

City of Eureka



2014-2015 Adopted Budget

FY 2014-2015 Annual Budget



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City of Eureka, California



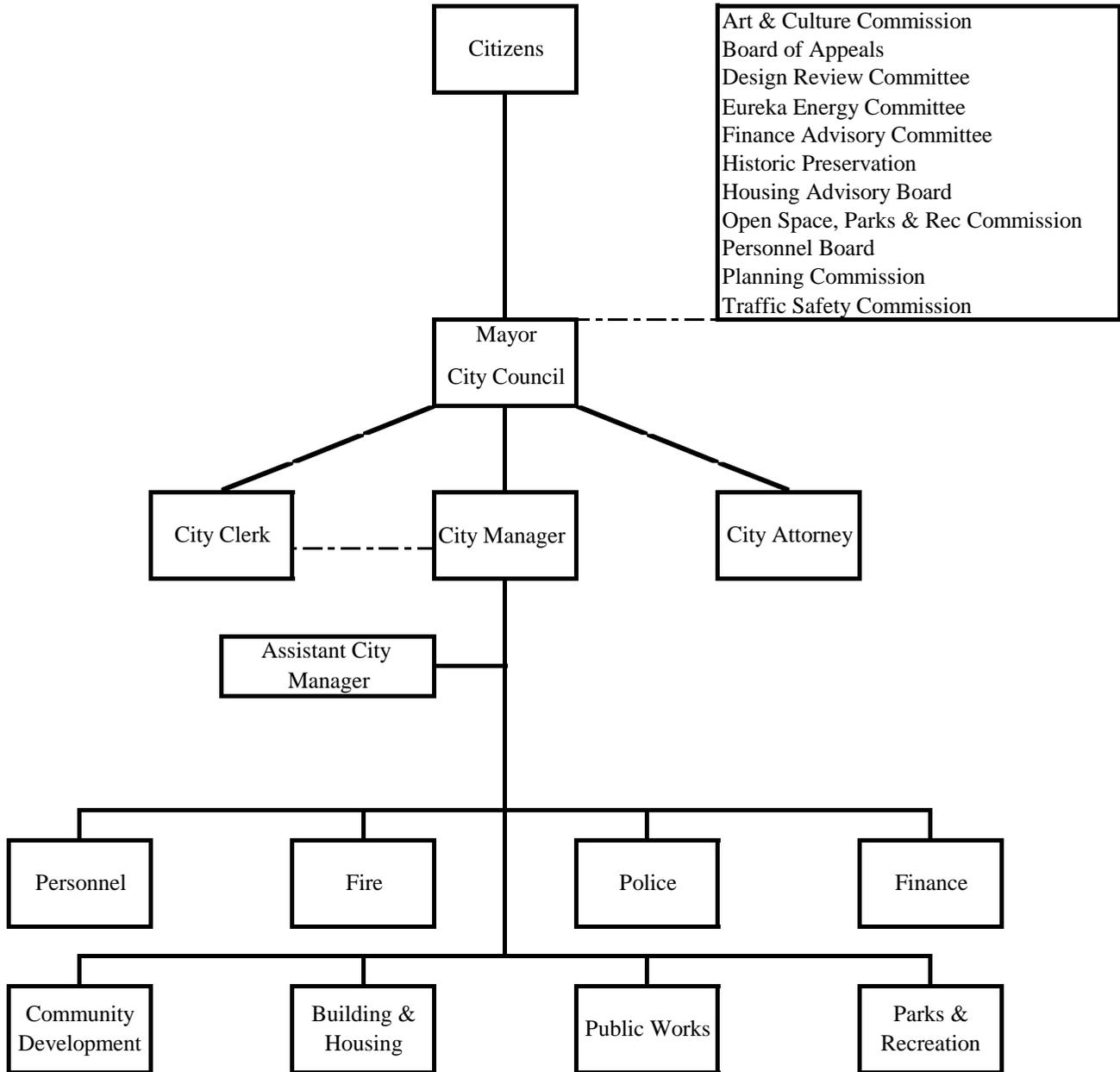


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Section A
Introduction



Community Profile

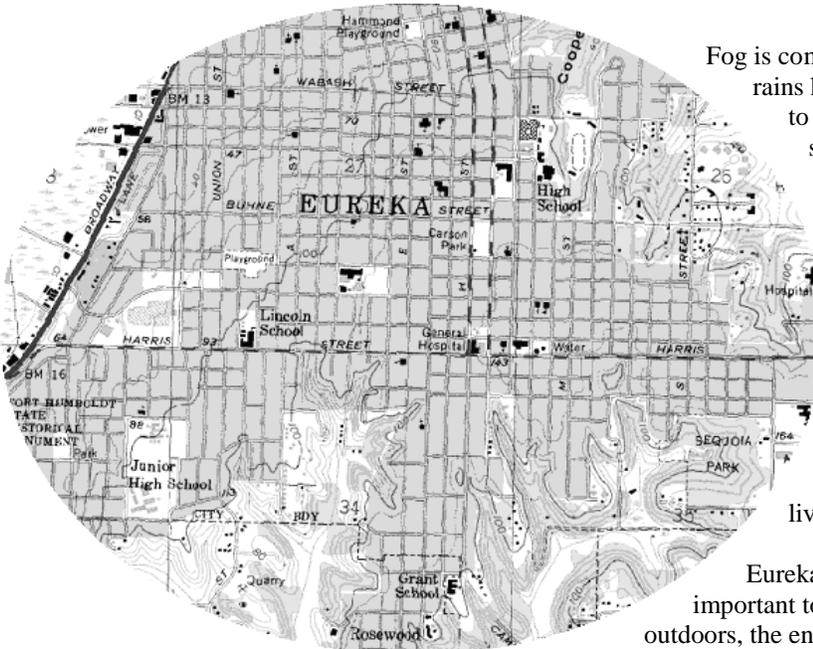
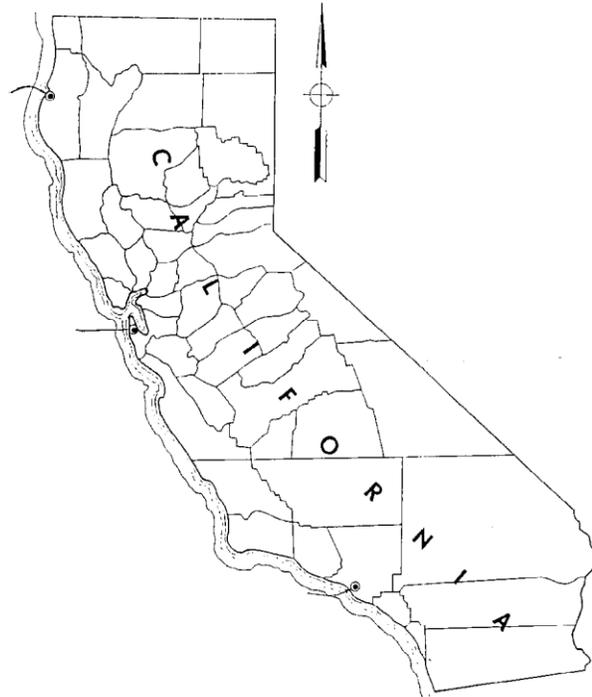


Bustling into Western history during the famous California Gold Rush, the City of Eureka thrived for many years on the area's rich abundance of redwood timber. Quickly establishing itself as the commercial hub of the North Coast, Eureka fused a stunning array of Victorian architecture with the rugged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

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

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

A moderate climate prevails, summer and winter.



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

Eureka's population is approximately 27,052. Another 14,000 reside immediately adjacent to the city limits. Hence, the greater Eureka population is approximately 41,000. About 100,000 people, or 85 percent of Humboldt County's total population, live within a 20-mile radius of Eureka.

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

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

Community Profile



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

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

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

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

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

Section B
Budget Graphs &
Summaries

Budget Graphics & Summaries



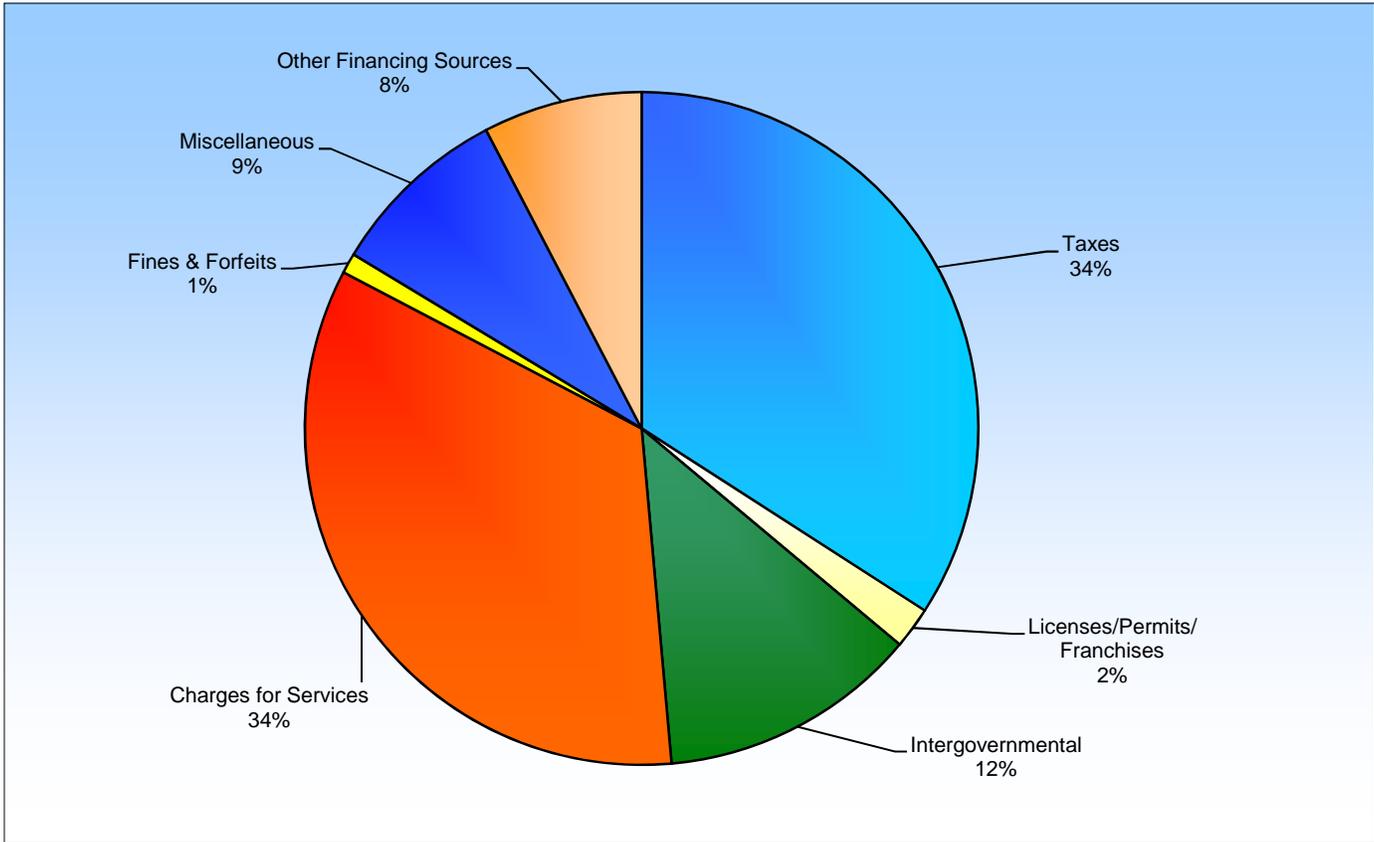
OVERVIEW

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

- Summary of Revenues By Source
- Summary of Operating Program Expenditures By Type
- Summary of Operating Program Expenditures By Function
- Operating Expenditure Summary By Department
- General Fund Revenues and Expenditures
- Summary of Recommended Regular Positions
- Summary of Changes in FTE Positions
- Positions by Department
- Recap of Funds 2013-14; 2014-15

Generally, charts are for the 2014-15 fiscal year, while tables present information for four fiscal periods: 2012-13 Actual, 2013-14 Amended Budget, 2013-14 Estimates (Estimated Actuals) and 2014-15 Proposed Budget.

Summary of Revenue Source



2014-15 REVENUE SOURCES \$69,361,561

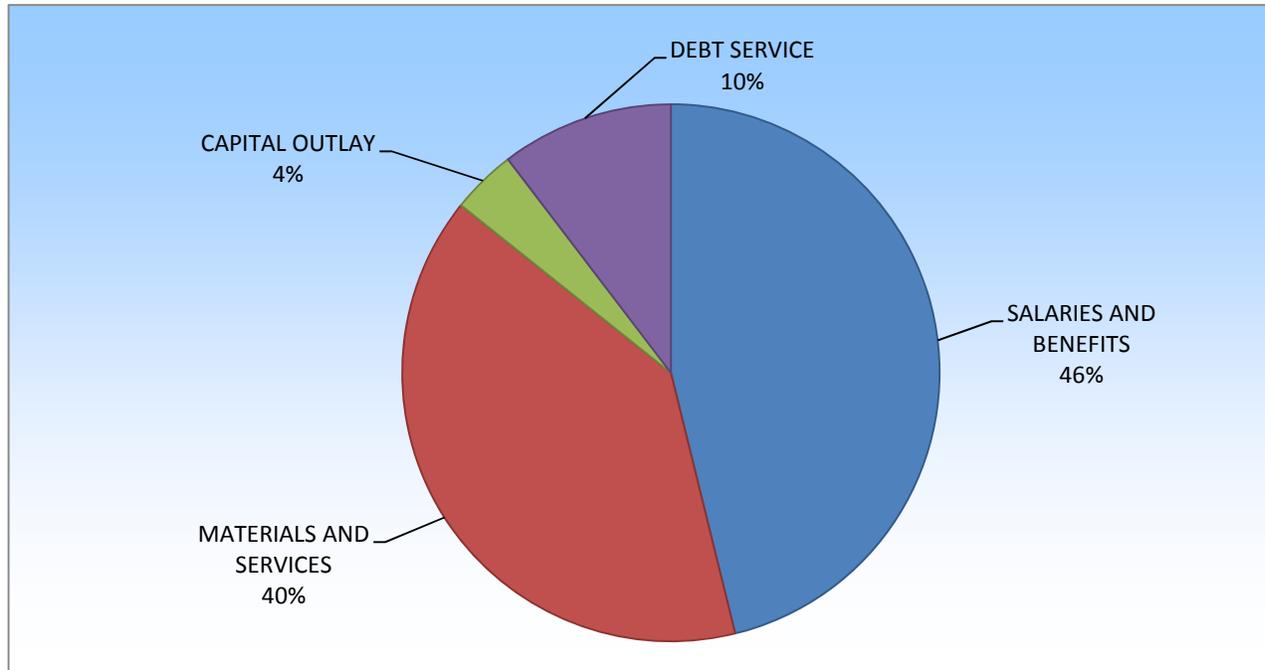
	2012/13 Actual	2013/14 Estimated	2014/15 Budget
Taxes	22,803,621	20,782,058	23,654,040
Licenses/Permits/Franchises	1,282,013	1,318,800	1,384,330
Intergovernmental	9,889,534	9,875,662	8,661,050
Charges for Services	21,236,363	23,307,876	23,652,625
Fines & Forfeits	826,070	736,789	672,200
Miscellaneous	4,856,430	9,346,276	6,038,360
Other Financing Sources	9,881,512	16,644,768	5,298,956
TOTAL	70,775,543	82,012,229	69,361,561

Revenue Summary By Fund Type



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
GENERAL FUND					
	Taxes	19,542,556	20,016,700	20,307,776	20,526,700
	Licenses/Permits/Franchises	940,600	931,200	931,700	943,200
	Intergovernmental	2,604,293	2,752,929	3,068,192	2,450,929
	Charges for Services	1,092,381	1,087,887	1,140,433	1,264,991
	Fines & Forfeits	263,014	234,200	220,000	234,200
	Miscellaneous	623,035	520,931	186,351	186,310
	Other Financing Sources	4,846,774	5,047,873	3,662,380	4,525,523
	Subtotal	29,912,653	30,591,720	29,516,832	30,131,853
SPECIAL REVENUE FUNDS					
	Taxes	(208,822)	50,000	-	50,000
	Licenses/Permits/Franchises	61,705	66,130	69,100	66,130
	Intergovernmental	3,032,622	5,109,929	4,173,654	4,796,510
	Charges for Services	103,815	123,908	123,908	123,908
	Fines & Forfeits	225,974	108,000	236,789	158,000
	Miscellaneous	506,639	464,320	106,500	444,520
	Other Financing Sources	443,895	339,520	4,000	-
	Subtotal	4,165,828	6,261,807	4,713,951	5,639,068
DEBT SERVICE FUNDS					
	Taxes	2,604,537	2,603,058	-	2,603,058
	Miscellaneous	6,096	-	-	-
	Other Financing Sources	5,687	2,419,749	-	-
	Subtotal	2,616,320	5,022,807	-	2,603,058
CAPITAL PROJECTS FUNDS					
	Miscellaneous	6,105	-	-	-
	Subtotal	6,105	-	-	-
ENTERPRISE FUNDS					
	Taxes	280,304	224,282	224,282	224,282
	Licenses/Permits/Franchises	279,708	345,000	318,000	375,000
	Intergovernmental	4,252,619	2,095,110	2,633,816	1,413,611
	Fines & Forfeits	337,082	280,000	280,000	280,000
	Charges for Services	13,005,332	14,300,928	13,966,287	14,158,705
	Miscellaneous	3,666,189	13,159,898	8,927,307	5,357,530
	Other Financing Sources	4,527,564	6,547,985	12,958,388	773,433
	Subtotal	26,348,798	36,953,203	39,308,080	22,582,561
INTERNAL SERVICE FUNDS					
	Taxes	585,046	250,000	250,000	250,000
	Charges for Services	6,568,636	7,586,452	7,650,069	7,707,575
	Miscellaneous	48,192	100,000	126,118	50,000
	Other Financing Sources	57,592	20,000	20,000	-
	Subtotal	7,259,466	7,956,452	8,046,187	8,007,575
TRUST FUNDS					
	Charges for Services	466,199	427,179	427,179	397,446
	Miscellaneous	174	-	-	-
	Subtotal	466,373	427,179	427,179	397,446
TOTAL ALL FUND TYPES					
	Taxes	22,803,621	23,144,040	20,782,058	23,654,040
	Licenses/Permits/Franchises	1,282,013	1,342,330	1,318,800	1,384,330
	Intergovernmental	9,889,534	9,957,968	9,875,662	8,661,050
	Charges for Services	21,236,363	23,526,354	23,307,876	23,652,625
	Fines & Forfeits	826,070	622,200	736,789	672,200
	Miscellaneous	4,856,430	14,245,149	9,346,276	6,038,360
	Other Financing Sources	9,881,512	14,375,127	16,644,768	5,298,956
	GRAND TOTAL	70,775,543	87,213,168	82,012,229	69,361,561

Summary of Operating Program Expenditures By Type

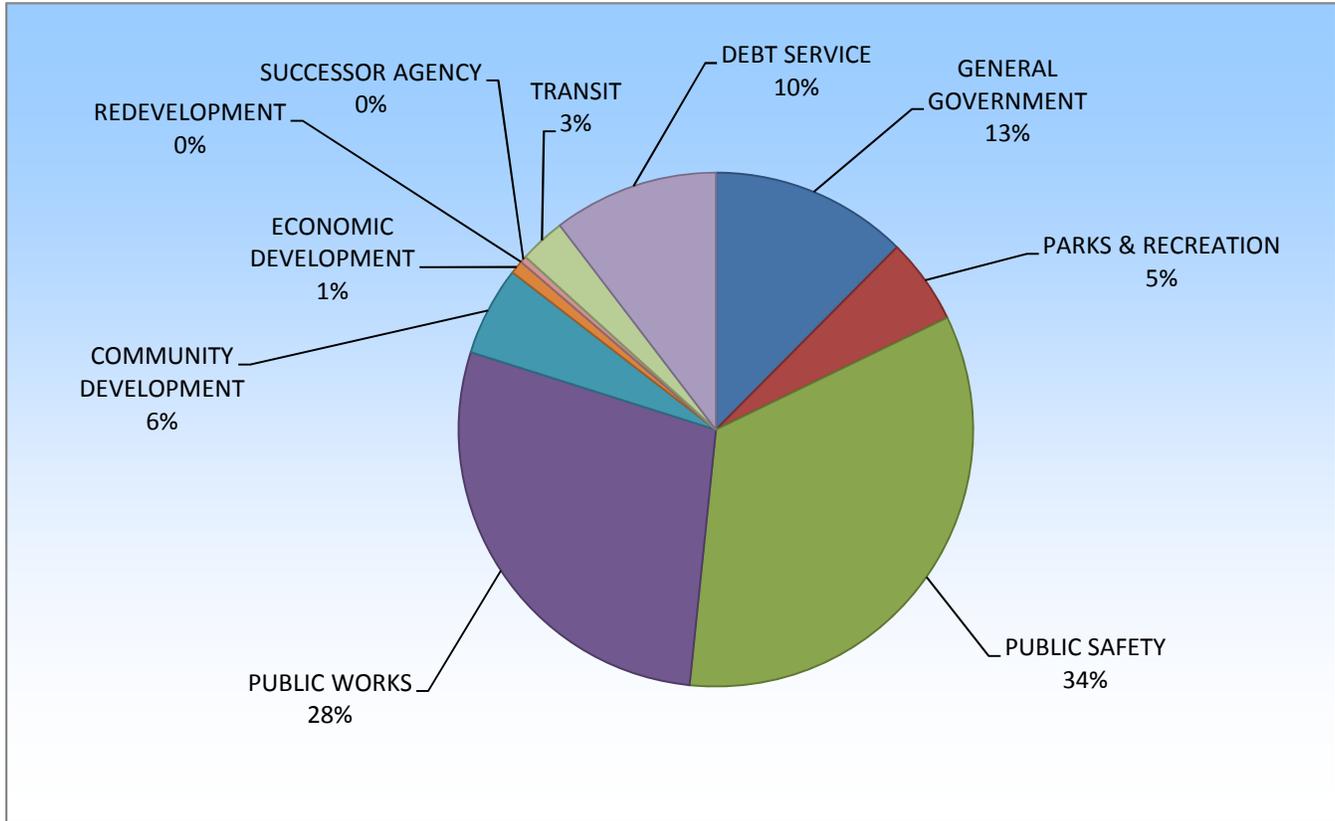


2014-15 OPERATING BUDGET - \$60,427,075

	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
SALARIES AND BENEFITS	25,805,152	28,975,279	27,163,339	27,892,770
MATERIALS AND SERVICES	24,769,210	25,607,820	23,200,903	23,911,192
CAPITAL OUTLAY	1,644,062	3,142,418	2,785,555	2,354,027
DEBT SERVICE	3,664,916	6,191,154	3,805,257	6,269,086
Total *	55,883,340	63,916,671	56,955,054	60,427,075

* Does not include projects or other financing uses

Summary of Operating Program Expenditures By Function



2014-15 OPERATING BUDGET \$ 60,427,075

	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
GENERAL GOVERNMENT	7,673,527	8,012,434	7,765,796	7,514,963
PARKS & RECREATION	2,649,690	3,226,566	2,989,054	3,257,078
PUBLIC SAFETY	18,552,757	21,172,616	19,903,398	20,422,262
PUBLIC WORKS	16,752,918	17,817,987	17,542,817	17,073,702
COMMUNITY DEVELOPMENT	2,011,234	3,928,316	1,885,544	3,388,296
ECONOMIC DEVELOPMENT	336,944	906,965	211,288	505,422
REDEVELOPMENT	(250)	0	0	0
SUCCESSOR AGENCY	2,077,279	283,859	250,084	250,088
TRANSIT	2,164,325	2,376,774	2,601,816	1,746,178
DEBT SERVICE	3,664,916	6,191,154	3,805,257	6,269,086
Total *	55,883,340	63,916,671	56,955,054	60,427,075

* Does not include projects or other financing uses

Operating Expenditures Summary By Department



	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
LEGISLATIVE				
Salaries and Benefits	\$ 88,581	\$ 98,005	\$ 92,351	\$ 99,106
Materials and Services	44,554	53,540	53,515	58,892
Capital Outlay	52,135	-	-	-
Subtotal	<u>185,270</u>	<u>151,545</u>	<u>145,866</u>	<u>157,998</u>
CITY MANAGER				
Salaries and Benefits	553,330	478,219	249,074	252,038
Materials and Services	309,001	776,423	161,543	547,791
Capital Outlay	3,915	-	163	-
Subtotal	<u>866,246</u>	<u>1,254,642</u>	<u>410,780</u>	<u>799,829</u>
CITY CLERK				
Salaries and Benefits	451,828	513,494	567,940	502,254
Materials and Services	2,427,884	2,226,180	2,366,781	2,535,027
Capital Outlay	182,037	247,150	244,400	248,100
Subtotal	<u>3,061,749</u>	<u>2,986,824</u>	<u>3,179,121</u>	<u>3,285,381</u>
HUMAN RESOURCES				
Salaries and Benefits	345,544	401,054	403,923	388,662
Materials and Services	64,057	97,841	97,871	103,085
Capital Outlay	11,000	1,500	1,500	1,500
Subtotal	<u>420,601</u>	<u>500,395</u>	<u>503,294</u>	<u>493,247</u>
FINANCE				
Salaries and Benefits	897,120	1,090,060	915,032	970,033
Materials and Services	3,727,036	3,838,845	3,659,839	3,189,972
Capital Outlay	194,333	517,020	890,000	-
Subtotal	<u>4,818,489</u>	<u>5,445,925</u>	<u>5,464,871</u>	<u>4,160,005</u>
CITY ATTORNEY				
Salaries and Benefits	256,103	283,684	292,908	380,253
Materials and Services	117,398	183,794	142,696	84,317
Capital Outlay	7,820	50,000	-	-
Subtotal	<u>381,321</u>	<u>517,478</u>	<u>435,604</u>	<u>464,570</u>
POLICE				
Salaries and Benefits	8,539,356	10,120,877	9,081,389	9,487,748
Materials and Services	2,562,591	2,694,553	2,724,860	2,641,409
Capital Outlay	348,457	845,371	147,883	823,020
Subtotal	<u>11,450,404</u>	<u>13,660,801</u>	<u>11,954,132</u>	<u>12,952,177</u>
FIRE				
Salaries and Benefits	4,935,712	5,260,068	5,365,635	5,159,483
Materials and Services	1,920,144	2,104,675	2,463,325	2,266,675
Capital Outlay	246,497	147,072	120,306	43,927
Subtotal	<u>7,102,353</u>	<u>7,511,815</u>	<u>7,949,266</u>	<u>7,470,085</u>

Operating Expenditures Summary By Department

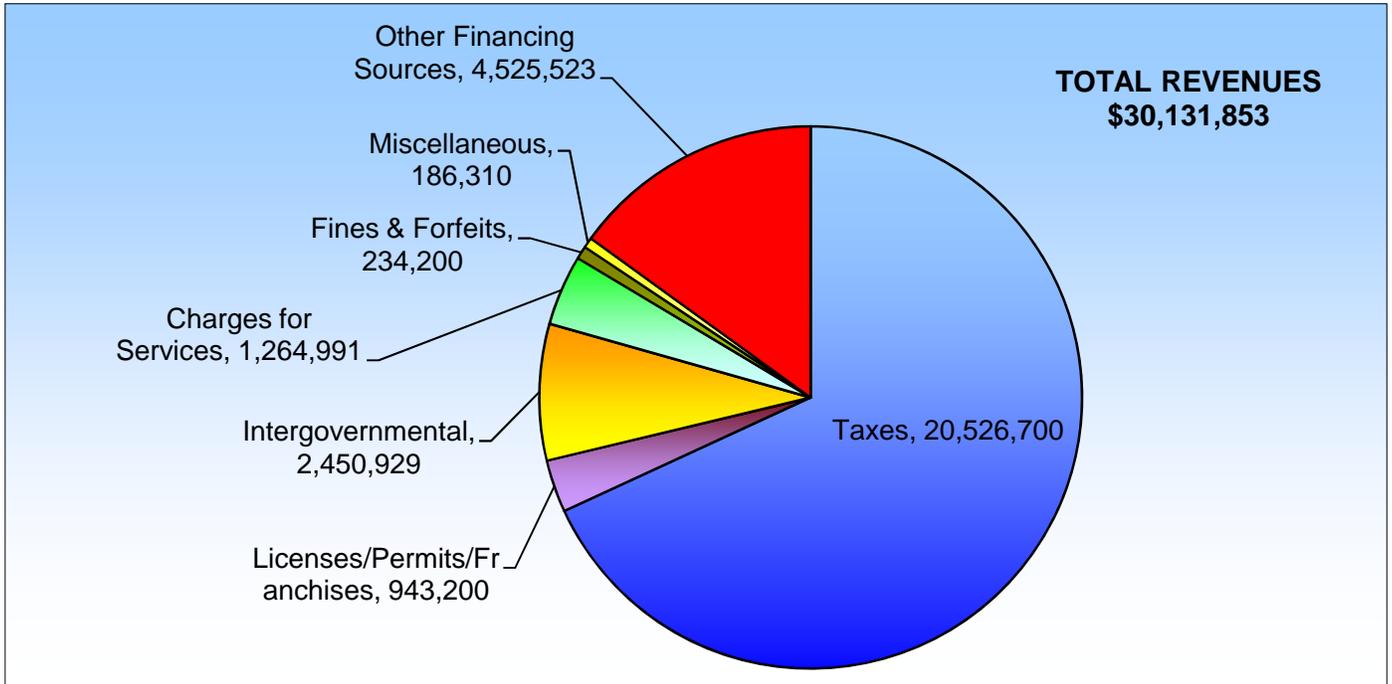


	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
PARKS & RECREATION				
Salaries and Benefits	2,439,037	2,917,739	2,563,246	2,985,860
Materials and Services	1,813,495	1,724,871	1,772,959	1,694,232
Capital Outlay	146,733	121,045	115,610	42,500
Subtotal	<u>4,399,265</u>	<u>4,763,655</u>	<u>4,451,815</u>	<u>4,722,592</u>
PUBLIC WORKS				
Salaries and Benefits	5,465,756	5,989,312	5,768,572	5,913,509
Materials and Services	8,995,748	8,976,408	8,940,720	8,358,437
Capital Outlay	427,106	1,182,690	1,234,371	1,193,180
Subtotal	<u>14,888,610</u>	<u>16,148,410</u>	<u>15,943,663</u>	<u>15,465,126</u>
COMMUNITY DEVELOPMENT				
Salaries and Benefits	661,291	744,759	761,046	740,831
Materials and Services	558,606	183,374	178,638	311,881
Capital Outlay	6,278	-	-	-
Subtotal	<u>1,226,175</u>	<u>928,133</u>	<u>939,684</u>	<u>1,052,712</u>
Building & Housing				
Salaries and Benefits	512,122	624,956	625,029	569,509
Materials and Services	369,919	2,477,145	425,902	1,907,337
Capital Outlay	17,751	30,570	31,322	1,800
Subtotal	<u>899,792</u>	<u>3,132,671</u>	<u>1,082,253</u>	<u>2,478,646</u>
REDEVELOPMENT				
Salaries and Benefits	-	-	-	-
Materials and Services	(250)	-	-	-
Subtotal	<u>(250)</u>	<u>-</u>	<u>-</u>	<u>-</u>
SUCCESSOR AGENCY				
Salaries and Benefits	228,548	25,873	50,015	46,038
Materials and Services	1,848,731	257,986	200,069	204,050
Subtotal	<u>2,077,279</u>	<u>283,859</u>	<u>250,084</u>	<u>250,088</u>
TOTAL OPERATING DEPARTMENTS				
Salaries and Benefits	25,374,328	28,548,100	26,736,160	27,495,324
Materials and Services	24,758,914	25,595,635	23,188,718	23,903,105
Capital Outlay	1,644,062	3,142,418	2,785,555	2,354,027
Subtotal	<u>51,777,304</u>	<u>57,286,153</u>	<u>52,710,433</u>	<u>53,752,456</u>
OTHER OPERATING EXPENDITURES:				
<u>Fire & Police Retirement Fund</u>				
Salaries and Benefits	430,824	427,179	427,179	397,446
Materials and Services	10,296	12,185	12,185	8,087
Subtotal	<u>441,120</u>	<u>439,364</u>	<u>439,364</u>	<u>405,533</u>
GRAND TOTAL *	<u>\$ 52,218,424</u>	<u>\$ 57,725,517</u>	<u>\$ 53,149,797</u>	<u>\$ 54,157,989</u>

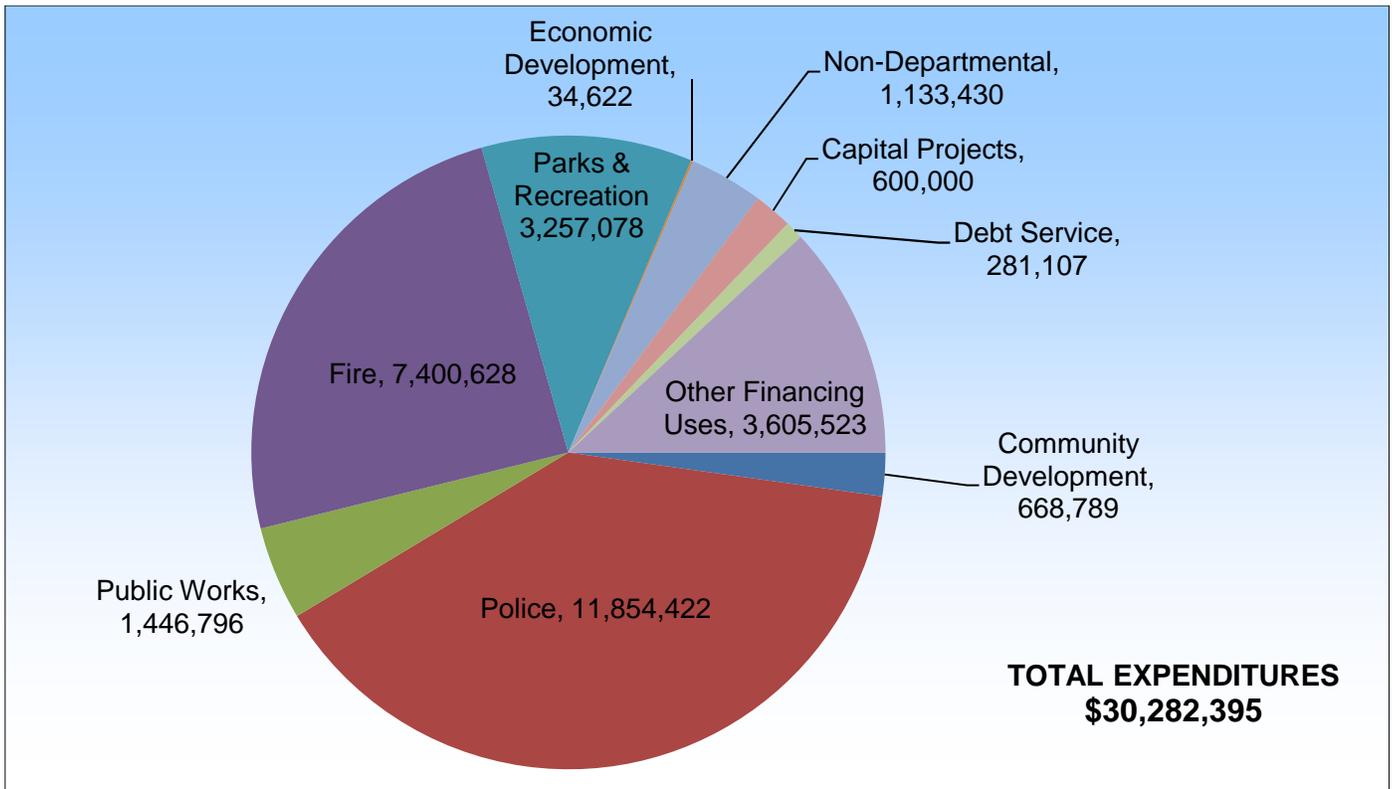
* Does not include debt service, projects or other financing uses



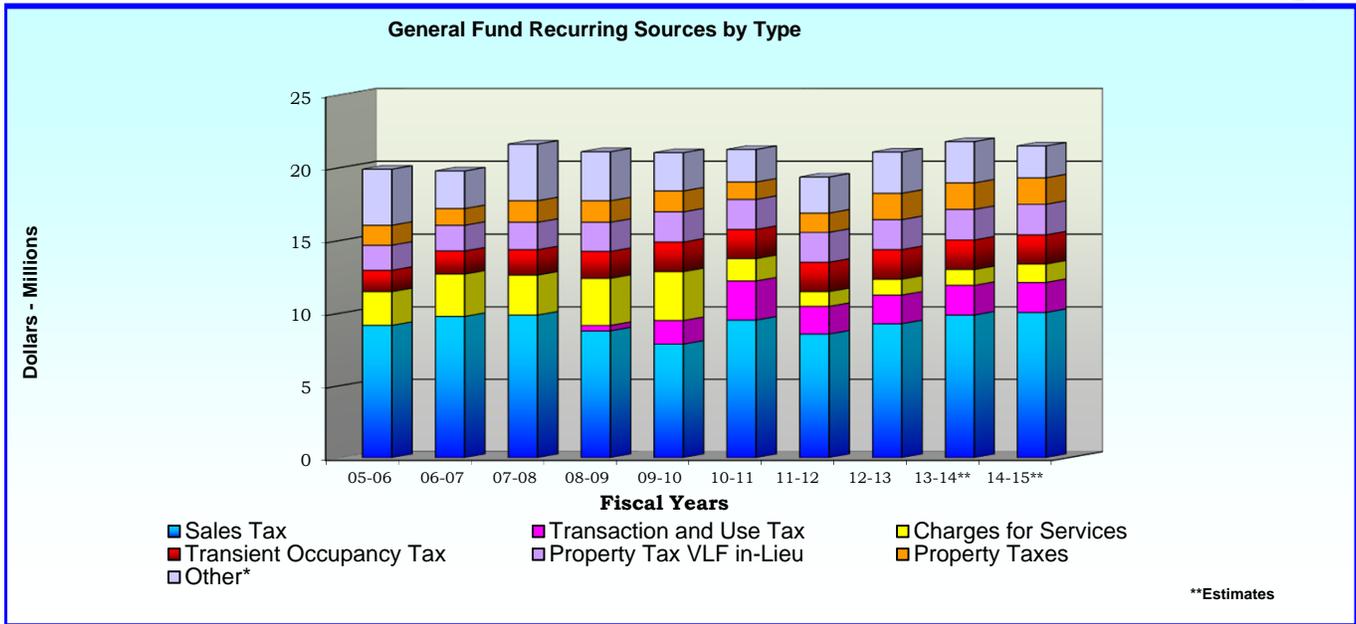
REVENUES: WHERE IT COMES FROM



EXPENDITURES: WHERE IT GOES



General Fund Trends

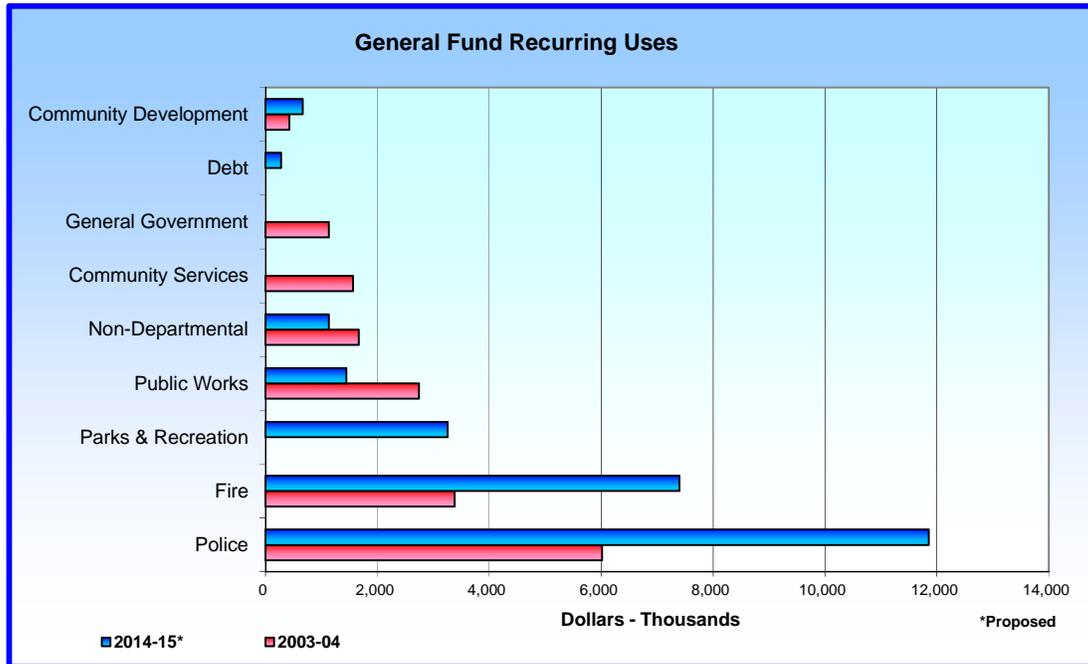


	05-06	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14**	14-15**
Sales Tax	\$ 9,151,037	\$ 9,767,023	\$ 9,863,453	\$ 8,775,000	\$ 7,860,886	\$ 9,518,499	\$ 8,556,098	\$ 9,268,711	\$ 9,866,000	\$ 10,044,000
Transaction and Use Tax	-	-	-	375,000	1,628,022	2,688,403	1,900,000	1,966,634	2,038,000	2,062,000
Transaction and Use Tax - Measure O	-	-	-	-	-	-	3,800,000	4,004,028	4,076,000	4,124,000
Charges for Services	2,323,742	2,912,190	2,746,130	3,236,585	3,356,328	1,539,094	1,017,791	1,092,381	1,087,887	1,264,991
Transient Occupancy Tax	1,463,487	1,587,382	1,742,728	1,848,000	2,032,584	2,002,077	2,019,361	2,032,949	2,030,000	2,000,000
Property Tax VLF in-Lieu	1,724,184	1,764,588	1,885,279	2,003,284	2,072,725	2,060,682	2,051,626	2,060,744	2,100,929	2,100,929
Property Taxes	1,370,716	1,147,809	1,481,308	1,475,000	1,437,587	1,192,487	1,325,932	1,810,383	1,818,300	1,820,000
Other*	3,848,520	2,584,897	3,889,572	3,369,900	2,630,601	2,243,214	2,476,657	2,830,049	2,837,336	2,190,410
Total	\$ 19,881,686	\$ 19,763,889	\$ 21,608,470	\$ 21,082,769	\$ 21,018,733	\$ 21,244,456	\$ 23,147,465	\$ 25,065,879	\$ 25,854,452	\$ 25,606,330

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

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

General Fund Trends

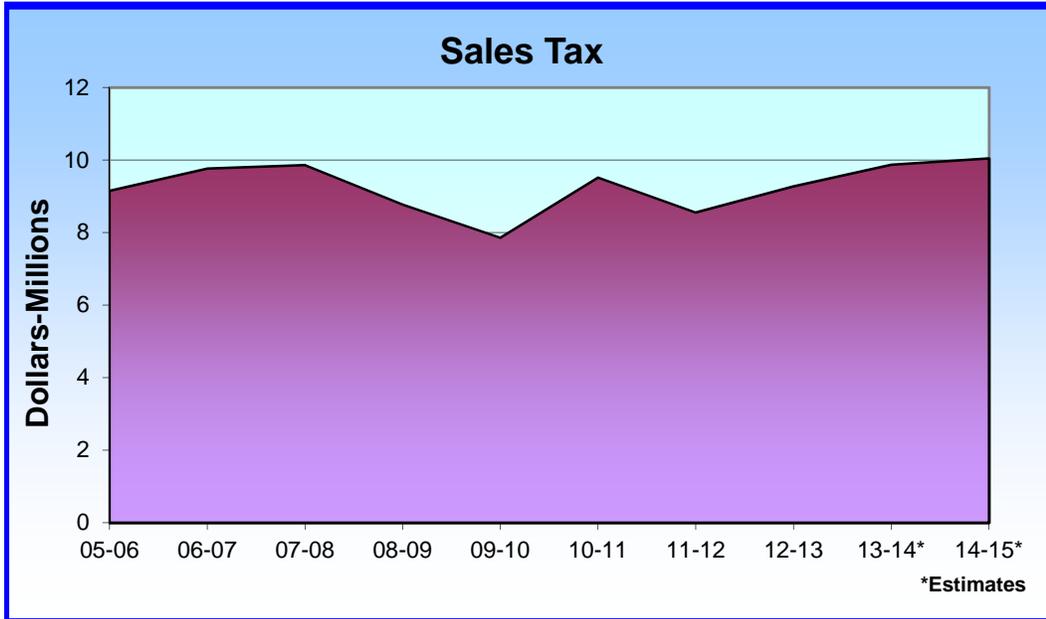


	2003-04	2014-15*
Police	\$ 6,016,542	\$ 11,854,422
Fire	3,379,589	7,400,628
Parks & Recreation	-	3,257,078
Public Works	2,745,354	1,446,796
Non-Departmental	1,666,150	1,133,430
Community Services	1,567,750	-
General Government	1,135,768	-
Debt	-	281,107
Community Development	425,388	668,789
Economic Development	-	34,622
Subtotal (per graph)	\$ 16,936,541	\$ 26,076,872
Capital Projects	-	600,000
Other Financing Uses	16,800	3,605,523
Total	\$ 16,953,341	\$ 30,282,395

"Recurring Uses" include all expenditures and other financing uses except one-time and unusual items, such as large capital outlays, special contracts, and transfers out. Program reorganization in 04-05 moved some divisions around in Engineering and Public Works. Prior years have been adjusted to match the current configuration. Also, in FY 2010-11, the General Governmental departments were moved into a special revenue fund called Internal Operations to better reflect the direct costs to the general fund. Negative Non-Departmental uses in FY 12-13 are due to Measure O expenses being allocated across departments. On February 1, 2012, Economic Development was carved out of Redevelopment due to the dissolution of the Redevelopment Agency on that date.



MAJOR REVENUES OF THE GENERAL FUND:



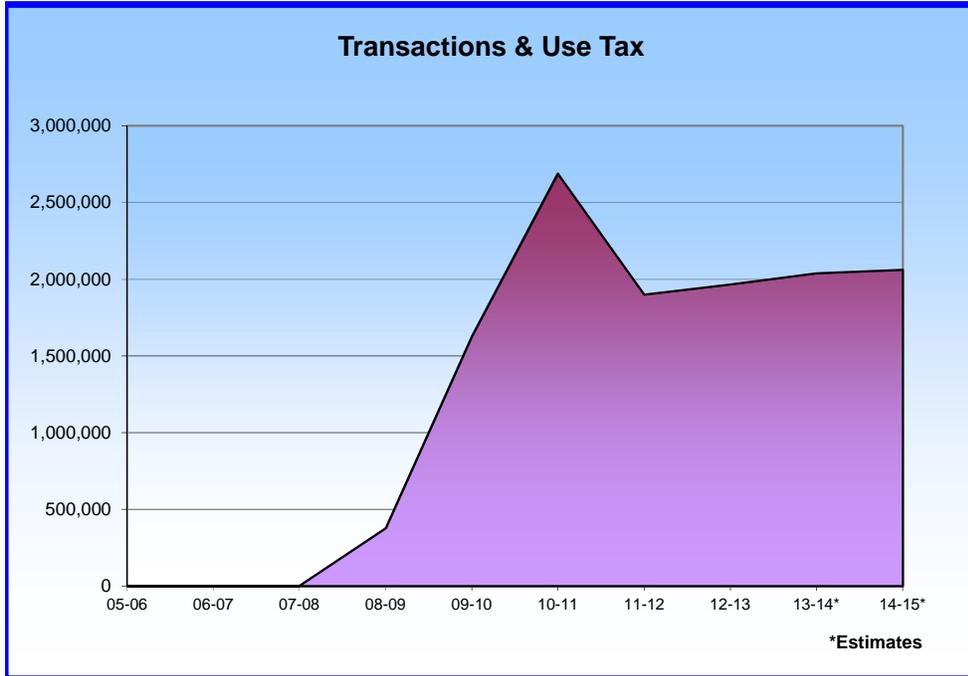
Year	Sales Tax
05-06	9,151,037
06-07	9,767,023
07-08	9,863,453
08-09	8,775,000
09-10	7,860,886
10-11	9,518,499
11-12	8,556,098
12-13	9,268,711
13-14*	9,866,000
14-15*	10,044,000

Sales Tax

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

The types of businesses generating sales tax revenues in Eureka are found in the following categories:

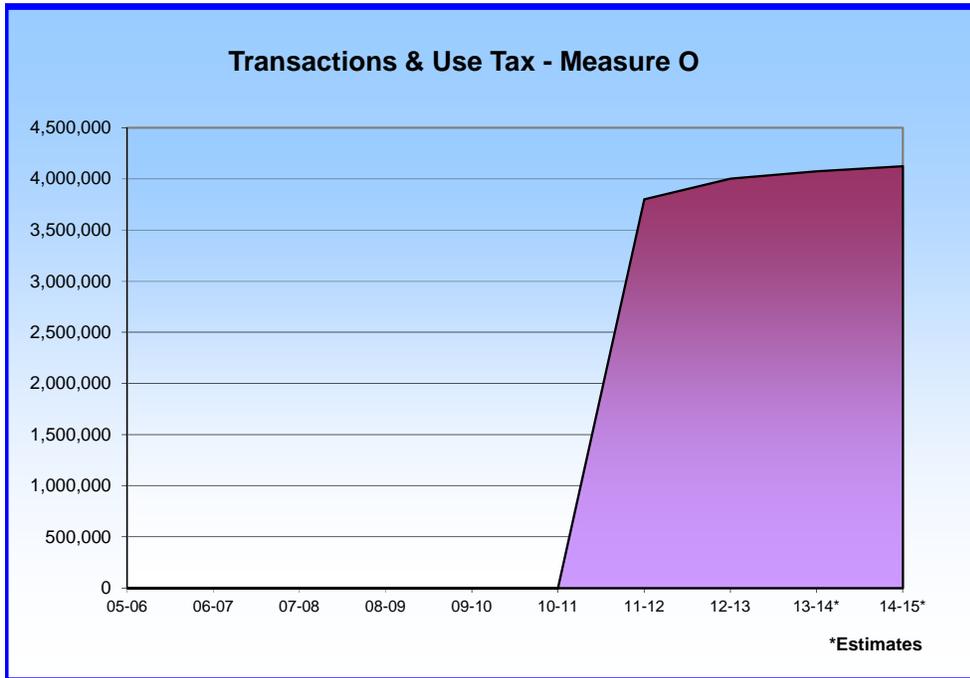
General Merchandise	42%
Autos and Transportation	18%
Business and Industry	7%
Building and Construction	8%
Restaurants and Hotels	8%
Fuel and Service Stations	10%
Food and Drugs	6%



Year	Transactions & Use Tax
05-06	0
06-07	0
07-08	0
08-09	375,000
09-10	1,628,022
10-11	2,688,403
11-12	1,900,000
12-13	1,966,634
13-14*	2,038,000
14-15*	2,062,000

Transaction & Use Tax

In November 2008 the voters of the City of Eureka approved a 0.25% retail transactions and use tax with the passage of Measure D, which also required the repeal of the Utility User's Tax. Both changes were effective April 1, 2009. In November 2009, the voters of the City of Eureka approved a 0.50% transactions and use tax with the passage of Measure O, effective April 1, 2011.

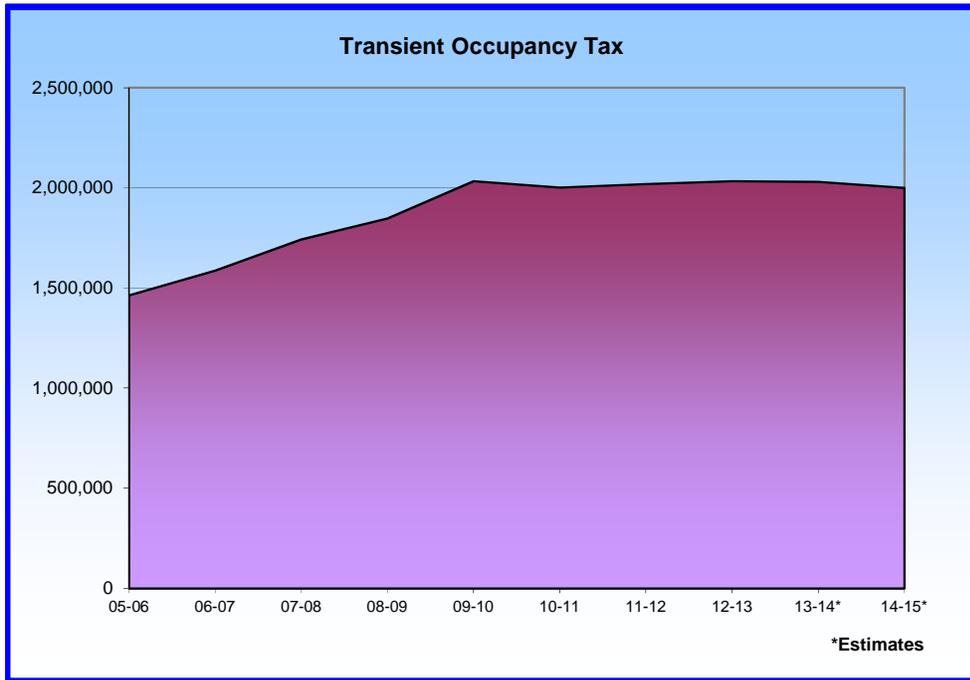


Year	Measure O
05-06	0
06-07	0
07-08	0
08-09	0
09-10	0
10-11	0
11-12	3,800,000
12-13	4,004,028
13-14*	4,076,000
14-15*	4,124,000

Transaction & Use Tax - Measure O

In November 2009, the voters of the City of Eureka approved a 0.50% transactions and use tax with the passage of Measure O, effective April 1, 2011.

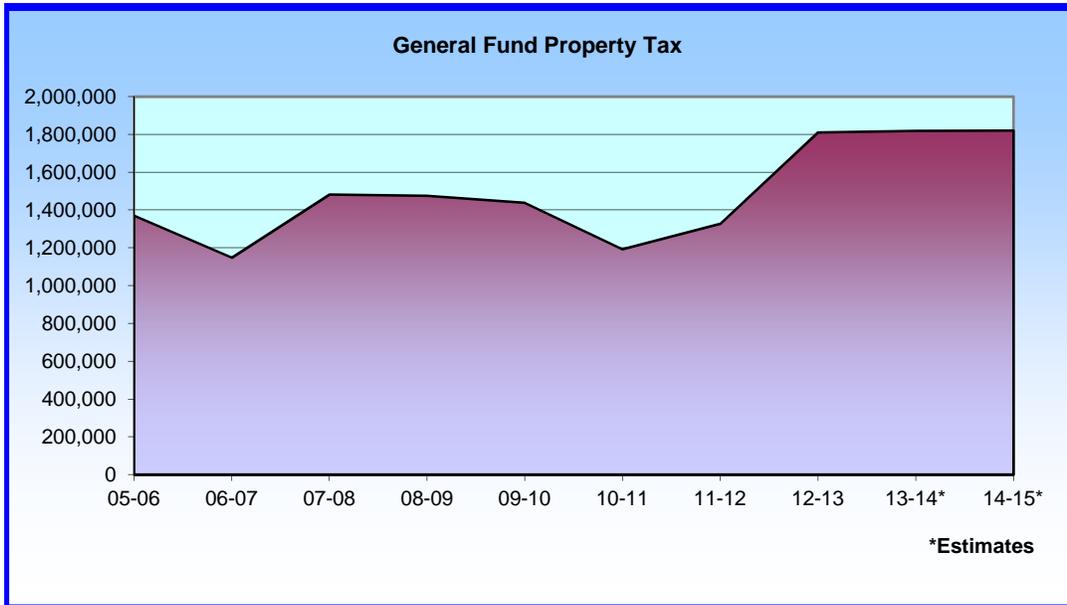
General Fund Trends



Year	Transient Occupancy Tax
05-06	1,463,487
06-07	1,587,382
07-08	1,742,728
08-09	1,848,000
09-10	2,032,584
10-11	2,002,077
11-12	2,019,361
12-13	2,032,949
13-14*	2,030,000
14-15*	2,000,000

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

General Fund Trends



Year	Property Tax
05-06	1,370,716
06-07	1,147,809
07-08	1,481,308
08-09	1,475,000
09-10	1,437,587
10-11	1,192,487
11-12	1,325,932
12-13	1,810,383
13-14*	1,818,300
14-15*	1,820,000

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



MAJOR REVENUES OF OTHER CITY FUNDS

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

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

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

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

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

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

Continued...

Description of Revenues



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

Franchise Taxes are charged to three entities by the City for granting a right-of-way or special privilege to conduct business within the City of Eureka. The tax for Pacific Gas & Electric is calculated by miles of line at 2%, or gross revenue receipts at 5%, whichever is greater. Sudden Link is charged 5% of gross sales in Eureka. City Garbage is charged 4% of gross sales in Eureka.

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

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

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

Full-Time Equivalent Positions by Department



SUMMARY OF CHANGES IN FTE POSITIONS FY 2014-15

City Manager

Development Project Manager position eliminated (1 FTE)
Decrease in the department of 1 FTE

City Clerk

Information Services Manager position frozen
During FY13/14: Central Services Assistant transferred from Finance
Central Services Assistant reclassified to Administrative Assistant
No change in FTE

Finance Department

During FY13/14: Accountant II position reclassified as Assistant to the Finance Director
During FY13/14: Central Services Assistant transferred to City Clerk
Accounting Specialist position frozen
No change in FTE

City Attorney

Deputy City Attorney added (1 FTE)
Legal Secretary reclassified to Legal Assistant
Increase in the department of 1 FTE

Police

Police Lieutenant upgraded to Police Captain, but position is frozen
Police Captain position frozen
Police Lieutenant position frozen
Senior Communications Dispatcher position reclassified as Support Services Manager
(2) Police Officers frozen
Police Records Specialist frozen
Communications Dispatcher RPT eliminated (0.6 FTE)
Project Manager eliminated (1 FTE)
During FY13/14: (2) Communications Dispatcher positions created (2 FTE)
Increase in the department of .4 FTE

Fire

(2) Fire Battalion Chief positions reclassified to Fire Captain positions
(2) Firefighter positions frozen
Fire Services Officer position eliminated; shared contractual Administrative Assistant position created (1 FTE)
During FY13/14: (1) Firefighter position eliminated to create Communications Dispatcher position (1 FTE)
Decrease in the department of 1 FTE

Parks & Recreation

Zoo Attendant position was added (1 FTE)
Increase in the department of 1 FTE

Public Works Department

Maintenance Worker I/II position was eliminated (1 FTE)
Engineering Tech I/II position was eliminated (1 FTE)
Decrease in the department of 2 FTE

Community Development Department

During FY13/14: The Building Division was transferred to the Building & Housing Department (5 FTE)
During FY13/14: Housing Division was transferred to the Building & Housing Department (1 FTE)
Senior Administrative position reduced to RPT (Decrease 0.25 FTE)
Decrease in the department of 6.25 FTE

Building & Housing Department

During FY13/14: The Building Division was transferred from Community Development (5 FTE)
During FY13/14: Housing Division was transferred from Community Development (1 FTE)
Increase in the department of 6 FTE

Full-Time Equivalent Positions by Department



	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Budget</u>	<u>Revised</u> <u>2014-15</u> <u>Budget</u>
CITY MANAGER				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager - Operations	1.00	1.00	1.00	1.00
Executive Assistant / Deputy City Clerk	0.50	0.50	0.50	0.50
Development Project Manager	-	1.00	-	-
Project Manager (Economic Development)	1.00	1.00	1.00	1.00
Total	<u>3.50</u>	<u>4.50</u>	<u>3.50</u>	<u>3.50</u>
CITY CLERK				
City Clerk / Chief Information Officer	1.00	1.00	1.00	1.00
Executive Assistant / Deputy City Clerk	0.50	0.50	0.50	0.50
Information Services Analyst I/II	1.00	1.00	1.00	1.00
Information Services Manager	1.00	1.00	1.00	1.00
Senior Information Services Analyst	1.00	1.00	1.00	1.00
Administrative Assistant	-	-	1.00	1.00
Central Services Assistant	-	1.00	-	-
Total	<u>4.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>
PERSONNEL				
Personnel Director	1.00	1.00	1.00	1.00
Senior Administrative Assistant-Confidential	0.75	0.80	0.80	0.80
Personnel Analyst I/II	1.00	1.00	1.00	1.00
Senior Personnel Analyst	1.00	1.00	1.00	1.00
Total	<u>3.75</u>	<u>3.80</u>	<u>3.80</u>	<u>3.80</u>
FINANCE				
Finance Director	1.00	1.00	1.00	1.00
Deputy Finance Director	-	1.00	1.00	1.00
Assistant Finance Director	1.00	-	-	-
Assistant to the Finance Director	-	1.00	1.00	1.00
Finance Office Supervisor	-	1.00	1.00	1.00
Accounting Supervisor	1.00	-	-	-
Accountant I/II	1.00	1.00	1.00	1.00
Accounting Specialist I/II	4.00	5.00	5.00	5.00
Accounting Specialist I/II (RPT)	1.50	-	-	-
Accounting Technician II	2.00	2.00	2.00	2.00
Senior Administrative Assistant-Confidential	0.20	0.20	0.20	0.20
Central Services Assistant	1.00	-	-	-
Total	<u>12.70</u>	<u>12.20</u>	<u>12.20</u>	<u>12.20</u>

Full-Time Equivalent Positions by Department



	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Budget</u>	<u>Revised</u> <u>2014-15</u> <u>Budget</u>
CITY ATTORNEY				
City Attorney	1.00	1.00	1.00	1.00
Deputy City Attorney	-	-	1.00	1.00
Legal Assistant	1.00	-	1.00	1.00
Legal Secretary	-	1.00	-	-
Total	<u>2.00</u>	<u>2.00</u>	<u>3.00</u>	<u>3.00</u>
POLICE				
Police Chief	1.00	1.00	1.00	1.00
Animal Control Officer	1.00	1.00	1.00	1.00
Communications Dispatcher	7.60	9.60	9.00	9.00
Communications Supervisor	1.00	1.00	1.00	1.00
Neighborhood Oriented Policing Officer	1.00	1.00	1.00	1.00
Police Captain	1.00	1.00	3.00	2.00
Police Lieutenant	2.00	2.00	-	1.00
Police Officer	39.00	42.00	42.00	42.00
Police Officer (COPS grant)	2.00	-	-	-
Police Property Coordinator	1.00	1.00	1.00	1.00
Police Property Technician	1.00	1.00	1.00	1.00
Police Records Specialist I/II	5.00	5.00	5.00	5.00
Police Records Supervisor	1.00	1.00	1.00	1.00
Police Sergeant	8.00	8.00	8.00	8.00
Police Services Officer	9.00	9.00	9.00	9.00
Project Manager	1.00	1.00	-	-
Senior Administrative Services Assistant	1.00	1.00	1.00	1.00
Senior Communications Dispatcher	3.00	3.00	3.00	2.00
Support Services Manager	-	-	-	1.00
Total	<u>85.60</u>	<u>88.60</u>	<u>87.00</u>	<u>87.00</u>
FIRE				
Fire Chief	-	-	-	-
Assistant Fire Chief/Marshal	1.00	1.00	1.00	1.00
Assistant Fire Chief/Operations	1.00	1.00	1.00	1.00
Administrative Technician I/II	1.00	1.00	1.00	1.00
Fire Captain	9.00	9.00	11.00	11.00
Fire Battalion Chief	5.00	5.00	3.00	3.00
Fire Engineer	12.00	12.00	12.00	12.00
Fire Services Officer	1.00	1.00	1.00	-
Firefighter	13.00	12.00	12.00	12.00
Total	<u>43.00</u>	<u>42.00</u>	<u>42.00</u>	<u>41.00</u>

Full-Time Equivalent Positions by Department



	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Budget</u>	<u>Revised</u> <u>2014-15</u> <u>Budget</u>
PARKS & RECREATION				
Parks & Recreation Director	1.00	1.00	1.00	1.00
Deputy Parks & Recreation Director	-	1.00	1.00	1.00
Administrative Technician	1.00	1.00	1.00	1.00
After School Programs Coordinator (RPT)	0.70	0.70	0.70	0.70
Animal Care Supervisor	1.00	1.00	1.00	1.00
Assistant Recreation Coordinator (RPT)	-	0.70	0.70	0.70
Custodian	-	3.00	-	3.00
Electrician	-	0.50	-	0.50
Harbor Facilities Superintendent	1.00	1.00	1.00	1.00
Harbor Operations Technician I/II	2.00	2.00	2.00	2.00
Harbor Recreation Coordinator	1.00	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00
PARKS & RECREATION (continued)				
Maintenance Worker I/II	3.00	3.00	3.00	3.00
Maintenance Worker I/II (RPT)	-	0.70	0.70	0.70
Parks & Maintenance Manager	1.00	1.00	1.00	1.00
Recreation Aide (RPT)	0.82	0.82	0.82	0.82
Recreation and Facilities Manager	1.00	-	-	-
Recreation Coordinator	3.00	3.00	3.00	3.00
Senior Custodian	-	1.00	-	1.00
Senior Facilities Maintenance Specialist	-	0.50	-	0.50
Senior Harbor/Facilities Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	2.00	2.00	2.00	2.00
Youth Activities Coordinator (RPT)	0.64	0.64	0.64	0.64
Zoo Attendant	-	-	-	1.00
Zoo Education & Operations Supervisor	1.00	1.00	1.00	1.00
Zoo Manager	1.00	1.00	1.00	1.00
Zookeeper	3.00	3.00	3.00	3.00
Zookeeper (RPT)	1.30	1.30	1.30	1.30
Total	<u>27.46</u>	<u>33.86</u>	<u>28.86</u>	<u>34.86</u>
PUBLIC WORKS				
Public Works Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Technician	1.00	1.00	1.00	1.00
Custodian	3.00	-	3.00	-
Electrician	2.00	1.50	2.00	1.50
Equipment Mechanic	4.00	4.00	4.00	4.00
Equipment Services Technician	1.00	1.00	1.00	1.00
Fleet Services Manager	1.00	1.00	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00	1.00
Industrial Maintenance Technician	1.00	1.00	1.00	1.00
Inventory Control Specialist	1.00	1.00	1.00	1.00

Full-Time Equivalent Positions by Department



	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Budget</u>	<u>Revised</u> <u>2014-15</u> <u>Budget</u>
PUBLIC WORKS (continued)				
Maintenance Supervisor	1.00	1.00	1.00	1.00
Maintenance Worker I/II	6.50	6.50	5.50	5.50
Public Works Operations Manager	1.00	1.00	1.00	1.00
Senior Administrative Services Assistant	1.00	1.00	1.00	1.00
Senior Custodian	1.00	1.00	1.00	-
Senior Equipment Mechanic	1.00	1.00	1.00	1.00
Senior Facilities Maintenance Specialist	1.00	0.50	1.00	0.50
Senior Maintenance Worker	1.00	1.00	1.00	1.00
Senior Utility Worker	5.00	5.00	5.00	5.00
Source Control Supervisor	1.00	1.00	1.00	1.00
Street Sweeper Operator	1.00	1.00	1.00	1.00
Treatment Plant Operator I/II	4.00	4.00	4.00	4.00
Utility Maintenance Supervisor	3.00	3.00	3.00	3.00
Utility Operations Manager	1.00	1.00	1.00	1.00
Utility Operations Supervisor	2.00	2.00	2.00	2.00
Utility Worker I/II	12.50	12.50	12.50	12.50
Wastewater Technician	1.00	-	-	-
Infiltration & Inflow Coordinator	-	1.00	1.00	1.00
Water Quality Supervisor	1.00	1.00	1.00	1.00
Water Quality Technician	2.00	2.00	2.00	2.00
Water System Specialist	1.00	1.00	1.00	1.00
City Engineer / Deputy Public Works Director	1.00	1.00	1.00	1.00
Deputy City Engineer	1.00	1.00	1.00	1.00
Assistant Engineer I/II	1.00	1.00	-	1.00
Associate Civil Engineer	2.00	2.00	2.00	2.00
Engineering Technician I/II	4.00	3.00	3.00	2.00
Traffic Engineering Analyst	-	1.00	1.00	1.00
Project Manager	1.00	1.00	1.00	1.00
Administrative Technician I/II	1.00	1.00	1.00	1.00
Total	<u>76.00</u>	<u>72.00</u>	<u>74.00</u>	<u>69.00</u>
COMMUNITY DEVELOPMENT				
Community Development Director	1.00	1.00	1.00	1.00
Associate Planner	1.00	1.00	1.00	1.00
Principal Planner	1.00	1.00	1.00	1.00
Senior Administrative Assistant	1.00	1.00	0.75	0.75
Senior Planner	2.00	2.00	2.00	2.00
Total	<u>6.00</u>	<u>6.00</u>	<u>5.75</u>	<u>5.75</u>

Full-Time Equivalent Positions by Department



	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Budget</u>	<u>Revised</u> <u>2014-15</u> <u>Budget</u>
BUILDING				
Administrative Services Assistant - Permit Specialist	1.00	1.00	1.00	1.00
Building Inspector I/II	2.00	2.00	2.00	2.00
Chief Building Official / Deputy Director of Community Development	1.00	1.00	1.00	1.00
Code Enforcement Program Manager	1.00	1.00	1.00	1.00
Deputy Building Official	1.00	-	-	-
Plans Examiner / Senior Building Inspector	-	1.00	1.00	1.00
Project Manager (Housing)	1.00	1.00	1.00	1.00
Total	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>
TOTAL	<u>271.51</u>	<u>277.46</u>	<u>272.61</u>	<u>272.61</u>

Full-Time Equivalent Positions by Department



Summary of Changes:

FY 2013-14 Adopted Budget Total	275.46
Increase in Police	2.00
Decrease in Fire	(1.00)
FY 2013-14 Actual FTE Total	276.46
Decrease in City Manager	(1.00)
Increase in City Attorney	1.00
Decrease in Police	(1.60)
Decrease in Fire	(1.00)
Increase in Parks & Recreation	1.00
Decrease in Public Works	(2.00)
Decrease in Community Development	(7.25)
Increase in Building & Housing	<u>7.00</u>
FY 2014-15 Adopted Budget Total	<u><u>272.61</u></u>

Recap of Funds - FY 2013/14



Fund Description	Beginning Working Capital	Projected Revenues	Transfers In	Operating Budgets	Debt Serv	Projects	Reserves	Transfers Out	Ending Working Capital
CITY FUNDS									
General	1,926,333	22,078,501	3,362,331	25,464,507	151,565	398,625	0	101,690	1,250,778
Measure "O"	8,511	4,076,000	0	453,179	215,490	0	0	3,407,331	8,511
Econ Dev/Revolving Loan	194,112	40,000	0	28,041	0	0	0	0	206,071
Gas Tax	969,219	2,571,347	0	730,697	0	1,939,087	0	0	870,782
Habitat Acq. & Rest.	(76,963)	0	0	0	0	0	0	0	(76,963)
Environmental Programs	(1,852)	95,000	0	72,026	0	0	0	0	21,122
Police Special Revenue	268,068	739,346	4,000	566,929	0	0	0	0	444,485
Parking Fund	50,146	177,100	0	155,784	24,936	14,823	0	0	31,703
Capital Improvements	3,676	0	0	0	0	0	0	0	3,676
Demolition Projects	(804,093)	0	0	0	0	175,000	0	0	(979,093)
Airport	120,387	0	0	80,024	0	0	0	0	40,363
Haz/Mat Response	178,761	51,908	0	44,337	0	0	0	0	186,332
CPR Fund	22,973	20,000	0	16,785	0	0	0	0	26,188
CDBG - Housing	382,151	0	0	0	0	0	0	0	382,151
CDBG - T & P	(21,355)	80,000	0	80,000	0	0	0	0	(21,355)
HOME Program	909,904	935,250	0	5,000	0	0	0	0	1,840,154
Housing	107,001	0	0	0	0	0	0	0	107,001
Rental Rehab/Housing	105,966	0	0	0	0	0	0	0	105,966
Cal Home Grant Fund	103,003	0	0	7,200	0	0	0	0	95,803
City Housing - Low/Mod	743,492	0	0	110,365	0	0	0	0	633,127
Water	14,873,990	7,182,049	0	5,770,223	1,771,848	3,485,108	0	35,000	10,993,860
Wastewater	15,157,732	14,836,519	12,764,710	6,309,090	1,296,277	14,355,046	0	12,799,710	7,998,838
Transit	226,874	2,682,191	0	2,601,816	0	0	0	0	307,249
Humboldt Bay	(608,943)	911,014	0	751,891	284,745	0	50,000	0	(784,565)
Building	(77,487)	713,500	192,690	990,053	0	3,453	0	0	(164,803)
Golf Course	207,746	25,407	0	9,065	0	15,000	0	0	209,088
Equipment Operations	1,581,350	1,683,623	0	2,088,989	0	0	0	0	1,175,984
Risk Management	(642,252)	1,758,592	0	1,798,988	0	0	0	0	(682,648)
Information Technology Oper	283,198	951,783	0	1,101,232	60,396	0	0	0	73,353
Internal Operations	(231,502)	3,382,189	20,000	3,224,128	0	74,370	0	0	(127,811)
F & P Retirement	57,961	427,179	0	439,364	0	0	0	0	45,776
	<u>36,018,107</u>	<u>65,418,498</u>	<u>16,343,731</u>	<u>52,899,713</u>	<u>3,805,257</u>	<u>20,460,512</u>	<u>50,000</u>	<u>16,343,731</u>	<u>24,221,123</u>
SUCCESSOR AGENCY / ERA FUNDS									
Successor Agency-Debt Svc	2,185,390	0	0	84	0	0	0	0	2,185,306
Successor Agency-Cap Proj	415,914	0	0	0	0	47,401	0	0	368,513
Successor Agency- Econ Dev /	24,194	250,000	0	250,000	0	0	0	0	24,194
	<u>2,625,498</u>	<u>250,000</u>	<u>0</u>	<u>250,084</u>	<u>0</u>	<u>47,401</u>	<u>0</u>	<u>0</u>	<u>2,578,013</u>
TOTAL - ALL FUNDS	<u><u>38,643,605</u></u>	<u><u>65,668,498</u></u>	<u><u>16,343,731</u></u>	<u><u>53,149,797</u></u>	<u><u>3,805,257</u></u>	<u><u>20,507,913</u></u>	<u><u>50,000</u></u>	<u><u>16,343,731</u></u>	<u><u>26,799,136</u></u>

Recap of Funds - FY 2014/15



Fund Description	Beginning Working Capital	Projected Revenues	Transfers In	Operating Budgets	Debt Serv	Projects	Reserves	Transfers Out	Ending Working Capital
CITY FUNDS									
General	1,250,778	22,282,330	3,725,523	25,398,319	151,565	600,000	0	0	1,108,747
Measure "O"	8,511	4,124,000	0	397,446	129,542	0	0	3,605,523	0
Econ Dev/Revolving Loan	206,071	524,336	0	470,800	0	0	0	0	259,607
Gas Tax	870,782	2,582,929	0	804,727	0	1,932,476	0	0	716,508
Habitat Acq. & Rest.	(76,963)	256,000	0	0	0	263,310	0	0	(84,273)
Environmental Programs	21,122	95,050	0	73,882	0	0	0	0	42,290
Police Special Revenue	444,485	388,545	0	1,005,802	0	0	0	0	(172,772)
Parking Fund	31,703	175,000	0	143,442	0	15,000	0	0	48,261
Capital Improvements	3,676	0	0	0	0	0	0	0	3,676
Demolition Projects	(979,093)	325,000	0	0	0	50,000	0	0	(704,093)
Airport	40,363	23,300	0	63,006	0	0	0	0	657
Haz/Mat Response	186,332	51,908	0	57,945	0	0	0	0	180,295
CPR Fund	26,188	20,000	0	11,512	0	0	0	0	34,676
CDBG - Housing	382,151	47,000	0	367,350	0	0	0	0	61,801
CDBG - T & P	(21,355)	1,100,000	0	80,000	0	0	0	0	998,645
HOME Program	1,840,154	50,000	0	873,750	0	0	0	0	1,016,404
Housing	107,001	0	0	34,950	0	0	0	0	72,051
Rental Rehab/Housing	105,966	0	0	100,000	0	0	0	0	5,966
Cal Home Grant Fund	95,803	0	0	72,840	0	0	0	0	22,963
City Housing - Low/Mod	633,127	0	0	240,861	0	0	0	0	392,266
Water	10,993,860	7,225,350	0	5,512,638	1,766,527	415,424	0	60,000	10,464,621
Wastewater	7,998,838	11,029,319	773,433	6,247,693	1,298,620	8,779,814	0	833,433	2,642,030
Transit	307,249	1,742,166	0	1,746,178	0	0	0	0	303,237
Humboldt Bay	(784,565)	948,293	0	703,797	282,826	0	0	0	(822,895)
Building	(164,803)	839,000	0	949,756	0	0	0	0	(275,559)
Golf Course	209,088	25,000	0	8,776	0	119,592	0	0	105,720
Equipment Operations	1,175,984	1,493,345	0	2,030,764	0	0	0	0	638,565
Risk Management	(682,648)	1,898,512	0	1,902,611	0	0	0	0	(686,747)
Information Technology Ope	73,353	1,295,651	0	1,062,224	60,402	0	0	0	246,378
Internal Operations	(127,811)	3,070,067	0	3,141,299	0	113,000	0	0	(312,043)
F & P Retirement	45,776	397,446	0	405,533	0	0	0	0	37,689
	<u>24,221,123</u>	<u>62,009,547</u>	<u>4,498,956</u>	<u>53,907,901</u>	<u>3,689,482</u>	<u>12,288,616</u>	<u>0</u>	<u>4,498,956</u>	<u>16,344,671</u>
SUCCESSOR AGENCY FUNDS									
Successor Agency-Debt Svc	2,185,306	2,603,058	0	84	2,579,604	0	0	0	2,208,676
Successor Agency-Cap Proj	368,513	0	0	4	0	103,394	0	0	265,115
Successor Agency- Econ De	24,194	250,000	0	250,000	0	0	0	0	24,194
	<u>2,578,013</u>	<u>2,853,058</u>	<u>0</u>	<u>250,088</u>	<u>2,579,604</u>	<u>103,394</u>	<u>0</u>	<u>0</u>	<u>2,497,985</u>
TOTAL - ALL FUNDS	<u><u>26,799,136</u></u>	<u><u>64,862,605</u></u>	<u><u>4,498,956</u></u>	<u><u>54,157,989</u></u>	<u><u>6,269,086</u></u>	<u><u>12,392,010</u></u>	<u><u>0</u></u>	<u><u>4,498,956</u></u>	<u><u>18,842,656</u></u>

Section C
Program Summaries

Program Summaries



OVERVIEW

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

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

Each operating program narrative provides the following information:

- A. Program Title - The function, department responsible for program administration, program name, and account information.
- B. Program Description - Narrative description of program operations.
- C. Program Cost - Expenditure information is provided for the last completed fiscal year (2012-13) and the 2013-14 budget and estimated actual, as well as the proposed amount for the fiscal year covered by the 2014-15 annual budget. Program costs are divided into four categories.
 - 1. Salaries and Benefits - All costs associated with City personnel, including salaries as well as benefits.
 - 2. Materials and Services - All expenditures related to contract services, and the purchase of supplies, tools, utilities, and other operating expenditures.
 - 3. Capital Outlay - All acquisitions or projects with a life in excess of one year. Capital outlay projects are not included in the Capital Improvement Plan (CIP) section.
 - 4. Capital Lease - Expenditures related to the periodic payments to the lessor for the use of the lease-financed capital asset.
- D. Staffing Summary - This section provides the number of authorized regular positions allocated to this program along with the number of requested positions for 2014-15.
- E. Service Level Changes - Details any projected changes in program service levels for the budget year.
- F. 2014-15 Program Goals and Objective – Program goals & objectives are described in this section.
- G. Program Measures – Measures of output, efficiency or outcome, if applicable, for each program.

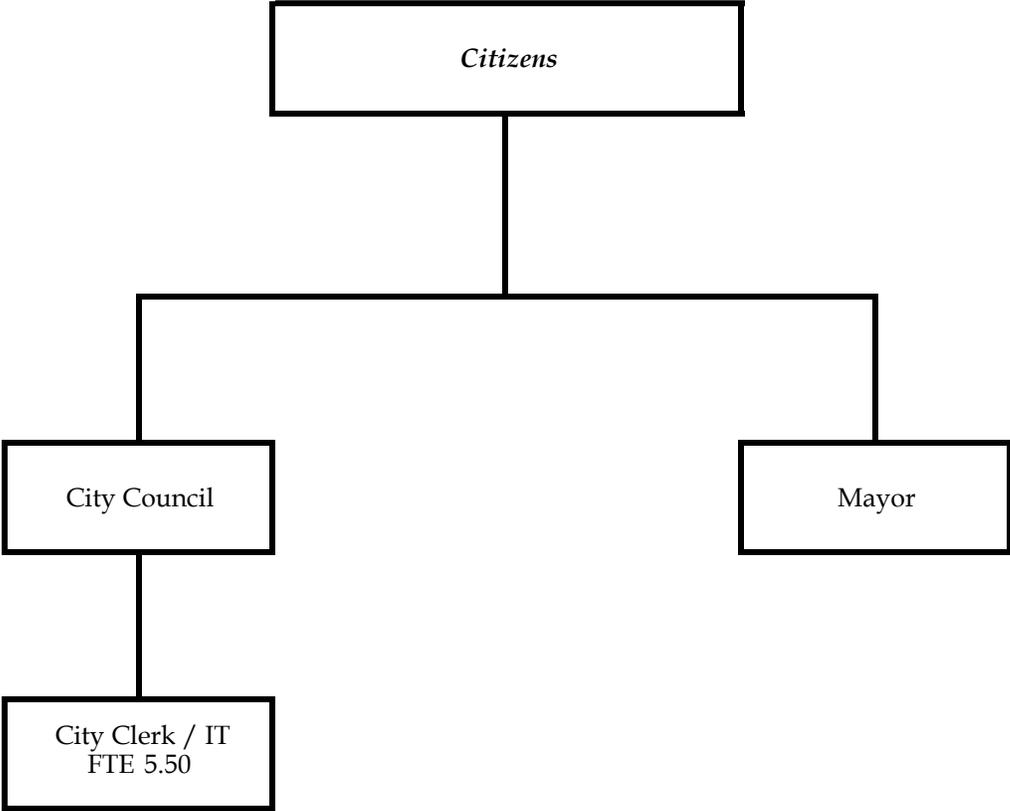
Allocated Costs



A cost allocation process is utilized to reimburse the internal service funds for the costs of general government services rendered and various non-departmental items such as insurance, information technology (IT), communication costs, equipment and building usage and building maintenance. The allocation process is based on the estimated actuals for the current fiscal year. Thus the allocations included in the current budget for the 2014-15 fiscal year are based on transactions within the 2013-14 fiscal year.

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

1. Once an internal service fund is allocated out it is removed from subsequent allocation calculations.
2. Expenditures that benefit all departments and/or funds such as liability insurance, IT, communication costs, facilities maintenance, and fleet lease are allocated to the respective departments according to usage. General liability insurance is allocated based on budgeted expenditures for each department. IT and communications costs are allocated according to number of phone lines, cell phones, and computers. Facilities maintenance is allocated per custodial square footage. Fleet lease is based on historical usage.
3. Property insurance is allocated based on total square footage.
4. Administrative services costs are allocated to all departments and funds according to services provided, including payroll, personnel, purchasing, accounting, data processing and other activities. Non-departmental costs are also included. Allocations are based on the number of employees within a department.
5. General Government departments including City Council, Mayor, City Manager, City Clerk, and City Attorney, are allocated out based on the number of Agenda Bill staff reports processed.



Mission.

Establish policy, approve programs and oversee the financial affairs of the City to govern the City of Eureka.



DEPARTMENT DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
EXPENDITURES BY PROGRAM:				
City Council	\$ 157,612	\$ 121,214	\$ 116,152	\$ 127,187
Mayor	27,658	30,331	29,714	30,811
Total	<u>\$ 185,270</u>	<u>\$ 151,545</u>	<u>\$ 145,866</u>	<u>\$ 157,998</u>

EXPENDITURES BY CATEGORY:				
Salaries and Benefits	\$ 88,581	\$ 98,005	\$ 92,351	\$ 99,106
Services and Supplies	44,554	53,540	53,515	58,892
Capital Outlay	52,135	-	-	-
Total	<u>\$ 185,270</u>	<u>\$ 151,545</u>	<u>\$ 145,866</u>	<u>\$ 157,998</u>

REVENUES BY FUND:				
Internal Operations	\$ 185,270	\$ 151,545	\$ 145,866	\$ 157,998
Redevelopment Administration	-	-	-	-
Total	<u>\$ 185,270</u>	<u>\$ 151,545</u>	<u>\$ 145,866</u>	<u>\$ 157,998</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
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PERSONNEL:

None.

General Government

DEPARTMENT: Legislative

FUND: General Fund
Internal Operations
Redevelopment Administration



PROGRAM: City Council

ACCOUNT: 41100

PROGRAM DESCRIPTION:

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

	<u>2013-14 Actual</u>	<u>2014-15 Amended Budget</u>	<u>2014-15 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 68,157	\$ 75,898	\$ 70,861	\$ 76,510
Services and Supplies	37,320	45,316	45,291	50,677
Capital Outlay	52,135	-	-	-
Total Expenditures	<u>\$ 157,612</u>	<u>\$ 121,214</u>	<u>\$ 116,152</u>	<u>\$ 127,187</u>
REVENUES BY FUND				
General Fund	\$ -	\$ -	\$ -	\$ -
Internal Operations	157,612	121,214	116,152	127,187
Redevelopment Administration	-	-	-	-
Total	<u>\$ 157,612</u>	<u>\$ 121,214</u>	<u>\$ 116,152</u>	<u>\$ 127,187</u>

General Government

DEPARTMENT: Legislative

FUND: General Fund
Internal Operations
Redevelopment Administration



PROGRAM: City Council

ACCOUNT: 41100

PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

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

PERFORMANCE MEASURES:

Program/Service Outcomes: (objectives based)	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2014-15 Budget
Represent the City on local/regional/state-boards/commissions	Yes	Yes	Yes	Yes
Provide open public meetings	100%	100%	100%	100%
Participate in team development to establish/update goals	Yes	Yes	Yes	Yes
Program/Service Outputs: (product based)	2013-14 Actual	2014-15 Budget	2014-15 Estimated	2014-15 Budget
Representation on local/state boards/commissions	30	31	35	35
Regular City Council/Redevelopment Agency meetings	23	24	24	24
Special City Council/Redevelopment Agency meetings	12	13	14	12
Ordinances adopted	16	16	10	16
Resolutions adopted	66	57	66	69
Estimated Council agenda items considered	229	367	355	412

General Government

DEPARTMENT: Legislative

FUND: General Fund
Internal Operations
Redevelopment Administration



PROGRAM: Mayor

ACCOUNT: 41300

PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 20,424	\$ 22,107	\$ 21,490	\$ 22,596
Services and Supplies	7,234	8,224	8,224	8,215
Total Expenditures	<u>\$ 27,658</u>	<u>\$ 30,331</u>	<u>\$ 29,714</u>	<u>\$ 30,811</u>
REVENUES BY FUND				
Internal Operations	\$ 27,658	\$ 30,331	\$ 29,714	\$ 30,811
Redevelopment Administration	-	-	-	-
Total	<u>\$ 27,658</u>	<u>\$ 30,331</u>	<u>\$ 29,714</u>	<u>\$ 30,811</u>

General Government

DEPARTMENT: Legislative

FUND: General Fund
Internal Operations
Redevelopment Administration



PROGRAM: Mayor

ACCOUNT: 41300

PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

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

PERFORMANCE MEASURES:

Program/Service Outcomes: (objectives based)	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Budget
Represent the City on local/regional/state boards/commissions	Yes	Yes	Yes	Yes
Provide open public meetings	100%	100%	100%	100%
Appoint citizen volunteers to advisory boards/commission/committees	Yes	Yes	Yes	Yes
Participate in team development to establish/update goals	Yes	Yes	Yes	Yes
Program/Service Outputs: (product based)	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Target
Representation on local/state boards/commissions	3	4	4	4
Regular City Council/Redevelopment Agency meetings	23	24	24	24
Special City Council/Redevelopment Agency meetings	12	13	14	12
Citizen advisory board/commissioners appointed	20	20	30	24

Department Summary

City Clerk / CIO



DEPARTMENT DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
EXPENDITURES BY PROGRAM:				
City Clerk	\$ 219,053	\$ 250,168	\$ 278,901	\$ 320,546
Information Technology Operations	984,960	998,158	1,101,232	1,062,224
Risk Management - Liability	842,730	829,510	890,000	975,000
Risk Management - Workers Comp	882,853	778,988	778,988	780,163
Risk Management - Employee Benefits	132,153	130,000	130,000	147,448
Total	\$ 3,061,749	\$ 2,986,824	\$ 3,179,121	\$ 3,285,381

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 451,828	\$ 513,494	\$ 567,940	\$ 502,254
Services and Supplies	2,427,884	2,226,180	2,366,781	2,535,027
Capital Outlay	182,037	247,150	244,400	248,100
Total	\$ 3,061,749	\$ 2,986,824	\$ 3,179,121	\$ 3,285,381

REVENUES BY FUND:

Internal Operations	\$ 219,053	\$ 250,168	\$ 278,901	\$ 320,546
Information Technology Operations	984,960	998,158	1,101,232	1,062,224
Risk Management Fund	1,857,736	1,738,498	1,798,988	1,902,611
Total	\$ 3,061,749	\$ 2,986,824	\$ 3,179,121	\$ 3,285,381

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
PERSONNEL:			
Full-time Positions	4.50	5.50	5.50
Total	4.50	5.50	5.50

General Government

DEPARTMENT: City Clerk / CIO

FUND: General Fund
Internal Operations



PROGRAM: City Clerk

ACCOUNT: 41420

PROGRAM DESCRIPTION:

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

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 148,732	\$ 165,389	\$ 194,122	\$ 201,034
Services and Supplies	69,398	84,779	84,779	119,512
Capital Outlay	923	-	-	-
Total Expenditures	<u>\$ 219,053</u>	<u>\$ 250,168</u>	<u>\$ 278,901</u>	<u>\$ 320,546</u>

REVENUES BY FUND				
Internal Operations	\$ 219,053	\$ 250,168	\$ 278,901	\$ 320,546
Total	<u>\$ 219,053</u>	<u>\$ 250,168</u>	<u>\$ 278,901</u>	<u>\$ 320,546</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
City Clerk	1.00	1.00	1.00
Executive Assistant	0.50	0.50	-
Executive Assistant / Deputy City Clerk	-	-	0.50
Total	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>

SERVICE LEVEL CHANGES:

None.

General Government

DEPARTMENT: City Clerk / CIO

FUND: General Fund
Internal Operations



PROGRAM: City Clerk

ACCOUNT: 41420

PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

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

PERFORMANCE MEASURES:

Program/Service Outcomes: (objectives based)	2012-13 Actual	2013-14 Budget	2013-14 Estimated	2014-15 Budget
Provide Council/Agency agendas in adherence to Brown Act	100%	100%	100%	100%
Provide media broadcasting of regular Council/Agency meetings	100%	100%	100%	100%
Provide timely access to public records	Yes	Yes	Yes	Yes
Provide for timely updates and access to the Municipal Code	Yes	Yes	Yes	Yes
Upgrade media broadcasting system	Yes	Yes	Yes	Yes
Provide election and filing officer services	Yes	Yes	Yes	Yes
Provide voter outreach services	Yes	Yes	Yes	Yes
Participate in team development with Council/Staff	Yes	Yes	Yes	Yes

General Government

DEPARTMENT: City Clerk / CIO

FUND: General Fund
Internal Operations



PROGRAM: City Clerk

ACCOUNT: 41420

PERFORMANCE MEASURES - (continued):				
Program/Service Outputs: (product based)	2012-13 Actual	2013-14 Budget	2013-14 Estimated	2014-15 Budget
Regular City Council Meetings	23	24	24	24
Special City Council Meetings	12	13	14	12
Ordinances adopted	16	16	14	14
Resolutions	66	6	66	65
Nomination Papers		57	0	5
Campaign Statements	3	15	35	5
FPPC and Conflict of Interest Code Statements	55	50	63	60
Petitions - Informal	1	1	0	1
Petitions - Formal		2	1	1
Claims for Damages	30	36	30	30
Citizen advisory board/commissions processed	20	20	30	25
Perform inventory of historical records-Phase 1	10%	75%	100%	N/A

Information Technology



DEPARTMENT: City Clerk / CIO

FUND: Information Technology Operations

PROGRAM: Information Technology Operations

ACCOUNT: 41435

COUNCIL GOALS SUPPORTED:

BECOME THE INFORMATION TECHNOLOGY CAPITOL OF THE REGION

Supporting Program Goal:

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

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Maintain 99.5% uptime on City's network	Yes	Yes	Yes	Yes
Establish and maintain technology standards	Yes	Yes	Yes	Yes
Manage and maintain the integrity of the City's information assets	Yes	Yes	Yes	Yes
Update security measures as changes in the information technology industry necessitates	Yes	Yes	Yes	Yes
Plan and implement infrastructure upgrades to support current and future information requirements and facilitate the ever growing and changing needs and projects proposed by City staff	Yes	No	Yes	Yes

Supporting Program Goal:

PLAN AND PREPARE FOR FUTURE NEEDS AND DEMANDS OF INFORMATION SERVICES

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Monitor replacement of computer equipment	Yes	Yes	Yes	Yes
Work with departments to understand their work processes and requirements	Yes	Yes	Yes	Yes
Adjust operating fund transfers in response to current and future needs	Yes	Yes	Yes	Yes
Maintain existing information assets through licensing, maintenance agreements, version upgrades and routine maintenance procedures	Yes	Yes	Yes	Yes
Plan for change through research, training and professional development	Yes	Yes	Yes	Yes
Manage change through infrastructure, hardware, and software life-cycle planning, implementation and maintenance	Yes	No	Yes	Yes
Conduct copier/printer analysis	N/A	Began	Completed	N/A

Information Technology



DEPARTMENT: City Clerk / CIO

FUND: Information Technology Operations

PROGRAM: Information Technology Operations

ACCOUNT: 41435

Supporting Program Goal:
MAINTAIN DATABASE FOR MONITORING ALL PROBLEMS REPORTED

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Develop and offer numerous avenues for communication and problem resolution	Yes	Yes	Yes	Yes
Problem review and analysis initiated within a 60 minute period	90%	90%	75%	90%

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

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Evaluate performance of existing solutions and utilize available resources to improve performance and minimize costs	Yes	Yes	Yes	Yes
Identify and recommend solutions to protect and preserve City information assets and investments	Yes	Yes	Yes	Yes

Information Technology



DEPARTMENT: City Clerk / CIO

FUND:

Information
Technology
Operations

PROGRAM: Information Technology Operations

ACCOUNT:

41435

PERFORMANCE MEASURES:

Program/Service Outputs: (goods, services, units produced)	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Budget
Centrex lines supported	450	450	450	450
Alarm lines/non-Centrex lines/pay phones supported	75	75	75	75
Voice mailboxes supported	220	220	220	220
Cell phones supported	N/A	175	220	240
Software applications supported	260	260	260	260
PC's/Workstations supported	240	260	285	300
Network users supported	260	260	260	260
System backups done daily	365	366	366	365
E-mail addresses supported	415	415	415	415
Hardware and software support request	2,500	2,500	2,500	2,500
Hardware replaced or recycled	100	100	100	100
Copies made on site	600,000	500,000	370,000	400,000
Pieces of first class mail processed	190,000	180,000	180,000	190,000

General Government

DEPARTMENT: City Clerk / CIO
PROGRAM: Liability Risk Management

FUND: Risk Management
ACCOUNT: 41412



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Services and Supplies	\$ 842,730	\$ 829,510	\$ 890,000	\$ 975,000
Total Expenditures	<u>\$ 842,730</u>	<u>\$ 829,510</u>	<u>\$ 890,000</u>	<u>\$ 975,000</u>

PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

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

PERFORMANCE MEASURES:

Program/Service Outcomes: (Objectives based)	<u>2012-13 Actual</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Provide consistent and accurate information and requirements to reduce liability exposure.	Yes	Yes	Yes
Develop and maintain shared database of insurance documents	N/A	Yes	Yes

General Government

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

FUND: Risk Management
ACCOUNT: 41413



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Services and Supplies	\$ 882,853	\$ 778,988	\$ 778,988	\$ 780,163
Total Expenditures	<u>\$ 882,853</u>	<u>\$ 778,988</u>	<u>\$ 778,988</u>	<u>\$ 780,163</u>

PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

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

PERFORMANCE MEASURES:

Program/Service Outcomes: (Objectives based)	<u>2012-13 Actual</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Develop and maintain risk management procedures manual	NA	Yes	Yes
Develop and maintain shared database of insurance documents	Yes	Yes	Yes

General Government

DEPARTMENT: City Clerk / CIO
PROGRAM: Employee Benefits

FUND: Risk Management
ACCOUNT: 41415



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Services and Supplies	\$ 132,153	\$ 130,000	\$ 130,000	\$ 147,448
Total Expenditures	<u>\$ 132,153</u>	<u>\$ 130,000</u>	<u>\$ 130,000</u>	<u>\$ 147,448</u>

PROGRAM GOALS:

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

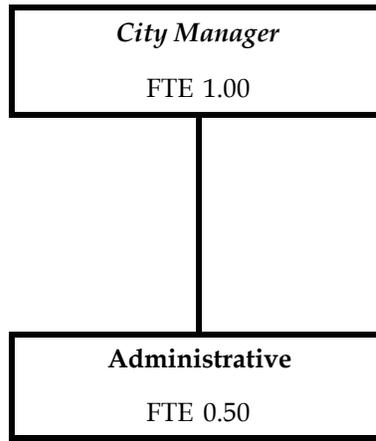
PROGRAM OBJECTIVES:

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

PERFORMANCE MEASURES:

Program/Service Outcomes: (Objectives based)	<u>2012-13 Actual</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Effectively administer benefit programs	Yes	Yes	Yes

City Manager Department



Mission .

Responsible for the overall management and administration of the City of Eureka, based upon the City Charter and the policy directions provided by the City Council.

Department Summary

City Manager



DEPARTMENT DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
EXPENDITURES BY PROGRAM:				
City Manager	\$ 529,302	\$ 347,677	\$ 199,492	\$ 294,407
Economic Development	336,944	906,965	211,288	505,422
Total	\$ 866,246	\$ 1,254,642	\$ 410,780	\$ 799,829

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 553,330	\$ 478,219	\$ 249,074	\$ 252,038
Services and Supplies	309,001	776,423	161,543	547,791
Capital Outlay	3,915	-	163	-
Total	\$ 866,246	\$ 1,254,642	\$ 410,780	\$ 799,829

REVENUES BY FUND:

General Fund	\$ 95,644	\$ 338,754	\$ 183,247	\$ 34,622
Internal Operations Fund	529,302	347,677	199,492	294,407
General Fund	32,996	58,000	28,041	87,800
General Fund	-	-	-	-
Internal Operations Fund	208,304	510,211	-	383,000
Total	\$ 866,246	\$ 1,254,642	\$ 410,780	\$ 799,829

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
PERSONNEL:			
Full-time Positions	3.50	4.50	3.50
Total	3.50	4.50	3.50

General Government

DEPARTMENT: City Manager
PROGRAM: City Manager

FUND: Internal Operations Fund
ACCOUNT: 41400



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 458,031	\$ 289,465	\$ 141,117	\$ 252,038
Services and Supplies	67,356	58,212	58,212	42,369
Capital Outlay	3,915	-	163	-
Total Expenditures	\$ 529,302	\$ 347,677	\$ 199,492	\$ 294,407

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
REVENUES BY FUND				
Internal Operations Fund	\$ 529,302	\$ 347,677	\$ 199,492	\$ 294,407
Total	\$ 529,302	\$ 347,677	\$ 199,492	\$ 294,407

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
City Manager	1.00	1.00	1.00
Executive Assistant	0.50	0.50	0.50
Assistant City Manager - Operations	1.00	1.00	1.00
Development Project Manager	-	1.00	-
Total	2.50	3.50	2.50

SERVICE LEVEL CHANGES:

Development Project Manager position eliminated.

General Government

DEPARTMENT: City Manager
PROGRAM: City Manager

FUND: Internal Operations
ACCOUNT: 41400



PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

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

PERFORMANCE MEASURES:

Program/Service Outputs: (goods, services, units produced)	2012-13	2013-14	2014-15
	Actual	Actual	Budget
Update visioning document on an annual basis	1	1	1
Management team meetings	24	24	24
Neighborhood meetings	10	10	10
Meetings with local business	10	10	10
Meetings with CAO/City Managers	12	12	12
Employee Recognition Dinner	1	1	1
Quarterly Reports	4	4	4
Monthly What's News	12	12	12

General Government

DEPARTMENT: City Manager

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



PROGRAM: Economic Development

ACCOUNT: 46510

PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 95,299	\$ 188,754	\$ 107,957	\$ -
Services and Supplies	241,645	718,211	103,331	505,422
Total Expenditures	\$ 336,944	\$ 906,965	\$ 211,288	\$ 505,422

REVENUES BY FUND

General Fund	\$ 95,644	\$ 338,754	\$ 183,247	\$ 34,622
HUD/CDBG Prior Fund	32,996	58,000	28,041	87,800
RLF Economic Development PI	-	-	-	-
Economic Development Fund-TPA	208,304	510,211	-	383,000
Total Resources	\$ 336,944	\$ 906,965	\$ 211,288	\$ 505,422

General Government

DEPARTMENT: City Manager

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



PROGRAM: Economic Development

ACCOUNT: 46510

	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Project Manager	1.00	1.00	1.00
Total	1.00	1.00	1.00

SERVICE LEVEL CHANGES:

None.

COUNCIL GOALS SUPPORTED:

WORK UNDER THE PRINCIPLES OF PROSPERITY! AND SUPPORT HUMBOLDT COUNTY'S IDENTIFIED INDUSTRY CLUSTERS				
	2012-13	PERFORMANCE MEASURES:		
<u>Supporting Departmental Objectives</u>	<u>Actual</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>
		<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Attend and participate in planning meetings	15	17	5	15
Market to companies in the industry clusters	75%	80%	N/A	80%
FOCUS ON ECONOMIC DEVELOPMENT ACTIVITIES WHICH ATTRACTS, EXPANDS, AND RETAINS BUSINESSES AND SERVICES THAT MAINTAIN OUR QUALITY OF LIFE IN HUMBOLDT COUNTY				
	2012-13	PERFORMANCE MEASURES:		
<u>Supporting Departmental Objectives</u>	<u>Actual</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>
		<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Business Loans Processed	0	1	1	1
Business Meetings	25	25	36	25
Harbor Dist ED, Art & Culture				
Attend CAEZ Quarterly Board Meetings	5	5	N/A	N/A
Enterprise Zone Expansion	N/A	100%	N/A	N/A
Business Licenses waived	110	125	125	N/A
Hiring Tax Credit Vouchers Issued	1052	1000	923	N/A
Marketing Ads Placed	5	3	3	2
Presentations to Local Business Groups	4	5	5	5
Market/administer State & Federal Programs				
Enterprise Zone	100%	100%	100%	N/A
CDBG	100%	100%	100%	100%
EDA	100%	100%	100%	100%
Industrial Development Bonds	100%	100%		
Foreign Trade Zone	100%	100%	100%	100%

General Government

DEPARTMENT: City Manager

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



PROGRAM: Economic Development

ACCOUNT: 46510

Attend Upstate Board Meetings	4	4	3	N/A
Attend Eureka Main Street Board Meetings	9	10		
Attend North Coast SBDC Board Meetings	6	6	N/A	N/A
CALBIS/UPSTATE RFP Responses	1	1	3	2
Businesses assisted by Ombudsman	5	5	5	5
California Enterprise Development Authority Membership/Board Meetings	11	12	N/A	N/A
Business Site Visit	10	12	10	12

LEAD OUR REGION BY SUPPORTING ECONOMIC DEVELOPMENT SOLUTIONS

	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Attend Upstate Board Meetings	4	4	3	N/A
Marketing Ads Placed	5	3	3	2
Attend CALED Quarterly Board Meetings	5	5	N/A	N/A
Attend CAEZ Quarterly Board Meetings	5	5	N/A	N/A
Business Development Workshops Sponsored	4	4	4	4
Obtain Enterprise Zone Expansion		100%	N/A	N/A

ACHIEVE CONSISTENT INCREASES IN THE NUMBER OF LIVING-WAGE EMPLOYERS

	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Departmental Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Attend Upstate Board Meetings	80%	100%	100%	N/A
Marketing Ads Placed	5	3	3	2
Business Packets Distributed	51	60	60	60
Coastal Dependent Industrial ERTN	1	1	1	1
RFP's Issued	2	2	5	2
Proposals Evaluated with RAB Criteria	1	1	11	1
California Enterprise Development Authority Membership/Board Meetings	11	12	N/A	N/A

General Government

DEPARTMENT: City Manager

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

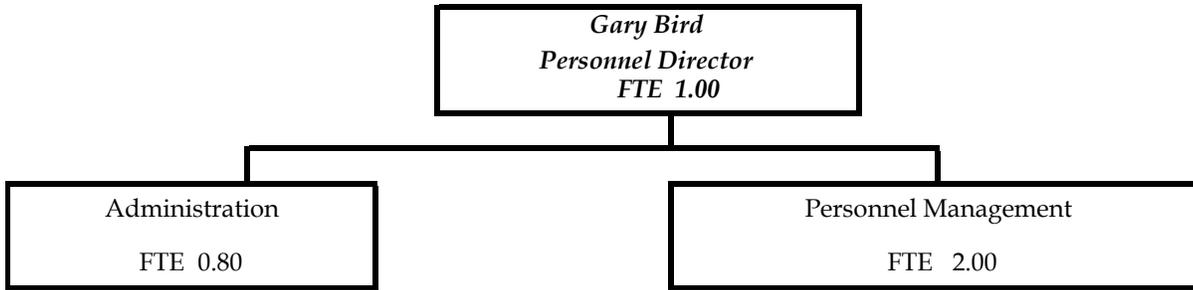


PROGRAM: Economic Development

ACCOUNT: 46510

INCREASE THE RESILIENCE OF OUR CITY BUDGET TO STATE TAKEAWAYS AND OTHER FLUCTUATIONS IN OUTSIDE FUNDING SOURCES				
	2012-13	PERFORMANCE MEASURES:		2014-15
<u>Supporting Departmental Objectives</u>	<u>Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Meetings with State/Federal Legislators/Staff	5	10	8	5
Letters to Support/Oppose Legislation	10	50	50	20
BECOME THE VISITOR-SERVING HUB OF THE REGION				
	2012-13	PERFORMANCE MEASURES:		2014-15
<u>Supporting Departmental Objectives</u>	<u>Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Marketing Ads Placed	5	3	3	2
Support the Mural Program	100%	100%	100%	100%
Provide Funding to Eureka Main Street	100%	100%	100%	100%
STAY INVOLVED CREATING STRONGER INFORMATION AND TECHNOLOGY SYSTEMS TO SUPPORT AND ENHANCE OUR LOCAL ECONOMIC DEVELOPMENT				
	2012-13	PERFORMANCE MEASURES:		2014-15
<u>Supporting Departmental Objectives</u>	<u>Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Attend Broadband Workshops	1	1	1	
Meetings with State/Federal Legislators/Staff	5	10	8	10
Meetings With CALTRANS to improve Regional Transportation	Yes	Yes	Yes	Yes
Coordinate Regional Broadband Grant	N/A	1	1	N/A
KEEP SUFFICIENT LAND AND INFRASTRUCTURE DEDICATED FOR HIGH WAGE EMPLOYERS, INCLUDING LIGHT INDUSTRY AND MANUFACTURING				
	2012-13	PERFORMANCE MEASURES:		2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Providing Access to the Following Programs	100%	100%	100%	100%
Enterprise Zone				
Business Loan				
State/Federal Loans/Grant programs				
Development Assistance Programs				

Personnel Department



Mission .

Hire, develop and retain a competent, committed and diverse workforce to provide high quality and cost-effective services to Eureka citizens; address and resolve labor relations issues; and secure compliance with safety and liability procedures.

Department Summary

Personnel



DEPARTMENT DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
EXPENDITURES BY PROGRAM:				
Personnel Management	\$ 420,601	\$ 500,395	\$ 503,294	\$ 493,247
Total	\$ 420,601	\$ 500,395	\$ 503,294	\$ 493,247

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 345,544	\$ 401,054	\$ 403,923	\$ 388,662
Services and Supplies	64,057	97,841	97,871	103,085
Capital Outlay	11,000	1,500	1,500	1,500
Total	\$ 420,601	\$ 500,395	\$ 503,294	\$ 493,247

REVENUES BY FUND:

Internal Operations	\$ 420,601	\$ 500,395	\$ 503,294	\$ 493,247
Total	\$ 420,601	\$ 500,395	\$ 503,294	\$ 493,247

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
PERSONNEL:			
Full-time Positions	3.75	3.80	3.80
Total	3.75	3.80	3.80

General Government

DEPARTMENT: Personnel
PROGRAM: Human Resources Management

FUND: Internal Operations
ACCOUNT: 41410



PROGRAM DESCRIPTION:

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

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 345,544	\$ 401,054	\$ 403,923	\$ 388,662
Services and Supplies	64,057	97,841	97,871	103,085
Capital Outlay	11,000	1,500	1,500	1,500
Total Expenditures	\$ 420,601	\$ 500,395	\$ 503,294	\$ 493,247

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Personnel Director	1.00	1.00	1.00
Personnel Analyst I/II	1.00	1.00	1.00
Senior Personnel Analyst	1.00	1.00	1.00
Senior Administrative Assistant-Confidential	0.75	0.80	0.80
Total	3.75	3.80	3.80

SERVICE LEVEL CHANGES:

None

General Government

DEPARTMENT: Personnel
PROGRAM: Human Resources Management

FUND: Internal Operations
ACCOUNT: 41410



PROGRAM GOALS:

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

Program Goals include:

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

PROGRAM OBJECTIVES:

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

General Government

DEPARTMENT: Personnel
PROGRAM: Human Resources Management

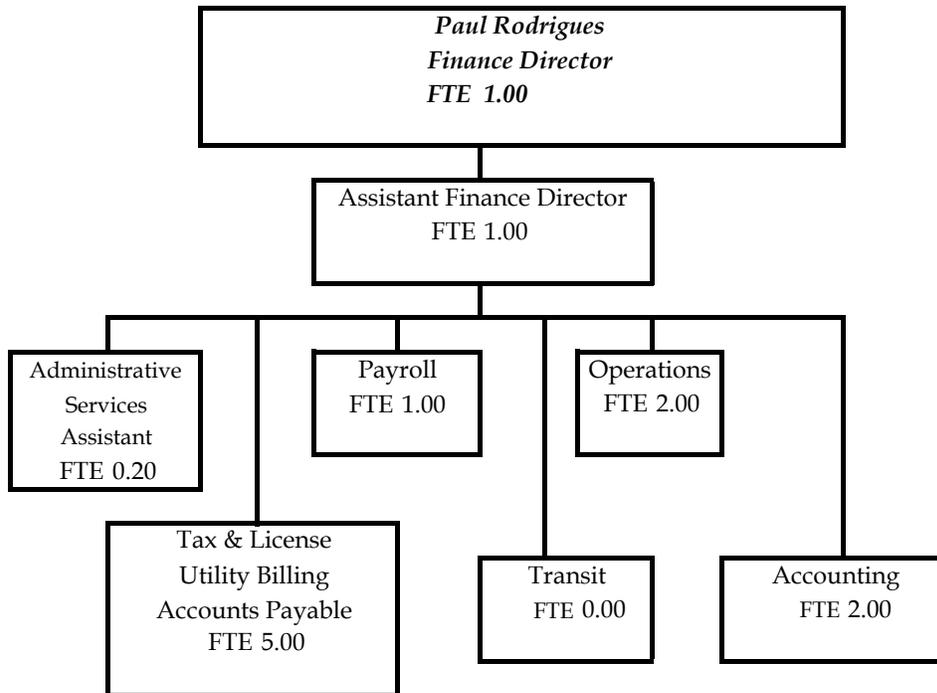
FUND: Internal Operations
ACCOUNT: 41410



PERFORMANCE MEASURES:

Program/Service Outcomes: (based on program objectives)	2012-13 Actual	2013-14 Estimated	2014-15 Budget
Perform classification and compensation analyses	Yes	Yes	Yes
Implement the Human Resources Module in Incode	Yes	Yes	Yes
Develop Personnel/Human Resources Staff	Yes	Yes	Yes
Perform streamlined recruitment and hiring processes	Yes	Yes	Yes
Perform ongoing benefits administration	Yes	Yes	Yes
Perform ongoing personnel records administration	Yes	Yes	Yes
Assess/implement options for storage of archived records	Yes	Yes	Yes
Automate records retention administration	Yes	Yes	Yes
Advance ongoing employee relation and resolutions	Yes	Yes	Yes
Promote employee team building programs	Yes	Yes	Yes
Pursue service contracts to accomplish goals when needed	Yes	Yes	Yes

Finance Department



Mission .

To manage, protect and report on the City of Eureka's financial resources to enhance the City's financial condition for our residents, and businesses.



DEPARTMENT DESCRIPTION:

The Finance Department is responsible for providing the financial management of all City funds and maintaining the fiscal integrity of the City. Major activities include: managing the City's investment portfolio; obtaining financing for capital requirements; financial analysis and reporting; budget management; revenue management, including billing and collection for utilities, licenses and other revenues; information services; purchasing; transit operations; and Successor Agency administration.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
EXPENDITURES BY PROGRAM:				
Finance	\$ 1,104,617	\$ 1,356,594	\$ 1,186,878	\$ 1,212,317
Non-Departmental	1,549,547	1,712,557	1,676,177	1,201,510
Transit - General Public	1,711,408	1,932,697	2,151,226	1,294,650
Transit - Para transit	452,917	444,077	450,590	451,528
Successor Agency	2,077,279	283,859	250,084	250,088
	<u>\$ 6,895,768</u>	<u>\$ 5,729,784</u>	<u>\$ 5,714,955</u>	<u>\$ 4,410,093</u>

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 1,125,668	\$ 1,115,933	\$ 965,047	\$ 1,016,071
Services and Supplies	5,575,767	4,096,831	3,859,908	3,394,022
Capital Outlay	194,333	517,020	890,000	-
Total Expenditures	<u>\$ 6,895,768</u>	<u>\$ 5,729,784</u>	<u>\$ 5,714,955</u>	<u>\$ 4,410,093</u>

REVENUES BY FUND

General Fund	\$ 1,262,872	\$ 1,438,798	\$ 1,381,948	\$ 1,133,430
Water	227,567	331,841	231,196	287,960
Wastewater	234,770	349,689	240,258	282,681
Transit Fund	2,164,325	2,376,774	2,601,816	1,746,178
Internal Operations Fund	928,955	948,823	1,009,653	709,756
SA Debt Service Fund-Merged Area	1,653,491	5,184	84	84
SA Capital Fund-Merged Area	96	-	-	4
SA Administration	423,692	278,675	250,000	250,000
Total Resources	<u>\$ 6,895,768</u>	<u>\$ 5,729,784</u>	<u>\$ 5,714,955</u>	<u>\$ 4,410,093</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
PERSONNEL:			
Full-time Positions	11.00	11.00	13.00
Regular Part-time Positions	0.25	1.70	0.20
Total	<u>11.25</u>	<u>12.70</u>	<u>13.20</u>

General Government

DEPARTMENT: Finance

FUND: Water
Wastewater
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

PROGRAM DESCRIPTION:

FINANCE

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

ACCOUNTING

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

OPERATIONS

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

General Government

DEPARTMENT: Finance

FUND: Water
Wastewater
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 837,240	\$ 1,089,509	\$ 915,032	\$ 970,033
Services and Supplies	267,377	267,085	271,846	242,284
Total Expenditures	\$ 1,104,617	\$ 1,356,594	\$ 1,186,878	\$ 1,212,317

REVENUES BY FUND

Low & Mod Income	\$ -	\$ -	\$ -	\$ -
Housing	-	-	-	-
Water	227,567	331,841	231,196	287,960
Wastewater	234,770	349,689	240,258	282,681
Internal Operations Fund	642,280	675,064	715,424	641,676
Redevelopment Admin	-	-	-	-
Total Resources	\$ 1,104,617	\$ 1,356,594	\$ 1,186,878	\$ 1,212,317

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Finance Director	1.00	1.00	1.00
Deputy Finance Director	-	1.00	1.00
Assistant Finance Director	1.00	-	-
Assistant to the Finance Director	-	1.00	1.00
Finance Office Supervisor	-	1.00	1.00
Accounting Supervisor	1.00	-	-
Accountant I/II	1.00	1.00	1.00
Accounting Technician II	2.00	2.00	2.00
Accounting Specialist I/II	4.00	5.00	5.00
Accounting Specialist I/II (RPT)	1.50	-	-
Senior Administrative Assistant - Confidential	0.20	0.20	0.20
Central Services Assistant	1.00	-	-
Total	12.70	12.20	12.20

SERVICE LEVEL CHANGES:

During FY13/14: Accountant II position reclassified as Assistant to the Finance Director

During FY13/14: Central Services Assistant transferred to City Clerk

General Government

DEPARTMENT: Finance

FUND: Water
Wastewater
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

COUNCIL GOAL SUPPORTED:

CONTINUED FINANCIAL STABILITY

SUPPORTING PROGRAM GOALS:

FINANCE

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Budget
Invest 90% of available cash % of total cash actively invested	93%	95%	96%	90%
Earn market rate on investments Weighted average yield on investments	0.86%	2.00%	0.72%	0.72%
Issue third party reports on time Audit opinion issued by November 15	Jun 30 est	Nov 15	Dec 15	Nov 30
Single audit opinion issued by November 15	Jun 30 est	Nov 15	Dec 15	Nov 30
Bond disclosures filed by deadline	Yes	Yes	Yes	Yes
State Controllers' Report filed by deadline	Yes	Yes	Yes	Yes

General Government

DEPARTMENT: Finance

FUND: Water
Wastewater
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

ACCOUNTING

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Budget
Receive unqualified audit opinion on CAFR	Yes	Yes	Yes	Yes
Receive a single audit opinion with no material weaknesses.	Yes	Yes	Yes	Yes

OPERATIONS

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Budget
Implement banking efficiencies				
Implement on-line bill payments	Completed	Completed	Completed	Completed
Number of utility bills paid online	582	1500	1750	2000
Process semi-monthly payroll on time				
% of Time semi monthly payroll processed on time	100%	100%	100%	100%
# of Payroll checks and direct deposits processed	10,186	10,000	9,500	10,000
# of Accounts payable checks issued	6,220	5,000	5,700	5,700

General Government

DEPARTMENT: Finance

FUND: Water
Wastewater
Internal Operations Fund



PROGRAM: Finance

ACCOUNT: 41430

OPERATIONS (Continued)	PERFORMANCE MEASURES:			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Budget
Supporting Program Objectives:				
# of Purchase Orders	1,153	1,400	1,400	1,400
Business Licenses processed	2,490	2,500	2,400	2,375
Dog licenses processed	2,469	2,400	2,900	2,900
Issue monthly statements to utility customers # of Utility statements issued	118,945	115,700	118,000	118,000

COUNCIL GOAL SUPPORTED:

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

SUPPORTING PROGRAM GOALS:

FINANCE

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Budget
Make annual review of fees & charges	Yes	Yes	Yes	Yes

General Government

DEPARTMENT: Finance

FUND: General Fund
Internal Operations



PROGRAM: Non-Departmental

ACCOUNT: 41500

PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 24,452	\$ -	\$ -	\$ -
Services and Supplies	1,520,484	1,712,557	1,676,177	1,201,510
Capital Outlay	4,611	-	-	-
Total Expenditures	<u>\$ 1,549,547</u>	<u>\$ 1,712,557</u>	<u>\$ 1,676,177</u>	<u>\$ 1,201,510</u>
REVENUES BY FUND				
General Fund	\$ 1,262,872	\$ 1,438,798	\$ 1,381,948	\$ 1,133,430
General Fund - Measure O	-	-	-	-
Internal Operations	286,675	273,759	294,229	68,080
Total	<u>\$ 1,549,547</u>	<u>\$ 1,712,557</u>	<u>\$ 1,676,177</u>	<u>\$ 1,201,510</u>

FULL TIME AND REGULAR PART-TIME POSITIONS:

None.

SERVICE LEVEL CHANGES:

None.

General Government

DEPARTMENT: Finance

FUND: General Fund
Internal Operations

PROGRAM: Non-Departmental

ACCOUNT: 41500



COUNCIL GOALS SUPPORTED:

CONTINUED FINANCIAL STABILITY

SUPPORTING PROGRAM GOALS:

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Budget
Audit compliance for:				
Property Tax	Yes	Yes	Yes	Yes
Sales Tax and Transaction and Use Tax	Yes	Yes	Yes	Yes
Transient Occupancy Tax	0	5 of 40	0	5 of 40

COUNCIL GOALS SUPPORTED:

Percentage of Local Employee Retirement System annual costs funded by the General Fund

Number of sales tax accounts retrieved and posted to the City of Eureka by outside consulting firm

Number of property tax accounts corrected and posted to the City of Eureka by outside consulting firm

STRENGTHEN NEIGHBORHOOD GROUPS DEDICATED TO COMMUNITY IMPROVEMENT

SUPPORTING PROGRAM GOALS:

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Budget
Number of community organizations supported	0	3	3	3

Transportation

DEPARTMENT: Finance
PROGRAM: Transit - General Public

FUND: Transit
ACCOUNT: 41470



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 35,428	\$ 551	\$ -	\$ -
Services and Supplies	1,486,258	1,415,126	1,261,226	1,294,650
Capital Outlay	189,722	517,020	890,000	-
Total Expenditures	<u>\$ 1,711,408</u>	<u>\$ 1,932,697</u>	<u>\$ 2,151,226</u>	<u>\$ 1,294,650</u>

FULL TIME AND REGULAR PART-TIME POSITIONS:

None.

SERVICE LEVEL CHANGES:

None.

Transportation

DEPARTMENT: Finance
PROGRAM: Transit - General Public

FUND: Transit
ACCOUNT: 41470



COUNCIL GOALS SUPPORTED:

QUALITY OF LIFE

SUPPORTING PROGRAM GOAL:

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Budget
Review contractor conformance to contract standards regarding vehicle operations, safety & reliability:	Annual	Quarterly	Quarterly	Quarterly
Monitor program operational statistics:	Monthly	Monthly	Monthly	Monthly
Program/Service Statistics:				
Cost per passenger	\$3.64	\$4.25	\$3.80	\$4.00
Cost per hour	60.94	80.00	62.00	70.00
Passengers per service hour	17	18	18	18
Total passengers	224,193	240,000	220,000	220,000
Cost per mile	5.44	7.50	6.50	7.00
Encourage ridership thru advertisement and promotion of transit services:	Monthly	Monthly	Monthly	Monthly
Hold City Council Public Hearing regarding transit unmet needs:	Annually	Annually	Annually	Annually
County-wide 5-year transit plans evaluated	Yes	Yes	Yes	Yes

Transportation

DEPARTMENT: Finance
PROGRAM: Transit - Paratransit

FUND: Transit
ACCOUNT: 41471



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Services and Supplies	\$ 452,917	\$ 444,077	\$ 450,590	\$ 451,528
Capital Outlay	-	-	-	-
Total Expenditures	<u>\$ 452,917</u>	<u>\$ 444,077</u>	<u>\$ 450,590</u>	<u>\$ 451,528</u>
		<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>

FULL TIME AND REGULAR PART-TIME POSITIONS:

None.

SERVICE LEVEL CHANGES:

None

Transportation

DEPARTMENT: Finance
PROGRAM: Transit - Paratransit

FUND: Transit
ACCOUNT: 41471



COUNCIL GOALS SUPPORTED:

QUALITY OF LIFE

SUPPORTING PROGRAM GOAL:

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

PROGRAM OBJECTIVES:

Staff has renegotiated the agreement with the Contractor for this service, in an attempt to reduce overall Paratransit costs. In 2014-15, we will continue to renegotiate the contract with the County for their share of transit operations (currently set at 27% of costs).

<u>Supporting Program Objectives:</u>	PERFORMANCE MEASURES:			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Review contractor conformance to contract standards regarding vehicle operations, safety, & reliability:	Annually	Semi-annually	Quarterly	Quarterly
Monitor program operational statistics:	Monthly	Monthly	Monthly	Monthly
Program/Service Statistics:				
Cost per mile	\$5.39	\$5.70	\$6.50	\$6.50
Cost per passenger	22.57	23.00	22.50	23.00
Cost per hour	40.42	48.00	53.00	55.00
Passengers per service hour	2	3	3	3
Total passengers	21,084	22,000	22,000	22,000
Hold City Council Public Hearing regarding transit unmet needs:	Annually	Annually	Annually	Annually
County-wide 5-year transit plans evaluated	Yes	Yes	Yes	Yes

General Government

DEPARTMENT: Finance

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



PROGRAM: Successor Agency - Admin

ACCOUNT: 46410

PROGRAM DESCRIPTION:

The Successor Agency is responsible for finalizing the wind down of the Eureka Redevelopment Agency. This includes submitting Recognized Obligation Payment Schedules (ROPS) to the California Department of Finance (DOF) semi-annually, and making debt service payments funded from ROPS proceeds. It also is responsible for submitting the Long Range Property Management Plan to DOF, and working with them to get it approved.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 228,548	\$ 25,873	\$ 50,015	\$ 46,038
Services and Supplies	1,848,731	257,986	200,069	204,050
Total Expenditures	\$ 2,077,279	\$ 283,859	\$ 250,084	\$ 250,088

REVENUES BY FUND

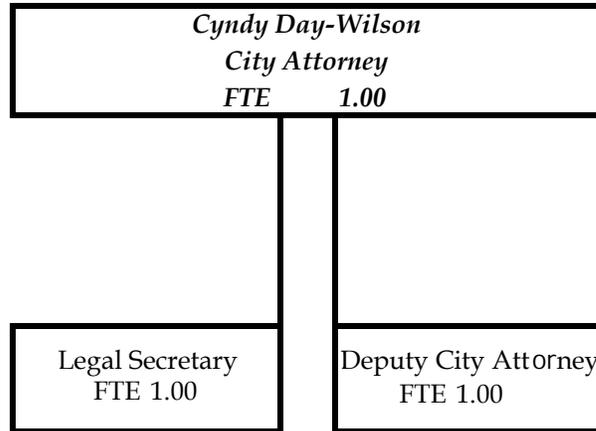
SA Debt Service Fund-Merged Area	\$ 1,653,491	\$ 5,184	\$ 84	\$ 84
SA Capital Fund-Merged Area	96	-	-	4
SA Administration	423,692	278,675	250,000	250,000
Total Resources	\$ 2,077,279	\$ 283,859	\$ 250,084	\$ 250,088

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
None.			

SERVICE LEVEL CHANGES:

None.

City Attorney Department



Mission.

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

Department Summary

City Attorney



DEPARTMENT DESCRIPTION:

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

- Legal review and advice. Review ordinances, resolution and contracts; providing legal advice to the City Council and City.
- Legal representation. Representing the City at Council and Planning Commission meetings; initiating civil litigation on behalf of the City; and defending the City against litigation and claims.
- Document preparation. Preparing ordinances, resolutions, contracts, legal pleadings, reports, correspondence and other legal documents.
- Enforcement. Enforcing and prosecuting violations of the municipal code.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
EXPENDITURES BY PROGRAM:				
Legal Services	\$ 381,321	\$ 517,478	\$ 435,604	\$ 464,570
Total	\$ 381,321	\$ 517,478	\$ 435,604	\$ 464,570

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 256,103	\$ 283,684	\$ 292,908	\$ 380,253
Materials and Services	117,398	183,794	142,696	84,317
Capital Outlay	7,820	50,000	-	-
Total	\$ 381,321	\$ 517,478	\$ 435,604	\$ 464,570

REVENUES BY FUND:

General Fund	\$ -	\$ -	\$ -	\$ -
Internal Operations Fund	381,321	517,478	435,604	464,570
Total	\$ 381,321	\$ 517,478	\$ 435,604	\$ 464,570

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
PERSONNEL:			
Full-time Positions			
City Attorney	1.00	1.00	1.00
Deputy City Attorney	-	-	1.00
Legal Assistant	1.00	-	1.00
Legal Secretary	-	1.00	-
Total	2.00	2.00	3.00

SERVICE LEVEL CHANGES:

- Deputy City Attorney added (1 FTE)
- Legal Secretary reclassified to Legal Assistant



PROGRAM GOALS:

The Eureka City Charter, section 608 provides:

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

PROGRAM OBJECTIVES:

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

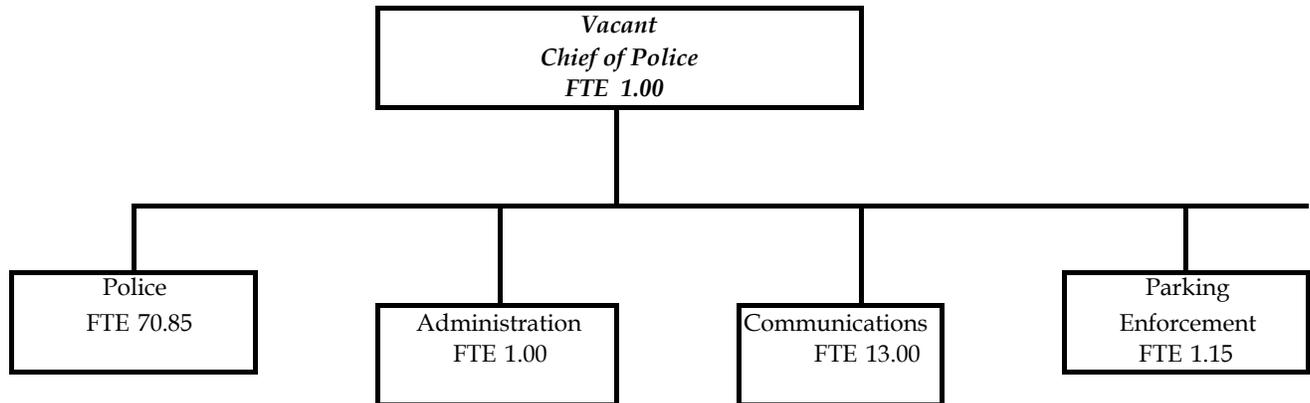
The Office of the City Attorney performs the following functions:

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

Program/Service Outputs: (product based)

Number of training seminars	2	6	6	6
Attend City Council and Commission/Committee meetings	50	50	50	50

Police Department



Mission .

We take pride in service to our community, knowing that we are making a positive difference every day. There is no higher service in our Community than that of peacemaker and peacekeeper. Police Department members believe in the future of our City and in the men, women and children who will make that future happen. We accept the personal dangers, trusting that our citizens understand the risks we take for them. We believe they support us in our efforts to protect them from harm and to improve the quality of life in the City of Eureka. We honor their belief in us. We take pride in striving to achieve and maintain the highest standards of ethics, integrity and professional conduct while providing Community-based policing in Eureka. Duty...Honor... Community....We live by the meaning and emotional content of these words. To follow their intent is to be true to oneself, our Department and the law enforcement profession.

Our core mission is to protect people from harm and improve the quality of life in our community. Success requires both individual achievement and teamwork. Our individual accomplishments support and strengthen the team. The efforts of all Department members working together, when supported by our Community and elected officials, will make the difference.

We are the Thin Blue Line, the circle of protection for the men, women and children of our Community. We will not fail them – or ourselves.

Department Summary

Police



	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
EXPENDITURES BY PROGRAM:				
Police - General	\$ 9,345,486	\$ 10,782,913	\$ 9,759,983	\$ 10,195,028
Communications	1,123,046	1,462,534	1,216,089	1,591,906
Problem Oriented Policing	891,703	1,320,848	882,694	1,073,290
Parking Enforcement - Special Revenue	90,169	94,506	95,366	91,953
Total	\$ 11,450,404	\$ 13,660,801	\$ 11,954,132	\$ 12,952,177

EXPENDITURES BY CATEGORY:				
Salaries and Benefits	\$ 8,539,356	\$ 10,120,877	\$ 9,081,389	\$ 9,487,748
Services and Supplies	2,562,591	2,694,553	2,724,860	2,641,409
Capital Outlay	348,457	845,371	147,883	823,020
Total	\$ 11,450,404	\$ 13,660,801	\$ 11,954,132	\$ 12,952,177

REVENUES BY FUND:				
General Fund	\$ 10,486,716	\$ 12,453,248	\$ 11,212,673	\$ 11,777,258
Measure O	119,822	77,164	79,164	77,164
Drug Asset	31,812	582,732	13,013	514,000
Public Safety Grants	213,874	139,408	149,603	11,520
Special Police Grants	28,746	-	-	-
Supplemental Law Enforcement - SLES	263,049	-	-	234,000
Traffic Offender	52,035	190,357	221,721	124,725
Vehicle Abatement	164,191	123,386	182,592	121,557
Parking Fund	90,159	94,506	95,366	91,953
Total	\$ 11,450,404	\$ 13,660,801	\$ 11,954,132	\$ 12,952,177

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
PERSONNEL:			
Full-time Positions	85.60	86.60	87.00
Total	85.60	86.60	87.00

Public Safety

DEPARTMENT: Police
PROGRAM: Police

FUND:
ACCOUNT:

General
 42100



DEPARTMENT DESCRIPTION:

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

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

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

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

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

	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated	2014-15 Budget
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 6,943,982	\$ 7,793,803	\$ 7,422,742	\$ 7,268,017
Services and Supplies	2,088,073	2,143,739	2,189,358	2,103,991
Capital Outlay	313,431	845,371	147,883	823,020
Total Expenditures	\$ 9,345,486	\$ 10,782,913	\$ 9,759,983	\$ 10,195,028

Public Safety

DEPARTMENT: Police
PROGRAM: Police

FUND:
ACCOUNT:

General
42100



	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Police Chief	1.00	1.00	1.00
Police Captain	-	-	1.00
Police Lieutenant	2.00	2.00	1.00
Police Sergeant	7.00	7.00	7.00
Police Officer	39.00	40.00	40.00
Senior Administrative Services Assistant	1.00	1.00	1.00
Animal Control Officer	1.00	1.00	1.00
Police Property Coordinator	1.00	1.00	1.00
Police Property Technician	1.00	1.00	1.00
Police Records Supervisor	0.85	0.85	0.85
Police Records Specialist I/II	4.00	4.00	4.00
Police Services Officer	8.00	8.00	8.00
Project Manager	1.00	1.00	-
Total	<u>66.85</u>	<u>67.85</u>	<u>66.85</u>

SERVICE LEVEL CHANGES:

Police Lieutenant upgraded to Police Captain.
Project Manager eliminated (1 FTE).

Public Safety

DEPARTMENT: Police
PROGRAM: Police

FUND:
ACCOUNT:

General
42100



COUNCIL GOALS SUPPORTED:

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

<u>Supporting Departmental Objectives-Goal</u>	<u>PERFORMANCE MEASURES</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Response time to all life-threatening calls for service.	< 4 min.	< 4 min.	< 4 min.	< 4 min.
Recovery of stolen property by value.	75%	75%	75%	75%

REDUCE TRAFFIC ACCIDENT RATES IN THE CITY OF EUREKA.

<u>Supporting Departmental Objectives-Goal</u>	<u>PERFORMANCE MEASURES</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Process completed traffic reports/data within ten working days. Use statistical data to provide traffic enforcement in the areas with the highest number of collisions.	100%	100%	100%	100%

SLOW TRAFFIC IN OUR NEIGHBORHOODS AND ON SIDE STREETS.

<u>Supporting Departmental Objectives-Goal</u>	<u>PERFORMANCE MEASURES</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Maintain a minimum of two officers dedicated to traffic enforcement.	2	3	2	4

Public Safety

DEPARTMENT: Police
PROGRAM: Communications

FUND: General
ACCOUNT: 42125



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 736,954	\$ 1,072,813	\$ 841,180	\$ 1,206,824
Services and Supplies	351,066	389,721	374,909	385,082
Capital Outlay	35,026	-	-	-
Total Expenditures	<u>\$ 1,123,046</u>	<u>\$ 1,462,534</u>	<u>\$ 1,216,089</u>	<u>\$ 1,591,906</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Support Services Manager	-	-	1.00
Communications Supervisor	1.00	1.00	1.00
Senior Communications Dispatcher	3.00	3.00	2.00
Communications Dispatcher	7.60	7.60	9.00
Total	<u>11.60</u>	<u>11.60</u>	<u>13.00</u>

SERVICE LEVEL CHANGES:

Senior Communications Dispatcher position reclassified as Support Services Manager.
 Communications Dispatcher RPT eliminated (0.6 FTE).
 During FY13/14: (2) Communications Dispatcher positions created (2 FTE).

Public Safety

DEPARTMENT: Police
PROGRAM: Communications

FUND: General
ACCOUNT: 42125



COUNCIL GOALS SUPPORTED:

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

<u>Supporting Departmental Objectives-Goal</u>	<u>PERFORMANCE MEASURES</u>			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
Attend Operational Area meetings.	6	6	6	6

MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS

<u>Supporting Departmental Objectives-Goal</u>	<u>PERFORMANCE MEASURES</u>			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
Answer 9-1-1 calls with 3 rings.	100%	100%	100%	100%
Initiate dispatch of life/death emergencies from time of call receipt to one minute.	100%	100%	100%	100%

Public Safety

DEPARTMENT: Police
PROGRAM: Problem Oriented Policing

FUND: General
ACCOUNT: 42127



PROGRAM MISSION:

The mission of the Problem Oriented Policing Team is to leverage the community to actively engage in collaborating on prevention and problem-solving activities, with the goal of reducing victimization, disorder, fear of crime, and quality of life issues.

PROGRAM DESCRIPTION:

Problem Oriented Policing is the primary strategy of Community Oriented Policing, and involves a comprehensive framework for improving the capacity to perform our mission. The community and police work together analyzing community problems and developing customized responses to them. Problems are identified by the Problem Oriented Policing Team, uniformed patrol, and the community as recurring incidents or matters of concern. These problems are then addressed with the four-step SARA model:

- Scanning:** Problems are identified.
- Analysis:** Questions are asked to learn everything possible about the problem.
- Response:** Based on careful analysis, a custom-made response to the problem is tried.
- Assessment:** The response is evaluated to see if the problem was solved or reduced.

Problem Oriented Policing complements the use of proven and established enforcement strategies, and increases the assortment of tools available to officers and other staff that can be collectively employed to prevent and combat community problems. It applies to a variety of substantive problem types, from minor quality of life issues to serious offenses.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 777,719	\$ 1,167,757	\$ 730,103	\$ 929,542
Services and Supplies	113,984	153,091	152,591	143,748
Total Expenditures	<u>\$ 891,703</u>	<u>\$ 1,320,848</u>	<u>\$ 882,694</u>	<u>\$ 1,073,290</u>

Public Safety

DEPARTMENT: Police
PROGRAM: Problem Oriented Policing

FUND: General
ACCOUNT: 42127



	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Police Captain	1.00	1.00	1.00
Police Sergeant	1.00	1.00	1.00
Police Officer	2.00	2.00	2.00
Police Services Officer	1.00	1.00	1.00
Neighborhood Oriented Policing Officer	1.00	1.00	1.00
Total	6.00	6.00	6.00

SERVICE LEVEL CHANGES:

None.

COUNCIL GOALS SUPPORTED:

STRENGTHEN NEIGHBORHOOD GROUPS DEDICATED TO COMMUNITY IMPROVEMENT.

	<u>PERFORMANCE MEASURES</u>			
	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Target</u>	<u>2013-14</u> <u>Estimated</u>	<u>2014-15</u> <u>Target</u>
<u>Supporting Departmental Objectives-Goal</u> Coordinate the development of Neighborhood Watch Groups.	12	12	5	12

Public Safety

DEPARTMENT: Police
PROGRAM: Parking Enforcement

FUND: Parking
ACCOUNT: 42126



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 80,701	\$ 86,504	\$ 87,364	\$ 83,365
Services and Supplies	9,468	8,002	8,002	8,588
Total Expenditures	\$ 90,169	\$ 94,506	\$ 95,366	\$ 91,953

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Police Records Supervisor	0.15	0.15	0.15
Police Record Specialist	1.00	1.00	1.00
Total	1.15	1.15	1.15

SERVICE LEVEL CHANGES:

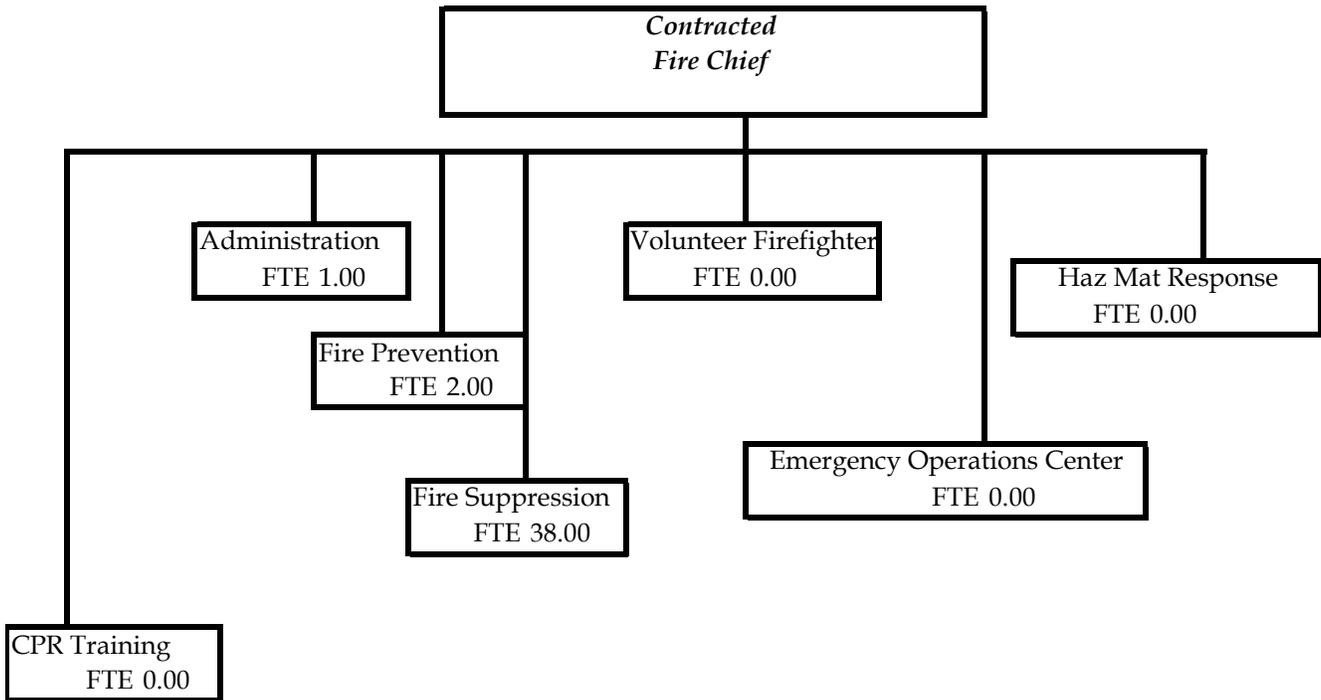
None.

COUNCIL GOALS SUPPORTED:

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

	PERFORMANCE MEASURES			
<u>Supporting Departmental Objectives-Goal</u>	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Monitor curbside parking during peak traffic hours.	97%	95%	100%	100%
Enforce unsafe blockage of driveways and alleyways.	79%	80%	80%	80%

Fire Department



Mission.

Ensuring delivery of quality emergency services, fire prevention activities, and community outreach programs for the citizens of the City of Eureka.

Department Summary

Fire



DEPARTMENT DESCRIPTION:

The Humboldt Bay Fire District is responsible for safeguarding, life and property of the residents and businesses of Eureka. This is accomplished through the Suppression Division and the Prevention Division of the Fire Department. Other specialized programs such as Hazardous Materials response and the Emergency Operations Center further support the department's mission.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
EXPENDITURES BY PROGRAM:				
Administration	\$ 554,535	\$ 644,123	\$ 639,960	\$ 665,620
Prevention	438,477	488,885	514,704	379,590
Suppression	6,032,281	6,215,082	6,668,729	6,338,993
Marine 1	-	-	-	1,000
Volunteer Firefighters	24,197	59,215	56,215	1,706
Emergency Operations Center	120	9,657	8,536	13,719
Haz Mat Response	39,179	78,068	44,337	57,945
CPR Training Center	13,564	16,785	16,785	11,512
Total	<u>\$ 7,102,353</u>	<u>\$ 7,511,815</u>	<u>\$ 7,949,266</u>	<u>\$ 7,470,085</u>

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 4,935,712	\$ 5,260,068	\$ 5,365,635	\$ 5,159,483
Services and Supplies	1,920,144	2,104,675	2,463,325	2,266,675
Capital Outlay	246,497	147,072	120,306	43,927
Total	<u>\$ 7,102,353</u>	<u>\$ 7,511,815</u>	<u>\$ 7,949,266</u>	<u>\$ 7,470,085</u>

REVENUES BY FUND:

General Fund	\$ 7,049,610	\$ 7,416,962	\$ 7,888,144	\$ 7,400,628
Haz Mat Response Fund	39,179	78,068	44,337	57,945
CPR Training	13,564	16,785	16,785	11,512
Total	<u>\$ 7,102,353</u>	<u>\$ 7,511,815</u>	<u>\$ 7,949,266</u>	<u>\$ 7,470,085</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
PERSONNEL:			
Full-time Positions	43.00	42.00	41.00
Total	<u>43.00</u>	<u>42.00</u>	<u>41.00</u>

Department Summary

Fire



DEPARTMENT: Fire
PROGRAM: Administration

FUND: General
ACCOUNT: 42201

MISSION:

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

VALUES:

Professionalism, Respect, Image, Discipline, and Efficiency

PROGRAM DESCRIPTION:

The Administrative program provides overall direction and management of the Humboldt Bay Fire through effective management of department programs and related activities. These activities include; the planning, structuring, directing, and implementation of programs or activities intended to meet the goals of the City Council, the JPA and the Department along with applicable standards or regulations which will result in the delivery of responsive, effective, and efficient fire department services. The Administrative Program additionally provides support to all other departmental programs through fiscal, computer, and communication equipment support.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 113,794	\$ 124,833	\$ 115,176	\$ 124,552
Services and Supplies	433,340	508,810	514,304	541,068
Capital Outlay	7,401	10,480	10,480	-
Total Expenditures	<u>\$ 554,535</u>	<u>\$ 644,123</u>	<u>\$ 639,960</u>	<u>\$ 665,620</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Fire Chief	*	*	*
Administrative Technician I/II	1.00	1.00	1.00
Fire Services Officer	1.00	1.00	**
	<u>2.00</u>	<u>2.00</u>	<u>1.00</u>

SERVICE LEVEL CHANGES:

*2012-13 -- Fire Chief position filled with joint contractual Chief 09-01-2011; continues currently

** 2014-15 -- FSO position vacated for a contractual Administrative Assistant position shared by COE and Humboldt No. 1 Fire Protection District

Department Summary

Fire



DEPARTMENT: Fire
PROGRAM: Administration

FUND: General
ACCOUNT: 42201

COUNCIL GOALS SUPPORTED:

- *FINANCIALLY SOUND CITY PROVIDING EFFECTIVE SERVICES:
DELIVER CITY SERVICES IN AN EFFICIENT, COST EFFECTIVE MANNER**
(Strategic Plan 2013 -- 2018--2028)
- *LIVABLE AND SUSTAINABLE COMMUNITY:
PROTECTION OF PROPERTY AND HOME VALUES
REPUTATION AND REALITY AS A SAFE COMMUNITY WHERE PEOPLE FEEL SECURE AT HOME, IN
THEIR NEIGHBORHOOD AND THROUGHOUT THE COMMUNITY**
(Strategic Plan 2013 -- 2018--2028)
- *MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS** (Strategic Vision)
- *PROTECT RESIDENTS OF AND VISITORS TO EUREKA FROM INJURY AND LOSS OF LIFE
AND PROTECT PROPERTY** (Gen. Plan Goal 4.G)

PERFORMANCE MEASURES:

<u>Supporting Departmental Objectives- Goal</u>	2012-13	2013-14	2013-14	2014-15
	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Policy and Procedure Update- 25% of all polices	100%	100%	100%	100%
Department Management Team Meetings	100%	100%	100%	100%
Department Supervisors Meeting	100%	100%	100%	100%
Provide Duty Chief Coverage- 1/3d of the year	100%	100%	100%	100%

- *DEVELOP MULTI-DISCIPLINE/MULTI-AGENCY REGIONAL TRAINING FACILITY WITHIN THE CITY LIMITS
IN AN EFFORT TO ENHANCE OUR ABILITY TO ADEQUATELY TRAIN PERSONNEL** (Strategic Vision '06)
- *THE CITY SHALL PROVIDE A DEDICATED TRAINING FACILITY FOR THE FIRE DEPART** (Gen Plan 4. G8)
- *LEVERAGE CITY RESOURCES THROUGH GRANTS AND PARTNERSHIPS** (Strategic Plan 2013 -- 2018--2028)

PERFORMANCE MEASURES:

<u>Supporting Departmental Objectives</u>	2012-13	2013-14	2013-14	2014-15
	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Budget</u>
Obtain Training Facility Equipment Grant(s)	1	1		1
State Certification of Training Site - 1 *Rescue Systems 1 / Confined Space Operations	*200%	100%	100%	100%
Pursue & Maintain Rescue Systems 2 State Certification	75%	100%	100%	100%

- *CONSOLIDATION OF EUREKA FIRE DEPARTMENT AND HUMBOLDT FIRE DISTRICT**
(Strategic Vision, 2012)
- *LEAD IN A REGIONAL EFFORT TO CONSOLIDATE PUBLIC SAFETY SERVICES** (Strategic Vision. 2006)
- *THE CITY SHALL COOPERATE WITH HFD #1 AND CAL-FIRE IN PROVIDING ADEQUATE LEVELS OF FIRE
PROTECTION SERVICES IN PLANNING AREA** (Gen Plan 4. G.7)

PERFORMANCE MEASURES:

<u>Supporting Department Objectives- Goal</u>	2012-13	2013-14	2013-14	2014-15
	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Budget</u>
Pursue Fire Service Consolidation	100%	100%	100%	100%
Form a Joint Consolidation Committee	100%	100%	100%	100%
Complete Consolidation study detailing best method/model for consolidated organization			100%	100%
Continue Joint Fire Chief Position	100%	100%	100%	100%

Public Safety



DEPARTMENT: Fire
PROGRAM: Prevention

FUND: General
ACCOUNT: 42202

MISSION:

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

VALUES:

Professionalism, Respect, Image, Discipline, and Efficiency

PROGRAM DESCRIPTION:

The Fire Prevention Bureau manages the department's fire and life safety code enforcement, public education, and investigation programs. The Bureau coordinates the inspection activities of Suppression personnel, provides plan review, construction inspection, and code enforcement services, coordinates investigation of all fires, manages public education activities in our community, enforces weed and rubbish ordinances initiated by complaint, and provides fire and life safety information to our citizens. Prevention Bureau members participate as leaders in the County Fire Prevention Officers Association and County Fire/Arson Investigation Unit. Prevention Bureau personnel also support Suppression and Administration by participating in incident management, emergency operations, project administration, training, vacancy back-fill, and other support functions.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 363,924	\$ 400,013	\$ 426,551	\$ 302,330
Services and Supplies	56,144	71,778	71,059	61,833
Capital Outlay	18,409	17,094	17,094	15,427
Total Expenditures	\$ 438,477	\$ 488,885	\$ 514,704	\$ 379,590

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Assistant Fire Chief/Fire Marshal	1.00	1.00	1.00
Fire Battalion Chief	1.00	1.00	1.00
Total	2.00	2.00	2.00

SERVICE LEVEL CHANGES:

None

Public Safety



DEPARTMENT: Fire
PROGRAM: Prevention

FUND: General
ACCOUNT: 42202

COUNCIL GOALS SUPPORTED:

***FINANCIALLY SOUND CITY PROVIDING EFFECTIVE SERVICES:**
DELIVER CITY SERVICES IN AN EFFICIENT, COST EFFECTIVE MANNER

***LIVABLE AND SUSTAINABLE COMMUNITY**
PROTECTION OF PROPERTY AND HOME VALUES
WELL-MAINTAINED NEIGHBORHOODS INCLUDING HOMES, BUILDINGS AND PUBLIC INFRASTRUCTURE
REPUTATION AND REALITY AS A SAFE COMMUNITY WHERE PEOPLE FEEL SECURE AT HOME, IN THEIR NEIGHBORHOOD AND THROUGHOUT THE COMMUNITY
(Strategic Plan 2013 -- 2018--2028)

*** THE CITY FIRE DEPARTMENT SHALL ANNUALLY INSPECT ALL RESIDENTIAL RENTAL UNITS FOR COMPLIANCE WITH FIRE SAFETY REQUIREMENTS** *(Gen Plan 4.G.9)*

*** THE CITY SHALL STRENGTHEN THE ONGOING FIRE SAFETY REVIEW PROCESS IN AN EFFORT TO INCREASE THE SAFETY OF ALL STRUCTURES FROM FIRE** *(Gen Plan 7.C.1)*

	PERFORMANCE MEASURES			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Target
<u>Supporting Departmental Objectives-Goal</u>				
Multi-Family Residences Inspected	386	100%	391	100%
Commercial Business Inspections	1,050	100%	1,190	100%
Number of Plans Reviewed	104	100%	110	100%
Weed/Rubbish Complaints	97	100%	65	100%

***CONSOLIDATION OF THE EUREKA FIRE DEPARTMENT AND HUMBOLDT FIRE DISTRICT**
(Strategic Vision, 2012)

*** LEAD IN A REGIONAL EFFORT TO CONSOLIDATE PUBLIC SAFETY SERVICES**

*** THE CITY SHALL COOPERATE WITH HFD #1 AND CAL-FIRE IN PROVIDING ADEQUATE LEVELS OF FIRE PROTECTION SERVICES IN PLANNING AREA** *(Gen Plan 4. G.7)*

	PERFORMANCE MEASURES:			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Target
<u>Supporting Departmental Objectives - Goal</u>				
Consolidate Humboldt Bay Fire Investigation	100%	100%	100%	100%
Consolidate Humboldt Bay Fire Public Education	50%	100%	100%	100%

DEPARTMENT GOALS SUPPORTED:

*** PROVIDE LEADERSHIP WITHIN OUR COMMUNITY AS WELL AS IN THE FIRE SERVICE LOCALLY, STATEWIDE AND AT THE NATIONAL LEVEL.** *(Strategic Vision, 2006)*

	PERFORMANCE MEASURES:			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Target
<u>Supporting Departmental Objectives - Goals</u>				
Attend 10 Humboldt County Fire/Arson Investigation Investigation Unit Meetings	100%	100%	100%	100%
Attend 10 Humboldt County Fire Prevention Officers Association Meetings	100%	100%	100%	100%
Attend 6 Northern California Fire Prevention Officers Association Meetings	100%	100%	100%	100%
Attend 2 National Level Training/Conferences	100%	100%	100%	100%

Public Safety



DEPARTMENT: Fire
PROGRAM: Prevention

FUND: General
ACCOUNT: 42202

*** PLAN AND PREPARE FOR FUTURE NEEDS, DEMANDS AND ORGANIZATIONAL CAPABILITIES**
*** PROTECT RESIDENTS OF AND VISITORS TO EUREKA FROM INJURY, LOSS OF LIFE AND TO PROTECT PROPERTY**

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Conduct 3 Fire Prevention Company Schools to Suppression Personnel	67%	100%	67%	100%
Review/Update 50% FPB Policies/Procedures	50%	100%	75%	100%

***Design Appropriate Fire Safety Education Programs to Reduce Fire Incidents and Losses**

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Conduct 2nd Grade Fire Safety Program	100%	100%	100%	100%

Public Safety



DEPARTMENT: Fire
PROGRAM: Suppression

FUND: General
ACCOUNT: 42203

MISSION:

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

VALUES:

Professionalism, Respect, Image, Discipline, and Efficiency

PROGRAM DESCRIPTION:

Fire Suppression is the largest program within the Fire Department. Suppression personnel respond to fires, medical emergencies, water and land based rescues, hazardous material incidents, and related calls for service, emergency and non-emergency. Suppression personnel also assist the Prevention program through code enforcement building inspections, business and multi-occupancy residential structures, business licenses and fire education efforts.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 4,434,387	\$ 4,696,658	\$ 4,808,275	\$ 4,709,463
Services and Supplies	1,383,041	1,420,158	1,785,954	1,601,030
Capital Outlay	214,853	98,266	74,500	28,500
Total Expenditures	\$ 6,032,281	\$ 6,215,082	\$ 6,668,729	\$ 6,338,993

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Assistant Fire Chief/Operations	1.00	1.00	1.00
Fire Battalion Chief	4.00	4.00	2.00
Fire Captain	9.00	9.00	11.00
Fire Engineer	12.00	12.00	12.00
Firefighter	13.00	12.00	12.00
	39.00	38.00	38.00

SERVICE LEVEL CHANGES:

During FY13/14: Firefighter position eliminated to assist with funding a new dispatcher position.

Public Safety



DEPARTMENT: Fire
PROGRAM: Suppression

FUND: General
ACCOUNT: 42203

COUNCIL GOALS SUPPORTED:

*LIVABLE AND SUSTAINABLE COMMUNITY:

**PROTECTION OF PROPERTY AND HOME VALUES
REPUTATION AND REALITY AS A SAFE COMMUNITY WHERE PEOPLE FEEL SECURE AT HOME, IN THEIR
NEIGHBORHOOD AND THROUGHOUT THE COMMUNITY**

(Strategic Plan 2013 -- 2018--2028)

*CONSOLIDATION OF THE EUREKA FIRE DEPARTMENT AND HUMBOLDT FIRE DISTRICT

(Strategic Vision, 2012)

*CONTINUE JOINT TRAINING OFFICER POSITION (Strategic Vision, 2012)

*MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS (Strategic Vision)

*TO MINIMIZE THE RISK OF LOSS OF LIFE, INJURY, DAMAGE TO PROPERTY AND WATERSHED

RESOURCES RESULTING FROM UNWANTED FIRES (Gen Plan Goal 7.C.)

*THE CITY FIRE DEPARTMENT SHALL ATTEMPT TO MAINTAIN AN ISO RATING OF 3 (Gen Plan Goal 4.G.2)

PERFORMANCE MEASURES:

<u>Supporting Departmental Objectives - Goal</u>	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Maintain a minimum staffing & Duty				
Officer- 365 Days per Year	100%	100%	100%	100%
Pursue grant opportunities	100%	100%	100%	100%
Department Supervisors Meeting	100%	100%	100%	100%
Department Management Team Meetings	100%	100%	100%	100%
Provide One Apparatus Operator per platoon				
Three (3) total in Department	1	3	3	3
Provide One Company Officer per platoon				
Three (3) total in Department	3	3	5	3
Provide Duty Chief Coverage - 1/3rd of the year	100%	100%	100%	100%
Provide BC Duty Officer Coverage at Stn 1	100%	100%	100%	100%

*THE CITY SHALL ENSURE THAT WATER MAIN SIZE, WATER FLOW, FIRE HYDRANT SPACING AND OTHER FIRE FACILITIES MEET CITY STANDARDS (Gen Plan 4.G.1)

*LIVABLE AND SUSTAINABLE COMMUNITY:

WELL-MAINTAINED NEIGHBORHOODS INCLUDING HOMES, BUILDINGS, AND PUBLIC INFRASTRUCTURE

(Strategic Plan 2013 -- 2018--2028)

PERFORMANCE MEASURES:

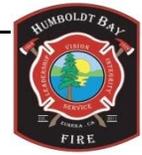
<u>Supporting Departmental Objectives - Goal</u>	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Annually test all fire hydrants - 791 Hydrants	95%	100%	100%	100%
Annually test fire apparatus pumps	100%	100%	100%	100%
Annually inspect fire facilities - 7 5 Stations, Classroom, Drill Facility	100%	100%	100%	100%

*THE CITY SHALL PROVIDE A DEDICATED TRAINING FACILITY FOR THE FIRE DEPARTMENT THAT IS DESIGNED APPROPRIATELY TO PROVIDE FIRE AND LIFE SAFETY TACTICS EDUCATION FOR FIREFIGHTERS IN ORDER TO INCREASE PERSONNEL SAFETY, EFFICIENCY AND EFFECTIVENESS (Gen Plan Goal 4.G.8)

*COMMITTED TO COMMUNITY SERVICE THROUGH LEADERSHIP, VISION, AND INTEGRITY

(Humboldt Bay Fire Mission Statement, 2011)

Public Safety



DEPARTMENT: Fire
PROGRAM: Suppression

FUND: General
ACCOUNT: 42203

	2012-13 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Budget</u>
<u>Supporting Department Objectives - Goal</u>				
Complete phase 2 of training tower- 100% Includes: Training Standpipe Installation Lighting and Electrical Install (Completed 2011) Training Pad Paving	50%	75%	25%	50%
Pursue & maintain Rescue Systems 1 & 2 State Certification	75%	100%	100%	100%

***CONTINUE TO FOSTER AND MAINTAIN POSITIVE AND PRODUCTIVE RELATIONSHIPS WITH ALLIED FIRE AGENCIES AND OTHER EMERGENCY ORGANIZATIONS (Strategic Visioning, 2006)**

	2012-13 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Budget</u>
<u>Supporting Department Objectives - Goal</u>				
Humboldt County Fire Instructors Association Meetings	100%	100%	100%	1000%
California Training Officer's Association Meetings	100%	100%	100%	100%
Humboldt County Chiefs Association Meetings	100%	100%	100%	100%
Utilize State Homeland Security Grant Funding to support two (2) regional technical rescue courses	100%	100%	100%	100%
Enhance technical rescue capabilities through support of one (1) regional OES medium cache team	100%	100%	100%	100%

***TO PROTECT RESIDENTS OF AND VISITORS TO EUREKA FROM INJURY AND LOSS OF LIFE AND TO PROTECT PROPERTY FROM FIRES (Gen Plan Goal 4.G)**

	2012-13 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Budget</u>
<u>Supporting Department Objectives - Goal</u>				
Number of Incident reports reviewed: Past goal: 1/3 of annual calls	100%			
2014-15: 100% of Selected Reports Reviewed		100%	100%	100%
Track employee injury/accidents - 100%	100%	100%	100%	100%
Conduct physical examinations on an annual basis - All Personnel	30%	100%	100%	100%
Suppression Training Goal: Total 9000 hours	16,018	9,000	16,533	9,000

Public Safety



DEPARTMENT: Fire
PROGRAM: Suppression

FUND: General
ACCOUNT: 42203

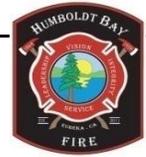
	2010	2011	2012*	2013
Incident Responses				
Fires	170	142	224	300
Medical	2,054	1,941	3,396	3,409
*Service	1,114	981	1,335	1,074
*Other	157	130	509	605
Total	3,495	3,194	5,464	5,388
Fire Loss	\$1,612,240	\$930,602	\$2,469,200	\$1,571,000

***Service** – includes the following call types – hazardous conditions, service calls (lift assists, improper burning, cover in assignments, water or smoke problems), good intent calls (wrong location, controlled burning, incident cleared prior to arrival, steam mistaken for smoke)

***Other** – includes the following call types – explosions, false alarms, natural disasters, other

2012* From 2012 forward, incident statistics were combined to reflect Humboldt Bay Fire consolidation. State and Federal reporting is under one agency identifier.

Public Safety



DEPARTMENT: Fire
PROGRAM: Volunteer Firefighter

FUND: General
ACCOUNT: 42205

PROGRAM MISSION:

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

PROGRAM VALUES:

Professionalism, Respect, Image, Discipline, and Efficiency

PROGRAM DESCRIPTION:

The Volunteer Program supplements and compliments the career firefighting force. Volunteer firefighters not only respond to all large fires and emergencies within the greater Eureka area, they train and ride along with the on-duty companies on a regular basis.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -
Services and Supplies	18,363	37,983	37,983	1,706
Capital Outlay	5,834	21,232	18,232	-
Total Expenditures	\$ 24,197	\$ 59,215	\$ 56,215	\$ 1,706

COUNCIL GOALS SUPPORTED:

***LIVABLE AND SUSTAINABLE COMMUNITY:**

PROTECTION OF PROPERTY AND HOME VALUES

REPUTATION AND REALITY AS A SAFE COMMUNITY WHERE PEOPLE FEEL SECURE AT HOME, IN THEIR NEIGHBORHOOD AND THROUGHOUT THE COMMUNITY

(Strategic Plan 2013 -- 2018--2028)

***CONSOLIDATION OF THE EUREKA FIRE DEPARTMENT AND HUMBOLDT FIRE DISTRICT**

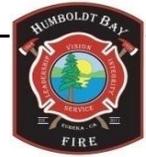
(Strategic Vision, 2012)

***MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS (Strategic Vision)**

***TO PROTECT RESIDENTS OF AND VISITORS TO EUREKA FROM INJURY AND LOSS OF LIFE AND TO PROTECT PROPERTY FROM FIRES (Gen Plan Goal 4.G)**

	PERFORMANCE MEASURES:			
Supporting Departmental Objectives - Goal	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Maintain full staffing of volunteers - maintain 20 trained volunteers when turnover allows	15	20	20	20
Conduct an annual review of Volunteer Program -complete annual review every calendar year	1	1	1	1

Public Safety



DEPARTMENT: Fire
PROGRAM: Volunteer Firefighter

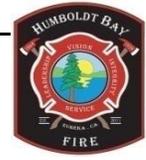
FUND: General
ACCOUNT: 42205

DEPARTMENT INITIATED GOALS:

- *PLAN AND PREPARE FOR FUTURE NEEDS, DEMANDS, AND ORGANIZATIONAL CAPABILITIES (Strategic Vision)
- *TO PROTECT RESIDENTS OF AND VISITORS TO EUREKA FROM INJURY AND LOSS OF LIFE AND TO PROTECT PROPERTY FROM FIRES (Gen Plan Goal 4.G)

<u>Supporting Departmental Objectives - Goal</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Track employee injury/accidents - 100%	100%	100%	100%	100%
Volunteer Staffing - 20 volunteer firefighters (EFD & HFD Volunteers Combined 2012)	15	20	20	20
# of Volunteer Drills - 22 drills/year	22	22	22	22
Total Annual Volunteer Training Hours	1,009	1,000	1,170	1,000

Public Safety



DEPARTMENT: Fire
PROGRAM: Emergency Operations Center EOC

FUND: General
ACCOUNT: 42230

MISSION:

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

VALUES:

Professionalism, Respect, Image, Discipline, and Efficiency

PROGRAM DESCRIPTION:

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

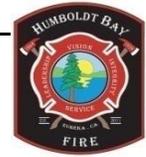
	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Services and Supplies	\$ 120	\$ 9,657	\$ 8,536	\$ 13,719
Capital Outlay	-	-	-	-
Total Expenditures	<u>\$ 120</u>	<u>\$ 9,657</u>	<u>\$ 8,536</u>	<u>\$ 13,719</u>

COUNCIL GOALS SUPPORTED:

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

	<u>2012-13 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
*TO PROTECT RESIDENTS OF AND VISITORS TO				
<u>Supporting Department Objectives</u>				
Attend Operational Area Meetings	100%	100%	100%	100%
Update and Complete the Emergency Plan	10%	100%	100%	100%
Provide Training for Current and New EOC Staff	10%	25%	25%	50%

Public Safety



DEPARTMENT: Fire
 PROGRAM: Emergency Operations Center EOC

FUND: General
 ACCOUNT: 42230

DEPARTMENT GOALS SUPPORTED

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

<u>Supporting Departmental Objectives</u>	<u>2012-13 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Serve on County Homeland Security Grant Committee & Administer grant process	100%	100%	100%	100%
Serve on County Disaster Council (2 meetings)	100%	100%	100%	100%
Designate a Staff Position Responsible for EOC Preparedness and Training	10%	50%	50%	50%
Assist with Update and Implementation of Emergency Operations Plan	10%	100%	100%	100%

Public Safety



DEPARTMENT: Fire
PROGRAM: HazMat

FUND: Hazardous
ACCOUNT: Materials
 42225

PROGRAM MISSION:

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

PROGRAM VALUES:

Professionalism, Respect, Image, Discipline, and Efficiency

PROGRAM DESCRIPTION:

The Humboldt Bay Fire Hazardous Material Response Team was formed under a Joint Powers Agreement between the City of Eureka, the County of Humboldt, the County of Del Norte, and most cities within the two counties. It is funded through the Hazardous Material Response Authority, which prorates the fee to each jurisdiction based on population within the jurisdiction to meet budget needs of the Response Team. The Humboldt Bay Fire's Hazardous Material Response Team, is the only resource on the north coast that can take offensive actions at a hazardous materials incident.

	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Amended</u> <u>Budget</u>	<u>2013-14</u> <u>Estimated</u>	<u>2014-15</u> <u>Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 20,155	\$ 35,564	\$ 12,633	\$ 20,094
Services and Supplies	19,024	42,504	31,704	37,851
Capital Outlay	-	-	-	-
Total Expenditures	\$ 39,179	\$ 78,068	\$ 44,337	\$ 57,945

FULL TIME AND REGULAR PART-TIME POSITIONS:

None.

	PERFORMANCE MEASURES:			
	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Target</u>	<u>2013-14</u> <u>Estimated</u>	<u>2014-15</u> <u>Budget</u>
<u>Supporting Departmental Objectives - Goal</u>				
Activate the Haz-Mat Team within one hour.	100%	100%	100%	100%
Maintain trained HazMat team members - conduct 400+ hours of training per year	400	440	450	450
Track employee injury/accidents	100%	100%	100%	100%
Conduct 12 HazMat drills/year - conduct monthly drills	100%	100%	100%	100%
Conduct 4 quarterly drills	2	4	4	4
Develop and implement Multi Agency Team		100%	100%	100%
Achieve and maintain team at 16 Tech/Spec	14	16	15	16
Maintain Cal-Ema Type II rating	100%	100%	100%	100%

Public Safety



DEPARTMENT: Fire
PROGRAM: CPR Training Center

FUND: CPR
ACCOUNT: 42200

MISSION:

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

VALUES:

Professionalism, Respect, Image, Discipline, and Efficiency

PROGRAM DESCRIPTION:

Humboldt Bay Fire recognizes the tremendous community value of making Public CPR classes available to the citizens of Eureka. The department offers CPR courses from MEDIC FIRST AID whose training programs adhere to the "hearing, seeing, doing, speaking and feeling" teaching methodology. CPR courses offered teach CPR for adults and infants. The CPR course is offered on the fourth Tuesday of each month. Medic First Aid courses offered teach adult CPR and basic first-aid. The Medic First-Aid course is an 8 hour course and is offered on the second Saturday of each month. Classes for groups at other dates and times are available as well. The fees charged for the classes are to recover personnel and materials costs needed to present the classes.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 3,452	\$ 3,000	\$ 3,000	\$ 3,044
Services and Supplies	10,112	13,785	13,785	8,468
Total Expenditures	\$ 13,564	\$ 16,785	\$ 16,785	\$ 11,512

COUNCIL GOALS SUPPORTED:

- ***MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS** (Strategic Vision)
- ***TO PROTECT RESIDENTS OF AND VISITORS TO EUREKA FROM INJURY AND LOSS OF LIFE AND TO PROTECT PROPERTY FROM FIRES.** (Gen Plan 4.G)

	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Supporting Departmental Objectives- goal				
Adult, Children and Infants CPR Classes	29	12	29	30
Basic CPR and First Aid for Adults Classes	16	18	16	18
CPR for the Professional Classes		2	2	4
Present Pet CPR - 4 classes		1	1	2
Community Members Receiving Certification	450	300	534	300
Goal -- 300				

Public Safety



DEPARTMENT: Fire
PROGRAM: Marine 1

FUND: General
ACCOUNT: 42230

MISSION:

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

VALUES:

Professionalism, Respect, Image, Discipline, and Efficiency

PROGRAM DESCRIPTION:

Humboldt Bay Fire recognizes the community value of a marine fire boat program in our harbor. In August 2012 Humboldt Bay Harbor District received a grant-funded fire boat designed with input from Humboldt Bay Fire. The boat is docked at Woodley Island Marina, and currently operated by Harbor District staff, with Fire providing fire suppression personnel as needed for fire response or water rescue incidents. Fire provides minimal equipment for the boat, and shares operating costs for some training activities.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Services and Supplies	\$ -	\$ -	\$ -	\$ 1,000
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000</u>

COUNCIL GOALS SUPPORTED:

***MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS (Strategic Vision)**

***TO PROTECT RESIDENTS OF AND VISITORS TO EUREKA FROM INJURY AND LOSS OF LIFE AND TO PROTECT PROPERTY FROM FIRES. (Gen Plan 4.G)**

	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
<u>Supporting Departmental Objectives- goal</u>				
Department personnel trained in boat familiarization	75%	100%	100%	100%
Coordinated Training Drills	3	3	3	3
Marine firefighter training				10%
Boating safety class (local)				50%

Department Summary

Parks & Recreation



DEPARTMENT DESCRIPTION:

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

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

EXPENDITURES BY PROGRAM:	2012-13 Actual	Amended 2013-14 Budget	2013-14 Estimated	2014-15 Budget
Parks & Recreation - Administration	\$ -	\$ -	\$ -	\$ 902
Zoo	770,670	869,802	862,119	921,488
Park Operations	864,076	1,144,965	957,049	1,124,123
Adorni	237,979	288,236	264,674	268,709
Recreation - Administration	168,258	198,339	198,218	194,292
Recreation - Youth	468,804	565,258	547,528	602,477
Recreation - Adult	139,903	159,966	159,466	145,087
Environmental Programs	73,616	84,832	72,026	73,882
Harbor	868,548	559,761	619,881	574,381
Wharfinger	102,183	122,190	119,536	116,476
Facilities Operations	705,228	770,306	651,318	700,775
Total	\$ 4,399,265	\$ 4,763,655	\$ 4,451,815	\$ 4,722,592

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 2,439,037	\$ 2,917,739	\$ 2,563,246	\$ 2,985,860
Services and Supplies	1,813,495	1,724,871	1,772,959	1,694,232
Capital Outlay	146,733	121,045	115,610	42,500
Total	\$ 4,399,265	\$ 4,763,655	\$ 4,451,815	\$ 4,722,592

REVENUES BY FUND:	2012-13 Actual	Amended 2013-14 Budget	2013-14 Estimated	2014-15 Budget
General Fund	\$ 2,649,690	\$ 3,226,566	\$ 2,989,054	\$ 3,257,078
General Fund - Measure O	-	-	-	-
Environmental Programs	73,616	84,832	72,026	73,882
Harbor Fund	970,731	681,951	739,417	690,857
Harbor Fund	705,228	770,306	651,318	700,775
Total	\$ 4,399,265	\$ 4,763,655	\$ 4,451,815	\$ 4,722,592

	2012-13 Actual	2013-14 Actual	2014-15 Budget
PERSONNEL:			
Full-time Positions	23.00	22.00	22.00
Regular Part-time Positions	3.46	3.46	4.86
Total	26.46	25.46	26.86

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Recreation Administration

FUND: General
ACCOUNT: 45131



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -
Services and Supplies	-	-	-	902
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 902</u>
REVENUES BY FUND				
General Fund	\$ -	\$ -	\$ -	\$ 902
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 902</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Parks & Recreation Director	1.00	1.00	1.00
Deputy Parks & Recreation Director	1.00	1.00	1.00
Recreation and Facilities Manager	0.50	0.50	-
Administrative Technician	0.50	0.50	-
Total	<u>3.00</u>	<u>3.00</u>	<u>2.00</u>

SERVICE LEVEL CHANGES:

None

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Recreation Administration

FUND: General
 ACCOUNT: 45131



COUNCIL GOALS SUPPORTED

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

PROGRAM GOALS

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

PERFORMANCE MEASURES:

<u>Supporting Program Objectives</u>	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Produce Recreation Division Activity Brochure on a bi-annual basis.	Yes	Yes	Yes	Yes
Maintain monthly meeting schedule with local school districts	Yes	Yes	Yes	Yes
Maintain monthly meeting schedule with Parks & Recreation Commission	Yes	Yes	Yes	Yes
Program/Service Outputs: (goods, services, units produced)				
# of Continuing Programs Available to General Public	15	15	15	16
# of New Programs Available to General Public	0	0	0	0

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Sequoia Park Zoo

FUND: General
 ACCOUNT: 45140



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 515,337	\$ 562,471	\$ 555,153	\$ 596,196
Services and Supplies	251,323	302,301	304,171	319,292
Capital Outlay	4,010	5,030	2,795	6,000
Total Expenditures	<u>\$ 770,670</u>	<u>\$ 869,802</u>	<u>\$ 862,119</u>	<u>\$ 921,488</u>
REVENUES BY FUND				
General Fund	\$ 770,670	\$ 869,802	\$ 862,119	\$ 921,488
Total	<u>\$ 770,670</u>	<u>\$ 869,802</u>	<u>\$ 862,119</u>	<u>\$ 921,488</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME EQUIVALENT POSITIONS:			
Head Zookeeper/Veterinarian Technician	1.00	-	-
Zoo Manager	1.00	1.00	1.00
Zoo Education Coordinator	1.00	-	-
Zookeeper	3.00	3.00	3.00
Animal Care Supervisor	-	1.00	1.00
Zoo Education / Operations Supervisor	-	1.00	1.00
Zookeeper (RPT)	1.30	1.30	1.30
Zoo Attendant	-	-	1.00
Total Positions	<u>7.30</u>	<u>7.30</u>	<u>8.30</u>

SERVICE LEVEL CHANGES:

Converting 2 temp positions into 1 RFT position (Zoo Attendant)

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Sequoia Park Zoo

FUND: General
 ACCOUNT: 45140



COUNCIL GOALS SUPPORTED:

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

Supporting Departmental Goal:

Operate a quality, AZA-accredited zoological facility.

PERFORMANCE MEASURES:

Supporting Program Objectives

	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Maintain or increase diversity of species / # specimens in collection	58/160	57/152	63/194	62/190
Maintain or increase # of SSP managed species	6	6	7	8
Improve quality or eliminate older exhibits (#)	2	5	5	4
Maintain AZA accreditation	Yes		Yes	Yes
Implement Facility Master Plan			Watershed Heroes Construction	Watershed Heroes Opens

Supporting Departmental Goal:

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

PERFORMANCE MEASURES:

Supporting Program Objectives

	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Provide special zoo events (#)	6	6	6	6
Provide full service café & gift shop (hrs operating)	85%	90%	90%	90%
Provide quarterly newsletter	4	3	3	3
Provide marketing, web & social media	\$ 52,604	\$ 52,604	\$ 50,000	\$ 50,000

Supporting Departmental Goal:

Provide educational & personal development opportunities for the community.

PERFORMANCE MEASURES:

Supporting Program Objectives

	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Offer youth programs/camps (#classes / #served)	13/185		13/190	25/500
Offer Guided Zoo Tours (# tours / # served)	7/140		10/200	20/400
Offer Youth Volunteer Program (#participants)	20		20	25
Offer Adult Volunteer Program (#participants)	132		121	140
Offer adult classes/lectures (#participants)	250		300	350
School field trips (# students)	1,894		2,000	2,200

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Sequoia Park Zoo

FUND: General
 ACCOUNT: 45140



Supporting Departmental Goal:

Enhance Revenue Sources for Budget Sustainability

	2012-13	PERFORMANCE MEASURES:		
	<u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Budget</u>
<u>Supporting Program Objectives</u>				
Increase Annual Attendance	70,385	75,000	76,827	85,000
Increase Revenue Through Admissions	\$152,667	\$151,000	\$176,000	\$230,000
Generate Facility Rental Revenue	\$1,290	\$0	\$300	\$300
Generate Class, Tours, and Program Revenue	\$14,000	\$16,000	\$16,000	\$23,350
Grant \$ submitted / Awarded	\$2,400		\$2,400	\$2,400

Supporting Departmental Goal:

Create a premier visitor destination for Eureka.

	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Budget</u>
Supporting Departmental Goal:				
Enhance Tourism (# visitors from outside Humboldt County)	-	-	~25,000	~26,000
Increase Visitor Stay Time (# hours)	~1.5 hrs	-	~1.5 hrs	~1.75 hrs

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Park Operations

FUND: General
ACCOUNT: 45150



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 526,257	\$ 761,190	\$ 548,095	\$ 743,330
Services and Supplies	315,542	361,775	380,954	370,793
Capital Outlay	22,277	22,000	28,000	10,000
Total Expenditures	\$ 864,076	\$ 1,144,965	\$ 957,049	\$ 1,124,123

REVENUES BY FUND				
General Fund	\$ 864,076	\$ 1,144,965	\$ 957,049	\$ 1,124,123
General Fund - Measure O	-	-	-	-
Total	\$ 864,076	\$ 1,144,965	\$ 957,049	\$ 1,124,123

	<u>2012-13 Actual</u>	<u>2013-14 Budget</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Parks & Maintenance Manager	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00
Senior Maintenance Worker	2.00	2.00	2.00
Maintenance Worker I/II	4.00	3.00	3.00
Maintenance Worker I/II (RPT)			0.70
Total	8.00	7.00	7.70

SERVICE LEVEL CHANGES:

None.

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Park Operations

FUND:
ACCOUNT:

General
45150



COUNCIL GOALS SUPPORTED:

BECOME A VISITOR-SERVING HUB OF THE REGION.

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

ADOPT A PARK

ESTABLISH CLEAR, OBJECTIVE DESIGN STANDARDS THAT ARE SUPPORTED BY OUR COMMUNITY... "OPEN SPACE"

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

GENERAL PLAN GOALS SUPPORTED

General Parks and Recreation:

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

Conservation of Open Space:

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

PROGRAM GOALS

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

PROGRAM OBJECTIVES:

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

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Park Operations

FUND: General
ACCOUNT: 45150



PERFORMANCE MEASURES:

Program/Service Outcomes: (based on program objectives)	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Target
Provide program of high quality maintenance to parks, landscape areas and parking lots on a regular basis.	Yes	Yes	Yes	Yes
Provide a program to continue upgrading play ground areas to to be in compliance with the Consumer Product Safety Commission guidelines.	Yes	Yes	Yes	Yes
Continue Integrated Pest Management program through the expanded use of mulch materials for weed control in planters	Yes	Yes	Yes	Yes
Provide program for systematic maintenance and pruning of street trees	Yes	Yes	Yes	Yes
Implement schedule to provide a re-training class in aerial lift operation, pesticide safety and pruning techniques on a yearly basis.	Yes	Yes	Yes	Yes
Provide programs to host a wide variety of community events	Yes	Yes	Yes	Yes

PERFORMANCE MEASURES:

Program/Service Outputs: (goods, services, units produced)	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Budget
# of Park sites maintained	13	13	13	13
# of Landscape sites maintained	42	42	42	42
# of Street trees maintained	1350	1390	1390	1400
# of Area acres maintained	138	138	138	138
# of Turf acres maintained	35	35	35	35
# of Playgrounds maintained	9	9	9	9
# of Restrooms maintained	8	8	8	8
# of Parking lots maintained	24	24	24	24

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Adorni Center

FUND: General
ACCOUNT: 45135



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 141,702	\$ 166,727	\$ 146,883	\$ 178,113
Services and Supplies	64,066	68,687	70,236	83,096
Capital Outlay	32,211	52,822	47,555	7,500
Total Expenditures	<u>\$ 237,979</u>	<u>\$ 288,236</u>	<u>\$ 264,674</u>	<u>\$ 268,709</u>
REVENUES BY FUND				
General Fund	\$ 237,979	\$ 288,236	\$ 264,674	\$ 268,709
Total	<u>\$ 237,979</u>	<u>\$ 288,236</u>	<u>\$ 264,674</u>	<u>\$ 268,709</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:				
		<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
Recreation Aide (RPT)		0.82	0.82	0.82
Total		<u>0.82</u>	<u>0.82</u>	<u>0.82</u>

SERVICE LEVEL CHANGES:

None

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Adorni Center

FUND: General
 ACCOUNT: 45135



Council Goals Supported

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

PROGRAM OBJECTIVES:

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

SUPPORTING PROGRAM OBJECTIVES:

PERFORMANCE MEASURES:

	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Target</u>	<u>2013-14</u> <u>Estimate</u>	<u>2014-15</u> <u>Budget</u>
# of Adorni Center Rentals	8	10	13	15
# of Conference Room Rentals	340	357	348	357
# of Aerobic Classes	1,976	1,976	1,976	2,080
# of Adorni Center Memberships	1,650	1,700	1,700	1,829
# of Youth Sports Leagues	1	1	1	1
# of Adult Sports Leagues	3	3	3	3

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Recreation Administration

FUND: General
ACCOUNT: 45131



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 73,332	\$ 91,625	\$ 90,724	\$ 97,241
Services and Supplies	94,926	106,714	107,494	97,051
Total Expenditures	<u>\$ 168,258</u>	<u>\$ 198,339</u>	<u>\$ 198,218</u>	<u>\$ 194,292</u>
REVENUES BY FUND				
General Fund	\$ 168,258	\$ 198,339	\$ 198,218	\$ 194,292
Total	<u>\$ 168,258</u>	<u>\$ 198,339</u>	<u>\$ 198,218</u>	<u>\$ 194,292</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Recreation and Facilities Manager	0.50	0.50	0.00
Administrative Technician	0.50	0.50	0.50
Total	<u>1.00</u>	<u>1.00</u>	<u>0.50</u>

SERVICE LEVEL CHANGES:

None

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Recreation Administration

FUND: General
 ACCOUNT: 45131



COUNCIL GOALS SUPPORTED

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

PROGRAM GOALS

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

PERFORMANCE MEASURES:

<u>Supporting Program Objectives</u>	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Produce Recreation Division Activity Brochure on a bi-annual basis.	Yes	Yes	Yes	Yes
Maintain monthly meeting schedule with local school districts	Yes	Yes	Yes	Yes
Maintain monthly meeting schedule with Parks & Recreation Commission	Yes	Yes	Yes	Yes
Program/Service Outputs: (goods, services, units produced)				
# of Continuing Programs Available to General Public	15	15	15	16
# of New Programs Available to General Public	0	0	0	0

Parks & Recreation

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

FUND: General
ACCOUNT: 45132



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 397,612	\$ 492,352	\$ 472,822	\$ 514,462
Services and Supplies	70,953	72,906	74,706	88,015
Capital Outlay	239	-	-	-
Total Expenditures	<u>\$ 468,804</u>	<u>\$ 565,258</u>	<u>\$ 547,528</u>	<u>\$ 602,477</u>
REVENUES BY FUND				
General Fund	\$ 468,804	\$ 565,258	\$ 547,528	\$ 602,477
Total	<u>\$ 468,804</u>	<u>\$ 565,258</u>	<u>\$ 547,528</u>	<u>\$ 602,477</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Recreation & Facilities Manager	0.25	0.25	0.00
Administrative Technician	0.25	0.25	0.25
Recreation Coordinator	1.50	1.50	1.50
After School Programs Coordinator (RPT)	0.70	0.70	0.70
Youth Activities Coordinator (RPT)	0.64	0.64	0.64
Assistant Recreation Coordinator (RPT)	0.00	0.00	0.70
Total	<u>3.34</u>	<u>3.34</u>	<u>3.79</u>

SERVICE LEVEL CHANGES:

None

Parks & Recreation

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

FUND: General
ACCOUNT: 45132



General Plan Goal Supported

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

PROGRAM GOALS:

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

<u>Supporting Program Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
Maintain after-school programs for youth	Yes	Yes	Yes	Yes
# After-School Program participants	90,000	90,000	90,000	90,000
# of Ryan Youth Center participants	3,800	3,800	3,800	3,800
Provide a youth basketball league	Yes	Yes	Yes	Yes
# of Hoopsters Basketball participants	500	500	500	500
Provide a Roller Skating Program	Yes	Yes	Yes	Yes
# of Roller Skating participants	4,700	4,700	4,700	4,700
Provide Summer Day Camps and Playgrounds	Yes	Yes	Yes	Yes
# of Summer Day Camp participants	1,600	1,600	1,600	1,600
# of Summer Playground participants	2,000	2,000	2,000	2,000

Parks & Recreation

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

FUND: General
ACCOUNT: 45133



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 91,888	\$ 106,962	\$ 106,382	\$ 101,967
Services and Supplies	48,015	49,071	53,084	43,120
Capital Outlay	-	3,933	-	-
Total Expenditures	<u>\$ 139,903</u>	<u>\$ 159,966</u>	<u>\$ 159,466</u>	<u>\$ 145,087</u>

REVENUES BY FUND

General Fund	\$ 139,903	\$ 159,966	\$ 159,466	\$ 145,087
Total	<u>\$ 139,903</u>	<u>\$ 159,966</u>	<u>\$ 159,466</u>	<u>\$ 145,087</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Recreation & Facilities Manager	0.25	0.25	-
Administrative Technician	0.25	0.25	0.25
Recreation Coordinator	1.50	1.50	1.50
Total	<u>2.00</u>	<u>2.00</u>	<u>1.75</u>

SERVICE LEVEL CHANGES:

None

Parks & Recreation

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

FUND: General
ACCOUNT: 45133



COUNCIL GOALS SUPPORTED:

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

PROGRAM OBJECTIVES:

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

SUPPORTING PROGRAM OBJECTIVES:

PERFORMANCE MEASURES:

	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Target</u>	<u>2013-14</u> <u>Budget</u>	<u>2014-15</u> <u>Budget</u>
Maintain a variety of adult programs that maintain or increase participation levels	Yes	Yes	Yes	Yes
# of Basketball Teams	23	27	20	22
# of Volleyball Teams	22	24	24	24
# of Softball Teams	30	31	33	33
# of Special Interest Classes	5	5	5	7

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Environmental Programs

Fund: Environmental Programs
Account: 44505



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 25,038	\$ -	\$ 2,745	\$ -
Services and Supplies	48,578	84,832	69,281	73,882
Total Expenditures	<u>\$ 73,616</u>	<u>\$ 84,832</u>	<u>\$ 72,026</u>	<u>\$ 73,882</u>
REVENUES BY FUND				
Environmental Programs	\$ 73,616	\$ 84,832	\$ 72,026	\$ 73,882
Total	<u>\$ 73,616</u>	<u>\$ 84,832</u>	<u>\$ 72,026</u>	<u>\$ 73,882</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Project Manager	0.20	0.20	-
Deputy Public Works Director	-	-	-
Total	<u>0.20</u>	<u>0.20</u>	<u>0.00</u>

SERVICE LEVEL CHANGES:

None.

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Environmental Programs

Fund: Environmental Programs
 Account: 44505



COUNCIL GOALS SUPPORTED:

Increase Waste Diversion and Recycling in the City of Eureka

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
Develop Regional Food Waste Diversion Facility	40%	75%	40%	75%
Increase Commercial Recycling	10%	100%	100%	100%
Continue outreach/promotional efforts	100%	100%	100%	100%
Continue Special Collection Events	12	12	4	4
Continue Regionalization efforts	25%	100%	25%	100%
Continue efforts to divert construction/demolition debris	5%	40%	20%	50%

Develop a City and Regional Trail System

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
Continue efforts to develop Elk River Wildlife Trail	75%	100%	100%	100%
Continue efforts to develop Eureka-Arcata Trail	5%	10%	20%	50%
Continue to develop Eureka Waterfront Trail/ Promenade	15%	40%	50%	75%

<u>Program/Service Outcomes: (based on program objectives)</u>	<u>PERFORMANCE MEASURES:</u>		
	2012-13 <u>Actual</u>	2013-14 <u>Actual</u>	2014-15 <u>Budget</u>
Develop regional compost Facility through HWMA	No	No	Yes
Permit processes completed for Elk River Trail System	Yes	Yes	Yes
Promotional costs of recycling and waste reduction programs	\$4,000	\$5,000	\$5,000
# of households using curbside recycling collection services	8,154	8,154	8,154
Tonnage diverted through recycling	2,400	3,000	3,600
Diversion rate (recycling)	56%	56%	58%
# of business waste audits	1	1	1

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Facilities Operations

FUND: General
ACCOUNT: 44500



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 362,465	\$ 437,686	\$ 320,377	\$ 443,982
Services and Supplies	264,821	310,360	308,681	242,793
Capital Outlay	77,942	22,260	22,260	14,000
Total Expenditures	\$ 705,228	\$ 770,306	\$ 651,318	\$ 700,775

REVENUES BY FUND:				
General Fund	\$ -	\$ -	\$ -	\$ -
General Fund - Measure O	-	-	-	-
Internal Operations Fund	705,228	770,306	651,318	700,775
Total	\$ 705,228	\$ 770,306	\$ 651,318	\$ 700,775

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Electrician	0.50	0.50	0.50
Harbor & Facilities Superintendent	-	0.50	0.50
Facilities Maintenance Specialist	0.50	-	-
Senior Custodian	1.00	1.00	1.00
Senior Facilities Maintenance Specialist	-	0.50	0.50
Senior Harbor/Facilities Technician	-	0.50	0.50
Custodian	3.00	3.00	3.00
Total	5.00	6.00	6.00

SERVICE LEVEL CHANGES:

None

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Facilities Operations

FUND: General
 ACCOUNT: 44500



COUNCIL GOALS SUPPORTED:

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

PROGRAM GOALS

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

PROGRAM OBJECTIVES:

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

Program/Service Outcomes: <i><u>(based on program objectives)</u></i>	PERFORMANCE MEASURES:			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
Implement schedule for corrective and preventative maintenance for City buildings and facilities	Partial	Partial	Partial	Partial
Continue schedule to provide daily custodial care	Yes	Yes	Yes	Yes
Continue Work Order Backlog System	Yes	Yes	Yes	Yes
Continue program to perform regular maintenance checks to City traffic signals and sewer pump station alarm system	Yes	Yes	Yes	Yes

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Facilities Operations

FUND: General
 ACCOUNT: 44500



Program/Service Outputs: (goods, services, units produced)	PERFORMANCE MEASURES:			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Budget</u>
# of City-owned building maintained	81	82	82	82
# of Offices receiving custodial care on a daily basis	75	75	75	75
# of Restrooms maintained on a daily basis	32	32	32	32
# of Traffic signals maintained on a regular basis	25	26	26	26

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Harbor Operations

FUND: Harbor
ACCOUNT: 44440



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 230,182	\$ 215,653	\$ 239,646	\$ 224,077
Services and Supplies	632,521	337,108	373,235	345,304
Capital Outlay	5,845	7,000	7,000	5,000
Total Expenditures	\$ 868,548	\$ 559,761	\$ 619,881	\$ 574,381

REVENUES BY FUND				
Harbor Fund	\$ 868,548	\$ 559,761	\$ 619,881	\$ 574,381
Total	\$ 868,548	\$ 559,761	\$ 619,881	\$ 574,381

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Harbor Operations Technician I/II	2.00	2.00	2.00
Harbor Operations Supervisor	1.00	-	-
Harbor & Facilities Superintendent	-	0.50	0.50
Senior Harbor/Facilities Technician	-	0.50	0.50
Total	3.00	3.00	3.00

SERVICE LEVEL CHANGES:

None.

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Harbor Operations

FUND:
ACCOUNT:

Harbor
44440



COUNCIL GOALS SUPPORTED:

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

GENERAL PLAN GOALS SUPPORTED:

Water Transportation

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

Coastal Recreation and Access

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

Aquatic Resources and Marine, Wetland, and Riparian Habitat

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

PROGRAM GOALS

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

PROGRAM OBJECTIVES:

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

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Harbor Operations

FUND: Harbor
ACCOUNT: 44440



Program/Service Outcomes: <i>(based on program objectives)</i>	PERFORMANCE MEASURES:			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
Check and maintain docks on a daily basis	Yes	Yes	Yes	Yes
Train staff in use of operations procedures manual	Yes	Yes	Yes	Yes
Continue program to clean up and remove derelict vessels at the Eureka Public Marina	Yes	Yes	Yes	Yes
Implement schedule to contract engineering's survey work and dredging of harbor	Yes	Yes	Yes	Yes
Implement program to provide public marina rental services and event set up at Wharfinger Building	Yes	Yes	Yes	Yes
Implement program to oversee 221 acres of wetlands	Yes	Yes	Yes	Yes
Operation and maintenance of Fisherman's Terminal and C Street Market Square	Yes	Yes	Yes	Yes

Program/Service Outputs: <i>(goods, services, units produced)</i>	PERFORMANCE MEASURES:			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Budget</u>
# docks checked and maintained on a daily basis	11	12	12	12
# of miles of waterfront inspected daily	5	5	5	5
# of restrooms maintained	3	4	4	4

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Wharfinger

FUND: Humboldt Bay
ACCOUNT: 44441



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 75,224	\$ 83,073	\$ 80,419	\$ 86,492
Services and Supplies	22,750	31,117	31,117	29,984
Capital Outlay	4,209	8,000	8,000	-
Total Expenditures	<u>\$ 102,183</u>	<u>\$ 122,190</u>	<u>\$ 119,536</u>	<u>\$ 116,476</u>
REVENUES BY FUND				
Harbor Fund	\$ 102,183	\$ 122,190	\$ 119,536	\$ 116,476
Total	<u>\$ 102,183</u>	<u>\$ 122,190</u>	<u>\$ 119,536</u>	<u>\$ 116,476</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Harbor Facilities Coordinator	1.00	-	-
Harbor Recreation Coordinator	-	1.00	1.00
Total	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

SERVICE LEVEL CHANGES:

None.

Parks & Recreation

DEPARTMENT: Parks & Recreation
 PROGRAM: Wharfinger

FUND: Humboldt Bay
 ACCOUNT: 44441



COUNCIL GOALS SUPPORTED:

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

GENERAL PLAN GOALS SUPPORTED

Coastal Recreation and Access

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

Recreation Services

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

PROGRAM GOALS

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

PROGRAM OBJECTIVES:

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

Program/Service Outcomes: <i>(based on program objectives)</i>	2012-13 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
Implement new building rental regulations and guidelines	Yes	Yes	Yes	Yes
Provide quarterly staff training workshops	Yes	Yes	Yes	Yes
Implement marketing strategy to increase rentals	Yes	Yes	Yes	Yes
Host community wide special events and provide facilities for public rentals	Yes	Yes	Yes	Yes

Parks & Recreation

DEPARTMENT: Parks & Recreation
PROGRAM: Wharfinger

FUND: Humboldt Bay
ACCOUNT: 44441



Program/Service Outputs: (goods, services, units produced)	PERFORMANCE MEASURES:			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Budget</u>
# of Monthly events at the Wharfinger Building	30	35	35	35
Monthly revenues from rentals	\$8,202	\$6,200	\$5,500	\$6,000

Department Summary

Public Works



DEPARTMENT DESCRIPTION:

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

EXPENDITURES BY PROGRAM:	2012-13 Actual	Amended 2013-14 Budget	2013-14 Estimated	2014-15 Budget
Administration	\$ 527,802	\$ 508,835	\$ 509,007	\$ 499,062
Stormwater	245,857	315,851	278,849	219,442
Streets/Alley Maintenance	1,004,125	1,131,382	1,146,523	1,108,445
Water Distribution	2,010,638	1,574,862	1,522,869	1,309,969
Water Treatment	2,486,680	3,168,504	3,133,462	3,151,447
Sewer Collection	1,736,350	1,654,571	1,585,602	1,592,537
Wastewater Treatment	3,324,651	3,634,101	3,603,705	3,504,783
Equipment Operations	1,829,635	2,142,708	2,088,989	2,030,764
Engineering - Administration	-	328,976	96,504	383,052
Engineering - Construction	920,613	941,805	1,114,986	826,565
Engineering - Development	345,854	281,393	365,258	283,209
Engineering - Traffic	226,892	240,463	280,655	355,267
Engineering - Property Management	120,167	141,513	137,230	137,578
Engineering - Airport	109,346	83,446	80,024	63,006
Total	\$ 14,888,610	\$ 16,148,410	\$ 15,943,663	\$ 15,465,126
EXPENDITURES BY CATEGORY:				
Salaries and Benefits	\$ 5,465,756	\$ 5,989,312	\$ 5,768,572	\$ 5,913,509
Services and Supplies	8,995,748	8,976,408	8,940,720	8,358,437
Capital Outlay	427,106	1,182,690	1,234,371	1,193,180
Total	\$ 14,888,610	\$ 16,148,410	\$ 15,943,663	\$ 15,465,126

Department Summary

Public Works



REVENUES BY FUND:	2012-13 Actual	Amended 2013-14 Budget	2013-14 Estimated	2014-15 Budget
General Fund	\$ 1,776,961	\$ 1,065,377	\$ 1,408,454	\$ 1,385,886
General Fund - Measure O	6,325	12,650	24,000	-
Federal/HCAOG	15,782	103,708	129,444	58,086
AB 2928 State Highway Fund	6,086	-	-	-
Gas Tax Fund	641,279	599,595	601,253	746,641
Parking Fund	42,289	40,572	60,418	51,489
Airport	109,346	83,446	80,024	63,006
Water Fund	4,938,023	5,768,017	5,499,868	5,183,602
Wastewater Fund	5,014,038	6,309,936	6,029,674	5,923,936
Wastewater Capital Projects	484,226	-	-	-
Harbor Fund	11,852	13,262	12,474	12,940
Golf Course Fund	12,768	9,139	9,065	8,776
Equipment Operations Fund	1,829,635	2,142,708	2,088,989	2,030,764
Total	<u>\$ 14,888,610</u>	<u>\$ 16,148,410</u>	<u>\$ 15,943,663</u>	<u>\$ 15,465,126</u>

	2012-13 Actual	2013-14 Actual	2014-15 Budget
PERSONNEL:			
Full-time Positions	76.00	76.00	74.00
Regular Part-time Positions			
Total	<u>76.00</u>	<u>76.00</u>	<u>74.00</u>

Public Works

DEPARTMENT: Public Works
PROGRAM: Administration

FUND: Water & Wastewater Fund
ACCOUNT: 44128



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 480,819	\$ 453,013	\$ 453,013	\$ 441,136
Services and Supplies	46,983	55,822	55,994	57,926
Total Expenditures	\$ 527,802	\$ 508,835	\$ 509,007	\$ 499,062

REVENUES BY FUND:				
General fund	\$ 527,802	\$ -	\$ -	\$ 84,285
Water	-	256,255	256,375	207,423
Wastewater	-	252,580	252,632	207,354
Total	\$ 527,802	\$ 508,835	\$ 509,007	\$ 499,062

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Assistant City Manager - Operations	0.75	0.75	-
Public Works Director	1.00	1.00	1.00
Administrative Technician II	-	1.00	1.00
Senior Admin. Assistant	0.70	0.70	1.00
Total	2.45	3.45	3.00

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works
PROGRAM: Administration

FUND: Water & Wastewater Fund
ACCOUNT: 44128



COUNCIL GOALS SUPPORTED:

IMPROVING QUALITY OF LIFE

Supporting Program Goals:

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

Supporting Program Objectives:

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

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

IMPROVING QUALITY OF LIFE BY FACILITATING SUSTAINABILITY EFFORTS

Supporting Program Goals:

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

Supporting Program Objectives:

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

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

Update City procurement policy to incorporate green measures for City Council consideration by January 2014

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

Public Works

DEPARTMENT: Public Works
PROGRAM: Stormwater

FUND: General & Gas Tax
ACCOUNT: 44130



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 154,672	\$ 160,678	\$ 130,283	\$ 111,572
Services and Supplies	91,185	155,173	148,566	107,870
Total Expenditures	\$ 245,857	\$ 315,851	\$ 278,849	\$ 219,442

REVENUES BY FUND:

General Fund	\$ 191,569	\$ 242,386	\$ 205,152	\$ 140,615
General Fund - Measure O	-	-	-	-
Gas Tax	54,288	73,465	73,697	78,827
Total	\$ 245,857	\$ 315,851	\$ 278,849	\$ 219,442

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Street Sweeper Operator	1.00	1.00	1.00
Maintenance Worker I/II	2.00	1.00	1.00
Total	3.00	2.00	2.00

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works
PROGRAM: Stormwater

FUND: General & Gas Tax
ACCOUNT: 44130



COUNCIL GOALS SUPPORTED:

IMPROVING QUALITY OF LIFE BY ENHANCING WATER QUALITY

Supporting Program Goals:

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

Supporting Program Objectives:	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Target
Renew NPDES Permit for years 2011-2016	NA	100%	0%	100%
Submit State Annual NPDES Permit Report	100%	100%	100%	100%
Street Sweep 14,732 Lane Miles of City Streets	0%	100%	100%	100%
Street Sweep 1,080 Lane Miles for Cal Trans	0%	100%	100%	100%
Chair Monthly North Coast Stormwater Coalition Meetings	92%	100%	100%	100%
Continue Permitting for Maintenance of City's Stormwater Drainage	100%	100%	100%	100%
Finalize and Submit to City Council BMP Manuals for Construction	100%	100%	100%	100%
Finalize and Submit to City Pollution Prevention and Good Housekeeping BMP Manual	NA	100%	0%	100%
Draft Integrated Pesticide, Herbicide and Fertilizer Management Plan (IPHFMP)	NA	100%	100%	100%
Finalize and Submit to City Council IPHFMP	NA	100%	100%	100%
Develop Post Construction BMP Maintenance Plan	NA	100%	50%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Stormwater

FUND: General & Gas Tax
ACCOUNT: 44130



CITY BEAUTIFICATION THROUGH PUBLIC EDUCATION ABOUT STORMWATER

Supporting Program Goals:

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

Supporting Program Objectives:	2012-13	2013-14	2013-14	2014-15
	Actual	Target	Estimated	Target
Organize the Annual Mayday Community Clean Up	100%	100%	100%	100%
Continue Stormwater Curriculum at Sequoia Park Zoo	100%	100%	100%	100%
Increase participation in Stormwater Curriculum at Elementary School level.	100%	100%	100%	100%
Finalize and Submit to City Council BMP Manuals for Construction	100%	100%	100%	100%
Complete Marking of City Storm Drains with No Dumping Placards	N/A	100%	90%	100%
Develop and submit at least three PSA's about Stormwater Ordinances and Manuals	100%	100%	100%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Streets/Alley Maintenance

FUND: General & Gas Tax, Parking
ACCOUNT: 44200



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 383,509	\$ 408,673	\$ 408,511	\$ 430,914
Services and Supplies	599,976	717,709	733,012	672,531
Capital Outlay	20,640	5,000	5,000	5,000
Total Expenditures	\$ 1,004,125	\$ 1,131,382	\$ 1,146,523	\$ 1,108,445

REVENUES BY FUND:				
General Fund	\$ 471,725	\$ 560,164	\$ 558,855	\$ 555,915
General Fund - Measure O	6,325	12,650	24,000	-
HCAOG RSTP	15,782	-	-	-
Gas Tax Fund	475,145	526,130	527,556	517,049
Parking Fund	35,148	32,438	36,112	35,481
Total	\$ 1,004,125	\$ 1,131,382	\$ 1,146,523	\$ 1,108,445

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Public Works Operations Manager	0.33	0.33	0.33
Maintenance Supervisor	0.50	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00
Maintenance Worker I/II	3.00	3.00	2.00
Senior Maintenance Worker	1.00	1.00	1.00
Total	5.83	6.33	5.33

SERVICE LEVEL CHANGES:

Maintenance Worker I/II position was eliminated (1 FTE)

Public Works

DEPARTMENT: Public Works
PROGRAM: Streets/Alley Maintenance

FUND: General & Gas Tax, Parking
ACCOUNT: 44200



COUNCIL GOALS SUPPORTED:

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

Supporting Program Goals:

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

Supporting Program Objectives:	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Continue Sidewalk Improvement Program	N/A	15%	15%	20%
Implement Modernized Preservation Principles for Street Maintenance	Yes	Yes	Yes	Yes
Implement a Thermal Plastic Street Marking Program	N/A	N/A	N/A	5%

IMPROVING QUALITY OF LIFE BY ENHANCING WATER QUALITY

Supporting Program Goals:

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

Supporting Program Objectives:	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Implement Best Management Practices in Street Maintenance Activities Relating to Stormwater Runoff	25%	30%	30%	50%
Maintain City Storm Drain Outfalls in a Manner to Prevent Erosion of Creeks and Gulches	Yes	Yes	Yes	Yes
Maintain 120 Miles of Streets	100%	100%	100%	100%
Number of Lane Miles cleaned by Street Sweeper	9,821	9,821	9,821	9,821
Number of Lane Miles cleaned for Caltrans	1,080	1,080	1,080	540

Public Works

DEPARTMENT: Public Works
PROGRAM: Water Distribution

FUND: Water
ACCOUNT: 44370



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 752,042	\$ 863,252	\$ 798,731	\$ 716,702
Services and Supplies	1,216,681	606,610	607,007	538,267
Capital Outlay	41,915	105,000	117,131	55,000
Total Expenditures	<u>\$ 2,010,638</u>	<u>\$ 1,574,862</u>	<u>\$ 1,522,869</u>	<u>\$ 1,309,969</u>

REVENUES BY FUND:				
Water	\$ 2,010,638	\$ 1,574,862	\$ 1,522,869	\$ 1,309,969
Water Capital Projects	-	-	-	-
Total	<u>\$ 2,010,638</u>	<u>\$ 1,574,862</u>	<u>\$ 1,522,869</u>	<u>\$ 1,309,969</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Public Works Operations Manager	0.34	0.34	0.34
Utility Maintenance Supervisor	1.00	1.00	1.00
Senior Utility Worker	2.00	2.00	2.00
Water System Specialist	1.00	1.00	1.00
Utility Worker I/II	4.00	5.00	5.00
Electrician	1.00	1.00	1.00
Facilities Maintenance Specialist	0.25	-	-
Senior Facilities Maintenance Specialist	-	0.25	0.25
Total	<u>9.59</u>	<u>10.59</u>	<u>10.59</u>

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works
PROGRAM: Water Distribution

FUND:
ACCOUNT:

Water
44370



COUNCIL GOALS SUPPORTED:

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

Supporting Program Goals:

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

Supporting Program Objectives:	PERFORMANCE MEASURES:			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Target
Support City Laboratory Staff in the Collection of Water Samples for Quality Testing	Yes	Yes	Yes	Yes
Continue Water Gate Valve Maintenance Program	Yes	Yes	Yes	Yes
Protect Water Quality During Emergency and Routine Repairs	100%	100%	100%	100%
Provide Necessary Training for Division Personnel to Maintain State Certificates	100%	100%	100%	100%
Test All Backflow Protection Devices Connected to the City's Distribution System	100%	100%	100%	100%
Maintain 125 Miles of Water Main	100%	100%	100%	100%
Maintain 9,968 Water Services	100%	100%	100%	100%
Resolve Citizen Service Requests in a Timely Manner with a Mutually Agreed Solution	95%	95%	95%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Water Treatment

FUND: Water
ACCOUNT: 44420



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 316,198	\$ 354,408	\$ 319,115	\$ 349,920
Services and Supplies	2,164,138	2,761,001	2,761,252	2,789,037
Capital Outlay	6,344	53,095	53,095	12,490
Total	\$ 2,486,680	\$ 3,168,504	\$ 3,133,462	\$ 3,151,447

REVENUES BY FUND:

Water Treatment	\$ 2,486,680	\$ 3,168,504	\$ 3,133,462	\$ 3,151,447
Total	\$ 2,486,680	\$ 3,168,504	\$ 3,133,462	\$ 3,151,447

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Utility Operations Manager	0.25	0.25	0.25
Utility Operations Supervisor	1.00	1.00	1.00
Utility Maintenance Supervisor	0.20	0.20	0.20
Water Quality Supervisor	0.20	0.20	0.20
Water Quality Technician	0.30	0.30	0.30
Industrial Maintenance Technician	0.20	0.20	0.20
Treatment Plant Operator I/II	2.00	2.00	2.00
Administrative Assistant	0.10	0.10	0.10
Total	4.25	4.25	4.25

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works
PROGRAM: Water Treatment

FUND: Water
ACCOUNT: 44420



COUNCIL GOALS SUPPORTED:

MAINTAIN THE HIGH QUALITY OF DELIVERED WATER

<u>Supporting Program Objectives</u>	2012-13	<u>PERFORMANCE MEASURES:</u>		2014-15
	<u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	<u>Target</u>
Number of water quality complaints	8	0	5	0
Number of positive microbiological samples	0	0	0	0
Maintain drinking water chlorine concentrations	0.18-1.1 mg/L	0.5 mg/L	0.17-0.61 mg/L	0.55 mg/L
Conduct triannual potable water lead and copper study		100%	100%	100%

MAINTAIN RESPONSIVE CUSTOMER SERVICE

<u>Supporting Program Objectives</u>	2012-13	<u>PERFORMANCE MEASURES:</u>		2014-15
	<u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	<u>Budget</u>
Respond to all customer complaints within 24 hours	100%	100%	100%	100%
Resolve all customer complaints	100%	100%	100%	100%

ENSURE THAT FACILITY EQUIPMENT IS PROPERLY MAINTAINED AND UPGRADED

<u>Supporting Program Objectives</u>	2012-13	<u>PERFORMANCE MEASURES:</u>		2014-15
	<u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	<u>Budget</u>
Install new SCADA system	Defer	100%	100%	100%
Reroof the Lundbar Hills boost station	Defer	50%	50%	Complete
Install equipment for the new Lundbar Hills Valve	Defer	100%	100%	Complete
Implement the security and equipment upgrade project to the treatment plant	Defer	100%	100%	Complete
Design and install new fluoride feed system.	Defer	Defer	0%	100%
Begin a review of the facility operations & maintenance manual.	Defer	Defer	Defer	Defer
Repaint the plant administration building	Defer	100%	100%	Complete
Install new high pump at Harris and K	Defer	Defer	Defer	Defer

Public Works

DEPARTMENT: Public Works

FUND: Wastewater

PROGRAM: Sewer Collection

ACCOUNT: 44380



PROGRAM DESCRIPTION:

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

PROGRAM EXPENDITURES:	2012-13 Actual	Amended 2013-14 Budget	2013-14 Estimated	2014-15 Budget
Salaries and Benefits	\$ 637,076	\$ 865,016	\$ 763,980	\$ 733,649
Services and Supplies	1,052,397	673,555	671,766	604,888
Capital Outlay	46,877	116,000	149,856	254,000
Total Expenditures	\$ 1,736,350	\$ 1,654,571	\$ 1,585,602	\$ 1,592,537

REVENUES BY FUND:

Sewer Collection	\$ 1,736,350	\$ 1,654,571	\$ 1,585,602	\$ 1,592,537
Total	\$ 1,736,350	\$ 1,654,571	\$ 1,585,602	\$ 1,592,537

FULL TIME AND REGULAR PART-TIME POSITIONS:	2012-13 Actual	2013-14 Actual	2014-15 Budget
Public Works Operations Manager	0.33	0.33	0.33
Public Works - Project Manager	0.25	-	-
Utility Maintenance Supervisor	1.00	1.00	1.00
Senior Utility Worker	2.00	2.00	2.00
Maintenance Worker I/II	2.50	3.00	2.50
Utility Worker I/II	2.50	3.00	3.50
Wastewater Technician	1.00	1.00	-
Facilities Maintenance Specialist	0.25	-	-
Senior Facilities Maintenance Specialist	-	0.25	0.25
Electrician	0.50	0.50	0.50
Total	10.33	11.08	10.08

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works

FUND: Wastewater
Collection



PROGRAM: Sewer Collection

ACCOUNT: 44380

CITY GOALS SUPPORTED:

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

Supporting Program Goals:

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

<u>Supporting Program Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Continued Required Updates of Sewer System Management Plan	N/A	35%	75%	100%
Enhance Preventative Maintenance Programs to Reduce/Eliminate Service Disruptions and Sanitary Sewer Overflows	25%	30%	30%	35%
Maintain Close Working Relationships with Federal, State and Local Regulatory Agencies	Yes	Yes	Yes	Yes
Maintain 130 Miles of Collection System Mains	100%	100%	100%	100%

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

Supporting Program Goals:

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

<u>Supporting Program Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Continue Staff Participation in Development of Wastewater Facilities Plan	100%	100%	100%	100%
Work with Finance, Engineering and City Consultant to Develop New Rate Structure	100%	100%	100%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Wastewater Treatment

FUND: Wastewater
 Operating
ACCOUNT: 44430



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	2012-13 Actual	Amended 2013-14 Budget	2013-14 Estimated	2014-15 Budget
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 1,131,420	\$ 1,118,397	\$ 1,099,660	\$ 1,290,554
Services and Supplies	2,043,548	2,171,109	2,175,215	1,875,539
Capital Outlay	149,683	344,595	328,830	338,690
Total Expenditures	\$ 3,324,651	\$ 3,634,101	\$ 3,603,705	\$ 3,504,783
REVENUES BY FUND:				
WW Treatment	\$ 2,840,425	\$ 3,634,101	\$ 3,603,705	\$ 3,504,783
WW Capital Projects	484,226	-	-	-
Total	\$ 3,324,651	\$ 3,634,101	\$ 3,603,705	\$ 3,504,783

	2012-13 Actual	2013-14 Actual	2014-15 Budget
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Utility Operations Manager	0.75	0.75	0.75
Utility Operations Supervisor	1.00	1.00	1.00
Utility Maintenance Supervisor	0.80	0.80	0.80
Source Control Inspector	1.00	1.00	-
Source Control Supervisor	1.00	1.00	1.00
Water Quality Supervisor	0.80	0.80	0.80
Water Quality Technician	1.70	1.70	1.70
Industrial Maintenance Technician	0.80	0.80	0.80
Senior Utility Worker	1.00	1.00	1.00
Treatment Plant Operator I/II	2.00	2.00	2.00
Utility Worker I/II	4.00	4.00	4.00
Administrative Assistant	0.90	0.90	0.90
Total	15.75	15.75	14.75

SERVICE LEVEL CHANGES:

Wastewater Technician was reclassified to a new Infiltration & Inflow Coordinator position in Public Works - Engineering Administration.

Public Works

DEPARTMENT: Public Works
PROGRAM: Wastewater Treatment

FUND: Wastewater
Operating
ACCOUNT: 44430



CITY GOALS SUPPORTED:

PROVIDE COST EFFECTIVE PROTECTION OF PUBLIC HEALTH AND THE ENVIRONMENT

<u>Supporting Program Objectives</u>	<u>2012-13 Actual</u>	<u>PERFORMANCE MEASURES:</u>		<u>2014-15 Target</u>
		<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	
Minimize discharge requirement exceedences	2	0	2	0
All operators to be certified grade 3 or higher.	2	3	3	3
Maintain cost of operation per MG treated	\$1,733	\$1,500	\$1,937	\$2,000

ENSURE THAT DIVISION FACILITIES ARE PROPERLY MAINTAINED AND UPGRADED

<u>Supporting Program Objectives</u>	<u>2012-13 Actual</u>	<u>PERFORMANCE MEASURES:</u>		<u>2014-15 Target</u>
		<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	
Update the maintenance management system	0%	100%	0%	100%
Construct phase 2, biosolids dewatering facility	0%	100%	0%	100%
Secure biosolids transport and disposal options	25%	100%	0%	100%
Install variable speed drives on pumping station	N/A	100%	0%	33%
Install lift station and treatment plant operational components	N/A	100%	75%	100%
Replace lift station radio system	N/A	100%	0%	100%
Treatment Plant SCADA System	N/A	100%	0%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Equipment Operations

FUND: Equipment Operations
ACCOUNT: 44360



PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 535,311	\$ 609,048	\$ 597,359	\$ 649,929
Services and Supplies	1,230,779	1,022,660	980,630	913,835
Capital Outlay	63,545	511,000	511,000	467,000
Total Expenditures	<u>\$ 1,829,635</u>	<u>\$ 2,142,708</u>	<u>\$ 2,088,989</u>	<u>\$ 2,030,764</u>

REVENUES BY FUND:				
Equipment Operations	\$ 1,829,635	\$ 2,142,708	\$ 2,088,989	\$ 2,030,764
Total	<u>\$ 1,829,635</u>	<u>\$ 2,142,708</u>	<u>\$ 2,088,989</u>	<u>\$ 2,030,764</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Fleet Services Manager	-	-	1.00
Fleet Services Superintendent	1.00	1.00	-
Senior Equipment Mechanic	1.00	1.00	1.00
Equipment Mechanic	4.00	4.00	4.00
Equipment Services Technician	1.00	1.00	1.00
Inventory Control Specialist	1.00	1.00	1.00
Total	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works

FUND: Equipment
Operations

PROGRAM: Equipment Operations

ACCOUNT: 44360



PROGRAM GOALS:

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

PROGRAM OBJECTIVES:

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

<u>Supporting Program Objectives:</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Quarterly Fuel Reviews Completed	4	4	4	4
Vehicles/Equipment Replaced	8	11	6	11
Clean Air Vehicles Purchased	5	5	3	5
Standardized Purchases	6	11	6	11

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



PROGRAM MISSION:

Provide professional engineering management and administrative support for effective, efficient operation, maintenance and improvement of the City's infrastructure, property and resources, and provide timely, friendly service to the citizens of Eureka.

PROGRAM DESCRIPTION:

The Administration and Management Division provides direct assistance and communications to the City Manager and the Director of Public Works; oversees and directs activities within the Engineering Department; and provides administrative support for Engineering and Public Works staff over a range of community services that are vital to quality of life within the City. These services include: planning, design and construction of Water Transmission, Treatment and Distribution facilities; Wastewater Collection, Treatment and Disposal facility improvements; Streets, Trails and Sidewalk improvements; Traffic Signals operation and upgrades; Traffic Safety and Responses to Public Concerns; Development Review and Permits; and Property Management. Administration/Management staff serve and support several City Commissions and sister agencies such as the Humboldt County Association of Governments, County, Humboldt Community Services District, Caltrans and others.

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ -	\$ 243,170	\$ -	\$ 339,120
Services and Supplies	-	37,806	35,611	40,932
Capital Outlay	-	48,000	60,893	3,000
Total Expenditures	<u>\$ -</u>	<u>\$ 328,976</u>	<u>\$ 96,504</u>	<u>\$ 383,052</u>

REVENUES BY FUND:

General Fund	\$ -	\$ -	\$ -	\$ 86,584
Water	-	164,496	47,761	95,288
Wastewater	-	164,480	48,743	201,180
Total	<u>\$ -</u>	<u>\$ 328,976</u>	<u>\$ 96,504</u>	<u>\$ 383,052</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
City Engineer	1.00	1.00	1.00
I/I Coordinator	-	-	1.00
Administrative Technician II	1.00	1.00	1.00
Total	<u>2.00</u>	<u>2.00</u>	<u>3.00</u>

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



COUNCIL GOALS SUPPORTED:

INCREASE RESILIENCE IN OUR CITY BUDGET TO FLUCTUATIONS IN REVENUE AND OUTSIDE FUNDING SOURCES				
	2012-13 Actual	PERFORMANCE MEASURES:		
		2013-14 Target	2013-14 Estimated	2014-15 Target
<u>Supporting Department Objectives:</u>				
Actively seek grant and loan funding for needed infrastructure improvements and maintenance	N/A	+25%	+10%	+15%
Recover full cost of reviewing and issuing permits and other engineering department products	N/A	+15%	+15%	+15%
Stricter oversight and management of Outside consultants hired to design/observe City projects	N/A	N/A	N/A	+10%
Transfer General Fund-related staff salaries to Enterprise Funds as appropriate	N/A	+20%	+20%	-20%
PROMOTE EFFECTIVE AND TIMELY COLLABORATION BETWEEN ENGINEERING STAFF AND OTHER DEPARTMENTS				
	2012-13 Actual	PERFORMANCE MEASURES:		
		2013-14 Target	2013-14 Estimated	2014-15 Target
<u>Supporting Department Objectives:</u>				
Support Public Works staff on infrastructure repair and maintenance projects	N/A	100%	100%	100%
Provide timely processing of referrals from Community Development	N/A	100%	95%	100%
PROVIDE FRIENDLY AND TIMELY SERVICE TO THE CITIZENS OF EUREKA				
	2012-13 Actual	PERFORMANCE MEASURES:		
		2013-14 Target	2013-14 Estimated	2014-15 Target
<u>Supporting Department Objectives</u>				
Provide staffing assistance to the Development Division as needed to match workload	N/A	100%	90%	100%
Provide direction on controversial issues seeking to find compromises that support progress while protecting City interests and meeting City constraints	N/A	100%	100%	100%

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



PROMOTE THE EUREKA STREET TREE PLAN AND ENCOURAGE BOTH THE PUBLIC AND PRIVATE PLANTING AND MAINTENANCE OF TREES				
	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives:</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
No cost encroachment permits for review and installation of private street trees (number of permits)	N/A	100%	100%	100%
Assist Keep Eureka Beautiful staff in a timely manner	N/A	100%	100%	100%
Coordinate physical work and tree installation schedules with Public Works staff	N/A	100%	100%	100%
Incorporate street trees into City-owned sidewalk areas as appropriate	N/A	100%	100%	100%
EXPAND AND ENHANCE THE CORE AREA				
	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives:</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Promote and program sidewalk cafes	N/A	+20%	+5%	+5%
Enhance streetscape elements	N/A	+20%	+10%	+5%
Program modernization changes within the Gazebo area	N/A	50%	0%	+5%
Support Art in Public Places	N/A	100%	100%	100%
Partner with Developers in Blight Areas	N/A	N/A	N/A	50%
MAKE MEASURABLE PROGRESS ON SEWER SYSTEM REPAIRS THAT REMOVE SOURCES OF INFILTRATION AND INFLOW				
	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives:</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Hire I/I Manager	N/A	100%	0%	100%
Initiate work on draft I/I project remediation list	N/A	100%	100%	Complete
Complete I/I remediation project program and incorporate into CIP	N/A	100%	0%	50%

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering

FUND: General
ACCOUNT: 44120



SUCCESSFUL COMPLETION OF THE CITY'S NPDES PERMIT RENEWAL FOR ELK RIVER WWTP				
	2012-13	PERFORMANCE MEASURES:		
		2013-14	2013-14	2014-15
<u>Supporting Department Objectives:</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Continue to direct Brown and Caldwell in the Wastewater Facility Planning process and guide them in completing tasks relevant to City's NPDES permit	N/A	100%	95%	100%
Develop strategy to address WWTP capacity	N/A	100%	75%	90%
Pursue Sewer Lateral Ordinance modifications to address infiltration and inflow issues	N/A	100%	5%	50%
SUCCESSFUL COMPLETION OF CITY INFRASTRUCTURE IN SUPPORT OF THE LOST COAST BREWERY PROJECT				
	2012-13	PERFORMANCE MEASURES:		
		2013-14	2013-14	2014-15
<u>Supporting Department Objectives:</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Complete Sunset Reconstruction Project design, bidding and construction	N/A	100%	95%	100%
Reach agreement on onsite/offsite wastewater treatment strategies	N/A	100%	75%	100%
Timely processing of permit referrals from Community Development	N/A	100%	100%	Complete
Complete Design, Bid and Construction Phases of Hilfiker Lift Station Upgrades	N/A	N/A	N/A	100%
MAKE PROGRESS ON SOUTH GATEWAY PROJECT BY COMPLETING PROJECT STUDY REPORT				
	2012-13	PERFORMANCE MEASURES:		
		2013-14	2013-14	2014-15
<u>Supporting Department Objectives:</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Reach agreement on program strategy with stakeholders by October, 2013	N/A	100%	20%	100%
Complete Project Study Report (PSR) by April, 2014	N/A	100%	5%	100%
Develop program for next steps in project along with schedule for completion	N/A	100%	5%	100%
Prepare/Issue RFP for Outside Consultant by July, 2014	N/A	N/A	N/A	100%

Public Works

DEPARTMENT: Public Works

FUND: General Fund
Parking Fund
Water Fund
Wastewater Fund



PROGRAM: Engineering - Construction

ACCOUNT: 44122

PROGRAM MISSION:

To provide professional civil engineering services, including planning, design, quality assurance review, oversight, and project management, to all City departments in support of the City's General Plan and City Council goals and for the effective and efficient operation, maintenance, and improvement of the City's infrastructure and resources.

PROGRAM DESCRIPTION:

The Engineering Construction Division is responsible for planning, designing, writing technical specifications, preparing bid documents, and managing the construction of capital improvement projects relating to water (transmission and distribution pipelines and valves, pump stations, treatment and storage facilities, and service connections), wastewater (service connections, collection system, pump stations, and treatment facilities), roads, drainage facilities, parks, and other City infrastructure. The Construction Division also oversees the preparation of studies, reports, and analyses relating to the planning and condition assessment of City infrastructure and assists other City departments with various projects.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 541,088	\$ 423,685	\$ 598,430	\$ 272,752
Services and Supplies	379,256	518,120	516,556	553,813
Capital Outlay	269	-	-	-
Total Expenditures	\$ 920,613	\$ 941,805	\$ 1,114,986	\$ 826,565

REVENUES BY FUND:

General Fund	\$ 231,866	\$ -	\$ 289,822	\$ 165,369
Parking Fund	6,336	8,134	13,344	13,008
Water Fund	343,758	466,658	405,821	324,266
Wastewater Fund	338,653	467,013	405,999	323,922
Total	\$ 920,613	\$ 941,805	\$ 1,114,986	\$ 826,565

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
City Engineer	1.00	1.00	-
Associate Civil Engineer	1.00	1.00	1.00
Assistant Engineer I/II	2.00	1.00	1.00
Engineering Technician I/II	1.00	2.00	1.00
Traffic Engineering Analyst	-	0.10	0.10
Total	5.00	5.10	3.10

SERVICE LEVEL CHANGES:

Engineering Tech I/II position was eliminated (1 FTE)

Public Works

DEPARTMENT: Public Works

FUND: General Fund
Parking Fund
Water Fund
Wastewater Fund



PROGRAM: Engineering - Construction

ACCOUNT: 44122

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

None

GENERAL PLAN and COUNCIL GOALS SUPPORTED:

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

- Promote operation and expansion of fishing-related industry.
- Support the water transportation needs of commercial fishing and recreational boating operations.
- Enhance and expand opportunities for recreational and visitor serving waterfront activities.
- Create gateways to the waterfront/inner harbor and Core Area.
- Coordinate and promote bikeway system, and promote installation of bike racks.
- Provide for trails and walking facilities to allow for safe and convenient pedestrian movement.

<u>The following projects support the above-referenced goals and policies:</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Salt Marsh Mitigation (\$350K)	50%	65%	60%	70%
Fishermen's Terminal PV System (\$200K)	100%	–	Complete	Complete
Waterfront Drive Connection Phase 2 – G Street to J Street Design & Right-of-Way Acquisition (\$1.2M)	10%	100%	80%	100%
Waterfront Drive Connection Phase 2 – G Street to J Street (\$2.4M)	–	–	–	10%
Carson Mill Site Cleanup (\$240K)	95%	100%	100%	Complete

GENERAL PLAN and COUNCIL GOALS SUPPORTED:

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

- Collect and convey stormwater in a manner that least inconveniences the public, reduces or prevents potential water-related damage, and protects the environment.
- In the Martin Slough Drainage Basin, the City shall cooperate with Humboldt County and affected landowners to minimize potential damage and economic loss arising from stormwater runoff.

<u>The following projects support the above-referenced goals and policies:</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Martin Slough Enhancement Project (\$4.4M)	10%	–	15%	–

Public Works

DEPARTMENT: Public Works

FUND: General Fund
 Parking Fund
 Water Fund
 Wastewater Fund



PROGRAM: Engineering - Construction

ACCOUNT: 44122

GENERAL PLAN and COUNCIL GOALS SUPPORTED:

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

- *Ensure the effective and efficient provision of public services for existing and new development.*
- *Require that all land designated for urban development be served by adequate water and other utilities necessary for health, safety, and welfare of citizens and property.*
- *Protect visitors and residents of Eureka from injury and loss of life and protect property from fires.*
- *Maintain, enhance, and restore water, wastewater, and storm facilities serving the Planning Area.*
- *Ensure the availability of an adequate and safe water supply and the maintenance of high quality water for residents of and visitors to Eureka.*
- *Preserve water system capacity for priority uses.*

<u><i>The following projects support the above-referenced goals and policies:</i></u>	PERFORMANCE MEASURES:			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Target
Ensure Capital Improvement Program includes water, wastewater, drainage, and road improvement projects to support planned economic development.	Yes	Yes	Yes	Yes
Develop and Revise Engineering Standards and Standard Drawings	80%	100%	80%	100%
Paving at Regional Public Safety Training Site	10%	100%	30%	100%
HBF Fire Station Improvements – FEMA Assistance to Firefighters Grant (\$200K)	80%	100%	90%	100%
Design and Construct Sunset Avenue Improvement Project (\$825K)	20%	100%	50%	100%
Design Mad River Pipeline Phase IV (\$220K)	100%	–	–	–
Construct Mad River Pipeline Phase IV (\$2M)	55%	100%	100%	–
Construct Reservoir Maintenance and Security Project Phase 3 (\$1.2M)	50%	50%	50%	50%
Design and Construct Water Improvements 2013 (\$600K)	30%	100%	100%	Complete
Design and Construct Water Improvements 2014 (\$500K)	–	50%	30%	100%
Water SCADA Replacement (\$200K)	50%	100%	80%	100%
SCADA Infrastructure Upgrade (\$250K)	50%	100%	80%	100%
Model Water System Infrastructure (\$50K)	70%	100%	80%	100%
Design High Zone Water Pump Station (City)	–	20%	–	–

Public Works

DEPARTMENT: Public Works

FUND: General Fund
 Parking Fund
 Water Fund
 Wastewater Fund



PROGRAM: Engineering - Construction

ACCOUNT: 44122

GENERAL PLAN and COUNCIL GOALS SUPPORTED:

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

- *Ensure the effective and efficient provision of public services for existing and new development.*
- *Require that all land designated for urban development be served by adequate water and other utilities necessary for health, safety, and welfare of citizens and property.*
- *Maintain, enhance, and restore water, wastewater, and storm facilities serving the Planning Area.*
- *Ensure effective and efficient wastewater collection, treatment, and disposal.*
- *Promote reduced wastewater system demand.*
- *Continued correction of inflow and infiltration in the wastewater collection system.*

<u><i>The following projects support the above-referenced goals and policies:</i></u>	2012-13 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
Ensure Capital Improvement Program includes water, wastewater, drainage, and road improvement projects to support planned economic development.	Yes	Yes	Yes	Yes
Develop and Revise Engineering Standards and Standard Drawings	80%	100%	80%	90%
Construct Martin Slough Interceptor (\$6.7M)	100%	Complete	Complete	Complete
Construct Martin Slough Pump St'n (\$5.2M)	85%	100%	100%	Complete
Design Martin Slough Force Main (\$400K)	100%	90%	Complete	–
Construct Martin Slough Force Main (\$7.6M)	–	100%	75%	100%
Digester Maintenance Project (\$300K)	100%	Complete	Complete	Complete
Design and Construct Standby Generator for Wastewater Treatment Plant (\$400K)	5%	100%	100%	Complete
Design and Construct Sewer Improvements 2013 (\$140K)	5%	100%	100%	Complete
Design and Construct Hilfiker Lane Dry Well Conversion Project (\$300K)	–	100%	20%	100%
Cross Town Interceptor Assessment (\$85K)	100%	–	–	–
Design and Construct Sunset Avenue Improvement Project (\$600K)	20%	100%	75%	100%
Lift Station SCADA Replacement (\$60K)	40%	100%	40%	100%
SCADA Infrastructure Upgrade (\$250K)	50%	100%	90%	100%

Public Works

DEPARTMENT: Public Works

FUND: General Fund
Water Fund
Wastewater Oper Fund
Humboldt Bay



PROGRAM: Engineering - Development

ACCOUNT: 44124

PROGRAM MISSION:

To provide professional Engineering and management support for the effective and efficient operation, maintenance, and improvement of the City's infrastructure and resources.

PROGRAM DESCRIPTION:

The Engineering Department Development Division is responsible for the review, development, administration, and implementation of the City long-range Capital Improvement Program (CIP) along with coordination of all development related issues as they pertain to City infrastructure. The Development Division reviews: building permits and design review permits; use permits; coastal development permits; street, alley and easement vacations; City project referrals; County project referrals; State project referrals; condition for and compliance with State laws for lot-line adjustments, parcel maps, and subdivision maps; and street tree installation setbacks from utilities, signs and poles. The Development Division also answers many questions regarding uses within City right-of-ways. The Development Division manages all development related Customer Service Request issues including issuing water, sewer, encroachment, transportation and fire hydrant permits and performing inspections for all required public improvements within City right-of-ways. Development also provides support to the Parking Place Commission, the Transportation Safety Commission and the Humboldt County Liaison Committee.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 270,607	\$ 199,221	\$ 279,662	\$ 224,611
Services and Supplies	63,413	82,172	85,596	58,598
Capital Outlay	11,834	-	-	-
Total Expenditures	<u>\$ 345,854</u>	<u>\$ 281,393</u>	<u>\$ 365,258</u>	<u>\$ 283,209</u>
REVENUES BY FUND:				
General Fund	\$ 144,142	\$ -	\$ 91,816	\$ 87,040
Water Fund	96,947	137,242	133,580	95,209
Wastewater Fund	98,610	137,191	132,993	94,160
Harbor Fund	6,155	6,960	6,869	6,800
Total	<u>\$ 345,854</u>	<u>\$ 281,393</u>	<u>\$ 365,258</u>	<u>\$ 283,209</u>

Public Works

DEPARTMENT: Public Works

FUND: General Fund
Water Fund
Wastewater Oper Fund
Humboldt Bay



PROGRAM: Engineering - Development

ACCOUNT: 44124

PROMOTE BICYCLE AND PEDESTRIAN USE OF OUR CITY STREETS

<u>Supporting Department Objectives</u>	<u>2012-13</u> <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2013-14</u> <u>Target</u>	<u>2013-14</u> <u>Estimated</u>	<u>2014-15</u> <u>Target</u>
Require ADA accessible driveways during building permits to allow all pedestrians to use public sidewalks (number of permits reviewed)	205	200	200	200

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

<u>Supporting Department Objectives</u>	<u>2012-13</u> <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2013-14</u> <u>Target</u>	<u>2013-14</u> <u>Estimated</u>	<u>2014-15</u> <u>Target</u>
No cost encroachment permits for review and installation of private street trees (number of permits)	13	50	20	50

**TO EXPAND AND ENHANCE THE CORE AREA AS A TOURIST DESTINATION.
TO REVITALIZE THE CORE AREA WATERFRONT, ENHANCING COASTAL-RELATED TOURISM AND RECREATION.**

<u>Supporting Department Objectives</u>	<u>2012-13</u> <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2013-14</u> <u>Target</u>	<u>2013-14</u> <u>Estimated</u>	<u>2014-15</u> <u>Target</u>
Sidewalk Cafes	ongoing	ongoing	ongoing	ongoing

PROMOTE CULTURAL ARTS WITHIN THE CORE AREA.

<u>Supporting Department Objectives</u>	<u>2012-13</u> <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2013-14</u> <u>Target</u>	<u>2013-14</u> <u>Estimated</u>	<u>2014-15</u> <u>Target</u>
Art in Public Places	ongoing	ongoing	ongoing	ongoing

Public Works

DEPARTMENT: Public Works

FUND: General Fund
Water Fund
Wastewater Oper Fund
Humboldt Bay



PROGRAM: Engineering - Development

ACCOUNT: 44124

TO MAINTAIN THE DISTINCTIVE ARCHITECTURE, HISTORIC CHARACTER, AND LANDSCAPE QUALITY WITHIN THE CORE AREA. TO CREATE A SAFE CLEAN PEDESTRIAN-ORIENTED CENTRAL CORE AREA THAT ATTRACTS VISITORS AND RESIDENTS.

<u>Supporting Department Objectives</u>	2012-13 <u>Actual</u>	PERFORMANCE MEASURES:		
		2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
Maintain the basic scale and character of the traditional grid street pattern	ongoing	ongoing	ongoing	ongoing
Enhance streetscape elements	ongoing	ongoing	ongoing	ongoing
Street lighting for pedestrian environment	ongoing	ongoing	ongoing	ongoing
Adequate and attractive trash receptacles	ongoing	ongoing	ongoing	ongoing

TO SUPPORT ECONOMIC DEVELOPMENT WITHIN THE CITY

<u>Supporting Department Objectives</u>	2012-13 <u>Actual</u>	PERFORMANCE MEASURES:		
		2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
Sunset Road Improvements Design	N/A	100%	100%	Complete
Bid and Award Construction Contract for Sunset Road Improvements	N/A	100%	100%	Complete
Complete Sunset Construction by Summer 2014	N/A	100%	75%	100%
Provide timely, friendly processing of Permits and related services to the general public	ongoing	ongoing	ongoing	ongoing

Public Works

DEPARTMENT: Public Works

FUND: General Fund
Water Fund
Wastewater Oper Fund
Humboldt Bay



PROGRAM: Engineering - Development

ACCOUNT: 44124

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
1. Streets shall be in accordance with classifications	ongoing	ongoing	ongoing	ongoing
2. Maintain Level of Service "C"	ongoing	ongoing	ongoing	ongoing
3. Street cross sections in accordance with standards	ongoing	ongoing	ongoing	ongoing
4. Pursue funding options	ongoing	ongoing	ongoing	ongoing
5. New developments contribute towards improvements	ongoing	ongoing	ongoing	ongoing
6. Implement traffic controls for safety	ongoing	ongoing	ongoing	ongoing
7. Provide for sight distance	ongoing	ongoing	ongoing	ongoing
8. Provide sufficient off-street parking	ongoing	ongoing	ongoing	ongoing
9. Develop Bikeway system	ongoing	ongoing	ongoing	ongoing
10. Promote installation of bicycle racks	ongoing	ongoing	ongoing	ongoing
11. Ensure walkways are protected from vehicles	ongoing	ongoing	ongoing	ongoing
12. Promote infill and extension of sidewalks	ongoing	ongoing	ongoing	ongoing

TO ENSURE ADEQUATE AND SAFE WATER SUPPLY.

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
1. New development shall connect to public water	ongoing	ongoing	ongoing	ongoing
2. New development shall construct upgrades necessary for the new development	ongoing	ongoing	ongoing	ongoing

Public Works

DEPARTMENT: Public Works

FUND: General Fund
Water Fund
Wastewater Oper Fund
Humboldt Bay



PROGRAM: Engineering - Development

ACCOUNT: 44124

TO ENSURE ADEQUATE WASTEWATER COLLECTION, TREATMENT AND DISPOSAL.				
	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
1. New development shall connect to public sewer	ongoing	ongoing	ongoing	ongoing
2. New development shall construct upgrades necessary for the new development	ongoing	ongoing	ongoing	ongoing
3. Prohibit on-site sewage disposal systems	ongoing	ongoing	ongoing	ongoing
4. Require pretreatment of commercial and industrial wastes	ongoing	ongoing	ongoing	ongoing

TO COLLECT AND CONVEY STORMWATER.				
	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Encourage use of natural drainage systems.	ongoing	ongoing	ongoing	ongoing

TO PROTECT RESIDENTS, VISITORS AND PROPERTY FROM INJURY OR LOSS DUE TO FIRES.				
	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Through project referral process, ensure water main size, water flow, fire hydrant spacing meet City standards	ongoing	ongoing	ongoing	ongoing

TO PROTECT AND ENHANCE EUREKA'S NATURAL RESOURCES.				
	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
1. PALCO Marsh Enhancement	ongoing	ongoing	ongoing	ongoing
2. Through project referrals, ensure protection	ongoing	ongoing	ongoing	ongoing
3. Through building permit referrals, ensure	ongoing	ongoing	ongoing	ongoing

Public Works

DEPARTMENT: Public Works

FUND: General Fund
Gas Tax - Federal/HCAOG

PROGRAM: Engineering - Traffic/Signals

ACCOUNT: 44125



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 157,118	\$ 177,160	\$ 206,387	\$ 237,709
Services and Supplies	64,025	63,303	65,702	59,558
Capital Outlay	5,749	-	8,566	58,000
Total Expenditures	\$ 226,892	\$ 240,463	\$ 280,655	\$ 355,267

REVENUES BY FUND:

General Fund	\$ 108,155	\$ 136,755	\$ 140,249	\$ 143,416
Gas Tax - Federal/HCAOG	-	103,708	129,444	58,086
Gas Tax - Federal/HCAOG	6,086	-	-	-
Gas Tax - Federal/HCAOG	111,846	-	-	150,765
Parking Fund	805	-	10,962	3,000
Total	\$ 226,892	\$ 240,463	\$ 280,655	\$ 355,267

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Associate Civil Engineer	1.00	1.00	1.00
Traffic Engineering Analyst	-	-	0.90
Total	1.00	1.00	1.90

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works

FUND: General Fund

Gas Tax - Federal/HCAOG

PROGRAM: Engineering - Traffic/Signals

ACCOUNT: 44125



COUNCIL GOALS SUPPORTED:

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

	2012-13 <u>Actual</u>	PERFORMANCE MEASURES:		2014-15 <u>Target</u>
		2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	
<u>Supporting Department Objectives</u>				
Incorporate duties of Parking Place Commission with the Transportation Safety Commission		100%	100%	100%
Electronic parking meter installation	50%	70%	20%	100%
Electronic parking meter data analysis	100%	100%	100%	100%
Parking Assessment District program	25%	0%	0%	0%
Meetings with Eureka Main Street	1	4	0	2
Parking (on-street & lot) surveys	3	3	2	4
Support Residential Parking Permit program	100%	100%	100%	100%

ADOPT TRAFFIC CALMING MEASURES THAT ENHANCE OUR NEIGHBORHOODS

	2012-13 <u>Actual</u>	PERFORMANCE MEASURES:		2014-15 <u>Target</u>
		2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	
<u>Supporting Department Objectives</u>				
Maintain level of service for the City's existing arterials and collectors to discourage motorists from taking alternate cut-through routs on residential streets	Yes	Yes	Yes	Yes
Action Plan with the Transportation Safety Commission	25%	100%	75%	100%
Develop funding strategies for the implementation, evaluation, and monitoring of traffic calming projects and improvements	25%	50%	25%	100%
Incorporate walkability concepts into all community plans and projects	100%	100%	100%	100%
Prusue previously identified non-freeway alternatives	20%	20%	20%	20%
Review and implementation of requests for parking zones, traffic control & traffic control plans, street lights.	Yes	Yes	Yes	Yes
Maintain and optimize traffic signal operations	Yes	Yes	Yes	Yes
Participate in the Circulation Element of the General Plan Update	N/A	Yes	Yes	Yes
Train, research and maintain current standards of practice	Yes	Yes	Yes	Yes

Public Works

DEPARTMENT: Public Works

FUND: General Fund

Gas Tax - Federal/HCAOG

PROGRAM: Engineering - Traffic/Signals

ACCOUNT: 44125



PROMOTE BICYCLE AND PEDESTRIAN USE OF OUR CITY STREETS				
	2012-13	PERFORMANCE MEASURES:		
		2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Present data to and support Transportation Safety Commission	Yes	Yes	Yes	Yes
Pursue and implement State and Federal funding and grants for bicycle, pedestrian, and transit improvement projects	Yes	Yes	Yes	Yes
Maintain functionality of bicycle & pedestrian activated traffic signals.	Yes	Yes	Yes	Yes
Review development requests with regard to alternate forms of transportation (bike racks, bus stops, etc.)	Yes	Yes	Yes	Yes
"Bicycle Friendly City" designation - ongoing	N/A	Yes	Yes	Yes
ENCOURAGE HUMBOLDT COUNTY OFFICIALS TO PARTNER WITH US TO IMPROVE TRAFFIC FLOW INTO EUREKA FROM RESIDENTIAL AREAS DIRECTLY OUTSIDE OUR CITY LIMITS				
	2012-13	PERFORMANCE MEASURES:		
		2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Review and comment on development projects within the County adjacent to the City of Eureka	Yes	Yes	Yes	Yes
Take a compelling stand during the County's update of the Eureka Community Plan	Yes	Yes	Yes	Yes
Insure that there is a program to mitigate the significant traffic impacts associated with current and projected growth in the unincorporated areas adjacent to the City (ie. traffic impact fees)	0%	75%	25%	100%
Participation in the Greater Eureka Area Travel Model (GEATM) program	Yes	Yes	Yes	Yes
REDUCE TRAFFIC ACCIDENT RATES IN THE CITY OF EUREKA				
	2012-13	PERFORMANCE MEASURES:		
		2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Implement engineering solutions to reduce accidents	Yes	Yes	Yes	Yes
Support additional enhanced community education on traffic safety issues	Yes	Yes	Yes	Yes
Conduct traffic safety meetings with EPD	12	12	7	12
Maintain collision pin map and evaluate corrective actions to reduce collisions	Yes	Yes	Yes	Yes

Public Works

DEPARTMENT: Public Works

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



PROGRAM: Engineering - Property Mgmt

ACCOUNT: 44510

PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 100,598	\$ 107,911	\$ 107,836	\$ 109,194
Services and Supplies	19,569	33,602	29,394	28,384
Total Expenditures	\$ 120,167	\$ 141,513	\$ 137,230	\$ 137,578

REVENUES BY FUND:

General Fund	\$ 101,702	\$ 126,072	\$ 122,560	\$ 122,662
Harbor Fund	5,697	6,302	5,605	6,140
Golf Course Fund	12,768	9,139	9,065	8,776
Redevelopment Admin	-	-	-	-
SA - Econ Dev Admin	-	-	-	-
Total	\$ 120,167	\$ 141,513	\$ 137,230	\$ 137,578

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

SERVICE LEVEL CHANGES:

None.

Public Works

DEPARTMENT: Public Works

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



PROGRAM: Engineering - Property Mgmt

ACCOUNT: 44510

COUNCIL GOALS SUPPORTED:

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

<u>Supporting Department Objectives</u>	2012-13	<u>PERFORMANCE MEASURES:</u>		2014-15
	<u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	<u>Target</u>
Consumer Price Index Adjustments	70%	70%	70%	70%

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Department Objectives</u>	2012-13	<u>PERFORMANCE MEASURES:</u>		2014-15
	<u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	<u>Target</u>
Respond in timely manner to phone messages	95%	100%	95%	100%
Respond to work requests in a timely manner	83%	95%	83%	95%
Update website with applicable information	1	10	5	10

Public Works

DEPARTMENT: Public Works
PROGRAM: Engineering - Municipal Airport

FUND: Airport
ACCOUNT: 44520



PROGRAM MISSION:

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

PROGRAM DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 5,298	\$ 5,680	\$ 5,605	\$ 5,747
Services and Supplies	23,798	77,766	74,419	57,259
Capital Outlay	80,250	-	-	-
Total Expenditures	\$ 109,346	\$ 83,446	\$ 80,024	\$ 63,006

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

Service Level Changes:

None.

Public Works

DEPARTMENT: Public Works
 PROGRAM: Engineering - Municipal Airport

FUND: Airport
 ACCOUNT: 44520



COUNCIL GOALS SUPPORTED:

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

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

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

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

Department Summary *Building & Housing*



DEPARTMENT DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
EXPENDITURES BY PROGRAM:				
Building	810,443	987,629	990,053	949,756
Housing CDBG Program	76,122	1,298,080	80,000	447,350
Housing - Rental Rehabilitation	-	100,000	-	100,000
HOME	2,874	606,500	5,000	873,750
CalHOME	3,500	81,612	7,200	72,840
Local Housing Program	6,853	58,850	-	34,950
City Housing - Low/Mod	-	-	-	-
Total	\$899,792	\$3,132,671	\$1,082,253	\$2,478,646

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 512,122	\$ 624,956	\$ 625,029	\$ 569,509
Services and Supplies	369,919	2,477,145	425,902	1,907,337
Capital Outlay	17,751	30,570	31,322	1,800
Total	\$ 899,792	\$ 3,132,671	\$ 1,082,253	\$ 2,478,646

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
REVENUES BY FUND:				
City Funds:				
CDBG Other-TPA	\$ 23,282	\$ 1,100,000	\$ 80,000	\$ 80,000
HOME Program	2,874	606,500	5,000	873,750
Housing RLF CDBG PI	52,840	198,080	-	367,350
CalHOME OOR Grant	3,500	81,612	7,200	72,840
Rental Rehabilitation	-	100,000	-	100,000
Housing	6,853	58,850	-	34,950
City Housing - Low/Mod	-	-	-	-
Building Fund	810,443	987,629	990,053	949,756
Total	\$ 899,792	\$ 3,132,671	\$ 1,082,253	\$ 2,478,646

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
PERSONNEL:			
Full-time Positions	6.00	7.00	7.00
Total	6.00	7.00	7.00

Building & Housing

DEPARTMENT: Building & Housing
PROGRAM: Building

FUND: Building
ACCOUNT: 46200



PROGRAM DESCRIPTION:

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

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

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

	<u>2012-13 Actual</u>	<u>Amended 2013-14 Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 512,122	\$ 624,956	\$ 625,029	\$ 569,509
Services and Supplies	280,570	332,103	333,702	378,447
Capital Outlay	17,751	30,570	31,322	1,800
Total Expenditures	\$ 810,443	\$ 987,629	\$ 990,053	\$ 949,756
REVENUES BY FUND				
General Fund - Measure O	\$ -	\$ -	\$ -	\$ -
Building Fund	810,443	987,629	990,053	949,756
Total	\$ 810,443	\$ 987,629	\$ 990,053	\$ 949,756

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Chief Building Official	1.00	1.00	1.00
Code Enforcement Coordinator	-	1.00	1.00
Plans Examiner / Senior Building Inspector	1.00	1.00	1.00
Building Inspector II	2.00	2.00	2.00
Permit Specialist	1.00	1.00	1.00
Total	5.00	6.00	6.00

Building & Housing

DEPARTMENT: Building & Housing
PROGRAM: Building

FUND: Building
ACCOUNT: 46200



SERVICE LEVEL CHANGES:

During FY13/14: Transferred from Community Development department.
During FY13/14: Chief Building Official position upgraded to Chief Building Official (Department Head).
Separation of construction regulation and code enforcement functions for improved tracking of revenues and expenditures.
Separated code enforcement functions from construction regulation for improved tracking of revenues and expenditures.

COUNCIL GOALS SUPPORTED:

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

Program Goals:

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

PROGRAM OBJECTIVES:

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

COUNCIL GOALS SUPPORTED:

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

Program Goals:

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

PROGRAM OBJECTIVES:

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

Building & Housing

DEPARTMENT: Building & Housing
PROGRAM: Building

FUND: Building
ACCOUNT: 46200



<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
# of Permits Issued	1,015	1,240	1,100	1,200
# of Inspections Performed	2,903	4,500	3,800	4,000
% of Inspections Done within 24 Hours of Request	100%	100%	100%	100%

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
<i>(continued)</i>				
% of Complaints Investigated within 24 Hours - Notice of Violation Mailed within 48 Hours	100%	100%	100%	100%
Implement Department Website to Provide Limited On-line Permitting and Permit Applications	Yes	Yes	Yes	Yes
Implement Program of Public Outreach/ Education on the City's Permitting Process	Yes	Yes	Yes	Yes
Implement Program of Ongoing Training for All Staff	Yes	Yes	Yes	Yes
Implement Electronic Plan Review			Yes	Yes

GENERAL PLAN GOALS SUPPORTED:

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

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

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

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

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

Building & Housing

DEPARTMENT: Building & Housing

FUND: Housing Rental Rehabilitation



PROGRAM: Housing - Rental Rehabilitation

ACCOUNT: 46310

PROGRAM MISSION:

To assist in the elimination of substandard and deteriorated rental housing and encourage rental property owners who have low to moderate income tenants to rehabilitate their rental units.

PROGRAM DESCRIPTION:

The City of Eureka has received Federal grant funding administered through the State of California for the purpose of providing loans to landlords who rent to very low to moderate income families for health and safety repairs within the city limits of Eureka. These funds may be combined with another source of funds as repayments consist of funds deposited from repaid loans which are few. Loans require covenants for the rent to remain affordable and the income of the tenants to remain from low to moderate income.

PROGRAM EXPENDITURES:	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated	2014-15 Budget
Services and Supplies	\$ -	\$ 100,000	\$ -	\$ 100,000
Total Expenditures	\$ -	\$ 100,000	\$ -	\$ 100,000

SERVICE LEVEL CHANGES:

Transferred from Community Development department.

COUNCIL GOALS SUPPORTED:

CONTINUE REDEVELOPMENT PROGRAMS THAT ENCOURAGE THE UPGRADE OF EXISTING HOUSING UNITS

CONTINUE SMALL MULTI-FAMILY REHAB/CONSTRUCTION FUND PROGRAM

CREATE PARTNERSHIPS WITH THE PRIVATE SECTOR TO HELP S TO SUCCESSFULLY MEET OUR HOUSING NEEDS

FUND AND DEVELOP PROGRAMS TO ASSIST LANDLORDS WITH HOUSING UPGRADE PROJECTS

<u>Supporting Departmental Objectives</u>	PERFORMANCE MEASURES:			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Target
Housing Loans Processed	0	1	0	1
Lead Based Paint Grants	0	1	0	1
Relocation	0	1	0	1

Building & Housing

DEPARTMENT: Building & Housing

FUND: Housing Rental Rehabilitation



PROGRAM: Housing - Rental Rehabilitation

ACCOUNT: 46310

**CONTINUE REDEVELOPMENT PROGRAMS THAT ENCOURAGE THE UPGRADE OF EXISTING HOUSING UNITS
CONTINUE TO ENCOURAGE EUREKA'S HOMEOWNERS TO ENHANCE THEIR PROPERTY**

<u>Supporting Departmental Objectives</u>	<u>2012-13 Actual</u>	<u>PERFORMANCE MEASURES:</u>		<u>2014-15 Target</u>
		<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	
Housing Loans Processed	None	2	None	None
Graffiti Clean Up Kits Issued	3	2	2	2
Paint Up/Fix Up Grants Issued	15	20	13	10
Dumpster Grants Issued	12	20	16	20
Wheelchair Ramp Grants Issued	3	5	3	3
Senior Repair Grants Issued	82	60	95	65
Lead Based Paint Grants	None	2	1	None
Relocation	None	None	None	None
Demolition	None	1	None	None

Building & Housing

DEPARTMENT: Building & Housing

FUND: HOME Program

PROGRAM: Housing - HOME

ACCOUNT: 46310



PROGRAM MISSION:

The State of California Home Investment Partnership Program (HOME) grant funds are for Owner Occupied Rehabilitation (OOR), special projects, rental rehabilitation, or First Time Homebuyer loans. All funds assist low income participants (80% of Humboldt County Area Median) or less, who are located within the City limits. This Program assists Borrowers to purchase or rehabilitate their existing homes or rentals to remove health and safety issues and to preserve Eureka's unique but aging housing stock. HOME grants were received in 1998-2001 and 2003 and are currently closed with no open grant activity. Loan repayments are placed in the revolving loan fund to be used for eligible HOME activities.

PROGRAM DESCRIPTION:

For the Owner Occupied Rehabilitation loan program, \$40,000 loans are provided for repair of health and safety issues to meet building code requirements. Exterior repairs and paint are also encouraged to promote the property's appearance and may be required to reduce lead based paint hazards. Loan terms are 30 years at 3% simple interest and payments are deferred. All properties must be located within the city limits. In 2014-15 the HOME Program Income Revolving funds are being proposed for a motel conversion to a senior affordable housing project.

PROGRAM EXPENDITURES:	2012-13	2013-14	2013-14	2014-15
	Actual	Amended Budget	Estimated	Budget
Services and Supplies	\$ 2,874	\$ 606,500	\$ 5,000	\$ 873,750
Total Expenditures	\$ 2,874	\$ 606,500	\$ 5,000	\$ 873,750

SERVICE LEVEL CHANGES:

Transferred from Community Development department.

COUNCIL GOALS SUPPORTED:

CONTINUE REDEVELOPMENT PROGRAMS THAT ENCOURAGE THE UPGRADE OF EXISTING HOUSING UNITS

CONTINUE TO ENCOURAGE EUREKA'S HOMEOWNERS TO ENHANCE THEIR PROPERTY

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
Housing Loans Processed	None	2	None	2
Lead Based Paint Grants	None	2	None	
Relocation	None	None	None	1

Building & Housing

DEPARTMENT: Building & Housing

FUND: HOME Program

PROGRAM: Housing - HOME

ACCOUNT: 46310



CONTINUE REDEVELOPMENT PROGRAMS THAT ENCOURAGE THE UPGRADE OF EXISTING HOUSING UNITS

CONTINUE TO ENCOURAGE EUREKA'S HOMEOWNERS TO ENHANCE THEIR PROPERTY

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Housing Loans Processed	None	2	None	None
Graffiti Clean Up Kits Issued	3	2	2	2
Paint Up/Fix Up Grants Issued	15	20	13	10
Dumpster Grants Issued	12	20	16	20
Wheelchair Ramp Grants Issued	3	5	3	3
Senior Repair Grants Issued	82	60	95	65
Lead Based Paint Grants	None	2	1	None
Relocation	None	None	None	None
Demolition	None	1	None	None

Building & Housing

DEPARTMENT: Building & Housing **FUND:** CalHome
PROGRAM: Housing - CalHOME **ACCOUNT:** 46310



PROGRAM MISSION:

The State of California Housing and Community Development Department awarded the City of Eureka \$600,000 for owner occupied rehabilitation loans. The purpose is to provide health and safety repairs with the intention of improving the appearance and livability of the City's housing stock and to assist those households with low income (80% of Humboldt County Area Median and less) who are unable to finance health and safety repairs to their homes on their own.

PROGRAM DESCRIPTION:

Provides up to \$35,000 in owner occupied rehabilitation loans for the repair of health and safety issues to meet building code requirement repairs. Energy efficient items are encouraged. Exterior repairs and paint are also encouraged to improve the property's appearance and may be required to reduce lead base paint hazards. Loan terms are for 30 years @ 3% interest, with deferred payments. Property must be owner occupied for the term of the loan and must be located within the city limits of Eureka. Eligible households must be low income or 80% or less of Humboldt County Area Median income.

PROGRAM EXPENDITURES:	2012-13	2013-14	2013-14	2014-15
	Actual	Amended Budget	Estimated	Budget
Services and Supplies	\$ 3,500	\$ 81,612	\$ 7,200	\$ 72,840
Total Expenditures	\$ 3,500	\$ 81,612	\$ 7,200	\$ 72,840

SERVICE LEVEL CHANGES:

Transferred from Community Development department.

COUNCIL GOALS SUPPORTED:

CONTINUE REDEVELOPMENT PROGRAMS THAT ENCOURAGE THE UPGRADE OF EXISTING HOUSING UNITS				
CONTINUE TO ENCOURAGE EUREKA'S HOMEOWNERS TO ENHANCE THEIR PROPERTY				
Supporting Departmental Objectives	PERFORMANCE MEASURES:			
	2012-13 Actual	2013-14 Target	2013-14 Estimated	2014-15 Target
Owner Occupied Loans Approved	0	2	0	2

Building & Housing

DEPARTMENT: Building & Housing **FUND:** Housing
PROGRAM: Housing - Local **ACCOUNT:** 46310



PROGRAM MISSION:

Provide rehabilitation loans and grants to eliminate health and safety hazards within the community. Eliminate blight from neighborhoods. Assist homeowners and tenants with relocation and lead based paint grants to mitigate lead based paint hazards during rehabilitation projects. Provide assistance and documentation for the update of the City's Housing Element. Keep housing rehabilitation program, residential anti-displacement and temporary relocation plan, and all other program guidelines current.

PROGRAM DESCRIPTION:

These funds are provided for properties city-wide that are not within a specific target area and for rehabilitation projects that do not fit into any of the Federal or State programs. For single family residents, the residence must be owner occupied; for multi-family residents, the tenant's income must be determined to be moderate income or less. **Paint Up/Fix Up Grant Program:** This program funds minor repairs to the exterior of residences located within the City limits. Currently grants are suspended due to a lack of funding. **Dumpster Grant Program:** This program provides 20 free dumpsters each calendar year to low income eligible households to remove yard waste and clean up the City's neighborhoods. **Graffiti Grant Program:** Shafer's Ace Hardware has partnered with the City to provide clean up kits to low to moderate income residents of the City to remediate graffiti on residential properties. **Senior Home Repair Grant Program:** The purpose is to assist low to moderate income seniors in the community, who could not otherwise afford the repairs, an opportunity to install health and safety repairs to modify their homes to accommodate their special needs and make their homes safer. **Lead Based Paint Grants:** Provide grant money for evaluation, inspection, mitigation and clearance of lead based paint hazards found in residential rehabilitation projects. **Relocation Grants:** Provide relocation grant funds in residential Anti Displacement & Temporary Relocation Plan. **Demolition Grants:** Provide grants for demolition to degraded properties which come before the Agency through requests for rehabilitation assistance.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Services and Supplies	\$ 6,853	\$ 58,850	\$ -	\$ 34,950
Total Expenditures	<u>\$ 6,853</u>	<u>\$ 58,850</u>	<u>\$ -</u>	<u>\$ 34,950</u>

FULL TIME AND REGULAR PART-TIME POSITIONS:

None

SERVICE LEVEL CHANGES:

Transferred from Community Development department.

Building & Housing

DEPARTMENT: Building & Housing **FUND:** Housing
PROGRAM: Housing - Local **ACCOUNT:** 46310



COUNCIL GOALS SUPPORTED:

CONTINUE REDEVELOPMENT PROGRAMS THAT ENCOURAGE THE UPGRADE OF EXISTING HOUSING UNITS				
CONTINUE TO ENCOURAGE EUREKA'S HOMEOWNERS TO ENHANCE THEIR PROPERTY				
<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Target</u>	<u>2013-14</u> <u>Estimated</u>	<u>2014-15</u> <u>Target</u>
Housing Loans Processed	0	0	0	1
Graffiti Clean Up Kits Issued	2	1	1	2
Paint Up/Fix Up Grants Issued	9	0	0	0
Dumpster Grants Issued	15	18	20	20
Wheelchair Ramp Grants Issued	2	0	0	0
Senior Repair Grants Issued	94	60	60	45
Lead Based Paint Grants	0	2	0	1
Relocation	0	1	0	1
Demolition	0	1	0	1

Building & Housing

DEPARTMENT: Building & Housing

FUND: Low & Moderate Income Housing



PROGRAM: Low & Moderate Income Housing

ACCOUNT: 46320

PROGRAM MISSION:

The City of Eureka as the Housing Successor to the former Redevelopment Agency assumed and manages all housing assets of the former Redevelopment Agency. The primary function is to manage and monitor the existing housing portfolio of loans and property owned assets. When funding allows, provide health and safety loans to upgrade existing housing stock, provide homeownership opportunities, and funding for the development of affordable rental and housing units within the city limits of Eureka. All households assisted must be of low income, or less, to qualify. Funds may provide Relocation and Lead Based Paint hazard grants.

PROGRAM DESCRIPTION:

When funding is available this program provides loans and grants for cash match, special project funding, Homebuyer, Owner Occupied Rehabilitation, and Lead Based Paint Hazard Reduction Grants.
The First Time Homebuyer Program: This program provides up to \$120,000 in second mortgage financing to supplement a qualified applicant's down payment. **Housing Rehabilitation:** The program targets low income, and less, homeowners and provides deferred or amortized low interest loans for rehabilitation. **Lead Hazard Evaluation and Reduction Grant Program:** This program provides funds for the evaluation, inspection, mitigation and clearance of lead based paint hazards found in residential rehabilitation projects.

PROGRAM EXPENDITURES:	2012-13	2013-14	2013-14	2014-15
	Actual	Amended Budget	Estimated	Budget
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -
Services and Supplies	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -

FULL TIME AND REGULAR PART-TIME POSITIONS:	2012-13	2013-14	2014-15
	Actual	Actual	Budget
Project Manager	1.00	1.00	1.00
Total	1.00	1.00	1.00

SERVICE LEVEL CHANGES:

Transferred from Community Development department.

Building & Housing

DEPARTMENT: Building & Housing

FUND: Low & Moderate Income Housing



PROGRAM: Low & Moderate Income Housing

ACCOUNT: 46320

COUNCIL GOALS SUPPORTED:

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

<u>Supporting Departmental Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
First Time Homebuyer Loans	4	2	0	5
Housing Rehabilitation Loans	2	0	0	0
Rental Rehab Loan	0	1	0	0
Paint Up/Fix Up Grants	9	20	0	0
Lead Based Paint	2	3	0	5
Loan Increase	1	1	0	1
Relocation Grants	0	0	0	0

Department Summary Community Development



DEPARTMENT DESCRIPTION:

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

	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated	2014-15 Budget
EXPENDITURES BY PROGRAM:				
Community Development - Administration	\$ 184,372	\$ 197,980	\$ 221,016	\$ 195,180
Community Development - Current Planning/Per	165,109	224,365	203,803	219,464
Community Development - Long Range Planning	67,206	67,195	78,974	54,323
Community Development - Enforcement	36,366	51,407	42,680	50,029
Community Development - Environmental	131,520	146,266	146,453	149,793
GIS Program	114,733	132,488	136,393	143,062
Total	\$699,306	\$819,701	\$829,319	\$811,851

EXPENDITURES BY CATEGORY:

Salaries and Benefits	\$ 534,334	\$ 636,327	\$ 650,681	\$ 628,576
Services and Supplies	158,694	183,374	178,638	183,275
Capital Outlay	6,278	-	-	-
Total	\$ 699,306	\$ 819,701	\$ 829,319	\$ 811,851

	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated	2014-15 Budget
REVENUES BY FUND:				
City Funds:				
General Fund	\$ 626,837	\$ 742,845	\$ 751,002	\$ 729,699
Water Fund	36,235	38,428	39,159	41,076
Wastewater Oper Fund	36,234	38,428	39,158	41,076
Total	\$ 699,306	\$ 819,701	\$ 829,319	\$ 811,851

	2012-13 Actual	2013-14 Actual	2014-15 Budget
PERSONNEL:			
Full-time Positions	13.00	13.00	5.75
Total	13.00	13.00	5.75

Community Development

DEPARTMENT: Community Development
PROGRAM: Administration

FUND: General
ACCOUNT: 46101



PROGRAM DESCRIPTION:

The Administration Division provides guidance and leadership for, and plans, coordinates, supports and monitors the activities of the Community Development Department. The Administration Division provides staff support to boards, commissions, the City Manager and the City Council. The Administration Division also provides the administrative support for the entire Community Development Department.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 88,375	\$ 107,712	\$ 125,321	\$ 102,074
Services and Supplies	89,719	90,268	95,695	93,106
Capital Outlay	6,278	-	-	-
Total Expenditures	<u>\$ 184,372</u>	<u>\$ 197,980</u>	<u>\$ 221,016</u>	<u>\$ 195,180</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Community Development Director	0.34	0.34	0.34
Senior Administrative Assistant	-	1.00	0.75
Total	<u>0.34</u>	<u>1.34</u>	<u>1.09</u>

SERVICE LEVEL CHANGES:

Senior Administrative position reduced to RPT (Decrease 0.25 FTE).

Community Development

DEPARTMENT: Community Development
 PROGRAM: Administration

FUND: General
 ACCOUNT: 46101



COUNCIL GOALS SUPPORTED:

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

	<u>PERFORMANCE MEASURES:</u>			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
<u>Supporting Departmental Objectives</u>				
Attend meetings of the City Council, Boards and Commissions	95%	95%	95%	95%
Meet "one-on-one" with the City Manager and Assistant City Manager	95%	95%	95%	95%

MAINTAIN DEPARTMENT FINANCIAL RECORDS

	<u>PERFORMANCE MEASURES:</u>			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
<u>Supporting Department Objectives</u>				
Prepare Annual budget	100%	100%	100%	100%
Review and approve Department expenditures	100%	100%	100%	100%

INVENTORY AND MAINTAIN DEPARTMENT SUPPLIES AND EQUIPMENT

	<u>PERFORMANCE MEASURES:</u>			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
<u>Supporting Department Objectives</u>				
Track use of supplies and equipment	100%	100%	100%	100%
Order department supplies	100%	100%	100%	100%
Call for service on department equipment when needed	100%	100%	100%	100%

SUPERVISE PROGRAMS THAT IMPLEMENT THE GENERAL PLAN

	<u>PERFORMANCE MEASURES:</u>			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
<u>Supporting Department Objectives</u>				
Provide direction to program coordinators	100%	100%	100%	100%

Community Development

DEPARTMENT: Community Development
 PROGRAM: Administration

FUND: General
 ACCOUNT: 46101



COUNCIL GOALS SUPPORTED (Continued):

SUPPORT THE CONTINUED PROFESSIONAL EDUCATION OF ALL COMMUNITY DEVELOPMENT DEPARTMENT PERSONNEL

	<u>PERFORMANCE MEASURES:</u>			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Include training in Department budget	100%	100%	100%	100%

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

	<u>PERFORMANCE MEASURES:</u>			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Prepare Department handouts	90%	100%	100%	100%
Maintain Department web page	90%	100%	100%	100%
Respond in timely manner to public inquiries	90%	100%	90%	100%

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

	<u>PERFORMANCE MEASURES:</u>			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Answer phone calls in less than 3 rings	80%	100%	90%	100%
Greet visitors	90%	100%	95%	100%

Community Development

DEPARTMENT: Community Development
PROGRAM: Current Planning/Permitting

FUND: General
ACCOUNT: 46102



PROGRAM DESCRIPTION:

The Current Planning Division administers and implements the goals and policies of the General Plan and enforces local, state, and federal zoning and land use regulations including but not limited to the Coastal Act, Subdivision Map Act, and CEQA. The Current Planning Division reviews all building permits for conformance with zoning and land use regulations, and reviews all business licenses for compliance with applicable regulations. The Current Planning Division provides information services to the public and other city Departments; meets with property owners and applicants to discuss development proposals; conducts Development Coordination Committee meetings; processes all development applications; provides staff support to the Planning Commission; Historic Preservation Commission; Design Review Committee; and, nearly all other day-to-day planning related tasks and duties.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 141,091	\$ 191,871	\$ 174,500	\$ 184,038
Services and Supplies	24,018	32,494	29,303	35,426
Total Expenditures	<u>\$ 165,109</u>	<u>\$ 224,365</u>	<u>\$ 203,803</u>	<u>\$ 219,464</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Community Development Director	0.33	0.33	0.33
Senior Planner	-	0.75	0.75
Associate Planner	-	0.75	0.75
Total	<u>0.33</u>	<u>1.83</u>	<u>1.83</u>

SERVICE LEVEL CHANGES:

None.

Community Development

DEPARTMENT: Community Development
 PROGRAM: Current Planning/Permitting

FUND: General
 ACCOUNT: 46102



COUNCIL GOALS SUPPORTED:

PROCESS APPLICATIONS FOR PRIVATE DEVELOPMENT

	2012-13	PERFORMANCE MEASURES:		
		2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Comply with Permit Streamlining Act timelines	90%	100%	90%	100%
Conduct pre-application meetings with applicants prior to application submittal	50%	75%	50%	75%
Keep applicants informed of application process	80%	100%	90%	100%
Process applications in timely manner	95%	100%	95%	100%

ADMINISTER AND PROVIDE STAFF SUPPORT FOR THE PROGRAMS WITHIN THE COMMUNITY DEVELOPMENT DEPARTMENT

	2012-13	PERFORMANCE MEASURES:		
		2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Maintain professional knowledge and education through training	100%	100%	100%	100%

IMPLEMENT THE GOALS AND POLICIES OF THE GENERAL PLAN THROUGH THE ADMINISTRATION AND ENFORCEMENT OF LOCAL ZONING AND SUBDIVISION ORDINANCES; THE CALIFORNIA COASTAL ACT; SUBDIVISION MAP ACT; CALIFORNIA ENVIRONMENTAL QUALITY ACT; AND OTHER LOCAL, STATE AND FEDERALLY MANDATED REGULATIONS, STATUTES AND/OR PROGRAMS

	2012-13	PERFORMANCE MEASURES:		
		2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Prepare staff report findings and recommendations based on sound planning principals	100%	100%	100%	100%

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

	2012-13	PERFORMANCE MEASURES:		
		2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Respond to public inquiries in a timely manner	90%	100%	90%	100%
Attend community meetings	80%	100%	80%	100%

Community Development

DEPARTMENT: Community Development
 PROGRAM: Current Planning/Permitting

FUND: General
 ACCOUNT: 46102



COUNCIL GOALS SUPPORTED (Continued):

PROVIDE DIRECT STAFF SUPPORT TO NUMEROUS BOARDS AND COMMISSIONS, INCLUDING THE PLANNING COMMISSION; HISTORIC PRESERVATION COMMISSION; DESIGN REVIEW COMMITTEE; AND, A VARIETY OF AD HOC COMMITTEES

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13</u> <u>Actual</u>	<u>2013-14</u> <u>Target</u>	<u>2013-14</u> <u>Estimated</u>	<u>2014-15</u> <u>Target</u>
Attend meetings	100%	100%	100%	100%

Community Development

DEPARTMENT: Community Development
PROGRAM: Long Range Planning

FUND: General Fund
ACCOUNT: 46103



PROGRAM DESCRIPTION:

The Long Range Planning Division is responsible for updates and amendments to the General Plan; ordinance implementation; General Plan compliance and consistency determinations; Housing element review and updates; grant preparation and support; administration for long range city planning; and, annexations and other city reorganization efforts through LAFCO. In addition, the Long Range Division is responsible for flood plain management, special land use surveys, studies and reports supporting land use decisions as required. The Long Range Planning Division also processes entitlements for city projects such as the Elk River Trail and the Coastal Trail.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 50,275	\$ 52,347	\$ 69,676	\$ 47,736
Services and Supplies	16,931	14,848	9,298	6,587
Capital Outlay	-	-	-	-
Total Expenditures	<u>\$ 67,206</u>	<u>\$ 67,195</u>	<u>\$ 78,974</u>	<u>\$ 54,323</u>

REVENUES BY FUND

General Fund	\$ 67,206	\$ 67,195	\$ 78,974	\$ 54,323
Total	<u>\$ 67,206</u>	<u>\$ 67,195</u>	<u>\$ 78,974</u>	<u>\$ 54,323</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Community Development Director	0.33	0.33	0.33
Senior Planner	1.00	1.00	1.00
Total	<u>1.33</u>	<u>1.33</u>	<u>1.33</u>

SERVICE LEVEL CHANGES:

None.

Community Development

DEPARTMENT: Community Development
 PROGRAM: Long Range Planning

FUND: General Fund
 ACCOUNT: 46103



COUNCIL GOALS SUPPORTED:

PREPARE ANNUAL REPORT ON THE CAPITAL IMPROVEMENT PROGRAM'S CONSISTENCY WITH THE GENERAL PLAN

	<u>PERFORMANCE MEASURES:</u>			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
<u>Supporting Department Objectives</u>				
Update annual General Plan conformance report on the Capital Improvement	100%	100%	100%	100%

PROVIDE INFORMATION TO THE PUBLIC REGARDING THE GENERAL PLAN, CEQA, CENSUS/POPULATION, AND FLOOD PLAIN DATA. COORDINATE WITH OTHER CITY DEPARTMENTS AND OUTSIDE AGENCIES TO MAINTAIN AND IMPROVE INTERGOVERNMENTAL RELATIONS.

	<u>PERFORMANCE MEASURES:</u>			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
<u>Supporting Department Objectives</u>				
Respond to public inquiries in timely manner	95%	100%	95%	100%
Provide interagency coordination	95%	100%	95%	100%

FACILITATE THE EFFECTIVE AND EFFICIENT PLANNING OF DEVELOPMENT WITHIN THE CITY

	<u>PERFORMANCE MEASURES:</u>			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
<u>Supporting Department Objectives</u>				
Update General and Zoning Ordinances as necessary	85%	100%	90%	100%
Update the Housing Element				100%
Implement the Housing Element	95%	100%	95%	100%

PROCESS APPLICATIONS PERTAINING TO LONG RANGE PLANNING ON PUBLIC AND PRIVATE DEVELOPMENTS TO DECISION BEFORE A VARIETY OF BOARDS, COMMISSIONS AND THE COUNCIL

	<u>PERFORMANCE MEASURES:</u>			
	2012-13 <u>Actual</u>	2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
<u>Supporting Department Objectives</u>				
Process applications for long range planning projects	100%	100%	95%	100%

Community Development

DEPARTMENT: Community Development
PROGRAM: Enforcement

FUND: General
ACCOUNT: 46104



PROGRAM DESCRIPTION:

The Enforcement Division implements the goals and policies of the General Plan through the enforcement of local zoning, land use, coastal zone and subdivision ordinances. The primary goal of the Enforcement Division is voluntary compliance. The Enforcement Division oversees, directs and conducts the notification and inspections necessary for abatement of violations in accordance with City policies, procedures and ordinances, and state law. The division coordinates with other City, local, state and federal regulators on enforcement actions that cross over jurisdictional boundaries. The Enforcement Division compiles and maintains data and information for all citizen and agency filed complaints, ongoing compliance investigations, abatement proceedings, and violation compliance.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 33,445	\$ 46,508	\$ 39,331	\$ 45,436
Services and Supplies	2,921	4,899	3,349	4,593
Total Expenditures	\$ 36,366	\$ 51,407	\$ 42,680	\$ 50,029

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Assistant Planner	0.25	-	-
Senior Planner	-	0.25	0.25
Associate Planner	-	0.25	0.25
Total	-	0.50	0.50

SERVICE LEVEL CHANGES:

None

Community Development

DEPARTMENT: Community Development
 PROGRAM: Enforcement

FUND: General
 ACCOUNT: 46104



COUNCIL GOALS SUPPORTED:

ENDEAVOR TO OBTAIN VOLUNTARY COMPLIANCE FOR VIOLATIONS OF CITY ORDINANCES. IMPLEMENT THE GOALS AND POLICIES OF THE GENERAL PLAN THROUGH ENFORCEMENT OF LOCAL ZONING AND SUBDIVISION ORDINANCES

	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Notify property owners of alleged violations	100%	100%	100%	100%
Explain Codes and Regulations to foster cooperation and compliance	100%	100%	100%	100%

PROVIDE INTER-AGENCY ASSISTANCE AND STAFF SUPPORT TO THE CITY'S COMMUNITY IMPROVEMENT TEAM

	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Attend CIT meetings	95%	100%	95%	100%
Communicate regularly with team members	95%	100%	95%	100%

COORDINATE WITH OTHER CITY, LOCAL, STATE AND FEDERAL AGENCIES FOR ENFORCEMENT ACTIONS THAT CROSS OVER JURISDICTIONAL BOUNDARIES

	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Communicate and cooperate with outside agencies	100%	100%	100%	100%

Community Development

DEPARTMENT: Community Development
PROGRAM: Environmental Planning

FUND: General
ACCOUNT: 46105



PROGRAM DESCRIPTION:

The Environmental Planning Division supports the Community Development Department and other City Departments through planning, implementation, management, and monitoring of a variety of complex projects, programs, and activities. The Environmental Planning Division aids other City Departments in implementing City sponsored projects by determining, advising on, and/or completing: necessary environmental review (CEQA/NEPA); project design elements and mitigation to minimize environmental impacts and facilitate permitting; project permitting; and, mitigation compliance monitoring. The Division regularly assists City Department with environmental and regulatory issues related to day to day City activities and programs. The Environmental Planning Division manages City environmental projects, which includes applying for and managing grants. The Environmental Planning Division also processes permits for private development projects.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 119,452	\$ 129,742	\$ 129,929	\$ 132,787
Services and Supplies	12,068	16,524	16,524	17,006
Total Expenditures	\$ 131,520	\$ 146,266	\$ 146,453	\$ 149,793

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Environmental Planner	1.00	-	-
Principal Planner	-	1.00	1.00
Total	1.00	1.00	1.00

SERVICE LEVEL CHANGES:

None.

Community Development

DEPARTMENT: Community Development
 PROGRAM: Environmental Planning

FUND: General
 ACCOUNT: 46105



COUNCIL GOALS SUPPORTED:

PROVIDE SUPPORT TO THE COMMUNITY DEVELOPMENT DEPARTMENT AND OTHER CITY DEPARTMENTS FOR PREPARATION OF ENVIRONMENTAL STUDIES AND DOCUMENTS

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Assist in preparation of environmental documents and studies	100%	100%	100%	100%
Process environmental clearances for city projects	100%	100%	100%	100%

IMPLEMENT THE GOALS AND POLICIES OF THE GENERAL PLAN. PROMOTE PUBLIC INTEREST IN, COMMENT ON, AND UNDERSTANDING OF THE ENVIRONMENTAL REVIEW PROCESS.

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Respond to public inquiries in a timely manner	90%	100%	90%	100%
Attend community meetings	90%	100%	90%	100%

PROVIDE INFORMATION PERTAINING TO, AND EDUCATION OF THE ENVIRONMENTAL REVIEW PROCESS TO OTHER CITY DEPARTMENTS

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Continue professional development through training	80%	100%	80%	100%

Community Development

DEPARTMENT: Community Development

FUND: General Fund
Water Fund
Wastewater Oper Fund



PROGRAM: GIS Program

ACCOUNT: 44126

PROGRAM MISSION:

To provide accurate and timely Geographic Information Services for use by all City staff and by the general public.

PROGRAM DESCRIPTION:

The Geographic Information Systems Program is responsible for the management and support of GIS-related activities throughout the City's different departments. Major activities include design, development and maintenance of numerous spatial databases and toolsets, acquisition and data conversion of assessor parcel data as well as management of all GIS data exchanged between the City of Eureka and outside consultants or contractors. The GIS division also provides support to all departments for GIS software applications over the City's internal network as well as via web-GIS applications.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Salaries and Benefits	\$ 101,696	\$ 108,147	\$ 111,924	\$ 116,505
Services and Supplies	13,037	24,341	24,469	26,557
Capital Outlay				
Total Expenditures	<u>\$ 114,733</u>	<u>\$ 132,488</u>	<u>\$ 136,393</u>	<u>\$ 143,062</u>

REVENUES BY FUND

General Fund	\$ 42,264	\$ 55,632	\$ 58,076	\$ 60,910
Water Fund	36,235	38,428	39,159	41,076
Wastewater Fund	36,234	38,428	39,158	41,076
Total Resources	<u>\$ 114,733</u>	<u>\$ 132,488</u>	<u>\$ 136,393</u>	<u>\$ 143,062</u>

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Budget</u>
FULL TIME AND REGULAR PART-TIME POSITIONS:			
Senior Planner GIS	1.00	-	-
Total	<u>1.00</u>	<u>-</u>	<u>-</u>

SERVICE LEVEL CHANGES:

None.

Community Development

DEPARTMENT: Community Development

FUND: General Fund
Water Fund
Wastewater Oper Fund



PROGRAM: GIS Program

ACCOUNT: 44126

COUNCIL GOALS SUPPORTED:

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

<u>Supporting Department Objectives</u>	2012-13 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
Create Economic Development Web Portal with County of Humboldt	NO	YES	YES	YES
Create, and manage, City of Eureka Economic Development Web Portal	NO	NO	NO	NO
Accurately and timely mapping of Business-related data for City of Eureka	NO	YES	NO	NO

LEAD OUR REGION BY SUPPORTING ECONOMIC DEVELOPMENT SOLUTIONS

<u>Supporting Department Objectives</u>	2012-13 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
Create Economic Development Web Portal with County of Humboldt	NO	YES	YES	YES
Create, and manage, City of Eureka Economic Development Web Portal	NO	NO	NO	NO
Accurately and timely mapping of Business-related data for City of Eureka	NO	YES	NO	NO

BECOME THE VISITOR-SERVING HUB OF THE REGION

<u>Supporting Department Objectives</u>	2012-13 <u>Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		2013-14 <u>Target</u>	2013-14 <u>Estimated</u>	2014-15 <u>Target</u>
Provide regional mapping agencies with timely and accurate data	YES	YES	YES	YES
Create, and manage, City of Eureka Visitor-Serving web-gis application	NO	NO	NO	NO

Community Development

DEPARTMENT: Community Development

FUND: General Fund
Water Fund
Wastewater Oper Fund



PROGRAM: GIS Program

ACCOUNT: 44126

BECOME THE INFORMATION AND TECHNOLOGY CAPITOL OF THE REGION

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Primary steward of geospatial data for the greater Eureka area	YES	YES	YES	YES
Maintain effective working relationships with instrumental agencies such as HSU, County of Humboldt and local Cities	YES	YES	YES	YES
Create and host a timely and accurate web-GIS application to support all facets of City of Eureka business	NO	YES	NO	NO

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

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Participate in the creation of a greater Eureka area regional transportation model	YES	YES	YES	YES
Create and steward timely and accurate datasets regarding transportation infrastructure	YES	YES	NO	NO

ATTRACT VIBRANT COMMERCIAL BUSINESS TO OUR DOWNTOWN CORRIDOR THAT CAN PLAY A VITAL ROLE IN OUR DOWNTOWN ECONOMY

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Create Economic Development Web Portal with County of Humboldt	NO	YES	YES	YES
Create, and manage, City of Eureka Economic Development Web Portal	NO	NO	NO	NO
Accurately and timely mapping of Business-related data for City of Eureka	NO	YES	NO	NO

ESTABLISH A COMPREHENSIVE HISTORICAL PRESERVATION PLAN

<u>Supporting Department Objectives</u>	<u>PERFORMANCE MEASURES:</u>			
	<u>2012-13 Actual</u>	<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Create and steward historical property datasets	NO	YES	NO	NO
Create and manage historical properties web-GIS application	NO	NO	NO	NO

Community Development

DEPARTMENT: Community Development

FUND: General Fund
Water Fund
Wastewater Oper Fund



PROGRAM: GIS Program

ACCOUNT: 44126

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

	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Create and steward parking, business and infrastructure datasets	YES	YES	YES	YES
Provide mapping and analysis of downtown parking data	NO	YES	NO	NO
Utilize data from the greater Eureka area regional transportation model	NO	YES	NO	NO

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

	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Provide geospatial framework for Trak-it, building permit software	YES	YES	YES	YES
Create and manage browser-based, customer-friendly web-GIS portal for all permit processing	NO	NO	NO	NO
Accurately and timely mapping of all City of Eureka Infrastructure data	NO	YES	NO	NO
Create and manage web-version of Engineering Department Utility data	NO	YES	NO	NO

SUPPORT PUBLIC AND PRIVATE EFFORTS TO IMPROVE STREET LIGHTING IN EUREKA

	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Create timely and accurate street light dataset for City of Eureka	YES	YES	YES	YES
Work with public and private entities to analyze and design street lighting schematic	NO	NO	NO	NO

MAINTAIN EFFECTIVE FIRE PREVENTION AND EMERGENCY RESPONSE STANDARDS

	PERFORMANCE MEASURES:			
	2012-13	2013-14	2013-14	2014-15
<u>Supporting Department Objectives</u>	<u>Actual</u>	<u>Target</u>	<u>Estimated</u>	<u>Target</u>
Create and steward fire and emergency response geospatial datasets	YES	YES	YES	YES
Work with potential contractors to provide the latest technology for fire and emergency response	YES	YES	YES	YES
Provide timely support of fire and emergency response GIS applications	NO	YES	NO	NO

Community Development

DEPARTMENT: Community Development

FUND: General Fund
Water Fund
Wastewater Oper Fund
ACCOUNT: 44126



PROGRAM: GIS Program

DEVELOP A LONG-TERM PLAN FOR PUBLIC SAFETY FACILITIES, EQUIPMENT, AND INFRASTRUCTURE UPGRADE, INCLUDING SEISMIC UPGRADING

<u>Supporting Department Objectives</u>	<u>2012-13 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Create and steward comprehensive infrastructure datasets	YES	YES	YES	YES
Conduct public safety facilities analysis	NO	NO	NO	NO
Create and steward un-reinforced masonry dataset	YES	YES	YES	YES
Conduct URM and hazard analysis	NO	NO	NO	NO

THE FOLLOWING COUNCIL GOALS FOR SECTION E, TRANSPORTATION MANAGEMENT, CAN ALL BE POSITIVELY INFLUENCED THROUGH THE USE OF THE GREATER EUREKA AREA REGIONAL TRANSPORTATION MODEL

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

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

<u>Supporting Department Objectives</u>	<u>2012-13 Actual</u>	<u>PERFORMANCE MEASURES:</u>		
		<u>2013-14 Target</u>	<u>2013-14 Estimated</u>	<u>2014-15 Target</u>
Create timely and accurate Eureka street tree dataset	YES	YES	NO	NO
Work with local contractors to develop experimental street tree interactive website	YES	NO	NO	NO

Non-Operating



Debt Service

Interfund Transfers

Reserve Contributions

Department Summary *Non-Operating*



DEPARTMENT DESCRIPTION:

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

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
EXPENDITURES BY PROGRAM:				
Debt Service	\$ 3,664,916	\$ 6,191,154	\$ 3,805,257	\$ 6,269,086
Interfund transfers	9,071,934	12,439,307	16,343,731	4,498,956
Reserve contributions	-	450,000	50,000	-
	<u>\$12,736,850</u>	<u>\$ 19,080,461</u>	<u>\$ 20,198,988</u>	<u>\$ 10,768,042</u>

EXPENDITURES BY FUND

General Fund	\$ 325,088	\$ 253,255	\$ 253,255	\$ 151,565
Measure O	3,856,489	3,648,821	3,622,821	3,735,065
Parking Meter Fund	24,987	24,987	24,936	-
Housing RLF CDBG PI	6,327	-	-	-
SA - Housing	691,251	-	-	-
EPFA Debt Service Fund	5,687	2,419,749	-	-
SA - Debt Svc	1,395,646	2,575,317	-	2,579,604
Water Operations Fund	997,488	1,772,315	1,806,848	1,826,527
Water Capital Projects Fund	2,202,099	-	-	-
Wastewater	3,129,536	7,651,272	14,095,987	2,132,053
Wastewater Capital Projects Fund	-	400,000	-	-
Harbor Fund	102,252	334,745	334,745	282,826
Information Technology Operations	-	-	60,396	60,402
Total Resources	<u>\$12,736,850</u>	<u>\$ 19,080,461</u>	<u>\$ 20,198,988</u>	<u>\$ 10,768,042</u>

Non-Operating



DEPARTMENT: Non-Operating
PROGRAM: Debt service

PROGRAM DESCRIPTION:

Debt service includes Capital Leases, Revenue Bonds and Interfund Advances

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Debt Service	<u>\$ 3,664,916</u>	<u>\$ 6,191,154</u>	<u>\$ 3,805,257</u>	<u>\$ 6,269,086</u>
EXPENDITURES BY FUND:				
General Fund	\$ 237,512	\$ 151,565	\$ 151,565	\$ 151,565
Measure O	-	85,948	215,490	129,542
Parking Meter Fund	24,987	24,987	24,936	-
Eureka Public Financing Authority SA - Debt Svc	1,395,646	2,419,749	-	2,579,604
Water Operations Fund	997,488	1,772,315	1,771,848	1,766,527
Wastewater Operations Fund	907,031	1,296,277	1,296,277	1,298,620
Harbor Fund	102,252	284,745	284,745	282,826
Information Technology Operations	-	-	60,396	60,402
Total	<u>\$ 3,664,916</u>	<u>\$ 6,191,154</u>	<u>\$ 3,805,257</u>	<u>\$ 6,269,086</u>

Non-Operating



DEPARTMENT Non-Operating
PROGRAM: Interfund transfers

PROGRAM DESCRIPTION:

Interfund transfers primarily represent operating subsidies.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Interfund transfers	\$ 9,071,934	\$ 12,439,307	\$ 16,343,731	\$ 4,498,956
EXPENDITURES BY FUND				
General Fund	\$ 87,576	\$ 101,690	\$ 101,690	\$ -
Measure O	3,856,489	3,562,873	3,407,331	3,605,523
Housing RLF CDBG PI	6,327	-	-	-
SA - Housing	691,251	-	-	-
EPFA Debt Service Fund	5,687	-	-	-
SA - Debt Svc	-	2,419,749	-	-
Water Operations Fund	-	-	35,000	60,000
Water Capital Projects Fund	2,202,099	-	-	-
Wastewater Operations Fund	2,222,505	6,354,995	12,799,710	833,433
Total	\$ 9,071,934	\$ 12,439,307	\$ 16,343,731	\$ 4,498,956

Non-Operating

DEPARTMENT Non-Operating
 PROGRAM: Reserve Contributions



PROGRAM DESCRIPTION:

Reserve contributions are budgeted so that resources are used for their intended purposes.

	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated</u>	<u>2014-15 Budget</u>
PROGRAM EXPENDITURES:				
Reserve Contributions	\$ -	\$ 450,000	\$ 50,000	\$ -
EXPENDITURES BY FUND:				
Wastewater Capital Projects Fund	\$ -	\$ 400,000	\$ -	\$ -
Harbor Fund	-	50,000	50,000	-
Total	\$ -	\$ 450,000	\$ 50,000	\$ -

Section D
Fund Summaries

Fund Summaries



OVERVIEW

This section summarizes revenues, capital improvements, and changes in Working Capital for each of the City's operating funds. Changes in Working Capital are provided for the previous fiscal year (2013-14), and the fiscal year covered by the 2014-15 Adopted Budget.

The following funds are included in this section:

CITY FUNDS:

General Funds

- General Fund
- Measure O

Special Revenue Funds

- Economic Development Revolving Loan Funds
- Gas Tax/State Highway Funds
- Habitat Acquisition and Restoration fund
- Environmental Programs Fund
- Police Special Revenue Funds
- Capital Improvements
- Demolitions Projects Fund
- Airport Fund
- Hazardous Materials Response Fund
- CDBG Housing Fund
- CDBG General Allocation Fund
- HOME Investment Partnership Program Fund
- Rental Rehab Funds
- Housing Fund
- CPR Fund

Enterprise Funds

- Water Utility
- Water Capital Projects
- Wastewater Utility
- Transit Fund
- Humboldt Bay
- Building Fund
- Golf Course Fund

Internal Service Funds

- Equipment Operations Fund
- Risk Management Fund
- Internal Operations
- Information Technology Operations

Trust and Agency Funds

- Fire and Police Retirement Fund

Fund Summaries



OVERVIEW, Continued

EUREKA REDEVELOPMENT AGENCY (ERA) & SUCCESSOR AGENCY FUNDS:

Internal Service Funds

Successor Agency Economic Development Administration Fund

Special Revenue Funds

Successor Agency Housing Fund

Debt Service Funds

Successor Agency Debt Service Funds

Capital Projects Funds

Successor Agency Capital Projects Funds

EUREKA PUBLIC FINANCING AUTHORITY (EPFA) FUNDS:

Debt Service Funds

EPFA Debt Service Funds

General Funds



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

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

FUND SUMMARIES - CITY FUNDS

GENERAL FUNDS

	<u>General</u>	<u>Measure "O"</u>
Working Capital-7/1/13	1,926,333	8,511
SOURCES:		
Revenues:		
Taxes	16,231,776	4,076,000
Licenses, Permits & Franchises	931,700	-
Intergovernmental	3,068,192	-
Charges for Services	1,140,433	-
Fines & Forfeits	220,000	-
Miscellaneous	186,351	-
Transfers from Other Funds	3,362,331	-
Other Financing Sources	300,049	-
Total Sources	<u>25,440,832</u>	<u>4,076,000</u>
USES:		
Operating Budgets	25,464,507	453,179
Debt Service	151,565	215,490
Projects	398,625	-
Transfers to Other Funds	101,690	3,407,331
Total Uses	<u>26,116,387</u>	<u>4,076,000</u>
Working Capital-6/30/14	<u>1,250,778</u>	<u>8,511</u>
SOURCES:		
Revenues:		
Taxes	16,402,700	4,124,000
Licenses, Permits & Franchises	943,200	-
Intergovernmental	2,450,929	-
Charges for Services	1,264,991	-
Fines & Forfeits	234,200	-
Miscellaneous	186,310	-
Transfers from Other Funds	3,725,523	-
Other Financing Sources	800,000	-
Total Sources	<u>26,007,853</u>	<u>4,124,000</u>
USES:		
Operating Budgets	25,398,319	397,446
Debt Service	151,565	129,542
Projects	600,000	-
Transfers to Other Funds	-	3,605,523
Total Uses	<u>26,149,884</u>	<u>4,132,511</u>
Working Capital-6/30/15	<u>1,108,747</u>	-

Special Revenue Funds



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

- **Economic Development Revolving Loan Funds** - These funds are used to account for the proceeds of Community Development Block grants, as required by federal regulations. Also, reimbursement of block grant economic development loans ("program income") is received into these funds.
- **Gas Tax/State Highway Funds** - These funds are required by state law to account for gas tax monies allocated by the State. Taxes levied by the State on gasoline and other motor fuels are allocated among cities, counties, and the State. The funds can be used for street and road expenditures, as defined by state law. Occasionally, other street and road related grants are received into this fund. Other revenues include State Highway funds traded for Federal ISTEA funds (per California Senate Bill 1435). The funds can be used for the same purposes as gas tax funds (see above). Under SB 45, the State Transportation Improvement Plan provides funding for approved local street projects. Revenues are derived from both state and federal funds. Revenue received from CalTrans through the sale of property to fund projects that provide congestion relief for travel through the City is also allocated here. These funds are also used to account for revenue received from the State for the purpose of street and highway pavement maintenance, rehabilitation, and reconstruction of necessary associated facilities such as drainage and traffic devices.
- **Habitat Acquisition and Restoration Fund** - This fund is used to account for grants and other funds restricted or designated specifically for acquisition, restoration, or mitigation projects approved by the City.
- **Environmental Programs Fund** - Revenues to this fund are restricted by law for implementation of various environmental programs throughout the City, particularly solid waste source reduction.
- **Special Police Revenue Funds** - These funds are used to account for revenues from several programs which are restricted as to use for police programs. These include drug asset forfeitures, vehicle theft funds, the State supplemental law enforcement services program, traffic offender funds, abandoned vehicle abatement funds, and the California law enforcement equipment program fund.
- **Capital Improvements** - Revenues to this fund include state and federal grants and transfers from other City funds designated by Council action to be used for specified capital maintenance/improvement projects.
- **Demolition Projects Fund** - Revenues of this fund consist primarily of transfers from the General Fund and are to be used for abatement actions authorized by the Municipal Code or by the Uniform Building Code.
- **Airport Fund** - Revenues to this fund are restricted by law for maintenance and capital improvement at the Eureka Municipal Airport.

Special Revenue Funds



- **Hazardous Materials Response Fund** - This fund receives revenues from the Hazardous Materials (Hazmat) Authority, the General Fund, grants and response charges to operate the Hazmat response team.
- **CDBG Housing Fund** - This fund accounts for its housing loan programs. The CDBG (Community Development Block Grant) Housing Fund accounts for loans of federal grant funds, and program income from repayments of those loans.
- **CDBG General Allocation Fund** - This fund is used to account for Community Block Grant Funds received for developing the Alzheimer's Resource Center.
- **HOME Investment Partnership Program Fund** -Revenues to this fund are federal funds channeled through the state, and will be used for rehabilitation of owner-occupied homes.
- **Rental Rehab Funds** - These funds are used to account for another housing loan program, funded by state grant funds.
- **Housing Fund** - This fund is used to account for the City's local housing program, and operates as a revolving loan fund.
- **CPR Fund** - This fund is used to account for fire department training of citizens and public personnel in CPR techniques.

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	Econ Dev./ Revolving Loan	Habitat Acquisition & Restoration	Environmental Programs	Capital Improvements
Working Capital-7/1/13	194,112	(76,963)	(1,852)	3,676
SOURCES:				
Revenues	40,000	-	95,000	-
Transfers from Other Funds	-	-	-	-
Total Sources	40,000	-	95,000	-
USES:				
Operating Budgets	28,041	-	72,026	-
Projects	-	-	-	-
Debt Service	-	-	-	-
Transfers to Other Funds	-	-	-	-
Total Uses	28,041	-	72,026	-
Working Capital-6/30/14	206,071	(76,963)	21,122	3,676
SOURCES:				
Revenues	524,336	256,000	95,050	-
Transfers from Other Funds	-	-	-	-
Total Sources	524,336	256,000	95,050	-
USES:				
Operating Budgets	470,800	-	73,882	-
Projects	-	263,310	-	-
Debt Service	-	-	-	-
Transfers to Other Funds	-	-	-	-
Total Uses	470,800	263,310	73,882	-
Working Capital-6/30/15	259,607	(84,273)	42,290	3,676

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	Demolition Projects	Airport	Hazmat Response	CPR
Working Capital-7/1/13	(804,093)	120,387	178,761	22,973
SOURCES:				
Revenues	-	-	51,908	20,000
Transfers from Other Funds	-	-	-	-
Total Sources	-	-	51,908	20,000
USES:				
Operating Budgets	-	80,024	44,337	16,785
Projects	175,000	-	-	-
Debt Service	-	-	-	-
Transfers to Other Funds	-	-	-	-
Total Uses	175,000	80,024	44,337	16,785
Working Capital-6/30/14	(979,093)	40,363	186,332	26,188
SOURCES:				
Revenues	325,000	23,300	51,908	20,000
Transfers from Other Funds	-	-	-	-
Total Sources	325,000	23,300	51,908	20,000
USES:				
Operating Budgets	-	63,006	57,945	11,512
Projects	50,000	-	-	-
Debt Service	-	-	-	-
Transfers to Other Funds	-	-	-	-
Total Uses	50,000	63,006	57,945	11,512
Working Capital-6/30/15	(704,093)	657	180,295	34,676

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	CDBG - Housing	CDBG - Technical & Planning	HOME Program	Cal Home
Working Capital-7/1/13	382,151	(21,355)	909,904	103,003
SOURCES:				
Revenues	-	80,000	935,250	-
Transfers from Other Funds	-	-	-	-
Total Sources	<u>-</u>	<u>80,000</u>	<u>935,250</u>	<u>-</u>
USES:				
Operating Budgets	-	80,000	5,000	7,200
Projects	-	-	-	-
Debt Service	-	-	-	-
Transfers to Other Funds	-	-	-	-
Total Uses	<u>-</u>	<u>80,000</u>	<u>5,000</u>	<u>7,200</u>
Working Capital-6/30/14	<u>382,151</u>	<u>(21,355)</u>	<u>1,840,154</u>	<u>95,803</u>
SOURCES:				
Revenues	47,000	1,100,000	50,000	-
Transfers from Other Funds	-	-	-	-
Total Sources	<u>47,000</u>	<u>1,100,000</u>	<u>50,000</u>	<u>-</u>
USES:				
Operating Budgets	367,350	80,000	873,750	72,840
Projects	-	-	-	-
Debt Service	-	-	-	-
Transfers to Other Funds	-	-	-	-
Total Uses	<u>367,350</u>	<u>80,000</u>	<u>873,750</u>	<u>72,840</u>
Working Capital-6/30/15	<u>61,801</u>	<u>998,645</u>	<u>1,016,404</u>	<u>22,963</u>

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	Rental Rehab	Housing	City Housing Low/Mod	Gas Tax/ State Highway
Working Capital-7/1/13	105,966	107,001	743,492	969,219
SOURCES:				
Revenues	-	-	-	2,571,347
Transfers from Other Funds	-	-	-	-
Total Sources	-	-	-	2,571,347
USES:				
Operating Budgets	-	-	110,365	730,697
Projects	-	-	-	1,939,087
Debt Service	-	-	-	-
Transfers to Other Funds	-	-	-	-
Total Uses	-	-	110,365	2,669,784
Working Capital-6/30/14	105,966	107,001	633,127	870,782
SOURCES:				
Revenues	-	-	-	2,582,929
Transfers from Other Funds	-	-	-	-
Total Sources	-	-	-	2,582,929
USES:				
Operating Budgets	100,000	34,950	240,861	804,727
Projects	-	-	-	1,932,476
Debt Service	-	-	-	-
Transfers to Other Funds	-	-	-	-
Total Uses	100,000	34,950	240,861	2,737,203
Working Capital-6/30/15	5,966	72,051	392,266	716,508

FUND SUMMARIES - CITY FUNDS

SPECIAL REVENUE FUNDS

	Police Special Revenue	Parking Fund
Working Capital-7/1/13	268,068	50,146
SOURCES:		
Revenues	739,346	177,100
Transfers from Other Funds	4,000	-
Total Sources	743,346	177,100
USES:		
Operating Budgets	566,929	155,784
Projects	-	14,823
Debt Service	-	24,936
Transfers to Other Funds	-	-
Total Uses	566,929	195,543
Working Capital-6/30/14	444,485	31,703
SOURCES:		
Revenues	388,545	175,000
Transfers from Other Funds	-	-
Total Sources	388,545	175,000
USES:		
Operating Budgets	1,005,802	143,442
Projects	-	15,000
Debt Service	-	-
Transfers to Other Funds	-	-
Total Uses	1,005,802	158,442
Working Capital-6/30/15	(172,772)	48,261

Enterprise Funds



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

- **Water Utility:**

Water Utility Fund - The Water Fund is used to account for the operation and maintenance of the City's water utility. Revenues are primarily user charges. Rates are set periodically by the City Council.

- **Wastewater Utility:**

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

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

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

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

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

FUND SUMMARIES - CITY FUNDS

ENTERPRISE FUNDS

	Water Operating	Wastewater	Transit	Humboldt Bay Operating
Working Capital-7/1/13	14,873,990	15,157,732	226,874	(608,943)
REVENUES:				
User fees	7,051,361	6,479,610	322,000	409
Other revenues	130,688	8,356,909	2,360,191	910,605
Transfers and/or contributions	-	12,764,710	-	-
Total Sources	<u>7,182,049</u>	<u>27,601,229</u>	<u>2,682,191</u>	<u>911,014</u>
EXPENSES:				
Operating Expenses	5,770,223	6,309,090	2,601,816	751,891
Capital Projects	3,485,108	14,355,046	-	-
Reserves	-	-	-	50,000
Debt service	1,771,848	1,296,277	-	284,745
Transfers to/(from) Other Funds	35,000	12,799,710	-	-
Total Uses	<u>11,062,179</u>	<u>34,760,123</u>	<u>2,601,816</u>	<u>1,086,636</u>
Working Capital-6/30/14	<u>10,993,860</u>	<u>7,998,838</u>	<u>307,249</u>	<u>(784,565)</u>
REVENUES:				
User fees	7,225,350	6,470,800	328,555	-
Other revenues	-	4,558,519	1,413,611	948,293
Transfers and/or contributions	-	773,433	-	-
Total Sources	<u>7,225,350</u>	<u>11,802,752</u>	<u>1,742,166</u>	<u>948,293</u>
USES:				
Operating Expenses	5,512,638	6,247,693	1,746,178	703,797
Capital Projects	415,424	8,779,814	-	-
Reserves	-	-	-	-
Debt Service	1,766,527	1,298,620	-	282,826
Transfers out	60,000	833,433	-	-
TOTAL USES	<u>7,754,589</u>	<u>17,159,560</u>	<u>1,746,178</u>	<u>986,623</u>
Working Capital-6/30/15	<u><u>10,464,621</u></u>	<u><u>2,642,030</u></u>	<u><u>303,237</u></u>	<u><u>(822,895)</u></u>

FUND SUMMARIES - CITY FUNDS

ENTERPRISE FUNDS

	Building Fund	Municipal Golf Course
	<u> </u>	<u> </u>
Working Capital-7/1/13	(77,487)	207,746
REVENUES:		
User fees	112,500	407
Other revenues	601,000	25,000
Transfers and/or contributions	192,690	-
Total Sources	<u>906,190</u>	<u>25,407</u>
EXPENSES:		
Operating Expenses	990,053	9,065
Capital Projects	3,453	15,000
Reserves	-	-
Debt service	-	-
Transfers to/(from) Other Funds	-	-
Total Uses	<u>993,506</u>	<u>24,065</u>
Working Capital-6/30/14	<u>(164,803)</u>	<u>209,088</u>
REVENUES:		
User fees	134,000	-
Other revenues	705,000	25,000
Transfers and/or contributions	-	-
Total Sources	<u>839,000</u>	<u>25,000</u>
USES:		
Operating Expenses	949,756	8,776
Capital Projects	-	119,592
Reserves	-	-
Debt Service	-	-
Transfers out	-	-
TOTAL USES	<u>949,756</u>	<u>128,368</u>
Working Capital-6/30/15	<u>(275,559)</u>	<u>105,720</u>

Internal Service Funds



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

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

FUND SUMMARIES - CITY FUNDS

INTERNAL SERVICE FUNDS

	Risk Management	Equipment Operations	Information Technology Operations	Internal Operations
Working Capital-7/1/13	(642,252)	1,581,350	283,198	(231,502)
SOURCES:				
Revenues	1,758,592	1,683,623	951,783	3,382,189
Transfers and/or contributions	-	-	-	20,000
Total Sources	1,758,592	1,683,623	951,783	3,402,189
USES:				
Operating Budgets	1,798,988	2,088,989	1,101,232	3,224,128
Capital Projects	-	-	-	74,370
Debt service	-	-	60,396	-
Total Uses	1,798,988	2,088,989	1,161,628	3,298,498
Working Capital-6/30/14	(682,648)	1,175,984	73,353	(127,811)
SOURCES:				
Revenues	1,898,512	1,493,345	1,295,651	3,070,067
Transfers and/or contributions	-	-	-	-
Total Sources	1,898,512	1,493,345	1,295,651	3,070,067
USES:				
Operating Budgets	1,902,611	2,030,764	1,062,224	3,141,299
Capital Projects	-	-	-	113,000
Debt service	-	-	60,402	-
Transfers Out	-	-	-	-
Total Uses	1,902,611	2,030,764	1,122,626	3,254,299
Working Capital-6/30/15	(686,747)	638,565	246,378	(312,043)

Trust Funds



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

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

FUND SUMMARIES - CITY FUNDS

TRUST FUND

	Fire & Police Retirement
Working Capital-7/1/13	57,961
ADDITIONS:	427,179
Total Additions	427,179
DEDUCTIONS:	
Benefits & Expenses	439,364
Total Deductions	439,364
Working Capital-6/30/14	45,776
ADDITIONS	397,446
Total Additions	397,446
DEDUCTIONS:	
Benefits & Expenses	405,533
Total Deductions	405,533
Working Capital-6/30/15	37,689

Special Revenue Funds

Redevelopment & Successor Agency



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

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

Debt Service Funds

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

Capital Projects Funds

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

FUND SUMMARIES

SUCCESSOR AGENCY FUNDS

	Successor Agency ERA <u>Debt Service</u>	Successor Agency Capital Projects <u>Projects</u>	Successor Agency Econ Dev Administration <u>Administration</u>
Working Capital-7/1/13	2,185,390	415,914	24,194
SOURCES:			
Revenues	-	-	250,000
Transfers from Other Funds	-	-	-
Total Sources	<u>-</u>	<u>-</u>	<u>250,000</u>
USES:			
Operating Budgets	84	-	250,000
Debt Service	-	-	-
Projects	-	47,401	-
Transfers to Other Funds	-	-	-
Total Uses	<u>84</u>	<u>47,401</u>	<u>250,000</u>
Working Capital-6/30/14	<u>2,185,306</u>	<u>368,513</u>	<u>24,194</u>
SOURCES:			
Revenues	2,603,058	-	250,000
Transfers from Other Funds	-	-	-
Total Sources	<u>2,603,058</u>	<u>-</u>	<u>250,000</u>
USES:			
Operating Budgets	84	4	250,000
Debt Service	2,579,604	-	-
Projects	-	103,394	-
Transfers to Other Funds	-	-	-
Total Uses	<u>2,579,688</u>	<u>103,398</u>	<u>250,000</u>
Working Capital-6/30/15	<u>2,208,676</u>	<u>265,115</u>	<u>24,194</u>

Section E
Revenues By Fund

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
110	GENERAL FUND				
	TAXES:				
31110-0000	Secured-Current	2,442,631	1,560,000	1,818,300	1,820,000
31110-2011	Transfer to RDA	(632,248)	0	0	0
31111-0000	Unsecured-Current	99,824	110,000	110,000	110,000
31125-0000	Supp roll-current	26,004	40,000	40,000	40,000
31131-0000	Unsecured-prior	5,302	2,500	2,500	2,500
31135-0000	Supp. roll-prior	9,887	10,000	10,000	10,000
31301-0000	Sales tax	6,869,374	7,116,000	7,116,000	7,294,000
31302-0000	Sales tax-Pub Safety	297,630	250,000	250,000	250,000
31303-0000	Sales tax-In Lieu	2,101,707	2,500,000	2,500,000	2,500,000
31304-0000	Transaction & Use tax	1,966,634	2,038,000	2,038,000	2,062,000
31305-0000	Transfer tax	55,404	40,000	40,000	40,000
31501-0000	TOT	2,032,949	2,000,000	2,030,000	2,000,000
31502-0000	Humb Tourism Admin Fee Revenue	6,263	0	2,737	0
31601-0000	Reg bus license tax	224,869	230,000	230,000	230,000
31602-0000	Business license review fee	2,352	2,200	2,200	2,200
31603-0000	Bus lic penalties	7,805	9,000	9,000	9,000
31611-0000	BID - all areas	30,527	33,000	33,000	33,000
31905-0000	Timber yield tax	53	0	39	0
31920-0000	Utility users' tax	72	0	0	0
	Subtotal	15,547,039	15,940,700	16,231,776	16,402,700
	LICENSES, PERMITS & FRANCHISES:				
32101-0000	Animal licenses	59,060	52,000	52,000	52,000
32201-0000	Fire permits	267	400	400	400
32232-0000	Residential Parking Permits	1,200	0	500	0
32241-0000	Encroachment permits	25,500	20,000	20,000	20,000
32243-0000	Transportation perm.	894	800	800	800
32310-0000	Gas/Elec franchise	227,879	230,000	230,000	242,000
32320-0000	Cable TV franchise	277,998	278,000	278,000	278,000
32330-0000	Garbage franchise	347,802	350,000	350,000	350,000
	Subtotal	940,600	931,200	931,700	943,200
	INTERGOVERNMENTAL:				
33150-3601	FEMA - Emergency Ops Training	1,454	0	0	0
33250-0000	California - EMA	78,619	300,000	525,588	0
33303-0000	Humboldt Fire Dist #1	108,475	170,000	170,000	0
33303-1000	Joint HFD #1/Eureka EFD	3,594	0	0	0
33303-2000	Humboldt Bay Fire JPA	0	0	100	150,000
33305-0000	Motor veh. in-lieu	13,986	0	11,575	0
33311-0000	Prop tax VLF in-lieu	2,060,744	2,100,929	2,100,929	2,100,929
33315-0000	HOPTR	53,395	38,000	38,000	38,000
33318-0000	Booking fee reimb.	0	0	90,000	30,000
33330-0000	P.O.S.T.	31,525	22,000	22,000	22,000
33332-2000	EECBG (ARRA) Grant	135,556	0	0	0
33334-0000	Certified Local Gov Grant	0	12,000	0	0
33336-0000	911 Reimbursement Com Equipm	59,946	60,000	60,000	60,000
33392-0000	SB 90	56,999	50,000	50,000	50,000
	Subtotal	2,604,293	2,752,929	3,068,192	2,450,929
	CHARGES FOR SERVICES:				
34210-0000	Charges for Calls - PD	0	0	40,000	0
34211-0000	Sp. police services	69,760	40,000	56,000	40,000

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
34214-0000	Police rev-counter	52,682	40,000	50,000	40,000
34215-0000	Police Calls for Service	217	0	0	0
34217-0000	False alarm charges	24,250	12,000	30,000	12,000
34221-0000	Sp. fire services	15,313	23,000	0	23,000
34222-0000	Fire marshal	2,983	0	0	0
34226-0000	Fire-counter charges	150	100	100	100
34229-0000	Fire - Training Officer	0	54,000	0	54,000
34231-0000	Plan Check Fees	7,570	6,600	7,900	6,600
34240-0000	Fire inspection fees	690	1,500	1,249	1,500
34242-0000	Fire plan check fees	15,909	12,000	17,000	12,000
34243-0000	Fire Inspection Mandated	33,176	30,000	34,000	30,000
34244-0000	Alarm permits	3,210	5,000	6,800	5,000
34311-0000	Survey service	(225)	3,000	0	3,000
34312-0000	Sales of plans/specs	3,442	1,200	1,200	1,200
34314-0000	Eng. subdivision fee	(150)	0	0	0
34315-0000	C.D. Deposits	1,380	0	500	0
34317-0000	Engineering reviews	9,545	10,000	10,000	10,000
34318-0000	Project Salaries	81,402	75,000	75,000	75,000
34319-0000	Engineering Agreement Fee	840	1,200	1,200	1,200
34321-0000	St. highway sweeping	0	23,000	11,476	68,856
34323-0000	Weed abatement chgs.	3,977	2,000	3,800	2,000
34341-0000	Custodial services	878	0	0	0
34342-0000	Electrician services	1,361	0	0	0
34410-0000	Recreation programs	0	0	0	26,600
34410-1024	Special classes	18,041	19,000	19,361	16,000
34410-1025	Men's softball	12,060	19,000	18,885	18,000
34410-1026	Women's softball	1,830	1,800	1,830	0
34410-1027	Coed softball	9,903	10,000	13,690	12,000
34410-1028	Men's basketball	6,630	10,500	7,650	9,000
34410-1029	30+ basketball	3,125	4,000	2,550	3,000
34410-1030	Women's volleyball	6,930	6,000	7,130	7,200
34410-1031	Coed volleyball	0	1,200	0	0
34410-1032	Softball tournaments	1,670	1,750	2,005	1,820
34410-1033	Hoopsters basketball	36,479	38,000	35,910	38,000
34410-1034	Roller skating	19,189	20,500	20,100	20,500
34410-1041	Special events	5,047	5,500	3,885	5,500
34410-1147	Adorni-clis Arts&crft	9,516	10,000	10,000	10,000
34410-1164	Non Res adlt sports	2,700	1,000	1,000	1,000
34410-1166	Non Res yth spec cl	0	0	40	0
34410-1168	Ryan Center	68,406	63,000	61,008	64,000
34410-1194	Youth-Eur City Schls	201,399	204,537	213,875	230,365
34410-1325	G.U.L.C.H. Recreation Program	2,768	3,000	2,588	(2,500)
34411-1042	Membership-resident	58,498	63,000	63,567	65,000
34411-1043	Membrsh-non-resident	0	0	10	0
34411-1044	Drop-in - resident	2,199	3,000	4,540	3,500
34411-1046	Open gym - resident	4,369	5,400	12,143	7,600
34411-1047	Bskbl/Vollbl Party	532	200	366	0
34412-0000	Zoo Admission	152,667	151,000	180,000	230,000
34413-0000	Zoo school visits	2,058	2,000	2,000	8,000
34414-0000	Zoo Education Grants	0	0	0	0
34415-0000	Zoo Tour Revenue	96	250	250	300
34419-0000	Staff-bldg. superv.	275	0	0	0
34419-1096	Cooper Gulch	0	0	0	0
34419-1100	Sequoia Park	200	0	300	0
34515-0000	Planning-sp svcs fee	2,138	2,000	2,000	2,000

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
34516-0000	Historic pres. Fees	0	2,000	0	2,000
34517-0000	Business License Review Fee	0	2,000	0	2,000
34521-0000	Subdiv/vacation fees	0	0	2,000	0
34523-0000	C.D. Administrative	193	500	(2,050)	500
34524-0000	C.D. Ministerial	18,350	15,000	15,000	15,000
34525-0000	C.D. Discretionary	22,525	20,000	20,000	20,000
34526-0000	C.D. Environmental	0	0	0	0
34527-0000	C.D. Enforcement	74,426	60,000	70,000	60,000
34528-0000	Work w/o Project Approval	313	250	250	250
34600-0000	Medi - Can Admin fee for lie	0	0	0	0
34612-0000	Grant administration	15,684	0	0	0
34614-0000	Medi-Can Sched Inspect CD	110	0	55	0
34615-0000	Medi-Can Sched Inspect Fire	237	0	0	0
34616-0000	Medi-Can Sched Inspect Police	224	0	0	0
34617-0000	Medi-Can Warrant Inspect CD	0	0	230	0
34901-0000	Return check chgs	150	300	300	300
34910-0000	Printing charges	556	300	300	300
34911-0000	Postage charges	270	300	300	300
34913-0000	Subpoenaed emp. chgs	2,234	1,000	1,000	1,000
34915-0000	Misc. copy charges	24	0	140	0
34990-0000	Other misc fees	0	1,000	0	1,000
	Subtotal	1,092,381	1,087,887	1,140,433	1,264,991
FINES & FORFEITS:					
35220-0000	Criminal fines	14,189	12,000	14,000	12,000
35230-0000	Court fines	233,429	200,000	200,000	200,000
35263-0000	DUE Code violations	5,070	12,000	6,000	12,000
35411-0000	Medi-Can Failure to Comply 15	7,750	7,700	0	7,700
35425-0000	Medi-Can Ordinance Penalty	2,576	2,500	0	2,500
	Subtotal	263,014	234,200	220,000	234,200
MISCELLANEOUS:					
36110-0000	Pooled cash interest	16,660	22,000	0	22,000
36112-0000	Other interest	8,752	7,800	4,500	7,800
36112-3000	Medi-Can Interest on non-pmt	258	0	0	0
36112-2000	Code Violation Finance C	27,300	25,000	25,000	25,000
36199-0000	Change in FV of inv	2,653	0	0	0
36310-0000	Building rent	0	0	13,896	0
36310-1100	SN Properties Servicing	15,758	0	0	0
36310-1185	American Red Cross	1,560	1,560	1,560	1,560
36310-1190	Winniger Farms - Parcel M	15,000	7,500	7,500	7,500
36311-1094	Muni Auditorium	9,746	1,000	1,000	1,000
36311-1099	Zoo Multi Purpose Room Rent	1,290	0	0	300
36311-1100	Zoo Class Registration	12,268	16,000	14,000	14,750
36311-1102	Zoo Events/Rentals	0	0	3,000	1,650
36312-1098	Gymnasium	8,750	9,500	17,962	13,000
36312-1099	Meeting room	5,402	5,300	4,878	5,000
36314-1101	Kennedy-Hartman	500	1,000	400	1,000
36314-1102	Lights	670	240	200	200
36314-1195	Seq Park picnic area	540	500	895	750
36390-0000	Other rent & leases	2,721	1,000	1,095	1,000
36390-1001	Northcoast Children's Service	9,600	0	9,600	0
36504-0000	Myrtle Grove Cemet.	2,000	2,000	2,000	2,000
36506-1322	Par & Rec Sequoia Park Zoo	0	300	300	0

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
36509-0000	Donations - Police Dept legal	(21)	0	0	0
36509-1236	Donations - Public Safety	65	0	0	0
36509-1238	Donations - Volunteer Patro	50	0	0	0
36509-2100	Donation -Miscellaneous Polic	1,005	0	0	0
36510-0000	Donations - Art & Culture	(31)	0	0	0
36510-1000	Dog Park Donations	403	0	0	0
36510-1100	Fireworks Donations	24,003	30,000	30,000	30,000
36810-0000	Cash over or short	(514)	0	0	0
36812-0000	Reimbursement-prior	3,305	5,000	25,000	5,000
36815-0000	Compens-prop damage	24,707	30,000	0	30,000
36819-0000	Sale of equip	0	0	2,000	0
36820-0000	Refunds	355,034	338,431	0	0
36821-0000	Sale-unclaimed prop	3,469	0	3,265	0
36822-0000	Rebates	5,350	4,300	4,300	4,300
36825-0000	Recovered Revenue	47,682	0	0	0
36890-0000	Miscellaneous	6,205	10,000	10,000	10,000
36890-2100	Police - Miscellaneous	2,384	2,500	4,000	2,500
	Subtotal	614,524	520,931	186,351	186,310
110	OTHER FINANCING SOURCES:				
39106-0000	Wastewater Oper Fund	0	0	35,000	60,000
39110-0000	Water Fund	0	0	35,000	60,000
39135-0000	Measure O Fund	3,812,611	3,447,873	3,292,331	3,605,523
39265-0000	Loss-pers property	205	0	0	0
39315-0000	Proceeds - Capital Leases	1,033,958	0	0	0
39800-0000	Operational Savings	0	1,600,000	300,049	800,000
	Subtotal	4,846,774	5,047,873	3,662,380	4,525,523
TOTAL FUND 110		25,908,625	26,515,720	25,440,832	26,007,853
120	MEASURE "O"				
	TAXES:				
31304-1000	Supp. - Transaction & Use tax	3,995,517	4,076,000	4,076,000	4,124,000
	MISCELLANEOUS:				
36110-0000	Pooled cash interest	8,511	0	0	0
TOTAL FUND 120		4,004,028	4,076,000	4,076,000	4,124,000
205	HUD/CDBG PRIOR				
	MISCELLANEOUS:				
36110-0000	Pooled cash interest	1,873	0	0	0
36112-1208	Interfund adv/loans interest	0	2,000	0	2,000
36199-0000	Change in FV of inv	(854)	0	0	0
36627-0000	Interfund adv princ	0	16,000	0	16,000
36812-0000	Reimbursement	583	0	0	0
36817-0000	Enterprise Zone Voucher fees	45,085	40,000	40,000	40,000
	Subtotal	46,687	58,000	40,000	58,000
TOTAL FUND 205		46,687	58,000	40,000	58,000

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
224	SB 1435 STATE HIGHWAY ACCOUNT FUND				
	<i>INTERGOVERNMENTAL:</i>				
33331-0000	SAFETEA-LU	0	0	0	0
33331-1000	MAP 21	190,580	190,000	214,412	188,683
33332-0000	American Recovery & Reinvest	0	0	0	0
33333-0000	HCAOG Revenue	0	0	0	0
	Subtotal	190,580	190,000	214,412	188,683
	<i>CHARGES FOR SERVICES:</i>				
34318-0000	Project Salaries	12,008	0	0	0
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	4,147	0	0	0
36199-0000	Change in FV of inv	0	0	0	0
36812-0000	Reimburse-prior	0	0	0	0
36815-0000	Compensation - property damage	35,137	0	0	0
	Subtotal	39,284	0	0	0
TOTAL FUND 224		241,872	190,000	214,412	188,683
225	SB 45 St Hghwy Funds				
	<i>INTERGOVERNMENTAL:</i>				
33332-0000	SB 45-St Hghwy Funds	3,202	332,000	332,000	332,000
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	118	0	0	0
TOTAL FUND 225		3,320	332,000	332,000	332,000
226	CALTRANS NON-FREEWAY FUND				
	<i>INTERGOVERNMENTAL:</i>				
33333-0000	Caltrans-Non-Freeway	2,257	0	0	200,000
33333-2000	PJ 521 PA&ED Funds	10,944	0	0	0
33333-3000	PJ 522 PA&ED Funds	0	90,000	0	90,000
33334-0000	Fed Transp Enhance PJ 510	0	210,000	0	210,000
33334-2000	PJ 522 STIP (Trans Enhance)	3,071	0	0	0
33335-0000	HCAOG - South Gateway PJ 529	0	45,000	0	45,000
	Subtotal	16,272	345,000	0	545,000
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	213	0	0	0
36199-0000	Change in FV of inv	(2,413)	0	0	0
36390-0000	Other Rents & Leases	0	0	0	0
	Subtotal	(2,200)	0	0	0
TOTAL FUND 226		14,072	345,000	0	545,000

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
227	AB 2928 ST HWY TRAFFIC CONGESTION RELIEF				
	<i>INTERGOVERNMENTAL:</i>				
33345-0000	HSIP Grants	106,240	1,143,210	1,237,419	822,322
	Subtotal	106,240	1,143,210	1,237,419	822,322
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	1,188	0	0	0
36199-0000	Change in FV of inv	(1,017)	0	0	0
	Subtotal	171	0	0	0
TOTAL FUND 227		106,411	1,143,210	1,237,419	822,322
229	GAS TAX FUND				
	<i>INTERGOVERNMENTAL:</i>				
33250-0000	California - EMA	0	0	0	0
33324-0000	HUTA 2103 Gas Tax	214,342	386,165	374,042	287,220
33325-0000	Gas Tax 2105	118,046	127,453	121,979	131,995
33326-0000	Gas Tax 2106	110,213	89,291	92,044	107,523
33327-0000	Gas Tax 2107	193,435	189,757	193,451	162,186
33327-1000	Gas Tax 2107.5	6,000	6,000	6,000	6,000
	Subtotal	642,036	798,666	787,516	694,924
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled Cash interest	4,893	3,300	0	0
36199-0000	Change in FV of inv	(1,676)	0	0	0
36812-0000	Reimbursement	2,000	6,500	0	0
	Subtotal	5,217	9,800	0	0
	<i>OTHER FINANCING SOURCES:</i>				
39111-0000	Gas Tax	188,129	0	0	0
TOTAL FUND 229		835,382	808,466	787,516	694,924
230	HABITAT ACQUISITION AND RESTORATION FUND				
	<i>INTERGOVERNMENTAL:</i>				
33351-0000	EEMP Program CA Dept Tra	0	256,000	0	256,000
	Subtotal	0	256,000	0	256,000
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	(1,648)	0	0	0
36199-0000	GASB 31 FMV adjustment	809	0	0	0
	Subtotal	(839)	0	0	0
TOTAL FUND 230		(839)	256,000	0	256,000

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
232	ENVIRONMENTAL PROGRAMS FUND				
	<i>INTERGOVERNMENTAL:</i>				
33370-1264	Recycling activities	9,287	50,000	50,000	50,000
33376-1281	Dept of Conservation-Recycl	20,655	12,000	12,000	12,000
33403-0000	Tipping fees	33,380	33,000	33,000	33,000
	Subtotal	63,322	95,000	95,000	95,000
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	35	50	0	50
36199-0000	Change in FV of inv	(39)	0	0	0
36890-0000	Miscellaneous	70	0	0	0
	Subtotal	66	50	0	50
TOTAL FUND 232		63,388	95,050	95,000	95,050
233	SPECIAL POLICE REVENUE FUND - DRUG ASSET FORFEITURES				
	<i>FINES & FORFEITS:</i>				
35310-0000	Drug asset forfeits	0	0	68,006	0
35311-0000	State - Drug Asset Forfeits	50,000	0	50,000	50,000
35313-0000	Drug Asset Forf-Local Seizure	71,429	0	0	0
35312-0000	DA - ADA/ARRA Task Force Grant	0	0	10,783	0
	Subtotal	121,429	0	128,789	50,000
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	(2,117)	0	0	0
36199-0000	Change in FV of inv	622	0	0	0
	Subtotal	(1,495)	0	0	0
	<i>OTHER FINANCING SOURCES:</i>				
39103-0000	Grant Fund	0	335,520	0	0
TOTAL FUND 233		119,934	335,520	128,789	50,000
234	SPECIAL POLICE REVENUE FUND - VEHICLE THEFT				
	<i>INTERGOVERNMENTAL</i>				
33135-0104	COPS Grant 2009-RKWX-0104	151,145	113,560	145,376	0
33135-0700	OJP grant- 2010-DJBX-0700	0	2,400	2,400	0
33135-0856	OJP Grant - 2013-DJBX-0856	0	0	0	11,520
33135-0984	OJP grant- 2010-DJBX-0984	0	6,826	14,368	0
33135-1056	Alcoholic Beverage Control	0	0	0	0
33135-3383	OJP Grant - 2011-DJ-BX-3383	0	3,056	3,056	0
33150-2203	FEMA - Assist to Firefighter	889,877	0	49,248	0
33336-0000	911 Reimbursement	5,475	0	6,409	0
	Subtotal	1,046,497	125,842	220,857	11,520
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	315	0	0	0
	Subtotal	315	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
OTHER FINANCING SOURCES:					
39315-0000	Proceeds - Capital Leases	(444,479)	0	0	0
	Subtotal	(444,479)	0	0	0
TOTAL FUND 234		602,333	125,842	220,857	11,520
235 SPECIAL POLICE REVENUE FUND - VEHICLE THEFT					
INTERGOVERNMENTAL					
33135-1056	Alcoholic Beverage Control	25,369	0	3,374	0
MISCELLANEOUS:					
36110-0000	Pooled cash interest	2	0	0	0
TOTAL FUND 235		25,371	0	3,374	0
236 SPECIAL POLICE REVENUE FUND - SUPPLEMENTAL LAW ENFORCEMENT SERVICES					
INTERGOVERNMENTAL:					
33352-1211	COPS - State	66,649	100,000	100,000	100,000
	Subtotal	66,649	100,000	100,000	100,000
MISCELLANEOUS:					
36110-0000	Pooled cash interest	126	300	0	300
36199-0000	Change in FV of inv	(712)	0	0	0
	Subtotal	(586)	300	0	300
TOTAL FUND 236		66,063	100,300	100,000	100,300
237 SPECIAL POLICE REVENUE FUND - TRAFFIC OFFENDER FUND					
INTERGOVERNMENTAL:					
33135-1056	ABC 11-MST-10 Grant Rev	2,539	0	30,275	30,275
33354-0137	OTS - STEP 20137	47,457	0	0	0
33354-1267	OTS - Avoid the 12	2,357	0	4,403	0
33354-1417	OTS STEP PT1417	0	0	78,450	78,450
33354-3100	OTS STEP PT13100	5,933	40,000	46,373	0
33354-3134	OTS Berkeley SC13134	6,642	14,000	24,825	16,000
	Subtotal	64,928	54,000	184,326	124,725
CHARGES FOR SERVICES:					
34215-0000	Vehicle release chgs	51,609	52,000	52,000	52,000
MISCELLANEOUS:					
36110-0000	Pooled cash interest	1,428	0	0	0
36199-0000	Change in FV of inv	(591)	0	0	0
	Subtotal	837	0	0	0
TOTAL FUND 237		117,374	106,000	236,326	176,725
238 SPECIAL POLICE REVENUE FUND - ABANDONED VEHICLE ABATEMENT FUND					

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
INTERGOVERNMENTAL:					
33404-0000	AVA fees	45,690	50,000	50,000	50,000
238 MISCELLANEOUS:					
36110-0000	Pooled cash interest	(1,585)	0	0	0
36199-0000	Change in FV of inv	540	0	0	0
	Subtotal	(1,045)	0	0	0
OTHER FINANCING SOURCES:					
39101-0000	General Fund	2,667	4,000	4,000	0
39103-0000	Traffic Offender Fund	0	0	0	0
	Subtotal	2,667	4,000	4,000	0
TOTAL FUND 238		47,312	54,000	54,000	50,000
239 PARKING					
LICENSES, PERMITS					
32230-0000	On-Street parking	136	130	130	130
32231-0000	Off-street parking	54,910	60,000	60,000	60,000
32233-0000	Parking Meter Pre-paid Card	6,659	6,000	8,970	6,000
	Subtotal	61,705	66,130	69,100	66,130
CHARGES FOR SERVICES:					
34318-0000	Project Salaries	593	0	0	0
FINES & FORFEITS:					
35210-0000	Parking fines	94,748	98,000	98,000	98,000
35211-0000	Del. Parking fines	9,797	10,000	10,000	10,000
	Subtotal	104,545	108,000	108,000	108,000
MISCELLANEOUS					
36110-0000	Pooled cash interest	526	870	0	870
36199-0000	Change in FV of inv	(312)	0	0	0
	Subtotal	214	870	0	870
TOTAL FUND 239		167,057	175,000	177,100	175,000
241 CAPITAL IMPROVEMENTS FUND					
INTERGOVERNMENTAL:					
33365-0000	Coastal Conservancy Grant	458,807	0	0	0
	Subtotal	458,807	0	0	0
MISCELLANEOUS:					
36110-0000	Pooled cash interest	434	0	0	0
36590-1000	Donations - Skate Park PJ 3	21	0	0	0
	Subtotal	455	0	0	0
TOTAL FUND 241		459,262	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
242	DEMOLITION PROJECTS FUND				
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	1,875	0	0	0
36812-0000	Reimbursement	10,494	325,000	0	325,000
	Subtotal	12,369	325,000	0	325,000
TOTAL FUND 242		12,369	325,000	0	325,000
260	AIRPORT FUND				
	<i>INTERGOVERNMENTAL:</i>				
33361-1020	Aviation grant	10,000	10,000	0	10,000
	Subtotal	10,000	10,000	0	10,000
	<i>CHARGES FOR SERVICES:</i>				
34318-0000	Project Salaries	563	0	0	0
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	1,691	2,300	0	2,300
36199-0000	Change in FV of inv	(987)	0	0	0
36320-0000	Hangar rental	10,145	11,000	0	11,000
36321-0000	Bed & Breakfast Rent	5,300	0	0	0
	Subtotal	16,149	13,300	0	13,300
TOTAL FUND 260		26,712	23,300	0	23,300
265	HAZARDOUS MATERIALS RESPONSE FUND				
	<i>INTERGOVERNMENTAL:</i>				
	<i>CHARGES FOR SERVICES:</i>				
34228-0000	Haz/Mat JPA charges	0	51,908	51,908	51,908
	Subtotal	0	51,908	51,908	51,908
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	2,032	0	0	0
36199-0000	Change in FV of inv	(1,084)	0	0	0
	Subtotal	948	0	0	0
TOTAL FUND 265		948	51,908	51,908	51,908
266	CPR TRAINING CENTER				
	<i>CHARGES FOR SERVICES:</i>				
34230-0000	Training charges	17,977	20,000	20,000	20,000
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	220	0	0	0
36199-0000	Change in FV of inv	(106)	0	0	0
	Subtotal	114	0	0	0
TOTAL FUND 266		18,091	20,000	20,000	20,000

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
273	CDBG TPA Housing				
	<i>INTERGOVERNMENTAL:</i>				
33131-1009	CDBG - Super NOFA	7,279	1,100,000	80,000	1,100,000
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled Cash Interest	7	0	0	0
	Subtotal	<u>7</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 273		<u>7,286</u>	<u>1,100,000</u>	<u>80,000</u>	<u>1,100,000</u>
275	CDBG GENERAL ALLOCATION FUND				
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	602	0	0	0
36199-0000	Change in FV of inv	(307)	0	0	0
	Subtotal	<u>295</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<i>OTHER FINANCING SOURCES:</i>				
39103-0000	CDBG General Alloca	6,327	0	0	0
	Subtotal	<u>6,327</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 275		<u>6,622</u>	<u>0</u>	<u>0</u>	<u>0</u>
276	HOME PROGRAM FUND				
	<i>TAXES:</i>				
31110-1000	E.D. loan interest	25,000	50,000	0	50,000
	<i>INTERGOVERNMENTAL:</i>				
33131-1245	HOME Program	0	0	868,750	0
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	8,883	10,000	0	0
36123-0000	E.D. loan interest	5,277	0	2,500	0
36199-0000	GASB 31 FMV interest	(3,993)	0	0	0
36622-0000	E.D. loan principal	14,422	0	64,000	0
	Subtotal	<u>24,589</u>	<u>10,000</u>	<u>66,500</u>	<u>0</u>
	<i>OTHER FINANCING SOURCES:</i>				
39108-1000	MAC Repay	50,000	0	0	0
	Subtotal	<u>50,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 276		<u>99,589</u>	<u>60,000</u>	<u>935,250</u>	<u>50,000</u>
277	HOUSING REVOLVING LOAN FUND				
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	5,650	0	0	0
36122-0000	Other hous loan int	7,223	7,000	0	7,000
36199-0000	Change in FV of inv	(1,704)	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
36612-0000	Other hous loan prin	40,000	40,000	0	40,000
	Subtotal	51,169	47,000	0	47,000
TOTAL FUND 277		51,169	47,000	0	47,000
278	CAL HOME OOR GRANT				
	<i>MISCELLANEOUS:</i>				
36110-0000	Interest Income	856	0	0	0
36199-0000	Change in FMV	(737)	0	0	0
36622-0000	Loan Principal Pmt	10,324	0	0	0
36890-0000	Loan Principal Pmt	100	0	0	0
	Subtotal	10,543	0	0	0
TOTAL FUND 278		10,543	0	0	0
283	ECONOMIC DEVELOPMENT FUND				
	<i>INTERGOVERNMENTAL:</i>				
33131-1007	CDBG HCAR OTC	252,088	0	0	0
33131-1008	Economic Enterprise Fund	33,663	510,211	0	466,336
	Subtotal	285,751	510,211	0	466,336
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	(351)	0	0	0
36199-0000	Change in FV of inv	316	0	0	0
	Subtotal	(35)	0	0	0
TOTAL FUND 283		285,716	510,211	0	466,336
285	STATE RENTAL REHAB 1989 FUND				
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	1,087	0	0	0
36199-0000	Change in FV of inv	(546)	0	0	0
	Subtotal	541	0	0	0
TOTAL FUND 285		541	0	0	0
291	HOUSING FUND				
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	1,136	0	0	0
36121-0000	HAB loan interest	283	0	0	0
36611-0000	HAB loan principal	12	0	0	0
36811-0000	Reimb CalHome Activity Delvry	3,500	0	0	0
36890-0000	Miscellaneous revenue	100	0	0	0
	Subtotal	5,031	0	0	0
TOTAL FUND 291		5,031	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
296	CITY HOUSING - LOW/MOD				
	TAXES:				
31110-1000	SA ROPS Revenue	(233,822)	0	0	0
	CHARGES FOR SERVICES:				
34612-0000	Grant Administration	14,113	0	0	0
	MISCELLANEOUS:				
36110-0000	Pooled cash interest	4,831	0	0	0
36122-0000	Other hous loan principal	46,571	0	0	0
36199-0000	Change in FV of inv	(2,890)	0	0	0
36612-0000	Other hous loan prin	248,800	0	0	0
36890-0000	Miscellaneous	406	0	0	0
	Subtotal	297,718	0	0	0
	OTHER FINANCING SOURCES:				
39108-0000	L&M Income Housing	641,251	0	0	0
TOTAL FUND 296		719,260	0	0	0
500	WATER FUND				
	INTERGOVERNMENTAL				
33250-0000	California - EMA	0	0	130,482	0
	CHARGES FOR SERVICES				
34101-0000	Regular charges	6,192,262	6,819,082	6,584,189	6,749,485
34101-1257	Hidden Valley	13,929	15,883	13,929	14,311
34102-0000	Sales to H.C.S.D.	288,619	396,173	317,009	327,804
34104-0000	Late penalties	19,859	25,000	24,486	20,000
34105-0000	Hydrant fees	34,792	5,000	653	0
34106-0000	Meter test fees	315	0	567	0
34107-0000	Water turn-on fees	16,110	15,000	14,107	14,500
34108-0000	Re-connect fees	37,557	28,750	22,152	25,000
34109-0000	Lab test fees	5,008	4,500	4,480	4,000
34110-0000	Permit reviews	444	500	240	300
34111-0000	Convenience Fee	560	700	555	700
34171-0000	Residential service	39,465	16,800	5,027	8,000
34172-0000	Commercial service	43,750	16,840	19,267	18,000
34173-0000	Fire service	21,037	15,000	13,583	11,500
34190-0000	Misc enterprise chgs	2,200	1,000	1,600	1,000
34318-0000	Project Salaries	46,137	40,000	29,317	30,000
34901-0000	Return check chgs	995	1,546	200	750
	Subtotal	6,763,039	7,401,774	7,051,361	7,225,350
	MISCELLANEOUS:				
36110-0000	Pooled cash interest	66,348	75,000	0	0
36166-1086	Construction account 2002 Bond	368	0	0	0
36166-1142	D.S. Install Pmt 2005 C Bon	1	0	0	0
36166-1266	D. S. Install pmt 2002 Bond	1	0	0	0
36166-1270	2012 Water Bond Interest	3,345	0	206	0
36167-1086	2006 CSCDA Project Interest	1	0	0	0
36199-0000	Change in FV of inv	(32,683)	0	0	0
36815-0000	Compens-prop damage	14,227	7,300	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
36890-0000	Miscellaneous	2,840	2,300	0	0
	Subtotal	54,448	84,600	206	0
	OTHER FINANCING SOURCES:				
39153-0000	Water Capital Projects	2,202,099	0	0	0
39251-0000	Sale-City pers prop	913	300	0	0
	Subtotal	2,203,012	300	0	0
TOTAL FUND 500		9,020,499	7,486,674	7,182,049	7,225,350
510 WASTEWATER OPERATING FUND					
	INTERGOVERNMENTAL:				
33250-0000	California - EMA	0	0	143,143	0
	CHARGES FOR SERVICES:				
34101-0000	Regular charges	4,633,134	5,200,000	5,202,873	5,200,000
34104-0000	Late penalties	105	0	0	0
34110-0000	Permit reviews	120	100	128	100
34111-0000	Convenience Fee	560	720	555	700
34121-0000	WW service to HCSD	968,652	1,104,444	1,100,060	1,100,000
34123-0000	Hldng tank dumping	159,721	102,000	128,046	120,000
34124-0000	Pre-trtmt analysis	15,055	13,890	4,938	5,000
34174-0000	Sewer connection	13,380	15,000	13,693	15,000
34312-0000	Sale plans/specs	30	0	0	0
34318-0000	Project Salaries	45,988	50,000	29,317	30,000
	Subtotal	5,836,745	6,486,154	6,479,610	6,470,800
	MISCELLANEOUS:				
36110-0000	Pooled cash interest	(22,568)	(20,000)	0	0
36166-1086	Construction account	26	50	0	0
36166-1266	D. S. Install pmt	1	0	0	0
36168-0000	2011 Wastewater Bond Interest	28,952	30,000	791	5,000
36199-0000	Change in FV of inv	11,367	0	0	0
36821-0000	Insurance Proceeds	83,100	150,000	0	0
36890-0000	Miscellaneous	789	0	183	0
	Subtotal	101,667	160,050	974	5,000
	OTHER FINANCING SOURCES:				
39251-0000	Sale-City pers prop	0	0	988	0
	Subtotal	0	0	988	0
TOTAL FUND 510		5,938,412	6,646,204	6,624,715	6,475,800
512 WASTEWATER CAPITAL FUND					
	INTERGOVERNMENTAL:				
33133-1000	Prop 50 - Martin Slough	107,033	0	0	0
33133-1010	Prop 50 - Martin Slough PJ 50	1,341,753	0	0	0
33133-1209	Spec Purpose Grant - EPA	1,225,147	0	0	0
	Subtotal	2,673,933	0	0	0
	MISCELLANEOUS:				
36110-0000	Pooled Cash Interest	10,052	0	0	0
36112-0000	Interest Income - WW Reserv	8,036	0	276	0

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
36165-0000	HCSD Project Contribution	789,670	975,524	505,538	221,900
36165-1200	HCSD Martin Slough	1,897,062	6,209,196	7,705,990	4,331,619
36165-1300	HCSD P/Y projects	0	5,000,000	0	0
36199-0000	Change in FV of inv	(12,655)	0	0	0
	Subtotal	2,692,165	12,184,720	8,211,804	4,553,519
OTHER FINANCING SOURCES:					
39140-0000	Txfr from WW Operating	2,222,505	6,354,995	12,764,710	773,433
	Subtotal	2,222,505	6,354,995	12,764,710	773,433
TOTAL FUND 512		7,588,603	18,539,715	20,976,514	5,326,952
520 TRANSIT FUND					
INTERGOVERNMENTAL:					
33130-1228	FTA Section 5311	173,284	204,620	204,620	47,809
33160-0010	Capital - Murray Method	0	235,380	235,380	0
33361-1133	STAF-ETS-314	15,763	14,709	14,709	13,837
33361-1134	STAF-ETS-313	223,095	150,000	150,000	118,000
33361-1135	PTMISEA Prop 1B - 313	0	0	450,519	0
33362-1128	TDA City-Operating Subsidy	226,474	818,331	954,446	872,650
33362-1129	TDA City-Planning/admin	27,740	0	0	0
33362-1130	TDA City-DAR/DAL	295,608	0	0	0
33362-1131	TDA City-RTS Assessment	268,509	321,553	0	0
33401-0000	TDA from County-Op Subsidy	348,213	350,517	350,517	361,315
	Subtotal	1,578,686	2,095,110	2,360,191	1,413,611
520 CHARGES FOR SERVICES:					
34131-0000	ETS ticket books	256,963	250,000	250,000	260,000
34133-0000	HSU Jack Pass	12,467	13,000	13,000	9,555
34136-0000	DAR/DAL tickets counter	2,098	2,000	2,000	2,000
34137-0000	DAR/DAL Tickets thru HTA	39,530	48,000	48,000	48,000
34142-0000	Bus advertising	6,300	6,300	6,300	6,300
34143-0000	Dial-a-Ride Advertising	1,350	2,700	2,700	2,700
	Subtotal	318,708	322,000	322,000	328,555
520 MISCELLANEOUS:					
36110-0000	Pooled cash interest	(33)	0	0	0
	Subtotal	(33)	0	0	0
TOTAL FUND 520		1,897,361	2,417,110	2,682,191	1,742,166
530 HUMBOLDT BAY OPERATING FUND					
TAXES:					
31110-1000	SA ROPS Revenue	280,304	224,282	224,282	224,282
	Subtotal	280,304	224,282	224,282	224,282
CHARGES FOR SERVICES:					
34318-0000	Project Salaries	597	0	409	0
MISCELLANEOUS:					
36110-0000	Pooled cash interest	(20,718)	0	0	0
36112-1087	Small Boat Basin Res. Inter	2,886	2,800	2,800	2,800
36112-1088	Interst - Dredging & Cap Im	3,498	1,100	1,100	1,100

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
36199-0000	Change in FV of inv	7,536	0	0	0
36310-1141	Pacific Choice	71,482	80,000	80,000	80,000
36310-1143	HSU - EDA Plant	13,595	13,600	0	13,600
36310-1149	Humboldt Archers	3,169	3,169	3,169	3,169
36310-1178	Humb Bay Rowing-util	240	240	240	240
36310-1180	Humb Bay Naval Air/Sea M	1,560	1,560	1,560	1,560
36310-1199	Englund Marine	75,063	62,000	62,000	62,000
36310-1200	Englund M. utilities	4,511	4,512	4,512	4,512
36310-1201	Englund M. UST maint fee	7,229	7,000	24,647	7,000
36310-1251	Public Marina-Misc.	68,722	75,000	75,000	75,000
36310-1253	Yacht Club	5,648	6,684	6,684	6,684
36331-1107	Chevron	42,570	42,570	3,548	42,570
36331-1109	Eur Forest Products	1,000	1,000	1,000	1,000
36331-1179	Pacific Affiliates	8,215	8,215	8,425	8,215
36332-1116	Tomac LLC	3,766	0	0	0
36333-0000	Oyster beds lease	38,648	28,000	28,000	28,000
36334-0000	Marina rent-local	180,011	196,688	196,688	196,688
36335-0000	Marina rent-transient	58,282	48,700	80,000	89,783
36336-1150	FTB - Wild Planet	25,883	26,634	26,634	26,634
36336-1151	Caito	3,766	3,766	0	3,766
36336-1152	FTB - Coast Seafood	21,496	28,656	28,656	28,656
36336-1156	FTB - Coast Seafood Hoist Use	6,556	0	4,626	0
36336-1160	FTB - Ticket Booth	1,200	1,200	1,200	1,200
36336-1184	Carvalho Fisheries	6,000	6,000	6,000	6,000
36336-1185	Wild Planet	11,733	11,400	11,400	11,400
36336-1186	Humb Seafood Unload.	4,200	10,200	10,200	10,200
36336-1187	Ralph Davis -1091 Boat m	2,934	2,934	2,934	2,934
36336-1188	Hum Fishermens Marketing	5,100	5,100	5,100	5,100
36336-1189	Humb Seafood Unload. Hoist Us	6,000	0	6,000	0
36890-1251	Public Marina-Misc.	4,798	4,200	4,200	4,200
	Subtotal	676,579	682,928	686,323	724,011
TOTAL FUND 530		957,480	907,210	911,014	948,293
540 BUILDING FUND					
LICENSES, PERMITS					
32211-0000	Building permits	212,655	264,000	240,000	289,000
32212-0000	Electrical permits	27,366	33,000	30,000	37,000
32213-0000	Plumbing permits	23,655	28,000	24,000	29,000
32214-0000	Mechanical permits	15,791	20,000	24,000	20,000
32224-0000	Seismic fees	160	0	0	0
32225-0000	BSC Fees	81	0	0	0
	Subtotal	279,708	345,000	318,000	375,000
CHARGES FOR SERVICES:					
34231-0000	Plan check fees	69,228	65,000	95,000	108,000
34232-0000	Sp. inspections fees	7,458	12,000	4,000	12,000
34517-0000	CASp Recovered Revenue	8,022	12,000	10,000	12,000
34519-0000	Record Notice of Non-compliance	47	0	0	0
34520-0000	Notice of Compliance	141	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
34611-0000	Medi-Can Scheduled Inspectio	159	0	0	0
34811-0000	Housing inspections	625	2,000	0	2,000
34910-0000	Printing chgs	0	0	3,500	0
	Subtotal	85,680	91,000	112,500	134,000
FINES & FORFEITS:					
35261-0000	Code viol. restitu/Admin Fi	337,082	280,000	280,000	280,000
	Subtotal	337,082	280,000	280,000	280,000
MISCELLANEOUS:					
36110-0000	Pooled cash interest	(7,013)	0	0	20,000
36112-2000	Pooled cash interest	116,819	20,000	3,000	0
36199-0000	Change in FV of inv	3,267	0	0	0
36812-0000	Reimbursement	0	0	0	30,000
	Subtotal	113,073	20,000	3,000	50,000
OTHER FINANCING SOURCES:					
39101-0000	General Fund	84,909	97,690	97,690	0
39135-0000	Measure O	17,138	95,000	95,000	0
	Subtotal	102,047	192,690	192,690	0
TOTAL FUND 540		917,590	928,690	906,190	839,000
550	MUNICIPAL GOLF COURSE FUND				
CHARGES FOR SERVICES:					
34318-0000	Project Salaries	563	0	407	0
MISCELLANEOUS:					
36110-0000	Pooled cash interest	2,227	2,600	0	0
36199-0000	Change in FV of inv	(1,076)	0	0	0
36345-1117	Golf Course	27,139	25,000	25,000	25,000
	Subtotal	28,290	27,600	25,000	25,000
TOTAL FUND 550		28,853	27,600	25,407	25,000
610	EQUIPMENT OPERATIONS FUND				
CHARGES FOR SERVICES:					
34615-0000	OES Reimbursements	3,362	0	16,373	0
34820-0000	Equipment lease	1,708,164	1,643,439	1,643,439	1,493,345
	Subtotal	1,711,526	1,643,439	1,659,812	1,493,345
MISCELLANEOUS:					
36110-0000	Pooled cash interest	13,035	0	(2,165)	0
36199-0000	Change in FV of inv	(7,740)	0	0	0
36815-0000	Compens-prop damage	0	0	25,668	0
36825-0000	Recovered Revenue	2,325	0	98	0
36890-0000	Miscellaneous	149	0	210	0
	Subtotal	7,769	0	23,811	0
OTHER FINANCING SOURCES:					
39251-0000	Sale-City pers prop	44	0	0	0
39300-0000	Contributed Assets	30,808	0	0	0
	Subtotal	30,852	0	0	0

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
TOTAL FUND 610		1,750,147	1,643,439	1,683,623	1,493,345
625	RISK MANAGEMENT				
	<i>CHARGES FOR SERVICES:</i>				
34840-0000	Liability ins chgs	531,939	753,144	753,144	903,512
34841-0000	Wrkr's comp. charges	489,834	702,327	702,327	726,000
34842-0000	Property Insurance Chgs	69,996	72,713	72,713	74,000
34853-0000	Retiree Grp Hlth/Life	135,748	130,000	130,000	145,000
		<u>1,227,517</u>	<u>1,658,184</u>	<u>1,658,184</u>	<u>1,848,512</u>
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	(6,497)	0	408	0
36199-0000	Change in FV of inv	(194)	0	0	0
36820-0000	Refunds	46,268	0	0	0
36820-1222	R.E.M.I.F.	0	100,000	100,000	50,000
		<u>39,577</u>	<u>100,000</u>	<u>100,408</u>	<u>50,000</u>
TOTAL FUND 625		1,267,094	1,758,184	1,758,592	1,898,512
630	INFORMATION TECHNOLOGY OPERATIONS				
	<i>CHARGES FOR SERVICES:</i>				
34820-0000	Equipment lease	774,600	796,978	796,978	1,171,693
34820-0010	Communications	148,029	150,662	150,662	123,958
34910-0000	Printing Charges	2,189	0	2,244	0
	Subtotal	<u>924,818</u>	<u>947,640</u>	<u>949,884</u>	<u>1,295,651</u>
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	819	0	(401)	0
36199-0000	Change in FV of inv	(1,831)	0	0	0
36812-0000	Reimbursement	2,008	0	2,300	0
36890-0000	Miscellaneous	133	0	0	0
	Subtotal	<u>1,129</u>	<u>0</u>	<u>1,899</u>	<u>0</u>
TOTAL FUND 630		925,947	947,640	951,783	1,295,651
650	INTERNAL OPERATIONS				
	<i>CHARGES FOR SERVICES:</i>				
34140-0001	Facilities Maintenance	584,688	685,135	685,135	557,100
34140-0002	General Admin.	1,382,058	1,578,551	1,578,551	1,439,708
34140-0003	General Government	657,116	1,073,503	1,073,503	1,013,259
34205-0000	City Attorney Fees	76,185	0	45,000	60,000
	Subtotal	<u>2,700,047</u>	<u>3,337,189</u>	<u>3,382,189</u>	<u>3,070,067</u>
	<i>MISCELLANEOUS:</i>				
36110-0000	Pooled cash interest	(3,921)	0	0	0
36199-0000	Change in FV of inv	(1,732)	0	0	0
36820-0000	Refunds	289	0	0	0
36890-0000	Miscellaneous	1,440	0	0	0
	Subtotal	<u>(3,924)</u>	<u>0</u>	<u>0</u>	<u>0</u>

Revenues By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
OTHER FINANCING SOURCES:					
39135-0000	Measure O	26,740	20,000	20,000	0
TOTAL FUND 650		<u>2,722,863</u>	<u>3,357,189</u>	<u>3,402,189</u>	<u>3,070,067</u>
700 FIRE AND POLICE RETIREMENT FUND					
CHARGES FOR SERVICES:					
34830-1069	Fire	389,035	350,015	350,015	320,282
34830-1070	Police	77,164	77,164	77,164	77,164
		<u>466,199</u>	<u>427,179</u>	<u>427,179</u>	<u>397,446</u>
MISCELLANEOUS:					
36110-0000	Pooled cash interest	174	0	0	0
		<u>174</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 700		<u>466,373</u>	<u>427,179</u>	<u>427,179</u>	<u>397,446</u>
TOTAL ALL CITY FUNDS		<u>67,552,751</u>	<u>81,940,361</u>	<u>81,762,229</u>	<u>66,508,503</u>

Revenues By Fund - Successor Agency Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
295 SUCCESSOR AGENCY - HOUSING					
<i>CHARGES FOR SERVICES:</i>					
34612-0000	Grant Administration	6,952	0	0	0
	Subtotal	<u>6,952</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 295		<u>6,952</u>	<u>0</u>	<u>0</u>	<u>0</u>
350 SUCCESSOR AGENCY - DEBT SERVICE					
<i>TAXES:</i>					
31110-1000	SA ROPS Revenue	2,604,537	2,603,058	0	2,603,058
	Subtotal	<u>2,604,537</u>	<u>2,603,058</u>	<u>0</u>	<u>2,603,058</u>
<i>MISCELLANEOUS:</i>					
36110-0000	Pooled cash interest	22,379	0	0	0
36112-0000	Other interest	0	0	0	0
36112-1153	ERA Special Fund - LAIF	1	0	0	0
36166-0000	Series A 2010 bond interest	615	0	0	0
36167-0000	Series B 2010 bond interest	744	0	0	0
36199-0000	Change in FV of inv	(17,643)	0	0	0
	Subtotal	<u>6,096</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>OTHER FINANCING SOURCES:</i>					
39151-0000	EPFA Bond Series A Txfr	5,687	0	0	0
	Subtotal	<u>5,687</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 350		<u>2,616,320</u>	<u>2,603,058</u>	<u>0</u>	<u>2,603,058</u>
450 SUCCESSOR AGENCY - CAPITAL PROJECTS					
<i>MISCELLANEOUS:</i>					
36110-0000	Pooled Cash Interest	1,662	0	0	0
36123-0000	Facade Loan interest	684	0	0	0
36167-0000	Series B 2010 bond interest	659	0	0	0
36613-0000	Facade loan principal	3,100	0	0	0
	Subtotal	<u>6,105</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 450		<u>6,105</u>	<u>0</u>	<u>0</u>	<u>0</u>
695 SUCCESSOR AGENCY - ECONOMIC DEVELOPMENT ADMINISTRATION					
<i>TAXES:</i>					
31110-1000	SA ROPS Revenue	585,046	250,000	250,000	250,000
	Subtotal	<u>585,046</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
<i>CHARGES FOR SERVICES:</i>					
34612-0000	Grant administration	4,728	0	0	0
	Subtotal	<u>4,728</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>MISCELLANEOUS:</i>					
36110-0000	Pooled cash interest	(259)	0	0	0
36390-1002	Schneider Construction	3,900	0	0	0
	Subtotal	<u>3,641</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL FUND 695		<u>593,415</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
TOTAL ALL ERA FUNDS		<u>3,222,792</u>	<u>2,853,058</u>	<u>250,000</u>	<u>2,853,058</u>

Revenues By Fund - EPFA Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
320 EPFA DEBT SERVICE FUND					
<i>OTHER FINANCING SOURCES</i>					
39150-0000	ERA Debt Svc Funds	0	2,419,749	0	0
	Subtotal	0	2,419,749	0	0
TOTAL FUND 320		0	2,419,749	0	0
TOTAL ALL EPFA FUNDS		0	2,419,749	0	0
GRAND TOTAL ALL FUNDS		70,775,543	87,213,168	82,012,229	69,361,561

Section F
Expenditures By Fund

Expenditures By Fund - City Funds



Acct. No.	Description	2012-13	2013-14	2013-14	2014-15
		Actual	Amended Budget	Estimated Actual	Budget
110	GENERAL FUND				
	<i>GENERAL GOVERNMENT:</i>				
41410	Human Resources	135			
41500	Non-departmental	1,262,872	1,438,798	1,381,948	1,133,430
	Subtotal	<u>1,263,007</u>	<u>1,438,798</u>	<u>1,381,948</u>	<u>1,133,430</u>
	<i>PUBLIC SAFETY:</i>				
42100	Police	8,471,957	9,669,866	9,113,890	9,112,062
42125	Police-Communication	1,123,046	1,462,534	1,216,089	1,591,906
42126	Police-Parking Enfrc	10			
42127	Police - POP	891,703	1,320,848	882,694	1,073,290
42201	Fire-Administration	553,159	644,123	639,960	665,620
42202	Fire-Prevention	438,477	488,885	514,704	379,590
42203	Fire-Suppression	6,020,776	5,865,067	6,318,714	6,018,711
42204	Marine 1				1,000
42205	Fire - Volunteer	24,197	59,215	56,215	1,706
42230	Emergency Oper Cnt	120	9,657	8,536	13,719
	Subtotal	<u>17,523,445</u>	<u>19,520,195</u>	<u>18,750,802</u>	<u>18,857,604</u>
	<i>PARKS & RECREATION:</i>				
45110	Rec-Administration				902
45131	Rec-Administration	168,258	198,339	198,218	194,292
45132	Rec-Youth Programs	468,804	565,258	547,528	602,477
45133	Rec-Adult Programs	139,903	159,966	159,466	145,087
45135	Rec-Adorni Center	237,979	288,236	264,674	268,709
45140	Sequoia Park Zoo	770,670	869,802	862,119	921,488
45150	Parks	864,076	1,144,965	957,049	1,124,123
	Subtotal	<u>2,649,690</u>	<u>3,226,566</u>	<u>2,989,054</u>	<u>3,257,078</u>
110					
	<i>PUBLIC WORKS:</i>				
44128	Admin	527,802			84,285
44130	Stormwater	191,569	242,386	205,152	140,615
44200	Streets/Alley M	471,725	560,164	558,855	555,915
44120	Engineering-Administration				86,584
44122	Engineering-Construction	231,866		289,822	165,369
44124	Engineering-Development	144,142		91,816	87,040
44125	Traffic/Signals	108,155	136,755	140,249	143,416

Expenditures By Fund - City Funds



Acct. No.	Description	2012-13	2013-14	2013-14	2014-15
		Actual	Amended Budget	Estimated Actual	Budget
44126	GIS Program	42,264	55,632	58,076	60,910
44510	Property management	101,702	126,072	122,560	122,662
	Subtotal	1,819,225	1,121,009	1,466,530	1,446,796
	<i>COMMUNITY DEVELOPMENT:</i>				
46101	CD-Administration	184,372	197,980	221,016	195,180
46102	CD-Curr Plan/Permit	165,109	224,365	203,803	219,464
46103	CD-Long Range Plan	67,206	67,195	78,974	54,323
46104	CD-Enforcement	36,366	51,407	42,680	50,029
46105	CD-Environmental	131,520	146,266	146,453	149,793
	Subtotal	584,573	687,213	692,926	668,789
46510	<i>ECONOMIC DEVELOPMENT</i>	95,644	338,754	183,247	34,622
	<i>PROJECTS</i>	666,435	462,818	398,625	600,000
	<i>DEBT SERVICE</i>	237,512	151,565	151,565	151,565
	<i>OTHER FINANCING USES</i>	87,576	101,690	101,690	
	TOTAL FUND 110	24,927,107	27,048,608	26,116,387	26,149,884
120	MEASURE "O"				
	<i>PUBLIC SAFETY:</i>				
42100	Police	119,822	77,164	79,164	77,164
42201	Fire-Administration	1,376			
42203	Fire-Suppression	11,505	350,015	350,015	320,282
	Subtotal	132,703	427,179	429,179	397,446
	<i>PUBLIC WORKS:</i>				
44200	Streets/Alley M	6,325	12,650	24,000	
	Subtotal	6,325	12,650	24,000	
	<i>DEBT SERVICE</i>		85,948	215,490	129,542
	<i>OTHER FINANCING USES</i>	3,856,489	3,562,873	3,407,331	3,605,523

Expenditures By Fund - City Funds



Acct. No.	Description	2012-13	2013-14	2013-14	2014-15
		Actual	Amended Budget	Estimated Actual	Budget
TOTAL FUND 120		<u>3,995,517</u>	<u>4,088,650</u>	<u>4,076,000</u>	<u>4,132,511</u>
205	HUD/CDBG ADMINISTRATION-PRIOR YEARS				
	<i>REDEVELOPMENT:</i>				
46510	Administration-E.D.	32,996	58,000	28,041	87,800
TOTAL FUND 205		<u>32,996</u>	<u>58,000</u>	<u>28,041</u>	<u>87,800</u>
224	SB 1435 STATE HIGHWAY ACCOUNT FUND				
	<i>PUBLIC WORKS:</i>				
44125	Traffic/Signals		103,708	129,444	58,086
44200	Streets/Alley M	<u>15,782</u>			
	Subtotal	<u>15,782</u>	<u>103,708</u>	<u>129,444</u>	<u>58,086</u>
	<i>PROJECTS</i>				
		16,606	134,100	256,474	215,000
TOTAL FUND 224		<u>32,388</u>	<u>237,808</u>	<u>385,918</u>	<u>273,086</u>
225	SB 45 STATE HIGHWAY FUNDS				
	<i>PROJECTS</i>				
		21,426	332,000	156,106	175,894
TOTAL FUND 225		<u>21,426</u>	<u>332,000</u>	<u>156,106</u>	<u>175,894</u>
226	CALTRANS NON-FREEWAY				
	<i>PROJECTS</i>				
		38,143	345,000	382,315	837,303
TOTAL FUND 226		<u>38,143</u>	<u>345,000</u>	<u>382,315</u>	<u>837,303</u>
227	TRANSPORTATION CONGESTION IMPROVEMENT FUND				
	<i>PUBLIC WORKS</i>				
44125	Traffic/Signals	6,086			
	<i>PROJECTS</i>				
		264,895	1,221,919	688,772	539,641

Expenditures By Fund - City Funds



Acct. No.	Description	2012-13	2013-14	2013-14	2014-15
		Actual	Amended Budget	Estimated Actual	Budget
TOTAL FUND 227		<u>270,981</u>	<u>1,221,919</u>	<u>688,772</u>	<u>539,641</u>
229	GAS TAX FUNDS - 2105, 2106 and 2107				
	<i>PUBLIC WORKS</i>				
44125	Traffic/Signals	111,846			150,765
44130	Stormwater	54,288	73,465	73,697	78,827
44200	Streets/Alley M	475,145	526,130	527,556	517,049
	Subtotal	<u>641,279</u>	<u>599,595</u>	<u>601,253</u>	<u>746,641</u>
	<i>PROJECTS</i>	70,675	1,061,943	455,420	164,638
	TOTAL FUND 229	<u>711,954</u>	<u>1,661,538</u>	<u>1,056,673</u>	<u>911,279</u>
230	HABITAT ACQUISITION AND RESTORATION FUND				
	<i>PROJECTS</i>	15,226	263,880		263,310
	TOTAL FUND 230	<u>15,226</u>	<u>263,880</u>		<u>263,310</u>
232	ENVIRONMENTAL PROGRAMS FUND				
	<i>PUBLIC WORKS</i>				
44505	Environmental Programs	73,616	84,832	72,026	73,882
	TOTAL FUND 232	<u>73,616</u>	<u>84,832</u>	<u>72,026</u>	<u>73,882</u>
233	SPECIAL POLICE REVENUE FUND - DRUG ASSET FORFEITURES				
	<i>PUBLIC SAFETY:</i>				
42100	Police	31,812	582,732	13,013	514,000
	TOTAL FUND 233	<u>31,812</u>	<u>582,732</u>	<u>13,013</u>	<u>514,000</u>

Expenditures By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
234	SPECIAL POLICE REVENUE FUND - GRANTS				
	<i>PUBLIC SAFETY:</i>				
42100	Police	213,874	139,408	149,603	11,520
	<i>PROJECTS</i>	1,326,864			
	TOTAL FUND 234	<u>1,540,738</u>	<u>139,408</u>	<u>149,603</u>	<u>11,520</u>
235	SPECIAL POLICE REVENUE FUND - SLES (COPS)				
	<i>PUBLIC SAFETY:</i>				
42100	Police	28,746			
	TOTAL FUND 235	<u>28,746</u>			
236	SPECIAL POLICE REVENUE FUND - SLES (COPS)				
	<i>PUBLIC SAFETY:</i>				
42100	Police	263,049			234,000
	TOTAL FUND 236	<u>263,049</u>			<u>234,000</u>
237	SPECIAL POLICE REVENUE FUND - TRAFFIC OFFENDER				
	<i>PUBLIC SAFETY:</i>				
42100	Police	52,035	190,357	221,721	124,725
	TOTAL FUND 237	<u>52,035</u>	<u>190,357</u>	<u>221,721</u>	<u>124,725</u>
238	ABANDONED VEHICLE ABATEMENT FUND				
	<i>PUBLIC SAFETY:</i>				
42100	Police	164,191	123,386	182,592	121,557
	TOTAL FUND 238	<u>164,191</u>	<u>123,386</u>	<u>182,592</u>	<u>121,557</u>

Expenditures By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
239	PARKING				
	<i>PUBLIC SAFETY:</i>				
42126	Police	90,159	94,506	95,366	91,953
239	<i>PUBLIC WORKS:</i>				
44125	Traffic/Signals	805		10,962	3,000
44200	Streets/Alley M	35,148	32,438	36,112	35,481
44122	Engineering - Construction	6,336	8,134	13,344	13,008
	<i>PROJECTS</i>	14,864	15,000	14,823	15,000
	<i>DEBT SERVICE</i>	24,987	24,987	24,936	
	TOTAL FUND 239	<u>172,299</u>	<u>175,065</u>	<u>195,543</u>	<u>158,442</u>
241	CAPITAL IMPROVEMENTS FUND				
	<i>PROJECTS</i>	573,208	54,212		
	TOTAL FUND 241	<u>573,208</u>	<u>54,212</u>		
242	DEMOLITION PROJECTS FUND				
	<i>PROJECTS</i>	262,544	325,000	175,000	50,000
	TOTAL FUND 242	<u>262,544</u>	<u>325,000</u>	<u>175,000</u>	<u>50,000</u>
260	AIRPORT FUND				
	<i>PUBLIC WORKS:</i>				
44520	C.S.-Airport	109,346	83,446	80,024	63,006
	TOTAL FUND 260	<u>109,346</u>	<u>83,446</u>	<u>80,024</u>	<u>63,006</u>

Expenditures By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
265	HAZARDOUS MATERIALS RESPONSE FUND				
	<i>PUBLIC SAFETY:</i>				
42225	Haz/Mat Resp. Team	39,179	78,068	44,337	57,945
	TOTAL FUND 265	<u>39,179</u>	<u>78,068</u>	<u>44,337</u>	<u>57,945</u>
266	CPR TRAINING CENTER				
	<i>PUBLIC SAFETY:</i>				
42200	CPR Training Center	13,564	16,785	16,785	11,512
	TOTAL FUND 266	<u>13,564</u>	<u>16,785</u>	<u>16,785</u>	<u>11,512</u>
273	HOME PROGRAM FUND				
	<i>COMMUNITY DEVELOPMENT:</i>				
46310	Housing	23,282	1,100,000	80,000	80,000
	TOTAL FUND 273	<u>23,282</u>	<u>1,100,000</u>	<u>80,000</u>	<u>80,000</u>
276	HOME PROGRAM FUND				
	<i>COMMUNITY DEVELOPMENT:</i>				
46310	Housing	2,874	606,500	5,000	873,750
	TOTAL FUND 276	<u>2,874</u>	<u>606,500</u>	<u>5,000</u>	<u>873,750</u>
277	HOUSING RLF CDBG PROGRAM INCOME				
	<i>COMMUNITY DEVELOPMENT:</i>				
46310	Housing	52,840	198,080		367,350
	<i>OTHER FINANCING USES</i>	6,327			
	TOTAL FUND 277	<u>59,167</u>	<u>198,080</u>	<u></u>	<u>367,350</u>

Expenditures By Fund - City Funds



Acct. No.	Description	2012-13	2013-14	2013-14	2014-15
		Actual	Amended Budget	Estimated Actual	Budget
278	CALHOME OOR GRANT - HOUSING FUND				
	<i>COMMUNITY DEVELOPMENT:</i>				
46310	Housing	3,500	81,612	7,200	72,840
	TOTAL FUND 278	<u>3,500</u>	<u>81,612</u>	<u>7,200</u>	<u>72,840</u>
283	ECONOMIC DEVELOPMENT FUND				
	<i>REDEVELOPMENT:</i>				
46510	Administration-E.D.	208,304	510,211		383,000
	TOTAL FUND 283	<u>208,304</u>	<u>510,211</u>		<u>383,000</u>
285	RENTAL REHABILITATION FUND				
	<i>COMMUNITY DEVELOPMENT:</i>				
46310	Housing		100,000		100,000
	TOTAL FUND 285		<u>100,000</u>		<u>100,000</u>
291	HOUSING FUND				
	<i>COMMUNITY DEVELOPMENT:</i>				
46310	Housing	6,853	58,850		34,950
	TOTAL FUND 291	<u>6,853</u>	<u>58,850</u>		<u>34,950</u>
296	HOUSING FUND				
	<i>COMMUNITY DEVELOPMENT:</i>				
46310	Housing	526,869	108,432	110,365	240,861
	<i>OTHER FINANCING USES</i>				
	TOTAL FUND 291	<u>526,869</u>	<u>108,432</u>	<u>110,365</u>	<u>240,861</u>

Expenditures By Fund - City Funds



Acct. No.	Description	2012-13	2013-14	2013-14	2014-15
		Actual	Amended Budget	Estimated Actual	Budget
500	WATER FUND				
	<i>GENERAL GOVERNMENT:</i>				
41430	Finance	227,567	331,841	231,196	287,960
	<i>PUBLIC WORKS:</i>				
44370	Water Distrib Maint	2,010,638	1,574,862	1,522,869	1,309,969
44420	Water Treatment	2,486,680	3,168,504	3,133,462	3,151,447
44120	Engineering - Administration		164,496	47,761	95,288
44122	Engineering - Construction	343,758	466,658	405,821	324,266
44124	Engineering - Development	96,947	137,242	133,580	95,209
44126	Engineering - Development	36,235	38,428	39,159	41,076
44128	Engineering - GIS		256,255	256,375	207,423
	Subtotal	4,974,258	5,806,445	5,539,027	5,224,678
	<i>PROJECTS</i>	87,985	6,927,178	3,485,108	415,424
	<i>DEBT SERVICE</i>	997,488	1,772,315	1,771,848	1,766,527
	<i>OTHER FINANCING USES</i>			35,000	60,000
	TOTAL FUND 500	6,287,298	14,837,779	11,062,179	7,754,589
501	WATER CAPITAL PROJECTS FUND				
	<i>OTHER FINANCING USES</i>	2,202,099			
	TOTAL FUND 501	2,202,099			
510	WASTEWATER OPERATING FUND				
	<i>GENERAL GOVERNMENT:</i>				
41430	Finance	234,770	349,689	240,258	282,681
	<i>PUBLIC WORKS:</i>				
44380	Sewer Collect Maint	1,736,350	1,654,571	1,585,602	1,592,537
44430	Wastewater Treatment	2,840,425	3,634,101	3,603,705	3,504,783
44120	Engineering-Administration		164,480	48,743	201,180
44122	Engineering-Construction	338,653	467,013	405,999	323,922

Expenditures By Fund - City Funds



Acct. No.	Description	2012-13	2013-14	2013-14	2014-15
		Actual	Amended Budget	Estimated Actual	Budget
44124	Engineering-Development	98,610	137,191	132,993	94,160
44126	Engineering-Development	36,234	38,428	39,158	41,076
44128	GIS Program		252,580	252,632	207,354
	Subtotal	<u>5,050,272</u>	<u>6,348,364</u>	<u>6,068,832</u>	<u>5,965,012</u>
	<i>PROJECTS</i>	136,090	50,000	50,000	400,000
	<i>DEBT SERVICE</i>	907,031	1,296,277	1,296,277	1,298,620
	<i>OTHER FINANCING USES</i>	<u>2,222,505</u>	<u>6,354,995</u>	<u>12,799,710</u>	<u>833,433</u>
	TOTAL FUND 510	<u>8,550,668</u>	<u>14,399,325</u>	<u>20,455,077</u>	<u>8,779,746</u>
512	WASTEWATER CAPITAL PROJECT FUND				
	<i>PUBLIC WORKS:</i>				
44430	Wastewater Treatment	484,226			
	<i>PROJECTS</i>	107,030	14,268,002	14,305,046	8,379,814
	<i>RESERVES</i>		400,000		
	TOTAL FUND 512	<u>591,256</u>	<u>14,668,002</u>	<u>14,305,046</u>	<u>8,379,814</u>
520	TRANSIT FUND				
	<i>TRANSIT:</i>				
41470	Transit-gen public	1,711,408	1,932,697	2,151,226	1,294,650
41471	Paratransit	452,917	444,077	450,590	451,528
	Subtotal	<u>2,164,325</u>	<u>2,376,774</u>	<u>2,601,816</u>	<u>1,746,178</u>
	TOTAL FUND 520	<u>2,164,325</u>	<u>2,376,774</u>	<u>2,601,816</u>	<u>1,746,178</u>

Expenditures By Fund - City Funds



Acct. No.	Description	2012-13	2013-14	2013-14	2014-15
		Actual	Amended Budget	Estimated Actual	Budget
530	HUMBOLDT BAY OPERATING FUND				
	<i>PUBLIC WORKS</i>				
44440	Harbor-Maintenance	868,548	559,761	619,881	574,381
44441	Harbor-Public Marina	102,183	122,190	119,536	116,476
44124	Engineering - Development	6,155	6,960	6,869	6,800
44510	Engineering - Property Man	5,697	6,302	5,605	6,140
	Subtotal	<u>982,583</u>	<u>695,213</u>	<u>751,891</u>	<u>703,797</u>
	<i>RESERVES</i>		50,000	50,000	
	<i>DEBT SERVICE</i>	102,252	284,745	284,745	282,826
	TOTAL FUND 530	<u>1,084,835</u>	<u>1,029,958</u>	<u>1,086,636</u>	<u>986,623</u>
540	BUILDING FUND				
	<i>COMMUNITY DEVELOPMENT</i>				
46200	Building	810,443	987,629	990,053	949,756
	<i>PROJECTS</i>	5,152		3,453	
	TOTAL FUND 540	<u>815,595</u>	<u>987,629</u>	<u>993,506</u>	<u>949,756</u>
550	MUNICIPAL GOLF COURSE FUND				
	<i>PUBLIC WORKS:</i>				
44510	Property management	12,768	9,139	9,065	8,776
	<i>PROJECTS</i>	17,034	98,057	15,000	119,592
	TOTAL FUND 550	<u>29,802</u>	<u>107,196</u>	<u>24,065</u>	<u>128,368</u>
610	EQUIPMENT OPERATIONS FUND				
	<i>PUBLIC WORKS:</i>				
44360	Equipment Operations	1,829,635	2,142,708	2,088,989	2,030,764
	TOTAL FUND 610	<u>1,829,635</u>	<u>2,142,708</u>	<u>2,088,989</u>	<u>2,030,764</u>

Expenditures By Fund - City Funds



Acct. No.	Description	2012-13	2013-14	2013-14	2014-15
		Actual	Amended Budget	Estimated Actual	Budget
625	RISK MANAGEMENT FUND				
	<i>GENERAL GOVERNMENT:</i>				
41412	Liability	842,730	829,510	890,000	975,000
41413	Workers' Comp	882,853	778,988	778,988	780,163
41415	Employee Benefits	132,153	130,000	130,000	147,448
	Subtotal	<u>1,857,736</u>	<u>1,738,498</u>	<u>1,798,988</u>	<u>1,902,611</u>
625	TOTAL FUND 625	<u>1,857,736</u>	<u>1,738,498</u>	<u>1,798,988</u>	<u>1,902,611</u>
630	INFORMATION TECHNOLOGY OPERATIONS				
	<i>GENERAL GOVERNMENT:</i>				
41435	Finance	984,960	998,158	1,101,232	1,062,224
	<i>DEBT SERVICE</i>			60,396	60,402
	TOTAL FUND 630	<u>984,960</u>	<u>998,158</u>	<u>1,161,628</u>	<u>1,122,626</u>
650	INTERNAL OPERATIONS				
	<i>GENERAL GOVERNMENT:</i>				
41100	City Council	157,612	121,214	116,152	127,187
41300	Mayor	27,658	30,331	29,714	30,811
41400	City Manager	529,302	347,677	199,492	294,407
41410	Human Resources	420,466	500,395	503,294	493,247
41420	City Clerk	219,053	250,168	278,901	320,546
41430	Finance	642,280	675,064	715,424	641,676
41450	City Att-Legal Svcs	381,321	517,478	435,604	464,570
41500	Non-departmental	286,675	273,759	294,229	68,080
	Subtotal	<u>2,664,367</u>	<u>2,716,086</u>	<u>2,572,810</u>	<u>2,440,524</u>
	<i>PUBLIC WORKS:</i>				
44500	Facilities Opr	705,228	770,306	651,318	700,775
	<i>PROJECTS</i>			74,370	113,000
	TOTAL FUND 650	<u>3,369,595</u>	<u>3,486,392</u>	<u>3,298,498</u>	<u>3,254,299</u>

Expenditures By Fund - City Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
700	FIRE AND POLICE RETIREMENT FUND				
	<i>GENERAL GOVERNMENT:</i>				
41415	Pension Trust	441,120	439,364	439,364	405,533
	TOTAL FUND 700	<u>441,120</u>	<u>439,364</u>	<u>439,364</u>	<u>405,533</u>
TOTAL ALL CITY FUNDS		<u>64,409,838</u>	<u>97,086,162</u>	<u>93,559,213</u>	<u>74,384,955</u>

Expenditures By Fund - Successor & Redevelopment Agency Funds



Acct. No.	Description	2012-13 Actual	2013-14 Amended Budget	2013-14 Estimated Actual	2014-15 Budget
290	LOW AND MODERATE INCOME HOUSING FUND				
	<i>REDEVELOPMENT:</i>				
46320	L&M Income Housing	(250)			
	TOTAL FUND 290	<u>(250)</u>			
295	SUCCESSOR AGENCY - HOUSING				
	<i>OTHER FINANCING USES</i>	691,251			
	TOTAL FUND 295	<u>691,251</u>			
695	SUCCESSOR AGENCY - ECONOMIC DEVELOPMENT ADMINISTRATION				
	<i>REDEVELOPMENT:</i>				
46410	Redevel. Admin.	423,692	278,675	250,000	250,000
	TOTAL FUND 695	<u>423,692</u>	<u>278,675</u>	<u>250,000</u>	<u>250,000</u>
350	SUCCESSOR AGENCY - DEBT SERVICE				
	<i>REDEVELOPMENT:</i>				
46410	Redevel. Admin.	1,653,491	5,184	84	84
	<i>DEBT SERVICE</i>	1,395,646	155,568		2,579,604
	<i>OTHER FINANCING USES</i>		2,419,749		
	TOTAL FUND 350	<u>3,049,137</u>	<u>2,580,501</u>	<u>84</u>	<u>2,579,688</u>
450	SUCCESSOR AGENCY - CAPITAL PROJECTS				
	<i>REDEVELOPMENT:</i>				
46430	Redevel. agreements	96			4
46490	Other redevelopment				
	Subtotal	<u>96</u>			<u>4</u>
	<i>PROJECTS</i>	362,859	84,155	47,401	103,394
	TOTAL FUND 450	<u>362,955</u>	<u>84,155</u>	<u>47,401</u>	<u>103,398</u>
TOTAL ALL ERA FUNDS		<u>4,526,785</u>	<u>2,943,331</u>	<u>297,485</u>	<u>2,933,086</u>

*Expenditures By Fund -
Eureka Public Finance Authority Funds*



<u>Acct. No.</u>	<u>Description</u>	<u>2012-13 Actual</u>	<u>2013-14 Amended Budget</u>	<u>2013-14 Estimated Actual</u>	<u>2014-15 Budget</u>
320	2003 EPFA REFUNDING BONDS DEBT SERVICE FUND				
	<i>DEBT SERVICE</i>		2,419,749		
	<i>OTHER FINANCING USES</i>	5,687			
	TOTAL FUND 320	<u>5,687</u>	<u>2,419,749</u>		
	GRAND TOTAL ALL FUNDS	<u><u>68,942,310</u></u>	<u><u>102,449,242</u></u>	<u><u>93,856,698</u></u>	<u><u>77,318,041</u></u>

Section G
Budget Reference

Budget Reference Materials



OVERVIEW

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

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

Frequently Asked Questions



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

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

Why is it necessary to have reserves?

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

What are the major General Fund revenues?

The largest source of revenue for the City's General Fund is sales tax, including sales tax in-lieu of property taxes representing 54% of total General Fund revenues. Representing less than 10% each are the Transient Occupancy Tax at 7% and property taxes at 7%.

What is the General Fund's largest expense?

\$11,854,422 or 39% of General Fund operating expenditures is spent on police services; this represents the largest operating budget of the City. Next is the fire services operating budget \$7,400,628 or 24% of General Fund operating expenditures.

Budget Process



The budget process was designed to provide a strategic planning focus for the development of the City's Annual Budget.

Phase I: Goal Setting and Long Term Financial Planning

The City Council finalized a strategic plan in May 2013. This plan provides a policy agenda for 2013-14 for the City Council and a management agenda for city staff. Both agendas are reflected throughout the budget document. The agendas identified in the strategic plan are short term objectives instrumental in achieving City Council goals for 2018 and a City Council vision of Eureka in 2028 which recognizes Eureka as a beautiful, historic, and dynamic seaport city. The strategic plan also identifies a mission statement for the Eureka City Government which is to be financially responsible and to provide effective municipal services in a personal responsive manner and in partnership with community.

Phase II: Capital Improvement Planning

Annually a Five-Year Capital Improvement Plan (CIP) is prepared. Departments prepare prioritized project requests during the annual budget process. The requests are based on a variety of individual program plans, including the Sanitary Sewer Master Plan, Facilities Plans, the Zoo Master Plan, etc. Recommended citywide funding priorities are determined and the City Manager and Department Heads approved priority lists for Capital Improvement Program for consideration in the Annual Budget.

Phase III: Department Operating Budget Requests

City departments prepare requests for operating budgets to maintain current services and for service enhancements. Requests are based on a variety of program plans, as mentioned above, and individual departmental strategic plans. Department budgets are prepared consistent with the budget development policies and procedures. These procedures tighten base budgets while focusing on priority changes needed.

Phase IV: Proposed Budget to City Council

Annually, in June, the Proposed Budget is presented to the City Council. Included in this budget are recommendations for: the base budget, service enhancements to meet increased demand, and priority capital projects. These recommendations are described in the Budget Message at the front of this document.

Phase V: City Council Reviews Proposed Budget

The recommendations are discussed by the City Council in budget workshops set forth by the Council. The City Council determines when public hearings will be held and public notices will be sent out at that time. The Finance Advisory Committee, appointed by the City Council reviews the proposed budget revenues and appropriations.

Phase VI: Final Adoption

Prior to June 30, the City Council approves the Proposed Budget as adopted following a public hearing process. If this does not occur prior to June 30, the city charter provides for the previous year's operating budget appropriations to carry over until the new budget can be approved.

FY2014-15 Budget Preparation Calendar



Date	Task	Staff
January 7, 2014	Finance notifies departments Budget Process beginning, starting with Mid-Year Review	Finance
February 28, 2014	All departments submit complete Mid-year budget packets, including 2013-14 estimated actuals to Finance.	Departments, Finance
March 10, 2014	Kickoff meeting: discuss process	Finance, Departments, Manager
March 18, 2014	Presentation of 2013-14 Mid-year Budget Report.	Finance, City Manager
March 28, 2014	All Departments submit complete packets of 2014-15 operating budget requests, all other accompanying materials including service alternatives	Departments
March 28, 2014	Submit project forms to Finance	Engineering, PW
March 28, 2014	Departments turn in Fee Schedule changes	Departments
April 14, 2014	Finance, Personnel & City Manager review personnel service alternatives	CM, Finance, Personnel
April 15-18	Departments, Finance & City Manager review operating budgets and service alternatives.	Departments, CM, Finance, Personnel
April 21-25	Departments and accountants meet to review certain revenue projections	Finance, Departments
April 26, 2014	Departments turn in budget document narrative, goals & objectives, etc.	Finance, Departments
June 3, 2014	Present the 2014-15 Fiscal Year Budget to Council	CM, Finance, Departments, City Council
June 9, 2014	Special Finance Advisory Committee Meeting to introduce budget	Finance Advisory Committee, Staff
June 10, 2014	Special Council meeting for Budget Workshop (1 of 2)	CM, Finance, Departments, City Council
June 12, 2014	Special Council meeting for Budget Workshop (2 of 2)	CM, Finance, Departments, City Council
June 17, 2014	Council adopts operating and capital budget	CM, City Council

Budget Policies & Practices



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

GENERAL

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

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

CITIZEN INVOLVEMENT

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

BUDGET SYSTEM

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

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

OPERATING BUDGETS

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

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

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

CAPITAL IMPROVEMENTS

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

The City will undertake to maintain all of its assets at a level adequate to protect the City's capital infrastructure and to minimize future maintenance and replacement costs. The City will use a five-year Capital Improvement Plan (CIP) to systematically plan, schedule, and finance capital projects as determined by the City Council. The CIP will include major ongoing maintenance and rehabilitation costs to existing infrastructure and facilities, as well as the cost of new facilities or capital improvements.

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

Budget Policies & Practices



WORKING CAPITAL (RESERVES)

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

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

STABILIZATION FUNDS (RESERVES)

General Fund

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

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

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

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

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

The 2013-14 budget does not include the \$250,000 increase to working capital or the \$50,000 for the contingency reserve.

Enterprise Funds

Appropriate levels of contingency funds will be determined and maintained in the City's enterprise funds. As with the General Fund, an amount approximating 60 days of operating expenditures should be maintained in the City's Water, Wastewater, Transit and Harbor funds. Equity balances will also include amounts to be used for future capital projects.

Budget Policies & Practices



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

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

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

EPA Wastewater Treatment Plant Grant: The City is annually required to deposit \$250,000 into a Reserve for Treatment Plant Replacement, to be capped at \$3,700,000, and \$150,000 into a Reserve for Collection Facilities Replacement, to be capped at \$2,000,000.

Internal Service Funds

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

Risk Management Fund \$1,000,000

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

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

REVENUES AND FEES:

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

The City currently follows this policy

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

Budget Policies & Practices



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

- Water Utility
- Wastewater Utility
- Building
- Humboldt Bay

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

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

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

The following fee cost recovery policies apply:

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

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

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

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

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



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

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

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

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

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

DEBT ISSUANCE AND MANAGEMENT:

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

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

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

Debt financing will not be considered appropriate for:

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



USE OF ONE-TIME REVENUES

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

EVALUATE THE USE OF UNPREDICTABLE REVENUES

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

BALANCING THE OPERATING BUDGET

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

REVENUE DIVERSIFICATION

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

CONTINGENCY PLANNING

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

OVERHEAD COST ALLOCATION

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



RETIREMENT

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

FUNDING FOR OUTSIDE ORGANIZATIONS

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

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

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

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

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

BUDGETS AND BUDGETARY BASIS

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

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

Budget Policies & Practices



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

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

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

MID-YEAR BUDGET ADJUSTMENTS/AMENDMENTS

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

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

Appropriations Limit FY 2014/15



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

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

FISCAL YEAR 2014-15 CITY OF EUREKA APPROPRIATIONS LIMIT CALCULATIONS

A. LAST YEAR'S LIMIT		\$115,283,014
B. ADJUSTMENT FACTORS		
1. Population % (County population growth)		(0.03)
2. Inflation % (Change California Per Capita Personal Income)		(0.23)
Population Converted to a Ratio:	$\frac{(0.03)+100}{100} =$	0.9997
Per Capita Cost of Living Converted to a Ratio:	$\frac{(0.23)+100}{100} =$	0.9977
Calculation of Factor for Fiscal Year 2014-2015	$0.9997 \times 0.9977 =$	0.9974
C. THIS YEAR'S LIMIT:		\$114,983,278

APPROPRIATIONS SUBJECT TO LIMIT AND AMOUNT UNDER LEGAL LIMIT

A. PROCEEDS OF TAXES	\$ 23,033,629
B. EXCLUSIONS	0
C. APPROPRIATIONS SUBJECT TO LIMITATION	\$ 23,033,629
D. CURRENT YEAR LIMIT	\$114,983,278
E. UNDER LIMIT	\$ 91,949,649

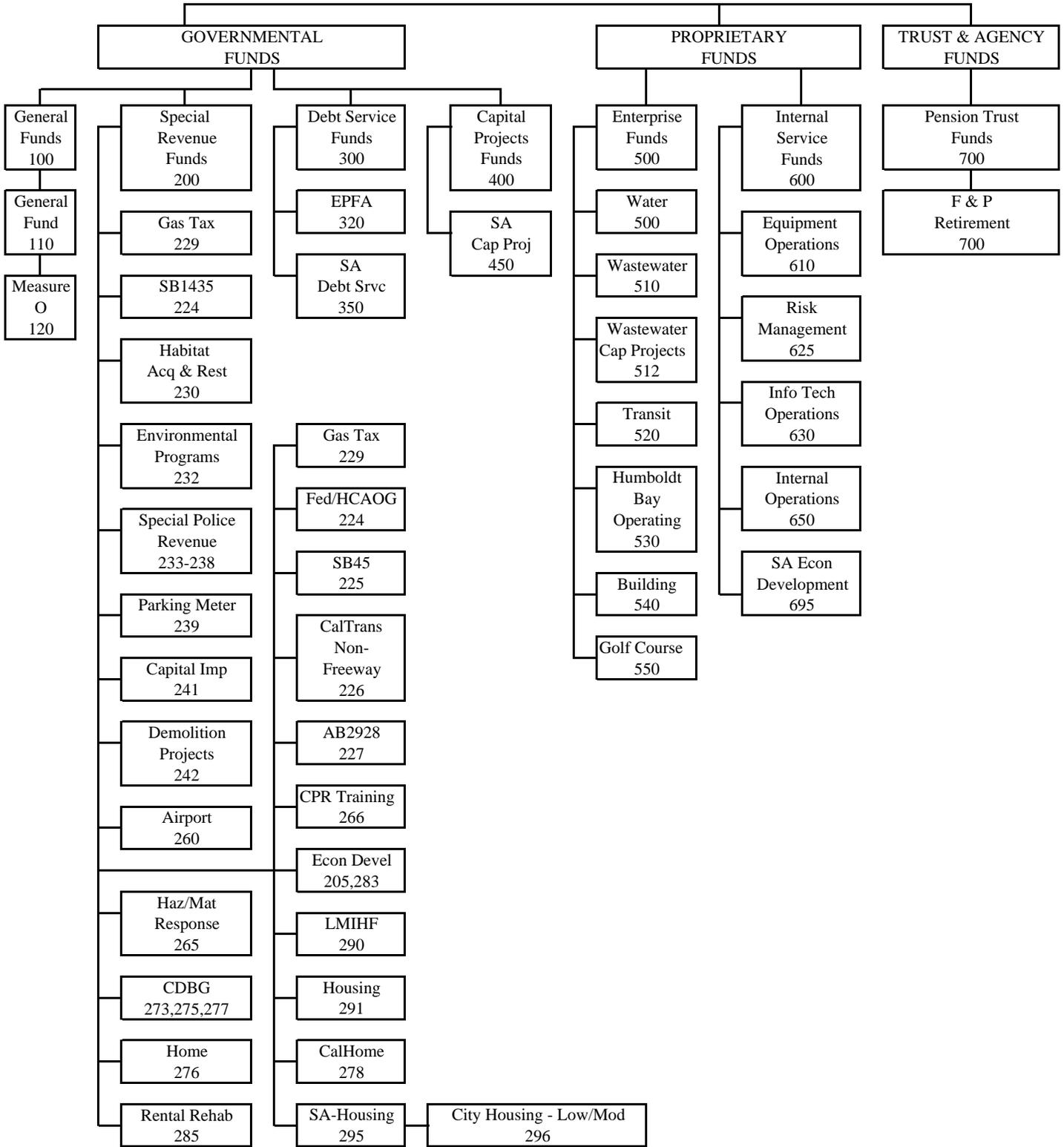
Appropriations Limit FY 2014/15



Reviewing the City's appropriations limit calculations over the past years indicates the City should remain well within its legal limit for many years to come. During the nine year period between fiscal years 2005-06 to 2014-15 the calculated appropriations limit has increased by 39% from \$82,640,992 to \$114,983,278. During this same time period appropriations subject to this limitation have increased 72% from \$13,428,850 to \$23,033,629. In spite of slow population growth, and a moderate inflation rate, tax revenues are growing more slowly than the appropriations limit.

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

Fund Structure FY 2014-15



Glossary Of Terms



Activities

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

ADA

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

Appropriation

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

Appropriation Limitation

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

Assessed Valuation

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

Audit

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

BASIS OF ACCOUNTING

Accrual Accounting

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

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



Modified Accrual Accounting

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

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

Bonds

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

Budget

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

Budget Amendment

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

Budget Calendar

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

Budget Policies

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

CAFR

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

Capital Improvement Plan (CIP)

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

Capital Lease

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

Capital Outlay

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



Certificates of Participation

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

CDBG

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

Contingency

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

Contractual Services

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

Cost Allocation

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

CSMFO

California Society of Municipal Finance Officers. A state-wide organization whose purpose is to provide educational opportunities and interaction amongst municipal finance officers. It provides an opportunity for recognition in the achievement of excellence in operational budgeting.

Debt Financing

Borrowing funds as needed and pledging future revenues to make current expenditures. The City of Eureka uses debt financing only for one-time capital improvements whose life will exceed the term of financing and where expected revenues are sufficient to cover the long-term debt.

Debt Instrument

Methods of borrowing funds, including general obligation bonds, revenue bonds, 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.

Deficit

The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

Department

A major organizational unit of the City which has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

Glossary Of Terms



Depreciation

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

Distinguished Budget Presentation Awards Program

A voluntary awards program administered by the Governmental Finance Officers Association on a federal level and by the California Society of Municipal Finance Officers Association on a state-wide basis to encourage governments to prepare effective budget documents.

ECEA

The Eureka City Employees Association is an employee organization representing those employees who are not management, fire or police.

EFL

Employee organization representing fire employees and who bargains with the City for employee salaries and benefits.

EFT

Electronic Funds Transfer is a term used by the banking industry to signify a transaction that occurs through electronic means rather than a physical transfer of funds.

Employee Benefits

Costs of benefits for City employees, including Unemployment Insurance, Workers' Compensation Insurance, Health Insurance, Dental Insurance, Vision Insurance, Retirement, and Life Insurance.

EOC

Emergency Operations Center is a location where emergency managers can assemble, coordinate their actions, and facilitate efficient communication during a local emergency.

EPA

Environmental Protection Agency. A federal agency that has oversight for environmental issues and that provides grant funds to facilitate environmental endeavors by the City.

EPFA

Eureka Public Financing Authority was established as a separate entity whose purpose is to borrow money to provide funding for Redevelopment Agency projects.

EPOA

Employee organization representing police employees and who bargains with the City for employee salaries and benefits.

ERA

The Eureka Redevelopment Agency was established under state law to undertake projects that will revitalize the project areas and improve the economic base of the community.

ERAF

Education Revenue Augmentation Fund. The California State Legislature enacted the ERAF in 1991 to permanently redirect property taxes from counties, cities, and special districts to public school entities within each county. This is a state level of funding for the Education system within the State of California. Revenues have been "shifted" from local governments to fund this educational fund from both the City and Redevelopment Agency.

Glossary Of Terms



Expenditure

The outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. Note: An encumbrance is not an expenditure; an encumbrance reserves funds to be expended.

Expenditure Savings

Under the City's budgeting procedures, personnel cost projections are based on all positions being filled throughout the year. Cost projections for major supply purchases and service contracts are projected on a similar basis. However, past experience indicates that expenditures are consistently less than budgeted amounts, due at least in part to this costing methodology. Accordingly, the expenditure savings category is used to account for this factor in preparing Working Capital projections.

FEMA

Federal Emergency Management Agency. A federal agency that provides grants for fire related equipment and also training for fire personnel.

FPPC

The "Fair Political Practice Commission" is the State agency that oversees the Political Reform Act (PRA).

Fixed Assets

Assets of long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of \$5,000.

FTE

A employee unit of measurement for one "full time employee". When employee positions are allocated within the budget, these allocations are measured in terms of full time employees. Two employees working half-time would be added together and listed as one FTE.

Fund

An accounting entity that records all financial transactions for specific activities or government functions. The six generic fund types used by the City are: General Fund, Special Revenue, Debt Service, Capital Project, Enterprise, and Trust & Agency Funds.

Fund Balance (Working Capital replaces the term Fund Balance)

Also known as financial position, Working Capital for the governmental fund types is the excess of fund assets over liabilities, and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses. For the enterprise funds, this term is used interchangeably with "working capital", a comparable (although not exact) financial position concept as Working Capital (see Working Capital).

FUND TYPES

The City uses funds to organize and operate its accounting system. A fund is a separate accounting entity with a self-balancing set of accounts. Funds are further classified into several types, depending on the purpose and funding source, as explained below.

General Fund (Funds 110 and 120)

This fund is used for all financial transactions/resources that are not accounted for in other funds. Most City departments, except those classified as Enterprise Funds, Grants, Housing and Redevelopment, receive their funds from the General Fund.



Special Revenue Funds (Funds 205, 207, 224, 225, 226, 227, 230, 231, 232, 233, 234, 236, 237, 238, 239, 241, 242, 260, 265, 266, 273, 275, 276, 277, 278, 283, 285, 290, 291 and 295)

These funds account for proceeds of revenues designated for financing specified activities of the City. Special Revenue funds are also used when there is some compelling reason for segregating a revenue source from the General Fund.

Debt Service Funds (Funds 320, 321, 345, and 350)

These funds account for the accumulation of resources for, and the payment of, general long-term debt principal and interest of the Agency and the Authority. Revenues for this purpose include property tax increment and related interest.

Capital Projects Funds (Fund 435 and 450)

These funds account for capital improvements of the Redevelopment Agency which are financed by proceeds of tax allocation bonds and City advances. The Agency has three capital projects areas that were fiscally merged for FY 2007-08. The project areas are: Century III Phase I; Century III Phase II; and Eureka Tomorrow.

Enterprise Funds (Funds 500, 501, 510, 512, 520, 530, 540, and 550)

These funds account for activities which are intended to be self-supporting or where periodic determination of net income is appropriate for management control and accountability. Costs are financed primarily through user charges.

Internal Service Funds (Funds 610, 625, 630, 650, 690, and 695)

These funds account for activities and services provided by one City organizational unit to another, financed through cost-reimbursement.

Trust & Agency Funds (Fund 700)

Also known as Fiduciary Fund Types, these funds are used to account for assets held by the City in a trustee capacity or as an agent for private individuals, organizations, or other governmental agencies. The fiduciary funds used by the City include expendable trust and agency funds. Expendable trust funds are accounted for in the same manner as Governmental Funds (general, special revenues, debt service, and capital project funds). Agency funds are custodial in nature (assets equal liabilities) and do not measure the results of operations.

FY

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

GAAP

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

GASB

Governmental Accounting Standards Board sets all requirements for governmental agency reporting and accounting methodologies.

GFOA

Government Finance Officers Association of the United States and Canada. A national organization whose purpose is to provide accounting guidance and educational opportunities to governmental finance officers. This organization sets the standards for budget documents that must meet program criteria as a policy document, operations guide, a financial plan and a communication device.

Glossary Of Terms



Goal

Is a broad statement of purpose for particular program within the agency.

HOME Program

A HOME grant or "Home Partnership Investment Program" provides grant funds for an Owner Occupied Housing First Time Homebuyer program.

Inter-fund Transfers

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

Investment Revenue

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

LAFCO

Local Area Formation Commission is a regional agency that oversees land use within the Humboldt County area.

Line Item Budget

A budget that lists detailed expenditure categories (salary, materials, telephone service, travel, etc.) separately, along with the amount budgeted for each specified category. The City uses a line-item detail to maintain and record for financial reporting and control purposes. This line item budget has been developed into a Program Budget format that presents each department's operations under a broader program of service (Public Works, Community Services, etc.)

Materials and Supplies

Expendable materials and operating supplies necessary to conduct departmental operations.

Mission

Is an ideal statement of what the organization hopes to achieve.

MOU

Memorandum of Understanding is an agreement between employees and administration covering salaries, benefits and rights of employees.

NOP

Neighborhood Oriented Policing is a program utilized by the Eureka Police Department to assign personnel to areas within the community.

NPDES

The National Pollution Distribution Elimination System sets the standards for storm water runoff.

Object of Expenditure

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

Objective

Is a measurable accomplishment to be achieved within a specific period of time.

OES

Office of Emergency Services is a state-wide emergency services organizational structure. There are six mutual aid regions within California.

Glossary Of Terms



Operating Budget

The portion of the budget that pertains to daily operations providing basic governmental services. The program budgets in the financial plan form the operating budget.

Operations

A grouping of related programs within a functional area (See Function and Program).

Performance Measures (Objectives)

A statement of specific direction, purpose, or intent based on the needs of the community and the goals established for a specific program. Performance measures are clearly stated objectives that are measurable in quantitative terms.

PERS

The Public Employee Retirement System is a statewide retirement system in which all full time and regular part time employees participate as one of their employee benefits. Alternately referred to as CalPERS to designate the retirement system within the State of California.

PLC

A Programmable Logic Controller is a type of computer that is used to control the water treatment process.

POST

“Peace Officers Standards and Training” is a requirement or standard that all police officers within California must meet.

Program

A grouping of activities organized to accomplish basic goals and objectives.

PSAPS

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

Reserve

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

Reserve Draw Down

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

Revenue Bonds

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

Resolution

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

Resources (Sources)

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

Glossary Of Terms



RFP

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

RPT

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

Salaries

Costs of salaries of City employees, including full-time and part-time/temporary employees, overtime and miscellaneous categories apply.

SCADA

The Supervisory Control and Data Acquisition is a software package that is installed in a PLC to gather necessary data on the water treatment process.

Services and Supplies

The costs of services or supplies purchased by the City. Examples of such services and supplies include consultants, architectural, engineering, legal services, contractual services for construction/maintenance of public facilities, removal and repair of equipment, purchase of gasoline and diesel fuel, payment of gas and electrical bills, payment for water purchased from Humboldt Bay Municipal Water District, office supplies, chemicals and other operating supplies, cost of liability and fire insurance and principal and interest payments on outstanding City debt.

Significant Accomplishments

Outlines the changes and accomplishments that occurred over the past fiscal year. Significant changes would be changes that effect the structural nature of a department or program that may or may not impact the way services are rendered. Accomplishments review how performance objectives were met.

STAF

State Transit Assistance Funds are disbursed locally by the Humboldt County Association of Governments for local transit needs.

STIP

State Transportation Improvement Program - The STIP is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the State Highway Account and other funding sources.

Subventions

Revenues collected by the State (or other level of government), which are allocated to the City on a formula basis. The major subventions received by the City from the State of California include motor vehicle in-lieu and gasoline taxes.

Tax Allocation Bonds

Bonds sold to fund capital projects, whereby principal and interest payments are secured by tax revenues.

Units of Measure

A set of reasonable, realistic standards of precise units of measures whereby performance data can be compared. The resulting information is the feedback for management, the City Council, and citizens concerning the relative success and efficiency of the various city programs.

Glossary Of Terms



Unencumbered Working Capital

The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

USDA

United States Department of Agriculture rules and regulations are guidelines by which our City zoo is operated.

USDI

United States Department of the Interior rules and regulations are guidelines by which our City zoo is operated.

Working Capital (Reserves)

Also known as financial position in private sector accounting and in enterprise fund accounting in the public sector, working capital is the excess of current assets over current liabilities. For the enterprise funds, this term is used interchangeably with "Working Capital", a comparable (although not exact) financial position concept in the governmental fund types (see Working Capital).