



**DEPARTMENT DESCRIPTION:**

The Finance Department is responsible for providing the financial management of all City funds and maintaining the fiscal integrity of the City. Major activities include: managing the City's investment portfolio; obtaining financing for capital requirements; financial analysis and reporting; budget management; revenue management, including billing and collection for utilities, licenses and other revenues; information services; purchasing; transit operations; and Successor Agency administration.

	<u>2011-12 Actual</u>	<u>2012-13 Amended Budget</u>	<u>2012-13 Estimated</u>	<u>2013-14 Budget</u>
<b>EXPENDITURES BY PROGRAM:</b>				
Finance	\$ 1,055,477	\$ 1,121,942	\$ 1,110,260	\$ 1,356,594
Non-Departmental	1,601,968	(1,628,290)	1,701,286	1,709,890
Transit - General Public	1,472,535	1,694,795	1,438,320	1,855,677
Transit - Para transit	647,945	470,343	455,038	444,077
Successor Agency	251,817	2,251,630	2,233,675	255,163
	<u>\$ 5,029,742</u>	<u>\$ 3,910,420</u>	<u>\$ 6,938,579</u>	<u>\$ 5,621,401</u>

**EXPENDITURES BY CATEGORY:**

Salaries and Benefits	\$ 1,044,575	\$ 1,394,818	\$ 1,293,944	\$ 1,115,933
Services and Supplies	3,782,038	2,252,847	5,454,635	4,065,468
Capital Outlay	203,129	262,755	190,000	440,000
<b>Total Expenditures</b>	<u>\$ 5,029,742</u>	<u>\$ 3,910,420</u>	<u>\$ 6,938,579</u>	<u>\$ 5,621,401</u>

**REVENUES BY FUND**

General Fund	\$ 976,547	\$ (2,128,756)	\$ 1,354,413	\$ 1,436,131
General Fund - Measure O	169,917	-	-	-
Housing	3,100	-	-	-
Low & Mod Income	15,468	-	-	-
Water	135,014	170,838	224,511	331,841
Wastewater	144,874	188,880	231,474	349,689
Transit Fund	2,120,480	2,165,138	1,893,358	2,299,754
Internal Operations Fund	1,168,423	1,262,690	1,001,148	948,823
Redevelopment Admin	44,102	-	-	-
SA Debt Service Fund-Merged Area	(330)	1,657,221	1,676,745	5,184
SA Capital Fund-Merged Area	(6)	27,221	(161)	-
SA Administration	252,153	567,188	557,091	249,979
<b>Total Resources</b>	<u>\$ 5,029,742</u>	<u>\$ 3,910,420</u>	<u>\$ 6,938,579</u>	<u>\$ 5,621,401</u>

	<u>2011-12 Actual</u>	<u>2012-13 Actual</u>	<u>2013-14 Budget</u>
<b>PERSONNEL:</b>			
Full-time Positions	11.00	11.00	13.00
Regular Part-time Positions	0.25	1.70	0.20
<b>Total</b>	<u>11.25</u>	<u>12.70</u>	<u>13.20</u>

# General Government

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**DEPARTMENT:** Finance

**FUND:** Water  
Wastewater  
Internal Operations Fund



**PROGRAM:** Finance

**ACCOUNT:** 41430

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## PROGRAM DESCRIPTION:

### FINANCE

The Finance program provides leadership for and plans, coordinates and monitors the activities of the Finance Department in accordance with established fiscal policies. The program is also responsible for managing the City's cash, investments and debt. The finance program also offers leadership to other departments in developing budgets that will meet program goals and maintain sufficient revenues and reserves.

### ACCOUNTING

The Accounting program maintains the City's financial systems by designing and monitoring internal controls over transactions that will serve to safeguard city assets, by creating the Comprehensive Annual Financial Report (CAFR) in conformance with generally accepted accounting principles, and by coordinating an annual budget process that includes public input. The accounting program is responsible for producing various other external and internal financial reports which satisfy regulatory requirements and which also provide information to facilitate and encourage more effective policy discussions and decisions.

### OPERATIONS

The Operations program includes various financial services such as revenue collections. The Tax and License operation ensures that all businesses conducting business in the City of Eureka are properly licensed. Operations collects transient occupancy tax, dog licenses and business license fees. The Utility Billing program provides accurate and timely billing of the City's water and sewer services; assists customers in applying for and discontinuing utility service; educates customers regarding how to find the cause of high water usage and responds to customer inquiries and disputes regarding their City utility accounts. The Accounts Payable program develops, implements and maintains payment processes. The Payroll program implements and maintains personnel payment processes in compliance with all Federal, State, and City regulations. The Purchasing program assists all city departments with purchasing of services, supplies and materials as approved through the budget appropriations process.

# General Government

DEPARTMENT: Finance

FUND: Water  
Wastewater  
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

	<u>2011-12 Actual</u>	<u>2012-13 Amended Budget</u>	<u>2012-13 Estimated</u>	<u>2013-14 Budget</u>
<b>PROGRAM EXPENDITURES:</b>				
Salaries and Benefits	\$ 814,742	\$ 900,171	\$ 847,004	\$ 1,089,509
Services and Supplies	240,735	221,771	263,256	267,085
<b>Total Expenditures</b>	<b>\$ 1,055,477</b>	<b>\$ 1,121,942</b>	<b>\$ 1,110,260</b>	<b>\$ 1,356,594</b>

**REVENUES BY FUND**

Low & Mod Income	\$ 15,468	\$ -	\$ -	\$ -
Housing	3,100	-	-	-
Water	135,014	170,838	224,511	331,841
Wastewater	144,874	188,880	231,474	349,689
Internal Operations Fund	712,919	762,224	654,275	675,064
Redevelopment Admin	44,102	-	-	-
<b>Total Resources</b>	<b>\$ 1,055,477</b>	<b>\$ 1,121,942</b>	<b>\$ 1,110,260</b>	<b>\$ 1,356,594</b>

	<u>2011-12 Actual</u>	<u>2012-13 Actual</u>	<u>2013-14 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>			
Finance Director	1.00	1.00	1.00
Deputy Finance Director	-	-	1.00
Assistant Finance Director	1.00	1.00	-
Finance Office Manager	-	-	1.00
Accounting Supervisor	-	1.00	-
Accountant I/II	2.00	1.00	2.00
Accounting Technician II	2.00	2.00	2.00
Accounting Specialist I/II (RPT)	-	1.50	-
Senior Administrative Assistant - Confidential (RPT)	0.25	0.20	0.20
Accounting Specialist I/II	4.00	4.00	5.00
Central Services Assistant	1.00	1.00	1.00
<b>Total</b>	<b>11.25</b>	<b>12.70</b>	<b>13.20</b>

**SERVICE LEVEL CHANGES:**

Two Accounting Specialist I/II RPT positions are increased from .75 FTEs each to 1.0 each for front desk coverage.  
 Information Technology transferred to City Clerk / Chief Information Officer.  
 Accounting Supervisor position is upgraded to Deputy Finance Director.  
 Accounting Specialist II position is upgraded to Finance Office Manager.  
 Assistant Finance Director position replaced with Accountant II position.

# General Government

**DEPARTMENT:** Finance

**FUND:** Water  
Wastewater  
Internal Operations Fund



**PROGRAM:** Finance

**ACCOUNT:** 41430

COUNCIL GOAL SUPPORTED:

CONTINUED FINANCIAL STABILITY

**SUPPORTING PROGRAM GOALS:**

**FINANCE**

Monitor department activities and concentrate resources on areas of highest importance. Monitor and optimize cash flow. Complete all financial reports required by state and other agencies accurately and on time. Manage the city's cash and investments.

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	<u>2011-12 Actual</u>	<u>2012-13 Target</u>	<u>2012-13 Estimated</u>	<u>2013-14 Budget</u>
Invest 90% of available cash % of total cash actively invested	93%	95%	96%	90%
Earn market rate on investments Weighted average yield on investments	0.86%	2.00%	0.72%	0.72%
Issue third party reports on time Audit opinion issued by November 15	Jun 30 est	Nov 15	Dec 15	Nov 30
Single audit opinion issued by November 15	Jun 30 est	Nov 15	Dec 15	Nov 30
Bond disclosures filed by deadline	No	Yes	Yes	Yes
State Controllers' Report filed by deadline	Yes	Yes	Yes	Yes

# General Government

DEPARTMENT: Finance

FUND: Water  
Wastewater  
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

## ACCOUNTING

Monitor capital projects, grant activities and other department activities. Maintain communication with departments throughout the year. Ensure that transactions are recorded correctly.

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2011-12 Actual	2012-13 Target	2012-13 Estimated	2013-14 Budget
Receive unqualified audit opinion on CAFR	Yes	Yes	Yes	Yes
Receive a single audit opinion with no material weaknesses.	Yes	Yes	Yes	Yes

## OPERATIONS

Collect revenue sources such as sales tax and transit occupancy tax. License and permit businesses and individuals to comply with City Code, process applications, maintain accounts, renew billing/notification, and generate reports relating to licensing fees and revenue. Bill and collect water and sewer fees. Establish water/sewer accounts for customers requesting service, discontinuing service as requested, and respond to customer inquiries about their bills in a timely and accurate manner. Develop and implement efficient and effective payment processes. Ensure payroll and accounts payable transactions are processed in a timely, efficient and accurate manner.

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2011-12 Actual	2012-13 Target	2012-13 Estimated	2013-14 Budget
Implement banking efficiencies				
Implement on-line bill payments	Completed	Completed	Completed	Completed
Number of utility bills paid online	582	1500	1750	2000
Process semi-monthly payroll on time				
% of Time semi monthly payroll processed on time	100%	100%	100%	100%
# of Payroll checks and direct deposits processed	10,186	10,000	9,500	10,000
# of Accounts payable checks issued	6,220	5,000	5,700	5,700

# General Government

DEPARTMENT: Finance

FUND: Water  
Wastewater  
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

OPERATIONS (Continued)	PERFORMANCE MEASURES:			
	2011-12 Actual	2012-13 Target	2012-13 Estimated	2013-14 Budget
<b>Supporting Program Objectives:</b>				
# of Purchase Orders	1,153	1,400	1,400	1,400
Business Licenses processed	2,490	2,500	2,400	2,375
Dog licenses processed	2,469	2,400	2,900	2,900
Issue monthly statements to utility customers # of Utility statements issued	118,945	115,700	118,000	118,000

COUNCIL GOAL SUPPORTED:

INCREASE THE RESILIENCY OF OUR CITY BUDGET TO STATE TAKEAWAYS AND OTHER FLUCTUATIONS IN OUTSIDE FUNDING SOURCES

**SUPPORTING PROGRAM GOALS:**

**FINANCE**

The finance program offers leadership to other departments in developing budgets that will contain revenues sufficient to meet programs goals and reserve requirements.

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2011-12 Actual	2012-13 Target	2012-13 Estimated	2013-14 Budget
Make annual review of fees & charges	Yes	Yes	Yes	Yes

# General Government

**DEPARTMENT:** Finance

**FUND:** General Fund  
Internal Operations



**PROGRAM:** Non-Departmental

**ACCOUNT:** 41500

**PROGRAM DESCRIPTION:**

The Non-Departmental program accounts for all costs not directly attributable to any one operating program of the General fund. These costs include: contributions to local organizations, including contractual obligations in regards to Transient Occupancy Tax; audit costs; tax collection fees; liability insurance premiums; other miscellaneous and one-time costs.

	<u>2011-12 Actual</u>	<u>2012-13 Amended Budget</u>	<u>2012-13 Estimated</u>	<u>2013-14 Budget</u>
<b>PROGRAM EXPENDITURES:</b>				
Salaries and Benefits	\$ 67,641	\$ 86,000	\$ 42,000	\$ -
Services and Supplies	1,530,445	(1,714,290)	1,659,286	1,709,890
Capital Outlay	3,882	-	-	-
<b>Total Expenditures</b>	<u>\$ 1,601,968</u>	<u>\$ (1,628,290)</u>	<u>\$ 1,701,286</u>	<u>\$ 1,709,890</u>
<b>REVENUES BY FUND</b>				
General Fund	\$ 976,547	\$ (2,128,756)	\$ 1,354,413	\$ 1,436,131
General Fund - Measure O	169,917	-	-	-
Internal Operations	455,504	500,466	346,873	273,759
<b>Total</b>	<u>\$ 1,601,968</u>	<u>\$ (1,628,290)</u>	<u>\$ 1,701,286</u>	<u>\$ 1,709,890</u>

**FULL TIME AND REGULAR PART-TIME POSITIONS:**

None.

**SERVICE LEVEL CHANGES:**

None.

# General Government

**DEPARTMENT:** Finance

**FUND:** General Fund  
Internal Operations

**PROGRAM:** Non-Departmental

**ACCOUNT:** 41500



**COUNCIL GOALS SUPPORTED:**

**CONTINUED FINANCIAL STABILITY**

**SUPPORTING PROGRAM GOALS:**

To assure all revenue sources such as sales tax, property tax and other taxes are deposited in the City's accounts accurately and timely.

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2011-12 Actual	2012-13 Target	2012-13 Estimated	2013-14 Budget
Audit compliance for:				
Property Tax	Yes	Yes	Yes	Yes
Utility Users' Tax	Yes	Yes	Yes	NO
Sales Tax and Transaction and Use Tax	Yes	Yes	Yes	Yes
Transient Occupancy Tax	0	5 of 40	0	5 of 40

**COUNCIL GOALS SUPPORTED:**

Percentage of Local Employee Retirement System annual costs funded by the General Fund

Number of sales tax accounts retrieved and posted to the City of Eureka by outside consulting firm

Number of property tax accounts corrected and posted to the City of Eureka by outside consulting firm

**STRENGTHEN NEIGHBORHOOD GROUPS DEDICATED TO COMMUNITY IMPROVEMENT**

**SUPPORTING PROGRAM GOALS:**

Provide financial support to community organizations in the areas of business retention and recruitment, cultural enhancement and marketing our community assets.

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2011-12 Actual	2012-13 Target	2012-13 Estimated	2013-14 Budget
Number of community organizations supported	0	3	3	3

# Transportation

**DEPARTMENT:** Finance  
**PROGRAM:** Transit - General Public

**FUND:** Transit  
**ACCOUNT:** 41470



**PROGRAM DESCRIPTION:**

Eureka Transit Service (ETS) is a fixed route bus system which operates Monday through Saturday, serving the City of Eureka and surrounding unincorporated areas. Goals are: 1) Provide safe, reliable, high quality and economical public transportation; 2) Coordinate transit system development with community planning, development efforts, land use policy, and other transportation services; and 3) Demonstrate the importance of ETS to the vitality of the community. The City of Eureka also contributes funding, through a joint powers agreement, for operations of the regional Redwood Transit System, which services a sixty-five mile corridor on Highway 101.

	<u>2011-12</u> <u>Actual</u>	<u>2012-13</u> <u>Amended</u> <u>Budget</u>	<u>2012-13</u> <u>Estimated</u>	<u>2013-14</u> <u>Budget</u>
<b>PROGRAM EXPENDITURES:</b>				
Salaries and Benefits	\$ 35,708	\$ 38,043	\$ 37,999	\$ 551
Services and Supplies	1,409,758	1,393,997	1,210,321	1,415,126
Capital Outlay	27,069	262,755	190,000	440,000
<b>Total Expenditures</b>	<u>\$ 1,472,535</u>	<u>\$ 1,694,795</u>	<u>\$ 1,438,320</u>	<u>\$ 1,855,677</u>

**FULL TIME AND REGULAR PART-TIME POSITIONS:**

None.

**SERVICE LEVEL CHANGES:**

None.

# Transportation

**DEPARTMENT:** Finance  
**PROGRAM:** Transit - General Public

**FUND:** Transit  
**ACCOUNT:** 41470



**COUNCIL GOALS SUPPORTED:**  
**QUALITY OF LIFE**

**SUPPORTING PROGRAM GOAL:**

To maintain safe, reliable, high quality and affordable public transportation services within the City of Eureka, while attempting to maintain a sound financial base from which to operate.

<u><b>Supporting Program Objectives:</b></u>	<b>PERFORMANCE MEASURES:</b>			
	<u><b>2011-12 Actual</b></u>	<u><b>2012-13 Target</b></u>	<u><b>2012-13 Estimated</b></u>	<u><b>2013-14 Budget</b></u>
Review contractor conformance to contract standards regarding vehicle operations, safety & reliability:	Annual	Quarterly	Quarterly	Quarterly
Monitor program operational statistics:	Monthly	Monthly	Monthly	Monthly
<b>Program/Service Statistics:</b>				
Cost per passenger	\$3.64	\$4.25	\$3.80	\$4.00
Cost per hour	60.94	80.00	62.00	70.00
Passengers per service hour	17	18	18	18
Total passengers	224,193	240,000	220,000	220,000
Cost per mile	5.44	7.50	6.50	7.00
Encourage ridership thru advertisement and promotion of transit services:	Monthly	Monthly	Monthly	Monthly
Hold City Council Public Hearing regarding transit unmet needs:	Annually	Annually	Annually	Annually
County-wide 5-year transit plans evaluated	Yes	Yes	Yes	Yes

# Transportation

**DEPARTMENT:** Finance  
**PROGRAM:** Transit - Paratransit

**FUND:** Transit  
**ACCOUNT:** 41471



**PROGRAM DESCRIPTION:**

Dial-a-Ride/Dial-a-Lift is a specialized door-to-door transit system which operates on demand. The service is provided to those individuals who are physically unable to use the regular bus system. Certification with the assistance of physician is required. Service operates Monday through Friday 6:00 a.m. to 7:00 p.m. and Saturday 7:30 a.m. to 5:30 p.m.

	<u>2011-12 Actual</u>	<u>2012-13 Amended Budget</u>	<u>2012-13 Estimated</u>	<u>2013-14 Budget</u>
<b>PROGRAM EXPENDITURES:</b>				
Services and Supplies	\$ 475,767	\$ 470,343	\$ 455,038	\$ 444,077
Capital Outlay	172,178	-	-	-
<b>Total Expenditures</b>	<u>\$ 647,945</u>	<u>\$ 470,343</u>	<u>\$ 455,038</u>	<u>\$ 444,077</u>
		<u>2011-12 Actual</u>	<u>2012-13 Actual</u>	<u>2013-14 Budget</u>

**FULL TIME AND REGULAR PART-TIME POSITIONS:**

None.

**SERVICE LEVEL CHANGES:**

None

# Transportation

**DEPARTMENT:** Finance  
**PROGRAM:** Transit - Paratransit

**FUND:** Transit  
**ACCOUNT:** 41471



**COUNCIL GOALS SUPPORTED:**

**QUALITY OF LIFE**

**SUPPORTING PROGRAM GOAL:**

To maintain safe, reliable, high quality and economical public transportation to that segment of the community who is physically unable to use the regular bus system.

**PROGRAM OBJECTIVES:**

Staff has renegotiated the agreement with the Contractor for this service, in an attempt to reduce overall Paratransit costs. In 2013-14, we will continue to renegotiate the contract with the County for their share of transit operations (currently set at 27% of costs).

<u>Supporting Program Objectives:</u>	<b>PERFORMANCE MEASURES:</b>			
	<u>2011-12 Actual</u>	<u>2012-13 Target</u>	<u>2012-13 Estimated</u>	<u>2013-14 Budget</u>
Review contractor conformance to contract standards regarding vehicle operations, safety, & reliability:	Annually	Semi-annually	Quarterly	Quarterly
Monitor program operational statistics:	Monthly	Monthly	Monthly	Monthly
<b>Program/Service Statistics:</b>				
Cost per mile	\$5.39	\$5.70	\$6.50	\$6.50
Cost per passenger	22.57	23.00	22.50	23.00
Cost per hour	40.42	48.00	53.00	55.00
Passengers per service hour	2	3	3	3
Total passengers	21,084	22,000	22,000	22,000
Hold City Council Public Hearing regarding transit unmet needs:	Annually	Annually	Annually	Annually
County-wide 5-year transit plans evaluated	Yes	Yes	Yes	Yes

# General Government

**DEPARTMENT:** Finance

**FUND:** SA Debt Service Fund-Merged Area  
SA Capital Fund-Merged Area  
SA Administration



**PROGRAM:** Successor Agency - Admin

**ACCOUNT:** 46410

**PROGRAM DESCRIPTION:**

The Redevelopment Program is responsible for the implementation of all activities associated with the operations of the Eureka Redevelopment Agency. The main function of the Agency is to ensure compliance with all established objectives and policies while implementing redevelopment activities within the City of Eureka, with the first objective being to revitalize project areas and improve the economic base of the community by facilitating redevelopment, housing and economic development activities.

	<u>2011-12 Actual</u>	<u>2012-13 Amended Budget</u>	<u>2012-13 Estimated</u>	<u>2013-14 Budget</u>
<b>PROGRAM EXPENDITURES:</b>				
Salaries and Benefits	\$ 126,484	\$ 370,604	\$ 366,941	\$ 25,873
Services and Supplies	125,333	1,881,026	1,866,734	229,290
Capital Outlay	-	-	-	-
<b>Total Expenditures</b>	<u>\$ 251,817</u>	<u>\$ 2,251,630</u>	<u>\$ 2,233,675</u>	<u>\$ 255,163</u>

**REVENUES BY FUND**

SA Debt Service Fund-Merged Area	\$ (330)	\$ 1,657,221	\$ 1,676,745	\$ 5,184
SA Capital Fund-Merged Area	(6)	27,221	(161)	-
SA Administration	252,153	567,188	557,091	249,979
<b>Total Resources</b>	<u>\$ 251,817</u>	<u>\$ 2,251,630</u>	<u>\$ 2,233,675</u>	<u>\$ 255,163</u>

	<u>2011-12 Actual</u>	<u>2012-13 Actual</u>	<u>2013-14 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>			

None.

**SERVICE LEVEL CHANGES:**

None

# General Government

DEPARTMENT: Finance

FUND: SA Debt Service Fund-Merged Area  
SA Capital Fund-Merged Area  
SA Administration



PROGRAM: Successor Agency - Admin

ACCOUNT: 46410

## COUNCIL GOALS SUPPORTED:

### ATTRACT CITY RESIDENTS DOWNTOWN BY ENHANCING THE EXCITING MIX OF RESTAURANTS, RETAIL, WATER ACCESS, AND HOUSING ON OUR WATERFRONT

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2011-12 <u>Actual</u>	2012-13 <u>Target</u>	2012-13 <u>Estimated</u>	2013-14 <u>Target</u>
Encourage upper floor and infill development				
ERTN's executed	2	2	2	2
Facades Loans executed	1	0	0	1
Rental Rehab Loans executed	0	0	0	1
Federal/State/Local Funding Applications prepared/approved	2	2	2	2

### ATTRACT VIBRANT COMMERCIAL BUSINESSES TO OUR DOWNTOWN CORRIDOR THAT CAN PLAY A VITAL ROLE IN OUR DOWNTOWN ECONOMY

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2011-12 <u>Actual</u>	2012-13 <u>Target</u>	2012-13 <u>Estimated</u>	2013-14 <u>Target</u>
Identify Vacant Underutilized Buildings with Eureka Main Street and solicit unique Businesses with Following Programs	100%	100%	100%	100%
Enterprise Zone				
Business Loan				
State/Federal Loans/Grant programs				
Development Assistance Programs				
Façade Improvement Loan				
Rental Rehab Loan Program				

# General Government

DEPARTMENT: Finance

FUND: SA Debt Service Fund-Merged Area  
SA Capital Fund-Merged Area  
SA Administration



PROGRAM: Successor Agency - Admin

ACCOUNT: 46410

**CREATE AN EXCITING THEATRE DISTRICT IN DOWNTOWN EUREKA CAPABLE OF SUPPORTING A WIDE VARIETY OF PERFORMANCES AND ATTRACTING VISITORS FROM OUT OF THE AREA.**

<b>PERFORMANCE MEASURES:</b>				
	<b>2011-12</b>	<b>2012-13</b>	<b>2012-13</b>	<b>2013-14</b>
<b><u>Supporting Departmental Objectives</u></b>	<b><u>Actual</u></b>	<b><u>Target</u></b>	<b><u>Estimated</u></b>	<b><u>Target</u></b>
Develop "F" Street corridor as Theatre District				
Assist Historic Theatre Development By				
Providing Access to the Following Programs	100%	100%	100%	100%
Enterprise Zone				
Business Loan				
State/Federal Loans/Grant programs				
Development Assistance Programs				
Façade Improvement Program				
Seismic Upgrade Program				

**SUPPORT RE-OPENING AND SUCCESSFUL OPERATION OF THE EUREKA INN**

<b>PERFORMANCE MEASURES:</b>				
	<b>2011-12</b>	<b>2012-13</b>	<b>2012-13</b>	<b>2013-14</b>
<b><u>Supporting Departmental Objectives</u></b>	<b><u>Actual</u></b>	<b><u>Target</u></b>	<b><u>Estimated</u></b>	<b><u>Target</u></b>
Meet with Prospective Buyers to Encourage				
Development through	100%	100%	100%	100%
Enterprise Zone				
Business Loan				
State/Federal Loans/Grant programs				
Development Assistance Programs				
Mills Act				
Façade Improvement Program				
Historic Tax Credits				

**COMPLY WITH CALIFORNIA REDEVELOPMENT LAW REQUIREMENTS**

<b>PERFORMANCE MEASURES:</b>				
	<b>2011-12</b>	<b>2012-13</b>	<b>2012-13</b>	<b>2013-14</b>
<b><u>Supporting Department Objectives</u></b>	<b><u>Actual</u></b>	<b><u>Target</u></b>	<b><u>Estimated</u></b>	<b><u>Target</u></b>
Annual Report Completed	Yes	Yes	Yes	Yes
Statement of Indebtedness Completed	Yes	Yes	Yes	Yes
Provide Staff Support to RAB	Yes	Yes	Yes	Yes
Implement Goals & Policies of the				
Redevelopment Plan	Yes	Yes	Yes	Yes

# General Government

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**DEPARTMENT:** Finance

**FUND:** SA Low & Mod Income Housing



**PROGRAM:** Successor Agency - Admin

**ACCOUNT:** 46310

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## PROGRAM MISSION:

Provide rehabilitation loans and grants to eliminate health and safety hazards within the community. Eliminate blight from neighborhoods. Assist homeowners and tenants with relocation and lead based paint grants to mitigate lead based paint hazards during rehabilitation projects. Provide assistance and documentation for the update of the City's Housing Element. Keep housing rehabilitation program, residential anti-displacement and temporary relocation plan, and all other program guidelines current.

## PROGRAM DESCRIPTION:

The Low & Moderate Income Housing Fund Programs receive funding from the 20% tax increment revenue generated from the three project areas of the Redevelopment Agency. It funds and/or administers a number of programs or grants, including the First Time Homebuyer, Housing Rehabilitation, Lead Based Paint Hazard Reduction Grant Program and the Downtown Residential Seismic Retrofit loans. Funds are also used to meet cash match requirements of other State and Federal Grant applications. **First Time-Homebuyer Program:** This program provides up to \$120,000 in second mortgage financing to supplement a qualified First Time Homebuyer's down payment. **Housing Rehabilitation:** The program targets low-moderate income homeowners and provides deferred or amortized low interest loans for rehabilitation. **Lead Hazard Evaluation and Reduction Grant Program:** This program provides funds for the evaluation, inspection, mitigation and clearance of lead based paint hazards found in residential rehabilitation projects. **Downtown Residential Retrofit Loans:** This program provides "gap" financing for property owners in the Redevelopment Project area for the purpose of seismically retrofitting unreinforced masonry (URM) residential structures. Funds must be used to complete the seismic upgrade of "high hazard" structures and cannot be used for mechanical/electrical or exterior façade upgrades. **HOME Program First Time Homebuyer Grant #03-HOME-0677:** Agency provided \$100,000 in cash match for Redwood Community Action Agency, acting as a CHDO to provide First Time Homebuyer loans. **Paint Up/Fix Up Grants:** This program funds repairs and paint to the exterior of residences located Buhne Street north to the city limits. Currently grants are being provided at \$2,500 per property.

# General Government

DEPARTMENT: Finance

FUND: SA Low & Mod Income Housing



PROGRAM: Successor Agency - Admin

ACCOUNT: 46310

**COUNCIL GOALS SUPPORTED:**

**CONTINUE REDEVELOPMENT PROGRAMS THAT ENCOURAGE THE UPGRADE OF EXISTING HOUSING UNITS**  
**CONTINUE TO ENCOURAGE EUREKA'S HOMEOWNERS TO ENHANCE THEIR PROPERTY**  
**INCREASE AFFORDABLE HOUSING OPPORTUNITIES IN EUREKA**  
**PRESERVE EUREKA AS AN AFFORDABLE PLACE TO LIVE THAT OFFERS A VARIETY OF OPTION FOR FIRST TIME HOMEBUYERS**

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2011-12 Actual</u>	<u>2012-13 Target</u>	<u>2012-13 Estimated</u>	<u>2013-14 Target</u>
Update Policies & Procedures of the City's Rehabilitation Program	No	No	No	Yes
Humboldt Housing & Coalition Grant Writing Consultant Fees	Yes	Yes	Yes	Yes
FTHB Program Amendments & New Lender Selection	No	No	No	Yes
First Time Homebuyer Loans	4	2	2	8
Housing Rehabilitation Loans	2	0	0	3
Rental Rehab Loan	0	1	1	1
Paint Up/Fix Up Grants	9	20	4	20
Lead Based Paint	2	3	2	3
Loan Increase	1	1	1	1
Downtown Residential Seismic Retrofit				
Loan & Rental Rehab (May Motel)	0	0	0	1
Relocation Grants	0	0	0	1

