

City of Healdsburg

California



Celebrate Healdsburg - May 2009

Operating Budget



Fiscal Year 2009-2010

CITY OF HEALDSBURG

Adopted Budget Fiscal Year 2009-10

City Council:

Eric Ziedrich, Mayor

James Wood, Vice-Mayor

Mike McGuire, Councilmember

Gary Plass, Councilmember

Tom Chambers, Councilmember

City Manager:

Marjie Pettus

CITY OF HEALDSBURG

Commissions and Staff

Advisory Commissions:

Airport Commission
Planning Commission
Recreation and Parks Commission
Senior Citizen Advisory Commission

City Staff:

City Manager Marjie Pettus
City Attorney Mike Gogna
City Clerk Maria Curiel
Finance Director Heather Ippoliti
Director of Community Services David Mickaelian
Director of Planning and Building Rick Tooker
Police Chief Susan Jones
Fire Chief Randy Collins
Director of Public Works Mike Kirn
Electric Utility Director Elizabeth Kirkley

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GUIDE TO THE BUDGET

This document is organized into the following sections:

Overview

This section contains the Adopted Budget Message, Statement of Budget Principals, Council Goals, City Organizational Chart and summarized budget information displaying revenues, appropriations, capital projects, and personnel assignments.

Summaries

This section presents the operating, service, debt and development budgets at the fund level.

Department Summaries

This section includes the budget for each City department. Also included is an organizational chart, a brief explanation of the areas of responsibility, accomplishments of the past year and goals for the future.

Redevelopment Agency

This section presents the budgets by fund for the Redevelopment Agency.

Glossary

This section includes a glossary of terms used in this budget, the appropriations limit worksheet and the resolutions approved by Council adopting this budget.

DESCRIPTION OF FUNDS

General Fund: The General Fund is the most versatile of all the City's funds because it has no specific legal restrictions as to its use. General Fund revenues are primarily used to support the public safety departments and a small portion of Administration and Finance.

Enterprise Funds: Revenues derived from the City's Water, Wastewater, Electric, Streets, Planning & Building and Community Services are restricted to certain purposes and can only be spent to provide these services.

Service Funds: The City has several service funds - Insurance & Benefits Service Fund, Information Systems Service Fund, Vehicle Service Fund, and the Building Maintenance Service Fund. These funds provide for the maintenance and periodic replacement of data processing hardware and software, telecommunications equipment, vehicles, mobile equipment and building maintenance. The Insurance and Benefit Service Fund covers retirement and medical premiums, Workers' Compensation, State Unemployment Insurance and paid leave.

Debt Funds: The Debt Service Funds are used to account for the accumulation of resources and the payment of principal and interest for the City's indebtedness.

Impact Fee Funds: Impact fees are charges on new development to cover some of the cost of public facilities and infrastructure needed to serve the future development. The City uses these funds to account for the receipts of impact fees for use on the projects designated with the fee adoption.

CITY OF HEALDSBURG ADMINISTRATION

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Healdsburg, CA 95448-4723

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Visit us at www.ci.healdsburg.ca.us



July 1, 2009

Honorable Mayor and City Council Members
401 Grove Street
Healdsburg, CA 95448

SUBJECT: 2009-10 Adopted Budget Message

Honorable Mayor and Councilmembers:

We are pleased to present this Adopted Budget for the fiscal year ending June 30, 2010. This budget was adopted on June 23, 2009.

In late February 2009, City Council began the 2009-10 budget process with a special study session to identify goals that would be the basis for developing the 2009-10 City budget. By motion, those goals were adopted on March 16, 2009. In May, staff presented a proposed operating budget for 2009-10. Council conducted four budget workshops and provided staff with direction regarding reductions and revisions. On June 22, Council directed staff to return on June 23 with a recommendation to adopt the final 2009-10 Proposed Budget and Capital Improvement Program.

The Council's direction to staff was to develop a balanced budget recognizing current economic conditions while striving to maintain current levels of service. The Council is committed to the preservation of reserves, with the use of reserves only as necessary, and to have a plan for the restoration. As adopted, the City's budget achieved the City's goals by closely linking what the Council wants to accomplish in the 2009-10 fiscal year with the resources required to do so.

ECONOMIC OUTLOOK

State and local governments representing about 15% of the economy, are beginning the worst contraction in post-war history amid a deficit of \$166 billion for fiscal year 2010, according to the Center of Budget and Policy Priorities, and an expected gap of \$350 billion in fiscal year 2011.

As of this writing, the State's budget gap is estimated at \$26.3 billion. This adopted budget does not take into consideration any revenues to be confiscated by the State to balance their budget. It is expected that additional budgetary actions will be needed once additional information is available.

The local economy, housing market and retail sales continue to slow at unprecedented levels and the unemployment rate is increasing. All of this results in declines or tepid growth in our most important revenues, and an increasing concern about inflation.

BUDGET REDUCTION STRATEGY

We started this budget process with the General Fund projecting a \$1.2 million use of reserves and the other funds were not looking much better. The City cannot make cuts of this nature without impacting jobs. There are two key components to department operating budget reductions:

Employee Staffing Cost Reductions All employee groups including upper management agreed to no cost of living salary adjustments (“zero year”) in 2009-10. These employee concessions provided almost \$600 thousand in annual savings compared with initial budget estimates.

A total of 17 full-time equivalent positions were eliminated through early retirements, removal of vacant positions, organizational restructuring and lay-offs.

Net Changes in Regular Staffing Positions

<u>Department</u>	<u>Staffing FTE*</u>
Administration	(3)
Finance	2
Community Services	(2)
Electric Utility	(3)
Fire	(1)
Planning & Building	(2)
Police	(2)
Public Works	(7)
Total	(17)

* Full-time Equivalents

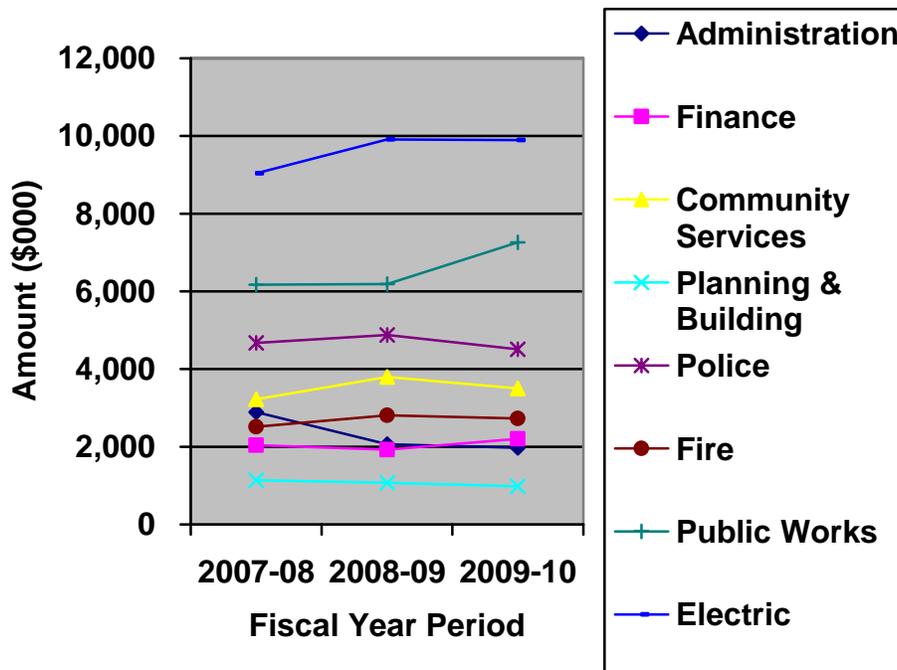
Department Operating Reductions In preparing the department operating budgets, all departments took an extensive look at their operations searching for ways to make reductions. Wherever possible, departments reduced their budget, with a focus on areas where goods and services were no longer required or there were savings from renegotiated contracts.

The utility funds – water, wastewater, streets, and electric – account for about 35% of the City’s financial operations. While the fiscal problems facing the City are largely in the General Fund, Community Services, and Planning & Building, the utility funds have also participated in the budget reduction process. The budget reductions in the utility funds are done in an attempt to mitigate possible rate increases.

FINANCIAL OVERVIEW

Overall, the 2009-10 Adopted Budget has a total of \$109.8 million in appropriations made up of a \$50.8 million operating budget, a \$11.2 million service & debt budget, a \$19.6 million redevelopment budget, and a \$28.2 million capital improvement budget.

Expenditures by Department



General Fund

The final adopted General Fund budget reflects City Council direction to expend part of the beginning fund balance, while remaining within the Council’s reserve policy of maintaining a fund balance of at least 25% of revenues as a contingency reserve and a \$1.25 million recession reserve. Expenditures are budgeted to be over \$7.4 million or about 10% less than 2008-09.

2009-10 Adopted Budget Message
July 1, 2009

Police expenditures account for 60.6% of the General Fund budget, and fire expenditures account for 32.2%.

Utility Funds

The operating utility fund budget is \$32.8 million or about 32.9% more than 2008-09. Two contributors make up that noteworthy increase. First, included in the Electric Budget is \$10 million of bond financing for the Badger Electric substation facilities, and second is an accounting presentation change. In the past, labor applicable to capital projects has not been included in the operating budget presentation. Starting with fiscal year 2009-10, staff felt it was important to show 100% of the cost of operations.

Community Services Fund

The Community Services Fund budget is over \$2.1 million, or about 19% less than 2008-09. The budget includes \$44,800 in transfers to the Meeting Center and School Services Funds. Last year, similar transfers totaled \$120,216. This fund is \$64,725 short of meeting the Council approved reserve policy of 25% of Transient Occupancy Tax (TOT) revenue as a recession reserve and a \$200 thousand recession reserve.

Planning and Building Fund

The Planning & Building Fund budget is about \$578 thousand, or about 10% less than 2008-09. Estimated revenues for fiscal year 2009-10 are expected to be less than 50% of 2008-09. As adopted, the approved appropriations exceed the revenues by over \$285 thousand.

REVENUE HIGHLIGHTS

The 2009-10 revenue projections reflect the staff's best judgment about how the economy will perform over the next year, and how it will affect our revenues. Sales and property tax account for 77% of the General Fund revenue.

Sales Tax Sales tax is the City's number one General Fund revenue, making up 48% of the General Fund revenue. Following a 4% increase in 2007-08, we expect a 6.5% decrease in 2008-09, followed by a 1% decrease in 2009-10.

Property Tax Property tax amounts for 29% of General Fund revenue. We saw a 4.8% increase in 2007-08, and a 5.8% increase in 2008-09. We are projecting only a 1.4% increase in 2009-10 due to the increased number of property value reassessments.

Transient Occupancy Tax (TOT) The City's TOT rate is 12%, with 2% going to the General Fund and 10% going to the Community Services Fund, supporting recreation programming. Following a 13.5% increase in 2007-08, we are expecting a 13% decrease in 2008-09, followed by a 7% decrease in 2009-10.

REDEVELOPMENT AGENCY

Commercial & Industrial Fund

The Redevelopment Agency (RDA) Commercial & Industrial Fund budget is \$12.5 million or about 18% less than 2008-09. Only \$4.3 million is appropriated for capital projects in fiscal year 2009-10, \$3.4 million less than 2008-09. Included in appropriations is \$220 thousand for economic development contracts and \$566 thousand for a possible State take.

Low and Moderate Income Housing Fund

The RDA Low & Moderate Housing Fund budget is \$4 million or about 58% less than 2008-09. In fiscal year 2008-09, \$3.4 million was loaned to a housing developer. .

CONCLUSION

This budget has been developed without the knowledge of how the State's budget process will affect us. No significant State budget cuts are reflected in the adopted figures. Any state takeaway of General Fund revenues will be major. In dealing with this uncertainty, we need to strive to keep our reserves at minimum policy levels. They are our front line of defense in the event of an extended economic downturn and State budget takeaways.

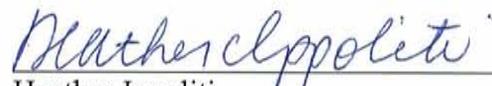
Staff is fully aware of the uncertainty and the need to continue to look for ways to control spending and to closely monitor revenue projections, adjusting spending plans accordingly.

With that said, we'd like to thank the Council for their support and leadership through this difficult and long process, and the City staff members who were responsible for the preparation of the budget information, and to especially thank Marisol Espinoza, Accounting Assistant, who without her aid this budget would not be complete.

Respectfully Submitted,



Marjie Pettus
City Manager



Heather Ippoliti
Finance Director

CITY OF HEALDSBURG

Statement of Budget Principles

- The budget is the City Council's primary decision and policy making tool.
- Budget information should be understandable to the public despite the complexities of accounting and legal requirements.
- The budget should reflect a bottom up multi-year look at all expenses and revenues.
- Labor costs must reflect productive labor costs and all associated fringe benefits from existing contracts, as well as management forecasts for the future for those individuals working on particular projects and programs.
- Expenses should reflect changes in operations, market conditions and forecast rate changes, not just a cost of living escalation.
- The difference between one time or non-recurring costs and on-going and recurring costs should be acknowledged.
- Revenues should reflect those projected to be generated from existing businesses, from plans for expansion under existing laws, not desired changes.
- Revenues should be conservatively estimated.
- Reserves should be maintained according to established policy.

By utilizing these principles we attempt to present a realistic forecast of both revenues and expenses that offer a relative picture of the coming fiscal year and future years regardless of whether a deficit or surplus is forecasted.

Neither optimistic assumptions as to new grants nor pessimistic forecasts of new revenue losses are reflected. Forecasted expenditures only identify authorized service expansions and consensus growth assumptions.

It is hoped that the budget offers a valid base to measure the performance of City departments against their best plans, as well as the various funds and enterprises against the policies and direction provided by the City Council.



CITY COUNCIL GOALS – 2009

Adopted March 16, 2009

1. **Budget – Long Term Sustainability**

Develop a long term fiscal stabilization plan for all Funds.

2. **General Plan Update**

Adopt the General Plan and Housing Element Updates in 2009, including an Implementation Plan and timeline for completion of the special study areas, after completing the environmental review and soliciting and considering input from the public. Begin implementation of the General Plan with amendments to the Zoning Ordinance.

3. **Wastewater Reclamation Project**

Secure funding from state and federal sources for the Wastewater reclamation program and develop a timeline for the project.

4. **Green City Programs**

Develop a community vision that will provide for a flexible, multiyear plan to promote sustainable living and advance the objectives of the Green City Committee.

5. **Affordable Housing**

Develop a long range Affordable Housing plan that will meet the needs of lower- and moderate-income families and tie into the economic development program.

6. **Memorial Bridge**

Develop funding sources and a timeline to rehabilitate or replace the Memorial Beach Bridge.

7. **Purity/Cerri Site**

Complete the Purity/Cerri site master plan and environmental review for the development.

8. **Parks and Recreation**

Develop a plan for the prioritization and implementation of parks and recreation projects and programs.

CITY COUNCIL GOALS – 2009

9. Infrastructure

Develop a strategy that will provide adequate funding for the City's deteriorating infrastructure, including: roads, streets, pipelines and electric.

10. Community/Government Affairs

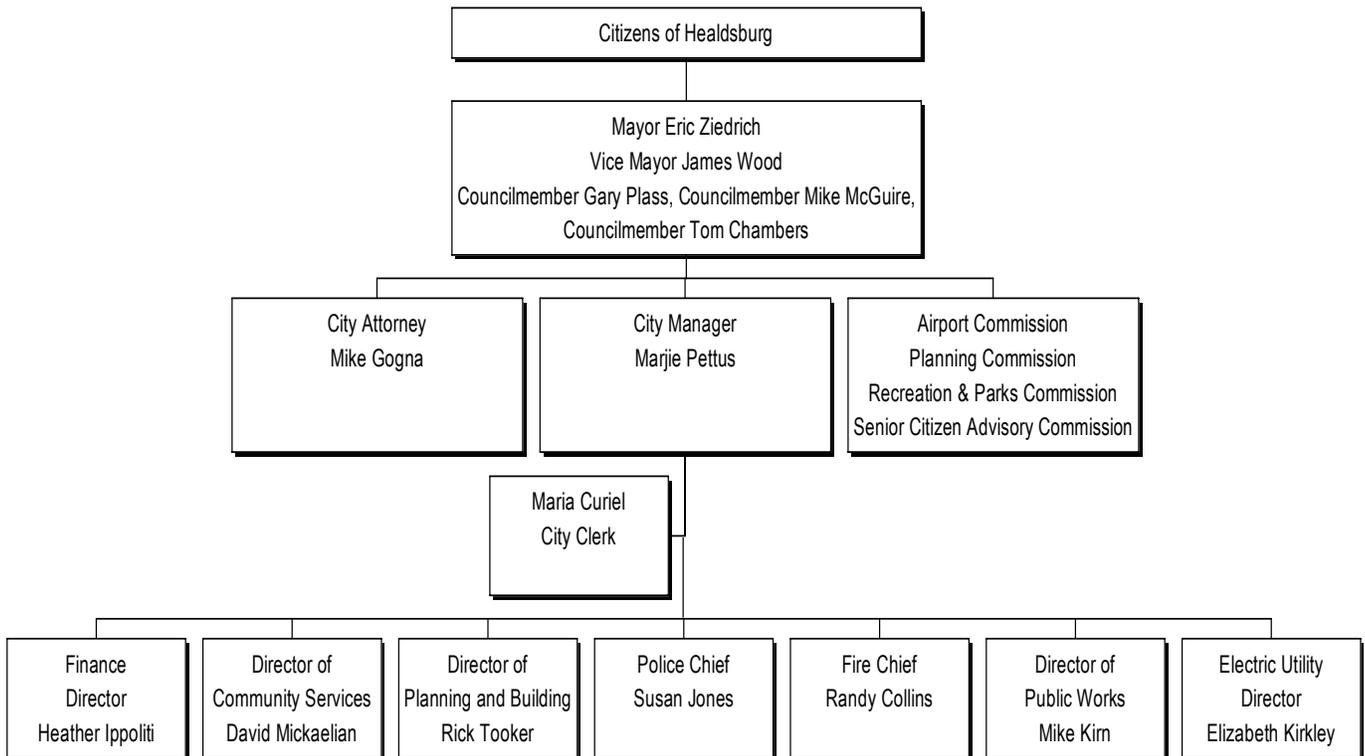
Identify and implement programs designed to enhance government and community relations through transparency, education, and participation.

11. Public Safety

Maintain current police and fire service levels. Develop funding sources sufficient to add additional necessary positions and services.

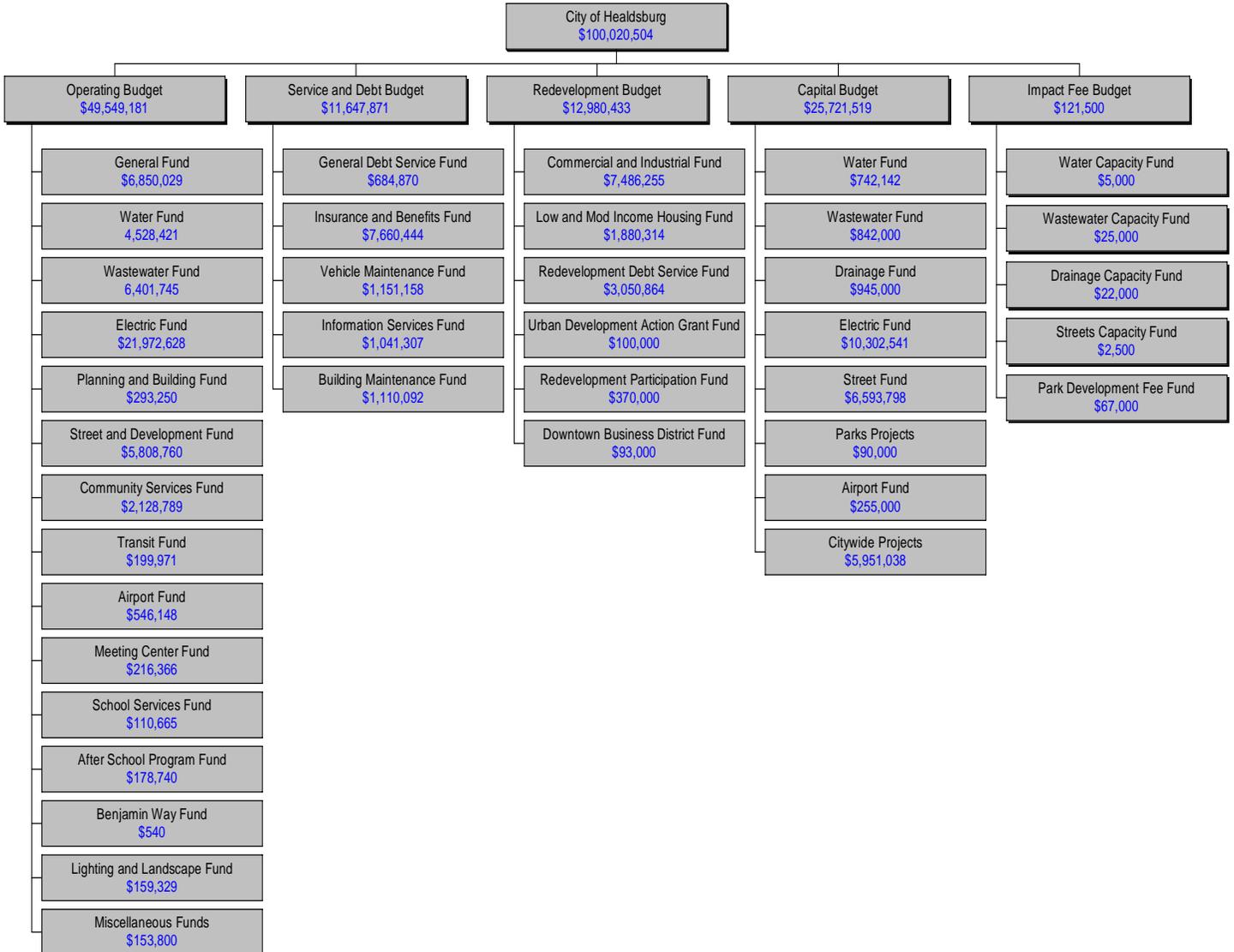
CITY OF HEALDSBURG

Organizational Chart



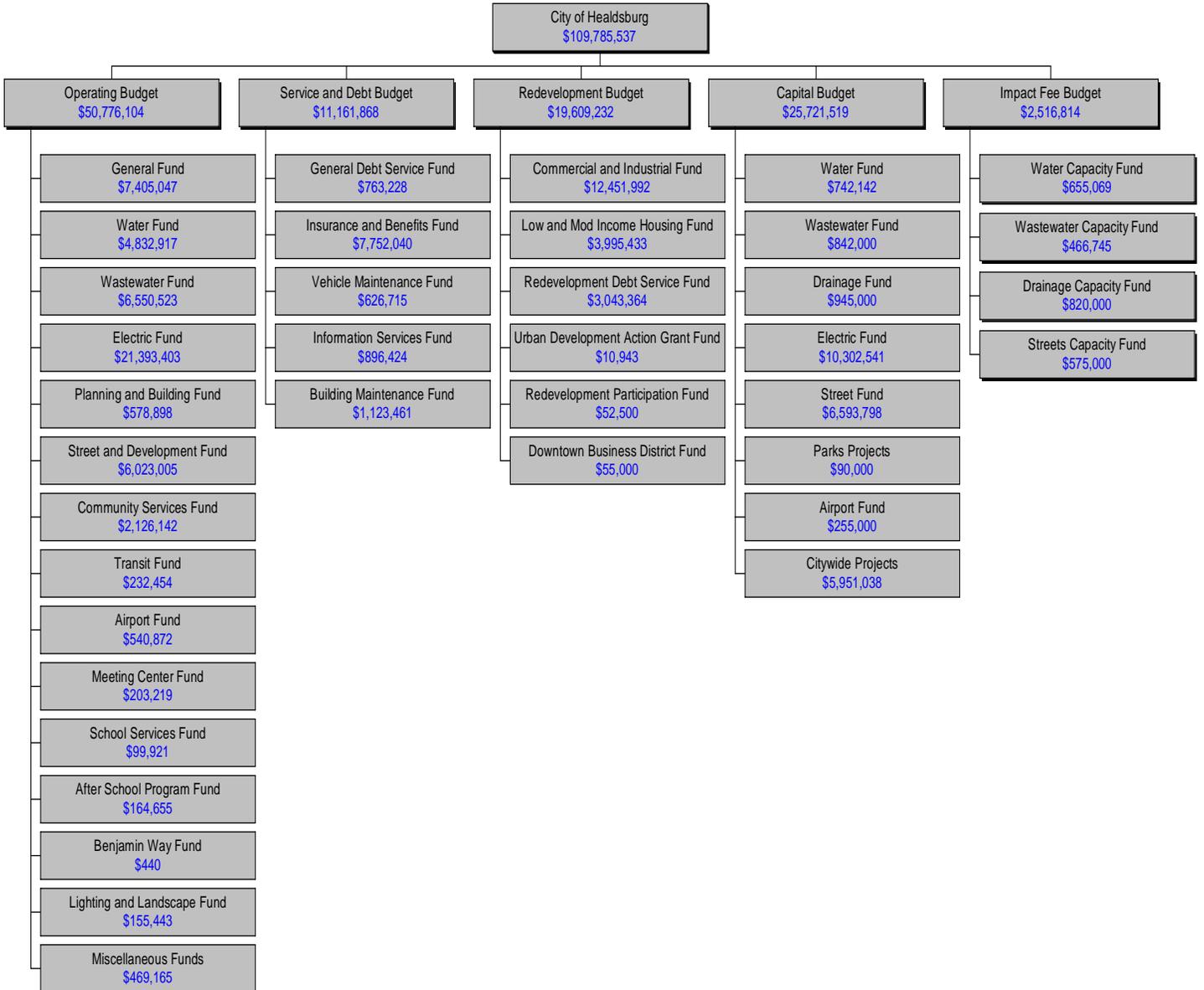
TOTAL CITY REVENUE

Budget for Fiscal Year 2009-10



TOTAL CITY EXPENSE

Budget for Fiscal Year 2009-10



City of Healdsburg Capital Improvement Program FY 2009-10

	FY 2009-10 Funding	Funding Carryover	Total
Water Projects			
Cadoul Liner	30,000	-	30,000
Cadoul Roof Replacement	100,000	-	100,000
Chemical Feed-Gauntlett/Fitch Water Treatment Facility	10,000	-	10,000
Panorama Reservoir Flow Meter	20,000	-	20,000
McDonough Heights Pump Station	8,000	-	8,000
Pressure Reducing Valve Installation	46,648	-	46,648
Tayman Pump Station	15,000	-	15,000
Water Meter Rebuild	37,500	-	37,500
Water Service Replacement	200,000	-	200,000
Water Service Replacement RDA Area	244,994	-	244,994
Well Rehab	30,000	-	30,000
Total	742,142	-	742,142

Wastewater Projects			
Heron Drive Force Main	-	240,000	240,000
Fines and Penalties	200,000	-	200,000
Lift Station Repairs	80,000	-	80,000
Magnolia Lift Station Generator Rebuild	20,000	-	20,000
Main Replacement	60,000	-	60,000
Manhole Rehabilitation	30,000	-	30,000
Wastewater Lateral Replacements	40,000	-	40,000
Wastewater Lateral Camera	12,000	-	12,000
UV Disinfection Lamp Replacement	25,000	-	25,000
WWTP NPDES Permit Renewal	75,000	-	75,000
WWTP Punch List	300,000	-	300,000
Recycled Water System Design	-	955,000	955,000
Total	842,000	1,195,000	2,037,000

Drainage Projects			
Foss Creek Flood Plain Improvements	20,000	-	20,000
McDonough Heights SD Improvements	350,000	-	350,000
Misc SD Replacement	150,000	-	150,000
Phase II Compliance	125,000	-	125,000
SD at Foss Crk Pathway at Depot - Front St.	300,000	-	300,000
Total	945,000	-	945,000

City of Healdsburg Capital Improvement Program FY 2009-10

	FY 2009-10 Funding	Funding Carryover	Total
Streets Projects			
101 and Dry Creek	351,038	-	351,038
101 and Mill Street	250,000	-	250,000
ADA Ramps	85,000	-	85,000
Annual Slurry Seal	518,000	-	518,000
At Grade Crossings	193,500	-	193,500
Five Way	475,000	-	475,000
Foss Creek Path Depot - Front Street	300,000	-	300,000
Healdsburg Avenue Bridge	3,150,000	-	3,150,000
HES In-Pavement Lights	104,800	-	104,800
New Sidewalk Installation	18,000	-	18,000
North and HB Ave Signal Reconstruction	75,000	-	75,000
Signal Relamping	67,500	-	67,500
Signal Sensus Detectors	10,000	-	10,000
Hazardous Sidewalk Replacement within RDA	100,000	-	100,000
Grant St. Sidewalk Safe Routes to Schools	895,960	185,000	1,080,960
Total	6,593,798	185,000	6,778,798
Electric Projects			
Remote Utility Meter Read Conversion	-	67,000	67,000
Healdsburg Ave 12 KV URD Expansion, Mill – Matheson Street	-	138,000	138,000
North Area Express Feeder	462,541	975,000	1,437,541
Badger Substation Upgrade	9,700,000	597,500	10,297,500
Grant Street URD Expansion	140,000	-	140,000
Total	10,302,541	1,777,500	12,080,041
Parks Projects			
LLAD Zone 1 Landscape and Irrigation Improvements	-	63,000	63,000
Giorgi/Rec Park Master Plan	-	1,122,174	1,122,174
Neighborhood Revitalization Program	90,000	-	90,000
Total	90,000	1,185,174	1,275,174
Airport Projects			
Airport Improvements	160,000	-	160,000
Hangar Purchase	95,000	-	95,000
Total	255,000	-	255,000

City of Healdsburg Capital Improvement Program FY 2009-10

	FY 2009-10 Funding	Funding Carryover	Total
Citywide Projects			
Directional Sign Program	-	47,500	47,500
General Plan Update	1,000	67,000	68,000
Recodification of City Code	-	44,000	44,000
Victory Studios Transitional Housing	279,000	817,000	1,096,000
155 Dry Creek Road	200,000	85,500	285,500
328 East Street	-	43,900	43,900
1201 Grove Street Improvement Costs	30,000	7,600	37,600
627 Healdsburg Avenue	200,000	910,500	1,110,500
General Plan Implementation	-	161,376	161,376
Housing Element Update	5,200	54,400	59,600
Annexations Processing	-	5,000	5,000
Saggio Hills Affordable Housing Site Development Analysis	104,000	-	104,000
Infill Design Guidelines	11,750	-	11,750
Update RDA Five-Year Implementation Plan	15,000	-	15,000
Central Healdsburg Ave. Special Study Area	332,000	-	332,000
Railroad Depot Project	711,872	-	711,872
Electric Vehicle Charging Station	50,000	-	50,000
Sotoyome Improvement Project	1,766,333	-	1,766,333
Cerri Site Development	145,750	-	145,750
Low/Moderate Housing Site Acquisition	700,000	-	700,000
Low/Mod Income Housing Assistance Prog	1,189,133	-	1,189,133
Water/Wastewater Capacity Purchase Prog	160,000	-	160,000
Special Study Areas	50,000	-	50,000
Total	5,951,038	2,243,776	8,194,814
Public Building Projects			
Corp Yard - Grading, Paving and Drainage	-	116,500	116,500
Total	-	116,500	116,500
Total Capital Improvement Program	25,721,519	6,702,950	32,424,469

City of Healdsburg Summary of Full-Time Positions

Department	Adopted 2009-10	Explanation
<i>Administration</i>	4	Downgraded Redevelopment Director to Coordinator and transferred position to Planning and Building. Eliminated Vacant Assistant City Manager position. Downgraded Records Technician to part-time.
<i>Finance</i>	17	Transferred Storekeeper and Equipment Supervisor positions from Public Works. Downgraded Accountant to General Services Superintendent. Downgraded Accounting/IS Manager to Accounting Manager. Eliminated part-time Accounting Clerk II position.
<i>Community Services</i>	8	Eliminated Rec Coordinator II position. Eliminated Office Assistant II position as of 12/31/09.
<i>Electric Utility</i>	12	Eliminated Electric Technician, Sr. Electric Engineering Technician and Electric Lineman positions.
<i>Fire</i>	11	Eliminated Fire Captain and Intern positions.
<i>Planning & Building</i>	5	Eliminated Assistant Planner, Building Inspector II, and Office Assistant positions. Transferred Redevelopment Coordinator position from Administration.
<i>Police</i>	26	Eliminated Police Officer and Intern positions. Downgraded Administrative Assistant position to part-time.
<i>Public Works</i>	30	Eliminated Sewer Operator III, vacant Utility Worker II, Office Assistant, vacant Water & Wastewater Superintendent, and Public Works Inspector positions. Transferred Storekeeper and Equipment Supervisor positions to Finance.

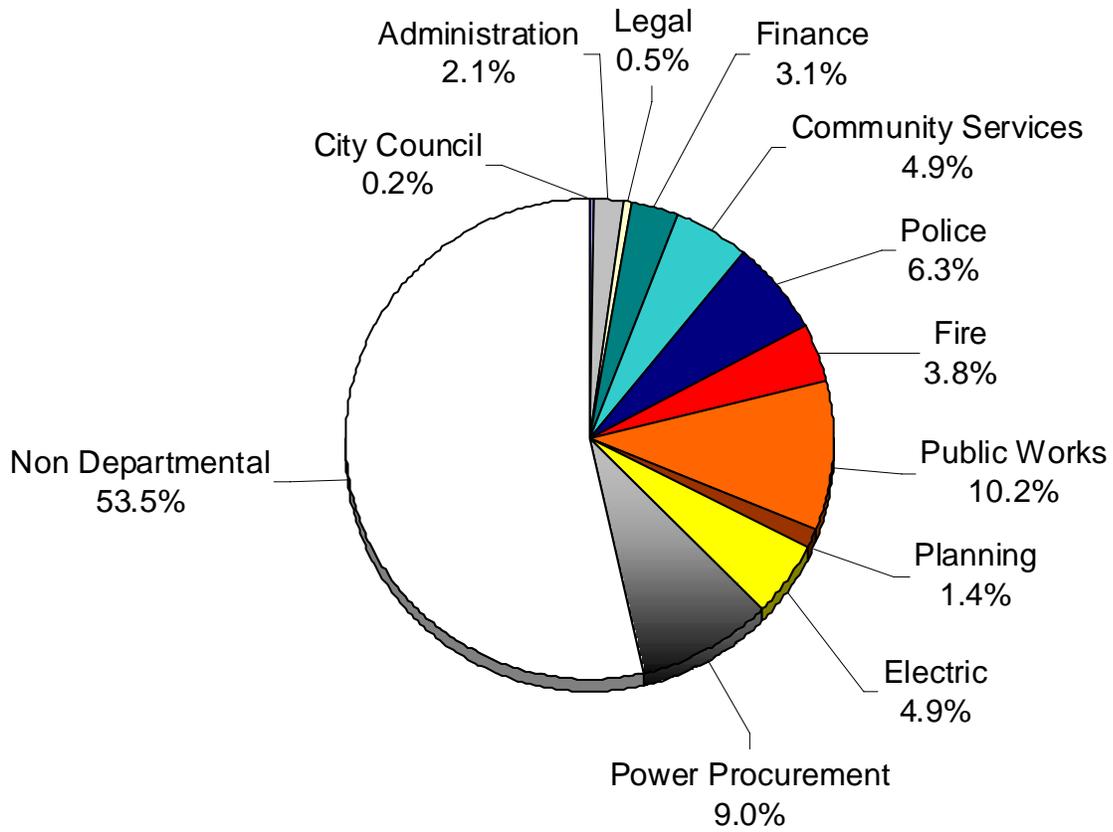
**Total Full-Time
Positions**

113

CITY OF HEALDSBURG
FINANCIAL STATUS OVERVIEW
Operating, RDA and Debt Service Budgets

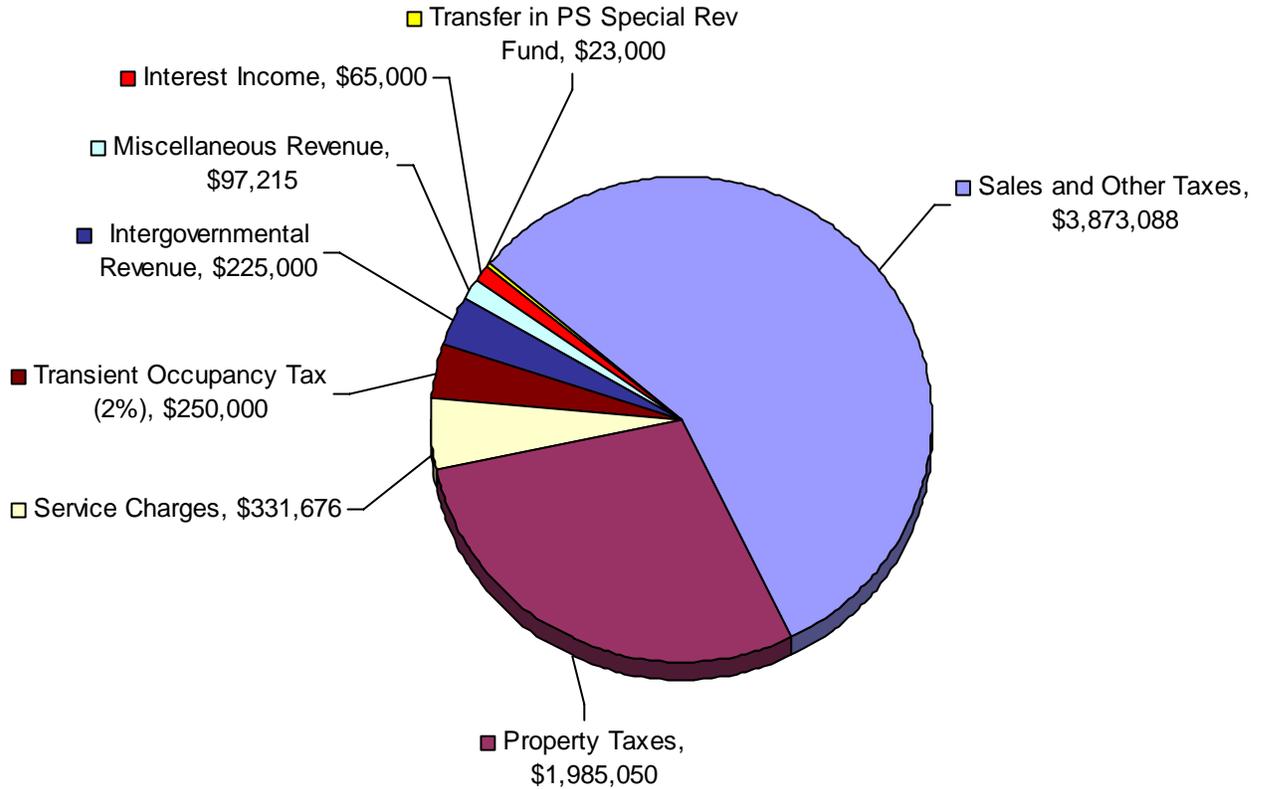
	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE & OTHER SOURCES</u>				
Charges for Service	\$ 19,892,973	\$ 23,023,010	\$ 21,692,931	\$ 22,044,763
RDA Tax Increment	8,609,919	8,883,376	8,954,048	9,126,569
Intergovernmental Revenue	1,329,296	1,582,275	1,958,668	5,780,311
Transfers	7,945,559	7,231,392	17,030,381	4,335,333
Sales and Other Taxes	4,041,411	3,784,096	3,807,394	3,769,088
Property Tax - General Fund	1,849,683	1,968,591	1,957,044	1,985,050
Transient Occupancy Tax	1,860,058	1,934,400	1,619,214	1,500,000
Miscellaneous Fees & Charges	1,804,142	1,137,782	1,386,692	1,202,690
Interest Income	3,067,745	753,655	969,479	827,470
Rents	797,891	789,665	749,189	790,540
Property Tax - Bond Debt	650,221	711,810	520,075	669,370
Busienss License Tax	229,234	221,705	226,205	220,000
Special Assessments	144,004	154,020	151,549	154,759
Fees and Permits	510,625	358,875	394,535	150,000
Bond Proceeds	-	-	-	10,165,541
Total Revenue	<u>\$ 52,732,761</u>	<u>\$ 52,534,652</u>	<u>\$ 61,417,404</u>	<u>\$ 62,721,484</u>
<u>EXPENSE BY DEPARTMENT</u>				
City Council	\$ 96,311	\$ 128,705	\$ 121,194	\$ 116,548
Legal	310,034	440,300	295,769	355,300
Administration	2,483,467	1,747,347	1,642,320	1,497,058
Finance	2,039,084	2,092,148	1,922,476	2,204,566
Community Services	3,228,205	4,137,239	3,797,639	3,502,726
Police	4,677,856	4,878,000	4,878,000	4,511,262
Fire	2,520,834	2,948,504	2,808,644	2,725,891
Electric - Operating	9,035,864	11,014,735	9,914,060	9,897,221
Public Works	6,174,897	6,653,243	6,187,863	7,261,221
Planning	1,138,379	1,167,245	1,072,517	981,283
Non Departmental	30,322,511	39,526,017	37,895,850	38,040,488
Total Expense	<u>\$ 62,027,442</u>	<u>\$ 74,733,483</u>	<u>\$ 70,536,332</u>	<u>\$ 71,093,564</u>
<u>EXCESS EXPENSE OVER REVENUE</u>				
	<u>\$ (9,294,681)</u>	<u>\$ (22,198,831)</u>	<u>\$ (9,118,928)</u>	<u>\$ (8,372,080)</u>

Operating, RDA and Debt Service Budgets Fiscal Year 2009-10 \$71,093,564



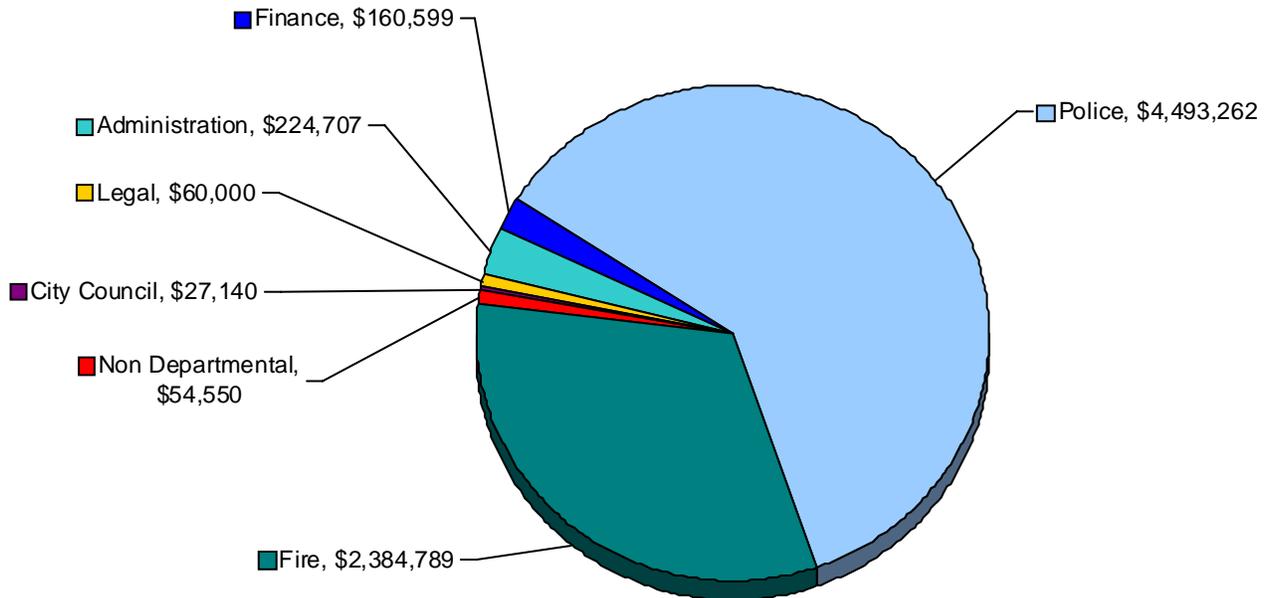
Revenue By Source - General Fund

\$6,850,029



Expenditure By Department - General Fund

\$7,405,047



GENERAL FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Sales and Other Taxes	\$ 4,137,105	\$ 3,884,301	\$ 3,912,826	\$ 3,873,088
Property Taxes	1,849,683	1,968,591	1,957,044	1,985,050
Service Charges	367,953	478,356	493,728	331,676
Transient Occupancy Tax (2%)	310,007	322,400	269,214	250,000
Intergovernmental Revenue	353,800	256,000	306,061	225,000
Miscellaneous Revenue	141,062	100,142	114,959	97,215
Interest Income	167,098	85,000	85,000	65,000
Transfer in PS Special Rev Fund	-	-	-	23,000
Total Revenue	<u>\$ 7,326,708</u>	<u>\$ 7,094,790</u>	<u>\$ 7,138,832</u>	<u>\$ 6,850,029</u>

EXPENDITURE BY DEPARTMENT

City Council	\$ 24,824	\$ 25,646	\$ 25,887	\$ 27,140
Legal	68,213	70,000	45,000	60,000
Administration	108,082	102,700	126,221	224,707
Finance	54,263	52,189	47,352	160,599
Police	4,677,856	4,869,000	4,869,000	4,493,262
Fire	2,311,531	2,537,879	2,539,290	2,384,789
Non Departmental	45,193	51,073	46,207	54,550
Transfer to PS Special Rev Fund	-	75,481	75,481	-
Transfer to Gen Cap Rplc Fund	-	500,000	500,000	-
Total Expenditure	<u>\$ 7,289,962</u>	<u>\$ 8,283,968</u>	<u>\$ 8,274,438</u>	<u>\$ 7,405,047</u>
Change in Fund Balance	36,746	(1,189,178)	(1,135,606)	(555,018)
Estimated Beginning Fund Balance	<u>4,726,314</u>	<u>4,763,060</u>	<u>4,763,060</u>	<u>3,627,454</u>
Estimated Ending Fund Balance	<u>\$ 4,763,060</u>	<u>\$ 3,573,882</u>	<u>\$ 3,627,454</u>	<u>\$ 3,072,436</u>

EXPLANATION OF RESERVES

	2007-08	2008-09	2009-10
Contingency Reserve	\$ 1,831,677	\$ 1,784,708	\$ 1,706,757
Recession Reserve	1,250,000	1,250,000	1,250,000
Unrestricted	1,681,383	592,746	115,679
Estimated Fund Balance	<u>\$ 4,763,060</u>	<u>\$ 3,627,454</u>	<u>\$ 3,072,436</u>

BENJAMIN WAY MAINTENANCE DISTRICT FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Maintenance Fees	\$ 440	\$ 440	\$ 440	\$ 440
Interest Income	250	100	100	100
Total Revenue	<u>\$ 690</u>	<u>\$ 540</u>	<u>\$ 540</u>	<u>\$ 540</u>
<u>EXPENDITURE BY DEPARTMENT</u>				
Finance	\$ -	\$ 440	\$ -	\$ 440
Non Departmental	10	-	-	-
Total Expenditure	<u>\$ 10</u>	<u>\$ 440</u>	<u>\$ -</u>	<u>\$ 440</u>
Change in Fund Balance	680	100	540	100
Estimated Beginning Fund Balance	<u>5,279</u>	<u>5,959</u>	<u>5,959</u>	<u>6,499</u>
Estimated Ending Fund Balance	<u><u>\$ 5,959</u></u>	<u><u>\$ 6,059</u></u>	<u><u>\$ 6,499</u></u>	<u><u>\$ 6,599</u></u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Unrestricted	<u>\$ 5,959</u>	<u>\$ 6,499</u>	<u>\$ 6,599</u>	
Estimated Fund Balance	<u><u>\$ 5,959</u></u>	<u><u>\$ 6,499</u></u>	<u><u>\$ 6,599</u></u>	

LIGHTING AND LANDSCAPING DISTRICT AREA A FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Special Assessments	\$ 144,004	\$ 154,020	\$ 151,549	\$ 154,759
Interest Income	8,519	5,455	5,455	4,570
Total Revenue	<u>\$ 152,523</u>	<u>\$ 159,475</u>	<u>\$ 157,004</u>	<u>\$ 159,329</u>
<u>EXPENDITURE BY DEPARTMENT</u>				
Finance	\$ -	\$ 5,956	\$ 5,104	\$ 1,204
Community Services	92,385	137,111	115,791	146,439
Public Works	196	-	-	-
Non Departmental	6,041	9,700	5,595	7,800
Capital Projects	227,000	-	-	-
Total Expenditure	<u>\$ 325,622</u>	<u>\$ 152,767</u>	<u>\$ 126,490</u>	<u>\$ 155,443</u>
Change in Fund Balance	(173,099)	6,708	30,514	3,886
Estimated Beginning Fund Balance	<u>404,349</u>	<u>231,250</u>	<u>231,250</u>	<u>261,764</u>
Estimated Ending Fund Balance	<u><u>\$ 231,250</u></u>	<u><u>\$ 237,958</u></u>	<u><u>\$ 261,764</u></u>	<u><u>\$ 265,650</u></u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Reserved for Area A	<u>\$ 231,250</u>	<u>\$ 261,764</u>	<u>\$ 265,650</u>	
Estimated Fund Balance	<u><u>\$ 231,250</u></u>	<u><u>\$ 261,764</u></u>	<u><u>\$ 265,650</u></u>	

GENERAL DEBT SERVICE FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Property Tax	\$ 650,221	\$ 711,810	\$ 520,075	\$ 669,370
Interest Income	38,771	20,500	23,534	15,500
Total Revenue	<u>\$ 688,992</u>	<u>\$ 732,310</u>	<u>\$ 543,609</u>	<u>\$ 684,870</u>
<u>EXPENSE BY DEPARTMENT</u>				
Non Departmental:				
Interest	\$ 220,374	\$ 196,760	\$ 196,704	\$ 176,678
Principal	520,000	535,000	535,000	585,000
Fiscal Agent Fees	1,299	2,050	2,000	1,550
Total Expense	<u>\$ 741,673</u>	<u>\$ 733,810</u>	<u>\$ 733,704</u>	<u>\$ 763,228</u>
Change in Fund Balance	(52,681)	(1,500)	(190,095)	(78,358)
Estimated Beginning Fund Balance	<u>1,271,433</u>	<u>1,218,752</u>	<u>1,218,752</u>	<u>1,028,657</u>
Estimated Ending Fund Balance	<u><u>\$ 1,218,752</u></u>	<u><u>\$ 1,217,252</u></u>	<u><u>\$ 1,028,657</u></u>	<u><u>\$ 950,299</u></u>
<u>EXPLANATION OF RESERVES</u>				
		2007-08	2008-09	2009-10
Debt Service		<u>\$ 1,218,752</u>	<u>\$ 1,028,657</u>	<u>\$ 950,299</u>
Estimated Fund Balance		<u><u>\$ 1,218,752</u></u>	<u><u>\$ 1,028,657</u></u>	<u><u>\$ 950,299</u></u>

PLANNING AND BUILDING FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Building Permits/Fees	\$ 428,868	\$ 358,875	\$ 394,523	\$ 150,000
Planning Permits/Fees	144,066	90,000	231,000	31,250
Interest Income	62,418	30,000	30,000	12,000
Miscellaneous Revenue	-	-	84,711	100,000
Total Revenue	<u>\$ 635,352</u>	<u>\$ 478,875</u>	<u>\$ 740,234</u>	<u>\$ 293,250</u>

EXPENSE BY DEPARTMENT

City Council	\$ 1,483	\$ 1,739	\$ 1,348	\$ 1,777
Legal	17,708	65,000	14,223	20,000
Administration	17,975	20,437	19,798	37,147
Finance	20,976	24,684	21,516	30,587
Planning and Building	440,650	559,922	501,027	384,962
Public Works	4,926	2,760	3,543	1,625
Non Departmental	3,076	19,500	19,500	2,800
Affordable Housing Assistance	-	-	54,941	-
Capital Projects	25,000	10,000	10,000	100,000
Total Expense	<u>\$ 531,794</u>	<u>\$ 704,042</u>	<u>\$ 645,896</u>	<u>\$ 578,898</u>

Change in Net Assets	103,558	(225,167)	94,338	(285,648)
Estimated Beginning Net Assets	<u>1,251,830</u>	<u>1,355,388</u>	<u>1,355,388</u>	<u>1,449,726</u>
Estimated Ending Net Assets	<u><u>\$ 1,355,388</u></u>	<u><u>\$ 1,130,221</u></u>	<u><u>\$ 1,449,726</u></u>	<u><u>\$ 1,164,078</u></u>

EXPLANATION OF RESERVES

	2007-08	2008-09	2009-10
Unrestricted	<u>\$ 1,355,388</u>	<u>\$ 1,449,726</u>	<u>\$ 1,164,078</u>
Estimated Net Assets	<u><u>\$ 1,355,388</u></u>	<u><u>\$ 1,449,726</u></u>	<u><u>\$ 1,164,078</u></u>

STREETS AND DEVELOPMENT FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Intergovernmental Revenue	\$ 543,219	\$ 218,273	\$ 246,791	\$ 5,082,760
Fees	762,487	707,500	601,542	575,000
Interest Income	218,087	31,500	31,500	100,000
Miscellaneous Revenue	575	1,000	2,525	1,000
Transfer in from Other Funds	80,747	-	217,500	50,000
	<u>80,747</u>	<u>-</u>	<u>217,500</u>	<u>50,000</u>
Total Revenue	<u>\$ 1,605,115</u>	<u>\$ 958,273</u>	<u>\$ 1,099,858</u>	<u>\$ 5,808,760</u>
<u>EXPENSE BY DEPARTMENT</u>				
City Council	\$ 3,098	\$ 3,367	\$ 2,758	\$ 3,530
Legal	1,510	13,000	-	13,000
Administration	29,431	31,233	27,923	26,693
Finance	31,514	30,983	28,341	54,495
Planning and Building	-	13,271	10,013	2,312
Public Works	927,196	1,002,563	878,533	953,615
Electric	887	-	-	-
Non Departmental	9,828	4,650	4,650	4,600
Capital Projects	-	361,376	275,603	4,964,760
	<u>-</u>	<u>361,376</u>	<u>275,603</u>	<u>4,964,760</u>
Total Expense	<u>\$ 1,003,464</u>	<u>\$ 1,460,443</u>	<u>\$ 1,227,821</u>	<u>\$ 6,023,005</u>
Change in Net Assets	601,651	(502,170)	(127,963)	(214,245)
Estimated Beginning Net Assets	<u>963,304</u>	<u>1,564,955</u>	<u>1,564,955</u>	<u>1,436,992</u>
Estimated Ending Net Assets	<u><u>\$ 1,564,955</u></u>	<u><u>\$ 1,062,785</u></u>	<u><u>\$ 1,436,992</u></u>	<u><u>\$ 1,222,747</u></u>
<u>EXPLANATION OF RESERVES</u>				
		2007-08	2008-09	2009-10
Invested in Capital Assets		\$ (31,725)	\$ (31,725)	\$ (31,725)
Unrestricted		<u>1,596,680</u>	<u>1,468,717</u>	<u>1,254,472</u>
Estimated Net Assets		<u><u>\$ 1,564,955</u></u>	<u><u>\$ 1,436,992</u></u>	<u><u>\$ 1,222,747</u></u>

WATER FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Service Charges	\$ 4,094,170	\$ 4,186,300	\$ 4,154,163	\$ 3,872,500
Interest Income	128,390	63,300	69,300	52,000
Miscellaneous Revenue	5,033	1,500	23,899	20,500
Transfer from Other Funds	50,650	-	474,138	583,421
	<u>50,650</u>	<u>-</u>	<u>474,138</u>	<u>583,421</u>
Total Revenue	<u>\$ 4,278,243</u>	<u>\$ 4,251,100</u>	<u>\$ 4,721,500</u>	<u>\$ 4,528,421</u>
<u>EXPENSE BY DEPARTMENT</u>				
City Council	\$ 14,639	\$ 15,530	\$ 13,421	\$ 17,441
Legal	41,331	50,000	31,000	50,000
Administration	158,000	159,443	133,439	135,755
Finance	444,143	435,636	420,817	482,531
Planning and Building	32,182	34,767	27,383	19,692
Fire	55,651	24,533	31,917	22,746
Public Works	2,409,111	2,342,925	2,197,773	2,614,596
Non Departmental	64,349	9,650	23,475	10,500
Debt Service	596,407	1,059,885	585,448	1,054,156
Capital Projects	210,000	985,198	985,198	425,500
	<u>210,000</u>	<u>985,198</u>	<u>985,198</u>	<u>425,500</u>
Total Expense	<u>\$ 4,025,813</u>	<u>\$ 5,117,567</u>	<u>\$ 4,449,871</u>	<u>\$ 4,832,917</u>
Change in Net Assets	252,430	(866,467)	271,629	(304,496)
Estimated Beginning Net Assets	<u>2,355,741</u>	<u>2,608,171</u>	<u>2,608,171</u>	<u>2,879,800</u>
Estimated Ending Net Assets	<u>\$ 2,608,171</u>	<u>\$ 1,741,704</u>	<u>\$ 2,879,800</u>	<u>\$ 2,575,304</u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Contingency Reserve	\$ 1,056,898	\$ 1,061,841	\$ 986,250	
Invested in Capital Assets	(1,790,106)	(1,790,106)	(1,790,106)	
Unrestricted	<u>3,341,378</u>	<u>3,608,065</u>	<u>3,379,160</u>	
Estimated Net Assets	<u>\$ 2,608,171</u>	<u>\$ 2,879,800</u>	<u>\$ 2,575,304</u>	

WASTEWATER FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
REVENUE				
Service Charges	\$ 5,920,923	\$ 6,470,000	\$ 6,337,898	\$ 5,890,000
Interest Income	796,266	90,000	90,000	120,000
Miscellaneous Revenue	331	5,300	4,845	20,000
Transfer from Other Funds	560,733	-	871,994	371,745
	<u>5,920,923</u>	<u>6,470,000</u>	<u>6,337,898</u>	<u>5,890,000</u>
Total Revenue	\$ 7,278,253	\$ 6,565,300	\$ 7,304,737	\$ 6,401,745

EXPENSE BY DEPARTMENT

City Council	\$ 14,639	\$ 15,530	\$ 13,409	\$ 17,441
Legal	41,601	55,000	58,000	55,000
Administration	240,658	250,911	217,460	156,201
Finance	448,932	451,376	393,301	459,189
Planning and Building	30,896	34,767	27,193	19,692
Fire	71,811	132,997	84,062	115,579
Public Works	2,787,828	3,301,235	3,061,946	3,689,760
Non Departmental	74,705	19,703	28,245	19,500
Debt Service	1,354,035	1,908,680	1,349,111	1,446,161
Capital Projects	10,496,899	715,949	715,949	572,000
	<u>15,562,004</u>	<u>6,886,148</u>	<u>5,948,676</u>	<u>6,550,523</u>
Total Expense	\$ 15,562,004	\$ 6,886,148	\$ 5,948,676	\$ 6,550,523
Change in Net Assets	(8,283,751)	(320,848)	1,356,061	(148,778)
Estimated Beginning Net Assets	(141,932)	(8,425,683)	(8,425,683)	(7,069,622)
Estimated Ending Net Assets	<u>\$ (8,425,683)</u>	<u>\$ (8,746,531)</u>	<u>\$ (7,069,622)</u>	<u>\$ (7,218,400)</u>

EXPLANATION OF RESERVES

	2007-08	2008-09	2009-10
Contingency Reserve	\$ 1,679,380	\$ 1,608,186	\$ 1,507,500
Invested in Capital Assets	(10,673,115)	(10,673,115)	(10,673,115)
Unrestricted	568,052	1,995,307	1,947,215
	<u>568,052</u>	<u>1,995,307</u>	<u>1,947,215</u>
Estimated Net Assets	<u>\$ (8,425,683)</u>	<u>\$ (7,069,622)</u>	<u>\$ (7,218,400)</u>

ELECTRIC FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Service Charges	\$ 8,910,382	\$ 11,209,388	\$ 10,075,009	\$ 11,242,053
Electric Public Benefit	255,935	302,656	270,492	317,034
Wholesale Third Party Revenue	362,347	-	-	-
Interest Income	228,793	64,000	64,000	30,000
Miscellaneous Revenue	67,309	8,000	18,415	4,500
Use of Geothermal Reserves	1,410,823	-	-	-
Transfer from Other Funds	495,624	75,000	1,059,599	216,500
Proceeds from Bond Financing	-	-	-	10,162,541
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Revenue	<u>\$ 11,731,213</u>	<u>\$ 11,659,044</u>	<u>\$ 11,487,515</u>	<u>\$ 21,972,628</u>

EXPENSE BY DEPARTMENT

City Council	\$ 20,611	\$ 21,532	\$ 21,647	\$ 23,808
Legal	77,470	80,000	61,305	80,000
Administration	226,680	293,905	250,354	165,029
Finance	706,121	728,295	712,341	636,245
Planning and Building	50,013	52,206	39,969	26,090
Fire	32,830	41,672	28,904	35,444
Public Works	43,982	2,760	42,777	1,625
Electric	3,007,626	3,062,125	2,862,184	3,218,044
NCPA Power Costs	5,874,492	7,705,654	6,845,345	6,388,777
Public Benefit Program	151,319	246,500	206,075	290,400
Non Departmental	405,264	432,160	403,408	8,900
Transfer to Capital Replacement Fund	-	-	-	216,500
Capital Projects	847,412	2,780,463	2,780,463	10,302,541
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Expense	<u>\$ 11,443,820</u>	<u>\$ 15,447,272</u>	<u>\$ 14,254,772</u>	<u>\$ 21,393,403</u>
Change in Net Assets	287,393	(3,788,228)	(2,767,257)	579,225
Estimated Beginning Net Assets	<u>12,082,586</u>	<u>12,369,979</u>	<u>12,369,979</u>	<u>9,602,722</u>
Estimated Ending Net Assets	<u><u>\$ 12,369,979</u></u>	<u><u>\$ 8,581,751</u></u>	<u><u>\$ 9,602,722</u></u>	<u><u>\$ 10,181,947</u></u>

EXPLANATION OF RESERVES

	2007-08	2008-09	2009-10
90-Day Operating Reserve	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
Capital Reserve	2,000,000	2,000,000	2,000,000
Rate Stabilization Reserve	2,000,000	2,000,000	2,000,000
Invested in Capital Assets	7,127,793	7,127,793	7,127,793
Unrestricted	<u>(1,757,814)</u>	<u>(4,525,071)</u>	<u>(3,945,846)</u>
Estimated Net Assets	<u><u>\$ 12,369,979</u></u>	<u><u>\$ 9,602,722</u></u>	<u><u>\$ 10,181,947</u></u>

TRANSIT FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Transfers (Grants/Measure M)	\$ 251,165	\$ 253,000	\$ 311,157	\$ 165,471
Income (Fares)	23,037	21,000	19,686	33,500
Interest Income	950	2,500	2,500	1,000
Total Revenue	<u>\$ 275,152</u>	<u>\$ 276,500</u>	<u>\$ 333,343</u>	<u>\$ 199,971</u>
<u>EXPENSE BY DEPARTMENT</u>				
Finance	\$ 8,542	\$ 8,402	\$ 7,620	\$ -
Community Services	261,299	259,000	262,199	232,454
Non Departmental	2,910	3,900	3,900	-
Total Expense	<u>\$ 272,751</u>	<u>\$ 271,302</u>	<u>\$ 273,719</u>	<u>\$ 232,454</u>
Change in Net Assets	2,401	5,198	59,624	(32,483)
Estimated Beginning Net Assets	<u>104,884</u>	<u>107,285</u>	<u>107,285</u>	<u>166,909</u>
Estimated Ending Net Assets	<u>\$ 107,285</u>	<u>\$ 112,483</u>	<u>\$ 166,909</u>	<u>\$ 134,426</u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Unrestricted	<u>\$ 107,285</u>	<u>\$ 166,909</u>	<u>\$ 134,426</u>	
Estimated Net Assets	<u>\$ 107,285</u>	<u>\$ 166,909</u>	<u>\$ 134,426</u>	

AIRPORT FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Rents	\$ 106,621	\$ 119,500	\$ 121,100	\$ 122,448
Fuel Sales	243,492	260,000	246,000	260,000
FAA Grant	-	500,000	826,212	150,000
Miscellaneous Revenue	1,531	2,100	1,260	2,200
Interest Income	34,230	1,000	1,000	11,500
Transfer from Community Services	70,000	16,300	15,895	-
Total Revenue	<u>\$ 455,874</u>	<u>\$ 898,900</u>	<u>\$ 1,211,467</u>	<u>\$ 546,148</u>

EXPENSE BY DEPARTMENT

Administration	\$ 5	\$ 6,750	\$ 5,295	\$ -
Finance	10,027	7,943	7,348	15,081
Community Services	345,842	388,536	368,961	375,691
Planning and Building	7,297	-	52	-
Fire	100	7,064	3,399	-
Non Departmental	1,399	100	100	100
Capital Projects	-	1,336,212	1,336,212	150,000
Total Expense	<u>\$ 364,670</u>	<u>\$ 1,746,605</u>	<u>\$ 1,721,367</u>	<u>\$ 540,872</u>
Change in Net Assets	91,204	(847,705)	(509,900)	5,276
Estimated Beginning Net Assets	<u>940,546</u>	<u>1,031,750</u>	<u>1,031,750</u>	<u>521,850</u>
Estimated Ending Net Assets	<u>\$ 1,031,750</u>	<u>\$ 184,045</u>	<u>\$ 521,850</u>	<u>\$ 527,126</u>

EXPLANATION OF RESERVES

	2007-08	2008-09	2009-10
Invested in Capital Assets	\$ 907,146	\$ 907,146	\$ 907,146
Unrestricted	124,604	(385,296)	(380,020)
Estimated Net Assets	<u>\$ 1,031,750</u>	<u>\$ 521,850</u>	<u>\$ 527,126</u>

MEETING CENTER FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Facility Rent	\$ 162,428	\$ 143,025	\$ 156,533	\$ 156,878
Service Charges	13,480	20,210	21,460	25,350
Transfer from Community Services	65,000	106,324	82,732	34,138
Total Revenue	<u>\$ 240,908</u>	<u>\$ 269,559</u>	<u>\$ 260,725</u>	<u>\$ 216,366</u>
<u>EXPENSE BY DEPARTMENT</u>				
Community Services	\$ 278,720	\$ 266,559	\$ 245,009	\$ 203,219
Fire	10,612	3,027	5,797	-
Non Departmental	62,292	-	-	-
Total Expense	<u>\$ 351,624</u>	<u>\$ 269,586</u>	<u>\$ 250,806</u>	<u>\$ 203,219</u>
Change in Net Assets	(110,716)	(27)	9,919	13,147
Estimated Beginning Net Assets	917,699	806,983	806,983	816,902
Estimated Ending Net Assets	<u>\$ 806,983</u>	<u>\$ 806,956</u>	<u>\$ 816,902</u>	<u>\$ 830,049</u>
<u>EXPLANATION OF RESERVES</u>				
		2007-08	2008-09	2009-10
Unrestricted		<u>\$ 806,983</u>	<u>\$ 816,902</u>	<u>\$ 830,049</u>
Estimated Net Assets		<u>\$ 806,983</u>	<u>\$ 816,902</u>	<u>\$ 830,049</u>

COMMUNITY SERVICES FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Transient Occupancy Tax (10%)	\$ 1,550,051	\$ 1,612,000	\$ 1,350,000	\$ 1,250,000
Service Charges	405,179	241,100	338,151	430,414
Interest Income	79,861	10,000	10,000	17,000
Loan from RDA	-	500,000	500,000	400,000
Miscellaneous Revenue	20,000	49,600	38,871	31,375
Transfers from Capital Projects	9,182	-	130,400	-
Total Revenue	<u>\$ 2,064,273</u>	<u>\$ 2,412,700</u>	<u>\$ 2,367,422</u>	<u>\$ 2,128,789</u>
<u>EXPENSE BY DEPARTMENT</u>				
City Council	\$ 2,378	\$ 2,681	\$ 2,256	\$ 2,670
Legal	19,120	10,000	8,400	10,000
Administration	92,766	103,996	86,066	67,024
Finance	94,812	133,055	115,099	117,082
Community Services	1,620,179	2,230,783	2,084,126	1,838,956
Fire	31,452	36,804	32,020	43,407
Public Works	1,658	1,000	3,291	-
Electric	1,540	456	456	-
Non Departmental	150,594	168,426	122,216	47,003
Capital Projects	316,343	295,000	179,000	-
Total Expense	<u>\$ 2,330,842</u>	<u>\$ 2,982,201</u>	<u>\$ 2,632,930</u>	<u>\$ 2,126,142</u>
Change in Net Assets	(266,569)	(569,501)	(265,508)	2,647
Estimated Beginning Net Assets	977,205	710,636	710,636	445,128
Estimated Ending Net Assets	<u>\$ 710,636</u>	<u>\$ 141,135</u>	<u>\$ 445,128</u>	<u>\$ 447,775</u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Recession Reserve	\$ 387,513	\$ 337,500	\$ 312,500	
Contingency Reserve	200,000	200,000	200,000	
Unrestricted	123,123	(92,372)	(64,725)	
Estimated Net Assets	<u>\$ 710,636</u>	<u>\$ 445,128</u>	<u>\$ 447,775</u>	

SCHOOL SERVICES FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Healdsburg Unified School District	\$ 66,833	\$ 73,000	\$ 70,460	\$ 80,000
School Fees	5,395	20,000	20,000	20,000
Transfer from Community Services	44,871	40,500	19,058	10,665
Total Revenue	<u>\$ 117,099</u>	<u>\$ 133,500</u>	<u>\$ 109,518</u>	<u>\$ 110,665</u>
<u>EXPENSE BY DEPARTMENT</u>				
Community Services	<u>\$ 105,564</u>	<u>\$ 133,459</u>	<u>\$ 109,518</u>	<u>\$ 99,921</u>
Total Expense	<u>\$ 105,564</u>	<u>\$ 133,459</u>	<u>\$ 109,518</u>	<u>\$ 99,921</u>
Change in Net Assets	11,535	41	-	10,744
Estimated Beginning Net Assets	<u>16,183</u>	<u>27,718</u>	<u>27,718</u>	<u>27,718</u>
Estimated Ending Net Assets	<u><u>\$ 27,718</u></u>	<u><u>\$ 27,759</u></u>	<u><u>\$ 27,718</u></u>	<u><u>\$ 38,462</u></u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Unrestricted	<u>\$ 27,718</u>	<u>\$ 27,718</u>	<u>\$ 38,462</u>	
Estimated Net Assets	<u><u>\$ 27,718</u></u>	<u><u>\$ 27,718</u></u>	<u><u>\$ 38,462</u></u>	

AFTER SCHOOL PROGRAM FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Intergovernmental Revenue	\$ 92,128	\$ 150,000	\$ 150,000	\$ 163,080
Miscellaneous Revenue	-	-	1,400	15,660
Transfer from Community Services	8,000	3,100	2,531	-
Total Revenue	<u>\$ 100,128</u>	<u>\$ 153,100</u>	<u>\$ 153,931</u>	<u>\$ 178,740</u>
<u>EXPENSE BY DEPARTMENT</u>				
Community Services	\$ 100,769	\$ 144,079	\$ 142,190	\$ 146,655
Police	-	9,000	9,000	18,000
Non Departmental	-	-	2,100	-
Total Expense	<u>\$ 100,769</u>	<u>\$ 153,079</u>	<u>\$ 153,290</u>	<u>\$ 164,655</u>
Change in Net Assets	(641)	21	641	14,085
Estimated Beginning Net Assets	-	(641)	(641)	-
Estimated Ending Net Assets	<u>\$ (641)</u>	<u>\$ (620)</u>	<u>\$ -</u>	<u>\$ 14,085</u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Unrestricted	<u>\$ (641)</u>	<u>\$ -</u>	<u>\$ 14,085</u>	
Estimated Net Assets	<u>\$ (641)</u>	<u>\$ -</u>	<u>\$ 14,085</u>	

MISCELLANEOUS FUNDS

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Other Revenue	\$ 329,114	\$ 378,502	\$ 361,790	\$ 135,000
Transfers	-	500,000	1,493,792	-
Interest Income	48,274	26,300	25,800	18,800
Total Revenue	<u>\$ 377,388</u>	<u>\$ 904,802</u>	<u>\$ 1,881,382</u>	<u>\$ 153,800</u>

EXPENDITURE BY DEPARTMENT

City Council	\$ -	\$ 27,050	\$ 27,050	\$ 5,000
Administration	25,664	65,468	61,081	60,000
Finance	-	7,000	7,000	45,000
Fire	-	9,730	9,730	-
Non Departmental	1,825	2,350	1,100	650
Transfer to General Fund	-	-	-	23,000
Transfer to Community Services Fund	-	5,000	5,000	5,000
Transfer to Park Development Fee Fund	-	241,441	241,441	-
Transfer to Streets Fund	-	-	-	25,000
Transfer to Service Fund	-	26,808	26,808	14,015
Transfer to Media Center Fund	-	30,000	30,000	-
Capital Projects	160,000	712,388	837,388	291,500
Total Expenditure	<u>\$ 187,489</u>	<u>\$ 1,127,235</u>	<u>\$ 1,246,598</u>	<u>\$ 469,165</u>
Change in Fund Balance	189,899	(222,433)	634,784	(315,365)
Estimated Beginning Fund Balance	<u>1,036,527</u>	<u>1,226,426</u>	<u>1,226,426</u>	<u>1,861,210</u>
Estimated Ending Balance	<u><u>\$ 1,226,426</u></u>	<u><u>\$ 1,003,993</u></u>	<u><u>\$ 1,861,210</u></u>	<u><u>\$ 1,545,845</u></u>

EXPLANATION OF RESERVES

	2007-08	2008-09	2009-10
Unrestricted	<u>\$ 1,226,426</u>	<u>\$ 1,861,210</u>	<u>\$ 1,545,845</u>
Estimated Fund Balance	<u><u>\$ 1,226,426</u></u>	<u><u>\$ 1,861,210</u></u>	<u><u>\$ 1,545,845</u></u>

INSURANCE AND BENEFITS FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Service Fees	\$ 7,552,320	\$ 7,651,600	\$ 7,688,676	\$ 7,600,444
Interest Income	121,938	70,000	70,000	60,000
Total Revenue	<u>\$ 7,674,258</u>	<u>\$ 7,721,600</u>	<u>\$ 7,758,676</u>	<u>\$ 7,660,444</u>
<u>EXPENSE BY DEPARTMENT</u>				
Non Departmental:				
Public Employee Retirement	\$ 3,169,694	\$ 3,180,025	\$ 3,180,025	\$ 3,123,290
Health and Life Insurance	1,877,196	1,769,410	1,947,500	2,020,458
Medicare	152,742	147,100	147,100	145,676
Long Term Disability	56,788	57,300	57,300	59,630
State Unemployment Insurance	2,870	92,925	7,000	88,963
Workers' Compensation Leave	-	90,700	-	86,054
Workers' Compensation	286,860	362,400	400,000	344,950
Compensation Time	127,410	-	100,000	-
Public Safety Leave	8,587	40,175	2,000	40,776
Holiday Leave	502,484	562,400	562,400	544,190
Vacation Leave	688,644	836,100	800,000	802,822
Management Leave	129,646	177,450	60,000	139,478
Sick Leave	254,093	612,525	612,525	347,753
Other	198,917	27,000	79,660	8,000
Total Expense	<u>\$ 7,455,931</u>	<u>\$ 7,955,510</u>	<u>\$ 7,955,510</u>	<u>\$ 7,752,040</u>
Change in Net Assets	218,327	(233,910)	(196,834)	(91,596)
Estimated Beginning Net Assets	658,934	877,261	877,261	680,427
Estimated Ending Net Assets	<u>\$ 877,261</u>	<u>\$ 643,351</u>	<u>\$ 680,427</u>	<u>\$ 588,831</u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Unrestricted	<u>\$ 877,261</u>	<u>\$ 680,427</u>	<u>\$ 588,831</u>	
Estimated Net Assets	<u>\$ 877,261</u>	<u>\$ 680,427</u>	<u>\$ 588,831</u>	

VEHICLE MAINTENANCE FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Service Fees	\$ 523,645	\$ 630,300	\$ 646,524	\$ 593,210
Replacement Fees	905,815	607,458	607,458	507,948
Interest Income	105,603	94,000	94,000	50,000
Transfers and Other Revenue	30,013	-	-	-
Total Revenue	<u>\$ 1,565,076</u>	<u>\$ 1,331,758</u>	<u>\$ 1,347,982</u>	<u>\$ 1,151,158</u>
<u>EXPENSE BY DEPARTMENT</u>				
Finance	\$ 17,505	\$ 18,059	\$ 17,870	\$ 12,021
Community Services	42,450	69,300	55,394	35,500
Planning and Building	1,595	1,500	1,131	2,100
Police	80,376	86,400	63,608	118,500
Fire	681,957	216,701	210,708	93,603
Public Works	274,422	421,756	314,949	259,691
Electric	293,626	140,000	156,571	48,800
Non Departmental	(551,815)	50,500	126,062	56,500
Total Expense	<u>\$ 840,116</u>	<u>\$ 1,004,216</u>	<u>\$ 946,293</u>	<u>\$ 626,715</u>
Change in Net Assets	724,960	327,542	401,689	524,443
Estimated Beginning Net Assets	<u>4,859,295</u>	<u>5,584,255</u>	<u>5,584,255</u>	<u>5,985,944</u>
Estimated Ending Net Assets	<u><u>\$ 5,584,255</u></u>	<u><u>\$ 5,911,797</u></u>	<u><u>\$ 5,985,944</u></u>	<u><u>\$ 6,510,387</u></u>
<u>EXPLANATION OF RESERVES</u>				
		2007-08	2008-09	2009-10
Invested in Capital Assets		\$ 2,177,642	\$ 2,177,642	\$ 2,177,642
Unrestricted		<u>3,406,613</u>	<u>3,808,302</u>	<u>4,332,745</u>
Estimated Net Assets		<u><u>\$ 5,584,255</u></u>	<u><u>\$ 5,985,944</u></u>	<u><u>\$ 6,510,387</u></u>

INFORMATION SERVICES FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Service Fees	\$ 711,995	\$ 777,680	\$ 777,680	\$ 808,027
Replacement Fees	254,013	199,175	199,175	223,280
Interest Income	31,562	30,000	30,000	10,000
Other	32,117	-	147,894	-
Total Revenue	<u>\$ 1,029,687</u>	<u>\$ 1,006,855</u>	<u>\$ 1,154,749</u>	<u>\$ 1,041,307</u>
<u>EXPENSE BY DEPARTMENT</u>				
Administration	\$ 8,075	\$ 11,200	\$ 6,059	\$ 4,880
Finance	534,321	474,257	277,892	421,089
Community Services	15,380	11,170	28,288	14,520
Planning and Building	5,653	7,220	4,832	3,230
Police	327,520	48,620	111,068	42,775
Fire	14,960	10,350	12,120	12,320
Public Works	31,913	37,720	45,408	51,600
Electric	9,022	14,900	18,849	13,670
Non Departmental-Central Services	80,325	485,140	512,240	332,340
Total Expense	<u>\$ 1,027,169</u>	<u>\$ 1,100,577</u>	<u>\$ 1,016,756</u>	<u>\$ 896,424</u>
Change in Net Assets	2,518	(93,722)	137,993	144,883
Estimated Beginning Net Assets	<u>1,328,409</u>	<u>1,330,927</u>	<u>1,330,927</u>	<u>1,468,920</u>
Estimated Ending Net Assets	<u>\$ 1,330,927</u>	<u>\$ 1,237,205</u>	<u>\$ 1,468,920</u>	<u>\$ 1,613,803</u>
<u>EXPLANATION OF RESERVES</u>				
		2007-08	2008-09	2009-10
Invested in Capital Assets		\$ 731,441	\$ 731,441	\$ 731,441
Unrestricted		<u>599,486</u>	<u>737,479</u>	<u>882,362</u>
Estimated Net Assets		<u>\$ 1,330,927</u>	<u>\$ 1,468,920</u>	<u>\$ 1,613,803</u>

BUILDING MAINTENANCE FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Service Fees	\$ 931,296	\$ 1,113,900	\$ 1,113,900	\$ 1,105,092
Interest Income	10,329	15,000	15,000	5,000
Other	1,951	-	-	-
Total Revenue	<u>\$ 943,576</u>	<u>\$ 1,128,900</u>	<u>\$ 1,128,900</u>	<u>\$ 1,110,092</u>
<u>EXPENSE BY DEPARTMENT</u>				
Finance	\$ 8	\$ 7,444	\$ 6,311	\$ 12,126
Community Services	8,343	19,340	7,993	32,027
Fire	-	-	-	33,808
Public Works	54,096	42,763	27,433	2,700
Electric	261	-	-	-
Non Departmental	773,336	997,721	878,386	1,042,800
Transfer to Capital Projects	-	45,000	45,000	-
Total Expense	<u>\$ 836,044</u>	<u>\$ 1,112,268</u>	<u>\$ 965,123</u>	<u>\$ 1,123,461</u>
Change in Net Assets	107,532	16,632	163,777	(13,369)
Estimated Beginning Net Assets	<u>231,337</u>	<u>338,869</u>	<u>338,869</u>	<u>502,646</u>
Estimated Ending Net Assets	<u><u>\$ 338,869</u></u>	<u><u>\$ 355,501</u></u>	<u><u>\$ 502,646</u></u>	<u><u>\$ 489,277</u></u>
<u>EXPLANATION OF RESERVES</u>				
		2007-08	2008-09	2009-10
Unrestricted		<u>\$ 338,869</u>	<u>\$ 502,646</u>	<u>\$ 489,277</u>
Estimated Net Assets		<u><u>\$ 338,869</u></u>	<u><u>\$ 502,646</u></u>	<u><u>\$ 489,277</u></u>

FIRE FACILITIES IMPACT FEE FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Development Fees	\$ 10,793	\$ -	\$ 22,282	\$ -
Interest Income	1,351	-	-	-
Total Revenue	<u>\$ 12,144</u>	<u>\$ -</u>	<u>\$ 22,282</u>	<u>\$ -</u>
<u>EXPENDITURE</u>				
Capital Projects	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Expenditure	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Change in Fund Balance	12,144	-	22,282	-
Estimated Beginning Fund Balance	<u>65,698</u>	<u>77,842</u>	<u>77,842</u>	<u>100,124</u>
Estimated Ending Fund Balance	<u><u>\$ 77,842</u></u>	<u><u>\$ 77,842</u></u>	<u><u>\$ 100,124</u></u>	<u><u>\$ 100,124</u></u>
<u>EXPLANATION OF RESERVES</u>				
		2007-08	2008-09	2009-10
Unrestricted		<u>\$ 77,842</u>	<u>\$ 100,124</u>	<u>\$ 100,124</u>
Estimated Fund Balance		<u><u>\$ 77,842</u></u>	<u><u>\$ 100,124</u></u>	<u><u>\$ 100,124</u></u>

STREETS CAPACITY FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Development Fees	\$ 82,809	\$ -	\$ 279,546	\$ -
Interest Income	16,953	12,000	12,000	2,500
Other Income	34,365	-	139	-
Transfer from Capital Projects	19,789	-	1,388,081	-
Total Revenue	<u>\$ 153,916</u>	<u>\$ 12,000</u>	<u>\$ 1,679,766</u>	<u>\$ 2,500</u>
<u>EXPENDITURE</u>				
Bank Fees	\$ 693	\$ 1,000	\$ 1,000	\$ -
Capital Projects	385,000	418,198	418,198	575,000
Total Expenditure	<u>\$ 385,693</u>	<u>\$ 419,198</u>	<u>\$ 419,198</u>	<u>\$ 575,000</u>
Change in Fund Balance	(231,777)	(407,198)	1,260,568	(572,500)
Estimated Beginning Fund Balance	654,276	422,499	422,499	1,683,067
Estimated Ending Fund Balance	<u>\$ 422,499</u>	<u>\$ 15,301</u>	<u>\$ 1,683,067</u>	<u>\$ 1,110,567</u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Unrestricted	<u>\$ 422,499</u>	<u>\$ 1,683,067</u>	<u>\$ 1,110,567</u>	
Estimated Fund Balance	<u>\$ 422,499</u>	<u>\$ 1,683,067</u>	<u>\$ 1,110,567</u>	

WATER CAPACITY FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Development Fees	\$ 178,183	\$ -	\$ 748,934	\$ -
Interest Income	12,893	9,500	9,500	5,000
Other Income	3,096	-	67	-
Transfer from Capital Projects	109,043	-	744,274	-
Total Revenue	<u>\$ 303,215</u>	<u>\$ 9,500</u>	<u>\$ 1,502,775</u>	<u>\$ 5,000</u>
<u>EXPENDITURE</u>				
Bank Fees	\$ 527	\$ 900	\$ 900	\$ -
Capital Projects	884,043	348,000	348,000	655,069
Total Expenditure	<u>\$ 884,570</u>	<u>\$ 348,900</u>	<u>\$ 348,900</u>	<u>\$ 655,069</u>
Change in Fund Balance	(581,355)	(339,400)	1,153,875	(650,069)
Estimated Beginning Fund Balance	<u>965,907</u>	<u>384,552</u>	<u>384,552</u>	<u>1,538,427</u>
Estimated Ending Fund Balance	<u><u>\$ 384,552</u></u>	<u><u>\$ 45,152</u></u>	<u><u>\$ 1,538,427</u></u>	<u><u>\$ 888,358</u></u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Unrestricted	<u>\$ 384,552</u>	<u>\$ 1,538,427</u>	<u>\$ 888,358</u>	
Estimated Fund Balance	<u><u>\$ 384,552</u></u>	<u><u>\$ 1,538,427</u></u>	<u><u>\$ 888,358</u></u>	

WASTEWATER CAPACITY FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Development Fees	\$ 420,123	\$ -	\$ 1,970,897	\$ -
Interest Income	24,782	19,000	19,000	25,000
Other Income	12,196	-	81	-
Transfer from Capital Projects	31,739	-	461,623	-
Total Revenue	<u>\$ 488,840</u>	<u>\$ 19,000</u>	<u>\$ 2,451,601</u>	<u>\$ 25,000</u>
<u>EXPENDITURE</u>				
Bank Fees	\$ 1,012	\$ 1,800	\$ 1,800	\$ -
Capital Projects	932,472	310,883	310,883	466,745
Total Expenditure	<u>\$ 933,484</u>	<u>\$ 312,683</u>	<u>\$ 312,683</u>	<u>\$ 466,745</u>
Change in Fund Balance	(444,644)	(293,683)	2,138,918	(441,745)
Estimated Beginning Fund Balance	<u>1,210,698</u>	<u>766,054</u>	<u>766,054</u>	<u>2,904,972</u>
Estimated Ending Fund Balance	<u><u>\$ 766,054</u></u>	<u><u>\$ 472,371</u></u>	<u><u>\$ 2,904,972</u></u>	<u><u>\$ 2,463,227</u></u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Unrestricted	<u>\$ 766,054</u>	<u>\$ 2,904,972</u>	<u>\$ 2,463,227</u>	
Estimated Fund Balance	<u><u>\$ 766,054</u></u>	<u><u>\$ 2,904,972</u></u>	<u><u>\$ 2,463,227</u></u>	

DRAINAGE CAPACITY FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Development Fees	\$ 150,613	\$ -	\$ 170,472	\$ -
Interest Income	54,916	37,000	37,000	22,000
Other Income	8,115	-	158	-
Transfer from Capital Projects	-	-	1,125,850	-
Total Revenue	<u>\$ 213,644</u>	<u>\$ 37,000</u>	<u>\$ 1,333,480</u>	<u>\$ 22,000</u>
<u>EXPENDITURE</u>				
Bank Fees	\$ 2,244	\$ 3,500	\$ -	\$ -
Other Expense	-	-	5,496	-
Capital Projects	490,000	325,000	325,000	820,000
Total Expenditure	<u>\$ 492,244</u>	<u>\$ 328,500</u>	<u>\$ 330,496</u>	<u>\$ 820,000</u>
Change in Fund Balance	(278,600)	(291,500)	1,002,984	(798,000)
Estimated Beginning Fund Balance	<u>1,636,970</u>	<u>1,358,370</u>	<u>1,358,370</u>	<u>2,361,354</u>
Estimated Ending Fund Balance	<u><u>\$ 1,358,370</u></u>	<u><u>\$ 1,066,870</u></u>	<u><u>\$ 2,361,354</u></u>	<u><u>\$ 1,563,354</u></u>
<u>EXPLANATION OF RESERVES</u>				
		2007-08	2008-09	2009-10
Unrestricted		<u>\$ 1,358,370</u>	<u>\$ 2,361,354</u>	<u>\$ 1,563,354</u>
Estimated Fund Balance		<u><u>\$ 1,358,370</u></u>	<u><u>\$ 2,361,354</u></u>	<u><u>\$ 1,563,354</u></u>

ELECTRIC CAPACITY FUND

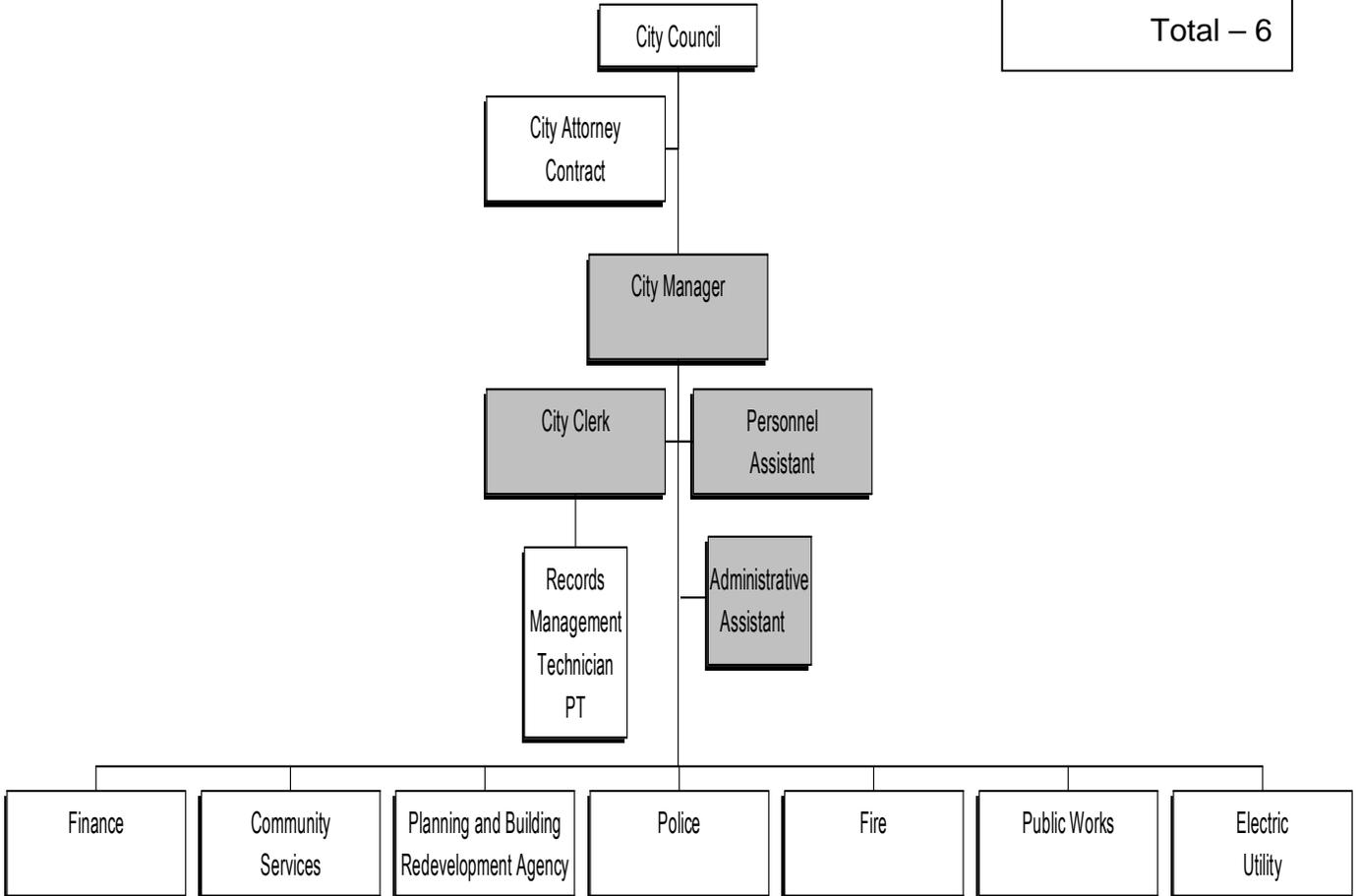
	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Development Fees	\$ 22,095	\$ -	\$ 100,962	\$ -
Other Income	1,522	-	120	-
Transfer from Capital Projects	379,077	-	2,064,258	-
Total Revenue	<u>\$ 402,694</u>	<u>\$ -</u>	<u>\$ 2,165,340</u>	<u>\$ -</u>
<u>EXPENDITURE</u>				
Capital Projects	<u>\$ 453,889</u>	<u>\$ 318,500</u>	<u>\$ 318,500</u>	<u>\$ -</u>
Total Expenditure	<u>\$ 453,889</u>	<u>\$ 318,500</u>	<u>\$ 318,500</u>	<u>\$ -</u>
Change in Fund Balance	(51,195)	(318,500)	1,846,840	-
Estimated Beginning Fund Balance	<u>35,640</u>	<u>(15,555)</u>	<u>(15,555)</u>	<u>1,831,285</u>
Estimated Ending Fund Balance	<u><u>\$ (15,555)</u></u>	<u><u>\$ (334,055)</u></u>	<u><u>\$ 1,831,285</u></u>	<u><u>\$ 1,831,285</u></u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Unrestricted	<u>\$ (15,555)</u>	<u>\$ 1,831,285</u>	<u>\$ 1,831,285</u>	
Estimated Fund Balance	<u><u>\$ (15,555)</u></u>	<u><u>\$ 1,831,285</u></u>	<u><u>\$ 1,831,285</u></u>	

PARK DEVELOPMENT FEE FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Development Fees	\$ 81,604	\$ 49,000	\$ 190,845	\$ 65,000
Interest Income	8,640	6,500	6,748	2,000
Other Income	238	-	21	-
Transfer from Capital Projects	-	-	8,045	-
Total Revenue	<u>\$ 90,482</u>	<u>\$ 55,500</u>	<u>\$ 205,659</u>	<u>\$ 67,000</u>
<u>EXPENDITURE</u>				
Bank Fees	\$ 353	\$ 600	\$ 600	\$ -
Capital Projects	60,000	420,688	420,688	-
Total Expenditure	<u>\$ 60,353</u>	<u>\$ 421,288</u>	<u>\$ 421,288</u>	<u>\$ -</u>
Change in Fund Balance	30,129	(365,788)	(215,629)	67,000
Estimated Beginning Fund Balance	<u>211,312</u>	<u>241,441</u>	<u>241,441</u>	<u>25,812</u>
Estimated Ending Fund Balance	<u><u>\$ 241,441</u></u>	<u><u>\$ (124,347)</u></u>	<u><u>\$ 25,812</u></u>	<u><u>\$ 92,812</u></u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Unrestricted	<u>\$ 241,441</u>	<u>\$ 25,812</u>	<u>\$ 92,812</u>	
Estimated Fund Balance	<u><u>\$ 241,441</u></u>	<u><u>\$ 25,812</u></u>	<u><u>\$ 92,812</u></u>	

ADMINISTRATION

Full Time - 4
Part Time - 1
Contracted - 1
Total - 6



ADMINISTRATION

The legislative and administration functions of the City are coordinated by the Administration Department, which includes the City Council, City Manager, City Attorney, City Clerk and Personnel Services.

City Council

The City Council is the governing body of the City. There are five Council members, elected at large by the voters of Healdsburg to serve four-year terms. Each year the Mayor is elected by a majority vote of the City Council. It is the responsibility of the City Council to set policy for the City and to adopt an annual budget. The City Council also makes appointments to the positions of City Manager, City Attorney and City Clerk.

City Manager

The City Manager is responsible for the overall management of City operations. This includes direct coordination with the City Council, supervision of City departments, intergovernmental relations, economic development, franchise management and public information.

City Attorney

The City Attorney is the primary legal advisor to the City Council, its Commissions and City departments. Major activities include providing accurate legal advice and direction to ensure that the City's operations conform to all federal, state, and City laws, as well as representing the City in legal proceedings. These services are provided on a contract basis by an outside legal firm.

City Clerk

The primary function of the City Clerk's office is the maintenance and management of all official City records. This includes: legislative history, preparation of City Council agendas, noticing public hearings for the City Council and the coordination of City elections.

Personnel Services

Personnel Services is responsible for administering the City's human resources. This entails labor relations and negotiations, recruitment, benefits administration, policy and staff development. In addition, the division provides personnel support services to all City departments.

ADMINISTRATION

MAJOR DEPARTMENTAL TASKS COMPLETED FISCAL YEAR 2008-09

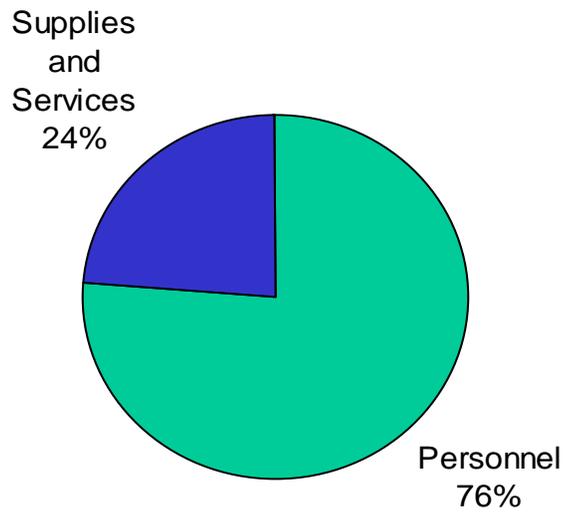
- ☑ Updated and implemented personnel policies
- ☑ Completed recruitment and hired new Finance Director
- ☑ Completed negotiations to extend the solid waste franchise agreement with Redwood Empire Disposal
- ☑ Initiated a strategic planning process for the City Council to develop long term goals for the city
- ☑ Implemented a community outreach program, including a monthly feature in the Healdsburg Tribune
- ☑ Distributed \$63,000 in Community Benefit Grants to local community based and nonprofit organizations

MAJOR DEPARTMENTAL GOALS FOR FISCAL YEAR 2009-10

- ◆ Finalize the Strategic Plan and begin implementation
- ◆ Complete the General Plan update
- ◆ Secure additional revenue sources for Police, Fire, street maintenance and other general fund services
- ◆ Continue efforts to secure Federal and State funding for the water reclamation facility, bridge reconstruction and freeway interchange projects
- ◆ Develop and implement a Supervisor Training Academy for employees to promote succession planning and enhance interdepartmental relationships
- ◆ Compile a City policy manual

ADMINISTRATION - City Council

<u>EXPENSE</u>	<u>2007-08 ACTUAL</u>	<u>2008-09 ADJUSTED BUDGET</u>	<u>2008-09 ESTIMATE TO CLOSE</u>	<u>2009-10 ADOPTED BUDGET</u>
Wages and Fringe Benefits	\$ 74,207	\$ 76,950	\$ 68,119	\$ 88,834
Contracted Services	7,996	34,550	34,550	12,500
Service Fees	3,120	3,650	3,654	2,514
Telecommunication Service	801	800	800	800
Advertising and Publication	-	618	618	-
Supplies	229	737	1,000	600
Meetings	9,958	10,300	11,164	10,550
Membership and Dues	-	-	150	150
Training	-	1,100	1,139	600
TOTAL EXPENSE	\$ 96,311	\$ 128,705	\$ 121,194	\$ 116,548

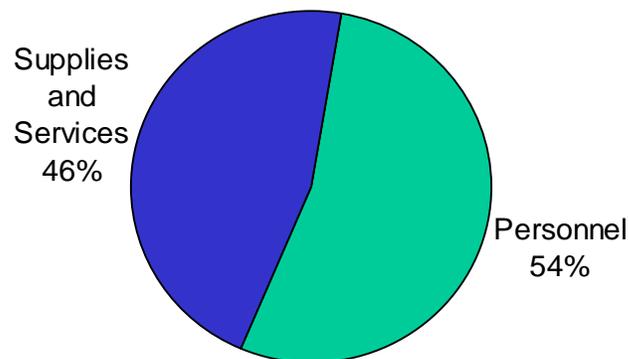


ADMINISTRATION - Legal

EXPENSE	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
Contracted Services	<u>\$ 310,034</u>	<u>\$ 440,300</u>	<u>\$ 295,769</u>	<u>\$ 355,300</u>
TOTAL EXPENSE	<u>\$ 310,034</u>	<u>\$ 440,300</u>	<u>\$ 295,769</u>	<u>\$ 355,300</u>

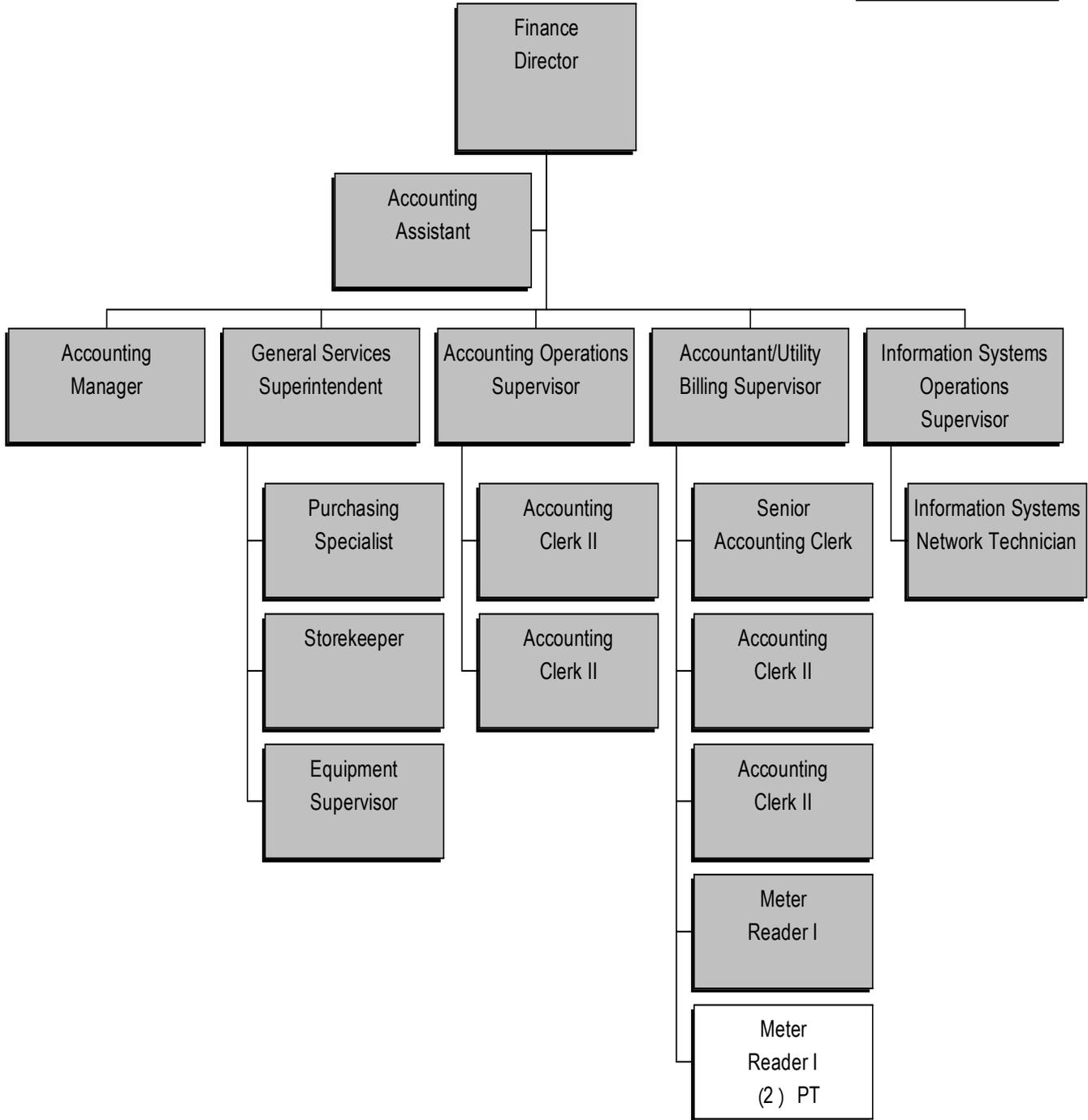
ADMINISTRATION - City Manager's Office

EXPENSE	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
Wages and Fringe Benefits	\$ 822,429	\$ 1,106,844	\$ 967,318	\$ 801,198
Overtime	-	-	625	-
Support to Outside Organizations	13,366	15,800	15,800	146,300
Contracted Services	265,280	358,676	316,754	307,600
Insurance	5,243	5,500	5,500	5,500
Government Fees	-	-	857	-
Election Expense	-	16,571	7,007	-
Project Participation	25,664	60,000	55,613	60,000
Service Fees	64,956	70,700	70,700	88,757
Replacement Fees	6,240	4,100	4,100	3,853
Lease Rentals	4,091	7,338	9,691	7,400
Telecommunication Service	3,143	3,150	3,295	3,220
Advertising and Publication	62,660	52,600	47,198	36,100
Supplies	12,807	16,368	19,004	8,650
Meetings	7,921	12,900	8,000	11,420
Membership and Dues	15,254	10,550	13,076	10,700
Training	3,868	6,250	5,109	6,360
Capital Items	1,170,545	-	92,673	-
TOTAL EXPENSE	\$ 2,483,467	\$ 1,747,347	\$ 1,642,320	\$ 1,497,058



FINANCE

Full Time - 17
Part Time - 2
Total - 19



FINANCE

The Finance Department is responsible for financial management of all City funds and for providing central support services to other City departments. Services provided include: purchasing, risk management, payroll, accounts payable, utility billing, revenue collections, budget development, treasury management, grant administration, financial reporting, information services and vehicle maintenance. Financial services are also provided for the Redevelopment Agency, as well as for various Trust and Agency Funds.

General Fiscal Services

The general fiscal services provided include: payroll, accounts payable, revenue collection, treasury management, grants administration, budget development, and financial reporting. Payroll services include providing biweekly payments for the City workforce of permanent and temporary employees as well as filing all required reports with the federal and state governments and the retirement system. Accounts payable services consist of making all disbursements for the City, Redevelopment Agency and Trust Funds. Revenue and collections includes collection of all general government revenues such as business and transient occupancy taxes, and collection of all enterprise fund revenues such as water, wastewater, electric and transit. Treasury management includes investment of funds, cash management and debt management. Grant administration consists of preparation of and billing for transit, infrastructure and disaster relief funds from other government agencies. Budget development involves coordination of departmental budget preparation and the publication of the operating and capital improvement budgets. Financial reporting consists of preparation of the Comprehensive Annual Financial Report, coordination of annual audits, filing of required statutory reports and providing operational information to departments throughout the year.

Utility Billing

The Department is responsible for utility billing services for utilities: water, wastewater and electric; and the management of 6,100 resident and business utility customer accounts. The Department reads meters and bills customers monthly, maintains a payment service counter and a drive-up payment drop box. The Department is also responsible for preparing rate studies to identify appropriate billing rates. The Department is currently utilizing a lock-box service to process mail payments.

Information Services

Information Services Division is responsible for planning, deployment and maintenance of a variety of central and distributive technology systems, all for the purpose of enabling the City Staff to better serve the information needs of the public, Council and management.

The division supports the technology needs of all the departments via data management assistance, communications, applications support, systems maintenance, technical support services, network security, purchasing, project assistance and equipment disposal. We support 150 desktop systems, three dozen laptop units, forty network servers, an interconnecting wide area network, with Fiber, T1s and Wireless communications covering 13 locations and over 100 custom application configurations.

FINANCE

Other Central Services

Other central services provided by the Department include communications, office equipment services, purchasing, risk management and vehicle maintenance. Communication and office equipment services include managing the contracts and replacement funds for telephone, voice mail, copy machines and other office equipment. Purchasing coordinates all procurement activities in the City. The Department coordinates with the Redwood Empire Municipal Insurance Fund to provide risk management services for the City.

MAJOR DEPARTMENTAL TASKS COMPLETED FISCAL YEAR 2008-09

- ☑ Hired replacement for Finance Director position and completed successful transition
- ☑ Implemented electric utility rate adjustments and rate structure changes
- ☑ Converted residential wastewater utility billing basis to the winter average use
- ☑ Implemented successful new Business License Program
- ☑ Adopted a new local purchasing ordinance for supplies and materials
- ☑ Implemented an on-line utility billing payment system
- ☑ Completed migration to new City website and hosted content management system
- ☑ Completed phase 2 of the GIS migration
- ☑ Assisted with completion of the 911 phone system refresh/upgrade
- ☑ Realigned systems refresh cycle to improve technology investment
- ☑ Reduced proposed fiscal year 2009-10 budget via modifications to technology asset and contracts

MAJOR DEPARTMENTAL GOALS FOR FISCAL YEAR 2009-10

- ◆ Plan and complete Electric enterprise bond issue for upgrades and expansion of Badger substation
- ◆ Contract with a new auditor for fiscal year 2009-10
- ◆ Explore viable options for the management of citywide WiFi services
- ◆ Complete a Cost Allocation Plan and citywide miscellaneous fee study
- ◆ Evaluate options to reduce vehicle maintenance service costs
- ◆ Implement a new purchasing policy
- ◆ Complete modifications to technology contracts/services to further reduce technology costs
- ◆ Reduce unnecessary technology assets to reduce operating costs
- ◆ Implement upgrades to main data storage system
- ◆ Complete phase 3 of GIS migration
- ◆ Improve network security and monitoring
- ◆ Evaluate and update technology use and operations policies

FINANCE

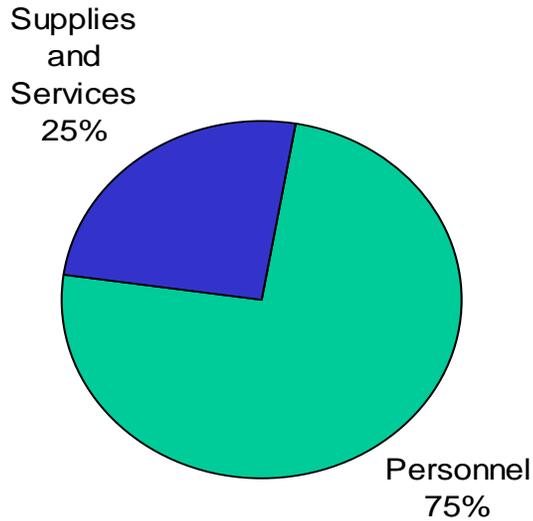
FUTURE OBJECTIVES

The Finance Department will continue to promote staff training in areas such as systems, software, accounting, and customer service. The Department will also continue cross training of existing staff to allow for professional growth and efficient use of resources. The Department is also working to develop protocol for network file management and shared files.

The Department is continually faced with the challenge of looking for additional ways to automate processes and to use technology to provide services to the community's citizens, as well as other departments, as efficiently as possible. The Department will continue to re-evaluate priorities and methods of service delivery emphasizing a cost benefit approach for best practices. The Department will continue to respond to the financial challenges facing the City.

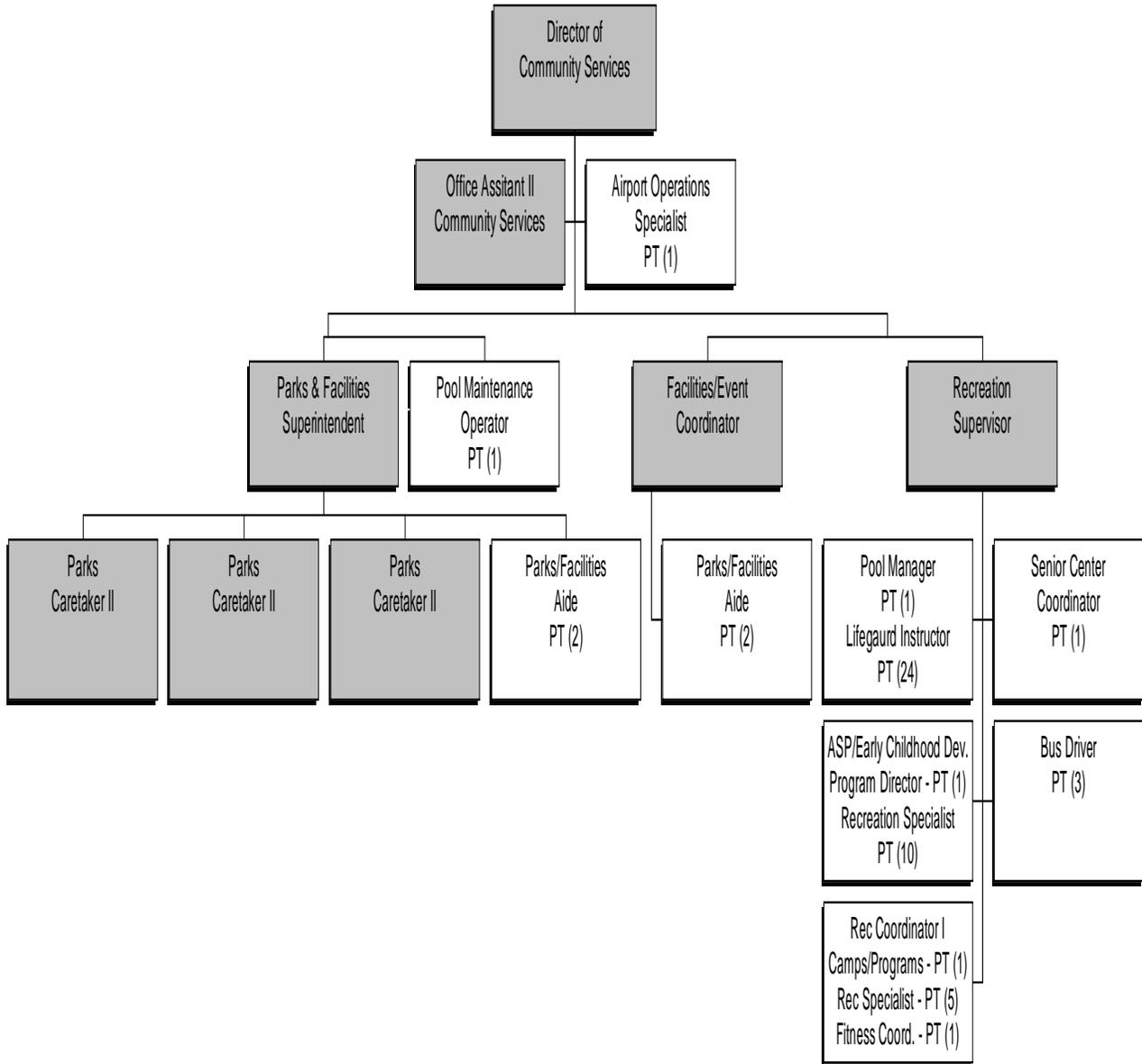
FINANCE

EXPENSE	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
Wages and Fringe Benefits	\$ 1,464,388	\$ 1,453,323	\$ 1,338,302	\$ 1,638,784
Overtime	41,590	20,000	6,054	5,300
Contracted Services	13,143	44,925	18,687	63,540
Government Fees	100	100	-	100
Rentals	-	150	-	150
Service Fees	326,136	389,850	389,895	376,175
Replacement Fees	95,317	94,700	94,700	35,567
Telecommunication Service	10,030	9,000	7,522	7,750
Printing and Binding	575	600	114	600
Supplies	73,847	71,000	57,934	63,000
Meetings	3,275	1,500	411	1,500
Memberships and Dues	1,982	1,000	842	2,100
Training	7,799	5,500	3,782	5,500
Educational Reimbursement	-	500	-	500
Bad Debt Expense	902	-	4,233	4,000
TOTAL EXPENSE	\$ 2,039,084	\$ 2,092,148	\$ 1,922,476	\$ 2,204,566



COMMUNITY SERVICES

Full Time - 8
 Part Time - 52
 Total - 60



COMMUNITY SERVICES

The Community Services Department is responsible for the management and operation of parks and recreation facilities, Healdsburg Ridge Open Space Preserve, senior services, community gardens, transit services, Senior Center, the Villa Chanticleer conference center, Airport management, recreation programming, the Healdsburg Community Center, management of the Healdsburg Municipal Pool, as well as Neighborhood Improvement Programs, Lighting and Landscaping District, special event coordination and film permits. Contract administration includes, Tayman Park Golf Course, Healdsburg Unified School District (HUSD) landscaping, and facility scheduling for the HUSD, Healdsburg Museum, and facility caretaker contracts.

DEPARTMENT SERVICES AND ROLES:

Administration and Contract Coordination: Support the work of the Department and City Council, Parks and Recreation Commission, Senior Advisory Commission, Airport Commission, and other special committees and local organizations. Contract administration includes the school-park program; landscape and maintenance operations; and contracted service providers at the museum, Chamber of Commerce Visitor Center, and golf course.

Information, Referral and Department Coordination: Provide public information concerning community services and other informational requests. Based on a customer service approach, information is provided through phone and fax communications, a bi-annual recreation program guide, additional written and graphic materials, web site, and personal contact.

Healdsburg Community Center: Operate the newly acquired Healdsburg Community Center. Operations include programming recreation classes, after school programs, provide rental space to community groups and business, operate a demonstration garden, and provide additional services to the community as requested.

Healdsburg Municipal Pool: Plan, program, maintain and provide aquatic opportunities to the residents in and around Healdsburg. Programming includes swim lessons, public swim, lap swimming, aquatic camps, water exercise classes and lifeguard training. In addition, the pool provides a place for the high school swim team and local private swim team to practice and hold meets.

Healdsburg Ridge Open Space Preserve: Manage the 150 acre Healdsburg Ridge Open Space Preserve. Responsibilities include trail maintenance, administering a volunteer program and various other tasks that keep the preserve open to the public.

Parks and Maintenance: Maintain and operate public parks, open space and public facilities. Maintenance levels and services are based on providing safe and healthy areas at the best possible level to make them enjoyable to the community and safe to use. Trees and landscaping services are provided by participating in the planning and environmental review processes.

Park Planning and Capital Improvements: Plan, design, engineer and perform environmental review for all projects. Park planning process includes the coordination of

COMMUNITY SERVICES

each project from conceptual design, financial considerations, plans and specifications, construction and operational use.

Recreation Programming: Plan, maintain, and provide recreation programming to City residents of all ages. Programming includes youth and adult sports; senior fitness programs; and leisure, educational, and cultural arts activities.

After School Program: Partner with Healdsburg Unified School District in offering an after school program for District students. The Department coordinates and staffs the after school program offered at the Healdsburg Community Center.

Scheduling and Event Coordination: Schedule and coordinate outdoor area usage at local schools, parks, and community facilities. Permits and scheduling also include special event coordination, commercial film permits, and Villa Chanticleer reservations. The Villa Chanticleer is an event center for local and out of town residents and businesses. It provides a location for weddings, special events, and meetings.

Senior and Transit Services: The Senior Center provides recreational and social programs, as well as nutritional services, for seniors in the community. Transit Services are provided through a dial-a-ride system and innovative route schedule to accommodate all ages, those with special needs, and interaction with Sonoma County transportation systems.

Municipal Airport Services: Manage a 50-acre municipal airport with 46 hangars, 20 tie-downs, 5 businesses and a 24-hour avgas fuel service, which serves the greater Healdsburg area.

MAJOR DEPARTMENTAL TASKS COMPLETED FISCAL YEAR 2008-09

- Completed Parks and Open Space Master Plan for the City of Healdsburg
- Completed Parks and Recreation website upgrade
- Completed Construction drawings for the Giorgi Park Rehabilitation Project
- Completed the Airport Capital Improvement Project
- Completed negotiations with Sonoma County Agricultural and Open Space District regarding the Healdsburg Ridge property and opened it to the public
- Implemented After School Program that serves up to 199 participants
- Held the Celebrate Healdsburg event which benefited the Parks and Recreation Scholarship Fund
- Completed negotiations with the Healdsburg Unified School District for the acquisition of Foss Creek Elementary School
- Opened the Healdsburg Community Center at Foss Creek School to the public
- Moved the Community Services administrative offices to the Healdsburg Community Center
- Hired Carducci and Associates to begin the mass grading plan for the Community Park at Saggio Hills
- Began preliminary planning for the Cerri Site

COMMUNITY SERVICES

MAJOR DEPARTMENT GOALS FOR FISCAL YEAR 2009-10

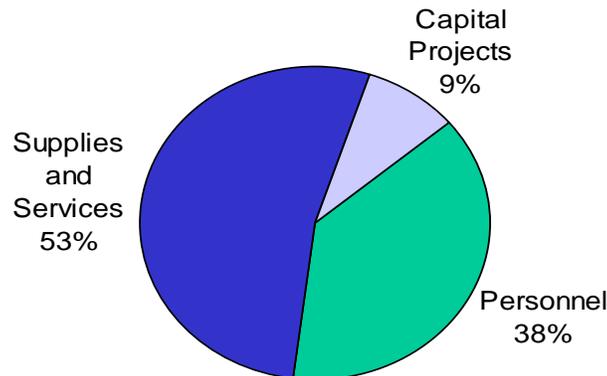
- ◆ Begin construction and complete the Giorgi Park Rehabilitation Project
- ◆ Complete grading plans for the Community Park at Saggio Hills
- ◆ Develop a conceptual plan for the Cerri Site and continue moving the process forward
- ◆ Work with other agencies in Sonoma County to develop a walking map of Healdsburg to be distributed countywide.
- ◆ Develop special events that benefit economic development for businesses in Healdsburg
- ◆ Continue working toward a cost recovery plan of 75% for the Healdsburg Community Center
- ◆ Continue developing recreation programs that reach more residents of Healdsburg

FUTURE OBJECTIVES

Continue to increase the level of recreation services that are available to the community. Continue to secure additional and dedicated funding to upgrade existing City parks and facilities and maintain basic service levels regardless of economic conditions. Continue to re-evaluate the Department's priorities and methods of service delivery. Continue to use opportunities to reorganize the Department due to attrition, demand for services, state budget cuts, and part-time staff. Improve cost recovery in recreation programming and pool operations.

COMMUNITY SERVICES

EXPENSE	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
Wages and Fringe Benefits	\$ 1,549,973	\$ 1,794,802	\$ 1,646,756	\$ 1,463,284
Overtime	4,214	2,135	5,033	2,750
Support to Outside Organizations	68,534	26,800	26,800	26,100
Contracted Services	478,818	604,800	575,709	476,289
Insurance	7,950	10,000	8,000	4,300
Government Fees	6,112	1,650	4,255	3,750
Project Participation	72,007	103,600	45,169	103,500
Property Services	169,644	227,718	160,986	210,949
Rentals	26,586	533,300	530,861	428,000
Service Fees	258,075	299,650	299,950	293,270
Replacement Fees	28,752	29,900	29,900	31,484
Loan Repayment - General Fund	1,706	1,700	1,700	1,700
Telecommunication Service	21,689	29,600	27,376	21,815
Advertising and Publication	116,293	30,734	34,463	31,400
Printing and Binding	528	1,400	2,060	900
Travel Expense	1,324	3,450	1,460	500
Supplies	403,500	372,476	385,501	391,985
Meetings	7,136	7,795	5,380	1,700
Membership and Dues	2,823	3,180	2,061	2,650
Training	2,390	9,949	4,219	3,400
Capital Items	151	42,600	-	3,000
TOTAL OPERATING EXPENSE	\$ 3,228,205	\$ 4,137,239	\$ 3,797,639	\$ 3,502,726
Capital Projects				345,000
TOTAL EXPENSE				\$ 3,847,726



COMMUNITY SERVICES

Park Name

Location

Barbieri Brothers Park
 Badger Park
 Carson Warner Skate Park
 Gibbs Park
 Giorgi Park
 Grove Street Detention Basin
 Healdsburg Ridge Open Space

325 Bridle Path
 780 Heron Drive
 15070 Grove Street
 1529 Prentice Drive
 600 University Street
 Grove Street (Adjacent to Skate Park)
 Eastern end of Parkland Farms Blvd.

Plaza Park
 Railroad Park
 Recreation Park
 Tilly Grove Open Space
 Villa Chanticleer Playground

100 Matheson Street
 22 Front Street
 525 Piper Street
 543 Tucker Street
 1248 N. Fitch Mountain Road

Field Name

Location

Fitch Mountain School - Multi Use Fields
 Foss Creek School – Multi Use Fields, Basketball Courts
 Giorgi Park-(2) Tennis Courts
 Healdsburg Elementary School - Multi Use Fields
 Healdsburg High School –Multi Use Fields, (4) Tennis Courts, All Weather Track, 2 Sprint Courts, 1 Baseball Field, 2 Softball Fields, 1 Football /Soccer Field, Several small overlay Soccer Fields, Basketball Courts
 Healdsburg Junior High School-Multi Use Fields, Walking Track
 Recreation Park Field-Multi Use Fields – Football, Baseball, Soccer, Special Events

565 Sanns Lane
 1557 Healdsburg Avenue
 600 University Street
 400 First Street
 1024 Prince Street (Off Monte Vista Ave.)
 315 Grant Street
 525 Piper Street

Facility

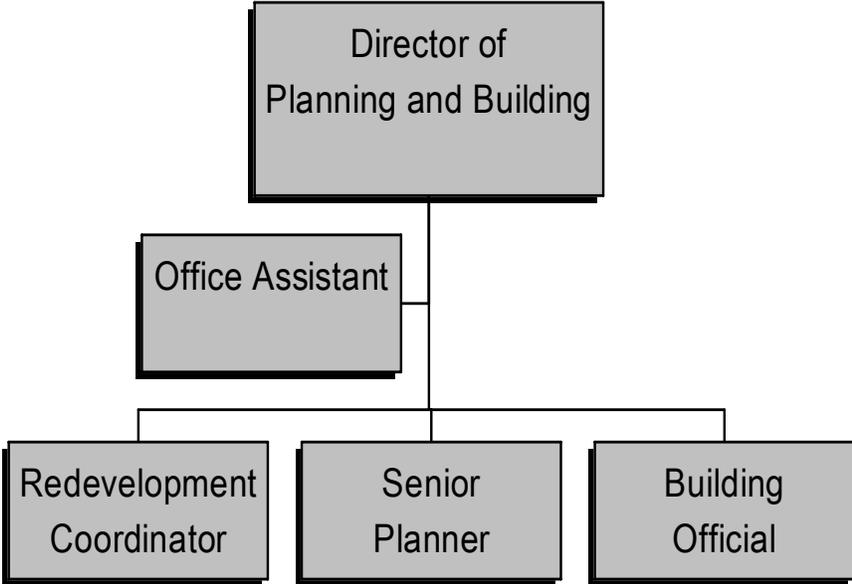
Location

Administration & Reservations
 Badger Dog Park
 Healdsburg Community Center
 Healdsburg Municipal Airport
 Healdsburg Museum (Healdsburg Museum and Historical Society)
 Healdsburg Municipal Pool
 Senior Center and Transit Services
 Tayman Park Golf Course (Tayman Park Golf Group, Inc.)
 Villa Chanticleer
 Villa Dog Park
 Visitor Information Center (Chamber of Commerce)

1557 Healdsburg Avenue
 780 Heron Drive
 1557 Healdsburg Avenue
 1580 Lytton Springs Road
 221 Matheson Street
 360 Monte Vista Avenue
 133 Matheson Street
 927 S. Fitch Mountain Road
 1248 N. Fitch Mountain Road
 1248 N. Fitch Mountain Road
 217 Healdsburg Avenue

PLANNING AND BUILDING

Full Time - 5
Total - 5



PLANNING AND BUILDING

The Planning and Building Department is responsible for overseeing and guiding private development projects in accordance with state law and the City's General Plan, Zoning Ordinance and other local land use standards. Major tasks include administering planning and building regulations, assisting public and private developers with permit applications, conducting environmental reviews, reviewing business licenses, providing staff assistance to the Green City Committee, Planning Commission and City Council, and preparing and enforcing the City's codes and permit conditions of approval. The Department also provides advance planning services, participating in county-wide and regional planning efforts relating to land use, housing and transportation, and oversees the affordable housing and economic development functions as part of the City's Redevelopment Agency.

Ordinance Administration

The Department administers the Zoning, Subdivision, Environmental, Noise and Code Enforcement Ordinances and revises these as necessary to comply with changing local interests and state law. The Department also responds to public inquires, coordinates interdepartmental review of development applications, interprets development projects, prepares reports on land use, design review, variance and subdivision projects and annexations for Planning Commission and City Council review.

Design Review

The Department is responsible for preserving and protecting Healdsburg's natural scenic beauty and its unique built environment by administering the City's Design Review Manual, Urban Design Guidelines and related processes and policies contained in the City's General Plan, Specific Area Plans and Zoning Ordinance. The Department conducts Minor Design Review for expansions of commercial, office and industrial buildings and for new signage and awnings. Staff also reviews substantial development projects, such as new commercial, industrial, office and residential projects containing two or more units and advises the Planning Commission and City Council of a project's compliance with adopted design guidelines.

Advance Planning

The Department prepares and amends documents that guide all public and private development activities in Healdsburg, such as the City's General Plan, Zoning Ordinances and Specific Area Plans, such as the Area A, B and C Specific Plans and the Grove Street Neighborhood Plan. The Department also prepares special planning documents, such as the Foss Creek Pathway Plan. The Department processes amendments to these long-range policy documents to be more responsive to the changing community, such as making changes to the General Plan and Zoning Ordinance. The Department also provides functional support to the Healdsburg Redevelopment Agency, including design and environmental review for new affordable housing, land use and economic development activities.

Regional Planning

The Department works with state, regional and county agencies on a regular basis pertaining to land use, housing, transportation, and other similar issues of a county-wide and region-wide perspective. The Department reviews changes in regulations affecting local policy, analyzes land use and housing data used by the Association of Bay Area Governments, and participates in county-wide technical and planning advisory

PLANNING AND BUILDING

committees, and regularly attends meetings conducted on issues associated with air quality and transportation. The Department also reviews projects outside the city limits for their potential effect on Healdsburg, such as development applications, subdivisions and environmental documents.

Plan Check and Building Inspection Services

The Department is responsible for implementation of the minimum building standards to safeguard the public. The Department accepts permits, reviews plans and inspects all building-related activities in Healdsburg to ensure compliance with adopted state, local and model codes. Public assistance is also provided to facilitate complete plan submittals and to provide an understanding of the building permit review process. Services include implementing Building and Fire Codes, Title 24 energy efficient standards, the Americans with Disabilities Act and continued administration of the Unreinforced Masonry requirements.

Environmental Review

The Department conducts environmental review for new public and private projects under the California Environmental Quality Act guidelines and the City's local environmental procedures. This involves a determination of the required level of environmental review and preparing or coordinating the preparation and review of the necessary environmental documents, including environmental impact reports.

Property and Construction Management

The Department manages redevelopment projects and assists in securing existing property and buildings, such as the East Street properties and the Cerri Property on North Street.

Code Enforcement

The Department enforces City regulations relating to land use, noise and construction-related complaints. Areas of responsibility include investigating violations of the City's Zoning Ordinance, Noise Ordinance, Building Code and other regulations. The Department works closely with other City departments and coordinates the review of complaints for potential public nuisances, particularly with emergency services.

Redevelopment

The Department is responsible for the overall administration of the Redevelopment Agency's economic development and housing programs and projects under the direction of the Executive Director and Board of Directors. This includes coordination of the various programs and capital improvement projects funded by Agency funding and preparation of various documents, including assistance in preparing annual reports to the state and periodic updates to the 5-year Implementation Plan.

PLANNING AND BUILDING

MAJOR DEPARTMENT TASKS COMPLETED FISCAL YEAR 2008-09

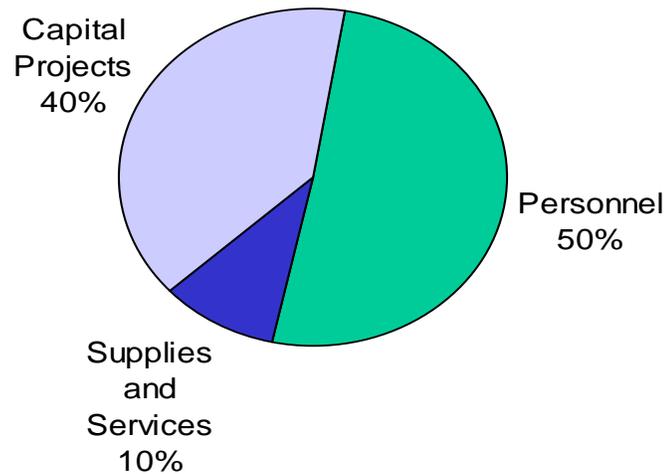
- ☑ Completed City Council approval of the Saggio Hills Project entitlements and EIR certification
- ☑ Completed annexation of the Saggio Hills Project area (Sub-area C)
- ☑ Completed annexation of the remaining county islands on Healdsburg Ave./Paul Wittke Dr.
- ☑ Prepared and circulated for public review the General Plan Update and Environmental Impact Report
- ☑ Completed the entitlement/building permit review process for the Healdsburg Family Housing project
- ☑ Prepared ordinances relating to the City's inclusionary housing program, residential visitor lodgings, setback encroachments, green building and property maintenance standards
- ☑ Completed the entitlement/building permit review process for H2Hotel
- ☑ Adopted the Bicycle & Pedestrian Master Plan and coordinated the installation of bicycle racks in the downtown at all City activity centers and several businesses
- ☑ Obtained funding and began construction of the 64-unit Healdsburg Family Housing project
- ☑ Began construction of the 7-unit Victory Studios transitional housing project
- ☑ Assisted Sonoma County Habitat for Humanity in its development of two very low income units

MAJOR DEPARTMENTAL GOALS FOR FISCAL YEAR 2009-10

- ◆ Adopt the General Plan Update and certify the Environmental Impact Report
- ◆ Amend the Zoning Ordinance to reflect the land use designations approved in the General Plan Update
- ◆ Adopt a local green building program
- ◆ Adopt a comprehensive Urban Forest Management Plan
- ◆ Complete the Housing Element Update
- ◆ Update the Department's fee schedule to reflect the cost of services
- ◆ Prepare an Environmental Impact Report for the Cerri Property
- ◆ Commence the preparation of the Central Healdsburg Special Study Planning Area
- ◆ Complete the update to the Redevelopment Agency 5-year Implementation Plan
- ◆ Complete the construction of the Victory Studios transitional housing project

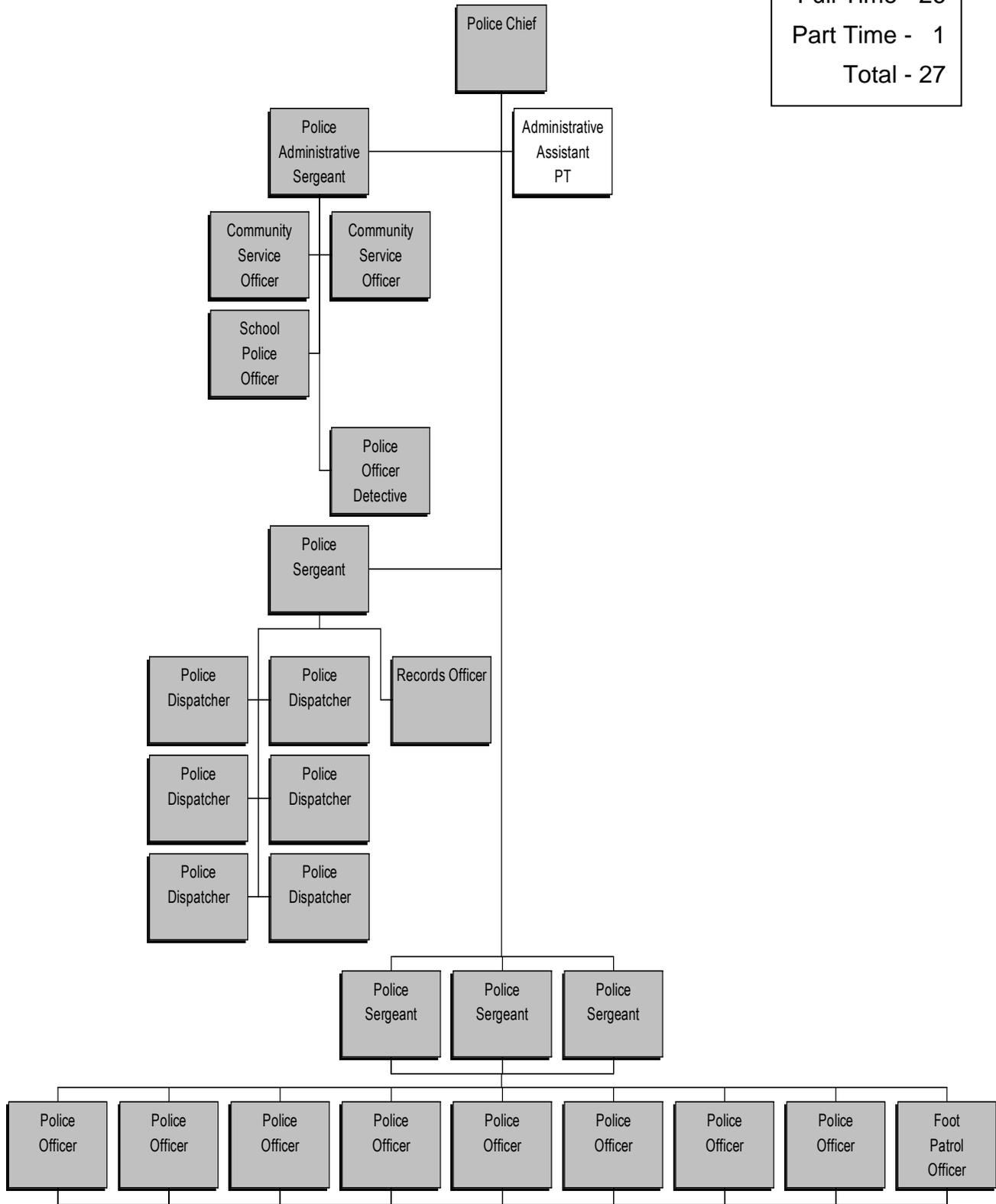
PLANNING AND BUILDING

EXPENSE	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
Wages and Fringe Benefits	\$ 833,603	\$ 817,975	\$ 743,836	\$ 825,169
Overtime	3,428	2,000	1,196	-
Contracted Services	118,528	134,500	133,420	45,000
Government Fees	-	2,650	-	-
Employment Services	-	10,170	10,170	-
Project Participation	557	-	-	-
Rentals	77	-	-	-
Service Fees	109,570	138,950	138,950	88,567
Replacement Fees	35,148	22,000	17,870	3,863
Telecommunication Services	4,005	4,200	3,350	3,540
Advertising and Publication	6,651	10,500	9,119	6,494
Printing and Binding	280	-	-	-
Supplies	13,395	10,800	4,812	5,350
Meetings	6,754	6,000	3,056	1,000
Memberships and Dues	2,322	1,800	2,367	1,300
Training	4,061	5,700	4,371	1,000
TOTAL OPERATING EXPENSE	\$ 1,138,379	\$ 1,167,245	\$ 1,072,517	\$ 981,283
Capital Projects				649,700
TOTAL EXPENSE				\$ 1,630,983



POLICE

Full Time - 26
 Part Time - 1
 Total - 27



POLICE

The Healdsburg Police Department (HPD) is responsible for the protection of life and property, the maintenance of order, the control and prevention of crime, and the enforcement of motor vehicle laws and regulations. Activities related to these responsibilities include law enforcement; criminal investigations; apprehension of criminals, and the use of problem solving strategies involving all stakeholders in the community to enhance the quality of life for residents and visitors.

Patrol Services

The Patrol Division provides public safety services 24-hours a day, seven days a week. Patrol responds to calls for service, provides general law enforcement activities, including traffic enforcement, initial crime scene investigation, disaster assessment, community policing strategies and preventive patrol. Patrol officers also participate in a number of community outreach efforts such as Adopt A Cop, Citizens Police Academy, Challenge Day, Alive at 25, Every 15 Minutes, and community events. Patrol officers patrol the City on foot, bicycle, and in motor vehicles.

Investigations

The responsibilities of Investigations are to investigate major crime scenes and collect evidence. They analyze fingerprints and other physical evidence, maintain court evidence, process and destroy contraband evidence; monitor activities of individuals on probation and parole, and conduct major investigations with crimes requiring out-of-town follow-up. Additionally, this division maintains gang tracking and participates on countywide task forces including high profile drug cases.

School Resource Officer

The School Resource Officer (SRO) divides his/her time at all of the Healdsburg schools and the Foss Creek After School Program. S/he works toward building relationships with students, faculty, staff and parents, providing counseling and education, conducting enforcement and other activities associated with creating a safer school environment and attending special events. The SRO also conducts presentations to educate students and facilitate a discussion about issues such as alcohol and drug abuse, rules of the road, gangs, criminal law, police procedures and other topics of interest that are expressed by students.

Communications

The responsibilities of this division are to maintain/operate a full 911-dispatch center for Police. They receive and process all calls for service, maintain communications with officers in the field and monitor the status of police units and field personnel. Dispatchers conduct inquiries for police officers such as warrant checks, criminal histories and vehicle registration information. Dispatchers are the critical link between citizens in need of service and law enforcement officers. They also process records and work with the Records Officer in obtaining important data and the dissemination of information.

POLICE

Administration

This division manages the administrative functions of the department and prepares and implements the department budget, monitors employee recruitments and promotions, applies for and manages grant programs, reviews all employee evaluations, and maintains professional standards through training and policy review. All citizen complaints are reviewed and assigned for investigation through this office. The office also analyzes crime statistics and staffing needs.

Community Services

This unit performs parking enforcement, vehicle abatement duties, and manages the property and evidence room. Property and evidence is monitored to ensure compliance with State and Federal laws.

MAJOR DEPARTMENTAL TASKS COMPLETED FISCAL YEAR 2008-09

- ☑ Several personnel changes took place. Officer Mike Shooter was appointed to Detective. Luis Rodriguez was promoted to Sergeant. Sergeant Blaine Spotswood and Officer Joe Farmer retired. Officers Katie Close and Scott Eland were hired. Community Service Officer Stacey Miller was hired.
- ☑ The Department received \$4,000 from the Office of Traffic Safety for the "Click It or Ticket" seatbelt program.
- ☑ HPD received a grant from the Department of Alcoholic Beverage Control (ABC) in the amount of \$25,221 for a Prevention Program targeting minors who use alcohol.
- ☑ The State E911 Program reimbursed \$23,068.31 towards our RIMS mapping and RIMS 911 interface. These costs were originally borne by the City when the department changed CAD/RMS software.
- ☑ HPD's DUI checkpoint in Healdsburg screened approximately 600 vehicles. Five arrests for DUI were made and 8 drivers were arrested for driving without a license. One warrant arrest and one arrest for violation of probation were also made. 14 Vehicles were towed.
- ☑ HPD sponsored training on August 21st at 9:00 am in Council Chambers. It was part of the ABC grant and was a merchant education class that assisted them with identifying under aged drinkers.
- ☑ HPD was approved for 10 portable EMS kits for the patrol vehicles through the County-wide Homeland Security Grant. Each vehicle will soon have a \$350.00 pelican case medic pack on board.
- ☑ HPD became a Safe Medicine Disposal site.
- ☑ The Bureau of Justice Assistance with the U.S. Department of Justice awarded HPD \$6,989 to be used for purchasing new bulletproof vests for the officers this fiscal year.
- ☑ Implemented new emergency notification system that will automatically call residences and businesses in specific geographic areas to warn residents in the event of a serious emergency. The system is called TENS and is accessed through the County EOC. HPD Dispatch will activate this system, in the event of a significant emergency.

POLICE

- ☑ HPD participated in three county-wide warrant sweeps resulting in several arrests.
- ☑ Implemented new Crime Prevention Program – Security Checks of Residential and Business properties.

MAJOR DEPARTMENTAL GOALS FOR FISCAL YEAR 2009-10

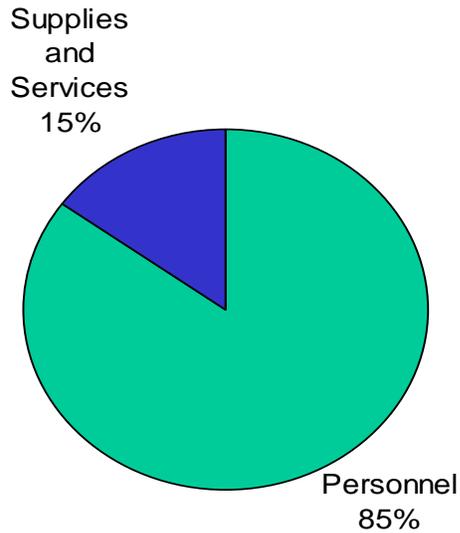
- ◆ Implement After School Program at the Healdsburg Community Center
- ◆ Upgrade the 911 System - The State is funding the upgrade as part of the Emergency Management System. The cost to upgrade the system will run approximately \$100,000.
- ◆ Continue with county-wide Warrant Sweeps
- ◆ Continue to research alternative funding sources
- ◆ Restructure command and supervisory positions to allow the return of the Lieutenant position
- ◆ Locate grant funds to assist in purchasing needed equipment for the department
- ◆ Anticipate future retirements and prepare department for the hiring of new personnel

FUTURE POLICE OBJECTIVES

HPD will continue working with Sonoma County law enforcement agencies to better pool our resources and to work closely with each other in cooperative ventures. The department will also focus on developing our employees through police related training either in-house or outside POST courses. In addition, emphasis continues to be placed on employees completing their college degrees for future promotional opportunities, and to better reflect the community that we serve.

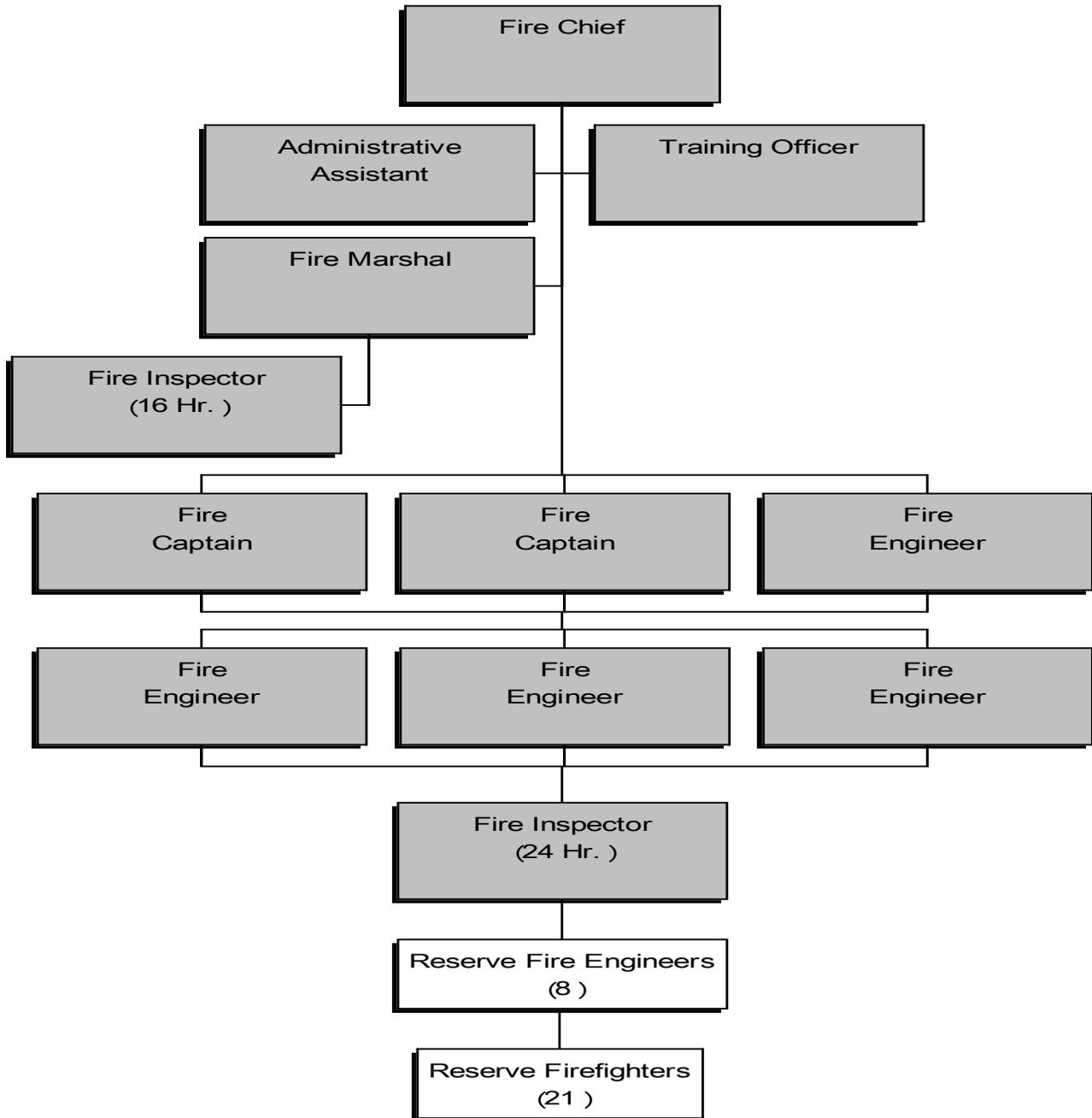
POLICE

EXPENSE	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
Wages and Fringe Benefits	\$ 3,740,555	\$ 4,067,400	\$ 4,067,400	\$ 3,633,066
Overtime	235,118	194,000	194,000	200,000
Contracted Services	67,872	83,150	83,150	111,250
Rentals	19	400	400	-
Service Fees	400,413	419,100	419,100	425,904
Replacement Fees	149,955	-	-	66,792
Communication Services	19,292	21,050	21,050	19,150
Advertising and Publication	497	1,200	1,200	600
Printing and Binding	2,431	1,750	1,750	1,250
Travel Expense	490	-	-	-
Supplies	34,175	60,850	60,850	35,850
Meetings	2,948	3,750	3,750	2,300
Memberships and Dues	1,402	1,400	1,400	1,600
Training	22,689	23,950	23,950	13,500
TOTAL EXPENSE	\$ 4,677,856	\$ 4,878,000	\$ 4,878,000	\$ 4,511,262



FIRE

Full Time - 11
Volunteer Reserves - 29
Total - 38



FIRE

The Fire Department is a combination fire agency using eleven full time staff, and twenty-nine reserves that are responsible for protecting life, property and the environment from the dangers of fire, explosion and hazardous materials incidents, and responding to, and providing basic life support and first aid response to medical emergencies and vehicle accidents. The department also provides fire prevention, disaster preparedness, weed abatement and hazardous materials management programs for the City.

Fire Suppression

The basic organization and orientation of the Department is directed to fire suppression, rescue and emergency service delivery. While the Fire Department places an emphasis on fire prevention, public education, risk reduction and hazard abatement programs, the ability to respond and control fires is an overriding operational priority. In addition to serving the City, the Department also provides contracted emergency services to Fitch Mountain and the lower Dry Creek Valley.

Fire Prevention

The Fire Prevention division is administered by the Fire Marshal and is responsible for enforcing the Fire Code and portions of the State Health and Safety Code. Major activities include; project reviews, conducting plan checks and inspection of new construction and fire protection systems, conducting Fire Safety Education programs and inspection of target hazards. The division is also responsible for conducting fire investigations of all unknown fires.

Emergency Medical Services (EMS)

The Department performs rescue work and provides emergency medical services to ill and injured persons. Staff is dispatched to all life threatening emergencies and maintains certification as Emergency Medical Technician I (EMT-I). Enhanced services include Early Defibrillators on all apparatus and Pulse-oximeters.

Hazardous Materials/CUPA

The department has been authorized as a Certified Unified Program Agency (CUPA) by the State to regulate six hazardous materials and waste programs within the Cities of Healdsburg and Sebastopol through a Joint Powers Agreement (JPA). These programs are administered by the Fire Marshal.

Disaster Planning

The Fire Department is responsible for developing comprehensive disaster response plans for the City and for providing coordination of all public and private services responding to emergency situations.

FIRE

MAJOR DEPARTMENTAL TASKS COMPLETED FISCAL YEAR 2008-09

- ☑ Responded to 1,314 incidents
- ☑ Recruited and filled the vacant 40 hour Engineer's position
- ☑ Took delivery of and placed in service two "Urban Interface" fire engines
- ☑ Conducted I-800 NIMS training for City Department Heads assigned to the Emergency Operations Center (EOC)
- ☑ Successfully completed a triennial audit of the department's CUPA program by CalEPA and received 5 citations for "Outstanding Program Implementation"
- ☑ Became the second CUPA agency in the State to implement an "On-Line" hazardous materials reporting program for local businesses
- ☑ In conjunction with *Fire Free Fitch*, implemented a wildfire prevention program on Fitch Mountain including two free "Chipper" programs for all residents
- ☑ Participated in a record 10 Strike Team and mutual aid assignments during the unprecedented fire season
- ☑ Negotiated contracts with the County to provide fire protection to the Sotoyome response area
- ☑ Conducted an interagency *Multi-Casualty Drill* funded by a grant through the Dry Creek Band of Pomos
- ☑ Closed and removed the underground fuel tank at the fire station
- ☑ Conducted our fifth, 180-hour Recruit Academy for 9 new Reserve Firefighters
- ☑ In conjunction with the Parks and Recreation Department, developed guidelines for opening the Senior Center as a "Cooling Center" during hot weather events
- ☑ Participated in the 2009 California Fire Explorer Academy in Marin County
- ☑ Conducted 12 CPR Classes
- ☑ Conducted over 2,870 hrs. of volunteer and 1,926 hrs. of paid staff training for a total of 4,800 hrs.
- ☑ Performed over 1,068 Fire code and hazardous materials inspections
- ☑ Performed over 309 hours of public education activities including the department's "Sesquicentennial Celebration" and Open House
- ☑ Installed over 38 car seats as a certified "*Child Car Seat Installation*" agency by the *Safe Kid's Program*
- ☑ Hosted the largest blood drive in the history of Sonoma County
- ☑ Conducted a Community Emergency Response Team (CERT) academy, graduating 17 students
- ☑ Obtained a \$252,000 grant from the Department of Homeland Security to assist in the recruitment and retention of Reserve Firefighters
- ☑ Implemented the provisions of the *California Aboveground Petroleum Tank* regulations through a grant from CalEPA
- ☑ Obtained a \$23,000 Indian Gaming Grant to fund a Utility/Tow vehicle for the department

FIRE

MAJOR DEPARTMENTAL GOALS FOR FISCAL YEAR 2009-10

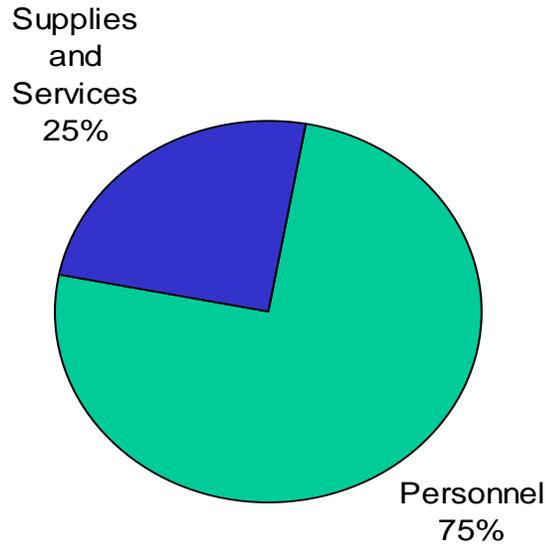
- ◆ Complete the City's disaster planning process by assisting other City departments complete their emergency SOP's and conduct a table-top and functional exercise of our Emergency Plan
- ◆ Prepare a detailed pre-fire plan to deal with wildfires in the Healdsburg Area Mutual Threat Zone
- ◆ Conduct the sixth "Recruit Training Academy" for new Reserve Firefighters
- ◆ Train and promote two Reserve Firefighters to Fire Engineer status
- ◆ Sell two surplus fire engines
- ◆ Continue to implement the loan program to retrofit target buildings with fire sprinkler systems
- ◆ Obtain a FEMA Grant for the purchase of Turn-out personal protective equipment and NFPA compliant self-contained breathing apparatus
- ◆ Make all permit applications, forms and other important department documents available on-line and be capable of being submitted electronically
- ◆ Place in-service a reverse 911 phone system for the Fitch Mountain Fire Severity Zone
- ◆ Obtain a Volunteer Fire Council grant to partially fund the purchase of up-graded wildland fire shelters to meet State mandates
- ◆ Provide I-800 NIMS training as required to the remainder of untrained City Staff assigned to the EOC
- ◆ Continue to work with the Reserve Firefighters Association to provide necessary coverage during weekends and periods of peak fire activity
- ◆ Purchase a Utility/Tow vehicle to fulfill the Indian Gaming Grant

FUTURE OBJECTIVES

Given the large number of new reserves, the department will continue to focus on training to enhance their skills. As the Saggio Hills project moves forward, the department will explore staffing alternatives for the proposed sub-station within the context of the current economic climate and continue discussions with the Redevelopment Agency to provide firefighter housing on the parcel adjacent to the main station. The Department will also continue to explore staffing alternatives to fill on-call shifts.

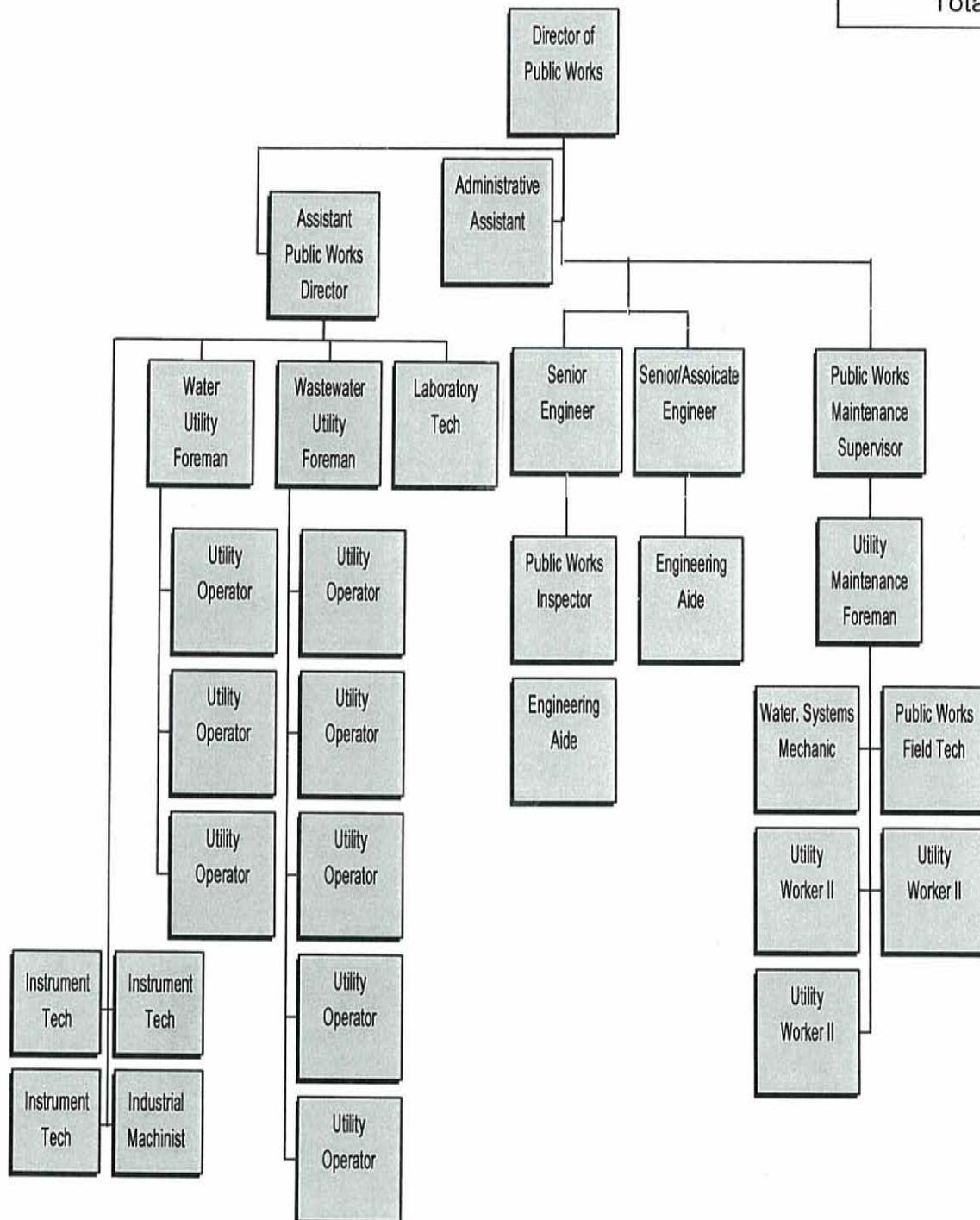
FIRE

EXPENSE	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
Wages and Fringe Benefits	\$ 1,679,455	\$ 1,903,550	\$ 1,842,589	\$ 1,780,453
Volunteers	119,000	133,000	133,000	139,650
Overtime	125,469	167,300	168,037	128,500
Contracted Services	81,530	244,080	163,033	205,269
Property Services	9,902	3,000	3,000	3,000
Rentals	326	1,600	1,600	1,500
Service Fees	180,428	228,500	228,500	229,254
Replacement Fees	200,451	110,450	110,450	166,365
Telecommunication Service	11,088	12,900	12,900	10,700
Advertising and Publication	471	300	300	300
Printing and Binding	74	750	750	750
Supplies	66,579	100,874	102,345	40,200
Meetings	1,013	800	800	800
Memberships and Dues	3,919	3,300	3,300	4,850
Training	16,877	19,900	19,900	9,300
Capital Items	24,252	18,200	18,140	5,000
TOTAL EXPENSE	\$ 2,520,834	\$ 2,948,504	\$ 2,808,644	\$ 2,725,891



PUBLIC WORKS

Full Time - 30
Total - 30



PUBLIC WORKS

The Public Works Department is responsible for construction, operation and maintenance of most of the City's infrastructure and public utilities - including design and maintenance of streets, water treatment and distribution, wastewater collection and treatment; storm drainage maintenance; and review of new developments and entitlements.

Engineering Staff

The Engineering staff consists of the Director, an Assistant Director, two registered engineers, one inspector, two engineering aides, and an administrative assistant. Responsibilities include the Capital Improvement Program, solid waste management, reviewing land development projects and support services to other departments. We are also responsible for: (1) maintaining and updating the City's standard specifications and details; (2) construction management and inspections; (3) issuance and administration of permits, licenses and agreements; (4) flood plain administration; (5) GIS's management and aerial photography; and (6) traffic engineering; surveying and customer service related to public utilities, property development, and public right-of-way issues.

Operation and Maintenance Staff

The Operations and Maintenance (O&M) Division consists of 22 full-time employees. The three primary sections within the O&M Division are Street and Utility Maintenance, Water Operations, and Wastewater Operations and are responsible for operation and maintenance of the majority of the City's utility and street infrastructures. The Maintenance Supervisor and Foreman provide oversight for these divisions. The Lab Analyst and Instrument Technician positions are shared with both the Wastewater and Water divisions.

The Maintenance Section has seven full-time employees who maintain streets, traffic signals, signing and striping, public utilities (storm drain, sanitary sewers, and water distribution). Maintenance focuses on proactive management through sewer system cleaning, water system flushing, abatement of sidewalk hazards and water system repairs. On average 125 broken water services are replaced each year. The implementation of replacing failed water services by "pulling" water service replacements has proven to increase production and efficiencies.

The Water Section has four employees responsible for water production, treatment, storage and delivery. This group works seven days a week operating and maintaining the new Gauntlett/Fitch Treatment Facility, fifteen production wells, chemical treatment systems, seven storage reservoirs, the Supervisory Control and Data Acquisition (SCADA) computer monitoring system and the cross connection program.

The Wastewater Section, comprised of six employees, is responsible for O&M of the new wastewater treatment plant and the future reclamation system, water sampling and analysis, inspection of restaurants for compliance with our Fats, Oils & Grease program and public education. Along with the Maintenance Section, this section operates and maintains the sewer collection system and ten lift stations.

PUBLIC WORKS

MAJOR DEPARTMENTAL TASKS COMPLETED FISCAL YEAR 2008-2009

- ☑ Completed construction of the \$32 million new wastewater treatment plant
- ☑ Adopted a new mandatory water conservation ordinance
- ☑ Completed new liner installation at the Iverson Reservoir
- ☑ Revised the Cross-Connection Ordinance providing greater protection to the public water system
- ☑ Implemented “pulling” replacement water service laterals increasing productivity and reducing costs
- ☑ Implemented a new (connection fee) incentive program to attract new restaurants and hotels
- ☑ Hired a consultant and began detailed design of the recycled water distribution system
- ☑ Submitted \$6.5 million application to Department of Public Health for water system improvements
- ☑ Completed the Matheson Street and Healdsburg Avenue rehabilitation project
- ☑ Completed both Grove Street CDBG Sidewalk projects (between Chiquita Road and Action Rents)
- ☑ Processed 190 building permits, 36 Planning Commission items, 2 tentative maps, 6 subdivision maps, 2 sets of subdivision improvement plans, 2 agreements and 84 encroachment permits
- ☑ Submitted application to FEMA for flood plain revision thereby reducing flood insurance premiums
- ☑ Secured stimulus funding for improvements on 7 street segments
- ☑ Performed significant channel clearing on major drainages in the City
- ☑ Completed design plans for Segment 3 of the Foss Creek Pathway and successfully negotiated with NCRA to obtain clearance to construct Segment 5 concurrent with the Eden Housing development
- ☑ Received a \$896,000 Safe Routes to School Grant for Grant Street (railroad west to Grove Street)
- ☑ Received a \$86,500 grant to install crosswalk lighting at Mitchell and Plaza on Healdsburg Avenue
- ☑ Received a \$12,450 grant to install bike lane striping and signage on various streets
- ☑ Implemented policies and procedures to comply with the new Phase II Stormwater NPDES permit
- ☑ Completed negotiations on all entitlement documents for Saggio Hills
- ☑ Major update of our Standard Specifications & Details, including approved materials section
- ☑ Executed new janitorial services contract
- ☑ Installed new water main valves and increased pipe-carrying capacity thereby improving water distribution efficiency in the central business district
- ☑ Expanded wireless traffic signal transmitter system at 2 high-volume intersections
- ☑ Implemented application of real-time weather data through SCADA system for flood warnings

PUBLIC WORKS

MAJOR DEPARTMENTAL GOALS FOR FISCAL YEAR 2009-2010

- ◆ Work with State Transportation and Federal Highway officials to contract for preparation of an EIR and public outreach for the Healdsburg Avenue-Russian River Bridge
- ◆ Record master final map and approve public improvement plans for the Saggio Hills Development
- ◆ Complete construction of segments 3, 4 and 5 of the Foss Creek Pathway (Front to West Grant) and complete design of segment 6 (West Grant to Skate Park)
- ◆ Complete the \$1.1M West Grant Street Safe Routes to School project
- ◆ Complete the Recycled Water System design and secure funds to construct \$13 million worth of improvements and develop an on-going public education program
- ◆ Complete \$500,000 pavement rehabilitation project (asphalt rubber chip seal) using stimulus funds
- ◆ Install upgraded water meters that identify leaks within private water lines
- ◆ Finalize and adopt the mandatory Sanitary Sewer Management Plan

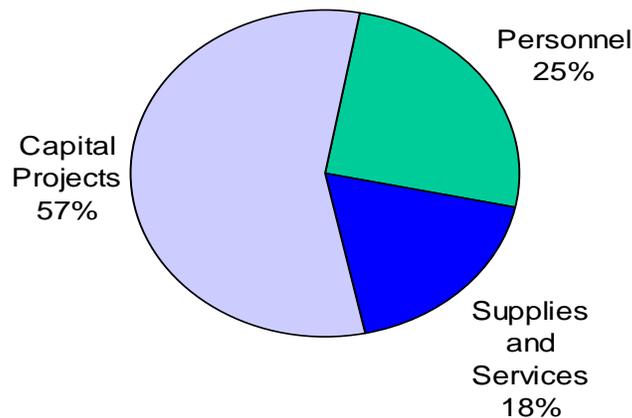
FUTURE OBJECTIVES

Over the next several years, major effort will be concentrated on the following projects:

- Pursue opportunities to fund and construct CIP projects
- Continue to pursue construction of additional segments of the Foss Creek Pathway
- Explore options and opportunities to expand urban and agricultural use of the City's reclaimed water

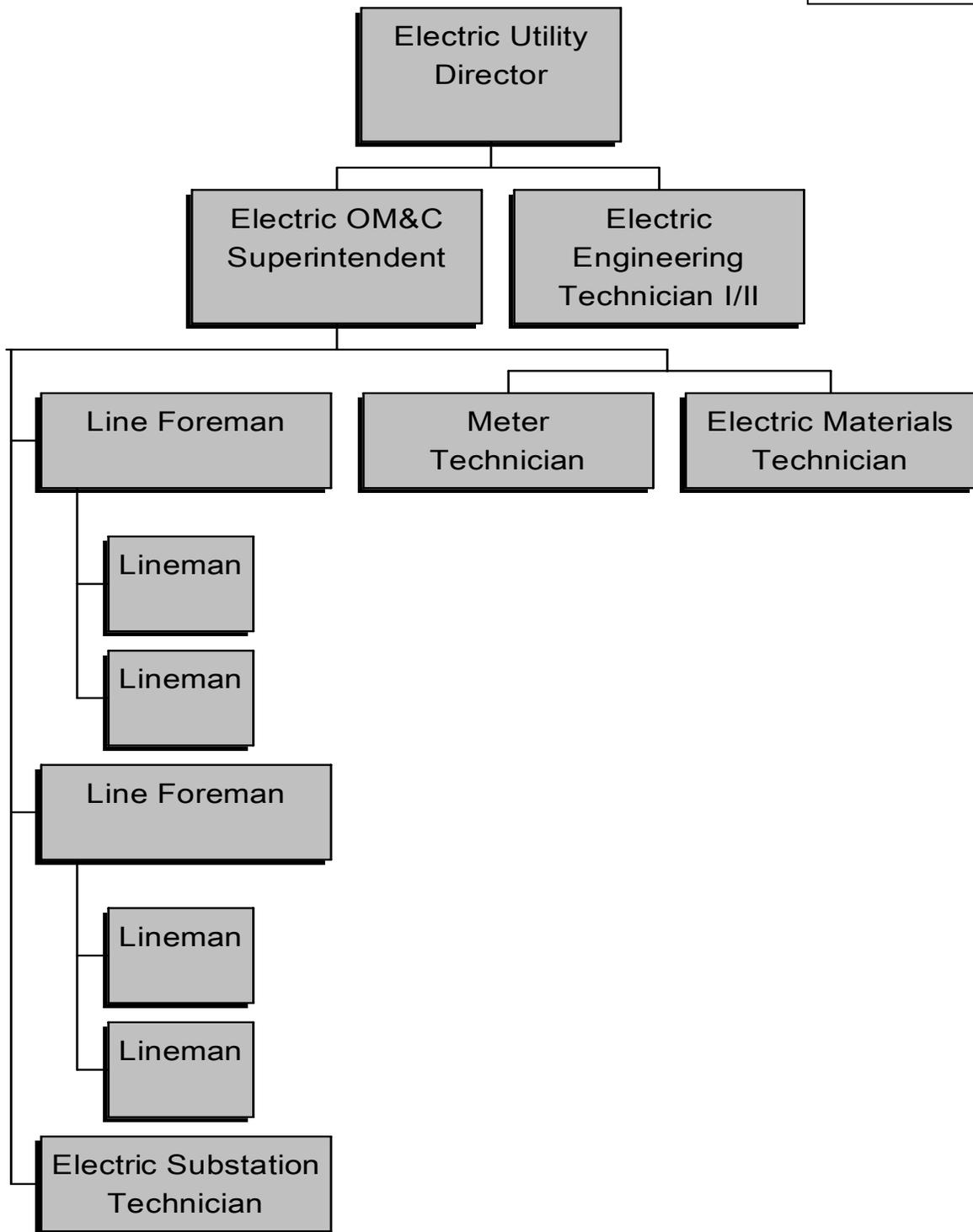
PUBLIC WORKS

EXPENSE	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
Wages and Fringe Benefits	\$ 3,078,646	\$ 3,334,350	\$ 2,913,951	\$ 4,051,713
Overtime and Standby	199,723	171,783	184,935	175,000
Contracted Services	470,610	434,550	447,966	363,400
Government Fees	39,279	41,500	42,750	58,500
Employment Services	1,248	1,250	-	-
Property Services	380,149	630,000	504,000	645,000
Rentals	14,304	15,800	10,500	17,000
Construction Services	-	35,000	35,000	35,000
Service Fees	584,290	687,350	687,350	623,191
Replacement Fees	405,096	266,890	266,890	208,682
Use Fees	374,996	375,300	375,300	375,000
Trench Cut Fees	25,000	25,000	25,000	25,000
Loan Repayment - General Fund	55,064	55,060	55,060	55,060
Telecommunication Service	44,331	49,610	37,831	41,175
Advertising and Publication	4,716	5,600	2,600	4,250
Printing and Binding	2,858	1,500	1,370	2,700
Travel Expense	-	250	-	250
Supplies	431,202	441,550	537,855	504,600
Meetings	2,436	2,625	1,076	1,775
Membership and Dues	37,362	42,525	32,864	28,625
Training	7,660	17,750	11,535	12,300
Capital Items	15,408	18,000	13,930	33,000
Short/Over	519	-	100	-
TOTAL OPERATING EXPENSE	\$ 6,174,897	\$ 6,653,243	\$ 6,187,863	\$ 7,261,221
Capital Projects				9,332,940
TOTAL EXPENSE				\$ 16,594,161



ELECTRIC UTILITY

Full Time - 12
Total - 12



ELECTRIC UTILITY

The City's Electric Utility Department oversees the procurement of wholesale electric power; maintains and operates the City's electrical distribution system; plans, engineers, and constructs system capital replacement and capacity expansion projects; plans, engineers, and constructs electric and street light facilities for new residential and commercial development; and maintains and operates the City's street lighting system. Excluding power procurement, the Electric Utility Department's Operational Budget is structured around the basic day-to-day business functions of operating an electric utility. Present focus is on energy efficiency, continual investment in reliable and economically feasible renewable energy resources, system replacements, and capacity expansion, which is augmented through the Department's Capital Improvement Program Budget. The City's electric utility finds itself solvent, reliable, and focused on the current and future service needs of Healdsburg's residents and customers.

Power Procurement

The Electric Utility Department is responsible for procuring the City's power, which represents approximately 70% of the Department's Operating Budget. This includes management of the City's share of debt, generation assets and power resources as part of the Northern California Power Agency (NCPA), a Federal Central Valley Project allocation through the Western Area Power Administration (Western), the City's share of the California/Oregon Transmission Project (COTP) and other various long and short-term power contracts. Approximately 80% of the City's electric generation assets are from renewable resources.

Distribution System

The Electric Utility Department is responsible for the operation, maintenance and construction associated with the distribution of electricity from the City's interconnection with the transmission system of the Pacific Gas and Electric Company (PG&E) at Badger Electric Substation, located on Heron Drive, to electrical distribution facilities located within the city limits of Healdsburg. The Electric Utility Department's construction, inspection and preventive maintenance criteria are designed to follow the standards set forth by the California Public Utilities Commission (CPUC) General Orders 95 Rules for Overhead Electric Line Construction, 128 Rules for Construction of Underground Supply and Communications Systems, and 165 Inspection Cycles for Electric Distribution Facilities. In addition, the City's Electric Utility is required to meet all of the North American Electric Reliability Corporation (NERC) standards as a Load Serving Entity (LSE) and an Electric Service Provider (ESP).

ELECTRIC UTILITY

MAJOR DEPARTMENTAL TASKS COMPLETED FOR FISCAL YEAR 2008-09

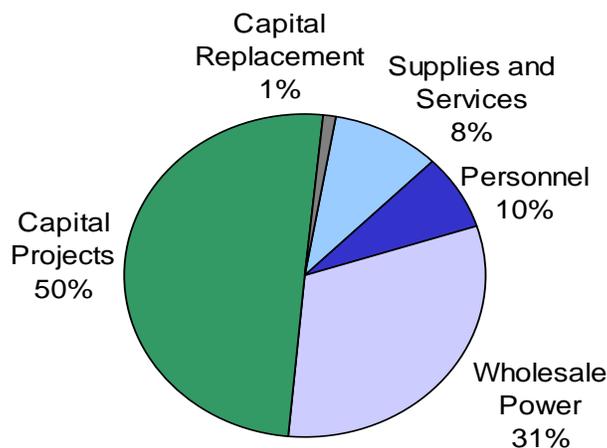
- ☑ Completed engineering design work for Badger Substation Phase II Project
- ☑ Received Third Transformer for Badger Substation Phase II Project
- ☑ Signed agreement with PG&E for second interconnection at Badger Substation
- ☑ Initiated construction of 12kV under build for N. Area Express Feeder w/ PG&E
- ☑ Approved restructured adjustment for electric utility rates
- ☑ Approved the following NCPA agreements:
 - Amended and Restated Pooling Agreement
 - Replacement Electric Service Resource Adequacy Program
 - Lodi Energy Center Phase 2 Agreement Amendment No. 1
 - Amended and Restated Metered Subsystem Aggregator Agreement
- ☑ Achieved compliance with all NERC requirements as LSE and DSP
- ☑ Participated in various NCPA Green Power Projects
- ☑ Participated in regional programs for energy efficiency and renewable resources
- ☑ Met AB2021 energy saving and peak reduction goals using Public Benefit Programs
- ☑ Submitted first SB 1 Solar Energy Program Status Report to the CEC

MAJOR DEPARTMENTAL GOALS FOR FISCAL YEAR 2009-10

- ◆ Complete bond measure for Badger Substation Upgrade Project, North Area Express Feeder, Electric CIP Improvements, and new electric power resources
- ◆ Complete annual review of electric utility rates
- ◆ Complete construction of North Area Express Feeder
- ◆ Complete upgrade of main feed to Healdsburg downtown area
- ◆ Initiate construction contract for Badger Substation Phase II Project
- ◆ Order balance of materials for Badger Substation Phase II Project
- ◆ Implement mitigation efforts designed to address General Orders 165 inspection and maintenance criteria
- ◆ Initiate geotechnical improvements to the Badger Substation site
- ◆ Approval of NCPA Third Phase Agreement for Lodi Energy Center
- ◆ Update Electric Utility Ordinance

ELECTRIC UTILITY

EXPENSE	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
Wages and Fringe Benefits	\$ 1,710,676	\$ 1,718,906	\$ 1,620,561	\$ 1,897,072
Overtime and Standby	91,130	70,575	69,863	69,200
Contracted Services	178,785	356,000	194,359	207,550
Government Fees	-	-	1,200	-
Property Services	42,958	49,100	49,765	40,300
Public Benefit Services	149,638	246,000	205,000	283,400
Rentals	2,571	1,100	3,500	2,000
Service Fees	239,208	276,150	276,150	282,502
Replacement Fees	239,196	231,800	231,800	148,150
Use Fees	150,004	150,000	150,000	150,000
Trench Cut Fees	5,000	5,000	5,000	5,000
Loan Repayment - General Fund	9,266	9,300	9,300	9,300
Overhead Railroad Lease	4,931	5,000	5,000	5,000
Telecommunication Service	13,751	10,000	11,082	12,730
Advertising and Publication	2,601	5,100	2,077	4,000
Printing and Binding	464	1,000	570	-
Supplies	281,616	124,050	172,387	134,000
NCPA Power Costs	5,874,492	7,705,654	6,845,345	6,388,777
Meetings	9,488	14,000	18,065	12,500
Memberships and Dues	4,006	9,000	8,340	9,590
Training	20,088	25,000	4,254	35,150
Capital Items	-	2,000	1,690	201,000
Short/Over	1,102	-	-	-
G & A Allocation	4,893	-	28,752	-
TOTAL OPERATING EXPENSE	\$ 9,035,864	\$ 11,014,735	\$ 9,914,060	\$ 9,897,221
Capital Projects				10,302,541
Capital Replacement				216,500
TOTAL EXPENSE				\$ 20,416,262

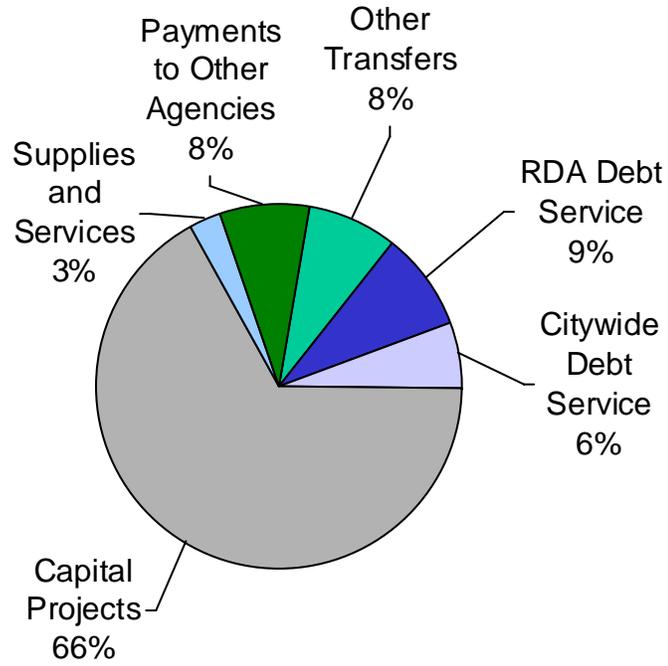


NON DEPARTMENTAL

EXPENSE	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE to CLOSE	2009-10 ADOPTED BUDGET
Transfer to RDA Debt Fund	\$ 3,078,955	\$ 3,331,469	\$ 3,338,974	\$ 3,040,864
RDA Debt Service Principal	1,465,000	1,505,000	1,505,000	1,585,000
RDA Debt Service Interest and Fees	2,354,329	2,296,760	2,296,704	2,217,542
Water Debt Service Principal	-	480,000	-	490,000
Water Debt Service Interest and Fees	596,407	579,885	585,448	564,156
Wastewater Debt Service Principal	-	100,000	-	100,000
Wastewater Debt Service Interest and Fees	1,354,035	1,808,680	1,349,111	1,346,161
Transfer to General Capital Replacement Fund	-	500,000	500,000	-
Transfer to General Fund	-	-	2,100	23,000
Transfer to Public Safety Fund	-	75,481	75,481	-
Transfer to Media Center Fund	-	30,000	30,000	-
Transfer to Electric Capital Replacement Fund	-	-	-	216,500
Transfer to Streets Fund	-	-	-	25,000
Transfer to Airport Fund	29,000	16,300	15,895	-
Transfer to Meeting Center Fund	65,000	106,324	82,732	34,138
Transfer to Community Services Fund	-	5,000	5,000	5,000
Transfer to School Services Fund	52,871	40,500	19,058	10,665
Transfer to After School Program Fund	-	3,100	2,531	-
Transfer to Community Benefit Trust Fund	50,000	50,000	50,000	50,000
Transfer to Commercial and Industrial Fund	-	812,943	812,943	-
Transfer to Low and Mod Income Housing Fund	-	549,980	549,980	-
Transfer to Vehicle Service Fund	-	26,808	26,808	14,015
Transfer to Capital Projects	17,633,364	18,630,978	18,604,371	23,672,333
RDA County Pass Through to State	2,617,771	2,784,727	2,784,727	2,923,964
ERAF Shift Payment to State	-	566,100	-	566,100
Tax Collection Fees	145,813	196,967	159,740	186,200
Contracted Services	206,676	172,114	186,786	244,350
Park Development Fees	-	241,441	241,441	-
Property Services	-	300,000	348,784	300,000
Support to Outside Organizations	150,278	364,000	364,000	262,000
Depreciation Expense	452,936	422,960	394,208	-
Bond Amortization and Other Costs	66,595	18,500	18,500	18,500
Loan Program	-	3,475,000	3,529,941	75,000
Advertising and Publication	-	-	-	70,000
Rentals	2,361	20,000	292	-
Supplies	319	-	-	-
Miscellaneous Expense	801	15,000	15,295	-
TOTAL OPERATING EXPENSE	\$ 30,322,511	\$ 39,526,017	\$ 37,895,850	\$ 38,040,488
Capital Projects				5,091,338
TOTAL EXPENSE				\$ 43,131,826

NON DEPARTMENTAL

2009-10 Adopted Budget \$43,131,826

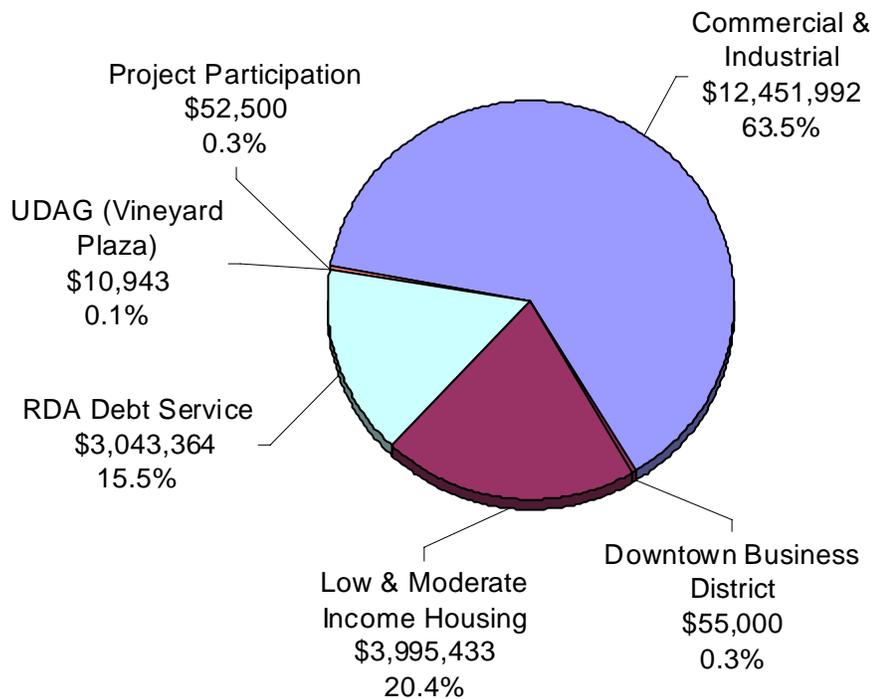


REDEVELOPMENT AGENCY WORK PROGRAM AND BUDGET SUMMARY

The Redevelopment Agency (Agency) 2009-10 Work Plan and Adopted Budget is outlined in the following section of this document. The 2009-10 budget for the Agency is \$19,609,232. The work program is consistent with the Five-Year Implementation Plan that was adopted in November 2004.

The budget consists of funding for the Low and Moderate Income Housing Fund, Commercial and Industrial Fund, Debt Service Fund, Urban Development Action Grant Fund (UDAG), Project Participation Fund and Downtown Business District Fund. The graph below shows how the budget is allocated amongst the funds.

2009-10 Budget \$19,609,232



COMMERCIAL AND INDUSTRIAL FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Increment	\$ 6,887,935	\$ 7,123,176	\$ 7,163,238	\$ 7,301,255
Interest Income	621,607	51,000	220,606	185,000
Use of Bond Proceeds	-	774,843	812,943	-
Transfer in from Capital Projects	1,378,974	2,633,960	3,609,982	-
Total Revenue	<u>\$ 8,888,516</u>	<u>\$ 10,582,979</u>	<u>\$ 11,806,769</u>	<u>\$ 7,486,255</u>
<u>EXPENDITURE BY DEPARTMENT</u>				
City Council	\$ 14,639	\$ 15,630	\$ 13,418	\$ 17,741
Legal	29,325	22,300	15,841	22,300
Administration	380,081	552,437	485,520	456,560
Finance	154,925	146,549	122,839	145,305
Community Services	349,886	476,114	376,322	374,524
Planning and Building	263,078	224,055	197,516	273,619
Fire	6,847	154,798	73,525	123,926
Non Departmental	355,726	954,787	949,709	981,800
Debt Service/Intergovernmental	4,864,761	5,861,871	5,295,771	5,710,368
Capital Projects	4,888,439	7,587,735	7,731,362	4,345,849
Total Expenditure	<u>\$ 11,307,707</u>	<u>\$ 15,996,276</u>	<u>\$ 15,261,823</u>	<u>\$ 12,451,992</u>
Change in Fund Balance	(2,419,191)	(5,413,297)	(3,455,054)	(4,965,737)
Estimated Beginning Fund Balance	17,526,097	15,106,906	15,106,906	11,651,852
Estimated Ending Fund Balance	<u>\$ 15,106,906</u>	<u>\$ 9,693,609</u>	<u>\$ 11,651,852</u>	<u>\$ 6,686,115</u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Community and Economic Development	<u>\$ 15,106,906</u>	<u>\$ 11,651,852</u>	<u>\$ 6,686,115</u>	
Estimated Fund Balance	<u>\$ 15,106,906</u>	<u>\$ 11,651,852</u>	<u>\$ 6,686,115</u>	

LOW AND MODERATE INCOME HOUSING FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Increment	\$ 1,721,984	\$ 1,760,200	\$ 1,790,810	\$ 1,825,314
Interest Income	350,059	45,000	114,592	55,000
Miscellaneous Revenue	-	-	2,100	-
Transfer in from Capital Projects	298,475	-	4,226,000	-
Total Revenue	<u>\$ 2,370,518</u>	<u>\$ 1,805,200</u>	<u>\$ 6,133,502</u>	<u>\$ 1,880,314</u>
<u>EXPENSE BY DEPARTMENT</u>				
Legal	\$ 13,756	\$ 75,000	\$ 62,000	\$ 45,000
Administration	33,580	160,067	136,490	167,942
Finance	61,002	54,057	30,416	54,065
Community Services	73,565	101,598	93,734	84,867
Planning and Building	314,263	248,257	269,364	254,916
Debt Service	831,965	820,425	827,930	820,560
Non Departmental	22,363	49,610	49,610	47,900
Loan Programs	-	3,400,000	3,400,000	-
Capital Projects	1,632,816	5,209,580	4,658,812	2,520,183
Total Expense	<u>\$ 2,983,310</u>	<u>\$ 10,118,594</u>	<u>\$ 9,528,356</u>	<u>\$ 3,995,433</u>
Change in Fund Balance	(612,792)	(8,313,394)	(3,394,854)	(2,115,119)
Estimated Beginning Fund Balance	<u>9,485,283</u>	<u>8,872,491</u>	<u>8,872,491</u>	<u>5,477,637</u>
Estimated Ending Fund Balance	<u>\$ 8,872,491</u>	<u>\$ 559,097</u>	<u>\$ 5,477,637</u>	<u>\$ 3,362,518</u>
<u>EXPLANATION OF RESERVES</u>				
		2007-08	2008-09	2009-10
Low and Moderate Income Housing		<u>\$ 8,872,491</u>	<u>\$ 5,477,637</u>	<u>\$ 3,362,518</u>
Estimated Fund Balance		<u>\$ 8,872,491</u>	<u>\$ 5,477,637</u>	<u>\$ 3,362,518</u>

REDEVELOPMENT DEBT SERVICE FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Transfers In From:				
Commercial/Industrial Fund	\$ 2,246,990	\$ 2,229,950	\$ 2,511,044	\$ 2,220,304
Low/Mod Housing Fund	831,965	820,415	827,930	820,560
Interest Income	29,295	50,000	13,480	10,000
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Revenue	<u>\$ 3,108,250</u>	<u>\$ 3,100,365</u>	<u>\$ 3,352,454</u>	<u>\$ 3,050,864</u>
<u>EXPENDITURE</u>				
1995 TAB	\$ 253,655	\$ 258,638	\$ 258,638	\$ 254,624
2002 TAB A	921,159	914,741	914,741	914,417
2002 TAB B/USDA	120,988	123,593	123,593	117,604
2002 TAB C	365,528	365,138	365,138	361,574
2003 TAB A	948,680	951,001	951,001	935,328
2003 TAB B	466,438	464,297	464,297	459,818
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total Expenditure	<u>\$ 3,076,446</u>	<u>\$ 3,077,406</u>	<u>\$ 3,077,406</u>	<u>\$ 3,043,364</u>
Change in Fund Balance	31,804	22,959	275,048	7,500
Estimated Beginning Fund Balance	<u>3,366,975</u>	<u>3,398,779</u>	<u>3,398,779</u>	<u>3,673,827</u>
Estimated Ending Fund Balance	<u><u>\$ 3,398,779</u></u>	<u><u>\$ 3,421,738</u></u>	<u><u>\$ 3,673,827</u></u>	<u><u>\$ 3,681,327</u></u>
<u>EXPLANATION OF RESERVES</u>				
		2007-08	2008-09	2009-10
Debt Service		<u>\$ 3,398,779</u>	<u>\$ 3,673,827</u>	<u>\$ 3,681,327</u>
Estimated Fund Balance		<u><u>\$ 3,398,779</u></u>	<u><u>\$ 3,673,827</u></u>	<u><u>\$ 3,681,327</u></u>

URBAN DEVELOPMENT ACTION GRANT (UDAG) FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Developer Loan Interest Payments	\$ 372,043	\$ 20,000	\$ 24,612	\$ 20,000
Miscellaneous Revenue	6,669	-	15,458	-
Interest Income	181,111	120,000	120,000	80,000
Total Revenue	<u>\$ 559,823</u>	<u>\$ 140,000</u>	<u>\$ 160,070</u>	<u>\$ 100,000</u>
<u>EXPENDITURE BY DEPARTMENT</u>				
Finance	\$ 3,823	\$ 5,583	\$ 3,382	\$ 2,743
Non Departmental	7,402	12,000	12,000	8,200
Total Expenditure	<u>\$ 11,225</u>	<u>\$ 17,583</u>	<u>\$ 15,382</u>	<u>\$ 10,943</u>
Change in Fund Balance	548,598	122,417	144,688	89,057
Estimated Beginning Fund Balance	<u>4,460,001</u>	<u>5,008,599</u>	<u>5,008,599</u>	<u>5,153,287</u>
Estimated Ending Fund Balance	<u><u>\$ 5,008,599</u></u>	<u><u>\$ 5,131,016</u></u>	<u><u>\$ 5,153,287</u></u>	<u><u>\$ 5,242,344</u></u>
<u>EXPLANATION OF RESERVES</u>				
		2007-08	2008-09	2009-10
Unrestricted		<u>\$ 5,008,599</u>	<u>\$ 5,153,287</u>	<u>\$ 5,242,344</u>
Estimated Fund Balance		<u><u>\$ 5,008,599</u></u>	<u><u>\$ 5,153,287</u></u>	<u><u>\$ 5,242,344</u></u>

PROJECT PARTICIPATION FUND

	2007-08 ACTUAL	2008-09 ADJUSTED BUDGET	2008-09 ESTIMATE TO CLOSE	2009-10 ADOPTED BUDGET
<u>REVENUE</u>				
Rental Income	\$ 426,515	\$ 419,340	\$ 365,012	\$ 340,000
Interest Income	51,227	38,000	38,000	30,000
Total Revenue	<u>\$ 477,742</u>	<u>\$ 457,340</u>	<u>\$ 403,012</u>	<u>\$ 370,000</u>
<u>EXPENSE BY DEPARTMENT</u>				
Non Departmental	<u>\$ 52,094</u>	<u>\$ 53,700</u>	<u>\$ 53,700</u>	<u>\$ 52,500</u>
Total Expense	<u>\$ 52,094</u>	<u>\$ 53,700</u>	<u>\$ 53,700</u>	<u>\$ 52,500</u>
Change in Fund Balance	425,648	403,640	349,312	317,500
Estimated Beginning Fund Balance	<u>987,560</u>	<u>1,413,208</u>	<u>1,413,208</u>	<u>1,762,520</u>
Estimated Ending Fund Balance	<u><u>\$ 1,413,208</u></u>	<u><u>\$ 1,816,848</u></u>	<u><u>\$ 1,762,520</u></u>	<u><u>\$ 2,080,020</u></u>
<u>EXPLANATION OF RESERVES</u>				
		2007-08	2008-09	2009-10
Unrestricted		<u>\$ 1,413,208</u>	<u>\$ 1,762,520</u>	<u>\$ 2,080,020</u>
Estimated Fund Balance		<u><u>\$ 1,413,208</u></u>	<u><u>\$ 1,762,520</u></u>	<u><u>\$ 2,080,020</u></u>

DOWNTOWN BUSINESS DISTRICT FUND

	<u>2007-08 ACTUAL</u>	<u>2008-09 ADJUSTED BUDGET</u>	<u>2008-09 ESTIMATE TO CLOSE</u>	<u>2009-10 ADOPTED BUDGET</u>
<u>ADDITIONS</u>				
Contributions	\$ 47,800	\$ 59,000	\$ 59,000	\$ 59,000
Business Assessments	37,773	34,000	33,297	34,000
Sponsorships	-	-	7,700	-
Total Additions	<u>\$ 85,573</u>	<u>\$ 93,000</u>	<u>\$ 99,997</u>	<u>\$ 93,000</u>
<u>DEDUCTIONS</u>				
Concert Series	\$ 24,309	\$ 20,000	\$ 20,000	\$ 25,000
Marketing and Promotion	66,569	64,000	33,431	30,000
Administration	10,352	11,907	10,527	-
Total Deductions	<u>\$ 101,230</u>	<u>\$ 95,907</u>	<u>\$ 63,958</u>	<u>\$ 55,000</u>
Change in Net Assets	(15,657)	(2,907)	36,039	38,000
Estimated Beginning Net Assets	<u>16,373</u>	<u>716</u>	<u>716</u>	<u>36,755</u>
Estimated Ending Net Assets	<u>\$ 716</u>	<u>\$ (2,191)</u>	<u>\$ 36,755</u>	<u>\$ 74,755</u>
<u>EXPLANATION OF RESERVES</u>				
	2007-08	2008-09	2009-10	
Held in Trust	<u>\$ 716</u>	<u>\$ 36,755</u>	<u>\$ 74,755</u>	
Estimated Net Assets	<u>\$ 716</u>	<u>\$ 36,755</u>	<u>\$ 74,755</u>	

GLOSSARY OF FINANCIAL AND BUDGET TERMS

Adopted Budget

Appropriations adopted by the City Council.

Adoption

Formal action by the City Council, which sets the spending path for the fiscal year.

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.

Area A

A portion of the City encompassing approximately 236 acres in the northern portion most of which has been annexed.

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, the County for the secured and unsecured property tax rolls establishes assessed value; 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 year 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.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

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.

Balance Sheet

A statement presenting the financial position of an entity by disclosing its assets, liabilities and fund equities as of a specific date.

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 Healdsburg 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 to transfer appropriations from one line item to another within a departmental/activity budget.

Budget Calendar

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

Budget Policies

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

Capital Improvement Plan (CIP)

A five-year plan providing for maintaining or replacing existing public facilities and assets and for building or acquiring new ones.

Capital Projects Fund

A fund created to account for the capital improvement projects planned by the City of Healdsburg. Capital Project Funds include: Traffic Mitigation, Park Development and Drainage Mitigation Funds.

CEQA

California Environmental Quality Act – A state law mandating environmental review of most public and private projects.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

CUPA

Certified Unified Program Agency – A state designation of a local agency certified to provide certain hazardous material management programs and enforce State laws with respect to same.

Certificates of Participation

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

Contingency

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

Contract/Professional Services

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

Debt Financing

Borrowing funds as needed and pledging future revenues to make current expenditures. The City of Healdsburg uses debt financing 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, lease/purchase agreements, lease-revenue bonds, tax allocation 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.

Debt Service Fund

This fund type is used to account for the payment and accumulation of resources related to general long-term debt principal and interest. (See Fund)

Deficit

Either the excess of 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 FINANCIAL AND BUDGET TERMS

Depreciation

Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

DBD

Downtown Business District – A special district and subordinate City agency created under State’s Downtown Parking and Improvement Law which provides shopping center type promotional programs on behalf of downtown business.

EIR

Environmental Impact Report – A report pursuant to CEQA analyzing the environmental impacts of a project.

Encumbrances

Obligations in the form of purchase orders or contract commitments, which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is recorded.

Enterprise Funds

The fund type is used to account for operations that are financed and operated in a manner similar to private sector enterprises and it is the intent of the City that the costs of providing goods or services to the general public be financed or recovered primarily through user charges. The City accounts for the Water Reclamation and Water operations as Enterprise Funds. (See Fund.)

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.

Fiscal Year

The beginning and ending period for recording financial transactions. The City has specified July 1 to June 30 as its fiscal year.

Fixed Assets

Assets of long-term nature such as land, buildings, machinery, furniture and other equipment, with an expected life in excess of three years and an acquisition cost in excess of \$1,500.

Fringe Benefits

These include employee retirement, social security, health, dental, life insurance, workers’ compensation, uniforms, and deferred compensation plans.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

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, Internal Service, and Trust & Agency Funds.

Fund Balance

Also known as financial position, fund balance for 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 fund balance. (See Working Capital)

GAAP

Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

General Fund

The primary operating fund of the City, all revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund. With the exception of subvention or grant revenues restricted for specific uses, General Fund resources can be utilized for any legitimate governmental purpose. (See Fund)

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.

Interfund Transfers

The movement of monies between funds of the same governmental entity.

Intergovernmental Grant

A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from State and Federal governments. Grants are usually made for specified purposes.

Internal Service Fund

A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

Investment Revenue

Revenue received as interest from the investment of funds not immediately required to meet cash disbursement obligations.

MOU

Memorandum of Understanding – A labor contract pursuant to state law, the Meyers, Millias and Brown Act, between the City and a labor union or organized group of employees under which all conditions of employment are negotiated.

NCPA

Northern California Power Agency – A joint action agency providing collective electric power generation, transmission, purchasing and dispatch services to its members, including the City of Healdsburg.

Object of Expenditure

An expenditure classification, referred to the lowest and most detailed level of classification, such as utilities, office supplies and contract services.

Operating Budget

The portion of the budget that pertains to daily operations providing basic governmental services.

Other Financing Sources

Governmental fund general long-term debt proceeds, amounts equal to the present value of minimum lease payments arising from capital leases, proceeds from the sale of general fixed assets, and operating transfers in.

Other Financing Uses

Governmental fund operating transfers out and the amount of refunding bond proceeds deposited with the escrow agent.

PERS

Public Employees Retirement System – An independent state agency that administers retirement benefits for state and contracted local agency employees.

Program

An activity, or division, within a department that furthers the objectives of the City Council, by providing services or a product.

Proposed Budget

Appropriations requested after review by the City Manager.

Rating

The credit worthiness of a City as evaluated by independent agencies.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

RDA

Redevelopment Agency – A separate local agency providing housing and economic development funding and programs within portions of the City known as the project area. The City Council serves as the Board of Directors of the RDA; the City Manager as its Executive Director.

REMIF

Redwood Empire Municipal Insurance Fund – A joint action agency providing pooling insurance, purchasing and self-insurance to its member cities, including Healdsburg.

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.

Revenue Bonds

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

Revenues

Increases in the net current assets of a governmental fund type from other than expenditure refunds, debt issue proceeds and inter-fund transfers.

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.

Retained Earnings

The proprietary fund equivalent of accumulated equity. Working capital (current assets less current liabilities) can be used to finance budgetary expenditures for proprietary funds (Internal Service and Enterprise Funds).

Risk Management

All the ways and means used to avoid accidental loss or to reduce its consequences if it does occur.

Special Assessment

A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

Special Assessment Bonds

Bonds payable from the proceeds of special assessments. If the bonds are payable only from the collections of special assessments, they are known as special assessment bonds. If, in addition to the assessments, the full faith and credit of the government are pledged, they are known as general obligation special assessment bonds.

Special Revenue Funds

This fund type is used to account for the proceeds from specific revenue sources (other than trusts or capital funds) that are legally restricted to expenditures for specific purposes.

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 of Healdsburg from the State of California include motor vehicle in-lieu and gasoline taxes.

Tax Allocation Bonds

Bonds sold to fund capital projects, whereby tax revenues secure principal and interest payments.

Taxes

Compulsory charges levied by government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits, such as special assessments. Neither does this term include charges for services rendered only to those paying such charges.

Trust and Agency Funds

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.

Triple Flip

In March 2005, the voters passed Proposition 57 authorizing \$15 billion in deficit financing bonds. Prop 57 includes a mechanism called the "Triple Flip", which suspends $\frac{1}{4}$ cent of cities' sales tax revenue and replaces the lost revenue on a dollar-for-dollar basis with a supplemental property tax payment. The State's sales tax revenue is increased by $\frac{1}{4}$ cent to improve its cash flow requirement for repayment of the bond measure. This change took effect on July 1, 2004 and remains in effect until the bonds are repaid.

GLOSSARY OF FINANCIAL AND BUDGET TERMS

Working Capital

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 “fund balance”, a comparable (although not exact) financial position concept in the governmental fund types.

REDEVELOPMENT AGENCY OF THE CITY OF HEALDSBURG

RESOLUTION NO. 13-2009

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
REDEVELOPMENT AGENCY OF THE CITY OF HEALDSBURG
ADOPTING THE BUDGET AND WORK PLAN FOR FISCAL
YEAR 2009-10

WHEREAS, the proposed budget of the Redevelopment Agency of the City of Healdsburg (the "Agency") for Fiscal Year 2009-10 has been reviewed by the Board of Directors; and

WHEREAS, Annual Work Plan has been prepared which identifies the Agency's accomplishments for Fiscal Year 2008-09 and describes the redevelopment activities to be undertaken by the Agency in the Sotoyome Redevelopment Project Area (the "Project Area") for Fiscal Year 2009-10; and

WHEREAS, both the Budget and the Work Plan are consistent with the Healdsburg Redevelopment and Implementation Plans heretofore adopted by the City Council; and

WHEREAS, Section 33445 of the California Health and Safety Code (the "Code") provides, in pertinent part, that an Agency may, with the consent of the City Council, pay all or part of the cost of the installation and construction of any building, facility, structure or other improvement which is publicly owned, either within or without the Project Area, upon a determination by the City Council that (i) such buildings, facilities, structures, or other improvements are of benefit to the Project Area or the immediate neighborhood in which the Project Area is located, (ii) no other reasonable means of financing such buildings, facilities, structures or other improvements are available to the community, and (iii) the payment of funds for the cost of such buildings, facilities, structures, or other improvements will assist in the elimination of one or more blighting conditions inside the project area or provide housing for low-or moderate-income persons; and

WHEREAS, the redevelopment activities to be undertaken by the Agency, as described in the Work Plan, will benefit the Project Area because the improvements will eliminate a blighting condition within the Project Area and improve the overall public health, safety and welfare of the community; and

NOW, THEREFORE, BE IT HEREBY RESOLVED, DETERMINED AND ORDERED BY THE BOARD OF DIRECTORS OF THE CITY OF HEALDSBURG REDEVELOPMENT AGENCY AS FOLLOWS:

Section 1. That the Budget is hereby adopted with appropriations as follows:

<u>Fund</u>	<u>Appropriation FY 2009-10</u>
UDAG	10,943
Project Participation	52,500
Commercial & Industrial	12,451,992
Low & Moderate Income Housing	3,995,433
RDA Debt Service	3,043,364

Section 2. The Executive Director is hereby authorized and directed to take all necessary and proper steps to implement the Budget, including making expenditures in accordance with the Budget, with the exception of those expenditures which require prior approval of the Board of Directors as set forth in the Redevelopment State Law.

The Executive Director shall notify the Board of Directors on a timely basis and prepare a budget adjustment when it appears a budget will be exceeded.

The Executive Director may authorize administrative budget adjustments to transfer appropriations from one line item to another within a departmental/activity budget.

PASSED, APPROVED AND ADOPTED this 23rd day of June 2009, by the following vote:

AYES: Directors: (5) Chambers, McGuire, Plass, Wood and Chairperson Ziedrich

NOES: Directors: (0) None

ABSENT: Directors: (0) None

ABSTAINING: Directors: (0) None

SO ORDERED:

ATTEST:

/S/ ERIC ZIEDRICH
Eric Ziedrich, Chairperson

/S/ MARIA CUIREL
Maria Curiel, Agency Secretary

I, MARIA CUIREL, Agency Secretary of the Redevelopment Agency of the City of Healdsburg, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the Redevelopment Agency of the City of Healdsburg on the 23rd day of June, 2009.



Maria Curiel, Agency Secretary



CITY OF HEALDSBURG

RESOLUTION NO. 100-2009

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
HEALDSBURG ADJUSTING THE APPROPRIATIONS LIMIT
FOR FISCAL YEAR 2009-10

WHEREAS, the voters of the State of California in November 1979 approved Proposition 4, commonly know as the Gann Initiative; and

WHEREAS, the Proposition created Article XIIIIB of the California State Constitution placing limits on the amount of revenue which can be spent by all entities of government; and

WHEREAS, these limits require a municipality to determine an appropriations limit each year in accordance with a formula set forth by state law;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg does hereby adjust the City's provisional limit by the population (1.0091) and CPI (1.0062) factors for fiscal year 2009-10 to determine a limit of \$21,311,017 for fiscal year 2009-10.

DATED: June 23, 2009

VOTE upon the foregoing resolution was as follows:

AYES: Councilmembers: (5) Chambers, McGuire, Plass, Wood and Mayor Ziedrich

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

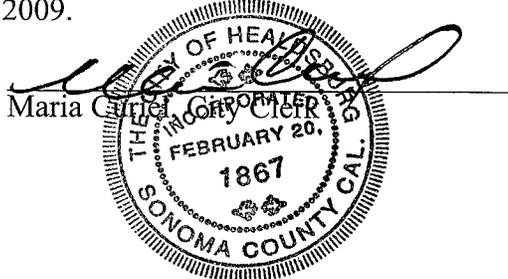
SO ORDERED:

ATTEST:

/S/ ERIC ZIEDRICH
Eric Ziedrich, Mayor

/S/ MARIA CURIEL
Maria Curiel, City Clerk

I, MARIA CURIEL, City Clerk of the City of Healdsburg, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the City Council of the City of Healdsburg on the 23rd day of June, 2009.



CITY OF HEALDSBURG

RESOLUTION NO. 101-2009

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HEALDSBURG ACTING FOR THE CITY OF HEALDSBURG AND ALSO ON BEHALF OF THE REDEVELOPMENT AGENCY ADOPTING A CAPITAL IMPROVEMENT PROGRAM FOR FY 2009-10

WHEREAS, the City of Healdsburg prepared a Capital Improvement Program, designed to serve as both a financial and project planning document for the fiscal year 2009-10; and,

WHEREAS, on June 16, 2009, pursuant to Government Code section 65402, the Planning Commission reviewed the proposed Capital Improvement Program and determined that all of the projects contained in said program are consistent with the City of Healdsburg General Plan as to location, purpose and extent; and,

WHEREAS, City staff reviewed the proposed Capital Improvement Program under the California Environmental Quality Act (CEQA) and determined that adoption of the proposal is not a project for CEQA purposes, therefore no environmental review is required; and,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Healdsburg finds as follows:

1. The Preliminary FY 2009-10 Capital Improvement Program in consistent with the City of Healdsburg General Plan.
2. Adoption of the Capital Improvement Program is not subject to CEQA review.

BE IT FURTHER RESOLVED that the City Council of the City of Healdsburg, also acting on behalf of the Redevelopment Agency, hereby adopts the City of Healdsburg Capital Improvement Program for fiscal year 2009-10.

DATED: June 23, 2009

VOTE upon the foregoing resolution was as follows:

AYES: Councilmembers: (5) Chambers, McGuire, Plass, Wood and Mayor Ziedrich

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

SO ORDERED:

ATTEST:

/S/ ERIC ZIEDRICH
Eric Ziedrich, Mayor

/S/ MARIA CURIEL
Maria Curiel, City Clerk

I, MARIA CURIEL, City Clerk of the City of Healdsburg, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the City Council of the City of Healdsburg on the 23rd day of June, 2009.



Maria Curiel, City Clerk



City of Healdsburg
 Capital Improvement Program FY2009-10
 Capital Budget

Water Projects	2009-10
Cadoul Liner	30,000
Cadoul Roof Replacement	100,000
Chemical Feed - Gauntlett/Fitch Water Treatment Facility	10,000
Panorama Reservoir Flow Meter	20,000
McDonough Heights Pump Station	8,000
Pressure Reducing Valve Installation	46,648
Tayman Pump Station	15,000
Water Meter Rebuild	37,500
Water Service Replacement	200,000
Water Service Replacement RDA Area	244,994
Well Rehab	30,000
Total Appropriations	742,142

Sewer Projects	2009-10
Heron Drive Force Main	240,000
Fines and Penalties	200,000
Lift Station Repairs	80,000
Magnolia Lift Station Generator Rebuild	20,000
Main Replacement	60,000
Manhole Rehabilitation	30,000
Sewer Lateral Replacements	40,000
Sewer Lateral Camera	12,000
UV Disinfection Lamp Replacement	25,000
WWTP NPDES Permit Renewal	75,000
WWTP Punch List	300,000
Recycled Water System Design (Continuing Project)	1,325,000
Total Appopriations	2,407,000

Drainage Projects	2009-10
Foss Creek Flood Plain Impv (current)	20,000
McDonough Heights SD Improvements	350,000
Misc SD Replacement	150,000
Phase II Compliance	125,000
SD @ Foss Creek Pathway at Depot - Front Street	300,000
Total Appropriations	945,000

City of Healdsburg
 Capital Improvement Program FY2009-10
 Capital Budget

Streets Projects	2009-10
101 and Dry Creek	351,038
101 and Mill Street	250,000
ADA Ramps	85,000
Annual Slurry Seal	518,000
At Grade Crossings	193,500
Five Way	475,000
Foss Creek Path Depot - Front Street	300,000
Healdsburg Avenue Bridge	3,150,000
HES In-Pavement Lights	104,800
New Sidewalk Installation	18,000
North and HB Ave Signal Reconstruction	75,000
Signal Relamping	67,500
Signal Sensus Detectors	10,000
Hazardous Sidewalk Replacement within the RDA	100,000
Grant Street Sidewalk Safe Routes to Schools	1,020,960
Total Appropriations	6,718,798

Electric Projects	2009-10
Remote Utility Meter Read Conversion	100,000
Healdsburg Ave. 12 KV URD Capacity Expansion, Mill St. - Matheson	351,743
North Area Express Feeder	1,600,541
Badger Substation Upgrade	14,119,500
Grant Street URD Expansion	140,000
Total Appropriations	16,311,784

Parks Projects	2009-10
Lighting and Landscaping Assessment District (LLAD)	125,000
Zone 1 Landscape and Irrigation Improvements	1,594,174
Giorgi/Rec Park Master Plan	90,000
Neighborhood Revitalization Program	90,000
Total Appropriations	1,809,174

City of Healdsburg
 Capital Improvement Program FY2009-10
 Capital Budget

Airport Projects	2009-10
Airport Improvements	160,000
Hangar Purchases	95,000
Total Appopriations	255,000

City Wide Projects	2009-10
Foss Creek Trail System	999,979
Directional Sign Program	92,473
General Plan Update	561,000
Recodification of City Code	52,000
20 West Grant Street	4,222,481
Victory Studios Transitional Housing	1,016,600
155 Dry Creek Road	300,000
328 East Street	50,000
1201 Grove Street Improvement Costs	40,000
627 Healdsburg Avenue	212,522
General Plan Implementation	420,098
Housing Element Update	105,200
Annexations Processing	20,000
Saggio Hills Affordable Site Development Analysis	104,000
Infill Design Guidelines	11,750
Update to RDA 5 Year Implementation Plan	15,000
Central Healdsburg Avenue Special Study Area	332,000
Railroad Depot Project	711,872
Electric Vehicle Charging Station	50,000
Sotoyome Improvement Project	1,766,333
Cerri Site Development	145,750
Low and Moderate Housing Site Acquisition	700,000
Low and Moderate Income Housing Assistance Program	1,189,133
Water/Sewer Capacity Purchase Program	160,000
Special Study Areas	50,000
Total Appopriations	13,328,191

Public Building Projects	2009-10
Corporation Yard - Grading, Paving and Drainage	349,700
Total Appopriations	349,700

CITY OF HEALDSBURG

RESOLUTION NO. 102-2009

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
HEALDSBURG ADOPTING THE BUDGET FOR FISCAL
YEAR 2009-10

The City Council of the City of Healdsburg does hereby resolve as follows:

1. The Budget for fiscal year 2009-10 is hereby adopted with appropriations as follows:

<u>Fund</u>	<u>Appropriation FY 2009-10</u>
General Fund	7,405,047
Gas Tax Fund	217,000
North Area	100
Benjamin Way Maintenance District	440
Public Safety Grant Fund	37,015
Other Special Revenue Fund	155,000
Lighting and Landscape S.A.D.	155,443
Media Center	60,050
Debt Service Fund	572,639
Special Assessment Debt Svc Fund	190,589
Planning & Building Fund	578,898
Streets Fund	6,023,005
Water Fund	4,832,917
Sewer Fund	5,671,359
Drainage Fund	879,164
Electric Fund	21,100,603
Electric Public Benefit Fund	292,800
Transit Enterprise Fund	232,454
Airport Enterprise Fund	540,872
Meeting Center Enterprise Fund	203,219
Community Services Fund	2,126,142
School Services Enterprise Fund	99,921
After School Program Fund	164,655
Insurance & Benefits Fund	7,752,040
Vehicle Services	626,715
Information Services	896,424
Building Maintenance Fund	1,123,461
General Capital Project Fund	5,951,038
Streets Capital Project Fund	6,593,798
Water Capital Project Fund	742,142
Sewer Capital Project Fund	842,000

<u>Fund</u>	<u>Appropriation FY 2009-10</u>
Drainage Capital Project Fund	945,000
Electric Capital Project Fund	10,302,541
Airport Capital Project Fund	255,000
Community Services Capital Project Fund	90,000
Streets Capacity Fund	575,000
Water Capacity Fund	655,069
Sewer Capacity Fund	466,745
Drainage Capacity Fund	820,000

2. The City Manager is hereby authorized and directed to take all necessary and proper steps to implement this budget, including making expenditures which require prior approval of the City Council as set forth in the Healdsburg City Code and State law.

The City Manager shall notify the City Council on a timely basis and prepare a budget adjustment when it appears a budget will be exceeded.

The City Manager may authorize administrative budget adjustments to transfer appropriations from one line item to another within a fund/departmental budget.

DATED: June 23, 2009

VOTE upon the foregoing resolution was as follows:

AYES: Councilmembers: (5) Chambers, McGuire, Plass, Wood and Mayor Ziedrich

NOES: Councilmembers: (0) None

ABSENT: Councilmembers: (0) None

ABSTAINING: Councilmembers: (0) None

SO ORDERED:

ATTEST:

/S/ ERIC ZIEDRICH
Eric Ziedrich, Mayor

/S/ MARIA CURIEL
Maria Curiel, City Clerk

I, MARIA CURIEL, City Clerk of the City of Healdsburg, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the City Council of the City of Healdsburg on the 23rd day of June, 2009.



Maria Curiel, City Clerk

