

City of Eureka



2015-2016 Proposed Budget

FY 2015-2016 Annual Budget



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City of Eureka, California





*The City of Eureka
Organizational Chart
2015*

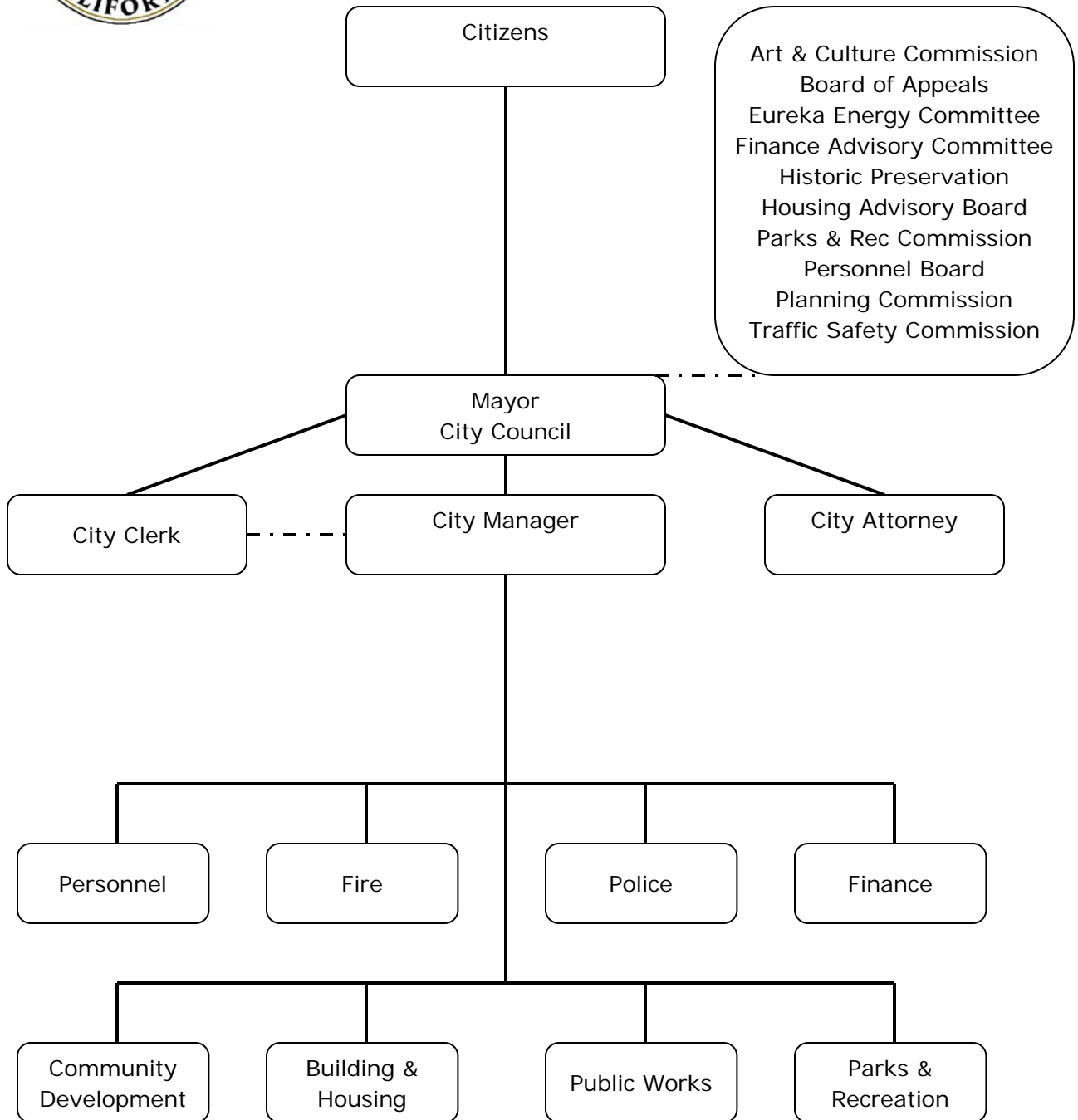


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Section A
Introduction



City Manager's Transmittal



May 5, 2015

Honorable Mayor and City Council:

I am pleased to submit the Proposed Budget for the 2015-16 Fiscal Year. This budget message outlines principles and important issues of the City's financial planning efforts. The 2015-16 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.

Key Budget Principles

As in past years, the 2015-16 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 Expenditures with Revenues.
- ❖ Basic services will be maintained to the greatest extent possible.
- ❖ Working capital will be maintained at levels which will reasonably protect the City from future uncertainties.
- ❖ Revenues will be estimated at realistic levels.
- ❖ Program costs will be developed to reflect a true picture of the cost of operation.
- ❖ Personnel layoffs will be avoided to the greatest extent possible.
- ❖ The recommended budget will comply with provisions of the State Constitution, City Charter, Municipal Code, and sound fiscal policy.

Basis of Budgeting

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

City Manager's Transmittal



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 2015-16 fiscal year are integral to the accomplishment of the City Council's long-term goals for the City of Eureka. Those goals encompass quality of life, safety within the community, and continued financial stability. As our city moves into the future, departments are carrying out programs to meet City Council and General Plan goals in the areas of:

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

Financial Condition Summary

Financial Outlook

For FY 2015-16 the overall economic outlook for the City of Eureka remains cautiously optimistic. Leading indicators, such as Sales Tax and Transient Occupancy Tax revenue, remain stable, but have not kept pace with inflation. However, Property Tax and housing-related revenues continue to lag and have offset gains in other areas. Employment gains within Humboldt County have not kept pace with the level of recovery in the State of California, and the local recovery remains weak.

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

The City has financial policies to assist in the long-term fiscal recovery. These policies are designed to assist the City Council in the implementation of fiscal strategies and tactics that

City Manager's Transmittal



will maintain the City's core service levels, bolster cash reserves, and ensure long-term fiscal solvency.

Budget Content

After all departments had submitted their proposed budgets it was evident that expenditures exceeded revenues by approximately 12% in the General Fund. Following some stricter internal cost allocation, the budgets were reduced to bring the structural deficit down to 10%. Departments were then directed to identify ways to reduce their proposed budgets, in order to maintain services to the greatest extent possible, and to do so without one-time cost savings with the goal of improved sustainability.

The recommended budget is consistent with the City Council direction of keeping public safety as the number one budget priority with funding for public safety comprising approximately 71% or \$18.8 million of the City's General Fund budget. A range of other City services comprise the balance of the City's budget. The budget balancing plan for FY 2015-16 continues several ongoing strategies which will contribute to the City's long-term financial stability.

Financial Plan Overview

The total Proposed Operating Budget for the City is nearly \$60 million for 2015-16, which includes one-time CDBG funding of \$4.8 million. This represents a 2% increase from the 2014-15 Adopted Budget, after factoring out the one-time grant. A majority of the \$1.1 million increase in operating budgets is due to increased pension costs, health insurance and workers' compensation costs. An additional improvement in the budget document from a financial planning perspective is the inclusion of a 2016-17 estimated budget. This second year budget provides a longer-term view of projected revenues and expenditures to guide the policy-making process.

General Fund Highlighted

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

Expenditures: Total General Fund appropriations are \$26.4 million for 2015-16, which represents an increase in the operating expenditure budget of 1.4%, or \$368,000, from the prior fiscal year.

City Manager's Transmittal



General Fund Appropriations (in thousands)	2013-14 Budget	2015-16 Proposed	2016-17 Projected
Operating Budgets	\$ 25,398	\$ 25,766	\$ 25,983
Debt Service	152	281	281
Capital Projects	584	320	120
Total General Fund	\$ 26,134	\$ 26,367	\$ 26,384

The estimated General Fund working capital at June 30, 2016, is \$758,000, or 2.9% of the total General Fund operating budget, which is lower than the City's stated goal (*the City's stated goal is 60 days of operating expenditures; 16.7%; or approximately \$4.3 million*).

Revenues: The Adopted 2015-16 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 relatively flat for the next year, outside of a one-time final true-up of the State triple-flip;
- Adopted by the voters in November 2010, Measure "O" funds added a ½-cent City Sales Tax. This general purpose revenue measure is projected to generate \$4.3 million in 2015-16. This funding enables the City to provide important and valued services to the community; for day-to-day operating programs and one-time capital improvements;
- Property values in Eureka remain stable;
- No major changes in the structure of existing local government revenues. Allocation of local revenues may be affected by State legislative decisions;
- Increases to various City fees and charges, based on cost of service, will be approved, implemented, and will achieve the revenue targets. Revenues from "charges for services" are projected to increase by approximately 5% over the previous year's budgeted amounts, when revenues from cost allocation are removed from the calculation.



Operating Program Expenditures

The City of Eureka has traditionally delivered a high level of basic police and fire services to the community. However, funding for basic street maintenance and other public infrastructure has generally not kept pace with system needs. Despite the status of the City's overall budget, the needs of the City and its residents must be addressed. The 2015-16 Adopted budget includes funding to support to the extent possible those areas deemed critical to sustaining a healthy community and encouraging a prosperous future.

Issues and initiatives for the coming year

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

- **Critical Future of the General Fund.** This year our goal is to adopt a balanced General Fund budget, with recurring revenues equaling or exceeding recurring expenditures. We need to be continually focused on creating and maintaining a fiscally sound and sustainable budget. The comprehensive financial picture is made up of several components: contingency reserves that cushion annual fluctuations in revenue collections, sufficient working capital to protect against disaster and uncertainty, ongoing and consistent capital planning and improvements, adequate funding of liabilities, and continuation of fair and competitive compensation for our workforce. The need to plan for future reductions in State resources and continually increasing costs within the General Fund and their projected budget consequences must be considered during the 2015-16 year as well as future years.
- **Retirement Benefit Costs** CalPERS has implemented reforms including a tiered system called PEPRA, which has reduced retirement benefits thereby reducing costs. In the short term, retirement costs will continue to increase, but are expected to stabilize within the next seven to ten years as classic PERS members decrease, and the number of PEPRA employees increase.
- **Health Insurance Costs.** The City's health insurance premium is not projected to increase for FY15/16.
- **Waterfront Maintenance and Development.** With the investment of nearly \$60 million during the past fifteen years to develop the waterfront and boardwalk area in Eureka, it is critical that these aesthetic additions to our community be maintained. To attract new construction and development investment in the future, this area must have adequate funding both to maintain and improve public infrastructure.
- **Street & Road Maintenance.** Clearly, one of the greatest challenges facing Eureka is the need to maintain the City's street and road infrastructure. In FY 2015-16 and beyond, the City is faced with the need to fund approximately \$2 million per year related to street maintenance. It is staff's belief that based on current revenue and expenditure trends, that minimal funding will be available for street and sidewalk maintenance in the near term. There is current legislation under consideration in Sacramento, SB16, that would provide additional funding for five years for city street and roadway improvements. This



would be accomplished by an increase in the excise tax and the Vehicle Registration Fee.

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

Department Reduction Plan

Here is what comprises each department's reduction plan:

- **Police.** Proposal includes eliminating rank of Police Service Officer, reducing temporary salaries, taking animal impound services in-house, adding two new positions, and increasing some operational line items.
- **Fire.** Proposal includes "browning out" Fire Station #4, eliminating overtime costs, the volunteer program, the quarterly newsletter, and other operational line items.
- **Parks and Recreation.** Proposal includes reclassifying some positions, reducing temporary salaries and other operational line items, and increasing revenue generation.
- **Public Works.** Proposal includes reclassifying personnel and reducing operational line items.
- **Development Services.** Proposal includes eliminating Economic Development Manager position.
- **Non-Departmental.** Proposal includes reducing funding to outside agencies.

Measures "O" and "Q"

Adopted by the voters in November 2010, Measure "O" set an added ½-cent City Transaction and Use Tax, which will expire June 30, 2016. Measure "Q" will extend this tax for another five years after that. This general purpose revenue is projected to generate \$4.3 million in FY 2015-16. This funding enables the City to provide important and valued services to the community; for both day-to-day operating programs and one-time capital improvements. It is the City Council's obligation to prioritize the use of this resource; just as it is their job to prioritize the use of all City resources. For this reason it is important that as the City Council sets goals for the FY 2015-16 Budget, it also considers the prioritized use of the Measure "O" funds.

Along with the five-year sunset and requirements for annual audits and annual community reports on how much revenue is generated by the measure and how the funds are spent,

City Manager's Transmittal



Measures “O” and “Q” also include accountability and citizen oversight provisions. These are general purpose measures and so the proceeds are not restricted to specific purposes. This enables the City Council with flexibility to respond to new circumstances and challenges. However the ballot language of the Measure provided examples of the types of uses that would be funded through the Measure. These included: police, fire, street maintenance, environmental programs, zoo, parks, and recreation. Through this budgetary process the City Council will allocate Measure “O”, and later Measure ‘Q” funds, to operating programs and capital improvements.

Summary

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

While the recommended budget is balanced, the City Council and community must be mindful that there are a number of uncertainties still facing the community. The “jobless recovery” currently underway is still putting a strain on our economy. The recovery itself is uneven and local governments are feeling its impacts in some of our lagging revenues. Even with the cooperation of our employees in containing personnel costs, we are faced with the prospect of benefit costs beyond our control and the problem of how to address these in the future. Nonetheless, we will continue to adhere to sound financial practices that will allow us in the long term to successfully meet the challenges of providing quality public services.

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

Respectfully submitted for your consideration,

Greg L. Sparks
City Manager

Community Profile

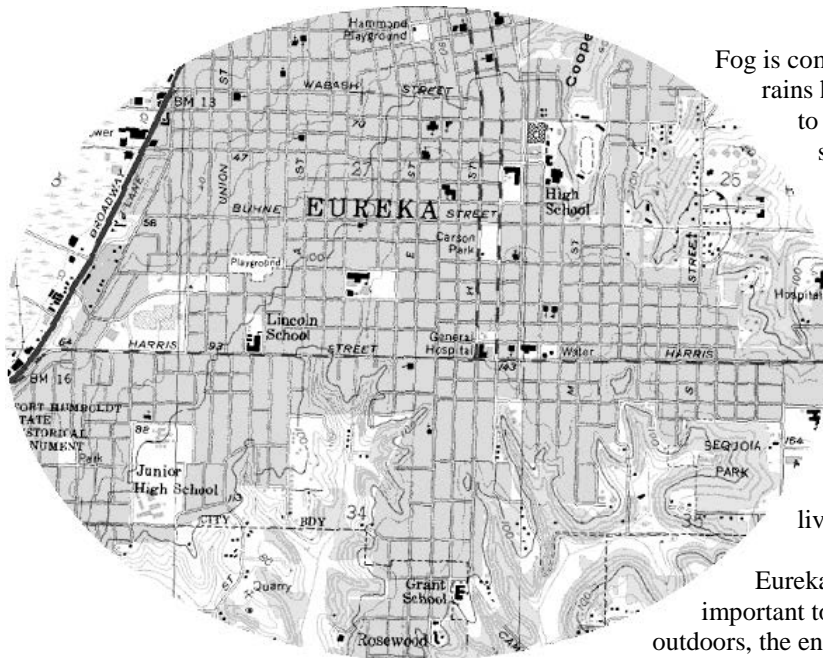
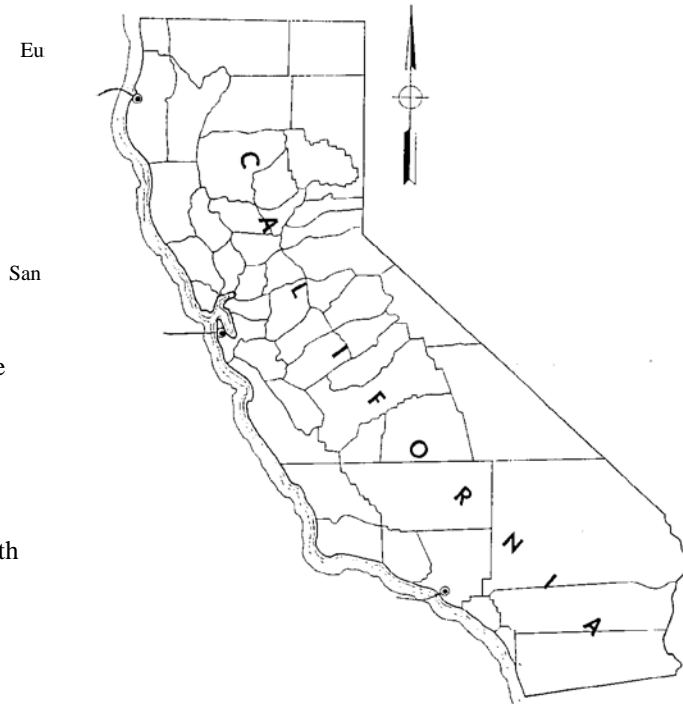


Bustling into Western history during the famous California Gold Rush, the City of Eureka thrived for many years on the area's rich abundance of redwood timber. Quickly establishing itself as the commercial hub of the North Coast, Eureka fused a stunning array of Victorian architecture with the rugged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

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

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

A moderate climate prevails, summer and winter.



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

Eureka's population is approximately 26,914. Another 14,000 reside immediately adjacent to the city limits. Hence, the greater Eureka population is approximately 41,000. About 100,000 people, or 85 percent of Humboldt County's total population, live within a 20-mile radius of Eureka.

Eureka and the nearby cities reflect what is important to our community - family, work, the outdoors, the environment, the arts, and community service. In Humboldt County the lifestyle is relaxed. Many residents live in rural settings, away from neighbors, yet within minutes of jobs, schools, rivers, woods, and the beach. Traffic jams and crowded beaches don't exist and natural beauty is available at every turn.

Community Profile



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

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

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

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

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



Section B
Budget Graphs &
Summaries

Budget Graphics & Summaries



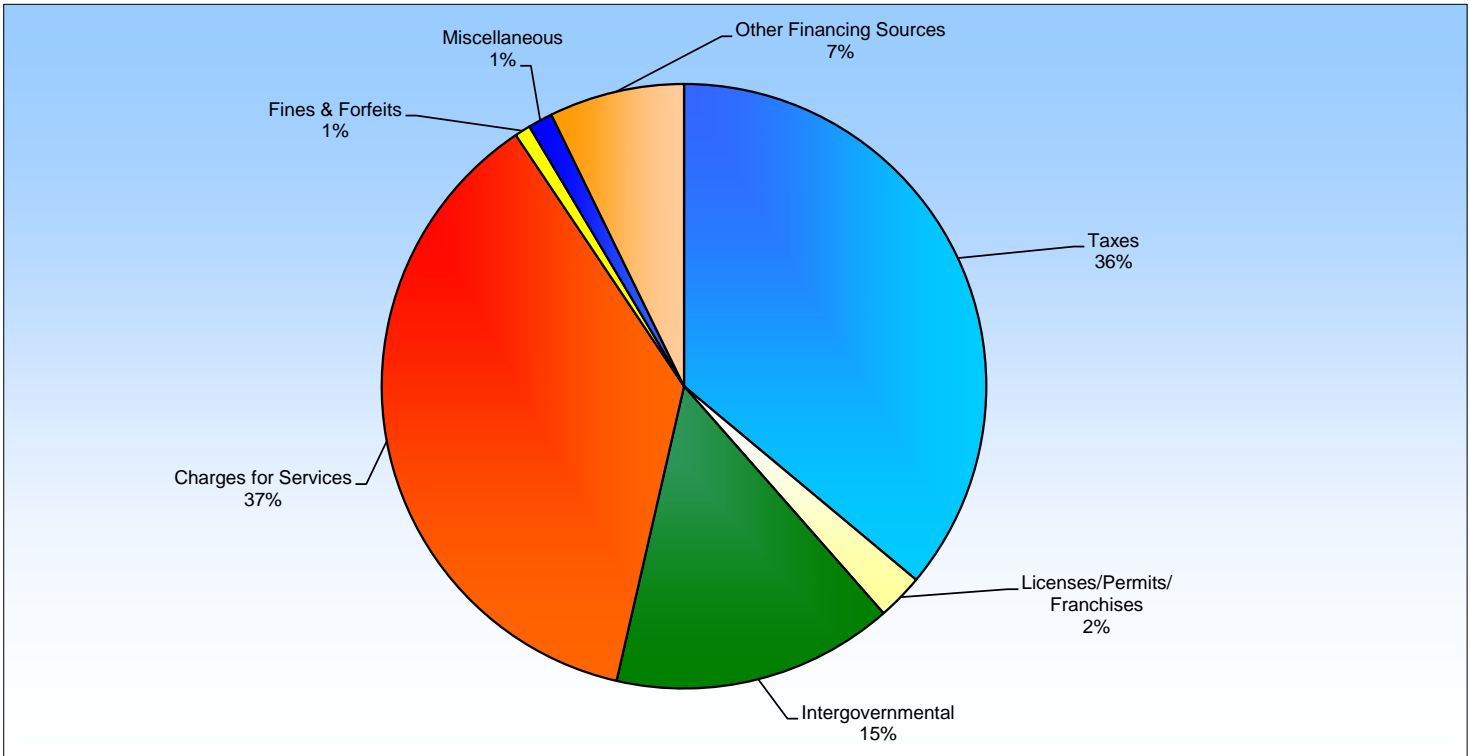
OVERVIEW

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

- Summary of Revenues by Source
- Revenue Summary by Fund Type
- Summary of Operating Program Expenditures by Type
- Summary of Operating Program Expenditures by Function
- Operating Expenditure Summary by Department
- General Fund Revenues and Expenditures
- Summary of Recommended Regular Positions
- Summary of Changes in FTE Positions
- Positions by Department
- Recap of Funds 2014-15; 2015-16; 2016-17

Generally, charts are for the 2015-16 fiscal year, while tables present information for five fiscal periods: 2013-14 Actual, 2014-15 Amended Budget, 2014-15 Estimates (Estimated Actuals), 2015-16 Proposed Budget and 2016-17 Projected Budget.

Summary of Revenue Source



2015-16 REVENUE SOURCES \$70,784,295

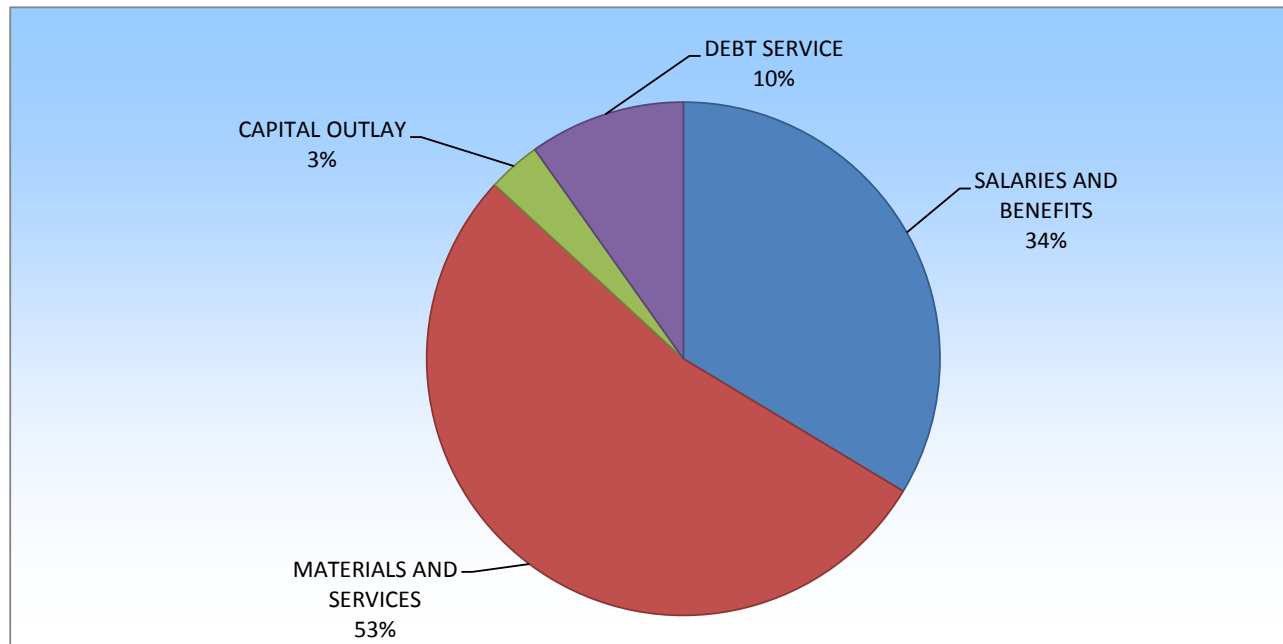
	2013/14 Actual	2014/15 Estimated	2015/16 Budget	2016/17 Budget
Taxes	23,007,078	23,791,252	25,527,434	24,095,944
Licenses/Permits/Franchises	1,382,716	1,374,330	1,742,930	1,742,930
Intergovernmental	8,121,169	9,422,360	10,659,346	4,670,266
Charges for Services	24,162,253	24,020,125	26,205,603	24,493,712
Fines & Forfeits	800,136	654,200	596,642	598,659
Miscellaneous	6,915,787	5,984,840	930,813	930,838
Other Financing Sources	17,758,936	9,746,173	5,121,527	4,571,453
TOTAL	82,148,075	74,993,280	70,784,295	61,103,802

Revenue Summary By Fund Type



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
GENERAL FUND						
	Taxes	20,390,227	20,526,700	20,526,700	21,374,318	21,303,627
	Licenses/Permits/Franchises	955,930	943,200	943,200	1,267,800	1,267,800
	Intergovernmental	2,904,535	2,450,929	2,450,929	2,381,510	2,403,215
	Charges for Services	1,074,450	1,264,991	1,264,991	1,188,900	1,188,900
	Fines & Forfeits	222,416	234,200	234,200	208,642	210,659
	Miscellaneous	285,084	156,310	156,310	135,459	135,484
	Other Financing Sources	3,442,822	4,525,523	3,717,012	4,241,142	4,347,170
	Subtotal	29,275,464	30,101,853	29,293,342	30,797,771	30,856,855
SPECIAL REVENUE FUNDS						
	Taxes	-	50,000	50,000	-	-
	Licenses/Permits/Franchises	59,478	66,130	56,130	66,130	66,130
	Intergovernmental	2,241,574	4,796,510	5,557,820	6,555,369	788,725
	Charges for Services	200,025	123,908	101,908	30,000	30,000
	Fines & Forfeits	238,611	158,000	140,000	108,000	108,000
	Miscellaneous	369,289	444,520	441,000	61,000	61,000
	Other Financing Sources	6,952	-	-	706,102	50,000
	Subtotal	3,115,929	5,639,068	6,346,858	7,526,601	1,103,855
DEBT SERVICE FUNDS						
	Taxes	2,616,851	2,603,058	2,990,270	4,153,116	2,792,317
	Charges for Services	1,354	-	-	-	-
	Miscellaneous	2,330	-	-	-	-
	Other Financing Sources	24,194	-	-	-	-
	Subtotal	2,644,729	2,603,058	2,990,270	4,153,116	2,792,317
CAPITAL PROJECTS FUNDS						
	Miscellaneous	39	-	-	-	-
	Subtotal	39	-	-	-	-
ENTERPRISE FUNDS						
	Taxes	-	224,282	224,282	-	-
	Licenses/Permits/Franchises	367,308	375,000	375,000	409,000	409,000
	Intergovernmental	2,975,060	1,413,611	1,413,611	1,722,467	1,478,326
	Fines & Forfeits	339,109	280,000	280,000	280,000	280,000
	Charges for Services	15,235,042	14,158,705	14,158,705	15,170,954	13,459,063
	Miscellaneous	6,109,643	5,357,530	5,337,530	734,354	734,354
	Other Financing Sources	14,181,958	773,433	6,029,161	174,283	174,283
	Subtotal	39,208,120	22,582,561	27,818,289	18,491,058	16,535,026
INTERNAL SERVICE FUNDS						
	Taxes	-	250,000	-	-	-
	Charges for Services	7,224,203	7,707,575	8,097,075	9,418,654	9,418,654
	Miscellaneous	149,402	50,000	50,000	-	-
	Other Financing Sources	103,010	-	-	-	-
	Subtotal	7,476,615	8,007,575	8,147,075	9,418,654	9,418,654
TRUST FUNDS						
	Charges for Services	427,179	397,446	397,446	397,095	397,095
	Miscellaneous	-	-	-	-	-
	Subtotal	427,179	397,446	397,446	397,095	397,095
TOTAL ALL FUND TYPES						
	Taxes	23,007,078	23,654,040	23,791,252	25,527,434	24,095,944
	Licenses/Permits/Franchises	1,382,716	1,384,330	1,374,330	1,742,930	1,742,930
	Intergovernmental	8,121,169	8,661,050	9,422,360	10,659,346	4,670,266
	Charges for Services	24,162,253	23,652,625	24,020,125	26,205,603	24,493,712
	Fines & Forfeits	800,136	672,200	654,200	596,642	598,659
	Miscellaneous	6,915,787	6,008,360	5,984,840	930,813	930,838
	Other Financing Sources	17,758,936	5,298,956	9,746,173	5,121,527	4,571,453
	GRAND TOTAL	82,148,075	69,331,561	74,993,280	70,784,295	61,103,802

Summary of Operating Program Expenditures By Type



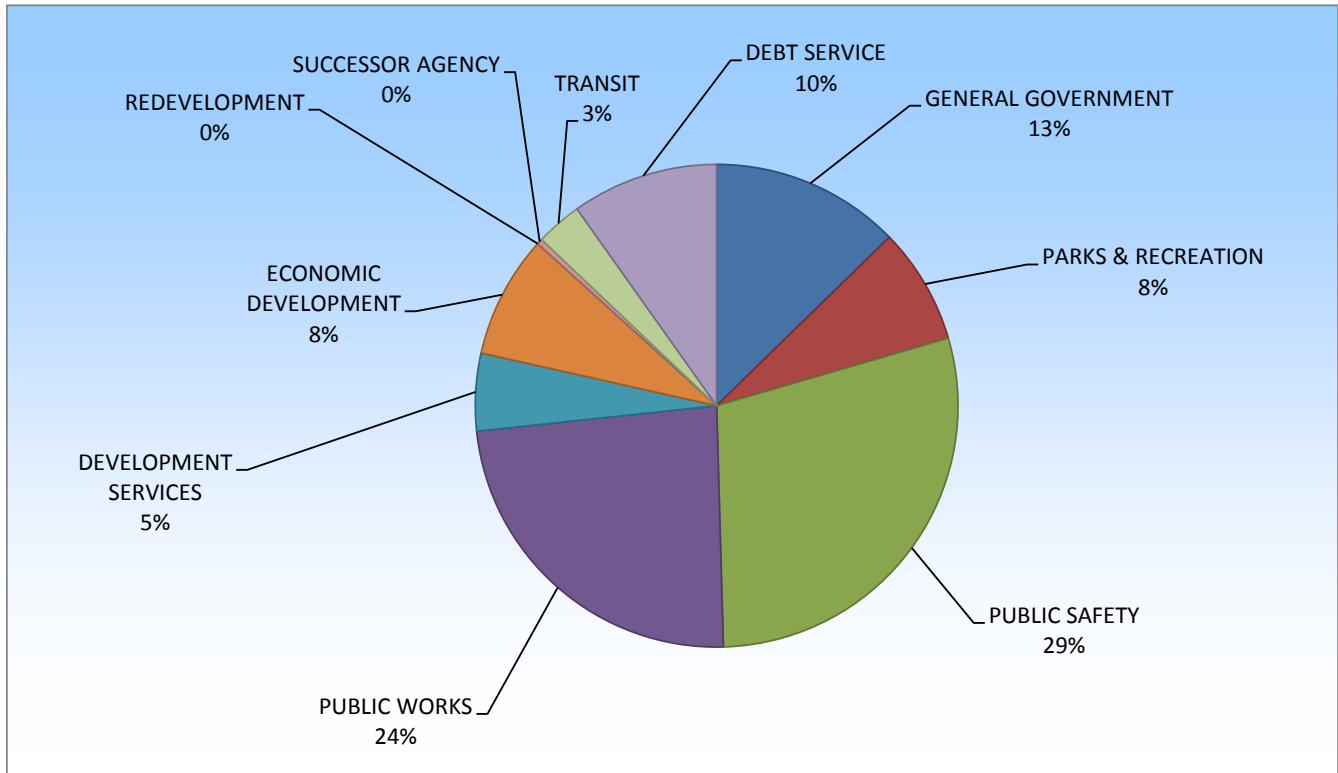
2015-16 OPERATING BUDGET \$66,595,135

	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
SALARIES AND BENEFITS	26,416,865	27,892,770	26,768,000	22,396,015	22,693,965
MATERIALS AND SERVICES	23,381,586	23,911,192	24,354,894	35,446,578	28,190,058
CAPITAL OUTLAY	1,482,608	2,354,027	1,944,727	2,210,530	1,710,530
DEBT SERVICE	3,748,548	6,269,086	6,679,668	6,542,012	6,087,315
Total *	55,029,607	60,427,075	59,747,289	66,595,135	58,681,868

* Does not include projects or other financing uses



Summary of Operating Program Expenditures By Function



2015-16 OPERATING BUDGET \$ 66,595,135

	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
GENERAL GOVERNMENT	7,408,997	7,514,963	7,558,438	8,454,749	8,344,761
PARKS & RECREATION	4,475,115	4,722,592	4,625,495	5,186,106	5,192,164
PUBLIC SAFETY	18,774,149	20,422,262	20,252,514	19,360,098	19,091,525
PUBLIC WORKS	15,993,091	15,881,673	15,618,158	15,824,211	16,253,675
DEVELOPMENT SERVICES	1,258,024	3,114,811	2,720,261	3,457,144	1,438,073
ECONOMIC DEVELOPMENT	136,281	505,422	546,489	5,464,723	432,741
REDEVELOPMENT	0	0	0	0	0
SUCCESSOR AGENCY	365,927	250,088	88	250,000	0
TRANSIT	2,868,675	1,746,178	1,746,178	2,056,092	1,841,614
DEBT SERVICE	3,748,548	6,269,086	6,679,668	6,542,012	6,087,315
Total *	55,028,807	60,427,075	59,747,289	66,595,135	58,681,868

* Does not include projects or other financing uses

Operating Expenditures Summary By Department



	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
LEGISLATIVE					
Salaries and Benefits	\$ 88,922	\$ 99,106	\$ 92,298	\$ 102,891	\$ 103,291
Materials and Services	49,261	58,892	58,892	48,281	48,281
Capital Outlay	172	-	-	-	-
Subtotal	138,355	157,998	151,190	151,172	151,572
CITY MANAGER					
Salaries and Benefits	177,464	252,038	240,801	277,437	284,168
Materials and Services	53,801	42,369	42,369	33,229	33,229
Capital Outlay	163	-	-	-	-
Subtotal	231,428	294,407	283,170	310,666	317,397
CITY CLERK					
Salaries and Benefits	573,203	502,254	489,302	581,405	470,286
Materials and Services	2,346,103	2,548,746	2,633,746	2,762,200	2,762,200
Capital Outlay	104,746	248,100	248,100	238,500	238,500
Subtotal	3,024,052	3,299,100	3,371,148	3,582,105	3,470,986
HUMAN RESOURCES					
Salaries and Benefits	403,523	388,662	368,035	398,962	408,333
Materials and Services	93,874	103,085	74,085	88,509	88,509
Capital Outlay	-	1,500	1,500	1,000	1,000
Subtotal	497,397	493,247	443,620	488,471	497,842
FINANCE					
Salaries and Benefits	992,142	970,033	934,472	976,330	1,003,934
Materials and Services	3,646,613	3,189,972	3,213,302	3,907,729	3,794,271
Capital Outlay	889,964	-	3,200	136,000	1,000
Subtotal	5,528,719	4,160,005	4,150,974	5,020,059	4,799,205
CITY ATTORNEY					
Salaries and Benefits	291,475	380,253	324,383	386,343	377,348
Materials and Services	137,215	84,317	186,817	183,930	183,930
Capital Outlay	-	-	1,500	5,000	5,000
Subtotal	428,690	464,570	512,700	575,273	566,278
POLICE					
Salaries and Benefits	8,872,638	9,487,748	9,327,981	9,300,075	9,445,502
Materials and Services	2,556,923	2,641,409	2,708,609	3,228,977	3,164,977
Capital Outlay	156,080	823,020	409,020	608,500	258,500
Subtotal	11,585,641	12,952,177	12,445,610	13,137,552	12,868,979
FIRE					
Salaries and Benefits	4,967,120	5,159,483	5,157,068	-	-
Materials and Services	2,112,291	2,252,956	2,592,190	6,208,546	6,208,546
Capital Outlay	99,739	43,927	43,927	-	-
Subtotal	7,179,150	7,456,366	7,793,185	6,208,546	6,208,546

Operating Expenditures Summary By Department

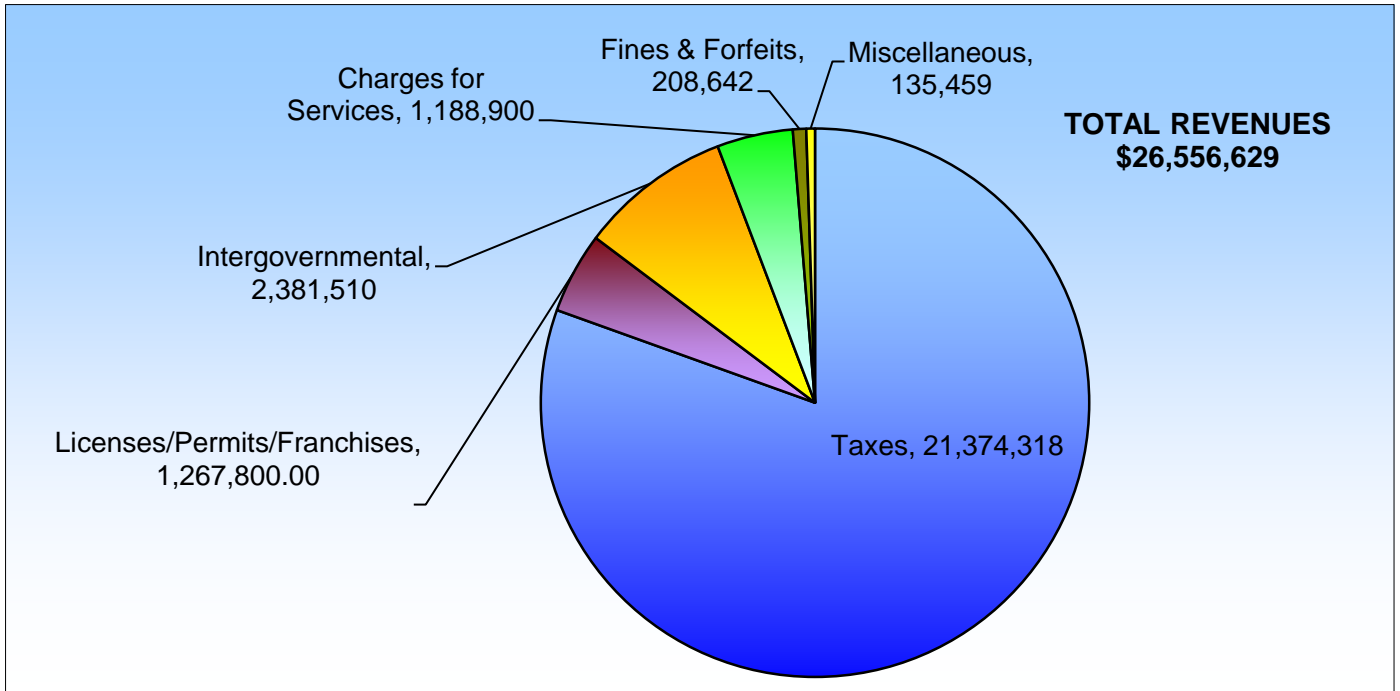


	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
PARKS & RECREATION					
Salaries and Benefits	2,477,354	2,985,860	2,846,963	3,023,201	3,058,859
Materials and Services	1,913,937	1,694,232	1,736,032	2,114,905	2,085,305
Capital Outlay	83,824	42,500	42,500	48,000	48,000
Subtotal	4,475,115	4,722,592	4,625,495	5,186,106	5,192,164
PUBLIC WORKS					
Salaries and Benefits	6,153,799	6,368,077	5,791,664	5,858,128	6,023,395
Materials and Services	9,753,617	8,651,241	8,777,841	8,954,401	9,236,583
Capital Outlay	147,920	1,194,980	1,194,980	1,173,530	1,158,530
Subtotal	16,055,336	16,214,298	15,764,485	15,986,059	16,418,508
DEVELOPMENT SERVICES					
Salaries and Benefits	947,872	855,772	797,587	1,094,148	1,121,754
Materials and Services	385,238	2,431,836	2,322,836	7,665,871	584,227
Capital Outlay	-	-	-	-	-
Subtotal	1,333,110	3,287,608	3,120,423	8,760,019	1,705,981
SUCCESSOR AGENCY					
Salaries and Benefits	44,149	46,038	-	-	-
Materials and Services	321,528	204,050	88	250,000	-
Subtotal	365,677	250,088	88	250,000	-
TOTAL OPERATING DEPARTMENTS					
Salaries and Benefits	25,989,661	27,495,324	26,370,554	21,998,920	22,296,870
Materials and Services	23,370,401	23,903,105	24,346,807	35,446,578	28,190,058
Capital Outlay	1,482,608	2,354,027	1,944,727	2,210,530	1,710,530
Subtotal	50,842,670	53,752,456	52,662,088	59,656,028	52,197,458
OTHER OPERATING EXPENDITURES:					
<u>Fire & Police Retirement Fund</u>					
Salaries and Benefits	427,204	397,446	397,446	397,095	397,095
Materials and Services	11,185	8,087	8,087	-	-
Subtotal	438,389	405,533	405,533	397,095	397,095
GRAND TOTAL *	\$ 51,281,059	\$ 54,157,989	\$ 53,067,621	\$ 60,053,123	\$ 52,594,553

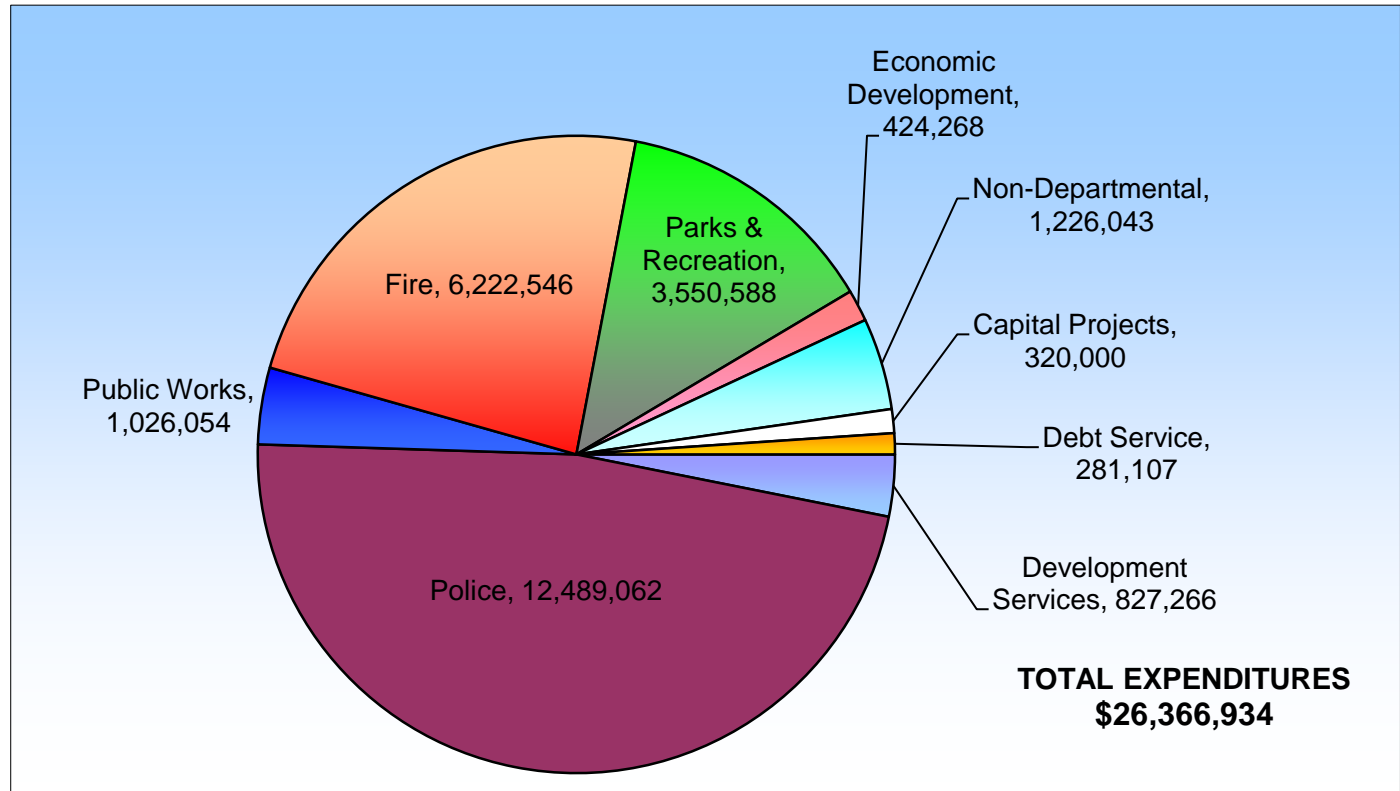
* Does not include debt service, projects or other financing uses



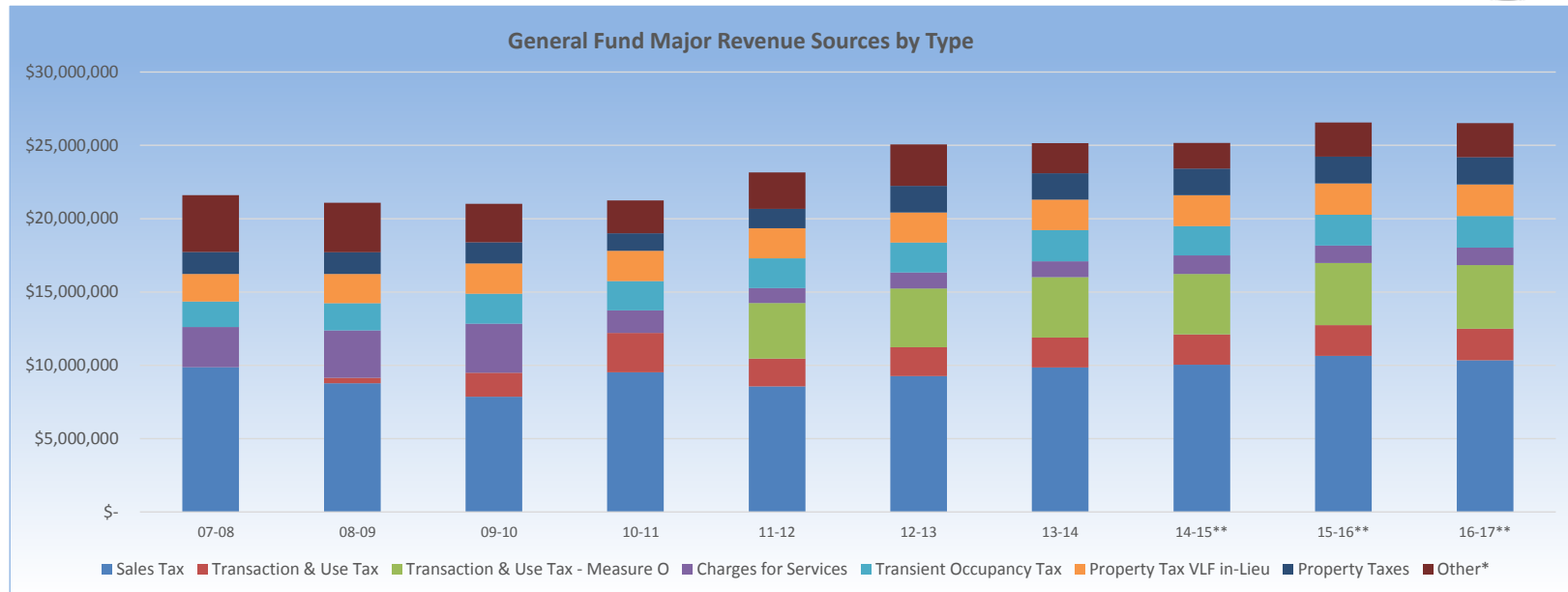
REVENUES: WHERE IT COMES FROM



EXPENDITURES: WHERE IT GOES



General Fund Trends



	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15**	15-16**	16-17**
Sales Tax	\$ 9,863,453	\$ 8,775,000	\$ 7,860,886	\$ 9,518,499	\$ 8,556,098	\$ 9,268,711	\$ 9,860,760	\$ 10,044,000	\$ 10,645,044	\$ 10,343,159
Transaction & Use Tax	-	375,000	1,628,022	2,688,403	1,900,000	1,966,634	2,037,130	2,062,000	2,096,622	2,149,038
Transaction & Use Tax - Measure O	-	-	-	-	3,800,000	4,004,028	4,120,798	4,124,000	4,241,142	4,347,170
Charges for Services	2,746,130	3,236,585	3,356,328	1,539,094	1,017,791	1,092,381	1,074,450	1,264,991	1,188,900	1,188,900
Transient Occupancy Tax	1,742,728	1,848,000	2,032,584	2,002,077	2,019,361	2,032,949	2,125,469	2,000,000	2,100,000	2,152,500
Property Tax VLF in-Lieu	1,885,279	2,003,284	2,072,725	2,060,682	2,051,626	2,060,744	2,085,640	2,100,929	2,132,800	2,154,128
Property Taxes	1,481,308	1,475,000	1,437,587	1,192,487	1,325,932	1,810,383	1,788,314	1,820,000	1,828,751	1,847,038
Other*	3,889,572	3,369,900	2,630,601	2,243,214	2,476,657	2,830,049	2,060,540	1,753,422	2,323,370	2,327,752
Total	\$ 21,608,470	\$ 21,082,769	\$ 21,018,733	\$ 21,244,456	\$ 23,147,465	\$ 25,065,879	\$ 25,153,101	\$ 25,169,342	\$ 26,556,629	\$ 26,509,685

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

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

** Estimates

Description of Revenues - 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.
- **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.
- **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 4% 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. 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. Examples of charges are recreation fees, 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.

Continued...

Description of Revenues - Other Funds



- **Charges for Services** are the primary source of revenue to the City's enterprise and internal service funds, and are collected for specific services provided the City. The most important external sources of revenue in this category are charges for water and wastewater service, transit fares, mooring fees, and building plan check and inspection fees. Internal service funds charge other funds of the City for services provided. These include charges for usage of the City's vehicles and equipment, for workers' compensation, liability and health insurance, and replacement of computer related equipment. External revenues are estimated based on numbers of users and current rates. Equipment usage charges are based on estimated replacement costs and actual maintenance costs of the prior year. Insurance charges are based on estimated costs and are allocated to various funds based on usage. Computer replacement charges are based on the age and usage of equipment within a department.
- **Gas Taxes** come from the tax applied to the sale of gasoline. A portion of the revenue from this tax is allocated by the State of California to cities and counties on a formula that is based on population, plus a fixed apportionment amount. The funds are to be used only for street purposes. Estimates are based on experience and State estimates. Other State Highway Account funds are allocated to the City through the regional County Association of Governments under SB1435 and SB45. These funds can be used in a manner similar to gas tax, and come from both state and federal monies. Through legislation, AB 2928 Traffic Congestion Relief funds were allocated to each city directly from the State.
- **Grants and Other Intergovernmental** allocations are a significant source of revenue for the City. Apart from motor vehicle in-lieu, gas taxes and other State Highway Account funds mentioned above, the City receives numerous grants. Grants are restricted to specific uses, which can be for either operating or capital purposes. They are accounted for primarily in "special revenue" funds. The City currently has grants for such wide-ranging activities as police services, transit buses, various types of housing loan programs, airport improvements, wetlands enhancement, seismic retrofitting of City buildings, a multiple assistance center for homeless people and a grant for historical records preservation.
- **Permits** are derived from fees paid by persons for activities within the City that require permits by either State or City law. Primary examples are for building, electrical, and plumbing.
- **Investment Interest** is revenue earned on the City's funds that are held until needed in several types of investments. The monies of individual funds are pooled for investment purposes. The City has funds invested in the State's Local Agency Investment Fund (LAIF), securities are managed by an outside investment advisor, and some are held by trustees for bond issues. All the City's investments are governed by an investment policy which is updated annually and must conform to State law.
- **Other Financing Sources and Uses** consist primarily of operating transfers between funds of the City, as well as other non-operating or unusual transactions, such as proceeds from capital leases or sale of property.

Full-Time Equivalent Positions by Department



SUMMARY OF CHANGES IN FTE POSITIONS FY 2014-15 RE-ORGANIZATIONS & PROPOSED FY 15-16 CHANGES

City Manager

Assistant City Manager - Operations position eliminated (1 FTE)
Project Manager (Economic Development) moved to Economic Development Division of the newly created Development Services Department (1 FTE)
Senior Administrative Assistant-Confidential position increased; shared with Finance (0.50 FTE)
Decrease in the department of 1.50 FTE

Personnel

Senior Administrative Assistant-Confidential position increased (0.20 FTE)
Increase in the department of 0.20 FTE

Finance

Senior Administrative Assistant-Confidential position increased; shared with City Manager (0.30 FTE)
Increase in the department of 0.30 FTE

Police

Police Safety Officers positions eliminated (9 FTE)
Police Lieutenant position reclassified as Police Officer (1 FTE)
Administrative Technician I/II position created (1 FTE)
Evidence Technician position created (1 FTE)
Decrease in the department of 7 FTE

Fire

Fire Department positions eliminated. All personnel re-hired by Humboldt Bay Fire JPA.
Decrease in the department of 42 FTE

Parks & Recreation

Parks & Maintenance Manager position eliminated (1 FTE)
Harbor Facilities Superintendent position eliminated (1 FTE)
Parks & Recreation Manager position created (1 FTE)
Senior Harbor/Facilities Technician position eliminated (1 FTE)
Harbor Operations Supervisor position created (1 FTE)

Facilities Maintenance Superintendent position created (1 FTE)

Recreation Coordinator position eliminated (1 FTE)
Recreation Supervisor position created (1 FTE)

Recreation Aide (RPT) position eliminated (0.82 FTE)
Administrative Assistant position created (1 FTE)

Custodian positions moved from Public Works (3 FTE)
Electrician positions moved from Public Works (2 FTE)
Senior Custodian position moved from Public Works (1 FTE)
Senior Facilities Maintenance Specialist position moved from Public works and then subsequently eliminated (1 FTE)

Senior Custodian position re-classified as Custodian (1 FTE)
Senior Maintenance Worker positions re-classified as Maintenance Worker I/II (2 FTE)

Increase in the department of 6.18 FTE

Development Services Department (formerly Community Development Department)

Community Development / Planning Division

Senior Administrative position increased to full-time (0.25 FTE)
Principal Planner position eliminated (1 FTE)

Full-Time Equivalent Positions by Department



SUMMARY OF CHANGES IN FTE POSITIONS FY 2014-15 RE-ORGANIZATIONS & PROPOSED FY 15-16 CHANGES

Economic Development Division

Economic Development Manager position revived during re-organization. Eliminated for proposed budget (1 FTE)
Senior Administrative Assistant position created (1 FTE)
Project Manager (Economic Development) moved from City Manager (1 FTE)
Associate Planner (Economic Development) position created (1 FTE)
Assistant Planner (Economic Development) position created (1 FTE)

Property Management Division was transferred from Public Works - Engineering Department (1 FTE)
Housing Division was transferred from the Building & Housing Department (1 FTE)
Increase in the department of 5.25 FTE

Public Works Department

Public Works Director position reclassified as Public Works Director / Chief Building Official (1 FTE)
Deputy Public Works Director - Field Operations position created (1 FTE)

Utility Operations Manager position eliminated (1 FTE)
Deputy Public Works Director - Utility Operations position created (1 FTE)

Public Works Operations Manager position eliminated (1 FTE)

Utility Maintenance Supervisor position eliminated (1 FTE)
Field Superintendent position created (1 FTE)

Source Control Supervisor position eliminated (1 FTE)
Source Control Inspector position inadvertently eliminated in prior year; added back (1 FTE)
Project Manager position created (1 FTE)

Code Enforcement Program Manager position eliminated (1 FTE)
Code Enforcement Inspector position created (1 FTE)

Traffic Project Manager position eliminated (1 FTE)
Transportation Special Projects Manager position created (1 FTE)

Permit Specialist position eliminated (1 FTE)
Senior Administrative Assistant position eliminated (1 FTE)
Administrative Technician position created (2 FTE)

Property Management Division was transferred to Development Services Department (1 FTE)

Custodian positions moved to Parks & Recreation (3 FTE)
Electrician positions moved to Parks & Recreation (2 FTE)
Senior Custodian position moved to Parks & Recreation (1 FTE)
Senior Facilities Maintenance Specialist moved to Parks & Recreation (1 FTE)

Building Division (formerly Building & Housing Department)

Building Department combined with Public Works Department as a separate division (6 FTE)

Decrease in the department of 2 FTE

Building & Housing Department (new division in Public Works Department)

Building Department combined with Public Works Department as a separate division (6 FTE)
Housing Division was transferred to Community Services Department (1 FTE)

Decrease in the department of 7 FTE

Full-Time Equivalent Positions by Department



	2013-14 Actual	2014-15 Budget	Revised 2014-15 Budget	Proposed 2015-16 Budget	Projected 2016-17 Budget
CITY MANAGER					
City Manager	1.00	1.00	1.00	1.00	1.00
Assistant City Manager - Operations	1.00	1.00	-	-	-
Executive Assistant / Deputy City Clerk	0.50	0.50	0.50	0.50	0.50
Senior Administrative Assistant-Confidential	-	-	-	0.50	0.50
Development Project Manager (<i>transferred to Development Services</i>)	1.00	-	-	-	-
Project Manager (Econ Dev) (<i>transferred to Development Services</i>)	1.00	1.00	-	-	-
Total	4.50	3.50	1.50	2.00	2.00
CITY CLERK					
City Clerk / Chief Information Officer	1.00	1.00	1.00	1.00	1.00
Executive Assistant / Deputy City Clerk	0.50	0.50	0.50	0.50	0.50
Information Services Analyst I/II	1.00	1.00	1.00	1.00	1.00
Information Services Manager	1.00	1.00	1.00	1.00	1.00
Senior Information Services Analyst	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	-	1.00	1.00	1.00	1.00
Central Services Assistant	1.00	-	-	-	-
Total	5.50	5.50	5.50	5.50	5.50
PERSONNEL					
Personnel Director	1.00	1.00	1.00	1.00	1.00
Senior Administrative Assistant-Confidential	0.80	0.80	0.80	1.00	1.00
Personnel Analyst I/II	1.00	1.00	1.00	1.00	1.00
Senior Personnel Analyst	1.00	1.00	1.00	1.00	1.00
Total	3.80	3.80	3.80	4.00	4.00
FINANCE					
Finance Director	1.00	1.00	1.00	1.00	1.00
Deputy Finance Director	1.00	1.00	1.00	1.00	1.00
Assistant to the Finance Director	1.00	1.00	1.00	1.00	1.00
Finance Office Supervisor	1.00	1.00	1.00	1.00	1.00
Accountant I/II	1.00	1.00	1.00	1.00	1.00
Accounting Specialist I/II	5.00	5.00	5.00	5.00	5.00
Accounting Technician I/II	2.00	2.00	2.00	2.00	2.00
Senior Administrative Assistant-Confidential	0.20	0.20	0.20	0.50	0.50
Total	12.20	12.20	12.20	12.50	12.50
CITY ATTORNEY					
City Attorney	1.00	1.00	1.00	1.00	1.00
Deputy City Attorney	-	1.00	1.00	1.00	1.00
Legal Assistant	-	1.00	1.00	1.00	1.00
Legal Secretary	1.00	-	-	-	-
Total	2.00	3.00	3.00	3.00	3.00
POLICE					
Police Chief	1.00	1.00	1.00	1.00	1.00
Administrative Technician I/II	-	-	-	1.00	1.00
Animal Control Officer	1.00	1.00	1.00	1.00	1.00
Communications Dispatcher	7.60	9.00	9.00	9.00	9.00
Communications Supervisor	1.00	1.00	1.00	1.00	1.00
Evidence Technician	-	-	-	1.00	1.00
Neighborhood Oriented Policing Officer	1.00	1.00	1.00	1.00	1.00
Police Captain	1.00	2.00	2.00	2.00	2.00
Police Lieutenant	2.00	1.00	1.00	-	-
Police Officer	42.00	42.00	42.00	43.00	43.00
Police Property Coordinator	1.00	1.00	1.00	1.00	1.00
Police Property Technician	1.00	1.00	1.00	1.00	1.00

Full-Time Equivalent Positions by Department



	2013-14 Actual	2014-15 Budget	Revised 2014-15 Budget	Proposed 2015-16 Budget	Projected 2016-17 Budget
POLICE (continued)					
Police Records Specialist I/II	5.00	5.00	5.00	5.00	5.00
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00
Police Sergeant	8.00	8.00	8.00	8.00	8.00
Police Services Officer	9.00	9.00	9.00	-	-
Project Manager	1.00	-	-	-	-
Senior Administrative Services Assistant	1.00	1.00	1.00	1.00	1.00
Senior Communications Dispatcher	3.00	3.00	2.00	2.00	2.00
Support Services Manager	-	-	1.00	1.00	1.00
Total	86.60	87.00	87.00	80.00	80.00
FIRE					
Fire Chief	-	-	-	-	-
Assistant Fire Chief/Marshal	1.00	1.00	1.00	-	-
Assistant Fire Chief/Operations	1.00	1.00	1.00	-	-
Administrative Technician I	1.00	1.00	1.00	-	-
Fire Captain	9.00	11.00	11.00	-	-
Fire Battalion Chief	5.00	3.00	3.00	-	-
Fire Engineer	12.00	12.00	12.00	-	-
Fire Services Officer	1.00	1.00	1.00	-	-
Firefighter	13.00	12.00	12.00	-	-
Total	43.00	42.00	42.00	-	-
PARKS & RECREATION					
Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	-	-	1.00	1.00	1.00
Administrative Technician	1.00	1.00	1.00	1.00	1.00
After School Programs Coordinator (RPT)	0.70	0.70	0.70	0.70	0.70
Animal Care Supervisor	1.00	1.00	1.00	1.00	1.00
Assistant Recreation Coordinator (RPT)	0.70	0.70	0.70	0.70	0.70
Deputy Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00
Facilities Maintenance Superintendent	-	-	1.00	1.00	1.00
Harbor Facilities Superintendent	1.00	1.00	-	-	-
Harbor Operations Supervisor	-	-	1.00	1.00	1.00
Harbor Operations Technician I/II	2.00	2.00	2.00	2.00	2.00
Harbor Recreation Coordinator	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I/II	3.00	3.00	3.00	5.00	5.00
Maintenance Worker I/II (RPT)	0.70	0.70	0.70	0.70	0.70
Parks & Maintenance Manager	1.00	1.00	-	-	-
Parks & Recreation Manager	-	-	1.00	1.00	1.00
Recreation Aide (RPT)	0.82	0.82	-	-	-
Recreation Coordinator	3.00	3.00	2.00	2.00	2.00
Recreation Supervisor	-	-	1.00	1.00	1.00
Senior Harbor/Facilities Technician	1.00	1.00	-	-	-
Senior Maintenance Worker	2.00	2.00	2.00	-	-
Youth Activities Coordinator (RPT)	0.64	0.64	0.64	0.64	0.64
Zoo Attendant	-	1.00	1.00	1.00	1.00
Zoo Education & Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Zoo Manager	1.00	1.00	1.00	1.00	1.00
Zookeeper	3.00	3.00	3.00	3.00	3.00
Zookeeper (RPT)	1.30	1.30	1.30	1.30	1.30
<i>Transferred from Public Works:</i>					
Custodian	-	-	3.00	4.00	4.00
Electrician	-	-	2.00	2.00	2.00
Senior Custodian	-	-	1.00	-	-
Total	28.86	29.86	36.04	36.04	36.04

Full-Time Equivalent Positions by Department



	2013-14 Actual	2014-15 Budget	Revised 2014-15 Budget	Proposed 2015-16 Budget	Projected 2016-17 Budget
PUBLIC WORKS					
Public Works Director	1.00	1.00	-	-	-
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Administrative Technician I/II	2.00	2.00	4.00	4.00	4.00
Assistant Engineer I/II	1.00	-	1.00	1.00	1.00
Associate Civil Engineer	2.00	2.00	1.00	1.00	1.00
City Engineer / Deputy PW Director	1.00	1.00	1.00	1.00	1.00
Deputy City Engineer	1.00	1.00	1.00	1.00	1.00
Deputy PW Director - Field Operations	-	-	1.00	1.00	1.00
Deputy PW Director - Utility Operations	-	-	1.00	1.00	1.00
Engineering Technician I/II	3.00	3.00	2.00	2.00	2.00
Equipment Mechanic	4.00	4.00	4.00	4.00	4.00
Equipment Services Technician	1.00	1.00	1.00	1.00	1.00
Field Superintendent	-	-	1.00	1.00	1.00
Field Superintendent	-	-	1.00	1.00	1.00
Fleet Services Manager	1.00	1.00	1.00	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00	1.00	1.00
Industrial Maintenance Technician	1.00	1.00	1.00	1.00	1.00
Infiltration & Inflow Coordinator	1.00	1.00	1.00	1.00	1.00
Inventory Control Specialist	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I/II	6.50	5.50	5.50	5.50	5.50
Project Manager	-	-	1.00	1.00	1.00
Project Manager (Property) <i>(transferred to Development Services)</i>	1.00	1.00	-	-	-
Public Works Director/Chief Building Official	-	-	1.00	1.00	1.00
Public Works Operations Manager	1.00	1.00	-	-	-
Senior Administrative Services Assistant	1.00	1.00	-	-	-
Senior Equipment Mechanic	1.00	1.00	1.00	1.00	1.00
Senior Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Senior Utility Worker	5.00	5.00	5.00	5.00	5.00
Source Control Inspector	-	-	1.00	1.00	1.00
Source Control Supervisor	1.00	1.00	-	-	-
Street Sweeper Operator	1.00	1.00	1.00	1.00	1.00
Traffic Engineering Analyst	1.00	1.00	1.00	1.00	1.00
Transportation Special Projects Manager	-	-	1.00	1.00	1.00
Treatment Plant Operator I/II	4.00	4.00	4.00	4.00	4.00
Utility Maintenance Supervisor	3.00	3.00	2.00	2.00	2.00
Utility Operations Manager	1.00	1.00	-	-	-
Utility Operations Supervisor	2.00	2.00	2.00	2.00	2.00
Utility Worker I/II	12.50	12.50	12.50	12.50	12.50
Water Quality Supervisor	1.00	1.00	1.00	1.00	1.00
Water Quality Technician	2.00	2.00	2.00	2.00	2.00
Water System Specialist	1.00	1.00	1.00	1.00	1.00
<i>Transferred from Building:</i>					
Administrative Services Assistant - Permit Specialist	-	-	-	-	-
Building Inspector I/II	-	-	2.00	2.00	2.00
Chief Building Official / Deputy Director of Community Development	-	-	-	-	-
Code Enforcement Program Manager	-	-	-	-	-
Code Enforcement Inspector	-	-	1.00	1.00	1.00
Plans Examiner / Senior Building Inspector	-	-	1.00	1.00	1.00

Full-Time Equivalent Positions by Department



	2013-14 Actual	2014-15 Budget	Revised 2014-15 Budget	Proposed 2015-16 Budget	Projected 2016-17 Budget
PUBLIC WORKS (continued)					
<i>Transferred to Parks & Recreation:</i>					
Custodian	3.00	3.00	-	-	-
Electrician	2.00	2.00	-	-	-
Senior Custodian	1.00	1.00	-	-	-
Senior Facilities Maintenance Specialist	1.00	1.00	-	-	-
Total	76.00	75.00	73.00	73.00	73.00
DEVELOPMENT SERVICES					
Development Services Director	1.00	1.00	1.00	1.00	1.00
<i>Community Development:</i>					
Associate Planner	1.00	1.00	1.00	1.00	1.00
Principal Planner	1.00	1.00	-	-	-
Senior Administrative Assistant	1.00	0.75	1.00	1.00	1.00
Senior Planner	2.00	2.00	2.00	2.00	2.00
<i>Economic Development:</i>					
Associate Planner	-	-	1.00	1.00	1.00
Assistant Planner	-	-	1.00	1.00	1.00
Senior Administrative Assistant	-	-	1.00	1.00	1.00
<i>Transferred in:</i>					
Development Project Manager (<i>transferred from City Manager</i>)	-	-	1.00	-	-
Project Manager (Econ Dev) (<i>transferred from City Manager</i>)	-	-	1.00	1.00	1.00
Project Manager (Property) (<i>transferred from Public Works</i>)	-	-	1.00	1.00	1.00
Project Manager (Housing) (<i>transferred from Building</i>)	-	-	1.00	1.00	1.00
Total	6.00	5.75	12.00	11.00	11.00
BUILDING (Combined with Public Works)					
Administrative Services Assistant - Permit Specialist	1.00	1.00	-	-	-
Building Inspector I/II	2.00	2.00	-	-	-
Chief Building Official / Deputy Director of Community Development	1.00	1.00	-	-	-
Code Enforcement Program Manager	1.00	1.00	-	-	-
Plans Examiner / Senior Building Inspector	1.00	1.00	-	-	-
Project Manager (Housing) (<i>transferred to Development Services</i>)	1.00	1.00	-	-	-
Total	7.00	7.00	-	-	-
TOTAL	275.46	274.61	276.04	227.04	227.04

Full-Time Equivalent Positions by Department



Summary of Changes:

FY 2014-15 Adopted Budget Total	274.61
Decrease in City Manager	(2.00)
Decrease in Fire (department eliminated mid-year)	(42.00)
Increase in Parks & Recreation	6.18
Decrease in Public Works	(2.00)
Increase in Development Services	6.25
Decrease in Building & Housing	(7.00)
FY 2014-15 Actual FTE Total	<u>234.04</u>
Increase in City Manager	0.50
Increase in Personnel	0.20
Increase in Finance	0.30
Decrease in Police	(7.00)
Decrease in Development Services	(1.00)
FY 2015-16 Proposed Budget Total	<u><u>227.04</u></u>

Recap of Funds - FY 2014/15



Fund Description	Beginning Working Capital	Projected Revenues	Transfers In	Operating Budgets	Debt Serv	Projects	Transfers Out	Ending Working Capital
CITY FUNDS								
General	1,174,263	21,452,330	3,717,012	25,166,151	151,565	350,000	0	675,889
Measure "O"	0	4,124,000	0	397,446	129,542	0	3,597,012	0
Economic Development	239,367	1,624,336	0	1,562,750	0	0	0	300,953
Gas Tax	432,062	3,299,929	0	800,820	0	1,941,876	0	989,295
Habitat Acq. & Rest.	0	263,310	0	0	0	259,309	0	4,001
Environmental Programs	65,535	132,000	0	77,982	0	0	0	119,553
Police Special Revenue	459,846	366,245	0	622,391	0	0	0	203,700
Parking Fund	18,334	146,130	0	107,258	0	15,000	0	42,206
Capital Improvements	4,554	0	0	0	0	0	0	4,554
Demolition Projects	(967,201)	325,000	0	0	0	296,708	0	(938,909)
Airport	62,900	21,000	0	62,965	0	0	0	20,935
Haz/Mat Response	260,807	51,908	0	312,715	0	0	0	0
CPR Fund	20,261	20,000	0	40,261	0	0	0	0
Housing	2,485,917	97,000	0	509,454	0	0	0	2,073,463
Water	12,407,906	7,225,350	0	5,371,048	1,766,527	372,447	5,315,728	6,807,506
Water Capital	0	0	5,255,728	0	0	0	0	5,255,728
Wastewater Operating	2,635,497	6,475,800	0	5,903,975	1,298,620	0	833,433	1,075,269
Wastewater Capital	9,931,369	4,553,519	773,433	0	0	9,917,193	0	5,341,128
Transit	249,207	1,742,166	0	1,746,178	0	0	0	245,195
Humboldt Bay	(483,549)	948,293	0	728,032	282,826	0	0	(546,114)
Building	(311,231)	819,000	0	928,105	0	0	0	(420,336)
Golf Course	222,250	25,000	0	8,735	0	119,592	0	118,923
Equipment Operations	1,954,842	1,493,345	0	2,008,162	0	0	0	1,440,025
Risk Management	7,780	1,984,012	0	1,987,611	0	0	0	4,181
Information Technology Oper	36,574	1,295,651	0	1,064,689	60,402	0	0	207,134
Internal Operations	1,958	3,374,067	0	3,255,272	0	113,000	0	7,753
F & P Retirement	46,751	397,446	0	405,533	0	0	0	38,664
	<u>30,955,999</u>	<u>62,256,837</u>	<u>9,746,173</u>	<u>53,067,533</u>	<u>3,689,482</u>	<u>13,385,125</u>	<u>9,746,173</u>	<u>23,070,696</u>
SUCCESSOR AGENCY / ERA FUNDS								
Successor Agency-Debt Svc	0	2,990,270	0	84	2,990,186	0	0	0
Successor Agency-Cap Proj	369,213	0	0	4	0	103,394	0	265,815
	<u>369,213</u>	<u>2,990,270</u>	<u>0</u>	<u>88</u>	<u>2,990,186</u>	<u>103,394</u>	<u>0</u>	<u>265,815</u>
TOTAL - ALL FUNDS	<u><u>31,325,212</u></u>	<u><u>65,247,107</u></u>	<u><u>9,746,173</u></u>	<u><u>53,067,621</u></u>	<u><u>6,679,668</u></u>	<u><u>13,488,519</u></u>	<u><u>9,746,173</u></u>	<u><u>23,336,511</u></u>

Recap of Funds - FY 2015/16



Fund Description	Beginning Working Capital	Projected Revenues	Transfers In	Operating Budgets	Debt Serv	Projects	Transfers Out	Ending Working Capital
CITY FUNDS								
General	675,889	22,315,487	4,241,142	25,873,407	281,107	320,000	0	758,004
Measure "O"	0	4,241,142	0	0	0	0	4,241,142	0
Economic Development	300,953	5,663,644	0	5,898,644	0	0	0	65,953
Gas Tax	989,295	686,725	0	757,598	0	724,478	0	193,944
Habitat Acq. & Rest.	4,001	0	0	0	0	0	0	4,001
Environmental Programs	119,553	45,000	0	61,148	0	0	0	103,405
Police Special Revenue	203,700	180,000	0	479,588	0	0	0	(95,888)
Parking Fund	42,206	174,130	0	164,739	0	15,000	0	36,597
Capital Improvements	4,554	0	0	0	0	0	0	4,554
Demolition Projects	(938,909)	0	0	0	0	50,000	0	(988,909)
Airport	20,935	21,000	0	124,940	0	0	0	(83,005)
Housing	2,073,463	50,000	706,102	1,381,876	0	0	0	1,447,689
Water	6,807,506	7,804,649	0	6,075,815	1,765,015	32,000	0	6,739,325
Water Capital	5,255,728	0	0	0	0	658,070	0	4,597,658
Wastewater Operating	1,075,269	6,903,305	0	5,769,717	1,298,876	32,000	0	877,981
Wastewater Capital	5,341,128	0	0	0	0	2,485,827	0	2,855,301
Transit	245,195	2,063,467	0	2,056,092	0	127,014	0	125,556
Humboldt Bay	(546,114)	699,354	174,283	829,924	174,283	100,000	0	(776,684)
Building	(420,336)	821,000	0	740,735	0	0	0	(340,071)
Golf Course	118,923	25,000	0	6,759	0	120,453	0	16,711
Equipment Operations	1,440,025	2,207,682	0	2,185,852	0	0	0	1,461,855
Risk Management	4,181	2,031,039	0	2,009,000	0	0	0	26,220
Information Technology Oper	207,134	1,447,925	0	1,291,057	0	0	0	364,002
Internal Operations	7,753	3,732,008	0	3,699,137	0	0	0	40,624
F & P Retirement	38,664	397,095	0	397,095	0	0	0	38,664
	<u>23,070,696</u>	<u>61,509,652</u>	<u>5,121,527</u>	<u>59,803,123</u>	<u>3,519,281</u>	<u>4,664,842</u>	<u>4,241,142</u>	<u>17,473,487</u>
SUCCESSOR AGENCY FUNDS								
Successor Agency-Debt Svc	0	4,153,116	0	250,000	3,022,731	0	880,385	0
Successor Agency-Cap Proj	265,815	0	0	0	0	265,815	0	0
	<u>265,815</u>	<u>4,153,116</u>	<u>0</u>	<u>250,000</u>	<u>3,022,731</u>	<u>265,815</u>	<u>880,385</u>	<u>0</u>
TOTAL - ALL FUNDS	<u><u>23,336,511</u></u>	<u><u>65,662,768</u></u>	<u><u>5,121,527</u></u>	<u><u>60,053,123</u></u>	<u><u>6,542,012</u></u>	<u><u>4,930,657</u></u>	<u><u>5,121,527</u></u>	<u><u>17,473,487</u></u>

Recap of Funds - FY 2016/17



Fund Description	Beginning Working Capital	Projected Revenues	Transfers In	Operating Budgets	Debt Serv	Projects	Transfers Out	Ending Working Capital
CITY FUNDS								
General	758,004	22,162,515	4,347,170	25,983,039	281,107	120,000	0	883,543
Measure "O"	0	4,347,170	0	0	0	0	4,347,170	0
Economic Development	65,953	0	0	0	0	0	0	65,953
Gas Tax	193,944	583,725	0	750,332	0	0	0	27,337
Habitat Acq. & Rest.	4,001	0	0	0	0	0	0	4,001
Environmental Programs	103,405	45,000	0	41,148	0	0	0	107,257
Police Special Revenue	(95,888)	180,000	0	129,588	0	0	0	(45,476)
Parking Fund	36,597	174,130	0	167,240	0	0	0	43,487
Capital Improvements	4,554	0	0	0	0	0	0	4,554
Demolition Projects	(988,909)	0	0	0	0	0	0	(988,909)
Airport	(83,005)	21,000	0	125,071	0	0	0	(187,076)
Housing	1,447,689	50,000	50,000	201,466	0	0	0	1,346,223
Water	6,739,325	7,153,219	0	6,433,645	1,765,015	12,000	0	5,681,884
Water Capital	4,597,658	0	0	0	0	2,240,000	0	2,357,658
Wastewater Operating	877,981	5,842,844	0	5,821,821	1,298,876	12,000	0	(411,872)
Wastewater Capital	2,855,301	0	0	0	0	2,855,000	0	301
Transit	125,556	1,819,326	0	1,841,614	0	54,866	0	48,402
Humboldt Bay	(776,684)	699,354	174,283	837,118	174,283	0	0	(914,448)
Building	(340,071)	821,000	0	752,131	0	0	0	(271,202)
Golf Course	16,711	25,000	0	6,890	0	0	0	34,821
Equipment Operations	1,461,855	2,207,682	0	2,200,257	0	0	0	1,469,280
Risk Management	26,220	2,031,039	0	2,009,000	0	0	0	48,259
Information Technology Oper	364,002	1,447,925	0	1,299,788	0	0	0	512,139
Internal Operations	40,624	3,732,008	0	3,597,310	0	0	0	175,322
F & P Retirement	38,664	397,095	0	397,095	0	0	0	38,664
	<u>17,473,487</u>	<u>53,740,032</u>	<u>4,571,453</u>	<u>52,594,553</u>	<u>3,519,281</u>	<u>5,293,866</u>	<u>4,347,170</u>	<u>10,030,102</u>
SUCCESSOR AGENCY FUNDS								
Successor Agency-Debt Svc	0	2,792,317	0	0	2,568,034	0	224,283	0
Successor Agency-Cap Proj	0	0	0	0	0	0	0	0
	<u>0</u>	<u>2,792,317</u>	<u>0</u>	<u>0</u>	<u>2,568,034</u>	<u>0</u>	<u>224,283</u>	<u>0</u>
TOTAL - ALL FUNDS	<u>17,473,487</u>	<u>56,532,349</u>	<u>4,571,453</u>	<u>52,594,553</u>	<u>6,087,315</u>	<u>5,293,866</u>	<u>4,571,453</u>	<u>10,030,102</u>



Section C
Program Summaries

Program Summaries



OVERVIEW

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

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

Each operating program narrative provides the following information:

- A. Program Title - The function, department responsible for program administration, program name, and account information.
- B. Program Description - Narrative description of program operations.
- C. Program Cost - Expenditure information is provided for the last completed fiscal year (2013-14) and the 2014-15 budget and estimated actual, as well as the proposed amount for the fiscal year covered by the 2015-16 annual 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 2015-16.
- E. Service Level Changes - Details any projected changes in program service levels for the budget year.
- F. 2015-16 Program Goals and Objective – Program goals & objectives are described in this section.
- G. Program Measures – Measures of output, efficiency or outcome, if applicable, for each program.

Allocated Costs



A cost allocation process is utilized to reimburse the internal service funds for the costs of general government services rendered and various non-departmental items such as insurance, information technology (IT), communication costs, equipment and building usage and building maintenance. The allocation process is based on the estimated actuals for the current fiscal year. Thus the allocations included in the current budget for the 2015-16 fiscal year are based on transactions within the 2014-15 fiscal year.

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

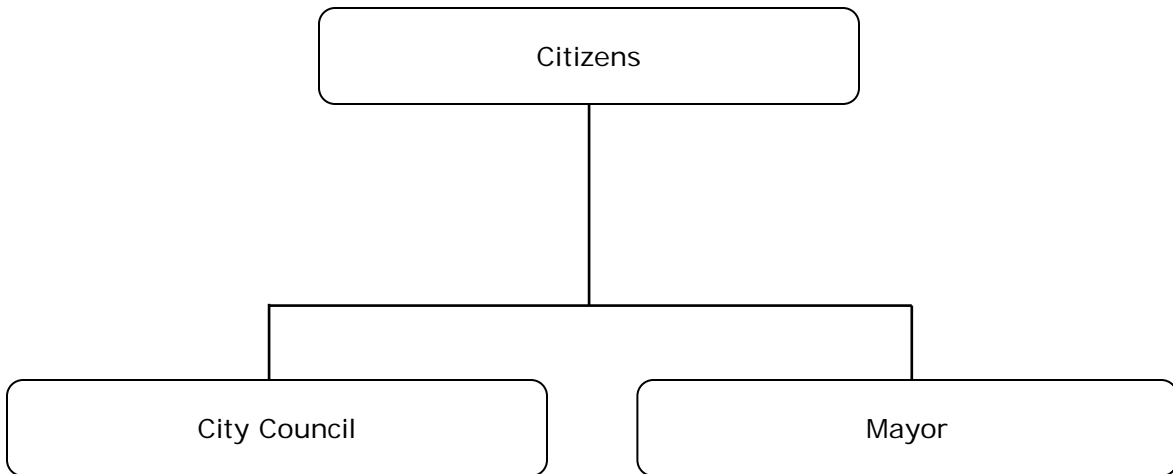
1. The Equipment Operations fund is allocated to the respective departments based on a weighted average that considers, but is not limited to, the number of vehicles/equipment, average annual usage and the maintenance/replacement costs.
2. Expenditures that benefit all departments and/or funds such as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





The City of Eureka
Organizational Chart
2015

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>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
EXPENDITURES BY PROGRAM:					
City Council	\$ 110,978	\$ 127,187	\$ 120,391	\$ 121,700	\$ 122,024
Mayor	27,377	30,811	30,799	29,472	29,548
Total	\$ 138,355	\$ 157,998	\$ 151,190	\$ 151,172	\$ 151,572

EXPENDITURES BY CATEGORY:					
Salaries and Benefits	\$ 88,922	\$ 99,106	\$ 92,298	\$ 102,891	\$ 103,291
Services and Supplies	49,261	58,892	58,892	48,281	48,281
Capital Outlay	172	-	-	-	-
Total	\$ 138,355	\$ 157,998	\$ 151,190	\$ 151,172	\$ 151,572

EXPENDITURES BY FUND:					
Internal Operations	\$ 138,355	\$ 157,998	\$ 151,190	\$ 151,172	\$ 151,572
Total	\$ 138,355	\$ 157,998	\$ 151,190	\$ 151,172	\$ 151,572

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PERSONNEL:				
None.				

General Government

DEPARTMENT: Legislative

FUND: General Fund
Internal Operations
Redevelopment Administration



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>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 67,305	\$ 76,510	\$ 69,714	\$ 80,925	\$ 81,249
Services and Supplies	43,501	50,677	50,677	40,775	40,775
Capital Outlay	172	-	-	-	-
Total Expenditures	\$ 110,978	\$ 127,187	\$ 120,391	\$ 121,700	\$ 122,024
EXPENDITURES BY FUND:					
Internal Operations	110,978	127,187	120,391	121,700	122,024
Total	\$ 110,978	\$ 127,187	\$ 120,391	\$ 121,700	\$ 122,024

General Government

DEPARTMENT: Legislative

FUND: General Fund
Internal Operations
Redevelopment Administration



PROGRAM: City Council

ACCOUNT: 41100

PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

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

PERFORMANCE MEASURES:

<u>Program/Service Outcomes: (objectives based)</u>	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Represent the City on local/regional/state-boards/commissions	Yes	Yes	Yes	Yes
Provide open public meetings	100%	100%	100%	100%
Participate in team development to establish/update goals	Yes	Yes	Yes	Yes

<u>Program/Service Outputs: (product based)</u>	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Representation on local/state boards/commissions	30	31	35	35
Regular City Council/Redevelopment Agency meetings	23	24	24	24
Special City Council/Redevelopment Agency meetings	12	13	14	12
Ordinances adopted	16	16	10	16
Resolutions adopted	66	57	66	69
Estimated Council agenda items considered	229	367	355	412

General Government

DEPARTMENT: Legislative

FUND: General Fund
Internal Operations



PROGRAM: Mayor

ACCOUNT: 41300

PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 21,617	\$ 22,596	\$ 22,584	\$ 21,966	\$ 22,042
Services and Supplies	5,760	8,215	8,215	7,506	7,506
Total Expenditures	\$ 27,377	\$ 30,811	\$ 30,799	\$ 29,472	\$ 29,548
EXPENDITURES BY FUND:					
Internal Operations	\$ 27,377	\$ 30,811	\$ 30,799	\$ 29,472	\$ 29,548
Total	\$ 27,377	\$ 30,811	\$ 30,799	\$ 29,472	\$ 29,548

General Government

DEPARTMENT: Legislative

FUND: General Fund
Internal Operations



PROGRAM: Mayor

ACCOUNT: 41300

PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

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

PERFORMANCE MEASURES:

<u>Program/Service Outcomes: (objectives based)</u>	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>
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

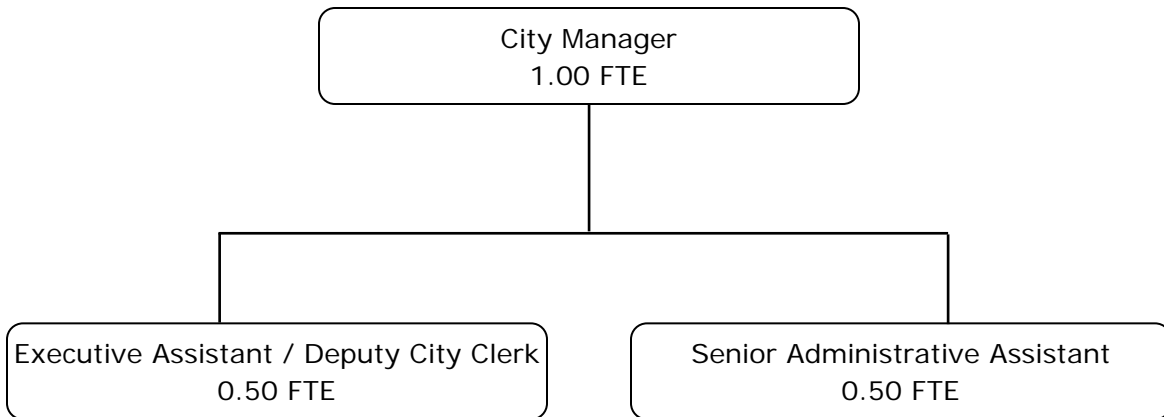
<u>Program/Service Outputs: (product based)</u>	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Representation on local/state boards/commissions	3	4	4	4
Regular City Council/Redevelopment Agency meetings	23	24	24	24
Special City Council/Redevelopment Agency meetings	12	13	14	12
Citizen advisory board/commissioners appointed	20	20	30	24





The City of Eureka
Organizational Chart
2015

City Manager





Department Summary

City Manager



DEPARTMENT DESCRIPTION:

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

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
EXPENDITURES BY PROGRAM:					
City Manager	\$ 231,428	\$ 294,407	\$ 283,170	\$ 310,666	\$ 317,397
Total	<u>\$ 231,428</u>	<u>\$ 294,407</u>	<u>\$ 283,170</u>	<u>\$ 310,666</u>	<u>\$ 317,397</u>

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 177,464	\$ 252,038	\$ 240,801	\$ 277,437	\$ 284,168
Services and Supplies	53,801	42,369	42,369	33,229	33,229
Capital Outlay	163	-	-	-	-
Total	<u>\$ 231,428</u>	<u>\$ 294,407</u>	<u>\$ 283,170</u>	<u>\$ 310,666</u>	<u>\$ 317,397</u>

EXPENDITURES BY FUND:

Internal Operations Fund	231,428	294,407	283,170	310,666	317,397
Total	<u>\$ 231,428</u>	<u>\$ 294,407</u>	<u>\$ 283,170</u>	<u>\$ 310,666</u>	<u>\$ 317,397</u>

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager / Operations	1.00	-	-	-
Executive Assistant / Deputy City Clerk	0.50	0.50	0.50	0.50
Senior Administrative Assistant-Confidential	-	-	0.50	0.50
Development Project Manager	1.00	-	-	-
Project Manager	1.00	-	-	-
Total	<u>4.50</u>	<u>1.50</u>	<u>2.00</u>	<u>2.00</u>

General Government

DEPARTMENT: City Manager
PROGRAM: City Manager

FUND: Internal Operations
ACCOUNT: 41400



SERVICE LEVEL CHANGES:

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

PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

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

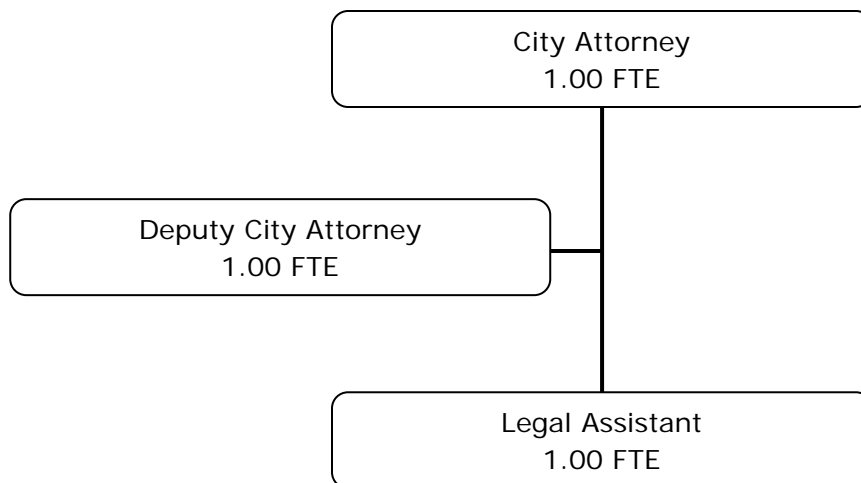
PERFORMANCE MEASURES:

Program/Service Outputs: (goods, services, units produced)	2013-14 Actual	2014-15 Estimated	2015-16 Target
Update visioning document on an annual basis	1	1	1
Management team meetings	24	50	50
Neighborhood meetings	10	10	10
Meetings with local business	10	10	10
Meetings with CAO/City Managers	12	12	12
Employee Recognition Dinner	1	1	1
Quarterly Reports	4	4	4
Monthly What's News / E-News	12	12	12



The City of Eureka
Organizational Chart
2015

City Attorney





DEPARTMENT DESCRIPTION:

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

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
EXPENDITURES BY PROGRAM:					
Legal Services	\$ 428,690	\$ 464,570	\$ 512,700	\$ 575,273	\$ 566,278
Total	\$ 428,690	\$ 464,570	\$ 512,700	\$ 575,273	\$ 566,278

EXPENDITURES BY CATEGORY:					
Salaries and Benefits	\$ 291,475	\$ 380,253	\$ 324,383	\$ 386,343	\$ 377,348
Materials and Services	137,215	84,317	186,817	183,930	183,930
Capital Outlay	-	-	1,500	5,000	5,000
Total	\$ 428,690	\$ 464,570	\$ 512,700	\$ 575,273	\$ 566,278

REVENUES BY FUND:					
Internal Operations Fund	428,690	464,570	512,700	575,273	566,278
Total	\$ 428,690	\$ 464,570	\$ 512,700	\$ 575,273	\$ 566,278

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PERSONNEL:				
Full-time Positions				
City Attorney	1.00	1.00	1.00	1.00
Deputy City Attorney	1.00	1.00	1.00	1.00
Legal Assistant	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00

SERVICE LEVEL CHANGES:

None.



PROGRAM GOALS:

The Eureka City Charter, section 608 provides:

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

PROGRAM OBJECTIVES:

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

The Office of the City Attorney performs the following functions:

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

- Engage in negotiations on behalf of the City.

PERFORMANCE MEASURES:

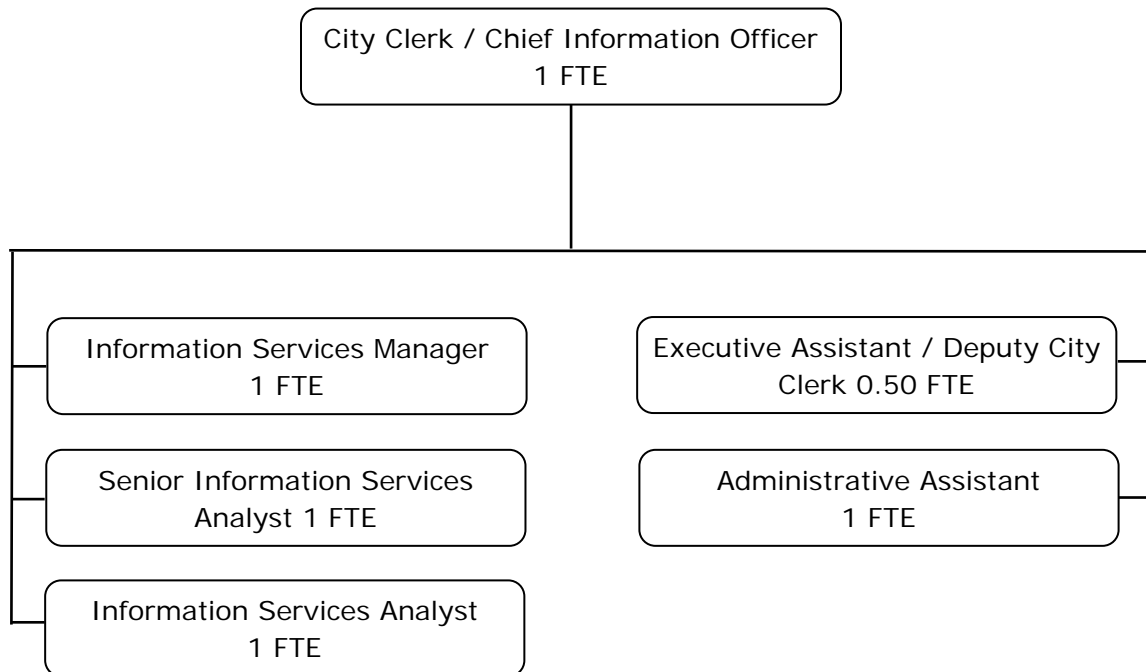
Supporting Program Objectives:	2013-14 Actual	2014-15 Target	2015-16 Estimated	2016-17 Target
<u>Program/Service Outputs: (product based)</u>				
Number of training seminars	2	6	6	6
Attend City Council and other meetings	50	50	50	50





The City of Eureka
Organizational Chart
2015

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>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Amended</u> <u>Budget</u>	<u>2014-15</u> <u>Estimated</u>	<u>2015-16</u> <u>Budget</u>	<u>2016-17</u> <u>Budget</u>
EXPENDITURES BY PROGRAM:					
City Clerk	\$ 253,520	\$ 320,546	\$ 305,129	\$ 268,048	\$ 148,198
Information Technology Operations	968,178	1,062,224	1,064,689	1,291,057	1,299,788
Emergency Operations Center	9,358	13,719	13,719	14,000	14,000
Risk Management - Liability	907,035	975,000	975,000	1,010,000	1,010,000
Risk Management - Workers Comp	741,472	780,163	865,163	854,000	854,000
Risk Management - Employee Benefits	144,489	147,448	147,448	145,000	145,000
Total	\$ 3,024,052	\$ 3,299,100	\$ 3,371,148	\$ 3,582,105	\$ 3,470,986

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 573,203	\$ 502,254	\$ 489,302	\$ 581,405	\$ 470,286
Services and Supplies	2,346,103	2,548,746	2,633,746	2,762,200	2,762,200
Capital Outlay	104,746	248,100	248,100	238,500	238,500
Total	\$ 3,024,052	\$ 3,299,100	\$ 3,371,148	\$ 3,582,105	\$ 3,470,986

EXPENDITURES BY FUND:

General Fund	\$ 9,358	\$ 13,719	\$ 13,719	\$ 14,000	\$ 14,000
Internal Operations	\$ 253,520	\$ 320,546	\$ 305,129	\$ 268,048	\$ 148,198
Information Technology Operations	968,178	1,062,224	1,064,689	1,291,057	1,299,788
Risk Management Fund	1,792,996	1,902,611	1,987,611	2,009,000	2,009,000
Total	\$ 3,024,052	\$ 3,299,100	\$ 3,371,148	\$ 3,582,105	\$ 3,470,986

	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Budget</u>	<u>2016-17</u> <u>Budget</u>
PERSONNEL:				
Full-time Positions	5.50	5.50	5.50	5.50
Total	5.50	5.50	5.50	5.50

General Government

DEPARTMENT City Clerk / CIO

FUND: General Fund
Internal Operations



PROGRAM: City Clerk

ACCOUNT: 41420

PROGRAM DESCRIPTION:

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

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 192,251	\$ 201,034	\$ 185,617	\$ 192,122	\$ 72,272
Services and Supplies	61,269	119,512	119,512	75,926	75,926
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 253,520	\$ 320,546	\$ 305,129	\$ 268,048	\$ 148,198
EXPENDITURES BY FUND					
Internal Operations	\$ 253,520	\$ 320,546	\$ 305,129	\$ 268,048	\$ 268,048
Total	\$ 253,520	\$ 320,546	\$ 305,129	\$ 268,048	\$ 268,048
FULL TIME AND REGULAR PART-TIME POSITIONS:					
	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>	
City Clerk / Chief Information Officer	1.00	1.00	1.00	1.00	1.00
Executive Assistant / Deputy City Clerk	0.50	0.50	0.50	0.50	0.50
Total	1.50	1.50	1.50	1.50	1.50

SERVICE LEVEL CHANGES:

None.

General Government

DEPARTMENT City Clerk / CIO

FUND: General Fund
Internal Operations



PROGRAM: City Clerk

ACCOUNT: 41420

PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

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

PERFORMANCE MEASURES:

Program/Service Outcomes: (objectives based)	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Target
Provide Council/Agency agendas in adherence to Brown Act	100%	100%	100%	100%
Provide media broadcasting of regular Council/Agency meetings	100%	100%	100%	100%
Provide timely access to public records	Yes	Yes	Yes	Yes
Provide for timely updates and access to the Municipal Code	Yes	Yes	Yes	Yes
Upgrade media broadcasting system	Yes	Yes	Yes	Yes
Provide election and filing officer services	Yes	Yes	Yes	Yes
Provide voter outreach services	Yes	Yes	Yes	Yes
Participate in team development with Council/Staff	Yes	Yes	Yes	Yes

General Government

DEPARTMENT City Clerk / CIO

FUND: General Fund
Internal Operations

PROGRAM: City Clerk

ACCOUNT: 41420



PERFORMANCE MEASURES - (continued):

Program/Service Outputs: (product based)	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2015-16 Target
Regular City Council Meetings	23	24	24	24
Special City Council Meetings	12	13	14	12
Ordinances adopted	16	16	14	14
Resolutions	66	6	66	65
Nomination Papers		57	0	5
Campaign Statements	3	15	35	5
FPPC and Conflict of Interest Code Statements	55	50	63	60
Petitions - Informal	1	1	0	1
Petitions - Formal		2	1	1
Claims for Damages	30	36	30	30
Citizen advisory board/commissions processed	20	20	30	25
Perform inventory of historical records-Phase 1	10%	75%	100%	N/A

Information Technology



DEPARTMENT: City Clerk / CIO

FUND: Information
Technology
Operations

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>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 380,952	\$ 301,220	\$ 303,685	\$ 389,283	\$ 398,014
Services and Supplies	482,480	512,904	512,904	663,274	663,274
Capital Outlay	104,746	248,100	248,100	238,500	238,500
Total Expenditures	<u>\$ 968,178</u>	<u>\$ 1,062,224</u>	<u>\$ 1,064,689</u>	<u>\$ 1,291,057</u>	<u>\$ 1,299,788</u>

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Information Services Manager	1.00	1.00	1.00	1.00
Information Services Analyst I/II	1.00	1.00	1.00	1.00
Sr. Information Services Analyst I/II	1.00	1.00	1.00	1.00
Central Services Assistant	1.00	1.00	1.00	1.00
Total	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

SERVICE LEVEL CHANGES:

None.

Information Technology



DEPARTMENT: City Clerk / CIO

FUND: Information Technology Operations
 ACCOUNT: 41435

COUNCIL GOALS SUPPORTED:
BECOME THE INFORMATION TECHNOLOGY CAPITOL OF THE REGION

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

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Maintain 99.5% uptime on City's network	Yes	Yes	Yes	Yes
Establish and maintain technology standards	Yes	Yes	Yes	Yes
Manage and maintain the integrity of the City's information assets	Yes	Yes	Yes	Yes
Update security measures as changes in the information technology industry necessitates	Yes	Yes	Yes	Yes
Plan and implement infrastructure upgrades to support current and future information requirements and facilitate the ever growing and changing needs and projects proposed by City staff	Yes	No	Yes	Yes

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

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Monitor replacement of computer equipment	Yes	Yes	Yes	Yes
Work with departments to understand their work processes and requirements	Yes	Yes	Yes	Yes
Adjust operating fund transfers in response to current and future needs	Yes	Yes	Yes	Yes
Maintain existing information assets through licensing, maintenance agreements, version upgrades and routine maintenance 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
Conduct copier/printer analysis	N/A	Began	Completed	N/A

Information Technology



DEPARTMENT: City Clerk / CIO

FUND: Information
Technology
Operations

PROGRAM: Information Technology Operations

ACCOUNT: 41435

Supporting Program Goal:

MAINTAIN DATABASE FOR MONITORING ALL PROBLEMS REPORTED

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Develop and offer numerous avenues for communication and problem resolution	Yes	Yes	Yes	Yes
Problem review and analysis initiated within a 60 minute period	90%	90%	75%	90%

Supporting Program Goal:

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

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Evaluate performance of existing solutions and utilize available resources to improve performance and minimize costs	Yes	Yes	Yes	Yes
Identify and recommend solutions to protect and preserve City information assets and investments	Yes	Yes	Yes	Yes

Information Technology



DEPARTMENT: City Clerk / CIO

FUND: Information
Technology
Operations
ACCOUNT: 41435

PROGRAM: Information Technology Operations

PERFORMANCE MEASURES:

Program/Service Outputs: (goods, services, units produced)	2013-14 Actual	2014-15 Target	2014-15 Estimated	2015-16 Target
Centrex lines supported	450	450	450	450
Alarm lines/non-Centrex lines/pay phones supported	75	75	75	75
Voice mailboxes supported	220	220	220	220
Cell phones supported	N/A	175	220	240
Software applications supported	260	260	260	260
PC's/Workstations supported	240	260	285	300
Network users supported	260	260	260	260
System backups done daily	365	366	366	365
E-mail addresses supported	415	415	415	415
Hardware and software support request	2,500	2,500	2,500	2,500
Hardware replaced or recycled	100	100	100	100
Copies made on site	600,000	500,000	370,000	400,000
Pieces of first class mail processed	190,000	180,000	180,000	190,000

Public Safety



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

FUND: General
ACCOUNT: 42230

MISSION:

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

VALUES:

Professionalism, Respect, Image, Discipline, and Efficiency

PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Services and Supplies	\$ 9,358	\$ 13,719	\$ 13,719	\$ 14,000	\$ 14,000
Total Expenditures	<u>\$ 9,358</u>	<u>\$ 13,719</u>	<u>\$ 13,719</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)

	<u>PERFORMANCE MEASURES:</u>			
*TO PROTECT RESIDENTS OF AND VISITORS TO	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
<u>Supporting Department Objectives</u>				
Attend Operational Area Meetings	100%	100%	100%	100%
Update and Complete the Emergency Plan	10%	100%	100%	100%
Provide Training for Current and New EOC Staff	10%	25%	25%	50%



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

FUND: General
 ACCOUNT: 42230

DEPARTMENT GOALS SUPPORTED

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

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Serve on County Homeland Security Grant Committee & Administer grant process	100%	100%	100%	100%
Serve on County Disaster Council (2 meetings)	100%	100%	100%	100%
Designate a Staff Position Responsible for EOC Preparedness and Training	10%	50%	50%	50%
Assist with Update and Implementation of Emergency Operations Plan	10%	100%	100%	100%

General Government

DEPARTMENT: City Clerk / CIO
PROGRAM: Liability Risk Management

FUND: Risk Management
ACCOUNT: 41412



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Services and Supplies	\$ 907,035	\$ 975,000	\$ 975,000	\$ 1,010,000	\$ 1,010,000
Total Expenditures	\$ 907,035	\$ 975,000	\$ 975,000	\$ 1,010,000	\$ 1,010,000

PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

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

PERFORMANCE MEASURES:

Program/Service Outcomes: (Objectives based)	<u>2013-14 Actual</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Provide consistent and accurate information and requirements to reduce liability exposure.	Yes	Yes	Yes
Develop and maintain shared database of insurance documents	NA	Yes	Yes

General Government

DEPARTMENT: City Clerk / CIO
PROGRAM: Workers Comp Risk Management

FUND: 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>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Services and Supplies	\$ 741,472	\$ 780,163	\$ 865,163	\$ 854,000	\$ 854,000
Total Expenditures	<u>\$ 741,472</u>	<u>\$ 780,163</u>	<u>\$ 865,163</u>	<u>\$ 854,000</u>	<u>\$ 854,000</u>

PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

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

PERFORMANCE MEASURES:

Program/Service Outcomes: (Objectives based)	<u>2013-14 Actual</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Develop and maintain risk management procedures manual	NA	Yes	Yes
Develop and maintain shared database of insurance documents	Yes	Yes	Yes

General Government

DEPARTMENT: City Clerk / CIO
PROGRAM: Employee Benefits

FUND: Risk Management
ACCOUNT: 41415



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Services and Supplies	\$ 144,489	\$ 147,448	\$ 147,448	\$ 145,000	\$ 145,000
Total Expenditures	\$ 144,489	\$ 147,448	\$ 147,448	\$ 145,000	\$ 145,000

PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

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

PERFORMANCE MEASURES:

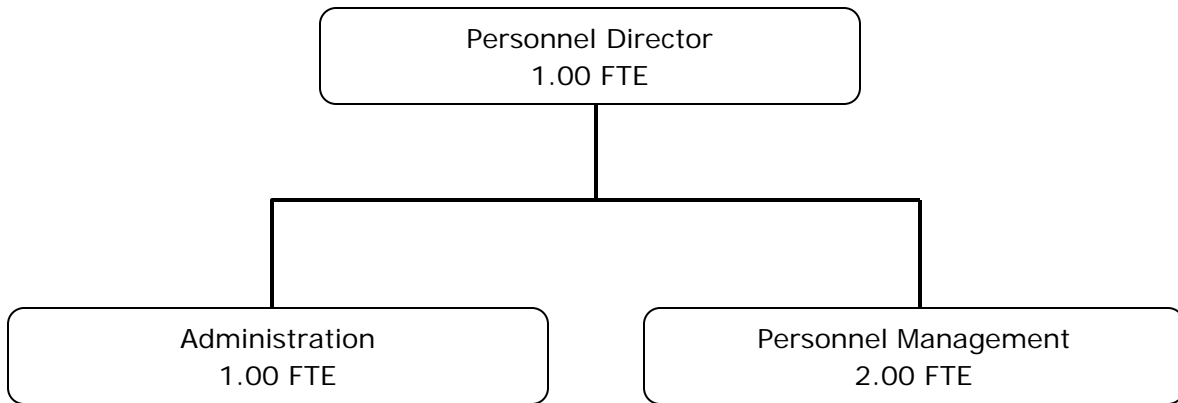
Program/Service Outcomes: (Objectives based)	<u>2013-14 Actual</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Effectively adminster benefit programs	Yes	Yes	Yes





The City of Eureka
Organizational Chart
2015

Personnel Department



Department Summary

Personnel



DEPARTMENT DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
EXPENDITURES BY PROGRAM:					
Personnel Management	\$ 497,397	\$ 493,247	\$ 443,620	\$ 488,471	\$ 497,842
Total	\$ 497,397	\$ 493,247	\$ 443,620	\$ 488,471	\$ 497,842

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 403,523	\$ 388,662	\$ 368,035	\$ 398,962	\$ 408,333
Services and Supplies	93,874	103,085	74,085	88,509	88,509
Capital Outlay	-	1,500	1,500	1,000	1,000
Total	\$ 497,397	\$ 493,247	\$ 443,620	\$ 488,471	\$ 497,842

EXPENDITURES BY FUND:

Internal Operations	\$ 497,397	\$ 493,247	\$ 443,620	\$ 488,471	\$ 497,842
Total	\$ 497,397	\$ 493,247	\$ 443,620	\$ 488,471	\$ 497,842

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PERSONNEL:				
Full-time Positions	3.80	3.80	4.00	4.00
Total	3.80	3.80	4.00	4.00

General Government

DEPARTMENT: Personnel
 PROGRAM: Human Resources Management

FUND: Internal Operations
 ACCOUNT: 41410



PROGRAM DESCRIPTION:

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

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 403,523	\$ 388,662	\$ 368,035	\$ 398,962	\$ 408,333
Services and Supplies	93,874	103,085	74,085	88,509	88,509
Capital Outlay	-	1,500	1,500	1,000	1,000
Total Expenditures	\$ 497,397	\$ 493,247	\$ 443,620	\$ 488,471	\$ 497,842

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Personnel Director	1.00	1.00	1.00	1.00
Personnel Analyst I/II	1.00	1.00	1.00	1.00
Senior Personnel Analyst	1.00	1.00	1.00	1.00
Senior Administrative Assistant-Confidential	0.80	0.80	1.00	1.00
Total	3.80	3.80	4.00	4.00

SERVICE LEVEL CHANGES:

Senior Administrative Assistant-Confidential position increased

General Government

DEPARTMENT: Personnel
PROGRAM: Human Resources Management

FUND: Internal Operations
ACCOUNT: 41410



PROGRAM GOALS:

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

Program Goals include:

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

PROGRAM OBJECTIVES:

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

General Government

DEPARTMENT: Personnel
PROGRAM: Human Resources Management

FUND: Internal Operations
ACCOUNT: 41410



PERFORMANCE MEASURES:

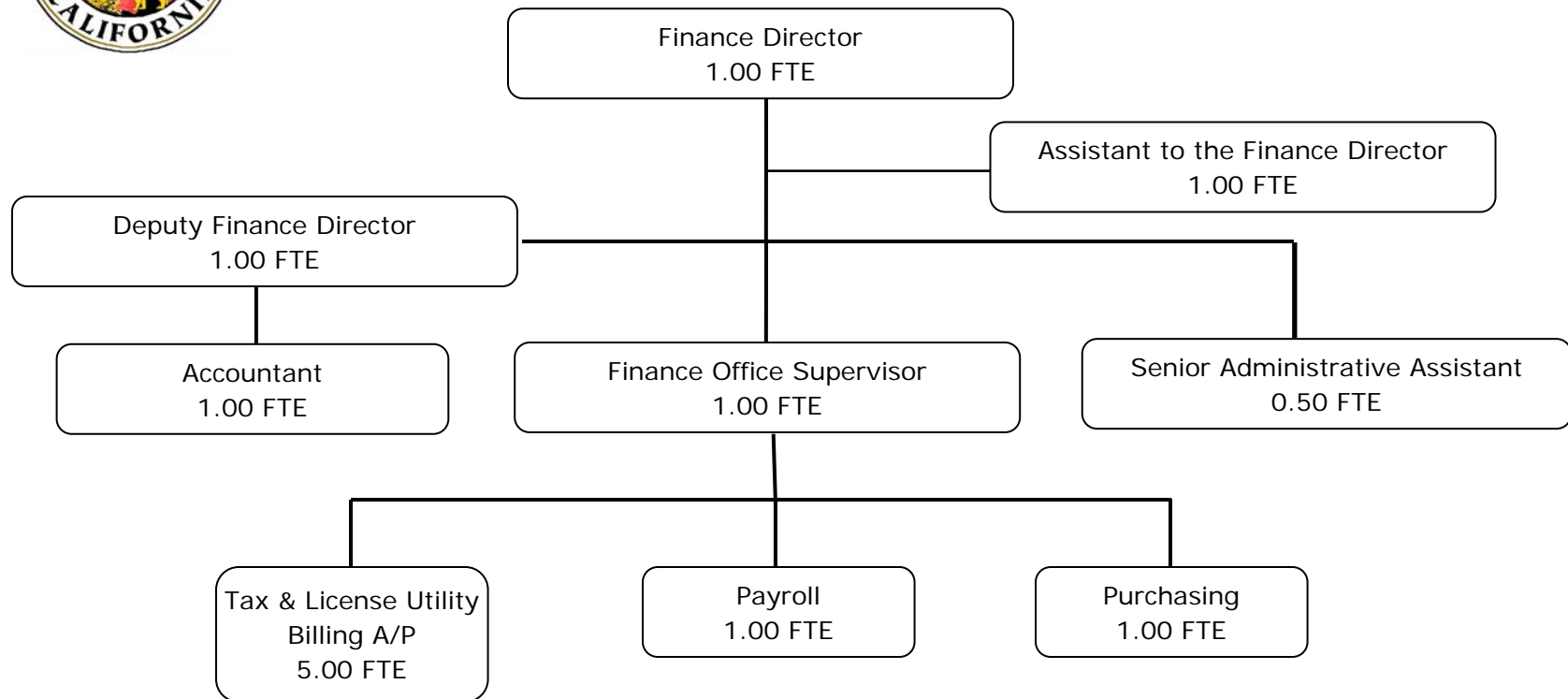
Program/Service Outcomes: (based on program objectives)	2013-14 Actual	2014-15 Estimated	2015-16 Target
Perform classification and compensation analyses	Yes	Yes	Yes
Implement the Human Resources Module in Incode	Yes	Yes	Yes
Develop Personnel/Human Resources Staff	Yes	Yes	Yes
Perform streamlined recruitment and hiring processes	Yes	Yes	Yes
Perform ongoing benefits administration	Yes	Yes	Yes
Perform ongoing personnel records administration	Yes	Yes	Yes
Assess/implement options for storage of archived records	Yes	Yes	Yes
Automate records retention administration	Yes	Yes	Yes
Advance ongoing employee relation and resolutions	Yes	Yes	Yes
Promote employee team building programs	Yes	Yes	Yes
Pursue service contracts to accomplish goals when needed	Yes	Yes	Yes





Finance Department

The City of Eureka Organizational Chart 2015







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>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
EXPENDITURES BY PROGRAM:					
Finance	\$ 1,162,151	\$ 1,212,317	\$ 1,144,506	\$ 1,260,361	\$ 1,287,965
Non-Departmental	1,497,893	1,201,510	1,260,290	1,703,606	1,669,626
Transit - General Public	2,416,918	1,294,650	1,294,650	1,586,892	1,372,414
Transit - Para transit	451,757	451,528	451,528	469,200	469,200
Successor Agency	365,677	250,088	88	250,000	-
	<u>\$ 5,894,396</u>	<u>\$ 4,410,093</u>	<u>\$ 4,151,062</u>	<u>\$ 5,270,059</u>	<u>\$ 4,799,205</u>

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 1,036,291	\$ 1,016,071	\$ 934,472	\$ 976,330	\$ 1,003,934
Services and Supplies	3,968,141	3,394,022	3,213,390	4,157,729	3,794,271
Capital Outlay	889,964	-	3,200	136,000	1,000
Total Expenditures	<u>\$ 5,894,396</u>	<u>\$ 4,410,093</u>	<u>\$ 4,151,062</u>	<u>\$ 5,270,059</u>	<u>\$ 4,799,205</u>

EXPENDITURES BY FUND

General Fund	\$ 1,086,396	\$ 1,133,430	\$ 935,830	\$ 1,226,043	\$ 1,226,043
General Fund - Donations	-	-	-	33,980	-
Water	222,638	287,960	262,853	269,152	273,208
Wastewater	230,331	282,681	262,204	270,837	274,893
Transit Fund	2,868,675	1,746,178	1,746,178	2,056,092	1,841,614
Internal Operations Fund	1,120,679	709,756	943,909	1,163,955	1,183,447
SA Debt Service Fund-Merged Area	307,964	84	84	250,000	-
SA Capital Fund-Merged Area	57,713	4	4	-	-
SA Administration	-	250,000	-	-	-
Total Resources	<u>\$ 5,894,396</u>	<u>\$ 4,410,093</u>	<u>\$ 4,151,062</u>	<u>\$ 5,270,059</u>	<u>\$ 4,799,205</u>

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PERSONNEL:				
Full-time Positions	12.20	12.20	12.50	12.50
Total	<u>12.20</u>	<u>12.20</u>	<u>12.50</u>	<u>12.50</u>

General Government

DEPARTMENT: Finance

FUND: Water
Wastewater
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

PROGRAM DESCRIPTION:

FINANCE

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

ACCOUNTING

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

OPERATIONS

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

General Government

DEPARTMENT: Finance

FUND: Water
Wastewater
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 920,984	\$ 970,033	\$ 844,472	\$ 926,330	\$ 953,934
Services and Supplies	241,167	242,284	296,834	333,031	333,031
Capital Outlay	-	-	3,200	1,000	1,000
Total Expenditures	\$ 1,162,151	\$ 1,212,317	\$ 1,144,506	\$ 1,260,361	\$ 1,287,965

EXPENDITURES BY FUND

Water	\$ 222,638	\$ 287,960	\$ 262,853	\$ 269,152	\$ 273,208
Wastewater	230,331	282,681	262,204	270,837	274,893
Internal Operations Fund	709,182	641,676	619,449	720,372	739,864
Total Resources	\$ 1,162,151	\$ 1,212,317	\$ 1,144,506	\$ 1,260,361	\$ 1,287,965

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
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FULL TIME AND REGULAR PART-TIME POSITIONS:

Finance Director	1.00	1.00	1.00	1.00
Deputy Finance Director	1.00	1.00	1.00	1.00
Assistant to the Finance Director	1.00	1.00	1.00	1.00
Finance Office Supervisor	1.00	1.00	1.00	1.00
Accountant I/II	1.00	1.00	1.00	1.00
Accounting Specialist I/II	5.00	5.00	5.00	5.00
Accounting Technician II	2.00	2.00	2.00	2.00
Senior Administrative Assistant - Confidential (RPT)	0.20	0.20	0.50	0.50
Total	12.20	12.20	12.50	12.50

SERVICE LEVEL CHANGES:

Senior Administrative Assistant-Confidential position increased; shared with City Manager

General Government

DEPARTMENT: Finance

FUND: Water
Wastewater
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

COUNCIL GOAL SUPPORTED:

CONTINUED FINANCIAL STABILITY

SUPPORTING PROGRAM GOALS:

FINANCE

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Invest 90% of available cash % of total cash actively invested	93%	95%	96%	90%
Issue third party reports on time Audit opinion issued by December 31	Mar 31	Nov 15	Mar 31	Dec 31
Single audit opinion issued by December 31	Mar 31	Nov 15	Mar 31	Dec 31
Bond disclosures filed by deadline	No	Yes	Yes	Yes
State Controllers' Report filed by deadline	Yes	Yes	Yes	Yes

General Government

DEPARTMENT: Finance

FUND: Water
Wastewater
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

ACCOUNTING

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Receive unqualified audit opinion on CAFR	Yes	Yes	Yes	Yes
Receive a single audit opinion with no material weaknesses.	Yes	Yes	Yes	Yes

OPERATIONS

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Implement banking efficiencies				
Implement on-line bill payments	Completed	Completed	Completed	Completed
Number of utility bills paid online	582	1500	1750	2000
Process semi-monthly payroll on time				
% of Time semi monthly payroll processed on time	100%	100%	100%	100%
# of Payroll checks and direct deposits processed	10,186	10,000	9,500	10,000
# of Accounts payable checks issued	6,220	5,000	5,700	5,700

General Government

DEPARTMENT: Finance

FUND: Water
Wastewater
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

OPERATIONS (Continued)	PERFORMANCE MEASURES:			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Supporting Program Objectives:				
# of Purchase Orders	1,153	1,400	1,400	1,400
Business Licenses processed	2,490	2,500	2,400	2,375
Dog licenses processed	2,469	2,400	2,900	2,900
Issue monthly statements to utility customers				
# of Utility statements issued	118,945	115,700	118,000	118,000

COUNCIL GOAL SUPPORTED:

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

SUPPORTING PROGRAM GOALS:

FINANCE

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Make annual review of fees & charges	Yes	Yes	Yes	Yes

General Government

DEPARTMENT: Finance

FUND: General Fund
Internal Operations

PROGRAM: Non-Departmental

ACCOUNT: 41500



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 71,158	\$ -	\$ 90,000	\$ 50,000	\$ 50,000
Services and Supplies	1,426,735	1,201,510	1,170,290	1,653,606	1,619,626
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 1,497,893	\$ 1,201,510	\$ 1,260,290	\$ 1,703,606	\$ 1,669,626
EXPENDITURES BY FUND					
General Fund	\$ 1,086,396	\$ 1,133,430	\$ 935,830	\$ 1,226,043	\$ 1,226,043
General Fund - Donations	-	-	-	33,980	-
Internal Operations	411,497	68,080	324,460	443,583	443,583
Total	\$ 1,497,893	\$ 1,201,510	\$ 1,260,290	\$ 1,703,606	\$ 1,669,626

<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
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FULL TIME AND REGULAR PART-TIME POSITIONS:

None.

SERVICE LEVEL CHANGES:

None.

General Government

DEPARTMENT: Finance

FUND: General Fund
Internal Operations

PROGRAM: Non-Departmental

ACCOUNT: 41500



COUNCIL GOALS SUPPORTED:

CONTINUED FINANCIAL STABILITY

SUPPORTING PROGRAM GOALS:

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2013-14 Actual	2014-15 Target	2014-15 Estimated	2015-16 Target
Audit compliance for:				
Property Tax	Yes	Yes	Yes	Yes
Sales Tax and Transaction and Use Taxes	Yes	Yes	Yes	Yes
Transient Occupancy Tax	0	5 of 40	0	5 of 40

STRENGTHEN NEIGHBORHOOD GROUPS DEDICATED TO COMMUNITY IMPROVEMENT

SUPPORTING PROGRAM GOALS:

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2013-14 Actual	2014-15 Target	2014-15 Estimated	2015-16 Target
Number of community organizations supported	13	8	8	?

Transportation

DEPARTMENT: Finance
PROGRAM: Transit - General Public

FUND: Transit
ACCOUNT: 41470



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Services and Supplies	1,526,954	1,294,650	1,294,650	1,451,892	1,372,414
Capital Outlay	889,964	-	-	135,000	-
Total Expenditures	<u>\$ 2,416,918</u>	<u>\$ 1,294,650</u>	<u>\$ 1,294,650</u>	<u>\$ 1,586,892</u>	<u>\$ 1,372,414</u>
		<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>

FULL TIME AND REGULAR PART-TIME POSITIONS:

None.

SERVICE LEVEL CHANGES:

None.

Transportation

DEPARTMENT: Finance
PROGRAM: Transit - General Public

FUND: Transit
ACCOUNT: 41470



COUNCIL GOALS SUPPORTED:

QUALITY OF LIFE

SUPPORTING PROGRAM GOAL:

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

<u>Supporting Program Objectives:</u>	PERFORMANCE MEASURES:			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Review contractor conformance to contract standards regarding vehicle operations, safety & reliability:	Annual	Quarterly	Quarterly	Quarterly
Monitor program operational statistics:	Monthly	Monthly	Monthly	Monthly
Program/Service Statistics:				
Cost per passenger	\$3.64	\$4.25	\$3.80	\$4.00
Cost per hour	60.94	80.00	62.00	70.00
Passengers per service hour	17	18	18	18
Total passengers	224,193	240,000	220,000	220,000
Cost per mile	5.44	7.50	6.50	7.00
Encourage ridership thru advertisement and promotion of transit services:	Monthly	Monthly	Monthly	Monthly
Hold City Council Public Hearing regarding transit unmet needs:	Annually	Annually	Annually	Annually
County-wide 5-year transit plans evaluated	Yes	Yes	Yes	Yes

Transportation

DEPARTMENT: Finance
PROGRAM: Transit - Paratransit

FUND: Transit
ACCOUNT: 41471



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Services and Supplies	\$ 451,757	\$ 451,528	\$ 451,528	\$ 469,200	\$ 469,200
Total Expenditures	<u>\$ 451,757</u>	<u>\$ 451,528</u>	<u>\$ 451,528</u>	<u>\$ 469,200</u>	<u>\$ 469,200</u>
		<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>

FULL TIME AND REGULAR PART-TIME POSITIONS:

None.

SERVICE LEVEL CHANGES:

None

Transportation

DEPARTMENT: Finance
PROGRAM: Transit - Paratransit

FUND: Transit
ACCOUNT: 41471



COUNCIL GOALS SUPPORTED:

QUALITY OF LIFE

SUPPORTING PROGRAM GOAL:

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

PROGRAM OBJECTIVES:

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

<u>Supporting Program Objectives:</u>	PERFORMANCE MEASURES:			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Review contractor conformance to contract standards regarding vehicle operations, safety, & reliability:	Annually	Semi-annually	Quarterly	Quarterly
Monitor program operational statistics:	Monthly	Monthly	Monthly	Monthly
Program/Service Statistics:				
Cost per mile	\$5.39	\$5.70	\$6.50	\$6.50
Cost per passenger	22.57	23.00	22.50	23.00
Cost per hour	40.42	48.00	53.00	55.00
Passengers per service hour	2	3	3	3
Total passengers	21,084	22,000	22,000	22,000
Hold City Council Public Hearing regarding transit unmet needs:	Annually	Annually	Annually	Annually
County-wide 5-year transit plans evaluated	Yes	Yes	Yes	Yes

General Government

DEPARTMENT: Finance

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



PROGRAM: Successor Agency - Admin

ACCOUNT: 46410

PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 44,149	\$ 46,038	\$ -	\$ -	\$ -
Services and Supplies	321,528	204,050	88	250,000	-
Total Expenditures	\$ 365,677	\$ 250,088	\$ 88	\$ 250,000	\$ -

REVENUES BY FUND

SA Debt Service Fund-Merged Area	\$ 307,964	\$ 84	\$ 84	\$ 250,000	\$ -
SA Capital Fund-Merged Area	57,713	4	4	-	-
SA Administration	-	250,000	-	-	-
Total Resources	\$ 365,677	\$ 250,088	\$ 88	\$ 250,000	\$ -

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
None.				

SERVICE LEVEL CHANGES:

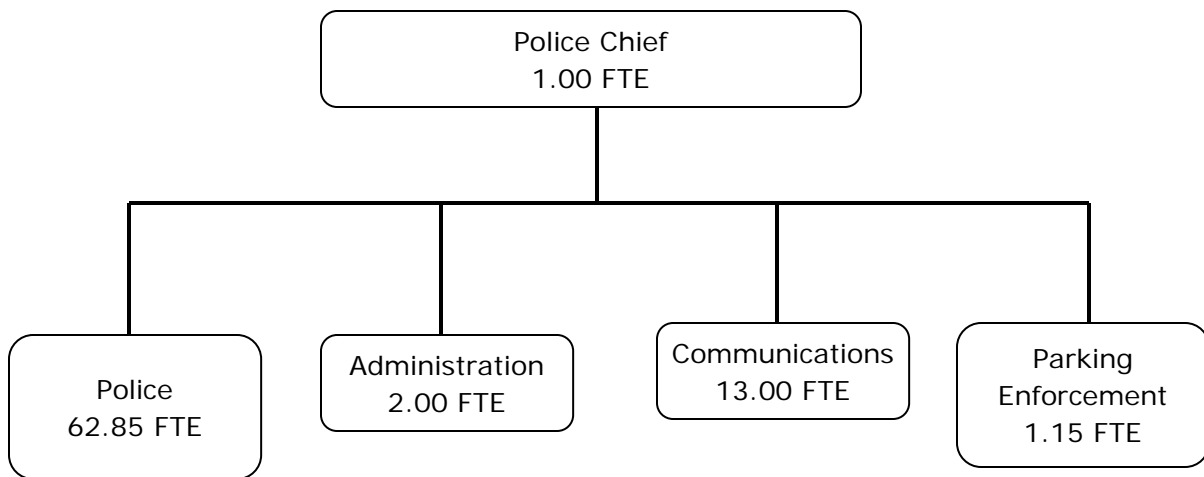
None





The City of Eureka
Organizational Chart
2015

Police Department



Department Summary

Police



	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
EXPENDITURES BY PROGRAM:					
Police - General	\$ 10,273,421	\$ 11,268,318	\$ 10,881,742	\$ 11,480,050	\$ 11,211,606
Communications	1,217,350	1,591,906	1,507,645	1,552,600	1,550,952
Parking Enforcement - Special Revenue	94,870	91,953	56,223	104,902	106,421
Total	\$ 11,585,641	\$ 12,952,177	\$ 12,445,610	\$ 13,137,552	\$ 12,868,979
EXPENDITURES BY CATEGORY:					
Salaries and Benefits	\$ 8,872,638	\$ 9,487,748	\$ 9,327,981	\$ 9,300,075	\$ 9,445,502
Services and Supplies	2,556,923	2,641,409	2,708,609	3,228,977	3,164,977
Capital Outlay	156,080	823,020	409,020	608,500	258,500
Total	\$ 11,585,641	\$ 12,952,177	\$ 12,445,610	\$ 13,137,552	\$ 12,868,979
REVENUES BY FUND:					
General Fund	\$ 10,969,866	\$ 11,777,258	\$ 11,689,832	\$ 12,489,062	\$ 12,632,970
Donations	-	-	-	64,000	-
Measure O	79,136	77,164	77,164	-	-
Drug Asset	1,280	514,000	100,000	350,000	-
Public Safety Grants	156,399	11,520	11,520	-	-
Special Police Grants	9,409	-	-	-	-
Supplemental Law Enforcement - SLES	33	234,000	234,000	97,500	97,500
Traffic Offender	110,923	124,725	124,725	-	-
Vehicle Abatement	163,725	121,557	152,146	32,088	32,088
Parking Fund	94,870	91,953	56,223	104,902	106,421
Total	\$ 11,585,641	\$ 12,952,177	\$ 12,445,610	\$ 13,137,552	\$ 12,868,979
PERSONNEL:					
		<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
Full-time Positions		86.60	87.00	80.00	80.00
Total		86.60	87.00	80.00	80.00

Public Safety

DEPARTMENT: Police
PROGRAM: Police

FUND:
ACCOUNT:

General
 42100



DEPARTMENT DESCRIPTION:

The Eureka Police Department is responsible for safeguarding lives and property, the preservation of constitutional rights, and the maintenance of quality of life to promote safe and secure neighborhoods for our citizens. The three divisions that carry out these core functions are Field Services, Field Support, and Community Response. The Department is a full-service police organization that responds to a wide-range of calls for service, and provides a number of community support and outreach programs to promote police/community partnerships. These programs include Crime Prevention, School Resource Officer (SRO), Eureka Volunteer Patrol (EVP), and our Community Response Division.

The primary function of the Field Services Division is to respond to emergency and non-emergency calls for service, reporting and documentation of crimes and unusual incidents, arrest of suspects, resolution of disputes, and the patrol of our residential and business communities.

A major responsibility of the Department is traffic safety, enforcement, and collision investigation. The Traffic Section investigates traffic collisions, enforces the provisions of the California Vehicle Code, and conducts DUI and seatbelt checkpoints. In addition to administering grants from the Office of Traffic Safety (OTS), the Traffic Section addresses city-wide traffic issues through enforcement, education and engineering.

The Department is also responsible for the follow-up investigation of crimes such as homicide, robbery, rape and other sexual offenses, aggravated assault, narcotics, child abuse, domestic violence, gang crimes, vehicle theft as well as grand and petty larceny.

The Department's support sections such as Communications, Records, and Property are also key components to its overall function.

	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Amended</u> <u>Budget</u>	<u>2014-15</u> <u>Estimated</u>	<u>2015-16</u> <u>Budget</u>	<u>2016-17</u> <u>Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 7,924,640	\$ 8,197,559	\$ 8,167,383	\$ 8,035,705	\$ 8,181,261
Services and Supplies	2,192,701	2,247,739	2,305,339	2,835,845	2,771,845
Capital Outlay	156,080	823,020	409,020	608,500	258,500
Total Expenditures	<u>\$10,273,421</u>	<u>\$ 11,268,318</u>	<u>\$10,881,742</u>	<u>\$ 11,480,050</u>	<u>\$ 11,211,606</u>

Public Safety

DEPARTMENT: Police
PROGRAM: Police

FUND: General
ACCOUNT: 42100



	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Budget</u>	<u>2016-17</u> <u>Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Police Chief	1.00	1.00	1.00	1.00
Police Captain	1.00	2.00	2.00	2.00
Police Lieutenant	2.00	1.00	-	-
Police Sergeant	8.00	8.00	8.00	8.00
Police Officer	42.00	42.00	43.00	43.00
Neighborhood Oriented Policing Officer	1.00	1.00	1.00	1.00
Senior Administrative Services Assistant	1.00	1.00	1.00	1.00
Animal Control Officer	1.00	1.00	1.00	1.00
Administrative Technician I/II	-	-	1.00	1.00
Evidence Technician	-	-	1.00	1.00
Police Property Coordinator	1.00	1.00	1.00	1.00
Police Property Technician	1.00	1.00	1.00	1.00
Police Records Supervisor	0.85	0.85	0.85	0.85
Police Records Specialist I/II	4.00	4.00	4.00	4.00
Police Services Officer	9.00	9.00	-	-
Project Manager	1.00	-	-	-
Total	<u>73.85</u>	<u>72.85</u>	<u>65.85</u>	<u>65.85</u>

SERVICE LEVEL CHANGES:

- Police Safety Officers positions eliminated
- Police Lieutenant position reclassified as Police Officer
- Administrative Technician I/II position created
- Evidence Technician position created

Public Safety

DEPARTMENT: Police
PROGRAM: Police

FUND: General
ACCOUNT: 42100



COUNCIL GOALS SUPPORTED:

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

<u>Supporting Departmental Objectives-Goal</u>	<u>PERFORMANCE MEASURES</u>			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 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>	<u>PERFORMANCE MEASURES</u>			
	<u>2013-14 Actual</u>	<u>2013-14 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 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%

SLOW TRAFFIC IN OUR NEIGHBORHOODS AND ON SIDE STREETS.

<u>Supporting Departmental Objectives-Goal</u>	<u>PERFORMANCE MEASURES</u>			
	<u>2013-14 Actual</u>	<u>2013-14 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Maintain a minimum of two officers dedicated to traffic enforcement.	2	3	2	4

STRENGTHEN NEIGHBORHOOD GROUPS DEDICATED TO COMMUNITY IMPROVEMENT.

<u>Supporting Departmental Objectives-Goal</u>	<u>PERFORMANCE MEASURES</u>			
	<u>Actual</u>	<u>FUND: Target</u>	<u>42100 Estimated</u>	<u>Target</u>
Coordinate the development of Neighborhood Watch Groups.	12	12	5	12

Public Safety

DEPARTMENT: Police
PROGRAM: Communications

FUND: General
ACCOUNT: 42125



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 861,593	\$ 1,206,824	\$ 1,112,963	\$ 1,177,327	\$ 1,175,679
Services and Supplies	355,757	385,082	394,682	375,273	375,273
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ 1,217,350	\$ 1,591,906	\$ 1,507,645	\$ 1,552,600	\$ 1,550,952

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Support Services Manager		-	1.00	1.00
Communications Supervisor		1.00	1.00	1.00
Senior Communications Dispatcher		3.00	2.00	2.00
Communications Dispatcher		7.60	9.00	9.00
Total		11.60	13.00	13.00

SERVICE LEVEL CHANGES:

None.

Public Safety

DEPARTMENT: Police
 PROGRAM: Communications

FUND: General
 ACCOUNT: 42125



COUNCIL GOALS SUPPORTED:

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

<u>Supporting Departmental Objectives-Goal</u>	2013-14	<u>PERFORMANCE MEASURES</u>		2015-16
	<u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	<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>	2013-14	<u>PERFORMANCE MEASURES</u>		2015-16
	<u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	<u>Target</u>
Answer 9-1-1 calls with 3 rings.	100%	100%	100%	100%
Initiate dispatch of life/death emergencies from time of call receipt to one minute.	100%	100%	100%	100%

Public Safety

DEPARTMENT: Police
PROGRAM: Parking Enforcement

FUND: Parking
ACCOUNT: 42126



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 86,405	\$ 83,365	\$ 47,635	\$ 87,043	\$ 88,562
Services and Supplies	8,465	8,588	8,588	17,859	17,859
Total Expenditures	\$ 94,870	\$ 91,953	\$ 56,223	\$ 104,902	\$ 106,421

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Police Records Supervisor		0.15	0.15	0.15
Police Record Specialist I/II		1.00	1.00	1.00
Total		1.15	1.15	1.15

SERVICE LEVEL CHANGES:

None

COUNCIL GOALS SUPPORTED:

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

	<u>PERFORMANCE MEASURES</u>			
<u>Supporting Departmental Objectives-Goal</u>	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Monitor curbside parking during peak traffic hours.	97%	95%	100%	100%
Enforce unsafe blockage of driveways and alleyways.	79%	80%	80%	80%



The City of Eureka
Organizational Chart
2015

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>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
EXPENDITURES BY PROGRAM:					
Fire Services	\$ 7,179,150	\$ 7,456,366	\$ 7,793,185	\$ 6,208,546	\$ 6,208,546

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 4,967,120	\$ 5,159,483	\$ 5,157,068	\$ -	\$ -
Services and Supplies	2,112,291	2,252,956	2,592,190	6,208,546	6,208,546
Capital Outlay	99,739	43,927	43,927	-	-
Total	\$ 7,179,150	\$ 7,456,366	\$ 7,793,185	\$ 6,208,546	\$ 6,208,546

EXPENDITURES BY FUND:

General Fund	\$ 6,776,525	\$ 7,066,627	\$ 7,119,927	\$ 6,208,546	\$ 6,208,546
General Fund - Donations	-	-	-	-	-
General Fund - Measure O	362,377	320,282	320,282	-	-
Haz/Mat Response Fund	36,758	57,945	312,715	-	-
CPR Training Center	3,490	11,512	40,261	-	-
Total	\$ 7,179,150	\$ 7,456,366	\$ 7,793,185	\$ 6,208,546	\$ 6,208,546

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
PERSONNEL:				
Full-time Positions	43.00	43.00	43.00	-
Total	43.00	43.00	43.00	-

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

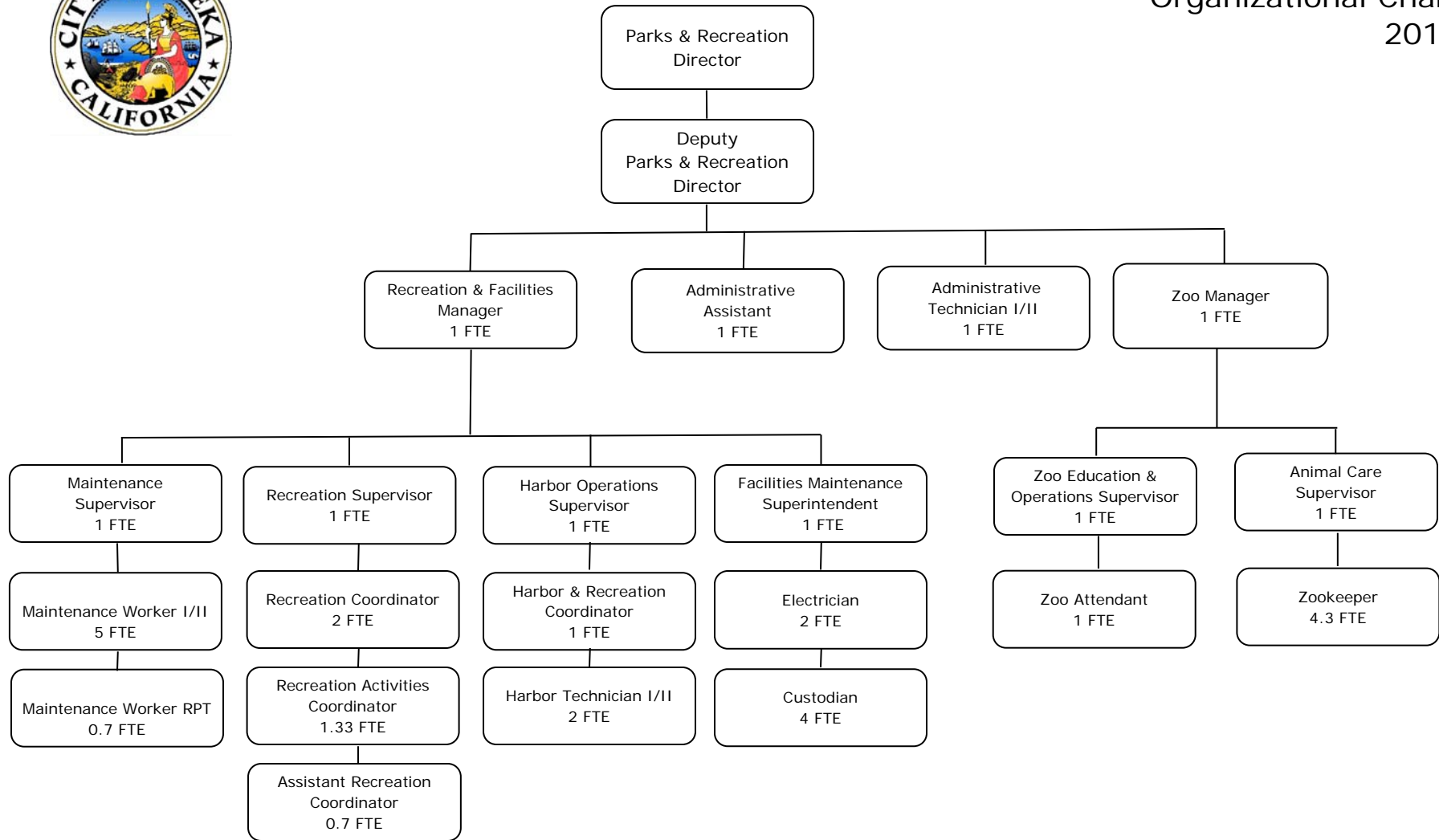
Of the \$1,247,820 reduction between the FY2014-15 and FY2015-16 budgets, \$504,798 is related to cost allocation items, which are now spread amongst the other departments. The department has proposed \$708,000 in reductions, so the estimated operational savings from the original proposed budget was \$35,022.





Parks & Recreation

The City of Eureka
Organizational Chart
2015





Department Summary

Parks & Recreation



DEPARTMENT DESCRIPTION:

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

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

EXPENDITURES BY PROGRAM:	2013-14 Actual	Amended 2014-15 Budget	2014-15 Estimated	2015-16 Budget	2015-16 Budget
Parks & Recreation - Administration	\$ -	\$ -	\$ -	\$ -	\$ -
Zoo	841,456	921,488	940,076	1,060,614	1,072,723
Park Operations	934,582	1,124,123	1,022,198	788,426	787,520
Adorni	241,802	268,709	257,988	303,061	304,442
Recreation - Administration	199,112	195,194	249,840	542,386	549,809
Recreation - Youth	530,774	602,477	597,236	704,872	710,960
Recreation - Adult	156,904	145,087	151,518	160,829	162,705
Environmental Programs	60,150	73,882	77,982	61,148	41,148
Harbor	865,751	574,381	596,456	616,918	622,426
Wharfinger	106,164	116,476	116,647	206,300	207,855
Facilities Operations	538,420	700,775	615,554	741,552	732,576
Total	\$ 4,475,115	\$ 4,722,592	\$ 4,625,495	\$ 5,186,106	\$ 5,192,164

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 2,477,354	\$ 2,985,860	\$ 2,846,963	\$ 3,023,201	\$ 3,058,859
Services and Supplies	1,913,937	1,694,232	1,736,032	2,114,905	2,085,305
Capital Outlay	83,824	42,500	42,500	48,000	48,000
Total	\$ 4,475,115	\$ 4,722,592	\$ 4,625,495	\$ 5,186,106	\$ 5,192,164

EXPENDITURES BY FUND:	2013-14 Actual	Amended 2014-15 Budget	2014-15 Estimated	2015-16 Budget	2015-16 Budget
General Fund	\$ 2,887,300	\$ 3,257,078	\$ 3,218,856	\$ 3,550,588	\$ 3,588,159
General Fund - Donations	17,336	-	-	9,600	-
General Fund - Measure O	-	-	-	-	-
Environmental Programs	60,150	73,882	77,982	61,148	41,148
Harbor Fund	971,915	690,857	713,103	823,218	830,281
Harbor Fund	538,414	700,775	615,554	741,552	732,576
Total	\$ 4,475,115	\$ 4,722,592	\$ 4,625,495	\$ 5,186,106	\$ 5,192,164

PERSONNEL:	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Budget
Full-time Positions		23.50	32.70	32.70
Regular Part-time Positions		4.86	3.34	3.34
Total		28.36	36.04	36.04

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Recreation Administration

FUND: General
ACCOUNT: 45131



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>Amended 2014-15 Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Services and Supplies	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
REVENUES BY FUND					
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Parks & Recreation Director	1.00	1.00	1.00	1.00
Deputy Parks & Recreation Director	0.50	0.50	0.50	0.50
Administrative Assistant	-	1.00	1.00	1.00
Administrative Technician	0.50	0.50	0.50	0.50
Total	2.00	3.00	3.00	3.00

SERVICE LEVEL CHANGES:

Administrative Assistant position created

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Recreation Administration

FUND: General
 ACCOUNT: 45131



COUNCIL GOALS SUPPORTED

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

PROGRAM GOALS

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

PERFORMANCE MEASURES:

<u>Supporting Program Objectives</u>	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Produce Recreation Division Activity Brochure on a bi-annual basis.	Yes	Yes	Yes	Yes
Maintain monthly meeting schedule with local school districts	Yes	Yes	Yes	Yes
Maintain monthly meeting schedule with Parks & Recreation Commission	Yes	Yes	Yes	Yes
Program/Service Outputs: (goods, services, units produced)				
# of Continuing Programs Available to General Public	15	15	15	16
# of New Programs Available to General Public	0	0	0	0

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Sequoia Park Zoo

FUND: General
 ACCOUNT: 45140



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>Amended 2014-15 Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 548,063	\$ 596,196	\$ 608,384	\$ 621,332	\$ 633,441
Services and Supplies	290,598	319,292	325,692	439,282	439,282
Capital Outlay	2,795	6,000	6,000	-	-
Total Expenditures	<u>\$ 841,456</u>	<u>\$ 921,488</u>	<u>\$ 940,076</u>	<u>\$ 1,060,614</u>	<u>\$ 1,072,723</u>
EXPENDITURES BY FUND:					
General Fund	\$ 841,456	\$ 921,488	\$ 940,076	\$ 1,060,614	\$ 1,072,723
Total	<u>\$ 841,456</u>	<u>\$ 921,488</u>	<u>\$ 940,076</u>	<u>\$ 1,060,614</u>	<u>\$ 1,072,723</u>

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
FULL TIME EQUIVALENT POSITIONS:				
Animal Care Supervisor	1.00	1.00	1.00	1.00
Zoo Attendant	-	1.00	1.00	1.00
Zoo Education / Operations Supervisor	1.00	1.00	1.00	1.00
Zoo Manager	1.00	1.00	1.00	1.00
Zookeeper	3.00	3.00	3.00	3.00
Zookeeper (RPT)	1.30	1.30	1.30	1.30
Total Positions	<u>7.30</u>	<u>8.30</u>	<u>8.30</u>	<u>8.30</u>

SERVICE LEVEL CHANGES:

None

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Sequoia Park Zoo

FUND: General
ACCOUNT: 45140



COUNCIL GOALS SUPPORTED:

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

Supporting Departmental Goal:

Operate a quality, AZA-accredited zoological facility.

PERFORMANCE MEASURES:

	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
<u>Supporting Program Objectives</u>				
Maintain or increase diversity of species / #	58/160	57/152	63/194	62/190
Maintain or increase # of SSP managed species	6	6	7	8
Improve quality or eliminate older exhibits (#)	2	5	5	4
Maintain AZA accreditation	Yes		Yes	Yes
Implement Facility Master Plan			Watershed Heroes Construction	Watershed Heroes Opens

Supporting Departmental Goal:

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

PERFORMANCE MEASURES:

	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Budget</u>
<u>Supporting Program Objectives</u>				
Provide special zoo events (#)	6	6	6	6
Provide full service café & gift shop (hrs operating)	85%	90%	90%	90%
Provide quarterly newsletter	4	3	3	3
Provide marketing, web & social media	\$ 52,604	\$ 52,604	\$ 50,000	\$ 50,000

Supporting Departmental Goal:

Provide educational & personal development opportunities for the community.

PERFORMANCE MEASURES:

	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Budget</u>
<u>Supporting Program Objectives</u>				
Offer youth programs/camps (#classes / #served)	13/185		13/190	25/500
Offer Guided Zoo Tours (# tours / # served)	7/140		10/200	20/400
Offer Youth Volunteer Program (#participants)	20		20	25
Offer Adult Volunteer Program (#participants)	5/11		121	140
Offer adult classes/lectures (#participants)	250		300	350
School field trips (# students)	3/8		2000	2200

Enhance Revenue Sources for Budget Sustainability

PERFORMANCE MEASURES:

	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Budget</u>
<u>Supporting Program Objectives</u>				
Increase Annual Attendance	70,385	75,000	76,827	85,000
Increase Revenue Through Admissions	\$ 152,667	\$ 151,000	\$ 176,000	\$ 230,000
Generate Facility Rental Revenue	\$ 1,290	\$ -	\$ 300	\$ 300
Generate Class, Tours, and Program Revenue	\$ 14,000	\$ 16,000	\$ 16,000	\$ 23,350
Grant \$ submitted / Awarded	\$ 2,400		\$ 2,400	\$ 2,400

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Sequoia Park Zoo

FUND: General
ACCOUNT: 45140



Supporting Departmental Goal:

Create a premier visitor destination for Eureka.

Supporting Departmental Goal:	2013-14	2014-15	2014-15	2015-16
	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Budget</u>
Enhance Tourism (# visitors from outside Humboldt County)	-	-	~25,000	~26,000
Increase Visitor Stay Time (# hours)	~1.5 hrs	-	~1.5 hrs	~1.75 hrs

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Park Operations

FUND: General
ACCOUNT: 45150



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>Amended 2014-15 Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 521,296	\$ 743,330	\$ 625,405	\$ 431,087	\$ 439,781
Services and Supplies	387,674	370,793	386,793	347,339	337,739
Capital Outlay	25,612	10,000	10,000	10,000	10,000
Total Expenditures	\$ 934,582	\$ 1,124,123	\$ 1,022,198	\$ 788,426	\$ 787,520

EXPENDITURES BY FUND:					
General Fund	\$ 917,246	\$ 1,124,123	\$ 1,022,198	\$ 778,826	\$ 787,520
General Fund - Donations	17,336	-	-	9,600	-
Total	\$ 934,582	\$ 1,124,123	\$ 1,022,198	\$ 788,426	\$ 787,520

	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Deputy Parks & Recreation Director	0.50	0.50	0.50	0.50
Maintenance Supervisor	1.00	1.00	1.00	1.00
Maintenance Worker I/II	3.00	3.00	5.00	5.00
Maintenance Worker I/II (RPT)	0.70	0.70	0.70	0.70
Parks & Maintenance Manager	1.00	-	-	-
Parks & Recreation Manager	-	1.00	1.00	1.00
Senior Maintenance Worker	2.00	2.00	-	-
Total	8.20	8.20	8.20	8.20

SERVICE LEVEL CHANGES:

- Parks & Maintenance Manager position eliminated
- Parks & Recreation Manager position created
- Senior Maintenance Worker positions re-classified as Maintenance Worker I/II

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Park Operations

FUND: General
ACCOUNT: 45150



COUNCIL GOALS SUPPORTED:

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

GENERAL PLAN GOALS SUPPORTED

General Parks and Recreation:

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

Conservation of Open Space:

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

PROGRAM GOALS

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

PROGRAM OBJECTIVES:

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

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Park Operations

FUND: General
 ACCOUNT: 45150



PERFORMANCE MEASURES:

Program/Service Outcomes: (based on program objectives)	2013-14 Actual	2014-15 Target	2014-15 Estimated	2015-16 Target
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 to be in compliance with the Consumer Product Safety Commission guidelines.	Yes	Yes	Yes	Yes
Continue Integrated Pest Management program through the expanded use of mulch materials for weed control in planters	Yes	Yes	Yes	Yes
Provide program for systematic maintenance and pruning of street trees	Yes	Yes	Yes	Yes
Implement schedule to provide a re-training class in aerial lift operation, pesticide safety and pruning techniques on a yearly basis.	Yes	Yes	Yes	Yes
Provide programs to host a wide variety of community events	Yes	Yes	Yes	Yes

PERFORMANCE MEASURES:

Program/Service Outputs: (goods, services, units produced)	2013-14 Actual	2014-15 Target	2014-15 Estimated	2015-16 Budget
# of Park sites maintained	13	13	13	13
# of Landscape sites maintained	42	42	42	42
# of Street trees maintained	1350	1390	1390	1400
# of Area acres maintained	138	138	138	138
# of Turf acres maintained	35	35	35	35
# of Playgrounds maintained	9	9	9	9
# of Restrooms maintained	8	8	8	8
# of Parking lots maintained	24	24	24	24

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Adorni Center

FUND: General
ACCOUNT: 45135



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>Amended 2014-15 Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 137,871	\$ 178,113	\$ 167,392	\$ 151,217	\$ 152,598
Services and Supplies	58,146	83,096	83,096	141,844	141,844
Capital Outlay	45,785	7,500	7,500	10,000	10,000
Total Expenditures	<u>\$ 241,802</u>	<u>\$ 268,709</u>	<u>\$ 257,988</u>	<u>\$ 303,061</u>	<u>\$ 304,442</u>
EXPENDITURES BY FUND:					
General Fund	\$ 241,802	\$ 268,709	\$ 257,988	\$ 303,061	\$ 304,442
Total	<u>\$ 241,802</u>	<u>\$ 268,709</u>	<u>\$ 257,988</u>	<u>\$ 303,061</u>	<u>\$ 304,442</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:					
		<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
Recreation Aide (RPT)		0.82	-	-	-
Total		<u>0.82</u>	<u>-</u>	<u>-</u>	<u>-</u>

SERVICE LEVEL CHANGES:

Recreation Aide (RPT) position eliminated

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Adorni Center

FUND: General
 ACCOUNT: 45135



Council Goals Supported

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

PROGRAM OBJECTIVES:

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

SUPPORTING PROGRAM OBJECTIVES:	PERFORMANCE MEASURES:			
	2013-14 Actual	2014-15 Target	2014-15 Estimate	2015-16 Budget
# of Adorni Center Rentals	11	15	12	14
# of Conference Room Rentals	345	357	360	360
# of Aerobic Classes	2,000	2,080	2,080	2,080
# of Adorni Center Memberships	1,800	1,829	1,829	1,850
# of Youth Sports Leagues	1	1	1	1
# of Adult Sports Leagues	3	3	3	3

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Recreation Administration

FUND: General
 ACCOUNT: 45131



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>Amended 2014-15 Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 90,103	\$ 97,241	\$ 151,687	\$ 321,629	\$ 329,052
Services and Supplies	109,009	97,953	98,153	220,757	220,757
Total Expenditures	\$ 199,112	\$ 195,194	\$ 249,840	\$ 542,386	\$ 549,809
EXPENDITURES BY FUND:					
General Fund	\$ 199,112	\$ 195,194	\$ 249,840	\$ 542,386	\$ 549,809
Total	\$ 199,112	\$ 195,194	\$ 249,840	\$ 542,386	\$ 549,809
FULL TIME AND REGULAR PART-TIME POSITIONS:					
	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>	
Administrative Technician	0.50	0.50	0.50	0.50	
Total	0.50	0.50	0.50	0.50	

SERVICE LEVEL CHANGES:

None

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Recreation Administration

FUND: General
 ACCOUNT: 45131



COUNCIL GOALS SUPPORTED

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

PROGRAM GOALS

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

PERFORMANCE MEASURES:

<u>Supporting Program Objectives</u>	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Produce Recreation Division Activity Brochure on a bi-annual basis.	Yes	Yes	Yes	Yes
Maintain monthly meeting schedule with local school districts	Yes	Yes	Yes	Yes
Maintain monthly meeting schedule with Parks & Recreation Commission	Yes	Yes	Yes	Yes
Program/Service Outputs: (goods, services, units produced)				
# of Continuing Programs Available to General Public	15	15	15	16
# of New Programs Available to General Public	0	0	0	0

Parks & Recreation



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

FUND: General
ACCOUNT: 45132

PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>Amended 2014-15 Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 455,323	\$ 514,462	\$ 506,021	\$ 570,424	\$ 576,512
Services and Supplies	75,451	88,015	91,215	129,448	129,448
Capital Outlay	-	-	-	5,000	5,000
Total Expenditures	\$ 530,774	\$ 602,477	\$ 597,236	\$ 704,872	\$ 710,960

EXPENDITURES BY FUND:

General Fund	\$ 530,774	\$ 602,477	\$ 597,236	\$ 704,872	\$ 710,960
Total	\$ 530,774	\$ 602,477	\$ 597,236	\$ 704,872	\$ 710,960

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Recreation Coordinator	1.50	1.50	1.00	1.00
Recreation Supervisor	0.50	0.50	0.50	0.50
After School Programs Coordinator (RPT)	0.70	0.70	0.70	0.70
Assistant Recreation Coordinator (RPT)	0.70	0.70	0.70	0.70
Youth Activities Coordinator (RPT)	0.64	0.64	0.64	0.64
Total	4.04	4.04	3.54	3.54

SERVICE LEVEL CHANGES:

Recreation Coordinator position eliminated (0.5 FTE in Rec-Adult)
 Recreation Supervisor position created (0.5 FTE in Rec-Adult)

Parks & Recreation



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

FUND: General
ACCOUNT: 45132

General Plan Goal Supported

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

PROGRAM GOALS:

- Maintain after-school & teen programs for youth. Provide a youth basketball league.
- Provide a Roller Skating Program at the Municipal Auditorium.
- Provide summer day camps, playgrounds. Add Outdoor Recreation Programs.

<u>Supporting Program Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>
Maintain after-school programs for youth	Yes	Yes	Yes	Yes
# After-School Program participants	90,000	90,000	90,000	90,000
# of Ryan Youth Center participants	3,800	3,800	3,800	3,800
Provide a youth basketball league	Yes	Yes	Yes	Yes
# of Hoopsters Basketball participants	500	500	500	500
Provide a Roller Skating Program	Yes	Yes	Yes	Yes
# of Roller Skating participants	4,700	4,700	4,700	4,700
Provide Summer Day Camps and Playgrounds	Yes	Yes	Yes	Yes
# of Summer Day Camp participants	1,600	1,600	1,600	1,600
# of Summer Playground participants	2,000	2,000	2,000	2,000

Parks & Recreation

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

FUND: General
ACCOUNT: 45133



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>Amended 2014-15 Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 100,042	\$ 101,967	\$ 108,398	\$ 105,231	\$ 107,107
Services and Supplies	52,929	43,120	43,120	51,598	51,598
Capital Outlay	3,933	-	-	4,000	4,000
Total Expenditures	<u>\$ 156,904</u>	<u>\$ 145,087</u>	<u>\$ 151,518</u>	<u>\$ 160,829</u>	<u>\$ 162,705</u>

EXPENDITURES BY FUND:

General Fund	\$ 156,904	\$ 145,087	\$ 151,518	\$ 160,829	\$ 162,705
Total	<u>\$ 156,904</u>	<u>\$ 145,087</u>	<u>\$ 151,518</u>	<u>\$ 160,829</u>	<u>\$ 162,705</u>

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Recreation Coordinator	1.50	1.50	1.00	1.00
Recreation Supervisor	-	0.50	0.50	0.50
Total	<u>1.50</u>	<u>2.00</u>	<u>1.50</u>	<u>1.50</u>

SERVICE LEVEL CHANGES:

Recreation Coordinator position eliminated (0.5 FTE in Rec-Youth)
 Recreation Supervisor position created (0.5 FTE in Rec-Youth)

Parks & Recreation

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

FUND: General
ACCOUNT: 45133



COUNCIL GOALS SUPPORTED:

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

PROGRAM OBJECTIVES:

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

SUPPORTING PROGRAM OBJECTIVES:

PERFORMANCE MEASURES:

	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Budget</u>	<u>2015-16 Budget</u>
Maintain a variety of adult programs that maintain or increase participation levels	Yes	Yes	Yes	Yes
# of Basketball Teams	20	22	24	24
# of Volleyball Teams	24	24	30	30
# of Softball Teams	40	40	42	42
# of Special Interest Classes	5	5	5	5

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Environmental Programs

Fund: Environmental Programs
Account: 44505



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>Amended 2014-15 Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 2,745	\$ -	\$ 900	\$ -	\$ -
Services and Supplies	57,405	73,882	77,082	61,148	41,148
Total Expenditures	\$ 60,150	\$ 73,882	\$ 77,982	\$ 61,148	\$ 41,148
EXPENDITURES BY FUND:					
Environmental Programs	\$ 60,150	\$ 73,882	\$ 77,982	\$ 61,148	\$ 41,148
Total	\$ 60,150	\$ 73,882	\$ 77,982	\$ 61,148	\$ 41,148
		<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:					
None		-	-	-	-
Total		-	-	-	-
SERVICE LEVEL CHANGES:					
None.					

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Environmental Programs

Fund: Environmental Programs
 Account: 44505



COUNCIL GOALS SUPPORTED:

Increase Waste Diversion and Recycling in the City of Eureka

<u>Supporting Departmental Objectives</u>	2013-14	<u>PERFORMANCE MEASURES:</u>		2015-16
	<u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	<u>Target</u>
Develop Regional Food Waste Diversion Facility	40%	75%	40%	75%
Increase Commercial Recycling	10%	100%	100%	100%
Continue outreach/promotional efforts	100%	100%	100%	100%
Continue Special Collection Events	12	12	4	4
Continue Regionalization efforts	25%	100%	25%	100%
Continue efforts to divert construction/demolition debris	5%	40%	20%	50%

Develop a City and Regional Trail System

<u>Supporting Departmental Objectives</u>	2013-14	<u>PERFORMANCE MEASURES:</u>		2015-16
	<u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	<u>Target</u>
Continue efforts to develop Elk River Wildlife Trail	75%	100%	100%	100%
Continue efforts to develop Eureka-Arcata Trail	5%	10%	20%	50%
Continue to develop Eureka Waterfront Trail/ Promenade	15%	40%	50%	75%

<u>Program/Service Outcomes: (based on program objectives)</u>	<u>PERFORMANCE MEASURES:</u>		
	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>
Develop regional compost Facility through HWMA	No	No	Yes
Permit processes completed for Elk River Trail System	Yes	Yes	Yes
Promotional costs of recycling and waste reduction programs	\$4,000	\$5,000	\$5,000
# of households using curbside recycling collection services	8,154	8,154	8,154
Tonnage diverted through recycling	2,400	3,000	3,600
Diversion rate (recycling)	56%	56%	58%
# of business waste audits	1	1	1

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Facilities Operations

FUND: General
ACCOUNT: 44500



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>Amended 2014-15 Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 308,682	\$ 443,982	\$ 358,761	\$ 463,790	\$ 454,814
Services and Supplies	229,738	242,793	242,793	267,762	267,762
Capital Outlay	-	14,000	14,000	10,000	10,000
Total Expenditures	\$ 538,420	\$ 700,775	\$ 615,554	\$ 741,552	\$ 732,576

EXPENDITURES BY FUND:					
General Fund	\$ 6	\$ -	\$ -	\$ -	\$ -
General Fund - Measure O	-	-	-	-	-
Internal Operations Fund	538,414	700,775	615,554	741,552	732,576
Total	\$ 538,420	\$ 700,775	\$ 615,554	\$ 741,552	\$ 732,576

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Custodian	-	3.00	4.00	4.00
Electrician	-	2.00	2.00	2.00
Facilities Maintenance Superintendent	-	1.00	1.00	1.00
Harbor Facilities Superintendent	0.50	-	-	-
Senior Custodian	-	1.00	-	-
Senior Harbor/Facilities Technician	0.50	-	-	-
Total	1.00	7.00	7.00	7.00

SERVICE LEVEL CHANGES:

- Harbor Facilities Superintendent position eliminated (0.5 FTE in Rec-Harbor)
- Senior Harbor/Facilities Technician position eliminated (0.5 FTE in Rec-Harbor)
- Facilities Maintenance Superintendent position created
- Senior Facilities Maintenance Specialist position moved from Public works and then subsequently eliminated
- Custodian positions moved from Public Works
- Electrician positions moved from Public Works
- Senior Custodian position moved from Public Works, and re-classified as Custodian

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Facilities Operations

FUND: General
 ACCOUNT: 44500



COUNCIL GOALS SUPPORTED:

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

PROGRAM GOALS

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

PROGRAM OBJECTIVES:

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

Program/Service Outcomes: <u>(based on program objectives)</u>	PERFORMANCE MEASURES:			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Implement schedule for corrective and preventative maintenance for City buildings and facilities	Partial	Partial	Partial	Partial
Continue schedule to provide daily custodial care	Yes	Yes	Yes	Yes
Continue Work Order Backlog System	Yes	Yes	Yes	Yes
Continue program to perform regular maintenance checks to City traffic signals and sewer pump station alarm system	Yes	Yes	Yes	Yes

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Facilities Operations

FUND: General
ACCOUNT: 44500



Program/Service Outputs: (goods, services, units produced)	PERFORMANCE MEASURES:			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Budget</u>
# of City-owned building maintained	81	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	25	26	26	26

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Harbor Operations

FUND: Harbor
 ACCOUNT: 44440



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>Amended 2014-15 Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 227,923	\$ 224,077	\$ 233,352	\$ 266,619	\$ 272,127
Services and Supplies	632,196	345,304	358,104	345,299	345,299
Capital Outlay	5,632	5,000	5,000	5,000	5,000
Total Expenditures	\$ 865,751	\$ 574,381	\$ 596,456	\$ 616,918	\$ 622,426
EXPENDITURES BY FUND:					
Harbor Fund	\$ 865,751	\$ 574,381	\$ 596,456	\$ 616,918	\$ 622,426
Total	\$ 865,751	\$ 574,381	\$ 596,456	\$ 616,918	\$ 622,426
		<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:					
Harbor Facilities Superintendent		0.50	-	-	-
Harbor Operations Technician I/II		2.00	2.00	2.00	2.00
Harbor Operations Supervisor		-	1.00	1.00	1.00
Senior Harbor/Facilities Technician		0.50	-	-	-
Total		3.00	3.00	3.00	3.00

SERVICE LEVEL CHANGES:

Harbor Facilities Superintendent position eliminated (0.5 FTE in Rec-Facilities)
 Senior Harbor/Facilities Technician position eliminated (0.5 FTE in Rec-Facilities)
 Harbor Operations Supervisor position created

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Harbor Operations

FUND: Harbor
ACCOUNT: 44440



COUNCIL GOALS SUPPORTED:

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

GENERAL PLAN GOALS SUPPORTED:

Water Transportation

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

Coastal Recreation and Access

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

Aquatic Resources and Marine, Wetland, and Riparian Habitat

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

PROGRAM GOALS

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

PROGRAM OBJECTIVES:

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

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Harbor Operations

FUND: Harbor
 ACCOUNT: 44440



Program/Service Outcomes: (based on program objectives)	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Check and maintain docks on a daily basis	Yes	Yes	Yes	Yes
Train staff in use of operations procedures manual	Yes	Yes	Yes	Yes
Continue program to clean up and remove derelict vessels at the Eureka Public Marina	Yes	Yes	Yes	Yes
Implement schedule to contract engineering's survey work and dredging of harbor	Yes	Yes	Yes	Yes
Implement program to provide public marina rental services and event set up at Wharfinger Building	Yes	Yes	Yes	Yes
Implement program to oversee 221 acres of wetlands	Yes	Yes	Yes	Yes
Operation and maintenance of Fisherman's Terminal and C Street Market Square	Yes	Yes	Yes	Yes

Program/Service Outputs: (goods, services, units produced)	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Budget</u>
# docks checked and main- on a daily basis	11	12	12	12
# of miles of waterfront inspected daily	5	5	5	5
# of restrooms maintained	3	4	4	4

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Wharfinger

FUND: Humboldt Bay
ACCOUNT: 44441



PROGRAM DESCRIPTION:

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

	2013-14 Actual	Amended 2014-15 Budget	2014-15 Estimated	2015-16 Budget	2015-16 Budget
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 85,306	\$ 86,492	\$ 86,663	\$ 91,872	\$ 93,427
Services and Supplies	20,791	29,984	29,984	110,428	110,428
Capital Outlay	67	-	-	4,000	4,000
Total Expenditures	\$ 106,164	\$ 116,476	\$ 116,647	\$ 206,300	\$ 207,855

EXPENDITURES BY FUND:

Harbor Fund	\$ 106,164	\$ 116,476	\$ 116,647	\$ 206,300	\$ 207,855
Total	\$ 106,164	\$ 116,476	\$ 116,647	\$ 206,300	\$ 207,855

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Harbor Recreation Coordinator	-	-	1.00	1.00
Total	-	-	1.00	1.00

SERVICE LEVEL CHANGES:

None.

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Wharfinger

FUND: Humboldt Bay
ACCOUNT: 44441



COUNCIL GOALS SUPPORTED:

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

GENERAL PLAN GOALS SUPPORTED

Coastal Recreation and Access

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

Recreation Services

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

PROGRAM GOALS

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

PROGRAM OBJECTIVES:

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

Program/Service Outcomes: <i>(based on program objectives)</i>	PERFORMANCE MEASURES:			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <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

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Wharfinger

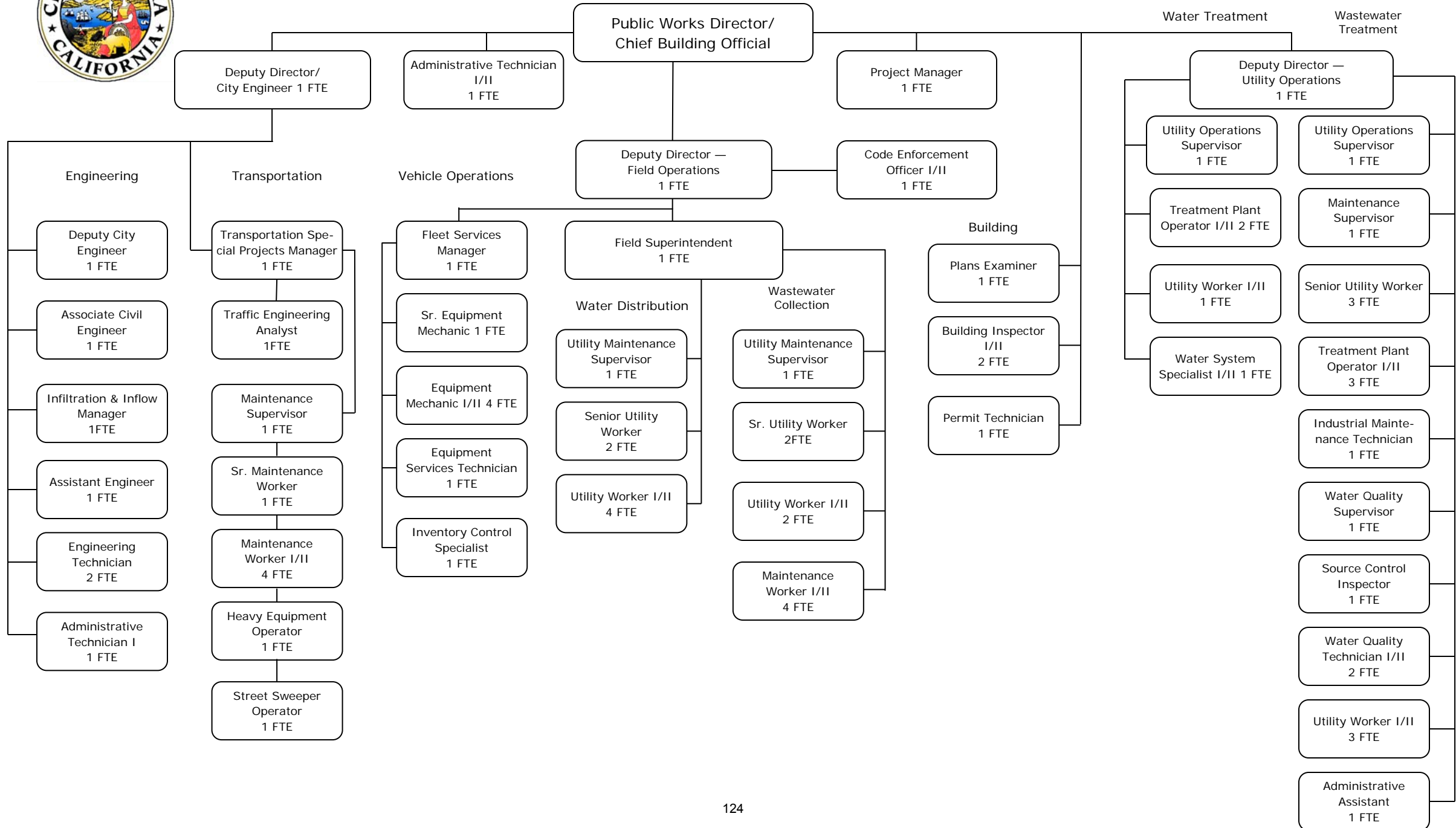
FUND: Humboldt Bay
 ACCOUNT: 44441



Program/Service Outputs: (goods, services, units produced)	PERFORMANCE MEASURES:			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Budget</u>
# of Monthly events at the Wharfinger Building	30	35	35	35
Monthly revenues from rentals	\$8,202	\$6,200	\$5,500	\$6,000



Public Works





Department Summary

Public Works



DEPARTMENT DESCRIPTION:

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

EXPENDITURES BY PROGRAM:	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Amended Budget	Estimated	Budget	Budget
Administration	\$ 753,765	\$ 499,062	\$ 326,485	\$ 296,028	\$ 301,245
Stormwater	215,250	219,442	212,837	163,153	165,517
Streets/Alley Maintenance	1,073,649	1,108,445	1,149,215	953,845	963,281
Water Distribution	1,994,906	1,309,969	1,281,525	1,485,591	1,499,422
Water Treatment	2,910,641	3,151,447	3,110,678	3,801,073	4,093,673
Sewer Collection	1,750,838	1,592,537	1,565,431	1,564,610	1,580,759
Wastewater Treatment	2,712,571	3,504,783	3,315,492	3,376,722	3,398,648
Equipment Operations	1,865,830	2,030,764	2,008,162	2,185,852	2,200,257
Engineering	1,493,883	1,492,826	1,517,081	1,038,245	1,093,625
Traffic	282,068	355,267	349,474	380,205	369,950
Building - Construction Regulation	1,001,935	949,756	928,105	634,222	643,650
Building - Code Enforcement	-	-	-	106,513	108,481
Total	\$ 16,055,336	\$ 16,214,298	\$ 15,764,485	\$ 15,986,059	\$ 16,418,508
EXPENDITURES BY CATEGORY:					
Salaries and Benefits	\$ 6,153,799	\$ 6,368,077	\$ 5,791,664	\$ 5,858,128	\$ 6,023,395
Services and Supplies	9,753,617	8,651,241	8,777,841	8,954,401	9,236,583
Capital Outlay	147,920	1,194,980	1,194,980	1,173,530	1,158,530
Total	\$ 16,055,336	\$ 16,214,298	\$ 15,764,485	\$ 15,986,059	\$ 16,418,508

EXPENDITURES BY FUND:	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Amended Budget	Estimated	Budget	Budget
General Fund	\$ 1,626,946	\$ 1,263,224	\$ 1,298,957	\$ 1,026,054	\$ 1,038,884
General Fund - Measure O	29,484	-	-	-	-
Federal/HCAOG	-	58,086	58,086	13,500	13,500
AB 2928 State Highway Fund	-	-	-	10,000	10,000
Gas Tax Fund	683,934	746,641	742,734	734,098	726,832
Parking Fund	51,257	51,489	51,035	59,837	60,819
Water Fund	5,605,700	5,183,602	5,067,589	5,761,885	6,114,799
Wastewater Fund	4,691,997	5,923,936	5,600,987	5,454,098	5,501,286
Wastewater Capital Projects	491,026	-	-	-	-
Harbor Fund	7,227	6,800	8,830	-	-
Building Fund	1,001,935	949,756	928,105	740,735	752,131
Equipment Operations Fund	1,865,830	2,030,764	2,008,162	2,185,852	2,200,257
Total	\$ 16,055,336	\$ 16,214,298	\$ 15,764,485	\$ 15,986,059	\$ 16,418,508

	2013-14	2014-15	2015-16	2016-17
	Actual	Actual	Budget	Budget
PERSONNEL:				
Full-time Positions	76.00	73.00	73.00	73.00
Total	76.00	73.00	73.00	73.00

Public Works

DEPARTMENT: Public Works
PROGRAM: Administration

FUND: Water & Wastewater Fund
ACCOUNT: 44128



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 700,110	\$ 441,136	\$ 268,559	\$ 234,411	\$ 239,628
Services and Supplies	53,655	57,926	57,926	61,617	61,617
Total Expenditures	\$ 753,765	\$ 499,062	\$ 326,485	\$ 296,028	\$ 301,245

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
EXPENDITURES BY FUND:					
General fund	\$ 612,178	\$ 84,285	\$ 98,768	\$ 44,620	\$ 45,132
Water	70,837	207,423	113,893	125,289	127,633
Wastewater	70,750	207,354	113,824	126,119	128,480
Total	\$ 753,765	\$ 499,062	\$ 326,485	\$ 296,028	\$ 301,245

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Public Works Director	1.00	-	-	-
Public Works Director/Chief Building Official	-	1.00	1.00	1.00
Administrative Technician	1.00	2.00	2.00	2.00
Senior Admin. Assistant	1.00	-	-	-
Total	3.00	3.00	3.00	3.00

SERVICE LEVEL CHANGES:

Combine Director of Public Works and Chief Building Official positions
 Senior Administrative Assistant position eliminated (1 FTE)

Public Works

DEPARTMENT: Public Works
PROGRAM: Administration

FUND: Water & Wastewater Fund
ACCOUNT: 44128



COUNCIL GOALS SUPPORTED:

IMPROVING QUALITY OF LIFE

Supporting Program Goals:

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

Supporting Program Objectives:

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

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

IMPROVING QUALITY OF LIFE BY FACILITATING SUSTAINABILITY EFFORTS

Supporting Program Goals:

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

Supporting Program Objectives:

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

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

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

Public Works

DEPARTMENT: Public Works
PROGRAM: Stormwater

FUND: General & Gas Tax
ACCOUNT: 44130



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 107,159	\$ 111,572	\$ 104,967	\$ 104,130	\$ 106,494
Services and Supplies	108,091	107,870	107,870	59,023	59,023
Total Expenditures	\$ 215,250	\$ 219,442	\$ 212,837	\$ 163,153	\$ 165,517

EXPENDITURES BY FUND:

General Fund	\$ 160,736	\$ 140,615	\$ 137,518	\$ 82,945	\$ 84,408
General Fund - Measure O	-	-	-	-	-
Gas Tax	54,514	78,827	75,319	80,208	81,109
Total	\$ 215,250	\$ 219,442	\$ 212,837	\$ 163,153	\$ 165,517

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Maintenance Worker I/II	2.00	1.00	1.00	1.00
Project Manager	-	1.00	1.00	1.00
Street Sweeper Operator	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00

SERVICE LEVEL CHANGES:

- Project Manager position created
- Move stormwater duties of Source Control Supervisor to Project Manager

Public Works

DEPARTMENT: Public Works
PROGRAM: Stormwater

FUND: General & Gas Tax
ACCOUNT: 44130



COUNCIL GOALS SUPPORTED:

IMPROVING QUALITY OF LIFE BY ENHANCING WATER QUALITY

Supporting Program Goals:

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

Supporting Program Objectives:	2013-14 Actual	2014-15 Target	2014-15 Estimated	2015-16 Target
Renew NPDES Permit for years 2011-2016	NA	100%	0%	100%
Submit State Annual NPDES Permit Report	100%	100%	100%	100%
Street Sweep 14,732 Lane Miles of City Streets	0%	100%	100%	100%
Street Sweep 1,080 Lane Miles for Cal Trans	0%	100%	100%	100%
Continue Permitting for Maintenance of City's Stormwater Drainage	100%	100%	100%	100%
Finalize and Submit to City Council BMP Manuals for Construction	100%	100%	100%	100%
Finalize and Submit to City Pollution Prevention and Good Housekeeping BMP Manual	NA	100%	0%	100%
Develop Post Construction BMP Maintenance Plan	NA	100%	50%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Stormwater

FUND: General & Gas Tax
ACCOUNT: 44130



CITY BEAUTIFICATION THROUGH PUBLIC EDUCATION ABOUT STORMWATER

Supporting Program Goals:

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

Supporting Program Objectives:	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Organize the Annual Mayday Community Clean Up	100%	100%	100%	100%
Continue Stormwater Curriculum at Sequoia Park Zoo	100%	100%	100%	100%
Increase participation in Stormwater Curriculum at Elementary School level.	100%	100%	100%	100%
Finalize and Submit to City Council BMP Manuals for Construction	100%	100%	100%	100%
Complete Marking of City Storm Drains with No Dumping Placards	N/A	100%	90%	100%
Develop and submit at least three PSA's about Stormwater Ordinances and Manuals	100%	100%	100%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Streets/Alley Maintenance

FUND: General & Gas Tax, Parking
ACCOUNT: 44200



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 400,147	\$ 430,914	\$ 465,284	\$ 473,704	\$ 483,140
Services and Supplies	670,309	672,531	678,931	475,141	475,141
Capital Outlay	3,193	5,000	5,000	5,000	5,000
Total Expenditures	\$1,073,649	\$ 1,108,445	\$ 1,149,215	\$ 953,845	\$ 963,281
EXPENDITURES BY FUND:					
General Fund	\$ 510,813	\$ 555,915	\$ 593,658	\$ 445,355	\$ 449,536
General Fund - Measure O	29,484	-	-	-	-
AB 2928 State Highway	-	-	-	-	-
Gas Tax Fund	497,793	517,049	520,463	465,193	469,747
Parking Fund	35,559	35,481	35,094	43,297	43,998
Total	\$1,073,649	\$ 1,108,445	\$ 1,149,215	\$ 953,845	\$ 963,281
FULL TIME AND REGULAR PART-TIME POSITIONS:					
	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>	
Heavy Equipment Operator	1.00	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Maintenance Worker I/II	2.00	3.00	3.00	3.00	3.00
Public Works Operations Manager	0.33	-	-	-	-
Senior Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Total	5.33	6.00	6.00	6.00	6.00

SERVICE LEVEL CHANGES:

Public Works Operations Manager position eliminated

Public Works

DEPARTMENT: Public Works
PROGRAM: Streets/Alley Maintenance

FUND: General & Gas Tax, Parking
ACCOUNT: 44200



COUNCIL GOALS SUPPORTED:

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

Supporting Program Goals:

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

Supporting Program Objectives:	2013-14 Actual	2014-15 Target	2014-15 Estimated	2015-16 Target
Continue Sidewalk Improvement Program	N/A	15%	15%	20%
Implement Modernized Preservation Principles for Street Maintenance	Yes	Yes	Yes	Yes
Implement a Thermal Plastic Street Marking Program	N/A	N/A	N/A	5%

IMPROVING QUALITY OF LIFE BY ENHANCING WATER QUALITY

Supporting Program Goals:

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

Supporting Program Objectives:	2013-14 Actual	2014-15 Target	2014-15 Estimated	2015-16 Target
Implement Best Management Practices in Street Maintenance Activities Relating to Stormwater Runoff	25%	30%	30%	50%
Maintain City Storm Drain Outfalls in a Manner to Prevent Erosion of Creeks and Gulches	Yes	Yes	Yes	Yes
Maintain 120 Miles of Streets	100%	100%	100%	100%
Number of Lane Miles cleaned by Street Sweeper	9,821	9,821	9,821	9,821
Number of Lane Miles cleaned for Caltrans	1,080	1,080	1,080	540

Public Works

DEPARTMENT: Public Works
PROGRAM: Water Distribution

FUND: Water
ACCOUNT: 44370



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 690,324	\$ 716,702	\$ 681,858	\$ 625,423	\$ 639,254
Services and Supplies	1,274,628	538,267	544,667	695,168	695,168
Capital Outlay	29,954	55,000	55,000	165,000	165,000
Total Expenditures	<u>\$1,994,906</u>	<u>\$1,309,969</u>	<u>\$1,281,525</u>	<u>\$1,485,591</u>	<u>\$1,499,422</u>
EXPENDITURES BY FUND:					
Water	\$1,994,906	\$1,309,969	\$1,281,525	\$1,485,591	\$1,499,422
Water Capital Projects	-	-	-	-	-
Total	<u>\$1,994,906</u>	<u>\$1,309,969</u>	<u>\$1,281,525</u>	<u>\$1,485,591</u>	<u>\$1,499,422</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:					
	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>	
Deputy PW Director - Field Operations	-	0.50	0.50	0.50	
Electrician	1.00	-	-	-	
Field Superintendent	-	1.00	1.00	1.00	
Public Works Operations Manager	0.34	-	-	-	
Senior Facilities Maintenance Specialist	1.00	-	-	-	
Senior Utility Worker	2.00	2.00	2.00	2.00	
Utility Maintenance Supervisor	1.00	-	-	-	
Utility Worker I/II	4.00	5.00	5.00	5.00	
Water System Specialist	1.00	1.00	1.00	1.00	
Total	<u>10.34</u>	<u>9.50</u>	<u>9.50</u>	<u>9.50</u>	

SERVICE LEVEL CHANGES:

Electrician position moved to Parks & Recreation
Deputy Public Works Director - Field Operations position created (0.50 FTE in Sewer Collection)
Senior Facilities Maintenance Specialist moved to Parks & Recreation
Public Works Operations Manager position eliminated

Public Works

DEPARTMENT: Public Works
PROGRAM: Water Distribution

FUND: Water
ACCOUNT: 44370



COUNCIL GOALS SUPPORTED:

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

Supporting Program Goals:

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2013-14 Actual	2014-15 Target	2014-15 Estimated	2015-16 Target
Support City Laboratory Staff in the Collection of Water Samples for Quality Testing	Yes	Yes	Yes	Yes
Continue Water Gate Valve Maintenance Program	Yes	Yes	Yes	Yes
Protect Water Quality During Emergency and Routine Repairs	100%	100%	100%	100%
Provide Necessary Training for Division Personnel to Maintain State Certificates	100%	100%	100%	100%
Test All Backflow Protection Devices Connected to the City's Distribution System	100%	100%	100%	100%
Maintain 125 Miles of Water Main	100%	100%	100%	100%
Maintain 9,968 Water Services	100%	100%	100%	100%
Resolve Citizen Service Requests in a Timely Manner with a Mutually Agreed Solution	95%	95%	95%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Water Treatment

FUND: Water
ACCOUNT: 44420



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 306,720	\$ 349,920	\$ 307,351	\$ 484,643	\$ 495,061
Services and Supplies	2,602,239	2,789,037	2,790,837	3,303,570	3,585,752
Capital Outlay	1,682	12,490	12,490	12,860	12,860
Total	\$ 2,910,641	\$ 3,151,447	\$ 3,110,678	\$ 3,801,073	\$ 4,093,673

EXPENDITURES BY FUND:

Water Treatment	\$ 2,910,641	\$ 3,151,447	\$ 3,110,678	\$ 3,801,073	\$ 4,093,673
Total	\$ 2,910,641	\$ 3,151,447	\$ 3,110,678	\$ 3,801,073	\$ 4,093,673

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Administrative Assistant	0.10	0.10	0.10	0.10
Deputy PW Director - Utility Operations	-	0.25	0.25	0.25
Industrial Maintenance Technician	0.20	0.20	0.20	0.20
Treatment Plant Operator I/II	2.00	2.00	2.00	2.00
Utility Maintenance Supervisor	0.20	0.20	0.20	0.20
Utility Operations Manager	0.25	-	-	-
Utility Operations Supervisor	1.00	1.00	1.00	1.00
Water Quality Supervisor	0.20	0.20	0.20	0.20
Water Quality Technician	0.30	0.30	0.30	0.30
Total	4.25	4.25	4.25	4.25

SERVICE LEVEL CHANGES:

Utility Operations Manager position eliminated
Deputy Public Works Director - Field Operations position created (0.75 FTE in WW Treatment)

Public Works

DEPARTMENT: Public Works
PROGRAM: Water Treatment

FUND: Water
ACCOUNT: 44420



COUNCIL GOALS SUPPORTED:

MAINTAIN THE HIGH QUALITY OF DELIVERED WATER

<u>Supporting Program Objectives</u>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2015-16 <u>Target</u>
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	
Number of water quality complaints	8	0	5	0
Number of positive microbiological samples	0	0	0	0
Maintain drinking water chlorine concentrations	0.18-1.1 mg/L	0.5 mg/L	0.17-0.61 mg/L	0.55 mg/L
Conduct triannual potable water lead and copper study	100%	100%	100%	100%

MAINTAIN RESPONSIVE CUSTOMER SERVICE

<u>Supporting Program Objectives</u>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2015-16 <u>Target</u>
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	
Respond to all customer complaints within 24 hours	100%	100%	100%	100%
Resolve all customer complaints	100%	100%	100%	100%

ENSURE THAT FACILITY EQUIPMENT IS PROPERLY MAINTAINED AND UPGRADED

<u>Supporting Program Objectives</u>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2015-16 <u>Target</u>
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	
SCADA system	Defer	100%	0%	100%
Lundbar Hills Pumping and Control System	Defer	0%	0%	0%
Design and install new fluoride feed system.	Defer	100%	0%	Defer
Begin a review of the facility operations & maintenance manual.	Defer	Defer	0%	100%
Install new high pump at Harris and K	Defer	Defer	Defer	Defer

Public Works

DEPARTMENT: Public Works

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:	2013-14	2014-15	2014-15	2015-16	2016-17
	Actual	Amended Budget	Estimated	Budget	Budget
Salaries and Benefits	\$ 647,046	\$ 733,649	\$ 690,543	\$ 711,070	\$ 727,219
Services and Supplies	1,101,808	604,888	620,888	722,540	722,540
Capital Outlay	1,984	254,000	254,000	131,000	131,000
Total Expenditures	\$ 1,750,838	\$ 1,592,537	\$ 1,565,431	\$ 1,564,610	\$ 1,580,759

EXPENDITURES BY FUND:

Sewer Collection	\$ 1,750,838	\$ 1,592,537	\$ 1,565,431	\$ 1,564,610	\$ 1,580,759
Total	\$ 1,750,838	\$ 1,592,537	\$ 1,565,431	\$ 1,564,610	\$ 1,580,759

FULL TIME AND REGULAR PART-TIME POSITIONS:	2013-14	2014-15	2015-16	2016-17
	Actual	Actual	Budget	Budget
Deputy PW Director of Field Operations	-	0.50	0.50	0.50
Electrician	1.00	-	-	-
Maintenance Worker I/II	2.50	3.00	2.50	2.50
Public Works Operations Manager	0.33	-	-	-
Senior Utility Worker	2.00	2.00	2.00	2.00
Utility Maintenance Supervisor	1.00	1.00	1.00	1.00
Utility Worker I/II	2.50	3.00	3.50	3.50
Total	9.33	9.50	9.50	9.50

SERVICE LEVEL CHANGES:

Deputy Public Works Director - Field Operations position created (0.50 FTE in Water Distribution)
Public Works Operations Manager position eliminated
Electrician position moved to Parks & Recreation

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>	2013-14 Actual	<u>PERFORMANCE MEASURES:</u>		
		2014-15 Target	2014-15 Estimated	2015-16 Target
Continued Required Updates of Sewer System Management Plan	N/A	35%	75%	100%
Enhance Preventative Maintenance Programs to Reduce/Eliminate Service Disruptions and Sanitary Sewer Overflows	25%	30%	30%	35%
Maintain Close Working Relationships with Federal, State and Local Regulatory Agencies	Yes	Yes	Yes	Yes
Maintain 130 Miles of Collection System Mains	100%	100%	100%	100%

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

Supporting Program Goals:

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

<u>Supporting Program Objectives</u>	2013-14 Actual	<u>PERFORMANCE MEASURES:</u>		
		2014-15 Target	2014-15 Estimated	2015-16 Target
Continue Staff Participation in Development of Wastewater Facilities Plan	100%	100%	100%	100%
Work with Finance, Engineering and City Consultant to Develop New Rate Structure	100%	100%	100%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Wastewater Treatment

FUND: Wastewater
 Operating
ACCOUNT: 44430



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$1,037,195	\$1,290,554	\$1,082,063	\$1,056,331	\$1,078,257
Services and Supplies	1,644,404	1,875,539	1,894,739	1,970,221	1,970,221
Capital Outlay	30,972	338,690	338,690	350,170	350,170
Total Expenditures	\$2,712,571	\$3,504,783	\$3,315,492	\$3,376,722	\$3,398,648
EXPENDITURES BY FUND:					
WW Treatment	\$2,221,545	\$3,504,783	\$3,315,492	\$3,376,722	\$3,398,648
WW Capital Projects	491,026	-	-	-	-
Total	\$2,712,571	\$3,504,783	\$3,315,492	\$3,376,722	\$3,398,648

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Administrative Assistant	0.90	0.90	0.90	0.90
Deputy PW Director - Utility Operations	-	0.75	0.75	0.75
Industrial Maintenance Technician	0.80	0.80	0.80	0.80
Senior Utility Worker	1.00	1.00	1.00	1.00
Source Control Inspector	-	1.00	1.00	1.00
Source Control Supervisor	1.00	-	-	-
Treatment Plant Operator I/II	2.00	2.00	2.00	2.00
Utility Maintenance Supervisor	0.80	0.80	0.80	0.80
Utility Operations Manager	0.75	-	-	-
Utility Operations Supervisor	1.00	1.00	1.00	1.00
Utility Worker I/II	4.00	4.00	4.00	4.00
Water Quality Supervisor	0.80	0.80	0.80	0.80
Water Quality Technician	1.70	1.70	1.70	1.70
Total	14.75	14.75	14.75	14.75

SERVICE LEVEL CHANGES:

Utility Operations Manager position eliminated
 Deputy Public Works Director - Field Operations position created (0.25 FTE in Water Treatment)
 Disallocate Source Control Supervisor position and fill as Source Control Inspector

Public Works

DEPARTMENT: Public Works
PROGRAM: Wastewater Treatment

FUND: Wastewater
Operating
ACCOUNT: 44430



CITY GOALS SUPPORTED:

PROVIDE COST EFFECTIVE PROTECTION OF PUBLIC HEALTH AND THE ENVIRONMENT

<u>Supporting Program Objectives</u>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2015-16 <u>Target</u>
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	
Minimize discharge requirement exceedences	2	0	2	0
All operators to be certified grade 3 or higher.	2	3	3	3
Maintain cost of operation per MG treated	\$1,733	\$1,500	\$1,937	\$2,000

ENSURE THAT DIVISION FACILITIES ARE PROPERLY MAINTAINED AND UPGRADED

<u>Supporting Program Objectives</u>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2015-16 <u>Target</u>
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	
Update the maintenance management system	0%	100%	0%	100%
Construct phase 2, biosolids dewatering facility	0%	100%	0%	100%
Secure biosolids transport and disposal options	25%	100%	0%	100%
Install variable speed drives on pumping station	N/A	100%	0%	33%
Install lift station and treatment plant operational components	N/A	100%	75%	100%
Replace lift station radio system	N/A	100%	0%	100%
Treatment Plant SCADA System	N/A	100%	0%	100%

Public Works

DEPARTMENT: Public Works

FUND: Equipment
Operations



PROGRAM: Equipment Operations

ACCOUNT: 44360

PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 557,379	\$ 649,929	\$ 624,127	\$ 668,595	\$ 683,000
Services and Supplies	1,274,809	913,835	917,035	1,039,257	1,039,257
Capital Outlay	33,642	467,000	467,000	478,000	478,000
Total Expenditures	<u>\$ 1,865,830</u>	<u>\$ 2,030,764</u>	<u>\$ 2,008,162</u>	<u>\$ 2,185,852</u>	<u>\$ 2,200,257</u>

EXPENDITURES BY FUND:

Equipment Operations	\$ 1,865,830	\$ 2,030,764	\$ 2,008,162	\$ 2,185,852	\$ 2,200,257
Total	<u>\$ 1,865,830</u>	<u>\$ 2,030,764</u>	<u>\$ 2,008,162</u>	<u>\$ 2,185,852</u>	<u>\$ 2,200,257</u>

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Equipment Mechanic	4.00	4.00	4.00	4.00
Equipment Services Technician	1.00	1.00	1.00	1.00
Fleet Services Manager	1.00	1.00	1.00	1.00
Inventory Control Specialist	1.00	1.00	1.00	1.00
Senior Equipment Mechanic	1.00	1.00	1.00	1.00
Total	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>	<u>8.00</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>Supporting Program Objectives:</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Quarterly Fuel Reviews Completed	4	4	4	4
Vehicles/Equipment Replaced	8	11	6	11
Clean Air Vehicles Purchased	5	5	3	5
Standardized Purchases	6	11	6	11

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



PROGRAM MISSION:

Provide engineering management and administration, and engineering planning and design services resulting in effective, efficient operation, maintenance and improvement of the City's infrastructure, property and resources. Engineering staff support Public Works and other City Departments in meeting the City's General Plan and City Council goals. Engineering will provide timely, friendly service 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>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 880,473	\$ 836,483	\$ 812,738	\$ 740,357	\$ 795,737
Services and Supplies	588,361	653,343	701,343	294,888	294,888
Capital Outlay	25,049	3,000	3,000	3,000	3,000
Total Expenditures	\$ 1,493,883	\$ 1,492,826	\$ 1,517,081	\$ 1,038,245	\$ 1,093,625
EXPENDITURES BY FUND:					
General Fund	\$ 198,354	\$ 338,993	\$ 327,577	\$ 301,666	\$ 306,155
Water	629,316	514,763	561,493	349,932	394,071
Wastewater	648,864	619,262	606,240	386,647	393,399
Total	\$ 1,476,534	\$ 1,473,018	\$ 1,495,310	\$ 1,038,245	\$ 1,093,625

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Administrative Technician II	1.00	1.00	1.00	1.00
Assistant Engineer I/II	1.00	1.00	1.00	1.00
Associate Civil Engineer	1.00	1.00	1.00	1.00
City Engineer / Deputy Public Works Director	1.00	1.00	1.00	1.00

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



Deputy City Engineer	1.00	1.00	1.00	1.00
Engineering Technician I/II	3.00	2.00	2.00	2.00
I/I Coordinator	1.00	1.00	1.00	1.00
Project Manager (Property)	1.00	-	-	-
Total	10.00	8.00	8.00	8.00

SERVICE LEVEL CHANGES:

Property Management Division was transferred to Development Services Department
 Engineering - Admin, Construction and Development divisions were combined to form Engineering

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
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>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Actively seek grant and loan funding for needed infrastructure improvements and maintenance	N/A	+25%	+10%	+15%
Recover full cost of reviewing and issuing permits and other engineering department products	N/A	+15%	+15%	+15%
Stricter oversight and management of Outside consultants hired to design/observe City projects	+25%	+25%	+25%	+10%
Seek under-utilized fees and Implement Enterprise-related Revenue Program to Collect as appropriate	N/A	N/A	+20%	+30%

PROMOTE EFFECTIVE AND TIMELY COLLABORATION BETWEEN ENGINEERING STAFF AND OTHER DEPARTMENTS

<u>Supporting Department Objectives:</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Support Public Works staff on infrastructure repair and maintenance projects	90%	100%	95%	100%
Provide timely processing of referrals from Community Development	85%	100%	90%	100%

PROVIDE FRIENDLY AND TIMELY SERVICE TO THE CITIZENS OF EUREKA

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Provide staffing assistance to the Development Division as needed to match workload	50%	90%	70%	100%
Provide direction on controversial issues seeking to find compromises that support progress while protecting City interests and meeting City constraints	50%	100%	85%	100%

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

<u>Supporting Department Objectives:</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
No cost encroachment permits for review and installation of private street trees (number of Assist Keep Eureka Beautiful staff in a timely manner	100%	100%	100%	100%
Coordinate physical work and tree installation schedules with Public Works staff	100%	100%	100%	100%
Incorporate street trees into City-owned sidewalk areas as appropriate	100%	100%	100%	100%

EXPAND AND ENHANCE THE CORE AREA

PERFORMANCE MEASURES:

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



	2013-14	2014-15	2014-15	2015-16
<u>Supporting Department Objectives:</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Promote and program sidewalk cafes	0%	+20%	+5%	+15%
Enhance streetscape elements	10%	+20%	+10%	+15%
Program modernization changes within the Gazebo area	0%	50%	0%	+5%
Support Art in Public Places	50%	100%	75%	+15%
Partner with Developers in Blight Areas	50%	75%	50%	+15%

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



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

	PERFORMANCE MEASURES:			
	2013-14 Actual	2014-15 Target	2014-15 Estimated	2015-16 Target
<u>Supporting Department Objectives:</u>				
Hire I/I Coordinator	Complete	Complete	Complete	Complete
Initiate work on draft I/I project remediation list	10%	100%	25%	100%
Complete I/I remediation project program and incorporate into CIP	10%	100%	0%	50%

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

	PERFORMANCE MEASURES:			
	2013-14 Actual	2014-15 Target	2014-15 Estimated	2015-16 Target
<u>Supporting Department Objectives:</u>				
Continue to direct Brown and Caldwell in the Wastewater Facility Planning process and guide them in completing tasks relevant to City's NPDES permit	50%	75%	65%	100%
Develop strategy to address WWTP capacity	100%	100%	75%	90%
Pursue Sewer Lateral Ordinance modifications to address infiltration and inflow issues	0%	25%	10%	100%

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

	PERFORMANCE MEASURES:			
	2013-14 Actual	2014-15 Target	2014-15 Estimated	2015-16 Target
<u>Supporting Department Objectives:</u>				
Complete Sunset Reconstruction Project design, bidding and construction	N/A	95%	100%	Complete
Reach agreement on onsite/offsite wastewater treatment strategies	N/A	75%	50%	100%
Timely processing of permit referrals from Community Development	N/A	100%	100%	Complete
Complete Design, Bid and Construction Phases of the Hilfiker Lift Station Upgrades	N/A	100%	75%	100%

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

	PERFORMANCE MEASURES:			
	2013-14 Actual	2014-15 Target	2014-15 Estimated	2015-16 Target
<u>Supporting Department Objectives</u>				
Reach agreement on program strategy with stakeholders by October 2013	5%	100%	100%	Complete
Complete Project Study Report (PSR-PDS); Obtain Caltrans Approval by August 2015	0%	100%	95%	100%
Develop program for next steps in project along with schedule for completion	0%	100%	95%	100%
Identify Funding Sources and Develop Funding Strategy (Programming)	0%	25%	25%	100%
Work Closely with Arts Community on Design Ideas and Process thru Arts and Culture	10%	35%	25%	75%
Create Scope of Work for PA&ED Work by June 2016	N/A	N/A	N/A	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



MAKE PROGRESS ON SOUTH GATEWAY PROJECT BY COMPLETING PROJECT STUDY REPORT

	PERFORMANCE MEASURES:			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
<u>Supporting Department Objectives:</u>				
Reach agreement on program strategy with stakeholders by October, 2013	N/A	N/A	N/A	100%
Complete Project Study Report (PSR) by April, 2013	N/A	N/A	N/A	100%
Develop program for next steps in project along with schedule for completion	N/A	N/A	N/A	100%

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

<u>The following projects support the above-referenced goals and policies:</u>	PERFORMANCE MEASURES:			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Salt Marsh Mitigation (\$350K)	30%	80%	50%	65%
Construct C Street Development Project (\$6M)				
Fishermen's Terminal Building	100%	–	–	–
C St. Market Square & Parking Lot	100%	–	–	–
Fishermen's Terminal PV System	40%	100%	100%	100%
C Street Water Sculpture	100%	–	–	–
Waterfront Drive Connection Phase 2 – G	10%	20%	10%	25%
Carson Mill Site Cleanup (\$240K)	90%	100%	95%	100%

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

<u>The following projects support the above-referenced goals and policies:</u>	PERFORMANCE MEASURES:			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Martin Slough Enhancement Project (\$4.4M)	10%	–	15%	–

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

<u>The following projects support the above-referenced goals and policies:</u>	PERFORMANCE MEASURES:			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Ensure Capital Improvement Program includes	Yes	Yes	Yes	Yes
Develop and Revise Engineering Standards	75%	100%	80%	100%
Paving at Regional Public Safety Training Site	10%	100%	30%	100%
EFD Sprinkler and Alarm Systems (\$200K)	5%	100%	100%	–
Design and Construct Tydd Street Water Loop	25%	100%	100%	–
Design and Construct Sunset Avenue	–	75%	45%	100%
Design Mad River Pipeline Phase IV (\$220K)	100%	–	–	–
Construct Mad River Pipeline Phase IV (\$2M)	–	100%	60%	100%
Construct Reservoir Maintenance and Security	25%	100%	50%	50%
Design Mad River Pipeline Phase V (\$220K)	–	30%	10%	–
Construct Mad River Pipeline Phase V (\$2M)	–	100%	100%	–
Design and Construct Water Improvements	30%	100%	50%	100%
Water SCADA Replacement (\$40K)	15%	100%	90%	100%
SCADA Infrastructure Upgrade (\$250K)	25%	100%	90%	100%
Model Water System Infrastructure (\$50K)	60%	100%	80%	100%
Design High Zone Water Pump Station (City)	–	20%	–	20%

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



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

<u>The following projects support the above-referenced goals and policies:</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Ensure Capital Improvement Program includes	Yes	Yes	Yes	Yes
Develop and Revise Engineering Standards	75%	100%	80%	100%
Construct Martin Slough Interceptor (\$6.7M)	95%	100%	100%	–
Design Martin Slough Pump Station (\$1.2M)	100%	–	–	–
Construct Martin Slough Pump St'n (\$5.2M)	3%	100%	90%	100%
Design Martin Slough Force Main (\$400K)	75%	100%	100%	–
Construct Martin Slough Force Main (\$7.6M)	–	50%	–	100%
Digester Maintenance Project (\$300K)	10%	100%	100%	–
Design Biosolids Dewatering Project Phase 2	30%	100%	30%	30%
Construct Biosolids Dewatering Project Phase 2	–	10%	–	–
Design and Construct Standby Generator for	–	–	20%	100%
Design and Construct Hilfiker Lane Dry Well	–	50%	25%	100%
Cross Town Interceptor Assessment (\$85K)	90%	100%	100%	–
Design and Construct Sunset Avenue	–	75%	45%	100%
Lift Station SCADA Replacement (\$60K)	40%	100%	40%	100%
SCADA Infrastructure Upgrade (\$250K)	25%	100%	90%	100%

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 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>			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
No cost Encroachment Permits for sidewalk repairs	48	50	36	50
No cost field surveys for sidewalk repairs by	2	2	2	22
No cost Encroachment Permits for review	20	5	23	50

PROMOTE BICYCLE AND PEDESTRIAN USE OF OUR CITY STREETS

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Require ADA accessible driveways during building	205	200	200	200

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
No cost encroachment permits for review and	13	50	20	50

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

	<u>PERFORMANCE MEASURES:</u>			
	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Sidewalk Cafes	ongoing	ongoing	ongoing	ongoing

PROMOTE CULTURAL ARTS WITHIN THE CORE AREA.

<u>Supporting Department Objectives</u>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <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>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <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>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <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>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <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>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
1. New development shall connect to public	ongoing	ongoing	ongoing	ongoing

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



2. New development shall construct upgrades ongoing ongoing ongoing ongoing

TO ENSURE ADEQUATE WASTEWATER COLLECTION, TREATMENT AND DISPOSAL.

<u>Supporting Department Objectives</u>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <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
4. Require pretreatment of commercial and	ongoing	ongoing	ongoing	ongoing

TO COLLECT AND CONVEY STORMWATER.

<u>Supporting Department Objectives</u>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Encourage use of natural drainage systems.	ongoing	ongoing	ongoing	ongoing

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

<u>Supporting Department Objectives</u>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Through project referral process, ensure water	ongoing	ongoing	ongoing	ongoing

TO PROTECT AND ENHANCE EUREKA'S NATURAL RESOURCES.

<u>Supporting Department Objectives</u>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
1. PALCO Marsh Enhancement	ongoing	ongoing	ongoing	ongoing
2. Through project referrals, ensure protection	ongoing	ongoing	ongoing	ongoing
3. Through building permit referrals, ensure	ongoing	ongoing	ongoing	ongoing

Public Works

DEPARTMENT: Public Works

FUND: General Fund
Gas Tax - Federal/HCAOG

PROGRAM: Engineering - Traffic/Signals

ACCOUNT: 44125



SERVICE LEVEL CHANGES:

Traffic Project Manager position eliminated
Transportation Special Projects Manager position created

COUNCIL GOALS SUPPORTED:

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

<u>Supporting Department Objectives</u>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2015-16 <u>Target</u>
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	
Coordinate meetings with Parking Place Commission	12	12	12	12
Electronic parking meter installation	50%	70%	50%	100%
Electronic parking meter data analysis	100%	100%	100%	100%
Parking Assessment District program	25%	0%	0%	0%
Meetings with Eureka Main Street	1	4	1	4
Parking (on-street & lot) surveys	3	3	2	4
Support Residential Parking Permit program	100%	100%	100%	100%

ADOPT TRAFFIC CALMING MEASURES THAT ENHANCE OUR NEIGHBORHOODS

<u>Supporting Department Objectives</u>	2013-14 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		2015-16 <u>Target</u>
		2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	
Adopt standards for traffic calming devices and measures through development of the Transportation Safety Action Plan with the Transportation Safety Commission	25%	100%	25%	100%
Develop funding strategies for the implementation, evaluation, and monitoring of traffic calming projects and improvements	25%	50%	25%	100%
Incorporate walkability concepts into all community plans and projects	100%	100%	100%	100%
Train, research and maintain current standards of practice	Yes	Yes	Yes	Yes

Public Works

DEPARTMENT: Public Works

FUND: General Fund
Gas Tax - Federal/HCAOG

PROGRAM: Engineering - Traffic/Signals

ACCOUNT: 44125



PROMOTE BICYCLE AND PEDESTRIAN USE OF OUR CITY STREETS

<u>Supporting Department Objectives</u>	<u>2013-14 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Participation and advocacy in Caltrans' Pedestrian and Bicycle Road Safety Audit of Broadway	Yes	Yes	Yes	Yes
Present data to and support Transportation Safety Commission	Yes	Yes	Yes	Yes
Pursue and implement State and Federal funding and grants for bicycle, pedestrian, and transit improvement projects	Yes	Yes	Yes	Yes
Maintain functionality of bicycle & pedestrian activated traffic signals.	Yes	Yes	Yes	Yes
Review development requests with regard to alternate forms of transportation (bike racks, bus stops, etc)	Yes	Yes	Yes	Yes

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

<u>Supporting Department Objectives</u>	<u>2013-14 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Maintain levels of service for the City's existing arterials and collectors to discourage motorists from taking alternate cut-through routes on residential streets	Yes	Yes	Yes	Yes
Pursue previously identified non-freeway alternatives	20%	20%	20%	20%
Review and implementation of requests for parking zones, traffic control & traffic control plans, street lights.	40	40	40	50
Maintain and optimize traffic signal operations	Yes	Yes	Yes	Yes

Public Works

DEPARTMENT: Public Works

FUND: General Fund
Gas Tax - Federal/HCAOG

PROGRAM: Engineering - Traffic/Signals

ACCOUNT: 44125



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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
Review and comment on development projects within the County adjacent to the City of Eureka	Yes	Yes	Yes	Yes
Take a compelling stand during the County's update of the Eureka Community Plan	Yes	Yes	Yes	Yes
Insure that there is a program to mitigate the significant traffic impacts associated with current and projected growth in the unincorporated areas adjacent to the City (ie. traffic impact fees)	0%	10%	0%	10%
Participation in the Greater Eureka Area Travel Model (GEATM) program	Yes	Yes	Yes	Yes

SLOW TRAFFIC IN OUR NEIGHBORHOODS AND ON SIDE STREETS

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 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 Fund
Gas Tax - Federal/HCAOG

PROGRAM: Engineering - Traffic/Signals

ACCOUNT: 44125



REDUCE TRAFFIC ACCIDENT RATES IN THE CITY OF EUREKA

	PERFORMANCE MEASURES:			
	2013-14 Actual	2014-15 Target	2014-15 Estimated	2015-16 Target
<u>Supporting Department Objectives</u>				
Implement engineering solutions to reduce accidents	Yes	Yes	Yes	Yes
Support additional enhanced community education on traffic safety issues	Yes	Yes	Yes	Yes
Conduct traffic safety meetings with EPD	12	12	12	12
Support additional enhanced community education on traffic safety issues	Yes	Yes	Yes	Yes

Public Works

DEPARTMENT: Building
PROGRAM: Construction Regulation

FUND: Building
ACCOUNT: 46200



PROGRAM DESCRIPTION:

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

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 617,400	\$ 569,509	\$ 522,258	\$ 410,153	\$ 419,581
Services and Supplies	372,820	378,447	404,047	224,069	224,069
Capital Outlay	11,715	1,800	1,800	-	-
Total Expenditures	\$1,001,935	\$ 949,756	\$ 928,105	\$ 634,222	\$ 643,650

EXPENDITURES BY FUND:

General Fund - Measure O	\$ -	\$ -	\$ -	\$ -	\$ -
Building Fund	1,001,935	949,756	928,105	634,222	643,650
Total	\$1,001,935	\$ 949,756	\$ 928,105	\$ 634,222	\$ 643,650

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Administrative Technician	-	1.00	1.00	1.00
Building Inspector II	2.00	2.00	2.00	2.00
Chief Building Official	1.00	-	-	-
Permit Specialist	1.00	-	-	-
Plans Examiner / Senior Building Inspector	1.00	1.00	1.00	1.00
Total	5.00	4.00	4.00	4.00

SERVICE LEVEL CHANGES:

- Permit Specialist position eliminated
- Administrative Technician position created
- Transferred from standalone department into a division of Public Works
- Chief Building Official combined with Director of Public Works
- Separation of construction regulation and code enforcement functions for improved tracking of revenues and expenditures

Public Works

DEPARTMENT: Building
 PROGRAM: Construction Regulation

FUND: Building
 ACCOUNT: 46200



COUNCIL GOALS SUPPORTED:

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

Program Goals:

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

PROGRAM OBJECTIVES:

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

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Target</u>	<u>2014-15</u> <u>Estimated</u>	<u>2015-16</u> <u>Target</u>
# of Permits Issued	1,015	1,240	1,100	1,200
# of Inspections Performed	2,903	4,500	3,800	4,000
% of Inspections Done within 24 Hours of Request	100%	100%	100%	100%

Public Works

DEPARTMENT: Building
PROGRAM: Construction Regulation

FUND: Building
ACCOUNT: 46200



<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Target</u>	<u>2014-15</u> <u>Estimated</u>	<u>2015-16</u> <u>Target</u>
<i>(continued)</i>				
% of Complaints Investigated within 24 Hours - Notice of Violation Mailed within 48 Hours	100%	100%	100%	100%
Implement Department Website to Provide Limited On-line Permitting and Permit Applications	Yes	Yes	Yes	Yes
Implement Program of Public Outreach/ Education on the City's Permitting Process	Yes	Yes	Yes	Yes
Implement Program of Ongoing Training for All Staff	Yes	Yes	Yes	Yes
Implement Electronic Plan Review			Yes	Yes

GENERAL PLAN GOALS SUPPORTED:

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

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

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

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

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

Public Works

DEPARTMENT: Building
PROGRAM: Code Enforcement

FUND: Building
ACCOUNT: 46250



PROGRAM DESCRIPTION:

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

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

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ -	\$ -	\$ -	\$ 92,145	\$ 94,113
Services and Supplies	-	-	-	14,368	14,368
Capital Outlay	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ 106,513	\$ 108,481

EXPENDITURES BY FUND:					
General Fund - Measure O	\$ -	\$ -	\$ -	\$ -	\$ -
Building Fund	-	-	-	106,513	108,481
Total	\$ -	\$ -	\$ -	\$ 106,513	\$ 108,481

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Code Enforcement Inspector	-	1.00	1.00	1.00
Code Enforcement Program Manager	1.00	-	-	-
Total	1.00	1.00	1.00	1.00

SERVICE LEVEL CHANGES:

Code Enforcement Program Manager position eliminated
Code Enforcement Inspector position created
Separated code enforcement functions from construction regulation for improved tracking of revenues and expenditures

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

Public Works

DEPARTMENT: Building
PROGRAM: Code Enforcement

FUND: Building
ACCOUNT: 46250



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>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
% of Inspections Done within 24 Hours of Request	100%	100%	100%	100%

Public Works

DEPARTMENT: Building
PROGRAM: Code Enforcement

FUND: Building
ACCOUNT: 46250



<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2013-14 Actual</u>	<u>2014-15 Target</u>	<u>2014-15 Estimated</u>	<u>2015-16 Target</u>
% of Complaints Investigated within 24 Hours - Notice of Violation Mailed within 48 Hours	100%	100%	100%	100%

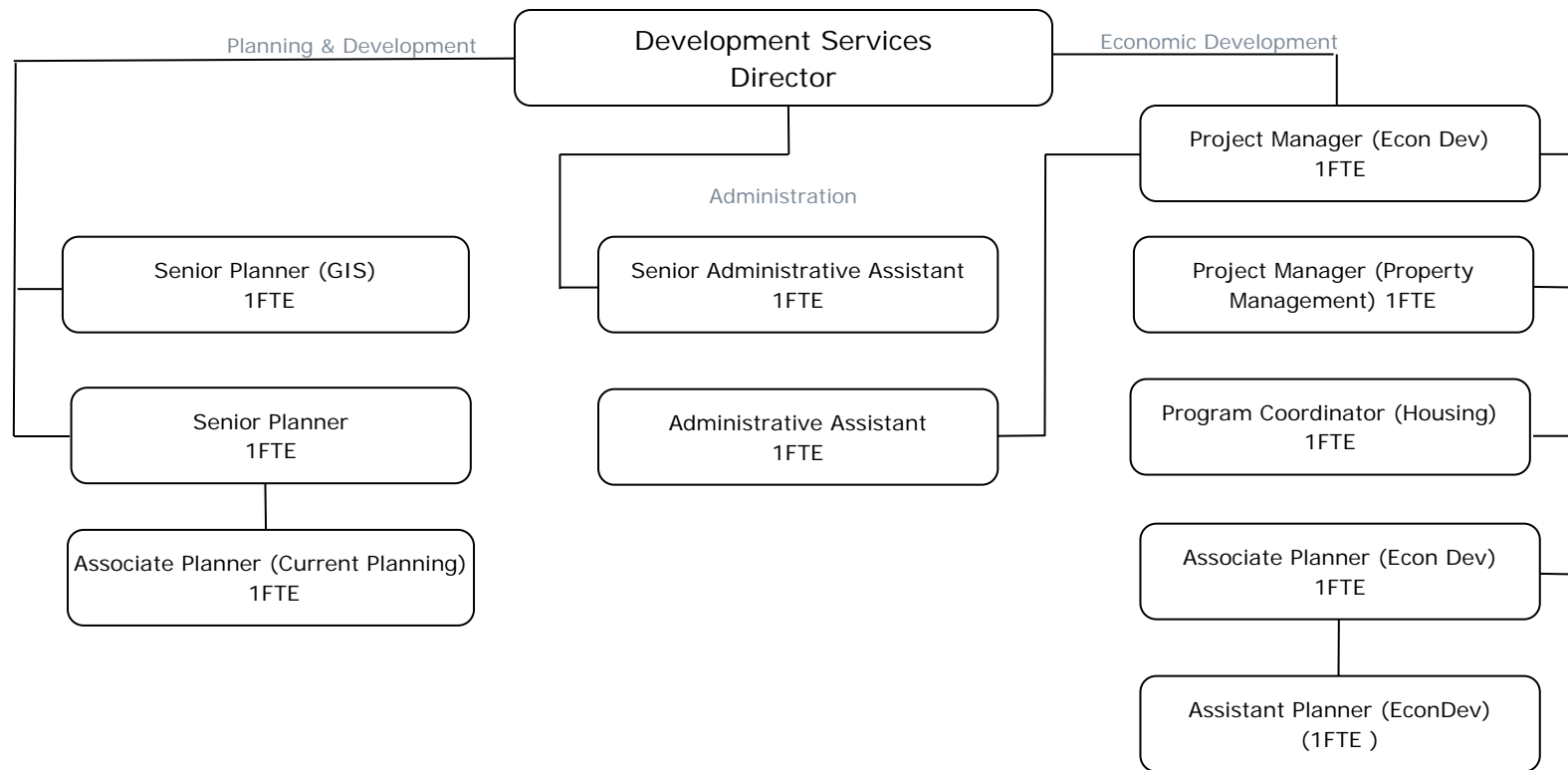
GENERAL PLAN GOALS SUPPORTED:

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 Summary *Development Services*



DEPARTMENT DESCRIPTION:

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

	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Amended</u> <u>Budget</u>	<u>2014-15</u> <u>Estimated</u>	<u>2015-16</u> <u>Budget</u>	<u>2016-17</u> <u>Budget</u>
EXPENDITURES BY PROGRAM:					
Community Development - Administration	\$ 768,469	\$ 811,851	\$ 772,818	\$ 916,826	\$ 932,976
Economic Development	137,081	505,422	546,489	5,464,723	432,741
Housing	221,662	1,769,751	1,601,404	2,240,065	201,466
Property Management	127,274	137,578	136,747	13,465	13,727
Municipal Airport	78,624	63,006	62,965	124,940	125,071
Total	<u>\$1,333,110</u>	<u>\$3,287,608</u>	<u>\$3,120,423</u>	<u>\$8,760,019</u>	<u>\$1,705,981</u>
EXPENDITURES BY CATEGORY:					
Salaries and Benefits	\$ 947,872	\$ 855,772	\$ 797,587	\$ 1,094,148	\$ 1,121,754
Services and Supplies	385,238	2,431,836	2,322,836	7,665,871	584,227
Total	<u>\$ 1,333,110</u>	<u>\$ 3,287,608</u>	<u>\$ 3,120,423</u>	<u>\$ 8,760,019</u>	<u>\$ 1,705,981</u>

Department Summary *Development Services*



	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
EXPENDITURES BY FUND:					
City Funds:					
General Fund	\$ 902,493	\$ 886,983	\$ 889,030	\$ 1,251,534	\$ 1,274,437
HUD/CDBG Prior	4,303	87,800	87,800	235,000	-
RLF Econ Dev PI	800	-	-	-	-
Municipal Airport	78,624	63,006	62,965	124,940	125,071
CDBG Other-TPA	14,322	80,000	1,091,950	858,189	-
CDBG General Allocation	-	-	-	72,000	-
HOME Program	7,522	873,750	5,000	1,020,000	-
Housing RLF CDBG PI	11,469	367,350	110,550	50,000	50,000
CalHOME OOR Grant	-	72,840	72,840	30,000	-
Econ Dev Fund-TPA	26,787	383,000	383,000	4,805,455	-
Rental Rehabilitation	-	100,000	100,000	-	-
Low & Mod Inc	250	-	-	-	-
Housing	10,639	34,950	34,950	61,000	-
City Housing - Low/Mod	177,460	240,861	186,114	148,876	151,466
Water Fund	39,671	41,076	40,606	44,778	45,638
Wastewater Oper Fund	39,671	41,076	40,784	44,782	45,642
Harbor Fund	5,822	6,140	6,099	6,706	6,837
Golf Course	13,277	8,776	8,735	6,759	6,890
Total	\$ 1,333,110	\$ 3,287,608	\$ 3,120,423	\$ 8,760,019	\$ 1,705,981
		<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PERSONNEL:					
Full-time Positions		6.00	12.00	11.00	11.00
Total		6.00	12.00	11.00	11.00

Development Services

DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101



PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 624,289	\$ 628,576	\$ 583,143	\$ 701,623	\$ 717,773
Services and Supplies	144,180	183,275	189,675	215,203	215,203
Total Expenditures	\$ 768,469	\$ 811,851	\$ 772,818	\$ 916,826	\$ 932,976

	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Development Services Director	1.00	1.00	1.00	1.00
Associate Planner	1.00	1.00	1.00	1.00
Principal Planner	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
Total	6.00	6.00	5.00	5.00

SERVICE LEVEL CHANGES:

Senior Administrative position decreased to 0.75 FTE during FY14/15 budget, increased to full-time at re-organization
 Principal Planner position eliminated

Development Services

DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101



COUNCIL GOALS SUPPORTED:

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

	PERFORMANCE MEASURES:			
	2013-14	2014-15	2014-15	2015-16
<u>Supporting Departmental Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Attend meetings of the City Council, Boards and Commissions	95%	95%	95%	95%
Meet "one-on-one" with the City Manager and Assistant City Manager	95%	95%	95%	95%

MAINTAIN DEPARTMENT FINANCIAL RECORDS

	PERFORMANCE MEASURES:			
	2013-14	2014-15	2014-15	2015-16
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Prepare Annual budget	100%	100%	100%	100%
Review and approve Department expenditures	100%	100%	100%	100%

INVENTORY AND MAINTAIN DEPARTMENT SUPPLIES AND EQUIPMENT

	PERFORMANCE MEASURES:			
	2013-14	2014-15	2014-15	2015-16
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<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

	PERFORMANCE MEASURES:			
	2013-14	2014-15	2014-15	2015-16
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Provide direction to program coordinators	100%	100%	100%	100%

Development Services

DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101



COUNCIL GOALS SUPPORTED (Continued):

SUPPORT THE CONTINUED PROFESSIONAL EDUCATION OF ALL COMMUNITY DEVELOPMENT DEPARTMENT PERSONNEL

	PERFORMANCE MEASURES:			
	2013-14	2014-15	2014-15	2015-16
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<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

	PERFORMANCE MEASURES:			
	2013-14	2014-15	2014-15	2015-16
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Prepare Department handouts	90%	100%	100%	100%
Maintain Department web page	90%	100%	100%	100%
Respond in timely manner to public inquiries	90%	100%	90%	100%

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

	PERFORMANCE MEASURES:			
	2013-14	2014-15	2014-15	2015-16
<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	80%	100%	90%	100%
Greet visitors	90%	100%	95%	100%

Current Planning: PROCESS APPLICATIONS FOR PRIVATE DEVELOPMENT

	PERFORMANCE MEASURES:			
	2013-14	2014-15	2014-15	2015-16
<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%	90%	100%
Conduct pre-application meetings with	50%	75%	75%	75%
Keep applicants informed of application	80%	100%	90%	100%
Process applications in timely manner	95%	100%	80%	100%

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

	PERFORMANCE MEASURES:			
	2013-14	2014-15	2014-15	2015-16
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Maintain professional knowledge and	100%	100%	50%	100%

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

	PERFORMANCE MEASURES:			
	2013-14	2014-15	2014-15	2015-16
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Prepare staff report findings and	100%	100%	100%	100%

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

	PERFORMANCE MEASURES:			
	2013-14	2014-15	2014-15	2015-16
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Respond to public inquiries in a timely manner	90%	100%	80%	100%
Attend community meetings	80%	100%	95%	100%

Development Services

DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101



COUNCIL GOALS SUPPORTED (Continued):

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

<u>Supporting Department Objectives</u>	2013-14	2014-15	2014-15	2015-16
	<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

<u>Supporting Department Objectives</u>	2013-14	2014-15	2014-15	2015-16
	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Update annual General Plan conformance	100%	100%	100%	100%

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

<u>Supporting Department Objectives</u>	2013-14	2014-15	2014-15	2015-16
	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Respond to public inquiries in timely	95%	100%	80%	100%
Provide interagency coordination	95%	100%	95%	100%

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

<u>Supporting Department Objectives</u>	2013-14	2014-15	2014-15	2015-16
	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Update General and Zoning Ordinances as	85%	100%	90%	100%
Update the Housing Element			100%	100%
Implement the Housing Element	95%	100%	95%	100%

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

<u>Supporting Department Objectives</u>	2013-14	2014-15	2014-15	2015-16
	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Process applications for long range	100%	100%	100%	100%

Enforcement: ENDEAVOR TO OBTAIN VOLUNTARY COMPLIANCE FOR VIOLATIONS OF CITY

<u>Supporting Department Objectives</u>	2013-14	2014-15	2014-15	2015-16
	<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	100%	100%	100%	100%

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

<u>Supporting Department Objectives</u>	2013-14	2014-15	2014-15	2015-16
	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Attend CIT meetings	95%	100%	95%	100%
Communicate regularly with team members	95%	100%	95%	100%

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

<u>Supporting Department Objectives</u>	2013-14	2014-15	2014-15	2015-16
	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Communicate and cooperate with outside	100%	100%	100%	100%

Development Services

DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101



Environmental: PROVIDE SUPPORT TO THE COMMUNITY DEVELOPMENT DEPARTMENT AND OTHER

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Assist in preparation of environmental	100%	100%	50%	100%
Process environmental clearances for city	100%	100%	50%	100%

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Respond to public inquiries in a timely manner	90%	100%	50%	100%
Attend community meetings	90%	100%	50%	100%

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Continue professional development through	80%	100%	25%	100%

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Create Economic Development Web Portal	NO	YES	YES	YES
Create, and manage, City of Eureka	NO	NO	NO	YES
Accurately and timely mapping of Business-	NO	YES	NO	YES

GIS: LEAD OUR REGION BY SUPPORTING ECONOMIC DEVELOPMENT SOLUTIONS

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Create Economic Development Web Portal	NO	YES	YES	YES
Create, and manage, City of Eureka Economic	NO	NO	NO	YES
Accurately and timely mapping of Business-	NO	YES	NO	YES

GIS: BECOME THE VISITOR-SERVING HUB OF THE REGION

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Provide regional mapping agencies with timely	YES	YES	YES	YES
Create, and manage, City of Eureka Visitor-	NO	NO	NO	YES

GIS: BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Primary steward of geospatial data for the	YES	YES	YES	YES
Maintain effective working relationships	YES	YES	YES	YES
Create and host a timely and accurate web-	NO	YES	NO	YES

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Participate in the creation of a greater	YES	YES	YES	YES
Create and steward timely and accurate	YES	YES	NO	YES

Development Services

DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101



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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Create Economic Development Web Portal	NO	YES	YES	YES
Create, and manage, City of Eureka	NO	NO	NO	YES
Accurately and timely mapping of Business-	NO	YES	NO	YES

GIS: ESTABLISH A COMPREHENSIVE HISTORICAL PRESERVATION PLAN

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Create and steward historical property	NO	YES	YES	YES
Create and manage historical properties	NO	NO	YES	YES

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Create and steward parking, business and	YES	YES	YES	YES
Provide mapping and analysis of downtown	NO	YES	NO	YES
Utilize data from the greater Eureka area	NO	YES	NO	YES

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Provide geospatial framework for Trak-it,	YES	YES	YES	YES
Create and manage browser-based,	NO	NO	NO	YES
Accurately and timely mapping of all City of	NO	YES	NO	YES
Create and manage web-version of	NO	YES	YES	YES

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Create timely and accurate street light	YES	YES	YES	YES
Work with public and private entities to	NO	NO	NO	YES

GIS: MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Create and steward fire and emergency	YES	YES	YES	YES
Work with potential contractors to provide	YES	YES	YES	YES
Provide timely support of fire and	NO	YES	NO	YES

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Create and steward comprehensive	YES	YES	YES	YES
Conduct public safety facilities analysis	NO	NO	NO	YES
Create and steward un-reinforced masonry	YES	YES	YES	YES
Conduct URM and hazard analysis	NO	NO	NO	YES

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

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

Development Services

DEPARTMENT: Development Services
PROGRAM: Community Development

FUND: General
ACCOUNT: 46101



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

PERFORMANCE MEASURES:

	2013-14	2014-15	2014-15	2015-16
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Create Eureka street tree dataset	YES	YES	YES	YES
Maintain timely and accurate Eureka street	NO	YES	NO	YES
Work with local contractors to develop	YES	NO	NO	YES

GIS: Assistance to Police Department

PERFORMANCE MEASURES:

	2013-14	2014-15	2014-15	2015-16
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Provide EPD with GIS Administration for	NO	NO	YES	YES
Assist EPD Staff with Mapping and	NO	NO	YES	YES
Provide EPD with GIS Analyst for	NO	NO	YES	YES

GIS: Assistance to Fire Department

PERFORMANCE MEASURES:

	2013-14	2014-15	2014-15	2015-16
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Provide Humboldt Bay Fire with GIS	NO	NO	YES	YES
Assist HBF Staff with Mapping and	NO	NO	YES	YES
Provide HBF with GIS Analyst for	NO	NO	YES	YES

GIS: Asset Management Preparation

PERFORMANCE MEASURES:

	2013-14	2014-15	2014-15	2015-16
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Compile Infrastructure Datasets to be Used	YES	YES	YES	YES
Research and Compile Standard Attributes	YES	YES	YES	YES
Begin research into GIS-based and	NO	NO	NO	YES
Audit Existing GIS Files to Ensure	NO	NO	NO	YES

Development Services

DEPARTMENT: Development Services

FUND: HUD/CDBG Prior Fund
RLF Economic Development PI
Economic Development Fund-TPA



PROGRAM: Economic Development

ACCOUNT: 46510

PROGRAM MISSION:

The mission of the Economic Development program is to improve the City's quality of life while encouraging **diversity in the economic base, creating opportunity for businesses and developing a sustainable future** for local residents through job retention, creation and attraction

PROGRAM DESCRIPTION:

The Economic Development program provides staff support to encourage business start-ups and expansions as well as various economic development activities within the City of Eureka (i.e. Foreign Trade Zone, Business Loans and EDA, CDBG and including other grant projects). Funds for this program come from loan repayments on Community Development Block Grant (CDBG) economic development grants/loans. Economic Development staff are responsible for administering the activities supported by this program on behalf of the City of Eureka. 2013/14 and 2014/15 Carson Block Rehabilitation \$5.3 million CDBG Construction project will be in progress.

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 101,970	\$ -	\$ 41,067	\$ 263,960	\$ 272,433
Services and Supplies	35,111	505,422	505,422	5,200,763	160,308
Total Expenditures	\$ 137,081	\$ 505,422	\$ 546,489	\$ 5,464,723	\$ 432,741
EXPENDITURES BY FUND					
General Fund	\$ 105,191	\$ 34,622	\$ 75,689	\$ 424,268	\$ 432,741
HUD/CDBG Prior Fund	4,303	87,800	87,800	235,000	-
RLF Economic Development PI	800	-	-	-	-
Economic Development Fund-TPA	26,787	383,000	383,000	4,805,455	-
Total Resources	\$ 137,081	\$ 505,422	\$ 546,489	\$ 5,464,723	\$ 432,741

Development Services

DEPARTMENT: Development Services

FUND: HUD/CDBG Prior Fund
RLF Economic Development PI
Economic Development Fund-TPA



PROGRAM: Economic Development

ACCOUNT: 46510

	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Budget</u>	<u>2016-17</u> <u>Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Assistant Planner	-	1.00	1.00	1.00
Associate Planner	-	1.00	1.00	1.00
Project Manager	-	1.00	1.00	1.00
Senior Administrative Assistant	-	1.00	1.00	1.00
Total	-	4.00	4.00	4.00

SERVICE LEVEL CHANGES:

Economic Development Manager position revived during re-organization. Eliminated for proposed budget
Senior Administrative Assistant position created
Project Manager (Economic Development) moved from City Manager
Associate Planner (Economic Development) position created
Assistant Planner (Economic Development) position created.

COUNCIL GOALS SUPPORTED:

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

	PERFORMANCE MEASURES:			
	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Target</u>	<u>2014-15</u> <u>Estimated</u>	<u>2015-16</u> <u>Target</u>
<u>Supporting Departmental Objectives</u>				
Attend and participate in planning meetings	15	17	15	15
Market to companies in the industry clusters	75%	80%	80%	80%

Development Services

DEPARTMENT: Development Services

FUND: HUD/CDBG Prior Fund
RLF Economic Development PI
Economic Development Fund-TPA



PROGRAM: Economic Development

ACCOUNT: 46510

**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>	PERFORMANCE MEASURES:			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Business Loans Processed	0	1	1	1
Business Meetings	25	25	25	25
Attend CAEZ Quarterly Board Meetings	5	5	5	5
Enterprise Zone Expansion	N/A	100%	30%	100%
Business Licenses waived	110	125	125	125
Hiring Tax Credit Vouchers Issued	1052	1000	1000	1000
Marketing Ads Placed	5	3	3	3
Presentations to Local Business Groups	4	5	5	5
Market/administer State & Federal Programs	100%	100%	100%	100%
Enterprise Zone				
CDBG				
EDA				
Industrial Development Bonds				
Employment Training Programs				
Foreign Trade Zone				
Attend CALED Quarterly Board Meetings	5	5	5	5
Attend Upstate Board Meetings	4	4	3	4
Attend Eureka Main Street Board Meetings	9	10	8	10
Attend North Coast SBDC Board Meetings	6	6	5	6
CALBIS/UPSTATE RFP Responses	1	1	1	1
Businesses assisted by Ombudsman	5	5	5	5
California Enterprise Development Authority Membership/Board Meetings	11	12	11	12
Business Site Visit	10	12	10	12

LEAD OUR REGION BY SUPPORTING ECONOMIC DEVELOPMENT SOLUTIONS

<u>Supporting Department Objectives</u>	PERFORMANCE MEASURES:			
	2013-14 <u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	2015-16 <u>Target</u>
Attend Upstate Board Meetings	4	4	3	4
Marketing Ads Placed	5	3	3	3
Attend CALED Quarterly Board Meetings	5	5	5	5
Attend CAEZ Quarterly Board Meetings	5	5	5	5
Business Development Workshops Sponsored	4	4	4	4
Obtain Enterprise Zone Expansion		100%	30%	100%

Development Services

DEPARTMENT: Development Services

FUND: HUD/CDBG Prior Fund
RLF Economic Development PI
Economic Development Fund-TPA



PROGRAM: Economic Development

ACCOUNT: 46510

ACHIEVE CONSISTENT INCREASES IN THE NUMBER OF LIVING-WAGE EMPLOYERS

<u>Supporting Departmental Objectives</u>	2013-14	<u>PERFORMANCE MEASURES:</u>		2015-16
	<u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	<u>Target</u>
Attend Upstate Board Meetings	80%	100%	80%	100%
Marketing Ads Placed	5	3	3	3
Business Packets Distributed	51	60	75	60
Coastal Dependent Industrial ERTN	1	1	1	1
RFP's Issued	2	2	2	2
Proposals Evaluated with RAB Criteria	1	1	1	1
California Enterprise Development Authority Membership/Board Meetings	11	12	11	12

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

<u>Supporting Departmental Objectives</u>	2013-14	<u>PERFORMANCE MEASURES:</u>		2015-16
	<u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	<u>Target</u>
Meetings with State/Federal Legislators/Staff	5	10	8	10
Letters to Support/Oppose Legislation	10	50	50	50

BECOME THE VISITOR-SERVING HUB OF THE REGION

<u>Supporting Departmental Objectives</u>	2013-14	<u>PERFORMANCE MEASURES:</u>		2015-16
	<u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	<u>Target</u>
Marketing Ads Placed	5	3	3	3
Support the Mural Program	100%	100%	100%	100%
Provide Funding to Eureka Main Street	100%	100%	100%	100%

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Departmental Objectives</u>	2013-14	<u>PERFORMANCE MEASURES:</u>		2015-16
	<u>Actual</u>	2014-15 <u>Target</u>	2014-15 <u>Estimated</u>	<u>Target</u>
Attend Broadband Workshops	1	1	1	1
Meetings with State/Federal Legislators/Staff	5	10	8	10
Meetings With CALTRANS to improve Regional Transportation	Yes	Yes	Yes	Yes
Coordinate Regional Broadband Grant	N/A	1	1	1

Development Services

DEPARTMENT: Development Services

FUND: HUD/CDBG Prior Fund
 RLF Economic Development PI
 Economic Development Fund-TPA



PROGRAM: Economic Development

ACCOUNT: 46510

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

	PERFORMANCE MEASURES:			
	2013-14	2014-15	2014-15	2015-16
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Providing Access to the Following Programs	100%	100%	100%	100%
Enterprise Zone				
Business Loan				
State/Federal Loans/Grant programs				
Development Assistance Programs				

Development Services

DEPARTMENT: Development Services

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



PROGRAM: Housing Programs

ACCOUNT: 46310 & 46320

PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

LOAN PROGRAMS

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

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

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

GRANT PROGRAMS:

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

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

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

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

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

STATE GRANTS AWARDED

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

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

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

Development Services

DEPARTMENT: Development Services

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



PROGRAM: Housing Programs

ACCOUNT: 46310 & 46320

PROGRAM EXPENDITURES:	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated	2015-16 Budget	2016-17 Budget
Salaries and Benefits	\$ 109,705	\$ 112,255	\$ 59,308	\$ 110,976	\$ 113,566
Materials and Services	111,957	1,657,496	1,542,096	2,129,089	87,900
Total Expenditures	\$ 221,662	\$ 1,769,751	\$ 1,601,404	\$ 2,240,065	\$ 201,466

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

SERVICE LEVEL CHANGES:

Housing Division was transferred from the Building & Housing Department

COUNCIL GOALS SUPPORTED:

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

Development Services

DEPARTMENT: Development Services

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



PROGRAM: Housing Programs

ACCOUNT: 46310 & 46320

	<u>PERFORMANCE MEASURES:</u>		
	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Target</u>	<u>2014-15</u> <u>Estimated</u>
<u>Supporting Departmental Objectives</u>			
2016 State CDBG Homebuyer & Paint Up-Fix Up Program Grant Application	N/A	N/A	N/A
State HOME Grant Award for Danco 50 Units of Senior Affordable Housing	None	Awarded	Awarded
Update Policies & Procedures of the City's Rehabilitation Program	No	No	No
Humboldt Housing & Homeless Coalition Grant Writing Consultant Fees	Yes	Yes	Yes
CDBG Homebuyer Program Amendments & New Lender Selection	Yes	Yes	Yes
Homebuyer Loans (9-12 Loans)	None	9	4
Housing Rehabilitation Loans	1	1	1
Rental Rehabilitation Loan (Fund 285)	None	1	1
Loan Modifications (Deferred, Amortized)	None	4	4
Loan Subordination	4	2	2
Loans Paid In Full (2 Short Sales)	7	3	3
Loan Maturities	1	3	3
Lead Based Paint Grants (w/Rehab. Loan)	None	None	None
Small Senior Home Repair Grants	50	30	30
Relocation Grants (w/Rehab. Loan)	None	None	None
Graffiti Removal Grants	None	2	2

Development Services

DEPARTMENT: Development Services

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



PROGRAM: Property Management

ACCOUNT: 44510

PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 106,298	\$ 109,194	\$ 108,363	\$ 11,726	\$ 11,988
Services and Supplies	20,976	28,384	28,384	1,739	1,739
Total Expenditures	\$ 127,274	\$ 137,578	\$ 136,747	\$ 13,465	\$ 13,727

EXPENDITURES BY FUND:

General Fund	\$ 108,175	\$ 122,662	\$ 121,913	\$ -	\$ -
Harbor Fund	5,822	6,140	6,099	6,706	6,837
Golf Course Fund	13,277	8,776	8,735	6,759	6,890
Redevelopment Admin	-	-	-	-	-
SA - Econ Dev Admin	-	-	-	-	-
Total	\$ 127,274	\$ 137,578	\$ 136,747	\$ 13,465	\$ 13,727

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Project Manager	-	0.95	0.95	0.95
Total	-	0.95	0.95	0.95

SERVICE LEVEL CHANGES:

Property Management Division was transferred from Public Works - Engineering Department

Development Services

DEPARTMENT: Development Services

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



PROGRAM: Property Management

ACCOUNT: 44510

COUNCIL GOALS SUPPORTED:

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

<u>Supporting Department Objectives</u>	2012-13 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>	
		2013-14 <u>Target</u>	2013-14 <u>Estimated</u>
Consumer Price Index Adjustments	70%	70%	70%

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Department Objectives</u>	2012-13 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>	
		2013-14 <u>Target</u>	2013-14 <u>Estimated</u>
Respond in timely manner to phone messages	95%	100%	95%
Respond to work requests in a timely manner	83%	95%	83%
Update website with applicable information	1	10	5

Development Services

DEPARTMENT: Development Services
PROGRAM: Municipal Airport

FUND: Airport
ACCOUNT: 44520



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Salaries and Benefits	\$ 5,610	\$ 5,747	\$ 5,706	\$ 5,863	\$ 5,994
Services and Supplies	73,014	57,259	57,259	119,077	119,077
Total Expenditures	\$ 78,624	\$ 63,006	\$ 62,965	\$ 124,940	\$ 125,071

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
Project Manager	-	0.05	0.05	0.05
Total	-	0.05	0.05	0.05

Service Level Changes:

Property Management Division was transferred from Public Works - Engineering Department

Development Services

DEPARTMENT: Development Services
PROGRAM: Municipal Airport

FUND: Airport
ACCOUNT: 44520



COUNCIL GOALS SUPPORTED:

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

<u>Supporting Department Objectives</u>	<u>2012-13 Actual</u>	<u>PERFORMANCE MEASURES:</u>		<u>2014-15 Target</u>
		<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	
Consumer Price Index Adjustments	0%	80%	0%	0%
Apply for funding for Capital Improvement Projects	0	1	0	1

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Department Objectives</u>	<u>2012-13 Actual</u>	<u>PERFORMANCE MEASURES:</u>		<u>2014-15 Target</u>
		<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	
Respond in timely manner to phone messages	100%	100%	100%	100%
Respond to work request in a timely manner	100%	100%	100%	100%
Update website with applicable information	1	1	1	3

Development Services

DEPARTMENT: Development Services
PROGRAM: Golf Course

FUND: Golf Course
ACCOUNT: 44510



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

COUNCIL GOALS SUPPORTED:

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 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>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Respond in timely manner to phone messages	100%	100%	100%	100%
Update website with applicable information	0	12	5	12

Non-Operating



Debt Service

Interfund Transfers



Department Summary *Non-Operating*



DEPARTMENT DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
EXPENDITURES BY PROGRAM:					
Debt Service	\$ 3,748,548	\$ 6,269,086	\$ 6,679,668	\$ 6,542,012	\$ 6,087,315
Interfund transfers	17,642,353	4,498,956	9,746,173	5,121,527	4,571,453
	<u>\$21,390,901</u>	<u>\$ 10,768,042</u>	<u>\$ 16,425,841</u>	<u>\$ 11,663,539</u>	<u>\$ 10,658,768</u>
EXPENDITURES BY FUND					
General Fund	155,145	151,565	151,565	281,107	281,107
Measure O	3,658,312	3,735,065	3,726,554	4,241,142	4,347,170
Parking Meter Fund	24,936	-	-	-	-
SA - Housing	(43,048)	-	-	-	-
SA - Debt Svc	1,799,284	2,579,604	2,990,186	3,903,116	2,792,317
Water	967,266	1,826,527	7,082,255	1,765,015	1,765,015
Wastewater	14,652,778	2,132,053	2,132,053	1,298,876	1,298,876
Harbor Fund	91,638	282,826	282,826	174,283	174,283
Information Technology Operations	60,396	60,402	60,402	-	-
Redevelopment Administration	24,194	-	-	-	-
Total Resources	<u>\$21,390,901</u>	<u>\$ 10,768,042</u>	<u>\$ 16,425,841</u>	<u>\$ 11,663,539</u>	<u>\$ 10,658,768</u>

Non-Operating



DEPARTMENT: Non-Operating

PROGRAM: Debt service

PROGRAM DESCRIPTION:

Debt service includes Capital Leases, Revenue Bonds and Interfund Advances

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Debt Service	<u>\$ 3,748,548</u>	<u>\$ 6,269,086</u>	<u>\$ 6,679,668</u>	<u>\$ 6,542,012</u>	<u>\$ 6,087,315</u>
EXPENDITURES BY FUND:					
General Fund	\$ 155,145	\$ 151,565	\$ 151,565	\$ 281,107	\$ 281,107
Measure O	215,490	129,542	129,542	-	-
SA - Debt Svc	1,338,220	2,579,604	2,990,186	3,022,731	2,568,034
Water	967,266	1,766,527	1,766,527	1,765,015	1,765,015
Wastewater	895,457	1,298,620	1,298,620	1,298,876	1,298,876
Harbor Fund	91,638	282,826	282,826	174,283	174,283
Parking Meter Fund	24,936	-	-	-	-
Information Technology Operations	60,396	60,402	60,402	-	-
Total	<u>\$ 3,748,548</u>	<u>\$ 6,269,086</u>	<u>\$ 6,679,668</u>	<u>\$ 6,542,012</u>	<u>\$ 6,087,315</u>

Non-Operating



DEPARTMENT Non-Operating
 PROGRAM: Interfund transfers

PROGRAM DESCRIPTION:

Interfund transfers primarily represent operating subsidies.

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
PROGRAM EXPENDITURES:					
Interfund transfers	\$17,642,353	\$ 4,498,956	\$ 9,746,173	\$ 5,121,527	\$ 4,571,453
EXPENDITURES BY FUND					
Measure O	\$ 3,442,822	\$ 3,605,523	\$ 3,597,012	\$ 4,241,142	\$ 4,347,170
SA - Housing	(43,048)	-	-	-	-
SA - Debt Svc	461,064	-	-	880,385	224,283
Water Fund	-	60,000	5,315,728	-	-
Wastewater Operations Fund	13,757,321	833,433	833,433	-	-
Redevelopment Administration	24,194	-	-	-	-
Total	\$17,642,353	\$ 4,498,956	\$ 9,746,173	\$ 5,121,527	\$ 4,571,453



Section D
Fund Summaries



Fund Summaries



OVERVIEW

This section summarizes revenues, capital improvements, and changes in Working Capital for each of the City's operating funds. Changes in Working Capital are provided for the previous fiscal year (2014-15), and the fiscal year covered by the 2015-16 Adopted Budget.

The following funds are included in this section:

CITY FUNDS:

General Funds

- General Fund
- Measure O

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

Trust and Agency Funds

- Fire and Police Retirement Fund.

EUREKA REDEVELOPMENT AGENCY (ERA) & SUCCESSOR AGENCY FUNDS:

Private Purpose Trust Fund

- Successor Agency Economic Development Administration Fund

Capital Projects Funds

- Successor Agency Capital Projects Funds

General Funds



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

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

FUND SUMMARIES - CITY FUNDS

GENERAL FUNDS

	General	Measure "O"
Working Capital-7/1/14	1,174,263	-
SOURCES:		
Revenues:		
Taxes	16,402,700	4,124,000
Licenses, Permits & Franchises	943,200	-
Intergovernmental	2,450,929	-
Charges for Services	1,264,991	-
Fines & Forfeits	234,200	-
Miscellaneous	156,310	-
Transfers from Other Funds	3,717,012	-
Total Sources	25,169,342	4,124,000
USES:		
Operating Budgets	25,166,151	397,446
Debt Service	151,565	129,542
Projects	350,000	-
Transfers to Other Funds	-	3,597,012
Total Uses	25,667,716	4,124,000
Working Capital-6/30/15	675,889	-
SOURCES:		
Revenues:		
Taxes	17,133,176	4,241,142
Licenses, Permits & Franchises	1,267,800	-
Intergovernmental	2,381,510	-
Charges for Services	1,188,900	-
Fines & Forfeits	208,642	-
Miscellaneous	135,459	-
Transfers from Other Funds	4,241,142	-
Total Sources	26,556,629	4,241,142
USES:		
Operating Budgets	25,873,407	-
Debt Service	281,107	-
Projects	320,000	-
Transfers to Other Funds	-	4,241,142
Total Uses	26,474,514	4,241,142
Working Capital-6/30/16	758,004	-
SOURCES:		
Revenues:		
Taxes	16,956,457	4,347,170
Licenses, Permits & Franchises	1,267,800	-
Intergovernmental	2,403,215	-
Charges for Services	1,188,900	-
Fines & Forfeits	210,659	-
Miscellaneous	135,484	-
Transfers from Other Funds	4,347,170	-
Total Sources	26,509,685	4,347,170
USES:		
Operating Budgets	25,983,039	-
Debt Service	281,107	-
Projects	120,000	-
Transfers to Other Funds	-	4,347,170
Total Uses	26,384,146	4,347,170
Working Capital-6/30/17	883,543	-

Special Revenue Funds



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

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

Special Revenue Funds



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

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	Economic Development	Habitat Acquisition & Restoration	Environmental Programs	Capital Improvements
Working Capital-7/1/14	239,367	-	65,535	4,554
SOURCES:				
Revenues	1,624,336	263,310	132,000	-
Total Sources	524,336	263,310	132,000	-
USES:				
Operating Budgets	1,562,750	-	77,982	-
Projects	-	259,309	-	-
Total Uses	470,800	259,309	77,982	-
Working Capital-6/30/15	300,049	4,001	119,553	4,554
SOURCES:				
Revenues	5,663,644	-	45,000	-
Transfers from Other Funds	-	-	-	-
Total Sources	4,805,455	-	45,000	-
USES:				
Operating Budgets	5,898,644	-	61,148	-
Projects	-	-	-	-
Total Uses	5,040,455	-	61,148	-
Working Capital-6/30/16	65,049	4,001	103,405	4,554
SOURCES:				
Revenues	-	-	45,000	-
Transfers from Other Funds	-	-	-	-
Total Sources	-	-	45,000	-
USES:				
Operating Budgets	-	-	41,148	-
Total Uses	-	-	41,148	-
Working Capital-6/30/17	65,953	4,001	107,257	4,554

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	Demolition Projects	Airport	Hazmat Response	CPR
Working Capital-7/1/14	(967,201)	62,900	260,807	20,261
SOURCES:				
Revenues	325,000	21,000	51,908	20,000
Total Sources	325,000	21,000	51,908	20,000
USES:				
Operating Budgets	-	62,965	312,715	40,261
Projects	296,708	-	-	-
Total Uses	296,708	62,965	312,715	40,261
Working Capital-6/30/15	(938,909)	20,935	-	-
SOURCES:				
Revenues	-	21,000	-	-
Transfers from Other Funds	-	-	-	-
Total Sources	-	21,000	-	-
USES:				
Operating Budgets	-	124,940	-	-
Projects	50,000	-	-	-
Total Uses	50,000	124,940	-	-
Working Capital-6/30/16	(988,909)	(83,005)	-	-
SOURCES:				
Revenues	-	21,000	-	-
Transfers from Other Funds	-	-	-	-
Total Sources	-	21,000	-	-
USES:				
Operating Budgets	-	125,071	-	-
Total Uses	-	125,071	-	-
Working Capital-6/30/17	(988,909)	(187,076)	-	-

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	Housing	Gas Tax/ State Highway	Police Special Revenue	Parking Fund
Working Capital-7/1/14	2,485,917	432,062	459,846	18,334
SOURCES:				
Revenues	97,000	3,299,929	366,245	146,130
Total Sources	97,000	3,299,929	366,245	146,130
USES:				
Operating Budgets	509,454	800,820	622,391	107,258
Projects	-	1,941,876	-	15,000
Total Uses	115,550	2,742,696	622,391	122,258
Working Capital-6/30/15	1,464,392	989,295	203,700	42,206
SOURCES:				
Revenues	50,000	686,725	180,000	174,130
Transfers from Other Funds	706,102	-	-	-
Total Sources	100,000	686,725	180,000	174,130
USES:				
Operating Budgets	1,381,876	757,598	479,588	164,739
Projects	-	724,478	-	15,000
Total Uses	1,142,000	1,482,076	479,588	179,739
Working Capital-6/30/16	422,392	193,944	(95,888)	36,597
SOURCES:				
Revenues	50,000	583,725	180,000	174,130
Transfers from Other Funds	50,000	-	-	-
Total Sources	100,000	583,725	180,000	174,130
USES:				
Operating Budgets	201,466	750,332	129,588	167,240
Total Uses	50,000	750,332	129,588	167,240
Working Capital-6/30/17	472,392	27,337	(45,476)	43,487

Enterprise Funds



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

- **Water Utility:**

Water Utility Fund - 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.

- **Wastewater Utility:**

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

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

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

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

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

FUND SUMMARIES - CITY FUNDS

ENTERPRISE FUNDS

	Water Operating	Water Capital	Wastewater Operating	Wastewater Capital
Working Capital-7/1/14	12,407,906	-	2,635,497	9,931,369
REVENUES:				
User fees	7,225,350	-	6,470,800	-
Other revenues	-	-	5,000	4,553,519
Transfers and/or contributions	-	5,255,728	-	773,433
Total Sources	7,225,350	5,255,728	6,475,800	5,326,952
EXPENSES:				
Operating Expenses	5,371,048	-	5,903,975	-
Capital Projects	372,447	-	-	9,917,193
Debt service	1,766,527	-	1,298,620	-
Transfers to/(from) Other Funds	5,315,728	-	833,433	-
Total Uses	12,825,750	-	8,036,028	9,917,193
Working Capital-6/30/15	6,807,506	5,255,728	1,075,269	5,341,128
REVENUES:				
User fees	7,804,649	-	6,903,305	-
Other revenues	-	-	-	-
Transfers and/or contributions	-	-	-	-
Total Sources	7,804,649	-	6,903,305	-
USES:				
Operating Expenses	6,075,815	-	5,769,717	-
Capital Projects	32,000	658,070	32,000	2,485,827
Debt Service	1,765,015	-	1,298,876	-
TOTAL USES	7,872,830	658,070	7,100,593	2,485,827
Working Capital-6/30/16	6,739,325	4,597,658	877,981	2,855,301
REVENUES:				
User fees	7,153,219	-	5,842,844	-
Other revenues	-	-	-	-
Transfers and/or contributions	-	-	-	-
Total Sources	7,153,219	-	5,842,844	-
USES:				
Operating Expenses	6,433,645	-	5,821,821	-
Capital Projects	12,000	2,240,000	12,000	2,855,000
Debt Service	1,765,015	-	1,298,876	-
TOTAL USES	8,210,660	2,240,000	7,132,697	2,855,000
Working Capital-6/30/17	5,681,884	2,357,658	(411,872)	301

FUND SUMMARIES - CITY FUNDS

ENTERPRISE FUNDS

	Transit	Humboldt Bay Operating	Building Fund	Municipal Golf Course
Working Capital-7/1/14	249,207	(483,549)	(311,231)	222,250
REVENUES:				
User fees	328,555	-	134,000	-
Other revenues	1,413,611	948,293	685,000	25,000
Transfers and/or contributions	-	-	-	-
Total Sources	1,742,166	948,293	819,000	25,000
EXPENSES:				
Operating Expenses	1,746,178	728,032	928,105	8,735
Capital Projects	-	-	-	119,592
Debt service	-	282,826	-	-
Transfers to/(from) Other Funds	-	-	-	-
Total Uses	1,746,178	1,010,858	928,105	128,327
Working Capital-6/30/15	245,195	(546,114)	(420,336)	118,923
REVENUES:				
User fees	341,000	-	122,000	-
Other revenues	1,722,467	699,354	699,000	25,000
Transfers and/or contributions	-	174,283	-	-
Total Sources	2,063,467	873,637	821,000	25,000
USES:				
Operating Expenses	2,056,092	829,924	740,735	6,759
Capital Projects	127,014	100,000	-	120,453
Debt Service	-	174,283	-	-
TOTAL USES	2,183,106	1,104,207	740,735	127,212
Working Capital-6/30/16	125,556	(776,684)	(340,071)	16,711
REVENUES:				
User fees	341,000	-	122,000	-
Other revenues	1,478,326	699,354	699,000	25,000
Transfers and/or contributions	-	174,283	-	-
Total Sources	1,819,326	873,637	821,000	25,000
USES:				
Operating Expenses	1,841,614	837,118	752,131	6,890
Capital Projects	54,866	-	-	-
Debt Service	-	174,283	-	-
TOTAL USES	1,896,480	1,011,401	752,131	6,890
Working Capital-6/30/17	48,402	(914,448)	(271,202)	34,821

Internal Service Funds



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

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

FUND SUMMARIES - CITY FUNDS

INTERNAL SERVICE FUNDS

	Risk Management	Equipment Operations	Information Technology Operations	Internal Operations
Working Capital-7/1/14	7,780	1,954,842	36,574	1,958
SOURCES:				
Revenues	1,984,012	1,493,345	1,295,651	3,374,067
Transfers and/or contributions	-	-	-	-
Total Sources	1,984,012	1,493,345	1,295,651	3,374,067
USES:				
Operating Budgets	1,987,611	2,008,162	1,064,689	3,255,272
Capital Projects	-	-	-	113,000
Debt service	-	-	60,402	-
Total Uses	1,987,611	2,008,162	1,125,091	3,368,272
Working Capital-6/30/15	4,181	1,440,025	207,134	7,753
SOURCES:				
Revenues	2,031,039	2,207,682	1,447,925	3,732,008
Transfers and/or contributions	-	-	-	-
Total Sources	2,031,039	2,207,682	1,447,925	3,732,008
USES:				
Operating Budgets	2,009,000	2,185,852	1,291,057	3,699,137
Capital Projects	-	-	-	-
Debt service	-	-	-	-
Transfers Out	-	-	-	-
Total Uses	2,009,000	2,185,852	1,291,057	3,699,137
Working Capital-6/30/16	26,220	1,461,855	364,002	40,624
SOURCES:				
Revenues	2,031,039	2,207,682	1,447,925	3,732,008
Transfers and/or contributions	-	-	-	-
Total Sources	2,031,039	2,207,682	1,447,925	3,732,008
USES:				
Operating Budgets	2,009,000	2,200,257	1,299,788	3,597,310
Capital Projects	-	-	-	-
Debt service	-	-	-	-
Transfers Out	-	-	-	-
Total Uses	2,009,000	2,200,257	1,299,788	3,597,310
Working Capital-6/30/17	48,259	1,469,280	512,139	175,322

Trust Funds



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

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

FUND SUMMARIES - CITY TRUST FUND

	Fire & Police Retirement
Working Capital-7/1/14	46,751
ADDITIONS:	397,446
Total Additions	397,446
DEDUCTIONS:	
Benefits & Expenses	405,533
Total Deductions	405,533
Working Capital-6/30/15	38,664
ADDITIONS	397,095
Total Additions	397,095
DEDUCTIONS:	
Benefits & Expenses	397,095
Total Deductions	397,095
Working Capital-6/30/16	38,664
ADDITIONS	397,095
Total Additions	397,095
DEDUCTIONS:	
Benefits & Expenses	397,095
Total Deductions	397,095
Working Capital-6/30/17	38,664

Special Revenue Funds

Redevelopment & Successor Agency



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

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

Debt Service Funds

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

Capital Projects Funds

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

FUND SUMMARIES

SUCCESSOR AGENCY FUNDS

	Successor Agency ERA Debt Service	Successor Agency Capital Projects
Working Capital-7/1/14	-	369,213
SOURCES:		
Revenues	2,990,270	-
Total Sources	<u>2,990,270</u>	<u>-</u>
USES:		
Operating Budgets	84	4
Debt Service	2,990,186	-
Projects	-	103,394
Total Uses	<u>2,990,270</u>	<u>103,398</u>
Working Capital-6/30/15	<u>-</u>	<u>265,815</u>
SOURCES:		
Revenues	4,153,116	-
Total Sources	<u>4,153,116</u>	<u>-</u>
USES:		
Operating Budgets	250,000	-
Debt Service	3,022,731	-
Projects	-	265,815
Transfers to Other Funds	880,385	-
Total Uses	<u>4,153,116</u>	<u>265,815</u>
Working Capital-6/30/16	<u>-</u>	<u>-</u>
SOURCES:		
Revenues	2,792,317	-
Total Sources	<u>2,792,317</u>	<u>-</u>
USES:		
Debt Service	2,568,034	-
Transfers to Other Funds	224,283	-
Total Uses	<u>2,792,317</u>	<u>-</u>
Working Capital-6/30/17	<u>-</u>	<u>-</u>



Section E
Revenues By Fund

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
110	GENERAL FUND					
	TAXES:					
31110-0000	Secured - Current	2,313,227	1,820,000	1,820,000	2,365,533	2,389,188
31110-2011	Transfer to RDA	(524,913)	0	0	(536,782)	(542,150)
31111-0000	Unsecured - Current	98,646	110,000	110,000	100,876	101,885
31125-0000	Supp roll - Current	34,121	40,000	40,000	34,893	35,242
31131-0000	Unsecured - prior	1,479	2,500	2,500	1,512	1,528
31135-0000	Supp roll - prior	7,942	10,000	10,000	8,122	8,203
31301-0000	Sales tax	7,177,355	7,294,000	7,294,000	7,900,962	7,571,637
31302-0000	Sales tax-Pub Safety	220,418	250,000	250,000	225,402	227,656
31303-0000	Sales tax-In Lieu	2,462,987	2,500,000	2,500,000	2,518,680	2,543,866
31304-0000	Transaction & Use tax	2,037,130	2,062,000	2,062,000	2,096,622	2,149,038
31305-0000	Transfer tax	49,731	40,000	40,000	50,856	51,364
31501-0000	TOT	2,125,469	2,000,000	2,000,000	2,100,000	2,152,500
31502-0000	Humb Tourism Admin Fee Reven	3,603	0	0	4,500	4,500
31601-0000	Reg bus license tax	222,589	230,000	230,000	220,000	220,000
31602-0000	Business License Review Fee	2,593	2,200	2,200	3,000	3,000
31603-0000	Bus lic penalties	7,732	9,000	9,000	9,000	9,000
31611-0000	BID - all areas	29,258	33,000	33,000	30,000	30,000
31905-0000	Timber yield tax	52	0	0	0	0
31920-0000	Utility users' tax	10	0	0	0	0
	Subtotal	16,269,429	16,402,700	16,402,700	17,133,176	16,956,457
	LICENSES, PERMITS & FRANCHISES:					
32101-0000	Animal licenses	40,894	52,000	52,000	45,000	45,000
32201-0000	Fire permits	154	400	400	0	0
32232-0000	Residential Parking Permits	750	0	0	0	0
32241-0000	Encroachment permits	24,296	20,000	20,000	25,000	25,000
32243-0000	Transportation permits	1,234	800	800	800	800
32310-0000	Gas/Elec franchise	237,387	242,000	242,000	230,000	230,000
32320-0000	Cable TV franchise	282,076	278,000	278,000	280,000	280,000
32330-0000	Garbage franchise	369,139	350,000	350,000	687,000	687,000
	Subtotal	955,930	943,200	943,200	1,267,800	1,267,800
	INTERGOVERNMENTAL:					
33150-3601	FEMA - Emergency Ops Train R	769	0	0	0	0
33250-0000	California - EMA	525,427	0	0	0	0
33303-0000	Humboldt Fire Dist #1	141,164	0	0	0	0
33303-2000	Humboldt Bay Fire JPA	1,342	150,000	150,000	0	0
33305-0000	Motor veh. in-lieu	11,575	0	0	11,000	11,000
33311-0000	Prop tax VLF in-lieu	2,085,640	2,100,929	2,100,929	2,132,800	2,154,128
33315-0000	HOPTR	36,876	38,000	38,000	37,710	38,087
33318-0000	Booking fee reimb.	0	30,000	30,000	0	0
33330-0000	P.O.S.T.	9,110	22,000	22,000	20,000	20,000
33336-0000	911 Reimbursement Com Equipme	64,355	60,000	60,000	60,000	60,000
33337-0000	Humboldt Domestic Violence	67	0	0	0	0
33370-1264	Recycling activities	0	0	0	75,000	75,000
33392-0000	SB 90	28,210	50,000	50,000	45,000	45,000
	Subtotal	2,904,535	2,450,929	2,450,929	2,381,510	2,403,215
	CHARGES FOR SERVICES:					
34211-0000	Sp. police services	50,700	40,000	40,000	45,000	45,000
34214-0000	Police rev-counter	52,990	40,000	40,000	50,000	50,000
34217-0000	False alarm chgs	18,750	12,000	12,000	15,000	15,000
34221-0000	Sp. fire services	0	23,000	23,000	0	0
34226-0000	Fire-counter chgs	30	100	100	0	0
34229-0000	Fire - Training Officer	0	54,000	54,000	0	0
34231-0000	Plan check fees	7,212	6,600	6,600	0	0
34240-0000	Fire inspection fees	1,249	1,500	1,500	0	0
34242-0000	Fire plan check fees	16,027	12,000	12,000	0	0
34243-0000	Fire Inspection Mandated	34,456	30,000	30,000	0	0
34244-0000	Alarm permits	4,578	5,000	5,000	0	0
34311-0000	Survey service	0	3,000	3,000	0	0
34312-0000	Sales of plans/specs	1,249	1,200	1,200	1,200	1,200
34315-0000	C.D. Deposits	3,045	0	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
34317-0000	Engineering reviews	6,865	10,000	10,000	7,500	7,500
34318-0000	Project Salaries	76,176	75,000	75,000	50,000	50,000
34319-0000	Engineering agreement fees	1,080	1,200	1,200	1,000	1,000
34321-0000	St. highway sweeping	22,952	68,856	68,856	60,000	60,000
34323-0000	Weed abatement chgs.	3,361	2,000	2,000	3,000	3,000
34341-0000	Custodial services	306	0	0	0	0
34410-0000	Recreation programs	0	26,600	26,600	0	0
34410-1024	Special classes	16,244	16,000	16,000	16,000	16,000
34410-1025	Men's softball	11,085	18,000	18,000	12,000	12,000
34410-1026	Women's softball	30	0	0	0	0
34410-1027	Coed softball	13,440	12,000	12,000	12,350	12,350
34410-1028	Men's basketball	10,200	9,000	9,000	7,500	7,500
34410-1029	30+ basketball	425	3,000	3,000	5,400	5,400
34410-1030	Women's volleyball	7,130	7,200	7,200	9,750	9,750
34410-1032	Softball tournaments	805	1,820	1,820	1,300	1,300
34410-1033	Hoopsters basketball	41,390	38,000	38,000	41,200	41,200
34410-1034	Roller skating	16,081	20,500	20,500	20,500	20,500
34410-1041	Special events	2,960	5,500	5,500	13,000	13,000
34410-1147	Recreation - Play Center	10,097	10,000	10,000	10,000	10,000
34410-1164	Non Res adlt sports	2,336	1,000	1,000	1,000	1,000
34410-1165	Non Res adlt spec cl	120	0	0	50	50
34410-1166	Non Res yth spec cl	0	0	0	50	50
34410-1168	Ryan Center	64,540	64,000	64,000	70,000	70,000
34410-1194	Youth-Eur City Schls	212,517	230,365	230,365	240,000	240,000
34410-1325	G.U.L.C.H. Recreation Progra	2,196	(2,500)	(2,500)	2,500	2,500
34411-1042	Membership-resident	69,063	65,000	65,000	61,800	61,800
34411-1043	Membrship-non-resident	10	0	0	10,000	10,000
34411-1044	Drop-in - resident	4,623	3,500	3,500	4,250	4,250
34411-1046	Open gym - resident	12,283	7,600	7,600	18,300	18,300
34411-1047	Bskbl/Vollbl Party	418	0	0	0	0
34412-0000	Zoo admission	177,351	230,000	230,000	285,000	285,000
34413-0000	Zoo school visits	2,508	8,000	8,000	5,000	5,000
34415-0000	Zoo tour revenue	150	300	300	2,500	2,500
34419-0000	Staff-bldg. superv.	375	0	0	0	0
34419-1100	Sequoia Park	475	0	0	0	0
34515-0000	Planning-sp svcs fees	2,700	2,000	2,000	3,000	3,000
34516-0000	Historic pres. fees	0	2,000	2,000	0	0
34517-0000	Business License Review Fees	0	2,000	2,000	0	0
34521-0000	Subdiv/vacation fees	1,984	0	0	1,000	1,000
34523-0000	C.D. Administrative	1,135	500	500	1,250	1,250
34524-0000	C.D. Ministerial	12,405	15,000	15,000	15,000	15,000
34525-0000	C.D. Discretionary	18,216	20,000	20,000	17,500	17,500
34527-0000	C.D. Enforcement	54,600	60,000	60,000	55,000	55,000
34528-0000	Work w/o Project Approval	0	250	250	0	0
34612-0000	Grant administration	0	0	0	10,000	10,000
34614-0000	Medi-Can Sched Inspect CD	55	0	0	0	0
34616-0000	Medi-Can Sched Inspect Polic	230	0	0	0	0
34901-0000	Return check chgs	50	300	300	0	0
34910-0000	Printing chgs	719	300	300	750	750
34911-0000	Postage chgs	120	300	300	250	250
34913-0000	Subpoenaed Employee chgs	2,227	1,000	1,000	2,000	2,000
34915-0000	Misc. copy charges	131	0	0	0	0
34990-0000	Other Misc Fees	0	1,000	1,000	1,000	1,000
	Subtotal	1,074,450	1,264,991	1,264,991	1,188,900	1,188,900

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
FINES & FORFEITS:						
35220-0000	Criminal fines	8,998	12,000	12,000	9,201	9,293
35230-0000	Court fines	188,186	200,000	200,000	192,441	194,366
35261-0000	Code violation restitution	21,365	0	0	0	0
35263-0000	DUI Code Violations	3,717	12,000	12,000	4,500	4,500
35411-0000	Medi-Can Failure to Comply 1	150	7,700	7,700	0	0
35425-0000	Medi-Can Ordinance Penalty	0	2,500	2,500	2,500	2,500
	Subtotal	222,416	234,200	234,200	208,642	210,659
MISCELLANEOUS:						
36110-0000	Pooled cash interest	4,451	22,000	22,000	4,000	4,000
36112-0000	Other interest	3,324	7,800	7,800	2,499	2,524
36112-2000	Code Violation Interest Char	17,543	25,000	25,000	20,000	20,000
36199-0000	Change in FV of inv	(2,938)	0	0	0	0
36310-0000	Building rent	13,896	0	0	12,000	12,000
36310-1185	American Red Cross	1,560	1,560	1,560	1,560	1,560
36310-1190	Wininger Farms - Parcel M	7,500	7,500	7,500	7,500	7,500
36311-1094	Muni Auditorium	206	1,000	1,000	2,000	2,000
36311-1099	Zoo Multi Purpose Room Rent	0	300	300	0	0
36311-1100	Zoo Class Registration	13,897	14,750	14,750	18,500	18,500
36311-1102	Zoo Events/Rentals	2,360	1,650	1,650	1,800	1,800
36312-1098	Gymnasium	16,920	13,000	13,000	23,900	23,900
36312-1099	Meeting room	4,614	5,000	5,000	8,200	8,200
36314-1101	Kennedy-Hartman	400	1,000	1,000	1,000	1,000
36314-1102	Lights	200	200	200	200	200
36314-1195	Seq Park picnic area	1,445	750	750	1,300	1,300
36390-0000	Other Rents & Leases	1,270	1,000	1,000	1,000	1,000
36390-1001	Northcoast Children's Servic	9,600	0	0	8,000	8,000
36504-0000	Myrtle Grove Cemet.	1,980	2,000	2,000	2,000	2,000
36509-1238	Donations - Volunteer Patrol	250	0	0	0	0
36509-2100	Donations-Miscellaneous Poli	100	0	0	0	0
36510-1000	Donations - Dog Park PJ 404	142	0	0	0	0
36810-0000	Cash over or short	(78)	0	0	0	0
36812-0000	Reimbursement-prior	108,466	5,000	5,000	0	0
36815-0000	Compensation - property dama	17,107	30,000	30,000	0	0
36819-0000	Sale of equipment	22,000	0	0	0	0
36820-0000	Refunds	298	0	0	4,000	4,000
36821-0000	Sale - unclaimed prop	4,693	0	0	0	0
36822-0000	Rebates	3,529	4,300	4,300	3,500	3,500
36825-0000	Recovered Revenue	0	0	0	10,000	10,000
36890-0000	Miscellaneous	25,579	10,000	10,000	2,500	2,500
36890-2100	Police-Miscellaneous	3,205	2,500	2,500	0	0
	Subtotal	283,519	156,310	156,310	135,459	135,484
OTHER FINANCING SOURCES:						
39106-0000	Wastewater Oper Fund	0	60,000	60,000	0	0
39110-0000	Water Fund	0	60,000	60,000	0	0
39135-0000	Measure O Fund	3,442,822	3,605,523	3,597,012	4,241,142	4,347,170
39800-0000	Work Furlough/Salary Savings	0	800,000	0	0	0
	Subtotal	3,442,822	4,525,523	3,717,012	4,241,142	4,347,170
TOTAL FUND 110		25,153,101	25,977,853	25,169,342	26,556,629	26,509,685
112	GENERAL FUND					
MISCELLANEOUS:						
36506-0000	Donations - Parks & Rec	0	0	0	0	0
36506-1321	Donations - Parks & Rec Seq	0	0	0	0	0
36509-1236	Donations - Public Safety	0	0	0	0	0
36509-1237	Donations - Police K-9	0	0	0	0	0
36509-1238	Donations - Volunteer Patrol	345	0	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
36509-2100	Donations-Miscellaneous Poli	1,220	0	0	0	0
36510-0000	Donations - Art & Culture	0	0	0	0	0
36510-1100	Donations - Fireworks	0	0	0	0	0
36590-0000	Donations - Misc.	0	0	0	0	0
	Subtotal	1,565	0	0	0	0
TOTAL FUND 112		1,565	0	0	0	0
120 MEASURE "O"						
<i>TAXES:</i>						
31304-1000	Supp. - Transaction & Use ta	4,120,798	4,124,000	4,124,000	4,241,142	4,347,170
TOTAL FUND 120		4,120,798	4,124,000	4,124,000	4,241,142	4,347,170
205 HUD/CDBG PRIOR						
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	(250)	0	0	0	0
36112-1208	Interfund adv/loans interest	3,580	2,000	2,000	0	0
36199-0000	Change in FV of inv	399	0	0	0	0
36627-0000	Interfund adv principal	0	16,000	16,000	0	0
36817-0000	Enterprise Zone Voucher fees	46,380	40,000	40,000	0	0
	Subtotal	50,109	58,000	58,000	0	0
TOTAL FUND 205		50,109	58,000	58,000	0	0
224 SB 1435 STATE HIGHWAY ACCOUNT FUND						
<i>INTERGOVERNMENTAL:</i>						
33331-1000	MAP 21	214,412	188,683	188,683	0	0
<i>CHARGES FOR SERVICES:</i>						
34318-0000	Project Salaries	4,430	0	0	0	0
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	(672)	0	0	0	0
36815-0000	Compensation - property dama	15,556	0	0	0	0
	Subtotal	14,884	0	0	0	0
TOTAL FUND 224		233,726	188,683	188,683	0	0
225 SB 45 St Hghwy Funds						
<i>INTERGOVERNMENTAL:</i>						
33332-0000	SB 45-St Hghwy Funds	26,606	332,000	332,000	0	0
TOTAL FUND 225		26,606	332,000	332,000	0	0
226 CALTRANS NON-FREEWAY FUND						
<i>INTERGOVERNMENTAL:</i>						
33333-0000	Caltrans - Non-Freeway	0	200,000	200,000	0	0
33333-2000	PJ 521 PA&ED Funds	(62,514)	0	0	0	0
33333-3000	PJ 522 PA&ED Funds	0	90,000	90,000	0	0
33334-0000	Fed Transp Enhance PJ 510	0	210,000	210,000	0	0
33334-2000	PJ 522 STIP (Trans Enhance)	(64,136)	0	717,000	103,000	0
33335-0000	HCAOG - South Gateway PJ 529	0	45,000	45,000	0	0
	Subtotal	(126,650)	545,000	1,262,000	103,000	0

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
MISCELLANEOUS:						
36110-0000	Pooled cash interest	(42)	0	0	0	0
36199-0000	Change in FV of inv	970	0	0	0	0
	Subtotal	<u>928</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 226		<u>(125,722)</u>	<u>545,000</u>	<u>1,262,000</u>	<u>103,000</u>	<u>0</u>
227 AB 2928 ST HWY TRAFFIC CONGESTION RELIEF						
INTERGOVERNMENTAL:						
33345-0000	HSIP Grants	620,748	822,322	822,322	0	0
MISCELLANEOUS:						
36110-0000	Pooled cash interest	(17)	0	0	0	0
36199-0000	Change in FV of inv	137	0	0	0	0
	Subtotal	<u>120</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 227		<u>620,868</u>	<u>822,322</u>	<u>822,322</u>	<u>0</u>	<u>0</u>
229 GAS TAX FUND						
INTERGOVERNMENTAL:						
33324-0000	HUTA 2103 Gas Tax	376,666	287,220	287,220	123,580	123,580
33325-0000	HUTA 2105 Gas Tax	183,879	131,995	131,995	155,874	155,874
33326-0000	HUTA 2106 Gas Tax	111,984	107,523	107,523	85,162	85,162
33327-0000	HUTA 2107 Gas Tax	196,702	162,186	162,186	213,109	213,109
33327-1000	HUTA 2107.5 Gas Tax	6,000	6,000	6,000	6,000	6,000
	Subtotal	<u>875,231</u>	<u>694,924</u>	<u>694,924</u>	<u>583,725</u>	<u>583,725</u>
MISCELLANEOUS:						
36110-0000	Pooled cash interest	(611)	0	0	0	0
36199-0000	Change in FV of inv	949	0	0	0	0
36812-0000	Reimbursement	4,700	0	0	0	0
	Subtotal	<u>5,038</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 229		<u>880,269</u>	<u>694,924</u>	<u>694,924</u>	<u>583,725</u>	<u>583,725</u>
230 HABITAT ACQUISITION AND RESTORATION FUND						
INTERGOVERNMENTAL:						
33351-0000	EEMP Program CA Dept Transp	0	256,000	263,310	0	0
MISCELLANEOUS:						
36110-0000	Pooled cash interest	220	0	0	0	0
36199-0000	Change in FV of inv	(360)	0	0	0	0
	Subtotal	<u>(140)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 230		<u>(140)</u>	<u>256,000</u>	<u>263,310</u>	<u>0</u>	<u>0</u>
232 ENVIRONMENTAL PROGRAMS FUND						
INTERGOVERNMENTAL:						
33370-1264	Recycling activities	86,921	50,000	87,000	0	0
33376-1281	CalRecycle - Recycling	20,124	12,000	12,000	12,000	12,000
33403-0000	Tipping fees (AB939)	24,684	33,000	33,000	33,000	33,000
	Subtotal	<u>131,729</u>	<u>95,000</u>	<u>132,000</u>	<u>45,000</u>	<u>45,000</u>

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
MISCELLANEOUS:						
36110-0000	Pooled cash interest	(6)	50	0	0	0
36199-0000	Change in FV of inv	13	0	0	0	0
	Subtotal	<u>7</u>	<u>50</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 232		<u>131,736</u>	<u>95,050</u>	<u>132,000</u>	<u>45,000</u>	<u>45,000</u>
233 SPECIAL POLICE REVENUE FUND - DRUG ASSET FORFEITURES						
FINES & FORFEITS:						
35310-0000	Drug Asset Forfeits	68,006	0	0	0	0
35311-0000	State - Drug Asset Forfeits	50,000	50,000	50,000	0	0
35312-0000	DA - ADA/ARRA Task Force Gra	10,783	0	0	0	0
	Subtotal	<u>128,789</u>	<u>50,000</u>	<u>50,000</u>	<u>0</u>	<u>0</u>
MISCELLANEOUS:						
36110-0000	Pooled cash interest	438	0	0	0	0
36199-0000	Change in FV of inv	(548)	0	0	0	0
	Subtotal	<u>(110)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 233		<u>128,679</u>	<u>50,000</u>	<u>50,000</u>	<u>0</u>	<u>0</u>
234 SPECIAL POLICE REVENUE FUND - VEHICLE THEFT						
INTERGOVERNMENTAL						
33135-0000	AB109 Realignment Grant	20,000	0	0	0	0
33135-0104	COPS Grant 2009-RKWX-0104	145,376	0	0	0	0
33135-0700	OJP grant - 2010-DJBX-0700	2,399	0	0	0	0
33135-0856	OJP Grant - 2013-DJ-BX-0856	0	11,520	11,520	0	0
33135-0984	OJP Grant - 2012-DJ-BX-0984	14,368	0	0	0	0
33135-1056	Alcoholic Beverage Control	41,284	0	0	0	0
33135-3383	OJP Grant - 2011-DJ-BX-3383	3,056	0	0	0	0
33336-0000	911 Reimbursement	6,409	0	0	0	0
	Subtotal	<u>232,892</u>	<u>11,520</u>	<u>11,520</u>	<u>0</u>	<u>0</u>
TOTAL FUND 234		<u>232,892</u>	<u>11,520</u>	<u>11,520</u>	<u>0</u>	<u>0</u>
235 SPECIAL POLICE REVENUE FUND - VEHICLE THEFT						
INTERGOVERNMENTAL						
33135-1056	Alcoholic Beverage Control	0	0	0	0	0
MISCELLANEOUS:						
36110-0000	Pooled Cash Interest	0	0	0	0	0
TOTAL FUND 235		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
236 SPECIAL POLICE REVENUE FUND - SUPPLEMENTAL LAW ENFORCEMENT SERVICES						
INTERGOVERNMENTAL:						
33352-1211	COPS - State	97,207	100,000	100,000	100,000	100,000
MISCELLANEOUS:						
36110-0000	Pooled cash interest	(13)	300	0	0	0
36199-0000	Change in FV of inv	7	0	0	0	0
	Subtotal	<u>(6)</u>	<u>300</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 236		<u>97,201</u>	<u>100,300</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
237	SPECIAL POLICE REVENUE FUND - TRAFFIC OFFENDER FUND					
	INTERGOVERNMENTAL:					
33135-1056	ABC 11-MST-10 Grant Rev	0	30,275	30,275	0	0
33354-1267	OTS - Avoid the 12	4,836	0	0	0	0
33354-1417	OTS STEP PT1417	18,149	78,450	78,450	0	0
33354-3100	OTS STEP PT13100	46,373	0	0	0	0
33354-3134	OTS Berkeley SC13134	8,825	16,000	16,000	0	0
	Subtotal	78,183	124,725	124,725	0	0
	CHARGES FOR SERVICES:					
34215-0000	Vehicle release chgs	53,809	52,000	30,000	30,000	30,000
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	(207)	0	0	0	0
36199-0000	Change in FV of inv	324	0	0	0	0
	Subtotal	117	0	0	0	0
TOTAL FUND 237		132,109	176,725	154,725	30,000	30,000
238	SPECIAL POLICE REVENUE FUND - ABANDONED VEHICLE ABATEMENT FUND					
	INTERGOVERNMENTAL:					
33404-0000	AVA fees	51,806	50,000	50,000	50,000	50,000
	MISCELLANEOUS:					
36110-0000	Pooled cash interest	250	0	0	0	0
36199-0000	Change in FV of inv	(383)	0	0	0	0
	Subtotal	(133)	0	0	0	0
TOTAL FUND 238		51,673	50,000	50,000	50,000	50,000
239	PARKING					
	LICENSES, PERMITS					
32230-0000	On-street parking	180	130	130	130	130
32231-0000	Off-street parking	51,098	60,000	50,000	60,000	60,000
32233-0000	Parking Meter Pre-paid Cards	8,200	6,000	6,000	6,000	6,000
	Subtotal	59,478	66,130	56,130	66,130	66,130
	CHARGES FOR SERVICES:					
34318-0000	Project Salaries	179	0	0	0	0
	FINES & FORFEITS:					
35210-0000	Parking fines	89,544	98,000	80,000	98,000	98,000
35211-0000	Del. Parking fines	8,270	10,000	10,000	10,000	10,000
	Subtotal	97,814	108,000	90,000	108,000	108,000
	MISCELLANEOUS					
36110-0000	Pooled cash interest	(77)	870	0	0	0
36199-0000	Change in FV of inv	121	0	0	0	0
	Subtotal	44	870	0	0	0
TOTAL FUND 239		157,515	175,000	146,130	174,130	174,130
241	CAPITAL IMPROVEMENTS FUND					
	INTERGOVERNMENTAL:					
33250-0000	California - EMA	878	0	0	0	0
TOTAL FUND 241		878	0	0	0	0
242	DEMOLITION PROJECTS FUND					
	FINES & FORFEITS:					
35261-0000	Penalties on Abatements	12,008	0	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
MISCELLANEOUS:						
36112-2000	Interest on Abatements	7,268	0	0	0	0
36812-0000	Reimbursement	8,566	325,000	325,000	0	0
	Subtotal	15,834	325,000	325,000	0	0
TOTAL FUND 242		27,842	325,000	325,000	0	0
260 AIRPORT FUND						
INTERGOVERNMENTAL:						
33361-1020	Aviation grant	10,000	10,000	10,000	10,000	10,000
CHARGES FOR SERVICES:						
34318-0000	Project Salaries	1,108	0	0	0	0
MISCELLANEOUS:						
36110-0000	Pooled cash interest	(152)	2,300	0	0	0
36199-0000	Change in FV of inv	284	0	0	0	0
36320-0000	Hangar rental	9,923	11,000	11,000	11,000	11,000
36890-0000	Miscellaneous	150	0	0	0	0
	Subtotal	10,205	13,300	11,000	11,000	11,000
TOTAL FUND 260		21,313	23,300	21,000	21,000	21,000
265 HAZARDOUS MATERIALS RESPONSE FUND						
INTERGOVERNMENTAL:						
CHARGES FOR SERVICES:						
34228-0000	Haz/Mat JPA chgs	119,816	51,908	51,908	0	0
MISCELLANEOUS:						
36110-0000	Pooled cash interest	(244)	0	0	0	0
36199-0000	Change in FV of inv	411	0	0	0	0
	Subtotal	167	0	0	0	0
TOTAL FUND 265		119,983	51,908	51,908	0	0
266 CPR TRAINING CENTER						
CHARGES FOR SERVICES:						
34230-0000	Training chgs	760	20,000	20,000	0	0
MISCELLANEOUS:						
36110-0000	Pooled cash interest	(30)	0	0	0	0
36199-0000	Change in FV of inv	50	0	0	0	0
	Subtotal	20	0	0	0	0
TOTAL FUND 266		780	20,000	20,000	0	0
273 CDBG TPA Housing						
INTERGOVERNMENTAL:						
33131-1009	CDBG - Super NOFA	28,532	1,100,000	1,100,000	858,189	0
TOTAL FUND 273		28,532	1,100,000	1,100,000	858,189	0

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
275	CDBG GENERAL ALLOCATION FUND					
	<i>MISCELLANEOUS:</i>					
36110-0000	Pooled cash interest	(74)	0	0	0	0
36199-0000	Change in FV of inv	127	0	0	0	0
	Subtotal	53	0	0	0	0
TOTAL FUND 275		53	0	0	0	0
276	HOME PROGRAM FUND					
	<i>TAXES:</i>					
31110-1000	SA ROPS Revenue	0	50,000	50,000	0	0
	<i>MISCELLANEOUS:</i>					
36110-0000	Pooled cash interest	(1,133)	0	0	0	0
36123-0000	E.D. loan interest	2,482	0	0	0	0
36199-0000	Change in FV of inv	1,835	0	0	0	0
36622-0000	E.D. loan principal	63,754	0	0	0	0
	Subtotal	66,938	0	0	0	0
	<i>OTHER FINANCING SOURCES:</i>					
39108-1000	MAC Repay	50,000	0	0	50,000	50,000
TOTAL FUND 276		116,938	50,000	50,000	50,000	50,000
277	HOUSING REVOLVING LOAN FUND					
	<i>MISCELLANEOUS:</i>					
36110-0000	Pooled cash interest	(443)	0	0	0	0
36122-0000	Other hous loan principal	11,750	7,000	7,000	0	0
36122-1312	CDBG 1991	16,154	0	0	0	0
36199-0000	Change in FV of inv	743	0	0	0	0
36612-0000	Other hous loan prin	39,683	40,000	40,000	0	0
36612-1312	CDBG 1991	25,000	0	0	0	0
36812-0000	Reimbursement	0	0	0	50,000	50,000
	Subtotal	92,887	47,000	47,000	50,000	50,000
TOTAL FUND 277		92,887	47,000	47,000	50,000	50,000
278	CAL HOME OOR GRANT					
	<i>MISCELLANEOUS:</i>					
36110-0000	Pooled cash interest	(136)	0	0	0	0
36199-0000	Change in FV of inv	224	0	0	0	0
	Subtotal	88	0	0	0	0
TOTAL FUND 278		88	0	0	0	0
283	ECONOMIC DEVELOPMENT FUND					
	<i>INTERGOVERNMENTAL:</i>					
33131-1008	Economic Enterprise Fund	0	466,336	466,336	4,805,455	0
	<i>MISCELLANEOUS:</i>					
36110-0000	Pooled cash interest	(13)	0	0	0	0
36199-0000	Change in FV of inv	(37)	0	0	0	0
	Subtotal	(50)	0	0	0	0
TOTAL FUND 283		(50)	466,336	466,336	4,805,455	0

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
285	STATE RENTAL REHAB 1989 FUND					
	<i>MISCELLANEOUS:</i>					
36110-0000	Pooled cash interest	(140)	0	0	0	0
36199-0000	Change in FV of inv	230	0	0	0	0
	Subtotal	90	0	0	0	0
TOTAL FUND 285		90	0	0	0	0
291	HOUSING FUND					
	<i>MISCELLANEOUS:</i>					
36110-0000	Pooled cash interest	(144)	0	0	0	0
36121-0000	HAB loan interest	267	0	0	0	0
36611-0000	HAB loan principal	3	0	0	0	0
	Subtotal	126	0	0	0	0
TOTAL FUND 291		126	0	0	0	0
296	CITY HOUSING - LOW/MOD					
	<i>CHARGES FOR SERVICES:</i>					
34612-0000	Grant Administration	19,623	0	0	0	0
34613-0000	Subordination Fee	300	0	0	0	0
	Subtotal	19,923	0	0	0	0
	<i>MISCELLANEOUS:</i>					
36110-0000	Pooled cash interest	82	0	0	0	0
36122-0000	Other hous loan principal	2,821	0	0	0	0
36199-0000	Change in FV of inv	369	0	0	0	0
36612-0000	Other hous loan prin	108,701	0	0	0	0
36890-0000	Miscellaneous	100	0	0	0	0
	Subtotal	112,073	0	0	0	0
	<i>OTHER FINANCING SOURCES:</i>					
39108-0000	L&M Income Housing	(43,048)	0	0	0	0
39150-0000	SA Debt Svc Fund	0	0	0	656,102	0
	Subtotal	(43,048)	0	0	656,102	0
TOTAL FUND 296		88,948	0	0	656,102	0
500	WATER FUND					
	<i>INTERGOVERNMENTAL</i>					
33250-0000	California - EMA	130,482	0	0	0	0
	<i>CHARGES FOR SERVICES</i>					
34101-0000	Regular charges	7,224,636	6,749,485	6,749,485	7,283,599	6,662,525
34101-1257	Hidden Valley	15,090	14,311	14,311	16,000	14,636
34102-0000	Sales to H.C.S.D.	324,408	327,804	327,804	340,000	311,008
34104-0000	Late penalties	25,459	20,000	20,000	25,000	25,000
34105-0000	Hydrant fees	5,115	0	0	1,000	1,000
34106-0000	Meter test fees	425	0	0	500	500
34107-0000	Water turn-on fees	15,220	14,500	14,500	16,000	16,000
34108-0000	Re-connect fees	21,918	25,000	25,000	25,000	25,000
34109-0000	Lab test fees	4,980	4,000	4,000	4,000	4,000
34110-0000	Permit reviews	300	300	300	500	500
34111-0000	Convenience Fee	929	700	700	750	750
34115-0000	Bulk Water Sales	0	0	0	1,000	1,000
34171-0000	Residential service	9,876	8,000	8,000	10,000	10,000
34172-0000	Commercial service	25,351	18,000	18,000	25,000	25,000
34173-0000	Fire service	23,025	11,500	11,500	25,000	25,000
34190-0000	Misc enterprise chgs	1,400	1,000	1,000	1,000	1,000
34318-0000	Project Salaries	51,237	30,000	30,000	30,000	30,000
34901-0000	Return check chgs	560	750	750	300	300
	Subtotal	7,749,929	7,225,350	7,225,350	7,804,649	7,153,219

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
MISCELLANEOUS:						
36110-0000	Pooled cash interest	(8,960)	0	0	0	0
36166-1142	D.S. Install pmt 2005 C Bond	14	0	0	0	0
36166-1270	2012 Water Bond Interest	2,437	0	0	0	0
36199-0000	Change in FV of inv	13,953	0	0	0	0
36825-0000	Recovered Revenue	4,562	0	0	0	0
	Subtotal	12,006	0	0	0	0
TOTAL FUND 500		7,892,417	7,225,350	7,225,350	7,804,649	7,153,219
501 WATER CAPITAL FUND						
OTHER FINANCING SOURCES:						
39170-0000	2012 Water Bond Projects	0	0	5,255,728	0	0
TOTAL FUND 501		0	0	5,255,728	0	0
510 WASTEWATER OPERATING FUND						
INTERGOVERNMENTAL:						
33250-0000	California - EMA	143,143	0	0	0	0
CHARGES FOR SERVICES:						
34101-0000	Regular charges	5,681,467	5,200,000	5,200,000	5,679,205	4,618,744
34104-0000	Late penalties	(48)	0	0	0	0
34110-0000	Permit reviews	108	100	100	100	100
34111-0000	Convenience Fee	929	700	700	1,000	1,000
34121-0000	WW service to HCSD	1,100,057	1,100,000	1,100,000	1,050,000	1,050,000
34123-0000	Holding tank dumping	154,569	120,000	120,000	120,000	120,000
34124-0000	Pre-treatment analysis	4,869	5,000	5,000	8,000	8,000
34174-0000	Sewer connection	13,610	15,000	15,000	15,000	15,000
34318-0000	Project Salaries	51,254	30,000	30,000	30,000	30,000
	Subtotal	7,006,815	6,470,800	6,470,800	6,903,305	5,842,844
MISCELLANEOUS:						
36110-0000	Pooled cash interest	3,120	0	0	0	0
36165-0000	HCSD Project Revenue	93,059	0	0	0	0
36168-0000	2011 Wastewater Bond Interes	7,795	5,000	5,000	0	0
36199-0000	Change in FV of inv	(5,132)	0	0	0	0
36821-0000	Insurance Proceeds	(17,103)	0	0	0	0
36890-0000	Miscellaneous	20,361	0	0	0	0
	Subtotal	102,100	5,000	5,000	0	0
OTHER FINANCING SOURCES:						
39251-0000	Sale-City pers prop	2,133	0	0	0	0
TOTAL FUND 510		7,254,191	6,475,800	6,475,800	6,903,305	5,842,844
512 WASTEWATER CAPITAL FUND						
INTERGOVERNMENTAL:						
33133-1000	Prop 50 - Martin Slough PJ 4	257,291	0	0	0	0
33133-1010	Prop 50 - Martin Slough PJ 5	155,206	0	0	0	0
	Subtotal	412,497	0	0	0	0
MISCELLANEOUS:						
36110-0000	Pooled cash interest	(1,431)	0	0	0	0
36112-0000	Other interest	6,842	0	0	0	0
36165-0000	HCSD Project Contribution	4,646,206	221,900	221,900	0	0
36165-1200	HCSD Martin Slough	619,470	4,331,619	4,331,619	0	0
36168-0000	2011 Wastewater Bond Interes	470	0	0	0	0
36199-0000	Change in FV of inv	3,793	0	0	0	0
	Subtotal	5,275,350	4,553,519	4,553,519	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
OTHER FINANCING SOURCES:						
39140-0000	Txfr from WW Operating	13,757,321	773,433	773,433	0	0
TOTAL FUND 512		19,445,168	5,326,952	5,326,952	0	0
520 TRANSIT FUND						
INTERGOVERNMENTAL:						
33130-1227	FTA Section 5310	0	0	0	119,515	0
33130-1228	FTA Section 5311	204,620	47,809	47,809	138,178	75,700
33160-0010	Capital - Murray Method	236,038	0	0	0	0
33260-0000	Cal OES - Bus Stop Impr	0	0	0	62,148	0
33361-1133	STAF-ETS-314	14,709	13,837	13,837	54,866	54,866
33361-1134	STAF-ETS-313	67,291	118,000	118,000	0	0
33361-1135	PTMISEA Prop 1B - 313	450,519	0	0	66,806	66,806
33361-1136	PTMISEA Prop 1B - 314	0	0	0	32,906	32,906
33362-1128	TDA City-Operating Subsidy	355,954	872,650	872,650	876,048	876,048
33362-1130	TDA City-DAR/DAL	276,939	0	0	0	0
33362-1131	TDA City-RTS Assessment	321,553	0	0	0	0
33401-0000	TDA from County-Op Subsidy	361,315	361,315	361,315	372,000	372,000
Subtotal		2,288,938	1,413,611	1,413,611	1,722,467	1,478,326
CHARGES FOR SERVICES:						
34131-0000	ETS Fares	264,601	260,000	260,000	260,000	260,000
34133-0000	HSU Jack Pass	9,555	9,555	9,555	10,000	10,000
34136-0000	DAR/DAL tickets counter	1,512	2,000	2,000	2,000	2,000
34137-0000	DAR/DAL tickets thru HTA	55,593	48,000	48,000	60,000	60,000
34142-0000	Bus advertising	6,300	6,300	6,300	6,300	6,300
34143-0000	Dial-a-Ride Advertising	2,700	2,700	2,700	2,700	2,700
Subtotal		340,261	328,555	328,555	341,000	341,000
TOTAL FUND 520		2,629,199	1,742,166	1,742,166	2,063,467	1,819,326
530 HUMBOLDT BAY OPERATING FUND						
TAXES:						
31110-1000	SA ROPS Revenue	0	224,282	224,282	0	0
CHARGES FOR SERVICES:						
34318-0000	Project Salaries	1,113	0	0	0	0
MISCELLANEOUS:						
36110-0000	Pooled cash interest	2,467	0	0	0	0
36112-1087	Small Boat Basin Res. intere	1,853	2,800	2,800	1,800	1,800
36112-1088	Dredging & Cap Imp. interest	2,727	1,100	1,100	2,700	2,700
36199-0000	Change in FV of inv	(3,778)	0	0	0	0
36210-0000	Solar Energy Revenue - PG&E	910	0	0	0	0
36310-1141	Pacific Choice	80,000	80,000	80,000	80,000	80,000
36310-1143	HSU - EDA Plant	(23)	13,600	13,600	13,600	13,600
36310-1149	Humboldt Archers	3,169	3,169	3,169	3,169	3,169
36310-1178	Humb Bay Rowing-util	240	240	240	240	240
36310-1180	Humb Bay Naval Air/Sea Museu	1,560	1,560	1,560	1,560	1,560
36310-1199	Englund Marine	73,683	62,000	62,000	75,000	75,000
36310-1200	Englund M. utilities	4,511	4,512	4,512	4,500	4,500
36310-1201	Englund M. UST maint fee	6,937	7,000	7,000	7,000	7,000

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
36310-1251	Public Marina-Misc.	66,700	75,000	75,000	67,500	67,500
36310-1253	Yacht Club	6,215	6,684	6,684	6,300	6,300
36331-1107	Chevron	41,606	42,570	42,570	42,570	42,570
36331-1109	Eureka Forest Prod.	2,000	1,000	1,000	1,000	1,000
36331-1179	Pacific Affiliates	8,425	8,215	8,215	8,215	8,215
36333-0000	Oyster beds lease-Coast	24,705	28,000	28,000	30,000	30,000
36334-0000	Marina rent-local	158,248	196,688	196,688	160,000	160,000
36335-0000	Marina rent-transient	91,880	89,783	89,783	90,000	90,000
36336-1150	FTB - Wild Planet	27,045	26,634	26,634	28,000	28,000
36336-1151	Caito	3,766	3,766	3,766	3,766	3,766
36336-1152	FTB - Coast Seafood	22,486	28,656	28,656	25,000	25,000
36336-1156	FTB - Coast Seafood Hoist Us	6,168	0	0	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	6,000	6,000	6,000	6,000	6,000
36336-1185	Wild Planet	10,440	11,400	11,400	11,000	11,000
36336-1186	Humb Seafood Unload.	4,200	10,200	10,200	4,200	4,200
36336-1187	Ralph Davis -1091 Boat moora	2,934	2,934	2,934	2,934	2,934
36336-1188	Hum Fishermens Marketing Ass	5,100	5,100	5,100	5,100	5,100
36336-1189	Humb Seafood Unload. Hoist U	6,000	0	0	6,000	6,000
36890-1251	Public Marina-Miscellaneous	5,939	4,200	4,200	5,000	5,000
	Subtotal	675,313	724,011	724,011	699,354	699,354
OTHER FINANCING SOURCES:						
39100-0000	Transfers In	11,440	0	0	174,283	174,283
39151-1075	ERA Merged Project Area	411,064	0	0	0	0
	Subtotal	422,504	0	0	174,283	174,283
TOTAL FUND 530		1,098,930	948,293	948,293	873,637	873,637
540 BUILDING FUND						
LICENSES, PERMITS						
32211-0000	Building permits	277,969	289,000	289,000	315,000	315,000
32212-0000	Electrical permits	33,070	37,000	37,000	40,000	40,000
32213-0000	Plumbing permits	28,797	29,000	29,000	32,000	32,000
32214-0000	Mechanical permits	27,019	20,000	20,000	22,000	22,000
32224-0000	Seismic fees	297	0	0	0	0
32225-0000	BSC Fees	156	0	0	0	0
	Subtotal	367,308	375,000	375,000	409,000	409,000
CHARGES FOR SERVICES:						
34231-0000	Plan check fees	115,042	108,000	108,000	100,000	100,000
34232-0000	Sp. inspections fees	3,277	12,000	12,000	10,000	10,000
34517-0000	CASp Recovered Revenue	13,531	12,000	12,000	10,000	10,000
34519-0000	Record Notice of Non-complia	94	0	0	0	0
34520-0000	Notice of Compliance	141	0	0	0	0
34611-0000	Medi-Can Scheduled Inspect	79	0	0	0	0
34811-0000	Housing Inspect	0	2,000	2,000	2,000	2,000
34910-0000	Printing chgs	3,652	0	0	0	0
	Subtotal	135,816	134,000	134,000	122,000	122,000
FINES & FORFEITS:						
35261-0000	Code viol. restitution	339,109	280,000	280,000	280,000	280,000
MISCELLANEOUS:						
36110-0000	Pooled cash interest	1,087	20,000	0	0	0
36112-2000	Code Violation Finance Charg	20,846	0	0	10,000	10,000
36199-0000	Change in FV of inv	(1,734)	0	0	0	0
36812-0000	Reimbursement	0	30,000	30,000	0	0
36890-0000	Miscellaneous	20	0	0	0	0
	Subtotal	20,219	50,000	30,000	10,000	10,000
TOTAL FUND 540		862,452	839,000	819,000	821,000	821,000

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
550 MUNICIPAL GOLF COURSE FUND						
<i>CHARGES FOR SERVICES:</i>						
34318-0000	Project Salaries	1,108	0	0	0	0
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	(285)	0	0	0	0
36199-0000	Change in FV of inv	466	0	0	0	0
36345-1117	Golf course	24,474	25,000	25,000	25,000	25,000
	Subtotal	24,655	25,000	25,000	25,000	25,000
TOTAL FUND 550		25,763	25,000	25,000	25,000	25,000
610 EQUIPMENT OPERATIONS FUND						
<i>CHARGES FOR SERVICES:</i>						
34615-0000	OES Reimbursements	31,269	0	0	0	0
34620-0000	Humboldt Bay Fire JPA	20,507	0	0	0	0
34820-0000	Equipment lease	1,950,061	1,493,345	1,493,345	2,207,682	2,207,682
	Subtotal	2,001,837	1,493,345	1,493,345	2,207,682	2,207,682
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	(2,165)	0	0	0	0
36199-0000	Change in FV of inv	3,484	0	0	0	0
36815-0000	Compensation - property dama	25,668	0	0	0	0
36822-0000	Rebates	14	0	0	0	0
36825-0000	Recovered Revenue	98	0	0	0	0
36890-0000	Miscellaneous	317	0	0	0	0
	Subtotal	27,416	0	0	0	0
<i>OTHER FINANCING SOURCES:</i>						
39251-0000	Sale-City pers prop	2,200	0	0	0	0
39300-0000	Contributed Assets	100,810	0	0	0	0
	Subtotal	103,010	0	0	0	0
TOTAL FUND 610		2,132,263	1,493,345	1,493,345	2,207,682	2,207,682
625 RISK MANAGEMENT						
<i>CHARGES FOR SERVICES:</i>						
34840-0000	Liability ins chgs	704,432	903,512	903,512	917,500	917,500
34841-0000	Wrkr's comp. chgs	0	726,000	811,500	858,539	858,539
34842-0000	Property Insurance chgs	72,714	74,000	74,000	110,000	110,000
34853-0000	Retiree Grp Hlth/Life	152,811	145,000	145,000	145,000	145,000
	Subtotal	929,957	1,848,512	1,934,012	2,031,039	2,031,039
<i>MISCELLANEOUS:</i>						
36110-0000	Pooled cash interest	408	0	0	0	0
36199-0000	Change in FV of inv	(674)	0	0	0	0
36820-0000	Refunds	48,034	0	0	0	0
36820-1222	R.E.M.I.F.	0	50,000	50,000	0	0
36825-0000	Recovered Revenue	9,500	0	0	0	0
	Subtotal	57,268	50,000	50,000	0	0
TOTAL FUND 625		987,225	1,898,512	1,984,012	2,031,039	2,031,039
630 INFORMATION TECHNOLOGY OPERATIONS						
<i>CHARGES FOR SERVICES:</i>						
34820-0000	Equipment lease	921,978	1,171,693	1,171,693	1,301,406	1,301,406
34820-0010	Communications	150,749	123,958	123,958	146,519	146,519
34910-0000	Printing chgs	2,838	0	0	0	0
	Subtotal	1,075,565	1,295,651	1,295,651	1,447,925	1,447,925

Revenues By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
MISCELLANEOUS:						
36110-0000	Pooled cash interest	(401)	0	0	0	0
36199-0000	Change in FV of inv	600	0	0	0	0
36812-0000	Reimbursement	11,200	0	0	0	0
	Subtotal	11,399	0	0	0	0
TOTAL FUND 630		1,086,964	1,295,651	1,295,651	1,447,925	1,447,925
650 INTERNAL OPERATIONS						
CHARGES FOR SERVICES:						
34140-0001	Facilities Maintenance	685,135	557,100	557,100	776,197	776,197
34140-0002	General Admin.	1,496,261	1,439,708	1,439,708	1,647,792	1,647,792
34140-0003	General Government	979,317	1,013,259	1,317,259	1,308,019	1,308,019
34205-0000	City Attorney Fees	51,131	60,000	60,000	0	0
34206-0000	Humb Fire JPA-Finance Direct	5,000	0	0	0	0
	Subtotal	3,216,844	3,070,067	3,374,067	3,732,008	3,732,008
MISCELLANEOUS:						
36110-0000	Pooled cash interest	323	0	0	0	0
36199-0000	Change in FV of inv	(319)	0	0	0	0
36590-0000	Donations - Other	150	0	0	0	0
36812-0000	Reimbursement	53,165	0	0	0	0
	Subtotal	53,319	0	0	0	0
TOTAL FUND 650		3,270,163	3,070,067	3,374,067	3,732,008	3,732,008
700 FIRE AND POLICE RETIREMENT FUND						
CHARGES FOR SERVICES:						
34830-1069	Fire	77,164	320,282	320,282	319,931	319,931
34830-1070	Police	350,015	77,164	77,164	77,164	77,164
	Subtotal	427,179	397,446	397,446	397,095	397,095
TOTAL FUND 700		427,179	397,446	397,446	397,095	397,095
TOTAL ALL CITY FUNDS		79,503,307	66,478,503	72,003,010	66,631,179	58,311,485

Expenditures By Fund - Successor & Redevelopment Agency Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
290	LOW AND MODERATE INCOME HOUSING FUND					
	<i>SUCCESSOR AGENCY:</i>					
46320	L&M Income Housing	250				
	TOTAL FUND 290	250				
295	SUCCESSOR AGENCY - HOUSING					
	<i>SUCCESSOR AGENCY:</i>					
46310	L&M Income Housing					
	<i>OTHER FINANCING USES</i>	(43,048)				
	TOTAL FUND 295	(43,048)				
695	SUCCESSOR AGENCY - ECONOMIC DEVELOPMENT ADMINISTRATION					
	<i>SUCCESSOR AGENCY:</i>					
46410	Redevel. Admin.		250,000			
	<i>OTHER FINANCING USES</i>	24,194				
	TOTAL FUND 695	24,194	250,000			
350	SUCCESSOR AGENCY - DEBT SERVICE					
	<i>SUCCESSOR AGENCY:</i>					
46410	Redevel. Admin.	307,964	84	84	250,000	
	<i>DEBT SERVICE</i>	1,338,220	2,579,604	2,990,186	3,022,731	2,568,034
	<i>OTHER FINANCING USES</i>	461,064			880,385	224,283
	TOTAL FUND 350	2,107,248	2,579,688	2,990,270	4,153,116	2,792,317
450	SUCCESSOR AGENCY - CAPITAL PROJECTS					
	<i>SUCCESSOR AGENCY:</i>					
46430	Redevel. agreements	57,713	4	4		
	<i>PROJECTS</i>	(277,706)	109,021	103,394	265,815	
	TOTAL FUND 450	(219,993)	109,025	103,398	265,815	
TOTAL ALL ERA FUNDS		1,868,651	2,938,713	3,093,668	4,418,931	2,792,317
GRAND TOTAL ALL FUNDS		74,712,677	81,883,260	82,981,981	76,647,319	68,547,187



Section F
Expenditures By Fund

Expenditures By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
110	GENERAL FUND					
	<i>GENERAL GOVERNMENT:</i>					
41500	Non-departmental	1,086,396	1,133,430	935,830	1,226,043	1,226,043
	<i>PUBLIC SAFETY:</i>					
42100	Police	8,908,404	10,185,352	9,295,070	10,936,462	11,082,018
42125	Police-Communication	1,217,350	1,591,906	1,507,645	1,552,600	1,550,952
42127	Police - POP	844,112		887,117		
42201	Fire-Administration	524,628	665,620	690,220	6,208,546	6,208,546
42202	Fire-Prevention	427,197	379,590	379,590		
42203	Fire-Suppression	5,807,405	6,018,711	6,047,411		
42204	Marine 1		1,000	1,000		
42205	Fire - Volunteer	17,295	1,706	1,706		
42230	Emergency Oper Cnt	9,358	13,719	13,719	14,000	14,000
	Subtotal	17,755,749	18,857,604	18,823,478	18,711,608	18,855,516
	<i>PARKS & RECREATION:</i>					
44500	Facilities Operations	6				
45110	Rec-Administration	36	902	902		
45131	Rec-Administration	199,076	194,292	248,938	542,386	549,809
45132	Rec-Youth Programs	530,774	602,477	597,236	704,872	710,960
45133	Rec-Adult Programs	156,904	145,087	151,518	160,829	162,705
45135	Rec-Adorni Center	241,802	268,709	257,988	303,061	304,442
45140	Sequoia Park Zoo	841,456	921,488	940,076	1,060,614	1,072,723
45150	Parks	917,246	1,124,123	1,022,198	778,826	787,520
	Subtotal	2,887,300	3,257,078	3,218,856	3,550,588	3,588,159
	<i>PUBLIC WORKS:</i>					
44128	Admin	612,178	84,285	98,768	44,620	45,132
44130	Stormwater	160,736	140,615	137,518	82,945	84,408
44200	Streets/Alley M	510,813	555,915	593,658	445,355	449,536
44120	Engineering-Administration	18,381	86,584	93,035	301,666	306,155
44122	Engineering-Construction	97,822	165,369	161,758		
44124	Engineering-Development	82,151	87,040	72,784		
44125	Traffic/Signals	144,865	143,416	141,436	151,468	153,653
	Subtotal	1,626,946	1,263,224	1,298,957	1,026,054	1,038,884
	<i>DEVELOPMENT SERVICES:</i>					
44126	GIS Program	52,899	60,910	60,610		
44510	Property management	108,175	122,662	121,913		
46101	CD-Administration	212,052	195,180	218,525	827,266	841,696
46102	CD-Curr Plan/Permit	183,052	219,464	208,162		
46103	CD-Long Range Plan	57,946	54,323	46,895		
46104	CD-Enforcement	42,986	50,029	48,738		
46105	CD-Environmental	140,192	149,793	108,498		
	Subtotal	797,302	852,361	813,341	827,266	841,696
46510	<i>ECONOMIC DEVELOPMENT</i>	105,191	34,622	75,689	424,268	432,741

Expenditures By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
	<i>PROJECTS</i>	478,222	583,912	350,000	320,000	120,000
	<i>DEBT SERVICE</i>	155,145	151,565	151,565	281,107	281,107
	TOTAL FUND 110	24,892,251	26,133,796	25,667,716	26,366,934	26,384,146
112 DONATIONS						
<i>GENERAL GOVERNMENT:</i>						
41500	Non-departmental				33,980	
<i>PUBLIC SAFETY:</i>						
42100	Police				64,000	
<i>PARKS & RECREATION:</i>						
45150	Parks	17,336			9,600	
	TOTAL FUND 112	17,336			107,580	
120 MEASURE "O"						
<i>PUBLIC SAFETY:</i>						
42100	Police	79,136	77,164	77,164		
42201	Fire-Administration	12,362				
42203	Fire-Suppression	350,015	320,282	320,282		
	Subtotal	441,513	397,446	397,446		
<i>PUBLIC WORKS:</i>						
44200	Streets/Alley M	29,484				
	<i>DEBT SERVICE</i>	215,490	129,542	129,542		
	<i>OTHER FINANCING USES</i>	3,442,822	3,605,523	3,597,012	4,241,142	4,347,170
	TOTAL FUND 120	4,129,309	4,132,511	4,124,000	4,241,142	4,347,170
205	HUD/CDBG ADMINISTRATION-PRIOR YEARS					
<i>ECONOMIC DEVELOPMENT:</i>						
46510	Administration-E.D.	4,303	87,800	87,800	235,000	
	TOTAL FUND 205	4,303	87,800	87,800	235,000	
224	SB 1435 STATE HIGHWAY ACCOUNT FUND					
<i>PUBLIC WORKS:</i>						
44125	Traffic/Signals		58,086	58,086	13,500	13,500
44200	Streets/Alley M					
	Subtotal		58,086	58,086	13,500	13,500

Expenditures By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
	<i>PROJECTS</i>	381,983	454,761	215,000	265,000	
	TOTAL FUND 224	381,983	512,847	273,086	278,500	13,500
225	SB 45 STATE HIGHWAY FUNDS					
	<i>PROJECTS</i>	84,225	247,775	175,894	71,881	
	TOTAL FUND 225	84,225	247,775	175,894	71,881	
226	CALTRANS NON-FREEWAY					
	<i>PROJECTS</i>	293,038	933,598	837,303	102,628	
	TOTAL FUND 226	293,038	933,598	837,303	102,628	
227	TRANSPORTATION CONGESTION IMPROVEMENT FUND					
	<i>PUBLIC WORKS</i>					
44125	Traffic/Signals				10,000	10,000
	<i>PROJECTS</i>	631,844	627,232	639,641	94,369	
	TOTAL FUND 227	631,844	627,232	639,641	104,369	10,000
229	GAS TAX FUNDS - 2105, 2106 and 2107					
	<i>PUBLIC WORKS</i>					
44125	Traffic/Signals	131,627	150,765	146,952	188,697	175,976
44130	Stormwater	54,514	78,827	75,319	80,208	81,109
44200	Streets/Alley M	497,793	517,049	520,463	465,193	469,747
	Subtotal	683,934	746,641	742,734	734,098	726,832
	<i>PROJECTS</i>	69,664	212,361	74,038	190,600	
	TOTAL FUND 229	753,598	959,002	816,772	924,698	726,832
230	HABITAT ACQUISITION AND RESTORATION FUND					
	<i>PROJECTS</i>	4,001	259,309	259,309		
	TOTAL FUND 230	4,001	259,309	259,309		
232	ENVIRONMENTAL PROGRAMS FUND					
	<i>PARKS & RECREATION:</i>					
44505	Environmental Programs	60,150	73,882	77,982	61,148	41,148
	TOTAL FUND 232	60,150	73,882	77,982	61,148	41,148

Expenditures By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
233	SPECIAL POLICE REVENUE FUND - DRUG ASSET FORFEITURES					
	<i>PUBLIC SAFETY:</i>					
42100	Police	1,280	514,000	100,000	350,000	
	TOTAL FUND 233	1,280	514,000	100,000	350,000	
234	SPECIAL POLICE REVENUE FUND - GRANTS					
	<i>PUBLIC SAFETY:</i>					
42100	Police	156,399	11,520	11,520		
	<i>PROJECTS</i>	38,768				
	TOTAL FUND 234	195,167	11,520	11,520		
235	SPECIAL POLICE REVENUE FUND - GRANTS					
	<i>PUBLIC SAFETY:</i>					
42100	Police	9,409				
	TOTAL FUND 235	9,409				
236	SPECIAL POLICE REVENUE FUND - SLES (COPS)					
	<i>PUBLIC SAFETY:</i>					
42100	Police	33	234,000	234,000	97,500	97,500
	TOTAL FUND 236	33	234,000	234,000	97,500	97,500
237	SPECIAL POLICE REVENUE FUND - TRAFFIC OFFENDER					
	<i>PUBLIC SAFETY:</i>					
42100	Police	110,923	124,725	124,725		
	TOTAL FUND 237	110,923	124,725	124,725		
238	ABANDONED VEHICLE ABATEMENT FUND					
	<i>PUBLIC SAFETY:</i>					
42100	Police	163,725	121,557	152,146	32,088	32,088
	TOTAL FUND 238	163,725	121,557	152,146	32,088	32,088
239	PARKING					
	<i>PUBLIC SAFETY:</i>					
42126	Police	94,870	91,953	56,223	104,902	106,421
239	<i>PUBLIC WORKS:</i>					
44125	Traffic/Signals	5,576	3,000	3,000	16,540	16,821
44200	Streets/Alley M	35,559	35,481	35,094	43,297	43,998
44122	Engineering - Construction	10,122	13,008	12,941		

Expenditures By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
	<i>PROJECTS</i>	14,823	15,000	15,000	15,000	
	<i>DEBT SERVICE</i>	24,936				
	TOTAL FUND 239	185,886	158,442	122,258	179,739	167,240
242	DEMOLITION PROJECTS FUND					
	<i>PROJECTS</i>	190,952	358,952	296,708	50,000	
	TOTAL FUND 242	190,952	358,952	296,708	50,000	
260	AIRPORT FUND					
	<i>DEVELOPMENT SERVICES:</i>					
44520	Airport	78,624	63,006	62,965	124,940	125,071
	TOTAL FUND 260	78,624	63,006	62,965	124,940	125,071
265	HAZARDOUS MATERIALS RESPONSE FUND					
	<i>PUBLIC SAFETY:</i>					
42225	Haz/Mat Resp. Team	36,758	57,945	312,715		
	TOTAL FUND 265	36,758	57,945	312,715		
266	CPR TRAINING CENTER					
	<i>PUBLIC SAFETY:</i>					
42200	CPR Training Center	3,490	11,512	40,261		
	TOTAL FUND 266	3,490	11,512	40,261		
273	CDBG FUND					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	14,322	80,000	1,091,950	858,189	
	TOTAL FUND 273	14,322	80,000	1,091,950	858,189	
275	CDBG GENERAL ALLOCATION					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing				72,000	
	TOTAL FUND 273				72,000	

Expenditures By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
276	HOME PROGRAM FUND					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	7,522	873,750	5,000	1,020,000	
	TOTAL FUND 276	7,522	873,750	5,000	1,020,000	
277	HOUSING RLF CDBG PROGRAM INCOME					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	11,469	367,350	110,550	50,000	50,000
	<i>OTHER FINANCING USES</i>					
	TOTAL FUND 277	11,469	367,350	110,550	50,000	50,000
278	CALHOME OOR GRANT - HOUSING FUND					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing		72,840	72,840	30,000	
	TOTAL FUND 278		72,840	72,840	30,000	
283	ECONOMIC DEVELOPMENT FUND					
	<i>ECONOMIC DEVELOPMENT:</i>					
46510	Administration-E.D.	26,787	383,000	383,000	4,805,455	
	TOTAL FUND 283	26,787	383,000	383,000	4,805,455	
285	RENTAL REHABILITATION FUND					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing		100,000	100,000		
	TOTAL FUND 285		100,000	100,000		
291	HOUSING FUND					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	10,639	34,950	34,950	61,000	
	TOTAL FUND 291	10,639	34,950	34,950	61,000	
296	HOUSING FUND					
	<i>DEVELOPMENT SERVICES:</i>					
46310	Housing	177,460	240,861	186,114	148,876	151,466
	TOTAL FUND 296	177,460	240,861	186,114	148,876	151,466

Expenditures By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
500	WATER FUND					
	<i>GENERAL GOVERNMENT:</i>					
41430	Finance	222,638	287,960	262,853	269,152	273,208
	<i>PUBLIC WORKS:</i>					
44370	Water Distrib Maint	1,994,906	1,309,969	1,281,525	1,485,591	1,499,422
44420	Water Treatment	2,910,641	3,151,447	3,110,678	3,801,073	4,093,673
44120	Engineering - Administration	34,594	95,288	110,895	349,932	394,071
44122	Engineering - Construction	476,914	324,266	377,910		
44124	Engineering - Development	117,808	95,209	72,688		
44126	Engineering - Development	39,671	41,076	40,606	44,778	45,638
	Subtotal	5,574,534	5,017,255	4,994,302	5,681,374	6,032,804
	<i>DEVELOPMENT SERVICES:</i>					
44128	GIS Program	70,837	207,423	113,893	125,289	127,633
	<i>PROJECTS</i>	(124,680)	575,690	372,447	32,000	12,000
	<i>DEBT SERVICE</i>	967,266	1,766,527	1,766,527	1,765,015	1,765,015
	<i>OTHER FINANCING USES</i>		60,000	5,315,728		
	TOTAL FUND 500	6,710,595	7,914,855	12,825,750	7,872,830	8,210,660
501	WATER CAPITAL PROJECTS FUND					
	<i>PROJECTS</i>				658,070	2,240,000
	<i>OTHER FINANCING USES</i>					
	TOTAL FUND 501				658,070	2,240,000
510	WASTEWATER OPERATING FUND					
	<i>GENERAL GOVERNMENT:</i>					
41430	Finance	230,331	282,681	262,204	270,837	274,893
	<i>PUBLIC WORKS:</i>					
44380	Sewer Collect Maint	1,750,838	1,592,537	1,565,431	1,564,610	1,580,759
44430	Wastewater Treatment	2,221,545	3,504,783	3,315,492	3,376,722	3,398,648
44120	Engineering-Administration	51,249	201,180	139,891	386,647	393,399
44122	Engineering-Construction	473,572	323,922	377,566		
44124	Engineering-Development	124,043	94,160	88,783		
44126	Engineering-Development	39,671	41,076	40,784	44,782	45,642
	Subtotal	4,660,918	5,757,658	5,527,947	5,372,761	5,418,448
	<i>DEVELOPMENT SERVICES:</i>					
44128	GIS Program	70,750	207,354	113,824	126,119	128,480

Expenditures By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
	<i>PROJECTS</i>	(39,645)	496,972		32,000	12,000
	<i>DEBT SERVICE</i>	895,457	1,298,620	1,298,620	1,298,876	1,298,876
	<i>OTHER FINANCING USES</i>	13,757,321	833,433	833,433		
	TOTAL FUND 510	19,575,132	8,876,718	8,036,028	7,100,593	7,132,697
512	WASTEWATER CAPITAL PROJECT FUND					
	<i>PUBLIC WORKS:</i>					
44430	Wastewater Treatment	491,026				
	<i>PROJECTS</i>	107,478	11,798,568	9,917,193	2,485,827	2,855,000
	TOTAL FUND 512	598,504	11,798,568	9,917,193	2,485,827	2,855,000
520	TRANSIT FUND					
	<i>TRANSIT:</i>					
41470	Transit-gen public	2,416,918	1,294,650	1,294,650	1,586,892	1,372,414
41471	Paratransit	451,757	451,528	451,528	469,200	469,200
	Subtotal	2,868,675	1,746,178	1,746,178	2,056,092	1,841,614
	<i>PROJECTS</i>				127,014	54,866
	TOTAL FUND 520	2,868,675	1,746,178	1,746,178	2,183,106	1,896,480
530	HUMBOLDT BAY OPERATING FUND					
	<i>PARKS & RECREATION:</i>					
44440	Harbor-Maintenance	865,751	574,381	596,456	616,918	622,426
44441	Harbor-Public Marina	106,164	116,476	116,647	206,300	207,855
	Subtotal	971,915	690,857	713,103	823,218	830,281
	<i>PUBLIC WORKS</i>					
44124	Engineering - Development	7,227	6,800	8,830		
	Subtotal	7,227	6,800	8,830		
	<i>DEVELOPMENT SERVICES:</i>					
44510	Property Management	5,822	6,140	6,099	6,706	6,837
	<i>DEBT SERVICE</i>	91,638	282,826	282,826	174,283	174,283
	<i>PROJECTS</i>	3,395	28,500		100,000	
	TOTAL FUND 530	1,079,997	1,015,123	1,010,858	1,104,207	1,011,401
540	BUILDING FUND					

Expenditures By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
<i>PUBLIC WORKS:</i>						
46200	Building	1,001,935	949,756	928,105	634,222	643,650
46250	Code Enforcement				106,513	108,481
	Subtotal	1,001,935	949,756	928,105	740,735	752,131
	<i>PROJECTS</i>	4,194	10,000			
	TOTAL FUND 540	1,006,129	959,756	928,105	740,735	752,131
550	MUNICIPAL GOLF COURSE FUND					
<i>DEVELOPMENT SERVICES:</i>						
44510	Property management	13,277	8,776	8,735	6,759	6,890
	<i>PROJECTS</i>	2,014	132,578	119,592	120,453	
	TOTAL FUND 550	15,291	141,354	128,327	127,212	6,890
610	EQUIPMENT OPERATIONS FUND					
<i>PUBLIC WORKS:</i>						
44360	Equipment Operations	1,865,830	2,030,764	2,008,162	2,185,852	2,200,257
	TOTAL FUND 610	1,865,830	2,030,764	2,008,162	2,185,852	2,200,257
625	RISK MANAGEMENT FUND					
<i>GENERAL GOVERNMENT:</i>						
41412	Liability	907,035	975,000	975,000	1,010,000	1,010,000
41413	Workers' Comp	741,472	780,163	865,163	854,000	854,000
41415	Employee Benefits	144,489	147,448	147,448	145,000	145,000
	Subtotal	1,792,996	1,902,611	1,987,611	2,009,000	2,009,000
625	TOTAL FUND 625	1,792,996	1,902,611	1,987,611	2,009,000	2,009,000
630	INFORMATION TECHNOLOGY OPERATIONS					
<i>GENERAL GOVERNMENT:</i>						
41435	City Clerk	968,178	1,062,224	1,064,689	1,291,057	1,299,788
	<i>DEBT SERVICE</i>	60,396	60,402	60,402		
	TOTAL FUND 630	1,028,574	1,122,626	1,125,091	1,291,057	1,299,788

Expenditures By Fund - City Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
650	INTERNAL OPERATIONS					
	<i>GENERAL GOVERNMENT:</i>					
41100	City Council	110,978	127,187	120,391	121,700	122,024
41300	Mayor	27,377	30,811	30,799	29,472	29,548
41400	City Manager	231,428	294,407	283,170	310,666	317,397
41410	Human Resources	497,397	493,247	443,620	488,471	497,842
41420	City Clerk	253,520	320,546	305,129	268,048	148,198
41430	Finance	709,182	641,676	619,449	720,372	739,864
41450	City Att-Legal Svcs	428,690	464,570	512,700	575,273	566,278
41500	Non-departmental	411,497	68,080	324,460	443,583	443,583
	Subtotal	2,670,069	2,440,524	2,639,718	2,957,585	2,864,734
	<i>PARKS & RECREATION:</i>					
44500	Facilities Operations	538,414	700,775	615,554	741,552	732,576
	<i>PROJECTS</i>	178,947	113,000	113,000		
	TOTAL FUND 650	3,387,430	3,254,299	3,368,272	3,699,137	3,597,310
700	FIRE AND POLICE RETIREMENT FUND					
	<i>GENERAL GOVERNMENT:</i>					
41415	Pension Trust	438,389	405,533	405,533	397,095	397,095
	TOTAL FUND 700	438,389	405,533	405,533	397,095	397,095
TOTAL ALL CITY FUNDS		72,844,026	78,944,547	79,888,313	72,228,388	65,754,870

Expenditures By Fund - Successor & Redevelopment Agency Funds



Acct. No.	Description	2013-14 Actual	2014-15 Amended Budget	2014-15 Estimated Actual	2015-16 Budget	2016-17 Budget
290	LOW AND MODERATE INCOME HOUSING FUND					
	<i>SUCCESSOR AGENCY:</i>					
46320	L&M Income Housing	250				
	TOTAL FUND 290	250				
295	SUCCESSOR AGENCY - HOUSING					
	<i>SUCCESSOR AGENCY:</i>					
46310	L&M Income Housing					
	<i>OTHER FINANCING USES</i>	(43,048)				
	TOTAL FUND 295	(43,048)				
695	SUCCESSOR AGENCY - ECONOMIC DEVELOPMENT ADMINISTRATION					
	<i>SUCCESSOR AGENCY:</i>					
46410	Redevel. Admin.		250,000			
	<i>OTHER FINANCING USES</i>	24,194				
	TOTAL FUND 695	24,194	250,000			
350	SUCCESSOR AGENCY - DEBT SERVICE					
	<i>SUCCESSOR AGENCY:</i>					
46410	Redevel. Admin.	307,964	84	84	250,000	
	<i>DEBT SERVICE</i>	1,338,220	2,579,604	2,990,186	3,022,731	2,568,034
	<i>OTHER FINANCING USES</i>	461,064			880,385	224,283
	TOTAL FUND 350	2,107,248	2,579,688	2,990,270	4,153,116	2,792,317
450	SUCCESSOR AGENCY - CAPITAL PROJECTS					
	<i>SUCCESSOR AGENCY:</i>					
46430	Redevel. agreements	57,713	4	4		
	<i>PROJECTS</i>	(277,706)	109,021	103,394	265,815	
	TOTAL FUND 450	(219,993)	109,025	103,398	265,815	
TOTAL ALL ERA FUNDS		1,868,651	2,938,713	3,093,668	4,418,931	2,792,317
GRAND TOTAL ALL FUNDS		74,712,677	81,883,260	82,981,981	76,647,319	68,547,187

Section G
Projects By Fund

Projects By Fund - CITY FUNDS



		<u>2014-15 Projected</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
110 GENERAL FUND				
PJ #	Name			
517	GENERAL PLAN UPDATE	350,000	320,000	100,000
SUBTOTAL GENERAL FUND		<u>350,000</u>	<u>320,000</u>	<u>100,000</u>
224 SAFETEA-LU				
PJ #	Name			
536	PAVEMENT SEALING	100,000	100,000	
537	CENTERLINE STRIPING	15,000	15,000	
545	PAVEMENT MAINTENANCE	100,000	150,000	
SUBTOTAL SAFETEA-LU		<u>215,000</u>	<u>265,000</u>	
225 SB 45 ST HGHWY FUNDS				
PJ #	Name			
398	WATERFRONT DRIVE G TO J STREETS	175,894	71,881	
SUBTOTAL SB 45 ST HGHWY FUNDS		<u>175,894</u>	<u>71,881</u>	
226 CALTRANS NON-FREEWAY FUND				
PJ #	Name			
464	WATERFRONT DRIVE EXTENSION	236,303	82,628	
510	WASHING SCHOOL SIDEWALK	175,000		
521	WATERFRONT TRAIL C TO DEL NORTE	11,000		
522	WATERFRONT TRAIL NORTH	140,000		
529	SOUTH GATEWAY	75,000	20,000	
SUBTOTAL CALTRANS NON-FREEWAY FUND		<u>637,303</u>	<u>102,628</u>	
227 STATE FUNDED ROAD MAINTENANCE				
PJ #	Name			
491	EVP EQUIPMENT INSTALLATION	8,532		
497	WEST AVENUE IMPROVEMENTS	396,209		
534	PEDESTRIAN SIGNAL IMPROVEMENT	134,900		
559	PEDESTRIAN SAFETY & OUTREACH	100,000		
SUBTOTAL STATE FUNDED ROAD MAINTENANCE		<u>639,641</u>		
229 GAS TAX FUND				
PJ #	Name			
491	EVP EQUIPMENT INSTALLATION - MATCH	1,967		
497	WEST AVENUE IMPROVEMENTS - MATCH	56,579		
529	SOUTH GATEWAY		60,000	
534	PEDESTRIAN SIGNAL IMPROVEMENT - MATCH	15,500		
539	SIDEWALK REPAIR		90,600	
562	TRUESDALE RULE 20A		40,000	
SUBTOTAL GAS TAX FUND		<u>74,046</u>	<u>190,600</u>	

Projects By Fund - CITY FUNDS



		<u>2014-15 Projected</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
230 HABITAT ACQ. & RESTORATION FUND				
PJ #	Name			
486	PALCO MARSH	259,309		
SUBTOTAL HABITAT ACQ. & RESTORATION FUND		<u>259,309</u>		
239 PARKING				
PJ #	Name			
520	PARKING LOT MAINTENANCE	15,000	15,000	
SUBTOTAL PARKING		<u>15,000</u>	<u>15,000</u>	
242 DEMOLITION PROJECTS FUND				
PJ #	Name			
89	CITY OF EUREKA VS. SQUIRES		50,000	
89	DEMOLITION PROJECTS	17,618		
89	SQUIRES VS. CITY OF EUREKA	129,090		
SUBTOTAL DEMOLITION PROJECTS FUND		<u>146,708</u>	<u>50,000</u>	
501 WATER CAPITAL PROJECTS FUND				
PJ #	Name			
394	RESERVOIR MAINTENANCE & SECURITY PROJECT		98,070	100,000
445	SCADA PROGRAM	79,322		
484	WATER IMPROVEMENTS		280,000	140,000
503	WATER SYSTEM MODELING	53,125		
517	GENERAL PLAN UPDATE		40,000	
557	MAD RIVER PIPELINE PHASE 6		240,000	2,000,000
SUBTOTAL WATER CAPITAL PROJECTS FUND		<u>132,447</u>	<u>658,070</u>	<u>2,240,000</u>
512 WASTEWATER CAPITAL PROJECTS FUND				
PJ #	Name			
433	CROSSTOWN INTERCEPTOR		50,000	
445	SCADA PROGRAM		500,561	
475	WASTEWATER OUTFALL & REPAIR		98,220	
477	BIOSOLIDS DEWATERING			
504	WASTEWATER FACILITIES PLAN	270,692	200,000	
514	SEWER IMPROVEMENTS		250,000	
517	GENERAL PLAN UPDATE		40,000	
519	MARTIN SLOUGH FORCE MAIN	5,750,000	50,000	
528	MARTIN SLOUGH COLLECTOR	2,121,100		
542	PRIMARY CLARIFIER REHABILITATION		60,000	
555	HILFIKER LIFT STATION		392,046	
564	INFILTRATION & INFLOW		750,000	1,000,000
565	LAND APPLICATION PERMITTING		95,000	
SUBTOTAL WASTEWATER CAPITAL PROJECTS FUND		<u>8,141,792</u>	<u>2,485,827</u>	<u>1,000,000</u>

Projects By Fund - CITY FUNDS



		<u>2014-15 Projected</u>	<u>2015-16 Budget</u>	<u>2016-17 Budget</u>
530 HUMBOLDT BAY FUND				
<u>PJ #</u>	<u>Name</u>			
566	HARBOR DREDGING		100,000	
SUBTOTAL HUMBOLDT BAY FUND			<u>100,000</u>	
550 GOLF COURSE FUND				
<u>PJ #</u>	<u>Name</u>			
494	GOLF COURSE IMPROVEMENTS		120,453	
SUBTOTAL GOLF COURSE FUND			<u>120,453</u>	
TOTAL PROJECTS		<u><u>10,787,140</u></u>	<u><u>4,379,459</u></u>	<u><u>3,340,000</u></u>

Section H
Budget Reference

Budget Reference Materials



OVERVIEW

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

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

Frequently Asked Questions



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

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

Why is it necessary to have reserves?

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

What are the major General Fund revenues?

The largest source of revenue for the City's General Fund is sales tax, including sales tax in-lieu of property taxes representing 40% of total General Fund revenues. Representing less than 10% each are the Transient Occupancy Tax at 8% and property taxes at 7%.

What is the General Fund's largest expense?

\$12,489,062 or 47% of General Fund operating expenditures is spent on police services; this represents the largest operating budget of the City. Next is the fire services operating budget \$6,222,546 or 24% of General Fund operating expenditures.

FY2015-16 Budget Preparation Calendar



Date	Task	Staff
March 6, 2015	Departments turn in Fee Schedule changes	Departments
March 27, 2015	All Departments submit complete packets of 2015-16 operating budget requests, all other accompanying materials including service alternatives	Departments
March 27, 2015	Submit project forms to Finance	Engineering, PW
April 3, 2015	Departments turn in budget document narrative, goals & objectives, etc.	Finance, Departments
April 6, 2015	Finance, Personnel & City Manager review personnel service alternatives	CM, Finance, Personnel
April 13-17	Departments, Finance & City Manager review operating budgets and service alternatives.	Departments, CM, Finance, Personnel
April 27, 2015	Special Finance Advisory Committee Meeting to introduce budget	Finance Advisory Committee, Staff
May 5, 2015	Present the 2015-16 Fiscal Year Budget to Council	CM, Finance, Departments, City Council
May 7, 2015*	Special Council meeting for Budget Workshop (1 of 2 - General Fund)	CM, Finance, Departments, City Council
May 21, 2015*	Special Council meeting for Budget Workshop (2 of 2 - Other Funds)	CM, Finance, Departments, City Council
June 2, 2015*	Regular Meeting - Council adopts budget	CM, City Council

*Tentative

Budget Policies & Practices



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

GENERAL

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

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

CITIZEN INVOLVEMENT

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

BUDGET SYSTEM

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

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

OPERATING BUDGETS

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

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

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

CAPITAL IMPROVEMENTS

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

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

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

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

Budget Policies & Practices



WORKING CAPITAL (RESERVES)

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

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

STABILIZATION FUNDS (RESERVES)

General Fund

The General Fund Working Capital (Reserves) should be adequate to handle extraordinary unbudgeted expenditures and economic downturns, which could cause revenues to come in lower than estimated. The minimum Working Capital should be 60 days of the operating expenditures, not including designated or reserved components of Working Capital (approximately \$4.3 million for 2015-16). 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 2015-16 budget does not include the \$250,000 increase to working capital or 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, Transit and Harbor funds. Those amounts are \$1,032,889, \$980,852, \$349,536, and \$141,087 respectively. Equity balances will also include amounts to be used for future capital projects.

Budget Policies & Practices



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

1973 Municipal Harbor Improvement Bonds: The City maintains at least one year’s debt service as a reserve.

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

Internal Service Funds

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

Risk Management Fund \$1,000,000

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

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

REVENUES AND FEES:

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

The City currently follows this policy

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

Budget Policies & Practices



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

- Water Utility
- Wastewater Utility
- Building
- Humboldt Bay

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

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

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

The following fee cost recovery policies apply:

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

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

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

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

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



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

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

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

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

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

DEBT ISSUANCE AND MANAGEMENT:

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

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

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

Debt financing will not be considered appropriate for:

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

Budget Policies & Practices



USE OF ONE-TIME REVENUES

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

EVALUATE THE USE OF UNPREDICTABLE REVENUES

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

BALANCING THE OPERATING BUDGET

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

REVENUE DIVERSIFICATION

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

CONTINGENCY PLANNING

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

OVERHEAD COST ALLOCATION

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

RETIREMENT

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



FUNDING FOR OUTSIDE ORGANIZATIONS

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

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

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

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

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

BUDGETS AND BUDGETARY BASIS

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

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

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

Budget Policies & Practices



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

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

MID-YEAR BUDGET ADJUSTMENTS/AMENDMENTS

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

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

Appropriations Limit FY 2015-16



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 2015-16 CITY OF EUREKA APPROPRIATIONS LIMIT CALCULATIONS

A. LAST YEAR'S LIMIT		\$ 114,983,358
B. ADJUSTMENT FACTORS		
1. Population % (City population growth)		-0.026%
2. Inflation % (Change California Per Capita Personal Income)*		3.30%
Population Converted to a Ratio:	$\frac{(-0.026) + 100}{100} =$	0.9997
Per Capita Cost of Living Converted to a Ratio:	$\frac{(23.02) + 100}{100} =$	1.033
Calculation of Factor for Fiscal Year 2014-2015 (Population Ratio x Per Capita Cost of Living Ratio)		1.0327
C. THIS YEAR'S LIMIT:		\$ 118,746,924

APPROPRIATIONS SUBJECT TO LIMIT AND AMOUNT UNDER LEGAL LIMIT

A. PROCEEDS OF TAXES	\$ 24,489,716
B. EXCLUSIONS	-
C. APPROPRIATIONS SUBJECT TO LIMITATION	24,489,716
D. CURRENT YEAR LIMIT	118,746,924
E. UNDER LIMIT	\$ 94,257,208

*Estimate

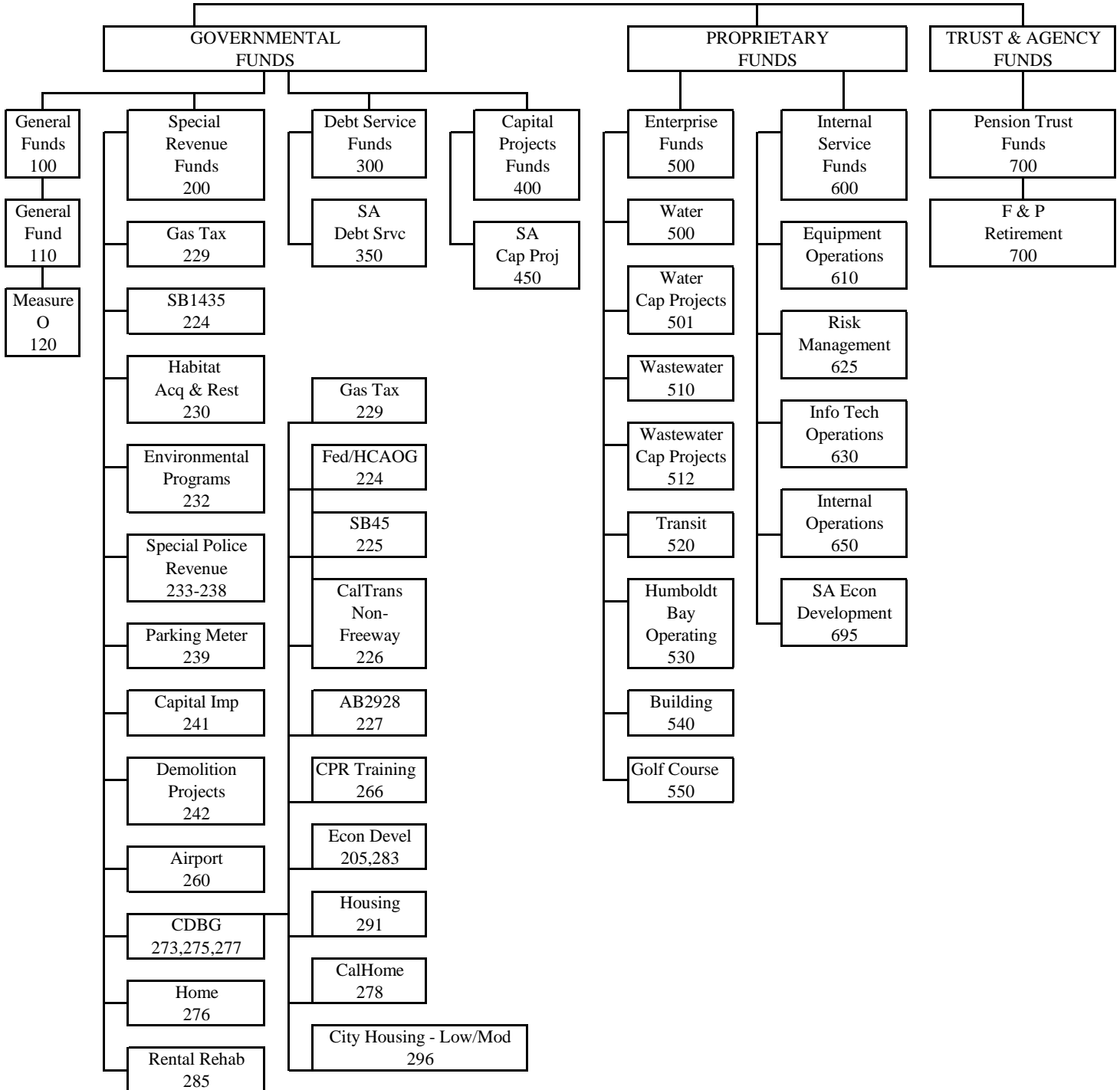
Appropriations Limit FY 2015-16



Reviewing the City's appropriations limit calculations over the past years indicates the City should remain well within its legal limit for many years to come. During the nine year period between fiscal years 2006-07 to 2015-16 the calculated appropriations limit has increased by 30% from \$91,108,057 to \$118,746,924. During this same time period appropriations subject to this limitation have increased 73% from \$14,177,700 to \$24,489,716. 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 2015-16



Glossary Of Terms



Activities

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

ADA

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

Appropriation

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

Appropriation Limitation

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

Assessed Valuation

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

Audit

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

BASIS OF ACCOUNTING

Accrual Accounting

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

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



Modified Accrual Accounting

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

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

Bonds

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

Budget

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

Budget Amendment

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

Budget Calendar

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

Budget Policies

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

CAFR

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

Capital Improvement Plan (CIP)

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

Capital Lease

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

Capital Outlay

The costs of acquiring land or purchasing "fixed assets," i.e., building improvements, buildings, improvements other than building, machinery and equipment (in general, items to be purchased are those with a cost of \$5,000 or more, having a useful life of greater than one year, with a few exceptions).

Glossary Of Terms



Certificates of Participation

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

CDBG

Community Development Block Grants are funded by the Federal Government and their purpose is to provide funds for very low and moderate income families to eliminate substandard and deteriorated housing.

Contingency

A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services

Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, maintenance agreements, and professional consulting services.

Cost Allocation

Costs which are charged to a department in the City for services of a generalized nature provided by another fund or department through a cost allocation procedure. Examples included as part of the allocation are the cost of the City Manager's Office, the City Attorney's Office, and the Finance Department. Departments which receive services from these departments are charged based on a standard formula.

CSMFO

California Society of Municipal Finance Officers. A state-wide organization whose purpose is to provide educational opportunities and interaction amongst municipal finance officers. It provides an opportunity for recognition in the achievement of excellence in operational budgeting.

Debt Financing

Borrowing funds as needed and pledging future revenues to make current expenditures. The City of Eureka uses debt financing only for one-time capital improvements whose life will exceed the term of financing and where expected revenues are sufficient to cover the long-term debt.

Debt Instrument

Methods of borrowing funds, including general obligation bonds, revenue bonds, tax allocation bonds, lease/purchase agreements, lease-revenue bonds, certificates of participation, and assessment district bonds.

Debt Service

Payments of principal and interest on bonds and other debt instruments according to a pre-determined schedule.

Deficit

The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

Department

A major organizational unit of the City which has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

Glossary Of Terms



Depreciation

Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

Distinguished Budget Presentation Awards Program

A voluntary awards program administered by the Governmental Finance Officers Association on a federal level and by the California Society of Municipal Finance Officers Association on a state-wide basis to encourage governments to prepare effective budget documents.

ECEA

The Eureka City Employees Association is an employee organization representing those employees who are not management, fire or police.

EFL

Employee organization representing fire employees and who bargains with the City for employee salaries and benefits.

EFT

Electronic Funds Transfer is a term used by the banking industry to signify a transaction that occurs through electronic means rather than a physical transfer of funds.

Employee Benefits

Costs of benefits for City employees, including Unemployment Insurance, Workers' Compensation Insurance, Health Insurance, Dental Insurance, Vision Insurance, Retirement, and Life Insurance.

EOC

Emergency Operations Center is a location where emergency managers can assemble, coordinate their actions, and facilitate efficient communication during a local emergency.

EPA

Environmental Protection Agency. A federal agency that has oversight for environmental issues and that provides grant funds to facilitate environmental endeavors by the City.

EPFA

Eureka Public Financing Authority was established as a separate entity whose purpose is to borrow money to provide funding for Redevelopment Agency projects.

EPOA

Employee organization representing police employees and who bargains with the City for employee salaries and benefits.

ERA

The Eureka Redevelopment Agency was established under state law to undertake projects that will revitalize the project areas and improve the economic base of the community.

ERAF

Education Revenue Augmentation Fund. The California State Legislature enacted the ERAF in 1991 to permanently redirect property taxes from counties, cities, and special districts to public school entities within each county. This is a state level of funding for the Education system within the State of California. Revenues have been "shifted" from local governments to fund this educational fund from both the City and Redevelopment Agency.

Glossary Of Terms



Expenditure

The outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. Note: An encumbrance is not an expenditure; an encumbrance reserves funds to be expended.

Expenditure Savings

Under the City's budgeting procedures, personnel cost projections are based on all positions being filled throughout the year. Cost projections for major supply purchases and service contracts are projected on a similar basis. However, past experience indicates that expenditures are consistently less than budgeted amounts, due at least in part to this costing methodology. Accordingly, the expenditure savings category is used to account for this factor in preparing Working Capital projections.

FEMA

Federal Emergency Management Agency. A federal agency that provides grants for fire related equipment and also training for fire personnel.

FPPC

The "Fair Political Practice Commission" is the State agency that oversees the Political Reform Act (PRA).

Fixed Assets

Assets of long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of \$10,000.

FTE

An employee unit of measurement for one "full time employee". When employee positions are allocated within the budget, these allocations are measured in terms of full time employees. Two employees working half-time would be added together and listed as one FTE.

Fund

An accounting entity that records all financial transactions for specific activities or government functions. The six generic fund types used by the City are: General Fund, Special Revenue, Debt Service, Capital Project, Enterprise, and Trust & Agency Funds.

Fund Balance (Working Capital replaces the term Fund Balance)

Also known as financial position, Working Capital for the governmental fund types is the excess of fund assets over liabilities, and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses. For the enterprise funds, this term is used interchangeably with "working capital", a comparable (although not exact) financial position concept as Working Capital (see Working Capital).

FUND TYPES

The City uses funds to organize and operate its accounting system. A fund is a separate accounting entity with a self-balancing set of accounts. Funds are further classified into several types, depending on the purpose and funding source, as explained below.

General Fund (Funds 110, 120)

This fund is used for all financial transactions/resources that are not accounted for in other funds. Most City departments, except those classified as Enterprise Funds, Grants, Housing and Redevelopment, receive their funds from the General Fund.

Glossary Of Terms



Special Revenue Funds (Funds 205, 207, 224, 225, 226, 227, 230, 231, 232, 233, 234, 236, 237, 238, 239, 241, 242, 260, 273, 275, 276, 277, 278, 283, 285, 291 and 295)

These funds account for proceeds of revenues designated for financing specified activities of the City. Special Revenue funds are also used when there is some compelling reason for segregating a revenue source from the General Fund.

Debt Service Funds (Fund 350)

These funds account for the accumulation of resources for, and the payment of, general long-term debt principal and interest of the Agency and the Authority. Revenues for this purpose include property tax increment and related interest.

Enterprise Funds (Funds 500, 501, 510, 512, 520, 530, 540, and 550)

These funds account for activities which are intended to be self-supporting or where periodic determination of net income is appropriate for management control and accountability. Costs are financed primarily through user charges.

Internal Service Funds (Funds 610, 625, 630, 650, 690, and 695)

These funds account for activities and services provided by one City organizational unit to another, financed through cost-reimbursement.

Trust & Agency Funds (Fund 700)

Also known as Fiduciary Fund Types, these funds are used to account for assets held by the City in a trustee capacity or as an agent for private individuals, organizations, or other governmental agencies. The fiduciary funds used by the City include expendable trust and agency funds. Expendable trust funds are accounted for in the same manner as Governmental Funds (general, special revenues, debt service, and capital project funds). Agency funds are custodial in nature (assets equal liabilities) and do not measure the results of operations.

FY

The "Fiscal Year" is the beginning and ending period for recording financial transactions. The City has specified July 1 to June 30 as its fiscal year.

GAAP

Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

GASB

Governmental Accounting Standards Board sets all requirements for governmental agency reporting and accounting methodologies.

GFOA

Government Finance Officers Association of the United States and Canada. A national organization whose purpose is to provide accounting guidance and educational opportunities to governmental finance officers. This organization sets the standards for budget documents that must meet program criteria as a policy document, operations guide, a financial plan and a communication device.

Goal

Is a broad statement of purpose for particular program within the agency.

HOME Program

A HOME grant or "Home Partnership Investment Program" provides grant funds for an Owner Occupied Housing First Time Homebuyer program.

Glossary Of Terms



Inter-fund Transfers

The movement of monies between funds of the same governmental entity.

Investment Revenue

Revenue received as interest from the investment of funds not immediately required to meet cash disbursement obligations.

LAFCO

Local Area Formation Commission is a regional agency that oversees land use within the Humboldt County area.

Line Item Budget

A budget that lists detailed expenditure categories (salary, materials, telephone service, travel, etc.) separately, along with the amount budgeted for each specified category. The City uses a line-item detail to maintain and record for financial reporting and control purposes. This line item budget has been developed into a Program Budget format that presents each department's operations under a broader program of service (Public Works, Community Services, etc.)

Materials and Supplies

Expendable materials and operating supplies necessary to conduct departmental operations.

Mission

Is an ideal statement of what the organization hopes to achieve.

MOU

Memorandum of Understanding is an agreement between employees and administration covering salaries, benefits and rights of employees.

NOP

Neighborhood Oriented Policing is a program utilized by the Eureka Police Department to assign personnel to areas within the community.

NPDES

The National Pollution 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).

Glossary Of Terms



Performance Measures (Objectives)

A statement of specific direction, purpose, or intent based on the needs of the community and the goals established for a specific program. Performance measures are clearly stated objectives that are measurable in quantitative terms.

PERS

The Public Employee Retirement System is a statewide retirement system in which all full time and regular part time employees participate as one of their employee benefits. Alternately referred to as CalPERS to designate the retirement system within the State of California.

PLC

A Programmable Logic Controller is a type of computer that is used to control the water treatment process.

POST

“Peace Officers Standards and Training” is a requirement or standard that all police officers within California must meet.

Program

A grouping of activities organized to accomplish basic goals and objectives.

PSAPS

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

Reserve

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

Reserve Draw Down

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

Revenue Bonds

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

Resolution

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

Resources (Sources)

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

RFP

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

RPT

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

Glossary Of Terms



Salaries

Costs of salaries of City employees, including full-time and part-time/temporary employees, overtime and miscellaneous categories apply.

SCADA

The Supervisory Control and Data Acquisition is a software package that is installed in a PLC to gather necessary data on the water treatment process.

Services and Supplies

The costs of services or supplies purchased by the City. Examples of such services and supplies include consultants, architectural, engineering, legal services, contractual services for construction/maintenance of public facilities, removal and repair of equipment, purchase of gasoline and diesel fuel, payment of gas and electrical bills, payment for water purchased from Humboldt Bay Municipal Water District, office supplies, chemicals and other operating supplies, cost of liability and fire insurance and principal and interest payments on outstanding City debt.

Significant Accomplishments

Outlines the changes and accomplishments that occurred over the past fiscal year. Significant changes would be changes that affect the structural nature of a department or program that may or may not impact the way services are rendered. Accomplishments review how performance objectives were met.

STAF

State Transit Assistance Funds are disbursed locally by the Humboldt County Association of Governments for local transit needs.

STIP

State Transportation Improvement Program - The STIP is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the State Highway Account and other funding sources.

Subventions

Revenues collected by the State (or other level of government), which are allocated to the City on a formula basis. The major subventions received by the City from the State of California include motor vehicle in-lieu and gasoline taxes.

Tax Allocation Bonds

Bonds sold to fund capital projects, whereby principal and interest payments are secured by tax revenues.

Units of Measure

A set of reasonable, realistic standards of precise units of measures whereby performance data can be compared. The resulting information is the feedback for management, the City Council, and citizens concerning the relative success and efficiency of the various city programs.

Unencumbered Working Capital

The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

USDA

United States Department of Agriculture rules and regulations are guidelines by which our City Zoo is operated.

Glossary Of Terms



USDI

United States Department of the Interior rules and regulations are guidelines by which our City Zoo is operated.

Working Capital (Reserves)

Also known as financial position in private sector accounting and in enterprise fund accounting in the public sector, working capital is the excess of current assets over current liabilities. For the enterprise funds, this term is used interchangeably with "Working Capital", a comparable (although not exact) financial position concept in the governmental fund types (see Working Capital).