



EUREKA

❖ C A L I F O R N I A ❖

2016-2017 Proposed Budget

FY 2016-2017 Annual Budget



Frank Jager
Marian Brady
Linda Atkins
Kim Bergel
Melinda Ciarabellini
Natalie Arroyo

Mayor
Council Member
Council Member
Council Member
Council Member
Council Member

Greg Sparks

City Manager

City of Eureka, California





The City of Eureka Organizational Chart

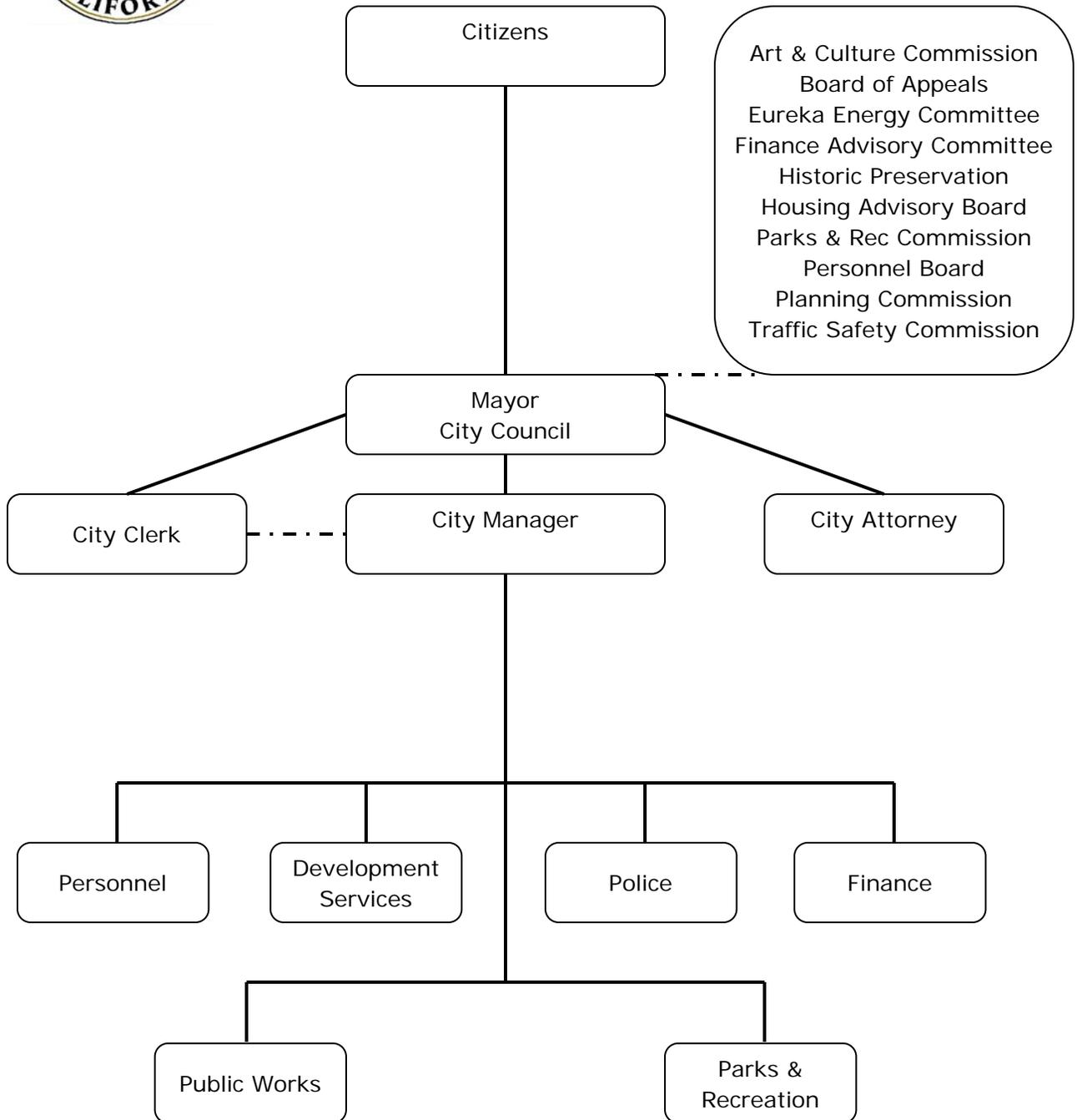


Table of Contents



A. Introduction

City Manager's Transmittal	
Community Profile	

B. Budget Graphics and Summaries

Overview	1
Summary of Revenue Source (graph)	2
Revenue Summary by Fund Type	3
Summary of Operating Program Expenditures by Type (graph)	4
Summary of Operating Program Expenditures By Function (graph)	6
Operating Expenditures Summary by Department	7
General Fund Revenues & Expenditures (graphs)	9
General Fund Trends (graph)	10
Description of Revenues	11
Summary of Changes in FTE Positions	13
Positions by Department	14
Recap of Funds 2015-16, 2016-17 and 2017-18	18

C. Program Summaries

Overview	23
Allocated Costs	24
Legislative	26
City Council	30
Mayor	31
City Manager	34
City Manager	35
City Attorney	38
City Clerk / Chief Information Officer (CIO)	42
City Clerk	45
Information Technology Operations	48
Emergency Operations Center	52
Liability Risk Management	54
Workers Comp Risk Management	55
Employee Benefits	56
Personnel	58
Human Resources Management	59
Finance	62
Finance	64
Non-Departmental	69
Transit - General Public	71
Transit - Paratransit	73
Successor Agency	75
Police	76
Police	77
Communication	81

Table of Contents



Police (continued)	
Parking Enforcement	83
Fire	84
Parks & Recreation	88
Administration	91
Sequoia Park Zoo	92
Park Operations	95
Adorni Center	98
Recreation Administration	101
Recreation - Youth Programs and Activities	102
Recreation - Adult Programs and Activities	104
Environmental Programs	106
Facilities Operations	108
Harbor Operations	110
Wharfinger	113
Public Works	116
Administration	119
Stormwater	121
Streets/Alley Maintenance	124
Water Distribution	126
Water Treatment	128
Sewer Collection	130
Wastewater Treatment	132
Equipment Operations	134
Engineering	136
Engineering - Traffic/Signals	144
Building - Construction Regulation	148
Building - Code Enforcement	151
Development Services	154
Community Development	158
Housing Programs	168
Property Management	170
Municipal Airport	172
Golf Course	174
Non-Operating	176
Debt Service	179
Interfund Transfers	180

Table of Contents



D. Fund Summaries	
Overview	184
General Funds	185
Special Revenue Funds	187
Enterprise Funds	193
Internal Service Funds	196
Trust Funds	198
Eureka Successor / Redevelopment Agency Funds	200
E. Revenues by Fund	
City of Eureka Funds	203
Redevelopment / Successor Agency Funds	218
F. Expenditures by Fund	
City of Eureka Funds	221
Redevelopment / Successor Agency Funds	232
G. Capital Improvement Plan & Projects by Fund	
Projects by Fund	235
H. Budget Reference Materials	
Overview	239
Frequently Asked Questions	240
2016-17 Budget Preparation Calendar	241
Budget Policies and Practices	242
Demographics & Statistics	250
Appropriations Limits	254
Fund Structure Chart	256
Glossary of Terms	258

Section A
Introduction



City Manager's Transmittal



April 5, 2016

Honorable Mayor and City Council:

I am pleased to submit the Proposed Budget for the 2016-17 Fiscal Year. This budget message outlines principles and important issues of the City's financial planning efforts. The 2016-17 Budget includes the recommended operating programs and Capital Improvement Plan (CIP) projects.

The budget serves as the primary programming tool for the implementation of the key policy documents which have been adopted by the City Council. Although the budget helps manage the City's immediate future by tying programs and service delivery activities to policies, goals, and fiscal resources, it is important to emphasize that managing programs and fiscal resources is an on-going process that is not limited to the City's formal budgetary process.

The adopted operating programs are designed to maintain existing service levels to the greatest extent possible. City departments continuously scrutinize services to maximize operational efficiencies. The 2016-17 Proposed Budget maintains the size of the City workforce following several years of reductions. This is a result of improved revenues and cost controls and organization right-sizing.

Key Budget Principles

As in past years, the 2016-17 Budget is based on policies which govern the stewardship of public funds and reflect the City's commitment to balanced financial planning. While all the policies and objectives were utilized in composing the budget, there were several major principles which most influenced the shape of the financial plan. These include:

- ❖ The recommended Budget will balance recurring expenditures with recurring revenues.
- ❖ Basic services will be maintained to the greatest extent possible.
- ❖ Working capital will be maintained at levels which will reasonably protect the City from future uncertainties.
- ❖ Revenues will be estimated at realistic levels.
- ❖ Program costs will be developed to reflect a true picture of the cost of operation.
- ❖ Personnel layoffs will be avoided to the greatest extent possible.
- ❖ The recommended budget will comply with provisions of the State Constitution, City Charter, Municipal Code, and sound fiscal policy.

Basis of Budgeting

The basis of budgeting is explained here to assist readers of the budget document, and to

City Manager's Transmittal



provide a bridge between the budget presentation in this document and the accounting presentation in the Comprehensive Annual Financial Report (CAFR). The City's governmental funds consist of the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Project Funds for both the City and Successor Agency. Governmental fund budgets are developed using the modified accrual basis of accounting. To summarize, under this basis, revenues are estimated for the fiscal year if they are susceptible to accrual, e.g. amounts can be determined and will be collected within the current period. Principal and interest on general long-term debt are budgeted as expenditures when due, whereas other expenditures are budgeted for liabilities expected to be incurred during the current period.

Proprietary fund budgets are adopted using the full accrual basis of accounting whereby revenues are recognized when earned, and expenses are recognized when incurred. The City's Enterprise Fund types consist of the Water, Sewer, Transit, Harbor, Building and Golf Course funds. Principal and interest on long-term debt are budgeted as expenses within the proprietary debt service funds.

City Council Goals & Objectives

All of the adopted Program and Capital Budgets for the 2016-17 fiscal year are integral to the accomplishment of the City Council's long-term goals for the City of Eureka. Those goals encompass quality of life, safety within the community, and continued financial stability. As our city moves into the future, departments are carrying out programs to meet City Council and General Plan goals in the areas of:

- Public Safety
- Economic Development
- Downtown and Waterfront Development
- Housing and Neighborhood Improvements
- Transportation Management

Financial Condition Summary

Financial Outlook

For FY 2016-17 the overall economic outlook for the City of Eureka remains cautiously optimistic. Leading indicators, such as Sales Tax, Transient Occupancy Tax, and Property Tax revenues are projected to increase slightly.

As the City continues to rebuild itself financially, it is imperative to fund the infrastructure of the organization first to insure long term stability. As mentioned throughout the budget document, due to the financial stress associated with the recession, a number of reserves were tapped in the past and replacement funds minimized. As revenue increases over the coming years, the priority of restoring the City's reserves is paramount. Fiscal recovery should include the implementation of policies and practices that will assist the City to become more adaptable to changing conditions and to better withstand future economic downturns. This budget continues the practice that began last year in rebuilding General Fund reserves, while also making modest improvements to streets and facilities.

City Manager's Transmittal



The City has financial policies to assist in the long-term fiscal recovery. These policies are designed to assist the City Council in the implementation of fiscal strategies and tactics that will maintain the City's core service levels, bolster cash reserves, and ensure long-term fiscal solvency.

Budget Content

The recommended budget is consistent with the City Council direction of keeping public safety as the number one budget priority with funding for public safety comprising approximately 69% or \$19.1 million of the City's General Fund budget. A range of other City services comprise the balance of the City's budget. The budget balancing plan for FY 2016-17 continues several ongoing strategies which will contribute to the City's long-term financial stability.

Financial Plan Overview

The total Proposed Operating Budget for the City is nearly \$58 million for 2016-17, which includes one-time CDBG funding of \$2.1 million. This represents a .6% increase from the 2015-16 Adopted Budget, after factoring out the one-time grant expenditures. A majority of the \$360,000 increase in operating budgets is due to increased pension costs, health insurance and workers' compensation costs. An additional improvement, implemented with last year's budget document, from a financial planning perspective is the inclusion of a 2017-18 estimated budget. This second year budget provides a longer-term view of projected revenues and expenditures to guide the policy-making process.

General Fund Highlighted

The General Fund is the primary funding source for the delivery of essential City services, ranging from public safety to planning. Unlike the enterprise operations - such as water, sewer, or building regulation, that are somewhat able to set fees at levels necessary to recover their costs - General Fund programs have limited sources of non-tax funding.

Expenditures: Total General Fund appropriations are \$27.8 million for 2016-17, which includes an increase in the operating expenditure budget of 3.3%, or \$842,000, from the prior fiscal year.

City Manager's Transmittal



General Fund Appropriations (in thousands)	2015-16 Projected	2016-17 Proposed	2017-18 Projected
Operating Budgets	\$ 25,029	\$ 26,662	\$ 26,903
Debt Service	281	130	130
Capital Projects	136	475	123
Transfers	1,135	500	500
Total General Fund	\$ 26,581	\$ 27,767	\$ 27,656

The estimated General Fund working capital at June 30, 2016, is \$2.6 million, or 12% of the total General Fund operating budget, which is lower than the City's goal of 60 days of operating expenditures (16.7%; or approximately \$4.2 million). However, it is an increase of \$1.8 million from what was projected for the current year budget.

Revenues: The Adopted 2016-17 Budget relies on revenue projections which indicate the amount of resources available to be allocated to city services over the coming year. Forecasts of the major General Fund Revenues, Sales Tax; Transaction and Use Tax; and Property Tax, were based on recommendations from the City's tax compliance consultant.

The following assumptions regarding revenue projections are reflected in the budget:

- Sales tax is expected to increase slightly for the next year;
- Adopted by the voters in November 2010, Measure "O" funds added a ½-cent City Sales Tax. This general purpose revenue measure is projected to generate \$4.4 million in 2016-17. This funding enables the City to provide important and valued services to the community; for day-to-day operating programs and one-time capital improvements;
- Property values in Eureka remain stable;
- No major changes in the structure of existing local government revenues. Allocation of local revenues may be affected by State legislative decisions;
- Increases to various City fees and charges, based on cost of service, will be approved, implemented, and will achieve the revenue targets. Revenues from "charges for services" are projected to decrease by approximately 9% over the previous year's budgeted amounts, when revenues from cost allocation are removed from the calculation.



Operating Program Expenditures

The City of Eureka has traditionally delivered a high level of basic police and fire services to the community. However, funding for basic street maintenance and other public infrastructure has generally not kept pace with system needs. Despite the status of the City's overall budget, the needs of the City and its residents must be addressed. The 2016-17 Adopted budget includes funding to support to the extent possible those areas deemed critical to sustaining a healthy community and encouraging a prosperous future.

Issues and initiatives for the coming year

The City continually strives to improve the level and quality of service provided to its citizenry as has been demonstrated through the various on-going service levels contained with this budget. In future years, the City's goals and objectives will continue to be reflective of the desire to improve the quality of life and economic prosperity for Eureka's citizens.

- **Critical Future of the General Fund.** This year our goal is to adopt a balanced General Fund budget, with recurring revenues equaling or exceeding recurring expenditures. We need to be continually focused on creating and maintaining a fiscally sound and sustainable budget. The comprehensive financial picture is made up of several components: contingency reserves that cushion annual fluctuations in revenue collections, sufficient working capital to protect against disaster and uncertainty, ongoing and consistent capital planning and improvements, adequate funding of liabilities, and continuation of fair and competitive compensation for our workforce. The need to plan for future reductions in State resources and continually increasing costs within the General Fund and their projected budget consequences must be considered during the 2016-17 year as well as future years.
- **Retirement Benefit Costs** CalPERS has implemented reforms including a tiered system called PEPRA, which has reduced retirement benefits thereby reducing costs. In the short term, retirement costs will continue to increase, but are expected to stabilize within the next seven to ten years as classic PERS members decrease, and the number of PEPRA employees increase.
- **Health Insurance Costs.** The City's health insurance premium projection includes a 5% increase for FY16/17.
- **Waterfront Maintenance and Development.** With the investment of nearly \$60 million during the past fifteen years to develop the waterfront and boardwalk area in Eureka, it is critical that these aesthetic additions to our community be maintained. To attract new construction and development investment in the future, this area must have adequate funding both to maintain and improve public infrastructure.
- **Street & Road Maintenance.** Clearly, one of the greatest challenges facing Eureka is the need to maintain the City's street and road infrastructure. In FY 2016-17 and beyond, the City is faced with the need to fund approximately \$2 million per year related to street maintenance. The proposed budget includes \$250,000 of General Funds supplement gas tax revenues toward street improvements. It is staff's belief that based on current revenue and expenditure trends, that insufficient funding will be available for street and sidewalk maintenance in the near term. There is current legislation under consideration in Sacramento, SB16, that would provide additional funding for five years for city street and roadway improvements. This would be accomplished by an increase in the excise tax and

City Manager's Transmittal



the Vehicle Registration Fee.

- **Business Development and Retention.** We continue to work in partnership with the business community, strengthening our formal and informal ties to local commerce, to develop our community's business potential. We emphasize assistance for businesses within our community equally with retention efforts for businesses considering relocation outside of Eureka.
- **Infrastructure Construction and Improvements.** With the exception of the water and wastewater capital improvements which continue this year, we fall far short of meeting the City's infrastructure needs. Most available funding continues to find application in operational budgeting areas, meaning that the rate of decline in the usefulness of our City's infrastructure base has outpaced our ability to carry out needed capital upgrading and replacement. The proposed budget includes \$250,000 toward facilities improvements, which is still insufficient to keep up with deterioration.

Measures "O" and "Q"

Adopted by the voters in November 2010, Measure "O" set an added ½-cent City Transaction and Use Tax, which will expire June 30, 2016. Measure "Q" will extend this tax for another five years after that. This general purpose revenue is projected to generate \$4.3 million in FY 2016-17. This funding enables the City to provide important and valued services to the community; for both day-to-day operating programs and one-time capital improvements. It is the City Council's obligation to prioritize the use of this resource; just as it is their job to prioritize the use of all City resources. For this reason it is important that as the City Council sets goals for the FY 2016-17 Budget, it also considers the prioritized use of the Measure "O" funds.

Along with the five-year sunset and requirements for annual audits and annual community reports on how much revenue is generated by the measure and how the funds are spent, Measures "O" and "Q" also include accountability and citizen oversight provisions. These are general purpose measures and so the proceeds are not restricted to specific purposes. This enables the City Council with flexibility to respond to new circumstances and challenges. However the ballot language of the Measure provided examples of the types of uses that would be funded through the Measure. These included: police, fire, street maintenance, environmental programs, zoo, parks, and recreation. Through this budgetary process the City Council will allocate Measure "O", and later Measure "Q" funds, to operating programs and capital improvements.

Summary

Although the City continues to operate in a challenging economic environment, we have made strides in our goal of financial sustainability. Our goal has been to develop a budget that will meet the needs of our community without compromising the future. The proposed budget positions the City with the necessary resources to make some improvements to our existing infrastructure and facilities, while preserving our long-term fiscal health by aligning revenues and costs. This budget also re-initiates the maintenance of prudent working capital at established policy levels.

While the recommended budget is balanced, the City Council and community must be mindful that there are a number of uncertainties still facing the community. The "jobless recovery" currently underway is still putting a strain on our economy. The recovery itself is uneven and local governments are feeling its impacts in some of our lagging revenues. Even with the

City Manager's Transmittal



cooperation of our employees in containing personnel costs, we are faced with the prospect of benefit costs beyond our control and the problem of how to address these in the future. Nonetheless, we will continue to adhere to sound financial practices that will allow us in the long term to successfully meet the challenges of providing quality public services.

I would like to express my thanks to the management team and to Wendy Howard and Lane Millar of the Finance Department, for all of their efforts and diligent work in crafting this budget document. Despite our fiscal challenges, we remain focused on high-quality service provision to the citizens of Eureka. I appreciate the Council's vision and continued support of the organization as we fulfill that vision.

Respectfully submitted for your consideration,

Greg L. Sparks
City Manager

Community Profile

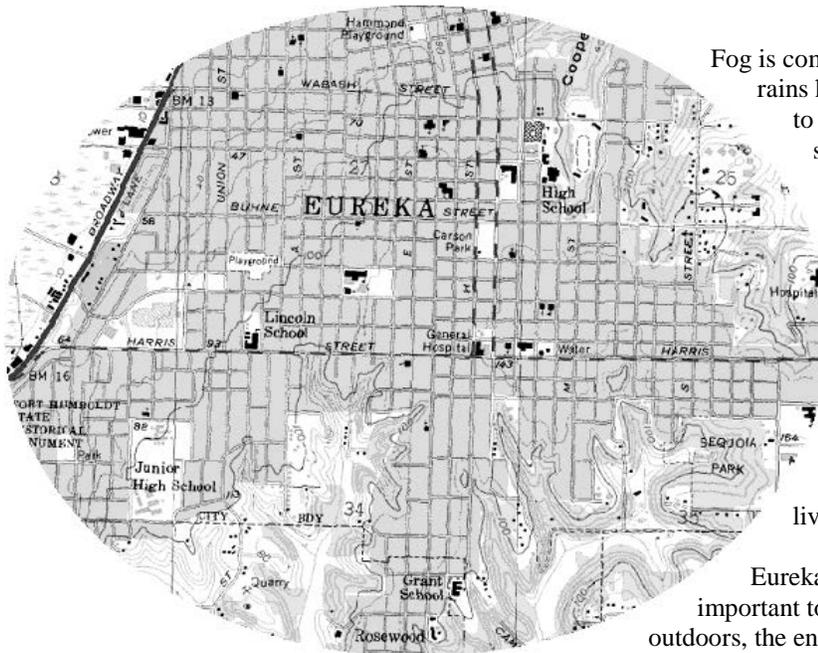
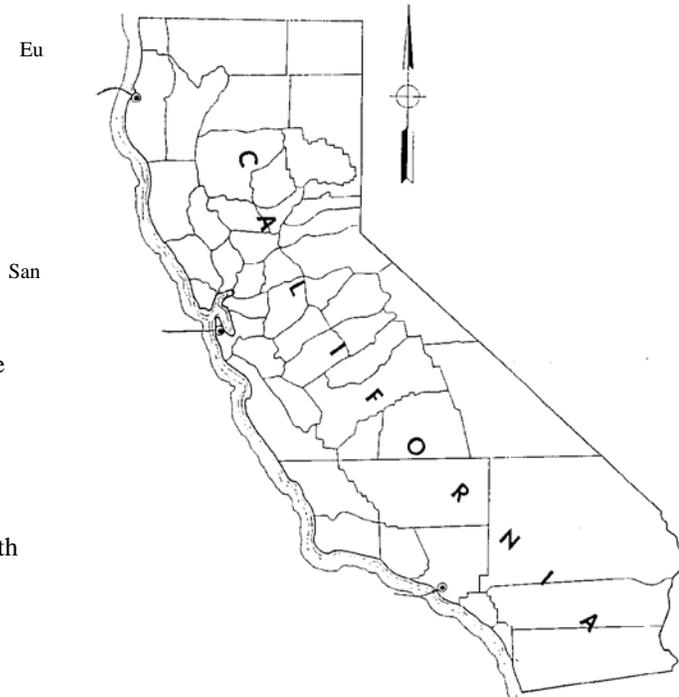


Bustling into Western history during the famous California Gold Rush, the City of Eureka thrived for many years on the area's rich abundance of redwood timber. Quickly establishing itself as the commercial hub of the North Coast, Eureka fused a stunning array of Victorian architecture with the rugged beauty of the Northwest to create a truly unique community.

Today, Eureka is an established *State Historical Landmark* due to the presence of so many examples of Victorian and other "period" architecture. Many of these homes and buildings have been preserved and painstakingly restored. Eureka still maintains the highest level of Victorian homes per capita in California.

Eureka is located on Humboldt Bay, with the Pacific Ocean to the west and mountains and forests to the east, north, and south. It is the North Coast's largest coastal town north of San Francisco and the central location for the area's government, commerce and culture.

A moderate climate prevails, summer and winter.



Fog is common. Bring your umbrella, because it rains here - fall, winter, and spring. Due to the geographical diversity of the area, summer temperatures in the nearby mountains and in Southern Humboldt County, just minutes from Eureka, range into the 90's.

Eureka's population is approximately 26,946. Another 14,000 reside immediately adjacent to the city limits. Hence, the greater Eureka population is approximately 41,000. About 100,000 people, or 85 percent of Humboldt County's total population, live within a 20-mile radius of Eureka.

Eureka and the nearby cities reflect what is important to our community - family, work, the outdoors, the environment, the arts, and community service. In Humboldt County the lifestyle is relaxed. Many

residents live in rural settings, away from neighbors, yet within minutes of jobs, schools, rivers, woods, and the beach. Traffic jams and crowded beaches don't exist and natural beauty is available at every turn.

Community Profile



Shopping, services, and recreation are abundant in Eureka. As “the hub city” for Northwestern California, Eureka offers a broad range of cultural resources and amenities such as museums, libraries, parks, galleries, theaters, fitness and recreational facilities along with retail outlets, medical care, automotive services, restaurants, accommodations, professional, and technical services.

Fun and fitness are valued in Humboldt County, but activities aren’t limited to golf, tennis, dancing, swimming, bicycling, organized sports, or classes. National and state parks, National Forests, acreage managed by the Bureau of Land Management, and proximity to rivers and wilderness areas provide terrific hiking, hunting, fishing, sailing, rafting, and camping. The Eureka area is also especially attractive to recreational and sports enthusiasts, boasting some of the most exciting ocean and river fishing in the world.

Eureka’s visitors enjoy friendly and unpretentious attitudes among the people they meet.

People are generous here and many examples of this generosity and commitment to community exist in Eureka, where people live and work together to build community assets.

The raw pioneer spirit that grabbed opportunity at every chance has evolved into a more sophisticated version - a version that looks at the new century demands of tomorrow. Our residents are active in business and government giving the community a vision of the future. City and community leaders along with governmental agencies are setting a swift and concerted pace on behalf of the community to achieve exceptional progress. They acknowledge that the whole is greater than the sum of the parts because Eureka is a place where voices and viewpoints are heard.



Section B
Budget Graphs &
Summaries

Budget Graphics & Summaries



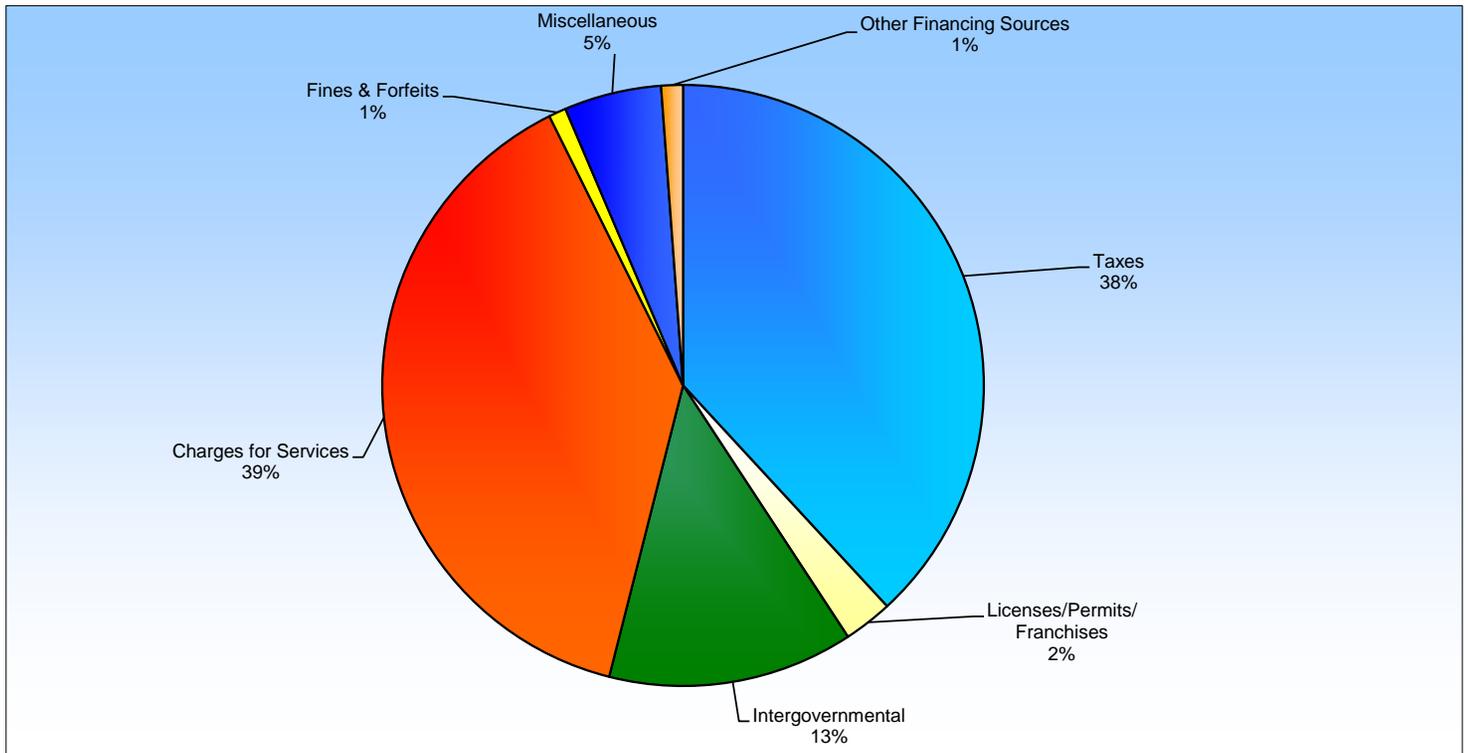
OVERVIEW

The budget charts and tables in this section highlight key financial relationships and trends. This section summarizes the budget document with the following charts and tables:

- Summary of Revenues by Source
- Summary of Operating Program Expenditures by Type
- Summary of Operating Program Expenditures by Function
- Operating Expenditure Summary by Department
- General Fund Revenues and Expenditures
- Summary of Recommended Regular Positions
- Summary of Changes in FTE Positions
- Positions by Department
- Recap of Funds 2015-16; 2016-17; 2017-18

Generally, charts are for the 2016-17 fiscal year, while tables present information for four fiscal periods: 2014-15 Actual, 2015-16 Amended Budget, 2015-16 Estimates (Estimated Actuals) and 2016-17 Proposed Budget and 2017-18 Projected Budget.

Summary of Revenue Source



2016-17 REVENUE SOURCES \$66,315,059

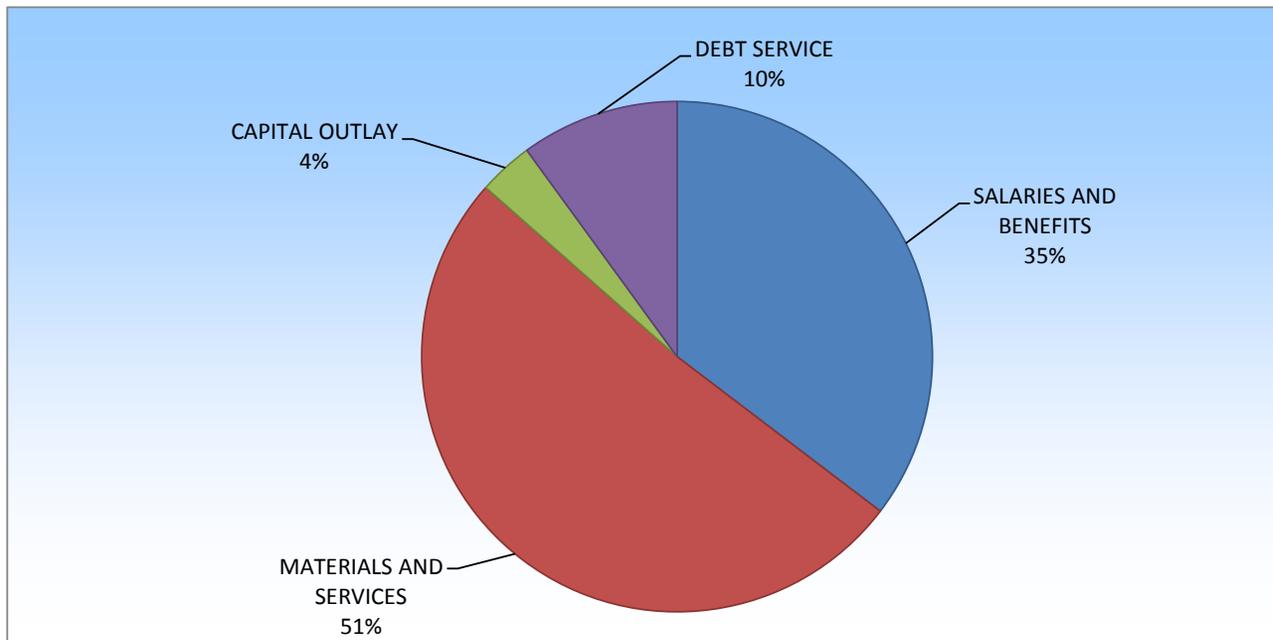
	2014/15 Actual	2015/16 Estimated	2016/17 Budget	2017/18 Budget
Taxes	23,812,636	25,527,434	25,289,720	25,763,264
Licenses/Permits/Franchises	1,379,984	1,742,930	1,743,500	1,743,500
Intergovernmental	9,175,364	8,800,774	8,745,221	4,937,738
Charges for Services	24,528,197	26,208,437	25,676,225	25,683,225
Fines & Forfeits	1,497,792	646,642	619,000	619,000
Miscellaneous	9,384,639	994,249	3,467,110	3,467,110
Other Financing Sources	28,663,164	6,821,337	774,283	774,283
TOTAL	98,441,776	70,741,803	66,315,059	62,988,120

Revenue Summary By Fund Type



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
GENERAL FUND						
	Taxes	20,548,084	21,374,318	21,374,318	21,751,693	22,225,237
	Licenses/Permits/Franchises	962,919	1,267,800	1,267,800	1,231,300	1,231,300
	Intergovernmental	2,494,320	2,381,510	2,381,510	2,395,920	2,440,198
	Charges for Services	1,304,995	1,258,900	1,208,900	1,145,950	1,145,950
	Fines & Forfeits	338,851	208,642	208,642	199,000	199,000
	Miscellaneous	4,018,728	135,459	152,926	141,460	141,460
	Other Financing Sources	3,527,700	4,241,142	4,241,142	-	-
	Subtotal	33,195,597	30,867,771	30,835,238	26,865,323	27,383,145
SPECIAL REVENUE FUNDS						
	Taxes	50,000	-	-	-	-
	Licenses/Permits/Franchises	54,839	66,130	66,130	61,200	61,200
	Intergovernmental	5,336,721	6,580,369	4,843,236	4,620,244	768,483
	Charges for Services	83,824	30,000	30,000	30,000	30,000
	Fines & Forfeits	206,989	108,000	158,000	140,000	140,000
	Miscellaneous	160,361	61,000	66,113	61,000	61,000
	Other Financing Sources	461,981	706,102	706,102	300,000	300,000
	Subtotal	6,354,715	7,551,601	5,869,581	5,212,444	1,360,683
DEBT SERVICE FUNDS						
	Taxes	2,990,270	4,153,116	4,153,116	3,538,027	3,538,027
	Charges for Services	-	-	-	-	-
	Miscellaneous	495	-	-	-	-
	Other Financing Sources	67,126	-	-	-	-
	Subtotal	3,057,891	4,153,116	4,153,116	3,538,027	3,538,027
CAPITAL PROJECTS FUNDS						
	Miscellaneous	186	-	-	-	-
	Subtotal	186	-	-	-	-
ENTERPRISE FUNDS						
	Taxes	224,282	-	-	-	-
	Licenses/Permits/Franchises	362,226	409,000	409,000	451,000	451,000
	Intergovernmental	1,344,323	1,722,467	1,576,028	1,544,120	1,544,120
	Fines & Forfeits	951,952	280,000	280,000	280,000	280,000
	Charges for Services	15,035,283	15,195,954	15,231,793	15,312,600	15,312,600
	Miscellaneous	5,202,558	734,354	734,354	3,264,650	3,264,650
	Other Financing Sources	24,606,357	174,283	174,283	224,283	224,283
	Subtotal	47,726,981	18,516,058	18,405,458	21,076,653	21,076,653
INTERNAL SERVICE FUNDS						
	Taxes	-	-	-	-	-
	Intergovernmental	-	-	-	184,937	184,937
	Charges for Services	7,706,649	9,322,020	9,340,649	8,787,566	8,794,566
	Miscellaneous	2,311	-	40,856	-	-
	Other Financing Sources	-	-	1,699,810	250,000	250,000
	Subtotal	7,708,960	9,322,020	11,081,315	9,222,503	9,229,503
TRUST FUNDS						
	Charges for Services	397,446	397,095	397,095	400,109	400,109
	Miscellaneous	-	-	-	-	-
	Subtotal	397,446	397,095	397,095	400,109	400,109
TOTAL ALL FUND TYPES						
	Taxes	23,812,636	25,527,434	25,527,434	25,289,720	25,763,264
	Licenses/Permits/Franchises	1,379,984	1,742,930	1,742,930	1,743,500	1,743,500
	Intergovernmental	9,175,364	10,684,346	8,800,774	8,745,221	4,937,738
	Charges for Services	24,528,197	26,203,969	26,208,437	25,676,225	25,683,225
	Fines & Forfeits	1,497,792	596,642	646,642	619,000	619,000
	Miscellaneous	9,384,639	930,813	994,249	3,467,110	3,467,110
	Other Financing Sources	28,663,164	5,121,527	6,821,337	774,283	774,283
	GRAND TOTAL	98,441,776	70,807,661	70,741,803	66,315,059	62,988,120

Summary of Operating Program Expenditures By Type



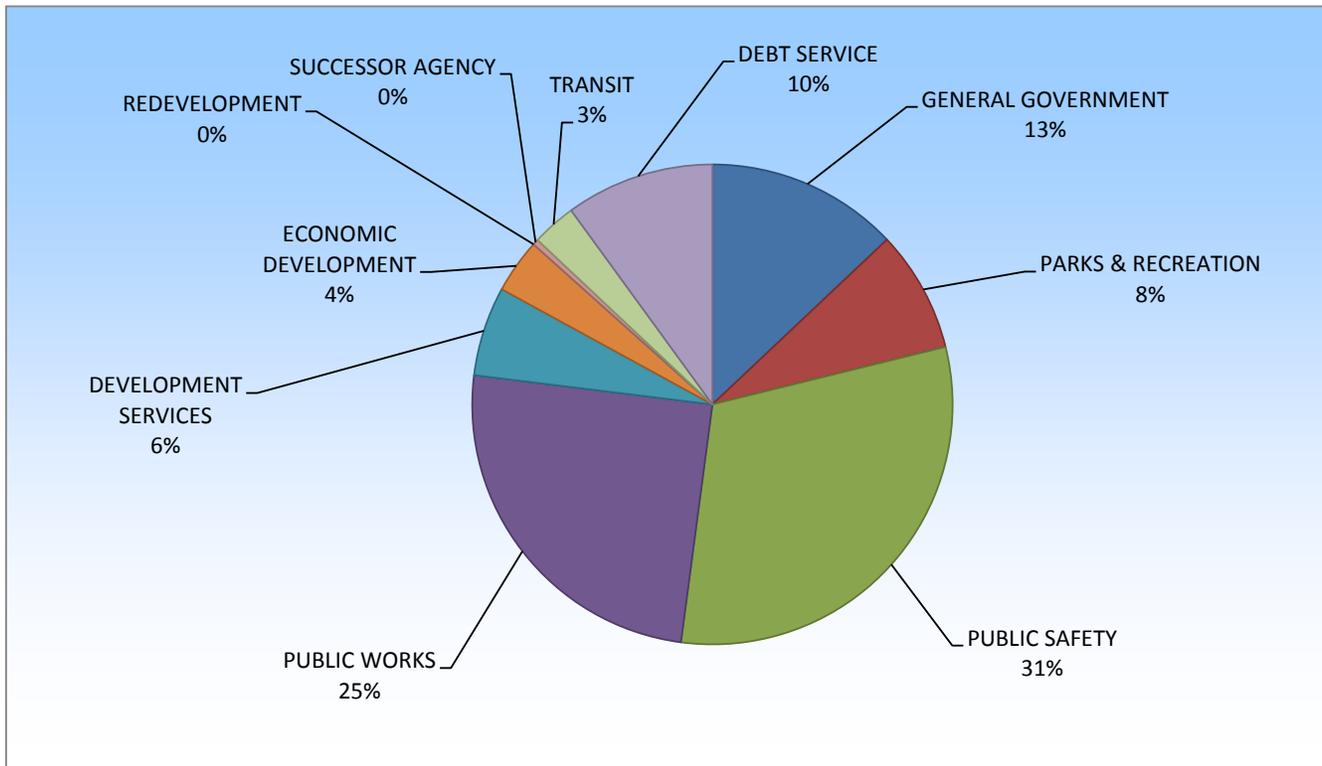
2016-17 OPERATING BUDGET \$64,353,202

	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
SALARIES AND BENEFITS	23,790,300	22,158,607	20,834,955	22,751,197	23,148,796
MATERIALS AND SERVICES	28,733,810	35,786,106	31,556,639	32,933,447	28,836,962
CAPITAL OUTLAY	943,751	2,266,245	1,821,356	2,227,048	2,227,048
DEBT SERVICE	3,684,021	6,542,012	6,542,012	6,441,510	6,079,488
Total *	57,151,882	66,752,970	60,754,962	64,353,202	60,292,294

* Does not include projects or other financing uses



Summary of Operating Program Expenditures By Function



2016-17 OPERATING BUDGET \$ 64,353,202

	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
GENERAL GOVERNMENT	7,400,933	8,091,814	8,043,941	8,335,939	8,371,916
PARKS & RECREATION	4,754,164	5,186,106	5,012,060	5,272,943	5,296,099
PUBLIC SAFETY	19,271,409	19,723,813	18,675,128	19,915,782	20,036,901
PUBLIC WORKS	15,600,151	15,686,266	15,448,605	15,995,507	16,027,617
DEVELOPMENT SERVICES	1,384,059	3,727,144	1,773,799	3,874,720	2,316,398
ECONOMIC DEVELOPMENT	2,609,168	5,489,723	3,122,185	2,352,926	0
REDEVELOPMENT	0	0	0	0	0
SUCCESSOR AGENCY	307,718	250,000	250,000	250,000	250,000
TRANSIT	2,140,259	2,056,092	1,887,232	1,913,875	1,913,875
DEBT SERVICE	3,684,021	6,542,012	6,542,012	6,441,510	6,079,488
Total *	57,151,882	66,752,970	60,754,962	64,353,202	60,292,294

* Does not include projects or other financing uses

Operating Expenditures Summary By Department



	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
LEGISLATIVE					
Salaries and Benefits	\$ 91,098	\$ 102,891	\$ 106,798	\$ 103,976	\$ 109,479
Materials and Services	59,215	48,281	48,281	40,684	40,684
Capital Outlay	-	-	-	-	-
Subtotal	150,313	151,172	155,079	144,660	150,163
CITY MANAGER					
Salaries and Benefits	241,359	245,881	254,302	266,864	270,295
Materials and Services	39,583	33,229	33,229	31,048	31,048
Capital Outlay	-	-	-	700	700
Subtotal	280,942	279,110	287,531	298,612	302,043
CITY CLERK					
Salaries and Benefits	467,388	581,405	467,609	506,970	514,918
Materials and Services	2,432,482	2,762,200	2,762,200	2,748,047	2,748,047
Capital Outlay	189,451	238,500	238,500	157,500	157,500
Subtotal	3,089,321	3,582,105	3,468,309	3,412,517	3,420,465
HUMAN RESOURCES					
Salaries and Benefits	369,685	398,962	409,091	425,859	434,297
Materials and Services	76,551	108,509	108,509	105,535	105,535
Capital Outlay	-	1,000	1,000	1,000	1,000
Subtotal	446,236	508,471	518,600	532,394	540,832
FINANCE					
Salaries and Benefits	1,056,944	800,423	793,180	1,004,918	1,022,754
Materials and Services	3,631,825	3,732,257	3,789,522	3,907,213	3,893,518
Capital Outlay	4,489	136,000	1,000	1,000	1,000
Subtotal	4,693,258	4,668,680	4,583,702	4,913,131	4,917,272
CITY ATTORNEY					
Salaries and Benefits	259,043	386,343	345,927	377,173	383,689
Materials and Services	192,333	183,930	183,930	180,218	180,218
Capital Outlay	2,570	5,000	5,000	5,000	5,000
Subtotal	453,946	575,273	534,857	562,391	568,907
POLICE					
Salaries and Benefits	9,038,327	9,478,075	8,723,179	9,329,715	9,517,635
Materials and Services	2,505,004	3,358,977	3,375,077	3,394,424	3,327,623
Capital Outlay	469,612	664,215	329,061	843,818	843,818
Subtotal	12,012,943	13,501,267	12,427,317	13,567,957	13,689,076
FIRE					
Salaries and Benefits	2,522,332	-	-	-	-
Materials and Services	4,699,498	6,208,546	6,208,546	6,333,825	6,333,825
Capital Outlay	24,386	-	25,265	-	-
Subtotal	7,246,216	6,208,546	6,233,811	6,333,825	6,333,825

Operating Expenditures Summary By Department

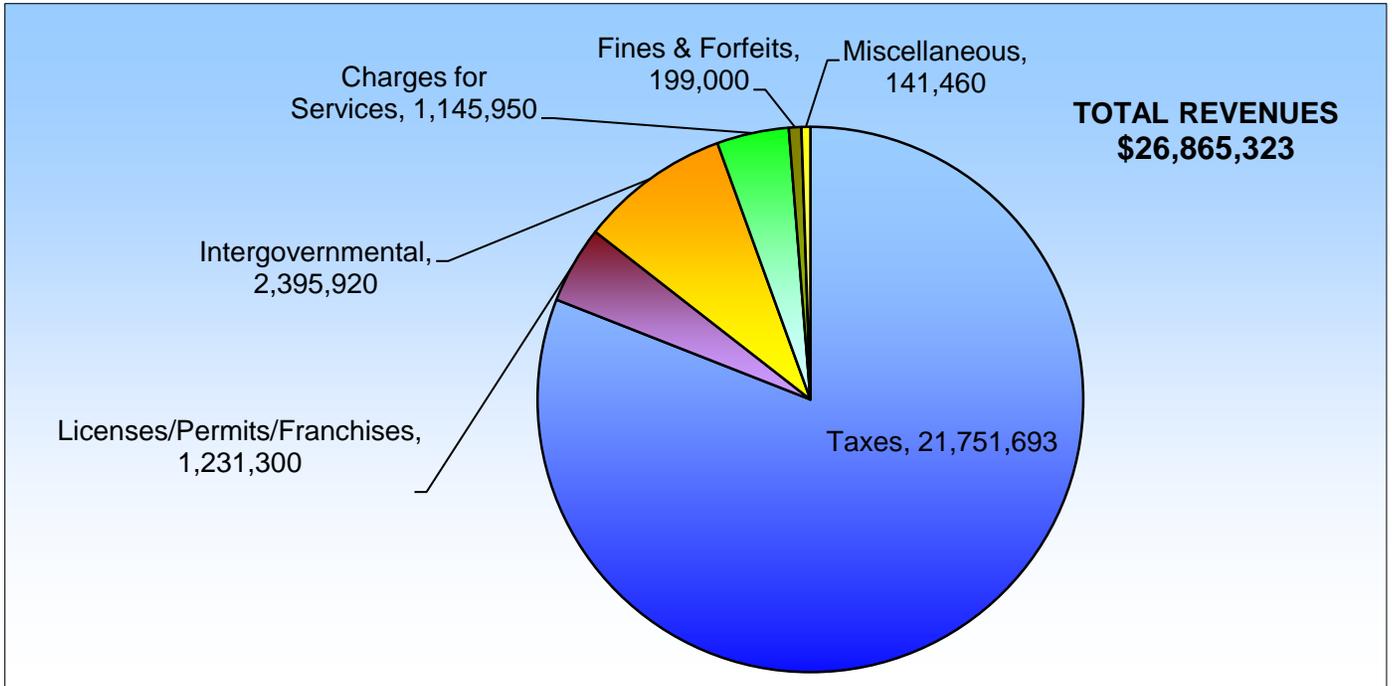


	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
PARKS & RECREATION					
Salaries and Benefits	2,754,531	3,023,201	2,859,155	3,127,133	3,166,002
Materials and Services	1,970,360	2,114,905	2,104,905	2,097,810	2,082,097
Capital Outlay	29,273	48,000	48,000	48,000	48,000
Subtotal	4,754,164	5,186,106	5,012,060	5,272,943	5,296,099
PUBLIC WORKS					
Salaries and Benefits	5,576,719	5,650,183	5,535,531	5,989,322	6,086,524
Materials and Services	9,854,396	9,024,401	8,914,401	9,258,761	9,198,761
Capital Outlay	222,848	1,173,530	1,173,530	1,170,030	1,170,030
Subtotal	15,653,963	15,848,114	15,623,462	16,418,113	16,455,315
DEVELOPMENT SERVICES					
Salaries and Benefits	921,608	1,094,148	943,088	1,219,158	1,243,094
Materials and Services	3,016,685	7,960,871	3,778,039	4,585,882	645,606
Capital Outlay	1,122	-	-	-	-
Subtotal	3,939,415	9,055,019	4,721,127	5,805,040	1,888,700
SUCCESSOR AGENCY					
Salaries and Benefits	64,427	-	-	-	-
Materials and Services	243,291	250,000	250,000	250,000	250,000
Subtotal	307,718	250,000	250,000	250,000	250,000
TOTAL OPERATING DEPARTMENTS					
Salaries and Benefits	23,363,461	21,761,512	20,437,860	22,351,088	22,748,687
Materials and Services	28,721,223	35,786,106	31,556,639	32,933,447	28,836,962
Capital Outlay	943,751	2,266,245	1,821,356	2,227,048	2,227,048
Subtotal	53,028,435	59,813,863	53,815,855	57,511,583	53,812,697
OTHER OPERATING EXPENDITURES:					
<u>Fire & Police Retirement Fund</u>					
Salaries and Benefits	426,839	397,095	397,095	400,109	400,109
Materials and Services	12,587	-	-	-	-
Subtotal	439,426	397,095	397,095	400,109	400,109
GRAND TOTAL *	\$ 53,467,861	\$ 60,210,958	\$ 54,212,950	\$ 57,911,692	\$ 54,212,806

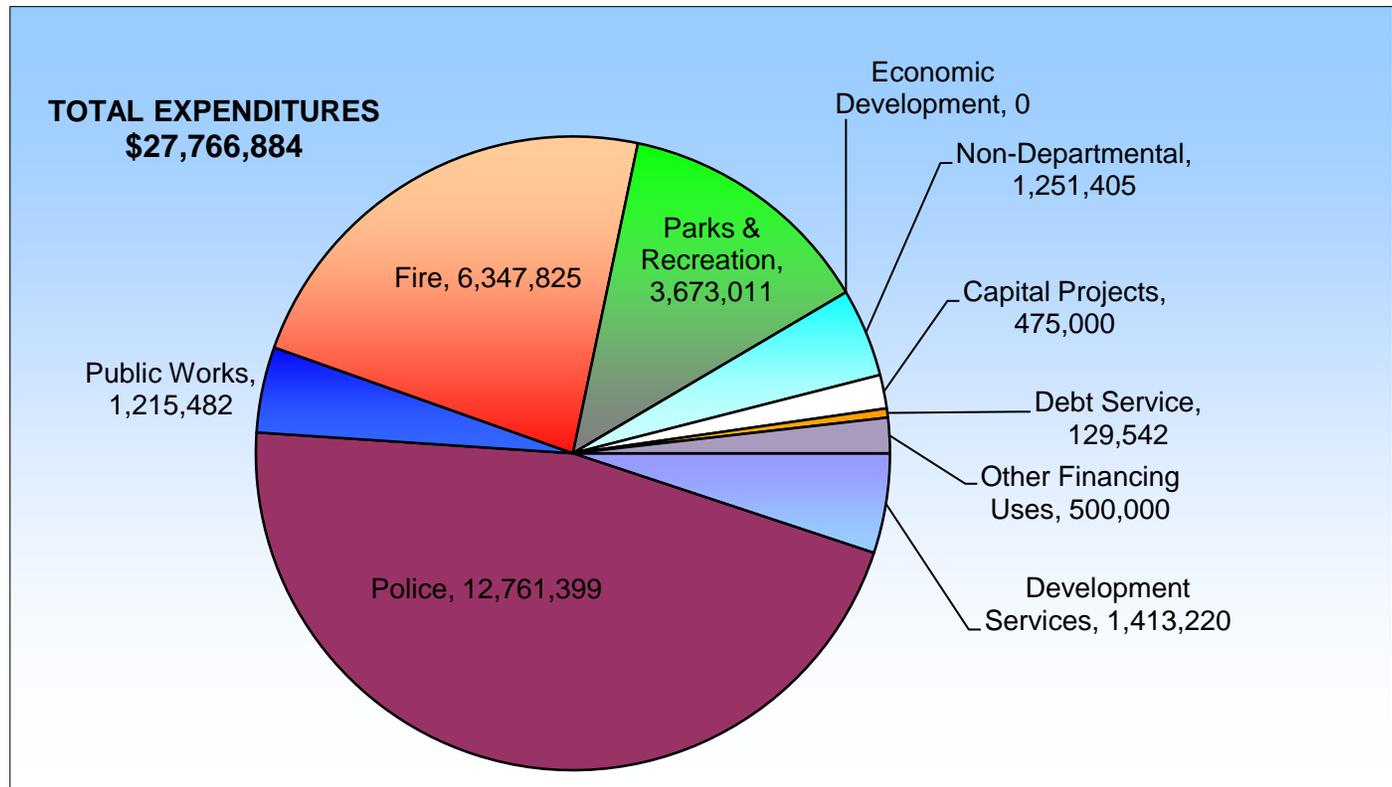
* Does not include debt service, projects or other financing uses



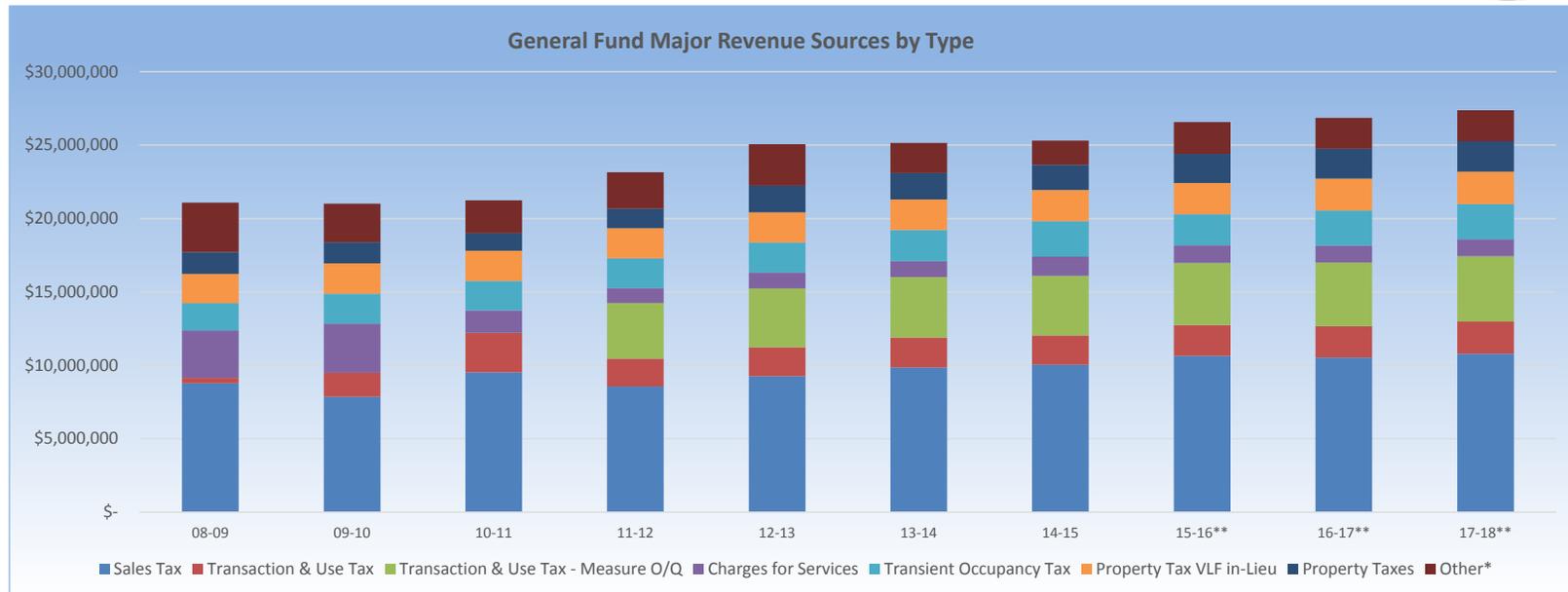
REVENUES: WHERE IT COMES FROM



EXPENDITURES: WHERE IT GOES



General Fund Trends



	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16**	16-17**	17-18**
Sales Tax	\$ 8,775,000	\$ 7,860,886	\$ 9,518,499	\$ 8,556,098	\$ 9,268,711	\$ 9,860,760	\$ 10,037,011	\$ 10,645,044	\$ 10,527,877	\$ 10,789,924
Transaction & Use Tax	375,000	1,628,022	2,688,403	1,900,000	1,966,634	2,037,130	2,005,554	2,096,622	2,142,000	2,198,000
Transaction & Use Tax - Measure O/Q	-	-	-	3,800,000	4,004,028	4,120,798	4,054,688	4,241,142	4,335,000	4,449,000
Charges for Services	3,236,585	3,356,328	1,539,094	1,017,791	1,092,381	1,074,450	1,304,995	1,208,900	1,145,950	1,145,950
Transient Occupancy Tax	1,848,000	2,032,584	2,002,077	2,019,361	2,032,949	2,125,469	2,419,501	2,100,000	2,400,000	2,400,000
Property Tax VLF in-Lieu	2,003,284	2,072,725	2,060,682	2,051,626	2,060,744	2,085,640	2,132,491	2,132,800	2,175,456	2,218,965
Property Taxes	1,475,000	1,437,587	1,192,487	1,325,932	1,810,383	1,788,314	1,707,505	1,974,154	2,022,943	2,063,403
Other*	3,369,900	2,630,601	2,243,214	2,476,657	2,830,049	2,060,540	1,650,201	2,177,967	2,116,097	2,117,903
Total	\$ 21,082,769	\$ 21,018,733	\$ 21,244,456	\$ 23,147,465	\$ 25,065,879	\$ 25,153,101	\$ 25,311,946	\$ 26,576,629	\$ 26,865,323	\$ 27,383,145

"Major revenue sources" include all revenues and other financing sources except certain one-time or windfall revenues, such as special grants, refunds and transfers in. They basically represent what is available for funding the ongoing operations of the General Fund on a consistent basis.

* Includes Business License Tax, Licenses, Permits & Franchises, Intergovernmental Revenues, Fines & Forfeits, Miscellaneous Revenues and other taxes.

** Estimates



MAJOR REVENUES OF THE GENERAL FUND

Sales Tax is the largest source of revenue to the General Fund. In accordance with the State Revenue Taxation Code and the Bradley-Burns Uniform Local Sales and Use Tax Law of 1955, the State imposes a 7.25% Sales and Use Tax on taxable sales in the City. The City receives 99.18% of the local 1% share of the 7.25% sales tax. The remaining .82% is retained by the State for administration.

Transaction & Use Tax

In November 2008 the voters of the City of Eureka approved a 0.25% retail transactions and use tax with the passage of Measure D, which also required the repeal of the Utility User's Tax. Both changes were effective April 1, 2009. In November 2009, the voters of the City of Eureka approved a 0.50% transactions and use tax with the passage of Measure O, effective April 1, 2011, which sunsets June 30, 2016. In November 2015 the voters extended this with the passage of Measure Q, which also has a five year sunset, and expires June 30, 2021.

Transient Occupancy Tax (TOT) is a tax on room charges for hotel and motel occupancy of less than thirty (30) days. The rate was increased in fiscal year 1992-93 from 8% to 9% and then in November 2008, the voters approved a 1% increase from 9% to 10% with the passage of Measure E that became effective April 1, 2009.

Property Tax is derived from the tax imposed on real property and tangible personal property. Since the passage of California Proposition 13, the tax is based on either a 1% rate applied to the 1975-76 assessed value of the property (which can increase by a maximum of 2% per year), or on 1% of the sales price of the property on sales transactions and construction which occur after the 1975-76 assessment. The amount collected by the County is distributed in accordance with State law to the various public agencies. Property tax currently funds about 5% of the General Fund's operating expenditures. Projections for property tax revenues are based on home valuations and the 2% maximum annual growth.

Business License Tax is a tax on businesses operating within the City. There is a minimum flat fee with an additional fee or fees added based on number of employees.

Franchise Taxes are charged to three entities by the City for granting a right-of-way or special privilege to conduct business within the City of Eureka. The tax for Pacific Gas & Electric is calculated by miles of line at 2%, or gross revenue receipts at 5%, whichever is greater. Sudden Link is charged 5% of gross sales in Eureka. City Garbage is charged 9% of gross sales in Eureka.

Motor Vehicle License Fee (In-Lieu Tax) is derived from an annual fee paid by automobile owners registering their vehicles with the State of California Department of Motor Vehicles in lieu of local property tax. The current tax rate is 0.65 percent (0.65%) of the market value of the vehicle. Section 11005(a) of the Revenue and Taxation Code specifies that 81.25% of the revenues are to be divided equally between cities and counties and apportioned on the basis of population. In 1998, a law was enacted that cut the Vehicle License Fee (VLF) by 25% beginning in 1999, this percentage went up briefly in 2003 but was taken back down to the 25% level by the Governor. In May 2009, the tax rate was increased to 1.15 percent for most vehicles, or an increase of 0.5 percent, but was brought back down to 0.65 percent on July 1, 2011. Motor vehicle in-lieu is one of the City's largest sources of discretionary revenue.

Charges for Services are fees that the City collects for specific services performed. In the General Fund, the highest fees are from recreation totaling 32%. Examples of other charges are special police, special custodian, fire watch, zoning changes, animal shelter, and State Highway sweeping charges. Costs are allocated on various bases including FTE, square foot measurements of space, transaction counts, etc, as appropriate. Other fees have rates that are set annually by resolution. Each fee is analyzed separately to estimate revenues for the coming year.

Fine and Forfeitures consist of parking fines, vehicle code fines, and court fines. These revenues fluctuate from year to year, depending upon changes in State law and the level of enforcement.

Continued...



MAJOR REVENUES OF OTHER CITY FUNDS

Charges for Services are the primary source of revenue to the City's enterprise and internal service funds, and are collected for specific services provided the City. The most important external sources of revenue in this category are charges for water and wastewater service, transit fares, mooring fees, and building plan check and inspection fees. Internal service funds charge other funds of the City for services provided. These include charges for usage of the City's vehicles and equipment, for workers' compensation, liability and health insurance, and replacement of computer related equipment. External revenues are estimated based on numbers of users and current rates. Equipment usage charges are based on estimated replacement costs and actual maintenance costs of the prior year. Insurance charges are based on estimated costs and are allocated to various funds based on usage. Computer replacement charges are based on the age and usage of equipment within a department.

Gas Taxes come from the tax applied to the sale of gasoline. A portion of the revenue from this tax is allocated by the State of California to cities and counties on a formula that is based on population, plus a fixed apportionment amount. The funds are to be used only for street purposes. Estimates are based on experience and State estimates. Other State Highway Account funds are allocated to the City through the regional County Association of Governments under SB1435 and SB45. These funds can be used in a manner similar to gas tax, and come from both state and federal monies. Through legislation, AB 2928 Traffic Congestion Relief funds were allocated to each city directly from the State.

Grants and Other Intergovernmental allocations are a significant source of revenue for the City. Apart from motor vehicle in-lieu, gas taxes and other State Highway Account funds mentioned above, the City receives numerous grants. Grants are restricted to specific uses, which can be for either operating or capital purposes. They are accounted for primarily in "special revenue" funds. The City currently has grants for such wide-ranging activities as police services, transit buses, various types of housing loan programs, airport improvements, wetlands enhancement, seismic retrofitting of City buildings, a multiple assistance center for homeless people and a grant for historical records preservation.

Permits are derived from fees paid by persons for activities within the City that require permits by either State or City law. Primary examples are for building, electrical, and plumbing.

Investment Interest is revenue earned on the City's funds that are held until needed in several types of investments. The monies of individual funds are pooled for investment purposes. The City has funds invested in the State's Local Agency Investment Fund (LAIF), securities are managed by an outside investment advisor, and some are held by trustees for bond issues. All the City's investments are governed by an investment policy which is updated annually and must conform to State law.

Other Financing Sources and Uses consist primarily of operating transfers between funds of the City, as well as other non-operating or unusual transactions, such as proceeds from capital leases or sale of property.

Full-Time Equivalent Positions by Department



SUMMARY OF CHANGES IN FTE POSITIONS FY 2015-16 & PROPOSED FY 16-17 CHANGES

City Clerk / Information Technology

Administrative Assistant position moved to Finance (1 FTE)
No change in department FTE

Personnel

Senior Personnel Analyst position reclassified to a Personnel Manager (0 FTE)
No change in department FTE

Finance

Unfreeze an Accounting Specialist position and reclassify to an Accounting Technician (0 FTE)
Administrative Assistant position moved from City Clerk / Information Technology (1 FTE)
No change in department FTE

Police

FY15/16: Communications Dispatcher position reclassified to a Senior Communications Dispatcher (0 FTE)
Police Officer position reclassified to a Police Sergeant (0 FTE)
Administrative Technician position reclassified to a Crime Analyst (0 FTE)
No change in department FTE

Parks & Recreation

FY15/16: Maintenance Supervisor position reclassified to a Parks & Recreation Manager (0 FTE)
No change in department FTE

Development Services

Assistant Planner position reclassified to a Principal Planner (0 FTE)
Senior Administrative Assistant position reclassified to a Housing Technician (0 FTE)
No change in department FTE

Public Works Department

FY15/16: Traffic Engineering Analyst position reclassified to a Engineering Technician (0 FTE)
FY15/16: City Engineer / Deputy PW Director position reclassified to a Project Manager (0 FTE)
FY15/16: Deputy City Engineer position reclassified to a Deputy PW Director - Engineering (0 FTE)
FY15/16: Water System Specialist position reclassified to a Utility Worker (0 FTE)
FY15/16: Industrial Maintenance Technician position reclassified to an Electrical & Instrumentation Technician (0 FTE)
FY15/16: Eliminate duplicate Field Superintendent position inadvertently added (0 FTE)
Administrative Technician position reclassified to an Engineering Technician (0 FTE)
No change in department FTE

Full-Time Equivalent Positions by Department



	2014-15 Actual	Revised 2015-16 Budget	Proposed 2016-17 Budget	Projected 2017-18 Budget
CITY MANAGER				
City Manager	1.00	1.00	1.00	1.00
Executive Assistant / Deputy City Clerk	0.50	0.50	0.50	0.50
Total	1.50	1.50	1.50	1.50
CITY CLERK / INFORMATION TECHNOLOGY				
City Clerk / Chief Information Officer	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	-	-
Executive Assistant / Deputy City Clerk	0.50	0.50	0.50	0.50
Information Services Analyst I/II	1.00	1.00	1.00	1.00
Information Services Manager	1.00	1.00	1.00	1.00
Senior Information Services Analyst	1.00	1.00	1.00	1.00
Total	5.50	5.50	4.50	4.50
PERSONNEL				
Personnel Director	1.00	1.00	1.00	1.00
Personnel Analyst I/II	1.00	1.00	1.00	1.00
Personnel Manager	-	-	1.00	1.00
Senior Administrative Assistant-Confidential	0.80	1.00	1.00	1.00
Senior Personnel Analyst	1.00	1.00	-	-
Total	3.80	4.00	4.00	4.00
FINANCE				
Finance Director	1.00	1.00	1.00	1.00
Accountant I/II	1.00	1.00	1.00	1.00
Accounting Specialist I/II	5.00	5.00	4.00	4.00
Accounting Technician I/II	2.00	2.00	3.00	3.00
Administrative Assistant	-	-	1.00	1.00
Assistant to the Finance Director	1.00	-	-	-
Deputy Finance Director	1.00	1.00	1.00	1.00
Finance Office Supervisor	1.00	1.00	1.00	1.00
Senior Administrative Assistant-Confidential	0.20	-	-	-
Total	12.20	11.00	12.00	12.00
CITY ATTORNEY				
City Attorney	1.00	1.00	1.00	1.00
Deputy City Attorney	1.00	1.00	1.00	1.00
Legal Assistant	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00

Full-Time Equivalent Positions by Department



	2014-15 Actual	Revised 2015-16 Budget	Proposed 2016-17 Budget	Projected 2017-18 Budget
POLICE				
Police Chief	1.00	1.00	1.00	1.00
Administrative Technician I/II	-	2.00	1.00	1.00
Animal Control Officer	1.00	1.00	1.00	1.00
Communications Dispatcher	9.00	8.00	8.00	8.00
Communications Supervisor	1.00	1.00	1.00	1.00
Crime Analyst	-	-	1.00	1.00
Evidence Technician	-	1.00	1.00	1.00
Neighborhood Oriented Policing Officer	1.00	1.00	-	-
Police Captain	2.00	2.00	2.00	2.00
Police Lieutenant	1.00	-	-	-
Police Officer	42.00	43.00	43.00	43.00
Police Property Coordinator	1.00	1.00	-	-
Police Property Technician	1.00	1.00	2.00	2.00
Police Records Specialist I/II	5.00	5.00	5.00	5.00
Police Records Supervisor	1.00	1.00	1.00	1.00
Police Sergeant	8.00	8.00	9.00	9.00
Police Services Officer	9.00	-	-	-
Senior Administrative Services Assistant	1.00	1.00	1.00	1.00
Senior Communications Dispatcher	2.00	3.00	3.00	3.00
Support Services Manager	1.00	1.00	1.00	1.00
Total	87.00	81.00	81.00	81.00
PARKS & RECREATION				
Parks & Recreation Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Technician	1.00	1.00	1.00	1.00
After School Programs Coordinator (RPT)	0.70	0.70	0.70	0.70
Animal Care Supervisor	1.00	1.00	1.00	1.00
Assistant Recreation Coordinator (RPT)	0.70	0.70	0.70	0.70
Custodian	3.00	4.00	4.00	4.00
Deputy Parks & Recreation Director	1.00	1.00	1.00	1.00
Electrician	2.00	2.00	2.00	2.00
Facilities Maintenance Superintendent	1.00	1.00	1.00	1.00
Harbor Operations Supervisor	1.00	1.00	1.00	1.00
Harbor Operations Technician I/II	2.00	2.00	2.00	2.00
Harbor Recreation Coordinator	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	-	-	-
Maintenance Worker I/II	3.00	5.00	5.00	5.00
Maintenance Worker I/II (RPT)	0.70	0.70	0.70	0.70
Parks Maintenance Supervisor	-	1.00	1.00	1.00
Parks & Recreation Manager	1.00	1.00	1.00	1.00
Recreation Coordinator	2.00	2.00	2.00	2.00
Recreation Supervisor	1.00	1.00	1.00	1.00
Senior Custodian	1.00	-	-	-
Senior Maintenance Worker	2.00	-	-	-
Youth Activities Coordinator (RPT)	0.64	0.64	0.64	0.64
Zoo Attendant	1.00	1.00	1.00	1.00
Zoo Education & Operations Supervisor	1.00	1.00	1.00	1.00
Zoo Manager	1.00	1.00	1.00	1.00
Zookeeper	3.00	3.00	3.00	3.00
Zookeeper (RPT)	1.30	1.30	1.30	1.30
Total	36.04	36.04	36.04	36.04

Full-Time Equivalent Positions by Department



	2014-15 Actual	Revised 2015-16 Budget	Proposed 2016-17 Budget	Projected 2017-18 Budget
PUBLIC WORKS				
Public Works Director / Chief Building Official	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Technician I/II	4.00	4.00	3.00	3.00
Assistant Engineer I/II	1.00	-	-	-
Associate Civil Engineer	1.00	-	-	-
Building Inspector I/II	2.00	2.00	2.00	2.00
City Engineer / Deputy PW Director	1.00	-	-	-
Code Enforcement Inspector	1.00	1.00	1.00	1.00
Deputy City Engineer	1.00	-	-	-
Deputy PW Director - Engineering	-	1.00	1.00	1.00
Deputy PW Director - Field Operations	1.00	1.00	1.00	1.00
Deputy PW Director - Utility Operations	1.00	1.00	1.00	1.00
Electrical & Instrumentation Technician	-	1.00	1.00	1.00
Engineering Technician I/II	2.00	3.00	4.00	4.00
Equipment Mechanic	4.00	4.00	4.00	4.00
Equipment Services Technician	1.00	1.00	1.00	1.00
Field Superintendent	2.00	1.00	1.00	1.00
Fleet Services Manager	1.00	1.00	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00	1.00
Industrial Maintenance Technician	1.00	-	-	-
Infiltration & Inflow Coordinator	1.00	1.00	1.00	1.00
Inventory Control Specialist	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00
Maintenance Worker I/II	5.50	5.50	5.50	5.50
Plans Examiner / Senior Building Inspector	1.00	1.00	1.00	1.00
Project Manager	1.00	2.00	2.00	2.00
Senior Equipment Mechanic	1.00	1.00	1.00	1.00
Senior Maintenance Worker	1.00	1.00	1.00	1.00
Senior Utility Worker	5.00	5.00	5.00	5.00
Source Control Inspector	1.00	1.00	1.00	1.00
Street Sweeper Operator	1.00	1.00	1.00	1.00
Traffic Engineering Analyst	1.00	-	-	-
Transportation Special Projects Manager	1.00	1.00	1.00	1.00
Treatment Plant Operator I/II	4.00	4.00	4.00	4.00
Utility Maintenance Supervisor	2.00	2.00	2.00	2.00
Utility Operations Supervisor	2.00	2.00	2.00	2.00
Utility Worker I/II	12.50	13.50	13.50	13.50
Water Quality Supervisor	1.00	1.00	1.00	1.00
Water Quality Technician	2.00	2.00	2.00	2.00
Water System Specialist	1.00	-	-	-
Total	73.00	70.00	70.00	70.00

Full-Time Equivalent Positions by Department



	2014-15 Actual	Revised 2015-16 Budget	Proposed 2016-17 Budget	Projected 2017-18 Budget
DEVELOPMENT SERVICES				
Development Services Director	1.00	1.00	1.00	1.00
Assistant/Associate Planner	3.00	3.00	2.00	2.00
Development Project Manager	1.00	-	-	-
Housing Technician	-	-	1.00	1.00
Principal Planner	-	-	1.00	1.00
Project Manager (Econ Dev)	1.00	1.00	1.00	1.00
Project Manager (Housing)	1.00	1.00	1.00	1.00
Project Manager (Property)	1.00	1.00	1.00	1.00
Senior Administrative Assistant	2.00	2.00	1.00	1.00
Senior Planner	2.00	2.00	2.00	2.00
Total	12.00	11.00	11.00	11.00
TOTAL	234.04	223.04	223.04	223.04

Recap of Funds - FY 2015/16



Fund Description	Beginning Working Capital	Projected Revenues	Transfers In	Operating Budgets	Debt Serv	Projects	Transfers Out	Ending Working Capital
CITY FUNDS								
General	2,628,194	22,335,487	4,241,142	25,028,906	281,107	135,900	1,135,000	2,623,910
Donations	181,697	17,467	0	102,955	0	0	0	96,209
Measure "O"	0	4,241,142	0	0	0	0	4,241,142	0
Economic Development	(38,382)	3,342,206	0	3,072,312	0	0	0	231,512
Gas Tax	804,682	1,170,063	0	722,119	0	526,490	32,020	694,116
Habitat Acq. & Rest.	(108,835)	0	0	0	0	0	0	(108,835)
Environmental Programs	159,501	45,000	0	61,148	0	0	0	143,353
Police Special Revenue	522,411	355,967	0	223,672	0	0	0	654,706
Parking Fund	10,415	174,130	0	126,960	0	15,000	7,350	35,235
Street Improvements	3,873	0	0	0	0	0	0	3,873
Demolition Projects	(222,219)	5,113	0	0	0	50,000	0	(267,106)
Airport	44,868	21,000	0	75,447	0	0	0	(9,579)
Housing	2,295,916	50,000	706,102	351,036	0	0	600	2,700,382
Water	8,064,189	7,804,649	0	5,906,118	1,765,015	32,000	144,230	8,021,475
Water Capital	5,255,818	0	0	0	0	320,000	0	4,935,818
Wastewater Operating	1,917,870	6,903,305	0	5,593,928	1,298,876	32,000	239,100	1,657,271
Wastewater Capital	8,339,403	0	0	0	0	2,493,268	0	5,846,135
Transit	90,999	1,952,867	0	1,887,232	0	64,866	0	91,768
Humboldt Bay	(420,646)	699,354	174,283	828,479	174,283	100,000	27,300	(677,071)
Building	(1,247,265)	846,000	0	735,111	0	0	34,930	(1,171,306)
Golf Course	215,713	25,000	0	6,766	0	120,453	0	113,494
Equipment Operations	2,051,208	2,238,775	0	2,178,702	0	0	62,690	2,048,591
Risk Management	(1,193,489)	2,031,039	1,199,760	2,009,000	0	0	0	28,310
Information Technology Oper	313,475	1,447,925	0	1,171,595	0	0	16,590	573,215
Internal Operations	(663,193)	3,663,766	500,050	3,484,369	0	0	0	16,254
F & P Retirement	4,711	397,095	0	397,095	0	0	0	4,711
	<u>29,010,914</u>	<u>59,767,350</u>	<u>6,821,337</u>	<u>53,962,950</u>	<u>3,519,281</u>	<u>3,889,977</u>	<u>5,940,952</u>	<u>28,286,441</u>
SUCCESSOR AGENCY / ERA FUNDS								
Successor Agency-Debt Svc	203,710	4,153,116	0	250,000	3,022,731	0	880,385	203,710
Successor Agency-Cap Proj	150,000	0	0	0	0	150,000	0	0
	<u>353,710</u>	<u>4,153,116</u>	<u>0</u>	<u>250,000</u>	<u>3,022,731</u>	<u>150,000</u>	<u>880,385</u>	<u>203,710</u>
TOTAL - ALL FUNDS	<u><u>29,364,624</u></u>	<u><u>63,920,466</u></u>	<u><u>6,821,337</u></u>	<u><u>54,212,950</u></u>	<u><u>6,542,012</u></u>	<u><u>4,039,977</u></u>	<u><u>6,821,337</u></u>	<u><u>28,490,151</u></u>

Recap of Funds - FY 2016-17



Fund Description	Beginning Working Capital	Projected Revenues	Transfers In	Operating Budgets	Debt Serv	Projects	Transfers Out	Ending Working Capital
CITY FUNDS								
General	2,623,910	26,865,323	0	26,662,342	129,542	475,000	500,000	1,722,349
Donations	96,209	0	0	96,209	0	0	0	0
Economic Development	231,512	2,147,926	0	2,352,926	0	0	0	26,512
Gas Tax	694,116	2,063,483	0	559,537	0	1,765,300	0	432,762
Habitat Acq. & Rest.	(108,835)	203,835	0	0	0	95,000	0	0
Environmental Programs	143,353	45,000	0	42,823	0	0	0	145,530
Police Special Revenue	654,706	230,000	0	712,370	0	0	0	172,336
Parking Fund	35,235	151,200	0	152,594	0	15,000	0	18,841
Street Improvements	3,873	0	250,000	0	0	250,000	0	3,873
Demolition Projects	(267,106)	0	0	0	0	50,000	0	(317,106)
Airport	(9,579)	21,000	0	125,338	0	0	0	(113,917)
Housing	2,700,382	50,000	50,000	1,808,925	0	0	0	991,457
Water	8,021,475	7,902,500	0	6,398,313	1,766,548	169,400	0	7,589,714
Water Capital	4,935,818	0	0	0	0	3,470,000	0	1,465,818
Wastewater Operating	1,657,271	6,944,100	0	6,145,577	1,296,997	68,400	0	1,090,397
Wastewater Capital	5,846,135	2,466,645	0	0	0	5,805,000	0	2,507,780
Transit	91,768	1,926,120	0	1,913,875	0	0	0	104,013
Humboldt Bay	(677,071)	698,005	224,283	833,144	174,282	100,000	0	(862,209)
Building	(1,171,306)	890,000	0	724,354	0	0	0	(1,005,660)
Golf Course	113,494	25,000	0	6,761	0	80,000	0	51,733
Equipment Operations	2,048,591	2,000,488	0	2,000,494	0	0	0	2,048,585
Risk Management	28,310	2,115,026	0	1,973,383	0	0	0	169,953
Information Technology Oper	573,215	1,239,838	0	1,144,852	60,402	0	0	607,799
Internal Operations	16,254	2,901,765	0	2,892,754	0	0	0	25,265
Facilities Operations	0	715,386	250,000	715,012	0	250,000	0	374
F & P Retirement	4,711	400,109	0	400,109	0	0	0	4,711
	<u>28,286,441</u>	<u>62,002,749</u>	<u>774,283</u>	<u>57,661,692</u>	<u>3,427,771</u>	<u>12,593,100</u>	<u>500,000</u>	<u>16,880,910</u>
SUCCESSOR AGENCY FUNDS								
Successor Agency-Debt Svc	203,710	3,538,027	0	250,000	3,013,739	0	274,283	203,715
TOTAL - ALL FUNDS	<u>28,490,151</u>	<u>65,540,776</u>	<u>774,283</u>	<u>57,911,692</u>	<u>6,441,510</u>	<u>12,593,100</u>	<u>774,283</u>	<u>17,084,625</u>

Recap of Funds - FY 2017/18



Fund Description	Beginning Working Capital	Projected Revenues	Transfers In	Operating Budgets	Debt Serv	Projects	Transfers Out	Ending Working Capital
CITY FUNDS								
General	1,722,349	27,383,145	0	26,902,986	129,542	123,000	500,000	1,449,966
Economic Development	26,512	0	0	0	0	0	0	26,512
Gas Tax	432,762	563,483	0	564,369	0	0	0	431,876
Environmental Programs	145,530	45,000	0	42,823	0	0	0	147,707
Police Special Revenue	172,336	230,000	0	712,370	0	0	0	(310,034)
Parking Fund	18,841	151,200	0	93,557	0	62,000	0	14,484
Street Improvements	3,873	0	250,000	0	0	250,000	0	3,873
Demolition Projects	(317,106)	0	0	0	0	0	0	(317,106)
Airport	(113,917)	21,000	0	75,984	0	0	0	(168,901)
Housing	991,457	50,000	50,000	273,927	0	0	0	817,530
Water	7,589,714	7,902,500	0	6,428,630	1,406,382	79,000	0	7,578,202
Water Capital	1,465,818	0	0	0	0	721,000	0	744,818
Wastewater Operating	1,090,397	6,944,100	0	6,190,518	1,293,581	0	0	550,398
Wastewater Capital	2,507,780	2,466,645	0	0	0	3,641,000	0	1,333,425
Transit	104,013	1,926,120	0	1,913,875	0	0	0	116,258
Humboldt Bay	(862,209)	698,005	224,283	838,981	174,282	21,000	0	(974,184)
Building	(1,005,660)	890,000	0	733,027	0	0	0	(848,687)
Golf Course	51,733	25,000	0	6,907	0	0	0	69,826
Equipment Operations	2,048,585	2,000,488	0	2,011,800	0	13,000	0	2,024,273
Risk Management	169,953	2,115,026	0	1,973,383	0	0	0	311,596
Information Technology Oper	607,799	1,239,838	0	1,150,113	60,402	0	0	637,122
Internal Operations	25,265	2,902,765	0	2,927,707	0	0	0	323
Facilities Operations	374	721,386	250,000	721,740	0	250,000	0	20
F & P Retirement	4,711	400,109	0	400,109	0	0	0	4,711
	16,880,910	58,675,810	774,283	53,962,806	3,064,189	5,160,000	500,000	13,644,008
SUCCESSOR AGENCY FUNDS								
Successor Agency-Debt Svc	203,715	3,538,027	0	250,000	3,015,299	0	274,283	202,160
TOTAL - ALL FUNDS	17,084,625	62,213,837	774,283	54,212,806	6,079,488	5,160,000	774,283	13,846,168



Section C
Program Summaries

Program Summaries



OVERVIEW

The operating programs described in this section of the Financial Plan form the City's basic organizational units, and provide for the delivery of essential services.

These programs are organized by department, and each section begins with a department summary which includes department description and expenditure, revenue and personnel summaries.

Each operating program narrative provides the following information:

- A. Program Title - The function, department responsible for program administration, program name, and account information.
- B. Program Description - Narrative description of program operations.
- C. Program Cost - Expenditure information is provided for the last completed fiscal year (2014-15) and the 2015-16 budget and estimated actual, as well as the proposed amount for the fiscal year covered by the 2016-17 annual budget and the 2017-18 projected budget. Program costs are divided into four categories.
 - 1. Salaries and Benefits - All costs associated with City personnel, including salaries as well as benefits.
 - 2. Materials and Services - All expenditures related to contract services, and the purchase of supplies, tools, utilities, and other operating expenditures.
 - 3. Capital Outlay - All acquisitions or projects with a life in excess of one year. Capital outlay projects are not included in the Capital Improvement Plan (CIP) section.
 - 4. Capital Lease - Expenditures related to the periodic payments to the lessor for the use of the lease-financed capital asset.
- D. Staffing Summary - This section provides the number of authorized regular positions allocated to this program along with the number of requested positions for 2016-17 and 2017-18.
- E. Service Level Changes - Details any projected changes in program service levels for the budget year.
- F. 2016-17 Program Goals and Objective – Program goals & objectives are described in this section.
- G. Program Measures – Measures of output, efficiency or outcome, if applicable, for each program.

Allocated Costs



A cost allocation process is utilized to reimburse the internal service funds for the costs of general government services rendered and various non-departmental items such as insurance, information technology (IT), communication costs, equipment and building usage and building maintenance. The allocation process is based on the reciprocal method which requires the use of simultaneous equations. The reciprocal method provide a full recognition to interdepartmental services.

The cost allocation process is described in the following four steps:

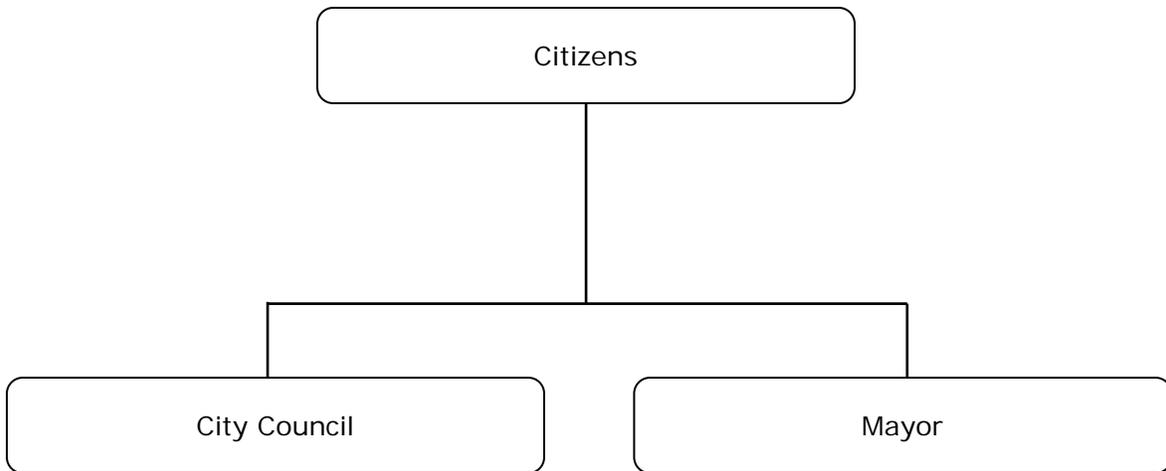
1. The Equipment Operations fund is allocated to the respective departments based on a weighted average that considers, but is not limited to, the number of vehicles/equipment, average annual usage and the maintenance/replacement costs.
2. Expenditures that benefit all departments and/or funds such as liability insurance, IT and communication costs are allocated to the respective departments according to usage. General liability insurance is allocated based on budgeted expenditures for each department. IT and communications costs are allocated according to number of phone lines, cell phones, and computers. Facilities maintenance is allocated per custodial square footage.
3. Property insurance is allocated based on total square footage.
4. Administrative services costs are allocated to all departments and funds according to services provided, including payroll, personnel, purchasing, accounting, data processing and other activities. Non-departmental costs are also included. Allocations are based on the number of employees within a department.
5. General Government departments including City Council, Mayor, City Manager, City Clerk, and City Attorney, are allocated out based on the number of employees within a department.





The City of Eureka Organizational Chart

Legislative





Department Summary

Legislative



DEPARTMENT DESCRIPTION:

Through the Legislative function, City Council governs the City of Eureka by enacting and enforcing all laws and regulations concerning municipal affairs, subject to limitations and restrictions of the City charter and the State constitution. Advisory boards, commissions and committees assist the Mayor and City Council with this work. Program goals include: open, informed and democratic public decisions; responsive and appropriate legislation and policy; and effective and efficient execution of adopted laws and regulations.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
EXPENDITURES BY PROGRAM:					
City Council	\$ 123,714	\$ 121,700	\$ 124,224	\$ 114,566	\$ 118,675
Mayor	26,599	29,472	30,855	30,094	31,488
Total	\$ 150,313	\$ 151,172	\$ 155,079	\$ 144,660	\$ 150,163

EXPENDITURES BY CATEGORY:					
Salaries and Benefits	\$ 91,098	\$ 102,891	\$ 106,798	\$ 103,976	\$ 109,479
Services and Supplies	59,215	48,281	48,281	40,684	40,684
Capital Outlay	-	-	-	-	-
Total	\$ 150,313	\$ 151,172	\$ 155,079	\$ 144,660	\$ 150,163

EXPENDITURES BY FUND:					
Internal Operations	\$ 150,313	\$ 151,172	\$ 155,079	\$ 144,660	\$ 150,163
Total	\$ 150,313	\$ 151,172	\$ 155,079	\$ 144,660	\$ 150,163

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PERSONNEL:				
None.				

General Government

DEPARTMENT: Legislative

FUND: General Fund
Internal Operations

PROGRAM: City Council

ACCOUNT: 41100



PROGRAM DESCRIPTION:

The City Council is responsible to the citizens of Eureka for legislative matters concerning the City, as well as all municipal programs and services. Ten appointed boards, commissions and committees assist the Council by providing recommendations in the decision-making process. The Council provides policy leadership to ensure the efficient and cost-effective implementation of the City's missions and goals, and a high quality of life for Eureka residents. Members of the City Council also serve as the Eureka Redevelopment Agency board, and the Eureka Public Financing Authority board. This program identifies types and levels of programs and services to be provided by the City, and regulates the use of property through zoning laws. This program also reviews and adopts plans which guide the decisions and actions of the City's operating programs, and directs and evaluates the council-appointed positions of City Manager, City Attorney and City Clerk.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 69,636	\$ 80,925	\$ 83,449	\$ 81,353	\$ 85,462
Services and Supplies	54,078	40,775	40,775	33,213	33,213
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>\$ 123,714</u>	<u>\$ 121,700</u>	<u>\$ 124,224</u>	<u>\$ 114,566</u>	<u>\$ 118,675</u>
EXPENDITURES BY FUND:					
Internal Operations	123,714	121,700	124,224	114,566	118,675
Total	<u>\$ 123,714</u>	<u>\$ 121,700</u>	<u>\$ 124,224</u>	<u>\$ 114,566</u>	<u>\$ 118,675</u>

General Government

DEPARTMENT: Legislative

FUND: General Fund
Internal Operations

PROGRAM: City Council

ACCOUNT: 41100



PROGRAM GOALS:

- Provide legislative and policy leadership for the City.
- Encourage open, informed and democratic public decisions.
- Provide leadership in assessing the needs of the community and ensuring a high quality of life for Eureka residents through maintenance of a safe, secure, clean, healthy and orderly community.
- Promote development of affordable housing.
- Develop policies for the preservation of natural resources and revitalization of historic areas and the waterfront, balanced with promotion of commerce, technology, economic development/redevelopment and tourism.

PROGRAM OBJECTIVES:

- Attend civic events and local, state, and national meetings where City Council representation serves the interest of our community.
- Provide open and public meetings with opportunities for every citizen to participate.
- Approve appointment of citizen volunteers to serve on advisory boards, commissions, and committees to assist with determining the needs of the community.
- Encourage programs for all age groups, including quality services and activities for youth and seniors.
- Participate in team development to establish and update long-term goals and priorities, adopt policies and procedures, and take legislative action consistent with those goals.

PERFORMANCE MEASURES:

<u>Program/Service Outcomes: (objectives based)</u>	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Represent the City on local/regional/state-boards/commissions	Yes	Yes	Yes	Yes
Provide open public meetings	100%	100%	100%	100%
Participate in team development to establish/update goals	Yes	Yes	Yes	Yes

<u>Program/Service Outputs: (product based)</u>	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Representation on local/state boards/commissions	30	31	35	35
Regular City Council/Redevelopment Agency meetings	23	24	24	24
Special City Council/Redevelopment Agency meetings	12	13	14	12
Ordinances adopted	16	16	10	16
Resolutions adopted	66	57	66	69
Estimated Council agenda items considered	229	367	355	412

General Government

DEPARTMENT: Legislative

FUND: General Fund
Internal Operations



PROGRAM: Mayor

ACCOUNT: 41300

PROGRAM DESCRIPTION:

The Mayor provides public leadership through positive promotion of city government and its services, promotion of community-wide programs, and mobilization of local resources. The Mayor strives to identify community needs and desires, and provides policy leadership to ensure an even-handed representation of diverse community interests. This program strives to improve communications with the citizens of Eureka to enhance public understanding of City projects, policies and programs. Communication occurs through public hearings, service on various state and local boards and commissions, and presentations to groups and events throughout the area. This program maintains open and regular dialogue with other governmental bodies at local, state, national and international levels, and coordinates efforts to influence in a positive way legislation effecting cities in general, and the North Coast in particular. This program is extremely influential in promoting tourism, commerce, economic development and redevelopment of the Eureka area through positive interaction with both the public and private sectors.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 21,462	\$ 21,966	\$ 23,349	\$ 22,623	\$ 24,017
Services and Supplies	5,137	7,506	7,506	7,471	7,471
Total Expenditures	\$ 26,599	\$ 29,472	\$ 30,855	\$ 30,094	\$ 31,488
EXPENDITURES BY FUND:					
Internal Operations	\$ 26,599	\$ 29,472	\$ 30,855	\$ 30,094	\$ 31,488
Total	\$ 26,599	\$ 29,472	\$ 30,855	\$ 30,094	\$ 31,488

General Government

DEPARTMENT: Legislative

FUND: General Fund
Internal Operations



PROGRAM: Mayor

ACCOUNT: 41300

PROGRAM GOALS:

- Provide legislative and policy leadership for the City.
- Encourage open, informed and democratic public decisions.
- Provide leadership in assessing the needs of the community and ensuring a high quality of life for Eureka residents through maintenance of a safe, secure, clean, healthy and orderly community.
- Promote development of affordable housing.
- Facilitate the preservation of natural resources and revitalization of historic areas and the waterfront, balanced with promotion of commerce, technology, economic development/redevelopment and tourism.

PROGRAM OBJECTIVES:

- Represent the City of Eureka at local, state, national and international levels where such representation serves the interests of our community.
- Facilitate open and public meetings with opportunities for every citizen to participate and provide input.
- Appoint citizen volunteers to serve on advisory boards, commissions, and committees to assist with determining the needs of the community.
- Encourage programs for all age groups, including quality services and activities for youth and seniors.
- Participate in team development with the City Council and Staff to establish and update long-term goals and priorities, policies and procedures, and develop legislative action consistent with those goals.

PERFORMANCE MEASURES:

Program/Service Outcomes: (objectives based)	2014-15 Actual	2015-16 Target	2015-16 Estimated	2016-17 Budget
Represent the City on local/regional/state boards/commissions	Yes	Yes	Yes	Yes
Provide open public meetings	100%	100%	100%	100%
Appoint citizen volunteers to advisory boards/commission/committees	Yes	Yes	Yes	Yes
Participate in team development to establish/update goals	Yes	Yes	Yes	Yes

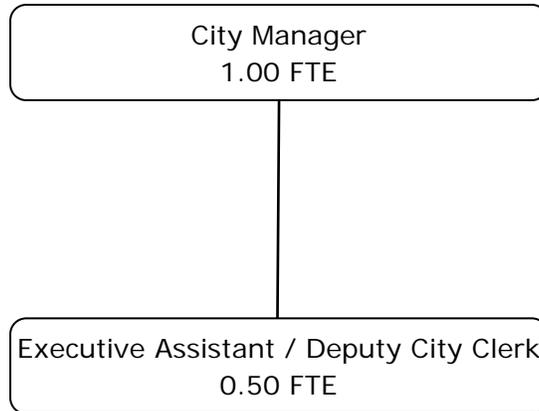
Program/Service Outputs: (product based)	2014-15 Actual	2015-16 Target	2015-16 Estimated	2016-17 Target
Representation on local/state boards/commissions	3	4	4	4
Regular City Council/Redevelopment Agency meetings	23	24	24	24
Special City Council/Redevelopment Agency meetings	12	13	14	12
Citizen advisory board/commissioners appointed	20	20	30	24





The City of Eureka Organizational Chart

City Manager



Department Summary

City Manager



DEPARTMENT DESCRIPTION:

The City Manager is the chief executive officer of the Municipal Corporation, and chief policy and financial advisor to the City Council. The City Manager is appointed by the City Council. The City Manager's Office is responsible for all city operations, administration of city government, enforcement of city ordinances and applicable state law, implementing City Council policy and preparing an annual budget.

Major functions included in this program are: Council administrative support and policy analysis; organizational development; administrative analysis; community relations; intergovernmental relations; and general leadership/oversight of City operations.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
EXPENDITURES BY PROGRAM:					
City Manager	\$ 280,942	\$ 279,110	\$ 287,531	\$ 298,612	\$ 302,043
Total	\$ 280,942	\$ 279,110	\$ 287,531	\$ 298,612	\$ 302,043

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 241,359	\$ 245,881	\$ 254,302	\$ 266,864	\$ 270,295
Services and Supplies	39,583	33,229	33,229	31,048	31,048
Capital Outlay	-	-	-	700	700
Total	\$ 280,942	\$ 279,110	\$ 287,531	\$ 298,612	\$ 302,043

EXPENDITURES BY FUND:

Internal Operations Fund	280,942	279,110	287,531	298,612	302,043
Total	\$ 280,942	\$ 279,110	\$ 287,531	\$ 298,612	\$ 302,043

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
City Manager	1.00	1.00	1.00	1.00
Executive Assistant / Deputy City Clerk	0.50	0.50	0.50	0.50
Total	1.50	1.50	1.50	1.50

General Government

DEPARTMENT: City Manager
PROGRAM: City Manager

FUND: Internal Operations
ACCOUNT: 41400



SERVICE LEVEL CHANGES:

Assistant City Manager - Operations position eliminated
 Project Manager (Economic Development) moved to Development Services
 Senior Administrative Assistant-Confidential position increased; shared with Finance

PROGRAM GOALS:

Development, redevelopment, promotion and preservation. Continue harbor development and improvement. Continue business retention efforts. Continue aggressive approach to reduce crime. Continue support of annexation. Continue efforts to improve working relationship with County and other cities. Maintain Coast Guard City Status. Recognize City Employees. Effective communication with Council, City departments and citizens.

PROGRAM OBJECTIVES:

Provide team meetings twice a month. Update strategic visioning document on an annual basis. Provide support to city businesses by meeting with business owners. Attend monthly CAO & City Manager's Group meetings. Plan and promote employee recognition dinner. Assist and coordinate special events within the City. Attend Neighborhood Watch Meetings.

PERFORMANCE MEASURES:

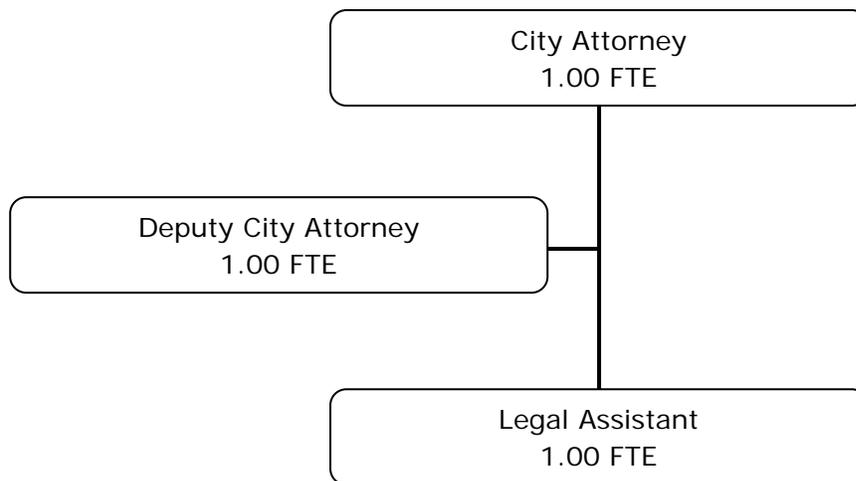
Program/Service Outputs: (goods, services, units produced)	2014-15	2015-16	2016-17
	Actual	Estimated	Target
Update visioning document on an annual basis	1	1	1
Management team meetings	24	50	50
Neighborhood meetings	10	10	10
Meetings with local business	10	10	10
Meetings with CAO/City Managers	12	12	12
Employee Recognition Dinner	1	1	1
Quarterly Reports	4	4	4
Monthly What's News / E-News	12	12	12





The City of Eureka Organizational Chart

City Attorney



Department Summary

City Attorney



DEPARTMENT DESCRIPTION:

The City Attorney Department ensures that the city conducts its activities legally, represents the City in civil litigation, and ensures that violators of City law are prosecuted. Program goals include: 1) minimize and eliminate liability; 2) prompt, thorough and ethical legal advice; and 3) general compliance with City Laws and regulations. The office has four major activities:

- Legal review and advice. Legal advice to the City Council and City staff
- Legal representation. Representation of the City at Council and other meetings; initiate civil litigation on behalf of the City; and defending the City and City staff against litigation and claims; representation of the City at mediation or arbitrations, during negotiations and other proceedings such as public meetings.
- Document preparation. Draft ordinances, resolutions, contracts, legal pleadings, reports, correspondence and other legal documents.
- Enforcement. Enforcement and prosecution of violations of the EMC.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
--	---------------------------	---------------------------------------	------------------------------	---------------------------	---------------------------

EXPENDITURES BY PROGRAM:

Legal Services	\$ 453,946	\$ 575,273	\$ 534,857	\$ 562,391	\$ 568,907
Total	\$ 453,946	\$ 575,273	\$ 534,857	\$ 562,391	\$ 568,907

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 259,043	\$ 386,343	\$ 345,927	\$ 377,173	\$ 383,689
Materials and Services	192,333	183,930	183,930	180,218	180,218
Capital Outlay	2,570	5,000	5,000	5,000	5,000
Total	\$ 453,946	\$ 575,273	\$ 534,857	\$ 562,391	\$ 568,907

EXPENDITURES BY FUND:

Internal Operations Fund	453,946	575,273	534,857	562,391	568,907
Total	\$ 453,946	\$ 575,273	\$ 534,857	\$ 562,391	\$ 568,907

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PERSONNEL:				
Full-time Positions				
City Attorney	1.00	1.00	1.00	1.00
Deputy City Attorney	1.00	1.00	1.00	1.00
Legal Assistant	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00

SERVICE LEVEL CHANGES:

None.



PROGRAM GOALS:

The Eureka City Charter, section 608 provides:

There is hereby created the office of City Attorney, who shall be the chief legal advisor and prosecutor of the City. The City Attorney shall be appointed by and serve at the pleasure of the Council and shall have been at the time of appointment admitted to practice and engage in the practice of law in the State of California and must be a citizen of the United States. Advise all officers and agencies of the City on legal matters affecting the City, review or draft such ordinances, resolutions, contracts and other legal documents as directed by the City Council or requested by the City Manager, prosecute violations of City ordinances and represent the City and any of its officers or agencies in litigation involving any of them in their official capacity. The Council may empower the City Attorney, at the request of the City Attorney, to employ special legal counsel, appraisers, engineers, and other technical and expert services necessary for handling of any pending or proposed litigation, proceeding or other legal matter. The City Attorney shall approve, as to form, all official and other bonds given to or for the benefit of the City, and no contract shall become enforceable as against the City without the endorsement thereon of the City Attorney's approval thereof.

PROGRAM OBJECTIVES:

The mission of the City Attorney is to provide ethical, sound, practical, solution-oriented legal advice to the City Council, staff, Boards and Commissions of the City of Eureka. The City Attorney's Office seeks to integrate the legal function with administrative and policy functions of the City at the most basic levels in order to assist in achieving the City Council's objectives and protect the City from liability risks.

The Office of the City Attorney performs the following functions:

- Advise the City Council, City advisory boards and commissions, and City staff on all legal issues that they face on daily basis in the complex area of municipal operations in California;
- Represent the Council, staff, and the City as an institution before administrative bodies, such as the California Coast Commission and Regional Water Quality Control Board, and before all courts in litigation such as contract disputes, specialty municipal litigation, environmental and elections matters;
- Enforce all aspects of the Municipal Code in matters such as nuisance abatement, property violations, building regulations and zoning enforcement.
- Administer the legal business of the City through managing in-house legal services and outside counsel relationships to assure excellent quality, responsiveness and value in performing legal work for the City.
- Provide information to the public and decision-makers outside of the City Hall about City laws and policies;
- Prosecute the violation of municipal laws as necessary to advance public health and safety;
- Defend the City and its employees in all litigation;
- Manage the work of outside counsel and consultants in the most cost-effective manner;
- Draft City ordinances, resolutions, and contracts, pleadings, reports, correspondence and other legal documents;
- Engage in negotiations on behalf of the City.

PERFORMANCE MEASURES:

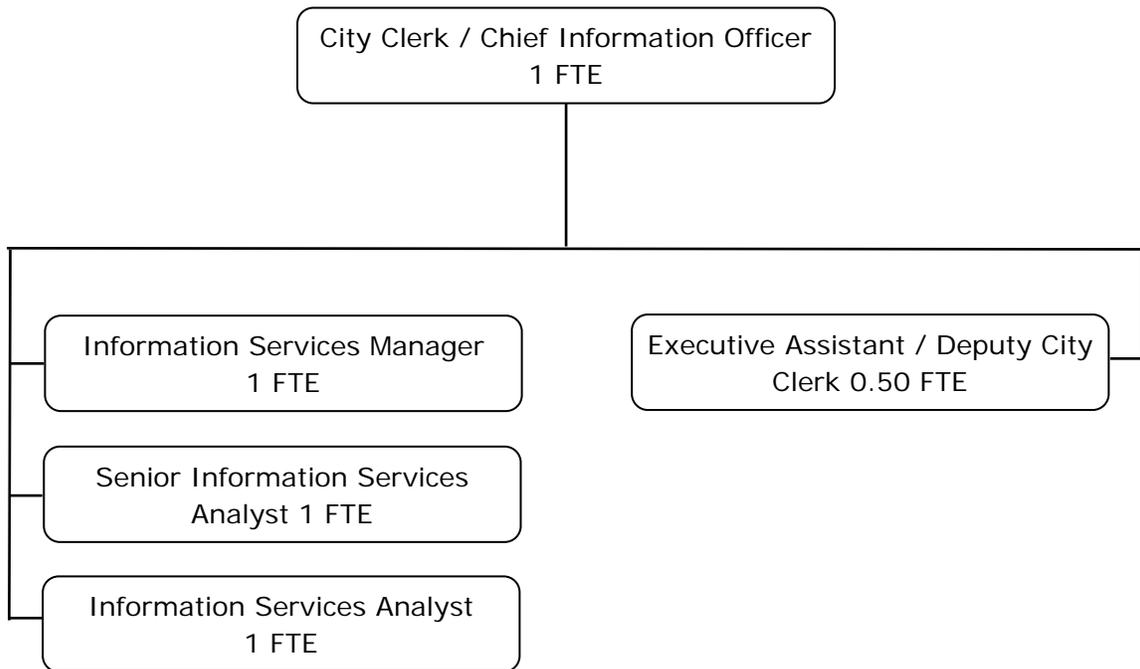
Supporting Program Objectives:	2014-15 Actual	2015-16 Target	2015-16 Estimated	2016-17 Target
<u>Program/Service Outputs: (product based)</u>				
Number of training seminars	2	6	6	6
Attend City Council and other meetings	50	50	50	50





The City of Eureka Organizational Chart

City Clerk





Department Summary

City Clerk / CIO



DEPARTMENT DESCRIPTION:

The City Clerk program is responsible for providing administrative support for the legislative function, records management and archiving, public information, election services, and filing officer services. The City Clerk also serves as the Chief Information Officer (CIO) and is in charge of the City's Information Technology Department; and the City Clerk / CIO also acts as the City's Risk Manager.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
EXPENDITURES BY PROGRAM:					
City Clerk	\$ 255,149	\$ 268,048	\$ 273,714	\$ 280,282	\$ 282,969
Information Technology Operations	1,128,430	1,291,057	1,171,595	1,144,852	1,150,113
Emergency Operations Center	12,250	14,000	14,000	14,000	14,000
Risk Management - Liability	716,688	1,010,000	1,010,000	890,570	890,570
Risk Management - Workers Comp	831,310	854,000	854,000	937,813	937,813
Risk Management - Employee Benefits	145,494	145,000	145,000	145,000	145,000
Total	\$ 3,089,321	\$ 3,582,105	\$ 3,468,309	\$ 3,412,517	\$ 3,420,465

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 467,388	\$ 581,405	\$ 467,609	\$ 506,970	\$ 514,918
Services and Supplies	2,432,482	2,762,200	2,762,200	2,748,047	2,748,047
Capital Outlay	189,451	238,500	238,500	157,500	157,500
Total	\$ 3,089,321	\$ 3,582,105	\$ 3,468,309	\$ 3,412,517	\$ 3,420,465

EXPENDITURES BY FUND:

General Fund	\$ 12,250	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
Internal Operations	\$ 255,149	\$ 268,048	\$ 273,714	\$ 280,282	\$ 282,969
Information Technology	1,128,430	1,291,057	1,171,595	1,144,852	1,150,113
Risk Management Fund	1,693,492	2,009,000	2,009,000	1,973,383	1,973,383
Total	\$ 3,089,321	\$ 3,582,105	\$ 3,468,309	\$ 3,412,517	\$ 3,420,465

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PERSONNEL:				
Full-time Positions	5.50	5.50	4.50	4.50
Total	5.50	5.50	4.50	4.50

General Government

DEPARTMENT: City Clerk / CIO

FUND: General Fund
Internal Operations



PROGRAM: City Clerk

ACCOUNT: 41420

PROGRAM DESCRIPTION:

The City Clerk program is responsible for providing administrative support for the legislative function, records management and archiving, public information, election services, and filing officer services.

Legislative support includes administration of noticing requirements for City Council and Redevelopment Agency meetings and public hearings in accordance with municipal code and state law; recording and preparing minutes; attesting executed documents; and publication of ordinance titles. The program provides liaison services between the City Council and other entities, agencies, and the public. The records management and archiving function includes maintenance of official records of the city and performance of municipal filing services. The public information function involves the dissemination of information and provision of search and retrieval services. The election services function is responsible for the administration of special and consolidated municipal elections in accordance with municipal and state law, and the provision of voter outreach services. The filing officer function involves the administration of state-required statements of economic interests, conflict of interest code review, and campaign and candidate filings in accordance with state law.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 183,608	\$ 192,122	\$ 197,788	\$ 201,936	\$ 204,623
Services and Supplies	71,541	75,926	75,926	78,346	78,346
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 255,149	\$ 268,048	\$ 273,714	\$ 280,282	\$ 282,969
EXPENDITURES BY FUND					
Internal Operations	\$ 255,149	\$ 268,048	\$ 273,714	\$ 280,282	\$ 282,969
Total	\$ 255,149	\$ 268,048	\$ 273,714	\$ 280,282	\$ 282,969
FULL TIME AND REGULAR PART-TIME POSITIONS:					
	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>	
City Clerk / Chief Information Officer	1.00	1.00	1.00	1.00	
Executive Assistant / Deputy City Clerk	0.50	0.50	0.50	0.50	
Total	1.50	1.50	1.50	1.50	

SERVICE LEVEL CHANGES:

None.

General Government

DEPARTMENT: City Clerk / CIO

FUND: General Fund
Internal Operations



PROGRAM: City Clerk

ACCOUNT: 41420

PROGRAM GOALS:

Provide administrative support for the legislative, records management, claims against the City, and public information functions. Provide access to public records and the historical resources of the City in a timely and user-friendly manner. Provide high-quality media broadcasting of Council, boards and commission meetings. Provide election services and filing officer services in adherence to the charter and state election and political reform laws.

PROGRAM OBJECTIVES:

Provide legislative and administrative support to the City Council. Publish agendas and meeting notices above and beyond the requirements of state law. Prepare minutes and maintain secure storage of resolutions, ordinances, agreements and other critical records of the City. Provide notarization services, and attest to signatures affixed to executed documents of the City. Update the Eureka Municipal Code as amended, and provide for codified amendments to be posted on-line after adoption of ordinances. Provide for development of the electronic records/document imaging system and web server software to provide for access of records to staff and the public. Enhance search and retrieval capacity of records management systems. Provide for public records to be maintained in accordance with the records retention schedule. Provide for the long-term preservation of the historical resources of the City. Maintain the inventory of archives in accordance with the historical records preservation program. Coordinate with media communications center to provide media broadcasting of Council meetings. Provide election services and filing officer services in compliance with the charter and state law within all deadlines. Provide voter outreach services through public service announcements and the City's webpage. Participate in team development with the City Council, Mayor, and staff to assist in the development of long-term goals, priorities, policies and procedures. Receive all claims against the City of Eureka in accordance with State law and work with the City's liability insurance carrier to process claims accordingly.

PERFORMANCE MEASURES:

Program/Service Outcomes: (objectives based)	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Target
Provide Council/Agency agendas in adherence to Brown Act	100%	100%	100%	100%
Provide media broadcasting of regular Council/Agency meetings	100%	100%	100%	100%
Provide timely access to public records	Yes	Yes	Yes	Yes
Provide for timely updates and access to the Municipal Code	Yes	Yes	Yes	Yes
Upgrade media broadcasting system	Yes	Yes	Yes	Yes
Provide election and filing officer services	Yes	Yes	Yes	Yes
Provide voter outreach services	Yes	Yes	Yes	Yes
Participate in team development with Council/Staff	Yes	Yes	Yes	Yes

General Government

DEPARTMENT: City Clerk / CIO

FUND: General Fund
Internal Operations



PROGRAM: City Clerk

ACCOUNT: 41420

PERFORMANCE MEASURES - (continued):

<u>Program/Service Outputs: (product based)</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Regular City Council Meetings	23	24	24	24
Special City Council Meetings	12	13	14	12
Ordinances adopted	16	16	14	14
Resolutions	66	6	66	65
Campaign Statements	3	15	35	5
FPPC and Conflict of Interest Code Statements	55	50	63	60
Claims for Damages	30	36	30	30
Citizen advisory board/commissions processed	20	20	30	25
Perform inventory of historical records- Phase 1	10%	75%	100%	N/A

Information Technology



DEPARTMENT: City Clerk / CIO

FUND: Information
Technology

PROGRAM: Information Technology Operations

ACCOUNT: 41435

PROGRAM DESCRIPTION:

The Information Services program is dedicated to serve the vision of the City Council and the mission of the City by enabling each department to utilize information tools to achieve their goals and objectives. The program provides City-wide support for all office automation equipment, including computers, telephones, fax machines, copiers, and other equipment. Program activities include developing, implementing and maintaining long-range policies, standards, equipment inventories, preventive maintenance and repair programs, as well as providing training, on-going user support and day-to-day troubleshooting on all equipment. In addition it provides a funding mechanism for the replacement of computers, printers and related equipment and software; based on equipment age and software. Based on equipment age and type, charges will be assessed to each department and transferred into the Information Technology Operations Fund where those funds will be held in reserve. While the assessments to each operating department began in FY 2001-02, computer equipment replacement purchases from this fund began in FY 2002-03 and will continue into the future.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 283,780	\$ 389,283	\$ 269,821	\$ 305,034	\$ 310,295
Services and Supplies	655,199	663,274	663,274	682,318	682,318
Capital Outlay	189,451	238,500	238,500	157,500	157,500
Total Expenditures	<u>\$ 1,128,430</u>	<u>\$ 1,291,057</u>	<u>\$ 1,171,595</u>	<u>\$ 1,144,852</u>	<u>\$ 1,150,113</u>

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Information Services Manager	1.00	1.00	1.00	1.00
Information Services Analyst I/II	1.00	1.00	1.00	1.00
Sr. Information Services Analyst I/II	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Total	<u>4.00</u>	<u>4.00</u>	<u>3.00</u>	<u>3.00</u>

SERVICE LEVEL CHANGES:

Administrative Assistant position moved to Finance (1 FTE)

Information Technology



DEPARTMENT: City Clerk / CIO

FUND: Information Technology

PROGRAM: Information Technology Operations

ACCOUNT: 41435

COUNCIL GOALS SUPPORTED:

BECOME THE INFORMATION TECHNOLOGY CAPITOL OF THE REGION

Supporting Program Goal:

PROVIDE ORGANIZATION WITH STABLE, PROGRESSIVE COMPUTER NETWORK TO ASSIST DEPARTMENTS OBTAIN MAXIMUM PRODUCTIVITY TODAY AND IN THE FUTURE

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Maintain 99.5% uptime on City's network	Yes	Yes	Yes	Yes
Establish and maintain technology standards	Yes	Yes	Yes	Yes
Manage and maintain the integrity of the City's information assets	Yes	Yes	Yes	Yes
Update security measures as changes in the information technology industry necessitates	Yes	Yes	Yes	Yes
Plan and implement infrastructure upgrades to support current and future information requirements and facilitate the ever growing and changing needs and projects proposed by City staff	Yes	No	Yes	Yes

Supporting Program Goal:

PLAN AND PREPARE FOR FUTURE NEEDS AND DEMANDS OF INFORMATION SERVICES

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Monitor replacement of computer equipment	Yes	Yes	Yes	Yes
Work with departments to understand their work processes and requirements	Yes	Yes	Yes	Yes
Adjust operating fund transfers in response to current and future needs	Yes	Yes	Yes	Yes
Maintain existing information assets through licensing, maintenance agreements, version upgrades and routine maintenance procedure	Yes	Yes	Yes	Yes
Plan for change through research, training and professional development	Yes	Yes	Yes	Yes
Manage change through infrastructure, hardware, and software life-cycle planning, implementation and maintenance	Yes	No	Yes	Yes

Information Technology



DEPARTMENT: City Clerk / CIO

FUND: Information
Technology

PROGRAM: Information Technology Operations

ACCOUNT: 41435

Supporting Program Goal:

MAINTAIN DATABASE FOR MONITORING ALL PROBLEMS REPORTED

<u><i>Supporting Departmental Objectives</i></u>	PERFORMANCE MEASURES:			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Develop and offer numerous avenues for communication and problem resolution	Yes	Yes	Yes	Yes
Problem review and analysis initiated within a 60 minute period	90%	90%	75%	90%

Supporting Program Goal:

ENSURE EFFECTIVE TECHNICAL AND FISCAL MANAGEMENT OF THE CITY'S OPERATIONS, RESOURCES, TECHNOLOGY PROJECTS AND CONTRACTS

<u><i>Supporting Departmental Objectives</i></u>	PERFORMANCE MEASURES:			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Evaluate performance of existing solutions and utilize available resources to improve performance and minimize costs	Yes	Yes	Yes	Yes
Identify and recommend solutions to protect and preserve City information assets and investments	Yes	Yes	Yes	Yes

Information Technology



DEPARTMENT: City Clerk / CIO

FUND: Information
Technology

PROGRAM: Information Technology Operations

ACCOUNT: 41435

PERFORMANCE MEASURES:

Program/Service Outputs: (goods, services, units produced)	2014-15 Actual	2015-16 Target	2015-16 Estimated	2016-17 Target
Centrex lines supported	450	450	450	450
Alarm lines/non-Centrex lines/pay phones supported	75	75	75	75
Voice mailboxes supported	220	220	220	220
Cell phones supported	N/A	175	220	240
Software applications supported	260	260	260	260
PC's/Workstations supported	240	260	285	300
Network users supported	260	260	260	260
System backups done daily	365	366	366	365
E-mail addresses supported	415	415	415	415
Hardware and software support request	2,500	2,500	2,500	2,500
Hardware replaced or recycled	100	100	100	100
Copies made on site	600,000	500,000	370,000	400,000
Pieces of first class mail processed	190,000	180,000	180,000	190,000

Public Safety



DEPARTMENT: City Clerk / CIO
PROGRAM: Emergency Operations Center (EOC)

FUND: General
ACCOUNT: 42230

MISSION:

Committed to community service through leadership, vision, and integrity.

VALUES:

Professionalism, Respect, Image, Discipline, and Efficiency

PROGRAM DESCRIPTION:

Under the direction of the City Manager, the Emergency Operations center (EOC) is responsible for the overall preparation, coordination, and response to non-typical incidents, events, and emergencies, including earthquakes, winter storms, special events, and other natural and man-made disasters. The EOC is staffed by a cross-section of personnel from all City Departments.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Services and Supplies	\$ 12,250	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
Total Expenditures	\$ 12,250	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000

COUNCIL GOALS SUPPORTED:

- ***PROVIDE TRAINING FOR CURRENT AND NEW EOC STAFF** (Strategic Vision, 2012)
- ***UPDATE AND COMPLETE THE EMERGENCY PLAN** (Strategic Vision, 2012)
- ***LEAD IN A REGIONAL EFFORT TO CONSOLIDATE PUBLIC SAFETY SERVICES** (Strategic Vision)
- ***THE CITY SHALL COOPERATE WITH HUMBOLDT COUNTY, STATE OES AND FEMA IN DEVELOPING AND OPERATING A COORDINATED RESPONSE PROGRAM THAT BEST UTILIZES THE RESOURCES OF EACH AGENCY IN ASSISTING CITIZENS AND VISITORS IN COPING WITH AND RESPONDING TO A MAJOR EMERGENCY OR DISASTER** (Gen. Plan 7.F.4)

	<u>PERFORMANCE MEASURES:</u>			
*TO PROTECT RESIDENTS OF AND VISITORS	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
<u>Supporting Department Objectives</u>				
Attend Operational Area Meetings	100%	100%	100%	100%
Update and Complete the Emergency Plan	10%	100%	100%	100%
Provide Training for Current and New EOC Staff	10%	25%	25%	50%



DEPARTMENT: City Clerk / CIO
 PROGRAM: Emergency Operations Center (EOC)

FUND: General
 ACCOUNT: 42230

DEPARTMENT GOALS SUPPORTED

***DESIGNATE A STAFF POSITION RESPONSIBLE FOR EOC PREPAREDNESS AND TRAINING** *(Strategic Vision, 2012)*
***PROVIDE LEADERSHIP WITHIN OUR COMMUNITY AS WELL AS IN THE FIRE SERVICE LOCALLY, STATEWIDE AND AT THE NATIONAL LEVEL** *(Strategic Vision)*
***THE CITY SHALL COOPERATE WITH HUMBOLDT COUNTY, STATE OES AND FEMA IN DEVELOPING AND OPERATING A COORDINATED RESPONSE PROGRAM THAT BEST UTILIZES THE RESOURCES OF EACH AGENCY IN ASSISTING CITIZENS AND VISITORS IN COPING WITH AND RESPONDING TO A MAJOR EMERGENCY OR DISASTER** *(Gen. Plan 7. F.4)*

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Serve on County Homeland Security Grant Committee & Administer grant process	100%	100%	100%	100%
Serve on County Disaster Council (2 meetings)	100%	100%	100%	100%
Designate a Staff Position Responsible for EOC Preparedness and Training	10%	50%	50%	50%
Assist with Update and Implementation of Emergency Operations Plan	10%	100%	100%	100%

General Government

DEPARTMENT: City Clerk / CIO
PROGRAM: Liability Risk Management

FUND: Risk Management
ACCOUNT: 41412



PROGRAM DESCRIPTION:

Liability Risk Management includes processing and coordination of claims with carrier; oversight of liability issues and training; facilitating risk reduction; and assisting in securing the appropriate insurance coverage and documents for all City activities.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Services and Supplies	\$ 716,688	\$ 1,010,000	\$ 1,010,000	\$ 890,570	\$ 890,570
Total Expenditures	<u>\$ 716,688</u>	<u>\$ 1,010,000</u>	<u>\$ 1,010,000</u>	<u>\$ 890,570</u>	<u>\$ 890,570</u>

PROGRAM GOALS:

Continue to effectively implement streamlined liability procedures and practices, and develop informative, user-friendly databases for employees performing liability management functions.

PROGRAM OBJECTIVES:

Provide consistent, accurate information and requirements to those individuals requiring insurance and other risk management documents.

PERFORMANCE MEASURES:

Program/Service Outcomes: (Objectives based)	<u>2014-15 Actual</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Provide consistent and accurate information and requirements to reduce liability exposure.	Yes	Yes	Yes
Develop and maintain shared database of insurance documents	NA	Yes	Yes

General Government

DEPARTMENT: City Clerk / CIO **FUND:** Risk Management
PROGRAM: Workers Comp Risk Management **ACCOUNT:** 41413



PROGRAM DESCRIPTION:

Workers Comp Risk Management includes processing and coordination of workers' compensation claims with carrier; oversight of safety issues and training; facilitating risk reduction; and assisting in securing the appropriate insurance coverage and documents for all City activities.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Services and Supplies	\$ 831,310	\$ 854,000	\$ 854,000	\$ 937,813	\$ 937,813
Total Expenditures	<u>\$ 831,310</u>	<u>\$ 854,000</u>	<u>\$ 854,000</u>	<u>\$ 937,813</u>	<u>\$ 937,813</u>

PROGRAM GOALS:

Continue to effectively implement worker's compensation procedures and practices.

PROGRAM OBJECTIVES:

Provide consistent, accurate information and requirements to those individuals requiring worker's compensation insurance

PERFORMANCE MEASURES:

Program/Service Outcomes: (Objectives based)	<u>2014-15 Actual</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Develop and maintain risk management procedures manual	NA	Yes	Yes
Develop and maintain shared database of insurance documents	Yes	Yes	Yes

General Government

DEPARTMENT: City Clerk / CIO
PROGRAM: Employee Benefits

FUND: Risk Management
ACCOUNT: 41415



PROGRAM DESCRIPTION:

The department administers a number of open enrollment periods and the full range of employee benefits, including but not limited to a complex array of group health insurance plans, group life insurance, health savings accounts, AFLAC, CalPERS retirement contracts, COBRA, an Employee Assistance Program (EAP), and changes to MOU benefits such as leave banks and allowances.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Services and Supplies	\$ 145,494	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000
Total Expenditures	<u>\$ 145,494</u>	<u>\$ 145,000</u>	<u>\$ 145,000</u>	<u>\$ 145,000</u>	<u>\$ 145,000</u>

PROGRAM GOALS:

Continue to effectively administer the City's multi-faceted employee benefit programs.

PROGRAM OBJECTIVES:

Provide consistent, accurate benefit information and requirements to all employees in a timely manner.

PERFORMANCE MEASURES:

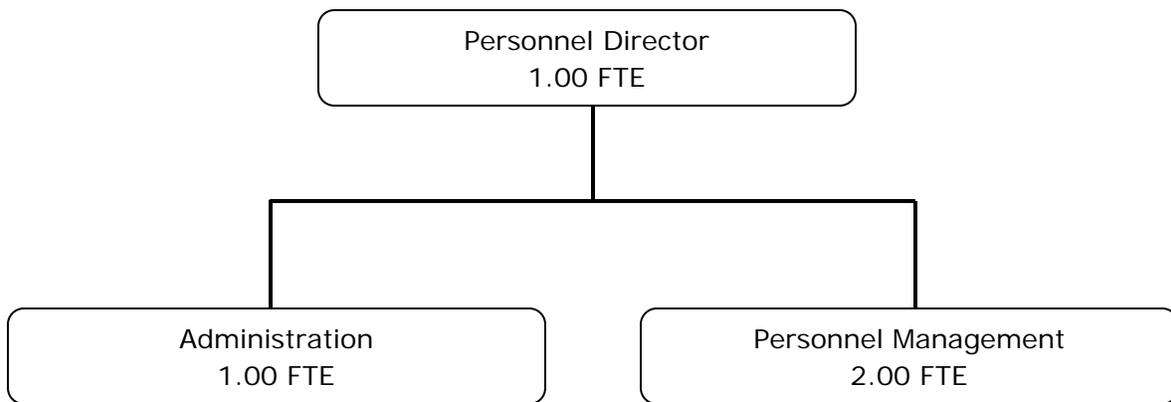
Program/Service Outcomes: (Objectives based)	<u>2014-15 Actual</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Effectively administer benefit programs	Yes	Yes	Yes





The City of Eureka Organizational Chart

Personnel Department



General Government

DEPARTMENT: Personnel
PROGRAM: Human Resources Management

FUND: Internal Operations
ACCOUNT: 41410



PROGRAM DESCRIPTION:

The mission of the Personnel Department is to recruit, retain, and develop City of Eureka employees by developing policy and providing services that are customer responsive, innovative, cost effective, aligned with the overall mission of the City and the priorities established by the City Council; and to incorporate the best practices of the human resources profession with visionary leadership in accomplishing our goals.

Human Resources Management includes recruitment and selection processes; benefit administration; classification/compensation/organizational determinations; maintenance of various employee records; provision of employee training; compliance with Federal, State and City legal requirements and mandates; labor relations; employee relations; and advising on/facilitating disciplinary actions.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 369,685	\$ 398,962	\$ 409,091	\$ 425,859	\$ 434,297
Services and Supplies	76,551	108,509	108,509	105,535	105,535
Capital Outlay	-	1,000	1,000	1,000	1,000
Total Expenditures	\$ 446,236	\$ 508,471	\$ 518,600	\$ 532,394	\$ 540,832

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Personnel Director	1.00	1.00	1.00	1.00
Personnel Analyst I/II	1.00	1.00	1.00	1.00
Personnel Manager	-	-	1.00	1.00
Senior Personnel Analyst	1.00	1.00	-	-
Senior Administrative Assistant-Confidential	0.80	1.00	1.00	1.00
Total	3.80	4.00	4.00	4.00

SERVICE LEVEL CHANGES:

Senior Personnel Analyst position reclassified to a Personnel Manager (0 FTE)

General Government

DEPARTMENT: Personnel
PROGRAM: Human Resources Management

FUND: Internal Operations
ACCOUNT: 41410



PROGRAM GOALS:

The Personnel Department supports all City Council strategic goals by developing and maintaining the workforce necessary to achieve the objectives defined by the City Council. Whether achieving objectives in Public Safety, Economic Development, Downtown Revitalization, Transportation Management or targeted special projects, the common thread is the workforce - the police officers, fire fighters, senior management, planners, engineers, supervisors, maintenance workers, administrative secretaries, etc. that carry out Council's strategic plans.

Program Goals include:

- Attracting and retaining qualified employees
- Develop and maintain comprehensive Personnel Policies
- Develop and maintain positive labor relations with the various bargaining groups
- Develop and administer fair and impartial employee grievance and disciplinary processes in compliance with Federal, State and Local employment law
- Recommend and administer cost effective benefits programs
- Develop and maintain the City's compensation and classification plans
- Maintain legal and accurate employee records

PROGRAM OBJECTIVES:

1. Perform the classification and compensation analysis required in order to achieve desired organizational changes.
2. Obtain training and fully implement the Human Resources Module in Incode in conjunction with Finance Department staff.
3. Develop Human Resources staff.
4. Perform ongoing recruitment and hiring processes while simultaneously working with departments to improve and streamline collaborative recruitment processes that meet all legal requirements.
5. Perform ongoing benefits administration.
6. Perform ongoing personnel records administration.
7. Perform ongoing employee relations complaint resolution.
8. Continue clean up of archived personnel records and assess options for storing records electronically and automating the records retention administration.
9. Identify, promote and/or facilitate employee team building and empowerment programs.
10. Contract for service when needed to accomplish program goals.

General Government

DEPARTMENT: Personnel
PROGRAM: Human Resources Management

FUND: Internal Operations
ACCOUNT: 41410



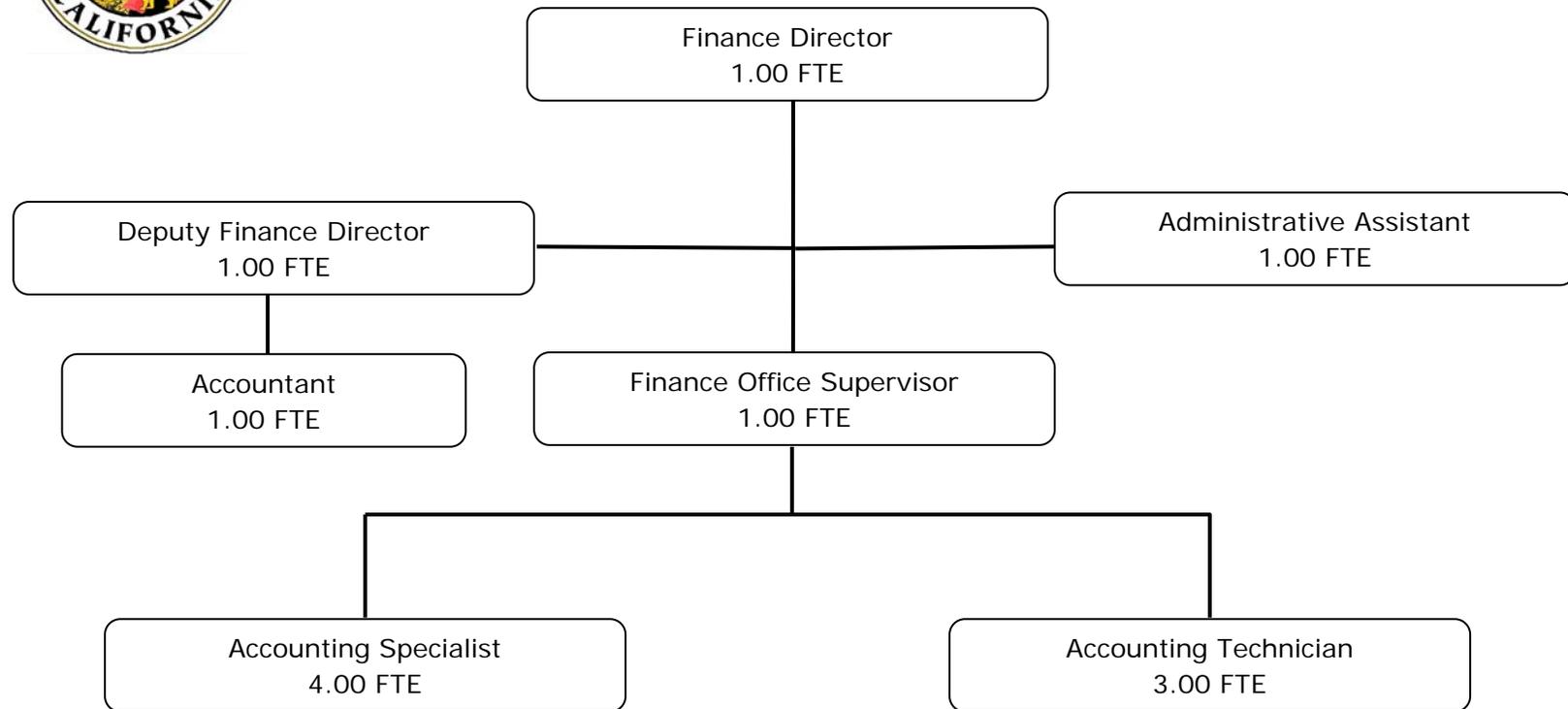
PERFORMANCE MEASURES:

Program/Service Outcomes: (based on program objectives)	<u>2014-15 Actual</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Perform classification and compensation analyses	Yes	Yes	Yes
Implement the Human Resources Module in Incode	Yes	Yes	Yes
Develop Personnel/Human Resources Staff	Yes	Yes	Yes
Perform streamlined recruitment and hiring processes	Yes	Yes	Yes
Perform ongoing benefits administration	Yes	Yes	Yes
Perform ongoing personnel records administration	Yes	Yes	Yes
Assess/implement options for storage of archived records	Yes	Yes	Yes
Automate records retention administration	Yes	Yes	Yes
Advance ongoing employee relation and resolutions	Yes	Yes	Yes
Promote employee team building programs	Yes	Yes	Yes
Pursue service contracts to accomplish goals when needed	Yes	Yes	Yes



Finance Department

The City of Eureka Organizational Chart





Department Summary

Finance



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; purchasing; transit operations; and Successor Agency administration.

	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Amended</u> <u>Budget</u>	<u>2015-16</u> <u>Estimated</u>	<u>2016-17</u> <u>Budget</u>	<u>2017-18</u> <u>Budget</u>
EXPENDITURES BY PROGRAM:					
Finance	\$ 1,098,494	\$ 1,084,454	\$ 1,077,211	\$ 1,306,170	\$ 1,324,006
Non-Departmental	1,454,505	1,528,134	1,619,259	1,693,086	1,679,391
Transit - General Public	1,688,727	1,586,892	1,418,076	1,471,375	1,471,375
Transit - Para transit	451,532	469,200	469,156	442,500	442,500
Successor Agency	307,718	250,000	250,000	250,000	250,000
	<u>\$ 5,000,976</u>	<u>\$ 4,918,680</u>	<u>\$ 4,833,702</u>	<u>\$ 5,163,131</u>	<u>\$ 5,167,272</u>

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 1,121,371	\$ 800,423	\$ 793,180	\$ 1,004,918	\$ 1,022,754
Services and Supplies	3,875,116	3,982,257	4,039,522	4,157,213	4,143,518
Capital Outlay	4,489	136,000	1,000	1,000	1,000
Total Expenditures	<u>\$ 5,000,976</u>	<u>\$ 4,918,680</u>	<u>\$ 4,833,702</u>	<u>\$ 5,163,131</u>	<u>\$ 5,167,272</u>

EXPENDITURES BY FUND

General Fund	\$ 934,360	\$ 1,050,571	\$ 1,146,321	\$ 1,251,405	\$ 1,251,405
General Fund - Donations	17,500	33,980	29,355	13,695	-
Water	234,330	252,497	239,901	352,458	357,577
Wastewater	228,242	254,182	241,586	307,283	311,622
Transit Fund	2,140,259	2,056,092	1,887,232	1,913,875	1,913,875
Internal Operations Fund	1,138,567	1,021,358	1,039,307	1,074,415	1,082,793
SA Debt Service Fund-Merged Area	250,000	250,000	250,000	250,000	250,000
SA Capital Fund-Merged Area	57,718	-	-	-	-
Total Resources	<u>\$ 5,000,976</u>	<u>\$ 4,918,680</u>	<u>\$ 4,833,702</u>	<u>\$ 5,163,131</u>	<u>\$ 5,167,272</u>

	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Budget</u>	<u>2017-18</u> <u>Budget</u>
PERSONNEL:				
Full-time Positions	12.20	11.00	12.00	12.00
Total	<u>12.20</u>	<u>11.00</u>	<u>12.00</u>	<u>12.00</u>

General Government

DEPARTMENT: Finance

FUND: Water
Wastewater
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

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

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:			
	2014-15 Actual	2015-16 Target	2015-16 Estimated	2016-17 Target
Invest 90% of available cash % of total cash actively invested	93%	90%	92%	90%
Issue third party reports on time Audit opinion issued by December 31	Mar 31	Dec 31	Mar 31	Dec 31
Single audit opinion issued by December 31	Mar 31	Dec 31	Mar 31	Dec 31
Bond disclosures filed by deadline	Yes	Yes	Yes	Yes
State Controllers' Report filed by deadline	Yes	Yes	Yes	Yes

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:			
	2014-15 Actual	2015-16 Target	2015-16 Estimated	2016-17 Target
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.

General Government

DEPARTMENT: Finance

FUND: Water
Wastewater
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

OPERATIONS (Continued)

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Implement banking efficiencies				
Implement on-line bill payments	Completed	Completed	Completed	Completed
Number of utility bills paid online	15498	20000	18000	20000
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	5,070	5,700	5,500	5,800
	PERFORMANCE MEASURES:			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Supporting Program Objectives:				
# of Purchase Orders	1,129	1,400	1,200	1,200
Business Licenses processed	2,499	2,375	2,500	2,400
Dog licenses processed	2,469	2,900	2,800	2,900
Issue monthly statements to utility customers				
# of Utility statements issued	118,945	118,000	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:			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Make annual review of fees & charges	Yes	Yes	Yes	Yes

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:			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Audit compliance for:				
Property Tax	Yes	Yes	Yes	Yes
Sales Tax and Transaction and Use Taxes	Yes	Yes	Yes	Yes

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:			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Number of community organizations supported	8	8	6	?

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>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Services and Supplies	1,688,727	1,451,892	1,418,076	1,471,375	1,471,375
Capital Outlay	-	135,000	-	-	-
Total Expenditures	\$ 1,688,727	\$ 1,586,892	\$ 1,418,076	\$ 1,471,375	\$ 1,471,375
		<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</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>Supporting Program Objectives:</u>	PERFORMANCE MEASURES:			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Review contractor conformance to contract standards regarding vehicle operations, safety & reliability:	Quarterly	Quarterly	Quarterly	Quarterly
Monitor program operational statistics:	Monthly	Monthly	Monthly	Monthly
Program/Service Statistics:				
Cost per passenger	\$3.64	\$4.00	\$3.80	\$4.00
Cost per hour	60.94	70.00	62.00	70.00
Passengers per service hour	17	18	18	18
Total passengers	224,193	220,000	220,000	220,000
Cost per mile	5.44	7.00	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>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Services and Supplies	\$ 451,532	\$ 469,200	\$ 469,156	\$ 442,500	\$ 442,500
Total Expenditures	<u>\$ 451,532</u>	<u>\$ 469,200</u>	<u>\$ 469,156</u>	<u>\$ 442,500</u>	<u>\$ 442,500</u>
		<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 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:

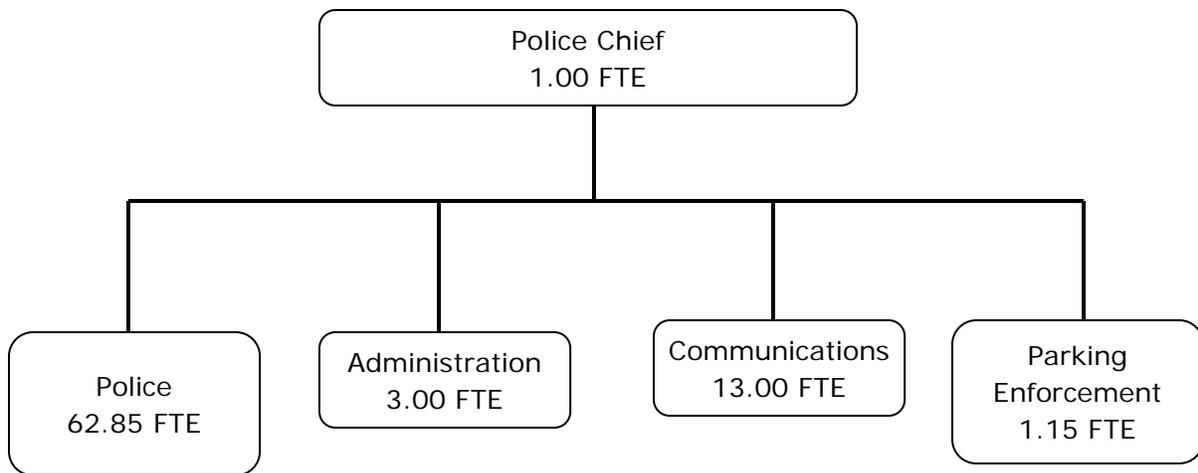
Staff has renegotiated the agreement with the Contractor for this service, in an attempt to reduce overall Paratransit costs. In 2015-16, we will continue to renegotiate the contract with the County for their share of transit operations (currently set at 27% of costs).

<u>Supporting Program Objectives:</u>	PERFORMANCE MEASURES:			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</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
Program/Service Statistics:				
Cost per mile	\$5.39	\$6.50	\$6.50	\$6.50
Cost per passenger	22.57	23.00	22.50	23.00
Cost per hour	40.42	55.00	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



The City of Eureka Organizational Chart

Police Department



Department Summary

Police



	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
EXPENDITURES BY PROGRAM:					
Police - General	\$ 10,725,976	\$ 11,843,765	\$ 10,902,048	\$ 11,929,717	\$ 12,034,193
Communications	1,195,680	1,552,600	1,459,315	1,610,853	1,627,349
Parking Enforcement - Special Revenue	91,287	104,902	65,954	27,387	27,534
Total	\$ 12,012,943	\$ 13,501,267	\$ 12,427,317	\$ 13,567,957	\$ 13,689,076
EXPENDITURES BY CATEGORY:					
Salaries and Benefits	\$ 9,038,327	\$ 9,478,075	\$ 8,723,179	\$ 9,329,715	\$ 9,517,635
Services and Supplies	2,505,004	3,358,977	3,375,077	3,394,424	3,327,623
Capital Outlay	469,612	664,215	329,061	843,818	843,818
Total	\$ 12,012,943	\$ 13,501,267	\$ 12,427,317	\$ 13,567,957	\$ 13,689,076
EXPENDITURES BY FUND:					
General Fund	\$ 11,390,261	\$ 12,679,062	\$ 12,073,691	\$ 12,761,399	\$ 12,949,172
Donations	4,000	64,000	64,000	66,801	-
Measure O	77,164	-	-	-	-
Drug Asset	99,173	350,000	50,000	515,000	515,000
Public Safety Grants	24,672	11,654	11,481	-	-
Special Police Grants	4,669	-	3,846	-	-
Supplemental Law Enforcement - SLES	234,028	97,500	28,000	167,818	167,818
Traffic Offender	87,689	162,061	98,257	-	-
Vehicle Abatement	-	32,088	32,088	29,552	29,552
Parking Fund	91,287	104,902	65,954	27,387	27,534
Total	\$ 12,012,943	\$ 13,501,267	\$ 12,427,317	\$ 13,567,957	\$ 13,689,076
PERSONNEL:					
		<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
Full-time Positions		87.00	81.00	81.00	81.00
Total		87.00	81.00	81.00	81.00

Public Safety

DEPARTMENT: Police
PROGRAM: Police

FUND: General
ACCOUNT: 42100



DEPARTMENT DESCRIPTION:

The Mission of the Eureka Police Department is to:

Work in partnership with the community to prevent and reduce crime, safeguard public trust, improve the quality of life and protect the future of Eureka through dedicated professional service.

The mission is accomplished through three divisions within the department. All personnel are allocated to one of the divisions. Support Services, includes Dispatch, Records and Property. Service Area 1 includes patrol, investigations, volunteers, the PIO and Crime Analyst, Property Room Officers and Animal Control. Service Area 2 includes patrol, POP, crime prevention, SWAT, DTF, K-9, traffic and the old town officer.

It is the responsibility of all Police personnel to pro-actively and reactively prevent, control and investigate crime to foster safety in Eureka or enable those who do. EPD has put together a strategic plan to ensure a targeted approach to protecting Eureka over the next five years. That plan can be found on the City website. The pillars of EPD's Strategic Plan are:

- Category One: Crime Control**
- Category Two: Organizational Effectiveness**
- Category Three: Personnel Development**
- Category Four: Community Policing**
- Category Five: Technological Improvement**
- Category Six: Budgetary Stability**

All tax payer money entrusted to EPD will be spent in the furtherance of one of the 6 Pillars noted above. It is also where EPD can be measure for effectiveness.

	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Amended</u> <u>Budget</u>	<u>2015-16</u> <u>Estimated</u>	<u>2016-17</u> <u>Budget</u>	<u>2017-18</u> <u>Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 8,026,484	\$ 8,213,705	\$ 7,615,042	\$ 8,105,011	\$ 8,276,288
Services and Supplies	2,229,880	2,965,845	2,957,945	2,980,888	2,914,087
Capital Outlay	469,612	664,215	329,061	843,818	843,818
Total Expenditures	\$ 10,725,976	\$ 11,843,765	\$ 10,902,048	\$ 11,929,717	\$ 12,034,193

Public Safety

DEPARTMENT: Police
PROGRAM: Police

FUND: General
ACCOUNT: 42100



	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Police Chief	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00
Police Lieutenant	1.00	-	-	-
Police Sergeant	8.00	8.00	9.00	9.00
Police Officer	42.00	43.00	43.00	43.00
Neighborhood Oriented Policing Officer	1.00	1.00	-	-
Senior Administrative Services Assistant	1.00	1.00	1.00	1.00
Animal Control Officer	1.00	1.00	1.00	1.00
Administrative Technician I/II	-	2.00	1.00	1.00
Crime Analyst	-	-	1.00	1.00
Evidence Technician	-	1.00	1.00	1.00
Police Property Coordinator	1.00	1.00	-	-
Police Property Technician	1.00	1.00	2.00	2.00
Police Records Supervisor	0.85	0.85	0.85	0.85
Police Records Specialist I/II	4.00	4.00	4.00	4.00
Police Services Officer	9.00	-	-	-
Total	72.85	66.85	66.85	66.85

SERVICE LEVEL CHANGES:

- Police Officer position reclassified to a Police Sergeant (0 FTE)
- Administrative Technician position reclassified to a Crime Analyst (0 FTE)

Public Safety

DEPARTMENT: Police
PROGRAM: Police

FUND: General
ACCOUNT: 42100



COUNCIL GOALS SUPPORTED:

MAKE THE CITY OF EUREKA A SAFE PLACE TO LIVE BY FOCUSING ON THE ELIMINATION OF THREATENING BEHAVIOR, VIOLENCE, AND DRUGS.

<u>Supporting Departmental Objectives-Goal</u>	2014-15	<u>PERFORMANCE MEASURES</u>		2016-17
	<u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	<u>Target</u>
Response time to all life-threatening calls for service.	< 4 min.	< 4 min.	< 4 min.	< 4 min.
Recovery of stolen property by value.	75%	75%	75%	75%

REDUCE TRAFFIC ACCIDENT RATES IN THE CITY OF EUREKA.

<u>Supporting Departmental Objectives-Goal</u>	2014-15	<u>PERFORMANCE MEASURES</u>		2016-17
	<u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	<u>Target</u>
Process completed traffic reports/data within ten working days. Use statistical data to provide traffic enforcement in the areas with the highest number of collisions.	100%	100%	100%	100%

STRENGTHEN NEIGHBORHOOD GROUPS DEDICATED TO COMMUNITY IMPROVEMENT.

<u>Supporting Departmental Objectives-Goal</u>	2014-15	<u>PERFORMANCE MEASURES</u>		2016-17
	<u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	<u>Target</u>
Coordinate the development of Neighborhood Watch Groups.	12	12	5	12

Public Safety

DEPARTMENT: Police
PROGRAM: Communications

FUND: General
ACCOUNT: 42125



PROGRAM MISSION:

To provide Communications Dispatching services to the City of Eureka, and maintain networking and support to other PSAPS that utilize EPD Public Safety computers.

PROGRAM DESCRIPTION:

Communications is attached to the Police Department Field Support Division, but is budgeted separately due to contract services provided by the City. The City of Eureka 9-1-1 Communications Center is responsible for answering and directing all 9-1-1 and emergency calls made within the City of Eureka. The Communications Center provides dispatching services for the City Police and Fire Departments, as well as Humboldt Fire Protection District #1, Humboldt Probation Department, City of Arcata and the City of Fortuna.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 929,144	\$ 1,177,327	\$ 1,060,042	\$ 1,201,484	\$ 1,217,980
Services and Supplies	266,536	375,273	399,273	409,369	409,369
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 1,195,680	\$ 1,552,600	\$ 1,459,315	\$ 1,610,853	\$ 1,627,349

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Support Services Manager	1.00	1.00	1.00	1.00
Communications Supervisor	1.00	1.00	1.00	1.00
Senior Communications Dispatcher	2.00	3.00	3.00	3.00
Communications Dispatcher	9.00	8.00	8.00	8.00
Total	13.00	13.00	13.00	13.00

SERVICE LEVEL CHANGES:

FY15/16: Communications Dispatcher position reclassified to a Senior Communications Dispatcher (0 FTE)

Public Safety

DEPARTMENT: Police
 PROGRAM: Communications

FUND: General
 ACCOUNT: 42125



COUNCIL GOALS SUPPORTED:

CONTINUE TO FOSTER AND MAINTAIN POSITIVE AND PRODUCTIVE RELATIONSHIPS WITH ALLIED FIRE AGENCIES AND OTHER EMERGENCY ORGANIZATIONS.

<u>Supporting Departmental Objectives-Goal</u>	<u>PERFORMANCE MEASURES</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Attend Operational Area meetings.	6	6	6	6

MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS.

<u>Supporting Departmental Objectives-Goal</u>	<u>PERFORMANCE MEASURES</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Answer 9-1-1 calls with 3 rings.	100%	100%	100%	100%
Initiate dispatch of life/death emergencies from time of call receipt to one minute.	100%	100%	100%	100%

Public Safety

DEPARTMENT: Police
PROGRAM: Parking Enforcement

FUND: Parking
ACCOUNT: 42126



PROGRAM MISSION:

The Parking Enforcement section's mission is to maintain appropriate parking space availability within enforcement zones, and to maximize the availability of parking spaces for citizens within these zones.

PROGRAM DESCRIPTION:

The Parking Enforcement section advises, marks and enforces appropriate parking regulations within the City. At least once a day the primary areas and handicapped spaces are enforced by Parking Enforcement. They are also responsible for tracking citations, collection of fines, and processing the necessary paperwork.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 82,699	\$ 87,043	\$ 48,095	\$ 23,220	\$ 23,367
Services and Supplies	8,588	17,859	17,859	4,167	4,167
Total Expenditures	\$ 91,287	\$ 104,902	\$ 65,954	\$ 27,387	\$ 27,534

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Police Records Supervisor	0.15	0.15	0.15	0.15
Police Record Specialist I/II	1.00	1.00	1.00	1.00
Total	1.15	1.15	1.15	1.15

SERVICE LEVEL CHANGES:

None

COUNCIL GOALS SUPPORTED:

REDUCE TRAFFIC ACCIDENT RATES IN THE CITY OF EUREKA THROUGH PARKING ENFORCEMENT.

Supporting Departmental Objectives-Goal	PERFORMANCE MEASURES			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Monitor curbside parking during peak traffic hours.	97%	95%	100%	100%
Enforce unsafe blockage of driveways and alleyways.	79%	80%	80%	80%



The City of Eureka Organizational Chart

Fire Department



Department Summary

Fire



DEPARTMENT DESCRIPTION:

Effective January 1, 2015 the City of Eureka's Fire Department joined the Humboldt #1 Fire District to create the Humboldt Bay Fire JPA. The JPA is responsible for safeguarding, life and property of the residents and businesses of Eureka and the Humboldt Fire District.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
EXPENDITURES BY PROGRAM:					
Fire Services	\$ 7,246,216	\$ 6,208,546	\$ 6,233,811	\$ 6,333,825	\$ 6,333,825

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 2,522,332	\$ -	\$ -	\$ -	\$ -
Services and Supplies	4,699,498	6,208,546	6,208,546	6,333,825	6,333,825
Capital Outlay	24,386	-	25,265	-	-
Total	\$ 7,246,216	\$ 6,208,546	\$ 6,233,811	\$ 6,333,825	\$ 6,333,825

EXPENDITURES BY FUND:

General Fund	\$ 6,878,046	\$ 6,208,546	\$ 6,233,811	\$ 6,333,825	\$ 6,333,825
General Fund - Donations	-	-	-	-	-
General Fund - Measure O	320,282	-	-	-	-
Haz/Mat Response Fund	27,625	-	-	-	-
CPR Training Center	20,263	-	-	-	-
Total	\$ 7,246,216	\$ 6,208,546	\$ 6,233,811	\$ 6,333,825	\$ 6,333,825

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PERSONNEL:				
Full-time Positions	42.00	-	-	-
Total	42.00	-	-	-

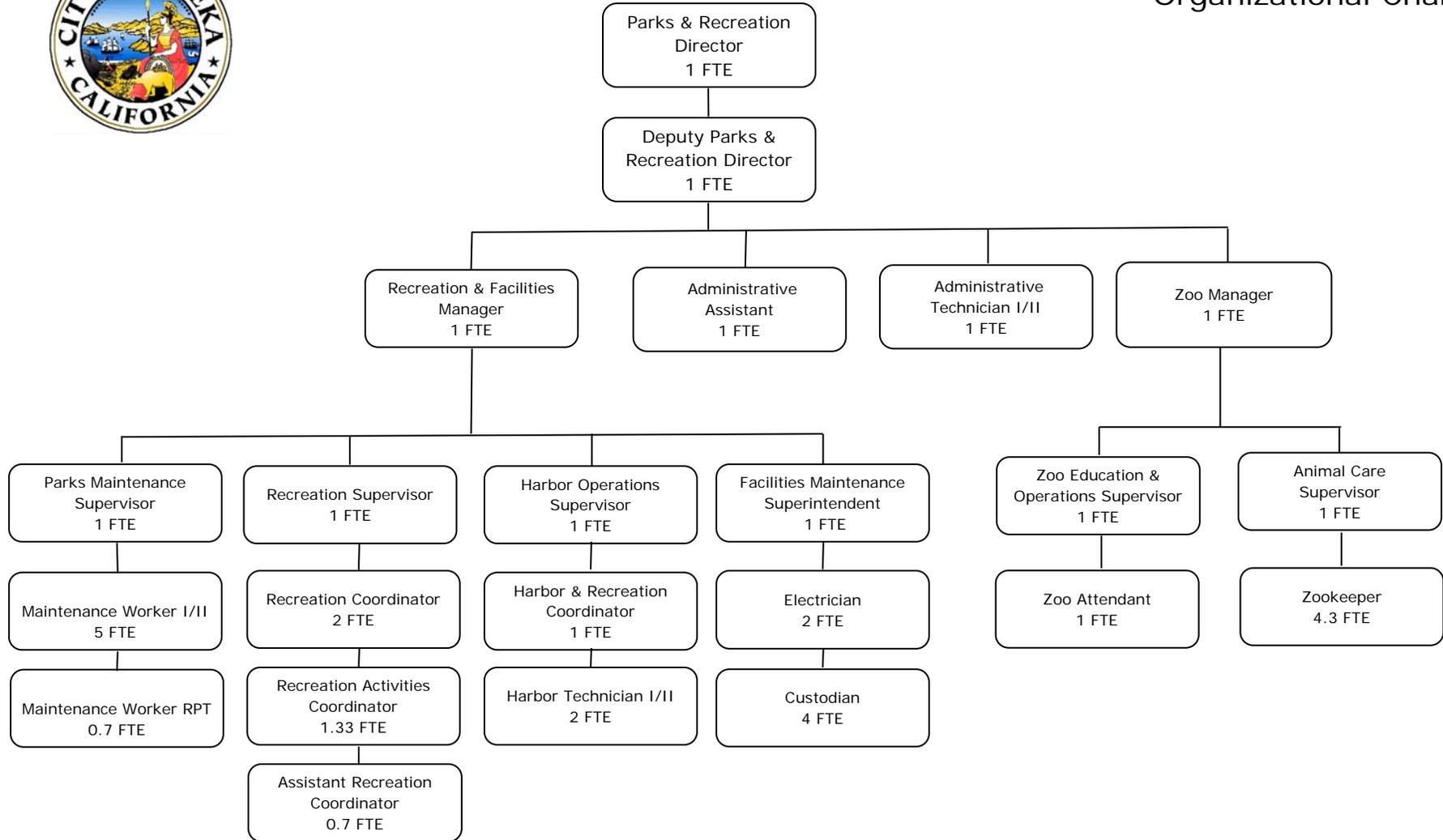
For FY2015-16, FY2016-17 and FY2017-18 all expenses are reflected in Services and Supplies.





Parks & Recreation

The City of Eureka Organizational Chart





Department Summary

Parks & Recreation



DEPARTMENT DESCRIPTION:

The Parks & Recreation Department provides a wide range of essential community services that improve quality of life here in Eureka. The Department is committed to making Eureka a beautiful, livable and sustainable city. The Department includes Environmental Programs, Wharfinger Building, Harbor Maintenance, Park Operations, Adorni Center, Recreation, and the Sequoia Park Zoo.

Services include parks operations. Environmental Programs administers the City's solid waste disposal contracts, develop trails, manage grants and support committee staff. The Recreation and Zoo programs offer positive and constructive recreation and learning opportunities for the community. Harbor Operations manages, maintains and develops the harbor, waterfront, Public Marina, and wetlands.

EXPENDITURES BY PROGRAM:	2014-15	2015-16	2015-16	2016-17	2017-18
	Actual	Amended Budget	Estimated	Budget	Budget
Parks & Recreation - Administration	\$ 902	\$ 542,386	\$ 488,960	\$ 466,813	\$ 472,169
Zoo	926,995	1,060,614	1,059,424	1,122,535	1,131,363
Park Operations	914,730	788,426	730,581	804,862	795,213
Adorni	231,200	303,061	349,726	473,159	475,307
Recreation - Administration	285,858	-	-	-	-
Recreation - Youth	581,530	704,872	664,838	659,830	662,502
Recreation - Adult	144,479	160,829	160,336	161,525	162,907
Environmental Programs	74,178	61,148	61,148	42,823	42,823
Harbor	907,542	616,918	615,535	617,132	621,945
Wharfinger	106,842	206,300	206,231	209,252	210,130
Facilities Operations	579,908	741,552	675,281	715,012	721,740
Total	\$ 4,754,164	\$ 5,186,106	\$ 5,012,060	\$ 5,272,943	\$ 5,296,099

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 2,754,531	\$ 3,023,201	\$ 2,859,155	\$ 3,127,133	\$ 3,166,002
Services and Supplies	1,970,360	2,114,905	2,104,905	2,097,810	2,082,097
Capital Outlay	29,273	48,000	48,000	48,000	48,000
Total	\$ 4,754,164	\$ 5,186,106	\$ 5,012,060	\$ 5,272,943	\$ 5,296,099

EXPENDITURES BY FUND:	2014-15	2015-16	2015-16	2016-17	2017-18
	Actual	Amended Budget	Estimated	Budget	Budget
General Fund	\$ 3,085,694	\$ 3,550,588	\$ 3,444,265	\$ 3,673,011	\$ 3,699,461
General Fund - Donations	-	9,600	9,600	15,713	-
General Fund - Measure O	-	-	-	-	-
Environmental Programs	74,178	61,148	61,148	42,823	42,823
Humboldt Bay	1,014,384	823,218	821,766	826,384	832,075
Internal Operations	579,908	741,552	675,281	-	-
Internal Operations	-	-	-	715,012	721,740
Total	\$ 4,754,164	\$ 5,186,106	\$ 5,012,060	\$ 5,272,943	\$ 5,296,099

PERSONNEL:	2014-15	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Budget
Full-time Positions		32.00	32.00	32.00
Regular Part-time Positions		4.04	4.04	4.04
Total		36.04	36.04	36.04

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Parks & Recreation Administration

FUND: General
ACCOUNT: 45110



PROGRAM DESCRIPTION:

The purpose of Parks and Recreation Administration is to provide support, overview management, and direction of all services and activities provided through the Parks and Recreation Department.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ -	\$ 321,629	\$ 268,203	\$ 271,615	\$ 276,971
Services and Supplies	902	220,757	220,757	195,198	195,198
Total Expenditures	\$ 902	\$ 542,386	\$ 488,960	\$ 466,813	\$ 472,169

EXPENDITURES BY FUND:					
General Fund	\$ 902	\$ 542,386	\$ 488,960	\$ 466,813	\$ 472,169
Total	\$ 902	\$ 542,386	\$ 488,960	\$ 466,813	\$ 472,169

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Parks & Recreation Director	1.00	1.00	1.00	1.00
Deputy Parks & Recreation Director	0.50	0.50	0.50	0.50
Administrative Technician	0.50	0.50	0.50	0.50
Total	2.00	2.00	2.00	2.00

SERVICE LEVEL CHANGES:

None.

COUNCIL GOALS SUPPORTED

THE MISSION OF THE RECREATION ADMINISTRATION DIVISION IS TO PROVIDE FOR AND ENHANCE THE QUALITY OF LIFE AND SPIRIT OF THE COMMUNITY WITH A WIDE VARIETY OF RECREATIONAL PROGRAMS AND SERVICES.

PROGRAM GOALS

Implement Parks & Recreation roles and responsibilities for the City Council's strategic vision.
 Maintain relationship with the Parks and Recreation Commission.

	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
<u>Supporting Program Objectives</u>				
Maintain monthly meeting schedule with Parks & Recreation Commission	Yes	Yes	Yes	Yes
Implement quarterly employee development for supervisors	Yes	Yes	Yes	Yes

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Sequoia Park Zoo

FUND: General
ACCOUNT: 45140



PROGRAM MISSION:

Sequoia Park Zoo inspires conservation of the natural world by instilling wonder, respect and passion for wildlife. We fulfill our mission by creating intimate connection between people and animals; providing the highest standards of animal care and exhibitory; providing innovative educational experiences; partnering with other institutions to ensure sustainability of zoo and wild populations; providing a place for our community to meet, relax, and enjoy; and appreciating and utilizing our unique redwood setting.

PROGRAM DESCRIPTION:

Sequoia Park Zoo provides the Greater Eureka community and tourists with an accessible recreational and scientifically educational facility. The Zoo cares for and exhibits a variety of fauna and flora using professional standards established by the Association of Zoos and Aquariums regarding captive animal management and conservation education.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 615,166	\$ 621,332	\$ 620,142	\$ 667,200	\$ 676,028
Services and Supplies	311,479	439,282	439,282	455,335	455,335
Capital Outlay	350	-	-	-	-
Total Expenditures	\$ 926,995	\$ 1,060,614	\$ 1,059,424	\$ 1,122,535	\$ 1,131,363
EXPENDITURES BY FUND:					
General Fund	\$ 926,995	\$ 1,060,614	\$ 1,059,424	\$ 1,122,535	\$ 1,131,363
Total	\$ 926,995	\$ 1,060,614	\$ 1,059,424	\$ 1,122,535	\$ 1,131,363

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME EQUIVALENT POSITIONS:				
Animal Care Supervisor	1.00	1.00	1.00	1.00
Zoo Attendant	1.00	1.00	1.00	1.00
Zoo Education / Operations Supervisor	1.00	1.00	1.00	1.00
Zoo Manager	1.00	1.00	1.00	1.00
Zookeeper	3.00	3.00	3.00	3.00
Zookeeper (RPT)	1.30	1.30	1.30	1.30
Total Positions	8.30	8.30	8.30	8.30

SERVICE LEVEL CHANGES:

None.

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Sequoia Park Zoo

FUND: General
ACCOUNT: 45140



COUNCIL GOALS SUPPORTED:

PROVIDE QUALITY OF LIFE ENHANCEMENTS WITH UNIQUE RECREATIONAL OPPORTUNITIES
ENHANCE TOURISM BY PROVIDING QUALITY TOURIST DESTINATIONS

Supporting Departmental Goal:

Operate a quality, AZA-accredited zoological facility.

PERFORMANCE MEASURES:

Supporting Program Objectives

	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Maintain or increase diversity of species / #	62/190	62/190	56/190	56/190
Maintain or increase # of SSP managed species	8	8	12	12
Improve quality or eliminate older exhibits (#)	4	4	1 - BY refresh	TBD
Maintain AZA accreditation	Yes	Yes	Yes	Yes
Implement Facility Master Plan	Watershed Heroes Open			CEQA

Supporting Departmental Goal:

Partner with SPZ Foundation to provide guest services, amenity improvements, capital development.

PERFORMANCE MEASURES:

Supporting Program Objectives

	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Budget</u>
Provide special zoo events (#)	6	6	6	7
Provide full service café & gift shop (hrs operating)	90%	90%	90%	90%
Provide quarterly newsletter	3	3	1	2
Provide marketing, web & social media	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000

Supporting Departmental Goal:

Provide educational & personal development opportunities for the community.

PERFORMANCE MEASURES:

Supporting Program Objectives

	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Budget</u>
Offer youth programs/camps (#classes / #served)	13/185	25/500	12/170	19/350
Offer Guided Zoo Tours (# tours / # served)	7/140	20/400	11/300	13/350
Offer Youth Volunteer Program (#participants)	20	25	25	25
Offer Adult Volunteer Program (#participants)	5/11	140	72	72
Offer adult classes/lectures (#participants)	250	350	400	400
School field trips (# students)	3/8	2200	2000	2000

Enhance Revenue Sources for Budget Sustainability

PERFORMANCE MEASURES:

Supporting Program Objectives

	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Budget</u>
Increase Annual Attendance	115,000	85,000	105,000	107,000
Increase Revenue Through Admissions	\$ 282,600	\$ 230,000	\$ 290,000	\$ 305,000
Generate Facility Rental Revenue	\$ 300	\$ 300	\$ 1,000	\$ 3,000
Generate Class, Tours, and Program Revenue	\$ 17,362	\$ 23,350	\$ 18,500	\$ 21,400
Grant \$ submitted / Awarded	\$ 2,400	\$ 2,400	\$ 20,000	\$ 50,000

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Sequoia Park Zoo

FUND: General
 ACCOUNT: 45140



Supporting Departmental Goal:

Create a premier visitor destination for Eureka.

Supporting Departmental Goal:	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Budget</u>
Enhance Tourism (# visitors from outside Humboldt County)	-	26,000	15,250	16,000
Increase Visitor Stay Time (# hours)	~1.5 hrs	~1.75 hrs	~1.75 hrs	~1.75 hrs

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Park Operations

FUND: General
 ACCOUNT: 45150



PROGRAM DESCRIPTION:

The purpose of this program is to develop and maintain a diversified system of park and landscape facilities in a neat, clean and well-repaired condition, and operated in a friendly, courteous and equitable manner for the use and enjoyment of the public. There are a total of six community park facilities which include Halvorson Park, Cooper Gulch Park, Hartman/Kennedy ball fields, Sequoia Park, Sequoia Park Garden and the Sequoia Park Zoo. There are a total of seven neighborhood park facilities, including Carson Park, Hammond Park, Lundbar Hills Park, Highland Park, Ross Park, Clara Mae Berry Park, and 20-30 Park. Myrtle Grove Cemetery is included in the Park Facilities program. The Eureka Skate Park is now open for public use within Cooper Gulch Park. There are a total of 42 landscape facilities, 22 parking lots and 1,400 street trees throughout the city.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 506,643	\$ 431,087	\$ 373,242	\$ 435,162	\$ 441,226
Services and Supplies	403,087	347,339	347,339	359,700	343,987
Capital Outlay	5,000	10,000	10,000	10,000	10,000
Total Expenditures	\$ 914,730	\$ 788,426	\$ 730,581	\$ 804,862	\$ 795,213

EXPENDITURES BY FUND:					
General Fund	\$ 914,730	\$ 778,826	\$ 720,981	\$ 789,149	\$ 795,213
General Fund - Donations	-	9,600	9,600	15,713	-
Total	\$ 914,730	\$ 788,426	\$ 730,581	\$ 804,862	\$ 795,213

	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Maintenance Supervisor	1.00	-	-	-
Maintenance Worker I/II	3.00	3.00	5.00	5.00
Maintenance Worker I/II (RPT)	0.70	0.70	0.70	0.70
Parks & Maintenance Manager	-	-	-	-
Parks & Recreation Manager	1.00	1.00	1.00	1.00
Senior Maintenance Worker	2.00	2.00	-	-
Total	7.70	6.70	6.70	6.70

SERVICE LEVEL CHANGES:

FY15/16: Maintenance Supervisor position reclassified to a Parks & Recreation Manager (0 FTE)

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Park Operations

FUND: General
ACCOUNT: 45150



COUNCIL GOALS SUPPORTED:

BECOME A VISITOR-SERVING HUB OF THE REGION.
CONTINUE TO ENCOURAGE EUREKA'S HOMEOWNERS TO ENHANCE THEIR PROPERTY...
ADOPT A PARK
ESTABLISH CLEAR, OBJECTIVE DESIGN STANDARDS THAT ARE SUPPORTED BY OUR COMMUNITY... "OPEN SPACE"
PROMOTE THE EUREKA STREET TREE PLAN, AND ENCOURAGE BOTH THE PUBLIC AND PRIVATE PLANTING AND MAINTENANCE OF TREES

GENERAL PLAN GOALS SUPPORTED

General Parks and Recreation:

Goal 5.A - To provide for a park and recreational system which includes sufficient diversity of areas and facilities to effectively serve a population with varied characteristics, densities, needs and interests, consistent with protecting environmentally sensitive habitats.

Conservation of Open Space:

Goal 6.C - To support the continued protection of valuable open space resources in and around Eureka.

PROGRAM GOALS

Provide and maintain a quality system of park and landscape facilities for the use and enjoyment of the general public.

PROGRAM OBJECTIVES:

Provide a program of high quality maintenance to parks, landscape sites and parking lots on a regular basis. Provide a program to continue upgrading playground areas to be in compliance with the Consumer Product Safety Commission guidelines. Continue the Integrated Pest Management program through the expanded use of mulch materials for weed control in planters. Provide a program for the systematic maintenance and pruning of street trees. Implement a schedule to provide a re-training class in aerial lift operation, pesticide safety and pruning techniques on a yearly basis. Provide a program to host a wide variety of community events.

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Park Operations

FUND: General
 ACCOUNT: 45150



PERFORMANCE MEASURES:

Program/Service Outcomes: <u>(based on program objectives)</u>	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Provide program of high quality maintenance to parks, landscape areas and parking lots on a regular basis.	Yes	Yes	Yes	Yes
Provide a program to continue upgrading play ground areas to be in compliance with the Consumer Product Safety Commission guidelines.	Yes	Yes	Yes	Yes
Continue Integrated Pest Management program through the expanded use of mulch materials for weed control in planters	Yes	Yes	Yes	Yes
Provide program for systematic maintenance and pruning of street trees	Yes	Yes	Yes	Yes
Implement schedule to provide a re-training class in aerial lift operation, pesticide safety and pruning techniques on a yearly basis.	Yes	Yes	Yes	Yes
Provide programs to host a wide variety of community events	Yes	Yes	Yes	Yes

PERFORMANCE MEASURES:

Program/Service Outputs: <u>(goods, services, units produced)</u>	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Budget</u>
# of Park sites maintained	13	13	13	13
# of Landscape sites maintained	42	42	42	42
# of Street trees maintained	1400	1400	1400	1400
# of Area acres maintained	138	138	138	138
# of Turf acres maintained	35	35	35	35
# of Playgrounds maintained	9	9	9	9
# of Restrooms maintained	8	8	8	8
# of Parking lots maintained	24	24	24	24

Parks & Recreation

DEPARTMENT Parks & Recreation
PROGRAM: Adorni Center

FUND: General
ACCOUNT: 45135



PROGRAM DESCRIPTION:

The Adorni Recreation Center is a community recreation center responsible for providing on-site leisure time activities for youth and adults. Adorni Center programs include sports leagues, special classes, aerobics, weight room, drop-in activities and facility rentals.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 165,726	\$ 151,217	\$ 197,882	\$ 269,491	\$ 271,639
Services and Supplies	54,442	141,844	141,844	193,668	193,668
Capital Outlay	11,032	10,000	10,000	10,000	10,000
Total Expenditures	\$ 231,200	\$ 303,061	\$ 349,726	\$ 473,159	\$ 475,307

EXPENDITURES BY FUND:

General Fund	\$ 231,200	\$ 303,061	\$ 349,726	\$ 473,159	\$ 475,307
Total	\$ 231,200	\$ 303,061	\$ 349,726	\$ 473,159	\$ 475,307

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Recreation Coordinator	1.00	1.00	1.00	1.00
Administrative Assistant	-	1.00	1.00	1.00
Recreation Aide (RPT)	-	-	-	-
Assistant Recreation Coordinator (RPT)	-	0.70	0.70	0.70
Total	1.00	2.70	2.70	2.70

SERVICE LEVEL CHANGES:

None.

Parks & Recreation

DEPARTMENT Parks & Recreation
 PROGRAM: Adorni Center

FUND: General
 ACCOUNT: 45135



Council Goals Supported

THE MISSION OF THE RECREATION DIVISION IS TO PROVIDE FOR AND ENHANCE THE QUALITY OF LIFE AND SPIRIT OF THE COMMUNITY WITH A WIDE VARIETY OF RECREATIONAL PROGRAMS AND SERVICES

PROGRAM OBJECTIVES:

- Develop program to host community wide special events and provide facilities for public rentals.
- Develop programs that offers special interest fitness classes on a year round basis.
- Increase Adorni Center Memberships. Provide youth and adult sports leagues.

SUPPORTING PROGRAM OBJECTIVES:

PERFORMANCE MEASURES:

	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimate</u>	<u>2016-17 Budget</u>
# of Adorni Center Rentals	14	14	14	14
# of Conference Room Rentals	360	360	360	360
# of Aerobic Classes	2,080	2,080	2,080	2,080
# of Adorni Center Memberships	1,850	1,850	1,850	1,850
# of Youth Sports Leagues	1	1	1	1
# of Adult Sports Leagues	3	3	3	3

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Recreation Administration

FUND: General
 ACCOUNT: 45131



PROGRAM DESCRIPTION:

The purpose of Recreation Administration is to provide support, overview management, and direction of all services and activities provided through the Recreation Division.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 189,830	\$ -	\$ -	\$ -	\$ -
Services and Supplies	96,028	-	-	-	-
Total Expenditures	\$ 285,858	\$ -	\$ -	\$ -	\$ -
EXPENDITURES BY FUND:					
General Fund	\$ 285,858	\$ -	\$ -	\$ -	\$ -
Total	\$ 285,858	\$ -	\$ -	\$ -	\$ -
FULL TIME AND REGULAR PART-TIME POSITIONS:					
	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>	
None	-	-	-	-	
Total	-	-	-	-	

SERVICE LEVEL CHANGES:

None.

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Recreation Administration

FUND: General
 ACCOUNT: 45131



COUNCIL GOALS SUPPORTED

THE MISSION OF THE RECREATION ADMINISTRATION DIVISION IS TO PROVIDE FOR AND ENHANCE THE QUALITY OF LIFE AND SPIRIT OF THE COMMUNITY WITH A WIDE VARIETY OF RECREATIONAL PROGRAMS AND SERVICES.

PROGRAM GOALS

Offer new and continuing programs that are of interest to all age groups. Maintain working relationships with local school districts. Maintain relationship with the Parks and Recreation Commission.

PERFORMANCE MEASURES:

<u>Supporting Program Objectives</u>	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Produce Recreation Division Activity Brochure on a bi-annual basis.	Yes	Yes	Yes	Yes
Maintain monthly meeting schedule with local school districts	Yes	Yes	Yes	Yes
Maintain monthly meeting schedule with Parks & Recreation Commission	Yes	Yes	Yes	Yes
Program/Service Outputs: (goods, services, units produced)				
# of Continuing Programs Available to General Public	15	15	15	16
# of New Programs Available to General Public	0	0	0	0

Parks & Recreation



DEPARTMENT: Parks & Recreation
PROGRAM: Recreation-Youth Programs and Activities

FUND: General
ACCOUNT: 45132

PROGRAM DESCRIPTION:

Youth Programs and Activities provide a variety of leisure time services which offer youth ages 0-17 a selection of activities provided through the Recreation Division.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 505,384	\$ 570,424	\$ 530,390	\$ 549,529	\$ 552,201
Services and Supplies	76,146	129,448	129,448	105,301	105,301
Capital Outlay	-	5,000	5,000	5,000	5,000
Total Expenditures	\$ 581,530	\$ 704,872	\$ 664,838	\$ 659,830	\$ 662,502
EXPENDITURES BY FUND:					
General Fund	\$ 581,530	\$ 704,872	\$ 664,838	\$ 659,830	\$ 662,502
Total	\$ 581,530	\$ 704,872	\$ 664,838	\$ 659,830	\$ 662,502

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Deputy Parks & Recreation Director	-	0.25	0.25	0.25
Administrative Technician I	0.25	0.25	0.25	0.25
Recreation Coordinator	1.00	1.00	1.00	1.00
Recreation Supervisor	-	0.50	0.50	0.50
After School Programs Coordinator (RPT)	0.70	0.70	0.70	0.70
Assistant Recreation Coordinator (RPT)	0.70	-	-	-
Youth Activities Coordinator (RPT)	0.64	0.64	0.64	0.64
Total	3.29	3.34	3.34	3.34

SERVICE LEVEL CHANGES:

None.

Parks & Recreation



DEPARTMENT: Parks & Recreation
PROGRAM: Recreation-Youth Programs and Activities

FUND: General
ACCOUNT: 45132

General Plan Goal Supported

TO ENSURE THAT A RANGE OF RECREATION SERVICES, ACTIVITIES, AND PROGRAMS ARE OFFERED WHICH PROVIDE A DESIRABLE QUALITY OF LIFE FOR ALL CITIZENS OF EUREKA

PROGRAM GOALS:

- Maintain after-school & teen programs for youth. Provide a youth basketball league.
- Provide a Roller Skating Program at the Municipal Auditorium.
- Provide summer day camps, playgrounds and expand outdoor recreation programs.

<u>Supporting Program Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>
Maintain after-school programs for youth	Yes	Yes	Yes	Yes
# After-School Program participants	90,000	90,000	90,000	90,000
# of Ryan Youth Center participants	3,800	3,800	3,800	3,800
Provide a youth basketball league	Yes	Yes	Yes	Yes
# of Hoopsters Basketball participants	500	500	500	500
Provide a Roller Skating Program	Yes	Yes	Yes	Yes
# of Roller Skating participants	4,700	4,700	4,700	4,700
Provide Summer Day Camps and Playgrounds	Yes	Yes	Yes	Yes
# of Summer Day Camp participants	1,600	1,600	1,600	1,600
# of Summer Playground participants	2,000	2,000	2,000	2,000

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Recreation-Adult Programs and Activities

FUND: General
ACCOUNT: 45133



PROGRAM DESCRIPTION:

Adult Programs and Activities provide a variety of leisure time services which offer a positive recreation experience. Adult programs include special classes, sports, and special events.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 105,420	\$ 105,231	\$ 104,738	\$ 106,562	\$ 107,944
Services and Supplies	39,059	51,598	51,598	50,963	50,963
Capital Outlay	-	4,000	4,000	4,000	4,000
Total Expenditures	\$ 144,479	\$ 160,829	\$ 160,336	\$ 161,525	\$ 162,907
EXPENDITURES BY FUND:					
General Fund	\$ 144,479	\$ 160,829	\$ 160,336	\$ 161,525	\$ 162,907
Total	\$ 144,479	\$ 160,829	\$ 160,336	\$ 161,525	\$ 162,907

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Deputy Parks & Recreation Director	-	0.25	0.25	0.25
Administrative Technician I	0.25	0.25	0.25	0.25
Recreation Coordinator	1.00	0.50	0.50	0.50
Recreation Supervisor	1.00	-	-	-
Total	2.25	1.00	1.00	1.00

SERVICE LEVEL CHANGES:

None.

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Recreation-Adult Programs and Activities

FUND: General
ACCOUNT: 45133



COUNCIL GOALS SUPPORTED:

THE MISSION OF THE RECREATION DIVISION IS TO PROVIDE FOR AND ENHANCE THE QUALITY OF LIFE AND SPIRIT OF THE COMMUNITY WITH A WIDE VARIETY OF RECREATIONAL PROGRAMS AND SERVICES

PROGRAM OBJECTIVES:

Provide men's basketball leagues. Provide women's volleyball leagues. Provide men's, women's and co-ed softball leagues. Maintain or increase participation levels in adult programs. Add Outdoor Recreation Programs.

SUPPORTING PROGRAM OBJECTIVES:	PERFORMANCE MEASURES:			
	2014-15 Actual	2015-16 Target	2015-16 Budget	2016-17 Budget
Maintain a variety of adult programs that maintain or increase participation levels	Yes	Yes	Yes	Yes
# of Basketball Teams	24	24	24	24
# of Volleyball Teams	30	30	30	30
# of Softball Teams	42	42	42	42
# of Special Interest Classes	5	5	5	5

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Environmental Programs

Fund: Environmental Programs
Account: 44505



PROGRAM MISSION:

The Environmental Program's mission is to provide direct assistance to the Public Works Director and the City Council with a variety of special programs and projects intended to address immediate and long term concerns for the citizens of the City of Eureka.

PROGRAM DESCRIPTION:

The Environmental Programs division is responsible for overseeing compliance with the Integrated Waste management Act of 1989 (AB939) as it applies to recycling, source reduction, composting, household hazardous waste, public information and education. The division provides project oversight and management analysis in other programs and activities including trail development, greenhouse gas reduction (AB32: CA Global Warming Solutions Act of 2006) and other environmental projects as assigned. It also provides direct assistance to the Parks and Recreation Department with a variety of special projects including grants management, emergency operations and special events. The Division works with other departments on various environmental and planning issues.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000
Services and Supplies	74,178	61,148	61,148	30,823	30,823
Total Expenditures	\$ 74,178	\$ 61,148	\$ 61,148	\$ 42,823	\$ 42,823
EXPENDITURES BY FUND:					
Environmental Programs	\$ 74,178	\$ 61,148	\$ 61,148	\$ 42,823	\$ 42,823
Total	\$ 74,178	\$ 61,148	\$ 61,148	\$ 42,823	\$ 42,823
		<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:					
None		-	-	-	-
Total		-	-	-	-

SERVICE LEVEL CHANGES:

None.

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Environmental Programs

Fund: Environmental Programs
 Account: 44505



COUNCIL GOALS SUPPORTED:

Increase Waste Diversion and Recycling in the City of Eureka

	2014-15	2015-16	2015-16	2016-17
	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
<u>Supporting Departmental Objectives</u>				
Develop Regional Food Waste Diversion Facility	40%	75%	25%	75%
Increase Commercial Recycling	10%	100%	100%	100%
Continue outreach/promotional efforts	100%	100%	100%	100%
Continue Special Collection Events	12	4	4	4
Continue Regionalization efforts	25%	100%	50%	75%
Continue efforts to divert construction/demolition debris	5%	50%	25%	50%

Develop a City and Regional Trail System

	2014-15	2015-16	2015-16	2016-17
	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
<u>Supporting Departmental Objectives</u>				
Continue efforts to develop Elk River Wildlife Trail	75%	100%	100%	100%
Continue efforts to develop Eureka-Arcata Trail	5%	50%	25%	50%
Continue to develop Eureka Waterfront Trail/Promenade	15%	75%	50%	75%

Program/Service Outcomes: (based on program objectives)	2014-15	2015-16	2016-17
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>
Develop regional compost Facility through HWMA	No	Yes	Yes
Permit processes completed for Elk River Trail System	No	Yes	Yes
Promotional costs of recycling and waste reduction programs	\$5,000	\$5,000	\$7,000
# of households using curbside recycling collection services	8,154	8,154	8,154
Tonnage diverted through recycling	3,500	3,600	3,800
Diversion rate (recycling)	56%	58%	60%
# of business waste audits	1	1	2

Parks & Recreation

DEPARTMENT Parks & Recreation
PROGRAM: Facilities Operations

FUND: General
ACCOUNT: 44500



PROGRAM DESCRIPTION:

The Facilities Operations program is responsible for the maintenance and systems operation of over eighty City buildings. Major facilities include City Hall, Eureka Fire Headquarters, Municipal Auditorium, Adorni Recreation Center, Fisherman's Building, Eureka Police Headquarter, Wharfinger Building, and the Economic Development Administration Plant. Service functions provided are custodial, carpentry, electrical, plumbing, painting, and event set up. Facility maintenance is also provided to the Sequoia Park Zoo, Recreational Facilities, and traffic signal electrical services throughout the City system.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 343,499	\$ 463,790	\$ 397,519	\$ 427,687	\$ 434,415
Services and Supplies	226,947	267,762	267,762	277,325	277,325
Capital Outlay	9,462	10,000	10,000	10,000	10,000
Total Expenditures	\$ 579,908	\$ 741,552	\$ 675,281	\$ 715,012	\$ 721,740
EXPENDITURES BY FUND:					
Internal Operations Fund	\$ 579,908	\$ 741,552	\$ 675,281	\$ -	\$ -
Facilities Operations Fund	-	-	-	715,012	721,740
Total	\$ 579,908	\$ 741,552	\$ 675,281	\$ 715,012	\$ 721,740
FULL TIME AND REGULAR PART-TIME POSITIONS:					
	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>	
Custodian	3.00	4.00	4.00	4.00	4.00
Electrician	2.00	2.00	2.00	2.00	2.00
Recreation & Facilities Manager	-	0.50	0.50	0.50	0.50
Facilities Maintenance Superintendent	1.00	1.00	1.00	1.00	1.00
Senior Harbor/Facilities Technician	0.50	-	-	-	-
Senior Custodian	1.00	-	-	-	-
Total	7.50	7.50	7.50	7.50	7.50

SERVICE LEVEL CHANGES:

None.

Parks & Recreation

DEPARTMENT Parks & Recreation
PROGRAM: Facilities Operations

FUND: General
ACCOUNT: 44500



COUNCIL GOALS SUPPORTED:

BECOME A VISITOR-SERVING HUB OF THE REGION.
SUPPORT PUBLIC AND PRIVATE EFFORTS TO IMPROVE STREET LIGHTING IN EUREKA.
DEVELOP MULTI-DISCIPLINE/MULTI-AGENCY REGIONAL TRAINING FACILITIES WITHIN CITY LIMITS.
CONTINUE PROMOTING THE SAFE AND EFFICIENT FLOW OF TRAFFIC IN THE CITY OF EUREKA.
THE CITY OF EUREKA USES TECHNOLOGY TO STREAMLINE AND ASSIST CITIZEN EFFORTS TO ACCESS INFORMATION AND TO SUBMIT APPLICATIONS.

PROGRAM GOALS

Develop a schedule to provide corrective and preventative maintenance for over eighty City buildings and facilities. Develop a work schedule to provide regular custodial care to City offices, restrooms, conference and recreational facilities. Develop a system to track and prioritize service requests by department. Implement a program to provide maintenance service and emergency repairs to City traffic signals and sewer pump station alarm system. Maintain street lighting on 4th and 5th streets downtown and parking lot lighting systems. Maintain traffic signal systems.

PROGRAM OBJECTIVES:

Implement a schedule to provide corrective and preventative maintenance to City buildings and facilities. Implement a schedule to provide custodial care to City offices, restrooms, conference and recreational facilities on a daily basis. Implement a Work Order Backlog system to track and prioritize service requests by department. Implement a program to perform regular maintenance to City traffic signals and sewer pump station alarm system. Continue to relieve back-logged work orders.

Program/Service Outcomes: <i>(based on program objectives)</i>	PERFORMANCE MEASURES:			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Implement schedule for corrective and preventative maintenance for City buildings and facilities	Partial	Partial	Partial	Partial
Continue schedule to provide daily custodial care	Yes	Yes	Yes	Yes
Continue Work Order Backlog System	Yes	Yes	Yes	Yes
Continue program to perform regular maintenance checks to City traffic signals and sewer pump station alarm system	Yes	Yes	Yes	Yes

Program/Service Outputs: <i>(goods, services, units produced)</i>	PERFORMANCE MEASURES:			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Budget</u>
# of City-owned building maintained	82	82	82	82
# of Offices receiving custodial care on a daily basis	75	75	75	75
# of Restrooms maintained on a daily basis	32	32	32	32
# of Traffic signals maintained on a regular basis	26	26	26	26

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Harbor Operations

FUND: Harbor
ACCOUNT: 44440



PROGRAM DESCRIPTION:

The Harbor program is responsible for overseeing the operation and maintenance of the City's Public Marina and maintenance of other waterfront property and structures, including the Eureka Public Marina, Samoa Bridge Boat Ramp, Bonnie Gool Dock, K Street Dock, J Street Dock, F Street Dock, Dock B, the Boardwalk, Del Norte Street Pier and Fisherman's Terminal/Building. In addition, this program is responsible for maintenance projects at the Economic Development Administration (EDA) fish plant and Samoa Bridge Boat Ramp restrooms. Harbor also oversees maintenance of Trusdale Vista Point, Eureka Marsh and other City-owned wetland areas. The Waterfront Revitalization Program cooperates with the Harbor and involves planning, coordination and review of twelve waterfront projects, including dock reconstructions and others.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 238,956	\$ 266,619	\$ 275,236	\$ 292,645	\$ 297,458
Services and Supplies	665,157	345,299	335,299	319,487	319,487
Capital Outlay	3,429	5,000	5,000	5,000	5,000
Total Expenditures	\$ 907,542	\$ 616,918	\$ 615,535	\$ 617,132	\$ 621,945
EXPENDITURES BY FUND:					
Humboldt Bay	\$ 907,542	\$ 616,918	\$ 615,535	\$ 617,132	\$ 621,945
Total	\$ 907,542	\$ 616,918	\$ 615,535	\$ 617,132	\$ 621,945
FULL TIME AND REGULAR PART-TIME POSITIONS:					
	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>	
Harbor Operations Technician I/II		2.00	2.00	2.00	2.00
Harbor Operations Supervisor		1.00	1.00	1.00	1.00
Recreation & Facilities Manager		-	0.50	0.50	0.50
Total		3.00	3.50	3.50	3.50

SERVICE LEVEL CHANGES:

None.

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Harbor Operations

FUND: Harbor
ACCOUNT: 44440



COUNCIL GOALS SUPPORTED:

***BECOME A VISITOR-SERVING HUB OF THE REGION.
ATTRACT CITY RESIDENTS DOWNTOWN BY ENHANCING THE EXCITING MIX OF RESTAURANTS,
RETAIL, WATER ACCESS AND HOUSING ON OUR WATERFRONT.
MAKE DOWNTOWN LIVING ATTRACTIVE AND EXCITING BY ENHANCING RECREATIONAL AND
PEDESTRIAN USE ALONG THE WATERFRONT.***

GENERAL PLAN GOALS SUPPORTED:

Water Transportation

Goal 3.G - To support the water transportation needs of commercial fishing and recreational boating operations

Coastal Recreation and Access

Goal 5.B - To provide public open space and shoreline accessways throughout the Coastal Zone consistent with protecting environmentally sensitive habitats and other coastal priority land uses.

Aquatic Resources and Marine, Wetland, and Riparian Habitat

Goal 6.A - To protect and enhance the natural qualities of the Eureka area's aquatic resources and to preserve the area's valuable marine, wetland, and riparian habitat.

PROGRAM GOALS

Provide quality services and maintenance at the Eureka Public Marina and other waterfront facilities for public use and enjoyment of Humboldt Bay.

PROGRAM OBJECTIVES:

Implement schedule to check and maintain docks on a daily basis. Implement program to train staff in the use of the Eureka Public Marina Standard Operations Procedures Manual. Implement Program to clean up and remove derelict vessels at the Eureka Public Marina. Implement program to provide public marina rental and event set up at the Wharfinger Building. Implement program to oversee 221 acres of wetlands adjacent to Humboldt Bay. Operation and maintenance of Fisherman's Terminal/Building.

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Harbor Operations

FUND: Harbor
 ACCOUNT: 44440



Program/Service Outcomes: (based on program objectives)	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Check and maintain docks on a daily basis	Yes	Yes	Yes	Yes
Train staff in use of operations procedures manual	Yes	Yes	Yes	Yes
Continue program to clean up and remove derelict vessels at the Eureka Public Marina	Yes	Yes	Yes	Yes
Implement schedule to contract engineering's survey work and dredging of harbor	Yes	Yes	Yes	Yes
Implement program to provide public marina rental services and event set up at Wharfinger Building	Yes	Yes	Yes	Yes
Implement program to oversee 221 acres of wetlands	Yes	Yes	Yes	Yes
Operation and maintenance of Fisherman's Terminal and C Street Market Square	Yes	Yes	Yes	Yes

Program/Service Outputs: (goods, services, units produced)	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>
# docks checked and main- on a daily basis	12	12	12	12
# of miles of waterfront inspected daily	5	5	5	5
# of restrooms maintained	4	4	4	4

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Wharfinger

FUND: Humboldt Bay
 ACCOUNT: 44441



PROGRAM DESCRIPTION:

The Wharfinger Program is responsible for administering all uses of the Wharfinger Building. Administrative support is provided for the operation of the Marina and Harbor Maintenance programs. Budget preparation and purchasing assistance is provided for Harbor Maintenance, Facilities Operations and Parks Division.

	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated	2016-17 Budget	2017-18 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 83,907	\$ 91,872	\$ 91,803	\$ 95,242	\$ 96,120
Services and Supplies	22,935	110,428	110,428	110,010	110,010
Capital Outlay	-	4,000	4,000	4,000	4,000
Total Expenditures	\$ 106,842	\$ 206,300	\$ 206,231	\$ 209,252	\$ 210,130

EXPENDITURES BY FUND:

Humboldt Bay	\$ 106,842	\$ 206,300	\$ 206,231	\$ 209,252	\$ 210,130
Total	\$ 106,842	\$ 206,300	\$ 206,231	\$ 209,252	\$ 210,130

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2017-18 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Harbor Recreation Coordinator	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

SERVICE LEVEL CHANGES:

None.

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Wharfinger

FUND: Humboldt Bay
ACCOUNT: 44441



COUNCIL GOALS SUPPORTED:

BECOME A VISITOR-SERVING HUB OF THE REGION.
ATTRACT CITY RESIDENTS DOWNTOWN BY ENHANCING THE EXCITING MIX OF RESTAURANTS, RETAIL, WATER ACCESS AND HOUSING ON OUR WATERFRONT.
MAKE DOWNTOWN LIVING ATTRACTIVE AND EXCITING BY ENHANCING RECREATIONAL AND PEDESTRIAN USE ALONG THE WATERFRONT.

GENERAL PLAN GOALS SUPPORTED

Coastal Recreation and Access

Goal 5.B - To provide public open space and shoreline Accessways throughout the Coastal Zone consistent with protecting environmentally sensitive habitats and other coastal priority land uses.

Recreation Services

Goal 5.C - To ensure that a range of recreation services, activities, and programs are offered which provide a desirable quality of life for all citizens of Eureka.

PROGRAM GOALS

Provide and maintain a quality facility for the general public's use. Provide space for meetings, receptions and conferences.

PROGRAM OBJECTIVES:

Develop marketing strategy to increase rentals at the Wharfinger Building with particular focus provided to the Bay Room. Provide and maintain a high level of customer service for all Wharfinger Building activities. Offer quarterly staff training workshops. Revise and upgrade building rental regulations and guidelines.

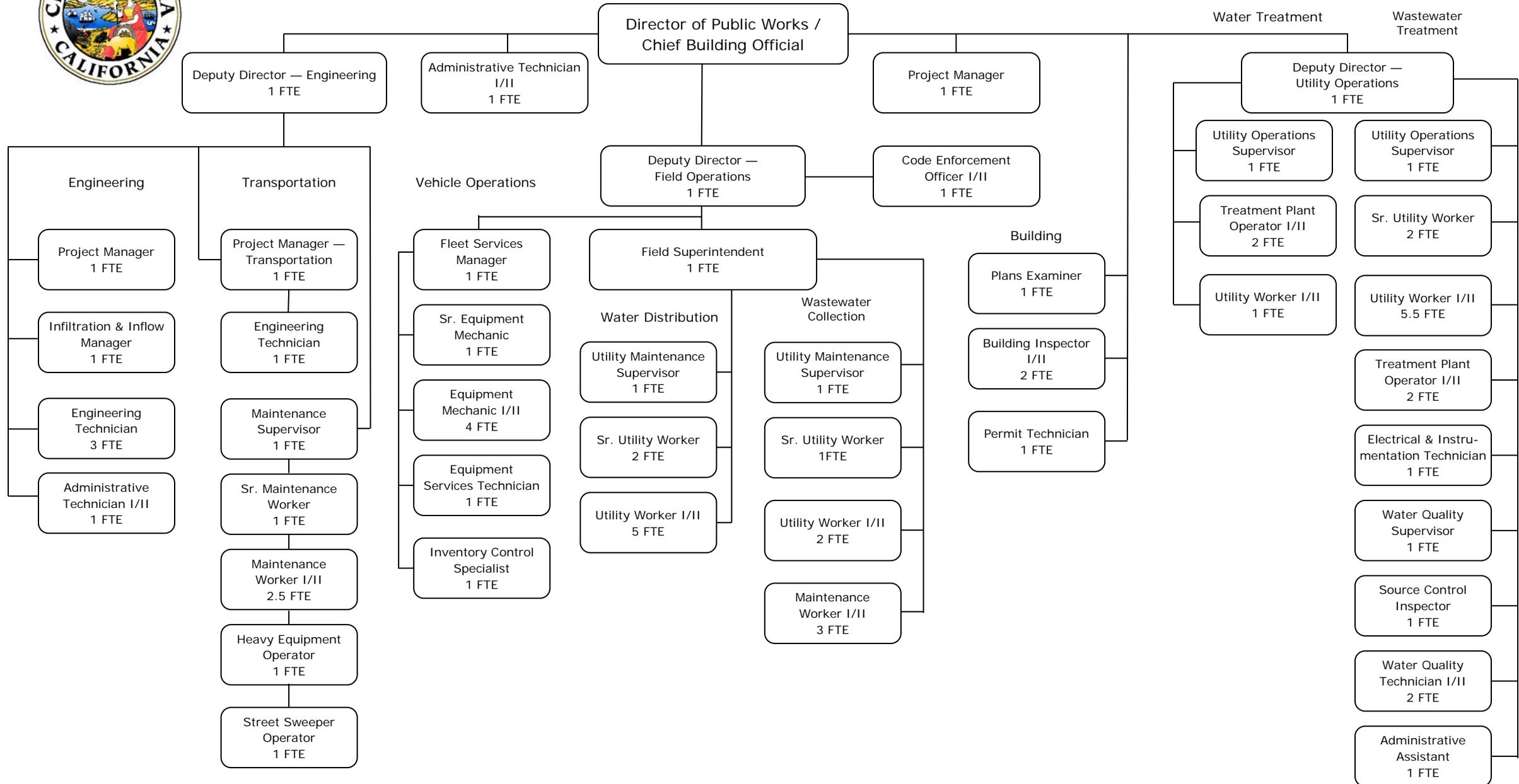
Program/Service Outcomes: <u>(based on program objectives)</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Implement new building rental regulations and guidelines	Yes	Yes	Yes	Yes
Provide quarterly staff training workshops	Yes	Yes	Yes	Yes
Implement marketing strategy to increase rentals	Yes	Yes	Yes	Yes
Host community wide special events and provide facilities for public rentals	Yes	Yes	Yes	Yes

Program/Service Outputs: <u>(goods, services, units produced)</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Budget</u>
# of Monthly events at the Wharfinger Building	30	35	35	35
Monthly revenues from rentals	\$8,202	\$6,000	\$5,500	\$6,000





Public Works





Department Summary

Public Works



DEPARTMENT DESCRIPTION:

The Public Works Department provides a wide range of essential community services that improve quality of life here in Eureka. The Department is committed to making Eureka a beautiful, livable and sustainable city. The Department includes Environmental Programs, Fleet Maintenance, Facilities Operations, Harbor Maintenance, Park Operations, the Sequoia Park Zoo, Stormwater, Street/Alley Maintenance, Wastewater Collection, Water Distribution, and Water and Wastewater Treatment and Engineering.

EXPENDITURES BY PROGRAM:	2014-15	2015-16	2015-16	2016-17	2017-18
	Actual	Amended Budget	Estimated	Budget	Budget
Administration	\$ 334,520	\$ 296,028	\$ 310,067	\$ 449,095	\$ 454,333
Stormwater	159,965	208,153	215,488	226,903	228,810
Streets/Alley Maintenance	1,055,682	953,845	950,582	1,112,734	1,121,075
Water Distribution	1,999,351	1,485,591	1,449,764	1,557,291	1,568,695
Water Treatment	3,045,658	3,801,073	3,677,851	3,841,893	3,847,368
Sewer Collection	1,803,692	1,564,610	1,582,336	1,664,241	1,677,739
Wastewater Treatment	2,682,060	3,376,722	3,274,423	3,529,186	3,547,971
Equipment Operations	1,626,059	2,185,852	2,178,702	2,000,494	2,011,800
Engineering	1,341,700	830,300	928,317	1,067,225	1,018,415
Traffic	329,517	380,205	320,821	244,697	246,082
Building - Construction Regulation	1,264,744	634,222	622,655	593,013	600,011
Building - Code Enforcement	11,015	131,513	112,456	131,341	133,016
Total	\$ 15,653,963	\$ 15,848,114	\$ 15,623,462	\$ 16,418,113	\$ 16,455,315

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 5,576,719	\$ 5,650,183	\$ 5,535,531	\$ 5,989,322	\$ 6,086,524
Services and Supplies	9,854,396	9,024,401	8,914,401	9,258,761	9,198,761
Capital Outlay	222,848	1,173,530	1,173,530	1,170,030	1,170,030
Total	\$ 15,653,963	\$ 15,848,114	\$ 15,623,462	\$ 16,418,113	\$ 16,455,315

EXPENDITURES BY FUND:	2014-15	2015-16	2015-16	2016-17	2017-18
	Actual	Amended Budget	Estimated	Budget	Budget
General Fund	\$ 1,279,003	\$ 1,046,461	\$ 998,555	\$ 1,215,482	\$ 1,223,533
General Fund - Measure O	-	-	-	-	-
Federal/HCAOG	6,137	13,500	13,500	-	-
AB 2928 State Highway Fund	-	10,000	-	-	-
Gas Tax Fund	712,376	709,098	708,619	559,537	564,369
Parking Fund	54,363	59,837	61,006	125,207	66,023
Water Fund	5,627,744	5,682,709	5,620,924	6,000,300	6,024,360
Wastewater Fund	5,068,787	5,374,922	5,307,045	5,792,739	5,832,203
Wastewater Capital Projects	-	-	-	-	-
Harbor Fund	3,735	-	-	-	-
Building Fund	1,275,759	765,735	735,111	724,354	733,027
Equipment Operations Fund	1,626,059	2,185,852	2,178,702	2,000,494	2,011,800
Total	\$ 15,653,963	\$ 15,848,114	\$ 15,623,462	\$ 16,418,113	\$ 16,455,315

	2014-15	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Budget
PERSONNEL:				
Full-time Positions		73.00	70.00	70.00
Total		73.00	70.00	70.00

Public Works

DEPARTMENT: Public Works
PROGRAM: Administration

FUND: Water & Wastewater Fund
ACCOUNT: 44128



PROGRAM DESCRIPTION:

The primary function of the Administration program is to provide direct assistance to the City Manager and administrative support for the Public Works Department which includes a wide range of basic community services that improve the quality of life. These services include Water Treatment and Distribution, Wastewater Collection and Treatment, Stormwater and Streets/Alleys Maintenance.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 280,126	\$ 234,411	\$ 248,450	\$ 375,913	\$ 381,151
Services and Supplies	54,394	61,617	61,617	73,182	73,182
Total Expenditures	\$ 334,520	\$ 296,028	\$ 310,067	\$ 449,095	\$ 454,333

EXPENDITURES BY FUND:

General fund	\$ 199,447	\$ 44,620	\$ 44,620	\$ 24,949	\$ 25,095
Water	70,277	125,289	153,842	212,066	214,612
Wastewater	64,796	126,119	111,605	212,080	214,626
Total	\$ 334,520	\$ 296,028	\$ 310,067	\$ 449,095	\$ 454,333

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Public Works Director/Chief Building Official	0.70	0.70	0.70	0.70
Deputy PW Director - Field Operations	0.70	0.70	0.70	0.70
Administrative Technician	2.00	2.00	1.00	1.00
Project Manager	1.00	1.00	1.00	1.00
Total	4.40	4.40	3.40	3.40

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works
PROGRAM: Administration

FUND: Water & Wastewater Fund
ACCOUNT: 44128



COUNCIL GOALS SUPPORTED:

IMPROVING QUALITY OF LIFE

Supporting Program Goals:

Provide friendly and responsive customer service to Eureka Citizens and protect the quality of life by enforcing City ordinances and all applicable laws pertaining to city property and right of way violations.

Supporting Program Objectives:

Process each request for service within 24 hours and follow the process to completion.

Investigate each violation complaint within 24 hours and take appropriate action to have the violations corrected in the time required.

IMPROVING QUALITY OF LIFE BY FACILITATING SUSTAINABILITY EFFORTS

Supporting Program Goals:

Continue efforts working with Public Works Divisions and other Departments to develop policies that incorporate environmental responsibility into City operations including developing green measures for City buildings, city improvements, energy reduction, waste diversion, water conservation and stormwater management.

Supporting Program Objectives:

Participate in Public Works related committees and report back to appropriate Division for any necessary follow-up

Evaluate opportunities for fuel savings and greening of the City's fleet and make recommendations to the City Council when appropriate.

Assist other Public Works staff when needed to implement Best Management Practices for Municipal Operations that protect water quality and promote sustainability

Public Works

DEPARTMENT: Public Works
PROGRAM: Stormwater

FUND: General & Gas Tax
ACCOUNT: 44130



PROGRAM DESCRIPTION:

The Stormwater Division is the lead in the City's effort to protect water quality by reducing the discharge of pollutants into the storm drain system and receiving waters to the maximum extent practicable. These activities include but are not limited to the following six Minimum Control Measures (MCMs) of the City's Stormwater Management Plan (SWMP): Public Education and Outreach, Public Involvement/Participation, Illicit Discharge Detection and Elimination, Pollution Prevention and Good Housekeeping in Municipal Operations, Construction Site Stormwater Runoff Control and Post-Construction Stormwater Management.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 101,093	\$ 104,130	\$ 111,465	\$ 108,691	\$ 110,598
Services and Supplies	58,872	104,023	104,023	118,212	118,212
Total Expenditures	\$ 159,965	\$ 208,153	\$ 215,488	\$ 226,903	\$ 228,810

EXPENDITURES BY FUND:

General Fund	\$ 107,429	\$ 152,945	\$ 134,087	\$ 226,903	\$ 228,810
General Fund - Measure O	-	-	-	-	-
Gas Tax	52,536	55,208	81,401	-	-
Total	\$ 159,965	\$ 208,153	\$ 215,488	\$ 226,903	\$ 228,810

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Maintenance Supervisor	0.50	0.50	0.50	0.50
Maintenance Worker I/II	1.00	1.00	1.00	1.00
Total	1.50	1.50	1.50	1.50

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works
PROGRAM: Stormwater

FUND: General & Gas Tax
ACCOUNT: 44130



COUNCIL GOALS SUPPORTED:

IMPROVING QUALITY OF LIFE BY ENHANCING WATER QUALITY

Supporting Program Goals:

Comply with the National Pollution Discharge Elimination System (NPDES) Stormwater Permit Program by achieving all the measurable goals of this fiscal year associated with the Illicit Discharge Detection and Elimination, Pollution Prevention and Good Housekeeping in Municipal Operations, Construction Site Stormwater Runoff Control and Post-Construction Stormwater Management MCMs.

Supporting Program Objectives:	2014-15 Actual	2015-16 Target	2015-16 Estimated	2016-17 Target
Renew NPDES Permit for years 2011-2016	NA	100%	0%	100%
Submit State Annual NPDES Permit Report	100%	100%	100%	100%
Street Sweep 14,732 Lane Miles of City	0%	100%	100%	100%
Street Sweep 1,080 Lane Miles for Cal	0%	100%	100%	100%
Continue Permitting for Maintenance of City's Stormwater Drainage	100%	100%	100%	100%
Finalize and Submit to City Council BMP Manuals for Construction	100%	100%	100%	100%
Finalize and Submit to City Pollution Prevention and Good Housekeeping BMP	NA	100%	0%	100%
Develop Post Construction BMP Maintenance Plan	NA	100%	50%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Stormwater

FUND: General & Gas Tax
ACCOUNT: 44130



CITY BEAUTIFICATION THROUGH PUBLIC EDUCATION ABOUT STORMWATER

Supporting Program Goals:

Comply with the National Pollution Discharge Elimination System (NPDES) Stormwater Permit Program by achieving all the measurable goals of this fiscal year associated with the Public Education and Outreach and Public Involvement/Participation MCMs.

Supporting Program Objectives:	2014-15 Actual	2015-16 Target	2015-16 Estimated	2016-17 Target
Organize the Annual Mayday Community Clean Up	100%	100%	100%	100%
Continue Stormwater Curriculum at Sequoia Park Zoo	100%	100%	100%	100%
Increase participation in Stormwater Curriculum at Elementary School level.	100%	100%	100%	100%
Finalize and Submit to City Council BMP Manuals for Construction	100%	100%	100%	100%
Complete Marking of City Storm Drains with No Dumping Placards	N/A	100%	90%	100%
Develop and submit at least three PSA's about Stormwater Ordinances and Manuals	100%	100%	100%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Streets/Alley Maintenance

FUND: General & Gas Tax, Parking
ACCOUNT: 44200



PROGRAM DESCRIPTION:

This program is responsible for upkeep of the City's public street and alley surfaces, regulatory, warning and street name signs, pavement and curb markings, storm drain system maintenance, weed abatement of City and Redevelopment Agency properties, airport pavement and perimeter care, and maintenance and repair of City's off-street parking lots and meters. Sweeping provides services to maintain the cleanliness and appearance of all streets, alleys and parking lots through debris, rubbish and leaf removal, and enhances storm drain facility operations. The program assists other departments with projects by providing manpower and equipment, completing abatement projects on private property as deemed necessary by the Fire Department, and collecting repair costs for damaged property within its area of responsibility.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 452,252	\$ 473,704	\$ 470,441	\$ 545,925	\$ 554,266
Services and Supplies	600,281	475,141	475,141	551,809	551,809
Capital Outlay	3,149	5,000	5,000	15,000	15,000
Total Expenditures	\$ 1,055,682	\$ 953,845	\$ 950,582	\$ 1,112,734	\$ 1,121,075
EXPENDITURES BY FUND:					
General Fund	\$ 521,338	\$ 445,355	\$ 443,689	\$ 637,196	\$ 640,720
General Fund - Measure O	-	-	-	-	-
AB 2928 State Highway	-	-	-	-	-
Gas Tax Fund	495,942	465,193	463,394	430,784	434,993
Parking Fund	38,402	43,297	43,499	44,754	45,362
Total	\$ 1,055,682	\$ 953,845	\$ 950,582	\$ 1,112,734	\$ 1,121,075
FULL TIME AND REGULAR PART-TIME POSITIONS:					
	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>	
Heavy Equipment Operator	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	0.50	0.50	0.50	0.50	0.50
Maintenance Worker I/II	4.00	4.00	4.00	4.00	4.00
Senior Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Street Sweeper Operator	1.00	1.00	1.00	1.00	1.00
Total	7.50	7.50	7.50	7.50	7.50

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works
PROGRAM: Streets/Alley Maintenance

FUND: General & Gas Tax, Parking
ACCOUNT: 44200



COUNCIL GOALS SUPPORTED:

IMPROVING QUALITY OF LIFE BY PROVIDING AND MAINTAINING SAFE TRAVEL PATHS THROUGHOUT THE COMMUNITY

Supporting Program Goals:

Implement a plan for monthly inspection/maintenance for traffic signage and pavement markings. Continue Sidewalk Improvement Program.

Supporting Program Objectives:	2014-15 Actual	2015-16 Target	2015-16 Estimated	2016-17 Target
Continue Sidewalk Improvement Program	N/A	15%	15%	20%
Implement Modernized Preservation Principles for Street Maintenance	Yes	Yes	Yes	Yes
Implement a Thermal Plastic Street Marking Program	N/A	N/A	N/A	5%

IMPROVING QUALITY OF LIFE BY ENHANCING WATER QUALITY

Supporting Program Goals:

Develop Best Management Practices (BMP's) for municipal operations that may contribute to stormwater pollution. Continue street sweeping schedule that provides weekly/monthly maintenance of paved City streets, alleys, parking lots and Caltrans right-of-way.

Supporting Program Objectives:	2014-15 Actual	2015-16 Target	2015-16 Estimated	2016-17 Target
Implement Best Management Practices in Street Maintenance Activities Relating to Stormwater Runoff	25%	30%	30%	50%
Maintain City Storm Drain Outfalls in a Manner to Prevent Erosion of Creeks and Gulches	Yes	Yes	Yes	Yes
Maintain 120 Miles of Streets	100%	100%	100%	100%
Number of Lane Miles cleaned by Street Sweeper	9,821	9,821	9,821	9,821
Number of Lane Miles cleaned for Caltrans	1,080	1,080	1,080	540

Public Works

DEPARTMENT: Public Works
PROGRAM: Water Distribution

FUND: Water
ACCOUNT: 44370



PROGRAM DESCRIPTION:

This program provides installation and maintenance of the water distribution and transmission system, installs new domestic water connections, fire service connections, and fire hydrants. The division maintains the Mad River transmission line from Arcata to Eureka, reads all meters and assists the Finance Department with the collection process. The division strives to protect and maintain water quality within the distribution system; tests and repairs City backflow prevention devices; and tests private backflow devices to ensure proper operation.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 663,074	\$ 625,423	\$ 589,596	\$ 674,734	\$ 686,138
Services and Supplies	1,295,800	695,168	695,168	717,557	717,557
Capital Outlay	40,477	165,000	165,000	165,000	165,000
Total Expenditures	\$ 1,999,351	\$ 1,485,591	\$ 1,449,764	\$ 1,557,291	\$ 1,568,695
EXPENDITURES BY FUND:					
Water	\$ 1,999,351	\$ 1,485,591	\$ 1,449,764	\$ 1,557,291	\$ 1,568,695
Water Capital Projects	-	-	-	-	-
Total	\$ 1,999,351	\$ 1,485,591	\$ 1,449,764	\$ 1,557,291	\$ 1,568,695
FULL TIME AND REGULAR PART-TIME POSITIONS:					
	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>	
Field Superintendent		2.00	0.50	0.50	0.50
Senior Utility Worker		2.00	2.00	2.00	2.00
Utility Worker I/II		5.00	5.00	5.00	5.00
Water System Specialist		1.00	-	-	-
Total		10.00	7.50	7.50	7.50

SERVICE LEVEL CHANGES:

FY15/16: Water System Specialist position reclassified to a Utility Worker (0 FTE)
FY15/16: Eliminate duplicate Field Superintendent position inadvertently added (0 FTE)

Public Works

DEPARTMENT: Public Works
PROGRAM: Water Distribution

FUND: Water
ACCOUNT: 44370



COUNCIL GOALS SUPPORTED:

IMPROVING QUALITY OF LIFE BY MAINTAINING THE CITY'S DISTRIBUTION SYSTEM TO STATE AND FEDERAL STANDARDS

Supporting Program Goals:

Maintain the existing water distribution and transmission system to Federal and State standards.

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2014-15 Actual	2015-16 Target	2015-16 Estimated	2016-17 Target
Support City Laboratory Staff in the Collection of Water Samples for Quality Testing	Yes	Yes	Yes	Yes
Continue Water Gate Valve Maintenance Program	Yes	Yes	Yes	Yes
Protect Water Quality During Emergency and Routine Repairs	100%	100%	100%	100%
Provide Necessary Training for Division Personnel to Maintain State Certificates	100%	100%	100%	100%
Test All Backflow Protection Devices Connected to the City's Distribution System	100%	100%	100%	100%
Maintain 125 Miles of Water Main	100%	100%	100%	100%
Maintain 9,968 Water Services	100%	100%	100%	100%
Resolve Citizen Service Requests in a Timely Manner with a Mutually Agreed Solution	95%	95%	95%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Water Treatment

FUND: Water
ACCOUNT: 44420



PROGRAM MISSION:

It is the mission of the City of Eureka Water Treatment program to provide high quality services to our community. Included in these services is the efficient delivery of healthful and wholesome drinking water.

PROGRAM DESCRIPTION:

The Water Treatment program provides operation and maintenance of the City's potable water storage facilities and boost stations. Activities include operation, maintenance, water quality laboratory, meter reading, grounds keeping, customer service calls, plan review and backflow prevention program.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 347,514	\$ 484,643	\$ 361,421	\$ 315,041	\$ 320,516
Services and Supplies	2,698,144	3,303,570	3,303,570	3,513,992	3,513,992
Capital Outlay	-	12,860	12,860	12,860	12,860
Total	\$ 3,045,658	\$ 3,801,073	\$ 3,677,851	\$ 3,841,893	\$ 3,847,368

EXPENDITURES BY FUND:

Water Treatment	\$ 3,045,658	\$ 3,801,073	\$ 3,677,851	\$ 3,841,893	\$ 3,847,368
Total	\$ 3,045,658	\$ 3,801,073	\$ 3,677,851	\$ 3,841,893	\$ 3,847,368

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Administrative Assistant	0.10	0.10	0.10	0.10
Industrial Maintenance Technician	0.20	-	-	-
Treatment Plant Operator I/II	2.00	2.00	2.00	2.00
Utility Maintenance Supervisor	0.20	0.20	0.20	0.20
Utility Operations Supervisor	1.00	1.00	1.00	1.00
Water Quality Supervisor	0.20	0.20	0.20	0.20
Water Quality Technician	0.30	0.30	0.30	0.30
Total	4.00	3.80	3.80	3.80

SERVICE LEVEL CHANGES:

FY15/16: Industrial Maintenance Technician position reclassified to an Electrical & Instrumentation Technician (0 FTE)

Public Works

DEPARTMENT: Public Works
PROGRAM: Water Treatment

FUND: Water
ACCOUNT: 44420



COUNCIL GOALS SUPPORTED:

MAINTAIN THE HIGH QUALITY OF DELIVERED WATER

<u>Supporting Program Objectives</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
Number of water quality complaints	8	0	5	0
Number of positive microbiological samples	0	0	0	0
Maintain drinking water chlorine concentrations	0.18-1.1 mg/L	0.5 mg/L	0.17-0.61 mg/L	0.55 mg/L
Conduct triannual potable water lead and copper study	100%	100%	100%	100%

MAINTAIN RESPONSIVE CUSTOMER SERVICE

<u>Supporting Program Objectives</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
Respond to all customer complaints within 24 hours	100%	100%	100%	100%
Resolve all customer complaints	100%	100%	100%	100%

ENSURE THAT FACILITY EQUIPMENT IS PROPERLY MAINTAINED AND UPGRADED

<u>Supporting Program Objectives</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
SCADA system	Defer	100%	0%	100%
Lundbar Hills Pumping and Control System	Defer	0%	0%	0%
Design and install new fluoride feed system.	Defer	100%	0%	Defer
Begin a review of the facility operations & maintenance manual.	Defer	Defer	0%	100%
Install new high pump at Harris and K	Defer	Defer	Defer	Defer

Public Works

DEPARTMENT: Public Works
PROGRAM: Sewer Collection

FUND: Wastewater Collection
ACCOUNT: 44380



PROGRAM DESCRIPTION:

This program provides maintenance, installation, and replacement of the sewer collection system including proactive preventative line cleaning, root control and video inspection of the collection system. The division maintains 17 sewer lift stations, installs minor main line extensions and new customer connections.

PROGRAM EXPENDITURES:	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated	2016-17 Budget	2017-18 Budget
Salaries and Benefits	\$ 716,035	\$ 711,070	\$ 728,796	\$ 778,242	\$ 791,740
Services and Supplies	1,032,301	722,540	722,540	754,999	754,999
Capital Outlay	55,356	131,000	131,000	131,000	131,000
Total Expenditures	\$ 1,803,692	\$ 1,564,610	\$ 1,582,336	\$ 1,664,241	\$ 1,677,739

EXPENDITURES BY FUND:					
Sewer Collection	\$ 1,803,692	\$ 1,564,610	\$ 1,582,336	\$ 1,664,241	\$ 1,677,739
Total	\$ 1,803,692	\$ 1,564,610	\$ 1,582,336	\$ 1,664,241	\$ 1,677,739

FULL TIME AND REGULAR PART-TIME POSITIONS:	2014-15 Actual	2015-16 Actual	2016-17 Budget	2017-18 Budget
Field Superintendent	1.00	0.50	0.50	0.50
Senior Utility Worker	2.00	2.00	2.00	2.00
Utility Maintenance Supervisor	1.00	1.00	1.00	1.00
Utility Worker I/II	4.00	6.00	6.00	6.00
Total	8.00	9.50	9.50	9.50

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works

FUND: Wastewater
Collection

PROGRAM: Sewer Collection

ACCOUNT: 44380



CITY GOALS SUPPORTED:

ENSURE ADEQUATE WASTEWATER COLLECTION AND REDUCE AND/OR ELIMINATE SANITARY SEWER OVERFLOWS TO PROTECT PUBLIC HEALTH AND THE ENVIRONMENT.

Supporting Program Goals:

Maintain the existing wastewater collection system in accordance with all State and Federal regulatory guidelines.

<u>Supporting Program Objectives</u>	2014-15 Actual	<u>PERFORMANCE MEASURES:</u>		
		2015-16 Target	2015-16 Estimated	2016-17 Target
Continued Required Updates of Sewer System Management Plan	N/A	35%	75%	100%
Enhance Preventative Maintenance Programs to Reduce/Eliminate Service Disruptions and Sanitary Sewer Overflows	25%	30%	30%	35%
Maintain Close Working Relationships with Federal, State and Local Regulatory Agencies	Yes	Yes	Yes	Yes
Maintain 130 Miles of Collection System Mains	100%	100%	100%	100%

IMPROVING QUALITY OF LIFE BY DEVELOPING IMPROVEMENTS WITHIN THE COLLECTION SYSTEM TO SUPPORT CURRENT AND FUTURE USES

Supporting Program Goals:

Develop a fiscally responsible maintenance and improvement plan for the wastewater collection system.

<u>Supporting Program Objectives</u>	2014-15 Actual	<u>PERFORMANCE MEASURES:</u>		
		2015-16 Target	2015-16 Estimated	2016-17 Target
Continue Staff Participation in Development of Wastewater Facilities Plan	100%	100%	100%	100%
Work with Finance, Engineering and City Consultant to Develop New Rate Structure	100%	100%	100%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Wastewater Treatment

FUND: Wastewater
 Operating
ACCOUNT: 44430



PROGRAM MISSION:

It is the mission of the Elk River Wastewater Treatment Plant to protect public health, the environment, and to provide for the beneficial use of the waters in the greater Eureka area. Beneficial uses include all commercial and recreational activity as well as protection of the natural wildlife habitat found in the area.

PROGRAM DESCRIPTION:

The Wastewater Treatment program provides operation and maintenance of the wastewater treatment facilities. These facilities include the wastewater treatment plant, four pumping stations, one hundred thirty-nine acres of constructed wetlands, and a one hundred acre biosolids reclamation site. Activities include process control, equipment maintenance, laboratory analysis, industrial pretreatment, janitorial and ground maintenance, and administration.

	2014-15	2015-16	2015-16	2016-17	2017-18
	Actual	Amended	Estimated	Budget	Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 1,007,091	\$ 1,056,331	\$ 1,054,032	\$ 1,174,509	\$ 1,193,294
Services and Supplies	1,604,972	1,970,221	1,870,221	2,004,507	2,004,507
Capital Outlay	69,997	350,170	350,170	350,170	350,170
Total Expenditures	\$ 2,682,060	\$ 3,376,722	\$ 3,274,423	\$ 3,529,186	\$ 3,547,971

EXPENDITURES BY FUND:

WW Treatment	\$ 2,682,060	\$ 3,376,722	\$ 3,274,423	\$ 3,529,186	\$ 3,547,971
WW Capital Projects	-	-	-	-	-
Total	\$ 2,682,060	\$ 3,376,722	\$ 3,274,423	\$ 3,529,186	\$ 3,547,971

	2014-15	2015-16	2016-17	2017-18
	Actual	Actual	Budget	Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Administrative Assistant	0.90	0.90	0.90	0.90
Electrical & Instrumentation Technician	-	1.00	1.00	1.00
Industrial Maintenance Technician	0.80			
Senior Utility Worker	1.00	1.00	1.00	1.00
Source Control Inspector	1.00	1.00	1.00	1.00
Treatment Plant Operator I/II	2.00	2.00	2.00	2.00
Utility Maintenance Supervisor	0.80	0.80	0.80	0.80
Utility Operations Supervisor	1.00	1.00	1.00	1.00
Utility Worker I/II	4.00	4.00	4.00	4.00
Water Quality Supervisor	0.80	0.80	0.80	0.80
Water Quality Technician	1.70	1.70	1.70	1.70
Total	14.00	14.20	14.20	14.20

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works
PROGRAM: Wastewater Treatment

FUND: Wastewater
Operating
ACCOUNT: 44430



CITY GOALS SUPPORTED:

PROVIDE COST EFFECTIVE PROTECTION OF PUBLIC HEALTH AND THE ENVIRONMENT

<u>Supporting Program Objectives</u>	<u>2014-15 Actual</u>	<u>PERFORMANCE MEASURES:</u>		<u>2016-17 Target</u>
		<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	
Minimize discharge requirement exceedences	2	0	2	0
All operators to be certified grade 3 or higher.	2	3	3	3
Maintain cost of operation per MG treated	\$1,733	\$1,500	\$1,937	\$2,000

ENSURE THAT DIVISION FACILITIES ARE PROPERLY MAINTAINED AND UPGRADED

<u>Supporting Program Objectives</u>	<u>2014-15 Actual</u>	<u>PERFORMANCE MEASURES:</u>		<u>2016-17 Target</u>
		<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	
Update the maintenance management system	0%	100%	0%	100%
Construct phase 2, biosolids dewatering facility	0%	100%	0%	100%
Secure biosolids transport and disposal options	25%	100%	0%	100%
Install variable speed drives on pumping station	N/A	100%	0%	33%
Install lift station and treatment plant operational components	N/A	100%	75%	100%
Replace lift station radio system	N/A	100%	0%	100%
Treatment Plant SCADA System	N/A	100%	0%	100%

Public Works

DEPARTMENT: Public Works

FUND: Equipment
Operations



PROGRAM: Equipment Operations

ACCOUNT: 44360

PROGRAM DESCRIPTION:

Equipment Operations provides fleet maintenance and repair services for the City of Eureka's fleet of vehicles and equipment ranging; from lawn mowers and heavy construction equipment to emergency response vehicles. The program purchases replacement units, leases them to user departments and develops annual fleet lease rates to cover appropriate funding and equipment replacement reserves.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 561,999	\$ 668,595	\$ 661,445	\$ 666,656	\$ 677,962
Services and Supplies	1,028,025	1,039,257	1,039,257	855,838	855,838
Capital Outlay	36,035	478,000	478,000	478,000	478,000
Total Expenditures	\$ 1,626,059	\$ 2,185,852	\$ 2,178,702	\$ 2,000,494	\$ 2,011,800

EXPENDITURES BY FUND:

Equipment Operations	\$ 1,626,059	\$ 2,185,852	\$ 2,178,702	\$ 2,000,494	\$ 2,011,800
Total	\$ 1,626,059	\$ 2,185,852	\$ 2,178,702	\$ 2,000,494	\$ 2,011,800

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Public Works Director/Chief Building Official	0.10	0.10	0.10	0.10
Deputy PW Director - Field Operations	0.20	0.20	0.20	0.20
Equipment Mechanic	4.00	4.00	4.00	4.00
Equipment Services Technician	1.00	1.00	1.00	1.00
Fleet Services Manager	1.00	1.00	1.00	1.00
Inventory Control Specialist	1.00	1.00	1.00	1.00
Senior Equipment Mechanic	1.00	1.00	1.00	1.00
Total	8.30	8.30	8.30	8.30

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works

FUND: Equipment
Operations



PROGRAM: Equipment Operations

ACCOUNT: 44360

PROGRAM GOALS:

CONTINUED DEVELOPMENT IN REDUCING RESOURCE USAGE OF CITY VEHICLES AND EQUIPMENT
DEVELOP A LONG TERM VEHICLE AND EQUIPMENT REPLACEMENT PROGRAM
DEVELOP CLEAN VEHICLE PLAN
DEVELOP A VEHICLE AND EQUIPMENT STANDARDIZATION PROGRAM

PROGRAM OBJECTIVES:

- 1) Perform continued periodic review of resource utilization of user departments
- 2) Select vehicles for replacement in a systematic and cost effective manner that minimizes fleet operating costs and financial risks associated with owning and operating equipment. Perform Customer Needs Analysis and Usage Assessments to review departmental transportation needs on an annual basis.
- 3) Identify niches in the fleet according to the characteristics of vehicles certified by the State of California Air Resources Board as transition low emission vehicles (TLEV), low emission vehicles (LEV), ultra low emission vehicles (ULEV) and zero emission vehicles (ZEV) and incorporate into Long Term Vehicle and Equipment Replacement Program.
- 4) Standardizing the selections of vehicle equipment acquisitions to the extent feasible, thus reducing maintenance, training and parts inventory carrying costs.

<u>Supporting Program Objectives:</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Quarterly Fuel Reviews Completed	4	4	4	4
Vehicles/Equipment Replaced	8	11	6	11
Clean Air Vehicles Purchased	5	5	3	5
Standardized Purchases	6	11	6	11

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



PROGRAM MISSION:

Provide engineering management and administration, and engineering planning and design services resulting in effective, efficient operation, maintenance and improvement of the City's infrastructure, property and resources. Engineering staff support Public Works and other City Departments in meeting the City's General Plan and City Council goals. Engineering will provide timely, friendly service to the citizens of Eureka who rely on Engineering staff to guide them through the development and property improvement process.

PROGRAM DESCRIPTION:

The Engineering and Administration Division consists of engineers, engineering technicians and administrative personnel under the oversight of the City Engineer. Engineering performs planning, forecasting and technical analyses related to development within the City and to the infrastructure that serves the citizens of Eureka. Engineering staff provides direct assistance and communications to City management and other departments on City infrastructure needs, and works closely with operations staff in the Public Works Dept. A close alliance and clear communication between operations and engineering staff promotes good results and effective collaboration on behalf of the City and Eureka citizens.

Specific functions within the Engineering Division include: oversight and guidance of staff; resolution of technical issues and general strategies and adherence to City code and policies; administrative support for Engineering and Public Works staff over a range of community services vital to the quality of life within the City. These services include: planning, design and construction of Water Transmission, Treatment and Distribution facilities; Wastewater Collection, Treatment and Disposal facility improvements; Streets, Trails and Sidewalk improvements; Traffic Signals operation and upgrades; Traffic Safety and Responses to Public Concerns; Development Review and Permits. Administration/Management staff serve and support several City Commissions and sister agencies such as the Humboldt County Association of Governments, Humboldt County, Humboldt Community Services District, Caltrans and others.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 726,562	\$ 532,412	\$ 630,429	\$ 719,750	\$ 730,940
Services and Supplies	615,138	294,888	294,888	344,475	284,475
Capital Outlay	-	3,000	3,000	3,000	3,000
Total Expenditures	\$ 1,341,700	\$ 830,300	\$ 928,317	\$ 1,067,225	\$ 1,018,415
EXPENDITURES BY FUND:					
General Fund	\$ 305,974	\$ 252,073	\$ 250,169	\$ 230,943	\$ 232,863
Parking	1,294	-	-	60,000	-
Water	512,458	270,756	339,467	389,050	393,685
Wastewater	518,239	307,471	338,681	387,232	391,867
Humboldt Bay	3,735	-	-	-	-
Total	\$ 1,341,700	\$ 830,300	\$ 928,317	\$ 1,067,225	\$ 1,018,415

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Deputy PW Director - Engineering	-	1.00	1.00	1.00
Administrative Technician II	1.00	1.00	1.00	1.00
Assistant Engineer I/II	1.00	-	-	-
Associate Civil Engineer	1.00	-	-	-
City Engineer / Deputy Public Works Director	1.00	-	-	-
Deputy City Engineer	1.00	-	-	-
Engineering Technician I/II	2.00	3.00	4.00	4.00
I/I Coordinator	1.00	1.00	1.00	1.00
Project Manager	-	1.00	1.00	1.00
Total	8.00	7.00	8.00	8.00

SERVICE LEVEL CHANGES:

FY15/16: City Engineer / Deputy PW Director position reclassified to a Project Manager (0 FTE)
FY15/16: Deputy City Engineer position reclassified to a Deputy PW Director - Engineering (0 FTE)
Administrative Technician position reclassified to an Engineering Technician (0 FTE)

COUNCIL GOALS SUPPORTED:

INCREASE RESILIENCE IN OUR CITY BUDGET TO FLUCTUATIONS IN REVENUE AND OUTSIDE FUNDING SOURCES

<u>Supporting Department Objectives:</u>	PERFORMANCE MEASURES:			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Actively seek grant and loan funding for needed infrastructure improvements and maintenance	N/A	+25%	+10%	+15%
Recover full cost of reviewing and issuing permits and other engineering department products	N/A	+15%	+15%	+15%
Stricter oversight and management of Outside consultants hired to design/observe City projects	+25%	+25%	+25%	+10%
Seek under-utilized fees and Implement Enterprise-related Revenue Program to Collect as appropriate	N/A	N/A	+20%	+30%

PROMOTE EFFECTIVE AND TIMELY COLLABORATION BETWEEN ENGINEERING STAFF AND OTHER DEPARTMENTS

<u>Supporting Department Objectives:</u>	PERFORMANCE MEASURES:			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Support Public Works staff on infrastructure repair and maintenance projects	90%	100%	95%	100%
Provide timely processing of referrals from Community Development	85%	100%	90%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



PROVIDE FRIENDLY AND TIMELY SERVICE TO THE CITIZENS OF EUREKA

	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Target</u>	<u>2015-16</u> <u>Estimated</u>	<u>2016-17</u> <u>Target</u>
<u>Supporting Department Objectives:</u>				
Provide staffing assistance to the Development Division as needed to match workload	50%	90%	70%	100%
Provide direction on controversial issues seeking to find compromises that support progress while protecting City interests and meeting City constraints	50%	100%	85%	100%

PROMOTE THE EUREKA STREET TREE PLAN AND ENCOURAGE BOTH THE PUBLIC AND PRIVATE PLANTING AND MAINTENANCE OF TREES

	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Target</u>	<u>2015-16</u> <u>Estimated</u>	<u>2016-17</u> <u>Target</u>
<u>Supporting Department Objectives:</u>				
No cost encroachment permits for review and installation of private street trees (number of Assist Keep Eureka Beautiful staff in a timely manner	100%	100%	100%	100%
Coordinate physical work and tree installation schedules with Public Works staff	100%	100%	100%	100%
Incorporate street trees into City-owned sidewalk areas as appropriate	100%	100%	100%	100%

EXPAND AND ENHANCE THE CORE AREA

	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Target</u>	<u>2015-16</u> <u>Estimated</u>	<u>2016-17</u> <u>Target</u>
<u>Supporting Department Objectives:</u>				
Promote and program sidewalk cafes	0%	+20%	+5%	+15%
Enhance streetscape elements	10%	+20%	+10%	+15%
Program modernization changes within the Gazebo area	0%	50%	0%	+5%
Support Art in Public Places	50%	100%	75%	+15%
Partner with Developers in Blight Areas	50%	75%	50%	+15%

MAKE MEASUREABLE PROGRESS ON SEWER SYSTEM REPAIRS THAT REMOVE SOURCES OF INFILTRATION AND INFLOW

	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Target</u>	<u>2015-16</u> <u>Estimated</u>	<u>2016-17</u> <u>Target</u>
<u>Supporting Department Objectives:</u>				
Hire I/I Coordinator	Complete	Complete	Complete	Complete
Initiate work on draft I/I project remediation list	10%	100%	25%	100%
Complete I/I remediation project program and incorporate into CIP	10%	100%	0%	50%

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



SUCCESSFUL COMPLETION OF THE CITY'S NPDES PERMIT RENEWAL FOR ELK RIVER WWTP

	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
<u>Supporting Department Objectives:</u>				
Continue to direct Brown and Caldwell in the Wastewater Facility Planning process and guide them in completing tasks relevant to City's NPDES permit	50%	75%	65%	100%
Develop strategy to address WWTP capacity	100%	100%	75%	90%
Pursue Sewer Lateral Ordinance modifications to address infiltration and inflow issues	0%	25%	10%	100%

SUCCESSFUL COMPLETION OF CITY INFRASTRUCTURE IN SUPPORT OF THE LOST COAST BREWERY PROJECT

	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
<u>Supporting Department Objectives:</u>				
Complete Sunset Reconstruction Project design, bidding and construction	N/A	95%	100%	Complete
Reach agreement on onsite/offsite wastewater treatment strategies	N/A	75%	50%	100%
Timely processing of permit referrals from Community Development	N/A	100%	100%	Complete
Complete Design, Bid and Construction Phases of the Hilfiker Lift Station Upgrades	N/A	100%	75%	100%

MAINTAIN MOMENTUM ON SOUTH ENTRY PROJECT BY PROCEEDING INTO FUNDING AND ARTWORK

	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
<u>Supporting Department Objectives</u>				
Reach agreement on program strategy with stakeholders by October 2013	5%	100%	100%	Complete
Complete Project Study Report (PSR-PDS); Obtain Caltrans Approval by August 2015	0%	100%	95%	100%
Develop program for next steps in project along with schedule for completion	0%	100%	95%	100%
Identify Funding Sources and Develop Funding Strategy (Programming)	0%	25%	25%	100%
Work Closely with Arts Community on Design Ideas and Process thru Arts and Culture	10%	35%	25%	75%
Create Scope of Work for PA&ED Work by June 2016	N/A	N/A	N/A	100%

MAKE PROGRESS ON SOUTH GATEWAY PROJECT BY COMPLETING PROJECT STUDY REPORT

	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
<u>Supporting Department Objectives:</u>				
Reach agreement on program strategy with stakeholders by October, 2013	N/A	N/A	N/A	100%
Complete Project Study Report (PSR) by April, 2013	N/A	N/A	N/A	100%
Develop program for next steps in project along with schedule for completion	N/A	N/A	N/A	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



The following goals and policies are supported by the below-referenced projects:

<u>The following projects support the above-referenced goals and policies:</u>	2014-15 <u>Actual</u>	PERFORMANCE MEASURES:		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
Salt Marsh Mitigation (\$350K)	30%	80%	50%	65%
Construct C Street Development Project (\$6M)				
Fishermen's Terminal Building	100%	–	–	–
C St. Market Square & Parking Lot	100%	–	–	–
Fishermen's Terminal PV System	40%	100%	100%	100%
C Street Water Sculpture	100%	–	–	–
Waterfront Drive Connection Phase 2 – G	10%	20%	10%	25%
Carson Mill Site Cleanup (\$240K)	90%	100%	95%	100%

The following goals and policies are supported by the below-referenced projects:

<u>The following projects support the above-referenced goals and policies:</u>	2014-15 <u>Actual</u>	PERFORMANCE MEASURES:		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
Martin Slough Enhancement Project (\$4.4M)	10%	–	15%	–

The following goals and policies are supported by the below-referenced projects:

<u>The following projects support the above-referenced goals and policies:</u>	2014-15 <u>Actual</u>	PERFORMANCE MEASURES:		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
Ensure Capital Improvement Program includes	Yes	Yes	Yes	Yes
Develop and Revise Engineering Standards and	75%	100%	80%	100%
Paving at Regional Public Safety Training Site	10%	100%	30%	100%
EFD Sprinkler and Alarm Systems (\$200K)	5%	100%	100%	–
Design and Construct Tydd Street Water Loop	25%	100%	100%	–
Design and Construct Sunset Avenue	–	75%	45%	100%
Design Mad River Pipeline Phase IV (\$220K)	100%	–	–	–
Construct Mad River Pipeline Phase IV (\$2M)	–	100%	60%	100%
Construct Reservoir Maintenance and Security	25%	100%	50%	50%
Design Mad River Pipeline Phase V (\$220K)	–	30%	10%	–
Construct Mad River Pipeline Phase V (\$2M)	–	100%	100%	–
Design and Construct Water Improvements	30%	100%	50%	100%
Water SCADA Replacement (\$40K)	15%	100%	90%	100%
SCADA Infrastructure Upgrade (\$250K)	25%	100%	90%	100%
Model Water System Infrastructure (\$50K)	60%	100%	80%	100%
Design High Zone Water Pump Station (City)	–	20%	–	20%

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



The following goals and policies are supported by the below-referenced projects:

<u>The following projects support the above-referenced goals and policies:</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
Ensure Capital Improvement Program includes	Yes	Yes	Yes	Yes
Develop and Revise Engineering Standards and	75%	100%	80%	100%
Construct Martin Slough Interceptor (\$6.7M)	95%	100%	100%	–
Design Martin Slough Pump Station (\$1.2M)	100%	–	–	–
Construct Martin Slough Pump St'n (\$5.2M)	3%	100%	90%	100%
Design Martin Slough Force Main (\$400K)	75%	100%	100%	–
Construct Martin Slough Force Main (\$7.6M)	–	50%	–	100%
Digester Maintenance Project (\$300K)	10%	100%	100%	–
Design Biosolids Dewatering Project Phase 2	30%	100%	30%	30%
Construct Biosolids Dewatering Project Phase 2	–	10%	–	–
Design and Construct Standby Generator for	–	–	20%	100%
Design and Construct Hilfiker Lane Dry Well	–	50%	25%	100%
Cross Town Interceptor Assessment (\$85K)	90%	100%	100%	–
Design and Construct Sunset Avenue	–	75%	45%	100%
Lift Station SCADA Replacement (\$60K)	40%	100%	40%	100%
SCADA Infrastructure Upgrade (\$250K)	25%	100%	90%	100%

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

<u>Supporting Department Objectives</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
Require full public improvements as permitted by	100%	100%	100%	100%
Recover full cost of reviewing and issuing permits	100%	100%	100%	100%

CONTINUE TO ENCOURAGE EUREKA/S HOMEOWNERS TO ENHANCE THEIR PROPERTY.

<u>Supporting Department Objectives</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
No cost Encroachment Permits for sidewalk repairs	48	50	36	50
No cost field surveys for sidewalk repairs by	2	2	2	22
No cost Encroachment Permits for review	20	5	23	50

PROMOTE BICYCLE AND PEDESTRIAN USE OF OUR CITY STREETS

<u>Supporting Department Objectives</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
Require ADA accessible driveways during building	205	200	200	200

PROMOTE THE EUREKA STREET TREE PLAN AND ENCOURAGE BOTH THE PUBLIC AND PRIVATE

<u>Supporting Department Objectives</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
No cost encroachment permits for review and	13	50	20	50

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



TO EXPAND AND ENHANCE THE CORE AREA AS A TOURIST DESTINATION.

<u>Supporting Department Objectives</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
Sidewalk Cafes	ongoing	ongoing	ongoing	ongoing

PROMOTE CULTURAL ARTS WITHIN THE CORE AREA.

<u>Supporting Department Objectives</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
Art in Public Places	ongoing	ongoing	ongoing	ongoing

TO MAINTAIN THE DISTINCTIVE ARCHITECTURE, HISTORIC CHARACTER, AND LANDSCAPE QUALITY

<u>Supporting Department Objectives</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
Maintain the basic scale and character of the	ongoing	ongoing	ongoing	ongoing
Enhance streetscape elements	ongoing	ongoing	ongoing	ongoing
Street lighting for pedestrian environment	ongoing	ongoing	ongoing	ongoing
Adequate and attractive trash receptacles	ongoing	ongoing	ongoing	ongoing

TO ENSURE AN ADEQUATE SUPPLY OF COMMERCIAL, INDUSTRIAL, COMMUNITY AND MEDICAL

<u>Supporting Department Objectives</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
Consolidate access to avoid congestion	ongoing	ongoing	ongoing	ongoing
Provide streets and corners in industrial areas sufficiently wide	ongoing	ongoing	ongoing	ongoing
Hospitals and other acute care facilities shall provide adequate space for parking and future expansion	ongoing	ongoing	ongoing	ongoing

TO PROVIDE PLANNING AND DEVELOPMENT OF CITY'S STREET SYSTEM FOR PEDESTRIANS, BICYCLES

<u>Supporting Department Objectives</u>	2014-15 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2016-17 <u>Target</u>
		2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	
1. Streets shall be in accordance with	ongoing	ongoing	ongoing	ongoing
2. Maintain Level of Service "C"	ongoing	ongoing	ongoing	ongoing
3. Street cross sections in accordance with	ongoing	ongoing	ongoing	ongoing
4. Pursue funding options	ongoing	ongoing	ongoing	ongoing
5. New developments contribute towards	ongoing	ongoing	ongoing	ongoing
6. Implement traffic controls for safety	ongoing	ongoing	ongoing	ongoing
7. Provide for sight distance	ongoing	ongoing	ongoing	ongoing
8. Provide sufficient off-street parking	ongoing	ongoing	ongoing	ongoing
9. Develop Bikeway system	ongoing	ongoing	ongoing	ongoing
10. Promote installation of bicycle racks	ongoing	ongoing	ongoing	ongoing
11. Ensure walkways are protected from	ongoing	ongoing	ongoing	ongoing
12. Promote infill and extension of sidewalks	ongoing	ongoing	ongoing	ongoing

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



TO ENSURE ADEQUATE AND SAFE WATER SUPPLY.

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
1. New development shall connect to public	ongoing	ongoing	ongoing	ongoing
2. New development shall construct upgrades	ongoing	ongoing	ongoing	ongoing

TO ENSURE ADEQUATE WASTEWATER COLLECTION, TREATMENT AND DISPOSAL.

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
1. New development shall connect to public	ongoing	ongoing	ongoing	ongoing
2. New development shall construct upgrades	ongoing	ongoing	ongoing	ongoing
3. Prohibit on-site sewage disposal systems	ongoing	ongoing	ongoing	ongoing
4. Require pretreatment of commercial and	ongoing	ongoing	ongoing	ongoing

TO COLLECT AND CONVEY STORMWATER.

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
Encourage use of natural drainage systems.	ongoing	ongoing	ongoing	ongoing

TO PROTECT RESIDENTS, VISITORS AND PROPERTY FROM INJURY OR LOSS DUE TO FIRES.

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
Through project referral process, ensure water	ongoing	ongoing	ongoing	ongoing

TO PROTECT AND ENHANCE EUREKA'S NATURAL RESOURCES.

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
1. PALCO Marsh Enhancement	ongoing	ongoing	ongoing	ongoing
2. Through project referrals, ensure protection	ongoing	ongoing	ongoing	ongoing
3. Through building permit referrals, ensure	ongoing	ongoing	ongoing	ongoing

Public Works

DEPARTMENT: Public Works

FUND: General Fund

Gas Tax - Federal/HCAOG

PROGRAM: Engineering - Traffic/Signals

ACCOUNT: 44125



COUNCIL GOALS SUPPORTED:

ADOPT AN EFFECTIVE PARKING PLAN THAT SUPPORTS THE NEEDS OF DOWNTOWN RESIDENTS AND RETAIL BUSINESSES

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Coordinate meetings with Parking Place Commission	12	12	12	12
Electronic parking meter installation	50%	70%	50%	100%
Electronic parking meter data analysis	100%	100%	100%	100%
Parking Assessment District program	25%	0%	0%	0%
Meetings with Eureka Main Street	1	4	1	4
Parking (on-street & lot) surveys	3	3	2	4
Support Residential Parking Permit program	100%	100%	100%	100%

ADOPT TRAFFIC CALMING MEASURES THAT ENHANCE OUR NEIGHBORHOODS

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Adopt standards for traffic calming devices and measures through development of the Transportation Safety Action Plan with the Transportation Safety Commission	25%	100%	25%	100%
Develop funding strategies for the implementation, evaluation, and monitoring of traffic calming projects and improvements	25%	50%	25%	100%
Incorporate walkability concepts into all community plans and projects	100%	100%	100%	100%
Train, research and maintain current standards of practice	Yes	Yes	Yes	Yes

Public Works

DEPARTMENT: Public Works

FUND: General Fund
Gas Tax - Federal/HCAOG

ACCOUNT: 44125



PROMOTE BICYCLE AND PEDESTRIAN USE OF OUR CITY STREETS

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Participation and advocacy in Caltrans' Pedestrian and Bicycle Road Safety Audit of Broadway	Yes	Yes	Yes	Yes
Present data to and support Transportation Safety Commission	Yes	Yes	Yes	Yes
Pursue and implement State and Federal funding and grants for bicycle, pedestrian, and transit improvement projects	Yes	Yes	Yes	Yes
Maintain functionality of bicycle & pedestrian activated traffic signals.	Yes	Yes	Yes	Yes
Review development requests with regard to alternate forms of transportation (bike racks, bus stops, etc)	Yes	Yes	Yes	Yes

CONTINUE PROMOTING THE SAFE AND EFFICIENT FLOW OF TRAFFIC IN THE CITY OF EUREKA

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Maintain levels of service for the City's existing arterials and collectors to discourage motorists from taking alternate cut-through routes on residential streets	Yes	Yes	Yes	Yes
Pursue previously identified non-freeway alternatives	20%	20%	20%	20%
Review and implementation of requests for parking zones, traffic control & traffic control plans, street lights.	40	40	40	50
Maintain and optimize traffic signal operations	Yes	Yes	Yes	Yes

Public Works

DEPARTMENT: Public Works

FUND: General Fund

Gas Tax - Federal/HCAOG

PROGRAM: Engineering - Traffic/Signals

ACCOUNT: 44125



ENCOURAGE HUMBOLDT COUNTY OFFICIALS TO PARTNER WITH US TO IMPROVE TRAFFIC FLOW INTO EUREKA FROM RESIDENTIAL AREAS DIRECTLY OUTSIDE OUR CITY LIMITS

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Review and comment on development projects within the County adjacent to the City of Eureka	Yes	Yes	Yes	Yes
Take a compelling stand during the County's update of the Eureka Community Plan	Yes	Yes	Yes	Yes
Insure that there is a program to mitigate the significant traffic impacts associated with current and projected growth in the unincorporated areas adjacent to the City (ie. traffic impact fees)	0%	10%	0%	10%
Participation in the Greater Eureka Area Travel Model (GEATM) program	Yes	Yes	Yes	Yes

SLOW TRAFFIC IN OUR NEIGHBORHOODS AND ON SIDE STREETS

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Reduce cut-through traffic by increasing the capacity and efficiency of arterials and collectors to carry additional vehicles safely and effectively	Yes	Yes	Yes	Yes
Employ traffic calming measures as appropriate to the neighborhood	Yes	Yes	Yes	Yes
Provide support to Transportation Safety Commission	100%	100%	100%	100%
Administer Radar Speed Feedback Sign program	Yes	Yes	Yes	Yes

REDUCE TRAFFIC ACCIDENT RATES IN THE CITY OF EUREKA

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Implement engineering solutions to reduce accidents	Yes	Yes	Yes	Yes
Support additional enhanced community education on traffic safety issues	Yes	Yes	Yes	Yes
Conduct traffic safety meetings with EPD	12	12	12	12
Support additional enhanced community education on traffic safety issues	Yes	Yes	Yes	Yes

Public Works

DEPARTMENT: Building
PROGRAM: Construction Regulation

FUND: Building
ACCOUNT: 46200



PROGRAM DESCRIPTION:

The Building Department administers a program of construction regulation that is mandated by the State of California to provide minimum standards to safeguard life, health, property, and public welfare by regulating the design, construction, quality of materials, use and occupancy, location and maintenance of all structures within the City. The Department ensures public safety by providing thorough, accurate plan reviews and inspection of all structures.

The Department also provides information to the public through interpretations of federal, state, and local regulations; permit activity contained in address files; and interpretations of California Title 24 disabled access regulations.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 472,535	\$ 410,153	\$ 398,586	\$ 381,090	\$ 388,088
Services and Supplies	791,719	224,069	224,069	211,923	211,923
Capital Outlay	490	-	-	-	-
Total Expenditures	\$ 1,264,744	\$ 634,222	\$ 622,655	\$ 593,013	\$ 600,011
EXPENDITURES BY FUND:					
General Fund - Measure O	\$ -	\$ -	\$ -	\$ -	\$ -
Building Fund	1,264,744	634,222	622,655	593,013	600,011
Total	\$ 1,264,744	\$ 634,222	\$ 622,655	\$ 593,013	\$ 600,011

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Public Works Director/Chief Building Official	0.20	0.20	0.20	0.20
Administrative Technician	1.00	1.00	1.00	1.00
Building Inspector II	2.00	2.00	2.00	2.00
Deputy PW Director - Field Operations	0.10	0.10	0.10	0.10
Plans Examiner / Senior Building Inspector	1.00	1.00	1.00	1.00
Total	4.30	4.30	4.30	4.30

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Building
 PROGRAM: Construction Regulation

FUND: Building
 ACCOUNT: 46200



COUNCIL GOALS SUPPORTED:

CREATE A SIMPLE, CUSTOMER-FRIENDLY PERMITTING PROCESS THAT MEETS THE NEEDS OF OUR CUSTOMERS

Program Goals:

To protect the citizens of Eureka by assuring a safe and accessible environment within all buildings, structures, and events, and by the professional implementation and enforcement of state building codes, municipal ordinances, and any other regulations.

PROGRAM OBJECTIVES:

Improve interaction with various City and County departments involved in permitting and enforcement in order to provide a clear process through which permits are obtained and compliance ensured; continue to improve customer service by updating department handouts, policies and reference materials; continue to enhance the department's ability to issue over the counter permits and perform three day plan reviews; develop a program of public outreach/education on the City's permitting process and codes and standards. Budget for and provide staff training opportunities in conformance with SB717 and SB1608.

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
# of Permits Issued	1,015	1,240	1,100	1,200
# of Inspections Performed	2,903	4,500	3,800	4,000
% of Inspections Done within 24 Hours of Request	100%	100%	100%	100%

Public Works

DEPARTMENT: Building
PROGRAM: Construction Regulation

FUND: Building
ACCOUNT: 46200



<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Target</u>	<u>2015-16</u> <u>Estimated</u>	<u>2016-17</u> <u>Target</u>
<i>(continued)</i>				
% of Complaints Investigated within 24 Hours - Notice of Violation Mailed within 48 Hours	100%	100%	100%	100%
Implement Department Website to Provide Limited On-line Permitting and Permit Applications	Yes	Yes	Yes	Yes
Implement Program of Public Outreach/ Education on the City's Permitting Process	Yes	Yes	Yes	Yes
Implement Program of Ongoing Training for All Staff	Yes	Yes	Yes	Yes
Implement Electronic Plan Review			Yes	Yes

GENERAL PLAN GOALS SUPPORTED:

To minimize loss of life, injury and property damage due to seismic hazards with diligent enforcement of the State of California's most current building code seismic regulations.

To encourage the maintenance, improvement and rehabilitation of the City's existing housing stock and residential neighborhoods by interpretation and enforcement of the California Building Code provisions for maintenance, alteration or additions of existing buildings.

To preserve and enhance the historical features of the Eureka area by utilization of the State Historic Building Code when applicable.

To encourage and maintain energy efficiency in new and existing housing by promoting energy conservation with plan review and building inspections to verify conformance with the State of California's Title 24 Energy Regulations.

To protect and improve air quality in the Eureka area, the Building Department supports the North Coast Unified Air Quality Management District in its development of improved ambient air quality monitoring capabilities and the establishment of standards, thresholds and rules to more adequately address the air quality impacts of new developments by enforcement of the NESHAP regulations during the permit process.

Public Works

DEPARTMENT: Building
PROGRAM: Code Enforcement

FUND: Building
ACCOUNT: 46250



PROGRAM DESCRIPTION:

The Building Department administers a program of construction regulation that is mandated by the State of California to provide minimum standards to safeguard life, health, property, and public welfare by regulating the design, construction, quality of materials, use and occupancy, location and maintenance of all structures within the City. The Department ensures public safety by providing thorough, accurate plan reviews and inspection of all structures.

The department provides an integrated approach to code enforcement to promote a clean, safe, and healthy environment for all residents by enforcing the City’s Health and Safety Code and Uniform Housing Code. Staff receives and responds to citizen complaints regarding substandard housing, nuisance abatement, zoning violations, and building use violations.

The Department also provides information to the public through interpretations of federal, state, and local regulations; permit activity contained in address files; and interpretations of California Title 24 disabled access regulations.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 9,106	\$ 92,145	\$ 73,088	\$ 89,695	\$ 91,370
Services and Supplies	1,909	39,368	39,368	41,646	41,646
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 11,015	\$ 131,513	\$ 112,456	\$ 131,341	\$ 133,016

EXPENDITURES BY FUND:					
General Fund - Measure O	\$ -	\$ -	\$ -	\$ -	\$ -
Building Fund	11,015	131,513	112,456	131,341	133,016
Total	\$ 11,015	\$ 131,513	\$ 112,456	\$ 131,341	\$ 133,016

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Code Enforcement Inspector	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Building
PROGRAM: Code Enforcement

FUND: Building
ACCOUNT: 46250



COUNCIL GOALS SUPPORTED:

IMPROVE QUALITY OF LIFE AND ENCOURAGE THE UPGRADE OF EXISTING HOUSING UNITS.

Program Goals:

Promote a clean, safe, and healthy environment and improve the quality of life and property values in neighborhoods through an effective code enforcement program. Work with the Housing Division to facilitate improvements to properties of low and moderate income families.

PROGRAM OBJECTIVES:

Investigate housing complaints within 24 hours to verify compliance with the Eureka Municipal Code. If a violation is confirmed, mail a Notice of Violation within 48 hours of receiving a complaint; diligently follow each complaint to resolution; work with owners and tenants in a respectful and assertive manner leading to voluntary compliance whenever possible. Work with the Housing Division to identify candidates and facilitate inspections pursuant to low and moderate income property improvement loans.

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
% of Inspections Done within 24 Hours of Request	100%	100%	100%	100%

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
% of Complaints Investigated within 24 Hours - Notice of Violation Mailed within 48 Hours	100%	100%	100%	100%

GENERAL PLAN GOALS SUPPORTED:

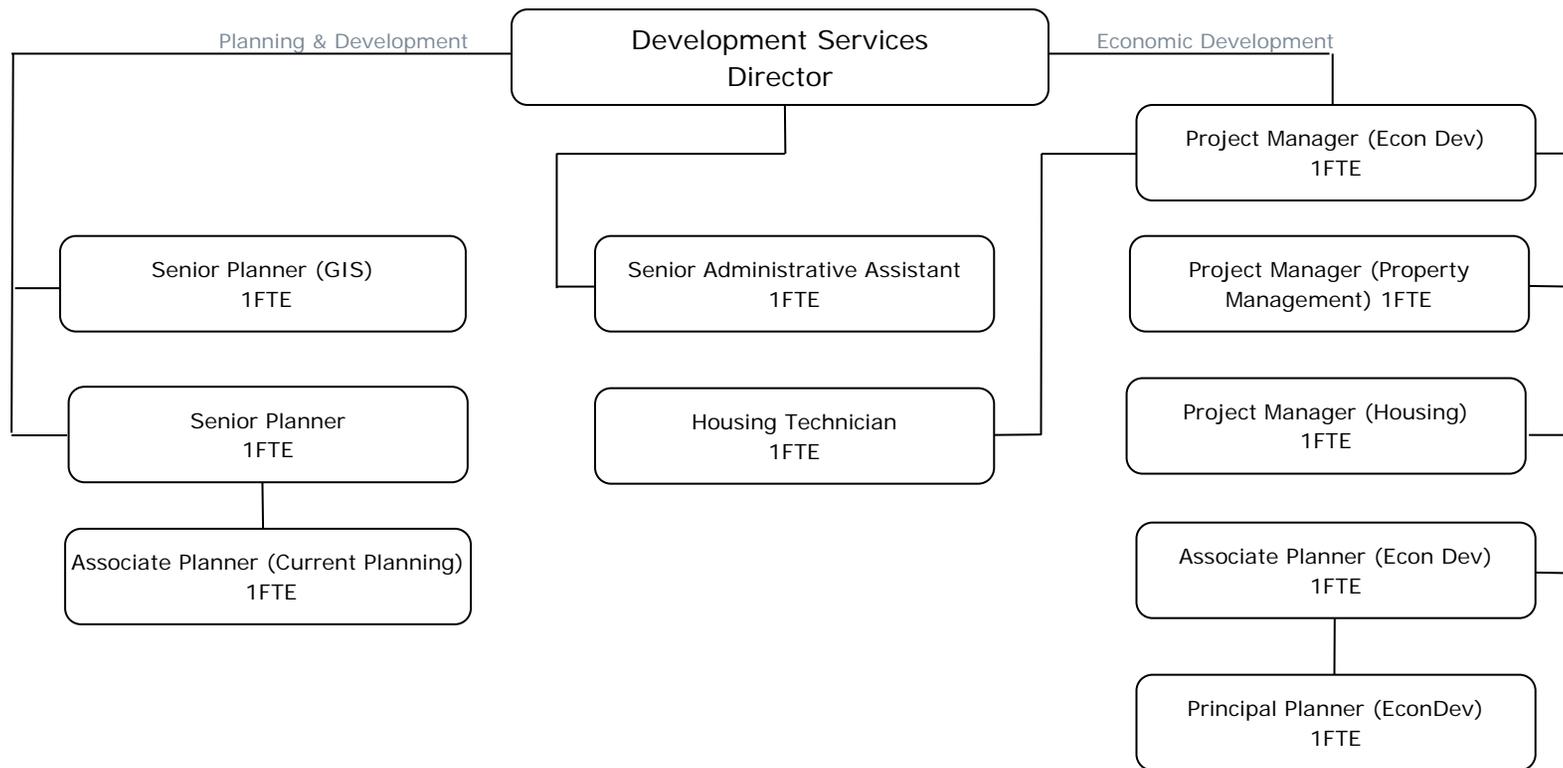
To encourage the maintenance, improvement and rehabilitation of the City's existing housing stock and residential neighborhoods by interpretation and enforcement of the California Building Code provisions for maintenance, alteration or additions of existing buildings.





The City of Eureka Organizational Chart

Development Services





Department Summary Development Services



DEPARTMENT DESCRIPTION:

The Community Development Department is responsible for administering, implementing and enforcing the goals and policies of the City of Eureka's adopted General Plan, its zoning regulations as well as other local, state, and federal land use and environmental regulations; the Building Department and the City's housing program.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
EXPENDITURES BY PROGRAM:					
Development Services	\$ 3,404,762	\$ 6,426,549	\$ 3,916,382	\$ 3,872,944	\$ 1,541,102
Housing	363,736	2,490,065	715,819	1,808,925	273,927
Property Management	132,670	13,465	13,479	3,759	3,759
Municipal Airport	38,247	124,940	75,447	119,412	69,912
Total	\$3,939,415	\$9,055,019	\$4,721,127	\$5,805,040	\$ 1,888,700

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 921,608	\$ 1,094,148	\$ 943,088	\$ 1,219,158	\$ 1,243,094
Services and Supplies	3,016,685	7,960,871	3,778,039	4,585,882	645,606
Capital Outlay	1,122	-	-	-	-
Total	\$ 3,939,415	\$ 9,055,019	\$ 4,721,127	\$ 5,805,040	\$ 1,888,700

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
EXPENDITURES BY FUND:					
City Funds:					
General Fund	\$ 936,902	\$ 1,271,534	\$ 1,118,263	\$ 1,413,220	\$ 1,431,590
HUD/CDBG Prior	30,135	260,000	50,000	205,000	-
Municipal Airport	38,247	124,940	75,447	125,338	75,984
CDBG Other-TPA	210,121	858,189	364,783	-	-
CDBG General Allocation	-	72,000	-	72,000	-
HOME Program	-	1,020,000	-	1,066,000	-
Housing RLF CDBG PI	1,419	50,000	50,000	50,000	50,000
CalHOME OOR Grant	-	30,000	-	99,850	-
Econ Dev Fund-TPA	2,470,109	4,805,455	2,657,529	2,147,926	-
Rental Rehabilitation	-	-	106,000	-	-
Housing	6,274	61,000	5,000	66,000	66,000
City Housing - Low/Mod	145,922	398,876	190,036	455,075	157,927
Water Fund	40,631	44,778	45,293	45,555	46,693
Wastewater Oper Fund	40,630	44,782	45,297	45,555	46,693
Harbor Fund	6,015	6,706	6,713	6,760	6,906
Golf Course	13,010	6,759	6,766	6,761	6,907
Total	\$ 3,939,415	\$ 9,055,019	\$ 4,721,127	\$ 5,805,040	\$ 1,888,700

Department Summary *Development Services*



	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Actual</u>	<u>2016-17</u> <u>Budget</u>	<u>2017-18</u> <u>Budget</u>
PERSONNEL:				
Full-time Positions	12.00	11.00	11.00	11.00
Total	12.00	11.00	11.00	11.00

Development Services



DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101

PROGRAM DESCRIPTION:

The Community Development is responsible for administering, implementing, and enforcing the goals and policies of the City of Eureka's adopted General Plan and zoning regulations, as well as other local, state, and federal land use and environmental regulations and provides management and support of GIS-related activities through the City's different departments.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 690,921	\$ 965,583	\$ 813,342	\$ 1,102,431	\$ 1,123,515
Services and Supplies	2,712,719	5,460,966	3,103,040	2,770,513	417,587
Capital Outlay	1,122	-	-	-	-
Total Expenditures	\$ 3,404,762	\$ 6,426,549	\$ 3,916,382	\$ 3,872,944	\$ 1,541,102

EXPENDITURES BY FUND

General Fund	\$ 823,257	\$ 1,271,534	\$ 1,118,263	\$ 1,413,220	\$ 1,431,590
HUD/CDBG Prior Fund	30,135	260,000	50,000	205,000	-
RLF Economic Development PI	-	-	-	-	-
Airport	-	-	-	5,926	6,072
Economic Development Fund-TPA	2,470,109	4,805,455	2,657,529	2,147,926	-
Water Fund	40,631	44,778	45,293	45,555	46,693
Wastewater Fund	40,630	44,782	45,297	45,555	46,693
Humboldt Bay	-	-	-	6,760	6,906
Golf Course Fund	-	-	-	3,002	3,148
Total Resources	\$ 3,404,762	\$ 6,426,549	\$ 3,916,382	\$ 3,872,944	\$ 1,541,102

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Development Services Director	1.00	1.00	1.00	1.00
Assistant/Associate Planner	3.00	3.00	2.00	2.00
Housing Technician	-	-	1.00	1.00
Principal Planner	-	-	1.00	1.00
Project Manager	2.00	1.00	1.95	1.95
Senior Administrative Assistant	2.00	2.00	1.00	1.00
Senior Planner	2.00	2.00	2.00	2.00
Total	10.00	9.00	9.95	9.95

SERVICE LEVEL CHANGES:

Assistant Planner position reclassified to a Principal Planner (0 FTE)
 Senior Administrative Assistant position reclassified to a Housing Technician (0 FTE)

Development Services



DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101

COUNCIL GOALS SUPPORTED:

PROVIDE STAFF SUPPORT TO CITY COUNCIL, CITY MANAGER, COMMISSIONS AND COMMITTEES.

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Departmental Objectives</u>				
Attend meetings of the City Council, Boards and Commissions	95%	95%	95%	95%
Meet "one-on-one" with the City Manager	95%	95%	95%	95%

MAINTAIN DEPARTMENT FINANCIAL RECORDS

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
Prepare Annual budget	100%	100%	100%	100%
Review and approve Department expenditures	100%	100%	100%	100%

INVENTORY AND MAINTAIN DEPARTMENT SUPPLIES AND EQUIPMENT

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
Track use of supplies and equipment	100%	100%	100%	100%
Order department supplies	100%	100%	100%	100%
Call for service on department equipment when needed	100%	100%	100%	100%

SUPERVISE PROGRAMS THAT IMPLEMENT THE GENERAL PLAN

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
Provide direction to program coordinators	100%	100%	100%	100%

COUNCIL GOALS SUPPORTED (Continued):

SUPPORT THE CONTINUED PROFESSIONAL EDUCATION OF ALL COMMUNITY DEVELOPMENT DEPARTMENT PERSONNEL

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
Include training in Department budget	100%	100%	100%	100%

PROMOTE PUBLIC INTEREST IN, COMMENT ON, AND UNDERSTANDING OF THE PLANNING PROCESS AND THE NUMEROUS REGULATIONS RELATING TO IT BY PROVIDING PUBLIC INFORMATION SERVICES TO A BROAD RANGE OF CITIZENS AND CITIZEN GROUPS

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
Prepare Department handouts	90%	100%	100%	100%
Maintain Department web page	90%	100%	100%	100%
Respond in timely manner to public inquiries	90%	100%	90%	100%

Development Services

DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101



GREET AND ASSIST VISITORS TO THE DEPARTMENT AND ANSWER PHONE CALLS RECEIVED BY THE DEPARTMENT

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
Answer phone calls in less than 3 rings	80%	100%	90%	100%
Greet visitors	90%	100%	95%	100%

Current Planning: PROCESS APPLICATIONS FOR PRIVATE DEVELOPMENT

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
Comply with Permit Streamlining Act timelines	90%	100%	90%	100%
Conduct pre-application meetings with applicants prior to application submittal	50%	75%	75%	75%
Keep applicants informed of application	80%	100%	90%	100%
Process applications in timely manner	95%	100%	80%	100%

Current Planning: ADMINISTER AND PROVIDE STAFF SUPPORT FOR THE PROGRAMS WITHIN THE

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
Maintain professional knowledge and education through training	100%	100%	50%	100%

Current Planning: IMPLEMENT THE GOALS AND POLICIES OF THE GENERAL PLAN THROUGH THE

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
Prepare staff report findings and recommendations based on sound planning	100%	100%	100%	100%

Current Planning: PROMOTE PUBLIC INTEREST IN, COMMENT ON, AND UNDERSTANDING OF THE

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
Respond timely to public inquiries	90%	100%	80%	100%
Attend community meetings	80%	100%	95%	100%

Current Planning: PROVIDE DIRECT STAFF SUPPORT TO NUMEROUS BOARDS AND COMMISSIONS,

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
Attend meetings	100%	100%	100%	100%

Long Range: PREPARE ANNUAL REPORT ON THE CAPITAL IMPROVEMENT PROGRAM'S CONSISTENCY

	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
<u>Supporting Department Objectives</u>				
Update annual General Plan conformance report on the Capital Improvement Program	100%	100%	100%	100%

Development Services

DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101



Long Range: PROVIDE INFORMATION TO THE PUBLIC REGARDING THE GENERAL PLAN, CEQA,

	PERFORMANCE MEASURES:			
	2014-15	2015-16	2015-16	2016-17
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Respond timely to public inquiries	95%	100%	80%	100%
Provide interagency coordination	95%	100%	95%	100%

Long Range: FACILITATE THE EFFECTIVE AND EFFICIENT PLANNING OF DEVELOPMENT WITHIN THE

	PERFORMANCE MEASURES:			
	2014-15	2015-16	2015-16	2016-17
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Update General and Zoning Ordinances as	85%	100%	90%	100%
Update the Housing Element			100%	100%
Implement the Housing Element	95%	100%	95%	100%

Long Range: PROCESS APPLICATIONS PERTAINING TO LONG RANGE PLANNING ON PUBLIC AND

	PERFORMANCE MEASURES:			
	2014-15	2015-16	2015-16	2016-17
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Process applications for long range planning projects	100%	100%	100%	100%

Enforcement: ENDEAVOR TO OBTAIN VOLUNTARY COMPLIANCE FOR VIOLATIONS OF CITY

	PERFORMANCE MEASURES:			
	2014-15	2015-16	2015-16	2016-17
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Notify property owners of alleged violations	100%	100%	100%	100%
Explain Codes and Regulations to foster cooperation and compliance	100%	100%	100%	100%

Enforcement: PROVIDE INTER-AGENCY ASSISTANCE AND STAFF SUPPORT TO THE CITY'S COMMUNITY

	PERFORMANCE MEASURES:			
	2014-15	2015-16	2015-16	2016-17
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Attend CIT meetings	95%	100%	95%	100%
Communicate regularly with team members	95%	100%	95%	100%

Enforcement: COORDINATE WITH OTHER CITY, LOCAL, STATE AND FEDERAL AGENCIES FOR

	PERFORMANCE MEASURES:			
	2014-15	2015-16	2015-16	2016-17
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Communicate and cooperate with outside agencies	100%	100%	100%	100%

Environmental: PROVIDE SUPPORT TO THE COMMUNITY DEVELOPMENT DEPARTMENT AND OTHER

	PERFORMANCE MEASURES:			
	2014-15	2015-16	2015-16	2016-17
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Assist in preparation of environmental documents and studies	100%	100%	50%	100%
Process environmental clearance for projects	100%	100%	50%	100%

Development Services

DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101



Environmental: IMPLEMENT THE GOALS AND POLICIES OF THE GENERAL PLAN. PROMOTE PUBLIC

<u>Supporting Department Objectives</u>	2014-15	<u>PERFORMANCE MEASURES:</u>		2016-17
	<u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Respond timely to public inquiries	90%	100%	50%	100%
Attend community meetings	90%	100%	50%	100%

Environmental: PROVIDE INFORMATION PERTAINING TO, AND EDUCATION OF THE ENVIRONMENTAL

<u>Supporting Department Objectives</u>	2014-15	<u>PERFORMANCE MEASURES:</u>		2016-17
	<u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Continue professional development through training	80%	100%	25%	100%

GIS: FOCUS ON ECONOMIC DEVELOPMENT THAT ATTRACTS, EXPANDS, AND RETAINS BUSINESSES

<u>Supporting Department Objectives</u>	2014-15	<u>PERFORMANCE MEASURES:</u>		2016-17
	<u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Create Economic Development Web Portal with County of Humboldt	NO	YES	YES	YES
Create, and manage, City of Eureka Economic Development Web Portal	NO	NO	NO	YES
Accurately and timely mapping of Business-related data for City of Eureka	NO	YES	NO	YES

GIS: LEAD OUR REGION BY SUPPORTING ECONOMIC DEVELOPMENT SOLUTIONS

<u>Supporting Department Objectives</u>	2014-15	<u>PERFORMANCE MEASURES:</u>		2016-17
	<u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Create Economic Development Web Portal with County of Humboldt	NO	YES	YES	YES
Create, and manage, City of Eureka Economic Development Web Portal	NO	NO	NO	YES
Accurately and timely mapping of Business-related data for City of Eureka	NO	YES	NO	YES

GIS: BECOME THE VISITOR-SERVING HUB OF THE REGION

<u>Supporting Department Objectives</u>	2014-15	<u>PERFORMANCE MEASURES:</u>		2016-17
	<u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Provide regional mapping agencies with timely and accurate data	YES	YES	YES	YES
Create, and manage, City of Eureka Visitor-Serving web-gis application	NO	NO	NO	YES

Development Services

DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101



GIS: BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Department Objectives</u>	<u>2014-15 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Primary steward of geospatial data for the greater Eureka area	YES	YES	YES	YES
Maintain effective working relationships with instrumental agencies such as HSU,	YES	YES	YES	YES
Create and host a timely and accurate web-GIS application to support all facets of City	NO	YES	NO	YES

GIS: MAKE EVERY EFFORT TO IMPROVE TRANSPORTATION ACCESS TO AND FROM OUR REGION

<u>Supporting Department Objectives</u>	<u>2014-15 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Participate in the creation of a greater Eureka area regional transportation model	YES	YES	YES	YES
Create and steward timely and accurate datasets regarding transportation	YES	YES	NO	YES

GIS: ATTRACT VIBRANT COMMERCIAL BUSINESS TO OUR DOWNTOWN CORRIDOR THAT CAN PLAY A

<u>Supporting Department Objectives</u>	<u>2014-15 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Create Economic Development Web Portal with County of Humboldt	NO	YES	YES	YES
Create, and manage, City of Eureka Economic Development Web Portal	NO	NO	NO	YES
Accurately and timely mapping of Business-related data for City of Eureka	NO	YES	NO	YES

GIS: ESTABLISH A COMPREHENSIVE HISTORICAL PRESERVATION PLAN

<u>Supporting Department Objectives</u>	<u>2014-15 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Create and steward historical property datasets	NO	YES	YES	YES
Create and manage historical properties web-GIS application	NO	NO	YES	YES

GIS: ADOPT AN EFFECTIVE PARKING PLAN THAT SUPPORTS THE NEEDS OF DOWNTOWN RESIDENTS

<u>Supporting Department Objectives</u>	<u>2014-15 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Create and steward parking, business and infrastructure datasets	YES	YES	YES	YES
Provide mapping and analysis of downtown parking data	NO	YES	NO	YES
Utilize data from the greater Eureka area regional transportation model	NO	YES	NO	YES

Development Services

DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101



GIS: CREATE A SIMPLE, CUSTOMER-FRIENDLY PERMITTING PROCESS THAT MEETS THE NEEDS OF

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Provide geospatial framework for Trak-it	YES	YES	YES	YES
Create and manage browser-based, customer-friendly web-GIS portal for all	NO	NO	NO	YES
Accurately and timely mapping of all City of Eureka Infrastructure data	NO	YES	NO	YES
Create and manage web-version of Engineering Department Utility data	NO	YES	YES	YES

GIS: SUPPORT PUBLIC AND PRIVATE EFFORTS TO IMPROVE STREET LIGHTING IN EUREKA

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Create timely and accurate street light dataset for City of Eureka	YES	YES	YES	YES
Work with public and private entities to analyze and design street lighting	NO	NO	NO	YES

GIS: MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Create and steward fire and emergency response geospatial datasets	YES	YES	YES	YES
Work with potential contractors to provide the latest technology for fire and emergency	YES	YES	YES	YES
Provide timely support of fire and emergency response GIS applications	NO	YES	NO	YES

GIS: DEVELOP A LONG-TERM PLAN FOR PUBLIC SAFETY FACILITIES, EQUIPMENT, AND

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2014-15 Actual</u>	<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	<u>2016-17 Target</u>
Create and steward comprehensive infrastructure datasets	YES	YES	YES	YES
Conduct public safety facilities analysis	NO	NO	NO	YES
Create and steward un-reinforced masonry dataset	YES	YES	YES	YES
Conduct URM and hazard analysis	NO	NO	NO	YES

THE FOLLOWING COUNCIL GOALS FOR SECTION E, TRANSPORTATION MANAGEMENT, CAN ALL BE

ADOPT TRAFFIC CALMING MEASURES THAT ENHANCE OUR NEIGHBORHOODS
PROMOTE BICYCLE AND PEDESTRIAN USE OF OUR CITIES
CONTINUE PROMOTING THE SAFE AND EFFICIENT FLOW OF TRAFFIC IN THE CITY OF EUREKA
ENCOURAGE HUMBOLDT COUNTY OFFICIALS TO PARTNER WITH US TO IMPROVE TRAFFIC FLOW
SLOW TRAFFIC IN OUR NEIGHBORHOODS AND ON SIDE STREETS
REDUCE TRAFFIC ACCIDENT RATES IN THE CITY OF EUREKA

Development Services



DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101

GIS: PROMOTE THE EUREKA STREET TREE PLAN, AND ENCOURAGE BOTH THE PUBLIC AND PRIVATE

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Create Eureka street tree dataset	YES	YES	YES	YES
Maintain timely and accurate Eureka street tree dataset	NO	YES	NO	YES
Work with local contractors to develop experimental street tree interactive website	YES	NO	NO	YES

GIS: Assistance to Police Department

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Provide EPD with GIS Administration for GIS-Based CAD System Migration	NO	NO	YES	YES
Assist EPD Staff with Mapping and Geospatial Expertise	NO	NO	YES	YES
Provide EPD with GIS Analyst for Cummalative Mapping Needs	NO	NO	YES	YES

GIS: Assistance to Fire Department

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Provide Humboldt Bay Fire with GIS Administration for GIS-Based CAD System	NO	NO	YES	YES
Assist HBF Staff with Mapping and Geospatial Expertise	NO	NO	YES	YES
Provide HBF with GIS Analyst for Cummalative Mapping Needs	NO	NO	YES	YES

GIS: Asset Management Preparation

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Compile Infrastructure Datasets to be Used for an Asset Management Registry	YES	YES	YES	YES
Research and Compile Standard Attributes for Incorporation Into Asset Management	YES	YES	YES	YES
Begin research into GIS-based and CMMMS software systems for long-term	NO	NO	NO	YES
Audit Existing GIS Files to Ensure Temporal and Accuracy Completeness	NO	NO	NO	YES

WORK UNDER THE PRINCIPLES OF PROSPERITY! AND SUPPORT HUMBOLDT COUNTY'S IDENTIFIED INDUSTRY CLUSTERS

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Attend and participate in planning meetings	15	17	15	15
Market to companies in the industry clusters	75%	80%	80%	80%

Development Services

DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101



FOCUS ON ECONOMIC DEVELOPMENT THAT ATTRACTS, EXPANDS, AND RETAINS BUSINESSES AND SERVICES THAT MAINTAIN OUR QUALITY OF LIFE IN HUMBOLDT COUNTY

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Business Loans Processed	0	1	1	1
Business Meetings	25	25	25	25
Attend CAEZ Quarterly Board Meetings	5	5	5	5
Enterprise Zone Expansion	N/A	100%	30%	100%
Business Licenses waived	110	125	125	125
Hiring Tax Credit Vouchers Issued	1052	1000	1000	1000
Marketing Ads Placed	5	3	3	3
Presentations to Local Business Groups	4	5	5	5
Market/administer State & Federal Programs	100%	100%	100%	100%
Enterprise Zone				
CDBG				
EDA				
Industrial Development Bonds				
Employment Training Programs				
Foreign Trade Zone				
Attend CALED Quarterly Board Meetings	5	5	5	5
Attend Upstate Board Meetings	4	4	3	4
Attend Eureka Main Street Board Meetings	9	10	8	10
Attend North Coast SBDC Board Meetings	6	6	5	6
CALBIS/UPSTATE RFP Responses	1	1	1	1
Businesses assisted by Ombudsman	5	5	5	5
California Enterprise Development Authority				
Membership/Board Meetings	11	12	11	12
Business Site Visit	10	12	10	12

LEAD OUR REGION BY SUPPORTING ECONOMIC DEVELOPMENT SOLUTIONS

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Attend Upstate Board Meetings	4	4	3	4
Marketing Ads Placed	5	3	3	3
Attend CALED Quarterly Board Meetings	5	5	5	5
Attend CAEZ Quarterly Board Meetings	5	5	5	5
Business Development Workshops Sponsored	4	4	4	4
Obtain Enterprise Zone Expansion		100%	30%	100%

ACHIEVE CONSISTENT INCREASES IN THE NUMBER OF LIVING-WAGE EMPLOYERS

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Attend Upstate Board Meetings	80%	100%	80%	100%
Marketing Ads Placed	5	3	3	3
Business Packets Distributed	51	60	75	60
Coastal Dependent Industrial ERTN	1	1	1	1
RFP's Issued	2	2	2	2
Proposals Evaluated with RAB Criteria	1	1	1	1
California Enterprise Development Authority				
Membership/Board Meetings	11	12	11	12

Development Services

DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101



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

<u>Supporting Departmental Objectives</u>	2014-15	<u>PERFORMANCE MEASURES:</u>		2016-17
	<u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Meetings with State/Federal Legislators/Staff	5	10	8	10
Letters to Support/Oppose Legislation	10	50	50	50

BECOME THE VISITOR-SERVING HUB OF THE REGION

<u>Supporting Departmental Objectives</u>	2014-15	<u>PERFORMANCE MEASURES:</u>		2016-17
	<u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Marketing Ads Placed	5	3	3	3
Support the Mural Program	100%	100%	100%	100%
Provide Funding to Eureka Main Street	100%	100%	100%	100%

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Departmental Objectives</u>	2014-15	<u>PERFORMANCE MEASURES:</u>		2016-17
	<u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Attend Broadband Workshops	1	1	1	1
Meetings with State/Federal Legislators/Staff	5	10	8	10
Meetings With CALTRANS to improve Regional Transportation	Yes	Yes	Yes	Yes
Coordinate Regional Broadband Grant	N/A	1	1	1

KEEP SUFFICIENT LAND AND INFRASTRUCTURE DEDICATED FOR HIGH WAGE EMPLOYERS, INCLUDING LIGHT INDUSTRY AND MANUFACTURING

<u>Supporting Department Objectives</u>	2014-15	<u>PERFORMANCE MEASURES:</u>		2016-17
	<u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Providing Access to the Following Programs	100%	100%	100%	100%
Enterprise Zone				
Business Loan				
State/Federal Loans/Grant programs				
Development Assistance Programs				

Development Services

DEPARTMENT: Development Services

FUND: 273, 276, 277, 278, 285, 291 & 296



PROGRAM: Housing Programs

ACCOUNT: 46310 & 46320

PROGRAM MISSION:

Provide adequate sites and promote the development of new housing to accommodate Eureka's fair share housing allocation. Provide adequate facilities and services for senior citizens, the homeless, and those in need of transitional housing, and others with special needs. Provide rehabilitation and acquisition loans and grants to eliminate health and safety hazards, increase affordable homeownership, and upgrade substandard housing stock. Providing emergency relocation and lead based paint grants to mitigate lead based paint hazards during rehabilitation projects, when necessary. Provide assistance and documentation for the update of the City's Housing Element and housing program guidelines current. Maintain current loan portfolio (annual declarations, property inspections, monitoring, loan modifications, and maturities) as well as maintain City Housing Program assets and marketing of housing programs.

PROGRAM DESCRIPTION:

The seven Housing Program Funds above are identified as the 2012 SuperNofa Grant #12-CDBG-8385 (273), HOME Program Income (276), CDBG Program Income (277), CAL-HOME (278), Rental Rehabilitation (285), and Housing Successor Program Income (296). Properties assisted must be located within the City limits and Borrower's must be income eligible and qualified as determined by the specific program's guidelines. Due to the elimination of Redevelopment Agencies by the State in 2012, there is no longer a reliable source of funding for housing activities. Therefore, repaid loan funds or awarded State and Federal grant funds are used for housing activities and to meet required cash match requirements. The City must rely heavily on funding from State and Federal grant awards for housing programs and special projects.

LOAN PROGRAMS

Homebuyer Programs: Provides up to \$100,000 in second mortgage financing to supplement an eligible Borrower's first mortgage loan.

Housing Rehabilitation Programs: These programs target low income homeowners and provide deferred or amortized low interest loans for health and safety repairs

Rental Rehabilitation Program: As funds allow, provide health and safety repairs to multi-family structures requiring a recorded covenant to restrict to low income and affordable rents.

GRANT PROGRAMS:

Lead Based Paint Grants: This program provides funds for the evaluation, inspection, mitigation, and clearance of lead based paint hazards found in residential rehabilitation housing projects.

Senior Small Home Repair Grants: To assist low to moderate income eligible seniors in their homes, with small repairs to accommodate special needs or make their homes safer for maintaining occupancy.

Relocation Grants: Funding for emergency temporary relocation during Housing rehabilitation activities as per the Housing Rehabilitation Residential Anti-Displacement & Temporary Relocation Plan.

Graffiti Removal Grant Program: Shafer's Ace Hardware has partnered with the City of Eureka to provide clean up kits to low income residents for the City to remediate Graffiti on residential properties.

Dumpster Program: Provided to eligible low income homeowners for the clean up of unsafe and unhealthy residential properties. Rental properties are not eligible. 20 dumpsters provided by Recology annually.

STATE GRANTS AWARDED

12-CDBG-8385 Homebuyer and Rehabilitation Grant: The City received a grant award of \$1M for housing rehabilitation and homebuyer acquisition. These funds are to be expended by 9-15-15 and will provide up to 9 homebuyer loans, or a combination of up to 6 homebuyer loans and 8 rehabilitation loans.

2014 HOME Rental Rehabilitation Grant Award, combined with HOME Program Income Allocation

Combined \$4.5M for the development of a 50 unit senior affordable housing rental facility by Danco at 424 8th Street in Eureka (former Downtowner Hotel site). Funds have been awarded and the Standard Agreement is to be executed with the State in September 2015. Environmental & historical documentation is in progress.

Development Services

DEPARTMENT: Development Services

FUND: 273, 276, 277, 278, 285, 291 & 296



PROGRAM: Housing Programs

ACCOUNT: 46310 & 46320

PROGRAM EXPENDITURES:	2014-15	2015-16	2015-16	2016-17	2017-18
	Actual	Amended Budget	Estimated	Budget	Budget
Salaries and Benefits	\$ 117,130	\$ 110,976	\$ 112,136	\$ 112,968	\$ 115,820
Materials and Services	246,606	2,379,089	603,683	1,695,957	158,107
Total Expenditures	\$ 363,736	\$ 2,490,065	\$ 715,819	\$ 1,808,925	\$ 273,927

FULL TIME AND REGULAR PART-TIME POSITIONS:	2013-14	2014-15	2015-16	2015-16
	Actual	Actual	Budget	Budget
Project Manager	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

SERVICE LEVEL CHANGES:

Housing Division was transferred from the Building & Housing Department

COUNCIL GOALS SUPPORTED:

CONTINUE HOUSING 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 OPTIONS FOR HOMEBUYERS

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2014-15 Actual	2015-16 Target	2015-16 Estimated	2016-17 Target
2016 State CDBG Homebuyer & Paint Up-Fix Up Program Grant Application	N/A	N/A	N/A	N/A
State HOME Grant Award for Danco 50 Units of Senior Affordable Housing	None	Awarded	Awarded	Awarded
Update Policies & Procedures of the City's Rehabilitation Program	No	No	No	No
Humboldt Housing & Homeless Coalition Grant Writing Consultant Fees	Yes	Yes	Yes	Yes
CDBG Homebuyer Program Amendments & New Lender Selection	Yes	Yes	Yes	Yes
Homebuyer Loans (9-12 Loans)	None	9	4	4
Housing Rehabilitation Loans	1	1	1	1
Rental Rehabilitation Loan (Fund 285)	None	1	1	1
Loan Modifications (Deferred, Amortized)	None	4	4	4
Loan Subordination	4	2	2	2
Loans Paid In Full (2 Short Sales)	7	3	3	3
Loan Maturities	1	3	3	3
Lead Based Paint Grants (w/Rehab. Loan)	None	None	None	None
Small Senior Home Repair Grants	50	30	30	30
Relocation Grants (w/Rehab. Loan)	None	None	None	None
Graffiti Removal Grants	None	2	2	2

Development Services

DEPARTMENT: Development Services

FUND: General Fund
Harbor Fund
Golf Course Fund
Redevelopment Admin Fund



PROGRAM: Property Management

ACCOUNT: 44510

PROGRAM MISSION:

The Property Management Program mission is to manage, maintain and enhance all City owned property while ensuring all properties are being utilized to achieve the highest possible benefit to the City.

PROGRAM DESCRIPTION:

The Property Management Program provides for the operational activities of City owned real property in accordance with established real property procedures and policies. Property Management includes negotiating and managing real property leases, sales and acquisition, determining and adjusting base rents, coordinating inspections and providing responsible and complex staff assistance to various City departments.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 107,874	\$ 11,726	\$ 11,740	\$ 3,759	\$ 3,759
Services and Supplies	24,796	1,739	1,739	-	-
Total Expenditures	\$ 132,670	\$ 13,465	\$ 13,479	\$ 3,759	\$ 3,759

EXPENDITURES BY FUND:

General Fund	\$ 113,645	\$ -	\$ -	\$ -	\$ -
Harbor Fund	6,015	6,706	6,713	-	-
Golf Course Fund	13,010	6,759	6,766	3,759	3,759
Total	\$ 132,670	\$ 13,465	\$ 13,479	\$ 3,759	\$ 3,759

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Project Manager	0.95	0.95	-	-
Total	0.95	0.95	-	-

SERVICE LEVEL CHANGES:

None.

Development Services

DEPARTMENT: Development Services

FUND: General Fund
Harbor Fund
Golf Course Fund
Redevelopment Admin Fund



PROGRAM: Property Management

ACCOUNT: 44510

COUNCIL GOALS SUPPORTED:

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Consumer Price Index Adjustments	58%	70%	71%	71%

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Respond in timely manner to requests for information	90%	95%	95%	95%
Respond in timely manner to work requests	95%	83%	95%	95%
Update website with applicable information	1	5	5	5

Development Services

DEPARTMENT: Development Services
PROGRAM: Municipal Airport

FUND: Airport
ACCOUNT: 44520



PROGRAM MISSION:

The Airport Program mission is to manage, maintain, and enhance the Eureka Municipal Airport while ensuring that it is being utilized to the highest possible benefit to the City.

PROGRAM DESCRIPTION:

The Airport Program plans, coordinates and oversees the operation of the Eureka Municipal Airport. Oversight of the Airport includes preparing and submitting a ten year Capital Improvement Plan to the Division of Aeronautics, applying for grants and loans to implement the Plan, and coordinating and responding to inspections of the Airport with the Division of Aeronautics.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 5,683	\$ 5,863	\$ 5,870	\$ -	\$ -
Services and Supplies	32,564	119,077	69,577	119,412	69,912
Total Expenditures	\$ 38,247	\$ 124,940	\$ 75,447	\$ 119,412	\$ 69,912

	<u>2014-15 Actual</u>	<u>2015-16 Actual</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Project Manager	0.05	0.05	0.05	0.05
Total	0.05	0.05	0.05	0.05

Service Level Changes:

None.

Development Services

DEPARTMENT: Development Services
 PROGRAM: Municipal Airport

FUND: Airport
 ACCOUNT: 44520



COUNCIL GOALS SUPPORTED:

INCREASE THE RESILIENCE OF OUR CITY BUDGET TO STATE TAKEAWAYS AND OTHER FLUCTUATIONS N OUTSIDE FUNDING SOURCES

<u>Supporting Department Objectives</u>	<u>2014-15 Actual</u>	<u>PERFORMANCE MEASURES:</u>		<u>2016-17 Target</u>
		<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	
Consumer Price Index Adjustments	0%	80%	0%	90%
Apply for funding for Capital Improvement Projects	0	1	0	1

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Department Objectives</u>	<u>2014-15 Actual</u>	<u>PERFORMANCE MEASURES:</u>		<u>2016-17 Target</u>
		<u>2015-16 Target</u>	<u>2015-16 Estimated</u>	
Respond in timely manner to phone messages	100%	100%	95%	100%
Respond to work request in a timely manner	100%	100%	100%	100%
Update website with applicable information	1	3	2	5

Development Services

DEPARTMENT: Development Services
PROGRAM: Golf Course

FUND: Golf Course
ACCOUNT: 44510



PROGRAM MISSION:

The Golf Course Management Program mission is to provide support to the private golf course management team.

PROGRAM DESCRIPTION:

The Golf Course program provides oversight and administration of the lease for private management, operation and improvement of the Eureka Municipal Golf Course.

COUNCIL GOALS SUPPORTED:

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Consumer Price Index Adjustments	Yes	Yes	Yes	Yes

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2014-15 <u>Actual</u>	2015-16 <u>Target</u>	2015-16 <u>Estimated</u>	2016-17 <u>Target</u>
Respond in timely manner to phone messages	100%	100%	95%	100%
Update website with applicable information	5	12	5	12



Non-Operating



Debt Service

Interfund Transfers



Department Summary *Non-Operating*



DEPARTMENT DESCRIPTION:

The non-operating section includes debt service, interfund transfers and reserve contributions.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
EXPENDITURES BY PROGRAM:					
Debt Service	\$ 3,684,021	\$ 6,542,012	\$ 6,542,012	\$ 6,441,510	\$ 6,079,488
Interfund transfers	28,662,217	5,121,527	6,821,337	774,283	774,283
	<u>\$32,346,238</u>	<u>\$ 11,663,539</u>	<u>\$ 13,363,349</u>	<u>\$ 7,215,793</u>	<u>\$ 6,853,771</u>

EXPENDITURES BY FUND

General Fund	151,565	281,107	1,416,107	629,542	629,542
Measure O	3,657,241	4,241,142	4,241,142	-	-
HUD/CDBG Prior	35,878	-	-	-	-
Gas Tax	-	-	32,020	-	-
Parking	-	-	7,350	-	-
Housing RLF CDBG PI	426,103	-	-	-	-
SA - Housing	-	-	600	-	-
SA - Debt Svc	1,534,016	3,903,116	3,903,116	3,288,022	3,289,582
SA - Capital	67,126	-	-	-	-
Water Fund	6,164,252	1,765,015	1,909,245	1,766,548	1,406,382
Wastewater Operations Fund	974,366	1,298,876	1,537,976	1,296,997	1,293,581
Wastewater Capital	19,250,344	-	-	-	-
Humboldt Bay	80,512	174,283	201,583	174,282	174,282
Building	-	-	34,930	-	-
Equipment Operations	-	-	62,690	-	-
Information Technology	4,835	-	16,590	60,402	60,402
Total Resources	<u>\$32,346,238</u>	<u>\$ 11,663,539</u>	<u>\$ 13,363,349</u>	<u>\$ 7,215,793</u>	<u>\$ 6,853,771</u>

Non-Operating



DEPARTMENT: Non-Operating

PROGRAM: Debt service

PROGRAM DESCRIPTION:

Debt service includes Capital Leases, Revenue Bonds and Interfund Advances

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Debt Service	<u>\$ 3,684,021</u>	<u>\$ 6,542,012</u>	<u>\$ 6,542,012</u>	<u>\$ 6,441,510</u>	<u>\$ 6,079,488</u>
EXPENDITURES BY FUND:					
General Fund	\$ 151,565	\$ 281,107	\$ 281,107	\$ 129,542	\$ 129,542
Measure O	129,541	-	-	-	-
SA - Debt Svc	1,534,016	3,022,731	3,022,731	3,013,739	3,015,299
Water	908,524	1,765,015	1,765,015	1,766,548	1,406,382
Wastewater	875,028	1,298,876	1,298,876	1,296,997	1,293,581
Harbor Fund	80,512	174,283	174,283	174,282	174,282
Information Technology	4,835	-	-	60,402	60,402
Total	<u>\$ 3,684,021</u>	<u>\$ 6,542,012</u>	<u>\$ 6,542,012</u>	<u>\$ 6,441,510</u>	<u>\$ 6,079,488</u>

Non-Operating



DEPARTMENT Non-Operating
PROGRAM: Interfund transfers

PROGRAM DESCRIPTION:

Interfund transfers primarily represent operating subsidies.

	<u>2014-15 Actual</u>	<u>2015-16 Amended Budget</u>	<u>2015-16 Estimated</u>	<u>2016-17 Budget</u>	<u>2017-18 Budget</u>
PROGRAM EXPENDITURES:					
Interfund transfers	\$28,662,217	\$ 5,121,527	\$ 6,821,337	\$ 774,283	\$ 774,283
EXPENDITURES BY FUND					
General Fund	\$ -	\$ -	\$ 1,135,000	\$ 500,000	\$ 500,000
Measure O	3,527,700	4,241,142	4,241,142	-	-
HUD/CDBG Prior	35,878	-	-	-	-
Gas Tax	-	-	32,020	-	-
Parking	-	-	7,350	-	-
Housing RLF CDBG PI	426,103	-	-	-	-
SA - Housing	-	-	600	-	-
SA - Debt Svc	-	880,385	880,385	274,283	274,283
SA - Capital	67,126	-	-	-	-
Water Fund	5,255,728	-	144,230	-	-
Wastewater Operations Fund	99,338	-	239,100	-	-
Wastewater Capital	19,250,344	-	-	-	-
Harbor Fund	-	-	27,300	-	-
Building	-	-	34,930	-	-
Equipment Operations	-	-	62,690	-	-
Information Technology	-	-	16,590	-	-
Total	\$28,662,217	\$ 5,121,527	\$ 6,821,337	\$ 774,283	\$ 774,283



Section D
Fund Summaries



Fund Summaries



OVERVIEW

This section summarizes revenues, capital improvements, and changes in Working Capital for each of the City's operating funds. Changes in Working Capital are provided for the previous fiscal year (2015-16), and the fiscal year covered by the 2016-17 Adopted Budget.

The following funds are included in this section:

CITY FUNDS:

General Funds

General Fund

Special Revenue Funds

Economic Development Revolving Loan Funds

Habitat Acquisition and Restoration fund

Environmental Programs Fund

Capital Improvements

Demolitions Projects Fund

Airport Fund

Hazardous Materials Response Fund

CPR Fund

Housing

Gas Tax/State Highway Funds

Police Special Revenue Funds

Parking Fund

Enterprise Funds

Water Utility

Water Capital Projects

Wastewater Operating

Wastewater Capital

Transit Fund

Humboldt Bay

Building Fund

Municipal Golf Course

Internal Service Funds

Risk Management Fund

Equipment Operations Fund

Information Technology Operations

Internal Operations

Facilities Operations Fund

Trust and Agency Funds

Fire and Police Retirement Fund.

EUREKA REDEVELOPMENT AGENCY (ERA) & SUCCESSOR AGENCY FUNDS:

Private Purpose Trust Fund

Successor Agency Economic Development Administration Fund

Capital Projects Funds

Successor Agency Capital Projects Funds

General Funds



The General Fund is the operating fund for the City which accounts for all the assets and resources used for financing the general administration of the City and the traditional services provided to the citizens, such as fire, police, parks and recreation.

The Donations Fund is the operating fund for the City which accounts for donations received by the City. Revenues are not appropriated until received; expenditures consisting of available balances are budgeted.

The Measure O Fund is the operating fund for the City which accounts for all the assets and resources derived from Measure O (.5% City Transaction and Use Tax) used to provide important and valued services to the community.

FUND SUMMARIES - CITY FUNDS

GENERAL FUNDS

	General	Donations	Measure "O"
Working Capital-7/1/15	2,628,194	181,697	-
SOURCES:			
Revenues:			
Taxes	17,133,176	-	4,241,142
Licenses, Permits & Franchises	1,267,800	-	-
Intergovernmental	2,381,510	-	-
Charges for Services	1,208,900	-	-
Fines & Forfeits	208,642	-	-
Miscellaneous	135,459	17,467	-
Transfers from Other Funds	4,241,142	-	-
Total Sources	26,576,629	17,467	4,241,142
USES:			
Operating Budgets	25,028,906	102,955	-
Debt Service	281,107	-	-
Projects	135,900	-	-
Transfers to Other Funds	1,135,000	-	4,241,142
Total Uses	26,580,913	102,955	4,241,142
Working Capital-6/30/16	2,623,910	96,209	-
SOURCES:			
Revenues:			
Taxes	21,751,693	-	-
Licenses, Permits & Franchises	1,231,300	-	-
Intergovernmental	2,395,920	-	-
Charges for Services	1,145,950	-	-
Fines & Forfeits	199,000	-	-
Miscellaneous	141,460	-	-
Transfers from Other Funds	-	-	-
Total Sources	26,865,323	-	-
USES:			
Operating Budgets	26,662,342	96,209	-
Debt Service	129,542	-	-
Projects	475,000	-	-
Transfers to Other Funds	500,000	-	-
Total Uses	27,766,884	96,209	-
Working Capital-6/30/17	1,722,349	-	-
SOURCES:			
Revenues:			
Taxes	22,225,237	-	-
Licenses, Permits & Franchises	1,231,300	-	-
Intergovernmental	2,440,198	-	-
Charges for Services	1,145,950	-	-
Fines & Forfeits	199,000	-	-
Miscellaneous	141,460	-	-
Transfers from Other Funds	-	-	-
Total Sources	27,383,145	-	-
USES:			
Operating Budgets	26,902,986	-	-
Debt Service	129,542	-	-
Projects	123,000	-	-
Transfers to Other Funds	500,000	-	-
Total Uses	27,655,528	-	-
Working Capital-6/30/18	1,449,966	-	-

Special Revenue Funds



Special Revenue Funds are used to account for revenues designated for financing specified activities of the City. The Special Revenue Funds of the City are:

- **Economic Development Revolving Loan Funds** - These funds are used to account for the proceeds of Community Development Block grants, as required by federal regulations. Also, reimbursement of block grant economic development loans ("program income") is receipted into these funds.
- **Habitat Acquisition and Restoration Fund** - This fund is used to account for grants and other funds restricted or designated specifically for acquisition, restoration, or mitigation projects approved by the City.
- **Environmental Programs Fund** - Revenues to this fund are restricted by law for implementation of various environmental programs throughout the City, particularly solid waste source reduction.
- **Capital Improvements** - Revenues to this fund include state and federal grants and transfers from other City funds designated by Council action to be used for specified capital maintenance/improvement projects.
- **Demolition Projects Fund** - Revenues of this fund consist primarily of transfers from the General Fund and are to be used for abatement actions authorized by the Municipal Code or by the Uniform Building Code.
- **Airport Fund** - Revenues to this fund are restricted by law for maintenance and capital improvement at the Eureka Municipal Airport.
- **Hazardous Materials Response Fund** - This fund receives revenues from the Hazardous Materials (Hazmat) Authority, the General Fund, grants and response charges to operate the Hazmat response team.
- **CPR Fund** - This fund is used to account for fire department training of citizens and public personnel in CPR techniques.
- **Housing Fund** - This fund is used to account for the City's local housing program, and operates as a revolving loan fund.
- **Gas Tax/State Highway Funds** - These funds are required by state law to account for gas tax monies allocated by the State. Taxes levied by the State on gasoline and other motor fuels are allocated among cities, counties, and the State. The funds can be used for street and road expenditures, as defined by state law. Occasionally, other street and road related grants are receipted into this fund. Other revenues include State Highway funds traded for Federal ISTEA funds (per California Senate Bill 1435). The funds can be used for the same purposes as gas tax funds (see above). Under SB 45, the State Transportation Improvement Plan provides funding for approved local street projects. Revenues are derived from both state and federal funds. Revenue received from CalTrans through the sale of property to fund projects that provide congestion relief for

Special Revenue Funds



- **Gas Tax/State Highway Funds** (Continued) - travel through the City is also allocated here. These funds are also used to account for revenue received from the State for the purpose of street and highway pavement maintenance, rehabilitation, and reconstruction of necessary associated facilities such as drainage and traffic devices.
- **Police Special Revenue Funds** - These funds are used to account for revenues from several programs which are restricted as to use for police programs. These include drug asset forfeitures, vehicle theft funds, the State supplemental law enforcement services program, traffic offender funds, abandoned vehicle abatement funds, and the California law enforcement equipment program fund.

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	Economic Development	CDBG - Technical & Planning	Habitat Acquisition & Restoration	Environmental Programs
Working Capital-7/1/15	(38,382)	(217,267)	(108,835)	159,501
SOURCES:				
Revenues	3,342,206	582,050	-	45,000
Transfers from Other Funds	-	-	-	-
Total Sources	2,760,156	582,050	-	45,000
USES:				
Operating Budgets	3,072,312	364,783	-	61,148
Projects	-	-	-	-
Transfers to Other Funds	-	-	-	-
Total Uses	2,707,529	364,783	-	61,148
Working Capital-6/30/16	231,512	-	(108,835)	143,353
SOURCES:				
Revenues	2,147,926	-	203,835	45,000
Transfers from Other Funds	-	-	-	-
Total Sources	2,147,926	-	203,835	45,000
USES:				
Operating Budgets	2,352,926	-	-	42,823
Projects	-	-	95,000	-
Transfers to Other Funds	-	-	-	-
Total Uses	2,352,926	-	95,000	42,823
Working Capital-6/30/17	26,512	-	-	145,530
SOURCES:				
Revenues	-	-	-	45,000
Transfers from Other Funds	-	-	-	-
Total Sources	-	-	-	45,000
USES:				
Operating Budgets	-	-	-	42,823
Projects	-	-	-	-
Transfers to Other Funds	-	-	-	-
Total Uses	-	-	-	42,823
Working Capital-6/30/18	26,512	-	-	147,707

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	Capital Improvements	Demolition Projects	Airport	Housing	CDBG - Housing
Working Capital-7/1/15	3,873	(222,219)	44,868	2,295,916	72,515
SOURCES:					
Revenues	-	5,113	21,000	50,000	-
Transfers from Other Funds	-	-	-	706,102	-
Total Sources	-	5,113	21,000	100,000	-
USES:					
Operating Budgets	-	-	75,447	351,036	-
Projects	-	50,000	-	-	-
Transfers to Other Funds	-	-	-	600	-
Total Uses	-	50,000	75,447	50,000	-
Working Capital-6/30/16	3,873	(267,106)	(9,579)	1,401,354	72,515
SOURCES:					
Revenues	-	-	21,000	50,000	-
Transfers from Other Funds	250,000	-	-	50,000	-
Total Sources	250,000	-	21,000	100,000	-
USES:					
Operating Budgets	-	-	125,338	1,808,925	72,000
Projects	250,000	50,000	-	-	-
Transfers to Other Funds	-	-	-	-	-
Total Uses	250,000	50,000	125,338	1,188,000	72,000
Working Capital-6/30/17	3,873	(317,106)	(113,917)	313,354	515
SOURCES:					
Revenues	-	-	21,000	50,000	-
Transfers from Other Funds	250,000	-	-	50,000	-
Total Sources	250,000	-	21,000	100,000	-
USES:					
Operating Budgets	-	-	75,984	273,927	-
Projects	250,000	-	-	-	-
Transfers to Other Funds	-	-	-	-	-
Total Uses	250,000	-	75,984	50,000	-
Working Capital-6/30/18	3,873	(317,106)	(168,901)	363,354	515

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	HOME Program	CDBG - Housing	Cal Home	Rental Rehab	Housing
Working Capital-7/1/15	1,069,202	209,637	103,077	106,043	141,740
SOURCES:					
Revenues	-	50,000	-	-	-
Transfers from Other Funds	50,000	-	-	-	-
Total Sources	50,000	50,000	-	-	-
USES:					
Operating Budgets	-	50,000	-	106,000	5,000
Projects	-	-	-	-	-
Transfers to Other Funds	-	-	-	-	-
Total Uses	-	50,000	-	106,000	5,000
Working Capital-6/30/16	1,119,202	209,637	103,077	43	136,740
SOURCES:					
Revenues	-	50,000	-	-	-
Transfers from Other Funds	50,000	-	-	-	-
Total Sources	50,000	50,000	-	-	-
USES:					
Operating Budgets	1,066,000	50,000	99,850	-	66,000
Projects	-	-	-	-	-
Transfers to Other Funds	-	-	-	-	-
Total Uses	1,066,000	50,000	99,850	-	66,000
Working Capital-6/30/17	103,202	209,637	3,227	43	70,740
SOURCES:					
Revenues	-	50,000	-	-	-
Transfers from Other Funds	50,000	-	-	-	-
Total Sources	50,000	50,000	-	-	-
USES:					
Operating Budgets	-	50,000	-	-	66,000
Projects	-	-	-	-	-
Transfers to Other Funds	-	-	-	-	-
Total Uses	-	50,000	-	-	66,000
Working Capital-6/30/18	153,202	209,637	3,227	43	4,740

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	City Housing Low/Mod	Gas Tax/ State Highway	Police Special Revenue	Parking Fund
Working Capital-7/1/15	593,702	804,682	522,411	10,415
SOURCES:				
Revenues	-	1,170,063	355,967	174,130
Transfers from Other Funds	656,102	-	-	-
Total Sources	656,102	1,170,063	355,967	174,130
USES:				
Operating Budgets	190,036	722,119	223,672	126,960
Projects	-	526,490	-	15,000
Transfers to Other Funds	600	32,020	-	7,350
Total Uses	190,636	1,280,629	223,672	149,310
Working Capital-6/30/16	1,059,168	694,116	654,706	35,235
SOURCES:				
Revenues	-	2,063,483	230,000	151,200
Transfers from Other Funds	-	-	-	-
Total Sources	-	2,063,483	230,000	151,200
USES:				
Operating Budgets	455,075	559,537	712,370	152,594
Projects	-	1,765,300	-	15,000
Transfers to Other Funds	-	-	-	-
Total Uses	455,075	2,324,837	712,370	167,594
Working Capital-6/30/17	604,093	432,762	172,336	18,841
SOURCES:				
Revenues	-	563,483	230,000	151,200
Transfers from Other Funds	-	-	-	-
Total Sources	-	563,483	230,000	151,200
USES:				
Operating Budgets	157,927	564,369	712,370	93,557
Projects	-	-	-	62,000
Transfers to Other Funds	-	-	-	-
Total Uses	157,927	564,369	712,370	155,557
Working Capital-6/30/18	446,166	431,876	(310,034)	14,484

Enterprise Funds



Enterprise Funds are used to account for activities which are intended to be self-supporting or where periodic determination of net income is appropriate for management control and accountability. Costs are financed primarily through user charges. The enterprise funds of the City are:

- **Water Utility:**

Water Operating and Capital Funds - The Water Fund is used to account for the operation and maintenance of the City's water utility. Revenues are primarily user charges. Rates are set periodically by the City Council. The Water Capital Fund accounts for water capital projects and revenues are primarily intergovernmental payments and debt proceeds.

- **Wastewater Utility:**

Wastewater Operating and Capital Funds - The Wastewater Operating Fund is used to account for the operation and maintenance of the City's sewer utility. Revenues are primarily user charges. This fund also accounts for wastewater bond proceeds and capital projects. Rates are set periodically by the City Council. This fund accounts for wastewater capital projects and revenues are primarily interfund or intergovernmental payments and debt proceeds.

- **Transit Fund** - Transit Fund revenues include State Transit Development Act (TDA) funds and fare revenues. These funds are used for administration and operation of the Eureka Transit System and Dial-a-Ride/Lift program, as well as the City's share of a county-wide transit system.

- **Humboldt Bay Operating Fund** - Revenues to this fund are restricted for use in the small boat basin and the Tidelands grant area and to fund the repayment of Economic Development Administration (EDA) bonds. During fiscal year 1996-97, the City received federal and state grants and state loan funding for the Small Boat Basin Rehabilitation project. Increased revenues resulting from this rehabilitation will be used to fund debt service on the loan and required reserves.

- **Building Fund** - In 1988, the building inspection, plan checking, and code enforcement functions were moved from the General Fund to a separate fund. This was done in response to recommendations from a citizens' committee. Revenues are permits and fees to maintain the construction regulation program, and transfers from the General Fund to fund the building code enforcement program.

- **Golf Course Fund** - In 1989, the City established an enterprise fund to account for operation of the Municipal Golf Course. Lease revenues are the funding source

FUND SUMMARIES - CITY FUNDS

ENTERPRISE FUNDS

	Water Operating	Water Capital	Wastewater Operating	Wastewater Capital
Working Capital-7/1/15	8,064,189	5,255,818	1,917,870	8,339,403
REVENUES:				
User fees	7,804,649	-	6,903,305	-
Other revenues	-	-	-	-
Transfers and/or contributions	-	-	-	-
Total Sources	7,804,649	-	6,903,305	-
EXPENSES:				
Operating Expenses	5,906,118	-	5,593,928	-
Capital Projects	32,000	320,000	32,000	2,493,268
Debt service	1,765,015	-	1,298,876	-
Transfers to/(from) Other Funds	144,230	-	239,100	-
Total Uses	7,847,363	320,000	7,163,904	2,493,268
Working Capital-6/30/16	8,021,475	4,935,818	1,657,271	5,846,135
REVENUES:				
User fees	7,837,500	-	6,944,100	-
Other revenues	65,000	-	-	2,466,645
Transfers and/or contributions	-	-	-	-
Total Sources	7,902,500	-	6,944,100	2,466,645
USES:				
Operating Expenses	6,398,313	-	6,145,577	-
Capital Projects	169,400	3,470,000	68,400	5,805,000
Debt Service	1,766,548	-	1,296,997	-
TOTAL USES	8,334,261	3,470,000	7,510,974	5,805,000
Working Capital-6/30/17	7,589,714	1,465,818	1,090,397	2,507,780
REVENUES:				
User fees	7,837,500	-	6,944,100	-
Other revenues	65,000	-	-	2,466,645
Transfers and/or contributions	-	-	-	-
Total Sources	7,902,500	-	6,944,100	2,466,645
USES:				
Operating Expenses	6,428,630	-	6,190,518	-
Capital Projects	79,000	721,000	-	3,641,000
Debt Service	1,406,382	-	1,293,581	-
TOTAL USES	7,914,012	721,000	7,484,099	3,641,000
Working Capital-6/30/18	7,578,202	744,818	550,398	1,333,425

FUND SUMMARIES - CITY FUNDS

ENTERPRISE FUNDS

	Transit	Humboldt Bay Operating	Building Fund	Municipal Golf Course
Working Capital-7/1/15	90,999	(420,646)	(1,247,265)	215,713
REVENUES:				
User fees	376,839	-	147,000	-
Other revenues	1,576,028	699,354	699,000	25,000
Transfers and/or contributions	-	174,283	-	-
Total Sources	1,952,867	873,637	846,000	25,000
EXPENSES:				
Operating Expenses	1,887,232	828,479	735,111	6,766
Capital Projects	64,866	100,000	-	120,453
Debt service	-	174,283	-	-
Transfers to/(from) Other Funds	-	27,300	34,930	-
Total Uses	1,952,098	1,130,062	770,041	127,219
Working Capital-6/30/16	91,768	(677,071)	(1,171,306)	113,494
REVENUES:				
User fees	382,000	-	149,000	-
Other revenues	1,544,120	698,005	741,000	25,000
Transfers and/or contributions	-	224,283	-	-
Total Sources	1,926,120	922,288	890,000	25,000
USES:				
Operating Expenses	1,913,875	833,144	724,354	6,761
Capital Projects	-	100,000	-	80,000
Debt Service	-	174,282	-	-
TOTAL USES	1,913,875	1,107,426	724,354	86,761
Working Capital-6/30/17	104,013	(862,209)	(1,005,660)	51,733
REVENUES:				
User fees	382,000	-	149,000	-
Other revenues	1,544,120	698,005	741,000	25,000
Transfers and/or contributions	-	224,283	-	-
Total Sources	1,926,120	922,288	890,000	25,000
USES:				
Operating Expenses	1,913,875	838,981	733,027	6,907
Capital Projects	-	21,000	-	-
Debt Service	-	174,282	-	-
TOTAL USES	1,913,875	1,034,263	733,027	6,907
Working Capital-6/30/18	116,258	(974,184)	(848,687)	69,826

Internal Service Funds



Internal Service Funds are used to account for activities and services provided by one City organizational unit to another, financed through cost-reimbursement. The internal service funds of the City are:

- **Equipment Operations Fund** - This fund was established as an internal service fund through which City departments are charged for the use of vehicles and other equipment, based on actual operating costs. In addition, rates for vehicles and heavy equipment include a depreciation contribution factor to establish a reserve for future replacement.
- **Information Technology Operations Fund** - This fund was established to develop a reserve account for information technology equipment and software and will be used to fund future equipment and major software replacement based on an analysis of future needs. Each department is assessed an annual amount that will provide adequate funds to replace current computer and related equipment. In addition the fund provides City-wide support for all office automation equipment.
- **Internal Operations Fund** - This fund was established as an internal service fund through which City departments are charged for the operational services provided by the Legislative, Finance, City Attorney, Personnel, Facilities Maintenance and City Manager departments based on the actual operating costs.
- **Risk Management Fund** - This fund is used to account for the City's workers' compensation program, General Liability and property insurance program, and group health program. In March, 1993 the City joined the Redwood Empire Municipal Insurance Fund for its workers compensation and liability insurance programs, changing from self-insurance to a municipal insurance pool. The City will continue to administer worker s compensation claims from prior to March, 1993, and existing liability claims.
- **Facilities Operations Fund** - This fund was established as an internal service fund through which City departments are charged for the building maintenance and capital improvements.

FUND SUMMARIES - CITY FUNDS

INTERNAL SERVICE FUNDS

	Risk Management	Equipment Operations	Information Technology Operations	Internal Operations	Facilities Operations
Working Capital-7/1/15	(1,193,489)	2,051,208	313,475	(663,193)	-
SOURCES:					
Revenues	2,031,039	2,238,775	1,447,925	3,663,766	-
Transfers and/or contributions	1,199,760	-	-	500,050	-
Total Sources	3,230,799	2,238,775	1,447,925	4,163,816	-
USES:					
Operating Budgets	2,009,000	2,178,702	1,171,595	3,484,369	-
Capital Projects	-	-	-	-	-
Debt service	-	-	-	-	-
Transfers and/or contributions	-	62,690	16,590	-	-
Total Uses	2,009,000	2,241,392	1,188,185	3,484,369	-
Working Capital-6/30/16	28,310	2,048,591	573,215	16,254	-
SOURCES:					
Revenues	2,115,026	2,000,488	1,239,838	2,901,765	715,386
Transfers and/or contributions	-	-	-	-	250,000
Total Sources	2,115,026	2,000,488	1,239,838	2,901,765	965,386
USES:					
Operating Budgets	1,973,383	2,000,494	1,144,852	2,892,754	715,012
Capital Projects	-	-	-	-	250,000
Debt service	-	-	60,402	-	-
Transfers and/or contributions	-	-	-	-	-
Total Uses	1,973,383	2,000,494	1,205,254	2,892,754	965,012
Working Capital-6/30/17	169,953	2,048,585	607,799	25,265	374
SOURCES:					
Revenues	2,115,026	2,000,488	1,239,838	2,902,765	721,386
Transfers and/or contributions	-	-	-	-	250,000
Total Sources	2,115,026	2,000,488	1,239,838	2,902,765	971,386
USES:					
Operating Budgets	1,973,383	2,011,800	1,150,113	2,927,707	721,740
Capital Projects	-	13,000	-	-	250,000
Debt service	-	-	60,402	-	-
Transfers Out	-	-	-	-	-
Total Uses	1,973,383	2,024,800	1,210,515	2,927,707	971,740
Working Capital-6/30/18	311,596	2,024,273	637,122	323	20

Trust Funds



Trust Funds are used to account for assets held in a trustee capacity for others.

Police and Fire Retirement Fund - This fund is a pension trust fund which was established to account for resources used to fund the City's local fire and police retirement system, which no longer has any active members. Previously funded by property taxes, the system is now funded by transfers from the General Fund.

FUND SUMMARIES - CITY FUNDS

TRUST FUND

	Fire & Police Retirement
Working Capital-7/1/15	4,711
ADDITIONS:	397,095
Total Additions	397,095
DEDUCTIONS:	
Benefits & Expenses	397,095
Total Deductions	397,095
Working Capital-6/30/16	4,711
ADDITIONS	400,109
Total Additions	400,109
DEDUCTIONS:	
Benefits & Expenses	400,109
Total Deductions	400,109
Working Capital-6/30/17	4,711
ADDITIONS	400,109
Total Additions	400,109
DEDUCTIONS:	
Benefits & Expenses	400,109
Total Deductions	400,109
Working Capital-6/30/18	4,711

Special Revenue Funds

Redevelopment & Successor Agency



Special Revenue Funds are used to account for revenues designated for financing specified activities of the Redevelopment Agency (Agency). The Special Revenue Fund of the Agency is:

- **Successor Agency Administration Fund** - This fund was established to account for administrative services provided by the City to the Successor Agency.

Debt Service Funds

Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest of the Successor Agency. Revenues for this purpose include property tax increment. Tax increment revenues are used to repay City advances, loans from the Eureka Public Financing Authority, for the Low and Moderate Income Housing Fund twenty percent set aside required by state law, and for other legitimate redevelopment activities, such as administration and tax collection fees.

Capital Projects Funds

Capital Projects Funds are used to account for capital improvements of the Successor Agency which are financed by proceeds of tax allocation bonds and City advances.

FUND SUMMARIES

SUCCESSOR AGENCY FUNDS

	Successor Agency ERA Debt Service	Successor Agency Capital Projects
Working Capital-7/1/15	203,710	150,000
SOURCES:		
Revenues	4,153,116	-
Total Sources	4,153,116	-
USES:		
Operating Budgets	250,000	-
Debt Service	3,022,731	-
Projects	-	150,000
Total Uses	4,153,116	150,000
Working Capital-6/30/16	203,710	-
SOURCES:		
Revenues	3,538,027	-
Total Sources	3,538,027	-
USES:		
Operating Budgets	250,000	-
Debt Service	3,013,739	-
Projects	-	-
Transfers to Other Funds	274,283	-
Total Uses	3,538,022	-
Working Capital-6/30/17	203,715	-
SOURCES:		
Revenues	3,538,027	-
Total Sources	3,538,027	-
USES:		
Debt Service	3,015,299	-
Transfers to Other Funds	274,283	-
Total Uses	3,539,582	-
Working Capital-6/30/18	202,160	-

Section E
Revenues By Fund

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
110	GENERAL FUND					
	TAXES:					
31110-0000	Secured - Current	2,367,649	2,365,533	2,365,533	2,412,844	2,461,101
31110-2011	Transfer to RDA	(785,233)	(536,782)	(536,782)	(547,518)	(558,468)
31111-0000	Unsecured - Current	100,296	100,876	100,876	112,200	114,444
31125-0000	Supp roll - Current	14,879	34,893	34,893	35,591	36,303
31131-0000	Unsecured - prior	2,722	1,512	1,512	1,542	1,573
31135-0000	Supp roll - prior	7,192	8,122	8,122	8,284	8,450
31301-0000	Sales tax	7,284,491	7,900,962	7,900,962	10,297,967	10,555,416
31302-0000	Sales tax-Pub Safety	254,159	225,402	225,402	229,910	234,508
31303-0000	Sales tax-In Lieu	2,498,361	2,518,680	2,518,680	0	0
31304-0000	Transaction & Use tax	2,005,554	2,096,622	2,096,622	2,142,000	2,198,000
31304-1000	Supp. - Transaction & Use ta	0	0	0	4,335,000	4,449,000
31305-0000	Transfer tax	50,323	50,856	50,856	51,873	52,910
31501-0000	TOT	2,419,501	2,100,000	2,100,000	2,400,000	2,400,000
31502-0000	Humb Tourism Admin Fee Reven	5,376	4,500	4,500	5,000	5,000
31601-0000	Reg bus license tax	223,249	220,000	220,000	225,000	225,000
31602-0000	Business License Review Fee	3,141	3,000	3,000	3,000	3,000
31603-0000	Bus lic penalties	11,282	9,000	9,000	9,000	9,000
31611-0000	BID - all areas	30,395	30,000	30,000	30,000	30,000
31905-0000	Timber yield tax	59	0	0	0	0
31920-0000	Utility users' tax	0	0	0	0	0
	Subtotal	16,493,396	17,133,176	17,133,176	21,751,693	22,225,237
	LICENSES, PERMITS & FRANCHISES:					
32101-0000	Animal licenses	47,060	45,000	45,000	45,000	45,000
32201-0000	Fire permits	0	0	0	0	0
32232-0000	Residential Parking Permits	1,630	0	0	500	500
32241-0000	Encroachment permits	31,500	25,000	25,000	25,000	25,000
32243-0000	Transportation permits	410	800	800	800	800
32310-0000	Gas/Elec franchise	232,315	230,000	230,000	230,000	230,000
32320-0000	Cable TV franchise	283,135	280,000	280,000	280,000	280,000
32330-0000	Garbage franchise	366,868	687,000	687,000	650,000	650,000
	Subtotal	962,918	1,267,800	1,267,800	1,231,300	1,231,300
	INTERGOVERNMENTAL:					
33135-1300	OCDETF	4,703	0	0	0	0
33150-3601	FEMA - Emergency Ops Train R	985	0	0	0	0
33250-0000	California - EMA	0	0	0	0	0
33303-0000	Humboldt Fire Dist #1	54,802	0	0	0	0
33303-2000	Humboldt Bay Fire JPA	32,031	0	0	0	0
33305-0000	Motor veh. in-lieu	11,181	11,000	11,000	12,000	12,000
33311-0000	Prop tax VLF in-lieu	2,132,491	2,132,800	2,132,800	2,175,456	2,218,965
33312-0000	Federal in-lieu	656	0	0	0	0
33315-0000	HOPTR	34,768	37,710	37,710	38,464	39,233
33330-0000	P.O.S.T.	39,521	20,000	20,000	20,000	20,000
33336-0000	911 Reimbursement Com Equipme	19,913	60,000	60,000	0	0
33337-0000	Humboldt Domestic Violence	0	0	0	0	0
33370-1264	Recycling activities	0	75,000	75,000	75,000	75,000
33392-0000	SB 90	163,269	45,000	45,000	75,000	75,000
	Subtotal	2,494,320	2,381,510	2,381,510	2,395,920	2,440,198
	CHARGES FOR SERVICES:					
34211-0000	Sp. police services	62,915	45,000	45,000	45,000	45,000
34214-0000	Police rev-counter	50,462	50,000	50,000	50,000	50,000
34217-0000	False alarm chgs	200	15,000	15,000	0	0
34221-0000	Sp. fire services	0	0	0	0	0
34226-0000	Fire-counter chgs	0	0	0	0	0
34231-0000	Plan check fees	8,238	0	0	0	0
34240-0000	Fire inspection fees	0	0	0	0	0
34242-0000	Fire plan check fees	9,736	0	0	0	0
34243-0000	Fire Inspection Mandated	35,595	0	0	0	0
34244-0000	Alarm permits	2,685	0	0	0	0
34311-0000	Survey service	0	0	0	0	0
34312-0000	Sales of plans/specs	989	1,200	1,200	1,000	1,000
34314-0000	Eng. subdivision fees	400	0	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
34315-0000	C.D. Deposits	240	0	0	0	0
34317-0000	Engineering reviews	9,355	7,500	7,500	6,000	6,000
34318-0000	Project Salaries	15,520	50,000	0	0	0
34319-0000	Engineering agreement fees	0	1,000	1,000	500	500
34321-0000	St. highway sweeping	57,380	60,000	60,000	23,000	23,000
34323-0000	Weed abatement chgs.	(2,533)	3,000	3,000	3,000	3,000
34341-0000	Custodial services	0	0	0	0	0
34410-1024	Special classes	15,485	16,000	16,000	16,000	16,000
34410-1025	Men's softball	10,850	12,000	12,000	12,000	12,000
34410-1026	Women's softball	0	0	0	0	0
34410-1027	Coed softball	12,790	12,350	12,350	12,350	12,350
34410-1028	Men's basketball	12,260	7,500	7,500	11,000	11,000
34410-1029	30+ basketball	0	5,400	5,400	0	0
34410-1030	Women's volleyball	8,790	9,750	9,750	10,000	10,000
34410-1032	Softball tournaments	1,035	1,300	1,300	1,300	1,300
34410-1033	Hoopsters basketball	43,065	41,200	41,200	41,200	41,200
34410-1034	Roller skating	20,132	20,500	20,500	20,500	20,500
34410-1041	Special events	4,165	13,000	13,000	8,000	8,000
34410-1147	Recreation - Play Center	3,148	10,000	10,000	15,000	15,000
34410-1164	Non Res adlt sports	2,650	1,000	1,000	2,000	2,000
34410-1165	Non Res adlt spec cl	100	50	50	50	50
34410-1166	Non Res yth spec cl	0	50	50	50	50
34410-1168	Ryan Center	69,192	70,000	70,000	90,000	90,000
34410-1194	Youth-Eur City Schls	236,189	240,000	240,000	240,000	240,000
34410-1325	G.U.L.C.H. Recreation Progra	1,067	2,500	2,500	2,500	2,500
34411-1042	Membership-resident	81,306	61,800	61,800	64,000	64,000
34411-1043	Membrship-non-resident	0	10,000	10,000	6,000	6,000
34411-1044	Drop-in - resident	6,965	4,250	4,250	6,000	6,000
34411-1046	Open gym - resident	12,321	18,300	18,300	19,000	19,000
34412-0000	Zoo admission	279,068	355,000	355,000	305,000	305,000
34413-0000	Zoo school visits	5,171	5,000	5,000	5,000	5,000
34414-0000	Zoo education grants	0	0	0	22,500	22,500
34415-0000	Zoo tour revenue	450	2,500	2,500	1,500	1,500
34419-0000	Staff-bldg. superv.	600	0	0	0	0
34419-1100	Sequoia Park	1,000	0	0	500	500
34515-0000	Planning-sp svcs fees	4,099	3,000	3,000	3,000	3,000
34521-0000	Subdiv/vacation fees	0	1,000	1,000	0	0
34523-0000	C.D. Administrative	1,720	1,250	1,250	1,500	1,500
34524-0000	C.D. Ministerial	13,285	15,000	15,000	15,000	15,000
34525-0000	C.D. Discretionary	17,315	17,500	17,500	17,500	17,500
34527-0000	C.D. Enforcement	54,600	55,000	55,000	55,000	55,000
34528-0000	Work w/o Project Approval	720	0	0	0	0
34612-0000	Grant administration	129,041	10,000	10,000	10,000	10,000
34614-0000	Medi-Can Sched Inspect CD	0	0	0	0	0
34616-0000	Medi-Can Sched Inspect Polic	0	0	0	0	0
34901-0000	Return check chgs	131	0	0	0	0
34910-0000	Printing chgs	729	750	750	750	750
34911-0000	Postage chgs	127	250	250	250	250
34913-0000	Subpoenaed Employee chgs	1,265	2,000	2,000	2,000	2,000
34915-0000	Misc. copy charges	77	0	0	0	0
34990-0000	Other Misc Fees	2,905	1,000	1,000	1,000	1,000
	Subtotal	1,304,995	1,258,900	1,208,900	1,145,950	1,145,950
FINES & FORFEITS:						
35220-0000	Criminal fines	6,738	9,201	9,201	8,000	8,000
35230-0000	Court fines	163,023	192,441	192,441	170,000	170,000
35261-0000	Code violation restitution	164,397	0	0	18,000	18,000
35263-0000	DUI Code Violations	4,693	4,500	4,500	3,000	3,000
35411-0000	Medi-Can Failure to Comply 1	0	0	0	0	0
35425-0000	Medi-Can Ordinance Penalty	0	2,500	2,500	0	0
	Subtotal	338,851	208,642	208,642	199,000	199,000

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
MISCELLANEOUS:						
36110-0000	Pooled cash interest	10,025	4,000	4,000	20,000	20,000
36112-0000	Other interest	6,684	2,499	2,499	2,500	2,500
36112-2000	Code Violation Interest Char	35,792	20,000	20,000	20,000	20,000
36199-0000	Change in FV of inv	0	0	0	0	0
36310-0000	Building rent	21,783	12,000	12,000	12,000	12,000
36310-1185	American Red Cross	1,560	1,560	1,560	1,560	1,560
36310-1190	Winger Farms - Parcel M	0	7,500	7,500	0	0
36311-1094	Muni Auditorium	4,095	2,000	2,000	4,000	4,000
36311-1099	Zoo Multi Purpose Room Rent	144	0	0	0	0
36311-1100	Zoo Class Registration	17,219	18,500	18,500	21,400	21,400
36311-1102	Zoo Events/Rentals	1,890	1,800	1,800	3,000	3,000
36312-1098	Gymnasium	21,490	23,900	23,900	23,000	23,000
36312-1099	Meeting room	5,151	8,200	8,200	8,200	8,200
36314-1101	Kennedy-Hartman	540	1,000	1,000	1,000	1,000
36314-1102	Lights	0	200	200	200	200
36314-1195	Seq Park picnic area	2,115	1,300	1,300	2,500	2,500
36390-0000	Other Rents & Leases	2,010	1,000	1,000	2,000	2,000
36390-1001	Northcoast Children's Servic	9,600	8,000	8,000	9,600	9,600
36504-0000	Myrtle Grove Cemet.	2,040	2,000	2,000	2,000	2,000
36506-0000	Donations - Parks & Rec	(2,919)	0	0	0	0
36509-1236	Donations - Public Safety	(3,224)	0	0	0	0
36510-1000	Donations - Dog Park PJ 404	59	0	0	0	0
36810-0000	Cash over or short	(182)	0	0	0	0
36812-0000	Reimbursement-prior	33,600	0	0	0	0
36815-0000	Compensation - property dama	(3,082)	0	0	0	0
36819-0000	Sale of equipment	4,001	0	0	0	0
36820-0000	Refunds	0	4,000	4,000	0	0
36821-0000	Sale - unclaimed prop	4,120	0	0	0	0
36822-0000	Rebates	2,901	3,500	3,500	3,500	3,500
36825-0000	Recovered Revenue	0	10,000	10,000	0	0
36890-0000	Miscellaneous	11,308	2,500	2,500	5,000	5,000
36890-2100	Police-Miscellaneous	1,046	0	0	0	0
	Subtotal	189,766	135,459	135,459	141,460	141,460
OTHER FINANCING SOURCES:						
39135-0000	Measure O Fund	3,527,700	4,241,142	4,241,142	0	0
	Subtotal	3,527,700	4,241,142	4,241,142	0	0
TOTAL FUND 110		25,311,946	26,626,629	26,576,629	26,865,323	27,383,145
112	GENERAL FUND					
MISCELLANEOUS:						
36506-0000	Donations - Parks & Rec	2,919	0	920	0	0
36506-1100	Donations - Recreation Speci	0	0	990	0	0
36506-1200	Donations - P&R BallField Im	0	0	1,250	0	0
36506-1400	Donations - H2O Refill Stati	0	0	4,000	0	0
36506-1321	Donations - Parks & Rec Seq	600	0	0	0	0
36506-1322	Donations - Parks & Rec Seq	3,734,029	0	0	0	0
36509-1235	Donations - S.W.A.T.	(342)	0	0	0	0
36509-1236	Donations - Public Safety	22,302	0	0	0	0
36509-1237	Donations - Police K-9	22,314	0	2,000	0	0
36509-1238	Donations - Volunteer Patrol	6,658	0	400	0	0
36509-1239	Davenport Reward	(2,025)	0	0	0	0
36509-1243	Crime prevention	(45)	0	0	0	0
36509-1249	Donations - D.A.R.E.	(35)	0	0	0	0
36509-2100	Donations-Miscellaneous Poli	(1,220)	0	1,000	0	0
36510-0000	Donations - Art & Culture	10	0	0	0	0
36510-1100	Donations - Fireworks	31,895	0	6,907	0	0
36520-0000	Estate of JDB Robertson	1,478	0	0	0	0
36590-0000	Donations - Misc.	10,424	0	0	0	0
	Subtotal	3,828,962	0	17,467	0	0
TOTAL FUND 112		3,828,962	0	17,467	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
120	MEASURE "O"					
	TAXES:					
31304-1000	Supp. - Transaction & Use ta	4,054,688	4,241,142	4,241,142	0	0
TOTAL FUND 120		4,054,688	4,241,142	4,241,142	0	0
205	HUD/CDBG PRIOR					
	INTERGOVERNMENTAL:					
33133-1210	EDA Grant	0	0	25,000	0	0
33133-1211	OHP Grant	0	25,000	25,000	0	0
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	0	0	0	0	0
36112-1208	Interfund adv/loans interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
36817-0000	Enterprise Zone Voucher fees	31,195	0	0	0	0
	Subtotal	31,195	0	0	0	0
TOTAL FUND 205		31,195	25,000	50,000	0	0
224	SB 1435 STATE HIGHWAY ACCOUNT FUND					
	INTERGOVERNMENTAL:					
33331-1000	MAP 21	0	0	391,519	0	0
	CHARGES FOR SERVICES:					
34318-0000	Project Salaries	0	0	0	0	0
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	0	0	0	0	0
36815-0000	Compensation - property dama	(3,521)	0	0	0	0
	Subtotal	(3,521)	0	0	0	0
TOTAL FUND 224		(3,521)	0	391,519	0	0
225	SB 45 St Hghwy Funds					
	INTERGOVERNMENTAL:					
33332-0000	SB 45-St Hghwy Funds	136,065	0	50,000	0	0
TOTAL FUND 225		136,065	0	50,000	0	0
226	CALTRANS NON-FREEWAY FUND					
	INTERGOVERNMENTAL:					
33333-0000	Caltrans - Non-Freeway	260,788	0	0	1,500,000	0
33333-2000	PJ 521 PA&ED Funds	144,823	0	0	0	0
33334-0000	Fed Transp Enhance PJ 510	114,918	0	0	0	0
33334-2000	PJ 522 STIP (Trans Enhance)	292,078	103,000	50,000	0	0
33335-0000	HCAOG - South Gateway PJ 529	0	0	0	0	0
33393-0000	HCAOG	145,000	0	0	0	0
	Subtotal	957,607	103,000	50,000	1,500,000	0
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 226		957,607	103,000	50,000	1,500,000	0
227	AB 2928 ST HWY TRAFFIC CONGESTION RELIEF					

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
INTERGOVERNMENTAL:						
33327-0000	Grant Revenue (PJ # Required)	191,222	0	22,819	0	0
33345-0000	HSIP Grants	456,951	0	72,000	0	0
	Subtotal	648,173	0	94,819	0	0
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 227		648,173	0	94,819	0	0
229 GAS TAX FUND						
INTERGOVERNMENTAL:						
33324-0000	HUTA 2103 Gas Tax	288,684	123,580	123,580	64,133	64,133
33325-0000	HUTA 2105 Gas Tax	161,727	155,874	155,874	169,826	169,826
33326-0000	HUTA 2106 Gas Tax	126,867	85,162	85,162	87,694	87,694
33327-0000	HUTA 2107 Gas Tax	208,264	213,109	213,109	235,830	235,830
33327-1000	HUTA 2107.5 Gas Tax	12,000	6,000	6,000	6,000	6,000
	Subtotal	797,542	583,725	583,725	563,483	563,483
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
36812-0000	Reimbursement	3,600	0	0	0	0
	Subtotal	3,600	0	0	0	0
TOTAL FUND 229		801,142	583,725	583,725	563,483	563,483
230 HABITAT ACQUISITION AND RESTORATION FUND						
INTERGOVERNMENTAL:						
33351-0000	EEMP Program CA Dept Transp	190,651	0	0	203,835	0
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 230		190,651	0	0	203,835	0
232 ENVIRONMENTAL PROGRAMS FUND						
INTERGOVERNMENTAL:						
33370-1264	Recycling activities	96,755	0	0	0	0
33376-1281	CalRecycle - Recycling	40,982	12,000	12,000	12,000	12,000
33403-0000	Tipping fees (AB939)	26,216	33,000	33,000	33,000	33,000
	Subtotal	163,953	45,000	45,000	45,000	45,000
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 232		163,953	45,000	45,000	45,000	45,000
233 SPECIAL POLICE REVENUE FUND - DRUG ASSET FORFEITURES						
FINES & FORFEITS:						
35310-0000	Drug Asset Forfeits	0	0	0	0	0
35310-1000	Fed-Drug Asset Forfeit-Justi	27,231	0	0	0	0
35311-0000	State - Drug Asset Forfeits	50,000	0	50,000	50,000	50,000
35312-0000	DA - ADA/ARRA Task Force Gra	13,800	0	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
	Subtotal	91,031	0	50,000	50,000	50,000
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 233		91,031	0	50,000	50,000	50,000
234	SPECIAL POLICE REVENUE FUND - VEHICLE THEFT					
	INTERGOVERNMENTAL					
33135-0000	AB109 Realignment Grant	119,656	0	39,438	0	0
33135-0104	COPS Grant 2009-RKWX-0104	0	0	0	0	0
33135-0700	OJP grant - 2010-DJBX-0700	0	0	0	0	0
33135-0856	OJP Grant - 2013-DJ-BX-0856	11,520	0	0	0	0
33135-0871	OJP Grant - 2014-DJ-BX-0871	0	0	12,448	0	0
33135-0984	OJP Grant - 2012-DJ-BX-0984	0	0	0	0	0
33135-1056	Alcoholic Beverage Control	6,102	0	0	0	0
33135-3383	OJP Grant - 2011-DJ-BX-3383	0	0	0	0	0
33150-2203	FEMA - Assist to Firefighter	31,757	0	0	0	0
33336-0000	911 Reimbursement	6,383	0	0	0	0
33336-1000	Measure Z Funding	0	0	19,453	0	0
	Subtotal	175,418	0	71,339	0	0
	MISCELLANEOUS:					
36890-0000	Miscellaneous	116	0	0	0	0
TOTAL FUND 234		175,534	0	71,339	0	0
235	SPECIAL POLICE REVENUE FUND - VEHICLE THEFT					
	INTERGOVERNMENTAL					
33135-1056	Alcoholic Beverage Control	788	0	3,846	0	0
	MISCELLANEOUS:					
36110-0000	Pooled Cash Interest	0	0	0	0	0
TOTAL FUND 235		788	0	3,846	0	0
236	SPECIAL POLICE REVENUE FUND - SUPPLEMENTAL LAW ENFORCEMENT SERVICES					
	INTERGOVERNMENTAL:					
33352-1211	COPS - State	98,450	100,000	100,000	100,000	100,000
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 236		98,450	100,000	100,000	100,000	100,000
237	SPECIAL POLICE REVENUE FUND - TRAFFIC OFFENDER FUND					
	INTERGOVERNMENTAL:					
33135-1056	ABC 11-MST-10 Grant Rev	0	0	0	0	0
33135-1062	ABC 11-MST-10 Grant Rev	0	0	3,057	0	0
33354-1267	OTS - Avoid the 12	2,178	0	4,342	0	0
33354-1417	OTS STEP PT1417	46,772	0	0	0	0
33354-1569	OTS STEP PT1569	32,643	0	8,383	0	0
33354-1666	OTS STEP PT1666	0	0	35,000	0	0
33354-3134	OTS Berkeley SC13134	0	0	0	0	0
33354-4134	OTS Berkeley SC14134	3,609	0	0	0	0
	Subtotal	85,202	0	50,782	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
CHARGES FOR SERVICES:						
34215-0000	Vehicle release chgs	28,675	30,000	30,000	30,000	30,000
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 237		113,877	30,000	80,782	30,000	30,000
238 SPECIAL POLICE REVENUE FUND - ABANDONED VEHICLE ABATEMENT FUND						
INTERGOVERNMENTAL:						
33404-0000	AVA fees	62,818	50,000	50,000	50,000	50,000
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 238		62,818	50,000	50,000	50,000	50,000
239 PARKING						
LICENSES, PERMITS						
32230-0000	On-street parking	60	130	130	200	200
32231-0000	Off-street parking	47,173	60,000	60,000	54,000	54,000
32233-0000	Parking Meter Pre-paid Cards	7,606	6,000	6,000	7,000	7,000
	Subtotal	54,839	66,130	66,130	61,200	61,200
CHARGES FOR SERVICES:						
34318-0000	Project Salaries	0	0	0	0	0
FINES & FORFEITS:						
35210-0000	Parking fines	80,396	98,000	98,000	80,000	80,000
35211-0000	Del. Parking fines	10,705	10,000	10,000	10,000	10,000
	Subtotal	91,101	108,000	108,000	90,000	90,000
MISCELLANEOUS						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 239		145,940	174,130	174,130	151,200	151,200
241 CAPITAL IMPROVEMENTS FUND						
INTERGOVERNMENTAL:						
33250-0000	California - EMA	0	0	0	0	0
OTHER FINANCING SOURCES:						
39101-0000	General Fund	0	0	0	250,000	250,000
TOTAL FUND 241		0	0	0	250,000	250,000
242 DEMOLITION PROJECTS FUND						
FINES & FORFEITS:						
35261-0000	Penalties on Abatements	24,857	0	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
MISCELLANEOUS:						
36112-2000	Interest on Abatements	0	0	0	0	0
36812-0000	Reimbursement	24,867	0	5,113	0	0
	Subtotal	24,867	0	5,113	0	0
TOTAL FUND 242		49,724	0	5,113	0	0
260 AIRPORT FUND						
INTERGOVERNMENTAL:						
33361-1020	Aviation grant	10,000	10,000	10,000	10,000	10,000
CHARGES FOR SERVICES:						
34318-0000	Project Salaries	0	0	0	0	0
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
36314-1196	Samoa Drag Strip	150	0	0	0	0
36320-0000	Hangar rental	9,900	11,000	11,000	11,000	11,000
36890-0000	Miscellaneous	0	0	0	0	0
	Subtotal	10,050	11,000	11,000	11,000	11,000
TOTAL FUND 260		20,050	21,000	21,000	21,000	21,000
265 HAZARDOUS MATERIALS RESPONSE FUND						
INTERGOVERNMENTAL:						
CHARGES FOR SERVICES:						
34228-0000	Haz/Mat JPA chgs	51,908	0	0	0	0
34229-0000	Haz/Mat response chgs	3,241	0	0	0	0
	Subtotal	55,149	0	0	0	0
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 265		55,149	0	0	0	0
266 CPR TRAINING CENTER						
CHARGES FOR SERVICES:						
34230-0000	Training chgs	0	0	0	0	0
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 266		0	0	0	0	0
273 CDBG TPA Housing						
INTERGOVERNMENTAL:						
33131-1009	CDBG - Super NOFA	0	858,189	582,050	0	0
TOTAL FUND 273		0	858,189	582,050	0	0
275 CDBG GENERAL ALLOCATION FUND						
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 275		0	0	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
276 HOME PROGRAM FUND						
<i>TAXES:</i>						
31110-1000	SA ROPS Revenue	50,000	0	0	0	0
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	0	0	0	0	0
36123-0000	E.D. loan interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
36622-0000	E.D. loan principal	0	0	0	0	0
	Subtotal	0	0	0	0	0
<i>OTHER FINANCING SOURCES:</i>						
39108-1000	MAC Repay	0	50,000	50,000	50,000	50,000
TOTAL FUND 276		50,000	50,000	50,000	50,000	50,000
277 HOUSING REVOLVING LOAN FUND						
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	0	0	0	0	0
36122-0000	Other hous loan principal	17	0	0	0	0
36122-1311	CDBG 1994	892	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
36612-0000	Other hous loan prin	0	0	0	0	0
36612-1312	CDBG 1991	0	0	0	0	0
36812-0000	Reimbursement	0	50,000	50,000	50,000	50,000
	Subtotal	909	50,000	50,000	50,000	50,000
<i>OTHER FINANCING SOURCES:</i>						
39190-0000	Other Transfers	35,078	0	0	0	0
TOTAL FUND 277		35,987	50,000	50,000	50,000	50,000
278 CAL HOME OOR GRANT						
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 278		0	0	0	0	0
283 ECONOMIC DEVELOPMENT FUND						
<i>INTERGOVERNMENTAL:</i>						
33131-1008	Economic Enterprise Fund	2,010,054	4,805,455	2,710,156	2,147,926	0
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
<i>OTHER FINANCING SOURCES:</i>						
39103-0000	Grant Fund	426,103	0	0	0	0
TOTAL FUND 283		2,436,157	4,805,455	2,710,156	2,147,926	0
285 STATE RENTAL REHAB 1989 FUND						
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	0	0	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 285		0	0	0	0	0
291 HOUSING FUND						
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	0	0	0	0	0
36121-0000	HAB loan interest	15,594	0	0	0	0
36611-0000	HAB loan principal	36,385	0	0	0	0
	Subtotal	51,979	0	0	0	0
TOTAL FUND 291		51,979	0	0	0	0
296 CITY HOUSING - LOW/MOD						
<i>CHARGES FOR SERVICES:</i>						
34612-0000	Grant Administration	0	0	0	0	0
34613-0000	Subordination Fee	0	0	0	0	0
	Subtotal	0	0	0	0	0
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	0	0	0	0	0
36122-0000	Other hous loan principal	7,065	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
36612-0000	Other hous loan prin	34,101	0	0	0	0
36890-0000	Miscellaneous	0	0	0	0	0
	Subtotal	41,166	0	0	0	0
<i>OTHER FINANCING SOURCES:</i>						
39108-0000	L&M Income Housing	0	0	0	0	0
39150-0000	SA Debt Svc Fund	0	656,102	656,102	0	0
	Subtotal	0	656,102	656,102	0	0
TOTAL FUND 296		41,166	656,102	656,102	0	0
500 WATER FUND						
<i>INTERGOVERNMENTAL</i>						
33250-0000	California - EMA	0	0	0	0	0
<i>CHARGES FOR SERVICES</i>						
34101-0000	Regular charges	7,108,902	7,283,599	7,283,599	7,250,000	7,250,000
34101-1257	Hidden Valley	12,768	16,000	16,000	16,000	16,000
34102-0000	Sales to H.C.S.D.	390,928	340,000	340,000	340,000	340,000
34104-0000	Late penalties	34,245	25,000	25,000	25,000	25,000
34105-0000	Hydrant fees	(2,926)	1,000	1,000	1,000	1,000
34106-0000	Meter test fees	335	500	500	500	500
34107-0000	Water turn-on fees	16,981	16,000	16,000	40,000	40,000
34108-0000	Re-connect fees	23,269	25,000	25,000	50,000	50,000
34109-0000	Lab test fees	4,976	4,000	4,000	4,000	4,000
34110-0000	Permit reviews	336	500	500	500	500
34111-0000	Convenience Fee	2,468	750	750	2,500	2,500
34115-0000	Bulk Water Sales	2,686	1,000	1,000	1,000	1,000
34171-0000	Residential service	45,303	10,000	10,000	25,000	25,000
34172-0000	Commercial service	23,275	25,000	25,000	25,000	25,000
34173-0000	Fire service	23,370	25,000	25,000	25,000	25,000
34190-0000	Misc enterprise chgs	900	1,000	1,000	1,000	1,000
34318-0000	Project Salaries	175	30,000	30,000	30,000	30,000
34901-0000	Return check chgs	1,761	300	300	1,000	1,000
	Subtotal	7,689,752	7,804,649	7,804,649	7,837,500	7,837,500
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	0	0	0	0	0
36166-1142	D.S. Install pmt 2005 C Bond	0	0	0	0	0
36166-1270	2012 Water Bond Interest	1,430	0	0	0	0
36812-0000	Reimbursement-prior	296	0	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
36815-0000	Compensation - property dama	23,671	0	0	0	0
36890-0000	Miscellaneous	938	0	0	65,000	65,000
	Subtotal	26,335	0	0	65,000	65,000
TOTAL FUND 500		7,716,087	7,804,649	7,804,649	7,902,500	7,902,500
501 WATER CAPITAL FUND						
<i>MISCELLANEOUS:</i>						
36166-1270	2012 Water Bond Interest	89	0	0	0	0
<i>OTHER FINANCING SOURCES:</i>						
39170-0000	2012 Water Bond Projects	5,255,728	0	0	0	0
TOTAL FUND 501		5,255,817	0	0	0	0
510 WASTEWATER OPERATING FUND						
<i>INTERGOVERNMENTAL:</i>						
33250-0000	California - EMA	0	0	0	0	0
<i>CHARGES FOR SERVICES:</i>						
34101-0000	Regular charges	5,558,082	5,679,205	5,679,205	5,650,000	5,650,000
34104-0000	Late penalties	168	0	0	0	0
34110-0000	Permit reviews	132	100	100	100	100
34111-0000	Convenience Fee	2,468	1,000	1,000	1,000	1,000
34121-0000	WW service to HCSD	1,084,464	1,050,000	1,050,000	1,100,000	1,100,000
34123-0000	Holding tank dumping	138,124	120,000	120,000	140,000	140,000
34124-0000	Pre-treatment analysis	8,180	8,000	8,000	8,000	8,000
34174-0000	Sewer connection	23,940	15,000	15,000	15,000	15,000
34318-0000	Project Salaries	175	30,000	30,000	30,000	30,000
	Subtotal	6,815,733	6,903,305	6,903,305	6,944,100	6,944,100
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	0	0	0	0	0
36165-0000	HCSD Project Revenue	0	0	0	0	0
36168-0000	2011 Wastewater Bond Interes	666	0	0	0	0
36812-0000	Reimbursement-prior	296	0	0	0	0
36822-0000	Rebates	2,314	0	0	0	0
36890-0000	Miscellaneous	2,476	0	0	0	0
	Subtotal	5,752	0	0	0	0
<i>OTHER FINANCING SOURCES:</i>						
39100-0000	Transfers In	18,936,972	0	0	0	0
39153-0000	WW 2011 Bond Proceeds	313,373	0	0	0	0
39251-0000	Sale-City pers prop	946	0	0	0	0
	Subtotal	19,251,291	0	0	0	0
TOTAL FUND 510		26,072,776	6,903,305	6,903,305	6,944,100	6,944,100
512 WASTEWATER CAPITAL FUND						
<i>INTERGOVERNMENTAL:</i>						
33133-1000	Prop 50 - Martin Slough PJ 4	0	0	0	0	0
33133-1010	Prop 50 - Martin Slough PJ 5	0	0	0	0	0
	Subtotal	0	0	0	0	0
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	0	0	0	0	0
36112-0000	Other interest	9,162	0	0	0	0
36165-0000	HCSD Project Contribution	3,302,495	0	0	1,041,645	1,041,645
36165-1200	HCSD Martin Slough	1,094,633	0	0	0	0
36165-1500	Outside Sources	0	0	0	1,425,000	1,425,000
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	4,406,290	0	0	2,466,645	2,466,645

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
OTHER FINANCING SOURCES:						
39140-0000	Txfr from WW Operating	99,338	0	0	0	0
TOTAL FUND 512		4,505,628	0	0	2,466,645	2,466,645
520 TRANSIT FUND						
INTERGOVERNMENTAL:						
33130-1227	FTA Section 5310	0	119,515	64,000	0	0
33130-1228	FTA Section 5311	47,809	138,178	138,178	187,478	187,478
33160-0010	Capital - Murray Method	0	0	0	0	0
33260-0000	Cal OES - Bus Stop Impr	0	62,148	0	0	0
33361-1133	STAF-ETS-314	13,837	54,866	32,906	100,000	100,000
33361-1134	STAF-ETS-313	118,000	0	101,806	0	0
33361-1135	PTMISEA Prop 1B - 313	0	66,806	0	0	0
33361-1136	PTMISEA Prop 1B - 314	0	32,906	54,866	0	0
33362-1128	TDA City-Operating Subsidy	298,359	876,048	269,828	336,229	336,229
33362-1130	TDA City-DAR/DAL	298,515	0	268,396	274,480	274,480
33362-1131	TDA City-RTS Assessment	327,984	0	337,824	342,891	342,891
33401-0000	TDA from County-Op Subsidy	239,819	372,000	308,224	303,042	303,042
Subtotal		1,344,323	1,722,467	1,576,028	1,544,120	1,544,120
CHARGES FOR SERVICES:						
34131-0000	ETS Fares	295,884	260,000	295,000	295,000	295,000
34133-0000	HSU Jack Pass	8,952	10,000	10,839	10,000	10,000
34136-0000	DAR/DAL tickets counter	1,548	2,000	2,000	2,000	2,000
34137-0000	DAR/DAL tickets thru HTA	62,400	60,000	60,000	60,000	60,000
34142-0000	Bus advertising	5,775	6,300	6,300	10,500	10,500
34143-0000	Dial-a-Ride Advertising	2,475	2,700	2,700	4,500	4,500
Subtotal		377,034	341,000	376,839	382,000	382,000
TOTAL FUND 520		1,721,357	2,063,467	1,952,867	1,926,120	1,926,120
530 HUMBOLDT BAY OPERATING FUND						
TAXES:						
31110-1000	SA ROPS Revenue	224,282	0	0	0	0
CHARGES FOR SERVICES:						
34318-0000	Project Salaries	0	0	0	0	0
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0
36112-1087	Small Boat Basin Res. intere	1,719	1,800	1,800	0	0
36112-1088	Dredging & Cap Imp. interest	1,828	2,700	2,700	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
36210-0000	Solar Energy Revenue - PG&E	0	0	0	0	0
36310-1141	Pacific Choice	80,000	80,000	80,000	80,000	80,000
36310-1143	HSU - EDA Plant	0	13,600	13,600	0	0
36310-1149	Humboldt Archers	3,169	3,169	3,169	3,169	3,169
36310-1178	Humb Bay Rowing	240	240	240	4,000	4,000
36310-1180	Humb Bay Naval Air/Sea Museu	1,430	1,560	1,560	0	0
36310-1199	Englund Marine	69,481	75,000	75,000	70,000	70,000
36310-1200	Englund M. utilities	4,511	4,500	4,500	4,500	4,500
36310-1201	Englund M. UST maint fee	2,285	7,000	7,000	5,000	5,000
36310-1251	Public Marina-Misc.	79,971	67,500	67,500	65,000	65,000
36310-1253	Yacht Club	6,619	6,300	6,300	7,000	7,000
36331-1107	Chevron	28,417	42,570	42,570	42,570	42,570
36331-1109	Eureka Forest Prod.	1,000	1,000	1,000	1,000	1,000
36331-1179	Pacific Affiliates	8,215	8,215	8,215	8,500	8,500
36333-0000	Oyster beds lease-Coast	27,972	30,000	30,000	35,000	35,000
36334-0000	Marina rnt-local	163,898	160,000	160,000	170,000	170,000
36335-0000	Marina rnt-transient	95,490	90,000	90,000	90,000	90,000
36336-1150	FTB - Wild Planet	50,955	28,000	28,000	40,000	40,000

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
36336-1151	Caito	3,766	3,766	3,766	3,766	3,766
36336-1152	FTB - Coast Seafood	23,828	25,000	25,000	25,000	25,000
36336-1153	FTB - Restaurant	0	0	0	5,000	5,000
36336-1156	FTB - Coast Seafood Hoist Us	6,168	6,000	6,000	6,000	6,000
36336-1160	FTB - Ticket Booth	1,200	1,200	1,200	1,200	1,200
36336-1184	Wild Planet Hoist Usage	0	6,000	6,000	0	0
36336-1185	Wild Planet	10,440	11,000	11,000	11,000	11,000
36336-1186	Humb Seafood Unload.	4,200	4,200	4,200	4,200	4,200
36336-1187	Ralph Davis -1091 Boat moora	2,690	2,934	2,934	0	0
36336-1188	Hum Fishermens Marketing Ass	5,100	5,100	5,100	5,100	5,100
36336-1189	Humb Seafood Unload. Hoist U	6,000	6,000	6,000	6,000	6,000
36890-0000	Miscellaneous	1,025	0	0	0	0
36890-1251	Public Marina-Miscellaneous	5,912	5,000	5,000	5,000	5,000
	Subtotal	697,529	699,354	699,354	698,005	698,005
OTHER FINANCING SOURCES:						
39100-0000	Transfers In	0	174,283	174,283	224,283	224,283
39151-1075	ERA Merged Project Area	0	0	0	0	0
	Subtotal	0	174,283	174,283	224,283	224,283
TOTAL FUND 530		921,811	873,637	873,637	922,288	922,288
540	BUILDING FUND					
	LICENSES, PERMITS					
32211-0000	Building permits	283,651	315,000	315,000	345,000	345,000
32212-0000	Electrical permits	37,067	40,000	40,000	45,000	45,000
32213-0000	Plumbing permits	27,733	32,000	32,000	36,000	36,000
32214-0000	Mechanical permits	13,775	22,000	22,000	25,000	25,000
32224-0000	Seismic fees	0	0	0	0	0
32225-0000	BSC Fees	0	0	0	0	0
	Subtotal	362,226	409,000	409,000	451,000	451,000
	CHARGES FOR SERVICES:					
34231-0000	Plan check fees	134,931	100,000	100,000	100,000	100,000
34232-0000	Sp. inspections fees	5,378	10,000	10,000	10,000	10,000
34517-0000	CASp Recovered Revenue	11,583	10,000	10,000	12,000	12,000
34518-0000	Code Enforcement Cost Recove	0	25,000	25,000	25,000	25,000
34519-0000	Record Notice of Non-complia	94	0	0	0	0
34520-0000	Notice of Compliance	94	0	0	0	0
34611-0000	Medi-Can Scheduled Inspect	0	0	0	0	0
34811-0000	Housing Inspect	0	2,000	2,000	2,000	2,000
34910-0000	Printing chgs	684	0	0	0	0
	Subtotal	152,764	147,000	147,000	149,000	149,000
	FINES & FORFEITS:					
35261-0000	Code viol. restitution	951,952	280,000	280,000	280,000	280,000
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	0	0	0	0	0
36112-2000	Code Violation Finance Chrg	36,534	10,000	10,000	10,000	10,000
36199-0000	Change in FV of inv	0	0	0	0	0
36812-0000	Reimbursement	3,773	0	0	0	0
36890-0000	Miscellaneous	0	0	0	0	0
	Subtotal	40,307	10,000	10,000	10,000	10,000
TOTAL FUND 540		1,507,249	846,000	846,000	890,000	890,000
550	MUNICIPAL GOLF COURSE FUND					
	CHARGES FOR SERVICES:					
34318-0000	Project Salaries	0	0	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
36345-1117	Golf course	26,256	25,000	25,000	25,000	25,000
	Subtotal	26,256	25,000	25,000	25,000	25,000
TOTAL FUND 550		26,256	25,000	25,000	25,000	25,000
610 EQUIPMENT OPERATIONS FUND						
CHARGES FOR SERVICES:						
34615-0000	OES Reimbursements	0	0	0	0	0
34620-0000	Humboldt Bay Fire JPA	19,090	0	18,629	0	0
34820-0000	Equipment lease	1,493,345	2,207,682	2,207,682	2,000,488	2,000,488
	Subtotal	1,512,435	2,207,682	2,226,311	2,000,488	2,000,488
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
36815-0000	Compensation - property dama	939	0	9,417	0	0
36822-0000	Rebates	194	0	0	0	0
36825-0000	Recovered Revenue	0	0	0	0	0
36890-0000	Miscellaneous	1,175	0	3,047	0	0
	Subtotal	2,308	0	12,464	0	0
OTHER FINANCING SOURCES:						
39251-0000	Sale-City pers prop	0	0	0	0	0
39300-0000	Contributed Assets	0	0	0	0	0
	Subtotal	0	0	0	0	0
TOTAL FUND 610		1,514,743	2,207,682	2,238,775	2,000,488	2,000,488
625 RISK MANAGEMENT						
CHARGES FOR SERVICES:						
34840-0000	Liability ins chgs	904,040	917,500	917,500	917,500	917,500
34841-0000	Wrkr's comp. chgs	727,901	858,539	858,539	942,526	942,526
34842-0000	Property Insurance chgs	74,000	110,000	110,000	110,000	110,000
34853-0000	Retiree Grp Hlth/Life	152,014	145,000	145,000	145,000	145,000
	Subtotal	1,857,955	2,031,039	2,031,039	2,115,026	2,115,026
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
36820-0000	Refunds	0	0	0	0	0
36825-0000	Recovered Revenue	0	0	0	0	0
	Subtotal	0	0	0	0	0
OTHER FINANCING SOURCES:						
39100-0000	Transfers In	0	0	1,199,760	0	0
TOTAL FUND 625		1,857,955	2,031,039	3,230,799	2,115,026	2,115,026
630 INFORMATION TECHNOLOGY OPERATIONS						
INTERGOVERNMENTAL:						
33303-2000	Humboldt Bay Fire JPA	0	0	0	184,937	184,937
CHARGES FOR SERVICES:						
34820-0000	Equipment lease	1,171,693	1,301,406	1,301,406	916,437	916,437
34820-0010	Communications	123,958	146,519	146,519	138,464	138,464
34910-0000	Printing chgs	786	0	0	0	0
	Subtotal	1,296,437	1,447,925	1,447,925	1,054,901	1,054,901
MISCELLANEOUS:						
36110-0000	Pooled cash interest	0	0	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
36199-0000	Change in FV of inv	0	0	0	0	0
36890-0000	Miscellaneous	3	0	0	0	0
	Subtotal	3	0	0	0	0
TOTAL FUND 630		1,296,440	1,447,925	1,447,925	1,239,838	1,239,838
650 INTERNAL OPERATIONS						
CHARGES FOR SERVICES:						
34140-0001	Facilities Maintenance	0	776,197	776,197	0	0
34140-0002	General Admin.	1,996,808	1,567,694	1,567,694	1,615,820	1,616,820
34140-0003	General Government	1,013,259	1,291,483	1,291,483	1,285,945	1,285,945
34140-0004	Personnel reimbursement	4,144	0	0	0	0
34205-0000	City Attorney Fees	25,611	0	0	0	0
34206-0000	Humb Fire JPA-Finance Direct	0	0	0	0	0
	Subtotal	3,039,822	3,635,374	3,635,374	2,901,765	2,902,765
MISCELLANEOUS:						
36812-0000	Reimbursement	0	0	1,461	0	0
36820-0000	Refunds	0	0	18,538	0	0
36890-0000	Miscellaneous	0	0	8,393	0	0
	Subtotal	0	0	28,392	0	0
OTHER FINANCING SOURCES:						
39100-0000	Transfers In	0	0	500,050	0	0
TOTAL FUND 650		3,039,822	3,635,374	4,163,816	2,901,765	2,902,765
660 INTERNAL OPERATIONS						
CHARGES FOR SERVICES:						
34140-0001	Facilities Maintenance	0	0	0	715,386	721,386
OTHER FINANCING SOURCES:						
39101-0000	General Fund	0	0	0	250,000	250,000
TOTAL FUND 660		0	0	0	965,386	971,386
700 FIRE AND POLICE RETIREMENT FUND						
CHARGES FOR SERVICES:						
34830-1069	Fire	320,282	319,931	319,931	322,895	322,895
34830-1070	Police	77,164	77,164	77,164	77,214	77,214
	Subtotal	397,446	397,095	397,095	400,109	400,109
TOTAL FUND 700		397,446	397,095	397,095	400,109	400,109
TOTAL ALL CITY FUNDS		95,382,898	66,654,545	66,588,687	62,777,032	59,450,093

Revenues By Fund - Successor Agency Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
350 SUCCESSOR AGENCY - DEBT SERVICE						
<i>TAXES:</i>						
31110-1000	SA ROPS Revenue	2,990,270	4,153,116	4,153,116	3,538,027	3,538,027
<i>CHARGES FOR SERVICES:</i>						
34612-0000	Grant Administration	0	0	0	0	0
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	0	0	0	0	0
36166-0000	Series A 2010 bond interest	224	0	0	0	0
36167-0000	Series B 2010 bond interest	271	0	0	0	0
36199-0000	Change in FV of inv	0	0	0	0	0
	Subtotal	495	0	0	0	0
<i>OTHER FINANCING SOURCES:</i>						
39110-0000	Transfer In - Fund 450	67,126	0	0	0	0
TOTAL FUND 350		3,057,891	4,153,116	4,153,116	3,538,027	3,538,027
450 SUCCESSOR AGENCY - CAPITAL PROJECTS						
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	0	0	0	0	0
36167-0000	Series B 2010 bond interest	186	0	0	0	0
	Subtotal	186	0	0	0	0
TOTAL FUND 450		186	0	0	0	0
TOTAL ALL ERA FUNDS		3,058,077	4,153,116	4,153,116	3,538,027	3,538,027
GRAND TOTAL ALL FUNDS		98,440,975	70,807,661	70,741,803	66,315,059	62,988,120



Section F
Expenditures By Fund

Expenditures By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
110	GENERAL FUND					
	<i>GENERAL GOVERNMENT:</i>					
41500	Non-departmental	934,360	1,050,571	1,146,321	1,251,405	1,251,405
	<i>PUBLIC SAFETY:</i>					
42100	Police	9,446,954	11,126,462	10,614,376	11,150,546	11,321,823
42125	Police - Communication	1,195,680	1,552,600	1,459,315	1,610,853	1,627,349
42127	Police - POP	747,627	0	0	0	0
42201	Fire-Administration	3,331,183	6,208,546	6,233,811	6,333,825	6,333,825
42202	Fire-Prevention	245,529	0	0	0	0
42203	Fire-Suppression	3,300,928	0	0	0	0
42204	Marine 1	0	0	0	0	0
42205	Fire - Volunteer	406	0	0	0	0
42230	Emergency Oper Cnt	12,250	14,000	14,000	14,000	14,000
	Subtotal	18,280,557	18,901,608	18,321,502	19,109,224	19,296,997
	<i>PARKS & RECREATION:</i>					
44500	Facilities Operations	0	0	0	0	0
45110	Parks & Rec-Administration	902	542,386	488,960	356,784	362,140
45131	Rec-Administration	285,858	0	0	110,029	110,029
45132	Rec-Youth Programs	581,530	704,872	664,838	659,830	662,502
45133	Rec-Adult Programs	144,479	160,829	160,336	161,525	162,907
45135	Rec-Adorni Center	231,200	303,061	349,726	473,159	475,307
45140	Sequoia Park Zoo	926,995	1,060,614	1,059,424	1,122,535	1,131,363
45150	Parks	914,730	778,826	720,981	789,149	795,213
	Subtotal	3,085,694	3,550,588	3,444,265	3,673,011	3,699,461
	<i>PUBLIC WORKS:</i>					
44128	Admin	199,447	44,620	44,620	24,949	25,095
44130	Stormwater	107,429	152,945	134,087	226,903	228,810
44200	Streets/Alley M	521,338	445,355	443,689	637,196	640,720
44120	Engineering-Administration	104,259	252,073	250,169	230,943	232,863
44122	Engineering-Construction	131,421	0	0	0	0
44124	Engineering-Development	70,294	0	0	0	0
44125	Traffic/Signals	144,815	151,468	125,990	95,491	96,045
	Subtotal	1,279,003	1,046,461	998,555	1,215,482	1,223,533
	<i>DEVELOPMENT SERVICES:</i>					
44126	GIS Program	53,165	0	0	0	0
44510	Property management	113,645	0	0	0	0
46101	CD-Administration	244,329	847,266	703,607	1,413,220	1,431,590
46102	CD-Curr Plan/Permit	200,071	0	0	0	0
46103	CD-Long Range Plan	51,218	0	0	0	0
46104	CD-Enforcement	47,806	0	0	0	0
46105	CD-Environmental	117,744	0	0	0	0
	Subtotal	827,978	847,266	703,607	1,413,220	1,431,590
46510	<i>ECONOMIC DEVELOPMENT</i>	108,924	424,268	414,656	0	0
	<i>PROJECTS</i>	334,027	425,168	135,900	475,000	123,000

Expenditures By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
	<i>DEBT SERVICE</i>	151,565	281,107	281,107	129,542	129,542
	<i>OTHER FINANCING USES</i>	0	0	1,135,000	500,000	500,000
TOTAL FUND 110		25,002,108	26,527,037	26,580,913	27,766,884	27,655,528
112 DONATIONS						
<i>GENERAL GOVERNMENT:</i>						
41500	Non-departmental	17,500	33,980	29,355	13,695	0
<i>PUBLIC SAFETY:</i>						
42100	Police	4,000	64,000	64,000	66,801	0
<i>PARKS & RECREATION:</i>						
45150	Parks	0	9,600	9,600	15,713	0
	<i>PROJECTS</i>	3,734,029	0	0	0	0
TOTAL FUND 112		3,755,529	107,580	102,955	96,209	0
120 MEASURE "O"						
<i>PUBLIC SAFETY:</i>						
42100	Police	77,164	0	0	0	0
42201	Fire-Administration	0	0	0	0	0
42203	Fire-Suppression	320,282	0	0	0	0
	Subtotal	397,446	0	0	0	0
<i>PUBLIC WORKS:</i>						
44200	Streets/Alley M	0	0	0	0	0
	<i>DEBT SERVICE</i>	129,541	0	0	0	0
	<i>OTHER FINANCING USES</i>	3,527,700	4,241,142	4,241,142	0	0
TOTAL FUND 120		4,054,687	4,241,142	4,241,142	0	0
205 HUD/CDBG ADMINISTRATION-PRIOR YEARS						
<i>ECONOMIC DEVELOPMENT:</i>						
46510	Administration-E.D.	30,135	260,000	50,000	205,000	0
	<i>OTHER FINANCING USES</i>	35,878	0	0	0	0
TOTAL FUND 205		66,013	260,000	50,000	205,000	0

Expenditures By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
224	SB 1435 STATE HIGHWAY ACCOUNT FUND					
	<i>PUBLIC WORKS:</i>					
44125	Traffic/Signals	6,137	13,500	13,500	0	0
44200	Streets/Alley M	0	0	0	0	0
	Subtotal	6,137	13,500	13,500	0	0
	<i>PROJECTS</i>	394,079	342,125	265,000	200,000	0
	TOTAL FUND 224	400,216	355,625	278,500	200,000	0
225	SB 45 STATE HIGHWAY FUNDS					
	<i>PROJECTS</i>	166,014	81,761	50,000	0	0
	TOTAL FUND 225	166,014	81,761	50,000	0	0
226	CALTRANS NON-FREEWAY					
	<i>PROJECTS</i>	492,435	1,602,628	41,375	1,500,000	0
	TOTAL FUND 226	492,435	1,602,628	41,375	1,500,000	0
227	TRANSPORTATION CONGESTION IMPROVEMENT FUND					
	<i>PUBLIC WORKS</i>					
44125	Traffic/Signals	0	10,000	0	0	0
	<i>PROJECTS</i>	589,037	94,369	20,900	0	0
	TOTAL FUND 227	589,037	104,369	20,900	0	0
229	GAS TAX FUNDS - 2105, 2106 and 2107					
	<i>PUBLIC WORKS</i>					
44125	Traffic/Signals	163,898	188,697	163,824	128,753	129,376
44130	Stormwater	52,536	55,208	81,401	0	0
44200	Streets/Alley M	495,942	465,193	463,394	430,784	434,993
	Subtotal	712,376	709,098	708,619	559,537	564,369
	<i>PROJECTS</i>	135,639	212,700	149,215	65,300	0
	<i>OTHER FINANCING USES</i>	0	0	32,020	0	0
	TOTAL FUND 229	848,015	921,798	889,854	624,837	564,369
230	HABITAT ACQUISITION AND RESTORATION FUND					
	<i>PROJECTS</i>	128,403	130,906	0	95,000	0
	TOTAL FUND 230	128,403	130,906	0	95,000	0

Expenditures By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
232	ENVIRONMENTAL PROGRAMS FUND					
	<i>PARKS & RECREATION:</i>					
44505	Environmental Programs	74,178	61,148	61,148	42,823	42,823
	TOTAL FUND 232	74,178	61,148	61,148	42,823	42,823
233	SPECIAL POLICE REVENUE FUND - DRUG ASSET FORFEITURES					
	<i>PUBLIC SAFETY:</i>					
42100	Police	99,173	350,000	50,000	515,000	515,000
	TOTAL FUND 233	99,173	350,000	50,000	515,000	515,000
234	SPECIAL POLICE REVENUE FUND - GRANTS					
	<i>PUBLIC SAFETY:</i>					
42100	Police	24,672	11,654	11,481	0	0
	<i>PROJECTS</i>	0	0	0	0	0
	TOTAL FUND 234	24,672	11,654	11,481	0	0
235	SPECIAL POLICE REVENUE FUND - GRANTS					
	<i>PUBLIC SAFETY:</i>					
42100	Police	4,669	0	3,846	0	0
	TOTAL FUND 235	4,669	0	3,846	0	0
236	SPECIAL POLICE REVENUE FUND - SLES (COPS)					
	<i>PUBLIC SAFETY:</i>					
42100	Police	234,028	97,500	28,000	167,818	167,818
	TOTAL FUND 236	234,028	97,500	28,000	167,818	167,818
237	SPECIAL POLICE REVENUE FUND - TRAFFIC OFFENDER					
	<i>PUBLIC SAFETY:</i>					
42100	Police	87,689	162,061	98,257	0	0
	TOTAL FUND 237	87,689	162,061	98,257	0	0
238	ABANDONED VEHICLE ABATEMENT FUND					
	<i>PUBLIC SAFETY:</i>					
42100	Police	0	32,088	32,088	29,552	29,552
	TOTAL FUND 238	0	32,088	32,088	29,552	29,552

Expenditures By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
239	PARKING					
	<i>PUBLIC SAFETY:</i>					
42126	Police	91,287	104,902	65,954	27,387	27,534
	<i>PUBLIC WORKS:</i>					
44125	Traffic/Signals	14,667	16,540	17,507	20,453	20,661
44200	Streets/Alley M	38,402	43,297	43,499	44,754	45,362
44122	Engineering - Construction	1,294	0	0	60,000	0
	<i>PROJECTS</i>	13,784	15,000	15,000	15,000	62,000
	<i>DEBT SERVICE</i>	0	0	0	0	0
	<i>OTHER FINANCING USES</i>	0	0	7,350	0	0
	TOTAL FUND 239	159,434	179,739	149,310	167,594	155,557
241	STREETS IMPROVEMENTS					
	<i>PROJECTS</i>	0	0	0	250,000	250,000
	TOTAL FUND 242	0	0	0	250,000	250,000
242	DEMOLITION PROJECTS FUND					
	<i>PROJECTS</i>	271,943	137,009	50,000	50,000	0
	TOTAL FUND 242	271,943	137,009	50,000	50,000	0
260	AIRPORT FUND					
	<i>DEVELOPMENT SERVICES:</i>					
44520	Airport	38,247	124,940	75,447	119,412	69,912
46101	Airport	0	0	0	5,926	6,072
	TOTAL FUND 260	38,247	124,940	75,447	125,338	75,984
265	HAZARDOUS MATERIALS RESPONSE FUND					
	<i>PUBLIC SAFETY:</i>					
42225	Haz/Mat Resp. Team	27,625	0	0	0	0
	TOTAL FUND 265	27,625	0	0	0	0
266	CPR TRAINING CENTER					
	<i>PUBLIC SAFETY:</i>					
42200	CPR Training Center	20,263	0	0	0	0
	TOTAL FUND 266	20,263	0	0	0	0

Expenditures By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
273	CDBG FUND					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	210,121	858,189	364,783	0	0
	TOTAL FUND 273	210,121	858,189	364,783	0	0
275	CDBG GENERAL ALLOCATION					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	0	72,000	0	72,000	0
	TOTAL FUND 273	0	72,000	0	72,000	0
276	HOME PROGRAM FUND					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	0	1,020,000	0	1,066,000	0
	TOTAL FUND 276	0	1,020,000	0	1,066,000	0
277	HOUSING RLF CDBG PROGRAM INCOME					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	1,419	50,000	50,000	50,000	50,000
	<i>OTHER FINANCING USES</i>	426,103	0	0	0	0
	TOTAL FUND 277	427,522	50,000	50,000	50,000	50,000
278	CALHOME OOR GRANT - HOUSING FUND					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	0	30,000	0	99,850	0
	TOTAL FUND 278	0	30,000	0	99,850	0
283	ECONOMIC DEVELOPMENT FUND					
	<i>ECONOMIC DEVELOPMENT:</i>					
46510	Administration-E.D.	2,470,109	4,805,455	2,657,529	2,147,926	0
	TOTAL FUND 283	2,470,109	4,805,455	2,657,529	2,147,926	0
285	RENTAL REHABILITATION FUND					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	0	0	106,000	0	0
	TOTAL FUND 285	0	0	106,000	0	0
291	HOUSING FUND					

Expenditures By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
<i>DEVELOPMENT SERVICES:</i>						
46310	Housing	6,274	61,000	5,000	66,000	66,000
TOTAL FUND 291		6,274	61,000	5,000	66,000	66,000
296 HOUSING FUND						
<i>DEVELOPMENT SERVICES:</i>						
46310	Housing	145,922	398,876	190,036	455,075	157,927
<i>OTHER FINANCING USES</i>						
		0	0	600	0	0
TOTAL FUND 296		145,922	398,876	190,636	455,075	157,927
500 WATER FUND						
<i>GENERAL GOVERNMENT:</i>						
41430	Finance	234,330	252,497	239,901	352,458	357,577
<i>PUBLIC WORKS:</i>						
44370	Water Distrib Maint	1,999,351	1,485,591	1,449,764	1,557,291	1,568,695
44420	Water Treatment	3,045,658	3,801,073	3,677,851	3,841,893	3,847,368
44120	Engineering - Administration	128,547	270,756	339,467	389,050	393,685
44122	Engineering - Construction	319,390	0	0	0	0
44124	Engineering - Development	64,521	0	0	0	0
44126	Engineering - Development	40,631	44,778	45,293	770	770
44128	Engineering - Administration	70,277	125,289	153,842	212,066	214,612
Subtotal		5,668,375	5,727,487	5,666,217	6,001,070	6,025,130
<i>DEVELOPMENT SERVICES:</i>						
46101	GIS Program	0	0	0	44,785	45,923
<i>PROJECTS</i>						
		35,345	112,000	32,000	169,400	79,000
<i>DEBT SERVICE</i>						
		908,524	1,765,015	1,765,015	1,766,548	1,406,382
<i>OTHER FINANCING USES</i>						
		5,255,728	0	144,230	0	0
TOTAL FUND 500		12,102,302	7,856,999	7,847,363	8,334,261	7,914,012
501 WATER CAPITAL PROJECTS FUND						
<i>PROJECTS</i>						
		0	1,118,070	320,000	3,470,000	721,000
<i>OTHER FINANCING USES</i>						
		0	0	0	0	0
TOTAL FUND 501		0	1,118,070	320,000	3,470,000	721,000

Expenditures By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
510	WASTEWATER OPERATING FUND					
	<i>GENERAL GOVERNMENT:</i>					
41430	Finance	228,242	254,182	241,586	307,283	311,622
	<i>PUBLIC WORKS:</i>					
44380	Sewer Collect Maint	1,803,692	1,564,610	1,582,336	1,664,241	1,677,739
44430	Wastewater Treatment	2,682,060	3,376,722	3,274,423	3,529,186	3,547,971
44120	Engineering-Administration	117,719	307,471	338,681	387,232	391,867
44122	Engineering-Construction	317,955	0	0	0	0
44124	Engineering-Development	82,565	0	0	0	0
44126	Engineering-Development	40,630	44,782	45,297	770	770
44128	GIS Program	64,796	126,119	111,605	212,080	214,626
	Subtotal	5,109,417	5,419,704	5,352,342	5,793,509	5,832,973
	<i>DEVELOPMENT SERVICES:</i>					
46101	GIS Program	0	0	0	44,785	45,923
	<i>PROJECTS</i>	416	112,000	32,000	68,400	0
	<i>DEBT SERVICE</i>	875,028	1,298,876	1,298,876	1,296,997	1,293,581
	<i>OTHER FINANCING USES</i>	99,338	0	239,100	0	0
	TOTAL FUND 510	6,312,441	7,084,762	7,163,904	7,510,974	7,484,099
512	WASTEWATER CAPITAL PROJECT FUND					
	<i>PUBLIC WORKS:</i>					
44430	Wastewater Treatment	0	0	0	0	0
	<i>PROJECTS</i>	(238,983)	5,708,242	2,493,268	5,805,000	3,641,000
	<i>OTHER FINANCING USES</i>	19,250,344	0	0	0	0
	TOTAL FUND 512	19,011,361	5,708,242	2,493,268	5,805,000	3,641,000
520	TRANSIT FUND					
	<i>TRANSIT:</i>					
41470	Transit-gen public	1,688,727	1,586,892	1,418,076	1,471,375	1,471,375
41471	Paratransit	451,532	469,200	469,156	442,500	442,500
	Subtotal	2,140,259	2,056,092	1,887,232	1,913,875	1,913,875
	<i>PROJECTS</i>	0	127,014	64,866	0	0
	TOTAL FUND 520	2,140,259	2,183,106	1,952,098	1,913,875	1,913,875
530	HUMBOLDT BAY OPERATING FUND					

Expenditures By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
<i>PARKS & RECREATION:</i>						
44440	Harbor-Maintenance	907,542	616,918	615,535	617,132	621,945
44441	Harbor-Public Marina	106,842	206,300	206,231	209,252	210,130
	Subtotal	1,014,384	823,218	821,766	826,384	832,075
<i>PUBLIC WORKS</i>						
44124	Engineering - Development	3,735	0	0	0	0
	Subtotal	3,735	0	0	0	0
<i>DEVELOPMENT SERVICES:</i>						
44510	Property Management	6,015	6,706	6,713	0	0
46101	Property Management	0	0	0	6,760	6,906
	<i>DEBT SERVICE</i>	80,512	174,283	174,283	174,282	174,282
	<i>PROJECTS</i>	20,373	100,000	100,000	100,000	21,000
	<i>OTHER FINANCING USES</i>	0	0	27,300	0	0
	TOTAL FUND 530	1,125,019	1,104,207	1,130,062	1,107,426	1,034,263
540	BUILDING FUND					
<i>PUBLIC WORKS:</i>						
46200	Building	1,264,744	634,222	622,655	593,013	600,011
46250	Code Enforcement	11,015	131,513	112,456	131,341	133,016
	Subtotal	1,275,759	765,735	735,111	724,354	733,027
	<i>PROJECTS</i>	9,704	0	0	0	0
	<i>OTHER FINANCING USES</i>	0	0	34,930	0	0
	TOTAL FUND 540	1,285,463	765,735	770,041	724,354	733,027
550	MUNICIPAL GOLF COURSE FUND					
<i>DEVELOPMENT SERVICES:</i>						
44510	Property management	13,010	6,759	6,766	3,759	3,759
46101	Property management	0	0	0	3,002	3,148
	<i>PROJECTS</i>	0	120,453	120,453	80,000	0
	TOTAL FUND 550	13,010	127,212	127,219	86,761	6,907
610	EQUIPMENT OPERATIONS FUND					
<i>PUBLIC WORKS:</i>						
44360	Equipment Operations	1,626,059	2,185,852	2,178,702	2,000,494	2,011,800
	<i>PROJECTS</i>	0	0	0	0	13,000

Expenditures By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
	<i>OTHER FINANCING USES</i>	0	0	62,690	0	0
	TOTAL FUND 610	1,626,059	2,185,852	2,241,392	2,000,494	2,024,800
625	RISK MANAGEMENT FUND					
	<i>GENERAL GOVERNMENT:</i>					
41412	Liability	716,688	1,010,000	1,010,000	890,570	890,570
41413	Workers' Comp	831,310	854,000	854,000	937,813	937,813
41415	Employee Benefits	145,494	145,000	145,000	145,000	145,000
	Subtotal	1,693,492	2,009,000	2,009,000	1,973,383	1,973,383
625	TOTAL FUND 625	1,693,492	2,009,000	2,009,000	1,973,383	1,973,383
630	INFORMATION TECHNOLOGY OPERATIONS					
	<i>GENERAL GOVERNMENT:</i>					
41435	City Clerk	1,128,430	1,291,057	1,171,595	1,144,852	1,150,113
	<i>DEBT SERVICE</i>	4,835	0	0	60,402	60,402
	<i>OTHER FINANCING USES</i>	0	0	16,590	0	0
	TOTAL FUND 630	1,133,265	1,291,057	1,188,185	1,205,254	1,210,515
650	INTERNAL OPERATIONS					
	<i>GENERAL GOVERNMENT:</i>					
41100	City Council	123,714	121,700	124,224	114,566	118,675
41300	Mayor	26,599	29,472	30,855	30,094	31,488
41400	City Manager	280,942	279,110	287,531	298,612	302,043
41410	Human Resources	446,236	508,471	518,600	532,394	540,832
41420	City Clerk	255,149	268,048	273,714	280,282	282,969
41430	Finance	635,922	577,775	595,724	646,429	654,807
41450	City Att-Legal Svcs	453,946	575,273	534,857	562,391	568,907
41500	Non-departmental	502,645	443,583	443,583	427,986	427,986
	Subtotal	2,725,153	2,803,432	2,809,088	2,892,754	2,927,707
	<i>PARKS & RECREATION:</i>					
44500	Facilities Operations	579,908	741,552	675,281	0	0
	<i>PROJECTS</i>	42,037	0	0	0	0
	TOTAL FUND 650	3,347,098	3,544,984	3,484,369	2,892,754	2,927,707
660	INTERNAL OPERATIONS					
	<i>PARKS & RECREATION:</i>					
44500	Facilities Operations	0	0	0	715,012	721,740
	<i>PROJECTS</i>	0	0	0	250,000	250,000
	TOTAL FUND 650	0	0	0	965,012	971,740

Expenditures By Fund - City Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
700	FIRE AND POLICE RETIREMENT FUND					
	<i>GENERAL GOVERNMENT:</i>					
41415	Pension Trust	439,426	397,095	397,095	400,109	400,109
	TOTAL FUND 700	<u>439,426</u>	<u>397,095</u>	<u>397,095</u>	<u>400,109</u>	<u>400,109</u>
TOTAL ALL CITY FUNDS		<u>90,033,521</u>	<u>78,160,826</u>	<u>67,313,160</u>	<u>74,182,563</u>	<u>62,686,995</u>

Expenditures By Fund - Successor Agency Funds



Acct. No.	Description	2014-15 Actual	2015-16 Amended Budget	2015-16 Estimated Actual	2016-17 Budget	2017-18 Budget
350	SUCCESSOR AGENCY - DEBT SERVICE					
	<i>SUCCESSOR AGENCY:</i>					
46410	Redevel. Admin.	250,000	250,000	250,000	250,000	250,000
	<i>DEBT SERVICE</i>	1,534,016	3,022,731	3,022,731	3,013,739	3,015,299
	<i>OTHER FINANCING USES</i>	0	880,385	880,385	274,283	274,283
	TOTAL FUND 350	1,784,016	4,153,116	4,153,116	3,538,022	3,539,582
450	SUCCESSOR AGENCY - CAPITAL PROJECTS					
	<i>SUCCESSOR AGENCY:</i>					
46430	Redevel. agreements	57,718	0	0	0	0
	<i>PROJECTS</i>	84,666	265,815	150,000	0	0
	<i>OTHER FINANCING USES</i>	67,126	0	0	0	0
	TOTAL FUND 450	209,510	265,815	150,000	0	0
TOTAL ALL ERA FUNDS		1,993,526	4,418,931	4,303,116	3,538,022	3,539,582
GRAND TOTAL ALL FUNDS		92,027,047	82,579,757	71,616,276	77,720,585	66,226,577



Section G
Projects By Fund

Projects By Fund - CITY FUNDS



FUND #(s)	FUND DESCRIPTION	2015-16 Projected	2016-17 Budget	2017-18 Budget
110	GENERAL FUND			
	<u>PJ # Name</u>			
	517 GENERAL PLAN UPDATE	88,000	450,000	-
	561 H STREET STORM DRAIN	47,900	-	-
	578 ENGINEERING & ENVIRONMENTAL PROJECTS RESERVE FOR CIP PROJECTS	-	25,000	-
				123,000
	SUBTOTAL GENERAL FUND	135,900	475,000	123,000
224	SAFETEA-LU			
	<u>PJ # Name</u>			
	536 MICRO SURFACING	143,500	100,000	-
	545 PAVEMENT MAINTENANCE	106,500	100,000	-
	SUBTOTAL SAFETEA-LU	250,000	200,000	-
225	SB 45 ST HGHWY FUNDS			
	<u>PJ # Name</u>			
	398 WATERFRONT DRIVE G TO J STREETS	50,000	-	-
	SUBTOTAL SB 45 ST HGHWY FUNDS	50,000	-	-
226	CALTRANS NON-FREEWAY FUND			
	<u>PJ # Name</u>			
	464 EWFT PHASE A	30,000	-	-
	574 EWFT RIGHT-OF-WAY	11,375	-	-
	575 EWFT CONTRUCTION	-	1,500,000	-
	SUBTOTAL CALTRANS NON-FREEWAY FUND	41,375	1,500,000	-
227	STATE FUNDED ROAD MAINTENANCE			
	<u>PJ # Name</u>			
	559 PEDESTRIAN SAFETY & OUTREACH	20,900	-	-
	SUBTOTAL STATE FUNDED ROAD MAINTENANCE	20,900	-	-
229	HIGHWAY USERS TAX			
	<u>PJ # Name</u>			
	529 SOUTH GATEWAY	20,000	-	-
	539 SIDEWALK REPAIR	52,215	65,300	-
	561 H STREET STORM DRAIN	37,000	-	-
	SUBTOTAL HIGHWAY USERS TAX	109,215	65,300	-
230	HABITAT ACQ. & RESTORATION FUND			
	<u>PJ # Name</u>			
	486 PALCO MARSH	-	95,000	-
	SUBTOTAL HABITAT ACQ. & RESTORATION FUND	-	95,000	-
239	PARKING			
	<u>PJ # Name</u>			
	520 PARKING LOT MAINTENANCE RESERVE FOR CIP PROJECTS	15,000 -	15,000 -	- 62,000
	SUBTOTAL PARKING	15,000	15,000	62,000

Projects By Fund - CITY FUNDS



FUND #(s)	FUND DESCRIPTION	2015-16 Projected	2016-17 Budget	2017-18 Budget
241 STREETS IMPROVEMENTS				
PJ #	Name			
	RESERVE FOR CIP PROJECTS	-	250,000	250,000
SUBTOTAL STREETS IMPROVEMENTS		-	250,000	250,000
242 DEMOLITION PROJECTS FUND				
PJ #	Name			
89	SQUIRES VS. CITY OF EUREKA	50,000	50,000	-
SUBTOTAL DEMOLITION PROJECTS FUND		50,000	50,000	-
500/501 WATER CAPITAL PROJECTS				
PJ #	Name			
394	RESERVOIR MAINTENANCE & SECURITY PROJECT	25,000	-	-
484	WATER IMPROVEMENTS	10,000	420,000	515,000
517	GENERAL PLAN UPDATE	32,000	48,400	-
557	MAD RIVER PIPELINE PHASE 6	240,000	3,000,000	-
571	MAD RIVER PIPELINE FAILURE	45,000	-	-
578	ENGINEERING & ENVIRONMENTAL PROJECTS	-	20,000	-
587	CAL. REDWOOD COMPANY UTILITY EXTENSION	-	90,000	-
588	CORROSION CONTROL - WATER TANKS	-	11,000	66,000
589	LUNDBAR HILLS BOOSTER STATION REHAB.	-	50,000	206,000
	RESERVE FOR CIP PROJECTS	-	-	13,000
SUBTOTAL WATER CAPITAL PROJECTS		352,000	3,639,400	800,000
510/512 WASTEWATER CAPITAL PROJECTS				
PJ #	Name			
433	CROSSTOWN INTERCEPTOR	-	-	83,000
445	SCADA PROGRAM	500,561	-	-
462	COGENERATION UPGRADE	50,000	1,400,000	-
475	WASTEWATER OUTFALL & REPAIR	-	-	-
477	BIOSOLIDS DEWATERING	7,000	-	-
502	WASTEWATER FACILITIES PLAN PHASE 4	10,000	-	-
514	SEWER IMPROVEMENTS	-	-	-
517	GENERAL PLAN UPDATE	32,000	48,400	-
519	MARTIN SLOUGH FORCE MAIN	252,500	-	-
528	MARTIN SLOUGH COLLECTOR	1,071,161	-	-
542	PRIMARY CLARIFIER REHABILITATION	-	-	1,430,000
555	HILFIKER LIFT STATION	392,046	-	-
558	MCC UPGRADES	50,000	775,000	-
564	INFILTRATION & INFLOW	150,000	1,000,000	1,030,000
565	LAND APPLICATION PERMITTING	10,000	-	-
578	ENGINEERING & ENVIRONMENTAL PROJECTS	-	20,000	-
579	COLLECTION SYSTEM MAINTENANCE	-	500,000	516,000
580	WW LIFT STATION IMPROVEMENTS	-	35,000	206,000
581	TRICKLING FILTER PUMPS	-	100,000	-
582	WW FACILITIES PLAN PHASE 5	-	155,000	-
583	WATER PUMPS	-	30,000	-
584	ELK RIVER DIGESTER COVER REPAIR	-	1,500,000	-
585	OVERFLOW MARSH STRUCTURE MAIN	-	50,000	260,000
586	BIOSOLIDS DEWATERING FACILITY	-	100,000	103,000
587	CAL. REDWOOD COMPANY UTILITY EXTENSION	-	60,000	-
	RESERVE FOR CIP PROJECTS	-	100,000	13,000
SUBTOTAL WASTEWATER CAPITAL PROJECTS		2,525,268	5,873,400	3,641,000
530 HUMBOLDT BAY FUND				
PJ #	Name			
566	HARBOR DREDGING	-	100,000	-
	RESERVE FOR CIP PROJECTS	-	-	21,000
SUBTOTAL HUMBOLDT BAY FUND		-	100,000	21,000

Projects By Fund - CITY FUNDS



FUND #(s)	FUND DESCRIPTION	2015-16 Projected	2016-17 Budget	2017-18 Budget
550	GOLF COURSE FUND			
	<u>PJ # Name</u>			
	494 GOLF COURSE IMPROVEMENTS	120,453	80,000	-
	SUBTOTAL GOLF COURSE FUND	<u>120,453</u>	<u>80,000</u>	<u>-</u>
610	EQUIPMENT OPERATIONS			
	<u>PJ # Name</u>			
	RESERVE FOR CIP PROJECTS	-	-	13,000
	SUBTOTAL EQUIPMENT OPERATIONS	<u>-</u>	<u>-</u>	<u>13,000</u>
660	FACILITIES OPERATIONS			
	<u>PJ # Name</u>			
	RESERVE FOR CIP PROJECTS	-	250,000	250,000
	SUBTOTAL FACILITIES OPERATIONS	<u>-</u>	<u>250,000</u>	<u>250,000</u>
	TOTAL PROJECTS	<u>3,670,111</u>	<u>12,593,100</u>	<u>5,160,000</u>

Section H
Budget Reference

Budget Reference Materials



OVERVIEW

The following materials are included in this section to facilitate the reader's understanding of the Financial Plan document and preparation process:

- Frequently Asked Questions
- Budget Calendar
- Budget Policies and Practices
- Appropriations Limits
- Fund Structure Chart
- Glossary of Terms - The Annual Budget contains a number of terms that may be used in a manner unique to public finance or the City's budgetary process. The purpose of the Budget Glossary is to provide common terminology in discussing the City's financial operations.

Frequently Asked Questions



What is the biggest budget issue facing the City in the coming year?

As has been the case for a number of years, the most difficult budget issue facing the City is identifying adequate resources to fund an ongoing deferred maintenance program. Past budget messages have highlighted the issue of the lack of discretionary funds for maintenance purposes. Securing permanent funding for on-going operating expenditures will be a continuing challenge as the City sees funds taken away by the State as a way to reduce their budget deficits. Another issue is continued oversight of Measure O expenditures.

Why is it necessary to have reserves?

Sufficient levels of unreserved Working Capital can help to ensure the continued orderly operation of government and the provision of services to residents. The maintenance of such stability is important when considering the possible effects of external influences, such as an economic downturn, on the government's financial condition. Those governments that have recognized the economic uncertainty facing governments, and that have had the foresight to develop adequate financial resources in response to this uncertainty, will be able to deal much better with the consequences of a slowing economy than those who have not. Also a Working Capital reserve may also be legally required, such as by bond indenture. Each city has its own method for calculating its minimum Working Capital reserve. Some use from as little as 3% to as much as 20% of their operating budget. The City calculates its minimum Working Capital reserve as 60 days of the operating budget.

What are the major General Fund revenues?

The largest source of revenue for the City's General Fund is sales tax, representing approximately 63% of total General Fund revenues. Representing less than 10% each are the Transient Occupancy Tax at 9% and property taxes at 8%.

What is the General Fund's largest expense?

\$12,761,399 or 46% of General Fund operating expenditures is spent on police services; this represents the largest operating budget of the City. Next is the fire services operating budget \$6,347,825 or 23% of General Fund operating expenditures.

FY2016-17 Budget Preparation Calendar



Date	Task	Staff
February 16, 2016	Presentation of 2015-16 Mid-year Budget Report & CIP	Finance, PW, CM
February 26, 2016	Submit project forms to Finance	Engineering, PW
February 26, 2016	Departments turn in Fee Schedule changes	Departments
Feb 29 - Mar 4	Analyze Cost Allocation	Departments, CM, Finance
March 11, 2016	All Departments submit complete packets of 2016-17 operating budget requests, all other accompanying materials including service alternatives	Departments
March 11, 2016	Departments turn in budget document narrative, goals & objectives, etc.	Finance, Departments
March 14, 2016	Finance Advisory Committee Meeting to recommend fee schedule	Departments
March 15, 2016	Present the 2016-17 Fee Schedule to Council	Departments
March 17 - 23	Departments and accountants meet to review certain revenue projections	Finance, Departments
March 16, 2016	Finance, Personnel & City Manager review personnel service alternatives	CM, Finance, Personnel
March 17 - 23	Departments, Finance & City Manager review operating budgets and service alternatives.	Departments, CM, Finance, Personnel
April 5, 2016	Present the 2016-17 Fiscal Year Budget to Council	CM, Finance, Departments, City Council
April 20, 2016	Special Council meeting for Budget Workshop (1 of 2 - General Fund)	CM, Finance, Departments, City Council
April 28, 2016	Special Council meeting for Budget Workshop (2 of 2 - Other Funds)	CM, Finance, Departments, City Council
May 3, 2016*	Regular Meeting - Council adopts budget	CM, City Council

*Tentative

Budget Policies & Practices



The City Council has adopted a set of budgetary and financial policies as recommended by the Finance Advisory Committee. These policies are presented below, along with other long-standing policies.

GENERAL

Budget decisions will be driven by City Council vision, values and priorities.

The City Manager will provide a financial impact analysis of all policy initiatives, service changes and new projects.

CITIZEN INVOLVEMENT

Citizen involvement shall be encouraged in the annual budget decision making process through public hearings.

BUDGET SYSTEM

The City will maintain a budget control system to adhere to the budget.

Decision making for capital improvements will be coordinated with the operating budget to make effective use of the City's limited resources for operating and maintaining facilities.

OPERATING BUDGETS

The City uses a program budget. The program level is the lowest level in the organization for which budgets are prepared. Each program's budget will include financing and spending plans.

Each program will also propose an annual performance plan. The plan must identify ongoing program objectives and corresponding indicators which measure performance. The plan should also include specific project objectives which have results during the budget year. All performances at the program level must meet the budget goals and policies established by the City Council.

Department and program managers will not exceed the Council-approved appropriations for operating budgets.

CAPITAL IMPROVEMENTS

The City will actively pursue grant and other outside funding sources for all capital improvement projects.

The City will undertake to maintain all of its assets at a level adequate to protect the City's capital infrastructure and to minimize future maintenance and replacement costs.

The City will use a five-year Capital Improvement Plan (CIP) to systematically plan, schedule, and finance capital projects as determined by the City Council. The CIP will include major ongoing maintenance and rehabilitation costs to existing infrastructure and facilities, as well as the cost of new facilities or capital improvements.

Whenever the City finances capital projects by issuing long-term debt, it will repay the debt within a period not to exceed the expected useful life of the project.

Budget Policies & Practices



WORKING CAPITAL (RESERVES)

Unappropriated revenues and Working Capital in governmental funds at the end of each fiscal year will be appropriated for future use into a "Reserve for Working Capital."

The appropriation of carryover Working Capital must be approved judiciously. This should ensure that recurring expenditures will be budgeted only to the extent that recurring revenue streams exist.

STABILIZATION FUNDS (RESERVES)

General Fund

The General Fund Working Capital (Reserves) should be adequate to handle extraordinary unbudgeted expenditures and economic downturns, which could cause revenues to come in lower than estimated. The minimum Working Capital should be 60 days of the operating expenditures, not including designated or reserved components of Working Capital (approximately \$4.2 million for 2016-17). All budgetary decisions will be viewed in light of this goal. The City shall undertake to reach this goal by budgeting a minimum of \$250,000 per year to increase the Working Capital until the goal is reached.

Once this goal is attained, should the Working Capital fall below 60 days of operating expenditures, a plan for expenditure reductions and/or revenue increases shall be submitted to the City Council via the Finance Advisory Committee. If, at the end of a fiscal year, the Working Capital falls below 60 days of operating expenditures, then the City shall rebuild the balance within one year.

If the Working Capital exceeds 60 days of operating expenditures, the difference may be used to fund the following activities:

- One-time capital expenditures which do not increase ongoing City costs
- Other one-time costs
- Capital maintenance projects
- To increase reserves

A minimum of \$50,000 will be allocated on an annual basis to be deposited in the Contingency Reserve Fund to fund ongoing capital maintenance.

The 2016-17 budget does not include the \$250,000 increase to working capital, nor the \$50,000 for the contingency reserve, but does include \$250,000 for street improvements, and \$250,000 for facilities improvements.

Enterprise Funds

Appropriate levels of contingency funds will be determined and maintained in the City's enterprise funds. As with the General Fund, an amount approximating 60 days of operating expenditures should be maintained in the City's Water, Wastewater, Transit, Harbor, Building and Golf Course funds. Those amounts are \$1,068,518, \$1,026,311, \$319,617, \$139,135, \$120,967, and \$1,129 respectively. Equity balances will also include amounts to be used for future capital projects.

Budget Policies & Practices



The City will establish reserves to comply with the terms and conditions of the debt instruments and grants used to finance capital projects. Current reserve requirements are listed below.

California Department of Boating and Waterways Loan: The City is required to deposit annually: \$20,000 into a Dredging Reserve Fund for the term of the Loan Contract (until 2028) to pay for the cost of a five year dredging cycle program; \$100,000 into a Debt Service Reserve Fund until the balance equals (including interest earned thereon) \$1,000,000; \$30,000 annually into a Capital Improvement Reserve for the term of the Loan Contract to pay for all anticipated costs of berth replacement and other normally occurring capital improvements within the project area (Small Boat Basin).

Internal Service Funds

The City will maintain adequate reserves to fund claims and increased costs in Risk Management Fund that houses the Workers Compensation, Liability and Group Health and Benefits insurance benefits. Adequate reserves are estimated to be:

Risk Management Fund \$1,000,000

The City will maintain adequate reserves to fund scheduled vehicle maintenance and replacement in the Equipment Operations Fund.

The City will maintain adequate reserves to fund scheduled computer maintenance and replacement in the Information Technology Operations Fund.

REVENUES AND FEES:

The City will endeavor to maintain a diversified and stable revenue base to minimize the effects of economic fluctuations on revenue accumulation.

The City currently follows this policy

The level of user fee cost recovery should consider the *community-wide* versus *special service* nature of the program or activity. The use of general purpose (tax) revenues is appropriate for community-wide services, while user fees are appropriate for services which are of special benefit to easily identified individuals or groups.

Budget Policies & Practices



The City will set fees and rates at levels which fully cover the total direct and indirect costs including debt service, reserve requirements, and capital costs of the following enterprise programs:

- Water Utility
- Wastewater Utility
- Building
- Humboldt Bay

The City will set transit fare charges adequate to maintain a cost fare box ratio sufficient to comply with the Transportation Development Act.

Fees will be reviewed annually, and after recommendations from staff for adjustments, the City Council shall annually adopt a resolution establishing fees and service charges for the City. Items to be considered when reviewing fees include:

- Comparability with other communities
- Special benefit
- Service recipient vs. service driver
- Effect of pricing on the demand for the service
- Feasibility of collection and recovery
- Factors that favor low cost-recovery levels
- Factors which favor high cost-recovery levels

The following fee cost recovery policies apply:

Recreation fees: Charges will be assessed for use of City facilities, gymnasiums, ball fields, special use areas, and recreation equipment for activities not sponsored or con-sponsored by the City. Such charges will generally conform to the fee-supported categories listed below. Activities covered include commercial, private non-profit, youth, and schools.

The following programs are considered “maximum” user fee-supported programs, which should recover 100 percent of direct program costs, along with a percentage of indirect program costs, as follows:

Youth and Adult Sports	50%
Special Classes	85%
Roller Skating	50%

Other “maximum” user fee-supported programs include Special Events and Junior Athletics.

“Minimum” user fee-supported programs include Senior Activities, Youth Centers and Activities, Playground Activities and Co-sponsored Special Interest Activities.

Budget Policies & Practices



The Public Works Department examines these fee schedules annually and recommends changes as needed.

Planning fees: Fees should be set to recover 100% of the estimated cost of processing permits or providing services.

Building fees: As part of an annual fee resolution adoption process, the City will adopt the most current valuation data as published in Building Standards, and give consideration to adopting any new fee rate increases as published in the Uniform Administrative Code (UAC) [adopted by the City Council March 01].

The permit fee schedule is published in the UAC, which is updated every three years. As mandated, the City takes the permit fee schedule to the Board of Appeals for review, as they do when the codes themselves are presented for adoption. At this time, the Humboldt Builders Exchange and North Coast Homebuilders are noticed and asked to comment as a courtesy.

It is the intention of the City to establish and update the permit fee schedule when codes set forth by the UAC are adopted.

DEBT ISSUANCE AND MANAGEMENT:

The following elements should act as a guide when considering the use of debt financing:

The City will consider the use of long-term debt financing only for one-time capital acquisitions and construction projects, and only under the following circumstances

- When the acquisition s or project s useful life will equal or exceed the term of the financing
- When the project revenues or specific resources will be sufficient to service the long-term debt
- When a public-private or public-public partnership is judged to be fiscally sound and the resources of the City are a small, but necessary, element of the project.

Debt financing will not be considered appropriate for:

- Current operating and maintenance expenses except for issuing short-term instruments such as revenue anticipation notes or tax anticipation note
- Any recurring purpose

Budget Policies & Practices



USE OF ONE-TIME REVENUES

One-time revenues should not be used to balance budgets, and will be used for time-limited services, establishment of reserves, capital projects, equipment requirements, or services that can be terminated without significant disruption to the community or City organization. Before accepting one-time revenues such as grants for specific projects or programs, consideration and careful analysis should be given to the long-term implications of accepting the revenue. Funding for positions or projects should not be accepted if the City cannot afford to maintain the project or continue funding the positions after the one-time revenue is gone.

EVALUATE THE USE OF UNPREDICTABLE REVENUES

The City will evaluate the use of unpredictable revenues in the matching of current revenues to current expenditures. State subventions and reimbursements are examples of such unpredictable revenues.

BALANCING THE OPERATING BUDGET

The operating budget will be balanced with current revenues, which may include beginning Working Capitals less required reserves as established by the City Council.

REVENUE DIVERSIFICATION

To the degree possible, the City will strive to maintain a diversified and stable revenue base to protect against short-term fluctuations in any one revenue source, and to ensure its ability to provide ongoing service.

CONTINGENCY PLANNING

At appropriate intervals throughout the budget year, the City Council will review recommended reductions to annual appropriations should anticipated revenues not be received. This review process will be considered the City's Contingency Planning Process.

OVERHEAD COST ALLOCATION

Identifiable overhead costs shall be allocated to the appropriate program within the limits of state and federal law.

RETIREMENT

The budget will provide for the adequate funding of all retirement systems.



FUNDING FOR OUTSIDE ORGANIZATIONS

The following process will be used for the distribution of City funds (both cash and in kind contributions or services) to outside organizations:

All City fund distributions will be based on performance measures as delineated within each contract between the City and an outside organization. Performance measures are statements of specific direction, purpose, or intent based on the needs of the community and the goals established for a specific program. These performance measures will be clearly stated as objectives that are measurable in quantitative terms.

Accomplishment of the objectives stated within each contract with an outside organization will be measured through performance indicators. The performance indicators will be similar to those used for each program within the City's annual budget. Performance indicators are measures of output, efficiency or outcome, for each contract objective.

The City will contract with outside organizations to administer City or Redevelopment programs that are required or desired by the City and can be done more cost effectively by the contracted organization. The contract for service with an outside organization will be regularly updated maintaining current performance measures and performance indicators.

The City will conduct an annual review of current contracts with outside organizations receiving funds from the City during the City's annual budget preparation process (January through March). Requests for City funds from additional outside organizations will be reviewed during this same time period.

BUDGETS AND BUDGETARY BASIS

The City uses two fund types to account for its activities. Governmental funds (the General Fund, special revenue funds, debt service funds, capital projects and expendable trust funds), focus on measurement of current financial resources. Proprietary funds (enterprise, internal service, and pension trust funds) which are used to account for activities similar to private businesses focus on the determination of net income. Under generally accepted accounting principles (GAAP), the modified accrual basis is followed by governmental funds, which means that revenue is recognized when measurable and available for paying the liabilities of the current period. Also, under GAAP, the full accrual basis of accounting is used by proprietary funds. This means that revenues are recognized when earned and expenses are recorded at the time liabilities are incurred. All annual appropriations lapse at year end except amounts that have been encumbered.

Annual appropriated budgets are adopted for all funds of the City except agency funds. In general, the budget is prepared on a basis consistent with GAAP. However, the budget varies from GAAP basis in the following areas:

- Budgetary revenues include such items as repayments of loans receivable and other items which on a GAAP basis are considered as reclassifications of Working Capital between reserved Working Capital and unreserved Working Capital
- Non-GAAP (budgetary basis) expenditures include encumbrances (in the year of commitment to purchase), loans, debt principal payments, and capital outlay in the proprietary funds.
- Depreciation expense is not budgeted in the proprietary funds of the City.

Budget Policies & Practices



The Comprehensive Annual Financial Report (CAFR), shows the status of the City's finances on a GAAP basis. It also contains budgetary basis financial statements, which include revenues and expenditures that are not presented in accordance with GAAP, as explained above. These budgetary statements show reconciliation to the GAAP basis financial statements.

All annual, operating appropriations lapse at fiscal year end (on a budgetary basis). Project-length financial plans are adopted for capital and other projects. Appropriations for these projects are included in the annual appropriated budgets for each of the applicable funds. Unspent project amounts are included in the annual budgets of subsequent years until project completion.

MID-YEAR BUDGET ADJUSTMENTS/AMENDMENTS

Legally adopted budgetary appropriations are enacted at the departmental level for current operating expenditures, with separate appropriations for capital and other projects, reserves, debt service, transfers and contingencies. Expenditures cannot legally exceed appropriations at these control levels. Amendments to the budget at the legal appropriation level must be approved by City Council. Amendments to the budget at less than the legal appropriation level may be made by management.

In general, ongoing budget changes should be dealt with during the annual budget process, while one-time budget changes may be considered by the City Council either during the annual budget process or at any meeting after the adoption of the budget.

Demographics & Statistics



Date of incorporation as a city:	February 19, 1874
Date Charter adopted:	February 8, 1895
Council-Manager form of government Adopted:	March 5, 1959
Area:	17.71 square miles
Population:	26,946
Miles of streets:	125
Miles of water line:	150
Miles of sewers:	100
Street lights:	2,230
Signals:	
City	26
State	27
Fire protection:	3 Stations
Police protection:	1 Station
Business licenses:	2,499
Parks - number of acres	245
Parks	14
Golf courses	1
Community recreation facilities	10
Tennis courts	6
Ballfields	4
Outdoor amphitheater	1
Zoo	1
Water utility:	
Customers	10,005
Average daily consumption	3,543 ccf/day

Information from City of Eureka, 2014-15 Statistical Section

Demographics & Statistics



The Following tables provide additional demographic statistics for the City of Eureka and its citizenry from the 2010-2014 American Community Survey (ACS), and the California Department of Finance (E-1 & E-4 City and County Population Estimates):

Gender

Male.....	50.9%
Female.....	49.1%

Age Composition

Under 5 years.....	5.4%
5 to 9 years.....	5.1%
10 to 14 years.....	4.7%
15 to 19 years.....	5.9%
20 to 24 years.....	10.6%
25 to 34 years.....	17.3%
35 to 44 years.....	9.7%
45 to 54 years.....	13.1%
55 to 59 years.....	7.7%
60 to 64 years.....	6.9%
65 to 74 years.....	7.4%
75 to 84 years.....	4.4%
85 years and over.....	1.8%
Median age (years).....	35.8

Race/Ethnic Origin

White.....	73.2%
Hispanic/Latino.....	9.6%
Black or African American.....	2.2%
American Indian & Alaska Native.....	3.0%
Asian.....	4.9%
Native Hawaiian and Other Pacific Islander.....	0.3%
Some Other race.....	0.5%
Two or More Races.....	6.3%

Educational Attainment

Less than 9 th grade.....	2.9%
9 th to 12 th grade, no diploma.....	9.9%
High school graduate.....	27.1%
Some college, no degree.....	28.2%
Associate's degree.....	8.3%
Bachelor's degree.....	15.7%
Graduate or professional degree.....	7.9%

(Population 25 years and over)

Occupation Composition

Management, business, science And arts.....	26.1%
Service.....	28.4%
Sales and office	27.5%
Nat. resources, construction, & maintenance.....	8.9%
Production, transportation, & materials moving.....	9.1%

(Civilian employed population 16 years and over)

Household Income

Less than \$10,000.....	6.8%
\$10,000 to \$14,999.....	9.6%
\$15,000 to \$24,999.....	17.2%
\$25,000 to \$34,999.....	13.5%
\$35,000 to \$49,999.....	15.1%
\$50,000 to \$74,999.....	17.5%
\$75,000 to \$99,999.....	10.2%
\$100,000 to \$149,000.....	8.0%
\$150,000 to \$199,999.....	1.1%
\$200,000 or more.....	1.0%
Median household income.....	\$38,007

Population

2001.....	25,941
2002.....	25,909
2003.....	25,789
2004.....	25,783
2005.....	25,580
2006.....	25,435
2007.....	25,396
2008.....	26,845
2009.....	26,927
2010.....	27,125
2011.....	27,191
2012.....	26,988
2013.....	27,021
2014.....	26,914
2015.....	26,946

Demographics & Statistics



Employment by Industry

	<u>Percent</u>
Professional, scientific, management, administrative and waste management services....	8.4%
Agriculture, forestry, fishing and hunting, and mining.....	0.8%
Construction.....	6.3%
Manufacturing.....	2.6%
Wholesale trade.....	2.5%
Retail trade.....	13.2%
Transportation and warehousing, and utilities.....	4.7%
Information.....	1.3%
Finance and insurance, real estate, rental and leasing.....	5.0%
Educational services, health care, and social assistance.....	24.6%
Arts, entertainment, recreation, accommodation, and food services.....	17.0%
Other services (except public administration).....	7.3%
Public administration.....	6.3%

(Civilian employed population 16 years and over)

Largest Employers in Eureka

<u>Company</u>	<u>Type of Business</u>	<u>Employees</u>
Costco Wholesale#125	Department Store	187
Winco Foods	Grocery Store	164
Walmart	Retail/Grocery	150
Kohls	Department Store	114
Schmidbauer Lumber	Wood Products	111
Target Stores	Department Store	100
Piersons Building Center	Lumber & Building Materials	100
Times Standard	Newspaper	89
North Coast Fabricators	Construction	87
Pacific Choice Seafoods	Fish & Seafoods	86

Source: Top Ten Employers from City of Eureka business license records

Principal Property Taxpayers June 30, 2015

<u>Company</u>	<u>Type of Business</u>	<u>Assessed Valuation</u>	<u>% of Total Assessed Valuation</u>
Bayshore Mall	Shopping Mall	\$23,594,046	1.08%
Costco	Durable Goods	16,932,464	0.78%
Target Corporation	Durable Goods	15,838,979	0.73%
PWM Inc.	Durable Goods	12,813,737	0.59%
CUE LLC	Investment	11,672,308	0.53%
The Country Inn	Hotel	10,670,857	0.49%
Ronald J. Harris Trust	Investment	10,442,741	0.48%
Humboldt Partners	Investment	9,993,429	0.46%
Schmidbauer Lumber	Lumber	9,826,762	0.45%
Spirit WA Eureka LP	Investment	9,700,000	0.44%

Source: HdL Coren and Cone



Appropriations Limit FY 2016-17



Article XIII B of the California Constitution, adopted by Proposition 4 in 1980, and amended in 1990 by Proposition 111, imposes restrictions on the amount of revenues that can be received and appropriated in a fiscal year. Only revenues defined to as “proceeds of taxes” are restricted by the limit. Generally, revenues restricted as to use, enterprise fund revenues, redevelopment agency revenues, and charges for services not exceeding the cost of providing the service are not considered proceeds of taxes. Also, certain expenditures are considered exempt from the limit. During any fiscal year, a city may not appropriate any proceeds of taxes they receive in excess of their Limit.

The appropriations limit is based on actual appropriations during the base year of 1978-79, and is adjusted each year using the growth in population and inflation. The limit, cost of living factor, and population change factor must be adopted each year by resolution of the City Council.

FISCAL YEAR 2016-17 CITY OF EUREKA APPROPRIATIONS LIMIT CALCULATIONS

A. LAST YEAR'S LIMIT		\$ 119,344,682
B. ADJUSTMENT FACTORS		
1. Population % (City population growth)		-0.292%
2. Inflation % (Change California Per Capita Personal Income)*		11.38%
Population Converted to a Ratio:	$\frac{(-0.029) + 100}{100} =$	0.9971
Per Capita Cost of Living Converted to a Ratio:	$\frac{(11.38) + 100}{100} =$	1.1138
Calculation of Factor for Fiscal Year 2014-2015 (Population Ratio x Per Capita Cost of Living Ratio)		1.1106
C. THIS YEAR'S LIMIT:		\$ 132,538,400

APPROPRIATIONS SUBJECT TO LIMIT AND AMOUNT UNDER LEGAL LIMIT

A. PROCEEDS OF TAXES	\$ 24,869,239
B. EXCLUSIONS	-
C. APPROPRIATIONS SUBJECT TO LIMITATION	24,869,239
D. CURRENT YEAR LIMIT	132,538,400
E. UNDER LIMIT	\$ 107,669,161

*Estimate

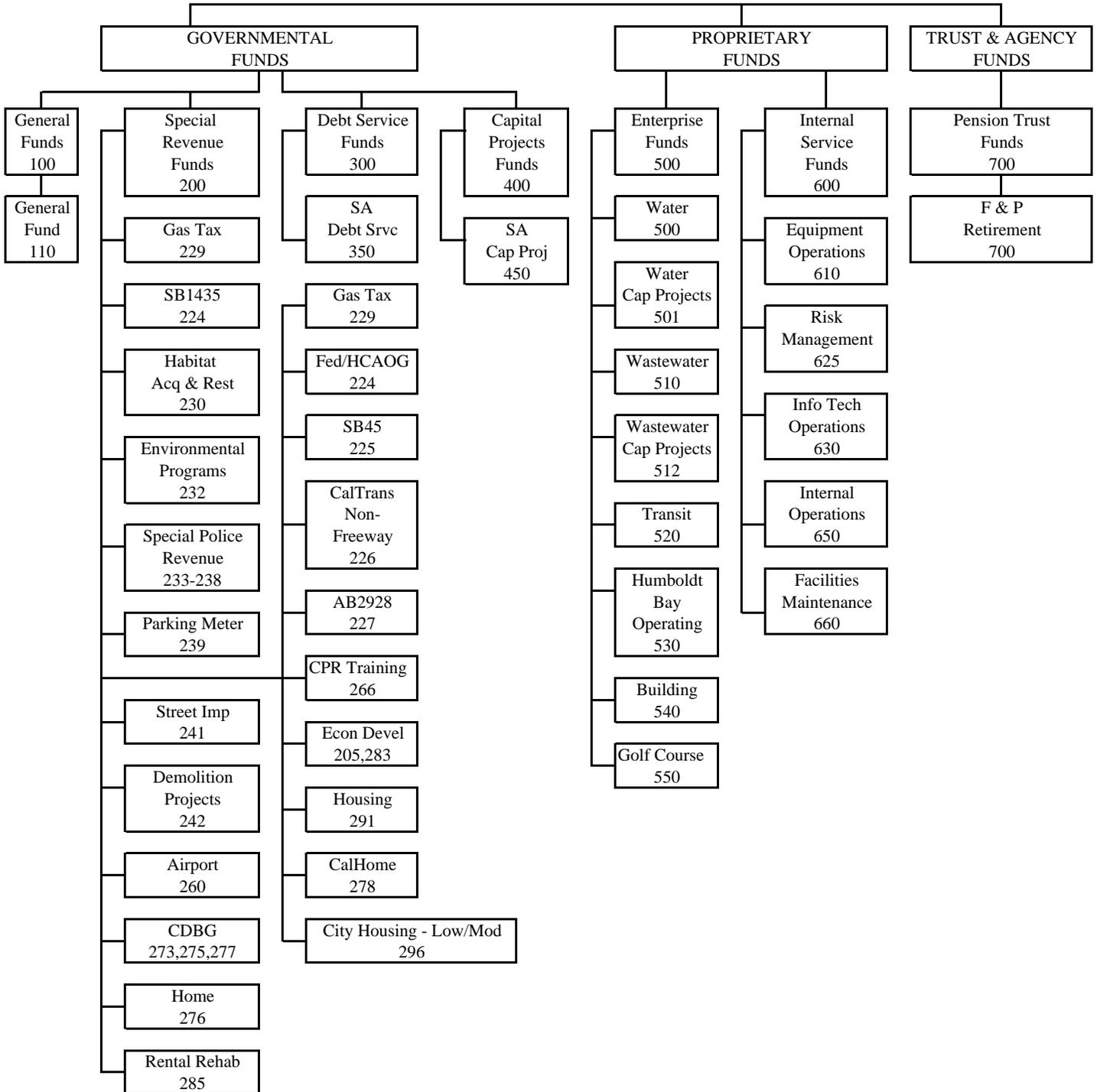
Appropriations Limit FY 2016-17



Reviewing the City's appropriations limit calculations over the past years indicates the City should remain well within its legal limit for many years to come. During the nine year period between fiscal years 2007-08 to 2016-17 the calculated appropriations limit has increased by 25% from \$98,779,576 to \$132,538,400. During this same time period appropriations subject to this limitation have increased 38% from \$15,357,000 to \$24,869,239. In spite of slow population growth, and a high inflation rate, tax revenues are growing more slowly than the appropriations limit.

The City of Eureka's adopted appropriations should remain well below the appropriations limit as prescribed in Article XIII B of the California Constitution and adopted by Proposition 4 in 1980 for the foreseeable future.

Fund Structure FY 2016-17





Glossary Of Terms



Activities

Specific services performed in accomplishing program objectives and goals (See Program).

ADA

Americans with Disabilities Act is federal legislation governing the abilities of all citizens to have equal access to all city buildings and materials.

Appropriation

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

Appropriation Limitation

Imposed by Propositions 4 and 111, creates a restriction on the amount of revenue which can be appropriated in any fiscal year. The Limit is based on actual appropriations during the 1978-79 fiscal year, and is increased each year using the growth of population and inflation. Not all revenues are restricted by the limit; only those which are referred to as "proceeds of taxes." Some examples of proceeds of taxes are sales tax, property tax, and business license tax.

Assessed Valuation

A value established for real property for use as a basis in levying property taxes. For all agencies in the State of California, assessed value is established by the County for the secured and unsecured property tax rolls; the utility property tax roll is valued by the State Board of Equalization. Under Article XIII of the State Constitution (Proposition 13 adopted by the voters on June 6, 1978), properties are assessed at 100% of full value. Proposition 13 also modified the value of real taxable property for fiscal 1979 by rolling back values to fiscal 1976 levels. From this base of assessment, subsequent annual increases in valuation are limited to a maximum of 2%. However, increases to full value are allowed for property improvements or upon change in ownership. Personal property is excluded from these limitations, and is subject to annual reappraisal. Property taxes for general purposes cannot exceed 1% of assessed value.

Audit

Prepared by an independent certified public accountant (CPA), the primary objective of an audit is to determine if the City's financial statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a Management Letter stating the adequacy of the City's internal controls as well as recommending improvements to the City's financial management practices.

BASIS OF ACCOUNTING

Accrual Accounting

Use of accrual basis of accounting is considered appropriate for proprietary funds, nonexpendable trust funds, and pension trust funds of governmental units. Accrual accounting means that revenues should be recorded in the period in which the service is given, although payment is received in a prior or subsequent period; and that expenses should be recorded in the period in which the benefit is received, although payment is made in a prior or subsequent period.

Examples of funds using the accrual basis of accounting are the Water, Wastewater, and Humboldt Bay Funds.



Modified Accrual Accounting

Funds such as general funds, special revenue funds, capital project funds, debt service funds, special assessment funds and expendable trust funds use the modified accrual accounting basis because they are not concerned with income determination. Under the modified accrual basis, revenues should be recognized in the accounting period in which they become available and measurable. Expenditures should be recognized in the accounting period in which the fund liability is incurred, if measurable, except for un-matured interest on general long-term debt and on special assessment indebtedness secured by interest-bearing special assessment levies, which should be recognized when due.

Examples of funds using the modified accrual basis of accounting are the General Fund, Gas Tax Fund, and Capital Improvements Fund.

Bonds

A form of borrowing (debt financing) which reflects a written promise from the City to repay a sum of money on a specific date at a specified interest rate. Bonds are used to finance large capital projects such as buildings, streets, utility infrastructure, and bridges.

Budget

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

Budget Amendment

The City Council has the sole responsibility for adopting the City's budget, and may amend or supplement the budget at any time after adoption by majority vote. The City Manager has the authority to approve administrative adjustments to the budget as long as those changes are between objects within the same expenditure category.

Budget Calendar

The schedule of budget preparations, hearings and adoption of the annual budget.

Budget Policies

General and specific guidelines that govern financial plan preparation and administration.

CAFR

The Comprehensive Annual Financial Report encompasses the City's annual financial reports for all funds, a comparative analysis of prior year and current year financial transactions, notes to support financial transactions and financial statistics covering the past ten years.

Capital Improvement Plan (CIP)

A five-year plan providing for the maintenance or replacement of existing public facilities and assets and for building or acquiring new ones.

Capital Lease

The periodic payment for assets acquired with a lease financing instrument.

Capital Outlay

The costs of acquiring land or purchasing "fixed assets," i.e., building improvements, buildings, improvements other than building, machinery and equipment (in general, items to be purchased are those with a cost of \$5,000 or more, having a useful life of greater than one year, with a few exceptions).

Glossary Of Terms



Certificates of Participation

Form of lease-purchase financing used to construct or acquire capital facilities and equipment.

CDBG

Community Development Block Grants are funded by the Federal Government and their purpose is to provide funds for very low and moderate income families to eliminate substandard and deteriorated housing.

Contingency

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

Contractual Services

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

Cost Allocation

Costs which are charged to a department in the City for services of a generalized nature provided by another fund or department through a cost allocation procedure. Examples included as part of the allocation are the cost of the City Manager's Office, the City Attorney's Office, and the Finance Department. Departments which receive services from these departments are charged based on a standard formula.

CSMFO

California Society of Municipal Finance Officers. A state-wide organization whose purpose is to provide educational opportunities and interaction amongst municipal finance officers. It provides an opportunity for recognition in the achievement of excellence in operational budgeting.

Debt Financing

Borrowing funds as needed and pledging future revenues to make current expenditures. The City of Eureka uses debt financing only for one-time capital improvements whose life will exceed the term of financing and where expected revenues are sufficient to cover the long-term debt.

Debt Instrument

Methods of borrowing funds, including general obligation bonds, revenue bonds, tax allocation bonds, lease/purchase agreements, lease-revenue bonds, certificates of participation, and assessment district bonds.

Debt Service

Payments of principal and interest on bonds and other debt instruments according to a pre-determined schedule.

Deficit

The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

Department

A major organizational unit of the City which has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

Glossary Of Terms



Depreciation

Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

Distinguished Budget Presentation Awards Program

A voluntary awards program administered by the Governmental Finance Officers Association on a federal level and by the California Society of Municipal Finance Officers Association on a state-wide basis to encourage governments to prepare effective budget documents.

ECEA

The Eureka City Employees Association is an employee organization representing those employees who are not management, fire or police.

EFL

Employee organization representing fire employees and who bargains with the City for employee salaries and benefits.

EFT

Electronic Funds Transfer is a term used by the banking industry to signify a transaction that occurs through electronic means rather than a physical transfer of funds.

Employee Benefits

Costs of benefits for City employees, including Unemployment Insurance, Workers' Compensation Insurance, Health Insurance, Dental Insurance, Vision Insurance, Retirement, and Life Insurance.

EOC

Emergency Operations Center is a location where emergency managers can assemble, coordinate their actions, and facilitate efficient communication during a local emergency.

EPA

Environmental Protection Agency. A federal agency that has oversight for environmental issues and that provides grant funds to facilitate environmental endeavors by the City.

EPFA

Eureka Public Financing Authority was established as a separate entity whose purpose is to borrow money to provide funding for Redevelopment Agency projects.

EPOA

Employee organization representing police employees and who bargains with the City for employee salaries and benefits.

ERA

The Eureka Redevelopment Agency was established under state law to undertake projects that will revitalize the project areas and improve the economic base of the community.

ERAF

Education Revenue Augmentation Fund. The California State Legislature enacted the ERAF in 1991 to permanently redirect property taxes from counties, cities, and special districts to public school entities within each county. This is a state level of funding for the Education system within the State of California. Revenues have been "shifted" from local governments to fund this educational fund from both the City and Redevelopment Agency.

Glossary Of Terms



Expenditure

The outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. Note: An encumbrance is not an expenditure; an encumbrance reserves funds to be expended.

Expenditure Savings

Under the City's budgeting procedures, personnel cost projections are based on all positions being filled throughout the year. Cost projections for major supply purchases and service contracts are projected on a similar basis. However, past experience indicates that expenditures are consistently less than budgeted amounts, due at least in part to this costing methodology. Accordingly, the expenditure savings category is used to account for this factor in preparing Working Capital projections.

FEMA

Federal Emergency Management Agency. A federal agency that provides grants for fire related equipment and also training for fire personnel.

FPPC

The "Fair Political Practice Commission" is the State agency that oversees the Political Reform Act (PRA).

Fixed Assets

Assets of long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of \$10,000.

FTE

An employee unit of measurement for one "full time employee". When employee positions are allocated within the budget, these allocations are measured in terms of full time employees. Two employees working half-time would be added together and listed as one FTE.

Fund

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

Fund Balance (Working Capital replaces the term Fund Balance)

Also known as financial position, Working Capital for the governmental fund types is the excess of fund assets over liabilities, and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses. For the enterprise funds, this term is used interchangeably with "working capital", a comparable (although not exact) financial position concept as Working Capital (see Working Capital).

FUND TYPES

The City uses funds to organize and operate its accounting system. A fund is a separate accounting entity with a self-balancing set of accounts. Funds are further classified into several types, depending on the purpose and funding source, as explained below.

General Fund (Funds 110, 120)

This fund is used for all financial transactions/resources that are not accounted for in other funds. Most City departments, except those classified as Enterprise Funds, Grants, Housing and Redevelopment, receive their funds from the General Fund.

Glossary Of Terms



Special Revenue Funds (Funds 205, 207, 224, 225, 226, 227, 230, 231, 232, 233, 234, 236, 237, 238, 239, 241, 242, 260, 273, 275, 276, 277, 278, 283, 285, 291 and 295)

These funds account for proceeds of revenues designated for financing specified activities of the City. Special Revenue funds are also used when there is some compelling reason for segregating a revenue source from the General Fund.

Debt Service Funds (Fund 350)

These funds account for the accumulation of resources for, and the payment of, general long-term debt principal and interest of the Agency and the Authority. Revenues for this purpose include property tax increment and related interest.

Enterprise Funds (Funds 500, 501, 510, 512, 520, 530, 540, and 550)

These funds account for activities which are intended to be self-supporting or where periodic determination of net income is appropriate for management control and accountability. Costs are financed primarily through user charges.

Internal Service Funds (Funds 610, 625, 630, 650, and 660)

These funds account for activities and services provided by one City organizational unit to another, financed through cost-reimbursement.

Trust & Agency Funds (Fund 700)

Also known as Fiduciary Fund Types, these funds are used to account for assets held by the City in a trustee capacity or as an agent for private individuals, organizations, or other governmental agencies. The fiduciary funds used by the City include expendable trust and agency funds. Expendable trust funds are accounted for in the same manner as Governmental Funds (general, special revenues, debt service, and capital project funds). Agency funds are custodial in nature (assets equal liabilities) and do not measure the results of operations.

FY

The "Fiscal Year" is the beginning and ending period for recording financial transactions. The City has specified July 1 to June 30 as its fiscal year.

GAAP

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

GASB

Governmental Accounting Standards Board sets all requirements for governmental agency reporting and accounting methodologies.

GFOA

Government Finance Officers Association of the United States and Canada. A national organization whose purpose is to provide accounting guidance and educational opportunities to governmental finance officers. This organization sets the standards for budget documents that must meet program criteria as a policy document, operations guide, a financial plan and a communication device.

Goal

Is a broad statement of purpose for particular program within the agency.

HOME Program

A HOME grant or "Home Partnership Investment Program" provides grant funds for an Owner Occupied Housing First Time Homebuyer program.

Glossary Of Terms



Inter-fund Transfers

The movement of monies between funds of the same governmental entity.

Investment Revenue

Revenue received as interest from the investment of funds not immediately required to meet cash disbursement obligations.

LAFCO

Local Area Formation Commission is a regional agency that oversees land use within the Humboldt County area.

Line Item Budget

A budget that lists detailed expenditure categories (salary, materials, telephone service, travel, etc.) separately, along with the amount budgeted for each specified category. The City uses a line-item detail to maintain and record for financial reporting and control purposes. This line item budget has been developed into a Program Budget format that presents each department's operations under a broader program of service (Public Works, Community Services, etc.)

Materials and Supplies

Expendable materials and operating supplies necessary to conduct departmental operations.

Mission

Is an ideal statement of what the organization hopes to achieve.

MOU

Memorandum of Understanding is an agreement between employees and administration covering salaries, benefits and rights of employees.

NOP

Neighborhood Oriented Policing is a program utilized by the Eureka Police Department to assign personnel to areas within the community.

NPDES

The National Pollution Discharge Elimination System sets the standards for storm water runoff.

Object of Expenditure

An expenditure classification, referring to the lowest and most detailed level of classification, such as electricity, office supplies, and contract services.

Objective

Is a measurable accomplishment to be achieved within a specific period of time.

OES

Office of Emergency Services is a state-wide emergency services organizational structure. There are six mutual aid regions within California.

Operating Budget

The portion of the budget that pertains to daily operations providing basic governmental services. The program budgets in the financial plan form the operating budget.

Operations

A grouping of related programs within a functional area (See Function and Program).

Glossary Of Terms



Performance Measures (Objectives)

A statement of specific direction, purpose, or intent based on the needs of the community and the goals established for a specific program. Performance measures are clearly stated objectives that are measurable in quantitative terms.

PERS

The Public Employee Retirement System is a statewide retirement system in which all full time and regular part time employees participate as one of their employee benefits. Alternately referred to as CalPERS to designate the retirement system within the State of California.

PLC

A Programmable Logic Controller is a type of computer that is used to control the water treatment process.

POST

“Peace Officers Standards and Training” is a requirement or standard that all police officers within California must meet.

Program

A grouping of activities organized to accomplish basic goals and objectives.

PSAPS

Public Safety Answering Point System is a county-wide computerized connection process with law agencies within the County. The Eureka Police Department maintains this networking system.

Reserve

An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose or designated by Council and is, therefore, not available for general appropriation.

Reserve Draw Down

Refers to the amount of Working Capital required as a revenue funding source to balance fund budgets where appropriations exceed current revenues. If current revenues exceed appropriations, the Working Capital will increase and be referred to a reserve improvement.

Revenue Bonds

Bonds sold to construct a project that will produce revenues pledged for the payment of related principal and interest (See Bonds).

Resolution

A special or temporary order of a legislative body: an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources (Sources)

Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

RFP

Request for Proposals is a method of inviting proposals from qualified vendors of a specific commodity or service.

RPT

Regular part time employees who are employed by the City less than 40 hours per week but whose position is allocated as a permanent position within the annual budget process.

Glossary Of Terms



Salaries

Costs of salaries of City employees, including full-time and part-time/temporary employees, overtime and miscellaneous categories apply.

SCADA

The Supervisory Control and Data Acquisition is a software package that is installed in a PLC to gather necessary data on the water treatment process.

Services and Supplies

The costs of services or supplies purchased by the City. Examples of such services and supplies include consultants, architectural, engineering, legal services, contractual services for construction/maintenance of public facilities, removal and repair of equipment, purchase of gasoline and diesel fuel, payment of gas and electrical bills, payment for water purchased from Humboldt Bay Municipal Water District, office supplies, chemicals and other operating supplies, cost of liability and fire insurance and principal and interest payments on outstanding City debt.

Significant Accomplishments

Outlines the changes and accomplishments that occurred over the past fiscal year. Significant changes would be changes that affect the structural nature of a department or program that may or may not impact the way services are rendered. Accomplishments review how performance objectives were met.

STAF

State Transit Assistance Funds are disbursed locally by the Humboldt County Association of Governments for local transit needs.

STIP

State Transportation Improvement Program - The STIP is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the State Highway Account and other funding sources.

Subventions

Revenues collected by the State (or other level of government), which are allocated to the City on a formula basis. The major subventions received by the City from the State of California include motor vehicle in-lieu and gasoline taxes.

Tax Allocation Bonds

Bonds sold to fund capital projects, whereby principal and interest payments are secured by tax revenues.

Units of Measure

A set of reasonable, realistic standards of precise units of measures whereby performance data can be compared. The resulting information is the feedback for management, the City Council, and citizens concerning the relative success and efficiency of the various city programs.

Unencumbered Working Capital

The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

USDA

United States Department of Agriculture rules and regulations are guidelines by which our City Zoo is operated.

Glossary Of Terms



USDI

United States Department of the Interior rules and regulations are guidelines by which our City Zoo is operated.

Working Capital (Reserves)

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