

Fiscal Year 2019-20  
Adopted Budget



# EUREKA

❖ C A L I F O R N I A ❖

## ANNUAL BUDGET

July 1<sup>st</sup>, 2019 – June 30<sup>th</sup>, 2020

*Mayor*

**Susan Seaman**

*Councilmembers*

*Ward 1* **Leslie Castellano**    *Ward 4* **Austin Allison**

*Ward 2* **Heidi Messner**    *Ward 5* **Kim Bergel**

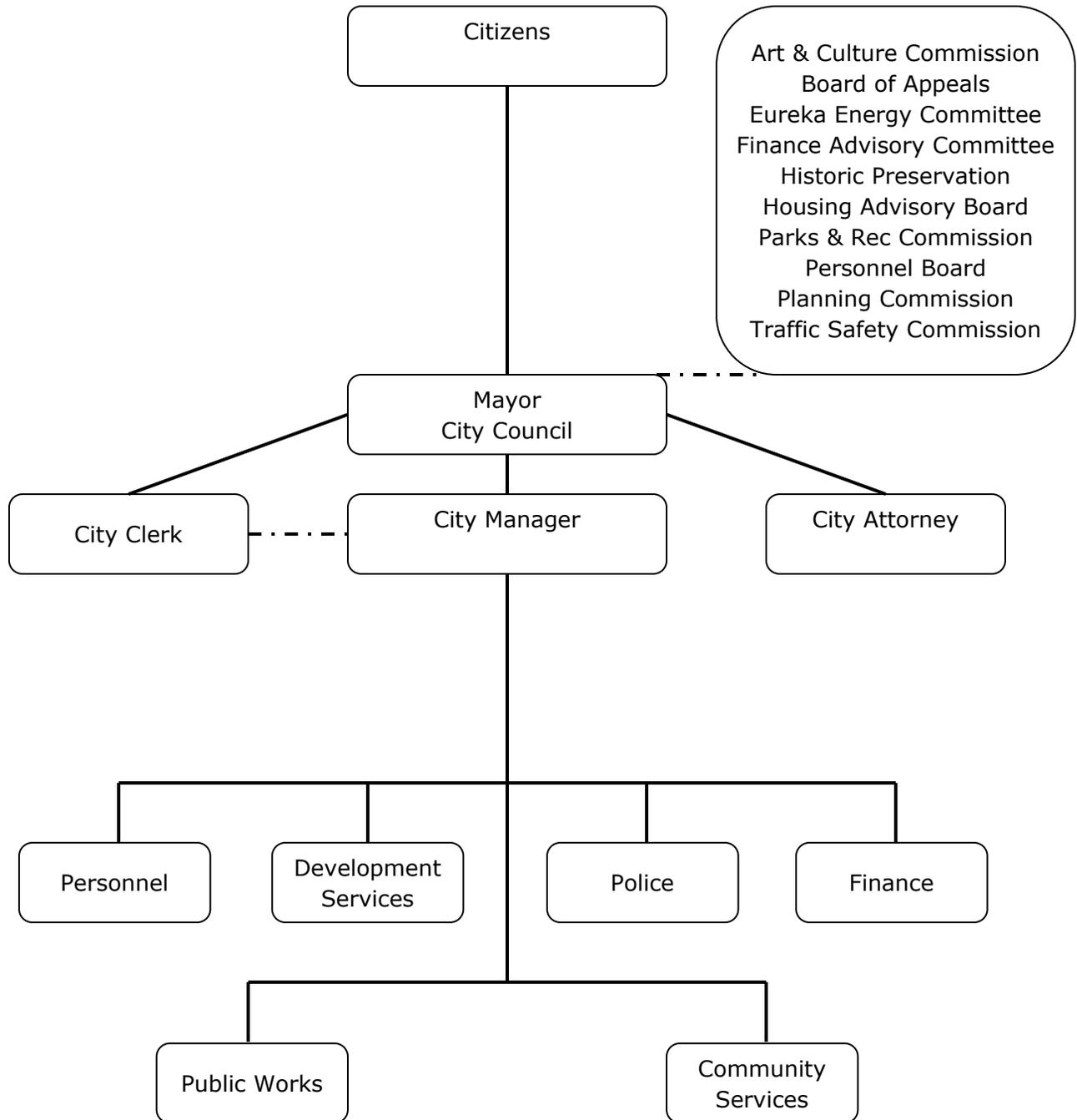
*Ward 3* **Natalie Arroyo**

*City Manager*

**Greg Sparks**



## City Wide Organizational Chart





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Section A:

# Introduction

# City Manager's Transmittal



May 9, 2019

Honorable Mayor and City Council:

I am pleased to submit the Proposed Budget for the 2019-20 Fiscal Year. This budget message outlines principles and important issues of the City's financial planning efforts. The 2019-20 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 2019-20 Proposed Budget maintains the size of the City workforce and continues implementation of the phased in state minimum wage. This budget recognizes the decrease in sales tax revenues and lodging tax income over the past year. The primary cost drivers are personnel related-particularly unfunded pension liability, and workers compensation insurance costs. In addition, property/liability insurance costs have increased significantly. Cost controls and organization right-sizing continue to be a high priority. The market competitiveness of our compensation for police officers and dispatchers continues to be a high priority for recruitment and retention.

## Key Budget Principles

As in past years, the 2019-20 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. 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 2019-20 fiscal year are integral to the accomplishment of the City Council's March 2019 Strategic Vision. 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

There are a number of factors that influence the city's financial outlook-the level of employment and job opportunities, cost and availability of housing, as well as the state and national economy. There are a number of positive signs, including low unemployment, job growth, and an increase in housing units. For FY 2019-20, the overall economic outlook for the City of Eureka remains fairly stable, however leading indicators, such as Sales Tax, Transient Occupancy Tax, and Property Tax revenues are projected to be flat. This coupled with the impact of increased CalPERS expenses is the most significant detriment to improving the sustainability of the General Fund.

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 proposed a ¼ cent sales tax for road improvements in 2018. The tax measure gained the

# City Manager's Transmittal



approval of over 64% of the voters, but needed 2/3 approval to pass. The City anticipates that sales tax funding for roads will be on the ballot in 2020. 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 has been 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 does spend down a portion of reserves primarily due to the anticipated purchase of a fire engine. In addition, \$500,000 of the pension reserve was utilized to fund the increased costs for the fiscal year.

## 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 69% or \$21.3 million of the City's General Fund budget. A range of other City services comprise the balance of the budget. Enterprise funds-particularly water and sewer have benefitted from on-going rate increases that have allowed the city to maintain the system and plan for long term capital improvements.

## Financial Plan Overview

The total Proposed Operating Budget for the City is nearly \$64.9 million for 2019-20. This represents a 2.6% increase from the 2018-19 Adopted Budget. A majority of the increase in operating budgets is due to increased pension, and personal related costs. In addition, this is the fifth 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 revenues and expenditures.

## 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 \$30.8 million for 2019-20, which includes an increase in the operating expenditure budget of 4.6%, or \$1.3 million, from the prior fiscal year.

# City Manager's Transmittal



General Fund Appropriations (in thousands)	2017-18 Projected	2018-19 Proposed	2019-20 Projected
Operating Budgets	\$ 26,866	\$ 28,911	\$ 30,231
Debt Service	130	130	130
Capital Projects	1,295	475	475
Transfers	539	368	-
<b>Total General Fund</b>	<b>\$ 28,830</b>	<b>\$ 29,884</b>	<b>\$ 30,836</b>

The estimated General Fund working capital on June 30, 2019, is \$5.3 million, or 19% 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 \$4.7 million). However, \$2 million of this has been set aside in a pension reserve, some of which will need to be used in the coming year.

**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 remain flat for the next year at \$12.7 million, because of a recent Supreme Court decision regarding online retailers and out-of-state suppliers.
- 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 \$4.4 million in 2019-20. 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 2019-20 budget includes SB 1 funding to support street maintenance, but additional local resources are necessary to make any significant improvement to the overall condition of city

streets.

## 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 was to adopt a balanced General Fund budget, with recurring revenues equaling or exceeding recurring expenditures. However, reserves from both the unencumbered General Fund as well as Pension Reserve were utilized to balance the budget. 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. It cannot be overstated that unfunded pension liability costs are increasing at a rate much greater than revenues and has resulted in stagnant wages impacting recruitment and retention. Impacts on services will become even more pronounced in the next several years.
- **Health Insurance Costs.** The City's health insurance premium projection includes a 5% increase.
- **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 2019-20 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 sales tax measure for streets on the November 2020 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. In addition, the city is embarking on a new tourism marketing strategy that will be initiated

# City Manager's Transmittal



on July 1.

- **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. In addition to deteriorating streets, parks, and public buildings and facilities have a high degree of deferred maintenance. However, the City has been successful in obtaining grant funding to build trails, and for park improvement projects. Grants will continue to be an important source of revenue to meet critical needs.

## Summary

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, but we continue to look for an implement creative means of achieving those goals.

While the recommended budget is balanced-with the use of reserves, 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, Haley Jones, and Sam Cord 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

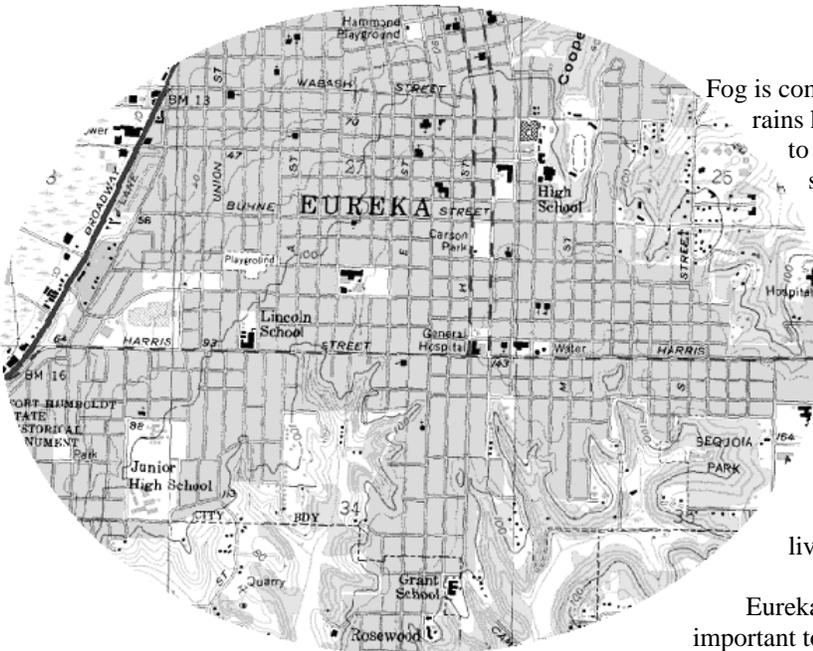
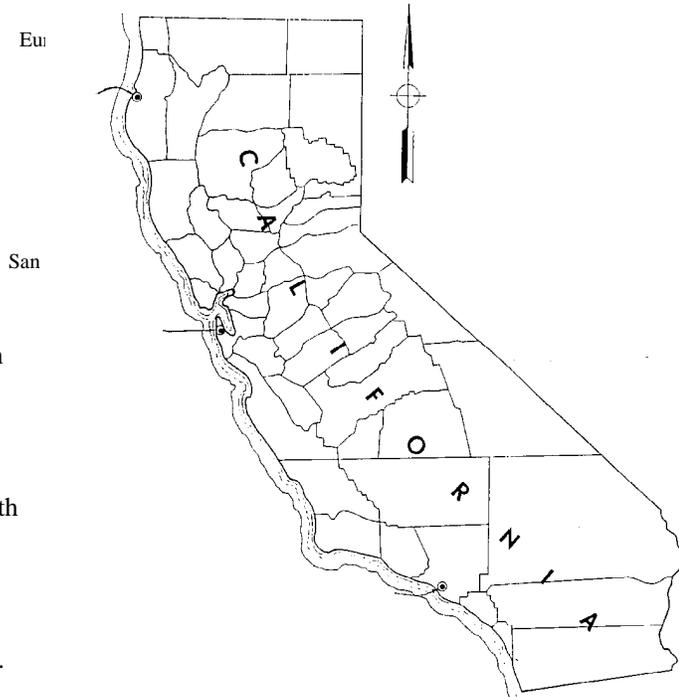
# Community Profile

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

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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, 2018**

*Christopher P. Morill*

Executive Director





## Section B:

# Budget Graphs & Summaries

## Budget Graphs & Summaries - Overview

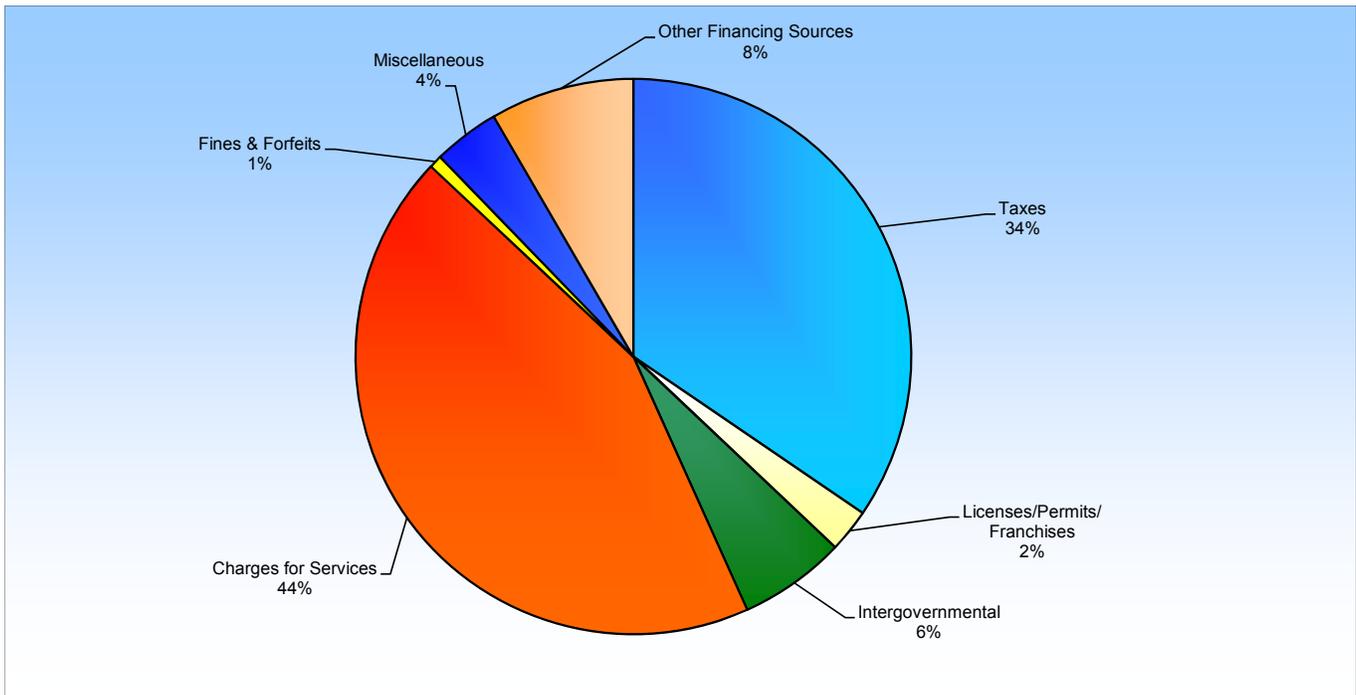
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The budget charts and tables in this section highlight key financial relationships and trends. This section summarizes the budget document with the following charts and tables:

- 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 2018-19; 2019-20; 2020-21

Generally, charts are for the 2019-20 fiscal year, while tables present information for four fiscal periods: 2017-18 Actual, 2018-19 Amended Budget, 2018-19 Estimates (Estimated Actuals), 2019-20 Proposed Budget and 2020-21 Projected Budget.

## SUMMARY OF REVENUE BY SOURCE



### 2019-20 REVENUE SOURCES \$75,986,634

	2017/18 Actual	2018/19 Estimated	2019/20 Budget	2020/21 Budget
Taxes	26,149,108	26,499,225	26,237,129	26,082,345
Licenses/Permits/Franchises	1,934,690	1,952,598	1,924,800	1,924,800
Intergovernmental	10,633,942	4,825,118	4,723,835	4,519,218
Charges for Services	26,604,096	29,833,042	33,235,243	33,808,327
Fines & Forfeits	1,797,689	852,578	568,500	568,500
Miscellaneous	1,268,615	4,336,815	2,930,581	2,114,581
Other Financing Sources	8,767,097	6,366,546	6,366,546	6,366,546
<b>TOTAL</b>	<b>77,155,237</b>	<b>74,665,922</b>	<b>75,986,634</b>	<b>75,384,317</b>

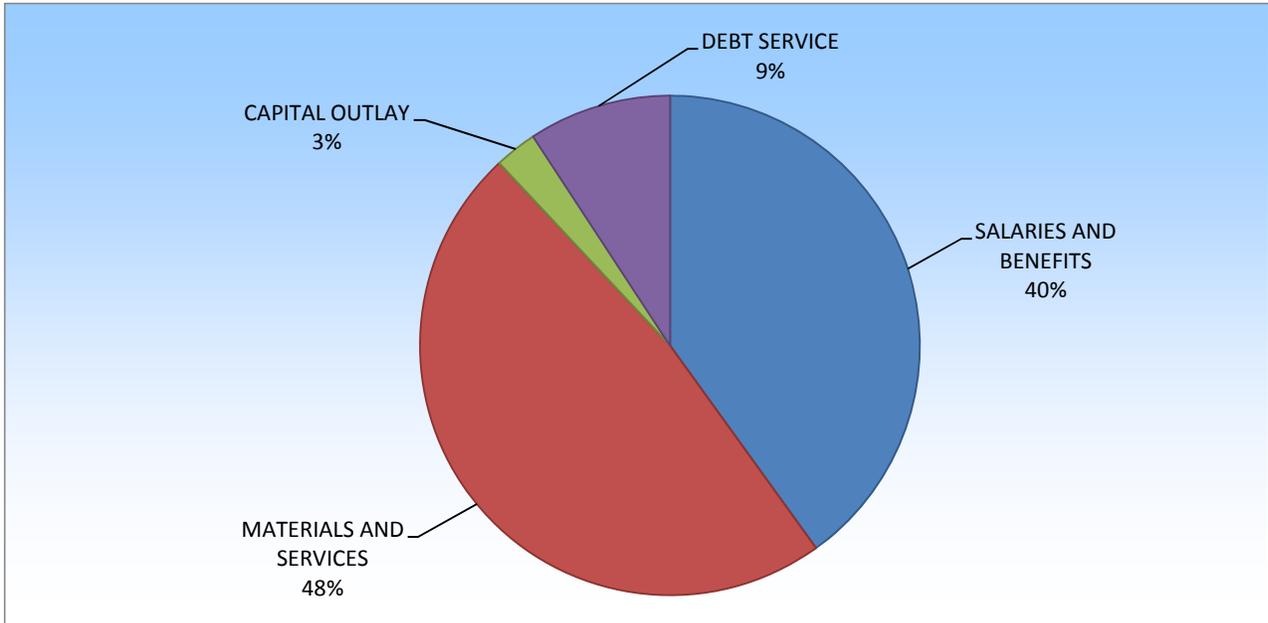
## Revenue Summary By Fund Type

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>GENERAL FUND</b>						
	Taxes	22,613,399	23,231,500	22,951,530	22,976,750	23,168,630
	Licenses/Permits/Franchises	1,413,404	1,392,800	1,392,800	1,392,800	1,392,800
	Intergovernmental	2,774,114	2,504,000	2,666,438	2,688,095	2,688,095
	Charges for Services	1,302,635	1,451,825	1,637,641	1,611,340	1,611,340
	Fines & Forfeits	123,150	210,500	126,500	126,500	126,500
	Miscellaneous	398,831	174,300	394,299	174,300	174,300
	Subtotal	28,625,533	28,964,925	29,169,208	28,969,785	29,161,665
<b>SPECIAL REVENUE FUNDS</b>						
	Taxes	-	50,000	50,000	50,000	50,000
	Licenses/Permits/Franchises	72,864	57,000	57,000	57,000	57,000
	Intergovernmental	5,864,618	1,585,406	1,989,002	1,805,764	1,601,147
	Charges for Services	17,916	30,000	38,970	30,000	30,000
	Fines & Forfeits	311,816	142,000	426,078	142,000	142,000
	Miscellaneous	951,175	11,000	1,261,380	30,000	30,000
	Other Financing Sources	357,415	172,000	-	-	-
	Subtotal	7,575,804	2,047,406	3,822,430	2,114,764	1,910,147
<b>DEBT SERVICE FUNDS</b>						
	Taxes	3,535,709	3,535,709	3,273,413	2,986,097	2,639,433
	Miscellaneous	-	-	-	-	-
	Subtotal	3,535,709	3,535,709	3,273,413	2,986,097	2,639,433
<b>CAPITAL PROJECTS FUNDS</b>						
	Miscellaneous	(16,598)	-	-	-	-
	Subtotal	(16,598)	-	-	-	-
<b>ENTERPRISE FUNDS</b>						
	Taxes	-	224,282	224,282	224,282	224,282
	Licenses/Permits/Franchises	448,422	451,000	502,798	475,000	475,000
	Intergovernmental	1,858,557	-	-	-	-
	Fines & Forfeits	1,362,723	300,000	300,000	300,000	300,000
	Charges for Services	17,189,520	19,368,217	19,011,405	21,410,750	21,980,834
	Miscellaneous	(79,145)	1,943,398	2,681,136	2,726,281	1,910,281
	Other Financing Sources	8,409,682	6,562,546	6,366,546	6,366,546	6,366,546
	Subtotal	29,189,759	28,849,443	29,086,167	31,502,859	31,256,943
<b>INTERNAL SERVICE FUNDS</b>						
	Taxes	-	-	-	-	-
	Intergovernmental	136,653	169,678	169,678	229,976	229,976
	Charges for Services	7,727,252	9,003,388	9,003,388	9,941,515	9,944,515
	Miscellaneous	14,352	-	-	-	-
	Other Financing Sources	-	-	-	-	-
	Subtotal	7,878,257	9,173,066	9,173,066	10,171,491	10,174,491
<b>TRUST FUNDS</b>						
	Charges for Services	366,773	141,638	141,638	241,638	241,638
<b>TOTAL ALL FUND TYPES</b>						
	Taxes	26,149,108	27,041,491	26,499,225	26,237,129	26,082,345
	Licenses/Permits/Franchises	1,934,690	1,900,800	1,952,598	1,924,800	1,924,800
	Intergovernmental	10,633,942	4,259,084	4,825,118	4,723,835	4,519,218
	Charges for Services	26,604,096	29,995,068	29,833,042	33,235,243	33,808,327
	Fines & Forfeits	1,797,689	652,500	852,578	568,500	568,500
	Miscellaneous	1,268,615	2,128,698	4,336,815	2,930,581	2,114,581
	Other Financing Sources	8,767,097	6,734,546	6,366,546	6,366,546	6,366,546
	<b>GRAND TOTAL</b>	<b>77,155,237</b>	<b>72,712,187</b>	<b>74,665,922</b>	<b>75,986,634</b>	<b>75,384,317</b>



**SUMMARY OF OPERATING PROGRAM EXPENDITURES BY TYPE**

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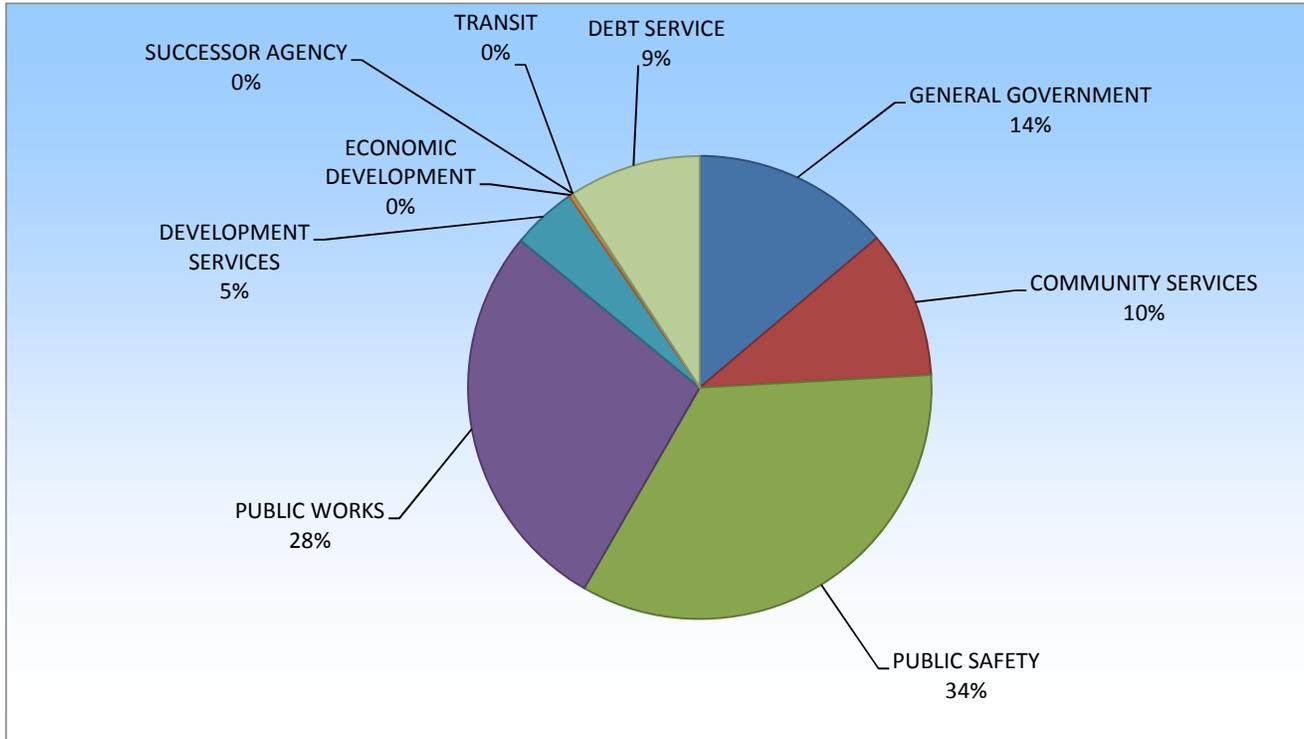


**2019-20 OPERATING BUDGET \$64,867,076**

	<b>2017-18 Actual</b>	<b>2018-19 Amended Budget</b>	<b>2018-19 Estimated Actual</b>	<b>2019-20 Budget</b>	<b>2020-21 Budget</b>
SALARIES AND BENEFITS	23,073,342	25,137,335	24,406,436	25,988,709	26,321,759
MATERIALS AND SERVICES	30,914,775	29,427,156	29,735,430	31,113,362	30,770,185
CAPITAL OUTLAY	1,186,965	2,559,260	2,975,954	1,784,910	1,784,910
DEBT SERVICE	4,266,187	6,128,318	6,112,244	5,980,095	5,643,564
<b>Total *</b>	<b>59,441,269</b>	<b>63,252,069</b>	<b>63,230,064</b>	<b>64,867,076</b>	<b>64,520,418</b>

\* Does not include projects or other financing uses

## SUMMARY OF OPERATING PROGRAM EXPENDITURES BY FUNCTION



### 2019-20 OPERATING BUDGET \$ 64,867,076

	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
GENERAL GOVERNMENT	8,428,417	8,443,980	8,410,980	8,974,208	8,986,334
COMMUNITY SERVICES	6,051,682	6,289,437	6,309,100	6,681,065	6,730,674
PUBLIC SAFETY	19,564,391	21,394,148	20,779,534	22,166,139	22,268,648
PUBLIC WORKS	16,536,557	17,486,063	17,843,758	17,939,855	17,946,558
DEVELOPMENT SERVICES	2,381,093	2,977,006	3,241,331	2,925,942	2,944,640
ECONOMIC DEVELOPMENT	1,087	283,117	283,117	199,772	0
SUCCESSOR AGENCY	49,527	250,000	250,000	0	0
TRANSIT	2,162,328	0	0	0	0
DEBT SERVICE	4,266,187	6,128,318	6,112,244	5,980,095	5,643,564
<b>Total *</b>	<b>59,441,269</b>	<b>63,252,069</b>	<b>63,230,064</b>	<b>64,867,076</b>	<b>64,520,418</b>

\* Does not include projects or other financing uses

**OPERATING EXPENDITURES SUMMARY BY DEPARTMENT**

	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>LEGISLATIVE</b>					
Salaries and Benefits	\$ 119,012	\$ 119,952	\$ 119,952	\$ 98,250	\$ 102,553
Materials and Services	27,509	41,243	43,243	45,488	45,488
Subtotal	<u>146,521</u>	<u>161,195</u>	<u>163,195</u>	<u>143,738</u>	<u>148,041</u>
<b>CITY MANAGER</b>					
Salaries and Benefits	271,646	282,234	282,234	298,321	307,883
Materials and Services	34,077	31,402	31,402	34,612	34,612
Capital Outlay	-	700	700	700	700
Subtotal	<u>305,723</u>	<u>314,336</u>	<u>314,336</u>	<u>333,633</u>	<u>343,195</u>
<b>CITY CLERK</b>					
Salaries and Benefits	599,706	606,393	631,393	716,022	730,441
Materials and Services	2,606,449	2,867,877	2,867,877	3,260,079	3,260,079
Capital Outlay	37,059	20,000	60,000	110,000	110,000
Subtotal	<u>3,243,214</u>	<u>3,494,270</u>	<u>3,559,270</u>	<u>4,086,101</u>	<u>4,100,520</u>
<b>HUMAN RESOURCES</b>					
Salaries and Benefits	373,225	425,537	425,537	463,401	476,102
Materials and Services	76,069	88,676	88,676	122,669	122,669
Capital Outlay	549	1,500	1,500	1,500	1,500
Subtotal	<u>449,843</u>	<u>515,713</u>	<u>515,713</u>	<u>587,570</u>	<u>600,271</u>
<b>FINANCE</b>					
Salaries and Benefits	1,381,066	1,012,135	1,012,135	1,050,629	1,070,297
Materials and Services	4,075,635	2,098,186	1,998,186	2,084,441	2,035,090
Capital Outlay	19,013	1,000	1,000	1,000	1,000
Subtotal	<u>5,475,714</u>	<u>3,111,321</u>	<u>3,011,321</u>	<u>3,136,070</u>	<u>3,106,387</u>
<b>CITY ATTORNEY</b>					
Salaries and Benefits	515,543	454,854	454,854	91,202	92,026
Materials and Services	173,875	159,653	159,653	363,256	363,256
Capital Outlay	-	-	-	-	-
Subtotal	<u>689,418</u>	<u>614,507</u>	<u>614,507</u>	<u>454,458</u>	<u>455,282</u>
<b>POLICE</b>					
Salaries and Benefits	9,224,016	10,222,426	9,571,299	10,551,934	10,654,443
Materials and Services	3,159,641	3,429,623	3,368,571	3,552,845	3,552,845
Capital Outlay	664,837	885,510	905,678	919,510	919,510
Subtotal	<u>13,048,494</u>	<u>14,537,559</u>	<u>13,845,548</u>	<u>15,024,289</u>	<u>15,126,798</u>
<b>FIRE</b>					
Materials and Services	6,511,641	6,842,589	6,874,460	7,127,850	7,127,850
Capital Outlay	-	-	45,526	-	-
Subtotal	<u>6,511,641</u>	<u>6,842,589</u>	<u>6,919,986</u>	<u>7,127,850</u>	<u>7,127,850</u>
<b>COMMUNITY SERVICES</b>					
Salaries and Benefits	3,358,310	3,841,741	3,755,904	4,056,199	4,099,862
Materials and Services	2,653,672	2,399,696	2,505,196	2,576,866	2,582,812
Capital Outlay	39,700	48,000	48,000	48,000	48,000
Subtotal	<u>6,051,682</u>	<u>6,289,437</u>	<u>6,309,100</u>	<u>6,681,065</u>	<u>6,730,674</u>
<b>PUBLIC WORKS</b>					
Salaries and Benefits	5,860,940	6,588,207	6,613,207	7,004,828	7,112,495
Materials and Services	10,648,854	9,749,774	10,036,469	10,583,325	10,483,325
Capital Outlay	425,807	1,602,550	1,648,550	704,200	704,200
Subtotal	<u>16,935,601</u>	<u>17,940,531</u>	<u>18,298,226</u>	<u>18,292,353</u>	<u>18,300,020</u>
<b>DEVELOPMENT SERVICES</b>					
Salaries and Benefits	1,062,125	1,342,218	1,298,283	1,416,285	1,434,019
Materials and Services	921,011	1,463,437	1,506,697	1,356,931	1,157,159
Capital Outlay	-	-	265,000	-	-
Subtotal	<u>1,983,136</u>	<u>2,805,655</u>	<u>3,069,980</u>	<u>2,773,216</u>	<u>2,591,178</u>

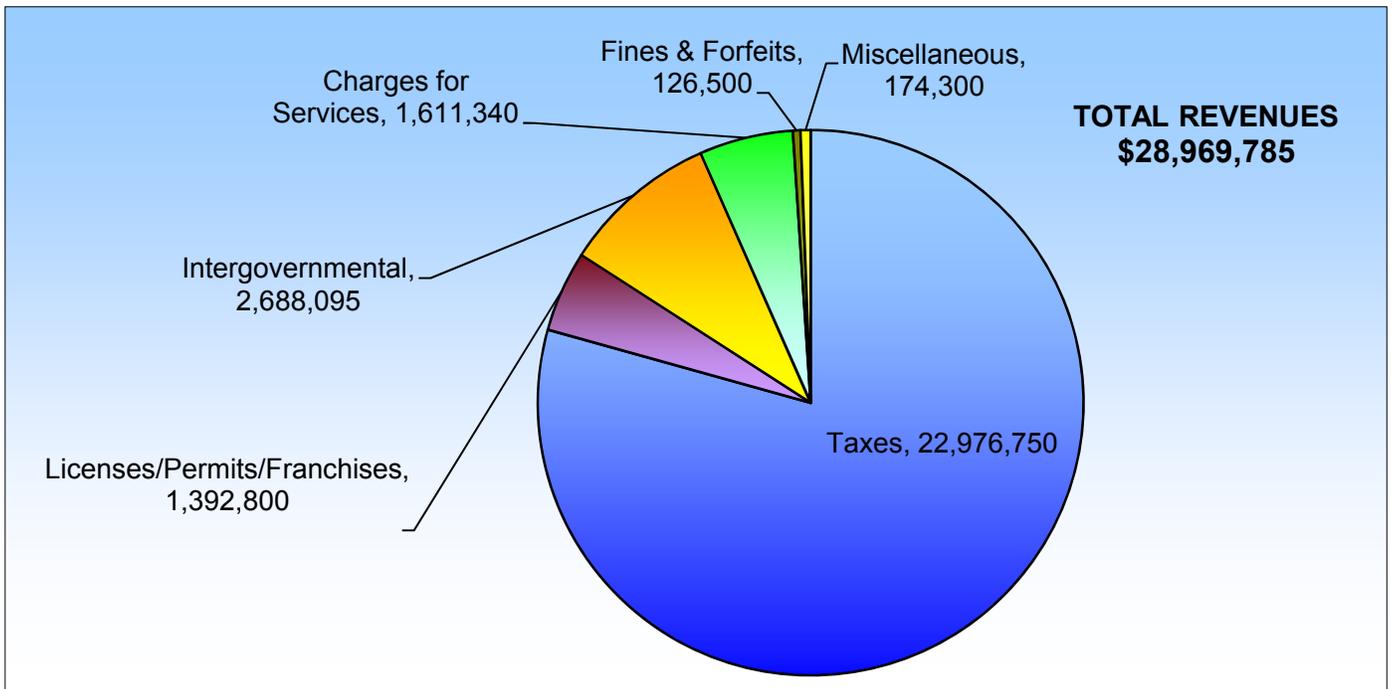
**OPERATING EXPENDITURES SUMMARY BY DEPARTMENT**

	<b>2017-18 Actual</b>	<b>2018-19 Amended Budget</b>	<b>2018-19 Estimated Actual</b>	<b>2019-20 Budget</b>	<b>2020-21 Budget</b>
<b>SUCCESSOR AGENCY</b>					
Salaries and Benefits	27,185	-	-	-	-
Materials and Services	22,342	250,000	250,000	-	-
Subtotal	49,527	250,000	250,000	-	-
<b>TOTAL OPERATING DEPARTMENTS</b>					
Salaries and Benefits	22,792,774	24,895,697	24,164,798	25,747,071	26,080,121
Materials and Services	30,910,775	29,422,156	29,730,430	31,108,362	30,765,185
Capital Outlay	1,186,965	2,559,260	2,975,954	1,784,910	1,784,910
Subtotal	54,890,514	56,877,113	56,871,182	58,640,343	58,630,216
<b>OTHER OPERATING EXPENDITURES:</b>					
<u>Fire &amp; Police Retirement Fund</u>					
Salaries and Benefits	280,568	241,638	241,638	241,638	241,638
Materials and Services	4,000	5,000	5,000	5,000	5,000
Subtotal	284,568	246,638	246,638	246,638	246,638
<b>GRAND TOTAL*</b>	\$ 55,175,082	\$ 57,123,751	\$ 57,117,820	\$ 58,886,981	\$ 58,876,854

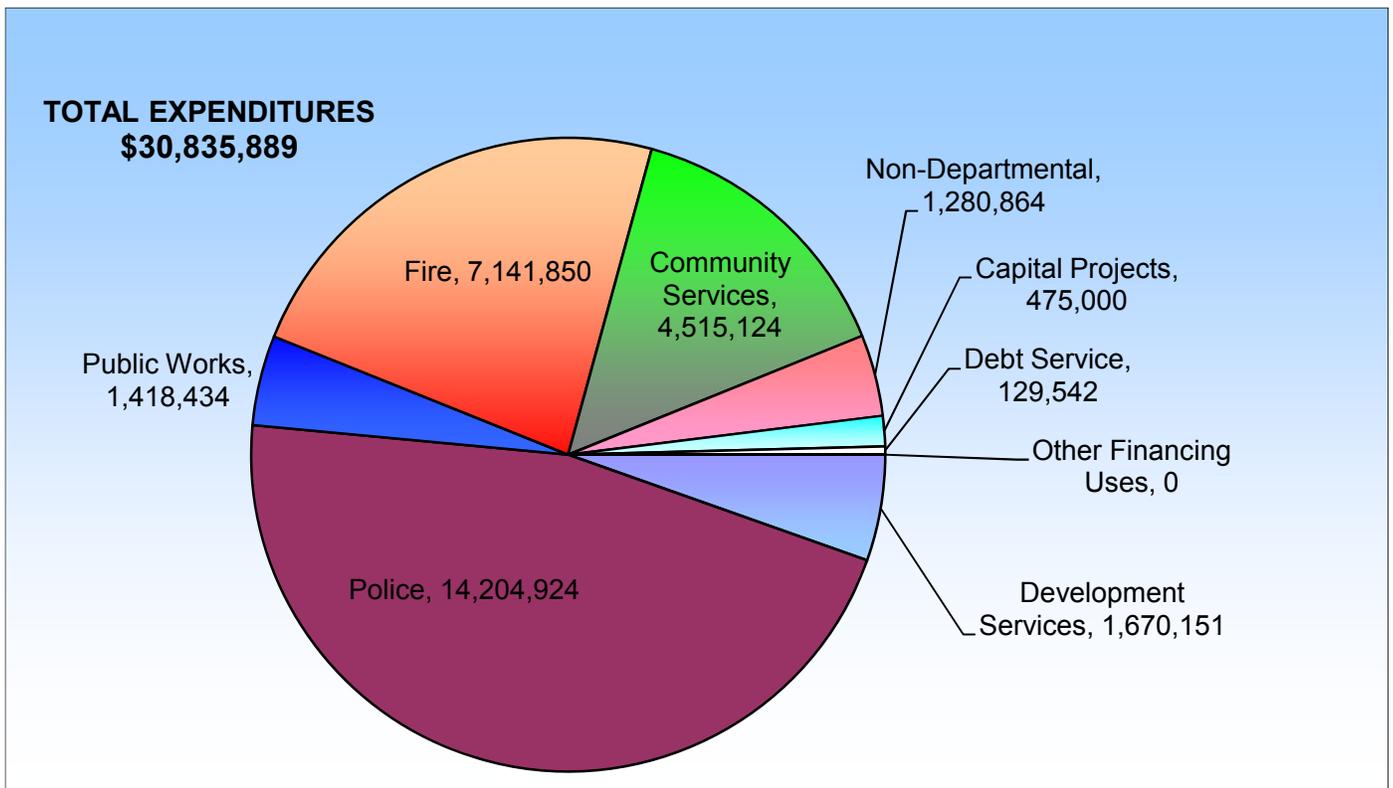
\* Does not include debt service, projects or other financing uses

# General Fund

## REVENUES: WHERE IT COMES FROM



## EXPENDITURES: WHERE IT GOES



# Description of Revenues

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## 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

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## 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

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	FTE Changes
<b>CITY ATTORNEY</b>	
FY18/19: De-allocate City Attorney and Deputy City Attorney positions	(2.00)
	<b>Subtotal (2.00)</b>
<b>CITY CLERK / INFORMATION TECHNOLOGY</b>	
FY18/19: Move (1) Information Technology Analyst partially funded by Police Dept fully to IT Department	1.00
	<b>Subtotal 1.00</b>
<b>PERSONNEL</b>	
FY18/19: De-allocate Deputy City Attorney and allocate (1) Senior Administrative Assistant-Confidential	1.00
	<b>Subtotal 1.00</b>
<b>POLICE</b>	
FY18/19: Reclassify (1) Senior Administrative Assistant-Confidential to Administrative Technician-Confidential	-
FY18/19: Move (1) Information Technology Analyst partially funded by Police Dept fully to IT Department	(1.00)
FY18/19: De-allocate City Attorney position and allocate (1) Evidence Technician I/II position	1.00
	<b>Subtotal -</b>
<b>COMMUNITY SERVICES</b>	
Reclassify Assistant Recreation Coordinator to Recreation / Zoo Activities Coordinator	-
Reclassify Administrative Assistant to Recreation Coordinator	-
Reclassify Senior Zoo Attendant to Recreation / Zoo Activities Coordinator	-
Reclassify (2) Maintenance Worker I/II to Senior Maintenance Worker	-
	<b>Subtotal -</b>
<b>PUBLIC WORKS</b>	
FY18/19: Reclassify Project Manager to Deputy City Engineer	-
FY18/19: Reclassify Building Division Manager to Plans Examiner	-
FY18/19: Reclassify (1) Building Inspector I/II to Senior Building Inspector	-
Reclassify Project Manager to Special Projects Manager	-
	<b>Subtotal -</b>
<b>Total Change in FTE Positions</b>	<b>-</b>

## FULL-TIME EQUIVALENT POSITIONS BY DEPARTMENT

Department / Position	Adopted 2017-18 Budget	2017-18 Actual	2018-19 Budget	2019-20 Budget
<b>CITY MANAGER</b>				
City Manager	1.00	1.00	1.00	1.00
Executive Assistant / Deputy City Clerk	0.50	0.50	0.50	0.50
<b>Subtotal</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>
<b>CITY CLERK / INFORMATION TECHNOLOGY</b>				
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 Technology Analyst I/II	1.00	1.00	1.00	2.00
Information Technology Services Manager	1.00	1.00	1.00	1.00
Senior Information Technology Analyst	1.00	1.00	1.00	1.00
<b>Subtotal</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>5.50</b>
<b>PERSONNEL</b>				
Human Resources Director	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00
Senior Administrative Assistant-Confidential	1.00	1.00	-	1.00
Senior Human Resources Analyst	1.00	1.00	1.00	1.00
<b>Subtotal</b>	<b>4.00</b>	<b>4.00</b>	<b>3.00</b>	<b>4.00</b>
<b>FINANCE</b>				
Finance Director	1.00	1.00	1.00	1.00
Accountant I/II	2.00	2.00	2.00	2.00
Accounting Specialist	4.00	1.00	1.00	1.00
Accounting Technician I/II	3.00	3.00	3.00	3.00
Payroll Technician	-	2.00	2.00	2.00
Administrative Assistant-Confidential	1.00	1.00	1.00	1.00
Deputy Finance Director	1.00	1.00	1.00	1.00
<b>Subtotal</b>	<b>12.00</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>
<b>CITY ATTORNEY</b>				
City Attorney	1.00	1.00	1.00	-
Deputy City Attorney	1.00	1.00	1.00	-
Legal Assistant	1.00	1.00	1.00	1.00
<b>Subtotal</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>1.00</b>
<b>POLICE</b>				
Police Chief	1.00	1.00	1.00	1.00
Administrative Technician I/II	1.00	1.00	1.00	1.00
Administrative Technician I/II-Confidential	-	-	-	1.00
Animal Control Officer	1.00	1.00	1.00	1.00
Communications Dispatcher	7.00	7.00	7.00	7.00
Communications Manager	-	1.00	1.00	1.00
Communications Supervisor	1.00	-	-	-
Community Services Officer	-	2.00	2.00	2.00
Crime Analyst	1.00	1.00	1.00	1.00
Evidence Technician	1.00	1.00	1.00	2.00
Information Services Analyst I/II	1.00	1.00	1.00	-
Park Ranger	-	-	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00
Police Officer	43.00	42.00	38.00	38.00
Police Property Coordinator	-	1.00	1.00	1.00
Police Property Technician	2.00	1.00	1.00	1.00

## FULL-TIME EQUIVALENT POSITIONS BY DEPARTMENT

Department / Position	Adopted 2017-18 Budget	2017-18 Actual	2018-19 Budget	2019-20 Budget
<b>POLICE (Continued)</b>				
Police Records Specialist I/II	5.00	3.00	3.00	3.00
Police Records Technician		1.00	1.00	1.00
Police Records Supervisor	1.00	-	-	-
Police Records Manager		1.00	1.00	1.00
Police Sergeant	9.00	9.00	9.00	9.00
Senior Administrative Services Assistant	1.00	1.00	1.00	-
Senior Communications Dispatcher	3.00	4.00	4.00	4.00
Support Services Manager	1.00	-	-	-
<b>Subtotal</b>	<b>81.00</b>	<b>81.00</b>	<b>78.00</b>	<b>78.00</b>
<b>COMMUNITY SERVICES</b>				
Community Services Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	-
Administrative Technician I/II	1.00	1.00	1.00	1.00
Animal Curator	1.00	1.00	1.00	1.00
Assistant Recreation Coordinator	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	-	-	-
Facilities Maintenance Superintendent	1.00	1.00	1.00	1.00
Facilities Maintenance Technician	1.70	2.00	2.00	2.00
Facilities Maintenance Specialist	-	1.00	1.00	1.00
Harbor Operations Supervisor	1.00	1.00	1.00	1.00
Harbor Operations Technician I/II	2.00	2.00	2.00	2.00
Harbor Recreation Coordinator	1.00	1.00	1.00	1.00
Maintenance Worker I/II	5.00	5.00	5.00	3.00
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	-	-	-	2.00
Recreation / Zoo Activities Coordinator (RPT)	0.70	0.70	0.70	0.70
Recreation / Zoo Activities Coordinator (RPT)	0.64	0.64	0.64	0.64
Recreation Coordinator	1.00	1.00	2.00	3.00
Recreation Supervisor	1.00	1.00	1.00	1.00
Senior Maintenance Worker	-	-	-	2.00
Senior Zoo Attendant	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
<b>Subtotal</b>	<b>37.04</b>	<b>37.34</b>	<b>38.34</b>	<b>38.34</b>
<b>PUBLIC WORKS</b>				
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	1.00
Building Division Manager	-	1.00	1.00	-
Code Enforcement Inspector	2.00	1.00	1.00	1.00
Code Enforcement Program Manager	-	1.00	1.00	1.00

## FULL-TIME EQUIVALENT POSITIONS BY DEPARTMENT

Department / Position	Adopted 2017-18 Budget	2017-18 Actual	2018-19 Budget	2019-20 Budget
<b>PUBLIC WORKS (Continued)</b>		-	-	-
Deputy City Engineer	-	-	-	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
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	-	-
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	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	8.50	8.50	8.50
Plans Examiner	-	-	-	1.00
Plans Examiner / Senior Building Inspector	1.00	-	-	-
Project Manager	2.00	2.00	2.00	1.00
Senior Building Inspector	-	-	-	1.00
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	3.00	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
<b>Subtotal</b>	<b>71.00</b>	<b>74.00</b>	<b>74.00</b>	<b>74.00</b>
<b>DEVELOPMENT SERVICES</b>				
Development Services Director	1.00	1.00	1.00	1.00
Assistant/Associate Planner	2.00	3.00	2.00	2.00
Deputy Development Services Director	1.00	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
	<b>11.00</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>
<b>TOTAL</b>	<b>225.04</b>	<b>228.34</b>	<b>225.34</b>	<b>225.34</b>

# Recap of Funds - FY 2018/19

Fund Description	Beginning Working Capital	Projected Revenues	Transfers In	Operating	Debt Serv	Projects	Transfers Out	Ending Working Capital
<b>CITY FUNDS</b>								
General	5,193,121	29,109,111	0	28,166,117	129,542	674,215	0	5,332,358
Donations	129,945	60,097	0	140,691	0	0	0	49,351
Economic Development	564,173	0	0	283,117	0	0	0	281,056
Gas Tax	(283,053)	1,494,728	0	613,689	0	980,348	0	(382,362)
Habitat Acq. & Rest.	31,254	0	0	0	0	235,871	0	(204,617)
Environmental Programs	244,019	75,437	0	134,585	0	0	0	184,871
Police Special Revenue	1,706,123	1,189,665	0	803,510	0	0	0	2,092,278
Parking Fund	(64,065)	149,000	0	106,081	0	15,000	0	(36,146)
Street Improvements	120,801	25,934	0	0	0	0	0	146,735
Demolition Projects	(1,408,795)	0	0	0	0	300,000	0	(1,708,795)
Airport	(126,866)	38,669	0	347,972	0	0	0	(436,169)
Housing	2,245,590	848,997	0	768,052	0	0	0	2,326,535
Water	10,702,105	8,865,473	0	6,672,035	1,409,587	28,300	1,900,000	9,557,656
Water Capital	1,128,259	0	1,900,000	0	0	1,334,609	0	1,693,650
Wastewater Operating	4,205,215	9,957,887	0	6,542,729	1,293,575	131,391	4,466,546	1,728,861
Wastewater Capital	(1,390,857)	1,756,739	4,466,546	0	0	3,468,643	0	1,363,785
Transit	445,181	0	0	0	0	0	0	445,181
Humboldt Bay	(1,808,081)	1,000,489	0	936,220	174,282	1,722,965	0	(3,641,059)
Building	172,685	1,100,033	0	1,122,090	0	0	0	150,628
Golf Course	90,172	39,000	0	0	0	128,695	0	477
Equipment Operations	1,851,007	1,901,495	0	2,632,698	0	0	0	1,119,804
Risk Management	(461,307)	1,967,500	0	1,898,022	0	0	0	(391,829)
Information Technology Oper	343,429	1,241,746	0	1,296,075	0	0	0	289,100
Internal Operations	(3,175)	3,089,062	0	3,130,862	0	0	0	(44,975)
Facilities Operations	0	973,263	0	1,026,637	0	0	0	(53,374)
F & P Retirement	119,376	141,638	0	246,638	0	0	0	14,376
	<u>23,746,256</u>	<u>65,025,963</u>	<u>6,366,546</u>	<u>56,867,820</u>	<u>3,006,986</u>	<u>9,020,037</u>	<u>6,366,546</u>	<u>19,877,376</u>
<b>SUCCESSOR AGENCY / ERA FUNDS</b>								
Successor Agency-Debt Svc	1,055,093	3,273,413	0	250,000	3,105,258	0	0	973,248
Successor Agency-Cap Proj	45,561	0	0	0	0	0	0	45,561
	<u>1,100,654</u>	<u>3,273,413</u>	<u>0</u>	<u>250,000</u>	<u>3,105,258</u>	<u>0</u>	<u>0</u>	<u>1,018,809</u>
<b>TOTAL - ALL FUNDS</b>	<u>24,846,910</u>	<u>68,299,376</u>	<u>6,366,546</u>	<u>57,117,820</u>	<u>6,112,244</u>	<u>9,020,037</u>	<u>6,366,546</u>	<u>20,896,185</u>

# Recap of Funds - FY 2019-20

Fund Description	Beginning Working Capital	Projected Revenues	Transfers In	Operating	Debt Serv	Projects	Transfers Out	Ending Working Capital
<b>CITY FUNDS</b>								
General	5,332,358	28,969,785	0	30,231,347	129,542	475,000	0	3,466,254
Donations	49,351	0	0	49,351	0	0	0	0
Economic Development	281,056	0	0	199,772	0	0	0	81,284
Gas Tax	(382,362)	1,375,147	0	653,483	0	743,507	0	(404,205)
Habitat Acq. & Rest.	(204,617)	204,617	0	0	0	0	0	0
Environmental Programs	184,871	66,000	0	102,178	0	0	0	148,693
Police Special Revenue	2,092,278	230,000	0	803,510	0	0	0	1,518,768
Parking Fund	(36,146)	149,000	0	103,175	0	15,000	0	(5,321)
Street Improvements	146,735	0	0	0	0	0	0	146,735
Demolition Projects	(1,708,795)	0	0	0	0	300,000	0	(2,008,795)
Airport	(436,169)	40,000	0	34,071	0	0	0	(430,240)
Housing	2,326,535	50,000	0	779,097	0	0	0	1,597,438
Water	9,557,656	9,345,414	0	6,695,429	1,399,417	23,100	1,900,000	8,885,124
Water Capital	1,693,650	0	1,900,000	0	0	7,086,000	0	(3,492,350)
Wastewater Operating	1,728,861	11,855,336	0	6,868,025	1,290,757	48,400	4,466,546	910,469
Wastewater Capital	1,363,785	1,971,454	4,466,546	0	0	6,957,829	0	843,956
Transit	445,181	0	0	0	0	0	0	445,181
Humboldt Bay	(3,641,059)	969,109	0	922,262	174,282	151,000	0	(3,919,494)
Building	150,628	995,000	0	1,146,171	0	0	0	(543)
Golf Course	477	0	0	0	0	0	0	477
Equipment Operations	1,119,804	2,096,216	0	2,096,225	0	0	0	1,119,795
Risk Management	(391,829)	2,268,441	0	2,248,301	0	0	0	(371,689)
Information Technology Oper	289,100	1,503,441	0	1,490,383	0	0	0	302,158
Internal Operations	(44,975)	3,081,893	0	3,076,062	0	0	0	(39,144)
Facilities Operations	(53,374)	1,221,500	0	1,141,501	0	0	0	26,625
F & P Retirement	14,376	241,638	0	246,638	0	0	0	9,376
	19,877,376	66,633,991	6,366,546	58,886,981	2,993,998	15,799,836	6,366,546	8,830,552
<b>SUCCESSOR AGENCY FUNDS</b>								
Successor Agency-Debt Svc	973,248	2,986,097	0	0	2,986,097	0	0	973,248
<b>TOTAL - ALL FUNDS</b>	<b>20,850,624</b>	<b>69,620,088</b>	<b>6,366,546</b>	<b>58,886,981</b>	<b>5,980,095</b>	<b>15,799,836</b>	<b>6,366,546</b>	<b>9,803,800</b>

# Recap of Funds - FY 2020/21

Fund Description	Beginning Working Capital	Projected Revenues	Transfers In	Operating	Debt Serv	Projects	Transfers Out	Ending Working Capital
<b>CITY FUNDS</b>								
General	3,466,254	29,161,665	0	30,386,016	129,542	25,000	0	2,087,361
Donations	0	0	0	5,946	0	0	0	(5,946)
Economic Development	81,284	0	0	0	0	0	0	81,284
Gas Tax	(404,205)	1,375,147	0	659,229	0	743,507	0	(431,794)
Habitat Acq. & Rest.	0	0	0	0	0	0	0	0
Environmental Programs	148,693	66,000	0	102,807	0	0	0	111,886
Police Special Revenue	1,518,768	230,000	0	803,510	0	0	0	945,258
Parking Fund	(5,321)	149,000	0	104,712	0	15,000	0	23,967
Street Improvements	146,735	0	0	0	0	0	0	146,735
Demolition Projects	(2,008,795)	0	0	0	0	300,000	0	(2,308,795)
Airport	(430,240)	40,000	0	34,119	0	0	0	(424,359)
Housing	1,597,438	50,000	0	779,883	0	0	0	867,555
Water	8,885,124	9,741,231	0	6,716,749	1,405,713	53,100	1,900,000	8,550,793
Water Capital	(3,492,350)	0	1,900,000	0	0	2,000,000	0	(3,592,350)
Wastewater Operating	910,469	12,029,603	0	6,822,297	1,294,595	48,400	4,466,546	308,234
Wastewater Capital	843,956	1,155,454	4,466,546	0	0	2,377,000	0	4,088,956
Transit	445,181	0	0	0	0	0	0	445,181
Humboldt Bay	(3,919,494)	969,109	0	926,560	174,282	151,000	0	(4,202,227)
Building	(543)	995,000	0	1,159,244	0	0	0	(164,787)
Golf Course	477	0	0	0	0	0	0	477
Equipment Operations	1,119,795	2,096,216	0	2,105,578	0	0	0	1,110,433
Risk Management	(371,689)	2,271,441	0	2,248,301	0	0	0	(348,549)
Information Technology Oper	302,158	1,503,441	0	1,503,993	0	0	0	301,606
Internal Operations	(39,144)	3,081,893	0	3,115,329	0	0	0	(72,580)
Facilities Operations	26,625	1,221,500	0	1,155,943	0	0	0	92,182
F & P Retirement	9,376	241,638	0	246,638	0	0	0	4,376
	8,830,552	66,378,338	6,366,546	58,876,854	3,004,132	5,713,007	6,366,546	7,614,897
<b>SUCCESSOR AGENCY FUNDS</b>								
Successor Agency-Debt Svc	973,248	2,639,433	0	0	2,639,432	0	0	973,249
<b>TOTAL - ALL FUNDS</b>	<b>9,803,800</b>	<b>69,017,771</b>	<b>6,366,546</b>	<b>58,876,854</b>	<b>5,643,564</b>	<b>5,713,007</b>	<b>6,366,546</b>	<b>8,588,146</b>



## Section C:

# Program Summaries

## Program Summaries – Overview

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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 (2017-18) and the 2018-19 budget and estimated actual, as well as the proposed amount for the fiscal year covered by the 2019-20 annual budget and the 2020-21 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 2018-2019 and 2019-20.
- E. Service Level Changes - Details any projected changes in program service levels for the budget year.
- F. 2019-20 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

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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:

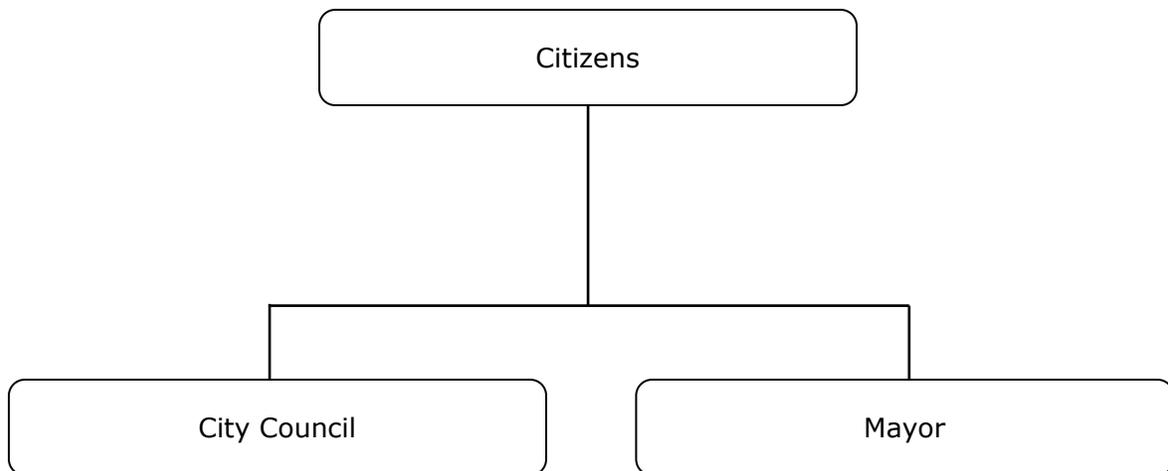
1. The Equipment Operations fund is allocated to the respective departments based on a weighted average that considers, but is not limited to, the number of vehicles/equipment, average annual usage and the maintenance/replacement costs.
2. Expenditures that benefit all departments and/or funds such as 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.





## Organizational Chart

### Legislative



# Department Summary - Legislative

**DEPARTMENT DESCRIPTION:**

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

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>EXPENDITURES BY PROGRAM:</b>					
City Council	\$ 118,581	\$ 126,916	\$ 126,916	\$ 126,056	\$ 129,977
Mayor	27,940	34,279	36,279	17,682	18,064
<b>Total</b>	<u>\$ 146,521</u>	<u>\$ 161,195</u>	<u>\$ 163,195</u>	<u>\$ 143,738</u>	<u>\$ 148,041</u>
<b>EXPENDITURES BY CATEGORY:</b>					
Salaries and Benefits	\$ 119,012	\$ 119,952	\$ 119,952	\$ 98,250	\$ 102,553
Services and Supplies	27,509	41,243	43,243	45,488	45,488
<b>Total</b>	<u>\$ 146,521</u>	<u>\$ 161,195</u>	<u>\$ 163,195</u>	<u>\$ 143,738</u>	<u>\$ 148,041</u>
<b>EXPENDITURES BY FUND:</b>					
Internal Operations	\$ 146,521	\$ 161,195	\$ 163,195	\$ 143,738	\$ 148,041
<b>Total</b>	<u>\$ 146,521</u>	<u>\$ 161,195</u>	<u>\$ 163,195</u>	<u>\$ 143,738</u>	<u>\$ 148,041</u>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PERSONNEL:</b>				
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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 94,183	\$ 93,976	\$ 93,976	\$ 89,727	\$ 93,648
Services and Supplies	24,398	32,940	32,940	36,329	36,329
Capital Outlay	-	-	-	-	-
<b>Total Expenditures</b>	<u>\$ 118,581</u>	<u>\$ 126,916</u>	<u>\$ 126,916</u>	<u>\$ 126,056</u>	<u>\$ 129,977</u>
<b>EXPENDITURES BY FUND:</b>					
Internal Operations	118,581	126,916	126,916	126,056	129,977
<b>Total</b>	<u>\$ 118,581</u>	<u>\$ 126,916</u>	<u>\$ 126,916</u>	<u>\$ 126,056</u>	<u>\$ 129,977</u>

# 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:**

<b>Program/Service Outcomes: (objectives based)</b>	<b>2017-18 Actual</b>	<b>2018-19 Target</b>	<b>2018-19 Estimated</b>	<b>2019-20 Target</b>
Represent the City on local/regional/state-boards/commissions	Yes	Yes	Yes	Yes
Provide open public meetings	100%	100%	100%	100%
Participate in team development to establish/update goals	Yes	Yes	Yes	Yes

<b>Program/Service Outputs: (product based)</b>	<b>2017-18 Actual</b>	<b>2018-19 Target</b>	<b>2018-19 Estimated</b>	<b>2019-20 Target</b>
Representation on local/state boards/commissions	35	35	35	35
Regular City Council/Redevelopment Agency meetings	24	24	24	24
Special City Council/Redevelopment Agency meetings	14	12	12	12
Ordinances adopted	10	16	16	16
Resolutions adopted	66	69	69	69
Estimated Council agenda items considered	355	412	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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 24,829	\$ 25,976	\$ 25,976	\$ 8,523	\$ 8,905
Services and Supplies	3,111	8,303	10,303	9,159	9,159
<b>Total Expenditures</b>	<b>\$ 27,940</b>	<b>\$ 34,279</b>	<b>\$ 36,279</b>	<b>\$ 17,682</b>	<b>\$ 18,064</b>
<b>EXPENDITURES BY FUND:</b>					
Internal Operations	\$ 27,940	\$ 34,279	\$ 36,279	\$ 17,682	\$ 18,064
<b>Total</b>	<b>\$ 27,940</b>	<b>\$ 34,279</b>	<b>\$ 36,279</b>	<b>\$ 17,682</b>	<b>\$ 18,064</b>

# 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:**

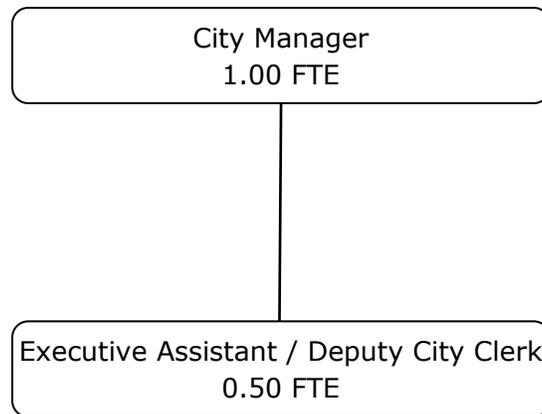
<b>Program/Service Outcomes: (objectives based)</b>	<b>2017-18 Actual</b>	<b>2018-19 Target</b>	<b>2018-19 Estimated</b>	<b>2019-20 Budget</b>
Represent the City on local/regional/state boards/commissions	Yes	Yes	Yes	Yes
Provide open public meetings	100%	100%	100%	100%
Appoint citizen volunteers to advisory boards/commission/committees	Yes	Yes	Yes	Yes
Participate in team development to establish/update goals	Yes	Yes	Yes	Yes

<b>Program/Service Outputs: (product based)</b>	<b>2017-18 Actual</b>	<b>2018-19 Target</b>	<b>2018-19 Estimated</b>	<b>2019-20 Target</b>
Representation on local/state boards/commissions	4	4	4	4
Regular City Council/Redevelopment Agency meetings	24	24	24	24
Special City Council/Redevelopment Agency meetings	14	12	12	12
Citizen advisory board/commissioners appointed	30	24	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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>EXPENDITURES BY PROGRAM:</b>					
City Manager	\$ 305,723	\$ 314,336	\$ 314,336	\$ 333,633	\$ 343,195
<b>Total</b>	<b>\$ 305,723</b>	<b>\$ 314,336</b>	<b>\$ 314,336</b>	<b>\$ 333,633</b>	<b>\$ 343,195</b>

## EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 271,646	\$ 282,234	\$ 282,234	\$ 298,321	\$ 307,883
Services and Supplies	34,077	31,402	31,402	34,612	34,612
Capital Outlay	-	700	700	700	700
<b>Total</b>	<b>\$ 305,723</b>	<b>\$ 314,336</b>	<b>\$ 314,336</b>	<b>\$ 333,633</b>	<b>\$ 343,195</b>

## EXPENDITURES BY FUND:

Internal Operations Fund	305,723	314,336	314,336	333,633	343,195
<b>Total</b>	<b>\$ 305,723</b>	<b>\$ 314,336</b>	<b>\$ 314,336</b>	<b>\$ 333,633</b>	<b>\$ 343,195</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
City Manager	1.00	1.00	1.00	1.00
Executive Assistant / Deputy City Clerk	0.50	0.50	0.50	0.50
<b>Total</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>

# General Government

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**DEPARTMENT:** City Manager

**FUND:** Internal Operations

**PROGRAM:** City Manager

**ACCOUNT:** 41400

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**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:**

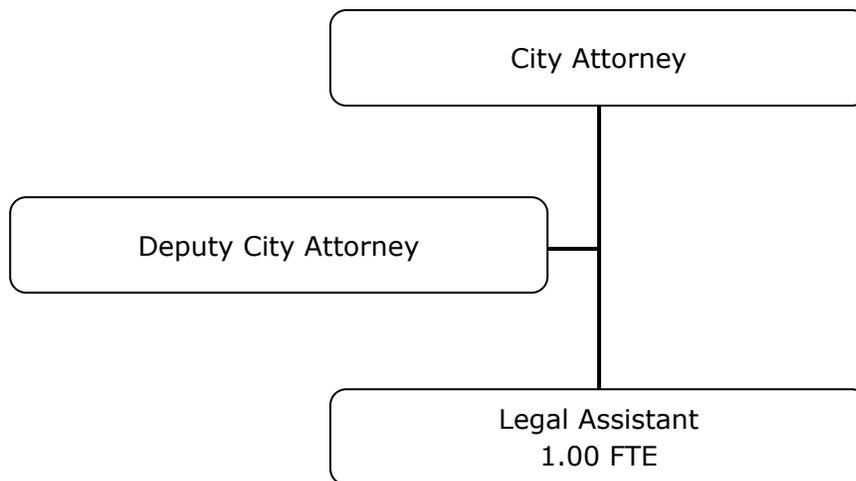
<b>Program/Service Outputs: (goods, services, units produced)</b>	<b>2017-18 Actual</b>	<b>2018-19 Estimated</b>	<b>2019-20 Target</b>
Update visioning/strategic plan document annually	1	1	1
Weekly management team meetings	50	50	50
Monthly 1/1 meetings with directors	12	12	12
Attend monthly/quarterly meetings-outside agencies	50	50	50
Track the effectiveness of homeless reduction strategies	ongoing	ongoing	ongoing
Track sales tax revenues-quarterly	4	4	4
Monthly e-News publications	12	12	12





## 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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>EXPENDITURES BY PROGRAM:</b>					
Legal Services	\$ 689,418	\$ 614,507	\$ 614,507	\$ 454,458	\$ 455,282
Total	<u>\$ 689,418</u>	<u>\$ 614,507</u>	<u>\$ 614,507</u>	<u>\$ 454,458</u>	<u>\$ 455,282</u>

## EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 515,543	\$ 454,854	\$ 454,854	\$ 91,202	\$ 92,026
Materials and Services	173,875	159,653	159,653	363,256	363,256
Capital Outlay	-	-	-	-	-
Total	<u>\$ 689,418</u>	<u>\$ 614,507</u>	<u>\$ 614,507</u>	<u>\$ 454,458</u>	<u>\$ 455,282</u>

## EXPENDITURES BY FUND:

Internal Operations Fund	689,418	614,507	614,507	454,458	455,282
Total	<u>\$ 689,418</u>	<u>\$ 614,507</u>	<u>\$ 614,507</u>	<u>\$ 454,458</u>	<u>\$ 455,282</u>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PERSONNEL:</b>				
Full-time Positions				
City Attorney	1.00	-	-	-
Deputy City Attorney	1.00	-	-	-
Legal Assistant	1.00	1.00	1.00	1.00
Total	<u>3.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

## SERVICE LEVEL CHANGES:

De-allocate City Attorney and Deputy City Attorney

# Department Summary - City Attorney

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**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:**

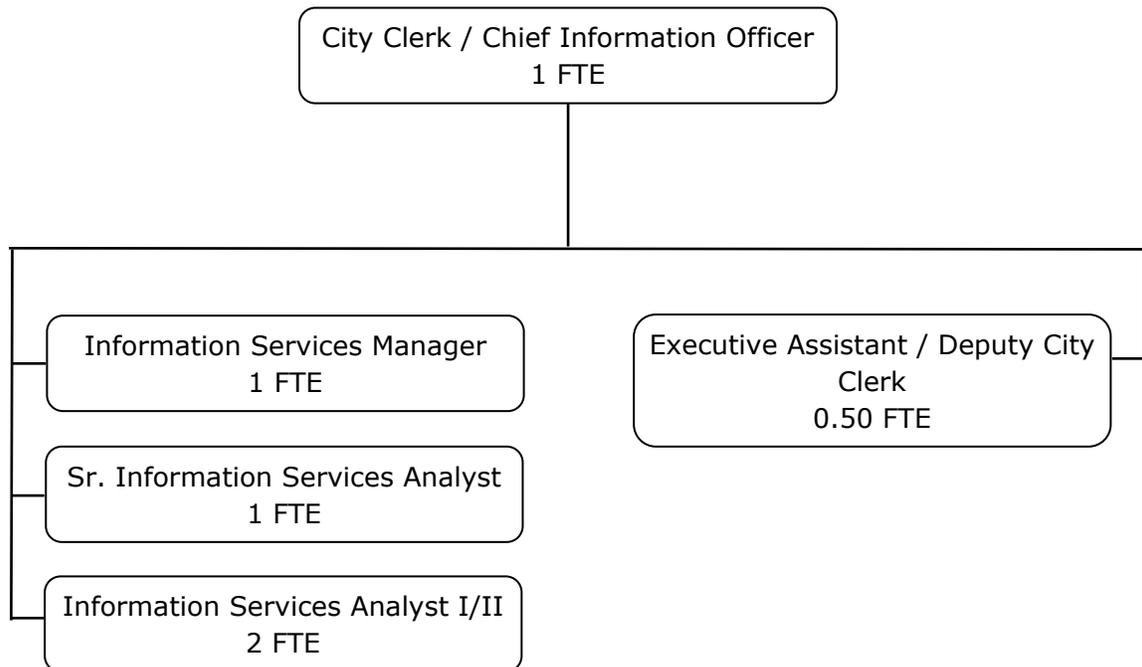
<b>Supporting Program Objectives:</b>	<b>2017-18 Actual</b>	<b>2018-19 Target</b>	<b>2018-19 Estimated</b>	<b>2019-20 Target</b>
<b><u>Program/Service Outputs: (product based)</u></b>				
Number of training seminars	6	6	6	6
Attend City Council and other meetings	50	50	50	50





## Organizational Chart

### City Clerk



# Department Summary - City Clerk/CIO

## DEPARTMENT DESCRIPTION:

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

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>EXPENDITURES BY PROGRAM:</b>					
City Clerk	\$ 264,241	\$ 331,173	\$ 351,173	\$ 333,417	\$ 334,226
Information Technology Operations	1,278,881	1,251,075	1,296,075	1,490,383	1,503,993
Emergency Operations Center	4,256	14,000	14,000	14,000	14,000
Risk Management - Liability	782,013	854,209	854,209	1,015,578	1,015,578
Risk Management - Workers Comp	853,660	898,813	898,813	1,087,723	1,087,723
Risk Management - Employee Benefits	60,163	145,000	145,000	145,000	145,000
<b>Total</b>	<b><u>\$ 3,243,214</u></b>	<b><u>\$ 3,494,270</u></b>	<b><u>\$ 3,559,270</u></b>	<b><u>\$ 4,086,101</u></b>	<b><u>\$ 4,100,520</u></b>

## EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 599,706	\$ 606,393	\$ 631,393	\$ 716,022	\$ 730,441
Services and Supplies	2,606,449	2,867,877	2,867,877	3,260,079	3,260,079
Capital Outlay	37,059	20,000	60,000	110,000	110,000
<b>Total</b>	<b><u>\$ 3,243,214</u></b>	<b><u>\$ 3,494,270</u></b>	<b><u>\$ 3,559,270</u></b>	<b><u>\$ 4,086,101</u></b>	<b><u>\$ 4,100,520</u></b>

## EXPENDITURES BY FUND:

General Fund	\$ 4,256	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
Internal Operations	\$ 264,241	\$ 331,173	\$ 351,173	\$ 333,417	\$ 334,226
Information Technology	1,278,881	1,251,075	1,296,075	1,490,383	1,503,993
Risk Management Fund	1,695,836	1,898,022	1,898,022	2,248,301	2,248,301
<b>Total</b>	<b><u>\$ 3,243,214</u></b>	<b><u>\$ 3,494,270</u></b>	<b><u>\$ 3,559,270</u></b>	<b><u>\$ 4,086,101</u></b>	<b><u>\$ 4,100,520</u></b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PERSONNEL:</b>				
Full-time Positions	5.50	4.50	4.50	5.50
<b>Total</b>	<b><u>5.50</u></b>	<b><u>4.50</u></b>	<b><u>4.50</u></b>	<b><u>5.50</u></b>

# 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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 219,708	\$ 243,278	\$ 243,278	\$ 245,067	\$ 245,876
Services and Supplies	44,533	87,895	87,895	88,350	88,350
Capital Outlay	-	-	20,000	-	-
<b>Total Expenditures</b>	<u>\$ 264,241</u>	<u>\$ 331,173</u>	<u>\$ 351,173</u>	<u>\$ 333,417</u>	<u>\$ 334,226</u>

**EXPENDITURES BY FUND**

Internal Operations	\$ 264,241	\$ 331,173	\$ 351,173	\$ 333,417	\$ 334,226
<b>Total</b>	<u>\$ 264,241</u>	<u>\$ 331,173</u>	<u>\$ 351,173</u>	<u>\$ 333,417</u>	<u>\$ 334,226</u>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
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
<b>Total</b>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>

**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:**

<b>Program/Service Outcomes: (objectives based)</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>2018-19 Estimated</b>	<b>2019-20 Target</b>
Provide Council/Agency agendas in adherence to Brown Act	100%	100%	100%	100%
Provide media broadcasting of regular Council/Agency meetings	100%	100%	100%	100%
Provide timely access to public records	Yes	Yes	Yes	Yes
Provide for timely updates and access to the Municipal Code	Yes	Yes	Yes	Yes
Upgrade media broadcasting system	Yes	Yes	Yes	Yes
Provide election and filing officer services	Yes	Yes	Yes	Yes
Provide voter outreach services	Yes	Yes	Yes	Yes
Participate in team development with Council/Staff	Yes	Yes	Yes	Yes

# General Government

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**DEPARTMENT:** City Clerk / CIO

**FUND:** Internal Operations

**PROGRAM:** City Clerk

**ACCOUNT:** 41420

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**PERFORMANCE MEASURES - (continued):**

<b><u>Program/Service Outputs: (product based)</u></b>	<b><u>2017-18 Actual</u></b>	<b><u>2018-19 Budget</u></b>	<b><u>2018-19 Estimated</u></b>	<b><u>2019-20 Target</u></b>
Regular City Council Meetings	24	24	24	24
Special City Council Meetings	14	12	12	12
Ordinances adopted	14	14	14	14
Resolutions	66	65	65	65
Campaign Statements	35	5	5	5
FPPC and Conflict of Interest Code Statements	63	60	60	60
Claims for Damages	30	30	30	30
Citizen advisory board/commissions processed	30	25	25	25
Perform inventory of historical records- Phase 1	100%	N/A	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.

	<u>2017-18</u> <u>Actual</u>	<u>2018-19</u> <u>Amended</u> <u>Budget</u>	<u>2018-19</u> <u>Estimated</u>	<u>2019-20</u> <u>Budget</u>	<u>2020-21</u> <u>Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 379,998	\$ 363,115	\$ 388,115	\$ 470,955	\$ 484,565
Services and Supplies	861,824	867,960	867,960	909,428	909,428
Capital Outlay	37,059	20,000	40,000	110,000	110,000
Total Expenditures	<u>\$ 1,278,881</u>	<u>\$ 1,251,075</u>	<u>\$ 1,296,075</u>	<u>\$ 1,490,383</u>	<u>\$ 1,503,993</u>

	<u>2017-18</u> <u>Actual</u>	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Budget</u>	<u>2020-21</u> <u>Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
Information Services Manager		1.00	1.00	1.00
Information Services Analyst I/II		1.00	1.00	2.00
Sr. Information Services Analyst I/II		1.00	1.00	1.00
Administrative Assistant		1.00	-	-
Total		<u>4.00</u>	<u>3.00</u>	<u>4.00</u>

**SERVICE LEVEL CHANGES:**

Move (1) Information Technology Analyst partially funded by Police Dept. fully to IT Department

# Information Technology

**DEPARTMENT:** City Clerk / CIO

**FUND:** Information Technology

**PROGRAM:** Information Technology Operations

**ACCOUNT:** 41435

**COUNCIL GOALS SUPPORTED:**

***BECOME THE INFORMATION TECHNOLOGY CAPITOL OF THE REGION***

**Supporting Program Goal:**

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

<u><b>Supporting Departmental Objectives</b></u>	<b>PERFORMANCE MEASURES:</b>			
	<u><b>2017-18 Actual</b></u>	<u><b>2018-19 Target</b></u>	<u><b>2018-19 Estimated</b></u>	<u><b>2019-20 Target</b></u>
Maintain 99.5% uptime on City's network	Yes	Yes	Yes	Yes
Establish and maintain technology standards	Yes	Yes	Yes	Yes
Manage and maintain the integrity of the City's information assets	Yes	Yes	Yes	Yes
Update security measures as changes in the information technology industry necessitates	Yes	Yes	Yes	Yes
Plan and implement infrastructure upgrades to support current and future information requirements and facilitate the ever growing and changing needs and projects proposed by City staff	Yes	No	Yes	Yes

**Supporting Program Goal:**

**PLAN AND PREPARE FOR FUTURE NEEDS AND DEMANDS OF INFORMATION SERVICES**

<u><b>Supporting Departmental Objectives</b></u>	<b>PERFORMANCE MEASURES:</b>			
	<u><b>2017-18 Actual</b></u>	<u><b>2018-19 Target</b></u>	<u><b>2018-19 Estimated</b></u>	<u><b>2019-20 Target</b></u>
Monitor replacement of computer equipment	Yes	Yes	Yes	Yes
Work with departments to understand their work processes and requirements	Yes	Yes	Yes	Yes
Adjust operating fund transfers in response to current and future needs	Yes	Yes	Yes	Yes
Maintain existing information assets through licensing, maintenance agreements, version upgrades and routine maintenance procedures	Yes	Yes	Yes	Yes
Plan for change through research, training and professional development	Yes	Yes	Yes	Yes
Manage change through infrastructure, hardware, and software life-cycle planning, implementation and maintenance	Yes	No	Yes	Yes

# Information Technology

**DEPARTMENT:** City Clerk / CIO

**FUND:** Information Technology

**PROGRAM:** Information Technology Operations

**ACCOUNT:** 41435

**Supporting Program Goal:**

**MAINTAIN DATABASE FOR MONITORING ALL PROBLEMS REPORTED**

<u><i>Supporting Departmental Objectives</i></u>	<b>PERFORMANCE MEASURES:</b>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Develop and offer numerous avenues for communication and problem resolution	Yes	Yes	Yes	Yes

**Supporting Program Goal:**

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

<u><i>Supporting Departmental Objectives</i></u>	<b>PERFORMANCE MEASURES:</b>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Evaluate performance of existing solutions and utilize available resources to improve performance and minimize costs	Yes	Yes	Yes	Yes
Identify and recommend solutions to protect and preserve City information assets and investments	Yes	Yes	Yes	Yes

**PERFORMANCE MEASURES:**

<b>Program/Service Outputs: (goods, services, units produced)</b>	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Assets tagged and inventoried	906	1,189	1,189	1,189
Network printers supported	57	56	56	56
Voice mailboxes supported	220	220	230	230
Verizon devices supported	255	255	265	265
Hardware and software support requests	2,500	2,500	2,882	2,882

# 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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Services and Supplies	\$ 4,256	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
Total Expenditures	<u>\$ 4,256</u>	<u>\$ 14,000</u>	<u>\$ 14,000</u>	<u>\$ 14,000</u>	<u>\$ 14,000</u>

**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)*

	<b>PERFORMANCE MEASURES:</b>			
<b>*TO PROTECT RESIDENTS OF AND VISITORS</b>	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
<b><i>Supporting Department Objectives</i></b>				
Attend Operational Area Meetings	100%	100%	100%	100%
Update and Complete the Emergency Plan	100%	100%	100%	100%
Provide Training for Current and New EOC Staff	25%	50%	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)*

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Serve on County Homeland Security Grant Committee & Administer grant process	100%	100%	100%	100%
Serve on County Disaster Council (2 meetings)	100%	100%	100%	100%
Designate a Staff Position Responsible for EOC Preparedness and Training	50%	50%	50%	50%
Assist with Update and Implementation of Emergency Operations Plan	100%	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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Services and Supplies	\$ 782,013	\$ 854,209	\$ 854,209	\$ 1,015,578	\$ 1,015,578
Total Expenditures	<u>\$ 782,013</u>	<u>\$ 854,209</u>	<u>\$ 854,209</u>	<u>\$ 1,015,578</u>	<u>\$ 1,015,578</u>

**PROGRAM GOALS:**

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

**PROGRAM OBJECTIVES:**

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

**PERFORMANCE MEASURES:**

<b>Program/Service Outcomes: (Objectives based)</b>	<u>2017-18 Actual</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Provide consistent and accurate information and requirements to reduce liability exposure.	Yes	Yes	Yes
Develop and maintain shared database of insurance documents	Yes	Yes	Yes

# General Government

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

**PROGRAM:** Workers Comp Risk Management      **ACCOUNT:** 41413

**PROGRAM DESCRIPTION:**

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

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Services and Supplies	\$ 853,660	\$ 898,813	\$ 898,813	\$ 1,087,723	\$ 1,087,723
Total Expenditures	<u>\$ 853,660</u>	<u>\$ 898,813</u>	<u>\$ 898,813</u>	<u>\$ 1,087,723</u>	<u>\$ 1,087,723</u>

**PROGRAM GOALS:**

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

**PROGRAM OBJECTIVES:**

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

**PERFORMANCE MEASURES:**

<b>Program/Service Outcomes: (Objectives based)</b>	<u>2017-18 Actual</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Develop and maintain risk management procedures manual	Yes	Yes	Yes
Develop and maintain shared database of insurance documents	Yes	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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Services and Supplies	\$ 60,163	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000
Total Expenditures	<u>\$ 60,163</u>	<u>\$ 145,000</u>	<u>\$ 145,000</u>	<u>\$ 145,000</u>	<u>\$ 145,000</u>

**PROGRAM GOALS:**

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

**PROGRAM OBJECTIVES:**

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

**PERFORMANCE MEASURES:**

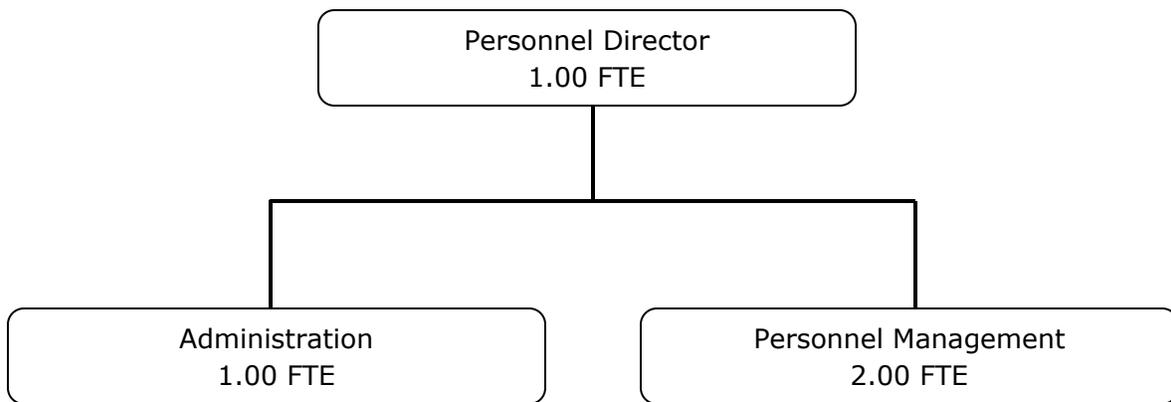
<b>Program/Service Outcomes: (Objectives based)</b>	<u>2017-18 Actual</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Effectively administer benefit programs	Yes	Yes	Yes





## Organizational Chart

### Personnel Department



# Department Summary - Human Resources

## DEPARTMENT DESCRIPTION:

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

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>EXPENDITURES BY PROGRAM:</b>					
Personnel Management	\$ 449,843	\$ 515,713	\$ 515,713	\$ 587,570	\$ 600,271
Total	<u>\$ 449,843</u>	<u>\$ 515,713</u>	<u>\$ 515,713</u>	<u>\$ 587,570</u>	<u>\$ 600,271</u>

## EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 373,225	\$ 425,537	\$ 425,537	\$ 463,401	\$ 476,102
Services and Supplies	76,069	88,676	88,676	122,669	122,669
Capital Outlay	549	1,500	1,500	1,500	1,500
Total	<u>\$ 449,843</u>	<u>\$ 515,713</u>	<u>\$ 515,713</u>	<u>\$ 587,570</u>	<u>\$ 600,271</u>

## EXPENDITURES BY FUND:

Internal Operations	\$ 449,843	\$ 515,713	\$ 515,713	\$ 587,570	\$ 600,271
Total	<u>\$ 449,843</u>	<u>\$ 515,713</u>	<u>\$ 515,713</u>	<u>\$ 587,570</u>	<u>\$ 600,271</u>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PERSONNEL:</b>				
Full-time Positions	4.00	4.00	4.00	4.00
Total	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

# General Government

**DEPARTMENT:** Human Resources

**FUND:** Internal Operations

**PROGRAM:** Human Resources Management

**ACCOUNT:** 41410

**PROGRAM DESCRIPTION:**

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

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

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 373,225	\$ 425,537	\$ 425,537	\$ 463,401	\$ 476,102
Services and Supplies	76,069	88,676	88,676	122,669	122,669
Capital Outlay	549	1,500	1,500	1,500	1,500
<b>Total Expenditures</b>	<b>\$ 449,843</b>	<b>\$ 515,713</b>	<b>\$ 515,713</b>	<b>\$ 587,570</b>	<b>\$ 600,271</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
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	1.00
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

**SERVICE LEVEL CHANGES:**

De-allocate Deputy City Attorney position and allocate (1) Senior Administrative Assistant- Confidential

# General Government

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**DEPARTMENT:** Human Resources

**FUND:** Internal Operations

**PROGRAM:** Human Resources Management

**ACCOUNT:** 41410

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## **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:** Human Resources

**FUND:** Internal Operations

**PROGRAM:** Human Resources Management

**ACCOUNT:** 41410

**PERFORMANCE MEASURES:**

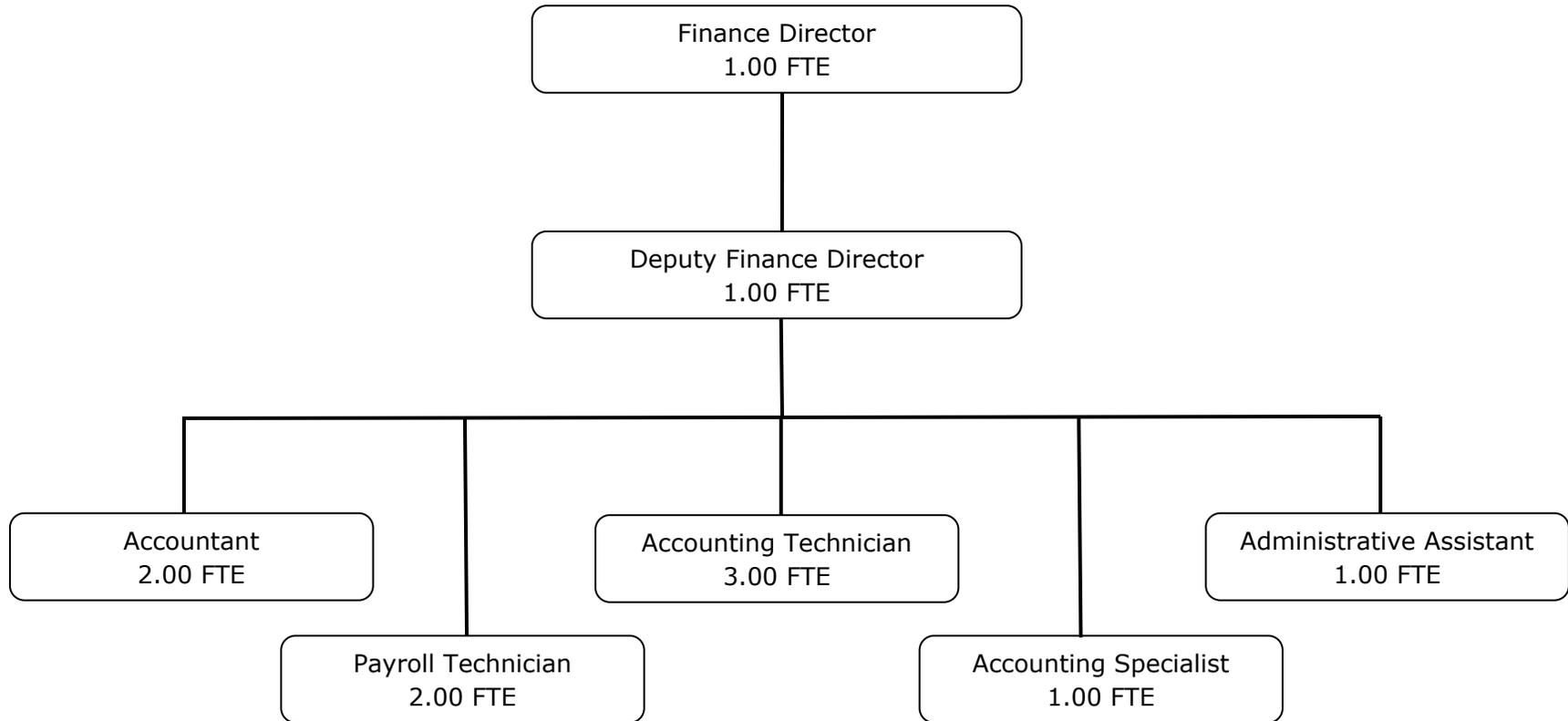
<b>Program/Service Outcomes: (based on program</b>	<b>2017-18 Actual</b>	<b>2018-19 Target</b>	<b>2018-19 Estimated</b>	<b>2019-20 Target</b>
Perform classification and compensation analyse	Yes	Yes	Yes	Yes
Implement the Human Resources Module in Inco	Yes	Yes	Yes	Yes
Develop Personnel/Human Resources Staff	Yes	Yes	Yes	Yes
Perform streamlined recruitment and hiring proce	Yes	Yes	Yes	Yes
Perform ongoing benefits administration	Yes	Yes	Yes	Yes
Perform ongoing personnel records administratio	Yes	Yes	Yes	Yes
Assess/implement options for storage of archivec	Yes	Yes	Yes	Yes
Automate records retention administration	Yes	Yes	Yes	Yes
Advance ongoing employee relation and resolutic	Yes	Yes	Yes	Yes
Promote employee team building programs	Yes	Yes	Yes	Yes
Pursue service contracts to accomplish goals wh	Yes	Yes	Yes	Yes
Create and implement citywide Diversity and Inclusion plan				Yes
Conduct administrative investigations			Yes	Yes
Provide Chief Labor Negotiation services on behalf of City Administration			Yes	Yes
Facilitate ongoing citywide trainings as required by State and Federal regulations				Yes
Update and streamline administrative processes and procedures				Yes
Create and implement new professional development program				Yes
Promote Employee Wellness				Yes





## 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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>EXPENDITURES BY PROGRAM:</b>					
Finance	\$ 1,235,086	\$ 1,373,242	\$ 1,373,242	\$ 1,432,433	\$ 1,452,101
Non-Departmental	2,078,300	1,738,079	1,638,079	1,703,637	1,654,286
Transit - General Public	1,586,328	-	-	-	-
Transit - Para transit	576,000	-	-	-	-
Successor Agency	49,527	250,000	250,000	-	-
	<u>\$ 5,525,241</u>	<u>\$ 3,361,321</u>	<u>\$ 3,261,321</u>	<u>\$ 3,136,070</u>	<u>\$ 3,106,387</u>

## EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 1,408,251	\$ 1,012,135	\$ 1,012,135	\$ 1,050,629	\$ 1,070,297
Services and Supplies	4,097,977	2,348,186	2,248,186	2,084,441	2,035,090
Capital Outlay	19,013	1,000	1,000	1,000	1,000
Total Expenditures	<u>\$ 5,525,241</u>	<u>\$ 3,361,321</u>	<u>\$ 3,261,321</u>	<u>\$ 3,136,070</u>	<u>\$ 3,106,387</u>

## EXPENDITURES BY FUND

General Fund	\$ 1,703,296	\$ 1,279,708	\$ 1,179,708	\$ 1,280,864	\$ 1,280,864
General Fund - Donations	61,225	79,246	79,246	49,351	-
Water	273,459	292,587	292,587	294,889	299,189
Wastewater	270,562	287,842	287,842	287,720	292,020
Transit Fund	2,162,328	-	-	-	-
Internal Operations Fund	1,004,844	1,171,938	1,171,938	1,223,246	1,234,314
SA Debt Service Fund-Merged Area	40,446	250,000	250,000	-	-
SA - Econ Dev Admin	9,081	-	-	-	-
	-	-	-	-	-
Total Resources	<u>\$ 5,525,241</u>	<u>\$ 3,361,321</u>	<u>\$ 3,261,321</u>	<u>\$ 3,136,070</u>	<u>\$ 3,106,387</u>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PERSONNEL:</b>				
Full-time Positions	12.00	11.00	11.00	11.00
Total	<u>12.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>

# General Government

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**DEPARTMENT:** Finance

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

**PROGRAM:** Finance

**ACCOUNT:** 41430

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## **PROGRAM DESCRIPTION:**

### **FINANCE**

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

### **ACCOUNTING**

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

### **OPERATIONS**

The Operations program includes various financial services such as revenue collections. The Tax and License operation ensures that all businesses conducting business in the City of Eureka are properly licensed. Operations collects transient occupancy tax, dog licenses and business license fees.

The Utility Billing program provides accurate and timely billing of the City's water and sewer services; assists customers in applying for and discontinuing utility service; educates customers regarding how to find the cause of high water usage and responds to customer inquiries and disputes regarding their City utility accounts. The Accounts Payable program develops, implements and maintains payment processes. The Payroll program implements and maintains personnel payment processes in compliance with all Federal, State, and City regulations. The Purchasing program assists all city departments with purchasing of services, supplies and materials as approved through the budget appropriations process.

# General Government

**DEPARTMENT:** Finance

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

**PROGRAM:** Finance

**ACCOUNT:** 41430

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 914,799	\$ 1,012,135	\$ 1,012,135	\$ 1,050,629	\$ 1,070,297
Services and Supplies	320,287	360,107	360,107	380,804	380,804
Capital Outlay	-	1,000	1,000	1,000	1,000
<b>Total Expenditures</b>	<b>\$ 1,235,086</b>	<b>\$ 1,373,242</b>	<b>\$ 1,373,242</b>	<b>\$ 1,432,433</b>	<b>\$ 1,452,101</b>

**EXPENDITURES BY FUND**

Water	\$ 273,459	\$ 292,587	\$ 292,587	\$ 294,889	\$ 299,189
Wastewater	270,562	287,842	287,842	287,720	292,020
Internal Operations Fund	691,065	792,813	792,813	849,824	860,892
<b>Total Resources</b>	<b>\$ 1,235,086</b>	<b>\$ 1,373,242</b>	<b>\$ 1,373,242</b>	<b>\$ 1,432,433</b>	<b>\$ 1,452,101</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
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
<b>Total</b>	<b>12.00</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>

**SERVICE LEVEL CHANGES:**

None.

# 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.

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2017-18 Actual	2018-19 Target	2018-19 Estimated	2019-20 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.

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2017-18 Actual	2018-19 Target	2018-19 Estimated	2019-20 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.















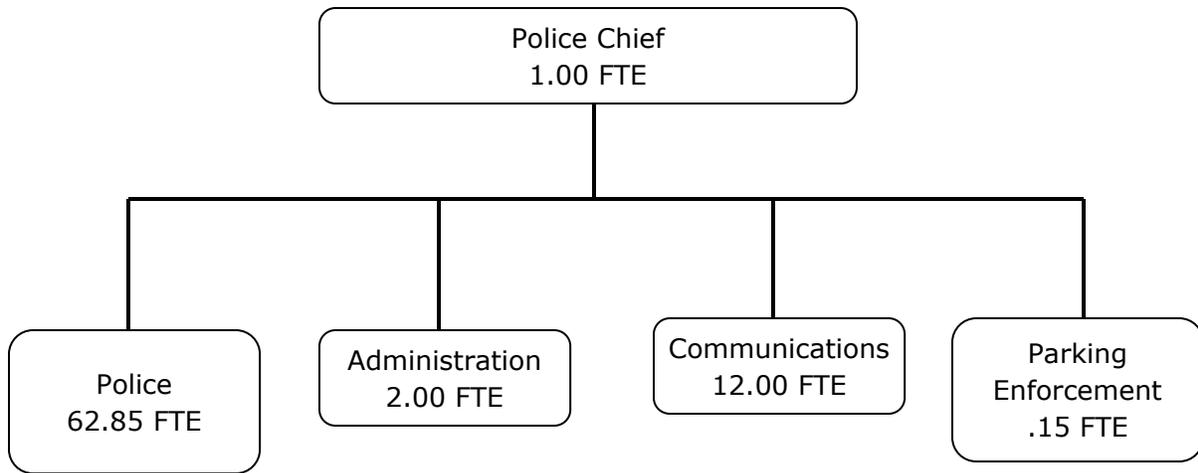






## Organizational Chart

### Police Department



## Department Summary - Police

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>EXPENDITURES BY PROGRAM:</b>					
Police - General	\$ 11,706,377	\$ 12,957,740	\$ 12,459,885	\$ 13,212,915	\$ 13,291,581
Communications	1,319,016	1,553,842	1,359,686	1,795,519	1,819,362
Parking Enforcement - Special Revenue	23,101	25,977	25,977	15,855	15,855
<b>Total</b>	<b>\$ 13,048,494</b>	<b>\$ 14,537,559</b>	<b>\$ 13,845,548</b>	<b>\$ 15,024,289</b>	<b>\$ 15,126,798</b>
<b>EXPENDITURES BY CATEGORY:</b>					
Salaries and Benefits	\$ 9,224,016	\$ 10,222,426	\$ 9,571,299	\$ 10,551,934	\$ 10,654,443
Services and Supplies	3,159,641	3,429,623	3,368,571	3,552,845	3,552,845
Capital Outlay	664,837	885,510	905,678	919,510	919,510
<b>Total</b>	<b>\$ 13,048,494</b>	<b>\$ 14,537,559</b>	<b>\$ 13,845,548</b>	<b>\$ 15,024,289</b>	<b>\$ 15,126,798</b>
<b>EXPENDITURES BY FUND:</b>					
General Fund	\$ 12,308,159	\$ 13,652,573	\$ 12,960,562	\$ 14,204,924	\$ 14,307,433
Donations	16,057	55,499	55,499	-	-
Drug Asset	16,129	-	-	-	-
Public Safety Grants	629,642	561,577	561,577	561,577	561,577
Special Police Grants	-	-	-	-	-
Supplemental Law Enforcement - SLES	197	192,933	192,933	192,933	192,933
Traffic Offender	11,004	-	-	-	-
Vehicle Abatement	44,205	49,000	49,000	49,000	49,000
Parking Fund	23,101	25,977	25,977	15,855	15,855
<b>Total</b>	<b>\$ 13,048,494</b>	<b>\$ 14,537,559</b>	<b>\$ 13,845,548</b>	<b>\$ 15,024,289</b>	<b>\$ 15,126,798</b>
<b>PERSONNEL:</b>					
		<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
Full-time Positions		81.00	78.00	78.00	78.00
<b>Total</b>		<b>81.00</b>	<b>78.00</b>	<b>78.00</b>	<b>78.00</b>

# 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.

	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>
	<b>Actual</b>	<b>Amended Budget</b>	<b>Estimated</b>	<b>Budget</b>	<b>Budget</b>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 8,226,297	\$ 9,053,655	\$ 8,583,800	\$ 9,186,108	\$ 9,264,774
Services and Supplies	2,815,243	3,018,575	2,990,575	3,122,297	3,122,297
Capital Outlay	664,837	885,510	885,510	904,510	904,510
<b>Total Expenditures</b>	<b>\$ 11,706,377</b>	<b>\$ 12,957,740</b>	<b>\$ 12,459,885</b>	<b>\$ 13,212,915</b>	<b>\$ 13,291,581</b>



# 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.**

<u>Supporting Departmental Objectives-Goal</u>	2017-18	<u>PERFORMANCE MEASURES</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Response time to all life-threatening calls for service.	< 4 min.	< 4 min.	< 4 min.	< 4 min.
Recovery of stolen property by value.	75%	75%	75%	75%

**REDUCE TRAFFIC ACCIDENT RATES IN THE CITY OF EUREKA.**

<u>Supporting Departmental Objectives-Goal</u>	2017-18	<u>PERFORMANCE MEASURES</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Process completed traffic reports/data within ten working days. Use statistical data to provide traffic enforcement in the areas with the highest number of collisions.	100%	100%	100%	100%

**STRENGTHEN NEIGHBORHOOD GROUPS DEDICATED TO COMMUNITY IMPROVEMENT.**

<u>Supporting Departmental Objectives-Goal</u>	2017-18	<u>PERFORMANCE MEASURES</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Coordinate the development of Neighborhood Watch Groups.	5	12	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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 977,439	\$ 1,144,748	\$ 963,476	\$ 1,350,698	\$ 1,374,541
Services and Supplies	341,577	409,094	376,042	429,821	429,821
Capital Outlay	-	-	20,168	15,000	15,000
<b>Total Expenditures</b>	<u>\$ 1,319,016</u>	<u>\$ 1,553,842</u>	<u>\$ 1,359,686</u>	<u>\$ 1,795,519</u>	<u>\$ 1,819,362</u>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
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
<b>Total</b>	<u>13.00</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>

**SERVICE LEVEL CHANGES:**

# 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.**

<u>Supporting Departmental Objectives-Goal</u>	<u>PERFORMANCE MEASURES</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Attend Operational Area meetings.	6	6	6	6

**MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS.**

<u>Supporting Departmental Objectives-Goal</u>	<u>PERFORMANCE MEASURES</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Answer 9-1-1 calls with 3 rings.	100%	100%	100%	100%
Initiate dispatch of life/death emergencies from time of call receipt to one minute.	100%	100%	100%	100%

# Public Safety

**DEPARTMENT:** Police

**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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 20,280	\$ 24,023	\$ 24,023	\$ 15,128	\$ 15,128
Services and Supplies	2,821	1,954	1,954	727	727
<b>Total Expenditures</b>	<b>\$ 23,101</b>	<b>\$ 25,977</b>	<b>\$ 25,977</b>	<b>\$ 15,855</b>	<b>\$ 15,855</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
Police Records Specialist I/II		0.15	0.15	0.15
<b>Total</b>		<b>0.15</b>	<b>0.15</b>	<b>0.15</b>

**SERVICE LEVEL CHANGES:**

None

**COUNCIL GOALS SUPPORTED:**

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

	<b>PERFORMANCE MEASURES</b>			
<b>Supporting Departmental Objectives-Goal</b>	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Monitor curbside parking during peak traffic hours.	100%	100%	100%	100%
Enforce unsafe blockage of driveways and alleyways.	80%	80%	80%	80%



Fire Department

# Department Summary - Fire

## DEPARTMENT DESCRIPTION:

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

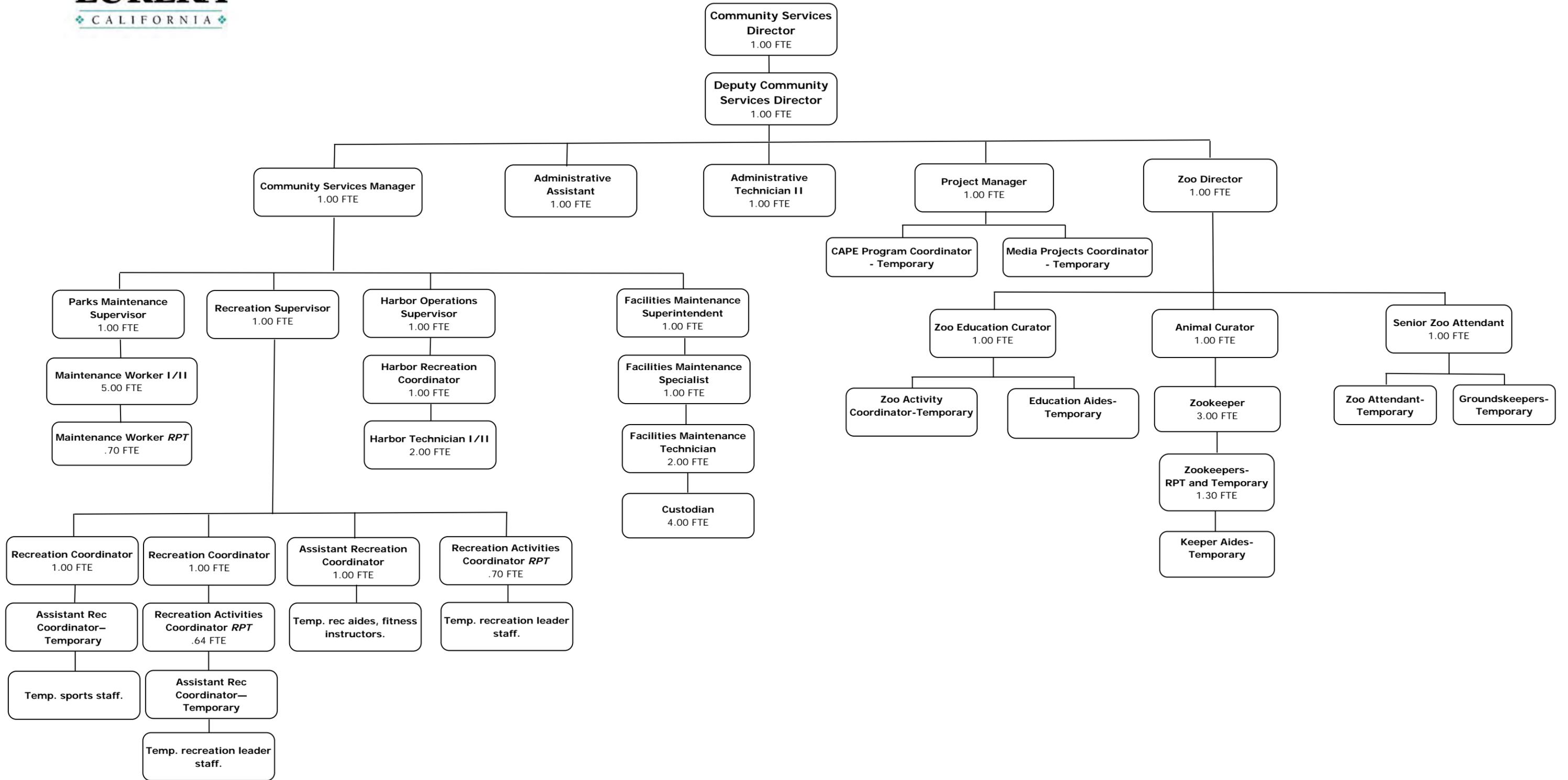
	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>EXPENDITURES BY PROGRAM:</b>					
Fire Services	\$ 6,511,641	\$ 6,842,589	\$ 6,919,986	\$ 7,127,850	\$ 7,127,850
<b>EXPENDITURES BY CATEGORY:</b>					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Services and Supplies	6,511,641	6,842,589	6,874,460	7,127,850	7,127,850
Capital Outlay	-	-	45,526	-	-
Total	<u>\$ 6,511,641</u>	<u>\$ 6,842,589</u>	<u>\$ 6,919,986</u>	<u>\$ 7,127,850</u>	<u>\$ 7,127,850</u>
<b>EXPENDITURES BY FUND:</b>					
General Fund	\$ 6,511,641	\$ 6,842,589	\$ 6,919,986	\$ 7,127,850	\$ 7,127,850
Total	<u>\$ 6,511,641</u>	<u>\$ 6,842,589</u>	<u>\$ 6,919,986</u>	<u>\$ 7,127,850</u>	<u>\$ 7,127,850</u>
		<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PERSONNEL:</b>					
Full-time Positions		-	-	-	-
Total		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

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.

<b>EXPENDITURES BY PROGRAM:</b>	<b>2017-18 Actual</b>	<b>2018-19 Amended Budget</b>	<b>2018-19 Estimated</b>	<b>2019-20 Budget</b>	<b>2020-21 Budget</b>
Community Services - Administration	\$ 552,269	\$ 825,400	\$ 729,563	\$ 837,980	\$ 839,846
Zoo	1,174,544	1,216,392	1,231,392	1,281,501	1,292,386
Park Operations	877,662	877,541	903,041	903,542	912,887
Adorni	413,499	351,688	351,688	375,843	377,845
Recreation - Administration	3,433	-	-	-	-
Recreation - Youth	800,730	836,676	836,676	912,859	918,550
Recreation - Adult	157,955	159,298	159,298	203,399	203,850
Environmental Programs	83,306	104,585	134,585	102,178	102,807
Harbor	1,040,349	695,235	695,235	668,709	670,394
Wharfinger	199,542	240,985	240,985	253,553	256,166
Facilities Operations	748,393	981,637	1,026,637	1,141,501	1,155,943
<b>Total</b>	<b>\$ 6,051,682</b>	<b>\$ 6,289,437</b>	<b>\$ 6,309,100</b>	<b>\$ 6,681,065</b>	<b>\$ 6,730,674</b>

## EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 3,358,310	\$ 3,841,741	\$ 3,755,904	\$ 4,056,199	\$ 4,099,862
Services and Supplies	2,653,672	2,399,696	2,505,196	2,576,866	2,582,812
Capital Outlay	39,700	48,000	48,000	48,000	48,000
<b>Total</b>	<b>\$ 6,051,682</b>	<b>\$ 6,289,437</b>	<b>\$ 6,309,100</b>	<b>\$ 6,681,065</b>	<b>\$ 6,730,674</b>

<b>EXPENDITURES BY FUND:</b>	<b>2017-18 Actual</b>	<b>2018-19 Amended Budget</b>	<b>2018-19 Estimated</b>	<b>2019-20 Budget</b>	<b>2020-21 Budget</b>
General Fund	\$ 3,926,438	\$ 4,261,049	\$ 4,205,712	\$ 4,515,124	\$ 4,539,418
General Fund - Donations	53,654	5,946	5,946	-	5,946
Environmental Programs	83,306	104,585	134,585	102,178	102,807
Humboldt Bay	1,239,891	936,220	936,220	922,262	926,560
Internal Operations	6,697	-	-	-	-
Internal Operations	741,696	981,637	1,026,637	1,141,501	1,155,943
<b>Total</b>	<b>\$ 6,051,682</b>	<b>\$ 6,289,437</b>	<b>\$ 6,309,100</b>	<b>\$ 6,681,065</b>	<b>\$ 6,730,674</b>

<b>PERSONNEL:</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2020-21 Budget</b>
Full-time Positions		33.00	34.00	35.00
Regular Part-time Positions		4.04	3.34	3.34
<b>Total</b>		<b>37.04</b>	<b>37.34</b>	<b>38.34</b>





# 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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 692,553	\$ 737,029	\$ 747,029	\$ 779,965	\$ 790,850
Services and Supplies	481,991	479,363	484,363	501,536	501,536
Capital Outlay	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,174,544</b>	<b>\$ 1,216,392</b>	<b>\$ 1,231,392</b>	<b>\$ 1,281,501</b>	<b>\$ 1,292,386</b>
<b>EXPENDITURES BY FUND:</b>					
General Fund	\$ 1,174,544	\$ 1,216,392	\$ 1,231,392	\$ 1,281,501	\$ 1,292,386
<b>Total</b>	<b>\$ 1,174,544</b>	<b>\$ 1,216,392</b>	<b>\$ 1,231,392</b>	<b>\$ 1,281,501</b>	<b>\$ 1,292,386</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME EQUIVALENT POSITIONS:</b>				
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
<b>Total Positions</b>	<b>8.30</b>	<b>8.30</b>	<b>8.30</b>	<b>8.30</b>

**SERVICE LEVEL CHANGES:**

Assistant Recreation Coordinator reclassified to Zoo Activities Coordinator  
 Senior Zoo Attendant to Recreation reclassified to Zoo Activities Coordinator

# 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:**

<u>Supporting Program Objectives</u>	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Maintain or increase diversity of species / #	56/190	56/190	62/252	62/270
Maintain or increase # of SSP managed species	12	12	12	15
Improve quality or eliminate older exhibits (#)	1 - BY refresh	TBD	Raccoon Exh	Rabbit/Cavy, E16
Maintain AZA accreditation	Yes	Yes	Yes	Yes
Implement Facility Master Plan		CEQA	CEQA/MP Adoption	Canopy Walk

**Supporting Departmental Goal:**

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

<u>Supporting Program Objectives</u>	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>
Provide special zoo events (#)	6	7	7	7
Provide full service café & gift shop (hrs operating)	90%	90%	90%	90%
Provide quarterly newsletter	1	2	1	2
Provide marketing, web & social media	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000

**Supporting Departmental Goal:**

Provide educational & personal development opportunities for the community.

<u>Supporting Program Objectives</u>	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>
Offer youth programs/camps (#classes / #served)	12/170	19/350	182/2856	185/2860
Offer Guided Zoo Tours (# tours / # served)	11/300	13/350	18/355	20/400
Offer Youth Volunteer Program (#participants)	25	25	52	52
Offer Adult Volunteer Program (#participants)	72	72	72	100
Offer adult classes/lectures (#participants)	400	400	400	350
School field trips (# students)	2000	2000	2260	3000

Enhance Revenue Sources for Budget Sustainability

<u>Supporting Program Objectives</u>	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>
Increase Annual Attendance	105,000	107,000	90,000	110,000
Increase Revenue Through Admissions	\$ 290,000	\$ 305,000	\$ 300,000	\$ 388,000
Generate Facility Rental Revenue	\$ 1,000	\$ 3,000	\$ 2,000	\$ 4,000
Generate Class, Tours, and Program Revenue	\$ 18,500	\$ 21,400	\$ 65,000	\$ 65,000
Grant \$ submitted / Awarded	\$ 20,000	\$ 50,000	\$ 305,000	\$ 100,000

# Community Services

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**DEPARTMENT:** Community Services

**FUND:** General

**PROGRAM:** Sequoia Park Zoo

**ACCOUNT:** 45140

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**Supporting Departmental Goal:**

Create a premier visitor destination for Eureka.

<b>Supporting Departmental Goal:</b>	<b>2017-18 <u>Actual</u></b>	<b>2018-19 <u>Target</u></b>	<b>2018-19 <u>Estimated</u></b>	<b>2019-20 <u>Budget</u></b>
Enhance Tourism (# visitors from outside Humboldt County)	15,250	16,000	45,050	55,000
Increase Visitor Stay Time (# hours)	~1.75 hrs	~1.75 hrs	~1.75 hrs	~2.75 hrs



# Community Services

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<b>DEPARTMENT</b> Community Services	<b>FUND:</b>	General
<b>PROGRAM:</b> Park Operations	<b>ACCOUNT:</b>	45150

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## **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:

<b>Program/Service Outcomes: (based on program objectives)</b>	<b>2017-18 Actual</b>	<b>2018-19 Target</b>	<b>2018-19 Estimated</b>	<b>2019-20 Target</b>
Provide program of high quality maintenance to parks, landscape areas and parking lots on a regular basis.	Yes	Yes	Yes	Yes
Provide a program to continue upgrading play ground areas to be in compliance with the Consumer Product Safety Commission guidelines.	Yes	Yes	Yes	Yes
Continue Integrated Pest Management program through the expanded use of mulch materials for weed control in planters	Yes	Yes	Yes	Yes
Provide program for systematic maintenance and pruning of street trees	Yes	Yes	Yes	Yes
Implement schedule to provide a re-training class in aerial lift operation, pesticide safety and pruning techniques on a yearly basis.	Yes	Yes	Yes	Yes
Provide programs to host a wide variety of community events	Yes	Yes	Yes	Yes

## PERFORMANCE MEASURES:

<b>Program/Service Outputs: (goods, services, units produced)</b>	<b>2017-18 Actual</b>	<b>2018-19 Target</b>	<b>2018-19 Estimated</b>	<b>2019-20 Budget</b>
# of Park sites maintained	13	13	13	13
# of Landscape sites maintained	42	42	42	42
# of Street trees maintained	1400	1400	1400	1400
# of Area acres maintained	138	138	138	138
# of Turf acres maintained	35	35	35	35
# of Playgrounds maintained	9	9	9	9
# of Restrooms maintained	8	8	8	8
# of Parking lots maintained	24	24	24	24

# 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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 245,248	\$ 159,218	\$ 159,218	\$ 164,987	\$ 166,989
Services and Supplies	159,546	182,470	182,470	200,856	200,856
Capital Outlay	8,705	10,000	10,000	10,000	10,000
<b>Total Expenditures</b>	<b>\$ 413,499</b>	<b>\$ 351,688</b>	<b>\$ 351,688</b>	<b>\$ 375,843</b>	<b>\$ 377,845</b>
<b>EXPENDITURES BY FUND:</b>					
General Fund	\$ 413,499	\$ 351,688	\$ 351,688	\$ 375,843	\$ 377,845
<b>Total</b>	<b>\$ 413,499</b>	<b>\$ 351,688</b>	<b>\$ 351,688</b>	<b>\$ 375,843</b>	<b>\$ 377,845</b>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>					
	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>	
Administrative Assistant	1.00	-	-	-	
Recreation Supervisor	-	0.33	0.33	0.33	
Assistant Recreation Coordinator	1.00	0.75	0.75	0.75	
<b>Total</b>	<b>2.00</b>	<b>1.08</b>	<b>1.08</b>	<b>1.08</b>	

**SERVICE LEVEL CHANGES:**

None.

# 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.

<b>SUPPORTING PROGRAM OBJECTIVES:</b>	<b>PERFORMANCE MEASURES:</b>			
	<b>2017-18 Actual</b>	<b>2018-19 Target</b>	<b>2018-19 Estimate</b>	<b>2019-20 Budget</b>
# of Adorni Center Rentals	14	14	14	14
# of Conference Room Rentals	360	360	360	360
# of Aerobic Classes	2,080	2,080	2,080	2,080
# of Adorni Center Memberships	1,850	1,850	1,850	1,850
# of Youth Sports Leagues	1	1	1	1
# of Adult Sports Leagues	3	3	3	3

# 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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Services and Supplies	3,433	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 3,433</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>EXPENDITURES BY FUND:</b>					
General Fund	\$ 3,433	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 3,433</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
None	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**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:**

<u><b>Supporting Program Objectives</b></u>	<u><b>2017-18 Actual</b></u>	<u><b>2018-19 Target</b></u>	<u><b>2018-19 Estimated</b></u>	<u><b>2019-20 Target</b></u>
Produce Recreation Division Activity Brochure on a bi-annual basis.	Yes	Yes	Yes	Yes
Maintain monthly meeting schedule with local school districts	Yes	Yes	Yes	Yes
Maintain monthly meeting schedule with Community Services Commission	Yes	Yes	Yes	Yes
<b>Program/Service Outputs: (goods, services, units produced)</b>				
# of Continuing Programs Available to General Public	15	16	16	16
# of New Programs Available to General Public	0	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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 659,548	\$ 720,556	\$ 720,556	\$ 770,746	\$ 776,437
Services and Supplies	136,182	111,120	111,120	137,113	137,113
Capital Outlay	5,000	5,000	5,000	5,000	5,000
<b>Total Expenditures</b>	<b>\$ 800,730</b>	<b>\$ 836,676</b>	<b>\$ 836,676</b>	<b>\$ 912,859</b>	<b>\$ 918,550</b>
<b>EXPENDITURES BY FUND:</b>					
General Fund	\$ 789,084	\$ 836,676	\$ 836,676	\$ 912,859	\$ 918,550
Donations Fund	11,646	-	-	-	-
<b>Total</b>	<b>\$ 800,730</b>	<b>\$ 836,676</b>	<b>\$ 836,676</b>	<b>\$ 912,859</b>	<b>\$ 918,550</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
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
<b>Total</b>	<b>2.84</b>	<b>2.18</b>	<b>3.18</b>	<b>3.18</b>

**SERVICE LEVEL CHANGES:**

Assistant 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.

<u>Supporting Program Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>
Maintain after-school programs for youth	Yes	Yes	Yes	Yes
# After-School Program participants	90,000	90,000	90,000	90,000
# of Ryan Youth Center participants	3,800	3,800	3,800	3,800
Provide a youth basketball league	Yes	Yes	Yes	Yes
# of Hoopsters Basketball participants	500	500	500	500
Provide a Roller Skating Program	Yes	Yes	Yes	Yes
# of Roller Skating participants	4,700	4,700	4,700	4,700
Provide Summer Day Camps and Playgrounds	Yes	Yes	Yes	Yes
# of Summer Day Camp participants	1,600	1,600	1,600	1,600
# of Summer Playground participants	2,000	2,000	2,000	2,000



# 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.

**SUPPORTING PROGRAM OBJECTIVES:**

**PERFORMANCE MEASURES:**

	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Budget</u>	<u>2019-20 Budget</u>
Maintain a variety of adult programs that maintain or increase participation levels	Yes	Yes	Yes	Yes
# of Basketball Teams	24	24	24	24
# of Volleyball Teams	30	30	30	30
# of Softball Teams	42	42	42	42
# of Special Interest Classes	5	5	5	5

# 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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 30,406	\$ 60,519	\$ 60,519	\$ 58,806	\$ 59,435
Services and Supplies	52,900	44,066	74,066	43,372	43,372
<b>Total Expenditures</b>	<b>\$ 83,306</b>	<b>\$ 104,585</b>	<b>\$ 134,585</b>	<b>\$ 102,178</b>	<b>\$ 102,807</b>
<b>EXPENDITURES BY FUND:</b>					
Environmental Programs	\$ 83,306	\$ 104,585	\$ 134,585	\$ 102,178	\$ 102,807
<b>Total</b>	<b>\$ 83,306</b>	<b>\$ 104,585</b>	<b>\$ 134,585</b>	<b>\$ 102,178</b>	<b>\$ 102,807</b>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>					
	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>	
Project Manager		-	0.30	0.30	0.30
Assistant Recreation Coordinator		0.30	0.25	0.25	0.25
<b>Total</b>		<b>0.30</b>	<b>0.55</b>	<b>0.55</b>	<b>0.55</b>

**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

<u>Supporting Departmental Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Develop Regional Food Waste Diversion Facility	25%	75%	75%	75%
Increase Commercial Recycling	100%	100%	100%	100%
Continue outreach/promotional efforts	100%	100%	100%	100%
Continue Special Collection Events	4	4	4	4
Continue Regionalization efforts	50%	100%	75%	75%
Continue efforts to divert construction/demolition debris	25%	50%	50%	50%

### Develop a City and Regional Trail System

<u>Supporting Departmental Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Continue efforts to develop Elk River Wildlife Trail	100%	100%	100%	100%
Continue efforts to develop Eureka-Arcata Trail	25%	50%	25%	25%
Continue to develop Eureka Waterfront Trail/Promenade	50%	75%	75%	75%

Program/Service Outcomes: (based on program objectives)	<u>PERFORMANCE MEASURES:</u>		
	2017-18 <u>Actual</u>	2018-19 <u>Actual</u>	2019-20 <u>Budget</u>
Develop regional compost Facility through HWMA	Yes	Yes	Yes
Permit processes completed for Elk River Trail System	Yes	Yes	Yes
Promotional costs of recycling and waste reduction programs	\$5,000	\$7,000	\$7,000
# of households using curbside recycling collection services	8,154	8,154	8,154
Tonnage diverted through recycling	3,600	3,800	3,800
Diversion rate (recycling)	58%	60%	60%
# of business waste audits	1	2	2



# 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.

<b>Program/Service Outcomes:</b> <i><u>(based on program objectives)</u></i>	<b>PERFORMANCE MEASURES:</b>			
	<b>2017-18</b> <b><u>Actual</u></b>	<b>2018-19</b> <b><u>Target</u></b>	<b>2018-19</b> <b><u>Estimated</u></b>	<b>2019-20</b> <b><u>Target</u></b>
Implement schedule for corrective and preventative maintenance for City buildings and facilities	Partial	Partial	Partial	Partial
Continue schedule to provide daily custodial care	Yes	Yes	Yes	Yes
Continue Work Order Backlog System	Yes	Yes	Yes	Yes
Continue program to perform regular maintenance checks to City traffic signals and sewer pump station alarm system	Yes	Yes	Yes	Yes

# Community Services

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**DEPARTMENT** Community Services

**FUND:** General

**PROGRAM:** Facilities Operations

**ACCOUNT:** 44500

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Program/Service Outputs: (goods, services, units produced)	<b>PERFORMANCE MEASURES:</b>			
	<b>2017-18 <u>Actual</u></b>	<b>2018-19 <u>Target</u></b>	<b>2018-19 <u>Estimated</u></b>	<b>2019-20 <u>Budget</u></b>
# of City-owned building maintained	82	82	82	82
# of Offices receiving custodial care on a daily basis	75	75	75	75
# of Restrooms maintained on a daily basis	32	32	32	32
# of Traffic signals maintained on a regular basis	26	26	26	26

# 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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 328,536	\$ 342,222	\$ 342,222	\$ 302,173	\$ 303,858
Services and Supplies	710,663	348,013	348,013	361,536	361,536
Capital Outlay	1,150	5,000	5,000	5,000	5,000
<b>Total Expenditures</b>	<b>\$ 1,040,349</b>	<b>\$ 695,235</b>	<b>\$ 695,235</b>	<b>\$ 668,709</b>	<b>\$ 670,394</b>

<b>EXPENDITURES BY FUND:</b>					
Humboldt Bay	\$ 1,040,349	\$ 695,235	\$ 695,235	\$ 668,709	\$ 670,394
<b>Total</b>	<b>\$ 1,040,349</b>	<b>\$ 695,235</b>	<b>\$ 695,235</b>	<b>\$ 668,709</b>	<b>\$ 670,394</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
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
<b>Total</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>

**SERVICE LEVEL CHANGES:**

None.

# Community Services

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**DEPARTMENT:** Community Services

**FUND:** Harbor

**PROGRAM:** Harbor Operations

**ACCOUNT:** 44440

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## **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 access ways 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

<b>Program/Service Outcomes: (based on program objectives)</b>	<b>PERFORMANCE MEASURES:</b>			
	<b>2017-18 Actual</b>	<b>2018-19 Target</b>	<b>2018-19 Estimated</b>	<b>2019-20 Target</b>
Check and maintain docks on a daily basis	Yes	Yes	Yes	Yes
Train staff in use of operations procedures manual	Yes	Yes	Yes	Yes
Continue program to clean up and remove derelict vessels at the Eureka Public Marina	Yes	Yes	Yes	Yes
Implement schedule to contract engineering's survey work and dredging of harbor	Yes	Yes	Yes	Yes
Implement program to provide public marina rental services and event set up at Wharfinger Building	Yes	Yes	Yes	Yes
Implement program to oversee 221 acres of wetlands	Yes	Yes	Yes	Yes
Operation and maintenance of Fisherman's Terminal and C Street Market Square	Yes	Yes	Yes	Yes

<b>Program/Service Outputs: (goods, services, units produced)</b>	<b>PERFORMANCE MEASURES:</b>			
	<b>2017-18 Actual</b>	<b>2018-19 Target</b>	<b>2018-19 Estimated</b>	<b>2019-20 Budget</b>
# docks checked and main- on a daily basis	12	12	12	12
# of miles of waterfront inspected daily	5	5	5	5
# of restrooms maintained	4	4	4	4

# 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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 91,511	\$ 101,990	\$ 101,990	\$ 98,400	\$ 101,013
Services and Supplies	108,031	134,995	134,995	151,153	151,153
Capital Outlay	-	4,000	4,000	4,000	4,000
Total Expenditures	<u>\$ 199,542</u>	<u>\$ 240,985</u>	<u>\$ 240,985</u>	<u>\$ 253,553</u>	<u>\$ 256,166</u>
<b>EXPENDITURES BY FUND:</b>					
Humboldt Bay	\$ 199,542	\$ 240,985	\$ 240,985	\$ 253,553	\$ 256,166
Total	<u>\$ 199,542</u>	<u>\$ 240,985</u>	<u>\$ 240,985</u>	<u>\$ 253,553</u>	<u>\$ 256,166</u>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
Harbor Recreation Coordinator	1.00	1.00	1.00	1.00
Total	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

**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:

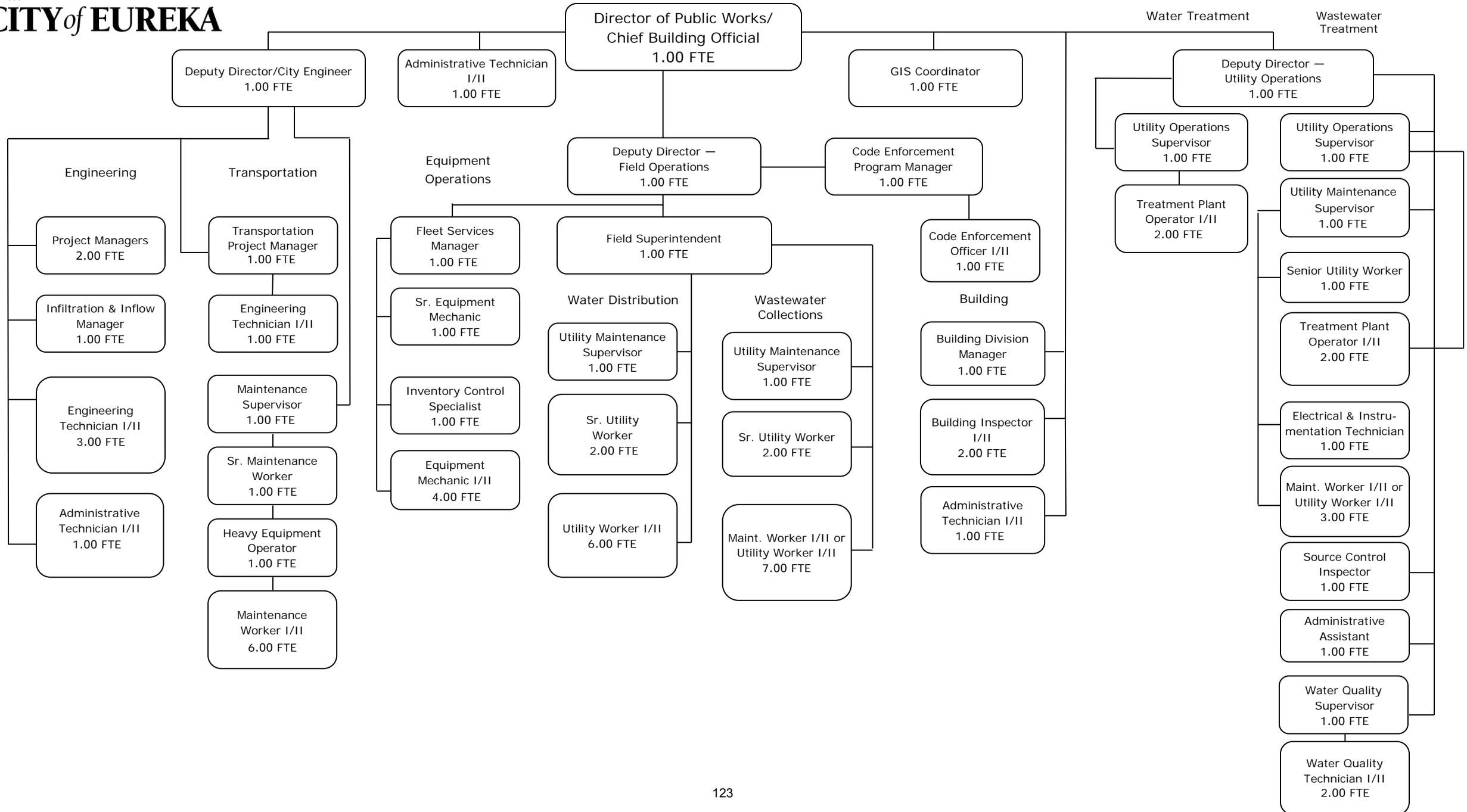
Develop marketing strategy to increase rentals at the Wharfinger Building with particular focus provided to the Bay Room. Provide and maintain a high level of customer service for all Wharfinger Building activities. Offer quarterly staff training workshops. Revise and upgrade building rental regulations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

Program/Service Outcomes: <i>(based on program objectives)</i>	2017-18	<b>PERFORMANCE MEASURES:</b>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Implement new building rental regulations and guidelines	Yes	Yes	Yes	Yes
Provide quarterly staff training workshops	Yes	Yes	Yes	Yes
Implement marketing strategy to increase rentals	Yes	Yes	Yes	Yes
Host community wide special events and provide facilities for public rentals	Yes	Yes	Yes	Yes

## **PERFORMANCE MEASURES:**

Program/Service Outputs: (goods, services, units produced)	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Budget</u>
# of Monthly events at the Wharfinger Building	35	35	35	35
Monthly revenues from rentals	\$5,500	\$6,000	\$6,000	\$6,000

# Public Works



# Department Summary - Public Works

## DEPARTMENT DESCRIPTION:

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

EXPENDITURES BY PROGRAM:	2017-18	2018-19	2018-19	2019-20	2020-21
	Actual	Amended Budget	Estimated	Budget	Budget
Administration	\$ 420,878	\$ 479,249	\$ 480,599	\$ 380,898	\$ 381,880
Stormwater	235,789	241,007	261,007	270,383	271,269
Streets/Alley Maintenance	934,675	1,151,837	1,151,837	1,233,622	1,240,807
Water Distribution	2,379,657	1,709,271	1,726,271	1,736,553	1,741,705
Water Treatment	3,343,190	3,939,846	3,952,086	3,923,067	3,926,934
Sewer Collection	2,795,250	1,683,294	1,732,294	1,954,008	1,971,000
Wastewater Treatment	3,283,860	3,666,285	3,803,740	3,867,503	3,792,482
Equipment Operations	1,744,061	2,600,048	2,632,698	2,096,225	2,105,578
Engineering	827,902	1,093,806	1,104,806	1,324,177	1,341,737
Traffic	293,851	326,798	330,798	359,746	367,384
Building - Construction Regulation	526,172	608,329	681,329	689,720	697,686
Building - Code Enforcement	150,316	440,761	440,761	456,451	461,558
<b>Total</b>	<b>\$ 16,935,601</b>	<b>\$ 17,940,531</b>	<b>\$ 18,298,226</b>	<b>\$ 18,292,353</b>	<b>\$ 18,300,020</b>

## EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 5,860,940	\$ 6,588,207	\$ 6,613,207	\$ 7,004,828	\$ 7,112,495
Services and Supplies	10,648,854	9,749,774	10,036,469	10,583,325	10,483,325
Capital Outlay	425,807	1,602,550	1,648,550	704,200	704,200
<b>Total</b>	<b>\$ 16,935,601</b>	<b>\$ 17,940,531</b>	<b>\$ 18,298,226</b>	<b>\$ 18,292,353</b>	<b>\$ 18,300,020</b>

EXPENDITURES BY FUND:	2017-18	2018-19	2018-19	2019-20	2020-21
	Actual	Amended Budget	Estimated	Budget	Budget
General Fund	\$ 1,097,150	\$ 1,276,086	\$ 1,301,436	\$ 1,418,434	\$ 1,429,518
Federal/HCAOG	-	-	-	-	-
Gas Tax Fund	509,853	613,689	613,689	653,483	659,229
Parking Fund	74,534	80,104	80,104	87,320	88,857
Water Fund	6,233,007	6,301,655	6,336,395	6,355,478	6,372,439
Wastewater Fund	6,600,508	6,019,859	6,211,814	6,535,242	6,485,155
Building Fund	676,488	1,049,090	1,122,090	1,146,171	1,159,244
Equipment Operations Fund	1,744,061	2,600,048	2,632,698	2,096,225	2,105,578
<b>Total</b>	<b>\$ 16,935,601</b>	<b>\$ 17,940,531</b>	<b>\$ 18,298,226</b>	<b>\$ 18,292,353</b>	<b>\$ 18,300,020</b>

	2017-18	2018-19	2019-20	2020-21
	Actual	Actual	Budget	Budget
<b>PERSONNEL:</b>				
Full-time Positions		71.00	74.00	74.00
<b>Total</b>		<b>71.00</b>	<b>74.00</b>	<b>74.00</b>

# 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.

	<u>2017-18</u> <u>Actual</u>	<u>2018-19</u> <u>Amended</u> <u>Budget</u>	<u>2018-19</u> <u>Estimated</u>	<u>2019-20</u> <u>Budget</u>	<u>2020-21</u> <u>Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 348,896	\$ 402,226	\$ 402,226	\$ 313,970	\$ 314,952
Services and Supplies	71,982	77,023	78,373	66,928	66,928
Total Expenditures	<u>\$ 420,878</u>	<u>\$ 479,249</u>	<u>\$ 480,599</u>	<u>\$ 380,898</u>	<u>\$ 381,880</u>

**EXPENDITURES BY FUND:**

General fund	\$ 21,834	\$ 24,781	\$ 26,131	\$ 28,400	\$ 28,418
Water	199,950	227,184	227,184	176,248	176,730
Wastewater	199,094	227,284	227,284	176,250	176,732
Total	<u>\$ 420,878</u>	<u>\$ 479,249</u>	<u>\$ 480,599</u>	<u>\$ 380,898</u>	<u>\$ 381,880</u>

	<u>2017-18</u> <u>Actual</u>	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Budget</u>	<u>2020-21</u> <u>Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
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	-
Special Project Manager	-	-	-	1.00
Total	<u>3.40</u>	<u>3.40</u>	<u>3.40</u>	<u>3.40</u>

**SERVICE LEVEL CHANGES:**

Projects Manager reclassified to Special Projects Manager

# Public Works

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**DEPARTMENT:** Public Works

**FUND:** General, Water & Wastewater Fund

**PROGRAM:** Administration

**ACCOUNT:** 44128

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## **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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 115,144	\$ 122,368	\$ 122,368	\$ 130,557	\$ 131,443
Services and Supplies	78,153	118,639	138,639	139,826	139,826
Capital Outlay	\$ 42,492	\$ -	\$ -	\$ -	\$ -
Total Expenditures	<u>\$ 235,789</u>	<u>\$ 241,007</u>	<u>\$ 261,007</u>	<u>\$ 270,383</u>	<u>\$ 271,269</u>

**EXPENDITURES BY FUND:**

General Fund	\$ 235,789	\$ 241,007	\$ 261,007	\$ 270,383	\$ 271,269
General Fund - Measure O	-	-	-	-	-
Gas Tax	-	-	-	-	-
Total	<u>\$ 235,789</u>	<u>\$ 241,007</u>	<u>\$ 261,007</u>	<u>\$ 270,383</u>	<u>\$ 271,269</u>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
Maintenance Supervisor	0.50	0.50	0.50	0.50
Maintenance Worker I/II	1.00	1.00	1.00	1.00
Total	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>

**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.

<b>Supporting Program Objectives:</b>	<b>2017-18 Actual</b>	<b>2018-19 Target</b>	<b>2018-19 Estimated</b>	<b>2019-20 Target</b>
Renew NPDES Permit for years 2011-2016	0%	100%	100%	100%
Submit State Annual NPDES Permit Report	100%	100%	100%	100%
Street Sweep 14,732 Lane Miles of City	100%	100%	100%	100%
Street Sweep 1,080 Lane Miles for Cal	100%	100%	100%	100%
Continue Permitting for Maintenance of City's Stormwater Drainage	100%	100%	100%	100%
Finalize and Submit to City Council BMP Manuals for Construction	100%	100%	100%	100%
Finalize and Submit to City Pollution Prevention and Good Housekeeping BMP	0%	100%	100%	100%
Develop Post Construction BMP Maintenance Plan	50%	100%	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.

<b>Supporting Program Objectives:</b>	<b><u>2017-18 Actual</u></b>	<b><u>2018-19 Target</u></b>	<b><u>2018-19 Estimated</u></b>	<b><u>2019-20 Target</u></b>
Organize the Annual Mayday Community Clean Up	100%	100%	100%	100%
Continue Stormwater Curriculum at Sequoia Park Zoo	100%	100%	100%	100%
Increase participation in Stormwater Curriculum at Elementary School level.	100%	100%	100%	100%
Finalize and Submit to City Council BMP Manuals for Construction	100%	100%	100%	100%
Complete Marking of City Storm Drains with No Dumping Placards	90%	100%	100%	100%
Develop and submit at least three PSA's about Stormwater Ordinances and Manuals	100%	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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 511,350	\$ 577,509	\$ 577,509	\$ 617,312	\$ 624,497
Services and Supplies	409,605	544,328	544,328	586,310	586,310
Capital Outlay	13,720	30,000	30,000	30,000	30,000
<b>Total Expenditures</b>	<b>\$ 934,675</b>	<b>\$ 1,151,837</b>	<b>\$ 1,151,837</b>	<b>\$ 1,233,622</b>	<b>\$ 1,240,807</b>

**EXPENDITURES BY FUND:**

General Fund	\$ 517,909	\$ 656,637	\$ 656,637	\$ 705,619	\$ 710,154
General Fund - Measure O	-	-	-	-	-
AB 2928 State Highway	-	-	-	-	-
Gas Tax Fund	371,524	448,228	448,228	478,587	480,921
Parking Fund	45,242	46,972	46,972	49,416	49,732
<b>Total</b>	<b>\$ 934,675</b>	<b>\$ 1,151,837</b>	<b>\$ 1,151,837</b>	<b>\$ 1,233,622</b>	<b>\$ 1,240,807</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
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
<b>Total</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>	<b>7.50</b>

**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.

<b>Supporting Program Objectives:</b>	<u><b>2017-18 Actual</b></u>	<u><b>2018-19 Target</b></u>	<u><b>2018-19 Estimated</b></u>	<u><b>2019-20 Target</b></u>
Continue Sidewalk Improvement Program	15%	15%	20%	20%
Implement Modernized Preservation Principles for Street Maintenance	Yes	Yes	Yes	Yes
Implement a Thermal Plastic Street Marking Program	N/A	N/A	5%	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.

<b>Supporting Program Objectives:</b>	<u><b>2017-18 Actual</b></u>	<u><b>2018-19 Target</b></u>	<u><b>2018-19 Estimated</b></u>	<u><b>2019-20 Target</b></u>
Implement Best Management Practices in Street Maintenance Activities Relating to Stormwater Runoff	30%	50%	50%	50%
Maintain City Storm Drain Outfalls in a Manner to Prevent Erosion of Creeks and Gulches	Yes	Yes	Yes	Yes
Maintain 120 Miles of Streets	100%	100%	100%	100%
Number of Lane Miles cleaned by Street Sweeper (through Recology)	9,821	9,821	9,821	9,821
Number of Lane Miles cleaned for Caltrans	1,080	540	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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 761,768	\$ 806,937	\$ 806,937	\$ 799,672	\$ 804,824
Services and Supplies	1,463,627	737,334	737,334	751,881	751,881
Capital Outlay	154,262	165,000	182,000	185,000	185,000
<b>Total Expenditures</b>	<b><u>\$ 2,379,657</u></b>	<b><u>\$ 1,709,271</u></b>	<b><u>\$ 1,726,271</u></b>	<b><u>\$ 1,736,553</u></b>	<b><u>\$ 1,741,705</u></b>
<b>EXPENDITURES BY FUND:</b>					
Water	\$ 2,379,657	\$ 1,709,271	\$ 1,726,271	\$ 1,736,553	\$ 1,741,705
Water Capital Projects	-	-	-	-	-
<b>Total</b>	<b><u>\$ 2,379,657</u></b>	<b><u>\$ 1,709,271</u></b>	<b><u>\$ 1,726,271</u></b>	<b><u>\$ 1,736,553</u></b>	<b><u>\$ 1,741,705</u></b>
	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>	
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>					
Field Superintendent	0.50	0.50	0.50	0.50	0.50
Maintenance Worker I/II	-	2.00	2.00	2.00	2.00
Senior Utility Worker	2.00	2.00	2.00	2.00	2.00
Utility Maintenance Supervisor	-	1.00	1.00	1.00	1.00
Utility Worker I/II	5.00	4.00	4.00	4.00	4.00
<b>Total</b>	<b><u>7.50</u></b>	<b><u>9.50</u></b>	<b><u>9.50</u></b>	<b><u>9.50</u></b>	<b><u>9.50</u></b>

**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.

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2017-18 Actual	2018-19 Target	2018-19 Estimated	2019-20 Target
Support City Laboratory Staff in the Collection of Water Samples for Quality Testing	Yes	Yes	Yes	Yes
Continue Water Gate Valve Maintenance Program	Yes	Yes	Yes	Yes
Protect Water Quality During Emergency and Routine Repairs	100%	100%	100%	100%
Provide Necessary Training for Division Personnel to Maintain State Certificates	100%	100%	100%	100%
Test All Backflow Protection Devices Connected to the City's Distribution System	100%	100%	100%	100%
Maintain 125 Miles of Water Main	100%	100%	100%	100%
Maintain 9,968 Water Services	100%	100%	100%	100%
Resolve Citizen Service Requests in a Timely Manner with a Mutually Agreed Solution	95%	100%	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 facilities and boost stations. Activities include operation, maintenance, water quality laboratory, meter reading, grounds keeping, customer service calls, plan review and backflow prevention program.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 320,576	\$ 368,322	\$ 368,322	\$ 328,329	\$ 332,196
Services and Supplies	3,006,191	3,558,144	3,570,384	3,581,358	3,581,358
Capital Outlay	16,423	13,380	13,380	13,380	13,380
<b>Total</b>	<b>\$ 3,343,190</b>	<b>\$ 3,939,846</b>	<b>\$ 3,952,086</b>	<b>\$ 3,923,067</b>	<b>\$ 3,926,934</b>
<b>EXPENDITURES BY FUND:</b>					
Water Treatment	\$ 3,343,190	\$ 3,939,846	\$ 3,952,086	\$ 3,923,067	\$ 3,926,934
<b>Total</b>	<b>\$ 3,343,190</b>	<b>\$ 3,939,846</b>	<b>\$ 3,952,086</b>	<b>\$ 3,923,067</b>	<b>\$ 3,926,934</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
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
<b>Total</b>	<b>3.80</b>	<b>3.80</b>	<b>3.80</b>	<b>3.80</b>

**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

<u>Supporting Program Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>Target</u>
Number of water quality complaints	5	0	0	0
Number of positive microbiological samples	0	0	0	0
Maintain drinking water chlorine concentrations	0.17-0.61 mg/L	0.5 mg/L	0.55 mg/L	0.55 mg/L
Conduct triannual potable water lead and copper study	100%	100%	100%	100%

### MAINTAIN RESPONSIVE CUSTOMER SERVICE

<u>Supporting Program Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>Target</u>
Respond to all customer complaints within 24 hours	100%	100%	100%	100%
Resolve all customer complaints	100%	100%	100%	100%

### ENSURE THAT FACILITY EQUIPMENT IS PROPERLY MAINTAINED AND UPGRADED

<u>Supporting Program Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>Target</u>
SCADA system	0%	100%	100%	100%
Lundbar Hills Pumping and Control System	0%	0%	0%	0%
Design and install new fluoride feed system.	0%	Defer	Defer	Defer
Begin a review of the facility operations & maintenance manual.	0%	100%	100%	100%
Install new high pump at Harris and K	Defer	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:	2017-18	2018-19	2018-19	2019-20	2020-21
	Actual	Amended Budget	Estimated	Budget	Budget
Salaries and Benefits	\$ 789,287	\$ 828,585	\$ 828,585	\$ 980,760	\$ 997,752
Services and Supplies	1,929,174	768,709	807,709	877,248	877,248
Capital Outlay	76,789	86,000	96,000	96,000	96,000
<b>Total Expenditures</b>	<b>\$2,795,250</b>	<b>\$1,683,294</b>	<b>\$1,732,294</b>	<b>\$1,954,008</b>	<b>\$1,971,000</b>

EXPENDITURES BY FUND:	2017-18	2018-19	2018-19	2019-20	2020-21
	Actual	Amended Budget	Estimated	Budget	Budget
Sewer Collection	\$ 2,795,250	\$ 1,683,294	\$ 1,732,294	\$ 1,954,008	\$ 1,971,000
<b>Total</b>	<b>\$2,795,250</b>	<b>\$1,683,294</b>	<b>\$1,732,294</b>	<b>\$1,954,008</b>	<b>\$1,971,000</b>

FULL TIME AND REGULAR PART-TIME POSITIONS:	2017-18	2018-19	2019-20	2020-21
	Actual	Actual	Budget	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
<b>Total</b>	<b>9.50</b>	<b>10.50</b>	<b>10.50</b>	<b>10.50</b>

**SERVICE LEVEL CHANGES:**

None.

# Public Works

**DEPARTMENT:** Public Works

**FUND:** Wastewater Collection

**PROGRAM:** Sewer Collection

**ACCOUNT:** 44380

## CITY GOALS SUPPORTED:

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

### Supporting Program Goals:

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

<u>Supporting Program Objectives</u>	2017-18 Actual	<u>PERFORMANCE MEASURES:</u>		2019-20 Target
		2018-19 Target	2018-19 Estimated	
Continued Required Updates of Sewer System Management Plan	75%	100%	100%	100%
Enhance Preventative Maintenance Programs to Reduce/Eliminate Service Disruptions and Sanitary Sewer Overflows	30%	35%	35%	35%
Maintain Close Working Relationships with Federal, State and Local Regulatory Agencies	Yes	Yes	Yes	Yes
Maintain 130 Miles of Collection System Mains	100%	100%	100%	100%

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

### Supporting Program Goals:

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

<u>Supporting Program Objectives</u>	2017-18 Actual	<u>PERFORMANCE MEASURES:</u>		2019-20 Target
		2018-19 Target	2018-19 Estimated	
Continue Staff Participation in Development of Wastewater Facilities Plan	100%	100%	100%	100%
Work with Finance, Engineering and City Consultant to Develop New Rate Structure	100%	100%	100%	100%

# Public Works

**DEPARTMENT:** Public Works

**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.

	<u>2017-18</u> <u>Actual</u>	<u>2018-19</u> <u>Amended</u> <u>Budget</u>	<u>2018-19</u> <u>Estimated</u>	<u>2019-20</u> <u>Budget</u>	<u>2020-21</u> <u>Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 1,134,103	\$ 1,248,104	\$ 1,248,104	\$ 1,323,622	\$ 1,348,601
Services and Supplies	2,059,080	2,068,011	2,205,466	2,346,061	2,246,061
Capital Outlay	90,677	350,170	350,170	197,820	197,820
<b>Total Expenditures</b>	<b>\$ 3,283,860</b>	<b>\$ 3,666,285</b>	<b>\$ 3,803,740</b>	<b>\$ 3,867,503</b>	<b>\$ 3,792,482</b>

**EXPENDITURES BY FUND:**

WW Treatment	\$ 3,283,860	\$ 3,666,285	\$ 3,803,740	\$ 3,867,503	\$ 3,792,482
WW Capital Projects	-	-	-	-	-
<b>Total</b>	<b>\$ 3,283,860</b>	<b>\$ 3,666,285</b>	<b>\$ 3,803,740</b>	<b>\$ 3,867,503</b>	<b>\$ 3,792,482</b>

	<u>2017-18</u> <u>Actual</u>	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Budget</u>	<u>2020-21</u> <u>Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
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
<b>Total</b>	<b>14.20</b>	<b>14.20</b>	<b>14.20</b>	<b>14.20</b>

**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

<u>Supporting Program Objectives</u>	<u>2017-18 Actual</u>	<u>PERFORMANCE MEASURES:</u>		<u>2019-20 Target</u>
		<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	
Minimize discharge requirement exceedances	2	0	2	0
All operators to be certified grade 3 or higher.	2	3	3	3
Maintain cost of operation per MG treated	\$1,733	\$1,500	\$1,937	\$2,000

### ENSURE THAT DIVISION FACILITIES ARE PROPERLY MAINTAINED AND UPGRADED

<u>Supporting Program Objectives</u>	<u>2017-18 Actual</u>	<u>PERFORMANCE MEASURES:</u>		<u>2019-20 Target</u>
		<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	
Update the maintenance management system	0%	100%	100%	100%
Construct phase 2, biosolids dewatering facility	0%	100%	100%	100%
Secure biosolids transport and disposal options	0%	100%	100%	100%
Install variable speed drives on pumping station	75%	33%	33%	33%
Install lift station and treatment plant operational components	0%	100%	100%	100%
Replace lift station radio system	0%	100%	100%	100%
Treatment Plant SCADA System	N/A	100%	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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 605,545	\$ 637,785	\$ 637,785	\$ 679,807	\$ 689,160
Services and Supplies	1,124,781	1,022,263	1,048,913	1,265,418	1,265,418
Capital Outlay	13,735	940,000	946,000	151,000	151,000
Total Expenditures	<u>\$ 1,744,061</u>	<u>\$ 2,600,048</u>	<u>\$ 2,632,698</u>	<u>\$ 2,096,225</u>	<u>\$ 2,105,578</u>

**EXPENDITURES BY FUND:**

Equipment Operations	\$ 1,744,061	\$ 2,600,048	\$ 2,632,698	\$ 2,096,225	\$ 2,105,578
Total	<u>\$ 1,744,061</u>	<u>\$ 2,600,048</u>	<u>\$ 2,632,698</u>	<u>\$ 2,096,225</u>	<u>\$ 2,105,578</u>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
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	<u>8.30</u>	<u>8.30</u>	<u>7.30</u>	<u>7.30</u>

**SERVICE LEVEL CHANGES:**

None.

# Public Works

**DEPARTMENT:** Public Works

**FUND:** Equipment Operations

**PROGRAM:** Equipment Operations

**ACCOUNT:** 44360

**PROGRAM GOALS:**

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

**PROGRAM OBJECTIVES:**

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

<u><b>Supporting Program Objectives:</b></u>	<u><b>PERFORMANCE MEASURES:</b></u>			
	<u><b>2017-18 Actual</b></u>	<u><b>2018-19 Target</b></u>	<u><b>2018-19 Estimated</b></u>	<u><b>2019-20 Target</b></u>
Quarterly Fuel Reviews Completed	4	4	4	4
Vehicles/Equipment Replaced	6	11	11	11
Clean Air Vehicles Purchased	3	5	5	5
Standardized Purchases	6	11	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 General 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 Eureka citizens.

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

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 588,896	\$ 793,119	\$ 793,119	\$ 966,212	\$ 983,772
Services and Supplies	235,214	297,687	297,687	343,965	343,965
Capital Outlay	3,792	3,000	14,000	14,000	14,000
<b>Total Expenditures</b>	<b>\$ 827,902</b>	<b>\$ 1,093,806</b>	<b>\$ 1,104,806</b>	<b>\$ 1,324,177</b>	<b>\$ 1,341,737</b>
<b>EXPENDITURES BY FUND:</b>					
General Fund	\$ 195,388	\$ 225,456	\$ 225,456	\$ 267,086	\$ 269,726
Parking	-	-	-	-	-
Water	310,210	425,354	430,854	519,610	527,070
Wastewater	322,304	442,996	448,496	537,481	544,941
Humboldt Bay	-	-	-	-	-
<b>Total</b>	<b>\$ 827,902</b>	<b>\$ 1,093,806</b>	<b>\$ 1,104,806</b>	<b>\$ 1,324,177</b>	<b>\$ 1,341,737</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
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
<b>Total</b>	<b>8.00</b>	<b>8.00</b>	<b>9.00</b>	<b>9.00</b>

**SERVICE LEVEL CHANGES:**

Project Manager reclassified to Deputy City Engineer

# 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

<u>Supporting Department Objectives:</u>	<u>2017-18 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Actively seek grant and loan funding for needed infrastructure improvements and maintenance	+10%	+25%	+15%	+15%
Recover full cost of reviewing and issuing permits and other engineering department products	+15%	+15%	+15%	+15%
Stricter oversight and management of Outside consultants hired to design/observe City projects	+25%	+25%	+10%	+10%
Seek under-utilized fees and Implement Enterprise-related Revenue Program to Collect as appropriate	+20%	N/A	+30%	+30%

### PROMOTE EFFECTIVE AND TIMELY COLLABORATION BETWEEN ENGINEERING STAFF AND OTHER DEPARTMENTS

<u>Supporting Department Objectives:</u>	<u>2017-18 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Support Public Works staff on infrastructure repair and maintenance projects	95%	100%	100%	100%
Provide timely processing of referrals from Community Development	90%	100%	100%	100%

### PROVIDE FRIENDLY AND TIMELY SERVICE TO THE CITIZENS OF EUREKA

<u>Supporting Department Objectives</u>	<u>2017-18 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Provide staffing assistance to the Development Division as needed to match workload	70%	100%	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%	100%

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

<u>Supporting Department Objectives:</u>	<u>2017-18 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
No cost encroachment permits for review and installation of private street trees (number of	100%	100%	100%	100%
Assist Keep Eureka Beautiful staff in a timely manner	100%	100%	100%	100%
Coordinate physical work and tree installation schedules with Public Works staff	100%	100%	100%	100%
Incorporate street trees into City-owned sidewalk areas as appropriate	100%	100%	100%	100%

### EXPAND AND ENHANCE THE CORE AREA

# Public Works

DEPARTMENT: Public Works

FUND: General

PROGRAM: Engineering

ACCOUNT: 44120

	<b>PERFORMANCE MEASURES:</b>			
	2017-18	2018-19	2018-19	2019-20
<b><u>Supporting Department Objectives:</u></b>	<b><u>Actual</u></b>	<b><u>Target</u></b>	<b><u>Estimated</u></b>	<b><u>Target</u></b>
Promote and program sidewalk cafes	+5%	+15%	+15%	+15%
Enhance streetscape elements	+10%	+15%	+15%	+15%
Program modernization changes within the Gazebo area	0%	+5%	+5%	+5%
Support Art in Public Places	75%	+15%	+15%	+15%
Partner with Developers in Blight Areas	50%	+15%	+15%	+15%

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

	<b>PERFORMANCE MEASURES:</b>			
	2017-18	2018-19	2018-19	2019-20
<b><u>Supporting Department Objectives:</u></b>	<b><u>Actual</u></b>	<b><u>Target</u></b>	<b><u>Estimated</u></b>	<b><u>Target</u></b>
Hire I/I Coordinator	Complete	Complete	Complete	Complete
Initiate work on draft I/I project remediation list	25%	100%	100%	100%
Complete I/I remediation project program and incorporate into CIP	0%	50%	50%	50%

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

	<b>PERFORMANCE MEASURES:</b>			
	2017-18	2018-19	2018-19	2019-20
<b><u>Supporting Department Objectives:</u></b>	<b><u>Actual</u></b>	<b><u>Target</u></b>	<b><u>Estimated</u></b>	<b><u>Target</u></b>
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%	100%
Develop strategy to address WWTP capacity	75%	90%	90%	90%
Pursue Sewer Lateral Ordinance modifications to address infiltration and inflow issues	10%	100%	100%	100%

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

	<b>PERFORMANCE MEASURES:</b>			
	2017-18	2018-19	2018-19	2019-20
<b><u>Supporting Department Objectives:</u></b>	<b><u>Actual</u></b>	<b><u>Target</u></b>	<b><u>Estimated</u></b>	<b><u>Target</u></b>
Complete Sunset Reconstruction Project design, bidding and construction	100%	Complete	Complete	Complete
Reach agreement on onsite/offsite wastewater treatment strategies	50%	100%	100%	100%
Timely processing of permit referrals from Community Development	100%	Complete	Complete	Complete
Complete Design, Bid and Construction Phases of the Hilfiker Lift Station Upgrades	75%	100%	100%	100%

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

	<b>PERFORMANCE MEASURES:</b>			
	2017-18	2018-19	2018-19	2019-20
<b><u>Supporting Department Objectives</u></b>	<b><u>Actual</u></b>	<b><u>Target</u></b>	<b><u>Estimated</u></b>	<b><u>Target</u></b>
Reach agreement on program strategy with stakeholders by October 2013	100%	Complete	Complete	Complete
Complete Project Study Report (PSR-PDS); Obtain Caltrans Approval by August 2015	95%	100%	100%	100%
Develop program for next steps in project along with schedule for completion	95%	100%	100%	100%

# Public Works

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

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

**MAKE PROGRESS ON SOUTH GATEWAY PROJECT BY COMPLETING PROJECT STUDY REPORT**

<u>Supporting Department Objectives:</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Reach agreement on program strategy with stakeholders by October, 2013	N/A	100%	100%	100%
Complete Project Study Report (PSR) by April, 2013	N/A	100%	100%	100%
Develop program for next steps in project along with schedule for completion	N/A	100%	100%	100%

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

<u>The following projects support the above-referenced goals and policies:</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Salt Marsh Mitigation (\$350K)	50%	65%	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%	100%
C Street Water Sculpture	-	-	-	-
Waterfront Drive Connection Phase 2 – G	10%	25%	25%	25%
Carson Mill Site Cleanup (\$240K)	95%	100%	100%	100%

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

<u>The following projects support the above-referenced goals and policies:</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Martin Slough Enhancement Project (\$4.4M)	15%	-	-	-

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

<u>The following projects support the above-referenced goals and policies:</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Ensure Capital Improvement Program includes	Yes	Yes	Yes	Yes
Develop and Revise Engineering Standards	80%	100%	100%	100%
Paving at Regional Public Safety Training Site	30%	100%	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%	100%
Design Mad River Pipeline Phase IV (\$220K)	-	-	-	-
Construct Mad River Pipeline Phase IV (\$2M)	60%	100%	100%	100%
Construct Reservoir Maintenance and Security	50%	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%	100%
Water SCADA Replacement (\$40K)	90%	100%	100%	100%
SCADA Infrastructure Upgrade (\$250K)	90%	100%	100%	100%
Model Water System Infrastructure (\$50K)	80%	100%	100%	100%
Design High Zone Water Pump Station (City)	-	20%	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:**

<u>The following projects support the above-referenced goals and policies:</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Ensure Capital Improvement Program includes	Yes	Yes	Yes	Yes
Develop and Revise Engineering Standards	80%	100%	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%	100%
Design Martin Slough Force Main (\$400K)	100%	-	-	-
Construct Martin Slough Force Main (\$7.6M)	-	100%	100%	100%
Digester Maintenance Project (\$300K)	100%	-	-	-
Design Biosolids Dewatering Project Phase 2	30%	30%	30%	30%
Construct Biosolids Dewatering Project Phase	-	-	-	-
Design and Construct Standby Generator for	20%	100%	100%	100%
Design and Construct Hilfiker Lane Dry Well	25%	100%	100%	100%
Cross Town Interceptor Assessment (\$85K)	100%	-	-	-
Design and Construct Sunset Avenue	45%	100%	100%	100%
Lift Station SCADA Replacement (\$60K)	40%	100%	100%	100%
SCADA Infrastructure Upgrade (\$250K)	90%	100%	100%	100%

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Require full public improvements as permitted by	100%	100%	100%	100%
Recover full cost of reviewing and issuing permits	100%	100%	100%	100%

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
No cost Encroachment Permits for sidewalk	36	50	50	50
No cost field surveys for sidewalk repairs by	2	22	22	22
No cost Encroachment Permits for review	23	50	50	50

**PROMOTE BICYCLE AND PEDESTRIAN USE OF OUR CITY STREETS**

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Require ADA accessible driveways during building	200	200	200	200

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
No cost encroachment permits for review and	20	50	50	50

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Sidewalk Cafes	ongoing	ongoing	ongoing	ongoing

**PROMOTE CULTURAL ARTS WITHIN THE CORE AREA.**

# Public Works

DEPARTMENT: Public Works

FUND: General

PROGRAM: Engineering

ACCOUNT: 44120

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Art in Public Places	ongoing	ongoing	ongoing	ongoing

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Maintain the basic scale and character of the streetscape elements	ongoing	ongoing	ongoing	ongoing
Enhance streetscape elements	ongoing	ongoing	ongoing	ongoing
Street lighting for pedestrian environment	ongoing	ongoing	ongoing	ongoing
Adequate and attractive trash receptacles	ongoing	ongoing	ongoing	ongoing

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Consolidate access to avoid congestion	ongoing	ongoing	ongoing	ongoing
Provide streets and corners in industrial areas sufficiently wide	ongoing	ongoing	ongoing	ongoing
Hospitals and other acute care facilities shall provide adequate space for parking and future expansion	ongoing	ongoing	ongoing	ongoing

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
1. Streets shall be in accordance with	ongoing	ongoing	ongoing	ongoing
2. Maintain Level of Service "C"	ongoing	ongoing	ongoing	ongoing
3. Street cross sections in accordance with	ongoing	ongoing	ongoing	ongoing
4. Pursue funding options	ongoing	ongoing	ongoing	ongoing
5. New developments contribute towards	ongoing	ongoing	ongoing	ongoing
6. Implement traffic controls for safety	ongoing	ongoing	ongoing	ongoing
7. Provide for sight distance	ongoing	ongoing	ongoing	ongoing
8. Provide sufficient off-street parking	ongoing	ongoing	ongoing	ongoing
9. Develop Bikeway system	ongoing	ongoing	ongoing	ongoing
10. Promote installation of bicycle racks	ongoing	ongoing	ongoing	ongoing
11. Ensure walkways are protected from	ongoing	ongoing	ongoing	ongoing
12. Promote infill and extension of sidewalks	ongoing	ongoing	ongoing	ongoing

**TO ENSURE ADEQUATE AND SAFE WATER SUPPLY.**

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
1. New development shall connect to public	ongoing	ongoing	ongoing	ongoing
2. New development shall construct upgrades	ongoing	ongoing	ongoing	ongoing

**TO ENSURE ADEQUATE WASTEWATER COLLECTION, TREATMENT AND DISPOSAL.**

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
1. New development shall connect to public	ongoing	ongoing	ongoing	ongoing
2. New development shall construct upgrades	ongoing	ongoing	ongoing	ongoing
3. Prohibit on-site sewage disposal systems	ongoing	ongoing	ongoing	ongoing



# 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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 198,349	\$ 227,307	\$ 227,307	\$ 248,392	\$ 256,030
Services and Supplies	81,764	84,491	88,491	96,354	96,354
Capital Outlay	13,738	15,000	15,000	15,000	15,000
<b>Total Expenditures</b>	<b>\$ 293,851</b>	<b>\$ 326,798</b>	<b>\$ 330,798</b>	<b>\$ 359,746</b>	<b>\$ 367,384</b>
<b>EXPENDITURES BY FUND:</b>					
General Fund	\$ 126,230	\$ 128,205	\$ 132,205	\$ 146,946	\$ 149,951
Gas Tax - Federal/HCAOG	-	-	-	-	-
Gas Tax - Federal/HCAOG	-	-	-	-	-
Gas Tax - Federal/HCAOG	29,292	33,132	33,132	37,904	39,125
Parking Fund	138,329	165,461	165,461	174,896	178,308
<b>Total</b>	<b>\$ 293,851</b>	<b>\$ 326,798</b>	<b>\$ 330,798</b>	<b>\$ 359,746</b>	<b>\$ 367,384</b>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>					
	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>	
Transportation Special Projects Manager	1.00	1.00	1.00	1.00	1.00
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

**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**

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Coordinate meetings with Parking Place Commission	12	12	12	12
Electronic parking meter installation	50%	100%	100%	100%
Electronic parking meter data analysis	100%	100%	100%	100%
Parking Assessment District program	0%	0%	0%	0%
Meetings with Eureka Main Street	1	4	4	4
Parking (on-street & lot) surveys	2	4	4	4
Support Residential Parking Permit program	100%	100%	100%	100%

### **ADOPT TRAFFIC CALMING MEASURES THAT ENHANCE OUR NEIGHBORHOODS**

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Adopt standards for traffic calming devices and measures through development of the Transportation Safety Action Plan with the Transportation Safety Commission	25%	100%	100%	100%
Develop funding strategies for the implementation, evaluation, and monitoring of traffic calming projects and improvements	25%	100%	100%	100%
Incorporate walkability concepts into all community plans and projects	100%	100%	100%	100%
Train, research and maintain current standards of practice	Yes	Yes	Yes	Yes

# Public Works

**DEPARTMENT:** Public Works

**FUND:** General, Gas Tax & Federal/HCAOG

**PROGRAM:** Engineering - Traffic/Signals

**ACCOUNT:** 44125

## **PROMOTE BICYCLE AND PEDESTRIAN USE OF OUR CITY STREETS**

<u><b>Supporting Department Objectives</b></u>	<u><b>PERFORMANCE MEASURES:</b></u>			
	<u><b>2017-18 Actual</b></u>	<u><b>2018-19 Target</b></u>	<u><b>2018-19 Estimated</b></u>	<u><b>2019-20 Target</b></u>
Participation and advocacy in Caltrans' Pedestrian and Bicycle Road Safety Audit of Broadway	Yes	Yes	Yes	Yes
Present data to and support Transportation Safety Commission	Yes	Yes	Yes	Yes
Pursue and implement State and Federal funding and grants for bicycle, pedestrian, and transit improvement projects	Yes	Yes	Yes	Yes
Maintain functionality of bicycle & pedestrian activated traffic signals.	Yes	Yes	Yes	Yes
Review development requests with regard to alternate forms of transportation (bike racks, bus stops, etc)	Yes	Yes	Yes	Yes

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

<u><b>Supporting Department Objectives</b></u>	<u><b>PERFORMANCE MEASURES:</b></u>			
	<u><b>2017-18 Actual</b></u>	<u><b>2018-19 Target</b></u>	<u><b>2018-19 Estimated</b></u>	<u><b>2019-20 Target</b></u>
Maintain levels of service for the City's existing arterials and collectors to discourage motorists from taking alternate cut-through routes on residential streets	Yes	Yes	Yes	Yes
Pursue previously identified non-freeway alternatives	20%	20%	20%	20%
Review and implementation of requests for parking zones, traffic control & traffic control plans, street lights.	40	50	50	50
Maintain and optimize traffic signal operations	Yes	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**

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
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**

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Reduce cut-through traffic by increasing the capacity and efficiency of arterials and collectors to carry additional vehicles safely and effectively	Yes	Yes	Yes	Yes
Employ traffic calming measures as appropriate to the neighborhood	Yes	Yes	Yes	Yes
Provide support to Transportation Safety Commission	100%	100%	100%	100%
Administer Radar Speed Feedback Sign program	Yes	Yes	Yes	Yes

# 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**

	<b>PERFORMANCE MEASURES:</b>			
	<b>2017-18</b>	<b>2018-19</b>	<b>2018-19</b>	<b>2019-20</b>
<b><u>Supporting Department Objectives</u></b>	<b><u>Actual</u></b>	<b><u>Target</u></b>	<b><u>Estimated</u></b>	<b><u>Target</u></b>
Implement engineering solutions to reduce accidents	Yes	Yes	Yes	Yes
Support additional enhanced community education on traffic safety issues	Yes	Yes	Yes	Yes
Conduct traffic safety meetings with EPD	12	12	12	12
Support additional enhanced community education on traffic safety issues	Yes	Yes	Yes	Yes

# Public Works

**DEPARTMENT:** Building

**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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 368,299	\$ 395,129	\$ 420,129	\$ 422,012	\$ 429,978
Services and Supplies	157,694	213,200	259,200	265,708	265,708
Capital Outlay	179	-	2,000	2,000	2,000
<b>Total Expenditures</b>	<b>\$ 526,172</b>	<b>\$ 608,329</b>	<b>\$ 681,329</b>	<b>\$ 689,720</b>	<b>\$ 697,686</b>
<b>EXPENDITURES BY FUND:</b>					
General Fund - Measure O	\$ -	\$ -	\$ -	\$ -	\$ -
Building Fund	526,172	608,329	681,329	689,720	697,686
<b>Total</b>	<b>\$ 526,172</b>	<b>\$ 608,329</b>	<b>\$ 681,329</b>	<b>\$ 689,720</b>	<b>\$ 697,686</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
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	-
Building Inspector II	2.00	2.00	2.00	1.00
Deputy PW Director - Field Operations	0.10	0.10	0.10	0.10
Plans Examiner / Senior Building Inspector	1.00	-	-	2.00
<b>Total</b>	<b>4.30</b>	<b>4.30</b>	<b>4.30</b>	<b>4.30</b>

**SERVICE LEVEL CHANGES:**

Building Division Manager reclassified to Plans Examiner  
 Building Inspector I/II reclassified to Senior Building Inspector

# 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.

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
# of Permits Issued	1,100	1,200	1,200	1,200
# of Inspections Performed	3,800	4,000	4,000	4,000
% of Inspections Done within 24 Hours of Request	100%	100%	100%	100%

# Public Works

**DEPARTMENT:** Building

**FUND:** Building

**PROGRAM:** Construction Regulation

**ACCOUNT:** 46200

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18</u> <u>Actual</u>	<u>2018-19</u> <u>Target</u>	<u>2018-19</u> <u>Estimated</u>	<u>2019-20</u> <u>Target</u>
<i>(continued)</i>				
% of Complaints Investigated within 24 Hours - Notice of Violation Mailed within 48 Hours	100%	100%	100%	100%
Implement Department Website to Provide Limited On-line Permitting and Permit Applications	Yes	Yes	Yes	Yes
Implement Program of Public Outreach/ Education on the City's Permitting Process	Yes	Yes	Yes	Yes
Implement Program of Ongoing Training for All Staff	Yes	Yes	Yes	Yes
Implement Electronic Plan Review	Yes	Yes	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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 118,727	\$ 180,816	\$ 180,816	\$ 194,183	\$ 199,290
Services and Supplies	31,589	259,945	259,945	262,268	262,268
Capital Outlay	-	-	-	-	-
<b>Total Expenditures</b>	<u>\$ 150,316</u>	<u>\$ 440,761</u>	<u>\$ 440,761</u>	<u>\$ 456,451</u>	<u>\$ 461,558</u>
<b>EXPENDITURES BY FUND:</b>					
General Fund - Measure O	\$ -	\$ -	\$ -	\$ -	\$ -
Building Fund	150,316	440,761	440,761	456,451	461,558
<b>Total</b>	<u>\$ 150,316</u>	<u>\$ 440,761</u>	<u>\$ 440,761</u>	<u>\$ 456,451</u>	<u>\$ 461,558</u>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
Code Enforcement Inspector	2.00	1.00	1.00	1.00
Code Enforcement Program Manager	-	1.00	1.00	1.00
<b>Total</b>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

**SERVICE LEVEL CHANGES:**

None.

# 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.

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
% of Inspections Done within 24 Hours of Request	100%	100%	100%	100%

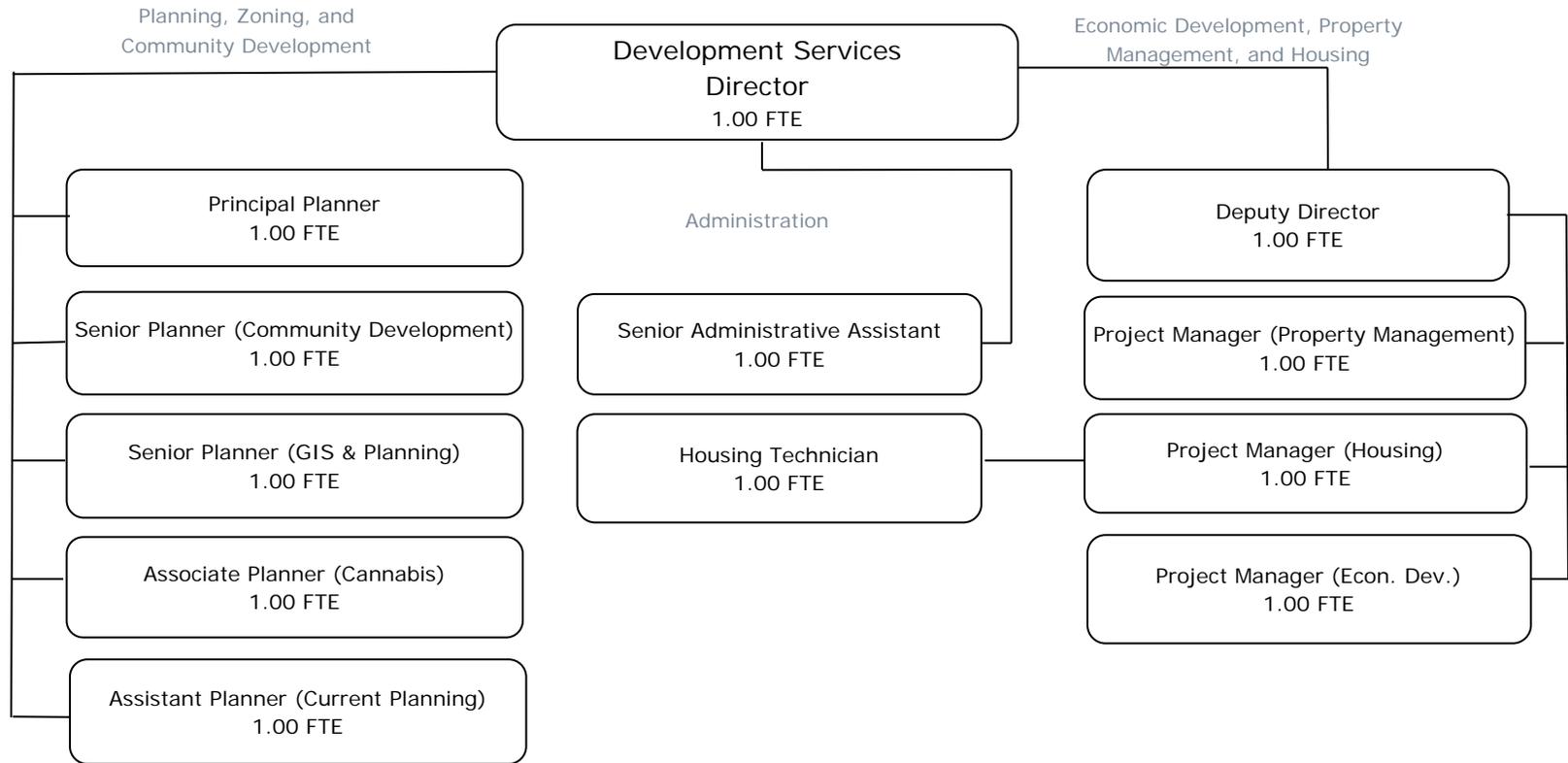
<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
% of Complaints Investigated within 24 Hours - Notice of Violation Mailed within 48 Hours	100%	100%	100%	100%

### GENERAL PLAN GOALS SUPPORTED:

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



# Development Services Department



## Department Summary - Development Services

### DEPARTMENT DESCRIPTION:

The Development Services 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.

	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated	2019-20 Budget	2020-21 Budget
<b>EXPENDITURES BY PROGRAM:</b>					
Development Services	\$ 1,404,253	\$ 1,962,136	\$ 1,961,461	\$ 1,967,896	\$ 1,785,072
Housing	499,447	768,052	768,052	779,097	779,883
Property Management	9,626	-	-	-	-
Municipal Airport	69,810	75,467	340,467	26,223	26,223
<b>Total</b>	<b>\$ 1,983,136</b>	<b>\$ 2,805,655</b>	<b>\$ 3,069,980</b>	<b>\$ 2,773,216</b>	<b>\$ 2,591,178</b>

### EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 1,062,125	\$ 1,342,218	\$ 1,298,283	\$ 1,416,285	\$ 1,434,019
Services and Supplies	921,011	1,463,437	1,506,697	1,356,931	1,157,159
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 1,983,136</b>	<b>\$ 2,805,655</b>	<b>\$ 2,804,980</b>	<b>\$ 2,773,216</b>	<b>\$ 2,591,178</b>

	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated	2019-20 Budget	2020-21 Budget
<b>EXPENDITURES BY FUND:</b>					
City Funds:					
General Fund	\$ 1,315,184	\$ 1,585,388	\$ 1,584,713	\$ 1,670,151	\$ 1,686,933
HUD/CDBG Prior	227	283,117	283,117	199,772	-
Municipal Airport	77,101	82,972	347,972	34,071	34,119
CDBG Other-TPA	-	-	-	-	-
CDBG General Allocation	-	-	-	-	-
HOME Program	19,811	50,000	50,000	50,000	50,000
Housing RLF CDBG PI	253,935	-	-	-	-
CalHOME OOR Grant	(35,017)	42,850	42,850	42,850	42,850
Econ Dev Fund-TPA	-	-	-	-	-
Housing	5,959	27,918	27,918	27,918	27,918
City Housing - Low/Mod	253,053	647,284	647,284	658,329	659,115
Water Fund	40,939	43,053	43,053	45,062	45,121
Wastewater Oper Fund	40,612	43,073	43,073	45,063	45,122
Harbor Fund	-	-	-	-	-
Golf Course	9,626	-	-	-	-
<b>Total</b>	<b>\$ 1,981,430</b>	<b>\$ 2,805,655</b>	<b>\$ 3,069,980</b>	<b>\$ 2,773,216</b>	<b>\$ 2,591,178</b>

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2020-21 Budget
<b>PERSONNEL:</b>				
Full-time Positions	11.00	11.00	12.00	12.00
<b>Total</b>	<b>11.00</b>	<b>11.00</b>	<b>12.00</b>	<b>12.00</b>

# 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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ 931,196	\$ 1,217,205	\$ 1,173,270	\$ 1,285,302	\$ 1,302,250
Services and Supplies	473,057	744,931	788,191	682,594	482,822
Capital Outlay	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,404,253</b>	<b>\$ 1,962,136</b>	<b>\$ 1,961,461</b>	<b>\$ 1,967,896</b>	<b>\$ 1,785,072</b>

**EXPENDITURES BY FUND**

General Fund	\$ 1,315,184	\$ 1,585,388	\$ 1,584,713	\$ 1,670,151	\$ 1,686,933
HUD/CDBG Prior Fund	227	283,117	283,117	199,772	-
RLF Economic Development PI	-	-	-	-	-
Airport	7,291	7,505	7,505	7,848	7,896
Economic Development Fund-TPA	-	-	-	-	-
Water Fund	40,939	43,053	43,053	45,062	45,121
Wastewater Fund	40,612	43,073	43,073	45,063	45,122
Humboldt Bay	-	-	-	-	-
Golf Course Fund	-	-	-	-	-
<b>Total Resources</b>	<b>\$ 1,404,253</b>	<b>\$ 1,962,136</b>	<b>\$ 1,961,461</b>	<b>\$ 1,967,896</b>	<b>\$ 1,785,072</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
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
<b>Total</b>	<b>9.95</b>	<b>9.95</b>	<b>10.95</b>	<b>10.95</b>

**SERVICE LEVEL CHANGES:**

None.

# 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.

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Attend meetings of the City Council, Boards and Commissions	95%	95%	95%	95%
Meet "one-on-one" with the City Manager	95%	95%	95%	95%

### MAINTAIN DEPARTMENT FINANCIAL RECORDS

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Prepare Annual budget	100%	100%	100%	100%
Review and approve Department	100%	100%	100%	100%

### INVENTORY AND MAINTAIN DEPARTMENT SUPPLIES AND EQUIPMENT

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Track use of supplies and equipment	100%	100%	100%	100%
Order department supplies	100%	100%	100%	100%
Call for service on department equipment when needed	100%	100%	100%	100%

### SUPERVISE PROGRAMS THAT IMPLEMENT THE GENERAL PLAN

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Provide direction to program coordinators	100%	100%	100%	100%

## COUNCIL GOALS SUPPORTED (Continued):

### SUPPORT THE CONTINUED PROFESSIONAL EDUCATION OF ALL COMMUNITY DEVELOPMENT DEPARTMENT PERSONNEL

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Include training in Department budget	100%	100%	100%	100%

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2017-18 <u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	2019-20 <u>Target</u>
Prepare Department handouts	100%	100%	100%	100%
Maintain Department web page	100%	100%	100%	100%
Respond in timely manner to public inquiries	90%	100%	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**

	<u>PERFORMANCE MEASURES:</u>			
	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Answer phone calls in less than 3 rings	90%	100%	100%	100%
Greet visitors	95%	100%	100%	100%

**Current Planning: PROCESS APPLICATIONS FOR PRIVATE DEVELOPMENT**

	<u>PERFORMANCE MEASURES:</u>			
	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Comply with Permit Streamlining Act timelines	90%	100%	100%	100%
Conduct pre-application meetings with applicants prior to application submittal	75%	75%	75%	75%
Keep applicants informed of application	90%	100%	100%	100%
Process applications in timely manner	80%	100%	100%	100%

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

	<u>PERFORMANCE MEASURES:</u>			
	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Maintain professional knowledge and education through training	50%	100%	100%	100%

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

	<u>PERFORMANCE MEASURES:</u>			
	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Prepare staff report findings and recommendations based on sound planning	100%	100%	100%	100%

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

	<u>PERFORMANCE MEASURES:</u>			
	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Respond timely to public inquiries	80%	100%	100%	100%
Attend community meetings	95%	100%	100%	100%

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

	<u>PERFORMANCE MEASURES:</u>			
	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Attend meetings	100%	100%	100%	100%

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

	<u>PERFORMANCE MEASURES:</u>			
	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Update annual General Plan conformance report on the Capital Improvement	100%	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:**

	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Respond timely to public inquiries	80%	100%	100%	100%
Provide interagency coordination	95%	100%	100%	100%

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

**PERFORMANCE MEASURES:**

	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Update General and Zoning Ordinances as	90%	100%	100%	100%
Update the Housing Element	100%	100%	100%	100%
Implement the Housing Element	95%	100%	100%	100%

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

**PERFORMANCE MEASURES:**

	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Process applications for long range planning projects	100%	100%	100%	100%

**Enforcement: ENDEAVOR TO OBTAIN VOLUNTARY COMPLIANCE FOR VIOLATIONS OF CITY**

**PERFORMANCE MEASURES:**

	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Notify property owners of alleged violations	100%	100%	100%	100%
Explain Codes and Regulations to foster cooperation and compliance	100%	100%	100%	100%

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

**PERFORMANCE MEASURES:**

	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Attend CIT meetings	95%	100%	100%	100%
Communicate regularly with team members	95%	100%	100%	100%

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

**PERFORMANCE MEASURES:**

	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Communicate and cooperate with outside agencies	100%	100%	100%	100%

**Environmental: PROVIDE SUPPORT TO THE COMMUNITY DEVELOPMENT DEPARTMENT AND OTHER**

**PERFORMANCE MEASURES:**

	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Assist in preparation of environmental documents and studies	50%	100%	100%	100%
Process environmental clearance for projects	50%	100%	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:**

	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Respond timely to public inquiries	50%	100%	100%	100%
Attend community meetings	50%	100%	100%	100%

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

**PERFORMANCE MEASURES:**

	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Continue professional development through training	25%	100%	100%	100%

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

**PERFORMANCE MEASURES:**

	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Create Economic Development Web Portal with County of Humboldt	YES	YES	YES	YES
Create, and manage, City of Eureka Economic Development Web Portal	NO	YES	YES	YES
Accurately and timely mapping of Business-related data for City of Eureka	NO	YES	YES	YES

**GIS: LEAD OUR REGION BY SUPPORTING ECONOMIC DEVELOPMENT SOLUTIONS**

**PERFORMANCE MEASURES:**

	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Create Economic Development Web Portal with County of Humboldt	YES	YES	YES	YES
Create, and manage, City of Eureka Economic Development Web Portal	NO	YES	YES	YES
Accurately and timely mapping of Business-related data for City of Eureka	NO	YES	YES	YES

**GIS: BECOME THE VISITOR-SERVING HUB OF THE REGION**

**PERFORMANCE MEASURES:**

	2017-18	2018-19	2018-19	2019-20
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Provide regional mapping agencies with timely and accurate data	YES	YES	YES	YES
Create, and manage, City of Eureka Visitor-Serving web-gis application	NO	YES	YES	YES

# Development Services

DEPARTMENT: Development Services

FUND: General

PROGRAM: Development Services

ACCOUNT: 46101

## GIS: BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Primary steward of geospatial data for the greater Eureka area	YES	YES	YES	YES
Maintain effective working relationships with instrumental agencies such as HSU,	YES	YES	YES	YES
Create and host a timely and accurate web-GIS application to support all facets of City	NO	YES	YES	YES

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Participate in the creation of a greater Eureka area regional transportation model	YES	YES	YES	YES
Create and steward timely and accurate datasets regarding transportation	YES	YES	YES	YES

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Create Economic Development Web Portal with County of Humboldt	YES	YES	YES	YES
Create, and manage, City of Eureka Economic Development Web Portal	NO	YES	YES	YES
Accurately and timely mapping of Business-related data for City of Eureka	NO	YES	YES	YES

## GIS: ESTABLISH A COMPREHENSIVE HISTORICAL PRESERVATION PLAN

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Create and steward historical property datasets	YES	YES	YES	YES
Create and manage historical properties web-GIS application	YES	YES	YES	YES

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Create and steward parking, business and infrastructure datasets	YES	YES	YES	YES
Provide mapping and analysis of downtown parking data	NO	YES	YES	YES
Utilize data from the greater Eureka area regional transportation model	NO	YES	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**

<u>Supporting Department Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Provide geospatial framework for Trak-it	YES	YES	YES	YES
Create and manage browser-based, customer-friendly web-GIS portal for all	NO	YES	YES	YES
Accurately and timely mapping of all City of Eureka Infrastructure data	NO	YES	YES	YES
Create and manage web-version of Engineering Department Utility data	YES	YES	YES	YES

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

<u>Supporting Department Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Create timely and accurate street light dataset for City of Eureka	YES	YES	YES	YES
Work with public and private entities to analyze and design street lighting	NO	YES	YES	YES

**GIS: MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS**

<u>Supporting Department Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Create and steward fire and emergency response geospatial datasets	YES	YES	YES	YES
Work with potential contractors to provide the latest technology for fire and	YES	YES	YES	YES
Provide timely support of fire and emergency response GIS applications	NO	YES	YES	YES

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

<u>Supporting Department Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Create and steward comprehensive infrastructure datasets	YES	YES	YES	YES
Conduct public safety facilities analysis	NO	YES	YES	YES
Create and steward un-reinforced masonry dataset	YES	YES	YES	YES
Conduct URM and hazard analysis	NO	YES	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 CITIES
- CONTINUE PROMOTING THE SAFE AND EFFICIENT FLOW OF TRAFFIC IN THE CITY OF EUREKA
- ENCOURAGE HUMBOLDT COUNTY OFFICIALS TO PARTNER WITH US TO IMPROVE TRAFFIC FLOW
- SLOW TRAFFIC IN OUR NEIGHBORHOODS AND ON SIDE STREETS
- REDUCE TRAFFIC ACCIDENT RATES IN THE CITY OF EUREKA

# Development Services

DEPARTMENT: Development Services

FUND: General

PROGRAM: Development Services

ACCOUNT: 46101

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

<u>Supporting Department Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Create Eureka street tree dataset	YES	YES	YES	YES
Maintain timely and accurate Eureka street tree dataset	NO	YES	YES	YES
Work with local contractors to develop experimental street tree interactive website	NO	YES	YES	YES

## GIS: Assistance to Police Department

<u>Supporting Department Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Provide EPD with GIS Administration for GIS-Based CAD System Migration	YES	YES	YES	YES
Assist EPD Staff with Mapping and Geospatial Expertise	YES	YES	YES	YES
Provide EPD with GIS Analyst for Cumulative Mapping Needs	YES	YES	YES	YES

## GIS: Assistance to Fire Department

<u>Supporting Department Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Provide Humboldt Bay Fire with GIS Administration for GIS-Based CAD System	YES	YES	YES	YES
Assist HBF Staff with Mapping and Geospatial Expertise	YES	YES	YES	YES
Provide HBF with GIS Analyst for Cumulative Mapping Needs	YES	YES	YES	YES

## GIS: Asset Management Preparation

<u>Supporting Department Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Compile Infrastructure Datasets to be Used for an Asset Management Registry	YES	YES	YES	YES
Research and Compile Standard Attributes for Incorporation Into Asset Management	YES	YES	YES	YES
Begin research into GIS-based and CMMMS software systems for long-term	NO	YES	YES	YES
Audit Existing GIS Files to Ensure Temporal and Accuracy Completeness	NO	YES	YES	YES

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

<u>Supporting Departmental Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Attend and participate in planning meetings	15	15	15	15
Market to companies in the industry clusters	80%	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

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Business Loans Processed	1	1	1	1
Business Meetings	25	25	25	25
Marketing Ads Placed	3	3	3	3
Presentations to Local Business Groups	5	5	5	5
Market/administer State & Federal Programs	100%	100%	100%	100%
Enterprise Zone				
CDBG				
EDA				
Industrial Development Bonds				
Employment Training Programs				
Foreign Trade Zone				
Attend CALED Quarterly Board Meetings	5	5	5	5
Attend Upstate Board Meetings	3	4	4	4
Attend Eureka Main Street Board Meetings	8	10	10	10
Attend North Coast SBDC Board Meetings	5	6	6	6
CALBIS/UPSTATE RFP Responses	1	1	1	1
Businesses assisted by Ombudsman	5	5	5	5
California Enterprise Development Authority				
Membership/Board Meetings	11	12	12	12
Business Site Visit	10	12	12	12

## LEAD OUR REGION BY SUPPORTING ECONOMIC DEVELOPMENT SOLUTIONS

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Attend Upstate Board Meetings	3	4	4	4
Marketing Ads Placed	3	3	3	3
Attend CALED Quarterly Board Meetings	5	5	5	5
Attend CAEZ Quarterly Board Meetings	5	5	5	5
Business Development Workshops Sponsored	4	4	4	4
Obtain Enterprise Zone Expansion	30%	100%	100%	100%

## ACHIEVE CONSISTENT INCREASES IN THE NUMBER OF LIVING-WAGE EMPLOYERS

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Attend Upstate Board Meetings	80%	100%	100%	100%
Marketing Ads Placed	3	3	3	3
Business Packets Distributed	75	60	60	60
Coastal Dependent Industrial ERTN	1	1	1	1
RFP's Issued	2	2	2	2
Proposals Evaluated with RAB Criteria	1	1	1	1
California Enterprise Development Authority				
Membership/Board Meetings	11	12	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

<u>Supporting Departmental Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Meetings with State/Federal Legislators/Staff	8	10	10	10
Letters to Support/Oppose Legislation	50	50	50	50

## BECOME THE VISITOR-SERVING HUB OF THE REGION

<u>Supporting Departmental Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Marketing Ads Placed	3	3	3	3
Support the Mural Program	100%	100%	100%	100%
Provide Funding to Eureka Main Street	100%	100%	100%	100%

## BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Departmental Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Attend Broadband Workshops	1	1	1	1
Meetings with State/Federal Legislators/Staff	8	10	10	10
Meetings With CALTRANS to improve Regional Transportation	Yes	Yes	Yes	Yes
Coordinate Regional Broadband Grant	1	1	1	1

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

<u>Supporting Department Objectives</u>	2017-18	<u>PERFORMANCE MEASURES:</u>		2019-20
	<u>Actual</u>	2018-19 <u>Target</u>	2018-19 <u>Estimated</u>	<u>Target</u>
Providing Access to the Following Programs Business Loan State/Federal Loans/Grant programs Development Assistance Programs	100%	100%	100%	100%

# Development Services

**DEPARTMENT:** Development Services

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

**PROGRAM:** Housing Programs

**ACCOUNT:** 46310 & 46320

**PROGRAM MISSION:**

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

**PROGRAM DESCRIPTION:**

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

PROGRAM EXPENDITURES:	2017-18	2018-19	2018-19	2019-20	2020-21
	Actual	Amended Budget	Estimated	Budget	Budget
Salaries and Benefits	\$ 130,929	\$ 125,013	\$ 125,013	\$ 130,983	\$ 131,769
Materials and Services	368,518	643,039	643,039	648,114	648,114
<b>Total Expenditures</b>	<b>\$ 499,447</b>	<b>\$ 768,052</b>	<b>\$ 768,052</b>	<b>\$ 779,097</b>	<b>\$ 779,883</b>

FULL TIME AND REGULAR PART-TIME POSITIONS:	2015-16	2018-19	2019-20	2020-21
	Actual	Actual	Budget	Budget
Project Manager	1.00	1.00	1.00	1.00
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

**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**

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
2016 State CDBG Homebuyer & Paint Up-Fix Up Program Grant Application	N/A	N/A	N/A	N/A
State HOME Grant Award for Danco 50 Units of Senior Affordable Housing	Awarded	Awarded	Awarded	Awarded
Update Policies & Procedures of the City's Rehabilitation Program	No	No	No	No
Humboldt Housing & Homeless Coalition Grant Writing Consultant Fees	Yes	Yes	Yes	Yes
CDBG Homebuyer Program Amendments & New Lender Selection	Yes	Yes	Yes	Yes
Homebuyer Loans (9-12 Loans)	4	4	4	4
Housing Rehabilitation Loans	1	1	1	1
Rental Rehabilitation Loan (Fund 285)	1	1	1	1
Loan Modifications (Deferred, Amortized)	4	4	4	4
Loan Subordination	2	2	2	2
Loans Paid In Full (2 Short Sales)	3	3	3	3
Loan Maturities	3	3	3	3
Lead Based Paint Grants (w/Rehab. Loan)	None	None	None	None
Small Senior Home Repair Grants	30	30	30	30
Relocation Grants (w/Rehab. Loan)	None	None	None	None
Graffiti Removal Grants	2	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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Services and Supplies	9,626	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 9,626</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**EXPENDITURES BY FUND:**

General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Harbor Fund	-	-	-	-	-
Golf Course Fund	9,626	-	-	-	-
<b>Total</b>	<b>\$ 9,626</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
Project Manager	-	-	-	-
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**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**

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Consumer Price Index Adjustments	71%	71%	71%	71%

**BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION**

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Respond in timely manner to requests for information	95%	95%	95%	95%
Respond in timely manner to work requests	95%	95%	95%	95%
Update website with applicable information	5	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.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Services and Supplies	69,810	75,467	75,467	26,223	26,223
Capital Outlay	-	-	265,000	-	-
<b>Total Expenditures</b>	<b>\$ 69,810</b>	<b>\$ 75,467</b>	<b>\$ 340,467</b>	<b>\$ 26,223</b>	<b>\$ 26,223</b>

	<u>2017-18 Actual</u>	<u>2018-19 Actual</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>FULL TIME AND REGULAR PART-TIME POSITIONS:</b>				
Project Manager	0.05	0.05	0.05	0.05
<b>Total</b>	<b>0.05</b>	<b>0.05</b>	<b>0.05</b>	<b>0.05</b>

**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 IN OUTSIDE FUNDING SOURCES

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Consumer Price Index Adjustments	0%	90%	90%	90%
Apply for funding for Capital Improvement Projects	0	1	1	1

### BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Respond in timely manner to phone messages	95%	100%	100%	100%
Respond to work request in a timely manner	100%	100%	100%	100%
Update website with applicable information	2	5	5	5

# Development Services

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**DEPARTMENT:** Development Services

**FUND:** Golf Course

**PROGRAM:** Golf Course

**ACCOUNT:** 44510

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**PROGRAM MISSION:**

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

**PROGRAM DESCRIPTION:**

In FY18/19 the Golf Course program was transferred to the City's non-profit agency, CAPE.

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**COUNCIL GOALS SUPPORTED:**

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Consumer Price Index Adjustments	Yes	Yes	Yes	Yes

**BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION**

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2017-18 Actual</u>	<u>2018-19 Target</u>	<u>2018-19 Estimated</u>	<u>2019-20 Target</u>
Respond in timely manner to phone messages	95%	100%	100%	100%
Update website with applicable information	5	12	12	12





Non-Operating

## Department Summary - Non-Operating

### DEPARTMENT DESCRIPTION:

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

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>EXPENDITURES BY PROGRAM:</b>					
Debt Service	\$ 4,266,187	\$ 6,128,318	\$ 6,112,244	\$ 5,980,095	\$ 5,643,564
Interfund transfers	8,409,682	6,734,546	6,366,546	6,366,546	6,366,546
	<u>\$12,675,869</u>	<u>\$ 12,862,864</u>	<u>\$ 12,478,790</u>	<u>\$ 12,346,641</u>	<u>\$ 12,010,110</u>
<b>EXPENDITURES BY FUND</b>					
General Fund	668,750	497,542	129,542	129,542	129,542
SA - Debt Svc	2,408,413	3,124,530	3,105,258	2,986,097	2,639,432
Water Fund	837,614	3,306,382	3,309,587	3,299,417	3,305,713
Water Capital Projects	2,669,384	-	-	-	-
Wastewater Operating Fund	823,343	5,760,128	5,760,121	5,757,303	5,761,141
Wastewater Capital Pr	5,201,090	-	-	-	-
Humboldt Bay	67,275	174,282	174,282	174,282	174,282
Total Resources	<u>\$12,675,869</u>	<u>\$ 12,862,864</u>	<u>\$ 12,478,790</u>	<u>\$ 12,346,641</u>	<u>\$ 12,010,110</u>

# Non-Operating

DEPARTMENT: Non-Operating

PROGRAM: Debt service

**PROGRAM DESCRIPTION:**

Debt service includes Capital Leases, Revenue Bonds and Interfund Advances

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Debt Service	<u>\$ 4,266,187</u>	<u>\$ 6,128,318</u>	<u>\$ 6,112,244</u>	<u>\$ 5,980,095</u>	<u>\$ 5,643,564</u>
<b>EXPENDITURES BY FUND:</b>					
General Fund	\$ 129,542	\$ 129,542	\$ 129,542	\$ 129,542	\$ 129,542
SA - Debt Svc	2,408,413	3,124,530	3,105,258	2,986,097	2,639,432
Water Fund	837,614	1,406,382	1,409,587	1,399,417	1,405,713
Wastewater Operating Fund	823,343	1,293,582	1,293,575	1,290,757	1,294,595
Humboldt Bay	67,275	174,282	174,282	174,282	174,282
Total	<u>\$ 4,266,187</u>	<u>\$ 6,128,318</u>	<u>\$ 6,112,244</u>	<u>\$ 5,980,095</u>	<u>\$ 5,643,564</u>

# Non-Operating

**DEPARTMENT:** Non-Operating

**PROGRAM:** Interfund transfers

**PROGRAM DESCRIPTION:**

Interfund transfers primarily represent operating subsidies.

	<u>2017-18 Actual</u>	<u>2018-19 Amended Budget</u>	<u>2018-19 Estimated</u>	<u>2019-20 Budget</u>	<u>2020-21 Budget</u>
<b>PROGRAM EXPENDITURES:</b>					
Interfund transfers	\$ 8,409,682	\$ 6,734,546	\$ 6,366,546	\$ 6,366,546	\$ 6,366,546
<b>EXPENDITURES BY FUND</b>					
General Fund	\$ 539,208	\$ 368,000	\$ -	\$ -	\$ -
Water Fund	-	1,900,000	1,900,000	1,900,000	1,900,000
Water Capital Projects	2,669,384	-	-	-	-
Wastewater Operating Fund	-	4,466,546	4,466,546	4,466,546	4,466,546
Wastewater Capital	5,201,090	-	-	-	-
<b>Total</b>	<b>\$ 8,409,682</b>	<b>\$ 6,734,546</b>	<b>\$ 6,366,546</b>	<b>\$ 6,366,546</b>	<b>\$ 6,366,546</b>





## Section D:

# Department & Fund Relationship

## Department and Fund Relationship

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### 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

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



## Section E:

# Fund Summaries

# Fund Summaries - Overview

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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 (2017-18), the fiscal year covered by the 2018-19 Adopted Budget, and the 2019-20 projected 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

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**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
<b>Working Capital-7/1/18</b>	5,193,121	129,945
SOURCES:		
Revenues:		
Taxes	22,951,530	-
Licenses, Permits & Franchises	1,392,800	-
Intergovernmental	2,666,438	-
Charges for Services	1,637,641	-
Fines & Forfeits	126,500	-
Miscellaneous	334,202	60,097
Other Financing Sources	-	-
Total Sources	29,109,111	60,097
USES:		
Operating Budgets	28,166,117	140,691
Debt Service	129,542	-
Projects	674,215	-
Transfers to Other Funds	-	-
Total Uses	28,969,874	140,691
<b>Working Capital-6/30/19</b>	5,332,358	49,351
SOURCES:		
Revenues:		
Taxes	22,976,750	-
Licenses, Permits & Franchises	1,392,800	-
Intergovernmental	2,688,095	-
Charges for Services	1,611,340	-
Fines & Forfeits	126,500	-
Miscellaneous	174,300	-
Other Financing Sources	-	-
Total Sources	28,969,785	-
USES:		
Operating Budgets	30,231,347	49,351
Debt Service	129,542	-
Projects	475,000	-
Transfers to Other Funds	-	-
Total Uses	30,835,889	49,351
<b>Working Capital-6/30/20</b>	3,466,254	-
SOURCES:		
Revenues:		
Taxes	23,168,630	-
Licenses, Permits & Franchises	1,392,800	-
Intergovernmental	2,688,095	-
Charges for Services	1,611,340	-
Fines & Forfeits	126,500	-
Miscellaneous	174,300	-
Other Financing Sources	-	-
Total Sources	29,161,665	-
USES:		
Operating Budgets	30,386,016	5,946
Debt Service	129,542	-
Projects	25,000	-
Transfers to Other Funds	-	-
Total Uses	30,540,558	5,946
<b>Working Capital-6/30/21</b>	2,087,361	(5,946)

# Special Revenue Funds

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**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

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- **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.

# FUND SUMMARIES - CITY FUNDS

## SPECIAL REVENUE FUNDS

	Economic Development	CDBG - Technical & Planning	Habitat Acquisition & Restoration	Environmental Programs
<b>Working Capital-7/1/18</b>	564,173	-	31,254	244,019
SOURCES:				
Revenues	-	-	-	75,437
Transfers from Other Funds	-	-	-	-
Total Sources	-	-	-	75,437
USES:				
Operating Budgets	283,117	-	-	134,585
Projects	-	-	235,871	-
Total Uses	283,117	-	235,871	134,585
<b>Working Capital-6/30/19</b>	281,056	-	(204,617)	184,871
SOURCES:				
Revenues	-	-	204,617	66,000
Transfers from Other Funds	-	-	-	-
Total Sources	-	-	204,617	66,000
USES:				
Operating Budgets	199,772	-	-	102,178
Projects	-	-	-	-
Total Uses	199,772	-	-	102,178
<b>Working Capital-6/30/20</b>	81,284	-	-	148,693
SOURCES:				
Revenues	-	-	-	66,000
Transfers from Other Funds	-	-	-	-
Total Sources	-	-	-	66,000
USES:				
Operating Budgets	-	-	-	102,807
Projects	-	-	-	-
Total Uses	-	-	-	102,807
<b>Working Capital-6/30/21</b>	81,284	-	-	111,886

# FUND SUMMARIES - CITY FUNDS

## SPECIAL REVENUE FUNDS

	Capital Improvements	Demolition Projects	Airport	Housing	CDBG - Housing
<b>Working Capital-7/1/18</b>	120,801	(1,408,795)	(126,866)	2,245,590	32,821
SOURCES:					
Revenues	25,934	-	38,669	848,997	-
Transfers from Other Funds	-	-	-	-	-
<b>Total Sources</b>	<b>25,934</b>	<b>-</b>	<b>38,669</b>	<b>473,042</b>	<b>-</b>
USES:					
Operating Budgets	-	-	347,972	768,052	-
Projects	-	300,000	-	-	-
<b>Total Uses</b>	<b>-</b>	<b>300,000</b>	<b>347,972</b>	<b>50,000</b>	<b>-</b>
<b>Working Capital-6/30/19</b>	<b>146,735</b>	<b>(1,708,795)</b>	<b>(436,169)</b>	<b>1,225,402</b>	<b>32,821</b>
SOURCES:					
Revenues	-	-	40,000	50,000	-
Transfers from Other Funds	-	-	-	-	-
<b>Total Sources</b>	<b>-</b>	<b>-</b>	<b>40,000</b>	<b>50,000</b>	<b>-</b>
USES:					
Operating Budgets	-	-	34,071	779,097	-
Projects	-	300,000	-	-	-
<b>Total Uses</b>	<b>-</b>	<b>300,000</b>	<b>34,071</b>	<b>50,000</b>	<b>-</b>
<b>Working Capital-6/30/20</b>	<b>146,735</b>	<b>(2,008,795)</b>	<b>(430,240)</b>	<b>1,225,402</b>	<b>32,821</b>
SOURCES:					
Revenues	-	-	40,000	50,000	-
Transfers from Other Funds	-	-	-	-	-
<b>Total Sources</b>	<b>-</b>	<b>-</b>	<b>40,000</b>	<b>50,000</b>	<b>-</b>
USES:					
Operating Budgets	-	-	34,119	779,883	-
Projects	-	300,000	-	-	-
<b>Total Uses</b>	<b>-</b>	<b>300,000</b>	<b>34,119</b>	<b>50,000</b>	<b>-</b>
<b>Working Capital-6/30/21</b>	<b>146,735</b>	<b>(2,308,795)</b>	<b>(424,359)</b>	<b>1,225,402</b>	<b>32,821</b>

# FUND SUMMARIES - CITY FUNDS

## SPECIAL REVENUE FUNDS

	HOME Program	CDBG - Housing	Cal Home	Rental Rehab	Housing
<b>Working Capital-7/1/18</b>	982,246	(212,707)	84,792	105,258	222,588
SOURCES:					
Revenues	119,344	353,698	-	-	35,444
Transfers from Other Funds	-	-	-	-	-
Total Sources	119,344	353,698	-	-	35,444
USES:					
Operating Budgets	50,000	-	42,850	-	27,918
Projects	-	-	-	-	-
Total Uses	50,000	-	42,850	-	27,918
<b>Working Capital-6/30/19</b>	1,051,590	140,991	41,942	105,258	230,114
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
<b>Working Capital-6/30/20</b>	1,051,590	140,991	(908)	105,258	202,196
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
<b>Working Capital-6/30/21</b>	1,051,590	140,991	(43,758)	105,258	174,278

# FUND SUMMARIES - CITY FUNDS

## SPECIAL REVENUE FUNDS

	City Housing Low/Mod	Gas Tax/ State Highway	Police Special Revenue	Parking Fund
<b>Working Capital-7/1/18</b>	1,030,592	(283,053)	1,706,123	(64,065)
SOURCES:				
Revenues	340,511	1,494,728	1,189,665	149,000
Transfers from Other Funds	-	-	-	-
Total Sources	340,511	1,494,728	1,189,665	149,000
USES:				
Operating Budgets	647,284	613,689	803,510	106,081
Projects	-	980,348	-	15,000
Total Uses	647,284	1,594,037	803,510	121,081
<b>Working Capital-6/30/19</b>	723,819	(382,362)	2,092,278	(36,146)
SOURCES:				
Revenues	-	1,375,147	230,000	149,000
Transfers from Other Funds	-	-	-	-
Total Sources	-	1,375,147	230,000	149,000
USES:				
Operating Budgets	658,329	653,483	803,510	103,175
Projects	-	743,507	-	15,000
Total Uses	658,329	1,396,990	803,510	118,175
<b>Working Capital-6/30/20</b>	65,490	(404,205)	1,518,768	(5,321)
SOURCES:				
Revenues	-	1,375,147	230,000	149,000
Transfers from Other Funds	-	-	-	-
Total Sources	-	1,375,147	230,000	149,000
USES:				
Operating Budgets	659,115	659,229	803,510	104,712
Projects	-	743,507	-	15,000
Total Uses	659,115	1,402,736	803,510	119,712
<b>Working Capital-6/30/21</b>	(593,625)	(431,794)	945,258	23,967



# Enterprise Funds

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**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. The management of the Golf Course was transferred to the City's non-profit agency, CAPE in FY2018-19.

# FUND SUMMARIES - CITY FUNDS

## ENTERPRISE FUNDS

	500	501	510	512
	Water Operating	Water Capital	Wastewater Operating	Wastewater Capital
<b>Working Capital-7/1/18</b>	10,702,105	1,128,259	4,205,215	(1,390,857)
REVENUES:				
User fees	8,844,408	-	9,944,183	-
Other revenues	21,065	-	13,704	1,756,739
Transfers and/or contributions	-	1,900,000	-	4,466,546
Total Sources	8,865,473	1,900,000	9,957,887	6,223,285
EXPENSES:				
Operating Expenses	6,672,035	-	6,542,729	-
Capital Projects	28,300	1,334,609	131,391	3,468,643
Reserves	-	-	-	-
Debt service	1,409,587	-	1,293,575	-
Transfers to/(from) Other Funds	1,900,000	-	4,466,546	-
Total Uses	10,009,922	1,334,609	12,434,241	3,468,643
<b>Working Capital-6/30/19</b>	9,557,656	1,693,650	1,728,861	1,363,785
REVENUES:				
User fees	9,345,414	-	11,855,336	-
Other revenues	-	-	-	1,971,454
Transfers and/or contributions	-	1,900,000	-	4,466,546
Total Sources	9,345,414	1,900,000	11,855,336	6,438,000
USES:				
Operating Expenses	6,695,429	-	6,868,025	-
Capital Projects	23,100	7,086,000	48,400	6,957,829
Reserves	-	-	-	-
Debt Service	1,399,417	-	1,290,757	-
Transfers out	1,900,000	-	4,466,546	-
TOTAL USES	10,017,946	7,086,000	12,673,728	6,957,829
<b>Working Capital-6/30/20</b>	8,885,124	(3,492,350)	910,469	843,956
REVENUES:				
User fees	9,741,231	-	12,029,603	-
Other revenues	-	-	-	1,155,454
Transfers and/or contributions	-	1,900,000	-	4,466,546
Total Sources	9,741,231	1,900,000	12,029,603	5,622,000
USES:				
Operating Expenses	6,716,749	-	6,822,297	-
Capital Projects	53,100	2,000,000	48,400	2,377,000
Reserves	-	-	-	-
Debt Service	1,405,713	-	1,294,595	-
Transfers out	1,900,000	-	4,466,546	-
TOTAL USES	10,075,562	2,000,000	12,631,838	2,377,000
<b>Working Capital-6/30/21</b>	8,550,793	(3,592,350)	308,234	4,088,956

# FUND SUMMARIES - CITY FUNDS

## ENTERPRISE FUNDS

	520	530	540	550
	Transit	Humboldt Bay Operating	Building Fund	Municipal Golf Course
<b>Working Capital-7/1/18</b>	445,181	(1,808,081)	172,685	90,172
REVENUES:				
User fees	-	-	222,814	-
Other revenues	-	1,000,489	877,219	39,000
Transfers and/or contributions	-	-	-	-
<b>Total Sources</b>	<b>-</b>	<b>1,000,489</b>	<b>1,100,033</b>	<b>39,000</b>
EXPENSES:				
Operating Expenses	-	936,220	1,122,090	-
Capital Projects	-	1,722,965	-	128,695
Reserves	-	-	-	-
Debt service	-	174,282	-	-
Transfers to/(from) Other Funds	-	-	-	-
<b>Total Uses</b>	<b>-</b>	<b>2,833,467</b>	<b>1,122,090</b>	<b>128,695</b>
<b>Working Capital-6/30/19</b>	445,181	(3,641,059)	150,628	477
REVENUES:				
User fees	-	-	210,000	-
Other revenues	-	969,109	785,000	-
Transfers and/or contributions	-	-	-	-
<b>Total Sources</b>	<b>-</b>	<b>969,109</b>	<b>995,000</b>	<b>-</b>
USES:				
Operating Expenses	-	922,262	1,146,171	-
Capital Projects	-	151,000	-	-
Reserves	-	-	-	-
Debt Service	-	174,282	-	-
Transfers out	-	-	-	-
<b>TOTAL USES</b>	<b>-</b>	<b>1,247,544</b>	<b>1,146,171</b>	<b>-</b>
<b>Working Capital-6/30/20</b>	445,181	(3,919,494)	(543)	477
REVENUES:				
User fees	-	-	210,000	-
Other revenues	-	969,109	785,000	-
Transfers and/or contributions	-	-	-	-
<b>Total Sources</b>	<b>-</b>	<b>969,109</b>	<b>995,000</b>	<b>-</b>
USES:				
Operating Expenses	-	926,560	1,159,244	-
Capital Projects	-	151,000	-	-
Reserves	-	-	-	-
Debt Service	-	174,282	-	-
Transfers out	-	-	-	-
<b>TOTAL USES</b>	<b>-</b>	<b>1,251,842</b>	<b>1,159,244</b>	<b>-</b>
<b>Working Capital-6/30/21</b>	445,181	(4,202,227)	(164,787)	477

# Internal Service Funds

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**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
<b>Working Capital-7/1/18</b>	(461,307)	1,851,007	343,429	(3,175)	65,716
SOURCES:					
Revenues	1,967,500	1,901,495	1,241,746	3,089,062	973,263
Total Sources	<u>1,967,500</u>	<u>1,901,495</u>	<u>1,241,746</u>	<u>3,089,062</u>	<u>973,263</u>
USES:					
Operating Budgets	1,898,022	2,632,698	1,296,075	3,130,862	1,026,637
Transfers to/(from) Other Funds	-	-	-	-	-
Total Uses	<u>1,898,022</u>	<u>2,632,698</u>	<u>1,296,075</u>	<u>3,130,862</u>	<u>1,026,637</u>
<b>Working Capital-6/30/19</b>	<u>(391,829)</u>	<u>1,119,804</u>	<u>289,100</u>	<u>(44,975)</u>	<u>12,342</u>
SOURCES:					
Revenues	2,268,441	2,096,216	1,503,441	3,081,893	1,221,500
Total Sources	<u>2,268,441</u>	<u>2,096,216</u>	<u>1,503,441</u>	<u>3,081,893</u>	<u>1,221,500</u>
USES:					
Operating Budgets	2,248,301	2,096,225	1,490,383	3,076,062	1,141,501
Capital Projects	-	-	-	-	125,000
Total Uses	<u>2,248,301</u>	<u>2,096,225</u>	<u>1,490,383</u>	<u>3,076,062</u>	<u>1,266,501</u>
<b>Working Capital-6/30/20</b>	<u>(371,689)</u>	<u>1,119,795</u>	<u>302,158</u>	<u>(39,144)</u>	<u>(32,659)</u>
SOURCES:					
Revenues	2,271,441	2,096,216	1,503,441	3,081,893	1,221,500
Total Sources	<u>2,271,441</u>	<u>2,096,216</u>	<u>1,503,441</u>	<u>3,081,893</u>	<u>1,221,500</u>
USES:					
Operating Budgets	2,248,301	2,105,578	1,503,993	3,115,329	1,155,943
Total Uses	<u>2,248,301</u>	<u>2,105,578</u>	<u>1,503,993</u>	<u>3,115,329</u>	<u>1,155,943</u>
<b>Working Capital-6/30/21</b>	<u>(348,549)</u>	<u>1,110,433</u>	<u>301,606</u>	<u>(72,580)</u>	<u>32,898</u>

## Trust Funds

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**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
<b>Working Capital-7/1/18</b>	119,376
ADDITIONS:	141,638
Total Additions	141,638
DEDUCTIONS:	
Benefits & Expenses	246,638
Total Deductions	246,638
<b>Working Capital-6/30/19</b>	14,376
ADDITIONS	241,638
Total Additions	241,638
DEDUCTIONS:	
Benefits & Expenses	246,638
Total Deductions	246,638
<b>Working Capital-6/30/20</b>	9,376
ADDITIONS	241,638
Total Additions	241,638
DEDUCTIONS:	
Benefits & Expenses	246,638
Total Deductions	246,638
<b>Working Capital-6/30/21</b>	4,376

## **Special Revenue Funds**

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### **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
<b>Working Capital-7/1/18</b>	1,055,093	45,561
SOURCES:		
Revenues	3,273,413	-
Transfers from Other Funds	-	-
Total Sources	<u>3,273,413</u>	<u>-</u>
USES:		
Operating Budgets	250,000	-
Debt Service	3,105,258	-
Transfers to Other Funds	-	-
Total Uses	<u>3,355,258</u>	<u>-</u>
<b>Working Capital-6/30/19</b>	<u>973,248</u>	<u>45,561</u>
SOURCES:		
Revenues	2,986,097	-
Transfers from Other Funds	-	-
Total Sources	<u>2,986,097</u>	<u>-</u>
USES:		
Operating Budgets	-	-
Debt Service	2,986,097	-
Total Uses	<u>2,986,097</u>	<u>-</u>
<b>Working Capital-6/30/20</b>	<u>973,248</u>	<u>45,561</u>
SOURCES:		
Revenues	2,639,433	-
Transfers from Other Funds	-	-
Total Sources	<u>2,639,433</u>	<u>-</u>
USES:		
Operating Budgets	-	-
Debt Service	2,639,432	-
Projects	-	-
Total Uses	<u>2,639,432</u>	<u>-</u>
<b>Working Capital-6/30/21</b>	<u>973,249</u>	<u>45,561</u>



## Section F:

# Revenues by Fund

# Revenues By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>110</b>	<b>GENERAL FUND</b>					
	<b>TAXES:</b>					
31110-0000	Secured - Current	1,906,301	2,603,000	2,120,000	2,141,000	2,162,000
31110-2011	Transfer to RDA	0	(1,038,000)	0	0	0
31110-3000	RDA - Residual	0	360,000	307,329	310,000	313,000
31111-0000	Unsecured - Current	103,107	106,000	109,000	110,000	111,000
31125-0000	Supp roll - Current	37,529	43,000	13,000	13,000	13,000
31131-0000	Unsecured - prior	1,716	1,500	1,500	1,500	1,500
31135-0000	Supp roll - prior	5,333	5,000	5,000	5,000	5,000
31301-0000	Sales tax	10,261,934	10,721,000	10,399,875	10,400,000	10,514,400
31302-0000	Sales tax-Pub Safety	291,963	269,000	269,000	269,000	269,000
31304-0000	Transaction & Use tax	2,192,529	2,227,000	2,174,719	2,175,000	2,192,400
31304-1000	Supp-Transaction & Use tax	4,446,571	4,562,000	4,384,857	4,385,000	4,420,080
31305-0000	Transfer tax	77,017	60,000	60,000	60,000	60,000
31501-0000	TOT	2,981,186	3,021,000	2,806,000	2,806,000	2,806,000
31502-0000	Humb Tourism Admin Fee Rev	7,462	5,000	5,000	5,000	5,000
31601-0000	Reg bus license tax	245,770	239,000	245,000	245,000	245,000
31602-0000	Business License Review Fee	3,375	3,000	3,000	3,000	3,000
31603-0000	Bus lic penalties	16,039	9,000	13,250	13,250	13,250
31611-0000	BID - all areas	35,463	35,000	35,000	35,000	35,000
31905-0000	Timber yield tax	104	0	0	0	0
31920-0000	Utility users' tax	0	0	0	0	0
	<b>Subtotal</b>	<b>22,613,399</b>	<b>23,231,500</b>	<b>22,951,530</b>	<b>22,976,750</b>	<b>23,168,630</b>
	<b>LICENSES, PERMITS &amp; FRANCHISES:</b>					
32101-0000	Animal licenses	53,635	45,000	45,000	45,000	45,000
32101-2100	Animal licenses - penalties	276	0	0	0	0
32232-0000	Residential Parking Permits	1,050	0	0	0	0
32241-0000	Encroachment permits	30,400	25,000	25,000	25,000	25,000
32243-0000	Transportation permits	530	800	800	800	800
32310-0000	Gas/Elec franchise	294,604	295,000	295,000	295,000	295,000
32320-0000	Cable TV franchise	279,692	282,000	282,000	282,000	282,000
32330-0000	Garbage franchise	753,217	745,000	745,000	745,000	745,000
	<b>Subtotal</b>	<b>1,413,404</b>	<b>1,392,800</b>	<b>1,392,800</b>	<b>1,392,800</b>	<b>1,392,800</b>
	<b>INTERGOVERNMENTAL:</b>					
33135-1000	Humb Co-JAG/Byrne	5,021	0	0	0	0
33135-1291	Bureau of Justice	318	0	0	0	0
33135-2000	DOJ - BVP	20,402	0	0	0	0
33155-0000	Humb Co - DTF	4,750	8,000	8,000	8,000	8,000
33303-2000	Humboldt Bay Fire JPA	0	77,000	77,000	77,000	77,000
33305-0000	Motor veh. in-lieu	14,313	11,000	11,000	11,000	11,000
33311-0000	Prop tax VLF in-lieu	2,309,127	2,309,000	2,398,032	2,398,032	2,398,032
33312-0000	Federal in-lieu	686	0	0	0	0
33315-0000	HOPTR	32,622	35,000	35,000	35,000	35,000
33330-0000	P.O.S.T.	25,248	20,000	50,406	50,406	50,406
33330-2100	Dispatch Services	0	0	38,000	64,657	64,657
33339-0000	County Reimbursements	36,100	0	0	0	0
33358-0000	Nat. Recreation & Parks Asso	20,000	0	5,000	0	0
33359-1017	Fish & Game/Wildlife	4,989	0	0	0	0
33360-0000	HWMA Mitigation	27,500	0	0	0	0
33378-0000	SWRCB	147,683	0	0	0	0
33391-0000	Housing & Community Developm	125,350	0	0	0	0
33392-0000	SB 90	5	44,000	44,000	44,000	44,000
	<b>Subtotal</b>	<b>2,774,114</b>	<b>2,504,000</b>	<b>2,666,438</b>	<b>2,688,095</b>	<b>2,688,095</b>
	<b>CHARGES FOR SERVICES:</b>					
34211-0000	Sp. police services	68,040	50,000	50,000	50,000	50,000
34213-0000	Training Class Reimbursement	0	0	20,386	0	0
34214-0000	Police rev-counter	73,850	71,000	71,000	71,000	71,000
34217-0000	False alarm chgs	0	0	6,230	0	0
34231-0000	Plan check fees	8,765	7,500	10,046	10,000	10,000
34242-0000	Fire plan check fees	567	0	0	0	0
34244-0000	Alarm permits	1,380	0	0	0	0

# Revenues By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
34311-0000	Survey service	895	0	0	0	0
34312-0000	Sales of plans/specs	1,178	1,000	1,000	1,000	1,000
34314-0000	Eng. subdivision fees	2,000	0	0	0	0
34317-0000	Engineering reviews	9,905	5,500	19,639	20,000	20,000
34319-0000	Engineering agreement fees	150	450	450	450	450
34321-0000	St. highway sweeping	(22,952)	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	3,907	0	0	0	0
34410-0000	Recreation programs	2,945	0	0	0	0
34410-1024	Special classes	39,554	40,000	40,000	40,000	40,000
34410-1025	Men's softball	7,500	10,000	10,000	10,000	10,000
34410-1027	Coed softball	12,285	15,000	15,000	15,000	15,000
34410-1028	Men's basketball	14,120	12,000	12,000	12,000	12,000
34410-1030	Women's volleyball	12,375	12,000	12,000	12,000	12,000
34410-1033	Hoopsters basketball	37,340	40,000	40,000	40,000	40,000
34410-1034	Roller skating	10,594	10,000	10,000	10,000	10,000
34410-1041	Special events	2,799	3,000	3,000	3,000	3,000
34410-1147	Recreation - Play Center	11,744	10,000	10,000	10,000	10,000
34410-1164	Non Res adlt sports	2,675	2,500	2,500	2,500	2,500
34410-1165	Non Res adlt spec cl	228	50	50	50	50
34410-1166	Non Res yth spec cl	344	75	75	75	75
34410-1168	Ryan Center	111,287	90,000	90,000	90,000	90,000
34410-1194	Youth-Eur City Schls	241,550	220,000	220,000	220,000	220,000
34410-1197	Youth-After School Program	0	63,000	63,000	63,000	63,000
34410-1199	Youth- Pre-K Preschool	0	134,000	134,000	134,000	134,000
34411-1042	Membership-resident	52,614	60,000	60,000	60,000	60,000
34411-1043	Membrship-non-resident	3,793	2,000	2,000	2,000	2,000
34411-1044	Drop-in - resident	6,236	6,000	6,000	6,000	6,000
34411-1046	Open gym - resident	19,183	15,000	15,000	15,000	15,000
34412-0000	Zoo admission	313,216	300,000	300,000	300,000	300,000
34413-0000	Zoo school visits	4,554	4,000	4,000	4,000	4,000
34415-0000	Zoo tour revenue	900	1,500	1,500	1,500	1,500
34419-0000	Staff-bldg. superv.	755	0	0	0	0
34419-1100	Sequoia Park	855	750	750	750	750
34515-0000	Planning-sp svcs fees	161	3,000	3,000	3,000	3,000
34516-0000	Historic pres. fees	1,135	0	0	0	0
34523-0000	C.D. Administrative	1,326	1,000	1,000	1,000	1,000
34524-0000	C.D. Ministerial	14,313	8,000	8,000	8,000	8,000
34525-0000	C.D. Discretionary	22,450	7,500	31,850	31,850	31,850
34612-0000	Grant administration	10,000	0	11,165	11,165	11,165
34620-0000	CCL Application Fee	34,000	24,000	18,000	18,000	18,000
34620-1000	CCL License Fee	33,000	34,750	67,000	67,000	67,000
34620-2000	CCL Track & Trace Fee	79,500	100,250	133,500	133,500	133,500
34620-3000	CCL Inspection Fee	46,500	61,000	108,500	108,500	108,500
34901-0000	Return check chgs	95	0	0	0	0
34910-0000	Printing chgs	364	0	0	0	0
34911-0000	Postage chgs	50	0	0	0	0
34913-0000	Subpoenaed Employee chgs	705	2,000	2,000	2,000	2,000
34915-0000	Misc. copy charges	13	0	0	0	0
34916-0000	Engineering Agreement Fee	1,857	0	0	0	0
34990-0000	Other Misc Fees	35	0	0	0	0
	<b>Subtotal</b>	<b>1,302,635</b>	<b>1,451,825</b>	<b>1,637,641</b>	<b>1,611,340</b>	<b>1,611,340</b>
	<b>FINES &amp; FORFEITS:</b>					
35220-0000	Criminal fines	6,185	7,500	7,500	7,500	7,500
35230-0000	Court fines	100,010	180,000	96,000	96,000	96,000
35261-0000	Code violation restitution	13,675	20,000	20,000	20,000	20,000
35263-0000	DUI Code Violations	280	3,000	3,000	3,000	3,000
35264-0000	Animal Control - Impounding	3,000	0	0	0	0
	<b>Subtotal</b>	<b>123,150</b>	<b>210,500</b>	<b>126,500</b>	<b>126,500</b>	<b>126,500</b>
	<b>MISCELLANEOUS:</b>					
36110-0000	Pooled cash interest	80,663	10,000	10,000	10,000	10,000
36112-0000	Other interest	9,635	5,000	5,000	5,000	5,000

# Revenues By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
36112-2000	Code Violation Int Charge	65,246	20,000	20,000	20,000	20,000
36310-0000	Building rent	54,070	20,000	20,000	20,000	20,000
36310-1185	American Red Cross	960	1,500	1,500	1,500	1,500
36311-1094	Muni Auditorium	4,295	2,500	2,500	2,500	2,500
36311-1099	Zoo Multi Purpose Room Rent	400	0	0	0	0
36311-1100	Zoo Class Registration	52,135	60,000	60,000	60,000	60,000
36311-1102	Zoo Events/Rentals	2,125	3,000	3,000	3,000	3,000
36312-1098	Gymnasium	17,561	15,000	15,000	15,000	15,000
36312-1099	Meeting room	6,600	5,000	5,000	5,000	5,000
36314-1101	Kennedy-Hartman	198	200	200	200	200
36314-1195	Seq Park picnic area	3,789	2,000	2,000	2,000	2,000
36390-0000	Other Rents & Leases	4,569	2,000	2,000	2,000	2,000
36390-1001	Northcoast Children's Srvc's	9,600	9,600	9,600	9,600	9,600
36504-0000	Myrtle Grove Cemetery	0	2,000	2,000	2,000	2,000
36509-1236	Donations - Public Safety	(75)	0	0	0	0
36810-0000	Cash over or short	(18)	0	0	0	0
36815-0000	Compensation-property damage	85	0	50,415	0	0
36820-0000	Refunds	57	0	0	0	0
36821-0000	Sale - unclaimed prop	171	4,000	4,000	4,000	4,000
36822-0000	Rebates	2,322	2,500	8,319	2,500	2,500
36890-0000	Miscellaneous	23,871	10,000	113,668	10,000	10,000
36890-2100	Police-Miscellaneous	(6,386)	0	0	0	0
	<b>Subtotal</b>	<b>331,873</b>	<b>174,300</b>	<b>334,202</b>	<b>174,300</b>	<b>174,300</b>
<b>TOTAL FUND 110</b>		<b>28,558,575</b>	<b>28,964,925</b>	<b>29,109,111</b>	<b>28,969,785</b>	<b>29,161,665</b>
<b>112</b>	<b>GENERAL FUND</b>					
	<b>MISCELLANEOUS:</b>					
36504-0000	Myrtle Grove Cemetery	2,380	0	0	0	0
36506-0000	Donations - Parks & Rec	12,148	0	10,324	0	0
36506-1322	Donations - Parks & Rec Seq	227	0	348	0	0
36506-1401	Donations - CAPE	22,414	0	18,800	0	0
36509-1236	Donations - Public Safety	2,349	0	1,200	0	0
36509-1237	Donations - Police K-9	100	0	180	0	0
36509-1238	Donations - Volunteer Patrol	50	0	200	0	0
36509-1239	Davenport Reward	5,000	0	0	0	0
36509-1243	Crime prevention	0	0	100	0	0
36509-1273	Donations - Miscellaneous	0	0	100	0	0
36509-2100	Donations-Miscellaneous Poli	300	0	0	0	0
36510-0000	Donations - Art & Culture	1,688	0	6,750	0	0
36510-1100	Donations - Fireworks	20,296	0	11,958	0	0
36590-0000	Donations - Misc.	6	0	0	0	0
36590-1263	Donations - Coast Guard Ball	0	0	10,137	0	0
	<b>Subtotal</b>	<b>66,958</b>	<b>0</b>	<b>60,097</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUND 112</b>		<b>66,958</b>	<b>0</b>	<b>60,097</b>	<b>0</b>	<b>0</b>
<b>224</b>	<b>SB 1435 STATE HIGHWAY ACCOUNT FUND</b>					
	<b>INTERGOVERNMENTAL:</b>					
33331-1000	MAP 21	0	200,000	200,000	200,000	200,000
<b>TOTAL FUND 224</b>		<b>0</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
<b>225</b>	<b>SB 45 St Hghwy Funds</b>					
	<b>INTERGOVERNMENTAL:</b>					
33332-0000	SB 45-St Hghwy Funds	280,000	0	0	0	0
<b>TOTAL FUND 225</b>		<b>280,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>226</b>	<b>CALTRANS NON-FREEWAY FUND</b>					
	<b>INTERGOVERNMENTAL:</b>					

# Revenues By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
33333-0000	Caltrans - Non-Freeway	2,780,771	0	219,393	0	0
<b>TOTAL FUND 226</b>		<b>2,780,771</b>	<b>0</b>	<b>219,393</b>	<b>0</b>	<b>0</b>
<b>227</b>	<b>CALTRANS NON-FREEWAY FUND</b>					
	<i><b>INTERGOVERNMENTAL:</b></i>					
33327-0000	Grant Revenue (PJ # Required)	8,068	0	6,446	0	0
33327-1000	Grant Revenue	42,738	0	43,767	0	0
33340-0000	Prop 1B	153,688	0	1,178	0	0
	<b>Subtotal</b>	<b>204,494</b>	<b>0</b>	<b>51,391</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUND 227</b>		<b>204,494</b>	<b>0</b>	<b>51,391</b>	<b>0</b>	<b>0</b>
<b>228</b>	<b>SB1 RMRA</b>					
	<i><b>INTERGOVERNMENTAL:</b></i>					
33327-2000	RMRA Sec. 2030	0	0	430,094	446,881	446,881
<b>TOTAL FUND 228</b>		<b>0</b>	<b>0</b>	<b>430,094</b>	<b>446,881</b>	<b>446,881</b>
<b>229</b>	<b>GAS TAX FUND</b>					
	<i><b>INTERGOVERNMENTAL:</b></i>					
33324-0000	HUTA 2103 Gas Tax	105,888	208,463	99,734	234,191	234,191
33325-0000	HUTA 2105 Gas Tax	147,557	156,546	151,025	151,011	151,011
33326-0000	HUTA 2106 Gas Tax	111,930	111,724	109,178	109,169	109,169
33327-0000	HUTA 2107 Gas Tax	192,036	194,227	197,250	197,232	197,232
33327-1000	HUTA 2107.5 Gas Tax	6,000	6,000	6,000	6,000	6,000
33327-2000	RMRA Sec. 2030	159,327	451,535	0	0	0
33327-3000	Loan Repay. Sec. 16321	30,911	30,911	30,663	30,663	30,663
	<b>Subtotal</b>	<b>753,649</b>	<b>1,159,406</b>	<b>593,850</b>	<b>728,266</b>	<b>728,266</b>
<b>TOTAL FUND 229</b>		<b>753,649</b>	<b>1,159,406</b>	<b>593,850</b>	<b>728,266</b>	<b>728,266</b>
<b>230</b>	<b>HABITAT ACQUISITION AND RESTORATION FUND</b>					
	<i><b>INTERGOVERNMENTAL:</b></i>					
33351-0000	EEMP Program CA Dept Transp	15,423	0	0	0	0
33355-1011	Enhancement	0	0	0	204,617	0
	<b>Subtotal</b>	<b>15,423</b>	<b>0</b>	<b>0</b>	<b>204,617</b>	<b>0</b>
<b>TOTAL FUND 230</b>		<b>15,423</b>	<b>0</b>	<b>0</b>	<b>204,617</b>	<b>0</b>
<b>232</b>	<b>ENVIRONMENTAL PROGRAMS FUND</b>					
	<i><b>INTERGOVERNMENTAL:</b></i>					
33370-1250	Processing Payment - Recycli	0	6,000	6,000	6,000	6,000
33376-1281	CalRecycle - Recycling	46,196	35,000	44,437	35,000	35,000
33403-0000	Tipping fees (AB939)	22,489	25,000	25,000	25,000	25,000
	<b>Subtotal</b>	<b>68,685</b>	<b>66,000</b>	<b>75,437</b>	<b>66,000</b>	<b>66,000</b>
<b>TOTAL FUND 232</b>		<b>68,685</b>	<b>66,000</b>	<b>75,437</b>	<b>66,000</b>	<b>66,000</b>
<b>233</b>	<b>SPECIAL POLICE REVENUE FUND - DRUG ASSET FORFEITURES</b>					
	<i><b>FINES &amp; FORFEITS:</b></i>					
35311-0000	State - Drug Asset Forfeits	148,851	50,000	334,078	50,000	50,000
	<b>Subtotal</b>	<b>148,851</b>	<b>50,000</b>	<b>334,078</b>	<b>50,000</b>	<b>50,000</b>
<b>TOTAL FUND 233</b>		<b>148,851</b>	<b>50,000</b>	<b>334,078</b>	<b>50,000</b>	<b>50,000</b>

# Revenues By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>234 SPECIAL POLICE REVENUE FUND - VEHICLE THEFT</b>						
<i><b>INTERGOVERNMENTAL</b></i>						
33135-0170	DOJ JAG - 2016-DJ-BX-0170	13,232	0	0	0	0
33135-1056	Alcoholic Beverage Control	2,729	0	0	0	0
33336-0000	911 Reimbursement	6,398	0	0	0	0
33336-1000	Measure Z Funding	267,573	0	188,407	0	0
	<b>Subtotal</b>	<b>289,932</b>	<b>0</b>	<b>188,407</b>	<b>0</b>	<b>0</b>
<i><b>MISCELLANEOUS:</b></i>						
36890-0000	Miscellaneous	0	0	442,684	0	0
39315-0000	Proceeds - Capital Leases	357,415	0	0	0	0
	<b>Subtotal</b>	<b>357,415</b>	<b>0</b>	<b>442,684</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUND 234</b>		<b>647,347</b>	<b>0</b>	<b>631,091</b>	<b>0</b>	<b>0</b>
<b>235 SPECIAL POLICE REVENUE FUND - VEHICLE THEFT</b>						
<i><b>INTERGOVERNMENTAL</b></i>						
33135-1056	Alcoholic Beverage Control	199	0	0	0	0
33336-0000	State Reimbursement	14,989	0	0	0	0
	<b>Subtotal</b>	<b>15,188</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUND 235</b>		<b>15,188</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>236 SPECIAL POLICE REVENUE FUND - SUPPLEMENTAL LAW ENFORCEMENT SERVICES</b>						
<i><b>INTERGOVERNMENTAL:</b></i>						
33352-1211	COPS - State	162,793	100,000	144,496	100,000	100,000
<b>TOTAL FUND 236</b>		<b>162,793</b>	<b>100,000</b>	<b>144,496</b>	<b>100,000</b>	<b>100,000</b>
<b>237 SPECIAL POLICE REVENUE FUND - TRAFFIC OFFENDER FUND</b>						
<i><b>INTERGOVERNMENTAL:</b></i>						
33354-1737	OTS STEP PT1737	26,347	0	0	0	0
<i><b>CHARGES FOR SERVICES:</b></i>						
34215-0000	Vehicle release chgs	13,505	30,000	30,000	30,000	30,000
<b>TOTAL FUND 237</b>		<b>39,852</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
<b>238 SPECIAL POLICE REVENUE FUND - ABANDONED VEHICLE ABATEMENT FUND</b>						
<i><b>INTERGOVERNMENTAL:</b></i>						
33404-0000	AVA fees	33,526	50,000	50,000	50,000	50,000
<i><b>OTHER FINANCING SOURCES:</b></i>						
39101-0000	General Fund	0	26,000	0	0	0
<b>TOTAL FUND 238</b>		<b>33,526</b>	<b>76,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>239 PARKING</b>						
<i><b>LICENSES, PERMITS</b></i>						
32230-0000	On-street parking	181	0	0	0	0
32231-0000	Off-street parking	61,809	50,000	50,000	50,000	50,000
32233-0000	Parking Meter Pre-paid Cards	10,874	7,000	7,000	7,000	7,000
	<b>Subtotal</b>	<b>72,864</b>	<b>57,000</b>	<b>57,000</b>	<b>57,000</b>	<b>57,000</b>
<i><b>FINES &amp; FORFEITS:</b></i>						

# Revenues By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
35210-0000	Parking fines	59,515	85,000	85,000	85,000	85,000
35211-0000	Del. Parking fines	5,390	7,000	7,000	7,000	7,000
	<b>Subtotal</b>	<b>64,905</b>	<b>92,000</b>	<b>92,000</b>	<b>92,000</b>	<b>92,000</b>
<b>TOTAL FUND 239</b>		<b>137,769</b>	<b>149,000</b>	<b>149,000</b>	<b>149,000</b>	<b>149,000</b>
<b>241 PARKING</b>						
<b>INTERGOVERNMENTAL:</b>						
33365-0000	Coastal Conservancy Grant	24,705	0	25,934	0	0
33377-0000	Prop 13-CA Water Act	110,339	0	0	0	0
	<b>Subtotal</b>	<b>135,044</b>	<b>0</b>	<b>25,934</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUND 241</b>		<b>135,044</b>	<b>0</b>	<b>25,934</b>	<b>0</b>	<b>0</b>
<b>242 DEMOLITION PROJECTS FUND</b>						
<b>FINES &amp; FORFEITS:</b>						
35262-0000	Administrative fines	98,060	0	0	0	0
<b>MISCELLANEOUS:</b>						
36112-2000	Interest on Abatements	5,232	0	0	0	0
36812-0000	Reimbursement	681,168	0	0	0	0
	<b>Subtotal</b>	<b>686,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER FINANCING SOURCES:</b>						
39101-0000	General Fund	0	146,000	0	0	0
<b>TOTAL FUND 242</b>		<b>784,460</b>	<b>146,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>260 AIRPORT FUND</b>						
<b>INTERGOVERNMENTAL:</b>						
33361-1020	Aviation grant	10,000	10,000	10,000	10,000	10,000
<b>MISCELLANEOUS:</b>						
36314-1196	Samoa Drag Strip	150	0	0	0	0
36320-0000	Hangar rental	11,223	11,000	11,000	11,000	11,000
36321-0000	Bed & Breakfast Rent	12,052	0	12,052	13,000	13,000
36321-1000	Bed & Breakfast 3% of Sales	3,088	0	5,617	6,000	6,000
	<b>Subtotal</b>	<b>26,513</b>	<b>11,000</b>	<b>28,669</b>	<b>30,000</b>	<b>30,000</b>
<b>TOTAL FUND 260</b>		<b>36,513</b>	<b>21,000</b>	<b>38,669</b>	<b>40,000</b>	<b>40,000</b>
<b>275 CDBG GENERAL ALLOCATION</b>						
<b>MISCELLANEOUS:</b>						
36110-0000	Pooled cash interest	175	0	0	0	0
	<b>Subtotal</b>	<b>175</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUND 275</b>		<b>175</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>276 HOME PROGRAM FUND</b>						
<b>TAXES:</b>						
31110-1000	SA ROPS Revenue	0	50,000	50,000	50,000	50,000
<b>INTERGOVERNMENTAL:</b>						
33131-1245	HOME Program	1,013,900	0	0	0	0
<b>MISCELLANEOUS:</b>						
36123-0000	E.D. loan interest	0	0	19,344	0	0
36622-0000	E.D. loan principal	0	0	50,000	0	0
36890-0000	Miscellaneous	50	0	0	0	0

# Revenues By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
	<b>Subtotal</b>	50	0	69,344	0	0
<b>TOTAL FUND 276</b>		<b>1,013,950</b>	<b>50,000</b>	<b>119,344</b>	<b>50,000</b>	<b>50,000</b>
<b>277</b>	<b>HOUSING REVOLVING LOAN FUND</b>					
	<b>MISCELLANEOUS:</b>					
36110-0000	Pooled cash interest	(293)	0	0	0	0
36122-0000	Other hous loan principal	312	0	5,432	0	0
36122-1311	CDBG 1994	314	0	0	0	0
36612-0000	Other hous loan prin	26,116	0	50,225	0	0
36812-0000	Reimbursement	0	0	298,041	0	0
	<b>Subtotal</b>	<b>26,449</b>	<b>0</b>	<b>353,698</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUND 277</b>		<b>26,449</b>	<b>0</b>	<b>353,698</b>	<b>0</b>	<b>0</b>
<b>278</b>	<b>CALHOME OOR GRANT</b>					
	<b>MISCELLANEOUS:</b>					
36110-0000	Pooled cash interest	494	0	0	0	0
36123-0000	Loan interest payment	(250)	0	0	0	0
	<b>Subtotal</b>	<b>494</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUND 278</b>		<b>244</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>283</b>	<b>ECONOMIC DEVELOPMENT FUND</b>					
	<b>INTERGOVERNMENTAL:</b>					
33131-1008	Economic Enterprise Fund	74,866	0	0	0	0
<b>TOTAL FUND 283</b>		<b>74,866</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>285</b>	<b>RENTAL REHABILITATION</b>					
	<b>MISCELLANEOUS:</b>					
36110-0000	Pooled cash interest	561	0	0	0	0
	<b>Subtotal</b>	<b>561</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUND 285</b>		<b>561</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>291</b>	<b>HOUSING FUND</b>					
	<b>MISCELLANEOUS:</b>					
36110-0000	Pooled cash interest	20,030	0	7,032	0	0
36121-0000	HAB loan interest	280	0	209	0	0
36611-0000	HAB loan principal	75,319	0	28,203	0	0
	<b>Subtotal</b>	<b>95,629</b>	<b>0</b>	<b>35,444</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUND 291</b>		<b>95,629</b>	<b>0</b>	<b>35,444</b>	<b>0</b>	<b>0</b>
<b>296</b>	<b>CITY HOUSING - LOW/MOD</b>					
	<b>CHARGES FOR SERVICES:</b>					
34612-0000	Grant Administration	4,111	0	8,870	0	0
34613-0000	Subordination Fee	300	0	100	0	0
	<b>Subtotal</b>	<b>4,411</b>	<b>0</b>	<b>8,970</b>	<b>0</b>	<b>0</b>
	<b>MISCELLANEOUS:</b>					
36110-0000	Pooled cash interest	5,756	0	0	0	0
36122-0000	Other hous loan interest	12,073	0	12,328	0	0
36612-0000	Other hous loan prin	97,315	0	218,187	0	0
36890-0000	Miscellaneous	10	0	101,026	0	0
	<b>Subtotal</b>	<b>115,154</b>	<b>0</b>	<b>331,541</b>	<b>0</b>	<b>0</b>

# Revenues By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>TOTAL FUND 296</b>		119,565	0	340,511	0	0
<b>500 WATER FUND</b>						
<b>CHARGES FOR SERVICES</b>						
34101-0000	Regular charges	7,574,798	7,845,000	8,087,793	8,682,062	9,077,879
34101-1257	Hidden Valley	13,929	14,000	14,000	14,000	14,000
34102-0000	Sales to H.C.S.D.	436,757	452,102	452,102	452,102	452,102
34104-0000	Late penalties	31,852	30,000	30,000	30,000	30,000
34105-0000	Hydrant fees	(785)	1,000	1,000	1,000	1,000
34106-0000	Meter test fees	247	500	500	500	500
34107-0000	Water turn-on fees	63,734	50,000	50,000	50,000	50,000
34108-0000	Re-connect fees	25,821	50,000	50,000	50,000	50,000
34109-0000	Lab test fees	5,355	4,750	4,750	4,750	4,750
34110-0000	Permit reviews	2,436	500	500	500	500
34111-0000	Convenience Fee	2,388	2,000	2,000	2,000	2,000
34115-0000	Bulk Water Sales	6,293	3,500	6,163	3,500	3,500
34171-0000	Residential service	35,084	15,000	52,074	15,000	15,000
34172-0000	Commercial service	7,057	15,000	54,972	15,000	15,000
34173-0000	Fire service	3,358	22,500	35,304	22,500	22,500
34190-0000	Misc enterprise chgs	4,750	1,500	2,250	1,500	1,500
34318-0000	Project Salaries	0	0	0	0	0
34901-0000	Return check chgs	1,190	1,000	1,000	1,000	1,000
	<b>Subtotal</b>	8,214,264	8,508,352	8,844,408	9,345,414	9,741,231
<b>MISCELLANEOUS:</b>						
36110-0000	Pooled cash interest	51,029	0	0	0	0
36166-0000	CSCDA interest	435	0	0	0	0
36166-1270	2012 Water Bond Interest	1,730	0	0	0	0
36815-0000	Compensation - property dama	2,355	0	21,065	0	0
36820-0000	Refunds	64	0	0	0	0
36890-0000	Miscellaneous	5,501	0	0	0	0
	<b>Subtotal</b>	61,114	0	21,065	0	0
<b>OTHER FINANCING SOURCES:</b>						
39100-0000	Transfers In	2,669,384	0	0	0	0
<b>TOTAL FUND 500</b>		10,944,762	8,508,352	8,865,473	9,345,414	9,741,231
<b>501 WATER CAPITAL FUND</b>						
<b>MISCELLANEOUS:</b>						
36166-1270	2012 Water Bond Interest	5,666	0	0	0	0
<b>OTHER FINANCING SOURCES:</b>						
39110-0000	Water Fund	0	1,900,000	1,900,000	1,900,000	1,900,000
<b>TOTAL FUND 501</b>		5,666	1,900,000	1,900,000	1,900,000	1,900,000
<b>510 WASTEWATER OPERATING FUND</b>						
<b>CHARGES FOR SERVICES:</b>						
34101-0000	Regular charges	6,717,757	9,053,840	8,640,471	10,577,643	10,751,910
34110-0000	Permit reviews	700	0	0	0	0
34111-0000	Convenience Fee	2,401	2,000	2,000	2,000	2,000
34121-0000	WW service to HCSD	1,581,189	1,489,025	1,105,693	1,105,693	1,105,693
34122-0000	Sewer Overflow Response	4,886	0	0	0	0
34123-0000	Holding tank dumping	167,511	150,000	150,000	150,000	150,000
34124-0000	Pre-treatment analysis	12,289	5,000	5,000	5,000	5,000
34174-0000	Sewer connection	30,245	15,000	41,019	15,000	15,000
34318-0000	Project Salaries	0	0	0	0	0
	<b>Subtotal</b>	8,516,978	10,714,865	9,944,183	11,855,336	12,029,603
<b>MISCELLANEOUS:</b>						
36110-0000	Pooled cash interest	5,574	0	0	0	0

# Revenues By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
36112-1000	WW Capital Reserve interest	14,542	0	0	0	0
36166-0000	CSCDA interest	219	0	0	0	0
36812-0000	Reimbursement-prior	0	0	13,704	0	0
36820-0000	Refunds	64	0	0	0	0
36890-0000	Miscellaneous	2,277	0	0	0	0
	<b>Subtotal</b>	<b>22,676</b>	<b>0</b>	<b>13,704</b>	<b>0</b>	<b>0</b>
<b>OTHER FINANCING SOURCES:</b>						
39100-0000	Transfers In	5,201,090	0	0	0	0
<b>TOTAL FUND 510</b>		<b>13,740,744</b>	<b>10,714,865</b>	<b>9,957,887</b>	<b>11,855,336</b>	<b>12,029,603</b>
<b>512 WASTEWATER CAPITAL FUND</b>						
<b>MISCELLANEOUS:</b>						
36165-0000	HCSO Project Contribution	(1,193,864)	1,155,454	1,546,611	1,155,454	1,155,454
36165-1200	HCSO Martin Slough	0	0	210,128	0	0
	<b>Subtotal</b>	<b>(1,193,864)</b>	<b>1,155,454</b>	<b>1,756,739</b>	<b>1,155,454</b>	<b>1,155,454</b>
<b>OTHER FINANCING SOURCES:</b>						
39140-0000	Txfr from WW Operating	0	4,466,546	4,466,546	4,466,546	4,466,546
36812-0000	Reimbursement	0	0	0	816,000	0
<b>TOTAL FUND 512</b>		<b>(1,193,864)</b>	<b>5,622,000</b>	<b>6,223,285</b>	<b>6,438,000</b>	<b>5,622,000</b>
<b>520 TRANSIT FUND</b>						
<b>INTERGOVERNMENTAL:</b>						
33130-1228	FTA Section 5311	459,247	0	0	0	0
33361-1133	STAF-ETS-314	31,849	0	0	0	0
33362-1128	TDA City-Operating Subsidy	274,501	0	0	0	0
33362-1130	TDA City-DAR/DAL	385,905	0	0	0	0
33362-1131	TDA City-RTS Assessment	344,580	0	0	0	0
33401-0000	TDA from County-Op Subsidy	362,475	0	0	0	0
	<b>Subtotal</b>	<b>1,858,557</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CHARGES FOR SERVICES:</b>						
34131-0000	ETS Fares	226,632	0	0	0	0
34133-0000	HSU Jack Pass	7,365	0	0	0	0
34136-0000	DAR/DAL tickets counter	648	0	0	0	0
34137-0000	DAR/DAL tickets thru HTA	47,205	0	0	0	0
34142-0000	Bus advertising	5,200	0	0	0	0
34143-0000	Dial-a-Ride Advertising	2,800	0	0	0	0
	<b>Subtotal</b>	<b>289,850</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER FINANCING SOURCES:</b>						
39101-0000	General Fund	539,208	0	0	0	0
<b>TOTAL FUND 520</b>		<b>2,687,615</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>530 HUMBOLDT BAY OPERATING FUND</b>						
<b>TAXES:</b>						
31110-1000	SA ROPS Revenue	0	224,282	224,282	224,282	224,282
<b>MISCELLANEOUS:</b>						
36112-1087	Small Boat Basin Res. intere	1,683	0	0	0	0
36310-1141	Pacific Choice	110,924	96,000	102,358	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	65,137	65,000	65,000	65,000	65,000
36310-1200	Englund M. utilities	5,304	4,500	4,500	4,500	4,500
36310-1201	Englund M. UST maint fee	6,325	5,000	5,000	5,000	5,000
36310-1251	Public Marina-Misc.	60,256	74,000	74,000	74,000	74,000
36310-1253	Yacht Club	6,989	7,404	7,404	7,404	7,404

# Revenues By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
36315-0000	Land rent	4,400	0	0	0	0
36331-1107	Chevron	0	34,117	37,680	40,000	40,000
36331-1109	Eureka Forest Prod.	27,578	23,400	23,400	23,400	23,400
36331-1179	Pacific Affiliates	9,433	8,877	8,877	8,877	8,877
36333-0000	Oyster beds lease-Coast	38,810	35,000	35,000	35,000	35,000
36334-0000	Marina rent-local	120,417	159,000	159,000	159,000	159,000
36335-0000	Marina rent-transient	84,534	79,500	79,500	79,500	79,500
36336-1118	CA Dept-Fish & Game	35,000	0	0	0	0
36336-1150	FTB - Wild Planet	52,444	35,511	35,511	35,511	35,511
36336-1151	Caito	14,228	3,766	3,766	3,766	3,766
36336-1152	FTB - Coast Seafood	25,664	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	6,168	6,000	6,000	6,000	6,000
36336-1160	FTB - Ticket Booth	1,200	1,200	1,200	1,200	1,200
36336-1184	Wild Planet Hoist Usage	4,398	0	0	0	0
36336-1185	Wild Planet	30,600	11,400	21,670	11,400	11,400
36336-1186	Humb Seafood Unload.	0	4,200	4,200	4,200	4,200
36336-1187	Ralph Davis -1091 Boat moora	2,934	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	0	6,000	6,000	6,000	6,000
36336-1190	Pacific Outfitters	(700)	0	0	0	0
36337-0000	Seafood unloading	17,072	0	17,072	0	0
36890-0000	Miscellaneous	47	0	0	0	0
36890-1251	Public Marina-Miscellaneous	10,576	5,000	5,000	5,000	5,000
	<b>Subtotal</b>	<b>790,730</b>	<b>738,944</b>	<b>776,207</b>	<b>744,827</b>	<b>744,827</b>
<b>TOTAL FUND 530</b>		<b>790,730</b>	<b>963,226</b>	<b>1,000,489</b>	<b>969,109</b>	<b>969,109</b>
<b>540 BUILDING FUND</b>						
<b>LICENSES, PERMITS</b>						
32211-0000	Building permits	339,787	345,000	371,721	345,000	345,000
32212-0000	Electrical permits	56,102	45,000	64,600	60,000	60,000
32213-0000	Plumbing permits	31,116	36,000	40,966	45,000	45,000
32214-0000	Mechanical permits	21,417	25,000	25,511	25,000	25,000
	<b>Subtotal</b>	<b>448,422</b>	<b>451,000</b>	<b>502,798</b>	<b>475,000</b>	<b>475,000</b>
<b>CHARGES FOR SERVICES:</b>						
34231-0000	Plan check fees	140,977	100,000	160,364	140,000	140,000
34232-0000	Sp. inspections fees	18,905	10,000	27,450	35,000	35,000
34517-0000	CASp Recovered Revenue	8,418	10,000	10,000	10,000	10,000
34518-0000	Code Enforcement Cost Recove	0	25,000	25,000	25,000	25,000
34520-0000	Notice of Compliance	94	0	0	0	0
34910-0000	Printing chgs	34	0	0	0	0
	<b>Subtotal</b>	<b>168,428</b>	<b>145,000</b>	<b>222,814</b>	<b>210,000</b>	<b>210,000</b>
<b>FINES &amp; FORFEITS:</b>						
35261-0000	Code Violation Restitution	1,188,738	300,000	300,000	300,000	300,000
35262-0000	Administrative fines	173,985	0	0	0	0
	<b>Subtotal</b>	<b>1,362,723</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>
<b>MISCELLANEOUS:</b>						
36112-2000	Code Violation Finance Charg	230,281	10,000	69,356	10,000	10,000
36220-0000	BL Strong Motion	0	0	5,065	0	0
36812-0000	Reimbursement	260	0	0	0	0
36890-0000	Miscellaneous	120	0	0	0	0
	<b>Subtotal</b>	<b>230,661</b>	<b>10,000</b>	<b>74,421</b>	<b>10,000</b>	<b>10,000</b>
<b>OTHER FINANCING SOURCES:</b>						
39101-0000	General Fund	0	196,000	0	0	0

# Revenues By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>TOTAL FUND 540</b>		<b>2,210,234</b>	<b>1,102,000</b>	<b>1,100,033</b>	<b>995,000</b>	<b>995,000</b>
<b>550 MUNICIPAL GOLF COURSE FUND</b>						
<i>MISCELLANEOUS:</i>						
36345-1117	Golf course	3,872	39,000	39,000	0	0
<b>TOTAL FUND 550</b>		<b>3,872</b>	<b>39,000</b>	<b>39,000</b>	<b>0</b>	<b>0</b>
<b>610 EQUIPMENT OPERATIONS FUND</b>						
<i>CHARGES FOR SERVICES:</i>						
34620-0000	Humboldt Bay Fire JPA	59,509	0	0	0	0
34820-0000	Equipment lease	1,184,888	1,901,495	1,901,495	2,096,216	2,096,216
<b>Subtotal</b>		<b>1,244,397</b>	<b>1,901,495</b>	<b>1,901,495</b>	<b>2,096,216</b>	<b>2,096,216</b>
<i>MISCELLANEOUS:</i>						
36815-0000	Compensation - property dama	2,306	0	0	0	0
36825-0000	Recovered Revenue	216	0	0	0	0
36890-0000	Miscellaneous	2,598	0	0	0	0
<b>Subtotal</b>		<b>5,120</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUND 610</b>		<b>1,249,517</b>	<b>1,901,495</b>	<b>1,901,495</b>	<b>2,096,216</b>	<b>2,096,216</b>
<b>625 RISK MANAGEMENT</b>						
<i>CHARGES FOR SERVICES:</i>						
34840-0000	Liability ins chgs	902,319	774,209	774,209	935,578	938,578
34841-0000	Wrkr's comp. chgs	859,518	968,291	968,291	1,107,863	1,107,863
34842-0000	Property Insurance chgs	73,348	80,000	80,000	80,000	80,000
34853-0000	Retiree Grp Hlth/Life	71,166	145,000	145,000	145,000	145,000
<b>Subtotal</b>		<b>1,906,351</b>	<b>1,967,500</b>	<b>1,967,500</b>	<b>2,268,441</b>	<b>2,271,441</b>
<b>TOTAL FUND 625</b>		<b>1,906,351</b>	<b>1,967,500</b>	<b>1,967,500</b>	<b>2,268,441</b>	<b>2,271,441</b>
<b>630 INFORMATION TECHNOLOGY OPERATIONS</b>						
<i>INTERGOVERNMENTAL:</i>						
33303-2000	Humboldt Bay Fire JPA	136,653	169,678	169,678	229,976	229,976
<i>CHARGES FOR SERVICES:</i>						
34820-0000	Equipment lease	788,690	920,705	920,705	1,110,465	1,110,465
34820-0010	Communications	0	151,363	151,363	163,000	163,000
<b>Subtotal</b>		<b>788,690</b>	<b>1,072,068</b>	<b>1,072,068</b>	<b>1,273,465</b>	<b>1,273,465</b>
<b>TOTAL FUND 630</b>		<b>925,343</b>	<b>1,241,746</b>	<b>1,241,746</b>	<b>1,503,441</b>	<b>1,503,441</b>
<b>650 INTERNAL OPERATIONS</b>						
<i>CHARGES FOR SERVICES:</i>						
34140-0000	General Cost of Government	150	0	0	0	0
34140-0002	General Admin.	1,599,576	1,676,786	1,676,786	1,810,815	1,810,815
34140-0003	General Government	1,344,772	1,412,276	1,412,276	1,271,078	1,271,078
34140-0004	Personnel reimbursement	0	0	0	0	0
34205-0000	City Attorney Fees	15,181	0	0	0	0
<b>Subtotal</b>		<b>2,959,679</b>	<b>3,089,062</b>	<b>3,089,062</b>	<b>3,081,893</b>	<b>3,081,893</b>
<i>MISCELLANEOUS:</i>						
36812-0000	Reimbursement	7,421	0	0	0	0
36820-0000	Refunds	483	0	0	0	0
36890-0000	Miscellaneous	105	0	0	0	0
<b>Subtotal</b>		<b>8,009</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUND 650</b>		<b>2,967,688</b>	<b>3,089,062</b>	<b>3,089,062</b>	<b>3,081,893</b>	<b>3,081,893</b>

## Revenues By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>660</b>	<b>INTERNAL OPERATIONS</b>					
	<b>CHARGES FOR SERVICES:</b>					
34140-0001	Facilities Maintenance	828,135	973,263	973,263	1,221,500	1,221,500
	<b>MISCELLANEOUS:</b>					
36812-0000	Reimbursement	1,223	0	0	0	0
<b>TOTAL FUND 660</b>		<b>829,358</b>	<b>973,263</b>	<b>973,263</b>	<b>1,221,500</b>	<b>1,221,500</b>
<b>700</b>	<b>FIRE AND POLICE RETIREMENT FUND</b>					
	<b>CHARGES FOR SERVICES:</b>					
34830-1069	Fire	295,988	123,512	123,512	210,714	210,714
34830-1070	Police	70,785	18,126	18,126	30,924	30,924
	<b>Subtotal</b>	<b>366,773</b>	<b>141,638</b>	<b>141,638</b>	<b>241,638</b>	<b>241,638</b>
<b>TOTAL FUND 700</b>		<b>366,773</b>	<b>141,638</b>	<b>141,638</b>	<b>241,638</b>	<b>241,638</b>
<b>TOTAL ALL CITY FUNDS</b>		<b>73,636,126</b>	<b>69,176,478</b>	<b>71,392,509</b>	<b>73,000,537</b>	<b>72,744,884</b>

# Revenues By Fund - Successor Agency Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>350 SUCCESSOR AGENCY - DEBT SERVICE</b>						
<i><b>TAXES:</b></i>						
31110-1000	SA ROPS Revenue	3,535,709	3,535,709	3,273,413	2,986,097	2,639,433
<b>TOTAL FUND 350</b>		<u>3,535,709</u>	<u>3,535,709</u>	<u>3,273,413</u>	<u>2,986,097</u>	<u>2,639,433</u>
<b>450 SUCCESSOR AGENCY - CAPITAL PROJECTS</b>						
<i><b>MISCELLANEOUS:</b></i>						
36167-0000	Series B 2010 bond interest	2	0	0	0	0
<b>Subtotal</b>		<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL FUND 450</b>		<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL ALL ERA FUNDS</b>		<u>3,535,711</u>	<u>3,535,709</u>	<u>3,273,413</u>	<u>2,986,097</u>	<u>2,639,433</u>
<b>GRAND TOTAL ALL FUNDS</b>		<u>77,171,837</u>	<u>72,712,187</u>	<u>74,665,922</u>	<u>75,986,634</u>	<u>75,384,317</u>





Section G:

Expenditures by Fund

# Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>110</b>	<b>GENERAL FUND</b>					
	<i>GENERAL GOVERNMENT:</i>					
41500	Non-departmental	1,703,296	1,279,708	1,179,708	1,280,864	1,280,864
	<i>PUBLIC SAFETY:</i>					
42100	Police	10,980,756	12,098,731	11,600,876	12,409,405	12,488,071
42125	Police - Communication	1,319,016	1,553,842	1,359,686	1,795,519	1,819,362
42127	Police - POP	8,387	0	0	0	0
42201	Fire-Administration	6,502,904	6,842,589	6,919,986	7,127,850	7,127,850
42202	Fire-Prevention	0	0	0	0	0
42203	Fire-Suppression	8,737	0	0	0	0
42204	Marine 1	0	0	0	0	0
42205	Fire - Volunteer	0	0	0	0	0
42230	Emergency Oper Cnt	4,256	14,000	14,000	14,000	14,000
	<b>Subtotal</b>	<b>18,824,056</b>	<b>20,509,162</b>	<b>19,894,548</b>	<b>21,346,774</b>	<b>21,449,283</b>
	<i>COMMUNITY SERVICES:</i>					
44500	Facilities Operations	0	0	0	0	0
45110	Parks & Rec-Administration	552,269	825,400	729,563	837,980	839,846
45131	Rec-Administration	3,433	0	0	0	0
45132	Rec-Youth Programs	789,084	836,676	836,676	912,859	918,550
45133	Rec-Adult Programs	157,955	159,298	159,298	203,399	203,850
45135	Rec-Adorni Center	413,499	351,688	351,688	375,843	377,845
45140	Sequoia Park Zoo	1,174,544	1,216,392	1,231,392	1,281,501	1,292,386
45150	Parks	835,654	871,595	897,095	903,542	906,941
	<b>Subtotal</b>	<b>3,926,438</b>	<b>4,261,049</b>	<b>4,205,712</b>	<b>4,515,124</b>	<b>4,539,418</b>
	<i>PUBLIC WORKS:</i>					
44128	Admin	21,834	24,781	26,131	28,400	28,418
44130	Stormwater	235,789	241,007	261,007	270,383	271,269
44200	Streets/Alley M	517,909	656,637	656,637	705,619	710,154
44120	Engineering-Administration	194,224	225,456	225,456	267,086	269,726
44122	Engineering-Construction	1,164	0	0	0	0
44124	Engineering-Development	0	0	0	0	0
44125	Traffic/Signals	126,230	128,205	132,205	146,946	149,951
	<b>Subtotal</b>	<b>1,097,150</b>	<b>1,276,086</b>	<b>1,301,436</b>	<b>1,418,434</b>	<b>1,429,518</b>
	<i>DEVELOPMENT SERVICES:</i>					
44126	GIS Program	149	0	0	0	0
44510	Property management	0	0	0	0	0
46101	CD-Administration	1,314,175	1,585,388	1,584,713	1,670,151	1,686,933
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
	<b>Subtotal</b>	<b>1,314,324</b>	<b>1,585,388</b>	<b>1,584,713</b>	<b>1,670,151</b>	<b>1,686,933</b>
46510	<i>ECONOMIC DEVELOPMENT</i>	860	0	0	0	0
	<i>PROJECTS</i>	1,294,900	475,000	674,215	475,000	25,000
	<i>DEBT SERVICE</i>	129,542	129,542	129,542	129,542	129,542
	<i>OTHER FINANCING USES</i>	539,208	368,000	0	0	0
	<b>TOTAL FUND 110</b>	<b>28,829,774</b>	<b>29,883,935</b>	<b>28,969,874</b>	<b>30,835,889</b>	<b>30,540,558</b>

## Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>112</b>	<b>DONATIONS</b>					
	<i>GENERAL GOVERNMENT:</i>					
41500	Non-departmental	61,225	79,246	79,246	49,351	0
	<i>PUBLIC SAFETY:</i>					
42100	Police	16,057	55,499	55,499	0	0
	<i>COMMUNITY SERVICES:</i>					
45132	Rec-Youth Programs	11,646	0	0	0	0
45150	Parks	42,008	5,946	5,946	0	5,946
	<i>PROJECTS</i>	0	0	0	0	0
	<b>TOTAL FUND 112</b>	<b>130,936</b>	<b>140,691</b>	<b>140,691</b>	<b>49,351</b>	<b>5,946</b>
<b>120</b>	<b>MEASURE "O"</b>					
	<i>PUBLIC SAFETY:</i>					
42100	Police	0	0	0	0	0
42201	Fire-Administration	0	0	0	0	0
42203	Fire-Suppression	0	0	0	0	0
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<i>PUBLIC WORKS:</i>					
44200	Streets/Alley M	0	0	0	0	0
	<i>DEBT SERVICE</i>	0	0	0	0	0
	<i>OTHER FINANCING USES</i>	0	0	0	0	0
	<b>TOTAL FUND 120</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>205</b>	<b>HUD/CDBG ADMINISTRATION-PRIOR YEARS</b>					
	<i>ECONOMIC DEVELOPMENT:</i>					
46510	Administration-E.D.	227	283,117	283,117	199,772	0
	<i>OTHER FINANCING USES</i>	0	0	0	0	0
	<b>TOTAL FUND 205</b>	<b>227</b>	<b>283,117</b>	<b>283,117</b>	<b>199,772</b>	<b>0</b>

## Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>224</b>	<b>SB 1435 STATE HIGHWAY ACCOUNT FUND</b>					
	<i>PUBLIC WORKS:</i>					
44125	Traffic/Signals	0	0	0	0	0
44200	Streets/Alley M	0	0	0	0	0
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<i>PROJECTS</i>	200,508	200,000	200,000	200,000	200,000
	<b>TOTAL FUND 224</b>	<b>200,508</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
<b>225</b>	<b>SB 45 STATE HIGHWAY FUNDS</b>					
	<i>PROJECTS</i>	0	0	3,131	0	0
	<b>TOTAL FUND 225</b>	<b>0</b>	<b>0</b>	<b>3,131</b>	<b>0</b>	<b>0</b>
<b>226</b>	<b>CALTRANS NON-FREEWAY</b>					
	<i>PROJECTS</i>	3,563,339	0	90,215	0	0
	<b>TOTAL FUND 226</b>	<b>3,563,339</b>	<b>0</b>	<b>90,215</b>	<b>0</b>	<b>0</b>
<b>227</b>	<b>TRANSPORTATION CONGESTION IMPROVEMENT FUND</b>					
	<i>PUBLIC WORKS</i>					
44125	Traffic/Signals	0	0	0	0	0
	<i>PROJECTS</i>	75,535	0	244,532	0	0
	<b>TOTAL FUND 227</b>	<b>75,535</b>	<b>0</b>	<b>244,532</b>	<b>0</b>	<b>0</b>
<b>228</b>	<b>SB1 RMRA</b>					
	<i>PROJECTS</i>	0	0	0	0	0
	<b>TOTAL FUND 228</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>229</b>	<b>GAS TAX FUNDS - 2105, 2106 and 2107</b>					
	<i>PUBLIC WORKS</i>					
44125	Traffic/Signals	138,329	165,461	165,461	174,896	178,308
44130	Stormwater	0	0	0	0	0
44200	Streets/Alley M	371,524	448,228	448,228	478,587	480,921
	<b>Subtotal</b>	<b>509,853</b>	<b>613,689</b>	<b>613,689</b>	<b>653,483</b>	<b>659,229</b>
	<i>PROJECTS</i>	172,229	543,507	442,470	543,507	543,507
	<i>OTHER FINANCING USES</i>	0	0	0	0	0
	<b>TOTAL FUND 229</b>	<b>682,082</b>	<b>1,157,196</b>	<b>1,056,159</b>	<b>1,196,990</b>	<b>1,202,736</b>
<b>230</b>	<b>HABITAT ACQUISITION AND RESTORATION FUND</b>					
	<i>PROJECTS</i>	506	0	235,871	0	0
	<b>TOTAL FUND 230</b>	<b>506</b>	<b>0</b>	<b>235,871</b>	<b>0</b>	<b>0</b>

## Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>232</b>	<b>ENVIRONMENTAL PROGRAMS FUND</b>					
	<i>COMMUNITY SERVICES:</i>					
44505	Environmental Programs	83,306	104,585	134,585	102,178	102,807
	<b>TOTAL FUND 232</b>	<b>83,306</b>	<b>104,585</b>	<b>134,585</b>	<b>102,178</b>	<b>102,807</b>
<b>233</b>	<b>SPECIAL POLICE REVENUE FUND - DRUG ASSET FORFEITURES</b>					
	<i>PUBLIC SAFETY:</i>					
42100	Police	16,129	0	0	0	0
	<b>TOTAL FUND 233</b>	<b>16,129</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>234</b>	<b>SPECIAL POLICE REVENUE FUND - GRANTS</b>					
	<i>PUBLIC SAFETY:</i>					
42100	Police	629,642	561,577	561,577	561,577	561,577
	<i>PROJECTS</i>	0	0	0	0	0
	<b>TOTAL FUND 234</b>	<b>629,642</b>	<b>561,577</b>	<b>561,577</b>	<b>561,577</b>	<b>561,577</b>
<b>235</b>	<b>SPECIAL POLICE REVENUE FUND - GRANTS</b>					
	<i>PUBLIC SAFETY:</i>					
42100	Police	0	0	0	0	0
	<b>TOTAL FUND 235</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>236</b>	<b>SPECIAL POLICE REVENUE FUND - SLES (COPS)</b>					
	<i>PUBLIC SAFETY:</i>					
42100	Police	197	192,933	192,933	192,933	192,933
	<b>TOTAL FUND 236</b>	<b>197</b>	<b>192,933</b>	<b>192,933</b>	<b>192,933</b>	<b>192,933</b>
<b>237</b>	<b>SPECIAL POLICE REVENUE FUND - TRAFFIC OFFENDER</b>					
	<i>PUBLIC SAFETY:</i>					
42100	Police	11,004	0	0	0	0
	<b>TOTAL FUND 237</b>	<b>11,004</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>238</b>	<b>ABANDONED VEHICLE ABATEMENT FUND</b>					
	<i>PUBLIC SAFETY:</i>					
42100	Police	44,205	49,000	49,000	49,000	49,000
	<b>TOTAL FUND 238</b>	<b>44,205</b>	<b>49,000</b>	<b>49,000</b>	<b>49,000</b>	<b>49,000</b>

## Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>239</b>	<b>PARKING</b>					
	<i>PUBLIC SAFETY:</i>					
42126	Police	23,101	25,977	25,977	15,855	15,855
	<i>PUBLIC WORKS:</i>					
44125	Traffic/Signals	29,292	33,132	33,132	37,904	39,125
44200	Streets/Alley M	45,242	46,972	46,972	49,416	49,732
44122	Engineering - Construction	0	0	0	0	0
	<i>PROJECTS</i>	14,600	15,000	15,000	15,000	15,000
	<i>DEBT SERVICE</i>	0	0	0	0	0
	<i>OTHER FINANCING USES</i>	0	0	0	0	0
	<b>TOTAL FUND 239</b>	<b>112,235</b>	<b>121,081</b>	<b>121,081</b>	<b>118,175</b>	<b>119,712</b>
<b>241</b>	<b>STREETS IMPROVEMENTS</b>					
	<i>PROJECTS</i>	9,800	0	0	0	0
	<b>TOTAL FUND 241</b>	<b>9,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>242</b>	<b>DEMOLITION PROJECTS FUND</b>					
	<i>PROJECTS</i>	849,851	300,000	300,000	300,000	300,000
	<b>TOTAL FUND 242</b>	<b>849,851</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>
<b>260</b>	<b>AIRPORT FUND</b>					
	<i>DEVELOPMENT SERVICES:</i>					
44520	Airport	69,810	75,467	340,467	26,223	26,223
46101	CD-Administration	7,291	7,505	7,505	7,848	7,896
	<b>TOTAL FUND 260</b>	<b>77,101</b>	<b>82,972</b>	<b>347,972</b>	<b>34,071</b>	<b>34,119</b>
<b>265</b>	<b>HAZARDOUS MATERIALS RESPONSE FUND</b>					
	<i>PUBLIC SAFETY:</i>					
42225	Haz/Mat Resp. Team	0	0	0	0	0
	<b>TOTAL FUND 265</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>266</b>	<b>CPR TRAINING CENTER</b>					
	<i>PUBLIC SAFETY:</i>					
42200	CPR Training Center	0	0	0	0	0
	<b>TOTAL FUND 266</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>273</b>	<b>CDBG FUND</b>					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	0	0	0	0	0
	<b>TOTAL FUND 273</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>275</b>	<b>CDBG GENERAL ALLOCATION</b>					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	0	0	0	0	0
	<b>TOTAL FUND 275</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>276</b>	<b>HOME PROGRAM FUND</b>					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	19,811	50,000	50,000	50,000	50,000
	<b>TOTAL FUND 276</b>	<b>19,811</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>277</b>	<b>HOUSING RLF CDBG PROGRAM INCOME</b>					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	253,935	0	0	0	0
	<i>OTHER FINANCING USES</i>	0	0	0	0	0
	<b>TOTAL FUND 277</b>	<b>253,935</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>278</b>	<b>CALHOME OOR GRANT - HOUSING FUND</b>					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	(35,017)	42,850	42,850	42,850	42,850
	<b>TOTAL FUND 278</b>	<b>(35,017)</b>	<b>42,850</b>	<b>42,850</b>	<b>42,850</b>	<b>42,850</b>
<b>283</b>	<b>ECONOMIC DEVELOPMENT FUND</b>					
	<i>ECONOMIC DEVELOPMENT:</i>					
46510	Administration-E.D.	0	0	0	0	0
	<b>TOTAL FUND 283</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>285</b>	<b>RENTAL REHABILITATION FUND</b>					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	1,706	0	0	0	0
	<b>TOTAL FUND 285</b>	<b>1,706</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>291</b>	<b>HOUSING FUND</b>					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	5,959	27,918	27,918	27,918	27,918
	<b>TOTAL FUND 291</b>	<b>5,959</b>	<b>27,918</b>	<b>27,918</b>	<b>27,918</b>	<b>27,918</b>
<b>296</b>	<b>HOUSING FUND</b>					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	253,053	647,284	647,284	658,329	659,115
	<i>OTHER FINANCING USES</i>	0	0	0	0	0
	<b>TOTAL FUND 296</b>	<b>253,053</b>	<b>647,284</b>	<b>647,284</b>	<b>658,329</b>	<b>659,115</b>

## Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>500</b>	<b>WATER FUND</b>					
	<i>GENERAL GOVERNMENT:</i>					
41430	Finance	273,459	292,587	292,587	294,889	299,189
	<i>PUBLIC WORKS:</i>					
44370	Water Distrib Maint	2,379,657	1,709,271	1,726,271	1,736,553	1,741,705
44420	Water Treatment	3,343,190	3,939,846	3,952,086	3,923,067	3,926,934
44120	Engineering - Administration	310,210	425,354	430,854	519,610	527,070
44122	Engineering - Construction	0	0	0	0	0
44124	Engineering - Development	0	0	0	0	0
44126	Engineering - Development	0	0	0	0	0
44128	Engineering - Administration	199,950	227,184	227,184	176,248	176,730
	<b>Subtotal</b>	<b>6,233,007</b>	<b>6,301,655</b>	<b>6,336,395</b>	<b>6,355,478</b>	<b>6,372,439</b>
	<i>DEVELOPMENT SERVICES:</i>					
46101	CD-Administration	40,939	43,053	43,053	45,062	45,121
	<i>PROJECTS</i>	8,129	30,000	28,300	23,100	53,100
	<i>DEBT SERVICE</i>	837,614	1,406,382	1,409,587	1,399,417	1,405,713
	<i>OTHER FINANCING USES</i>	0	1,900,000	1,900,000	1,900,000	1,900,000
	<b>TOTAL FUND 500</b>	<b>7,393,148</b>	<b>9,973,677</b>	<b>10,009,922</b>	<b>10,017,946</b>	<b>10,075,562</b>
<b>501</b>	<b>WATER CAPITAL PROJECTS FUND</b>					
	<i>PROJECTS</i>	57,271	2,600,000	1,334,609	7,086,000	2,000,000
	<i>OTHER FINANCING USES</i>	2,669,384	0	0	0	0
	<b>TOTAL FUND 501</b>	<b>2,726,655</b>	<b>2,600,000</b>	<b>1,334,609</b>	<b>7,086,000</b>	<b>2,000,000</b>

## Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>510</b>	<b>WASTEWATER OPERATING FUND</b>					
	<i>GENERAL GOVERNMENT:</i>					
41430	Finance	270,562	287,842	287,842	287,720	292,020
	<i>PUBLIC WORKS:</i>					
44380	Sewer Collect Maint	2,795,250	1,683,294	1,732,294	1,954,008	1,971,000
44430	Wastewater Treatment	3,283,860	3,666,285	3,803,740	3,867,503	3,792,482
44120	Engineering-Administration	322,277	442,996	448,496	537,481	544,941
44122	Engineering-Construction	0	0	0	0	0
44124	Engineering-Development	27	0	0	0	0
44126	Engineering-Development	0	0	0	0	0
44128	GIS Program	199,094	227,284	227,284	176,250	176,732
	<b>Subtotal</b>	<b>6,600,508</b>	<b>6,019,859</b>	<b>6,211,814</b>	<b>6,535,242</b>	<b>6,485,155</b>
	<i>DEVELOPMENT SERVICES:</i>					
46101	GIS Program	40,612	43,073	43,073	45,063	45,122
	<i>PROJECTS</i>	10,030	48,400	131,391	48,400	48,400
	<i>DEBT SERVICE</i>	823,343	1,293,582	1,293,575	1,290,757	1,294,595
	<i>OTHER FINANCING USES</i>	0	4,466,546	4,466,546	4,466,546	4,466,546
	<b>TOTAL FUND 510</b>	<b>7,745,055</b>	<b>12,159,302</b>	<b>12,434,241</b>	<b>12,673,728</b>	<b>12,631,838</b>
<b>512</b>	<b>WASTEWATER CAPITAL PROJECT FUND</b>					
	<i>PUBLIC WORKS:</i>					
44430	Wastewater Treatment	0	0	0	0	0
	<i>PROJECTS</i>	537,803	5,622,000	3,468,643	6,957,829	2,377,000
	<i>OTHER FINANCING USES</i>	5,201,090	0	0	0	0
	<b>TOTAL FUND 512</b>	<b>5,738,893</b>	<b>5,622,000</b>	<b>3,468,643</b>	<b>6,957,829</b>	<b>2,377,000</b>
<b>520</b>	<b>TRANSIT FUND</b>					
	<i>TRANSIT:</i>					
41470	Transit-gen public	1,586,328	0	0	0	0
41471	Paratransit	576,000	0	0	0	0
	<b>Subtotal</b>	<b>2,162,328</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<i>PROJECTS</i>	0	0	0	0	0
	<b>TOTAL FUND 520</b>	<b>2,162,328</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>530</b>	<b>HUMBOLDT BAY OPERATING FUND</b>					
	<i>COMMUNITY SERVICES:</i>					
44440	Harbor-Maintenance	1,040,349	695,235	695,235	668,709	670,394
44441	Harbor-Public Marina	199,542	240,985	240,985	253,553	256,166
	<b>Subtotal</b>	<b>1,239,891</b>	<b>936,220</b>	<b>936,220</b>	<b>922,262</b>	<b>926,560</b>
	<i>PUBLIC WORKS</i>					
44124	Engineering - Development	0	0	0	0	0
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<i>DEVELOPMENT SERVICES:</i>					
44510	Property Management	0	0	0	0	0
46101	Property Management	0	0	0	0	0
	<i>DEBT SERVICE</i>	67,275	174,282	174,282	174,282	174,282
	<i>PROJECTS</i>	808,330	151,000	1,722,965	151,000	151,000
	<i>OTHER FINANCING USES</i>	0	0	0	0	0
	<b>TOTAL FUND 530</b>	<b>2,115,496</b>	<b>1,261,502</b>	<b>2,833,467</b>	<b>1,247,544</b>	<b>1,251,842</b>
<b>540</b>	<b>BUILDING FUND</b>					
	<i>PUBLIC WORKS:</i>					
46200	Building	526,172	608,329	681,329	689,720	697,686
46250	Code Enforcement	150,316	440,761	440,761	456,451	461,558
	<b>Subtotal</b>	<b>676,488</b>	<b>1,049,090</b>	<b>1,122,090</b>	<b>1,146,171</b>	<b>1,159,244</b>
	<i>PROJECTS</i>	0	0	0	0	0
	<i>OTHER FINANCING USES</i>	0	0	0	0	0
	<b>TOTAL FUND 540</b>	<b>676,488</b>	<b>1,049,090</b>	<b>1,122,090</b>	<b>1,146,171</b>	<b>1,159,244</b>
<b>550</b>	<b>MUNICIPAL GOLF COURSE FUND</b>					
	<i>DEVELOPMENT SERVICES:</i>					
44510	Property management	9,626	0	0	0	0
46101	Property management	0	0	0	0	0
	<i>PROJECTS</i>	297	0	128,695	0	0
	<b>TOTAL FUND 550</b>	<b>9,923</b>	<b>0</b>	<b>128,695</b>	<b>0</b>	<b>0</b>
<b>610</b>	<b>EQUIPMENT OPERATIONS FUND</b>					
	<i>PUBLIC WORKS:</i>					
44360	Equipment Operations	1,744,061	2,600,048	2,632,698	2,096,225	2,105,578
	<i>PROJECTS</i>	1,847	0	0	0	0

## Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
	<i>OTHER FINANCING USES</i>	0	0	0	0	0
	<b>TOTAL FUND 610</b>	1,745,908	2,600,048	2,632,698	2,096,225	2,105,578
<b>625</b>	<b>RISK MANAGEMENT FUND</b>					
	<i>GENERAL GOVERNMENT:</i>					
41412	Liability	782,013	854,209	854,209	1,015,578	1,015,578
41413	Workers' Comp	853,660	898,813	898,813	1,087,723	1,087,723
41415	Employee Benefits	60,163	145,000	145,000	145,000	145,000
	<b>Subtotal</b>	1,695,836	1,898,022	1,898,022	2,248,301	2,248,301
	<b>TOTAL FUND 625</b>	1,695,836	1,898,022	1,898,022	2,248,301	2,248,301
<b>630</b>	<b>INFORMATION TECHNOLOGY OPERATIONS</b>					
	<i>GENERAL GOVERNMENT:</i>					
41435	City Clerk	1,278,881	1,251,075	1,296,075	1,490,383	1,503,993
	<i>DEBT SERVICE</i>	0	0	0	0	0
	<i>OTHER FINANCING USES</i>	0	0	0	0	0
	<b>TOTAL FUND 630</b>	1,278,881	1,251,075	1,296,075	1,490,383	1,503,993
<b>650</b>	<b>INTERNAL OPERATIONS</b>					
	<i>GENERAL GOVERNMENT:</i>					
41100	City Council	118,581	126,916	126,916	126,056	129,977
41300	Mayor	27,940	34,279	36,279	17,682	18,064
41400	City Manager	305,723	314,336	314,336	333,633	343,195
41410	Human Resources	449,843	515,713	515,713	587,570	600,271
41420	City Clerk	264,241	331,173	351,173	333,417	334,226
41430	Finance	691,065	792,813	792,813	849,824	860,892
41450	City Att-Legal Svcs	689,418	614,507	614,507	454,458	455,282
41500	Non-departmental	313,779	379,125	379,125	373,422	373,422
	<b>Subtotal</b>	2,860,590	3,108,862	3,130,862	3,076,062	3,115,329
	<i>COMMUNITY SERVICES:</i>					
44500	Facilities Operations	6,697	0	0	0	0
	<i>PROJECTS</i>	0	0	0	0	0
	<b>TOTAL FUND 650</b>	2,867,287	3,108,862	3,130,862	3,076,062	3,115,329
<b>660</b>	<b>INTERNAL OPERATIONS</b>					
	<i>COMMUNITY SERVICES:</i>					
44500	Facilities Operations	741,696	981,637	1,026,637	1,141,501	1,155,943
	<i>PROJECTS</i>	35,207	0	0	125,000	0
	<i>OTHER FINANCING USES</i>	0	0	0	0	0
	<b>TOTAL FUND 660</b>	776,903	981,637	1,026,637	1,266,501	1,155,943

## Expenditures By Fund - City Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>700</b>	<b>FIRE AND POLICE RETIREMENT FUND</b>					
	<i>GENERAL GOVERNMENT:</i>					
41415	Pension Trust	284,568	246,638	246,638	246,638	246,638
	<b>TOTAL FUND 700</b>	<u>284,568</u>	<u>246,638</u>	<u>246,638</u>	<u>246,638</u>	<u>246,638</u>
TOTAL ALL CITY FUNDS		<u>73,033,193</u>	<u>76,596,992</u>	<u>75,261,389</u>	<u>84,172,361</u>	<u>73,960,539</u>

## Expenditures By Fund - Successor Agency Funds

Acct. No.	Description	2017-18 Actual	2018-19 Amended Budget	2018-19 Estimated Actual	2019-20 Budget	2020-21 Budget
<b>350</b>	<b>SUCCESSOR AGENCY - DEBT SERVICE</b>					
	<i>SUCCESSOR AGENCY:</i>					
46410	Redevel. Admin.	40,446	250,000	250,000	0	0
	<i>DEBT SERVICE</i>	2,408,413	3,124,530	3,105,258	2,986,097	2,639,432
	<i>OTHER FINANCING USES</i>	0	0	0	0	0
	<b>TOTAL FUND 350</b>	<u>2,448,859</u>	<u>3,374,530</u>	<u>3,355,258</u>	<u>2,986,097</u>	<u>2,639,432</u>
<b>450</b>	<b>SUCCESSOR AGENCY - CAPITAL PROJECTS</b>					
	<i>SUCCESSOR AGENCY:</i>					
46430	Redevel. agreements	9,081	0	0	0	0
	<i>PROJECTS</i>	0	0	0	0	0
	<i>OTHER FINANCING USES</i>	0	0	0	0	0
	<b>TOTAL FUND 450</b>	<u>9,081</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL ALL ERA FUNDS</b>		<u>2,457,940</u>	<u>3,374,530</u>	<u>3,355,258</u>	<u>2,986,097</u>	<u>2,639,432</u>
<b>GRAND TOTAL ALL FUNDS</b>		<u>75,491,133</u>	<u>79,971,522</u>	<u>78,616,647</u>	<u>87,158,458</u>	<u>76,599,971</u>



Section H:

# Capital Improvement Program Budget

FY2019-20 - FY2023-24

# 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 2019 (CIP 2019) is a five-year summary of ongoing and proposed capital improvements to the City's public facility and infrastructure assets. CIP 2019 covers the period from Fiscal Year 2019/20 to Fiscal Year 2023/24. The FY 2019/20 budget is not in place and the capital programming presented in CIP 2019 will be a guiding tool to help set the budget. Subsequent years beyond 2019/20 in CIP 2019 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 adopted General Plan. The CIP is a template 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. The CIP is updated annually by engineering staff under the direction of the City Engineer.

CIP 2019 includes a new sector of capital improvement projects that is to be incorporated into the fiscal budget; this new sector is Information Technology (IT). The IT Department provides City-wide support for all technological equipment and software and ensures that the City of Eureka functions smoothly and efficiently in all areas with the support and implementation of relevant technology and equipment.

**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, 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 2019 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 2019 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 is anticipated that a fee structure for transportation impacts resulting from development will be in place by the time CIP 2020 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 2018 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. New projects in the CIP are 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.

**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 2019 are in 2019 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 2019/20 project cost estimates presented in CIP 2019 form the basis for the 2019/20 budget preparation that begins shortly after adoption of the CIP.

Pursuant to agreements dating back to the original construction of the Elk River Wastewater Treatment Facility and associated infrastructure (known collectively as the Greater Eureka Area Wastewater Project), certain wastewater infrastructure is funded partially by Humboldt Community Services District (HCSD). While cost-sharing percentages vary for different components of the system, in general, HCSD is responsible for 32% of the cost of capital projects executed at the WWTP, with the City being responsible for the other 68%. Staff has broken out HCSD funding in CIP 2019 to reflect this cost-sharing agreement.

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 2019 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,

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Greg L. Sparks, City Manager

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Brian Gerving, Director of Public Works

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Jesse Willor, City Engineer

## **Harbor & Waterfront**

### Dredging

Dredged portions of the Marina - \$2,400,000

## **Parks & Recreation**

### Del Norte Restroom

Construction of public restroom at foot of Del Norte Street - \$355,465

### Hammond Park Upgrades

New restroom, concession building, two new basketball courts, new lighting, new fencing and new automated irrigation system - \$406,420

### Oldtown Restroom Upgrades

Renovated restroom facilities - \$22,000

## **Streets & Storm Drains**

### Street Resurfacing (Slurry Seal) 2018

14 streets in the Highland Park and Alice Birney Areas - \$137,771

### Maintenance Paving 2018

6<sup>th</sup> Street from Myrtle to Commercial, 7<sup>th</sup> Street from Pine to E, and H Street from 17<sup>th</sup> to Henderson - \$912,052

### Parking Lot Maintenance 2018

Resurface Public Parking Lots - \$15,000 per year

### Centerline Striping 2018

Restripe City Streets - \$15,000 per year

### Sidewalk Improvements 2018

Repair and replace defective sidewalk at various locations Citywide - \$45,000

### Waterfront Drive Connection Phase II - [In Construction Summer 2019]

Construction of full width roadway with bike lanes, sidewalks, railroad crossing, street lighting and public amenities on Waterfront Drive, 'G' to 'J' Street - \$3,300,000

## **Water**

### Lundbar Hills Booster Pump Station Rehabilitation - [In Construction Summer 2019]

Replace water supply pumps and controls at Lundbar Hills subdivision - \$147,500

### Water Improvements 2018

Replacement of water main in Buhne Street between S and P St. and Williams and Pine St. - \$1,006,000

### Reservoir Maintenance Roof Support Coating - [In Construction]

This project consists of sandblasting and recoating the East side of the reservoir roof support beams - \$1,453,000

## **Wastewater**

### Pump Station Motor Control Center Replacement Project – [In Construction]

Replace motor control systems at several wastewater pump stations - \$594,000

### WWTP Roof Replacement

Install new roof on several structures at Elk River WWTP - \$74,000

### 3<sup>rd</sup> & Y Inflow and Infiltration Project

Lining mains in the 3<sup>rd</sup> & Y Basin to reduced rainfall derived inflow and infiltration - \$1,579,699

### Waterfront Lift Station

Reconstructed the lift station into a more efficient submersible pump style lift station that matches the current City of Eureka standard lift station. - \$338,000

### Odor Control Tower - [In Bidding Process]

Repair failing concrete supported beams and repair interior coating.

### Secondary Clarifier Maintenance - [In Construction Summer 2019]

Replace critical mechanical components like drives, chains, gear box, weirs and structure supports. - \$1,021,500

### Elk River WWTP Headworks Assessment

Conducted a condition assessment of the Elk River Treatment Plant concrete headworks facility. This is first time the headworks had been inspected and assessed since commissioning of the treatment plant in 1984 - \$70,000

### Crosstown Interceptor Cathodic Protection Project – [In Construction]

This project replaced aging anode beds and fixed continuity issues with the cathodic protection system of the Cross Town Interceptor. Cathodic Protection is vital to maintain the condition of the City's primary sanitary sewer force main to the Elk River Wastewater Treatment Plant. - \$490,000

## **Miscellaneous**

### 4th Street Underground District 11 - [In right of way and Design]

City of Eureka Underground District 11 starts at the north entrance of the City near the Eureka Slough Bridge and continues west to O Street and includes the majority of 4<sup>th</sup> & 5<sup>th</sup> Street. Overhead utility lines will be taken down and placed underground, removing the visual clutter. The project is slated for construction during the summer of 2019 and is fully funded by the Rule 20A program offered by PG&E. - \$4,000,000 (in Rule 20A funds)

## **Facilities**

### Redwood Coast Energy Authority (RCEA) Pilot Solar Program

The City joined the RCEA pilot solar program. During the initial phase of this program, RCEA assessed and prioritized City facilities to determine energy usage and potential usage reduction. RCEA then installed LED lighting in all of those facilities to reduce usage, at no cost to the City. Currently RCEA is estimating costs for installing solar at each of these buildings based on the new electrical usage.

**5 YEAR  
CAPITAL IMPROVEMENT PROGRAM SUMMARY  
&  
FISCAL YEAR BUDGET SCHEDULES**

**City of Eureka**  
**Capital Improvement Program 2019**  
**Five Year Summary**  
**Financing Sources by Category**

FY 2019-20 Project Category	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2019-20 Total	Remaining Cost
Harbor & Waterfront	\$ 4,137,000	\$ -	\$ -	\$ -	\$ -	\$ 277,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,527,000	\$ 1,804,000	\$ 2,333,000
Information Technology	2,968,000	-	-	-	-	-	-	-	-	70,000	-	-	70,000	2,898,000
Land & Facilities	4,548,000	198,000	-	-	-	-	-	62,000	-	-	-	100,000	360,000	4,188,000
Parks & Recreation	15,227,000	10,000	-	-	-	-	-	-	-	-	-	2,941,000	2,951,000	12,276,000
Streets & Storm Drains	36,950,000	245,000	650,000	-	-	-	15,000	50,000	-	-	-	1,612,000	2,572,000	34,378,000
Water Supply Facilities	9,318,000	-	-	2,486,000	-	-	-	-	-	-	-	-	2,486,000	6,832,000
Wastewater & Sewer	20,372,000	-	-	-	3,137,000	-	-	-	830,000	-	-	-	3,967,000	16,405,000
<b>Financing Totals</b>	<b>\$ 93,520,000</b>	<b>\$ 453,000</b>	<b>\$ 650,000</b>	<b>\$ 2,486,000</b>	<b>\$ 3,137,000</b>	<b>\$ 277,000</b>	<b>\$ 15,000</b>	<b>\$ 112,000</b>	<b>\$ 830,000</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 6,180,000</b>	<b>\$ 14,210,000</b>	<b>\$ 79,310,000</b>

FY 2020-21 Project Category	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2020-21 Total	Remaining Cost
Harbor & Waterfront	\$ 2,333,000	\$ -	\$ -	\$ -	\$ -	\$ 262,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 274,000	\$ 2,059,000
Information Technology	2,898,000	-	-	-	-	-	-	-	-	782,000	62,000	-	844,000	2,062,000
Land & Facilities	4,188,000	-	-	-	-	-	-	350,000	-	-	-	168,000	518,000	3,686,000
Parks & Recreation	12,276,000	10,000	-	-	-	-	-	-	-	-	-	2,227,000	2,237,000	10,039,000
Streets & Storm Drains	34,378,000	329,000	650,000	-	-	-	15,000	52,000	-	-	-	7,952,000	8,998,000	25,634,000
Water Supply Facilities	6,832,000	-	-	2,682,000	-	-	-	-	-	-	-	-	2,682,000	4,175,000
Wastewater & Sewer	16,405,000	-	-	-	4,317,200	-	-	-	821,800	-	-	-	5,139,000	11,268,000
<b>Financing Totals</b>	<b>\$ 79,310,000</b>	<b>\$ 339,000</b>	<b>\$ 650,000</b>	<b>\$ 2,682,000</b>	<b>\$ 4,317,200</b>	<b>\$ 262,000</b>	<b>\$ 15,000</b>	<b>\$ 402,000</b>	<b>\$ 821,800</b>	<b>\$ 782,000</b>	<b>\$ 62,000</b>	<b>\$ 10,359,000</b>	<b>\$ 20,692,000</b>	<b>\$ 58,923,000</b>

FY 2021-22 Project Category	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2021-22 Total	Remaining Cost
Harbor & Waterfront	\$ 2,059,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,000	\$ 517,000	\$ 1,542,000
Information Technology	2,062,000	-	-	-	487,000	-	-	-	-	879,000	346,000	-	1,712,000	385,000
Land & Facilities	3,686,000	250,000	-	416,000	417,000	-	-	417,000	-	-	-	-	1,500,000	2,261,000
Parks & Recreation	10,039,000	11,000	-	-	-	-	-	-	-	-	-	1,256,000	1,267,000	8,772,000
Streets & Storm Drains	25,634,000	654,000	650,000	-	-	-	15,000	54,000	-	-	-	1,011,000	2,384,000	23,250,000
Water Supply Facilities	4,175,000	-	-	5,562,000	-	-	-	-	-	-	-	-	5,562,000	-
Wastewater & Sewer	11,268,000	-	-	-	4,729,000	-	-	-	1,786,000	-	-	-	6,515,000	5,779,000
<b>Financing Totals</b>	<b>\$ 58,923,000</b>	<b>\$ 915,000</b>	<b>\$ 650,000</b>	<b>\$ 5,978,000</b>	<b>\$ 5,633,000</b>	<b>\$ 500,000</b>	<b>\$ 15,000</b>	<b>\$ 471,000</b>	<b>\$ 1,786,000</b>	<b>\$ 879,000</b>	<b>\$ 346,000</b>	<b>\$ 2,284,000</b>	<b>\$ 19,457,000</b>	<b>\$ 41,989,000</b>

FY 2022-23 Project Category	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2022-23 Total	Remaining Cost
Harbor & Waterfront	\$ 1,542,000	\$ -	\$ -	\$ -	\$ -	\$ 289,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,419,000	\$ 1,708,000	\$ 220,000
Information Technology	385,000	-	-	96,000	95,000	-	-	-	-	255,000	-	-	446,000	-
Land & Facilities	2,261,000	-	-	500,000	500,000	-	-	500,000	-	-	-	3,000,000	4,500,000	473,000
Parks & Recreation	8,772,000	11,000	-	-	-	-	-	-	-	-	-	1,306,000	1,317,000	7,455,000
Streets & Storm Drains	23,250,000	1,158,000	650,000	-	-	-	15,000	56,000	-	-	-	882,000	2,761,000	20,489,000
Water Supply Facilities	-	-	-	2,125,000	-	-	-	-	-	-	-	-	2,125,000	-
Wastewater & Sewer	5,779,000	-	-	-	3,940,000	-	-	-	126,000	-	-	216,000	4,282,000	2,112,000
<b>Financing Totals</b>	<b>\$ 41,989,000</b>	<b>\$ 1,169,000</b>	<b>\$ 650,000</b>	<b>\$ 2,721,000</b>	<b>\$ 4,535,000</b>	<b>\$ 289,000</b>	<b>\$ 15,000</b>	<b>\$ 556,000</b>	<b>\$ 126,000</b>	<b>\$ 255,000</b>	<b>\$ -</b>	<b>\$ 6,823,000</b>	<b>\$ 17,139,000</b>	<b>\$ 30,749,000</b>

FY 2023-24 Project Category	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Cost
Harbor & Waterfront	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ 281,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 281,000	\$ -
Information Technology	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land & Facilities	473,000	-	-	-	-	-	-	-	-	-	-	-	-	473,000
Parks & Recreation	7,455,000	12,000	-	-	-	-	-	16,000	-	-	-	1,481,000	1,509,000	5,973,000
Streets & Storm Drains	20,489,000	2,064,000	650,000	-	-	-	15,000	58,000	-	-	-	6,423,000	9,210,000	11,310,000
Water Supply Facilities	-	-	-	2,170,000	-	-	-	-	-	-	-	-	2,170,000	-
Wastewater & Sewer	2,112,000	-	-	-	2,692,000	-	-	-	374,000	-	-	-	3,066,000	-
<b>Financing Totals</b>	<b>\$ 30,749,000</b>	<b>\$ 2,076,000</b>	<b>\$ 650,000</b>	<b>\$ 2,170,000</b>	<b>\$ 2,692,000</b>	<b>\$ 281,000</b>	<b>\$ 15,000</b>	<b>\$ 74,000</b>	<b>\$ 374,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,904,000</b>	<b>\$ 16,236,000</b>	<b>\$ 17,756,000</b>

**City of Eureka**  
**Capital Improvement Program 2019**  
**Five Year Summary**  
**FY 2019-20 Projects by Category**

Harbor & Waterfront	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2019-20 Total	Remaining Cost
Samoa Boat Launch Improvements	\$ 1,500,000											\$ 1,500,000	\$ 1,500,000	\$ -
Dredging - Marina and Other City Prop.	1,000,000												-	\$ 1,000,000
Eureka Public Marina Safety Improvements	120,000					15,000						16,000	31,000	\$ 89,000
Marina Fire Supp. Improvements	23,000					12,000						11,000	23,000	\$ -
Commercial Street Fueling Facility	1,244,000												-	\$ 1,244,000
Fisherman's Terminal Fender Pile Maint.	250,000					250,000							250,000	\$ -
<b>Financing Totals</b>	<b>\$ 4,137,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 277,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,527,000</b>	<b>\$ 1,804,000</b>	<b>\$ 2,333,000</b>

Information Technology	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2019-20 Total	Remaining Cost
Server Upgrade 2019	\$ 210,000												\$ -	\$ 210,000
Enterprise Resource Software Feasibility Study	500,000												-	\$ 500,000
City Hall Network Security	258,000									20,000			20,000	\$ 238,000
Fiber Optic Network Upgrade	2,000,000									50,000			50,000	\$ 1,950,000
<b>Financing Totals</b>	<b>\$ 2,968,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ 2,898,000</b>

Land & Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2019-20 Total	Remaining Cost
Corporation Yard Improvements	\$ 925,000												\$ -	\$ 925,000
Municipal Auditorium Improvements	152,000												-	\$ 152,000
City Hall Improvements	885,000							62,000					62,000	\$ 823,000
Eureka Emergency Operations Center	2,288,000												-	\$ 2,288,000
Facilities Master Plan	125,000	125,000											125,000	\$ -
EPD Parking Lot 6th Street Entrance	23,000	23,000											23,000	\$ -
Coast Guard Building Improvements	150,000	50,000										100,000	150,000	\$ -
<b>Financing Totals</b>	<b>\$ 4,548,000</b>	<b>\$ 198,000</b>	<b>\$ -</b>	<b>\$ 62,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 360,000</b>	<b>\$ 4,188,000</b>				

Parks & Recreation	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2019-20 Total	Remaining Cost
City Parks Automated Irrigation	\$ 260,000	\$ 10,000											\$ 10,000	\$ 250,000
Park Improvements	1,996,000											150,000	150,000	\$ 1,846,000
Zoo Master Plan Improvements	10,000,000											1,000,000	1,000,000	\$ 9,000,000
Zoo Improv. - Entry Pavilion	22,000											11,000	11,000	\$ 11,000
Zoo Improv. - Aviary Mesh Replace.	30,000											30,000	30,000	\$ -
Softball Field Improvements	1,055,000											11,000	11,000	\$ 1,044,000
Stream Restoration / Fish Passage	125,000												-	\$ 125,000
Restroom Improvements	1,739,000											1,739,000	1,739,000	\$ -
<b>Financing Totals</b>	<b>\$ 15,227,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,941,000</b>	<b>\$ 2,951,000</b>	<b>\$ 12,276,000</b>					

**City of Eureka**  
**Capital Improvement Program 2019**  
**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	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2019-20 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	\$ 14,560,000		\$ 650,000										\$ 650,000	\$ 13,910,000
Safety Improvement Projects	3,750,000	60,000										840,000	900,000	\$ 2,850,000
Storm Drain Improvements	6,344,000												-	\$ 6,344,000
Bicycle Facilities	245,000											20,000	20,000	\$ 225,000
Sidewalk Repairs Improvements	375,000	75,000											75,000	\$ 300,000
Parking Improvements	269,000	100,000					15,000						115,000	\$ 154,000
Street Configuration Improvements	45,000											22,000	22,000	\$ 23,000
Broadway Multimodal Transportation Corr. Study	380,000											380,000	380,000	\$ -
Stormwater Trash Capture	3,610,000	10,000											10,000	\$ 3,600,000
Tide Gate Repair	270,000							50,000					50,000	\$ 220,000
Bay to Zoo Trail	6,752,000												-	\$ 6,752,000
Halvorsen Trail Rehabilitation	350,000											350,000	350,000	\$ -
<b>Financing Totals</b>	<b>\$ 36,950,000</b>	<b>\$ 245,000</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,612,000</b>	<b>\$ 2,572,000</b>	<b>\$ 34,378,000</b>

Water Supply Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2019-20 Total	Remaining Cost
Water Distribution System Maintenance	\$ 5,000,000			\$ 2,000,000									\$ 2,000,000	\$ 3,000,000
High Tank Pump Sta. Replacement	647,000			70,000									70,000	\$ 577,000
Automated Meter Read (AMR) Update	3,215,000												-	\$ 3,215,000
Tank Recoating	416,000			416,000									416,000	\$ -
Lumbar Hills Backup Generator	40,000												-	\$ 40,000
<b>Financing Totals</b>	<b>\$ 9,318,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,486,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,486,000</b>	<b>\$ 6,832,000</b>

Wastewater & Sewer	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2019-20 Total	Remaining Cost
Infiltration & Inflow Reduction Program	\$ 5,000,000				\$ 150,000								\$ 150,000	\$ 4,850,000
Collection System Annual Maintenance	2,500,000				475,000								475,000	\$ 2,025,000
Wastewater Lift Station Improvements	1,195,000				700,000								700,000	\$ 495,000
Cross Town Interceptor Maintenance	144,000				28,000				14,000				42,000	\$ 102,000
WW Pump Station Upgrade Program	830,000				50,000								50,000	\$ 780,000
Combined Heat & Power Replacement	2,500,000				1,700,000				800,000				2,500,000	\$ -
WWTP Biosolids Class "A"	3,273,000												-	\$ 3,273,000
Headworks Concrete Structure	1,450,000												-	\$ 1,450,000
Enclosed Bays & Estuaries	2,000,000												-	\$ 2,000,000
WWTP MCC	600,000												-	\$ 600,000
Outfall Repair	550,000				34,000				16,000				50,000	\$ 500,000
Sludge Piping Repair	330,000												-	\$ 330,000
<b>Financing Totals</b>	<b>\$ 20,372,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,137,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 830,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,967,000</b>	<b>\$ 16,405,000</b>

<b>Grand Total</b>	<b>\$ 93,520,000</b>	<b>\$ 453,000</b>	<b>\$ 650,000</b>	<b>\$ 2,486,000</b>	<b>\$ 3,137,000</b>	<b>\$ 277,000</b>	<b>\$ 15,000</b>	<b>\$ 112,000</b>	<b>\$ 830,000</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ 6,180,000</b>	<b>\$ 14,210,000</b>	<b>\$ 79,310,000</b>
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**City of Eureka**  
**Capital Improvement Program 2019**  
**Five Year Summary**  
**FY 2020-21 Projects by Category**

Harbor & Waterfront	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Funds	Outside Sources	2020-21 Total	Remaining Cost
Samoa Boat Launch Improvements	\$ -												\$ -	\$ -
Dredging - Marina and Other City Prop.	\$ 1,000,000					250,000							250,000	\$ 750,000
Eureka Public Marina Safety Improvements	\$ 89,000					12,000						12,000	24,000	\$ 65,000
Marina Fire Supp. Improvements	\$ -												-	\$ -
Commercial Street Fueling Facility	\$ 1,244,000												-	\$ 1,244,000
Fisherman's Terminal Fender Pile Maint.	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 2,333,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 262,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,000</b>	<b>\$ 274,000</b>	<b>\$ 2,059,000</b>

Information Technology	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Funds	Outside Sources	2020-21 Total	Remaining Cost
Server Upgrade 2019	\$ 210,000									\$ 218,000			\$ 218,000	\$ -
Enterprise Resource Software Feasibility Study	\$ 500,000												-	\$ 500,000
City Hall Network Security	\$ 238,000									149,000			149,000	\$ 89,000
Fiber Optic Network Upgrade	\$ 1,950,000									415,000	62,000		477,000	\$ 1,473,000
<b>Financing Totals</b>	<b>\$ 2,898,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 782,000</b>	<b>\$ 62,000</b>	<b>\$ -</b>	<b>\$ 844,000</b>	<b>\$ 2,062,000</b>

Land & Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Funds	Outside Sources	2020-21 Total	Remaining Cost
Corporation Yard Improvements	\$ 925,000												\$ -	\$ 925,000
Municipal Auditorium Improvements	\$ 152,000											168,000	168,000	\$ -
City Hall Improvements	\$ 823,000							350,000					350,000	\$ 473,000
Eureka Emergency Operations Center	\$ 2,288,000												-	\$ 2,288,000
Facilities Master Plan	\$ -												-	\$ -
EPD Parking Lot 6th Street Entrance	\$ -												-	\$ -
Coast Guard Building Improvements	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 4,188,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 168,000</b>	<b>\$ 518,000</b>	<b>\$ 3,686,000</b>

Parks & Recreation	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Funds	Outside Sources	2020-21 Total	Remaining Cost
City Parks Automated Irrigation	\$ 250,000	\$ 10,000											\$ 10,000	\$ 240,000
Park Improvements	\$ 1,846,000											156,000	156,000	\$ 1,690,000
Zoo Master Plan Improvements	\$ 9,000,000											1,040,000	1,040,000	\$ 7,960,000
Zoo Improv. - Entry Pavilion	\$ 11,000											11,000	11,000	\$ -
Zoo Improv. - Aviary Mesh Replace.	\$ -												-	\$ -
Softball Field Improvements	\$ 1,044,000											1,020,000	1,020,000	\$ 24,000
Stream Restoration / Fish Passage	\$ 125,000												-	\$ 125,000
Restroom Improvements	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 12,276,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,227,000</b>	<b>\$ 2,237,000</b>	<b>\$ 10,039,000</b>					

**City of Eureka**  
**Capital Improvement Program 2019**  
**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	HCS D	IT Fund	Fire/ EPD Funds	Outside Sources	2020-21 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	\$ 13,910,000		\$ 650,000										\$ 650,000	\$ 13,260,000
Safety Improvement Projects	\$ 2,850,000											1,200,000	1,200,000	\$ 1,650,000
Storm Drain Improvements	\$ 6,344,000											6,598,000	6,598,000	\$ -
Bicycle Facilities	\$ 225,000											21,000	21,000	\$ 204,000
Sidewalk Repairs Improvements	\$ 300,000	78,000											78,000	\$ 222,000
Parking Improvements	\$ 154,000	21,000					15,000						36,000	\$ 118,000
Street Configuration Improvements	\$ 23,000											23,000	23,000	\$ -
Broadway Multimodal Transportation Corr. Study	\$ -												-	\$ -
Stormwater Trash Capture	\$ 3,600,000	200,000											200,000	\$ 3,400,000
Tide Gate Repair	\$ 220,000							52,000					52,000	\$ 168,000
Bay to Zoo Trail	\$ 6,752,000	30,000										110,000	140,000	\$ 6,612,000
Halvorsen Trail Rehabilitation	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 34,378,000</b>	<b>\$ 329,000</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 52,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,952,000</b>	<b>\$ 8,998,000</b>	<b>\$ 25,634,000</b>

Water Supply Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Funds	Outside Sources	2020-21 Total	Remaining Cost
Water Distribution System Maintenance	\$ 3,000,000			\$ 2,040,000									\$ 2,040,000	\$ 960,000
High Tank Pump Sta. Replacement	\$ 577,000			600,000									600,000	\$ -
Automated Meter Read (AMR) Update	\$ 3,215,000												-	\$ 3,215,000
Tank Recoating	\$ -												-	\$ -
Lumbar Hills Backup Generator	\$ 40,000			42,000									42,000	\$ -
<b>Financing Totals</b>	<b>\$ 6,832,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,682,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,682,000</b>	<b>\$ 4,175,000</b>

Wastewater & Sewer	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Funds	Outside Sources	2020-21 Total	Remaining Cost
Infiltration & Inflow Reduction Program	\$ 4,850,000				\$ 1,664,000								\$ 1,664,000	\$ 3,186,000
Collection System Annual Maintenance	\$ 2,025,000				562,000								562,000	\$ 1,463,000
Wastewater Lift Station Improvements	\$ 495,000				345,000								345,000	\$ 150,000
Cross Town Interceptor Maintenance	\$ 102,000				71,000				33,000				104,000	\$ -
WW Pump Station Upgrade Program	\$ 780,000				180,000				84,000				264,000	\$ 516,000
Combined Heat & Power Replacement	\$ -												-	\$ -
WWTP Biosolids Class "A"	\$ 3,273,000				282,200				132,800				415,000	\$ 2,858,000
Headworks Concrete Structure	\$ 1,450,000				117,000				55,000				172,000	\$ 1,278,000
Enclosed Bays & Estuaries	\$ 2,000,000				735,000				347,000				1,082,000	\$ 918,000
WWTP MCC	\$ 600,000												-	\$ 600,000
Outfall Repair	\$ 500,000				340,000				160,000				500,000	\$ -
Sludge Piping Repair	\$ 330,000				21,000				10,000				31,000	\$ 299,000
<b>Financing Totals</b>	<b>\$ 16,405,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,317,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 821,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,139,000</b>	<b>\$ 11,268,000</b>

<b>Grand Total</b>	<b>\$ 79,310,000</b>	<b>\$ 339,000</b>	<b>\$ 650,000</b>	<b>\$ 2,682,000</b>	<b>\$ 4,317,200</b>	<b>\$ 262,000</b>	<b>\$ 15,000</b>	<b>\$ 402,000</b>	<b>\$ 821,800</b>	<b>\$ 782,000</b>	<b>\$ 62,000</b>	<b>\$ 10,359,000</b>	<b>\$ 20,692,000</b>	<b>\$ 58,923,000</b>
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**City of Eureka**  
**Capital Improvement Program 2019**  
**Five Year Summary**  
**FY 2021-22 Projects by Category**

Harbor & Waterfront	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/EPD Fund	Outside Sources	2021-22 Total	Remaining Cost
Samoa Boat Launch Improvements	\$ -												\$ -	\$ -
Dredging - Marina and Other City Prop.	\$ 750,000					260,000							260,000	\$ 490,000
Eureka Public Marina Safety Improvements	\$ 65,000					17,000						17,000	34,000	\$ 31,000
Marina Fire Supp. Improvements	\$ -												-	\$ -
Commercial Street Fueling Facility	\$ 1,244,000					223,000							223,000	\$ 1,021,000
Fisherman's Terminal Fender Pile Maint.	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 2,059,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,000</b>	<b>\$ 517,000</b>	<b>\$ 1,542,000</b>

Information Technology	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/EPD Fund	Outside Sources	2021-22 Total	Remaining Cost
Server Upgrade 2019	\$ -												\$ -	\$ -
Enterprise Resource Software Feasibility Study	\$ 500,000									500,000			500,000	\$ -
City Hall Network Security	\$ 89,000									124,000			124,000	\$ -
Fiber Optic Network Upgrade	\$ 1,473,000				487,000					255,000	346,000		1,088,000	\$ 385,000
<b>Financing Totals</b>	<b>\$ 2,062,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 487,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 879,000</b>	<b>\$ 346,000</b>	<b>\$ -</b>	<b>\$ 1,712,000</b>	<b>\$ 385,000</b>

Land & Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/EPD Fund	Outside Sources	2021-22 Total	Remaining Cost
Corporation Yard Improvements	\$ 925,000	\$ 250,000		\$ 250,000	\$ 250,000			\$ 250,000					\$ 1,000,000	\$ -
Municipal Auditorium Improvements	\$ -												-	\$ -
City Hall Improvements	\$ 473,000												-	\$ 473,000
Eureka Emergency Operations Center	\$ 2,288,000			166,000	167,000			167,000					500,000	\$ 1,788,000
Facilities Master Plan	\$ -												-	\$ -
EPD Parking Lot 6th Street Entrance	\$ -												-	\$ -
Coast Guard Building Improvements	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 3,686,000</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 416,000</b>	<b>\$ 417,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 417,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ 2,261,000</b>

Parks & Recreation	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/EPD Fund	Outside Sources	2021-22 Total	Remaining Cost
City Parks Automated Irrigation	\$ 240,000	\$ 11,000											\$ 11,000	\$ 229,000
Park Improvements	\$ 1,690,000											162,000	162,000	\$ 1,528,000
Zoo Master Plan Improvements	\$ 7,960,000											1,082,000	1,082,000	\$ 6,878,000
Zoo Improv. - Entry Pavilion	\$ -												-	\$ -
Zoo Improv. - Aviary Mesh Replace.	\$ -												-	\$ -
Softball Field Improvements	\$ 24,000											12,000	12,000	\$ 12,000
Stream Restoration / Fish Passage	\$ 125,000												-	\$ 125,000
Restroom Improvements	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 10,039,000</b>	<b>\$ 11,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,256,000</b>	<b>\$ 1,267,000</b>	<b>\$ 8,772,000</b>					

**City of Eureka**  
**Capital Improvement Program 2019**  
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**FY 2021-22 Projects by Category**

Streets & Storm Drains	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/EPD Fund	Outside Sources	2021-22 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	\$ 13,260,000		\$ 650,000										\$ 650,000	\$ 12,610,000
Safety Improvement Projects	\$ 1,650,000	50,000										500,000	550,000	\$ 1,100,000
Storm Drain Improvements	\$ -												-	\$ -
Bicycle Facilities	\$ 204,000											204,000	204,000	\$ -
Sidewalk Repairs Improvements	\$ 222,000	81,000											81,000	\$ 141,000
Parking Improvements	\$ 118,000	23,000					15,000						38,000	\$ 80,000
Street Configuration Improvements	\$ -												-	\$ -
Broadway Multimodal Transportation Corr. Study	\$ -												-	\$ -
Stormwater Trash Capture	\$ 3,400,000	500,000											500,000	\$ 2,900,000
Tide Gate Repair	\$ 168,000							54,000					54,000	\$ 114,000
Bay to Zoo Trail	\$ 6,612,000											307,000	307,000	\$ 6,305,000
Halvorsen Trail Rehabilitation	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 25,634,000</b>	<b>\$ 654,000</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 54,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,011,000</b>	<b>\$ 2,384,000</b>	<b>\$ 23,250,000</b>

Water Supply Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/EPD Fund	Outside Sources	2021-22 Total	Remaining Costs
Water Distribution System Maintenance	\$ 960,000			\$ 2,082,000									\$ 2,082,000	\$ -
High Tank Pump Sta. Replacement	\$ -												-	\$ -
Automated Meter Read (AMR) Update	\$ 3,215,000			3,480,000									3,480,000	\$ -
Tank Recoating	\$ -												-	\$ -
Lumbar Hills Backup Generator	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 4,175,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,562,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,562,000</b>	<b>\$ -</b>

Wastewater & Sewer	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/EPD Fund	Outside Sources	2021-22 Total	Remaining Cost
Infiltration & Inflow Reduction Program	\$ 3,186,000				\$ 108,000								\$ 108,000	\$ 3,078,000
Collection System Annual Maintenance	\$ 1,463,000				526,000								526,000	\$ 937,000
Wastewater Lift Station Improvements	\$ 150,000				299,000								299,000	\$ -
Cross Town Interceptor Maintenance	\$ -												-	\$ -
WW Pump Station Upgrade Program	\$ 516,000				150,000				70,000				220,000	\$ 296,000
Combined Heat & Power Replacement	\$ -												-	\$ -
WWTP Biosolids Class "A"	\$ 2,858,000				2,448,000				1,152,000				3,600,000	\$ -
Headworks Concrete Structure	\$ 1,278,000				944,000				444,000				1,388,000	\$ -
Enclosed Bays & Estuaries	\$ 918,000												-	\$ 918,000
WWTP MCC	\$ 600,000				34,000				16,000				50,000	\$ 550,000
Outfall Repair	\$ -												-	\$ -
Sludge Piping Repair	\$ 299,000				220,000				104,000				324,000	\$ -
<b>Financing Totals</b>	<b>\$ 11,268,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,729,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,786,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,515,000</b>	<b>\$ 5,779,000</b>

<b>Grand Total</b>	<b>\$ 58,923,000</b>	<b>\$ 915,000</b>	<b>\$ 650,000</b>	<b>\$ 5,978,000</b>	<b>\$ 5,633,000</b>	<b>\$ 500,000</b>	<b>\$ 15,000</b>	<b>\$ 471,000</b>	<b>\$ 1,786,000</b>	<b>\$ 879,000</b>	<b>\$ 346,000</b>	<b>\$ 2,284,000</b>	<b>\$ 19,457,000</b>	<b>\$ 41,989,000</b>
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**City of Eureka**  
**Capital Improvement Program 2019**  
**Five Year Summary**  
**FY 2022-23 Projects by Category**

Harbor & Waterfront	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2022-23 Total	Remaining Cost
Samoa Boat Launch Improvements	\$ -												\$ -	\$ -
Dredging - Marina and Other City Prop.	\$ 490,000					270,000							270,000	\$ 220,000
Eureka Public Marina Safety Improvements	\$ 31,000					19,000						19,000	38,000	\$ -
Marina Fire Supp. Improvements	\$ -												-	\$ -
Commercial Street Fueling Facility	\$ 1,021,000											1,400,000	1,400,000	\$ -
Fisherman's Terminal Fender Pile Maint.	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 1,542,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 289,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,419,000</b>	<b>\$ 1,708,000</b>	<b>\$ 220,000</b>

Information Technology	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2022-23 Total	Remaining Cost
Server Upgrade 2019	\$ -												\$ -	\$ -
Enterprise Resource Software Feasibility Study	\$ -												-	\$ -
City Hall Network Security	\$ -												-	\$ -
Fiber Optic Network Upgrade	\$ 385,000			96,000	95,000					255,000			446,000	\$ -
<b>Financing Totals</b>	<b>\$ 385,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 96,000</b>	<b>\$ 95,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 255,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 446,000</b>	<b>\$ -</b>

Land & Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2022-23 Total	Remaining Cost
Corporation Yard Improvements	\$ -												\$ -	\$ -
Municipal Auditorium Improvements	\$ -												-	\$ -
City Hall Improvements	\$ 473,000												-	\$ 473,000
Eureka Emergency Operations Center	\$ 1,788,000			500,000	500,000			500,000				3,000,000	4,500,000	\$ -
Facilities Master Plan	\$ -												-	\$ -
EPD Parking Lot 6th Street Entrance	\$ -												-	\$ -
Coast Guard Building Improvements	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 2,261,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000,000</b>	<b>\$ 4,500,000</b>	<b>\$ 473,000</b>

Parks & Recreation	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2022-23 Total	Remaining Cost
City Parks Automated Irrigation	\$ 229,000	\$ 11,000											\$ 11,000	\$ 218,000
Park Improvements	\$ 1,528,000											169,000	169,000	\$ 1,359,000
Zoo Master Plan Improvements	\$ 6,878,000											1,125,000	1,125,000	\$ 5,753,000
Zoo Improv. - Entry Pavilion	\$ -												-	\$ -
Zoo Improv. - Aviary Mesh Replace.	\$ -												-	\$ -
Softball Field Improvements	\$ 12,000											12,000	12,000	\$ -
Stream Restoration / Fish Passage	\$ 125,000												-	\$ 125,000
Restroom Improvements	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 8,772,000</b>	<b>\$ 11,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,306,000</b>	<b>\$ 1,317,000</b>	<b>\$ 7,455,000</b>					

**City of Eureka**  
**Capital Improvement Program 2019**  
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**FY 2022-23 Projects by Category**

Streets & Storm Drains	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2022-23 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	\$ 12,610,000		\$ 650,000										\$ 650,000	\$ 11,960,000
Safety Improvement Projects	\$ 1,100,000	50,000										500,000	550,000	\$ 550,000
Storm Drain Improvements	\$ -												-	\$ -
Bicycle Facilities	\$ -												-	\$ -
Sidewalk Repairs Improvements	\$ 141,000	84,000											84,000	\$ 57,000
Parking Improvements	\$ 80,000	24,000					15,000						39,000	\$ 41,000
Street Configuration Improvements	\$ -												-	\$ -
Broadway Multimodal Transportation Corr. Study	\$ -												-	\$ -
Stormwater Trash Capture	\$ 2,900,000	1,000,000											1,000,000	\$ 1,900,000
Tide Gate Repair	\$ 114,000							56,000					56,000	\$ 58,000
Bay to Zoo Trail	\$ 6,305,000											382,000	382,000	\$ 5,923,000
Halvorsen Trail Rehabilitation	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 23,250,000</b>	<b>\$ 1,158,000</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 56,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 882,000</b>	<b>\$ 2,761,000</b>	<b>\$ 20,489,000</b>

Water Supply Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2022-23 Total	Remaining Costs
Water Distribution System Maintenance	\$ -			\$ 2,125,000									\$ 2,125,000	\$ -
High Tank Pump Sta. Replacement	\$ -												-	\$ -
Automated Meter Read (AMR) Update	\$ -												-	\$ -
Tank Recoating	\$ -												-	\$ -
Lumbar Hills Backup Generator	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,125,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,125,000</b>	<b>\$ -</b>

Wastewater & Sewer	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2022-23 Total	Remaining Cost
Infiltration & Inflow Reduction Program	\$ 3,078,000				\$ 2,207,000								\$ 2,207,000	\$ 871,000
Collection System Annual Maintenance	\$ 937,000				614,000								614,000	\$ 323,000
Wastewater Lift Station Improvements	\$ -				393,000								393,000	\$ -
Cross Town Interceptor Maintenance	\$ -												-	\$ -
WW Pump Station Upgrade Program	\$ 296,000				267,000				126,000				393,000	\$ -
Combined Heat & Power Replacement	\$ -												-	\$ -
WWTP Biosolids Class "A"	\$ -												-	\$ -
Headworks Concrete Structure	\$ -												-	\$ -
Enclosed Bays & Estuaries	\$ 918,000												-	\$ 918,000
WWTP MCC	\$ 550,000				459,000							216,000	675,000	\$ -
Outfall Repair	\$ -												-	\$ -
Sludge Piping Repair	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 5,779,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,940,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 126,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 216,000</b>	<b>\$ 4,282,000</b>	<b>\$ 2,112,000</b>

<b>Grand Total</b>	<b>\$ 41,989,000</b>	<b>\$ 1,169,000</b>	<b>\$ 650,000</b>	<b>\$ 2,721,000</b>	<b>\$ 4,535,000</b>	<b>\$ 289,000</b>	<b>\$ 15,000</b>	<b>\$ 556,000</b>	<b>\$ 126,000</b>	<b>\$ 255,000</b>	<b>\$ -</b>	<b>\$ 6,823,000</b>	<b>\$ 17,139,000</b>	<b>\$ 30,749,000</b>
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**City of Eureka**  
**Capital Improvement Program 2019**  
**Five Year Summary**  
**FY 2023-24 Projects by Category**

Harbor & Waterfront	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Cost
Samoa Boat Launch Improvements	\$ -												\$ -	\$ -
Dredging - Marina and Other City Prop.	\$ 220,000					281,000							281,000	\$ -
Eureka Public Marina Safety Improvements	\$ -												-	\$ -
Marina Fire Supp. Improvements	\$ -												-	\$ -
Commercial Street Fueling Facility	\$ -												-	\$ -
Fisherman's Terminal Fender Pile Maint.	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 220,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 281,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 281,000</b>	<b>\$ -</b>

Information Technology	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Cost
Server Upgrade 2019	\$ -												\$ -	\$ -
Enterprise Resource Software Feasibility Study	\$ -												-	\$ -
City Hall Network Security	\$ -												-	\$ -
Fiber Optic Network Upgrade	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Land & Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Cost
Corporation Yard Improvements	\$ -												\$ -	\$ -
Municipal Auditorium Improvements	\$ -												-	\$ -
City Hall Improvements	\$ 473,000												-	\$ 473,000
Eureka Emergency Operations Center	\$ -												-	\$ -
Facilities Master Plan	\$ -												-	\$ -
EPD Parking Lot 6th Street Entrance	\$ -												-	\$ -
Coast Guard Building Improvements	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 473,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 473,000</b>

Parks & Recreation	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Cost
City Parks Automated Irrigation	\$ 218,000	\$ 12,000											\$ 12,000	\$ 206,000
Park Improvements	\$ 1,359,000											175,000	175,000	\$ 1,184,000
Zoo Master Plan Improvements	\$ 5,753,000											1,170,000	1,170,000	\$ 4,583,000
Zoo Improv. - Entry Pavilion	\$ -												-	\$ -
Zoo Improv. - Aviary Mesh Replace.	\$ -												-	\$ -
Softball Field Improvements	\$ -												-	\$ -
Stream Restoration / Fish Passage	\$ 125,000							16,000				136,000	152,000	\$ -
Restroom Improvements	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 7,455,000</b>	<b>\$ 12,000</b>	<b>\$ -</b>	<b>\$ 16,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,481,000</b>	<b>\$ 1,509,000</b>	<b>\$ 5,973,000</b>				

**City of Eureka**  
**Capital Improvement Program 2019**  
**Five Year Summary**  
**FY 2023-24 Projects by Category**

Streets & Storm Drains	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Cost
Street Reconstruction, Overlays & Maint.	\$ 11,960,000		\$ 650,000										\$ 650,000	\$ 11,310,000
Safety Improvement Projects	\$ 550,000	50,000										500,000	550,000	\$ -
Storm Drain Improvements	\$ -												-	\$ -
Bicycle Facilities	\$ -												-	\$ -
Sidewalk Repairs Improvements	\$ 57,000	88,000											88,000	\$ -
Parking Improvements	\$ 41,000	26,000					15,000						41,000	\$ -
Street Configuration Improvements	\$ -												-	\$ -
Broadway Multimodal Transportation Corr. Study	\$ -												-	\$ -
Stormwater Trash Capture	\$ 1,900,000	1,900,000											1,900,000	\$ -
Tide Gate Repair	\$ 58,000							58,000					58,000	\$ -
Bay to Zoo Trail	\$ 5,923,000											5,923,000	5,923,000	\$ -
Halvorsen Trail Rehabilitation	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 20,489,000</b>	<b>\$ 2,064,000</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 58,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,423,000</b>	<b>\$ 9,210,000</b>	<b>\$ 11,310,000</b>

Water Supply Facilities	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Costs
Water Distribution System Maintenance	\$ -			\$ 2,170,000									\$ 2,170,000	\$ -
High Tank Pump Sta. Replacement	\$ -												-	\$ -
Automated Meter Read (AMR) Update	\$ -												-	\$ -
Tank Recoating	\$ -												-	\$ -
Lumbar Hills Backup Generator	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,170,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,170,000</b>	<b>\$ -</b>

Wastewater & Sewer	Project Total	General Fund	Gas Tax	Water	Wastewater	Harbor Fund	Parking	Internal Operations	HCS D	IT Fund	Fire/ EPD Fund	Outside Sources	2023-24 Total	Remaining Cost
Infiltration & Inflow Reduction Program	\$ 871,000				\$ 1,288,000								\$ 1,288,000	\$ -
Collection System Annual Maintenance	\$ 323,000				526,000								526,000	\$ -
Wastewater Lift Station Improvements	\$ -				82,000								82,000	\$ -
Cross Town Interceptor Maintenance	\$ -												-	\$ -
WW Pump Station Upgrade Program	\$ -												-	\$ -
Combined Heat & Power Replacement	\$ -												-	\$ -
WWTP Biosolids Class "A"	\$ -												-	\$ -
Headworks Concrete Structure	\$ -												-	\$ -
Enclosed Bays & Estuaries	\$ 918,000				796,000				374,000				1,170,000	\$ -
WWTP MCC	\$ -												-	\$ -
Outfall Repair	\$ -												-	\$ -
Sludge Piping Repair	\$ -												-	\$ -
<b>Financing Totals</b>	<b>\$ 2,112,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,692,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 374,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,066,000</b>	<b>\$ -</b>

<b>Grand Total</b>	<b>30,749,000</b>	<b>2,076,000</b>	<b>650,000</b>	<b>2,170,000</b>	<b>2,692,000</b>	<b>281,000</b>	<b>15,000</b>	<b>74,000</b>	<b>374,000</b>	<b>-</b>	<b>-</b>	<b>7,904,000</b>	<b>16,236,000</b>	<b>17,756,000</b>
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## Section I:

# Budget Reference

# Budget Reference Materials - Overview

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

- Demographics & Statistics
- 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

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## **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 63% of total General Fund revenues. Representing less than 10% or less are the Transient Occupancy Tax at 10% and property taxes at 8%.

## **What is the General Fund's largest expense?**

\$14,204,924 or 46% of General Fund operating expenditures is spent on police services; this represents the largest operating budget of the City. Next is the fire services operating budget \$7,141,850 or 23% of General Fund operating expenditures.

# *FY2019-20 Budget Preparation Calendar*



Date	Task	Staff
February 19, 2019	Mid-Year #'s due from departments	Departments
March 5, 2019	Presentation of 2018-19 Mid-year Budget Report	CM, Finance
March 1, 2019	Departments turn in Fee Schedule changes	Departments
Mar 18 - 22	Analyze Cost Allocation	Departments, Finance
March 29, 2019	All Departments submit complete packets of 2019-20 operating budget requests, all other accompanying materials including service alternatives	Departments
April 5, 2019	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 8 - Apr 12	Departments, Finance & City Manager review operating budgets and service alternatives.	CM, Departments, Finance, Personnel
March 18, 2019	Finance Advisory Committee Meeting to recommend fee schedule	CM, Finance, Departments
March 19, 2019	Present the 2019-20 Fee Schedule to Council	CM, Finance
May 7, 2019	Present the 2019-20 Fiscal Year Budget to Council	CM, Finance
May xx, 2019	Special Council meeting for Budget Workshop	City Council, CM, Finance, and Departments
*May 21,2019	Regular Meeting - Council adopts budget	City Council, CM, Finance

\*Tentative

# Budget Policies & Practices

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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.

# Budget Policies & Practices

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## 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 \$5 million for 2019-20). All budgetary decisions will be viewed in light of this goal. The City shall undertake to reach this goal by budgeting a minimum of \$250,000 per year to increase the Working Capital until the goal is reached.

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

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

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

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

*The 2019-20 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, Building and Golf Course funds. Those amounts are \$1,115,905, \$1,144,671, \$153,710, \$191,029, \$0 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

# Budget Policies & Practices

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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

# Budget Policies & Practices

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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.

# Budget Policies & Practices

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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**

# Budget Policies & Practices

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

## **FUNDING FOR OUTSIDE ORGANIZATIONS**

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

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

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

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

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

## **BUDGETS AND BUDGETARY BASIS**

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

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

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

# Budget Policies & Practices

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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

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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:	27,195
Miles of streets:	125
Miles of water line:	151
Miles of sewers:	102
Street lights:	2,230
Signals:	
City	26
State	27
Fire protection:	3 Stations
Police protection:	1 Station
Business licenses:	3,247
Parks - number of acres	245
Parks	14
Golf courses	1
Community recreation facilities	10
Tennis courts	6
Ballfields	6
Outdoor amphitheater	1
Zoo	1
Water utility:	
Customers	10,022
Average daily consumption	3,196 ccf/day

Information from City of Eureka, 2017-18 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.....	51.2%
Female.....	48.8%

## Age Composition

Under 5 years.....	5.9%
5 to 9 years.....	5.3%
10 to 14 years.....	4.8%
15 to 19 years.....	5.7%
20 to 24 years.....	8.7%
25 to 34 years.....	15.5%
35 to 44 years.....	12.1%
45 to 54 years.....	11.4%
55 to 59 years.....	7.7%
60 to 64 years.....	7.3%
65 to 74 years.....	9.0%
75 to 84 years.....	4.2%
85 years and over.....	2.2%
Median age (years).....	37.5

## Race/Ethnic Origin

White.....	70.8%
Hispanic/Latino.....	11.1%
Black or African American.....	2.0%
American Indian & Alaska Native.....	2.3%
Asian.....	7.1%
Native Hawaiian and Other Pacific Islander.....	0.0%
Some Other race.....	0.3%
Two or More Races.....	6.4%

## Educational Attainment

Less than 9 <sup>th</sup> grade.....	5.4%
9 <sup>th</sup> to 12 <sup>th</sup> grade, no diploma.....	12.9%
High school graduate.....	26.8%
Some college, no degree.....	29.4%
Associate's degree.....	8.6%
Bachelor's degree.....	11.4%
Graduate or professional degree.....	5.5%
(Population 25 years and over)	

## Occupation Composition

Management, business, science And arts.....	29.4%
Service.....	23.5%
Sales and office .....	27.1%
Nat. resources, construction, & maintenance.....	10.2%
Production, transportation, & materials moving.....	9.8%
(Civilian employed population 16 years and over)	

## Household Income

Less than \$10,000.....	5.7%
\$10,000 to \$14,999.....	10.0%
\$15,000 to \$24,999.....	14.1%
\$25,000 to \$34,999.....	15.2%
\$35,000 to \$49,999.....	15.5%
\$50,000 to \$74,999.....	18.6%
\$75,000 to \$99,999.....	10.8%
\$100,000 to \$149,000.....	6.9%
\$150,000 to \$199,999.....	1.5%
\$200,000 or more.....	1.7%
Median household income.....	\$39,720

## Population

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
2018.....	27,195

# Demographics & Statistics



## Employment by Industry

	<u>Percent</u>
Professional, scientific, management, administrative and waste management services....	7.3%
Agriculture, forestry, fishing and hunting, and mining.....	1.8%
Construction.....	7.3%
Manufacturing.....	5.0%
Wholesale trade.....	3.3%
Retail trade.....	15.0%
Transportation and warehousing, and utilities.....	3.4%
Information.....	1.3%
Finance and insurance, real estate, rental and leasing.....	5.6%
Educational services, health care, and social assistance.....	24.2%
Arts, entertainment, recreation, accommodation, and food services.....	13.1%
Other services (except public administration).....	5.5%
Public administration.....	7.3%

(Civilian employed population 16 years and over)

## Principal Property Taxpayers June 30, 2015

<u>Company</u>	<u>Type of Business</u>	<u>Assessed Valuation</u>	<u>% of Total Assessed Valuation</u>
Bayshore Mall	Shopping Mall	\$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 2019-20

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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 2019-20 CITY OF EUREKA APPROPRIATIONS LIMIT CALCULATIONS

A. LAST YEAR'S LIMIT		\$ 145,407,405
B. ADJUSTMENT FACTORS		
1. Population % (City population growth)		-0.626%
2. Inflation % (Change California Per Capita Personal Income)*		3.85%
Population Converted to a Ratio:	$\frac{-0.626 + 100}{100} =$	0.9937
Per Capita Cost of Living Converted to a Ratio:	$\frac{3.85 + 100}{100} =$	1.0385
Calculation of Factor for Fiscal Year 2017-2018 (Population Ratio x Per Capita Cost of Living Ratio)		1.0320
C. THIS YEAR'S LIMIT:		\$ 150,060,899

### APPROPRIATIONS SUBJECT TO LIMIT AND AMOUNT UNDER LEGAL LIMIT

A. PROCEEDS OF TAXES	\$ 26,604,500
B. EXCLUSIONS	-
C. APPROPRIATIONS SUBJECT TO LIMITATION	26,604,500
D. CURRENT YEAR LIMIT	150,060,899
E. UNDER LIMIT	\$ 123,456,399

\*Estimate

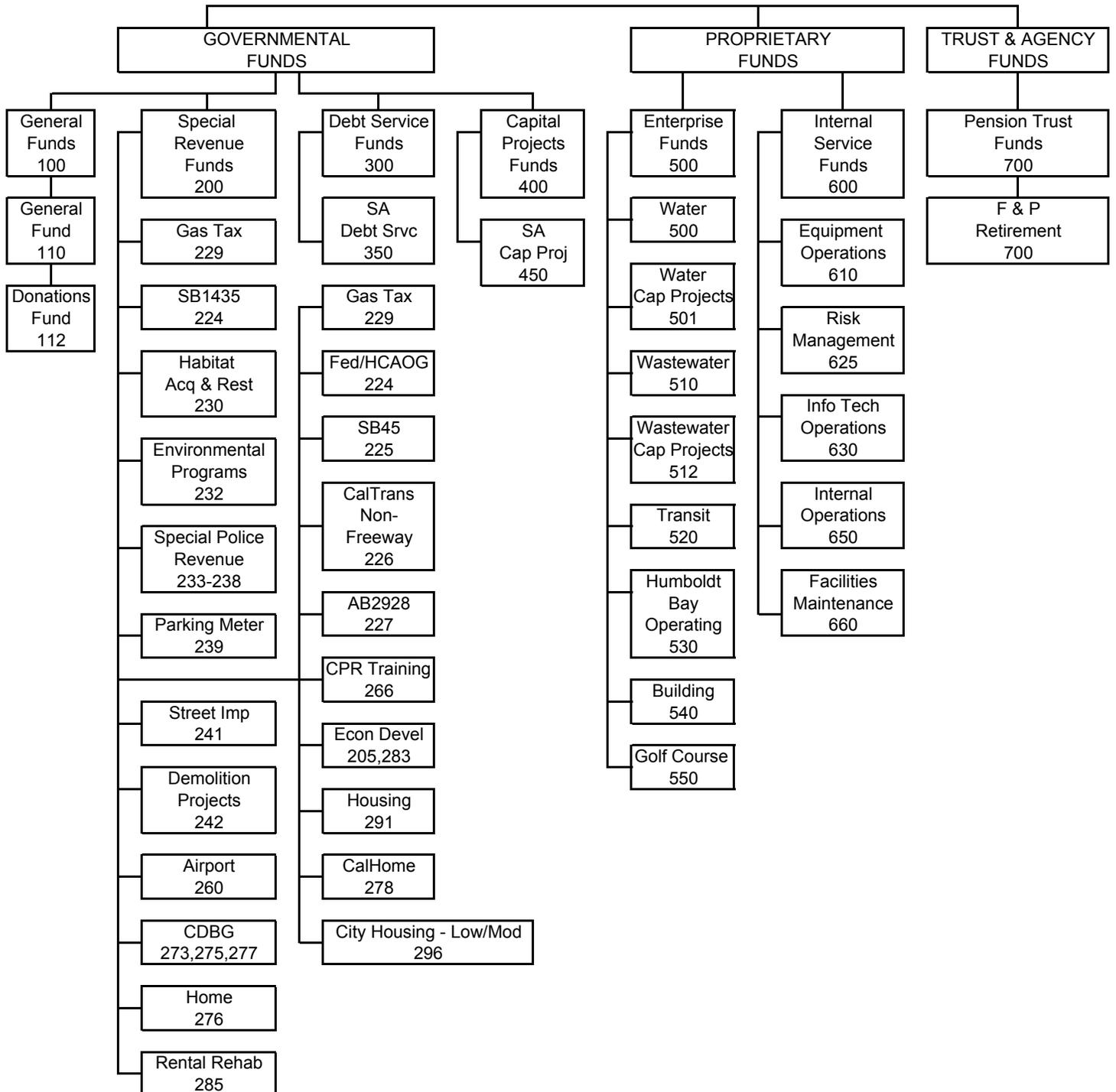
## **Appropriations Limit FY 2019-20**

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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 2009-10 to 2019-20 the calculated appropriations limit has increased by 3% from \$145,407,405 to \$150,060,899. During this same time period appropriations subject to this limitation have increased 1% from \$25,690,229 to \$26,604,500. 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 2019-20



# Glossary Of Terms

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## **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.

# Glossary Of Terms

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## **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

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## **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**

# Glossary Of Terms

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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

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## **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, 228, 229, 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)**

# Glossary Of Terms

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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

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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**

# Glossary Of Terms

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Public Safety Answering Point System is a county-wide computerized connection process with law agencies within the County. The Eureka Police Department maintains this networking system.

## **Reserve**

An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose or designated by Council and is, therefore, not available for general appropriation.

## **Reserve Draw Down**

Refers to the amount of Working Capital required as a revenue funding source to balance fund budgets where appropriations exceed current revenues. If current revenues exceed appropriations, the Working Capital will increase and be referred to a reserve improvement.

## **Revenue Bonds**

Bonds sold to construct a project that will produce revenues pledged for the payment of related principal and interest (See Bonds).

## **Resolution**

A special or temporary order of a legislative body: an order of a legislative body requiring less legal formality than an ordinance or statute.

## **Resources (Sources)**

Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

## **RFP**

Request for Proposals is a method of inviting proposals from qualified vendors of a specific commodity or service.

## **RPT**

Regular part time employees who are employed by the City less than 40 hours per week but whose position is allocated as a permanent position within the annual budget process.

## **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

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## **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).