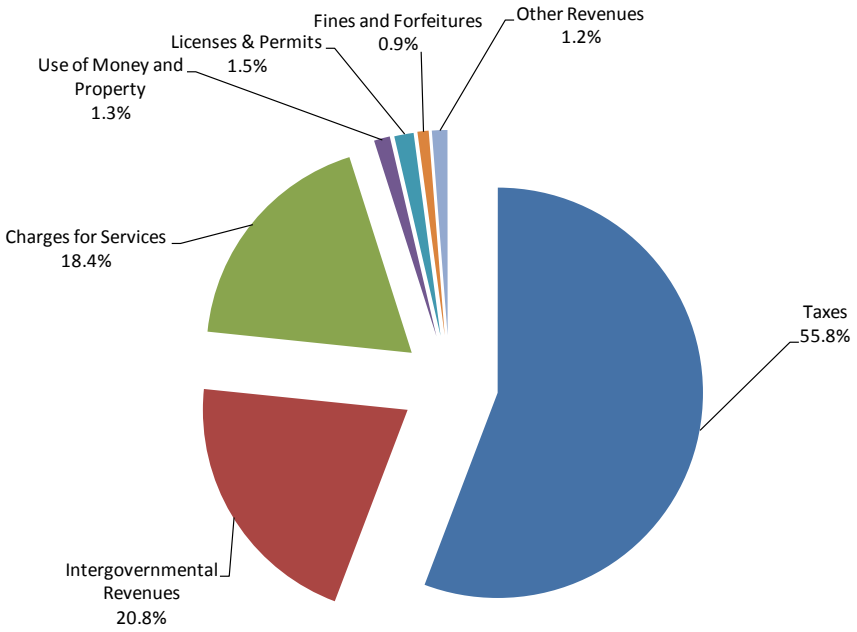


Table 2-2 presents the Citywide revenue summarized by Fund. It includes revenues for the past two fiscal years, the amended budget for FY 2013-14, and the adopted budgets for FY 2014-15 and FY 2015-16. Note that FY 2011-12 revenues appear overstated relative to subsequent years as it was the last year of tax revenues to the various funds of the former El Cerrito Redevelopment Agency. Any remaining funding is now reflected as revenue in the El Cerrito Redevelopment Agency Successor Agency's Redevelopment Obligation Retirement Fund (RORF), which is not a City fund subject to the City's budget authority, and therefore is not reflected on this table.

Table 2-2
Revenue Summary by Fund

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
General Fund	$29,298,213	$29,366,108	$28,809,734	$29,341,458	$30,304,024
Special Revenue Funds					
Street Improvements	1,607,920	1,170,832	2,517,000	2,033,000	1,431,000
Low & Moderate Income Housing	2,672,157				
City Low & Moderate Income Housing	306	1,149		75,284	250,000
City Housing Trust			2,860,000		
Gas Tax	949,256	1,137,288	1,150,336	605,712	617,826
National Pollution Discharge Elimination	356,515	419,202	454,625	372,000	315,000
Landscape and Lighting Assessment	1,165,763	1,311,289	1,316,000	859,000	781,000
Measure J Return to Source	430,370	494,038	519,615	406,052	414,173
Measure J Storm Drain	697,571	698,257	698,000	698,000	726,500
Measure A Parcel Tax	439,446	624,880	439,400	439,400	439,400
Federal, State and Local Grants	1,483,879	2,979,546	1,826,059	138,498	
C.O.P.S. Grant				100,000	100,000
Asset Seizure	32,564	26,647	2,000	2,000	2,000
Vehicle Abatement	47,307	26,125	21,000	21,000	21,000
Park in Lieu	21	10	50	10	50
Public Art	48,051	39	50	6,050	6,050
Paratransit				146,052	146,052
Total Special Revenue Funds	**$9,931,125**	**$8,889,300**	**$11,804,135**	**$5,902,058**	**$5,250,051**
Capital Projects Funds					
RDA Capital	$4,071,828				
Capital Improvements	1,735,759	2,874,698	3,617,046	2,008,233	1,790,813
Total Capital Projects Funds	**$5,807,586**	**$2,874,698**	**$3,617,046**	**$2,008,233**	**$1,790,813**
Debt Service Funds					
Storm Drain Debt Service	$1,543,350		$495,100		
RDA Debt Service	107,419				
RDA A&B Debt Service	325,692				
Financing Authority Measure A	365,090	2,850,575	359,158	369,574	368,139
Financing Authority Civic Center	597,399	597,412	596,408	597,768	598,246
Financing Authority Street Improvement	737,659	739,058	740,100	737,408	738,228
Total Debt Service Funds	**$3,676,609**	**$4,187,045**	**$2,190,766**	**$1,704,750**	**$1,704,613**
Internal Service Funds					
Vehicle/Equipment Replacement	$95,994	$128,169	$128,832	$128,533	$128,832
Enterprise Fund					
Integrated Waste Management	$1,868,721	$1,882,659	$2,042,364	$2,166,728	$2,355,926
Fiduciary Fund					
Employees' Pension Trust	$141,769	$112,257	$112,500	$113,976	$113,976
Total Funds	**$50,820,018**	**$47,440,236**	**$48,705,377**	**$41,365,736**	**$41,648,235**

CITYWIDE EXPENDITURES

The FY 2014-15 and FY 2015-16 Adopted Budget includes a reduction in recurring Citywide expenditures totaling approximately $4 million. These changes, affecting all funds in both years, are the result of changes in resource needs as well as proposed balancing measures that close the projected deficits for FY 2014-15 in the General Fund and in some of the special operating funds. Even with significant reductions and restructuring in the special funds, deficits in the General Fund, National Pollutant Discharge Elimination System (NPDES) and the Landscape and Lighting Assessment District (LLAD) are projected in FY 2015-16 and will require additional balancing measures if additional revenue is not identified.

Table 2-3 provides a summary of Citywide expenditures across the major expense categories. It includes expenditures for the past two fiscal years, the adopted and amended budget for FY 2013-14, and the adopted budgets for FY 2014-15 and FY 2015-16. Note that FY 2011-12 expenditures appear overstated relative to subsequent years as it was the last year of expenditures in the various funds of the former El Cerrito Redevelopment Agency. Expenditures by the El Cerrito Redevelopment Agency Successor Agency are reflected in the Redevelopment Obligation Retirement Fund (RORF), which is not a City fund subject to the City's budget authority, and therefore is not reflected on this table.

Table 2-3
Citywide Expenditures by Category

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel	$25,296,496	$25,430,585	$25,288,500	$25,475,967	$25,290,126	$26,324,445
Professional Services	3,003,635	3,429,087	2,802,725	3,480,386	2,734,300	2,719,300
Purchased Property Services	2,831,692	4,126,128	7,580,457	8,654,877	5,663,153	4,749,523
Other Services	1,237,193	1,439,634	1,519,458	1,519,458	1,434,658	1,465,498
Supplies	892,887	865,537	849,850	842,646	854,250	871,050
Property & Capital	1,218,871	2,124,614	313,500	1,349,481	264,300	342,800
Financing Costs	6,240,162	5,138,635	3,092,992	3,092,992	2,608,937	2,604,722
Other Financing Uses	11,514,424	8,043,755	4,359,990	8,877,542	2,852,533	2,815,683
Total	**$52,235,359**	**$50,597,975**	**$45,807,472**	**$53,293,349**	**$41,702,257**	**$41,893,021**

Personnel costs for FY 2014-15 remain relatively flat in spite of increases in benefit costs. The adopted personnel costs assume several assumptions, some of which are still subject to negotiations that are currently in progress. Assumptions include the following:

- Fifteen vacancies will remain vacant for the year, saving a total of $1.9 million.
- An increase by non-public safety management and unrepresented professional staff in their employee pension contributions from 4% to the full 8% employee share.
- Overall salary savings of approximately $539,000 in Police based on current staffing levels and the need to maintain vacancies to balance the budget. The three sworn positions will be re-evaluated at mid-year and allowed to be filled should additional revenues be identified through a ballot initiative.
- The Fire Department, while fully staffed operationally with three recent hires, will rely on overtime rather than fill the three authorized "coverage" positions, similar to recent years (results in approximate $150,000 in savings).

Personnel costs in FY 2015-16 increase by approximately $1 million, the result of growth in the cost of medical benefits and PERS pension benefits.

Professional Services decrease with the exception of contractual annual increases and the addition of $50,000 for public information costs associated with a possible ballot initiative in November.

Purchased Property Services, which includes contract services for maintenance and construction, decrease by approximately $2 million in FY 2014-15, the majority related to the completion of several capital projects. Capital projects being undertaken outside of the General Fund will progress as planned, but as in the previous fiscal year, no General Fund contributions are included for facility improvements or capital, except a small reimbursement for Recreation software. In addition, to construction services contracts, landscape and other maintenance services have been reduced to align expenses with the available revenue.

Other Services decrease in FY 2014-15 and FY 2015-16, as the costs for insurance and utilities decline.

Supplies, which is used to account for costs such as fuel, uniforms, and other operating supplies, assumes minimal changes in FY 2014-15 and FY 2015-16.

Property & Capital expenses will return to the FY 2013-14 Adopted budget levels. There were increases in previous year due to one-time grants used to purchase specialized equipment in the Fire and Police departments.

Financing Costs are reduced in FY 2014-15 and going forward due to the payoff of the storm drain bonds in FY 2013-14.

Other Financing Uses includes transfers made between funds. This amount has been reduced in FY 2014-15 and FY 2015-16 due to the elimination of several transfers that occurred in the past between Public Works special revenue funds. Expenses that had been previously funded through inter-fund transfers are now being budgeted in and charged directly to the appropriate fund.

Table 2-3 displays the allocation of expenditures by departments over the last two fiscal years, current fiscal year and the Adopted FY 2014-15 and FY 2015-16 budgets, and shows that expenditures have considerably decreased.

Table 2-3
Citywide Department Expenditures and Transfers

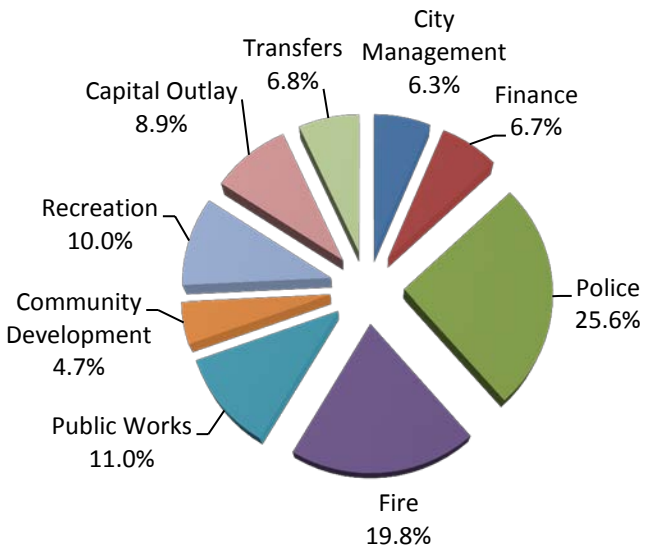
Department	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
City Management	$2,685,267	$2,822,685	$2,762,692	$2,646,502	$2,622,912
Finance	4,333,064	5,737,757	3,466,881	2,773,386	2,849,109
Police	10,106,417	10,546,965	10,519,445	10,690,226	11,292,173
Fire	10,708,768	11,037,456	9,350,128	8,270,229	8,563,769
Public Works	5,311,382	5,284,964	4,484,688	4,600,229	4,655,934
Community Development	2,983,548	2,673,464	6,178,746	1,964,298	1,946,516
Recreation	4,168,183	4,143,703	4,175,483	4,185,592	4,328,846
Capital Outlay	1,709,469	2,945,720	6,868,896	3,719,262	2,818,079
Total Before Transfers	$42,006,098	$45,192,714	$47,806,959	$38,849,724	$39,077,338
Transfers	$10,229,261	$5,405,261	$5,486,390	$2,852,533	$2,815,683
Total Expenditures	**$52,235,359**	**$50,597,975**	**$53,293,349**	**$41,702,257**	**$41,893,021**

Table 2-4
Expenditure Summary by Fund

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
General Fund	$32,524,916	$30,319,042	$29,985,255	$29,252,065	$30,396,301
Special Revenue Funds					
Street Improvements	$1,180,708	$1,322,527	$3,026,284	$1,929,454	$1,310,219
Low & Moderate Income Housing	4,432,142				
City Low & Moderate Income Housing	-5,411,570	995,342	671,990	111,538	147,072
City Housing Trust			2,860,000		
Gas Tax	960,014	1,137,186	1,253,937	540,792	593,483
National Pollution Discharge Elimination	402,333	414,807	454,725	390,934	424,063
Landscape and Lighting Assessment	1,185,858	1,311,295	1,314,327	901,542	899,610
Measure J Return to Source	434,702	493,245	518,741	407,178	413,637
Measure J Storm Drain	739,426	536,722	951,402	556,710	742,369
Measure A Parcel Tax	414,544	413,178	624,970	686,436	534,951
Federal, State and Local Grants	3,032,462	3,449,924	1,938,387	173,498	12,000
C.O.P.S. Grant				100,000	100,000
Asset Seizure	36,220		12,377		
Vehicle Abatement	59,276	38,844	11,000	11,000	11,000
Paratransit				127,316	129,075
Total Special Revenue Funds	**$7,466,115**	**$10,113,071**	**$13,638,140**	**$5,936,398**	**$5,317,479**
Capital Projects Funds					
RDA Capital	$2,762,120				
Capital Improvements	1,488,907	2,790,087	4,994,701	2,188,601	1,830,551
Total Capital Projects Funds	**$4,251,026**	**$2,790,087**	**$4,994,701**	**$2,188,601**	**$1,830,551**
Debt Service Funds					
Storm Drain Debt Service	$1,545,418	$520,686	$521,530		
RDA Debt Service	803,190				
RDA A&B Debt Service	1,137,546				
Financing Authority Measure A	367,453	3,009,062	365,308	369,574	368,089
Financing Authority Civic Center	599,988	600,088	596,308	597,768	598,246
Financing Authority Street Improvement	738,733	740,158	736,780	737,408	738,228
Total Debt Service Funds	**$5,192,326**	**$4,869,993**	**$2,219,926**	**$1,704,750**	**$1,704,563**
Internal Service Funds					
Vehicle/Equipment Replacement	$681,672	$287,453	$168,532	$128,533	$168,532
Enterprise Fund					
Integrated Waste Management	$1,977,534	$2,106,072	$2,174,295	$2,377,934	$2,361,619
Fiduciary Fund					
Employees' Pension Trust	$141,769	$112,257	$112,500	$113,976	$113,976
Total Funds	**$52,235,359**	**$50,597,975**	**$53,293,349**	**$41,702,257**	**$41,893,021**

Chart 2-4 depicts the expenditures by department as a percentage of total expenditures (percentages may not total 100% due to rounding).

Chart 2-4
Citywide Expenditures by Department



Inter-Fund Transfers

Table 2-5 shows transactions between all funds and the purpose for the City's $2.8 million inter-fund transfers. This schedule details the amount of transfers, the funds that are exchanging funds and the purpose for the transfer. Transfers are used to place appropriate revenues in the fund where the expense will be incurred. The cost recovery/overhead charges transfers have been adjusted for inflation at a rate of 4% over the previous year's transfer and then reallocated between special funds. The debt service, pension funding, and subsidy amounts are set by various agreements.

Table 2-5
Transfers Summary

Fund Making Transfer	Fund Receiving Transfer	Purpose	FY 2014-15 Transfer	FY 2015-16 Transfer
Gas Tax	General Fund	Cost Recovery	$94,778	$97,621
NPDES	General Fund	Cost Recovery	$68,866	$70,932
LLAD	General Fund	Cost Recovery	$150,445	$154,958
Measure J-Return to Source	General Fund	Cost Recovery	$58,931	$60,699
Storm Drain	General Fund	Cost Recovery	$70,120	$72,224
Paratransit	General Fund	Cost Recovery	$31,486	$32,430
Integrated Waste Mgmt	General Fund	Cost Recovery	$336,648	$346,747
Integrated Waste Mgmt	LLAD	Advance to Fund	$78,000	$0
LLAD	Integrated Waste Mgmt	Repayment of Advance	$0	$39,000
Storm Drain	NPDES	Advance to Fund	$57,000	$0
NPDES	Storm Drain	Repayment of Advance	$0	$28,500
Gas Tax	CIP	Project Funding	$0	$41,500
Integrated Waste Mgmt	Public Art	Project Funding	$6,000	$6,000
Grants	General Fund	Project Funding	$35,000	$0
General Fund	Pension	Pension Funding	$113,976	$113,976
Measure A	General Fund	Solar Lease Debt Service	$50,912	$50,912
Integrated Waste Mgmt	General Fund	Solar Lease Debt Service	$3,671	$3,671
General Fund	Financing Authority-City Hall	City Hall Debt Service	$593,768	$594,246
Street Improvement	Financing Authority-Streets	Streets Debt Service	$733,408	$734,228
Measure A	Financing Authority-Swim	Measure A Debt Service	$369,524	$368,039
Total			**$2,852,533**	**$2,815,683**

FUND BALANCE

Table 2-6 summarizes the projected year-end balances by Fund and the effect of the FY 2014-15 Adopted Budgets on the year end balances by June 30, 2015. Estimating the year-end fund balance provides the amount available for appropriation at the start of the new fiscal year. It is the City's goal to fund ongoing operations with ongoing revenue. In general, fund balance should only be used for one-time expenditures when the annual costs exceed the revenue generated in a given fiscal year.

Projected ending fund balances for FY 2014-15 declines by $337,000 across all funds. While the total of all balances decline, mainly the result of one-time use, most of the City's primary operating funds are projected to remain unchanged indicating annual expenditures are aligned with annual revenue.

Table 2-6
Projected Fund Balance

Description	Projected at June 30, 2014	Revenues	Expenditures	Operating Transfers In	Operating Transfers Out	Net Change	Est. Balance at June 30, 2015
General Fund Balance	**$1,568,773**	**$28,440,601**	**$28,544,321**	**$900,857**	**$707,744**	**$89,393**	**$1,658,166**
Gas Tax Fund	($58,100)	$605,712	$446,014		$94,778	$64,920	$6,820
NPDES	19,209	315,000	322,068	57,000	68,866	(18,934)	275
Landscape and Lighting	42,687	781,000	751,097	78,000	150,445	(42,542)	145
Measure J Return to Source	70,561	406,052	348,247		58,931	(1,126)	69,435
Measure A Parcel Tax	456,254	439,400	266,000		420,436	(247,036)	209,218
Asset Seizure	154,747	2,000				2,000	156,747
Vehicle Abatement	184,537	21,000	11,000			10,000	194,537
Park In Lieu Fund	12,010	10				10	12,020
Street Improvement Fund	33,238	2,033,000	1,196,046		733,408	103,546	136,784
Art in Public Places	48,129	50		6,000		6,050	54,179
Paratransit	19,370	146,052	95,830		31,486	18,736	38,106
Federal, State and Local Grants	35,380	138,498	138,498		35,000	(35,000)	380
C.O.P.S. Grant	149,369	100,000	100,000				149,369
City Housing Trust							
City LMI Housing	25,286	75,284	111,538			(36,254)	(10,968)
Subtotal Special Revenue Funds	**$1,192,679**	**$5,063,058**	**$3,786,338**	**$141,000**	**$1,593,350**	**($175,630)**	**$1,017,049**
Capital Improvements	($616,700)	$2,008,233	$2,188,601			($180,368)	($797,068)
Measure J Storm Drain	(91,298)	698,000	429,590		127,120	141,290	49,992
Subtotal Capital Funds	**($707,998)**	**$2,706,233**	**$2,618,191**		**$127,120**	**($39,078)**	**($747,076)**
Finance Authority- Measure A	$209,436	$50	$369,574	$369,524			$209,436
Financing Authority-City Hall	598,054	4,000	597,768	593,768			598,054
Financing Authority-Street Imp	740,112	4,000	737,408	733,408			740,112
Subtotal Debt Service Funds	**$1,547,602**	**$8,050**	**$1,704,750**	**$1,696,700**			**$1,547,602**
Integrated Waste Management	$329,031	$2,166,728	$1,953,615		$424,319	($211,206)	$117,825
Vehicle/Equipment Replacement	36,860	128,533	128,533				36,860
Subtotal Enterprise Funds	**$365,891**	**$2,295,261**	**$2,082,148**		**$424,319**	**($211,206)**	**$154,685**
Employees' Pension Trust Fund			$113,976	$113,976			
Subtotal Fiduciary Funds			**$113,976**	**$113,976**			
Total All Funds	**$3,966,946**	**$38,513,203**	**$38,849,724**	**$2,852,533**	**$2,852,533**	**($336,521)**	**$3,630,425**

GENERAL FUND OVERVIEW

The General Fund is the City's primary operating fund and represents approximately 71% of the total Citywide budget. The General Fund supports critical services such as public safety, community development, recreation and general city management. In addition to these services, due to the unrestricted nature of the fund, services not supported by special funds must be paid by the General Fund.

The City's ability to maintain City services relies heavily on tax revenue with property and sales taxes representing the largest percentage and both have slowed during the economic downturn. Like most cities, El Cerrito has struggled to balance increasing expenses due in large part to health and pension costs with sluggish revenues that have not kept pace with the increase in expenditures. In addition, some revenues have been permanently lost as in the case of redevelopment. Staff estimates that about a $1 million annually has been lost as a result of redevelopment dissolution. Faced with rising costs, the loss of significant ongoing revenue and diminished reserves, the General Fund faced potential deficits in both fiscal years 2014-15 and 2015-16, approximately $2 million between both fiscal years.

Table 2-7 provides a summary of the General Fund forecast that shows a balanced budget in FY 2014-15. This includes some increases in revenue, a reduction in expenditures and approximately $1.4 million in salary savings due to unfilled positions vacant for the year. However, increases in health and pension costs that the City has little to no control over increase costs in FY 2015-16 in excess of available revenues and the fund is projected to have a $92,000 deficit in FY 2015-16. Additional balancing measures will be required to bring the fund into balance. Discussions currently underway with labor groups and or a potential new revenue measure will have a significant impact and will change the projected deficit.

In previous budget documents, the City has included a 10-year forecast for the General Fund. Due to impact on the budget resulting from ongoing negotiations and discussions, this forecast only includes the addition of two additional fiscal years, FY 2014-15 and FY 2015-16. Once these have concluded, the forecast will include an additional two fiscal years and reflect a five year forecast for the General Fund rather than ten years.

Table 2-7
General Fund Forecast

General Fund Summary	FY 2012-13 Actual	FY 2013-14 Adopted	FY 2013-14 Amended	FY 2013-14 Projected	FY 2014-15 Adopted	FY 2015-16 Adopted
Beginning Restricted Fund Balance	$598,957	$0	$1,059,976	$1,059,976		
Beginning Unassigned Fund Balance	$2,608,745	$2,909,552	$1,281,566	$1,281,566	$1,479,380	$1,568,773
Total Revenues	**$29,366,108**	**$28,479,079**	**$28,809,734**	**$29,054,141**	**$29,341,458**	**$30,304,024**
Total Expenses	**$28,947,137**	**$28,453,592**	**$28,929,497**	**$28,860,545**	**$29,252,065**	**$30,396,301**
Personnel	$22,728,201	$23,649,427	$23,836,894	$22,180,815	$24,151,835	$25,161,615
Salary Savings	($28,480)	($1,467,048)	($1,467,048)	($22,858)	($1,532,693)	($1,608,952)
Non-Personnel	$6,247,416	$6,271,213	$6,559,651	$6,702,589	$6,632,923	$6,843,638
Annual Balance/Shortfall	**$418,970**	**$25,487**	**($119,763)**	**$193,596**	**$89,393**	**($92,277)**
Transfer Out Grant			$598,957	$598,957		
Transfer Out - Solar CIP	$1,134,584		$456,801	$456,801		
Total Transfer out of Restricted Funds	**$1,134,584**	**$0**	**$1,055,758**	**$1,055,758**	**$0**	**$0**
Ending Fund Balance/Deficit	**$2,492,088**	**$2,935,039**	**$1,166,021**	**$1,479,380**	**$1,568,773**	**$1,476,496**
Unassigned Ending Fund Balance/Deficit	**$2,492,088**	**$2,935,039**	**$1,166,021**	**$1,479,380**	**$1,568,773**	**$1,476,496**
Ending Unassigned Reserve Percent	**8.6%**	**10.3%**	**4.0%**	**5.1%**	**5.4%**	**4.9%**

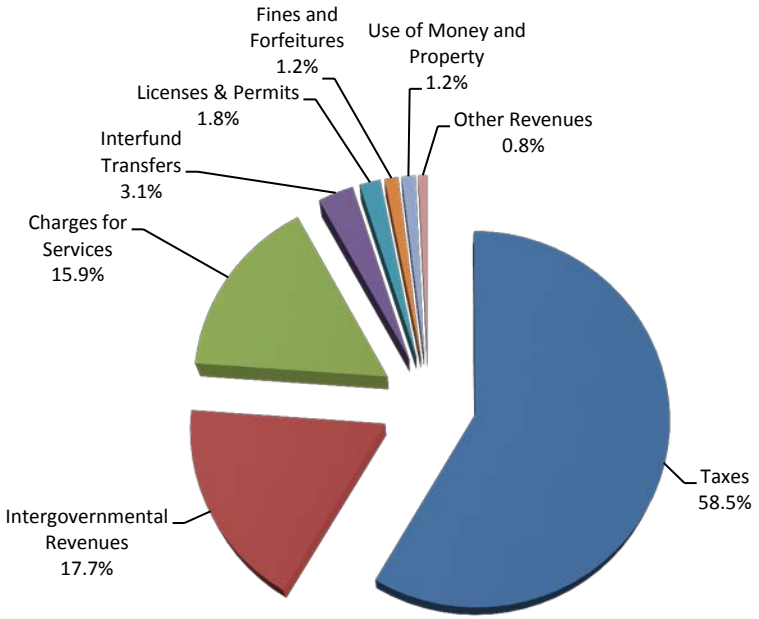
General Fund Revenues

Table 2-8 and **Chart 2-5** depict the revenue by category in the General Fund. While property and sales taxes are now expected to improve, franchise taxes, business license taxes, and others will experience minimal growth. Following is a more in-depth discussion on each of the major revenue categories and the issues addressed in the FY 2014-15 and FY 2015-16 Adopted Biennial Budget.

Table 2-8
General Fund Revenues

Revenue Category	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Taxes					
Property Taxes	$5,685,841	$5,467,008	$6,322,213	$6,442,256	$6,636,620
Sales Taxes	5,014,429	5,109,397	4,593,750	4,605,000	4,893,960
Utility User Tax	3,163,978	3,066,580	3,605,000	3,677,100	3,750,642
Franchise Taxes	1,020,930	1,065,858	1,177,000	1,393,175	1,434,970
Business License Tax	691,948	660,931	750,000	770,495	785,905
Other Taxes	172,544	201,097	194,900	269,124	283,000
Total Taxes	$15,749,670	$15,570,870	$16,642,863	$17,157,150	$17,785,097
Licenses & Permits	$518,276	$516,703	$606,000	$531,000	$593,000
Fines and Forfeitures	215,336	288,781	306,500	341,500	341,500
Use of Money and Property	283,951	317,008	315,700	344,900	353,840
Intergovernmental Revenues	4,770,474	5,027,113	5,120,649	5,183,962	5,266,191
Charges for Services	4,432,452	5,008,433	4,811,496	4,660,442	4,853,935
OtherRevenues	111,151	289,671	202,147	221,647	220,267
Interfund Transfers	3,216,904	2,347,528	804,379	900,857	890,194
Total	**$29,298,213**	**$29,366,108**	**$28,809,734**	**$29,341,458**	**$30,304,024**

Chart 2-5
General Fund Revenue Percentages by Category



Discussion of Major Revenue Categories

Property Taxes are an ad valorem tax levied on real and personal property based on their assessed values as determined by the County Assessor. They are also levied on certain business properties that cross county boundaries (such as railroads), based on their assessed values as determined by the State Board of Equalization. They represent the single largest tax revenue to the City's General Fund, totalling between $5 million and $6 million annually.

Proposition 13, passed by the voters in June 1978, significantly changed property tax revenues to local governments. It capped the property tax rate that can be imposed at 1% of the assessed value, unless a higher rate to pay for indebtedness is approved by the voters. To implement Proposition 13, county auditors adopted a system of allocating the 1% property taxes to local governments based on their share of countywide property taxes collected in the mid-1970s. State shifts of local property taxes in order to backfill its school funding cuts reduced the City's share of the 1% property taxes, which is currently about 22%. The City has no additional ad valorem property tax levies, although other agencies do levy additional ad valorem property taxes in El Cerrito.

Proposition 13 also changed the method of assessing property values for taxation. Specifically, it rolled back the assessed values for FY 1978-79 to 1975 levels and restricted annual increases over that base value to a specified inflation factor, not to exceed 2% per year. It allowed decreases in values when that inflation factor is negative. It also prohibited reassessment of a property to a higher base value except upon change in ownership or completion of new construction. In most years, this assessment process results in a property's market value being greater than its assessed value. Moreover, the market value of properties in the City as a whole is significantly greater than the City's overall assessed value, as a large majority of properties in El Cerrito have not been reassessed to current market value since the passage of Proposition 13.

Proposition 8, passed by voters in November 1978, further changed the property assessment process to address real estate market declines. It requires county assessors to conduct "decline in value reviews" to ensure the assessed value of properties are set at a lower rate if the market value of the properties has declined. When a property is assigned a lower value, this is referred to as a "Prop 8 Reduction."

The real estate boom leading up to 2008 followed by the Great Recession resulted in a large number of Prop 8 Reductions in El Cerrito and significant decline in property tax revenues to the City. Starting in FY 2009-10, there were over 1,000 properties with Prop 8 Reductions. The City's overall assessed value increased that year, however, masking the $139 million loss in assessed value from these initial Prop 8 Reductions. The impact reached its peak in FY 2011-12 when there were more than 2,000 properties with Prop 8 Reductions, reducing the City's assessed value by more than $357 million, a loss that was not counterbalanced by increases in assessed value on other properties. As a result, the City's property tax revenues, which had been approaching $6 million annually in FY 2008-09, dropped to about $5.5 million in FY 2012-13.

The City's assessed values and property tax revenues for FY 2013-14 have increased, as the County Assessor has dropped the number of Prop 8 Reductions slightly. General Fund property tax revenues for FY 2013-14 are projected to total nearly $5.9 million. This trend is expected to continue, as El Cerrito real estate sales are strong thus far in 2014. Therefore, the assessed value lost from Prop 8 Reductions is projected to be recaptured by the end of 2015, resulting in a return to prior levels in property tax revenues to the General Fund by FY 2015-16.

Sales Taxes are imposed on the total retail price of tangible personal property purchased in the City. The total sales tax rate in El Cerrito is 9.5%, which includes:

Rate	Purpose
6.00%	State Funds
0.50%	Contra Costa County Transportation Authority
0.50%	Bay Area Rapid Transit District
0.50%	County health and social services, public safety, and transportation
0.25%	Economic Recovery Fund
0.75%	City General Fund
0.50%	El Cerrito Measure A (Streets)
0.50%	El Cerrito Measure R (General Fund)

The City's General Fund receives about $4.5 million in sales tax revenues annually, including the general sales and use tax; Measure R, a seven-year, half-cent sales tax approved by the voters to maintain City services; reimbursement from the State for local sales tax revenue borrowed in prior years through the Economic Recovery Fund portion of sales tax; and a share of the County sales tax designated for public safety.

Sales taxes are a significant revenue source to the City's General Fund, but are more cyclical and volatile than property tax revenues. The economic downturn between 2007 and 2011 resulted in a drop in retail sales statewide and a corresponding drop in sales tax revenues. The City was able to compensate somewhat for the downturn by passing Measure R in 2010. Unfortunately, the greater overall downturn in sales tax revenue was hidden by a misallocation of sales taxes collected by the Richmond Home Depot to El Cerrito for several years. This misallocation has been corrected for FY 2013-14 and going forward projections are based on accurate allocations and a projected increase in retail sales as the economy recovers. The City will generally see an increase in the sales tax revenues being allocated to El Cerrito, but there is an outstanding liability to the City of Richmond that will be addressed over the next few fiscal years, potentially impacting revenue.

Utility User Taxes were initially approved by the voters in 1991 and revised with voter approval of the ordinance in 2004. The tax generates between $3 million and $3.5 million in revenues annually for the General Fund. The ordinance calls for an 8% tax to be assessed by providers of gas, electricity, water, telephone and video services to all El Cerrito customers and then remitted to the City. These revenues are subject to changes in market conditions, weather, and/or pricing in the sectors subject to the utility user tax ordinance. Although use of these services is generally declining, prices and rates are generally increasing on these services. Therefore a slight increase in overall utility user revenues is projected for coming fiscal years.

Franchise Taxes are paid by utilities based on various methodologies and represent over $1 million in General Fund revenue. They are projected to increase slightly over the next few years.

Business License Taxes are imposed on certain types of businesses in El Cerrito and reflect about $750,000 of General Fund revenue annually. The tax is based on factors such as a business's number of employees or vehicles, its annual gross receipts, or a property owner's number of residential rental units. A slight increase is projected in the next few years.

Other Taxes includes the Transient Occupancy Tax, a 10% tax on room rates for hotels and motels, and other minor taxes. These are a minor General Fund revenue sources, projected to increase slightly over the next few years.

General Fund Expenditures

The Adopted FY 2014-15 General Fund expenditure budget totals $29.3 million, a decrease of approximately $700,000 from the FY 2013-14 Amended budget. In FY 2015-16, the budget is projected to increase by about $1.1 million, with costs in health and pension benefits representing about $900,000 of that increase.

Non-personnel costs decrease by approximately $1 million in FY 2014-15 in large part due to a one-time transfer related to capital expenditure for solar installation and a grant from the Municipal Services Corporation that will be completed in FY 2013-14. There is a slight increase, about $210,000 in FY 2015-16 related to expected increases in contract services.

Approximately 77% of the General Fund expenditures are related to personnel costs. Within Personnel, salaries and benefits have traditionally been governed by the City Council's policy to provide median compensation, which is intended to act as a ceiling for salaries and benefits as agreed upon in the memorandums of understanding with the various benefit groups. Beginning two years ago, efforts to curb ongoing cost increases for salaries and retirement benefits were implemented through increased staff contributions to PERS and the give back of approved cost-of-living increases. The FY 2014-15 adopted budget includes an assumption of increased contributions by the management and unrepresented employees, as well as several of the bargaining units, some of which are still in negotiations. The result of these negotiations could change the assumptions in the adopted budget in FY 2014-15 and forward.

Of the remaining General Fund expenses, very little are discretionary and include costs related to contract services such as Public Safety dispatch, Animal Control services, legal services, independent audit services, election services and criminalist services that the City could not provide as efficiently as other organizations can on its behalf. When other non-discretionary items are factored in such as insurance, medical supplies, utilities, vehicles, and a minimal level of supplies, nearly 95% of the General Fund is non-discretionary.

Table 2-9
General Fund Expenditures By Category

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel	$22,619,755	$22,699,729	$22,369,846	$22,619,142	$23,552,663
Professional Svcs	2,185,665	2,339,754	2,464,700	2,446,700	2,501,700
Purchased Property Services	884,228	1,020,152	856,562	1,055,233	1,097,235
Other Services	1,130,385	1,316,895	1,346,820	1,306,825	1,362,495
Supplies	660,926	662,994	632,946	617,700	633,150
Property & Capital	229,826	232,649	238,500	262,800	301,300
Financing Costs	102,395	181,900	218,073	235,921	239,536
Other Financing Uses	4,711,737	1,864,968	1,857,808	707,744	708,222
Total	**$32,524,916**	**$30,319,042**	**$29,985,255**	**$29,252,065**	**$30,396,301**

Chart 2-6
Adopted General Fund Expenditures

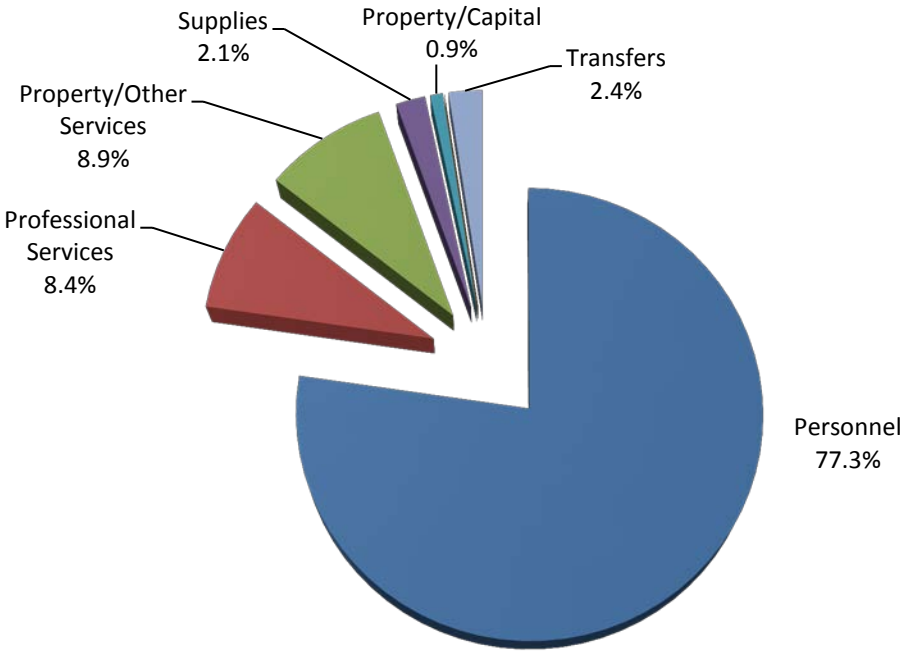


Table 2-8 provides a summary of the General Fund expenditure budget by Department. While some reorganization has occurred, Department budgets have remained fairly consistent over the last few years.

Table 2-8
General Fund Expenditures By Department

Department	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
City Management	$2,614,045	$2,752,049	$2,631,140	$2,584,245	$2,559,116
Finance	923,606	929,669	1,119,705	936,910	1,012,820
Police	9,910,485	9,982,363	10,384,068	10,567,226	11,169,173
Fire	7,935,101	8,323,854	8,157,992	8,141,696	8,395,237
Public Works	986,862	2,031,554	909,026	645,185	674,066
Community Development	1,432,331	1,604,559	1,491,688	1,726,262	1,799,444
Recreation	4,010,750	3,964,611	3,890,629	3,942,797	4,078,223
Transfers	4,711,737	730,384	1,401,007	707,744	708,222
Total	**$32,524,916**	**$30,319,042**	**$29,985,255**	**$29,252,065**	**$30,396,301**

Chart 2-7
General Fund Expenditures – Percentage By Department

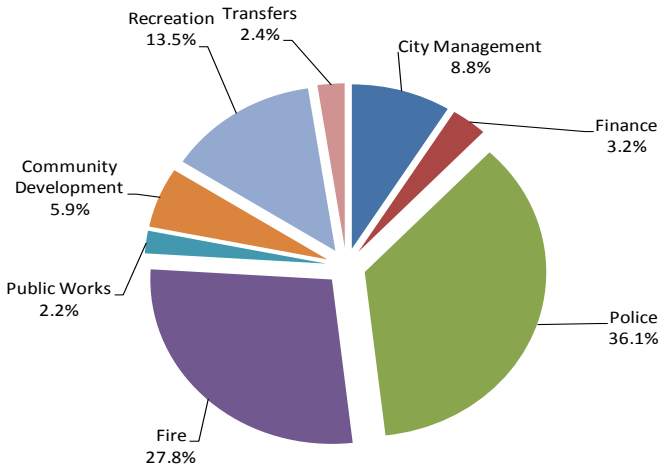
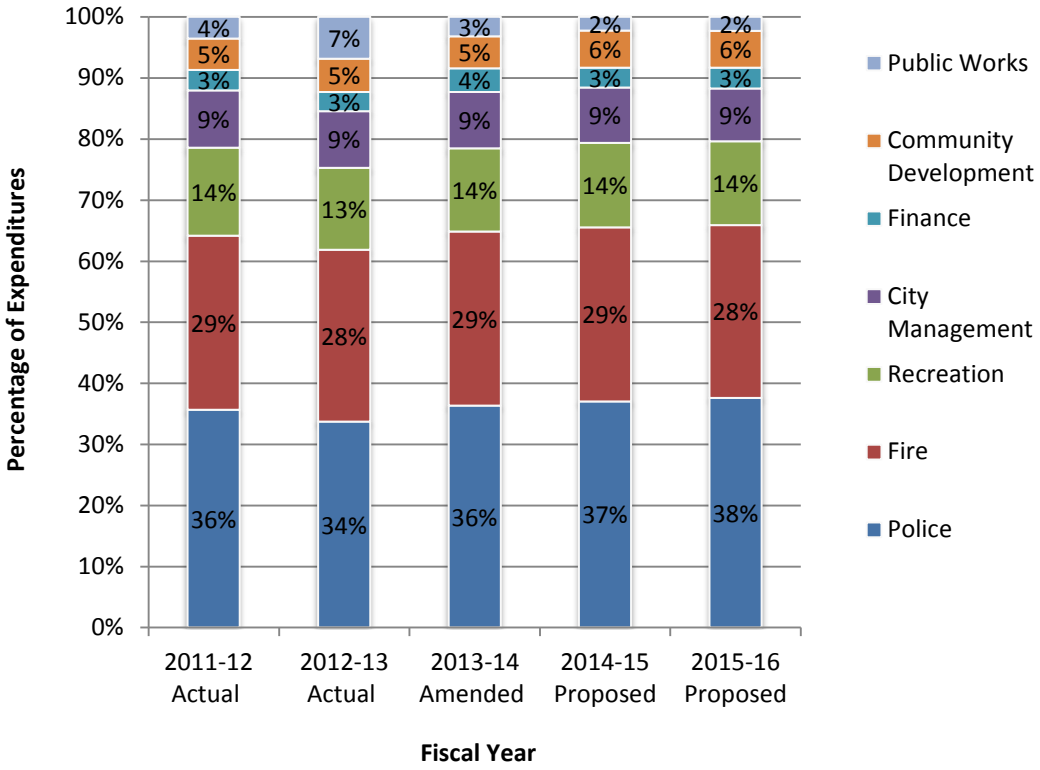


Chart 2-8 depicts a comparison in General Fund expenditures by Department over the past four fiscal years. The largest increase has occurred in the Police Department, reflecting the City's continued commitment to Public Safety.

Chart 2-8
Variance of General Fund Expenditures (Before Transfers)



MAJOR OPERATING FUNDS

In addition to the General Fund, City operations rely on a variety of funding sources. Special Funds, typically restricted for specific uses, contribute $10.1 million, or approximately 26%, of the total resources used to support the City's approximately $38.8 million operating budget. These funds can be described in these broad categories:

Special Revenue Funds

Special revenues and grants are accounted for in separate funds and are legally restricted to a specific purpose, service, or program. Some special revenue funds receive tax-based revenues. Some account for revenues and expenditures related to the financing of public improvements or services funded by property assessments, fees or special taxes. Major special revenue funds, some of which are described in greater detail in the following section, are as follows:

- Gas Tax Fund (201)
- National Pollutant Discharge Elimination System (NPDES) Fund (202)
- Landscaping and Lighting Assessment District Fund (203)
- Measure J Return to Source Fund Transportation (204)
- Measure A Swim Center Fund (206)
- Street Improvement Fund (211)
- Grants Fund (221)
- C.O.P.S. Grant Fund (222)
- City Housing Trust Fund (231)
- Low & Moderate Income Housing Asset Fund (232)

Capital Funds

Funds are created to account for revenues and expenses related to capital projects, though sometimes include expenditures on operations. The major capital funds include:

- Capital Improvement Program Fund
- Measure J Storm Drain Fund (205)

Enterprise Funds

Enterprise funds are used to support the expenditures of a specific service or program and revenue is derived through the collection of the fees associated with providing the service/program. The major enterprise fund is Integrated Waste Management Fund (501).

FINANCIAL FORECASTS

This section contains five-year financial forecasts for eight of the City's major special revenue funds. The following five-year forecasts include a description of each fund, assumptions about revenues and expenditures, and analysis and projections of the revenue sources and uses. Any issues unique to a fund are also highlighted. While these key operating funds are summarized here, they are also integrated into the budgets of the departments responsible for managing the funds.

Several of these funds have legal limits on increases to their revenue, but have continued to experience increases in expenditures as a result of many of the same factors that impact the General Fund (e.g., salary cost-of-living increases, health benefit costs and retirement costs). Specifically, the Landscape and Lighting Assessment District (LLAD) Fund, National Pollutant Discharge Elimination System (NPDES) Fund, and the Measure J Storm Drain Fund have had their revenue growth limited by the passage of Proposition 218. The City can only increase revenues in these funds with voter approval. The Measure A Swim Center Fund is similar in that the maximum special tax cannot be increased without voter approval, but the City can increase revenues to the Fund with City Council approval, as the special tax rates have been set annually below the voter-approved maximum rate for several years. Property development also affects the revenue to these funds, as different tax, fee, or assessment rates may apply to a newly developed or redeveloped property, although changes would be nominal as minimal changes in development are expected.

Public Works staff has evaluated its expenditures from special revenue funds and made adjustments to bring the funds into balance over the next two years. These balancing measures include:

- reducing maintenance contract services in the LLAD Fund and NPDES Fund by a combined total of $400,000
- eliminating transfers between funds
- shifting expenditures between eligible funding sources
- adjusting overhead cost allocations between funds to reflect these changes
- making short-term loans between funds
- repaying Gas Tax-eligible expenditures from the Capital Improvement Program Fund in prior years

Additionally, staff has been identifying those Special Revenue Funds that will continue to have deficits without the addition of new resources or reductions in service. In particular, current NPDES funding is insufficient to meet the ongoing requirements of clean water regulations. Also, the cost of landscape and lighting services has outstripped the revenues available from LLAD annual assessments for many years and will require additional new revenue, restored General Fund support, or service cuts.

Gas Tax Fund (201) Overview

The Gas Tax Fund supports transportation activities, such as the construction and maintenance of streets, roads and bridges. The State of California allocates Gas Tax monies to cities and counties each year by formula, based on population, vehicle registration, assessed valuation, and population. This revenue has increased only slightly over the past decade.

Expenditures in this Fund are based on the Gas Tax model of road-related activities, including roads, sidewalks, traffic controls, drainage, lighting and landscaping. Gas Tax monies can be used for any street or road purpose, with the exception of Section 2107.5 monies, which must be used for engineering and administrative costs only.

Revenues have previously been supplemented by transfers from the County Measure J Return-to-Source Fund for transportation activities, and from the City's Measure J Storm Drain Fund for drainage functions within the streets and road system, and transfers have previously been made to the Landscape and Lighting Assessment District Fund for medians, rights-of-way, street trees and street lighting. Adopted budgets and projections have been restructured to have revenues and expenses balance within the fund, and eliminate the need for transfers.

Fund Forecast

	2011-12 Actual	2012-13 Actual	2013-14 Amended	2013-14 Projected	2014-15 Adopted	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Starting Balance	**$11,541**	**$783**	**$885**	**$885**	**($58,100)**	**$6,820**	**$31,163**	**$48,774**
Revenues	**$949,256**	**$1,137,288**	**$1,150,336**	**$1,131,735**	**$605,712**	**$617,826**	**$630,183**	**$642,786**
Taxes	$670,256	$565,288	$696,336	$677,735	$605,712	$617,826	$630,183	$642,786
Transfer in (Measure C)	$214,000	$270,000	$274,000	$274,000	$0	$0	$0	$0
Transfer in (Storm Drain)	$65,000	$302,000	$180,000	$180,000	$0	$0	$0	$0
Expenses	**$960,014**	**$1,137,186**	**$1,253,937**	**$1,190,720**	**$540,792**	**$593,483**	**$612,572**	**$632,425**
Personnel	$365,686	$378,689	$456,492	$448,878	$227,414	$235,762	$247,550	$259,928
Non-Personnel	$96,731	$115,822	$143,600	$133,997	$218,600	$218,600	$222,972	$227,431
Transfer out (CIP)	$0	$0	$0	$0	$0	$41,500	$41,500	$41,500
Transfer out (LLAD)	$395,000	$537,000	$545,000	$499,000	$0	$0	$0	$0
Overhead Transfer	$102,597	$105,675	$108,845	$108,845	$94,778	$97,621	$100,550	$103,566
Annual Surplus/(Shortfall)	**($10,758)**	**$102**	**($103,601)**	**($58,985)**	**$64,920**	**$24,343**	**$17,611**	**$10,361**
Ending Balance/(Deficit)	**$783**	**$885**	**($102,716)**	**($58,100)**	**$6,820**	**$31,163**	**$48,774**	**$59,135**

Assumptions

- Gas tax revenues are sensitive to the price and volume of motor fuel purchases and fluctuate from year to year. However, there is an assumed growth of 2% per year.
- In FY 2014-15, overhead transfers are increased by 4%, but reallocated between special revenue funds, increasing 3% per year thereafter.
- In FY 2015-16, expenses include transfers to the Capital Improvement Program Fund (301) to reimburse prior years' expenditures on streets and transportation projects.
- In FY 2016-17, personnel costs increase 5% per year and non-personnel costs increase 2% per year.

NPDES Fund (202) Overview

National Pollutant Discharge Elimination System (NPDES) related activities as mandated by the 1975 Federal Clean Water Act are funded through an assessment collected by the County Flood Control District on all developed properties within the City. These funds are disbursed to the City annually to carry out Clean Water Program activities such as street sweeping, trash capture, storm drain and catch basin cleaning, illicit discharge and pollution prevention inspections of the City's storm drain system and creeks, public awareness and education about storm water pollution, and inspection of new development sites to ensure compliance with the City's Municipal Storm Water Permit (MRP). An assessment election by voters or property owners in El Cerrito could be considered to eliminate the need to subsidize clean water programs from other funds or to reduce future program activities.

Supplemental funding from the Storm Drain Fund (205) has previously been used for specialized maintenance of the storm drain facilities, key to the Clean Water Program. Future transfers from Fund 205 have been eliminated. However, in FY 2104-15, the Storm Drain Fund will make a one-time loan of $57,000 to the NPDES Fund for eligible expenses related to storm drain maintenance; the NPDES Fund will pay back the full amount in the following two fiscal years. Additional funding sources will need to be identified starting in FY 2015-16 in order to meet regulatory requirements for Clean Water Program activities.

Fund Forecast

	2011-12 Actual	2012-13 Actual	2013-14 Amended	2013-14 Projected	2014-15 Adopted	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Starting Balance	**($4,393)**	**($50,049)**	**($45,654)**	**($45,654)**	**$19,209**	**$275**	**($108,788)**	**($235,153)**
Revenue	**$356,678**	**$419,202**	**$454,625**	**$426,000**	**$372,000**	**$315,000**	**$315,000**	**$315,000**
Assessment	$320,678	$315,202	$343,625	$315,000	$315,000	$315,000	$315,000	$315,000
Transfer In Loan (205)	$0	$0	$0	$0	$57,000	$0	$0	$0
Transfer in (205)	$36,000	$104,000	$111,000	$111,000	$0	$0	$0	$0
Expenses	**$402,333**	**$414,807**	**$454,725**	**$361,137**	**$390,934**	**$424,063**	**$441,365**	**$430,968**
Personnel	$130,712	$145,533	$155,485	$150,294	$279,318	$289,381	$303,850	$319,043
Non-Personnel	$168,086	$162,633	$189,400	$101,003	$42,750	$35,250	$35,955	$36,674
Loan Repayment (205)	$0	$0	$0	$0	$0	$28,500	$28,500	$0
Overhead Transfer	$103,535	$106,641	$109,840	$109,840	$68,866	$70,932	$73,060	$75,252
Annual Surplus/(Shortfall)	**($45,656)**	**$4,395**	**($100)**	**$64,863**	**($18,934)**	**($109,063)**	**($126,365)**	**($115,968)**
Ending Balance/(Deficit)	**($50,049)**	**($45,654)**	**($45,754)**	**$19,209**	**$275**	**($108,788)**	**($235,153)**	**($351,121)**

Assumptions

- Revenues from assessments projected to remain flat based on uncertainty about new development and County Clean Water Program cost withholdings.
- In FY 2014-15, overhead transfers are increased by 4%, but reallocated between special revenue funds, increasing 3% per year thereafter.
- In FY 2016-17, personnel costs increase 5% per year and non-personnel costs increase 2% per year.
- Annual shortfalls in future years demonstrate the amount of revenues from other sources that will be needed beginning in FY 2015-16 to meet Clean Water regulations.

Landscaping and Lighting Assessment District Fund (203) Overview

The proceeds from this Landscaping and Lighting Assessment District (LLAD) provide funding for such services as street lighting (which improves pedestrian and vehicle safety) and maintenance of parks, park buildings, and landscaping in public areas. The LLAD was created in 1988 and was affirmed by a majority vote of El Cerrito's citizens in November 1996. The assessment rates have not been increased since the LLAD's creation in 1988. A proposed Assessment District with increased rates was presented to the City's property owners during a ballot proceeding in March/April 2006, but a majority protest was filed and the increased assessment rates were not imposed. The current LLAD remains in place and will continue to be assessed. The basic rates remain $72 per year per single-family dwelling unit, $54 per year per apartment, condominium, or other multiple dwelling units, with various rates for commercial properties.

The Gas Tax Fund (201) had previously provided supplemental revenue to the LLAD Fund to perform maintenance of median and right-of-way landscapes, street trees, and street lighting. Future transfers from Fund 201 have been eliminated. In FY 2014-15, the LLAD Fund will receive a one-time loan of revenues from the City's sale of recyclables in the amount of $78,000; the LLAD Fund will pay back the full amount to the IWM Fund (501) in the following two fiscal years. Additional funding sources will need to be identified starting in FY 2015-16 in order to maintain current levels of landscaping and lighting services.

Fund Forecast

	2011-12 Actual	2012-13 Actual	2013-14 Amended	2013-14 Projected	2014-15 Adopted	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Starting Balance	**($36,871)**	**($56,966)**	**($56,971)**	**($56,971)**	**$42,687**	**$145**	**($118,465)**	**($263,986)**
Revenue	**$1,165,763**	**$1,311,289**	**$1,316,000**	**$1,340,000**	**$859,000**	**$781,000**	**$781,000**	**$781,000**
Assessments	$770,763	$774,289	$771,000	$771,000	$771,000	$771,000	$771,000	$771,000
Maint. Reimbursement	$0	$0	$0	$70,000	$10,000	$10,000	$10,000	$10,000
Transfer In Loan (IWM Fund)	$0	$0	$0	$0	$78,000	$0	$0	$0
Transfer In (Gas Tax)	$395,000	$537,000	$545,000	$499,000	$0	$0	$0	$0
Expenses	**$1,185,858**	**$1,311,295**	**$1,314,327**	**$1,240,342**	**$901,542**	**$899,610**	**$926,521**	**$915,425**
Personnel	$448,824	$480,834	$387,366	$378,381	$262,097	$271,652	$285,235	$299,496
Non-Personnel	$598,604	$687,877	$780,100	$715,100	$489,000	$434,000	$442,680	$451,533
Loan Repayment (IWM Fund)	$0	$0	$0	$0	$0	$39,000	$39,000	$0
Overhead Transfer	$138,431	$142,584	$146,861	$146,861	$150,445	$154,958	$159,607	$164,395
Annual Surplus/(Shortfall)	**($20,095)**	**($5)**	**$1,673**	**$99,658**	**($42,542)**	**($118,610)**	**($145,521)**	**($134,425)**
Ending Balance/(Deficit)	**($56,966)**	**($56,971)**	**($55,298)**	**$42,687**	**$145**	**($118,465)**	**($263,986)**	**($398,411)**

Assumptions

- Revenues from assessments are projected to remain flat based on lack of anticipated new development in the near term.
- In FY 2014-15, overhead transfers are increased by 4%, but reallocated between special revenue funds, increasing 3% per year thereafter.
- In FY 2016-17, personnel costs increase 5% per year and non-personnel costs increase 2% per year.
- Annual shortfalls in future years demonstrate the amount of revenues from other sources that will be needed beginning in FY 2015-16 to maintain current levels of landscaping and lighting services.

Measure J Return to Source Fund (204) Overview

This Fund accounts for the revenue received by the Measure C and its extension, Measure J (2004), a half-cent sales tax approved by the voters to fund transportations projects as well the para-transit program. Sales tax is collected at the County level and paid to the City.

A portion of the Measure J Return to Source Fund is designated for street maintenance activities similar to those in the Gas Tax Fund (201), and the remaining portion is designated for para-transit operations. In prior years, expenses and revenues related to both street maintenance activities and para-transit operations were budgeted in Fund 204. Beginning FY 2014-15, a new fund has been created and all para-transit related revenues and expenditures are budgeted in the new Measure J Return to Source Fund Para-Transit Fund (214).

The Measure J Return to Source Fund has previously supplemented the Gas Tax Fund for transportation activities. Future supplements to the Gas Tax Fund have been eliminated.

Fund Forecast

	2011-12 Actual	2012-13 Actual	2013-14 Amended	2013-14 Projected	2014-15 Adopted	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Starting Balance	**$4,876**	**$4,901**	**$9,644**	**$9,644**	**$70,561**	**$23,994**	**$24,530**	**$22,083**
Maintenance Revenues	**$320,334**	**$376,114**	**$382,648**	**$428,089**	**$406,052**	**$414,173**	**$422,457**	**$430,906**
Taxes	$320,334	$376,114	$382,648	$382,648	$406,052	$414,173	$422,457	$430,906
Transfer In (CIP)	$0	$0	$0	$45,441	$0	$0	$0	$0
Maintenance Expenses	**$320,309**	**$371,371**	**$381,975**	**$367,172**	**$452,619**	**$413,637**	**$424,904**	**$436,604**
Personnel	$0	$303	$0	$0	$121,547	$126,238	$132,550	$139,177
Non-Personnel	$42,772	$36,675	$42,700	$27,897	$156,700	$156,700	$159,834	$163,031
Access Modification Program	$35,000	$35,000	$35,000	$35,000	$115,441	$70,000	$70,000	$70,000
Transfer out (Gas Tax)	$214,000	$270,000	$274,000	$274,000	$0	$0	$0	$0
Overhead Transfer	$28,537	$29,393	$30,275	$30,275	$58,931	$60,699	$62,520	$64,395
Annual Surplus/(Shortfall)	**$25**	**$4,743**	**$673**	**$60,917**	**($46,567)**	**$536**	**($2,447)**	**($5,698)**
Ending Balance/(Deficit)	**$4,901**	**$9,644**	**$10,317**	**$70,561**	**$23,994**	**$24,530**	**$22,083**	**$16,385**

Assumptions

- Tax revenues are a flat 20.1% of Measure J sales taxes collected. Measure J Return to Source revenues are sensitive to economic changes and therefore difficult to predict. However, there is an assumed growth of 2% per year.
- Funds previously transferred to and held in the Capital Improvement Program Fund (301) for the Access Modification Program are being returned to the Measure J Return to Source Fund FY 2013-14 and will be expended directly from the Fund J Fund in future years. This is in keeping with the restructuring of various Special Funds to have revenues and expenses balance within the fund, and eliminate the need for transfers.
- In FY 2014-15, overhead transfers are increased by 4%, but reallocated between special revenue funds, increasing 3% per year thereafter.
- In FY 2016-17, personnel costs increase 5% per year and non-personnel costs increase 2% per year.

Measure J Storm Drain Fund (205) Overview

The Measure J Storm Drain Fund was created to account for funds associated with the passage of Measure J by the voters of El Cerrito in March 1993. The special revenue provides needed funds to maintain, repair, and reconstruct the City's storm drains. All properties in the City (residential and commercial) are assessed annually based on equivalent residential units (ERU). The ERU rate remains $58 per year per single-family dwelling unit and $43.50 per year per apartment, condominium, or other multiple dwelling units.

Fund 205 has historically provided supplemental funding to the Gas Tax Fund (201) and NPDES Fund (202) for drainage activities within the road system and contributing to Clean Water goals. With the exception of a one-time loan of $57,000 to the NPDES Fund in FY 2014-15, all future transfers have been eliminated.

Future year's expenses in the Storm Drain Fund include capital outlays for major maintenance and improvements to the City's storm drain system, including sediment removal, storm pipe replacements, and a Storm Drain Master Plan. Additionally, with the final bond debt service payment in FY 2013-14, the Storm Drain Fund is now considered an operating fund, and is thus subject to administrative cost allocation through an overhead transfer to the General Fund.

Fund Forecast

	2011-12 Actual	2012-13 Actual	2013-14 Amended	2013-14 Projected	2014-15 Adopted	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Starting Balance	**$41,887**	**$32**	**$161,567**	**$161,567**	**($91,298)**	**$49,992**	**$34,123**	**$80,770**
Revenues	**$697,571**	**$698,257**	**$698,000**	**$698,000**	**$698,000**	**$726,500**	**$726,500**	**$698,000**
Fees	$697,571	$698,257	$698,000	$698,000	$698,000	$698,000	$698,000	$698,000
Loan Repayment	$0	$0	$0	$0	$0	$28,500	$28,500	$0
Expenses	**$739,426**	**$536,722**	**$951,402**	**$950,865**	**$556,710**	**$742,369**	**$679,854**	**$698,136**
Personnel	$108,603	$115,696	$134,102	$131,059	$273,290	$283,845	$298,037	$312,939
Non-Personnel	$13,273	$15,026	$31,300	$33,532	$56,300	$56,300	$57,426	$58,575
Debt Service Payments	$516,550	$0	$495,000	$465,000	$0	$0	$0	$0
Capital Outlay	$0	$0	$0	$0	$100,000	$330,000	$250,000	$250,000
1-Time Loan (NPDES)	$0	$0	$0	$0	$57,000	$0	$0	$0
Transfer out (Gas Tax)	$65,000	$302,000	$180,000	$180,000	$0	$0	$0	$0
Transfer out (NPDES)	$36,000	$104,000	$111,000	$111,000	$0	$0	$0	$0
Overhead Transfer	$0	$0	$0	$30,275	$70,120	$72,224	$74,390	$76,622
Annual Surplus/(Shortfall)	**($41,855)**	**$161,535**	**($253,402)**	**($252,865)**	**$141,290**	**($15,869)**	**$46,646**	**($136)**
Ending Balance/(Deficit)	**$32**	**$161,567**	**($91,835)**	**($91,298)**	**$49,992**	**$34,123**	**$80,770**	**$80,634**

Assumptions

- Revenues from storm drain fees are projected to remain flat based on lack of anticipated new development in the near term.
- In FY 2014-15, overhead transfers are increased by 4%, but reallocated between special revenue funds, increasing 3% per year thereafter.
- In FY 2016-17, personnel costs increase 5% per year and non-personnel costs increase 2% per year.

Street Improvement Fund (211) Overview

This Fund is used to account for proceeds of the Measure A half-cent sales tax approved by El Cerrito voters on February 5, 2008. Expenditures from this Fund are to improve and maintain City streets and to pay debt service on the related 2008 bond issuance, for which the Measure A half-cent sales tax is a pledged revenue stream.

Fund Forecast

	2011-12 Actual	2012-13 Actual	2013-14 Amended	2013-14 Projected	2014-15 Adopted	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Starting Balance	**($77,443)**	**$349,769**	**$198,074**	**$198,074**	**$33,238**	**$149,784**	**$290,303**	**$447,310**
Revenues	**$1,607,920**	**$1,170,832**	**$1,500,000**	**$1,815,631**	**$2,033,000**	**$1,431,000**	**$1,462,500**	**$1,491,500**
Taxes	$1,546,542	$1,141,958	$1,500,000	$1,454,000	$1,398,000	$1,426,000	$1,455,000	$1,484,000
Grants	$18,730	($3,553)	$0	$354,000	$630,000	$0	$0	$0
Misc	$42,648	$32,427	$0	$7,631	$5,000	$5,000	$7,500	$7,500
Expenses	**$1,180,708**	**$1,322,527**	**$3,026,284**	**$1,980,466**	**$1,916,454**	**$1,290,481**	**$1,305,493**	**$1,307,414**
Personnel	$0	$0	$54,539	$53,246	$51,215	$53,253	$55,916	$58,711
Nonpersonnel	$2,995	$2,175	$3,000	$3,000	$3,000	$3,000	$3,000	$3,000
Capital Outlay	$440,131	$323,630	$2,143,600	$1,099,075	$1,128,831	$500,000	$509,500	$509,500
Transfer Out 301	$0	$260,000	$85,145	$85,145	$0	$0	$0	$0
Debt Service	$737,583	$736,722	$740,000	$740,000	$733,408	$734,228	$737,078	$736,203
Annual Surplus/(Shortfall)	**$427,212**	**($151,695)**	**($1,526,284)**	**($164,835)**	**$116,546**	**$140,519**	**$157,007**	**$184,086**
Ending Balance/(Deficit)	**$349,769**	**$198,074**	**($1,328,210)**	**$33,238**	**$149,784**	**$290,303**	**$447,310**	**$631,396**

Assumptions

- Sales tax revenues have been subject to adjustments by the Board of Equalization in prior fiscal years for misallocation of revenues by Home Depot. Revenue for FY 2014-15 has been adjusted downward to reflect the corrected amount. Thereafter, sales tax revenues are projected to increase by 2% annually.
- Starting in FY 2013-14, personnel costs related to street improvement and maintenance expenditures not related to capital projects are being charged to the Street Improvement Fund.
- In prior years, capital projects were charged both directly to the Street Improvement Fund and funded through a transfer to the Capital Improvement Program Fund (301). Starting in FY 2014-15, projects funded with Measure A revenue will be tracked only in the Street Improvement Fund. Any previously transferred funds remaining in the Capital Improvement Program Fund will be expended from that fund. This is in keeping with the restructuring of various Special Funds to eliminate transfers.
- In FY 2016-17, personnel costs increase 5% per year.

Integrated Waste Management Fund (501) Overview

This enterprise fund is used to account for the activities related to the recycling and waste diversion management programs. The Integrated Waste Management (IWM) Fund provides for services including weekly residential and commercial curbside recycling collection operations, management of waste management contracts and services, and operation of the City's state-of-the-art LEED Platinum Recycling + Environmental Resource Center. Although the City historically included a ten-year plan in the annual budget, a short-term fund forecast format has been adopted to reflect a more suitable planning horizon. In the FY 2103-14 budget, the City Council approved annually designating a portion of the IWM Fund Balance as a reserve for future equipment purchases, in lieu of financing future equipment purchases via loans. Further analysis has indicated that reversing this assumption is less costly to ratepayers in the coming several years. Therefore, the current plan assumes the resumption of financing future equipment purchases as needed.

Fund Forecast

	2011-12 Actual	2012-13 Actual	2013-14 Amended	2013-14 Projected	2014-15 Adopted	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Starting Balance	**$814,405**	**$705,591**	**$478,678**	**$478,678**	**$329,031**	**$117,825**	**$112,132**	**$127,632**
Revenue	**$1,868,720**	**$1,882,659**	**$2,042,364**	**$2,109,640**	**$2,166,728**	**$2,355,926**	**$2,486,555**	**$2,555,470**
IWM Fees	$1,554,293	$1,607,766	$1,742,292	$1,742,292	$1,877,478	$2,027,676	$2,158,305	$2,266,220
Recycling	$276,442	$245,834	$273,000	$275,000	$260,200	$260,200	$260,200	$260,200
Grants	$29,849	$26,348	$16,000	$26,348	$16,000	$16,000	$16,000	$16,000
Other	$8,136	$2,711	$11,072	$66,000	$13,050	$13,050	$13,050	$13,050
Loan Repayment						$39,000	$39,000	
Expenses	**$1,977,534**	**$2,109,572**	**$2,324,295**	**$2,259,287**	**$2,377,934**	**$2,361,619**	**$2,471,055**	**$2,531,169**
Personnel	$895,357	$1,069,948	$1,201,413	$1,159,433	$1,200,165	$1,247,814	$1,311,456	$1,375,114
Non-Personnel	$558,418	$341,009	$219,100	$346,072	$332,943	$337,022	$368,927	$350,983
Debt Service & Leases	$221,575	$383,693	$426,411	$426,411	$426,507	$426,365	$426,384	$426,359
Overhead Transfer	$302,184	$313,086	$323,700	$323,700	$336,648	$346,747	$360,617	$375,042
Solar Debt service	$0	$1,836	$3,671	$3,671	$3,671	$3,671	$3,671	$3,671
Designated Reserve	$0	$0	$150,000	$0	$0	$0	$0	$0
Transfer Out - Loan (LLAD)	$0	$0	$0	$0	$78,000	$0	$0	$0
Annual Surplus/(Shortfall)	**($108,814)**	**($226,913)**	**($281,931)**	**($149,647)**	**($211,206)**	**($5,693)**	**$15,500**	**$24,301**
Ending Balance/(Deficit)	**$705,591**	**$478,678**	**$196,747**	**$329,031**	**$117,825**	**$112,132**	**$127,632**	**$151,933**

Assumptions

- Revenues from IWM Fees are projected to increase by 8% in FY 2014-15 and FY 2015-16, and 5% thereafter. Other revenues from fixed contracts, state payments, on-site sales and fees are relatively stable.
- The increase in non-personnel costs in FY 2013-14 is due to a new vehicle maintenance agreement that appropriately maintains the City's recycling fleet, as well as a previously unanticipated need for pollution insurance.
- In FY 2014-15, overhead transfers are increased by 4%, but reallocated between special revenue funds, increasing 3% per year thereafter.
- In FY 2016-17, personnel costs increase 5% per year and non-personnel costs increase 2% per year.

Low & Moderate Income Housing Asset Fund (232) Overview

Pursuant to the Dissolution Act, the City elected to serve as the Successor Housing Entity to the dissolved El Cerrito Redevelopment Agency, responsible for affordable housing projects and activities. In FY 2012, the City placed housing assets, including real estate and encumbered cash in the Low & Moderate Income Housing Fund (LMIHF), into the new Low & Moderate Income Housing Asset Fund. California Redevelopment Law requires the Fund be used to increase, improve and preserve the housing supply affordable to very low, low, and moderate income households.

The Dissolution Act did not provide revenue for successor housing agencies, but allows them to collect payments on loans made from former agencies' LMIHF. Money had been borrowed from the LMIHF to pay into the Educational Revenue Augmentation Fund (ERAF) and Supplemental ERAF. Repayment of these loans is an obligation of the El Cerrito Redevelopment Agency Successor Agency (see Section 10) and the only anticipated near-term revenues.

Fund Forecast

	2011-12 Actual	2012-13 Actual	2013-14 Amended	2013-14 Projected	2014-15 Adopted	2015-16 Adopted	2016-17 Projected	2017-18 Projected
Starting Balance	**$0**	**$214,864**	**$110,671**	**$110,671**	**$25,286**	**($10,968)**	**$91,960**	**$189,197**
Revenues	**$416,385**	**$1,149**	**$0**	**$559,605**	**$75,284**	**$250,000**	**$250,000**	**$250,000**
SERAF/ERAF Loan	$416,079	$0	$0	$24,803	$75,284	$250,000	$250,000	$250,000
Housing Obligations	$0	$0	$0	$531,152	$0	$0	$0	$0
Misc	$306	$1,149	$0	$3,650	$0	$0	$0	$0
Expenses	**$201,521**	**$105,342**	**$671,990**	**$644,990**	**$111,538**	**$147,072**	**$152,763**	**$158,705**
Personnel	$43,294	$89,602	$89,838	$89,838	$87,208	$91,652	$96,235	$101,046
Non-Personnel	$8,577	$15,740	$51,000	$24,000	$24,330	$55,420	$56,528	$57,659
Loans & Grants	$0	$0	$531,152	$531,152	$0	$0	$0	$0
Overhead Transfer	$149,650	$0	$0	$0	$0	$0	$0	$0
Annual Surplus/(Shortfall)	**$214,864**	**($104,193)**	**($671,990)**	**($85,385)**	**($36,254)**	**$102,928**	**$97,237**	**$91,295**
Ending Balance/(Deficit)	**$214,864**	**$110,671**	**($561,319)**	**$25,286**	**($10,968)**	**$91,960**	**$189,197**	**$280,492**

Assumptions

- SERAF/ERAF payments resume in FY 2013-14 and are based on one half of residual Redevelopment Property Tax (RPT) after Redevelopment Successor Agency obligations are paid.
- In FY 2013-14, the Successor Housing Entity received RPT, which is disbursed to fund loans for two affordable housing project pre-development loans.
- Non-personnel expenses are minimized until FY 2015-16, when larger SERAF/ERAF loan payment revenues are expected. Non-personnel expenses include carrying costs for housing real estate assets and project-related costs.
- In FY 2016-17, personnel costs increase 5% per year and non-personnel costs increase 2% per year.

OTHER FUNDS

The City has other funds, including minor operating funds, capital funds, other entities' funds, debt service funds, internal service funds, and trust funds. They are as follows:

Asset Seizure Fund (208)

The Police Department acquires assets in the course of arresting suspects and a portion of these assets become the property of the City when a guilty verdict is awarded. Pursuant to the State Health and Safety Code, these funds are to be used by the Police Department to supplant but not supplement its operating budget. To assure correct usage, funds have been broken out into a separate fund.

Vehicle Abatement Fund (209)

This Fund accounts for monies received from the County to support programs that remove abandoned vehicles from City streets.

Park In-Lieu Fund (210)

This Fund accounts for funds received through negotiations with developers to be used for park improvements.

Art in Public Places Fund (213)

This Fund was established to account for the public art in-lieu contributions and any and all other revenues appropriated or received for public art and/or public arts and cultural programs, including donations from the public.

Measure J Return to Source Paratransit (214)

This Fund was created in FY 2013-14 to account separately for the portion of Measure J Return to Source revenues that fund the paratransit program.

Grants Fund (221)

This Fund accounts for projects and programs in various departments that are funded by one-time grants.

Grants Fund (222)

This Fund was created in FY 2013-14 to account for the ongoing C.O.P.S. grants received by the Police Department. Previously the revenues and expenditures for this program were accounted for in Fund 221.

Municipal Services Corporation Fund (230)

The Municipal Services Corporation is a separate nonprofit, public benefit corporation. Although it is considered a component unit of the City for accounting purposes, its activities are controlled and its budget is adopted by a separate board of directors, and therefore not included in this document. Its revenues are primarily related to real estate transactions, including leases and potentially disposition of developable land. It also received revenue from the former Redevelopment Agency, prior to its dissolution, pursuant to a Cooperation Agreement in order to implement economic development and redevelopment programs, but has not received any payments related to the agreement since the dissolution in 2012. Its expenditures are for economic development programs, redevelopment projects, and property management.

Capital Improvements Fund (301)

This Fund is utilized to account for capital activities with one-time and multiple funding sources. Within the Fund, each project is accounted for separately on a life-to-date basis for internal and external reporting purposes.

Storm Drain Debt Service Fund (401)

This Fund accounts for debt service payments on the Storm Drain Revenue Bonds using the proceeds of the Measure J Special Tax assessed for that purpose. No further expenditures are budgeted for this Fund, as the last debt service payment was made in FY 2013-14.

Vehicle and Equipment Replacement Fund (601)

The purpose of this Fund is to provide vehicles and equipment to the line departments and avoid financing costs associated with the acquisition of necessary capital assets. This Fund was originally created from a reserved portion of the City's General Fund. Departments may purchase necessary vehicles or equipment from this Fund and then repay the Fund from their operating budgets over time. An ongoing charge to the operating department will cover the cost of the equipment plus a contribution toward future replacement of the equipment when such a replacement can reasonably be anticipated. The Fund's primary objective is to provide financing for the purchase of equipment and vehicles with a cost of $5,000 and over and a useful life of three or more years. Currently, only the Fire Department is utilizing this Fund.

Pension Fund Section 401A Trust Fund (701)

The purpose of this Fund is to account for payments on retiree pensions that are an obligation of the City.

Redevelopment Obligation Retirement Fund (780)

The purpose of this trust fund is to administer the enforceable obligations of the El Cerrito Redevelopment Agency Successor Agency. Moneys received in this Fund are for specific payments approved by an oversight board and the California Department of Finance and the City's authority is limited to making the approved payments. No budget is adopted for this Fund.

Measure A Debt Service Fund (834)

This Fund accounts for debt service payments on the Swim Center Bonds, which were used for the Swim Center Construction, using the proceeds of the Measure A Special Tax assessed for that purpose.

City Hall Debt Service Fund (835)

This Fund accounts for debt service payments on City Hall Lease Revenue Bonds using transfers from the City's General Fund.

Street Improvement Bond Debt Service Fund (836)

This Fund accounts for debt service payments on the Street Improvement Revenue Bonds using the proceeds of the Measure A half-cent sales tax collected for that purpose.

SECTION 3:
CITY MANAGEMENT

City Management provides overall policy and administrative direction of the City organization. This department acts as the central liaison to the public and provides leadership and direction to all departments in the ongoing operations of the City. City Management is ultimately responsible for ensuring the implementation of City Council policy direction and the adopted El Cerrito Strategic Plan.

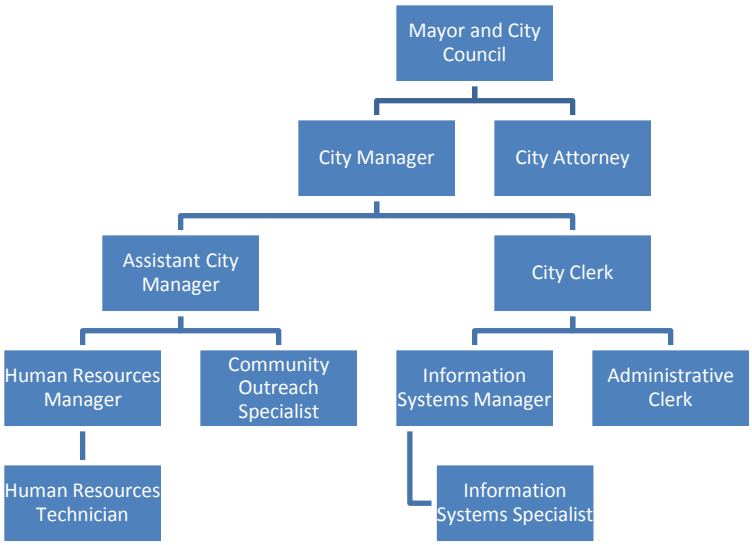
CITY MANAGEMENT OVERVIEW

City Management is the general government function of the City of El Cerrito and its other entities. This section covers six operating components and specific discussion regarding their tasks is shown in their sections:

- City Council
- City Manager's Office
- City Attorney
- City Clerk
- Information Systems
- Human Resources

An organization chart reflecting City Management operating units and their relationships is provided in **Chart 3-1.**

Chart 3-1
City Management Organizational Structure



The position listing in **Table 3-1** shows the positions included within City Management.

Table 3-1
City Management Position Listing

CITY MANAGEMENT	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Account Clerk	0.8	0.8	0	0	0
Community Outreach Specialist	1	1	1	1	1
Assistant City Manager	1	1	1	1	1
Administrative Clerk	1	1	1	1	1
City Manager	1	1	1	1	1
City Clerk	1	1	1	1	1
Human Resources Manager	1	1	1	1	1
Human Resources Technician	1	1	1	1	1
Information Systems Manager	1	1	1	1	1
Information Systems Specialist	1	1	1	1	1
CITY MANAGEMENT TOTAL	**9.8**	**9.8**	**9**	**9**	**9**

CITY MANAGEMENT BUDGET SUMMARY

City Management Department Expenditures (1020, 1040, 1060, 1070)

All Funds	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services	$1,436,280	$1,458,532	$1,447,228	$1,303,714	$1,343,964
Purchased Professional & Technical Services	184,411	219,542	146,500	249,500	146,500
Purchased Property Services	922	1,749	4,800	4,800	4,800
Other Purchased Services	549,757	679,016	744,450	679,825	695,375
Supplies	36,125	40,176	39,800	34,300	41,300
Property & Capital	24,453	28,242	36,000	37,000	37,500
Total Expenditures	**$2,231,948**	**$2,427,258**	**$2,418,778**	**$2,309,139**	**$2,269,439**
General Fund (101)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services	$1,365,307	$1,388,146	$1,315,926	$1,241,707	$1,280,418
Purchased Professional & Technical Services	184,411	219,542	146,500	249,500	146,500
Purchased Property Services	922	1,749	4,800	4,800	4,800
Other Purchased Services	549,757	679,016	744,450	679,825	695,375
Supplies	36,125	40,176	39,800	34,300	41,300
Property & Capital	24,453	28,242	36,000	37,000	37,500
Total Expenditures	**$2,160,976**	**$2,356,872**	**$2,287,476**	**$2,247,132**	**$2,205,893**
Federal, State & Local Grants (221)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services			$69,715		
Total Expenditures	**$0**	**$0**	**$69,715**	**$0**	**$0**
Integrated Waste Management (501)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services	$70,973	$70,386	$61,587	$62,007	$63,546
Total Expenditures	**$70,973**	**$70,386**	**$61,587**	**$62,007**	**$63,546**

City Management Department Revenues

General Fund (101)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Charges for Services	$10,725	$19,454	$15,800	$14,300	$15,750
Other Revenue	$120	$200			
Total Revenues	**$10,845**	**$19,654**	**$15,800**	**$14,300**	**$15,750**

CITY COUNCIL

The overall goal of the City Council is to improve the quality of life for the residents of El Cerrito and to set broad policy goals for implementation by City staff based on the needs and desires of the community. The City Council consists of five members of the community—one rotating Mayor and four Councilmembers. The City Council is the official legislative body of the City. Its duties include:

- Set policy by ordinance, resolution, or motion
- Review and approve reports, proposals and contracts for new programs and services
- Appoint Board and Commission members
- Review and approve the budget as prepared by the City Manager
- Serve as Board Members for the El Cerrito Employees' Pension Board, Public Financing Authority, and the El Cerrito Redevelopment Agency Successor Agency

In 2013, the City Council adopted the El Cerrito Strategic Plan 2013-2017, outlining the mission, vision, values, goals and strategies to guide the City into the future. This Plan is incorporated into the budget document and will inform the departments as to allocation of resources and service efforts.

CITY COUNCIL BUDGET SUMMARY

City Council Expenditures (1010) **All Funds**	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services	$34,155	$34,637	$34,414	$33,363	$33,973
Purchased Professional & Technical Services	24,094	13,286	9,000	9,000	9,000
Other Purchased Services	36,678	30,615	24,200	18,700	24,200
Supplies	851	1,203	1,300	1,300	1,300
Total Expenditures	**$95,778**	**$79,740**	**$68,914**	**$62,363**	**$68,473**

General Fund (101)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services	$33,905	$34,387	$34,164	$33,113	$33,723
Purchased Professional & Technical Services	24,094	13,286	9,000	9,000	9,000
Other Purchased Services	36,678	30,615	24,200	18,700	24,200
Supplies	851	1,203	1,300	1,300	1,300
Total Expenditures	**$95,528**	**$79,490**	**$68,664**	**$62,113**	**$68,223**

Financing Authority Debt Service (834)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services	$250	$250	$250	$250	$250
Total Expenditures	**$250**	**$250**	**$250**	**$250**	**$250**

City Council Department Revenues **General Fund (101)**	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Charges for Services	$4,100	$100			
Total Revenues	**$4,100**	**$100**	**$0**	**$0**	**$0**

CITY ATTORNEY

The City Attorney supports the City Council and City organization with legal advice and services. The City Attorney, whose services are retained by the City through a contract with the law firm Meyers Nave, is responsible for the following services:

- Provide legal advice and information to the City Council, Boards and Commissions, City Manager and staff
- Develop legally acceptable alternatives for accomplishing policy objectives
- Prepare legal documents including ordinances, leases and agreements
- Review resolutions and contracts
- Represent the City in court and before administrative agencies
- Advise City staff on Municipal Code enforcement issues
- Update the El Cerrito Municipal Code

Staff continues to control assignment of work to the City Attorney as a method of containing costs.

CITY ATTORNEY BUDGET SUMMARY

General Fund (101)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Purchased Professional & Technical Services	$357,541	$315,687	$275,000	$275,000	$285,000
Total Expenditures	**$357,541**	**$315,687**	**$275,000**	**$275,000**	**$285,000**

CITY MANAGER

Under the policies established by the City Council, the City Manager is responsible for the efficient management of all affairs and departments operating within the City and serves as the Executive Director of the City's Municipal Finance Authority. The City Manager is the City's chief executive officer, employed by and directly responsible to the City Council. The City Manager organizes and directs an executive team that consists of the Assistant City Manager, City Clerk and Department Directors to implement programs and deliver public services.

The primary duties and services the City Manager performs include the following:

- Support the City Council and implement policies and directives from the City Council including the Strategic Plan
- Provide leadership and manage City staff in their development and provide services and programs to all City departments
- Build and develop a strong management team
- Prepare a budget that identifies all the revenues and expenditures anticipated in the forthcoming fiscal year in a fiscally sound manner
- Oversee the process for development of capital and infrastructure projects and strive to ensure that capital projects are successfully accomplished on-time
- Ensure the highest level of customer service to residents and businesses
- Engage residents, foster community partnerships and interagency collaborations
- Ensure that City Hall provides a professional and environmentally friendly work environment for our customers and employees, maintaining the building as a symbol of pride for residents

FY 2013-14 ACCOMPLISHMENTS
Hosted four community budget meetings in neighborhoods throughout the City in March 2014 to provide information on the City's budget and receive feedback and input from residents
Launched "Open El Cerrito" with Peak Democracy in April 2014 to increase online community engagement
Launched e-payment module on City website to accept online donations to the Madera Open Space Fund
Developed Administrative Policy for website and social media
Initiated community process to develop and present to City Council proposed regulations on smoking, assisted by EC STARS City Management intern Amel Alkaheli
Mailed four Citywide newsletters, including "Budget-in-Brief", assisted with departmental outreach including press releases, meetings and events
Oversaw installation of "12 Wind Sculptures", the City's first commissioned public art project, and design and installation of new street banners
In partnership with KCRT, produced short documentary, "Sundar Shadi's Gifts"

Strategic Plan Alignment

Table 3-2 shows the services performed by the City Manager's Office as aligned to the Strategic Plan.

Table 3-2
City Manager Strategic Plan Alignment

Program or Service	Strategic Plan Goal	Activity Required By:	Duration
Public Information & Outreach, including newsletter, website, press releases, events	Sense of Place & Identity	No	Ongoing
Implement Strategic Plan Action Plan	Exemplary Services	City	Multi Year
Maintain the City website, Open El Cerrito, social media accounts and support use of social media	Exemplary Services	No	Ongoing
Staff the Arts & Culture Commission; Administer the Art in Public Places Program & other programs/events	Sense of Place & Identity	City	Ongoing
Disaster preparedness: be ready and able to carry out EOC functions as necessary in a disaster	Public Health & Safety	City	Ongoing
Represent City with other agencies; community groups and residents; Gauge public sentiment through surveys, etc; Support the City Council (agenda packet management; analysis; attend Council meetings	Exemplary Services	No	Onetime FY14-15
Implement new tobacco smoke protection ordinance, if adopted	Public Health & Safety	City	Onetime
Ensure completion of facilities assessment and feasibility of facility renovation or replacement	Public Facilities	City	Onetime
Implement policies and directives from the City Council	Exemplary Services	City	Ongoing
Oversee the Successor Agency	Financial Sustainability	State	Ongoing
Participate in recruitment of senior staff; Assist with various employee events and meetings;	Exemplary Services	City	Ongoing
Prepare annual budget; Oversee financial planning, capital and infrastructure projects	Financial Sustainability	City	Ongoing
Provide organizational leadership and oversee municipal operations and services	Exemplary Services	City	Ongoing
Liaise with WCCUSD	Sense of Place & Identity	City	Ongoing
Lead organization and ensure continued emphasis on providing excellent customer service	Exemplary Services	City	Ongoing
Administer contract for City Attorney	Exemplary Services	City	Ongoing

CITY CLERK

The City Clerk seeks to provide the best possible service to the residents of El Cerrito, the City Council, City Staff and all public agencies; strengthen public trust in government; and facilitate the democratic process. In particular, the City Clerk provides legislative support to the City Council; provides election support to officeholders, candidates and ballot measure proponents and opponents; exercises diligence in carrying out federal, state and local legal mandates; and enhances records management for the efficient and accurate delivery of information to residents and City staff.

Division Overview

The City Clerk performs all mandated functions under the United States Constitution, the Constitution of the State of California, the California Government and Election Codes, El Cerrito Municipal Code and other policies established by the City Council. The City Clerk serves as Clerk of the City Council and the governing board of the El Cerrito Redevelopment Agency Successor Agency, oversees preparation and noticing of City Council and Successor Agency agendas, records legislative history, maintains official City records, and acts as Filing Officer for the Fair Political Practices Commission. The City Clerk acts as the primary Elections Official during the local candidate nomination period and measure and initiative process and also provides administrative support during municipal elections. The City Clerk performs a variety of other administrative duties for the City and is one of the main communication points between the residents and businesses of El Cerrito and the City Council. City Clerk functions include:

- Supporting the City Council
- Administrative support for Boards, Commissions and Committees
- Recording, preserving and maintaining the City's legislative history
- Public Information and Citywide records management
- Reviewing and monitoring FPPC Campaign Disclosure and Conflict of Interest Statements and ethics training
- Administering municipal elections
- Assisting the City Manager

The primary goal of the City Clerk is to ensure residents' trust in government by supporting the City's legislative process by providing open, accurate and timely legislative history, safeguarding all official records of the City, administering impartial and ethical elections, and delivering information and services efficiently and accurately to the City Council, City staff and the public. The City Clerk also operates a Passport Acceptance Office on behalf of the United States Department of State at City Hall.

The City's Information Technology Division partners with and reports to the City Clerk. The City Clerk is supported by a part-time administrative clerk who assists in the advancement of program automation and division goals, processes passport applications, assists with records and information management and automation, preserves the City's legislative history and participates actively in website maintenance and development.

FY 2013-14 ACCOMPLISHMENTS
Inventoried and managed records eligible for destruction in accordance with the City's records retention schedule and began update of the records retention schedule and all records policies
Maintained a busy Passport Acceptance Office on behalf of the United States Department of State at City Hall, with approximately 470 passport applications this fiscal year and 1600 since the program's inception in August 2011; completed training and recertification
Coordinated the 61st Annual Commission Recognition Dinner; the Dinner was a landfill-free event
Coordinated hosting of the Contra Costa County Mayors Conference in El Cerrito
Conducted two Commission staff liaison trainings, began preparation for commission-wide training and ethics training.
Coordinated hosting, noticing of agendas and preparation of minutes for the West Contra Costa Mayors and Supervisors Association meetings July – December 2013.
Upgraded meeting encoder to allow viewing of live and archived meetings on an iPad or other tablets, allowing the public and staff to launch staff reports while viewing the webcast within the Granicus viewer both live and on a 24/7 on-demand basis
Researched, received training and beta tested the Granicus iLegislate paperless agenda application for deployment on mobile devices
Fulfilled all requirements and achieved Master Municipal Clerk certification from the International Institute of Municipal Clerks; only 11% of IIMC members have achieved MMC certification
Installed as a Fellow into the IIMC Athenian Leadership Society; one of 51 Fellows throughout the United States and one of four in California.

Strategic Plan Alignment

Table 3-3 shows the services performed by the City Clerk as aligned to the Strategic Plan.

Table 3-3
City Clerk Strategic Plan Alignment

Program or Service	Strategic Plan Goal	Activity Required By:	Duration
Agenda Management & Transparency	Exemplary Services	State	Ongoing
Board and Commission Administration	Sense of Place & Identity	City	Ongoing
FPPC Conflict of Interest Administration	Financial Sustainability	State	Ongoing
FPPC Campaign Disclosure Administration	Financial Sustainability	State	Ongoing
Records Management & Public Records Act	Financial Sustainability	State	Ongoing
Elections Administration	Exemplary Services	State	Onetime FY14-15
City Council Events and Support	Exemplary Services	City	Ongoing
Passport Acceptance Office	Exemplary Services	No	Ongoing
City Manager Support / Public Information / Resident Relations	Exemplary Services	City	Ongoing
Maintain and Update Municipal Code	Exemplary Services	State	Ongoing

HUMAN RESOURCES DIVISION

The newly titled Human Resources Division (formerly Employee Services) is part of the City's overall reorganization efforts to align the division with the evolution from a personnel-based focus to a human resources-based focus. Human Resources is a stand-alone division that reports to City Management.

Human Resources develops, implements, supports and manages a comprehensive human resources and risk management function to ensure quality service to the organization and to the community. A variety of central services are also provided. These services are accomplished by:

- Developing and maintaining human resource policies to support the effective and efficient operations and to maintain legal compliance
- Determining and coordinating unbiased recruitment and selection processes
- Maintaining the City's classification and compensation plans
- Leading and/or supporting the meet and confer process with employee organizations
- Providing labor relations oversight to promote equitable and ethical treatment of the workforce and to reduce liability
- Coordinating/monitoring Citywide training and the City's central safety program
- Maintaining personnel and related records
- Providing professional staff support to commissions and committees
- Performing general purchasing and supply functions
- Performing the City's risk management function including maintaining insurance coverage and processing/monitoring Workers' Compensation and liability claims

Risk Management

The City is a member of the Municipal Pooling Authority (MPA), a Joint Powers Authority (JPA) that is both a loss control/risk management consortium and a fund-pooling mechanism for excess coverage of self-insured risks. The Division oversees this program.

FY 2013-14 ACCOMPLISHMENTS
Initiated a contract with Keenan as the City's new insurance broker/consultant in light of the Health Care Reform Act to provide specialized and innovative solutions to keep healthcare costs down
Initiated the EC STARS Intern Program for El Cerrito High School Students in collaboration with the WCCUSD to link students to local government, beginning its second year
Completed recruitments and established viable eligible list to fill current and future vacancies
Initiated, in collaboration with the line departments and MPA, an update to the City's Illness and Injury Prevention Program (IIPP)

Strategic Plan Alignment

Table 3-4 shows the services performed by the Human Resources Division as aligned to the Strategic Plan.

Table 3-4
Human Resources Strategic Plan Alignment

Program or Service	Strategic Plan Goal	Activity Required By:	Duration
Develop and maintain human resources policies and procedures	Exemplary Services	City	Ongoing
Maintain the City's Classification and compensation plans	Exemplary Services	City	Ongoing
Process personnel actions and maintain personnel records	Exemplary Services	City	Ongoing
Provide consultation and guidance to staff	Exemplary Services	City	Ongoing
Professional development: Stay abreast of federal/state laws and best practices, current industry trends	Exemplary Services	City	Ongoing
Provide staff support to the Civil Service and Human Relations Commissions	Exemplary Services	City	Ongoing
Manage contract negotiations, contract administration and interpretation, meet and confer process, grievance resolution and discipline matters	Exemplary Services	City	Ongoing
Provide oversight to promote equitable and ethical treatment of the workforce and reduce liability	Exemplary Services	City	Ongoing
Coordinate/monitor Citywide training	Exemplary Services	City	Ongoing
Develop and train staff on HR processes	Exemplary Services	City	Ongoing
Manage recruitment process	Exemplary Services	City	Ongoing
Manage employee benefit programs	Exemplary Services	City	Ongoing
Oversee the annual open enrollment process	Exemplary Services	City	Ongoing
Oversee the City's general liability, worker's comp, property, vehicle and other insurance programs	Exemplary Services	City	Ongoing
Evaluate risk exposures and provide recommendations to reduce risks	Exemplary Services	City	Ongoing
Implement the EC STARS Intern Program in collaboration with the WCCUSD	Sense of Place & Identity	City	Ongoing
Complete conversion of HRIS	Exemplary Services	City	Onetime FY14-15
Implement Position Control	Exemplary Services	City	Duration
Manage employee wellness program	Exemplary Services	City	Ongoing

INFORMATION SYSTEMS DIVISION

The Information Systems Division seeks to provide and maintain information services including data, voice, video, hardware, and software to serve city residents and businesses, departments and City facilities. The Division works with multiple technologies to choose the appropriate solution for the City's needs. The Division's challenge is to work within the budget to stay current and provide solutions as technology continues to change.

The Information Systems Services Division performs the following tasks:

- Maximizes the use of the City's information and telecommunications systems resources
- Assists all computer and telephone users in gaining access to user systems and resolve user problems as they arise
- Plans for and facilitates the growth of the information and telecommunication systems in terms of both hardware and software
- Facilitates the increased productivity of all City departments through the use of the City's data processing and telecommunication resources
- Enhances the City's ability to reach out to its residents through information technology
- Provides 24/7 on-demand webcast and live TV broadcast of City Council Meetings
- Troubleshooting and maintenance of the City's HVAC, Alarm, Light and Surveillance systems

The overall goal is to provide and maintain efficient, cost effective and reliable information systems to City offices and departments that serve the public in El Cerrito.

FY 2013-14 ACCOMPLISHMENTS
Maintained an efficient and effective technology infrastructure with zero interruption or downtime of servers, data and voice systems
Strengthened security throughout the City's technology infrastructure and ensured that baseline technology systems are recoverable in disaster situations
Performed a major upgrade to the Police Departments records and communications software
Ensured that all technical aspects of new software initiatives are implemented on time
Acted as lead technical personnel in troubleshooting complex integration issues with multiple vendors while assisting the Fire Department with its implementation of a patient care report system that allows paramedics in the field to upload AED and medical information to the County and hospital prior to a patient's arrival at the hospital

Strategic Plan Alignment

Table 3-5 shows the services performed by the Information Systems Division as aligned to the Strategic Plan.

Table 3-5
Information Systems Strategic Plan Alignment

Program or Service	Strategic Plan Goal	Activity Required By:	Duration
Maximize use of the City's information and telecommunications systems resources; plan for and facilitate the growth of IT systems (hardware & software)	Exemplary Services	No	Ongoing
Assist users and trouble shoot computer and telephone systems	Exemplary Services	No	Ongoing
Strengthen internal controls and security throughout the City's technology infrastructure	Exemplary Services	State	Ongoing
Standardize, integrate and consolidate IT resources to achieve a scalable technology infrastructure that maximizes return on investment	Exemplary Services	No	Ongoing
Enhance public outreach/communication through information technology	Exemplary Services	No	Ongoing
Maintain efficient, cost effective and reliable information systems	Exemplary Services	No	Ongoing
Troubleshoot video surveillance systems	Public Health & Safety	No	Ongoing
Continued monitoring of the HVAC system, lighting and alarm systems	Public Facilities	City	Ongoing
Consult with departments regarding initiatives to enhance efficiency through process improvement, software implementation, expanded online services, enhanced civic engagement and more sophisticated data analysis with an eye toward standardization, integration and consolidation across departments to maximize return on investment.	Financial Sustainability	City	Ongoing
Ensure baseline technology systems are recoverable in disaster situations.	Exemplary Services	State	Ongoing
Create/continually review policies re: protecting the City's information and technology assets from threats associated with unauthorized access, inappropriate use, information leakage, data integrity and natural disasters.	Exemplary Services	No	Ongoing

SECTION 4:

COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development Department's mission is to deliver services, projects and programs that provide a safe, connected, environmentally-focused and high quality of life in El Cerrito. The Department achieves this mission through planning and implementing programs and private and public projects that promote community, health and safety, environmental quality and economic vitality.

DEPARTMENT OVERVIEW

The Community Development Department provides the community with innovative and practical solutions to enhance a prosperous, well-connected, healthy and sustainable city. Through the integration of the divisions of current and advanced Planning, Building, Economic Development, Housing and Sustainability, the Department strives to maintain and enhance the City as a healthy, attractive, and resilient community. To attain these goals, the Department's primary responsibilities are to:

- Implement and help develop the vision of the City Council and residents of El Cerrito through implementing existing plans and policies and leading the ongoing development and implementation of the General Plan, Specific Plans, and other long-range comprehensive planning documents such as the Climate Action Plan, Complete Streets Plan, Active Transportation Plan and Urban Greening Plan
- Monitor and assure compliance with other regional and State policies such as those articulated in Plan Bay Area, the Bay Area's Sustainable Community Strategy
- Ensure the creation and maintenance of an attractive, safe community with a high quality, balanced and appropriate mix of land uses and amenities
- Enhance the existing built environment by supporting and encouraging investment in our homes, neighborhoods, businesses and public places in a safe and efficient manner
- Provide programs that are inclusive and engage, involve and educate the community
- Collaborate with other departments, regional agencies and the private sector to leverage resources and assure that programs and projects are consistent with the City's vision, mission and adopted Plans
- Identify and pursue projects, policies and programs that improve the overall environmental sustainability and economic vitality of El Cerrito
- Provide customer-friendly, responsive, efficient, collaborative and accurate services to all

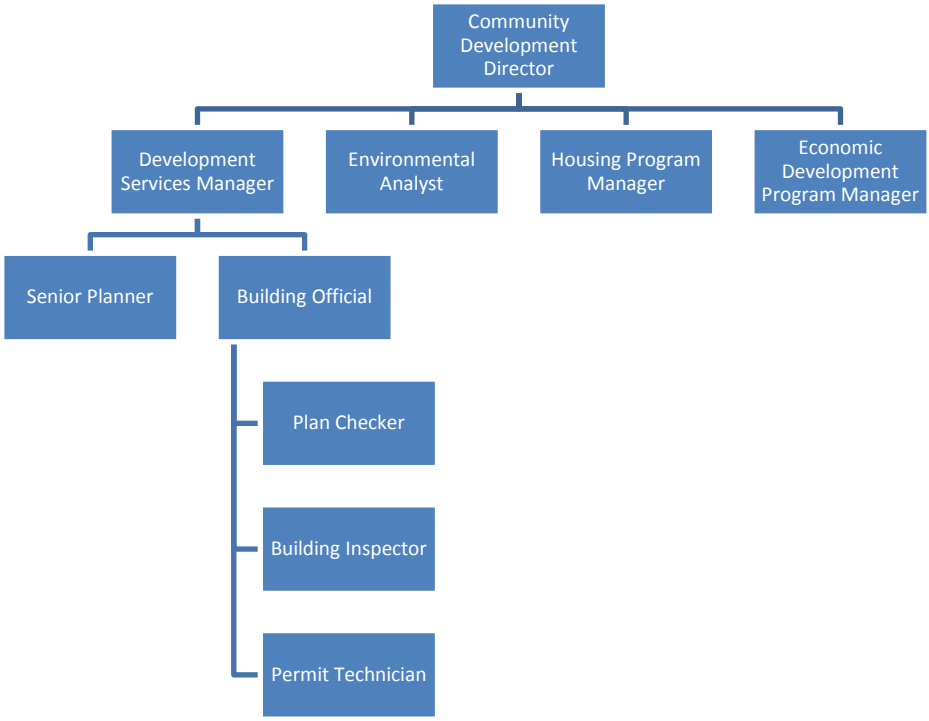
Organizational Structure

The Community Development Department includes the Planning and Building Division and the Community Sustainability Division. Together the two divisions work on current and advanced private and public development planning efforts and projects. The Planning and Building Division encompasses the City's current and comprehensive Planning and Building functions and Code

Enforcement. Community Sustainability includes Environmental Sustainability, Economic Development, Housing, and Special Programs, Plans and Projects. The Department provides staff to the City's Planning Commission, Design Review Board, Environmental Quality Committee and Economic Development Board.

Chart 4-1 shows the organizational structure of the Department:

Chart 4-1
Community Development Department



Position Listing

Table 4-1 shows the position listing for the Department:

Table 4-1
Community Development Department Position Listing

COMMUNITY DEVELOPMENT DEPARTMENT	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Environmental Analyst	1	1	1	1	1
Administrative Clerk	1	0	0	0	0
Building Inspector I	1	1	0.5	0.5	0.5
Building Inspector II	2	1	1	1	1
Building Inspector II (underfill Building Inspector I)	0	1	1	1	1
Building Official	1	1	1	1	1
Building Plan Checker II	1	1	1	1	1
Community Development Director	1	1	1	1	1
Development Services Manager	1	1	1	1	1
Permit Technician I	2	2	1	1	1
Permit Technician III	0	1	1	1	1
Senior Planner	2	2	2	2	2
Senior Program Manager	2	2	2	2	2
COMMUNITY DEVELOPMENT TOTAL	**15**	**15**	**13.5**	**13.5**	**13.5**

Strategic Plan Alignment

Table 4-2 shows the services performed by the Community Development Department as aligned to the Strategic Plan.

Table 4-2
Community Development Department
Strategic Plan Alignment

Program or Service	Strategic Plan Goal	Activity Required By:	Duration
Provide "front counter" customer service (technical assistance, information, education) for Planning and Building projects and general frontline City Hall customers	Exemplary Services	City	Ongoing
Provide Plan Check and Permits for Building and Planning projects	Exemplary Services	State	Ongoing
Provide Plan Review/Entitlement for development projects	Exemplary Services	State	Ongoing
Increase availability of online services for Building and Planning	Exemplary Services	No	Multi Year
Assure all built projects satisfy health and safety regulations and the California Building Code	Exemplary Services	State	Ongoing
Assure all City and private projects are consistent with the California Environmental Quality Act	Environmental Sustainability	State	Ongoing
Coordinate and perform Code Enforcement Activities	Public Health & Safety	City	Ongoing
Develop policy to regulate rental properties (short-term, vacation and long-term)	Public Health & Safety	No	Onetime FY14-15
Staff Planning Commission and Design Review Boards	Sense of Place & Identity	City	Ongoing
Conduct (& implement) Advanced Planning (General Plan, Housing Element and Special Plans such as Climate Action, Specific Plans, and Master Plans)	Sense of Place & Identity	State	Ongoing
Update Housing Element	Sense of Place & Identity	State	Onetime FY14-15
Develop funding to update General Plan	Sense of Place & Identity	State	
Foster citywide sustainability through development and implementation of policies, projects, programs and community involvement activities	Environmental Sustainability	City	Ongoing
Investigate feasibility of a Community Choice Aggregation	Environmental Sustainability	City	Onetime FY14-15
Develop outdoor lighting ordinance to establish dark sky requirements	Environmental Sustainability	No	Onetime FY14-15
Develop mechanisms to streamline solar and other energy and water efficiency related permit processes	Environmental Sustainability	City	Multi Year

Staff the Environmental Quality Committee	Environmental Sustainability	No	Ongoing
Staff the Economic Development Committee	Financial Sustainability	No	Ongoing
Complete the San Pablo Avenue Specific Plan and Complete Streets Planning effort (incl. GP Amendment, Zoning Ordinance, EIR etc.)	Sense of Place & Identity	City	Multi Year
Catalyze TOD development and improvements at del Norte and EC Plaza	Sense of Place & Identity	No	Ongoing
Work with regional trip reduction programs to develop trip reduction and parking demand management programs	Environmental Sustainability	City	Ongoing
Lead development of the Urban Greening Plan	Sense of Place & Identity	No	Multi Year
Seek and develop outside funding to achieve City goals	Financial Sustainability	No	Ongoing
Coordinate with Public Works to update the City's Bicycle and Pedestrian/Circulation Plan(Active Transportation Plan)	Environmental Sustainability	City	Multi Year
Complete Economic Development Action Plan	Financial Sustainability	City	Onetime FY14-15
Complete entitlement and DDA for TOD at Mayfair	Sense of Place & Identity	No	Multi Year
Administer DDLA for Eden Senior Housing on San Pablo	Sense of Place & Identity	No	Multi Year
Manage the City's Affordable Housing program	Sense of Place & Identity	State	Ongoing
Review and make recommendation pertaining to the City's Historic Preservation policy	Sense of Place & Identity	No	Onetime FY14-15
Complete Acquisition of Hillside Natural Area property	Sense of Place & Identity	City	Onetime FY14-15
Complete Ohlone Greenway Natural Area project	Public Facilities	No	Onetime FY14-15
Initiate development of Del Norte Precise Plan	Sense of Place & Identity	No	Multi Year
Develop first CAP implementation report and updated GHG emissions inventory	Environmental Sustainability	City	Onetime FY14-15
Serve on the Oversight Board of the El Cerrito Redevelopment Successor Agency	Financial Sustainability	No	Ongoing
Participate in regional and statewide committees	Exemplary Services		Ongoing
Administer grants and consultant contracts	Financial Sustainability		Ongoing

COMMUNITY DEVELOPMENT DEPARTMENT

BUDGET SUMMARY

Community Development Department Expenditures All Funds	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$1,567,991	$1,364,845	$1,549,771	$1,505,770	$1,566,896
Purchased Professional & Technical Services	75,967	334,876	1,072,625	323,500	259,500
Purchased Property Services	32,400	10,094	19,980	14,700	19,300
Other Purchased Services	36,665	49,163	113,718	94,328	75,320
Supplies	15,312	21,005	25,800	20,300	19,800
Property & Capital	6,845	893,482	5,700	5,700	5,700
Financing Costs	2,418,523				
Other Financing Uses	4,956,360		3,391,152	35,000	
Total Expenditures	**$9,110,064**	**$2,673,464**	**$6,178,746**	**$1,999,298**	**$1,946,516**

General Fund (101)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$1,304,645	$1,275,243	$1,101,988	$1,418,562	$1,475,244
Purchased Professional & Technical Services	57,478	256,550	322,500	213,500	219,500
Purchased Property Services	13,548	2,039	9,500	5,000	9,500
Other Purchased Services	35,313	47,392	37,000	64,500	71,000
Supplies	14,502	19,855	15,000	19,000	18,500
Property & Capital	6,845	3,482	5,700	5,700	5,700
Other Financing Uses	3,950,000				
Total Expenditures	**$5,382,331**	**$1,604,559**	**$1,491,688**	**$1,726,262**	**$1,799,444**

Federal, State & Local Grants (221)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services			$357,945		
Purchased Professional & Technical Services			292,125	100,000	
Other Purchased Services			73,498	26,498	
Supplies			9,500		
Other Financing Uses				35,000	
Total Expenditures	**$0**	**$0**	**$733,068**	**$161,498**	**$0**

City LMI Housing Fund (232)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$43,294	$89,602	$89,838	$87,208	$91,652
Purchased Professional & Technical Services	3,458	4,763	36,000	10,000	40,000
Purchased Property Services	3,782	8,056	10,480	9,700	9,800
Other Purchased Services	840	1,771	3,220	3,330	4,320
Supplies	497	1,151	1,300	1,300	1,300
Property & Capital		890,000			
Other Financing Uses	(5,463,441)		531,152		
Total Expenditures	**($5,411,570)**	**$995,342**	**$671,990**	**$111,538**	**$147,072**

City Housing Trust Fund (231)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Other Financing Uses			$2,860,000		
Total Expenditures	**$0**	**$0**	**$2,860,000**	**$0**	**$0**

Capital Improvement Fund (301)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Purchased Professional & Technical Services	$4,305	$73,563	$422,000		
Total Expenditures	**$4,305**	**$73,563**	**$422,000**	**$0**	**$0**

Redevelopment Agency (801)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$176,309				
Purchased Professional & Technical Services	7,818				
Purchased Property Services					
Other Purchased Services					
Supplies					
Financing Costs	507,493				
Other Financing Uses	2,070,500				
Total Expenditures	**$2,762,120**	**$0**	**$0**	**$0**	**$0**

Redevelopment LMI Housing Fund (802)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$43,744				
Purchased Professional & Technical Services	2,908				
Purchased Property Services	15,070				
Other Purchased Services	512				
Supplies	314				
Financing Costs					
Other Financing Uses	4,369,595				
Total Expenditures	**$4,432,142**	**$0**	**$0**	**$0**	**$0**

Redevelopment 1997/1998 TAB Debt Service Fund (804)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Purchased Professional & Technical Services					
Financing Costs	$773,485				
Other Financing Uses	29,705				
Total Expenditures	**$803,190**	**$0**	**$0**	**$0**	**$0**

Redevelopment 2004 TAB Debt Service Fund (814)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Financing Costs	$1,137,545				
Other Financing Uses	$1				
Total Expenditures	**$1,137,546**	**$0**	**$0**	**$0**	**$0**

Community Development Department Revenues All Funds	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Property & Other Taxes	$2,711,196	$205	$4,900	$1,000	$1,000
Licenses & Permits	518,276	516,703	606,000	531,000	593,000
Use of Money & Property	83,511	149			
Intergovernmental Revenues	166	31,093	3,079,498	141,998	35,000
Charges for Services	500,860	866,740	951,984	755,550	803,250
Other Revenue	40	3,019	41,000	137,284	306,000
Other Financing Sources	4,383,108		598,957	35,000	
Total Revenues	**$8,197,157**	**$1,417,909**	**$5,282,339**	**$1,601,832**	**$1,738,250**

General Fund (101)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Property & Other Taxes	$414	$205	$4,900	$1,000	$1,000
Licenses & Permits	518,276	516,703	606,000	531,000	593,000
Intergovernmental Revenues	166	31,093	28,000	15,500	35,000
Charges for Services	500,860	866,740	951,984	755,550	803,250
Other Revenue	40	2,019	41,000	62,000	56,000
Other Financing Sources				35,000	
Total Revenues	**$1,019,755**	**$1,416,760**	**$1,631,884**	**$1,400,050**	**$1,488,250**

Federal, State & Local Grants (221)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Intergovernmental Revenues			$191,498	$126,498	
Other Financing Sources			598,957		
Total Revenues	**$0**	**$0**	**$790,455**	**$126,498**	**$0**

City LMI Housing Fund (232)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Property & Other Taxes					
Use of Money & Property	$306	$149			
Other Revenue	0	1,000		$75,284	$250,000
Total Revenues	**$306**	**$1,149**	**$0**	**$75,284**	**$250,000**

City HousingTrust Fund (231)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Intergovernmental Revenues			$2,860,000		
Total Revenues	**$0**	**$0**	**$2,860,000**	**$0**	**$0**

Redevelopment Agency (801)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Property & Other Taxes	$2,168,626				
Use of Money & Property	83,202				
Other Financing Sources	1,820,000				
Total Revenues	**$4,071,828**	**$0**	**$0**	**$0**	**$0**

Redevelopment LMI Housing Fund (802)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Property & Other Taxes	$542,157				
Other Financing Sources	2,130,000				
Total Revenues	**$2,672,157**	**$0**	**$0**	**$0**	**$0**

Redevelopment 1997/1998 TAB Debt Service Fund (804)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Use of Money & Property	$2				
Other Financing Sources	107,417				
Total Revenues	**$107,419**	**$0**	**$0**	**$0**	**$0**

Redevelopment 2004 TAB Debt Service Fund (814)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Use of Money & Property	$2				
Other Financing Sources	325,691				
Total Revenues	**$325,692**	**$0**	**$0**	**$0**	**$0**

PLANNING AND BUILDING DIVISION

The Planning and Building Division's mission is to promote safety and livability through efficient and collaborative application of building and development codes.

The Planning section guides all interested stakeholders through the phases of the development review process. From home additions and remodels to new multi-family, mixed-use structures, planning staff guides project applicants through the planning entitlement process. The framework for these processes are found in the policy documents and the municipal code sections that implement community goals and protect and enhance community resources while considering new development. They also lead the city efforts in the compliance of California Environmental Quality Act.

The Building section provides plan review and inspection services as well as educational outreach to businesses and property owners wishing to improve their property. From kitchen remodels to new multistory construction, staff oversees the construction of our built environment. They meet with community members at the counter and in the field to assure their improvements comply with existing fire and building code. They identify work being done without permit and resolve unsafe construction. They are the stewards of life safety, earthquake safety, accessibility, energy efficiency, and code enforcement throughout the city.

Responsibilities of the Planning and Building Division include:

- Provide a clear process for the review of new development projects
- Implement and enforce all local and state regulations pertaining to development for new construction, additions to and changes of use for existing buildings
- Coordinate Citywide staff review (Engineering, Police, Fire, Environmental Services) of all development proposals as early as possible to give integrated information to project proponents
- Serve as staff to the Planning Commission and Design Review Board
- Review Planning and Building policies, procedures, fees, and codes; recommend and update same to provide highest standards and compliance with State and Regional laws and City Council policies, goals and objectives
- Lead and coordinate the development and implementation of the City's General Plan and Housing Element and other comprehensive planning efforts
- Manage citywide Residential Rental Housing Inspection program
- Serve as Zoning and CEQA Administrator for the City and ensure all departments are compliant with local and state laws
- Perform and coordinate Code Enforcement activities

FY 2013-14 ACCOMPLISHMENTS
Processed entitlements, including Environmental Impact Report, for the Eden Senior Housing project
Performed Plan Check, issued Building permits and provided construction inspection for the Ohlone Gardens affordable housing project
Provided major projects coordination for processing of Creekside Walk 120-unit residential project building permit submittal, including coordination and implementation of the complex conditions of approval. Permit conditions include contributions to affordable housing and public safety, creek daylighting, offsite circulation improvements.
Completed and released for review the San Pablo Avenue Specific Plan, Complete Streets Plan and Programmatic Environmental Impact Report in coordination with Public Works
Coordinated adoption and customized new Building Code
Developed written standard conditions to minimize offsite impacts during construction of new complex projects
Coordinated the on-going rental inspection program, which inspected 500 rental units this year to assure safe and sanitary conditions of rental housing units
Initiated 2014-2022 update to the Housing Element of the General Plan

Service Indicators

Chart 4-2 and Table 4-3 depict the workload statistics of the Planning and Building Division for the last four fiscal years. The number of applications that require more complex review, including Planning Commission or Design Review Board review, have increased this year. Items including administrative design review, Residential Accessory Design Review (RAD), appeals of Planning Commission or Design Review decisions, and over-the-counter permits such as Home Occupations and Fence Clearances are also showing increases in activity.

The overall number of building permits has continued to rise every year. This fiscal year includes many permits for small projects. Also included in this fiscal year's revenue projections are the 57-unit Ohlone Gardens affordable housing project and five new single family dwellings.

Chart 4-2
Planning Permits by Fiscal Year

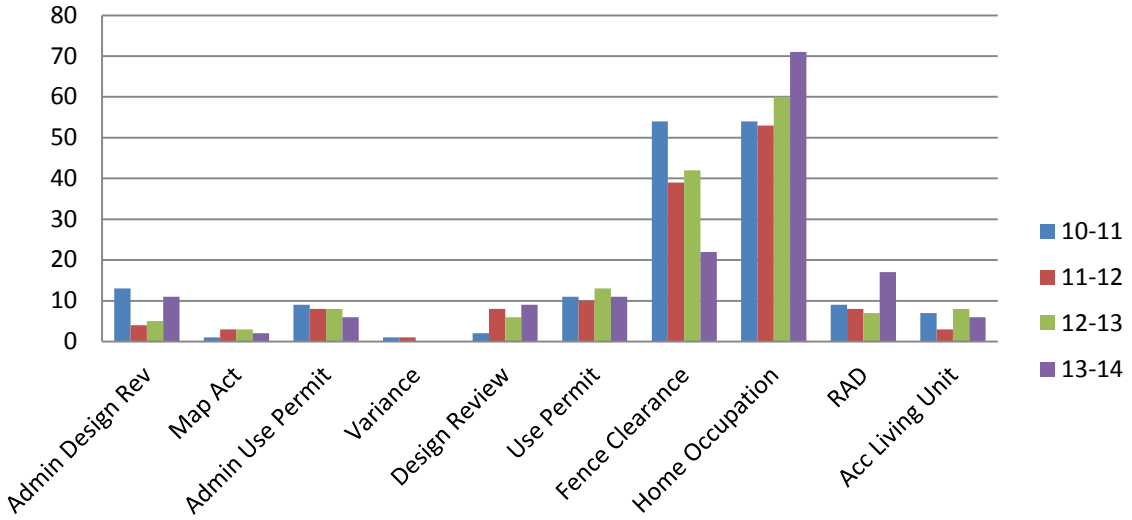


Table 4-3
Permit Issuances and Construction Value

Fiscal Year	Total Permits Issued	Total Const. Valuation
2010-2011	1,249	$21,731,299
2011-2012	1,572	$22,878.198
2012-2013	1,625	$18,976782
2013-2014*	1,391	$32,025,543*
** Total as of May 2014*		

Chart 4-4
Building Permit Total Construction Valuation

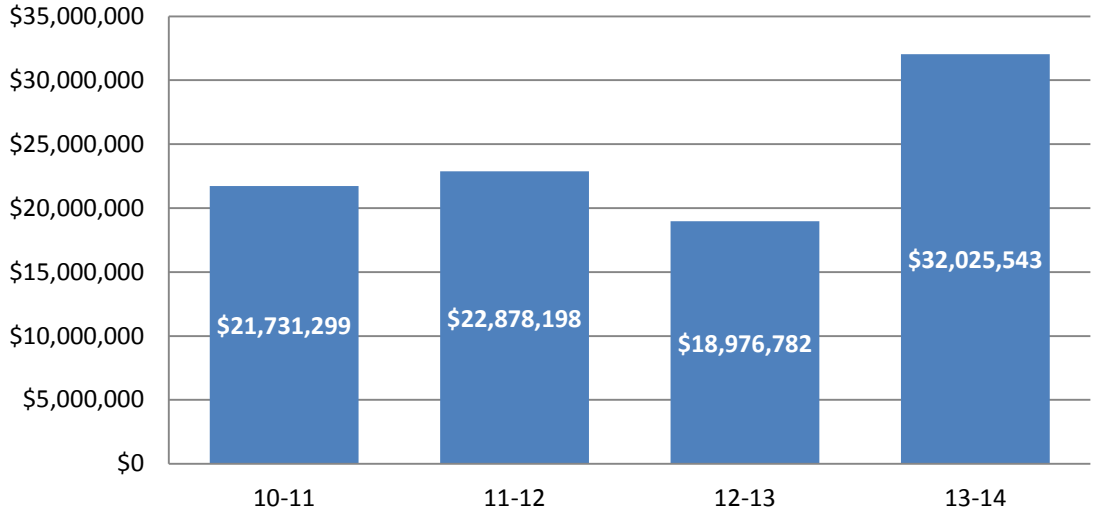


Chart 4-5
Building Permits Issued by Fiscal Year

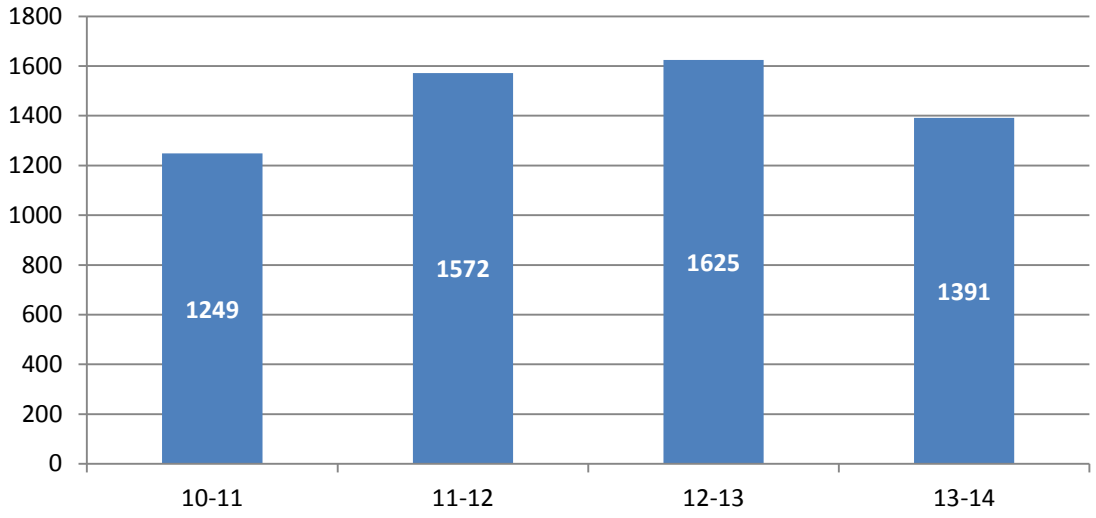


Chart 4-6
Annual Inspections

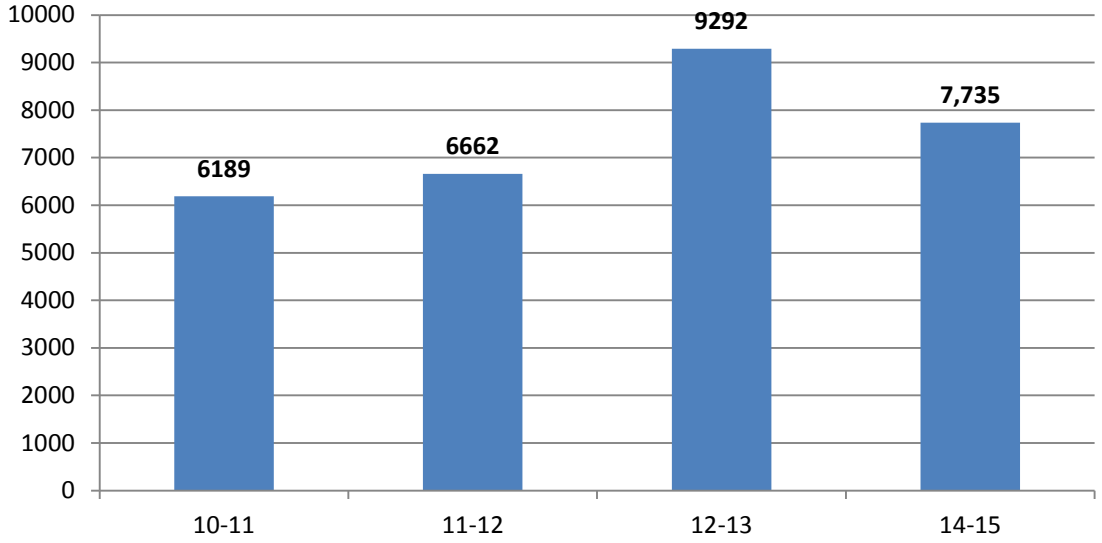


Table 4-4
Inspection Activity

Fiscal Year	Average Monthly Inspections	Annual Inspections
2010-2011	515	6,189
2011-2012	555	6,662
2012-2013	744	9,292
2013-2014*	644	7,735

**Total as of May 2014*

COMMUNITY SUSTAINABILITY DIVISION

The Community Sustainability Division plays a leadership role in promoting the long-term economic and environmental well-being of the City, developing and implementing programs and projects that deepen the City's identity as an environmentally-focused and economically-vibrant and inclusive community. The Division accomplishes its mission through developing, supporting and managing a broad array of activities related to economic development, housing, advanced planning, and environmental sustainability including:

- Develops and implements programs and policies that seek to foster a strong, diverse, equitable and sustainable economic base that provides employment and business opportunities, supports businesses and increases tax revenues
- Strengthens relationships with public and private partners, residents, businesses, schools, and community groups
- Develops and implements policies and programs to conserve and improve El Cerrito's existing housing supply and encourage the development of a range of housing types to meet the needs of our diverse population
- Develops, implements and monitors the City's sustainability initiatives and policies, including the Climate Action Plan
- Provides public engagement, educational opportunities and innovative programs to involve the public in creating a connected, sustainable and economically vibrant community

- Seeks funding and partnerships to develop and build place-making and community improvements
- Provides lead staff, project management and community involvement for special projects and planning efforts
- Provides staff to the Environmental Quality Committee and Economic Development Committee
- Coordinates interdepartmentally on community development and sustainability projects
- Actively participates in regional and state working groups to promote and support legislation and funding opportunities to realize Council goals

FY 2013-14 ACCOMPLISHMENTS
Developed an Exclusive Negotiating Rights Agreement (ENRA), first Amendment to the ENRA and a Term Sheet for the purchase and development of Transit-Oriented Development on the MSC-owned Mayfair Block and initiated project planning
Managed and completed construction of five municipal solar projects, installed the City's first public Electric Vehicle Charging Station at City Hall, and managed the Ohlone Greenway Natural Area and Rain Garden Project
Provided major project coordination and negotiated final terms of City's housing loan to the Ohlone Gardens, a new affordable mixed-use development which broke ground in April and successfully entitled and executed a Disposition Development and Loan Agreement for Eden Senior Housing Project at 10848-10860 San Pablo Avenue
Initiated development of the grant-funded Citywide Urban Greening Plan, including administration of the $239,498 Proposition 84 Planning Grant and oversaw the development of the Active Transportation plan in coordination with Public Works
Secured outside grant funds to further City place making and mode shift efforts, including $100,000 in Safe Routes to Transit funding to further design the San Pablo Avenue Complete Streets Project and $3.4 million in One Bay Area Grant (OBAG) funding to design and construct the Ohlone Greenway Station Access, Safety and Placemaking Improvement projects in coordination with Public Works
Oversaw execution of a Purchase and Sale Agreement with the Trust for Public Land to purchase 8.08 acres of Hillside Natural Area property and secured $251,525 in Land Water Conservation Funding for the acquisition
Submitted grant applications to further advanced planning and economic development efforts. Awarded $302,500 to complete a Del Norte Area Precise Plan from the Metropolitan Transportation Commission
Oversaw the reorganization of the Economic Development Board into the Economic Development Committee and the update of the 2007 Economic Development Action Plan
In partnership with regional partners (ABAG, PG&E, and EBMUD), hosted a Green Home Workshop Series to educate residents on best practices in home energy efficiency, water conservation and re-use, and solar energy systems

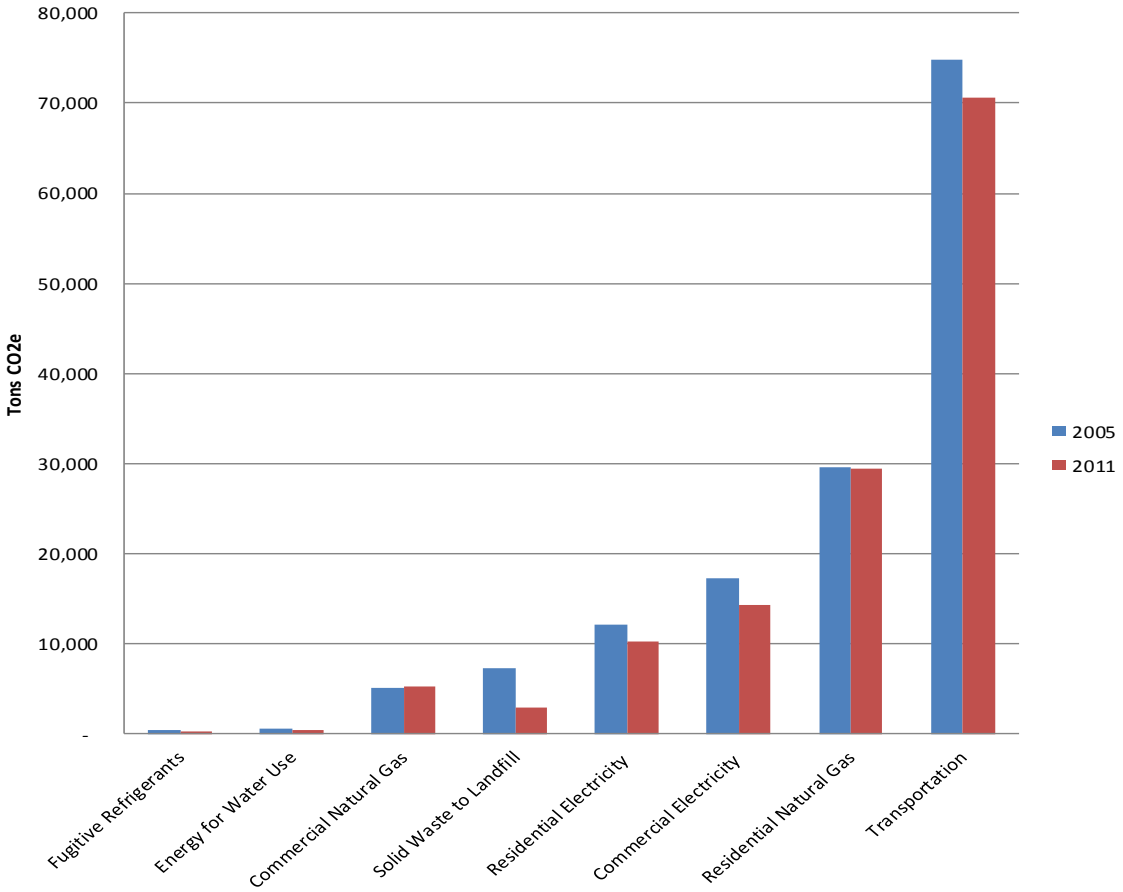
Service Indicators

In its work to promote the long-term economic and environmental well-being of El Cerrito, the Community Sustainability Division tracks various indicators related to economic development, community engagement, and environmental sustainability.

Environmental Sustainability

The Community Sustainability Division is the lead in implementing the El Cerrito Climate Action Plan (CAP), adopted May 2013. This year the Division began work on monitoring progress towards achieving the City's CAP goal of reducing greenhouse gas (GHG) emissions by 15% below 2005 levels by 2020. GHG emissions, as measured using pounds of equivalent carbon dioxide (CO2e), are a good indicator of environmental impact, as CO2e measures resource use and efficiency across key economic sectors. **Chart 4-7** compares total annual GHG emissions by source of emissions for the years 2005 and 2011, indicating that El Cerrito's community emissions are down 9% from 2005, well on target to meet the 2020 goal of 15% reductions. All sources of emissions, except natural gas use in both the commercial and residential sectors, declined significantly. The largest reductions in GHGs came from less waste going to the landfill, lower vehicle miles traveled coupled with the increased efficiency of the cars in California, and commercial electrical use. The recession may have played a role in these declines; further monitoring of emissions in rebound years will help determine the extent of the recession's effect on GHG emissions.

Chart 4-7
Community Greenhouse Gas Reductions 2005-2011



Community Engagement

Educational workshops, community input opportunities, and public information are key to the City meeting its economic and environmental stewardship goals, as well as to helping El Cerrito strengthen its relationships with public and private partners, residents, businesses, schools, and community groups. The Department liaisons with four City boards, commissions, and/or committees. It also organizes numerous workshops to gather community input and to provide community members with special educational opportunities. The chart below shows a summary of community engagement activities (not including Design Review Board, Economic Development Committee, Planning Commission or Environmental Quality meetings) in FY 2013-14. The Division tracks number of activities and participation each year to gauge staff resources and to track Division efforts to increase participation and community involvement over time.

Table 4-5
Community Engagement Statistics

Community Input	Meetings	# of Meetings	Participants
	Urban Greening Plan Task Force	2	9
	Urban Greening Survey		822
	4-Plan Community Workshops	2	91
	Eden Senior Housing Community Workshop	1	20
	Active Transportation Plan Bicycle Tour	1	10
	Active Transportation Plan Walking Tour	1	13
Educational Workshops	**Workshops/Events**	**# of Events**	**Participants**
	Entrepreneur Training Series	1	8
	ADA Compliance Workshop	1	14
	EQC Eco-Film Series	2	212
	Green Home Workshop Series	2	140
Totals	**Meetings/Events**		**Participants**
			1339

SECTION 5:
FINANCE DEPARTMENT

The mission of the Finance Department is to support the financial and fiscal sustainability of the City, its agencies and corporations; and to ensure their activities are performed, recorded and presented in compliance with professional and ethical standards.

DEPARTMENT OVERVIEW

The Finance Department administers the financial affairs of the City, with particular focus on the following functions and activities:

Budget and Treasury

- Compiles data and statistics, and develops financial analysis and revenue forecasts
- Leads the City's budgeting and financial planning activities
- Manages cash flow, investments and the issuance and maintenance of outstanding debt
- Ensures that the City's various assessments and taxes are appropriately placed on the County's property tax bill
- Manages the annual update of the City's Master Fee Schedule
- Records and accounts for all receipts and disbursements of cash in all City bank accounts
- Administers fiscal controls and policies
- Compiles and produces external documents, e.g. the Annual Budget, the Annual Capital Improvement Budget, and the Annual Financial Report

Accounting

- Manages general accounting, payroll preparation and reporting, accounts payable and receivable functions, financial analysis, special grants and funds accounting
- Administers and controls the City's on-line financial management information systems
- Administers internal and external financial information reporting
- Prepares periodic and annual comprehensive financial reports for the City, its agencies and corporations, and the annual State Controller Reports
- Responsible for the internal control auditing functions of the City, its agencies and corporations

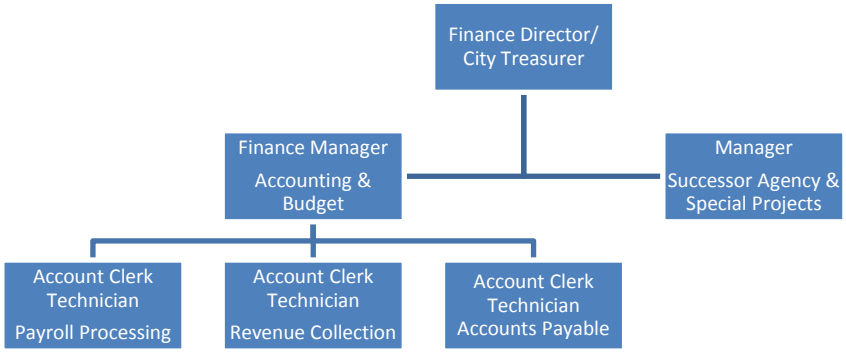
Municipal Services

- Administers the Business License Program
- Responds to requests for financial information from state and local agencies and provides general customer service support
- Manages, and assists departments that manage, the purchase, lease, or disposition and development of real property assets of the City, its agencies and corporations to maximize both ongoing and one-time revenue
- Provides staff support to the City's Financial Advisory Board (FAB)

- Administers the El Cerrito Redevelopment Agency Successor Agency, providing staff support to its governing board and its Oversight Board, managing its Recognized Obligation Payment Schedule process, and implementing its Long-Range Property Management Plan
- Serves as the fiduciary agent for the El Cerrito Municipal Services Corporation, including revenue collection; disbursements for its projects, programs, and grant making; property management; and performance of its obligations under the Cooperation Agreement with the former Redevelopment Agency and performance deeds of trust on properties acquired from the former Redevelopment Agency
- Manages special projects such as tax elections, SB90 reimbursements, legislative review, sales tax audits, and internal control/agreed upon procedures audits, and cost allocation and fee studies

Organizational Structure

The Finance Department's organizational structure is shown on **Chart 5-1**:



Position Listing

Table 5-1 shows the position listing for the Department.

Table 5-1
Finance Department Position Listing

FINANCE DEPARTMENT	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Account Clerk Technician	3	3	3	3	3
Finance Director/City Treasurer (formerly Administrative Services Director)	1	1	1	1	1
Finance Manager	1	1	1	1	1
Manager Successor Agency/Special Projects	1	1	1	1	1
FINANCE DEPARTMENT TOTAL	**6**	**6**	**6**	**6**	**6**

FY 2013-14 ACCOMPLISHMENTS
Implemented long term financial forecasts for special revenue funds
Implemented reporting module in financial system
Increased department access to budget information in financial system
Implementation payroll time entry in the Police Department
More efficient process for handling recurring monthly payments for Retiree Medical benefits
More efficient business license renewal process by using mail service to send out renewal notices and offering online payments

Table 5-2 shows the services performed by the Finance Department as aligned to the Strategic Plan.

Table 5-2
Finance Strategic Plan Alignment

Program or Service	Strategic Plan Goal	Activity Required By:	Duration
Implement quarterly financial monitoring, reporting, analysis, and projections, in coordination with departments, to ensure adequate resources and reserves	Financial Sustainability	City	Ongoing
Review purchasing policies, systems and procedures to identify opportunities for improvements and efficiencies	Exemplary Services	City	Ongoing
Regularly train City staff on financial, purchasing and contracting procedures and processes	Exemplary Services	City	Ongoing
Improve internal controls through cross-training of staff, monitoring of processes and resources, following appropriate accounting procedures, and implementing process improvements where needed	Financial Sustainability	City	Ongoing
Improve customer services levels through staff training, process changes, and collaboration with other departments	Exemplary Services	City	Ongoing
Implement online payment solutions	Exemplary Services	No	Ongoing
Manage cash flow to ensure adequate current resources	Financial Sustainability	City	Ongoing
Continue the administration of the El Cerrito Redevelopment Agency Successor Agency, and staffing of its Oversight Board, to ensure the prompt payment of its Enforceable Obligations	Financial Sustainability	State	Ongoing

FINANCE DEPARTMENT BUDGET SUMMARY

Finance Department Expenditures

All Funds	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$632,896	$598,052	$710,332	$600,189	$624,484
Purchased Professional & Technical Services	232,944	263,755	238,200	168,500	212,500
Other Purchased Services	14,717	10,474	20,900	15,800	20,900
Supplies	9,980	9,024	10,000	10,000	10,000
Property & Capital	18,993	1,319	1,000	1,000	1,000
Financing Costs	3,423,534	4,855,132	2,486,449	1,977,897	1,980,225
Other Financing Uses	3,103,323	3,237,351	4,097,735	1,861,588	1,861,401
Total Expenditures	**$7,436,388**	**$8,975,108**	**$7,564,616**	**$4,634,974**	**$4,710,510**

General Fund (101)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$632,621	$598,022	$710,332	$600,189	$624,484
Purchased Professional & Technical Services	195,446	194,407	211,000	141,000	185,000
Other Purchased Services	14,717	10,474	20,900	15,800	20,900
Supplies	9,980	9,024	10,000	10,000	10,000
Property & Capital	17,006	1,319	1,000	1,000	1,000
Financing Costs	53,835	116,423	166,473	168,921	171,436
Other Financing Uses	739,137	707,784	1,307,765	707,744	708,222
Total Expenditures	**$1,662,743**	**$1,637,452**	**$2,427,470**	**$1,644,654**	**$1,721,042**

Gas Tax Fund (201)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Property & Capital	$1,987				
Other Financing Uses	$395,000	$537,000	$545,000		
Total Expenditures	**$396,987**	**$537,000**	**$545,000**	**$0**	**$0**

Measure J-Return to Source Fund (204)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Other Financing Uses	$249,000	$305,000	$309,000	$0	$0
Total Expenditures	**$249,000**	**$305,000**	**$309,000**	**$0**	**$0**

Storm Drain Fund (205)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Other Financing Uses	$617,550	$406,000	$786,000	$0	$0
Total Expenditures	**$617,550**	**$406,000**	**$786,000**	**$0**	**$0**

Measure A Parcel Tax Fund (206)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Purchased Professional & Technical Services	$14,088	$11,390	$15,000	$15,000	$15,000
Other Financing Uses	365,053	359,513	409,970	420,436	418,951
Total Expenditures	**$379,141**	**$370,903**	**$424,970**	**$435,436**	**$433,951**

Street Improvement Fund (211)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Purchased Professional & Technical Services				$3,000	$3,000
Other Financing Uses	$737,583	$736,722	$740,000	$733,408	$734,228
Total Expenditures	**$737,583**	**$736,722**	**$740,000**	**$736,408**	**$737,228**

Federal, State & Local Grants Fund (221)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted

Personnel Services	$275	$31			
Total Expenditures	**$275**	**$31**	**$0**	**$0**	**$0**

Storm Drain Debt Service Fund (401)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Purchased Professional & Technical Services	$16,780	$2,280	$2,700		
Financing Costs	1,528,638	518,406	518,830		
Total Expenditures	**$1,545,418**	**$520,686**	**$521,530**	**$0**	**$0**

Pension Fund (701)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Purchased Professional & Technical Services	$823	$1,455	$1,500	$1,500	$1,500
Financing Costs	140,947	110,802	111,000	112,476	112,476
Total Expenditures	**$141,769**	**$112,257**	**$112,500**	**$113,976**	**$113,976**

Finance Authority Debt Service Fund (834)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Purchased Professional & Technical Services	$2,148	$52,063	$6,000	$6,000	$6,000
Financing Costs	365,055	2,771,417	359,058	363,324	361,839
Other Financing Uses		185,333			
Total Expenditures	**$367,203**	**$3,008,812**	**$365,058**	**$369,324**	**$367,839**

City Hall Debt Service Fund (835)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Purchased Professional & Technical Services	$2,580	$1,080	$1,000	$1,000	$1,000
Financing Costs	597,408	599,008	595,308	596,768	597,246
Total Expenditures	**$599,988**	**$600,088**	**$596,308**	**$597,768**	**$598,246**

Street Improvement Bond Debt Service Fund (836)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Purchased Professional & Technical Services	$1,080	$1,080	$1,000	$1,000	$1,000
Financing Costs	737,653	739,078	735,780	736,408	737,228
Total Expenditures	**$738,733**	**$740,158**	**$736,780**	**$737,408**	**$738,228**

Finance Department Revenues

General Fund (101)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Charges for Services	$69,552	$70,047	$75,000	$75,000	$79,000
Other Revenue			25,000	25,000	25,000
Total Revenues	**$69,552**	**$70,047**	**$100,000**	**$100,000**	**$104,000**

THE CITY OF
EL CERRITO

SECTION 6:
FIRE DEPARTMENT

The Fire Department's mission is to enhance community safety by reducing loss of life and property and safeguarding the environment by effectively responding to fire, rescue, and medical emergencies, hazardous material incidents, and major disasters. The Department achieves this mission by helping the community reduce the frequency and severity of these emergencies by providing public education programs; reducing threats to public safety by enforcing laws, codes, and ordinances covering fire and life safety; abating identified fire hazards on City, private, and other agencies' property; and maintaining personnel, apparatus, equipment, and facilities in a constantly ready condition.

DEPARTMENT OVERVIEW

The Fire Department's primary responsibility is to keep the residents of El Cerrito and Kensington as safe as possible by developing, providing, and maintaining cost effective fire prevention, fire suppression, and advanced emergency services.

The Department operates three fire stations: Station 71 on San Pablo Avenue, Station 72 on Arlington Boulevard, and Station 65 in Kensington. The City contracts with the Kensington Fire Protection District to provide the full range of fire services to the residents of Kensington. This contract increases the level of service offered to both communities. The Department receives payment from the Kensington Fire Protection District for these services. The amount of the contract is proportionately related to the budgeted costs for the Department each fiscal year. Services to the Kensington Fire Protection District represent approximately 30% of the Department's expenditures.

The Department is able to provide a timely and appropriate level of response through automatic aid response agreements with the City of Richmond Fire Department, the Contra Costa County Fire Protection District and the City of Albany Fire Department. These active partnerships utilize the combined resources of all four agencies to serve the area irrespective of jurisdictional lines.

Department personnel also assist when requested through the use of the State's Master Mutual Aid Program and can be sent all over the western states to assist others in need. In addition, the Department staffs one State Office of Emergency Services (OES) engine that can be called upon to respond throughout the State for major emergencies or disasters. All of the aforementioned departments participate in the cost sharing of dispatch and training services. Meeting common staffing, training, apparatus, and performance standards ensures reciprocity of services.

Prevention and preparedness are key priorities for the Fire Department. The Department is responsible for the City's Emergency Operations Center (EOC) and development of the City's Emergency Operations plan in the event of a major disaster that affects El Cerrito and Kensington. Additionally, the Department runs the very successful Community Emergency Response Teams (CERT) program that trains citizens to be self-sufficient in the event of an emergency. The Department also conducts outreach and educational opportunities to residents,

businesses, and schools in order to inform the public about fire prevention and emergency preparedness techniques.

Organizational Structure

The Fire Department's resources are organized into four divisions: Fire Prevention, Training/EMS, Operations and Support Services. Fire Administration provides management oversight to these four divisions.

Fire Prevention Division

The Department utilizes a line Battalion Chief as Fire Marshal to oversee the Fire Prevention Division. The full fire prevention program includes development, interpretation, and enforcement of codes; review of construction plans; testing of fire protection systems; abatement of identified hazards; and educational programs for the public. A key component of this fire prevention is vegetation management on City, private, and public lands to minimize the effects of a wildland/urban interface fire and resulting structural conflagration. A Fire Prevention Officer provides code enforcement, specialized inspections, and coordination of the Department's line and staff prevention duties.

Training/EMS Division

A significant portion of the Fire Department's resources are dedicated to the task of maintaining departmental resources in a ready state. A department Battalion Chief serves as the company Training Officer and EMS Director. All personnel must maintain a high skill level for a diverse range of responsibilities. Many of these skill levels must be tested and certified annually. Training is both a daily priority and a program vital to providing reliable emergency services. Complex equipment and apparatus require continual testing and training. The Training Officer also supervises and manages the Emergency Medical Programs which encompass the training and operations of the Department's EMTs and Paramedics. The neighborhood disaster preparedness component of the Department's public education program, known as the CERT Program (Community Emergency Response Team), is also managed under this Division.

Operations Division

Emergency Operations of the Fire Department include controlling and extinguishing fires, intervention in medical emergencies that threaten life and health, and protection of life, the environment, and property from the effects of storm, flood, earthquake, disaster, hazardous chemical releases, and other emergency events. This division assists the Training/EMS Division in identifying and prioritizing the necessary training to provide safe and efficient delivery of service. A line Battalion Chief also manages this division.

Support Services Division

The Support Services Division is tasked with ensuring that Department facilities, apparatus, and equipment are maintained in a constant state of readiness that includes annual testing, maintenance, and purchasing. This Division is also in charge of the comprehensive administrative reporting system and the Department's staff level work assignments.

Chart 6-1 provides an organizational overview of the Fire Department:

Chart 6-1
Fire Department Organization Chart

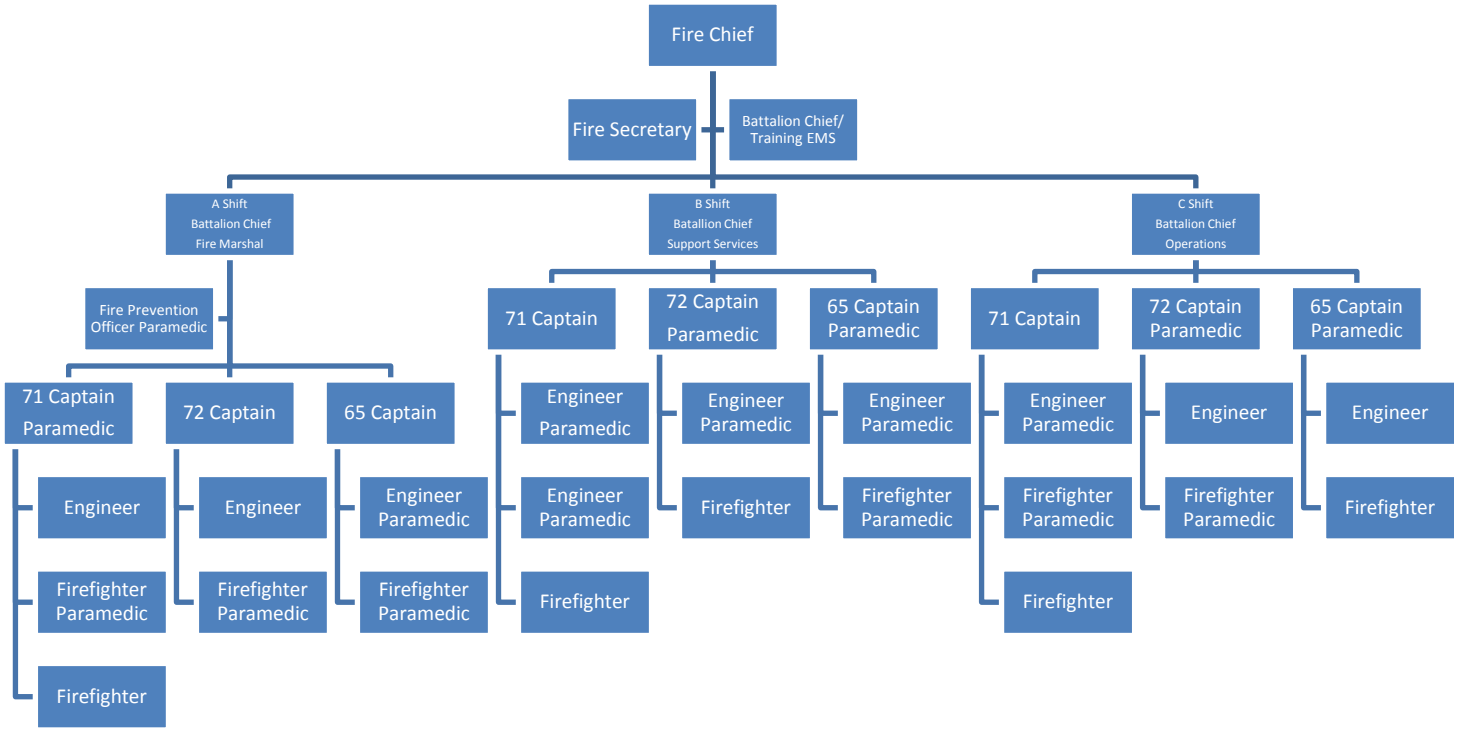


Table 6-1 shows the adopted personnel authorization for the Department. In FY 2014-15 and 2015-16, the overall staffing level will remain the same. This staffing model is designed to assign two paramedic assignments on each responding engine to provide advanced life support services during emergency medical responses.

Table 6-1
Fire Department Position Listing

FIRE DEPARTMENT	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Battalion Chief	3	3	3	3	3
Battalion Chief/Training Officer	1	1	1	1	1
Fire Captain	6	6	4	4	4
Fire Captain/Paramedic	3	3	5	5	5
Fire Captain/Paramedic/FPO	1	1	1	1	1
Fire Chief	1	1	1	1	1
Fire Engineer	2	2	4	4	4
Fire Engineer/Paramedic	10	10	8	8	8
Fire Secretary	1	1	1	1	1
Firefighter	4	4	5	5	5
Firefighter/Paramedic	5	5	4	4	4
FIRE DEPARTMENT TOTAL	**37**	**37**	**37**	**37**	**37**

FY 2013-14 ACCOMPLISHMENTS
Received a Department of Homeland Security Assistant to Firefighter Grant in the amount of $856,406 for the purchase of a replacement Aerial Ladder Truck
Received a Department of Homeland Security Assistant to Firefighter Grant in the amount of $65,338 for the purchase of Automatic Cardiac Compression Devices
Received a State Homeland Security Grant for $79,928 for the purchase of Air Bags and Rescue Strut Supports
Completed an Insurance Service Office Inc. evaluation of the Fire Department
Adopted the 2013 Fire Code with local modifications
Chaired the Hills Emergency Forum and continued to strengthen the relationships with Diablo Fire Safe Council and East Bay Regional Parks District

Strategic Plan Alignment

Table 6-2 shows the services performed by the Fire Department as aligned to the Strategic Plan.

Table 6-2
Fire Department Strategic Plan Alignment

Program or Service	Strategic Plan Goal	Activity Required By:	Duration
Disaster Preparedness - CERT Program	Public Health & Safety	City	Ongoing
Disaster Preparedness - Emergency Plan Review and Exercise	Public Health & Safety	Federal	Ongoing
Emergency Response - All Risk and EMS Response	Public Health & Safety	City	Ongoing
Emergency Response - Automatic Aid Agreements	Public Health & Safety	City	Ongoing
Fire Prevention - Code Development and Enforcement; Construction Plan Check & Inspection; Fire inspections	Public Health & Safety	State	Ongoing
Fire Prevention - Vegetation Management Program	Public Health & Safety	State	Ongoing
Fire/EMS Training - Staff Development	Public Health & Safety	State	Ongoing
Operations - Continued Evaluation and Adjustment of Programs to Maximize Organizational Effectiveness	Public Health & Safety	No	Ongoing
Support Service - Facility and Equipment Maintenance	Public Health & Safety	State	Ongoing
Support Service - Grant Writing & Management	Financial Sustainability	No	Ongoing
Support Service - Apparatus and Equipment Maintenance	Public Health & Safety	State	Ongoing
Support Service - Wellness/Fitness Program	Exemplary Services	No	Ongoing
Public education: tours, school/comm. Presentations, Tri-City Safety Day, other events	Public Health & Safety	No	Ongoing
Administer Contract to provide fire service to Kensington	Financial Sustainability	City	Ongoing

Service Indicators

Based on a review of Department activities for prior fiscal years, the workload has remained relatively stable. The Department will be able to meet the anticipated workload for FY 2014-15 and FY 2015-16 with current staffing levels as shown in the Adopted budget. **Table 6-2** lists six response types, depicted graphically in **Chart 6-3**:

- Fire: Structure fire, fire in mobile property, wildland fire
- Emergency Medical Service/Rescue: Rescue, medical assistance, vehicle accident
- Hazardous Condition: Toxic condition, electrical arcing, flammable gas or liquid condition
- Service Call: Person(s) in distress, water problem, odor problem, unauthorized burning
- Good Intent: Hazardous material investigation/no hazard found, EMS call/ patient self-transported
- False Calls: Unintentional alarm, system malfunction, malicious, bomb scare; no hazard

Table 6-3
Emergency Response Workload

Response Type	2009	2010	2011	2012	2013
Fires	110	103	113	112	113
EMS/Rescues	1624	1536	1529	1537	1572
Hazardous Conditions	72	64	69	69	56
Service Calls	264	255	256	251	292
Good Intent	605	663	693	835	736
False Calls	148	143	160	172	187

Chart 6-2
Emergency Response Workload

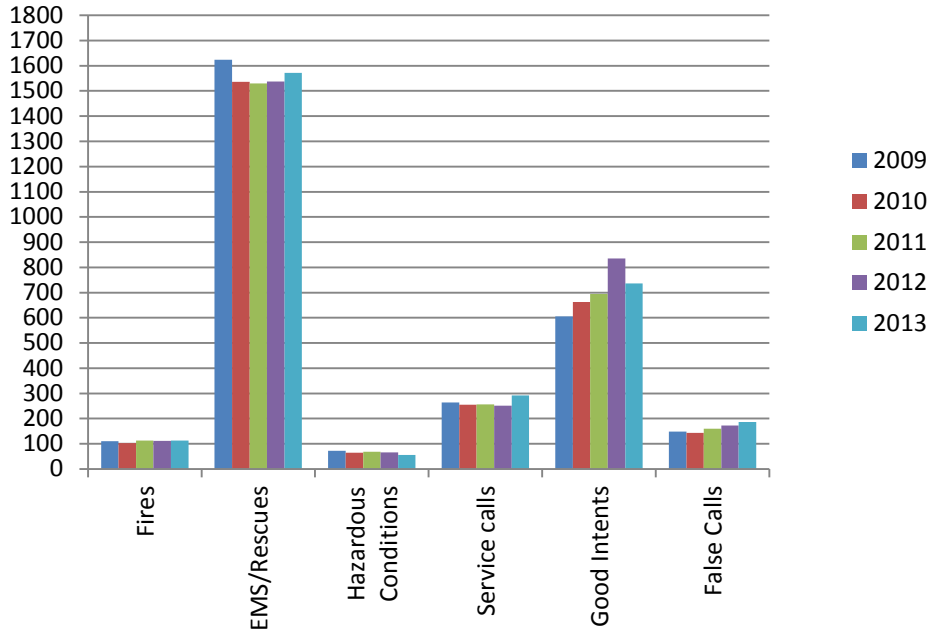


Table 6-4 shows that the Department responds to nearly 3,000 calls per year. Fire loss over this five-year period averages $474,530 per year. However, fire loss averages remain very low compared to cities with similar demographics. In 2011, the Fire Department showed a slight increase in fire loss due to a pair of unintentionally caused structure fires for a combined fire loss of $850,000. The Department anticipates that requests for service will remain flat over the next calendar year.

Table 6-4
Total Responses, by Year

Year	Number	Dollar Loss
2009	2,823	$367,250
2010	2,764	561,445
2011	2,822	883,950
2012	2,973	428,250
2013	2,956	131,755
Average	**2,867**	**$474,530**

Tables 6-5 through **6-8** illustrate the Department's commitment to continued training and education and public outreach:

Table 6-5
Training Hours

Type	2009	2010	2011	2012	2013
Medical – EMS	950	887	782	760	690
Operations	13,785	13,882	12,907	12,172	12,510
Physical Fitness	1,285	1,349	1,113	979	1004
Online	967	815	840	826	1043
Total	**16,987**	**16,933**	**15,642**	**14,737**	**15,247**

Table 6-6
Fire Prevention Activities

Inspection Type	2009	2010	2011	2012	2013
Fire Inspections (Fire Company)	488	440	495	471	602
Mandatory (Schools/Jails/Convalescents)	18	18	23	23	20
Self-Inspection	202	217	252	254	149
Construction Plan Checks	92	70	59	64	48
Construction Inspections	80	63	232	200	53
Vegetation Management Inspections	12,059	15,351	14,270	14,270	14,270
Vegetation Management Re-inspections	100	237	329	283	113
Total	**13,039**	**16,396**	**15,660**	**15,565**	**15,255**

Table 6-7
Current Certifications Held

Type	2009	2010	2011	2012	2013
Chief Officer	1	1	1	1	1
Fire Officer	20	22	22	21	21
Firefighter II	34	34	34	33	31
Firefighter I	34	34	34	33	33
Driver Operator I	32	32	34	31	31
CERT Instructors	9	9	10	8	8
Rescue Systems I	25	25	26	27	26
Rescue Systems II	N/A	N/A	7	10	10
EMT	16	16	16	12	15
Paramedic	18	18	18	18	18
Total	**189**	**191**	**202**	**194**	**194**

Table 6-8
Public Education Contacts

Contact Type	2009	2010	2011	2012	2013
Station Tours	245	331	150	177	245
Preschool Programs	407	516	477	493	430
Open Houses	400	35	201	147	400
School Age Programs K-4	373	456	830	606	350
School Age Programs 5-8	238	239	672	497	205
Senior Programs	27	58	25	63	29
First Aid/ CPR	59	230	140	169	60
Car Seats	N/A	N/A	56	49	70
Total	**1,749**	**2,865**	**2,495**	**2,201**	**1,781**

FIRE DEPARTMENT BUDGET SUMMARY

Fire Department Expenditures

All Funds	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$7,412,529	$7,749,047	$7,617,213	$7,587,863	$7,837,254
Purchased Professional & Technical Services	28,512	30,618	11,500	21,500	21,500
Purchased Property Services	261,019	331,716	322,183	331,033	322,183
Other Purchased Services	84,975	75,864	81,000	73,000	81,000
Supplies	119,409	111,777	100,096	102,300	107,300
Property & Capital	336,137	36,152	1,088,604	25,000	65,000
Financing Costs	32,140	65,885	129,532	129,533	129,532
Other Financing Uses	2,706,596	2,641,765	70,642		
Total Expenditures	**$10,981,318**	**$11,042,824**	**$9,420,770**	**$8,270,229**	**$8,563,769**

General Fund (101)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$7,412,529	$7,749,047	$7,617,213	$7,587,863	$7,837,254
Purchased Professional & Technical Services	27,536	25,799	11,500	21,500	21,500
Purchased Property Services	261,019	331,716	322,183	331,033	322,183
Other Purchased Services	84,975	75,864	81,000	73,000	81,000
Supplies	119,409	111,777	100,096	102,300	107,300
Property & Capital	29,181	29,651	25,000	25,000	25,000
Financing Costs	450		1,000	1,000	1,000
Other Financing Uses			70,642		
Total Expenditures	**$7,935,101**	**$8,323,854**	**$8,228,634**	**$8,141,696**	**$8,395,237**

Grants Fund (221)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Property & Capital	$306,956	$6,502	$1,023,604		
Other Financing Uses	2,433,596	2,641,765			
Total Expenditures	**$2,740,552**	**$2,648,267**	**$1,023,604**	**$0**	**$0**

Equipment Replacement Fund (601)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Purchased Professional & Technical Services	$975	$4,819			
Property & Capital			40,000		40,000
Financing Costs	32,140	65,885	128,532	128,533	128,532
Other Financing Uses	273,000				
Total Expenditures	**$306,115**	**$70,704**	**$168,532**	**$128,533**	**$168,532**

Fire Department Revenues

All Funds	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Intergovernmental Revenues	$2,725,121	$2,754,851	$3,656,611	$2,677,644	$2,681,879
Charges for Services	74,771	88,870	50,000	75,000	85,000
Other Financing Sources	546,000	5,369	70,642		
Total Revenues	**$3,345,892**	**$2,849,090**	**$3,777,253**	**$2,752,644**	**$2,766,879**

General Fund (101)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Intergovernmental Revenues	$2,496,321	$2,754,851	$2,703,649	$2,677,644	$2,681,879
Charges for Services	74,771	88,870	50,000	75,000	85,000
Total Revenues	**$2,571,092**	**$2,843,721**	**$2,753,649**	**$2,752,644**	**$2,766,879**

Grants Fund (221)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Intergovernmental Revenues	$228,800		$952,962		

Other Financing Sources	546,000		70,642		
Total Revenues	**$774,800**	**$0**	**$1,023,604**	**$0**	**$0**

Equipment Replacement Fund (601)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Other Financing Sources		$5,369			
Total Revenues	**$0**	**$5,369**	**$0**	**$0**	**$0**

THE CITY OF
EL CERRITO

SECTION 7:
POLICE DEPARTMENT

The El Cerrito Police Department is committed to safety, service, and enhancing the public trust through professionalism and leadership. The Department's vision is to continue to foster an environment of collaboration, honesty, and respect with each member of the community, the department, and allied agencies. The Department will represent the highest ideals of public service in carrying out our mission and living our values. The El Cerrito Police Department will be known for its commitment to steadfast compassionate service and vigorous crime fighting.

DEPARTMENT OVERVIEW

The Police Department provides a full range of services to the community through three Divisions: Administrative and Support Services, Field Operations, and Investigations/Special Operations. These Divisions work in concert to achieve the common mission of efficiently providing professional service delivery of the highest quality, which will form a sense of pride and satisfaction in all members of the community.

The City partners with the State and other local agencies to provide services and support the Department in the most cost effective manner. Police dispatch and Records Management are provided through a contract with the Richmond Police Department, while Crime Lab, Animal Control Services, and other specialty services are contracted to Contra Costa County. The Department cooperates with other police agencies and the California Department of Justice to provide a Detective to the West Contra Costa County Narcotics Task Force. The department has an Officer assigned to the Richmond Police Department Crisis Response Team (CRT) as a specialty duty operator. The Police Department also contracts with the State of California for the California Identification System, which utilizes computer technology to evaluate fingerprint evidence to identify criminals. The City and the Department are also active members of the East Bay Public Safety Corridor Partnership.

Overall Goals

The overall goals of the Department are to enhance public safety by:

- Creating a safer environment within the community by enforcing federal, state and local ordinances
- Maintaining and increasing effective partnerships with regional law enforcement partners to enhance efficient service delivery
- Reducing the occurrence of criminal activity through proactive responses to crime and utilizing social media, public education, and crime prevention
- Cultivating and maintaining genuine partnerships with the community
- Continuously assessing effective and efficient delivery of service

Organizational Structure

The personnel of the Police Department are deployed into three Divisions. While each division has different assignments and individual goals, each division is responsible for striving to achieve the Departmental goals which center around increasing community safety.

Administrative/Support Services Division

Members of this Division are responsible for commanding and supervising personnel, constructing and maintaining budgets, processing of records, internal investigations, recruiting new personnel, training of department personnel and policy making.

Field Operations

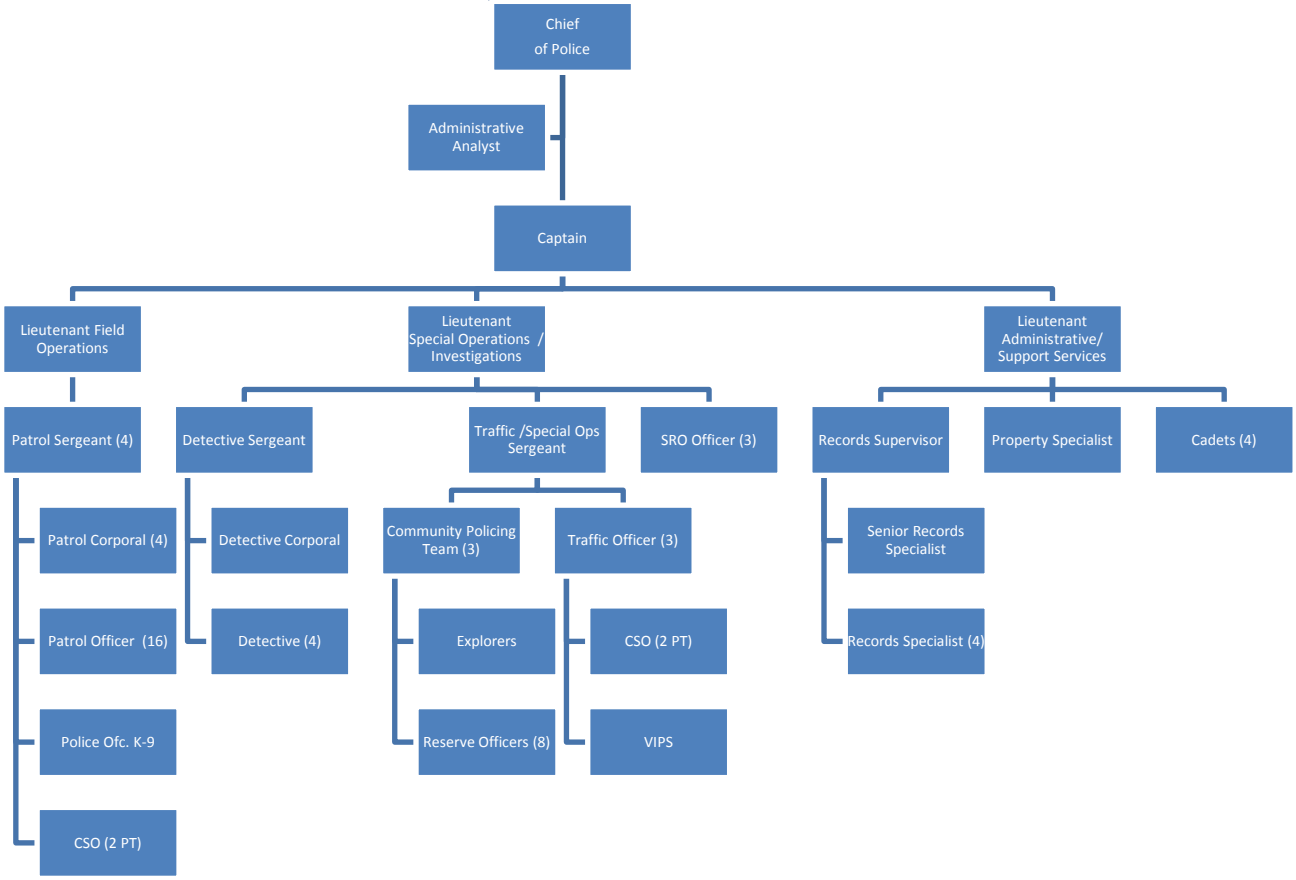
Members of this Division are our front line uniformed personnel responsible for responding to calls for service, documentation, and preliminary investigation of incidents. Patrol Officers provide the first level of traffic safety as well as addressing community "quality of life" issues.

Special Operations

Members of this Division are responsible for responding to and examining major crime scenes, conducting criminal investigations, providing liaison services to community groups as well conducting proactive investigations into events or circumstances that could negatively impact the safety of the community.

Chart 7-1 shows the organizational layout of the Department:

Chart 7-1
Police Department Organization Chart



Position Listing

The total authorized strength for the Police Department is 46 sworn Officers. **Table 7-1** shows the current authorized strength of the Department. Not included are the Department's part-time Cadets.

Table 7-1
Police Department Position Listing

POLICE DEPARTMENT	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Crossing Guard	0.35	0.35	0	0	0
Community Services Officer	0	0	2.4	2.4	2.4
Parking Enforcement Representative	2.2	2.2	0	0	0
Police Captain	1	1	1	1	1
Police Chief	1	1	1	1	1
Police Corporal	4	4	4	4	4
Police Corporal - Detective	1	1	1	1	1
Administrative Analyst (formerly Executive Assistant)	1	1	1	1	1
Police Lieutenant	3	3	3	3	3
Police Officer	19	19	19	19	19
Police Officer - Detective	4	4	4	4	4
Police Officer - K9	1	1	1	1	1
Police Officer - SRO	3	3	3	3	3
Police Officer - Traffic	3	3	3	3	3
Police Records Specialist	4	4	4	4	4
Police Records Supervisor	1	1	1	1	1
Police Sergeant	4	4	4	4	4
Police Sergeant - Detective	1	1	1	1	1
Police Sergeant - Motor	1	1	1	1	1
Property and Evidence Specialist	1	1	1	1	1
Senior Police Records Specialist	1	1	1	1	1
POLICE DEPARTMENT TOTAL	**56.55**	**56.55**	**56.4**	**56.4**	**56.4**

Strategic Plan Alignment

Table 7-2 shows the services performed by the Police Department as aligned to the Strategic Plan.

Table 7-2
Police Department Strategic Plan Alignment

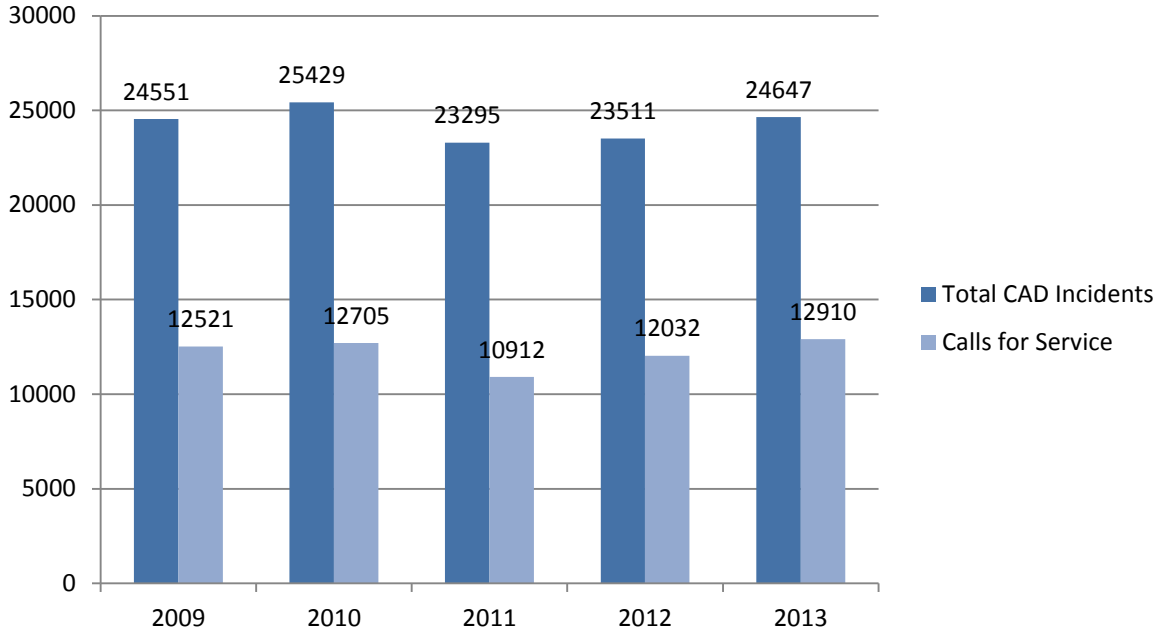
Program or Service	Strategic Plan Goal	Activity Required By:	Duration
Conduct Patrol Operations and respond to calls for service of emergencies and non-emergencies	Public Health & Safety	State	Ongoing
Investigate reported crimes	Public Health & Safety	State	Ongoing
Conduct Proactive Traffic Enforcement for vehicle, bicycle, and pedestrian safety. Enforce parking laws.	Public Health & Safety	No	Ongoing
Contract with Allied Agencies for services such as Dispatch, Animal Control and Crime Lab services. Use regional approaches to increase readiness and reduce cost.	Financial Sustainability	No	Ongoing
Continue to promote the philosophy of Community Oriented Policing and Problem Solving	Public Health & Safety	No	Ongoing
Maintain & upgrade equipment and facilities for readiness and response	Public Health & Safety	No	Ongoing
Partner across department boundaries and use proven Crime	Public Health	No	Ongoing

Prevention Through Environmental Design to reduce crime and victimization	& Safety		
Continue to develop stand-alone readiness through K-9, SWAT, Hostage Negotiation Team, Crime Scene Investigations, and other specialty units.	Public Health & Safety		Ongoing
Develop youth and future employees through the Cadet program, Explorers, and positive community interaction	Exemplary Services	No	Ongoing
Strengthen relationships through social media, Citizen Academy, VIPS, Explorer program, special events, Cops and Coffee	Exemplary Services	No	Ongoing
Examine an array of data-driven traffic and crime prevention strategies coupled with progressive and creative solutions to reduce crime, the fear of crime, and victimization	Public Health & Safety	No	Ongoing
Enhance the transparent dissemination of crime data, crime prevention strategies, community alerts, and marketing through the use of Social Media and community solutions such as: Nixle, Twitter, NextDoor, ATACRaids, etc.	Public Health & Safety	No	Ongoing
Continue building relationships and enhancing safety at El Cerrito High School and Portola Middle School via the SRO program	Sense of Place & Identity	No	Ongoing
Train employees and maintain disaster readiness including training with Regional and State partners.	Public Health & Safety	Federal	Ongoing
Handle evidence and records according to the law and best practices	Exemplary Services	Federal	Ongoing

Service Indicators

Chart 7-2 shows the total Calls for Service for the past five years. This measurement reflects all Computer Aided Dispatch (CAD) incidents which include calls for police response from the community into the Dispatch center and self-initiated activity by officers in the field.

Chart 7-2
El Cerrito Police Dept. Total CAD Incidents / Calls for Service- Past 5 years



Charts 7-3, 7-4, and 7-5 depict crime statistics for Part 1 and Part 2 crimes for calendar years 2009 to 2013.

Chart 7-3
El Cerrito Police Department Priority One Offenses- Past 5 years

CRIME	2009	2010	2011	2012	2013	Average
PART ONE VIOLENT CRIMES						
Homicide	0	0	0	0	0	0
Rape	6	2	3	2	2	3
Robbery	78	75	60	79	63	71
Aggravated Assault	48	46	32	29	29	37
Part 1 (Person) Crimes Total	**132**	**123**	**95**	**110**	**110**	
PART ONE PROPERTY CRIMES						
Burglary	215	206	231	243	281	235
Larceny	611	589	588	637	716	628
Motor Vehicle Theft	106	150	111	150	122	128
Part 1 (Property) Crimes Total	**932**	**945**	**930**	**1030**	**1,119**	
Crime total	**1064**	**1068**	**1025**	**1140**	**1229**	

Chart 7-4
Violent Crimes 5-Year Trend

(Homicide; Rape; Robbery; Aggravated Assault)

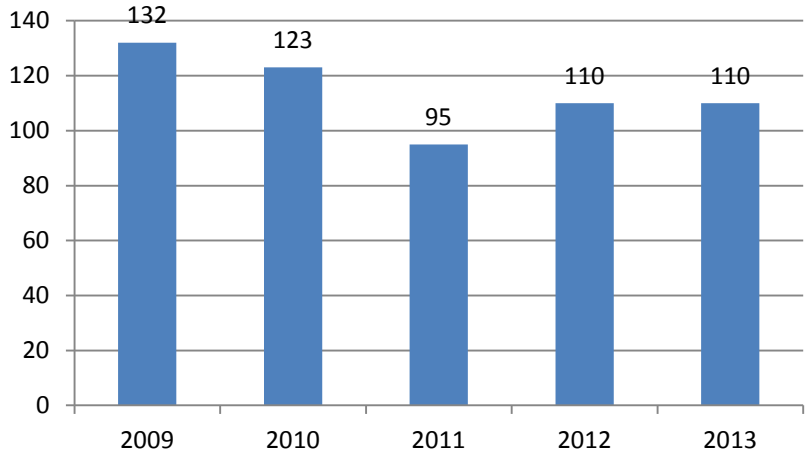
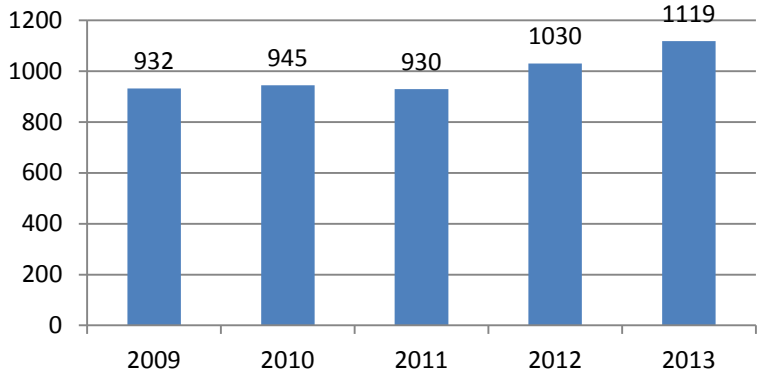


Chart 7-5
Property Crime 5-Year Trend

(Burglary; Larceny-Theft; Motor Vehicle Theft)



POLICE DEPARTMENT
BUDGET SUMMARY

Police Department Expenditures

All Funds	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$8,465,399	$8,484,046	$8,690,846	$8,871,376	$9,339,301
Purchased Professional & Technical Services	904,805	911,911	1,108,500	1,144,500	1,218,500
Purchased Property Services	158,400	177,750	157,352	139,100	156,952
Other Purchased Services	118,897	192,163	164,220	154,550	166,270
Supplies	230,238	240,866	213,350	240,700	231,150
Property & Capital	227,458	539,010	185,177	140,000	180,000
Financing Costs	1,219	1,218			
Total Expenditures	**$10,106,417**	**$10,546,965**	**$10,519,445**	**$10,690,226**	**$11,292,173**

General Fund (101)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$8,392,480	$8,325,044	$8,620,846	$8,801,376	$9,269,301
Purchased Professional & Technical Services	904,805	911,911	1,108,500	1,144,500	1,218,500
Purchased Property Services	150,940	171,606	146,352	128,100	145,952
Other Purchased Services	118,897	192,163	164,220	154,550	166,270
Supplies	202,720	229,081	201,350	198,700	189,150
Property & Capital	139,422	151,339	142,800	140,000	180,000
Financing Costs	1,219	1,218			
Total Expenditures	**$9,910,485**	**$9,982,363**	**$10,384,068**	**$10,567,226**	**$11,169,173**

Asset Seizure Fund (208)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Property & Capital	$36,220		$12,377		
Total Expenditures	**$36,220**	**$0**	**$12,377**	**$0**	**$0**

Vehicle Abatement Fund (209)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Purchased Property Services	$7,460	$6,144	$11,000	$11,000	$11,000
Property & Capital	$51,816	$32,700			
Total Expenditures	**$59,276**	**$38,844**	**$11,000**	**$11,000**	**$11,000**

Grants Fund (221)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$72,919	$159,002	$70,000		
Supplies	27,518	11,785	12,000	12,000	12,000
Property & Capital		354,971	30,000		
Total Expenditures	**$100,437**	**$525,758**	**$112,000**	**$12,000**	**$12,000**

C.O.P.S. Grant Fund (222)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services				$70,000	$70,000
Supplies				30,000	30,000
Total Expenditures	**$0**	**$0**	**$0**	**$100,000**	**$100,000**

Police Department Revenues

All Funds	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Fines & Forfeitures	$199,754	$277,222	$290,000	$325,000	$325,000
Use of Money & Property	32,885	26,784	3,000	3,000	3,000
Intergovernmental Revenues	594,495	665,389	547,000	652,000	640,000
Charges for Services	125,385	121,757	129,000	120,000	120,000

Other Financing Sources	900	985			
Total Revenues	**$953,419**	**$1,092,137**	**$969,000**	**$1,100,000**	**$1,088,000**

General Fund (101)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Fines & Forfeitures	$199,754	$277,222	$290,000	$325,000	$325,000
Intergovernmental Revenues	435,890	470,834	515,000	520,000	520,000
Charges for Services	125,385	121,757	129,000	120,000	120,000
Other Financing Sources	900	985			
Total Revenues	**$761,929**	**$870,798**	**$934,000**	**$965,000**	**$965,000**

Asset Seizure Fund (208)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Use of Money & Property	$32,564	$26,647	$2,000	$2,000	$2,000
Total Revenues	**$32,564**	**$26,647**	**$2,000**	**$2,000**	**$2,000**

Vehicle Abatement Fund (209)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Use of Money & Property	$321	$137	$1,000	$1,000	$1,000
Intergovernmental Revenues	46,986	25,988	20,000	20,000	20,000
Total Revenues	**$47,307**	**$26,125**	**$21,000**	**$21,000**	**$21,000**

Grants Fund (221)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Intergovernmental Revenues	$111,619	$168,567	$12,000	$12,000	
Total Revenues	**$111,619**	**$168,567**	**$12,000**	**$12,000**	**$0**

C.O.P.S. Grant Fund (222)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Intergovernmental Revenues				$100,000	$100,000
Total Revenues	**$0**	**$0**	**$0**	**$100,000**	**$100,000**

POLICE ADMINISTRATIVE & SUPPORT SERVICES DIVISION

The Administrative & Support Services Division plays an essential role in the management, training, risk reduction, and effectiveness for the Department. The mission of the Division is to manage, support, and develop programs by ensuring the services provided are consistent with the expectations of the community, are practiced under the standards established by the law enforcement profession and are completed in accordance with legislatively mandated and continual professional training.

The Division is responsible for recruiting, testing, and hiring individuals with the character and work ethic to support the mission, vision, and values of the Police Department and strive to provide quality service to the community that we serve. Administrative and Support Services is also responsible for providing initial and ongoing training to all personnel to maintain a constant state of readiness. The Division ensures all personnel are prepared to encounter the complexity and diversity of issues in our community including violent street crime, cyber-crime, investigations, neighborhood nuisances, and major incident and disaster response.

Support Services also ensures the aging public safety building is repaired and maintained in a functional capacity to handle the daily operational stresses and demands on a law enforcement agency. Those assigned to this Division ensure that training, inter-agency agreements, and policies are aligned with contemporary practices and legal standards. Support Services includes the professional staff members comprising the Records Unit, who are responsible for the management, reporting, and dissemination of the vast number of records maintained by the Department and Property Unit. The Property and Evidence Unit is responsible for the legal, structured, and safe handling and storage of evidence and the property retained in the Department.

FY 2013-14 ACCOMPLISHMENTS
Used technology to facilitate information sharing and community connection including introduction of a stationary radar device to address citizen complaints about speed and traffic that produces graphs and narrows enforcement times to increase efficient deployment of officers; also more robustly used social media, primarily Twitter, Nixle, and the ECPD App
Completed lobby remodel to increase building security and facilitate interaction with community members
Focused training on staff instructor certification
Implemented Community Service Officer (CSO) Program; selected, trained and deployed a new CSO
Selected, trained and deployed an additional Police Canine Unit (Denzel)
Created and implemented new Training Plan and Development Guide

POLICE FIELD OPERATIONS DIVISION

The uniformed members of the Field Operations Division are the front line of the El Cerrito Police Department's law enforcement effort. This division includes patrol officers, corporals, sergeants, and canine handlers. If a person calls the Police Department with a problem or a need for help, members of the Field Operations Division respond to help.

These officers respond to emergencies, both large and small. Patrol officers are among the first to arrive at traffic collisions, medical crises, and crimes in progress. The canine (K-9) handler addresses problems using different means: Canine handlers rely on the enhanced senses of their canine partners for tracking and apprehension. K-9's provide enhanced safety for their human counterparts in the department during searches of buildings and spaces where suspects hide which compromise the safety of police officers.

The new Community Services Officers (CSOs) will be non-sworn members who investigate crimes for which sworn officers are not needed. The CSOs will provide essential service to the community in reporting, minor investigations, crime scene processing, and parking enforcement.

Members of the Field Operations Division serve as Field Training Officers (FTOs) for newly hired officers. In the El Cerrito Police Department we hire civilians who we sponsor through the Basic Police Academy, Basic Academy graduates, and Officers who laterally transfer from other police departments. Officers newly hired by the police department endure rigorous on the job training in the field. While in training, officers are closely monitored, evaluated, trained, and mentored by seasoned officers. Police corporals and sergeants act as supervisors for officers in this division.

The budget for the Operations Division includes the costs of salaries as well as the expenses involved in maintaining a modern patrol force. Police cars must be maintained and replaced; ballistic vests and other safety gear must be replaced at regular intervals. Additionally, officers routinely train in the use of firearms, use of force, vehicle operations, and arrest techniques to maintain certifications and adhere to legislative mandates, many of which are not fully reimbursed by the State of California.

FY 2013-14 ACCOMPLISHMENTS
Reduced overall Part I crime through a variety of means despite staffing shortages, largely due to the use of data, analysis, flexible staffing models, and employees committed to the department mission
Continued the cultural change to address quality of life issues through a collaborative approach throughout the patrol division through increased/enhanced community outreach, involvement of multiple departments to solve quality of life issues, and further use of the SARA model of problem oriented policing
Continued to train entry level and lateral police officers to fill vacancies
Decreased Driving Under the Influence collisions through vigorous enforcement of DUI laws
Continued to provide services such as vacation home checks and security assessments

POLICE SPECIAL OPERATIONS / INVESTIGATIONS DIVISION

The Special Operations Division Contains the Investigative, Traffic Enforcement, School Resource Officers (SROs), and Special Events Sections of the Police Department, as well as volunteer programs.

The Investigations Section conducts the on-scene investigations of major incidents, investigates crimes that require an extended time commitment or a specific expertise in an effort to solve crimes and thoroughly prepare cases for prosecution, and maintains liaison with other investigative bodies to increase department potential to efficiently address investigative needs. Traffic officers bring their own special expertise to round out the diversity of the Division, using advanced collision investigation training to untangle major traffic accidents and focus much of their patrol efforts on increasing motorist safety.

The Traffic Enforcement Unit leads the Department's efforts to enhance safety to the motoring and pedestrian traffic, identify traffic related concerns, and address them through Education and Enforcement. School Resource Officers often deal with emergencies of a different nature, not only acting as on-scene emergency personnel, but also acting as mediators and role models for El Cerrito students.

The Special Operations Division conducts a majority of the Department's community outreach efforts through events such as Crime Prevention and Neighborhood Watch meetings, National Night Out, Tri-City Safety Day, Martin Luther King Jr. Parade, ECHS Homecoming Parade, Little League Baseball Parade and fundraisers for the Special Olympics. The Division also oversees the training and deployment of the Department's representatives to the County Mutual Aid Mobile Field Force, Richmond-El Cerrito Crisis Response Team (CRT-SWAT) Evidence Technicians, Honor Guard and Crisis Negotiation Team, as well as volunteer programs including Reserve Officers, El Cerrito Citizens Academy, and the future Volunteer in Police Service Program.

FY 2013-14 ACCOMPLISHMENTS
Hosted another successful National Night Out
Conducted the 2nd annual Citizens Academy
Introduced a stationary radar device to monitor citizen complaints about speed
Increased Explorer Membership up to 11 and Volunteers Membership to 6
Trained 2 new members of the Crisis Negotiations Team (CNT)
Deployed CNT members to 5 high-risk incidents; all of which ended peacefully
Completed the 1st year of the CRT-SWAT training for our SWAT Operator
Deployed Operator with the RPD team numerous times, gaining valuable experience

SECTION 8:
PUBLIC WORKS DEPARTMENT

The mission of the Public Works Department is to plan, design, construct, and maintain public facilities and infrastructure that support the quality of life for the citizens of El Cerrito in a way that ensures an economically and environmentally sustainable future.

DEPARTMENT OVERVIEW

The Public Works Department provides professional, timely and effective service to the community in meeting the following overall goals:

- Develop, rehabilitate and maintain streets and transportation facilities, parks, playfields, open space, paths and trails, storm drains, creeks, and buildings, that meet the health and safety needs of the City's business and residential communities
- Coordinate and regulate the activities of utility companies and private developers within the public right-of-way
- Operate and oversee the City's recycling collection and solid waste management programs
- Provide liaison efforts with myriad outside agencies to ensure compliance with various state, federal and regional regulations and influence regional policies to the benefit of El Cerrito
- Incorporate environmental stewardship practices into all the areas of responsibility including permitting of public and private works, and the planning, design and maintenance of infrastructure, parks, playfields, open spaces, path and trails, and creeks
- Support various departments in implementing projects and programs that deepen a sense of place and foster environmental sustainability citywide

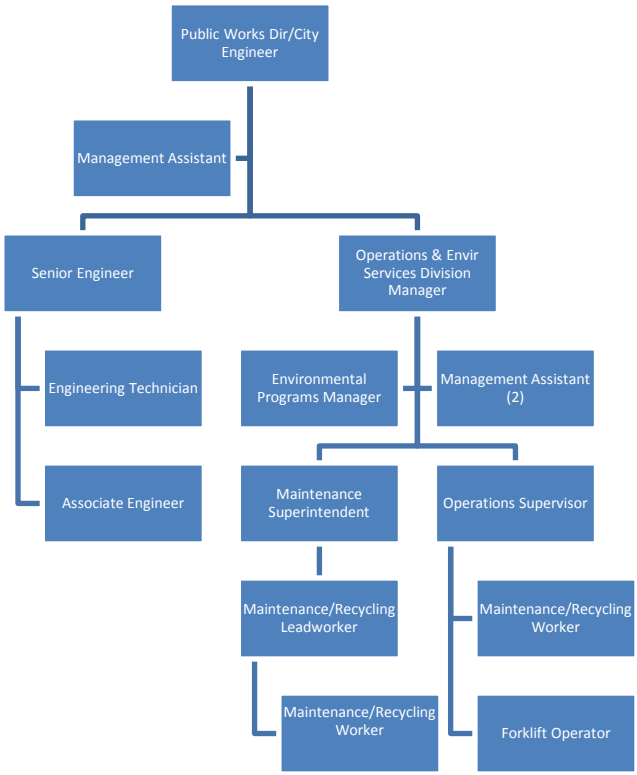
The Department is operated utilizing a variety of special funds including Gas Tax Fund, National Pollutant Discharge Elimination System (NPDES) Fund, Landscaping and Lighting Assessment District (LLAD) Fund, Measure J (formerly Measure C) Return to Source Fund, Measure J Storm Drain Fund, Measure A Street Improvement Fund, Capital Improvement Fund, and Integrated Waste Management Fund, as well as, the General Fund.

Organizational Structure

The Public Works Department consists of two Divisions: the Engineering Division, which operates from City Hall, and the Operations + Environmental Services Division (OESD), which operates from the Recycling + Environmental Resource Center (RERC) and the Corporation Yard. The core service areas for the Engineering Division include the Capital Improvement Program (CIP), Engineering Permitting, Street and Transportation Services, Land Development/Community Development Support, Storm Drain Program, Interagency Coordination, and Administration. OESD provides for increased efficiencies and improved operations as they relate to the maintenance of public facilities, infrastructure, and landscaping; waste management; and environmental compliance. The core service areas for OESD include Streets & Sidewalks, Public Facilities, Public Landscapes, and Creeks & Storm Drains Maintenance; Clean Water Program; Waste Management & Recycling; Trash/Debris & Graffiti; and Emergency Response.

Public Works' organizational structure is shown in **Chart 8-1**:

Chart 8-1
Public Works Organization Chart



Position Listing

Table 8-1 shows the position listing for the Public Works Department.

Table 8-1
Public Works Position Listing

PUBLIC WORKS DEPARTMENT	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Administrative Analyst III	1	1	0	0	0
Administrative Clerk	0	0	0.4	0.4	0.4
Associate Engineer	1	1	1	1	1
Engineering Technician	1	1	1	1	1
Environmental Services Manager	1	1	1	1	1
Forklift Operator	1	1	1.4	1.4	1.4
Maintenance Services Leadworker	1.5	1.5	1	1	1
Maintenance Services Supervisor	0	0	0	0	0
Maintenance Services Superintendent	1	1	1	1	1
Maintenance Worker	4.75	4.75	5	5	5
Management Assistant	2	2	3	3	3
Program Manager	1	1	1	1	1
Public Works Director/City Engineer	1	1	1	1	1
Recycling Leadworker	1	1	1	0	0
Recycling Maintenance Worker - Entry	1	1	1	1	1
Recycling Maintenance Worker	3	3	3	3	3
Recycling Operations Supervisor	1	1	1	1	1
Senior Engineer - PE	1	1	1	1	1
PUBLIC WORKS DEPARTMENT TOTAL	**23.25**	**23.25**	**23.8**	**22.8**	**22.8**

Strategic Plan Alignment

Table 8-2 shows the services performed by the Public Works Department as aligned to the Strategic Plan.

Table 8-2
Public Works Strategic Plan Alignment

Program or Service	Strategic Plan Goal	Activity Required By:	Duration
Capital Improvement Program (CIP), Program Management – coordination of long-range capital planning with other departments and private development efforts, and integration into the ten-year CIP plan	Financial Sustainability	City	Ongoing
CIP Project and Construction Management – oversight of all aspects of active projects in the CIP including design and construction management, inspection, and contract administration for consultants and contractors	Public Health & Safety	City	Ongoing
Engineering Permits – review plans, issue permits and perform inspections for work and oversize transportation affecting the public right of way as performed by property owners, utility companies, private contractors and outside agencies	Public Health & Safety	City	Ongoing
Land Development/Community Development Support – assist the Community Development Department by performing design review and inspection of private development for subdivisions, site plans, grading, and storm drainage; and provide engineering review and related support services for large private development, citywide planning and regional projects.	Sense of Place & Identity	City	Ongoing
Traffic Engineering – perform traffic engineering and parking analyses, and authorize modifications and upgrades for existing traffic control and parking devices and systems to respond to address operations and safety concerns identified by residents, businesses and City staff.	Public Health & Safety	City	Ongoing
Pavement Management Program (PMP) – maintain the City's PMP database to comply with regional requirements; program improvement projects as part of the Measure A Street Improvement Program; seek state, federal and regional funding grants to leverage Measure A funding; and serve as Staff Liaison to the Citizen Street Oversight Committee	Public Health & Safety	State	Ongoing
Bicycle, Pedestrian and ADA Program – plan, evaluate, secure funding for, and implement bicycle, pedestrian, safe routes to school and ADA projects and programs including those contained in the El Cerrito Circulation Plan for Bicyclists and Pedestrians and ADA Transition Plan. Also, convene and oversee the ADA Working Group.	Public Health & Safety	City	Ongoing
Neighborhood Traffic Management Program – implement the Neighborhood Traffic Management Program (NTMP) to address speed, traffic volume and livability concerns on residential streets that are beyond the standard engineering safety and operations concerns	Sense of Place & Identity	No	Ongoing
Transportation Planning – participate in regional transportation policy setting and funding forums to support City goals including collaboration with the Contra Costa Transportation Authority (CCTA), West Contra Costa Transportation Advisory Committee (WCCTAC), Metropolitan Transportation Commission (MTC), Caltrans, BART, AC Transit and WestCAT	Financial Sustainability	City	Ongoing
Storm Drain Program – evaluate needs for minor repairs and improvements, and plan for major improvements to the storm drainage system per the City's Storm Drain Master Plan including issuing a Request for Proposals to Update Master Plan	Public Health & Safety	City	Ongoing
Storm Drain Program – lead update of City's Storm Drain Master Plan	Public Health & Safety	City	Onetime FY15-16
Clean Water Program/National Pollutant Discharge Elimination System (NPDES) – review design plans and inspect construction to ensure compliance with the City's NPDES permit	Environmental Sustainability	Federal	Ongoing

Grant Management – manage various regional, state and federal grants including applications, reporting and reimbursement requests	Financial Sustainability	State/ Federal	Multi Year
Interagency Coordination – coordinate with outside agencies including Stege Sanitary, EBMUD, PG&E, AT&T Caltrans, BART and Contra Costa County City-County Engineering Advisory Committee (CCEAC) to provide and improve various infrastructure systems within the City	Exemplary Services	City	Ongoing
Administration – ensure all functions of the Public Works Department operate efficiently and effectively; oversee personnel and resource allocation, budget planning and monitoring including forecasting and management of several Special Funds, and records management for Public Works functions.	Exemplary Services	City	Ongoing
Streets & Sidewalks – ongoing maintenance and repair of pavement, curbs, gutters, sidewalks, traffic signals, street lights, street signs and pavement markings.	Public Health & Safety	City	Ongoing
Public Facilities – ongoing maintenance and repair of civic buildings and park facilities, clubhouses, playgrounds, irrigation systems, and utilities.	Public Health & Safety	City	Ongoing
Public Landscapes – ongoing operation, maintenance and repair of park lands, ball fields, street medians, trees, trails and pathways, rain gardens and open space.	Public Health & Safety	City	Ongoing
Creeks & Storm Drains – ongoing operation, maintenance and repair of storm drain inlets, trash capture devices, pipes, channels, sediment traps, creeks and creek banks. In Fiscal Year 14-15 the Division will need to implement a new maintenance program for creeks and streams and develop and manage a new Streambed Alteration Agreement.	Public Health & Safety	City	Ongoing
Clean Water Program – ongoing management of the City's Clean Water Program, including compliance with the Municipal Regional Permit for storm water discharges, street sweeping, trash load reduction, commercial inspection, new development and construction controls, and Integrated Pest Management policy.	Environmental Sustainability	Federal	Ongoing
Waste Management & Recycling – ongoing operation of the City's curbside recycling program and drop off Recycling + Environmental Resource Center and ongoing management of the City's collection franchise and post-collection agreement, AB939 compliance, and other waste management programs, including implementation and enforcement of the City's single-use bag and EPS foam ordinances.	Environmental Sustainability	State	Ongoing
Trash, Debris & Graffiti – ongoing clean-up and removal of illegally dumped waste, litter, and graffiti found on public facilities and landscapes.	Public Health & Safety	City	Ongoing
Emergency Response – all hours on-call response to emergencies involving public facilities and landscapes, including response to flooding, vehicle accidents, illicit discharges and spills, downed tree limbs, and other urgent after-hours maintenance and repair needs.	Exemplary Services	City	Ongoing
Special Projects – periodic improvements to public facilities and landscapes above and beyond basic operation, maintenance and repair (as allowed by budget appropriations).	Exemplary Services	No	Ongoing
Community Engagement – ongoing involvement in and support of community activities including the Tree Committee, City-sponsored outreach and events, volunteer events such as clean-ups and plantings, and other volunteer-led projects (as allowed by budget appropriations).	Exemplary Services	No	Ongoing

PUBLIC WORKS DEPARTMENT
BUDGET SUMMARY

Public Works Department Expenditures

All Funds	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$2,590,843	$2,628,716	$2,343,027	$2,350,679	$2,439,947
Purchased Professional & Technical Services	332,264	326,742	172,900	178,300	178,300
Purchased Property Services	1,064,469	1,233,514	1,187,500	1,277,758	1,248,009
Other Purchased Services	169,310	156,661	131,850	133,935	134,613
Supplies	239,610	224,579	212,000	216,550	219,700
Property & Capital	575,757	560,514	11,000	7,500	7,500
Financing Costs	317,405	152,140	426,411	435,507	427,865
Other Financing Uses	697,007	1,852,646	1,179,993	924,459	921,852
Total Expenditures	**$5,986,666**	**$7,135,512**	**$5,664,681**	**$5,524,688**	**$5,577,786**

General Fund (101)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$525,324	$444,197	$110,675	$109,935	$113,816
Purchased Professional & Technical Services	84,318	46,641	28,200	28,200	28,200
Purchased Property Services	249,417	303,994	230,100	423,800	448,800
Other Purchased Services	67,534	49,171	36,950	36,950	36,950
Supplies	49,080	49,362	40,300	40,300	40,300
Property & Capital	11,189	3,604	6,000	6,000	6,000
Other Financing Uses		1,134,584	456,801		
Total Expenditures	**$986,862**	**$2,031,554**	**$909,026**	**$645,185**	**$674,066**

Gas Tax Fund (201)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$365,686	$378,689	$456,492	$227,414	$235,762
Purchased Professional & Technical Services	839	35,629	36,300	36,300	36,300
Purchased Property Services	72,429	44,612	77,300	182,300	182,300
Supplies	21,091	35,581	30,000		
Property & Capital	385				
Other Financing Uses	102,597	105,675	108,845	94,778	139,121
Total Expenditures	**$563,027**	**$600,186**	**$708,937**	**$540,792**	**$593,483**

National Pollution Discharge Elimination System Fund (202)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$130,712	$145,533	$155,485	$279,318	$289,381
Purchased Professional & Technical Services	7,646		10,000	10,000	10,000
Purchased Property Services	147,115	145,893	152,100		
Other Purchased Services	12,000	14,723	22,300	25,250	25,250
Supplies	1,326	2,018	5,000		
Financing Costs				7,500	
Other Financing Uses	103,535	106,641	109,840	68,866	99,432
Total Expenditures	**$402,333**	**$414,807**	**$454,725**	**$390,934**	**$424,063**

Landscape & Lighting Assessment Fund (203)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$377,247	$409,223	$279,109	$154,917	$159,303
Purchased Professional & Technical Services	23,064	16,941	21,200	18,500	18,500
Purchased Property Services	524,143	603,314	680,000	421,600	366,600
Other Purchased Services	1,323	1,564	1,900	2,900	2,900
Supplies	50,073	47,473	47,000	46,000	46,000
Other Financing Uses	138,431	161,169	146,861	150,445	193,958
Total Expenditures	**$1,114,281**	**$1,239,683**	**$1,176,070**	**$794,362**	**$787,261**

Measure J- Return to Source Fund (204)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services		$303		$121,547	$126,238
Purchased Property Services				84,000	84,000

Other Purchased Services	42,772	36,675	42,700	42,700	42,700
Supplies				30,000	30,000
Other Financing Uses	28,537	29,393	30,275	58,931	60,699
Total Expenditures	**$71,309**	**$66,068**	**$72,975**	**$131,631**	**$133,399**

Storm Drain Fund (205)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services	$108,603	$115,696	$134,102	$273,290	$283,845
Purchased Professional & Technical Services	11,238	11,390	11,300	11,300	11,300
Purchased Property Services			10,000	30,000	30,000
Supplies	2,035	3,636	10,000	15,000	15,000
Other Financing Uses				127,120	72,224
Total Expenditures	**$121,876**	**$130,722**	**$165,402**	**$329,590**	**$340,145**

Street Improvement Fund (211)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services			$54,539	$51,215	$53,253
Total Expenditures	**$0**	**$0**	**$54,539**	**$51,215**	**$53,253**

Federal, State & Local Grants Fund (221)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services	$5,227	$128			
Purchased Professional & Technical Services	44,634	106,853			
Purchased Property Services	9,356	13,453			
Other Purchased Services	1,251	1,957			
Supplies	13,178				
Property & Capital		81,000			
Financing Costs	95,830	55,381			
Other Financing Uses	21,723	2,098			
Total Expenditures	**$191,198**	**$260,869**	**$0**	**$0**	**$0**

Capital Improvement Fund (301)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services	$253,660	$135,384	$50,405	$32,170	$33,210
Total Expenditures	**$253,660**	**$135,384**	**$50,405**	**$32,170**	**$33,210**

Integrated Waste Management (501)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services	$824,385	$999,562	$1,102,220	$1,100,873	$1,145,139
Purchased Professional & Technical Services	160,525	109,287	65,900	74,000	74,000
Purchased Property Services	62,010	122,248	38,000	136,058	136,309
Other Purchased Services	44,430	52,572	28,000	26,135	26,813
Supplies	102,827	86,510	79,700	85,250	88,400
Property & Capital	188,626	259,161	5,000	1,500	1,500
Financing Costs	221,575	96,759	426,411	428,007	427,865
Other Financing Uses	302,184	313,086	327,371	424,319	356,418
Total Expenditures	**$1,906,562**	**$2,039,186**	**$2,072,602**	**$2,276,142**	**$2,256,444**

Vehicle/Equipment Replacement (601)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Property & Capital	$375,557	$216,748			
Total Expenditures	**$375,557**	**$216,748**	**$0**	**$0**	**$0**

Public Works Department Revenues

All Funds	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Use of Money & Property	$529	$1,558	$250	$1,000	$1,000
Intergovernmental Revenues	211,752	193,191	32,000	42,000	42,000
Charges for Services	2,014,693	2,003,794	2,205,542	2,345,428	2,500,626
Other Revenue	37,124	41,168	10,822	4,300	4,300
Other Financing Sources		1,613,885			39,000
Total Revenues	**$2,264,098**	**$3,853,595**	**$2,248,614**	**$2,392,728**	**$2,586,926**

General Fund (101)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Use of Money & Property		$86			
Intergovernmental Revenues	$32,355	$14,081	$16,000	$16,000	$16,000
Charges for Services	183,753	183,676	190,000	200,000	205,000
Other Revenue	6,321	6,447			
Other Financing Sources	0	1,595,300			
Total Revenues	**$222,428**	**$1,799,590**	**$206,000**	**$216,000**	**$221,000**

National Pollution Discharge Elimination System Fund (202)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Charges for Services	$205		$250		
Total Revenues	**$205**	**$0**	**$250**	**$0**	**$0**

Landscape & Lighting Assessment Fund (203)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Intergovernmental Revenues				$10,000	$10,000
Total Revenues	**$0**	**$0**	**$0**	**$10,000**	**$10,000**

Federal, State & Local Grants Fund (221)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Intergovernmental Revenues	$172,744	$152,762			
Other Financing Sources		$18,585			
Total Revenues	**$172,744**	**$171,347**	**$0**	**$0**	**$0**

Integrated Waste Management (501)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Use of Money & Property	$529	$1,472	$250	$1,000	$1,000
Intergovernmental Revenues	6,654	26,348	16,000	16,000	16,000
Charges for Services	1,830,735	1,820,118	2,015,292	2,145,428	2,295,626
Other Revenue	30,802	34,721	10,822	4,300	4,300
Other Financing Sources					39,000
Total Revenues	**$1,868,721**	**$1,882,659**	**$2,042,364**	**$2,166,728**	**$2,355,926**

ENGINEERING DIVISION

The Engineering Division serves to plan, design and construct improvements to public facilities and infrastructure; provide quality design review and inspection services for residents, developers, private contractors and utility companies and ensure compliance with local regulations and design standards; and plan and implement safe, efficient and accessible movements for all modes of travel in the City, including pedestrians, bicycles, vehicles, transit and persons of all ages and abilities. The Division is staffed and operated utilizing a variety of special funds, as previously noted, and the General Fund.

Division Overview

The Engineering Division's core service areas and primary responsibilities include:

- Capital Improvement Program (CIP) – assess needs, plan improvements, develop budgets, seek funding opportunities, oversee design and construction of public facilities and infrastructure including streets and transportation facilities to accommodate all modes of travel, parks, playfields, open space, paths and trails, storm drains, creeks, and buildings. Specific functions include
    - Program Management – coordination of long-range capital planning and integration into the ten-year CIP plan with other departments and related private development
    - Project and Construction Management – oversight of all aspects of active projects in the CIP including design and construction management, inspection, and contract administration for consultants and contractors
- Engineering Permits – review plans, issue permits and perform inspections for work and oversize transportation affecting the public right of way as performed by property owners, utility companies, private contractors and outside agencies
- Land Development/Community Development Support – assist the Community Development Department by performing design review and inspection of private development for subdivisions, site plans, grading, and storm drainage; and provide engineering review and related support services for large private development, citywide planning and regional projects
- Street and Transportation Services
    - Traffic Engineering – perform traffic engineering and parking analyses, and authorize modifications and upgrades for existing traffic control and parking devices and systems to address operations and safety concerns identified by residents, businesses and City staff
    - Pavement Management Program (PMP) – maintain the City's PMP database to comply with regional requirements; program improvement projects as part of the Measure A Street Improvement Program; seek state, federal and regional funding grants to leverage Measure A funding; and serve as Staff Liaison to the Citizen Street Oversight Committee
    - Bicycle, Pedestrian and ADA Program – plan, evaluate, secure funding for, and implement bicycle, pedestrian, safe routes to school and ADA projects and programs including those contained in the El Cerrito Circulation Plan for Bicyclists and Pedestrians and ADA Transition Plan; and convene and oversee the ADA Working Group
    - Transportation Planning – participate in regional transportation policy setting and funding forums to support City goals including collaboration with the Contra Costa

Transportation Authority (CCTA), West Contra Costa Transportation Advisory Committee (WCCTAC), Metropolitan Transportation Commission (MTC), Caltrans, BART, AC Transit and WestCAT; and provide City staff representative on the CCTA Technical Coordinating Committee (TCC) and WCCTAC Technical Advisory Group (TAC)

  - Neighborhood Traffic Management Program – implement the Neighborhood Traffic Management Program (NTMP) to address quality life concerns that are beyond the standard engineering safety and operations concerns on residential streets

- Storm Drain Program – evaluate needs and plan for improvements to the storm drainage system per the City Storm Drain Master Plan
- Clean Water Program/National Pollutant Discharge Elimination System (NPDES) – review design plans and inspect construction activities to ensure compliance with the City's NPDES permit
- Grant Management – manage various regional, state and federal grants including applications, reporting and reimbursement requests
- Interagency Coordination – coordinate with outside agencies and utilities including Stege Sanitary, EBMUD, PG&E, AT&T, Caltrans, BART and Contra Costa County City-County Engineering Advisory Committee (CCEAC) to provide and improve various infrastructure systems within the City
- Administration – ensure all functions of the Public Works Department operate efficiently and effectively; oversee personnel and resource allocation, budget planning and monitoring including forecasting and management of several Special Funds; and provide records management for Public Works functions

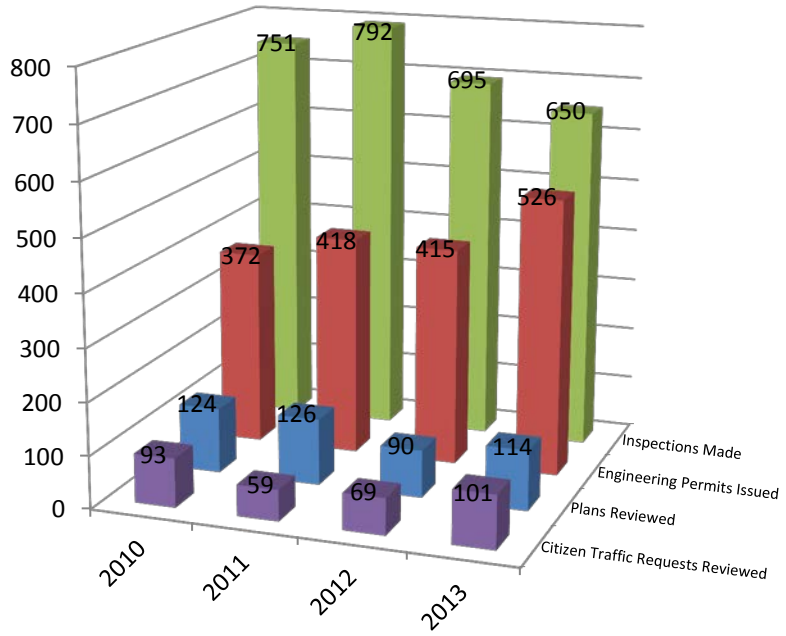
FY 2013-14 ACCOMPLISHMENTS
Completed construction and managed grant funding requirements for the Potrero Avenue Safety Improvements, Moeser Lane & Ashbury Avenue Pedestrian and Bicycle Corridor Improvements, Central & Liberty Streetscape, Street Improvement Projects, and, with Community Development, the Municipal Solar Project
Oversaw review and inspection and coordinated completion of Ohlone Greenway trail and landscaping improvements as part of BART's Earthquake Safety Program Project and sidewalk improvements around El Cerrito Plaza BART Station as part of BART's Sidewalk & Wayfinding Project
Value-engineered, re-bid the construction contracts, and managed grant funding requirements for Ohlone Greenway Major Street Crossing Safety Improvements Project and, in collaboration with the Community Development Department, the Ohlone Greenway Natural Area and Rain Gardens (Fairmount to Brighton Avenues) Project
As part of Measure A Street Improvement Program, designed the 2014 Pavement Rehabilitation Project to resurface various streets as well as install related improvements to curb, gutter, sidewalk, curb ramps, storm drain facilities and traffic striping, and applied for and managed the One Bay Area Grant that is being used to leverage the Measure A funding
Develop, designed and initiated bidding phase for the Traffic Safety & Management Program-Speed Radar Feedback Signs Project, Access Modifications/Curb Ramps Project, and Ohlone Greenway-Safeway Path Connection Projects; and began design development efforts for the Huber Park Improvements and Arlington Curve at Brewster Drive -South Safety Improvements Projects
In collaboration with the Community Development Department, continued the development of the

Active Transportation Plan and the San Pablo Avenue Complete Streets Plan; and successfully applied for several grants for the Ohlone Greenway-BART Station Area Access, Safety and Placemaking Improvements Project and the San Pablo Avenue Complete Streets Operations & Concept Design
Provided engineering review and related support services for several large citywide planning, private development and regional transportation projects including the San Pablo Avenue Specific Plan, Citywide Urban Greening Plan, Hillside Natural Area property acquisition, San Francisco Estuary Partnership's San Pablo Avenue Green Spine Project, WCCUSD's Portola Middle School Project, Alameda County Transportation Commission's I-80 Integrated Corridor Mobility Project, Ohlone Gardens Mixed-Use Development, Creekside Walk Residential Development, and Eden Senior Housing Development
Implemented several measures as part Neighborhood Traffic Management Program (NTMP) to address speed, traffic volume and livability concerns on Lincoln Avenue and Colusa Avenue including the establishment of the City's first 15-mile-per-hour school speed zone on Lincoln Avenue, bidding of speed hump installation on Lincoln Avenue, trial installation of the City's first speed cushions on Colusa Avenue, and various other enhanced signing and striping treatments
Oversaw transition to new Department structure and completed recruitment of new Engineering Manager/Senior Engineer and Management Assistant

Service Indicators

The number of Engineering Permits issued in FY 2013-14 increased significantly above those of prior years due to the increasing amount of construction activity including several large construction projects and related oversize transportation load permits. Similarly, the number of reviews performed on private development plans and projects increased over prior years. However, the number of inspections completed in FY 2013-14 decreased as compared to the prior few years as oversize load permits do not require inspections and staff is preparing to complete final inspections related to utility permits. The number of traffic requests evaluated was the highest in the last five years as the Division focused on processing these requests.

Chart 8-2
Engineering Service Indicators by Calendar Year



The Capital Improvement Program (CIP) has increased activity over the prior fiscal year as several projects were constructed this year. Activity is still significantly lower than when the major construction efforts under Measure A Street Improvement Program and San Pablo Avenue Streetscape were completed in 2010-11. The number of active projects remained consistent in the last couple of years with projects in various phase of planning, design and construction. The Division also continued to use consultant contracts for project and construction management services to deliver projects on an as-needed basis. The CIP is described in detail in Section 12.

Chart 8-3
CIP Service Indicators by Fiscal Year

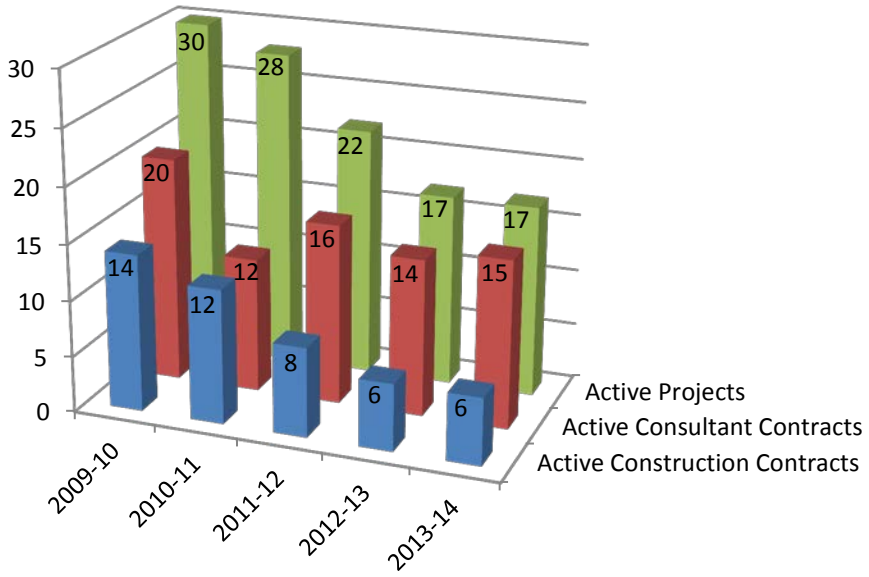
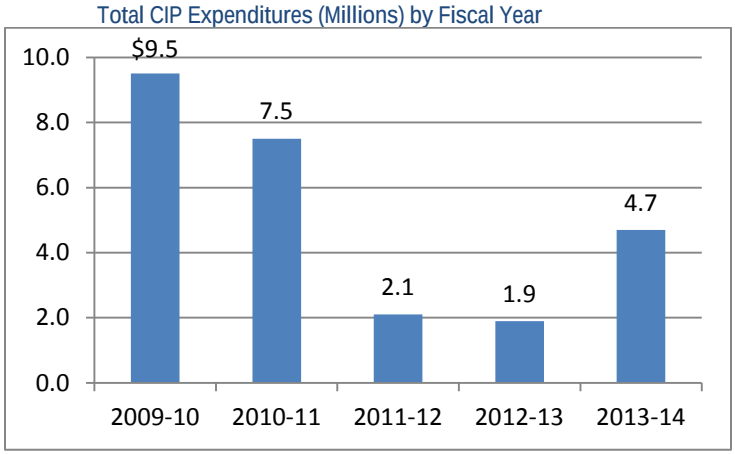


Chart 8-4
Total CIP Expenditures (Millions) by Fiscal Year



OPERATIONS AND ENVIRONMENTAL SERVICES DIVISION

The Operations and Environmental Services Division (OESD) is a new division that combines all operations and maintenance functions previously housed in the Maintenance Division and the recycling and waste management functions of the former Environmental Services Division. In this new configuration, OESD is the primary steward of the City's valuable public infrastructure, including parks, natural areas, facilities, and recycling operations. Its responsibilities include developing and managing operations, programs and policies that maintain and improve environmental quality in the City. The Division is staffed and operated utilizing a variety of special funds – including the Integrated Waste Management Enterprise Fund – as well as the General Fund.

OESD utilizes a combination of in-house staff and outside contractors for the ongoing maintenance and operations associated with parks and public spaces, landscaping, irrigation systems, sidewalks, streets, trails, streetlights, storm drains and public water courses, and traffic signals, signs and pavement markings. For these activities, contractors perform much of the routine work and staff supplements this work as well as performs select tasks that can be completed by a few crews of one or two people - such as investigating citizen requests and responding to emergencies or requests for service outside of regular business hours. The Division also directly manages and operates the City's award-winning Recycling + Environmental Resource Center, curbside recycling collection program, and other City solid waste programs.

OESD is active in community engagement programs that involve and educate El Cerrito residents and businesses, mainly through management and support of volunteer events such as monthly work-parties at Baxter Creek, periodic Green Team clean-ups, stewardship activities promoted by Friends of Five Creeks, and the City's annual Earth Day Celebration. The Division also provides staff liaison support to the Tree Committee and as-needed support for the Park and Recreation Commission and Environmental Quality Committee.

FY 2013-14 ACCOMPLISHMENTS
Partnered with El Cerrito Youth Baseball to renovate infields and fencing at Harding, Castro, and Canyon Trail Parks to improve drainage, maintenance, and quality of play.
Designed and constructed improvements to the irrigation system at Cerrito Vista Park to improve coverage and reduce water use.
Designed and constructed improvements to the storm drain system at the EBMUD San Pablo Water Treatment Plan, which is adjacent to Sunset View Cemetery, to help prevent flooding during severe storm events.
Implemented new Tree Pruning and Removal Agreement which allowed the City to reduce the cost per tree pruned by half, from $162 to $87 per tree, and pruned over 1,100 City trees – twice as many as in FY12-13 – including high hazard trees identified in 2013 Tree Survey & 50% of trees in Pruning Zone 1.
Acquired grant funding and conducted special projects to plant street trees with volunteers, survey local businesses about street tree concerns, and develop and distribute brochures about the City street tree maintenance program and the economic and environmental benefits of street trees.
Successfully participated with RecycleMore (the West Contra Costa Integrated Waste Management Authority) in acquiring a State grant to fund improved Household Hazardous Waste (HHW) programs in West Contra Costa County, including the installation of a HHW collection container at the El Cerrito Recycling + Environmental Resource Center, operation of which is slated to begin in FY14-15.
Completed negotiations with Republic Services, Inc. – RecycleMore's selected Post-Collection Services provider for West Contra Costa County – to provide transfer, transport, and processing/disposal of garbage, green waste, construction & demolition debris, HHW collection, annual waste

characterizations, and other services through 2025. New Agreement started January 1, 2014.
Proposed Single-Use Bag Ordinance and Food Waste Ordinance to Council, with Council adoption in September 2013. Conducted outreach to affected businesses and the community prior and subsequent to the January 1, 2014 effective date. Planned for enforcement to begin on July 1, 2014.
Worked with Community Development Department – Building Division to achieve documentation of 50% diversion of waste for building projects that meet required CalGreen thresholds, including review of Waste Management Plans from applicable projects.
Developed and submitted the City's 2014 – 2022 Trash Management Plan to the California Regional Water Quality Control Board for the San Francisco Bay Region (in compliance with the City's National Pollution Discharge Elimination Permit for storm water) and implemented elements of the Plan.
Proposed a Council-adopted increase to the East Bay Sanitary Franchise Fee from 12% to 15% in order to generate an additional ~$135,000 per year in general fund revenues to offset costs of trash management services including street sweeping contracts and disposal.

Service Indicators

Division maintenance workload indicators, including the number of work orders initiated, as demonstrated in Chart 8-5, have decreased somewhat in recent years, largely due to the significant capital investments made by the City as part of the Measure A Street Improvement Program. Additionally, because two of the five Maintenance Workers positions have been maintained vacant, the Division has concentrated available labor efforts on high priority activities such as health and safety concerns, urgent repairs, and emergency response services.

Chart 8-5
Maintenance Work Orders Initiated by Calendar Year

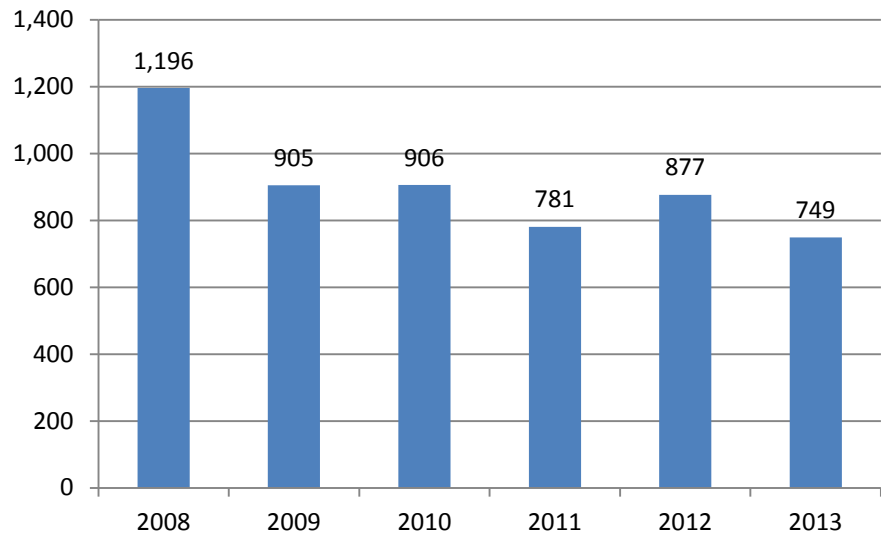
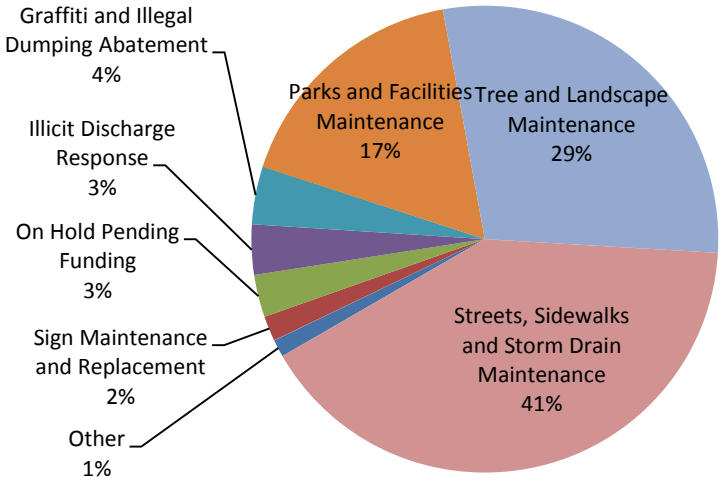


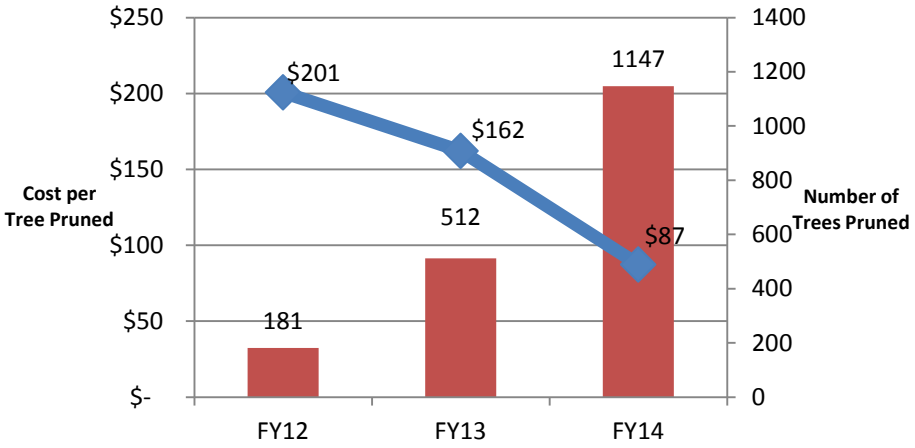
Chart 8-6 details the distribution of the types of maintenance work orders initiated in Calendar Year 2013. As is evident in the chart, operating, maintaining, and repairing parks, facilities, landscapes, streets, sidewalks and storm drains makes up the vast majority of the Division's maintenance activities.

Chart 8-6
Maintenance Work Orders by Type
January-December 2013



In 2013, Council approved a "grid pruning" style agreement that significantly reduced per tree pruning maintenance costs, while also ensuring that each tree within a pruning area is maintained with appropriate maintenance treatments. This enabled the City to maintain twice as many trees per dollar as was possible under prior contractual arrangements, as demonstrated in **Chart 8-7.**

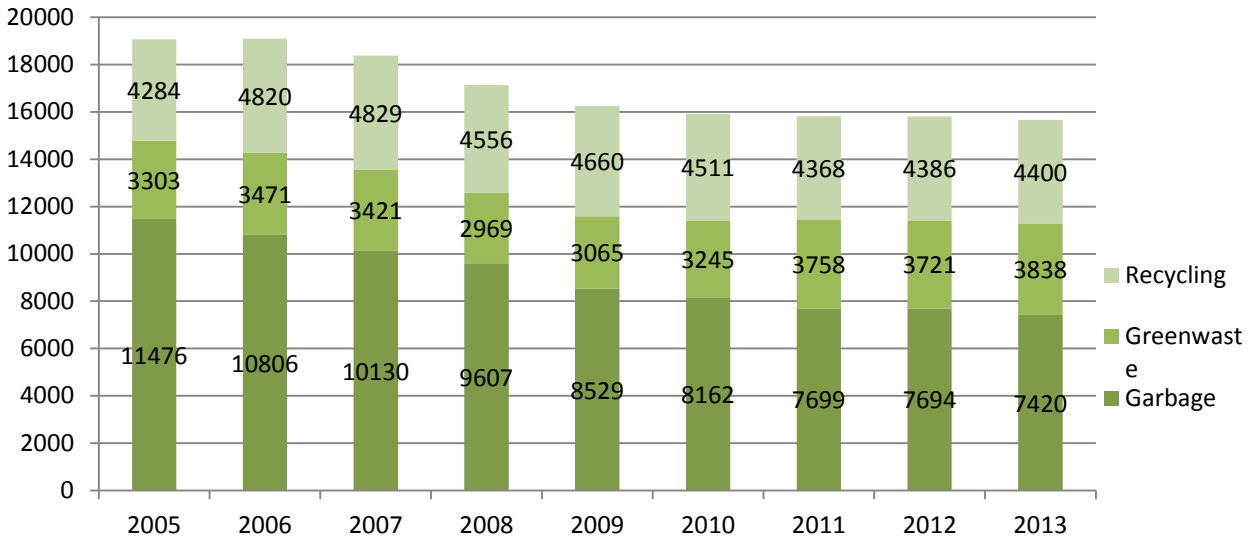
Chart 8-7
City Tree Pruning by Fiscal Year



As depicted in **Chart 8-8**, the amount of solid waste (including trash, green waste, and recycling) generated in El Cerrito has steadily declined since 2005. In 2013, the trend noted in previous years of a decrease in solid waste being sent to landfills has leveled off. Though the City has increased the range of recyclable materials collected – including pharmaceuticals, sharps, carpeting, and fluorescent bulbs – the total tonnage collected is slight in comparison to the total amount of material collected. Future decreases in the amount of waste sent to landfills will require consideration of new policies and programs targeting untapped portions of the waste stream, many of which are detailed in the

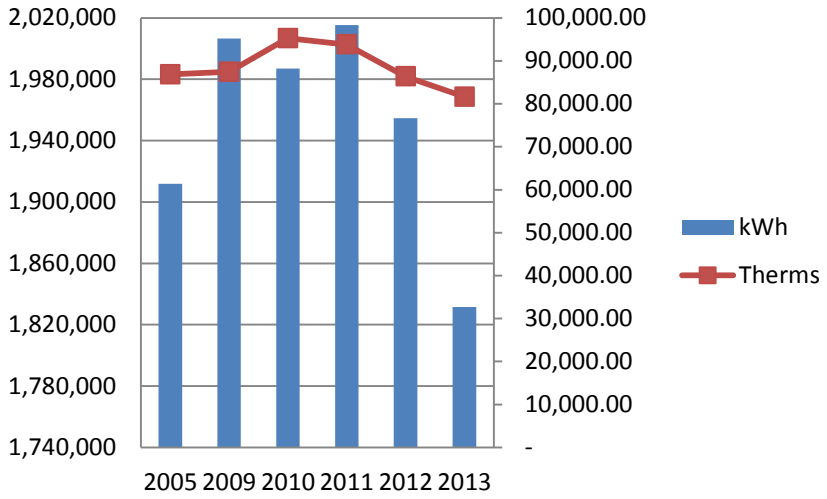
City's Climate Action Plan. The City's new Post-Collection Agreement also provides for services that should result in further reduction in landfilled tons in future years.

Chart 8-8
Solid Waste Tonnage by Year



OESD and Community Sustainability staff in the Community Development Department partner to implement various resource conservation strategies as outlined in El Cerrito's *Climate Action Plan*. Since 2011, the City has implemented a number of energy efficiency and renewable energy projects at its facilities, including comprehensive lighting retrofits and, most recently, solar projects at the Swim Center, Public Safety Building, the Recycling Center, and Fire Station 72. These projects help the City save money and meet its greenhouse gas (GHG) emissions targets. **Chart 8-9** compares total annual municipal energy use for the years 2005, 2011, 2012, and 2013. GHG emissions from municipal energy use are now 5% below the 2005 baseline.

Chart 8-9
Municipal Energy Use



THE CITY OF
EL CERRITO

SECTION 9:
RECREATION DEPARTMENT

The Recreation Department is committed to meeting the needs and interests of residents of El Cerrito and neighboring communities. The Department's mission is to provide safe, friendly, reliable services that will enhance the quality of life through diverse programs. The Department values and encourages citizen input and strives to deliver activities and services of the highest quality.

DEPARTMENT OVERVIEW

The Recreation Department manages a full range of recreational services, special activities, and events for youth, adults and seniors. Staff works to ensure quality customer service in the delivery of our programs and services. The Department:

- Provides childcare, after school programming, enrichment classes, sports and summer camps for over 3,600 children per year
- Schedules activities and rentals of buildings, picnic areas, sports fields, tennis courts and the Swim Center
- Provides social services for seniors by providing, Meals on Wheels, lunch program, Easy Ride, respite programs, and a variety of recreational activities
- Works with community groups to ensure that a well-rounded aquatic program is implemented meeting the needs of the community.
- Provides support to the Committee on Aging, Parks and Recreation Commission and various other city organizations, departments and committees
- Works with employees to develop their talents and encourage future leadership

Organizational Structure

To accomplish its goals, the Recreation Department is divided into one administrative division and five program divisions:

Administrative Division

This division is responsible for ensuring that all aspects of the Recreation Department operate well; provide overall management of activities, long and short range planning, and personnel and budget administration; coordinate with other agencies; support advisory commissions and committees; manage grants and work with other City departments and outside agencies/organizations.

Youth & Adult / Community Services Divisions

These Divisions, under the direction of one Recreation Supervisor, provide quality social, physical and educational opportunities for personal enrichment through recreation programs, leisure activities, summer camps, sports, and special events. The Adult/Community Services Division is also responsible for facility, park and field rentals, and marketing for the Recreation Department.

Childcare Administration Division

The Division coordinates the delivery of youth preschool, childcare and day camp programs. State Licensing is necessary in the delivery of these programs. The Division works in close communication with the West Contra Costa Unified School District, advisory groups, and residents.

Aquatics Division

The Division provides a variety of aquatic programs. The Division works towards maximizing the number of users by (1) managing the operation of the Swim Center Complex that includes the use of the Splash Park and its programs; (2) providing support and direction for special activities; and (3) developing partnerships with community organizations, advisory groups, citizen organizations, and schools. The Division is responsible for coordinating the overall maintenance of the Swim Center complex.

Senior Services Division

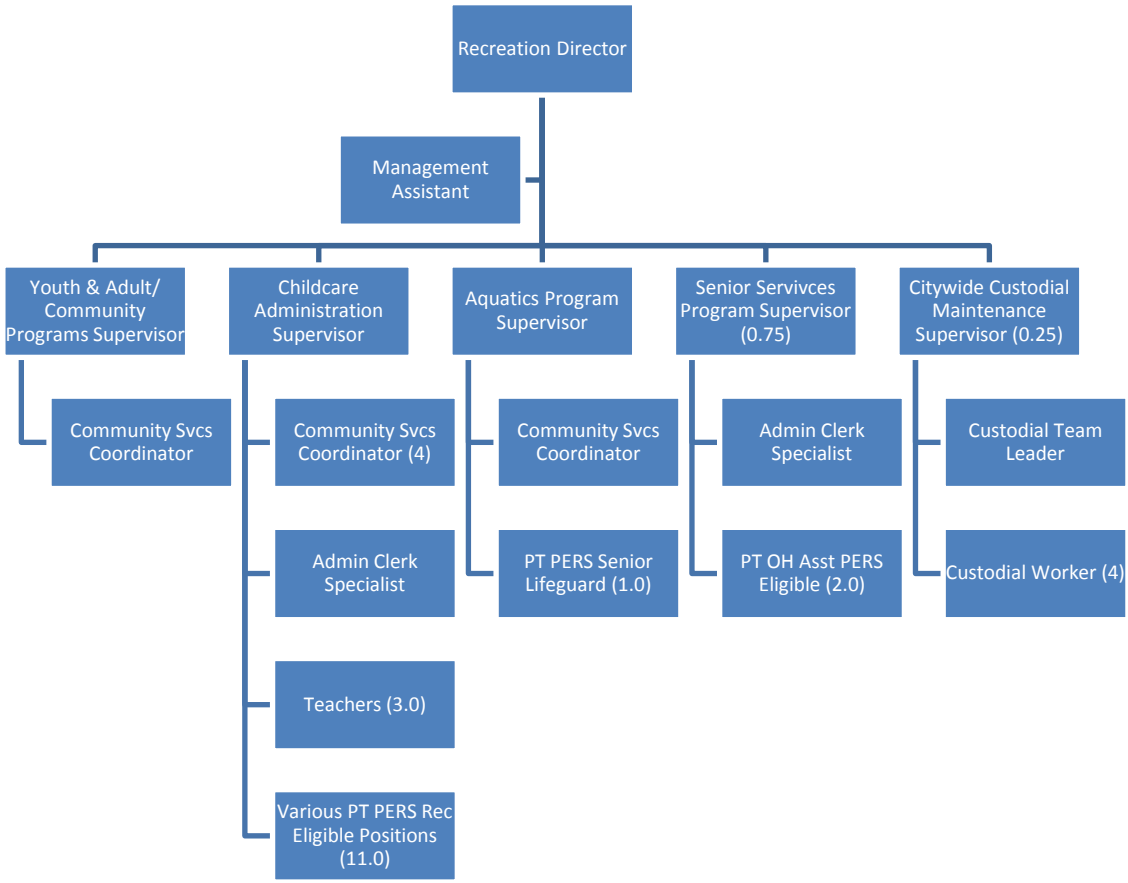
The Division improves the quality of life of older adults by providing programs and services for all seniors. The Division includes education and socialization program opportunities that contribute to enriching life for older adults.

Citywide Custodial Maintenance

This newly created division for FY 2013-14 is responsible for the custodial maintenance needs all of all City facilities including: City Hall, Public Safety Building, Community and Swim Centers, Senior Center, Recycling Center, Corporation Yard, clubhouses, and picnic sites.

Chart 9-1 reflects the Department's organizational structure**.** The chart does not include all part-time positions.

Chart 9-1
Recreation Department Organization Chart



Position Listing

Table 9-1 depicts the Recreation Department's overall staffing patterns over four years. This does not include part-time hourly positions.

Table 9-1
Recreation Department Position Listing

RECREATION DEPARTMENT	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Admin Clerk Specialist	2	2	2	2	2
Assistant Program Supervisor	2	2	0	0	0
Childcare Teacher	3	3	3	3	3
Community Services Coordinator	6	6	6	6	6
Custodial Maintenance Leadworker	0.5	0.5	1	1	1
Custodian	3.5	3.5	4	4	4
Management Assistant	1	1	1	1	1
Recreation Director	1	1	1	1	1
Recreation Program Registrar	1	1	1	1	1
Recreation Supervisor	4	4	4	4	4
RECREATION DEPARTMENT TOTAL	**24**	**24**	**23**	**23**	**23**

Strategic Plan Alignment

Table 9-2 shows the services performed by the Recreation Department as aligned to the Strategic Plan.

Table 9-2
Recreation Department Strategic Plan Alignment

Program or Service	Strategic Plan Goal	Activity Required By:	Duration
Facilitate and administer Co-Sponsorship Program	Exemplary Services	City	Ongoing
Continue to identify and offer a diverse range of recreational and leisure activities to the public	Sense of Place & Identity	No	Ongoing
Continue to improve innovative and cost effective methods of service delivery and promote a culture of high quality customer service	Exemplary Services	City	Ongoing
Develop and strengthen partnerships and collaborations with nearby organizations and agencies	Exemplary Services	City	Ongoing
Support efforts to improve park and recreation facilities	Public Facilities	City	Multi Year
Provide quality Child Care Preschool, Teen Leadership and Afterschool Programs	Exemplary Services	City	Ongoing
Actively promote and facilitate active living and healthy eating in all applicable programs and services	Public Health & Safety	City	Ongoing
Continue to partner with WCCUSD After School Office to provide quality programming at Portola and Fairmont School in line with ASES guidelines	Sense of Place & Identity	State	Ongoing
Monitor and evaluate 3rd party vendors and contractors to ensure high quality services and best value	Public Health & Safety	City	Ongoing
Continue to seek out and place volunteers with meaningful duties and responsibilities	Exemplary Services	No	Ongoing
Comply with State Childcare Licensing guidelines	Exemplary Services	State	Ongoing
Provide a variety of aquatics offerings, including lap swim, water aerobics, public swims, and camps	Sense of Place & Identity	City	Ongoing
Provide Swim Lessons to promote health and water safety	Public Health & Safety	City	Ongoing
Continue partnerships with various athletic clubs, including Swim Teams, Baseball, Futbol and Tennis	Sense of Place & Identity	No	Multi Year

Oversee rentals of all of the recreational facilities throughout the City in an effective manner including Pool, Splash Park, Clubhouses, Fields, and picnic areas	Sense of Place & Identity	City	Ongoing
Partnership with WCCUSD to provide swim lessons, programs, and facilities for students and teams	Exemplary Services	City	Ongoing
American Red Cross Staff Certifications & Trainings	Public Health & Safety	State	Ongoing
Continue to partner and collaborate with professional organizations such as the California Parks and Recreation Society (CPRS) and the Bay Area Public Pool Operators Association (BAPPOA)	Financial Sustainability	No	Multi Year
Continue to utilize Measure A (2000) Fund for capital improvements to both improve the Swim Center and maintain it at a high level as it ages.	Public Facilities	City	Multi Year
Work with contractors and maintenance staff to maintain the pools, splash park and swim center facility in the most efficient manner	Public Facilities	No	Multi Year
Develop and strengthen partnerships and collaborations with nearby aquatics facilities and related organizations	Financial Sustainability	No	Ongoing
Provide a variety of classes, education, trips, excursions, and programs for seniors and older adults	Sense of Place & Identity	No	Ongoing
Alzheimers Respite and Support Programs	Exemplary Services	No	Multi Year
Create special events for seniors (i.e. health fair(s), fitness, etc.) that both inform the public and increase senior center revenues.	Public Health & Safety	No	Ongoing
Evaluate and address under-performing programs and make necessary adjustments	Exemplary Services		Ongoing
Provide CoCo Café and Meals on Wheels Nutrition Program	Exemplary Services	City	Multi Year
Continue to increase participation by seniors and people with disabilities in the Easy Ride Transportation Service.	Environmental Sustainability	City	Ongoing
Develop and strengthen partnerships and collaborations with nearby organizations and agencies	Exemplary Services	No	Ongoing
Liaison to the Park and Recreation Commission and the Committee on Aging	Exemplary Services	City	Ongoing
Support community and staff efforts to improve facilities	Public Facilities	City	
Provide a variety of camp and class options, including day camps, resident and specialty summer camps	Sense of Place & Identity	No	Ongoing
Expand Sports Programming, Camps and Classes	Sense of Place & Identity	No	Multi Year
Marketing services to Increase awareness and improve public information for programs and facility rental options in print and online.	Exemplary Services	No	Ongoing
Provide custodial services to support community and staff efforts to improve facilities	Public Facilities	No	Ongoing
Leadership and oversight for community events, including 4th of July Festival, Egg Hunt, Sweetheart Dance, Pancake Breakfast, Golf Scramble	Sense of Place & Identity	No	Ongoing

RECREATION DEPARTMENT BUDGET SUMMARY

Recreation Department Expenditures All Funds	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Personnel Services	$3,092,827	$3,023,573	$3,083,136	$3,037,172	$3,138,626
Purchased Professional & Technical Services	350,034	355,930	352,500	364,500	388,500
Purchased Property Services	214,884	222,636	187,827	176,500	180,200
Other Purchased Services	222,513	232,476	239,120	264,520	267,820
Supplies	239,305	214,816	240,300	228,800	240,500
Property & Capital	1,729	30,012	22,000	48,100	46,100
Financing Costs	46,890	64,260	50,600	66,000	67,100
Other Financing Uses	51,137	51,993	52,875	31,486	32,430
Total Expenditures	**$4,219,320**	**$4,195,696**	**$4,228,358**	**$4,217,078**	**$4,361,276**
General Fund (101)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services	$2,952,943	$2,885,644	$2,858,702	$2,826,397	$2,918,423
Purchased Professional & Technical Services	350,034	355,930	352,500	364,500	388,500
Purchased Property Services	208,381	209,049	143,627	162,500	166,000
Other Purchased Services	222,513	232,200	238,100	263,500	266,800
Supplies	228,259	202,516	225,100	211,800	225,300
Property & Capital	1,729	15,012	22,000	48,100	46,100
Financing Costs	46,890	64,260	50,600	66,000	67,100
Other Financing Uses	22,600	22,600	22,600		
Total Expenditures	**$4,033,350**	**$3,987,211**	**$3,913,229**	**$3,942,797**	**$4,078,223**
Landscape & Lighting (203)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services	$71,577	$71,611	$108,257	$107,180	$112,349
Purchased Property Services			$30,000		
Total Expenditures	**$71,577**	**$71,611**	**$138,257**	**$107,180**	**$112,349**
Measure J Return to Source Fund (204)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services	$68,307	$66,318	$78,571		
Purchased Property Services	6,502	13,587	14,200		
Other Purchased Services	0	276	1,020		
Supplies	11,047	12,300	12,700		
Other Financing Uses	28,537	29,393	30,275		
Total Expenditures	**$114,393**	**$121,874**	**$136,766**	**$0**	**$0**
Paratransit Fund (214)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services				$66,310	$68,725
Purchased Property Services				14,000	14,200
Other Purchased Services				1,020	1,020
Supplies				14,500	12,700
Other Financing Uses				31,486	32,430
Total Expenditures				**$127,316**	**$129,075**
Federal, State & Local Grants (221)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Property & Capital		$15,000			
Total Expenditures	**$0**	**$15,000**	**$0**	**$0**	**$0**
Integrated Waste Mgmt (501)	**FY 2011-12 Actual**	**FY 2012-13 Actual**	**FY 2013-14 Amended**	**FY 2014-15 Adopted**	**FY 2015-16 Adopted**
Personnel Services			$37,606	$37,285	$39,129
Supplies			$2,500	$2,500	$2,500
Total Expenditures	**$0**	**$0**	**$40,106**	**$39,785**	**$41,629**

Recreation Department Revenues

All Funds	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Property & Other Taxes	$99,421	$104,371	$124,467	$132,552	$132,552
Use of Money & Property	193,129	227,143	210,000	244,200	253,140
Charges for Services	2,968,915	2,971,320	3,160,212	3,182,092	3,307,435
Other Revenue	98,225	64,574	81,700	80,200	84,820
Other Financing Sources	28,537	29,393	30,275	31,486	32,430
Total Revenues	**$3,388,227**	**$3,396,801**	**$3,606,654**	**$3,670,530**	**$3,810,377**

General Fund (101)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Use of Money & Property	$193,129	$227,143	$210,000	$244,200	$253,140
Charges for Services	2,958,300	2,957,767	3,147,712	3,168,592	3,293,935
Other Revenue	98,225	64,574	81,700	80,200	84,820
Other Financing Sources	28,537	29,393	30,275	31,486	32,430
Total Revenues	**$3,278,191**	**$3,278,877**	**$3,469,687**	**$3,524,478**	**$3,664,325**

Measure J Return to Source Fund (204)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Property & Other Taxes	$99,421	$104,371	$124,467		
Charges for Services	10,615	13,553	12,500		
Total Revenues	**$110,036**	**$117,924**	**$136,967**	**$0**	**$0**

Paratransit Fund (214)	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Property & Other Taxes				$132,552	$132,552
Charges for Services				13,500	13,500
Total Revenues	**$0**	**$0**	**$0**	**$146,052**	**$146,052**

Recreation Administration

The Administrative Division is responsible for ensuring that all aspects of the Recreation Department are operating well; providing overall management of activities, long- and short-range planning, personnel and budget administration; coordinating with other agencies; supporting advisory commissions and committees; managing grants; and working with other departments relating to capital projects and Citywide programs and services. Recreation Administration staff coordinates and directs all functions and is responsible for the allocation of resources within the Department.

The Administrative Division is also responsible for coordinating the Department's budget process, financial reporting, and contracting of services. The Division assists with monitoring the budget throughout the year, providing reports, and directing the Department as necessary.

The Administrative Division oversees the allocation of scholarships for families who are financially in need. Qualifying families are encouraged to apply for funding, to participate in Department programs.

The Division provides office support and administrative support for each of the Department's programs and provides support to the Park and Recreation Commission.

Division staff is instrumental in the planning and oversight of all Recreation Department Special Events; especially Alberrito Streets & Street Play, the Dynamo Golf Scramble, and the 4th of July Celebration.

FY 2013-14 ACCOMPLISHMENTS
Successfully negotiated updated Joint Use Facilities Agreement with WCCUSD
Increased revenues department wide
Received "Best of Contra County" Award by Parents' Press for 4th of July Festival – 3rd year in a row
Increased training opportunities department wide
Increased Summer Camp registrations and revenue by over 10% in 2014

Youth & Adult/Community Services Divisions

The Youth & Adult/Community Services Divisions provides quality facilities and programs to the community offering social, physical and educational opportunities for personal enrichment through recreation and leisure activities.

The Divisions provide:

- Management and delivery of a diverse list of youth and adult classes and activities through the use of independent contractors and part time staff
- Department wide marketing coordination
- Continued development of partnerships and community organizations, advisory groups, and citizens
- Volunteer opportunities for individuals and organizations;
- Rentals of a variety of City facilities, fields and parks
- Coordination of specialty summer camp programs.

Division staff assist in all Recreation Department Special Events; especially Halloween festivities, Street Play/Alberrito Streets, Zumbathon®, and the rides, games, and volunteer coordinator at the 4th of July Festival.

FY 2013-14 ACCOMPLISHMENTS
Youth Services Division
Continued to expand Madera After School Enrichment Program (MASEP), general Recreation classes and Summer Camp offerings. Provided more diverse class subjects for the Harding After School Enrichment Program (HASEP).
Received "Best Arts Culinary Summer Camp", "Best Gymnastic Classes" and "Best Sports, Riding & Circus Arts Summer Camp" in Contra Costa County from readers of Parent's Press Magazine.
Introduced an additional Community Event named "Zumbathon®" that will benefit the David Hunter Memorial Youth Scholarship Fund and will be held on May 31, 2014.
Successfully recruited a new Gymnastics Head Coach and a Gymnastics Assistant Coach. The addition of the new personnel has improved the quality of our Gymnastics programs and has drastically increased the number of enrollments.
Adult/Community Services Division
Continued to expand general Recreation classes and exercise offerings
Renovated Tassajara Pottery Studio with the removal of the old, cracked tile floor, installed a new textured, painted floor and repainted the interior walls to better suit the needs of specialty classes and to ease the cleaning process of the floors
Creatively reorganized the layout of Arlington Park picnic sites. As a result, the Division added an additional picnic site that will be rented in the future
Incorporated an online Tennis Court Reservation system for customers
Branded the monthly Department e-newsletter as "**rECnews**" and have increased the subscriber list to 4,000 recipients
Re-branded the Fall and Winter/Spring Recreation Brochure and Summer Activity Guide as "**rECguide**"
Researched, developed and proposed a Social Media Policy and expanded the use of Social Media so that the Department may engage customers, brand the Department, its services and to keep up with current business trends

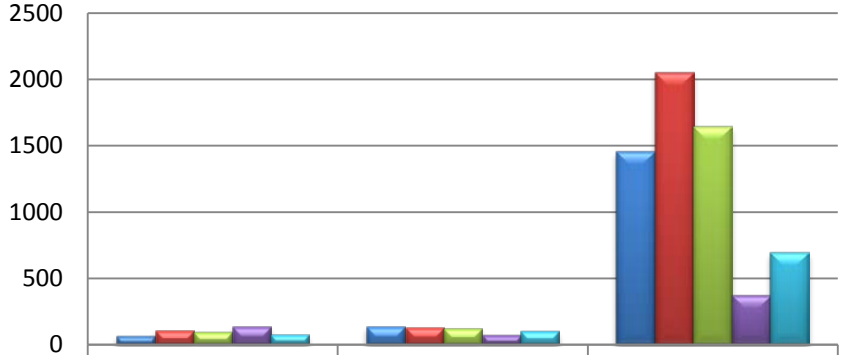
Service Indicators

Workload statistic achievements are based on services provided to patrons as shown in **Table 9-3** and **Charts 9-2 through 9-5.**

Table 9-3
Community Engagement Activities

Special Events	**Events**	**8**	***Participants***	***14,580***
4th of July Festival				
Pancake Breakfast				
Street Play and Alberrito Streets				
Family Sweetheart Dance				
Halloween Festival				
Spring Egg Hunt				
Golf Tournament				
Written Outreach	***Campaigns***	***2***	**Pieces**	***82,000***
Fall rECguide (56 pages)				
Winter/Spring rECguide (64 pages)				
Summer rECguide (40 pages)				
rECnews E-Newsletter (4,000 community members)				

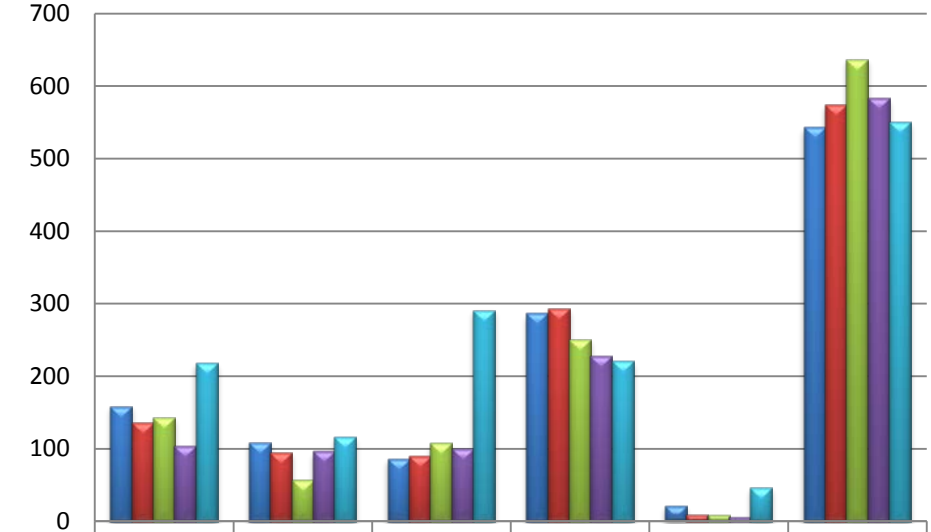
Chart 9-2
Adult/Community Programs Enrollments and Passes, Calendar Year



	Tennis Permits	Tennis Renewals	Adult Class Enrollments
2009	65	137	1455
2010	108	134	2051
2011	92	126	1645
2012	136	72	376
2013	78	102	699

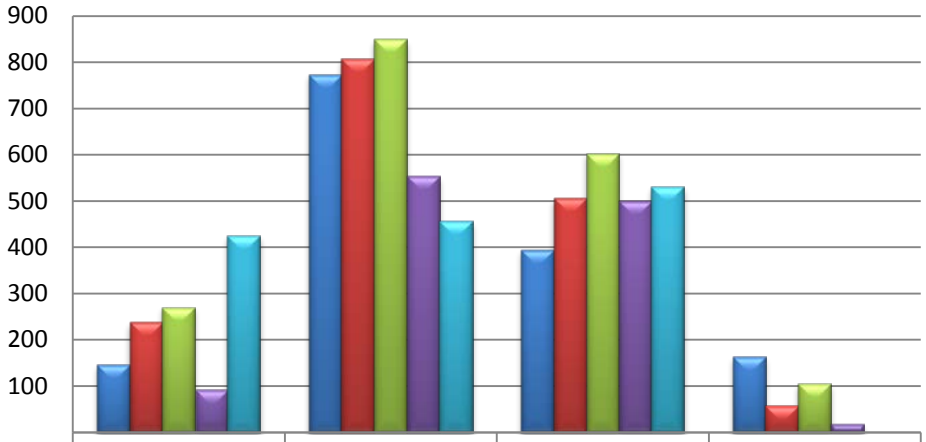
In 2012 the Recreation Department started using a new software program which accounts for the decrease in Tennis Renewals and an increase in permit sales. The new recreation software also calculates adult class enrollment differently, accounting for the lower enrollment count.

Chart 9-3
Facility Rentals by Type, Calendar Year



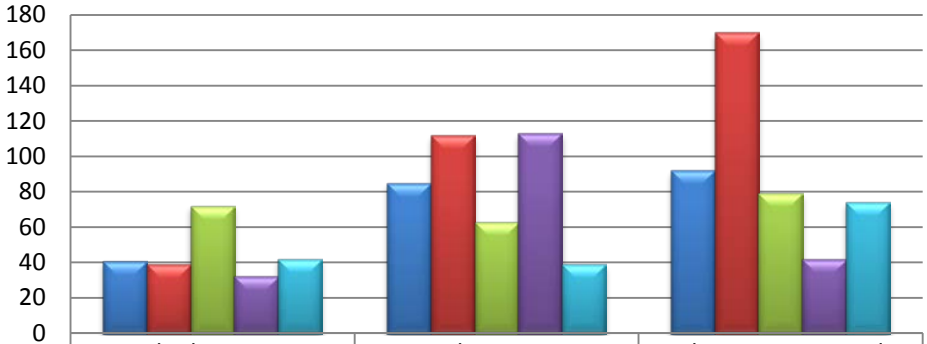
	Room	Clubhouse	Main Hall	Picnic	Senior Center	Tennis Court
2009	159	109	86	287	21	543
2010	136	95	89	293	9	575
2011	143	56	107	251	8	637
2012	103	96	101	227	6	583
2013	218	116	291	220	46	550

Chart 9-4
Youth Services Program Enrollments, Calendar Year



	Youth Classes	HASEP	MASEP	FASEP
2009	147	775	394	163
2010	237	808	506	59
2011	271	849	604	106
2012	92	553	500	18
2013	426	455	531	0

Chart 9-5
Youth Services Pass Purchases & Renewals, Drop-Ins – Calendar Year



	Youth Class Drop-In	Class Pass	Class Pass Renewal
2009	41	85	92
2010	39	112	170
2011	72	63	79
2012	32	113	42
2013	42	39	74

CHILDCARE ADMINISTRATION DIVISION

The Childcare Administration Division coordinates and delivers childcare and afterschool programs, preschool, and day camp programs. It is the largest division of the Recreation Department. The Division provides a full range of recreational opportunities before, during, and after school as well as delivering a diverse range of day camp programs during the summer and school holiday breaks. The Division serves youth in our community from the ages of 22 months to 17 years and employees adults of all ages.

The Division is responsible for oversight of the partnership with the West Contra Costa Unified School District in the delivery of afterschool programs at Fairmont and Portola Schools utilizing funds from the Proposition 49 – Afterschool Education and Safety Program (ASES).

Childcare Division Staff are also instrumental in the delivery of the Recreation Department's Community Events; especially the annual Spring Egg Hunt and the Recreation Department Information/Ticket Booths, Food Booths, and Face Painting Station at the 4th of July Celebration.

Recreation Department Partnership with WCCUSD

Beginning in FY 2007-08, the West Contra Costa Unified School District (WCCUSD) received grants through state and federal governments for several schools within the City of El Cerrito. WCCUSD continues to contract with the City of El Cerrito through the Recreation Department to administer its After School Education and Safety Program (ASES) grant funding to provide afterschool programming for students. In FY 2014-15, Recreation Department staff will continue to partner with WCCUSD to provide academic enrichment opportunities during non-school hours for children attending Fairmont Portola Schools. The implementation of these programs helps students meet state and local standards in core academic subjects such as reading and math. The afterschool program offers students a broad array of enrichment activities that complement the students' school day.

Table 9-4
WCCUSD Funding (ASES & 21st Century After School Grant Programs)

	2010-11	2011-12	2012-13	2013-14	2014-15
Fairmont (ASES)	$90,000	$90,000	$99,191	$92,011	$93,818
Harding (21st Century)	$81,000	$90,000	grant ended	N/A	N/A
Portola (ASES)	$108,000	$110,000	$129,478	$123,866	$125,693
Total	**$279,000**	**$290,000**	**$228,669**	**$215,877**	**$219,511**

FY 2013-14 ACCOMPLISHMENTS
Added a leadership program to all of the afterschool programs allowing youth to have a say and take a leadership role in the on-going operations of their programs.
Portola and Fairmont Schools were named as two of the nine pilot sites in the WCCUSD After School Programs 28 programs within the district to launch the "Program Quality Assessment" system.
Successfully learned, administered and trained staff on the new WCCUSD Program Quality Assessment (PQA) Evaluation Tool.
Completed a trio (In-House, WCCUSD ASP Office and outside evaluator Public Profit) of site evaluations at the Portola and Fairmont afterschool programs.
Provided four constantly evolving and exciting Holiday Camps throughout the school year.
Received Parents press "Best of the East Bay 2013" awards for a majority of the programs offered by the Division: Best Childcare, Best Independent Preschool: Casa Cerrito, Best Spring Break Camp, Best Winter Break Camp, Best Traditional Day Camps, Best Science Camp for the Crazy, Funky Science Camp, Best Performing Arts Camp for Drama and Dance Camp.

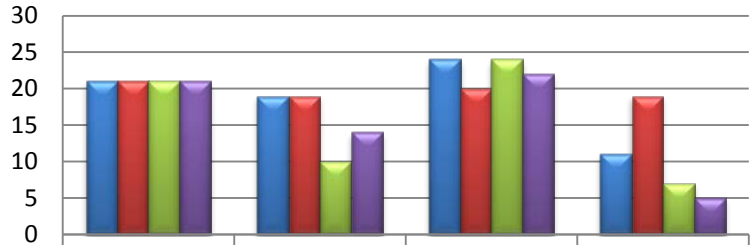
Table 9-5
Community Engagement Activities

SPECIAL EVENTS		
Summer Camp Assemblies (weekly – 10 total)	Attendees (per week)	~100
Afterschool Program Plays/Talent Shows (2 per school)	Attendees (per show)	80-300

Service Indicators

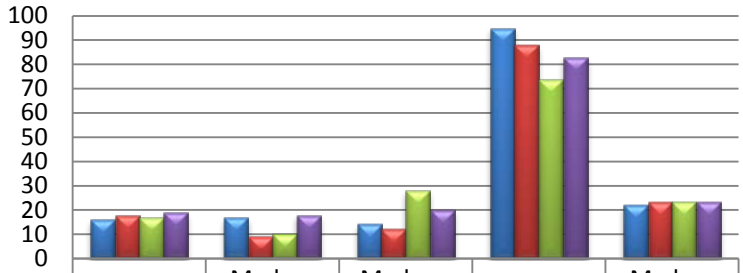
Key workload assumptions for FY 2013-14 are based on prior years' experiences, which generally remain constant. These statistics are illustrated in **Charts 9-6 to 9-10**.

Chart 9-6
Preschool Enrollment



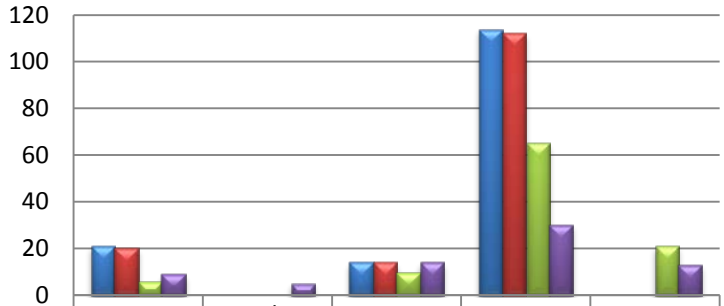
	Casa Cerrito AM Preschool	Casa Cerrito PM Preschool	Community Center Teeter Tots	Pee Wee Play Time
2010	21	19	24	11
2011	21	19	20	19
2012	21	10	24	7
2013	21	14	22	5

Chart 9-7
Madera Childcare Enrollment



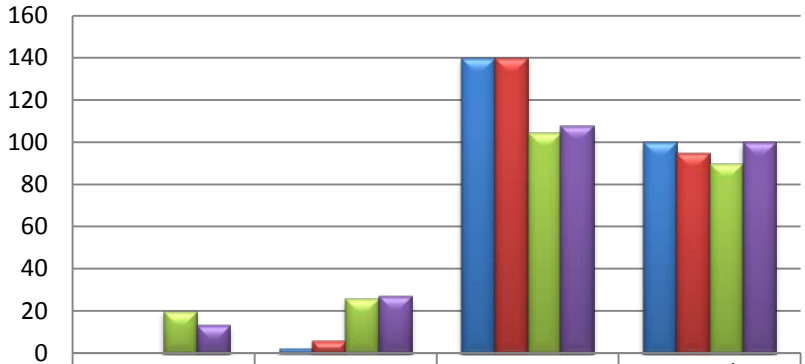
	Madera AM	Madera AM Kinder Only	Madera PM Kinder Only	Madera PM	Madera PM Extended
2010	16	17	14	95	22
2011	18	9	12	88	23
2012	17	10	28	74	23
2013	19	18	20	83	23

Chart 9-8
Harding Childcare Enrollment



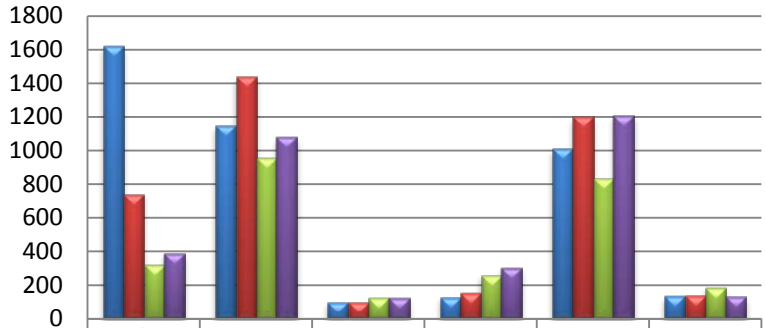
	Harding AM	Harding Transitional Kinder PM	Harding PM Kinder Only	Harding PM	Harding PM Extended
2010	21	0	14	114	0
2011	20	0	14	112	0
2012	6	0	10	65	21
2013	9	5	14	30	13

Chart 9-9
Fairmont Childcare and Portola Afterschool Enrollment



	Fairmont AM	Fairmont PM Kinder Only	Fairmont PM	Portola Afterschool
2010	0	2	140	100
2011	0	6	140	95
2012	20	26	105	90
2013	13	27	108	100

Chart 9-10
Camps Program Enrollments



	Art/Performing Camps	Camp Classics	Camp Ravenclif f	Science Camps	Sports Camps	Teen Leadership
2010	1620	1151	100	129	1013	133
2011	741	1441	100	151	1203	139
2012	317	955	120	261	838	182
2013	391	1077	120	303	1210	132

AQUATICS DIVISION

The Aquatics Division provides residents of El Cerrito and neighboring communities with the opportunity to participate in a variety of aquatic programs year round. These include lap swim, water aerobics, masters swim team (19 years of age and up), club swim teams (5 to 18 years), swim lessons, pool rentals, water polo, the Splash Park for recreational water play, and aquatic facility rentals.

Aquatics Division Staff:

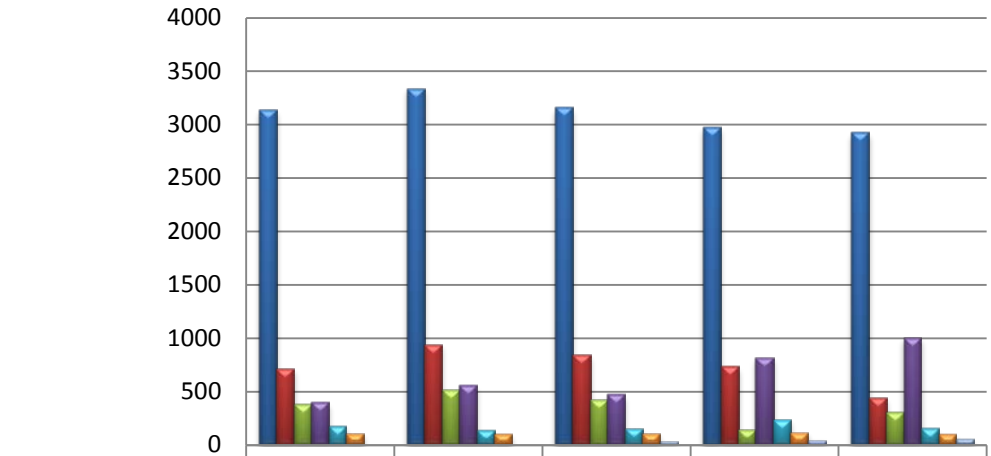
- Manage the operation of the Swim Center and its programs: lap swim, public swim, day camp, swim teams, water polo, and swim lessons for youth and adults, and the Splash Park;
- Developing partnerships with community organizations, advisory groups, citizen organizations, and WCCUSD schools;
- Oversee maintenance contractors and staff to keep the facility in top running condition;
- Provide a variety of American Red Cross Health and Safety course to members of the public and City Staff;
- Providing support and direction for special events; especially the Holiday Pancake Breakfast, Family Sweetheart Dance, the Haunted House and the 4th of July Vendor Coordination.

FY 2013-14 ACCOMPLISHMENTS
Received Parent's Press Award for "Best Swim Classes" 2013
Splash Park weekend times were added in the Spring of 2014 for expanded availability to the public
Replaced pool heaters with high efficiency, lower maintenance heaters for both the competition pool and the recreation pool
Assisted with the installation and activation of the solar panel project in the swim center/community center parking lot and Swim Center buildings
Supervised pool maintenance contractors and maintained the swim center in compliance with all county, state and federal Health and Safety regulations
Maintained City's relationship with WCCUSD by making the swim center available for El Cerrito High School Swim Team practice and meets, and by providing lifeguards and swim instructors for Portola Middle School PE swim lessons
Secured a new contract with Camp Kee Tov to provide daily summer recreation swims for approximately 200 campers for 8 weeks of the summer during under times the recreation pool was underutilized.

Service Indicators

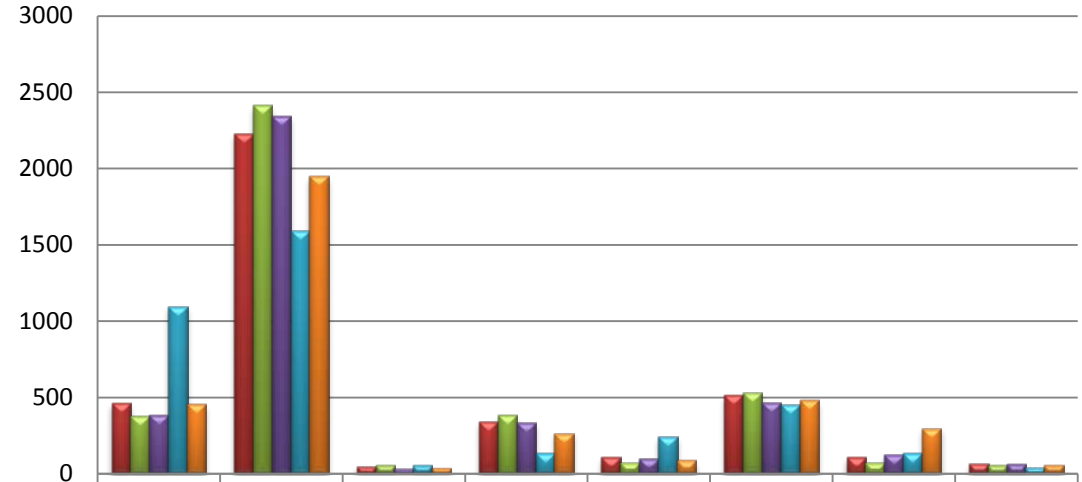
Charts 9-11 to 9-14 depict the Aquatics Division workload statistics by the calendar year:

Chart 9-11
Swim Center Enrollments and Rentals, Calendar Year



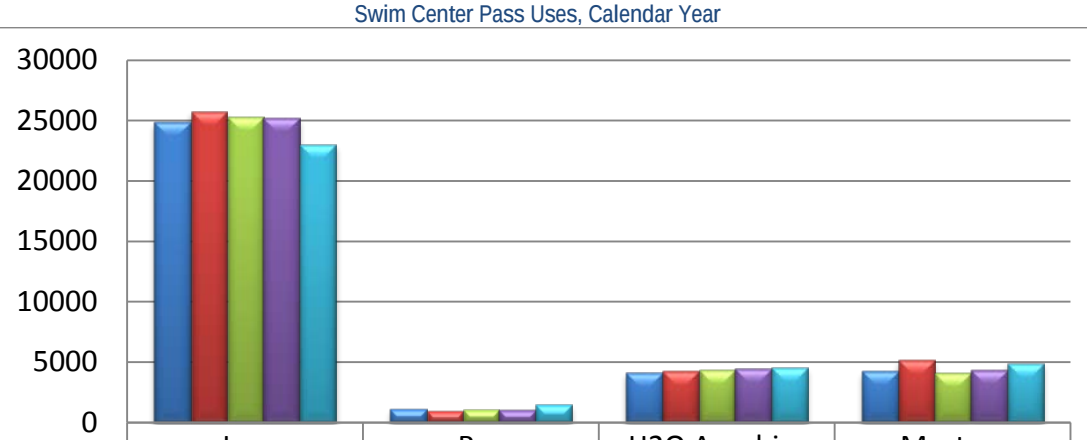
	2009	2010	2011	2012	2013
Learn to Swim	3138	3344	3159	2977	2928
Gators Swim Team	717	946	849	737	444
Swim Camps	378	516	431	147	305
Adult Lessons	400	558	475	817	1009
Fee Classes	176	136	159	238	151
Pool Rentals	110	105	111	119	102
Splash Park Rental	0	0	39	47	56

Chart 9-12
Swim Center Pass Purchases and Renewals, Calendar Year



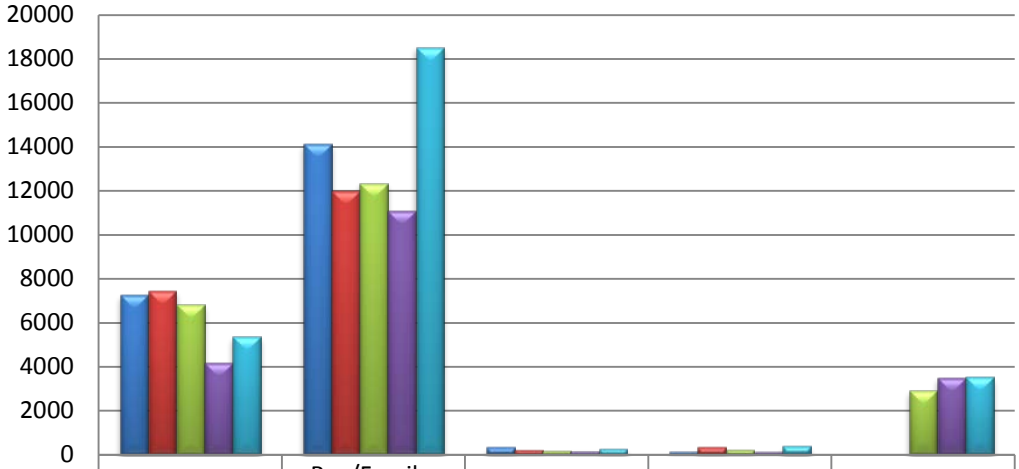
	Lap Pass Sales	Lap Renewals	Masters Sales	Masters Renewal	Aerobics Sales	Aerobics Renewals	Rec Sales	Rec Renewal
2009	465	2231	51	343	107	514	107	68
2010	374	2412	53	383	76	536	75	54
2011	380	2346	32	337	102	469	126	65
2012	1099	1596	53	132	243	455	132	43
2013	456	1950	37	267	87	482	302	53

Chart 9-13
Swim Center Pass Uses, Calendar Year



	Lap	Rec	H2O Aerobics	Masters
2009	24866	1116	4133	4230
2010	25780	901	4211	5165
2011	25287	1060	4294	4078
2012	25193	1038	4479	4294
2013	23005	1507	4572	4921

Chart 9-14
Swim Center Point of Sale, Calendar Year



	Lap Swim	Rec/Family Swim	H2O Aerobics	Masters	Splash Park
2009	7270	14126	321	132	0
2010	7443	11970	204	318	0
2011	6823	12349	156	213	2927
2012	4187	11089	177	111	3486
2013	5371	18534	268	390	3520

SENIOR SERVICES DIVISION

The Senior Services Division coordinates, promotes, delivers, and evaluates a network of programs, activities and services designed to improve the quality of life of adults 50 years and older. It is the goal of staff and volunteers to provide programs, activities and services for adults who are vigorous and independent as well as the frail and vulnerable.

Residents of El Cerrito and neighboring communities enjoy a continuum of programs at the Senior Center which include fitness, wellness, the arts, culture, Wi-Fi Cyber Café, computer classes, travel, and many other recreational activities.

Division services include a daily lunch program, home delivered meals, Alzheimer's Respite Program, health clinics, tax preparation, support groups, and health insurance counseling.

Easy Ride Paratransit, with funding provided by Measure J offers affordable, accessible and friendly door-to-door service five days a week within City limits enabling residents 65 and older and people with disabilities 18 years and older to regularly run errands, get to work, attend classes, purchase groceries and household supplies, keep appointments, and visit family and friends. Easy Ride also provides a once a month shopping trip to desirable stores just outside El Cerrito.

The Division partners with other organizations and agencies for assistance in the delivery of programs and services allowing area residents to benefit from these associations at no cost to the City. A pool of 50 volunteers round out many of our program delivery needs.

The division produces a monthly newsletter (which is mailed to participants and available on the department's web page), works on fundraising and planned giving programs, contracts for services,

monitors budget and Measure J costs, provides staff liaison and clerical support to Committee on Aging, and participates on advisory councils and committees.

Senior Services Division Staff provide to support to the Recreation Department's Community Special Events; especially the Dynamo Golf Scramble and the 4th of July food vendor coordination.

FY 2013-14 ACCOMPLISHMENTS
Started to build a fund reserve to purchase a new paratransit van utilizing eligible Contra Costa County Measure J funding.
Increased number of classes offered and transitioned all new instructors to a percentage based contract to ensure cost recovery.
Expanded role of Committee on Aging. Committee established guest speaker program dealing with senior issues. Richmond and San Pablo Committee on Aging are mirroring our program.
Successfully recruited several volunteers to teach classes at the Senior Center.
Offered joint programs and excursions with neighboring senior centers and other senior services organizations to minimize program cancellations and reduce charter bus costs.
Expanded Easy Ride to include shopping locations just outside of El Cerrito to Costco, Target, Pacific East Mall and Grocery Outlet.
Placed new volunteers at senior center and throughout city.

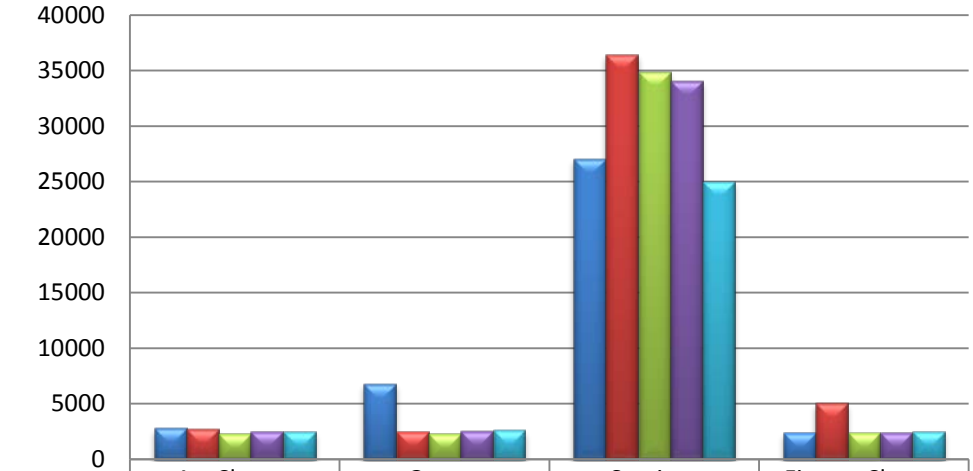
Service Indicators

Services and programs provided by the Senior Services Division are listed in **Table 9-6** and **Charts 9-15 and 9-16:**

Table 9-6
Community Engagement Activities

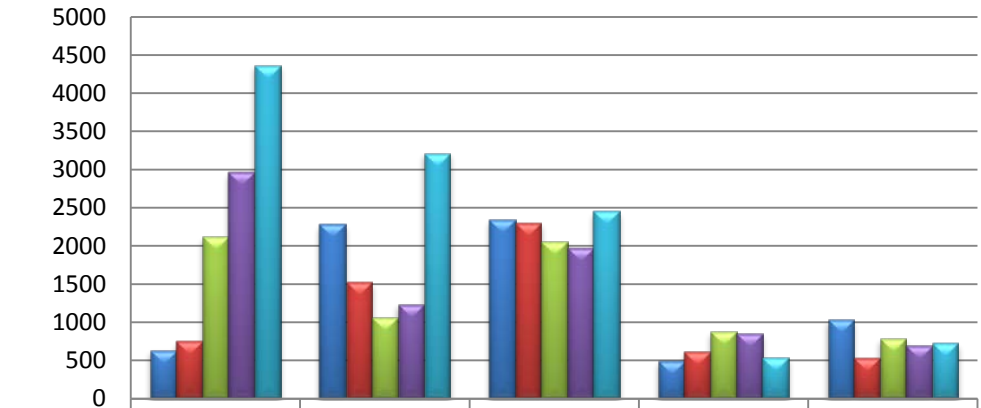
Community Input		***Meetings***	***12***	***Participants***	***240***
	Committee on Aging				
Special Events and Workshops		***Workshops/ Events***	***10***	**Participants**	***350***
	Advanced Health Care Directive and Estate Planning				
	Earthquake Emergency Preparedness				
	Healthcare Movie				
	Heart Attacks and Stroke with Dr. Carson				
	Insomnia and Relaxation				
	Blood Pressure Screening				
	Let's Talk about Health				
	Protect Yourself from Scams Targeting Seniors				
	Covered California				
	Senior Center Holiday Party				
Totals		***Meetings/Events***	***22***	**Participants**	***690***
Written Outreach		**Mailings**	**12**	**Pieces**	***19,200***

Chart 9-15
Senior Visits by Type



	Art Classes	Games	Services	Fitness Classes
2009-10	2810	6762	27028	2404
2010-11	2734	2520	36425	5024
2011-12	2310	2306	34869	2392
2012-13	2556	2500	34071	2420
2013-14	2520	2621	24982	2559

Chart 9-16
Senior Visits by Category



	Programs	Classes	Recreation	Support Groups	Excursions
2009-10	640	2285	2350	496	1037
2010-11	750	1519	2304	618	531
2011-12	2131	1071	2063	885	789
2012-13	2961	1242	1968	856	705
2013-14	4375	3220	2456	540	727

CITYWIDE CUSTODIAL DIVISION

The Recreation Department oversees Citywide custodial services for all City facilities through this division. All custodial services are performed in-house. Services in the Recreation Department are maintained through the utilization of part-time Building Attendants who perform light custodial duties, set-ups and breakdowns, and program revenue collection during non-business hours.

FY 2013-14 ACCOMPLISHMENTS
Took over custodial maintenance of City Hall, Public Safety, and Public Works buildings from contract service provider.
Saved to General Fund $40,000.00 by having custodial staff provides the work that was performed by outside vendors in the past.
Restructured staff work-schedules to accommodate increased workload without increasing FTE.

SECTION 10: SUCCESSOR AGENCY

Pursuant to AB1x26, which dissolved redevelopment agencies in California, the City of El Cerrito elected to serve as the El Cerrito Redevelopment Agency Successor Agency. The Successor Agency assumed all of the former Redevelopment Agency's liabilities, obligations, and non-housing assets. The City's role is to serve as a fiduciary agent for the Successor Agency, administering payments and performance of its obligations.

INTRODUCTION

In June 2011, the State of California enacted AB1x26 (Dissolution Act) to dissolve all redevelopment agencies in the State of California and establish successor agencies to wind down the former redevelopment agencies' affairs. The El Cerrito Redevelopment Agency (RDA) suspended activities on July 1, 2011 and the City elected to serve as the Successor Agency on August 15, 2011. On December 29, 2011, the State Supreme Court ruled that dissolution of redevelopment agencies constitutional and the RDA was dissolved on February 1, 2012.

The City's role as the Successor Agency is limited to taking actions necessary to facilitate completion and/or payment of the Successor Agency's obligations, as permitted by an oversight board and the California Department of Finance (DOF). The Successor Agency does not have budget discretion and therefore a budget was not proposed. For informational purposes, this section includes financial information regarding the Successor Agency.

The City also elected to serve as the Successor Housing Agency, assumed the RDA's affordable housing assets, and established the Housing Asset Fund. The City's Housing Asset Fund and affordable housing functions are separate from the Successor Agency. All funds, assets and liabilities remaining in the RDA's accounts as of dissolution and after transfer of Housing Assets to the Successor Housing Agency were transferred to a Fiduciary Fund called the Redevelopment Obligation Retirement Fund (RORF) established for the purpose of administering the Successor Agency.

The Successor Agency is not a component unit of the City of El Cerrito and the City did not assume the Successor Agency's assets and liabilities. Rather, the Successor Agency is charged with disposing of the assets and using any revenues that would have gone to the former RDA to pay enforceable obligations, and the City has simply elected to serve as the administrator. In El Cerrito's case, the non-cash assets transferred were of nominal value and cash transferred was sufficient to meet the Successor Agency's short-term obligations.

The Dissolution Act provides a process for authorization of payments to be made on the Successor Agency's recognized obligations. Each spring and fall, the Successor Agency prepares a Recognized Obligation Payment Schedule (ROPS) for an upcoming six-month period, which is subject to approval of an oversight board and DOF. Once approved, a ROPS serves as the spending plan during its operative period and the County Auditor-Controller (CAC) disburses funds sufficient for the Successor Agency to make payments on the approved ROPS. Expenditure or transfer of funds from the RORF is only permitted after consideration and approval of the payments on a ROPS by the Oversight Board, DOF and CAC.

In 2012, the state enacted amendments to the Dissolution Act, which included a provision for cash flow advances by the City to the Successor Agency, including litigation expenses related to dissolution as enforceable obligations, a requirement for a due diligence review of the former RDA's funds, and a formula for repayment of loans to the Housing Asset Fund, detailed later in this section.

SUCCESSOR AGENCY FINANCES

The RDA was funded through tax increment generated from the City of El Cerrito Redevelopment Project Area, which was established and its Redevelopment Plan adopted in 1977. The Redevelopment Plan was amended and restated in 1993 and does not expire until 2025. Each year's tax increment was the incremental difference in property tax revenue generated within the Project Area between that year and the base year of 1977. The Dissolution Act re-characterizes tax increment as Redevelopment Property Tax (RPT), but it is calculated in the same manner. Other than an insignificant amount of proceeds from loan receivables or asset sales, RPT is the only source of funding available to the Successor Agency to retire the former RDA's enforceable obligations, which continue throughout the life of the Redevelopment Plan. Upon expiration of the Redevelopment Plan, property taxes collected in the Redevelopment Project Area will be distributed according to the allocations that existed prior to the adoption of the Redevelopment Plan.

The Successor Agency's obligations include all debts and costs to perform on obligations of the former RDA. Prior to distributing RPT to the Successor Agency, the CAC withholds administrative costs and pass-through payments paid to the taxing entities, which are calculated in the same manner as before dissolution. Any RPT not needed to make payments on the Successor Agency's obligations is considered "residual" and is distributed to taxing entities that would have otherwise received the tax increment or property tax revenues in the Redevelopment Project Area.

Table 10-1 is a summary of tax increment generated during redevelopment suspension, RPT generated through the end of ROPS 14-15A, and projected RPT that will be generated for subsequent ROPS periods through expiration of the City of El Cerrito Redevelopment Plan in FY 2024-25. The projection is based on a constant 3% annual growth in assessed value in the Redevelopment Project Area starting in FY 2014-15, which are reflected in the projection for ROPS 14-15B. **Table 10-1** also summarizes the amounts withheld by the County Auditor-Controller for administrative costs and pass-through payments, and the net tax increment or RPT remaining for enforceable obligations after these amounts are withheld. These costs and net amounts are actual through ROPS 14-15A and projected for subsequent ROPS periods.

Table 10-1
Tax Increment and Redevelopment Property Tax through FY2024-25
City of El Cerrito Redevelopment Project Area

Fiscal Year	ROPS Period	Tax Increment or RPTTF	County Administration	Pass-Thru Payments	Net Available
2011-12	EOPS	$2,710,783	$0	$0	$2,710,783
	ROPS 1	$0	$0	$0	$0
2012-13	ROPS II	$2,221,333	($48,673)	($223,412)	$1,949,248
	ROPS III	$2,606,039	($48,009)	($482,915)	$2,075,115
2013-14	13-14A	$2,759,863	($31,230)	($1,251,240)	$1,477,393
	13-14B	$2,632,518	($30,945)	($529,090)	$2,072,483
2014-15	14-15A	$2,630,209	($39,968)	($529,090)	$2,061,151
	14-15B	$2,641,321	($31,036)	($528,264)	$2,082,021
2015-16	15-16A	$2,641,321	($31,036)	($528,264)	$2,082,021
	15-16B	$2,720,561	($31,967)	($544,112)	$2,144,482
2016-17	16-17A	$2,720,561	($31,967)	($544,112)	$2,144,482
	16-17B	$2,802,178	($32,926)	($560,436)	$2,208,816
2017-18	17-18A	$2,802,178	($32,926)	($560,436)	$2,208,816
	17-18B	$2,886,243	($33,913)	($577,249)	$2,275,081
2018-19	18-19A	$2,886,243	($33,913)	($577,249)	$2,275,081
	18-19B	$2,972,830	($34,931)	($594,566)	$2,343,333
2019-20	19-20A	$2,972,830	($34,931)	($594,566)	$2,343,333
	19-20B	$3,062,015	($35,979)	($612,403)	$2,413,633
2020-21	20-21A	$3,062,015	($35,979)	($612,403)	$2,413,633
	20-21B	$3,153,875	($37,058)	($630,775)	$2,486,042
2021-22	21-22A	$3,153,875	($37,058)	($630,775)	$2,486,042
	21-22B	$3,248,491	($38,170)	($649,698)	$2,560,623
2022-23	22-23A	$3,248,491	($38,170)	($649,698)	$2,560,623
	22-23B	$3,345,946	($39,315)	($669,189)	$2,637,442
2023-24	23-24A	$3,345,946	($39,315)	($669,189)	$2,637,442
	23-24B	$3,446,324	($40,494)	($689,265)	$2,716,565
2024-25	24-25A	$3,446,324	($40,494)	($689,265)	$2,716,565
	24-25B	$3,549,714	($41,709)	($709,943)	$2,798,062

OBLIGATIONS

The Successor Agency is responsible for the former RDA's debts and obligations described below. The payment amounts are summarized on **Table 10-2** that follows.

Tax Allocation Bond Payments. The RDA had four tax allocation bonds issuances. All taxing entities had subordinated their pass-through payments to payments on the RDA's bond debt, so if insufficient RPT is available to make bond debt service payments in a ROPS period, a portion the pass-through payments equal to the insufficient amount is deferred to a future ROPS period,. This occurred in ROPS II and deferred pass-through payments were made from RPT available for the ROPS 13-14A period.

Valente Note. Payments of $288,215 are due in March each year. The purpose of the note was seller financing of land acquisition for a key transit-oriented development, revitalization site in the Del Norte BART area. The note is secured by a third-party deed of trust on the property, which is now owned by the El Cerrito Municipal Services Corporation (MSC). The MSC recorded a performance deed of trust against the property, which is an asset of the Successor Agency, agreeing to develop the property pursuant to Health & Safety Code 33433 and return any proceeds from future development to the RDA. The current value of the property is less than the balance due on the note. The Successor

Agency will need to coordinate with both the note holder and the MSC on future transactions involving development of the property and/or repayment or the note.

Housing Loan Commitments. On January 31, 2012, the RDA had contracts with two affordable housing developers to make predevelopment loans on housing projects already underway. The City and Eden Housing have entered into a disposition and development agreement (DDA) for an affordable senior housing/mixed-use project adjacent to City Hall. Ohlone Gardens LP commenced construction on an affordable multi-family/special needs project on Portola Drive on property purchased in part with a loan from the RDA. The predevelopment portions of the two loans were funded on ROPS 13-14B. DOF continues to deny the enforceability of the post-DDA portion of the loan to Eden Housing, which is the $250,000 payment listed on **Table 10-2** as an obligation for the ROPS 14-15B period, since the Successor Agency is continuing to pursue funding.

ERAF and SERAF Loan Payments. The RDA borrowed housing funds from the Low & Moderate Income Housing Fund to make payments to the State for the Educational Revenue Augmentation Fund (ERAF) in 2005 and 2006 and to the Supplemental ERAF (SERAF) in 2010. The Successor Agency made a payment to the City Housing Asset Fund during the ROPS I period. Subsequent payments were delayed by the Dissolution Act, as interpreted by DOF, until the ROPS 14-15A period. The calculation of the maximum payment is one half the incremental change in residual RPT after all other obligations are paid.

Cooperation Agreement with the El Cerrito Municipal Services Corporation. In February 2011, the RDA entered into a Public Improvements and Cooperation Agreement for the City of El Cerrito Redevelopment Project Area with the City of El Cerrito. The City partially assigned the Cooperation Agreement to the MSC, which is a separate nonprofit, public benefit corporation. The RDA made payments under the agreement to the MSC prior to dissolution, which were listed on the RDA's Enforceable Obligations Payment Schedule prepared during suspension and not disputed by DOF. Despite Oversight Board approval of the Cooperation Agreement, DOF has not approved payments on the Cooperation Agreement by the Successor Agency. Projects being funded by the MSC include economic development activities, development of MSC-owned land, and coordination with City and other transit agencies on sustainable transit-oriented development efforts. The Cooperation Agreement is key to increasing the property tax base and will benefit all taxing entities serving the Redevelopment Project Area over the long term. The Successor Agency is continuing to pursue payments towards the Cooperation Agreement obligation and payments are listed on **Table 10-2** beginning in the ROPS 15-16A period. The Successor Agency, the City, and the MSC have filed litigation challenging DOF's denial of the Cooperation Agreement as an enforceable obligation.

Other Obligations. The Successor Agency has several small obligations, such as a vacation accrual liability from the former RDA, required completion of a Due Diligence Review, and litigation expenses. The vacation accrual liability and Due Diligence Review obligations have been paid. Litigation expenses have been funded on ROPS 13-14B and ROPS 14-15A.

Administrative cost allowance. The Successor Agency is entitled to an administrative cost allowance of $250,000 per fiscal year.

Cash Flow Loan. Due to insufficient RPT during ROPS III, the City advanced a portion of the FY2012-13 administrative allowance and litigation expenses. The Department of Finance approved the cash flow loan for these advances, which was funded on ROPS 13-14A.

Streetscape Project. The RDA and City undertook a multi-year capital improvement project beginning in 2004 and completed in 2012. A significant portion of the expenditures by the City on planning and construction were to be funded through a commitment of tax increment and bond proceeds by the RDA. However, during project close-out, it was determined the RDA had not funded its commitments on which the City had relied when letting contracts. The Successor Agency requested RPT on ROPS 14-

15A for this prior year RDA obligation, which was approved by the Oversight Board but denied by DOF. The Successor Agency will continue to pursue RPT for this obligation and is listing the unpaid amount on ROPS 14-15B.

Table 10-2 is a summary of the Successor Agency's obligations through FY 2024-25 including the Administrative Allowance, for which disbursements of RPT are requested for each ROPS period. If the obligations payable in a ROPS period exceed the amount of RPT available for that period, the Successor Agency may defer payment where possible or seek a cash flow loan from the City in order to avoid defaulting on an obligation. Starting with ROPS 14-15A, the Successor Agency requested a reserve for bond debt service due in the subsequent ROPS period in order to smooth out its cash flow.

Table 10-2
Recognized Obligation Payment Schedules Through FY2024-25
City of El Cerrito Redevelopment Project Area

Fiscal Year	ROPS Period	Debt Service	Valente Note	Housing Loans	SERAF/ ERAF Loans	Cooperation Agreement	Other	Admin Allowance	Cash Flow Loan	Streetscape Project
2011-12	EOPS	$433,109	$0	$46,669	$0	$1,031,340	$245,677	$0	$0	$0
	ROPS 1	$0	$288,215	$0	$415,773	$0	$0	$250,000	$0	$0
2012-13	ROPS II	$1,949,250	$0	$0	$0	$0	$0	$0	$0	$0
	ROPS III	$1,621,140	$288,215	$0	$0	$0	$17,132	$142,487	$0	$0
2013-14	13-14A	$389,243	$0	$531,152	$0	$0	$19,392	$250,000	$238,000	$0
	13-14B	$1,694,705	$288,215	$0	$0	$0	$96,655	$0	$0	$0
2014-15	14-15A	$1,063,616	$0	$0	$24,803	$0	$90,000	$125,000	$0	$0
	14-15B	$1,063,616	$288,215	$250,000	$0	$0	$0	$125,000	$0	$604,041
2015-16	15-16A	$1,084,561	$0	$0	$75,284	$300,000	$0	$125,000	$0	$0
	15-16B	$1,084,561	$288,215	$0	$0	$300,000	$0	$125,000	$0	$0
2016-17	16-17A	$1,148,109	$0	$0	$250,000	$300,000	$0	$125,000	$0	$0
	16-17B	$1,148,109	$288,215	$0	$0	$300,000	$0	$125,000	$0	$0
2017-18	17-18A	$972,242	$0	$0	$250,000	$300,000	$0	$125,000	$0	$0
	17-18B	$972,242	$288,215	$0	$0	$300,000	$0	$125,000	$0	$0
2018-19	18-19A	$1,041,192	$0	$0	$250,000	$300,000	$0	$125,000	$0	$0
	18-19B	$1,041,192	$288,215	$0	$0	$300,000	$0	$125,000	$0	$0
2019-20	19-20A	$860,586	$0	$0	$250,000	$0	$0	$125,000	$0	$0
	19-20B	$860,586	$288,215	$0	$0	$0	$0	$125,000	$0	$0
2020-21	20-21A	$1,078,851	$0	$0	$147,231	$0	$0	$125,000	$0	$0
	20-21B	$1,078,851	$288,215	$0	$0	$0	$0	$125,000	$0	$0
2021-22	21-22A	$1,104,200	$0	$0	$0	$0	$0	$125,000	$0	$0
	21-22B	$1,104,200	$288,215	$0	$0	$0	$0	$125,000	$0	$0
2022-23	22-23A	$1,126,251	$0	$0	$0	$0	$0	$125,000	$0	$0
	22-23B	$1,126,251	$288,215	$0	$0	$0	$0	$125,000	$0	$0
2023-24	23-24A	$0	$0	$0	$0	$0	$0	$125,000	$0	$0
	23-24B	$0	$288,215	$0	$0	$0	$0	$125,000	$0	$0
2024-25	24-25A	$0	$0	$0	$0	$0	$0	$125,000	$0	$0
	24-25B	$0	$0	$0	$0	$0	$0	$125,000	$0	$0

Table 10-3 summarizes the projected residual RPT based on what has been projected to be available and obligated for each ROPS period. Any remaining residual is then paid to the taxing entities serving the Redevelopment Project Area according to their standard tax allocations. The City of El Cerrito will receive about 22% of RPT residual.

Table 10-3
Projected Residual RPT and City of El Cerrito Share
City of El Cerrito Redevelopment Project Area

Fiscal Year	ROPS Period	Residual RPT	City Share
2011-12	EOPS		
	ROPS 1		
2012-13	ROPS II		
	ROPS III		
2013-14	13-14A	49,606	10,913
	13-14B	-	-
2014-15	14-15A	757,732	166,701
	14-15B	-	-
2015-16	15-16A	497,176	109,379
	15-16B	346,706	76,275
2016-17	16-17A	321,373	70,702
	16-17B	347,492	76,448
2017-18	17-18A	561,574	123,546
	17-18B	589,624	129,717
2018-19	18-19A	558,889	122,956
	18-19B	588,926	129,564
2019-20	19-20A	1,107,747	243,704
	19-20B	1,139,832	250,763
2020-21	20-21A	1,062,551	233,761
	20-21B	993,976	218,675
2021-22	21-22A	1,256,842	276,505
	21-22B	1,043,208	229,506
2022-23	22-23A	1,309,372	288,062
	22-23B	1,097,976	241,555
2023-24	23-24A	2,512,442	552,737
	23-24B	2,303,350	506,737
2024-25	24-25A	2,591,565	570,144
	24-25B	2,673,062	588,074

ADMINISTRATIVE BUDGET

The Dissolution Act requires the Successor Agency to prepare a budget for approval by the Oversight Board. **Table 10-4** is the FY 2014-15 Administrative Budget approved by the Successor Agency on February 18, 2014 and by the Oversight Board on February 26, 2014.

Table 10-4
Approved FY 2013-14 Administrative Budget
Successor Agency to the El Cerrito Redevelopment Agency

Entity/Activity	Successor Agency	Oversight Board
Staffing (Total Compensation plus Overhead)		
Administration	$55,000	$35,000
Finance	$60,000	$30,000
Community Development	$20,000	$10,000
City Clerk	$15,000	$10,000
Legal Services	$50,000	
Financial & Audit Services	$10,000	
Bond-related Costs	$10,000	
Supplies	$1,000	$500
Postage	$100	$100
Copies	$100	$100
Website	$1,000	$1,000
Advertising/Legal Notices	$500	$500
Property Management	$1,000	
Totals	**$223,700**	**$87,200**

The amounts in **Table 10-4** are included within the City's Operating Budget and are displayed here for informational purposes. Actual expenses of administering the Successor Agency will be charged to the City's General Fund and the Administrative Allowance will be reflected as revenue in the City's General Fund when it is reimbursed by the Successor Agency.

The City is entitled to the administrative allowance of $250,000 annually, regardless of its actual expenses. As such, City staff will minimize expenses to the greatest degree possible, but the budget was prepared recognizing the high cost of administering dissolution.

THE CITY OF
EL CERRITO

SECTION 11: OTHER ENTITIES

The City Council of the City of El Cerrito serves as members of the governing body of two other entities: the Employee's Pension Board and the Public Financing Authority, These entities are separate agencies from the City and are accounted for separately.

EMPLOYEES' PENSION FUND

The City of El Cerrito Employees' Pension Fund is a component unit of the City of El Cerrito and a separate fund is maintained by the City to account for the Plan assets. The City Council serves as the Pension Board. The Pension Board has exclusive control over the pension plan and accordingly, the City is financially accountable for the Plan and its operation.

This Fund provides a pension system for those former employees of the City who, on February 6, 1959, chose not to be covered by Social Security or by the California Public Employees' Retirement System. The Plan is a single-employer defined benefit pension plan. There are three participants in this pension system—all retired. This Fund provides for the:

- Disbursement of appropriate pension payments;
- Maintenance of true and correct records of all contributions to and payments from the Pension Fund; and
- Services of actuaries who render a report every three years, or as needed, as to the costs of maintaining properly funded reserves for this pension fund. The most recent report was prepared as of July 1, 2013.

Payments into this Fund are based upon actuarial studies of the estimated costs of meeting the City's obligations under the retirement contract with the members of this system. The goal is to have the reserve fund balances decrease as the pension liability decreases. No new members may join this plan.

The revenues and expenditures of the Employees' Pension Board are shown in **Tables 11-1** and **11-2**:

Table 11-1
Pension Fund Revenues

Revenue Source	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Contribution-General Fund	$112,257	$112,500	113,976	113,976
Total	**$112,257**	**$112,500**	**$113,976**	**$113,976**

Table 11-2
Pension Fund Expenditures

Accounts	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Other Charges	1,455	$1,500	1,500	1,500
Pension Payments	110,802	111,000	112,476	112,476
Total	**$112,257**	**$112,500**	**$113,976**	**$113,976**

PUBLIC FINANCING AUTHORITY

The City of El Cerrito Public Financing Authority (PFA) has been utilized since FY 2002-03 to account for the debt service for Measure A Lease Revenue Bonds used to fund the swim center reconstruction. In FY 2006-07 the PFA issued Lease Revenue Bonds needed to finance construction of the new City Hall and in FY 2007-08 issued Sales Tax Revenue Bonds to fund the Street Improvement Project. The Board of Directors of the Authority consists of members of the elected City Council of El Cerrito, the El Cerrito City Manager and the El Cerrito Finance Director. In FY 2012-13 the Measure A Lease Revenue Bonds were refinanced which allowed the reserve requirement to be reduced by half. Revenues and expenditures for the Authority are shown in **Tables 11-3** through **11-8.**

Table 11-3
Measure A Finance Authority Revenues

Revenue Source	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Interest Earnings	$18	$100	$50	$50
Xfr in-Measure A Parcel Tax	334,057	359,058	369,524	368,039
Total	**$334,075**	**$362,605**	**$369,574**	**$368,089**

Table 11-4
Measure A Finance Authority Expenditures

Accounts	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Other Charges	$52,313	$6,250	$6,250	$6,250
Transfer to Reduce Reserve	185,333			
Principal Payments	2,685,000	312,800	323,300	328,200
Interest Payments	86,417	46,258	40,024	33,639
Total	**$3,009,063**	**$365,308**	**$369,574**	**$368,089**

Table 11-5
City Hall Finance Authority Revenues

Revenue Source	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Interest Earnings	$1,885	$100	$4,000	$4,000
Xfr in- General Fund	595,527	596,308	593,768	594,246
Total	**$597,412**	**$596,408**	**$597,768**	**$598,246**

Table 11-6
City Hall Finance Authority Expenditures

Accounts	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Other Charges	$1,080	$1,000	$1,000	$1,000
Principal Payments	215,000	220,000	230,000	240,000
Interest Payments	384,008	375,308	366,768	357,246
Total	**$600,088**	**$596,308**	**$597,768**	**$598,246**

Table 11-7
Street Improvement Finance Authority Revenues

Revenue Source	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Interest Earnings	$2,336	$100	$4,000	$4,000
Xfr in- Street Imp Fund	736,722	740,000	733,408	734,228
Total	**$739,058**	**$740,100**	**$737,408**	**$738,228**

Table 11-8
Street Improvement Finance Authority Expenditures

Accounts	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Other Charges	$1,080	$1,000	$1,000	$1,000
Principal Payments	255,000	265,000	270,000	280,000
Interest Payments	484,078	470,780	466,408	457,228
Total	**$740,158**	**$736,780**	**$737,408**	**$738,228**

THE CITY OF
EL CERRITO

SECTION 12:
CAPITAL IMPROVEMENTS

In the same manner that multi-year planning has proven to be beneficial as the City considers the programs and services which are supported by the operating budget, it also is desirable to do multi-year planning for the City's capital needs. Accordingly, when the City Council adopts the operating budget it also adopts a ten-year Capital Improvement Program, with the first year adopted as revenue and expenditure appropriations.

THE CAPITAL PLANNING PROCESS

The Capital Improvement Program (CIP) is a strategy for planning and programming public physical improvements. It includes improvements that are scheduled over the next 10 years. By creating the Strategic Plan goal to "Develop and Rehabilitate Public Facilities", the City Council recognized that identifying the City's needs for physical facilities stimulates policy discussion about methods of paying for those needs and for prioritizing among the various needs in multiple program areas. The CIP indicates the expected timing and the approximate cost for each project. Adoption of the CIP indicates City Council approval of the projects.

The 10-Year CIP is comprised of those projects for which a scope and a cost estimate is available. In some cases, an ongoing program is shown simply as a project, and the specific year-to-year scope is yet to be identified. Funding sources have been identified where possible, but many projects are included for which no funding source has been secured or, at times, identified. The 10-Year CIP is reviewed and updated each year to reflect changes in priorities, scheduling realities, the availability of funding, and to include such new projects that have been identified over the past year. It can also be amended periodically as new projects or funding sources are identified.

The 10-Year CIP is shown in **Tables 12-1** and **12-2.** The CIP Budget (CIPB), as shown in **Table 12-3**, serves to identify the appropriation of expenditures in the first two years. However, the CIPB is not a commitment to a particular project nor a limitation to a particular cost identified in the second year. The only exception are the projects shown as part of the Street Improvement Capital Fund (Fund 211 – Measure A 2008), which constitute the *Annual Program of Maintenance and Improvement* pursuant to the Measure A Street Improvement Program approved by voters in 2008.

A distinction between the 10-Year CIP and CIPB is that the CIPB is adopted as a part of the operating budget, whereas the longer term CIP does not necessarily have legal significance nor commit the City to a particular expenditure in an out year. The 10-Year CIP is, essentially, a planning document: it is a basic tool for scheduling anticipated capital projects and capital financing.

CAPITAL IMPROVEMENT SUMMARY

The CIP currently has 32 identified projects, including 14 active projects that are either in construction or undergoing planning/design. The category with the largest number of active projects in the next two years is the Streets category, followed by the Creeks & Trails category. The only active project in the Facilities category is within the Swim Center Capital Fund. FY 2014-15 expenditures total approximately $3.8 million and FY 2015-16 expenditures total approximately $2.8 million.

As in recent years, the General Fund is making no contribution to the Capital Improvement Program. The largest projects (approximately $500,000 or over) in FY 2014-15 include construction of the Ohlone Nature Area and Rain Gardens, acquisition of the Madera property to expand the Hillside Natural Area, design of the Ohlone Greenway-BART Station Area Access, Safety and Placemaking Improvements, and two paving projects. These projects are largely funded through various regional, state and federal grants that have been leveraged with Measure A Street Improvements Funds.

TABLES AND PROJECT INFORMATION SHEETS

A complete list of the projects in the 10-Year CIP is provided in **Table 12-1.** The projects are arranged by Category (Administration, Facilities, Parks, Streets, etc.) with a column showing the planned Funding Sources (General Fund, Measure A, Grants, etc.) **Table 12-2** provides a detailed summary of the same projects in Table 12-1 arranged by Funding Source instead of Category. **Table 12-3** lists the adopted appropriation for each fund in FY 2014-15 and FY 2015-16 (the CIPB), and is arranged in the same categories as the 10-Year CIP. Projects with no fiscal activity in these two years are not included in **Table 12-3**.

Following these tables are the detailed **Project Information Sheets**. This section includes a sheet for each project in the 10-Year CIP that contains the following information:

- A Description of the Project with a Discussion of Need, Service Level, Pertinent Issues, and Status
- Estimates of capital and operating costs, or other fiscal impacts of the project to the future operations of the City
- Project location, department involved, and the project manager

LEGEND

The following codes are utilized in **Tables 12-1, 12-2 and 12-3:**

Fund Source		Categories	
101	General Fund	AD	Administration
805, 806, 811	Redevelopment Agency Funds	FA	Facilities
201	Gas Tax	PK	Parks
204	Measure C	CR	Creeks and Trails
205	Measure J (Storm Drain)	ST	Streets and Transportation
206	Measure A (Swim Center)	SD	Storm Drain
210	Park-In-Lieu Fund		
211	Measure A (Street Improvements)		
501	Integrated Waste Services Fund		
A	Other Sources/Secure		
B	Other Sources/Non-Secure or Unidentified		

Table 12-1

2014-15 to 2023-24 Capital Improvement Program
10-Year Expenditure Plan
(By Category)

		Project #	Fund Source	Proposed 2014-15	Proposed 2015-16	Projected 2016-17	Projected 2017-18
ADMINISTRATION							
1	Energy & Water Efficiency Program	C3043	A	$ 15,247	$ -	$ -	$ -
2	Fire Flow Upgrade	tbd	B	-	-	-	-
FACILITIES							
3	Swim Center Capital Enhancements	C3050-Varies	206	101,000	101,000	101,000	101,000
4	Access Modifications - Facilities	varies	B	-	-	-	-
5	Library	C1005	B	-	-	-	-
6	Senior Center	C4012	B	-	-	-	-
7	Public Safety Building	tbd	B	-	-	-	-
8	Corporation Yard Improvements	tbd	B	-	-	-	-
9	Facilities Seismic Retrofit	tbd	B	-	-	150,000	200,000
PARKS							
10	Huber Park Improvements	C3054	A	170,414	-	-	-
11	Hillside Natural Area Improvements	C3075	A, B	594,693	-	-	-
12	Canyon Trail Clubhouse Enhancements	tbd	206	150,000	-	-	-
13	Park Facilities Rehab & Improvement Program	tbd	B	-	-	100,000	-
14	Urban Forest Management Program	C3042, tbd	B	-	-	50,000	50,000
CREEKS & TRAILS							
15	Ohlone Natural Area & Rain Gardens	C3067	A	497,047	-	-	-
16	Ohlone Greenway Impr - Blake to Hill	C3069	210	100,000	-	197,081	-
17	Ohlone-BART Station Access, Safety & Placemaking	C3076	A, 210	545,000	1,690,013	1,690,013	-
18	Ohlone Greenway Wayfinding Signage	tbd	A, B	118,200	-	-	-
19	Ohlone Greenway Master Plan Improvements	tbd	B	-	-	-	-
20	Creek Major Maintenance & Restoration	tbd	B	-	-	50,000	-
STREETS-TRANSPORTATION							
21	Street Improvement Program	C3027/C3074	204, 211, A	1,078,831	475,000	484,500	484,500
22	Access Modifications - Streets	C3024	204, A	133,441	70,000	70,000	70,000
23	Arlington Curve at Brewster Drive Safety Imprv	C3071	211, A	130,000	140,538	-	-
24	City-Wide Signage	C3028	B	-	-	-	-
25	Del Norte TOD Infrastructure Imprvmnts	C4014	A, B	-	-	-	-
26	Balra Retaining Wall Replacement	C3058	B	-	-	-	-
27	Traffic Safety & Management Program	C3070	211, B	50,000	25,000	325,000	300,000
28	Wildcat Drive Repair	tbd	B	-	-	-	-
29	PDA Streetscape Improvements	tbd	B	-	-	-	-
30	Safe Routes to School Program	tbd	B	-	-	-	500,000
31	Citywide Path/Stairway/Boardwalk Rehab & Imprv	tbd	B	-	-	100,000	725,000
STORM DRAIN							
32	Storm Drain Program	tbd	205	100,000	330,000	250,000	250,000
TOTAL				**$ 3,783,873**	**$ 2,831,551**	**$ 3,567,594**	**$ 2,680,500**

Projected 2018-19	Projected 2019-20	Projected 2020-21	Projected 2021-22	Projected 2022-23	Projected 2023-24	Projected Unidentified Year
$ -	$ -	$ -	$ -	$ -	$ -	$ -
-	-	-	-	-	-	4,383,000
-	-	-	-	-	-	-
-	-	-	-	-	-	3,228,550
-	-	-	-	-	-	21,020,000
-	-	-	-	-	-	11,438,200
-	-	-	-	-	-	30,101,200
-	-	-	-	-	-	309,300
250,000	300,000	300,000	300,000	300,000	300,000	874,000
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	1,643,700
50,000	50,000	50,000	50,000	50,000	50,000	50,000
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	200,800
-	-	-	-	-	-	2,761,083
-	-	-	-	-	-	854,050
484,500	484,500	484,500	484,500	484,500	484,500	-
70,000	71,400	72,900	74,400	75,900	77,500	5,300,000
-	-	-	-	-	-	-
-	-	-	-	-	-	200,000
-	-	-	-	-	-	25,000,000
-	-	-	-	-	-	325,000
300,000	300,000	300,000	300,000	300,000	300,000	-
-	-	-	-	-	-	2,500,000
-	-	-	-	-	-	4,917,500
-	500,000	-	500,000	-	500,000	-
-	-	-	-	-	-	-
250,000	350,000	350,000	350,000	350,000	350,000	-
$ 1,404,500	**$ 2,055,900**	**$ 1,557,400**	**$ 2,058,900**	**$ 1,560,400**	**$ 2,062,000**	**$ 115,106,383**

Table 12-2

2014-15 to 2023-24 Capital Improvement Program
10-Year Expenditure Plan
(By Funding Source)

		Project #	Category	Proposed 2014-15	Proposed 2015-16	Projected 2016-17	Projected 2017-18
204	**Measure J (CCTA)**						
***	Access Modifications - Streets	C3024	ST	115,441	70,000	70,000	70,000
	SUBTOTAL Measure J (CCTA)			115,441	70,000	70,000	70,000
205	**Measure J (Storm Drain)**						
	Storm Drain Program	tbd	SD	100,000	330,000	250,000	250,000
	SUBTOTAL Measure J (Storm Drain)			100,000	330,000	250,000	250,000
206	**Measure A (Swim Center)**						
	Swim Center Capital Enhancements	C3050-Varies	FA	101,000	101,000	101,000	101,000
	Canyon Trail Clubhouse Enhancements	tbd	PK	150,000	-	-	-
	SUBTOTAL Measure A (Swim Center)			251,000	101,000	101,000	101,000
210	**Park-in-lieu Fund**						
	Ohlone Greenway Impr - Blake to Hill	C3069	CR	100,000	-	197,081	-
***	Ohlone-BART Station Access, Safety & Placemaking	C3076	CR	27,000	61,500	61,500	-
***	Ohlone Greenway Master Plan Improvements	tbd	CR	-	-	-	-
	SUBTOTAL Park-in-lieu			127,000	61,500	258,581	-
211	**Measure A (Street Improvements)**						
***	Street Improvement Program	C3027/C3074	ST	448,831	475,000	484,500	484,500
***	Arlington Curve at Brewster Drive Safety Imprv	C3071	ST	13,000	19,738	-	-
***	Traffic Safety & Management Program	C3070	ST	50,000	25,000	25,000	25,000
	SUBTOTAL Measure A (Street Improvements)			511,831	519,738	509,500	509,500
A	**Other Sources - Secure**						
	Energy & Water Efficiency Program	C3043	AD	15,247	-	-	-
	Huber Park Improvements	C3054	PK	170,414	-	-	-
***	Hillside Natural Area Improvements	C3075	PK	594,693	-	-	-
***	Urban Forest Management Program	C3042, tbd	PK	-	-	-	-
	Ohlone Natural Area & Rain Gardens	C3067	CR	497,047	-	-	-
***	Ohlone-BART Station Access, Safety & Placemaking	C3076	CR	518,000	1,628,513	1,628,513	-
***	Ohlone Greenway Wayfinding Signage	tbd	CR	118,200	-	-	-
***	Street Improvement Program	C3027/C3074	ST	630,000	-	-	-
***	Access Modifications - Streets	C3024	ST	18,000	-	-	-
***	Arlington Curve at Brewster Drive Safety Imprv	C3071	ST	117,000	120,800	-	-
***	Del Norte TOD Infrastructure Imprvmnts	C4014	ST	-	-	-	-
	SUBTOTAL Other (Secure)			2,678,601	1,749,313	1,628,513	-

*** Indicates funding from multiple sources

Projected 2018-19	Projected 2019-20	Projected 2020-21	Projected 2021-22	Projected 2022-23	Projected 2023-24	Projected Unidentified Year
70,000	71,400	72,900	74,400	75,900	77,500	5,300,000
70,000	71,400	72,900	74,400	75,900	77,500	5,300,000
250,000	350,000	350,000	350,000	350,000	350,000	-
250,000	350,000	350,000	350,000	350,000	350,000	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	200,000
-	-	-	-	-	-	200,000
484,500	484,500	484,500	484,500	484,500	484,500	-
-	-	-	-	-	-	-
25,000	25,000	25,000	25,000	25,000	25,000	-
509,500	509,500	509,500	509,500	509,500	509,500	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	6,875,000
-	-	-	-	-	-	6,875,000

Table 12-2 (continued)

		Project #	Category	Proposed 2014-15	Proposed 2015-16	Projected 2016-17	Projected 2017-18
B	**Other Sources - Nonsecure or Unidentified**						
	Fire Flow Upgrade	tbd	AD	-	-	-	-
	Access Modifications - Facilities	varies	FA	-	-	-	-
	Library	C1005	FA	-	-	-	-
	Senior Center	C4012	FA	-	-	-	-
	Public Safety Building	tbd	FA	-	-	-	-
	Corporation Yard Improvements	tbd	FA	-	-	-	-
	Facilities Seismic Retrofit	tbd	FA	-	-	150,000	200,000
***	Hillside Natural Area Improvements	C3075	PK	-	-	-	-
	Park Facilities Rehab & Improvement Program	tbd	PK	-	-	100,000	-
	Urban Forest Management Program	C3042, tbd	PK	-	-	50,000	50,000
***	Ohlone Greenway Wayfinding Signage	tbd	CR	-	-	-	-
	Ohlone Greenway Master Plan Improvements	tbd	CR	-	-	-	-
	Creek Major Maintenance & Restoration	tbd	CR	-	-	50,000	-
	City-Wide Signage	C3028	ST	-	-	-	-
***	Del Norte TOD Infrastructure Imprvmnts	C4014	ST	-	-	-	-
	Balra Retaining Wall Replacement	C3058	ST	-	-	-	-
***	Traffic Safety & Management Program	C3070	ST	-	-	300,000	275,000
	Wildcat Drive Repair	tbd	ST	-	-	-	-
	PDA Streetscape Improvements	tbd	ST	-	-	-	-
	Safe Routes to School Program	tbd	ST	-	-	-	500,000
	Citywide Path/Stairway/Boardwalk Rehab & Imprv	tbd	ST	-	-	100,000	725,000
	SUBTOTAL Other (non secure)			-	-	750,000	1,750,000
TOTAL				**$ 3,783,873**	**$ 2,831,551**	**$ 3,567,594**	**$ 2,680,500**

*** Indicates funding from multiple sources

Projected 2018-19	Projected 2019-20	Projected 2020-21	Projected 2021-22	Projected 2022-23	Projected 2023-24	Projected Unidentified Year
-	-	-	-	-	-	4,383,000
-	-	-	-	-	-	3,228,550
-	-	-	-	-	-	21,020,000
-	-	-	-	-	-	11,438,200
-	-	-	-	-	-	30,101,200
-	-	-	-	-	-	309,300
250,000	300,000	300,000	300,000	300,000	300,000	874,000
-	-	-	-	-	-	-
-	-	-	-	-	-	1,643,700
50,000	50,000	50,000	50,000	50,000	50,000	50,000
-	-	-	-	-	-	200,800
-	-	-	-	-	-	2,561,083
-	-	-	-	-	-	854,050
-	-	-	-	-	-	200,000
-	-	-	-	-	-	18,125,000
-	-	-	-	-	-	325,000
275,000	275,000	275,000	275,000	275,000	275,000	-
-	-	-	-	-	-	2,500,000
-	-	-	-	-	-	4,917,500
-	500,000	-	500,000	-	500,000	-
-	-	-	-	-	-	-
575,000	1,125,000	625,000	1,125,000	625,000	1,125,000	102,731,383
$ 1,404,500	**$ 2,055,900**	**$ 1,557,400**	**$ 2,058,900**	**$ 1,560,400**	**$ 2,062,000**	**$ 115,106,383**

Table 12-3
Capital Improvement Program Budget

	Project #	Fund Source	Proposed 2014-15	Proposed 2015-16
Capital Improvement Fund (301)				
ADMINISTRATION				
Energy & Water Efficiency Program	C3043	A	$15,247	$0
PARKS				
Huber Park Improvements	C3054	A	$170,414	$0
Hillside Natural Area Improvements	C3075	A	$594,693	$0
CREEKS & TRAILS				
Ohlone Greenway Impr - Blake to Hill	C3069	210	$100,000	$0
Ohlone Nature Area & Rain Gardens	C3067	A	$497,047	$0
Ohlone-BART Station Placemaking Imprv	C3076	210	$27,000	$61,500
Ohlone-BART Station Placemaking Imprv	C3076	A	$518,000	$1,628,513
Ohlone Greenway Wayfinding Signage	TBD	A	$118,200	$0
STREETS-TRANSPORTATION				
Access Modifications - Streets	C3024	A	$18,000	$0
Arlington Curve at Brewster Drive Safety Imprv	C3071	211	$13,000	$19,738
Arlington Curve at Brewster Drive Safety Imprv	C3071	A	$117,000	$120,800
Subtotal Capital Improvement Fund			$2,188,601	$1,830,551
Measure J Return to Source (204)				
STREETS-TRANSPORTATION				
Access Modifications - Streets	C3024	204	$ 115,441	$ 70,000
Measure J Storm Drain (205)				
STORM DRAIN				
Storm Drain Program	tbd	205	$ 100,000	$ 330,000
Measure A Swim Center & Park Facilities (206)				
FACILITIES				
Swim Center Enhancements	C3050	206	$ 101,000	$ 101,000
PARKS				
Canyon Trail Clubhouse Enhancements	tbd	206	$ 150,000	$ -
Subtotal Capital Improvement Fund			$ 251,000	$ 101,000
Measure A Street Improvements (211)**				
STREETS-TRANSPORTATION				
Annual Street Improvement Program	C3027	211	$ 215,000	$ 475,000
Street Rehabilitation, Federal Paving	C3074	211	$ 233,831	$ -
Street Rehabilitation, Federal Paving	C3074	A	$ 630,000	$ -
Traffic Safety & Management Program	C3070	211	$ 50,000	$ 25,000
Subtotal Street Improvements Fund			$ 1,128,831	$ 500,000
Total Capital Improvements Program Budget Appropriations			$ 3,783,873	$ 2,831,551

****Also See Public Works Department Budget for Non-Capital Expenditures in Annual Program of Maintenance and Improvement pursuant to the Measure A Street Improvement Program**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Energy and Water Efficiency Program	**Proponent:**	Community Sustainability Division
Project Number:	C3043	**Project Mgr:**	Community Sustainability Division
Funding Sources:	Project Rebates, Grants	**User Dept:**	All
	A	**Location:**	Various

	Capital Costs				Other Costs		
Fiscal Year	**General Fund**	**CIP Fund (301)**	**Unidentified**	**Rebates/Misc Revenues**	**Operating**	**Energy**	**Misc**
Prior Years	-	-	-	20,701	-	-	-
2014-15	-	-	-	15,247	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
Subtotal	-	-	-	35,948	-	-	-
			Total Capital Costs:	35,948		Total Other Costs:	-
TOTAL ALL COSTS:	35,948						

Statement of Need, Service Level, and Issue:

Project Description: EWEP provides an ongoing mechanism for funding energy and water conservation projects in municipal buildings through an initial investment plus reinvestment of a portion of the financial savings generated through these conservation projects into current and future efficiency projects. The following energy and water efficiency projects are currently being investigated: additional pool pump controls at the Swim Center; LED replacement of sport lamps at the Moeser Lane Tennis Courts; a user friendly energy management system dashboard for City Hall and the Community Center; LED Streetlights for City-owned facilities; and additional satellites to hook park facilities into the City's centralized weather-based smart irrigation controls.

Strategic Plan Goals: EWEP helps achieve the following Strategic Plan Goals: A-Deliver Exemplary Govt Services; D-Develop & Rehabilitate Public Facilities; F-Foster Environmental Sustainability: By investing in resource saving municipal projects, the City is saving on both immediate and long-term operating costs. EWEP also uses energy efficiency as an opportunity to upgrade and modernize City equipment and reduce maintenance costs.

Need/Service Level: There are numerous opportunities to incorporate energy and water efficiency into existing facilities and landscapes. Capitalizing on these opportunities will save energy and water as well as provide ongoing savings to the General Fund and other operating funds, such as LLAD. EWEP helps leverage outside sources of funds to help modernize equipment in City facilities, thereby improving equipment performance, lighting quality and user comfort. From 2009-2012, EWEP leveraged $24,000 to accomplish $183,000 to implement comprehensive lighting retrofits in all city buildings and along the Ohlone Greenway, to retro-commission the City Hall HVAC system, and to pay for incremental costs in purchasing high efficiency equipment at time of replacement. This work helped the City accomplish other goals, such as improving safety, aesthetics, and maintenance on the Ohlone Greenway, upgrading our lighting in advance of the State-mandated sunset of T-12 lighting, repairing inoperable lighting fixtures and controls, and fixing legacy code violations.

Pertinent Issues: Because planning for efficiency projects requires time, establishing a CIP to pay for multi-year projects is critical to achieving success in energy and water efficiency CIP implementation. EWEP funds are also instrumental in providing match funds for grant sources and rebates. Having a ready pool of EWEP funds allows staff to quickly respond to grant and rebate opportunities.

Status: Ongoing

Cost Estimate:

Admin.		Design:		Constr Mgt:	-
Equipment:		Constr:	-	Other:	35,948
Contingency:	-			**TOTAL:**	**$ 35,948**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Fire Flow Upgrade	**Proponent:**	Fire Department
Project Number:	tbd	**Project Mgr:**	Public Works/Fire Department
Funding Sources:	Unidentified	**User Dept:**	Fire Department/General Public
	B	**Location:**	East of Arlington Blvd.

	Capital Costs				Other Costs		
Fiscal Year	**General Fund (101)**	**Unidentified**			**Operating**	**Energy**	**Misc**
Prior Years	-	-	-	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-		-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	-	4,383,000	-	-	-	-	-
Subtotal	-	4,383,000	-	-	-	-	-
			Total Capital Costs:	4,383,000		Total Other Costs:	-
TOTAL ALL COSTS:	**$4,383,000**						

Statement of Need, Service Level, and Issue:

Project Description: This project is intended to upgrade the existing water supply system to improve the fire flow in the area located east of Arlington Blvd. to the city limits. This upgrade will include 10,440' of new and upgraded pipe and an addition of 11 new hydrants. With this upgrade the Fire Flow in this area will achieve our 3,000 gallons per minute (GPM) goal.

General Plan Objective: In the interest of community fire safety, firefighting staff has set a long term goal of upgrading the Fire Flow between the East Bay Regional Park District and the City of El Cerrito Interface.

Need/Service Level: El Cerrito Fire Department's objective is to improve the Fire Flow capability of the water distribution system within the City of El Cerrito, specifically, the area located east of Arlington Blvd. to the City limits. The desired Fire Flow selected in this area is 3000 gallons per minute (GPM) for two hours from three adjacent fire hydrants flowing simultaneously at a residual pressure of 20 pounds per square inch (PSI). These upgrades would improve the Fire Flow to combat a wildland interface fire in an area where the current water supply is sufficient for use on residential structure fires.

Pertinent Issues: At this point in time, a funding source has not been identified. When a funding source becomes available this project will be completed through a interfund agreement with EBMUD. Staff will explore grant funding possibilities and also work with EBMUD to request needed upgrades as standard maintenance is completed. This project will also have the ability to be completed in stages.

Status: A fire flow study was completed in 2006 that also included cost estimates. No funding source available at this time.

Capital Cost Estimate:

Admin.	76,900	Design:	461,400	Constr Mgt:	-
Equipment:		Constr:	3,844,700	Other:	
Contingency:	-			**TOTAL:**	**$ 4,383,000**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Swim Center Capital Enhancements	**Proponent:**	Recreation Services
Project Number:	C3050-Varies	**Project Mgr:**	Recreation Dept
Funding Sources:	Measure A - Swim Center Parcel Tax 206	**User Dept:**	Recreation Dept/General Public
		Location:	7007 Moeser Lane

	Capital Costs				Misc Costs		
Fiscal Year	**Measure A (206)**				**Debt Costs**	**Energy**	**Rebates**
Prior Years	ongoing	-	-	-	51,000	(36,870)	(15,450)
2014-15	101,000	-	-	-	51,000	(38,428)	(15,373)
2015-16	101,000	-	-	-	51,000	(40,052)	(15,269)
2016-17	101,000	-	-	-	51,000	(41,745)	(15,220)
2017-18	101,000	-	-	-	51,000	(43,509)	(15,143)
2018-19	-	-	-	-	51,000	(45,348)	
2019-20	-	-	-	-	51,000	(47,262)	-
2020-21	-	-	-	-	51,000	(51,344)	-
2021-22	-	-	-	-	51,000	(53,514)	-
2022-23	-	-	-	-	51,000	(55,775)	-
2023-24	-	-	-	-	51,000	(58,006)	-
Unidentified	-	-	-	-	-	-	-
Subtotal	404,000	-	-	-	561,000	(511,853)	(76,455)
			Total Capital Costs:	404,000		Total Other Costs:	(27,308)
TOTAL ALL COSTS:	**$376,692**						

Statement of Need, Service Level, and Issue:

Project Description: The project includes various capital upgrades or enhancements to the original construction of the Swim Center including those items listed in the "Needs" section below.

Strategic Plan Goals: This project furthers the Strategic Plan Goal D by maintaining and rehabilitating the Swim Center and Goal B of achieving long term financial stability by maintaining the Swim Center at a high level and minimizing costly maintenance projects.

Need to be Addressed/Service Level to be Achieved: After completion of the Swim Center in 2004 and warranty work in 2005, there remained some modifications or enhancements needed to bring the Swim Center up to its highest effectiveness. Additionally, after 10 years of operation, capital replacements: including plumbing, floor heating, and pool plaster may soon need to be replaced.

Public Outreach/Input Process: Pool users will be notified of proposed work and invited to comment through email or at a "Friends of the Pool" meeting. Additionally, major work will be agendized for consideration by the Park and Recreation Commission.

Environmental Considerations: Many capital improvements (pool heaters, solar panels, variable speed drives) have resulted in a reduction of CO2 emissions from Swim Center apparatus. Staff continues to seek additional projects to further reduce the Swim Center's CO2 footprint.

Financial Considerations: Dedicated funding for these projects is available in Fund 206, Measure A Swim Center, as a result of bond refinancing and unexpended contingency funds from the previous fiscal year.

Admin.	10,000	Design:	30,000	Constr Mgt:	10,000
Equipment:	40,000	Constr:	274,000	Other:	-
Contingency:	40,000			**TOTAL:**	**$ 404,000**

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Access Modifications - Facilities	**Proponent:**	Public Works
Project Number:	varies	**Project Mgr:**	Public Works - Engineering Division
Funding Sources:	General Fund, CDBG/LLAD, Unidentified B	**User Dept:**	All Dept/General Public
		Location:	Various

	Capital Costs				Other Costs		
Fiscal Year	**General Fund**	**CDBG**	**LLAD**	**Unidentified**	**Operating**	**Energy**	**Misc**
Prior Years	11,250	33,750	8,750	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified		-	-	3,228,550	-	-	-
Subtotal	11,250	33,750	8,750	3,228,550	-	-	-
			Total Capital Costs:	3,282,300		Total Other Costs:	-

TOTAL ALL COSTS: **$3,282,300**

Statement of Need, Service Level, and Issue:

Project Description: This project will implement the facilities portion of the City's American with Disabilities Act (ADA) Transition Plan Update, which was adopted in September 2009. The City's ADA Transition Plan establishes a priority-based plan to bring facilities into compliance. The Community Center, Public Safety Building, Senior Center and Civic Center were the highest ranked facilities. Specific locations and scopes of future work will be determined as funding opportunities arise.

Need: Many of the City's facilities are out of compliance with the ADA, and must be modified or updated. These facilities include buildings, parks and playgrounds.

Service Level: This program will bring facilities into compliance and make the full level of City's services accessible.

Pertinent Issue: In FY10, the City successfully applied for a Community Development Block Grant (CDBG) funds to improve access to the Senior Center by making a number of ADA improvements to the parking lot and building access areas. Funding for additional facilities must be identified.

Status: Design and construction of exterior ADA improvements at the Senior Center were completed in FY2010/11. Work on other prioritized facilities is pending adequate funds.

Capital Cost Estimate:

Admin:	44,100	Design:	264,400	Constr Mgt:	330,500
Equipment:	-	Constr:	2,202,700	Other:	-
Contingency:	440,600			**TOTAL:**	**$3,282,300**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Library	**Proponent:**	City Administration
Project Number:	C1005	**Project Mgr:**	City Administration
Funding Sources:	Unidentified	**User Dept:**	City Administration/General Public
	B	**Location:**	TBD

	Capital Costs			Other Costs		
Fiscal Year		**General Fund (101)**	**Unidentified**	**Operating**	**Energy**	**Misc**
Prior Years	-	-	-	-	-	-
2014-15	-	-	-	-	-	-
2015-16	-	-	-	-	-	-
2016-17	-	-	-	-	-	-
2017-18	-	-		-	-	-
2018-19	-	-	-	-	-	-
2019-20	-	-	-	-	-	-
2020-21	-	-	-	-	-	-
2021-22	-	-	-	-	-	-
2022-23	-	-	-	-	-	-
2023-24	-	-	-	-	-	-
Unidentified	-	-	21,020,000	-	-	-
Subtotal	-		21,020,000	-	-	-
		Total Capital Costs:	21,020,000		Total Other Costs:	-
TOTAL ALL COSTS	**$ 21,020,000**					

Statement of Need, Service Level, and Issue:

Project Description: The library facility will be planned to meet service levels through the year 2030. The 2013-14 assessment calls for a one-story building of about 21,000 square feet; 60,320 books and AV media available onsite as well as access to econtent through the County Library website; 134 open access seats as well as six group study/tutoring/collaboration rooms with a total of 56 seats; 66 computers; dedicated learning space for workshops and group projects; tutoring/homework study area; and acoustically separate community meeting room that seats 125 with up-to-date AV equipment, prep kitchen and storage space.

Strategic Plan Goals: The Strategic Plan Goal D directs the City to "Develop and rehabilitate public facilities as community focal points." Based on community input, the City Council has chosen to make the Library facility a priority.

Need: The current library facility was built in 1948 and was expanded and remodeled in 1960. The building is inadequate to meet the needs of a city our size and is in need of extensive repairs. The building is 6,400 square feet, has a collection of 35,975, and eight computers.

Service Level: The 2006 Needs Assessment and 2013-14 Update recommended a larger facility with upgraded technology, larger collection, and increased seating capacity including flexible meeting space for groups and studying. The Project Description includes the latest recommendations from the 2013-14 update.

Pertinent Issue: The 2006 Needs Assessment was completed in anticipation of applying for a State construction bond grant, but California voters did not pass the bond measure that would have funded the grant. In the years since 2006, the City has sought to fund the library from other sources, but due to economic conditions, the loss of the Redevelopment Agency, and limited availability of grant funding, progress has been slow. In July 2013, City staff received consensus from the City Council to pursue planning for a new library building, including the steps necessary to consider a ballot measure to fund the facility in November 2016.

Status: Update to the Needs Assessment is complete. A site for a new building will need to be identified and secured, and conceptual design developed within the next two years.

Capital Cost Estimate:

Admin:	365,300	Design:	1,461,200	Constr Mgt:	974,200
Equipment:	546,400	Constr:	12,176,300	Other:	1,750,000
Contingency:	2,435,300	Land:	1,311,300	**TOTAL:**	**$ 21,020,000**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Senior Center	**Proponent:**	City Admin
Project Number:	C4012	**Project Mgr:**	Recreation Dept.
Funding Sources:	Unidentified	**User Dept:**	Recreation Dept/General Public
	B	**Location:**	TBD

	Capital Costs		Other Costs		
Fiscal Year	**General Fund (101)**	**Unidentified**	**Operating**	**Energy**	**Misc Revenues**
Prior Years	-	-	-	-	-
2014-15	-	-	-	-	-
2015-16	-	-	-	-	-
2016-17	-	-	-	-	-
2017-18	-	-	-	-	-
2018-19	-	-	-	-	-
2019-20	-	-	-	-	-
2020-21	-	-	-	-	-
2021-22	-	-	-	-	-
2022-23	-	-	-	-	-
2023-24	-	-	-	-	-
Unidentified	-	11,438,200	-	-	-
Subtotal	-	11,438,200	-	-	-
	Total Capital Costs:	11,438,200	Total Other Costs:		-

TOTAL ALL COSTS: **$11,438,200**

Statement of Need, Service Level, and Issue:

Project Description: The Senior Center project would encompass the development of a new or re-purposed multi-use building that would serve the adults of El Cerrito, allow for more flexible recreation programming, and provide community meeting space to accommodate larger groups and gatherings.

Need: Built in 1980, the existing Open House Senior Center has reached it's maximum potential for programming Senior and Adult activities as well as providing a quality rental facility for community use. Structural: Not designed to current code or seismic requirements. Building Systems: Electric and mechanical systems are outdated, undersized and inefficient. The lighting system does not meet Title 24 Energy Code. Disabled Access: Current site and building configuration make compliance with ADA very difficult. Any remodel scenarios would require full compliance and substantial modifications.

Service Level: The first baby boomers turned 65 in 2011 and baby boomers now represent over 1 in 4 Americans. Baby Boomers tend to be more active than their parents' generation are less likely to gravitate towards the Senior Center in its current form. By providing a state of the art Adult Center it is feasible to explore a seven day a week multi activity center and expand programs to better meet the needs of the community. Many newer senior programs reach out to a wider segment of adults with more active programming.

Pertinent Issue: Funding is undetermined at this time. The location of the project remains an unknown, as the site shared by the Senior Center is located partially on property owned by the School District. The State of California's takeaway of funding from the Redevelopment Agency forced the City to stop negotiations for purchase of the land. Alternative locations will continue to be explored; however, the elimination of Redevelopment funding in addition to additional State takeaways have significantly impacted the feasibility of the project.

Status: Needs assessment is complete. Conceptual design will need to be done for any potential sites.

Capital Cost Estimate:

Admin:	232,000	Design:	927,800	Constr Mgt:	618,500
Equipment:	382,500	Constr:	7,731,100	Other:	-
Contingency:	1,546,300			**TOTAL:**	**$ 11,438,200**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Public Safety Building	**Proponent:**	Police & Fire Departments
Project Number:	tbd	**Project Mgr:**	Public Works - Engineering Division
Funding Sources:	Unidentified	**User Dept:**	Police & Fire Departments
	B	**Location:**	10900 San Pablo Avenue

	Capital Costs				Other Costs		
Fiscal Year	**Unidentified**				**Operating**	**Energy**	**Misc**
Prior Years	-	-	-	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19		-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	30,101,200						
Subtotal	30,101,200	-	-	-	-	-	-
			Total Capital Costs:	30,101,200		Total Other Costs:	-
TOTAL ALL COSTS:	**$30,101,200**						

Statement of Need, Service Level, and Issue:

Project Description: Construct new Public Safety Building at existing or new location.

Strategic Plan Goals: The Strategic Plan Goal D directs the City to “Develop and rehabilitate public facilities as community focal points.”

Need: The Public Safety Building was built in 1960 and monies have not been committed to keep the building current. The building also does not have sufficient space for evidence, lockers, training, and working of employees.

Service Level: A new Public Safety facility will be designed to standards for an essential facility, meaning that it will remain operational under the most extreme seismic event. It will also provide for more efficient operations for both Police and Fire on an ongoing basis - both for administration and field operations. A new state-of-the-art facility could also serve as a back-up or auxiliary emergency operations center.

Pertinent Issue: The City's consultant has performed an evaluation of the existing Public Safety Building and general needs of the Police and Fire Departments. Their recommendation is that a new facility would be more cost effective than retrofitting the existing facility. This takes into account the desired levels of service the two affected departments. Since the existing building is occupied by both the Fire and Police Departments, serious consideration must be given to build two separate buildings to keep with current laws pertaining to access and the distinct needs of each department. A funding source for this facility has not yet been identified.

Status: Project development pending funding

Capital Cost Estimate:

Admin:	590,100	Design:	2,360,300	Constr Mgt:	1,573,600
Equipment:	874,200	Constr:	19,669,100	Other:	1,100,000
Contingency:	3,933,900			**TOTAL:**	**$ 30,101,200**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Corporation Yard Improvements	**Proponent:**	Public Works Department
Project Number:	tbd	**Project Mgr:**	Public Works - Engineering Division
Funding Sources:	Unidentified	**User Dept:**	Public Works Department
	B	**Location:**	7550 Schmidt Lane

	Capital Costs				Other Costs		
Fiscal Year	**General Fund**	**Unidentified**			**Operating**	**Energy**	**Misc**
Prior Years	65,000	-	-	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	-	309,300	-	-	-	-	-
Subtotal	65,000	309,300	-	-	-	-	-
			Total Capital Costs:	374,300		Total Other Costs:	-

TOTAL ALL COSTS: **$374,300**

Statement of Need, Service Level, and Issue:

Project Description: This project has been reconfigured to encompass only the modifications of the Corporation Yard remnants and conversion of the former Stege Sanitary District facility. This project includes demolition of the former Stege facility and remnants of the original Corporation Yard and construction of a new Corporation Yard.

Need: The current Corporation Yard facility is nearly 50-years old. In addition, it was built for a different size and type of work force that is no longer applicable. New environmental requirements make it increasingly more difficult to remain in compliance with current laws and regulations. Per the master plan developed in 2005, the land swap with the Stege Sanitary District provided the City's corporation yard and recycling facility with a consolidated site.

Service Level: Reuse of the former Stege facility combined with the reconfigured corporation yard will continue to serve the operational needs until a new facility can be built.

Pertinent Issue: The source and timing of funding for a new corporation yard have not been identified.

Status: In FY 2009-2010, City staff moved into the former Stege Facility. A conceptual design for a new facility is pending funding.

Capital Cost Estimate:

Admin:	2,000	Design:	7,800	Constr Mgt:	6,500
Equipment:	-	Constr:	65,000	Other:	280,000
Contingency:	13,000			**TOTAL:**	**$374,300**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Facilities Seismic/Structural Repair	**Proponent:**	Public Works
Project Number:	tbd	**Project Mgr:**	Public Works - Engineering Division
Funding Sources:	Unidentified	**User Dept:**	All Dept/General Public
	B	**Location:**	Various

	Capital Costs				Other Costs		
Fiscal Year	**Unidentified**				**Operating**	**Energy**	**Misc**
Prior Years	-	-	-	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	150,000	-	-	-	-	-	-
2017-18	200,000	-	-	-	-	-	-
2018-19	250,000	-	-	-	-	-	-
2019-20	300,000	-	-	-	-	-	-
2020-21	300,000	-	-	-	-	-	-
2021-22	300,000	-	-	-	-	-	-
2022-23	300,000	-	-	-	-	-	-
2023-24	300,000	-	-	-	-	-	-
Unidentified	874,000	-	-	-	-	-	-
Subtotal	2,974,000	-	-	-	-	-	-
			Total Capital Costs:	2,974,000		Total Other Costs:	-
TOTAL ALL COSTS:	**$2,974,000**						

Statement of Need, Service Level, and Issue:

Project Description: This project will implement seismic and other structural upgrades to various facilities. Specific projects and scopes of work will be developed to match any future funding sources.

Need: Many of the City's facilities are out of compliance with current standards.

Service Level: In the event of a significant earthquake, many City facilities may not be serviceable without this project.

Pertinent Issue: The Structural Facilities Report (2004) identified structural deficiencies associated with several of the City's buildings and facilities. Among the highest priorities is seismic retrofit of the existing buildings. The report estimated total cost of this work to be $1,526,000 (2004 costs) citywide, excluding the Corporation Yard and Recycling Center. At this time, funding is not available to begin this priority work.

Status: Pending funding

Capital Cost Estimate:

Admin:	61,600	Design:	246,200	Constr Mgt:	205,100
Equipment:	-	Constr:	2,050,900	Other:	-
Contingency:	410,200			**TOTAL:**	**$2,974,000**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Huber Park Improvements	**Proponent:**	Recreation Department
Project Number:	C3054	**Project Mgr:**	Public Works - Engineering Division
Funding Sources:	Measure WW A	**User Dept:** **Location:**	Recreation Department / General Public Huber Park

	Capital Costs				Other Costs		
Fiscal Year	**General Fund**	**Measure WW**			**Operating**	**Energy**	**Misc**
Prior Years	-	4,586	-	-	-	-	-
2014-15	-	170,414	-	-	-	-	-
2015-16	-		-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
Subtotal	-	175,000	-	-	-	-	-
			Total Capital Costs:	175,000		Total Other Costs:	-
TOTAL ALL COSTS:	**$175,000**						

Statement of Need, Service Level, and Issue:

Project Description: This project includes resurfacing of the basketball court and improving ADA access, making modest drainage improvements to minimize to recurrence of flooding, replacing and resurfacing play equipment, and making minor improvements to picnic areas. Other potential improvements pending funding include developing the second access path to Terrace Drive including steps and handrails, and opening access to third access path to Shevlin Drive.

Need/Service Level: The play equipment is approximately 50 years old and needs replacement. Also, the paths, lower play area surface, picnic and drainage system are in disrepair.

Pertinent Issues: This project presented significant challenges because of its hillside/creekside setting and its unique WPA-era construction. Because of the terrain, any significant improvements could trigger accessibility upgrades (per the ADA) that would be extremely challenging. There was a consensus from community meetings that the historic nature of the park should not be disturbed, and the large flat basketball court area should remain open for court play instead of converting it to a play structure area. Other minor upgrade preferences included replacing old play equipment in the upper areas (if feasible and allowed by the ADA), resurfacing the basketball court, improved picnic areas, pathway improvements including possible opening of second and third pathways to Terrace and Shevlin drives, and creek and drainage modifications.

Status: Application for Measure WW grant funding was submitted in March 2010. Work scope must be refined given available ADA assessment, community priorities, and input from the Park and Recreation Commission.

Capital Cost Estimate:

Admin.	2,000	Design:	20,000	Constr Mgt:	-
Equipment:		Constr:	135,000	Other:	-
Contingency:	18,000			**TOTAL:**	**$175,000**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Hillside Natural Area Improvements	**Proponent:**	Community Dev and Public Works
Project Number:	C3075	**Project Mgr:**	Community Dev and Public Works
Funding Sources:	Various Grants	**User Dept:**	Public Works Dept/General Public
	A, B	**Location:**	Hillside Natural Area

	Capital Costs				Other Costs		
Fiscal Year	**LCWF**	**Measure WW**	**Donations**	**Unsecure Grant**	**Operating**	**Energy**	**Misc**
Prior Years	-	-	307	-	-	-	-
2014-15	251,000	304,000	39,693	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
Subtotal	251,000	304,000	40,000	-	-	-	-
			Total Capital Costs:	595,000		Total Other Costs:	-
TOTAL ALL COSTS:	**$595,000**						

Statement of Need, Service Level, and Issue:

Project Description: The Hillside Natural Area (HNA) is an approximate 85-acre City-owned open space identified as a Community-Serving Park and Recreation facility in the City's General Plan. The HNA has a number of trails that are used for recreation and emergency access and extensive native plants, oak woodland and riparian environments. This project includes acquiring the 8-acre Madera property to become part of the HNA open space, as well as, improving vegetation management and trail rehabilitation & development throughout.

General Plan & Strategic Plan Goals: General Plan Goal R1: Protect natural resources (important habitat, ecological resources, key visual resources, ridges and ridgelines, creeks and stream banks, steeper slopes, vista points, and major features) and General Plan Goal PR2: High quality open space protected for the benefit of present and future generations, reflecting a variety of important values: ecological, educational, aesthetic, economic and recreational. Strategic Plan Goal D-Develop & Rehabilitate Public Facilities As Community Focal Points and Goal F-Foster Environmental Sustainability Citywide

Need: The City's Circulation Plan for Bicyclists and Pedestrians (2007) , Park Trail Connector Project identifies purchasing undeveloped properties bordering the HNA in order to enhance trail connection as an implementation strategy and recommends connecting Hillside Natural Area North and Hillside Natural Area South as a first phase.

Service Level: Acquisition of the Madera property would provide the opportunity to develop a trail through the site to establish a connection between the City's southern and northern publicly-owned Hillside Natural areas. The site provides an opportunity to create a pedestrian connection through the HNA to Madera Elementary School from numerous points, including the trailheads along Navallier Street and along Schmidt Lane. A creek on the property is one of the contributing headwaters to Baxter Creek.

Pertinent Issue: Most of the City's current maintenance of the mostly unimproved 85-acre HNA is provided by the City's Fire Department to reduce fire risk. Improved vegetation management and other public improvements, such as trails and signage, would need to be funded from future unidentified funding sources, such as grants and private fundraising, as well as through in-kind labor provided by volunteer organizations. In recent years, community groups (the Environmental Quality Committee's "Green Teams", Friends of Five Creeks and the City co-sponsored Trail Trekkers, in partnership with others) have organized to provide volunteer maintenance hours and to pursue trail and native plant enhancements of the HNA. The City with TPL has applied for a $80K grant. If successful, this would reduce the Measure WW appropriation by an equivalent amount. City Council has previously authorized use of Measure WW if these funds are not secured.

Status: Acquisition of 8-acre Madera property to be finalized in December 2014. Planning Phase for other items pending funding. Cost shown is only for acquisition and limited planning in the amount of $20K

Capital Cost Estimate:						
	Admin:	-	Design:	-	Constr Mgt:	-
	Equipment:	-	Constr:	-	Other:	595,000
	Contingency:	-			**TOTAL:**	**$595,000**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Canyon Trail Clubhouse Enhancements	**Proponent:**	Recreation Department
Project Number:	tbd	**Project Mgr:**	Public Works/Recreation Departments
Funding Sources:	Measure A - Swim Center Parcel Tax 206	**User Dept:**	Recreation Dept/General Public
	206	**Location:**	6757 Gatto Ave

	Project Costs				Misc Costs		
Fiscal Year	**Measure A (206)**				**Debt Costs**	**Energy**	**Rebates**
Prior Years	-	-	-	-	-	-	-
2014-15	150,000	-	-	-	-	-	-
2015-16		-	-	-	-	-	-
2016-17		-	-	-	-	-	-
2017-18		-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
Subtotal	150,000	-	-	-	-	-	-
		Total Capital Costs:		150,000		Total Other Costs:	-
TOTAL ALL COSTS:	$150,000						

Statement of Need, Service Level, and Considerations:

Project Description: Renovate Canyon Trail Clubhouse to address aging infrastructure (roof, furnace, concrete patio area) and increase energy efficiency. Project will serve as an example of how all City Clubhouses can be renovated in the future.

General Plan & Strategic Plan Goals: Goal D - develop and rehabilitate public facilities as community focal points: City Clubhouses are a treasured community resource. They have not seen extensive renovations and/or improvements since being built in the 1960's and 70's. Goal F - foster environmental sustainability citywide: improvements will include energy efficiency upgrades to reduce clubhouse CO2 footprint.

Need to be Addressed/Service Level to be Achieved: Replace furnace which has exceeded suggested lifetime and improve energy efficiency. Replace roof which has several leaks when it rains despite multiple patches. Replace lighting fixtures with energy efficient LED fixtures. Increase rentability of building.

Public Outreach/Input Process: Park and Recreation Commission review and public comment.

Financial Considerations: The renovation of Canyon Trail Clubhouse is provided for in the voter approved 2000 Measure A Swim Center initiative. Revenue collected in excess of what is needed for bond payments has been approved by the City Council for Capital Projects.

Status: Planning

Cost Estimate:

Admin.	10,000	Design:	15,000	Constr Mgt:	10,000
Equipment:	15,000	Constr:	90,000	Other:	-
Contingency:	10,000			**TOTAL:**	**$ 150,000**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Park Facilities Rehab & Improvement Program	**Proponent:**	Recreation & Public Works Departments
Project Number:	tbd	**Project Mgr:**	Recreation & Public Works Departments
Funding Sources:	Unidentified	**User Dept:**	Recreation Dept/General Public
	B	**Location:**	Various

	Capital Costs				Other Costs		
Fiscal Year	**Unidentified**				**Operating**	**Energy**	**Misc**
Prior Years	-	-	-	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	100,000	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	1,643,700	-	-	-	-	-	-
Subtotal	1,743,700	-	-	-	-	-	-
		Total Capital Costs:		1,743,700		Total Other Costs:	-
TOTAL ALL COSTS:	**$1,743,700**						

Statement of Need, Service Level, and Issue:

Project Description: The program is intended to provide a comprehensive evaluation of park facility rehabilitation and improvement needs throughout the City. These needs are diverse as demonstrated by previously itemized CIP projects including Central Park Playground, Cerrito Vista Field Rehab, Canyon Trail Park Improvements, Skate Park, Tennis Backboard, Park Path Rehabilitation, and Cerrito Vista Snack Shack Remodel. The program will include evaluation of park clubhouses, fields, playground equipment, pathways, landscaping, lighting, drainage and other equipment and amenities (benches, picnic tables, bbq, etc). A lifetime analysis including a long-term replacement schedule of play structures, surfaces and other equipment will be developed as part of this program.

Strategic Plan Goals: Strategic Plan Goal D-Develop & Rehabilitate Public Facilities As Community Focal Points including all three strategies 1) Develop a plan to address ongoing and deferred maintenance of facilities and infrastructure; 2) Continue the facilities assessment to prioritize and strategize investment ; and 3) Revisit and update the Structural Facilities Management Plan.

Need to be Addressed/Service Level to be Achieved: The program would include revisiting and, as appropriate, incorporating and/or updating various plans including the Urban Greening Plan (anticipated completion Fall 2014), the Structural Facilities Management Plan (2004) and Landscape Management Plan (2003) as well as the Measure WW priorities previously identified. In addition to previously identified CIP projects, other identified park needs including replacement of aging playground equipment/structures including those at Harding and Madera. Also, playground surfacing materials may not be ADA compliant and some poured in place surfaces (such as at Arlington) may need to be replaced.

Public Outreach/Input Process: The Program will be considered by the Park and Recreation Commission. City staff will also outreach to the public at key point in the program development process.

Financial Considerations: Costs shown for FY15-16 are for potential consultant support to update the previously completed needs assessments and to develop lifetime analysis and cost estimates. Capital costs shown in the unidentified year are for previously itemized projects. Other project costs are unknown at this time. Dedicated funding for this program is currently unavailable. Recreation and Public Works Staff will work to develop a framework for further development and implementation pending availability of funding.

Admin:	34,100	Design:	136,100	Constr Mgt:	113,400
Equipment:	-	Constr:	1,133,400	Other:	100,000
Contingency:	226,700			**TOTAL:**	**$ 1,743,700**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Urban Forest Program	**Proponent:**	Public Works Department
Project Number:	C3042, tbd	**Project Mgr:**	PW Operations + Environmental Services
Funding Sources:	General Fun, EEMP Grant, unidentified	**User Dept:**	Public Works Dept/General Public
	B	**Location:**	Various

	Capital Costs				Other Costs		
Fiscal Year	**General Fund (101)**	**EEMP Grant**	**Unidentified**		**Operating**	**Energy**	**Misc**
Prior Years	25,000	160,000	-	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	-	-	50,000	-	-	-	-
2017-18	-	-	50,000	-	-	-	-
2018-19	-	-	50,000	-	-	-	-
2019-20	-	-	50,000	-	-	-	-
2020-21	-	-	50,000	-	-	-	-
2021-22	-	-	50,000	-	-	-	-
2022-23	-	-	50,000	-	-	-	-
2023-24	-	-	50,000	-	-	-	-
Unidentified	-	-	50,000	-		-	-
Subtotal	25,000	160,000	450,000	-	-	-	-
			Total Capital Costs:	635,000		Total Other Costs:	-
TOTAL ALL COSTS:	**$635,000**						

Statement of Need, Service Level, and Issue:

Project Description: This program is intended to be an ongoing effort to maintain existing City trees and develop and implement the planting of additional City trees as recommended in the Urban Forest Management Plan (2007). Over 1,000 trees have been installed in the last few years.

Need: This program is a spin off from the Urban Forest Management Plan project completed in 2007. The Plan identifies strategies for a successful urban forest within the City that will greatly benefit the community.

Service Level: This project will begin fulfilling the strategies and goals contained in the Urban Forest Management Plan including 1) Establish and maintain a citywide commitment to a healthy, growing urban forest; and Provide excellent professional maintenance for the City's urban forest.

Pertinent Issue: At this point in time, a continuing, permanent funding source has not been identified. Staff will explore grant funding opportunities. In 2008, staff was awarded $160,000 from the State Resources Board's Environmental Enhancement & Mitigation Program (EEMP) for street and park tree planting. The City received a two-year extension for use of the funds no later than June 2015. Ongoing capital and operating expenses need to be fully evaluated and identified.

Status: PW Maintenance is completing the installation of trees in parks as part of the EEMP grant.

Capital Cost Estimate:						
	Admin:	11,300	Design:	45,000	Constr Mgt:	37,500
	Equipment:	-	Constr:	375,000	Other:	91,200
	Contingency:	75,000			**TOTAL:**	**$635,000**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Ohlone Grnwy Natural Area & Rain Gardens	**Proponent:**	Community Development Department
Project Number:	C3067	**Project Mgr:**	Community Development & Public Works
Funding Sources:	Grants	**User Dept:**	General Public
	A	**Location:**	Ohlone Greenway, south of Fairmount

	Capital Costs				Other Costs		
Fiscal Year	**Prop 84 Urban Greening**				**Operating**	**Energy**	**Misc**
Prior Years	406,674		-	-	-	-	-
2014-15	497,047		-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-		-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
Subtotal	903,721	-	-	-	-	-	-

Total Capital Costs: 903,721 Total Other Costs: -

TOTAL ALL COSTS: 903,721

Statement of Need, Service Level, and Issue:

Project Description: The project will add green elements to this Ohlone Greenway between the City of Albany and Fairmount Avenue by treating urban stormwater runoff; creating an informal exploration, natureplay and plaza area; improving walkability; utilizing and demonstrating low maintenance, low water using, native landscaping; improving riparian habitat and diversity; and fostering connection to nature along the Ohlone Greenway.

General Plan Objective: The project implements elements and design goals within both the General Plan and the Ohlone Greenway Master Plan.

Need/Service Level: The Ohlone Greenway Master Plan developed with extensive community input indicated a desire to create more attractive and usable "nodes" along the Greenway as well as to enhance ecological areas and incorporate community gathering areas.

Pertinent Issues: The City received a Proposition 84/Urban Greening grant for this project. The project received letters of support from the City of Albany, BART, Albany Middle School, Friends of Five Creeks and the Contra Costa Public Health Department as it fosters a more active community. The project was also presented to the Parks and Recreation Commission. Construction was coordinated with the BART Earthquake Safety Retrofit program.

Status: The City was awarded funding in January 2011 and hired a design consultant in February 2012. The project was valued engineered and rebid in 2013. A construction contract was awarded in March 2014 and construction is anticipated to begin in June 2014.

Cost Estimate:

Admin.	14,079	Design:	180,000	Constr Mgt:	37,432
Equipment:	-	Constr:	592,918	Other:	20,000
Contingency:	59,292			**TOTAL:**	**$ 903,721**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Ohlone Greenway Improvements between Hill and Blake	**Proponent:**	Community Development & Public Works
Project Number:	C3069	**Project Mgr:**	Public Works - Engineering Division
Funding Sources:	Park-in-Lieu Fund 210	**User Dept:** **Location:**	General Public Ohlone Greenway

	Capital Costs				Other Costs		
Fiscal Year	**Park-in-Lieu Fund**				**Operating**	**Energy**	**Misc**
Prior Years	189,919	-	-	-	-	-	-
2014-15	100,000	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	197,081	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
Subtotal	487,000	-	-	-	-	-	-

Total Capital Costs: 487,000 Total Other Costs: -

TOTAL ALL COSTS: 487,000

Statement of Need, Service Level, and Issue:

Project Description: Improve the Ohlone Greenway consistent with the Greenway Master Plan includes landscaping, lighting, and street crossing improvements.

General Plan Objective: The project implements elements and design goals within both the General Plan and the Ohlone Greenway Master Plan.

Need/Service Level: The Ohlone Greenway Master Plan developed with extensive community input indicated a desire to create more attractive and usable "nodes" along the Greenway as well as to enhance ecological areas and incorporate community gathering areas.

Pertinent Issues: Funding was provided by Safeway as their Park-in-Lieu contribution. A portion of the funds ($150,000) have been transferred to the Ohlone Placemaking Project, C3076 as a local match and given that significant improvements are planned at the Hill Street crossings. Improvements have been and will be coordinated with Safeway development improvements, work on Greenway as part of the BART Seismic Retrofit Project, and other City-led improvements

Status: The first element will be a pedestrian path along the Safeway frontage to carry pedestrians from the BART crosswalk at Hill St up to the store's entrance. This will be designed in a manner such that it can ultimately connect to the BART path with full ADA accessibility near the Safeway outdoor cafe area. Design and construction of the full area is being coordinated with the BART Retrofit Project and other area improvements.

Cost Estimate:

Admin.	45,000	Design:	45,000	Constr Mgt:	45,000
Equipment:		Constr:	300,000	Other:	
Contingency:	52,000			**TOTAL:**	**$ 487,000**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Ohlone-BART Station Access, Safety &	**Proponent:**	Community Develop & Public Works
Project Number:	C3076	**Project Mgr:**	Community Develop & Public Works
Funding Sources:	OBAG, Measure J,/BART Park In-Lieu A, 210	**User Dept:**	General Public
		Location:	Ohlone at Del Norte & Plaza BART Stations

	Capital Costs				Other Costs		
Fiscal Year	**BART/ Measure J**	**OBAG Federal Grant**	**Park In-Lieu**		**Operating**	**Energy**	**Misc**
Prior Years	-	-	-	-	-	-	-
2014-15	38,000	480,000	27,000	-	-	-	-
2015-16	131,000	1,497,513	61,500	-	-	-	-
2016-17	131,000	1,497,513	61,500	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
Subtotal	300,000	3,475,025	150,000	-	-	-	-
		Total Capital Costs:	3,925,025			Total Other Costs:	-
TOTAL ALL COSTS	**$ 3,925,025**						

Statement of Need, Service Level, Schedule and Issue:

Project Description: The project will improve and widen the Ohlone Greenway path through the two El Cerrito BART stations and install two new crosswalks, upgrade three existing crosswalks, formalize desire lines, and establish "high use pedestrian zones" with new striping, special pavement and improved signage. The project also includes placemaking elements such as native landscaping, seating and lighting to increase a sense of connectivity to the rest of the Greenway and establish a strong sense of place at these transportation gateways to the community. To improve the security along the Greenway, the existing surveillance system will be upgraded and expanded to three key nodes between the BART Stations.

General Plan Goal: Goal T1: A transportation system that allows safe and efficient travel by a variety of modes and promotes the use of alternatives to the single-occupant vehicle. Goal T2: A land use pattern that encourages walking, bicycling, and public transit use. Goal T3: A transportation system that maintains and improves the livability of the City.

Need/Service Level: The improvements will better serve the needs of local and regional bicyclists and pedestrians, improve access to local amenities, and improve the integration of the two BART stations to the surrounding community. The project is a community-based multimodal transportation project that will improve connectivity, enhance sense of place, bring new vibrancy and support the higher-density transit-oriented neighborhoods adjacent to BART as a place where developers want to build and people want to live, work and visit.

Pertinent Issue: The City was awarded a competitive federal grant in FY2013-14 and received authorization to proceed with Preliminary Engineering/Design from Caltrans in Spring 2014.

Status: Design phase to begin in Summer 2014.

Capital Cost Estimate:

Admin:	26,025	Design:	545,000	Constr Mgt:	364,000
Equipment:		Constr:	2,600,000	Other:	
Contingency:	390,000	Land:		**TOTAL:**	**$ 3,925,025**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Ohlone Greenway Wayfinding Signage	**Proponent:**	Public Works Department
Project Number:	tbd	**Project Mgr:**	Public Works - Engineering Division
Funding Sources:	Measure J TLC, Unidentified	**User Dept:**	General Public
	A, B	**Location:**	Ohlone Greenway

	Capital Costs				Other Costs		
Fiscal Year	**Meas J TLC Grant**	**Unidentified**			**Operating**	**Energy**	**Misc**
Prior Years	-	-	-	-	-	-	-
2014-15	118,200	-	-	-	-	-	-
2015-16		-	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	-	200,800	-	-	-	-	-
Subtotal	118,200	200,800	-	-	-	-	-
			Total Capital Costs:	319,000		Total Other Costs:	-
TOTAL ALL COSTS:	**319,000**						

Statement of Need, Service Level, and Issue:

Project Description: Install signage along the Ohlone Greenway that conforms to the prototype developed with the Baxter Creek Gateway Park, Ohlone Greenway Master Plan and West County Transit Enhancement & Wayfinding Plan.

General Plan Objective: The project implements elements and design goals within both the General Plan and the Ohlone Greenway Master Plan.

Need/Service Level: A comprehensive signage program will provide better wayfinding, provide distances for cyclers and walkers, and bring a unique and uniform appearance to the Ohlone Greenway. Current signage is sporadic and not consistent in its look.

Pertinent Issues: The City participated on a WCCTAC-led Transit Wayfinding Sign Project funded by Regional Measure 2/Safe Routes to Transit. The project developed a concept design for signs to direct pedestrians and bicyclists to and from major transit facilities and major sites in West County and Albany and includes the Ohlone Greenway.

Status: Planning including coordination with WCCTAC. Could be a candidate for Measure WW funding or future Safe Routes to Transit funding. The City applied for and was awarded Measure J TLC grant for sign installation.

Capital Cost Estimate:

Admin.	11,000	Design:	22,000	Constr Mgt:	22,000
Equipment:		Constr:	220,000	Other:	-
Contingency:	44,000			**TOTAL:**	**$319,000**

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CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Ohlone Greenway Master Plan Imp	**Proponent:**	Community Development & Public Works
Project Number:	tbd	**Project Mgr:**	Community Development & Public Works
Funding Sources:	Park-in-Lieu Fund (210) RDA Capital (2003 Bonds) (811), BART B	**User Dept:**	General Public
		Location:	Ohlone Greenway

	Capital Costs				Other Costs		
Fiscal Year	**Park-in-Lieu Fund**	**RDA Capital ('03 Bonds)**	**BART**	**Unidentified**	**Operating**	**Energy**	**Misc**
Prior Years	20,500	127,500	603,292	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-		-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	200,000	-		2,561,083	-	-	-
Subtotal	220,500	127,500	603,292	2,561,083	-	-	-
			Total Capital Costs:	3,512,375		Total Other Costs:	-
TOTAL ALL COSTS:	**$3,512,375**						

Statement of Need, Service Level, and Issue:

Project Description: The project is divided into three phases: Master Plan; BART-related upgrades; and future improvements. The master plan and BART-related improvements are now complete. Future improvements are outlined in the master plan, most are not funded at this point.

General Plan Objective: Comm Design: Utilize the Greenway as one of the features that provides a more distinct identity for El Cerrito through enhancement of its landscape features, signage, maps and other features. (CD 3.9): Ohlone Greenway- Enhance the usability and aesthetic appeal of the Ohlone greenway by integrating it into the fabric of the City. (CD 3.10): Greenway Spur Trails- Develop greenway spur trails for creekside access. (CD3): A City with attractive landscaping of public and private properties, open space, and public gathering places.

Need: Three primary conditions give rise to the need for this project. 1) The need for improving the facility to meet current and future users' needs and standards, as well as to improve the design and feel of the facility to fully actualize its potential to contribute to the surrounding areas; 2) To coordinate and optimize the opportunity provided by the BART Earthquake Safety Program and disruptive trail closure;3) To create a consistent and appealing design to coordinate future improvements with public or private projects.

Service Level: The Ohlone is considered by regional bicycle organizations as a backbone to the non-motorized transportation system in the region. 2007 counts found weekday use averaging 627 pedestrians/bicyclists per day, and according to a citywide survey completed in 2003, the Greenway is the 6th most used recreational facility. 2/3 of residents in a 2007 Citywide survey indicated they use the Greenway regularly or often.

Pertinent Issue: Through extensive negotiations with BART, Phase 1A of the Master Plan, for the most part, was completed as part of the BART Earthquake Safety Program. In order for BART to use City property along the Ohlone Greenway for construction purposes, BART purchased temporary construction easements from the City in July 2009 via the execution of an Acquisition Agreement. The City granted BART a Right of Entry to City property and, in lieu of payment to the City for the Right of Entry value in the amount of $603,292, BART offered to construct improvements beyond the equivalent value of BART's required restoration work. The Ohlone Greenway Master Plan is helping staff in searching for additional outside funding.

Status: BART-related improvements were completed in early 2014. Other related projects are the Ohlone Natural Area south of Fairmount Avenue (funded through a Prop 84 grant), Hill-to-Blake section (funded pursuant to the Safeway development agreement), and Wayfininding Program (funded by Measure J TLC). Future improvements are awaiting funding.

Capital Cost Estimate:

Admin:	$62,325	Design:	$249,300	Constr Mgt:	$207,750
Equipment:	$500,000	Constr:	$2,077,500	Other:	$0
Contingency:	$415,500			**TOTAL:**	**$3,512,375**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Creek Major Maintenance & Restoration	**Proponent:**	Public Works Department
Project Number:	tbd	**Project Mgr:**	PW Operation + Environmental Services
Funding Sources:	Unidentified	**User Dept:**	General Public
	B	**Location:**	Various

	Capital Costs				Other Costs		
Fiscal Year	**Unidentified**				**Operating**	**Energy**	**Misc**
Prior Years	-	-	-	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	50,000	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	854,050	-	-	-	-	-	-
Subtotal	904,050	-	-	-	-	-	-
			Total Capital Costs:	904,050		Total Other Costs:	-
TOTAL ALL COSTS:	**$904,050**						

Statement of Need, Service Level, and Issue:

Project Description: The program is intended to provide an evaluation of major maintenance and restoration needs for creeks throughout the City. The first phase will include obtaining a Stream Alteration Agreement and any other regulatory permits to conduct creek maintenance. Some of the creek work along the Ohlone Greenway has been identified in the Ohlone Greenway Master Plan. Other work includes repair of the creek erosion and washout at Huber Park, as well as, major maintenance efforts requiring permits in creeks throughout the City.

Strategic Plan Goals: Strategic Plan Goal D-Develop & Rehabilitate Public Facilities As Community Focal Points including developing a plan to address deferred and major maintenance of creeks

Need to be Addressed/Service Level to be Achieved: Creek maintenance over the last few years has been limited to trash and debris removal and removal of invasive species, as well as, emergency response clean-ups related to flooding events. Permits are required for any other work including sediment removal.

Public Outreach/Input Process: City staff will continue to work with Friends of Five Creeks on this effort.

Financial Considerations: At this point in time, a funding source has not been identified. Staff will explore funding opportunities. Ongoing capital and operating expenses need to be fully evaluated and identified. In FY14-15, the Operations + Environmental Services Division will investigate the requirements for a new Streambed Alteration Agreement and implement using in-house resources if feasible.

Admin:	17,670	Design:	70,680	Constr Mgt:	58,900
Equipment:	-	Constr:	589,000	Other:	100,000
Contingency:	117,800			**TOTAL:**	**$ 954,050**

City of El Cerrito

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Street Improvement Program	**Proponent:**	Public Works Department
Project Number:	C3027/C3074	**Project Mgr:**	Public Works - Engineering Division
Funding Sources:	Measure J Return-to-Source (204)	**User Dept:**	General Public
	Grants (STP, Prop 1B, OBAG, SLPP)		
	Sales Tax - Street Impr (211)	**Location:**	City-wide
	204, 211, A		

	Project Budget/Capital Costs						Other Costs	
Fiscal Year	**Measure A Sales Tax**	**Grants**	**General Fund**				**Revenues**	**Cost Savings**
Prior Years	13,929,283	2,420,670	-	-	-	-	-	-
2014-15	448,831	630,000	-	-	-	-	-	-
2015-16	475,000	-	-	-	-	-	-	-
2016-17	484,500	-	-	-	-	-	-	-
2017-18	484,500	-	-	-	-	-	-	-
2018-19	484,500	-	-	-	-	-	-	-
2019-20	484,500	-	-	-	-	-	-	-
2020-21	484,500	-	-	-	-	-	-	-
2021-22	484,500	-	-	-	-	-	-	-
2022-23	484,500	-	-	-	-	-	-	-
2023-24	484,500	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-	
Subtotal	18,729,114	3,050,670	-	-	-	-	-	-
				Total Capital Costs:	21,779,784		Total Other Costs:	-
TOTAL ALL COSTS:	**$21,779,784**							

Statement of Need, Service Level, and Issue:

Project Desc: Project includes the design of a variety of roadway treatments including slurry seal, micropave, cape seal, asphalt overlay of various thicknesses, and repairs of failed sections. The scope will also include installation of curb ramps in compliance with the ADA for all streets that receive an overlay treatment, curb, gutter, and sidewalk upgrades as needed, upgrades to traffic control systems that pertain to pavement work (striping, crosswalks, bike facilities, and associated signage), and upgrades to road-related storm drainage facilities. The project will involve multiple specialty contracts such as seal coats, asphalt overlay, roadway repairs and concrete. This project will also fund the bi-annual Pavement Management Program update.

Need: The Measure A Street Improvement Program 2008 - 2010 invested approximately $15 million into street improvements bringing the Pavement Condition Index up from 52 to 85. The Measure A Sales Tax continues to fund this program to maintain the street system serviceable condition.

Service Level: See above

Pertinent Issue: The primary issue has been that of funding. With the passage by voters in February 2008 of Measure A (Street Improvement Sales Tax), it is anticipated that there will be sufficient funding to maintain the overall system condition in the good category.

Status: The accelerated program was completed in 2010, and the annual project will perform scheduled capital maintenance, any needed rehabilitation and leverage grant funding.

Capital Cost Estimate:

Admin:	$435,596	Design	$1,088,989	Constr Mgt:	$1,524,585
Equipment:	$0	Construction	$16,334,838	Other:	$217,798
Contingency:	$2,177,978			**TOTAL:**	**$21,779,784**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Access Modifications - Streets	**Proponent:**	Public Works
Project Number:	C3024	**Project Mgr:**	PW Engineering Division
Funding Sources:	Measure C/J, Grant 204, A	**User Dept:**	General Public
		Location:	Citywide

	Capital Costs				Other Costs		
Fiscal Year	**Measure C/J (204)**	**Grant**	**Unidentified**		**Operating**	**Energy**	**Misc**
Prior Years	ongoing	-	-	-	-	-	-
2014-15	115,441	18,000	-	-	-	-	-
2015-16	70,000	-	-	-	-	-	-
2016-17	70,000	-	-	-	-	-	-
2017-18	70,000	-	-	-	-	-	-
2018-19	70,000	-	-	-	-	-	-
2019-20	71,400	-	-	-	-	-	-
2020-21	72,900	-	-	-	-	-	-
2021-22	74,400	-	-	-	-	-	-
2022-23	75,900	-	-	-	-	-	-
2023-24	77,500	-	-	-	-	-	-
Unidentified	5,300,000	-	-	-	-	-	-
Subtotal	6,067,541	18,000	-	-	-	-	-
			Total Capital Costs:	6,085,541		Total Other Costs:	-
TOTAL ALL COSTS:	**$6,085,541**						

Statement of Need, Service Level, and Issue:

Project Description: This project will implement the streets portion of the City's American with Disabilities Act (ADA) Transition Plan Update, which was adopted in September 2009. Specific locations and scopes of work will be determined annually in conformance with the Plan Update and based on guidance from ADA Working Group. This program is in addition to the curb ramp work required by street repaving program, however the access program may be contracted jointly with the Street Resurfacing Program.

Need: The ADA requires that public facilities are accessible to people with disabilities. The City's ADA Transition Plan identifies deficiencies on major pedestrian routes in the public right-of-way, and recommends a strategy for eliminating these obstructions. The Plan prioritizes improvements to major pedestrian routes in the public right-of-way. Within the public streets, there are numerous obstructions to access for disabled persons. This capital program is an integral part of a compliance strategy for tackling this massive deficiency in the most practical manner. These actions require that requests from persons with disabilities be prioritized based on guidance from the ADA Working Group.

Service Level: This program will work toward bringing the pedestrian routes in the public right-of-way into compliance and making the City's programs accessible.

Pertinent Issue: We expect to construct approximately 20 curb ramps in Fall 2014. Approximately $18K is also available in grant funding from El Cerrito-Albany Access.

Status: This is an ongoing program.

Capital Cost Estimate:

Admin:	$121,711	Design:	$608,554	Constr Mgt:	$486,843
Equipment:	$0	Constr:	$3,955,602	Other:	$0
Contingency:	$912,831			**TOTAL:**	**$6,085,541**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Arlington Curve at Brewster Drive Safety Imprv	**Proponent:**	Public Works and Police Departments
Project Number:	C3071	**Project Mgr:**	Public Works - Engineering Division
Funding Sources:	Highway Safety Imprvmnt Program Grant (Fed) 211, A	**User Dept:**	General Public
		Location:	Arlington Boulevard near Brewster Drive (s)

	Capital Costs				Other Costs		
Fiscal Year	**HSIP (secure)**	**Measure A**			**Operating**	**Energy**	**Misc**
Prior Years	-	17,262	-	-	-	-	-
2014-15	117,000	13,000	-	-	-	-	-
2015-16	120,800	19,738	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
Subtotal	237,800	50,000	-	-	-	-	-
	Total Capital Costs:		287,800		Total Other Costs:		-
TOTAL ALL COSTS	**$ 287,800**						

Statement of Need, Service Level, Schedule and Issue:

Project Description: The project is located at the Intersection of Arlington Blvd and Brewster Dr (south) about 350 feet in both directions from the intersection. It includes installation of long-term improvements to upgrade interim improvements completed in Fall 2012. Specifically includes construction of curb, gutter, sidewalk, curb ramps, & curb extensions; installation of electronic speed feedback signs to include Arlington Park, and curve, pedestrian, & advisory speed signs; installation of enhanced striping for crosswalks, shoulders, and shared roadway markings; installation of additional botts dots and pavement markers; and restriping of existing pavement markings as necessary.

Need/Service Level: Arlington Blvd is a minor arterial that carries regional traffic through the El Cerrito, Kensington, and Berkeley hills. It is also an important north-south connection for bicyclists and pedestrians and is designated as a pedestrian and bicycle route in the Circulation Plan for Bicyclists and Pedestrian (2007). The crosswalk at the intersection serves the existing community staircase/path through the neighborhood. The City has previously installed various improvements in this area over the years in response to community concerns at the intersection and along the Arlington Blvd corridor.

General Plan Goal: Goal T1: A transportation system that allows safe and efficient travel by a variety of modes and promotes the use of alternatives to the single-occupant vehicle.

Pertinent Issue: In July 2012, following a fatal pedestrian-bicycle collision at the intersection, the City again met with community representatives. The City and Police Department conducted speed surveys to determine the appropriate advisory speed for the corridor, and retained a consultant to conduct a safety analysis of the intersection. The project improvements are the recommendations that resulted from that analysis, which received community support at a final public meeting in July 2012

Status: Design is anticipated to begin in Fall 2013 after authorization by Caltrans to proceed.

Capital Cost Estimate:

Admin:	12,300	Design:	28,500	Constr Mgt:	28,500
Equipment:		Constr:	190,000	Other:	
Contingency:	28,500	Land:		**TOTAL:**	**$ 287,800**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	City-Wide Signage Program	**Proponent:**	Public Works
Project Number:	C3028	**Project Mgr:**	Public Works - Engineering Division
Funding Sources:	General Fund (101), unidentified B	**User Dept:** **Location:**	General Public various

	Capital Costs				Other Costs		
Fiscal Year	**General Fund**	**Unidentified**			**Operating**	**Energy**	**Misc**
Prior Years	50,000	-	-	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	-	200,000	-	-	-	-	-
Subtotal	50,000	200,000	-	-	-	-	-
			Total Capital Costs:	250,000		Total Other Costs:	-

TOTAL ALL COSTS: **$250,000**

Statement of Need, Service Level, and Issue:

Project Description: Phased replacement of old signs (identification and wayfinding) with new signage that is consistent with the City's updated identity program on San Pablo Avenue.

Need: Current wayfinding and identification signage throughout town in inconsistent, out-of-date and/or not distinctive

Service Level: The project includes placing new signs at secondary city entrances, parks, facilities and where directional/wayfinding signage in needed.

Pertinent Issue: This project will expand that signage program outside of the San Pablo Ave area to create a city-wide consistency in the signage formats. Funds in this project will be used for signage that cannot be funded by other means (such as other city projects or development.) The City is participating on a WCCTAC-led Transit Wayfinding Sign Project funded by Regional Measure 2/Safe Routes to Transit. The project will develop technical specifications and design for signs to direct pedestrians and bicyclists to and from major transit facilities and major sites in West County and Albany.

Status: Pending Funding

Capital Cost Estimate:

Admin:	$10,000	Design:	$30,000	Constr Mgt:	$20,000
Equipment:	$0	Constr:	$190,000	Other:	$0
Contingency:	$0			**TOTAL:**	**$250,000**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Del Norte TOD Infrastructure Improvements	**Proponent:**	Public Works / Community Development
Project Number:	C4014	**Project Mgr:**	Public Works - Engineering Division
Funding Sources:	STMP Developer Fees, unidentified	**User Dept:**	Public Works / Community Development
	A, B	**Location:**	Del Norte area

	Capital Costs				Other Costs		
Fiscal Year	**STMP**	**Unidentified**			**Operating**	**Energy**	**Misc**
Prior Years		-	-	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16		-	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	6,875,000	18,125,000	-	-	-	-	-
Subtotal	6,875,000	18,125,000	-	-	-	-	-
			Total Project Costs:	25,000,000		Total Other Costs:	-
TOTAL ALL COSTS:	**$25,000,000**						

Statement of Need, Service Level, and Issue:

Project Description: The project includes planning, engineering and construction of various public infrastructure improvements to facilitate transit-oriented development in the Del Norte Area including parking facilities; bicycle, pedestrian, and/or bus transit access improvements; signage; lighting; improvements to station access or station waiting areas; ADA improvements; improvements to adjacent streets, street crossings, or signals; and/or Ohlone Greenway improvements.

General Plan Objective: Goal T1: A transportation system that allows safe and efficient travel by a variety of modes and promotes the use of alternatives to the single-occupant vehicle. Goal T2: A land use pattern that encourages walking, bicycling, and public transit use. Goal T3: A transportation system that maintains and improves the livability of the City.

Need: Traffic congestion and planned/proposed development in the vicinity of the Del Norte BART station require creative and effective transportation solutions. The proximity of San Pablo Avenue to I-80 (the most congested freeway in the Bay Area) makes it an attractive relief route during the commute hours in addition to the heavy BART-bound traffic to and from the freeway. The two primary intersections (San Pablo Avenue at Cutting and at Hill) cannot accommodate a pedestrian crosswalk on the leg that has the highest pedestrian crossing demand due to critical vehicle volumes, and this induces pedestrians to cross illegally in the mid-block locations. There is also a history of collisions involving vehicles and pedestrians in this area. In addition, BART is preparing a Station Modernization Plan as it considers improvements around and within its station.

Service Level: San Pablo Avenue is a State highway, and carries over 25,000 vehicles a day. The Del Norte BART Station was identified as one of the 21 regional transit hubs in the nine Bay Area counties by MTC because of the linkages its provides between the services of various transit operators. The BART Station has over 700 bus trips a day which contributes to this being the 10th busiest station of 43 BART stations.

Pertinent Issue: BART had previously committed $100,000 of its STMP fees for this area. Future efforts will build on the San Pablo Ave Specific Plan/Complete Streets Plan and BART Plan. Public Works will continue to seek additional funding for San Pablo Avenue based on its designation as a planned Priority Development Area under the FOCUS Program.

Status: The project is pending additional funding and coordination with the San Pablo Avenue Specific Plan/Complete Streets Plan

Capital Cost Estimate:

Admin:	$850,000	Design:	$1,700,000	Constr Mgt:	$1,700,000
Equipment:	$0	Constr:	$17,000,000	Other:	$0
Contingency:	$3,750,000			**TOTAL:**	**$25,000,000**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Balra Retaining Wall Repair	**Proponent:**	Public Works
Project Number:	C3058	**Project Mgr:**	PW - Engineering Division
Funding Sources:	General Fund, Unidentified	**User Dept:**	General Public
	B	**Location:**	779 block of Balra Drive

	Capital Costs				Other Costs		
Fiscal Year	**General Fund**	**Unidentified**			**Operating**	**Energy**	**Misc**
Prior Years		10,400	-	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	-	325,000	-	-	-	-	-
Subtotal	-	335,400	-	-	-	-	-
			Total Capital Costs:	335,400		Total Other Costs:	-
TOTAL ALL COSTS:	**$335,400**						

Statement of Need, Service Level, and Issue:

Project Description: Repair or replace the retaining wall in front of 779 Balra Drive, and repair street and sidewalk damage above wall.

Need: The existing retaining wall above the Creek headwall in front of 779 Balra Drive is badly damaged and must be repaired.

Service Level: The gradual failure of this wall is causing subsidence of the street and sidewalk above, and has created some uneven surfaces in the walking and driving paths.

Pertinent Issue: The wall is leaning over onto private property, but is not causing any immediate damage. Geotech report prepared and measuring points marked on the wall. However, no funding source has been identified for this work.

Status: Planning Phase: Implementation pending funding.

Capital Cost Estimate:

Admin:	$6,708	Design:	$33,540	Constr Mgt:	$33,540
Equipment:	$0	Constr:	$228,072	Other:	$0
Contingency:	$33,540			**TOTAL:**	**$335,400**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Traffic Safety & Management Program	**Proponent:**	Public Works
Project Number:	C3070	**Project Mgr:**	PW - Engineering Division
Funding Sources:	Measure A (211), Unidentified 211, B	**User Dept:**	General Public
		Location:	various

	Capital Costs				Other Costs		
Fiscal Year	**Measure A (211)**	**Unidentified**			**Operating**	**Energy**	**Misc**
Prior Years	200,000	-	-	-	-	-	-
2014-15	50,000	-	-	-	-	-	-
2015-16	25,000	-	-	-	-	-	-
2016-17	25,000	300,000	-	-	-	-	-
2017-18	25,000	275,000	-	-	-	-	-
2018-19	25,000	275,000	-	-	-	-	-
2019-20	25,000	275,000	-	-	-	-	-
2020-21	25,000	275,000	-	-	-	-	-
2021-22	25,000	275,000	-	-	-	-	-
2022-23	25,000	275,000	-	-	-	-	-
2023-24	25,000	275,000	-	-	-	-	-
Unidentified		-	-	-	-	-	-
Subtotal	475,000	2,225,000	-	-	-	-	-
			Total Capital Costs:	2,700,000		Total Other Costs:	-
TOTAL ALL COSTS:	**$2,700,000**						

Statement of Need, Service Level, and Issue:

Project Description: This program would contain various capital projects that would improve safety for motorists, pedestrians and bicyclists traveling on city streets and implement various improvements under the Neighborhood Traffic Management Program consisting of educational, engineering and enforcement measures to address speeding, high traffic volumes, pedestrian and bicycle access and livability on residential streets.

General Plan Objective: Goal T1: A transportation system that allows safe and efficient travel by a variety of modes and promotes the use of alternatives to the single-occupant vehicle. Goal T3: A transportation system, including safe and adequate streets, signals, sidewalks, pathways, curbs, gutters, street trees, signage, and streetlights, that maintains and improves the livability of the City.

Need: A 2006 traffic safety audit evaluated 14 street segments that had significantly higher collision rates than other arterial and collector streets in the City, and provided recommendations for improvements to mitigate collision rates. An increasing number of El Cerrito residents are concerned about vehicular speeds, traffic volumes and pedestrian and bicycle obstacles in their neighborhoods. The City has responded to community concerns by installing standard traffic control devices (warning and regulatory signs, pavement markings, striping and curb markings) and speed humps, deploying the speed feedback trailer, and enforcement of traffic and parking regulations. Generally, the City addressed resident requests on a case-by-case basis – with each request becoming a unique process and involving extensive City resources. The problem became how to place these requests in context – which have priority, which represent "normal" traffic conditions on residential streets, and what types of measures would provide equitable, effective and timely solutions.

Service Level: The targeted street segments in the traffic safety audit were generally on arterial and collector streets which carry most of the City's traffic. The NTMP program will serve all streets in neighborhoods throughout the City.

Pertinent Issue: Funding has been secured and improvements implemented for several of the corridors. Public Works will continue to seek state and federal funding opportunities, and combine this program with others such as the PDA Streetscape Improvements Program to maximize funding opportunities as they arise.

Status: Planning Phase: Implementation pending funding.

Capital Cost Estimate:

Admin:	35,000	Design:	255,000	Constr Mgt:	255,000
Equipment:	-	Constr:	1,700,000	Other:	100,000
Contingency:	355,000			**TOTAL:**	**$2,700,000**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Wildcat Drive Repair	**Proponent:**	Public Works
Project Number:	tbd	**Project Mgr:**	PW - Engineering Division
Funding Sources:	Unidentified	**User Dept:**	General Public
	B	**Location:**	Wildcat Drive

	Capital Costs				Other Costs		
Fiscal Year	**Unidentified**				**Operating**	**Energy**	**Misc**
Prior Years	-	-	-	-	-	-	-
2013-14	-	-	-	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21		-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23		-	-	-	-	-	-
Unidentified	2,500,000	-	-	-	-	-	-
Subtotal	2,500,000	-	-	-	-	-	-
		Total Capital Costs:		2,500,000		Total Other Costs:	-
TOTAL ALL COSTS:	**$2,500,000**						

Statement of Need, Service Level, and Issue:

Project Description: This project would restore Wildcat Drive to its original width.

General Plan Objective:

Need: The last in a series of landslides removed a section of Wildcat Drive (approximately 100 feet long and 10 feet wide) and the abutting valley gutter and embankment. Emergency work was performed that stabilized the remaining roadway.

Service Level: In its current configuration, the road serves the primary public need of access and utility pathways. However, the emergency repair work requires traffic to constrict to a one-lane path, and the sheet pile retaining wall is considered to be adverse in appearance.

Pertinent Issue: Conceptual design was completed in the late 1990s for a retaining wall that would enable restoration of the original roadway width. This remedy is costly and currently unfunded. Other possible remedies that include restoring the stability of the abutting private land could be considered along with a funding partnership with the affected property owners.

Status: Planning Phase: Implementation pending funding.

Capital Cost Estimate:

Admin:	40,000	Design:	210,000	Constr Mgt:	150,000
Equipment:	-	Constr:	2,000,000	Other:	-
Contingency:	100,000			**TOTAL:**	**$2,500,000**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	PDA Streetscape Improvements	**Proponent:**	Public Works
Project Number:	tbd	**Project Mgr:**	PW - Engineering Division
Funding Sources:	Unidentified	**User Dept:**	General Public
	B	**Location:**	Various

	Capital Costs				Other Costs		
Fiscal Year	**Unidentified**				**Operating**	**Energy**	**Misc**
Prior Years	-	-	-	-	-	-	-
2013-14	-	-	-	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	-	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
Unidentified	-	4,917,500	-	-	-	-	-
Subtotal	-	4,917,500	-	-	-	-	-
			Total Capital Costs:	4,917,500		Total Other Costs:	-
TOTAL ALL COSTS:	**$4,917,500**						

Statement of Need, Service Level, and Issue:

Project Description: The project consists of streetscape improvements within and around the San Pablo Avenue Priority Development Area, which includes all of San Pablo Avenue and crossing arterials leading to the El Cerrito Plaza and Del Norte BART Stations. Improvements will be coordinated with neighboring cities and transit agencies. The scope of the project improvements includes sidewalk replacement, pedestrian level lighting, crosswalks improvements (curb bulb-outs, pedestrian refuge islands, and enhanced signing & striping), bike route signing & striping, street trees and street furniture.

General Plan Objective: Goal T1: A transportation system that allows safe and efficient travel by a variety of modes and promotes the use of alternatives to the single-occupant vehicle; and Goal T3: A transportation system, including safe and adequate streets, signals, sidewalks, pathways, curbs, gutters, street trees, signage, and streetlights, that maintains and improves the livability of the City.

Need: The City's General Plan calls for three specific areas along the San Pablo Avenue corridor to become "pedestrian-friendly, mixed-use villages with ground floor retail uses and upper floor office and residential use". Each of the three identified areas has its own unique character and function and will be connected via the Ohlone Greenway and a vibrant San Pablo Avenue to two BART stations and multiple transit stops. The San Pablo Avenue Specific Plan calls for transit-oriented neighborhoods and in-fill development around the BART Stations. Continued streetscape and open space improvements in the corridor would capitalize on the momentum created by previous Redevelopment Agency projects.

Service Level: The San Pablo Avenue and BART Stations are important transportation facilities that serve residents and visitors of El Cerrito. The project will improve streets for users of all modes. For pedestrians, bicyclists and transit users, the addition of the proposed improvements will create a friendlier and safer environment.

Pertinent Issue: Identify funding opportunities through Transportation for Livable Communities Programs from the county through federal level. The program will likely be replaced by San Pablo Avenue Complete Street Plan improvements.

Status: Planning Phase: Implementation pending funding.

Capital Cost Estimate:

Admin:	98,400	Design:	393,400	Constr Mgt:	491,800
Equipment:	-	Constr:	3,278,200	Other:	-
Contingency:	655,700			**TOTAL:**	**$4,917,500**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Safe Routes to School Program	**Proponent:**	Public Works
Project Number:	tbd	**Project Mgr:**	PW - Engineering Division
Funding Sources:	Unidentified	**User Dept:**	General Public
		Location:	Citywide

	Capital Costs				Other Costs		
Fiscal Year	**Unidentified**				**Operating**	**Energy**	**Misc**
Prior Years	-	-	-	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	-	-	-	-	-	-	-
2017-18	500,000	-	-	-	-	-	-
2018-19		-	-	-	-	-	-
2019-20	500,000	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	500,000	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	500,000	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
Subtotal	2,000,000	-	-	-	-	-	-
			Total Capital Costs:	2,000,000		Total Other Costs:	-
TOTAL ALL COSTS:	**$2,000,000**						

Statement of Need, Service Level, and Issue:

Project Description: Develop a safe routes to school program including educational, engineering and enforcement measures.

General Plan Objective: Goal T1: A transportation system that allows safe and efficient travel by a variety of modes and promotes the use of alternatives to the single-occupant vehicle; and Goal T3: A transportation system, including safe and adequate streets, signals, sidewalks, pathways, curbs, gutters, street trees, signage, and streetlights, that maintains and improves the livability of the City.

Need: The El Cerrito Circulation Plan for Bicyclists, adopted in 2007, and Pedestrians and Citywide Pedestrian Safety Assessment, conducted in 2009, both call for development of a safe routes to school program. School zones are particularly hazardous areas for pedestrians and bicyclists with many parents dropping off or picking up students. However, there are many benefits of having children walk or bike to school, including improving physical health and reducing traffic congestion.

Service Level: The safe routes to school program will serve K through 12th-grade students in public and private schools throughout the City.

Pertinent Issue: City staff is collaborating with WCCTAC Agencies and the Contra Costa County Health Division to provide a Safe Routes to School Program for education and encouragement activities at elementary schools throughout West Contra Costa as part of a federal Safe Routes to School grant. Staff will seek state and federal funding opportunities for capital improvements identified as part of this effort and other City efforts.

Status: Concept Phase: Implementation pending funding.

Capital Cost Estimate:

Admin:	50,000	Design:	180,000	Constr Mgt:	180,000
Equipment:	150,000	Constr:	1,200,000	Other:	-
Contingency:	240,000			**TOTAL:**	**$2,000,000**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Citywide Path/Stairway/Boardwalk Rehabilitation & Improvement	**Proponent:**	Public Works Department
Project Number:	tbd	**Project Mgr:**	Public Works Department
Funding Sources:	Unidentified B	**User Dept:** **Location:**	General Public Various

	Capital Costs				Other Costs		
Fiscal Year	**Unidentified**				**Operating**	**Energy**	**Misc**
Prior Years	-	-	-	-	-	-	-
2014-15	-	-	-	-	-	-	-
2015-16	-	-	-	-	-	-	-
2016-17	100,000	-	-	-	-	-	-
2017-18	725,000	-	-	-	-	-	-
2018-19	-	-	-	-	-	-	-
2019-20	-	-	-	-	-	-	-
2020-21	-	-	-	-	-	-	-
2021-22	-	-	-	-	-	-	-
2022-23	-	-	-	-	-	-	-
2023-24	-	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
Subtotal	825,000	-	-	-	-	-	-
			Total Capital Costs:	825,000		Total Other Costs:	-
TOTAL ALL COSTS:	**$825,000**						

Statement of Need, Service Level, and Issue:

Project Description: The project is intended to provide an evaluation of rehabilitation and development of City paths, stairways and boardwalks throughout the City. The first phase will include conducting a study to evaluate costs and priorities.

Strategic Plan Goals: Strategic Plan Goal D-Develop & Rehabilitate Public Facilities As Community Focal Points and Goal F-Foster Environmental Sustainability Citywide

Need to be Addressed/Service Level to be Achieved: The City's Circulation Plan for Bicyclists and Pedestrians (2007) identifies two projects— Park Trail Connector and Hillside Pathways and Stairs— to improve access, connectivity and promote walking in hillside neighborhoods and across the City. A Feasibility Study of El Cerrito Pathway Connections is also indentified as a need in the WCCTAC Transit Enhancement Study. The project would build off the efforts of the Trail Trekkers.

Public Outreach/Input Process: City staff will continue to work with Trail Trekkers on this effort and outreach to the public at key point in the project development process. The Circulation Plan and WCCTAC Transit Enhancement Plans both incorporated public comments.

Financial Considerations: At this point in time, a funding source has not been identified. Staff will explore grant funding opportunities. Ongoing capital and operating expenses need to be fully evaluated and identified.

Admin:	15,000	Design:	60,000	Constr Mgt:	50,000
Equipment:	-	Constr:	500,000	Other:	100,000
Contingency:	100,000			**TOTAL:**	**$ 825,000**

CITY OF EL CERRITO

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name:	Storm Drain Program	**Proponent:**	Public Works
Project Number:	tbd	**Project Mgr:**	PW - Engineering Division
Funding Sources:	Storm Drain Fund (205)	**User Dept:**	General Public
	205	**Location:**	Various

	Capital Costs				Other Costs		
Fiscal Year	**Storm Drain Fund (205)**				**Operating**	**Energy**	**Misc**
Prior Years	ongoing	-	-	-	-	-	-
2014-15	100,000	-	-	-	-	-	-
2015-16	330,000	-	-	-	-	-	-
2016-17	250,000	-	-	-	-	-	-
2017-18	250,000	-	-	-	-	-	-
2018-19	250,000	-	-	-	-	-	-
2019-20	350,000	-	-	-	-	-	-
2020-21	350,000	-	-	-	-	-	-
2021-22	350,000	-	-	-	-	-	-
2022-23	350,000	-	-	-	-	-	-
2023-24	350,000	-	-	-	-	-	-
Unidentified	-	-	-	-	-	-	-
Subtotal	2,930,000	-	-	-	-	-	-
			Total Capital Costs:	2,930,000		Total Other Costs:	-
TOTAL ALL COSTS:	**$2,930,000**						

Statement of Need, Service Level, and Issue:

Project Description: For FY14-15, priority locations include Kearney Street & San Pablo Avenue to clean out accumulated sediments and make upstream repairs to reduce sediment intrusion. Other projects to reduce localized flooding at locations such as Colusa Avenue and Carmel Avenue will be determined as funding permits. In FY15-16, an update to the Master Plan including to inventory condition of storm drain system, perform hydraulic modeling, make recommendations for future CIP, and link to City GIS, will be completed.

Need: The 1992 Storm Drain Master Plan and 1999 update identified various deficiencies in the City's storm drain system. This program is designed to remedy those items as well as those identified in an update anticipated in FY 2015-16. Periodic updates to the storm drain system information have been made, but those have been on a project-specific basis. A system-wide plan update is warranted to incorporate all modifications to the storm drain system including work done by the City as well as others.

Service Level: As the storm drain system is improved, residents and businesses will experience less and less flooding during rain events. In addition, City maintenance crews' workload will decrease as the system's elements become more self-sustaining.

Pertinent Issue: Since 1994 the city has used Measure J storm drain funds to identify, repair and replace failing or inadequate storm drain infrastructure. Although the highest priority sites have been completed in the first 10 years, numerous smaller flooding and capacity issues continue to arise, and will be included in periodic capital projects. Claims have been increasing in recent years highlighting the need to complete some high priority repairs and capital improvements. It is prudent to use these funds to inventory the cumulative improvements and update the Storm Drain master plan in a comprehensive manner.

Status: Priority major maintenance to be completed in FY14-15.

Capital Cost Estimate:

Admin:	73,250	Design:	293,000	Constr Mgt:	293,000
Equipment:	-	Constr:	1,831,250	Other:	146,500
Contingency:	293,000			**TOTAL:**	**$2,930,000**

SECTION 13: LONG-TERM DEBT

The City has various long- term commitments for payments to debt obligations to be repaid from various revenue sources. These obligations are discussed in this section and supported with the June 30, 2013 audited information.

REVENUE BONDS

2008 Sales Tax Revenue Bonds- Street Improvements

In FY 2007-08, $11.75 million of Sales Tax Revenue Bonds were issued at 4.4%-4.75% interest with approximately $10 million of bond proceeds to be used to finance the City's Street Improvement Project. The estimated cost of the initial four-year project was approximately $17 million. After use of bond proceeds, remaining project funding will come from ongoing sales tax revenues not required for debt service and other funds available for this type of work. The City continues efforts to obtain all possible Federal and State funding for street improvements, including utilizing proceeds of the bonds as matching funds for Federal and State grant funding. The bond interest is payable each November 1 and May 1 through May 1, 2037.

Table 13-1
2008 Sales Tax Revenue Bonds- Street Improvements

	Original Issue Amount	Balance June 30,2012	Additions	Retirements	Balance June 30,2013
Street Improvement Bonds	$11,750,000	$10,810,000	$0	$255,000	$10,555,000

Table 13-2
Future debt service payments on the 2008 Sales Tax Revenue Bonds – Street Improvements

Fiscal Year Ending June 30	Principal	Interest	Total
2014	265,000	475,152	740,152
2015	270,000	466,408	736,408
2016	280,000	457,228	737,228
2017	290,000	447,078	737,078
2018	300,000	436,203	736,203
2019-2037	9,150,000	4,146,664	13,296,664
	$10,555,000	$6,428,733	$16,983,733

Storm Drain Revenue Bonds

The City of El Cerrito 1993 Storm Drain Revenue Bonds were issued in the principal amount of $6,300,000, bearing interest from 4.3% to 5.5% and maturing each August 1 through 2013. Interest was payable each February and August 1. The bonds consisted of $4,440,000 in serial bonds and $1,860,000 in term bonds. Bonds maturing on or after August 1, 2004 were subject to optional redemption by the City with premium. Bonds maturing August 1, 2013, (the term bonds) were subject to mandatory sinking fund redemption commencing August 1, 2010.

In FY 2011-12, the City issued Storm Drain Revenue Refunding Bonds in the original principal amount of $1,026,800 at 1.683% interest. The bonds are secured by a first pledge of all revenues derived from

ownership and operation of the storm drain system and the monies held in funds established by the Bond Indenture in amount sufficient to pay the bond debt service, maintenance and operations costs of the system, and to maintain the bond reserve fund. The interest is payable each August 1 and February 1 through August 1, 2013.

Table 13-3
Storm Drain Bonds

	Original Issue Amount	Balance June 30,2012	Additions	Retirements	Balance June 30,2013
2012 Storm Drain Revenue Refunding Bonds	$1,026,800	$1,026,800	$0	$512,300	$514,500

Table 13-4
Future Debt Service Payments on the Storm Drain Bonds

Fiscal Year Ending June 30	Principal	Interest	Total
2014	$514,500	$4,330	$518,830
	$514,500	$4,330	$518,830

Measure A Lease Revenue Bonds- Swim Center Project

The El Cerrito Public Financing Authority issued 2002 Lease Revenue Bonds, which consisted of $4,615,000 in bonds bearing interest at 3.00% to 4.75%. The interest is payable each August 15 and February 15. Principal is payable each August 15, through August 15, 2020. The outstanding principal balance of the bonds at June 30, 2012 was $2,685,000.

The bonds are secured by a pledge, security interest in, and a first and exclusive lien on all base rental payments and other payments paid by the City and received by the Authority and the monies in the funds and accounts established pursuant to the Bond Indenture of Trust. The payment of bond principal and interest is also covered by a financial guaranty insurance policy.

In FY 2012-13, the 2002 Lease Revenue Bonds were refinanced at a rate of 1.80% on a refunded principal amount of $2,516,500 with the first principal payment due on September 1, 2013. The interest is payable each September 1 and March 1 through September 1, 2020.

Table 13-5
2002 Lease Revenue Bonds

	Original Issue Amount	Balance June 30,2012	Additions	Retirements	Balance June 30,2013
2002 Measure A Lease Revenue Bonds	$4,615,000	$2,685,000	$0	$2,685,000	$0
2012 Measure A Refunding Bonds	$2,516,500		$2,516,500		2,516,500

Table 13-6
Future scheduled annual minimum debt service requirements for the Measure A Lease Refunding

Fiscal Year Ending June 30	Principal	Interest	Total
2014	312,800	46,258	359,058
2015	323,300	40,024	363,324
2016	328,200	33,639	361,839
2017	332,300	27,167	359,467
2018	340,800	20,610	361,410
2019-2021	879,100	22,743	901,843
	$2,516,500	$190,442	$2,706,942

City Hall Lease Revenue Bonds

The El Cerrito Public Financing Authority issued 2006 Lease Revenue Bonds, which consisted of $9,610,000 in bonds bearing interest at 3.75% to 5.0%. The interest is payable each June 1 and December 1, with the final payment on November 15, 2036.

The bonds are secured by a pledge, security interest in, and a first and exclusive lien on all base rental payments and other payments paid by the City and received by the Authority and the monies in the funds and accounts established pursuant to the Bond Indenture of Trust.

Table 13-7
2006 City Hall Lease Revenue Bonds

	Original Issue Amount	Balance June 30,2012	Additions	Retirements	Balance June 30,2013
2006 City Hall Lease Revenue Bonds	$9,610,000	$9,020,000	$0	$215,000	$8,805,000

Table 13-8
Future Debt Service Payments on City Hall Lease Revenue Bonds

Fiscal Year Ending June 30	Principal	Interest	Total
2014	220,000	375,308	595,308
2015	230,000	366,768	596,768
2016	240,000	357,246	597,246
2017	250,000	347,240	597,240
2018	260,000	337,740	597,740
2019-2036	7,605,000	3,632,478	11,237,478
	$8,805,000	$5,416,780	$14,221,780

CAPITAL LEASE OBLIGATIONS

Master Equipment Lease- Fire Trucks, Recycling Trucks and Toters

Between FY 2005-06 and FY 2009-10, the City entered into lease agreements to finance the acquisition of three fire trucks. The leases interest rates varied from 3.90% to 4.80% with annual payments of about $165,000 through 2017.

In FY 2008-09 and FY 2009-10, the City entered into lease agreements to finance the acquisition of recycling trucks and Toters (carts used for curbside recycling services). The lease interest rates varied from 3.980% to 4.85% with annual payments of about $183,000 through 2018.

In FY 2012-13, the City entered into a single master equipment lease agreement with Chase Bank to refinance the leases for the fire trucks, recycling trucks, and Toters. The lease arrangement bears interest at a yield of 1.98% with interest payments due on July 25 and January 25 through July 25, 2019. Future minimum lease payments at June 30, 2013 are:

Table 13-9
Master Equipment Lease

Fiscal Year Ending June 30	Amount
2014	248,420
2015	248,420
2016	248,420
2017	248,420
2018	248,420
2019-2020	372,630
Total minimum lease payments	1,614,730
Less amounts representing interest	(96,275)
Present value of net minimum lease payments	$1,518,455

Recycling Center Capital Lease

On November 1, 2010, the City entered into a capital lease agreement in the amount of $3,500,000 at 3.88% interest with Holman Capital to finance the reconstruction of the Recycling Center. The term of the lease provided for quarterly principal and interest payments of $80,225 through October 1, 2025.

In July 2012, the Recycling Center Capital Lease was refinanced reducing the interest rate from 3.88% to 2.50%. The interest is payable each July 1, October 1, January 1, and April 1 through October 1, 2025.

Table 13-10
Recycling Center Capital Lease

	Original Issue Amount	Balance June 30,2012	Additions	Retirements	Balance June 30,2013
Recycling Center Capital Lease	$3,500,000	$3,359,825	$0	$3,359,825	$0
Recycling Facility Refunding Bonds	$3,405,000		$3,405,000	$109,500	$3,296,100

Table 13-11
Future Recycling Center Lease Payments

Fiscal Year Ending June 30	Amount
2014	306,523
2015	306,619
2016	306,477
2017	306,497
20018	306,472
2019-2026	2,299,349
Total minimum lease payments	3,831,938
Less amounts representing interest	(535,838)
Present value of net minimum lease payments	$3,296,100

Solar Equipment Capital Lease

On December 5, 2012, the City entered into a capital lease agreement in the amount of $1,595,000 at 2.75% interest with Green Campus Partners to finance the purchase and installation of solar equipment on City facilities. The term of the lease provides for semi-annual principal and interest payments of $65,236 on December 1 and June 1 through December 1, 2027.

Table 13-12
Solar Equipment Capital Lease

Fiscal Year Ending June 30	Amount
2014	130,473
2015	130,473
2016	130,473
2017	130,473
2018	130,473
2019-2028	1,239,486
Total minimum lease payments	1,891,851
Less amounts representing interest	(340,339)
Present value of net minimum lease payments	$1,551,512

Changes in Long-Term Liabilities

Long-term liability activity for the fiscal year ended June 30, 2013 was as follows:

Table 13-13
Long-term Liabilities

City of El Cerrito
Long Term Debt
June 30, 2013

	Original Issue Amount	Balance June 30, 2012	Additions	Retirements	Balance June 30, 2013
General LTD Fund 792					
Street Improvement Bonds	$ 11,750,000	$ 10,810,000		$ 255,000	$ 10,555,000
Storm Drain Refunding Bonds	1,026,800	1,026,800		512,300	514,500
Measure A Lease Revenue Bonds	4,615,000	2,685,000		2,685,000	
Measure A Refunding Bonds	2,516,500		2,516,500		2,516,500
City Hall Lease Revenue Bonds	9,610,000	9,020,000		215,000	8,805,000
Solar Photovoltaic Capital Lease	1,595,300		1,595,300	43,788	1,551,512
Total GLTD	$ 31,113,600	$ 23,541,800	$ 2,516,500	$ 3,711,088	$ 22,347,212
Internal Service Fund 601					
Fire Truck Capital Leases	$ 1,429,108	$ 887,688		$ 887,688	
Master Equipment Lease (51.74%)	842,417		842,417	56,769	785,648
Total IS Commitments	$ 1,429,108	$ 887,688	$ 842,417	$ 944,457	$ 785,648
Enterprise Activity Debt					
Recycing Trucks Capital Lease	$ 770,577	$ 485,067		$ 485,067	
Recycling Toters Capital Lease	540,450	284,421		284,421	
Recycling Center Capital Lease	3,500,000	3,359,825		3,359,825	
Recycling Facility Refunding Bonds	3,405,600		3,405,600	109,500	3,296,100
Master Equipment Lease (48.26%)	785,755		785,755	52,950	732,805
Total Enterprise Activity	$ 9,002,382	$ 4,129,313	$ 4,191,355	$ 4,291,763	$ 4,028,905

Deferred Debt Expense

Bond issuance costs are capitalized and amortized over the terms of the respective bonds using a method that approximates the effective interest method.

THE CITY OF
EL CERRITO

SECTION 14:
APPENDICES AND STATISTICS

THE CITY OF
EL CERRITO

APPENDIX 1

GLOSSARY OF BUDGET TERMS

21ST CENTURY PROGRAMS—Block grants from the U.S. Department of Education awarded to states for after school programming. The State of California uses 21st Century funds to augment its ASES programs to increase the number of schools eligible for funding. El Cerrito's 21st Century Program is at Harding Elementary School.

AC TRANSIT—A public sector transportation agency that provides bus and other public transit services to various localities in the San Francisco East Bay Area, including El Cerrito.

ADA—Americans with Disabilities Act.

ADOPTED BUDGET—The budget document formally approved by the City Council.

APPROPRIATION—Legal authorization granted by City Council or other policy body to make expenditures and incur obligations for a specific purpose within a specific time frame.

ASES—After School Education and Safety Program Act of 2002, approved by voters under Proposition 49. California Constitutional Amendment that guarantees a certain level of funding for after school programs in the state. Schools are selected for funding based on their rates of students who receive free or reduced lunches in public schools. El Cerrito has ASES programs at Fairmont Elementary and Portola Middle Schools.

ASSESSED VALUATION—A dollar value placed on real estate or other property by the County Assessor as a basis for levying property taxes.

AUDIT—A review of the City's accounts by an independent auditing firm to substantiate fiscal year-end balances and assure compliance with generally accepted standards for financial accounting and reporting.

BART—Bay Area Rapid Transit, a fixed rail mass transportation system in the San Francisco Bay Area.

BASIS OF BUDGETING— Basis of budgeting refers to the method used for recognizing revenues and expenditures in the budget. The City uses the modified accrual basis of accounting for budgetary purposes, which is in compliance with Generally Accepted Accounting Principles.

BEGINNING FUND BALANCE—Fund balance available in a fund from the end of the prior year for use in the following year.

BOND PROCEEDS—The money paid to the issuer by the purchaser or underwriter of a new issue of municipal securities. These moneys are used to finance the project or purpose for which the securities were issued, and to pay certain costs of issuance as may be provided in the bond contract.

BUDGET—A plan of financial operation embodying an estimate of proposed expenditures/expenses for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). Upon approval by the City Council, the budget appropriation resolution is the legal basis for expenditures in the fiscal year.

BUDGET AUTHORITY—Under certain circumstances, the City Council may adjust the budgeted appropriations for reasons unforeseen at the time of the adoption of the original budget. Such amendments are made by Council resolutions. The City Manager may make transfers of appropriations within a fund.

BUSINESS LICENSE TAX—A general tax on businesses for the privilege of conducting business within the City limits. Rates are set at each city's discretion but may not be discriminatory or confiscatory.

CALED—California Association for Local Economic Development.

CAPITAL IMPROVEMENT PROGRAM (CIP)—Annual appropriations for capital improvement projects such as street improvements, building construction, and various kinds of major facility maintenance. Capital projects are outlined in a five-year expenditure plan, which details funding sources and expenditure amounts. They often are multi-year projects, which require funding beyond the one-year period of the annual budget.

CAPITAL OUTLAY—A budget appropriation category comprising all equipment having a unit cost of more than $500 and an estimated useful life of over one year.

CDBG—Community Development Block Grant.

CERTIFICATE OF DEPOSIT (CD)—A deposit insured up to $250,000 (as of July 1, 2009) by the FDIC at a set rate for a specific period of time.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)—A set of mandated government financial statements for local and state governments that demonstrates compliance with the accounting requirements established by the Governmental Accounting Standards Board (GASB).

COPS—Community Oriented Policing Services. A grant program supporting community involvement offered by the U.S. Department of Justice.

COUPON—The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value; a certificate attached to a bond evidencing interest due on a payment date.

CPI—Consumer Price Index. Various indices that measure inflation in various economic sectors and regions.

CRW—The City's software system used for permits, code enforcement and business licenses.

CURRENT SERVICE CHARGES—Charges imposed to support services provided to individuals. These charges may not exceed the cost of providing the service plus overhead. The rationale behind service charges is that certain services are primarily for the benefit of individuals rather than the general public.

CURRENT YIELD—The interest paid on an investment expressed as a percentage of the current price of the security.

DEBT SERVICE—Payment of the principal and interest on an obligation resulting from the issuance of bonds, notes, or leasing arrangements.

DEFICIT—An excess of expenditures or expenses over revenues (resources).

DEPARTMENT—An organizational unit composed of divisions or programs. It is the basic unit of service responsibility encompassing a broad mandate of related activities.

DIVISION—A sub-section (or activity) within a Department that furthers the objectives of the City by providing specific services or programs.

DUI—Driving Under the Influence (of alcohol or drugs).

DISCRETIONARY REVENUE—Money that the City Council has the authority to allocate for any purpose. Often refers to the General Fund, as opposed to Special Funds.

EBMUD—East Bay Municipal Utility District, a public utility that provides water service in El Cerrito and other cities.

ENCUMBRANCE—Funds not yet expended and are delegated or set aside in anticipation of expenditure in the form of a purchase order, contract, or other commitment, chargeable to an appropriation. These funds cease to be an encumbrance when paid.

ENTERPRISE FUND—A type of fund operated in a manner similar to private enterprises. Enterprise funds capture the total costs of the associated programs, including facilities and services, as well as all revenues attributable to those programs. These programs are entirely or predominantly self-supporting.

ERAF—Educational Revenue Augmentation Fund. The state enacted legislation in 1992 whereby partial responsibility of funding education was shifted to local governments, directing specified amounts of local agency property taxes be deposited into such funds to support schools.

EOY—End Of Year. The City's fiscal year runs from July 1 through June 30, while certain programs operate on a federal fiscal year, which runs from October 1 through September 30, and other programs operate on a calendar year basis (January 1 through December 31).

EXPENDITURES—Monies spent, including current operating expenses, debt service, and capital outlays.

EXPENSE—The actual spending of funds by an enterprise fund authorized by an appropriation.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC)—Insurance provided to customers of a subscribing bank, which guarantees deposits to a set limit ($250,000) per depositor.

FEES—A charge to cover the cost of services (e.g., building inspection fee, zoning fee, etc.).

FINES AND FORFEITURES—Revenues received and bail monies forfeited upon conviction of a misdemeanor, traffic, or municipal infraction.

FISCAL YEAR—The City's year for accounting and budgeting purposes, which begins on July 1 and ends on June 30.

FIXED ASSETS—A tangible item of a long-term character such as land, buildings, furniture, and other equipment with a unit cost in excess of $5,000.

FRANCHISE FEES—Fees paid to a municipality from a franchisee for "rental" or as a "toll" for the use of city streets and rights-of-way. The businesses required to pay franchise fees in El Cerrito include utilities such as gas, electricity, cable television, and solid waste collection and disposal. Telephone utilities are specifically exempted from franchise fees by State law.

FULL-TIME EQUIVALENT (FTE)—A measure signifying the full number of hours for one full year that a regular employee in that position would provide services. Thus, a regular, full time employee would equal 1.0 FTE. A half-time employee would equal 0.5 FTE.

FUND—An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created. Primary reasons for creating separate funds include allocating interest, complying with federal requirements, and maintaining separate sets of books for reporting purposes.

FUND BALANCE—The amount of financial resources available for use. Generally, this figure represents a summary of all the annual operating surpluses and deficits since the fund's inception.

FUNDING SOURCE—Identifies the source of resources for City expenditures.

FY—Fiscal Year. See description under "Fiscal Year".

GASOLINE TAX (GAS TAX, HIGHWAY USERS TAX)—18-cent per gallon tax on fuel used to propel a motor vehicle or aircraft. The use of these revenues is restricted to "research, planning, construction, improvement, maintenance, and operation of public streets and highways or public mass transit guide ways." The basic means of distribution to cities is population.

GANN LIMIT (SPENDING LIMIT)—Article XIII B of the California Constitution establishes a spending limitation on government agencies within California. The spending limit is a mandated calculation of how much the City is allowed to expend in one fiscal year. The amounts of appropriations subject to the limit are budgeted proceeds of taxes. The total of these budgeted revenues cannot exceed the total appropriations limit. Annually, local governments may increase the appropriate limit by a factor comprised of the change in population combined with the California inflation rate as determined by the State Finance Department.

GENERAL FUND—The primary fund used to account for revenues and expenditures of the City not legally restricted as to use. This Fund is used to offset the cost of the City's general operations.

GENERAL OBLIGATION BOND—A bond whose repayment is guaranteed by pledging all the assets and revenues of a government agency.

GENERAL FUND REVENUES—General sources of income the City collects and receives into the Treasury for public use (e.g., property tax). There are no restrictions as to the use of these monies - often referred to as Discretionary Revenue.

GENERAL PLAN UPDATE—The City's General Plan is a master planning document for the community. State law requires that all cities develop and update their General Plan periodically.

GOVERNANCE—The process of providing community leadership and overall direction for a City. It involves understanding the community's desires for its future, focusing those desires into an achievable vision, and establishing specific objectives and goals in order to realize that future vision. It also involves leadership in explaining City policies to the community and gathering support for City programs.

GOVERNMENT ACCOUNTING STANDARDS BOARD (GASB)—A standard-setting body, associated with the Financial Accounting Foundation, which prescribes standard accounting practices for governmental units.

GRANT—A contribution from one government unit to another, usually made for a specific purpose and time period.

INFRASTRUCTURE—Facilities on which the continuance and growth of a community depend, such as streets and roads, sewers, public buildings, parks, etc.

INTEREST RATE—The annual yield earned on an investment, expressed as a percentage.

INTERFUND TRANSFERS IN/OUT—Monies transferred from one fund to another. Such money is transferred to finance the operations of another fund or to reimburse the fund for certain expenditures/expenses.

INTEGRATED WASTE MANAGEMENT (IWM) FUND—An enterprise fund for the Integrated Qaste Management services functions, including curbside recycling collection and operation of the City's Recycling + Environmental Resource Center; supported by user fees.

LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT (LLAD)—A district encompassing the City of El Cerrito in which an assessment levied on residential and commercial property owners for the purpose of providing landscaping, street lights, and the maintenance of parks, street landscaping, and recreation facilities. The assessment is added to the property tax bill.

LICENSES AND PERMITS—Revenues in this category are charges designed to reimburse a city for costs of regulating the activities being licensed. These charges may not generate revenues in excess of costs.

MASTER FEE SCHEDULE—Fee schedule that includes all of the City's user fees, charges for services, and business license tax rates updated and adopted by the City Council on an annual basis.

MEASURE A- PARCEL TAX (2000)—Revenues, approved by the voters in 2000, for the sole and exclusive purpose of providing the funds necessary for the renovation and reconstruction of the El Cerrito Swim Center, the rehabilitation of Canyon Trail Clubhouse and the performance of access and restroom renovations to the Harding, Huber and Poinsett Park Clubhouses.

MEASURE A- SALES TAX (2008)—A retail transactions and use tax approved by the voters in 2008. Proceeds levied and imposed are accounted for and paid into a special fund designated for use for all aspects of street repair and maintenance including repair, reconstruction and sealing of City streets; repair, maintenance and reconstruction of curbs and ramps adjacent to City

streets; crosswalk and pedestrian improvements on or adjacent to City streets; other related services such as lane line, crosswalk and bicycle lane striping and other necessary pavement markings; and other such improvements as are deemed necessary by the City Council for the benefit of the residents of the City.

MEASURE J STORM DRAIN—A measure passed by El Cerrito voters in 1993 to maintain, repair, and reconstruct the City's storm drains. All properties in the City are assessed annually based on equivalent residential units. Funds are accounted for in the Measure J-Storm Drain Fund.

MEASURE C TRANSIT—Funds that are used for limited paratransit services, which augment the basic service provided by the BART/AC Transit Consortium. Any excess tax revenues over expenditures related to paratransit services are placed in the Measure C-Transit Reserve. Measure C was extended by Measure J in November 2004.

MEASURE J TRANSIT—Measure J was approved in November 2004, and provided for the continuation of Measure C, the half-cent transportation sales tax for an additional 25 years (see description under "Measure C Transit", above).

MEASURE R SALES TAX—Measure R is a half-cent, general sales tax measure for seven years that was passed in November 2010 in order to maintain the current level of services in El Cerrito during the economic recession.

MEASURE WW—An East Bay Regional Parks District bond measure passed by the voters in 2008, which included funds for cities including El Cerrito for local park and recreation projects.

MTC—Metropolitan Transportation Commission. A regional agency that coordinates transportation programs and funding in the San Francisco Bay Area. The MTC formerly provided grant money for the Paratransit Program. The responsibility for providing these services was transferred to AC Transit and BART on July 1, 1997.

MOTOR VEHICLE IN-LIEU FEES—Registered vehicle owners pay a fee to the State each year in lieu of paying property taxes for their vehicle. The fee is computed as a percent of the depreciated value of their motor vehicle. Each city and county in California receives a portion of this revenue, based on population. The State Legislature has modified the level of revenue disbursement to cities and counties in recent years.

MUNICIPAL CODE—City Council approved ordinances currently in effect. The Code defines City policy and contains the "laws" of the City.

MUNICIPAL SERVICES CORPORATION (MSC)—A nonprofit public benefit corporation formed in 1982 to benefit and support the community. Its charitable and public purposes were expanded in 2011, in accordance with Section 509(a)(3) of the Internal Revenue Code, to include "lessening the burdens of government of the City," by contributing to physical improvements, providing economic opportunity, stimulating economic development, assisting with redevelopment activities and programs, and combating community deterioration. The MSC provides grants in support of these purposes, undertakes development of its land holdings, and manages the Cerrito Theater for the benefit of the community.

NOTE—A written promise to pay a specified amount to a certain entity on demand or on a specified date.

NPDES—National Pollutant Discharge Elimination System.

OBJECTIVES—The expected results or achievements of a budget activity, which can be measured and achieved within a given time frame. Achievement of the objective advances the organization towards a corresponding goal.

OES—Office of Emergency Services.

OPERATING BUDGET—The annual appropriation of revenues and expenditures that define financial and programmatic activities.

OPERATING EXPENSES—The cost for personnel, materials and equipment required for a department to function.

ORDINANCE—A formal legislative enactment by the City Council. It has the full force and effect of law within City boundaries unless preempted by a higher form of law. An ordinance has a higher legal standing than a resolution.

PASS-THRU PAYMENTS—Payments made by the former El Cerrito Redevelopment Agency to the taxing entities affected by the Redevelopment Plan for the City of El Cerrito Redevelopment Project Area. Payments were calculated either by fiscal agreement or a statutory formula to the taxing entities from the tax increment collected by the Redevelopment Agency. Upon dissolution of the Redevelopment Agency, pass-through payments to the tax entities continue to be made by the County Auditor-Controller, calculated in the same manner, prior to disbursing Redevelopment Property Tax to the El Cerrito Redevelopment Agency Successor Agency to make payments on the former Redevelopment Agency's enforceable obligations.

PERS—Public Employees' Retirement System. The State-sponsored retirement system in which most City employees participate.

PERSONNEL EXPENDITURES—Salaries and wages paid to employees.

PROGRAM REVENUES—Revenues received by a department as a result of the services or operations of that department (such as user fees), which are used to finance the related services or programs. Program Revenue is not discretionary (general-purpose) revenue.

PROPOSED BUDGET—The working document for the fiscal year under discussion.

POST—Peace Officer Standards and Training. A State reimbursement program for Police Officer Training.

PRINCIPAL—The face value or par value of a debt instrument, or the amount of capital invested in a given security.

PROPERTY TAX—All real property and tangible personal property are subject to a property tax rate of 1% of their assessed values. Since Proposition 13 was enacted in 1978, the assessed valuation of real property in the "base year" of FY 1975-1976 may increase each year by a calculated change in the cost of living, not to exceed 2%, as long as it is held by the same owner. When there is a transfer of property ownership, or when property is newly constructed, it is reappraised at its market value. The property tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (movable property) located within the state. By definition, this ad valorem tax is based on the property value, as defined in law, rather than on a fixed amount or benefit.

PUBLIC SAFETY TAX (PROPOSITION 172)—This half-cent sales tax was authorized in 1994 by a vote of the people in California. Proposition 172 designated the tax be used to fund public safety activities such as police and fire services and facilities.

PURCHASE DATE—The date in which a security is purchased for settlement on that or a later date.

PURCHASE ORDER—Authorizes the delivery of specific goods or service and the incurrence of debt for them. **PDA**—Priority Development Area. A designation of the FOCUS Program, a development and conservation strategy for the Bay Area, led by the Association of Bay Area Governments and Metropolitan Transportation Commission. The San Pablo Avenue corridor is a PDA under the Focus Program, targeted for transit-oriented, infill development.

RAD—Residential Architectural Development.

RDA—Redevelopment Agency.

RENTS—Income derived from the rental of property.

RESERVE—An account used to record a portion of the fund balance as legally segregated for a specific use, usually at a future time.

RESOLUTION—A special order of the City Council, which has a lower legal standing than an ordinance.

RESTRICTED USE FUNDS—Funds designated for use for a specific purpose.

REVENUES—Monies received or anticipated by a local government from both tax and non-tax sources during the fiscal year.

REVENUE BONDS—A type of bond usually issued to construct facilities. The bonds are repaid from revenue produced by the operation of those facilities.

SALARY SAVINGS—That percentage or dollar amount of salaries which can be expected to be unspent during the fiscal year due to vacancies or other factors.

SALES TAX—This tax is levied on goods and services at the point-of-sale. Since the State adopted the Bradley-Burns Uniform Sales and Use Tax Law, the State has consolidated the collection of sales taxes and made uniform the rate at which goods are taxed (allowing for local voter-approved increments). The sales tax rate in Contra Costa County is currently 8.5%, of which approximately 1% is returned to El Cerrito for those sales that take place in El Cerrito. In February 2008, voters approved an additional half-cent sales and use tax dedicated to funding a comprehensive street pavement repair and maintenance program. In November 2010, voters approved an additional half-cent general sales tax measure for seven years, in order to maintain the current level of services in El Cerrito during the economic recession.

SECURED TAXES—Taxes levied on real properties in the City which are "secured" by liens on the properties.

SERAF—Supplemental Education Revenue Augmentation Fund. SERAF payments were State takeaways from redevelopment agencies of about $1.7 billion in FY 2009-10 and $400 million in FY 2010-11. El Cerrito's shares of the SERAF takeaways were about $1.7 million and $364,000, respectively.

SERVICES—Expenditures/expenses for services.

SPECIAL REVENUE FUNDS—This fund type collects revenues that are restricted by the City, State, or Federal government as to how the City might spend them.

STMP—Subregional Transportation Mitigation Program.

SUPPLIES AND OTHER CHARGES—Expenditures/expenses for supplies or other charges that ordinarily are consumed within a fiscal year and which are not included in inventories.

TAX RATE—The amount of tax levied expressed as a percentage of the value of the item being taxed.

TRAN—Tax and Revenue Anticipation Note. Notes issued in anticipation of receiving tax proceeds or other revenues at a future date.

TEA—Transportation Equity Act.

TDA—Transportation Development Act. A State program providing grants for specific transportation projects.

TOD—Transit Orientated Development.

TFCA—Transportation Fund for Clean Air.

TOT—Transient Occupancy Tax. A general tax imposed on occupants for the privilege of occupying rooms in hotels, motels, inns, or other lodging facilities for 30 days or less. The current tax rate in El Cerrito is 10%.

UNDESIGNATED FUND BALANCE—Funds which the City Council has not specifically designated for any other purpose. The City maintains an Undesignated General Fund Balance to help mitigate the effects of such unanticipated situations as the following:

a) Economic downturns
b) Loss of revenues to or imposition of additional costs by other governmental agencies
c) Errors in financial forecasting
d) Natural disasters

The full policy of the City Council is shown in this document in Appendix 4, Fiscal Policies.

USE OF MONEY AND PROPERTY—This revenue comes from the investment of temporarily idle public funds. Investing these funds is a responsible way to raise monies using a City's own resources. In making investment decisions, consideration should be given to safety, liquidity, and yield, in that order. In keeping with the need for safety, the California Government Code restricts the various instruments in which the City may invest. The City of El Cerrito has a local Investment Policy.

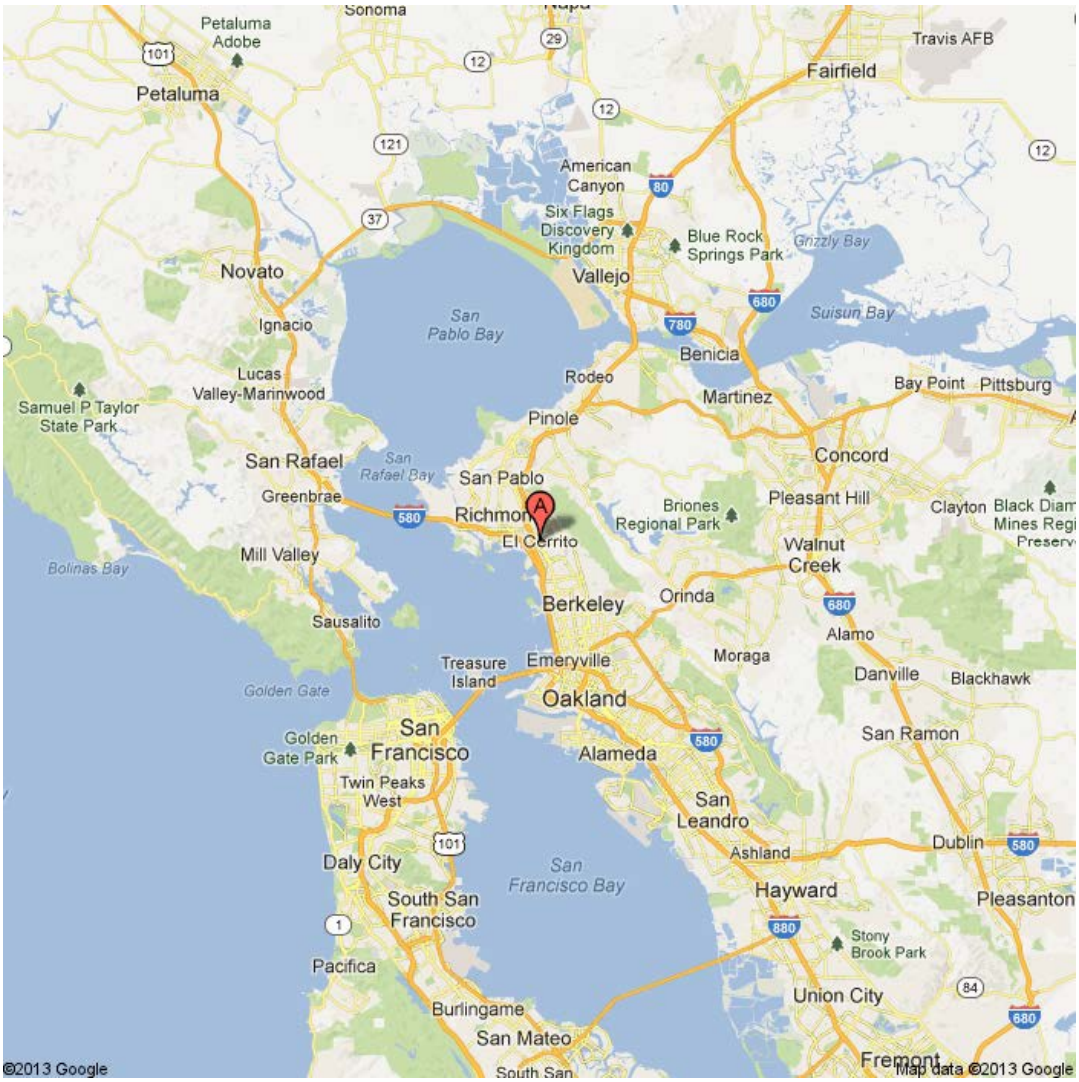
UTILITY USERS TAX—This tax is imposed on the residential and commercial consumers of utilities—electric, gas, cable television, water, and telephone services (including cellular). The City's current tax rate is 8%, and was ratified by the voters with the passage of Measure K in 2004. The tax is collected by the companies providing the service as part of their billing process.

VEHICLE ABATEMENT FUNDS—These funds are generated by assessing a fee per vehicle for all vehicles registered in the County. State legislation allowed the eighteen cities and County of Contra Costa to join together and form a Service Authority to oversee a fund to be used for the removal of abandoned, wrecked, and inoperable vehicles. Any excess of Vehicle Abatement revenues over expenditures related to this purpose is held in the Vehicle Abatement Reserve.

WCCTAC—West Contra Costa Transportation Advisory Committee.

WCCUSD—West Contra Costa Unified School District.

APPENDIX 2
DEMOGRAPHIC PROFILE



Located on the eastern shore of San Francisco Bay, El Cerrito is a 3.9-square-mile city blessed with a pleasant climate year-round. The hilly areas of El Cerrito provide spectacular views of San Francisco, the Bay and Golden Gate Bridges, and Mt. Tamalpais. El Cerrito is strategically located along Interstate 80 and is less than 30 miles from two major airports, and the Silicon Valley, Berkeley, and Sacramento are within easy reach. Its extensive transportation system includes two Bay Area Rapid Transit stations. El Cerrito's residents enjoy the 80-acre tree-lined Hillside Park open space, as well as 45 acres of parks, 18 acres of school recreational areas, and 38 acres of other amenities. These amenities include the Ohlone Greenway, a pleasantly landscaped linear park that runs along the length of the city and is popular with walkers, runners and bicyclists. El Cerrito is a well-educated community, with 70 percent of people 25 and over having attended college. Its population, estimated at 23,440, has a history of civic involvement.

CITY OF EL CERRITO
Miscellaneous Statistics

Date of Incorporation	August 1, 1917
Form of Government	Council/Manager
Climate	Coastal Mediterranean
Average annual rainfall	20.5"
Area in square miles	3.9
Population (1)	23,549
Population Ranking among California Cities (1)	274 out of 480
Elevation	73 feet above sea level
Location	37º55'3" N, 122º18'18" W
Number of housing units (2)	10,462
Housing density (2)	6,356.5/square mile
Number of registered voters (3)	12,925
Median household income (2)	$81,503
Average age of residents (2)	42.7
Facilities and services:	
Number of Full Time Employees	149
Fire protection (provided by)	City of El Cerrito
Police protection (provided by)	City of El Cerrito
Miles of paved streets	68 center line miles
Miles of off-street bicycle trails	Ohlone Greenway—2.5 miles
Banks	5
Churches	19
DMV Regional Office	1
BART Stations	2
Schools:	
Elementary schools—Public	3
Middle schools—Public	1
High schools—Public	1
Private Schools	7
Public Utilities:	
Water services (provided by)	East Bay Municipal Utility District
Wastewater services (provided by)	Stege Sanitary District
Refuse disposal (provided by)	East Bay Sanitary
Recycling Services (provided by)	City of El Cerrito
Culture and recreation (4):	
City-owned park acreage	31.6 acres
Open space facilities	99.9 acres
Other City-maintained recreational facilities	23.3 acres
School district areas	26.6 acres

Notes:

(1) Source: California Department of Finance

(2) Source: United States Census Bureau, Year 2010 Dataset

(3) Source: Contra Costa County Elections Department

(4) Source: City of El Cerrito General Plan

(5) Source: www.city-data.com

CITY OF EL CERRITO
DEMOGRAPHIC STATISTICS: PAST TEN YEARS

Calendar Year	City Population	Median Population Age	Unemployment Rate	Public School Enrollment	Contra Costa County Population	% of County Population
2003	23,550	42.7	5.0%	3,939	994,900	2.37%
2004	23,440	42.7	5.4%	3,989	1,003,900	2.33%
2005	23,398	42.7	4.8%	3,989	1,020,898	2.29%
2006	23,471	42.7	4.3%	3,989	1,029,377	2.28%
2007	23,407	42.7	3.8%	3,989	1,042,341	2.25%
2008	23,320	42.7	4.1%	3,082	1,051,674	2.22%
2009	23,461	42.7	5.5%	3,082	1,061,223	2.21%
2010	23,666	44.4	9.2%	3,076	1,072,953	2.21%
2011	23,648	43.1	10.0%	3,076	1,056,064	2.24%
2012	23,774	43.7	9.3%	3,316	1,065,117	2.23%

CITY OF EL CERRITO PRINCIPAL EMPLOYERS FY 2011-12	
West Contra Costa Unified	City of El Cerrito
US Post Office	Home Depot
Orchard Supply Hardware	Honda of El Cerrito
El Cerrito Royale	Shields Nursing Center
Prospect Sierra School	Tehiyah Day School
Lucky's	Safeway
Trader Joe's	Mira Vista Golf and Country Club
Bed Bath & Beyond	Nation's
Romano's Macaroni Grill	Fat Apple's Restaurant
Barnes and Noble	CVS Pharmacy

APPENDIX 3
EMPLOYEE BENEFIT SCHEDULE

BENEFIT	POLICE ASSOCIATION 7/1/2007 to 6/30/2017	FIREFIGHTERS' ASSOCIATION 7/1/2006 to 6/30/2017	PUBLIC SAFETY MGMT varies	GENERAL MGMT 6/30/06 to 7/1/2010	LOCAL 1021 & CONFIDENTIAL 7/1/12 to 6/30/14
Flex Benefits – Medical	Maximum of $1988.69 for family medical as of 7/1/2014	Maximum of $1988.69 for family medical as of 7/1/2014	Maximum of $1988.69 for family medical as of 7/1/2014	Maximum of $1988.69 for family medical as of 7/1/2014	Maximum of $1988.69 for family medical as of 7/1/2014
Dental	Maximum of $172.16 for family dental 1/1/2014	Maximum of $172.16 for family dental 1/1/2014	Maximum of $172.16 for family dental 1/1/2014	Maximum of $172.16 for family dental 1/1/2014	Maximum of $172.16 for family dental 1/1/2014
Life Insurance	Annual Salary (max of $100,000); rate= annual salary/1000*0.195	Annual Salary (max of $100,000); rate= annual salary/1000*0.195	Annual Salary (max of $100,000); rate= annual salary/1000*0.195	Annual Salary (max of $100,000); rate= annual salary/1000*0.195	Annual Salary (max of $100,000); rate= annual salary/1000*0.195
STD/LTD Insurance 60 day wait	Sworn: rate = monthly salary/100*$.67	Sworn: rate = monthly salary/100*$.67	Sworn: rate = monthly salary/100*$.67		
STD/LTD Insurance 30 day wait	Non-sworn: rate = annual salary/100*$.81			Rate = annual salary/100*$.81	Rate = annual salary/100*$.81
PERS Safety "*classic members*"	3% at 50, SHY, sick leave credit; ER rate =33.819% as of 7/1/14 plus 9% pick-up	3% at 50, SHY, sick leave credit; ER rate =33.819% as of 7/1/14 plus 9% pick-up	3% at 50, SHY, sick leave credit; ER rate =33.819% as of 7/1/14 plus 9% pick-up		
PERS Safety "*new members*"	2.7% at 57, 3YA, sick leave credit; ER rate =11.5% as of 1/1/13 plus 11.5% pick-up	2.7% at 57, 3YA, sick leave credit; ER rate =11.5% as of 1/1/13 plus 11.5% pick-up	2.7% at 57, 3YA, sick leave credit; ER rate =11.5% as of 1/1/13 plus 11.5% pick-up		
PERS Misc "*classic members*"	Non-Sworn 2.7% at 55, SHY, sick leave credit; ER rate=21.870% as of 7/1/14 plus 7% pick-up			2.7% at 55, 1 yr., sick leave credit; ER rate= 21.870% as of 7/1/14 plus 4% pick-up	2.7% at 55, 1 yr., sick leave credit; ER rate=21.870% as of 7/1/14 plus 5% pick-up
PERS Misc "*new members*"	Non-Sworn 2% at 62, 3YA, sick leave credit; ER rate=6.25% as of 1/1/13 plus 5.25% pick-up			2% at 62, 3YA, sick leave credit; ER rate=6.25% as of 1/1/13 plus 2.25% pick-up	2% at 62, 3YA, sick leave credit; ER rate=6.25% as of 1/1/13 plus 3.25% pick up
FICA/Medicare	Sworn - Medicare 1.45% Non-sworn - + FICA 6.2%	Medicare 1.45%	Medicare 1.45%	FICA 6.2% of first $94,200; Medicare 1.45%	FICA 6.2% of first $94,200; Medicare 1.45%
Education Pay	Sworn $210/mo AA; $290 BA		Police Management only – same as Officers		
Longevity Pay	Annually 3% - 7 to 15 yrs; 5% - 15 to 19 yrs; 7% at 20 yrs		Police Management only – same as Police Association		$1,000 annually at 15 yrs or more of service
Auto/Other		$300/mn for retiree med.	Varies- Vehicle for some	Up to $325/monthly for car	
Uniform Allowance	Sworn $1000 yr; Non-sworn $725	$725 annually	Police $1000; Fire $725		Mtnce: $200 yr for steel toed shoes and gloves
Assignment Differential	5% - detective, admin, canine, motor or school resource offcr	10% if 40hr staff officer	Fire Training Chief – 10%		
Holidays	10+birthday and 3 floaters; non-sworn -1½ more days.	12+ birthday	11½ + birthday + 3 floaters	11½+ birthday + 3 floaters	11½ +birthday+2 floaters
Administrative Leave			Maximum of 10 days	Maximum of 10 days	
Work Week	Sworn 40 hrs, 3-12 schedule; Non-sworn 37½ or 40 hrs	Standard 56 hrs average (24 hr shifts); 48/96 schedule	40 hrs, except shift Battalion Chiefs on 56 hr average	37½ hr/ either 9/75 or 8/75 for 2 weeks	37½ hrs/ either 9/75 or 8/75 for 2 weeks
Last Salary Increase	7/7/13 – Sgt 3.42%, Off/Corp .35%, Records Specialist 3.23%	7/7/13 - Capt 0%, Eng .93%, FF .37%	7/12/09 2.5%	7/12/09- 2.5%	7/7/13 – 3.25%
Next Salary Increase	7/14 – Based on CPI (2%-4%)	7/14 – Based on CPI (2%-4%)			

CITY MANAGER: Benefits same as General Management; car allowance $500/month CITY COUNCIL: Salary $441/month since 12/3/1991.

APPENDIX 4
FINANCIAL POLICIES

SUMMARY OF SIGNIFICANT ACCOUNTING AND FINANCIAL POLICIES

Reporting Entity

The City is a municipal corporation governed by an elected five-member Council. As required by GAAP, the City's financial statements present the City and its component units (entities for which the City is considered to be financially accountable). Although they are legally separate entities, blended component units are, in substance, part of the City's operations; thus, data from these units are combined with data of the primary government.

The El Cerrito Pension Board, the El Cerrito Public Financing Authority, and the El Cerrito Municipal Services Corporation serve the residents of the City consistent with their specified purposes. As public agencies, the Pension Board and Authority are governed by boards composed of the City's elected Council. As a non-governmental entity, the Corporation is governed by a separate board, which includes City Council members.

Basis of Accounting & Measurement Focus

The government-wide, proprietary funds and fiduciary funds financial statements are reported using the economic resources measurement focus and the full accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both government-wide and proprietary funds financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The City has elected not to follow subsequent private-sector guidance.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The City considers all revenues reported in the governmental funds to be available if the revenues are collected within sixty days after fiscal year-end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent that they have matured. Capital asset acquisitions are reported as expenditures in governmental funds. Proceed of long-term debt and acquisitions under capital leases are reported as other financing sources.

Non-exchange transactions, in which the City gives or receives value without directly receiving or giving equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenues from property taxes are recognized in the fiscal year for which the taxes are levied. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied. Under the terms of grant agreements, the City may fund certain programs with a combination of cost-reimbursement grants, categorical block grants, and general revenues. Thus, both restricted and unrestricted net assets

may be available to finance program expenditures/expenses. The City's policy is to first apply restricted grant resources to such programs, followed by general revenues if necessary.

Other revenues susceptible to accrual include other taxes, intergovernmental revenues, interest, and charges for services.

Comprehensive Financial Policy

The Comprehensive Financial Policy is reviewed annually by the Financial Advisory Board and is intended to provide financial direction to staff and give assurance to the City Council on the processes and procedures taken to assure financial responsibility of the City. Fundamentals of the policy have been used in the development of the budget and references are made throughout to certain provisions, such as the fund balance requirements.

City of El Cerrito
Comprehensive Financial Policy

PURPOSE:

To establish a comprehensive set of financial policies for the City that will serve as a guideline for operational and strategic decision making related to financial matters.

POLICY:

The following financial policies are intended to establish a comprehensive set of guidelines for use by the City Council and staff on decision-making that has a fiscal impact. The goal is to maintain the City's financial stability in order to be able to continually adapt to local, regional and national economic changes. Such policies will allow the City to maintain and enhance a sound fiscal condition.

This financial policy will be reviewed annually by the Financial Advisory Board and any proposed revisions will be submitted to the City Council for their approval to ensure that the policy remains current. The City's comprehensive financial policies will be utilized when preparing the Annual Operating Budget and shall be in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).

1. *OVERVIEW & LONG-TERM FINANCIAL PLANNING*

1.1. The Ten-Year Financial Plan will be prepared at a minimum for the General Fund, Capital Improvements Program and Integrated Waste Management. The City's Ten-Year Financial Plan is the long-term picture of the City's finances and will be updated annually as part of the annual budget process.

1.2. The City shall seek a balance in the overall revenue structure between more stable revenue sources (e.g. Property Tax and Utility Taxes) and economically sensitive revenue sources (e.g., Sales Tax).

1.3. The City shall develop and maintain methods for the evaluation of future development and major fiscal impacts on the City budget.

1.4. The City shall develop and implement a financial plan to address its funding needs for issues like deferred maintenance and unfunded liabilities.

1.5. The City shall address issues related to cash flow requirements and any short term borrowing requirements on a timely basis.

1.6. The City shall require any annexation agreements to have a long- term beneficial financial impact on the City.

2. *BUDGET POLICIES*

2.1. The City Manager shall prepare a proposed annual budget to be reviewed by the Financial Advisory Board and presented to the City Council within all statutorily prescribed deadlines. The City Council will adopt the budget at a public hearing by June 30 of each year.

2.2. A Budget will be adopted by Resolution of the City Council annually, which will contain the budget amendment process, budget amendment authority, and spending authorities.

All departments are responsible for meeting the City's financial policy goals and ensuring the City's long-term financial health. Budget control is maintained at the fund level. The City Manager is authorized to transfer

budgeted amounts within departments and within funds. In addition, amendments that are made to authorize spending of increased or new special purpose revenues may be approved by the City Manager. Budget modifications between funds or increases or decreases to a fund's overall budget must be approved by the City Council.

2.3. It is the City's policy to adopt a balanced General Fund budget where operating revenue is equal to, or exceeds, operating expenditures. In the event a balanced budget is not adopted, due to a deliberate reduction of accumulated fund balance or if the cause of the imbalance is expected to last for no more than one year, as with the case of a one-time settlement or large purchase, the planned use of reserves to balance the budget is permitted as long as the reserve is consistent with the amounts described in Section 3., General Fund Balance Reserve Policy.

2.4. The operating budget shall serve as the annual financial plan for the City. It shall serve as the City's management plan for implementing goals and objectives of the City Council, City Manager and departments and will define service levels.

2.5. During the annual budget development process, the existing budget shall be examined to assure removal or reduction of any services or programs that should be eliminated or reduced in cost.

2.6. The annual review process shall include an assessment to determine if funds are available to operate and maintain proposed capital facilities and other public improvements.

2.7. Any year-end operating surpluses will revert to unappropriated balances for use in maintaining reserve levels set by policy and will be available for capital projects and/or one-time expenditures upon approval of the City Council/.

2.8. Where practical, the City's annual budget will include performance measures of workload, efficiency, and effectiveness.

2.9. Revenues:

2.9.1. The City will estimate annual revenues using an objective, analytical process; specific assumptions will be documented and maintained. Budgeted revenues will be estimated conservatively using accepted standards and estimates provided by the state, other governmental agencies, and/or reliable economic forecasters when available.

2.9.2. Specific revenue sources will not be dedicated for specific purposes, unless required by law or Generally Accepted Accounting Principles (GAAP). All non-tax increment, non-restricted revenues will be deposited in the General Fund and appropriated through the budget process. On-going revenues will fund on-going expenditures.

2.9.3. A diversified and stable revenue system will be maintained to the extent possible to protect programs from short-term fluctuations in any single revenue source.

2.10. Appropriations:

2.10.1. The City shall, to the extent possible, pay for current year expenditures with current year revenues. Where authorized activities or equipment remain incomplete and/or unpurchased, revenues and/or fund balance may be carried forward at the City Manager's direction to the next fiscal year to support such an activity/purchase.

2.10.2. The City shall avoid budgetary procedures which rely on financial strategies that defer payment of current operating expenses to future years.

2.10.3. Department Heads are responsible for ensuring that department expenditures stay within the department's budgeted appropriation.

2.10.4. A City Council Resolution is necessary to increase any total fund appropriation where no corresponding revenue offset exists that is restricted for that purpose.

2.10.5. The City Manager may adjust appropriations among departments within a fund.

3. *GENERAL FUND RESERVE POLICY*

3.1. The purpose of the reserve policy is to set aside funds to insure against events that would adversely affect the financial condition of the City and jeopardize the continuation of necessary public services. The reserve is designed to provide adequate cash flow, protect bond ratings, and offset economic downturns and revenue shortfalls. The reserve is also available to provide for one-time funding in the event of an emergency situation such as a natural disaster or unanticipated liability.

3.2. It is a goal of the City to achieve a general fund annual operating reserve of 15%, with a minimum of 10%, of projected General Fund operating expenditures in each fiscal year. As part of the annual budget process, the City Council shall consider a Ten-Year Plan that attempts to maintain the minimum reserve balance of 15%. The City Council may adopt a deficit budget to deal with the uses discussed in Section 3.5 so long as the projected reserve does not go below 10% in any year of the Ten-Year Plan. Should the General Fund reserve fall below 10%, each budget year the City will adopt a plan to restore the reserve percentage to 10% within five years and 15% by the tenth year of the Ten-Year Plan.

3.3. The portion of the reserve below 10% should be utilized only for a financial emergency (as determined by the City Council), natural disaster or significant unanticipated liability. If this portion of the reserve is utilized for such an event, the Ten-Year Plan presented with the Annual Operating Budget must be developed so that the 10% base threshold is replenished within five years.

3.4. The unreserved fund balance in the Equipment Replacement Fund may be transferred to the General Fund only for a fiscal emergency where the current year revenues have decreased from the prior year or for one-time uses such as natural disasters or unforeseen liabilities.

3.5. The reserves between the 10% and 15% level are designed to be used by the City to deal with revenue fluctuations that arise as a result of changes in the economy and provide opportunities to maintain services and programs where funding may be difficult. Also, a portion of any operating reserve in excess of 10% of annual revenues resulting from the previous fiscal year's operations could be committed to capital improvement projects or used to retire existing debt, fund future liabilities or potential legislative actions, establish or replenish equipment replacement funds, and/or establish or replenish deferred maintenance funds as long as the amount is considered in the adopted Ten-Year Plan to achieve a balance of 15% within ten years.

3.6. One-time revenues will not be used to fund ongoing City programs. Any one-time revenue receipt during the fiscal year should be recognized and recorded in a "non-recurring revenue source" category. One-time revenue windfalls include: sales of City-owned real estate, CalPERS rebates, lump sum (net present value) savings from debt restructuring, litigation settlement, unexpected revenues, and other similar sources of revenue as designated by the City Council.

4. *FINANCIAL REPORTING POLICIES*

4.1. Accounting Standards:

4.1.1. The City's accounting and financial reporting systems shall be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA). The City will make every attempt to implement all changes to governmental accounting practices at the earliest practicable time.

4.2. Annual Audit:

4.2.1. An annual audit will be performed by an independent public accounting firm with an audit opinion to be included with the City's published Comprehensive Annual Financial Report (CAFR). The CAFR will be submitted

annually to the Government Finance Officers Association for peer review with the goal of continuing receipt of the Certificate of Achievement for Excellence in Financial Reporting.

4.2.2. The independent firm will be selected through a competitive bidding process at least once every five years. The contract may be for an initial period of three years with two additional one-year options at the City Council's discretion. The current firm may be allowed to participate in the bid process. The need for rotation of the audit staff or audit firm will be considered in the bid process. The Finance Director will review the qualifications of prospective firms and make a recommendation to the City Council. The audit contract will be awarded by the City Council.

5. *OPERATIONAL MANAGEMENT POLICIES*

5.1. The City shall endeavor to avoid committing to new spending for operating or capital improvement purposes until an analysis of all current and future cost implications relating to those programs and projects is completed.

5.2. All departments will participate in the responsibility of meeting policy goals and ensuring long-term financial health. Future service plans and program initiatives will be developed to reflect current policy directives, projected resources and future service requirements.

5.3. Departmental requests for increases in staffing will be thoroughly analyzed; only those that meet adopted program initiatives and policy directives will be considered. To the extent feasible, personnel cost reductions will be achieved through attrition.

5.4. User Fees and Charges and Development Impact Fees:

5.4.1. Where direct services to users can be measured, as set forth in the Master Fee Schedule, the City should use appropriate fees, charges or assessments rather than general tax funds. All user fees and charges will be examined or adjusted annually to determine the direct and indirect cost of service. User fees and charges for services shall be established at a level related to the cost of providing such service except where the City Council has determined there is a public benefit to subsidize the service with tax based revenue. The acceptable recovery rate and any associated changes to user fees and charges will be approved by the City Council following public review.

5.4.2. The City may identify the costs associated with new development as a basis for establishing development impact fees but the long-term benefit of the development to the City should be considered in establishing such fees.

5.5. Grant Management:

5.5.1. The City shall actively pursue federal, state and other grant opportunities when deemed appropriate. Before accepting any grant, the City shall thoroughly consider the implications in terms of ongoing obligations that will be required in connection with acceptance of said grant and present that report for approval by the City Council.

5.5.2. The term of Grant funded positions for programs should be clearly identified and presented to the City Council for approval. It is mandatory to disclose if General Fund revenues will be needed to fund a position during or after the Grant or program expires.

5.5.3. Grant funding will be considered to leverage City funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs. Programs financed with grant monies will be budgeted in separate cost centers, and the service program will be adjusted to reflect the level of available funding. In the event of reduced grant funding, City resources may be substituted only after all program priorities and alternatives are considered.

5.5.4. The cost of all externally mandated services for which funding is available shall be fully evaluated, including overhead, to allow for complete reimbursement of expenses.

5.6. Revenue Collection Policy:

5.6.1. The City will pursue revenue collection and auditing to assure that monies due the City are received in a timely manner.

5.6.2. The City will seek reimbursement from the appropriate agency for State and Federal mandated costs whenever possible.

5.6.3. The City will centralize accounts receivable/collection activities so that all receivables are handled consistently.

5.6.4. Accounts receivable management and diligent oversight of collections from all revenue sources are imperative. Sound financial management principles include the establishment of an allowance for doubtful accounts. Efforts shall be made to pursue the timely collection of delinquent accounts. When such accounts are deemed uncollectible, they will be written-off from the financial statements in accordance with established policies.

6. *FINANCIAL MANAGEMENT POLICIES*

6.1. Staff shall keep City Council apprised of financial opportunities available and shall develop appropriate recommendations.

6.2. All requests for City Council action shall include an analysis of the immediate and future fiscal impact of such action. No appropriation for new or expanded programs or staffing levels shall be approved without identifying the amount and source of available funds.

6.3. All externally mandated services for which funding is available shall be charged to allow for complete reimbursement of expenses including overhead.

6.4. Cash Management Investment:

6.4.1. Cash and investment programs will be maintained in accordance with California Government Code Section 53600 et seq. and the City's adopted investment policy and will ensure that proper controls and safeguards are maintained. Pursuant to the Investment Policy, the Financial Advisory Board, at least annually will review, and the City Council will affirm, a detailed investment policy.

6.4.2. Reports on the investment portfolio and cash position will be developed and presented to the Financial Advisory Board and the City Council in conformity with the California Government Code.

6.4.3. Funds will be managed in a prudent and diligent manner with emphasis on safety, liquidity, and yield, in that order.

7. *CAPITAL IMPROVEMENT PROJECT POLICIES*

7.1. A Ten-year Capital Improvement Plan will be developed and updated annually, including anticipated funding sources. Capital improvement projects are defined as infrastructure or equipment purchases or construction which result in a capitalized asset and have a useful (depreciable) life of two years or more.

7.2. Each Capital Improvement Project will identify, where applicable, current operating maintenance costs and funding streams available to repair and/or replace deteriorating infrastructure and to avoid significant unfunded liabilities.

7.3. The City will develop and implement a post-implementation evaluation of its infrastructures condition on a specified periodic basis, estimating the remaining useful life, and projecting replacement costs.

7.4. The City shall actively pursue outside funding sources for all Capital Improvement Projects. Outside funding sources, such as grants, shall be used to finance only those Capital Improvement Projects that are consistent with the Ten-year Capital Improvement Plan and/or local governmental priorities, and whose operating and maintenance costs will be included in future operating budget forecasts.

7.5. Capital improvement lifecycle costs will be coordinated with the development of the Operating Budget. Future operating, maintenance and replacement costs associated with new capital improvements will be forecasted, matched to available revenue sources, and included in the Operating Budget. Capital project contract awards will include a fiscal impact statement disclosing the expected operating impact of the project and when such cost is expected to occur.

7.6. The City must carefully seek and analyze the appropriate type of financing instrument appropriate for financing capital projects. Several options may be available – general obligation debt, fee-supported debt, fund reserves, tax increment, etc. All debt financing mechanisms shall be carefully considered and analyzed for fiscal benefit and cost effectiveness. Long-term borrowing shall be restricted to projects too large to be financed from current revenues (pay-as-you-go). Where possible, special assessment, revenue or other self-supporting bonds shall be used in lieu of general obligation bonds.

8. *DEBT MANAGEMENT POLICIES*

8.1. Issuance of Debt:

8.1.1. The City will not use long-term debt to pay for on-going operations. The use of bonds, certificates of participation or capital leases will only be considered for significant capital and infrastructure improvements.

8.1.2. New debt issues, and refinancing of existing debt, must be analyzed for compatibility within the City's overall financial planning within the Ten-Year Financial Plan. The review shall include, but not be limited to, cash flow analysis and the maintenance of the City's bond rating. Annual debt service shall not produce an adverse impact upon future operations.

8.1.3. Debt financing should not exceed the useful life of the infrastructure improvement with the average (weighted) bond maturities at or below twenty years.

8.1.4. Total debt will not exceed two percent (2%) of the total assessed value of property in the City and General Fund Debt Service will not exceed 5% of operational appropriations.

8.2. Credit Rating:

8.2.1. The City will seek to maintain and, if possible, improve its current bond rating(s) in order to minimize costs and preserve access to credit.

8.2.2. It is the City's goal to acquire an AAA/Aaa credit rating from all three major rating agencies. The City may pay the bond insurance which is considered as part of the rating, however, the rating agency will evaluate the structure of the bond to validate the bond rating. The factors that contribute to a high rating include the City's financial management practices, low debt levels, budgetary and fiscal controls, and accountability. To support this policy, the City will continue to maintain its position of full financial disclosure and proactive fiscal planning.

9. *EQUIPMENT REPLACEMENT FUND*

9.1. The City shall maintain a dedicated fund to provide for replacement of vehicles and certain equipment. Unreserved fund balance will be available for transfer to the General Fund only in the event of a fiscal emergency as described in Section 3.4.

9.2. Vehicle replacement will be accomplished through the use of an amortization methodology structure. The rates will be revised annually to ensure that charges to operating departments are sufficient for operation and replacement of vehicles and other capital equipment. Replacement costs will be based upon equipment lifecycle and anticipated inflation.

10. *ENTERPRISE FUNDS*

10.1. All Enterprise Funds user fees will be examined annually to ensure that they recover all direct and indirect costs of service, provide for capital improvements and maintenance, and maintain adequate reserves.

10.2. Rate increases shall be approved by the City Council following formal noticing and a public hearing. Rate adjustments will be based on the projected expenditures in the Ten-Year Financial plan.

City Of El Cerrito
Investment Policy

POLICY

It is the policy of the City of El Cerrito ("City"), to invest public funds in a manner which provides for safety of principal while providing sufficient liquidity to cover the City's short and long term needs while generating the appropriate yield. All investment activity will conform to the California Government Code, Sections 53601 through 53659.

In accordance with Section 53646 of the California Government Code, the Treasurer may annually render to the City Council a statement of investment policy and the policy will have been previously reviewed by the Financial Advisory Board.

SCOPE

This investment policy applies to all financial assets of the City as accounted for in the City of El Cerrito's Comprehensive Annual Financial Report. Policy statements included in this document focus on the City's pooled funds, but will also apply to all other funds under the Treasurer's control unless specifically exempted by statute or ordinance. This policy includes, but is not limited to the following funds:

- General Fund
- Enterprise Funds
- Capital Project Funds
- Debt Service Funds
- Special Revenue Funds
- Internal Service Funds
- Trust and Agency Funds
- Retirement Agency Funds
- Any new funds created by the City Council

This policy specifically exempts any City or bond proceeds in the possession of a trustee or fiscal agent. These bond proceeds shall be invested in accordance with the requirements and restrictions outlined in the bond documents. This policy does not apply to any lending program of the City.

PRUDENCE

All persons authorized to make investment decisions for the City of El Cerrito are trustees and therefore fiduciaries subject to the prudent person rule.

The standard of prudence to be used by City of El Cerrito fiduciaries is the "Prudent Investor" Standard found in the California Government Code Section 53600.3.

The fiduciaries are the City Manager, City Treasurer and City Council, acting within the intent and scope of the Investment Policy and other written procedures, and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported to the City Council in a timely manner and the fiduciaries take appropriate action to control adverse developments.

OBJECTIVE

The objective of the investment portfolio is to meet the City's short and long-term cash flow needs. To achieve this objective, the portfolio will be structured to provide, in priority order, safety of principal, liquidity and return on investment.

Safety: Safety of principal is the foremost objective of the City of El Cerrito. All investments of the City shall be undertaken in a manner that ensures the preservation of capital. Each investment transaction shall seek to ensure that capital losses are avoided, whether from issuer default, broker/dealer default, or erosion of market value. The City shall seek to preserve principal by mitigating the two types of risk: credit risk and market risk.

Credit Risk: Credit risk is the risk of loss due to failure of the issuer to repay an obligation and shall be mitigated by investing in only high quality credit investments and by diversifying the investment portfolio so that the failure of any one issuer would not unduly jeopardize the City's fiscal status.

Market Risk: Market risk is the risk of market value fluctuations due to overall changes in the general level of interest rates and shall be mitigated by structuring the portfolio so that securities mature at the same time major expenditures occur, eliminating the need to sell securities prior to their maturity. The taking of short positions, which is, selling securities the City does not own, is prohibited. It is explicitly recognized herein, however, that in a diversified portfolio, occasional measured losses are inevitable and must be considered within the context of overall investment return.

Liquidity: The City's investment portfolio will be structured to provide sufficient liquidity to meet the operating requirements of the City of El Cerrito. The City of El Cerrito will attempt to match its investments with anticipated cash flow requirements whenever possible. The maximum maturity of any one security, unless otherwise restricted by the California Government Code, is limited to five years. The portfolio's weighted average maturity shall be limited to three years.

Return on Investment: State law requires that the objective of return on investment be subordinate to the objectives of safety and liquidity. Employees should also seek the best return on investments while satisfying the concerns of safety and liquidity. Therefore, the Treasurer shall seek to achieve a return on the funds under City control throughout all economic cycles, taking into consideration the City of El Cerrito's investment risk constraints and cash flow requirements.

DELEGATION OF AUTHORITY

Pursuant to Section 53601 of the California Government Code, the City Council as the legislative body of the City of El Cerrito has primary responsibility for the investment of all funds in the City treasury. As authorized under Section 53607 of the California Government Code, the City Council hereby delegates its authority to invest or reinvest the funds of the City, and to sell or exchange securities so purchased, to the City Treasurer who shall assume full responsibility for all such transactions until such time as this delegation of authority may be revoked by the City Council. In the City Treasurer's absence the City Manager is authorized to perform any such transactions.

INVESTMENT PROCEDURES

The City Treasurer shall establish written investment policy procedures for the operation of the investment program consistent with this policy. The procedures should include reference to safekeeping, wire transfer agreements, banking service contracts and collateral/depository agreements.

ETHICS AND CONFLICT OF INTEREST

Elected officials, officers and employees of the City who make investment decisions will refrain from any activity that could conflict with the proper execution of the investment program or which could impair their ability to make impartial investment decisions. Employee actions will be in accordance with this policy, California Government Code Sections 1090 et seq, 87100 et seq., other applicable Government Code Sections or future Council actions.

AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The City of El Cerrito shall transact business only with commercial banks, savings and loans, credit unions, and investment securities broker/dealers. The broker/dealers must be primary dealers regularly reporting to the Federal Reserve Bank of New York or regional broker/dealers that qualify under the Securities and Exchange Commission Rule 15c3-1 (uniform net capital rule). Selection of financial institutions and broker/dealers authorized to do business with the City shall be at the discretion of the fiduciaries. The Treasurer will maintain a list of financial institutions authorized to provide investment services to the City.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Treasurer with audited financial statement from the three most recent years, at least three references from other California Local agencies, a completed Broker/dealer questionnaire and a statement certifying that the institution has reviewed the California Government Code Section 53600 et seq. and the City's Investment Policy. The certification will state that the financial institution or broker/dealer and all investments presented to the Treasurer will be in compliance with the applicable State Code and the City Investment Policy.

The Treasurer shall determine if the Financial Institutions are adequately capitalized, make markets in securities appropriate to the City's needs and are recommended by other local agency portfolio managers.

The Treasurer will conduct an annual review of the financial condition of all qualified institutions. Additionally, their current financial statements are required to be on file.

AUTHORIZED INVESTMENTS

The City is authorized by California Government Code Section 53600 et seq. to invest in the following types of securities:

United States Treasury Bills, Bonds, and Notes, or those for which the full faith and credit of the United States are pledged for the payment of principal and interest. There is no limitation as to the percentage of the portfolio that can be invested in this category. The maximum term shall be five years.

Obligations issued by United States Government Agencies such as, but not limited to the Federal Farm Credit Bank (FFCB), the Federal Home Loan Bank (FHLB), the Federal Home Loan Mortgage Corporation (FHLMC), the Federal National Mortgage Association (FNMA), the Student Loan Marketing Association (SLMA), the Government National Mortgage Association (GNMA) and the Tennessee Valley Authority (TVA). United States Government Agency securities with call features are also authorized. There is no limitation as to the percentage of the portfolio that can be invested in this category. The maximum term shall be five years.

Bills of exchange or time drafts drawn on and accepted by a commercial bank, otherwise known as Banker's Acceptances. Purchases in this category may not exceed 180 days to maturity nor exceed 30% of the cost value of the portfolio.

Commercial Paper of prime quality and ranked P1 by Moody's Investor Services, A1 by Standard and Poor's or F1 by Fitch Financial Services Inc., issued by a corporation organized and operating in the U.S. as a general corporation and having assets in excess of $500 million and having an "A" or better rating on its long term debt as provided by Moody's, Standard and Poor's or Fitch. Purchases of eligible commercial paper may not exceed 270 days to maturity. Purchases of commercial paper may not exceed 10 percent of the cost value of the portfolio nor represent more than 10 percent of the outstanding paper of an issuing corporation.

Total combined corporate debt (Commercial Paper and Medium Term Notes) may not exceed 20 percent of the cost value of the portfolio.

Negotiable Certificates of Deposit issued by a nationally or state-chartered bank or a state or federal savings institution or credit union. Securities eligible for purchase in this category shall be rated "A" or better by Moody's, Standard and Poor's or Fitch. Purchases of Negotiable Certificates of Deposit shall not exceed 30 percent of the cost value of the portfolio nor exceed a five-year term.

Medium Term Notes (MTNs) issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. MTNs eligible for investment in this category must be rated "A" or better by Moody's, Standard and Poor's or Fitch. Investments in this category will be limited to a five-year maximum maturity and may not exceed 10 percent of the cost value of the portfolio.

Total combined corporate debt (Commercial Paper and Medium Term Notes) may not exceed 20 percent of the cost value of the portfolio.

Shares of beneficial interest issued by diversified management companies that are Money Market Funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940. These funds must either have attained the highest rating/ranking by at least two of the three largest nationally recognized rating services. Investments in this category will not exceed 5 percent of the portfolio.

State Pool – Local Agency Investment Fund (LAIF). This fund was established by the State Treasurer for the benefit of Local agencies under California Government Code Section 16429.1. The City may invest in the LAIF up to the maximum amount permitted by State law. The maximum amount for both the City and the Redevelopment Agency has consistently been higher than the entire portfolio, but the requirement to maintain diversity prevents the entire portfolio from residing in a LAIF account. Purchase of investments will take into account the need for liquidity offered by LAIF for operational purposes, as well as the need for portfolio diversification.

Time Certificates of Deposit collateralized in accordance with the California Government Code Sections 53652 and 53653 may be purchased by the City from banks or savings and loan associations or credit unions. Purchases in this category will not exceed 5 years to maturity nor 30 percent of the cost value of the portfolio. Purchases in a single institution will not exceed 10 percent of the cost value of the portfolio.

Derivative Securities are those securities that derive their value from another asset or index. Investments in derivative securities will be made using the Prudent Investor Rule and will be limited to federal agency callable issues. Purchases in this category will not exceed 10% of the cost value of the portfolio.

Prohibited Investments. Investments not described herein are ineligible investments. The City shall not invest any funds in inverse floaters, range notes, or interest only strips that are derived from a pool of mortgages in accordance with California Government Code Section 53601.6. With the exception of callable agencies, any security that derives its value from another asset or index is prohibited. In addition, the City shall not invest any funds in any security that could result in zero interest accrual if held to maturity.

INVESTMENT POOLS/MUTUAL FUNDS

A thorough investigation of any pooled investments or money market mutual fund is required prior to investing City funds. A due diligence review will be performed on all money market mutual funds and pooled investment funds on a continued basis.

As outlined in section 8.7 of this policy, investments in mutual funds are restricted to money market mutual funds and must meet the experience and asset requirements as stated. The fiduciaries will continually monitor the funds to ensure the maintenance of those ratings/requirements.

Reports on the performance of the Pooled Money Investment Account/LAIF can be found on the California State Treasurer's web site as well as the Investment Board report, historical rates/costs and market valuations. These reports shall be reviewed by the Treasurer each month as part of the due diligence review.

COLLATERALIZATION

California Government Code, Sections 53652 et seq., specifies the types and levels of collateral for public funds on deposit above the FDIC insurance amounts. The collateral requirements apply to both active bank deposits (checking and savings accounts) and inactive bank deposits (non-negotiable certificates of deposit) and must be maintained for all the City's bank deposits

SAFEKEEPING AND CUSTODY

All securities held by the City of El Cerrito shall be held in safekeeping by a third party bank trust department acting as agent for the City under the terms of the custody agreement executed by the bank and the City, and shall be evidenced by safekeeping receipts. All securities will be received and delivered using standard delivery-versus-payment (DVP) procedures. Investments in the State Pool or money market mutual funds are undeliverable and are not subject to delivery or third party safekeeping.

DIVERSIFICATION

The City of El Cerrito will diversify its portfolio by investment type, issuer, maturity dates and broker/dealer. Limits for security types are set forth in Section 8.0 of this document.

INTERNAL CONTROLS

The City Treasurer will maintain a system of internal controls to ensure compliance with investment procedures of the City and Redevelopment Agency of the City of El Cerrito and the California Government Code and these controls will be audited annually by the City's external audit firm.

REPORTING

The Council may request that the Treasurer render a report to the City Council. The report shall include the type of investment, issuer, maturity date, par and cost/book values of all securities, investments and monies held by the City of El Cerrito. It shall also include the rate of interest, the current market value as of the report date and the source of the valuation. The report shall state compliance of the portfolio with the Investment policy as well as the California Government Code and it shall state the City's ability to meet its estimated expenditures for the next six months or provide an explanation as to why sufficient money is not available and what actions are being done to correct the deficiency.

INVESTMENT POLICY REVIEW AND ADOPTION

The City of El Cerrito's investment policy will continue to be reviewed and adopted by the City Council annually, even if not required by California Government Code 53646. Prior to the annual submission to the City Council the Investment Policy will be reviewed by the Financial Advisory Board and the Board's comments will be presented to the City Council for its consideration.

GLOSSARY

AGENCIES: Federal agency securities and/or Government sponsored enterprises.

BANKERS ACCEPTANCE (BA): A draft or bill or exchange accepted by a bank or trust company. The accepting institution, as well as the issuer, guarantees payment of the bill.

BROKER: A broker brings buyers and sellers together for a commission.

CERTIFICATE OF DEPOSIT (CD): A time deposit with a specific maturity evidenced by a certificate. Time certificates of deposit are collateralized in accordance with the State code. Large-denomination CD's are typically negotiable and non-collateralized.

COLLATERAL: Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

DEALER: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

DELIVERY-VERSUS-PAYMENT: There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt of the securities.

DERIVATIVES: (1) Financial instruments whose return profile is linked to or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) financial contracts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

FEDERAL CREDIT AGENCIES: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits, currently up to $250,000 per deposit.

FEDERAL HOME LOAN BANKS (FHLB): Government sponsored wholesale banks (currently 12 regional banks) which lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions and insurance companies. The mission of the FHLB is to liquefy the housing related assets of its members who must purchase stock in their district Bank.

FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA): FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

FEDERAL RESERVE SYSTEM: The central bank of the United States created by Congress and consisting of a seven member

Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

FIDUCIARY: An individual in whom another has placed the utmost trust and confidence to manage and protect property or money. The relationship wherein one person has an obligation to act for other's benefit.

GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA or Ginnie Mae): Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the US Government. Ginnie Mae securities are backed by the mortgages, including FHA and VA mortgages. The term "pass-throughs" is often used to describe Ginnie Maes.

ISSUER: A legal entity that has the power to issue and distribute securities. Issuers include corporations, municipalities, foreign and domestic governments and their agencies, and investment trusts.

LIQUIDITY: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

POOLED MONEY INVESTMENT FUND (LAIF): The aggregate of all funds from political subdivisions that are placed in the custody of the County or State Treasurer for investment and reinvestment. The State of California's pool is known as the Local Agency Investment Fund, or LAIF.

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

PORTFOLIO: Collection of securities and investments held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) registered securities broker-dealers, banks and a few unregulated firms.

PRUDENT PERSON RULE: An investment standard. In some states, the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state. In other states, the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

RATE OF RETURN: For fixed-rate securities, it is the coupon or contractual dividend rate divided by the purchase price which is also the current yield.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SECURITIES & EXCHANGE COMMISSION: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

SEC RULE 15C301: See Uniform Net Capital Rule.

TREASURY BILLS: A non-interest bearing discount security issued by the US Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

TREASURY BONDS: Long-term coupon-bearing US Treasury securities issued as direct obligations of the US Government and having initial maturities of more than 10 years.

TREASURY NOTES: Medium-term coupon-bearing US Treasury securities issued as direct obligations of the US Government and having initial maturities from two to 10 years.

UNIFORM NET CAPITAL RULE: Securities and Exchange Commission requirement that member firms as well as non-member broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15:1; also called *net capital rule* and *net capital ratio.* Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

YIELD: The rate of annual income return on an investment, expressed as a percentage: (a) Income Yield is obtained by dividing the current dollar income by the current market price for the security; (b) Net Yield or Yield to Maturity is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

APPENDIX 5
BOARDS AND COMMISSIONS

Boards, Commissions and Committees are appointed by and serve as advisors to the City Council. More than 50 residents serve the City on these advisory bodies and make a tremendously valuable contribution to the effective provision of responsive services to the community.

Each year, certain Boards, Commissions and Committees through their staff liaisons have made funding requests that relate to specific tasks, projects, or events. In order to provide clarity of actual expenditures as well as engage the members of the advisory bodies during the planning process, each request for funding is shown within this section. The actual expenditure will be contained within the respective staff liaison's departmental budget request.

ARTS & CULTURE COMMISSION (7 Members)
Meets 4th Monday of each month, 7:00 p.m., City Hall
Duties: Acts in an advisory capacity to the City Council in all matters pertaining to arts in the community. Makes recommendations to the Council concerning the resources and needs of the community on the subject of the arts, opportunities for participation of artists and performers in City-sponsored activities, and ways to encourage community involvement in the arts. Oversees the City's Arts in Public Places Program and makes recommendations to the Council regarding acquisition of art by the City, public art and exterior works of art installed on public property in the city. Juries exhibits for the City Hall Gallery Space. **Current members:** Ruth Cazden, Deb Danziger, George Gager, Michele Jawad, Heidi Rand, Christopher Sterba and Luis Zavala. **Staff liaison:** Suzanne Iarla (City Management).

Project/Task/Event	Amount Requested
Arts Month Events	$1,500

CITIZEN'S STREET OVERSIGHT COMMITTEE (5 Members)
Meets 4th Monday of January and September and 2nd Monday of November, City Hall
Duties: Monitors expenditures of revenue collected pursuant to ECMC Chapter 4.60, the Pothole Repair and Local Street Improvement and Maintenance Transactions and Use Tax, to determine whether such funds are expended for the purposes specified in the current Street Repair and Maintenance Expenditure Plan approved by the City Council, and issues reports on their findings to the City Council and public at least annually. **Current members:** Lynne Kessler, Al Miller, Thomas Miller, Elizabeth Ozselcuk and Matt Kelly. **Staff liaison**: Yvetteh Ortiz (Public Works).

CIVIL SERVICE COMMISSION (5 Members)
Meets on call
Duties: Hears appeals submitted by any person in City civil service relative to any disciplinary action, dismissal, demotion, or alleged violation of the Municipal Code or the personnel rules, and certifies its findings and recommendations. Holds hearings and makes recommendations on any matter of personnel administration requested by the Council or the City Manager. **Current members**: Michael Aaronian Jr., David Anderson, Eric Luttrell, Sara Parker and Jade Smith. **Staff liaison:** Karen Pinkos (City Management).

COMMITTEE ON AGING (up to 15 Members)
Meets 3rd Wednesday of each month, 3:00 p.m., City Hall
Duties: Serves as an advisory body to the City Council on matters such as quality programs, services, housing options, and facilities for seniors; accessible public transportation and paratransit services for persons unable to use public transit facilities; and support services to assist frail older adults and their families both within and outside of their homes**. Current members:** Karen Christian, Nola Veganes Chavez, Shirley Cressey, Lillian Daniels, Mark Guthrie, Kimi Honda, Janet James, Joanna Kim-Selby, Dr. Pansy Kwong, Callie Major, Kim Marlia, Gabriel Quinto, Willa Sudduth, and Vera Gibbs Winston (1 Vacancy). **Staff liaison**: Janet Bilbas (Senior Services, Recreation).

CRIME PREVENTION COMMITTEE (up to 15 Members)
Meets 2nd Wednesday of each month, 7:00 p.m., City Hall
Duties: Committee membership is open to El Cerrito residents interested in or knowledgeable of the criminal justice system. The Committee sponsors National Night Out, Neighborhood Watch, and many crime prevention related seminars, programs and events. **Current members:** Eugene Go, Linda Jolivet, Catherine Krueger, Marty Takimoto, and Nicholas Arzio (10 Vacancies). **Staff liaison:** Robert De La Campa (Police Department).

Project/Task/Event	Amount Requested
National Night Out/ Educational Seminars	$4,200

DESIGN REVIEW BOARD (5 members)
Meets 1st Wednesday of each month, 7:30 p.m., City Hall
Duties: Reviews new developments and major renovations (public or private), including all buildings, site layouts, and master sign programs in all districts, except single-family and duplex, for the purpose of encouraging quality design of such facilities. Work collaboratively with applicants to refine their projects in terms of materials, finishes and landscaping. Serves as the approving authority for necessary environmental documentation required by the California Environmental Review Act (CEQA) related to projects under their review. **Current members:** Carl Groch, Christophe Laverne, Margaret Leighly, John Thompson and Glenn Wood. **Staff liaison**: Noel Ibalio and Margaret Kavanaugh-Lynch (Community Development).

Project/Task/Event	Amount Requested
Training	$3,500

ECONOMIC DEVELOPMENT COMMITTEE (up to 15 Members)
Meets 3rd Thursday of each month, 7:30 p.m., City Hall
Duties: Advises Council and staff on economic development matters; makes recommendations on the annual economic development work plan; encourages community involvement in economic development and oversees the work of subcommittees established to concentrate on creating plans for high-priority areas. City Council Resolution 2013-66 reformed the former Economic Development Board into the Economic Development Committee to create a working group to allow for more flexibility in its mission and duties. **Current members**: Tess Taylor, Vikram Bajaj, Wendy Brawer, Mark Figone (Chamber appointee), Ann Lehman and Jean Shrem. **Staff liaison**: Melanie Mintz (Community Development).

Project/Task/Event	Amount Requested
Events and Outreach	$4,000

ENVIRONMENTAL QUALITY COMMITTEE (up to 15 Members)
Meets 2nd Tuesday of each month, 7:00 p.m., City Hall
Duties: Serves in an advisory capacity to the City Council, staff, other boards, commissions, and committees, and the residents of the City with regard to environmental quality issues within the City. Recommends programs, policies, and ordinances to the City Council, promotes and fosters public awareness, education, interest and support for environmental quality efforts, fosters volunteer opportunities, and educates El Cerrito residents regarding environmental quality and issues relating to environmental impacts. **Current Members:** Mark Miner, Howdy Goudey, Dave Weinstein, Sam Krueger, Natasha Benjamin, Ellen Spitalnik, Paloma Pavel, Renee Solari, Anh-Vu Doan and Kevin Wildenberg, Robert Schaadt (4 Vacancies). **Staff liaison:** Maria Sanders (Community Development).

Project/Task/Event	Amount Requested
Events and Outreach	$5,000

FINANCIAL ADVISORY BOARD (5 Members)
Meets 2nd Tuesday of each month, 7:00 p.m., City Hall
Duties: Reviews and makes recommendations on the proposed annual budget and long-term financial plan for the City. Conducts an annual review of the City's investment policies, and gives consideration to the managing of the City's financial reserves to assure maximum returns on approved investments. Reviews the annual audit and management letter, and provides the City Council with recommended changes in financial practices. Reviews and makes recommendations on all proposed bonds or other debt instruments to be issued by the City. **Current members**: Rich Bartke, Hale Kronenberg, Peter Vranich, Dick Patterson and Greg Crump. **Staff liaison:** Lisa Malek-Zadeh (Finance).

HUMAN RELATIONS COMMISSION (7 Members)
Meets 1st Wednesday of each month, 7:00 p.m., City Hall
Duties: Develops positive human relations through education, encouragement of greater respect, and understanding between people, their equal opportunity rights under the law, and the recognition of the racial, ethnic, religious, and cultural diversity of the El Cerrito community. Initiates educational and cultural programs, and promotes tolerance and mutual respect between all persons. Commission members are generally representative of the demographics of the City, considering race, religion, age, gender, ethnicity, and other factors. **Current members**: Makalia Aga, Patricia Durham, Georgina Edwards, Mande Glueck, Sara Parker, and Gabriel Quinto. **Staff liaison:** Karen Pinkos (City Management).

Project/Task/Event	Amount Requested
Diversity Events	$3,500

PARK AND RECREATION COMMISSION (7 Members)
Meets 4th Wednesday of each month, 7:00 p.m., City Hall
Duties: Acts in an advisory capacity on all matters pertaining to public recreation, including parks, playgrounds, landscaping, childcare, educational courses, and entertainment. Reviews and makes recommendations on the annual budget of the Recreation Department. Assists in the planning of recreation programs for the City, promotes and stimulates public interest, solicits to the fullest possible extent the cooperation of special authorities and other interested public and private

agencies, and studies present and future needs of the City with regard to park and recreation facilities. **Current members**: Manish Doshi, Leslie Goldstein, Gary Hill, Seth Kaplan, Steve Lipson, Glen Lubcke and Robin Mitchell. **Staff liaison**: Chris Jones (Recreation).

PLANNING COMMISSION (7 Members)
Meets 3rd Wednesday of each month, 7:30 p.m., City Hall
Duties: Serves as an advisory body to the City Council in matters relating to current and advance planning and the development of the built environment, including the review and stewardship of the City's long-range planning goals, policies and programs on a broad array of issues related to land use. Hears and takes action on development entitlements, and serves as the approving authority for necessary environmental documentation required by the California Environmental Review Act (CEQA) related to a project under their purview. **Current members:** Amy Coty, Carla Hansen, Mike Iswalt, Bill Kuhlman, Andrea Lucas, Lisa Motoyama, and Tim Pine. **Staff liaison**: Sean Moss and Margaret Kavanaugh-Lynch (Community Development).

Project/Task/Event	Amount Requested
Training	$3,500

TREE COMMITTEE (up to 15 Members)
Meets 2nd Monday of each month, 7:00 p.m., City Hall
Duties: Serves in an advisory capacity to the City Council, other commissions, and residents with regard to growth, maintenance, and location of trees within the city. Recommends programs, policies, and ordinances to implement and promote the City's Master Street Tree Plan and Urban Forest Management Plan along with management and maintenance efforts. Promotes and fosters public awareness, education, interest and support for urban forestry efforts, fosters volunteer opportunities for tree planting and irrigation along the City's streets and in residential front yards, and educates El Cerrito residents regarding selecting, planting and maintaining trees. **Current Members**: Cathy Bleier, Ralph Boniello, Michael Charlton, Sheauchi Cheng, Karen Christian, Janet Hittle, Steve Price and Michael Srago. **Staff liaison**: Stephen Prée (Public Works).

Project/Task/Event	Amount Requested
Conferences, Public Education & Outreach	$3,500

APPENDIX 6
DEPARTMENT LINE ITEM BUDGETS

THE CITY OF
EL CERRITO

City Council

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 46520 - Program Fees					
101-10-10 - General Fund,Administration,City Council	$4,100	$100			
Revenue Totals	**$4,100**	**$100**	**$0**	**$0**	**$0**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-10-10 - General Fund,Administration,City Council	$26,460	$26,681	$26,460	$26,460	$26,460
Account: 51150 - Special Pay					
834-10-10 - Finance Authority Debt Sv,Administration,City Council	250	250	250	250	250
Account: 51210 - PERS Contributions					
101-10-10 - General Fund,Administration,City Council	5,414	5,657	5,680	4,629	5,239
Account: 51220 - FICA/Medicare					
101-10-10 - General Fund,Administration,City Council	2,032	2,049	2,024	2,024	2,024
Account: 52110 - Collect & Admin Services					
101-10-10 - General Fund,Administration,City Council	9,858				
Account: 52190 - Miscellaneous Prof Svcs					
101-10-10 - General Fund,Administration,City Council	14,236	13,286	9,000	9,000	9,000
Account: 54210 - Telephone Expenses					
101-10-10 - General Fund,Administration,City Council	187	220	200	200	200
Account: 54220 - Mobile/Wireless Expenses					
101-10-10 - General Fund,Administration,City Council	240	120	500	500	500
Account: 54410 - Printing & Binding					
101-10-10 - General Fund,Administration,City Council	140				
Account: 54610 - Travel & Training					
101-10-10 - General Fund,Administration,City Council	6,118	10,679	5,000	5,000	5,000
Account: 54910 - Dues & Subscriptions					
101-10-10 - General Fund,Administration,City Council	13,705	6,567	10,000	8,000	10,000
Account: 54920 - Events & Field Trips					
101-10-10 - General Fund,Administration,City Council	12,688	9,029	8,500	5,000	8,500
Account: 54990 - Other Administrative Svcs					
101-10-10 - General Fund,Administration,City Council	3,600	4,000			
Account: 55110 - General Office Supplies					
101-10-10 - General Fund,Administration,City Council	510	964	1,100	1,100	1,100
Account: 55120 - Postage & Delivery					
101-10-10 - General Fund,Administration,City Council	3				
Account: 55130 - Photocopying Charges					
101-10-10 - General Fund,Administration,City Council	338	238	200	200	200
Expenditure Grand Totals:	**$95,778**	**$79,740**	**$68,914**	**$62,363**	**$68,473**

City Manager

	FY 2011-12 Actual	FY 2012-13 Actual	FY2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-10-20 - General Fund,Administration,City Manager	$386,925	$387,603	$344,473	$395,278	$395,573
221-10-20 - Grants,Administration,City Manager	0	0	42,959	0	0
501-10-20 - Integrated Waste Mgmt,AdminCity Manager	49,970	49,970	40,148	42,339	42,339
Account 51110 Totals:	436,895	437,573	427,580	437,617	437,912
Account: 51120 - Part-Time Salaries & Wage					
101-10-20 - General Fund,Administration,City Manager	194	604			
Account: 51140 - Overtime Pay					
101-10-20 - General Fund,Administration,City Manager	7				
Account: 51200 - PARS Contribution					
101-10-20 - General Fund,Administration,City Manager		7			
Account: 51210 - PERS Contributions					
101-10-20 - General Fund,Administration,City Manager	104,901	94,967	88,149	86,447	97,904
221-10-20 - Grants,Administration,City Manager	0	0	10,833	0	0
501-10-20 - Integrated Waste Mgmt,Admin,City Manager	13,420	12,067	10,183	9,260	10,479
Account 51210 Totals:	118,321	107,034	109,165	95,707	108,383
Account: 51220 - FICA/Medicare					
101-10-20 - General Fund,Administration,City Manager	23,073	22,831	24,373	25,311	25,357
221-10-20 - Grants,Administration,City Manager	0	0	3,502	0	0
501-10-20 - Integrated Waste Mgmt,Admin,City Manager	2,924	2,913	3,250	2,445	2,445
Account 51220 Totals:	25,997	25,744	31,125	27,756	27,802
Account: 51230 - Medical & Dental Benefits					
101-10-20 - General Fund,Administration,City Manager	65,345	73,381	45,910	55,013	58,713
221-10-20 - Grants,Administration,City Manager	0	0	7,854	0	0
501-10-20 - Integrated Waste Mgmt,Admin,City Manager	3,904	4,394	4,374	4,417	4,715
Account 51230 Totals:	69,249	77,775	58,138	59,430	63,428
Account: 51235 - Life & LTD Insurance					
101-10-20 - General Fund,Administration,City Manager	0	0	3,872	3,764	3,767
221-10-20 - Grants,Administration,City Manager	0	0	498	0	0
501-10-20 - Integrated Waste Mgmt,Admin,City Manager	0	0	466	393	393
Account 51235 Totals:	0	0	4,836	4,157	4,160
Account: 51237 - Allowances & Other Benefits					
101-10-20 - General Fund,Administration,City Manager	0	0	17,414	21,002	21,002
221-10-20 - Grants,Administration,City Manager	0	0	2,821	0	0
501-10-20 - Integrated Waste Mgmt,Admin,City Manager	0	0	2,334	2,443	2,443
Account 51237 Totals:	0	0	22,569	23,445	23,445
Account: 51240 - Workers Compensation Premiums					
101-10-20 - General Fund,Administration,City Manager	7,259	10,018	9,566	9,235	9,512
221-10-20 - Grants,Administration,City Manager	0	0	1,248	0	0
501-10-20 - Integrated Waste Mgmt,Admin,City Manager	755	1,043	832	710	732
Account 51240 Totals:	8,014	11,061	11,646	9,945	10,244
Account: 51990 - Salary Savings					
101-10-20 - General Fund,Administration,City Manager			-27,590		
Account: 52120 - Legal & Financial Svcs					
101-10-20 - General Fund,Administration,City Manager				50,000	
Account: 52190 - Miscellaneous Prof Svcs					
101-10-20 - General Fund,Administration,City Manager	65,787	87,359	35,000	35,000	35,000

Account: 52230 - Other Technical Services					
101-10-20 - General Fund,Administration,City Manager	40,027	51,013	20,000	20,000	20,000
Account: 52240 - Miscellaneous Services					
101-10-20 - General Fund,Administration,City Manager	1,200	1,200	15,000	15,000	15,000
Account: 54210 - Telephone Expenses					
101-10-20 - General Fund,Administration,City Manager	8,875	9,702	7,200	7,200	7,200
Account: 54220 - Mobile/Wireless Expenses					
101-10-20 - General Fund,Administration,City Manager	4,285	3,481	3,500	3,500	3,500
Account: 54230 - Internet Services					
101-10-20 - General Fund,Administration,City Manager	9,947	4,936	10,000	10,000	10,000
Account: 54310 - Legal Notices & Advertise					
101-10-20 - General Fund,Administration,City Manager	72				
Account: 54410 - Printing & Binding					
101-10-20 - General Fund,Administration,City Manager			5,000	5,000	5,000
Account: 54610 - Travel & Training					
101-10-20 - General Fund,Administration,City Manager	15,199	15,447	9,000	9,000	9,000
Account: 54910 - Dues & Subscriptions					
101-10-20 - General Fund,Administration,City Manager	5,503	6,310	4,000	4,000	4,000
Account: 54920 - Events & Field Trips					
101-10-20 - General Fund,Administration,City Manager	3,958	6,286	5,100	5,100	5,100
Account: 54990 - Other Administrative Svcs					
101-10-20 - General Fund,Administration,City Manager		3	1,000	1,000	1,000
Account: 55110 - General Office Supplies					
101-10-20 - General Fund,Administration,City Manager	489	1,438	1,000	1,000	1,000
Account: 55120 - Postage & Delivery					
101-10-20 - General Fund,Administration,City Manager	1,488	345	600	600	600
Account: 55130 - Photocopying Charges					
101-10-20 - General Fund,Administration,City Manager	429	484	500	500	500
Account: 55140 - Recognition-EE/Volunteer					
101-10-20 - General Fund,Administration,City Manager	2,719	5,334	5,100	5,100	5,100
Account: 55210 - Fuel					
101-10-20 - General Fund,Administration,City Manager	99	348			
Account: 56410 - Office Equipment <$10K					
101-10-20 - General Fund,Administration,City Manager	1,659	5,136	3,000	3,000	3,000
Expenditure Grand Totals:	**$820,412**	**$858,619**	**$762,469**	**$833,057**	**$800,374**

City Clerk

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 46520 - Program Fees					
101-10-40 - General Fund,Administration,City Clerk	$300	$1,703	$800	$1,300	$750
Account: 46523 - Passport Fees					
101-10-40 - General Fund,Administration,City Clerk	10425	17751	15000	13000	15000
Revenue Totals	**$10,725**	**$19,454**	**$15,800**	**$14,300**	**$15,750**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-10-40 - General Fund,Administration,City Clerk	$125,154	$134,959	$147,044	$139,548	$139,843
Account: 51140 - Overtime Pay					
101-10-40 - General Fund,Administration,City Clerk	7				
Account: 51210 - PERS Contributions					
101-10-40 - General Fund,Administration,City Clerk	34218	33243	37783	30519	34611
Account: 51220 - FICA/Medicare					
101-10-40 - General Fund,Administration,City Clerk	9664	10248	10394	10578	10624
Account: 51230 - Medical & Dental Benefits					
101-10-40 - General Fund,Administration,City Clerk	27608	32027	30378	31395	33496
Account: 51235 - Life & LTD Insurance					
101-10-40 - General Fund,Administration,City Clerk			1654	1371	1374
Account: 51237 - Allowances & Other Benefits					
101-10-40 - General Fund,Administration,City Clerk			3900	3900	3900
Account: 51240 - Workers Compensation Premiums					
101-10-40 - General Fund,Administration,City Clerk	3434	4740	4991	4262	4390
Account: 51990 - Salary Savings					
101-10-40 - General Fund,Administration,City Clerk		-420	-257		
Account: 52110 - Collect & Admin Services					
101-10-40 - General Fund,Administration,City Clerk	958	19579	10000	45000	8000
Account: 52230 - Other Technical Services					
101-10-40 - General Fund,Administration,City Clerk	362				
Account: 54220 - Mobile/Wireless Expenses					
101-10-40 - General Fund,Administration,City Clerk	1058	894	1100	1100	1100
Account: 54310 - Legal Notices & Advertise					
101-10-40 - General Fund,Administration,City Clerk	1468	2481	2400	2400	2500
Account: 54610 - Travel & Training					
101-10-40 - General Fund,Administration,City Clerk	4587	1729	4000	4000	4000
Account: 54910 - Dues & Subscriptions					
101-10-40 - General Fund,Administration,City Clerk	780	460	750	775	775
Account: 54990 - Other Administrative Svcs					
101-10-40 - General Fund,Administration,City Clerk	5938	6129	7100	7100	7100
Account: 55110 - General Office Supplies					
101-10-40 - General Fund,Administration,City Clerk	1148	754	2000	2000	2000
Account: 55120 - Postage & Delivery					
101-10-40 - General Fund,Administration,City Clerk	1430	1795	3000	2500	2500
Account: 55130 - Photocopying Charges					
101-10-40 - General Fund,Administration,City Clerk	1570	1546	2000	2000	2000
Account: 56410 - Office Equipment <10K					
101-10-40 - General Fund,Administration,City Clerk	1647	1940	2500	2500	2500
Expenditure Grand Totals:	**$221,031**	**$252,103**	**$270,737**	**$290,948**	**$260,713**

Human Resources Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 48120 - Contributions & Donations					
101-10-60 - General Fund,Administration,Human Resources	$120	$200			
Revenue Totals	**$120**	**$200**	**$0**	**$0**	**$0**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-10-60 - General Fund,Administration,Human Resources	173,691	169,539	169,185	170,409	171,658
Account: 51120 - Part-Time Salaries & Wage					
101-10-60 - General Fund,Administration,Human Resources		170			
Account: 51140 - Overtime Pay					
101-10-60 - General Fund,Administration,Human Resources		422	1,033	1,054	1,075
Account: 51150 - Special Pay					
101-10-60 - General Fund,Administration,Human Resources	1,000	1,000	1,000	1,000	1,000
Account: 51200 - PARS Contribution					
101-10-60 - General Fund,Administration,Human Resources		2			
Account: 51210 - PERS Contributions					
101-10-60 - General Fund,Administration,Human Resources	46,803	43,706	44,172	37,487	42,733
Account: 51220 - FICA/Medicare					
101-10-60 - General Fund,Administration,Human Resources	13,019	12,905	13,287	13,492	13,589
Account: 51230 - Medical & Dental Benefits					
101-10-60 - General Fund,Administration,Human Resources	43,659	50,825	51,529	52,026	55,539
Account: 51235 - Life & LTD Insurance					
101-10-60 - General Fund,Administration,Human Resources			1,946	1,726	1,739
Account: 51237 - Allowances & Other Benefits					
101-10-60 - General Fund,Administration,Human Resources			3,900	3,900	3,900
Account: 51240 - Workers Compensation Premiums					
101-10-60 - General Fund,Administration,Human Resources	4,580	6,320	6,655	2,842	2,927
Account: 51990 - Salary Savings					
101-10-60 - General Fund,Administration,Human Resources		-467	-28,040	-171,143	-176,009
Account: 52110 - Collect & Admin Services					
101-10-60 - General Fund,Administration,Human Resources	16,717	18,031	16,000	16,000	16,000
Account: 52190 - Miscellaneous Prof Svcs					
101-10-60 - General Fund,Administration,Human Resources	21,287	3,218	1,500	25,000	1,500
Account: 52210 - Lab & Investigative Svcs					
101-10-60 - General Fund,Administration,Human Resources	485	263			
Account: 52230 - Other Technical Services					
101-10-60 - General Fund,Administration,Human Resources	7,241	7,284	7,000	7,000	7,000
Account: 54110 - Insurance Premiums					
101-10-60 - General Fund,Administration,Human Resources	419,169	533,607	600,000	545,000	550,000
Account: 54120 - Settlements & Judgements					

101-10-60 - General Fund,Administration,Human Resources Account: 54130 - Insurance-Workers Comp	44,929	58,647	40,000	30,000	40,000
101-10-60 - General Fund,Administration,Human Resources Account: 54210 - Telephone Expenses	3,045	8,961	15,000	10,000	15,000
101-10-60 - General Fund,Administration,Human Resources Account: 54220 - Mobile/Wireless Expenses	494	572	600	600	600
101-10-60 - General Fund,Administration,Human Resources Account: 54610 - Travel & Training	985	1,064	900	900	900
101-10-60 - General Fund,Administration,Human Resources Account: 54910 - Dues & Subscriptions	1,880	1,805	2,000	2,000	2,000
101-10-60 - General Fund,Administration,Human Resources Account: 54920 - Events & Field Trips	1,360	604	1,000	1,000	1,000
101-10-60 - General Fund,Administration,Human Resources Account: 54990 - Other Administrative Svcs	3,500	2,763	4,000	4,000	4,000
101-10-60 - General Fund,Administration,Human Resources Account: 55110 - General Office Supplies	7,776	7,577	10,000	15,000	10,000
101-10-60 - General Fund,Administration,Human Resources Account: 55120 - Postage & Delivery	171	506	1,000	1,000	1,000
101-10-60 - General Fund,Administration,Human Resources Account: 55130 - Photocopying Charges	668	851	1,000	1,000	1,000
101-10-60 - General Fund,Administration,Human Resources Account: 55140 - Recognition-EE/Volunteer	955	1,002	1,000	1,000	1,000
101-10-60 - General Fund,Administration,Human Resources Account: 55290 - Other Operating Supplies	5,366	5,036	5,500	5,500	5,500
101-10-60 - General Fund,Administration,Human Resources Account: 56410 - Office Equipment <10K	18,775	19,552	15,000	10,000	17,000
101-10-60 - General Fund,Administration,Human Resources	1,795	1,376	1,000	1,000	1,000
Expenditure Grand Totals:	**$839,351**	**$957,138**	**$987,167**	**$788,793**	**$792,651**

Information Systems Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-10-70 - General Fund,Administration,Information Systems Div	$181,880	$181,880	$183,849	$191,165	$192,441
Account: 51150 - Special Pay					
101-10-70 - General Fund,Administration,Information Systems Div	600	600	600		
Account: 51210 - PERS Contributions					
101-10-70 - General Fund,Administration,Information Systems Div	50,787	47,108	47,833	41,939	47,778
Account: 51220 - FICA/Medicare					
101-10-70 - General Fund,Administration,Information Systems Div	13,057	12,998	13,473	14,084	14,182
Account: 51230 - Medical & Dental Benefits					
101-10-70 - General Fund,Administration,Information Systems Div	43,862	51,249	51,529	52,026	55,539
Account: 51235 - Life & LTD Insurance					
101-10-70 - General Fund,Administration,Information Systems Div			2,088	1,894	1,907
Account: 51237 - Allowances & Other Benefits					
101-10-70 - General Fund,Administration,Information Systems Div			3,900	4,500	4,500
Account: 51240 - Workers Compensation Premiums					
101-10-70 - General Fund,Administration,Information Systems Div	4,580	6,320	6,655	5,683	5,854
Account: 51990 - Salary Savings					
101-10-70 - General Fund,Administration,Information Systems Div		-637	-722		
Account: 52110 - Collect & Admin Services					
101-10-70 - General Fund,Administration,Information Systems Div	11,262	11,946	16,000	16,500	17,000
Account: 52230 - Other Technical Services					
101-10-70 - General Fund,Administration,Information Systems Div	19,084	19,651	26,000	20,000	27,000
Account: 53110 - Utilities					
101-10-70 - General Fund,Administration,Information Systems Div		128			
Account: 53230 - Building Maint Services					
101-10-70 - General Fund,Administration,Information Systems Div		632			
Account: 53250 - Vehicle & Equip Maint Svc					
101-10-70 - General Fund,Administration,Information Systems Div		194	800	800	800
Account: 53290 - Miscellaneous R&M Svcs					
101-10-70 - General Fund,Administration,Information Systems Div	922	795	4,000	4,000	4,000
Account: 54220 - Mobile/Wireless Expenses					
101-10-70 - General Fund,Administration,Information Systems Div	1,793	1,606	3,000	3,000	3,300
Account: 54230 - Internet Services					
101-10-70 - General Fund,Administration,Information Systems Div	3,154	2,388	4,800	5,000	5,000
Account: 54610 - Travel & Training					
101-10-70 - General Fund,Administration,Information Systems Div		1,561	3,000	3,150	3,300
Account: 55110 - General Office Supplies					

101-10-70 - General Fund,Administration,Information Systems Div Account: 55120 - Postage & Delivery	317	334	1,000	1,000	1,000
101-10-70 - General Fund,Administration,Information Systems Div Account: 55130 - Photocopying Charges	22		100	100	100
101-10-70 - General Fund,Administration,Information Systems Div Account: 55210 - Fuel	176	163	200	200	200
101-10-70 - General Fund,Administration,Information Systems Div Account: 55290 - Other Operating Supplies	305	426	300	300	300
101-10-70 - General Fund,Administration,Information Systems Div Account: 56410 - Office Equipment <10K		263	500	500	500
101-10-70 - General Fund,Administration,Information Systems Div Account: 56420 - Office Equipment >10K	19,353	19,092	29,500	30,500	31,000
101-10-70 - General Fund,Administration,Information Systems Div		699			
Expenditure Grand Totals:	**$351,155**	**$359,397**	**$398,405**	**$396,341**	**$415,701**

Community Development - Planning

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 45440 - State Grant-Operating					
101-40-30 - General Fund,Community Development,Planning		$30,867			
Account: 45450 - State Grant-Capital					
221-40-30 - Grants,Community Development,Planning			$191,498	$126,498	
Account: 46010 - Plan Check Fees					
101-40-30 - General Fund,Community Development,Planning	53,963	85,691	100,000	100,000	175,000
Account: 46190 - Other Planning/Insp Fees					
101-40-30 - General Fund,Community Development,Planning		3,304			
Account: 46520 - Program Fees					
101-40-30 - General Fund,Community Development,Planning	69,597	81,779	250,000	150,000	175,000
Account: 48990 - Other Misc Revenue					
101-40-30 - General Fund,Community Development,Planning	0	1,000	1,000	7,000	1,000
Revenue Totals	**$123,560**	**$202,641**	**$542,498**	**$383,498**	**$351,000**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-40-30 - General Fund,Community Development,Planning	277,977	250,208	250,859	283,696	284,169
221-40-30 - Grants,Community Development,Planning			16,499		
Account 51110 Totals:	277,977	250,208	267,358	283,696	284,169
Account: 51120 - Part-Time Salaries & Wage					
101-40-30 - General Fund,Community Development,Planning		4,171			
Account: 51210 - PERS Contributions					
101-40-30 - General Fund,Community Development,Planning	74,491	54,905	64,231	62,044	70,332
221-40-30 - Grants,Community Development,Planning			4,210		
Account 51210 Totals:	74,491	54,905	68,441	62,044	70,332
Account: 51220 - FICA/Medicare					
101-40-30 - General Fund,Community Development,Planning	21,388	18,183	20,194	22,748	23,346
221-40-30 - Grants,Community Development,Planning			1,405		
Account 51220 Totals:	21,388	18,183	21,599	22,748	23,346
Account: 51230 - Medical & Dental Benefits					
101-40-30 - General Fund,Community Development,Planning	46,916	47,890	54,207	66,183	77,827
221-40-30 - Grants,Community Development,Planning			1,503		
Account 51230 Totals:	46,916	47,890	55,710	66,183	77,827
Account: 51235 - Life & LTD Insurance					
101-40-30 - General Fund,Community Development,Planning			2,910	2,905	2,910
221-40-30 - Grants,Community Development,Planning			191		
Account 51235 Totals:			3,101	2,905	2,910
Account: 51237 - Allowances & Other Benefits					
101-40-30 - General Fund,Community Development,Planning			10,140	11,411	11,411
221-40-30 - Grants,Community Development,Planning			585		
Account 51237 Totals:			10,725	11,411	11,411
Account: 51240 - Workers Compensation Premiums					
101-40-30 - General Fund,Community Development,Planning	6,870	9,481	10,315	9,860	10,156
221-40-30 - Grants,Community Development,Planning			499		

Account 51240 Totals:	6,870	9,481	10,814	9,860	10,156
Account: 51990 - Salary Savings					
101-40-30 - General Fund,Community Development,Planning			-268		
Account: 52130 - Architect/Engineering Svc					
101-40-30 - General Fund,Community Development,Planning			10,000	10,000	10,000
Account: 52190 - Miscellaneous Prof Svcs					
101-40-30 - General Fund,Community Development,Planning	16,500	37,533	20,000	20,000	20,000
221-40-30 - Grants,Community Development,Planning	0	0	165,000	100,000	
301-40-30 - Capital Improvement Fund,Planning	4,305	73,563	422,000		
Account 52190 Totals:	20,805	111,096	607,000	120,000	20,000
Account: 52230 - Other Technical Services					
101-40-30 - General Fund,Community Development,Planning	2,800	3,000	500	3,000	500
Account: 52240 - Miscellaneous Services					
101-40-30 - General Fund,Community Development,Planning	3,833	4,192	3,500	2,500	3,500
Account: 54210 - Telephone Expenses					
101-40-30 - General Fund,Community Development,Planning	972	969	1,000	1,000	1,000
Account: 54220 - Mobile/Wireless Expenses					
101-40-30 - General Fund,Community Development,Planning	2,160	1,980	2,000	2,000	2,000
Account: 54310 - Legal Notices & Advertise					
101-40-30 - General Fund,Community Development,Planning	1,701	3,975	3,000	3,000	3,000
Account: 54410 - Printing & Binding					
101-40-30 - General Fund,Community Development,Planning		1,000	1,000	1,000	1,000
221-40-30 - Grants,Community Development,Planning			26,498	26,498	
Account 54410 Totals:		1,000	27,498	27,498	1,000
Account: 54610 - Travel & Training					
101-40-30 - General Fund,Community Development,Planning	8,332	14,262	9,000	9,000	9,000
Account: 54910 - Dues & Subscriptions					
101-40-30 - General Fund,Community Development,Planning	1,270	1,575	1,500	1,500	1,500
Account: 54920 - Events & Field Trips					
101-40-30 - General Fund,Community Development,Planning	675	4,885	2,500	1,500	2,500
Account: 55110 - General Office Supplies					
101-40-30 - General Fund,Community Development,Planning	180	195	500	500	500
Account: 55120 - Postage & Delivery					
101-40-30 - General Fund,Community Development,Planning	1,035	1,429	3,000	3,000	3,000
Account: 55130 - Photocopying Charges					
101-40-30 - General Fund,Community Development,Planning	5,322	5,052	4,000	4,000	4,000
Account: 56410 - Office Equipment <10K					
101-40-30 - General Fund,Community Development,Planning	452	2,529	3,000	3,000	3,000
Account: 56710 - Other Equipment <10K					
101-40-30 - General Fund,Community Development,Planning	3,839	262			
Expenditure Grand Totals:	**$481,020**	**$541,238**	**$1,115,478**	**$650,345**	**$544,651**

Community Development - Building

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 40910 - Construction Tax					
101-40-40 - General Fund,Community Development,Building	$414	$205	$4,900	$1,000	$1,000
Account: 42210 - Building Permits					
101-40-40 - General Fund,Community Development,Building	462,531	445,380	522,000	450,000	500,000
Account: 42220 - Building Issuance Fee					
101-40-40 - General Fund,Community Development,Building	32,434	40,968	45,000	45,000	50,000
Account: 42230 - Electrical Permits					
101-40-40 - General Fund,Community Development,Building	12,567	15,814	16,000	16,000	20,000
Account: 42240 - Mechanical Permits					
101-40-40 - General Fund,Community Development,Building	5,846	8,350	12,000	10,000	12,000
Account: 42260 - Plumbing Permits					
101-40-40 - General Fund,Community Development,Building	4,898	6,192	11,000	10,000	11,000
Account: 45790 - Other Local Reimbursement					
101-40-40 - General Fund,Community Development,Building	166	226			
Account: 46010 - Plan Check Fees					
101-40-40 - General Fund,Community Development,Building	276,181	295,662	270,000	325,000	345,000
Account: 46040 - Rental Inspection Fees					
101-40-40 - General Fund,Community Development,Building	19,940	20,256	237,634	23,000	
Account: 46190 - Other Planning/Insp Fees					
101-40-40 - General Fund,Community Development,Building	50,886	47,864	56,100	65,000	70,000
Account: 46520 - Program Fees					
101-40-40 - General Fund,Community Development,Building	5,900	7,338	2,550	2,550	2,550
Account: 46920 - Document Imaging Fee					
101-40-40 - General Fund,Community Development,Building	24,404	17,846	35,700	25,000	35,700
Revenue Totals	**$896,167**	**$906,100**	**$1,212,884**	**$972,550**	**$1,047,250**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-40-40 - General Fund,Community Development,Building	400,642	313,831	455,896	481,301	487,166
221-40-40 - Grants,Community Development,Building			16,499		
Account 51110 Totals:	400,642	313,831	472,395	481,301	487,166
Account: 51120 - Part-Time Salaries & Wage					
101-40-40 - General Fund,Community Development,Building	45,101	59,063	32,269	29,853	30,450
Account: 51140 - Overtime Pay					
101-40-40 - General Fund,Community Development,Building		72	1,053	1,074	1,096
Account: 51200 - PARS Contribution					
101-40-40 - General Fund,Community Development,Building				388	396
Account: 51210 - PERS Contributions					
101-40-40 - General Fund,Community Development,Building	117,540	98,141	128,331	111,789	128,110
221-40-40 - Grants,Community Development,Building			4,210		
Account 51210 Totals:	117,540	98,141	132,541	111,789	128,110
Account: 51220 - FICA/Medicare					
101-40-40 - General Fund,Community Development,Building	33,257	28,465	38,782	40,394	40,940
221-40-40 - Grants,Community Development,Building			1,405		
Account 51220 Totals:	33,257	28,465	40,187	40,394	40,940

Account: 51230 - Medical & Dental Benefits					
101-40-40 - General Fund,Community Development,Building	92,536	71,236	101,297	109,248	116,600
221-40-40 - Grants,Community Development,Building			1,503		
Account 51230 Totals:	92,536	71,236	102,800	109,248	116,600
Account: 51235 - Life & LTD Insurance					
101-40-40 - General Fund,Community Development,Building			5,657	4,922	4,982
221-40-40 - Grants,Community Development,-Building			191		
Account 51235 Totals:			5,848	4,922	4,982
Account: 51237 - Allowances & Other Benefits					
101-40-40 - General Fund,Community Development,Building			6,240	6,825	6,825
221-40-40 - Grants,Community Development,Building			585		
Account 51237 Totals:			6,825	6,825	6,825
Account: 51240 - Workers Compensation Premiums					
101-40-40 - General Fund,Community Development,Building	16,029	22,121	20,297	20,601	21,219
221-40-40 - Grants,Community Development,Building			499		
Account 51240 Totals:	16,029	22,121	20,796	20,601	21,219
Account: 51990 - Salary Savings					
101-40-40 - General Fund,Community Development,Building		(3,423)	(164,636)		
Account: 52120 - Legal & Financial Svcs					
101-40-40 - General Fund,Community Development,Building			500	500	500
Account: 52130 - Architect/Engineering Svc					
101-40-40 - General Fund,Community Development,Building	11,970	4,138	8,000	20,000	25,000
Account: 52190 - Miscellaneous Prof Svcs					
101-40-40 - General Fund,Community Development,Building	14,707	154,223	260,000	15,000	15,000
Account: 52230 - Other Technical Services					
101-40-40 - General Fund,Community Development,Building	3,779	8,508	10,000	10,000	10,000
Account: 52240 - Miscellaneous Services					
101-40-40 - General Fund,Community Development,Building	3,889	10,123	10,000	10,000	10,000
Account: 53230 - Building Maint Services					
101-40-40 - General Fund,Community Development,Building	1,008	1,430	3,000	2,500	3,000
Account: 53250 - Vehicle & Equip Maint Svc					
101-40-40 - General Fund,Community Development,Building	2,540	609	2,500	2,500	2,500
Account: 53330 - Vehic Replcmt Rental Chrg					
101-40-40 - General Fund,Community Development,Building	10,000		4,000		4,000
Account: 54210 - Telephone Expenses					
101-40-40 - General Fund,Community Development,Building	1,742	1,947	1,800	1,800	1,800
Account: 54220 - Mobile/Wireless Expenses					
101-40-40 - General Fund,Community Development,Building	6,179	2,909	4,200	4,200	4,200
Account: 54410 - Printing & Binding					
101-40-40 - General Fund,Community Development,Building	1,229	476	1,000	1,000	1,000
Account: 54610 - Travel & Training					
101-40-40 - General Fund,Community Development,Building	9,822	1,985	9,000	7,500	9,000
Account: 54910 - Dues & Subscriptions					
101-40-40 - General Fund,Community Development,Building	400	412	1,000	1,000	1,000
Account: 55110 - General Office Supplies					
101-40-40 - General Fund,Community Development,Building	474	1,251	1,500	1,500	1,500
Account: 55120 - Postage & Delivery					
101-40-40 - General Fund,Community Development,Building	1,257	2,145	1,000	1,000	1,000
Account: 55130 - Photocopying Charges					
101-40-40 - General Fund,Community Development,Building	1,883	2,658	1,500	2,000	1,500
Account: 55210 - Fuel					
101-40-40 - General Fund,Community Development,Building	3,041	3,132	2,500	2,500	2,500
Account: 55240 - Clothing & Uniform Supply					

101-40-40 - General Fund,Community Development,Building	141	130	500	500	500
Account: 55290 - Other Operating Supplies					
101-40-40 - General Fund,Community Development,Building			500	500	500
Account: 55520 - Building Supplies					
101-40-40 - General Fund,Community Development,Building		8			
Account: 56410 - Office Equipment <$10K					
101-40-40 - General Fund,Community Development,Building	2,396	438	2,500	2,500	2,500
Account: 56710 - Other Equipment <$10K					
101-40-40 - General Fund,Community Development,Building	158		200	200	200
Expenditure Grand Totals:	**$781,720**	**$786,028**	**$975,278**	**$893,095**	**$934,984**

Community Development - Economic Development/Housing

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 40010 - Property Tax-Cur Secured					
780-60-20 - Successor Agency to RDA,Economic Development,Economic Development	$1,949,250	$3,502,901			
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	2,138,518				
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	534,629				
Account 40010 Totals:	4,622,397	3,502,901			
Account: 40020 - Property Tax-Supplemental					
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	3,440				
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	860				
Account 40020 Totals:	4,300				
Account: 40030 - Property Tax-Unitary					
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	26,668				
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	6,667				
Account 40030 Totals:	33,335				
Account: 44010 - Interest Income					
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	1,612	530	1,000	500	500
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	306	149			
780-60-20 - Successor Agency to RDA,Economic Development,Economic Development	229	946			
804-60-20 - Agency Debt Service Fund,Economic Development,Economic Development	2				
814-60-20 - RDA '04 Bond-Debt Servc,Economic Development,Economic Development	2				
Account 44010 Totals:	2,150	1,625	1,000	500	500
Account: 44020 - Realized Gains/Losses					
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	83,202				
Account: 44210 - Property Leases					
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	63,546	123,130	120,000	97,375	99,809
Account: 45440 - State Grant-Operating					
101-40-10 - General Fund,Community Development, Comm Dev-Econ Developmt			28,000	15,500	35,000
Account: 45450 - State Grant-Capital					
231-40-10 - City Housing Trust Fund,Community Development,Comm Dev-Econ Developmt			2,860,000		
Account: 46520 - Program Fees					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt	-12			65,000	
101-60-20 - General Fund,Economic Development,Economic Development		307,000			
Account 46520 Totals:	-12	307,000		65,000	
Account: 48130 - Developer Contributions					
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	2,200,000			50,000	50,000
Account: 48990 - Other Misc Revenue					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt	40	2	40,000	55,000	55,000

101-60-20 - General Fund,Economic Development,Economic Development		1,017			
232-40-10 - City LMI Housing Fund,Community Development,Comm Dev-Econ Developmt				75,284	250,000
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development		1,000			
Account 48990 Totals:	40	2,019	40,000	130,284	305,000
Account: 49990 101 - Operating Xfer In-GEN					
221-40-10 - Grants,Community Development,Comm Dev-Econ Developmt			598,957		
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	1,820,000				
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	2,130,000				
Account 49990 101 Totals:	3,950,000		598,957		
Account: 49990 221 - Operating XferIN-GRANTS					
101-40-10 - General Fund,Community Development, Comm Dev-Econ Developmt				35,000	
Account: 49990 801 - Operating Xfer In-RDA					
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	1,031,340				
804-60-20 - Agency Debt Service Fund,Economic Development,Economic Development	69,344				
814-60-20 - RDA '04 Bond-Debt Servc,Economic Development,Economic Development	224,159				
Account 49990 801 Totals:	1,324,842				
Account: 49990 802 - Operating Xfer In-HSG					
804-60-20 - Agency Debt Service Fund,Economic Development,Economic Development	38,073				
814-60-20 - RDA '04 Bond-Debt Servc,Economic Development,Economic Development	101,532				
Account 49990 802 Totals:	139,605				
Revenue Totals	**$12,423,407**	**$3,936,676**	**$3,647,957**	**$393,659**	**$490,309**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt	$40,189		$41,280	$185,729	$185,729
101-60-20 - General Fund,Economic Development,Economic Development	79,131	191,013			
221-40-10 - Grants,Community Development, Econ Developmt			185,726		
232-40-10 - City LMI Housing Fund, Econ Developmt			54,109	56,274	56,274
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	27,055	56,190			
801-40-10 - Redevelopment Agency,Community Development,Comm Dev-Econ Developmt	51,045				
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	63,228				
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	27,452				
Account 51110 Totals:	288,099	247,203	281,115	242,003	242,003
Account: 51140 - Overtime Pay					
101-60-20 - General Fund,Economic Development,Economic Development		8			
Account: 51210 - PERS Contributions					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt	1,642		10,523	40,619	45,968
101-60-20 - General Fund,Economic Development,Economic Development	21,961	46,844			
221-40-10 - Grants,Community Development , -Econ Developmt			47,363		

232-40-10 - City LMI Housing Fund, -Econ Developmt			13,765	12,307	13,928
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	7,479	13,517			
801-40-10 - Redevelopment Agency,Community Development,Comm Dev-Econ Developmt	13,453				
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	16,648				
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	7,523				
Account 51210 Totals:	68,706	60,362	71,651	52,926	59,896
Account: 51220 - FICA/Medicare					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt	2,214		3,307	14,461	14,461
101-60-20 - General Fund,Economic Development,Economic Development	6,305	14,765			
221-40-10 - Grants,Community Development, Econ Developmt			14,805		
232-40-10 - City LMI Housing Fund,Econ Developmt			4,969	5,005	5,196
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	2,139	4,318			
801-40-10 - Redevelopment Agency,Community Development,Comm Dev-Econ Developmt	4,035				
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	4,607				
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	2,171				
Account 51220 Totals:	21,472	19,083	23,081	19,466	19,657
Account: 51230 - Medical & Dental Benefits					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt	192		5,011	40,421	43,141
101-60-20 - General Fund,Economic Development,Economic Development	16,446	41,949			
221-40-10 - Grants,Community Development, Econ Developmt			43,658		
232-40-10 - City LMI Housing Fund,Econ Developmt			10,700	8,396	10,961
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	5,856	12,417			
801-40-10 - Redevelopment Agency,Community Development,Comm Dev-Econ Developmt	13,083				
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	7,159				
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	5,072				
Account 51230 Totals:	47,808	54,366	59,369	48,817	54,102
Account: 51235 - Life & LTD Insurance					
101-40-10 - General Fund,Community Development Econ Developmt			479	1,902	1,902
221-40-10 - Grants,Community Development, Comm Dev-Econ Developmt			2,154		
232-40-10 - City LMI Housing Fund,Community Development,Comm Dev-Econ Developmt			628	576	576
Account 51235 Totals:			3,261	2,478	2,478
Account: 51237 - Allowances & Other Benefits					
101-40-10 - General Fund,Community Development, Comm Dev-Econ Developmt			1,950	6,750	6,750
221-40-10 - Grants,Community Development, Comm Dev-Econ Developmt			7,800		
232-40-10 - City LMI Housing Fund,Community Development, Comm Dev-Econ Developmt			2,340	2,434	2,434
Account 51237 Totals:			12,090	9,184	9,184
Account: 51240 - Workers Compensation Premiums					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt	2,290		1,664	2,842	2,927
101-60-20 - General Fund,Economic Development,Economic Development	1,529	6,320			
221-40-10 - Grants,Community Development,			6,655		

Comm Dev-Econ Developmt					
232-40-10 - City LMI Housing Fund,Community Development, Comm Dev-Econ Developmt			3,327	2,216	2,283
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	764	3,160			
801-40-10 - Redevelopment Agency,Community Development,Comm Dev-Econ Developmt	1,526				
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	1,526				
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	1,526				
Account 51240 Totals:	9,161	9,480	11,646	5,058	5,210
Account: 51990 - Salary Savings					
101-40-10 - General Fund,Community Development, Comm Dev-Econ Developmt				-139,404	-143,569
Account: 52110 - Collect & Admin Services					
230-60-20 - Municipal Services Corp,Economic Development, Economic Development			5,000	3,000	3,000
Account: 52120 - Legal & Financial Svcs					
101-60-20 - General Fund,Economic Development,Economic Development		31,836			
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	28,917	797,549	95,000	20,000	20,000
232-40-10 - City LMI Housing Fund,Community Development, Comm Dev-Econ Developmt			36,000	10,000	40,000
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	3,458	4,763			
780-60-20 - Successor Agency to RDA,Economic Development,Economic Development	250,000	17,132			
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	7,784				
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	2,908				
Account 52120 Totals:	293,067	851,280	131,000	30,000	60,000
Account: 52130 - Architect/Engineering Svc					
101-40-10 - General Fund,Community Development, Comm Dev-Econ Developmt				20,000	20,000
221-40-10 - Grants,Community Development, Comm Dev-Econ Developmt			20,000		
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	7,975	5,287			
Account 52130 Totals:	7,975	5,287	20,000	20,000	20,000
Account: 52140 - Appraisal/Aquisition Svcs					
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	2,646				
Account: 52190 - Miscellaneous Prof Svcs					
101-40-10 - General Fund,Community Development, Comm Dev-Econ Developmt				95,000	95,000
101-60-20 - General Fund,Economic Development,Economic Development		1,797			
221-40-10 - Grants,Community Development, Comm Dev-Econ Developmt			97,125		
230-40-10 - Municipal Services Corp,Community Development,Comm Dev-Econ Developmt	3,900				
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	108	29,490	15,000	40,000	
Account 52190 Totals:	4,008	31,287	112,125	135,000	95,000
Account: 52230 - Other Technical Services					
101-40-10 - General Fund,Community Development, Comm Dev-Econ Developmt				7,500	10,000
221-40-10 - Grants,Community Development, Comm Dev-Econ Developmt			10,000		
230-60-20 - Municipal Services Corp,Economic	33,849		15,000		

Development,Economic Development					
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	34				
Account 52230 Totals:	33,883		25,000	7,500	10,000
Account: 52240 - Miscellaneous Services					
101-60-20 - General Fund,Economic Development,Economic Development		1,200			
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	1,200	1,850			
Account 52240 Totals:	1,200	3,050			
Account: 53110 - Utilities					
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	21		1,000	1,000	1,000
232-40-10 - City LMI Housing Fund,Community Development,Comm Dev-Econ Developmt			4,980	5,200	5,300
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	3,696	4,575			
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	1,637				
Account 53110 Totals:	5,354	4,575	5,980	6,200	6,300
Account: 53230 - Building Maint Services					
230-40-10 - Municipal Services Corp,Community Development,Comm Dev-Econ Developmt	16,736				
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	10,181	19,448	25,000	25,000	25,000
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	86				
Account 53230 Totals:	27,003	19,448	25,000	25,000	25,000
Account: 53240 - Landscape/Park Maint Svcs					
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	1,715	228	2,000	5,000	5,000
Account: 53990 - Other Property Services					
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	1,935	70,014	50,000	81,600	83,232
232-40-10 - City LMI Housing Fund,Community Development,Comm Dev-Econ Developmt			5,500	4,500	4,500
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development		3,481			
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	13,433				
Account 53990 Totals:	15,368	73,495	55,500	86,100	87,732
Account: 54210 - Telephone Expenses					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt	480	347		500	500
101-60-20 - General Fund,Economic Development, Economic Development		397			
221-40-10 - Grants,Community Development, Comm Dev-Econ Developmt			500		
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	221				
232-40-10 - City LMI Housing Fund,Community Development,Comm Dev-Econ Developmt			500	500	500
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	360	360			
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	180				
Account 54210 Totals:	1,241	1,104	1,000	1,000	1,000
Account: 54220 - Mobile/Wireless Expenses					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt	351			2,000	2,000
101-60-20 - General Fund,Economic Development,Economic Development		1,440			
221-40-10 - Grants,Community Development,Comm Dev-Econ Developmt			2,000		
230-40-10 - Municipal Services Corp,Community Development,Comm Dev-Econ Developmt	360				

230-60-20 - Municipal Services Corp,Economic Development,Economic Development	1,172				
232-40-10 - City LMI Housing Fund,Community Development,Comm Dev-Econ Developmt			720	720	720
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	180	360			
Account 54220 Totals:	2,063	1,800	2,720	2,720	2,720
Account: 54230 - Internet Services					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt				2,000	2,000
221-40-10 - Grants,Community Development,Comm Dev-Econ Developmt			5,000		
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	1,019	1,793			
Account 54230 Totals:	1,019	1,793	5,000	2,000	2,000
Account: 54310 - Legal Notices & Advertise					
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	2,975				
232-40-10 - City LMI Housing Fund,Community Development,Comm Dev-Econ Developmt			300	500	300
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	35	50			
Account 54310 Totals:	3,010	50	300	500	300
Account: 54410 - Printing & Binding					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt				1,500	1,500
101-60-20 - General Fund,Economic Development,Economic Development		38			
221-40-10 - Grants,Community Development,Comm Dev-Econ Developmt			5,000		
230-40-10 - Municipal Services Corp,Community Development,Comm Dev-Econ Developmt	2,976				
230-60-20 - Municipal Services Corp,Economic Development,Economic Development		2,627			
Account 54410 Totals:	2,976	2,665	5,000	1,500	1,500
Account: 54610 - Travel & Training					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt				7,500	10,000
101-60-20 - General Fund,Economic Development,Economic Development		6,429			
221-40-10 - Grants,Community Development,Comm Dev-Econ Developmt			12,000		
230-40-10 - Municipal Services Corp,Community Development,Comm Dev-Econ Developmt	2,935	1,000			
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	21,105				
232-40-10 - City LMI Housing Fund,Community Development,Comm Dev-Econ Developmt			1,700	1,000	2,000
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	115	751			
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	107				
Account 54610 Totals:	24,262	8,180	13,700	8,500	12,000
Account: 54910 - Dues & Subscriptions					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt				5,000	6,000
101-60-20 - General Fund,Economic Development,Economic Development		2,049			
221-40-10 - Grants,Community Development,Comm Dev-Econ Developmt			12,500		
230-40-10 - Municipal Services Corp,Community Development,Comm Dev-Econ Developmt	9,303				
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	13,558	9,209			100

232-40-10 - City LMI Housing Fund,Community Development,Comm Dev-Econ Developmt				610	800
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	150	250			
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	225				
Account 54910 Totals:	23,236	11,508	12,500	5,610	6,900
Account: 54920 - Events & Field Trips					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt				11,500	12,000
101-60-20 - General Fund,Economic Development,Economic Development		317			
221-40-10 - Grants,Community Development,Comm Dev-Econ Developmt			10,000		
230-40-10 - Municipal Services Corp,Community Development,Comm Dev-Econ Developmt	242				
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	214	160			
Account 54920 Totals:	455	477	10,000	11,500	12,000
Account: 54990 - Other Administrative Svcs					
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	20	40		100	
Account: 55110 - General Office Supplies					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt				500	500
101-60-20 - General Fund,Economic Development,Economic Development		84			
221-40-10 - Grants,Community Development,Comm Dev-Econ Developmt			500		
230-40-10 - Municipal Services Corp,Community Development,Comm Dev-Econ Developmt	23				
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	227		100		
Account 55110 Totals:	250	84	600	500	500
Account: 55120 - Postage & Delivery					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt				2,000	2,000
101-60-20 - General Fund,Economic Development,Economic Development		1,758			
221-40-10 - Grants,Community Development,Comm Dev-Econ Developmt			8,000		
230-40-10 - Municipal Services Corp,Community Development,Comm Dev-Econ Developmt	2,077				
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	69	5,733	100		
232-40-10 - City LMI Housing Fund,Community Development,Comm Dev-Econ Developmt			500	500	500
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	40	91			
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	52				
Account 55120 Totals:	2,238	7,581	8,600	2,500	2,500
Account: 55130 - Photocopying Charges					
101-40-10 - General Fund,Community Development,Comm Dev-Econ Developmt	1,167	953		1,000	1,000
101-60-20 - General Fund,Economic Development,Economic Development		1,060			
221-40-10 - Grants,Community Development,Comm Dev-Econ Developmt			1,000		
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	719		100		
232-40-10 - City LMI Housing Fund,Community Development,Comm Dev-Econ Developmt			800	800	800
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	457	1,060			
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	262				

Account 55130 Totals:	2,605	3,072	1,900	1,800	1,800
Account: 56310 - Improvements, not Bldgs					
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	11,890	69,027	80,500	10,000	10,000
Account: 56410 - Office Equipment <$10K					
101-60-20 - General Fund,Economic Development,Economic Development		252			
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	108			5,500	
Account 56410 Totals:	108	252		5,500	
Account: 56920 - Loss on Land Held for Redevelopment					
230-60-20 - Municipal Services Corp,Economic Development,Economic Development		366,376			
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development		890,000			
Account 56920 Totals:		1,256,376			
Account: 58110 - Principal Payments					
804-60-20 - Agency Debt Service Fund,Economic Development,Economic Development	545,000				
814-60-20 - RDA '04 Bond-Debt Servc,Economic Development,Economic Development	475,000				
Account 58110 Totals:	1,020,000				
Account: 58120 - Interest Payments					
780-60-20 - Successor Agency to RDA,Economic Development,Economic Development	648,059	995,849			
804-60-20 - Agency Debt Service Fund,Economic Development,Economic Development	228,485				
814-60-20 - RDA '04 Bond-Debt Servc,Economic Development,Economic Development	662,545				
Account 58120 Totals:	1,539,089	995,849			
Account: 58910 - Pass Through Payments					
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	507,493				
Account: 59110 - Loans & Grants					
230-60-20 - Municipal Services Corp,Economic Development,Economic Development		150,000			
231-40-10 - City Housing Trust Fund,Community Development,Comm Dev-Econ Developmt			2,860,000		
232-40-10 - City LMI Housing Fund,Community Development,Comm Dev-Econ Developmt			531,152		
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	-129,492				
Account 59110 Totals:	-129,492	150,000	3,391,152		
Account: 59300 - Extraordinary Gain/(Loss)					
232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	-5,613,091				
780-60-20 - Successor Agency to RDA,Economic Development,Economic Development	21,924,794				
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	247,657				
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	4,295,063				
804-60-20 - Agency Debt Service Fund,Economic Development,Economic Development	29,705				
814-60-20 - RDA '04 Bond-Debt Servc,Economic Development,Economic Development	1				
Account 59300 Totals:	20,884,129				
Account: 59990 101 - Operating Xfer Out-GEN					
221-40-10 - Grants,Community Development,Comm Dev-Econ Developmt				35,000	
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	1,801,014				

232-60-20 - City LMI Housing Fund,Economic Development,Economic Development	149,650				
801-40-10 - Redevelopment Agency,Community Development,Comm Dev-Econ Developmt	180,000				
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	318,000				
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	64,419				
Account 59990 101 Totals:	2,513,083			35,000	
Account: 59990 221 - OperatingXout-GRNTS					
230-60-20 - Municipal Services Corp,Economic Development,Economic Development	273,000				
Account: 59990 230 - Operating Xfer Out-MSC					
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	1,031,340				
Account: 59990 801 - Operating Xfer Out RDA					
101-60-20 - General Fund,Economic Development,Economic Development	1,820,000				
Account: 59990 802 - Operating Xfer Out HSG					
101-60-20 - General Fund,Economic Development,Economic Development	2,130,000				
Account: 59990 804 - Operating Xfer OutRDA D/S					
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	69,344				
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	38,073				
Account 59990 804 Totals:	107,417				
Account: 59990 814 - Operating Xfer OutRDAD/S2					
801-60-20 - Redevelopment Agency,Economic Development,Economic Development	224,159				
802-60-20 - Low/Moderate Income Housg,Economic Development,Economic Development	101,532				
Account 59990 814 Totals:	325,691				
Expenditure Grand Totals:	**$32,924,587**	**$3,889,009**	**$4,376,790**	**$647,058**	**$614,213**

Finance Department

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 46520 - Program Fees					
101-10-50 - General Fund, Finance		$308			
Account: 46930 - Business License Admin					
101-10-50 - General Fund, Finance	$69,552	$69,739	$75,000	$75,000	$79,000
Account: 48990 - Other Misc Revenue					
101-10-50 - General Fund, Finance			25,000	25,000	25,000
Revenue Totals	**$69,552**	**$70,047**	**$100,000**	**$100,000**	**$104,000**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-10-50 - General Fund, Finance	$394,258	$355,768	$448,021	$387,039	$390,170
221-10-50 - Grants, Finance	275	31			
Account 51110 Totals:	394,533	355,799	448,021	387,039	390,170
Account: 51120 - Part-Time Salaries & Wage					
101-10-50 - General Fund, Finance	1,549	24,579			
Account: 51140 - Overtime Pay					
101-10-50 - General Fund, Finance	419	353	4,213	4,297	4,383
Account: 51150 - Special Pay					
101-10-50 - General Fund, Finance	1,200	1,200	1,200		
Account: 51200 - PARS Contribution					
101-10-50 - General Fund, Finance	16	3			
Account: 51210 - PERS Contributions					
101-10-50 - General Fund, Finance	107,223	84,575	116,407	101,529	115,674
Account: 51220 - FICA/Medicare					
101-10-50 - General Fund, Finance	27,701	25,116	34,560	35,756	36,049
Account: 51230 - Medical & Dental Benefits					
101-10-50 - General Fund, Finance	88,805	91,868	99,215	90,748	96,844
Account: 51235 - Life & LTD Insurance					
101-10-50 - General Fund, Finance			5,130	4,651	4,683
Account: 51237 - Allowances & Other Benefits					
101-10-50 - General Fund, Finance			10,725	12,120	12,120
Account: 51240 - Workers Compensation Premiums					
101-10-50 - General Fund, Finance	11,449	15,801	19,965	17,049	17,561
Account: 51990 - Salary Savings					
101-10-50 - General Fund, Finance		-1,241	-29,104	-53,000	-53,000
Account: 52110 - Collect & Admin Services					
101-10-50 - General Fund, Finance	79,161	53,194	86,000	56,000	60,000
206-10-50 - Measure A Parcel Tax, Finance	11,238	11,390	12,000	12,000	12,000
Account 52110 Totals:	90,399	64,584	98,000	68,000	72,000
Account: 52120 - Legal & Financial Svcs					
101-10-50 - General Fund, Finance	79,947	80,880	90,000	90,000	90,000
201-10-50 - Gas Tax Fund, Finance	1,987				
206-10-50 - Measure A Parcel Tax, Finance	2,850		3,000	3,000	3,000
211-10-50 - Street Improvemt & Maint, Finance				3,000	3,000
401-10-50 - Meas J Storm Debt Service, Finance	16,780	2,280	2,700		
701-10-50 - Pension Trust Sect 401-A, Finance	823	1,455	1,500	1,500	1,500

834-10-50 - Finance Authority Debt Sv, Finance	2,148	52,063	6,000	6,000	6,000
835-10-50 - City Hall Bond D/S, Finance	2,580	1,080	1,000	1,000	1,000
836-10-50 - Street Imp Bond D/S, Finance	1,080	1,080	1,000	1,000	1,000
Account 52120 Totals:	108,194	138,838	105,200	105,500	105,500
Account: 52190 - Miscellaneous Prof Svcs					
101-10-50 - General Fund, Finance	17,472	41,848	20,000	30,000	20,000
Account: 52230 - Other Technical Services					
101-10-50 - General Fund, Finance	17,666	16,701	15,000	15,000	15,000
Account: 52240 - Miscellaneous Services					
101-10-50 - General Fund, Finance	1,200	1,784		-50,000	
Account: 54210 - Telephone Expenses					
101-10-50 - General Fund, Finance	1,937	2,287	2,400	2,400	2,400
Account: 54220 - Mobile/Wireless Expenses					
101-10-50 - General Fund, Finance	1,857	1,749	2,200	2,200	2,200
Account: 54310 - Legal Notices & Advertise					
101-10-50 - General Fund, Finance	131	456	200	200	200
Account: 54410 - Printing & Binding					
101-10-50 - General Fund, Finance	2,940	772	3,000	3,000	3,000
Account: 54610 - Travel & Training					
101-10-50 - General Fund, Finance	6,933	4,459	10,100	5,000	10,100
Account: 54910 - Dues & Subscriptions					
101-10-50 - General Fund, Finance	920	750	3,000	3,000	3,000
Account: 55110 - General Office Supplies					
101-10-50 - General Fund, Finance	2,924	2,761	3,500	3,500	3,500
Account: 55120 - Postage & Delivery					
101-10-50 - General Fund, Finance	4,794	4,445	4,000	4,000	4,000
Account: 55130 - Photocopying Charges					
101-10-50 - General Fund, Finance	1,871	1,819	2,000	2,000	2,000
Account: 55290 - Other Operating Supplies					
101-10-50 - General Fund, Finance	391		500	500	500
Account: 56410 - Office Equipment <10K					
101-10-50 - General Fund, Finance	2,154	1,079	1,000	1,000	1,000
Account: 56710 - Other Equipment <10K					
101-10-50 - General Fund, Finance		240			
Account: 56720 - Other Equipment >10K					
101-10-50 - General Fund, Finance	14,852				
Account: 58110 - Principal Payments					
101-10-50 - General Fund, Finance		43,788	88,410	90,858	93,373
401-10-50 - Meas J Storm Debt Service, Finance	1,435,000	512,300	514,500		
834-10-50 - Finance Authority Debt Sv, Finance	245,000	2,685,000	312,800	323,300	328,200
835-10-50 - City Hall Bond D/S, Finance	205,000	215,000	220,000	230,000	240,000
836-10-50 - Street Imp Bond D/S, Finance	245,000	255,000	265,000	270,000	280,000
Account 58110 Totals:	2,130,000	3,711,088	1,400,710	914,158	941,573
Account: 58120 - Interest Payments					
101-10-50 - General Fund, Finance	7,239	27,365	48,063	48,063	48,063
401-10-50 - Meas J Storm Debt Service, Finance	93,638	6,106	4,330	0	0
834-10-50 - Finance Authority Debt Sv, Finance	120,055	86,417	46,258	40,024	33,639
835-10-50 - City Hall Bond D/S, Finance	392,408	384,008	375,308	366,768	357,246
836-10-50 - Street Imp Bond D/S, Finance	492,653	484,078	470,780	466,408	457,228
Account 58120 Totals:	1,105,992	987,972	944,739	921,263	896,176
Account: 58230 - Fines & Penalties					
101-10-50 - General Fund, Finance	8,459	1,303	0	0	0
Account: 58810 - Retiree Pension					

701-10-50 - Pension Trust Sect 401-A, Finance	140,947	110,802	111,000	112,476	112,476
Account: 58920 - Bank & Credit Card Fees					
101-10-50 - General Fund, Finance	38,137	43,966	30,000	30,000	30,000
Account: 59990 101 - Operating Xfer Out-GEN					
206-10-50 - Measure A Parcel Tax, Finance	0	25,456	50,912	50,912	50,912
Account: 59990 201 - Operating Xfer Out-GAS					
204-10-50 - Measure J-Return to Source Fund, Finance	214,000	270,000	274,000		
205-10-50 - Measure J Storm Drain, Finance	65,000	302,000	180,000		
Account 59990 201 Totals:	279,000	572,000	454,000		
Account: 59990 202 - Operating Xfer Out-NPDS					
205-10-50 - Measure J Storm Drain, Finance	36,000	104,000	111,000		
Account: 59990 203 - Operating Xfer Out-LAD					
201-10-50 - Gas Tax Fund, Finance	395,000	537,000	545,000		
Account: 59990 206 - Operating Xfer Out-MeasA					
834-10-50 - Finance Authority Debt Sv, Finance		185,333			
Account: 59990 221 - OperatingXout-GRNTS					
101-10-50 - General Fund, Finance			598,957		
Account: 59990 301 - Operating Xfer Out-CIP					
204-10-50 - Measure J-Return to Source Fund, Finance	35,000	35,000	35,000		
Account: 59990 401 - Operating Xfer STRM D/S					
205-10-50 - Measure J Storm Drain, Finance	516,550	0	495,000		
Account: 59990 701 - Operating Xfer OutPENS					
101-10-50 - General Fund, Finance	141,769	112,257	112,500	113,976	113,976
Account: 59990 834 - Operating Xfer Out-FIN					
206-10-50 - Measure A Parcel Tax, Finance	365,053	334,057	359,058	369,524	368,039
Account: 59990 835 - Operating Xfer Out-CHALL					
101-10-50 - General Fund, Finance	597,368	595,527	596,308	593,768	594,246
Account: 59990 836 - Operating Xfer Out-ST IMP					
211-10-50 - Street Improvemt & Maint, Finance	737,583	736,722	740,000	733,408	734,228
Expenditure Grand Totals:	**$7,436,388**	**$8,975,108**	**$7,564,616**	**$4,634,974**	**$4,710,510**

Fire Department

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 45430 - Federal Grant-Capital					
221-25-10 - Grants,Fire	$228,800		$921,244		
Account: 45550 - OES Reimbursement					
101-25-10 - General Fund,Fire	142,790	271,978	270,521	187,000	50,000
Account: 45720 - Kensington Fire District					
101-25-10 - General Fund,Fire	2,214,980	2,318,862	2,313,128	2,365,644	2,501,879
Account: 45790 - Other Local Reimbursement					
101-25-10 - General Fund,Fire	138,551	164,011	120,000	125,000	130,000
221-25-10 - Grants,Fire			31,718		
Account 45790 Totals:	138,551	164,011	151,718	125,000	130,000
Account: 46010 - Plan Check Fees					
101-25-10 - General Fund,Fire	42,811	45,222	40,000	65,000	75,000
Account: 46520 - Program Fees					
101-25-10 - General Fund,Fire	31,960	43,648	10,000	10,000	10,000
Account: 49990 101 - Operating Xfer In-GEN					
221-25-10 - Grants,Fire			70,642		
Account: 49990 221 - Operating XferIN-GRANTS					
601-25-10 - Vehicle/Equip Replacement,Fire		5,369			
Account: 49990 230 - Operating XferIN-MSC					
221-25-10 - Grants,Fire	273,000				
Account: 49990 601 - Operating Xfer-In I/S					
221-25-10 - Grants,Fire	273,000				
Revenue Totals	**$3,345,892**	**$2,849,090**	**$3,777,253**	**$2,752,644**	**$2,766,879**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-25-10 - General Fund,Fire	$3,934,105	$3,742,429	$4,211,223	$4,483,822	$4,596,542
Account: 51120 - Part-Time Salaries & Wage					
101-25-10 - General Fund,Fire		230			
Account: 51140 - Overtime Pay					
101-25-10 - General Fund,Fire	652,600	1,082,223	526,943	569,099	586,172
Account: 51145 - FLSA Overtime Pay					
101-25-10 - General Fund,Fire	84,608	73,212	87,629	94,639	97,478
Account: 51146 - Fire Non-Supp OT					
101-25-10 - General Fund,Fire	107,755	72,806	75,000	75,000	75,000
Account: 51147 - Fire OES Response					
101-25-10 - General Fund,Fire	95,504	214,609	187,467	168,000	50,000
Account: 51150 - Special Pay					
101-25-10 - General Fund,Fire				26,675	26,675
Account: 51200 - PARS Contribution					
101-25-10 - General Fund,Fire		3			
Account: 51210 - PERS Contributions					
101-25-10 - General Fund,Fire	1,680,005	1,605,420	1,940,067	1,589,312	1,796,697
Account: 51220 - FICA/Medicare					
101-25-10 - General Fund,Fire	64,039	67,255	72,285	77,505	79,309
Account: 51230 - Medical & Dental Benefits					
101-25-10 - General Fund,Fire	688,597	773,499	972,224	979,052	1,034,647
Account: 51240 - Workers Compensation Premiums					

101-25-10 - General Fund,Fire	105,315	117,361	109,806	93,770	96,583
Account: 51990 - Salary Savings					
101-25-10 - General Fund,Fire			-565,431	-569,011	-601,849
Account: 52120 - Legal & Financial Svcs					
601-25-10 - Vehicle/Equip Replacement,Fire	975	4,819			
Account: 52190 - Miscellaneous Prof Svcs					
101-25-10 - General Fund,Fire	12,281	13,828	6,500	6,500	6,500
Account: 52220 - Medical Services					
101-25-10 - General Fund,Fire	12,845	19,931	5,000	15,000	15,000
Account: 52230 - Other Technical Services					
101-25-10 - General Fund,Fire	3,162	3,000			
Account: 52260 - OES Equipment & Apparatus					
101-25-10 - General Fund,Fire	-751	-10,959			
Account: 53110 - Utilities					
101-25-10 - General Fund,Fire	31,859	32,835	12,651	12,651	12,651
Account: 53230 - Building Maint Services					
101-25-10 - General Fund,Fire	12,963	18,188	15,000	15,000	15,000
Account: 53240 - Landscape/Park Maint Svcs					
101-25-10 - General Fund,Fire	18,300	21,957	20,000	20,000	20,000
Account: 53250 - Vehicle & Equip Maint Svc					
101-25-10 - General Fund,Fire	72,698	80,058	80,000	80,000	80,000
Account: 53290 - Miscellaneous R&M Svcs					
101-25-10 - General Fund,Fire	30,145	50,083	60,000	68,850	60,000
Account: 53330 - Vehic Replcmt Rental Chrg					
101-25-10 - General Fund,Fire	85,600	122,800	128,532	128,532	128,532
Account: 53910 - Solid Waste Services					
101-25-10 - General Fund,Fire	9,455	5,794	6,000	6,000	6,000
Account: 54210 - Telephone Expenses					
101-25-10 - General Fund,Fire	14,902	16,785	15,000	12,000	15,000
Account: 54220 - Mobile/Wireless Expenses					
101-25-10 - General Fund,Fire	14,229	13,946	12,000	12,000	12,000
Account: 54310 - Legal Notices & Advertise					
101-25-10 - General Fund,Fire	8		1,000	1,000	1,000
Account: 54410 - Printing & Binding					
101-25-10 - General Fund,Fire	250	196	1,000	1,000	1,000
Account: 54610 - Travel & Training					
101-25-10 - General Fund,Fire	33,784	21,060	25,000	20,000	25,000
Account: 54910 - Dues & Subscriptions					
101-25-10 - General Fund,Fire	8,340	11,274	12,000	12,000	12,000
Account: 54990 - Other Administrative Svcs					
101-25-10 - General Fund,Fire	13,462	12,602	15,000	15,000	15,000
Account: 55110 - General Office Supplies					
101-25-10 - General Fund,Fire	3,816	4,831	6,000	6,000	6,000
Account: 55120 - Postage & Delivery					
101-25-10 - General Fund,Fire	968	1,432	1,300	1,300	1,300
Account: 55130 - Photocopying Charges					
101-25-10 - General Fund,Fire	533	1,155	3,000	3,000	3,000
Account: 55210 - Fuel					
101-25-10 - General Fund,Fire	56,411	52,131	40,000	40,000	40,000
Account: 55230 - Medical Supplies					

101-25-10 - General Fund,Fire	17,223	18,371	12,796	20,000	20,000
Account: 55240 - Clothing & Uniform Supply					
101-25-10 - General Fund,Fire	26,818	22,282	20,000	15,000	20,000
Account: 55290 - Other Operating Supplies					
101-25-10 - General Fund,Fire	7,474	6,196	7,000	7,000	7,000
Account: 55520 - Building Supplies					
101-25-10 - General Fund,Fire	6,166	5,380	10,000	10,000	10,000
Account: 56310 - Improvements, not Bldgs					
101-25-10 - General Fund,Fire	8,663	9,509	10,000	10,000	10,000
Account: 56410 - Office Equipment <10K					
101-25-10 - General Fund,Fire	1,494	1,877			
Account: 56520 - Vehicles >10K					
221-25-10 - Grants,Fire			951,562		
Account: 56710 - Other Equipment <10K					
101-25-10 - General Fund,Fire	19,024	18,265	15,000	15,000	15,000
601-25-10 - Vehicle/Equip Replacement,Fire			40,000		40,000
Account 56710 Totals:	19,024	18,265	55,000	15,000	55,000
Account: 56720 - Other Equipment >10K					
221-25-10 - Grants,Fire	306,956	6,502	72,042		
Account: 58110 - Principal Payments					
601-25-10 - Vehicle/Equip Replacement,Fire			115,057	117,115	115,057
Account: 58120 - Interest Payments					
601-25-10 - Vehicle/Equip Replacement,Fire	32,140	65,885	13,475	11,418	13,475
Account: 58220 - Licenses & Permits					
101-25-10 - General Fund,Fire	450		1,000	1,000	1,000
Account: 59110 - Loans & Grants					
221-25-10 - Grants,Fire	2,433,596	2,636,396			
Account: 59990 221 - OperatingXout-GRNTS					
101-25-10 - General Fund,Fire			70,642		
601-25-10 - Vehicle/Equip Replacement,Fire	273,000				
Account 59990 221 Totals:	273,000		70,642		
Account: 59990 601 - TRANSFER OUT-I/S					
221-25-10 - Grants,Fire		5,369			
Expenditure Grand Totals:	**$10,981,768**	**$11,042,824**	**$9,420,770**	**$8,270,229**	**$8,563,769**

Police Administrative & Support Services Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 44010 - Interest Income					
208-20-11 - Asset Seizure Fund,Police	$351	$174	$1,000	$1,000	$1,000
209-20-11 - Vehicle Abatement Fund,Police	321	137	1,000	1,000	1,000
Account 44010 Totals:	672	311	2,000	2,000	2,000
Account: 44920 - Unclaimed Assets					
208-20-11 - Asset Seizure Fund,Police	32,213	26,474	1,000	1,000	1,000
Account: 45410 - Federal Grant-Operating					
221-20-11 - Grants,Police			12,000	12,000	
Account: 45440 - State Grant-Operating					
221-20-11 - Grants,Police		3,142			
Account: 45510 - Abandoned Vehicle Abatem					
209-20-11 - Vehicle Abatement Fund,Police	46,986	25,988	20,000	20,000	20,000
Account: 45540 - POST Reimbursement					
101-20-11 - General Fund,Police	15,890	50,834	45,000		
Account: 46210 - Fingerprinting Services					
101-20-11 - General Fund,Police	37,421	28,875	34,000	25,000	25,000
Account: 46520 - Program Fees					
101-20-11 - General Fund,Police	87,013	89,866	95,000	95,000	95,000
Account: 46910 - Reproduction Fees					
101-20-11 - General Fund,Police	951	3,016			
Account: 48990 - Other Misc Revenue					
101-20-11 - General Fund,Police		92			
Revenue Totals	**$221,146**	**$228,598**	**$209,000**	**$155,000**	**$143,000**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-20-11 - General Fund,Police	$897,515	$843,700	$882,952	$908,322	$919,449
Account: 51120 - Part-Time Salaries & Wage					
101-20-11 - General Fund,Police	35,475	33,097	51,198	52,529	53,842
Account: 51140 - Overtime Pay					
101-20-11 - General Fund,Police	2,590	1,212	10,529	10,803	11,073
Account: 51150 - Special Pay					
101-20-11 - General Fund,Police	29,213	20,802	20,775	28,067	28,187
Account: 51200 - PARS Contribution					
101-20-11 - General Fund,Police		3			
Account: 51210 - PERS Contributions					

101-20-11 - General Fund,Police					
Account: 51220 - FICA/Medicare	322,243	309,386	344,107	328,848	369,764
101-20-11 - General Fund,Police					
Account: 51230 - Medical & Dental Benefits	44,376	39,956	45,863	48,095	49,131
101-20-11 - General Fund,Police					
Account: 51235 - Life & LTD Insurance	193,041	198,350	218,656	214,950	229,454
101-20-11 - General Fund,Police					
Account: 51237 - Allowances & Other Benefits			5,653	8,317	8,431
101-20-11 - General Fund,Police					
Account: 51240 - Workers Compensation Premiums			23,186	16,740	16,740
101-20-11 - General Fund,Police					
Account: 51990 - Salary Savings	25,189	34,762	36,602	28,415	29,268
101-20-11 - General Fund,Police					
Account: 52110 - Collect & Admin Services			(100,753)	(95,600)	(100,648)
101-20-11 - General Fund,Police					
Account: 52190 - Miscellaneous Prof Svcs	717,795	745,340	898,000	950,000	1,045,000
101-20-11 - General Fund,Police					
Account: 52210 - Lab & Investigative Svcs	47,535	44,541	34,000	42,000	42,000
101-20-11 - General Fund,Police					
Account: 52230 - Other Technical Services	15,023	12,931	25,500	25,500	25,500
101-20-11 - General Fund,Police					
Account: 53110 - Utilities	22,918	26,245	25,000	27,000	
101-20-11 - General Fund,Police					
Account: 53230 - Building Maint Services	20,226	19,554	7,452	4,500	7,452
101-20-11 - General Fund,Police					
Account: 53250 - Vehicle & Equip Maint Svc	31,499	33,485	35,000	30,000	35,000
101-20-11 - General Fund,Police					
Account: 53290 - Miscellaneous R&M Svcs	20,434	7,232	15,000	10,000	
101-20-11 - General Fund,Police					
Account: 54210 - Telephone Expenses	15,272	24,114	17,500	17,500	17,500
101-20-11 - General Fund,Police					
Account: 54220 - Mobile/Wireless Expenses	10,859	18,277	22,500	12,000	22,500
101-20-11 - General Fund,Police					
Account: 54310 - Legal Notices & Advertise	11,957	17,825	17,000	17,000	17,000
101-20-11 - General Fund,Police					
Account: 54410 - Printing & Binding	1,184	457	1,500	1,500	1,500
101-20-11 - General Fund,Police					
Account: 54610 - Travel & Training	4,522	4,342	5,900	5,900	5,900
101-20-11 - General Fund,Police					
Account: 54910 - Dues & Subscriptions	68,341	111,493	78,000	80,000	100,000
101-20-11 - General Fund,Police					
Account: 54990 - Other Administrative Svcs	1,990	1,750	2,000	2,500	3,000
101-20-11 - General Fund,Police					

	2,558	4,556	3,500	3,500	3,500
Account: 55110 - General Office Supplies					
101-20-11 - General Fund,Police	13,984	14,383	15,000	15,000	15,000
Account: 55120 - Postage & Delivery					
101-20-11 - General Fund,Police	3,295	4,490	3,970	3,500	3,970
Account: 55130 - Photocopying Charges					
101-20-11 - General Fund,Police	4,798	5,731	9,180	7,000	9,180
Account: 55210 - Fuel					
101-20-11 - General Fund,Police	9,032	8,829	11,400	11,400	
Account: 55220 - Safety Supplies					
101-20-11 - General Fund,Police	23,106	38,312	25,000	25,000	
221-20-11 - Grants,Police		10,110	12,000	12,000	12,000
Account 55220 Totals:	23,106	48,422	37,000	37,000	12,000
Account: 55230 - Medical Supplies					
101-20-11 - General Fund,Police	300				
Account: 55240 - Clothing & Uniform Supply					
101-20-11 - General Fund,Police	62				
Account: 55250 - Vehicle & Equip Supplies					
101-20-11 - General Fund,Police	677				
Account: 55290 - Other Operating Supplies					
101-20-11 - General Fund,Police	4,254	4,482	4,200	4,200	29,000
221-20-11 - Grants,Police		1,675			
Account 55290 Totals:	4,254	6,157	4,200	4,200	29,000
Account: 56410 - Office Equipment <10K					
101-20-11 - General Fund,Police	3,907	5,702	7,800	5,000	20,000
Account: 56520 - Vehicles >10K					
101-20-11 - General Fund,Police	38,454	46,600	50,000	50,000	
Account: 56710 - Other Equipment <10K					
101-20-11 - General Fund,Police	818	6,152	5,000	5,000	5,000
208-20-11 - Asset Seizure Fund,Police			12,377		
Account 56710 Totals:	818	6,152	17,377	5,000	5,000
Account: 56720 - Other Equipment >10K					
208-20-11 - Asset Seizure Fund,Police	36,220				
Account: 58920 - Bank & Credit Card Fees					
101-20-11 - General Fund,Police	1,219	1,218			
Expenditure Grand Totals:	**$2,681,876**	**$2,701,093**	**$2,882,547**	**$2,916,486**	**$3,034,693**

Police Operations Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 43010 - Moving Vehicle Citations					
101-20-12 - General Fund, Police Operations	$122,828	$158,550	$140,000	$150,000	$150,000
Account: 43020 - Parking Citations/Fines					
101-20-12 - General Fund, Police Operations	76,926	118,671	150,000	175,000	175,000
Account: 45410 - Federal Grant-Operating					
221-20-12 - Grants, Police Operations		58,823			
Account: 45440 - State Grant-Operating					
221-20-12 - Grants, Police Operations	111,619	104,678			
222-20-12 - C.O.P.S. Grant Fund, Police Operations				100,000	100,000
Account 45440 Totals:	111,619	104,678		100,000	100,000
Account: 45790 - Other Local Reimbursement					
101-20-12 - General Fund, Police Operations	420,000	420,000	470,000	520,000	520,000
Revenue Totals	**$731,374**	**$860,723**	**$760,000**	**$945,000**	**$945,000**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-20-12 - General Fund, Police Operations	$3,121,172	$2,841,688	$3,319,379	$3,408,809	$3,492,435
221-20-12 - Grants, Police Operations	70,000	153,936	70,000		
222-20-12 - C.O.P.S. Grant Fund, Police Operations				70,000	70,000
Account 51110 Totals:	3,191,172	2,995,624	3,389,379	3,478,809	3,562,435
Account: 51120 - Part-Time Salaries & Wage					
101-20-12 - General Fund, Police Operations	32,762	50,546	60,243	69,609	71,349
Account: 51140 - Overtime Pay					
101-20-12 - General Fund, Police Operations	304,087	383,987	260,910	267,694	274,386
221-20-12 - Grants, Police Operations	2,919	3,142			
Account 51140 Totals:	307,006	387,129	260,910	267,694	274,386
Account: 51142 - StraightOT					
101-20-12 - General Fund, Police Operations	1,649	794			
Account: 51150 - Special Pay					
101-20-12 - General Fund, Police Operations	65,345	56,635	52,005	94,939	96,223
Account: 51210 - PERS Contributions					
101-20-12 - General Fund, Police Operations	1,389,046	1,377,951	1,562,509	1,602,324	1,818,118
Account: 51220 - FICA/Medicare					
101-20-12 - General Fund, Police Operations	56,592	57,582	64,409	66,552	68,157
Account: 51230 - Medical & Dental Benefits					
101-20-12 - General Fund, Police Operations	620,549	692,320	649,472	652,456	696,331
Account: 51235 - Life & LTD Insurance					
101-20-12 - General Fund, Police Operations			7,442	30,846	31,536
Account: 51237 - Allowances & Other Benefits					
101-20-12 - General Fund, Police Operations			140,187	81,240	81,240
Account: 51240 - Workers Compensation Premiums					
101-20-12 - General Fund, Police Operations	105,510	234,172	113,133	99,453	102,437
Account: 51990 - Salary Savings					
101-20-12 - General Fund, Police Operations			-322,760	-287,657	-304,704
Account: 52110 - Collect & Admin Services					
101-20-12 - General Fund, Police Operations		358			
Account: 52190 - Miscellaneous Prof Svcs					
101-20-12 - General Fund, Police Operations	1,225	2,604	3,000	3,000	3,000

Account: 52210 - Lab & Investigative Svcs					
101-20-12 - General Fund, Police Operations	7,740	2,560			
Account: 52230 - Other Technical Services					
101-20-12 - General Fund, Police Operations	1,878	155	2,000	2,000	2,000
Account: 53250 - Vehicle & Equip Maint Svc					
101-20-12 - General Fund, Police Operations	55,758	75,344	56,100	56,100	86,000
209-20-12 - Vehicle Abatement Fund, Police Operations	7,460	6,144	11,000	11,000	11,000
Account 53250 Totals:	63,217	81,488	67,100	67,100	97,000
Account: 54610 - Travel & Training					
101-20-12 - General Fund, Police Operations	10,040	15,206	17,200	17,200	
Account: 54910 - Dues & Subscriptions					
101-20-12 - General Fund, Police Operations		244			
Account: 54990 - Other Administrative Svcs					
101-20-12 - General Fund, Police Operations	3,520	7,522	8,670	7,000	8,670
Account: 55110 - General Office Supplies					
101-20-12 - General Fund, Police Operations	20				
Account: 55210 - Fuel					
101-20-12 - General Fund, Police Operations	95,089	96,546	77,000	77,000	90,000
Account: 55220 - Safety Supplies					
101-20-12 - General Fund, Police Operations	15,318	25,004	16,800	16,800	30,000
222-20-12 - C.O.P.S. Grant Fund, Police Operations				30,000	30,000
Account 55220 Totals:	15,318	25,004	16,800	46,800	60,000
Account: 55250 - Vehicle & Equip Supplies					
101-20-12 - General Fund, Police Operations	65				
Account: 55290 - Other Operating Supplies					
101-20-12 - General Fund, Police Operations	14,754	20,354	15,000	15,000	12,000
221-20-12 - Grants, Police Operations	27,518				
Account 55290 Totals:	42,272	20,354	15,000	15,000	12,000
Account: 56410 - Office Equipment <$10K					
101-20-12 - General Fund, Police Operations	90	111	5,000	5,000	
Account: 56510 - Vehicles <$10K					
209-20-12 - Vehicle Abatement Fund, Police Operations	4,600				
Account: 56520 - Vehicles >$10K					
101-20-12 - General Fund, Police Operations	93,115	92,775	70,000	70,000	155,000
209-20-12 - Vehicle Abatement Fund, Police Operations	47,216	32,700			
221-20-12 - Grants, Police Operations			30,000		
Account 56520 Totals:	140,331	125,475	100,000	70,000	155,000
Account: 56720 - Other Equipment >$10K					
221-20-12 - Grants, Police Operations		354,971			
Expenditure Grand Totals:	**$6,155,036**	**$6,585,351**	**$6,288,699**	**$6,466,365**	**$6,925,178**

Police Investigations/Special Operations Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 45410 - Federal Grant-Operating					
221-20-13 - Grants, Police Investigations		$1,924			
Account: 48990 - Other Misc Revenue					
101-20-13 - General Fund, Police Investigations	900	893			
Revenue Totals	**$900**	**$2,817**			
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-20-13 - General Fund, Police Investigations	$662,926	$648,851	$719,222	$721,429	$736,089
221-20-13 - Grants, Police Investigations		1,924			
Account 51110 Totals:	662,926	650,774	719,222	721,429	736,089
Account: 51140 - Overtime Pay					
101-20-13 - General Fund, Police Investigations	36,862	44,945	50,175	51,480	52,767
Account: 51150 - Special Pay					
101-20-13 - General Fund, Police Investigations	25,883	12,289	14,536	20,479	20,647
Account: 51210 - PERS Contributions					
101-20-13 - General Fund, Police Investigations	288,523	286,387	340,085	338,001	383,013
Account: 51220 - FICA/Medicare					
101-20-13 - General Fund, Police Investigations	10,985	10,798	11,743	12,111	12,362
Account: 51230 - Medical & Dental Benefits					
101-20-13 - General Fund, Police Investigations	104,918	122,710	132,814	129,700	138,387
Account: 51235 - Life & LTD Insurance					
101-20-13 - General Fund, Police Investigations			1,405	6,311	6,429
Account: 51237 - Allowances & Other Benefits					
101-20-13 - General Fund, Police Investigations			32,268	24,600	24,600
Account: 51240 - Workers Compensation Premiums					
101-20-13 - General Fund, Police Investigations	16,029	22,121	19,965	17,049	17,561
Account: 51990 - Salary Savings					
101-20-13 - General Fund, Police Investigations			-147,064	-155,535	-164,753
Account: 52190 - Miscellaneous Prof Svcs					
101-20-13 - General Fund, Police Investigations	18,850	1,725	21,000	15,000	21,000
Account: 52210 - Lab & Investigative Svcs					
101-20-13 - General Fund, Police Investigations	71,759	75,451	100,000	80,000	80,000
Account: 52240 - Miscellaneous Services					
101-20-13 - General Fund, Police Investigations	83				
Account: 53250 - Vehicle & Equip Maint Svc					
101-20-13 - General Fund, Police Investigations	7,683	11,877	15,300	10,000	
Account: 53290 - Miscellaneous R&M Svcs					
Account 53290 Totals:	70				
Account: 54610 - Travel & Training					
101-20-13 - General Fund, Police Investigations	1,415	2,534	3,000	3,000	
Account: 54910 - Dues & Subscriptions					
101-20-13 - General Fund, Police Investigations	1,020	595	750	750	
Account: 54990 - Other Administrative Svcs					
101-20-13 - General Fund, Police Investigations	1,493	7,363	4,200	4,200	4,200
Account: 55210 - Fuel					
101-20-13 - General Fund, Police Investigations	5,317	1,377	10,800	10,800	
Account: 55220 - Safety Supplies					

101-20-13 - General Fund, Police Investigations	2,631	3,911	3,000	3,000	
Account: 55290 - Other Operating Supplies					
101-20-13 - General Fund, Police Investigations	10,019	5,663	10,000	10,000	
Account: 56410 - Office Equipment <$10K					
101-20-13 - General Fund, Police Investigations	3,039		5,000	5,000	
Expenditure Grand Totals:	**$1,269,504**	**$1,260,521**	**$1,348,199**	**$1,307,375**	**$1,332,302**

Public Works - Engineering Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 45590 - Other State Reimbursement					
101-30-20 - General Fund,Public Works,Public Works Engineering	$16,827	$41			
Account: 46520 - Program Fees					
101-30-20 - General Fund,Public Works,Public Works Engineering	168,294	175,098	180,000	180,000	190,000
202-30-20 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Engineering	205		250		
Account 46520 Totals:	168,499	175,098	180,250	180,000	190,000
Account: 48990 - Other Misc Revenue					
101-30-20 - General Fund,Public Works,Public Works Engineering	5,025				
Revenue Totals	**$190,351**	**$175,139**	**$180,250**	**$180,000**	**$190,000**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-30-20 - General Fund,Public Works,Public Works Engineering	$182,703	$135,236	$48,785	$50,091	$50,577
201-30-20 - Gas Tax Fund,Public Works,Public Works Engineering	40,992	40,121	102,904	71,963	72,824
202-30-20 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Engineering			20,253	21,793	22,037
204-30-20 - Measure J-Return to Source Fund,Public Works,Public Works Engineering				40,198	40,582
205-30-20 - Measure J Storm Drain,Public Works,Public Works Engineering			10,648	21,292	21,525
211-30-20 - Street Improvemt & Maint,Public Works,Public Works Engineering			7,421	7,605	7,661
301-30-20 - Capital Improvement Fund,Public Works,Public Works Engineering	158,553	76,171	123,312	112,848	112,960
501-30-20 - Integrated Waste Mgmt,Public Works,Public Works Engineering			10,648	2,790	2,845
Account 51110 Totals:	382,248	251,528	323,971	328,580	331,011
Account: 51120 - Part-Time Salaries & Wage					
101-30-20 - General Fund,Public Works,Public Works Engineering	308	427			
201-30-20 - Gas Tax Fund,Public Works,Public Works Engineering		427			
204-30-20 - Measure J-Return to Source Fund,Public Works,Public Works Engineering		295			
301-30-20 - Capital Improvement Fund,Public Works,Public Works Engineering		17,413			
Account 51120 Totals:	308	18,562			
Account: 51140 - Overtime Pay					
101-30-20 - General Fund,Public Works,Public Works Engineering		209	4,002	4,082	4,164
Account: 51150 - Special Pay					
101-30-20 - General Fund,Public Works,Public Works Engineering	1,087	170			
201-30-20 - Gas Tax Fund,Public Works,Public Works Engineering	513	84			
Account 51150 Totals:	1,600	254			
Account: 51200 - PARS Contribution					
204-30-20 - Measure J-Return to Source Fund,Public Works,Public Works Engineering		4			
Account: 51210 - PERS Contributions					
101-30-20 - General Fund,Public Works,Public Works Engineering	50,618	31,092	12,725	11,007	12,577

201-30-20 - Gas Tax Fund,Public Works,Public Works Engineering	12,197	9,477	26,966	15,830	18,128
202-30-20 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Engineering			5,294	4,792	5,484
204-30-20 - Measure J-Return to Source Fund,Public Works,Public Works Engineering				8,831	10,089
205-30-20 - Measure J Storm Drain,Public Works,Public Works Engineering			2,786	4,683	5,357
211-30-20 - Street Improvemt & Maint,Public Works,Public Works Engineering			1,924	1,670	1,904
301-30-20 - Capital Improvement Fund,Public Works,Public Works Engineering	50,141	20,118	31,554	24,693	27,972
501-30-20 - Integrated Waste Mgmt,Public Works,Public Works Engineering			2,786	617	712
Account 51210 Totals:	112,956	60,687	84,035	72,123	82,223
Account: 51220 - FICA/Medicare					
101-30-20 - General Fund,Public Works,Public Works Engineering	13,093	9,771	4,172	4,330	4,376
201-30-20 - Gas Tax Fund,Public Works,Public Works Engineering	3,128	3,015	8,185	5,746	5,812
202-30-20 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Engineering			1,609	1,736	1,755
204-30-20 - Measure J-Return to Source Fund,Public Works,Public Works Engineering		4		3,256	3,288
205-30-20 - Measure J Storm Drain,Public Works,Public Works Engineering			844	1,683	1,701
211-30-20 - Street Improvemt & Maint,Public Works,Public Works Engineering			583	599	603
301-30-20 - Capital Improvement Fund,Public Works,Public Works Engineering	10,832	5,905	9,791	9,004	9,014
501-30-20 - Integrated Waste Mgmt,Public Works,Public Works Engineering			844	216	220
Account 51220 Totals:	27,052	18,695	26,028	26,570	26,769
Account: 51230 - Medical & Dental Benefits					
101-30-20 - General Fund,Public Works,Public Works Engineering	29,331	24,487	12,047	11,734	12,527
201-30-20 - Gas Tax Fund,Public Works,Public Works Engineering	5,640	4,763	26,874	18,715	19,981
202-30-20 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Engineering			5,189	5,615	5,994
204-30-20 - Measure J-Return to Source Fund,Public Works,Public Works Engineering				8,927	9,530
205-30-20 - Measure J Storm Drain,Public Works,Public Works Engineering			2,780	5,615	5,994
211-30-20 - Street Improvemt & Maint,Public Works,Public Works Engineering			1,853	1,872	1,998
301-30-20 - Capital Improvement Fund,Public Works,Public Works Engineering	29,944	9,994	25,391	22,863	24,408
501-30-20 - Integrated Waste Mgmt,Public Works,Public Works Engineering			2,780	936	999
Account 51230 Totals:	64,915	39,245	76,914	76,277	81,431
Account: 51235 - Life & LTD Insurance					
101-30-20 - General Fund,Public Works,Public Works Engineering			566	513	518
201-30-20 - Gas Tax Fund,Public Works,Public Works Engineering			1,194	737	746
202-30-20 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Engineering			235	223	226
204-30-20 - Measure J-Return to Source Fund,Public Works,Public Works Engineering				412	416
205-30-20 - Measure J Storm Drain,Public Works,Public Works Engineering			124	218	220
211-30-20 - Street Improvemt & Maint,Public Works,Public Works Engineering			86	78	78
301-30-20 - Capital Improvement Fund,Public Works,Public Works Engineering			1,430	1,156	1,157

501-30-20 - Integrated Waste Mgmt,Public Works,Public Works Engineering			124	29	29
Account 51235 Totals:			3,759	3,366	3,390
Account: 51237 - Allowances & Other Benefits					
101-30-20 - General Fund,Public Works,Public Works Engineering			1,755	1,995	1,995
201-30-20 - Gas Tax Fund,Public Works,Public Works Engineering			4,095	3,150	3,150
202-30-20 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Engineering			780	900	900
204-30-20 - Measure J-Return to Source Fund,Public Works,Public Works Engineering				1,935	1,935
205-30-20 - Measure J Storm Drain,Public Works,Public Works Engineering			390	705	705
211-30-20 - Street Improvemt & Maint,Public Works,Public Works Engineering			195	225	225
301-30-20 - Capital Improvement Fund,Public Works,Public Works Engineering			4,680	4,506	4,506
501-30-20 - Integrated Waste Mgmt,Public Works,Public Works Engineering			390	30	30
Account 51237 Totals:			12,285	13,446	13,446
Account: 51240 - Workers Compensation Premiums					
101-30-20 - General Fund,Public Works,Public Works Engineering	5,143	4,949	2,163	1,847	1,902
201-30-20 - Gas Tax Fund,Public Works,Public Works Engineering	1,338	3,425	4,825	2,842	2,927
202-30-20 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Engineering			932	852	878
204-30-20 - Measure J-Return to Source Fund,Public Works,Public Works Engineering				1,421	1,463
205-30-20 - Measure J Storm Drain,Public Works,Public Works Engineering			499	852	878
211-30-20 - Street Improvemt & Maint,Public Works,Public Works Engineering			333	284	293
301-30-20 - Capital Improvement Fund,Public Works,Public Works Engineering	4,191	5,783	1,231	682	702
501-30-20 - Integrated Waste Mgmt,Public Works,Public Works Engineering			499	142	146
Account 51240 Totals:	10,671	14,157	10,482	8,922	9,189
Account: 51990 - Salary Savings					
101-30-20 - General Fund,Public Works,Public Works Engineering		-1,618	-269		
201-30-20 - Gas Tax Fund,Public Works,Public Works Engineering			-687		
202-30-20 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Engineering			-123		
205-30-20 - Measure J Storm Drain,Public Works,Public Works Engineering			-67		
211-30-20 - Street Improvemt & Maint,Public Works,Public Works Engineering			-30		
301-30-20 - Capital Improvement Fund,Public Works,Public Works Engineering			-146,984	-143,582	-147,509
501-30-20 - Integrated Waste Mgmt,Public Works,Public Works Engineering			-67		
Account 51990 Totals:		-1,618	-148,227	-143,582	-147,509
Account: 52110 - Collect & Admin Services					
201-30-20 - Gas Tax Fund,Public Works,Public Works Engineering	839	1,213	1,300	1,300	1,300
203-30-20 - Land & Light Assess Distr,Public Works,Public Works Engineering	15,533	15,761	17,000	17,000	17,000
205-30-20 - Measure J Storm Drain,Public Works,Public Works Engineering	11,238	11,390	11,300	11,300	11,300
Account 52110 Totals:	27,609	28,364	29,600	29,600	29,600
Account: 52190 - Miscellaneous Prof Svcs					
101-30-20 - General Fund,Public Works,Public Works Engineering	52,647	17,149	8,000	8,000	8,000
201-30-20 - Gas Tax Fund,Public Works,Public Works		34,416	35,000	35,000	35,000

Engineering					
202-30-20 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Engineering	7,383		10,000	10,000	10,000
221-30-20 - Grants,Public Works,Public Works Engineering		5,787			
Account 52190 Totals:	60,029	57,351	53,000	53,000	53,000
Account: 52230 - Other Technical Services					
101-30-20 - General Fund,Public Works,Public Works Engineering	3,044	3,350	2,000	2,000	2,000
Account: 52240 - Miscellaneous Services					
101-30-20 - General Fund,Public Works,Public Works Engineering	9,401	9,680	7,600	7,600	7,600
Account: 53240 - Landscape/Park Maint Svcs					
101-30-20 - General Fund,Public Works,Public Works Engineering		88			
Account: 53250 - Vehicle & Equip Maint Svc					
101-30-20 - General Fund,Public Works,Public Works Engineering		1,386	800	500	500
Account: 53320 - Vehicle & Equipment Lease					
101-30-20 - General Fund,Public Works,Public Works Engineering			3,000	7,000	7,000
Account: 54210 - Telephone Expenses					
101-30-20 - General Fund,Public Works,Public Works Engineering	1,912	2,127	2,400	2,400	2,400
Account: 54220 - Mobile/Wireless Expenses					
101-30-20 - General Fund,Public Works,Public Works Engineering	3,608	3,612	3,000	3,000	3,000
Account: 54410 - Printing & Binding					
101-30-20 - General Fund,Public Works,Public Works Engineering		20	250	250	250
Account: 54610 - Travel & Training					
101-30-20 - General Fund,Public Works,Public Works Engineering	1,186	542	2,000	2,000	2,000
Account: 54910 - Dues & Subscriptions					
101-30-20 - General Fund,Public Works,Public Works Engineering	1,358	1,541	1,000	1,000	1,000
202-30-20 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Engineering	7,279	7,279	7,300	10,000	10,000
203-30-20 - Land & Light Assess Distr,Public Works,Public Works Engineering	900	900	900	900	900
204-30-20 - Measure J-Return to Source Fund,Public Works,Public Works Engineering	42,772	36,675	42,700	42,700	42,700
Account 54910 Totals:	52,309	46,395	51,900	54,600	54,600
Account: 54920 - Events & Field Trips					
101-30-20 - General Fund,Public Works,Public Works Engineering	18				
Account: 54990 - Other Administrative Svcs					
101-30-20 - General Fund,Public Works,Public Works Engineering		14			
202-30-20 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Engineering	4,189	6,941	15,000	15,000	15,000
Account 54990 Totals:	4,189	6,955	15,000	15,000	15,000
Account: 55110 - General Office Supplies					
101-30-20 - General Fund,Public Works,Public Works Engineering	241	560	1,000	1,000	1,000
Account: 55120 - Postage & Delivery					
101-30-20 - General Fund,Public Works,Public Works Engineering	2,548	1,335	2,000	2,000	2,000
Account: 55130 - Photocopying Charges					
101-30-20 - General Fund,Public Works,Public Works Engineering	1,571	1,063	1,500	1,500	1,500

Account: 55240 - Clothing & Uniform Supply					
101-30-20 - General Fund,Public Works,Public Works Engineering		72			
Account: 56410 - Office Equipment <10K					
101-30-20 - General Fund,Public Works,Public Works Engineering	4,194	474	2,500	2,500	2,500
Account: 56710 - Other Equipment <10K					
101-30-20 - General Fund,Public Works,Public Works Engineering			500	500	500
Account: 59990 101 - Operating Xfer Out-GEN					
204-30-20 - Measure J-Return to Source Fund,Public Works,Public Works Engineering	28,537	29,393			
Account: 59991 101 - Indirect Xfer-GEN					
204-30-20 - Measure J-Return to Source Fund,Public Works,Public Works Engineering			30,275	58,931	60,699
205-30-20 - Measure J Storm Drain,Public Works,Public Works Engineering				70,120	72,224
Account 59991 101 Totals:			30,275	129,051	132,923
Expenditure Grand Totals:	**$800,147**	**$594,489**	**$601,574**	**$703,285**	**$721,487**

Public Works - Environmental Services

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 44010 - Interest Income					
101-10-80 - General Fund,Administration,Environmental Services		$86			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	$529	$1,472	$250	$1,000	$1,000
Account 44010 Totals:	529	1,558	250	1,000	1,000
Account: 45410 - Federal Grant-Operating					
101-10-80 - General Fund,Administration,Environmental Services	15,528				
221-10-80 - Grants,Administration,Environmental Services	172,744	74,782			
Account 45410 Totals:	188,271	74,782			
Account: 45440 - State Grant-Operating					
101-10-80 - General Fund,Administration,Environmental Services		2,581			
221-10-80 - Grants,Administration,Environmental Services		22,227			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	6,654	26,348	16,000	16,000	16,000
Account 45440 Totals:	6,654	51,157	16,000	16,000	16,000
Account: 45460 - Local Agency Grants					
101-10-80 - General Fund,Administration,Environmental Services		3,000			
Account: 46090 - Permit Issuance Fees					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services				3,750	3,750
Account: 46310 - IWM Fees					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	1,554,293	1,607,766	1,742,292	1,877,478	2,027,676
Account: 46320 - Recycling Revenues					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	276,443	209,465	273,000	260,200	260,200
Account: 46321 1 - Recycling Sales-CFL/Flourescent Tubes					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services		1,281		1,500	1,500
Account: 46321 2 - Recycling Sales-Mulch					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services		121		250	250
Account: 46321 3 - Recycling Sales-Compost					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services		662		1,000	1,000
Account: 46321 4 - Recycling Sales-Carpet					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services		315		500	500
Account: 46321 5 - Recycling Sales-Sharps					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services		140		125	125
Account: 46321 6 - Recycling Sales-Miscellaneous					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services		69		125	125

Account: 46321 8 - Recycling Sales-Green Team T-shirts					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services		9			
Account: 46321 9 - Recycling Sales-Event Stands					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services		290		500	500
Account: 48120 - Contributions & Donations					
101-10-80 - General Fund,Administration,Environmental Services	1,105	1,336			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services		1,239		2,500	2,500
Account 48120 Totals:	1,105	2,575		2,500	2,500
Account: 48990 - Other Misc Revenue					
101-10-80 - General Fund,Administration,Environmental Services	191	4,909			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	30,802	33,482	10,822	1,800	1,800
Account 48990 Totals:	30,994	38,391	10,822	1,800	1,800
Account: 49120 - Debt Proceeds					
101-10-80 - General Fund,Administration,Environmental Services		1,595,300			
Account: 49990 203 - Operating Xfer In-LAD					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services					39,000
Revenue Totals	**$2,058,288**	**$3,586,880**	**$2,042,364**	**$2,166,728**	**$2,355,926**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-10-80 - General Fund,Administration,Environmental Services	105,920	104,441			
203-10-80 - Land & Light Assess Distr,Administration,Environmental Services			14,095		
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	437,661	519,576	498,266	514,235	521,448
Account 51110 Totals:	543,581	624,017	512,361	514,235	521,448
Account: 51120 - Part-Time Salaries & Wage					
101-10-80 - General Fund,Administration,Environmental Services		4,493			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	48,169	59,343	26,519	58,408	59,576
Account 51120 Totals:	48,169	63,836	26,519	58,408	59,576
Account: 51140 - Overtime Pay					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	32,691	32,069	20,000	20,000	20,000
Account: 51150 - Special Pay					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	1,000	1,000		1,000	1,000
Account: 51200 - PARS Contribution					
101-10-80 - General Fund,Administration,Environmental Services		63			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	625	735	224	759	774
Account 51200 Totals:	625	798	224	759	774
Account: 51210 - PERS Contributions					
101-10-80 - General Fund,Administration,Environmental Services	28,425	25,741			
203-10-80 - Land & Light Assess Distr,Administration,Environmental Services			3,761		
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	119,084	131,484	134,022	112,682	129,306
Account 51210 Totals:	147,509	157,225	137,783	112,682	129,306

Account: 51220 - FICA/Medicare					
101-10-80 - General Fund,Administration,Environmental Services	8,100	7,896			
203-10-80 - Land & Light Assess Distr,Administration,Environmental Services			1,078		
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	36,771	40,585	40,936	42,390	42,975
Account 51220 Totals:	44,871	48,481	42,014	42,390	42,975
Account: 51230 - Medical & Dental Benefits					
101-10-80 - General Fund,Administration,Environmental Services	15,301	17,463			
203-10-80 - Land & Light Assess Distr,Administration,Environmental Services			6,263		
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	125,682	191,376	194,663	176,295	188,188
Account 51230 Totals:	140,983	208,839	200,926	176,295	188,188
Account: 51235 - Life & LTD Insurance					
203-10-80 - Land & Light Assess Distr,Administration,Environmental Services			164		
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services			5,780	5,266	5,340
Account 51235 Totals:			5,944	5,266	5,340
Account: 51237 - Allowances & Other Benefits					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services			4,290	4,800	4,800
Account: 51240 - Workers Compensation Premiums					
101-10-80 - General Fund,Administration,Environmental Services	2,863	3,950			
203-10-80 - Land & Light Assess Distr,Administration,Environmental Services			932		
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	22,702	27,652	29,348	26,995	27,803
Account 51240 Totals:	25,565	31,602	30,280	26,995	27,803
Account: 51990 - Salary Savings					
203-10-80 - Land & Light Assess Distr,Administration,Environmental Services			(163)		
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services		(4,257)	(4,755)		
Account 51990 Totals:		(4,257)	(4,918)		
Account: 52120 - Legal & Financial Svcs					
101-10-80 - General Fund,Administration,Environmental Services		5,317			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	12,390	53,301			
Account 52120 Totals:	12,390	58,619			
Account: 52190 - Miscellaneous Prof Svcs					
101-10-80 - General Fund,Administration,Environmental Services	1,979	358			
221-10-80 - Grants,Administration,Environmental Services	44,634	26,728			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	135,829	47,324	60,000	7,500	7,500
Account 52190 Totals:	182,441	74,410	60,000	7,500	7,500
Account: 52210 - Lab & Investigative Svcs					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	65	1,058	900	5,000	5,000
Account: 52230 - Other Technical Services					

501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	1,274	1,400	2,000	1,500	1,500
Account: 52240 - Miscellaneous Services					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	10,968	6,205	3,000	60,000	60,000
Account: 53110 - Utilities					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	3,033	8,618	2,000	10,000	10,000
Account: 53230 - Building Maint Services					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	21,298	25,423	3,500	7,500	5,000
Account: 53250 - Vehicle & Equip Maint Svc					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	37,508	88,012	32,500	110,058	112,809
Account: 53910 - Solid Waste Services					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services				8,500	8,500
Account: 53990 - Other Property Services					
221-10-80 - Grants,Administration,Environmental Services	9,356	10,844			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	171	195			
Account 53990 Totals:	9,527	11,039			
Account: 54210 - Telephone Expenses					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	2,130	3,264	4,000	1,785	1,750
Account: 54220 - Mobile/Wireless Expenses					
101-10-80 - General Fund,Administration,Environmental Services	756	720			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	9,940	5,874	7,000	7,000	7,000
Account 54220 Totals:	10,697	6,594	7,000	7,000	7,000
Account: 54310 - Legal Notices & Advertise					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	557	1,988	500	850	850
Account: 54410 - Printing & Binding					
101-10-80 - General Fund,Administration,Environmental Services	3,810	2,885			
221-10-80 - Grants,Administration,Environmental Services	21				
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	20,808	30,205	10,000	8,000	8,713
Account 54410 Totals:	24,638	33,091	10,000	8,000	8,713
Account: 54610 - Travel & Training					
101-10-80 - General Fund,Administration,Environmental Services	2,686	4,379			
221-10-80 - Grants,Administration,Environmental Services	1,230	1,957			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	2,208	505	2,000	2,000	2,000
Account 54610 Totals:	6,124	6,842	2,000	2,000	2,000
Account: 54910 - Dues & Subscriptions					
101-10-80 - General Fund,Administration,Environmental Services	1,474	505			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	2,558	3,043	1,500	2,000	2,000
Account 54910 Totals:	4,032	3,548	1,500	2,000	2,000
Account: 54920 - Events & Field Trips					
101-10-80 - General Fund,Administration,Environmental Services	10,042	5,637			
501-10-80 - Integrated Waste					

Mgmt,Administration,Environmental Services	6,229	7,692	3,000	4,500	4,500
Account 54920 Totals:	16,271	13,329	3,000	4,500	4,500
Account: 55110 - General Office Supplies					
101-10-80 - General Fund,Administration,Environmental Services		15			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	4,035	2,919	1,500	1,500	1,500
Account 55110 Totals:	4,035	2,934	1,500	1,500	1,500
Account: 55120 - Postage & Delivery					
101-10-80 - General Fund,Administration,Environmental Services	1,385	1,727			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	1,714	3,270	2,500	1,500	1,500
Account 55120 Totals:	3,099	4,997	2,500	1,500	1,500
Account: 55130 - Photocopying Charges					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	689	839	700	750	750
Account: 55210 - Fuel					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	67,746	63,647	60,000	63,000	66,150
Account: 55220 - Safety Supplies					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	7,242	4,568	5,000	5,000	5,000
Account: 55230 - Medical Supplies					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services		167			
Account: 55240 - Clothing & Uniform Supply					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	200			3,500	3,500
Account: 55250 - Vehicle & Equip Supplies					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	10,187	9,088	10,000	10,000	10,000
Account: 55290 - Other Operating Supplies					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	9,016				
Account: 55520 - Building Supplies					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	1,998	2,012			
Account: 56410 - Office Equipment <10K					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	7,091	9,873	5,000	1,500	1,500
Account: 56710 - Other Equipment <10K					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	2,071	6,702			
Account: 56910 - Depreciation Expense					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	179,464	242,586			
Account: 58110 1 - Principal Payments-Facilities					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services			228,500	234,200	239,800
Account: 58110 2 - Principal Payments-Equipment					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services			107,319	109,238	111,191
Account: 58120 - Interest Payments					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services	221,575	96,759			
Account: 58120 1 - Interest Payments-Facilities					
501-10-80 - Integrated Waste					

Mgmt,Administration,Environmental Services			78,024	72,419	66,677
Account: 58120 2 - Interest Payments-Equipment					
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services Account: 58220 - Licenses & Permits			12,568	10,650	8,697
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services Account: 58910 - Pass Through Payments				1,500	1,500
221-10-80 - Grants,Administration,Environmental Services Account: 59110 - Loans & Grants	95,830	55,381			
221-10-80 - Grants,Administration,Environmental Services Account: 59990 101 - Operating Xfer Out-GEN	21,723	2,098			
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services Account: 59990 203 - Operating Xfer Out-LAD	302,184	313,086	3,671	3,671	3,671
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services Account: 59990 213 - Operating Xfer Out-Art				78,000	
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services Account: 59990 301 - Operating Xfer Out-CIP				6,000	6,000
101-10-80 - General Fund,Administration,Environmental Services Account: 59991 101 - Indirect Xfer-GEN		1,134,584	456,801		
501-10-80 - Integrated Waste Mgmt,Administration,Environmental Services			323,700	336,648	346,747
Expenditure Grand Totals:	**$2,262,096**	**$3,456,370**	**$2,402,606**	**$2,138,099**	**$2,112,515**

Public Works - Maintenance Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 45410 - Federal Grant-Operating					
221-30-30 - Grants,Public Works,Public Works Maintenance		$55,753			
Account: 45590 - Other State Reimbursement					
101-30-30 - General Fund,Public Works,Public Works Maintenance		8,459	16,000	16,000	16,000
Account: 45790 - Other Local Reimbursement					
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance				10,000	10,000
Account: 46520 - Program Fees					
101-30-30 - General Fund,Public Works,Public Works Maintenance	15,459	8,578	10,000	20,000	15,000
Account: 48990 - Other Misc Revenue					
101-30-30 - General Fund,Public Works,Public Works Maintenance		202			
Account: 49990 203 - Operating Xfer In-LAD					
221-30-30 - Grants,Public Works,Public Works Maintenance		18,585			
Revenue Totals	**$15,459**	**$91,576**	**$26,000**	**$46,000**	**$41,000**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-30-30 - General Fund,Public Works,Public Works Maintenance	$48,135	$44,139	$13,652	$13,896	$14,001
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	172,404	169,685	147,698	63,344	63,835
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	74,090	79,879	66,646	135,066	136,077
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	216,054	219,240	209,358	159,894	162,141
204-30-30 - Measure J-Return to Source Fund,Public Works,Public Works Maintenance				29,233	29,682
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance	62,420	61,793	60,768	126,792	128,225
211-30-30 - Street Improvemt & Maint,Public Works,Public Works Maintenance			21,379	19,218	19,493
221-30-30 - Grants,Public Works,Public Works Maintenance	5,227	128			
501-30-30 - Integrated Waste Mgmt,Public Works,Public Works Maintenance			71,191	72,249	73,440
Account 51110 Totals:	578,330	574,863	590,692	619,692	626,894
Account: 51120 - Part-Time Salaries & Wage					
101-30-30 - General Fund,Public Works,Public Works Maintenance		367			
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance		14,533			
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance		3,655			
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance		15,407	35,000	30,000	30,000
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance		5,456			
Account 51120 Totals:		39,418	35,000	30,000	30,000
Account: 51140 - Overtime Pay					
101-30-30 - General Fund,Public Works,Public Works	1,630	2,313	666	1,020	1,561

Maintenance					
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	6,133	9,805	9,728	3,672	5,618
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	1,591	2,596	1,664	8,160	12,485
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	6,496	10,390	3,507	3,672	5,618
204-30-30 - Measure J-Return to Source Fund,Public Works,Public Works Maintenance				3,264	4,994
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance	2,318	3,743	4,020	12,240	18,727
211-30-30 - Street Improvemt & Maint,Public Works,Public Works Maintenance			1,664	2,652	4,058
501-30-30 - Integrated Waste Mgmt,Public Works,Public Works Maintenance			4,352	6,120	9,364
Account 51140 Totals:	18,167	28,846	25,601	40,800	62,425
Account: 51142 - StraightOT					
101-30-30 - General Fund,Public Works,Public Works Maintenance	1,448	1,448	495	510	
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	5,918	6,154	7,241	1,836	
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	1,557	1,629	1,240	4,080	
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	6,267	6,516	2,610	1,836	
204-30-30 - Measure J-Return to Source Fund,Public Works,Public Works Maintenance				1,632	
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance	2,254	2,353	2,992	6,120	
211-30-30 - Street Improvemt & Maint,Public Works,Public Works Maintenance			1,240	1,326	
501-30-30 - Integrated Waste Mgmt,Public Works,Public Works Maintenance			3,240	3,060	
Account 51142 Totals:	17,443	18,099	19,058	20,400	
Account: 51150 - Special Pay					
101-30-30 - General Fund,Public Works,Public Works Maintenance	210	128	42	25	25
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	884	544	608	90	90
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	234	144	104	200	200
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	936	576	2,219	90	90
204-30-30 - Measure J-Return to Source Fund,Public Works,Public Works Maintenance				80	80
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance	337	208	251	300	300
211-30-30 - Street Improvemt & Maint,Public Works,Public Works Maintenance			104	65	65
501-30-30 - Integrated Waste Mgmt,Public Works,Public Works Maintenance			272	150	150
Account 51150 Totals:	2,600	1,600	3,600	1,000	1,000
Account: 51200 - PARS Contribution					
101-30-30 - General Fund,Public Works,Public Works Maintenance		5			
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance		20			
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance		5			
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance		21	455	390	390
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance		8			
Account 51200 Totals:		60	455	390	390
Account: 51210 - PERS Contributions					
101-30-30 - General Fund,Public Works,Public Works Maintenance	12,993	10,707	3,556	3,048	3,475
201-30-30 - Gas Tax Fund,Public Works,Public Works	47,511	41,007	38,852	13,885	15,835

Maintenance					
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	20,563	19,930	17,237	29,609	33,758
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	59,645	53,695	55,514	35,000	40,166
204-30-30 - Measure J-Return to Source Fund,Public Works,Public Works Maintenance				6,421	7,378
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance	17,228	14,872	15,974	27,834	31,855
211-30-30 - Street Improvemt & Maint,Public Works,Public Works Maintenance			5,668	4,226	4,850
501-30-30 - Integrated Waste Mgmt,Public Works,Public Works Maintenance			18,902	15,853	18,236
Account 51210 Totals:	157,941	140,210	155,703	135,876	155,553
Account: 51220 - FICA/Medicare					
101-30-30 - General Fund,Public Works,Public Works Maintenance	3,812	3,408	1,151	1,231	1,244
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	13,862	14,216	12,829	5,550	5,610
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	5,621	6,097	5,555	11,715	11,825
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	17,014	17,724	17,543	13,263	13,444
204-30-30 - Measure J-Return to Source Fund,Public Works,Public Works Maintenance				2,687	2,733
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance	5,045	5,219	5,270	11,390	11,540
211-30-30 - Street Improvemt & Maint,Public Works,Public Works Maintenance			1,898	1,782	1,810
501-30-30 - Integrated Waste Mgmt,Public Works,Public Works Maintenance			6,315	6,577	6,705
Account 51220 Totals:	45,354	46,664	50,561	54,195	54,911
Account: 51230 - Medical & Dental Benefits					
101-30-30 - General Fund,Public Works,Public Works Maintenance	12,441	13,657	4,276	3,757	4,009
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	46,078	51,835	55,766	16,103	17,182
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	21,820	27,481	22,995	44,750	47,763
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	60,010	70,511	67,579	63,444	67,731
204-30-30 - Measure J-Return to Source Fund,Public Works,Public Works Maintenance				11,482	12,253
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance	16,527	18,558	22,943	45,647	48,721
211-30-30 - Street Improvemt & Maint,Public Works,Public Works Maintenance			8,908	8,454	9,025
501-30-30 - Integrated Waste Mgmt,Public Works,Public Works Maintenance			26,287	24,892	26,553
Account 51230 Totals:	156,877	182,043	208,754	218,529	233,237
Account: 51235 - Life & LTD Insurance					
101-30-30 - General Fund,Public Works,Public Works Maintenance			158	142	143
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance			1,713	649	654
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance			773	1,383	1,393
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance			2,429	1,637	1,660
204-30-30 - Measure J-Return to Source Fund,Public Works,Public Works Maintenance				299	304
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance			705	1,298	1,313
211-30-30 - Street Improvemt & Maint,Public Works,Public Works Maintenance			248	197	200

501-30-30 - Integrated Waste Mgmt,Public Works,Public Works Maintenance			826	740	752
Account 51235 Totals:			6,852	6,345	6,419
Account: 51237 - Allowances & Other Benefits					
101-30-30 - General Fund,Public Works,Public Works Maintenance			195	210	210
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance			975	1,029	1,029
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance			2,106	3,045	3,045
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance			3,120	2,199	2,199
204-30-30 - Measure J-Return to Source Fund,Public Works,Public Works Maintenance				48	48
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance			429	1,194	1,194
211-30-30 - Street Improvemt & Maint,Public Works,Public Works Maintenance				39	39
501-30-30 - Integrated Waste Mgmt,Public Works,Public Works Maintenance				90	90
Account 51237 Totals:			6,825	7,854	7,854
Account: 51240 - Workers Compensation Premiums					
101-30-30 - General Fund,Public Works,Public Works Maintenance	1,763	2,478	599	497	512
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	9,091	9,579	7,720	2,273	2,341
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	5,236	4,117	3,211	5,399	5,561
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	10,824	15,142	9,001	2,842	2,927
204-30-30 - Measure J-Return to Source Fund,Public Works,Public Works Maintenance				1,421	1,463
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance	2,473	3,487	3,144	5,427	5,590
211-30-30 - Street Improvemt & Maint,Public Works,Public Works Maintenance			1,248	923	951
501-30-30 - Integrated Waste Mgmt,Public Works,Public Works Maintenance			4,193	3,552	3,658
Account 51240 Totals:	29,387	34,804	29,116	22,334	23,003
Account: 51990 - Salary Savings					
101-30-30 - General Fund,Public Works,Public Works Maintenance		-3,222	-61		
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance			-994		
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance			-215		
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance			-155,356	-159,350	-167,063
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance			-398		
211-30-30 - Street Improvemt & Maint,Public Works,Public Works Maintenance			-183		
501-30-30 - Integrated Waste Mgmt,Public Works,Public Works Maintenance			-655		
Account 51990 Totals:		-3,222	-157,862	-159,350	-167,063
Account: 52190 - Miscellaneous Prof Svcs					
101-30-30 - General Fund,Public Works,Public Works Maintenance		249			
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	6,840	280			
221-30-30 - Grants,Public Works,Public Works Maintenance		74,338			
Account 52190 Totals:	6,840	74,867			
Account: 52210 - Lab & Investigative Svcs					
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	263				
Account: 52230 - Other Technical Services					

101-30-30 - General Fund,Public Works,Public Works Maintenance	7,747	2,270	2,500	2,500	2,500
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	681	900	4,200	1,500	1,500
Account 52230 Totals:	8,428	3,170	6,700	4,000	4,000
Account: 52240 - Miscellaneous Services					
101-30-30 - General Fund,Public Works,Public Works Maintenance	9,501	8,269	8,100	8,100	8,100
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	11				
Account 52240 Totals:	9,511	8,269	8,100	8,100	8,100
Account: 53110 - Utilities					
101-30-30 - General Fund,Public Works,Public Works Maintenance	127,887	152,617	93,000	113,000	113,000
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	45,709	38,171	92,000	96,600	96,600
Account 53110 Totals:	173,596	190,788	185,000	209,600	209,600
Account: 53120 - Utilities-Street Light					
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	2,887	2,893	3,300	108,300	108,300
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	213,581	184,564	220,000	42,000	42,000
204-30-30 - Measure J-Return to Source Fund,Public Works,Public Works Maintenance				84,000	84,000
Account 53120 Totals:	216,468	187,456	223,300	234,300	234,300
Account: 53130 - Utilities-Sign/Signal					
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	15,766	16,382	16,000	16,000	16,000
Account: 53210 - Infrastructure Maint Svc					
101-30-30 - General Fund,Public Works,Public Works Maintenance	525		40,000	100,000	100,000
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	18,124	11,564	25,000	25,000	25,000
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	100,580	98,216	100,000		
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	8,044	18,329	18,000	18,000	18,000
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance			10,000	30,000	30,000
Account 53210 Totals:	127,274	128,109	193,000	173,000	173,000
Account: 53220 - Sign & Signal Maint Svc					
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	35,651	13,774	33,000	33,000	33,000
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance		183			
Account 53220 Totals:	35,651	13,958	33,000	33,000	33,000
Account: 53230 - Building Maint Services					
101-30-30 - General Fund,Public Works,Public Works Maintenance	35,395	66,188	30,000	50,000	50,000
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	22,232	32,002		30,000	
Account 53230 Totals:	57,627	98,191	30,000	80,000	50,000
Account: 53240 - Landscape/Park Maint Svcs					
101-30-30 - General Fund,Public Works,Public Works Maintenance	1,301	684		75,000	100,000
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance		845			
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	234,577	329,631	350,000	89,000	210,000
221-30-30 - Grants,Public Works,Public Works Maintenance		2,608			
Account 53240 Totals:	235,878	333,768	350,000	164,000	310,000

Account: 53240 1 - Landscape Maintenance Contracts					
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance				146,000	
Account: 53250 - Vehicle & Equip Maint Svc					
101-30-30 - General Fund,Public Works,Public Works Maintenance	16,015	14,092	12,000	12,000	12,000
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance		434			
Account 53250 Totals:	16,015	14,526	12,000	12,000	12,000
Account: 53260 - Janitorial Services					
101-30-30 - General Fund,Public Works,Public Works Maintenance	52,858	52,476	14,000	14,000	14,000
Account: 53290 - Miscellaneous R&M Svcs					
101-30-30 - General Fund,Public Works,Public Works Maintenance	1,500	4,639	3,000	3,000	3,000
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	8,089	8,677	8,100		
Account 53290 Totals:	9,590	13,316	11,100	3,000	3,000
Account: 53320 - Vehicle & Equipment Lease					
101-30-30 - General Fund,Public Works,Public Works Maintenance	2,138	208	1,000	1,000	1,000
Account: 53910 - Solid Waste Services					
101-30-30 - General Fund,Public Works,Public Works Maintenance	1,025		20,000	35,000	35,000
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	37,497	35,103	40,000		
Account 53910 Totals:	38,522	35,103	60,000	35,000	35,000
Account: 53990 - Other Property Services					
101-30-30 - General Fund,Public Works,Public Works Maintenance	10,773	11,617	13,300	13,300	13,300
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	948	3,051	4,000		
Account 53990 Totals:	11,721	14,668	17,300	13,300	13,300
Account: 54210 - Telephone Expenses					
101-30-30 - General Fund,Public Works,Public Works Maintenance	9,774	11,530	10,000	10,000	10,000
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	78				
Account 54210 Totals:	9,852	11,530	10,000	10,000	10,000
Account: 54220 - Mobile/Wireless Expenses					
101-30-30 - General Fund,Public Works,Public Works Maintenance	26,961	10,865	14,000	14,000	14,000
Account: 54410 - Printing & Binding					
101-30-30 - General Fund,Public Works,Public Works Maintenance		166			
Account: 54610 - Travel & Training					
101-30-30 - General Fund,Public Works,Public Works Maintenance	1,919	3,963	3,500	3,500	3,500
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance		305			
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	260	513	1,000	2,000	2,000
Account 54610 Totals:	2,179	4,781	4,500	5,500	5,500
Account: 54910 - Dues & Subscriptions					
101-30-30 - General Fund,Public Works,Public Works Maintenance	361	663	800	800	800
Account: 54920 - Events & Field Trips					
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance				250	250
Account: 54990 - Other Administrative Svcs					
101-30-30 - General Fund,Public Works,Public Works Maintenance	1,670				
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	532	198			

203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	85	151			
Account 54990 Totals:	2,287	349			
Account: 55110 - General Office Supplies					
101-30-30 - General Fund,Public Works,Public Works Maintenance	2,064	2,944	2,300	2,300	2,300
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	2				
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance		115			
Account 55110 Totals:	2,066	3,059	2,300	2,300	2,300
Account: 55120 - Postage & Delivery					
101-30-30 - General Fund,Public Works,Public Works Maintenance	241	108	200	200	200
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance		8			
Account 55120 Totals:	241	115	200	200	200
Account: 55130 - Photocopying Charges					
101-30-30 - General Fund,Public Works,Public Works Maintenance	614	572	800	800	800
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	77	39			
Account 55130 Totals:	691	611	800	800	800
Account: 55210 - Fuel					
101-30-30 - General Fund,Public Works,Public Works Maintenance	18,380	17,362	15,000	15,000	15,000
Account: 55220 - Safety Supplies					
101-30-30 - General Fund,Public Works,Public Works Maintenance	4,122	3,324	3,500	3,500	3,500
Account: 55250 - Vehicle & Equip Supplies					
101-30-30 - General Fund,Public Works,Public Works Maintenance	3,002	4,957	2,500	2,500	2,500
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance		62			
Account 55250 Totals:	3,002	5,019	2,500	2,500	2,500
Account: 55290 - Other Operating Supplies					
101-30-30 - General Fund,Public Works,Public Works Maintenance	1,777	2,156	1,500	1,500	1,500
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	144				
Account 55290 Totals:	1,921	2,156	1,500	1,500	1,500
Account: 55510 - Infrastructure Supplies					
101-30-30 - General Fund,Public Works,Public Works Maintenance	4,713	401			
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	21,089	35,581	30,000		
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	1,323	88	5,000		
204-30-30 - Measure J-Return to Source Fund,Public Works,Public Works Maintenance				30,000	30,000
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance	2,035	3,636	10,000	15,000	15,000
Account 55510 Totals:	29,161	39,706	45,000	45,000	45,000
Account: 55520 - Building Supplies					
101-30-30 - General Fund,Public Works,Public Works Maintenance	8,378	12,767	10,000	10,000	10,000
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	2,538	2,648	3,000	3,000	3,000
Account 55520 Totals:	10,917	15,415	13,000	13,000	13,000
Account: 55530 - Landscape & Park Supplies					
101-30-30 - General Fund,Public Works,Public Works	43				

Maintenance					
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	3	1,922			
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	47,314	44,610	44,000	43,000	43,000
221-30-30 - Grants,Public Works,Public Works Maintenance	13,178				
Account 55530 Totals:	60,537	46,531	44,000	43,000	43,000
Account: 56410 - Office Equipment <10K					
101-30-30 - General Fund,Public Works,Public Works Maintenance	3,131	1,131	1,000	1,000	1,000
Account: 56610 - Heavy Equipment <10K					
101-30-30 - General Fund,Public Works,Public Works Maintenance	3,820				
Account: 56710 - Other Equipment <10K					
101-30-30 - General Fund,Public Works,Public Works Maintenance	43	2,000	2,000	2,000	2,000
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	385				
Account 56710 Totals:	429	2,000	2,000	2,000	2,000
Account: 56720 - Other Equipment >10K					
221-30-30 - Grants,Public Works,Public Works Maintenance		81,000			
Account: 56910 - Depreciation Expense					
601-30-30 - Vehicle/Equip Replacement,Public Works,Public Works Maintenance	375,557	216,748			
Account: 58220 - Licenses & Permits					
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance				7,500	
Account: 59990 101 - Operating Xfer Out-GEN					
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance	102,597	105,675			
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance	103,535	106,641			
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance	138,431	142,584			
Account 59990 101 Totals:	344,563	354,900			
Account: 59990 202 - Operating Xfer Out-NPDS					
205-30-30 - Measure J Storm Drain,Public Works,Public Works Maintenance				57,000	
Account: 59990 205 - Operating Xfer Out-StrmDrn					
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance					28,500
Account: 59990 221 - OperatingXout-GRNTS					
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance		18,585			
Account: 59990 301 - Operating Xfer Out-CIP					
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance					41,500
Account: 59990 501 - Operating Xfer Out-IWM					
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance					39,000
Account: 59991 101 - Indirect Xfer-GEN					
201-30-30 - Gas Tax Fund,Public Works,Public Works Maintenance			108,845	94,778	97,621
202-30-30 - Nat'l Pollut Dis Elim Sys,Public Works,Public Works Maintenance			109,840	68,866	70,932
203-30-30 - Land & Light Assess Distr,Public Works,Public Works Maintenance			146,861	150,445	154,958
Account 59991 101 Totals:			365,546	314,089	323,511
Expenditure Grand Totals:	**$2,924,423**	**$3,084,654**	**$2,660,501**	**$2,683,304**	**$2,743,784**

Recreation - Administration Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY2013-14 Amended	FY2014-15 Adopted	FY2015-16 Adopted
Revenue					
Account: 46520 - Program Fees					
101-50-10 - General Fund,Recreation,Recreation-Admin	$64,969	$58,119	$68,000	$63,000	$70,000
Account: 46541 - Field Maintenance Fees					
101-50-10 - General Fund,Recreation,Recreation-Admin	25,519	24,267	14,000	16,000	16,650
Account: 46542 - Restroom Key Fees					
101-50-10 - General Fund,Recreation,Recreation-Admin	4,828	5,158	5,000	5,200	5,400
Account: 46543 - Tennis Permit Fees					
101-50-10 - General Fund,Recreation,Recreation-Admin	7,606	10,233	9,800	11,800	12,000
Account: 48990 - Other Misc Revenue					
101-50-10 - General Fund,Recreation,Recreation-Admin	56	-321			
Revenue Totals	**$102,978**	**$97,456**	**$96,800**	**$96,000**	**$104,050**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-50-10 - General Fund,Recreation,Recreation-Admin	$168,720	$186,807	$168,065	$180,917	$181,929
Account: 51120 - Part-Time Salaries & Wage					
101-50-10 - General Fund,Recreation,Recreation-Admin	21,592	10,136	14,000	14,280	14,566
Account: 51140 - Overtime Pay					
101-50-10 - General Fund,Recreation,Recreation-Admin	41	72	500	510	520
Account: 51150 - Special Pay					
101-50-10 - General Fund,Recreation,Recreation-Admin	1,000				
Account: 51200 - PARS Contribution					
101-50-10 - General Fund,Recreation,Recreation-Admin		5	182	186	189
Account: 51210 - PERS Contributions					
101-50-10 - General Fund,Recreation,Recreation-Admin	46,390	43,124	43,466	39,566	45,027
Account: 51220 - FICA/Medicare					
101-50-10 - General Fund,Recreation,Recreation-Admin	14,648	14,636	12,638	13,318	13,401
Account: 51230 - Medical & Dental Benefits					
101-50-10 - General Fund,Recreation,Recreation-Admin	25,965	22,713	19,249	18,639	19,902
Account: 51235 - Life & LTD Insurance					
101-50-10 - General Fund,Recreation,Recreation-Admin			1,911	1,782	1,792
Account: 51237 - Allowances & Other Benefits					
101-50-10 - General Fund,Recreation,Recreation-Admin			3,900	3,900	3,900
Account: 51240 - Workers Compensation Premiums					
101-50-10 - General Fund,Recreation,Recreation-Admin	6,870	6,320	6,655	5,683	5,854
Account: 51990 - Salary Savings					

101-50-10 - General Fund,Recreation,Recreation-Admin Account: 52110 - Collect & Admin Services		-838	-734		
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 52190 - Miscellaneous Prof Svcs			1,000	1,000	1,000
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 52230 - Other Technical Services	14,389	13,316	17,000	20,000	22,000
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 52240 - Miscellaneous Services	414	1,282	6,000	4,000	5,000
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 53110 - Utilities	400		1,000	1,000	1,000
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 53230 - Building Maint Services	73,500	87,016	43,697	32,000	33,000
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 53240 - Landscape/Park Maint Svcs	13,627	12,602	14,000	15,000	15,000
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 53250 - Vehicle & Equip Maint Svc		1,755	500	1,000	1,000
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 53260 - Janitorial Services	11,022	4,145	9,000	10,000	10,000
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 53290 - Miscellaneous R&M Svcs	340	851	1,000	1,000	1,000
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 53310 - Land & Building Lease	10				
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 53320 - Vehicle & Equipment Lease					
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 53330 - Vehic Replcmt Rental Chrg				7,300	7,300
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 53990 - Other Property Services					
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 54210 - Telephone Expenses	10,357	11,531	12,000	12,000	12,000
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 54220 - Mobile/Wireless Expenses	12,437	16,776	13,000	16,000	16,000
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 54230 - Internet Services	4,826	3,193	4,000	4,000	4,000
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 54310 - Legal Notices & Advertise	1,309	1,424	1,500	1,500	1,600
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 54410 - Printing & Binding		75	500	1,000	1,000
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 54610 - Travel & Training	23,255	20,400	22,000	25,000	25,000
101-50-10 - General Fund,Recreation,Recreation-Admin Account: 54910 - Dues & Subscriptions	308	1,318	4,000	5,000	5,000
101-50-10 - General Fund,Recreation,Recreation-	1,089	972	1,000	1,500	1,500

Admin					
Account: 54920 - Events & Field Trips					
101-50-10 - General Fund,Recreation,Recreation-Admin	82,149	89,742	85,000	85,000	85,000
Account: 54990 - Other Administrative Svcs					
101-50-10 - General Fund,Recreation,Recreation-Admin	2,984	6,506	3,000	6,000	6,000
Account: 55110 - General Office Supplies					
101-50-10 - General Fund,Recreation,Recreation-Admin	6,268	6,568	6,000	6,000	6,000
Account: 55120 - Postage & Delivery					
101-50-10 - General Fund,Recreation,Recreation-Admin	13,562	16,128	17,000	15,000	18,000
Account: 55130 - Photocopying Charges					
101-50-10 - General Fund,Recreation,Recreation-Admin	1,533	1,660	2,000	2,000	2,000
Account: 55210 - Fuel					
101-50-10 - General Fund,Recreation,Recreation-Admin	2,318	2,014	2,000	2,000	2,000
Account: 55230 - Medical Supplies					
101-50-10 - General Fund,Recreation,Recreation-Admin	292				
Account: 55240 - Clothing & Uniform Supply					
101-50-10 - General Fund,Recreation,Recreation-Admin		200			
Account: 55290 - Other Operating Supplies					
101-50-10 - General Fund,Recreation,Recreation-Admin	-632	3,223	4,500	5,000	5,000
Account: 55520 - Building Supplies					
101-50-10 - General Fund,Recreation,Recreation-Admin	3,555	3,203			
Account: 55590 - Other Maintenance Supply					
101-50-10 - General Fund,Recreation,Recreation-Admin	270	225			
Account: 56410 - Office Equipment <10K					
101-50-10 - General Fund,Recreation,Recreation-Admin	1,336	2,040		25,600	22,600
Account: 56710 - Other Equipment <10K					
101-50-10 - General Fund,Recreation,Recreation-Admin		3,014	2,000	3,000	5,000
Account: 56720 - Other Equipment >10K					
221-50-10 - Grants,Recreation,Recreation-Admin		15,000			
Account: 58220 - Licenses & Permits					
101-50-10 - General Fund,Recreation,Recreation-Admin		327			
Account: 58250 - Cash Over/Short					
101-50-10 - General Fund,Recreation,Recreation-Admin	-628	426			
Account: 58920 - Bank & Credit Card Fees					
101-50-10 - General Fund,Recreation,Recreation-Admin	47,139	63,492	50,000	64,000	65,000
Account: 59990 301 - Operating Xfer Out-CIP					
101-50-10 - General Fund,Recreation,Recreation-Admin	22,600	22,600	22,600		
Expenditure Grand Totals:	**$635,255**	**$695,999**	**$615,129**	**$650,681**	**$666,080**

Recreation - Adult/Community Services Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 44221 - Rentals-Comm Center					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	$47,097	$53,224	$50,000	$55,000	$57,000
Account: 44222 - Rentals-Field Reserv					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	48,721	44,941	50,000	46,000	47,000
Account: 44223 - Rentals-Clubhouse					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	21,567	27,167	22,000	31,000	33,000
Account: 44224 - Rentals-Picnic					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	15,561	18,220	17,000	20,000	21,000
Account: 44226 - Rentals-Tennis Crt					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	25,672	27,017	28,000	31,000	32,000
Account: 46520 - Program Fees					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty		-50			
Account: 46530 - Training/Class Fees					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty		-19			
Account: 46531 - General Activities					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	130,607	125,177	128,000	128,000	132,000
Account: 46533 - Special Programs					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty			1,500	1,500	1,500
Account: 46534 - Sports Programs					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty			4,000		
Revenue Totals	**$289,224**	**$295,676**	**$300,500**	**$312,500**	**$323,500**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	$58,899	$78,522	$56,559	$56,488	$57,280
203-50-50 - Land & Light Assess Distr,Recreation,Recreation-Adult/Commnty	36,674	36,674			
Account 51110 Totals:	95,572	115,196	56,559	56,488	57,280
Account: 51120 - Part-Time Salaries & Wage					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	34,238	33,302	19,000	19,380	19,768
203-50-50 - Land & Light Assess Distr,Recreation,Recreation-Adult/Commnty	3,666	181			
Account 51120 Totals:	37,904	33,484	19,000	19,380	19,768
Account: 51140 - Overtime Pay					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	548	685	700	714	728
203-50-50 - Land & Light Assess Distr,Recreation,Recreation-Adult/Commnty		141			
Account 51140 Totals:	548	826	700	714	728
Account: 51150 - Special Pay					
203-50-50 - Land & Light Assess Distr,Recreation,Recreation-Adult/Commnty	1,000	1,000			

Account: 51200 - PARS Contribution					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	494	417	247	252	257
Account: 51210 - PERS Contributions					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	15,654	20,682	14,879	12,354	14,177
203-50-50 - Land & Light Assess Distr,Recreation,Recreation-Adult/Commnty	10,398	10,236			
Account 51210 Totals:	26,052	30,918	14,879	12,354	14,177
Account: 51220 - FICA/Medicare					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	5,271	6,803	4,893	4,896	4,975
203-50-50 - Land & Light Assess Distr,Recreation,Recreation-Adult/Commnty	3,423	3,438			
Account 51220 Totals:	8,693	10,241	4,893	4,896	4,975
Account: 51230 - Medical & Dental Benefits					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	19,154	28,427	16,575	16,728	17,849
203-50-50 - Land & Light Assess Distr,Recreation,Recreation-Adult/Commnty	14,126	16,781			
Account 51230 Totals:	33,280	45,208	16,575	16,728	17,849
Account: 51235 - Life & LTD Insurance					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty			656	578	587
Account: 51237 - Allowances & Other Benefits					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty			975	975	975
Account: 51240 - Workers Compensation Premiums					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	2,862	5,530	3,327	2,842	2,927
203-50-50 - Land & Light Assess Distr,Recreation,Recreation-Adult/Commnty	2,290	3,160			
Account 51240 Totals:	5,153	8,690	3,327	2,842	2,927
Account: 51990 - Salary Savings					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty		-579	-667		
Account: 52250 - Instructor Services					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	87,210	82,583	75,000	70,000	78,000
Account: 53230 - Building Maint Services					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	1,428	3,716	2,500	2,500	2,500
Account: 53250 - Vehicle & Equip Maint Svc					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	9	1,749	1,500	1,500	1,500
Account: 54210 - Telephone Expenses					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	4,177	4,639	4,000	5,000	5,000
Account: 54220 - Mobile/Wireless Expenses					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	1,100	1,014	1,000	1,200	1,200
Account: 54610 - Travel & Training					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty			1,000	1,500	1,500
Account: 54910 - Dues & Subscriptions					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty		165			
Account: 54920 - Events & Field Trips					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	947	1,805	2,000	2,000	2,000

Account: 55110 - General Office Supplies					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	315	104	500	500	500
Account: 55120 - Postage & Delivery					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	1	141			
Account: 55130 - Photocopying Charges					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	1,445	1,578	1,500	1,600	1,700
Account: 55220 - Safety Supplies					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty		400			
Account: 55290 - Other Operating Supplies					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	1,724	4,891	4,000	5,000	5,500
Account: 55520 - Building Supplies					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	3,905	2,025			
Account: 56410 - Office Equipment <10K					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty	80				
Account: 56710 - Other Equipment <10K					
101-50-50 - General Fund,Recreation,Recreation-Adult/Commnty		4,981	8,000	5,000	5,000
Expenditure Grand Totals:	**$311,036**	**$355,189**	**$218,144**	**$211,007**	**$223,923**

Recreation - Aquatics Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Account: 44227 - Rentals-Swim Ctr					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	$20,071	$29,133	$25,000	$32,000	$33,000
Account: 44228 - Rental-Schools					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	13,370	26,879	15,000	28,000	28,840
Account: 46520 - Program Fees					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	40,467	40,489	45,000	42,000	43,260
Account: 46525 - Recreation Swim					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	70,364	83,313	72,000	85,000	87,550
Account: 46526 - Lap Swim					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	160,427	139,882	175,000	150,000	165,000
Account: 46526 1 - Water Aerobics					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	27,403	33,152	32,000	35,000	36,500
Account: 46527 - Swim Teams					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	71,032	68,788	72,000	70,000	72,100
Account: 46527 1 - Swim Team ECHS					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	2,000		2,100	2,184	2,250
Account: 46530 - Training/Class Fees					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	9,194	12,420	12,000	14,000	14,500
Account: 46537 - Lesson Fees					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	185,943	197,236	210,000	200,000	215,000
Account: 46550 - Taxable Sales					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	1,836	1,801	2,500	2,000	2,060
Account: 48120 - Contributions & Donations					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	160	37	200	200	200
Account: 48990 - Other Misc Revenue					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	13,992	3,451	5,000	4,000	4,120
Revenue Totals	**$616,259**	**$636,580**	**$667,800**	**$664,384**	**$704,380**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	$137,308	$133,176	$115,749	$113,258	$114,169
Account: 51120 - Part-Time Salaries & Wage					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	362,525	350,685	311,578	346,800	353,736
Account: 51140 - Overtime Pay					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	632	584	500	510	520
Account: 51142 - StraightOT					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	172	52			
Account: 51150 - Special Pay					

101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 51200 - PARS Contribution	804		800		
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 51210 - PERS Contributions	4,024	3,507	3,038	4,508	4,599
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 51220 - FICA/Medicare	54,897	75,744	51,071	24,769	28,257
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 51230 - Medical & Dental Benefits	19,227	20,560	18,600	14,030	14,201
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 51235 - Life & LTD Insurance	50,279	50,478	44,298	45,392	48,440
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 51237 - Allowances & Other Benefits			1,343	1,160	1,169
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 51240 - Workers Compensation Premiums			3,900	3,900	3,900
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 51990 - Salary Savings	5,267	7,268	6,655	5,683	5,854
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 52110 - Collect & Admin Services		-3,666	-4,111		
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 52190 - Miscellaneous Prof Svcs					
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 52250 - Instructor Services	16,270	33,845	20,000	28,000	29,000
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 53110 - Utilities	59	650	1,000	1,000	1,000
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 53230 - Building Maint Services	54,288	50,305	13,130	32,000	33,000
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 53250 - Vehicle & Equip Maint Svc	1,491	2,676	5,000	4,000	5,000
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 53290 - Miscellaneous R&M Svcs	117				
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 53310 - Land & Building Lease	5,282	47	3,000	2,000	2,000
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 53320 - Vehicle & Equipment Lease					
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 53330 - Vehic Replcmt Rental Chrg					
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 53990 - Other Property Services					
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 54210 - Telephone Expenses	4,977	5,669	6,000	12,000	12,000
101-50-30 - General Fund,Recreation,Recreation-Swim Center Account: 54220 - Mobile/Wireless Expenses	2,720	2,020	2,400	2,400	2,400
101-50-30 - General Fund,Recreation,Recreation-	1,148	957	800	900	900

Swim Center					
Account: 54610 - Travel & Training					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	605	1,944	2,500	2,500	2,500
Account: 54910 - Dues & Subscriptions					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	445	424			
Account: 54920 - Events & Field Trips					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	11,401	10,582	12,000	12,000	12,000
Account: 55110 - General Office Supplies					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	133	122	500	500	500
Account: 55120 - Postage & Delivery					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	212	186	500	500	500
Account: 55130 - Photocopying Charges					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	1,349	1,578	1,500	1,600	1,600
Account: 55140 - Recognition-EE/Volunteer					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	435	274	1,000	1,000	1,000
Account: 55210 - Fuel					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	2,244	1,939	1,800	2,000	2,000
Account: 55230 - Medical Supplies					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	470	165	600	600	600
Account: 55240 - Clothing & Uniform Supply					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	4,735		4,000	4,000	4,000
Account: 55290 - Other Operating Supplies					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	30,935	17,985	25,000	20,000	22,000
Account: 55295 - Chemicals					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	48,641	37,318	45,000	40,000	42,000
Account: 55520 - Building Supplies					
101-50-30 - General Fund,Recreation,Recreation-Swim Center	3,531	3,483			
Account: 55590 - Other Maintenance Supply					
101-50-30 - General Fund,Recreation,Recreation-Swim Center		260	2,000	2,000	2,000
Account: 56710 - Other Equipment <$10K					
101-50-30 - General Fund,Recreation,Recreation-Swim Center			4,000	4,000	4,000
Account: 58220 - Licenses & Permits					
101-50-30 - General Fund,Recreation,Recreation-Swim Center				1,400	1,500
Expenditure Grand Totals:	**$826,625**	**$810,819**	**$705,151**	**$734,410**	**$756,345**

Recreation - Childcare Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 46520 - Program Fees					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	$34,133	$57,100	$60,000	$60,000	$62,000
Account: 46521 1 - Teeter Tots Fees					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	119,863	126,271	125,000	128,500	130,000
Account: 46521 10 - Portola After School					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	-	130,000	125,693	128,000
Account: 46521 2 - Casa Cerrito Preschool					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	196,673	171,888	195,000	200,000	206,000
Account: 46521 3 - Harding Childcare					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	267,713	172,432	215,000	145,000	150,000
Account: 46521 4 - Castro Childcare					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	386	-	-	-	-
Account: 46521 5 - Madera Childcare					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	447,374	456,208	450,000	510,000	525,300
Account: 46521 6 - Fairmount Childcare					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	211,343	228,417	230,000	228,000	235,000
Account: 46521 7 - Harding Child AM					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	35,574	42,376	45,000	46,515	48,375
Account: 46521 9 - Fairmount Child AM					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	26,966	86,484	85,000	67,000	70,000
Account: 46522 1 - Arlington Daycamp					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	52,426	62,325	55,000	68,000	71,000
Account: 46522 2 - Daycamp VIP					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	8,315	6,006	10,000	6,000	6,200
Account: 46522 3 - Harding Daycamp					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	47,007	40,906	60,000	53,000	54,590
Account: 46522 4 - Castro Daycamp					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	8,078	(77)	-	-	-
Account: 46522 5 - Enrichment Programs					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	(193)	-	-	12,000	13,000
Account: 46522 6 - Fairmount Daycamp					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	57,178	69,038	60,000	75,000	77,500
Account: 46522 7 - Excursions Daycamp					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	580	-	1,200	-	-
Account: 46522 8 - Pee Wee Daycamp					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	3	-	-	-	-
Account: 48120 - Contributions & Donations					
101-50-20 - General Fund,Recreation,Recreation-	-	-	-	-	-

Chldcr Admin					
Account: 48990 - Other Misc Revenue					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	(60,420)	(2,987)	-	-	-
Revenue Totals	**$1,453,000**	**$1,516,386**	**$1,721,200**	**$1,724,708**	**$1,776,965**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	$422,507	$372,695	$412,143	$420,115	$427,163
Account: 51120 - Part-Time Salaries & Wage					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	462,188	485,093	503,000	479,400	488,988
Account: 51140 - Overtime Pay					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	3,381	5,213	4,400	4,488	4,578
Account: 51142 - StraightOT					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	515	248	-	-	-
Account: 51150 - Special Pay					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	5,522	4,346	4,600	4,000	4,000
Account: 51200 - PARS Contribution					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	4,590	4,671	4,839	6,232	6,357
Account: 51210 - PERS Contributions					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	158,984	142,792	145,366	92,885	106,861
Account: 51220 - FICA/Medicare					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	49,168	46,385	47,938	38,253	38,968
Account: 51230 - Medical & Dental Benefits					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	112,648	103,810	128,971	131,646	140,471
Account: 51235 - Life & LTD Insurance					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	-	4,781	4,302	4,374
Account: 51237 - Allowances & Other Benefits					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	-	3,900	4,500	4,500
Account: 51240 - Workers Compensation Premiums					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	20,609	28,442	26,620	22,732	23,414
Account: 51990 - Salary Savings					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	(8,190)	(70,851)	(61,343)	(64,420)
Account: 52110 - Collect & Admin Services					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	1,540	-	-	-
Account: 52190 - Miscellaneous Prof Svcs					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	220	500	500	500
Account: 52250 - Instructor Services					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	3,418	-	1,000	1,000	1,000
Account: 53110 - Utilities					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	8,970	8,577	9,000	9,000	9,500
Account: 53230 - Building Maint Services					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	209	460	-	-	-

Account: 53250 - Vehicle & Equip Maint Svc					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 53990 - Other Property Services	4,282	4,445	5,000	3,000	3,000
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 54210 - Telephone Expenses	694	678	1,100	1,100	1,100
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 54220 - Mobile/Wireless Expenses	1,240	858	1,400	1,000	1,000
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 54310 - Legal Notices & Advertise	2,059	1,604	1,500	1,800	1,800
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 54610 - Travel & Training	-	423	1,000	1,200	1,200
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 54910 - Dues & Subscriptions	85	1,994	4,500	4,500	4,500
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 54920 - Events & Field Trips	447	899	1,000	1,200	1,200
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 54990 - Other Administrative Svcs	16,589	20,051	16,000	23,000	23,000
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 55110 - General Office Supplies	-	199	-	-	-
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 55120 - Postage & Delivery	1,436	1,587	2,000	1,600	2,000
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 55130 - Photocopying Charges	643	1,072	1,000	1,000	1,000
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 55210 - Fuel	1,182	1,333	1,500	1,500	1,500
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 55290 - Other Operating Supplies	2,337	1,939	2,500	2,500	2,500
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 55520 - Building Supplies	39,569	43,303	40,000	32,000	37,000
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 56410 - Office Equipment <10K	3,019	2,902	-	-	-
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 56710 - Other Equipment <10K	128	-	-	-	-
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	3,873	5,000	3,000	4,000
Expenditure Grand Totals:	**$1,326,419**	**$1,283,461**	**$1,309,707**	**$1,236,110**	**$1,281,054**

Recreation - Childcare Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 46520 - Program Fees					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	$34,133	$57,100	$60,000	$60,000	$62,000
Account: 46521 1 - Teeter Tots Fees					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	119,863	126,271	125,000	128,500	130,000
Account: 46521 10 - Portola After School					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	-	130,000	125,693	128,000
Account: 46521 2 - Casa Cerrito Preschool					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	196,673	171,888	195,000	200,000	206,000
Account: 46521 3 - Harding Childcare					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	267,713	172,432	215,000	145,000	150,000
Account: 46521 4 - Castro Childcare					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	386	-	-	-	-
Account: 46521 5 - Madera Childcare					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	447,374	456,208	450,000	510,000	525,300
Account: 46521 6 - Fairmount Childcare					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	211,343	228,417	230,000	228,000	235,000
Account: 46521 7 - Harding Child AM					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	35,574	42,376	45,000	46,515	48,375
Account: 46521 9 - Fairmount Child AM					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	26,966	86,484	85,000	67,000	70,000
Account: 46522 1 - Arlington Daycamp					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	52,426	62,325	55,000	68,000	71,000
Account: 46522 2 - Daycamp VIP					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	8,315	6,006	10,000	6,000	6,200
Account: 46522 3 - Harding Daycamp					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	47,007	40,906	60,000	53,000	54,590
Account: 46522 4 - Castro Daycamp					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	8,078	(77)	-	-	-
Account: 46522 5 - Enrichment Programs					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	(193)	-	-	12,000	13,000
Account: 46522 6 - Fairmount Daycamp					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	57,178	69,038	60,000	75,000	77,500
Account: 46522 7 - Excursions Daycamp					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	580	-	1,200	-	-
Account: 46522 8 - Pee Wee Daycamp					
101-50-20 - General Fund,Recreation,Recreation-		-	-	-	-

Chldcr Admin	3				
Account: 48120 - Contributions & Donations					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	-	-	-	-
Account: 48990 - Other Misc Revenue					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	(60,420)	(2,987)	-	-	-
Revenue Totals	**$1,453,000**	**$1,516,386**	**$1,721,200**	**$1,724,708**	**$1,776,965**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	$422,507	$372,695	$412,143	$420,115	$427,163
Account: 51120 - Part-Time Salaries & Wage					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	462,188	485,093	503,000	479,400	488,988
Account: 51140 - Overtime Pay					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	3,381	5,213	4,400	4,488	4,578
Account: 51142 - StraightOT					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	515	248	-	-	-
Account: 51150 - Special Pay					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	5,522	4,346	4,600	4,000	4,000
Account: 51200 - PARS Contribution					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	4,590	4,671	4,839	6,232	6,357
Account: 51210 - PERS Contributions					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	158,984	142,792	145,366	92,885	106,861
Account: 51220 - FICA/Medicare					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	49,168	46,385	47,938	38,253	38,968
Account: 51230 - Medical & Dental Benefits					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	112,648	103,810	128,971	131,646	140,471
Account: 51235 - Life & LTD Insurance					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	-	4,781	4,302	4,374
Account: 51237 - Allowances & Other Benefits					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	-	3,900	4,500	4,500
Account: 51240 - Workers Compensation Premiums					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	20,609	28,442	26,620	22,732	23,414
Account: 51990 - Salary Savings					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	(8,190)	(70,851)	(61,343)	(64,420)
Account: 52110 - Collect & Admin Services					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	1,540	-	-	-
Account: 52190 - Miscellaneous Prof Svcs					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	220	500	500	500
Account: 52250 - Instructor Services					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	3,418	-	1,000	1,000	1,000
Account: 53110 - Utilities					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	8,970	8,577	9,000	9,000	9,500
Account: 53230 - Building Maint Services					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	209	460	-	-	-

Account: 53250 - Vehicle & Equip Maint Svc					
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 53990 - Other Property Services	4,282	4,445	5,000	3,000	3,000
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 54210 - Telephone Expenses	694	678	1,100	1,100	1,100
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 54220 - Mobile/Wireless Expenses	1,240	858	1,400	1,000	1,000
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 54310 - Legal Notices & Advertise	2,059	1,604	1,500	1,800	1,800
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 54610 - Travel & Training	-	423	1,000	1,200	1,200
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 54910 - Dues & Subscriptions	85	1,994	4,500	4,500	4,500
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 54920 - Events & Field Trips	447	899	1,000	1,200	1,200
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 54990 - Other Administrative Svcs	16,589	20,051	16,000	23,000	23,000
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 55110 - General Office Supplies	-	199	-	-	-
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 55120 - Postage & Delivery	1,436	1,587	2,000	1,600	2,000
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 55130 - Photocopying Charges	643	1,072	1,000	1,000	1,000
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 55210 - Fuel	1,182	1,333	1,500	1,500	1,500
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 55290 - Other Operating Supplies	2,337	1,939	2,500	2,500	2,500
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 55520 - Building Supplies	39,569	43,303	40,000	32,000	37,000
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 56410 - Office Equipment <10K	3,019	2,902	-	-	-
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin Account: 56710 - Other Equipment <10K	128	-	-	-	-
101-50-20 - General Fund,Recreation,Recreation-Chldcr Admin	-	3,873	5,000	3,000	4,000
Expenditure Grand Totals:	**$1,326,419**	**$1,283,461**	**$1,309,707**	**$1,236,110**	**$1,281,054**

Recreation - Custodial Services Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY2013-14 Amended	FY2014-15 Adopted	FY2015-16 Adopted
Account: 51110 - Regular Salaries & Wages					
101-50-70 - General Fund,Recreation,Recreation-Custodial Services			$149,648	$151,440	$154,130
203-50-70 - Land & Light Assess Distr,Recreation,Recreation-Custodial Services			56,180	57,303	58,450
501-50-70 - Integrated Waste Mgmt,Recreation,Recreation-Custodial Services			18,901	19,279	19,665
Account 51110 Totals:			224,729	228,022	232,245
Account: 51120 - Part-Time Salaries & Wage					
101-50-70 - General Fund,Recreation,Recreation-Custodial Services			50,000	63,240	64,505
Account: 51150 - Special Pay					
101-50-70 - General Fund,Recreation,Recreation-Custodial Services			250		
203-50-70 - Land & Light Assess Distr,Recreation,Recreation-Custodial Services			1,000	1,000	1,000
Account 51150 Totals:			1,250	1,000	1,000
Account: 51200 - PARS Contribution					
101-50-70 - General Fund,Recreation,Recreation-Custodial Services			650	822	839
Account: 51210 - PERS Contributions					
101-50-70 - General Fund,Recreation,Recreation-Custodial Services			39,717	33,120	38,147
203-50-70 - Land & Light Assess Distr,Recreation,Recreation-Custodial Services			15,238	12,751	14,714
501-50-70 - Integrated Waste Mgmt,Recreation,Recreation-Custodial Services			5,039	4,216	4,867
Account 51210 Totals:			59,994	50,087	57,728
Account: 51220 - FICA/Medicare					
101-50-70 - General Fund,Recreation,Recreation-Custodial Services			12,267	12,577	12,801
203-50-70 - Land & Light Assess Distr,Recreation,Recreation-Custodial Services			4,374	4,460	4,548
501-50-70 - Integrated Waste Mgmt,Recreation,Recreation-Custodial Services			1,446	1,475	1,504
Account 51220 Totals:			18,087	18,512	18,853
Account: 51230 - Medical & Dental Benefits					
101-50-70 - General Fund,Recreation,Recreation-Custodial Services			81,137	79,574	84,950
203-50-70 - Land & Light Assess Distr,Recreation,Recreation-Custodial Services			27,036	27,300	29,145
501-50-70 - Integrated Waste Mgmt,Recreation,Recreation-Custodial Services			10,821	10,925	11,663
Account 51230 Totals:			118,994	117,799	125,758
Account: 51235 - Life & LTD Insurance					
101-50-70 - General Fund,Recreation,Recreation-Custodial Services			1,736	1,551	1,578
203-50-70 - Land & Light Assess Distr,Recreation,Recreation-Custodial Services			652	587	599
501-50-70 - Integrated Waste Mgmt,Recreation,Recreation-Custodial Services			219	197	201
Account 51235 Totals:			2,607	2,335	2,378
Account: 51237 - Allowances & Other Benefits					
101-50-70 - General Fund,Recreation,Recreation-Custodial Services			975	975	975
Account: 51240 - Workers Compensation Premiums					
101-50-70 - General Fund,Recreation,Recreation-Custodial Services			11,646	9,945	10,244

203-50-70 - Land & Light Assess Distr,Recreation,Recreation-Custodial Services			4,425	3,779	3,893
501-50-70 - Integrated Waste Mgmt,Recreation,Recreation-Custodial Services			1,398	1,193	1,229
Account 51240 Totals:			17,469	14,917	15,366
Account: 51990 - Salary Savings					
101-50-70 - General Fund,Recreation,Recreation-Custodial Services			-2,099		
203-50-70 - Land & Light Assess Distr,Recreation,Recreation-Custodial Services			-648		
501-50-70 - Integrated Waste Mgmt,Recreation,Recreation-Custodial Services			-218		
Account 51990 Totals:			-2,965		
Account: 53230 - Building Maint Services					
203-50-70 - Land & Light Assess Distr,Recreation,Recreation-Custodial Services			30,000		
Account: 54610 - Travel & Training					
101-50-70 - General Fund,Recreation,Recreation-Custodial Services			1,500	2,000	1,500
Account: 55240 - Clothing & Uniform Supply					
101-50-70 - General Fund,Recreation,Recreation-Custodial Services				1,500	1,500
Account: 55520 - Building Supplies					
101-50-70 - General Fund,Recreation,Recreation-Custodial Services			17,500	24,000	24,000
501-50-70 - Integrated Waste Mgmt,Recreation,Recreation-Custodial Services			2,500	2,500	2,500
Account 55520 Totals:			20,000	26,500	26,500
Expenditure Grand Totals:			**$543,290**	**$527,709**	**$549,147**

Recreation - Senior Services Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY2013-14 Amended	FY2014-15 Adopted	FY2015-16 Adopted
Revenue					
Account: 40320 - Measure J-Paratransit					
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	$99,421	$104,371	$124,467		
214-50-40 - Measure J-Paratransit Fund,Recreation,Recreation-Senior Svcs				132,552	132,552
Account 40320 Totals:	99,421	104,371	124,467	132,552	132,552
Account: 44220 - Rentals-Facilities					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	1,071	564	3,000	1,200	1,300
Account: 46520 - Program Fees					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	35,378	29,999	40,000	42,000	44,000
Account: 46532 - Excursions/Trips					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	28,785	30,316	30,000	35,000	36,000
Account: 46532 1 - Fare Box Revenue					
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	6,557	11,183	10,000		
214-50-40 - Measure J-Paratransit Fund,Recreation,Recreation-Senior Svcs				10,000	10,000
Account 46532 1 Totals:	6,557	11,183	10,000	10,000	10,000
Account: 46532 2 - Nutrion Rides					

204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	1,546	2,370	2,500		
214-50-40 - Measure J-Paratransit Fund,Recreation,Recreation-Senior Svcs				3,500	3,500
Account 46532 2 Totals:	1,546	2,370	2,500	3,500	3,500
Account: 46532 3 - El Cerrito Rides					
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	2,512				
Account: 46544 - Trash Bag Progrm					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	208	72	612	200	200
Account: 48120 - Contributions & Donations					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	115,410	15,072	30,000	25,000	26,000
Account: 48122 - Lunch Donations					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	12,791	15,475	16,000	16,500	17,500
Account: 48990 - Other Misc Revenue					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	6,445	13,689	10,000	14,000	15,500
Account: 49990 204 - Operating Xfer In-Meas J Return to Source					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	28,537	29,393			
Account: 49991 204 - Indirect Xfer In-MEAS J					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs			30,275		
Account: 49991 214 - Indirect Xfer In-Paratransit					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs				31,486	32,430
Revenue Totals	**$338,660**	**$252,504**	**$296,854**	**$311,438**	**$318,982**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	$156,414	$113,187	$97,802	$96,154	$97,061
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	2,493	3,291			
Account 51110 Totals:	158,908	116,478	97,802	96,154	97,061
Account: 51120 - Part-Time Salaries & Wage					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	85,522	72,208	28,113	40,800	41,616
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	55,507	53,319	61,634		
214-50-40 - Measure J-Paratransit Fund,Recreation,Recreation-Senior Svcs				50,899	51,917
Account 51120 Totals:	141,029	125,528	89,747	91,699	93,533
Account: 51140 - Overtime Pay					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	1,401	1,539	1,400	1,428	1,457
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	451	51	200		
214-50-40 - Measure J-Paratransit Fund,Recreation,Recreation-Senior Svcs				204	208
Account 51140 Totals:	1,853	1,590	1,600	1,632	1,665
Account: 51150 - Special Pay					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	1,600	600	1,350		
Account: 51200 - PARS Contribution					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	98	137	214	376	384
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	354	375	347		
214-50-40 - Measure J-Paratransit Fund,Recreation,Recreation-Senior Svcs				199	203
Account 51200 Totals:	451	512	561	575	587

Account: 51210 - PERS Contributions					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	62,362	46,176	28,872	23,755	27,167
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	5,779	5,254	9,238		
214-50-40 - Measure J-Paratransit Fund,Recreation,Recreation-Senior Svcs				7,785	8,987
Account 51210 Totals:	68,141	51,431	38,110	31,540	36,154
Account: 51220 - FICA/Medicare					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	18,465	14,029	9,045	9,062	9,160
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	2,578	2,447	3,074		
214-50-40 - Measure J-Paratransit Fund,Recreation,Recreation-Senior Svcs				2,961	3,020
Account 51220 Totals:	21,042	16,476	12,119	12,023	12,180
Account: 51230 - Medical & Dental Benefits					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	39,153	61,667	32,434	25,705	27,444
Account: 51235 - Life & LTD Insurance					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs			1,135	985	994
Account: 51237 - Allowances & Other Benefits					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs			2,925	3,525	3,525
Account: 51240 - Workers Compensation Premiums					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	6,870	9,481	10,814	9,235	9,512
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	1,145	1,580	4,991		
214-50-40 - Measure J-Paratransit Fund,Recreation,Recreation-Senior Svcs				4,262	4,390
Account 51240 Totals:	8,015	11,061	15,805	13,497	13,902
Account: 51990 - Salary Savings					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs		-4,104	-1,090		
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs			-913		
Account 51990 Totals:		-4,104	-2,003		
Account: 52190 - Miscellaneous Prof Svcs					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	75		1,500	1,500	1,500
Account: 52250 - Instructor Services					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	19,702	23,428	18,000	26,000	26,000
Account: 53110 - Utilities					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	7,740	8,043	9,000	9,000	9,000
Account: 53230 - Building Maint Services					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	4,030	4,523	5,000	5,000	5,000
Account: 53240 - Landscape/Park Maint Svcs					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs		38			
Account: 53250 - Vehicle & Equip Maint Svc					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	2,854	14	1,500	1,000	1,000
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	6,502	13,587	14,200		
214-50-40 - Measure J-Paratransit Fund,Recreation,Recreation-Senior Svcs				14,000	14,200

Account 53250 Totals:	9,356	13,602	15,700	15,000	15,200
Account: 53290 - Miscellaneous R&M Svcs					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs			500	500	500
Account: 53990 - Other Property Services					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	211	207	200	600	600
Account: 54210 - Telephone Expenses					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	1,685	784	1,600	1,000	1,600
Account: 54220 - Mobile/Wireless Expenses					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	2,090	2,141	2,500	2,500	2,500
Account: 54410 - Printing & Binding					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	4,655	4,788	5,000	5,000	5,000
Account: 54610 - Travel & Training					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs			2,000	2,000	2,000
Account: 54910 - Dues & Subscriptions					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	204	181	500	500	500
Account: 54920 - Events & Field Trips					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	19,506	12,248	15,000	18,500	19,000
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs		276	1,020		
214-50-40 - Measure J-Paratransit Fund,Recreation,Recreation-Senior Svcs				1,020	1,020
Account 54920 Totals:	19,506	12,524	16,020	19,520	20,020
Account: 55110 - General Office Supplies					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	2,275	802	2,000	2,000	2,000
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs		1,084	500		
214-50-40 - Measure J-Paratransit Fund,Recreation,Recreation-Senior Svcs				500	500
Account 55110 Totals:	2,275	1,886	2,500	2,500	2,500
Account: 55120 - Postage & Delivery					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	7,655	6,245	8,000	7,000	7,000
Account: 55130 - Photocopying Charges					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	1,113	950	1,000	1,000	1,000
Account: 55210 - Fuel					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	2,182	1,939	2,000	2,000	2,000
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	9,727	10,321	10,000		
214-50-40 - Measure J-Paratransit Fund,Recreation,Recreation-Senior Svcs				10,000	10,000
Account 55210 Totals:	11,909	12,261	12,000	12,000	12,000
Account: 55240 - Clothing & Uniform Supply					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs		800	500		500
Account: 55250 - Vehicle & Equip Supplies					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	11		500	500	500
Account: 55290 - Other Operating Supplies					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	9,074	5,577	8,500	7,000	7,000
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	1,320	894	2,200		
214-50-40 - Measure J-Paratransit				4,000	2,200

Fund,Recreation,Recreation-Senior Svcs					
Account 55290 Totals:	10,394	6,472	10,700	11,000	9,200
Account: 55520 - Building Supplies					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	4,790	3,311			
Account: 56410 - Office Equipment <10K					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	186	105		1,500	1,500
Account: 56710 - Other Equipment <10K					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs			2,000	2,000	2,000
Account: 58250 - Cash Over/Short					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	11	-13			
Account: 58920 - Bank & Credit Card Fees					
101-50-40 - General Fund,Recreation,Recreation-Senior Svcs	369	28	600	600	600
Account: 59990 101 - Operating Xfer Out-GEN					
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs	28,537	29,393			
Account: 59991 101 - Indirect Xfer-GEN					
204-50-40 - Measure J-Return to Source Fund,Recreation,Recreation-Senior Svcs			30,275		
214-50-40 - Measure J-Paratransit Fund,Recreation,Recreation-Senior Svcs				31,486	32,430
Account 59991 101 Totals:			30,275	31,486	32,430
Expenditure Grand Totals:	**$576,695**	**$512,933**	**$437,180**	**$435,041**	**$445,695**

Recreation - Youth Services Division

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Amended	FY 2014-15 Adopted	FY 2015-16 Adopted
Revenue					
Account: 46520 - Program Fees					
101-50-60 - General Fund,Recreation,Recreation-Youth Services		-$110			
Account: 46520 1 - Mosaic Program					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	$18,000	$5,180	$20,000		
Account: 46520 2 - Ravencliff Prgrm					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	50,060	37,799	52,000	42,000	44,000
Account: 46531 - General Activities					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	156,776	149,188	180,000	190,000	196,000
Account: 46532 - Excursions/Trips					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	-1,834		1,000		1,000
Account: 46533 - Special Programs					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	104,988	138,227	115,000	164,000	170,000
Account: 46534 - Sports Programs					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	125,256	118,288	135,000	145,000	150,000
Account: 46535 - Resident Camp Program					

101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 46540 - Miscellaneous Program Fee					
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 48120 - Contributions & Donations	125,068	129,470			
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 48121 - Fundraisers	7,465	15,357	18,000	18,000	19,000
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 48990 - Other Misc Revenue	2,328	1,514	2,500	2,500	2,500
101-50-60 - General Fund,Recreation,Recreation-Youth Services		3,287			
Revenue Totals	**$588,107**	**$598,199**	**$523,500**	**$561,500**	**$582,500**
Expenditures					
Account: 51110 - Regular Salaries & Wages					
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 51120 - Part-Time Salaries & Wage	$114,949	$124,493	$66,237	$63,957	$64,221
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 51140 - Overtime Pay	82,964	78,117	34,000	56,100	57,222
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 51150 - Special Pay		347	500	510	520
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 51200 - PARS Contribution	2,100	1,600			
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 51210 - PERS Contributions	222	214	442	729	744
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 51220 - FICA/Medicare	35,260	32,572	17,031	13,987	15,895
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 51230 - Medical & Dental Benefits	12,347	11,643	6,310	6,463	6,535
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 51235 - Life & LTD Insurance	30,013	31,832	12,658	12,752	13,585
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 51237 - Allowances & Other Benefits			768	655	658
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 51240 - Workers Compensation Premiums			2,925	2,925	2,925
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 51990 - Salary Savings	5,610	9,323	3,327	2,842	2,927
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 52190 - Miscellaneous Prof Svcs		-73	-541		
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 52250 - Instructor Services	345		500	500	500
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 53230 - Building Maint Services	207,752	199,066	210,000	210,000	222,000
101-50-60 - General Fund,Recreation,Recreation-Youth Services Account: 53250 - Vehicle & Equip Maint Svc	95				
101-50-60 - General Fund,Recreation,Recreation-Youth Services	2,847		1,000	1,000	1,000

Account: 54210 - Telephone Expenses					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	2,751	1,985	2,600	2,000	2,600
Account: 54220 - Mobile/Wireless Expenses					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	1,168	600	1,000	1,000	1,000
Account: 54310 - Legal Notices & Advertise					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	1,340	968	2,000	2,500	2,500
Account: 54610 - Travel & Training					
101-50-60 - General Fund,Recreation,Recreation-Youth Services		853	1,000	1,000	1,000
Account: 54910 - Dues & Subscriptions					
101-50-60 - General Fund,Recreation,Recreation-Youth Services		170	300	300	300
Account: 54920 - Events & Field Trips					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	17,793	17,495	18,000	20,000	22,000
Account: 55110 - General Office Supplies					
101-50-60 - General Fund,Recreation,Recreation-Youth Services		91	500	500	500
Account: 55120 - Postage & Delivery					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	3,042	85	500	500	500
Account: 55130 - Photocopying Charges					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	1,445	1,578	1,500	1,700	1,700
Account: 55210 - Fuel					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	2,656	2,174	2,200	2,200	2,200
Account: 55290 - Other Operating Supplies					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	16,139	18,258	14,000	14,000	14,000
Account: 55520 - Building Supplies					
101-50-60 - General Fund,Recreation,Recreation-Youth Services	2,451	2,901			
Account: 56710 - Other Equipment <10K					
101-50-60 - General Fund,Recreation,Recreation-Youth Services		1,000	1,000	4,000	2,000
Expenditure Grand Totals:	**$543,289**	**$537,295**	**$399,757**	**$422,120**	**$439,032**

THE CITY OF
EL CERRITO

APPENDIX 7
CITY COUNCIL RESOLUTIONS

RESOLUTION 2014–26

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO ADOPTING THE BIENNIAL BUDGET FOR FY 2014-15 AND FY 2015-16 AND SPENDING AUTHORITY FROM ALL FUNDS OF THE CITY OF EL CERRITO FOR FISCAL YEAR 2014-15

WHEREAS, City staff have prepared, transmitted, and presented the proposed biennial FY 2014-15 and FY 2015-16 Budget to the City Council of the City of El Cerrito for its consideration, and it has been reviewed and analyzed in public review sessions; and

WHEREAS, the City prepares and adopts a budget with the intent of providing a planned program for City services and a financial system to carry out the program of services; and

WHEREAS, the proposed budget represents anticipated revenues and proposed expenditures, including interfund transfers, from all funds of the City of El Cerrito; and

WHEREAS, proposed spending authority from tax proceeds are within the City's Fiscal Year 2014-15 Gann Appropriations Limit, as defined the California State Constitution Article XIIIB.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of El Cerrito hereby adopts the FY 2014-15 and FY 2015-16 Budget with FY 2014-15 spending limits across funds as follows:

General Fund	$29,252,065
Gas Tax	$540,792
National Pollution Discharge Elimination	$390,934
Landscape and Lighting Assessment	$901,542
Measure J Return to Source	$407,178
Paratransit	$127,316
Measure J Storm Drain	$556,710
Measure A Parcel Tax	$686,436
Vehicle Abatement	$11,000
Street Improvements	$1,929,454
Federal, State and Local Grants	$173,498
C.O.P.S. Grant	$100,000
City Low & Moderate Income Housing	$111,538
Capital Improvements	$2,188,601
Integrated Waste Management	$2,377,934
Vehicle/Equipment Replacement	$128,533
Employees' Pension Trust	$113,976
Financing Authority Measure A	$369,574
Financing Authority Civic Center	$597,768
Financing Authority Street Improvement	$737,408
Total	**$41,702,257**

BE IT FURTHER RESOLVED that the City Council of the City of El Cerrito hereby authorizes the City Manager or his designee to:

1. Create such appropriations into such new accounts as may be appropriate for proper accounting in the City's financial system and to make any necessary non-material changes to finalize the budget document.
2. Apply correct accounting rules for the proper classification of interfund transactions, including transfers between funds, or other financial transactions, as may be necessary to address bond or loan covenants, or any other requirements imposed by formal, legal agreements between the City any other parties, as previously entered into by the City.
3. Approve payment of goods and services received by the City in accordance with the City's approved budgets, programs, and policies, subject to a limitation of $25,000 for any single vendor in any one fiscal year, beyond which amount the City Council retains authority to approve payment with the exception of those items falling under other statutory authority (e.g., public works, State purchasing).
4. Shift expenditure authority within funds among departments, as may be necessary to meet the City's operational needs.

I CERTIFY that at the regular meeting on June 17, 2014, the El Cerrito City Council passed this resolution by the following vote:

AYES: Councilmembers Bridges, Friedman, Lyman and Vice Mayor Benassini
NOES: None
ABSENT: Mayor Abelson

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on June 18, 2014.

Cheryl Morse, City Clerk

APPROVED:

Rebecca Benassini, Vice Mayor

RESOLUTION NO. 2014–27

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO SELECTING THE COST OF LIVING AND POPULATION FACTORS TO BE USED IN CALCULATION OF THE CITY'S APPROPRIATIONS LIMIT FOR FISCAL YEAR 2014-15 AND SETTING THE APPROPRIATIONS LIMIT AT $112,294,200

WHEREAS, Article XIIIB of the California Constitution establishes a limitation on spending by cities of funds from proceeds of taxes; and

WHEREAS, in accordance with Government Code Section 7910, annually the City Council must establish an annual appropriations limit, and select factors for changes in both cost of living and population to be used in calculating the appropriations limit; and

WHEREAS, the appropriations limit has been calculated in accordance with applicable law as follows; and

City of El Cerrito Gann Limit Calculation

FY 2013-14 Appropriations Limit:	**$111,892,904**
Cost of Living Change Ratio: *CA Per-Capita Personal Income*	.9977
Population Change Ratio: *Contra Costa County Population*	1.0059
Calculation Factor:	1.03358643
FY 2014-15 Appropriations Limit:	**$112,294,200**

WHEREAS, in accordance with Government Code Section 7910, the information on the calculation of the appropriations limit has been made available to the public at least 15 days prior to the date of adoption of this Resolution, and continues to be available for public inspection.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CERRITO DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

1. In accordance with Article XIIIB of the Constitution and Government Code Section 7900 et seq., the adjustment factors to be applied to the appropriations limit for Fiscal Year 2013-14 shall be the California Statewide change in Per Capita Personal Income and the Contra Costa County change in population;

2. In accordance with Article XIIIB of the Constitution and Government Code Section 7902, the appropriations limit for the Fiscal Year 2014-15 shall be $112,294,200 which exceeds the City's projected applicable appropriation amount by $93,647,550; and

3. The City Council reserves the right to change or revise any adjustment factors associated with the calculation of the appropriations limit if such changes or revisions would result in a more advantageous appropriations limit in the present or future.

I CERTIFY that at the regular meeting on June 17, 2014 the El Cerrito City Council passed this resolution by the following vote:

AYES: Councilmembers Bridges, Friedman, Lyman and Vice Mayor Benassini
NOES: None
ABSENT: Mayor Abelson
ABSTAIN: None

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on June 18, 2014.

Cheryl Morse, City Clerk

APPROVED:

Rebecca Benassini, Vice Mayor