ADOPTED 2014/15
OPERATING
BUDGET
& CAPITAL IMPROVEMENT PROGRAM

Annual Budget
Fiscal Year 2014-2015

City of Fortuna

Fiscal Year 2014– 2015
Adopted Budget

FY 2014/15
Adopted Capital Improvement Program

Doug Strehl, Mayor

Mike Losey, Mayor Pro Tem

Dean Glaser, Council Member

Sue Long, Council Member

Tami Trent, Council Member

Reagan Candelario, City Manager

Prepared by the Finance Department

City of Fortuna

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FY2014-2015 Budget Document Introduction and City of Fortuna Budget Message

DATE: June16, 2014

FROM: Regan M. Candelario, City Manager

SUBJECT: Fiscal Year 2014-2015 Annual Budget Message

The Annual Budget for the City of Fortuna represents the collective work of staff and the direction and approval provided by the City Council during public workshop study sessions and a formal Public Hearing. The materials were shared, discussed and established in cooperation with the City Council on four separate occasions including two workshops. The General Fund Budget was adopted on June 16, 2014, and the Enterprise and Special Fund Budget was adopted on September 2, 2014.

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BUDGET MESSAGE FOR THE CITY OF FORTUNA

The Annual Budget for the City of Fortuna continues the ongoing practice of sound financial decisions concerning the municipal services provided to the community. The City General Fund has struggled over the past three to five Fiscal Years due to the economic recession, rising pension and health care costs, and the loss of Redevelopment. The City has proactively responded to these constraints by restructuring the organization to reduce the number of positions and overall operations costs while retaining services levels. Based on our projections, the abilty to maintain the current level of service will not last past the end of the 2014/15 Fiscal Year. Based on these struggles, continued cuts to Staffing and Operations, and consistent increases in the cost of doing business the City Council has provided direction to Staff to seek additional general fund revenue through a sales tax measure in November. The decision to seek out additional funding to meet current demands and to address the consistent increases in cost to provide services is consistent with the City's Mission Statement, which states:

> ***The City of Fortuna's mission is to be worthy of the public trust by providing timely, efficient, well planned, and dependable services to the community.***

Expenditures continue to climb at a faster rate than revenues. Over the last ten years, general fund revenues have increased by only 31%, while general fund expenditures out of the control of the organization have increased by 60% overall, with some expenditures increasing exponentially. (PERS, Health Car, Fuel, etc.) Therefore, this is the second year in which the budget utilized General Fund Reserves ($71,180 for FY 14/15) to achieve a balanced annual budget. It should also be noted that the City is

facing new additional challenges such as implementation of the Affordable Care Act and increases to the State minimum wage.

Since 2003, costs for PG&E have increased by 58%, Health Insurance increased by 98%; Vehicle fuels prices increased by 142%, and PERS increased by over 640%. We do not know if this pattern will continue, but it appears it will for PERS rates. CalPERS, faced with investment losses, proposed increasing employer contribution rates by nearly 50% over the next seven years starting with fiscal year 2015/16, which will increase the City's current contributions for PERS, from approximately $650,000 in FY 2013/14 to $975,000 in FY 2022/23.

The City's four largest general fund revenue sources are Sales Taxes, Motor Vehicle In-Lieu Taxes, Transient Occupancy Taxes and Property Taxes, which comprise 72.5% of the general fund revenues. Sales taxes and Motor Vehicle In-Lieu taxes have remained flat since 2009, where Transient Occupancy Taxes have remained flat since 2007 and Property taxes have been making steady but slow recovery. Property taxes are expected to now remain flat and may even be reduced over the coming year.

However, the State continues its 19-year practice of seizing local revenues from municipal governments and using them for other than their intended purposes. Since 1992, for the City of Fortuna alone, the cumulative loss of local revenues taken by the State from the Fortuna City General Fund to fund the Educational Revenue Augmentation Fund (ERAF) have been substantial. These local funds would have been used for services and infrastructure within the community of Fortuna.

NOTEWORTHY CITY BUDGET ITEMS:

- A commitment to continue investing in the City's future by improving and repairing essential water and sewer infrastructure projects. This includes the demolition of the elevated water tank on Holman, the replacement and improvement of water transmission mains and the repair of other water storage tanks as well as the completion of various capital improvement projects in both the water and wastewater systems.
- The City Council chose to implement for the first time a General Fund Reserves Policy for Fiscal Year 2014/15. This new policy will greatly increase communication regarding the fiscal conservative nature of the City of Fortuna and will help to guide usage of General Fund reserves in future fiscal years.
- The General Fund budget document implemented a new graphic that better describes the difference between restricted (enterprise funds/grants/donations/etc.) and unrestricted funds that comprise the general fund activities that are currently in a deficit situations.
- All General Fund Departments were directed to reduce operations by 10% as part of the buget development process.

GENERAL FUND REVENUE AND EXPENDITURES

- The General Fund's unencumbered fund balance at the beginning of the 2014-2015 fiscal year was $4.3 million or approximately 10 months of operational funds. The proposed General Fund Budget has a projected ending unreserved Fund Balance of $4.2 million or approximately 9 months of operational funds at June 30, 2015.

- The General Fund net annual activity revenues are projected to be $4,928,418 and the operational expenditures and interest are budgeted at $4,999,598; this corresponds to expenditures exceeding revenues by $71,180.

- General Fund Capital Expenditures are budgeted at $174,310.

- Building related fees have showed healthy increases over the past 12 months. Staff is optimistic that this trend will continue. However, Staff feels it is important to budget these revenues conservatively since they are cyclical and development opportunities contine to diminish. As a result, it is difficult to rely on an elevated level of building permit revenue in the future.

TOTAL REVENUE AND EXPENDITURES

- General Fund expenditures are expected to be $4.9 million this year with revenues projected at just under $4.9 million with an anticipated shortfall in revenues of $71,180 that will be transferred from General Fund Reserves.

- Capital expenditures are budgeted at $4.7 million. Capital expenditures represent the City's continued reinvestment into the maintenance and improvement of the City's infrastructure. Of the $4.7 million budget this fiscal year, $282,000 is categorized as General Fund dollars. However, $120,000 was the result of a generous private donation, and City staff are actively pursuing grants to finance the remaining projects.

- Total revenues are projected to be $13,178,631 million for fiscal year 2014/15.

- Total expenditures are budgeted at $15,549,328 million which includes the distribution of $1,083,339 million in Community Development Block Grants funded with loan payments from grants made in previous fiscal years. A large portion of the Capital Improvement projects continue to be funded through grants and reserve funds that are set-aside specifically for maintenance and upgrades of the City's infrastructure.

CITY OF FORTUNA AUTHORIZED STAFFING LEVELS

- Included in the FY2014-2015 Annual Budget is a listing of both full-time and part-time employees shown in the table titled **"Authorized City Personnel - FY2014-2015".** The proposed Budget includes 72[1] full-time employees. The number of regular part-time 4.2 FTE's.

- Also included in the FY2014-2015 Annual Budget is organizational and staffing level changes recommended by the City Manager for the purpose of increasing efficiencies and decreasing expenses.

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[1]. The number of authorized full-time employees for FY2013-2014 was 75. Three full-time positions have been eliminated or remain vacant in FY2014-2015 thereby reducing full-time employees to 72.

- The Associate Planner position in the Community Development Department scheduled a retirement for October and the position will remain vacant through the end of the Fiscal Year to achieve general fund salary savings.

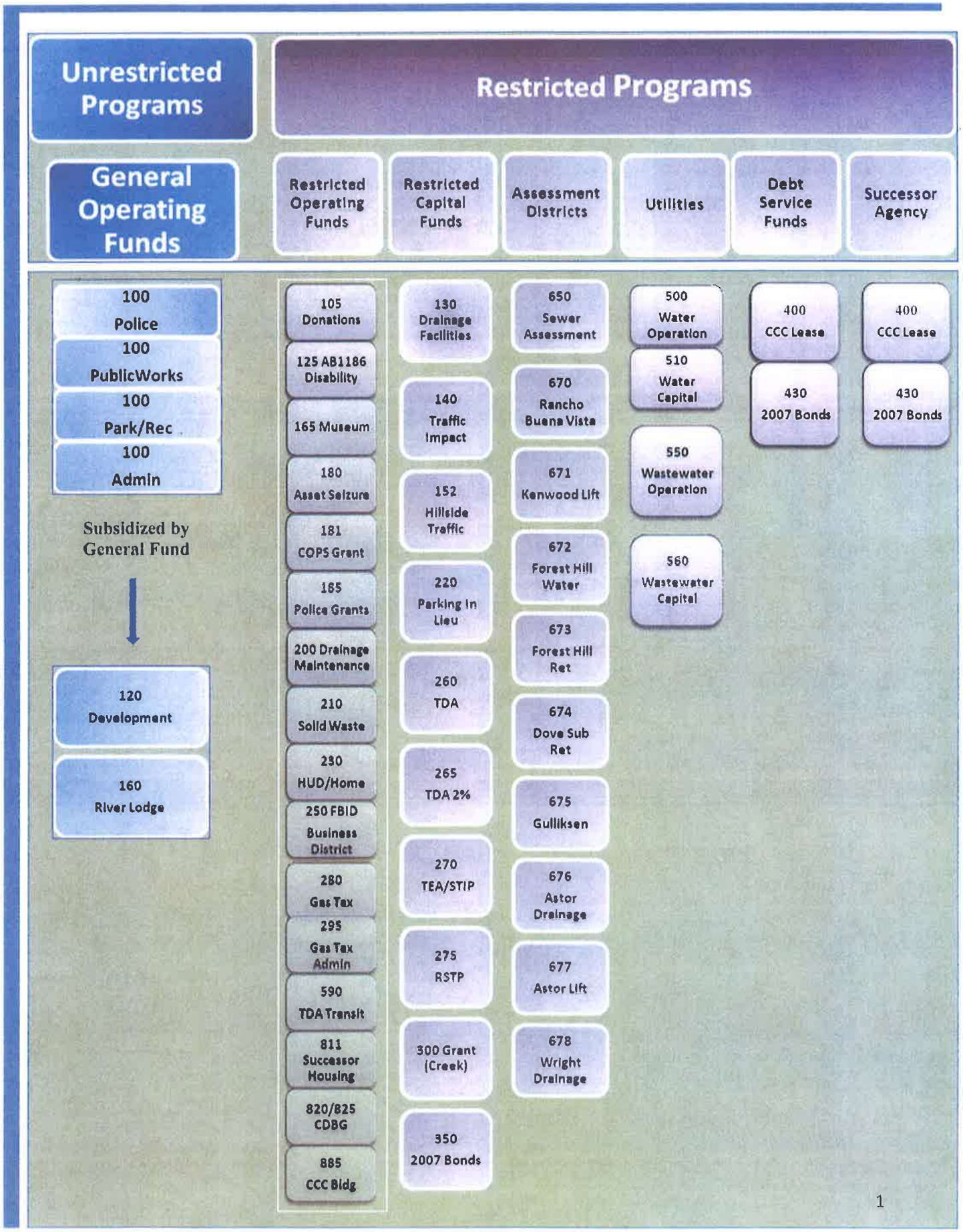
- The CSO position in the Police Department will remain vacant through the end of the Fiscal Year to achieve general fund salary savings.

- The Engineering Tech II position will remain vacant through the end of the Fiscal Year to achieve general fund salary savings.

Overview

City Funds Structure
2014-2015 Expenditures-All Funds
Personnel Budget-All Funds

City of Fortuna


Unrestricted Programs
Restricted Programs
General Operating Funds
Restricted Operating Funds
Restricted Capital Funds
Assessment Districts
Utilities
Debt Service Funds
Successor Agency
100 Police
100 PublicWorks
100 Park/Rec
100 Admin
Subsidized by General Fund
120 Development
160 River Lodge
105 Donations
125 AB1186 Disability
165 Museum
180 Asset Seizure
181 COPS Grant
185 Police Grants
200 Drainage Maintenance
210 Solid Waste
230 HUD/Home
250 FBID Business District
280 Gas Tax
295 Gas Tax Admin
590 TDA Transit
811 Successor Housing
820/825 CDBG
885 CCC Bldg
130 Drainage Facilities
140 Traffic Impact
152 Hillside Traffic
220 Parking In Lieu
260 TDA
265 TDA 2%
270 TEA/STIP
275 RSTP
300 Grant (Creek)
350 2007 Bonds
650 Sewer Assessment
670 Rancho Buena Vista
671 Kenwood Lift
672 Forest Hill Water
673 Forest Hill Ret
674 Dove Sub Ret
675 Gulliksen
676 Astor Drainage
677 Astor Lift
678 Wright Drainage
500 Water Operation
510 Water Capital
550 Wastewater Operation
560 Wastewater Capital
400 CCC Lease
430 2007 Bonds
400 CCC Lease
430 2007 Bonds

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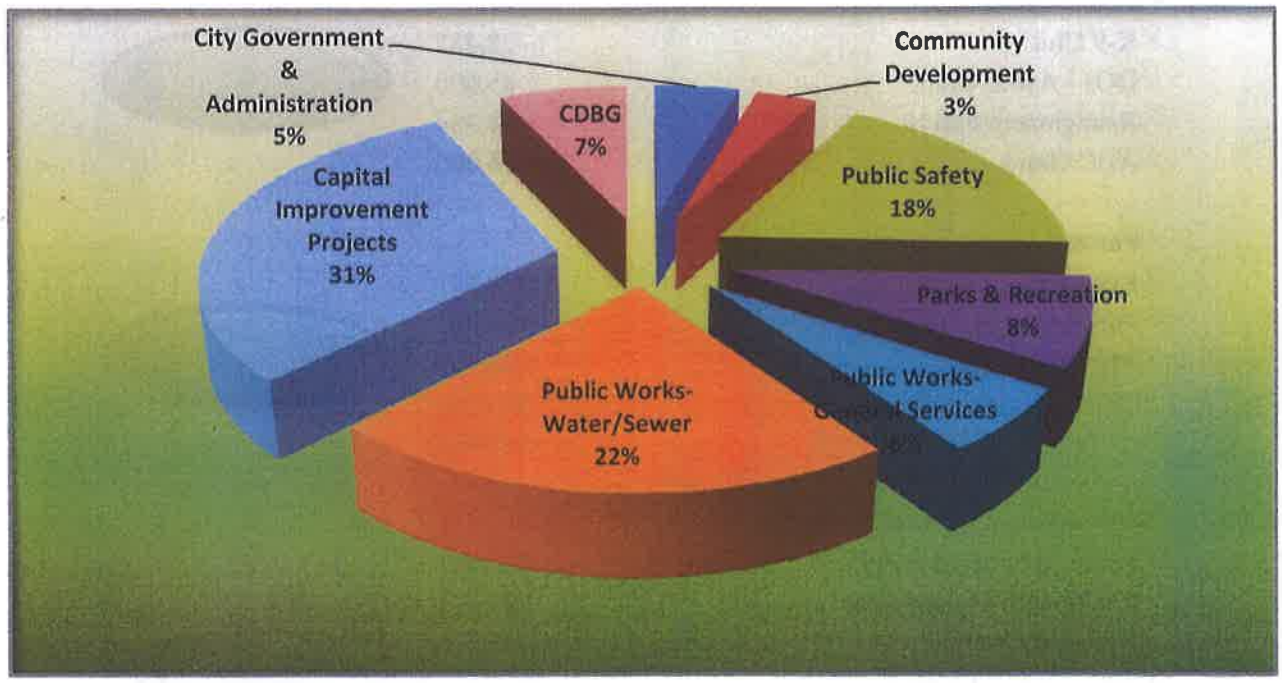
2014/15 Budget Summary - All Funds



City Administration

City Counsel	30,894
City Manager	127,933
City Clerk	32,576
Finance Department	105,891
Legal Services	50,000
General Government Allocated Costs	152,683
Risk Management	218,397

$718,374

Community Development

Building	180,922
Development Review	151,976
Planning	41,684
Community Promotion	124,800
Library Services	9,758

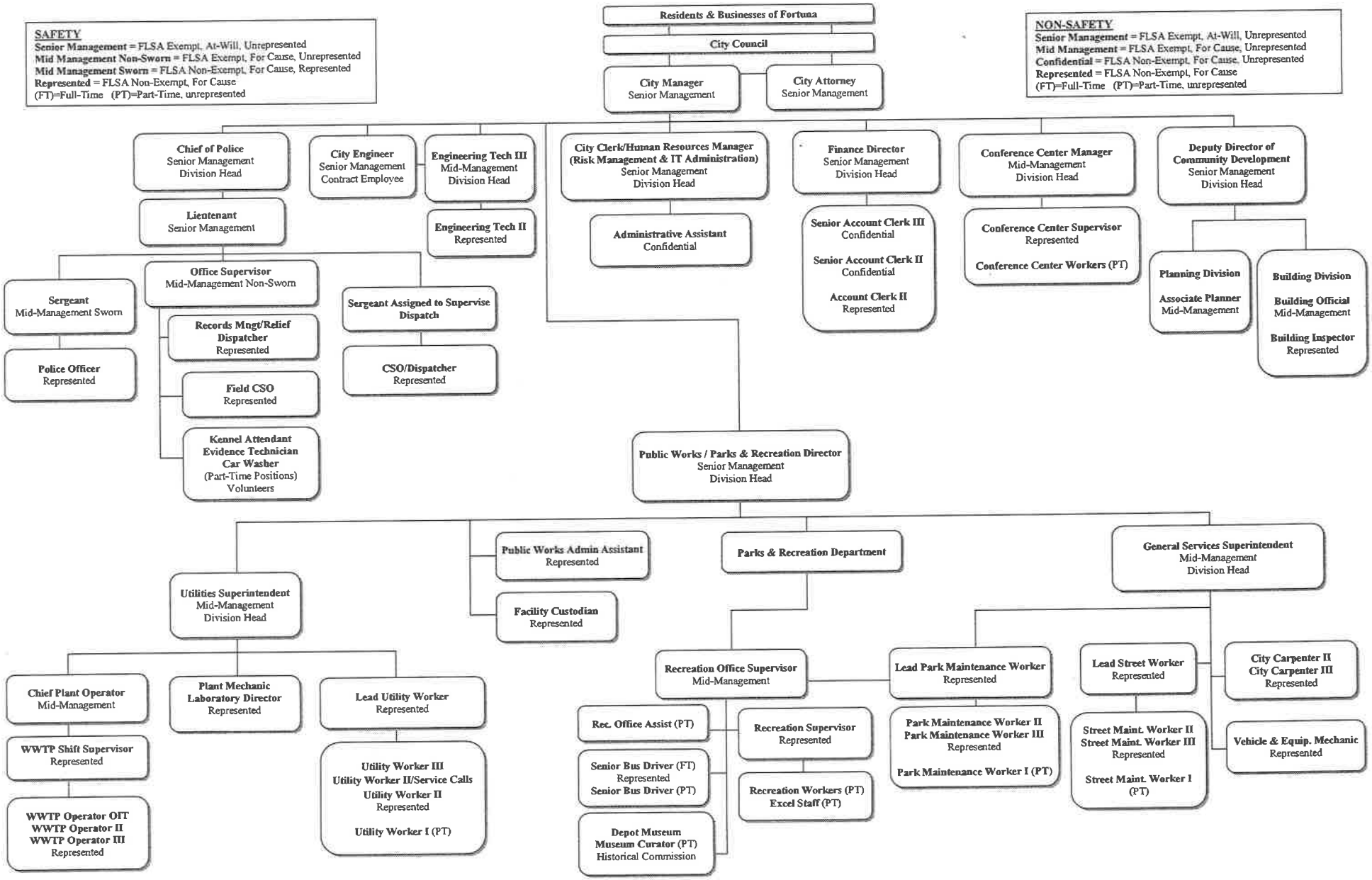
$509,140

2014/15 Budget Summary - All Funds

Police Services		
Police Services - GF	2,586,245	
K-9 Unit	28,482	$2,760,111
DOJ - Avoid Grant	85,000	
Realignment Funds	44,384	
ABC Grant	16,000	
Parks and Recreation		
Recreation	319,971	
Parks	418,281	$1,339,546
Museum	28,600	
Transit	261,125	
Riverlodge & Monday Club	311,569	
Public Works - General Services		
Public Works GS Admin	33,840	
PW - Street Maintenance	205,631	
PW - Engineering	46,230	$935,997
Storm Drain Maintenance	84,081	
Stormwater Management	32,180	
RSTP Street Division	128,963	
TDA - Street Repairs	55,000	
Traffic Control	272,561	
Gas Tax & Engineering	951	
Solid Waste	76,560	
Public Works - Water/Sewer		
Water - Pumping,Treatment & Storage	461,092	
Water - Transmission & Distribution	420,632	$3,424,394
Water - Customer Accounts	53,777	
Wastewater - Pumping/Treatment	1,319,110	
Wastewater - Administration	507,423	
Capital Improvement Projects	4,778,427	
Community Development Block Grants - CDBG	1,083,339	$15,549,328
Total Budgeted Expenditures:	**$ 15,549,328**	

Personnel
Fiscal Year 2014 - 2015

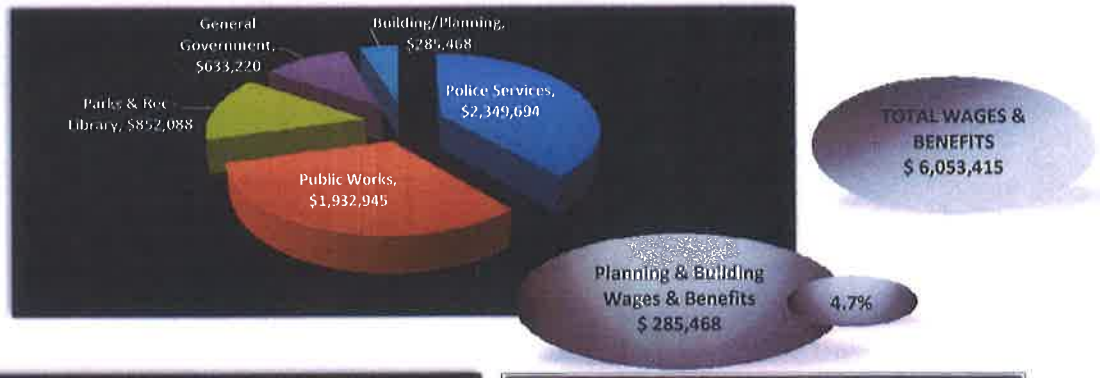
City of Fortuna



City of Fortuna

2014-2015

Personnel Budget - All Funds



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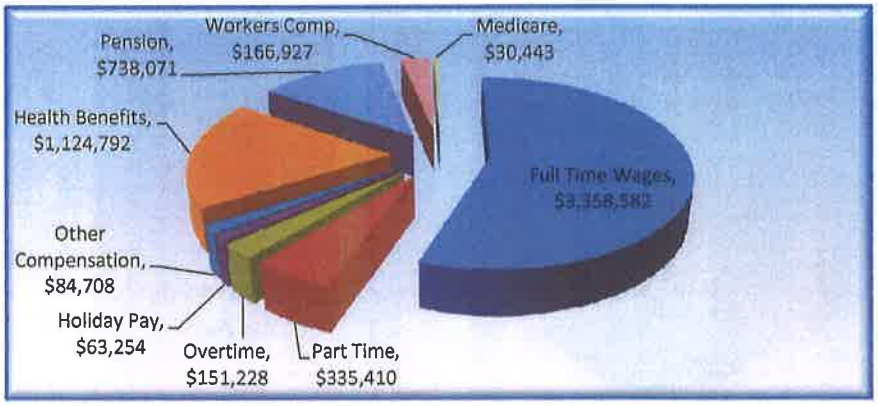
Wages and Benefit Summary

Personnel Budget - All Funds



Cost in Dollars

	2014-15	%
Salaries, including Add Pays and Longevity	$ 3,358,582	55%
Part Time	335,410	6%
Overtime	151,228	2%
Holiday Pay	63,254	1%
Residency, Uniform, Boot, Pager, Other	84,708	1%
Health Benefits	1,124,792	19%
Pension	738,071	12%
Workers Comp	166,927	3%
Medicare	30,443	1%
Total, salaries and benefits	$ 6,053,415	

Benefit Rates

Health Benefits, City share	Month Total Premium	Month Employee	Month City	Annual City
Employee	$736	$76	$660	$7,918
Employee +1	1,499	130	1,369	16,424
Employee + family	2,137	179	1,958	23,501

Cal PERS, City share — **Employer Rates as % of Payroll**

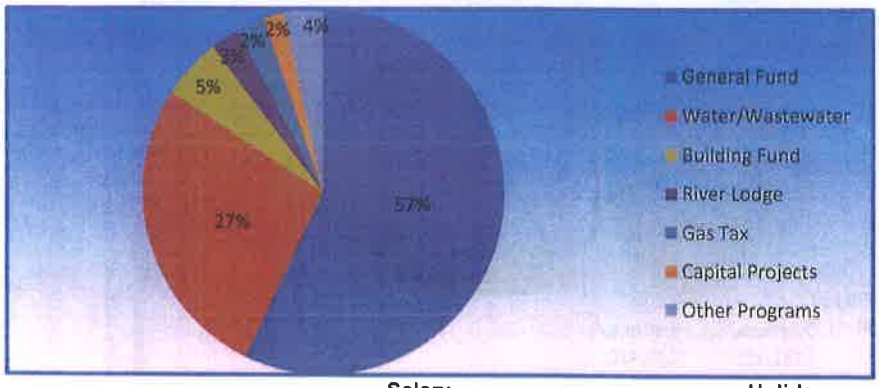
	Benefit formula	2013-14	2014-15
Saftey Tier 1	3% @ 50	27.4%	29.3%
Saftey Tier 2	3% @ 55	20.8%	21.4%
Safety Tier 3	2.7% @ 57	11.5%	11.5%
Misc Tier 1	2.7% @ 55	16.6%	17.2%
Misc Tier 2	2.0% @ 55	12.0%	12.0%
Misc Tier 3	2.0% @ 62	6.3%	6.3%

Changes since Prior Budget

	2013-14	2014-15	
Full Time Positions	75	72	
Reductions: Utilities Superintendent; Utility Worker II			
Merger: Public Works Director and City Engineer			
Total Salary and Benefit Costs			
2013-14 budget		$ 6,152,997	
PERS rate increase		23,202	
Health rate increase		27,209	
Workers comp rate increase		0	
Police retention benefit		0	
Positions eliminated		(149,993)	
Net Increase		(99,582)	-2%
2014-15 budget		$ 6,053,415	

Salaries and Benefits
By Fund/Department

Personnel Budget - All Funds



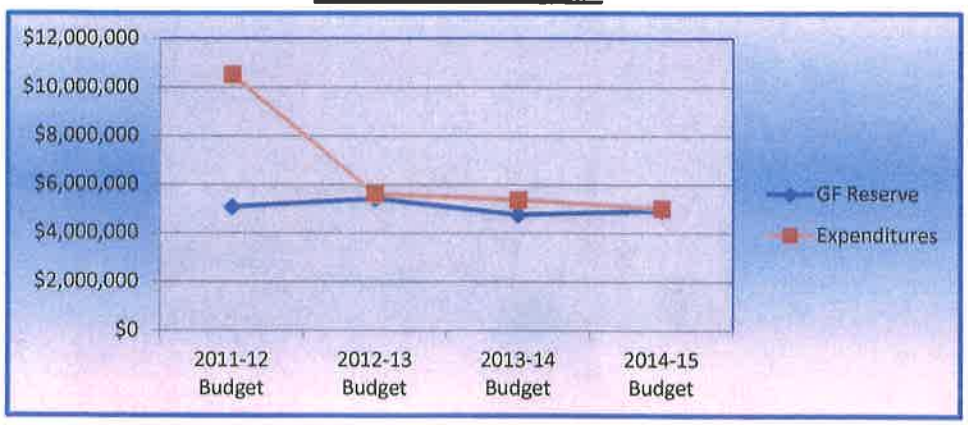
	Fund	Salary Regular	Part-time	Overtime	Holiday Pay	Benefits	Total
City Council - 1000	100	$ 18,000	-	-	-	1,094	$ 19,094
City Manager - 1100	100	71,343	-	-	-	37,140	108,482
City Clerk - 1150	100	17,189	-	-	-	10,387	27,576
City Hall/General Government - 1500	100	6,714	-	-	-	3,701	10,416
Finance - 1200	100	60,619	-	600	-	27,473	88,692
Risk Management - 1600	100	17,189	-	-	-	10,387	27,576
Police Department - 2000	100	1,233,363	5,000	78,000	63,254	902,238	2,281,855
Public Works Administration 4000	100	18,964	-	-	-	4,465	23,430
Public Works Streets - 4100	100	82,570	3,500	480	-	47,941	134,491
Community Development Planning - 5000	100	26,500	-	-	-	10,884	37,384
Public Works Engineering - 5100	100	15,740	-	-	-	5,330	21,070
Parks & Recreation - Recreation - 5400	100	57,340	141,700	700	-	50,191	249,931
Parks & Recreation - Park Maintenance - 5450	100	150,975	32,310	1,000		104,223	288,509
Library - 5500	100	3,357	-	-	-	1,851	5,208
Museum - 5610/5610	100		15,120	-	-	3,680	18,800
General Fund:		**$ 1,779,865**	**197,630**	**80,780**	**63,254**	**1,220,986**	**$ 3,342,515**
Police -K9 Unit 2850	105	4,500		5,500	-	1,982	11,982
Police - Avoid DUI Grant - 2600	185			30,704	-	1,900	32,604
Police - ABC Grant - 2000	188			11,874		1,020	12,894
Building Inspection - 3000	120	104,413	-	-	-	62,159	166,572
Development Review - 3100	120	88,428	-	-	-	45,598	134,026
Public Transit - 4400	590	37,141	31,490	668	-	28,418	97,716
Public Works -Traffic Control - 4200	280	91,032	6,600	2,960	-	55,969	156,561
Public Works -Storm Drain Maintence - 4300	200	31,341	6,000	2,120	-	13,519	52,981
Public Works -Stormwater Management -4310	200	-	12,000	-	-	1,030	13,030
Pubic Works-Gas Tax/Engineering/Admin -4800	295	700	-	-	-	225	925
Public Works - Solid Waste Recycling - 5300	210	11,795	-	-	-	3,965	15,760
Public Works/Household Hazardous Waste - 530(	215		10,735			265	11,000
Parks & Recreation/Monday Club - 5700	160		2,000			100	2,100
Parks & Recreation/River Lodge - 5800	160	86,988	17,000	500	-	57,983	162,471
Water - Pumping, Treatment & Storage -6000	500	114,554	-	2,031	-	68,308	184,892
Water - Transmission & Distribution - 6100	500	151,658	-	2,862	-	104,662	259,182
Water- Customer Account Expense - 6200	500	18,577	-	508	-	14,341	33,427
Water - Administration - 6300	500	140,563	-	751	-	67,015	208,329
Wastewater - Collection - 6500	550	114,168	-	2,202	-	75,567	191,937
Wastewater - Pumping & Treatment - 6600	550	318,827	42,000	6,412	-	190,971	558,210
Wastewater - Administration - 6700	550	164,147	-	914	-	82,253	247,314
CDBG Program Administration - 7200	820	8,930	9,955	-	-	2,866	21,751
Capital Improvement Program	Varied	70,033	-	443		38,010	108,486
Maintenance Districts	670-678	20,920	-	-		5,830	26,750
Special Revenue/ Enterprise Funds:		**$ 1,578,717**	**137,780**	**70,448**	**-**	**923,955**	**$ 2,710,900**
Grand Total		**$ 3,358,582**	**$ 335,410**	**$ 151,228**	**$ 63,254**	**$ 2,144,941**	**$ 6,053,415**

General Fund Reserve

City of Fortuna

General Fund
Fund Balance Summary

General Fund Reserve

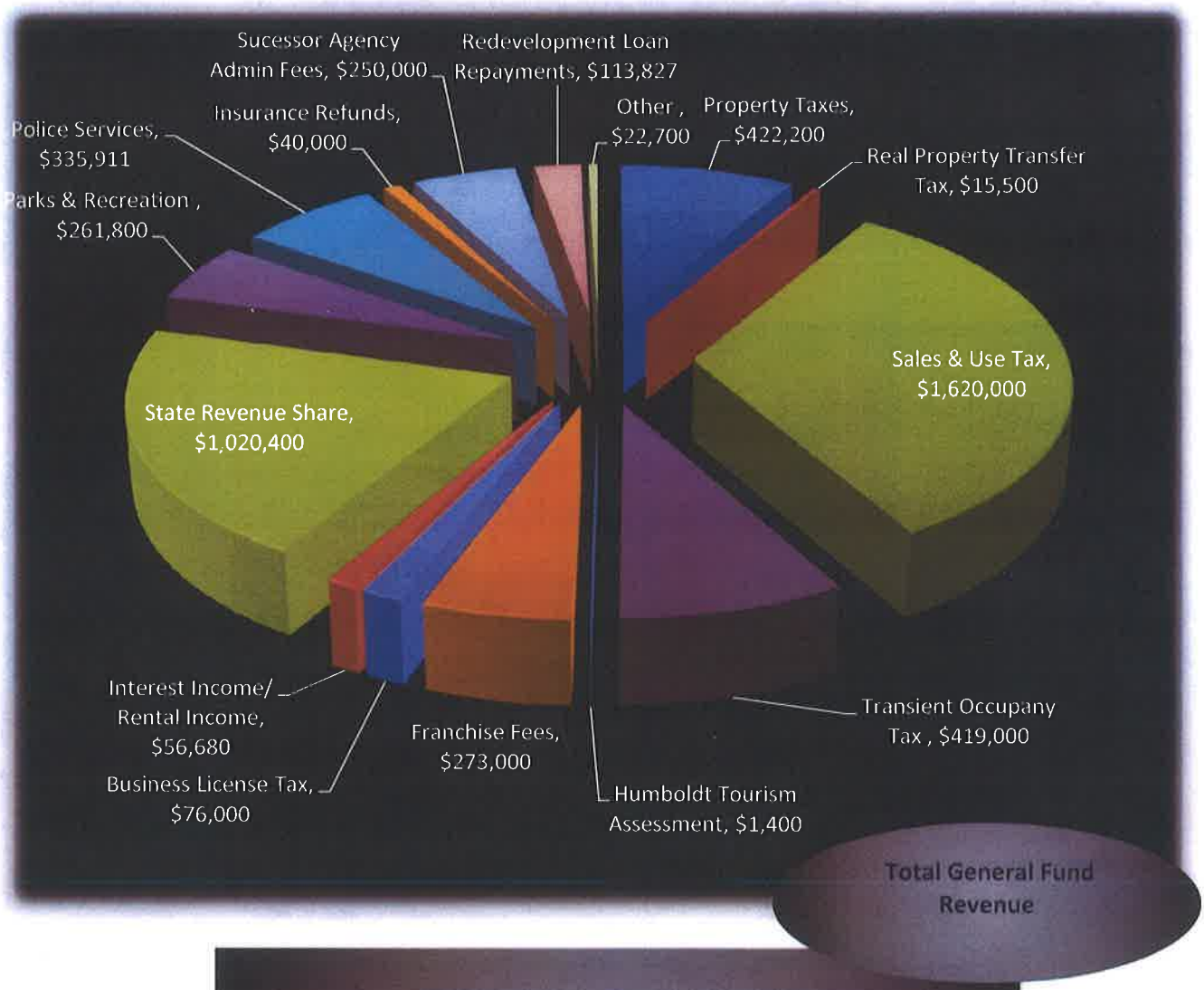


Fund Balance History	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Beginning Available Balance				
2011-12 Budget Assumption	10,575,888			
Actual	$10,552,622	$5,123,749	$4,950,174	$ 4,341,962
Net Annual Activity				
Revenues				
Taxes and fees	$ 4,602,934	4,997,718	4,597,239	$4,774,591
One-time grants/loan repayments	481,400	414,106	153,005	153,827
	5,084,334	5,411,824	4,750,244	4,928,418
Expenditures	-	-		
Salaries and benefits	3,458,971	3,262,160	3,355,148	3,395,515
Service and supplies	1,293,193	1,156,709	1,308,621	975,153
Capital Improvements/Equipment	189,432	214,910	481,461	174,310
Debt service	512,025	216,670	213,226	224,472
Other fund support				
Redevelopment Loan Write-off	3,217,103	411,614	-	-
Development Fund, River Lodge	1,842,483	323,336		230,148
	10,513,207	5,585,399	5,358,456	4,999,598
Net Annual Activity	(5,428,873)	(173,575)	(608,212)	(71,180)
Ending Available Balance	$ 5,123,749	$ 4,950,174	$ 4,341,962	$4,270,782

General Fund
Revenue & Expenditures

City of Fortuna

FY 2014/15 Projected General Fund Revenue



Revenue Summarized by Category

Local Taxes	$ 2,554,100	51.8%
State Tax Share	$ 1,020,400	20.7%
Fees & Services	$ 1,120,711	22.7%
Refunds/RDA Loan Repayments	$ 153,827	3.1%
Interest & Rental Income	$ 56,680	1.2%
Miscellaneous	$ 22,700	0.5%
Total General Fund Revenue:	$ 4,928,418	

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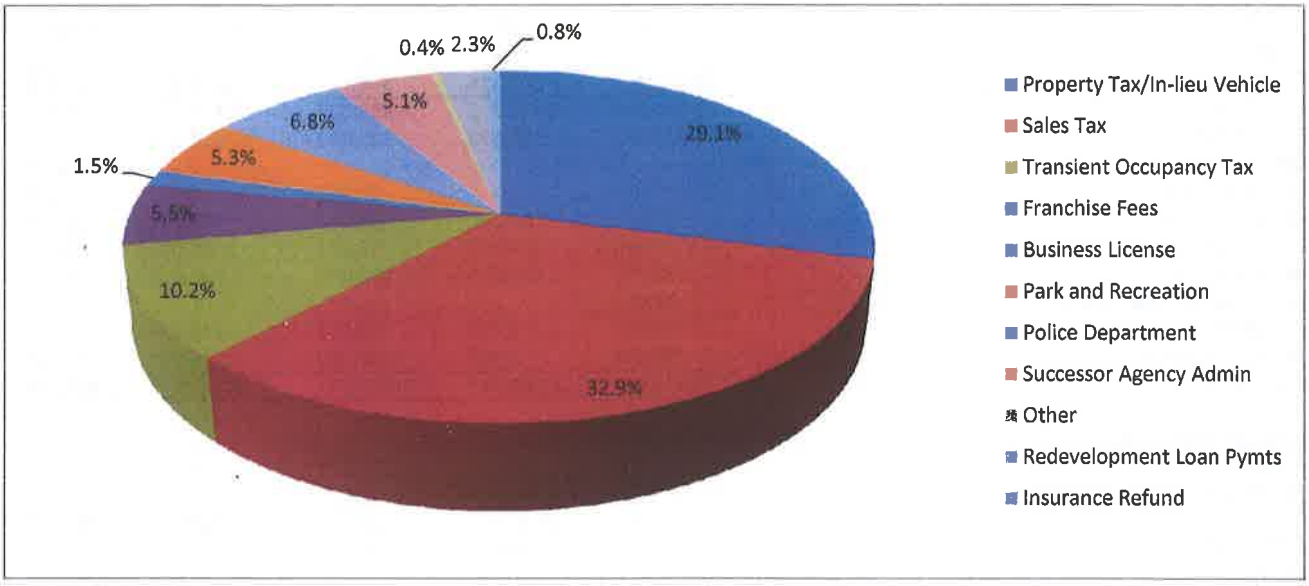
Revenue Summary

General Fund



	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Budget	2014-15 Projected	*Change Vs PY Budget*
Reoccuring Revenues						
Property Tax	$383,326	383,326	593,867	339,000	$422,200	*83,200*
Property Tax In-lieu/Vehicle	1,001,771	1,004,360	987,510	992,000	1,011,000	*19,000*
Sales Tax	1,431,547	1,456,712	1,453,086	1,456,000	1,620,000	*164,000*
Transient Occupancy Tax	472,144	516,376	523,603	477,000	504,000	*27,000*
Franchise Fees	362,793	264,066	264,614	258,347	273,000	*14,653*
Business License	75,096	77,781	75,568	76,000	76,000	-
Park and Recreation	683,742	407,103	300,526	293,100	261,800	*(31,300)*
Police Department	455,954	479,149	401,226	332,115	335,511	*3,396*
Successor Agency Admin	-	-	250,000	250,000	250,000	-
Other	($4,866,373)	132,082	147,718	123,677	21,080	*(78,810)*
		4,720,955	4,997,718	4,597,239	4,774,591	*201,139*
% growth						*4%*
Non-Reoccuring						
Redevelopment loans		420,017	23,366	-	113,827	-
Other grants/settlements	344,406	61,383	390,740	153,005	40,000	*-39,178*
Grand Total	**344,406**	**$ 5,202,355**	**$ 5,411,824**	**$ 4,750,244**	**$ 4,928,418**	***$ 161,961***
% growth						*3%*

- The City's base property tax revenue anticipates 1% growth over 2013/14
- The residual tax increment is anticipated to increase
- Sales tax growth of $164,000 anticipates base growth for existing merchants, new merchants, and a one-time $28,000 "catch-up" payment from the State of California

Revenue Detail ***General Fund***

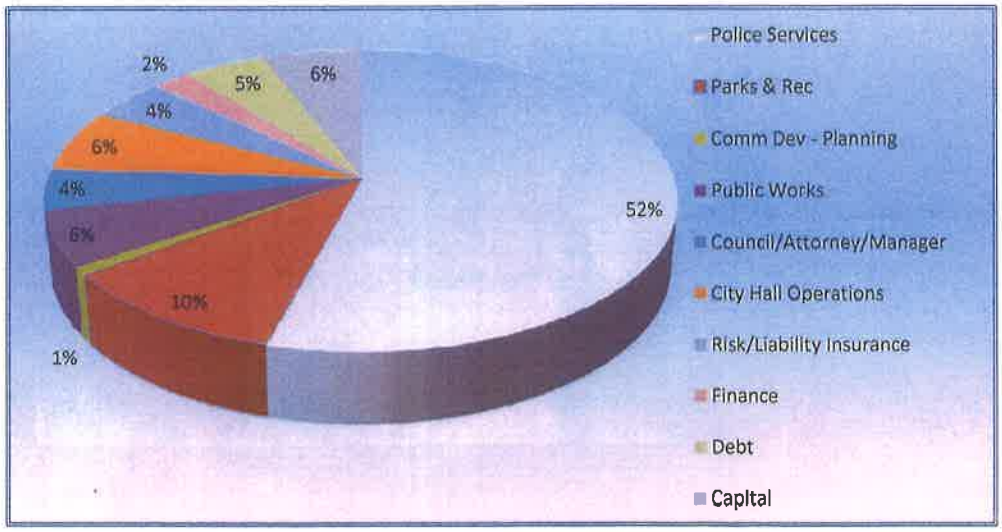
	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-2014 Actual*	2014-15 Projection
Taxes and Licenses					
Property Taxes	$ 342,197	342,197	342,197	339,000	$ 346,200
Residual Tax Increment (estimate)	41,129	41,129	251,670	-	76,000
Subtotal Property Tax	**383,326**	**383,326**	**593,867**	**339,000**	**422,200**
Sales & Use Tax, net	1,431,547	1,456,712	1,453,086	1,456,000	1,620,000
Transient Occupancy Tax	472,144	516,376	523,603	477,000	504,000
Riverlodge					(85,000)
Humboldt Tourism Asmt	-	-	941	1,400	1,400
Franchise - Gas & Electric	70,675	65,240	66,347	66,347	70,000
Franchise - Garbage	68,066	67,995	68,801	65,000	70,000
Franchise - Cable TV	133,052	130,831	129,466	127,000	133,000
Franchise - Water & Sewer Utilities	91,000	-	-	-	-
Business License Tax	75,096	77,781	75,568	76,000	76,000
Real Property Transfer Tax	19,238	7,200	35,069	15,500	15,500
Total	**2,744,144**	**2,705,461**	**2,946,747**	**2,623,247**	**2,827,100**
Interest, Loans, and Rents					
Interest Income	18,332	16,640	19,019	40,000	20,000
12th Street Bldg Rent	3,750	17,500	12,000	-	-
Tower Rental	29,754	31,479	32,521	32,000	32,000
Parking Lot Rental	1,673	1,680	1,680	1,680	1,680
Building Rent	-	-	-	-	-
Space Rent - Corp Yard	3,000	2,750	3,000	3,000	3,000
Library Building Rent	15,600	14,400	-	-	-
Chamber of Commerce Rent	9,750	9,000	-	-	-
Storage Container Rental	540	360	-	540	-
Total	**82,399**	**93,809**	**68,220**	**77,220**	**56,680**
Intergovernmental					
Motor Vehicle In-Lieu	1,001,771	1,004,360	987,510	992,000	1,011,000
Recycling Grant	5,000	-	-	-	-
Homeowners Exemption	6,993	5,877	6,770	6,500	7,100
State Mandates	6,661	-	4,186	18,157	2,000
Reimbursement Revenue	-	614	799	300	300
Total	**1,020,425**	**1,010,851**	**999,265**	**1,016,957**	**1,020,400**
Parks & Recreation					
Recreation Program Fees	250,964	273,206	228,447	235,000	200,000
Pavilion Use Fees	34,377	36,994	39,526	35,000	35,000
Park Use Fees	13,060	12,110	10,365	9,000	9,000
Vending Machines	1,113	1,143	924	1,100	800
Prop. 20 Parks Grants	369,756	70,244	-	-	-
Park/Museum Donations	1,400	31	1,153	-	-
Rohner Recreation District	13,072	13,375	20,111	13,000	17,000
Total	**683,742**	**407,103**	**300,526**	**293,100**	**261,800**
Police Services					
Public Safety/Prop. 172	20,374	18,271	23,855	19,000	24,000
Fireworks Permit	50	60	80	50	50
Animal License	20,535	24,166	32,557	23,000	23,000
Bicycle License	19	17	32	20	20
Vehicle Code Fines	49,433	33,976	43,434	42,000	42,000
Parking Violation Fines	8,103	7,273	5,308	8,000	5,000
Parking Fines - College	20,819	13,473	26,580	18,000	18,000
Parking Fines - Ferndale	548	182	158	300	200
Other Court Fines	3,368	2,544	3,181	3,100	2,500
Animal Control Charges	7,774	6,890	10,965	6,600	10,000
Accident Reports	1,908	2,404	1,844	2,200	2,200
Finger Prints	32,719	30,473	28,683	30,000	30,000

Revenue Detail ***General Fund***

	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-2014 Actual*	2014-15 Projection
Special Services	5,737	5,284	6,515	5,000	5,000
Sp Services Training	-	1,412	739	-	-
Dispatch - Ferndale Police	12,200	12,200	12,200	12,200	15,000
Dispatch - Rio Dell Police	18,504	18,504	18,504	18,504	21,000
Dispatch - Fortuna Fire	600	600	600	600	1,000
Vehicle Impound Fees	18,752	25,779	26,550	21,000	22,000
DARE School Contributions	31,589	20,051	-	-	-
Post Grant Reimbursement	7,327	9,768	13,390	12,000	6,000
Motor Vehicle Abatement	9,314	9,292	10,263	10,000	8,000
Miscellaneous Donations	11,550	10,405	15,435	-	-
ARRA Police Officers - 2	163,954	108,104	-	-	-
COPS Grant	10,777	118,021	120,353	100,541	100,541
Total	**455,954**	**479,149**	**401,226**	**332,115**	**335,511**
Other Revenues					
Bus License Penalties	3,169	5,907	4,102	3,200	3,200
Community Dev. Fees	12,996	-	-	-	18,000
Restitution	423	4,644	349	400	400
Admin Fees - CCC	-	1,370	7,599	-	-
Admin - Successor Agency a)		-	250,000	250,000	250,000
Late Fee Admin Charge	-	630	-	-	-
NSF Check Fee	-	570	750	-	-
OES/Cal-EMA Disaster	87,778	10,378	18,729	-	-
Misc. Revenues	3,309	583	205	1,000	1,000
Misc. Donations	-	500	-	-	500
Total	**107,675**	**24,582**	**281,734**	**254,600**	**273,100**
Total Recurring Revenue:	**5,094,339**	**4,720,955**	**4,997,718**	**4,597,239**	**4,774,591**
Non-Recurring Revenue:					
Loan Payments/Redevelopment	652,797	420,017	23,366	-	113,827
State Prop 1A Distribution		-	139,506	-	-
County Tax Admin Fee Settlement		-	-	110,996	-
Misc Reimbursements	7,326	489	11,464	-	-
Property & Scrap Sales	-	6,255	3,243	-	-
REMIF Insurance Refunds	61,908	30,481	46,666	-	40,000
Special Services		-	849	-	-
Fortuna Regulatory Fees		-	5,000	-	-
Special Assessment		-	20,070	-	-
EECBG Grant		-	60,242	-	-
Grant Allocation (ABC)	11,373	-	-	15,819	-
Grant Allocation (OTS)	35,833	24,158	12,248	26,190	-
Transfers in		-	91,452	-	-
Total	**116,440**	**481,400**	**414,106**	**153,005**	**153,827**
Total General Fund Revenues:	**$5,210,779**	**5,202,355**	**5,411,824**	**4,750,244**	**$ 4,928,418**

General Fund
Program Expenditures

General Fund Request 2014-2015



	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget	*Less Department Fees*	Total GF Request	*% of Total*
Exenditures By Program/Department							
Programs:							
Police	$ 1,965,306	2,096,440	2,476,431	2,586,245		$ 2,586,245	*52%*
Parks and Recreation	808,302	665,152	792,268	766,853	261,800	505,053	*10%*
Community Dev- Planning	66,647	76,625	83,135	41,684	-	41,684	*1%*
Public Works	431,882	371,579	354,992	285,701	-	285,701	*6%*
Adminstration:							
City Council	44,987	25,023	30,103	30,894	-	30,894	*1%*
City Attorney	56,309	51,914	50,000	50,000	-	50,000	*1%*
City Manager	124,182	139,824	127,024	127,933	-	127,933	*3%*
City Clerk	-	1,675	33,604	32,576	-	32,576	*1%*
Allocated Gen Govmt Costs	182,646	140,054	129,463	142,267	-	142,267	*3%*
Community Promotion	133,050	123,985	121,000	123,800	-	124,800	*2%*
Library Facilities	19,651	9,514	11,686	9,758	-	9,758	*0%*
Risk Management	235,458	242,391	248,814	218,397	-	218,397	*4%*
Finance	99,288	93,627	93,612	105,891	-	105,891	*2%*
						-	
Debt/Capital/Transfers						-	
Debt Service Transfers	512,025	216,670	213,226	225,751	-	225,751	*5%*
Riverlodge/Monday Club	289,323	288,967	324,468	311,569	226,569	85,000	*2%*
Community Dev Review & Building	394,240	386,764	379,248	332,898	187,750	145,148	*3%*
Capital Improvement Program	125,445	197,090	393,000	162,500	-	282,500	*6%*
Redevelopment loan write-off	3,217,103	411,614	-	-	-	-	*0%*
Total	$ 8,705,844	5,538,908	5,862,073	5,554,717	676,119	$ 4,999,598	100%

City Council
City Attorney

City of Fortuna

City Administration
City Council

General Fund

Purpose

The City Council is the governing body of the City of Fortuna. The City Council enacts local laws through the adoption of ordinances, sets policies through Council Resolutions and provides financial oversight through the adoption of an Annual Budget. As the City's legislative body, the power of the Council is subject to the City Charter and State and Federal laws. The five members of the City Council are elected by the voters of Fortuna on a non-partisan basis and serve staggered four year terms. The Mayor and Mayor Pro Tem are elected by the City Council.

Responsibilities

- Provide direction to City Manager
- Establish policies
- Adopt annual budget
- Conduct City matters in a fair, responsible, and impartial manner
- Conduct City business in an open, orderly and efficient manner
- Represent the City for various ceremonial purposes

Significant Changes

The last municipal election was held in November 2012 filling two Council Member seats. The next election is scheduled for November 4, 2014; it will be consolidated with the County elections and administered by the Humboldt County Office of Elections. The NOVEMBER 2014 election will be held to fill the seats of the three Council Members whose terms expire in 2014.

Council Member	*Title*	*Year Elected*	*Re-Elected*	*Term Ends*
Doug Strehl	Mayor	2005*	2012	2016
Mike Losey	Mayor Pro Tem	2010	n/a	2014
Dean Glaser	Councilmember	2002	2010	2014
Sue Long	Councilmember	2010	n/a	2014
Tami Trent	Councilmember	2012	n/a	2016

**Appointed*

History of Expenditures	*Fund 100 Dept 1000*	**2010-11 Budget**	**2011-12 Budget**	**2012-13 Budget**	**2013-14 Budget**	**2014-15 Budget**
Stipends	5165	$18,653	18,000	18,300	18,000	$18,000
Overtime	5170	67	-	114	-	-
Benefits	5200	1,142	1,052	997	1,103	1,094
Subtotal, Salaries and Benefits		19,862	19,052	19,411	19,103	19,094
Office Supplies	5400	887	12	34	100	100
Department Supplies	5500	-	92	25	200	500
Equipment Repair	5720	-	200	-	200	200
Travel and Conferences	7000	5,273	1,500	1,672	1,500	5,500
Council Contingency	7612	1,394	20,889	908	1,500	1,000
Televised Meeting Costs	7616	3,005	3,242	2,973	3,500	3,500
Subtotal, Services and Supplies		10,559	25,935	5,612	7,000	10,800
Total Capital Outlay	8265	-	-	-	-	1,000
(7) iPads for Council / Staff		-	-		4,000	-
	Total:	**$30,421**	**44,987**	**25,023**	**30,103**	**$30,894**

City Administration
City Attorney

General Fund

Purpose

The City Attorney works directly for the City Council and is responsible for serving as the City's primary legal advisor. The City Attorney provides legal advice and direction to the City Council, City Manager, Department Heads and various City boards or commissions as needed. The City Attorney may also represent the City in legal proceedings when the City is involved as a plaintiff or defendant.

Responsibilities

- Provide legal advice, direction and recommendations
- Research various legal issues
- Educate Council, City staff and others on various legal issues
- Prepare various documents
- Represent the City in legal proceedings

Significant Changes

No significant expenditures or consulting services are anticipated for 2014-2015.

Personnel Allocation

The City contracts with Dave Tranberg, Attorney at Law to provide city attorney services. Attorneys specializing in specific areas of law may be consulted for projects such as bonds, labor law, or taxation.

History of Expenditures	*Fund*	*100 Dept 1300*	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Legal Services		6020	$40,526	$56,309	$51,914	$50,000	$50,000
	Total:		**$40,526**	**$56,309**	**$51,914**	**$50,000**	**$50,000**

General Fund
City Administration

City of Fortuna

City Administration
City Manager

General Fund

Purpose

The City of Fortuna operates under the Council-Manager form of City government which combines the political leadership of elected officials with the strong managerial experience of an appointed local government manager or City Manager. The City Manager works under the direction and control of the City Council and is responsible for managing the day to day operations of the City. The City Manager also appoints the City Clerk with the duties and responsibilities established by California Government Code or as directed by the City Council.

Responsibilities

- Oversight of daily operations
- Provide advice and recommendations to council
- Ensure that Council policies are implemented
- Ensure the enforcement of local and state laws
- Provide direction to department heads, subordinate officers and employees of the City
- Personnel system
- Administrative oversight
- Purchasing
- Organization of City Departments and personnel
- Provide legislative oversight and recommendations
- General supervision of all public property

Significant Changes

None.

Personnel Allocation	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Budget	2014-15 Budget
City Manager	0.20	0.20	0.42	0.42	0.42
Assistant City Manager	-	0.10	-	-	-
Deputy City Clerk/Human Resources	-	0.20	-	-	-
City Clerk/Human Resources	-	-	0.25	0.20	0.20
Administrative Assistant	-	-	0.50	0.20	0.30
Senior Administrative Assistant	0.50	0.30	-	-	
Total Authorized	**0.70**	**0.80**	**1.17**	**0.82**	**0.92**

History of Expenditures	*Fund*	*100 Dept 1100*				
Salaries	5100	$ 43,917	$ 77,926	$ 67,623	$ 66,498	$ 71,343
Salary Reg P/T	5165	36	2,536	9,647	-	-
Vacation Buyback	5180	814	1,557	2,744	1,290	-
Benefits	5200	18,265	26,227	31,343	31,125	37,140
Subtotal, Salaries and Benefits		63,032	108,246	111,357	98,913	108,483
Office Supplies	5400	828	818	1,954	750	750
Department Supplies	5500	670	1,655	1,513	1,000	1,000
Vehicle Fuel	5505	-	-	567	900	700
Personnel Services	6035	-	4,782	5,078	500	-
Telephone & Pager	6200/6205	1,067	1,262	917	1,000	1,000
Advertising	6300	-	-	75	-	-
Travel/Conferences/Training	7000	5,477	5,333	7,174	8,000	8,000
Dues and Subscriptions	7015	2,384	1,146	4,016	2,000	2,000
City Manager Contingency	7612	6,644	1,440	5,087	6,000	6,000
Relocation Expenses	7613	-	-	1,807	7,711	-
Distributed Charges	9200	(1,083)	(1,000)	(1,001)	-	-
Subtotal, Services and Supplies		15,987	15,436	27,187	27,861	19,450
Capital Outlay			500	1,280	250	-
	Total:	**$ 79,019**	**$ 124,182**	**$ 139,824**	**$ 127,024**	**$ 127,933**

City Administration
City Clerk

General Fund

Purpose

The City Clerk is the local official for elections, local legislation, the Public Records Act, the Political Reform Act and the Brown Act (open meeting laws). Before and after the City Council takes action, the City Clerk ensures that actions are in compliance with all Federal, State and Local statutes and regulations and that all actions are properly executed, recorded and archived. The statutes of the State of California prescribe the basic functions and duties of the City Clerk and the Government Code and Election Code provide precise specific responsibilities and procedures to follow.

Responsibilities

- Elections Official
- Legislative Administrator
- Records Manager
- Council Agenda Packets
- Duties of City Clerk as outlined in California Government Code

Significant Changes

No staffing changes are anticipated for 2014-2015. Travel and conference expenses include two employees: City Clerk/Human Resources Manager and Administrative Assistant.

Personnel Allocation

	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
City Clerk/Human Resources	-	-	-	0.20	0.20
Administrative Assistant	-	-	-	0.15	0.15
Senior Admin Assistant					-
Total Authorized	-	-	-	**0.35**	**0.35**

History of Expenditures

	Fund 100 Dept 1150					
Salaries	5100	$ -	$ -	$ -	$ 16,829	$ 17,189
Vacation Buyback/Accrual		-	-	1,325	426	-
Benefits	5200	-	-	-	11,098	10,387
Subtotal, Salaries and Benefits		-	-	1,325	28,354	27,576
Office Supplies	5400	-	-	-	750	500
Department Supplies	5500	-	-	-	500	500
Personnel Services	6035	-	-	-	500	-
Travel and Conferences	7000	-	-	-	3,000	3,000
Local Travel/Meetings/Training	7000	-	-	-	-	500
Dues and Subscriptions	7015	-	-	350	500	500
Distributed Charges	9200	-	-	-	-	-
Subtotal, Services and Supplies		-	-	350	5,250	5,000
Capital Outlay		-	-	-	-	-
Total:		**$ -**	**$ -**	**$ 1,675**	**$ 33,604**	**$ 32,576**

City Administration
City Hall/General Government — *General Fund*

Purpose

The General Government Division is responsible for providing support services for departments and divisions located at City Hall (Administration, City Manager, City Clerk, Community Development, Finance, Risk Management, Personnel, Planning and Building, not including the Police Department).

Responsibilities

- Software Licensing
- Phone System
- Building Repairs and Maintenance
- Office Equipment
- Network Support
- Utilities
- City Web Site
- Paper Supplies
- Janitorial

Significant Changes

The salary for the facility custodian is being reclassified to properly show the expense as salaries and allocated between several departments to appropriately reflect service time. There are no other significant expenditures or staffing changes for 2014-2105.

Personnel Allocation	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Facility Custodian	0.75	0.27	0.20	0.20	0.20
Total Authorized	**0.75**	**0.27**	**0.20**	**0.20**	**0.20**

History of Expenditures	*Fund*	*100 Dept 1500*				
Salaries	5100	$22,607	$23,939	$6,478	$6,834	$6,714
Overtime	5170	17	-	-	-	-
Salary/Accr/Buy	5180	448	909	246	246	-
Benefits	5200	7,958	9,473	2,692	3,020	3,702
Subtotal, Salaries and Benefits		31,030	34,321	9,416	10,100	10,416
Office Supplies	5400	413	447	2,625	1,000	1,000
Software Licensing	5410	3,216	3,211	3,915	2,000	1,000
Off-Site Records Storage	5420	600	600	600	600	600
Department Supplies	5500	3,241	3,247	1,872	1,500	1,500
Office Equipment Maintenance	5720	1,376	2,118	2,477	1,500	2,700
Copier Lease / Maintenance	5706	-	-	-	5,300	6,000
Equipment Repairs & Maint.	5720	-	61	299	-	-
Janitorial Service		356	98	85	100	-
Building Repairs	5740	235	1,785	4,019	1,500	500
Network Support	5775	6,667	6,141	8,181	9,600	10,000
Telephone Network Support	5776	928	1,101	283	-	800
Website Hosting & Maintenance	5780	7,560	7,938	8,431	1,144	1,150
Professional/Elections Consultant	6025	-	-	5,000	-	30,000
Telephone	6200	4,328	3,820	3,736	3,800	4,000
Utilities	6505	4,610	4,510	4,648	4,200	4,500
Subtotal, Services and Supplies		33,530	35,077	46,171	32,244	63,750
Capital Outlay		-	4,411		-	
New Phone System (25%)		-	-	1,050	17,580	-
	Total:	**$ 64,560**	**$ 73,809**	**$ 56,637**	**$ 59,924**	**$ 74,166**

City Administration
Risk Management/Human Resources

General Fund

Purpose

The Risk Management Division is responsible for managing the insurance and safety programs of the City. The City is a member of the Redwood Empire Municipal Fund (REMIF), a municipal self-insurance plan. The program insures liability, property, earthquake/flood, auto physical damage, boiler and machinery and employee bonds. Premium costs for all programs except workers comp are allocated on a percentage basis. Workers comp premium costs are allocated based on wages and are included in each department's/division's benefit costs.

The Human Resources Department is responsible for attracting, retaining and developing talented, productive and motivated employees. The Human Resources Division is also responsible for personnel training for employees and supervisors.

Responsibilities

- Oversight of insurance programs
- Property, auto and equipment inventory
- Safety programs and training
- Accident/Incident assessment and response
- Conducting employment recruitments
- Maintaining the City's classification, compensation, and benefit plans
- Evaluating and coordinating training and development needs
- Providing assistance in labor relations, negotiations, performance evaluation, and discipline
- Providing assistance to employees in the interpretation of applicable labor law and City personnel rules
- Encouraging an environment for employees that enhances personal and professional development

Significant Changes

None.

Personnel Allocation	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Assistant City Manager	0.25	0.25	-	-	-
City Clerk/Human Resources Mngr	-	-	-	0.20	0.20
Administrative Assistant	-	-	0.25	0.15	0.15
Total Authorized	**0.25**	**0.25**	**0.25**	**0.35**	**0.35**

History of Expenditures	Fund 100 Dept 1600					
Salaries/Overtime	5100	$16,126	7,994	13,635	426	$17,189
Salary/Accr/Buy	5180	-	728	517	-	
Benefits	5200	6,770	3,853	85	250	10,387
Subtotal, Salaries and Benefits		22,896	12,575	14,237	676	27,576
W.C. Ded & Related Costs	5205	33,551	9,842	35,450	33,551	11,460
Unemployment Insurance	5220	45,733	36,941	35,570	30,000	35,000
Health and Welfare Benefits	5265			-		5,000
Office Supplies	5400	-	-	53	750	500
Dept Supplies/Base Materials	5500	-	-	-	500	750
Legal Services	6020	-	-	-	1,500	4,000
Professional Services	6025	-	-	-	-	1,000
Advertising	6300	-	-	-	-	500
Liability Insurance	6350	178,837	171,259	155,744	178,837	130,011
Claims Settlement	6360	(3,159)	4,290	899	2,000	2,000
Travel & Conf/Training	7000	1,889	21	423	500	500
Dues & Subscriptions	7015	-	-	(262)	500	100
Subtotal, Services and Supplies		256,851	222,353	227,877	248,138	190,821
Total Capital Outlay	8527	-	530	277	-	
Total		**$ 279,747**	**235,458**	**242,391**	**248,814**	**$ 218,397**

Finance

City of Fortuna

City Administration
Finance

General Fund

Purpose

The Finance department is responsible for providing responsible financial management of City Funds. Responsibilities include:

- **Financial Accounting and Reporting:** Recording all transactions in the general ledger for the City and Successor Agency; process accounts payable and all invoices; payroll for all City employees; quarterly and annual payroll and sales tax returns, billing and collection for City utility services, FBID billing and collections, business licenses, grant expenditures. Numerous financial reports to outside agencies. Coordinates with outside auditor and assists in completion of Comprehensive Annual Financial Report.
- **Asset Management:** Investing of idle funds; controlling fixed assets; collecting of accounts receivable.
- **Budgeting:** Projecting revenues, preparing the annual budget document; monitoring compliance with the adopted budget. Assists City departments with budget preparation and compliance.
- **Business Licensing:** Manages the issuance, renewal, billing, and audit of business licenses within the City.
- **Tax and Assessment Administration:** Ensuring that all local taxes and assessments are remitted; ensuring that the City receives its portion of taxes and assessments levied.
- **Benefit Administration:** Ensures all eligible City employees are enrolled in available health and welfare programs; manages workers' compensation claims; arranges for pre-employment physicals; ensures employees are updated regarding health and welfare benefit changes.
- **Housing Administration:** Responsible for administering City housing programs. Monitors compliance with programs, collects accounts receivables, processes loan payoff requests and responsible for annual reporting as required.
- **Utility Services:** Bills and collects for all utility services; arranges for new utility services; dispatch utility workers; processes all payments made in person; resolves water service problems encountered by utiltity customers.
- **Debt Service Administration:** Coordinating the issuance of debt instruments; ensuring compliance with lender and regulatory restrictions; processing repayments of debt.
- **General Administration:** Answering the City's general telephone lines; routes visitors to City Hall; processes internal and external mail services; coordinates the purchase of office supplies and furnishings.

Significant Changes

None.

Personnel Allocation	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Finance Director	0.38	0.38	0.38	0.40	0.43
Senior Account Clerk III	0.15	0.15	0.15	0.19	0.19
Senior Account Clerk II	0.30	0.30	0.30	0.30	0.30
Account Clerk II	0.30	0.30	0.30	0.15	0.30
Total Authorized	**1.13**	**1.13**	**1.13**	**1.0425**	**1.22**

History of Expenditures	*Fund*	*100 Dept 1200*				
Salaries	5100	$65,550	61,398	55,127	49,084	$60,619
Part-time Regular	5165	483	2,427	2,370	0	-
Overtime	5170	707	94	0	450	600
Vacation Buyback		3,226	1,112	2,701	1,188	-
Benefits	5200	22,683	23,730	20,518	22,610	27,472
Subtotal, Salaries and Benefits		92,649	88,761	80,716	73,332	88,691
Office Supplies	5400	9,196	7,037	7,765	9,000	7,000
Department Supplies	5500	552	219	0	600	600
Software Maint.	5710	3,387	3,387	3,387	3,600	3,600
Acctg Software Training	6015	2,271	0	0	3,000	1,000
Prof Srvc/Permit/Insp	6025	-	500	24	300	-
Travel and Conferences	7000	1,035	0	0	1,000	1,500
Training	7005	178	405	135	2,080	3,000
Dues and Subscriptions	7015	390	479	300	600	600
Distributed Charges	9200	(1,625)	-1,500	-1,473	-1,500	(1,500)
Subtotal, Services and Supplies		15,384	10,527	10,138	18,680	15,800
Computer/Monitors/Printer	8103	-	0	2,773	1,600	1,400
Total		**$108,033**	**99,288**	**93,627**	**93,612**	**$105,891**

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General Fund
Community Development

City of Fortuna

Community Development

Development Review

Special Funds/General Fund

Purpose

Development Review reviews and processes land development applications in relation to the City's Subdivision Ordinance, the Subdivision map Act as well as other Local and applicable State and Federal regulations. Development Review also reviews public improvement plans for subdivisions and other developments to confirm compliance with City improvement standards and specifications.

Responsibilities

- Updates and amendments to the General Plan
- Parcel Maps
- Major subdivision maps
- Conditions of Approval Compliance
- Map extensions
- Lot line adjustments
- Right-of-way adjustments
- Certificates of compliance

Significant Changes

Reduction of Staff - Associate Planner

General Fund Contribution
Building and Development Review

Revenue (Fees):	**$207,806**	**$170,558**	**$152,260**	**$187,750**
Expenditures				
Building Expenditures	198,129	202,105	206,912	180,922
Development Review Expenditures	196,111	184,659	172,336	151,976
	394,240	386,764	379,248	332,898
Surplus/Deficit	$ (186,434)	$ (216,206)	$ (226,988)	$ (145,148)
General Fund Support	**$ 186,434**	**$ 216,206**	**$ 226,988**	**$ 145,148**

Community Development

Development Review

Special Funds/General Fund

Personnel Allocation

	2010-11	2011-12	2012-13	2013-14	2014-15
City Manager (Acting CDD)	0.15	0.15	0.15	0.12	0.12
Administrative Assistant	0.50	0.50	-	0.05	-
Deputy Director of Community Development	0.50	0.50	0.50	0.50	0.50
Assistant Planner	0.50	-	-	-	-
Associate Planner	-	0.50	0.50	0.50	
Building Official	0.20	0.20	0.20	0.20	0.20
Account Clerk II	0.05	0.05	-	0.05	-
Finance Director	0.03	0.03	0.03	0.03	-
Engineering Technician II	0.60	0.60	0.30	0.10	-
Engineering Technician III	-	0.60	0.20	0.10	-
Development Service Manager	-	-	-	-	0.10
Deputy City Clerk	0.25	-	-	-	-
Senior Administrative Assistant	-	0.25	0.05	-	-
Senior Account Clerk III	-	-	0.05	-	-
Public Works Director/City Engineer	0.05	0.05	0.05	-	-
Deputy PW Director - General Services	0.05	-	-	-	-
General Services Superintendent	-	0.05	-	-	-
Total Authorized:	**2.88**	**3.48**	**2.03**	**1.65**	**0.92**

History of Expenditures

		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Development Review *Fund*	*120 Dept 3100*					
Salaries	5100	$117,745	$123,314	$99,089	$100,664	$88,428
Part-time Regular	5165	20	910	2,763	-	
Overtime	5170	252	62	-	50	-
Vacation Buyback	5180	1,392	4,189	3,501	3,170	-
Benefits	5200	44,184	49,674	46,051	51,625	45,598
Subtotal, Salaries and Benefits		163,593	178,149	151,404	155,510	134,026
Office Supplies	5400	62	31	-	100	100
Computer Software	5410	2,280	-	-	-	-
Departmental Supplies	5500	40	452	62	100	100
Permit Tracking Software Maint.	5710	160	1,520	-	-	-
Vehicle Repairs	5715	64	-	-	-	-
Network Support (A)	5775	3,733	-	-	-	-
Audit Fees	6000	672	-	-	-	-
Engineering Services	6005	1,976	2,528	28,175	11,000	17,000
Professional & Legal Services	6025	520	-	433	-	-
New General Plan	6065	61,952	43	18	200	-
Zoning Code Update	6066	1,810	5,228	1,517	1,000	-
Advertising	6300	778	1,433	628	1,000	750
Transfer to Balance	9300	-	-	(199)	-	-
Subtotal, Services and Supplies		74,047	11,235	30,634	13,400	17,950
Capital Outlay	8271	7,822	6,727	2,620	3,426	-
Total:	**5265**	**$245,462**	**$196,111**	**$184,658**	**$172,336**	**$151,976**

Community Development
Building

General Fund

Purpose

The Building Divisions' purpose is to provide building plan check and building site inspection services for new construction and remodels of residential and commercial projects. The Building Division 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 for all structures within the City. It also ensures safety by following State regulations in its plan reviews and inspections.

Responsibilities

- Plan review
- Building inspections
- Building code enforcement
- Public information regarding building codes
- Assign addresses to new structures
- Application of California Title 24 accessibiltiy regulations
- Review business licenses for compliance with buiding codes
- Review and approve encroachment permits

Significant Changes

Reduction in Staff - The Engineering Technician II position will remain vacant this fiscal year and Retirement of Associate Planner in October

Personnel Allocation

	2010-11	2011-12	2012-13	2013-14	2014-15
City Manager (Acting CDD)	0.03	0.03	0.03	0.03	0.03
Administrative Assistant (CM)	0.50	0.50	-	0.05	-
Deputy Director of Community Development	0.10	0.10	0.10	0.10	0.10
Assistant/Associate Planner	0.10	0.10	0.10	0.10	
Building Official	0.80	0.80	0.80	0.80	0.80
Building Inspector	1.00	1.00	1.00	1.00	1.00
	0.10	0.10	-	0.10	-
Vehicle & Equipment Mechanic	0.02	0.02	0.02	0.02	0.02
Engineering Technician II	-	-	0.05	0.05	-
Senior Administrative Assistant	-	0.05	0.05	-	-
Senior Account Clerk III	-	-	0.10	-	-
Total Authorized:	**2.65**	**2.70**	**2.25**	**2.25**	**1.95**

Community Development

Building

General Fund

History of Expenditures

			2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Building	***Fund***	***120 Dept 3000***					
Salaries		5100	$110,883	$127,814	$127,591	$125,984	$104,413
Part-time Regular			-	181	689	-	-
Overtime			633	141	460	100	-
Vacation Buyback			2,085	3,991	3,601	2,502	-
Benefits		5200	43,921	53,261	56,828	60,626	62,159
Subtotal, Salaries and Benefits			157,522	185,388	189,169	189,212	166,572
Office Supplies		5400	525	796	423	500	500
Department Supplies		5500	350	653	432	500	500
Fuel & Oil		5505	1,331	1,708	2,099	2,000	1,500
Equipment Maintenance		5705	222	333	347	250	250
Code Enforcement		5708	348	299	-	500	500
Software Maintenance		5710	-	-	-	-	500
Vehicle Repair & Maintenance		5715	367	1,600	-	150	500
Janitorial Service			86	24	21	-	-
Building Repairs			47	306	822	-	-
Phone System (A)			34	-	-	-	-
Audit Fees			(672)	-	-	-	-
Engineering Services		6005	-	780	2,970	2,000	2,000
Prof Srvc/Permit/Insp			-	-	394	-	-
Personnel Services		6035	2,865	-	-	500	500
FPIC Admin. Fees			1	1	-	-	-
Telephone		6200	468	475	775	500	500
Advertising		6300	692	368	-	1,000	500
Insurance		6350	1,500	1,500	1,500	1,500	1,500
Utilities		5265	814	786	820	850	850
Travel & Conferences		7000	2,018	-	-	2,000	1,000
Training		7005	345	-	-	-	500
Certification Exams			-	80	-	2,000	-
Dues & Subscriptions		7015	150	519	-	750	750
Distributed Chgs from other dept.		9250	2,708	2,500	2,102	1,500	1,500
Subtotal, Services and Supplies			14,199	12,728	12,705	16,500	13,850
Capital Outlay		8103	3,926	13	231	1,200	500
	Total:		**$175,647**	**$198,129**	**$202,105**	**$206,912**	**$180,922**

Community Development
Planning

General Fund

Purpose

Planning is responsible for administering the orderly development of the community through implementation of the General Plan, Zoning Ordinance as well as other related regulations and State and Federal mandates. The purpose of Planning is to administer land use programs in a manner that fosters economic vitality and responsiveness to public needs and promotes customer service and delivery of programs in a cost-effective manner.

Current Planning activities include administration and implementation of the City's established goals and policies through the administration of and enforcement of the local zoning and subdivision ordinances, Subdivision Map Act, California Environmental Quality Act and other Local, State or Federal mandated regulations, statutes and/or programs. Planning endeavors to promote understanding and public interest in the planning process and the numerous regulations pertaining to it by providing public information services to the citizens of Fortuna. Planning also supports other city departments through preparation of environmental studies, documents and review of City projects.

Responsibilities

- Receive and review applications for planning related purposes (development permits/zoning clearances, conditional use permits, variances, rezones and design review)
- Zoning ordinance implementation and enforcement
- General Plan compliance and consistency determinations
- Housing Element review and updates
- Annexations through LAFCO
- Support for and presentations to the Planning Commission, City Council and Zoning Administrator
- Provide the public with procedural and technical information
- Review business licenses, encroachment permits and sign permits
- Pre-application meetings
- Provide general assistance and support to the public

Significant Changes

Reduction of Staff - Associate Planner

Personnel Allocations	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Deputy Director of Community Development	0.20	0.20	0.20	0.30	0.30
Associate Planner	0.40	0.40	0.40	0.40	
Special Projects Planner	-	-	0.20	0.20	-
Total Authorized:	**0.60**	**0.60**	**0.80**	**0.90**	**0.30**

History of Expenditures	*Fund*	*120 Dept 5000*				
Salaries	5100	$32,218	35,465	39,564	39,924	$26,500
Part-time Regular	5165	11,148	8,330	6,265	8,000	-
Vacation Buyback	5180	250	-212	1,515	1,531	-
Benefits	5200	15,600	17,328	19,857	21,280	10,884
Subtotal, Salaries and Benefits		59,216	60,911	67,201	70,735	37,384
Office Supplies	5400	306	206	383	3,000	500
Department Supplies	5500	51	133	3,796	200	100
Prof Srvs/Permit/Insp	6025	394	195	464	2,000	-
Travel & Conferences	7000	670	1,319	-420	500	500
Planning Commission	7600	3,056	2,762	2,345	3,000	2,000
Televised Meeting Costs	7616	552	1,121	1,213	1,000	1,200
Subtotal, Services and Supplies		5,029	5,736	7,781	9,700	4,300
Capital Outlay		809	0	1,643	2,700	-
Total:		**$65,054**	**66,647**	**76,625**	**83,135**	**$41,684**

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General Fund
Parks & Recreation

City of Fortuna

Parks and Recreation
Parks Maintenance

General Fund

Purpose

The Parks Department is responsible for the maintenance and upkeep of all buildings located within the City's park system and the maintenance and upkeep of all City owned landscape areas.

Responsibilities

- Rohner Park
- Newburg Park
- River Lodge
- Monday Club
- Downtown Flower Bulbs
- Fortuna Boulevard
- Chamber Park
- LID Parking Lots/City Hall

Significant Changes

None.

Personnel Allocation	2010-11	2011-12	2012-13	2013-14	2014-15
Facility Custodian	-	0.11	0.10	0.10	0.10
Parks & Rec Director	0.50	0.50	-	-	-
Park Maintenance Worker II	2.80	1.90	1.90	1.90	1.80
Park Maintenance Worker III	1.00	1.90	1.00	1.00	0.95
Lead Park Maintenance Worker	-	-	0.90	0.90	0.85
Vehicle & Equipment Mechanic	0.09	0.18	0.18	0.18	0.18
Public Works Director/Engineer	-	-	0.10	0.10	0.05
Total Full Time Employees:	4.39	4.59	4.18	4.18	3.93
Seasonal/Part-time Workers (4 Pt)	2.70	2.70	2.70	2.70	2.70
Total Authorized:	**7.09**	**7.29**	**6.88**	**6.88**	**6.63**

Parks and Recreation
Parks Maintenance

General Fund

History of Expenditures	Fund	100 Dept 5450	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Salaries		5100	$152,241	$171,470	$146,199	$151,238	$150,975
Part-time Regular		5165	20,535	17,323	11,778	32,310	32,310
Overtime		5170	832	301	160	1,833	1,000
Vacation/Sick Leave Buyback		5180/5	1,129	(1,956)	6,205	4,160	-
Benefits		5200	64,049	82,974	80,773	95,248	104,224
Subtotal, Salaries and Benefits			238,786	270,112	245,115	284,789	288,509
Office Supplies		5400	191	365	336	500	500
Software (A)			-	-	3,051	-	-
Department Supplies		5500	25,877	21,675	24,165	23,000	22,000
Vehicle Fuel & Oil		5505	6,722	6,960	5,449	7,500	5,500
Equipment Fuel & Oil		5510	3,145	3,840	3,937	4,500	4,000
Janitorial & Paper Supplies		5565	4,540	6,262	3,997	4,500	4,000
Special Event Supplies		5570	2,196	707	2,018	2,500	2,500
Office Equipment Maintenance		5705	699	890	846	1,000	1,850
Vehicle Repairs & Maintenance		5715	1,869	2,288	1,930	2,500	2,500
Equipment Maintenance		5720	2,726	4,670	2,129	5,000	3,000
Alarm System Maintenance		5730	440	340	340	600	600
Janitorial Service		5735	323	49	42	-	-
Building Repairs & Maintenance		5740	855	2,347	4,070	3,500	3,000
Newburg Park Maintenance		5741	870	4,292	2,722	2,500	3,000
Median Maintenance Supplies		5742	1,004	1,809	881	1,000	1,000
Pavilion Maintenance		5743	2,922	658	838	1,000	1,000
Vandalism Repair		5745	552	737	1,302	2,000	2,000
Weed Abatement		5750	706	423	445	500	500
Contract Tree Trimming		5755	-	-	1,400	2,500	1,000
Network Support (A)		5775	118	472	196	-	-
Tools & Small Equipment		5900	1,734	1,788	923	2,000	2,000
Permit/Inspection			-	716	2	-	-
Personnel Services		5265	350	568	1,103	1,200	-
Telephone Parks Maintenance		6200	86	68	339	100	750
Utilities		6505	85,277	62,024	62,494	90,000	65,000
Fire Assessment		6720	72	72	72	72	72
Travel & Conferences		7000	846	182	196	750	1,000
Training Parks Maintenance		7005	200	23	478	1,000	1,000
Adult Sports		7215	2,287	270	1,594	1,500	2,000
Other Programs			-	-	160	-	-
Transfer			-	-	(210)	-	-
Subtotal, Services and Supplies			146,607	124,495	127,245	161,222	129,772
Capital Outlay			2,615	2,895	234	-	-
	Total:		**$388,008**	**$397,502**	**$372,594**	**$446,011**	**$418,281**

Parks and Recreation

Recreation — *General Fund*

Purpose

The Recreation Department is responsible for the adminstration of city offered youth and adult sports prgrams and collaborating with instructors and volunteer organizations to provide competitive and noncompetitive recreational opportunites. The Recreation Department also administers the reservation and scheduling of all park buildings and facilities.

Responsibilities

- Community Event Scheduling
- Adult Softball/Basketball
- Youth Basketball Programs
- Summer Fun/Kiddie Kamp/Recreation Week Programs
- Public Skate/Private Skate
- Rohner & Newburg Park Buildings, Fields, & Facility Rental/Reservation
- Coordination of field use with Eel River Little League, Eel River Babe Ruth, American Legion 76ers, Fortuna Union High School, Eel River Soccer, Eel River Football
- Staffing to provide recreational activities for EXCEL Afterschool Program
- Parks and Recreation Commission

Significant Changes

Summer Fun and Kiddie Kamp rates changed to reflect actual 2014-2015 expenditures.

Personnel Allocation	2010-11	2011-12	2012-13	2013-14	2014-15
Parks & Rec Administrative Assistant	0.87	0.88	-	-	-
Parks & Rec Office Supervisor	-	-	0.88	0.88	0.88
Recreation Supervisor	1.00	1.00	1.00	1.00	1.00
Public Works Director/Engineer	-	-	0.10	0.10	0.05
Parks & Rec Director	0.50	0.50	-	-	-
Subtotal Full-Time Employees:	2.37	2.38	1.98	1.98	1.93
Sr. Bus Dispatcher	-	0.50	0.25	0.25	0.25
Secretary	1.00	1.00	1.00	1.00	
Recreation Leaders	1.20	1.20	1.20	1.20	1.20
Recreation Aides	0.25	0.25	0.25	0.25	0.25
Recreation Program Supervisors	0.75	0.75	0.75	0.75	0.75
Total Authorized:	**5.57**	**6.08**	**5.43**	**5.43**	**4.38**

* Fee based activities

Parks and Recreation

Recreation

General Fund

History of Expenditures	Fund	100 Dept 5400	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Salaries		5100	$82,946	$87,088	$63,909	$57,099	$57,340
Salary Seasonal/PT		5125	154,118	191,919	118,656	146,863	141,700
Overtime		5170	700	126	-	583	700
Vacation/Sick Leave Buyback		5180	-	-	-	2,083	-
Benefits		5200	42,437	50,018	35,624	44,671	50,191
Subtotal, Salaries and Benefits			280,201	329,151	218,189	251,298	249,931
Office Supplies		5400	1,223	1,785	1,086	1,500	1,000
Software		5410	-	-	-	800	400
Department Supplies		5500	650	1,541	562	700	700
Network Support		5775	533	236	186	2,688	2,400
Telephone Network Support		5776	133	133	-	-	440
Website Hosting & Maintenance		5780	-	-	-	1,056	1,150
Personnel Services		6035	-	-	925	-	1,000
Credit Card Processing Fees		6060	648	658	935	800	1,500
Telephone		6200	3,241	3,374	3,438	3,500	3,500
Advertising		6300	356	385	164	1,000	500
Utilities		6505	3,868	4,124	3,992	4,500	4,500
Travel & Conferences		7000	295	355	252	600	1,000
Dues & Subscriptions		7015	35	-	50	100	100
Sports Officials		7200	13,860	11,881	14,546	15,000	12,000
Adult Sports League		7215	1,696	2,089	1,298	2,000	2,100
Summer Fun Program		7220	3,892	4,688	4,398	4,000	5,000
School Rec. Program		7221	358	772	134	1,000	1,000
Kiddie Kamp		7222	1,498	1,701	1,579	1,500	2,500
Youth Basketball League		5265	2,621	3,021	3,126	3,500	3,500
Skating Program		7230	1,298	2,290	2,439	1,500	2,000
CPR Recreation Program		7232	380	1,358	695	1,000	1,000
Excel after school supplies		7235	39,801	22,869	15,561	14,000	15,000
Teen Dance Rec Program		7247	-	362	-	1,000	1,000
Basketball Camp		7248	2,273	-	-	-	-
Reimburse Grant Exp		7251	-	17	-	-	-
Volleyball Program		7252	-	413	(72)	-	1,000
Subtotal, Services and Supplies			78,659	64,052	55,294	61,744	64,290
Capital Outlay			1,391	24	1,303	11,435	
Skate Repair & Computer		8103					5,750
	Total:		**$360,251**	**$393,227**	**$274,786**	**$324,477**	**$319,971**

* Fee based activities

Parks and Recreation
Museum

General Fund

Purpose

The Depot Museum was established for the preservation of the Northwestern Pacific Depot Building and the housing, preservation and display of items of historical significance to Fortuna and the Eel River Valley.

Responsibilities

- Promote the Museum during Citywide festivals and events
- Preserve items of local historical significance
- Assist schools with local historical research
- Participate in Historical Commission

Significant Changes

None.

Personnel Allocation		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Museum Curator (PT)		0.50	0.50	0.50	0.50	0.50
	Total:	**0.50**	**0.50**	**0.50**	**0.50**	**0.50**

History of Expenditures	*Fund*	*100 Dept 5600*				
Part-time Regular	5165	$10,886	$11,689	$12,500	$11,000	$15,120
Benefits	5200	636	684	759	2,280	3,680
Subtotal, Salaries and Benefits		11,522	12,373	13,259	13,280	18,800
Office Supplies	5400	354	469	421	500	500
Department Supplies	5500	689	673	64	1,000	1,000
Gift Shop Purch Railroad Museum		276	127		500	
Alarm System	5730	46	276	276	300	300
Building Repair & Maintenance	5740	0	89	577	1,000	750
Telephone	6200	134	0	0	200	
Advertising	6300	3,473	60	60	1,000	500
Utilities	6505	35	3,441	3,050	3,500	3,500
Training Expenses	7005	0	0	0	200	100
Dues & Subscriptions	7015	0	65	65	300	150
Subtotal, Services and Supplies		5,007	5,200	4,513	8,500	6,800
	Total:	**$16,529**	**$17,573**	**$17,772**	**$21,780**	**$25,600**

Museum Exhibit Acquisition Fund	*Fund*	*100 Dept 5610*				
Department Supplies	5500	1,038	3,608	97	1,000	1,000
Gift Shop Purchases/CGS	5550	928	111	743	1,000	1,000
Subtotal, Services and Supplies		1,966	3,719	840	2,000	2,000
Capital Outlay:						
Collection Acquisitions	8279	27	39	1,293	0	
Indian Exhibit Acquisitions	8279	-	-		1,000	1,000
Total		**$1,993**	**$3,758**	**$2,133**	**$3,000**	**$3,000**
	Total:	**$18,522**	**$21,331**	**$19,905**	**$24,780**	**$28,600**

Parks and Recreation
River Lodge & Monday Club

Special Revenue/General Fund

Purpose

The River Lodge Conference Center was built in 1998 in response to a need for a regional facility that could be used for conferences, seminars, community activities, weddings and other events. The facility is located next to several hotels and restaurants that benefit from the events at the facility. The events result in increased sales taxes and transit occupancy taxes for the City of Fortuna. River Lodge also has a visitor center as well as a gallery which specializes in products made by local artisans.

The Monday Club was built circa 1930 by a local women's group called "The Monday Club". It was later purchased by the Fortuna Concert Series which donated it to the City in 1999. The facility is used by the Fortuna Concert Series and other small groups.

RESPONSIBILITIES

- Manage the daily and ongoing operations of the River Lodge and Monday Club, including promotion and advertising, event coordination and maintenance and upkeep of the facilities and equipment
- Carry out annual events including the Bridal Faire and Holiday Craft Faire
- Liaison with the Fortuna Chamber of Commerce Tourism Committee to promote events that will involve the use of River Lodge, promote tourism, and benefit the community
- Provide excellent customer service by assisting facility users as needed
- Maintain a state of the art facility with appropriate equipment to satisfy a variety of clientele

Significant Changes

There are no significant expenditures or staffing changes anticipated this fiscal year.

PERSONNEL ALLOCATION

	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Facility Custodian	0.25	0.20	0.20	0.20	0.20
Park Maintenance Worker II	0.20	0.10	0.10	0.10	0.10
Park Maintenance Worker III	-	0.10	0.10	-	-
Lead Park Maintenance Worker	-	-	-	0.10	0.10
Conference Center Coordinator	1.00	1.00	1.00	-	-
Conference Center Supervisor	-	-	-	1.00	1.00
Conference Center Manager	1.00	1.00	1.00	1.00	1.00
Conference Center Worker (3 PT)	2.50	2.50	2.50	2.50	0.91
Total Authorized	4.95	4.90	4.90	4.90	3.31

River Lodge & Monday Club Revenue & Expenditures

	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Revenues:	$235,701	$239,789	$301,468	$226,569
Expenditures:				
River Lodge	275,449	272,942	304,718	294,883
Monday Club	13,874	16,025	19,750	16,686
Total Expenditures:	289,323	288,967	324,468	311,569
Surplus/Deficit	$ (53,622)	$ (49,178)	$ (23,000)	$ (85,000)
General Fund Support	**$ 210,100**	**$ 83,145**	**$ 23,000**	**$ 85,000**

Parks and Recreation
River Lodge & Monday Club

Special Revenue/General Fund

History of Expenditures		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
River Lodge	***Fund 160 Dept 5800***					
Salaries	5100	$ 77,468	$ 80,343	$ 81,433	$ 88,029	$ 86,988
Salary Regular/PT	5165/25	20,540	16,389	14,952	25,000	17,000
Overtime	5170	260	81	134	1,067	500
Salary/Accr/Buy	5180	-	1,151	1,365	2,144	-
Benefits	5200	36,150	45,443	47,656	54,232	57,983
Subtotal, Salaries and Benefits		134,418	143,407	145,540	170,471	162,471
Office Supplies	5400	1,772	1,774	1,230	2,000	1,000
Computer Software	5410	54	-	-	320	160
Department Supplies	5500	5,456	3,789	5,047	5,000	5,500
Kitchen Supplies	5539	2,086	4,592	1,180	2,500	2,000
Facility Catering	5540	15,124	14,634	12,883	1,000	12,000
Facility Catering Linen	5265	1,312	1,357	1,037	1,500	1,500
Catering - Other Misc Costs	5546	1,512	1,114	1,214	1,500	1,500
User Group Linen	5547	6,932	5,569	6,262	7,000	7,000
Gift Shop Purchases/CGS	5550	18,928	13,088	14,067	15,000	12,000
Visitor Center Supplies	5560	236	339	514	500	500
Janitorial Supplies	5565	5,394	6,281	4,280	6,000	5,000
Special Events - Bridal Faire	5571	4,371	5,181	5,594	5,000	3,000
Special Events - Craft Faire	5572	1,791	2,002	615	1,500	2,000
Kitchen Chemicals	5575	1,721	2,012	1,974	2,000	2,000
River Lodge Discounts	5581	19,515	16,733	18,099	20,000	15,000
Office Equipment Maintenance	5705	720	735	818	1,000	500
Equipment Lease	5706	1,120	1,107	1,158	1,500	1,500
Software Maintenance	5710	-	-	99	1,000	500
Equipment Maintenance/Repair	5720	2,628	2,500	-	2,000	2,050
Alarm System	5730	207	207	242	500	300
Network Support	5775	533	236	372	1,152	1,200
Telephone Network Support	5776	111	-	-	-	400
Website Host & Maintenance	5780	-	-	-	1,056	1,150
Personnel Services	6035	740	-	30	500	1,000
Credit Card Processing Fees	6060	1,316	1,399	1,198	1,500	1,300
Telephone	6200	5,364	5,428	5,565	7,000	6,000
Advertising	6300	6,793	7,803	7,206	7,000	8,000
Utilities	6505	22,215	27,088	26,756	25,000	25,000
Rent/Fire Assessment	6720	36	36	36	1,236	36
Travel & Conference/Training	7000	38	295	14	1,500	1,000
Contingency	7612	38	-	(208)	-	4,566
Services and Supplies		134,139	132,042	126,068	129,764	131,662
Capital Outlay	8103	-	-	1,334	4,483	750
Subtotal River Lodge:		**$268,557**	**275,449**	**272,942**	**304,718**	**294,883**
Monday Club	***Fund 160 Dept 5700***					
Part-time Regular	5165	1,449	1,542	1,692	2,000	2,000
Benefits	5200	107	114	144	414	100
Department Supplies	7405	124	218	478	500	350
Mon Club Disc	5582	6,760	6,190	6,450	7,000	5,000
Equipment Maintenance/Repair	7425	422	598	2,146	1,500	1,500
Janitorial/Building Repairs	5740	20	950	668	1,500	2,000
Telephone	6200	187	188	191	300	200
Advertising	6300	250	-	-	500	500
Utilities	6505	4,380	4,038	4,220	6,000	5,000
Fire Assessment	6720	36	36	36	36	36
Subtotal Monday Club:		**$13,735**	**13,874**	**16,025**	**19,750**	**$16,686**
Total:		**$ 282,292**	**$ 289,323**	**$ 288,967**	**$ 324,468**	**$ 311,569**

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Community Services

City of Fortuna

City Administration
Community Promotion

General Fund

Purpose

The Community Promotion department provides assistance for various community events and organizations that promote tourism, business events, and community activities. Community Promotion activities create increased economic activity with the City of Fortuna and provides residents and vistors with family-friendly events that can be enjoyed by all. Whether it is through increased sales for our local merchants or showcasing the City of Fortuna's natural beauty and friendly nature, community promotions benefit residents, businesses, and surrounding communities. Ultimately the City of Fortuna is a direct beneficiary of these activities through increase dsales and transient occupancy taxes that contribute to providing a myriad of services to city residents.

Events Include:

- Rodeo (estimated value of resources provided - $26,000)
- AutoXpo (estimated value of resources provided - $13,000)
- Art and Wine in the Park (estimated value of resources provided - $700)
- Hops in Humboldt (estimated value of resources provided - $2,300)
- Apple Harvest (estimated value of resources provided - $2,500)
- Fortuna Fireworks Festival (estimated value of resources provided - $2,300)

The City provides the following City facilities:

- Chamber of Commerce Building
- FBID office at the Monday Club
- Use of the Monday Club for weekly Chamber of Commerce meetings

Responsibilities

Provide appropriate City resources for various activities that provide a public benefit to the City of Fortuna. City of Fortuna staff provide support by participating in various community events including Annual Chamber of Commerce Dinner, League of Women Voters Luncheon, and Kiwanis Luncheon.

Significant Changes

Staff anticipates minor support for events planned for the 2014-15 Fiscal Year.

Personnel Allocation

No personnel are directly allocated to Community Promotion

History of Expenditures	Fund 100 Dept 5200	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Department Supplies	5500	$ -	$0	0	0	$1,000
Chamber of Commerce	6800	30,537	29,520	20,543	17,000	13,000
Chamber of Comm. TOT Allocation	6801	47,214	45,084	47,212	47,000	50,400
FBID Facility Rent	6804	2,600	2,400	2,400	2,400	2,400
Public Art Project	6000	1,000	-	-	-	-
Community Events	6814	1,730	1,450	1,995	1,600	2,000
Business Improvement District	7625	50,790	54,596	51,835	53,000	55,000
	Total:	**$ 133,871**	**$133,050**	**123,985**	**121,000**	**$123,800**

City Administration
Library

General Fund

Purpose

The Fortuna branch of the Humboldt County Library: "Provides resources and opportunities to support lifelong learning, local heritage, and the cultural, recreational, and information needs of our communities."
~ Humboldt County Library Mission Statement

The Fortuna Library has books, audio books, internet access and reference materials to provide the public with a variety of books, research materials, internet access and other means to enrich their lives and access information.

The Memorandum of Understanding between the City of Fortuna and the Humboldt County Library is the agreement establishing the Fortuna branch of the Library. The City provides the building, janitorial services, building repairs and maintenance, utilities and property and liability insurance on the building. The estimated annual value of the contribution is $25,000. The Library is responsible for items in the interior of the building, supplies, equipment repairs and maintenance and insurance on the contents of the library.

Responsibilities

- Provide City resources to assist in maintaining a viable branch of the Humboldt County Library in the City of Fortuna

Significant Changes

None.

Personnel Allocation

	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Facility Custodian	-	0.10	0.10	0.10	0.10
Total Authorized	**-**	**0.10**	**0.10**	**0.10**	**0.10**

History of Expenditures

Fund 100 Dept 5500

Salaries	5100	$ -	$0	3,239	3,417	$3,357
Vacation Buyback	5180	-	-	123	123	-
Benefits	5200	-	-	1,346	1,510	1,851
Subtotal, Salaries and Benefits		-	-	4,708	5,050	5,208
Office Supplies	5400	257	99	146	0	-
Janitorial	5735	172	49	42	100	50
Building Repairs	5740	136	578	3	500	-
Utilities	6505	5,861	4,489	4,579	6,000	4,500
Property Tax	6720	36	36	36	36	-
Facility Rent	6806	15,600	14,400	0	0	-
Subtotal, Services and Supplies		22,062	19,651	4,806	6,636	4,550
Capital Outlay	8285	1,571	-	0	0	-
Total:		**$ 23,633**	**$19,651**	**9,514**	**11,686**	**$9,758**

General Fund
Police Services

City of Fortuna

Police Department

General Fund

Purpose

The Police Department is responsible for the protection of life and property through mainenance of public order, the fair and impartial enforcement of laws, safeguarding the Constitutional Rights of all and the regulation of motor vehicles.

The Department is committed to serving the citizens of Fortuna by continually seeking community opinon and involvement, engaging in police-community crime prevention, public safety education and coopertative efforts with other public and private agencies.

The Department strives for excellence in purpose and performance. Fairness, honesty and integrity are mainstays in Departmental relationships. It is a continuing goal of the Police Department to recruit and retain the most qualified police employees for the City of Fortuna.

Responsibilities

- To maintain and enhance if possible, the level of service to the growing community by deploying personnel and resources effectively and utilizing volunteers
- To be good financial mangers, expending fiscal resources wisely and at the same time developing and expanding City revenues when applicable
- To enhance our poice-community relationshops through new and existing programs
- To emphasize departmental training and personnel development in order to professionally serve the community
- To adhere to the Police Code of Ethics and the Fortuna Police Department Statement of Values

Significant Changes

None anticipated for FY 2014/15

Personnel Allocation	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Chief of Police	1.00	1.00	1.00	1.00	1.00
Lieutenant	1.00	1.00	1.00	1.00	1.00
Sergeants	3.00	4.00	4.00	4.00	4.00
Police Officers	8.00	7.00	9.00	9.00	9.00
Detectives	1.00	2.00	-	-	-
Youth Services Officer	1.00	1.00	-	-	-
Crime Prevention Officer	1.00	1.00	-	-	-
Office Supervisor	1.00	1.00	1.00	1.00	1.00
Community Service Officer	6.00	6.00	7.00	7.00	7.00
Lead Community Services Officer	1.00	1.00	-	-	-
Records Clerk/Relief Dispatcher II	1.00	1.00	1.00	1.00	1.00
Vehicle & Equipment Mechanic	0.13	0.37	0.37	0.37	0.37
Facility Custodian	-	0.22	0.20	0.20	-
Kennel Technician PT	-	0.50	0.25	0.50	0.50
Evidence Technician PT	0.50	0.50	0.50	0.25	0.25
Total Positions	**25.63**	**27.59**	**25.32**	**25.32**	**25.12**

Police Department All Funds Combined

	2010-11	2011-12	2012-13	2013-14	2014-15
General Fund Revenue					$335,511
Special Revenues					173,866
General Fund Subsidy					2,250,734
Total Revenue:					$2,760,111
Salaries and Benefits	$2,169,317	$2,229,939	$2,225,035	$2,357,510	2,339,335
Service and Supplies	$358,890	$357,409	$311,516	$414,774	376,392
Capital Outlay	$11,781	$26,392	7,758	23,640	44,384
Total Expenditures:	$2,539,988	2,613,740	2,544,309	2,795,924	$2,760,111

Police Department **General Fund**

Police Services	Fund 100 Dept 2000	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Budget	2014-15 Request
Salaries	5100	$1,011,989	1,028,180	1,263,320	1,257,173	$1,233,363
Part-time Regular	5165	16,198	4,961	5,223	5,000	5,000
Overtime	5170	105,236	110,405	148,666	150,000	78,000
Holiday Pay	5175					63,254
Vacation/Sick Leave Buyback	5180	34,016	33,148	21,924	34,212	-
Benefits	5200	492,534	565,652	709,905	816,057	874,918
Residency Pay	5265			-		6,720
Uniform Allowance	5260	12,968	15,450	19,975	21,600	20,600
Subtotal Salaries and Benefits		1,672,941	1,757,796	2,169,013	2,284,042	2,281,855
Office Supplies	5400	14,508	12,141	12,131	10,000	8,000
Software	5410	-	-	16,311	2,480	1,240
Department Supplies	5500	29,449	21,655	18,117	20,000	18,000
Vehicle Fuel & Oil	5505	56,109	56,538	58,593	50,000	50,000
Ammunition/Range Supplies	5515	4,135	4,025	2,412	4,000	5,000
Radio & Equipment Maint.	5700	1,634	1,788	6,732	3,000	2,000
Office Equipment Maint.	5705	602	1,289	1,590	2,000	8,800
Code Enforcement	5708	-	-	-	1,000	
Vehicle Repairs & Maint.	5715	24,286	23,870	22,727	20,000	15,000
Equipment Repairs & Maint.	5720	6,822	5,309	2,932	7,000	5,000
Janitorial Service		534	147	127	-	-
Building Repairs	5740	1,794	525	193	1,500	3,000
Network Support	5775	6,667	6,614	14,131	14,592	15,600
Phone Network Support	5776	918	133	53	-	1,000
Website Hosting & Maintenance	5780	-	-	-	1,144	1,150
Professional Services	6025	672	851	3,505	2,000	5,000
Permit/Inspection		-	187	24	25	-
Personnel Service	6035	10,185	4,162	4,320	5,000	7,000
Credit Card Processing Fees	6060	694	648	808	560	700
Telephone	6200	18,746	18,192	17,506	17,000	17,000
CLEWS/CLETS Service	6215	8,630	9,856	8,954	9,500	5,000
Codification	6225	1,368	-	-	1,400	1,400
Eureka Records/Dispatch	6230	-	10,582	11,076	23,500	25,000
Utilities	6505	13,560	13,102	13,671	14,000	14,000
DUI/DOJ Testing Fees	6600	3,723	7,135	5,629	7,000	7,000
Live scan Fees	6625	13,892	15,708	10,988	14,000	14,000
Booking Fees	6705	3,856	6,890	6,033	6,000	-
Travel & Conferences	7000	4,687	6,303	4,546	5,000	7,500
Training	7005	17,274	23,119	17,009	20,000	25,000
Dues & Subscriptions	7015	1,903	2,222	2,711	2,800	3,500
Special Expense	7405	6,986	7,160	11,995	15,000	15,000
SCOP Volunteers	7415	191	899	1,151	1,000	1,000
Police Explorer- Chaplains	7425	100	-	-	500	500
RARC/DARE		-	427	61	-	-
Veterinary Expense		-	-	547	-	-
Abandoned Vehicle Expense	7450	2,375	4,642	2,702	5,000	3,000
Every 15 Minutes; HOPS	7451	-	18,210	485	-	-
Subtotal- Services and Supplies		256,300	284,329	279,770	286,001	285,390
Equipment - Capital Outlay						
New Phone System (23%)		-	-	-	16,174	-
New computers		-	-	3,917	1,800	
Police Car & Related Equip		68,772	26,392	-	-	-
Other		-56,991	-	-1,282	2,000	-
Total:		**$1,941,022**	**2,068,517**	**2,451,418**	**2,590,017**	**$2,567,245**

Police Department ***General Fund***

		2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Budget	2014-15 Request
Animal Control	*Fund 100 Dept 2800*					
Part-time Regular	5165	$1,800	525	1,800	3,600	-
Overtime	5170	-	5,784	5,358	7,500	-
Benefits	5200	799	712	432	1,273	-
Subtotal, Salaries and Benefits		2,599	7,021	7,590	12,373	-
Department Supplies	5500	4,949	7,383	4,097	6,000	3,000
Vehicle Fuel & Oil	5505	216	69	-	-	-
Utillties	6505	2,532	2,040	1,407	2,000	-
Miranda's Rescue	7400	11,145	10,444	10,076	15,000	13,000
Veterinary Expense	7455	2,843	966	1,843	3,000	3,000
Subtotal Services and Supplies		$21,685	20,902	17,423	26,000	$19,000
Total:		$24,284	27,923	25,013	38,373	$19,000
Total General Fund:		$1,965,306	2,096,440	2,476,431	2,628,390	$2,586,245

		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Special Unit - K-9	*Fund 105 Dept 2850*					
Part-time Regular	5100	$8,423	-	-	-	$4,500
Overtime	5165	-	8,961	18,780	13,951	5,500
Benefits	5200	3,302	4,030	2,863	5,310	1,982
Subtotal, Salaries and Benefits		11,725	12,991	21,643	19,261	11,982
Department Supplies	5500	3,257	2,777	-	3,000	3,000
Vehicle Repairs & Maintenance	5715	-	-	127,591	2,000	3,000
Training Expenses	7005	6,000	6,000	689	8,000	8,000
Veterinary Expense	7455	247	321	460	2,500	2,500
Subtotal Services and Supplies		9,504	9,098	128,740	15,500	16,500
Total:		$21,229	22,089	150,383	34,761	$28,482
State of California						
Office of Traffic Safety-AVOID	*Fund 185 Dept 2600*					
Overtime	5170	-	-	$7,224	36,963	$30,704
Benefits	5200	-	-	3,399	3,240	1,900
Subtotal Salaries and Benefits		-	-	10,623	40,203	32,604
Department Supplies	5500	-	-	1,334	-914	13,500
Personnel Services	6035	-	-	3,398	4,973	35,696
Travel & Conferences	7000	-	-	-	-843	3,200
Subtotal Services and Supplies		-	-	4,732	3,216	52,396
Total Capital Outlay		-	-	5,123	3,666	
Total:		-	-	$20,478	47,085	$85,000
Realignment Pool	*Fund 186 Dept 2000*					
Salaries and Benefits		-	-	-	-	-
Services and Supplies		-	-	-	-	-
Equipment & Capital Outlay	8267	-	-	-	2,616	44,384
Total:		-	-	-	$2,616	$44,384
State of California	*Fund 188 Dept 2000*					
Dept of Alcohol Beverage Control						
Overtime	5170	-	-	-	$13,219	$11,874
Benefits	5200	-	-	-	1,500	1,020
Subtotal, Salaries and Benefits		-	-	-	14,719	12,894
Department Supplies	5500	-	-	-	2,100	1,106
Travel & Conferences	7000	-	-		2,000	2,000
Subtotal Services and Supplies		-	-	-	$4,100	$3,106
Total:		-	-	-	$18,819	$16,000
Total Special Revenue Expenditures:		$21,229	22,089	170,861	84,461	$173,866

General Fund
Public Works

- Administration
- Engineering
- General Services

City of Fortuna

Public Works Department
Administration

General Fund

Purpose

The Public Works Department is responsible for the overall operation and maintenance of all of the City's public infrastructure systems including water, wastewater, streets and storm drains as well as the planning, project management, implementation and construction of most of the City's annual capital improvement projects.

The Department is divided into seven areas of responsibilities:

- Administration
- Engineering
- General Services
- Wastewater
- Water
- Solid Waste
- Maintenance Districts and Fee Assessment Areas

Responsibilities

- Handicap Accessibility Program
    - ADA Action Plan
- Compliance Coordination
    - National Flood Insurance Program (NFIP) administration
    - Storm Water Management Plan (SWMP)
    - Illicit Discharge Detection and Elimination (IDDE) Program (storm drain)
    - Solid Waste Recycling Programs
        - § Solid Waste Reduction
        - § Used Oil Recycling
        - § Used Tires Recycling
        - § Beverage Container Recycling
- Hazardous Materials Plans and Disposal
- Energy Conservation
- Employee Safety
- Department Policies and Procedures

Significant Changes

The former Public Works and contract engineer serices have been merged into a single position.

Personnel Allocation

	2010-11	2011-12	2012-13	2013-14	2014-15
Public Works Director/City Engineer	0.10	0.10	-	-	0.10
Public Works Director	-	-	0.10	0.10	-
Public Works Administrative Technician	0.20	0.20	0.20	0.20	0.20
Vehicle & Equipment Mechanic	0.01	0.01	0.01	0.01	0.005
Part-time Worker (4 PT)	0.40	0.40	0.40	0.40	0.005
Total Authorized	**0.71**	**0.71**	**0.71**	**0.71**	**0.31**

Public Works Department
Administration

General Fund

History of Expenditures	*Fund 100 Dept 4000*	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Request
Salaries	5100	$33,770	36,075	13,195	16,714	$18,964
Salary Seasonal	5125	-	-	-	-	-
Vacation/Sick Leave Buyback	5180	131	-	-	579	-
Benefits	5200	10,040	12,238	3,964	5,686	4,466
Subtotal Salaries and Benefits		43,941	48,313	17,159	22,979	23,430
Office Supplies	5400	1,120	1,016	477	500	500
Software	5410	-	-	1,053	160	80
Department Supplies	5500	324	295	306	1,000	500
Vehicle Fuel	5505	700	628		1,000	500
Office Equip. Maint.	5705	-	-	-	500	550
Vehicle Repairs	5715	43	187	12	200	200
Network Support	5775	-	-	372	384	1,600
Telephone Network Support	5776	177	315	-	-	280
Website Hosting & Maintenance	5780	-	-	-	352	1,150
Legal Services	6020	-	-	2,104	-	-
Professional Services	6025	160	450	-	450	450
Personnel Services	6035	947	989	2,105	2,500	2,500
Telephone	6200	836	532	357	600	600
Advertising	5265	-	-	194	300	300
Travel & Conferences	7000	-	-	-	500	500
Training	7005	40	-	-	500	500
Dues & Subscriptions	7015	-	-	-	200	200
Subtotal Services and Supplies		4,347	4,412	6,980	9,146	10,410
Capital Outlay						-
VAR WWATER EQ	8268	-	1,079	-	-	-
New Phone System (2%)	8268	-	-	-	1,406	-
Total		**$48,288**	**53,804**	**24,139**	**33,531**	**$33,840**

Public Works Department
Engineering

General Fund

Purpose

The Engineering Department is responsible for the overall design and mapping of all of the City's public infrastructure systems including water, wastewater, streets and storm drains as well as the planning, project management, implementation and construction management of most of the City's annual capital improvement projects. The Engineering Department is also responsible for the review of development projects to ensure that the projects are expeditiously consistent with the municipal code and standard details as well as proper engineering judgment.

Responsibilities

- Development Review
  - Building Permit Referrals
  - Development Project Referrals (Conditions of Approval)
    - § Construction observation
    - § Conditions of Approval fulfillment
    - § Standard Details Development
- Capital Improvement Program (CIP) Development/Management
  - Develop the Five Year Capital Improvement Plan annually
  - Internal project engineering design
  - Out-sourced engineering design coordination and project management
- Traffic Safety Committee
- Traffic engineering support
- Code Compliance Committee participation and support
- Benefit Assessment Areas formation and administration
- Regional Transportation Liaison
- Maintain Improvement Codes and Standards
- Graphic Information Systems Developers/Managers
- Maintain infrastructure mapping and Record Drawings
- National Flood Insurance Program implementation
- FEMA Flood Plain Management

Significant Changes

The former Public Works and Contract Engineer services have been merged into a single position.

Personnel Allocation

	2010-11	2011-12	2012-13	2013-14	2014-15
Public Works Director/City Engineer	-	0.05	-	-	0.05
Public Works Director	-	-	0.05	0.05	
City Engineer	-	-	0.10	0.10	
Engineering Technician II	-	0.15	0.20	0.25	-
Engineering Technician III	-	0.20	0.10	0.20	-
Development Services Manager	-	-	-	-	0.20
Vehicle & Equipment Mechanic	-	0.02	0.02	0.02	0.02
Total Authorized	**0.00**	**0.42**	**0.47**	**0.62**	**0.27**

Public Works Department
Engineering

General Fund

History of Expenditures		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
-	Fund 100 Dept 5100					
Salaries						
Part-time Regular	5100	$19,093	14,553	16,062	27,075	$15,740
Overtime	5165	-	-	-	-	-
Vacation Buyback	5170	26	13	-	-	-
Benefits	5180	-	337	1,759	356	-
Subtotal Salaries and Benefits	5200	5,966	4,924	6,196	13,454	5,330
Office Supplies		25,085	19,827	24,017	40,885	21,070
Software	5400	960	905	935	1,000	500
Department Supplies	5410	-	-	4,006	160	80
Fuel & Oil	5500	1,749	1,510	1,464	1,200	1,200
Office Equipment Maintenance	5505	1,078	2,963	3,337	3,000	2,000
Vehicle Repair	5705	-	765	765	500	1,450
Equipment Repairs	5715	4	705	649	1,000	500
Network Support	5720	180	27	-	200	200
Telephone Network Support	5775	-	-	-	384	1,600
Website Hosting & Maintenance	5776	60	-	-	-	280
Tools & Small Equipment	5780	-	-	-	352	1,150
Contract Engineer	5265	359	181	-	500	-
Legal Services	6005	-	-	1,856	20,000	5,000
Professional Services	6020	-	-	-	-	-
Personnel Services	6025	3,015	9,869	661	1,500	1,000
Telephone	6035	302	1,336	1,085	800	800
Advertising	6200	519	224	208	300	300
Utilities	6300	-	-	267	-	-
Hazard Mitigation	6505	295	341	440	300	400
Travel & Conference	6730	-	-	-	-	-
Training	7000	3,436	2,671	2,202	3,000	3,000
Dues & Subscriptions	7005	-	-	-	1,500	1,000
Subtotal, Services and Supplies	7015	4,519	258	3,200	4,200	4,200
Capital Outlay		16,476	21,755	21,075	39,896	24,660
Local server at Tech Bldg		669	12,615	3	-	-
New Phone System (1%)		-	-	-	2,500	-
Total	8235	-	-	-	703	500
		$42,230	**54,197**	**45,095**	**83,984**	**$46,230**

Public Works Department
General Services

General Fund

Purpose

The Public Works Department is responsible for the overall operation and maintenance of all of the City's public infrastructure systems including water, wastewater, streets, and storm drains, as well as the planning, project management, implementation and construction of most of the City's annual capital improvement projects.

Responsibilities

- Streets
  - Signs
  - Traffic Control Signals
  - Roadway Striping and Markings
  - Street Sweeping
  - Street Lights
- Solid Waste
  - AB939 compliance
  - Recycling
  - Household Hazardous Waste
- Storm Drains
  - Storm Drain Collection System
  - Other Storm Drainage Facilities (streams, creeks, detention basins)
  - NPDES MS4 Permit
  - Storm Water Management Plan
- Weed Abatement (fire hazards)
- City Vehicle Fleet and Equipment Maintenance
  - Air Quality Control Programs (CARB and Stationary/Portable Generators)

Significant Changes

The Public Works Director and Contract Engineer Services have been merged into a single position.

Personnel Allocation	2010-11	2011-12	2012-13	2013-14	2014-15
Senior Account Clerk	-	-	0.05	0.05	0.05
Finance Director	-	-	0.01	0.01	
Public Works Director/City Engineer	0.05	0.10	-	-	0.15
Public Works Director	-	-	0.10	0.10	
Administrative Personnel	0.01	0.01	-	-	-
Assistant City Manager	-	0.03	-	-	-
General Services Superintendent	0.65	0.55	0.55	0.40	0.51
Lead Street Maintenance Worker	0.80	0.65	0.65	0.65	0.55
Public Works Technician	1.00	-	-	-	-
Street Maintenance Worker II/III	3.20	2.60	1.95	1.95	1.95
City Engineer	-	-	0.10	0.10	
Engineering Technician II	-	0.10	0.10	0.10	-
Engineering Technician III	-	0.15	0.25	0.25	-
Development Services Manager	-	-	-	-	0.20
Vehicle & Equipment Mechanic	0.47	0.82	0.70	0.70	0.70
Compliance Coordinator	0.35	-	-	-	-
City Carpenter I/II	1.80	1.30	1.10	1.10	0.90
Subtotal Full-Time Employees	8.33	6.31	5.56	5.41	5.01
Part-time (4)	2.00	2.00	2.00	2.00	2.00
Total Authorized	**10.33**	**8.31**	**7.56**	**7.41**	**7.01**

Public Works Department
General Services

General Fund

Public Works - General Services Street Division	Fund 100 Dept 4100	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Salaries	5100	$124,861	147,707	149,840	86,771	$82,570
Salary Seasonal/PT	5125	20,681	3,451	2,332	3,000	3,500
Overtime	5170	259	734	386	520	480
Vacation Buy back	5180	6,301	4,362	3,897	1,130	-
Benefits	5200	57,796	69,136	85,424	46,187	47,941
Subtotal Salaries and Benefits		209,898	225,390	241,879	137,608	134,491
Office Supplies	5400	553	84	-	100	500
Department Supplies	5265	26,323	26,534	22,510	24,000	24,000
Vehicle Fuel & Oil	5505	26,926	23,408	20,201	25,000	22,000
Equipment Fuel & Oil	5510	426	869	183	1,000	500
Vehicle Repairs	5715	3,409	4,925	4,814	5,000	4,000
Equipment Maintenance	5720	11,901	6,454	5,597	5,000	4,000
Building Repair & Maintenance	5740	219	618	1,199	800	800
Tree Trimming & Removal	5755	-	-	-	5,000	4,000
Tools & Small Equipment	5900	2,477	2,480	2,387	1,200	1,200
Engineering Services	6005	4,522	6,991	(5,000)	3,000	3,000
Professional Services	6025	507	6,585	542	-	500
Personnel Services	6035	682	1,476	-	1,100	1,100
Telephone	6200	-	103	190	225	250
Travel & Conference	7000	913	163	454	500	500
Training	7005	616	2,330	923	1,200	1,200
Dues & Subscriptions	7015	70	430	205	430	430
Subtotal Services and Supplies		79,544	83,450	54,205	73,555	67,980
Capital Outlay		31,323	15,041	6,261	-	-
Mitchell Software	8235	-	-	-	1,020	1,150
GIS Startup (1/3)	8235	-	-	-	1,460	1,460
Corp Yard Roof 1/3	8235	-	-	-	23,333	-
Parking Bumpers	8235	-	-	-	500	-
Hydraulic Press (1/3)	8235	-	-	-	-	550
Total		**$320,765**	**323,881**	**302,345**	**237,476**	**$205,631**

Enterprise Funds
Public Works

- *General Services*
- *Utilities- Water*
- *Utilities - Wastewater*
- *Solid Waste Recycling*

City of Fortuna

Public Works Department

General Services — *Special Funds*

Purpose

The General Services Division of Public Works is responsible for the management and maintenance of the City's public infrastructure systems related to stormwater, storm drains and streets, including related capital improvement projects.

Responsibilities

- Streets
  - Signs
  - Traffic Control Signals
  - Roadway Striping and Markings
  - Street Sweeping
  - Street Lights
  - Roadway and Roadside Maintenance
- Storm Drains
  - Storm Drain Collection System
  - Other Storm Drainage Facilities (streams, creeks, detention basins)
  - NPDES MS4 Permit
  - Storm Water Management Plan

Significant Changes

The former Public Works and contract engineer serices have been remerged into a single position.

Cash Projection	Storm Drain Mgmt	RSTP Street Division	TDA Street Repairs	Traffic Control	Gas Tax Engineering & Admin	Total
Fund	200	275	260	280	295	
Beginning Cash Balance	$116,790	$59,876	$1,236,909	$426,513	$7,851	$1,847,939
Projected 2014-15 Revenue:	43,221	126,963	178,366	350,000	3,000	701,550
Operating Expenses						
Salaries and Benefits	66,011	0	0	156,561	951	223,523
Service and Supplies	21,650	0	0	98,800		175,450
Capital Outlay & Equipment	33,600	128,963	55,000	17,200		179,763
Total Operating Expenditures	121,261	128,963	55,000	272,561	951	578,736
Operating Surplus/Deficit	(78,040)	(2,000)	123,366	77,439	2,049	122,814
Capital and Financing Activities						
Contributions & Transfers						
Capital Improvement Projects	0	0	683,231	14,000	0	697,231
	0	0	683,231	14,000	0	697,231
Ending Cash Balance	$38,750	$57,876	$430,312	$489,952	$9,900	$1,273,522

Public Works Department

General Services — *Special Funds*

Personnel Allocation

	2010-11	2011-12	2012-13	2013-14	2014-15
Senior Account Clerk	-	-	0.05	0.05	0.05
Finance Director	-	-	0.01	0.01	
Public Works Director/City Engineer	0.05	0.10	-	-	0.15
Public Works Director	-	-	0.10	0.10	
Administrative Personnel	0.01	0.01	-	-	-
Assistant City Manager	-	0.03	-	-	-
General Services Superintendent	0.65	0.55	0.55	0.40	0.51
Lead Street Maintenance Worker	0.80	0.65	0.65	0.65	0.55
Public Works Technician	1.00	-	-	-	-
Street Maintenance Worker II/III	3.20	2.60	1.95	1.95	1.95
City Engineer	-	-	0.10	0.10	
Engineering Technician II	-	0.10	0.10	0.10	-
Engineering Technician III	-	0.15	0.25	0.25	-
Development Services Manager	-	-	-	-	0.20
Vehicle & Equipment Mechanic	0.47	0.82	0.70	0.70	0.70
Compliance Coordinator	0.35	-	-	-	-
City Carpenter I/II	1.80	1.30	1.10	1.10	0.90
Subtotal Full-Time Employees	8.33	6.31	5.56	5.41	5.01
Part-time Worker (4 PT)	2.00	2.00	2.00	2.00	2.00
Total Authorized	**10.33**	**8.31**	**7.56**	**7.41**	**7.01**

History of Expenditures

Storm Drain Maintenance ***Fund 200 4300***		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Salaries	5100	$21,507	$14,365	$14,974	$23,362	$31,341
Salary Seasonal/PT	5125	422	763	0	6,000	0
Salary Regular/PT	5165	0	0	997	0	6,000
Overtime	5170	57	181	115	2,000	2,120
Vacation/Sick Leave Buyback	5180	630	0	158	575	0
Labor Distribution	5195	0	0	(160)	0	0
Benefits	5200	7,050	5,814	6,398	11,586	13,520
Subtotal, Salaries and Benefits		29,666	21,123	22,482	43,522	52,981
Office Supplies	5400	62	0	0	0	500
Department Supplies	5500	30	4,072	1,517	2,500	2,500
Personnel Services	6035	30	0	0	0	0
Advertising Storm Drain	6300	0	0	0	0	0
NPDS Permit	6610	0	7,279	0	0	0
Adopt A Block Storm Drain	6616	0	0	0	0	0
Training	7005	302	0	0	500	500
Dues & Subscriptions	7015	0	0	0	0	0
Reimb Grant Exp Storm Drain	7251	37	0	0	0	0
Subtotal, Services and Supplies		461	11,351	1,517	3,000	3,500
Capital Outlay						
Citywide Storm Drain Repair	8235	0	0	0	15,000	15,000
Detention Basin Cleaning	8235	0	0	0	10,000	15,000
Software Upgrade	8103	0	0	0	0	2,000
Computer/Printers/Monitors	8103	1,995	2,329	3	0	600
Subtotal Capital Outlay	7405	1,995	2,329	3	25,000	32,600
Total		**$32,122**	**$34,803**	**$24,002**	**$71,522**	**$89,081**
	7425					

Public Works Department

General Services ***Special Funds***

Stormwater Management		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Fund 200 Dept 4310						
Salary Seasonal/PT	5165	$0	$0	$0	$12,000	$12,000
Benefits	5200	0	0	0	976	1,030
Subtotal, Salaries and Benefits		0	0	0	12,976	13,030
Software (A)	5410	0	0	2,208	0	0
Department Supplies	5500	0	0	109	200	200
Professional Services	6025	0	0	0	750	750
Telephone	6200	0	0	7	35	0
Advertising	6300	832	493	658	700	500
NPDS Permit	6610	5,400	0	7,279	8,000	8,000
IDDE Testing	6613	60	35	0	400	400
Stormwater Hotline	6614	0	382	382	425	450
Adopt a Block	6616	0	0	0	0	0
IDDE Implementation	6617	751	0	0	750	750
SWMP Implementation	6618	1,160	0	271	1,500	6,000
Travel & Conferences	7000	1,100	0	0	0	0
Training	7005	1,154	66	0	500	500
Application/Certification Fees	7012	0	0	0	200	200
Dues & Subscriptions	7015	376	0	140	400	400
Special Projects	8237	0	0	0	0	
Subtotal, Services and Supplies		10,833	976	11,054	13,860	18,150
Software Upgrade	8256	0	0	0	0	1,000
Total		**$10,833**	**$976**	**$11,054**	**$26,836**	**$32,180**

RSTP - Street Division		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Fund 275 Dept 4100						
Salaries	5100	$13,051	$0	$0	$0	$0
Part-time Regular	5165	2,162	0	0	0	0
Overtime	5170	27	0	0	0	0
Vacation/Sick Leave Buyback	5180	659	0	0	0	0
Benefits	5200	6,599	0	0	0	0
Subtotal		22,498	0	0	0	0
Capital Outlay	8235	0	0	0	59,748	128,963
Total		**$22,498**	**$0**	**$0**	**$59,748**	**$128,963**

TDA Street Repairs		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Fund 260 Dept 4150						
General Contract		$0	$18,105	$0	$0	$0
Grinding/Inlay	8239	0	21,631	39,171	45,000	50,000
Alley Maintenance	8235	0	0	0	5,000	5,000
Total		**$0**	**$39,736**	**$39,171**	**$50,000**	**$55,000**

Public Works Department

General Services ***Special Funds***

Traffic Control ***Fund 280 Dept 4200***		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Salaries	5100	$65,786	$73,913	$71,996	$79,795	$91,032
Salary Seasonal/PT	5125	3,423	1,404	0	6,000	0
Salary Regular/PT	5165	0	0	5,321	0	6,600
Overtime	5170	61	186	412	2,800	2,960
Vacation/Sick Leave Buyback	5180	461	3,962	778	1,432	0
Benefits	5200	31,254	36,635	43,814	45,212	55,969
Subtotal, Salaries and Benefits		100,985	116,100	122,321	135,240	156,561
Office Supplies	5400	273	0	0	0	
Department Supplies	5500	8,340	8,376	10,179	10,000	9,000
Vehicle Fuel & Oil	5505	6,830	6,469	7,365	8,000	9,000
Base Materials	5520	1,526	901	1,218	900	900
Asphalt	5525	4,322	6,540	3,712	5,500	5,500
Crack Seal Material	5526	0	886	0	0	1,000
Vehicle Repairs	5715	696	455	1,741	500	2,500
Sweeper Repairs & Maintenance	5721	7,496	7,043	4,621	6,500	5,500
Traffic Signal Maintenance	5725	1,637	785	2,016	2,000	1,500
Street Light Maintenance	5726	4,413	1,705	1,462	4,000	4,000
Street Striping	5765	16,782	16,751	16,671	17,000	17,000
Tools & Small Equipment	5900	0	0	0	1,200	1,000
Engineering Services	6005	3,664	6,991	(5,000)	5,000	5,000
Software	8000					2,500
Street Light Utilities	6505	29,980	30,955	26,591	32,500	28,500
Traffic Signal Utilities	6505	6,531	3,893	3,982	4,600	4,600
Travel & Conference	7000	217	258	0	800	800
Training	7005	560	792	50	600	500
Transfer to Balance	9300	0	0	(233)	0	0
Subtotal, Services and Supplies		93,267	92,800	74,375	99,100	98,800
Capital Outlay	8235	0	9,032	3,450	21,200	0
Radar Feedback sign	8235	0	0	0	0	16,000
Vehicle based measuring system		0	0	0	0	1,200
Total		**$194,252**	**$217,932**	**$200,146**	**$255,540**	**$272,561**

Gas Tax, Engineering & Admin ***Fund 295 Dept 4800***		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Salaries	5100	$ 652	$ 685	$ 740	$ 776	$ 700
Vacation/Sick Leave Buyback	5180	32	-	28	28	26
Benefits	5200	238	257	276	308	225
Total Salaries and Benefits		**$ 922**	**$ 942**	**$ 1,044**	**$ 1,112**	**$ 951**

Public Works Department

Enterprise Funds - Water

Purpose

The Public Works Department is responsible for the overall operation and maintenance of all of the City's public infrastructure systems including water, wastewater, streets and storm drains as well as the planning, project management, implementation and construction of most of the City's annual capital improvement projects.

Responsibilities

- Waste production and treatment
  - Operation and maintenance of five water wells producing over 500 million gallons per year
  - Water Treatment
  - Permitting and Reporting
- Water storage and distribution
  - Operation and maintenance of five water storage facilities
  - Maintenance of forty-two (42) miles of water distribution pipeline
  - Operation and maintenance of eight (8) pump stations
  - Maintenance of city-wide water service connections
  - Maintenance of water meters and meter reading
  - Water meter testing and replacement
  - Permitting and reporting

Significant Changes

Separated the duties of the Public Works Director/City Engineer into two new positions.

Cash Projection - Water Fund 500 *Departments- 6000, 6100, 6200, 6300*	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Beginning Cash Balance	$11,393,350	$11,739,345	$11,298,101	$7,472,251	$7,649,832
Revenues					
Customers	2,191,711	2,160,273	2,315,977	2,308,678	2,308,700
Interest Revenue	43,754	31,342	7,736	24,481	25,000
Other	82,192	66,255	38,606	78,339	65,000
Total Revenue:	2,317,657	2,257,870	2,362,319	2,411,499	2,398,700
Operating Expenses					
Salaries and Benefits	602,402	583,627	670,428	575,537	685,830
Service and Supplies	463,182	431,811	570,442	533,624	545,994
Capital Outlay/Equipment	0	0			124,600
Total Operating Expenditures:	1,065,584	1,015,438	1,240,870	1,109,161	1,356,424
Operating Surplus/Deficit	1,252,073	1,242,432	1,121,449	1,302,338	1,042,276
Capital and Financing Activities					
Contributions & Transfers	(15,351)	(79,774)	(12,145)	0	0
Debt Service	499,051	528,757	527,760	530,998	527,548
Capital Improvement Projects	422,378	1,234,693	4,431,684	593,759	787,333
	906,078	1,683,676	4,947,299	1,124,757	1,314,881
Ending Cash Balance	$11,739,345	$11,298,101	$7,472,251	$7,649,832	$7,377,227

**Unaudited*

Public Works Department

Enterprise Funds - Water

Personnel Allocation

	2010-11	2011-12	2012-13	2013-14	2014-15
Administration					
City Manager	0.20	0.20	0.22	0.215	0.22
City Clerk/Human Resources	-	-	0.25	0.20	0.20
Administrative Assistant	-	-	0.20	0.20	0.20
Deputy Director of Community Development	-	-	0.05	0.05	0.05
Finance Director	-	-	0.215	0.215	0.22
Senior Account Clerk III	-	-	0.38	0.38	0.38
Senior Account Clerk II	-	-	0.35	0.35	0.35
Account Clerk II	-	-	0.35	0.35	0.35
Assistant City Manager	-	0.17	-	-	-
Administration Personnel	1.63	1.75	-	-	-
General Services					
General Services Superintendent	0.15	0.15	0.15	0.15	0.15
Park Maintenance Worker II/III	-	-	-	-	0.09
Lead Park Maintenance Worker	-	-	-	-	0.03
Public Works Director/City Engineer	-	-	0.25	0.30	0.30
Senior Administrative Assistant	0.40	0.40	0.40	0.40	0.40
Facility Custodian	-	-	0.05	0.05	0.05
Development Services Manager	-	-	-	-	0.15
Street Maintenance Worker II/III	0.40	0.40	0.30	0.30	0.39
Lead Street Maintenance Worker	0.10	0.10	0.10	0.10	0.10
Vehicle & Equipment Mechanic	0.20	0.40	0.40	0.40	0.54
City Carpenter II/III	0.10	0.10	0.10	0.10	0.20
City Engineer	-	-	0.25	0.35	-
Public Works Director	0.37	0.225	-	-	-
Engineering Tech II	0.20	0.15	0.225	0.15	-
Engineering Tech III	0.20	0.15	0.15	0.15	-
Utilities -Distribution and Collection					
Utility Worker II/III	3.15	3.00	2.80	2.80	2.46
Lead Utility Worker	0.70	0.65	0.55	0.55	0.65
Utilities - Treatment					
Chief Treatment Plant Operator	-	0.20	0.20	0.20	0.20
Laboratory Director	-	-	0.25	0.25	0.25
Treatment Plant Mechanic	0.25	0.38	0.25	0.25	0.25
Treatment Plant Op III/Shift Supervisor	-	0.40	0.40	0.40	0.40
Utilities Superintendent	-	0.30	0.30	0.30	-
Lead Treatment Operator	0.35	-	-	-	-
Treatment Plant Operator I/II	-	0.80	0.80	0.80	0.80
Wastewater Operator I,II,III/OIT	1.30	-	-	-	0.20
Environmental Services Superintendent	0.50	-	-	-	-
Lab Technician	0.25	0.25	-	-	-
Seasonal/Part-time Utility Worker I (PT)	1.20	1.20	1.20	2.90	-
Total Authorized Personnel	**11.65**	**11.38**	**11.14**	**12.86**	**9.58**

Public Works Department ***Enterprise Funds - Water***

History of Expenditures

Administration		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Fund 500 Dept 6300						
Salaries	5100	$154,103	$148,500	$136,413	$152,991	$140,563
Part-time Regular	5165	353	3,540	7,200	0	0
Overtime	5170	1,289	199	0	751	751
Vacation Buyback	5180/5185	3,840	6,990	10,628	3,321	0
Benefits	5200	54,792	55,044	58,196	74,907	67,015
W.C. Ded & Related Costs (A)	5205	0	0	0	4,058	0
Subtotal, Salaries and Benefits		214,377	214,273	212,437	236,027	208,329
Office Supplies	5400	16,687	14,281	15,294	15,500	15,000
Software (A)	5410	0	0	2,986	1,040	520
Department Supplies	5500	1,342	1,224	1,364	1,000	1,000
Office Equipment Maintenance	5705	1,420	1,907	2,879	2,000	550
Software Maintenance	5710	2,724	2,724	2,724	3,100	3,000
Janitorial Service	5735	172	49	42	0	0
Building Repairs	5740	94	613	1,643	2,000	2,000
Network Support (A)	5775	4,000	236	4,463	3,712	2,400
Telephone System Support	5776	0	0	10	0	400
Website Hosting & Maintenance (A)	5780	0	0	200	1,848	1,150
Audit Fees (A)	6000	2,800	3,496	9,200	6,500	6,500
Engineering Contract Svc.	6005	3,032	0	0	2,000	2,000
Legal Services	6020	0	1,375	303	0	3,000
Professional Services	6025	20,833	7,476	6,171	10,000	10,000
Personnel Services	6035	899	848	447	1,000	1,000
Franchise Fees	6036	45,500	0	0	0	0
Bond Trustee Fees (dept 8200)	6055	3	4	0	0	0
Bank/CC Trans Fees	6061	2,711	2,868	4,174	4,500	10,000
Telephone	6200	1,877	1,910	1,878	2,000	2,000
Insurance (A)	6350	38,322	36,698	33,374	32,722	34,722
Utilities	6505	4,068	3,931	4,101	4,000	4,500
Ftna Fire District Assessment	6720	252	252	252	252	252
Travel & Conference	7000	0	0	0	500	1,500
Training	7005	0	1,200	0	0	1,500
Application/Certification Fees	7012	0	148	65	500	500
Dues & Subscriptions	7015	126	0	0	0	0
Bad Debts	7800	5,154	11,546	11,183	14,000	14,500
Transfer to Balance	9300	0	0	(83,174)	0	0
Subtotal, Services and Supplies		152,016	92,786	19,579	108,174	117,994
Capital Outlay						
Software Upgrade/ERP	8000	0	0	0	0	15,000
IT Equipment Computers/Monitors, etc.	8103	0	0	0	0	2,000
Total		**$366,393**	**$307,059**	**$232,016**	**$344,201**	**$343,323**

Pumping, Treatment & Storage Fund 500 Dept 6000		2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Budget	2014-15 Request
Salaries	5100	$73,750	$92,518	$102,984	$106,449	$114,554
Salary Seasonal/PT	5125	0	10,023	17,730	0	
Overtime	5170	371	638	2,400	1,849	2,031
Vacation Buyback	5180	544	70	510	1,593	0
Benefits	5200	32,703	46,530	57,430	59,535	68,307
Subtotal, Salaries and Benefits		107,368	149,779	181,054	169,426	184,892
Office Supplies Wtr Pump/Tre	5400	62	0	100	100	100
Department Supplies	5500	1,295	1,257	3,000	2,000	2,000
Vehicle Fuel & Oil	5505	1,008	22	5,000	5,000	5,000
Chemical Supplies	5555	614	905	3,000	2,000	2,000
Lab Supplies	5557	2,502	3,001	5,500	3,500	3,500
Software Maintenance	5710	0	0	0	400	400
Vehicle Repairs	5715	0	30	3,000	2,000	2,000
Info Tech (Telemetry)	5719	0	1,722	5,000	5,000	5,000
Equipment Repairs	5720	3,855	7,827	7,900	15,000	15,000
Alarm System Maintenance	5730	0	108	0	500	500
Bldg Main/Repr Wtr Pum/Tre	5740	0	678	3,000	1,000	1,000
Cathodic Protection Contract	5777	1,125	1,125	1,300	1,000	1,000
Tools & Small Equipment	5900	0	39	0	1,000	1,200
Professional Services	6025	6,738	1,528	200	0	1,000
Personnel Services	6035	17	0	0	0	1,500
Laboratory Services	6045	339	1,521	4,000	2,000	2,500
Utilities	6505	146,969	135,247	170,000	200,000	200,000
Lab Permit Fees	6605	2,359	0	1,000	1,000	1,000
Regulatory Compliance	6000			0		2,000
CA CDPH	6715	10,773	14,042	14,000	14,000	14,000
Travel & Conference	7000	34	0	1,500	1,000	1,000
Training	7005	1,835	216	2,000	1,500	1,500
Application/Certification Fees	7012	705	688	1,500	1,000	1,000
Dues & Subscriptions	7015	893	143	1,500	1,000	1,000
Annual Water Report	7820	1,521	8,469	4,500	4,500	6,000
Subtotal, Services and Supplies		182,644	178,568	237,000	264,500	271,200
Capital Outlay - Software Upgrade/ERP	8000	0	0	466	0	5,000
Total		**$290,012**	**$328,347**	**$418,520**	**$433,926**	**$461,092**

Public Works Department ***Enterprise Funds - Water***

Transmission & Distribution		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Fund 500 Dept 6100						
Salaries	5100	$129,521	$133,479	$126,981	$139,112	$151,658
Salary Seasonal/PT	5165	16,682	1,031	1,970	0	0
Overtime	5170	5,625	3,473	4,800	2,425	2,862
Vacation Buyback	5180	716	1,347	510	1,930	0
Benefits	5200	54,616	61,082	74,938	76,869	104,662
Subtotal, Salaries and Benefits		207,160	200,412	209,199	220,336	259,182
Office Supplies	5400	226	38	0	0	100
Department Supplies	5500	100,807	60,002	80,000	75,000	75,000
Vehicle Fuel & Oil	5505	20,182	24,209	19,000	24,000	25,000
Equipment Fuel & Oil		0	0	0	0	0
Radio Equip Wtr Trans/Distr		0	0	0	0	0
Vehicle Repairs	5715	4,186	12,510	12,000	15,000	14,000
Info Tech (Telemetry)	5719	0	1,354	5,000	2,500	2,500
Equipment Repairs	5720	9,893	9,265	11,000	11,000	11,000
Bldg Maintenance and Repair	5740	0	322	2,500	2,500	2,000
Water Meters	5760	9,788	9,812	10,000	20,000	15,000
Tools & Small Equipment	5900	2,759	2,666	3,500	3,500	4,000
Legal Services	6020	688	0	0	0	0
Professional Services	6025	6,738	1,420	0	0	0
Personnel Service	6035	0	285	5,000	1,000	1,000
Telephone	6200	1,502	1,457	1,600	1,600	1,600
Travel & Conference	7000	2,686	544	2,500	2,500	2,500
Training & Certification	7005	1,214	662	1,000	1,500	2,000
Dues & Subscriptions	7015	105	587	1,000	500	750
Subtotal, Services and Supplies		160,774	125,133	154,100	160,600	156,450
Capital Outlay - Software Upgrade/ERP	8000	0	0	452	0	5,000
Total		**$367,934**	**$325,545**	**$363,751**	**$380,936**	**$420,632**

Customer Account Expense						
Fund 500 Dept 6200						
Salaries	5100	$45,660	$45,541	$41,689	$44,886	$18,577
Overtime	5170	0	0	2,400	1,220	508
Vacation Buyback	5180	108	2	0	701	0
Benefits	5200	26,664	28,854	29,764	20,801	14,342
Subtotal, Salaries and Benefits		72,432	74,397	73,853	67,607	33,427
Department Supplies	5500	1,579	1,863	300	350	350
Capital Outlay - Sofware Upgrade/ERP	8000	0	0	0	0	20,000
Total		**$74,011**	**$76,260**	**$74,153**	**$67,957**	**$33,777**

Public Works Department

Enterprise Funds - Water

Capital Outlay-Equip Purchases						
Fund 500 Dept 6300						
Fire Hydrant Replacement Prog	8269	0	0	0	12,000	12,000
Hydropnemataic liner	8269	0	0	0	14,000	14,000
Cla Val Replacement	8269	0	0	0	2,000	2,000
Distribution Valve Rehab	8269	0	0	0	15,000	15,000
GIS Water	8269	0	0	0	0	17,000
Copier	8269	0	0	0	0	3,600
Trench Grinder (50/50 split w water)	8269	0	0	0	0	9,000
Urban Water Mgmnt Plan	8269	0	0		5,000	5,000
Capital Outlay		16,350	172,253	92,520	48,000	77,600
GIS	8269	0	0	0	15,000	0
New Phone System (15%)	8269	0	0	0	10,548	0
Computer	8269	0	0	0	1,000	0
Corp Yard Winterization	8269	0	0	0	2,000	0
Mitchell Mech. Software (1/3)	8269	0	0	0	1,020	0
3 yd dump truck (1/2 water/sewer)	8269	0	0	0	20,000	0
Air Compressor (1/2water/sewer)	8269	0	0	0	7,000	0
Portable generator (1/2 water/sewer)	8269	0	0	0	17,000	0
Replace Roof on Corp Building (1/3 water/sewer/streets)	8269	0	0	0	23,333	0
Replacement engine/crane for Truck 91 (1/2 water/sewer)	8269	0	0	0	7,500	0
Hybrid Vehicle for Travel (1/2water/sewer)	8269	0	0	0	17,500	0
Loader (1/2 water/sewer)	8269	0	0	0	0	0
3/4 Ton Pickup	8269	0	0	0	0	0
Total		**$16,350**	**$172,253**	**$92,520**	**$169,901**	**$77,600**
Total Operating Expenditures		**$1,114,700**	**$1,209,464**	**$1,180,960**	**$1,396,922**	**$1,336,424**

Public Works Department — *Enterprise Funds - Wastewater*

Purpose

The Public Works Department is responsible for the overall operation and maintenance of all of the City's public infrastructure systems including water, wastewater, streets and storm drains as well as the planning, project management, implementation and construction of most of the City's annual capital improvement projects.

Responsibilities

- Wastewater Collection
  - Maintenance of approximately five thousand (5000) sewer service connections
  - Maintenance of forty-two (42) miles of collection system pipeline
  - Operation and Maintenance of nine (9) sewage lift stations
- Wastewater Treatment
  - Wastewater Treatment Facility (permitted for 1.5 million gallons per day)
  - Pretreatment Program
  - Sanitary Sewer Management Plan (SSMP)
    - § FOG Program (Fats, Oils and Grease)
    - § Inflow and Infiltration (I&I) Reduction
  - Process Safety Management Plan (PSMP)

Significant Changes

Hired new Public Works Director/City Engineer & re-organized supervisory status.

Cash Projection - Wastewater Fund 550 *Departments 6500, 6600, 6700*	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Beginning Cash Balance	$8,867,208	$9,730,919	$10,493,166	$11,302,086	$10,492,306
Revenues					
Customers	3,512,514	3,511,237	3,414,319	3,484,000	3,484,000
Interest Income	35,582	28,658	12,930	30,000	30,000
Capital Connection Fee	88,261	181,117	65,734	119,805	104,000
Other	56,720	37,208	31,731	33,500	35,000
Total Revenue	3,693,077	3,758,220	3,524,714	3,667,305	3,653,000
Operating Expenses					
Salaries and Benefits	733,898	880,976	851,444	1,092,278	997,461
Service and Supplies	951,479	985,516	877,340	647,385	933,309
Capital Outlay & Equipment	0	0	0	0	210,650
Total Operating Expenditures	1,685,377	1,866,492	1,728,784	1,739,663	2,141,420
Operating Surplus/Deficit	2,007,700	1,891,728	1,795,930	1,927,642	1,511,580
Capital and Financing Activities					
Contributions & Transfers	(74,497)	(170,573)	(71,269)	(1,700,000)	0
Debt Service	864,579	865,124	865,147	864,072	869,913
Capital Improvement Projects	353,907	434,930	193,132	143,014	1,397,883
Total Capital and Financing Activities	1,143,989	1,129,481	987,010	8,564,664	11,884,216
Ending Cash Balance	$9,730,919	$10,493,166	$11,302,086	$10,492,306	$13,395,796

**Unaudited*

Public Works Department — *Enterprise Funds - Wastewater*

Personnel Allocation

	2010-11	2011-12	2012-13	2013-14	2014-15
Administration					
City Manager	0.20	0.20	0.22	0.22	0.22
Deputy City Clerk/Human Recourses	-	-	0.25	0.25	0.20
Administrative Assistant	-	-	0.20	0.20	0.20
Deputy Director of Community Development	-	-	0.05	0.05	0.05
Finance Director	-	-	0.215	0.215	0.22
Senior Account Clerk III	-	-	0.38	0.38	0.38
Senior Account Clerk II	-	-	0.35	0.35	0.35
Account Clerk II	-	-	0.35	0.35	0.35
Administration Personnel	1.63	1.75	0.25	0.25	-
					1.96
Public Works					
Public Works Director/City Engineer	0.38	0.225	-	-	0.30
Senior Administrative Assistant	0.40	0.40	0.40	0.40	0.40
Facility Custodian	-	-	0.05	0.05	0.05
Development Services Manager					0.15
General Services Superintendent	0.15	0.15	0.15	0.15	0.15
Park Maintenance Worker II/III	0.40	0.40	0.30	0.30	0.18
Lead Park Maintenance Worker	-	-	-	-	0.03
Street Maintenance Worker II/III					0.40
Lead Street Maintenance Worker	0.10	0.10	0.10	0.10	0.10
Vehicle & Equipment Mechanic II	0.05	0.10	0.10	0.10	0.10
City Carpenter II/III	0.10	0.10	0.35	0.35	0.70
City Engineer	-	-	0.25	0.25	-
Engineering Tech II	0.20	0.15	0.225	0.225	-
Engineering Tech III	0.20	0.15	0.15	0.15	-
Public Works Director	-	-	0.25	0.25	-
					2.56
Operations					
Utility Worker II/III	1.85	1.60	1.70	0.70	1.36
Lead Utility Worker	0.30	0.35	0.35	0.35	0.25
Utilities Superintendent	-	0.60	0.60	0.60	-
Lead Treatment Operator	0.65	-	-	-	-
Chief Treatment Plant Operator	-	0.75	0.80	0.80	0.80
Lab Director	-	-	0.75	0.75	0.75
Plant Mechanic	0.75	1.13	0.75	0.75	0.75
Treatment Plant Op. III/Shift Super.	-	1.60	1.60	1.60	1.60
Treatment Plant Op. I/II	-	-	-	3.20	2.40
Treatment Plant OIT	3.70	3.20	3.20	0.80	0.80
Lab Technician	0.75	0.75	-	-	-
Environmental Services Superintendent	0.50	-	-	-	-
Seasonal/Part-time Utility Worker I (3PT)	1.20	1.20	1.20	-	-
					8.71
Total Authorized Personnel	**13.51**	**14.91**	**15.54**	**14.14**	**13.23**

Public Works Department ***Enterprise Funds - Wastewater***

History of Expenditures

Collection Fund		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Fund 550 Dept 6500						
Salaries	5100	$91,656	$101,146	$90,402	$120,992	$114,168
Salary Regular/PT	5165	0	0	4,445	0	0
Overtime	5170	1,065	419	1,684	2,040	2,202
Vacation Buyback	5180	392	1,342	(231)	1,739	0
Benefits	5200	32,806	37,234	35,660	66,406	75,567
Total Salaries and Benefits		125,919	140,141	131,960	191,178	191,937
Office Supplies	5400	226	0	0	0	0
Department Supplies	5500	9,661	6,889	6,570	9,500	6,500
Vehicle Fuel & Oil	5505	1,946	786	534	7,000	1,000
Vehicle Repairs	5715	7,574	10,087	3,951	10,000	10,000
Info Tech (Telemetry)	5719	0	2,313	641	2,000	2,000
Equipment Repairs	5720	1,998	2,488	1,677	2,500	2,500
Building Maint/Repairs	5740	0	0	0	0	6,000
Tools & Small Equipment	5900	0	0	0	0	1,000
Personnel Services	6035	0	0	10	0	1,500
Telephone	6200	2,193	2,212	2,280	2,250	2,500
Water WsWtr Collect	6500	0	0	0	0	0
Utilities	6505	0	0	0	0	0
SWRCB Annual Permit	6612	0	1,521	0	1,600	2,000
Regional Fines	6630	0	0	1,521	1,000	1,000
SSMP Plan Compliance	6631	5,329	34,594	1,953	10,000	8,000
Training	7005	76	527	140	1,000	1,000
Transfer to Balance	9300	0	0	(1,577)	0	0
Total Services and Supplies		30,348	62,519	18,479	47,850	45,000
Capital Outlay & Equipment						
I&I Reduction/Locations TBD	8268	0	0	0	20,000	20,000
CCTV SS Collection Lines per SSMP	8268	0	0	0	10,000	10,000
Implement FOG Program	8268	0	0	0	7,500	7,500
GIS Water	8268	0	0	0	0	17,000
Copier	8268	0	0	0	0	3,600
Trench Grinder (50/50 split w water)	8268	0	0	0	0	9,000
Smoke Testing	8268	0	0	0	5,000	5,000
Software	8268	0	0	0	0	10,000
Genicom printer	8268	0	0	1,591	0	0
Total Capital Outlay		0	0	1,591	42,500	82,100
Total		**$156,267**	**$202,660**	**$152,030**	**$281,528**	**$319,037**

Public Works Department — **Enterprise Funds - Wastewater**

Pumping & Treatment Fund 550 Dept 6600		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Salaries	5100	$249,293	$319,727	$301,821	$360,486	$360,827
Part-time Regular	5165	23,265	5,843	6,413	42,000	0
Overtime	5170	7,135	6,367	2,466	6,971	6,412
Vacation Buyback	5180	1,802	101	2,160	5,246	
Benefits	5200	112,597	158,619	144,759	213,342	190,971
Total Salaries and Benefits		394,092	490,657	457,619	628,045	558,210
Office Supplies	5400	62	329	1,839	1,000	1,000
Department Supplies	5500	36,572	37,338	24,398	30,000	20,000
Vehicle Fuel & Oil	5505	17,088	29,670	22,749	30,000	30,000
Chemical Supplies	5555	122,001	159,458	139,635	125,000	125,000
Lab Supplies	5557	14,541	12,350	11,117	15,000	15,000
Office Equipment Maint.	5705	664	151	0	1,000	0
Vehicle Repairs	5715	1,639	9,827	2,984	10,000	2,500
Info Tech (Telemetry)	5719	0	5,539	6,423	5,000	5,000
Equipment Repairs	5720	46,725	48,285	48,150	50,000	60,000
Alarm System Maintenance	5730	0	69	278	1,000	1,500
Building Maintenance/Repair	5740	3,484	2,943	1,537	2,500	2,500
Illegal Dumping	5752	90	310	0	0	0
Bio Solids Management	5766	4,258	4,856	8,879	7,000	7,000
Percolation Pond Const.	5770	17,943	25,145	16,540	30,000	25,000
Tools & Equipment	5900	2,760	4,077	3,645	4,500	3,000
Engineering Contract Service	6005	10,161	6,700	0	5,000	5,000
Electrical Contract Service	6015	0	3,097	0	4,000	4,000
Professional Services	6025	29,194	25,128	9,914	20,000	20,000
Permit/Inspection	4830	0	187	0	0	0
Personnel Services	4200	40	0	883	0	0
Outside Lab Services	6045	0	41,295	38,188	35,000	35,000
Telephone	6200	219	192	237	400	400
Utilities	6505	207,178	216,882	284,870	250,000	297,000
Lab Permit Fees	6605	0	2,359	2,359	2,500	2,500
NPDES Permit	6610	4,499	8,619	0	8,000	11,000
Regional Board Fines	6630	0	13,720	8,619	30,000	30,000
Regulatory Compliance	6633	42,798	21,478	28,146	30,000	28,500
Travel & Conference	7000	1,172	1,712	760	3,000	3,000
Training	7005	3,484	2,030	1,010	2,500	2,500
Application/Certification Fees	7012	2,238	1,484	3,357	2,500	2,500
Dues & Subscriptions	7015	674	1,729	859	4,000	2,000
Supplemental Env Project		1,443	7,542	0	0	0
Transfer to Balance		0	0	(2,400)	0	0
Total Services and Supplies		570,927	694,501	664,976	708,900	740,900
Capital Outlay		0	0	2,461	0	0
Green waste Grinding		30,592	4,609	14,465	5,000	0
Software Upgrade/ERP	8000	0	0	0	0	20,000
Total Capital Outlay		30,592	4,609	16,926	5,000	20,000
Total		**$995,611**	**$1,189,767**	**$1,139,521**	**$1,341,945**	**$1,319,110**

Public Works Department ***Enterprise Funds - Wastewater***

Administration		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Fund 550 Dept 6700						
Salaries	5100	$ 173,467	171,521	156,008	175,867	$ 164,147
Salary Regular/PT	5165	353	3,540	7,200	0	0
Overtime	5170	1,293	620	0	914	914
Vacation Buyback	5180/85	3,849	5,428	6,298	3,448	0
Benefits	5200	65,103	67,134	68,525	92,827	82,253
Total Salaries and Benefits		244,065	248,243	238,031	273,056	247,314
Office Supplies	5400	17,529	14,594	15,992	18,000	18,000
Software Maintenance	5710	2,450	2,519	2,450	2,500	2,500
Janitorial Services	5735	172	49	42	0	0
Building Repairs	5740	94	722	1,849	1,000	2,000
Network Support (A)	5775	4,000	9,684	9,297	5,888	5,200
Telephone System Support (A)	5776	158	0	34	0	400
Website Hosting & Maintenance (A)	5780	0	0	200	1,848	1,150
Audit Fees (A)	6000	2,800	3,496	9,200	6,500	6,500
Engineering Services	6005	3,032	0	0	3,000	3,000
Professional Services	6025	20,503	7,478	5,479	8,000	12,000
Personnel Services	6035	5,018	1,101	461	1,000	1,000
Franchise Fees	6036	45,500	0	0	0	0
Credit Card Processing Fees	6060	2,711	2,868	3,927	5,000	5,000
Telephone	6200	1,877	1,910	1,869	2,000	2,000
Advertising	6300	0	0	300		0
Insurance (A)	6350	61,359	58,954	55,006	63,107	65,107
Utilities	6505	4,068	3,931	4,101	4,500	5,000
Ftna Fire District Assessment	6720	52	52	52	52	52
Travel & Conference	7000	254	542	0	1,500	1,500
Training	7005	364	1,200	0	1,500	1,500
Dues & Subscriptions	7015	0	132	80	700	1,500
Bad Debts	7800	5,154	11,546	11,183	14,000	14,000
Transfer to Balance		0	0	(59,618)	0	0
Total Services and Supplies		177,095	120,778	61,904	140,095	147,409
Capital Purchases/Equipment		98,115	182,578	60,836	143,014	0
IT Equipment Computers/Monitors, etc.	8103	0	0	0	0	2,600
Software Upgrade/ERP	8000	0	0	0	0	10,000
Lab Microscope (split 50% 6300/6700)	8268	0	0	0	0	1,950
Corpyard Winterization	8268	0	0	0	0	2,000
Scaffolding	8268	0	0	0	0	5,000
2 Primary Pumps	8268	0	0	0	0	15,000
Strongs Creek Pump	8268	0	0	0	0	8,000
Replace Truck 83 (split 25% Water/Sewer/Dist/Collect)	8268	0	0	0	0	20,000
Replace Mechanic Truck w/crane	8268	0	0	0	0	40,000
Air Comp-Gas Portable (split 50% Water/Sewer)	8268	0	0	0	0	800
Chlorine Ton Cylinder Scale	8268	0	0	0	0	1,800
Shop Hydraulic Press (split 33.3% Water/Sewer/Gen Srvc)	8268	0	0	0	0	550
Mech Shop scanner (split 25% Water/Sewer/Gen Srvc/PD)	8268	0	0	0	0	850
Total Capital Outlay	8268	98,115	182,578	60,836	143,014	108,550
Total		**$519,275**	**$551,599**	**$360,771**	**$556,165**	**$503,273**

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Public Works Department — *Special Funds -Solid Waste*

Purpose

Develop, implement, and monitor effective recycling programs or events designed to reduce solid waste.

Responsibilities

- Fortuna Source Reduction and Recycling Element (FSRRE)
- Solid Waste Franchise Agreements
- Monitor Eel River Transfer Station Use Permit Compliance
- Apply for, manage and report on Solid Waste Recycling Programs
  - Solid Waste Reduction
  - Used Oil Recycling
  - Used Tires Recycling
  - Beverage Container Recycling

Significant Changes

Separated the duties of the Public Works Director/City Engineer into two new positions.

Cash Projection - Solid Waste Fund 210	**2010-11 Budget**	**2011-12 Budget**	**2012-13 Budget**	**2013-14 Budget**	**2014-15 Budget**
Beginning Cash Balance	$0	$103,797	$120,130	$121,461	$122,845
Revenues					
Fees	17,351	16,927	15,336	17,123	17,100
Grant Revenue	5,000	15,000	0	10,000	40,000
Transfer In (other City Dept)	105,863	0	119,211	340	0
Other	521	78	54	0	0
Total Revenue	128,735	32,005	134,601	27,463	57,100
Operating Expenses					
Salaries and Benefits	22,641	7,962	3,705	10,865	26,760
Service and Supplies	2,297	7,710	11,055	8,934	49,800
Capital Outlay - Restricted	0	0	118,510	6,281	0
Total Operating Expenditures	24,938	15,671	133,270	26,080	76,560
OperatingSurplus/(Deficit)	103,797	16,333	1,331	1,383	(19,460)
Ending Cash Balance	$103,797	$120,130	$121,461	$122,845	$103,385

Personnel Allocation	**2010-11**	**2011-12**	**2012-13**	**2013-14**	**2014-15**
Public Works Director	-	-	0.05	0.05	-
Public Works Director/City Engineer	0.05	0.15	-	-	0.05
City Engineer	-	-	0.05		-
Engineering Technician III	-	0.05	0.15	-	-
General Services Superintendent	-	-	-	0.10	0.10
Compliance Coordinator/PT & Temporary	1.15	0.50	-	-	-
	1.20	**0.70**	**0.25**	**0.15**	**0.15**

Public Works Department — *Special Funds -Solid Waste*

History of Expenditures

Recycling Division
Fund 210 Dept 5300

		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Salaries	5100	$18,077	$5,866	$2,912	$7,888	$11,795
Vacation Buy back	5180	479	160	158		0
Benefits	5200	4,085	1,936	635	2,977	3,965
Subtotal, Salaries and Benefits		22,641	7,962	3,705	10,865	15,760
Department Supplies	5500	81	0	404	797	400
Vehicle Fuel & Oil	5505	34	0	23	0	0
Illegal Dumping Recycling	5752	456	194	601	1,018	1,200
Advertising	6300	374	215	142	261	300
Training	7005	0	0	0	16	200
Dues & Subscriptions	7015	0	16	0	100	200
Household Hazardous Waste	8117	1,157	1,011	449	1,110	6,000
Recycle Grant Recycling		0	0	3,678	3,390	0
Software Upgrade/ERP	8000	0	0	0	0	1,500
Special Projects	8237	132	8,508	11,913	622	1,000
Grant Recycling	8523	0	0	119	1,621	10,000
Subtotal, Services and Supplies		2,234	9,944	17,329	8,934	20,800
Parks & Rec Cap Outlay		0	0	118,510	0	0
Total		**$24,875**	**$17,906**	**$21,034**	**$19,799**	**$36,560**

State of California
Ca Environmental Protection Agency
Household Hazardous Waste Grant
Fund 215 Dept 5300

		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Extra Help - Temporary Staff	5100	0	0	0	0	10,735
Benefits (Taxes)	5200	0	0	0	0	265
Subtotal, Salaries and Benefits		0	0	0	0	11,000
Household Hazardous Waste Collection	8117	0	0	0	0	21,000
Special Projects/Education	8237	0	0	0	0	6,000
Administrative Overhead	9200	0	0	0	0	2,000
Subtotal, Services and Supplies		0	0	0	0	29,000
Total		**$0**	**$0**	**$0**	**$0**	**$40,000**

Special Revenues
Special Fee Districts

City of Fortuna

Public Works Department

Maintenance Districts — *Special Fee Districts*

Purpose

Manage and maintain the infrastructure of maintenance and fee assessment districts within City limits.

Responsibilities

- Maintain the infrastructure for nine (9) Maintenance Districts and Fee Assessement Areas, including storm drainage detention basins, sewer lift stations and water pumping stations.
- Maintain accurate records of current and future costs for maintenance and ensure current costs are reported timely to the County of Humboldt Tax Collector's Office.

Significant Changes

The City intends to hire a consulting agency to assess current needs this fiscal year.

Personnel Allocation

No personnel are directly allocated to Maintenance Districts and Fee Assessment Areas.

Maintenance District and Fee Assessment Areas
FUND ANALYSIS

Fund	670	671	672	673	674	675	676	677	678	Total
Beginning Bal	$36,800	65,314	136,818	30,312	8,962	14,882	8,512	17,488	5,471	$ 324,558
Revenue	6,093	9,000	6,493	24,861	1,098	2,245	2,884	5,925	1,858	60,457
	3,875	3,875	10,850	3,875	100	100	100	3,875	100	26,750
	20,610	756	3,208	335	30	30	25	900	25	25,919
Expenditures	24,485	4,631	14,058	4,210	130	130	125	4,775	125	52,669
Suplus/Deficit	-18,392	4,369	-7,565	20,651	968	2,115	2,759	1,150	1,733	7,788
Ending Cash	$18,408	69,683	129,253	50,963	9,930	16,997	11,271	18,638	7,204	$332,346

Summary of Expenditures	**2010-11 Actual**	**2011-12 Actual**	**2012-13 Actual**	**2013-14 Actual**	**2014-15 Budget**
Salaries and Benefits	$22,675	$26,750	$26,575	$26,750	$26,750
Service and Supplies	4,469	4,393	6,349	6,919	25,919
Total	**27,144**	**31,143**	**32,924**	**33,669**	**52,669**
Capital and Financing Activities					
Depreciation	$17,937	$23,137	$23,137	$23,137	$23,137

Public Works Department

Maintenance Districts

Special Fee Districts

		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Rancho Buena Vista Lift Station Maint Dist						
Fund 670						
Labor Distribution	5195	$2,900	$2,900	$2,900	$1,000	$2,900
Benefit Distribution	5295	975	975	975	975	975
Subtotal, Salaries and Benefits		3,875	3,875	3,875	1,975	3,875
Legal Services	6020	0	0	755	1,000	20,000
Administrative Charge	6055	250	250	250	250	250
Utilities	6505	379	323	360	350	350
County Admin Fee	6700	5,265	0	6	10	10
Subtotal, Services and Supplies		5,894	573	1,371	1,610	20,610
Depreciation	9100	1,614	1,614	1,614	1,614	1,614
Total		**$11,383**	**$6,062**	**$6,860**	**$5,199**	**$26,099**
Kenwood Meadows Lift Station Maintenance District						
Fund 671						
Labor Distribution	5195	$2,900	$2,900	$2,900	$2,900	$2,900
Benefit Distribution	5295	975	975	975	975	975
Subtotal, Salaries and Benefits		3,875	3,875	3,875	3,875	3,875
Administrative Charge	6055	250	250	250	250	250
Utilities	6505	610	480	576	500	500
County Admin Fee	6700	0	0	6	6	6
Subtotal, Services and Supplies		860	730	832	756	756
Depreciation	9100	3,619	3,619	3,619	3,619	3,619
Total		**$8,354**	**$8,224**	**$8,326**	**$8,250**	**$8,250**
Forest Hills Booster Station Maint. District						
Fund 672						
Labor Distribution	5195	$9,000	$9,000	$9,000	$9,000	$9,000
Benefit Distribution	5295	1,850	1,850	1,850	1,850	1,850
Subtotal, Salaries and Benefits		10,850	10,850	10,850	10,850	10,850
Department Supplies	5500	0	0	0	100	100
Equipment Repairs	5720	0	0	125	400	400
Administrative Charge	6055	250	250	250	250	250
Utilities	6505	2,430	1,998	2,253	2,450	2,450
County Admin Fee	6700	0	0	8	8	8
Subtotal, Services and Supplies		2,680	2,248	2,636	3,208	3,208
Depreciation	9100	8,000	8,000	8,000	8,000	8,000
Total		**$21,530**	**$21,098**	**$21,486**	**$22,058**	**$22,058**
Forest Hills Estates Storm Water Detention Basin Maint Dist						
Fund 673						
Labor Distribution	5195	$7,425	$2,900	$2,766	$2,900	$2,900
Benefit Distribution	5295	975	975	934	975	975
Subtotal, Salaries and Benefits		8,400	3,875	3,700	3,875	3,875
Equipment Repairs	5720	0	0	750	100	100
Administrative Charge	6055	250	250	225	225	225
County Admin Fee	6700	0	0	0	10	10
Subtotal, Services and Supplies		250	250	975	335	335
Depreciation	9100	1,695	1,695	1,695	1,695	1,695
Total		**$10,345**	**$5,820**	**$6,370**	**$5,905**	**$5,905**

Public Works Department

Maintenance Districts — *Special Fee Districts*

		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Dove Subdivision Storm Water Detention Basin Maint District						
Fund 674						
Labor Distribution	5195	$80	$80	$80	$80	$80
Benefit Distribution	5295	20	20	20	20	20
Subtotal, Salaries and Benefits		100	100	100	100	100
Administrative Charge	6055	25	25	25	25	25
County Admin Fee	6700	0	0	5	5	5
Subtotal, Services and Supplies		25	25	30	30	30
Depreciation	9100	941	941	941	941	941
Total		**$1,066**	**$1,066**	**$1,071**	**$1,071**	**$1,071**
Gulliksen Subdivision Storm Water Detention Basin Maintenance Dist						
Fund 675						
Labor Distribution	5195	$80	$80	$80	$80	$80
Benefit Distribution	5295	20	20	20	20	20
Subtotal, Salaries and Benefits		100	100	100	100	100
Administrative Charge	6055	25	25	25	25	25
County Admin Fee	6700	0	0	4	5	5
Subtotal, Services and Supplies		25	25	29	30	30
Depreciation	9100	2,068	2,068	2,068	2,068	2,068
Total		**$2,193**	**$2,193**	**$2,197**	**$2,198**	**$2,198**
Drainage Assessment Area 2009-01 Astor Subdivision						
Fund 676						
Salaries	5195	$0	$80	$80	$80	$80
Benefits	5295	0	20	20	20	20
Subtotal, Salaries and Benefits		0	100	100	100	100
Services and Supplies -Admin Fee	6055	0	25	25	25	25
Depreciation	9100	0	2,707	2,707	2,707	2,707
Total		**$0**	**$2,832**	**$2,832**	**$2,832**	**$2,832**
Sewer Maintenance Fee Area 2009-02 Astor Subdivision Lift Station						
Fund 677						
Labor Distribution	5195	$0	$2,900	$2,900	$2,900	$2,900
Benefit Distribution	5295	0	975	975	975	975
Subtotal, Salaries and Benefits		0	3,875	3,875	3,875	3,875
Department Supplies	5500	0	0	0	100	100
Equipment Repairs	5720	0	0	0	250	250
Administrative Charge	6055	0	250	250	250	250
Utilities	6505	0	242	176	300	300
Subtotal, Services and Supplies		0	492	426	900	900
Depreciation	9100	0	800	800	800	800
Total		**$0**	**$5,167**	**$5,101**	**$5,575**	**$5,575**
Drainage Assessment Area 2010-03 Wright Subdivision						
Fund 678						
Labor Distribution	5195	$0	$80	$80	$80	$80
Benefit Distribution	5295	0	20	20	20	20
Subtotal, Salaries and Benefits		0	100	100	100	100
Services and Supplies -Admin Fee	6055	0	25	25	25	25
Depreciation	9100	0	1,693	1,693	1,693	1,693
Total		**$0**	**$1,818**	**$1,818**	**$1,818**	**$1,818**

Transit Services

City of Fortuna

Parks and Recreation
Nonmajor Transit (TDA)

The Transit Department is responsible for transportation services to Fortuna Residents. Service is provided in two fashions: A public transit service offered through Humboldt Transit Authority's Regional Redwood Transit System (RTS) and the Fortuna Senior Bus Dial-A-Ride System which provides transportation to people over the age of 50 (fifty) and/or disabled.

Responsibilities

- Provide safe and efficient Public Transportation to eligible City residents.
- Ensure transporation program guidelines meet funding requirements.

Significant Changes

There are no significant expenditures or staffing changes proposed for 2014-15.

Personnel Allocation	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Bus Driver - Part Time	0.50	0.50	0.50	0.50	1.00
Bus Driver- Full Time	2.00	1.00		1.00	
Dispatcher	0.38	-	0.25	0.25	
Facility Custodian	-	0.04	0.10	0.10	0.10
Parks & Rec Administrative Assistant	0.13	0.12	-	-	-
Parks & Rec Office Supervisor	-	-	0.120	0.12	0.12
Operating Revenues/Expenditures	0.03	0.06	0.06	0.06	0.06
Total Authorized	3.04	1.72	1.03	2.03	1.28

Cash Projection

Non-Major Transit Fund

Beginning Cash Balance	$53,251	76,944	89,130	92,381	$97,881
Revenues					
Sr Bus Fees	11,189	10,572	12,787	12,167	$ 12,000
TDA Rev Allocation	190,212	181,621	200,338	230,912	245,000
Other	15	24	(376)	1,547	1,500
Total Revenue:	201,416	192,217	212,749	$ 244,626	$ 258,500
Operating Expenditures					
Salaries and Benefits	77,187	71,976	71,087	82,819	97,717
Service and Supplies	16,451	20,607	20,486	$ 15,085	19,350
Contract Services -HTA	84,085	87,448	117,925	141,222	144,058
Total Operating Expenditures	177,723	180,031	209,498	239,126	261,125
Operation Suplus/(Deficit)	23,693	12,186	3,251	5,500	(2,625)
Capital and Financing Activities					
Capital Contributions/ (Transfers)	-53	0	-1,520		2,625
Ending Cash Balance	$76,944	89,130	92,381	97,881	$95,256

Parks and Recreation
Nonmajor Transit (TDA)

History of Expenditures

		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Senior Bus	*Fund*	*590 Dept 4400*				
Salaries	*5100*	$3,107	26,972	31,833	33,842	$37,141
Part-time Regular	*5165*	22,985	24,754	23,792	23,000	31,490
Overtime	*5170*	9	14	49	530	668
Vacation Buyback	*5180/5*	3,450	463	848	257	-
Benefits	*5200*	16,840	18,095	14,318	22,062	28,418
Subtotal, Salaries and Benefits		46,391	70,298	70,840	79,690	97,717
Office Supp Sr. Bus Service	*5400*	11	158	206	1,000	200
Department Supplies	*5500*	263	766	1,096	1,000	500
Vehicle Fuel & Oil	*5505*	9,948	11,869	11,536	12,000	13,000
Vehicle Repairs	*5265*	2,057	5,247	1,365	3,000	1,000
Personnel Services	*6035*	-	594	189	-	-
Telephone	*6200*	179	180	183	200	250
Advertising	*6300*	187	219	97	300	500
Insurance	*6350*	3,400	3,400	3,400	3,400	3,400
Dues & Subscriptions	*7015*	320	355	375	400	500
Subtotal, Services and Supplies		16,365	22,788	18,447	21,300	19,350
Total Capital Outlay	*8528*	-	-	-	1,000	-
Subtotal:		**62,756**	**93,086**	**89,287**	**101,990**	**117,067**

Public Transit						
	Fund	*590 Dept 4450*				
HTA- Contract Services	*6620*	84,085	87,448	117,925	141,323	144,058
Subtotal:		**84,085**	**87,448**	**117,925**	**141,323**	**144,058**
Total Transit		**$146,841**	**$180,534**	**$207,212**	**$243,313**	**$261,125**

Debt Administration

City of Fortuna

Debt administration centralizes the City of Fortuna's long term debt obligations to allow for sound financial management and transparency in monitoring and reporting City debt that is used to fund large projects. Debt financing is used when paying for projects, maintenance, or upgrades related to City services cannot be financed by current revenues or would be impractical to do so. Debt service payments are budgeted and expected to be covered by current revenues each fiscal year.

Debt financing not only provides cash for city projects, but spreads the cost of a project over time thereby sharing the cost burden for the project with both current and future taxpayers who will benefit from the project. Financing through debt is most appropriate for long-term investments, and allows the city to maintain its assets while building for the future. Many factors influence the cost of financing, such as the amount of current outstanding debt, the opportunity cost of borrowing, and the cost of credit in the financial market. The following describes the different types of financing the city utilizes:

Capital Leasing can be used to acquire tangible assets where there is a pledge to pay the debt from current annual receipts and where the acquired assets can be placed under a lien until the debt obligation is paid off. The City of Fortuna has used capital leasing to acquire equipment that is necessary for efficient operations of City Business. In 2013 a new printer for City Hall was purchased through a capital lease program.·

General Obligation Debt: A bond secured by a pledge of the issuer's taxing powers (limited or unlimited.) More commonly, the general obligation bonds of local governments are paid from ad valorem property taxes and other general revenues; considered the most secure of all municipal debt. General obligation debt is limited in California by Proposition 13 to debt authorized by a vote of two-thirds of voters in the case of local governments or a simple majority for state issuance. In 2007, The City of Fortuna issued General Fund Revenue bonds in the amount of $4,220,000.

Tax Increment Financing, or TIF, is a public financing method which has been used as a subsidy for redevelopment and community improvement projects in many California cities for more than 50 years. The City has one tweny year Tax Increment Financing Bond for the former Redevelopment Agency "RDA". As of the dissuloution of the RDA in 2011, the City of Fortuna assumed the role of Successor Agency to ensure the repayment of the outstandinding debt to the RDA.

Special Assessment Districts can be used to finance infrastructure for a limited area of the City. With this kind of debt, special assessments, or special taxes are levied against the property owners in a defined district who directly benefit from the infrastructure improvement. The City of Fortuna has used this type of debt to finance infrastructure for specific services approved by the property owners within the assessment districts. The City has nine (9) such districts.

Special Revenue Debt can be used to finance capital projects where there is a pledge to pay the debt from a stream of revenue accruing to the City. This form of debt is used to finance facilities and improvements from enterprise fund activities which generate ongoing revenues from services provided to the community. The City of Fortuna has used this type of debt for its water and wastewater enterprises with the issuance of the 2006 Water and Wastewater Bonds. Revenues are collected through customer fees on utility bills for water and sewer services.

Summary of Annual Debt Service

Description	Annual Cost
2007 General Fund Revenue Bonds	$364,121
2006 Water Revenue Bonds	$527,548
2006 Wastewater Revenue Bonds	$860,323
California Conservation Corp Lease Fund	$138,366
Fortuna Assessment District No. 1	$38,000
US Bank - Copier Lease Payments	$5,235
Total:	**$1,933,592**

2007 General Fund Revenue Bonds

- Purpose: Refinance CCC Project & City Hall - Proceeds for General Fund Projects
- Issue Date: October 30, 2007
- Maturity Date: October 2037
- Original Principal Amount: $4,220,000
- Principal Balance July 1, 2014: $3,005,000
- Interest Rate: 3.750% - 5%
- Funding Source: General Fund Revenues

2007 GENERAL FUND REVENUE BONDS PAYMENTS FOR 2014-2015

Date	Interest Rate	Principal Due	Interest	Total Debt Service
November	5%	$230,000	$69,188	$299,188
May		$0	$64,933	$64,933
Total		$230,000	$134,121	$364,121

Principle Balance June 1, 2015 $2,775,000

2006 Water Revenue Bonds

- Purpose: Complete water improvement projects and infrastructure throughout the City.
- Issue Date: October 11, 2006
- Maturity Date: October 2036
- Original Principal Amount: $8,085,000
- Principal Balance July 1, 2014: $7,350,000
- Interest Rate: 3.750% - 5%
- Funding Source: Fees for water service.

2006 WATER REVENUE BONDS PAYMENTS FOR 2014-2015

Date	Interest Rate	Principal Due	Interest	Total Debt Service
October	5%	$190,000	$171,149	$361,149
April		$0	$166,399	$166,399
Total		$190,000	$337,548	$527,548

Principle Balance May 1, 2015 $7,160,000

2006 Wastewater Revenue Bonds

- Purpose: Wastewater Treatment Plant Expansion.
- Issue Date: October 11, 2006
- Maturity Date: October 2036
- Original Principal Amount: $13,280,000
- Principal Balance July 1, 2014; $12,285,000
- Interest Rate: 3.750% - 5%
- Funding Source: Fees for sewer service.

2006 WASTEWATER REVENUE BONDS PAYMENTS FOR 2014-2015

Date	Interest Rate	Principal Due	Interest	Total Debt Service
October	5%	$310,000	$279,036	$589,036
April		$0	$271,286	$271,286
Total		$310,000	$550,323	$860,323

Principle Balance May 1, 2015 $11,675,000

California Conservation Corps Lease Fund

- Purpose: In 1992 the California Conservation Corps entered into an agreement to lease a facility built by the Fortuna
- Funding Source: Lease payments received from the State of California.

CCC DEBT SERVICE PORTION FOR 2014-2015

Annual Debt Service*	Fund 400	#REF!	#REF!	2014-15
Interest	9200	$81,700	$83,600	$87,400
Principle	9200	57,544	54,247	50,966
Total		$139,244	$137,847	$138,366

* CCC Lease Payment Is Included in the 2007 General Fund Revenue Bond annual payments

Fortuna Assessment District No. 1

- Purpose: To finance installation of sewers in the Rohnerville & Campton Heights area and upgrades necessary to treat the additional effluent.
- Issue Date: 1979
- Maturity Date: July 2018
- Original Principal Amount: $1,005,350
- Principal Balance July 1, 2014: $160,000
- Interest Rate: 5%
- Funding Source: Assessment fees.

ASSESSMENT DISTRICT No. 1 PAYMENTS FOR 2014-2015

Date	Interest Rate	Principal Due	Interest	Total Debt Service
July	5%	$30,000	$4,750	$34,750
January		$0	$3,250	$3,250
Total		$30,000	$8,000	$38,000

Principle Balance February 1, 2015 $130,000

US Bank - Copier Lease Payments

- Purpose: To purchase a new copier for City Hall
- Date of Purchase: 2013
- Maturity Date: July 2018
- Original Principal Amount: $1,005,350
- Principal Balance July 1, 2014: $5505.00
- Interest Rate: Lease w/purchase option
- Funding Source: General Fund - Cost Allocated

Copier Lease Payments for 2014-2015

Date	Payment Amount	Total Annual Cost
Monthly Lease	$436	$5,235
Total	$436	$5,235

CDBG & Housing Programs

City of Fortuna

Housing - HOME Grant Fund — *Special Revenues*

Purpose

Provide affordable housing for low to moderate income residents of the City of Fortuna. Revenue in the Home Grant fund is generated from loan repayments, and must be held and spent in accordance with Federal Regulations on a HOME qualified project.

Responsibillities

- Improve the City's residential neighborhoods.
- Increase the supply of low and moderate income housing units and lots.

Significant Changes

None

History of Revenue/Expenditures		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Fund 230						
Legal Services	6020	1,286	555	1,500	0	5,000
Professional Services	6025	13,331	1,512	4,000	1,405	20,000
Property Tax Admin Fees	6700	7,418	0	9,000	0	0
Housing Set Aside Loans	7645	0	2,000,000	1,300,000	0	0
Bond Interest Expense (07 Bond)	8819	155,456	77,478	0	0	0
Bond Principle (07 Bond)	8612	20,000	23,750	0	0	0
Total		**$197,491**	**$2,103,295**	**$1,314,500**	**$1,405**	**$25,000**

Home Grant Fund
CASH FUND ANALYSIS

Beginning Cash Balance - July 1, 2013	$80,917
Revenues	
Program Income	$27,782
Interest Revenue	$267
Total Revenue	$28,049
Operating Expenses	
Salaries and Benefits	$0
Service and Supplies	$0
Total Expenditures	$0
OperatingSurplus/(Deficit)	$28,049
Ending Cash Balance - July 1, 2014	$108,966

Successor Agency Housing Set Aside — *Special Revenues*

Purpose

This fund was created to account for the mandated 20% housing set aside allocation derived from redevelopment program income. The set-aside funds were specifically dedicated to funding additional low-to-moderate income housing within the City of Fortuna . However, with the elimination of Redevelopment Agencies in 2011, the housing set aside fund no longer receives revenue from Redevelopment projects.

Responsibilities

- Disburse remaining funds per program guidelines.

Significant Changes

None

Housing Set Aside		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Fund 811						
Transfer Increment from A&DSF		281,711	281,711	0	0	0
Professional Services	6025	0	0	0	0	25,000
Loan Payments		0	0	0	0	0
Bond Proceeds		0	0	0	0	0
Sale of Property		0	(1,368)	0	0	0
Total		**$281,711**	**$280,343**	**$0**	**$0**	**$25,000**

Housing Set Aside
CASH FUND ANALYSIS

Beginning Cash Balance - July 1, 2014	$46,899
Revenues	
Program Income	
Interest Revenue	$500
Total Revenue	$500
Operating Expenses	
Salaries and Benefits	$0
Service and Supplies	$25,000
Total Expenditures	$25,000
Operating Surplus/(Deficit)	($24,500)
Ending Cash Balance - July 1, 2014	$22,399

Community Development Block Grants "CDBG" — Special Revenues

Purpose

The purpose of Restricted Community Development Block Grant (CDBG) fund is to provide grants and loans to assist individuals that are lower income and businesses that hire lower income individuals. Funds in this account were generated by

Responsibilities

- Provide and administer loans to eligible businesses and individuals residing or doing business in the City.
- Ensure fiscal accountability, monitoring, and reporting of CDBG funds.

Significant Changes

The California Department of Housing and Community Development has made significant changes to the CDBG program effective July 1, 2014. All funds held by Cities for CDBG projects must be combined into one fund. This means that funds 820, 825, 830, and 836 have merged into one restricted account. The restricted funds may be spent in accordance with the Reuse Plan adopted by City Council and approved by the California Department of Housing and Community Development.

Personnel Allocation

	2010-11	2011-12	2012-13	2013-14	2014-15
Finance Director	0.1275	0.1275	0.1275	0.1275	0.1275
Part-Time	1.00	1.00	-	-	0.2500
	1.1275	**1.1275**	**0.1275**	**0.1275**	**0.3775**

CDBG CASH FUND ANALYSIS

Beginning Cash Balance	$1,076,823
Revenues	
Program Income	$108,000
Interest Revenue	$3,500
Total Revenue	$111,500
Operating Expenses	
Salaries and Benefits	$21,751
Service and Supplies	$570,821
Total Expenditures	$592,572
Operating Surplus/(Deficit)	($481,072)
Ending Cash Balance	$595,751
**Other- GA Reserve*	*$174,957*

** Ending Cash Balance includes $174, 957 for Reserved for General Administration*

History of Expenditures	820	2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Fund 820 - Dept						
Combined Funds						
Salaries	5100	$7,825	$5,032	$0	$22,972	$8,930
Salary P/T	5165	86	17	0	0	9,955
Benefits	5200	2,870	1,898	0	8,034	2,866
Subtotal Salaries and Benefits		10,781	6,947	0	31,006	21,751
Advertising	6300	0	0	2,000	2,000	4,000
Audit Fees	6000	0	0	0	0	5,000
Bad Debts	7800	0	0	0	0	30,000
CDBG Energy Grant	7649	8,873	0	1,000	0	0
CDBG Relocation Grant	7651	500	0	750	0	0
Econ. Development Loans	7650	0	0	0	0	471,221
Legal Services	6020	2,160	0	2,000	1,000	3,500
Office Supplies	5400	0	0	0	5,776	600
Program Administration	5265	0	0	0	15,229	30,000
Program Delivery	6052	0	44,163	65,000	1,066	25,000
Training & Conference	7000	0	0	0	0	1,500
Total CDBG		**$22,314**	**$51,110**	**$70,750**	**$56,077**	**$592,572**

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Capital Improvement Projects By Fund

City of Fortuna

Public Works Department

Capital Improvement Projects — *General Fund, Special Revenues, & Enterprise Funds*

Purpose

The Capital Improvement Program (CIP) is a five-year planning tool used by the City of Fortuna. The CIP is used to identify necessary infrastructure improvements and to coordinate the financing and timing of improvements in a way that maximizes the return to the public. The program works as a guide for identifying and estimating current and future fiscal year requirements to maintain the City's infrastructure, such as roads, sidewalks, streetlights, sewer and water mains, pipes and manholes, parks, community centers, city buildings and other infrastructure within the City.

Significant Changes

Engineering Tech II left vacant for fiscal year 14/15.

Personnel Allocation	2010-11	2011-12	2012-13	2013-14	2014-15
Public Works Director/City Engineer	-	0.20	0.20	-	0.15
DevelopmentServices Manager	-	-	-	-	-
Finance Director	0.25	0.10	0.10	0.10	0.03
Engineering Tech II	-	0.10	0.10	0.20	-
Engineering Tech III	-	-	0.10	0.20	0.20
City Carpenter II	-	0.25	0.25	0.25	0.10
City Carpenter III	-	0.25	0.20	0.25	0.10
General Services Superintendent	-	0.15	0.15	0.25	0.20
Lead Street Maintenance Worker	-	0.15	0.15	0.25	0.25
Street Maintenance Worker II	-	0.30		0.25	0.10
Street Maintenance Worker II	-	-	0.15	0.25	0.10
Street Maintenance Worker III	-	0.30	0.15	0.25	0.10
Vehicle & Equipment Mechanic II	-	0.02	0.07	0.07	-
Vehicle & Equipment Mechanic II	-	-	0.07	0.07	-
Utilities Superintendent	-	0.10	0.10	0.10	-
Utility Worker II	-	-	0.30	0.30	0.05
Utility Worker III	-	0.20	0.10	0.10	0.05
Lead Utility Worker		-	0.10	0.10	0.10
Chief Treatment Plant Operator	-	0.05	-	-	-
Total Authorized	**0.25**	**2.17**	**2.29**	**2.99**	**1.53**

History of Expenditures		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Salary and Benefit Allocations						
Salaries	5100	$0	$0	$0	$0	$70,033
Overtime	5170	0	0	0	0	443
Benefits	5200	0	0	0	0	38,010
Subtotal, Salaries and Benefits		0	0	0	0	108,486
Capital Outlay - CIP Projects	Fund					
General Fund	100	722,500	0	0	393,000	162,000
Special Bonds - Police Department	350	1,500,000	0	0	0	800,000
Other Programs	Various	0	0	0	0	605,530
Roads	260	1,828,233	0	0	1,513,833	683,231
Drainage	130	342,510	0	0	786,000	474,500
Water	500	1,169,333	0	0	2,473,733	787,333
Wastewater	550	729,834	0	0	2,055,333	1,265,833
Subtotal CIP		6,292,410	0	0	7,221,899	4,778,427
Total CIP Expenditures		**$6,292,410**	**$0**	**$0**	**$7,221,899**	**$4,886,913**

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Public Works Department

Capital Improvement Projects ***General Fund, Special Revenues, & Enterprise Funds***

	General Fund 100	Drainage Facilities 130	Gen Fund Bond 350	Water Reserve 510	Sewer Fund 560	Gas Tax Fund 280	TDA Fund 260	Total 2014-15
Water Projects								
Angel Hts & Vancil St, Angel Hts to Stewart (pave damage from waterline project)				200,000				200,000
Vista from Stewart to High St & Stewart from Vancil to Vista (pave following waterline project)				50,000				50,000
High Street - replace 1" with 2" overlay				51,000				51,000
Orchard Lane - Replace old 6" AC with 6" C-900 + Hydrant				18,000				18,000
Rehab Hillside/Campton Heights Water Tank Coating		5,265		105,000				105,000
Replace blue plastic services in Campton Heights area				25,000				25,000
PW Corp Yard Improvements (shared w/Wat, Sew & Roads)				13,333				13,333
Thelma St - School to Drake Hill (pave after water lateral replacement)				125,000				125,000
Vancil Reservoir Maintenance (Roof & Site)				180,000				180,000
Jones Court - Replace 2" cast iron with 2" Sch 80PVC				20,000				20,000
Total	**$0**	**$5,265**	**$0**	**$787,333**	**$0**	**$0**	**$0**	**$787,333**
Wastewater Projects								
Replace Primary Clarifier Drive					150,000			150,000
Summer Discharge Compliance					500,000			500,000
WWTP Facility Flood Prof Proj (25% City cost)					25,000			25,000
Replace 10# Main from 12th St to Forbusco Parking Lot (MH403-414) w/12"					78,000			78,000
PLC Replacement for panels 1 & 2					50,000			50,000
Replace walls in circular contact basin w/block					40,000			40,000
8th, P St to Main - replace with 6" SDR 35					105,000			105,000
14th/15th Alley, N to P - replace with 6" SDR 35					81,000			81,000
15th/16th Alley, N to P - replace with 6" SDR 35					81,000			81,000
PW Corp Yard Improvements (shared w/Wat, Sew & Roads)					13,333			13,333
WWTP Equalization Ponds Rehab					100,000			100,000
Newburg Road - Install Manhole between Orchard Lane and Fortuna Rehabilitation Center					7,500			7,500
Pave compost area					35,000			35,000
WWTP Facility Flood Protection Project - 75% Funding from FEMA					75,000			75,000
Total	**$0**	**$0**	**$0**	**$0**	**$1,340,833**	**$0**	**$0**	**$1,340,833**
Miscellaneous Projects								
ADA Transition Plan (Various Projects)	15,000							15,000
New Police Facility (Funding Source 350)	0		800,000					800,000
City Hall Entrance Foyer & ADA Remodel	125,000							125,000
Softball Fields (taller poles & screens)	12,000							12,000
Rohner Park Remodel Rec Center (Goble Donation)	120,000							120,000
Newburg Park Security System	5,000							5,000
Depot Museum Security	5,000							5,000
Total	**$282,000**	**$0**	**$800,000**	**$0**	**$0**	**$0**	**$0**	**$1,082,000**
Total Capital Improvements	**$282,000**	**$829,765**	**$800,000**	**$787,333**	**$1,340,833**	**$73,300**	**$679,761**	**$4,778,427**

Public Works Department

Capital Improvement Projects

General Fund, Special Revenues, & Enterprise Funds

	General Fund 100	Drainage Facilities 130	Gen Fund Bond 350	Water Reserve 510	Sewer Fund 560	Gas Tax Fund 280	TDA Fund 260	Total 2014-15
Street Construction & Expansion								
Rohnerville Rd R/W, Environmental & PS&E (STIP project)							250,000	250,000
Rohnerville Rd, Jordan to School St, Main at Newell - HSIP Project (10% match)							9,898	9,898
P - 12th to 14th with drainage work							50,000	50,000
Retro reflective Sign Compliance							8,000	8,000
Downtown Handicap Parking reconstruction							10,000	10,000
PW Corp Yard Improvements (shared w/Water, Sewer & Roads)							13,333	13,333
Redwood Way grind & pave (Ftna Blvd to bus stop)							80,000	80,000
Rohnerville Rd, Jordan to School St, Main at Newell safety project (HSIP)							46,530	46,530
Total	$0	$0	$0	$0	$0	$0	$467,761	$467,761
Street Overlays & Microsurfacing								
Valley View from Cypress Loop to Rohnerville Road							112,000	112,000
Fortuna Blvd, Newburg to Redwood Way, 13th, Main to P St, 2nd St, Spring to Ftna Blvd, N St from 15th to Rohner Creek, 15th St(end) to N St							100,000	100,000
Total	$0	$0	$0	$0	$0	$0	$212,000	$212,000
Sidewalk, Bike Lane & ADA Construction Projects								
Rohnerville Rd, School to Drake Hill - ADA Compliance						25,000		25,000
ADA Sidewalk Improvement Programs						12,500		12,500
Bike Lane Striping & Signage (2% set aside)						7,500		7,500
Crosswalk Safety Program						5,000		5,000
Total	$0	$0	$0	$0	$0	$59,300	$0	$50,000
Traffic Signal & Intersection Improvements								
Street Light Pole & Lamp Replacement						6,000		6,000
Battery Backup for Traffic Signals (4)						8,000		8,000
Total	$0	$0	$0	$0	$0	$14,000	$0	$14,000
Drainage Projects								
Rohner Creek Widening/Habitat Improvement (DWR 50% City match)		350,000						350,000
8th St - Southern outlet		80,000						80,000
Newburg Rd between 12th & Fortuna Blvd - Install 3 manholes on 42 & 48" SD		26,500						26,500
Jameson Creek culvert at Rohnerville Rd (25% City match)		5,000						5,000
South 15 outfall & culvert replacement		3,000						3,000
Culvert at Strongs Creek footbridge		10,000						10,000
share)		350,000						350,000
Total	$0	$824,500	$0	$0	$0	$0	$0	$824,500

Enterprise Funds
&
Special Revenue

City of Fortuna

Revenue Summary ***Enterprise and Special Revenues***

		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Police Department						
Funds 185, 188, 186, 105						
Office of Traffic Safety - AVOID	185-4324	0	0	20,478	47,085	85,000
Dept of Alcohol Beverage Control~ ABC	188-4324	0	0	0	18,819	16,000
Humboldt Co Law Enforcement-Realignment Pool	181-4324	0	0	154	2,616	44,384
Donations - K-9 Program	105-4344	21,229	22,089	150,383	34,761	28,482
Asset Forfeiture	180-4187	0	0	0	9,900	0
Total		$21,229	$22,089	$171,015	$113,181	$173,866
Development Review						
Fund 120						
Building Permits	120-4400	100,512	164,511	134,188	189,488	130,500
Building Plan Check Fees	120-4405	36,702	36,585	36,405	35,224	37,500
Engineering Plan Check Fees	120-4410	1,435	0	3,561	0	0
Engineering Inspection Fees	120-4410	0	2,375	6,136	3,450	3,500
Subdivision Application Fees	120-4420	2,582	3,400	(13,318)	32,955	10,000
Zoning Fees	120-4425	3,075	935	3,587	6,845	6,250
DOT John Campbell Greenway		0	0	0	65,201	0
Total		$144,306	$207,806	$170,558	$333,163	$187,750
River Lodge/Monday Club Revenue						
Fund 160						
Linen Rental	160-4221	6,434	4,700	4,717	5,068	6,000
Visitor Center Sales	160-4223	26,448	16,076	19,868	20,855	20,000
Catering Services	160-4225	23,188	22,265	15,776	19,578	15,000
River Lodge Rent	160-4226	112,481	94,628	82,802	90,000	91,000
Kitchen Rental	160-4227	21,026	17,162	15,938	15,000	15,000
Transfer TOT		(37)	0	(12)	60,000	0
Wedding Packages	160-4662	35,000	40,500	56,250	50,000	40,000
Special Events	160-4664	4,800	0	0	1,667	0
Bridal Faire	160-4666	10,540	9,480	10,855	10,000	10,000
Craft Faire	160-4667	0	5,149	4,350	4,000	4,000
Donations - Riverlodge	160-4710	0	0	0	0	500
Monday Club Linen Rental	160-4217	439	156	287	300	300
Monday Club Rent	160-4224	26,993	25,585	28,960	25,000	25,000
Total		$267,312	$235,701	$239,789	$301,468	$226,800
Museum						
Fund 165						
Gift Shop Sales	165-4233	7,588	5,877	2,696	3,500	3,500
Interest Income	165-4200	65	62	27	75	75
Total		$7,653	$5,939	$2,722	$3,575	$3,575
Senior Bus Program						
Fund 590						
Allocation From TDA Transit Tax	590-4041	190,212	181,016	197,217	230,912	245,000
Bus Rider Fees	590-4665	11,189	10,572	12,787	12,167	12,200
ARRA Grant - Transportation		680,215	0	0	0	0
STAF Grant	590-4327	6,600	605	3,121	1,287	0
Other	590-4200	15	51,371	(376)	1,287	1,500
Total		$888,231	$243,564	$212,749	$245,653	$258,700
Business Improvement District						
Fund 250						
City Wide Assessment Fee	250-4110	30,129	29,645	28,724	30,000	30,000
Downtown Assessment Fee	250-4111	12,776	13,066	12,028	12,800	12,800
Redwood Village Assessment Fee	250-4112	6,990	7,765	7,787	8,000	8,000
Strong's Creek Plaza	250-4113	958	3,753	3,297	3,700	3,700
Transfer Out- FBID	250-4115	(50,866)	(54,655)	(51,884)	(54,600)	(54,600)
Interest Income	250-4200	73	55	49	100	100
Total		$60	($371)	($0)	$0	$0

Revenue Summary ***Enterprise and Special Revenues***

		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Solid Waste Program						
Fund 210						
Transfer Station Regulatory Fees	210-4450	17,351	16,928	15,336	16,000	17,100
Grant Revenues	210-4322	5,000	10,000	118,510	0	40,000
Oil Recycling Grant	210-4330	0	5,000	701	5,000	0
Interest Income	210-4200	0	27	54	60	60
Miscellaneous Revenue	210-4660	526	780	54	60	60
Total		$22,877	$32,708	$134,601	$21,060	$57,160
Water Revenues						-
Fund 500						
Water Service Charges	500-4600	2,196,574	2,163,286	2,233,167	2,308,678	2,308,700
Interest Income	500-4200	23,468	21,838	7,510	24,481	25,000
Water Capital Connection		21,183	84,516	30,592	69,410	65,000
Total		$2,241,225	$2,269,640	$2,271,269	$2,402,570	$2,398,700
Wastewater Revenues						
Fund 550						
Wastewater Service Charges & Fees	550-4605	3,512,445	3,491,810	3,411,545	3,445,436	3,484,000
Interest Income	550-4200	24,119	23,674	11,009	35,250	30,000
Wastewater Capital Connection	550-4635	88,261	181,117	65,734	119,805	104,000
Other Revenues	550-4615	257,169	23,284	18,791	27,886	35,000
Total		$3,881,994	$3,719,885	$3,507,079	$3,628,376	$3,653,000
Shared State Revenues/Taxes						
Transportation Development Act (SB325) Fund 590	590-4041	190,212	181,016	197,217	230,912	245,000
- Less Allocation to Transportation Program	590-4041	(190,212)	181,016	(197,217)	(230,912)	(245,000)
Non-Transit Tax Fund 260	260-4040	165,782	175,592	159,233	178,366	178,366
TDA 2% Set-Aside Fund 265	265-4046	7,478	7,477	7,322	8,810	8,700
TEA & STIP Fund 270	270-4267	52,519	60,728	283	761	765
Gas Tax Fund 280	280-4260	299,857	212,312	284,557	350,249	350,000
Gas Tax Administration Fund 295	295-4260	3,008	6,854	3,008	30	3,000
Total		$355,384	$279,894	$287,848	$351,040	$353,765
Services & Fee Development Revenues						
Fund 130, 140, 152, 200						
Drainage Facility Revenues	130-4430	6,828	50,736	15,245	8,000	8,000
Traffic Impact Fees-Citywide	140-4435	5,890	24,656	9,150	6,600	6,600
Traffic Impact Fees - Hillside Drive	152-4200	78	61	23	70	70
Storm Drain Maintenance	200-4100	48,792	43,022	42,537	43,221	43,221
Total		$61,588	$118,475	$66,955	$57,891	$57,891
Special Assessment Revenue						
Fund 670, 671, 672, 673, 674, 675, 676, 677, 678						
Rancho Bueno Vista Sewer Maintence District	670-4780	6,118	5,874	6,258	6,093	6,093
Kenwood Meadows Sewer Maintenance District	671-4780	8,341	8,158	8,319	9,000	9,000
Forest Hills Estates Stormwater Detention Basin	672-4780	23,921	24,799	22,067	24,861	24,861
Forest Hills Storm Water Detention	673-4780	6,525	6,485	5,864	6,493	6,493
Dove Subdivision Stormwater Detention Basin Maint Distr	674-4780	1,094	1,091	1,077	1,098	1,098
Gulliksen Subdivision Stormwater Detention Basin Maint Dist	675-4780	2,303	2,230	2,210	2,245	2,245
Astor Subdivision Stormwater Detention Maint District	676-4780	0	0	0	2,884	2,884
Astor Lift Station Sewer Maint District	677-4780	0	0	0	5,925	5,925
Wright Subdivision Stormwater Detention Basin Maint Dist	678-4780	0	1,818	3,648	1,858	1,858
Total		$48,302	$50,455	$49,443	$60,457	$60,457
Subtotal Enterprise and Special Revenues		**$7,940,161**	**$7,185,785**	**$7,114,029**	**$7,518,434**	**$7,431,664**

Revenue Summary ***Enterprise and Special Revenues***

		2010-11 Budget	2011-12 Budget	2012-13 Budget	2013-14 Budget	2014-15 Budget
Other Revenue						
California Conservation Corp						
Building Fund 885						
State CCC Reimbursement	885-4375	9,073	9,975	245,000	245,000	245,000
Interest Income	885-4200	34	30	1,136	3,459	3,500
Total		$9,107	$10,005	$246,136	$248,459	$248,500
HOME Grant Fund						
Fund 230						
Loan Repayments	230-4835	12,156	15,288	0	27,782	27,782
Interest Income	230-4200	158	158	75	267	267
Total		$12,314	$15,446	$75	$28,049	$28,049
Housing Set-Aside Fund						
Fund 811						
Trans Increment from A&DSF	////	281,711	281,711	0	0	0
Interest Income	811-4200	13,988	9,232	0	178	500
Total		$295,699	$290,943	$0	$178	$500
State of California -						
Community Dev Block Grants (CDBG) 825						
Loan Repayments	825-4830	43,722	16,128	21,761	51,659	108,000
Interest Income	825-4200	1,966	5,236	189	4,150	3,500
Total		$45,688	$21,364	$21,950	$55,810	$111,500
CIP Projects						
Fund 305, 351, 352						
McLean Foundation - Riverlodge	305-4344	0	0	0	0	5,000
U.S. Depart of Homeland Security~ FEMA - CIP PROJECT	351-4344	0	0	0	0	75,000
State of California - Dept of Water Resources	352-4344	0	0	0	0	350,000
Total		$0	$0	$0	$0	$430,000
Subtotal Other		**$362,808**	**$337,758**	**$268,160**	**$332,495**	**$818,549**
Total Restricted Fund Revenues		**$8,302,969**	**$7,523,543**	**$7,382,189**	**$7,850,929**	**$8,250,213**

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Appendix

City of Fortuna

RESOLUTION 2014-14

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FORTUNA ADOPTING THE ANNUAL GENERAL FUND BUDGET AND PAY PLAN FOR FISCAL YEAR 2014-2015

WHEREAS, the proposed General Fund budget for Fiscal Year 2014-2015 for the City of Fortuna beginning July 1, 2014 was presented by the City Manager to the City Council on May 19 and May 28 as budget workshop sessions; and

WHEREAS, the City Council received public comment during the budget workshop sessions and reviewed, studied, and directed the City Manager to revise the proposed General Fund Budget; and

WHEREAS, the proposed General Fund Budget for Fiscal Year 2014-2015 for the City of Fortuna was presented at a duly noticed Public Hearing by the City Manager on June 16, 2014; and

WHEREAS, the City Council has considered comments from the staff and public on the proposed General Fund budget for Fiscal Year 2014-2015; and

WHEREAS, the voters of California added Article XIII(B) to the State Constitution placing limitations on the appropriations of Fortuna's revenues; and

WHEREAS, the City is required to adhere to the revenue appropriations limitations imposed by Article XIII(B) to the State Constitution; and

WHEREAS, the City of Fortuna must use the percentage change in the population factor as of January 1, 2014, in conjunction with a change in the cost of living, or price factor to calculate the appropriation limit for fiscal year 2014-2015.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Fortuna as follows:

Section 1. Budget Adoption:
The budget document entitled "City of Fortuna 2014-2015 Fiscal Year General Fund Budget", including the 2014-2015 Pay Plans, (Resolution Attachment 1) as presented by the City Manager at a public hearing on June 16, 2014 is adopted as the General Fund Budget of the City for the 2014-2015 fiscal year, and the amounts stated therein as proposed expenditures shall be appropriated to the objects and purposes therein.

Section 2. Budget Transfers:
The City Manager is authorized to make budget transfers within a department from one object account to another object account without increasing the overall budget for the department in accordance with City Council Policy 301.

Section 3. Modifications to the Budget:
The City Council shall approve, in advance, all the following types of proposed modifications:

A. Any significant change in program level or content.

B. Any increase in total appropriations.

C. Any budget transfer from one department to another.

D. Any substitution in capital projects or capital items.

Section 4. Self Supporting Programs:
With regard to self-supporting recreation programs and other similar programs, the above provisions for budgetary approval shall not apply, providing there will be no net cost to the City. Nevertheless, the City Manager shall present to the City Council in a public meeting any proposed modification in self-supporting programs for review and approval.

Section 5. Spending Limits:
Subject to California Constitution Article XIII (B), the City of Fortuna's fiscal year 2014-2015 appropriations limit total is $9,883,449 with the proceeds of taxes limit totaling $3,956,413 leaving an available surplus of $5,927,036.

Section 6. Per Capita Change and Growth Rate:
The City Council selected the California Per Capita Change in Personal Income of 0.23% and the City of Fortuna growth rate of 0.54% for census year 2012 as established by the Department of Finance to compute the FY 2014-2015 Appropriation Limit.

PASSED, APPROVED, AND ADOPTED this 16th day of June 2014 by the following vote:

AYES: Council Member Glaser, Long, Trent, Mayor Pro Tem Losey, Mayor Strehl
NOES: None
ABSENT: None
ABSTAIN: None

_____
Douglas Strehl, Mayor

ATTEST:

_____
Linda Jensen, City Clerk

RESOLUTION 2014-40

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FORTUNA ADOPTING THE ANNUAL RESTRICTED FUND BUDGET AND PAY PLAN FOR FISCAL YEAR 2014-2015

WHEREAS, the proposed Restricted Fund Budget for Fiscal Year 2014-2015 for the City of Fortuna, effective July 1, 2014 was presented by the City Manager to the City Council on September 2, 2014; and

WHEREAS, the proposed Restricted Fund Budget for Fiscal Year 2014-2015 for the City of Fortuna was presented at a duly noticed Public Hearing by the City Manager on September 2, 2014; and

WHEREAS, the City Council has considered comments from the staff and public on the proposed Restricted Fund budget for Fiscal Year 2014-2015; and

WHEREAS, the voters of California added Article XIII(B) to the State Constitution placing limitations on the appropriations of Fortuna's revenues; and

WHEREAS, the City is required to adhere to the revenue appropriations limitations imposed by Article XIII(B) to the State Constitution; and

WHEREAS, the City of Fortuna must use the percentage change in the population factor as of January 1, 2014, in conjunction with a change in the cost of living, or price factor to calculate the appropriation limit for fiscal year 2014-2015; and

WHEREAS, the City Council reviewed and adopted the City's 2014-15 General Fund Budget on June 16, 2014, including the 2014-2015 City Fee Schedule and the City's Five-Year Capital Improvement Program for inclusion in the City's 2014-15 annual budget; and

WHEREAS, the City Council reviewed and adopted the City's 2014-15 Personnel Allocations and Organization Chart for inclusion in the 2014-15 Annual Budget on July 7, 2014; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Fortuna as follows:

Section 1. Budget Adoption:
The budget document entitled "City of Fortuna 2014-2015 Fiscal Year Restricted Fund Budget" is adopted as the Restricted Fund Budget for the City of Fortuna for the 2014-2015 fiscal year, and the amounts stated therein as proposed expenditures shall be appropriated to the objects and purposes therein.

Section 2. Budget Transfers:
The City Manager is authorized to make budget transfers within a department from one object account to another object account without increasing the overall budget for the department in accordance with City Council Policy 301.

Section 3. Modifications to the Budget:
The City Council shall approve, in advance, all the following types of proposed modifications:

A. Any significant change in program level or content.

B. Any increase in total appropriations.

C. Any budget transfer from one department to another.

D. Any substitution in capital projects or capital items.

Section 4. Self Supporting Programs:
With regard to self-supporting Enterprise and Special Fund programs, and other similar programs, the above provisions for budgetary approval shall not apply, providing there will be no net cost to the City. Nevertheless, the City Manager shall present to the City Council in a public meeting any proposed modification in self-supporting programs for review and approval.

Section 5. Spending Limits:
Subject to California Constitution Article XIII (B), the City of Fortuna's fiscal year 2014-2015 appropriations limit total is $9,883,449 with the proceeds of taxes limit totaling $3,956,413 leaving an available surplus of $5,927,036.

Section 6. Per Capita Change and Growth Rate:
The City Council selected the California Per Capita Change in Personal Income of 0.23% and the City of Fortuna growth rate of 0.54% for census year 2012 as established by the Department of Finance to compute the FY 2014-2015 Appropriation Limit.

PASSED, APPROVED, AND ADOPTED this 2nd day of September 2, by the following vote:

AYES: Council Member Glaser, Long, Trent, Mayor Strehl
NOES: None
ABSENT: Mayor Pro Tem Losey
ABSTAIN: None

_____
Douglas Strehl, Mayor

ATTEST:

_____
Linda Jensen, City Clerk

Employee Allocations
By Fund/Department

		General Fund									
		City Mgr 100-1100	City Clerk 100-1150	Finance 100-1200	General Govt 100-1500	Risk Mgmnt 100-1600	Police 100-2000	PW Admin 100-4000	Gen Svc Streets 100-4100	Com Dev Planninng 100-5000	PW Engineer 100-5100
Administration and Development											
City Manager/City Clerk											
178	City Manager	0.42									
80	Administrative Assistant	0.30	0.15			0.15					
98	City Clk/Human Resource Manager	0.20	0.20			0.20					
Community Development											
95	Associate Planner									0.40	
81	Building Official										
82	Building Inspector										
90	Deputy Director of Com Development									0.30	
Finance											
28	Account Clerk II			0.30							
30	Senior Account Clerk II			0.30							
80	Senior Account Clerk III			0.19							
129	Finance Director			0.43							
	Subtotal, Admin and Development	**0.92**	**0.35**	**1.22**	**-**	**0.35**	**-**	**-**	**-**	**0.70**	**-**
Police											
20	Records Mngt/Relief Dispatcher						1.00				
35	CSO - Field Admin						3.00				
35	Community Services Officer						4.00				
79	Police Officer						9.00				
86	Office Supervisor - Police						1.00				
125	Police Sergeant						4.00				
126	Lieutenant						1.00				
171	Police Chief						1.00				
	Subtotal, Police	**-**	**-**	**-**	**-**	**-**	**24.00**	**-**	**-**	**-**	**-**
Public Works / Parks & Recreation											
Administration and Engineering											
164	Public Works Director/City Engineer							0.10	0.05		0.05
80	Senior Administrative Assistant							0.20			
45	Facility Custodian				0.20		0.20				
83	Development Services Manager								0.10		0.20
Parks & Recreation											
31	Recreation Office Supervisor										
27	Recreation Supervisor										
18	Museum Curator (PT)										
27	Conference Center Supervisor										
70	Conference Center Manager										
27	Bus Driver II										
General Services											
86	General Services Superintendent								0.10		
46	Park Maintenance Worker II										
46	Park Maintenance Worker II										
72	Lead Park Maintenance Worker										
58	Park Maintenance Worker III										
46	Street Maintenance Worker II								0.20		
58	Street Maintenance Worker III								0.20		
46	Street Maintenance Worker II								0.20		
72	Lead Street Maintenance Worker								0.20		
72	Vehicle & Equipment Mechanic II						0.19	0.01	0.30		0.01
72	Vehicle & Equipment Mechanic II						0.19	0.01	0.30		0.01
67	City Carpenter II								0.15		
68	City Carpenter III								0.15		
Utilities - Distribution and Collection											
58	Utility Worker III										
46	Utility Worker II										
72	Lead Utility Worker										
46	Utility Worker II										
46	Utility Worker II										
Utilities - Treatment											
88	Chief Treatment Plant Operator										
63	Laboratory Director										
72	Treatment Plant Mechanic										
95	Treatment Plant Operator III/Shift Supervisor										
95	Treatment Plant Operator III/Shift Supervisor										
60	Treatment Plant Operator I										
60	Treatment Plant Operator II										
60	Treatment Plant Operator II										
60	Treatment Plant Operator II										
60	Treatment Plant Operator in Training										
	Subtotal, Public Works/Parks/Rec	**-**	**-**	**-**	**0.20**	**-**	**0.57**	**0.31**	**2.00**	**-**	**0.52**
Grand Total		**0.92**	**0.35**	**1.22**	**0.20**	**0.35**	**24.57**	**0.31**	**2.00**	**0.70**	**0.52**

Employee Allocations By Fund/Department

		General Fund					Development Fund			Lodge
		Parks & Rec								
		Recreation 100-5400	Parks 100-5450	Library 100-5500	Museum 100-5600	Subtotal, Fund	Building 120-3000	Dev Review 120-3100	Subtotal	River Lodge 160-5800
Administration and Development										
City Manager/City Clerk										
178	City Manager					0.42	0.03	0.12	0.15	
80	Administrative Assistant					0.60			-	
98	City Clk/Human Resource Manager					0.60			-	
Community Development										
95	Associate Planner					0.40	0.10	0.50	0.60	
81	Building Official					-	0.80	0.20	1.00	
82	Building Inspector					-	1.00		1.00	
90	Deputy Director of Com Development					0.30	0.10	0.50	0.60	
Finance										
28	Account Clerk II					0.30	-	-	-	
30	Senior Account Clerk II					0.30	-		-	
80	Senior Account Clerk III					0.19			-	
129	Finance Director					0.43		-	-	
	Subtotal, Admin and Development	-	-	-	-	**3.54**	**2.03**	**1.32**	**3.35**	-
Police										
20	Records Mngt/Relief Dispatcher					1.00			-	
35	CSO - Field Admin					3.00			-	
35	Community Services Officer					4.00			-	
79	Police Officer					9.00			-	
86	Office Supervisor - Police					1.00			-	
125	Police Sergeant					4.00			-	
126	Lieutenant					1.00			-	
171	Police Chief					1.00			-	
	Subtotal, Police	-	-	-	-	**24.00**	**0.00**	**0.00**	-	-
Public Works / Parks & Recreation										
Administration and Engineering										
164	Public Works Director/City Engineer	0.05	0.05			0.30			-	
80	Senior Administrative Assistant					0.20			-	
45	Facility Custodian		0.10	0.10		0.60			-	0.20
83	Development Services Manager					0.30		0.10	0.10	
Parks & Recreation										
31	Recreation Office Supervisor	0.88				0.88			-	
27	Recreation Supervisor	1.00				1.00			-	
18	Museum Curator (PT)					-			-	
27	Conference Center Supervisor					-			-	1.00
70	Conference Center Manager					-			-	1.00
27	Bus Driver II					-			-	
General Services										
86	General Services Superintendent					0.10			-	
46	Park Maintenance Worker II		0.85			0.85			-	0.10
46	Park Maintenance Worker II		0.95			0.95			-	
72	Lead Park Maintenance Worker		0.85			0.85			-	0.10
58	Park Maintenance Worker III		0.95			0.95			-	
46	Street Maintenance Worker II					0.20			-	
58	Street Maintenance Worker III					0.20			-	
46	Street Maintenance Worker II					0.20			-	
72	Lead Street Maintenance Worker					0.20			-	
72	Vehicle & Equipment Mechanic II		0.09			0.59	0.01		0.01	
72	Vehicle & Equipment Mechanic II		0.09			0.59	0.01		0.01	
67	City Carpenter II					0.15			-	
68	City Carpenter III					0.15			-	
Utilities - Distribution and Collection										
58	Utility Worker III					-			-	
46	Utility Worker II					-			-	
72	Lead Utility Worker					-			-	
46	Utility Worker II					-			-	
46	Utility Worker II					-			-	
Utilities - Treatment										
88	Chief Treatment Plant Operator					-			-	
63	Laboratory Director					-			-	
72	Treatment Plant Mechanic					-			-	
95	Treatment Plant Operator III/Shift Supervisor					-			-	
95	Treatment Plant Operator III/Shift Supervisor					-			-	
60	Treatment Plant Operator I					-			-	
60	Treatment Plant Operator II					-			-	
60	Treatment Plant Operator II					-			-	
60	Treatment Plant Operator II					-			-	
60	Treatment Plant Operator in Training					-			-	
	Subtotal, Public Works/Parks/Rec	**1.93**	**3.93**	**0.10**	-	**9.56**	**0.07**	**0.20**	**0.27**	**2.40**
Grand Total		**1.93**	**3.93**	**0.10**	-	**37.10**	**2.10**	**1.52**	**3.62**	**2.40**

Employee Allocations By Fund/Department

		General Services				Transit	CDBG	CIP	
		Storm Drain Maintenance 200-4300	Solid Waste Recycling 210-5300	Traffic Control 280-4200	Gas Tax Eng/Admin 295-4800	590-4400	820-7200	Capital Projects Various	Subtotal, Other Programs
Administration and Development									
City Manager/City Clerk									
178	City Manager								0.15
80	Administrative Assistant								-
98	City Clk/Human Resource Manager								-
Community Development									-
95	Associate Planner								0.60
81	Building Official								1.00
82	Building Inspector								1.00
90	Deputy Director of Com Development								0.60
Finance									-
28	Account Clerk II								-
30	Senior Account Clerk II								-
80	Senior Account Clerk III			0.05					0.05
129	Finance Director				0.01		0.1275		0.14
	Subtotal, Admin and Development	**-**	**-**	**0.05**	**0.01**	**0.00**	**0.13**	**0.00**	**3.54**
Police									
20	Records Mngt/Relief Dispatcher								-
35	CSO - Field Admin								-
35	Community Services Officer								-
79	Police Officer								-
86	Office Supervisor - Police								-
125	Police Sergeant								-
126	Lieutenant								-
171	Police Chief								-
	Subtotal, Police	**-**	**-**	**-**	**-**	**0.00**	**0.00**	**0.00**	**0.00**
Public Works / Parks & Recreation									
Administration and Engineering									
164	Public Works Director/City Engineer	0.05	0.05						0.10
80	Senior Administrative Assistant								-
45	Facility Custodian					0.10			0.30
83	Development Services Manager	0.10						0.20	0.40
Parks & Recreation									
31	Recreation Office Supervisor					0.12			0.12
27	Recreation Supervisor								-
18	Museum Curator (PT)								-
27	Conference Center Supervisor								1.00
70	Conference Center Manager								1.00
27	Bus Driver II					1.00			1.00
General Services									
86	General Services Superintendent	0.03	0.10	0.28				0.20	0.60
46	Park Maintenance Worker II								0.10
46	Park Maintenance Worker II								-
72	Lead Park Maintenance Worker								0.10
58	Park Maintenance Worker III								-
46	Street Maintenance Worker II	0.05		0.40				0.10	0.55
58	Street Maintenance Worker III	0.05		0.40				0.10	0.55
46	Street Maintenance Worker II	0.05		0.40				0.10	0.55
72	Lead Street Maintenance Worker			0.35				0.25	0.60
72	Vehicle & Equipment Mechanic II			0.05		0.03			0.09
72	Vehicle & Equipment Mechanic II			0.05		0.03			0.09
67	City Carpenter II	0.15		0.15				0.10	0.40
68	City Carpenter III	0.15		0.15				0.10	0.40
Utilities - Distribution and Collection									
58	Utility Worker III							0.05	0.05
46	Utility Worker II							0.05	0.05
72	Lead Utility Worker							0.10	0.10
46	Utility Worker II								-
46	Utility Worker II								-
Utilities - Treatment									
88	Chief Treatment Plant Operator								-
63	Laboratory Director								-
72	Treatment Plant Mechanic								-
95	Treatment Plant Operator III/Shift Supervisor								-
95	Treatment Plant Operator III/Shift Supervisor								-
60	Treatment Plant Operator I								-
60	Treatment Plant Operator II								-
60	Treatment Plant Operator II								-
60	Treatment Plant Operator II								-
60	Treatment Plant Operator in Training								-
	Subtotal, Public Works/Parks/Rec	**0.68**	**0.15**	**2.23**	**-**	**1.28**	**0.00**	**1.55**	**8.55**
Grand Total		**0.68**	**0.15**	**2.28**	**0.01**	**1.28**	**0.13**	**1.55**	**12.09**

Employee Allocations By Fund/Department

		Water Fund					Wastewater Fund				Total
		Treatment& Distribution 500-6000	Transmission Distribution 500-6100	Customer Accounts 500-6200	Admin 500-6300	Subtotal	Collection 550-6500	Collection & Treatment 550-6600	Admin 550-6700	Subtotal	City-wide FTEs
Administration and Development											
City Manager/City Clerk											
178	City Manager				0.22	0.22			0.22	0.22	1.00
80	Administrative Assistant				0.20	0.20			0.20	0.20	1.00
98	City Clk/Human Resource Manager				0.20	0.20			0.20	0.20	1.00
Community Development											
95	Associate Planner					-				-	1.00
81	Building Official					-				-	1.00
82	Building Inspector					-				-	1.00
90	Deputy Director of Com Development				0.05	0.05			0.05	0.05	1.00
Finance											
28	Account Clerk II				0.35	0.35			0.35	0.35	1.00
30	Senior Account Clerk II				0.35	0.35			0.35	0.35	1.00
80	Senior Account Clerk III				0.38	0.38			0.38	0.38	1.00
129	Finance Director				0.22	0.22			0.22	0.22	1.00
	Subtotal, Admin and Development	-	-	-	**1.96**	**1.96**	-	-	**1.96**	**1.96**	**11.00**
Police											
20	Records Mngt/Relief Dispatcher					-				-	1.00
35	CSO - Field Admin					-				-	3.00
35	Community Services Officer					-				-	4.00
79	Police Officer					-				-	9.00
86	Office Supervisor - Police					-				-	1.00
125	Police Sergeant					-				-	4.00
126	Lieutenant					-				-	1.00
171	Police Chief					-				-	1.00
	Subtotal, Police	-	-	-	-	-	-	-	-	-	**24.00**
Public Works / Parks & Recreation											
Administration and Engineering											
164	Public Works Director/City Engineer	0.10	0.10		0.10	0.30	0.10	0.10	0.10	0.30	1.00
80	Senior Administrative Assistant				0.40	0.40			0.40	0.40	1.00
45	Facility Custodian				0.05	0.05			0.05	0.05	1.00
83	Development Services Manager	0.05	0.05		0.05	0.15	0.05	0.05	0.05	0.15	1.00
Parks & Recreation											
31	Recreation Office Supervisor					-				-	1.00
27	Recreation Supervisor					-				-	1.00
18	Museum Curator (PT)					-				-	-
27	Conference Center Supervisor					-				-	1.00
70	Conference Center Manager					-				-	1.00
27	Bus Driver II					-				-	1.00
General Services											
86	General Services Superintendent		0.15		-	0.15	0.15		-	0.15	1.00
46	Park Maintenance Worker II		0.03			0.03		0.03		0.03	1.00
46	Park Maintenance Worker II		0.03			0.03		0.03		0.03	1.00
72	Lead Park Maintenance Worker		0.03			0.03		0.03		0.03	1.00
58	Park Maintenance Worker III		0.03			0.03		0.03		0.03	1.00
46	Street Maintenance Worker II		0.13			0.13	0.13			0.13	1.00
58	Street Maintenance Worker III		0.13			0.13	0.13			0.13	1.00
46	Street Maintenance Worker II		0.13			0.13	0.13			0.13	1.00
72	Lead Street Maintenance Worker		0.10			0.10	0.10			0.10	1.00
72	Vehicle & Equipment Mechanic II		0.27			0.27	0.05			0.05	1.00
72	Vehicle & Equipment Mechanic II		0.27			0.27	0.05			0.05	1.00
67	City Carpenter II	0.10				0.10	0.10	0.25		0.35	1.00
68	City Carpenter III	0.10				0.10	0.10	0.25		0.35	1.00
Utilities - Distribution and Collection											
58	Utility Worker III	0.10	0.43	0.10		0.63	0.33			0.33	1.00
46	Utility Worker II	0.10	0.43	0.10		0.63	0.33			0.33	1.00
72	Lead Utility Worker	0.10	0.40	0.10	0.05	0.65	0.20		0.05	0.25	1.00
46	Utility Worker II	0.10	0.45	0.10		0.65	0.35			0.35	1.00
46	Utility Worker II	0.10	0.45	0.10		0.65	0.35			0.35	1.00
Utilities - Treatment											
88	Chief Treatment Plant Operator	0.20				0.20		0.55	0.25	0.80	1.00
63	Laboratory Director	0.25				0.25		0.60	0.15	0.75	1.00
72	Treatment Plant Mechanic	0.25				0.25		0.75		0.75	1.00
95	Treatment Plant Operator III/Shift Supervisor	0.15	0.05	-		0.20	0.05	0.75		0.80	1.00
95	Treatment Plant Operator III/Shift Supervisor	0.15	0.05			0.20	0.05	0.75		0.80	1.00
60	Treatment Plant Operator I	0.15	0.05	-		0.20	0.05	0.75		0.80	1.00
60	Treatment Plant Operator II	0.15	0.05	-		0.20	0.05	0.75		0.80	1.00
60	Treatment Plant Operator II	0.15	0.05	-		0.20	0.05	0.75		0.80	1.00
60	Treatment Plant Operator II	0.15	0.05			0.20	0.05	0.75		0.80	1.00
60	Treatment Plant Operator in Training	0.15	0.05	-		0.20	0.05	0.75		0.80	1.00
	Subtotal, Public Works/Parks/Rec	**2.50**	**3.92**	**0.50**	**0.70**	**7.62**	**2.98**	**7.20**	**1.10**	**11.28**	**37.00**
Grand Total		**2.50**	**3.92**	**0.50**	**2.66**	**9.58**	**2.98**	**7.20**	**3.06**	**13.24**	**72.00**

CITY OF FORTUNA
PAY PLAN 2014 - 2015
EFFECTIVE JULY 1, 2014

Adopted

#	Classification	Dept (Note A)	Assoc (Note B)	Annually	Bi-Weekly	Hourly
20	Parks & Rec Admin. Asst (Vacant)	PR	FEA	$20,904.14	$804.01	10.05
	CDD Administrative Asst (Vacant)	CDD	FEA	$25,398.53	$976.87	12.21
	(1,10,15,16,17)					
24	Records Clerk	PD	FPEA	$21,949.35	$844.21	10.55
	(1,5,7,8,17)			$26,668.47	$1,025.71	12.82
27	Bus Driver II	PR	FEA	$22,588.80	$868.80	10.86
	Recreation Supervisor	PR	FEA	$27,445.39	$1,055.59	13.19
	Conference Center Coordinator (Vacant)	RL	FEA			
	(1,10,15,16,17)					
28	Account Clerk II	FIN	FEA	$24,073.19	$925.89	11.57
	(1,10,15,16,17)			$29,248.93	$1,124.96	14.06
30	Account Clerk III (Vacant)	FIN	FEA	$30,092.24	$1,157.39	14.47
	(1,10,15,16,17)			$36,562.08	$1,406.23	17.58
31	PW Admin Assistant (1,10,15,16,17)	PW	FEA	$28,951.40	$1,113.52	13.92
	Administrative Assistant (1)	CM	CONF	$35,175.95	$1,352.92	16.91
	Recreation Office Supervisor (1)	PR	MM			
	Conference Center Supervisor -	RL	FEA			
	(1,10,15,16,17)					
35	Community Services Officer	PD	FPEA	$30,653.21	$1,178.97	14.74
	Dispatch & Field (1,5,7,8,17,19)			$37,243.65	$1,432.45	17.91
45	Facility Custodian	CM	FEA	$26,314.30	$1,012.09	12.65
	(1,10,15,16,17)			$31,971.88	$1,229.69	15.37
46	Park Maintenance Worker II	PR	FEA	$26,827.75	$1,031.84	12.90
	Street Maintenance Worker II	PW	FEA	$32,595.72	$1,253.68	15.67
	Utility Worker II (12)	PW	FEA			
	Utility Worker II/Service Calls (12)	PW	FEA			
	(1,10,11,15,16,17)					
58	Park Maintenance Worker III	PR	FEA	$30,791.87	$1,184.30	14.80
	Street Maintenance Worker III	PW	FEA	$37,412.12	$1,438.93	17.99
	Utility Worker III (12)	PW	FEA			
	(1,10,11,15,16,17)					
59	Senior Utility Worker (Vacant)	PW	FEA	$32,341.11	$1,243.89	15.55
				$39,294.45	$1,511.32	18.89
60	Treatment Plant OIT	PW	FEA	$29,910.55	$1,150.41	14.38
	(1,10,11,15,16,17)			$36,341.32	$1,397.74	17.47
62	Treatment Plant Operator II	PW	FEA	$33,600.05	$1,292.31	16.15
	(1,10,11,14,15,16,17)			$40,824.06	$1,570.16	19.63
66	Treatment Plant Operator I	PW	FEA	$31,722.14	$1,220.08	15.25
	(1,10,11,15,16,17)			$38,542.40	$1,482.40	18.53
67	City Carpenter II	PW	FEA	$29,532.05	$1,135.85	14.20
	(1,10,15,16,17)			$35,881.45	$1,380.06	17.25
68	City Carpenter III	PW	FEA	$33,868.48	$1,302.63	16.28
	(1,10,15,16,17)			$41,150.20	$1,582.70	19.78
70	Conference Center Manager	RL	MM	$34,434.92	$1,324.42	16.56
	(1)			$41,838.43	$1,609.17	20.11
72	Lead Street Maintenance Worker	PW	FEA	$34,970.64	$1,345.02	16.81
	Lead Utility Worker	PW	FEA	$42,489.32	$1,634.20	20.43
	Vehicle & Equip Mechanic	PW	FEA			
	Treatment Plant Mechanic (18)**	PW	FEA			
	Laboratory Director (13)	PW	FEA			
	Lead Park Maintenance Worker	PR	FEA			
	(1,10,11,15,17,17)					

Approved July 1, 2014
**Approved Revision 7/15/2014

CITY OF FORTUNA
PAY PLAN 2014 - 2015
EFFECTIVE JULY 1, 2014

Adopted

#	Classification	Dept (Note A)	Assoc (Note B)	Annually	Bi-Weekly	Hourly
75	Senior Account Clerk II (1)	FIN	CONF	$37,003.96 $44,959.81	$1,423.23 $1,729.22	17.79 21.62
76	Senior Account Clerk III (1)	FIN	CONF	$44,163.84 $53,659.06	$1,698.61 $2,063.81	21.23 25.80
79	Police Officer (1,3,6,7,8,17,19)	PD	FPEA	$40,502.85 $49,210.97	$1,557.80 $1,892.73	19.47 23.66
80	Senior Administrative Assistant (Vacant)	CM FIN	CONF CONF	$37,003.96 $44,959.81	$1,423.23 $1,729.22	17.79 21.62
81	Building Official (1)	CDD	MM	$53,328.34 $64,793.94	$2,051.09 $2,492.07	25.64 31.15
82	Building Inspector (1,9,10,15,16,17)	CDD	FEA	$38,364.55 $46,612.93	$1,475.56 $1,792.81	18.44 22.41
83	Risk Manager/Personnel Director (Vacant) City Clerk/Human Resource Mgr (1)	CM	SM	$55,079.24 $66,921.28	$2,118.43 $2,573.90	26.48 32.17
86	Office Supervisor - Police (1,8)	PD	MM	$44,163.84 $53,659.06	$1,698.61 $2,063.81	21.23 25.80
87	General Services Supt Development Services Manager (1)	PW ENG	MM MM	$55,000.54 $66,825.66	$2,115.41 $2,570.22	26.44 32.13
88	Utility Superintendent (Vacant) Chief Treatment Plant Operator (1)	CM	MM	$55,556.56 $67,501.22	$2,136.79 $2,596.20	26.71 32.45
90	Deputy Community Development Dir (1)	CM	SM	$55,087.57 $66,931.40	$2,118.75 $2,574.28	26.48 32.18
95	Engineering Technician II (Vacant) Associate Planner (1) Treatment Plant Operator III - Shift Supervisor (1,10,11,14,15,16,17)	CDD CDD PW	FEA MM FEA	$40,573.60 $49,296.92	$1,560.52 $1,896.04	19.51 23.70
98	Engineering Technician III (Vacant) (1)	PW	MM	$51,216.86 $62,228.48	$1,969.88 $2,393.40	24.62 29.92
125	Police Sergeant (1,4,6,7,8,17,19)	PD	FPEA	$47,802.90 $58,080.52	$1,838.57 $2,233.87	22.98 27.92
126	Lieutenant (1) (8)	PD	SM	$64,231.68 $78,041.49	$2,470.45 $3,001.60	30.88 37.52
129	Finance Director (1)	FIN PW	SM SM	$65,843.62 $80,000.00	$2,532.45 $3,076.92	31.66 38.46
164	Public Works Director/City Engineer (1)	PW	SM	$103,000.00	$3,961.54	49.52
171	Police Chief (1) (8)	PD	SM	$77,553.71 $94,227.76	$2,982.84 $3,624.14	37.29 45.30
178	City Manager/Successor Agency Executive Officer (1, 2)	CM	SM	$110,210.00	$4,238.85	52.99

Pay Plan Notes 1 - 20 See Attachment A - Incentives

Note A - Departments:

City Manager (CM)
Finance (FIN)
Community Development (CDD)
Police Department (PD)
Parks and Recreation (PR)
Public Works (PW)
River Lodge (RL)

Note B - Associations:

FEA - Fortuna Employees' Assoc., Member of Classified Service
FPEA - Fortuna Police Employees' Assoc., Member of Classified Se
CONF - Confidential Employee, Unrepresented
MM - Mid-Management, Unrepresented
SM - Senior Management, Unrepresented

Approved July 1, 2014
**Approved Revision 7/15/2014

CITY OF FORTUNA
PART TIME WAGES

Effective July 1, 2014	Range Code	P/R Code	**	Range
Kennel Attendant (Note 4)	1	10	R	9.00 -10.94
Recreation Aide (Note 4)	1	14	S	9.00 -10.94
Recreation Leader (Note 4)	1	15	S	9.00 -10.94
Conference Center Worker(Note 4)	3	22	OC	9.00 -10.94
Senior Bus Dispatch/Office Assist.	4	13	R	10.05 -12.21
Bus Driver I	5	19	R	10.86 -13.19
Account Clerk I				11.57-14.06
Reserve Police Officer (Note 1, 3)	6	12	OC	12.00
Evidence Technician (Note 3)	6	10	R	12.00
Plant Mechanic	7	21	R	10.07-12.42
Laborers, including: Street Maintenance Worker I Utility Worker I Park Maintenance Worker I Public Works Laborer (Note 4)	8	21	S	9.00-11.83
Operator in Training (OIT) PT	12	21	R	14.38 -17.47
Compliance Assistant I (Note 3)	9	21	T	10.00
Skilled Laborers - Utility Division (Note 2,4)	10	21	T	9.00 - 18.00
Museum Curator	11	18	R	12.00 - 14.58
Special Projects Planner (Note 3)	20	21	OC	35.00

Notes:

1. Police officers or sergeants who leave full-time service with the City, but stay on as reserves, will be paid at their last hourly rate of straight-time pay.
2. Skilled laborers to assist with Utility CIP projects. Temporary position. Salary range to accommodate range of skills that may be needed.
3. Compliance Assistant, Reserve Police Officer, Evidence Technician and Special Projects Planner do not have a range, and do not participate in COLA.
4. Do not adjust bottom of pay scale for COLA. Salary range to accommodate range of skills that may be needed.

**Definitions:

R: Regular Part Time: Maximum of 29 hours per week, or 126 hours per month, or 1,508 hours per calendar year. (Year-round positions)

S or **OC**: Seasonal or On Call Part Time: Maximum of 6 months per calendar year, or maximum of 1000 hours per calendar year.
(Seasonal or On Call part-time employees cannot work year round, but can be called back year after year.)

T: Temporary Part Time: Job assignment not to exceed one year (12 consecutive months). (One-time projects, not subject to call back year after year.)

RESOLUTION NO. 2014-15

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FORTUNA CONTINUING WATER AND SEWER RATES & FEES FOR THE CITY OF FORTUNA ESTABLISHED FOR FISCAL YEAR 2010/2011 INTO FISCAL YEAR 2014-2015

WHEREAS, the City of Fortuna by way of RESOLUTION NO. 2006-25 provided the background, information, and procedure through which proposed WATER AND SEWER RATES AND FEES were developed and proposed;

WHEREAS, the results of the 2006 Water and Sewer Rate Studies and the proposed rates and fees are identified in Resolution 2006-25; and

WHEREAS, through the adoption of Resolution 2006-25 on May 31, 2006, the City Council declared its intention to adopt Resolution 2006-30 and directed the City Manager to have all property owners within the City of Fortuna to be noticed of the City Council's intention to increase water and sewer rates and fees; and

WHEREAS, the City Council held a public hearing on July 27, 2006 to receive written protests from property owners, and

WHEREAS, the City Council determined that less than 50% of the property owners submitted written protests, and

WHEREAS, the City Council has determined the necessity to increase water and sewer rates and fees to continue the efficient and responsible operation of the City's water and sewer system now and into the future for the benefit and welfare of the residents and businesses within the City; and

WHEREAS, the City Council has determined that the rates and fees are reasonable and necessary and reflect the fair and equitable distribution of the utility system costs to the users of the City's water and sewer facilities; and

WHEREAS, the City Council adopted Resolution 2006-30 effective September 1, 2006 which established various water and sewer rates and fees; and

WHEREAS, it has been determined that minor corrections and clarifications to both wording and format of Water and Sewer Rates & Fees Resolution 2006-30 were warranted and appropriate; and

WHEREAS, in Fiscal Year 2009 / 2010 it was warranted and appropriate to change minimum usage allowances due to updates of the City's water meter reading technology, by rounding up the base water and sewer usage rate to an even 100 cubic feet of usage.

WHEREAS, the City has not yet completed or adopted a new five-year WATER AND SEWER RATES AND FEES for Fiscal Years 2011/2012; 2012/2013; 2013/2014; 2014/2015 & 2015/2016; and

WHEREAS; the City Council wishes to continue using the Fiscal Year 2010/2011 WATER AND SEWER RATES AND FEES into Fiscal Year 2014/2015.

NOW, THEREFORE, BE IT IS RESOLVED by the City Council of the City of Fortuna, that Resolution 2014-15 is hereby adopted as follows:

A. The water and sewer fees and rates adopted by Resolution 2006-30 in July 2006 for Fiscal Year 2010 / 2011 hereby will be continued into Fiscal Year 2013/2014 and will remain in effect after July 1, 2014.

PASSED AND ADOPTED on this 16th day of June, 2014 by the following vote:

AYES: Council Member Glaser, Long, Trent, Mayor Pro Tem Losey, Mayor Strehl
NOES: None
ABSENT: None
ABSTAIN: None

_____
Douglas Strehl, Mayor

ATTEST:

_____
Linda Jensen, City Clerk

Attachment 1 to
RESOLUTION NO. 2014-15

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Sewer Service Charges

a. Inside City Limits

The rate of sewer service monthly charges are hereby established as follows:

2006-2007

Residential: Includes all residential dwelling units including single family, apartments.	$ 21.54 plus $4.79/100 Cubic Feet over 450.
Light Commercial: Includes all businesses that produce an effluent with a strength factor of less than 200 mg/l.	$ 21.10 plus $4.69/100 Cubic Feet over 450.
Medium Commercial: Includes all businesses that produce an effluent with a strength factor of between 200mg/l and 500mg/l.	$ 27.62 plus $6.14/100 Cubic Feet over 450.
Heavy Commercial: Includes all businesses that produce an effluent with a strength factor of greater than 500mg/l.	$ 55.83 plus $12.41/100 Cubic Feet over 450.
Industrial: Includes any industry where the waste is difficult to treat because of strength, flow, or solids.	$ 446.27 plus $17.23/100 Cubic Feet over 2590.
Palmer Creek CSD	$ 100.83 plus $3.89/100 Cubic Feet over 2590.

2007-2008

Residential: Includes all residential dwelling units including single family, apartments.	$ 33.14 plus $7.36/100 Cubic Feet over 450.
Light Commercial: Includes all businesses that produce an effluent with a strength factor of less than 200 mg/l.	$ 32.47 plus $7.22/100 Cubic Feet over 450.
Medium Commercial: Includes all businesses that produce an effluent with a strength factor of between 200mg/l and 500mg/l.	$ 42.47 plus $9.44/100 Cubic Feet over 450.
Heavy Commercial: Includes all businesses that produce an effluent with a strength factor of greater than 500mg/l.	$ 85.78 plus $19.06/100 Cubic Feet over 450.
Industrial: Includes any industry where the waste is difficult to treat because of strength, flow, or solids.	$ 685.51 plus $26.47/100 Cubic Feet over 2590.
Palmer Creek CSD	$ 151.20 plus $5.84/100 Cubic Feet over 2590.

2008-2009

Residential: Includes all residential dwelling units including single family, apartments.	$ 36.02 plus $8.00/100 Cubic Feet over 450.
Light Commercial: Includes all businesses that produce an effluent with a strength factor of less than 200 mg/l.	$ 35.33 plus $7.85/100 Cubic Feet over 450.
Medium Commercial: Includes all businesses that produce an effluent with a strength factor of between 200mg/l and 500mg/l.	$ 45.64 plus $10.14/100 Cubic Feet over 450.
Heavy Commercial: Includes all businesses that produce an effluent with a strength factor of greater than 500mg/l.	$ 90.30 plus $20.07/100 Cubic Feet over 450.
Industrial: Includes any industry where the waste is difficult to treat because of strength, flow, or solids.	$ 717.48 plus $27.70/100 Cubic Feet over 2590.
Palmer Creek CSD	$ 156.02 plus $6.02/100 Cubic Feet over 2590.

2009-2010

Residential: Includes all residential dwelling units including single family, apartments.	$ 37.41 plus $8.31/100 Cubic Feet over **500**.
Light Commercial: Includes all businesses that produce an effluent with a strength factor of less than 200 mg/l.	$ 36.69 plus $8.15/100 Cubic Feet over **500**.
Medium Commercial: Includes all businesses that produce an effluent with a strength factor of between 200mg/l and 500mg/l.	$ 47.36 plus $10.52/100 Cubic Feet over **500**.
Heavy Commercial: Includes all businesses that produce an effluent with a strength factor of greater than 500mg/l.	$ 93.55 plus $20.79/100 Cubic Feet over **500**.
Industrial: Includes any industry where the waste is difficult to treat because of strength, flow, or solids.	$ 742.98 plus $28.69/100 Cubic Feet over 2590.
Palmer Creek CSD	$ 162.00 plus $6.25/100 Cubic Feet over 2590.

2010-2011, 2011-2012, 2012-2013, 2013-2014 and 2014-2015

Residential: Includes all residential dwelling units including single family, apartments.	$ 38.75 plus $8.61/100 Cubic Feet over 500.
Light Commercial: Includes all businesses that produce an effluent with a strength factor of less than 200 mg/l.	$ 38.02 plus $8.45/100 Cubic Feet over 500.
Medium Commercial: Includes all businesses that produce an effluent with a strength factor of between 200mg/l and 500mg/l.	$ 49.02 plus $10.89/100 Cubic Feet over 500.
Heavy Commercial: Includes all businesses that produce an effluent with a strength factor of greater than 500mg/l.	$ 96.69 plus $21.49/100 Cubic Feet over 500.
Industrial: Includes any industry where the waste is difficult to treat because of strength, flow, or solids.	$ 767.56 plus $29.64/100 Cubic Feet over 2590.
Palmer Creek CSD	$ 168.02 plus $6.49/100 Cubic Feet over 2590.

b. Outside the City Limits

The rate charged shall be one and one-half (1.5) times the rate for service within the City Limits.

c. Multiple Unit Sewer Rate Calculation

The sewer rates for residential multiple units will be calculated by multiplying the residential rate by the number of units.
If a commercial establishment has multiple units, the highest user class rate will be used and multiplied by the number of units.

d. Summer Usage Charge

Residential Sewer rates for the months of May through October will be based upon an average water usage from the previous winter months of November through April.

e. Administrative Adjustments

The City Manager shall have the authority to adjust an individual customer's monthly sewer rates when special circumstances indicate that the rate being charged according to this section is clearly inappropriate.

f. Penalties

Overdue payment amounts will be assessed a penalty of 10% per month.

Special Agreements – BOD – TSS - Flow

Under the provision of FMC 13.32.130, special arrangements between the City and any industrial concern can be made whereby the strength and character of the wastewater can be used to determine the appropriate billing charges for the discharge and treatment of the wastewater. The following tables list the charges to apply Biological Oxygen Demand (BOD), Total Suspended Solids (TSS) and Volume (Flow).

2006-2007

User Group	$/lb BOD	$/lb TSS	$/100 cu.ft.
Residential	$ 0.80	$ 0.74	$ 2.76
Light Commercial	$ 0.80	$ 0.74	$ 2.76
Medium Commercial	$ 0.80	$ 0.74	$ 2.76
Heavy Commercial	$ 0.80	$ 0.74	$ 2.76
Industrial	$ 0.80	$ 0.74	$ 2.76
Palmer Creek	$ 0.72	$ 0.66	$ 2.38

2007-2008

User Group	$/lb BOD	$/lb TSS	$/100 cu.ft.
Residential	$ 1.24	$ 1.14	$ 4.25
Light Commercial	$ 1.24	$ 1.14	$ 4.25
Medium Commercial	$ 1.24	$ 1.14	$ 4.25
Heavy Commercial	$ 1.24	$ 1.14	$ 4.25
Industrial	$ 1.24	$ 1.14	$ 4.25
Palmer Creek	$ 1.14	$ 1.04	$ 3.45

2008-2009

User Group	$/lb BOD	$/lb TSS	$/100 cu.ft.
Residential	$ 1.28	$ 1.17	$ 4.80
Light Commercial	$ 1.28	$ 1.17	$ 4.80
Medium Commercial	$ 1.28	$ 1.17	$ 4.80
Heavy Commercial	$ 1.28	$ 1.17	$ 4.80
Industrial	$ 1.28	$ 1.17	$ 4.80
Palmer Creek	$ 1.17	$ 1.07	$ 3.58

2009-2010

User Group	$/lb BOD	$/lb TSS	$/100 cu.ft.
Residential	$ 1.32	$ 1.21	$ 5.00
Light Commercial	$ 1.32	$ 1.21	$ 5.00
Medium Commercial	$ 1.32	$ 1.21	$ 5.00
Heavy Commercial	$ 1.32	$ 1.21	$ 5.00
Industrial	$ 1.32	$ 1.21	$ 5.00
Palmer Creek	$ 1.20	$ 1.10	$ 3.74

2010-2011, 2011-2012, 2012-2013, 2013-2014 and 2014-2015

User Group	$/lb BOD	$/lb TSS	$/100 cu.ft.
Residential	$ 1.36	$ 1.25	$ 5.19
Light Commercial	$ 1.36	$ 1.25	$ 5.19
Medium Commercial	$ 1.36	$ 1.25	$ 5.19
Heavy Commercial	$ 1.36	$ 1.25	$ 5.19
Industrial	$ 1.36	$ 1.25	$ 5.19
Palmer Creek	$ 1.23	$ 1.13	$ 3.91

Discharge Fee Schedule

Single discharges of less than 1,000 gallons of petroleum contaminated water as approved by the Public Works Director,	Billing based upon the strength and volume of the wastewater according to the tables listed under "Special Agreements" plus the cost for actual staff time expended for inspection.
For long term discharge of fully treated ground water,	Billing based upon the strength and volume of the wastewater according to the tables listed under "Special Agreements".
Septic discharges,	$100.00 per truckload plus billing based upon the strength and volume of the wastewater according to the tables listed under "Special Agreements".
For portable toilet discharges,	
For contaminated water,	
Waste Discharge Permit fee,	$200.00 per each two-year permit period.

Water Service Charges

a. Inside City Limits

Inside the City Limits and the Campton Heights Service Area the rates to be charged for water supplied monthly through meters are as follows:

2006-2007

Base Charge	
Meter Size in Inches	Monthly Base Fee
5/8 by ¾	$ 13.42
1	$ 18.23
1 ½	$ 31.35
2	$ 49.70
3	$ 102.16
4	$ 175.59
6	$ 385.41

Usage Charge	
Amount of Water in Cubic Feet	Charges/100 Cubic Feet
0 to 250	Monthly Base Fee
Over 250	$ 1.42

2007-2008

Base Charge	
Meter Size in Inches	Monthly Base Fee
5/8 by ¾	$ 15.49
1	$ 27.65
1 ½	$ 52.61
2	$ 87.56
3	$ 187.39
4	$ 327.16
6	$ 726.51

Usage Charge	
Amount of Water in Cubic Feet	Charges/100 Cubic Feet
0 to 250	Monthly Base Fee
Over 250	$ 1.53

2008-2009

Base Charge	
Meter Size in Inches	Monthly Base Fee
5/8 by ¾	$ 22.20
1	$ 44.00
1 ½	$ 88.72
2	$ 151.32
3	$ 330.20
4	$ 580.63
6	$ 1,296.15

Usage Charge	
Amount of Water in Cubic Feet	Charges/100 Cubic Feet
0 to 250	Monthly Base Fee
Over 250	$ 1.64

2009-2010

Base Charge	
Meter Size in Inches	Monthly Base Fee
5/8 by ¾	$ 22.60
1	$ 44.06
1 ½	$ 88.09
2	$ 149.72
3	$ 325.82
4	$ 572.36
6	$ 1,276.76

Usage Charge	
Amount of Water in Cubic Feet	Charges/100 Cubic Feet
0 to **300**	Monthly Base Fee
Over **300**	$ 1.77

2010-2011, 2011-2012, 2012-2013, 2013-2014 and 2014-2015

Base Charge	
Meter Size in Inches	Monthly Base Fee
[redacted]	$ 23.04
[redacted]	$ 44.07
[redacted]	$ 87.21
[redacted]	$ 147.61
[redacted]	$ 320.16
[redacted]	$ 561.73
[redacted]	$ 1,251.95

Usage Charge	
Amount of Water in Cubic Feet	Charges/100 Cubic Feet
0 to 300	Monthly Base Fee
Over 300	$ 1.90

b. *Outside City Limits*

Outside the City Limits and Campton Heights Service Area the rate charged shall be one and one-half (1.5) times the rate for service within the City Limits.

c. *Summer Usage Charge*

Between May and October each year summer water rates will be in effect for all customers. The summer rates will provide each customer under the base rate with an additional [redacted] cubic feet of water each month.

d. *Multiple Unit Water Rate Calculation*

The water rates for multiple units will be calculated by multiplying the lowest base charge fee and the usage charge by the number of units.

e. *Penalties*

Overdue payment amounts will be assessed a penalty of 10% per month.

f. *Administrative Adjustments*

The City Manager shall have the authority to adjust an individual customer's monthly water rates when special circumstances indicate that the rate being charged according to this section is clearly inappropriate.

Water Service Deposit, Delinquent Shut Off Fee and NSF Check Charge

A deposit will be made by the consumer to the department for turning on the water supply when requested by the consumer to do so incident to the opening of a new account.

2006-2007

Deposit	$ 75.00 New Customers $ 100.00 for customers who have been shut off for nonpayment more than twice in a two year period. If a deposit already exists on account customer will pay amount equal to but not to exceed the full $100.00 deposit.
Delinquent Shut Off Fee:	$ 50.00 for first time $ 75.00 for each subsequent time
Meter Re-Set	$ 20.00
Broken Padlock	$ 20.00
NSF Check Charge:	$ 30.00

2007-2008

Deposit	$ 100.00 New Customers $ 125.00 for customers who have been shut off for nonpayment more than twice in a two year period. If a deposit already exists on account customer will pay amount equal to but not to exceed the full $125.00 deposit.
Delinquent Shut Off Fee:	$ 50.00 for first time $ 75.00 for each subsequent time
Meter Re-Set	$ 30.00
Broken Padlock	$ 20.00
NSF Check Charge:	$ 30.00

2008-2009

Deposit	$ 100.00 New Customers $ 125.00 for customers who have been shut off for nonpayment more than twice in a two year period. If a deposit already exists on account customer will pay amount equal to but not to exceed the full $125.00 deposit.
Delinquent Shut Off Fee:	$ 75.00 for first time $ 100.00 for each subsequent time
Meter Re-Set	$ 30.00
Broken Padlock	$ 20.00
NSF Check Charge:	$ 30.00

2009-2010

Deposit	$ 125.00 New Customers $ 150.00 for customers who have been shut off for nonpayment more than twice in a two year period. If a deposit already exists on account customer will pay amount equal to but not to exceed the full $150.00 deposit.
Delinquent Shut Off Fee:	$ 75.00 for first time $ 100.00 for each subsequent time
Meter Re-Set	$ 40.00
Broken Padlock	$ 20.00
NSF Check Charge:	$ 30.00

2010-2011, 2011-2012, 2012-2013, 2013-2014 and 2014-2015

[redacted]	$ 125.00 New Customers $ 150.00 for customers who have been shut off for nonpayment more than twice in a two year period. If a deposit already exists on account customer will pay amount equal to but not to exceed the full $150.00 deposit.
Delinquent Shut Off Fee:	$ 75.00 for first time $ 100.00 for each subsequent time
Meter Re-Set	[redacted]
Broken Padlock	[redacted]
NSF Check Charge:	[redacted]
Chargeback Fee	[redacted]

Backflow Prevention Devices

An additional monthly fee will be charged to those services that are required to maintain testable backflow prevention devices are as follows:

2006-2007

3/4 and 1 inch	$ 3.36
Greater than 1 inch	$ 4.95

2007-2008

3/4 and 1 inch	$ 3.69
Greater than 1 inch	$ 5.45

2008-2009

3/4 and 1 inch	$ 4.06
Greater than 1 inch	$ 5.99

2009-2010

3/4 and 1 inch	$ 4.47
Greater than 1 inch	$ 6.59

2010-2011, 2011-2012, 2012-2013, 2013-2014 and 2014-2015

3/4 and 1 inch	$ 4.91
Greater than 1 inch	$ 7.25

Fire Hydrant Meter Deposit

A deposit will be charged for the use of a City fire hydrant meter for construction and development purposes. The monthly rates to be charged for the use of a City fire hydrant meter shall be as follows:

2007 - 2008

Deposit	$650.00
Charges	$ 25.00 monthly fee plus $2.30 per 100 cubic feet

2008 - 2009

Deposit	$700.00
Charges	$ 25.00 monthly fee plus $2.46 per 100 cubic feet

2009 - 2010

Deposit	$700.00
Charges	$ 25.00 monthly fee plus $2.66 per 100 cubic feet

2010-2011, 2011-2012, 2012-2013, 2013-2014 and 2014-2015

Deposit	$700.00
Charges	$ 25.00 monthly fee plus $2.85 per 100 cubic feet

Sale of Bulk Water

Customers purchasing water in bulk from the City of Fortuna shall pay a usage charge equal to the current residential rate for services outside the City limits. Bulk water shall only be taken from a location specified by the City.

Standby Fire Service Capacity Charge

The monthly rates to be charged for private standby fire sprinkler services connected to the water system shall be as follows:

2006-2007

Size Fire Service	Monthly Charge
2 inch	$ 13.31
3 inch	$ 20.27
4 inch	$ 30.02
6 inch	$ 57.87
8 inch	$ 96.86
10 inch	$ 146.99

2007-2008

Size Fire Service	Monthly Charge
2 inch	$ 18.29
3 inch	$ 31.54
4 inch	$ 50.09
6 inch	$ 103.10
8 inch	$ 177.31
10 inch	$ 272.72

2008-2009

Size Fire Service	Monthly Charge
2 inch	$ 27.22
3 inch	$ 50.96
4 inch	$ 84.20
6 inch	$ 179.17
8 inch	$ 312.13
10 inch	$ 483.08

2009-2010

Size Fire Service	Monthly Charge
2 inch	$ 27.54
3 inch	$ 50.91
4 inch	$ 83.64
6 inch	$ 177.13
8 inch	$ 308.03
10 inch	$ 476.32

2010-2011, 2011-2012, 2012-2013, 2013-2014 and 2014-2015

Size Fire Service	Monthly Charge
2 inch	$ 27.89
3 inch	$ 50.79
4 inch	$ 82.85
6 inch	$ 174.47
8 inch	$ 302.73
10 inch	$ 467.63

Installation Fees for Water System

There is hereby established fees for new connections to the City's Water System based upon the size of the meter to be installed and the availability of a water main in the street fronting the property. The fees for said water service shall be based upon one of the following conditions:

a. Service Line Installation

If the water service connection requires a service line to be installed to the property line and the setting of a water meter, the fee shall be as follows:

2006-2007

Size of Meter in Inches	**Charge**
¾	$ 612.00
1	$ 743.00
1 ½	$1127.00
2	$1318.00

2007-2008

Size of Meter in Inches	**Charge**
¾	$ 674.00
1	$ 818.00
1 ½	$1240.00
2	$1450.00

2008-2009

Size of Meter in Inches	Charge
¾	$ 742.00
1	$ 900.00
1 ½	$1364.00
2	$1595.00

2009-2010

Size of Meter in Inches	Charge
¾	$ 817.00
1	$ 990.00
1 ½	$1501.00
2	$1755.00

2010-2011, 2011-2012, 2012-2013, 2013-2014 and 2014-2015

Size of Meter in Inches	Charge
¾	$ 899.00
1	$1089.00
1 ½	$1652.00
2	$1931.00

b. Set Meter Only

If the service line and the meter box have been installed at the property line, the fee shall be as follows:

2006-2007

Size of Meter in Inches	Charge
¾	$ 200.00
1	$ 270.00
1 ½	$ 490.00
2	$ 635.00

2007-2008

Size of Meter in Inches	Charge
¾	$ 220.00
1	$ 297.00
1 ½	$ 539.00
2	$ 699.00

2008-2009

Size of Meter in Inches	Charge
¾	$ 242.00
1	$ 377.00
1 ½	$ 593.00
2	$ 769.00

2009-2010

Size of Meter in Inches	Charge
¾	$ 267.00
1	$ 415.00
1 ½	$ 653.00
2	$ 846.00

2010-2011, 2011-2012, 2012-2013, 2013-2014 and 2014-2015

Size of Meter in Inches	Charge
¾	$ 294.00
1	$ 457.00
1 ½	$ 719.00
2	$ 931.00

c. ***Installations Greater than 2 Inches***

Any meter or service installation larger than sizes listed herein shall be charged the actual cost of labor and materials necessary for the installation.

d. ***Main Line Extensions***

If a main line extension is required to reach the property, the fee for said extension shall be determined by the actual cost of labor and materials based upon size of the line required. The minimum line size for said main line extensions shall be six (6) inches.

e. ***Backflow Prevention Devices (BPD) (if required)***

A backflow device shall be required on all connections with a secondary source of water and all irrigation services directly connected to the system. The fee shall be as follows:

2006-2007

Size of BPD in Inches	Charge
¾	$ 193.00
1	$ 228.00
1 ½	$ 270.00
2	$ 359.00

2007-2008

Size of BPD in Inches	Charge
¾	$ 213.00
1	$ 251.00
1 ½	$ 297.00
2	$ 395.00

2008-2009

Size of BPD in Inches	Charge
¾	$ 235.00
1	$ 277.00
1 ½	$ 327.00
2	$ 435.00

2009-2010

Size of BPD in Inches	Charge
¾	$ 259.00
1	$ 305.00
1 ½	$ 360.00
2	$ 479.00

2010-2011, 2011-2012, 2012-2013, 2013-2014 and 2014-2015

Size of BPD in Inches	Charge
¾	$ 285.00
1	$ 336.00
1 ½	$ 396.00
2	$ 527.00

Water System Capital Connection Fees

a. Inside City Limits

There shall be collected and deposited into the Water System Capital Improvement Fund a capital connection fee for any new connection to the Fortuna Water System charged per unit of service.

Basis for Connection Fees - Capital Cost Buy-in

Water System Connection Fees charged based on meter size, with the base fee for a Living Unit Equivalent (LUE) being for a 5/8 x 3/4 inch meter. Larger meters charged based on capacity (area), same basis as used for monthly rates.

*** Rates effective on date of Building Permit submittal**

2006-2007

Water Service Living Unit Equivalents		
Meter Size	**LUE**	**2006-2007**
5/8" x 3/4" Inside	1.00	$ 1,855.00
5/8" x 3/4" Outside	1.50	$ 2,782.50
1" Inside	2.56	$ 4,748.80
1" Outside	3.84	$ 7,123.20
1 1/2" Inside	5.76	$ 10,684.80
1 1/2" Outside	8.64	$ 16,027.20
2" Inside	10.24	$ 18,995.20
3" Inside	23.04	$ 42,739.20
4" Inside	40.96	$ 75,980.80
6" Inside	92.16	$ 170,956.80

2007-2008

Water Service Living Unit Equivalents		
Meter Size	**LUE**	**2007-2008**
5/8" x 3/4" Inside	1.00	$ 2,003.00
5/8" x 3/4" Outside	1.50	$ 3,004.50
1" Inside	2.56	$ 5,127.68
1" Outside	3.84	$ 7,691.52
1 1/2" Inside	5.76	$ 11,537.28
1 1/2" Outside	8.64	$ 17,305.92
2" Inside	10.24	$ 20,510.72
3" Inside	23.04	$ 46,149.12
4" Inside	40.96	$ 82,042.88
6" Inside	92.16	$ 184,596.48

2008-2009

Water Service Living Unit Equivalents		
Meter Size	**LUE**	**2008-2009**
5/8" x 3/4" Inside	1.00	$ 2,059.00
5/8" x 3/4" Outside	1.50	$ 3,088.50
1" Inside	2.56	$ 5,271.04
1" Outside	3.84	$ 7,906.56
1 1/2" Inside	5.76	$ 11,859.84
1 1/2" Outside	8.64	$ 17,789.76
2" Inside	10.24	$ 21,084.16
3" Inside	23.04	$ 47,439.36
4" Inside	40.96	$ 84,336.64
6" Inside	92.16	$ 189,757.44

2009-2010

Water Service Living Unit Equivalents		
Meter Size	LUE	2009-2010
5/8" x 3/4" Inside	1.00	$ 2,112.00
5/8" x 3/4" Outside	1.50	$ 3,168.00
1" Inside	2.56	$ 5,406.72
1" Outside	3.84	$ 8,110.08
1 1/2" Inside	5.76	$ 12,165.12
1 1/2" Outside	8.64	$ 18,247.68
2" Inside	10.24	$ 21,626.88
3" Inside	23.04	$ 48,660.48
4" Inside	40.96	$ 86,507.52
6" Inside	92.16	$ 194,641.92

2010-2011, 2011-2012, 2012-2013, 2013-2014 and 2014-2015

Water Service Living Unit Equivalents		
Meter Size	[redacted]	2010-2011
5/8" x 3/4" Inside	[redacted]	$ 2,165.00
5/8" x 3/4" Outside	1.50	$ 3,247.50
[redacted]	2.56	$ 5,542.40
1" Outside	3.84	$ [redacted]
1 1/2" Inside	5.76	$ 12,470.40
1 1/2" Outside	[redacted]	$ 18,705.60
[redacted]	10.24	$ 22,169.60
[redacted]	23.04	$ 49,881.60
[redacted]	40.96	$ 88,678.40
[redacted]	92.16	$ 199,526.40

b. *Outside City Limits*

For any new connection outside the City of Fortuna connecting to the Fortuna Water System an additional "Buy in" fee will be collected and deposited into the Water System Capital Improvement Fund and shall be charged at one and one-half (1.5) times the Capital Connection for within the City limits.

c. *Drake Hill Capital Connection*

For any new connection south of Drake Hill Road and serviced by the Drake Hill Road pump station and connecting to the Fortuna Water System there shall be an additional charge for each unit of service.	$ 2484.00

d. *New Residential Connections*

For any new connection (residential only, beginning July 1, 2013) requiring a one inch water meter for a fire sprinkler system (as per the new building codes), that would previously only required a 5/8 x 3/4 water meter, will only be charged a Capital Connection Fee of $2,165. Any other requirement for a one-inch water meter that is NOT due to a fire sprinkler system will be charged the regular Capital Connection Fee of $5,542.40. All other fees (service installation, monthly service charges, etc.) associated with a one inch meter will be charged at the rate specified in the budget fee schedule for a one inch meter.

Wastewater Capital Connection Fees

a. Inside City Limits

The capital connection fees for any service inside or outside the City of Fortuna, connecting to a public sewer, shall be collected and deposited into the Wastewater Capital Reserve.

Basis for Connection Fees - Capital Cost Buy-in

Sewer System Connection Fees charged based on fixture units, with the base fee for a Living Unit Equivalent (LUE) being for a single family home with one bathroom, kitchen, dishwasher and washing machine having 14 fixture units. Larger homes, commercial and industrial fees would be determined by dividing the total number of fixture units by 14 and multiplying by the base fee for a single LUE.

The unit equivalent of plumbing fixtures and devices shall be based on the size of the trap required or the rated discharge capacity in gpm (gallons per minute) in accordance with the Uniform Plumbing Code.

Fixture Unit rates will apply to all applicable Building Permits.

***Rates effective on date of Building Permit submittal**

Basis for Connection Fees – Addition of a Second LUE within an Existing LUE

The connection fee for the addition of a second LUE that is created entirely within the foundation footprint of an existing LUE and where a portion of the existing plumbing fixtures are incorporated into the second LUE from the existing LUE, the connection fee shall be calculated based solely upon the new and addition fixture units that are added to the second LUE.

2006-2007

Sewer Service Living Unit Equivalents		
Connection Type	**LUE**	**2006-2007**
Up to 14 fixture units	1.00	$ 3,341.00
Per additional fixture unit	0.07	$ 238.64
EXAMPLES		
Typical 3 bedroom, 2 bath house - 22 fixture units	1.57	$ 5,250.14
Retail - 2 bathrooms - 14 fixture units	1.00	$ 3,341.00
Small restaurant - 2 bathrooms, sink, dishwasher, estimated 25 fixture units	1.79	$ 5,966.07

2007-2008

Sewer Service Living Unit Equivalents		
Connection Type	**LUE**	**2007-2008**
Up to 14 fixture units	1.00	$ 3,552.00
Per additional fixture unit	0.07	$ 253.71
EXAMPLES		
Typical 3 bedroom, 2 bath house - 22 fixture units	1.57	$ 5,581.71
Retail - 2 bathrooms - 14 fixture units	1.00	$ 3,552.00
Small restaurant - 2 bathrooms, sink, dishwasher, estimated 25 fixture units	1.79	$ 6,342.86

2008-2009

Sewer Service Living Unit Equivalents		
Connection Type	**LUE**	**2008-2009**
Up to 14 fixture units	1.00	$ 3,837.00
Per additional fixture unit	0.07	$ 274.07
EXAMPLES		
Typical 3 bedroom, 2 bath house - 22 fixture units	1.57	$ 6,029.57
Retail - 2 bathrooms - 14 fixture units	1.00	$ 3,837.00
Small restaurant - 2 bathrooms, sink, dishwasher, estimated 25 fixture units	1.79	$ 6,851.79

2009-2010

Sewer Service Living Unit Equivalents		
Connection Type	**LUE**	**2009-2010**
Up to 14 fixture units	1.00	$ 4,135.00
Per additional fixture unit	0.07	$ 295.36
EXAMPLES		
Typical 3 bedroom, 2 bath house - 22 fixture units	1.57	$ 6,497.86
Retail - 2 bathrooms - 14 fixture units	1.00	$ 4,135.00
Small restaurant - 2 bathrooms, sink, dishwasher, estimated 25 fixture units	1.79	$ 7,383.93

2010-2011, 2011-2012, 2012-2013, 2013-2014 and 2014-2015

Sewer Service Living Unit Equivalents		
Connection Type	**LUE**	**2010-2011**
Up to 14 fixture units	1.00	$ 4,445.00
Per additional fixture unit	0.07	$ 317.50
EXAMPLES		
Typical 3 bedroom, 2 bath house - 22 fixture units	1.57	$ 6,985.00
Retail - 2 bathrooms - 14 fixture units	1.00	$ 4,445.00
Small restaurant - 2 bathrooms, sink, dishwasher, estimated 25 fixture units	1.79	$ 7,937.50

b. *Outside City Limits*

For any new connection outside the City of Fortuna connecting to the Fortuna Wastewater System, an additional "Buy in" fee will be collected and deposited into the Wastewater System Capital Improvement Fund and shall be charged at one and one-half (1.5) times the Capital Connection for within the City limits.

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CITY MANAGER / CITY CLERK FEE SCHEDULE

1. ASSESSMENT FEES

A. FBID

The City will levy a benefit assessment fee on all businesses, trades, and professions located within the boundaries and benefit zones, as applicable, within the Fortuna Business Improvement District and the fee is established by Ordinance.

2. BUSINESS LICENSE TAXES

The following taxes shall be applicable to all new business licenses issued after the effective date of this resolution.

A. License Fees - General, Inside City

Every business including professions, trades and occupations and every kind of calling whether carried on for profit or not who engages in business at a fixed place of business shall pay a license fee based upon the immediately preceding calendar year's (or fiscal year for corporations) gross receipts at the following rates and in the following classifications unless specifically licensed by other subdivisions of this resolution:

A	$0	to	$10,000	$20.00
B	10,001	to	20,000	30.00
C	20,001	to	40,000	45.00
D	40,001	to	80,000	65.00
E	80,001	to	140,000	85.00
F	140,001	to	260,000	110.00
G	250,001	to	500,000	160.00
H	500,001	to	900,000	210.00
I	900,001	to	1,400,000	280.00
J	1,400,001	to	2,000,000	350.00
K	In Excess	of	2,000,000	465.00

B. License Fees - Rentals - Residences/Apartments

Every person carrying on the business of renting residences or apartments, and renting four or more units, must obtain a license from the city.

First Four Units	$ 16.00
Each additional Unit over Four	$ 4.00

C. License Fees - Rentals – Commercial

Every person receiving income from two or more units used commercially shall be required to obtain a license and shall be included in the same category as those persons described in Section 1, Subsection (a) of this resolution.

D. License Fees -Delivery Vehicles

Every person not having a fixed place of business with the City, who delivers goods, wares or merchandise of any kind by vehicle, or who provides any service by the use of vehicle in the City, shall pay a license fee in accordance with Section 1, Subsection (a) of this resolution measured by gross receipts from business done within the City.

E. License Fees – Nonresident Contractors

Every person not having a fixed place of business within the City, who engages in the business of contracting within the City	$ 5.00 per day
Any such person may elect to pay a license tax under Section 1, Subsection (a) measured by gross receipts from business done within the City.	

F. License Fees - Other Nonresidential Businesses

Every person not having a fixed place of business within the City, who engages in business within the City	$ 5.00 per day
Any such person may elect to pay a license tax under Section 1, Subsection (a) measured by gross receipts from business done within the City.	

G. License Fees -Carnivals

Every person owning, maintaining, conducting, or presenting a carnival in the City, after having first obtained a permit so to do from the City Council, shall be charged a license fee at the following rates:

Carnival	$ 16.00 per day
Each separate show, attraction or exhibition	$ 4.00
All fees shall be collected in advance	

H. License Fees - Circuses and Kindred Performances

Every circus, menagerie, acrobatic performance, or exhibition of trained animals connected by or showing with other attractions shall be charged a license fee at the following rates:

One-ring circus	$ 50.00 per day
two or more ring circus	$ 100.00
All fees shall be collected in advance	

I. License Fees - Coin Operated Entertainment Devices

Any establishment maintaining or operating a vending device or any other mechanical device for the purpose of entertainment, the operation of which is permitted, conducted or allowed or made possible by the depositing of any coin, plate disc, slug or key into any slot, crevice, or other opening or by the payment of any fee, shall pay a license fee based upon the immediately preceding calendar years gross receipts from the total of such machines so operated at the rates set forth in Section 1, Subsection (a).

J. License Penalties

Business License Penalty	18% per for amounts determined due based upon audit review
	25% of the license fee per month, not to exceed 100% of the Business License Fee.

3. MISCELLANEOUS ADMINISTRATIVE FEES

Copies (including but not limited to; public records requests, agenda packets & misc. copies of documents.	$ 0.10 per page
	$ 0.15 per page 2-sided
Budget	$ Actual Cost of reproduction
Zoning Ordinance	$ Actual Cost of reproduction
Standard Improvement Plan	$ Actual Cost of reproduction
General Plan	$ Actual Cost of reproduction
Business License Listing	$ 25.00 each
Fireworks Permit	$ 10.00 each
Zoning Map (color)	$ 6.00 each
Zoning Map (black and white)	$ 2.00 each
Aerial Photo 72 x 42	$ 60.00 each
Aerial Photo 42 x 28	$ 30.00 each
Plan Copies (black and white)	$ 2.00 (per sheet)
DVD Copy of Council Meeting or Planning Comm. Meeting	$ 5.00 each

4. NOTARIAL SERVICES

Notary	$ 10.00 per Notarial act
This fee will not apply to Notarial Acts performed for the benefit of the City. This fee is not applicable to notaries employed by the City while outside of their scope of employment for the City of Fortuna.	

5. ADMINISTRATIVE ADJUSTMENTS

The City Manager shall have the authority to adjust the aforementioned fees when special circumstances indicate that the fee being charged according to this Resolution is clearly

inappropriate. In addition, the City Manager shall have the authority to determine the fee amount for a City service that is not addressed in this Resolution based upon the actual cost of providing the service and / or the actual cost for the City to issue a permit.

COMMUNITY DEVELOPMENT FEE SCHEDULE – DEVELOPMENT REVIEW

1. DEVELOPMENT REVIEW - LAND USE AND DEVELOPMENT FEES

Activity/Permit	Fee
MINISTERIAL	
Zoning Clearance	$100.00
Certificate of Compliance	$500.00*
Business License	$0
Pre-Application Meeting	$0
ADMINISTRATIVE HEARING	
Use Permit	$200.00
Assemblage Use Permit (per 17.54.070)	
Under 500	$125.00
500+	$275.00
Modifications & Extensions	$150.00
Appeal of a Decision	$425.00
PLANNING COMMISSION HEARING	
Design Review	$225.00*
Use Permit—Exempt from CEQA	$300.00*
Use Permit—Not exempt from CEQA	$650.00*
Lot Line Adjustment	$325.00*
Variance	$375.00*
Minor Subdivision	$525.00*
Permit Extension	$150.00

Permit Modification or Amendment	$200.00*
Appeal of a Decision	$425.00
PLANNING COMMISSION & COUNCIL HEARINGS	
Major Subdivision	$625.00*
Zone Reclassifications	$775.00*
Plan Amendments	$775.00*
Annexations	$775.00*
SPECIAL SERVICES	
CEQA EIR	Actual cost
CEQA Initial Study	Actual cost
Surveyor Map Checking (Review, Delivery, Return)	Actual cost

City Map Checking	
Parcel Map	$325.00*
Final Map	$425.00*
Engineering Plan Checking	
$0 to $100,000	1.00% of improvement cost*
$100,001 to $200,000	0.75% of improvement cost*
Greater than $200,000	0.50% of improvement cost*
Engineering Inspection Fee	
$0 to $100,000	1.00% of improvement cost*
$100,001 to $200,000	0.75% of improvement cost*
Greater than $200,000	0.50% of improvement cost*
Record of Drawing (As-built)	$3,000.00
Conditions of Approval Compliance	Deposit equal to permit fee*
Subdivision Construction Agreement	$500.00 plus bonding

Abandonment of a Right-of-Way	$275.00
Rebate and Payback Agreements	$325.00
Special Engineering Studies & Review	Actual cost
Encroachment Permit	$75.00
Nonprofit	$50.00
Street Closure Permit	$75.00
Nonprofit	$50.00
Chamber of Commerce Holiday Signage	$25.00
Overhead Banners in Public Right-of-way	$50.00
Downtown Parking In-Lieu Fee	$2,180.00

2. DEVELOPMENT REVIEW - SEISMIC FEE

a. Group R occupancies, as defined in the current Uniform Building Code, one to three stories in height, except hotels and motels, shall be assessed at the rate of ten dollars ($10.00) per one hundred thousand dollars ($100,000.00), with appropriate fractions thereof.

b. All other buildings shall be assessed at the rate of twenty-one dollars ($21.00) per one hundred thousand dollars ($100,000.00) with appropriate fractions thereof.

c. The fee shall be the amount assessed under paragraph 1. or 2., depending on building type, or fifty cents ($ 0.50), whichever is the higher.

3. DEVELOPMENT REVIEW - DRAINAGE FEES

The following fees shall be collected by the City of Fortuna prior to the filing of any parcel map, final map, or prior to the issuance of any building permit. These fees shall be paid into the City's Drainage Facilities Fee Fund.

A. SUBDIVISIONS:

a. Vacant Parcels

A fee of six hundred dollars ($600.00) for each parcel shall be paid prior to the filing of any parcel map or final map.

b. Developed Parcels

Parcels developed prior to 1985 shall pay a drainage fee of thirty-two cents ($0.32) per square foot for all impervious surface coverage on the parcel.

B. BUILDING PERMITS

a. Fee

A drainage fee of thirty-two cents ($0.32) per square foot of impervious surface coverage created shall be paid prior to the issuance of any building permit.

b. Subdivision Credit

A drainage fee calculated upon the issuance of a building permit shall be reduced by the amount of the drainage fee paid for drainage improvements constructed for the parcel. The reduced building permit drainage fee shall only apply to the initial building permit approved for the development of the parcel. All subsequent building permits for the construction of buildings or additions and modifications shall pay the building permit drainage fee for that additional work.

c. Impervious Surface Coverage

The amount of impervious surface coverage created by new structures included in building permit applications or existing when a subdivision application is approved shall be determined by the Building Official. Impervious surface coverage shall include residential dwellings and accessory structures, commercial buildings, garages, carports, parking lots, driveways, sidewalks, and other such impermeable surfaces.

4. DEVELOPMENT REVIEW - TRAFFIC IMPACT FEES

A. TRAFFIC IMPACT FEES-HOME AVENUE

The following fees shall be collected by the City of Fortuna from all property located on Home Ave. or any street or private drive that connects to Home Ave. as described in Resolution 90-14 prior to the filing of any parcel map, final map, or prior to the issuance of any building permit for a dwelling.

a. Subdivisions

A fee of two thousand one hundred and thirty seven dollars and fifty cents ($2,137.50) for each parcel shall be paid prior to the filing of any parcel map or final map.

b. Building Permits

A fee of four thousand two hundred and seventy five dollars ($4,275.00) shall be paid for each new dwelling prior to the issuance of any building permit. A person shall receive a credit for any fees paid under section 9 (a).

B. TRAFFIC IMPACT FEES-HILLSIDE DRIVE

The following fees shall be collected by the City of Fortuna from all property located on Hillside Drive or any street or private drive that connects to Hillside Drive as described in Resolution 95-07 prior to the filing of any parcel map, final map, or prior to the issuance of any building permit for a dwelling.

a. Subdivisions

A fee of one thousand three hundred ten dollars ($1,310.00) for each parcel shall be paid prior to the filing of any parcel map or final map.

b. Building Permits

A fee of two thousand six hundred twenty dollars ($2,620.00) shall be paid for each new dwelling prior to the issuance of any building permit. A person shall receive a credit for any fees paid under section 10 (a).

5. DEVELOPMENT REVIEW - ARTERIAL AND COLLECTOR ROAD EXTENSIONS AND EXPANSIONS

A fee established under this Section shall be for all residential developments within the City with the exception of those properties that pay the Home Avenue Fee or the Hillside Drive Fee.

A. SUBDIVISIONS

A fee of three hundred and five dollars ($305.00) for each vacant parcel shall be paid prior to the filing of any parcel map or final map.

B. BUILDING PERMITS

A fee of six hundred and ten dollars ($610.00) shall be paid for each new dwelling prior to the issuance of any building permit. A person shall receive a credit for any fees paid under Section 11(a).

COMMUNITY DEVELOPMENT - BUILDING FEE SCHEDULE

1. UNIT BASED BUILDING PERMIT FEES

Occupancy	Building Use	Average Plan Check/ Process Hours	Average Inspection Hours	Total Time	Mult. By Hrly Rate $ 80.30	Average Square Ft	Average Cost per Square Ft	Type of Construction Modifier ROW A I-A I-B	ROW B II-A III-A V-A	ROW C II-B, III-B IV V-B
"A"	**Restaurant / Theater / Church /**	17.0	23.0	40	$3,212	1,000	$3.21	$3.85	$3.21	$2.57
	Auditorium	38.0	62.0	100	$8,030	5,000	$1.61	$1.93	$1.61	$1.28
		59.0	99.0	158	$12,687	10,000	$1.27	$1.52	$1.27	$1.01
		97.0	161.0	258	$20,717	20,000	$1.04	$1.24	$1.04	$0.83
"A"	Tenant Improvement	9.0	11.5	21	$1,646	1,000	$1.65	$1.98	$1.65	$1.32
		19.0	31.0	50	$4,015	5,000	$0.80	$0.96	$0.80	$0.64
		28.5	49.8	78	$6,283	10,000	$0.63	$0.75	$0.63	$0.50
		48.5	80.8	129	$10,379	20,000	$0.52	$0.62	$0.52	$0.42
"B"	**Office**	16.5	21.5	38	$3,051	1,000	$3.05	$3.66	$3.05	$2.44
		32.0	55.0	87	$6,986	5,000	$1.40	$1.68	$1.40	$1.12
		56.0	86.0	142	$11,403	10,000	$1.14	$1.37	$1.14	$0.91
		88.0	141.0	229	$18,389	20,000	$0.92	$1.10	$0.92	$0.74
"B"	Tenant Improvement	9.0	11.0	20	$1,606	1,000	$1.61	$1.93	$1.61	$1.28
		16.0	27.5	44	$3,493	5,000	$0.70	$0.84	$0.70	$0.56
		28.0	43.0	71	$5,701	10,000	$0.57	$0.68	$0.57	$0.46
		44.0	70.0	114	$9,154	20,000	$0.46	$0.55	$0.46	$0.37
"E"	**Non Public**	17.0	23.0	40	$3,212	1,000	$3.21	$4.82	$4.02	$3.21
	(Pre-School - Daycare)	38.0	62.0	100	$8,030	5,000	$1.61	$2.41	$2.01	$1.61
	(Schools - Religion)	59.0	99.0	158	$12,687	10,000	$1.27	$1.90	$1.59	$1.27
		97.0	161.0	258	$20,717	20,000	$1.04	$1.55	$1.29	$1.04
"E"	Tenant Improvement	9.0	11.5	21	$1,646	1,000	$1.65	$2.47	$2.06	$1.65
		19.0	31.0	50	$4,015	5,000	$0.80	$1.20	$1.00	$0.80
		28.5	49.8	78	$6,283	10,000	$0.63	$0.94	$0.79	$0.63
		48.5	80.8	129	$10,379	20,000	$0.52	$0.78	$0.65	$0.52
"F-1"	**Factory and industrial,**	14.0	18.0	32	$2,570	1,000	$2.57	$3.08	$2.57	$2.06
	(MODERATE HAZARD)	23.0	37.0	60	$4,818	5,000	$0.96	$1.16	$0.96	$0.77
		34.0	53.0	87	$6,986	10,000	$0.70	$0.84	$0.70	$0.56
		42.0	88.0	130	$10,439	20,000	$0.52	$0.63	$0.52	$0.42
"F-1"	Tenant Improvement	9.0	10.0	19	$1,526	1,000	$1.53	$1.83	$1.53	$1.22
	Factory and industrial,	12.0	19.0	31	$2,489	5,000	$0.50	$0.60	$0.50	$0.40
	(MODERATE HAZARD)	18.0	27.0	45	$3,614	10,000	$0.36	$0.43	$0.36	$0.29
		22.0	45.0	67	$5,380	20,000	$0.27	$0.32	$0.27	$0.22
"F-2"	**Factory and industrial,**	14.0	18.0	32	$2,570	1,000	$2.57	$3.08	$2.57	$2.06
	(LOW HAZARD)	23.0	37.0	60	$4,818	5,000	$0.96	$1.16	$0.96	$0.77
	(LOW HAZARD)	34.0	53.0	87	$6,986	10,000	$0.70	$0.84	$0.70	$0.56
		42.0	88.0	130	$10,439	20,000	$0.52	$0.63	$0.52	$0.42
"F-2"	Tenant Improvement	9.0	10.0	19	$1,526	1,000	$1.53	$1.83	$1.53	$1.22
	Factory and industrial,	12.0	19.0	31	$2,489	5,000	$0.50	$0.60	$0.50	$0.40
	(LOW HAZARD)	18.0	27.0	45	$3,614	10,000	$0.36	$0.43	$0.36	$0.29
		22.0	45.0	67	$5,380	20,000	$0.27	$0.32	$0.27	$0.22
"H-1"	**High Hazards;**	14.0	18.0	32	$2,570	500	$5.14	$6.17	$5.14	$4.11
"H-2"	Detonation hazard; Health hazards	18.0	22.0	40	$3,212	1,000	$3.21	$3.85	$3.21	$2.57
"H-3"	Hazard from accelerated burning;	22.8	42.3	65	$5,220	2,500	$2.09	$2.51	$2.09	$1.67
"H-4"	Material that readily support combust.;	35.0	65.0	100	$8,030	5,000	$1.61	$1.93	$1.61	$1.28
"H-1"	Tenant Improvement - High Hazards;	9.0	9.0	18	$1,445	500	$2.89	$3.47	$2.89	$2.31
"H-2"	Detonation hazard; Health hazards	9.5	10.5	20	$1,606	1,000	$1.61	$1.93	$1.61	$1.28
"H-3"	Hazard from accelerated burning;	14.0	18.0	32	$2,570	2,500	$1.03	$1.23	$1.03	$0.82
"H-4"	Material that readily support combust.;	17.0	32.0	49	$3,935	5,000	$0.79	$0.94	$0.79	$0.63
"H-5"	**High Explosive**	15.5	22.5	38	$3,051	500	$6.10	$6.10	$5.09	$4.07
		20.0	27.5	48	$3,814	1,000	$3.81	$3.81	$3.18	$2.54
		26.0	49.0	75	$6,023	2,500	$2.41	$2.41	$2.01	$1.61
		35.0	68.0	103	$8,271	5,000	$1.65	$1.65	$1.38	$1.10

Occupancy	Building Use	Average Plan Check/ Process Hours	Average Inspection Hours	Total Time	Mult. By Hrly Rate $ 80.30	Average Square Ft	Average Cost per Square Ft	Type of Construction Modifier ROW A I-A I-B	ROW B II-A III-A V-A	ROW C II-B, II[illegible] IV V-B
"H-5"	Tenant Improvement	10.0	14.0	24	$1,927	500	$3.85	$3.85	$3.21	$2.57
	High Explosive	11.0	15.0	26	$2,088	1,000	$2.09	$2.09	$1.74	$1.39
		13.0	23.0	36	$2,891	2,500	$1.16	$1.16	$0.96	$0.77
		17.0	34.0	51	$4,095	5,000	$0.82	$0.82	$0.68	$0.55
"I - 1.2"	**Heath Care Centers / Assist Living**	21.0	31.0	52	$4,176	1,000	$4.18	$4.18	$3.48	$2.78
		39.0	78.0	117	$9,395	5,000	$1.88	$1.88	$1.57	$1.25
		68.0	111.0	179	$14,374	10,000	$1.44	$1.44	$1.20	$0.96
		92.0	169.0	261	$20,958	20,000	$1.05	$1.05	$0.87	$0.70
"I - 1.2"	Tenant Improvement	11.0	16.0	27	$2,168	1,000	$2.17	$2.17	$1.81	$1.45
	(Heath Care Centers / Assist Living)	20.0	39.0	59	$4,738	5,000	$0.95	$0.95	$0.79	$0.63
		34.0	55.5	90	$7,187	10,000	$0.72	$0.72	$0.60	$0.48
		46.0	84.0	130	$10,439	20,000	$0.52	$0.52	$0.43	$0.35
"I-3"	**Jail**	15.5	23.0	39	$3,092	500	$6.18	$7.42	$6.18	$4.95
		26.0	40.0	66	$5,300	2,500	$2.12	$2.54	$2.12	$1.70
		34.0	69.0	103	$8,271	5,000	$1.65	$1.99	$1.65	$1.32
"M"	**Store / Mercantile**	16.5	21.5	38	$3,051	1,000	$3.05	$4.58	$3.81	$3.05
		31.0	51.0	82	$6,585	5,000	$1.32	$1.98	$1.65	$1.32
		45.0	86.0	131	$10,519	10,000	$1.05	$1.58	$1.31	$1.05
		57.0	141.0	198	$15,899	20,000	$0.79	$1.19	$0.99	$0.79
		77.0	198.0	275	$22,083	50,000	$0.44	$0.66	$0.55	$0.44
		99.0	281.0	380	$30,514	100,000	$0.31	$0.46	$0.38	$0.31
"M"	Tenant Improvement	9.0	12.0	21	$1,686	1,000	$1.69	$2.53	$2.11	$1.69
	(Store)	14.5	24.5	39	$3,132	5,000	$0.63	$0.94	$0.78	$0.[illegible]
	(Full store remodel)	20.0	41.0	61	$4,898	10,000	$0.49	$0.73	$0.61	$0.4[illegible]
		28.0	68.0	96	$7,709	20,000	$0.39	$0.58	$0.48	$0.39
		36.0	96.0	132	$10,600	50,000	$0.21	$0.32	$0.26	$0.21
		48.0	128.0	176	$14,133	100,000	$0.14	$0.21	$0.18	$0.14
M	**Convenient Store / Vehicle Fuel Disp.**	12.0	12.0	24	$1,927	300	$6.42	$7.71	$6.42	$5.14
	NOTE: see Fuel Canopy in "S-2"	16.0	18.0	34	$2,730	750	$3.64	$4.37	$3.64	$2.91
		21.0	28.0	49	$3,935	1,500	$2.62	$3.15	$2.62	$2.10
		25.0	39.0	64	$5,139	3,000	$1.71	$2.06	$1.71	$1.37
M	Tenant Improvement	8.0	10.0	18	$1,445	300	$4.82	$5.78	$4.82	$3.85
	Convenient Store / Vehicle Fuel Disp	9.5	11.0	21	$1,646	750	$2.19	$2.63	$2.19	$1.76
		12.0	14.0	26	$2,088	1,500	$1.39	$1.67	$1.39	$1.11
		14.5	19.0	34	$2,690	3,000	$0.90	$1.08	$0.90	$0.72
"R-1" "R-2.1"	**Hotel / Motel / Apartment**	16.0	37.0	53	$4,256	1,500	$2.84	$3.40	$2.84	$2.27
		49.0	111.0	160	$12,848	7,500	$1.71	$2.06	$1.71	$1.37
		84.0	210.0	294	$23,608	15,000	$1.57	$1.89	$1.57	$1.26
		107.0	311.0	418	$33,565	30,000	$1.12	$1.34	$1.12	$0.90
"R-1" "R-2.1"	Tenant Improvement	13.0	16.0	29	$2,329	1,500	$1.55	$1.86	$1.55	$1.24
	or Remodels	30.0	54.0	84	$6,745	7,500	$0.90	$1.08	$0.90	$0.72
		42.0	104.0	146	$11,724	15,000	$0.78	$0.94	$0.78	$0.63
		50.0	130.0	180	$14,454	30,000	$0.48	$0.58	$0.48	$0.39
"R-3"	**Dwellings - Single Family / Duplex**	7.6	14.0	22	$1,734	1,000	$1.73	N/A	N/A	$1.73
		10.0	17.3	27	$2,188	1,500	$1.46	N/A	N/A	$1.46
		12.3	18.5	31	$2,473	2,000	$1.24	N/A	N/A	$1.24
		16.8	23.0	40	$3,192	3,000	$1.06	N/A	N/A	$1.0[illegible]
		20.5	26.3	47	$3,754	4,000	$0.94	N/A	N/A	$0.[illegible]
		23.3	28.5	52	$4,156	5,000	$0.83	N/A	N/A	$0.83
		24.8	30.3	55	$4,417	6,000	$0.74	N/A	N/A	$0.74

Occupancy	Building Use	Average Plan Check/ Process Hours	Average Inspection Hours	Total Time	Mult. By Hrly Rate $ 80.30	Average Square Ft	Average Cost per Square Ft	Type of Construction Modifier ROW A I-A I-B	ROW B II-A III-A V-A	ROW C II-B, III-B IV V-B
"R-3"	**Dwellings - Repeats of Project**	4.0	14.0	18	$1,445	1,000	$1.45	N/A	N/A	$1.45
	(Build the same home within the	4.3	17.3	22	$1,730	1,500	$1.15	N/A	N/A	$1.15
	same subdivision ONLY during	4.8	18.5	23	$1,871	2,000	$0.94	N/A	N/A	$0.94
	the same adopted code cycle).	5.0	23.0	28	$2,248	3,000	$0.75	N/A	N/A	$0.75
		5.0	26.3	31	$2,509	4,000	$0.63	N/A	N/A	$0.63
		6.0	28.5	35	$2,770	5,000	$0.55	N/A	N/A	$0.55
		6.3	30.3	37	$2,931	6,000	$0.49	N/A	N/A	$0.49
"R-3"	**Dwellings**	5.5	7.5	13	$1,044	1,000	$1.04	N/A	N/A	$1.04
	Remodel/Improvements	6.0	8.8	15	$1,184	1,500	$0.79	N/A	N/A	$0.79
		7.0	9.5	17	$1,325	2,000	$0.66	N/A	N/A	$0.66
		8.0	12.0	20	$1,606	3,000	$0.54	N/A	N/A	$0.54
		9.0	13.3	22	$1,787	4,000	$0.45	N/A	N/A	$0.45
		9.8	14.8	25	$1,967	5,000	$0.39	N/A	N/A	$0.39
		10.3	16.0	26	$2,108	6,000	$0.35	N/A	N/A	$0.35
S-1	(Mod Hazard Storage)	13.0	17.0	30	$2,409	1,000	$2.41	$2.89	$2.41	$1.93
S-2	(Low Hazard Storage)	22.0	36.0	58	$4,657	5,000	$0.93	$1.12	$0.93	$0.75
	(Open Parking Garage)	33.0	53.0	86	$6,906	10,000	$0.69	$0.83	$0.69	$0.55
	(Aircraft Hanger)	41.0	88.0	129	$10,359	20,000	$0.52	$0.62	$0.52	$0.41
S-1	Tenant Improvement	9.0	10.0	19	$1,526	1,000	$1.53	$1.83	$1.53	$1.22
S-2		12.0	19.0	31	$2,489	5,000	$0.50	$0.60	$0.50	$0.40
		18.0	27.0	45	$3,614	10,000	$0.36	$0.43	$0.36	$0.29
		22.0	45.0	67	$5,380	20,000	$0.27	$0.32	$0.27	$0.22
"S-2"	**Canopy / Porte-cochere /**	6.0	4.5	11	$843	100	$8.43	$10.12	$8.43	$6.75
	Fuel Dispensing cover	6.0	6.0	12	$964	500	$1.93	$2.31	$1.93	$1.54
	(Commercial)	6.0	8.0	14	$1,124	1,000	$1.12	$1.35	$1.12	$0.90
		6.5	8.5	15	$1,205	2,000	$0.60	$0.72	$0.60	$0.48
"U"	**Residential Garage - ATTACHED**	2.5	3.5	6	$482	100	$4.82	$7.23	$6.02	$4.82
	(Built during new home Construction)	3.0	5.0	8	$642	500	$1.28	$1.93	$1.61	$1.28
	(up to 3,000sf max.)	3.8	5.5	9	$743	1,000	$0.74	$1.11	$0.93	$0.74
		4.5	6.5	11	$883	2,000	$0.44	$0.66	$0.55	$0.44
		5.0	7.3	12	$984	3,000	$0.33	$0.49	$0.41	$0.33
"U"	**Residential Garage - DETACHED**	4.0	6.5	11	$843	100	$8.43	$12.65	$10.54	$8.43
	Stand Alone Construction	5.0	7.0	12	$964	500	$1.93	$2.89	$2.41	$1.93
	(up to 3,000sf max.)	6.5	8.8	15	$1,225	1,000	$1.22	$1.84	$1.53	$1.22
		8.0	11.0	19	$1,526	2,000	$0.76	$1.14	$0.95	$0.76
		9.3	13.0	22	$1,787	3,000	$0.60	$0.89	$0.74	$0.60
"U"	**Residential Carport / Porch - ATTACHED**	1.0	1.5	3	$201	100	$2.01	$3.01	$2.51	$2.01
	(Built during new home Construction)	1.5	2.0	4	$281	200	$1.41	$2.11	$1.76	$1.41
		1.8	2.3	4	$321	300	$1.07	$1.61	$1.34	$1.07
		2.0	2.5	5	$361	400	$0.90	$1.36	$1.13	$0.90
		2.3	2.8	5	$402	500	$0.80	$1.20	$1.00	$0.80
"U"	**Carport / Porch / Agg. Cover**	3.0	3.0	6	$482	50	$9.64	$14.45	$12.05	$9.64
	Stand Alone Construction	3.0	4.0	7	$562	100	$5.62	$0.00	$0.00	$5.62
		4.0	4.0	8	$642	500	$1.28	$0.00	$0.00	$1.28
		5.0	5.5	11	$843	1,000	$0.84	$0.00	$0.00	$0.84
		6.3	6.5	13	$1,024	2,000	$0.51	$0.00	$0.00	$0.51
		6.8	7.0	14	$1,104	3,000	$0.37	$0.00	$0.00	$0.37

Occupancy	Building Use	Average Plan Check/ Process Hours	Average Inspection Hours	Total Time	Mult. By Hrly Rate $ 80.30	Average Square Ft	Average Cost per Square Ft	Type of Construction Modifier: ROW A I-A I-B	ROW B II-A III-A V-A	RO II-B, IV V-B
	SHELL BUILDINGS									
"B"	Shell	10.5	14.0	25	$1,967	1,000	$1.97	*$2.36*	*$1.97*	*$1.57*
	(Office)	27.5	42.3	70	$5,601	5,000	$1.12	*$1.34*	*$1.12*	*$0.90*
		47.8	73.8	122	$9,756	10,000	$0.98	*$1.17*	*$0.98*	*$0.78*
		80.8	124.0	205	$16,441	20,000	$0.82	*$0.99*	*$0.82*	*$0.66*
"A"	Shell	11.0	16.3	27	$2,188	1,000	$2.19	*$2.63*	*$2.19*	*$1.75*
	(Restaurant / Theater / Church /	32.3	49.0	81	$6,524	5,000	$1.30	*$1.57*	*$1.30*	*$1.04*
	Auditorium /	55.5	85.8	141	$11,342	10,000	$1.13	*$1.36*	*$1.13*	*$0.91*
		92.7	142.8	235	$18,903	20,000	$0.95	*$1.13*	*$0.95*	*$0.76*
"M"	Shell	11.0	11.5	23	$1,807	1,000	$1.81	*$2.17*	*$1.81*	*$1.45*
	store	19.8	30.3	50	$4,015	5,000	$0.80	*$0.96*	*$0.80*	*$0.64*
		34.5	53.3	88	$7,046	10,000	$0.70	*$0.85*	*$0.70*	*$0.56*
		60.0	92.3	152	$12,226	20,000	$0.61	*$0.73*	*$0.61*	*$0.49*
		114.0	175.5	290	$23,247	50,000	$0.46	*$0.56*	*$0.46*	*$0.37*
		146.0	238.8	385	$30,895	100,000	$0.31	*$0.37*	*$0.31*	*$0.25*

2. MECHANICAL PERMIT FEES

PERMIT ISSUANCE FEE	Each
For the issuance of each Mechanical permit	40.15
For issuing each supplemental permit for which the original permit has not expired, been canceled or finaled	12.50
UNIT FEE SCHEDULE - to be added to each building permit. ***(NOTE: The following fees do not include the permit-issuing fee.)***	**Per Unit Price**
Furnaces	
For the installation or relocation of each forced-air or gravity-type furnace or burner. including ducts and vents attached to such appliance, up to and including 100,000 Btulh	48.11
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance. over 100,000 Btulh	53.53
For the installation or relocation of each floor furnace, including vent	48.11
For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater.	48.11
Appliance Venting	
For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	12.50
Repair or Additions	
For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code	23.70
Boilers, Compressors and Absorption Systems	
Installation or relocation of each boiler or compressor to and including 3HP (10.6 kW), or each absorption system to and including 100,000 Btulh	25.42
Installation or relocation of each boiler or compressor over 3HP (10.6 kW) to and including 15HP (52.7 kW), or each absorption system over 100,000 Btulh (29.3 kW) to and including 500,000 Btulh (146.6 kW)	46.90
Installation or relocation of each boiler or compressor over 15HP (52.7 kW) to and including 30HP (105.5 kW), or each absorption system over 500,000 Btulh (146.6 kW) to and incl 1,000,000 Btulh (293. I kW)	64.34
Installation or relocation of each boiler or compressor over 30HP (105.5 kW) to and including 50HP (176 kW), or each absorption system over 1,000,000 Btulh (273.1 kW) to and incl 1,750,000 Btulh (512.9 kW)	95.78
Installation or relocation of each boiler or compressor' over 50HP (176 kW), or each absorption system over 1.750,000 Btulh (512.9 kW)	160.13
Air Handlers	
For each air-handling unit to and including 10,000 cubic feet per minute (cfrn)(4719 *Us),* including ducts attached thereto	18.44
For each air-handling unit over 10,OOOcfrn (4719 Us)*	31.86
*Note: This fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code.	
Evaporative Coolers / Hood Make-up Air	
Evaporative Coolers For each evaporative cooler other than portable type	18.44

Ventilation and Exhaust	
For each ventilation fan connected to a single duct	11.62
For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	18.44
For the installation of each hood which served by mechanical exhaust, including the ducts for such hood	18.44
Incinerators	
Miscellaneous	
For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which the fee is listed in the table	18.62
OTHER INSPECTION FEES:	**Per Hour**
Inspections outside of normal business hours, per hour * (Minimum Charge - 2 Hours)	80.30
Re-Inspection fee assed under provision of FMC * (Minimum Charge - 1 Hour)	80.30
Inspection for which no fee is specifically indicate, per hour* (Minimum Charge - 1 Hour)	80.30
Additional plan review required by changes, additions or revisions to the plans or to plans for which and initial review has been completed * (Minimum Charge - 1/2 half hour)	80.30
*Or the total hourly cost to the jurisdiction, whichever is the greatest. The total hourly cost shall include Supervision, Overhead, Equipment, Hourly wages and benefits of the employees involved	

3. ELECTRICAL PERMIT FEES

PERMIT ISSUANCE	$ Each
For the issuance of each Electrical permit	40.15
For issuing each supplemental permit for which the original permit has not expired, been canceled or finaled	11.62
SYSTEM FEE SCHEDULE - to be added to each building permit. ***(NOTE: The following fees do not include the permit-issuing fee.)***	
New Residential Buildings: The following fees shall include all wiring and electrical equipment in or on each building, or other electrical equipment on the same premises constructed at the same time.	Per Sq Ft
Single- and Two Family: For new single-and two-family residential buildings constructed at the same time and not including the area of garages, carports, and accessory buildings, per S.F. @ 0.090.	0.090
Multifamily: For new multifamily buildings (apartments and condominiums) having three or more dwelling units constructed at the same time, not including the area of garages, carports and accessory building, per S.F. @ 0.081:	0.081
Private Swimming Pools	$ Each
For new private, swimming pools for single-family and multifamily occupancies, including a complete system of necessary branch circuit wiring, bonding, grounding, underwater lighting, water pumping and other similar electrical equipment directly related to the operation of a swimming pool, each pool	121.73
Carnivals and Circuses: Carnivals, circuses, or other traveling shows or exhibitions utilizing transportable-type rides, booths, displays and attractions.	$ Each
For electrical generators and electrically driven rides, each	37.76
For mechanically driven rides and walk-through attractions or displays having electric lighting, each	11.62
For a system of area and booth lighting, each	11.62
For permanently installed rides, booths, displays and attractions, use the Unit Fee Schedule.	-
Temporary Power Services	$ Each
For a temp. service pole, inc all pole or pedestal-mounted receptacle outlets and appurtenances, each	79.51
For a temporary distribution system and temporary lighting and receptacle outlets for construction sites, decorative lights, Christmas tree sales lots, fireworks stands, etc., each	19.72
UNIT FEE SCHEDULE - to be added to each building permit. ***(NOTE: The following fees do not include the permit-issuing fee.)***	
Receptacle, Switch and Light Outlets: For receptacle, switch, light or other outlets at which current is used or controlled, except services, feeders and meters	$ Each
First 20 fixtures, each	1.76
Additional fixtures, each	1.18
Light Fixtures: For lighting fixtures, sockets or other lamp-holding devices:	$ Each
First 20 fixtures, each	1.76
Additional fixtures, each	1.18
For pole or platform-mounted light fixtures, each	1.76
For theatrical-type lighting fixtures or assemblies, each	1.76
Residential Appliances	$ Each
For fixed residential appliances or receptacle outlets for same, including wall-mounted electric ovens; counter-mounted cooking tops; electric ranges; self-contained room, console or through-wall conditioners; space heaters; food waste grinders; dishwashers; washing machines; water heaters; clothes dryers; or other motor-operated appliances not exceeding 1 ***horsepower*** (HP) in rating, each	7.65
NOTE: For other types of air conditioners and other appliances having larger electrical ratings, see Power Apparatus	

Non-Residential Appliances	$ Each
For nonresidential appliances and self-contained factory-wired, nonresidential appliances not exceeding 1 horsepower (HP), kilowatt (kW) or (kVA), in rating, including medical and dental devices; food, beverage and ice cream cabinets; illuminated show cases; drinking vending machines; laundry machines; or other similar types of equipment, each $ 5.00	7.65
NOTE: For other types of air conditioners and other appliances having larger electrical ratings, see Power Apparatus,	
Power Apparatus: For motors, generators, transformers, rectifiers, synchronous conveners, capacitors, industrial heating, AC and heat pumps, cooking or baking equipment and other apparatus, as follows: Rating m horsepower (HP), kilowatts (kW), kilovolt-amperes (kVA) or kilovolt-amperes-reactive (kY AR):	$ Each
Up to and including 1, each	7.65
Over 1 and not over 10, each	19.73
Over 10 and not over 50, each	39.53
Over 50 and not over 100, each	79.51
Over 100, each	119.57
NOTE: For equipment or appliances having more than one motor, transformer, heater, etc., the sum of the combined ratings may be used.	
NOTE: These fees include all switches, circuit breakers, contacts, thermostats, relays and other directly related controlled equipment.	
Busways:	
For trolley and plug-in-type busways, each 100 feet or fraction thereof..	11.62
NOTE: An additional fee required for lighting fixtures, motors and other appliances that are connected to troney and plug-in-type busways. A fee is not required for portable	
Signs, Outline, Lighting and Marquees:	$ Each
For signs, outline lighting systems or marquees supplied from one branch circuit, each	39.53
For additional branch circuits within the same sign, outline lighting system or marquee, each	7.65
Services:	$ Each
For services of *600* volts or less and not over 200 amperes in rating, each	48.93
For services of 600 volts or less and over 200 amperes to l,000 amperes, each	99.77
For *services* over 600 volts or over 1,000 amperes in rating, each	199.54
Miscellaneous Apparatus, Conduits and Conductors:	$ Each
For electrical apparatus, conduits and conductors for which a permit is required but for which no fee is herein set forth	29.20
NOTE: This fee is not applicable when a fee is paid for one or more services, outlets, fixtures, appliances, power apparatus, busways, signs or other equipment.	
Other Inspection and Fees:	Per Hour
Inspections outside of normal business hours, per hour* (Minimum Charge - 2 Hours)	80.30
Re-Inspection fee assed under provision of FMC* (Minimum Charge - 1 Hour)	80.30
Inspection for which no fee is specifically indicate, per hour* (Minimum Charge - 1 Hour)	80.30
Additional plan review required by changes, additions or revisions to the plans or to plans for which and initial review has been completed* (Minimum Charge - 1/2 half hour)	80.30
*Or the total hourly cost to the jurisdiction, whichever is the greatest. The total hourly cost shall include Supervision, Overhead, Equipment, Hourly wages and benefits of the employees involved	

4. PLUMBING PERMIT FEES

PERMIT ISSUANCE FEE	$ Each
For the issuance of each plumbing permit	40.15
For issuing each supplemental permit for which the original permit has not expired, been canceled or final	11.62
UNIT FEE SCHEDULE - to be added to each building permit. ***(NOTE: The following fees do not include the permit-issuing fee.)***	**$ Each**
Fixtures and Vents	
For each plumbing fixture or trap or set of fixtures on one trap (incl: water, drain piping, backflow protec)	15.75
For repair or alteration of drainage or vent piping, each fixture	7.65
Sewer, Disposal Systems and Interceptors	
For each building, trailer sewer	39.60
For each private sewage disposal system	78.20
For each Industrial waste pretreatment interceptor, including its trap and vent, excepting kitchen-type grease interceptors Functioning as fixture traps	238.53
Rainwater systems - per drain (inside building)	15.75
Water Piping System	
For installation, alteration, or repair of water piping or water-treating equipment, or both, each	7.65
For each water heater including vent	19.73
For vents only, See Mechanical Permit Fees	
Gas Piping and Water Heaters	
For each gas piping system of one to five outlets	9.86
for each additional outlet over five, each	1.76
Lawn Sprinkler, vacuum Breakers and Backflow Protection Devices	
For each lawn sprinkler system on any one meter, including backflow protection devices thereof	23.78
For atmospheric-type vacuum breakers or backflow protection devices not including in item 1:	
1 to 5 devices	19.73
More them 5 devices, each	3.59
For each backflow-protection devices other then atmospheric-type vacuum breaker:	
2 inch and smaller	19.73
Over 2 inches	39.60
Swimming Pools	
For each swimming pool and spa:	
Private Pool (Residential) (up to 400 s.f.)	914.00
Private Pool (Residential) (over 401 s.f.)	1,034.00
Private Spa (Residential)	358.00
Public Pool (Commercial) (up to 400 s.f.) ADA	1,073.00
Public Pool (Commercial) (over 400 s.f.) ADA	1,232.00
Public Spa (Commercial) ADA	477.00
Fire Sprinkler System	
New Fire Sprinkler System ($0.13 x S.F.) Min fee cost $350.00	0.130
Rework Existing Fire Sprinkler System (per layout, time required & CBO)	-
Miscellaneous	
For each appliance or pieces of equipment regulated by the (CPC) California Plumbing Code but not classed in other appliance categories, or for which the fee is listed in the table	17.13
Other Inspection and Fees:	**$ Each**
Inspections outside of normal business hours, per hour* (Minimum Charge - 2 Hours)	80.30
Re-Inspection fee assed under provision of FMC * (Minimum Charge - 1 Hour)	80.30
Inspection for which no fee is specifically indicate, per hour* (Minimum Charge - 1 Hour)	80.30
Additional plan review required by changes, additions or revisions to the plans or to plans for which and initial review has been completed* (Minimum Charge - 1/2 half hour)	80.30
*Or the total hourly cost to the jurisdiction, whichever is the greatest. The total hourly cost shall include Supervision, Overhead, Equipment, Hourly wages and benefits of the employees involved	

5. GRADING PERMIT FEES

Permit Issuance	$ Each
For the issuance of each Grading permit	40.15
For issuing each supplemental permit for which the original permit has not expired, been canceled or final	11.62
UNIT FEE SCHEDULE - to be added to each building permit. ***(NOTE: The following fees do not include the permit-issuing fee.)***	**$ Each**
Grading Plan Review	
1 cubic yard to 100 cubic yards	37.77
101 to 1,000 cubic yards	59.40
1,001 to 10,000 cubic	79.05
10,00l to 100.000 cubic yards: $79.05 for the first 10,000 cubic yards, plus $39.34 for each additional 10,000 cubic yards or fraction thereof.	-
100,001 to 200,000 cubic yards: $433.11 for the first 100,000 cubic yards, plus $32.52 for each additional 10,000 cubic yards or fraction thereof. **retaining walls, and**	-
200,001 cubic yards or more: $725.79 for the first 200,000 cubic yards, plus $11.64 for each additional 10,000 cubic yards or fraction thereof.	-
NOTE: ADA path of travel, onsite structures i.e. trash enclosures, retaining walls etc. will be charged at building fee structure and/or hours per task.	-
Grading Permit Fees	
1 cubic yard to 50 cubic yards	37.7
51 to 100 cubic yards	59.40
101 to 1,000 cubic yards: $59.40 for the first 100 cubic yards, plus $28.10 for each additional 100 cubic yards or fraction thereof.	-
1,001 to 10,000 cubic yards: $312.3 for the first 1000 cubic yards, plus $23.29 for each additional 1000 cubic yards or fraction thereof **retaining walls, and**	-
10,001 to.100,000 cubic yards: $521.91 for the first 10,000 cubic yards, plus $105.96 for each additional 10,000 cubic yards or fraction thereof.	-
100,001 or more cubic yards: $1475.01 for the first 100,000 cubic yards, plus $58.61 for each additional 10,000 cubic yards or fraction thereof.	-
NOTE: ADA path of travel, onsite structures i.e. trash enclosures, retaining walls, etc. will be charged at building fee structure and/or hours per task.	-
Other Inspection and Fees:	**$ Each**
Inspections outside of normal business hours, per hour* (Minimum Charge - 2 Hours)	80.30
Re-Inspection fee assed under provision of FMC* (Minimum Charge - 1 Hour)	80.30
Inspection for which no fee is specifically indicate, per hour* (Minimum Charge - 1 Hour)	80.30
Additional plan review required by changes, additions or revisions to the plans or to plans for which and initial review has been completed* (Minimum Charge - 1/2 half hour)	80.30
*Or the total hourly cost to the jurisdiction, whichever is the greatest. The total hourly cost shall include Supervision, Overhead, Equipment, Hourly wages and benefits of the employees involved	

6. OVER THE COUNTER ONLY PERMIT FEES

Fee Types	Estimated Time (in minutes)	Fee based on a per-minute rate of $1.34
ADMINISTRATIVE AND MISC FEES		
Travel and Documentation	60	$80
MECHANICAL PERMIT FEES		
ISSUANCE MECHANICAL FEE **(Added to each permit)**	30	$40
Stand Alone Mechanical Plan Check & Inspection see CBO	See CBO	$0
Furnaces, New (F.A.U.)	90	$120
Furnaces (Wall)	60	$80
Furnaces, Replace (F.A.U.)	60	$80
Heater (Wall)	60	$80
Appliance Vent / Chimney (Only)	60	$80
Refrigeration Compressor	60	$80
Boiler - up to 500k BTU	60	$80
Boiler - greater than 500k BTU and less than 2,000k BTU	90	$120
Boiler - greater than 2,000k BTU	120	$161
Chiller	75	$100
Fan Coil Unit	60	$80
Heat Pump (Package Unit)	60	$80
Heater (Unit, Radiant, etc.)	60	$80
Air Handler w/ducts to 10k CFM	60	$80
Air Handler w/ducts more than 10k CFM	75	$100
Duct Work only	60	$80
Evaporative Cooler	60	$80
Make-up Air System	60	$80
Moisture Exhaust Duct (Clothes Dryer)	60	$80
Variable Air Volume Box (Including Duct Work)	60	$80
Vent Fan (Single Duct)	60	$80
Vent System	75	$100
Exhaust Hood and Duct (RESIDENTIAL)	60	$80
Non-Residential Incinerator	120	$161
Refrigerator Condenser Remote	60	$80
Walk-in Box / Refrigerator Coil	105	$141
Gas System (First Outlet)	60	$80
Gas Outlets (Each Additional)	15	$20
Other Mechanical Inspections (per hour)	60	$80
Other Mechanical Fees [list these individually]		Actual
PLUMBING / GAS PERMIT FEES		
ISSUANCE PLUMBING FEE (Added to each permit)	30	$40
Stand Alone Plumbing Plan Check & Inspection see CBO	See CBO	$0
Bathtub	60	$80
Floor Drain	60	$80
Gas System (First Outlet)	60	$80
Gas Outlets (Each Additional)	15	$20
Building Sewer	60	$80
Grease Trap (inside building)	90	$120
Grease Interceptors / Pump - less then 1500 ga. (Out side building)	180	$241

Fee Types	Estimated Time (in minutes)	Fee based on a per-minute rate of $1.34
Grease Interceptors / Pump - 1500 ga. & up (Out side building)	240	$321
Lavatory (First Fixture)	60	$80
Lavatory (Each Additional Fixture)	30	$40
Laundry Tubs	60	$80
Backflow Preventer (First 5)	60	$80
Backflow Preventer (More than 5) - each	5	$7
Receptor (Floor Sink, Cup Sink)	60	$80
Roof Drain	60	$80
Shower Drain	60	$80
Sink - Kitchen	60	$80
Sink - Other	60	$80
Urinal	60	$80
Washing Machine Standpipe	60	$80
Water Closet (First Fixture)	60	$80
Water Closet (Each Additional Fixture)	20	$27
Water Heater (First Heater)	60	$80
Water Heater (Each Additional Heater)	35	$47
Water Pipe Repair / Replacement	60	$80
Water Service	60	$80
Water Softener	60	$80
Drain-Vent Repair / Alterations	60	$80
Hose Bib	60	$80
Drinking Fountain	60	$80
Solar Water System: (solar panels, tanks, water treatment equ.) **(PER LAYOUT)**	-	Actual
Gray water Systems (per hour)	60	$80
Initial installation and testing for a reclaimed water system (per hour)	60	$80
Other Plumbing and Gas Inspections (per hour)	60	$80
Other Plumbing and Gas Fees [list these individually]		Actual
ELECTRICAL PERMIT FEES		
ISSUANCE ELECTRICAL FEE (Added to each permit)	30	$40
Stand Alone Electrical Plan Check & Inspection see CBO	See CBO	$0
Services - residential (swap-out old to new)		
Service (100 to 150 amps)	60	$80
Service (150 to 200 amps)	90.0	$120
Service (200 up amps)	120.0	$161
Temporary power Service/Pole (each)	60	$80
Other Electrical Inspections (per hour)	60	$80

7. ADMINISTRATIVE ADJUSTMENTS

The City Manager shall have the authority to adjust the aforementioned fees when special circumstances indicate that the fee being charged according to this Resolution is clearly inappropriate. In addition, the City Manager shall have the authority to determine the fee amount for a City service that is not addressed in this Resolution based upon the actual cost of providing the service and / or the actual cost for the City to issue a permit.

PARKS AND RECREATION FEE SCHEDULE

1. PARKS

A. PARK USE FEES

a. Picnic Area Rental

Group Picnic Area Rental

Number of Persons	Use Fee	Deposit Fee
0-50	$ 150.00	$ 200.00
51-100	$ 200.00	$ 200.00
101-300	$ 300.00	$ 200.00
301-500	$ 400.00	$ 200.00
500 +	$ 500.00 plus any additional costs to the City associated with the event	$ 200.00

b. Rodeo Grounds, Grand Stand Area & Deep Pit Barbecues

All functions using the Rodeo Grounds, Grand Stand area and Deep Pit Barbecues except those sponsored by the Fortuna Rodeo Association, shall be charged a rental fee and be required to provide a refundable security and cleanup deposit and will be responsible for any additional costs incurred by the City associated with their event, including but not limited to; park maintenance staff, Police Department staff, garbage and additional cleanup fees, janitorial supplies, damages to facilities and/or grounds.

Rodeo Ground Rental	$400.00 first day (includes 900 c/f water)
	$250.00 per each additional day
Deep Pit Barbecues	$ 50.00 small pit & 75.00 each large pits
Deep Pit Cleaning/Security Deposit	$200.00
Rodeo Ground Rental	$400.00 first day (includes 900 c/f water)
	$250.00 per each additional day
Deep Pit Barbecues	$ 50.00 small pit & 75.00 each large pits
Deep Pit Cleaning/Security Deposit	$200.00

c. Exemptions

The following community events are exempt from paying Park Use, Pavilion Use, and Rohner Recreation Hall Use Fees:, Art and Wine in the Park, Fortuna Fireworks Festival, Fortuna Rodeo, Fortuna Redwood AutoXPo, Apple Harvest Festival, Hops in Humboldt, Fortuna Volunteer Fire Department Picnic, Blood Bank, Boy Scouts, Girl Scouts, Fortuna Art Council, Fortuna Lions Club, Eel River Valley Little League, Humboldt Fast Pitch Girls Softball

Recreation Program, Eel River Valley Youth Soccer, Eel River Valley Youth Football, Fortuna Pistol Club, Redwood Genealogy Society, Reichling Parlor #97 NDGW, Relic Accumulators, TOPS, Chamber Picnic, Jr. Livestock BBQ and any City Recreation Division sponsored event. Exempt use is limited to regular weekly meetings no more than four times a month, and the above aforementioned annual events.

B. PAVILION USE FEES

User groups will be responsible for any additional costs incurred by the City associated with their event, including but not limited to; Park Maintenance staff, Police Department staff, garbage and additional cleanup fees, janitorial supplies, damages to facilities and/or grounds.

Resident Use*	$ 30.00 per hr Monday - Thursday only.
Nonresident Use*	$ 40.00 per hr Monday - Thursday only.
Entire Day Rental*	$300.00 per day Sunday - Thursday
8:00AM-Midnight	$500.00 Friday & Saturday
**All of the above require a $250.00 cleaning deposit.*	
Skating	$ 5.00 Ages 6 & over
	$ 3.00 Ages 5 & under
	$ 2.00 Non-skater minor
Private Skating Parties*	$ 80.00 Up to 30 people
	$ 2.00 per person (over 30 people)
Private Party during Public Skate	$ 30.00 table only (includes 2 admissions)
**(Fee no longer charged for Bar Area Use)*	
Open Recreation/Open Basketball	$ 2.00 per person

C. RECREATION HALL FEES

User groups will be responsible for any additional costs incurred by the City associated with their event, including but not limited to; Park Maintenance staff, Police Department staff, garbage and additional cleanup fees, janitorial supplies, damages to facilities and/or grounds.

Resident:	$ 20.00 per hour + $50.00 cleaning deposit.
Nonresident:	$ 25.00 per hour + $50.00 cleaning deposit.

2. RECREATION

A. RECREATION CLASS CONTRACTOR FEES

a. All activity class contractors

25% of gross revenues (excluding materials fee)

B. RECREATION PROGRAM FEES

a. Basketball

Team League fees equal the cost to the City divided by the number of teams entered into each of the leagues plus individual player fees, as follows:

Adult Men and Women	$ 5.00 per individual
Youth	$ 35.00 per individual
	$ 30.00 per sibling
Basketball Camp	$ 60.00 per individual
	$ 55.00 per sibling
Summer Basketball League	$ 35.00 per individual
	$ 30.00 per sibling

b. Softball/Hardball/Soccer

Team League fees equal the cost to the City divided by the number of teams entered into each of the leagues plus individual player fees, as follows:

Adult Men and Women	$ 5.00 per individual
Adult Field Reservation Fee	$ 10.00 per hour
Adult Hardball Game Use Fee	$ 20.00 per game, based on 1 ½ hours
Softball/Hardball Tournaments	$100.00 per field/day
Adult Soccer	$ 20.00 per game, based on 1 ½ hours

c. Private Sport Camps, Tournaments, Programs, Events

With City partnership	No fee
No City partnership	Field/Facility rates apply

d. Other Programs

Summer Fun		
Daily drop-in rate	$ 25.00 per day	
	$ 23.00 per sibling (10% discount)	
½ Day rate	$ 18.00 per child	
Weekly rate	$ 100.00 per child	
	$ 90.00 per sibling	
	$ 80.00 ½ day weekly	
	$ 72.00 ½ day sibling weekly	
Paid in advance	**First child**	**Sibling**
2 weeks Full Day	$ 200.00	$ 180.00
½ Day	$ 160.00	$ 144.00
3 weeks Full Day	$ 300.00	$ 270.00
½ Day	$ 240.00	$ 216.00
4 weeks Full Day	$ 400.00	$ 360.00
½ Day	$ 320.00	$ 288.00
5 weeks Full Day	$ 480.00	$ 432.00
½ Day	$ 385.00	$ 347.00
6 weeks Full Day	$ 550.00	$ 495.00
½ Day	$ 445.00	$ 401.00
7 weeks Full Day	$ 610.00	$ 549.00
½ Day	$ 495.00	$ 446.00
8 weeks Full Day	$ 660.00	$ 594.00
½ Day	$ 545.00	$ 491.00
9 weeks Full day	$ 710.00	$ 639.00
½ Day	$ 585.00	$ 527.00

10 weeks Full Day	$ 750.00	$ 675.00
½ Day	$ 625.00	$ 563.00
Kiddie Kamp		
Daily drop-in rate	$ 30.00 per day	
	$ 27.00 per sibling (10% discount)	
½ Day rate	$ 20.00 per child	
Weekly rate	$ 120.00 per child	
	$ 108.00 per sibling	
	$ 85.00 ½ day weekly	
	$ 77.00 ½ day sibling weekly	
Paid in advance	**First child**	**Sibling**
2 weeks Full Day	$ 240.00	$ 216.00
½ Day	$ 170.00	$ 153.00
3 weeks Full Day	$ 360.00	$ 324.00
½ Day	$ 255.00	$ 230.00
4 weeks Full Day	$ 480.00	$ 432.00
½ Day	$ 340.00	$ 306.00
5 weeks Full Day	$ 540.00	$ 486.00
½ Day	$ 405.00	$ 365.00
6 weeks Full Day	$ 595.00	$ 495.00
½ Day	$ 536.00	$ 419.00
7 weeks Full Day	$ 645.00	$ 581.00
½ Day	$ 515.00	$ 464.00
8 weeks Full Day	$ 695.00	$ 626.00
½ Day	$ 565.00	$ 509.00
9 weeks Full day	$ 735.00	$ 662.00

½ Day	$ 605.00	$ 545.00
10 weeks Full Day	$ 775.00	$ 698.00
½ Day	$ 645.00	$ 581.00
Family rate eligibility based on concurrent enrollment		
Recreation Program / Inservice Days	$ 30.00 per day for first child	
	$ 23.00 per day for each additional child	
	$ 18.00 per child half day	
Swim Program	* BASED ON COSTS	
After School Recreation	* BASED ON COSTS	
**Fees based on Grant Funding & actual costs realized by the City.*		

Fees for new recreational programs are based on actual costs incurred by the City divided by the number of participants.

3. ADMINISTRATIVE ADJUSTMENTS

The City Manager shall have the authority to adjust the aforementioned fees when special circumstances indicate that the fee being charged according to this Resolution is clearly inappropriate. In addition, the City Manager shall have the authority to determine the fee amount for a City service that is not addressed in this Resolution based upon the actual cost of providing the service and / or the actual cost for the City to issue a permit.

POLICE FEE SCHEDULE

1. ANIMAL CONTROL

A. LICENSE

The owner of every dog within the incorporated area of the city shall pay a license fee as follows:

Spayed or Neutered	$ 12.00-one year
	$ 22.00-two years
	$ 32.00-three years
	$ 5.00 per year reduced rate for Senior Citizens 65 or over
Unneutered	$ 35.00-one year
	$ 56.00-two years
	$ 86.00-three years
Penalties	$ 10.00 after 30 days delinquent

B. VIOLATIONS

First violation in a 12-month period	$ 50.00 fee
	$ 35.00 additional fee if nonspayed or unneutered
	$ 20.00 per day maintenance fee beginning day 2
Second violation in a 12-month period	$100.00 fee
	$ 35.00 additional fee if nonspayed or unneutered
	$ 20.00 per day maintenance fee beginning day 2
Third and subsequent violations	$150.00 fee
	$ 35.00 additional fee if nonspayed or unneutered
	$ 20.00 per day maintenance fee beginning day 2.
Impound, license and maintenance fees shall be collected prior to the release of the impounded animal.	

C. SHELTER DROP-OFF FEES

Drop-off fee	$ 25.00 per dog or cat plus rabies vaccination, spaying or neutering fees
	$ 50.00 per litter of dogs and cats

2. POLICE FEES

A. MISCELLANEOUS

Ticket sign off (other than Fortuna citation)	$ 10.00
Photo Copy of reports	$ 10.00 per request
VIN Verification	$ 13.00
Fingerprinting Fee	$ 25.00 per card
Bicycle License Fee	$ 2.00
Police Response Fees	$ 25.00 3rd false alarm during calendar year
	$ 50.00 4th & subsequent false alarm
	3. Actual expense for second or subsequent response to disorderly party.
D.U.I. Administration charge	Actual Costs not to exceed $1000.00
Keeper of Nuisance Dog	$154.00 or Actual Cost

Parking Penalty Assessments

Violation	Penalty	City	County	Late Penalty
Time Zones	$28	-$15.50	$12.50	$59
Colored Curbs	$33	$20.50	$12.50	$66
Posted No Parking	$33	$20.50	$12.50	$66
Abandoned Vehicle	$43	$30.50	$12.50	$86

22500 (a/b/e/f) CVC	$33	$20.50	$12.50	$66
22502 (a) CVC	$33	$20.50	$12.50	$66
22500 (d/g/h/k) CVC	$43	$30.50	$12.50	$86
22500.1 CVC	$43	$30.50	$12.50	$86
22514 CVC	$43	$30.50	$12.50	$86
22515 CVC	$43	$30.50	$12.50	$86
22517 CVC	$43	$30.50	$12.50	$86
22521 CVC	$43	$30.50	$12.50	$86
22507.8a CVC	$333	$320.50	$12.50	$666
22522 CVC	$333	$320.50	$12.50	$666
M/C Violations	$38	$30.50	$12.50	$86
				*** $3 to DMV**

Government Code 76100 & 76101 Penalty:	Includes $2.50 assessment to Humboldt County Criminal Justice Facility Temporary Construction Fund A (1410) and $2.50 assessment to Humboldt County Courthouse Temporary Construction Fund B (1420).
Delinquent penalty:	Original penalty plus a late fee equal to the original penalty plus $3.00 administrative charge for the DMV hold.

Distribution funds for 22507.8a and 22522	$250.00 penalty set by section 42001.5 CVC plus, the assessments identified in i and ii above, plus a $25.00 assessment (1465.6 PC) deposited into general fund of the governing body wherein the violation occurred, plus a $50.00 assessment (1465.6 PC) deposited into County Trust Fund3856, Linkages Assessment Fund 3856.
Photographs	$ 18.00 per roll
Records Research	$ 79.00 per hour
Solicitors Permits	$169.00 per year $169.00 yearly renewal
Naturalization Letter (No Criminal Conduct)	$ 24.00 per letter
Repossession Fee	$ 15.00
Civil Court Appearance	Actual Costs with $168.00 deposit
Concealed Weapons Permit	Actual Costs determined by DOJ fingerprinting fee
Audio & Video Tape	$ 20.00
Vehicle Removal Impound and Release Fee	$ 125.00 per vehicle To be paid by Money Order or Cash Only

3. ADMINISTRATIVE ADJUSTMENTS

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RIVER LODGE & MONDAY CLUB FEE SCHEDULE

1. MONDAY CLUB

A. Rental Fees

For profit groups using the facility Monday through Thursday will receive a 20% discount to encourage use of the facility during non-peak times.

For Profit Groups	$300.00 per 10-hour* time slot
	$200.00 deposit for profit groups
Non Profit Groups	$250.00 per 10-hour* time slot
	$150.00 deposit for nonprofit groups
**The facility manager is authorized to charge the $25 hourly rental rate for smaller groups and/or shorter duration events (six hours or less). If hourly rates are charged, the fee for set up will be $30.*	

2. RIVER LODGE

A. Daily Rental Rates:

River Lodge may be rented on an as-available basis. Application approval is required. For profit groups using the facility Monday through Thursday will receive a 20% discount to encourage use of the facility during non-peak time The daily rental rates for a 12-hour* period, are as follows:

Facility and Room	Daily Rental Fee*	Square Feet	Reception	Capacity Classroom	Banquet
River Lodge					
Fireside Room	$ 155.00	510	40	24	32
Coho Room	$ 260.00	1,000	100	40	64
Steelhead Room	$ 370.00	2,000	220	80	136
Chinook Room	$ 640.00	3,000	340	144	168
Facility	$ 850.00	6,000	660	264	368

Kitchen					
Minimum Charge	$ 145.00				
Per Person Charge	$ 2.20				
Maximum Charge	$ 500.00				
*The facility supervisor Manager is authorized to negotiate lower fees than the daily rental rate for periods of six hours or less.					
Wedding Package	$ 2500.00 Sun–Thur. $ 2750.00 Fri / Sat	River Lodge Wedding Package is a set fee of $2500.00 (Sun – Thur.) or $2750.00 (Fri/Sat). A deposit of $500 is used to secure a date and is due at the time the Rental Agreement is submitted. The day prior may be rented for the nonprofit price of the entire facility. If the day prior is not rented to another party, the wedding party may come in to decorate during regular business hours as long as they have proper insurance for that day			
Reception Only Discount	-$250.00	(Discount for RECEPTION ONLY).			

B. Staff Expense

Staff may be made available to provide assistance during events, if pre-arranged, for tasks such as waiting on tables, serving food, and doing dishes.

Events exceeding the 12-hour period	$ 30.00 per hour for each staff member.
Extra staff services	$ 30.00 per hour for each staff member.
Move dishes from River Lodge to Monday Club.	$ 30.00 per hour

C. Nonprofit Discount

Nonprofit organizations, as defined below, shall receive a twenty percent (20%) discount on the daily rental fee every day including Friday, Saturday and Sunday.

D. Definition: Nonprofit Organizations

Nonprofit organizations are (1) organizations which have an IRS Code 501 (c) 3,4,5,6,7,10,19 determination letter and (2) local and non local governmental agencies.

IRS Code:

501(c)3 Organized and operated exclusively for charitable, religious, educational, scientific, literary, public safety, or cruelty prevention.

501(c)4 Organized and operated exclusively for promotions of social welfare organizations.

501(c)5 Organized and operated as labor, agricultural or horticultural organizations.

501(c)6 Organized and operated as a business league, chamber of commerce, board of trade, or real estate board.

501(c)7 Organized and operated as social and recreational clubs.
501(c)10 Organized as domestic fraternal societies and operated under the lodge system.
501(c)19 Veteran organization, post, auxiliary, society, trust or foundation.

E. Yearly Fees

Local nonprofit organizations can negotiate a yearly fee for a number of events. Such yearly fees shall be approved by the City Council.

F. Fees for Six Hours or Less

The facility manager is authorized to negotiate lower fees than the daily rental rate for periods of six hours or less.

G. Linens

Tablecloth, 8 Foot Rectangle	$ 7.00
Tablecloth, 5 Foot Round	$ 7.00
Table Skirt, 14 Feet Long	$14.00
Napkins, 12 Inch Square	$ .50

H. Other Services

River Lodge may charge fees for other services provided such as catering, beverage service, copies, supplies, or other related services as requested by users of the facility.

I. Deposits

The reservation deposit is used to secure a date and is due at the time the Rental Agreement is signed and submitted. A of per day reserved, ($500 for wedding package) is required.

Security deposit	$200.00 per day reserved
Wedding package	$500.00

J. Cancellation Fee

If event is canceled by LESSEE there will be a cancellation fee. This fee will be retained from the reservation deposit. The balance of the reservation deposit will be refunded if the CITY is able to re-rent the facility for the same date(s).

Daily Rental	$100.00
Wedding package	$250.00

3. ADMINISTRATIVE ADJUSTMENTS

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for a City service that is not addressed in this Resolution based upon the actual cost of providing the service and / or the actual cost for the City to issue a permit.

TRANSIT FEE SCHEDULE

1. SENIOR BUS FARES

15 ride prepaid punch card.	$ 20.00
Without prepaid punch card	$ 2.00 per ride

2. ADMINISTRATIVE ADJUSTMENTS

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PUBLIC WORKS FEE SCHEDULE

1. WATER AND WASTEWATER LABORATORY FEES

Lab Test	
BOD	$ 35.00
TSS/ MLSS	$ 15.00
Coliform PA	$ 20.00
Coliform 3 x 5	$ 25.00
Cancellation Fee	$ 10.00
Percent & Volatile Solids	$ 15.00
Electrical Conductivity	$15.00
Turbidity	$15.00
Total Dissolved Solids	$25.00
Fecal Coliform	$55.00

2. ADMINISTRATIVE ADJUSTMENTS

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City of Fortuna
2014/15
Adopted Budget

The City of Fortuna's mission is to be worthy of the public's trust by providing timely, efficient, well-planned and dependable services to the community.