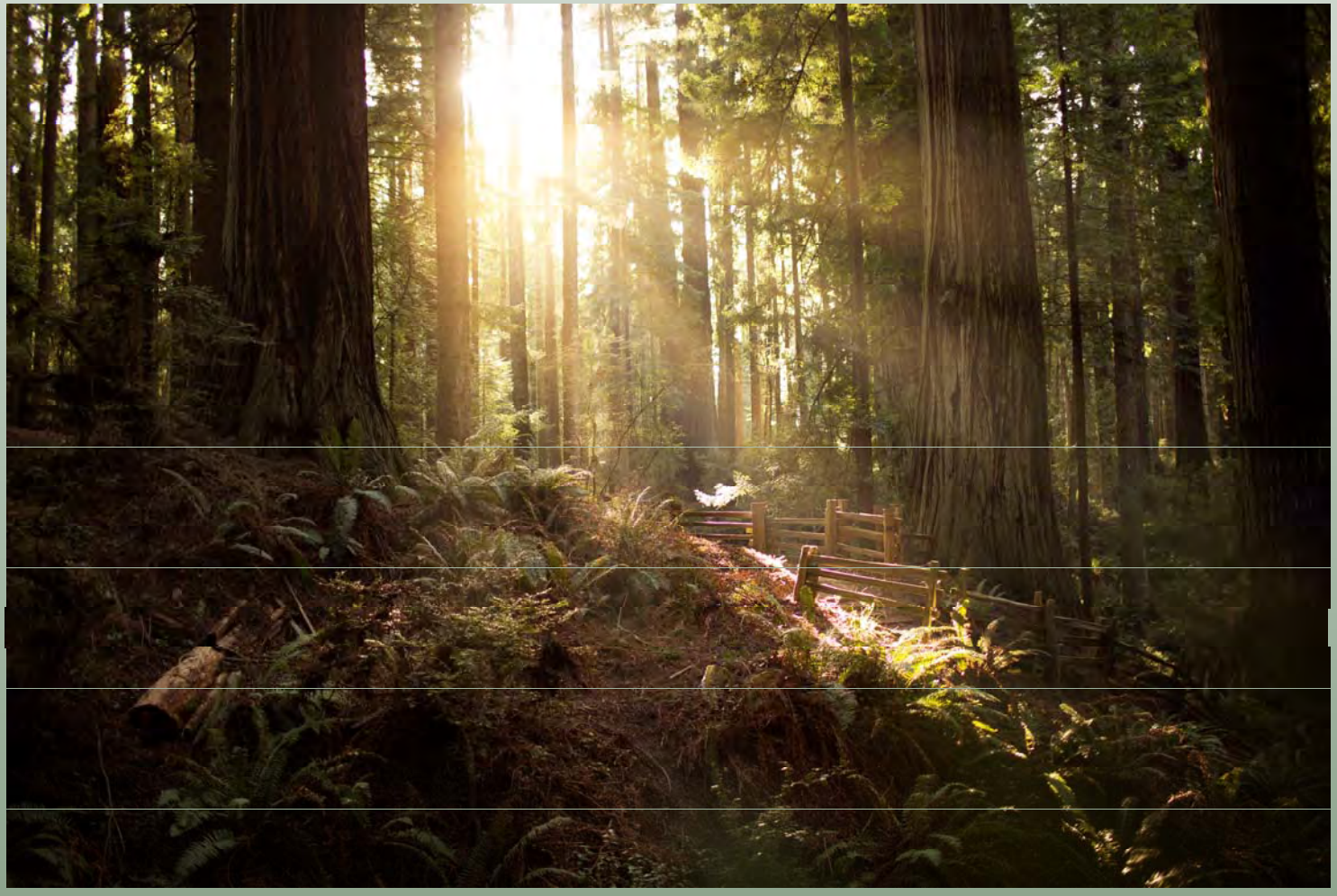
CITY of EUREKA



Fiscal Year 2018-19

Adopted Budget

EUREKA

CALIFORNIA

ANNUAL BUDGET

July 1st, 2018 – June 30th, 2019

Mayor

Frank Jager

Councilmembers

Ward 1 **Marian Brady**

Ward 2 **Heidi Messner**

Ward 3 **Kim Bergel**

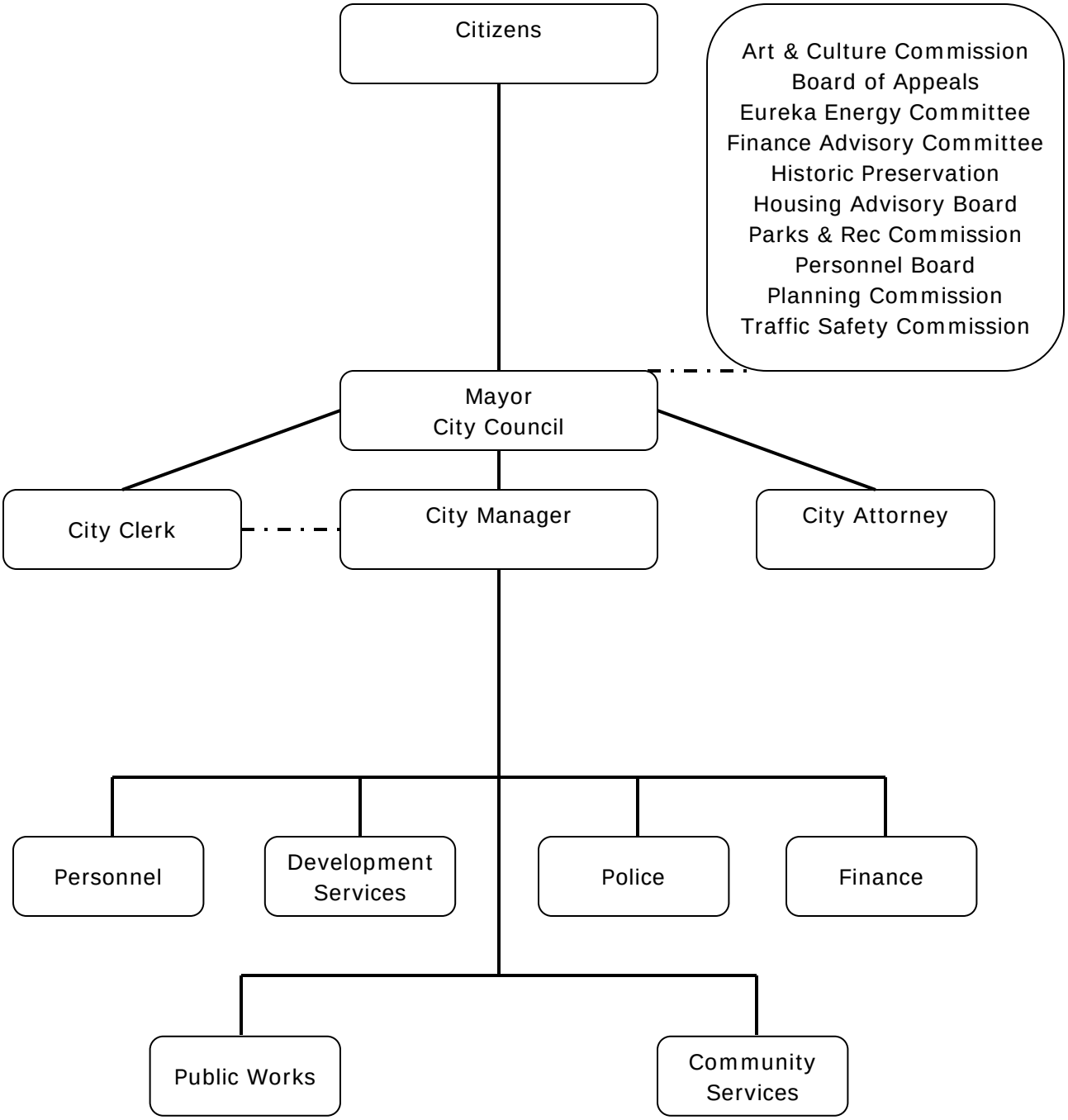
Ward 4 **Austin Allison**

Ward 5 **Natalie Arroyo**

City Manager

Greg Sparks

City Wide Organizational Chart



CITY of EUREKA

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CITY of EUREKA

Section A:

Introduction

CITY of EUREKA

City Manager's Transmittal

May 1, 2018

Honorable Mayor and City Council:

I am pleased to submit the Proposed Budget for the 2018-19 Fiscal Year. This budget message outlines principles and important issues of the City's financial planning efforts. The 2018-19 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 2018-19 Proposed Budget has a reduction in the size of the City workforce and continues implementation of the phased in state minimum wage. This budget projects stable, but flat revenues from sales and lodging taxes. Cost controls and organization right-sizing continue to be a high priority. Sworn Police officer, and dispatch salaries have been increased by 5% to improve recruitment and retention.

Key Budget Principles

As in past years, the 2018-19 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 are 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 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. The Transit fund has not been included as the transit system is being transferred to Humboldt Transit Authority. 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 2018-19 fiscal year are integral to the accomplishment of the City Council's March 2018 Strategic Plan. Those goals encompass quality of life, safety within the community, and continued financial stability. As our city moves into the next year, departments are carrying out programs to meet City Council and General Plan goals in the areas of:

- Optimizing City Operations
- Enhancing Economic Vitality
- Empowering and Engaging for Healthy Community

Financial Condition Summary

Financial Outlook

For FY 2018-19, the overall economic outlook for the City of Eureka remains stable. Leading indicators, such as Sales Tax, Transient Occupancy Tax, and Property Tax revenues are projected to be flat. However, the impact of increased CalPERS expenses is the most significant detriment to improving General Fund sustainability.

As the City works to improve our long term financial sustainability, it is imperative to fund public infrastructure-streets, water, and sewer maintenance and improvements to ensure to the highest level possible that future expenses are minimized. Given the underfunding of street maintenance for thirty years, the City has proposed a ¼ cent sales tax for road improvements. The City does not have the financial capacity to take on new programs unless funding sources, such as fees or grants are utilized. The City has a modest General Fund reserve, which limits flexibility in addressing unanticipated costs. It is a priority to restore reserves to pre-recession levels, in all funds over the coming years. Fiscal recovery includes the implementation of policies and practices that will assist the City in becoming more adaptable to changing conditions and to better withstand future economic downturns. This budget continues the

practice that began two years ago in building up General Fund reserves.

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 police and fire comprising approximately 68% or $20.3 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 2018-19 continues ongoing strategies aimed at improving the City's long-term financial stability.

Financial Plan Overview

The total Proposed Operating Budget for the City is nearly $63.5 million for 2018-19. This represents a 1% increase from the 2017-18 Adopted Budget, after allowing for the transfer of the transit system to Humboldt Transit Authority. A majority of the $1.2 million increase in operating budgets is due to increased pension, and personnel related costs. In addition, this is the fourth year of projecting a second year budget estimate, which provides the City Council and the community a higher level of information regarding the financial strengths and challenges facing the City of Eureka. The Finance department has also prepared a 10 year financial forecast that demonstrates the on-going impacts of pension costs.

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 $29.7 million for 2018-19, which includes an increase in the operating expenditure budget of 5%, or $1.3 million, from the prior fiscal year.

General Fund Appropriations (in thousands)	2016-17 Projected	2017-18 Proposed	2018-19 Projected
Operating Budgets	$ 27,011	$ 28,685	$ 29,364
Debt Service	130	130	130
Capital Projects	475	475	25
Transfers	758	368	368
Total General Fund	**$ 28,374**	**$ 29,658**	**$ 29,887**

The estimated General Fund working capital at June 30, 2018, is $5.0 million, or 18% of the total General Fund operating budget, which is higher than the City's goal of 60 days of operating expenditures (16.7%; or approximately $4.6 million). However, $2 million of this has been set aside in a pension reserve.

Revenues: The 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 2014, Measure "Q" funds, re-authorized the ½-cent City Sales Tax that was originally approved as Measure "O" in 2010. This general purpose revenue measure is projected to generate $4.6 million in 2018-19. This funding enables the City to provide important and valued services to the community-particularly public safety services.
- Property values in Eureka remain stable;
- No major changes in the structure of existing local government revenues.
- Increases to various City fees and charges, based on cost of service are annually reviewed and adjusted.

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 significantly fallen behind acceptable levels of service. The 2018-19 budget includes new state funding to support street maintenance, but additional local resources are necessary to make any significant improvement to the overall condition of city streets. The community will consider an increase to the sales tax in 2018 to fund street improvements.

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 strive to provide competitive compensation for our workforce.

- **Retirement Benefit Costs** CalPERS has implemented reforms including a tiered system called PEPRA, which has reduced retirement benefits thereby reducing costs from what they would have been. PEPRA has long term benefit, but in the short term, retirement costs continue to increase, primarily as a result of unfunded liability and decreased investment earnings. CalPERS costs will continue to be a significant budget driver in years to come that will impact the current level of city services.

- **Health Insurance Costs.** The City's health insurance premium projection includes a 3% increase for FY18/19.

- **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. To that end, staff created a 5-Year Harbor Plan in 2017, with the goal of providing policy direction that will enhance future revenues.

- **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 2018-19 and beyond, the City is faced with the need to fund approximately $3 million per year related to street maintenance. The proposed budget includes a projected increase in state funding for road maintenance and improvements, but the city continues to be well below the funding necessary to maintain the system. Due to this long term shortfall in funding, city staff is recommending a ¼ cent sales tax measure for streets on the November 2018 ballot.

- **Business Development and Retention.** We continue to work in partnership with the business community and local organizations to improve the city's business climate. Measures such as the Strategic Arts and Culture Plan, Opera Alley Plan, and Strategic Economic Development Plan are all focused on improving Eureka as a tourist destination and for expanding the job and tax base of the community.

- **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.

Measures "O" and "Q"

Adopted by the voters in November 2010, Measure "O" established a ½-cent City Transaction and Use Tax. Measure "Q" approved in November 2014 extended this tax for an additional five years. This general purpose revenue is projected to generate $4.6 million in FY 2018-19. Measure "Q" is reviewed annually by the Finance Advisory Committee. This funding is primarily directed to maintaining police and fire services.

Summary

City Manager's Transmittal

Although the City continues to operate in a challenging economic environment, we have made strides in our goal of financial sustainability. For the next year, our goal has been to develop a budget that will meet the needs of the community without compromising the future. The proposed budget has deficiencies in achieving a higher level of employee recruitment and retention as well as maintenance of city facilities and road infrastructure.

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. Costs continue to increase despite a ratcheting down of discretionary expenses. 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.

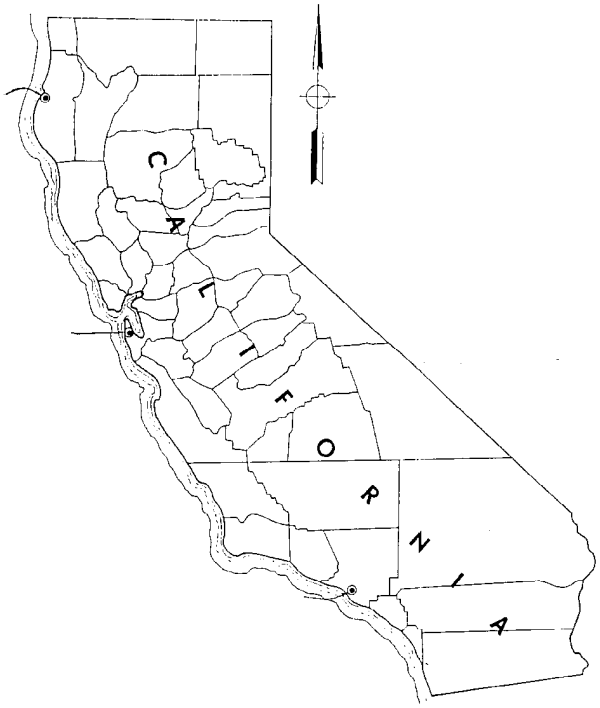
I would like to express my thanks to the management team and to Wendy Howard and Lane Millar of the Finance Department, for all of their efforts and diligent work in crafting this budget document. The City Council and the management team are focused on high-quality service to the citizens of Eureka. 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

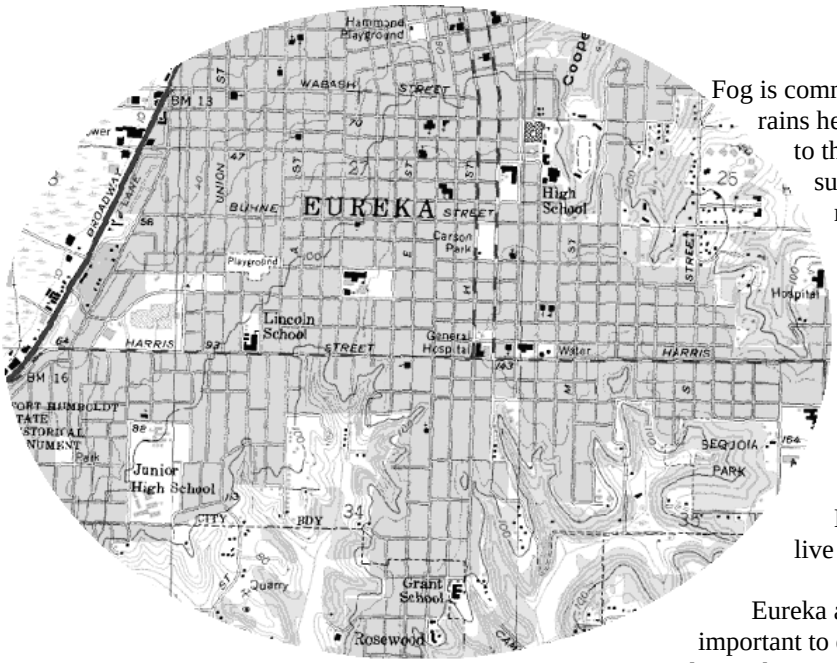
Bustling into Western history during the famous California Gold Rush, the City of Eureka thrived for many years on the area's rich abundance of redwood timber. Quickly establishing itself as the commercial hub of the North Coast, Eureka fused a stunning array of Victorian architecture with the rugged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

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Eureka

California

For the Fiscal Year Beginning

July 1, 2017

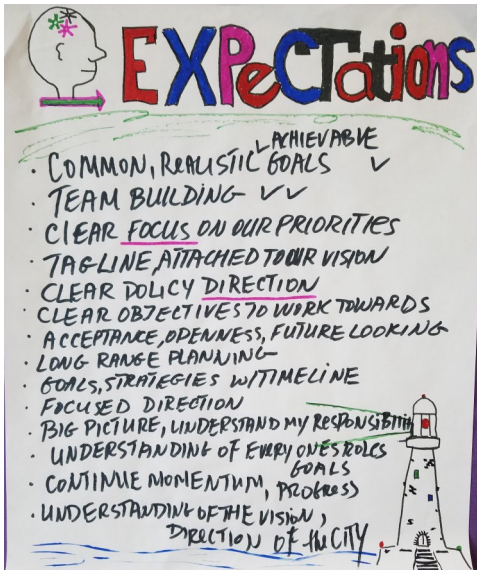
Christopher P. Morrill

Executive Director

Expectations:

The participants Shared their expectations for the 2-Day retreat:

- Common, realistic achievable goals
- Team building
- Clear focus on our priorities
- Tagline attached to our vision
- Clear policy direction
- Clear objectives
- Acceptance, openness, future looking
- Long range planning
- Goals, strategies with timeline
- Focused direction
- Big picture, understand my responsibility
- Understanding of every ones roles, goals
- Continue momentum, progress
- Understanding of the vision, direction of the city



2018 Eureka Strategic Planning Session March 29-30

Produced by Richard and Irina Fursman
Hue.life

What new events/trends do you see happening in the USA/World that may impact the City?

Pre-Retreat Survey:

A survey was used before the retreat to help reveal the current state of the community and help gauge the changes that had taken place since the previous retreat in 2017.

The data was compiled and themes were drafted and shared with the participants. The data on this page summarize the themes.

Economy	Federal Gov't	Homelessness	Public Health
Sales Tax **Shopping Online** **Cannabis** **Trade War** **Retail** **Business** **Infrastructure** **Climate Change** **Millennials**	**Trade War** **Opioid crisis** **Infrastructure** **Climate Change** **Health care**	**Housing** **Economy** **Cannabis** **Opioid Crisis** **Crime**	**Cannabis** **Opioid Crisis** **Crime** **Health care**

The chart ***above*** reflects the themes generated from the events/trends do you see happening in the USA/World question.
The ***chart to the right*** depicts how often the word was brought up as people answered the question.

Economy	**8**
Sales Tax	6
Federal Gov't	5
Housing	5
Homelessness	4
Shopping (online)	3
Cannabis	3
infrastructure	3
Trade War	3
Millennials	3
Retail	3
Opioid Crisis	2
Crime	2
Public Safety	2
Health care	2
Business	2
Climate Change	2

What is changing in our City that suggests we need to think strategically now?

To the right : A chart indicating the number of times words appeared to answer the above question.

Far right: A few examples of statements shared.

Cannabis	**6**
Rising Costs	5
Economy	4
Sea Level	3
Opioid	2
Housing	2
Tourism	2

"Our economy and employment base for years has been based on the timber and fishing industry. As these industries continue to decline we need to think and plan for what will replace them. I don't think depending on tourism will be enough to replace the lost jobs."

"Personnel costs are increasing, both for healthcare and retirement, while funding is stagnant - Cannabis is a growing industry and needs to be properly managed."

"Changes in property use, fiber infrastructure for internet-based business use.."

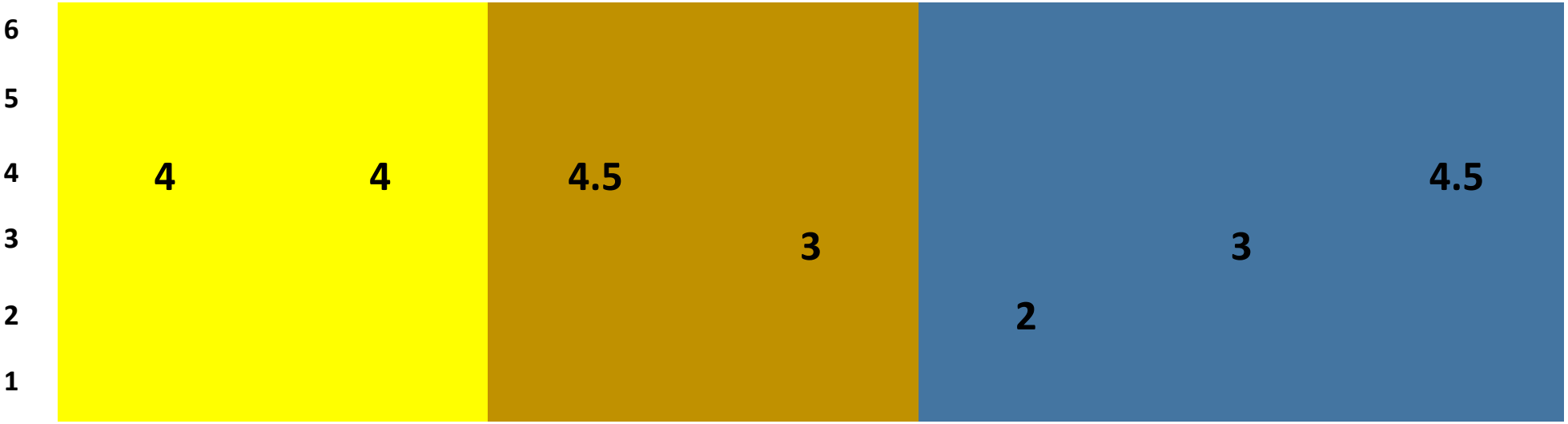
"Personnel including pension costs rising, revenues maintaining/decreasing (not increasing); potential cannabis revenues."

"Sea level rise, disbursement of houseless, new and upgraded facilities sustainable long-term maintenance plan."

How are we doing on the 2017 plan, and is it still relevant?

The retreat began with a review of the 2017 results. The team reviewed the vision statements and reflected on what progress has been made, and where set-backs have occurred. Progress was rated on each area on a 1 (poor) to 6 (excellent). The median scores for each area are reflected here.

MISSION To be financially responsible and to provide effective municipal services in a personal, responsive manner and in partnership with community						
Eureka is a Beautiful, Dynamic, Seaport City						
		Eureka has an alive waterfront, Old Town, and Downtown and thriving regional economy		Eureka residents enjoy a livable and sustainable community & abundant choices for leisure time		
Financially stable, effectively run city with an engaged public	Strong, collaborative relationships with partner organizations and community	Unique and abundant attractions/ tourism choices for the community and visitors to enjoy	Community that attracts and retains diverse, skilled workforce thru business investment	Adequate supply of market rate and affordable housing	Vibrant, flourishing and safe community where people want to live and visit	Aesthetically captivating and artistic community with beautiful neighborhoods

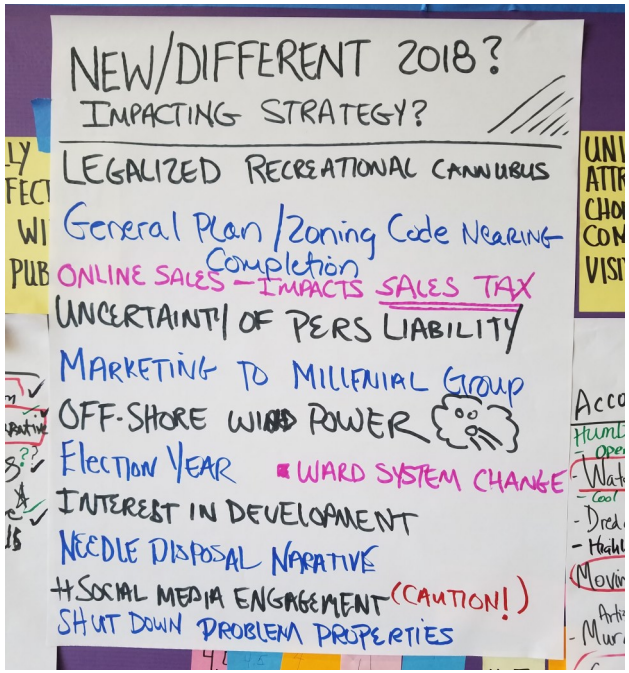


New/Different 2018? Impacting Strategy?

Current Reality:

As part of the opening review, participants shared what might be new and different in 2018 that may impact strategy.

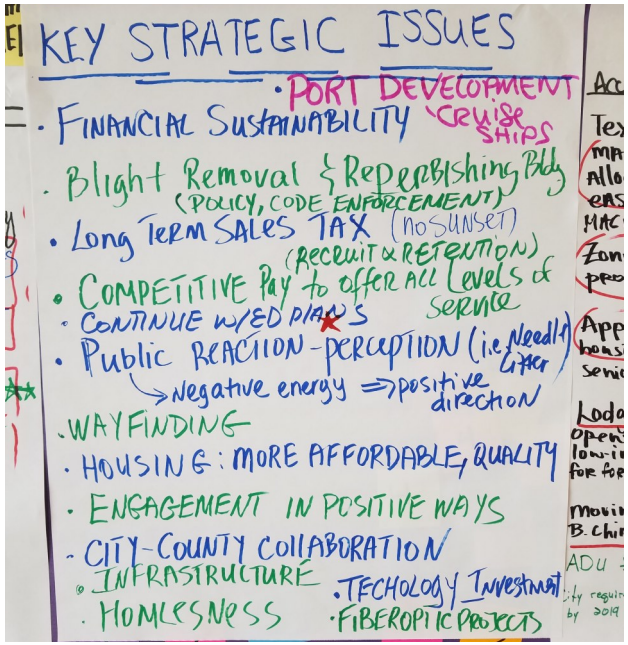
- Legalized recreational cannabis
- General plan/zoning code nearing completion
- Online sales-impacts to sales tax
- Uncertainty of pension liability
- Marketing to millennial group
- Off-shore wind power
- Election year
- Ward system change
- Interest in development
- Needle disposal narrative
- Social media engagement
- Shut down problem properties



Key Strategic Issues

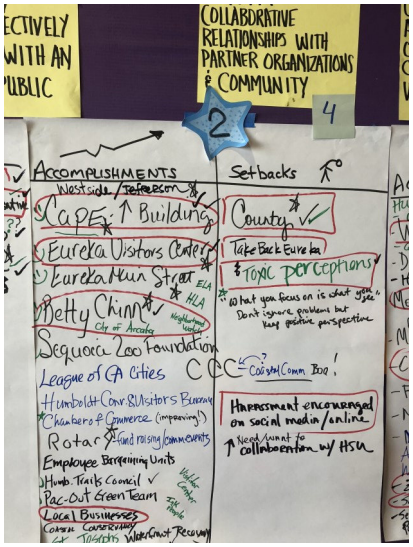
After in-depth discussions on trends and successes, the following key strategic issues were brought forward. This was done through the 'social triangle' process.

- Financial sustainability
- Port development-cruise ships
- Blight removal and refurbishing of buildings
- Policy, code enforcement
- Long term sales tax (no sunset)
- Competitive pay
- Recruitment and retention
- Continue with Economic Development plans
- Public reaction –perception (i.e. needle litter)
- Negative energy > positive direction
- Wayfinding
- Housing: more affordable, quality
- Engagement in positive ways
- City-County collaboration
- Infrastructure
- Homelessness
- Technology investment
- Fiber optic projects

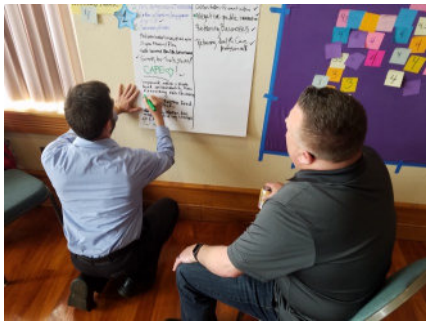
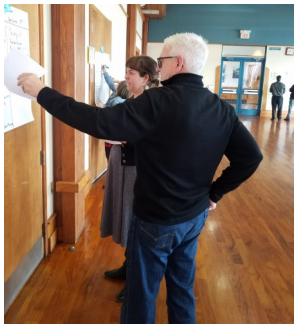


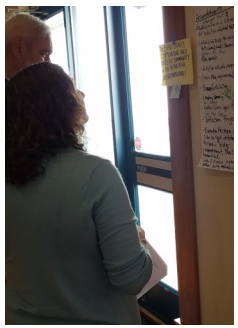
Review: Part Two

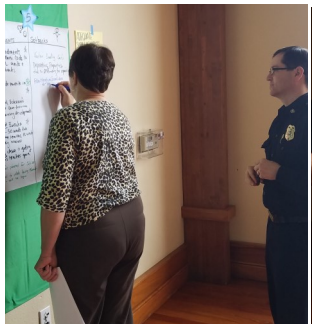
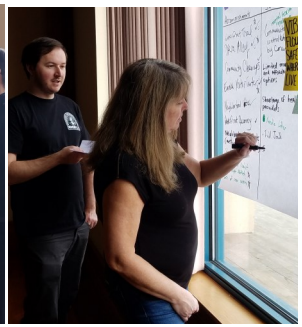
Each Vision Statement had accomplishments and setbacks as part of the reflections. These are the statements shared by the group from an exercise that allowed everyone an opportunity to share their opinions.



Financially stable, effectively run City with an engaged public		Strong, collaborative relationships with partner organizations and community	
Accomplishments	**Setbacks**	**Accomplishments**	**Setbacks**
Coffee w/Captains **Public engagement** **5-year CIP** **Community forums** **Sunshine Ordinance** **Mid-year budget review** **10-year financial plan** **New TPA for Workers Comp** **Grants for trails, parks, etc.** **CAPE** **Improved water and sewer fund sustainability thru necessary rate increases** **Eurekahistory.com** **Pension Reserve Fund established** **Effective Org changes @ EPD** **Cool Map** **Zoning code updated**	**Cal PERS rates and re-amortization** **Negative public narrative** **Retaining businesses** **Retaining health care professionals** **Long-term funding mechanism**	**Westside/Jefferson** **Cape** **Eureka Visitors Center** **Eureka Main Street** **Betty Chinn** **Neighborhood Watch** **City of Arcata** **Sequoia Zoo Foundation** **League of CA Cities** **CA Coastal Commission** **Eureka/Humboldt Conventions and Visitors Bureau** **Chamber of Commerce** **Rotary – fund raising/ community events** **Employee Bargaining units** **Humboldt Trails Council** **Pac-Out green team** **Local Businesses** **Costal Conservancy** **St. Joseph's Hospital** **Waterfront Recovery Services** **Ink People**	**County** **Toxic perceptions** ***'What you focus on is what you see'*** ***Don't ignore problems but keep positive perspective*** **Harassment encouraged on social media/online** **Need/want to collaborate with HSU**



Review: Part Two Continued

Unique and abundant attractions/ tourism choices for the community and visitors to enjoy		Community that attracts and retains diverse, skilled workforce thru business investment		Adequate supply of market rate and affordable housing	
Accomplishments	**Setbacks**	**Accomplishments**	**Setbacks**	**Accomplishments**	**Setbacks**
Humboldt Bay Marathon Opera Alley Waterfront trail Cool Maps Eurekahistory.com Dredging and Marina Highland Park Hoops improvements Moving tourism center to Clarke Museum Cruise ships coming in Film Commission Food trucks Eureka Visitors Center Movies in the parks Madaket Arts Alive 1st Saturday Watershed Heroes/Zoo Zoo Master Plan Sequoia Park Mater Plan Secure grant funding for Hammond Park and Del Norte Pier	Syringe litter Lack of $ for playgrounds Homeless Lack of signage Inability to draw in outside entertainment Lack of General Fund commitment to parks Improve community appearance	Hundreds of new cannabis jobs Waterfront trail will attract new families Open door clinic grant to bring physicians to area *(residency program)* Veterans housing Increase wage improvement Redeveloping buildings through cannabis development/business Economic development plan Strategic arts plan in place Unemployment low	Competitive Pay Education opportunities Lack of Market rate housing Health care options Missing the 'Big Picture of Harbor/ Shipping Homeless visibility Broadway corridor blight negative perception narrative	Text Amendments made to Muni Code to allow ADU units and ease setbacks MAC repurposed to Waterfront Recovery Services Zoning Code re-write in progress Approved Veteran's housing and low income senior housing development Lodge @ Eureka opened 50 units for low-income seniors; 15 units for formerly homeless Betty Chinn's Trailers ADU Fair planned for July 2018 City required to update housing element by 2019 – work has begun	Vacation Dwelling Units *Reduces Owner Occupied Housing and rental pool* Degrading properties due to zero funding for repairs City essentially built-out—Lack of developable properties Fear of multi-family housing dev [impact on neighborhood] Homelessness

2018 Strategic Categories

After reviewing the current reality, progress, and vision through multiple perspectives, 3 areas of strategic importance were identified to focus on.

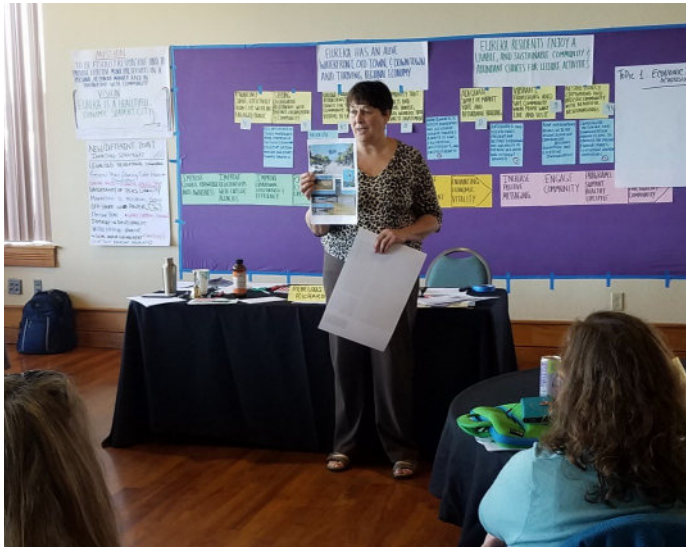
- **ECONOMIC DEVELOPMENT AND HOUSING**
- **FISCAL SUSTAINABILITY**
- **CITY-COUNTY-COMMUNITY COLLABORATION**

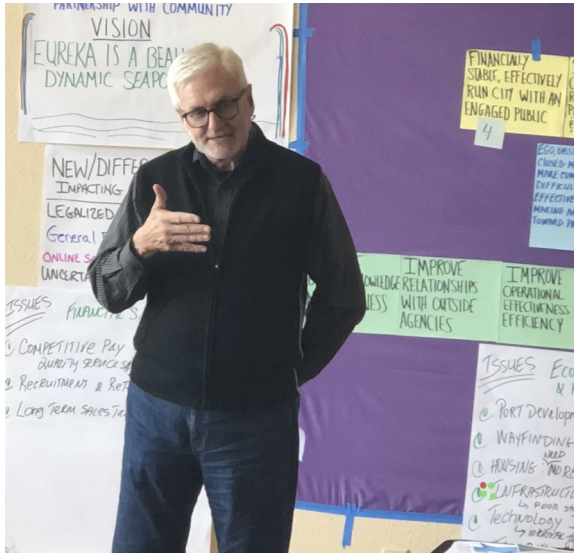
Council members also shared a number of perspectives on items they thought were of importance: Those items were added to the lists developed for strategic categories. City Manager Greg Sparks also shared a perspectives report on the budget and funding.

Economic Development and Housing

- **Bay to Zoo trail**
- **Entrance Sign**
- **Wayfinding—announcement of events, banners directing people to stop/visit**
- **Offshore wind energy**
    - Principle Power Rail to town
- Tourist train around the bay
- Port development {customs officer] [cruise ships]
- Maritime Highway
- Clean city/clean streets
- **Muni-Broadband `$3M a year savings [Need a feasibility study]**
    - **Fiber optics project (now unreliable, unattractive to tech companies)**
- **Beautification of Broadway**
- Missing-middle housing stock (mixed)
    - Need more affordable, quality housing
- Re-boot the economic dev plan and regional information
- Technology investment
- **Infrastructure: Degrading, eroding, poor street condition**

Items in bold indicate broad support and to be mentioned to State Representative





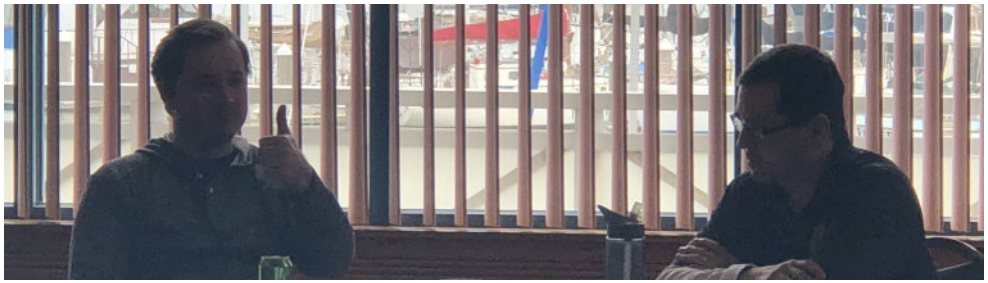
City—County– Community Collaboration

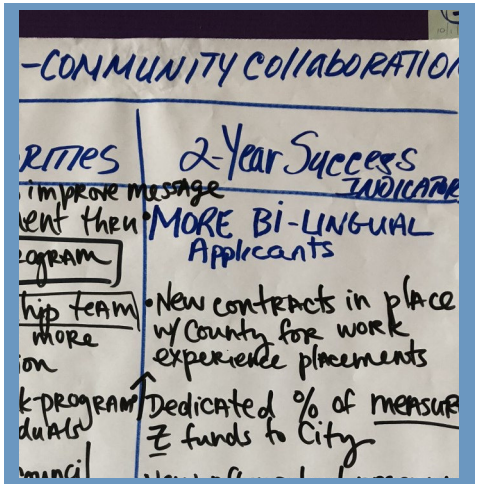
- Diversity Program (targets areas [racial, social equity])
- Place to highlight issues: Bias training
- Example: HR, Economic Development –support communities of color
- Q: How do we prevent people from feeling alienated?
- Community campaign to prevent bullying and hate speech
- Citizen of the week/month/year to celebrate
- Community gardening (farm in your yard)
- North Coast Community Collaborative
- Booklet on Engagement
    - Empower Eureka = encourage engagement
    - Youth council, park, mentorship
    - Environmental stewardship
    - Beautification
- **Downtown Streets team**
    - **City partnering w/community initiative**
    - **Partnering w/other existing programs**
- Work w/County on youth treatment
- Ways to build on community "Empowerment"
- How do we help relocate or work with St. Vincent
- Conversation w/4th & R Businesses
    - Drug hot spot
- Continue with:
    - City media retreat
    - Relationships w/Arcata (meetings with them)
    - Park, trails, youth activities
    - Increase meetings w/County (2-day retreat?)
        - Strengthen City Position
- Community outreach "Value of tax you pay"
- **Sea Level Rise**
- Measure "Z" leverage

2018 Strategic Categories Continued

Fiscal Sustainability

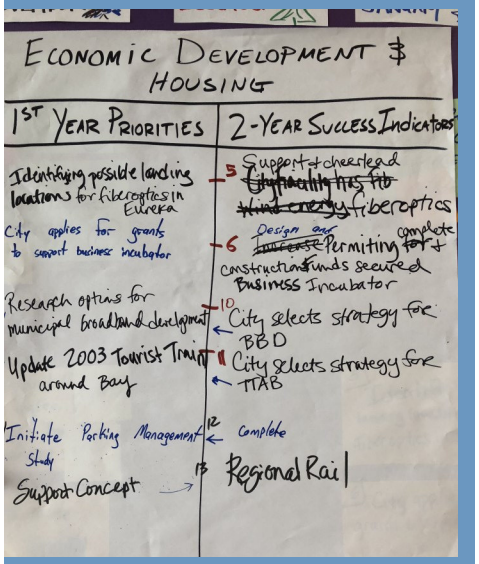
- Competitive pay to offer quality services (all services)
- Recruitment and retention
- Long-term sales tax measure (no sunset)
- Recruitment for dispatchers (Arcata partnered for recruitment)
- Short-term disability plan (Recruit and retain)
- HFD #1 contributing more toward dispatch (35%)
- Student loan debt assistance (Recruit)
- Work-life balance (Retain)
- 5% police pay increase
- Local recruitment of police
- Dealing with lack of competitiveness (market rate applications to wages)
- 2% lodging tax
- Uncollected TOT from AirBNB/VRBO
- 1/4 cent tax for roads (or 1/2 cent if no 'Z')
- Pre-K day care by Jan 2019
    - Half-price for City employees]
    - Break-even—$80K
- After school program [age 2—High School]
- Additional benefits for health insurance or retirement
- Bi-lingual pay
- Diversity training
- EDD Job Market
- Partnerships





ACTION STEPS for 2018/19

The final process was to write out action steps for the next year. The process involved describing a 2-year success followed by 1st year actions.



City-County-Community Collaboration

1st Year Priorities	2 Year Success Indicators
• Work with media to improve message • Increase civic engagement thru Empower Eureka program • Homeless leadership team expands to include more cities in the region • Expand/Implement work-program for homeless individuals • Implement youth council • City staff and Council develop diversity plan • Improve outreach for hiring-PSAs, Videos • ID and implement campaign to address bullying and harassment • Improve Measure Z funding distribution	• More bilingual applicants • New contacts in place with county for work experience placements • Dedicated % of measure Z funds to city • New afterschool program in place serving 60+ kids • Lower reports in harassment • 200+ people signed up through empower Eureka • Diversity plan approved • Lower count of homeless people in Eureka • Youth perspectives reflected in City plans

Economic Development and Housing

1st Year Priorities	2 Year Success Indicators
• Collaborate with Caltrans • Pursue/acquire funding • Support/Cheerlead wind energy project • Zoning code update adopted • Site and financing identified for owner occupied affordable housing • Council adopts strategy for city wide wayfinding signage • Council adopts 3-year cruise ship strategic plan • Identify possible landing locations for fiber optics in Eureka • City applies for grants to support business incubator • Research options for municipal broadband development • Update 2003 Tourist Train Around the Bay Study • Initiate parking management study	• Entrance to Broadway beautified. Plan and funding developed • Trail to zoo design and permitting underway • Lease secured for wind energy project • Completed Veteran's housing and 7th and Myrtle senior housing • Developer selected for C-F • Owner occupied affordable housing project has development agreement • City-wide wayfinding signage plan is funded • 6 to 8 cruise ships scheduled for Eureka in 2020 • Support and cheerlead Fiber optics • Design and complete permitting and construction funds secured for business incubator • City selects strategy for Broadway Beautification • City selects strategy for tourist train around bay • Complete parking study

ACTION STEPS for 2018/19

Continued

Fiscal Sustainability	
1st Year Priorities	**2-Year Success Indicators**
• Decide whether ¼ or ¾ cent tax is brought forward for Streets. • Ballot measure to county • Education campaign • Research and increase in TOT • Reallocate existing funds • Approve funding for pre-k • Long term disability • Agreement Reached— Developed and executed on Fire Dispatch payment	STUT Measure for Streets enacted TOT increased Enhanced employee benefit/retention package Full staffing for all depts. @ revised levels Fire Dist. Pays dispatch costs

CITY of EUREKA

CITY of EUREKA

Section B:

Budget Graphs & Summaries

CITY of EUREKA

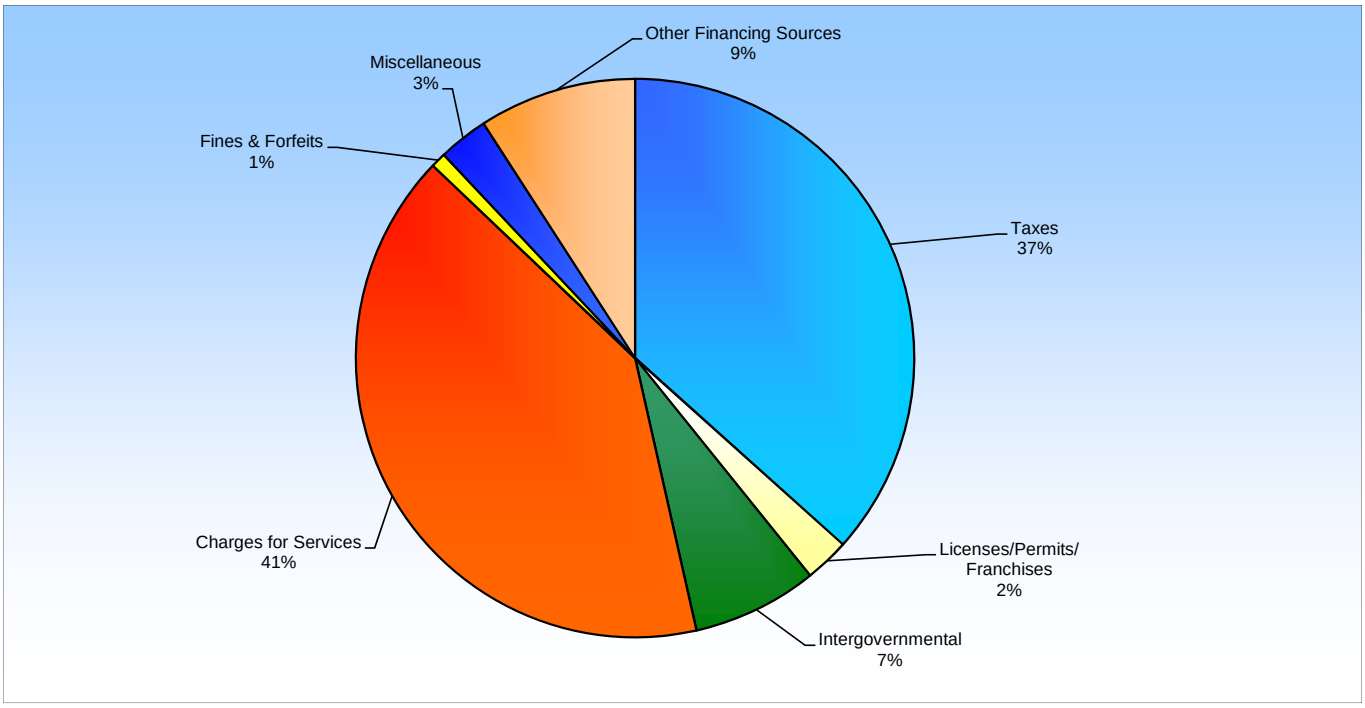
Budget Graphs & Summaries - Overview

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 Revenue by Source
- Revenue Summary by Fund Type
- Summary of Operating Program Expenditures by Type
- Summary of Operating Program Expenditures by Function
- Operating Expenditures Summary by Department
- General Fund Sources
- General Fund Uses
- General Fund Revenue Trends & Description of Revenues
- Summary of Changes in FTE Positions
- Full-Time Equivalent Positions by Department
- Recap of Funds 2017-18; 2018-19; 2019-20

Generally, charts are for the 2018-19 fiscal year, while tables present information for four fiscal periods: 2016-17 Actual, 2017-18 Amended Budget, 2017-18 Estimates (Estimated Actuals), 2018-19 Proposed Budget and 2019-20 Projected Budget.

SUMMARY OF REVENUE BY SOURCE



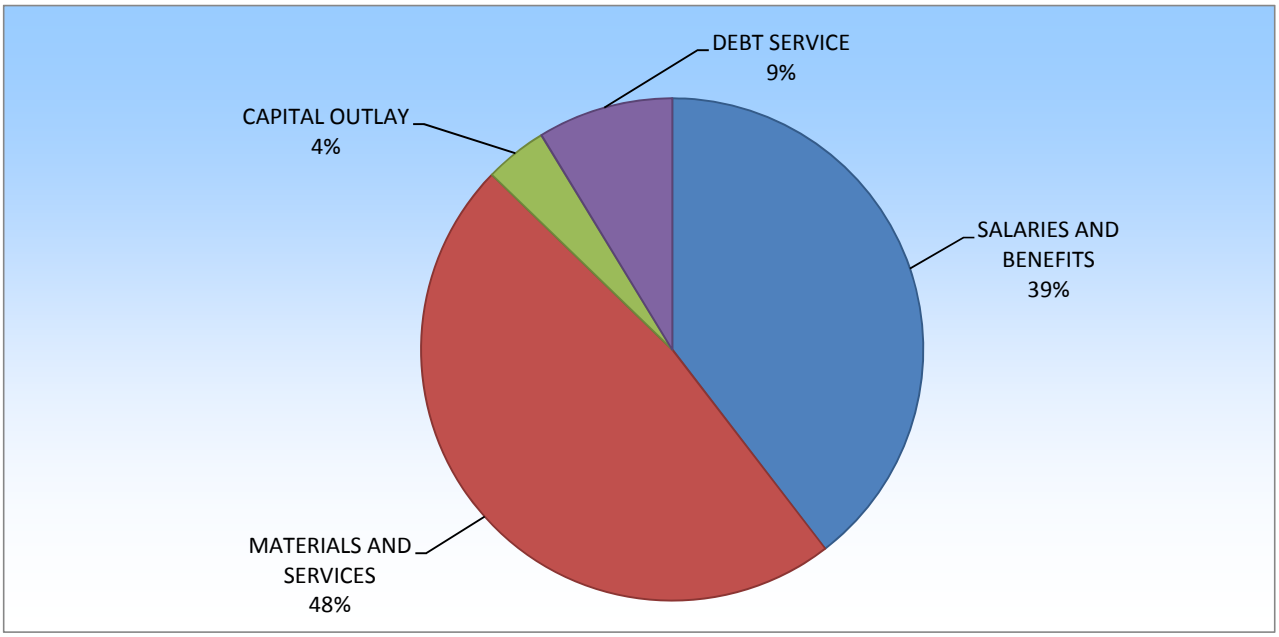
2018-19 REVENUE SOURCES $73,812,187

	2016/17 Actual	2017/18 Estimated	2018/19 Budget	2019/20 Budget
Taxes	26,647,538	26,546,220	27,041,491	27,432,491
Licenses/Permits/Franchises	1,725,609	1,801,800	1,900,800	1,900,800
Intergovernmental	11,755,384	7,171,273	5,359,084	4,305,084
Charges for Services	25,336,585	27,778,078	29,995,068	32,675,101
Fines & Forfeits	1,132,924	652,500	652,500	652,500
Miscellaneous	5,398,786	1,561,012	2,128,698	973,244
Other Financing Sources	40,893,779	1,439,627	6,734,546	4,207,000
TOTAL	**112,890,605**	**66,950,510**	**73,812,187**	**72,146,220**

Revenue Summary By Fund Type

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
GENERAL FUND						
	Taxes	22,835,229	22,736,229	22,736,229	23,231,500	23,622,500
	Licenses/Permits/Franchises	1,351,034	1,293,800	1,293,800	1,392,800	1,392,800
	Intergovernmental	2,402,200	2,479,600	2,464,000	2,504,000	2,550,000
	Charges for Services	1,147,145	1,128,350	1,128,350	1,451,825	1,254,825
	Fines & Forfeits	139,486	210,500	210,500	210,500	210,500
	Miscellaneous	864,634	144,300	190,680	174,300	174,300
	Subtotal	28,739,728	27,992,779	28,023,559	28,964,925	29,204,925
SPECIAL REVENUE FUNDS						
	Taxes	50,000	50,000	50,000	50,000	50,000
	Licenses/Permits/Franchises	41,400	57,000	57,000	57,000	57,000
	Intergovernmental	7,672,569	6,376,809	2,956,493	2,685,406	1,585,406
	Charges for Services	32,226	30,000	30,000	30,000	30,000
	Fines & Forfeits	160,311	142,000	142,000	142,000	142,000
	Miscellaneous	1,263,590	11,000	180,888	11,000	11,000
	Other Financing Sources	334,171	172,000	261,343	172,000	172,000
	Subtotal	9,554,267	6,838,809	3,677,724	3,147,406	2,047,406
DEBT SERVICE FUNDS						
	Taxes	3,538,027	3,535,709	3,535,709	3,535,709	3,535,709
	Miscellaneous	4,100	-	-	-	-
	Subtotal	3,542,127	3,535,709	3,535,709	3,535,709	3,535,709
CAPITAL PROJECTS FUNDS						
	Miscellaneous	1,485	-	-	-	-
	Subtotal	1,485	-	-	-	-
ENTERPRISE FUNDS						
	Taxes	224,282	224,282	224,282	224,282	224,282
	Licenses/Permits/Franchises	333,175	451,000	451,000	451,000	451,000
	Intergovernmental	1,495,678	1,462,161	1,587,161	-	-
	Fines & Forfeits	833,127	300,000	300,000	300,000	300,000
	Charges for Services	15,034,341	14,999,250	17,233,750	19,368,217	22,145,250
	Miscellaneous	3,186,544	1,289,967	1,189,444	1,943,398	787,944
	Other Financing Sources	40,302,107	196,000	1,178,284	6,562,546	4,035,000
	Subtotal	61,409,254	18,922,660	22,163,921	28,849,443	27,943,476
INTERNAL SERVICE FUNDS						
	Taxes	-	-	-	-	-
	Intergovernmental	184,937	163,619	163,619	169,678	169,678
	Charges for Services	8,722,764	8,985,869	8,985,869	9,003,388	9,003,388
	Miscellaneous	78,433	-	-	-	-
	Other Financing Sources	257,501	-	-	-	-
	Subtotal	9,243,635	9,149,488	9,149,488	9,173,066	9,173,066
TRUST FUNDS						
	Charges for Services	400,109	400,109	400,109	141,638	241,638
TOTAL ALL FUND TYPES						
	Taxes	26,647,538	26,546,220	26,546,220	27,041,491	27,432,491
	Licenses/Permits/Franchises	1,725,609	1,801,800	1,801,800	1,900,800	1,900,800
	Intergovernmental	11,755,384	10,482,189	7,171,273	5,359,084	4,305,084
	Charges for Services	25,336,585	25,543,578	27,778,078	29,995,068	32,675,101
	Fines & Forfeits	1,132,924	652,500	652,500	652,500	652,500
	Miscellaneous	5,398,786	1,445,267	1,561,012	2,128,698	973,244
	Other Financing Sources	40,893,779	368,000	1,439,627	6,734,546	4,207,000
	GRAND TOTAL	112,890,605	66,839,554	66,950,510	73,812,187	72,146,220

SUMMARY OF OPERATING PROGRAM EXPENDITURES BY TYPE

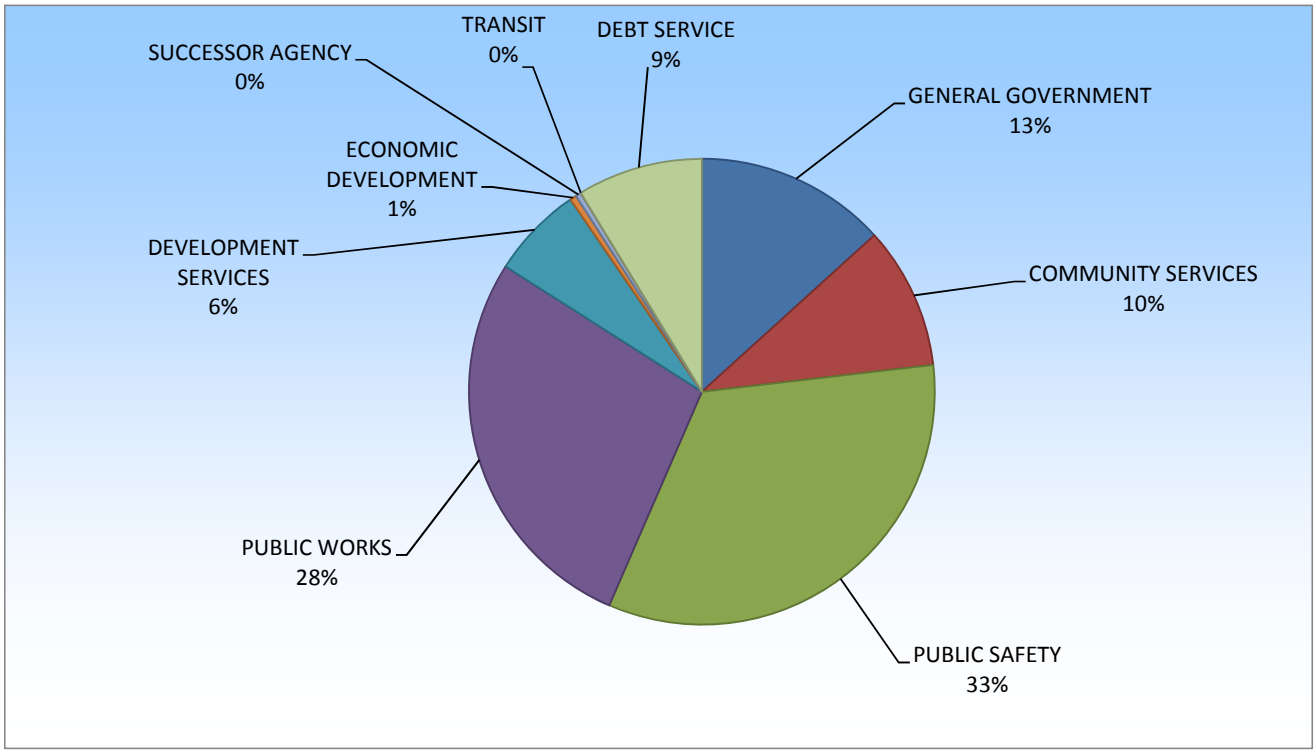


2018-19 OPERATING BUDGET $63,533,828

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
SALARIES AND BENEFITS	21,365,742	23,337,934	22,624,405	25,137,335	26,309,667
MATERIALS AND SERVICES	38,097,518	32,071,131	30,677,564	30,301,156	28,755,623
CAPITAL OUTLAY	434,835	3,366,926	2,756,873	2,559,260	1,904,750
DEBT SERVICE	3,673,494	5,536,077	5,536,077	5,536,077	5,536,077
Total *	**63,571,589**	**64,312,068**	**61,594,919**	**63,533,828**	**62,506,117**

* Does not include projects or other financing uses

SUMMARY OF OPERATING PROGRAM EXPENDITURES BY FUNCTION



2018-19 OPERATING BUDGET $ 63,533,828

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
GENERAL GOVERNMENT	8,734,909	8,314,836	8,130,664	8,432,980	8,567,128
COMMUNITY SERVICES	5,534,221	5,852,663	5,772,176	6,289,437	6,335,904
PUBLIC SAFETY	19,025,886	21,361,852	20,368,103	21,179,148	21,041,938
PUBLIC WORKS	17,308,694	16,632,426	16,748,580	17,486,063	17,787,520
DEVELOPMENT SERVICES	6,709,811	3,842,134	2,525,239	4,077,006	2,987,550
ECONOMIC DEVELOPMENT	90,260	458,000	200,000	283,117	0
SUCCESSOR AGENCY	324,313	250,000	250,000	250,000	250,000
TRANSIT	2,164,625	2,064,080	2,064,080	0	0
DEBT SERVICE	3,673,494	5,536,077	5,536,077	5,536,077	5,536,077
Total *	**63,566,213**	**64,312,068**	**61,594,919**	**63,533,828**	**62,506,117**

* Does not include projects or other financing uses

CITY of EUREKA

OPERATING EXPENDITURES SUMMARY BY DEPARTMENT

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
LEGISLATIVE					
Salaries and Benefits	$ 109,556	$ 127,955	$ 111,800	$ 119,952	$ 124,409
Materials and Services	35,220	39,520	39,520	41,243	41,243
Subtotal	144,776	167,475	151,320	161,195	165,652
CITY MANAGER					
Salaries and Benefits	259,555	277,360	278,048	282,234	290,053
Materials and Services	31,013	31,146	31,146	31,402	31,402
Capital Outlay	-	700	700	700	700
Subtotal	290,568	309,206	309,894	314,336	322,155
CITY CLERK					
Salaries and Benefits	538,912	576,599	571,514	606,393	633,092
Materials and Services	2,716,014	2,719,033	2,719,033	2,867,877	2,867,877
Capital Outlay	41,414	40,000	40,000	20,000	20,000
Subtotal	3,296,340	3,335,632	3,330,547	3,494,270	3,520,969
HUMAN RESOURCES					
Salaries and Benefits	428,653	463,993	402,613	425,537	442,513
Materials and Services	68,642	100,492	101,092	88,676	88,676
Capital Outlay	-	1,500	1,500	1,500	1,500
Subtotal	497,295	565,985	505,205	515,713	532,689
FINANCE					
Salaries and Benefits	947,964	982,812	959,071	1,012,135	1,149,477
Materials and Services	4,841,983	4,144,920	4,085,887	2,087,186	2,008,857
Capital Outlay	1,173	1,000	1,000	1,000	1,000
Subtotal	5,791,120	5,128,732	5,045,958	3,100,321	3,159,334
CITY ATTORNEY					
Salaries and Benefits	377,968	410,517	390,451	454,854	474,038
Materials and Services	136,195	160,718	160,718	159,653	159,653
Capital Outlay	-	-	-	-	-
Subtotal	514,163	571,235	551,169	614,507	633,691
POLICE					
Salaries and Benefits	8,697,532	9,609,981	9,098,210	10,222,426	10,739,726
Materials and Services	3,443,202	3,504,046	3,570,121	3,429,623	3,429,623
Capital Outlay	212,381	1,653,196	1,045,143	885,510	231,000
Subtotal	12,353,115	14,767,223	13,713,474	14,537,559	14,400,349
FIRE					
Materials and Services	6,676,806	6,580,629	6,580,629	6,627,589	6,627,589
Capital Outlay	-	-	60,000	-	-
Subtotal	6,676,806	6,580,629	6,640,629	6,627,589	6,627,589
COMMUNITY SERVICES					
Salaries and Benefits	3,018,309	3,416,226	3,316,682	3,841,741	3,888,208
Materials and Services	2,475,808	2,386,937	2,405,994	2,399,696	2,399,696
Capital Outlay	40,104	49,500	49,500	48,000	48,000
Subtotal	5,534,221	5,852,663	5,772,176	6,289,437	6,335,904
PUBLIC WORKS					
Salaries and Benefits	5,594,868	5,946,247	6,061,100	6,588,207	6,911,628
Materials and Services	11,904,563	9,503,007	9,533,007	9,749,774	9,749,774
Capital Outlay	139,763	1,621,030	1,559,030	1,602,550	1,602,550
Subtotal	17,639,194	17,070,284	17,153,137	17,940,531	18,263,952
DEVELOPMENT SERVICES					
Salaries and Benefits	919,039	1,211,593	1,120,265	1,342,218	1,414,885
Materials and Services	5,550,532	2,650,683	1,200,417	2,563,437	1,096,233
Capital Outlay	-	-	-	-	-

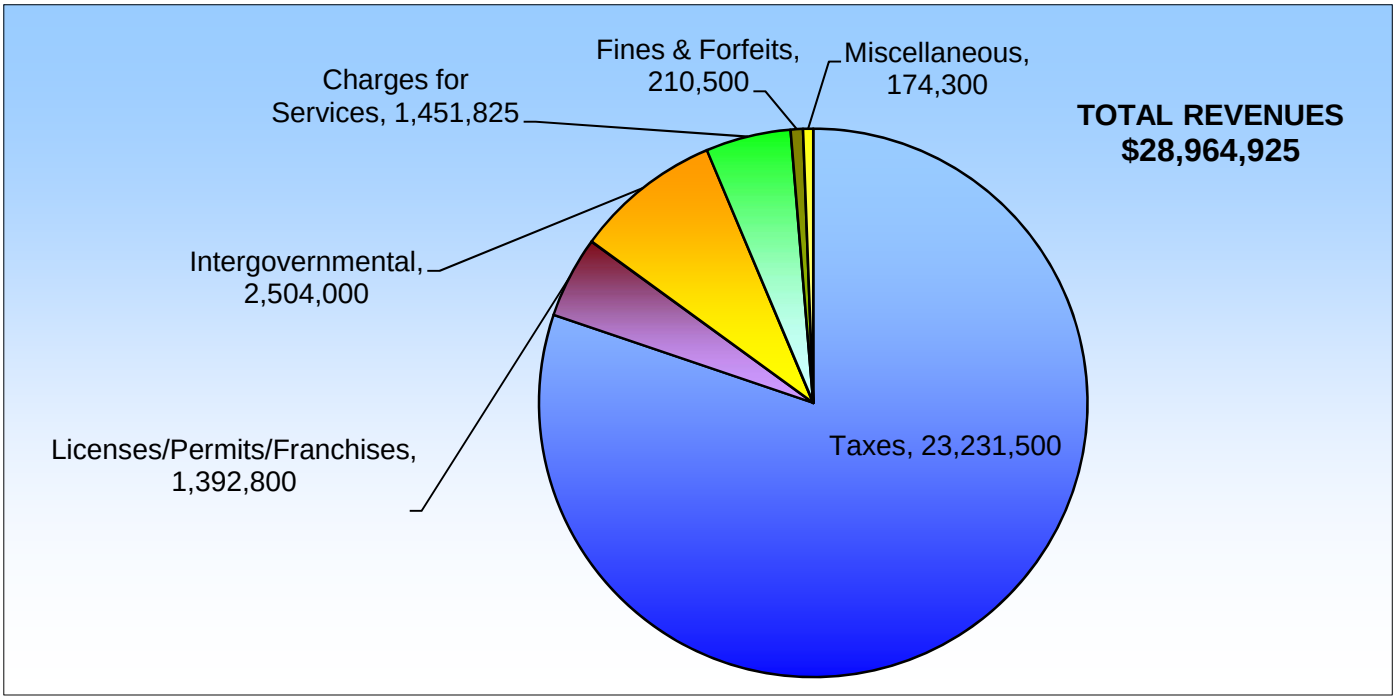
OPERATING EXPENDITURES SUMMARY BY DEPARTMENT

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
Subtotal	6,469,571	3,862,276	2,320,682	3,905,655	2,511,118
SUCCESSOR AGENCY					
Salaries and Benefits	116,899	-	-	-	-
Materials and Services	212,790	250,000	250,000	250,000	250,000
Subtotal	329,689	250,000	250,000	250,000	250,000
TOTAL OPERATING DEPARTMENTS					
Salaries and Benefits	21,009,255	23,023,283	22,309,754	24,895,697	26,068,029
Materials and Services	38,092,768	32,071,131	30,677,564	30,296,156	28,750,623
Capital Outlay	434,835	3,366,926	2,756,873	2,559,260	1,904,750
Subtotal	59,536,858	58,461,340	55,744,191	57,751,113	56,723,402
OTHER OPERATING EXPENDITURES:					
Fire & Police Retirement Fund					
Salaries and Benefits	356,487	314,651	314,651	241,638	241,638
Materials and Services	4,750	-	-	5,000	5,000
Subtotal	361,237	314,651	314,651	246,638	246,638
GRAND TOTAL*	$ 59,898,095	$ 58,775,991	$ 56,058,842	$ 57,997,751	$ 56,970,040

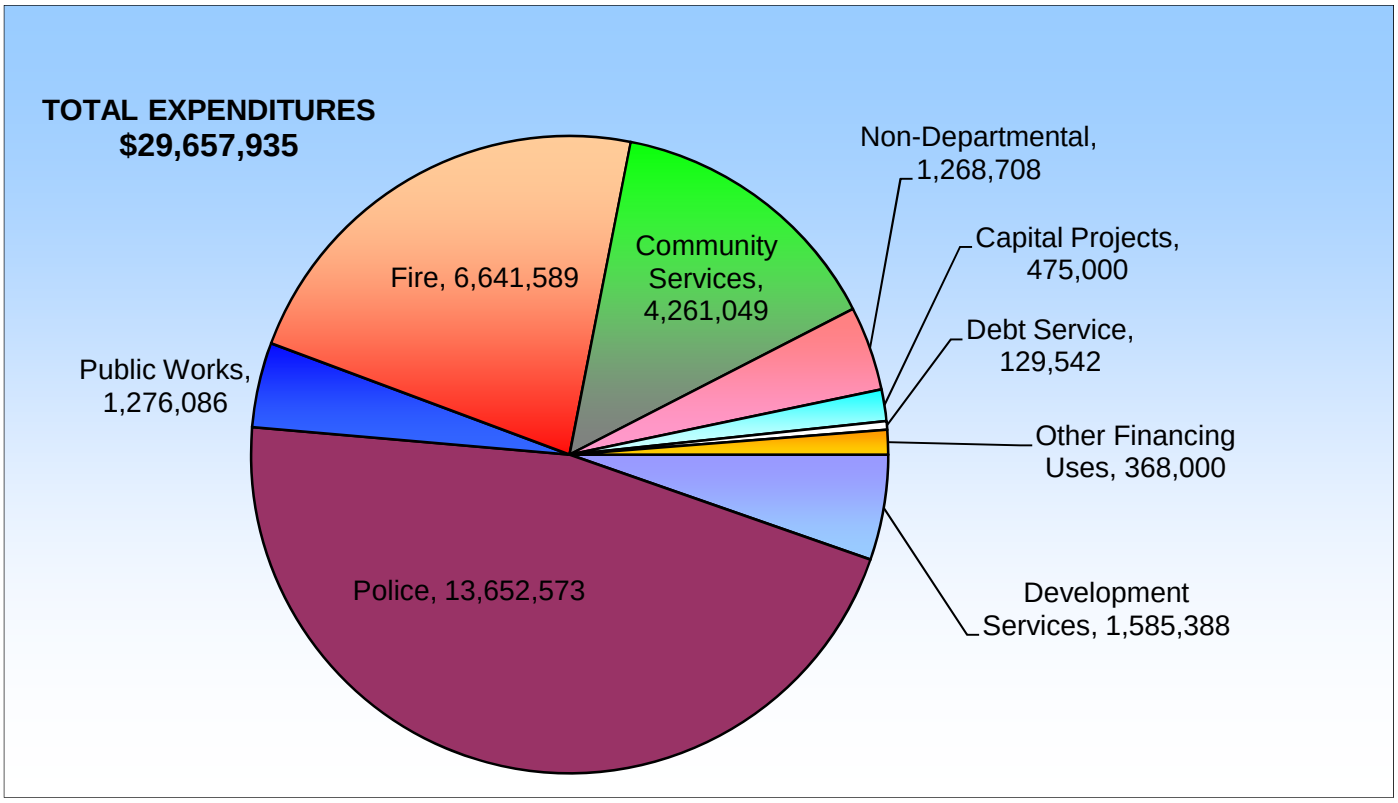
* Does not include debt service, projects or other financing uses

General Fund

REVENUES: WHERE IT COMES FROM



EXPENDITURES: WHERE IT GOES



Description of Revenues

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…

Description of Revenues

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.

SUMMARY OF CHANGES IN FTE POSITIONS

	FTE Changes
PERSONNEL	
Eliminate Senior Administrative Assistant-Confidential position for Golden Handshake.	(1.00)
Subtotal	**(1.00)**
FINANCE	
FY17/18: Eliminate Accounting Technician I/II position	(1.00)
FY17/18: (3) Accounting Specialist I/II reclassified as Accounting Technician I/II	-
FY17/18: (2) Accounting Technician I/II reclassified as Payroll Technician	-
Subtotal	**(1.00)**
POLICE	
FY17/18: Property Technician reclassified as Property Coordinator	-
FY17/18: Freeze (1) Police Officer	(1.00)
FY17/18: Eliminate Police Records Specialist I/II position	(1.00)
FY17/18: Support Services Manager reclassified as Communications Manager	-
FY17/18: Communications Supervisor reclassified as Senior Communications Dispatcher	-
FY17/18: Police Records Supervisor reclassified as Police Records Manager	-
FY17/18: Police Records Specialist reclassified as Police Records Technician	-
FY17/18: Add (2) Community Services Officers	2.00
Freeze (4) Police Officers	(4.00)
Subtotal	**(4.00)**
COMMUNITY SERVICES	
FY17/18: Eliminate Electrician	(1.00)
FY17/18: Increase Facilities Maintenance Technician	0.30
FY17/18: Add Facilities Maintenance Specialist	1.00
Add Recreation Coordinator	1.00
Subtotal	**1.30**
PUBLIC WORKS	
FY17/18: Plans Examiner / Senior Building Inspector reclassified as Building Division Manager	-
FY17/18: Code Enforcement Inspector reclassified as Code Enforcement Program Manager	-
FY17/18: Add Utility Maintenance Supervisor	1.00
FY17/18: Add (2) Maintenance Worker I/II	2.00
Add: GIS Coordinator	1.00
Eliminate Equipment Services Technician	(1.00)
Subtotal	**3.00**
DEVELOPMENT SERVICES	
FY17/18: Add Assistant/Associate Planner	1.00
Assistant/Associate Planner reclassified as Principal Planner	-
Subtotal	**1.00**
Total Change in FTE Positions	**(0.70)**

FULL-TIME EQUIVALENT POSITIONS BY DEPARTMENT

Department / Position	2016-17 Actual	Adopted 2017-18 Budget	2017-18 Actual	2018-19 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
Subtotal	**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
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
Subtotal	**4.50**	**4.50**	**4.50**	**4.50**
PERSONNEL				
Personnel Director	1.00	1.00	1.00	1.00
Personnel Analyst I/II	1.00	-	-	-
Personnel Manager	1.00	1.00	1.00	1.00
Senior Administrative Assistant-Confidential	1.00	1.00	1.00	-
Senior Personnel Analyst	-	1.00	1.00	1.00
Subtotal	**4.00**	**4.00**	**4.00**	**3.00**
FINANCE				
Finance Director	1.00	1.00	1.00	1.00
Accountant I/II	1.00	2.00	2.00	2.00
Accounting Specialist I/II	4.00	4.00	1.00	1.00
Accounting Technician I/II	3.00	3.00	3.00	3.00
Payroll Technician	-	-	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00
Deputy Finance Director	1.00	1.00	1.00	1.00
Finance Office Supervisor	1.00	-	-	-
Subtotal	**12.00**	**12.00**	**11.00**	**11.00**
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
Subtotal	**3.00**	**3.00**	**3.00**	**3.00**
POLICE				
Police Chief	1.00	1.00	1.00	1.00
Administrative Technician I/II	1.00	1.00	1.00	1.00
Animal Control Officer	1.00	1.00	1.00	1.00
Communications Dispatcher	8.00	7.00	7.00	7.00
Communications Manager			1.00	1.00
Communications Supervisor	1.00	1.00	-	-
Community Services Officer			2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00
Evidence Technician	1.00	1.00	1.00	1.00
Information Services Analyst I/II	-	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00
Police Officer	43.00	43.00	42.00	38.00
Police Property Coordinator	-	-	1.00	1.00
Police Property Technician	2.00	2.00	1.00	1.00
Police Records Specialist I/II	5.00	5.00	3.00	3.00

FULL-TIME EQUIVALENT POSITIONS BY DEPARTMENT

Department / Position	2016-17 Actual	Adopted 2017-18 Budget	2017-18 Actual	2018-19 Budget
POLICE (Continued)			-	-
Police Records Technician			1.00	1.00
Police Records Supervisor	1.00	1.00	-	-
Police Records Manager			1.00	1.00
Police Sergeant	9.00	9.00	9.00	9.00
Senior Administrative Services Assistant	1.00	1.00	1.00	1.00
Senior Communications Dispatcher	3.00	3.00	4.00	4.00
Support Services Manager	1.00	1.00	-	-
Subtotal	**81.00**	**81.00**	**81.00**	**77.00**
COMMUNITY SERVICES				
Community Services Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Technician I/II	1.00	1.00	1.00	1.00
Recreation / Zoo Activities Coordinator (RPT)	0.70	0.70	0.70	0.70
Animal Curator	1.00	1.00	1.00	1.00
Assistant Recreation Coordinator	1.00	1.00	1.00	1.00
Custodian	4.00	4.00	4.00	4.00
Deputy Community Services Director	1.00	1.00	1.00	1.00
Electrician	1.00	1.00	-	-
Facilities Maintenance Superintendent	1.00	1.00	1.00	1.00
Facilities Maintenance Technician	1.70	1.70	2.00	2.00
Facilities Maintenance Specialist	-	-	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 Worker I/II	5.00	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	1.00
Community Services Manager	1.00	1.00	1.00	1.00
Project Manager	1.00	1.00	1.00	1.00
Recreation / Zoo Activities Coordinator (RPT)	0.64	0.64	0.64	0.64
Recreation Coordinator	1.00	1.00	1.00	2.00
Recreation Supervisor	1.00	1.00	1.00	1.00
Senior Zoo Attendant	1.00	1.00	1.00	1.00
Zoo Education Curator	1.00	1.00	1.00	1.00
Zoo Director	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
Subtotal	**37.04**	**37.04**	**37.34**	**38.34**
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	3.00	3.00	3.00	3.00
Building Inspector I/II	2.00	2.00	2.00	2.00
Building Division Manager	-	-	1.00	1.00
Code Enforcement Inspector	2.00	2.00	1.00	1.00
Code Enforcement Program Manager	-	-	1.00	1.00
Deputy PW Director / City Engineer	1.00	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	1.00

FULL-TIME EQUIVALENT POSITIONS BY DEPARTMENT

Department / Position	2016-17 Actual	Adopted 2017-18 Budget	2017-18 Actual	2018-19 Budget
PUBLIC WORKS (Continued)			-	-
Engineering Technician I/II	4.00	4.00	4.00	4.00
Equipment Mechanic I/II	4.00	4.00	4.00	4.00
Equipment Services Technician	1.00	1.00	1.00	-
Field Superintendent	1.00	1.00	1.00	1.00
Fleet Services Manager	1.00	1.00	1.00	1.00
GIS Coordinator	-	-	-	1.00
Heavy Equipment Operator	1.00	1.00	1.00	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	6.50	6.50	8.50	8.50
Plans Examiner / Senior Building Inspector	1.00	1.00	-	-
Project Manager	2.00	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
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	3.00	3.00
Utilities Operations Supervisor	2.00	2.00	2.00	2.00
Utility Worker I/II	13.50	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
Subtotal	**71.00**	**71.00**	**74.00**	**74.00**
DEVELOPMENT SERVICES				
Development Services Director	1.00	1.00	1.00	1.00
Assistant/Associate Planner	2.00	2.00	3.00	2.00
Deputy Development Services Director	-	1.00	1.00	1.00
Housing Technician	1.00	1.00	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	1.00	1.00	1.00	1.00
Senior Planner	2.00	2.00	2.00	2.00
	11.00	**11.00**	**12.00**	**12.00**
TOTAL	**225.04**	**225.04**	**228.34**	**224.34**

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	5,362,899	27,977,179	0	27,010,909	129,542	475,000	758,289	4,966,338
Donations	193,924	46,380	0	99,613	0	0	0	140,691
Economic Development	489,308	227	0	200,000	0	0	0	289,535
Gas Tax	219,496	2,635,129	0	584,016	0	2,003,377	0	267,232
Habitat Acq. & Rest.	16,337	203,835	0	0	0	95,000	0	125,172
Environmental Programs	258,298	66,000	0	75,473	0	0	0	248,825
Police Special Revenue	1,284,759	291,190	26,000	1,046,204	0	0	0	555,745
Parking Fund	(83,098)	149,000	0	105,832	0	15,000	0	(54,930)
Street Improvements	(4,443)	0	0	0	0	0	0	(4,443)
Demolition Projects	(1,343,405)	0	146,000	0	0	50,000	0	(1,247,405)
Airport	(91,538)	21,000	89,343	82,759	0	0	0	(63,954)
Housing	2,134,461	50,000	0	612,870	0	0	0	1,571,591
Water	9,248,728	8,147,250	0	6,497,082	1,406,382	30,000	0	9,462,514
Water Capital	1,878,224	0	0	0	0	1,143,000	0	735,224
Wastewater Operating	3,014,529	8,560,500	0	6,130,401	1,293,582	61,400	591,995	3,497,651
Wastewater Capital	4,432,298	424,000	591,995	0	0	5,448,293	0	0
Transit	(227,891)	1,964,161	390,289	2,064,080	0	0	0	62,479
Humboldt Bay	(669,960)	940,726	0	912,126	174,282	651,000	0	(1,466,642)
Building	(426,027)	910,000	196,000	971,444	0	0	0	(291,471)
Golf Course	(832)	39,000	0	0	0	0	0	38,168
Equipment Operations	2,542,919	1,777,309	0	2,370,740	0	0	0	1,949,488
Risk Management	(651,693)	2,146,889	0	1,897,240	0	0	0	(402,044)
Information Technology Oper	1,461,642	1,110,013	0	1,093,971	0	0	0	1,477,684
Internal Operations	(103,583)	3,211,886	0	2,925,657	0	0	0	182,646
Facilities Operations	0	903,391	0	813,774	0	0	89,343	274
F & P Retirement	37,170	400,109	0	314,651	0	0	0	122,628
	28,972,522	61,975,174	1,439,627	55,808,842	3,003,788	9,972,070	1,439,627	22,162,996
SUCCESSOR AGENCY / ERA FUNDS								
Successor Agency-Debt Svc	61,103	3,535,709	0	250,000	2,532,289	0	0	814,523
Successor Agency-Cap Proj	28,959	0	0	0	0	0	0	28,959
	90,062	3,535,709	0	250,000	2,532,289	0	0	843,482
TOTAL - ALL FUNDS	29,062,584	65,510,883	1,439,627	56,058,842	5,536,077	9,972,070	1,439,627	23,006,478

Recap of Funds - FY 2018-19

Fund Description	Beginning Working Capital	Projected Revenues	Transfers In	Operating Budgets	Debt Serv	Projects	Transfers Out	Ending Working Capital
CITY FUNDS								
General	4,966,338	28,964,925	0	28,685,393	129,542	475,000	368,000	4,273,328
Donations	140,691	0	0	140,691	0	0	0	0
Economic Development	289,535	1,100,000	0	1,383,117	0	0	0	6,418
Gas Tax	267,232	1,359,406	0	613,689	0	743,507	0	269,442
Habitat Acq. & Rest.	125,172	0	0	0	0	0	0	125,172
Environmental Programs	248,825	66,000	0	104,585	0	0	0	210,240
Police Special Revenue	555,745	230,000	26,000	803,510	0	0	0	8,235
Parking Fund	(54,930)	149,000	0	106,081	0	15,000	0	(27,011)
Street Improvements	(4,443)	0	0	0	0	0	0	(4,443)
Demolition Projects	(1,247,405)	0	146,000	0	0	300,000	0	(1,401,405)
Airport	(63,954)	21,000	0	82,972	0	0	0	(125,926)
Housing	1,571,591	50,000	0	768,052	0	0	0	853,539
Water	9,462,514	8,508,352	0	6,637,295	1,406,382	30,000	1,900,000	7,997,189
Water Capital	735,224	0	1,900,000	0	0	2,600,000	0	35,224
Wastewater Operating	3,497,651	10,714,865	0	6,350,774	1,293,582	48,400	4,466,546	2,053,214
Wastewater Capital	0	1,155,454	4,466,546	0	0	5,622,000	0	0
Transit	62,479	0	0	0	0	0	0	62,479
Humboldt Bay	(1,466,642)	963,226	0	936,220	174,282	151,000	0	(1,764,918)
Building	(291,471)	906,000	196,000	1,049,090	0	0	0	(238,561)
Golf Course	38,168	39,000	0	0	0	0	0	77,168
Equipment Operations	1,949,488	1,901,495	0	2,600,048	0	0	0	1,250,935
Risk Management	(402,044)	1,967,500	0	1,898,022	0	0	0	(332,566)
Information Technology Oper	1,477,684	1,241,746	0	1,251,075	0	0	0	1,468,355
Internal Operations	182,646	3,089,062	0	3,108,862	0	0	0	162,846
Facilities Operations	274	973,263	0	981,637	0	0	0	(8,100)
F & P Retirement	122,628	141,638	0	246,638	0	0	0	17,628
	22,162,996	63,541,932	6,734,546	57,747,751	3,003,788	9,984,907	6,734,546	14,968,482
SUCCESSOR AGENCY FUNDS								
Successor Agency-Debt Svc	814,523	3,535,709	0	250,000	2,532,289	0	0	1,567,943
TOTAL - ALL FUNDS	22,977,519	67,077,641	6,734,546	57,997,751	5,536,077	9,984,907	6,734,546	16,536,425

Recap of Funds - FY 2019/20

Fund Description	Beginning Working Capital	Projected Revenues	Transfers In	Operating Budgets	Debt Serv	Projects	Transfers Out	Ending Working Capital
CITY FUNDS								
General	4,273,328	29,204,925	0	29,364,162	129,542	25,000	368,000	3,591,549
Donations	0	0	0	0	0	0	0	0
Economic Development	6,418	0	0	0	0	0	0	6,418
Gas Tax	269,442	1,359,406	0	627,468	0	743,507	0	257,873
Habitat Acq. & Rest.	125,172	0	0	0	0	0	0	125,172
Environmental Programs	210,240	66,000	0	107,615	0	0	0	168,625
Police Special Revenue	8,235	230,000	26,000	149,000	0	0	0	115,235
Parking Fund	(27,011)	149,000	0	109,500	0	15,000	0	(2,511)
Street Improvements	(4,443)	0	0	0	0	0	0	(4,443)
Demolition Projects	(1,401,405)	0	146,000	0	0	300,000	0	(1,555,405)
Airport	(125,926)	21,000	0	83,187	0	0	0	(188,113)
Housing	853,539	50,000	0	708,084	0	0	0	195,455
Water	7,997,189	8,886,225	0	6,732,513	1,406,382	0	1,605,000	7,139,519
Water Capital	35,224	0	1,605,000	0	0	1,605,000	0	35,224
Wastewater Operating	2,053,214	13,114,025	0	6,493,401	1,293,582	48,400	2,234,000	5,097,856
Wastewater Capital	0	0	2,234,000	0	0	2,234,000	0	0
Transit	62,479	0	0	0	0	0	0	62,479
Humboldt Bay	(1,764,918)	963,226	0	948,412	174,282	151,000	0	(2,075,386)
Building	(238,561)	906,000	196,000	1,086,581	0	0	0	(223,142)
Golf Course	77,168	39,000	0	0	0	0	0	116,168
Equipment Operations	1,250,935	1,901,495	0	2,627,667	0	0	0	524,763
Risk Management	(332,566)	1,967,500	0	1,898,022	0	0	0	(263,088)
Information Technology Oper	1,468,355	1,241,746	0	1,273,815	0	0	0	1,436,286
Internal Operations	162,846	3,089,062	0	3,277,607	0	0	0	(25,699)
Facilities Operations	(8,100)	973,263	0	924,006	0	0	0	41,157
F & P Retirement	17,628	241,638	0	246,638	0	0	0	12,628
	14,968,482	64,403,511	4,207,000	56,657,678	3,003,788	5,121,907	4,207,000	14,588,620
SUCCESSOR AGENCY FUNDS								
Successor Agency-Debt Svc	1,567,943	3,535,709	0	250,000	2,532,289	0	0	2,321,363
TOTAL - ALL FUNDS	16,536,425	67,939,220	4,207,000	56,907,678	5,536,077	5,121,907	4,207,000	16,909,983

CITY of EUREKA

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 (2016-17) and the 2017-18 budget and estimated actual, as well as the proposed amount for the fiscal year covered by the 2018-19 annual budget and the 2019-20 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 2018-19 and 2018-19.

E. Service Level Changes - Details any projected changes in program service levels for the budget year.

F. 2018-19 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.

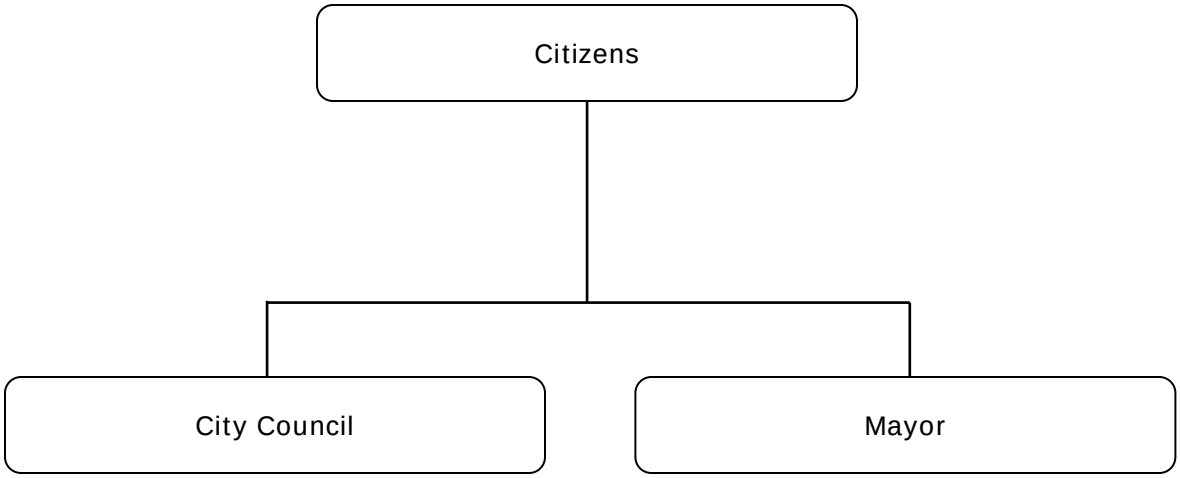
4. Administrative services costs are allocated to all departments and funds according to services provided, including payroll, personnel, purchasing, accounting, data processing and other activities. Non-departmental costs are also included. Allocations are based on the number of employees within a department.

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.

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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
EXPENDITURES BY PROGRAM:					
City Council	$ 116,635	$ 134,633	$ 119,913	$ 126,916	$ 130,338
Mayor	28,141	32,842	31,407	34,279	35,314
Total	$ 144,776	$ 167,475	$ 151,320	$ 161,195	$ 165,652
EXPENDITURES BY CATEGORY:					
Salaries and Benefits	$ 109,556	$ 127,955	$ 111,800	$ 119,952	$ 124,409
Services and Supplies	35,220	39,520	39,520	41,243	41,243
Total	$ 144,776	$ 167,475	$ 151,320	$ 161,195	$ 165,652
EXPENDITURES BY FUND:					
Internal Operations	$ 144,776	$ 167,475	$ 151,320	$ 161,195	$ 165,652
Total	$ 144,776	$ 167,475	$ 151,320	$ 161,195	$ 165,652

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
PERSONNEL:				

None.

General Government

DEPARTMENT: Legislative **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 85,980	$ 103,174	$ 88,454	$ 93,976	$ 97,398
Services and Supplies	30,655	31,459	31,459	32,940	32,940
Capital Outlay	-	-	-	-	-
Total Expenditures	$ 116,635	$ 134,633	$ 119,913	$ 126,916	$ 130,338
EXPENDITURES BY FUND:					
Internal Operations	116,635	134,633	119,913	126,916	130,338
Total	$ 116,635	$ 134,633	$ 119,913	$ 126,916	$ 130,338

General Government

DEPARTMENT: Legislative **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:

Program/Service Outcomes: (objectives based)	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Represent the City on local/regional/state-boards/commissions	Yes	Yes	Yes	
Provide open public meetings	100%	100%	100%	
Participate in team development to establish/update goals	Yes	Yes	Yes	

Program/Service Outputs: (product based)	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Representation on local/state boards/commissions	35	35	35	
Regular City Council/Redevelopment Agency meetings	24	24	24	
Special City Council/Redevelopment Agency meetings	14	12	12	
Ordinances adopted	10	16	16	
Resolutions adopted	66	69	69	
Estimated Council agenda items considered	355	412	412	

General Government

DEPARTMENT: Legislative **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 23,576	$ 24,781	$ 23,346	$ 25,976	$ 27,011
Services and Supplies	4,565	8,061	8,061	8,303	8,303
Total Expenditures	$ 28,141	$ 32,842	$ 31,407	$ 34,279	$ 35,314
EXPENDITURES BY FUND:					
Internal Operations	$ 28,141	$ 32,842	$ 31,407	$ 34,279	$ 35,314
Total	$ 28,141	$ 32,842	$ 31,407	$ 34,279	$ 35,314

General Government

DEPARTMENT: Legislative **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.

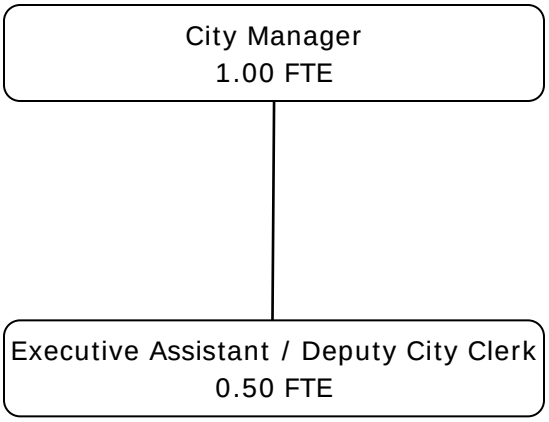
PERFORMANCE MEASURES:

Program/Service Outcomes: (objectives based)	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Budget**
Represent the City on local/regional/state boards/commissions	Yes	Yes	Yes	
Provide open public meetings	100%	100%	100%	
Appoint citizen volunteers to advisory boards/ commission/committees	Yes	Yes	Yes	
Participate in team development to establish/ update goals	Yes	Yes	Yes	

Program/Service Outputs: (product based)	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Representation on local/state boards/commissions	4	4	4	
Regular City Council/Redevelopment Agency meetings	24	24	24	
Special City Council/Redevelopment Agency meetings	14	12	12	
Citizen advisory board/commissioners appointed	30	24	24	

Organizational Chart

City Manager



Department Summary - City Manager

DEPARTMENT DESCRIPTION:

The City Manager is the chief executive officer, as well as chief policy and financial advisor to the Mayor and City Council. The City Manager is responsible for the delivery of services for all city operations through an effective working relationship with seven department directors, the other City Council appointed positions-City Clerk and City Attorney, and the Chief of the Humboldt Bay Fire District. The City Manager is responsible for the administration of city government, enforcement of city ordinances, applicable state law, preparation and control of an annual budget and capital improvement plan, and the implementation of City Council policy.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
EXPENDITURES BY PROGRAM:					
City Manager	$ 290,568	$ 309,206	$ 309,894	$ 314,336	$ 322,155
Total	$ 290,568	$ 309,206	$ 309,894	$ 314,336	$ 322,155
EXPENDITURES BY CATEGORY:					
Salaries and Benefits	$ 259,555	$ 277,360	$ 278,048	$ 282,234	$ 290,053
Services and Supplies	31,013	31,146	31,146	31,402	31,402
Capital Outlay	-	700	700	700	700
Total	$ 290,568	$ 309,206	$ 309,894	$ 314,336	$ 322,155
EXPENDITURES BY FUND:					
Internal Operations Fund	290,568	309,206	309,894	314,336	322,155
Total	$ 290,568	$ 309,206	$ 309,894	$ 314,336	$ 322,155

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
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 **FUND:** Internal Operations

PROGRAM: City Manager **ACCOUNT:** 41400

SERVICE LEVEL CHANGES:

None.

PROGRAM GOALS:

1. Responsible for implementation of the city's Strategic Plan.
2. Lead the internal efforts for long term financial stability of city operations through growth of the tax base and financial controls.
3. Collaborate with Humboldt County on efforts to reduce homelessness.
4. Collaborate with the County and other municipalities, Eureka City Schools, Harbor District, Coastal Commission, and other state agencies.
5. Provide effective communications to the City Council, the community, and to the municipal organization.
6. Promote and support economic development, customer service, crime reduction, and other important community livability issues.

PROGRAM OBJECTIVES:

1. Address implementation of Strategic Plan at weekly management team meetings.
2. Maintain 5 Year Financial Plan, Two Year Annual Budget, and 5 Year Capital Improvement Plan. Pursue a sales tax initiative for road improvements.
3. Implementation of the Focus Strategies Implementation Plan to reduce homelessness in conjunction with Humboldt County and the Department of Health and Human Services and other providers.
4. Maintain regular monthly and/or quarterly meetings with outside governmental agencies.
5. Provide regular email updates to the Mayor and Council on important issues; monthly e-News; press releases; media interviews.
6. Work with Development Services on the implementation of the Strategic Economic Development Plan; staff training in customer service; support crime prevention strategies.

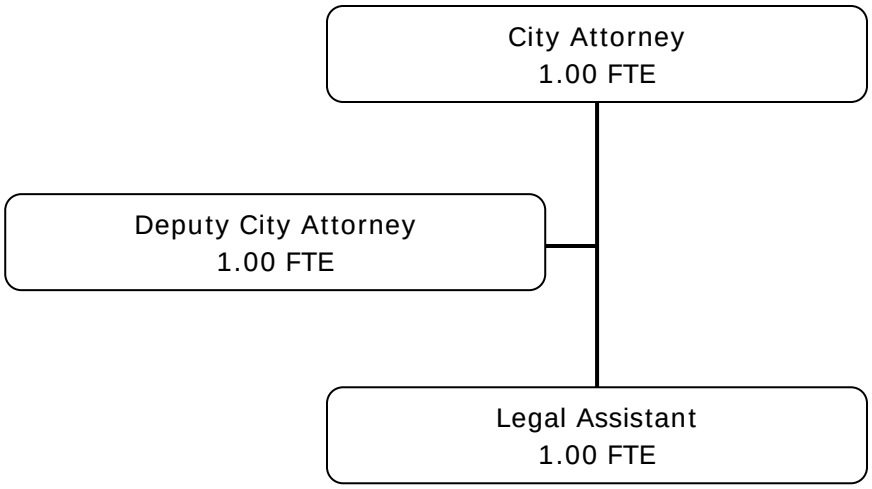
PERFORMANCE MEASURES:

Program/Service Outputs: (goods, services, units produced)	2016-17 Actual	2017-18 Estimated	2018-19 Target
Update visioning/strategic plan document annually	1	1	
Weekly management team meetings	50	50	
Monthly 1/1 meetings with directors	12	12	
Attend monthly/quarterly meetings-outside agencies	50	50	
Track the effectiveness of homeless reduction strategies	ongoing	ongoing	
Track sales tax revenues-quarterly	4	4	
Monthly e-News publications	12	12	

CITY of EUREKA

Organizational Chart

City Attorney



Department Summary - City Attorney

DEPARTMENT DESCRIPTION:

The Office of the City Attorney 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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
EXPENDITURES BY PROGRAM:					
Legal Services	$ 514,163	$ 571,235	$ 551,169	$ 614,507	$ 633,691
Total	$ 514,163	$ 571,235	$ 551,169	$ 614,507	$ 633,691
EXPENDITURES BY CATEGORY:					
Salaries and Benefits	$ 377,968	$ 410,517	$ 390,451	$ 454,854	$ 474,038
Materials and Services	136,195	160,718	160,718	159,653	159,653
Capital Outlay	-	-	-	-	-
Total	$ 514,163	$ 571,235	$ 551,169	$ 614,507	$ 633,691
EXPENDITURES BY FUND:					
Internal Operations Fund	514,163	571,235	551,169	614,507	633,691
Total	$ 514,163	$ 571,235	$ 551,169	$ 614,507	$ 633,691

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
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.

Department Summary - City Attorney

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 Eureka City Attorney's Office strives to provide the highest quality legal services to the City of Eureka.
Core Principles:
•Commitment to public service
•Zealous client representation
•Timely, responsive counsel
•Solutions through collaboration
•Professionalism with integrity

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.

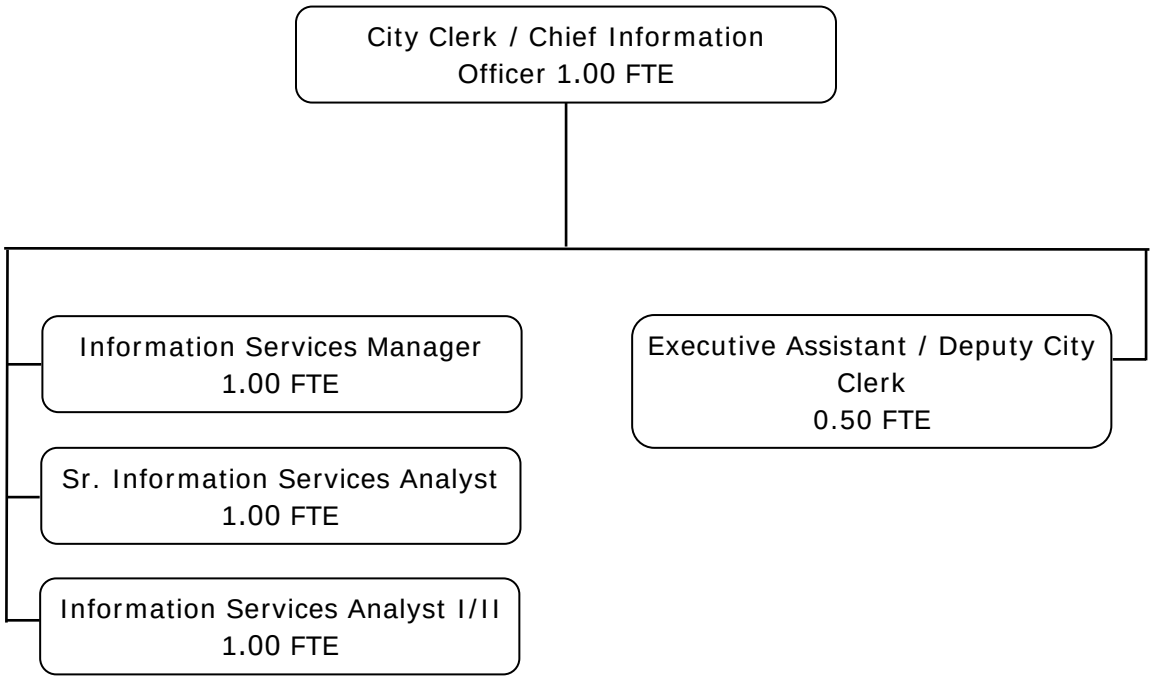
PERFORMANCE MEASURES:

Supporting Program Objectives:	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Program/Service Outputs: (product based)				
Number of training seminars	6	6	6	
Attend City Council and other meetings	50	50	50	

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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
EXPENDITURES BY PROGRAM:					
City Clerk	$ 276,730	$ 319,003	$ 325,336	$ 331,173	$ 335,132
Information Technology Operations	1,295,721	1,105,389	1,093,971	1,251,075	1,273,815
Emergency Operations Center	(4,035)	14,000	14,000	14,000	14,000
Risk Management - Liability	897,387	814,427	814,427	854,209	854,209
Risk Management - Workers Comp	732,459	937,813	937,813	898,813	898,813
Risk Management - Employee Benefits	98,078	145,000	145,000	145,000	145,000
Total	$ 3,296,340	$ 3,335,632	$ 3,330,547	$ 3,494,270	$ 3,520,969
EXPENDITURES BY CATEGORY:					
Salaries and Benefits	$ 538,912	$ 576,599	$ 571,514	$ 606,393	$ 633,092
Services and Supplies	2,716,014	2,719,033	2,719,033	2,867,877	2,867,877
Capital Outlay	41,414	40,000	40,000	20,000	20,000
Total	$ 3,296,340	$ 3,335,632	$ 3,330,547	$ 3,494,270	$ 3,520,969
EXPENDITURES BY FUND:					
General Fund	$ (4,035)	$ 14,000	$ 14,000	$ 14,000	$ 14,000
Internal Operations	$ 276,730	$ 319,003	$ 325,336	$ 331,173	$ 335,132
Information Technology	1,295,721	1,105,389	1,093,971	1,251,075	1,273,815
Risk Management Fund	1,727,924	1,897,240	1,897,240	1,898,022	1,898,022
Total	$ 3,296,340	$ 3,335,632	$ 3,330,547	$ 3,494,270	$ 3,520,969

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
PERSONNEL:				
Full-time Positions	5.50	4.50	4.50	4.50
Total	5.50	4.50	4.50	4.50

General Government

DEPARTMENT: City Clerk / CIO **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 216,076	$ 221,746	$ 228,079	$ 243,278	$ 247,237
Services and Supplies	60,654	77,257	77,257	87,895	87,895
Capital Outlay	-	20,000	20,000	-	-
Total Expenditures	$ 276,730	$ 319,003	$ 325,336	$ 331,173	$ 335,132
EXPENDITURES BY FUND					
Internal Operations	$ 276,730	$ 319,003	$ 325,336	$ 331,173	$ 335,132
Total	$ 276,730	$ 319,003	$ 325,336	$ 331,173	$ 335,132

FULL TIME AND REGULAR PART-TIME POSITIONS:	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
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:** 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)	2016-17 Actual	2017-18 Budget	2017-18 Estimated	2018-19 Target
Provide Council/Agency agendas in adherence to Brown Act	100%	100%	100%	
Provide media broadcasting of regular Council/Agency meetings	100%	100%	100%	
Provide timely access to public records	Yes	Yes	Yes	
Provide for timely updates and access to the Municipal Code	Yes	Yes	Yes	
Upgrade media broadcasting system	Yes	Yes	Yes	
Provide election and filing officer services	Yes	Yes	Yes	
Provide voter outreach services	Yes	Yes	Yes	
Participate in team development with Council/Staff	Yes	Yes	Yes	

General Government

DEPARTMENT: City Clerk / CIO **FUND:** Internal Operations

PROGRAM: City Clerk **ACCOUNT:** 41420

PERFORMANCE MEASURES - (continued):

Program/Service Outputs: (product based)	2016-17 Actual	2017-18 Budget	2017-18 Estimated	2018-19 Target
Regular City Council Meetings	24	24	24	
Special City Council Meetings	14	12	12	
Ordinances adopted	14	14	14	
Resolutions	66	65	65	
Campaign Statements	35	5	5	
FPPC and Conflict of Interest Code Statements	63	60	60	
Claims for Damages	30	30	30	
Citizen advisory board/commissions processed	30	25	25	
Perform inventory of historical records-Phase 1	100%	N/A	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 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.

PROGRAM EXPENDITURES:	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
Salaries and Benefits	$ 322,836	$ 354,853	$ 343,435	$ 363,115	$ 385,855
Services and Supplies	931,471	730,536	730,536	867,960	867,960
Capital Outlay	41,414	20,000	20,000	20,000	20,000
Total Expenditures	$ 1,295,721	$ 1,105,389	$ 1,093,971	$ 1,251,075	$ 1,273,815

FULL TIME AND REGULAR PART-TIME POSITIONS:	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
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	-	-	-
Total	4.00	3.00	3.00	3.00

SERVICE LEVEL CHANGES:

None.

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

PERFORMANCE MEASURES:

Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Maintain 99.5% uptime on City's network	Yes	Yes	Yes	
Establish and maintain technology standards	Yes	Yes	Yes	
Manage and maintain the integrity of the City's information assets	Yes	Yes	Yes	
Update security measures as changes in the information technology industry necessitates	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	

Supporting Program Goal:
PLAN AND PREPARE FOR FUTURE NEEDS AND DEMANDS OF INFORMATION SERVICES

PERFORMANCE MEASURES:

Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Monitor replacement of computer equipment	Yes	Yes	Yes	
Work with departments to understand their work processes and requirements	Yes	Yes	Yes	
Adjust operating fund transfers in response to current and future needs	Yes	Yes	Yes	
Maintain existing information assets through licensing, maintenance agreements, version upgrades and routine maintenance procedure	Yes	Yes	Yes	
Plan for change through research, training and professional development	Yes	Yes	Yes	
Manage change through infrastructure, hardware, and software life-cycle planning, implementation and maintenance	Yes	No	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

PERFORMANCE MEASURES:

Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Develop and offer numerous avenues for communication and problem resolution	Yes	Yes	Yes	
Problem review and analysis initiated within a 60 minute period	75%	90%	90%	

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

PERFORMANCE MEASURES:

Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Evaluate performance of existing solutions and utilize available resources to improve performance and minimize costs	Yes	Yes	Yes	
Identify and recommend solutions to protect and preserve City information assets and investments	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)	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Centrex lines supported	450	450	450	
Alarm lines/non-Centrex lines/pay phones supported	75	75	75	
Voice mailboxes supported	220	220	220	
Cell phones supported	220	240	240	
Software applications supported	260	260	260	
PC's/Workstations supported	285	300	300	
Network users supported	260	260	260	
System backups done daily	366	365	365	
E-mail addresses supported	415	415	415	
Hardware and software support request	2,500	2,500	2,500	
Hardware replaced or recycled	100	100	100	
Copies made on site	370,000	400,000	400,000	
Pieces of first class mail processed	180,000	190,000	190,000	

Public Safety

DEPARTMENT: City Clerk / CIO **FUND:** General

PROGRAM: Emergency Operations Center (EOC) **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.

PROGRAM EXPENDITURES:	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
Services and Supplies	$ (4,035)	$ 14,000	$ 14,000	$ 14,000	$ 14,000
Total Expenditures	$ (4,035)	$ 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)*

PERFORMANCE MEASURES:

*TO PROTECT RESIDENTS OF AND VISITORS ***Supporting Department Objectives***	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Attend Operational Area Meetings	100%	100%	100%	
Update and Complete the Emergency Plan	100%	100%	100%	
Provide Training for Current and New EOC Staff	25%	50%	50%	

Public Safety

DEPARTMENT: City Clerk / CIO **FUND:** General

PROGRAM: Emergency Operations Center (EOC) **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)*

PERFORMANCE MEASURES:

Supporting Departmental Objectives	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Serve on County Homeland Security Grant Committee & Administer grant process	100%	100%	100%	
Serve on County Disaster Council (2 meetings)	100%	100%	100%	
Designate a Staff Position Responsible for EOC Preparedness and Training	50%	50%	50%	
Assist with Update and Implementation of Emergency Operations Plan	100%	100%	100%	

General Government

DEPARTMENT: City Clerk / CIO **FUND:** Risk Management

PROGRAM: Liability 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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Services and Supplies	$ 897,387	$ 814,427	$ 814,427	$ 854,209	$ 854,209
Total Expenditures	$ 897,387	$ 814,427	$ 814,427	$ 854,209	$ 854,209

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)	2016-17 Actual	2017-18 Estimated	2018-19 Target
Provide consistent and accurate information and requirements to reduce liability exposure.	Yes	Yes	
Develop and maintain shared database of insurance documents	Yes	Yes	

General Government

DEPARTMENT: City Clerk / CIO **FUND:** Risk Management

PROGRAM: Workers Comp Risk Managemen **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Services and Supplies	$ 732,459	$ 937,813	$ 937,813	$ 898,813	$ 898,813
Total Expenditures	$ 732,459	$ 937,813	$ 937,813	$ 898,813	$ 898,813

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)	2016-17 Actual	2017-18 Estimated	2018-19 Target
Develop and maintain risk management procedures manual	Yes	Yes	
Develop and maintain shared database of insurance documents	Yes	Yes	

General Government

DEPARTMENT: City Clerk / CIO **FUND:** Risk Management

PROGRAM: Employee Benefits **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Services and Supplies	$ 98,078	$ 145,000	$ 145,000	$ 145,000	$ 145,000
Total Expenditures	$ 98,078	$ 145,000	$ 145,000	$ 145,000	$ 145,000

PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

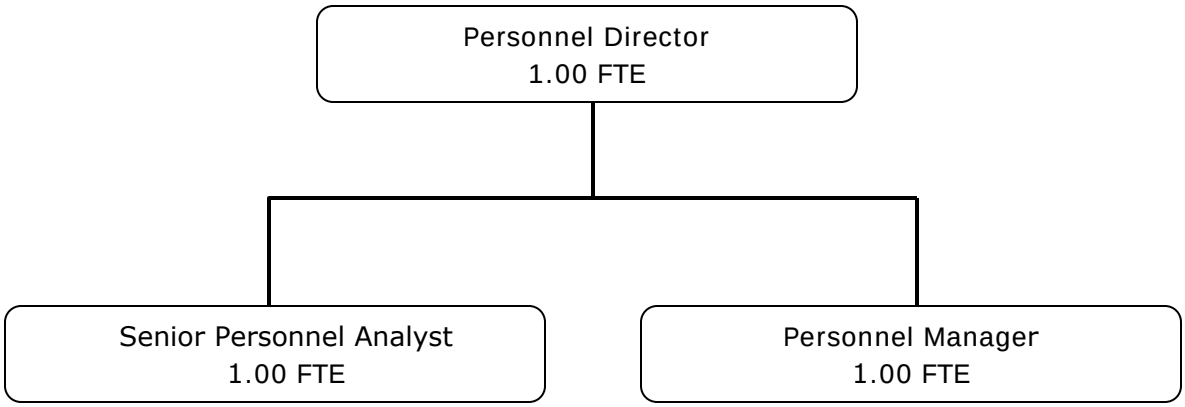
Provide consistent, accurate benefit information and requirements to all employees in a timely manner.

PERFORMANCE MEASURES:

Program/Service Outcomes: (Objectives based)	2016-17 Actual	2017-18 Estimated	2018-19 Target
Effectively administer benefit programs	Yes	Yes	

Organizational Chart

Personnel Department



Department Summary - Personnel

DEPARTMENT DESCRIPTION:

The Personnel Department is responsible for managing the City's personnel administration, labor relations and employee development.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
EXPENDITURES BY PROGRAM:					
Personnel Management	$ 497,295	$ 565,985	$ 505,205	$ 515,713	$ 532,689
Total	$ 497,295	$ 565,985	$ 505,205	$ 515,713	$ 532,689
EXPENDITURES BY CATEGORY:					
Salaries and Benefits	$ 428,653	$ 463,993	$ 402,613	$ 425,537	$ 442,513
Services and Supplies	68,642	100,492	101,092	88,676	88,676
Capital Outlay	-	1,500	1,500	1,500	1,500
Total	$ 497,295	$ 565,985	$ 505,205	$ 515,713	$ 532,689
EXPENDITURES BY FUND:					
Internal Operations	$ 497,295	$ 565,985	$ 505,205	$ 515,713	$ 532,689
Total	$ 497,295	$ 565,985	$ 505,205	$ 515,713	$ 532,689

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
PERSONNEL:				
Full-time Positions	4.00	4.00	4.00	3.00
Total	4.00	4.00	4.00	3.00

General Government

DEPARTMENT: Personnel **FUND:** Internal Operations

PROGRAM: Human Resources Management **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 428,653	$ 463,993	$ 402,613	$ 425,537	$ 442,513
Services and Supplies	68,642	100,492	101,092	88,676	88,676
Capital Outlay	-	1,500	1,500	1,500	1,500
Total Expenditures	$ 497,295	$ 565,985	$ 505,205	$ 515,713	$ 532,689

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Personnel Director	1.00	1.00	1.00	1.00
Personnel Analyst I/II	1.00	-	-	-
Personnel Manager	1.00	1.00	1.00	1.00
Senior Personnel Analyst	-	1.00	1.00	1.00
Senior Administrative Assistant-Confidential	1.00	1.00	1.00	-
Total	4.00	4.00	4.00	3.00

SERVICE LEVEL CHANGES:

Senior Administrative Assistant-Confidential position eliminated for Golden Handshake

General Government

DEPARTMENT: Personnel **FUND:** Internal Operations

PROGRAM: Human Resources Management **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 **FUND:** Internal Operations

PROGRAM: Human Resources Management **ACCOUNT:** 41410

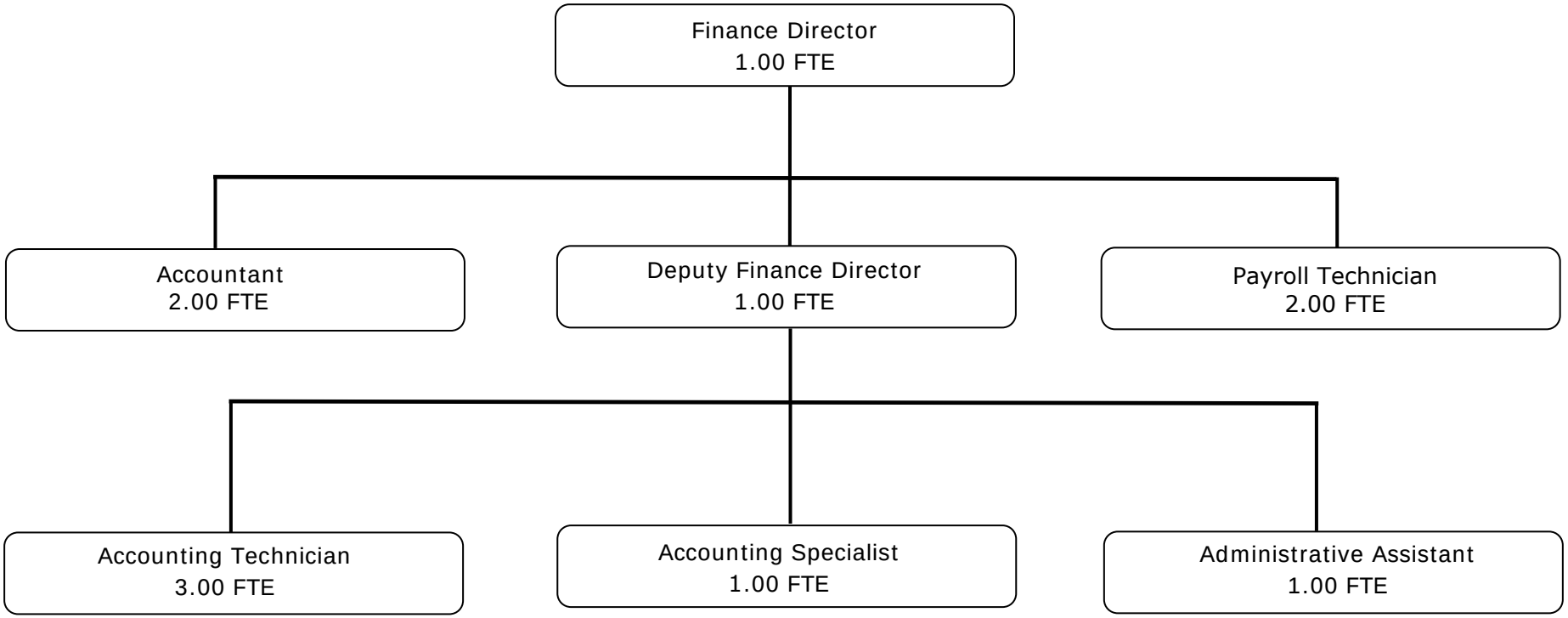
PERFORMANCE MEASURES:

Program/Service Outcomes: (based on program objectives)	2016-17 Actual	2017-18 Estimated	2018-19 Target
Perform classification and compensation analyses	Yes	Yes	
Implement the Human Resources Module in Incode	Yes	Yes	
Develop Personnel/Human Resources Staff	Yes	Yes	
Perform streamlined recruitment and hiring processes	Yes	Yes	
Perform ongoing benefits administration	Yes	Yes	
Perform ongoing personnel records administration	Yes	Yes	
Assess/implement options for storage of archived records	Yes	Yes	
Automate records retention administration	Yes	Yes	
Advance ongoing employee relation and resolutions	Yes	Yes	
Promote employee team building programs	Yes	Yes	
Pursue service contracts to accomplish goals when needed	Yes	Yes	

CITY of EUREKA

Organizational Chart

Finance Department



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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
EXPENDITURES BY PROGRAM:					
Finance	$ 1,252,319	$ 1,343,863	$ 1,318,338	$ 1,373,242	$ 1,425,021
Non-Departmental	2,374,176	1,720,789	1,663,540	1,727,079	1,734,313
Transit - General Public	1,619,500	1,479,080	1,479,080	-	-
Transit - Para transit	545,125	585,000	585,000	-	-
Successor Agency	329,689	250,000	250,000	250,000	250,000
	$ 6,120,809	$ 5,378,732	$ 5,295,958	$ 3,350,321	$ 3,409,334
EXPENDITURES BY CATEGORY:					
Salaries and Benefits	$ 1,064,863	$ 982,812	$ 959,071	$ 1,012,135	$ 1,149,477
Services and Supplies	5,054,773	4,394,920	4,335,887	2,337,186	2,258,857
Capital Outlay	1,173	1,000	1,000	1,000	1,000
Total Expenditures	$ 6,120,809	$ 5,378,732	$ 5,295,958	$ 3,350,321	$ 3,409,334
EXPENDITURES BY FUND					
General Fund	$ 1,989,317	$ 1,268,228	$ 1,268,228	$ 1,268,708	$ 1,268,708
General Fund - Donations	34,855	90,258	31,225	79,246	917
Water	307,797	312,593	303,050	292,587	303,083
Wastewater	290,378	314,590	298,357	287,842	298,338
Transit Fund	2,164,625	2,064,080	2,064,080	-	-
Internal Operations Fund	1,004,148	1,078,983	1,081,018	1,171,938	1,288,288
SA Debt Service Fund-Merged Area	250,000	250,000	250,000	250,000	250,000
SA - Econ Dev Admin	74,313	-	-	-	-
	5,376	-	-	-	-
Total Resources	$ 6,120,809	$ 5,378,732	$ 5,295,958	$ 3,350,321	$ 3,409,334

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
PERSONNEL:				
Full-time Positions	12.00	11.00	11.00	11.00
Total	12.00	11.00	11.00	11.00

General Government

DEPARTMENT: Finance **FUND:** Water/ Wastewater/ Internal Operations

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

PROGRAM: Finance **ACCOUNT:** 41430

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 922,442	$ 982,812	$ 957,287	$ 1,012,135	$ 1,063,914
Services and Supplies	328,704	360,051	360,051	360,107	360,107
Capital Outlay	1,173	1,000	1,000	1,000	1,000
Total Expenditures	$ 1,252,319	$ 1,343,863	$ 1,318,338	$ 1,373,242	$ 1,425,021
EXPENDITURES BY FUND					
Water	$ 307,797	$ 312,593	$ 303,050	$ 292,587	$ 303,083
Wastewater	290,378	314,590	298,357	287,842	298,338
Internal Operations Fund	654,144	716,680	716,931	792,813	823,600
Total Resources	$ 1,252,319	$ 1,343,863	$ 1,318,338	$ 1,373,242	$ 1,425,021

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Finance Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Deputy Finance Director	1.00	1.00	1.00	1.00
Finance Office Supervisor	1.00	-	-	-
Accountant I/II	1.00	2.00	2.00	2.00
Accounting Specialist	4.00	1.00	1.00	1.00
Accounting Technician II	3.00	3.00	3.00	3.00
Payroll Technician	-	2.00	2.00	2.00
Total	12.00	11.00	11.00	11.00

SERVICE LEVEL CHANGES:

Mid-Year: (2) Accounting Technicians reclassified to Payroll Technicians
(3) Accounting Specialists reclassified to Accounting Technicians
(1) Accounting Technician position eliminated

General Government

DEPARTMENT: Finance **FUND:** Water/ Wastewater/ Internal Operations

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.

	PERFORMANCE MEASURES:			
Supporting Program Objectives:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Invest 90% of available cash % of total cash actively invested	75%	75%	75%	75%
Issue third party reports on time Audit opinion issued by December 31	Mar 31	Dec 31	Dec 31	Dec 31
Single audit opinion issued by December 31	Mar 31	Dec 31	Dec 31	Dec 31
Bond disclosures filed by deadline	Yes	Yes	Yes	Yes
State Controllers' Report filed by deadline	No	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.

	PERFORMANCE MEASURES:			
Supporting Program Objectives:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 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.

DEPARTMENT: Finance **FUND:** Water/ Wastewater/ Internal Operations

PROGRAM: Finance **ACCOUNT:** 41430

OPERATIONS (Continued)

PERFORMANCE MEASURES:

Supporting Program Objectives:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Implement banking efficiencies				
Implement on-line bill payments	Completed	Completed	Completed	Completed
Number of utility bills paid online	18000	20000	20000	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	9,500	10,000	10,000	10,000
# of Accounts payable checks issued	5,500	5,800	5,800	5,800

PERFORMANCE MEASURES:

Supporting Program Objectives:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
# of Purchase Orders	1,200	1,200	1,200	1,200
Business Licenses processed	2,500	2,400	2,400	2,400
Dog licenses processed	2,800	2,900	2,900	2,900
Issue monthly statements to utility customers				
# of Utility statements issued	118,000	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.

PERFORMANCE MEASURES:

Supporting Program Objectives:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Make annual review of fees & charges	Yes	Yes	Yes	Yes

General Government

DEPARTMENT: Finance **FUND:** General Fund & Internal Operations

PROGRAM: Non-Departmental **ACCOUNT:** 41500

PROGRAM DESCRIPTION:

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

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 25,522	$ -	$ 1,784	$ -	$ 85,563
Services and Supplies	2,348,654	1,720,789	1,661,756	1,727,079	1,648,750
Capital Outlay	-	-	-	-	-
Total Expenditures	$ 2,374,176	$ 1,720,789	$ 1,663,540	$ 1,727,079	$ 1,734,313
EXPENDITURES BY FUND					
General Fund	$ 1,989,317	$ 1,268,228	$ 1,268,228	$ 1,268,708	$ 1,268,708
General Fund - Donations	34,855	90,258	31,225	79,246	917
Internal Operations	350,004	362,303	364,087	379,125	464,688
Total	$ 2,374,176	$ 1,720,789	$ 1,663,540	$ 1,727,079	$ 1,734,313

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget

FULL TIME AND REGULAR PART-TIME POSITIONS:

None.

SERVICE LEVEL CHANGES:

None.

General Government

DEPARTMENT: Finance **FUND:** General Fund & Internal Operations

PROGRAM: Non-Departmental **ACCOUNT:** 41500

COUNCIL GOALS SUPPORTED:

CONTINUED FINANCIAL STABILITY

SUPPORTING PROGRAM GOALS:

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

	PERFORMANCE MEASURES:			
Supporting Program Objectives:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
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.

	PERFORMANCE MEASURES:			
Supporting Program Objectives:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Number of community organizations supported	6	6	6	6

Transportation

DEPARTMENT: Finance **FUND:** Transit

PROGRAM: Transit - General Public **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.

PROGRAM EXPENDITURES:	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
Services and Supplies	1,619,500	1,479,080	1,479,080	-	-
Capital Outlay	-	-	-	-	-
Total Expenditures	$ 1,619,500	$ 1,479,080	$ 1,479,080	$ -	$ -

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget

FULL TIME AND REGULAR PART-TIME POSITIONS:

None.

SERVICE LEVEL CHANGES:

None.

Transportation

DEPARTMENT: Finance **FUND:** Transit

PROGRAM: Transit - General Public **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.

PERFORMANCE MEASURES:

Supporting Program Objectives:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Review contractor conformance to contract standards regarding vehicle operations, safety & reliability:	Quarterly	Quarterly	Quarterly	
Monitor program operational statistics:	Monthly	Monthly	Monthly	
Program/Service Statistics:				
Cost per passenger	$3.80	$4.00	$4.00	
Cost per hour	62.00	70.00	70.00	
Passengers per service hour	18	18	18	
Total passengers	220,000	220,000	220,000	
Cost per mile	6.50	7.00	7.00	
Encourage ridership thru advertisement and promotion of transit services:	Monthly	Monthly	Monthly	
Hold City Council Public Hearing regarding transit unmet needs:	Annually	Annually	Annually	
County-wide 5-year transit plans evaluated	Yes	Yes	Yes	

Transportation

DEPARTMENT: Finance **FUND:** Transit

PROGRAM: Transit - Paratransit **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Services and Supplies	$ 545,125	$ 585,000	$ 585,000	$ -	$ -
Total Expenditures	$ 545,125	$ 585,000	$ 585,000	$ -	$ -

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				

None.

SERVICE LEVEL CHANGES:

None

Transportation

DEPARTMENT: Finance **FUND:** Transit

PROGRAM: Transit - Paratransit **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).

PERFORMANCE MEASURES:

Supporting Program Objectives:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Review contractor conformance to contract standards regarding vehicle operations, safety, & reliability:	Quarterly	Quarterly	Quarterly	
Monitor program operational statistics:	Monthly	Monthly	Monthly	
Program/Service Statistics:				
Cost per mile	$6.50	$6.50	$6.50	
Cost per passenger	22.50	23.00	23.00	
Cost per hour	53.00	55.00	55.00	
Passengers per service hour	3	3	3	
Total passengers	22,000	22,000	22,000	
Hold City Council Public Hearing regarding transit unmet needs:	Annually	Annually	Annually	
County-wide 5-year transit plans evaluated	Yes	Yes	Yes	

General Government

DEPARTMENT:	Finance	**FUND:**	SA Debt Service Fund-Merged Area / SA Capital Fund-Merged Area
PROGRAM:	Successor Agency - Admin	**ACCOUNT:**	46410

PROGRAM DESCRIPTION:
The Successor Agency duties are to wind down Revelopment Agency affairs and to make payments on obligations approved by the California Department of Finance on the Recognized Obligation Payment Schedule (ROPS) prepared semi-annually.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 116,899	$ -	$ -	$ -	$ -
Services and Supplies	212,790	250,000	250,000	250,000	$ 250,000
Total Expenditures	$ 329,689	$ 250,000	$ 250,000	$ 250,000	$ 250,000
EXPENDITURES BY FUND:					
SA Debt Service Fund-Merged Area	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000
SA Capital Fund-Merged Area	74,313	-	-	-	-
SA - Econ Dev Admin	5,376	-	-	-	-
Total Resources	$ 329,689	$ 250,000	$ 250,000	$ 250,000	$ 250,000

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
None.				

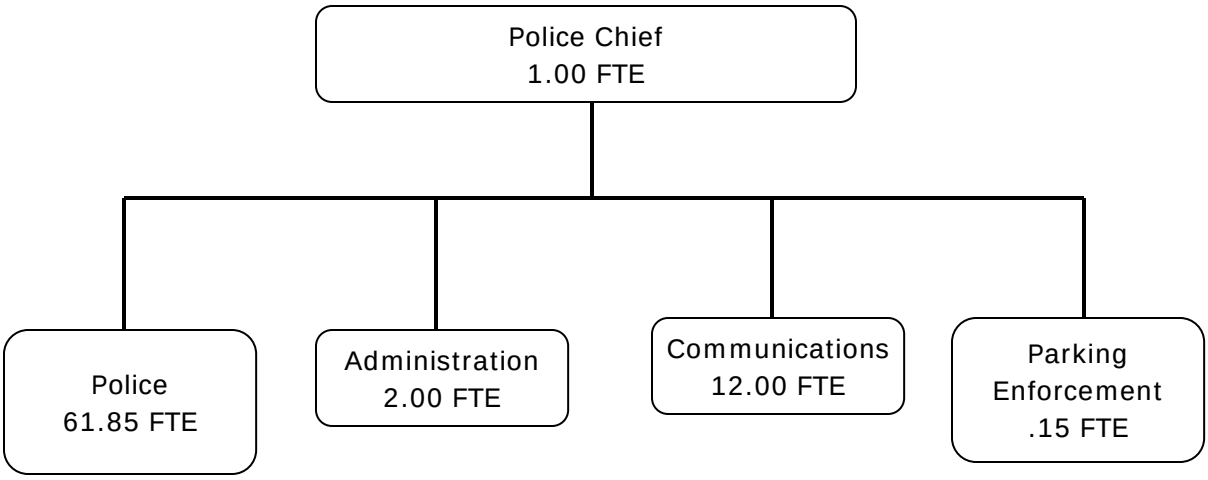
SERVICE LEVEL CHANGES:

None

CITY of EUREKA

Organizational Chart

Police Department



Department Summary - Police

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
EXPENDITURES BY PROGRAM:					
Police - General	$ 11,016,914	$ 13,145,092	$ 12,193,964	$ 12,957,740	$ 12,776,181
Communications	1,312,070	1,595,706	1,492,859	1,553,842	1,597,886
Parking Enforcement - Special Revenue	24,131	26,425	26,651	25,977	26,282
Total	$ 12,353,115	$ 14,767,223	$ 13,713,474	$ 14,537,559	$ 14,400,349
EXPENDITURES BY CATEGORY:					
Salaries and Benefits	$ 8,697,532	$ 9,609,981	$ 9,098,210	$ 10,222,426	$ 10,739,726
Services and Supplies	3,443,202	3,504,046	3,570,121	3,429,623	3,429,623
Capital Outlay	212,381	1,653,196	1,045,143	885,510	231,000
Total	$ 12,353,115	$ 14,767,223	$ 13,713,474	$ 14,537,559	$ 14,400,349
EXPENDITURES BY FUND:					
General Fund	$ 12,049,042	$ 13,097,766	$ 12,624,669	$ 13,652,573	$ 14,169,568
Donations	10,206	71,836	15,950	55,499	55,499
Drug Asset	54,754	745,417	745,417	-	-
Public Safety Grants	106,917	645,440	119,348	561,577	-
Special Police Grants	14,989	-	-	-	-
Supplemental Law Enforcement - SLES	8,866	131,339	131,343	192,933	100,000
Traffic Offender	36,220	-	1,096	-	-
Vehicle Abatement	47,990	49,000	49,000	49,000	49,000
Parking Fund	24,131	26,425	26,651	25,977	26,282
Total	$ 12,353,115	$ 14,767,223	$ 13,713,474	$ 14,537,559	$ 14,400,349

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
PERSONNEL:				
Full-time Positions	81.00	81.00	77.00	77.00
Total	81.00	81.00	77.00	77.00

Public Safety

DEPARTMENT: Police **FUND:** General

PROGRAM: Police **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.

PROGRAM EXPENDITURES:	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
Salaries and Benefits	$ 7,774,080	$ 8,433,428	$ 8,024,278	$ 9,053,655	$ 9,526,606
Services and Supplies	3,030,453	3,058,468	3,124,543	3,018,575	3,018,575
Capital Outlay	212,381	1,653,196	1,045,143	885,510	231,000
Total Expenditures	$ 11,016,914	$ 13,145,092	$ 12,193,964	$ 12,957,740	$ 12,776,181

Public Safety

DEPARTMENT: Police **FUND:** General

PROGRAM: Police **ACCOUNT:** 42100

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
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 Sergeant	8.00	9.00	9.00	9.00
Police Officer	43.00	42.00	38.00	38.00
Neighborhood Oriented Policing Officer	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	1.00
Community Services Officer	-	2.00	2.00	2.00
Crime Analyst	-	1.00	1.00	1.00
Evidence Technician	1.00	1.00	1.00	1.00
Information Services Analyst I/II	-	1.00	1.00	1.00
Police Property Coordinator	-	1.00	1.00	1.00
Police Property Technician	2.00	1.00	1.00	1.00
Police Records Manager	-	1.00	1.00	1.00
Police Records Supervisor	0.85	-	-	-
Police Records Specialist I/II	5.00	2.85	2.85	2.85
Police Records Technician	-	1.00	1.00	1.00
Total	67.85	68.85	64.85	64.85

SERVICE LEVEL CHANGES:

Information Services Analyst I/II Created (+1 FTE)

Public Safety

DEPARTMENT: Police **FUND:** General

PROGRAM: Police **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.

	PERFORMANCE MEASURES			
Supporting Departmental Objectives-Goal	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Response time to all life-threatening calls for service.	< 4 min.	< 4 min.	< 4 min.	
Recovery of stolen property by value.	75%	75%	75%	

REDUCE TRAFFIC ACCIDENT RATES IN THE CITY OF EUREKA.

	PERFORMANCE MEASURES			
Supporting Departmental Objectives-Goal	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Process completed traffic reports/data witl ten working days. Use statistical data to provide traffic enforcement in the areas with the highest number of collisions.	100%	100%	100%	

STRENGTHEN NEIGHBORHOOD GROUPS DEDICATED TO COMMUNITY IMPROVEMENT.

	PERFORMANCE MEASURES			
Supporting Departmental Objectives-Goal	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Coordinate the development of Neighborhc Watch Groups.	5	12	12	

Public Safety

DEPARTMENT: Police **FUND:** General

PROGRAM: Communications **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 903,488	$ 1,153,215	$ 1,050,368	$ 1,144,748	$ 1,188,792
Services and Supplies	408,582	442,491	442,491	409,094	409,094
Capital Outlay	-	-	-	-	-
Total Expenditures	$ 1,312,070	$ 1,595,706	$ 1,492,859	$ 1,553,842	$ 1,597,886

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Support Services Manager	1.00	-	-	-
Communications Manager	-	1.00	1.00	1.00
Communications Supervisor	1.00	-	-	-
Senior Communications Dispatcher	3.00	4.00	4.00	4.00
Communications Dispatcher	8.00	7.00	7.00	7.00
Total	13.00	12.00	12.00	12.00

SERVICE LEVEL CHANGES:

Communications Dispatcher Eliminated (-1 FTE)

Public Safety

DEPARTMENT: Police **FUND:** General

PROGRAM: Communications **ACCOUNT:** 42125

COUNCIL GOALS SUPPORTED:

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

	PERFORMANCE MEASURES			
Supporting Departmental Objectives-Goal	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Attend Operational Area meetings.	6	6	6	

MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS.

	PERFORMANCE MEASURES			
Supporting Departmental Objectives-Goal	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Answer 9-1-1 calls with 3 rings.	100%	100%	100%	
Initiate dispatch of life/death emergencies from time of call receipt to one minute.	100%	100%	100%	

Public Safety

DEPARTMENT: Police **FUND:** Parking

PROGRAM: Parking Enforcement **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 19,964	$ 23,338	$ 23,564	$ 24,023	$ 24,328
Services and Supplies	4,167	3,087	3,087	1,954	1,954
Total Expenditures	$ 24,131	$ 26,425	$ 26,651	$ 25,977	$ 26,282

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Police Records Specialist I/II	0.15	0.15	0.15	0.15
Total	0.15	0.15	0.15	0.15

SERVICE LEVEL CHANGES:

None

COUNCIL GOALS SUPPORTED:

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

PERFORMANCE MEASURES

Supporting Departmental Objectives-Goal	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Monitor curbside parking during peak traffic hours.	100%	100%	100%	
Enforce unsafe blockage of driveways and alleyways.	80%	80%	80%	

CITY of EUREKA

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.

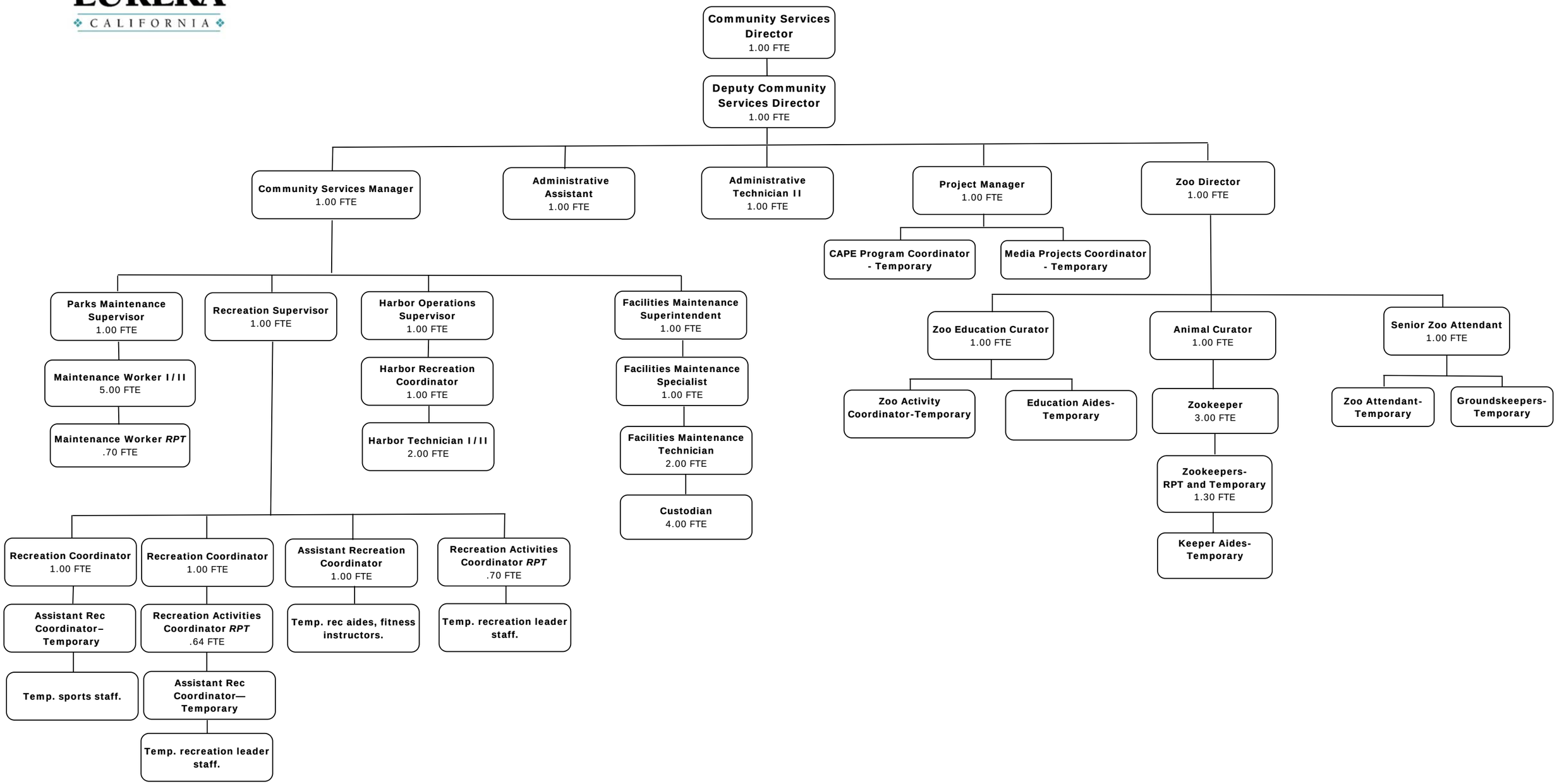
	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
EXPENDITURES BY PROGRAM:					
Fire Services	$ 6,676,806	$ 6,580,629	$ 6,640,629	$ 6,627,589	$ 6,627,589
EXPENDITURES BY CATEGORY:					
Salaries and Benefits	$ -	$ -	$ -	$ -	$ -
Services and Supplies	6,676,806	6,580,629	6,580,629	6,627,589	6,627,589
Capital Outlay	-	-	60,000	-	-
Total	$ 6,676,806	$ 6,580,629	$ 6,640,629	$ 6,627,589	$ 6,627,589
EXPENDITURES BY FUND:					
General Fund	$ 6,387,077	$ 6,580,629	$ 6,640,629	$ 6,627,589	$ 6,627,589
Haz/Mat Response Fund	289,729	-	-	-	-
Total	$ 6,676,806	$ 6,580,629	$ 6,640,629	$ 6,627,589	$ 6,627,589

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
PERSONNEL:				
Full-time Positions	-	-	-	-
Total				

For FY2016-17, FY2017-18 and FY2018-19 all expenses are reflected in Services and Supplies.

Community Services Department

Organizational Chart



Department Summary - Community Services

DEPARTMENT DESCRIPTION:

The Community Services 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:	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
Community Services - Administration	$ 467,420	$ 601,799	$ 546,525	$ 825,400	$ 848,609
Zoo	1,070,049	1,199,012	1,190,811	1,216,392	1,242,961
Park Operations	817,657	859,499	891,148	877,541	896,157
Adorni	389,381	452,834	455,349	351,688	355,341
Recreation - Administration	4,253	-	-	-	-
Recreation - Youth	720,095	654,555	721,457	836,676	850,308
Recreation - Adult	153,372	162,299	163,798	159,298	162,495
Environmental Programs	43,229	100,387	75,473	104,585	107,615
Harbor	1,006,375	678,008	679,347	695,235	705,406
Wharfinger	190,813	234,878	232,779	240,985	243,006
Facilities Operations	671,577	909,392	815,489	981,637	924,006
Total	$ 5,534,221	$ 5,852,663	$ 5,772,176	$ 6,289,437	$ 6,335,904

EXPENDITURES BY CATEGORY:					
Salaries and Benefits	$ 3,018,309	$ 3,416,226	$ 3,316,682	$ 3,841,741	$ 3,888,208
Services and Supplies	2,475,808	2,386,937	2,405,994	2,399,696	2,399,696
Capital Outlay	40,104	49,500	49,500	48,000	48,000
Total	$ 5,534,221	$ 5,852,663	$ 5,772,176	$ 6,289,437	$ 6,335,904

EXPENDITURES BY FUND:	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
General Fund	$ 3,602,089	$ 3,904,217	$ 3,916,650	$ 4,261,049	$ 4,349,925
General Fund - Donations	20,138	25,781	52,438	5,946	5,946
Environmental Programs	43,229	100,387	75,473	104,585	107,615
Humboldt Bay	1,197,188	912,886	912,126	936,220	948,412
Internal Operations	1,571	-	1,715	-	-
Internal Operations	670,006	909,392	813,774	981,637	924,006
Total	$ 5,534,221	$ 5,852,663	$ 5,772,176	$ 6,289,437	$ 6,335,904

PERSONNEL:	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
Full-time Positions	33.00	34.00	35.00	35.00
Regular Part-time Positions	4.04	3.34	3.34	3.34
Total	37.04	37.34	38.34	38.34

Community Services

DEPARTMENT: Community Services **FUND:** General

PROGRAM: Community Services Administration **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 270,330	$ 350,633	$ 295,359	$ 531,385	$ 554,594
Services and Supplies	197,090	251,166	251,166	294,015	294,015
Total Expenditures	$ 467,420	$ 601,799	$ 546,525	$ 825,400	$ 848,609
EXPENDITURES BY FUND:					
General Fund	$ 467,420	$ 601,799	$ 546,525	$ 825,400	$ 848,609
Total	$ 467,420	$ 601,799	$ 546,525	$ 825,400	$ 848,609

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Community Services Director	1.00	1.00	1.00	1.00
Deputy Community Services Director	0.50	1.00	1.00	1.00
Project Manager	0.70	0.70	0.70	0.70
Administrative Assistant	-	1.00	1.00	1.00
Administrative Technician	0.50	1.00	1.00	1.00
Total	2.70	4.70	4.70	4.70

SERVICE LEVEL CHANGES:

Recreation Coordinator reclassified to Project Manager, moved to Community Services Administration (+.70 FTE)

Community Services

DEPARTMENT: Community Services **FUND:** General

PROGRAM: Community Services Administration **ACCOUNT:** 45110

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

PERFORMANCE MEASURES:

Supporting Program Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Maintain monthly meeting schedule with Community Services Commission	Yes	Yes	Yes	
Implement quarterly employee development for supervisors	Yes	Yes	Yes	

Community Services

DEPARTMENT Community Services | **FUND:** General

PROGRAM: Sequoia Park Zoo | **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 exhibitry; 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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 602,383	$ 697,481	$ 689,280	$ 737,029	$ 763,598
Services and Supplies	467,666	500,031	500,031	479,363	479,363
Capital Outlay	-	1,500	1,500	-	-
Total Expenditures	$ 1,070,049	$ 1,199,012	$ 1,190,811	$ 1,216,392	$ 1,242,961
EXPENDITURES BY FUND:					
General Fund	$ 1,070,049	$ 1,199,012	$ 1,190,811	$ 1,216,392	$ 1,242,961
Total	$ 1,070,049	$ 1,199,012	$ 1,190,811	$ 1,216,392	$ 1,242,961

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME EQUIVALENT POSITIONS:				
Animal Curator	1.00	1.00	1.00	1.00
Senior Zoo Attendant	-	1.00	1.00	1.00
Zoo Attendant	1.00	-	-	-
Zoo Education / Operations Supervisor	1.00	-	-	-
Zoo Education Curator	-	1.00	1.00	1.00
Zoo Director	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:

Zoo Education and Operations Supervisor reclassified to Zoo Education Curator
Zoo Attendant reclassified to Senior Zoo Attendant
Animal Care Supervisor retitled to Animal Curator
Zoo Manager retitled to Zoo Director

Community Services

DEPARTMENT Community Services | **FUND:** General

PROGRAM: Sequoia Park Zoo | **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	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Maintain or increase diversity of species / #	56/190	56/190	56/190	
Maintain or increase # of SSP managed species	12	12	12	
Improve quality or eliminate older exhibits (#)	1 - BY refresh	TBD	TBD	
Maintain AZA accreditation	Yes	Yes	Yes	
Implement Facility Master Plan		CEQA	CEQA	

Supporting Departmental Goal:

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

PERFORMANCE MEASURES:

Supporting Program Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Budget**
Provide special zoo events (#)	6	7	7	
Provide full service café & gift shop (hrs operating)	90%	90%	90%	
Provide quarterly newsletter	1	2	2	
Provide marketing, web & social media	$ 50,000	$ 50,000	$ 50,000	

Supporting Departmental Goal:

Provide educational & personal development opportunities for the community.

PERFORMANCE MEASURES:

Supporting Program Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Budget**
Offer youth programs/camps (#classes / #served)	12/170	19/350	19/350	
Offer Guided Zoo Tours (# tours / # served)	11/300	13/350	13/350	
Offer Youth Volunteer Program (#participants)	25	25	25	
Offer Adult Volunteer Program (#participants)	72	72	72	
Offer adult classes/lectures (#participants)	400	400	400	
School field trips (# students)	2000	2000	2000	

Enhance Revenue Sources for Budget Sustainability

PERFORMANCE MEASURES:

Supporting Program Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Budget**
Increase Annual Attendance	105,000	107,000	107,000	
Increase Revenue Through Admissions	$ 290,000	$ 305,000	$ 305,000	
Generate Facility Rental Revenue	$ 1,000	$ 3,000	$ 3,000	
Generate Class, Tours, and Program Revenue	$ 18,500	$ 21,400	$ 21,400	
Grant $ submitted / Awarded	$ 20,000	$ 50,000	$ 50,000	

Community Services

DEPARTMENT Community Services | **FUND:** General

PROGRAM: Sequoia Park Zoo | **ACCOUNT:** 45140

Supporting Departmental Goal:

Create a premier visitor destination for Eureka.

Supporting Departmental Goal:	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Budget
Enhance Tourism (# visitors from outside Humboldt County)	15,250	16,000	16,000	
Increase Visitor Stay Time (# hours)	~1.75 hrs	~1.75 hrs	~1.75 hrs	

Community Services

DEPARTMENT Community Services | **FUND:** General

PROGRAM: Park Operations | **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 432,656	$ 483,711	$ 481,060	$ 500,386	$ 519,002
Services and Supplies	382,609	365,788	400,088	367,155	367,155
Capital Outlay	2,392	10,000	10,000	10,000	10,000
Total Expenditures	$ 817,657	$ 859,499	$ 891,148	$ 877,541	$ 896,157
EXPENDITURES BY FUND:					
General Fund	$ 799,784	$ 853,007	$ 850,356	$ 871,595	$ 890,211
General Fund - Donations	17,873	6,492	40,792	5,946	5,946
Total	$ 817,657	$ 859,499	$ 891,148	$ 877,541	$ 896,157

	2016-17 Actual	2017-18 Budget	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
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
Community Services Manager	1.00	1.00	1.00	1.00
Senior Maintenance Worker	2.00	-	-	-
Total	6.70	6.70	6.70	6.70

SERVICE LEVEL CHANGES:

None.

Community Services

DEPARTMENT Community Services		**FUND:**	General
PROGRAM:	Park Operations	**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

Community Services

DEPARTMENT Community Services | **FUND:** General

PROGRAM: Park Operations | **ACCOUNT:** 45150

PERFORMANCE MEASURES:

Program/Service Outcomes: *(based on program objectives*	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Provide program of high quality maintenance to parks, landscape areas and parking lots on a regular basis.	Yes	Yes	Yes	
Provide a program to continue upgrading play ground areas to to be in compliance with the Consumer Product Safety Commission guidelines.	Yes	Yes	Yes	
Continue Integrated Pest Management program through the expanded use of mulch materials for weed control in planters	Yes	Yes	Yes	
Provide program for systematic maintenance and pruning of street trees	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	
Provide programs to host a wide variety of community events	Yes	Yes	Yes	

PERFORMANCE MEASURES:

Program/Service Outputs: (**goods, services, units produced)**	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Budget**
# of Park sites maintained	13	13	13	
# of Landscape sites maintained	42	42	42	
# of Street trees maintained	1400	1400	1400	
# of Area acres maintained	138	138	138	
# of Turf acres maintained	35	35	35	
# of Playgrounds maintained	9	9	9	
# of Restrooms maintained	8	8	8	
# of Parking lots maintained	24	24	24	

Community Services

DEPARTMENT: Community Services **FUND:** General

PROGRAM: Adorni Center **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 220,699	$ 240,368	$ 242,883	$ 159,218	$ 162,871
Services and Supplies	159,041	202,466	202,466	182,470	182,470
Capital Outlay	9,641	10,000	10,000	10,000	10,000
Total Expenditures	$ 389,381	$ 452,834	$ 455,349	$ 351,688	$ 355,341
EXPENDITURES BY FUND:					
General Fund	$ 389,381	$ 452,834	$ 455,349	$ 351,688	$ 355,341
Total	$ 389,381	$ 452,834	$ 455,349	$ 351,688	$ 355,341

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Administrative Assistant	1.00	-	-	-
Recreation Supervisor	-	0.33	0.33	0.33
Assistant Recreation Coordinator	1.00	0.75	0.75	0.75
Total	2.00	1.08	1.08	1.08

SERVICE LEVEL CHANGES:

Recreation Coordinator reclassified to Project Manager, moved to Community Services Administration (-1 FTE)
Assistant Recreation Coordinator (RPT) reclassified to Assistant Recreation Coordinator (+.30 FTE)

Community Services

DEPARTMENT: Community Services **FUND:** General

PROGRAM: Adorni Center **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.

PERFORMANCE MEASURES:

SUPPORTING PROGRAM OBJECTIVES:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimate**	**2018-19 Budget**
# of Adorni Center Rentals	14	14	14	
# of Conference Room Rentals	360	360	360	
# of Aerobic Classes	2,080	2,080	2,080	
# of Adorni Center Memberships	1,850	1,850	1,850	
# of Youth Sports Leagues	1	1	1	
# of Adult Sports Leagues	3	3	3	

Community Services

DEPARTMENT: Community Services **FUND:** General

PROGRAM: Recreation Administration **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ (108)	$ -	$ -	$ -	$ -
Services and Supplies	4,361	-	-	-	-
Total Expenditures	$ 4,253	$ -	$ -	$ -	$ -
EXPENDITURES BY FUND:					
General Fund	$ 4,253	$ -	$ -	$ -	$ -
Total	$ 4,253	$ -	$ -	$ -	$ -

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
None	-	-	-	-
Total	-	-	-	-

SERVICE LEVEL CHANGES:

None.

Community Services

DEPARTMENT: Community Services **FUND:** General

PROGRAM: Recreation Administration **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:

Supporting Program Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Produce Recreation Division Activity Brochure on a bi-annual basis.	Yes	Yes	Yes	
Maintain monthly meeting schedule with local school districts	Yes	Yes	Yes	
Maintain monthly meeting schedule with Community Services Commission	Yes	Yes	Yes	
Program/Service Outputs: (goods, services, units produced)				
# of Continuing Programs Available to General Public	15	16	16	
# of New Programs Available to General Public	0	0	0	

Community Services

DEPARTMENT: Community Services **FUND:** General & Donations

PROGRAM: Recreation-Youth Programs and Activities **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 611,368	$ 519,512	$ 601,657	$ 720,556	$ 734,188
Services and Supplies	102,174	130,043	114,800	111,120	111,120
Capital Outlay	6,553	5,000	5,000	5,000	5,000
Total Expenditures	$ 720,095	$ 654,555	$ 721,457	$ 836,676	$ 850,308
EXPENDITURES BY FUND:					
General Fund	$ 717,830	$ 635,266	$ 709,811	$ 836,676	$ 850,308
Donations Fund	2,265	19,289	11,646	-	-
Total	$ 720,095	$ 654,555	$ 721,457	$ 836,676	$ 850,308

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Deputy Community Services Director	0.25	-	-	-
Administrative Technician I	0.25	-	-	-
Recreation Coordinator	0.50	0.50	1.50	1.50
Recreation Supervisor	0.50	0.34	0.34	0.34
Recreation/Zoo Activities Coordinator (RPT)	0.70	0.70	0.70	0.70
Recreation Activities Coordinator (RPT)	0.64	0.64	0.64	0.64
Total	2.84	2.18	3.18	3.18

SERVICE LEVEL CHANGES:

Recreation Activities Coordinator retitled to Recreation/Zoo Activities Coordinator

Community Services

DEPARTMENT: Community Services **FUND:** General & Donations

PROGRAM: Recreation-Youth Programs and Activities **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.

PERFORMANCE MEASURES:

Supporting Program Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Budget**
Maintain after-school programs for youth	Yes	Yes	Yes	
# After-School Program participants	90,000	90,000	90,000	
# of Ryan Youth Center participants	3,800	3,800	3,800	
Provide a youth basketball league	Yes	Yes	Yes	
# of Hoopsters Basketball participants	500	500	500	
Provide a Roller Skating Program	Yes	Yes	Yes	
# of Roller Skating participants	4,700	4,700	4,700	
Provide Summer Day Camps and Playgrounds	Yes	Yes	Yes	
# of Summer Day Camp participants	1,600	1,600	1,600	
# of Summer Playground participants	2,000	2,000	2,000	

Community Services

DEPARTMENT: Community Services **FUND:** General

PROGRAM: Recreation-Adult Programs and Activities **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 105,799	$ 112,341	$ 113,840	$ 113,040	$ 116,237
Services and Supplies	38,935	45,958	45,958	42,258	42,258
Capital Outlay	8,638	4,000	4,000	4,000	4,000
Total Expenditures	$ 153,372	$ 162,299	$ 163,798	$ 159,298	$ 162,495
EXPENDITURES BY FUND:					
General Fund	$ 153,372	$ 162,299	$ 163,798	$ 159,298	$ 162,495
Total	$ 153,372	$ 162,299	$ 163,798	$ 159,298	$ 162,495

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Deputy Community Services Director	0.25	-	-	-
Administrative Technician I	0.25	-	-	-
Recreation Coordinator	0.50	0.50	0.50	0.50
Recreation Supervisor	0.50	0.33	0.33	0.33
Total	1.50	0.83	0.83	0.83

SERVICE LEVEL CHANGES:

None.

Community Services

DEPARTMENT: Community Services **FUND:** General

PROGRAM: Recreation-Adult Programs and Activities **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.

PERFORMANCE MEASURES:

SUPPORTING PROGRAM OBJECTIVES:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Budget**	**2018-19 Budget**
Maintain a variety of adult programs that maintain or increase participation levels	Yes	Yes	Yes	
# of Basketball Teams	24	24	24	
# of Volleyball Teams	30	30	30	
# of Softball Teams	42	42	42	
# of Special Interest Classes	5	5	5	

Community Services

DEPARTMENT: Community Services **Fund:** Environmental Programs

PROGRAM: 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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 8,426	$ 55,799	$ 30,885	$ 60,519	$ 63,549
Services and Supplies	34,803	44,588	44,588	44,066	44,066
Total Expenditures	$ 43,229	$ 100,387	$ 75,473	$ 104,585	$ 107,615
EXPENDITURES BY FUND:					
Environmental Programs	$ 43,229	$ 100,387	$ 75,473	$ 104,585	$ 107,615
Total	$ 43,229	$ 100,387	$ 75,473	$ 104,585	$ 107,615

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Project Manager	-	0.30	0.30	0.30
Assistant Recreation Coordinator	0.30	0.25	0.25	0.25
Total	0.30	0.55	0.55	0.55

SERVICE LEVEL CHANGES:

None.

Community Services

DEPARTMENT: Community Services | **Fund:** Environmental Programs

PROGRAM: Environmental Programs | **Account:** 44505

COUNCIL GOALS SUPPORTED:

Increase Waste Diversion and Recycling in the City of Eureka

	PERFORMANCE MEASURES:			
Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Develop Regional Food Waste Diversion Facility	25%	75%	75%	
Increase Commercial Recycling	100%	100%	100%	
Continue outreach/promotional efforts	100%	100%	100%	
Continue Special Collection Events	4	4	4	
Continue Regionalization efforts	50%	100%	75%	
Continue efforts to divert construction/demolition debris	25%	50%	50%	

Develop a City and Regional Trail System

	PERFORMANCE MEASURES:			
Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Continue efforts to develop Elk River Wildlife Trail	100%	100%	100%	
Continue efforts to develop Eureka-Arcata Trail	25%	50%	25%	
Continue to develop Eureka Waterfront Trail/Promenade	50%	75%	75%	

	PERFORMANCE MEASURES:		
Program/Service Outcomes: (based on program objectives)	**2016-17 Actual**	**2017-18 Actual**	**2018-19 Budget**
Develop regional compost Facility through HWMA	Yes	Yes	
Permit processes completed for Elk River Trail System	Yes	Yes	
Promotional costs of recycling and waste reduction programs	$5,000	$7,000	
# of households using curbside recycling collection services	8,154	8,154	
Tonnage diverted through recycling	3,600	3,800	
Diversion rate (recycling)	58%	60%	
# of business waste audits	1	2	

Community Services

DEPARTMENT: Community Services **FUND:** General

PROGRAM: Facilities Operations **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 Sequioa Park Zoo, Recreational Facilities, and traffic signal electrical services throughout the City system.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 379,540	$ 524,838	$ 430,935	$ 575,396	$ 517,765
Services and Supplies	282,921	374,554	374,554	396,241	396,241
Capital Outlay	9,116	10,000	10,000	10,000	10,000
Total Expenditures	$ 671,577	$ 909,392	$ 815,489	$ 981,637	$ 924,006
EXPENDITURES BY FUND:					
Internal Operations Fund	$ 1,571	$ -	$ 1,715	$ -	$ -
Facilities Operations Fund	670,006	909,392	813,774	981,637	924,006
Total	$ 671,577	$ 909,392	$ 815,489	$ 981,637	$ 924,006

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Custodian	4.00	4.00	4.00	4.00
Electrician	1.00	-	-	-
Community Services Manager	0.50	0.50	0.50	0.50
Facilities Maintenance Superintendent	1.00	1.00	1.00	1.00
Facilities Maintenance Specialist	-	1.00	1.00	1.00
Facilities Maintenance Technician	1.00	2.00	2.00	2.00
Facilities Maintenance Technician RPT	0.70	-	-	-
Total	8.20	8.50	8.50	8.50

SERVICE LEVEL CHANGES:

Electrician Eliminated (-1 FTE)
Facilities Maintenance Technician Created (+1 FTE)
Facilities Maintenance Technician (RPT) Created (+.70 FTE)

Community Services

DEPARTMENT: Community Services **FUND:** General

PROGRAM: Facilities Operations **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.

	PERFORMANCE MEASURES:			
Program/Service Outcomes: ***(based on program objectives***	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Implement schedule for corrective and preventative maintenance for City buildings and facilities	Partial	Partial	Partial	
Continue schedule to provide daily custodial care	Yes	Yes	Yes	
Continue Work Order Backlog System	Yes	Yes	Yes	
Contine program to perform regular maintenance checks to City traffic signals and sewer pump station alarm system	Yes	Yes	Yes	

Community Services

DEPARTMENT: Community Services **FUND:** General

PROGRAM: Facilities Operations **ACCOUNT:** 44500

Program/Service Outputs: (goods, services, units produced)	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Budget
	PERFORMANCE MEASURES:			
# of City-owned building maintained	82	82	82	
# of Offices receiving custodial care on a daily basis	75	75	75	
# of Restrooms maintained on a daily basis	32	32	32	
# of Traffic signals maintained on a regular basis	26	26	26	

Community Services

DEPARTMENT: Community Services **FUND:** Harbor

PROGRAM: Harbor Operations **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 295,378	$ 329,659	$ 330,998	$ 342,222	$ 352,393
Services and Supplies	707,233	343,349	343,349	348,013	348,013
Capital Outlay	3,764	5,000	5,000	5,000	5,000
Total Expenditures	$ 1,006,375	$ 678,008	$ 679,347	$ 695,235	$ 705,406
EXPENDITURES BY FUND:					
Humboldt Bay	$ 1,006,375	$ 678,008	$ 679,347	$ 695,235	$ 705,406
Total	$ 1,006,375	$ 678,008	$ 679,347	$ 695,235	$ 705,406

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Harbor Operations Technician I/II	2.00	2.00	2.00	2.00
Harbor Operations Supervisor	1.00	1.00	1.00	1.00
Community Services Manager	0.50	0.50	0.50	0.50
Total	3.50	3.50	3.50	3.50

SERVICE LEVEL CHANGES:

None.

Community Services

DEPARTMENT: Community Services **FUND:** Harbor

PROGRAM: Harbor Operations **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.

Community Services

DEPARTMENT: Community Services **FUND:** Harbor

PROGRAM: Harbor Operations **ACCOUNT:** 44440

PERFORMANCE MEASURES:

Program/Service Outcomes: *(based on program objectives)*	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Check and maintain docks on a daily basis	Yes	Yes	Yes	
Train staff in use of operations procedures manual	Yes	Yes	Yes	
Continue program to clean up and remove derelict vessels at the Eureka Public Marina	Yes	Yes	Yes	
Implement schedule to contract engineering's survey work and dredging of harbor	Yes	Yes	Yes	
Implement program to provide public marina rental services and event set up at Wharfinger Building	Yes	Yes	Yes	
Implement program to oversee 221 acres of wetlands	Yes	Yes	Yes	
Operation and maintenance of Fisherman's Terminal and C Street Market Square	Yes	Yes	Yes	

PERFORMANCE MEASURES:

Program/Service Outputs: (goods, services, units produced)	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Budget**
# docks checked and main- on a daily basis	12	12	12	
# of miles of waterfront inspected daily	5	5	5	
# of restrooms maintained	4	4	4	

Community Services

DEPARTMENT Community Services | **FUND:** Humboldt Bay

PROGRAM: Wharfinger | **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 91,838	$ 101,884	$ 99,785	$ 101,990	$ 104,011
Services and Supplies	98,975	128,994	128,994	134,995	134,995
Capital Outlay	-	4,000	4,000	4,000	4,000
Total Expenditures	$ 190,813	$ 234,878	$ 232,779	$ 240,985	$ 243,006
EXPENDITURES BY FUND:					
Humboldt Bay	$ 190,813	$ 234,878	$ 232,779	$ 240,985	$ 243,006
Total	$ 190,813	$ 234,878	$ 232,779	$ 240,985	$ 243,006

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 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.

Community Services

DEPARTMENT Community Services | **FUND:** Humboldt Bay

PROGRAM: Wharfinger | **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.

PERFORMANCE MEASURES:

Program/Service Outcomes: *(based on program objectives*	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Implement new building rental regulations and guidelines	Yes	Yes	Yes	
Provide quarterly staff training workshops	Yes	Yes	Yes	
Implement marketing strategy to increase rentals	Yes	Yes	Yes	
Host community wide special events and provide facilities for public rentals	Yes	Yes	Yes	

Community Services

DEPARTMENT Community Services | **FUND:** Humboldt Bay

PROGRAM: Wharfinger | **ACCOUNT:** 44441

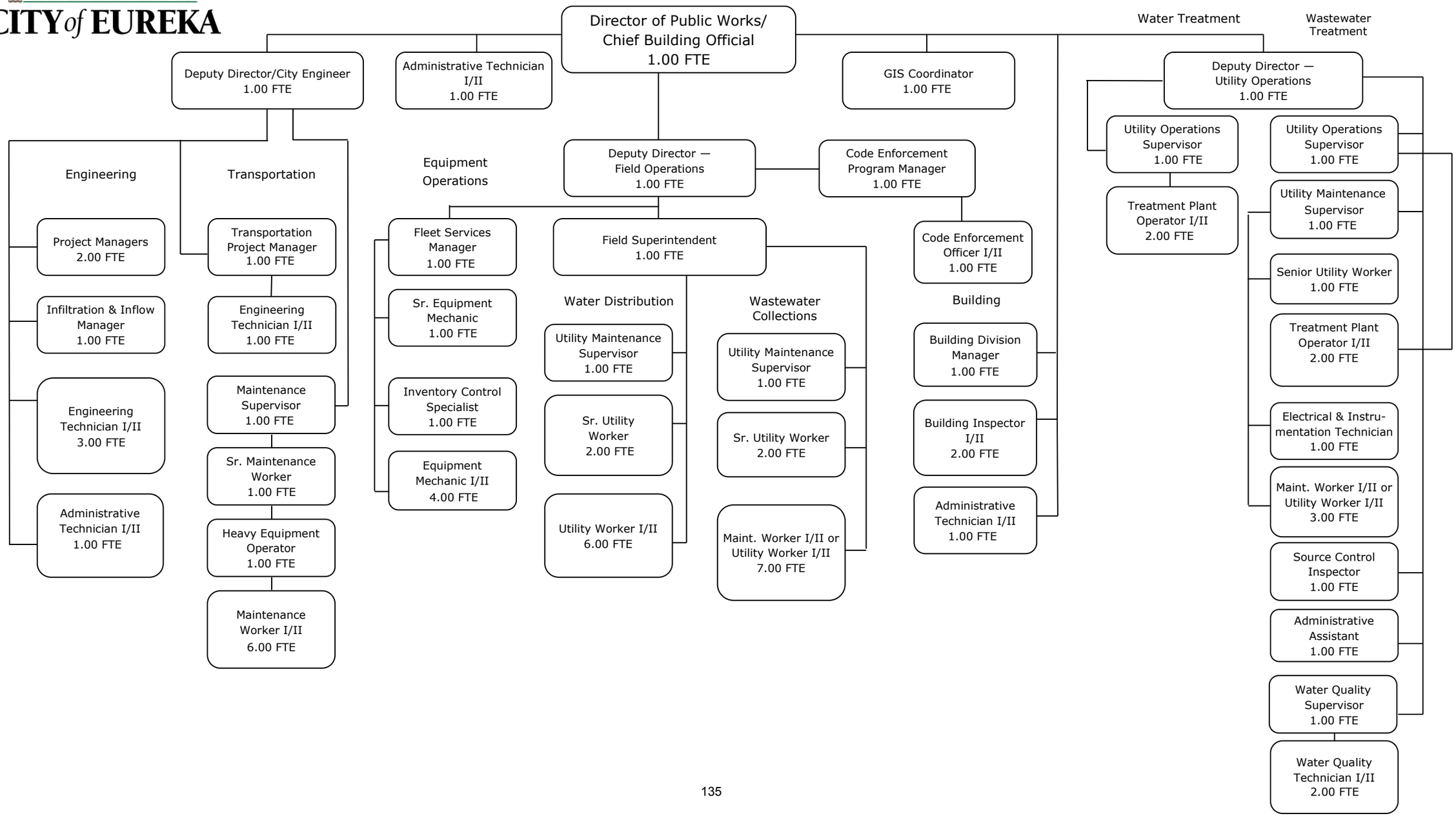
PERFORMANCE MEASURES:

Program/Service Outputs: (goods, services, units produced)	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Budget**
# of Monthly events at the Wharfinger Building	35	35	35	
Monthly revenues from rentals	$5,500	$6,000	$6,000	

CITY of EUREKA

The City of Eureka
Organizational Chart
2018/19

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:	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
Administration	$ 354,272	$ 462,005	$ 427,921	$ 479,249	$ 501,399
Stormwater	182,450	232,888	238,906	241,007	245,003
Streets/Alley Maintenance	1,046,521	1,015,737	1,078,977	1,151,837	1,172,540
Water Distribution	2,189,741	1,657,895	1,681,477	1,709,271	1,745,322
Water Treatment	3,556,295	3,916,342	3,909,523	3,939,846	3,957,067
Sewer Collection	2,173,284	1,736,123	1,695,659	1,683,294	1,722,679
Wastewater Treatment	4,020,032	3,455,685	3,535,844	3,666,285	3,727,581
Equipment Operations	1,701,550	2,371,316	2,370,740	2,600,048	2,627,667
Engineering	799,847	930,583	923,134	1,093,806	1,138,362
Traffic	282,794	320,083	319,512	326,798	339,751
Building - Construction Regulation	538,444	608,031	588,686	608,329	632,023
Building - Code Enforcement	793,964	363,596	382,758	440,761	454,558
Total	$ 17,639,194	$ 17,070,284	$ 17,153,137	$ 17,940,531	$ 18,263,952

EXPENDITURES BY CATEGORY:					
Salaries and Benefits	$ 5,594,868	$ 5,946,247	$ 6,061,100	$ 6,588,207	$ 6,911,628
Services and Supplies	11,904,563	9,503,007	9,533,007	9,749,774	9,749,774
Capital Outlay	139,763	1,621,030	1,559,030	1,602,550	1,602,550
Total	$ 17,639,194	$ 17,070,284	$ 17,153,137	$ 17,940,531	$ 18,263,952

EXPENDITURES BY FUND:	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
General Fund	$ 1,064,115	$ 1,145,452	$ 1,205,831	$ 1,276,086	$ 1,302,883
Federal/HCAOG	-	-	-	-	-
Gas Tax Fund	590,467	581,157	584,016	613,689	627,468
Parking Fund	71,338	78,886	79,181	80,104	83,218
Water Fund	6,229,638	6,146,139	6,151,957	6,301,655	6,385,261
Wastewater Fund	6,649,678	5,775,707	5,789,968	6,019,859	6,150,874
Building Fund	1,332,408	971,627	971,444	1,049,090	1,086,581
Equipment Operations Fund	1,701,550	2,371,316	2,370,740	2,600,048	2,627,667
Total	$ 17,639,194	$ 17,070,284	$ 17,153,137	$ 17,940,531	$ 18,263,952

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
PERSONNEL:				
Full-time Positions	71.00	74.00	74.00	74.00
Total	71.00	74.00	74.00	74.00

Public Works

DEPARTMENT: Public Works **FUND:** General, Water & Wastewater Fund

PROGRAM: Administration **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 283,170	$ 382,066	$ 347,982	$ 402,226	$ 424,376
Services and Supplies	71,102	79,939	79,939	77,023	77,023
Total Expenditures	$ 354,272	$ 462,005	$ 427,921	$ 479,249	$ 501,399
EXPENDITURES BY FUND:					
General fund	$ 22,232	$ 24,147	$ 23,364	$ 24,781	$ 24,967
Water	179,291	215,809	202,280	227,184	238,166
Wastewater	152,749	222,049	202,277	227,284	238,266
Total	$ 354,272	$ 462,005	$ 427,921	$ 479,249	$ 501,399

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
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 I/II	1.00	1.00	1.00	1.00
Project Manager	1.00	1.00	1.00	1.00
Total	3.40	3.40	3.40	3.40

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works **FUND:** General, Water & Wastewater Fund

PROGRAM: Administration **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 **FUND:** General & Gas Tax

PROGRAM: Stormwater **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 113,322	$ 112,321	$ 118,339	$ 122,368	$ 126,364
Services and Supplies	69,128	120,567	120,567	118,639	118,639
Total Expenditures	$ 182,450	$ 232,888	$ 238,906	$ 241,007	$ 245,003
EXPENDITURES BY FUND:					
General Fund	$ 175,924	$ 232,888	$ 238,906	$ 241,007	$ 245,003
General Fund - Measure O	-	-	-	-	-
Gas Tax	6,526	-	-	-	-
Total	$ 182,450	$ 232,888	$ 238,906	$ 241,007	$ 245,003

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
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 **FUND:** General & Gas Tax

PROGRAM: Stormwater **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:	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Renew NPDES Permit for years 2011-2016	0%	100%	100%	
Submit State Annual NPDES Permit Report	100%	100%	100%	
Street Sweep 14,732 Lane Miles of City	100%	100%	100%	
Street Sweep 1,080 Lane Miles for Cal	100%	100%	100%	
Continue Permitting for Maintenance of City's Stormwater Drainage	100%	100%	100%	
Finalize and Submit to City Council BMP Manuals for Construction	100%	100%	100%	
Finalize and Submit to City Pollution Prevention and Good Houskeeping BMP	0%	100%	100%	
Develop Post Construction BMP Maintenance Plan	50%	100%	100%	

Public Works

DEPARTMENT: Public Works **FUND:** General & Gas Tax

PROGRAM: Stormwater **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:	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Organize the Annual Mayday Community Clean Up	100%	100%	100%	
Continue Stormwater Curriculum at Sequoia Park Zoo	100%	100%	100%	
Increase participation in Stormwater Curriculum at Elementary School level.	100%	100%	100%	
Finalize and Submit to City Council BMP Manuals for Construction	100%	100%	100%	
Complete Marking of City Storm Drains with No Dumping Placards	90%	100%	100%	
Develop and submit at least three PSA's about Stormwater Ordinances and Manuals	100%	100%	100%	

Public Works

DEPARTMENT: Public Works **FUND:** General, Gas Tax & Parking

PROGRAM: Streets/Alley Maintenance **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 495,051	$ 486,939	$ 550,179	$ 577,509	$ 598,212
Services and Supplies	537,062	513,798	513,798	544,328	544,328
Capital Outlay	14,408	15,000	15,000	30,000	30,000
Total Expenditures	$1,046,521	$ 1,015,737	$ 1,078,977	$ 1,151,837	$ 1,172,540
EXPENDITURES BY FUND:					
General Fund	$ 556,144	$ 551,520	$ 611,394	$ 656,637	$ 668,217
General Fund - Measure O	-	-	-	-	-
AB 2928 State Highway	-	-	-	-	-
Gas Tax Fund	445,113	417,686	420,622	448,228	456,180
Parking Fund	45,264	46,531	46,961	46,972	48,143
Total	$1,046,521	$ 1,015,737	$ 1,078,977	$ 1,151,837	$ 1,172,540

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Heavy Equipment Operator	1.00	1.00	1.00	1.00
Maintenance Supervisor	0.50	0.50	0.50	0.50
Maintenance Worker I/II	5.00	5.00	5.00	5.00
Senior Maintenance Worker	1.00	1.00	1.00	1.00
Total	7.50	7.50	7.50	7.50

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works **FUND:** General, Gas Tax & Parking

PROGRAM: Streets/Alley Maintenance **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:	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Continue Sidewalk Improvement Program	15%	15%	20%	
Implement Modernized Preservation Principles for Street Maintenance	Yes	Yes	Yes	
Implement a Thermal Plastic Street Marking Program	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:	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Implement Best Management Practices in Street Maintenance Activities Relating to Stormwater Runoff	30%	50%	50%	
Maintain City Storm Drain Outfalls in a Manner to Prevent Erosion of Creeks and Gulches	Yes	Yes	Yes	
Maintain 120 Miles of Streets	100%	100%	100%	
Number of Lane Miles cleaned by Street Sweeper (through Recology)	9,821	9,821	9,821	
Number of Lane Miles cleaned for Caltrans	1,080	540	540	

Public Works

DEPARTMENT: Public Works **FUND:** Water

PROGRAM: Water Distribution **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 693,878	$ 747,874	$ 771,456	$ 806,937	$ 842,988
Services and Supplies	1,495,460	745,021	745,021	737,334	737,334
Capital Outlay	403	165,000	165,000	165,000	165,000
Total Expenditures	$ 2,189,741	$ 1,657,895	$ 1,681,477	$ 1,709,271	$ 1,745,322
EXPENDITURES BY FUND:					
Water	$ 2,189,741	$ 1,657,895	$ 1,681,477	$ 1,709,271	$ 1,745,322
Water Capital Projects	-	-	-	-	-
Total	$ 2,189,741	$ 1,657,895	$ 1,681,477	$ 1,709,271	$ 1,745,322

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Field Superintendent	0.50	0.50	0.50	0.50
Maintenance Worker I/II	-	2.00	2.00	2.00
Senior Utility Worker	2.00	2.00	2.00	2.00
Utility Maintenance Supervisor	-	1.00	1.00	1.00
Utility Worker I/II	5.00	4.00	4.00	4.00
Total	7.50	9.50	9.50	9.50

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works **FUND:** Water

PROGRAM: Water Distribution **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.

	PERFORMANCE MEASURES:			
Supporting Program Objectives:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Support City Laboratory Staff in the Collection of Water Samples for Quality Testing	Yes	Yes	Yes	
Continue Water Gate Valve Maintenance Program	Yes	Yes	Yes	
Protect Water Quality During Emergency and Routine Repairs	100%	100%	100%	
Provide Necessary Training for Division Personnel to Maintain State Certificates	100%	100%	100%	
Test All Backflow Protection Devices Connected to the City's Distribution System	100%	100%	100%	
Maintain 125 Miles of Water Main	100%	100%	100%	
Maintain 9,968 Water Services	100%	100%	100%	
Resolve Citizen Service Requests in a Timely Manner with a Mutually Agreed Solution	95%	100%	100%	

Public Works

DEPARTMENT: Public Works **FUND:** Water

PROGRAM: Water Treatment **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 facilites and boost stations. Activities include operation, maintenance, water quality laboratory, meter reading, grounds keeping, customer service calls, plan review and backflow prevention program.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 345,248	$ 334,310	$ 327,491	$ 368,322	$ 385,543
Services and Supplies	3,206,706	3,569,172	3,569,172	3,558,144	3,558,144
Capital Outlay	4,341	12,860	12,860	13,380	13,380
Total	$ 3,556,295	$ 3,916,342	$ 3,909,523	$ 3,939,846	$ 3,957,067
EXPENDITURES BY FUND:					
Water Treatment	$ 3,556,295	$ 3,916,342	$ 3,909,523	$ 3,939,846	$ 3,957,067
Total	$ 3,556,295	$ 3,916,342	$ 3,909,523	$ 3,939,846	$ 3,957,067

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Administrative Assistant	0.10	-	-	-
Deputy PW Director - Utility Operations	-	0.25	0.25	0.25
Treatment Plant Operator I/II	2.00	1.90	1.90	1.90
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	0.15	0.15	0.15
Water Quality Technician	0.30	0.30	0.30	0.30
Total	3.80	3.80	3.80	3.80

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works **FUND:** Water

PROGRAM: Water Treatment **ACCOUNT:** 44420

COUNCIL GOALS SUPPORTED:

MAINTAIN THE HIGH QUALITY OF DELIVERED WATER

PERFORMANCE MEASURES:

Supporting Program Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Number of water quality complaints	5	0	0	
Number of positive microbiological samples	0	0	0	
Maintain drinking water chlorine concentrations	0.17-0.61 mg/L	0.5 mg/L	0.55 mg/L	
Conduct triannual potable water lead and copper study	100%	100%	100%	

MAINTAIN RESPONSIVE CUSTOMER SERVICE

PERFORMANCE MEASURES:

Supporting Program Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Respond to all customer complaints within 24 hours	100%	100%	100%	
Resolve all customer complaints	100%	100%	100%	

ENSURE THAT FACILITY EQUIPMENT IS PROPERLY MAINTAINED AND UPGRADED

PERFORMANCE MEASURES:

Supporting Program Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
SCADA system	0%	100%	100%	
Lundbar Hills Pumpling and Control System	0%	0%	0%	
Design and install new flouride feed system.	0%	Defer	Defer	
Begin a review of the facility operations & maintenance manual.	0%	100%	100%	
Install new high pump at Harris and K	Defer	Defer	Defer	

Public Works

DEPARTMENT: Public Works **FUND:** Wastewater Collection

PROGRAM: Sewer 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:	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
Salaries and Benefits	$ 772,213	$ 837,738	$ 797,274	$ 828,585	$ 867,970
Services and Supplies	1,368,479	767,385	767,385	768,709	768,709
Capital Outlay	32,592	131,000	131,000	86,000	86,000
Total Expenditures	$ 2,173,284	$ 1,736,123	$ 1,695,659	$ 1,683,294	$ 1,722,679
EXPENDITURES BY FUND:					
Sewer Collection	$ 2,173,284	$ 1,736,123	$ 1,695,659	$ 1,683,294	$ 1,722,679
Total	$ 2,173,284	$ 1,736,123	$ 1,695,659	$ 1,683,294	$ 1,722,679

FULL TIME AND REGULAR PART-TIME POSITIONS:	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
Field Superintendent	0.50	0.50	0.50	0.50
Maintenance Worker I/II	-	2.00	2.00	2.00
Senior Utility Worker	2.00	1.00	1.00	1.00
Utility Maintenance Supervisor	1.00	1.00	1.00	1.00
Utility Worker I/II	6.00	6.00	6.00	6.00
Total	9.50	10.50	10.50	10.50

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.

PERFORMANCE MEASURES:

Supporting Program Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Continued Required Updates of Sewer System Management Plan	75%	100%	100%	
Enhance Preventative Maintenance Programs to Reduce/Eliminate Service Disruptions and Sanitary Sewer Overflows	30%	35%	35%	
Maintain Close Working Relationships with Federal, State and Local Regulatory Agencies	Yes	Yes	Yes	
Maintain 130 Miles of Collection System Mains	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.

PERFORMANCE MEASURES:

Supporting Program Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Continue Staff Participation in Development of Wastewater Facilities Plan	100%	100%	100%	
Work with Finance, Engineering and City Consultant to Develop New Rate Structure	100%	100%	100%	

Public Works

DEPARTMENT: Public Works **FUND:** Wastewater Operating

PROGRAM: Wastewater Treatment **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 1,117,245	$ 1,073,398	$ 1,153,557	$ 1,248,104	$ 1,309,400
Services and Supplies	2,887,986	2,032,117	2,032,117	2,068,011	2,068,011
Capital Outlay	14,801	350,170	350,170	350,170	350,170
Total Expenditures	$ 4,020,032	$ 3,455,685	$ 3,535,844	$ 3,666,285	$ 3,727,581
EXPENDITURES BY FUND:					
WW Treatment	$ 4,020,032	$ 3,455,685	$ 3,535,844	$ 3,666,285	$ 3,727,581
WW Capital Projects	-	-	-	-	-
Total	$ 4,020,032	$ 3,455,685	$ 3,535,844	$ 3,666,285	$ 3,727,581

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Administrative Assistant	0.90	1.00	1.00	1.00
Deputy PW Director - Utility Operations	-	0.75	0.75	0.75
Electrical & Instrumentation Technician	1.00	1.00	1.00	1.00
Senior Utility Worker	1.00	1.00	1.00	1.00
Source Control Inspector I/II	1.00	1.00	1.00	1.00
Treatment Plant Operator I/II	2.00	2.10	2.10	2.10
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	3.00	3.00	3.00
Water Quality Supervisor	0.80	0.85	0.85	0.85
Water Quality Technician	1.70	1.70	1.70	1.70
Total	14.20	14.20	14.20	14.20

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works | **FUND:** Wastewater Operating

PROGRAM: Wastewater Treatment | **ACCOUNT:** 44430

CITY GOALS SUPPORTED:

PROVIDE COST EFFECTIVE PROTECTION OF PUBLIC HEALTH AND THE ENVIRONMENT

	PERFORMANCE MEASURES:			
Supporting Program Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
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

	PERFORMANCE MEASURES:			
Supporting Program Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Update the maintenance management system	0%	100%	100%	
Construct phase 2, biosolids dewatering facility	0%	100%	100%	
Secure biosolids transport and disposal options	0%	100%	100%	
Install variable speed drives on pumping station	0%	33%	33%	
Install lift station and treatment plant operational components	75%	100%	100%	
Replace lift station radio system	0%	100%	100%	
Treatment Plant SCADA System	0% N/A	100%	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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 584,088	$ 599,792	$ 631,216	$ 637,785	$ 665,404
Services and Supplies	1,056,060	842,524	872,524	1,022,263	1,022,263
Capital Outlay	61,402	929,000	867,000	940,000	940,000
Total Expenditures	$ 1,701,550	$ 2,371,316	$ 2,370,740	$ 2,600,048	$ 2,627,667
EXPENDITURES BY FUND:					
Equipment Operations	$ 1,701,550	$ 2,371,316	$ 2,370,740	$ 2,600,048	$ 2,627,667
Total	$ 1,701,550	$ 2,371,316	$ 2,370,740	$ 2,600,048	$ 2,627,667

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
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	-	-
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	7.30	7.30

SERVICE LEVEL CHANGES:

Equipment Services Technician eliminated.

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.

PERFORMANCE MEASURES:

Supporting Program Objectives:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Quarterly Fuel Reviews Completed	4	4	4	
Vehicles/Equipment Replaced	6	11	11	
Clean Air Vehicles Purchased	3	5	5	
Standardized Purchases	6	11	11	

Public Works

DEPARTMENT: Public Works **FUND:** General

PROGRAM: Engineering **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 Genral Plan and City Council goals. Engineering will provide timely, friendly service not only to fellow City staff but also 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 Erueka 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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 553,654	$ 649,596	$ 642,147	$ 793,119	$ 837,675
Services and Supplies	245,521	277,987	277,987	297,687	297,687
Capital Outlay	672	3,000	3,000	3,000	3,000
Total Expenditures	$ 799,847	$ 930,583	$ 923,134	$ 1,093,806	$ 1,138,362
EXPENDITURES BY FUND:					
General Fund	$ 191,923	$ 212,640	$ 208,269	$ 225,456	$ 231,308
Parking	-	-	-	-	-
Water	304,311	356,093	358,677	425,354	444,706
Wastewater	303,613	361,850	356,188	442,996	462,348
Humboldt Bay	-	-	-	-	-
Total	$ 799,847	$ 930,583	$ 923,134	$ 1,093,806	$ 1,138,362

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Deputy PW Director / City Engineer	1.00	1.00	1.00	1.00
Administrative Technician II	1.00	1.00	1.00	1.00
Engineering Technician I/II	4.00	4.00	4.00	4.00
GIS Coordinator	-	-	1.00	1.00
Infiltration & Inflow Manager	1.00	1.00	1.00	1.00
Project Manager	1.00	1.00	1.00	1.00
Total	8.00	8.00	9.00	9.00

SERVICE LEVEL CHANGES:

Public Works

DEPARTMENT:	Public Works	**FUND:**	General
PROGRAM:	Engineering	**ACCOUNT:**	44120

GIS Coordinator position added.

Public Works

DEPARTMENT: Public Works **FUND:** General

PROGRAM: Engineering **ACCOUNT:** 44120

COUNCIL GOALS SUPPORTED:

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives:	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Actively seek grant and loan funding for needed infrastructure improvements and maintenance	+10%	+25%	+15%	
Recover full cost of reviewing and issuing permits and other engineering department products	+15%	+15%	+15%	
Stricter oversight and management of Outside consultants hired to design/observe City projects	+25%	+25%	+10%	
Seek under-utilized fees and Implement Enterprise-related Revenue Program to Collect as appropriate	+20%	N/A	+30%	

PROMOTE EFFECTIVE AND TIMELY COLLABORATION BETWEEN ENGINEERING STAFF AND OTHER DEPARTMENTS

	PERFORMANCE MEASURES:			
Supporting Department Objectives:	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Support Public Works staff on infrastructure repair and maintenance projects	95%	100%	100%	
Provide timely processing of referrals from Community Development	90%	100%	100%	

PROVIDE FRIENDLY AND TIMELY SERVICE TO THE CITIZENS OF EUREKA

	PERFORMANCE MEASURES:			
Supporting Department Objectives	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Provide staffing assistance to the Development Division as needed to match workload	70%	100%	100%	
Provide direction on controversial issues seeking to find compromises that support progress while protecting City interests and meeting City constraints	85%	100%	100%	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives:	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
No cost encroachment permits for review and installation of private street trees (number of	100%	100%	100%	
Assist Keep Eureka Beautiful staff in a timely manner	100%	100%	100%	
Coordinate physical work and tree installation schedules with Public Works staff	100%	100%	100%	
Incorporate street trees into City-owned sidewalk areas as appropriate	100%	100%	100%	

EXPAND AND ENHANCE THE CORE AREA

Public Works

DEPARTMENT: Public Works **FUND:** General

PROGRAM: Engineering **ACCOUNT:** 44120

PERFORMANCE MEASURES:

Supporting Department Objectives:	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Promote and program sidewalk cafes	+5%	+15%	+15%	
Enhance streetscape elements	+10%	+15%	+15%	
Program modernization changes within the Gazebo area	0%	+5%	+5%	
Support Art in Public Places	75%	+15%	+15%	
Partner with Developers in Blight Areas	50%	+15%	+15%	

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

PERFORMANCE MEASURES:

Supporting Department Objectives:	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Hire I/I Coordinator	Complete	Complete	Complete	Complete
Initiate work on draft I/I project remediation list	25%	100%	100%	
Complete I/I remediation project program and incorporate into CIP	0%	50%	50%	

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

PERFORMANCE MEASURES:

Supporting Department Objectives:	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Continue to direct Brown and Caldwell in the Wastewater Facility Planning process and guide them in completing tasks relevant to City's NPDES permit	65%	100%	100%	
Develop strategy to address WWTP capacity	75%	90%	90%	
Pursue Sewer Lateral Ordinance modifications to address infiltration and inflow issues	10%	100%	100%	

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

PERFORMANCE MEASURES:

Supporting Department Objectives:	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Complete Sunset Reconstruction Project design, bidding and construction	100%	Complete	Complete	
Reach agreement on onsite/offsite wastewater treatment strategies	50%	100%	100%	
Timely processing of permit referrals from Community Development	100%	Complete	Complete	
Complete Design, Bid and Construction Phases of the Hilfiker Lift Station Upgrades	75%	100%	100%	

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

PERFORMANCE MEASURES:

Supporting Department Objectives	2016-17 Actual	2017-18 Target	2017-18 Estimated	2018-19 Target
Reach agreement on program strategy with stakeholders by October 2013	100%	Complete	Complete	
Complete Project Study Report (PSR-PDS); Obtain Caltrans Approval by August 2015	95%	100%	100%	
Develop program for next steps in project along with schedule for completion	95%	100%	100%	

Public Works

DEPARTMENT: Public Works **FUND:** General

PROGRAM: Engineering **ACCOUNT:** 44120

Identify Funding Sources and Develop Funding Strategy (Programming)	25%	100%	100%
Work Closely with Arts Community on Design Ideas and Process thru Arts and Culture	25%	75%	75%
Create Scope of Work for PA&ED Work by June 2016	N/A	100%	100%

MAKE PROGRESS ON SOUTH GATEWAY PROJECT BY COMPLETING PROJECT STUDY REPORT

	PERFORMANCE MEASURES:			
Supporting Department Objectives:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Reach agreement on program strategy with stakeholders by October, 2013	N/A	100%	100%	
Complete Project Study Report (PSR) by April, 2013	N/A	100%	100%	
Develop program for next steps in project along with schedule for completion	N/A	100%	100%	

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

	PERFORMANCE MEASURES:			
The following projects support the above-referenced goals and policies:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Salt Marsh Mitigation ($350K)	50%	65%	65%	
Construct C Street Development Project ($6M)				
Fishermen's Terminal Building	–	–	–	
C St. Market Square & Parking Lot	–	–	–	
Fishermen's Terminal PV System	100%	100%	100%	
C Street Water Sculpture	–	–	–	
Waterfront Drive Connection Phase 2 – G	10%	25%	25%	
Carson Mill Site Cleanup ($240K)	95%	100%	100%	

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

	PERFORMANCE MEASURES:			
The following projects support the above-referenced goals and policies:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Martin Slough Enhancement Project ($4.4M)	15%	–	–	

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

	PERFORMANCE MEASURES:			
The following projects support the above-referenced goals and policies:	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Ensure Capital Improvement Program includes	Yes	Yes	Yes	
Develop and Revise Engineering Standards	80%	100%	100%	
Paving at Regional Public Safety Training Site	30%	100%	100%	
EFD Sprinkler and Alarm Systems ($200K)	100%	–	–	
Design and Construct Tydd Street Water Loop	100%	–	–	
Design and Construct Sunset Avenue	45%	100%	100%	
Design Mad River Pipeline Phase IV ($220K)	–	–	–	
Construct Mad River Pipeline Phase IV ($2M)	60%	100%	100%	
Construct Reservoir Maintenance and Security	50%	50%	50%	
Design Mad River Pipeline Phase V ($220K)	10%	–	–	
Construct Mad River Pipeline Phase V ($2M)	100%	–	–	
Design and Construct Water Improvements	50%	100%	100%	
Water SCADA Replacement ($40K)	90%	100%	100%	
SCADA Infrastructure Upgrade ($250K)	90%	100%	100%	
Model Water System Infrastructure ($50K)	80%	100%	100%	
Design High Zone Water Pump Station (City)	–	20%	20%	

Public Works

DEPARTMENT: Public Works **FUND:** General

PROGRAM: Engineering **ACCOUNT:** 44120

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

The following projects support the above-referenced goals and policies:	2016-17 Actual	PERFORMANCE MEASURES: 2017-18 Target	2017-18 Estimated	2018-19 Target
Ensure Capital Improvement Program includes	Yes	Yes	Yes	
Develop and Revise Engineering Standards	80%	100%	100%	
Construct Martin Slough Interceptor ($6.7M)	100%	–	–	
Design Martin Slough Pump Station ($1.2M)	–	–	–	
Construct Martin Slough Pump St'n ($5.2M)	90%	100%	100%	
Design Martin Slough Force Main ($400K)	100%	–	–	
Construct Martin Slough Force Main ($7.6M)	–	100%	100%	
Digester Maintenance Project ($300K)	100%	–	–	
Design Biosolids Dewatering Project Phase 2	30%	30%	30%	
Construct Biosolids Dewatering Project Phase	–	–	–	
Design and Construct Standby Generator for	20%	100%	100%	
Design and Construct Hilfiker Lane Dry Well	25%	100%	100%	
Cross Town Interceptor Assessment ($85K)	100%	–	–	
Design and Construct Sunset Avenue	45%	100%	100%	
Lift Station SCADA Replacement ($60K)	40%	100%	100%	
SCADA Infrastructure Upgrade ($250K)	90%	100%	100%	

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

Supporting Department Objectives	2016-17 Actual	PERFORMANCE MEASURES: 2017-18 Target	2017-18 Estimated	2018-19 Target
Require full public improvements as permitted by	100%	100%	100%	
Recover full cost of reviewing and issuing permits	100%	100%	100%	

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

Supporting Department Objectives	2016-17 Actual	PERFORMANCE MEASURES: 2017-18 Target	2017-18 Estimated	2018-19 Target
No cost Encroachment Permits for sidewalk	36	50	50	
No cost field surveys for sidewalk repairs by	2	22	22	
No cost Encroachment Permits for review	23	50	50	

PROMOTE BICYCLE AND PEDESTRIAN USE OF OUR CITY STREETS

Supporting Department Objectives	2016-17 Actual	PERFORMANCE MEASURES: 2017-18 Target	2017-18 Estimated	2018-19 Target
Require ADA accessible driveways during building	200	200	200	

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

Supporting Department Objectives	2016-17 Actual	PERFORMANCE MEASURES: 2017-18 Target	2017-18 Estimated	2018-19 Target
No cost encroachment permits for review and	20	50	50	

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

Supporting Department Objectives	2016-17 Actual	PERFORMANCE MEASURES: 2017-18 Target	2017-18 Estimated	2018-19 Target
Sidewalk Cafes	ongoing	ongoing	ongoing	

PROMOTE CULTURAL ARTS WITHIN THE CORE AREA.

Public Works

DEPARTMENT: Public Works **FUND:** General

PROGRAM: Engineering **ACCOUNT:** 44120

	PERFORMANCE MEASURES:			
	2016-17	2017-18	2017-18	2018-19
Supporting Department Objectives	**Actual**	**Target**	**Estimated**	**Target**
Art in Public Places	ongoing	ongoing	ongoing	

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

	PERFORMANCE MEASURES:			
	2016-17	2017-18	2017-18	2018-19
Supporting Department Objectives	**Actual**	**Target**	**Estimated**	**Target**
Maintain the basic scale and character of the	ongoing	ongoing	ongoing	
Enhance streetscape elements	ongoing	ongoing	ongoing	
Street lighting for pedestrian environment	ongoing	ongoing	ongoing	
Adequate and attractive trash receptacles	ongoing	ongoing	ongoing	

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

	PERFORMANCE MEASURES:			
	2016-17	2017-18	2017-18	2018-19
Supporting Department Objectives	**Actual**	**Target**	**Estimated**	**Target**
Consolidate access to avoid congestion	ongoing	ongoing	ongoing	
Provide streets and corners in industrial areas sufficiently wide	ongoing	ongoing	ongoing	
Hospitals and other acute care facilities shall provide adequate space for parking and future expansion	ongoing	ongoing	ongoing	

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

	PERFORMANCE MEASURES:			
	2016-17	2017-18	2017-18	2018-19
Supporting Department Objectives	**Actual**	**Target**	**Estimated**	**Target**
1. Streets shall be in accordance with	ongoing	ongoing	ongoing	
2. Maintain Level of Service "C"	ongoing	ongoing	ongoing	
3. Street cross sections in accordance with	ongoing	ongoing	ongoing	
4. Pursue funding options	ongoing	ongoing	ongoing	
5. New developments contribute towards	ongoing	ongoing	ongoing	
6. Implement traffic controls for safety	ongoing	ongoing	ongoing	
7. Provide for sight distance	ongoing	ongoing	ongoing	
8. Provide sufficient off-street parking	ongoing	ongoing	ongoing	
9. Develop Bikeway system	ongoing	ongoing	ongoing	
10. Promote installation of bicycle racks	ongoing	ongoing	ongoing	
11. Ensure walkways are protected from	ongoing	ongoing	ongoing	
12. Promote infill and extension of sidewalks	ongoing	ongoing	ongoing	

TO ENSURE ADEQUATE AND SAFE WATER SUPPLY.

	PERFORMANCE MEASURES:			
	2016-17	2017-18	2017-18	2018-19
Supporting Department Objectives	**Actual**	**Target**	**Estimated**	**Target**
1. New development shall connect to public	ongoing	ongoing	ongoing	
2. New development shall construct upgrades	ongoing	ongoing	ongoing	

TO ENSURE ADEQUATE WASTEWATER COLLECTION, TREATMENT AND DISPOSAL.

	PERFORMANCE MEASURES:			
	2016-17	2017-18	2017-18	2018-19
Supporting Department Objectives	**Actual**	**Target**	**Estimated**	**Target**
1. New development shall connect to public	ongoing	ongoing	ongoing	
2. New development shall construct upgrades	ongoing	ongoing	ongoing	
3. Prohibit on-site sewage disposal systems	ongoing	ongoing	ongoing	

4. Require pretreatment of commercial and	ongoing	ongoing	ongoing	

TO COLLECT AND CONVEY STORMWATER.

		PERFORMANCE MEASURES:		
	2016-17	**2017-18**	**2017-18**	**2018-19**
Supporting Department Objectives	**Actual**	**Target**	**Estimated**	**Target**
Encourage use of natural drainage systems.	ongoing	ongoing	ongoing	

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

		PERFORMANCE MEASURES:		
	2016-17	**2017-18**	**2017-18**	**2018-19**
Supporting Department Objectives	**Actual**	**Target**	**Estimated**	**Target**
Through project referral process, ensure water	ongoing	ongoing	ongoing	

TO PROTECT AND ENHANCE EUREKA'S NATURAL RESOURCES.

		PERFORMANCE MEASURES:		
	2016-17	**2017-18**	**2017-18**	**2018-19**
Supporting Department Objectives	**Actual**	**Target**	**Estimated**	**Target**
1. PALCO Marsh Enhancement	ongoing	ongoing	ongoing	
2. Through project referrals, ensure protection	ongoing	ongoing	ongoing	
3. Through building permit referrals, ensure	ongoing	ongoing	ongoing	

Public Works

DEPARTMENT: Public Works **FUND:** General, Gas Tax & Federal/HCAOG

PROGRAM: Engineering - Traffic/Signals **ACCOUNT:** 44125

PROGRAM MISSION:

To maintain, ensure and enhance public safety for all modes of transportation within the City's right-of-ways, alleys, and parking lots through effective transportation planning and traffic engineering practice.

PROGRAM DESCRIPTION:

The Traffic/Signals Division is responsible for the administrative oversight of the City's traffic control devices including signs, striping, traffic signals, on-street parking, off-street public parking lots and street lighting. This oversight includes the preparation and review of traffic studies, parking studies and special events permits, coordination and cooperation with CalTrans and County operations and maintenance staff, and support to the Parking Place Commission and Transportation Safety Commission. Transportation related construction projects are also completed by this division of engineering including the procurement and administration of funding, contract administration and project management, project design (including plans & specifications) and construction inspection.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 197,278	$ 221,045	$ 220,474	$ 227,307	$ 240,260
Services and Supplies	74,372	84,038	84,038	84,491	84,491
Capital Outlay	11,144	15,000	15,000	15,000	15,000
Total Expenditures	$ 282,794	$ 320,083	$ 319,512	$ 326,798	$ 339,751
EXPENDITURES BY FUND:					
General Fund	$ 117,892	$ 124,257	$ 123,898	$ 128,205	$ 133,388
Gas Tax - Federal/HCAOG	-	-	-	-	-
Gas Tax - Federal/HCAOG	-	-	-	-	-
Gas Tax - Federal/HCAOG	26,074	32,355	32,220	33,132	35,075
Parking Fund	138,828	163,471	163,394	165,461	171,288
Total	$ 282,794	$ 320,083	$ 319,512	$ 326,798	$ 339,751

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Transportation Special Projects Manager	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works **FUND:** General, 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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Coordinate meetings with Parking Place Commission	12	12	12	
Electronic parking meter installation	50%	100%	100%	
Electronic parking meter data analysis	100%	100%	100%	
Parking Assessment District program	0%	0%	0%	
Meetings with Eureka Main Street	1	4	4	
Parking (on-street & lot) surveys	2	4	4	
Support Residential Parking Permit program	100%	100%	100%	

ADOPT TRAFFIC CALMING MEASURES THAT ENHANCE OUR NEIGHBORHOODS

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Adopt standards for traffic calming devices and measures through development of the Transportation Safety Action Plan with the Transportation Safety Commission	25%	100%	100%	
Develop funding strategies for the implementation, evaluation, and monitoring of traffic calming projects and improvements	25%	100%	100%	
Incorporate walkability concepts into all community plans and projects	100%	100%	100%	
Train, research and maintain current standards of practice	Yes	Yes	Yes	

Public Works

DEPARTMENT: Public Works **FUND:** General, Gas Tax & Federal/HCAOG

PROGRAM: Engineering - Traffic/Signals **ACCOUNT:** 44125

PROMOTE BICYCLE AND PEDESTRIAN USE OF OUR CITY STREETS

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Participation and advocacy in Caltrans' Pedestrian and Bicycle Road Safety Audit of Broadway	Yes	Yes	Yes	
Present data to and support Transportation Safety Commission	Yes	Yes	Yes	
Pursue and implement State and Federal funding and grants for bicycle, pedestrian, and transit improvement projects	Yes	Yes	Yes	
Maintain functionality of bicycle & pedestrian activated traffic signals.	Yes	Yes	Yes	
Review development requests with regard to alternate forms of transportation (bike racks, bus stops, etc)	Yes	Yes	Yes	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
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	
Pursue previously identified non-freeway alternatives	20%	20%	20%	
Review and implementation of requests for parking zones, traffic control & traffic control plans, street lights.	40	50	50	
Maintain and optimize traffic signal operations	Yes	Yes	Yes	

Public Works

DEPARTMENT: Public Works **FUND:** General, 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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Review and comment on development projects within the County adjacent to the City of Eureka	Yes	Yes	Yes	
Take a compelling stand during the County's update of the Eureka Community Plan	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%	10%	
Participation in the Greater Eureka Area Travel Model (GEATM) program	Yes	Yes	Yes	

SLOW TRAFFIC IN OUR NEIGHBORHOODS AND ON SIDE STREETS

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Reduce cut-through traffic by increasing the capacity and efficiency of arterials and collectors to carry additional vehicles safely and effectively	Yes	Yes	Yes	
Employ traffic calming measures as appropriate to the neighborhood	Yes	Yes	Yes	
Provide support to Transportation Safety Commission	100%	100%	100%	
Administer Radar Speed Feedback Sign program	Yes	Yes	Yes	

Public Works

DEPARTMENT: Public Works **FUND:** General, Gas Tax & Federal/HCAOG

PROGRAM: Engineering - Traffic/Signals **ACCOUNT:** 44125

REDUCE TRAFFIC ACCIDENT RATES IN THE CITY OF EUREKA

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Implement engineering solutions to reduce accidents	Yes	Yes	Yes	
Support additional enhanced community education on traffic safety issues	Yes	Yes	Yes	
Conduct traffic safety meetings with EPD	12	12	12	
Support additional enhanced community education on traffic safety issues	Yes	Yes	Yes	

Public Works

DEPARTMENT: Building **FUND:** Building

PROGRAM: Construction Regulation **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 354,261	$ 396,127	$ 376,782	$ 395,129	$ 418,823
Services and Supplies	184,183	211,904	211,904	213,200	213,200
Capital Outlay	-	-	-	-	-
Total Expenditures	$ 538,444	$ 608,031	$ 588,686	$ 608,329	$ 632,023
EXPENDITURES BY FUND:					
General Fund - Measure O	$ -	$ -	$ -	$ -	$ -
Building Fund	538,444	608,031	588,686	608,329	632,023
Total	$ 538,444	$ 608,031	$ 588,686	$ 608,329	$ 632,023

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
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 Division Manager	-	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	-	-	-
Total	4.30	4.30	4.30	4.30

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Building **FUND:** Building

PROGRAM: Construction Regulation **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.

PERFORMANCE MEASURES:

Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
# of Permits Issued	1,100	1,200	1,200	
# of Inspections Performed	3,800	4,000	4,000	
% of Inspections Done within 24 Hours of Request	100%	100%	100%	

Public Works

DEPARTMENT: Building **FUND:** Building

PROGRAM: Construction Regulation **ACCOUNT:** 46200

PERFORMANCE MEASURES:

Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
(continued)				
% of Complaints Investigated within 24 Hours - Notice of Violation Mailed within 48 Hours	100%	100%	100%	
Implement Department Website to Provide Limited On-line Permitting and Permit Applications	Yes	Yes	Yes	
Implement Program of Public Outreach/ Education on the City's Permitting Process	Yes	Yes	Yes	
Implement Program of Ongoing Training for All Staff	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 **FUND:** Building

PROGRAM: Code Enforcement **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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 85,460	$ 105,041	$ 124,203	$ 180,816	$ 194,613
Services and Supplies	708,504	258,555	258,555	259,945	259,945
Capital Outlay	-	-	-	-	-
Total Expenditures	$ 793,964	$ 363,596	$ 382,758	$ 440,761	$ 454,558
EXPENDITURES BY FUND:					
General Fund - Measure O	$ -	$ -	$ -	$ -	$ -
Building Fund	793,964	363,596	382,758	440,761	454,558
Total	$ 793,964	$ 363,596	$ 382,758	$ 440,761	$ 454,558

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Code Enforcement Inspector	2.00	1.00	1.00	1.00
Code Enforcement Program Manager	-	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

SERVICE LEVEL CHANGES:

Code Enforcement Inspector Created (+1 FTE)

Public Works

DEPARTMENT: Building **FUND:** Building

PROGRAM: Code Enforcement **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.

PERFORMANCE MEASURES:

Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
% of Inspections Done within 24 Hours of Request	100%	100%	100%	

PERFORMANCE MEASURES:

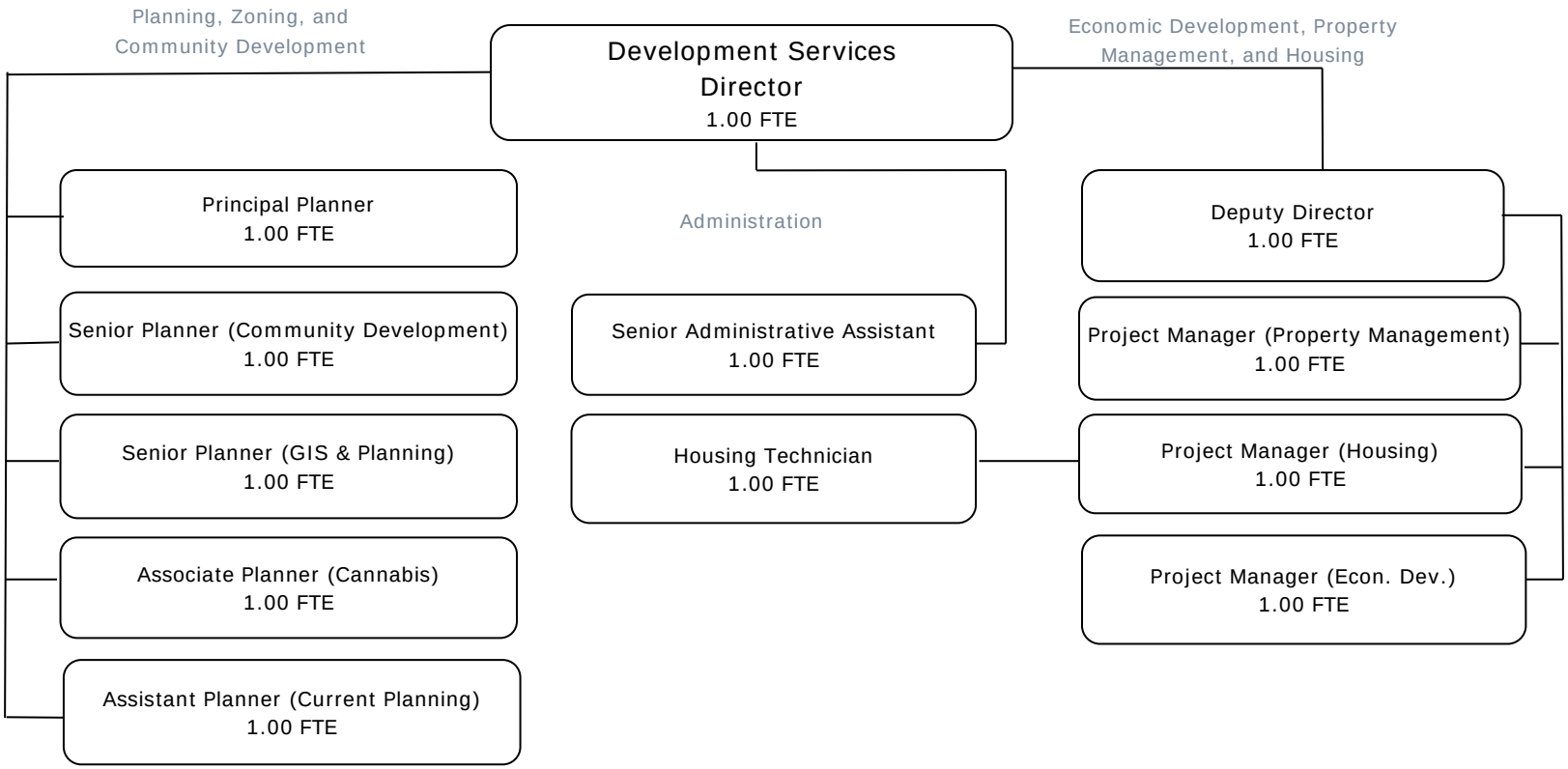
Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
% of Complaints Investigated within 24 Hours - Notice of Violation Mailed within 48 Hours	100%	100%	100%	

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.

CITY of EUREKA

Development Services Department



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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
EXPENDITURES BY PROGRAM:					
Development Services	$ 1,373,728	$ 1,980,971	$ 1,632,345	$ 1,962,136	$ 1,727,567
Housing	4,986,251	1,805,838	612,870	1,868,052	708,084
Property Management	9,080	-	-	-	-
Municipal Airport	100,512	75,467	75,467	75,467	75,467
Total	$6,469,571	$3,862,276	$2,320,682	$3,905,655	$ 2,511,118
EXPENDITURES BY CATEGORY:					
Salaries and Benefits	$ 919,039	$ 1,211,593	$ 1,120,265	$ 1,342,218	$ 1,414,885
Services and Supplies	5,550,532	2,650,683	1,200,417	2,563,437	1,096,233
Capital Outlay	-	-	-	-	-
Total	$ 6,469,571	$ 3,862,276	$ 2,320,682	$ 3,905,655	$ 2,511,118

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
EXPENDITURES BY FUND:					
City Funds:					
General Fund	$ 1,193,883	$ 1,436,558	$ 1,340,902	$ 1,585,388	$ 1,631,489
HUD/CDBG Prior	883	458,000	200,000	283,117	-
Municipal Airport	106,394	82,806	82,759	82,972	83,187
CDBG Other-TPA	-	1,100,000	-	1,100,000	-
CDBG General Allocation	40,050	37,523	-	-	-
HOME Program	4,527,951	50,000	38,107	50,000	50,000
Housing RLF CDBG PI	244	-	-	-	-
CalHOME OOR Grant	53,932	42,850	-	42,850	6,681
Econ Dev Fund-TPA	89,377	-	-	-	-
Housing	4,428	105,000	105,000	27,918	-
City Housing - Low/Mod	359,646	470,465	469,763	647,284	651,403
Water Fund	40,381	38,921	42,075	43,053	44,169
Wastewater Oper Fund	39,905	40,153	42,076	43,073	44,189
Harbor Fund	1,708	-	-	-	-
Golf Course	10,789	-	-	-	-
Total	$ 6,469,571	$ 3,862,276	$ 2,320,682	$ 3,905,655	$ 2,511,118

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
PERSONNEL:				
Full-time Positions	11.00	11.00	12.00	12.00
Total	11.00	11.00	12.00	12.00

Development Services

DEPARTMENT: Development Services **FUND:** General

PROGRAM: Development Services **ACCOUNT:** 46101

PROGRAM DESCRIPTION:
The Development Services 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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ 790,823	$ 1,090,853	$ 1,000,227	$ 1,217,205	$ 1,285,753
Services and Supplies	582,905	890,118	632,118	744,931	441,814
Capital Outlay	-	-	-	-	-
Total Expenditures	$ 1,373,728	$ 1,980,971	$ 1,632,345	$ 1,962,136	$ 1,727,567
EXPENDITURES BY FUND					
General Fund	$ 1,193,883	$ 1,436,558	$ 1,340,902	$ 1,585,388	$ 1,631,489
HUD/CDBG Prior Fund	883	458,000	200,000	283,117	-
RLF Economic Development PI	-	-	-	-	-
Airport	5,882	7,339	7,292	7,505	7,720
Economic Development Fund-TPA	89,377	-	-	-	-
Water Fund	40,381	38,921	42,075	43,053	44,169
Wastewater Fund	39,905	40,153	42,076	43,073	44,189
Humboldt Bay	1,708	-	-	-	-
Golf Course Fund	1,709	-	-	-	-
Total Resources	$ 1,373,728	$ 1,980,971	$ 1,632,345	$ 1,962,136	$ 1,727,567

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Development Services Director	1.00	1.00	1.00	1.00
Deputy Development Services Director	-	-	1.00	1.00
Assistant/Associate Planner	2.00	3.00	2.00	2.00
Housing Technician	1.00	1.00	1.00	1.00
Principal Planner	1.00	-	1.00	1.00
Project Manager	1.95	1.95	1.95	1.95
Senior Administrative Assistant	1.00	1.00	1.00	1.00
Senior Planner	2.00	2.00	2.00	2.00
Total	9.95	9.95	10.95	10.95

SERVICE LEVEL CHANGES:

Principal Planner reclassified to a Deputy Development Services Director.

Development Services

DEPARTMENT: Development Services **FUND:** General

PROGRAM: Development Services **ACCOUNT:** 46101

COUNCIL GOALS SUPPORTED:

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

		PERFORMANCE MEASURES:		
Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Attend meetings of the City Council, Boards and Commissions	95%	95%	95%	
Meet "one-on-one" with the City Manager	95%	95%	95%	

MAINTAIN DEPARTMENT FINANCIAL RECORDS

		PERFORMANCE MEASURES:		
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Prepare Annual budget	100%	100%	100%	
Review and approve Department	100%	100%	100%	

INVENTORY AND MAINTAIN DEPARTMENT SUPPLIES AND EQUIPMENT

		PERFORMANCE MEASURES:		
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Track use of supplies and equipment	100%	100%	100%	
Order department supplies	100%	100%	100%	
Call for service on department equipment when needed	100%	100%	100%	

SUPERVISE PROGRAMS THAT IMPLEMENT THE GENERAL PLAN

		PERFORMANCE MEASURES:		
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Provide direction to program coordinators	100%	100%	100%	

COUNCIL GOALS SUPPORTED (Continued):

SUPPORT THE CONTINUED PROFESSIONAL EDUCATION OF ALL COMMUNITY DEVELOPMENT DEPARTMENT PERSONNEL

		PERFORMANCE MEASURES:		
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Include training in Department budget	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

		PERFORMANCE MEASURES:		
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Prepare Department handouts	100%	100%	100%	
Maintain Department web page	100%	100%	100%	
Respond in timely manner to public inquiries	90%	100%	100%	

Development Services

DEPARTMENT: Development Services **FUND:** General

PROGRAM: Development Services **ACCOUNT:** 46101

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Answer phone calls in less than 3 rings	90%	100%	100%	
Greet visitors	95%	100%	100%	

Current Planning: PROCESS APPLICATIONS FOR PRIVATE DEVELOPMENT

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Comply with Permit Streamlining Act timelines	90%	100%	100%	
Conduct pre-application meetings with applicants prior to application submittal	75%	75%	75%	
Keep applicants informed of application	90%	100%	100%	
Process applications in timely manner	80%	100%	100%	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Maintain professional knowledge and education through training	50%	100%	100%	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Prepare staff report findings and recommendations based on sound planning	100%	100%	100%	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Respond timely to public inquiries	80%	100%	100%	
Attend community meetings	95%	100%	100%	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Attend meetings	100%	100%	100%	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Update annual General Plan conformance report on the Capital Improvement	100%	100%	100%	

Development Services

DEPARTMENT: Development Services **FUND:** General

PROGRAM: Development Services **ACCOUNT:** 46101

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Respond timely to public inquiries	80%	100%	100%	
Provide interagency coordination	95%	100%	100%	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Update General and Zoning Ordinances as	90%	100%	100%	
Update the Housing Element	100%	100%	100%	
Implement the Housing Element	95%	100%	100%	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Process applications for long range planning projects	100%	100%	100%	

Enforcement: ENDEAVOR TO OBTAIN VOLUNTARY COMPLIANCE FOR VIOLATIONS OF CITY

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Notify property owners of alleged violations	100%	100%	100%	
Explain Codes and Regulations to foster cooperation and compliance	100%	100%	100%	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Attend CIT meetings	95%	100%	100%	
Communicate regularly with team members	95%	100%	100%	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Communicate and cooperate with outside agencies	100%	100%	100%	

Environmental: PROVIDE SUPPORT TO THE COMMUNITY DEVELOPMENT DEPARTMENT AND OTHER

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Assist in preparation of environmental documents and studies	50%	100%	100%	
Process environmental clearance for projects	50%	100%	100%	

Development Services

DEPARTMENT: Development Services **FUND:** General

PROGRAM: Development Services **ACCOUNT:** 46101

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Respond timely to public inquiries	50%	100%	100%	
Attend community meetings	50%	100%	100%	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Continue professional development through training	25%	100%	100%	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Create Economic Development Web Portal with County of Humboldt	YES	YES	YES	
Create, and manage, City of Eureka Economic Development Web Portal	NO	YES	YES	
Accurately and timely mapping of Business-related data for City of Eureka	NO	YES	YES	

GIS: LEAD OUR REGION BY SUPPORTING ECONOMIC DEVELOPMENT SOLUTIONS

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Create Economic Development Web Portal with County of Humboldt	YES	YES	YES	
Create, and manage, City of Eureka Economic Development Web Portal	NO	YES	YES	
Accurately and timely mapping of Business-related data for City of Eureka	NO	YES	YES	

GIS: BECOME THE VISITOR-SERVING HUB OF THE REGION

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Provide regional mapping agencies with timely and accurate data	YES	YES	YES	
Create, and manage, City of Eureka Visitor-Serving web-gis application	NO	YES	YES	

Development Services

DEPARTMENT: Development Services **FUND:** General

PROGRAM: Development Services **ACCOUNT:** 46101

GIS: BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Primary steward of geospatial data for the greater Eureka area	YES	YES	YES	
Maintain effective working relationships with instrumental agencies such as HSU,	YES	YES	YES	
Create and host a timely and accurate web-GIS application to support all facets of City	NO	YES	YES	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Participate in the creation of a greater Eureka area regional transportation model	YES	YES	YES	
Create and steward timely and accurate datasets regarding transportation	YES	YES	YES	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Create Economic Development Web Portal with County of Humboldt	YES	YES	YES	
Create, and manage, City of Eureka Economic Development Web Portal	NO	YES	YES	
Accurately and timely mapping of Business-related data for City of Eureka	NO	YES	YES	

GIS: ESTABLISH A COMPREHENSIVE HISTORICAL PRESERVATION PLAN

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Create and steward historical property datasets	YES	YES	YES	
Create and manage historical properties web-GIS application	YES	YES	YES	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Create and steward parking, business and infrastructure datasets	YES	YES	YES	
Provide mapping and analysis of downtown parking data	NO	YES	YES	
Utilize data from the greater Eureka area regional transportation model	NO	YES	YES	

Development Services

DEPARTMENT: Development Services **FUND:** General

PROGRAM: Development Services **ACCOUNT:** 46101

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

		PERFORMANCE MEASURES:		
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Provide geospatial framework for Trak-it	YES	YES	YES	
Create and manage browser-based, customer-friendly web-GIS portal for all	NO	YES	YES	
Accurately and timely mapping of all City of Eureka Infrastructure data	NO	YES	YES	
Create and manage web-version of Engineering Department Utility data	YES	YES	YES	

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

		PERFORMANCE MEASURES:		
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Create timely and accurate street light dataset for City of Eureka	YES	YES	YES	
Work with public and private entities to analyze and design street lighting	NO	YES	YES	

GIS: MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS

		PERFORMANCE MEASURES:		
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Create and steward fire and emergency response geospatial datasets	YES	YES	YES	
Work with potential contractors to provide the latest technology for fire and	YES	YES	YES	
Provide timely support of fire and emergency response GIS applications	NO	YES	YES	

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

		PERFORMANCE MEASURES:		
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Create and steward comprehensive infrastructure datasets	YES	YES	YES	
Conduct public safety facilities analysis	NO	YES	YES	
Create and steward un-reinforced masonry dataset	YES	YES	YES	
Conduct URM and hazard analysis	NO	YES	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 CITYS
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 **FUND:** General

PROGRAM: Development Services **ACCOUNT:** 46101

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

		PERFORMANCE MEASURES:		
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Create Eureka street tree dataset	YES	YES	YES	
Maintain timely and accurate Eureka street tree dataset	NO	YES	YES	
Work with local contractors to develop experimental street tree interactive website	NO	YES	YES	

GIS: Assistance to Police Department

		PERFORMANCE MEASURES:		
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Provide EPD with GIS Administration for GIS-Based CAD System Migration	YES	YES	YES	
Assist EPD Staff with Mapping and Geospatial Expertise	YES	YES	YES	
Provide EPD with GIS Analyst for Cummalative Mapping Needs	YES	YES	YES	

GIS: Assistance to Fire Department

		PERFORMANCE MEASURES:		
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Provide Humboldt Bay Fire with GIS Administration for GIS-Based CAD System	YES	YES	YES	
Assist HBF Staff with Mapping and Geospatial Expertise	YES	YES	YES	
Provide HBF with GIS Analyst for Cummalative Mapping Needs	YES	YES	YES	

GIS: Asset Management Preparation

		PERFORMANCE MEASURES:		
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Compile Infrastructure Datasets to be Used for an Asset Management Registry	YES	YES	YES	
Research and Compile Standard Attributes for Incorporation Into Asset Management	YES	YES	YES	
Begin research into GIS-based and CMMMS software systems for long-term	NO	YES	YES	
Audit Existing GIS Files to Ensure Temporal and Accuracy Completeness	NO	YES	YES	

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

		PERFORMANCE MEASURES:		
Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Attend and participate in planning meetings	15	15	15	
Market to companies in the industry clusters	80%	80%	80%	

Development Services

DEPARTMENT: Development Services **FUND:** General

PROGRAM: Development Services **ACCOUNT:** 46101

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

	PERFORMANCE MEASURES:			
Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Business Loans Processed	1	1	1	
Business Meetings	25	25	25	
Attend CAEZ Quarterly Board Meetings	5	5	5	
Enterprise Zone Expansion	30%	100%	100%	
Business Licenses waived	125	125	125	
Hiring Tax Credit Vouchers Issued	1000	1000	1000	
Marketing Ads Placed	3	3	3	
Presentations to Local Business Groups	5	5	5	
Market/administer State & Federal Programs	100%	100%	100%	
Enterprise Zone				
CDBG				
EDA				
Industrial Development Bonds				
Employment Training Programs				
Foreign Trade Zone				
Attend CALED Quarterly Board Meetings	5	5	5	
Attend Upstate Board Meetings	3	4	4	
Attend Eureka Main Street Board Meetings	8	10	10	
Attend North Coast SBDC Board Meetings	5	6	6	
CALBIS/UPSTATE RFP Responses	1	1	1	
Businesses assisted by Ombudsman	5	5	5	
California Enterprise Development Authority Membership/Board Meetings	11	12	12	
Business Site Visit	10	12	12	

LEAD OUR REGION BY SUPPORTING ECONOMIC DEVELOPMENT SOLUTIONS

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Attend Upstate Board Meetings	3	4	4	
Marketing Ads Placed	3	3	3	
Attend CALED Quarterly Board Meetings	5	5	5	
Attend CAEZ Quarterly Board Meetings	5	5	5	
Business Development Workshops Sponsored	4	4	4	
Obtain Enterprise Zone Expansion	30%	100%	100%	

ACHIEVE CONSISTENT INCREASES IN THE NUMBER OF LIVING-WAGE EMPLOYERS

	PERFORMANCE MEASURES:			
Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Attend Upstate Board Meetings	80%	100%	100%	
Marketing Ads Placed	3	3	3	
Business Packets Distributed	75	60	60	
Coastal Dependent Industrial ERTN	1	1	1	
RFP's Issued	2	2	2	
Proposals Evaluated with RAB Criteria	1	1	1	
California Enterprise Development Authority Membership/Board Meetings	11	12	12	

Development Services

DEPARTMENT: Development Services **FUND:** General

PROGRAM: Development Services **ACCOUNT:** 46101

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

	PERFORMANCE MEASURES:			
Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Meetings with State/Federal Legislators/Staff	8	10	10	
Letters to Support/Oppose Legislation	50	50	50	

BECOME THE VISITOR-SERVING HUB OF THE REGION

	PERFORMANCE MEASURES:			
Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Marketing Ads Placed	3	3	3	
Support the Mural Program	100%	100%	100%	
Provide Funding to Eureka Main Street	100%	100%	100%	

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

	PERFORMANCE MEASURES:			
Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Attend Broadband Workshops	1	1	1	
Meetings with State/Federal Legislators/Staff	8	10	10	
Meetings With CALTRANS to improve Regional Transportation	Yes	Yes	Yes	
Coordinate Regional Broadband Grant	1	1	1	

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Providing Access to the Following Programs	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 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 rehabilitaiton 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 activites. 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.

PROGRAM EXPENDITURES:	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
Salaries and Benefits	$ 128,216	$ 120,740	$ 120,038	$ 125,013	$ 129,132
Materials and Services	4,858,035	1,685,098	492,832	1,743,039	578,952
Total Expenditures	$ 4,986,251	$ 1,805,838	$ 612,870	$ 1,868,052	$ 708,084

FULL TIME AND REGULAR PART-TIME POSITIONS:	2015-16 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
Project Manager	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

SERVICE LEVEL CHANGES:

None.

Development Services

DEPARTMENT: Development Services **FUND:** 273, 276, 277, 278, 285, 291 & 296

PROGRAM: Housing Programs **ACCOUNT:** 46310 & 46320

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

PERFORMANCE MEASURES:

Supporting Departmental Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
2016 State CDBG Homebuyer & Paint Up-Fix Up Program Grant Application	N/A	N/A	N/A	
State HOME Grant Award for Danco 50 Units of Senior Affordable Housing	Awarded	Awarded	Awarded	
Update Policies & Procedures of the City's Rehabilitation Program	No	No	No	
Humboldt Housing & Homeless Coalition Grant Writing Consultant Fees	Yes	Yes	Yes	
CDBG Homebuyer Program Amendments & New Lender Selection	Yes	Yes	Yes	
Homebuyer Loans (9-12 Loans)	4	4	4	
Housing Rehabilitation Loans	1	1	1	
Rental Rehabilitation Loan (Fund 285)	1	1	1	
Loan Modifications (Deferred,Amortized)	4	4	4	
Loan Subordination	2	2	2	
Loans Paid In Full (2 Short Sales)	3	3	3	
Loan Maturities	3	3	3	
Lead Based Paint Grants (w/Rehab. Loan)	None	None	None	
Small Senior Home Repair Grants	30	30	30	
Relocation Grants (w/Rehab. Loan)	None	None	None	
Graffiti Removal Grants	2	2	2	

Development Services

DEPARTMENT: Development Services **FUND:** General, Harbor & Golf Course

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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ -	$ -	$ -	$ -	$ -
Services and Supplies	9,080	-	-	-	-
Total Expenditures	$ 9,080	$ -	$ -	$ -	$ -
EXPENDITURES BY FUND:					
General Fund	$ -	$ -	$ -	$ -	$ -
Harbor Fund	-	-	-	-	-
Golf Course Fund	9,080	-	-	-	-
Total	$ 9,080	$ -	$ -	$ -	$ -

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Project Manager	-	-	-	-
Total		-	-	-

SERVICE LEVEL CHANGES:

None.

Development Services

DEPARTMENT: Development Services **FUND:** General, Harbor & Golf Course

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

PERFORMANCE MEASURES:

Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Consumer Price Index Adjustments	71%	71%	71%	

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

PERFORMANCE MEASURES:

Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Respond in timely manner to requests for information	95%	95%	95%	
Respond in timely manner to work requests	95%	95%	95%	
Update website with applicable information	5	5	5	

Development Services

DEPARTMENT: Development Services **FUND:** Airport

PROGRAM: Municipal 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.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	$ -	$ -	$ -	$ -	$ -
Services and Supplies	100,512	75,467	75,467	75,467	75,467
Total Expenditures	$ 100,512	$ 75,467	$ 75,467	$ 75,467	$ 75,467

	2016-17 Actual	2017-18 Actual	2018-19 Budget	2019-20 Budget
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 **FUND:** Airport

PROGRAM: Municipal Airport **ACCOUNT:** 44520

COUNCIL GOALS SUPPORTED:

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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Consumer Price Index Adjustments	0%	90%	90%	
Apply for funding for Capital Improvement Projects	0	1	1	

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Respond in timely manner to phone messages	95%	100%	100%	
Respond to work request in a timely manner	100%	100%	100%	
Update website with applicable information	2	5	5	

Development Services

DEPARTMENT: Development Services **FUND:** Golf Course

PROGRAM: 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

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Consumer Price Index Adjustments	Yes	Yes	Yes	Yes

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

	PERFORMANCE MEASURES:			
Supporting Department Objectives	**2016-17 Actual**	**2017-18 Target**	**2017-18 Estimated**	**2018-19 Target**
Respond in timely manner to phone messages	95%	100%	100%	
Update website with applicable information	5	12	12	

CITY of EUREKA

CITY of EUREKA

Non-Operating

Department Summary - Non-Operating

DEPARTMENT DESCRIPTION:

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

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
EXPENDITURES BY PROGRAM:					
Debt Service	$ 3,673,494	$ 5,536,077	$ 5,536,077	$ 5,536,077	$ 5,536,077
Interfund transfers	32,175,103	368,000	1,439,627	6,734,546	4,207,000
	$35,848,597	$ 5,904,077	$ 6,975,704	$ 12,270,623	$ 9,743,077
EXPENDITURES BY FUND					
General Fund	379,541	497,542	887,831	497,542	497,542
SA - Debt Svc	1,746,743	2,532,289	2,532,289	2,532,289	2,532,289
Water Fund	817,243	1,406,382	1,406,382	3,306,382	3,011,382
Water Capital Projects	352,969	-	-	-	-
Wastewater Operating Fund	847,683	1,293,582	1,885,577	5,760,128	3,527,582
Wastewater Capital	31,572,134	-	-	-	-
Humboldt Bay	71,883	174,282	174,282	174,282	174,282
Information Technology Operations	60,401	-	-	-	-
Facilities Operations	-	-	89,343	-	-
Total Resources	$35,848,597	$ 5,904,077	$ 6,975,704	$ 12,270,623	$ 9,743,077

Non-Operating

DEPARTMENT: Non-Operating

PROGRAM: Debt service

PROGRAM DESCRIPTION:

Debt service includes Capital Leases, Revenue Bonds and Interfund Advances

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Debt Service	$ 3,673,494	$ 5,536,077	$ 5,536,077	$ 5,536,077	$ 5,536,077
EXPENDITURES BY FUND:					
General Fund	$ 129,541	$ 129,542	$ 129,542	$ 129,542	$ 129,542
SA - Debt Svc	1,746,743	2,532,289	2,532,289	2,532,289	2,532,289
Water Fund	817,243	1,406,382	1,406,382	1,406,382	1,406,382
Wastewater Operating Fund	847,683	1,293,582	1,293,582	1,293,582	1,293,582
Humboldt Bay	71,883	174,282	174,282	174,282	174,282
Information Technology Operations	60,401	-	-	-	-
Total	$ 3,673,494	$ 5,536,077	$ 5,536,077	$ 5,536,077	$ 5,536,077

Non-Operating

DEPARTMENT: Non-Operating

PROGRAM: Interfund transfers

PROGRAM DESCRIPTION:

Interfund transfers primarily represent operating subsidies.

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Budget	2019-20 Budget
PROGRAM EXPENDITURES:					
Interfund transfers	$32,175,103	$ 368,000	$ 1,439,627	$ 6,734,546	$ 4,207,000
EXPENDITURES BY FUND					
General Fund	$ 250,000	$ 368,000	$ 758,289	$ 368,000	$ 368,000
Water Fund	-	-	-	1,900,000	1,605,000
Water Capital Projects	352,969	-	-	-	-
Wastewater Operating Fund	-	-	591,995	4,466,546	2,234,000
Wastewater Capital	31,572,134	-	-	-	-
Facilities Operations	-	-	89,343	-	-
Total	$32,175,103	$ 368,000	$ 1,439,627	$ 6,734,546	$ 4,207,000

CITY of EUREKA

CITY of EUREKA

Section D:

Department & Fund Relationship

CITY of EUREKA

Department and Fund Relationship

Department and Fund Relationship

The following list shows the relationship between the Department, their supporting fund(s) and the fund's support to the City services provided by the Department:

Department	Fund(s)	City Service Support
Legislative	General Fund Internal Operations	City Council Mayor
City Manager	Internal Operations	City Manager
City Attorney	Internal Operations	City Attorney
City Clerk/CIO	General Fund Information Technology Internal Operations Risk Management	City Clerk Emergency Operations Center (EOC) Employee Benefits Information Information Technology Operations Liability Risk Management Workers Comp Risk Management
Personnel	Internal Operations	Human Resources Management
Finance	General Fund Internal Operations Fund SA Capital Fund - Merged Area SA Debt Service Fund -Merged Area Transit Wastewater Water	Finance Non-Departmental Successor Agency- Admin Transit- General Public Transit- Paratransit
Police	General Parking	Communications Parking Enforcement Police
Fire	General Fund	Fire Services
Community Services	Environmental Programs General Harbor Humboldt Bay	Adorni Center Environmental Programs Facilities Operations Harbor Operations Park Operations Community Services Administration Recreation Administration Recreation-Youth Programs and Activities Sequoia Park Zoo Wharfinger
Public Works	Equipment Operations Gas Tax - Federal/HCAOG General General & Gas Tax General & Gas Tax, Parking Wastewater Collection	Administration Engineering Engineering - Traffic/Signals Equipment Operations Sewer Collection Storm water

Department and Fund Relationship

Department and Fund Relationship

The following list shows the relationship between the Department, their supporting fund(s) and the fund's support to the City services provided by the Department:

Department	Fund(s)	City Service Support
	Wastewater Operating	Streets/Alley Maintenance
	Water	Wastewater Treatment
	Water & Wastewater Fund	Water Distribution
		Water Treatment
Building	Building	Code Enforcement
		Construction Regulation
Development Services		
	Airport	Community Development
	Cal Home	Golf Course
	CDBG	Housing Programs
	General	Municipal Airport
	Golf Course	Property Management
	Harbor	
	Home	
	Housing	
	Housing Successor Redevelopment	
	Admin	
	Rental Rehab	

CITY of EUREKA

Section E:

Fund Summaries

CITY of EUREKA

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 (2016-17), and the fiscal year covered by the 2017-18 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.

FUND SUMMARIES - CITY FUNDS

GENERAL FUNDS

	General	Donations
Working Capital-7/1/17	5,362,899	193,924
SOURCES:		
Revenues:		
Taxes	22,736,229	-
Licenses, Permits & Franchises	1,293,800	-
Intergovernmental	2,464,000	-
Charges for Services	1,128,350	-
Fines & Forfeits	210,500	-
Miscellaneous	144,300	46,380
Other Financing Sources	-	-
Total Sources	27,977,179	46,380
USES:		
Operating Budgets	27,010,909	99,613
Debt Service	129,542	-
Projects	475,000	-
Transfers to Other Funds	758,289	-
Total Uses	28,373,740	99,613
Working Capital-6/30/18	4,966,338	140,691
SOURCES:		
Revenues:		
Taxes	23,231,500	-
Licenses, Permits & Franchises	1,392,800	-
Intergovernmental	2,504,000	-
Charges for Services	1,451,825	-
Fines & Forfeits	210,500	-
Miscellaneous	174,300	-
Other Financing Sources	-	-
Total Sources	28,964,925	-
USES:		
Operating Budgets	28,685,393	140,691
Debt Service	129,542	-
Projects	475,000	-
Transfers to Other Funds	368,000	-
Total Uses	29,657,935	140,691
Working Capital-6/30/19	4,273,328	-
SOURCES:		
Revenues:		
Taxes	23,622,500	-
Licenses, Permits & Franchises	1,392,800	-
Intergovernmental	2,550,000	-
Charges for Services	1,254,825	-
Fines & Forfeits	210,500	-
Miscellaneous	174,300	-
Other Financing Sources	-	-
Total Sources	29,204,925	-
USES:		
Operating Budgets	29,364,162	62,362
Debt Service	129,542	-
Projects	25,000	-
Transfers to Other Funds	368,000	-
Total Uses	29,886,704	62,362
Working Capital-6/30/20	3,591,549	(62,362)

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.

Special Revenue Funds

- **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

- **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.

CITY of EUREKA

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	Economic Development	CDBG - Technical & Planning	Habitat Acquisition & Restoration	Environmental Programs
Working Capital-7/1/17	489,308	(227)	16,337	258,298
SOURCES:				
Revenues	227	227	203,835	66,000
Transfers from Other Funds	-	-	-	-
Total Sources	-	227	203,835	66,000
USES:				
Operating Budgets	200,000	-	-	75,473
Projects	-	-	95,000	-
Total Uses	200,000	-	95,000	75,473
Working Capital-6/30/18	289,535	-	125,172	248,825
SOURCES:				
Revenues	1,100,000	1,100,000	-	66,000
Transfers from Other Funds	-	-	-	-
Total Sources	-	1,100,000	-	66,000
USES:				
Operating Budgets	1,383,117	1,100,000	-	104,585
Projects	-	-	-	-
Total Uses	283,117	1,100,000	-	104,585
Working Capital-6/30/19	6,418	-	125,172	210,240
SOURCES:				
Revenues	-	-	-	66,000
Transfers from Other Funds	-	-	-	-
Total Sources	-	-	-	66,000
USES:				
Operating Budgets	-	-	-	107,615
Projects	-	-	-	-
Total Uses	-	-	-	107,615
Working Capital-6/30/20	6,418	-	125,172	168,625

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	Capital Improvements	Demolition Projects	Airport	Housing	CDBG - Housing
Working Capital-7/1/17	(4,443)	(1,343,405)	(91,538)	2,134,461	32,646
SOURCES:					
Revenues	-	-	21,000	50,000	-
Transfers from Other Funds	-	146,000	89,343	-	-
Total Sources	-	146,000	110,343	50,000	-
USES:					
Operating Budgets	-	-	82,759	612,870	-
Projects	-	50,000	-	-	-
Total Uses	-	50,000	82,759	38,107	-
Working Capital-6/30/18	(4,443)	(1,247,405)	(63,954)	47,424	32,646
SOURCES:					
Revenues	-	-	21,000	50,000	-
Transfers from Other Funds	-	146,000	-	-	-
Total Sources	-	146,000	21,000	50,000	-
USES:					
Operating Budgets	-	-	82,972	768,052	-
Projects	-	300,000	-	-	-
Total Uses	-	300,000	82,972	50,000	-
Working Capital-6/30/19	(4,443)	(1,401,405)	(125,926)	47,424	32,646
SOURCES:					
Revenues	-	-	21,000	50,000	-
Transfers from Other Funds	-	146,000	-	-	-
Total Sources	-	146,000	21,000	50,000	-
USES:					
Operating Budgets	-	-	83,187	708,084	-
Projects	-	300,000	-	-	-
Total Uses	-	300,000	83,187	50,000	-
Working Capital-6/30/20	(4,443)	(1,555,405)	(188,113)	47,424	32,646

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	HOME Program	CDBG - Housing	Cal Home	Rental Rehab	Housing
Working Capital-7/1/17	(11,893)	14,778	49,531	106,403	132,918
SOURCES:					
Revenues	50,000	-	-	-	-
Transfers from Other Funds	-	-	-	-	-
Total Sources	50,000	-	-	-	-
USES:					
Operating Budgets	38,107	-	-	-	105,000
Projects	-	-	-	-	-
Total Uses	38,107	-	-	-	105,000
Working Capital-6/30/18	-	14,778	49,531	106,403	27,918
SOURCES:					
Revenues	50,000	-	-	-	-
Transfers from Other Funds	-	-	-	-	-
Total Sources	50,000	-	-	-	-
USES:					
Operating Budgets	50,000	-	42,850	-	27,918
Projects	-	-	-	-	-
Total Uses	50,000	-	42,850	-	27,918
Working Capital-6/30/19	-	14,778	6,681	106,403	-
SOURCES:					
Revenues	50,000	-	-	-	-
Transfers from Other Funds	-	-	-	-	-
Total Sources	50,000	-	-	-	-
USES:					
Operating Budgets	50,000	-	6,681	-	-
Projects	-	-	-	-	-
Total Uses	50,000	-	6,681	-	-
Working Capital-6/30/20	-	14,778	-	106,403	-

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	City Housing Low/Mod	Gas Tax/ State Highway	Police Special Revenue	Parking Fund
Working Capital-7/1/17	1,810,078	219,496	1,284,759	(83,098)
SOURCES:				
Revenues	-	2,635,129	291,190	149,000
Transfers from Other Funds	-	-	26,000	-
Total Sources	-	2,635,129	317,190	149,000
USES:				
Operating Budgets	469,763	584,016	1,046,204	105,832
Projects	-	2,003,377	-	15,000
Total Uses	469,763	2,587,393	1,046,204	120,832
Working Capital-6/30/18	1,340,315	267,232	555,745	(54,930)
SOURCES:				
Revenues	-	1,359,406	230,000	149,000
Transfers from Other Funds	-	-	26,000	-
Total Sources	-	1,359,406	256,000	149,000
USES:				
Operating Budgets	647,284	613,689	803,510	106,081
Projects	-	743,507	-	15,000
Total Uses	647,284	1,357,196	803,510	121,081
Working Capital-6/30/19	693,031	269,442	8,235	(27,011)
SOURCES:				
Revenues	-	1,359,406	230,000	149,000
Transfers from Other Funds	-	-	26,000	-
Total Sources	-	1,359,406	256,000	149,000
USES:				
Operating Budgets	651,403	627,468	149,000	109,500
Projects	-	743,507	-	15,000
Total Uses	651,403	1,370,975	149,000	124,500
Working Capital-6/30/20	41,628	257,873	115,235	(2,511)

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. Transit is being transferred to Humboldt Transit Authority starting in FY2018-19.

- **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

CITY of EUREKA

FUND SUMMARIES - CITY FUNDS

ENTERPRISE FUNDS

	500	501	510	512
	Water Operating	Water Capital	Wastewater Operating	Wastewater Capital
Working Capital-7/1/17	9,248,728	1,878,224	3,014,529	4,432,298
REVENUES:				
User fees	8,147,250	-	8,560,500	-
Other revenues	-	-	-	424,000
Transfers and/or contributions	-	-	-	591,995
Total Sources	8,147,250	-	8,560,500	1,015,995
EXPENSES:				
Operating Expenses	6,497,082	-	6,130,401	-
Capital Projects	30,000	1,143,000	61,400	5,448,293
Reserves	-	-	-	-
Debt service	1,406,382	-	1,293,582	-
Transfers to/(from) Other Funds	-	-	591,995	-
Total Uses	7,933,464	1,143,000	8,077,378	5,448,293
Working Capital-6/30/18	9,462,514	735,224	3,497,651	-
REVENUES:				
User fees	8,508,352	-	10,714,865	-
Other revenues	-	-	-	1,155,454
Transfers and/or contributions	-	1,900,000	-	4,466,546
Total Sources	8,508,352	1,900,000	10,714,865	5,622,000
USES:				
Operating Expenses	6,637,295	-	6,350,774	-
Capital Projects	30,000	2,600,000	48,400	5,622,000
Reserves	-	-	-	-
Debt Service	1,406,382	-	1,293,582	-
Transfers out	1,900,000	-	4,466,546	-
TOTAL USES	9,973,677	2,600,000	12,159,302	5,622,000
Working Capital-6/30/19	7,997,189	35,224	2,053,214	-
REVENUES:				
User fees	8,886,225	-	13,114,025	-
Other revenues	-	-	-	-
Transfers and/or contributions	-	1,605,000	-	2,234,000
Total Sources	8,886,225	1,605,000	13,114,025	2,234,000
USES:				
Operating Expenses	6,732,513	-	6,493,401	-
Capital Projects	-	1,605,000	48,400	2,234,000
Reserves	-	-	-	-
Debt Service	1,406,382	-	1,293,582	-
Transfers out	1,605,000	-	2,234,000	-
TOTAL USES	9,743,895	1,605,000	10,069,383	2,234,000
Working Capital-6/30/20	7,139,519	35,224	5,097,856	-

FUND SUMMARIES - CITY FUNDS

ENTERPRISE FUNDS

	520	530	540	550
	Transit	Humboldt Bay Operating	Building Fund	Municipal Golf Course
Working Capital-7/1/17	(227,891)	(669,960)	(426,027)	(832)
REVENUES:				
User fees	377,000	-	149,000	-
Other revenues	1,587,161	940,726	761,000	39,000
Transfers and/or contributions	390,289	-	196,000	-
Total Sources	2,354,450	940,726	1,106,000	39,000
EXPENSES:				
Operating Expenses	2,064,080	912,126	971,444	-
Capital Projects	-	651,000	-	-
Reserves	-	-	-	-
Debt service	-	174,282	-	-
Transfers to/(from) Other Funds	-	-	-	-
Total Uses	2,064,080	1,737,408	971,444	-
Working Capital-6/30/18	62,479	(1,466,642)	(291,471)	38,168
REVENUES:				
User fees	-	-	145,000	-
Other revenues	-	963,226	761,000	39,000
Transfers and/or contributions	-	-	196,000	-
Total Sources	-	963,226	1,102,000	39,000
USES:				
Operating Expenses	-	936,220	1,049,090	-
Capital Projects	-	151,000	-	-
Reserves	-	-	-	-
Debt Service	-	174,282	-	-
Transfers out	-	-	-	-
TOTAL USES	-	1,261,502	1,049,090	-
Working Capital-6/30/19	62,479	(1,764,918)	(238,561)	77,168
REVENUES:				
User fees	-	-	145,000	-
Other revenues	-	963,226	761,000	39,000
Transfers and/or contributions	-	-	196,000	-
Total Sources	-	963,226	1,102,000	39,000
USES:				
Operating Expenses	-	948,412	1,086,581	-
Capital Projects	-	151,000	-	-
Reserves	-	-	-	-
Debt Service	-	174,282	-	-
Transfers out	-	-	-	-
TOTAL USES	-	1,273,694	1,086,581	-
Working Capital-6/30/20	62,479	(2,075,386)	(223,142)	116,168

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-7/1/17	(651,693)	2,542,919	1,461,642	(103,583)	42,825
SOURCES:					
Revenues	2,146,889	1,777,309	1,110,013	3,211,886	903,391
Total Sources	2,146,889	1,777,309	1,110,013	3,211,886	903,391
USES:					
Operating Budgets	1,897,240	2,370,740	1,093,971	2,925,657	813,774
Transfers to/(from) Other Funds	-	-	-	-	89,343
Total Uses	1,897,240	2,370,740	1,093,971	2,925,657	813,774
Working Capital-6/30/18	(402,044)	1,949,488	1,477,684	182,646	132,442
SOURCES:					
Revenues	1,967,500	1,901,495	1,241,746	3,089,062	973,263
Total Sources	1,967,500	1,901,495	1,241,746	3,089,062	973,263
USES:					
Operating Budgets	1,898,022	2,600,048	1,251,075	3,108,862	981,637
Total Uses	1,898,022	2,600,048	1,251,075	3,108,862	981,637
Working Capital-6/30/19	(332,566)	1,250,935	1,468,355	162,846	124,068
SOURCES:					
Revenues	1,967,500	1,901,495	1,241,746	3,089,062	973,263
Total Sources	1,967,500	1,901,495	1,241,746	3,089,062	973,263
USES:					
Operating Budgets	1,898,022	2,627,667	1,273,815	3,277,607	924,006
Total Uses	1,898,022	2,627,667	1,273,815	3,277,607	924,006
Working Capital-6/30/20	(263,088)	524,763	1,436,286	(25,699)	173,325

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-7/1/17	37,170
ADDITIONS:	400,109
Total Additions	400,109
DEDUCTIONS:	
Benefits & Expenses	314,651
Total Deductions	314,651
Working Capital-6/30/18	122,628
ADDITIONS	141,638
Total Additions	141,638
DEDUCTIONS:	
Benefits & Expenses	246,638
Total Deductions	246,638
Working Capital-6/30/19	17,628
ADDITIONS	241,638
Total Additions	241,638
DEDUCTIONS:	
Benefits & Expenses	246,638
Total Deductions	246,638
Working Capital-6/30/20	12,628

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-7/1/17	61,103	28,959
SOURCES:		
Revenues	3,535,709	-
Transfers from Other Funds	-	-
Total Sources	3,535,709	-
USES:		
Operating Budgets	250,000	-
Debt Service	2,532,289	-
Transfers to Other Funds	-	-
Total Uses	2,782,289	-
Working Capital-6/30/18	814,523	28,959
SOURCES:		
Revenues	3,535,709	-
Transfers from Other Funds	-	-
Total Sources	3,535,709	-
USES:		
Operating Budgets	250,000	-
Debt Service	2,532,289	-
Total Uses	2,782,289	-
Working Capital-6/30/19	1,567,943	28,959
SOURCES:		
Revenues	3,535,709	-
Transfers from Other Funds	-	-
Total Sources	3,535,709	-
USES:		
Operating Budgets	250,000	-
Debt Service	2,532,289	-
Projects	-	-
Total Uses	2,782,289	-
Working Capital-6/30/20	2,321,363	28,959

CITY of EUREKA

Section F:

Revenues by Fund

CITY of EUREKA

Revenues By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
110	**GENERAL FUND**					
	TAXES:					
31110-0000	Secured - Current	2,514,009	2,539,047	2,539,047	2,603,000	2,655,000
31110-2011	Transfer to RDA	(674,081)	(674,318)	(674,318)	(1,038,000)	(1,059,000)
31110-3000	RDA - Residual	0	0	0	360,000	367,000
31111-0000	Unsecured - Current	105,772	100,000	100,000	106,000	108,000
31125-0000	Supp roll - Current	43,103	25,000	25,000	43,000	44,000
31131-0000	Unsecured - prior	847	1,500	1,500	1,500	1,500
31135-0000	Supp roll - prior	3,839	6,000	6,000	5,000	5,000
31301-0000	Sales tax	10,617,343	10,737,000	10,737,000	10,721,000	10,839,000
31302-0000	Sales tax-Pub Safety	255,062	240,000	240,000	269,000	274,000
31304-0000	Transaction & Use tax	2,178,566	2,230,000	2,230,000	2,227,000	2,272,000
31304-1000	Supp-Transaction & Use tax	4,403,233	4,460,000	4,460,000	4,562,000	4,653,000
31305-0000	Transfer tax	97,149	50,000	50,000	60,000	60,000
31501-0000	TOT	2,978,019	2,750,000	2,750,000	3,021,000	3,112,000
31502-0000	Humb Tourism Admin Fee Reven	6,846	5,000	5,000	5,000	5,000
31601-0000	Reg bus license tax	249,769	225,000	225,000	239,000	239,000
31602-0000	Business License Review Fee	3,399	3,000	3,000	3,000	3,000
31603-0000	Bus lic penalties	16,213	9,000	9,000	9,000	9,000
31611-0000	BID - all areas	36,090	30,000	30,000	35,000	35,000
31905-0000	Timber yield tax	49	0	0	0	0
31920-0000	Utility users' tax	2	0	0	0	0
	Subtotal	22,835,229	22,736,229	22,736,229	23,231,500	23,622,500
	LICENSES, PERMITS & FRANCHISES:					
32101-0000	Animal licenses	57,130	45,000	45,000	45,000	45,000
32101-2100	Animal licenses - penalties	199	0	0	0	0
32232-0000	Residential Parking Permits	750	0	0	0	0
32241-0000	Encroachment permits	25,900	25,000	25,000	25,000	25,000
32243-0000	Transportation permits	806	800	800	800	800
32310-0000	Gas/Elec franchise	255,520	235,000	235,000	295,000	295,000
32320-0000	Cable TV franchise	290,352	280,000	280,000	282,000	282,000
32330-0000	Garbage franchise	720,377	650,000	650,000	745,000	745,000
32410-0000	Medi-Can Cond Use Prmt Renew	0	58,000	58,000	0	0
	Subtotal	1,351,034	1,293,800	1,293,800	1,392,800	1,392,800
	INTERGOVERNMENTAL:					
33135-1000	Humb Co-JAG/Byrne	6,184	0	0	0	0
33151-0001	EPD Training Reimbursement	1,005	0	0	0	0
33155-0000	Humb Co - DTF	0	8,000	8,000	8,000	8,000
33303-2000	Humboldt Bay Fire JPA	0	0	0	77,000	77,000
33305-0000	Motor veh. in-lieu	12,181	11,000	11,000	11,000	11,000
33311-0000	Prop tax VLF in-lieu	2,250,063	2,270,000	2,270,000	2,309,000	2,355,000
33315-0000	HOPTR	32,543	35,000	35,000	35,000	35,000
33330-0000	P.O.S.T.	9,670	20,000	20,000	20,000	20,000
33336-0000	911 Rembursement Com Equipme	(31,520)	0	0	0	0
33370-1264	Recycling activities	26,842	0	0	0	0
33392-0000	SB 90	95,232	120,000	120,000	44,000	44,000
33395-0000	Grant Reimbursement	0	15,600	0	0	0
	Subtotal	2,402,200	2,479,600	2,464,000	2,504,000	2,550,000
	CHARGES FOR SERVICES:					
34211-0000	Sp. police services	41,560	50,000	50,000	50,000	50,000
34214-0000	Police rev-counter	73,618	55,000	55,000	71,000	71,000
34217-0000	False alarm chgs	(7,513)	0	0	0	0
34222-0000	Fire marshal	887	0	0	0	0
34231-0000	Plan check fees	5,877	7,500	7,500	7,500	7,500
34242-0000	Fire plan check fees	192	0	0	0	0
34243-0000	Fire Inspection Mandated	280	0	0	0	0
34244-0000	Alarm permits	1,660	0	0	0	0
34311-0000	Survey service	1,800	0	0	0	0
34312-0000	Sales of plans/specs	419	1,000	1,000	1,000	1,000
34314-0000	Eng. subdivision fees	700	0	0	0	0
34315-0000	C.D. Deposits	2,500	0	0	0	0

Revenues By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
34317-0000	Engineering reviews	4,690	5,500	5,500	5,500	5,500
34318-0000	Project Salaries	8,237	0	0	0	0
34319-0000	Engineering agreement fees	150	450	450	450	450
34321-0000	St. highway sweeping	11,476	23,000	23,000	23,000	23,000
34323-0000	Weed abatement chgs.	0	1,000	1,000	1,000	1,000
34341-0000	Custodial services	1,295	0	0	0	0
34342-0000	Electrician services	1,939	0	0	0	0
34410-0000	Recreation programs	2,250	0	0	0	0
34410-1024	Special classes	31,098	16,000	16,000	40,000	40,000
34410-1025	Men's softball	8,605	11,000	11,000	10,000	10,000
34410-1027	Coed softball	15,208	12,500	12,500	15,000	15,000
34410-1028	Men's basketball	8,905	11,000	11,000	12,000	12,000
34410-1030	Women's volleyball	10,332	10,000	10,000	12,000	12,000
34410-1033	Hoopsters basketball	41,693	42,000	42,000	40,000	40,000
34410-1034	Roller skating	8,761	17,000	17,000	10,000	10,000
34410-1041	Special events	2,130	3,500	3,500	3,000	3,000
34410-1147	Recreation - Play Center	10,341	10,000	10,000	10,000	10,000
34410-1164	Non Res adlt sports	2,060	2,500	2,500	2,500	2,500
34410-1165	Non Res adlt spec cl	76	0	0	50	50
34410-1166	Non Res yth spec cl	229	0	0	75	75
34410-1168	Ryan Center	106,825	75,000	75,000	90,000	90,000
34410-1194	Youth-Eur City Schls	226,936	220,000	220,000	220,000	220,000
34410-1197	Youth-After School Program	0	0	0	63,000	0
34410-1199	Youth- Pre-K Preschool	0	0	0	134,000	0
34410-1325	G.U.L.C.H. Recreation Progra	140	1,000	1,000	0	0
34411-1042	Membership-resident	59,503	60,000	60,000	60,000	60,000
34411-1043	Membrship-non-resident	3,257	1,500	1,500	2,000	2,000
34411-1044	Drop-in - resident	5,115	6,000	6,000	6,000	6,000
34411-1046	Open gym - resident	22,322	15,000	15,000	15,000	15,000
34412-0000	Zoo admission	248,806	375,000	375,000	300,000	300,000
34413-0000	Zoo school visits	3,964	4,400	4,400	4,000	4,000
34415-0000	Zoo tour revenue	1,050	1,500	1,500	1,500	1,500
34419-0000	Staff-bldg. superv.	395	0	0	0	0
34419-1100	Sequoia Park	5,845	750	750	750	750
34515-0000	Planning-sp svcs fees	12,791	3,000	3,000	3,000	3,000
34523-0000	C.D. Administrative	1,209	1,750	1,750	1,000	1,000
34524-0000	C.D. Ministerial	9,730	12,500	12,500	8,000	8,000
34525-0000	C.D. Discretionary	16,853	15,000	15,000	7,500	7,500
34527-0000	C.D. Enforcement	7,200	55,000	55,000	0	0
34528-0000	Work w/o Project Approval	3	0	0	0	0
34612-0000	Grant administration	103,210	0	0	0	0
34620-0000	CCL Application Fee	12,000	0	0	24,000	24,000
34620-1000	CCL License Fee	500	0	0	34,750	34,750
34620-2000	CCL Track & Trace Fee	2,000	0	0	100,250	100,250
34620-3000	CCL Inspection Fee	1,000	0	0	61,000	61,000
34901-0000	Return check chgs	120	0	0	0	0
34910-0000	Printing chgs	540	0	0	0	0
34911-0000	Postage chgs	85	0	0	0	0
34913-0000	Subpoenaed Employee chgs	4,211	2,000	2,000	2,000	2,000
34915-0000	Misc. copy charges	80	0	0	0	0
	Subtotal	1,147,145	1,128,350	1,128,350	1,451,825	1,254,825
	FINES & FORFEITS:					
35220-0000	Criminal fines	7,417	7,500	7,500	7,500	7,500
35230-0000	Court fines	123,754	180,000	180,000	180,000	180,000
35261-0000	Code violation restitution	6,685	20,000	20,000	20,000	20,000
35263-0000	DUI Code Violations	855	3,000	3,000	3,000	3,000
35264-0000	Animal Control - Impounding	775	0	0	0	0
	Subtotal	139,486	210,500	210,500	210,500	210,500
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	(10,001)	10,000	10,000	10,000	10,000
36112-0000	Other interest	10,518	5,000	5,000	5,000	5,000
36112-2000	Code Violation Interest Char	12,033	20,000	20,000	20,000	20,000

Revenues By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
36310-0000	Building rent	16,871	20,000	20,000	20,000	20,000
36310-1185	American Red Cross	1,160	1,500	1,500	1,500	1,500
36310-1190	Wininger Farms - Parcel M	7,500	0	0	0	0
36311-1094	Muni Auditorium	7,166	2,500	2,500	2,500	2,500
36311-1100	Zoo Class Registration	24,181	30,000	30,000	60,000	60,000
36311-1102	Zoo Events/Rentals	6,140	3,000	3,000	3,000	3,000
36312-1098	Gymnasium	14,549	15,000	15,000	15,000	15,000
36312-1099	Meeting room	5,947	5,000	5,000	5,000	5,000
36314-1101	Kennedy-Hartman	0	0	0	200	200
36314-1102	Lights	0	200	200	0	0
36314-1195	Seq Park picnic area	4,773	2,000	2,000	2,000	2,000
36390-0000	Other Rents & Leases	3,145	2,000	2,000	2,000	2,000
36390-1001	Northcoast Children's Servic	9,600	9,600	9,600	9,600	9,600
36504-0000	Myrtle Grove Cemetery	7,700	2,000	2,000	2,000	2,000
36506-0000	Donations - Parks & Rec	250	0	0	0	0
36810-0000	Cash over or short	(139)	0	0	0	0
36815-0000	Compensation - property dama	14,899	0	0	0	0
36819-0000	Sale of equipment	10,625	0	0	0	0
36821-0000	Sale - unclaimed prop	3,356	4,000	4,000	4,000	4,000
36822-0000	Rebates	2,258	2,500	2,500	2,500	2,500
36890-0000	Miscellaneous	394,223	10,000	10,000	10,000	10,000
36890-2100	Police-Miscellaneous	250,026	0	0	0	0
	Subtotal	796,780	144,300	144,300	174,300	174,300
TOTAL FUND 110		28,671,874	27,992,779	27,977,179	28,964,925	29,204,925
112	**GENERAL FUND**					
	MISCELLANEOUS:					
36504-0000	Myrtle Grove Cemetery	5,250	0	2,380	0	0
36506-0000	Donations - Parks & Rec	11,333	0	3,720	0	0
36506-1200	Donations - P&R BallField Im	376	0	0	0	0
36506-1322	Donations - Parks & Rec Seq	0	0	200	0	0
36506-1401	Donations - CAPE	16,154	0	22,336	0	0
36509-1236	Donations - Public Safety	9,516	0	849	0	0
36509-1238	Donations - Volunteer Patrol	125	0	50	0	0
36509-1239	Davenport Reward	0	0	5,000	0	0
36510-0000	Donations - Art & Culture	0	0	438	0	0
36510-1100	Donations - Fireworks	25,100	0	11,401	0	0
36590-0000	Donations - Misc.	0	0	6	0	0
	Subtotal	67,854	0	46,380	0	0
TOTAL FUND 112		67,854	0	46,380	0	0
205	**HUD/CDBG PRIOR**					
	INTERGOVERNMENTAL:					
33133-1211	OHP Grant	25,000	0	0	0	0
TOTAL FUND 205		25,000	0	0	0	0
224	**SB 1435 STATE HIGHWAY ACCOUNT FUND**					
	INTERGOVERNMENTAL:					
33331-1000	MAP 21	594,380	200,000	200,000	200,000	200,000
TOTAL FUND 224		594,380	200,000	200,000	200,000	200,000
225	**SB 45 St Hghwy Funds**					
	INTERGOVERNMENTAL:					
33332-0000	SB 45-St Hghwy Funds	360,736	0	0	0	0
TOTAL FUND 225		360,736	0	0	0	0

Revenues By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
226	**CALTRANS NON-FREEWAY FUND**					
	INTERGOVERNMENTAL:					
33333-0000	Caltrans - Non-Freeway	1,965,975	3,881,733	1,500,000	0	0
TOTAL FUND 226		1,965,975	3,881,733	1,500,000	0	0
229	**GAS TAX FUND**					
	INTERGOVERNMENTAL:					
33324-0000	HUTA 2103 Gas Tax	72,574	108,867	108,867	208,463	208,463
33325-0000	HUTA 2105 Gas Tax	152,784	158,041	158,041	156,546	156,546
33326-0000	HUTA 2106 Gas Tax	115,333	100,252	100,252	111,724	111,724
33327-0000	HUTA 2107 Gas Tax	193,705	204,166	204,166	194,227	194,227
33327-1000	HUTA 2107.5 Gas Tax	6,000	6,000	6,000	6,000	6,000
33327-2000	RMRA Sec. 2030	0	156,803	156,803	451,535	451,535
33327-3000	Loan Repay. Sec. 16321	0	31,112	31,112	30,911	30,911
	Subtotal	540,396	765,241	765,241	1,159,406	1,159,406
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	592	0	0	0	0
36812-0000	Reimbursement	0	0	169,888	0	0
	Subtotal	592	0	169,888	0	0
TOTAL FUND 229		540,988	765,241	935,129	1,159,406	1,159,406
230	**HABITAT ACQUISITION AND RESTORATION FUND**					
	INTERGOVERNMENTAL:					
33351-0000	EEMP Program CA Dept Transp	0	203,835	203,835	0	0
TOTAL FUND 230		0	203,835	203,835	0	0
232	**ENVIRONMENTAL PROGRAMS FUND**					
	INTERGOVERNMENTAL:					
33370-1250	Processing Payment - Recycli	0	6,000	6,000	6,000	6,000
33376-1281	CalRecycle - Recycling	7,138	35,000	35,000	35,000	35,000
33403-0000	Tipping fees (AB939)	20,911	25,000	25,000	25,000	25,000
	Subtotal	28,049	66,000	66,000	66,000	66,000
	MISCELLANEOUS:					
36890-0000	Miscellaneous	342	0	0	0	0
TOTAL FUND 232		28,391	66,000	66,000	66,000	66,000
233	**SPECIAL POLICE REVENUE FUND - DRUG ASSET FORFEITURES**					
	FINES & FORFEITS:					
35311-0000	State - Drug Asset Forfeits	50,000	50,000	50,000	50,000	50,000
35313-0000	Drug Asset Forf-Local Seizur	124,248	0	0	0	0
	Subtotal	174,248	50,000	50,000	50,000	50,000
TOTAL FUND 233		174,248	50,000	50,000	50,000	50,000
234	**SPECIAL POLICE REVENUE FUND - VEHICLE THEFT**					
	INTERGOVERNMENTAL					
33135-0154	OJP Grant - 2015-DJ-BX-0154	0	0	13,232	0	0

Revenues By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
33135-1056	Alcoholic Beverage Control	0	0	2,729	0	0
33336-2000	Humb Co-Remote Access Networ	26,257	0	0	0	0
	Subtotal	26,257	0	15,961	0	0
	MISCELLANEOUS:					
36825-0000	Recovered Revenue	370,184	0	0	0	0
36890-0000	Miscellaneous	100,000	0	0	0	0
	Subtotal	470,184	0	0	0	0
TOTAL FUND 234		496,441	0	15,961	0	0
235	**SPECIAL POLICE REVENUE FUND - VEHICLE THEFT**					
	INTERGOVERNMENTAL					
33135-1056	Alcoholic Beverage Control	5,659	0	199	0	0
33336-0000	State Reimbursement	0	0	14,989	0	0
	Subtotal	5,659	0	15,188	0	0
TOTAL FUND 235		5,659	0	15,188	0	0
236	**SPECIAL POLICE REVENUE FUND - SUPPLEMENTAL LAW ENFORCEMENT SERVICES**					
	INTERGOVERNMENTAL:					
33352-1211	COPS - State	103,005	100,000	130,041	100,000	100,000
TOTAL FUND 236		103,005	100,000	130,041	100,000	100,000
237	**SPECIAL POLICE REVENUE FUND - TRAFFIC OFFENDER FUND**					
	INTERGOVERNMENTAL:					
33354-1666	OTS STEP PT1666	17,215	0	0	0	0
33354-1737	OTS STEP PT1737	4,017	0	0	0	0
	Subtotal	21,232	0	0	0	0
	CHARGES FOR SERVICES:					
34215-0000	Vehicle release chgs	18,650	30,000	30,000	30,000	30,000
TOTAL FUND 237		39,882	30,000	30,000	30,000	30,000
238	**SPECIAL POLICE REVENUE FUND - ABANDONED VEHICLE ABATEMENT FUND**					
	INTERGOVERNMENTAL:					
33404-0000	AVA fees	24,985	50,000	50,000	50,000	50,000
	OTHER FINANCING SOURCES:					
39101-0000	General Fund	0	26,000	26,000	26,000	26,000
TOTAL FUND 238		24,985	76,000	76,000	76,000	76,000
239	**PARKING**					
	LICENSES, PERMITS					
32230-0000	On-street parking	64	0	0	0	0
32231-0000	Off-street parking	34,689	50,000	50,000	50,000	50,000
32233-0000	Parking Meter Pre-paid Cards	6,647	7,000	7,000	7,000	7,000
	Subtotal	41,400	57,000	57,000	57,000	57,000
	FINES & FORFEITS:					
35210-0000	Parking fines	(23,092)	85,000	85,000	85,000	85,000
35211-0000	Del. Parking fines	9,110	7,000	7,000	7,000	7,000
	Subtotal	(13,982)	92,000	92,000	92,000	92,000
TOTAL FUND 239		27,418	149,000	149,000	149,000	149,000

Revenues By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
242	**DEMOLITION PROJECTS FUND**					
	FINES & FORFEITS:					
35261-0000	Code violation restitution	45	0	0	0	0
	MISCELLANEOUS:					
36812-0000	Reimbursement	66,914	0	0	0	0
	Subtotal	66,914	0	0	0	0
	OTHER FINANCING SOURCES:					
39101-0000	General Fund	0	146,000	146,000	146,000	146,000
TOTAL FUND 242		66,959	146,000	146,000	146,000	146,000
260	**AIRPORT FUND**					
	INTERGOVERNMENTAL:					
33361-1020	Aviation grant	10,000	10,000	10,000	10,000	10,000
	MISCELLANEOUS:					
36314-1196	Samoa Drag Strip	300	0	0	0	0
36320-0000	Hangar rental	10,125	11,000	11,000	11,000	11,000
36321-0000	Bed & Breakfast Rent	3,287	0	0	0	0
36890-0000	Miscellaneous	150	0	0	0	0
	Subtotal	13,862	11,000	11,000	11,000	11,000
	OTHER FINANCING SOURCES:					
39100-0000	Transfers In	0	0	89,343	0	0
TOTAL FUND 260		23,862	21,000	110,343	21,000	21,000
273	**CDBG TPA Housing**					
	INTERGOVERNMENTAL:					
33131-1009	CDBG - Super NOFA	0	1,100,000	227	1,100,000	0
TOTAL FUND 273		0	1,100,000	227	1,100,000	0
275	**CDBG GENERAL ALLOCATION**					
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	173	0	0	0	0
	Subtotal	173	0	0	0	0
TOTAL FUND 275		173	0	0	0	0
276	**HOME PROGRAM FUND**					
	TAXES:					
31110-1000	SA ROPS Revenue	50,000	50,000	50,000	50,000	50,000
	INTERGOVERNMENTAL:					
33131-1245	HOME Program	3,387,338	0	0	0	0
	CHARGES FOR SERVICES:					
34918-0000	Administrative Fees	25	0	0	0	0
TOTAL FUND 276		3,437,363	50,000	50,000	50,000	50,000
277	**HOUSING REVOLVING LOAN FUND**					
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	23	0	0	0	0

Revenues By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
36122-1311	CDBG 1994	3,073	0	0	0	0
36612-1311	CDBG 1994	11,853	0	0	0	0
	Subtotal	14,949	0	0	0	0
TOTAL FUND 277		14,949	0	0	0	0
278	**CALHOME OOR GRANT**					
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	248	0	0	0	0
36123-0000	Loan interest payment	125	0	0	0	0
	Subtotal	248	0	0	0	0
TOTAL FUND 278		373	0	0	0	0
283	**ECONOMIC DEVELOPMENT FUND**					
	INTERGOVERNMENTAL:					
33131-1008	Economic Enterprise Fund	579,557	0	0	0	0
TOTAL FUND 283		579,557	0	0	0	0
285	**RENTAL REHABILITATION**					
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	347	0	0	0	0
	Subtotal	347	0	0	0	0
TOTAL FUND 285		347	0	0	0	0
291	**HOUSING FUND**					
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	438	0	0	0	0
36121-0000	HAB loan interest	259	0	0	0	0
36611-0000	HAB loan principal	0	0	0	0	0
	Subtotal	259	0	0	0	0
TOTAL FUND 291		697	0	0	0	0
296	**CITY HOUSING - LOW/MOD**					
	CHARGES FOR SERVICES:					
34612-0000	Grant Administration	13,451	0	0	0	0
34613-0000	Subordination Fee	100	0	0	0	0
	Subtotal	13,551	0	0	0	0
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	3,374	0	0	0	0
36122-0000	Other hous loan interest	17,605	0	0	0	0
36612-0000	Other hous loan prin	674,178	0	0	0	0
	Subtotal	695,157	0	0	0	0
	OTHER FINANCING SOURCES:					
39200-0000	Capital Contributions	334,171	0	0	0	0
TOTAL FUND 296		1,042,879	0	0	0	0
500	**WATER FUND**					
	CHARGES FOR SERVICES					
34101-0000	Regular charges	7,261,537	7,150,000	7,596,000	7,845,000	8,222,873
34101-1257	Hidden Valley	13,929	14,000	14,000	14,000	14,000
34102-0000	Sales to H.C.S.D.	348,302	340,000	340,000	452,102	452,102
34104-0000	Late penalties	29,564	30,000	30,000	30,000	30,000

Revenues By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
34105-0000	Hydrant fees	979	1,000	1,000	1,000	1,000
34106-0000	Meter test fees	0	500	500	500	500
34107-0000	Water turn-on fees	72,114	50,000	50,000	50,000	50,000
34108-0000	Re-connect fees	45,213	50,000	50,000	50,000	50,000
34109-0000	Lab test fees	5,287	4,750	4,750	4,750	4,750
34110-0000	Permit reviews	16,185	500	500	500	500
34111-0000	Convenience Fee	3,449	2,000	2,000	2,000	2,000
34115-0000	Bulk Water Sales	4,794	3,500	3,500	3,500	3,500
34171-0000	Residential service	34,113	15,000	15,000	15,000	15,000
34172-0000	Commercial service	11,612	15,000	15,000	15,000	15,000
34173-0000	Fire service	24,200	22,500	22,500	22,500	22,500
34190-0000	Misc enterprise chgs	4,000	1,500	1,500	1,500	1,500
34318-0000	Project Salaries	105	0	0	0	0
34901-0000	Return check chgs	840	1,000	1,000	1,000	1,000
	Subtotal	7,876,223	7,701,250	8,147,250	8,508,352	8,886,225
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	24,325	0	0	0	0
36166-1270	2012 Water Bond Interest	6,494	0	0	0	0
36815-0000	Compensation - property dama	23,769	0	0	0	0
36890-0000	Miscellaneous	2,379	0	0	0	0
	Subtotal	56,967	0	0	0	0
	OTHER FINANCING SOURCES:					
39100-0000	Transfers In	352,969	0	0	0	0
TOTAL FUND 500		8,286,159	7,701,250	8,147,250	8,508,352	8,886,225
501	**WATER CAPITAL FUND**					
	OTHER FINANCING SOURCES:					
39110-0000	Water Fund	0	0	0	1,900,000	1,605,000
TOTAL FUND 501		0	0	0	1,900,000	1,605,000
510	**WASTEWATER OPERATING FUND**					
	CHARGES FOR SERVICES:					
34101-0000	Regular charges	5,420,927	5,500,000	7,288,500	9,053,840	11,453,000
34110-0000	Permit reviews	100	0	0	0	0
34111-0000	Convenience Fee	3,449	2,000	2,000	2,000	2,000
34121-0000	WW service to HCSD	1,084,464	1,100,000	1,100,000	1,489,025	1,489,025
34123-0000	Holding tank dumping	155,932	150,000	150,000	150,000	150,000
34124-0000	Pre-treatment analysis	5,790	5,000	5,000	5,000	5,000
34174-0000	Sewer connection	49,500	15,000	15,000	15,000	15,000
34318-0000	Project Salaries	105	0	0	0	0
	Subtotal	6,720,267	6,772,000	8,560,500	10,714,865	13,114,025
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	24,038	0	0	0	0
36168-0000	2011 Wastewater Bond Interes	7,714	0	0	0	0
36890-0000	Miscellaneous	19,856	0	0	0	0
	Subtotal	51,608	0	0	0	0
	OTHER FINANCING SOURCES:					
39100-0000	Transfers In	31,572,134	0	0	0	0
TOTAL FUND 510		38,344,009	6,772,000	8,560,500	10,714,865	13,114,025
512	**WASTEWATER CAPITAL FUND**					
	MISCELLANEOUS:					
36165-0000	HCSD Project Contribution	1,966,422	524,523	424,000	1,155,454	0
36165-1200	HCSD Martin Slough	235,000	0	0	0	0
	Subtotal	2,201,422	524,523	424,000	1,155,454	0

Revenues By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
	OTHER FINANCING SOURCES:					
39140-0000	Txfr from WW Operating	0	0	591,995	4,466,546	2,234,000
TOTAL FUND 512		2,201,422	524,523	1,015,995	5,622,000	2,234,000
520	**TRANSIT FUND**					
	INTERGOVERNMENTAL:					
33130-1228	FTA Section 5311	125,000	62,478	187,478	0	0
33361-1133	STAF-ETS-314	36,031	20,872	20,872	0	0
33361-1134	STAF-ETS-313	146,037	37,000	37,000	0	0
33362-1128	TDA City-Operating Subsidy	145,219	279,471	279,471	0	0
33362-1130	TDA City-DAR/DAL	384,541	380,935	380,935	0	0
33362-1131	TDA City-RTS Assessment	337,824	344,580	344,580	0	0
33401-0000	TDA from County-Op Subsidy	321,026	336,825	336,825	0	0
	Subtotal	1,495,678	1,462,161	1,587,161	0	0
	CHARGES FOR SERVICES:					
34131-0000	ETS Fares	266,229	290,000	290,000	0	0
34133-0000	HSU Jack Pass	9,736	10,000	10,000	0	0
34136-0000	DAR/DAL tickets counter	4,488	2,000	2,000	0	0
34137-0000	DAR/DAL tickets thru HTA	50,976	60,000	60,000	0	0
34142-0000	Bus advertising	8,400	10,500	10,500	0	0
34143-0000	Dial-a-Ride Advertising	3,600	4,500	4,500	0	0
	Subtotal	343,429	377,000	377,000	0	0
	MISCELLANEOUS:					
36890-0000	Miscellaneous	3,700	0	0	0	0
	OTHER FINANCING SOURCES:					
39101-0000	General Fund	0	0	390,289	0	0
TOTAL FUND 520		1,842,807	1,839,161	2,354,450	0	0
530	**HUMBOLDT BAY OPERATING FUND**					
	TAXES:					
31110-1000	SA ROPS Revenue	224,282	224,282	224,282	224,282	224,282
	MISCELLANEOUS:					
36310-1141	Pacific Choice	96,000	96,000	96,000	96,000	96,000
36310-1149	Humboldt Archers	3,169	3,169	3,169	3,169	3,169
36310-1178	Humb Bay Rowing	3,840	3,600	3,600	3,600	3,600
36310-1199	Englund Marine	57,660	65,000	65,000	65,000	65,000
36310-1200	Englund M. utilities	4,998	4,500	4,500	4,500	4,500
36310-1201	Englund M. UST maint fee	1,241	5,000	5,000	5,000	5,000
36310-1251	Public Marina-Misc.	59,951	65,000	65,000	74,000	74,000
36310-1253	Yacht Club	6,853	7,404	7,404	7,404	7,404
36315-0000	Land rent	10,767	0	0	0	0
36331-1107	Chevron	100,905	34,117	34,117	34,117	34,117
36331-1109	Eureka Forest Prod.	1,000	23,400	23,400	23,400	23,400
36331-1179	Pacific Affiliates	9,115	8,877	8,877	8,877	8,877
36333-0000	Oyster beds lease-Coast	30,885	35,000	35,000	35,000	35,000
36334-0000	Marina rnt-local	137,700	150,000	150,000	159,000	159,000
36335-0000	Marina rnt-transient	74,223	75,000	75,000	79,500	79,500
36336-1150	FTB - Wild Planet	44,196	35,511	35,511	35,511	35,511
36336-1151	Caito	0	3,766	3,766	3,766	3,766
36336-1152	FTB - Coast Seafood	24,564	25,000	25,000	25,000	25,000
36336-1153	FTB - Restaurant	37,200	37,200	37,200	37,200	37,200
36336-1156	FTB - Coast Seafood Hoist Us	6,188	6,000	6,000	6,000	6,000
36336-1160	FTB - Ticket Booth	1,200	1,200	1,200	1,200	1,200

Revenues By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
36336-1184	Wild Planet Hoist Usage	4,458	0	0	0	0
36336-1185	Wild Planet	11,590	11,400	11,400	11,400	11,400
36336-1186	Humb Seafood Unload.	3,437	4,200	4,200	4,200	4,200
36336-1187	Ralph Davis -1091 Boat moora	16,365	0	0	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	1,000	6,000	6,000	6,000	6,000
36336-1190	Pacific Outfitters	3,000	0	0	0	0
36337-0000	Seafood unloading	3,280	0	0	0	0
36890-0000	Miscellaneous	430	0	0	0	0
36890-1251	Public Marina-Miscellaneous	12,439	5,000	5,000	5,000	5,000
39200-0000	Capital Contributions	8,377,004	0	0	0	0
	Subtotal	9,149,758	716,444	716,444	738,944	738,944
TOTAL FUND 530		9,374,040	940,726	940,726	963,226	963,226
540	**BUILDING FUND**					
	LICENSES, PERMITS					
32211-0000	Building permits	253,346	345,000	345,000	345,000	345,000
32212-0000	Electrical permits	41,717	45,000	45,000	45,000	45,000
32213-0000	Plumbing permits	24,224	36,000	36,000	36,000	36,000
32214-0000	Mechanical permits	13,888	25,000	25,000	25,000	25,000
	Subtotal	333,175	451,000	451,000	451,000	451,000
	CHARGES FOR SERVICES:					
34231-0000	Plan check fees	84,188	100,000	100,000	100,000	100,000
34232-0000	Sp. inspections fees	4,738	10,000	10,000	10,000	10,000
34233-0000	Archive search fees	35	0	0	0	0
34517-0000	CASp Recovered Revenue	4,971	12,000	12,000	10,000	10,000
34518-0000	Code Enforcement Cost Recove	0	25,000	25,000	25,000	25,000
34519-0000	Record Notice of Non-complia	47	0	0	0	0
34520-0000	Notice of Compliance	94	0	0	0	0
34811-0000	Housing Inspect	0	2,000	2,000	0	0
34910-0000	Printing chgs	349	0	0	0	0
	Subtotal	94,422	149,000	149,000	145,000	145,000
	FINES & FORFEITS:					
35261-0000	Code Violation Restitution	833,127	300,000	300,000	300,000	300,000
	MISCELLANEOUS:					
36112-2000	Code Violation Finance Charg	11,470	10,000	10,000	10,000	10,000
36810-0000	Cash over or short	4	0	0	0	0
36812-0000	Reimbursement	222	0	0	0	0
36890-0000	Miscellaneous	15	0	0	0	0
	Subtotal	11,711	10,000	10,000	10,000	10,000
	OTHER FINANCING SOURCES:					
39101-0000	General Fund	0	196,000	196,000	196,000	196,000
TOTAL FUND 540		1,272,435	1,106,000	1,106,000	1,102,000	1,102,000
550	**MUNICIPAL GOLF COURSE FUND**					
	MISCELLANEOUS:					
36345-1117	Golf course	33,476	39,000	39,000	39,000	39,000
36825-0000	Recovered Revenue	47,406	0	0	0	0
36890-0000	Miscellaneous	7,500	0	0	0	0
	Subtotal	88,382	39,000	39,000	39,000	39,000
TOTAL FUND 550		88,382	39,000	39,000	39,000	39,000
610	**EQUIPMENT OPERATIONS FUND**					

Revenues By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
	CHARGES FOR SERVICES:					
34620-0000	Humboldt Bay Fire JPA	51,773	0	0	0	0
34820-0000	Equipment lease	2,000,488	1,777,309	1,777,309	1,901,495	1,901,495
	Subtotal	2,052,261	1,777,309	1,777,309	1,901,495	1,901,495
	MISCELLANEOUS:					
36815-0000	Compensation - property dama	66,175	0	0	0	0
36822-0000	Rebates	205	0	0	0	0
36890-0000	Miscellaneous	793	0	0	0	0
	Subtotal	67,173	0	0	0	0
	OTHER FINANCING SOURCES:					
39251-0000	Sale-City pers prop	7,501	0	0	0	0
TOTAL FUND 610		2,126,935	1,777,309	1,777,309	1,901,495	1,901,495
625	**RISK MANAGEMENT**					
	CHARGES FOR SERVICES:					
34840-0000	Liability ins chgs	847,070	984,286	984,286	774,209	774,209
34841-0000	Wrkr's comp. chgs	945,672	937,603	937,603	968,291	968,291
34842-0000	Property Insurance chgs	110,000	80,000	80,000	80,000	80,000
34853-0000	Retiree Grp Hlth/Life	91,338	145,000	145,000	145,000	145,000
	Subtotal	1,994,080	2,146,889	2,146,889	1,967,500	1,967,500
TOTAL FUND 625		1,994,080	2,146,889	2,146,889	1,967,500	1,967,500
630	**INFORMATION TECHNOLOGY OPERATIONS**					
	INTERGOVERNMENTAL:					
33303-2000	Humboldt Bay Fire JPA	184,937	163,619	163,619	169,678	169,678
	CHARGES FOR SERVICES:					
34820-0000	Equipment lease	916,443	808,411	808,411	920,705	920,705
34820-0010	Communications	138,398	137,983	137,983	151,363	151,363
	Subtotal	1,054,841	946,394	946,394	1,072,068	1,072,068
	MISCELLANEOUS:					
36890-0000	Miscellaneous	359	0	0	0	0
TOTAL FUND 630		1,240,137	1,110,013	1,110,013	1,241,746	1,241,746
650	**INTERNAL OPERATIONS**					
	CHARGES FOR SERVICES:					
34140-0002	General Admin.	1,615,816	1,744,967	1,744,967	1,676,786	1,676,786
34140-0003	General Government	1,285,949	1,466,919	1,466,919	1,412,276	1,412,276
34140-0004	Personnel reimbursement	316	0	0	0	0
34205-0000	City Attorney Fees	4,117	0	0	0	0
	Subtotal	2,906,198	3,211,886	3,211,886	3,089,062	3,089,062
	MISCELLANEOUS:					
36812-0000	Reimbursement	6,436	0	0	0	0
36890-0000	Miscellaneous	4,465	0	0	0	0
	Subtotal	10,901	0	0	0	0
TOTAL FUND 650		2,917,099	3,211,886	3,211,886	3,089,062	3,089,062
660	**INTERNAL OPERATIONS**					
	CHARGES FOR SERVICES:					
34140-0001	Facilities Maintenance	715,384	903,391	903,391	973,263	973,263
	OTHER FINANCING SOURCES:					
39101-0000	General Fund	250,000	0	0	0	0

Revenues By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
TOTAL FUND 660		965,384	903,391	903,391	973,263	973,263
700	**FIRE AND POLICE RETIREMENT FUND**					
	CHARGES FOR SERVICES:					
34830-1069	Fire	322,895	322,895	322,895	123,512	210,714
34830-1070	Police	77,214	77,214	77,214	18,126	30,924
	Subtotal	400,109	400,109	400,109	141,638	241,638
TOTAL FUND 700		400,109	400,109	400,109	141,638	241,638
TOTAL ALL CITY FUNDS		109,346,993	63,303,845	63,414,801	70,276,478	68,610,511

Revenues By Fund - Successor Agency Funds

Acct. No.	Description	2015-16 Actual	2016-17 Amended Budget	2016-17 Estimated Actual	2017-18 Budget	2018-19 Budget
350	**SUCCESSOR AGENCY - DEBT SERVICE**					
	TAXES:					
31110-1000	SA ROPS Revenue	3,538,027	3,535,709	3,535,709	3,535,709	3,535,709
	MISCELLANEOUS:					
36166-0000	Series A 2010 bond interest	1,855	0	0	0	0
36167-0000	Series B 2010 bond interest	2,245	0	0	0	0
	Subtotal	4,100	0	0	0	0
TOTAL FUND 350		3,542,127	3,535,709	3,535,709	3,535,709	3,535,709
450	**SUCCESSOR AGENCY - CAPITAL PROJECTS**					
	MISCELLANEOUS:					
36167-0000	Series B 2010 bond interest	1,485	0	0	0	0
	Subtotal	1,485	0	0	0	0
TOTAL FUND 450		1,485	0	0	0	0
TOTAL ALL ERA FUNDS		3,543,612	3,535,709	3,535,709	3,535,709	3,535,709
GRAND TOTAL ALL FUNDS		112,890,605	66,839,554	66,950,510	73,812,187	72,146,220

CITY of EUREKA

CITY of EUREKA

Section G:

Expenditures by Fund

CITY of EUREKA

Expenditures By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
110	**GENERAL FUND**					
	GENERAL GOVERNMENT:					
41500	Non-departmental	1,989,317	1,268,228	1,268,228	1,268,708	1,268,708
	PUBLIC SAFETY:					
42100	Police	10,703,706	11,502,060	11,127,870	12,098,731	12,571,682
42125	Police - Communication	1,312,070	1,595,706	1,492,859	1,553,842	1,597,886
42127	Police - POP	33,266	0	3,940	0	0
42201	Fire-Administration	6,379,603	6,580,629	6,640,629	6,627,589	6,627,589
42202	Fire-Prevention	652	0	0	0	0
42203	Fire-Suppression	6,822	0	0	0	0
42204	Marine 1	0	0	0	0	0
42205	Fire - Volunteer	0	0	0	0	0
42230	Emergency Oper Cnt	(4,035)	14,000	14,000	14,000	14,000
	Subtotal	18,432,084	19,692,395	19,279,298	20,294,162	20,811,157
	COMMUNITY SERVICES:					
44500	Facilities Operations	0	0	0	0	0
45110	Parks & Rec-Administration	467,420	601,799	546,525	825,400	848,609
45131	Rec-Administration	4,253	0	0	0	0
45132	Rec-Youth Programs	717,830	635,266	709,811	836,676	850,308
45133	Rec-Adult Programs	153,372	162,299	163,798	159,298	162,495
45135	Rec-Adorni Center	389,381	452,834	455,349	351,688	355,341
45140	Sequoia Park Zoo	1,070,049	1,199,012	1,190,811	1,216,392	1,242,961
45150	Parks	799,784	853,007	850,356	871,595	890,211
	Subtotal	3,602,089	3,904,217	3,916,650	4,261,049	4,349,925
	PUBLIC WORKS:					
44128	Admin	22,232	24,147	23,364	24,781	24,967
44130	Stormwater	175,924	232,888	238,906	241,007	245,003
44200	Streets/Alley M	556,144	551,520	611,394	656,637	668,217
44120	Engineering-Administration	191,402	212,640	208,269	225,456	231,308
44122	Engineering-Construction	521	0	0	0	0
44124	Engineering-Development	0	0	0	0	0
44125	Traffic/Signals	117,892	124,257	123,898	128,205	133,388
	Subtotal	1,064,115	1,145,452	1,205,831	1,276,086	1,302,883
	DEVELOPMENT SERVICES:					
44126	GIS Program	0	0	0	0	0
44510	Property management	0	0	0	0	0
46101	CD-Administration	1,193,883	1,436,558	1,340,902	1,585,388	1,631,489
46102	CD-Curr Plan/Permit	0	0	0	0	0
46103	CD-Long Range Plan	0	0	0	0	0
46104	CD-Enforcement	0	0	0	0	0
46105	CD-Environmental	0	0	0	0	0
	Subtotal	1,193,883	1,436,558	1,340,902	1,585,388	1,631,489
46510	*ECONOMIC DEVELOPMENT*	0	0	0	0	0
	PROJECTS	630,475	996,623	475,000	475,000	25,000
	DEBT SERVICE	129,541	129,542	129,542	129,542	129,542
	OTHER FINANCING USES	250,000	368,000	758,289	368,000	368,000
	TOTAL FUND 110	27,291,504	28,941,015	28,373,740	29,657,935	29,886,704

Expenditures By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
112	**DONATIONS**					
	GENERAL GOVERNMENT:					
41500	Non-departmental	34,855	90,258	31,225	79,246	917
	PUBLIC SAFETY:					
42100	Police	10,206	71,836	15,950	55,499	55,499
	COMMUNITY SERVICES:					
45132	Rec-Youth Programs	2,265	19,289	11,646	0	0
45150	Parks	17,873	6,492	40,792	5,946	5,946
	PROJECTS	0	0	0	0	0
	TOTAL FUND 112	65,199	187,875	99,613	140,691	62,362
120	**MEASURE "O"**					
	PUBLIC SAFETY:					
42100	Police	0	0	0	0	0
42201	Fire-Administration	0	0	0	0	0
42203	Fire-Suppression	0	0	0	0	0
	Subtotal	0	0	0	0	0
	PUBLIC WORKS:					
44200	Streets/Alley M	0	0	0	0	0
	DEBT SERVICE	0	0	0	0	0
	OTHER FINANCING USES	0	0	0	0	0
	TOTAL FUND 120	0	0	0	0	0
205	**HUD/CDBG ADMINISTRATION-PRIOR YEARS**					
	ECONOMIC DEVELOPMENT:					
46510	Administration-E.D.	883	458,000	200,000	283,117	0
	OTHER FINANCING USES	0	0	0	0	0
	TOTAL FUND 205	883	458,000	200,000	283,117	0

Expenditures By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
224	**SB 1435 STATE HIGHWAY ACCOUNT FUND**					
	PUBLIC WORKS:					
44125	Traffic/Signals	0	0	0	0	0
44200	Streets/Alley M	0	0	0	0	0
	Subtotal	0	0	0	0	0
	PROJECTS	125,974	353,377	353,377	200,000	200,000
	TOTAL FUND 224	125,974	353,377	353,377	200,000	200,000
225	**SB 45 STATE HIGHWAY FUNDS**					
	PROJECTS	269,279	0	0	0	0
	TOTAL FUND 225	269,279	0	0	0	0
226	**CALTRANS NON-FREEWAY**					
	PROJECTS	1,705,951	3,881,733	1,500,000	0	0
	TOTAL FUND 226	1,705,951	3,881,733	1,500,000	0	0
227	**TRANSPORTATION CONGESTION IMPROVEMENT FUND**					
	PUBLIC WORKS					
44125	Traffic/Signals	0	0	0	0	0
	PROJECTS	0	0	0	0	0
	TOTAL FUND 227	0	0	0	0	0
229	**GAS TAX FUNDS - 2105, 2106 and 2107**					
	PUBLIC WORKS					
44125	Traffic/Signals	138,828	163,471	163,394	165,461	171,288
44130	Stormwater	6,526	0	0	0	0
44200	Streets/Alley M	445,113	417,686	420,622	448,228	456,180
	Subtotal	590,467	581,157	584,016	613,689	627,468
	PROJECTS	369,821	150,000	150,000	543,507	543,507
	OTHER FINANCING USES	0	0	0	0	0
	TOTAL FUND 229	960,288	731,157	734,016	1,157,196	1,170,975
230	**HABITAT ACQUISITION AND RESTORATION FUND**					
	PROJECTS	811,525	95,000	95,000	0	0
	TOTAL FUND 230	811,525	95,000	95,000	0	0

Expenditures By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
232	**ENVIRONMENTAL PROGRAMS FUND**					
	COMMUNITY SERVICES:					
44505	Environmental Programs	43,229	100,387	75,473	104,585	107,615
	TOTAL FUND 232	43,229	100,387	75,473	104,585	107,615
233	**SPECIAL POLICE REVENUE FUND - DRUG ASSET FORFEITURES**					
	PUBLIC SAFETY:					
42100	Police	54,754	745,417	745,417	0	0
	TOTAL FUND 233	54,754	745,417	745,417	0	0
234	**SPECIAL POLICE REVENUE FUND - GRANTS**					
	PUBLIC SAFETY:					
42100	Police	106,917	645,440	119,348	561,577	0
	PROJECTS	0	0	0	0	0
	TOTAL FUND 234	106,917	645,440	119,348	561,577	0
235	**SPECIAL POLICE REVENUE FUND - GRANTS**					
	PUBLIC SAFETY:					
42100	Police	14,989	0	0	0	0
	TOTAL FUND 235	14,989	0	0	0	0
236	**SPECIAL POLICE REVENUE FUND - SLES (COPS)**					
	PUBLIC SAFETY:					
42100	Police	8,866	131,339	131,343	192,933	100,000
	TOTAL FUND 236	8,866	131,339	131,343	192,933	100,000
237	**SPECIAL POLICE REVENUE FUND - TRAFFIC OFFENDER**					
	PUBLIC SAFETY:					
42100	Police	36,220	0	1,096	0	0
	TOTAL FUND 237	36,220	0	1,096	0	0
238	**ABANDONED VEHICLE ABATEMENT FUND**					
	PUBLIC SAFETY:					
42100	Police	47,990	49,000	49,000	49,000	49,000
	TOTAL FUND 238	47,990	49,000	49,000	49,000	49,000

Expenditures By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
239	**PARKING**					
	PUBLIC SAFETY:					
42126	Police	24,131	26,425	26,651	25,977	26,282
	PUBLIC WORKS:					
44125	Traffic/Signals	26,074	32,355	32,220	33,132	35,075
44200	Streets/Alley M	45,264	46,531	46,961	46,972	48,143
44122	Engineering - Construction	0	0	0	0	0
	PROJECTS	15,000	15,000	15,000	15,000	15,000
	DEBT SERVICE	0	0	0	0	0
	OTHER FINANCING USES	0	0	0	0	0
	TOTAL FUND 239	110,469	120,311	120,832	121,081	124,500
241	**STREETS IMPROVEMENTS**					
	PROJECTS	8,997	0	0	0	0
	TOTAL FUND 242	8,997	0	0	0	0
242	**DEMOLITION PROJECTS FUND**					
	PROJECTS	140,423	500,000	50,000	300,000	300,000
	TOTAL FUND 242	140,423	500,000	50,000	300,000	300,000
260	**AIRPORT FUND**					
	DEVELOPMENT SERVICES:					
44520	Airport	100,512	75,467	75,467	75,467	75,467
46101	CD-Administration	5,882	7,339	7,292	7,505	7,720
	TOTAL FUND 260	106,394	82,806	82,759	82,972	83,187
265	**HAZARDOUS MATERIALS RESPONSE FUND**					
	PUBLIC SAFETY:					
42225	Haz/Mat Resp. Team	289,729	0	0	0	0
	TOTAL FUND 265	289,729	0	0	0	0
266	**CPR TRAINING CENTER**					
	PUBLIC SAFETY:					
42200	CPR Training Center	0	0	0	0	0
	TOTAL FUND 266	0	0	0	0	0
273	**CDBG FUND**					
	DEVELOPMENT SERVICES:					
46310	Housing	0	1,100,000	0	1,100,000	0
	TOTAL FUND 273	0	1,100,000	0	1,100,000	0

Expenditures By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
275	**CDBG GENERAL ALLOCATION**					
	DEVELOPMENT SERVICES:					
46310	Housing	40,050	37,523	0	0	0
	TOTAL FUND 273	40,050	37,523	0	0	0
276	**HOME PROGRAM FUND**					
	DEVELOPMENT SERVICES:					
46310	Housing	4,527,951	50,000	38,107	50,000	50,000
	TOTAL FUND 276	4,527,951	50,000	38,107	50,000	50,000
277	**HOUSING RLF CDBG PROGRAM INCOME**					
	DEVELOPMENT SERVICES:					
46310	Housing	244	0	0	0	0
	OTHER FINANCING USES	0	0	0	0	0
	TOTAL FUND 277	244	0	0	0	0
278	**CALHOME OOR GRANT - HOUSING FUND**					
	DEVELOPMENT SERVICES:					
46310	Housing	53,932	42,850	0	42,850	6,681
	TOTAL FUND 278	53,932	42,850	0	42,850	6,681
283	**ECONOMIC DEVELOPMENT FUND**					
	ECONOMIC DEVELOPMENT:					
46510	Administration-E.D.	89,377	0	0	0	0
	TOTAL FUND 283	89,377	0	0	0	0
285	**RENTAL REHABILITATION FUND**					
	DEVELOPMENT SERVICES:					
46310	Housing	0	0	0	0	0
	TOTAL FUND 285	0	0	0	0	0
291	**HOUSING FUND**					
	DEVELOPMENT SERVICES:					
46310	Housing	4,428	105,000	105,000	27,918	0
	TOTAL FUND 291	4,428	105,000	105,000	27,918	0
296	**HOUSING FUND**					
	DEVELOPMENT SERVICES:					
46310	Housing	359,646	470,465	469,763	647,284	651,403
	OTHER FINANCING USES	0	0	0	0	0
	TOTAL FUND 296	359,646	470,465	469,763	647,284	651,403

Expenditures By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
500	**WATER FUND**					
	GENERAL GOVERNMENT:					
41430	Finance	307,797	312,593	303,050	292,587	303,083
	PUBLIC WORKS:					
44370	Water Distrib Maint	2,189,741	1,657,895	1,681,477	1,709,271	1,745,322
44420	Water Treatment	3,556,295	3,916,342	3,909,523	3,939,846	3,957,067
44120	Engineering - Administration	304,690	356,093	358,677	425,354	444,706
44122	Engineering - Construction	(379)	0	0	0	0
44124	Engineering - Development	0	0	0	0	0
44126	Engineering - Development	770	0	0	0	0
44128	Engineering - Administration	179,291	215,809	202,280	227,184	238,166
	Subtotal	6,230,408	6,146,139	6,151,957	6,301,655	6,385,261
	DEVELOPMENT SERVICES:					
46101	CD-Administration	39,611	38,921	42,075	43,053	44,169
	PROJECTS	6,583	30,000	30,000	30,000	0
	DEBT SERVICE	817,243	1,406,382	1,406,382	1,406,382	1,406,382
	OTHER FINANCING USES	0	0	0	1,900,000	1,605,000
	TOTAL FUND 500	7,401,642	7,934,035	7,933,464	9,973,677	9,743,895
501	**WATER CAPITAL PROJECTS FUND**					
	PROJECTS	950	1,853,256	1,143,000	2,600,000	1,605,000
	OTHER FINANCING USES	352,969	0	0	0	0
	TOTAL FUND 501	353,919	1,853,256	1,143,000	2,600,000	1,605,000

Expenditures By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
510	**WASTEWATER OPERATING FUND**					
	GENERAL GOVERNMENT:					
41430	Finance	290,378	314,590	298,357	287,842	298,338
	PUBLIC WORKS:					
44380	Sewer Collect Maint	2,173,284	1,736,123	1,695,659	1,683,294	1,722,679
44430	Wastewater Treatment	4,020,032	3,455,685	3,535,844	3,666,285	3,727,581
44120	Engineering-Administration	304,002	361,850	356,185	442,996	462,348
44122	Engineering-Construction	(389)	0	0	0	0
44124	Engineering-Development	0	0	3	0	0
44126	Engineering-Development	770	0	0	0	0
44128	GIS Program	152,749	222,049	202,277	227,284	238,266
	Subtotal	6,650,448	5,775,707	5,789,968	6,019,859	6,150,874
	DEVELOPMENT SERVICES:					
46101	GIS Program	39,135	40,153	42,076	43,073	44,189
	PROJECTS	214	68,400	61,400	48,400	48,400
	DEBT SERVICE	847,683	1,293,582	1,293,582	1,293,582	1,293,582
	OTHER FINANCING USES	0	0	591,995	4,466,546	2,234,000
	TOTAL FUND 510	7,827,858	7,492,432	8,077,378	12,159,302	10,069,383
512	**WASTEWATER CAPITAL PROJECT FUND**					
	PUBLIC WORKS:					
44430	Wastewater Treatment	0	0	0	0	0
	PROJECTS	204,816	8,593,527	5,448,293	5,622,000	2,234,000
	OTHER FINANCING USES	31,572,134	0	0	0	0
	TOTAL FUND 512	31,776,950	8,593,527	5,448,293	5,622,000	2,234,000
520	**TRANSIT FUND**					
	TRANSIT:					
41470	Transit-gen public	1,619,500	1,479,080	1,479,080	0	0
41471	Paratransit	545,125	585,000	585,000	0	0
	Subtotal	2,164,625	2,064,080	2,064,080	0	0
	PROJECTS	20,000	0	0	0	0
	TOTAL FUND 520	2,184,625	2,064,080	2,064,080	0	0

Expenditures By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
530	**HUMBOLDT BAY OPERATING FUND**					
	COMMUNITY SERVICES:					
44440	Harbor-Maintenance	1,006,375	678,008	679,347	695,235	705,406
44441	Harbor-Public Marina	190,813	234,878	232,779	240,985	243,006
	Subtotal	1,197,188	912,886	912,126	936,220	948,412
	PUBLIC WORKS					
44124	Engineering - Development	0	0	0	0	0
	Subtotal	0	0	0	0	0
	DEVELOPMENT SERVICES:					
44510	Property Management	0	0	0	0	0
46101	Property Management	1,708	0	0	0	0
	DEBT SERVICE	71,883	174,282	174,282	174,282	174,282
	PROJECTS	21,936	746,041	651,000	151,000	151,000
	OTHER FINANCING USES	0	0	0	0	0
	TOTAL FUND 530	1,292,715	1,833,209	1,737,408	1,261,502	1,273,694
540	**BUILDING FUND**					
	PUBLIC WORKS:					
46200	Building	538,444	608,031	588,686	608,329	632,023
46250	Code Enforcement	793,964	363,596	382,758	440,761	454,558
	Subtotal	1,332,408	971,627	971,444	1,049,090	1,086,581
	PROJECTS	0	0	0	0	0
	OTHER FINANCING USES	0	0	0	0	0
	TOTAL FUND 540	1,332,408	971,627	971,444	1,049,090	1,086,581
550	**MUNICIPAL GOLF COURSE FUND**					
	DEVELOPMENT SERVICES:					
44510	Property management	9,080	0	0	0	0
46101	Property management	1,709	0	0	0	0
	PROJECTS	0	34,747	0	0	0
	TOTAL FUND 550	10,789	34,747	0	0	0
610	**EQUIPMENT OPERATIONS FUND**					
	PUBLIC WORKS:					
44360	Equipment Operations	1,701,550	2,371,316	2,370,740	2,600,048	2,627,667
	PROJECTS	0	0	0	0	0

Expenditures By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
	OTHER FINANCING USES	0	0	0	0	0
	TOTAL FUND 610	1,701,550	2,371,316	2,370,740	2,600,048	2,627,667
625	**RISK MANAGEMENT FUND**					
	GENERAL GOVERNMENT:					
41412	Liability	897,387	814,427	814,427	854,209	854,209
41413	Workers' Comp	732,459	937,813	937,813	898,813	898,813
41415	Employee Benefits	98,078	145,000	145,000	145,000	145,000
	Subtotal	1,727,924	1,897,240	1,897,240	1,898,022	1,898,022
625	**TOTAL FUND 625**	1,727,924	1,897,240	1,897,240	1,898,022	1,898,022
630	**INFORMATION TECHNOLOGY OPERATIONS**					
	GENERAL GOVERNMENT:					
41435	City Clerk	1,295,721	1,105,389	1,093,971	1,251,075	1,273,815
	DEBT SERVICE	60,401	0	0	0	0
	OTHER FINANCING USES	0	0	0	0	0
	TOTAL FUND 630	1,356,122	1,105,389	1,093,971	1,251,075	1,273,815
650	**INTERNAL OPERATIONS**					
	GENERAL GOVERNMENT:					
41100	City Council	116,635	134,633	119,913	126,916	130,338
41300	Mayor	28,141	32,842	31,407	34,279	35,314
41400	City Manager	290,568	309,206	309,894	314,336	322,155
41410	Human Resources	497,295	565,985	505,205	515,713	532,689
41420	City Clerk	276,730	319,003	325,336	331,173	335,132
41430	Finance	654,144	716,680	716,931	792,813	823,600
41450	City Att-Legal Svcs	514,163	571,235	551,169	614,507	633,691
41500	Non-departmental	350,004	362,303	364,087	379,125	464,688
	Subtotal	2,727,680	3,011,887	2,923,942	3,108,862	3,277,607
	COMMUNITY SERVICES:					
44500	Facilities Operations	1,571	0	1,715	0	0
	PROJECTS	0	0	0	0	0
	TOTAL FUND 650	2,729,251	3,011,887	2,925,657	3,108,862	3,277,607
660	**INTERNAL OPERATIONS**					
	COMMUNITY SERVICES:					
44500	Facilities Operations	670,006	909,392	813,774	981,637	924,006
	PROJECTS	47,938	3,126	0	0	0
	OTHER FINANCING USES	0	0	89,343	0	0
	TOTAL FUND 650	717,944	912,518	903,117	981,637	924,006

Expenditures By Fund - City Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
700	**FIRE AND POLICE RETIREMENT FUND**					
	GENERAL GOVERNMENT:					
41415	Pension Trust	361,237	314,651	314,651	246,638	246,638
	TOTAL FUND 700	361,237	314,651	314,651	246,638	246,638
TOTAL ALL CITY FUNDS		98,050,142	79,218,609	70,224,327	77,470,992	69,052,735

Expenditures By Fund - Successor Agency Funds

Acct. No.	Description	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated Actual	2018-19 Budget	2019-20 Budget
350	**SUCCESSOR AGENCY - DEBT SERVICE**					
	SUCCESSOR AGENCY:					
46410	Redevel. Admin.	250,000	250,000	250,000	250,000	250,000
	DEBT SERVICE	1,746,743	2,532,289	2,532,289	2,532,289	2,532,289
	OTHER FINANCING USES	0	0	0	0	0
	TOTAL FUND 350	1,996,743	2,782,289	2,782,289	2,782,289	2,782,289
450	**SUCCESSOR AGENCY - CAPITAL PROJECTS**					
	SUCCESSOR AGENCY:					
46430	Redevel. agreements	74,313	0	0	0	0
	PROJECTS	10,915	0	0	0	0
	OTHER FINANCING USES	0	0	0	0	0
	TOTAL FUND 450	85,228	0	0	0	0
TOTAL ALL ERA FUNDS		2,081,971	2,782,289	2,782,289	2,782,289	2,782,289
GRAND TOTAL ALL FUNDS		100,132,113	82,000,898	73,006,616	80,253,281	71,835,024

CITY of EUREKA

Section H:

Projects by Fund

Projects By Fund - CITY FUNDS

FUND #(s)	FUND DESCRIPTION	2017-18 Projected	2018-19 Budget	2019-20 Budget
110	**GENERAL FUND**			
PJ #	**Name**			
517	General Plan Update	450,000	450,000	-
578	Engineering & Environmental Projects	25,000	25,000	25,000
	SUBTOTAL GENERAL FUND	475,000	475,000	25,000
224	**SAFETEA-LU**			
PJ #	**Name**			
536	Micro Surfacing	100,000	100,000	100,000
545	Pavement Maintenance	100,000	100,000	100,000
NA	Reserve For CIP Projects	153,377	-	-
	SUBTOTAL SAFETEA-LU	353,377	200,000	200,000
226	**CALTRANS NON-FREEWAY FUND**			
PJ #	**Name**			
575	EWFT CONTRUCTION	1,500,000	-	-
	SUBTOTAL CALTRANS NON-FREEWAY FUND	1,500,000	-	-
229	**HIGHWAY USERS TAX**			
PJ #	**Name**			
545	Pavement Maintenance	150,000	543,507	543,507
	SUBTOTAL HIGHWAY USERS TAX	150,000	543,507	543,507
230	**HABITAT ACQ. & RESTORATION FUND**			
PJ #	**Name**			
486	Palco Marsh	95,000	-	-
	SUBTOTAL HABITAT ACQ. & RESTORATION FUND	95,000	-	-
239	**PARKING**			
PJ #	**Name**			
520	Parking Lot Maintenance	15,000	15,000	15,000
	SUBTOTAL PARKING	15,000	15,000	15,000
242	**DEMOLITION PROJECTS FUND**			
PJ #	**Name**			
NA	Abatement Projects	-	50,000	50,000
NA	Demolition Projects	-	50,000	50,000
NA	City of Eureka Vs. Squires	-	150,000	150,000
NA	Squires Vs. COE Appeal	50,000	-	-
	SUBTOTAL DEMOLITION PROJECTS FUND	50,000	250,000	250,000
500/501	**WATER CAPITAL PROJECTS**			
PJ #	**Name**			
NA	Corrosion Control -H20 Tanks	30,000	30,000	-
394	Reservoir Maintenance & Security Project	422,000	1,500,000	-
589	Lundbar Hills Booster Station Rehab.	206,000	-	
NA	Water Distribution Maintenance	515,000	1,100,000	-
	SUBTOTAL WATER CAPITAL PROJECTS	1,173,000	2,630,000	-

Projects By Fund - CITY FUNDS

FUND #(s)	FUND DESCRIPTION	2017-18 Projected	2018-19 Budget	2019-20 Budget
510/512	**WASTEWATER CAPITAL PROJECTS**			
PJ #	**Name**			
433	Crosstown Interceptor	60,000	479,000	-
445	SCADA Program	17,684	-	-
517	General Plan Update	48,400	48,400	48,400
519	M.S. Force Main Construction	96,625	-	-
528	M.S. Collector Construction	1,604	-	-
558	MCC Upgrades	200,000	300,000	-
564	Infilitration & Inflow	10,718	2,100,000	-
580	WW Lift Station Improvements	380,000	480,000	-
582	WW Facilities Plan Phase 5	1,209	-	-
584	Elk River Digester Cover Repair	3,600,000	-	-
599	Odor Control Tower	396,000	396,000	-
NA	Crosstown Interceptor Emergency Relief	311,213	-	-
NA	WWTP Outfall	91,066	-	-
NA	WWTP Biosolids Management	90,000	50,000	-
NA	Primary Clarifier Equipment	19,484	-	-
NA	Marsh Vegetation Removal	37,500	100,000	-
NA	Grit Classifier	55,994	-	-
NA	WW Pump Station Upgrades	-	26,000	-
NA	Secondary Clarifier Maintenance	9,196	1,191,000	-
NA	WWTP Roof Replacement	70,000	-	-
NA	WWTP Projects	-	-	2,234,000
NA	Engineering and Enviromental	13,000	-	-
NA	Enclosed Bay Estuaries	-	500,000	-
	SUBTOTAL WASTEWATER CAPITAL PROJECTS	5,509,693	5,670,400	2,282,400
530	**HUMBOLDT BAY FUND**			
PJ #	**Name**			
566	HARBOR DREDGING	600,000	100,000	100,000
NA	RESERVE FOR CIP PROJECTS	510,000	51,000	51,000
	SUBTOTAL HUMBOLDT BAY FUND	1,110,000	151,000	151,000
	TOTAL PROJECTS	**10,431,070**	**9,934,907**	**3,466,907**

CITY of EUREKA

Section I:

Capital Improvement Program Budget

FY 2018-19 | FY 2022-23

INTRODUCTION

As one of the earliest cities in California, Eureka must continually work to maintain and replace its aging facilities to meet its goal of providing high quality service to the City's citizens. In addition to maintenance, the City invests in new infrastructure improvements that extend and enhance service and provide for a diverse economic base within the community.

The City's Capital Improvement Program 2018 (CIP 2018) is a five-year summary of ongoing and proposed capital improvements to the City's public facility and infrastructure assets. CIP 2018 covers the period from Fiscal Year 2018/19 to Fiscal Year 2022/23. The FY 2018/19 budget is not in place and the capital programming presented in CIP 2018 will be a guiding tool to help set the budget. Subsequent years beyond 2018/19 in CIP 2018 include anticipated projects and capital expenditures that are likely to occur and/or are believed to be needed to maintain acceptable service to the citizens of Eureka. For enterprise funds such as water and wastewater, the CIP is used as a guiding document for setting rates necessary to generate sufficient revenue to cover anticipated capital project costs.

What is a Capital Improvement Program? A Capital Improvement Program (CIP) is a multi-year planning instrument used to identify and present needed capital improvement projects and to coordinate the financing and timing of those improvements. The primary purpose of the CIP is to assist in the orderly implementation of the broad and comprehensive goals of the Strategic plan and of the adopted General Plan and for the maintenance and replacement of the City's infrastructure by establishing an orderly basis to guide local officials in making sound budget decisions, focusing attention on community goals, needs and capabilities to maximize the benefit of public expenditures.

What makes a Capital Improvement Program Effective? An effective CIP does the following:

1. Identifies specific public improvement projects and activities by location, size, function, and cost.
2. Establishes the timing for funding of major cost elements related to each project, such as permitting, right-of-way acquisition, design, construction and inspection.
3. Proposes specific revenue source(s) for each project and activity.
4. Facilitates prioritizing when funds are insufficient to cover all necessary projects.
5. Enhances coordination of separate but interrelated projects, whether internal or involving other agencies.
6. Provides affected agencies, such as utility companies, an opportunity to develop long-range programming in concert with City projects.
7. Lowers the risk of inefficient, frequent (annual) changes of direction in allocation of capital resources.
8. Provides a realistic base for labor and financial resources needed to implement the Program.

Planning Period - The five-year planning period, commonly used for CIP projections of City capital needs, allows a more comprehensive, far-sighted approach to setting goals balanced between need and resources. A five-year CIP must be flexible enough to make the inevitable adjustments for unanticipated cost changes, urgent projects, or other factors. City officials can refer to the CIP to help identify and inform the consequences of a delay in timely project commencement due to such factors. CIP updates are prepared and adopted each year to address the changes that have occurred over the previous year.

Capital Improvement Funding - Funding for projects is derived from special source funds including gas tax, harbor, water and sewer enterprises, parking fees, remaining balances of the General Fund, bond sales and state, federal and other grants. Gas tax, harbor, water and sewer fund and parking fee revenues are budgeted only for capital projects in the categories appropriate to their sources. Federal, state and other grant funds may only be used for the purpose for which the funds were received.

General Fund - General Fund revenue has been used to fund capital improvements but the level of capital funding available from that source has steadily decreased over time. The majority of General Fund revenue is used for operations. Consequently, the General Fund currently does not have the ability to finance substantial capital improvement projects.

Bond Funding - The sale of bonds is an effective means of financing capital improvements and will continue to be an option in the future. General obligation bonds have been used to fund both the Martin Slough Interceptor Project and the Mad River Pipeline Project in the recent past. In these cases, the debt related to bond payback is provided by the wastewater and water enterprise funds, respectively.

Enterprise Funds – The water and wastewater sections of CIP 2018 were used in the development of rate structures adopted by Council recently. Implementation of these rates has resulted in increased ability to execute necessary water and sewer projects.

Grants - Federal, state and other grant funds are a steady source of outside funding that is tapped by the City and used for specific projects and programs such as transportation safety, trails and green space, economic development and other worthy endeavors based on applicability and need. Several projects in CIP 2018 are funded with grants, as indicated in the document.

Impact Fees - Possible sources of funds which could be investigated include impact fees for drainage, parks and recreation, street lighting, parking-in-lieu, fire protection, etc. These sources require thorough studies and voter approval prior to implementation. Pursuant to Council's long-standing direction, transportation impact fees are another source of funding that is currently being

investigated by the City in partnership with the County of Humboldt. It's anticipated that a fee structure for transportation impacts resulting from development will be in place by the time CIP 2019 is prepared next winter.

CIP Process - The general process began with meeting with department heads and project managers and identifying improvements anticipated for their departments and/or responsibility areas over the five-year CIP period. Project budget and financing information was reviewed and is included when available as well as conformance with the 2017 Strategic Plan. The information is then used by engineering staff to create project worksheets that are formatted and compiled into a draft CIP for circulation and comment. Comments are incorporated and the final CIP is prepared. The completed CIP is submitted to Development Services staff and sent to the Planning Commission to review conformance with the City's General Plan. Planning Commission and final staff recommendations are submitted to City Council for action and the final CIP is adopted.

One change implemented in the CIP process this year is an increase in the inflation rate. In previous years a rate of 3% has been used to account for projecting costs into future years. Last year's construction bidding results saw an increase in cost. This increase appeared to stem from a backlog of projects going out to bid and no increase in the workforce to take on those projects. To account for disparity the inflation rate has been increased by 1% from 3% to 4%.

Planning Horizon—The CIP is updated annually by engineering staff under the direction of the Deputy Director of Public Works Engineering. CIP 2018 begins with the next fiscal year (2018/19) to allow direct correlation of capital expenditures with the upcoming budget.

Financial Information—The City's Finance Department staff assists in the CIP preparation by providing relevant budget and financial information to verify that proposed capital expenditures for the current fiscal year match the approved budget, and to review actual expenditures in the past year against budgeted expenditures.

Cost Projections and Budgeting—Effort is made to ensure that all capital projects are described and have an estimated cost. Because many CIP projects are in a conceptual stage, their cost estimates are soft and subject to change as the projects become further defined. Current year estimates in CIP 2018 are in 2018 dollars. Multiple-year and subsequent-year project estimates are inflated 4% and rounded, in an effort to more accurately reflect expected costs within the proposed year of construction. At the point when a project (or project phase) is scheduled to be completed in the upcoming fiscal year, the estimates should be adequate for budgeting and incorporation into the City's adopted budget.

It is important to note that the estimates of next year's projects in the current CIP will be used to build the next fiscal year budget. For example, FY 2018/19 project cost estimates presented in CIP 2018 form the basis for the 2018/19 budget preparation that begins in February of each year. Flexibility is needed because typically the estimates beyond the first year of the CIP are general with the

expectation that they will be adjusted as they are brought into the annual budget process.

It is also important to note that financing is not yet in place for many CIP projects and programs in the years ahead. Project estimates are shown regardless of funding uncertainties. More detailed financing information is provided in those cases where sources of funding are known and finance scheduling is predictable. Activities and capital projects that are not budgeted nor have funding sources are included in the CIP but related financing information is left out.

Conclusion—CIP 2018 is a planning and budgeting tool that lists and classifies all proposed public improvement projects maximizing the investment to the public. Both State Law (Section 65401, Article 8, Chapter 3, Title 7, of the Planning and Zoning Law of the State Government Code) and the Eureka Municipal Code [Section 152.01 (B) (6)] require the Planning Commission to annually review the Capital Improvement Program for conformance with the General Plan and forward its recommendations on projects for the ensuing five-year period to the Council and the City Manager.

Respectfully Submitted,

Greg L. Sparks, City Manager

Brian Gerving, Director of Public Works

Jesse Willor, Deputy Director Public Works – Engineering / City Engineer

CURRENT & COMPLETED PROJECTS

Harbor & Waterfront

Dredging
Dredged portions of the Marina - $1,100,000

Parks & Recreation

Eureka Waterfront Trail
Phases A, B & C of the Eureka Waterfront Trail span the entire coast surrounding Eureka - $6,928,000

Del Norte Restroom – [In Construction]
Construction of public restroom at foot of Del Norte Street - $125,000

Streets & Storm Drains

Maintenance Paving 2015
Myrtle Ave: Harrison to West | West: Buhne to Myrtle | Everding: R to T | Fairway Drive Bridge - $127,726

Street Resurfacing (Slurry Seal) 2015
Myrtle Ave: Harrison to West | West: Buhne to Myrtle | Everding: R to T | Fairway Drive Bridge - $134,920

Maintenance Paving 2016
7th: E to I | Buhne: S to Harrison | Henderson: D to H - $208,498

Maintenance Paving 2017
H: 7th to 16th | Hawthorne Street Patch - $209,800

Street Resurfacing (Slurry Seal) 2017
7th: E to I | Buhne: S to Harrison | Henderson: D to H | Harris: Walford to Hubbard | Highland: Glen to Cottage South: Utah to Elizabeth | Waterfront and Commercial Area - $133,450

Parking Lot Maintenance 2015/2016/2017
Resurface Public Parking Lots - $15,000 per year

Centerline Striping 2015/2016
Restripe City Streets - $15,000 per year

Bus Stop Improvements 2015/16
Sidewalk and shelter improvements various locations - $20,000

H Street Storm Drain 2015
Install under street drain on H St south of Manzanita - $84,900

Hodgson and I Emergency Repairs 2017
Reconstruct roadway on Hodgson south of I St - $45,000

Storm Drain Improvements 2017
Replace three drainage inlets at various locations - $15,000

Sidewalk Improvements 2015/2016/2017
Repair and replace defective sidewalk at various locations Citywide - $50,000 per year

CURRENT & COMPLETED PROJECTS

Water

Mad River Pipeline Phase 6
Final stage of project between Hubbard Street to Reservoir. - $2,500,000

Water Improvement Project 2016
Replacement of water main in Buhne St between Harrison and S Streets - $420,000

Water Improvement Project 2017
Replacement of water main in 4th Street between T and W Streets - $512,000

Corrosion Control Water Storage Tanks
Installation of cathodic protection for the high tank - $30,000

Lundbar Hills Booster – [In Construction]
Replace water supply pumps and controls at Lundbar Hills subdivision – estimated $250,000

Water Improvement Project 2018 – [In Bidding]
Replacement of water main in Buhne St between S and P; Williams and C Streets – estimated $900,000

Wastewater

Cross Town Interceptor Emergency Repair 2017
Large-scale repair project on Eureka's largest wastewater force main - $1,288,000

Grit Classifier WWTP
Purchased new equipment to remove grit from wastewater prior to treatment. - $65,000

WWTP Digester Cover Emergency Replacement
Replace aged covers on anaerobic digesters at WWTP. Project including removing and disposing of 1100 dry tons of biosolids from the facultative sludge lagoons. $4,500,000

SCADA System Upgrade Project
Citywide upgrades to SCADA system - $734,000

Primary Clarifier Equipment Replacement
Replace aged and failing primary clarifier components. $200,000

Motor Control Center Replacement Project – [In Construction]
Replace motor control systems at several wastewater pump stations. - $594,000

WWTP Roof Replacement – [In Construction]
Install new roof on several structures at Elk River WWTP - $73,500

3rd & Y I/I Project – [In Bidding]
Lining mains in the 3rd & Y Basin to reduced rainfall derived I/I. - $1,500,000

5 YEAR
CAPITAL IMPROVEMENT PROGRAM SUMMARY
&
FISCAL YEAR BUDGET SCHEDULES

City of Eureka

Capital Improvement Program 2018

Five Year Summary

Financing Sources by Category

FY 2018-19 Project Category	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2018-19 Total	Remaining Cost
Harbor & Waterfront	$ 3,269,000	$ -	$ -	$ -	$ -	$ 53,000	$ -	$ -	$ -	$ 53,000	$ 3,216,000
Land & Facilities	3,745,000	-	-	17,000	17,000	-	-	100,000	10,000	144,000	3,601,000
Parks & Recreation	11,226,000	10,000	-	110,000	-	-	-	10,000	1,192,000	1,322,000	9,904,000
Streets & Storm Drains	33,015,000	445,000	600,000	203,000	356,000	-	15,000	50,000	3,267,000	4,936,000	28,079,000
Water Supply Facilities	9,697,000	-	-	2,020,000	-	-	-	-	-	2,020,000	7,677,000
Wastewater & Sewer	20,417,000	-	-	-	3,532,000	-	-	-	551,000	4,083,000	16,334,000
Financing Totals	**$ 81,369,000**	**$ 455,000**	**$ 600,000**	**$ 2,350,000**	**$ 3,905,000**	**$ 53,000**	**$ 15,000**	**$ 160,000**	**$ 5,020,000**	**$ 12,558,000**	**$ 68,811,000**

FY 2019-20 Project Category	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2019-20 Total	Remaining Cost
Harbor & Waterfront	$ 3,216,000	$ -	$ -	$ -	$ -	$ 1,063,000	$ -	$ -	$ 1,001,000	$ 2,064,000	$ 1,230,000
Land & Facilities	3,601,000	71,000	-	145,000	145,000	-	-	227,000	-	588,000	3,021,000
Parks & Recreation	9,904,000	10,000	-	-	-	-	-	-	1,218,000	1,228,000	8,676,000
Streets & Storm Drains	28,079,000	112,000	650,000	-	-	-	16,000	52,000	7,807,000	8,637,000	19,527,000
Water Supply Facilities	7,677,000	-	-	1,460,000	-	-	-	-	-	1,460,000	6,233,000
Wastewater & Sewer	16,334,000	-	-	-	2,089,000	-	-	-	110,000	2,199,000	14,135,000
Financing Totals	**$ 68,811,000**	**$ 193,000**	**$ 650,000**	**$ 1,605,000**	**$ 2,234,000**	**$ 1,063,000**	**$ 16,000**	**$ 279,000**	**$ 10,136,000**	**$ 16,176,000**	**$ 52,822,000**

FY 2020-21 Project Category	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2020-21 Total	Remaining Cost
Harbor & Waterfront	$ 1,230,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,230,000
Land & Facilities	3,021,000	74,000	-	74,000	74,000	-	-	632,000	-	854,000	2,243,000
Parks & Recreation	8,676,000	11,000	-	-	-	-	-	-	1,267,000	1,278,000	7,399,000
Streets & Storm Drains	19,527,000	110,000	650,000	-	-	-	-	54,000	745,000	1,559,000	17,968,000
Water Supply Facilities	6,233,000	-	-	1,417,000	-	-	-	-	-	1,417,000	4,849,000
Wastewater & Sewer	14,135,000	-	-	-	3,510,000	-	-	-	4,148,000	7,658,000	6,818,000
Financing Totals	**$ 52,822,000**	**$ 195,000**	**$ 650,000**	**$ 1,491,000**	**$ 3,584,000**	**$ -**	**$ -**	**$ 686,000**	**$ 6,160,000**	**$ 12,766,000**	**$ 40,507,000**

FY 2021-22 Project Category	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2021-22 Total	Remaining Cost
Harbor & Waterfront	$ 1,230,000	$ -	$ -	$ -	$ -	$ 265,000	$ -	$ -	$ -	$ 265,000	$ 965,000
Land & Facilities	2,243,000	-	-	75,000	75,000	-	-	76,000	-	226,000	2,017,000
Parks & Recreation	7,399,000	11,000	-	-	-	-	-	-	1,306,000	1,317,000	6,082,000
Streets & Storm Drains	17,968,000	125,000	650,000	-	-	-	-	56,000	5,500,000	6,331,000	11,651,000
Water Supply Facilities	4,849,000	-	-	4,563,000	-	-	-	-	-	4,563,000	706,000
Wastewater & Sewer	6,818,000	-	-	-	4,581,000	-	-	-	1,209,000	5,790,000	1,394,000
Financing Totals	**$ 40,507,000**	**$ 136,000**	**$ 650,000**	**$ 4,638,000**	**$ 4,656,000**	**$ 265,000**	**$ -**	**$ 132,000**	**$ 8,015,000**	**$ 18,492,000**	**$ 22,815,000**

FY 2022-23 Project Category	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2022-23 Total	Remaining Cost
Harbor & Waterfront	$ 965,000	$ -	$ -	$ -	$ -	$ 37,000	$ -	$ -	$ 1,149,000	$ 1,186,000	$ -
Land & Facilities	2,017,000	-	-	195,000	195,000	-	-	195,000	1,755,000	2,340,000	43,000
Parks & Recreation	6,082,000	12,000	-	-	-	-	-	-	1,358,000	1,370,000	4,779,000
Streets & Storm Drains	11,651,000	68,000	700,000	-	-	-	-	58,000	500,000	1,326,000	10,875,000
Water Supply Facilities	706,000	-	-	1,095,000	-	-	-	-	-	1,095,000	-
Wastewater & Sewer	1,394,000	-	-	-	2,142,000	-	-	-	188,000	2,330,000	-
Financing Totals	**$ 22,815,000**	**$ 80,000**	**$ 700,000**	**$ 1,290,000**	**$ 2,337,000**	**$ 37,000**	**$ -**	**$ 253,000**	**$ 4,950,000**	**$ 9,647,000**	**$ 15,697,000**

City of Eureka

Capital Improvement Program 2018
Five Year Summary
FY 2018-19 Projects by Category

Harbor & Waterfront	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2018-19 Total	Remaining Cost
Samoa Boat Launch Improvements	$ 963,000									$ -	$ 963,000
Dredging - Marina and Other City Prop.	1,000,000									0	$ 1,000,000
Eureka Public Marina Improvements	96,000					31,000				31,000	$ 65,000
Marina Fire Supp. Improvemments	22,000					22,000				22,000	$ -
Commercial Street Fueling Facility	1,188,000									0	$ 1,188,000
Financing Totals	**$ 3,269,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 53,000**	**$ -**	**$ -**	**$ -**	**$ 53,000**	**$ 3,216,000**

Land & Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2018-19 Total	Remaining Cost
Corporation Yard Improvements	$ 600,000			$ 17,000	$ 17,000			$ 16,000		$ 50,000	$ 550,000
Field Operations Settling Basin	212,000									0	$ 212,000
Municipal Auditorium Improvements	158,000							49,000	10,000	59,000	$ 99,000
City Hall Improvements	575,000							35,000		35,000	$ 540,000
Eureka Emergency Operations Center	2,200,000									0	$ 2,200,000
Financing Totals	**$ 3,745,000**	**$ -**	**$ -**	**$ 17,000**	**$ 17,000**	**$ -**	**$ -**	**$ 100,000**	**$ 10,000**	**$ 144,000**	**$ 3,601,000**

Parks & Recreation	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2018-19 Total	Remaining Cost
City Parks Automated Irrigation	$ 250,000	$ 10,000								$ 10,000	$ 240,000
Park Improvements	750,000								150,000	150,000	$ 600,000
Zoo Master Plan Improvements	10,000,000								1,000,000	1,000,000	$ 9,000,000
Zoo Improv. - Entry Pavillion	31,000								10,000	10,000	$ 21,000
Zoo Improv. - Aviary Mesh Replace.	21,000								21,000	21,000	$ -
Softball Field Improvements	54,000								11,000	11,000	$ 43,000
Stream Restoration / Fish Passage	120,000			110,000				10,000		120,000	$ -
Financing Totals	**$ 11,226,000**	**$ 10,000**	**$ -**	**$ 110,000**	**$ -**	**$ -**	**$ -**	**$ 10,000**	**$ 1,192,000**	**$ 1,322,000**	**$ 9,904,000**

City of Eureka

Capital Improvement Program 2018
Five Year Summary
FY 2018-19 Projects by Category

Streets & Storm Drains	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2018-19 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	$ 14,000,000		$ 600,000							$ 600,000	$ 13,400,000
Safety Improvement Projects	2,600,000	60,000							840,000	900,000	$ 1,700,000
Storm Drain Improvements	1,872,000									0	$ 1,872,000
Bicycle Facilities	175,000								20,000	20,000	$ 155,000
Sidewalk Repairs Improvements	250,000	50,000								50,000	$ 200,000
Parking Improvements	110,000	80,000					15,000			95,000	$ 15,000
Waterfront Dr. Connection - G to J St.	3,090,000	145,000		203,000	356,000				2,386,000	3,090,000	$ -
4th Street Underground District	3,900,000	100,000								100,000	$ 3,800,000
Street Configuration Improvements	72,000								21,000	21,000	$ 51,000
South Eureka Entry Improvements	2,565,000									0	$ 2,565,000
Stormwater Trash Capture	31,000	10,000								10,000	$ 21,000
Tide Gate Repair	250,000							50,000		50,000	$ 200,000
Bay to Zoo Trail	4,100,000									0	$ 4,100,000
Financing Totals	**$ 33,015,000**	**$ 445,000**	**$ 600,000**	**$ 203,000**	**$ 356,000**	**$ -**	**$ 15,000**	**$ 50,000**	**$ 3,267,000**	**$ 4,936,000**	**$ 28,079,000**

Water Supply Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2018-19 Total	Remaining Cost
Water Distribution System Maintenance	$ 4,680,000			$ 936,000						$ 936,000	$ 3,744,000
Reservior Maintenance & Security Prog.	1,000,000			1,000,000						1,000,000	0
High Tank Pump Sta. Replacement	443,000									0	443,000
Automated Meter Read (AMR) Update	3,090,000									0	3,090,000
Asset Management Water Project	68,000			68,000						68,000	0
Tank Recoating	416,000			16,000						16,000	400,000
Financing Totals	**$ 9,697,000**	**$ -**	**$ -**	**$ 2,020,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,020,000**	**$ 7,677,000**

Wastewater & Sewer	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2018-19 Total	Remaining Cost
Infiltration & Inflow Reduction Program	$ 5,000,000				$ 1,000,000					$ 1,000,000	$ 4,000,000
Collection System Annual Maintenance	2,500,000				516,000					516,000	$ 1,984,000
Wastewater Lift Station Improvements	1,149,000				371,000					371,000	$ 778,000
Cross Town Interceptor Maintenance	479,000				479,000					479,000	$ -
WW Pump Station Upgrade Program	798,000				18,000				8,000	26,000	$ 772,000
Combined Heat & Power Replacement	3,120,000									0	$ 3,120,000
Secondary Clarifier Maintenance	1,191,000				809,000				382,000	1,191,000	$ -
WWTP Biosolids Class "A"	2,080,000									0	$ 2,080,000
Headworks Concrete Structure	1,100,000									0	$ 1,100,000
Enclosed Bays & Estuaries	3,000,000				339,000				161,000	500,000	$ 2,500,000
Financing Totals	**$ 20,417,000**	**$ -**	**$ -**	**$ -**	**$ 3,532,000**	**$ -**	**$ -**	**$ -**	**$ 551,000**	**$ 4,083,000**	**$ 16,334,000**
Grand Total	**$ 81,369,000**	**$ 455,000**	**$ 600,000**	**$ 2,350,000**	**$ 3,905,000**	**$ 53,000**	**$ 15,000**	**$ 160,000**	**$ 5,020,000**	**$ 12,558,000**	**$ 68,811,000**

City of Eureka

Capital Improvement Program 2018
Five Year Summary
FY 2019-20 Projects by Category

Harbor & Waterfront	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2019-20 Total	Remaining Cost
Samoa Boat Launch Improvements	$ 963,000								$ 1,001,000	$ 1,001,000	$ -
Dredging - Marina and Other City Prop.	1,000,000					1,040,000				1,040,000	$ -
Eureka Public Marina Improvements	65,000					23,000				23,000	$ 42,000
Marina Fire Supp. Improvemments	-									-	$ -
Commercial Street Fueling Facility	1,188,000									-	$ 1,188,000
Financing Totals	**$ 3,216,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,063,000**	**$ -**	**$ -**	**$ 1,001,000**	**$ 2,064,000**	**$ 1,230,000**

Land & Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2019-20 Total	Remaining Cost
Corporation Yard Improvements	$ 550,000	$ 71,000		$ 72,000	$ 72,000			$ 71,000		$ 286,000	$ 264,000
Field Operations Settling Basin	212,000			73,000	73,000			74,000		220,000	$ -
Municipal Auditorium Improvements	99,000							56,000		56,000	$ 43,000
City Hall Improvements	540,000							26,000		26,000	$ 514,000
Eureka Emergency Operations Center	2,200,000									-	$ 2,200,000
Financing Totals	**$ 3,601,000**	**$ 71,000**	**$ -**	**$ 145,000**	**$ 145,000**	**$ -**	**$ -**	**$ 227,000**	**$ -**	**$ 588,000**	**$ 3,021,000**

Parks & Recreation	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2019-20 Total	Remaining Cost
City Parks Automated Irrigation	$ 240,000	$ 10,000								$ 10,000	$ 230,000
Park Improvements	600,000								156,000	156,000	$ 444,000
Zoo Master Plan Improvements	9,000,000								1,040,000	1,040,000	$ 7,960,000
Zoo Improv. - Entry Pavillion	21,000								11,000	11,000	$ 10,000
Zoo Improv. - Aviary Mesh Replace.	-									-	$ -
Softball Field Improvements	43,000								11,000	11,000	$ 32,000
Stream Restoration / Fish Passage	-									-	$ -
Financing Totals	**$ 9,904,000**	**$ 10,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,218,000**	**$ 1,228,000**	**$ 8,676,000**

City of Eureka

Capital Improvement Program 2018
Five Year Summary
FY 2019-20 Projects by Category

Streets & Storm Drains	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2019-20 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	$ 13,400,000		$ 650,000							$ 650,000	$ 12,750,000
Safety Improvement Projects	1,700,000	50,000							500,000	550,000	$ 1,150,000
Storm Drain Improvements	1,872,000								1,947,000	1,947,000	$ -
Bicycle Facilities	155,000								161,000	161,000	$ -
Sidewalk Repairs Improvements	200,000	52,000								52,000	$ 148,000
Parking Improvements	15,000						16,000			16,000	$ -
Waterfront Dr. Connection - G to J St.	-									-	$ -
4th Street Underground District	3,800,000								3,800,000	3,800,000	$ -
Street Configuration Improvements	51,000								54,000	54,000	$ -
South Eureka Entry Improvements	2,565,000								245,000	245,000	$ 2,320,000
Stormwater Trash Capture	21,000	10,000								10,000	$ 11,000
Tide Gate Repair	200,000							52,000		52,000	$ 148,000
Bay to Zoo Trail	4,100,000								1,100,000	1,100,000	$ 3,000,000
Financing Totals	**$ 28,079,000**	**$ 112,000**	**$ 650,000**	**$ -**	**$ -**	**$ -**	**$ 16,000**	**$ 52,000**	**$ 7,807,000**	**$ 8,637,000**	**$ 19,527,000**

Water Supply Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2019-20 Total	Remaining Cost
Water Distribution System Maintenance	$ 3,744,000			$ 973,000						$ 973,000	$ 2,771,000
Reservior Maintenance & Security Prog.	-									-	$ -
High Tank Pump Sta. Replacement	443,000			71,000						71,000	$ 372,000
Automated Meter Read (AMR) Update	3,090,000									-	$ 3,090,000
Asset Management Water Project	$ -									$ -	$ -
Tank Recoating	400,000			416,000						416,000	$ -
Financing Totals	**$ 7,677,000**	**$ -**	**$ -**	**$ 1,460,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,460,000**	**$ 6,233,000**

Wastewater & Sewer	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2019-20 Total	Remaining Cost
Infiltration & Inflow Reduction Program	$ 4,000,000				$ 1,040,000					$ 1,040,000	$ 2,960,000
Collection System Annual Maintenance	1,984,000				530,000					530,000	$ 1,454,000
Wastewater Lift Station Improvements	778,000				284,000					284,000	$ 494,000
Cross Town Interceptor Maintenance	-									-	$ -
WW Pump Station Upgrade Program	772,000				164,000				77,000	241,000	$ 531,000
Combined Heat & Power Replacement	3,120,000									-	$ 3,120,000
Secondary Clarifier Maintenance	-									-	$ -
WWTP Biosolids Class "A"	2,080,000									0	$ 2,080,000
Headworks Concrete Structure	1,100,000				71,000				33,000	104,000	$ 996,000
Enclosed Bays & Estuaries	2,500,000									-	$ 2,500,000
Financing Totals	**$ 16,334,000**	**$ -**	**$ -**	**$ -**	**$ 2,089,000**	**$ -**	**$ -**	**$ -**	**$ 110,000**	**$ 2,199,000**	**$ 14,135,000**
Grand Total	**$ 68,811,000**	**$ 193,000**	**$ 650,000**	**$ 1,605,000**	**$ 2,234,000**	**$ 1,063,000**	**$ 16,000**	**$ 279,000**	**$ 10,136,000**	**$ 16,176,000**	**$ 52,822,000**

City of Eureka

Capital Improvement Program 2018
Five Year Summary
FY 2020-21 Projects by Category

Harbor & Waterfront	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2020-21 Total	Remaining Cost
Samoa Boat Launch Improvements	$ -									$ -	$ -
Dredging - Marina and Other City Prop.	-									-	$ -
Eureka Public Marina Improvements	42,000									-	$ 42,000
Marina Fire Supp. Improvemments	-									-	$ -
Commercial Street Fueling Facility	1,188,000									-	$ 1,188,000
Financing Totals	**$ 1,230,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,230,000**

Land & Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2020-21 Total	Remaining Cost
Corporation Yard Improvements	$ 264,000	$ 74,000		$ 74,000	$ 74,000			$ 75,000		$ 297,000	$ -
Field Operations Settling Basin	-									-	$ -
Municipal Auditorium Improvements	43,000									-	$ 43,000
City Hall Improvements	514,000							557,000		557,000	$ -
Eureka Emergency Operations Center	2,200,000									-	$ 2,200,000
Financing Totals	**$ 3,021,000**	**$ 74,000**	**$ -**	**$ 74,000**	**$ 74,000**	**$ -**	**$ -**	**$ 632,000**	**$ -**	**$ 854,000**	**$ 2,243,000**

Parks & Recreation	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2020-21 Total	Remaining Cost
City Parks Automated Irrigation	$ 230,000	$ 11,000								$ 11,000	$ 219,000
Park Improvements	444,000								162,000	162,000	$ 282,000
Zoo Master Plan Improvements	7,960,000								1,082,000	1,082,000	$ 6,878,000
Zoo Improv. - Entry Pavillion	10,000								11,000	11,000	$ -
Zoo Improv. - Aviary Mesh Replace.	-									-	$ -
Softball Field Improvements	32,000								12,000	12,000	$ 20,000
Stream Restoration / Fish Passage	-									-	$ -
Financing Totals	**$ 8,676,000**	**$ 11,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,267,000**	**$ 1,278,000**	**$ 7,399,000**

City of Eureka

Capital Improvement Program 2018
Five Year Summary
FY 2020-21 Projects by Category

Streets & Storm Drains	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2020-21 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	$ 12,750,000		$ 650,000							$ 650,000	$ 12,100,000
Safety Improvement Projects	1,150,000	50,000							500,000	550,000	$ 600,000
Storm Drain Improvements	-									-	$ -
Bicycle Facilities	-									-	$ -
Sidewalk Repairs Improvements	148,000	54,000								54,000	$ 94,000
Parking Improvements	-									-	$ -
Waterfront Dr. Connection - G to J St.	-									-	$ -
4th Street Underground District	-									-	$ -
Street Configuration Improvements	-									-	$ -
South Eureka Entry Improvements	2,320,000								245,000	245,000	$ 2,075,000
Stormwater Trash Capture	11,000	6,000								6,000	$ 5,000
Tide Gate Repair	148,000							54,000		54,000	$ 94,000
Bay to Zoo Trail	3,000,000									-	$ 3,000,000
Financing Totals	**$ 19,527,000**	**$ 110,000**	**$ 650,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 54,000**	**$ 745,000**	**$ 1,559,000**	**$ 17,968,000**

Water Supply Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2020-21 Total	Remaining Costs
Water Distribution System Maintenance	$ 2,771,000			$ 1,012,000						$ 1,012,000	$ 1,759,000
Reservior Maintenance & Security Prog.	-									-	$ -
High Tank Pump Sta. Replacement	372,000			405,000						405,000	$ -
Automated Meter Read (AMR) Update	3,090,000									-	$ 3,090,000
Asset Management Water Project	-									-	$ -
Tank Recoating	-									-	$ -
Financing Totals	**$ 6,233,000**	**$ -**	**$ -**	**$ 1,417,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,417,000**	**$ 4,849,000**

Wastewater & Sewer	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2020-21 Total	Remaining Cost
Infiltration & Inflow Reduction Program	$ 2,960,000				$ 1,082,000					$ 1,082,000	$ 1,878,000
Collection System Annual Maintenance	1,454,000				546,000					546,000	$ 908,000
Wastewater Lift Station Improvements	494,000				244,000					244,000	$ 250,000
Cross Town Interceptor Maintenance	-									-	$ -
WW Pump Station Upgrade Program	531,000				168,000				79,000	247,000	$ 284,000
Combined Heat & Power Replacement	3,120,000								3,375,000	3,375,000	$ -
Secondary Clarifier Maintenance	-									-	$ -
WWTP Biosolids Class "A"	2,080,000									-	$ 2,080,000
Headworks Concrete Structure	996,000				735,000				347,000	1,082,000	$ -
Enclosed Bays & Estuaries	2,500,000				735,000				347,000	1,082,000	$ 1,418,000
Financing Totals	**$ 14,135,000**	**$ -**	**$ -**	**$ -**	**$ 3,510,000**	**$ -**	**$ -**	**$ -**	**$ 4,148,000**	**$ 7,658,000**	**$ 6,818,000**
Grand Total	**$ 52,822,000**	**$ 195,000**	**$ 650,000**	**$ 1,491,000**	**$ 3,584,000**	**$ -**	**$ -**	**$ 686,000**	**$ 6,160,000**	**$ 12,766,000**	**$ 40,507,000**

City of Eureka

Capital Improvement Program 2018
Five Year Summary
FY 2021-22 Projects by Category

Harbor & Waterfront	Project Total	General Fund	Gas Tax	Water	Wasterwater	Harbor Fund	Parking	Internal Operations	Outside Sources	2021-22 Total	Remaining Cost
Samoa Boat Launch Improvements	$ -									$ -	$ -
Dredging - Marina and Other City Prop.	-									-	$ -
Eureka Public Marina Improvements	42,000					33,000				33,000	$ 9,000
Marina Fire Supp. Improvemments	-									-	$ -
Commercial Street Fueling Facility	1,188,000					232,000				232,000	$ 956,000
Financing Totals	**$ 1,230,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 265,000**	**$ -**	**$ -**	**$ -**	**$ 265,000**	**$ 965,000**

Land & Facilities	Project Total	General Fund	Gas Tax	Water	Wasterwater	Harbor Fund	Parking	Internal Operations	Outside Sources	2021-22 Total	Remaining Cost
Corporation Yard Improvements	$ -									$ -	$ -
Field Operations Settling Basin	-									-	$ -
Municipal Auditorium Improvements	43,000									-	$ 43,000
City Hall Improvements	-									-	$ -
Eureka Emergency Operations Center	2,200,000			75,000	75,000			76,000		226,000	$ 1,974,000
Financing Totals	**$ 2,243,000**	**$ -**	**$ -**	**$ 75,000**	**$ 75,000**	**$ -**	**$ -**	**$ 76,000**	**$ -**	**$ 226,000**	**$ 2,017,000**

Parks & Recreation	Project Total	General Fund	Gas Tax	Water	Wasterwater	Harbor Fund	Parking	Internal Operations	Outside Sources	2021-22 Total	Remaining Cost
City Parks Automated Irrigation	$ 219,000	$ 11,000								$ 11,000	$ 208,000
Park Improvements	282,000								169,000	169,000	$ 113,000
Zoo Master Plan Improvements	6,878,000								1,125,000	1,125,000	$ 5,753,000
Zoo Improv. - Entry Pavillion	-									-	$ -
Zoo Improv. - Aviary Mesh Replace.	-									-	$ -
Softball Field Improvements	20,000								12,000	12,000	$ 8,000
Stream Restoration / Fish Passage	-									-	$ -
Financing Totals	**$ 7,399,000**	**$ 11,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,306,000**	**$ 1,317,000**	**$ 6,082,000**

City of Eureka

Capital Improvement Program 2018
Five Year Summary
FY 2021-22 Projects by Category

Streets & Storm Drains	Project Total	General Fund	Gas Tax	Water	Wasterwater	Harbor Fund	Parking	Internal Operations	Outside Sources	2021-22 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	$ 12,100,000		$ 650,000							$ 650,000	$ 11,450,000
Safety Improvement Projects	600,000	50,000							500,000	550,000	$ 50,000
Storm Drain Improvements	-									-	$ -
Bicycle Facilities	-									-	$ -
Sidewalk Repairs Improvements	94,000	56,000								56,000	$ 38,000
Parking Improvements	-									-	$ -
Waterfront Dr. Connection - G to J St.	-									-	$ -
4th Street Underground District	-									-	$ -
Street Configuration Improvements	-									-	$ -
South Eureka Entry Improvements	2,075,000								2,000,000	2,000,000	$ 75,000
Stormwater Trash Capture	5,000	19,000								19,000	$ -
Tide Gate Repair	94,000							56,000		56,000	$ 38,000
Bay to Zoo Trail	3,000,000								3,000,000	3,000,000	$ -
Financing Totals	**$ 17,968,000**	**$ 125,000**	**$ 650,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 56,000**	**$ 5,500,000**	**$ 6,331,000**	**$ 11,651,000**

Water Supply Facilities	Project Total	General Fund	Gas Tax	Water	Wasterwater	Harbor Fund	Parking	Internal Operations	Outside Sources	2021-22 Total	Remaining Costs
Water Distribution System Maintenance	$ 1,759,000			$ 1,053,000						$ 1,053,000	$ 706,000
Reservior Maintenance & Security Prog.	-									-	$ -
High Tank Pump Sta. Replacement	-									-	$ -
Automated Meter Read (AMR) Update	3,090,000			3,510,000						3,510,000	$ -
Asset Management Water Project	$ -									-	$ -
Tank Recoating	-									-	$ -
Financing Totals	**$ 4,849,000**	**$ -**	**$ -**	**$ 4,563,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 4,563,000**	**$ 706,000**

Wastewater & Sewer	Project Total	General Fund	Gas Tax	Water	Wasterwater	Harbor Fund	Parking	Internal Operations	Outside Sources	2021-22 Total	Remaining Cost
Infiltration & Inflow Reduction Program	$ 1,878,000				$ 1,125,000					$ 1,125,000	$ 753,000
Collection System Annual Maintenance	908,000				560,000					560,000	$ 348,000
Wastewater Lift Station Improvements	250,000				337,000					337,000	$ -
Cross Town Interceptor Maintenance	-									-	$ -
WW Pump Station Upgrade Program	284,000				267,000				126,000	393,000	$ -
Combined Heat & Power Replacement	-									-	$ -
Secondary Clarifier Maintenance	-									-	$ -
WWTP Biosolids Class "A"	2,080,000				1,528,000				722,000	2,250,000	$ -
Headworks Concrete Structure	-									-	$ -
Enclosed Bays & Estuaries	1,418,000				764,000				361,000	1,125,000	$ 293,000
Financing Totals	**$ 6,818,000**	**$ -**	**$ -**	**$ -**	**$ 4,581,000**	**$ -**	**$ -**	**$ -**	**$ 1,209,000**	**$ 5,790,000**	**$ 1,394,000**
Grand Total	**$ 40,507,000**	**$ 136,000**	**$ 650,000**	**$ 4,638,000**	**$ 4,656,000**	**$ 265,000**	**$ -**	**$ 132,000**	**$ 8,015,000**	**$ 18,492,000**	**$ 22,815,000**

City of Eureka

Capital Improvement Program 2018
Five Year Summary
FY 2022-23 Projects by Category

Harbor & Waterfront	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2022-23 Total	Remaining Cost
Samoa Boat Launch Improvements	$ -									$ -	$ -
Dredging - Marina and Other City Prop.	-									-	$ -
Eureka Public Marina Improvements	9,000					37,000				37,000	$ -
Marina Fire Supp. Improvemments	-									-	$ -
Commercial Street Fueling Facility	956,000								1,149,000	1,149,000	$ -
Financing Totals	**$ 965,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 37,000**	**$ -**	**$ -**	**$ 1,149,000**	**$ 1,186,000**	**$ -**

Land & Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2022-23 Total	Remaining Cost
Corporation Yard Improvements	$ -									$ -	$ -
Field Operations Settling Basin	-									-	$ -
Municipal Auditorium Improvements	43,000									-	$ 43,000
City Hall Improvements	-									-	$ -
Eureka Emergency Operations Center	1,974,000				195,000	195,000			195,000	1,755,000	2,340,000	$ -
Financing Totals	**$ 2,017,000**	**$ -**	**$ -**	**$ 195,000**	**$ 195,000**	**$ -**	**$ -**	**$ 195,000**	**$ 1,755,000**	**$ 2,340,000**	**$ 43,000**

Parks & Recreation	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2022-23 Total	Remaining Cost
City Parks Automated Irrigation	$ 208,000	$ 12,000								$ 12,000	$ 196,000
Park Improvements	113,000								175,000	175,000	$ -
Zoo Master Plan Improvements	5,753,000								1,170,000	1,170,000	$ 4,583,000
Zoo Improv. - Entry Pavillion	-									-	$ -
Zoo Improv. - Aviary Mesh Replace.	-									-	$ -
Softball Field Improvements	8,000								13,000	13,000	$ -
Stream Restoration / Fish Passage	-									-	$ -
Financing Totals	**$ 6,082,000**	**$ 12,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,358,000**	**$ 1,370,000**	**$ 4,779,000**

City of Eureka

Capital Improvement Program 2018
Five Year Summary
FY 2022-23 Projects by Category

Streets & Storm Drains	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2022-23 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	$ 11,450,000		$ 650,000							$ 650,000	$ 10,800,000
Safety Improvement Projects	50,000		50,000						500,000	550,000	$ -
Storm Drain Improvements	-									-	$ -
Bicycle Facilities	-									-	$ -
Sidewalk Repairs Improvements	38,000	58,000								58,000	$ -
Parking Improvements	-									-	$ -
Waterfront Dr. Connection - G to J St.	-									-	$ -
4th Street Underground District	-									-	$ -
Street Configuration Improvements	-									-	$ -
South Eureka Entry Improvements	75,000									-	$ 75,000
Stormwater Trash Capture	-	10,000								10,000	$ -
Tide Gate Repair	38,000							58,000		58,000	$ -
Bay to Zoo Trail	-									-	$ -
Financing Totals	**$ 11,651,000**	**$ 68,000**	**$ 700,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 58,000**	**$ 500,000**	**$ 1,326,000**	**$ 10,875,000**

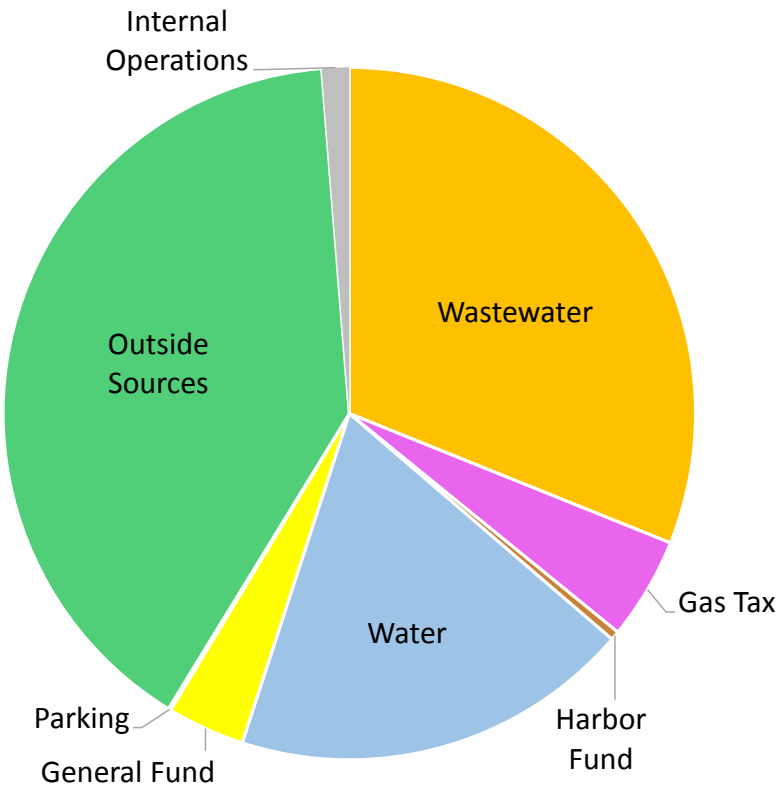
Water Supply Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2022-23 Total	Remaining Costs
Water Distribution System Maintenance	$ 706,000			$ 1,095,000						$ 1,095,000	$ -
Reservior Maintenance & Security Prog.	-									-	$ -
High Tank Pump Sta. Replacement	-									-	$ -
Automated Meter Read (AMR) Update	-									-	$ -
Asset Management Water Project	-									-	$ -
Tank Recoating	-									-	$ -
Financing Totals	**$ 706,000**	**$ -**	**$ -**	**$ 1,095,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,095,000**	**$ -**

Wastewater & Sewer	Project Total	General Fund	GasTax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	Outside Sources	2022-23 Total	Remaining Cost
Infiltration & Inflow Reduction Program	$ 753,000				$ 1,170,000					$ 1,170,000	$ -
Collection System Annual Maintenance	348,000				575,000					575,000	$ -
Wastewater Lift Station Improvements	-									-	$ -
Cross Town Interceptor Maintenance	-									-	$ -
WW Pump Station Upgrade Program	-									-	$ -
Combined Heat & Power Replacement	-									-	$ -
Secondary Clarifier Maintenance	-									-	$ -
WWTP Biosolids Class "A"	-									-	$ -
Headworks Concrete Structure	-									-	$ -
Enclosed Bays & Estuaries	293,000				397,000				188,000	585,000	$ -
Financing Totals	**$ 1,394,000**	**$ -**	**$ -**	**$ -**	**$ 2,142,000**	**$ -**	**$ -**	**$ -**	**$ 188,000**	**$ 2,330,000**	**$ -**
Grand Total	**22,815,000**	**80,000**	**700,000**	**1,290,000**	**2,337,000**	**37,000**	**-**	**253,000**	**4,950,000**	**9,647,000**	**15,697,000**

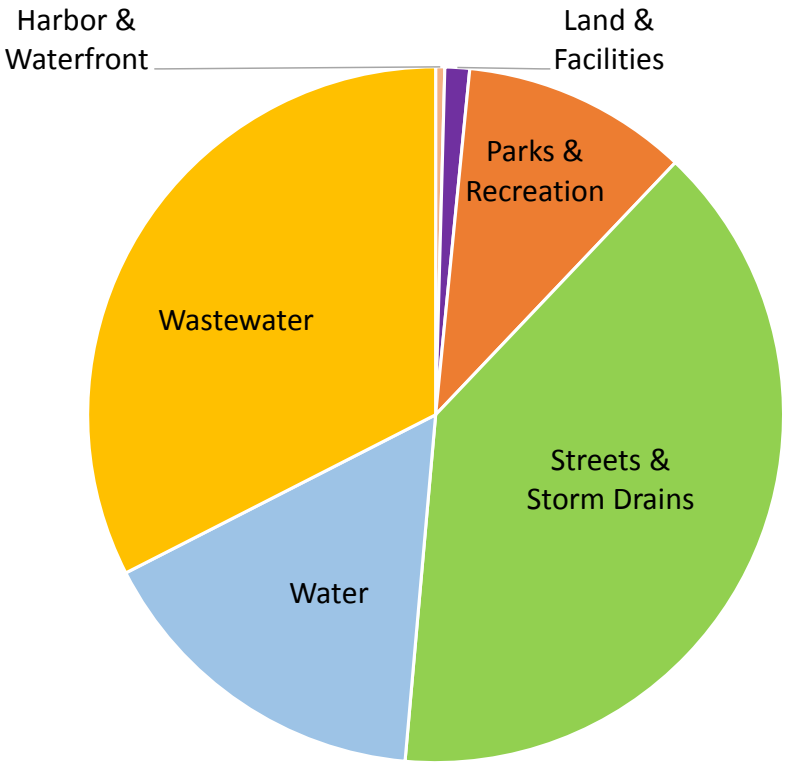
City of Eureka

Capital Improvement Program 2018

FY 2018-19 Sources & Uses



Sources



Uses

Section J:

Budget Reference

CITY of EUREKA

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:

- Budget Calendar
- 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/Q 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 61% of total General Fund revenues. Representing less than 10% or less are the Transient Occupancy Tax at 10% and property taxes at 7%.

What is the General Fund's largest expense?

$13,652,573 or 48% 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 $6,641,589 or 23% of General Fund operating expenditures.

FY2018-19
Budget Preparation Calendar

Date	Task	Staff
January 26, 2018	Mid-Year #'s due from departments	Departments
March 6, 2018	Presentation of 2017-18 Mid-year Budget Report	CM, Finance
March 23, 2018	Departments turn in Fee Schedule changes	Departments
Mar 26 - 30	Analyze Cost Allocation	Departments, Finance
March 30, 2018	All Departments submit complete packets of 2018-19 operating budget requests, all other accompanying materials including service alternatives	Departments
March 30, 2018	Departments turn in budget document narrative, goals & objectives, etc.	Departments
Apr 2 - Apr 6	Departments and Finance meet to review certain revenue projections	Departments, Finance
April 6, 2018	Finance, Personnel & City Manager review personnel service alternatives	CM, Finance, Personnel
Apr 9 - Apr 13	Departments, Finance & City Manager review operating budgets and service alternatives.	CM, Departments, Finance, Personnel
April 16, 2018	Finance Advisory Committee Meeting to recommend fee schedule	CM, Finance, Departments
April 17, 2018	Present the 2018-19 Fee Schedule to Council	CM, Finance
May 1, 2018	Present the 2018-19 Fiscal Year Budget to Council	CM, Finance
May xx, 2018	Special Council meeting for Budget Workshop (1 of 2 - General Fund)	City Council, CM, Finance, and Departments
May xx, 2018	Special Council meeting for Budget Workshop (2 of 2 - Other Funds)	City Council, CM, Finance, and Departments
*5/15/2018	Regular Meeting - Council adopts budget	City Council, CM, Finance

*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.

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 $4.6 million for 2017-18). 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 that it is below, 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 2017-18 budget does not include the $250,000 increase to working capital, nor the $50,000 for the contingency reserve.

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, Harbor, And Building funds. Those amounts are $1,108,428, $1,060,579, $156,349, and $175,198 respectively. Equity balances will also include amounts to be used for future capital projects.

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.

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.

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

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.

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 2011-2015 American Community Survey (ACS), and the California Department of Finance (E-1 & E-4 City and County Population Estimates):

Gender

Male.....51.3%
Female.....48.7%

Age Composition

Under 5 years.....5.7%
5 to 9 years.....5.1%
10 to 14 years.....4.9%
15 to 19 years.....6.4%
20 to 24 years.....10.5%
25 to 34 years.....16.4%
35 to 44 years.....10.9%
45 to 54 years.....12.3%
55 to 59 years.....7.8%
60 to 64 years.....6.1%
65 to 74 years.....7.5%
75 to 84 years.....4.4%
85 years and over.....2.1%
Median age (years).....35.6

Race/Ethnic Origin

White.....72.7%
Hispanic/Latino.....10.0%
Black or African American.....1.9%
American Indian & Alaska Native.....2.8%
Asian.....5.8%
Native Hawaiian and Other Pacific Islander.....0.2%
Some Other race.....0.3%
Two or More Races.....6.3%

Educational Attainment

Less than 9th grade.....3.8%
9th to 12th grade, no diploma.....9.8%
High school graduate.....26.9%
Some college, no degree.....26.0%
Associate's degree.....9.5%
Bachelor's degree.....16.2%
Graduate or professional degree.....7.9%
(Population 25 years and over)

Occupation Composition

Management, business, science And arts.....26.1%
Service.....26.6%
Sales and office 27.7%
Nat. resources, construction, & maintenance.....9.4%
Production, transportation, & materials moving.....10.2%
(Civilian employed population 16 years and over)

Household Income

Less than $10,000.....6.5%
$10,000 to $14,999.....9.8%
$15,000 to $24,999.....17.5%
$25,000 to $34,999.....14.0%
$35,000 to $49,999.....16.8%
$50,000 to $74,999.....15.0%
$75,000 to $99,999.....10.1%
$100,000 to $149,000.....7.8%
$150,000 to $199,999.....0.9%
$200,000 or more.....1.5%
Median household income.....$37,094

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
2016.....26,881
2017.....27,120

Employment by Industry

	Percent
Professional, scientific, management, administrative and waste management services....	7.7%
Agriculture, forestry, fishing and hunting, and mining.....	1.0%
Construction.....	6.6%
Manufacturing.....	3.3%
Wholesale trade.....	2.3%
Retail trade.....	13.8%
Transportation and warehousing, and utilities.....	4.3%
Information.....	1.2%
Finance and insurance, real estate, rental and leasing.....	4.7%
Educational services, health care, and social assistance.....	26.6%
Arts, entertainment, recreation, accommodation, and food services.....	15.1%
Other services (except public administration).....	6.5%
Public administration.....	7.0%

(Civilian employed population 16 years and over)

Principal Property Taxpayers June 30, 2015

Company	Type of Business	Assessed Valuation	% of Total Assessed Valuation
Bayshore Mall	Shopping Mall	$29,726,466	1.32%
Costco	Durable Goods	17,753,641	0.79%
Target Corporation	Durable Goods	16,053,298	0.72%
Red House Fandango		14,011,705	0.62%
PWM Inc.	Durable Goods	13,364,477	0.60%
Pacific Choice Seafood		12,846,128	0.57%
CUE LLC	Investment	12,234,694	0.55%
St Joseph Hospital		11,659,702	0.52%
Schmidbauer Lumber	Lumber	11,388,462	0.51%
Ronald J. Harris Trust	Investment	11,274,749	0.50%

Source: HdL Coren and Cone 2016-2017 Property Data

Appropriations Limit FY 2018-19

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 2018-19 CITY OF EUREKA APPROPRIATIONS LIMIT CALCULATIONS

A. LAST YEAR’S LIMIT		$ 138,844,586
B. ADJUSTMENT FACTORS		
1. Population % (City population growth)		1.019%
2. Inflation % (Change California Per Capita Personal Income)*		3.67%
Population Converted to a Ratio:	$\frac{3.67+100}{100} =$	1.0102
Per Capita Cost of Living Converted to a Ratio:	$\frac{1.019+100}{100} =$	1.0367
Calculation of Factor for Fiscal Year 2017-2018 (Population Ratio x Per Capita Cost of Living Ratio)		1.0473
C. THIS YEAR’S LIMIT:		$ 145,407,405

APPROPRIATIONS SUBJECT TO LIMIT AND AMOUNT UNDER LEGAL LIMIT

A. PROCEEDS OF TAXES	$ 25,690,229
B. EXCLUSIONS	-
C. APPROPRIATIONS SUBJECT TO LIMITATION	25,690,229
D. CURRENT YEAR LIMIT	145,407,405
E. UNDER LIMIT	$ 119,717,176

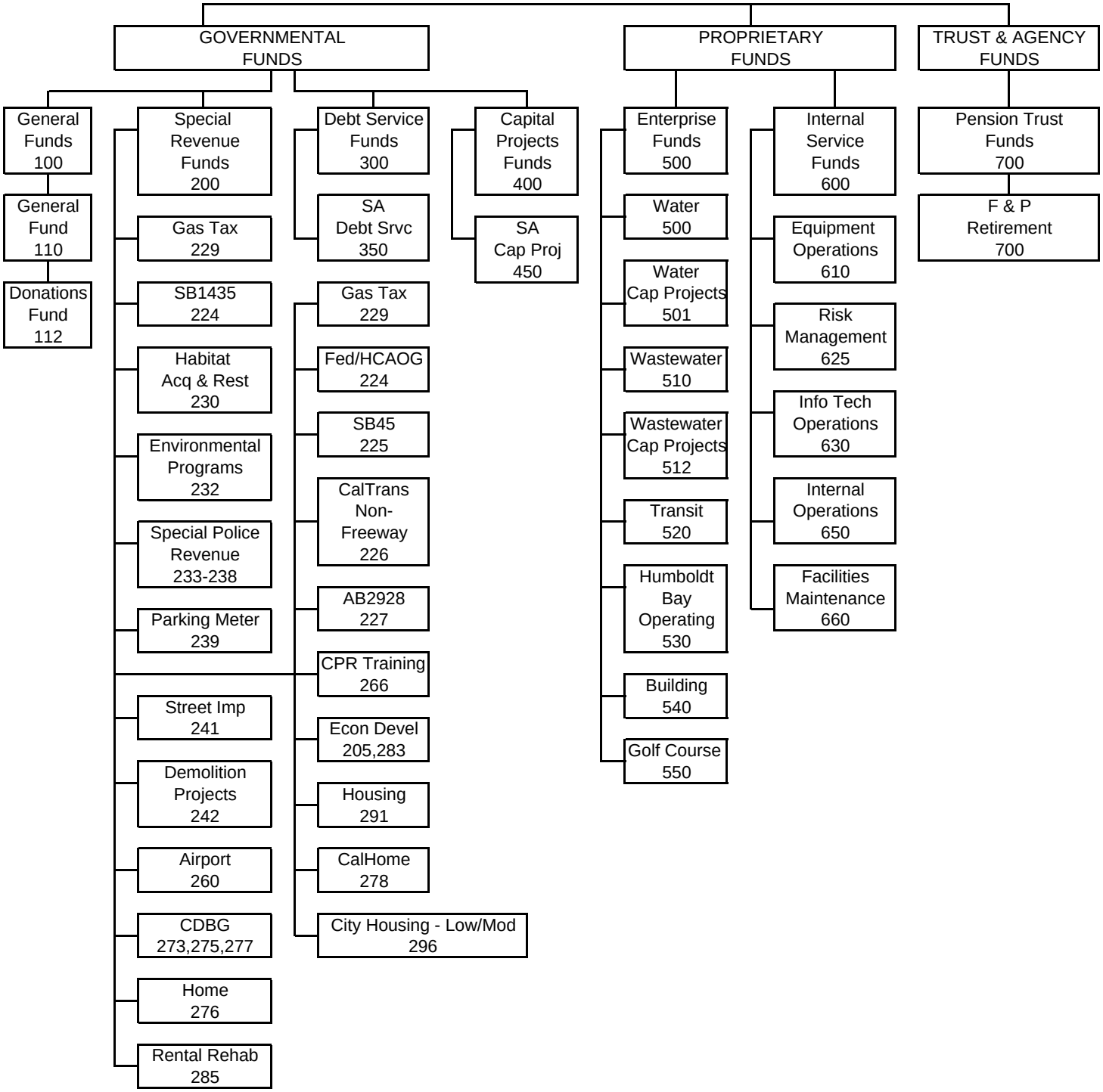
*Estimate

Appropriations Limit FY 2018-19

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 ten year period between fiscal years 2008-09 to 2018-19 the calculated appropriations limit has increased by 38% from $105,359,936 to $145,407,405. During this same time period appropriations subject to this limitation have increased 29% from $19,917,479 to $25,690,229. 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 2018-19



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).

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

Glossary Of Terms

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.

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.

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.

Glossary Of Terms

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, 112)
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.

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 purposed 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.

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

Glossary Of Terms

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 Distribution 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).

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 statue.

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.

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.

Glossary Of Terms

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.

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).