



AGENDA

SPECIAL MEETING OF THE CITIZENS STREET OVERSIGHT COMMITTEE

Monday, September 26, 2016, 7:00 p.m.

El Cerrito City Hall
Hillside Conference Room
10890 San Pablo Avenue

1. Roll Call

2. Comments from the Public

(Speakers are limited to 3 minutes for comment on non-agenda items. Comments related to items appearing on the agenda are taken up during discussion of those items and are subject to the same time limit.)

3. Approval of Minutes

Review and approve minutes from May 9, 2016 Meeting. *(Attachment; Action Requested: Approval)*

4. Review of Fiscal Year 2015–16 Revenues & Expenditures

- a. Review Fiscal Year 2015-16 Expenditure Plan Status Report *(Attachment; No Action Requested)*
- b. A preliminary list of financial activity will be presented and discussed. *(Attachment; No Action Requested)*

5. Staff Liaison Reports

- a. Review the Fiscal Year 2016-17 Expenditure Plan *(Attachment; No Action Requested)*
- b. Update on work plan for Fiscal Year 2016-17 *(No Attachment; No Action Requested)*
- c. Boards & Commissions Vacancy Announcement *(Attachment; No Action Requested)*

6. Committee Member Reports

Review Staff/Committee Relations *(No Attachment; No Action Requested)*

7. Review Committee Standing Rules

Review Standing Rules as adopted on September 30, 2014 *(Attachment; No Action Requested)*

8. Future Agenda Items and Meeting Schedule

Set agenda for next meeting *(No Attachment; Action Requested: Set agenda and confirm date)*

9. Adjournment

Any writings or documents provided to a majority of the Citizens Street Oversight Committee regarding any item on this agenda will be made available for public inspection in the Public Works Department located at 10890 San Pablo Avenue during normal business hours.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Public Works Department, (510) 215-4382. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title I).



Draft Summary Minutes

SPECIAL MEETING OF THE CITIZENS STREET OVERSIGHT COMMITTEE

Monday, May 9, 2016, 7:00 p.m.

El Cerrito City Hall

Creekside Conference Room

10890 San Pablo Avenue

Call to Order at 7:05 p.m.

1. Roll Call

Present: Chair Matt Kelly, Vice Chair Marlene Keller and Committee Members Al Miller, Lynne Kessler and Jia Ma (arrived at 7:08 PM)

Other Attendees: Yvetteh Ortiz, Staff Liaison, Public Works Director/City Engineer
Shannon Collins, City Accounting Supervisor
Vikki Rodriguez, City's Consulting Auditor, Maze & Associates

2. Comments from the Public (on non-agenda items)

None; no members of the public present.

3. Approval of Minutes

Committee reviewed meeting minutes from September 28, 2015 Meeting.

Action taken: Moved and seconded (Miller/Kessler)

AYES: Keller, Miller and Kessler

NOES: None

ABSTAIN: Kelly

ABSENT: Ma

4. Review of Fiscal Year 2014 – 2015 Comprehensive Annual Financial Report (Audit) and Agreed Upon Procedures Report

Presenters: Yvetteh Ortiz, Staff Liaison, Public Works Director/City Engineer
Shannon Collins, City Accounting Supervisor
Vikki Rodriguez, City's Consulting Auditor, Maze & Associates

Committee Member Ma arrived (7:08 PM) at the beginning of this item. Auditor Rodriguez presented both reports and answered questions from the Committee

Committee Member Miller indicated that Note 8.C of the Audit is not consistent with the enabling ordinance for the Committee. Staff Liaison Ortiz confirmed that the Committee's purpose is to oversee the proper expenditure of Measure A funds and does not include setting priorities or making recommendations. She indicated that she would make this correction in future reports.

Committee Member Miller suggested that, in the future, this Agenda item be presented on the screen for ease of review by all Committee members. Staff Liaison Ortiz indicated that she would do this.

Staff Liaison Ortiz and Auditor Rodriguez highlighted the difference between the unaudited revenues and expenditures presented in September 2015 and audited ones. In terms of revenues, there is a decrease of \$100,200 in the tax revenue because the revenue was incorrectly booked in FY 2014-15 when it should have been FY 2015-16. There was an increase in grant revenues. In terms of expenditures, there are additional administrative expenses related to the preparation of the Agreed Upon Procedures Report, legal notices, and printing. These expenses had previously been shown under various projects.

Staff Liaison Ortiz also addressed various remaining questions from the previous meeting regarding the unaudited numbers. She confirmed the correctness of the total expenses given the subtotal amounts.

Committee members continued the discussion regarding the use of the General Ledger Account Name of "Miscellaneous Professional Services". Accounting Supervisor Collins responded to several questions. Given recent departure of the Finance Director, this subject will be revisited in the future.

Auditor Rodriguez and Accounting Supervisor Collins left the meeting at approximately 8:01 p.m.

Staff Liaison Ortiz presented a draft of the Committee's report to City Council noting that, based on the Committee's direction at the prior meeting, she clarified that the Expenditure Plan is approved by City Council and added a paragraph requesting that City Council add a "whereas" clause confirming the appropriate use of Measure A funds to future resolutions approving the citywide budget.

Committee members discussed the draft report and asked that it be revised to indicate that the Committee acknowledges and fully supports that the City Council, in their resolutions authorizing expenditures of Measure A funds as budget amendments, are confirming that the expenditures are an appropriate use of these funds.

Action taken: Moved and seconded (Miller/Keller) and carried unanimously to approve the draft report with the revision noted above and final review and approval by the Chair for presentation at the June 7, 2016 City Council Meeting.

5. Staff Liaison Reports

a. Review the Fiscal Year 2015-2016 Expenditure Plan Status Report as of April 2016

Staff Liaison Ortiz distributed a copy of the CIP Project Information Sheet for the Traffic Safety & Management Program, C3070, as requested by the Committee at its prior meeting. She indicated the

information presented is for planning purposes and is not exact, and that the Measure A funds are anticipated to be leveraged with grant funding in the future.

Staff Liaison Ortiz presented and responded to several questions regarding the Fiscal Year 2015-16 Expenditure Plan including one mid-year adjustment for Project C3074 - 2014 Pavement Rehabilitation Manila Trees, the mid-year budget update to account for the encumbered carryover and reconcile the accounting software numbers with the approved Expenditure Plan, and additional revenue in federal grants. She responded to several questions from the Committee regarding this item.

b. Status of 2014-15 work plan

Staff Liaison Ortiz provided an update on the 2015-16 work plan. She indicated that staff is in the process of designing the 2016 slurry project and finalizing street segments. The final design is anticipated to be completed in June with construction in starting in summer 2016. She distributed a copy of a draft map with potential street segments to be done as part of the project. She also indicated new requirements for curb ramps on resurfacing projects is resulting in additional expenses on these projects. She also indicated that staff is considering the use of a mircoseal instead of a slurry seal because of the faster drying time.

6. Committee Member Reports

The Committee discussed the fact that no applications have been submitted for the two vacancies on the Committee. Committee member Miller indicated that he believes the Planning Commission and Design Review Board have a policy that Committee member terms are automatically extended if vacancies have not been filled, and so he had suggested to Council that the policy be extended to all Boards and Committees especially those that only have five (5) members. They indicated that they would spread the word regarding the vacancies.

7. Election of Committee Officers

The Committee discussed the nomination of the Chair and Vice-Chair positions in 2016.

Action taken: Moved and seconded (Miller/Keller) and carried unanimously to extend the term of Chair Kelly and Vice-Chair Keller through 2016.

8. Future Agenda Items and Meeting Schedule

Next meeting scheduled for Monday September 26, 2016. Standard items for the September meeting include review of unaudited expenses and revenues, and review of the Committee's Standing Rules. Committee Member Miller indicated that the Standing Rules were useful when the Committee was first established, and he encouraged future Committee members to review, consolidate and revise as they think best suits the Committee in the future.

9. Adjournment

Adjourned at approximately 8:44 p.m.

Item 5
Handout

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

Fiscal Year	Capital Costs				Other Costs		
	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

Item 5b
Handout

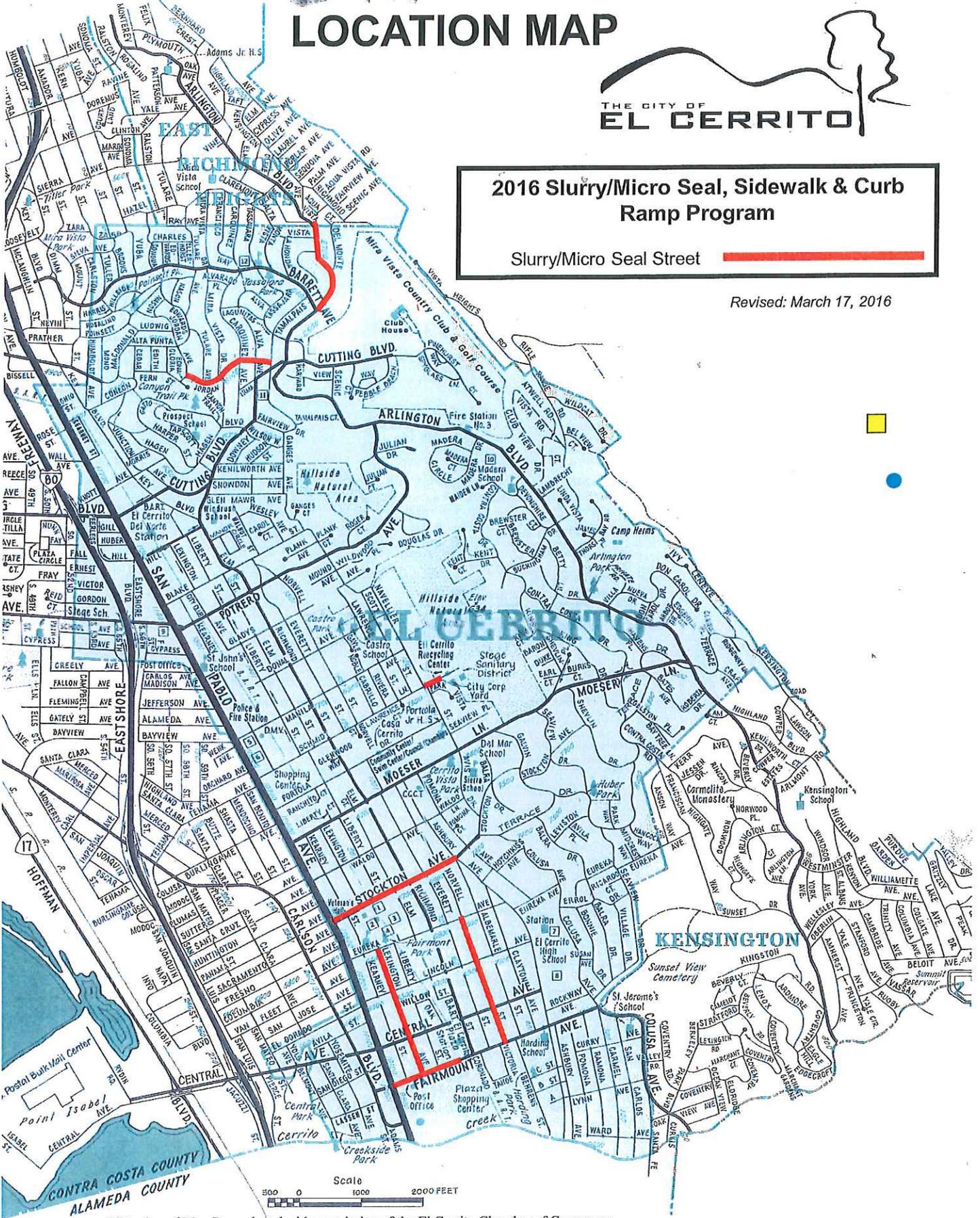
DRAFT LOCATION MAP



2016 Slurry/Micro Seal, Sidewalk & Curb Ramp Program

Slurry/Micro Seal Street 

Revised: March 17, 2016



**Portion of Map Reproduced with permission of the El Cerrito Chamber of Commerce

Status Report
FY 2015-16 Measure A Street Improvement Expenditure Plan
May 2016

Line No.	Expense Items	Amount	Source Document	Page	City Council Resolution	Approval Date
	Debt Service	\$ 737,228.00	City's Fiscal Year 2015-16 Budget Update & Spending Authority	3, A1-6/12	2015-49	6/23/2015
	Non-Personnel	\$ 3,000.00	City's Fiscal Year 2015-16 Budget Update & Spending Authority	3, A1-6/12	2015-49	6/23/2015
	Personnel (Non-Capital)	\$ 70,457.03	City's Fiscal Year 2015-16 Budget Update & Spending Authority	3, A1-6/12	2015-49	6/23/2015
	Capital Outlay					
	<i>Annual Street Improvement Program</i>	<i>C3027 \$ 631,980.00</i>	<i>Various - See below</i>			
		\$ 570,000.00	City's Fiscal Year 2015-16 Budget Update & Spending Authority	3, 7, A1-6/12*	2015-49	6/23/2015
		\$ 60,000.00	2015 Slurry Seal and Curb Ramp Program Agenda Bill	1, 3	2015-57	8/18/2015
		\$ 1,980.00	FY2015-16 Mid-Year Budget Update Agenda Bill, Encumbered Carryover*	6	2016-19	3/15/2016
	<i>Traffic Safety & Management Program</i>	<i>C3070 \$ 70,207.50</i>	<i>Various - See below</i>			
		\$ 60,000.00	City's Fiscal Year 2015-16 Budget Update & Spending Authority	3, 7, A1-6/12*	2015-49	6/23/2015
		\$ 10,207.50	FY2015-16 Mid-Year Budget Update Agenda Bill, Encumbered Carryover*	6	2016-19	3/15/2016
	<i>Pavement Rehabilitation, Federal Paving</i>	<i>C3074 \$ 660,890.40</i>	<i>Various - See below</i>			
		\$ 18,750.00	2014 Pavement Rehab Manila Trees Agenda Bill		2015-69	11/3/2015
		\$ 577,902.40	FY2015-16 Mid-Year Budget Update Agenda Bill, Encumbered Carryover*	6	2016-19	3/15/2016
		\$ 64,238.00	FY2015-16 Mid-Year Budget Update Agenda Bill, Unencumbered Carryover**	6, 7	2016-19	3/15/2016
	Capital Sub-Total	\$ 1,363,077.90				
	Total Expenditure	\$ 2,173,763				
	Revenue Projections					
	Taxes	\$ 1,498,800.00	City's Fiscal Year 2015-16 Budget Update & Spending Authority	3, A1-6/12	2015-49	6/23/2015
	Grants	\$ 630,000.00	FY2015-16 Mid-Year Budget Update Agenda Bill, Federal Grant for C3074	5	2016-19	3/15/2016
	Misc	\$ 5,000.00	City's Fiscal Year 2015-16 Budget Update & Spending Authority	3, A1-6/12	2015-49	6/23/2015
	Total Revenues	\$ 2,133,800				

* Total of \$590,090 Encumbered Carryover from 2014-15 Purchase Orders with unspent funds that needed to be carried forward to complete work in FY2015-16

** \$253,250 in Table 5, Page 5 of Agenda Bill accounts for \$110,262 to correct inconsistency in Capital Expenditure Authority Amounts (\$630,000 on Page 7 for C3027 & C3070, vs \$519,738.00 on Page 6A) in FY2015-16 Budget Spending Authority plus \$142,988 in other mid-year adjustments for the 2014 Pavement Rehab Project (including unencumbered carryover) and 2015 Slurry Seal and Curb Ramp Program

**FY 2015-16 Street Improvement Fund Summary (preliminary/unaudited)
September 2016**

Revenues

Date	Vendor	Project	Sub Project	Acct #	Acct Name	Amount	Subtotal
7/22/2015	State of CA			211-00-00-40240	District Tax	\$ 100,200.00	
8/20/2015	State of CA			211-00-00-40240	District Tax	\$ 133,600.00	
9/28/2015	State of CA			211-00-00-40240	District Tax	\$ 180,621.74	
11/2/2015	State of CA			211-00-00-40240	District Tax	\$ 109,300.00	
12/1/2015	State of CA			211-00-00-40240	District Tax	\$ 145,700.00	
2/2/2016	State of CA			211-00-00-40240	District Tax	\$ 34,698.93	
2/24/2016	State of CA			211-00-00-40240	District Tax	\$ 103,700.00	
3/31/2016	State of CA			211-00-00-40240	District Tax	\$ 285,625.51	
3/31/2016	State of CA			211-00-00-40240	District Tax	\$ 126,400.00	
4/26/2016	State of CA			211-00-00-40240	District Tax	\$ 94,800.00	
6/30/2016	State of CA			211-00-00-40240	District Tax	\$ 148,114.31	\$ 1,462,760.49
1/4/2016	State of CA	C3074	3	211-00-00 45430	Federal-Grant Capital	\$ 450,123.92	
9/14/2015	State of CA	C3074	3	211-00-00 45450	State Grant-Capital	\$ 72,460.23	\$ 522,584.15
7/6/2015	CRW Permittee	C3040	3	211-00-00 48990	Other Misc Revenue	\$ 611.00	
7/29/2015	CRW Permittee	C3040	3	211-00-00 48990	Other Misc Revenue	\$ 635.00	
9/1/2015	CRW Permittee	C3040	3	211-00-00 48990	Other Misc Revenue	\$ 635.00	
9/28/2015	CRW Permittee	C3040	3	211-00-00 48990	Other Misc Revenue	\$ 635.00	
12/9/2015	CRW Permittee	C3040	3	211-00-00 48990	Other Misc Revenue	\$ 635.00	
3/10/2016	CRW Permittee	C3040	3	211-00-00 48990	Other Misc Revenue	\$ 635.00	
3/15/2016	CRW Permittee	C3040	3	211-00-00 48990	Other Misc Revenue	\$ 635.00	
4/13/2016	CRW Permittee	C3040	3	211-00-00 48990	Other Misc Revenue	\$ 635.00	
5/27/2016	CRW Permittee	C3040	3	211-00-00 48990	Other Misc Revenue	\$ 635.00	\$ 5,691.00
Total Revenues							\$ 1,991,035.64

Expenditures

Date	Vendor	Project	Sub Project	Acct #	Acct Name	Amount	Subtotal
Debt Service							
11/30/2015	Fin Auth - Debt Service			211-10-50 59990.836	Operating Xfer Out-ST IMP	\$ 228,613.75	
5/31/2016	Fin Auth - Debt Service			211-10-50 59990.836	Operating Xfer Out-ST IMP	\$ 508,572.27	\$ 737,186.02
PW Personnel (Non-Capital)							
July 2015	Personnel			211-30-20 51110	Regular Salaries & Wages	\$ 656.85	
August 2015	Personnel			211-30-20 51110	Regular Salaries & Wages	\$ 660.77	
September 2015	Personnel			211-30-20 51110	Regular Salaries & Wages	\$ 657.92	
October 2015	Personnel			211-30-20 51110	Regular Salaries & Wages	\$ 1,012.33	
November 2015	Personnel			211-30-20 51110	Regular Salaries & Wages	\$ 672.37	
December 2015	Personnel			211-30-20 51110	Regular Salaries & Wages	\$ 674.48	
January 2016	Personnel			211-30-20 51110	Regular Salaries & Wages	\$ 170.07	

Date	Vendor	Project	Sub Project	Acct #	Acct Name	Amount	Subtotal
February 2016	Personnel			211-30-20 51110	Regular Salaries & Wages	\$ 640.88	
March 2016	Personnel			211-30-20 51110	Regular Salaries & Wages	\$ 606.90	
April 2016	Personnel			211-30-20 51110	Regular Salaries & Wages	\$ 910.38	
May 2016	Personnel			211-30-20 51110	Regular Salaries & Wages	\$ 606.92	
June 2016	Personnel			211-30-20 51110	Regular Salaries & Wages	\$ 611.30	
July 2015	Personnel			211-30-20 51150	Special Pay	\$ 5.56	
August 2015	Personnel			211-30-20 51150	Special Pay	\$ 5.56	
September 2015	Personnel			211-30-20 51150	Special Pay	\$ 5.56	
October 2015	Personnel			211-30-20 51150	Special Pay	\$ 8.34	
November 2015	Personnel			211-30-20 51150	Special Pay	\$ 5.56	
December 2015	Personnel			211-30-20 51150	Special Pay	\$ 5.56	
January 2016	Personnel			211-30-20 51150	Special Pay	\$ 1.39	
February 2016	Personnel			211-30-20 51150	Special Pay	\$ 5.28	
March 2016	Personnel			211-30-20 51150	Special Pay	\$ 5.00	
April 2016	Personnel			211-30-20 51150	Special Pay	\$ 7.50	
May 2016	Personnel			211-30-20 51150	Special Pay	\$ 5.00	
June 2016	Personnel			211-30-20 51150	Special Pay	\$ 4.69	
July 2015	Personnel			211-30-20 51210	PERS Contributions	\$ 88.78	
August 2015	Personnel			211-30-20 51210	PERS Contributions	\$ 57.94	
September 2015	Personnel			211-30-20 51210	PERS Contributions	\$ 57.92	
October 2015	Personnel			211-30-20 51210	PERS Contributions	\$ 86.88	
November 2015	Personnel			211-30-20 51210	PERS Contributions	\$ 57.94	
December 2015	Personnel			211-30-20 51210	PERS Contributions	\$ 57.94	
January 2016	Personnel			211-30-20 51210	PERS Contributions	\$ 11.40	
February 2016	Personnel			211-30-20 51210	PERS Contributions	\$ 55.03	
March 2016	Personnel			211-30-20 51210	PERS Contributions	\$ 52.15	
April 2016	Personnel			211-30-20 51210	PERS Contributions	\$ 78.22	
May 2016	Personnel			211-30-20 51210	PERS Contributions	\$ 52.14	
June 2016	Personnel			211-30-20 51210	PERS Contributions	\$ 49.33	
July 2015	Personnel			211-30-20 51211	PERS UAL	\$ 32.66	
August 2015	Personnel			211-30-20 51211	PERS UAL	\$ 65.32	
September 2015	Personnel			211-30-20 51211	PERS UAL	\$ 65.32	
October 2015	Personnel			211-30-20 51211	PERS UAL	\$ 97.98	
November 2015	Personnel			211-30-20 51211	PERS UAL	\$ 65.32	
December 2015	Personnel			211-30-20 51211	PERS UAL	\$ 65.32	
January 2016	Personnel			211-30-20 51211	PERS UAL	\$ 19.60	
February 2016	Personnel			211-30-20 51211	PERS UAL	\$ 62.05	
March 2016	Personnel			211-30-20 51211	PERS UAL	\$ 58.78	
April 2016	Personnel			211-30-20 51211	PERS UAL	\$ 88.17	
May 2016	Personnel			211-30-20 51211	PERS UAL	\$ 58.78	
June 2016	Personnel			211-30-20 51211	PERS UAL	\$ 55.46	
July 2015	Personnel			211-30-20 51220	FICA/Medicare	\$ 51.99	
August 2015	Personnel			211-30-20 51220	FICA/Medicare	\$ 52.30	
September 2015	Personnel			211-30-20 51220	FICA/Medicare	\$ 52.08	
October 2015	Personnel			211-30-20 51220	FICA/Medicare	\$ 77.87	
November 2015	Personnel			211-30-20 51220	FICA/Medicare	\$ 53.10	
December 2015	Personnel			211-30-20 51220	FICA/Medicare	\$ 53.25	
January 2016	Personnel			211-30-20 51220	FICA/Medicare	\$ 13.61	

Date	Vendor	Project	Sub Project	Acct #	Acct Name	Amount	Subtotal
February 2016	Personnel			211-30-20 51220	FICA/Medicare	\$ 50.83	
March 2016	Personnel			211-30-20 51220	FICA/Medicare	\$ 47.94	
April 2016	Personnel			211-30-20 51220	FICA/Medicare	\$ 70.07	
May 2016	Personnel			211-30-20 51220	FICA/Medicare	\$ 47.89	
June 2016	Personnel			211-30-20 51220	FICA/Medicare	\$ 47.68	
July 2015	Personnel			211-30-20 51230	Medical & Dental Benefits	\$ 95.49	
August 2015	Personnel			211-30-20 51230	Medical & Dental Benefits	\$ 95.49	
September 2015	Personnel			211-30-20 51230	Medical & Dental Benefits	\$ 95.49	
October 2015	Personnel			211-30-20 51230	Medical & Dental Benefits	\$ 95.49	
November 2015	Personnel			211-30-20 51230	Medical & Dental Benefits	\$ 95.49	
December 2015	Personnel			211-30-20 51230	Medical & Dental Benefits	\$ 95.49	
January 2016	Personnel			211-30-20 51230	Medical & Dental Benefits	\$ 65.95	
February 2016	Personnel			211-30-20 51230	Medical & Dental Benefits	\$ 95.97	
March 2016	Personnel			211-30-20 51230	Medical & Dental Benefits	\$ 86.34	
April 2016	Personnel			211-30-20 51230	Medical & Dental Benefits	\$ 86.34	
May 2016	Personnel			211-30-20 51230	Medical & Dental Benefits	\$ 86.34	
June 2016	Personnel			211-30-20 51230	Medical & Dental Benefits	\$ (778.94)	
July 2015	Personnel			211-30-20 51235	Life & LTD Insurance	\$ 7.44	
August 2015	Personnel			211-30-20 51235	Life & LTD Insurance	\$ 7.68	
September 2015	Personnel			211-30-20 51235	Life & LTD Insurance	\$ 7.68	
October 2015	Personnel			211-30-20 51235	Life & LTD Insurance	\$ 7.68	
November 2015	Personnel			211-30-20 51235	Life & LTD Insurance	\$ 7.68	
December 2015	Personnel			211-30-20 51235	Life & LTD Insurance	\$ 7.68	
January 2016	Personnel			211-30-20 51235	Life & LTD Insurance	\$ 3.74	
February 2016	Personnel			211-30-20 51235	Life & LTD Insurance	\$ 9.26	
March 2016	Personnel			211-30-20 51235	Life & LTD Insurance	\$ 7.79	
April 2016	Personnel			211-30-20 51235	Life & LTD Insurance	\$ 7.79	
May 2016	Personnel			211-30-20 51235	Life & LTD Insurance	\$ 7.79	
June 2016	Personnel			211-30-20 51235	Life & LTD Insurance	\$ 7.00	
July 2015	Personnel			211-30-20 51237	Allowances & Other Benefits	\$ 16.64	
August 2015	Personnel			211-30-20 51237	Allowances & Other Benefits	\$ 16.64	
September 2015	Personnel			211-30-20 51237	Allowances & Other Benefits	\$ 16.64	
October 2015	Personnel			211-30-20 51237	Allowances & Other Benefits	\$ 24.96	
November 2015	Personnel			211-30-20 51237	Allowances & Other Benefits	\$ 16.64	
December 2015	Personnel			211-30-20 51237	Allowances & Other Benefits	\$ 16.64	
January 2016	Personnel			211-30-20 51237	Allowances & Other Benefits	\$ (32.71)	
February 2016	Personnel			211-30-20 51237	Allowances & Other Benefits	\$ 15.82	
March 2016	Personnel			211-30-20 51237	Allowances & Other Benefits	\$ 15.00	
April 2016	Personnel			211-30-20 51237	Allowances & Other Benefits	\$ 22.50	
May 2016	Personnel			211-30-20 51237	Allowances & Other Benefits	\$ 15.00	
June 2016	Personnel			211-30-20 51237	Allowances & Other Benefits	\$ 158.70	
July 2015	Personnel			211-30-20 51240	Workers Compensation Premiums	\$ -	
October 2015	Personnel			211-30-20 51240	Workers Compensation Premiums	\$ 143.77	
November 2015	Personnel			211-30-20 51240	Workers Compensation Premiums	\$ 71.89	
December 2015	Personnel			211-30-20 51240	Workers Compensation Premiums	\$ 72.37	
June 2016	Personnel			211-30-20 51240	Workers Compensation Premiums	\$ -	
July 2015	Personnel			211-30-30 51110	Regular Salaries & Wages	\$ 1,521.51	
August 2015	Personnel			211-30-30 51110	Regular Salaries & Wages	\$ 1,548.62	

Date	Vendor	Project	Sub Project	Acct #	Acct Name	Amount	Subtotal
September 2015	Personnel			211-30-30 51110	Regular Salaries & Wages	\$ 1,543.89	
October 2015	Personnel			211-30-30 51110	Regular Salaries & Wages	\$ 2,316.06	
November 2015	Personnel			211-30-30 51110	Regular Salaries & Wages	\$ 1,543.90	
December 2015	Personnel			211-30-30 51110	Regular Salaries & Wages	\$ 1,543.93	
January 2016	Personnel			211-30-30 51110	Regular Salaries & Wages	\$ 1,546.56	
February 2016	Personnel			211-30-30 51110	Regular Salaries & Wages	\$ 1,543.91	
March 2016	Personnel			211-30-30 51110	Regular Salaries & Wages	\$ 1,543.90	
April 2016	Personnel			211-30-30 51110	Regular Salaries & Wages	\$ 2,319.52	
May 2016	Personnel			211-30-30 51110	Regular Salaries & Wages	\$ 1,544.06	
June 2016	Personnel			211-30-30 51110	Regular Salaries & Wages	\$ 1,551.21	
July 2015	Personnel			211-30-30 51140	Overtime Pay	\$ 207.93	
August 2015	Personnel			211-30-30 51140	Overtime Pay	\$ 110.79	
September 2015	Personnel			211-30-30 51140	Overtime Pay	\$ 146.70	
October 2015	Personnel			211-30-30 51140	Overtime Pay	\$ 133.37	
November 2015	Personnel			211-30-30 51140	Overtime Pay	\$ 22.96	
December 2015	Personnel			211-30-30 51140	Overtime Pay	\$ 104.73	
January 2016	Personnel			211-30-30 51140	Overtime Pay	\$ 110.80	
February 2016	Personnel			211-30-30 51140	Overtime Pay	\$ 69.57	
March 2016	Personnel			211-30-30 51140	Overtime Pay	\$ 126.18	
April 2016	Personnel			211-30-30 51140	Overtime Pay	\$ 180.54	
May 2016	Personnel			211-30-30 51140	Overtime Pay	\$ 81.04	
June 2016	Personnel			211-30-30 51140	Overtime Pay	\$ 69.97	
July 2015	Personnel			211-30-30 51142	Straight OT	\$ 87.98	
August 2015	Personnel			211-30-30 51142	Straight OT	\$ 87.42	
September 2015	Personnel			211-30-30 51142	Straight OT	\$ 103.48	
October 2015	Personnel			211-30-30 51142	Straight OT	\$ 154.03	
November 2015	Personnel			211-30-30 51142	Straight OT	\$ 104.54	
December 2015	Personnel			211-30-30 51142	Straight OT	\$ 77.15	
January 2016	Personnel			211-30-30 51142	Straight OT	\$ 64.89	
February 2016	Personnel			211-30-30 51142	Straight OT	\$ 78.22	
March 2016	Personnel			211-30-30 51142	Straight OT	\$ 78.22	
April 2016	Personnel			211-30-30 51142	Straight OT	\$ 128.70	
May 2016	Personnel			211-30-30 51142	Straight OT	\$ 103.47	
June 2016	Personnel			211-30-30 51142	Straight OT	\$ 77.93	
July 2015	Personnel			211-30-30 51150	Special Pay	\$ 26.00	
August 2015	Personnel			211-30-30 51150	Special Pay	\$ 26.00	
September 2015	Personnel			211-30-30 51150	Special Pay	\$ 26.00	
October 2015	Personnel			211-30-30 51150	Special Pay	\$ 39.00	
November 2015	Personnel			211-30-30 51150	Special Pay	\$ 26.00	
December 2015	Personnel			211-30-30 51150	Special Pay	\$ 91.00	
January 2016	Personnel			211-30-30 51150	Special Pay	\$ 26.00	
February 2016	Personnel			211-30-30 51150	Special Pay	\$ 26.00	
March 2016	Personnel			211-30-30 51150	Special Pay	\$ 26.00	
April 2016	Personnel			211-30-30 51150	Special Pay	\$ 39.00	
May 2016	Personnel			211-30-30 51150	Special Pay	\$ 26.00	
June 2016	Personnel			211-30-30 51150	Special Pay	\$ 26.00	
July 2015	Personnel			211-30-30 51155	One-Time Payouts	\$ 662.87	
August 2015	Personnel			211-30-30 51155	One-Time Payouts	\$ 178.35	

Date	Vendor	Project	Sub Project	Acct #	Acct Name	Amount	Subtotal
November 2015	Personnel			211-30-30 51155	One-Time Payouts	\$ 348.59	
June 2016	Personnel			211-30-30 51155	One-Time Payouts	\$ (0.03)	
July 2015	Personnel			211-30-30 51210	PERS Contributions	\$ 286.99	
August 2015	Personnel			211-30-30 51210	PERS Contributions	\$ 172.57	
September 2015	Personnel			211-30-30 51210	PERS Contributions	\$ 172.06	
October 2015	Personnel			211-30-30 51210	PERS Contributions	\$ 258.09	
November 2015	Personnel			211-30-30 51210	PERS Contributions	\$ 172.06	
December 2015	Personnel			211-30-30 51210	PERS Contributions	\$ 179.18	
January 2016	Personnel			211-30-30 51210	PERS Contributions	\$ 172.33	
February 2016	Personnel			211-30-30 51210	PERS Contributions	\$ 172.05	
March 2016	Personnel			211-30-30 51210	PERS Contributions	\$ 172.04	
April 2016	Personnel			211-30-30 51210	PERS Contributions	\$ 258.45	
May 2016	Personnel			211-30-30 51210	PERS Contributions	\$ 172.04	
June 2016	Personnel			211-30-30 51210	PERS Contributions	\$ 172.74	
July 2015	Personnel			211-30-30 51211	PERS UAL	\$ 120.90	
August 2015	Personnel			211-30-30 51211	PERS UAL	\$ 242.52	
September 2015	Personnel			211-30-30 51211	PERS UAL	\$ 241.80	
October 2015	Personnel			211-30-30 51211	PERS UAL	\$ 362.70	
November 2015	Personnel			211-30-30 51211	PERS UAL	\$ 241.80	
December 2015	Personnel			211-30-30 51211	PERS UAL	\$ 241.80	
January 2016	Personnel			211-30-30 51211	PERS UAL	\$ 242.19	
February 2016	Personnel			211-30-30 51211	PERS UAL	\$ 241.76	
March 2016	Personnel			211-30-30 51211	PERS UAL	\$ 241.73	
April 2016	Personnel			211-30-30 51211	PERS UAL	\$ 363.14	
May 2016	Personnel			211-30-30 51211	PERS UAL	\$ 241.73	
June 2016	Personnel			211-30-30 51211	PERS UAL	\$ 244.08	
July 2015	Personnel			211-30-30 51220	FICA/Medicare	\$ 182.54	
August 2015	Personnel			211-30-30 51220	FICA/Medicare	\$ 139.97	
September 2015	Personnel			211-30-30 51220	FICA/Medicare	\$ 129.95	
October 2015	Personnel			211-30-30 51220	FICA/Medicare	\$ 188.21	
November 2015	Personnel			211-30-30 51220	FICA/Medicare	\$ 147.24	
December 2015	Personnel			211-30-30 51220	FICA/Medicare	\$ 129.36	
January 2016	Personnel			211-30-30 51220	FICA/Medicare	\$ 124.46	
February 2016	Personnel			211-30-30 51220	FICA/Medicare	\$ 122.13	
March 2016	Personnel			211-30-30 51220	FICA/Medicare	\$ 126.48	
April 2016	Personnel			211-30-30 51220	FICA/Medicare	\$ 190.11	
May 2016	Personnel			211-30-30 51220	FICA/Medicare	\$ 124.90	
June 2016	Personnel			211-30-30 51220	FICA/Medicare	\$ 122.22	
July 2015	Personnel			211-30-30 51230	Medical & Dental Benefits	\$ 671.60	
August 2015	Personnel			211-30-30 51230	Medical & Dental Benefits	\$ 671.60	
September 2015	Personnel			211-30-30 51230	Medical & Dental Benefits	\$ 671.60	
October 2015	Personnel			211-30-30 51230	Medical & Dental Benefits	\$ 671.60	
November 2015	Personnel			211-30-30 51230	Medical & Dental Benefits	\$ 671.60	
December 2015	Personnel			211-30-30 51230	Medical & Dental Benefits	\$ 633.90	
January 2016	Personnel			211-30-30 51230	Medical & Dental Benefits	\$ 635.20	
February 2016	Personnel			211-30-30 51230	Medical & Dental Benefits	\$ 635.20	
March 2016	Personnel			211-30-30 51230	Medical & Dental Benefits	\$ 635.16	
April 2016	Personnel			211-30-30 51230	Medical & Dental Benefits	\$ 635.16	

Date	Vendor	Project	Sub Project	Acct #	Acct Name	Amount	Subtotal
May 2016	Personnel			211-30-30 51230	Medical & Dental Benefits	\$ 635.16	
June 2016	Personnel			211-30-30 51230	Medical & Dental Benefits	\$ 634.54	
July 2015	Personnel			211-30-30 51235	Life & LTD Insurance	\$ 17.04	
August 2015	Personnel			211-30-30 51235	Life & LTD Insurance	\$ 17.57	
September 2015	Personnel			211-30-30 51235	Life & LTD Insurance	\$ 17.57	
October 2015	Personnel			211-30-30 51235	Life & LTD Insurance	\$ 17.57	
November 2015	Personnel			211-30-30 51235	Life & LTD Insurance	\$ 17.57	
December 2015	Personnel			211-30-30 51235	Life & LTD Insurance	\$ 17.57	
January 2016	Personnel			211-30-30 51235	Life & LTD Insurance	\$ 21.22	
February 2016	Personnel			211-30-30 51235	Life & LTD Insurance	\$ 21.22	
March 2016	Personnel			211-30-30 51235	Life & LTD Insurance	\$ 19.85	
April 2016	Personnel			211-30-30 51235	Life & LTD Insurance	\$ 19.85	
May 2016	Personnel			211-30-30 51235	Life & LTD Insurance	\$ 19.85	
June 2016	Personnel			211-30-30 51235	Life & LTD Insurance	\$ 19.88	
July 2015	Personnel			211-30-30 51240	Workers Compensation Premiums	\$ -	
October 2015	Personnel			211-30-30 51240	Workers Compensation Premiums	\$ 862.63	
November 2015	Personnel			211-30-30 51240	Workers Compensation Premiums	\$ 431.31	
December 2015	Personnel			211-30-30 51240	Workers Compensation Premiums	\$ 434.19	
June 2016	Personnel			211-30-30 51240	Workers Compensation Premiums	\$ -	\$ 51,941.85

Capital Outlay

Annual Street Improvement Program, C3027

2/2/2016	MTC	C3027		1 211-90-50 52130	Architect/Engineering Svc	\$ 4,198.80	
2/2/2016	AVILA PROJECT MANAGEMENT	C3027		1 211-90-50 52190	Miscellaneous Prof Svcs	\$ 2,295.00	
2/16/2016	AVILA PROJECT MANAGEMENT	C3027		1 211-90-50 52190	Miscellaneous Prof Svcs	\$ 2,025.00	
3/21/2016	AVILA PROJECT MANAGEMENT	C3027		1 211-90-50 52190	Miscellaneous Prof Svcs	\$ 525.00	
5/31/2016	AVILA PROJECT MANAGEMENT	C3027		1 211-90-50 52190	Miscellaneous Prof Svcs	\$ 232.50	
6/24/2016	AVILA PROJECT MANAGEMENT	C3027		1 211-90-50 52190	Miscellaneous Prof Svcs	\$ 907.50	
04/12/2016	BLOME, MARI	C3027		6 211-90-50 53810	Construction Services	(41.00)	
8/24/2015	AVILA PROJECT MANAGEMENT	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 3,075.00	
9/21/2015	AVILA PROJECT MANAGEMENT	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 2,400.00	
10/26/2015	AVILA PROJECT MANAGEMENT	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 7,575.00	
11/13/2015	AVILA PROJECT MANAGEMENT	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 11,925.00	
11/23/2015	NINYO & MOORE	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 3,329.00	
1/13/2016	BKF ENGINEERS	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 21,068.78	
1/13/2016	APPLIED MATERIALS & ENGINEERING,	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 1,870.57	
1/22/2016	BKF ENGINEERS	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 10,362.28	
2/2/2016	AVILA PROJECT MANAGEMENT	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 1,005.00	
2/2/2016	AVILA PROJECT MANAGEMENT	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 11,700.00	
3/14/2016	BKF ENGINEERS	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 1,956.93	
3/14/2016	BKF ENGINEERS	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 152.26	
5/31/2016	AVILA PROJECT MANAGEMENT	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 232.50	
6/24/2016	AVILA PROJECT MANAGEMENT	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 742.50	
6/24/2016	BKF ENGINEERS	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 441.60	
6/24/2016	BKF ENGINEERS	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 2,166.00	
6/30/2016	BKF ENGINEERS	C3027		16 211-90-50 52190	Miscellaneous Prof Svcs	\$ 2,086.56	
11/23/2015	GOLDEN BAY CONSTRUCTION	C3027		16 211-90-50 53810	Construction Services	\$ 187,137.10	
1/13/2016	GOLDEN BAY CONSTRUCTION	C3027		16 211-90-50 53810	Construction Services	\$ 160,280.75	

Date	Vendor	Project	Sub Project	Acct #	Acct Name	Amount	Subtotal
2/16/2016	GOLDEN BAY CONSTRUCTION	C3027	16	211-90-50 53810	Construction Services	\$ 76,813.32	
5/23/2016	ST. FRANCIS ELECTRIC	C3027	16	211-90-50 53810	Construction Services	\$ 5,700.00	
6/30/2016	GOLDEN BAY CONSTRUCTION	C3027	16	211-90-50 53810	Construction Services	\$ 2,791.48	
6/30/2016	RANSOME COMPANY ENG CONSTR	C3027	16	211-90-50 53810	Construction Services	\$ 5,011.50	
6/30/2016	GOLDEN BAY CONSTRUCTION	C3027	16	211-90-50 53810	Construction Services	\$ 22,000.00	
6/30/2016	GOLDEN BAY CONSTRUCTION	C3027	16	211-90-50 53810	Construction Services	\$ 8,038.83	
11/13/2015	BPXPRESS	C3027	16	211-90-50 54410	Printing & Binding	\$ 303.33	
4/19/2016	AVILA PROJECT MANAGEMENT	C3027	17	211-90-50 52190	Miscellaneous Prof Svcs	\$ 15,180.00	
5/31/2016	AVILA PROJECT MANAGEMENT	C3027	17	211-90-50 52190	Miscellaneous Prof Svcs	\$ 16,830.00	
6/24/2016	AVILA PROJECT MANAGEMENT	C3027	17	211-90-50 52190	Miscellaneous Prof Svcs	\$ 3,300.00	
6/30/2016	AVILA PROJECT MANAGEMENT	C3027	17	211-90-50 52190	Miscellaneous Prof Svcs	\$ 3,255.00	
6/30/2016	BAY AREA NEWS GROUP EASTBAY	C3027	17	211-90-50 54310	Legal Notices & Advertise	\$ 554.40	\$ 599,427.49
Traffic & Safety Management Program, C3070							
7/10/2015	Personnel	C3070	1	211-90-50 51110	Regular Salaries & Wages	\$ 148.17	
8/7/2015	Personnel	C3070	1	211-90-50 51110	Regular Salaries & Wages	\$ 101.75	
8/21/2015	Personnel	C3070	1	211-90-50 51110	Regular Salaries & Wages	\$ 152.62	
9/4/2015	Personnel	C3070	1	211-90-50 51110	Regular Salaries & Wages	\$ 152.62	
9/18/2015	Personnel	C3070	1	211-90-50 51110	Regular Salaries & Wages	\$ 152.62	
7/10/2015	Personnel	C3070	1	211-90-50 51220	FICA/Medicare	\$ 10.62	
8/7/2015	Personnel	C3070	1	211-90-50 51220	FICA/Medicare	\$ 7.29	
8/21/2015	Personnel	C3070	1	211-90-50 51220	FICA/Medicare	\$ 10.80	
9/4/2015	Personnel	C3070	1	211-90-50 51220	FICA/Medicare	\$ 10.94	
9/18/2015	Personnel	C3070	1	211-90-50 51220	FICA/Medicare	\$ 10.80	
6/30/2016	WHITLOCK & WEINBERGER TRANSP, IN	C3070	1	211-90-50 52190	Miscellaneous Prof Svcs	\$ 4,066.68	
6/30/2016	WHITLOCK & WEINBERGER TRANSP, IN	C3070	1	211-90-50 52190	Miscellaneous Prof Svcs	\$ 380.00	
6/24/2016	AVILA PROJECT MANAGEMENT	C3070	3	211-90-50 52130	Architect/Engineering Svc	\$ 155.00	
6/30/2016	AVILA PROJECT MANAGEMENT	C3070	3	211-90-50 52130	Architect/Engineering Svc	\$ 387.50	
3/14/2016	TRAFFIC LOGIX CORPORATION	C3070	3	211-90-50 53810	Construction Services	\$ 643.75	\$ 6,391.16
Pavement Rehabilitation Program-OBAG, C3074							
9/14/2015	BELLECCI & ASSOCIATES, INC.	C3074	1	211-90-50 52190	Miscellaneous Prof Svcs	\$ 23,874.80	
12/7/2015	BELLECCI & ASSOCIATES, INC.	C3074	1	211-90-50 52190	Miscellaneous Prof Svcs	\$ 10,857.00	
2/2/2016	BELLECCI & ASSOCIATES, INC.	C3074	1	211-90-50 52190	Miscellaneous Prof Svcs	\$ 5,350.60	
2/2/2016	BELLECCI & ASSOCIATES, INC.	C3074	3	211-90-50 52190	Miscellaneous Prof Svcs	\$ 8,184.40	
8/24/2015	GALLAGHER & BURK, INC.	C3074	3	211-90-50 53810	Construction Services	\$ 469,497.40	
9/30/2015	GALLAGHER & BURK, INC.	C3074	3	211-90-50 53810	Construction Services	\$ 23,624.40	
12/7/2015	GALLAGHER & BURK, INC.	C3074	3	211-90-50 53810	Construction Services	\$ 40,978.20	
12/7/2015	GALLAGHER & BURK, INC.	C3074	3	211-90-50 53810	Construction Services	\$ 29,529.70	
12/21/2015	WEST COAST ARBORISTS, INC.	C3074	3	211-90-50 53810	Construction Services	\$ 18,625.00	
2/2/2016	GALLAGHER & BURK, INC.	C3074	3	211-90-50 53810	Construction Services	\$ 30,402.33	
6/30/2016	RUBICON ENTERPRISES INC	C3074	3	211-90-50 53810	Construction Services	\$ 480.00	\$ 661,403.83
Total Expenditures							\$ 2,056,350.35

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.

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2015-16 Projected	FY 2016-17 Proposed	FY 2017-18 Proposed
Starting Balance*	\$198,077	(\$222,657)	\$220,296	\$220,296	\$341,888	\$303,792
Revenues	\$1,461,298	\$1,830,470	\$2,133,800	\$2,196,222	\$1,490,000	\$1,534,550
Taxes	\$1,453,527	\$1,399,734	\$1,498,800	\$1,498,800	\$1,485,000	\$1,529,550
Grants	\$0	\$426,460	\$630,000	\$672,584	\$0	\$0
Misc	\$7,771	\$4,277	\$5,000	\$24,838	\$5,000	\$5,000
Expenses	\$1,882,032	\$1,387,518	\$2,173,763	\$2,074,630	\$1,528,096	\$1,529,766
Personnel	\$52,780	\$49,978	\$70,457	\$34,547	\$90,483	\$93,028
Nonpersonnel	\$0	\$3,285	\$3,000	\$3,000	\$3,000	\$3,000
Capital Outlay	\$998,625	\$600,340	\$1,363,078	\$1,299,855	\$697,535	\$697,535
Transfer Out 301	\$85,145		\$0	\$0	\$0	\$0
Debt Service	\$745,482	\$733,914	\$737,228	\$737,228	\$737,078	\$736,203
Annual Surplus/(Shortfall)	(\$420,734)	\$442,953	(\$39,963)	\$121,592	(\$38,096)	\$4,784
Ending Balance*/(Deficit)	(\$222,657)	\$220,296	\$180,333	\$341,888	\$303,792	\$308,576

*Based on most recent, corresponding Comprehensive Annual Financial Report (CAFR)

Assumptions

- Revenues from Measure A funds are anticipated to remain relatively constant.
- Expenses will remain in line with revenues after debt service.

Excerpt from Proposed FY 2016-17 & 2017-18 Biennial Budget Book
 Budget Adopted by City Council on 6/21/16
 Adopted Budget Book is being finalized

**Table 12-3
Capital Improvement Program Budget**

	Project #	Fund Source	Proposed 2016-17	Proposed 2017-18
Capital Improvement Fund (301)				
ADMINISTRATION				
Energy & Water Efficiency Program	C3043	A	\$15,247	\$0
PARKS				
Huber Park Improvements	C3054	A	\$20,000	\$0
Fairmont Park Improvements	C5037	A	\$58,470	\$300,623
HNA Trail Entry & Signage Improvements	C5038	A	\$10,000	\$38,000
Baxter Creek Gateway Park Improvements	C5033	A	\$10,000	\$0
CREEKS & TRAILS				
Ohlone Greenway Impr - Hill to Blake	C3069	210	\$100,000	\$100,000
Ohlone-BART Station Access, Safety & Placemaking	C3076	A	\$3,704,134	\$0
Ohlone Greenway Wayfinding Improvements	C5034	A	\$79,060	\$402,436
Ohlone Greenway Master Plan Improvements	tbd	A	\$237,000	\$0
STREETS-TRANSPORTATION				
Arlington Curve at Brewster Drive Safety Imprv	C3071	211	\$29,885	\$0
Arlington Curve at Brewster Drive Safety Imprv	C3071	A	\$212,100	\$0
Korematsu Safe Routes Improvements, Phase 1	C5040	A	\$80,000	\$0
Subtotal Capital Improvement Fund			<u>\$4,555,896</u>	<u>\$841,059</u>
Measure J Return to Source (204)				
STREETS-TRANSPORTATION				
Access Modifications - Streets	C3024	204	\$ 70,000	\$ 70,000
Measure J Storm Drain (205)				
STORM DRAIN				
Storm Drain Program	C5036	205	\$ 325,000	\$ 210,000
Measure A Swim Center & Park Facilities (206)				
FACILITIES				
Swim Center Enhancements	C3050	206	\$ 300,000	\$ 150,000
PARKS				
Canyon Trail Clubhouse Enhancements	tbd	206	\$ 150,000	\$ -
Subtotal Measure A Swim Center Fund			<u>\$ 450,000</u>	<u>\$ 150,000</u>
Measure A Street Improvements (211)**				
STREETS-TRANSPORTATION				
Annual Street Improvement Program	C3027	211	\$ 595,000	\$ 595,000
Traffic Safety & Management Program	C3070	211	\$ 60,000	\$ 60,000
Subtotal Street Improvements Fund			<u>\$ 655,000</u>	<u>\$ 655,000</u>
Total Capital Improvements Program Budget Appropriations			<u>\$ 6,055,896</u>	<u>\$ 1,926,059</u>

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

Excerpt from Proposed FY 2016-17 & 2017-18 Biennial Budget Book
Budget Adopted by City Council on 6/21/16
Adopted Budget Book is being finalized

Date: August 16, 2016
To: El Cerrito City Council
From: Yvetteh Ortiz, Public Works Director/City Engineer
Subject: 2016 Microsurfacing and Curb Ramp Program

ACTION REQUESTED

Adopt a resolution taking the following actions:

- 1) Approve plans for the 2016 Microsurfacing and Curb Ramp Project, City Project No. C3027.17;
- 2) Accept the one submitted bid;
- 3) Authorize the City Manager to execute a contract in the amount of \$469,493.40 with Alaniz Construction, Inc. and approve change orders in an amount not to exceed \$90,000 for the construction of the 2016 Microsurfacing and Curb Ramp Project including additional street work; and
- 4) Amend the Fiscal Year 2016-17 Adopted Budget and Annual Program of Maintenance and Improvement pursuant to the Measure A Street Improvement Program to appropriate an additional \$34,494 in the Measure A Street Improvement Fund for the 2016 Microsurfacing and Curb Ramp Project, City Project No. C3027.17.

BACKGROUND

The 2016 Microsurfacing and Curb Ramp Program is a component of the Measure A funded Annual Street Improvement Program. This project is intended to repair the following six street segments which currently have minor to moderate distressed pavement:

STREET NAME	FROM	TO
Arlington Blvd	Barrett Ave	North City Limit
Fairmount Avenue	Ohlone Greenway	San Pablo Ave
Lexington Avenue	Fairmount Avenue	Eureka Avenue
Norvell Street	Fairmount Avenue	Eureka Avenue
Schmidt Lane	Navellier Street	End
Stockton Avenue	Richmond St	San Pablo Ave

The work generally consists of repairing localized pavement failures, application of a microsurfacing treatment, installation of traffic striping and markings, installation of twelve new curb ramps and other related work. For bidding purposes and to allow flexibility of award within the project budget, the work was divided into a Base Bid and two Bid Alternates.

The project was advertised for bid in the West County Times on June 7 and 13, 2016. Additionally, the notice along with a complete set of Contract Documents was sent to eight Builder and Construction Exchanges. The project was also posted on the City’s website. No addenda were issued.

ANALYSIS

One bid was received on June 30, 2016 with the following results:

Name and Location of Bidder	Base Bid	Alternate 1 - Jordan	Alternate 2 – Localized Concrete Repairs	Grand Total
Alaniz Construction, Inc., Fremont	\$469,493.40	\$140,095.04	\$30,275.00	\$639,863.44
Engineer’s Estimate	\$471,400	\$93,579	\$17,700	\$582,679

The Base Bid from Alaniz Construction, Inc. of \$469,493.40 is less than one percent (1%) difference from the Engineer’s Estimate of \$471,400. The Grand Total Bid is approximately 10% above the Engineer’s Estimate of \$582,679.

Staff contacted several of the other contractors from the plan holders list to determine why they did not submit a bid for this project. Their response was consistent that they were fully booked for this construction season. A low turn-out from contractors at bid openings is consistent with the experience from other agencies in the Bay Area this summer.

Staff recommends that the City Council award a construction contract in the amount of \$469,493.40 for the Base Bid to Alaniz Construction, Inc. as the lowest responsive and responsible bidder. The two alternatives are not recommended for award at this time given the amount over the Engineer’s Estimate.

In light of the reasonable unit prices for the pavement items in the Base Bid, staff requests that the Council allow staff to investigate the opportunity to include additional street segments originally planned for resurfacing next year into this year’s project such as an additional segment of Stockton Avenue. To this end, staff is requesting a contract contingency amount of \$90,000, approximately 19%, to allow for expanding the street

segments and addressing typical change orders such as quantity fluctuations and extra work items due to unforeseen conditions. This is approximately twice as high as the typical contingency percentage on projects.

STRATEGIC PLAN CONSIDERATIONS

Award of the construction contract is consistent with the following El Cerrito Strategic Plan Goals:

- Goal D – *Develop and rehabilitate public facilities as community focal points by addressing ongoing and deferred maintenance of facilities and infrastructure; and*
- Goal E – *Ensure the public’s health and safety by providing a safe and accessible transportation system.*

ENVIRONMENTAL CONSIDERATIONS

The project is categorically exempt from review under the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Existing Facilities) because the project is a repair to an existing facility involving negligible or no expansion of use beyond that presently existing. More specifically, restoration or rehabilitation of deteriorated or damaged facilities to meet current standards of public health and safety, unless it is determined that the damage was substantial and resulted from an environmental hazard such as an earthquake, landslide, or flood, is exempt from CEQA.

FINANCIAL CONSIDERATIONS

Funding of \$595,000 for the Annual Street Improvement Program is included in the Fiscal Year (FY) 2016-17 Adopted Budget and Annual Program of Maintenance and Improvement pursuant to the Measure A Street Improvement Program. Of this amount, \$5,000 is for technical assistance to update the Pavement Management Program as required by the Metropolitan Transportation Commission and the remaining \$590,000 is for the 2016 Microsurfacing and Curb Ramp Project. Staff is recommending an additional appropriation of \$34,494 in the Measure A Street Improvement Fund to cover construction management, material testing and other miscellaneous costs and to provide for contracting contingencies as described above.

The proposed construction budget for the project with the additional appropriation will be \$624,494 as summarized below.

Construction Contract	\$469,494
Construction Contract Contingency	\$90,000
Construction Management and Materials Testing	\$60,000
Miscellaneous (printing, postage, etc)	\$5,000
Total	\$624,494

LEGAL CONSIDERATIONS

The City Attorney has reviewed the proposed actions and found that legal considerations have been addressed.

Reviewed by:



Karen Pinkos
Assistant City Manager

Attachment:

1. Resolution

RESOLUTION NO. 2016-65

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO APPROVING PLANS FOR THE 2016 MICROSURFACING AND CURB RAMP PROJECT, CITY PROJECT NO. C3027.17; ACCEPTING THE ONE SUBMITTED BID; AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT IN THE AMOUNT OF \$469,493.40 WITH ALANIZ CONSTRUCTION, INC. AND TO APPROVE CHANGE ORDERS IN AN AMOUNT NOT TO EXCEED \$90,000 FOR THE CONSTRUCTION OF THE PROJECT; AND AMENDING THE FISCAL YEAR 2016-17 ADOPTED BUDGET AND ANNUAL PROGRAM OF MAINTENANCE AND IMPROVEMENT PURSUANT TO MEASURE A STREET IMPROVEMENT PROGRAM TO APPROPRIATE AN ADDITIONAL \$34,494 IN THE MEASURE A STREET IMPROVEMENT FUND, FOR THE 2016 MICROSURFACING AND CURB RAMP PROJECT, CITY PROJECT NO. C3027.17

WHEREAS, the 2016 Microsurfacing and Curb Ramp Program Project considered pavement repairs for six street segments; and

WHEREAS, the work generally consists of repairing localized pavement failures, application of a microsurfacing treatment, installation of traffic striping and markings, installation of twelve new curb ramps and other related work; and

WHEREAS, a Notice Inviting Bids for the project was advertised in the West Contra Costa Times on June 7 and 13, 2016, sent to eight Builder and Construction Exchanges, and posted on the City's website and one bid was received on June 30, 2016; and

WHEREAS, the lowest bidder was Alaniz Construction, Inc. whose total base bid, in the amount of \$469,493, was less than 1 percent below the Engineer's Estimate; and

WHEREAS, given the reasonable unit prices for pavement items, it is desirable to investigate including additional street segments by authorizing additional amounts for change orders; and

WHEREAS, funding of \$590,000 for the 2016 Microsurfacing and Curb Ramp Project, C3027.17 is included in the Fiscal Year (FY) 2016-17 Adopted Budget and Annual Program of Maintenance and Improvement pursuant to the Measure A Street Improvement Program; and

WHEREAS, the project work is an appropriate use of Measure A Street Improvement Funds; and

WHEREAS, an amendment to the FY 2016-17 Adopted Budget is required to cover the estimated expenditures of \$624,494 for construction of the project.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito that it hereby:

- 1) Approves plans for the 2016 Microsurfacing and Curb Ramp Project, City Project No. C-3027.17;
- 2) Accepts the one submitted bid;

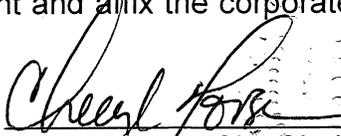
- 3) Authorizes the City Manager to execute a contract in the amount of \$469,493 with Alaniz Construction, Inc. and to approve change orders in an amount not to exceed \$90,000 for the construction of the 2016 Microsurfacing and Curb Ramp Project including additional street work; and
- 4) Amends the FY 2016-17 Adopted Budget and Annual Program of Maintenance and Improvement pursuant to the Measure A Street Improvement Program to appropriate an additional \$30,000 in the Measure A Street Improvement Fund for the 2016 Microsurfacing and Curb Ramp Project, City Project No. C3027.17.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon passage and adoption.

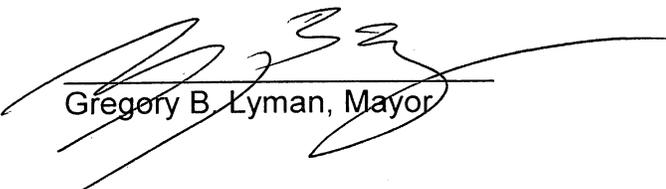
I CERTIFY that at a regular meeting on August 16, 2016 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES: Councilmembers Abelson, Bridges, Friedman, Quinto and Mayor Lyman
NOES: None
ABSTAIN: None
ABSENT: None

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on August 17, 2016.


Cheryl Morse, City Clerk

APPROVED:


Gregory B. Lyman, Mayor



APPLICATIONS SOUGHT FOR EL CERRITO'S BOARDS, COMMISSIONS AND COMMITTEES

CITIZENS STREET OVERSIGHT COMMITTEE	(2 Vacancies)
CIVIL SERVICE COMMISSION	(2 Vacancies)
COMMITTEE ON AGING	(1 Vacancy)
CRIME PREVENTION COMMITTEE	(9 Vacancies)
ECONOMIC DEVELOPMENT COMMITTEE	(6 Vacancies)
ENVIRONMENTAL QUALITY COMMITTEE	(3 Vacancies)
HUMAN RELATIONS COMMISSION	(1 Vacancy)
TREE COMMITTEE	(6 Vacancies)
CONTRA COSTA LIBRARY COMMISSION	(1 Vacancy)
CONTRA COSTA TRANSPORTATION AUTHORITY	
CITIZENS ADVISORY COMMITTEE	(1 Vacancy)

The El Cerrito City Council is seeking applicants interested in serving on its Boards, Commissions and Committees. Currently, several commissions and committees have vacancies. If you are interested in serving, please submit an application to the City Clerk, 10890 San Pablo Avenue, El Cerrito, CA 94530. Vacancy information and [application forms](#) may be obtained by contacting the City Clerk at 215-4305 or by downloading the application form from the City's website at <http://www.el-cerrito.org>.

Members of Boards, Commissions and Committees provide an invaluable service to our community. The detailed study and considered recommendations of our local advisory bodies are often catalysts for innovative programs and improved services. Serving as a commissioner or committee member can be a rewarding experience for community service minded residents. It is an excellent way to participate in the functioning of local government and to make a personal contribution to the improvement of our community. Commissioners are appointed by the City Council for terms of four years. Commission meetings are generally held once a month during evening hours. **Please consider submitting an application now! For additional information please contact the City Clerk at 215-4305, cmorse@ci.el-cerrito.ca.us.**

Citizen Street Oversight Committee

Standing Rules

2014 – 3

Adopted September 30, 2014

1. Regular meetings shall be held on the following dates:
 - a. 4th Monday in January
 - b. 4th Monday in September
 - c. 2nd Monday in November
2. Regular and special meetings shall be held in the El Cerrito City Hall at 7:00 pm in a room designated on the agenda.
3. Regular meetings may be canceled by a majority vote of the Committee at a previous meeting or by the Chair, at anytime that a quorum cannot be attained.
4. Special meetings may be scheduled by the Chairperson or by a majority vote of the Committee at a previous meeting.
5. A quorum is 3 committee members.
6. Summary minutes shall be kept by the staff liaison or delegate. In the event the staff liaison is not present another person shall be designated as acting secretary by majority vote. Minutes shall reflect all key discussion points, indicate all motions made and by whom, including seconders, and the results of any votes.
7. The Committee shall utilize source documents in its review of Street Fund revenues and expenditures (e.g. report from the State Board of Equalization, expense reports, contractor invoices).
8. The Committee may request that the auditor provide any underlying documents examined for the audit.
9. Administrative services to implement the provisions herein shall be provided by city staff as per ordinance 2.04.320, paragraph F.
10. In the event that the City liaison fails to appear at any properly called meeting the Chair shall report to the City Manager that the Committee is unable to perform its designated function and the reason for that failure seeking corrective action. If no corrective action is taken, the Chair shall notify the City Council.
11. All aspects of the conduct of the Committee shall be in compliance with the Brown Act or any other governing authority. In the event that any member has a question as to the legality of a procedure, that member shall pose that question to the chair who shall then seek a clarification from the staff liaison.
12. Should any portion of these rules be deemed to be illegal, that portion shall be deleted from these rules; the remainder remaining full force and effect. In such an event the intent of the deleted rule shall be reinstated in legal form, with

- minimum alterations, and such modified provision shall be incorporated in these rules. It shall be the duty of the Chair to implement this rule subject to a majority vote to approve said implementation at the next regular or special meeting.
13. The election of the chairperson and vice chairperson shall be done at the first regular meeting of each calendar year. The term of office shall be for the next period terminating at the anniversary of the current meeting. Only the members of the Committee shall have a vote.
 14. No individual shall hold any one elective office for more than two successive terms. When one intervening term shall have elapsed any member may again hold any office from which service was denied by the limitations imposed by this rule. In the event that new officers cannot be selected, the incumbents may serve for an additional term.
 15. These rules shall be reviewed and possibly modified at the September meeting. Members may propose revisions any time, preferably in writing. Any such proposal shall be voted upon at the following meeting. Versions shall be numbered and bear the date of the meeting at which they were adopted. Only Members shall have a vote as to the matter covered in this rule.
 16. The proposed Agenda for any upcoming Committee Meeting shall be transmitted to the Committee Chair so as to arrive not less than ten (10) calendar days prior to the scheduled date of the meeting. Any changes made by the Chair shall be transmitted to staff liaison not less than seven (7) calendar days before the scheduled date of the meeting. [Added 9/30/14]