

City of Fortuna

Fortuna Redevelopment Agency

Fortuna Public Improvement Corporation



2000 - 2001 Fiscal Year Budget

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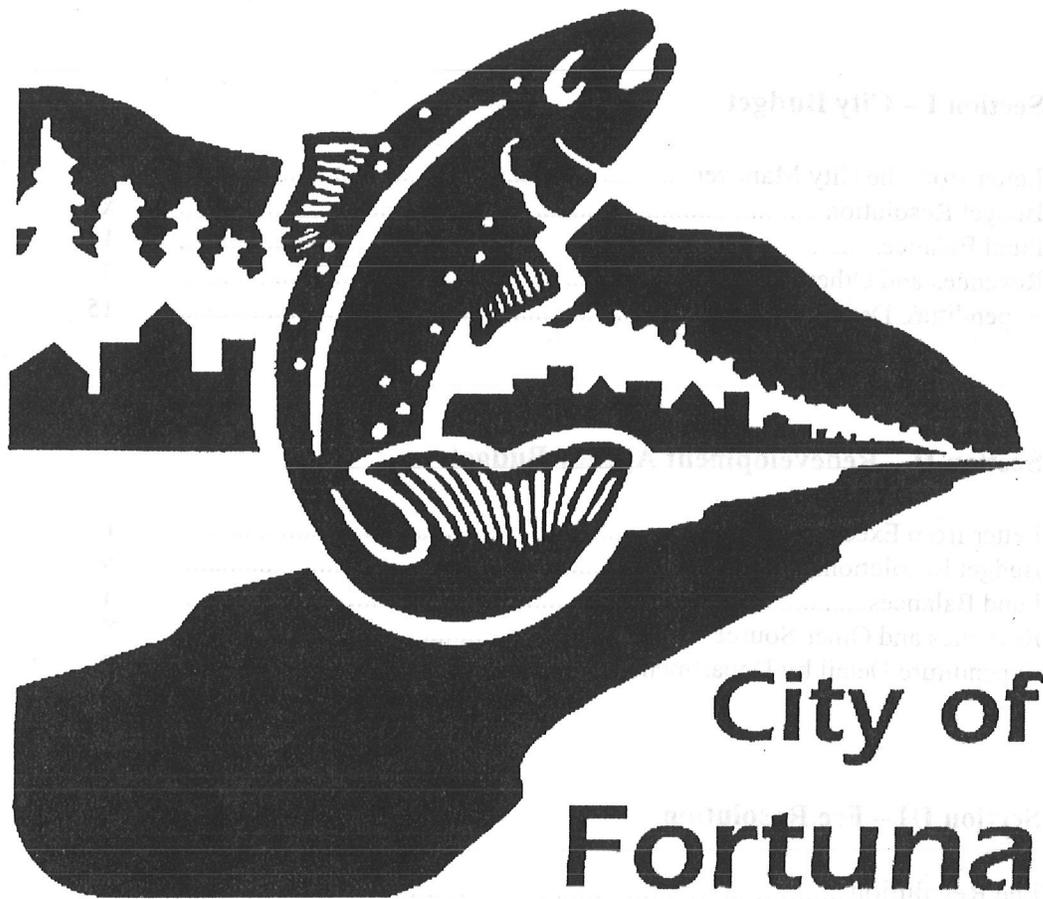
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City of Fortuna

The “flying fish” was voted into use by the City Council in 1996. It is a three-color rendition of the Fortuna Skyscape. The design was created by students at Humboldt State University.

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This logo was used by the City of Fortuna for many years. We are still trying to find out when it was first used. Call us if you know!

Memorandum

DATE: June 5, 2000
TO: Honorable Mayor and City Councilmembers
FROM: Dale W. Neiman, City Manager 
SUBJECT: 2000-01 Fiscal Year Budget Message

Introduction and Background:

The 2000-01 Fiscal Year Budget for the City of Fortuna, Fortuna Public Improvement Corporation, and the Fortuna Redevelopment Agency are attached for your consideration. The proposed Budget continues the practice of making sound financial decisions in the City and providing an excellent level of municipal services without imposing a utility user tax as other communities in California have done over the last several years. In fact, we are the only large city in Humboldt County that has not imposed a utility user tax.

The proposed Budget continues the positive trends of the last several years and is consistent with the City's Mission Statement as shown below:

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.

The proposed Budget has a projected General Fund operating surplus of \$ 255,380. The recurring revenues are estimated to be \$ 2,567,100 with operational expenditures of \$ 2,311,720. This corresponds to the revenues being 11.1% higher than the expenditures. The surplus is being generated by the \$150,100 in interest earnings on the cash reserves and a \$95,000 savings due to a past overpayments to the PERS retirement program. Another significant savings is due to a 45% reduction in our liability and workers' comp insurance cost between 1995 and 2000.

The balance of this memo discusses the organization of the City, the General Fund, the important factors in the Budget, capital outlay for equipment, capital projects, and fees for services.

Organization

The organizational structure is shown in Figure 1. The proposed Budget includes 57 full-time employees. The permanent part-time and seasonal employees ranges from 15 to 30 depending upon the time of the year. The personnel allocations for the full-time employees are shown in Table 1.

Performance

This section provides information about the performance characteristics of the City. The information is important for three reasons. First, the information can be used to determine if the City's tax dollars are being used in an effective manner. Second, the information is helpful in making resource allocation decisions. Third, it is useful to know how Fortuna compares to other cities.

Fortuna has a much smaller revenue base than the other two larger cities in the County. For example, the property tax, bed tax, and sales tax represent 54% of the recurring revenues for the City. As shown by Figure 2, Eureka is capturing significantly more of these three revenue sources than Fortuna and Arcata. However, since 1990 Fortuna's share has increased significantly as shown by Figure 3.

Figure 1
Organizational Structure

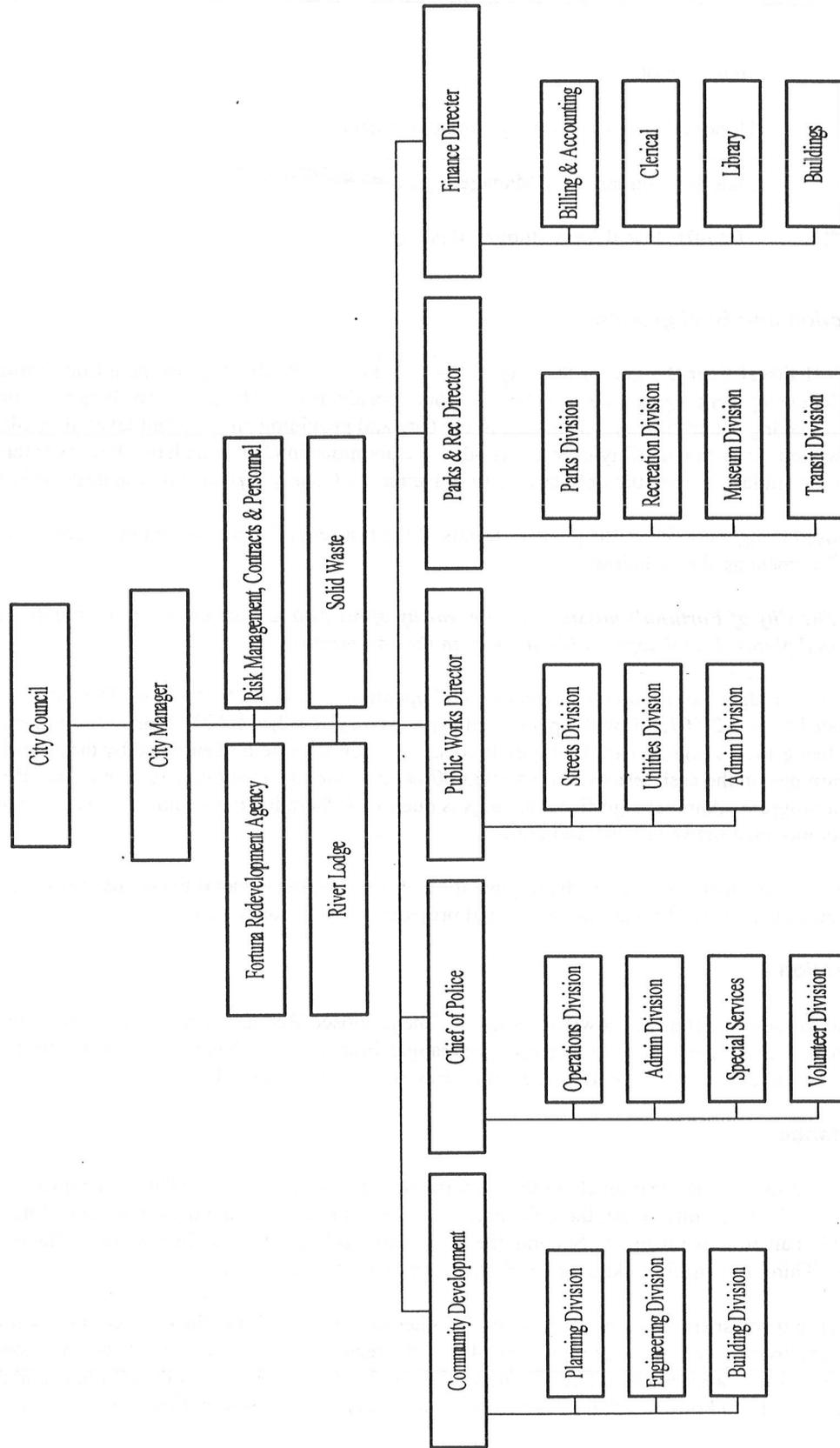


Table 1 - Personnel Allocations by Fund/Division

Description	Employees	General	Water	Sewer	Development	Building	Drainage	Gas Tax	Gas A & E	Solid Waste	Transit	RDA
CITY MANAGER												
City Manager	1.0	30%	6%	6%	5%	3%			5%			45.0%
Administrative Assistant	1.0	25%	25%	25%								25.0%
River Lodge Manager	1.0	100%										
FINANCE DEPARTMENT												
Finance Director	1.0	51%	20%	20%	3%				1%			5.0%
Clerk Typist	1.0	50%	10%	10%	25%	5%						
Office Supervisor	1.0	34%	33%	33%								
Account Clerk II	1.0	30%	35%	35%								
Account Clerk I	1.0	15%	35%	35%	5%	10%						
COMMUNITY DEVELOPMENT DEPARTMENT												
City Planner	1.0	25%	5%	5%	50%	5%				10%		
Assistant City Engineer	1.0	20%	20%	20%	40%							
Building Official	1.0				20%	80%						
Building Inspector	1.0				20%	80%						
PUBLIC WORKS DEPARTMENT												
Public Works Director	1.0	20%	37%	38%					5%			
Administrative Clerk	0.6	10%	25%	25%								
Street Superintendent	1.0	75%					10%	10%				
Equipment Operator	1.0	75%	10%	10%				5%				
Street Maintenance I	2.0	50%					10%	40%				
Street Maintenance II	1.0	50%					10%	40%				
Mechanic	1.0	65%	20%	5.5%		1%	1%	4.5%			3%	
Carpenter	1.0	55%	10%	10%			15%	10%				
Utility Superintendent	1.0		45%	55%								
Utility Worker	4.0		80%	20%								
Wastewater Operator In Training	1.0		20%	80%								
Utility Operator	2.0		20%	80%								
Wastewater Operator III	1.0		20%	80%								
Lab Technician	1.0		25%	75%								
PARKS & RECREATION												
Parks & Recreation Director	1.0	100%										
Administrative Clerk	0.4	40%										
Park Maintenance Lead Worker	1.0	100%										
Park Maintenance I	2.0	100%										
POLICE DEPARTMENT												
Total	57.0	34.70	7.61	8.08	1.68	1.84	0.56	1.50	0.16	0.10	0.03	0.75

Figure 2
 Per Capital Revenue Comparison Between 1990 and 1997 for Bed, Sales, and Property Tax

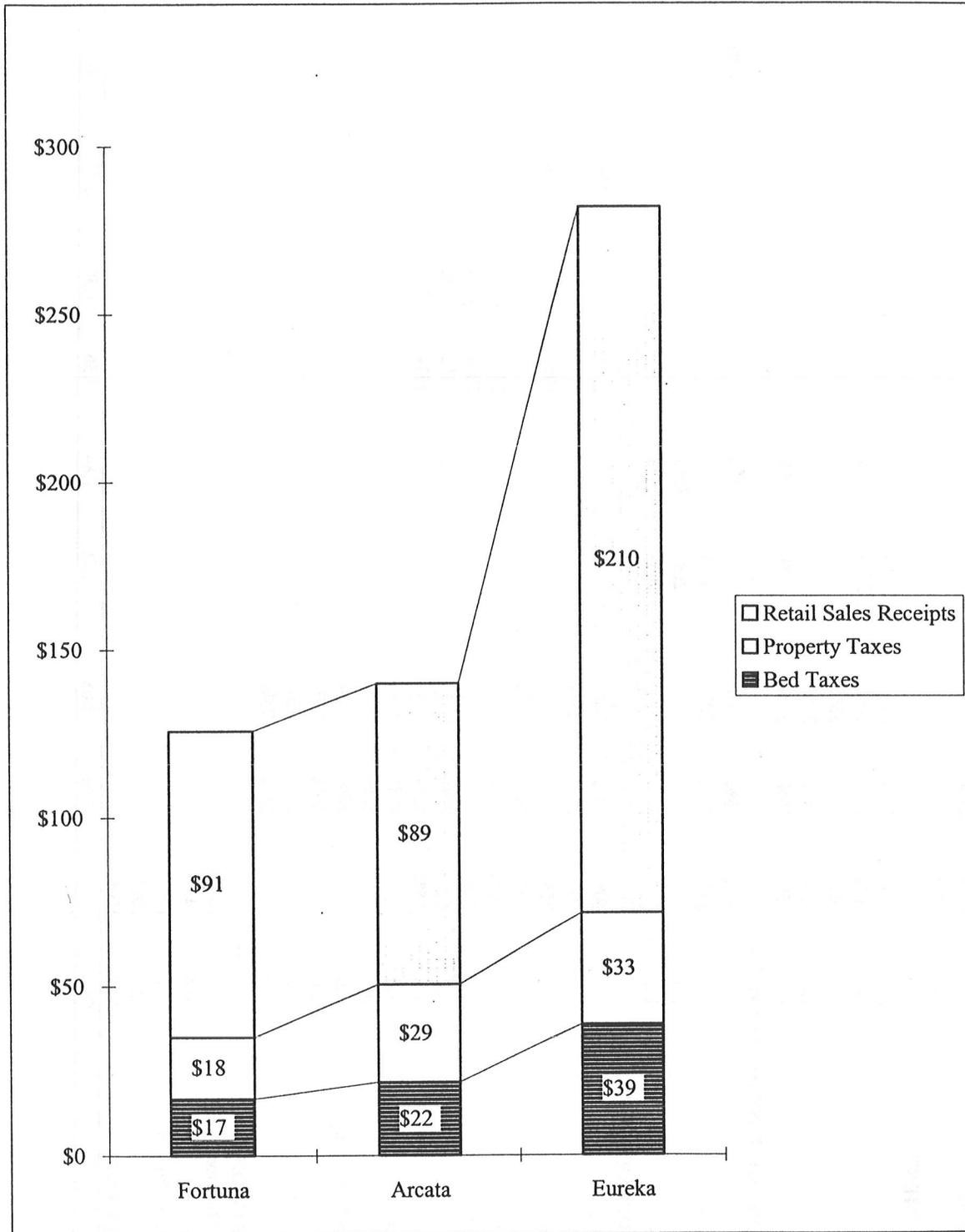
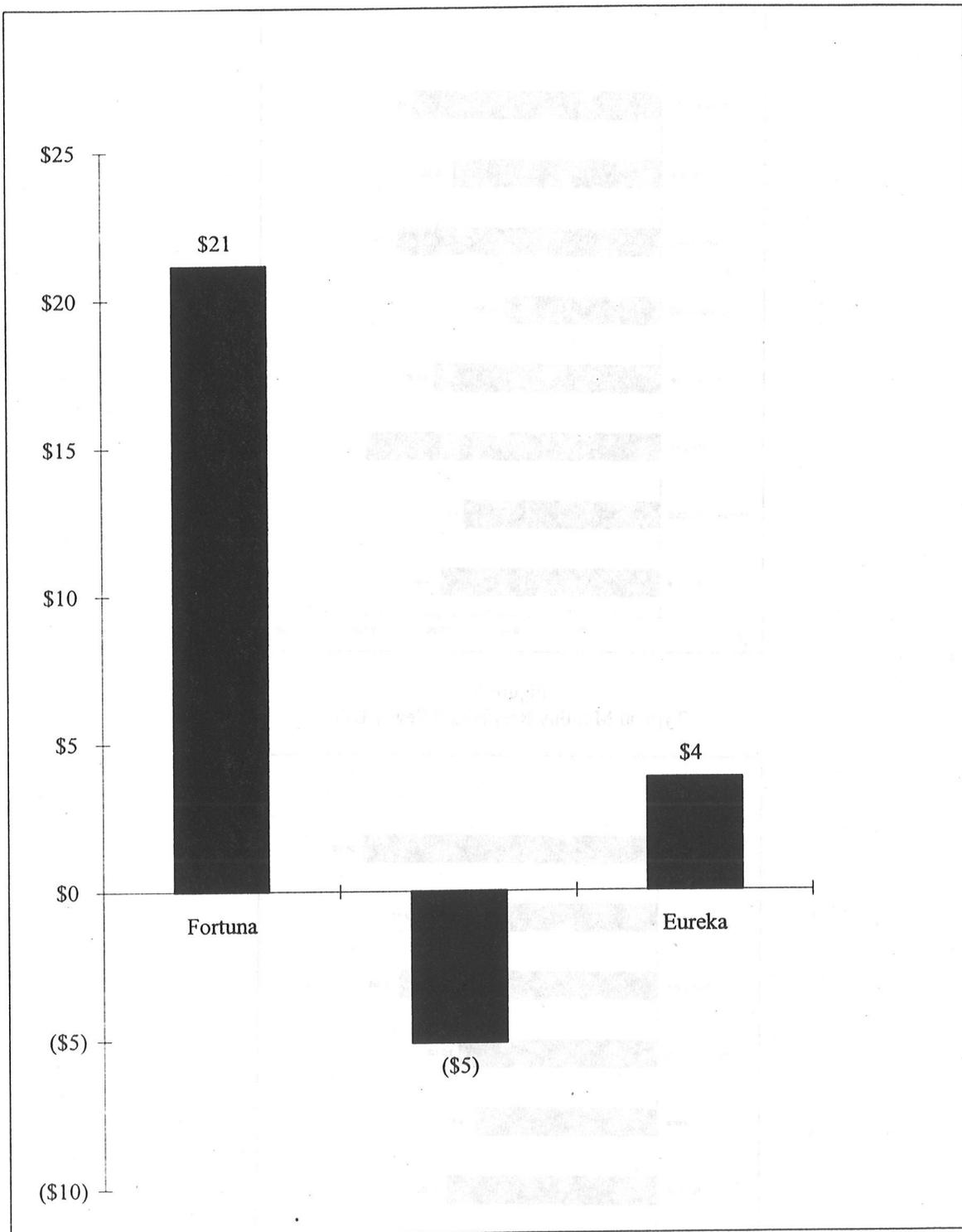


Figure 3
Per Capita Revenue Change Between 1990 and 1997 for Bed, Property, and Sales Tax Receipts



In addition, the City has managed its water and sewer system in a very cost effective manner. This is shown by Figures 4 through 7. These figures show the services and capital connection charges for the City's water and sewer system in comparison to other communities in the County. The trash collection rates for a 30 gallon can are shown in Figure 8.

Figure 4
Typical Monthly Residential Water Bill

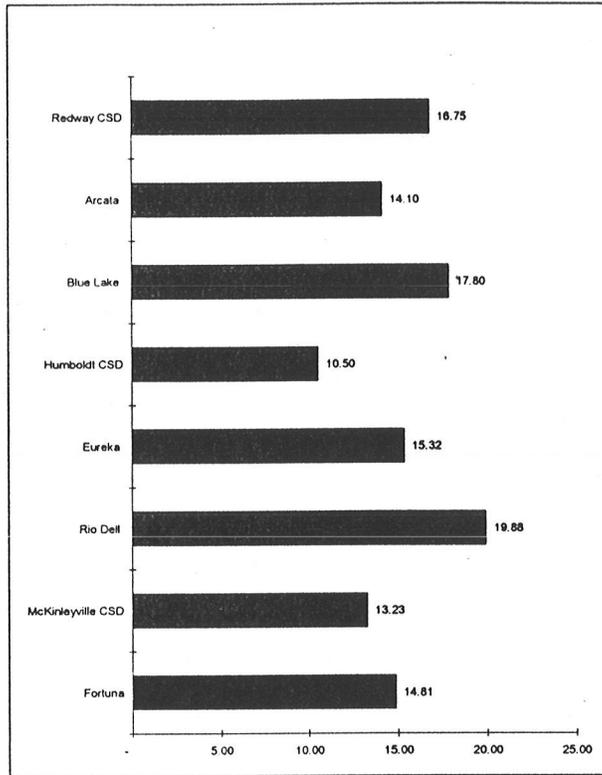
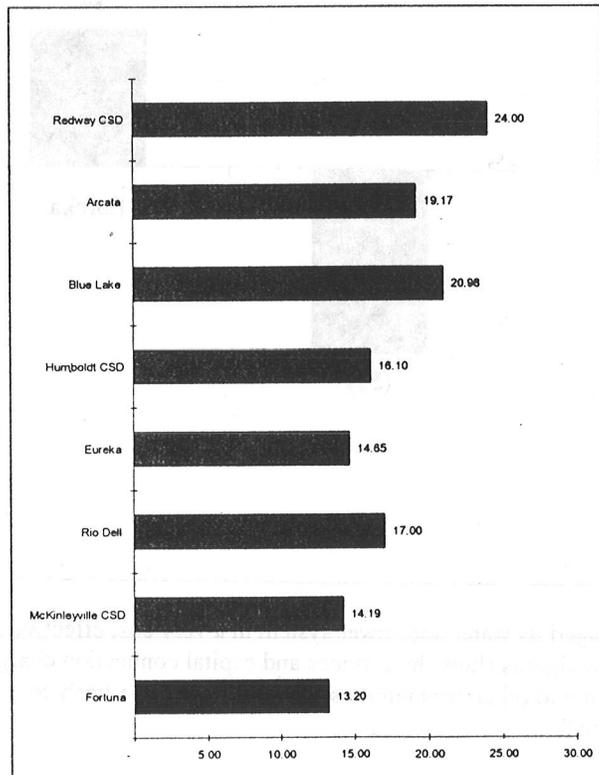


Figure 5
Typical Monthly Residential Sewer Bill



SOLID WASTE

Solid Waste Fund

DEPARTMENT PURPOSE

The Solid Waste Department is responsible for developing and implementing the many programs contained in the Fortuna Source Reduction and Recycling Element. These programs include public education, technology transfer, recycling, and waste reduction activities. This department is also responsible for supervision of solid waste franchise agreements.

DEPARTMENT GOALS AND OBJECTIVES

Implement the City's solid waste management program, integrating source reduction, recycling, composting and special waste programs, utilizing the Source Reduction Recycling Element.

- * Develop and implement a short term public information and education program.
- * Develop City procurement procedures that encourage source reduction and recycling.
- * Monitor performance of the Franchise Agreement for collection services.
- * Monitor performance of Curbside Recycling Grant Program.
- * Conduct inspections of Eel River Disposal's transfer station as called for in the use permit.

SIGNIFICANT CHANGES

The City hopes to favorably conclude waste management litigation during 2000-01. We also anticipate having a transportation system and landfill in place this year.

PERSONNEL SUMMARY

Classification	Staffing Levels				
	1996-97	1997-98	1998-99	1999-00	2000-01
Solid Waste Coordinator	1.00	1.00	-	-	-
City Planner	-	-	-	0.10	0.10
Total Authorized	1.00	1.00	-	-	-

HISTORY OF EXPENDITURES BY CATEGORY

Description	Actual 1996-97	Actual 1998-99	Actual 1999-00	Budget 1999-00	Estimate 1999-00	Request 2000-01
Recycling Division						
Solid Waste Fund (210) Dept. (5300)						
Salaries	5100	\$29,812	\$34,302	\$3,584	\$3,330	\$3,450
Benefits	5200	8,138	8,526	623	760	870
Office Supplies	5400	1,789	725	2	200	200
Department Supplies	5500	2,075	1,056	186	0	200
Professional Services	6025	0	0	0	15,800	10,000
Telephone	6200	631	721	45	0	200
Advertising	6300	811	999	327	1,500	1,500
Travel & Conference	7000	1,514	1,264	115	500	500
Dues & Subscriptions	7015	142	81	0	155	0
Special Projects	8237	5,620	1,042	5,230	0	0
Capital Outlay		3,665	0	0	0	0
Total		\$54,197	\$48,716	\$10,112	\$6,290	\$20,855
				\$6,290	\$20,855	\$16,920

Franchise Agreement Division

Solid Waste Fund (210) Dept. (5310)

Salaries	5100
Part-time	5165
Overtime	5170
Vacation Buyback	5180
Benefits	5200
Office Supplies	5400
Department Supplies	5500
Travel & Conference	7000

Total

Transfer Station Regulatory Division

Solid Waste Fund (210) Dept. (5320)

Salaries	5100
Part-time	5165
Overtime	5170
Vacation Buyback	5180
Benefits	5200
Office Supplies	5400
Department Supplies	5500
Travel & Conference	7000

Total

Total Department

\$54,197 \$48,716 \$10,112 \$6,290 \$20,855 \$16,920

Figure 6
Water Capital Connection Fee

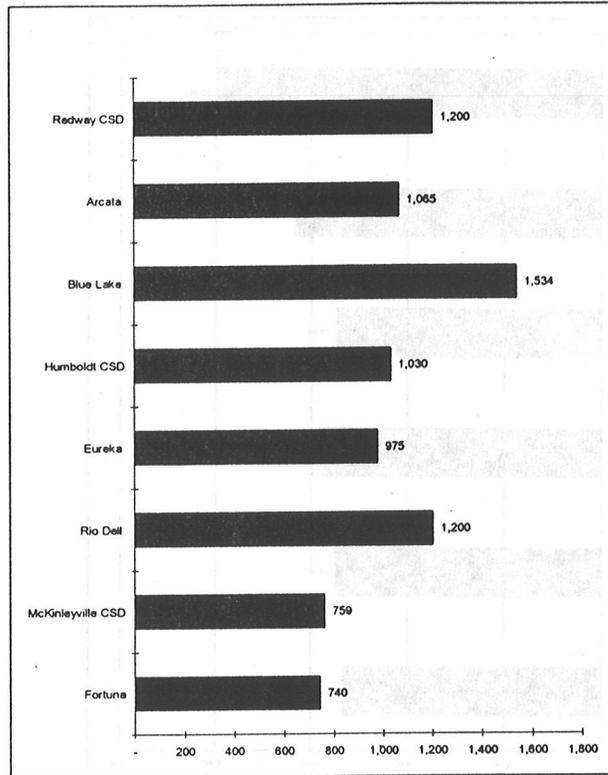


Figure 7
Sewer Capital Connection Fee

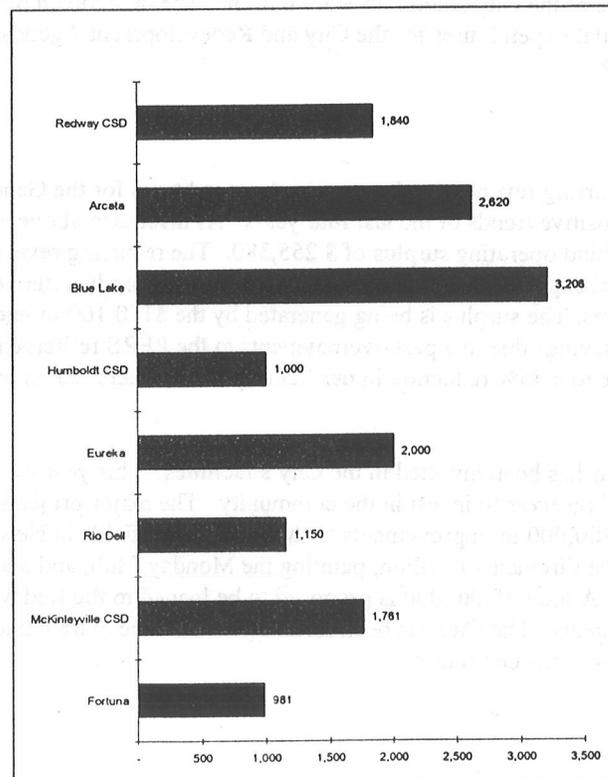
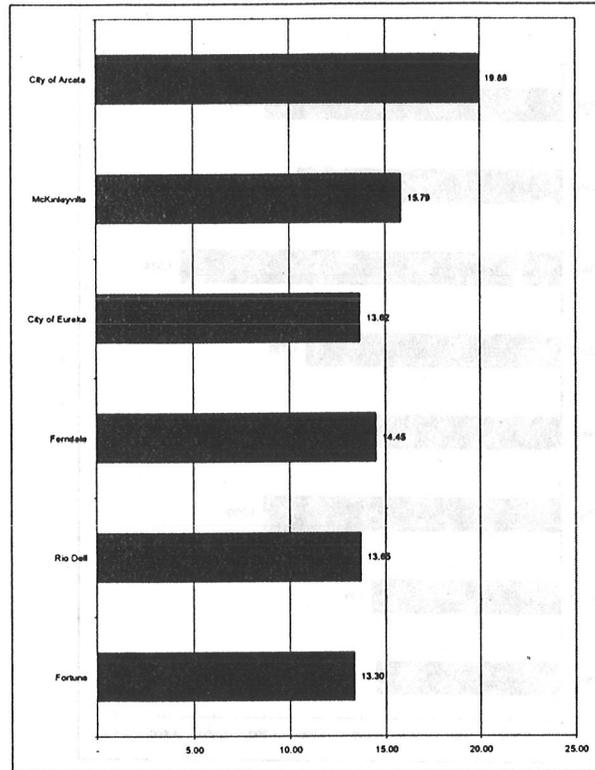


Figure 8
Trash Collection Service



Total Expenditures

The total operational expenditures of the City amount to \$ 5.0 million. The breakdown by function is shown in Figure 8. The total capital expenditures for the City and Redevelopment Agency amount to \$ 3.1 million and are shown in Figure 9.

General Fund

Figure 10 shows the trends in recurring revenues and operational expenditures for the General Fund. The proposed Budget continues the positive trends of the last four years. As discussed above, the proposed Budget has a projected General Fund operating surplus of \$ 255,380. The recurring revenues are estimated to be \$ 2,567,100 with operational expenditures of \$ 2,311,724. This corresponds to the revenues being 11.1% higher than the expenditures. The surplus is being generated by the \$150,100 in interest earnings on the cash reserves and a \$95,000 savings due to a past overpayments to the PERS retirement program. Another significant savings is due to a 45% reduction in our liability and workers' comp insurance cost between 1995 and 2000.

Over the last five years the surplus has been invested in the City's facilities. This year we are proposing to use \$ 241,770 of the general fund reserves to invest in the community. The major projects that are proposed to be funded include \$100,000 in improvements to the recreational fields in Newburg Park, \$15,000 to replace the lights in the Fireman's Pavilion, painting the Monday Club, and adding a range and dishwasher in the Monday Club. A total of \$80,000 is proposed to be loaned to the Redevelopment Agency to complete other community projects. The City has been fortunate to have the extra money over the last four years to upgrade the facilities in the community.

Figure 8 - Total Operational Expenditures

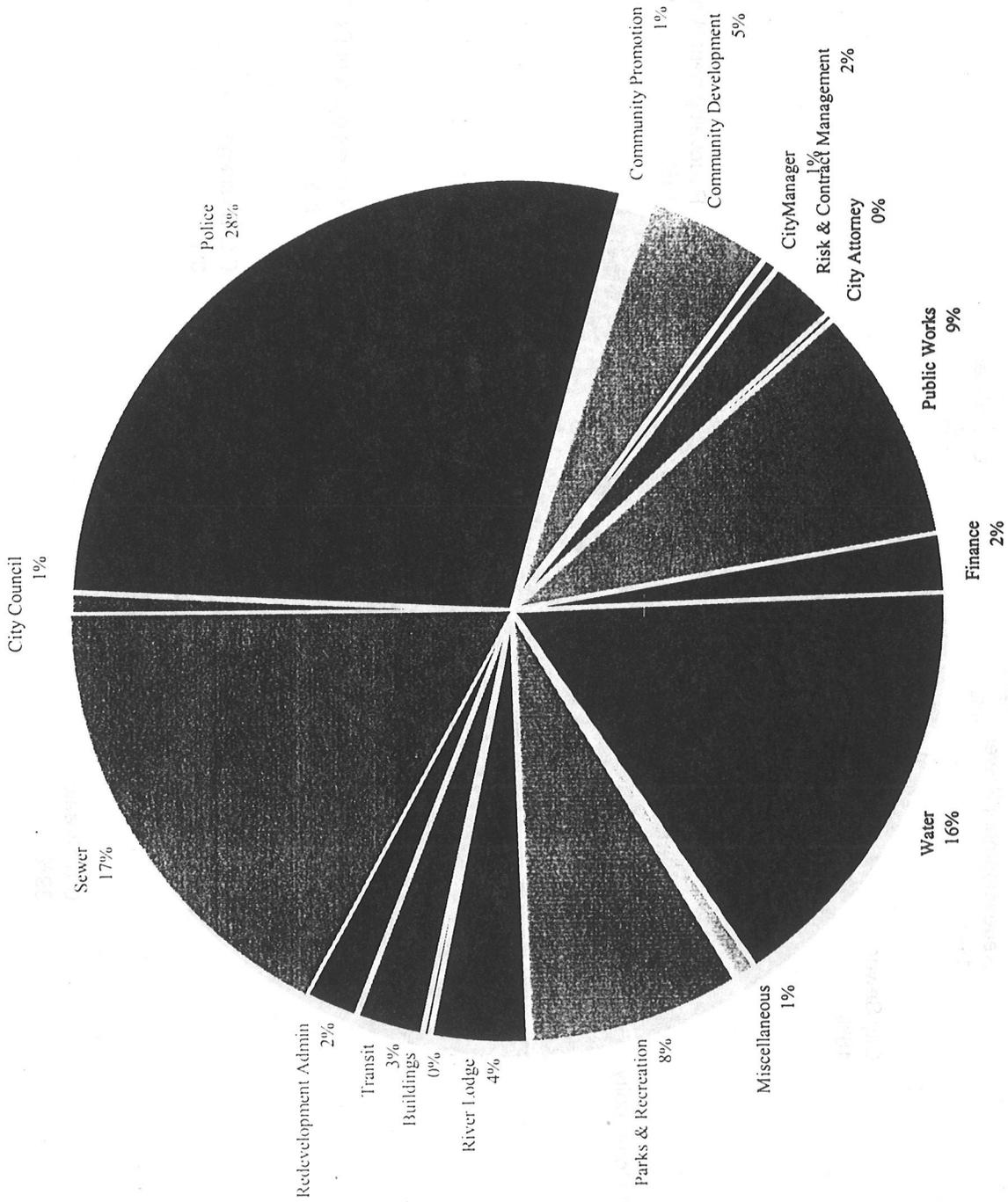


Figure 9 - Capital Improvement Projects

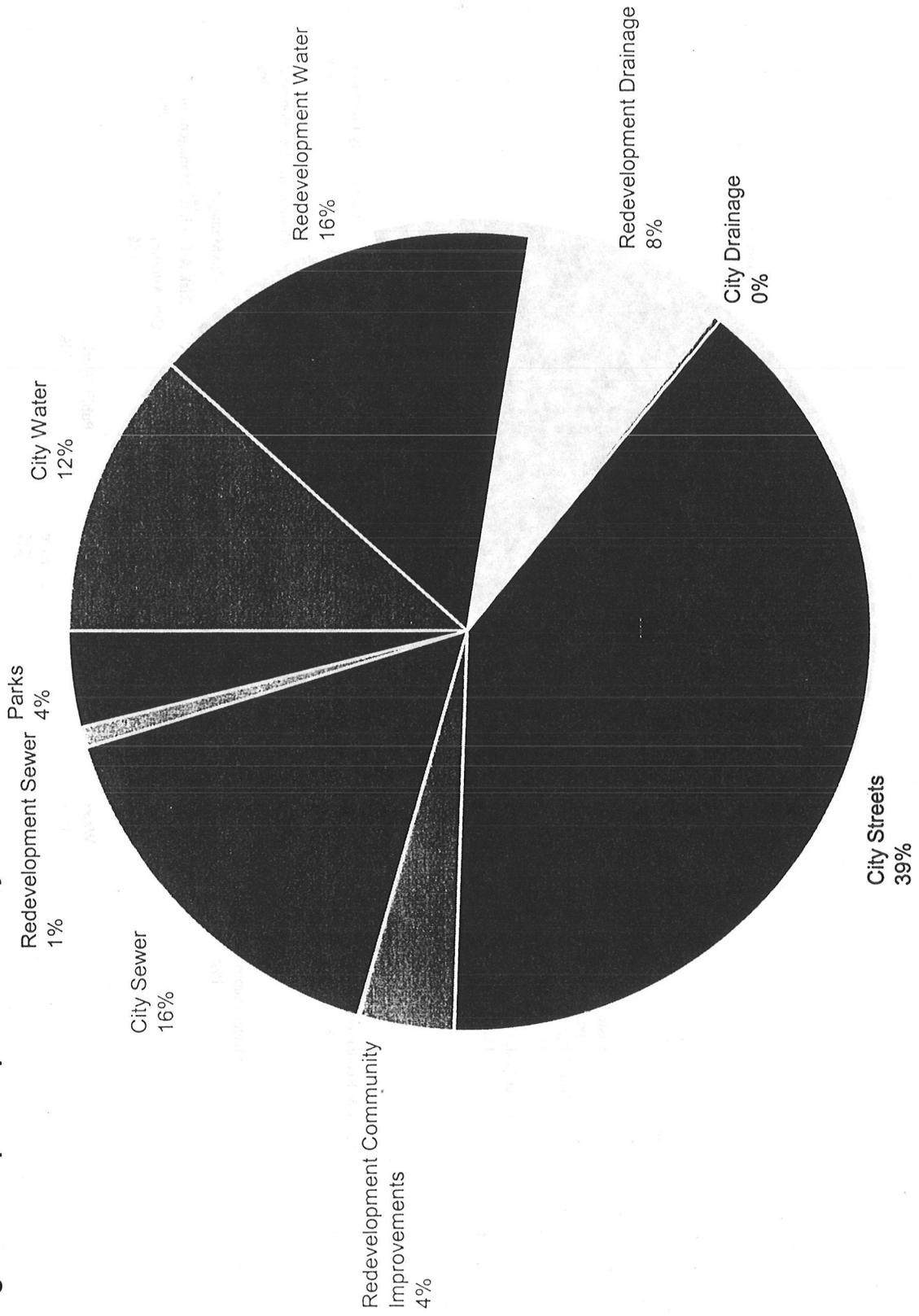
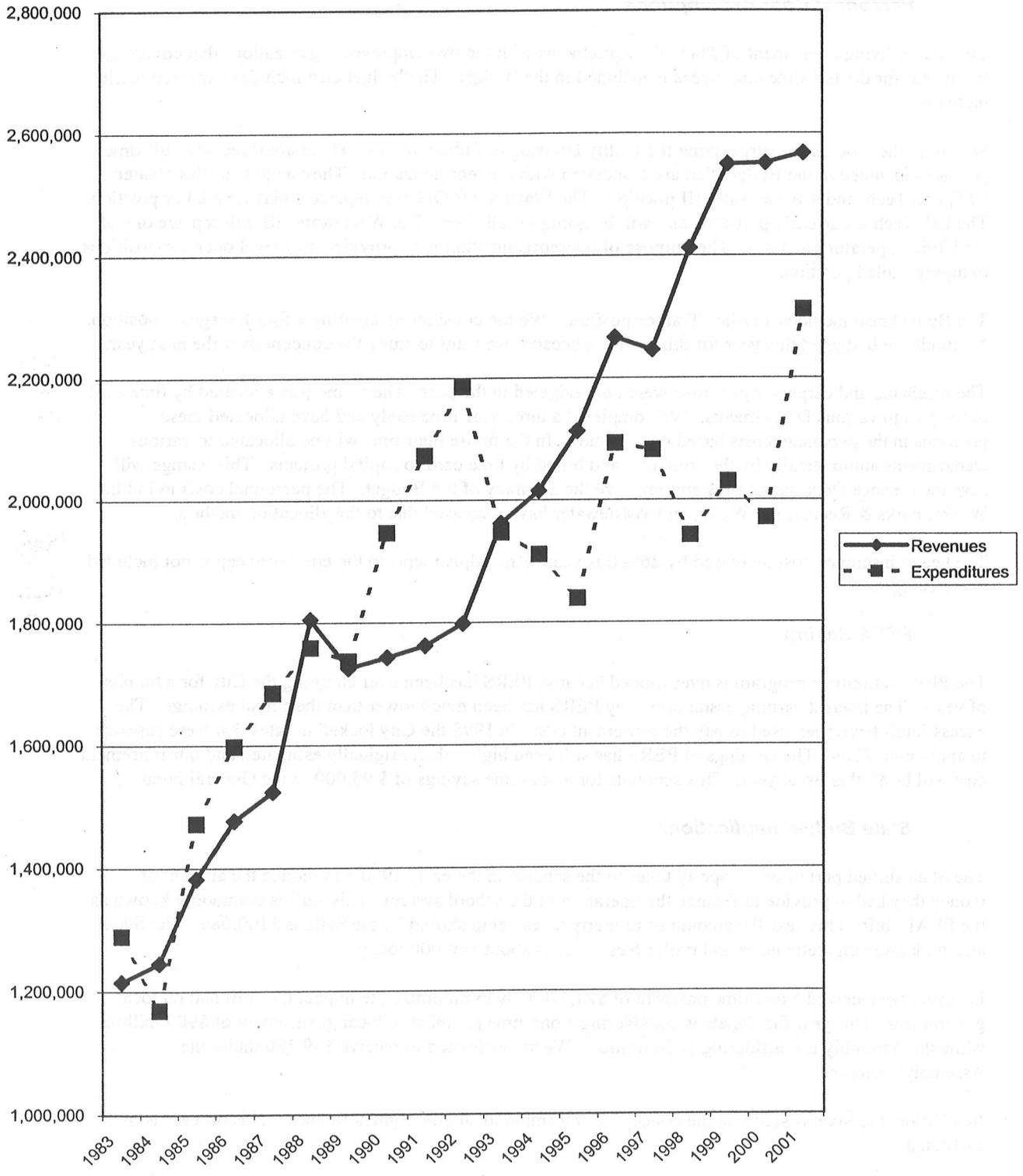


Figure 10 - Trends in General Fund Recurring Revenues and Operational Expenditures



Important Considerations

The most important considerations and the major changes in this year's Budget compared to last year's are discussed below.

Personnel Cost Assumptions

The cost of living adjustment of 2% in the agreements with the two employee organizations that covers the fiscal year for the full-time employees is included in the Budget. The budget also includes expected merit increases.

We are in the process of reorganizing the Utility Division of Public Works. There are three new full-time positions included in the Budget that are associated with the reorganization. They include a Wastewater OIT, Lab Tech, and a Wastewater III position. The Wastewater OIT will replace a part-time labor position. The Lab Tech is currently part-time and will be going to full-time. The Wastewater III will replace one of the Utility Operator positions. The purpose of the reorganization is to provide entry level operator positions to highly skilled positions.

The Budget also includes a Police Trainee position. We are considering creating a fourth sergeant position. No funds are budgeted this year for this position because we want to study the concept over the next year.

The mechanic and carpenter positions were not budgeted in the past. Their time was allocated by time card in the past to various Departments. We completed a three year time study and have allocated these positions in the personnel costs based on the study. In the future their time will be allocated to various Departments automatically by the computer and billed by time card to capital projects. This change will save the Finance Department time and improve the accuracy of the Budget. The personnel costs in Public Works, Parks & Recreation, Water, and Wastewater have increased due to the allocation method.

The health insurance cost increased by 26% this year. Any adjustments to the employee cap is not included in the Budget.

PERS Savings

The PERS retirement program is over funded because PERS has been over charging the City for a number of years. The interest earning assumptions by PERS has been much lower than the actual earnings. The excess funds have been used to pay the retirement cost. In 1998 the City locked in rates that were suppose to apply until 2009. The earnings of PERS has still been higher than originally estimated and our retirement cost will be \$0 this fiscal year. This accounts for a one-time savings of \$ 95,000 in the General Fund.

State Budget Implications

The State shifted part of our property taxes to the schools in the early 1990's to reduce the amount of money they had to provide to finance the operation of the school system. This shift is commonly known as the ERAF shift. This year the amount of property taxes being shifted by the State is \$100,080. The State also took away cigarette taxes and trailer fees. This is about \$30,000 today.

Last year we received a one-time payment of \$24,470 to help minimize the impact the shift had on local government. This year the Senate is considering a one-time payment to local government of \$900 million while the Assembly is considering \$250 million. We are estimated to receive \$39,150 under the Assembly's version.

In addition, the State is studying the concept of reforming local government finance. This process is in the early stages.

Insurance Savings

As you know, we have initiated various risk management procedures to lower our insurance costs. These procedures have been paying off. For example, between 1994 and 2000 our liability and workers' comp insurance premiums decreased by 45%, or \$96,336.

HAZMAT JPA

The HAZMAT JPA was created in 1993 to assist in cleaning up chemical spills. In 1993, we were informed that the costs would remain the same and would be picked up by the private sector in three years. The costs have more than doubled and will not be picked up by the private sector. The JPA was able to get started by obtaining equipment from Redding when they disbanded their program. In our view there is no real benefit of remaining in the JPA and we should consider giving our one year withdrawal notice. We would save about \$3,500/year.

Police Records Management System

We are in the process of evaluating whether we need to upgrade our records management system in the Police Department. The LEADS system was originally purchased in 1987 and there are Y2K problems that have not been solved by the company. All the records management systems in the County should be connected so that all the agencies have access to the records for people they come into contact with. The other agencies have not been willing to go to one system. Eureka has offered to let us and Arcata buy into their system for a one-time cost of about \$40,000 and a small annual maintenance fee. We are studying the concept. No funds have been budgeted to upgrade the current system.

Senior Bus Fare Box Ratios

Last year the fare box ratio almost dropped below 10% which is the minimum ratio allowed. We increased the fees to deal with the problem and the ratio to date for the current fiscal year is 16%. The ratio in the Budget is 18%.

Capital Outlay for Equipment

Money to purchase equipment to improve the productivity is included in the draft Budget. Money is included to purchase a 2' bucket and equipment for the PTO for the backhoe. A brake drum lathe is included in the Budget so that we can turn the brake drums more often and not have to subcontract out the work. A repeater will improve the coverage for the radios. An air compressor is included so that the mechanic does not have to be called out into the field when a compressor is needed.

The telemetry system for the water and sewer facilities has not been working for several years. We have been having to fill the reservoirs manually and do more field checking that we should do. The equipment is old and it is very difficult to find parts. Another problem is mixed equipment. No one locally can repair the system and \$30,000 is budgeted to bring in an expert from outside the area.

Our vactor truck that is used to clean out the sewer collection system is 21 years old and is falling apart. \$275,000 is budgeted to purchase a new truck. We hope to find a used truck for \$75,000 to \$125,000. This piece of equipment is critical for cleaning the sewer collection system. Without it we would have more sewer backups and claims filed. We have also include money to purchase a sewer lateral camera to reduce the number of sewer backups. We also need to upgrade our chlorine facility and rebuild the sewer main inspection trailer.

Money for an unmarked police car is budgeted. This car is outside our normal rotation process. Money is also included to purchase a new truck for the building inspector.

Capital Projects

The most important capital projects are discussed below.

Streets

As shown by Figure 9, improvements to the City's streets are estimated to account for 39% of the capital expenditures. A total of \$1,148,900 is included in the draft Budget. The major street projects include finishing School Street, Rohnerville Road between School Street and Drake Hill Road (\$323,000), Riverwalk Drive (\$350,000), and Home Avenue (\$45,000). Another \$216,600 in overlays are proposed in the Budget.

Sewer

The major sewer projects involve upgrades to the treatment plant and purchasing equipment. The equipment will improve the maintenance of the system and improve staff productivity.

Water

The major water project involves completing the study on how to resolve the problems with the Stewart Street water supply reservoir and replacing lines on Home Avenue and Ivy Lane.

Parks

The master plan for the recreational improvements to Rohner Park and Newburg Park was approved last October. Last year \$98,440 was spent on improving the two parks and another \$116,500 is included in the draft Budget. The major improvements last year involved adding paved parking in both parks, purchasing additional bleachers, repairing a bridge in Rohner Park, and additional work on the Fireman's Pavilion. The work in the upcoming year will involve drainage improvements and adding another regulation hardball field in Newburg Park.

Monday Club

Now that we have the grounds of the Monday Club in shape we need to improve the interior. Last year we added a handicapped restroom. Money is budgeted this year to paint the interior and to purchase a used range and dishwasher. The old range will be moved to the cook shack in Rohner Park.

Fees for Services

The City has established one resolution that shows the fees that the City charges for services and capital connections. The fees are considered each year as part of the budget process. The draft Resolution will be provided at the workshop. The major changes being considered are discussed below.

Development Related Fees

The subdivision map check fees are proposed to be increased to cover the cost associated with the County providing these services to the City.

Parks & Recreation Fees

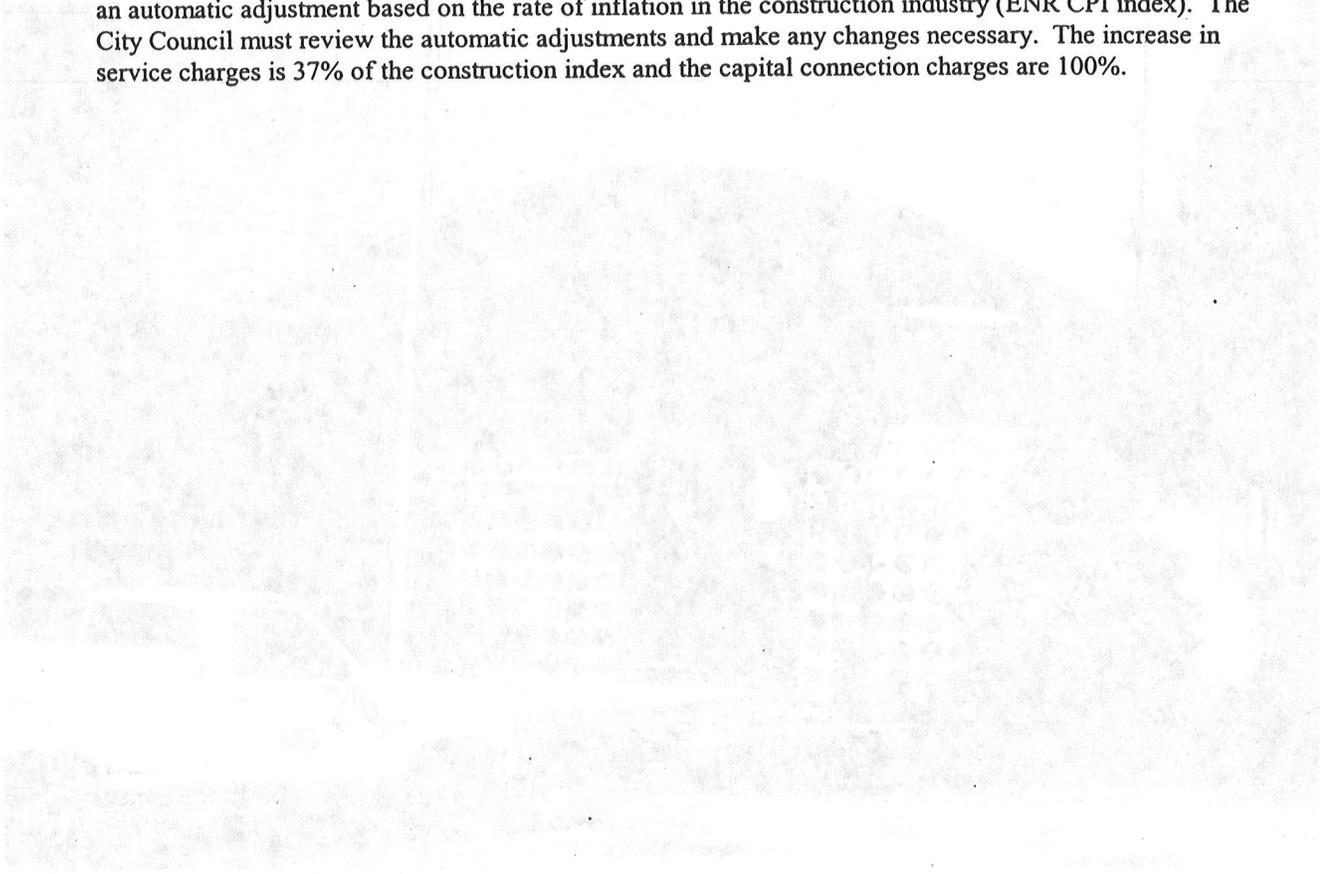
The fees charged for Summer Fund, Skating, and the After School Program are proposed to be increased.

River Lodge Fees

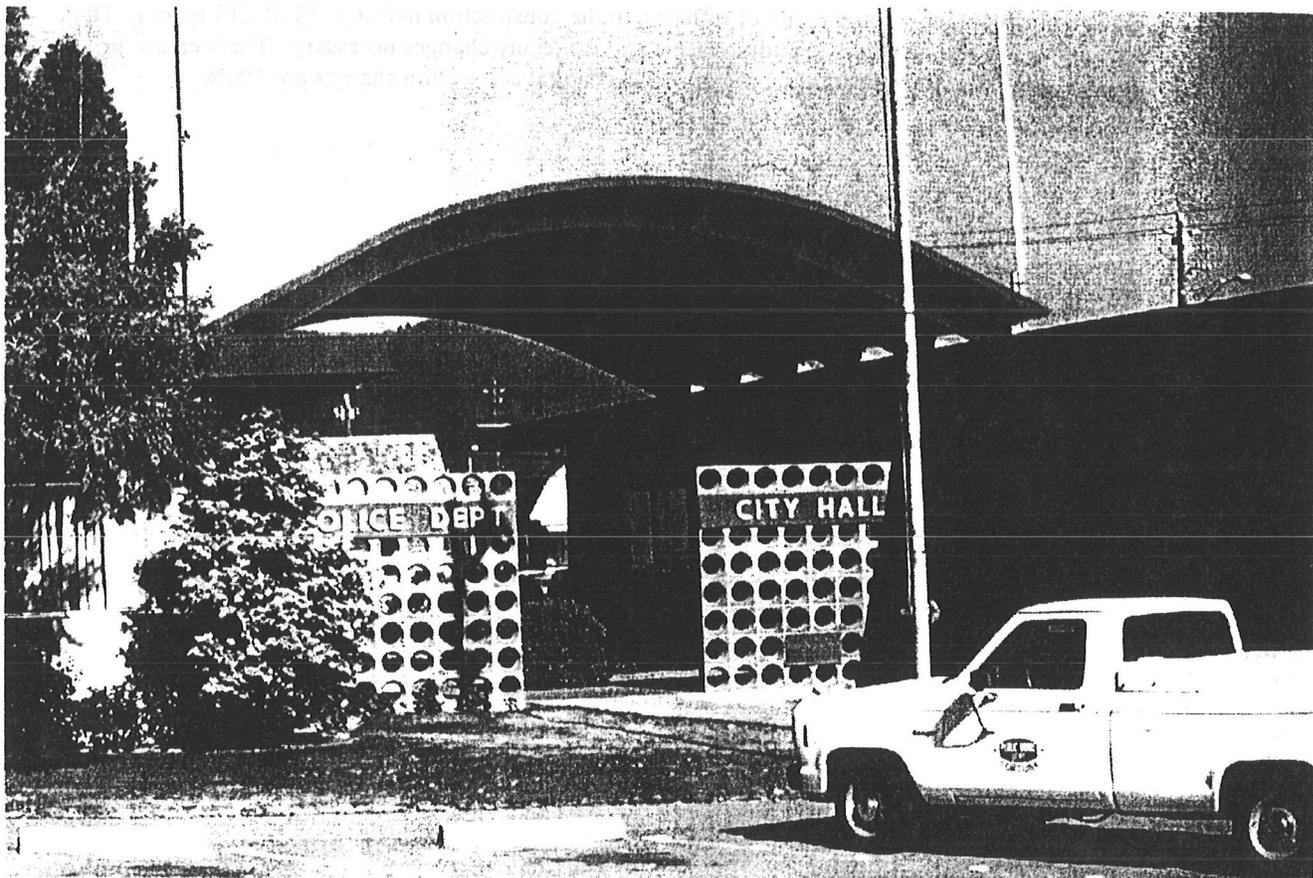
The fees for River Lodge are proposed to be increased to take inflation into account.

Utility Service Fees

The sewer service charges; water service charges; and the capital connection fees for sewer and water have an automatic adjustment based on the rate of inflation in the construction industry (ENR CPI index). The City Council must review the automatic adjustments and make any changes necessary. The increase in service charges is 37% of the construction index and the capital connection charges are 100%.



The 1994 - 1995 City Staff Remuneration Report provided a breakdown of the City's financial performance for the year 1994.



The 1994 – 1995 City Hall Remodeling Project provided a much needed façade and interior renovation for the old City Hall.

RESOLUTION 2000-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FORTUNA ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2000-01 AND ADOPTING THE ANNUAL APPROPRIATION LIMIT AS REQUIRED BY THE CALIFORNIA CONSTITUTION ARTICLE XIII(B)

WHEREAS, the proposed budget for the City of Fortuna for the fiscal year beginning July 1, 2000 as presented by the City Manager has been reviewed, studied, and revised by the City Council; and

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

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

Section 1. That the budget document entitled "City of Fortuna 2000-2001 Fiscal Year Budget" as presented by the City Manager at a public hearing on June 19, 2000, is adopted as the Budget of the City for the 2000-01 fiscal year, and the amounts stated therein as proposed expenditures shall be appropriated to the objects and purposes therein.

Section 2. That the State of California has not adopted its 2000-01 Fiscal Year Budget as of June 19, 2000 and action by the Governor and State Legislature to take funding from the City and transfer it to other governmental agencies is still a possibility. Such actions have been anticipated in the current budget and will not require corresponding expenditure reductions.

Section 3. That 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.

The City Council shall approve, in advance, all the following types of proposed modifications:

1. Any significant change in program level or content.
2. Any increase in total appropriations.
3. Any budget transfer from one department to another.
4. Any substitution in capital projects or capital items.

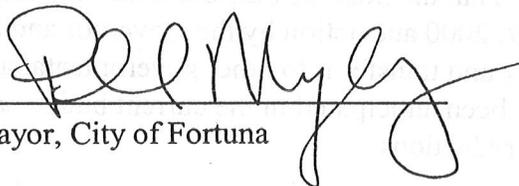
Section 4. That with regard to self-supporting recreation programs and other similar programs, the above provisions for budgetary approval shall not apply, providing there will be no net cost to the City. Nevertheless, the City Manager shall present to the City Council in public meeting any proposed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

Section 5. That Fortuna's 2000-01 spending limit totals \$7,259,395 with the final budget revenues subject to California Constitution Article XIII(B) totaling \$2,188,225, leaving an available surplus of \$5,071,170.

Section 6. That the City Council selected the California Per Capita Change in Personal Income of 4.91% and the City of Fortuna growth rate of 1.61% for census year 2000 as established by the Department of Finance to compute the FY 2000-01 Appropriation Limit.

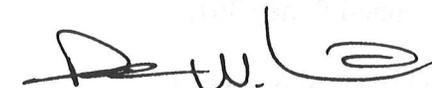
PASSED, APPROVED, AND ADOPTED this 19th day of June, 2000 by the following vote:

AYES: Councilmen Berti, Chapman, Cooke, Shelton and Mayor Nyberg
NOES: None
ABSENT: None



Mayor, City of Fortuna

ATTEST



City Clerk, City of Fortuna

ANALYSIS OF FUND BALANCES

ALL FUND TYPES

	General Funds	Enterprise Funds	Special Revenue Funds	Debt Service Funds	Total All Funds
Beginning Cash Balance	\$2,991,100	\$2,119,500	\$833,800	\$112,950	\$6,057,350
Recurring Revenues	2,804,360	1,705,600	413,205	335,205	5,258,370
Interest Revenue	164,600	90,700	32,600	101,540	389,440
Operational Expenditures	(2,660,875)	(1,638,360)	(186,542)	(9,920)	(4,495,698)
Debt Service	(20,227)	(100,502)	0	(396,585)	(517,314)
Operational Surplus (Deficit)	\$287,858	\$57,438	\$259,263	\$30,240	\$634,798
Capital Connection Fees	0	82,500	0	0	82,500
Grant Reimbursement	0	0	389,000	0	389,000
Non-Recurring Revenues	110,000	0	0	0	110,000
Unclaimed Revenues	0	0	100,000	0	100,000
Capital Expenditures	(361,366)	(858,334)	(1,113,900)	0	(2,333,600)
Net Other Increase (Decrease)	(\$251,366)	(\$775,834)	(\$624,900)	\$0	(\$1,652,100)
Net Surplus (Deficit)	\$36,492	(\$718,396)	(\$365,637)	\$30,240	(\$1,017,302)
Loan Repayments From RDA	0	0	0	0	0
Loans to RDA	(80,000)	(547,000)	0	0	(627,000)
Depreciation	0	450,000	0	0	450,000
Capital Equipment Reserves	9,166	13,334	0	0	22,500
Debt Service-Principle	0	(57,521)	0	(35,000)	(92,521)
Net Balance Sheet Items	(\$70,834)	(\$141,187)	\$0	(\$35,000)	(\$247,021)
Ending Cash Balance	\$2,956,758	\$1,259,917	\$468,163	\$108,190	\$4,793,027

ANALYSIS OF FUND BALANCES

GENERAL FUNDS

	General Fund	Development Review	Drainage Facility	Traffic Impact Citywide	Home Ave	River Lodge Fund	Total All Funds
Beginning Cash Balance	\$2,740,000	\$57,800	\$28,700	\$145,200	\$48,000	(\$28,600)	\$2,991,100
Recurring Revenues	2,417,000	143,800	42,500	28,500	6,000	166,560	2,804,360
Interest Revenue	150,100	1,600	2,700	8,700	1,500	0	164,600
Operational Expenditures	(2,320,745)	(178,710)				(161,420)	(2,660,875)
Debt Service	(18,513)	(1,714)					(20,227)
Operational Surplus (Deficit)	\$227,842	(\$35,024)	\$45,200	\$37,200	\$7,500	\$5,140	\$287,858
Capital Connection Fees							
Grant Reimbursement							
Non-Recurring Revenues	110,000						110,000
Unclaimed Revenues							
Capital Expenditures	(291,766)	(24,600)			(45,000)		(361,366)
Net Other Increase (Decrease)	(\$181,766)	(\$24,600)	\$0	\$0	(\$45,000)	\$0	(\$251,366)
Net Surplus (Deficit)	\$46,076	(\$59,624)	\$45,200	\$37,200	(\$37,500)	\$5,140	36,492
Loan Repayments From RDA							
Loans to RDA	(80,000)						(80,000)
Depreciation							
Capital Equipment Reserves	6,666	2,500					9,166
Debt Service-Principle							
Net Balance Sheet Items	(\$73,334)	\$2,500	\$0	\$0	\$0	\$0	(\$70,834)
Ending Cash Balance	\$2,712,742	\$676	\$73,900	\$182,400	\$10,500	(\$23,460)	\$2,956,758

ANALYSIS OF FUND BALANCES

ENTERPRISE FUNDS

	Water System	Water Reserve	Waste Water System	Waste Water Reserve	Public Transit	Total All Funds
Beginning Cash Balance	\$760,400	\$344,800	\$890,500	\$61,100	\$62,700	\$2,119,500
Recurring Revenues	773,500		805,000		127,100	1,705,600
Interest Revenue	29,900	10,600	43,200	4,600	2,400	90,700
Operational Expenditures	(740,670)		(779,120)		(118,570)	(1,638,360)
Debt Service	(95,545)		(4,957)			(100,502)
Operational Surplus (Deficit)	(\$32,815)	\$10,600	\$64,123	\$4,600	\$10,930	\$57,438
Capital Connection Fees		37,000		45,500		82,500
Grant Reimbursement						
Non-Recurring Revenues						
Unclaimed Revenues						
Capital Expenditures	(6,667)	(339,000)	(467,667)		(45,000)	(858,334)
Net Other Increase (Decrease)	(\$6,667)	(\$302,000)	(\$467,667)	\$45,500	(\$45,000)	(\$775,834)
Net Surplus (Deficit)	(\$39,482)	(\$291,400)	(\$403,544)	\$50,100	(\$34,070)	(\$718,396)
Loan Repayments From RDA						
Loans to RDA	(515,000)		(32,000)			(547,000)
Depreciation	195,000		255,000			450,000
Capital Equipment Reserves	6,667		6,667			13,334
Debt Service-Principle	(55,621)		(1,900)			(57,521)
Net Balance Sheet Items	(\$368,954)	\$0	\$227,767	\$0	\$0	(\$141,187)
Ending Cash Balance	\$351,964	\$53,400	\$714,723	\$111,200	\$28,630	\$1,259,917

ANALYSIS OF FUND BALANCES

SPECIAL REVENUE FUNDS

	Solid Waste	Storm Drain	TDA Non Transit	TDA 2% Set Aside	TEA Regional	Gas Taxes	Gas Tax Eng & Adm	Total All Funds
Beginning Cash Balance	\$107,000	(\$12,900)	\$478,100	\$14,100	\$0	\$180,200	\$67,300	\$833,800
Recurring Revenues	12,000	37,000	108,970	4,615	47,000	200,620	3,000	413,205
Interest Revenue	5,700	0	16,800	900	200	5,600	3,400	32,600
Operational Expenditures	(16,920)	(24,735)				(133,950)	(10,937)	(186,542)
Debt Service								0
Operational Surplus (Deficit)	\$780	\$12,265	\$125,770	\$5,515	\$47,200	\$72,270	(\$4,537)	\$259,263
Capital Connection Fees								
Grant Reimbursement					389,000			389,000
Non-Recurring Revenues								
Unclaimed Revenues			100,000					100,000
Capital Expenditures		(10,000)	(451,300)		(428,000)	(224,600)		(1,113,900)
Net Other Increase (Decrease)	\$0	(\$10,000)	(\$351,300)	\$0	(\$39,000)	(\$224,600)	\$0	(\$624,900)
Net Surplus (Deficit)	\$780	\$2,265	(\$225,530)	\$5,515	\$8,200	(\$152,330)	(\$4,537)	(\$365,637)
Loan Repayments From RDA								
Loans to RDA								
Depreciation								
Debt Service-Principle								
Net Balance Sheet Items	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Ending Cash Balance	\$107,780	(\$10,635)	\$252,570	\$19,615	\$8,200	\$27,870	\$62,763	\$468,163

ANALYSIS OF FUND BALANCES

DEBT SERVICE FUNDS

	Sewer Assessment Bonds	CCC Lease (C.O.P)	FPIC City Hall (C.O.P.)	FPIC Water Imp (C.O.P.)	Total All Funds
Beginning Cash Balance	\$15,350	\$97,600	\$0	\$0	\$112,950
Recurring Revenues	49,000	246,200	34,285	5,720	335,205
Interest Revenue	850	5,000		95,690	101,540
Operational Expenditures	(2,700)	(1,500)		(5,720)	(9,920)
Debt Service	(44,750)	(256,860)	(34,285)	(60,690)	(396,585)
Operational Surplus (Deficit)	\$2,400	(\$7,160)	\$0	\$35,000	\$30,240
Capital Connection Fees					
Grant Reimbursements					
Non-Recurring Revenues					
Unclaimed Revenues					
Capital Expenditures					
Net Other Increase (Decrease)	\$0	\$0	\$0	\$0	\$0
Net Surplus (Deficit)	\$2,400	(\$7,160)	\$0	\$35,000	\$30,240
Loan Repayments From RDA					
Loans to RDA					
Depreciation					
Debt Service-Principle				(35,000)	(35,000)
Net Balance Sheet Items	\$0	\$0	\$0	(\$35,000)	(\$35,000)
Ending Cash Balance	\$17,750	\$90,440	\$0	\$0	\$108,190

**Revenues
and
Other Sources of Funds**

REVENUES & OTHER SOURCES OF FUNDS

<i>BY FUND</i>						
	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
GENERAL FUND REVENUES						
TAXES AND LICENSES						
Property Taxes	\$247,053	\$263,773	\$299,069	\$334,750	\$318,100	\$328,550
Less: AB8 Takeaway (92/93)	(17,294)	(16,978)	(17,372)	(19,450)	(25,500)	(26,350)
AB8 Takeaway (93/94)	(46,940)	(65,849)	(67,381)	(75,420)	(71,300)	(73,730)
FRA Shift	0	(24,536)	(27,204)	(30,500)	(31,400)	(32,430)
Sales & Use Tax	913,116	904,089	963,008	890,000	1,000,000	1,000,000
Transient Occupancy Tax	168,924	173,963	183,491	180,000	197,300	190,000
Franchise - Gas & Electric	45,123	46,668	48,794	47,500	50,985	50,000
Franchise - Garbage	18,694	19,594	18,421	18,000	17,450	18,000
Franchise - Cable TV	67,826	70,945	73,227	70,000	68,415	74,000
Business License Tax	49,829	50,849	51,649	51,000	51,300	51,000
Real Property Transfer Tax	13,349	12,474	16,622	13,000	11,810	13,000
Fireworks Permit	60	70	60	100	50	60
Animal License	2,568	1,880	1,732	1,900	2,060	2,000
Total	\$1,462,308	\$1,436,942	\$ 1,544,116	\$1,480,880	\$1,589,270	\$1,594,100
INTEREST AND RENTS						
Interest Income	\$150,261	\$187,941	\$212,402	\$130,000	\$129,000	\$150,100
Tower Rental	3,150	4,200	4,423	4,200	4,879	5,000
Parking Lot Rental	0	0	937	1,250	1,155	1,350
Total	\$153,411	\$192,141	\$217,762	\$135,450	\$135,034	\$156,450
INTERGOVERNMENTAL						
Motor Vehicle In-Lieu Taxes	\$371,891	\$432,929	\$465,957	\$453,200	\$511,000	\$520,000
Homeowners Exemption	5,777	5,724	5,919	5,700	5,575	6,000
State Mandate Reimbursement	0	0	0	0	1,570	1,000
Off-Highway License Fees	0	55	163	125	185	200
Total	\$377,668	\$438,708	\$472,039	\$459,025	\$518,330	\$527,200
PARKS & RECREATION						
Recreation Program Fees	\$62,911	\$67,817	\$82,564	\$80,000	\$82,510	\$80,000
Pavilion Use Fees	28,997	36,701	37,582	35,000	37,450	37,000
Park Use Fees	3,568	3,429	6,346	4,000	3,455	3,800
Concession Stand Rental	1,030	0	0	700	0	700
Vending Machine Commission	1,911	2,338	2,538	2,500	2,970	2,500
Rohner Recreation District	15,000	8,000	7,000	8,000	8,000	8,000
Total	\$113,417	\$118,285	\$136,030	\$130,200	\$134,385	\$132,000

REVENUES & OTHER SOURCES OF FUNDS

BY FUND

	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
POLICE SERVICES						
Public Safety Tax (Prop. 172)	\$11,694	\$15,686	\$15,827	\$15,000	\$15,500	\$17,000
Booking Fee Reimbursement (AB 1662)	0	0	0	0	6,960	6,960
Bicycle License	39	67	25	50	30	25
Vehicle Code Fines	8,737	10,205	23,830	14,000	21,800	23,000
Parking Violation Fines	3,808	1,145	804	1,000	1,170	850
Parking Fines - CR	1,327	3,270	4,443	3,000	3,700	3,000
Parking Fines - Ferndale	32	55	60	100	90	50
Other Court Fines	232	0	81	250	0	100
Animal Control Charges	2,125	2,448	1,914	1,500	1,625	1,500
Accident Reports	2,645	2,889	2,506	2,400	2,530	2,000
Finger Prints	2,760	2,060	2,500	2,000	2,245	2,000
Special Services	4,529	4,809	5,024	4,000	5,620	4,000
Alarm Board System	1,053	705	612	700	700	500
Dispatch - Ferndale Police	7,200	7,200	7,200	7,200	7,200	7,200
Dispatch - Fortuna Fire	1,200	600	600	600	600	600
Driving Under the Influence	0	0	0	500	0	0
Vehicle Impound Fees	0	0	4,521	3,300	6,850	5,000
DARE School Contributions	34,299	24,270	26,166	27,990	25,905	20,400
Post Grant Reimbursement	12,266	13,677	13,051	11,000	9,850	11,000
Motor Vehicle Abatement	208	0	36,078	3,000	3,820	3,000
Miscellaneous Other Revenue	0	174	0	0	0	0
Miscellaneous Donations	0	0	100	1,000	100	1,000
Grant Allocation (DARE Grant)	0	13,200	13,200	13,100	13,100	0
Grant Allocation (COPS Grants)	49,708	23,297	23,041	23,000	22,864	23,000
Grant Allocation (OCJP Grant)	0	3,723	0	0	0	10,440
Grant Allocation (Supplemental)	22,872	0	0	0	0	0
Grant Allocation (LLEBG Equipment)	0	0	11,747	0	0	0
Grant Allocation (LLEBG Patrols)	0	0	2,390	7,100	7,580	9,000
Grant Allocation (OTS)	0	0	4,868	10,610	10,132	0
Total	\$166,734	\$129,480	\$200,588	\$152,400	\$169,971	\$151,625
OTHER REVENUES						
Business License Penalties	\$1,005	\$150	\$260	\$500	\$425	\$425
Restitution	375	0	210	100	0	100
Public Telephone Commission	89	71	145	100	60	100
Sale of Property	3,200	55,844	5,738	2,000	0	2,000
Sweeper Rental	120	0	0	0	0	0
Misc. Revenues	4,070	53,886	3,984	3,000	3,290	3,000
Contributions - Misc.	100	100	710	100	250	100
Grant Allocation (Tank Removal)	28,222	0	0	0	0	0
OES Grant Reimbursement	12,844	0	0	0	0	0
Total	\$50,025	\$110,051	\$11,047	\$5,800	\$4,025	\$5,725
TOTAL RECURRING REVENUES	\$2,323,563	\$2,425,607	\$2,581,582	\$2,363,755	\$2,551,015	\$2,567,100
NON-RECURRING REVENUES						
REMIF Dental Surplus	\$0	\$0	\$26,553	\$0	\$0	\$0
REMIF Insurance Refunds	119,273	134,931	103,977	0	98,112	0
Headwaters Demonstration Reimbursement	0	0	0	18,000	18,055	0
AB 1661 Local Government Relief	0	0	0	24,550	24,470	0
Newburg Park Improvement Appropriation	0	0	0	50,000	0	50,000
Prop 12 Park Bond	0	0	0	0	0	60,000
Total	\$119,273	\$134,931	\$130,530	\$92,550	\$140,637	\$110,000
TOTAL GENERAL FUND	\$2,442,836	\$2,560,538	\$2,712,112	\$2,456,305	\$2,691,652	\$2,677,100

REVENUES & OTHER SOURCES OF FUNDS

BY FUND

	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
WATER FUND REVENUES						
Water Service Charges	\$702,512	\$712,719	\$719,494	\$753,000	\$752,320	\$750,000
Water Connection Fees	17,385	10,480	21,334	6,500	25,000	15,000
Other Water Revenues	3,240	2,797	1,669	3,500	4,600	3,500
Delinquent Payment Penalty	2,813	6,419	5,620	3,000	4,600	5,000
Payback Agreements	4,810	(2,767)	0	5,000	0	0
Treatment Plant Sales	12,000	12,000	12,000	12,000	12,000	0
Interest Income	140,952	167,376	168,781	42,000	43,900	29,900
Insurance Refund	17,362	0	0	0	0	0
Sale of Property	0	0	4,010	0	0	0
FEMA/OES Grant Reimbursement	21,166	31,598	3,511	0	0	0
Total	\$922,240	\$940,622	\$936,419	\$825,000	\$842,420	\$803,400

WATER CAPITAL RESERVE

Water Cap Connect Fees	\$58,879	\$40,012	\$42,992	\$25,000	\$38,000	\$37,000
Interest Income	14,941	18,509	16,743	11,100	18,900	10,600
Total	\$73,820	\$58,521	\$59,735	\$36,100	\$56,900	\$47,600

WASTEWATER FUND REVENUES

Sewer Service Charges	\$761,052	\$783,379	\$797,812	\$782,000	\$811,700	\$800,000
Sewer Connection Fees	927	0	0	2,000	0	0
Other Sewer Revenues	10,833	5,861	5,756	6,000	3,500	5,000
Interest Income	162,509	166,338	182,601	51,200	45,200	43,200
Insurance Refund	16,254	0	0	0	0	0
FEMA/OES Grant Reimbursement	21,166	37,410	1,429	0	0	0
Total	\$972,741	\$992,988	\$987,598	\$841,200	\$860,400	\$848,200

WASTEWATER CAPITAL RESERVE

Wastewater Cap Connection Fee	\$64,157	\$50,841	\$43,422	\$30,300	\$44,000	\$45,500
Interest Income	57,428	62,777	22,640	1,400	1,850	4,600
Total	\$121,585	\$113,618	\$66,062	\$31,700	\$45,850	\$50,100

SEWER ASSESSMENT REVENUE

Special Assessment	\$47,072	\$30,511	\$65,985	\$45,000	\$45,000	\$49,000
Interest Income	14,914	1,091	2,259	2,780	1,825	850
Total	\$61,986	\$31,602	\$68,244	\$47,780	\$46,825	\$49,850

RANCHO BUENA VISTA MAINTENANCE FUND

Special Assessment	\$2,063	\$2,030	\$3,267	\$3,705	\$3,840	\$5,480
Interest Income	0	47	192	150	120	150
Total	\$2,063	\$2,077	\$3,459	\$3,855	\$3,960	\$5,630

REVENUES & OTHER SOURCES OF FUNDS

BY FUND

	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
KENWOOD MEADOWS SEWER MAINTENANCE DISTRICT						
Special Assessment	\$0	\$0	\$7,150	\$5,701	\$5,450	\$6,580
Interest Income	0	0	85	100	180	150
Total	\$0	\$0	\$7,235	\$5,801	\$5,630	\$6,730

GRANT FUND REVENUE

CDBG Grant	\$0	\$0	\$0	\$0	\$0	\$400,000
STIP Allocation	380,576	0	0	448,000	43,000	389,000
COPS Grants	49,708	23,297	23,041	23,000	22,864	23,000
Office of Criminal Justice	0	3,723	0	0	0	10,440
Underground Tank Reimbursement	70,554	0	0	0	0	0
Forest Service Grant	4,850	0	0	0	0	0
FEMA Grant - 1996/97 Flood	0	50,886	7,348	0	0	0
USDA/FEMA - 97/98 Storms	0	0	20,687	0	0	0
OES Disaster Reimbursement	15,500	116,722	3,880	0	0	0
Oil Recycling Grant	0	3,303	0	0	0	0
Rural Business Enhancement	85,000	0	30,000	0	0	0
Police Equipment Grant	22,872	0	0	0	0	0
DARE Grant	0	13,200	13,200	13,100	13,100	0
Law Enforcement Grant - Equipment	0	0	11,747	0	0	0
Law Enforcement Grant - Patrols	0	0	9,970	7,100	7,580	9,000
Office of Traffic Safety	0	0	4,868	10,610	10,132	0
STAF Grant	43,968	0	45,000	0	0	0
RREDC Local Grant	160,000	0	0	0	0	0
Prop 12 Park Bond	0	0	0	0	0	60,000
HAF Recreation Grant	0	0	0	0	2,000	0
Allocate to Other Funds	(833,028)	(211,131)	(169,741)	(501,810)	(98,676)	(891,440)
Total	\$0	\$0	\$0	\$0	\$0	\$0

DEVELOPMENT REVIEW FUND

Building Permits	\$95,670	\$78,331	\$67,753	\$70,000	\$88,000	\$85,000
Building Plan Check Fees	42,436	36,542	33,470	32,000	41,000	40,000
Rio Dell Building Permits	0	0	1,130	1,500	4,800	4,000
Engineering Plan Check Fees	7,440	7,854	5,281	4,000	9,900	5,000
Engineering Inspection Fees	4,100	3,036	3,623	4,000	7,500	5,000
Zoning Fees	2,320	2,250	2,655	2,300	2,000	2,300
Subdivision Application Fees	2,610	9,055	4,869	1,500	7,900	2,500
Interest Income	4,368	3,912	2,785	300	3,500	1,600
Insurance Refund	2,509	0	0	0	0	0
Miscellaneous	0	0	100	0	0	0
Total	\$161,453	\$140,980	\$121,666	\$115,600	\$164,600	\$145,400

DRAINAGE FACILITY FUND

Drainage Facility Fees	\$67,464	\$42,373	\$32,362	\$45,000	\$40,500	\$40,000
Interest Income	39,536	42,023	49,991	100	860	2,700
Payback Agreements	4,400	7,977	6,977	4,000	2,600	2,500
Special Assessment	2,518	0	0	0	10,000	0
1983 CDBG Payback - Braun	0	0	0	0	0	0
Loan Payments	0	0	1,441	0	0	0
FEMA Grant Reimbursement	0	0	0	0	0	0
Total	\$113,918	\$92,373	\$90,771	\$49,100	\$53,960	\$45,200

REVENUES & OTHER SOURCES OF FUNDS

BY FUND

	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
TRAFFIC IMPACT FEES - HOME AVE.						
Home Ave. Facilities Fee	\$0	\$6,718	\$14,256	\$12,000	\$4,275	\$6,000
Interest Income	1,217	1,536	1,328	1,200	2,450	1,500
Total	\$1,217	\$8,254	\$15,584	\$13,200	\$6,725	\$7,500

TRAFFIC IMPACT FEES - CITYWIDE

Collector / Arterial Impact Fee	\$36,395	\$26,983	\$27,371	\$27,000	\$33,500	\$27,000
Interest Income	2,625	3,336	5,076	6,400	6,440	8,700
Insurance Refund	1,160	0	0	0	0	0
Loan Payments	0	345	5,090	0	1,580	1,500
Other	1,402	0	0	0	0	0
Total	\$41,582	\$30,664	\$37,537	\$33,400	\$41,520	\$37,200

BUSINESS IMPROVEMENT DISTRICT

City Wide Assessment Fee	\$15,088	\$15,350	\$15,652	\$15,500	\$16,050	\$16,000
Downtown Assessment Fee	7,569	7,502	8,306	7,500	7,900	7,500
Redwood Village Assessment Fee	5,301	4,116	4,693	4,200	5,200	5,200
Revenue Transfer	(28,270)	(27,457)	(29,069)	(27,600)	(29,360)	(28,950)
Interest Income	312	489	418	400	210	250
Total	\$0	\$0	\$0	\$0	\$0	\$0

STORM DRAIN MAINTENANCE

Service Charges	\$36,492	\$36,877	\$37,293	\$37,000	\$37,300	\$37,000
Interest Income	2,105	6,846	5,652	3,000	1,630	0
Grants	2,656	98,600	26,975	0	0	0
Miscellaneous	0	0	16,275	0	0	0
Total	\$41,253	\$142,323	\$86,195	\$40,000	\$38,930	\$37,000

INTEGRATED WASTE REVENUES

AB 939 Fee	\$21,042	\$21,338	\$5,381	\$0	\$0	\$0
Tipping Fees	24,290	19,432	15,788	12,000	13,100	12,000
Interest Income	5,054	5,659	5,106	5,000	5,500	5,700
Reimbursement - Rio Dell	13,842	10,932	911	0	0	0
Reimbursement - Ferndale	5,768	9,613	0	0	0	0
Grant Revenues	0	3,303	0	0	0	0
Miscellaneous Revenue	2,204	3,320	0	0	0	0
Total	\$72,200	\$73,597	\$27,186	\$17,000	\$18,600	\$17,700

REVENUES & OTHER SOURCES OF FUNDS

BY FUND

	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
TRANSPORTATION DEVELOPMENT ACT (SB325)						
Transit Tax	\$81,045	\$92,040	\$100,585	\$114,700	\$114,700	\$117,100
Non-Transit Tax	0	278,380	179,240	256,300	256,300	213,585
Allocation to Transit Fund	(81,045)	(92,040)	(100,585)	(114,700)	(114,700)	(117,100)
Allocation to TDA 2% Set-Aside	0	(4,400)	(4,240)	(4,445)	(4,445)	(4,615)
Interest Income	11,913	5,772	16,721	15,400	24,200	16,800
Insurance Refund	434	0	0	0	0	0
Total	\$12,347	\$279,752	\$191,721	\$267,255	\$276,055	\$225,770

TDA 2% SET-ASIDE

Allocation from TDA Fund	\$0	\$4,400	\$4,240	\$4,445	\$4,445	\$4,615
Interest Income	0	98	342	600	675	900
Total	\$0	\$4,498	\$4,582	\$5,045	\$5,120	\$5,515

SENIOR BUS FUND

Allocation From TDA Fund	\$81,045	\$92,040	\$100,585	\$114,700	\$114,700	\$117,100
Senior Farebox Revenue	5,038	5,785	6,070	10,000	9,350	10,000
Interest Income	1,739	847	1,029	1,900	3,300	2,400
Insurance Refund	1,463	0	0	0	0	0
STAF Grant	43,968	0	45,000	0	0	0
Total	\$133,253	\$98,672	\$152,684	\$126,600	\$127,350	\$129,500

TEA REGIONAL ALLOCATION FUND

Regional Allocation	\$43,831	\$0	\$86,829	\$80,000	\$80,000	\$47,000
STIP Allocation	0	0	0	448,000	43,000	389,000
Sidewalk Loans	0	0	0	0	1,350	0
Interest Income	12,465	14,618	10,613	9,000	5,930	200
Total	\$56,296	\$14,618	\$97,442	\$537,000	\$130,280	\$436,200

GAS TAX FUND

2106 Gas Tax	\$47,774	\$52,697	\$56,272	\$50,140	\$46,350	\$51,495
2107 Gas Tax	82,969	81,358	87,929	85,840	76,770	82,360
2105 Gas Tax	59,120	60,061	67,464	61,320	57,700	63,765
Grant Allocation	380,576	0	0	0	0	0
Sidewalk Loan Payments	250	4,157	3,528	3,000	5,000	3,000
Interest Income	9,296	21,772	16,860	11,900	11,165	5,600
Insurance Refund	1,328	0	0	0	0	0
Total	\$581,313	\$220,045	\$232,053	\$212,200	\$196,985	\$206,220

GAS TAX ADMINISTRATION FUND

Gas Tax	\$3,000	\$3,000	\$6,000	\$3,000	\$3,000	\$3,000
Interest Income	2,760	3,851	3,338	4,000	4,020	3,400
Total	\$5,760	\$6,851	\$9,338	\$7,000	\$7,020	\$6,400

REVENUES & OTHER SOURCES OF FUNDS

BY FUND	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
RIVER LODGE FUND						
River Lodge Rent	\$0	\$6,668	\$63,482	\$71,000	\$73,430	\$74,550
Fee Waiver/Use Allowance	0	0	(6,223)	(360)	(855)	(430)
Kitchen Rental	0	1,257	14,893	16,000	16,910	17,000
Linen Rental	0	0	3,551	3,190	6,140	6,690
Staff Services	0	0	100	1,000	75	100
Office Services	0	450	415	2,000	385	300
Catering Services	0	6,516	32,242	35,000	40,480	47,250
Visitor Center Sales	0	0	15	30,000	4,650	15,000
Monday Club Rent	5,625	3,825	4,350	6,100	4,970	6,100
Interest Income	0	0	267	1,200	90	0
Total	\$5,625	\$18,716	\$113,092	\$165,130	\$146,275	\$166,560
CCC LEASE REVENUE						
CCC Facility Lease	\$245,000	\$245,000	\$245,000	\$245,000	\$245,000	\$245,000
Interest Income	28,688	21,464	19,514	17,280	20,345	5,000
Administrative Fees/Reimbursements	756	765	425	825	825	1,200
Total	\$274,444	\$267,229	\$264,939	\$263,105	\$266,170	\$251,200
TOTAL REVENUES	\$6,097,932	\$6,098,538	\$6,285,654	\$6,099,376	\$6,033,227	\$6,205,975

DEPARTMENT REPORT

The Department Report is a summary of the activities of the Department during the reporting period. It provides a detailed account of the work performed, the results achieved, and the resources used. The report is prepared by the Department Head and is submitted to the City Manager for review and approval. It is an important tool for the City Manager to monitor the performance of the Department and to make informed decisions regarding the allocation of resources and the setting of priorities.

DEPARTMENT REPORT AND OBJECTIVES

The Department Report and Objectives are prepared by the Department Head and are submitted to the City Manager for review and approval. The report provides a detailed account of the work performed by the Department during the reporting period, and the objectives that the Department has achieved. The objectives are stated in terms of specific, measurable, and achievable results.

Expenditure Detail by Department

DEPARTMENT SUMMARY

Department	Actual	Approved	Unexpended	Balance
Administration	100	100	0	0
Public Works	200	200	0	0
Police	300	300	0	0
Fire	400	400	0	0
Health	500	500	0	0
Education	600	600	0	0
Public Safety	700	700	0	0
Community Development	800	800	0	0
Other	900	900	0	0
Total	3,200	3,200	0	0

HISTORY OF EXPENDITURE BY CATEGORY

Category	Actual	Approved	Unexpended	Balance
Personnel	1,000	1,000	0	0
Travel	200	200	0	0
Printing & Supplies	300	300	0	0
Telephone	400	400	0	0
Utilities	500	500	0	0
Other	600	600	0	0
Total	3,000	3,000	0	0

CITY COUNCIL

General Fund

DEPARTMENT PURPOSE

The City Council is the governing body of the City of Fortuna and has the power to make and enforce all laws and regulations with respect to municipal affairs. The power of the Council is subject only to the limitations and restrictions of State and Federal laws and the City Charter. The City Council is comprised of five representatives who are elected on a non-partisan basis. The Council has staggered four year terms. The Mayor and Mayor Pro Tem are elected by the Council.

The major responsibilities of the City Council involve developing policies, adopting legislation, and adopting the annual budget. Some of the other major responsibilities involve controlling expenditures, raising revenues, providing guidance on capital projects, community promotion, and appointment of members to the various boards and commissions.

DEPARTMENT GOALS AND OBJECTIVES

1. Monitor progress of the community promotion and economic development goals developed by the Council in the Budget.
2. Continue to maintain cooperative ties with the Fortuna Chamber of Commerce, Rodeo Association, Redwood Memorial Hospital, local school districts, California Department of Forestry, California Conservation Corps, and other government agencies.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

There are no significant changes planned for the 2000-2001 fiscal year.

PERSONNEL SUMMARY

Name	Title	Date Elected
Phil Nyberg	Mayor	1998
Cliff Chapman, Sr.	Mayor Pro Tem	1998
Odell Shelton	Councilmember	1998
Mel Berti	Councilmember	2000
Tom Cooke	Councilmember	2000

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund 100	Dept. 1000	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
City Council		5100	\$18,000	\$18,000	\$18,000	\$18,000	\$18,150	\$18,000
Benefits		5200	1,037	1,010	1,009	980	1,030	1,040
Postage & Supplies		5400	479	395	157	400	400	400
Travel and Conferences		7000	3,339	4,249	4,590	7,000	6,780	7,000
Council Contingency		7610	10,727	5,802	3,486	10,000	3,750	10,000
Capital Outlay			0	0	0	0	470	0
Total			\$33,582	\$29,456	\$27,242	\$36,380	\$30,580	\$36,440

CITY MANAGER/CITY CLERK

General Fund

DEPARTMENT PURPOSE

The City Manager is the administrative head of the City under the direction and control of the City Council. The Manager is responsible for managing the day to day operations of the City, ensuring that all the laws are being enforced, managing the department heads, serving as the City's personnel director, preparing the annual budget, serving as the purchasing agent and city treasurer, investigating complaints, and public relations.

DEPARTMENT GOALS AND OBJECTIVES

1. Ensure that the City operates in the most cost effective manner possible.
2. Work with the City Council to carry out their policies and programs.
3. Monitor State and Federal legislation to determine its effect on the operations of the City.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

No significant expenditures or personnel changes are planned for the 2000-2001 fiscal year.

PERSONNEL SUMMARY

Classification	Staffing Levels				
	1996-97	1997-98	1998-99	1999-00	2000-01
City Manager	0.35	0.35	0.35	0.35	0.30
Administrative Assistant	0.50	-	-	-	-
Administrative Clerk	-	0.25	-	-	-
Total Authorized	0.85	0.60	0.35	0.35	0.30

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund	Dept.	Actual			Budget	Estimate	Request
			1996-97	1997-98	1998-99			
Salaries		5100	\$ 23,245	\$17,274	\$22,967	\$24,260	\$24,415	\$22,640
Vacation Buyback		5180	960	419	475	1,300	1,255	1,300
Benefits		5200	4,526	3,028	2,608	3,350	2,310	2,265
Office Supplies		5400	1,312	1,968	1,207	1,500	825	1,500
Personnel Services		6035	109	0	0	0	0	0
Travel and Conferences		7000	2,971	2,230	2,361	2,200	3,950	2,500
Dues and Subscriptions		7015	598	753	736	800	355	800
Distributed Charges		9200	(980)	(1,000)	(1,000)	0	0	0
Total			\$32,741	\$24,672	\$29,354	\$33,410	\$33,110	\$31,005

CITY ATTORNEY

General Fund

DEPARTMENT PURPOSE

The City Attorney is responsible for serving as the primary legal advisor to the City Council, the City's Boards and Commissions and City Departments. Major activities include providing legal advice and direction on an "as needed" basis to the City Council, Departments and Boards and representing the City in legal proceedings which are brought against or initiated by the City.

DEPARTMENT GOALS AND OBJECTIVES

Provide legal services in the most cost effective and efficient way possible.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

The hourly legal fees were increased from \$60 to \$100 per hour in 1997.

PERSONNEL SUMMARY

The City contracts with Attorney Dave Tranberg to provide legal services. Special services are provided by bond counsels, labor relations, and personnel attorneys on an "as needed" basis.

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund 100	Dept. 1300	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Legal Services		6020	\$5,125	\$11,086	\$725	\$13,000	\$150	\$10,000
Litigation		6025	4,375	0	0	0	0	0
Total			\$9,500	\$11,086	\$725	\$13,000	\$150	\$10,000

BUILDINGS

General Fund

DEPARTMENT PURPOSE

The General Government Building Department is responsible for providing support services for administrative buildings and departments. Major activities include providing material control and storage, building maintenance and janitorial services, mailing, computer network, telecommunications and utilities support.

SIGNIFICANT EXPENDITURES

Paper supplies for all City Hall departments have been consolidated into this department for ease in recording and tracking. Network support will continue to be out-sourced in the 2000-01 fiscal year.

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund 100	Dept. 1500	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Paper Supplies (34%)		5405	\$435	\$1,529	(\$93)	\$550	\$210	\$250
Department Supplies		5500	826	1,853	3,894	3,200	2,200	3,000
Equipment Maintenance (34%)		5705	0	0	41	450	100	2,250
Janitorial Service (17%)		5735	5,274	2,439	1,968	3,860	3,600	1,990
Building Repairs (50%)		5740	1,533	298	1,784	1,500	500	1,250
Network Support (17%)		5775	0	2,211	2,735	3,260	3,465	2,060
Telephone (50%)		6200	2,633	4,433	4,060	4,500	4,360	4,500
Utilities (17%)		6505	2,801	3,017	2,443	3,000	2,180	3,000
Travel and Conferences		7000	0	57	691	0	50	0
Capital Outlay			0	3,772	1,365	0	0	0
TOTAL			\$13,502	\$19,609	\$18,888	\$20,320	\$16,665	\$18,300

COMMUNITY DEVELOPMENT

Misc. Funds

DEPARTMENT PURPOSE

The Community Development Department has four Divisions. The Divisions include Planning, Engineering, Building, and Development Review. The Department's primary purpose is to manage the orderly development of the community by coordinating the review, approval, and inspection of development projects and improvements in the water, drainage, sewer, and street systems. The Department is also responsible for monitoring state and federal planning and development laws and providing assistance to the public in these areas.

The Planning Division is responsible for administering the orderly development of the community through the General Plan, Subdivision, and Zoning Ordinance. The major activities include coordinating the review of development projects, zoning code enforcement, and long range planning. The Division is also responsible for assisting the Planning Commission and the Design Review Board. The Division also administers community development related grants.

The Engineering Division is responsible for the orderly development of the city's water, sewer, drainage, and street system. The major activities include administering public infrastructure contracts, providing engineering design services, reviewing subdivision maps, flood plain management, and completing traffic engineering studies.

The Building Division's primary responsibility is providing building plan check and inspection services to the construction industry. Secondary responsibilities include providing assistance in enforcing the Zoning Ordinance and inspection services for public works projects.

The Development Review Division is responsible for processing all subdivisions, use permits, variances, zone amendments, subdivision maps, and improvement plans for development projects.

DEPARTMENT GOALS AND OBJECTIVES

1. Continue to improve the efficiency of the Department.
 - * Evaluate fees charged for services and adjust them when necessary to cover Department expenses.
 - * Continue to improve the efficiency of the Engineering, Building, Planning and Integrated Waste Divisions.
2. Increase the effectiveness of project review of development projects and insure the existing development standards are adequate and reflect good planning, engineering, and building practices.
 - * Update the City's Standard Improvement Specifications, Subdivision Ordinance, Zoning Ordinance and Building Codes as necessary.
 - * Complete an annual review of the City's General Plan to determine necessary amendments.
3. Utilize City staff to upgrade the City's public improvements in a cost effective manner.
 - * Prepare studies, engineering plans, and contract documents to improve the public infrastructure using City staff when possible.
 - * Provide construction inspection services using City staff when possible.
 - * Update the Capital Improvement Program on an annual basis.

SIGNIFICANT CHANGES

No significant changes are anticipated for the 2000-2001 fiscal year.

PERSONNEL SUMMARY

Classification	Staffing Levels				
	1996-97	1997-98	1998-99	1999-00	2000-01
Community Development Director	0.10	0.10	0.08	0.08	0.08
Finance Director	-	-	-	0.03	0.03
Public Works Employees	0.11	0.11	0.02	-	-
Assistant City Engineer	0.80	0.80	0.70	0.40	0.60
City Planner	0.60	0.60	0.60	0.55	0.80
Building Official/Inspector	2.00	2.00	2.00	2.00	2.00
Clerk/Typist	0.35	0.35	0.25	0.30	0.30
Account Clerk I	-	-	0.10	0.15	0.15
Engineering Technician (IPT)	-	1.00	1.00	1.00	1.00
Mechanic	-	-	-	-	0.01
Total Authorized	3.96	4.96	4.75	4.51	4.97

HISTORY OF EXPENDITURES BY CATEGORY

Description	Actual 1996-97	Actual 1998-99	Actual 1999-00	Budget 1999-00	Estimate 1999-00	Request 2000-01
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Planning Division

General Fund (100) Dept. (5000)

Salaries	5100	\$1,478	\$1,657	\$1,742	\$8,320	\$8,320	\$8,630
Benefits	5200	607	427	434	1,890	1,950	2,180
Office Supplies	5400	1,431	1,126	1,108	1,500	1,250	1,500
Advertising	6300	1,413	1,277	1,498	1,300	1,425	1,300
Travel & Conferences	7000	1,260	212	380	2,000	375	2,000
Dues & Subscriptions	7015	199	425	253	300	430	380
Planning Commission	7600	1,480	1,640	1,700	2,000	1,670	2,000
Design Review Board	7605	0	0	0	0	0	0
Capital Outlay		322	168	0	0	0	0
Assessor Files	8230	0	536	376	300	300	300
Assessor's Parcel Maps	8241	0	0	387	30	30	30
Total		\$8,190	\$7,468	\$7,878	\$17,640	\$15,750	\$18,320

Engineering Division

General Fund (100) Dept. (5100)

Salaries	5100	\$11,941	\$6,116	\$2,171	\$7,040	\$1,890	\$8,160
Part-time	5165	0	892	2,058	2,000	3,360	2,000
Overtime	5170	0	172	92	0	0	0
Vacation Buyback	5180	0	1,786	0	0	0	0
Benefits	5200	3,010	1,700	665	1,690	680	2,070
Office Supplies	5400	703	621	580	500	170	500
Department Supplies	5500	378	904	2,107	500	2,725	500
Fuel & Oil	5505	129	318	215	400	550	500
Vehicle Repair	5715	1,741	212	316	500	645	500
Equipment Repairs	5720	0	0	0	0	370	0
Tools & Small Equipment	5900	0	0	0	0	50	0
Contract Engineer	6005	310	0	0	0	0	0
Personnel Services	6035	0	0	1,641	0	205	0
Advertising	6300	0	143	310	0	0	0
Travel & Conference	7000	471	40	62	800	100	800
Dues & Subscriptions	7015	588	385	0	600	0	600
Capital Outlay		0	0	0	0	410	0
Total		\$19,271	\$13,289	\$10,217	\$14,030	\$11,155	\$15,630

Description	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
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Building Division

Development Fund (120) Dept. (3000)

Salaries	5100	\$74,333	\$78,289	\$69,197	\$65,830	\$57,280	\$65,870
Vacation Buyback	5180	135	328	792	350	850	0
Benefits	5200	19,565	19,513	15,313	13,030	11,050	15,630
Office Supplies	5400	369	673	438	600	480	600
Department Supplies	5500	458	492	464	500	775	500
Fuel & Oil	5505	1,154	1,114	931	1,500	1,405	1,500
Equipment Maintenance	5705	0	0	0	0	0	450
Vehicle Repair & Maintenance	5715	2,393	831	2,076	2,000	670	1,670
Janitorial Service (5%)	5735	275	368	347	585	545	600
Building Repairs (10%)	5740	16	14	0	0	0	150
Contract Plan Checking	6005	0	0	1,467	0	0	0
Personnel Services	6035	0	0	0	0	200	0
Telephone	6200	0	0	199	200	80	200
Auto Insurance	6350	1,460	1,440	1,460	1,460	1,460	1,460
Utilities	6505	532	444	431	500	385	500
Travel & Conferences	7000	1,200	1,059	2,313	3,000	1,035	3,000
Certification Exams	7010	345	279	2,932	500	185	500
Dues & Subscriptions	7015	285	626	554	650	725	650
Distributed Charges	9250	2,685	2,517	2,500	0	0	0
City Hall Rent Expenses	9050	0	1,698	1,358	1,720	1,720	1,720
Capital Outlay		0	5,428	0	500	385	
Code Books	8141	193	0	1,416	500	650	400
Digital camera	8010						800
Total		\$105,398	\$115,113	\$104,188	\$93,425	\$79,880	\$96,200

Rio Dell Building Division

Development Fund (120) Dept. (3050)

Salaries	5100			\$34	\$1,200	\$830	\$1,200
Benefits	5200			9	300	150	300
Total		\$0	\$0	\$43	\$1,500	\$980	\$1,500

Development Review Division

Development Fund (120) Dept. (3100)

Salaries	5100	\$32,324	\$28,852	\$27,151	\$54,870	\$44,860	\$60,190
Vacation Buyback	5180	199	1,706	41	0	565	400
Benefits	5200	9,010	7,589	6,598	11,550	8,735	13,420
Departmental Supplies	5500	0	0	0	0	0	0
Map Check Services	6005	0	4,085	4,607	5,000	6,720	7,000
Advertising	6300	60	0	0	0	0	0
Total		\$41,593	\$42,232	\$38,397	\$71,420	\$60,880	\$81,010
Total Department		\$174,452	\$178,102	\$160,723	\$198,015	\$168,645	\$212,660

COMMUNITY PROMOTION

General Fund

DEPARTMENT PURPOSE

The purpose of the Community Promotion Department is to assist local community efforts in stimulating tourism, retail business, and economic development activities. Since staff is limited, much of the work is done in cooperation with the Fortuna Chamber of Commerce, Fortuna Redevelopment Agency, and Fortuna Business Improvement District.

DEPARTMENT GOALS AND OBJECTIVES

1. Contract with the Fortuna Chamber of Commerce to continue the annual cooperative arrangement between the City and Chamber to fund important promotional activities in Fortuna.
 - * Continue support of Fortuna Rodeo Week providing rodeo grounds maintenance, clean-up, and law enforcement services. The City's contribution is staff support from the Parks and Recreation Department and from the Police Department.
2. Contract with Fortuna Chamber of Commerce to operate a Tourism Promotion Program during the summer months.
 - * Work with Chamber to develop regional cooperation for tourism promotion.
 - * Provide extra staff to Fortuna's Tourism Center from July 1 through Labor Day.
3. Continue to support the Fortuna Business Improvement District by matching the funds collected from businesses in the City.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

We plan on devoting some time to updating the City's web site on a regular basis.

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund 100	Dept. 5200	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Advertising		6300	\$0	\$110	\$0	\$0	\$0	\$0
Chamber of Commerce		6800	13,000	15,500	13,000	13,000	13,000	13,000
NervNet Participation		6810	1,000	1,000	0	0	0	0
Redwood Empire Assoc.		7620	500	750	500	750	750	750
Business Improvement District		7625	27,959	27,227	28,651	28,000	29,400	28,000
Tourism Brochure		7630	0	3,537	5,565	7,000	1,000	8,000
Humboldt Visitor & Convention		6815	0	0	3,500	3,500	3,500	4,000
Web Site Host & Maintenance		5780	0	0	0	0	0	1,090
Total			\$42,459	\$48,124	\$51,216	\$52,250	\$47,650	\$54,840

DEBT SERVICE

DEPARTMENT PURPOSE

The general debt department centralizes Fortuna's long term debt program providing the public information on the types of debt obligations due note and bond holders.

EXISTING LONG TERM DEBT

	Budget	Request	General	Development	Water	Sewer	Assessment	Lease Payment	Redevelopment
	1999-00	2000-01	Fund	Fund	Fund	Fund	Fund	Fund	Agency
Campton Heights Water System: On July 1, 1985, the City purchased the CHWS for \$443,031. The purchase was financed through an agreement with the former shareholder of the Utility. We will make 12 monthly payments of \$4,166 including interest at 10.13%. Final Payment, July 2010. Balance \$313,522, Interest \$30,889, Principle \$19,101.	\$49,990	\$49,990			\$49,990				
The Fortuna Assessment District #1 was created in 1979 to finance the local share of the installation of sewers in the Rohnerville / Campton Heights area and the additions to the treatment plant necessary to treat the additional effluent. Assessment bonds issued in the amount of \$1,005,350 were sold to FMHA bearing an interest rate of 5%. Maximum maturity date on the bonds is 40 years. The bonds are not a general obligation to the City. Final Payment, July 2018. Balance \$495,000, Interest \$24,750, Principle \$20,000.	45,750	44,750					\$44,750		
Semi-Annual Lease Payment to FmHA for COP Funds used to Remodel City Hall. COP issued 3/1/95 for \$400,000 at 6.875 % for 25 years. Balance \$360,500, Principle \$9,500, Interest \$24,784. Several Funds will contribute to the Lease Payments due 2/15 & 8/15.	34,403	34,284	\$18,513	\$1,714	5,486	\$6,857			\$1,714
Annual Payment to California Cities Financing Corporation to construct California Conservation Corp Regional Center. Certificates of Participation issued at Par Value at \$2,950,000 with proceeds paid at 6.0% to 7.375% interest for 25 years. Payment commences September, 1993, and concludes March, 2017. Balance \$2,570,000, Principle \$70,000, Interest \$186,856.	\$256,718	\$256,856						\$256,856	
One million gallon tank, 250,000 gallon tank, and 10" main on School Street, installment sale agreement with Fortuna Public Improvement Corporation. Balance \$867,000, Interest of \$60,690 at 7% and a certificate payment of \$35,000. Final Payment January 15, 2015.	95,030	95,690			\$95,690				
Total	\$481,891	\$481,570	\$18,513	\$1,714	\$151,166	\$6,857	\$44,750	\$256,856	\$1,714
Principle	143,268	153,601	5,130	475	55,621	1,900	20,000	70,000	475
Interest	338,523	327,969	13,383	1,239	95,545	4,957	24,750	186,856	1,239
Total	\$481,791	481,570	\$18,513	\$1,714	\$151,166	\$6,857	\$44,750	\$256,856	\$1,714

FINANCE

General Fund

DEPARTMENT PURPOSE

The Finance Department is responsible for providing financial management of all City funds and administering internal support functions for all City Departments. Major activities include maintaining the City's investment program; preparing special management and financial forecasts and analysis; developing the annual budget; monitoring revenues and expenditures on a monthly basis; maintenance of the City's pay plan; accounts payable; accounts receivable; payroll; revenue collection service; business license enforcement; word processing support; computer operations; utility billing; and monitoring compliance with purchasing procedures.

DEPARTMENT GOALS & OBJECTIVES

1. Assist in development and implementation of the annual budget.
2. Monitor all Federal and State legislation and implement changes.
3. Review City ordinances and policies to determine current applicability.
4. Help in the administration of the Housing Rehabilitation loans.
5. Evaluate computer processing needs and plan for future development.
6. Development of an accounting policies and procedures manual.
7. Review and improve internal control structure and policies.

SIGNIFICANT EXPENDITURES / STAFFING CHANGES

No staffing changes are anticipated during the 2000-2001 fiscal year.

PERSONNEL SUMMARY

Classification	Staffing Levels				
	1996-97	1997-98	1998-99	1999-00	2000-01
Finance Officer	0.55	0.55	0.55	0.52	0.51
Office Supervisor	-	-	0.34	0.34	0.34
Account Clerk II	0.50	0.50	0.50	0.50	0.30
Account Clerk II	0.20	0.20	-	-	-
Clerk/Typist	0.55	0.55	0.55	0.50	0.50
Account Clerk I	-	0.34	0.20	0.15	0.15
Administrative Clerk	0.15	-	-	-	-
Total Authorized	1.95	2.14	2.14	2.01	1.80

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund	Dept.	Actual	Actual	Actual	Budget	Estimate	Request
	100	1200	1996-97	1997-98	1998-99	1999-00	1999-00	2000-01
Salaries		5100	\$55,339	\$53,665	\$57,054	\$58,170	\$58,325	\$56,600
Overtime		5170	5,613	2,751	1,429	1,200	970	1,200
Vacation Buyback		5180	657	327	396	1,000	795	1,000
Benefits		5200	15,724	13,716	13,532	13,000	11,915	12,050
Office Supplies		5400	4,799	4,269	4,036	4,500	3,500	4,500
Computer Software		5410	0	0	500	1,000	0	1,000
Equipment Maint. (40%)		5705	4,441	2,779	2,821	2,500	2,340	1,000
Software Maint. (40%)		5710	1,354	1,929	2,449	2,320	2,175	2,400
Acctg Software Training		6015	0	741	0	2,100	2,302	2,300
Personnel Services		6035	0	631	0	0	0	0
Advertising		6300	2,015	2,463	1,941	2,000	2,120	2,000
Travel and Conferences		7000	2,243	858	1,756	3,000	2,510	3,000
Dues and Subscriptions		7015	517	715	712	900	890	900
Distributed Charges		9200	(1,704)	(1,517)	(1,500)	0	0	0
Capital Outlay			3,837	2,824	4,132	4,675	3,770	
Cabinet		8011						300
Color Ink-Jet Printer		8012						500
Chairs (2)		8013						500
Shelving		8014						250
Ledger Shelves		8015						600
			\$554					
Total			\$94,835	\$86,151	\$89,258	\$96,365	\$91,612	\$90,100

LIBRARY

General Fund

DEPARTMENT PURPOSE

The City of Fortuna Library provides information, reading, audio, and visual materials to assist the public in finding what it needs regardless of the educational level and research skills of the individual.

The present library has reached capacity at 18,000 books and has a monthly circulation around 9,000 books per month. Four years ago, the library received a new computer system that is attached to the central branch in Eureka. The new system allows greater access to all library services.

The City has signed a memorandum of understanding between the City of Fortuna and the Humboldt County Library. The MOU transfers all library equipment owned by the City of Fortuna to the County. The County Library is responsible for maintenance, supplies, and property insurance of this equipment. All income earned on use of copier is transferred to the County.

The City owns the library building and pays for building repairs and maintenance, janitorial services, utilities, and property and liability insurance on the building.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

There are no significant changes proposed for 2000-01.

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund 100	Dept. 5500	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Part-time/Temporary		5160	\$55	\$0	\$0	\$0	\$0	\$0
Benefits		5200	9	0	0	0	0	0
Supplies		5500	977	146	407	150	475	150
Janitorial Services (17%)		5735	1,525	1,024	1,042	1,050	1,005	1,990
Building Repairs		5740	626	230	429	300	585	500
Utilities		6505	2,010	2,089	2,037	2,100	2,190	2,100
Total			\$5,138	\$3,489	\$3,915	\$3,600	\$4,255	\$4,740

MISCELLANEOUS NON-DEPARTMENTAL

General Fund

DEPARTMENT PURPOSE

The miscellaneous non-departmental budget is responsible for administering the City's personnel and labor relations system and providing personnel services to all City Departments. It also finances City administrative services such as codification and audits. The City Manager/City Clerk and Finance Director manage this Department.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

This year's budget includes monies to pay for the municipal audit contract with the accounting firm of Terry E. Krieg. Audit charges for the special agencies will be paid from individual accounts.

AUDIT FEE DISTRIBUTION

Entity	1996-97	1997-98	1998-99	1999-00	2000-01
City of Fortuna	\$9,000	\$9,000	\$9,000	\$9,875	\$9,875
Public Improvement Corporation	1,000	1,000	1,000	1,000	1,000
Redevelopment Agency	3,500	3,500	3,500	3,625	3,625
Single Audit Act	2,000	2,000	2,000	1,000	1,000
Comprehensive Annual Financial Report	2,500	0	0	0	0
Total	\$18,000	\$15,500	\$15,500	\$15,500	\$15,500

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund	Dept.	Actual	Actual	Actual	Budget	Estimate	Request
	100	1400	1996-97	1997-98	1998-99	1999-00	1999-00	2000-01
Audit Fees		6000	\$8,050	\$7,305	\$5,948	\$6,525	\$6,025	\$6,525
Mandated Costs Claims		6025	0	0	0	0	1,070	1,100
Labor Relations Services		6030	5,309	0	53	1,000	0	1,000
ICMA P/T Annual Fee		6040	500	625	375	650	500	650
Codifications		6225	537	849	77	0	0	0
HAZMAT JPA		6615	3,324	3,267	1,401	1,400	1,945	3,500
County Admin. Fees		6700	5,844	5,838	6,512	6,000	8,000	8,000
Election Expenses		6710	0	22	1,206	0	70	0
RSVP		6805	5,443	5,579	5,707	5,815	5,815	5,900
LOCC Dues		7020	2,609	2,634	2,710	2,650	2,840	2,800
Audit-County Prop Tax Admin		6003	0	0	0	5,000	5,000	0
Miscellaneous			1,258	0	81	0	80	0
Total			\$32,874	\$26,119	\$24,070	\$29,040	\$31,345	\$29,475

PARKS AND RECREATION

General Fund

DEPARTMENT PURPOSE

The Parks and Recreation Department has three divisions which include Parks, Recreation and the Depot Museum. The Department is also responsible for the operation of the Senior/Disabled Bus.

The Parks Division provides for the maintenance and landscaping of the City Parks, Fortuna Boulevard Medians, Monday Club, River Lodge, Bulb Sidewalks, City Hall, Library and Chamber of Commerce.

The Recreation Division is responsible for the administration of a comprehensive leisure program that meets the community's recreational needs. The Recreation Division administers the reservations and scheduling of all park facilities. Recreation Staff handle the daily reservations and dispatching of drivers for the Senior/Disabled Bus Service. Recreation Staff provide secretarial support for the Parks and Recreation Commission.

The Depot Museum Division provides support staff to the Historical Commission that was established specifically for the preservation of the Northwestern Pacific Depot. The Depot currently houses items that pay homage to Fortuna and the Eel River Valley's heritage. Train, Timber, and Fishing are the main display themes. Parks Staff assist the Historical Commission and Curator in hanging or moving displays. They are also responsible for building repairs, maintenance and improvements made to the facility. Recreation Staff provide secretarial support for the Historical Commission.

DEPARTMENT GOALS AND OBJECTIVES

1. Maintain and improve the quality of appearance of all public facilities.
 - * Continue utilizing volunteers and community service groups for Improvement Projects.
 - * Continue joint maintenance agreements with schools and sports leagues.
 - * Evaluate current work practices and implement methods for increasing efficiency and productivity.
2. Develop community involvement in recreation programs and activities.
 - * Continue working with the Chamber of Commerce and FBID on promotional events and activities in the City.
 - * Solicit new grant funding sources for providing sponsorships or camperships in City programs.
 - * Establish fund and solicit donations for construction of an additional basketball court in Rohner Park.
3. Involve the Depot Museum in Citywide Festivals. Promote monthly exhibits through use of local media. Promote Depot for use by schools for classroom tours and local history research.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

No significant changes are anticipated for fiscal year 2000-01.

PERSONNEL SUMMARY

Classification	Staffing Levels				
	1996-97	1997-98	1998-99	1999-00	2000-01
Parks & Rec Director	1.00	1.00	1.00	1.00	1.00
Park Maintenance Lead Worker	0.70	0.70	0.70	1.00	1.00
Park Maintenance Worker I	-	1.00	1.50	2.00	2.00
Park Maintenance Worker II	1.00	-	-	-	-
Administrative Clerk	-	-	0.40	0.40	0.40
Seasonal/Part-time Worker (4 PT)	2.70	2.70	2.70	2.70	2.70
Office Supervisor	1.00	1.00	-	-	-
Secretary (3 PT)	2.00	2.00	1.00	1.00	1.00
Recreation Leaders (8 PT)	1.20	1.20	1.20	1.20	1.20
Recreation Aides (8 PT)	1.60	1.60	0.25	0.25	0.25
Recreation Program Supervisors (3 PT)	0.50	0.50	0.75	0.75	0.75
Museum Curator (PT)	0.49	0.49	0.49	0.49	0.49
Total Authorized	12.19	12.19	9.99	10.79	10.79

HISTORY OF EXPENDITURES BY CATEGORY

Description	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01	
Recreation Division							
General Fund (100) Dept. (5400)							
Salaries	5100	\$26,448	\$16,835	\$23,330	\$26,280	\$21,140	\$27,170
Part-time/Temporary	5160	87,075	91,657	73,078	60,000	67,700	60,000
Overtime	5170	637	1,024	684	500	350	500
Vacation/Sick Leave Buyback	5180	704	11	0	0	600	0
Benefits	5200	19,102	15,855	11,359	10,130	9,130	10,760
Office Supplies	5400	1,469	1,672	1,919	1,800	1,990	1,900
Department Supplies	5500	3,234	4,539	4,191	3,000	3,040	3,000
Vehicle Fuel & Oil	5505	302	424	25	400	0	0
Janitorial Service	5735	693	1,282	1,470	0	0	0
Personnel Services	6035	0	238	668	1,000	360	1,000
Telephone	6200	1,729	1,609	2,683	1,500	2,590	2,500
Advertising	6300	534	732	519	1,000	260	1,000
Utilities	6505	1,488	1,629	1,990	1,700	2,110	1,900
Travel & Conferences	7000	291	190	180	500	280	750
Dues & Subscriptions	7015	75	76	120	150	150	150
Sports Officials	7200	13,686	11,658	10,449	13,000	10,300	13,000
Swim Program Bus Rental	7205	5,089	4,599	4,599	5,000	4,615	5,000
Swim Lessons-CR	7210	2,390	2,180	3,120	3,500	2,350	3,500
Adult Sports League	7215	1,604	2,067	2,316	2,000	1,050	2,000
Summer Rec. Program	7220	1,904	3,202	2,338	3,000	2,600	3,000
Youth Basketball League	7225	3,022	3,775	1,088	2,000	1,040	2,000
Skating Program	7230	1,230	2,230	1,322	2,000	1,870	2,000
After School Supplies	7235	940	831	899	1,000	325	1,000
Teen Program	7240	1,479	521	0	0	0	0
Roller Hockey Program	7246	0	0	1,568	0	0	0
Senior Program	7245	1,070	0	8	0	0	0
Mangini Grant Expenses	7250	0	0	2,130	0	0	0
Capital Outlay		3,531	0	0	0	0	0
Total		\$179,726	\$168,836	\$152,053	\$139,460	\$133,850	\$142,130

Description		Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Parks Division		General Fund (100) Dept. (5450)					
Salaries	5100	\$52,975	\$49,322	\$63,123	\$87,690	\$77,630	\$96,770
Part-time/Temporary	5165	21,769	22,914	18,276	25,000	24,665	25,000
Overtime	5170	1,277	2,052	4,474	2,000	4,000	2,000
Vacation/Sick Leave Buyback	5180	1,410	22	1,303	0	600	0
Benefits	5200	12,735	10,570	17,905	22,760	19,680	25,620
Office Supplies	5400	490	558	353	500	205	500
Computer Software	5410	0	0	311	0	0	0
Department Supplies	5500	8,075	11,330	14,746	10,000	13,300	14,000
Vehicle Fuel & Oil	5505	453	636	1,000	1,400	4,500	4,500
Equipment Fuel & Oil	5510	1,468	2,521	2,148	2,000	915	2,000
Janitorial & Paper Supplies	5565	0	0	0	0	0	0
Special Event Supplies	5570	0	0	0	0	0	0
Office Equipment Maintenance	5705	0	0	0	900	900	900
Vehicle Repairs & Maintenance	5715	2,439	1,957	5,453	2,500	3,600	2,500
Equipment Maintenance	5720	2,752	5,216	7,751	3,000	4,300	3,500
Building Repairs & Maintenance	5740	10,409	5,644	3,020	3,000	2,100	3,000
Park Maintenance Supplies	5741	0	0	8,758	1,500	1,530	1,500
Median Maintenance Supplies	5742	0	0	0	2,000	0	500
Pavilion Maintenance	5743	308	557	667	1,000	1,600	1,500
Vandalism Repair	5745	3,269	5,240	1,245	2,500	300	2,500
Weed Abatement	5750	0	0	0	0	0	700
Contract Tree Trimming	5755	340	1,064	760	1,000	775	1,000
Tools & Small Equipment	5900	1,313	2,266	2,398	2,000	1,275	2,000
CCC Contract Work	6015	0	0	0	5,000	0	0
Personnel Services	6035	0	476	2,796	1,500	3,000	1,500
Utilities	6505	14,864	16,269	14,927	15,000	15,365	15,000
Travel & Conferences	7000	291	189	817	500	600	750
Dues & Subscriptions	7015	100	100	42	200	30	100
Sports Field Maintenance	7215	1,604	2,067	855	2,000	100	2,000
Capital Outlay		4,496	6,224	14,655	0	1,610	0
Pavilion Emergency Exit Repairs	8016						900
Floor & Wall Repair- Park Office	8017						400
Total		\$142,837	\$147,194	\$187,783	\$194,950	\$182,580	\$210,640

Depot Museum		General Fund (100) Dept. (5600)					
Museum Curator	5165	\$7,749	\$7,856	\$7,594	\$8,000	\$7,975	\$8,000
Benefits	5200	374	358	335	460	370	460
Office Supplies	5400	21	3	0	100	40	100
Department Supplies	5500	263	326	81	300	225	300
Alarm System	5730	216	0	216	0	220	220
Janitorial	5735	100	0	0	0	0	0
Building Repair & Maintenance	5740	550	432	15	500	420	500
Telephone	6200	519	467	371	500	310	500
Advertising	6300	34	92	75	100	50	100
Utilities	6505	2,326	1,420	1,920	1,500	1,960	1,600
Capital Outlay		0	3,176	0	0		0
Total		\$12,152	\$14,130	\$10,607	\$11,460	\$11,570	\$11,780

Total Parks & Recreation		\$334,715	\$330,160	\$350,443	\$345,870	\$328,000	\$364,550
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POLICE

General Fund

DEPARTMENT PURPOSE

The Police Department is responsible for the protection of life and property through maintenance 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 opinion and involvement, engaging in police-community crime prevention, public safety education and cooperative 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.

DEPARTMENT GOALS AND OBJECTIVES

1. To maintain and enhance, if possible, the level of service to the growing community by deploying personnel and resources effectively and utilizing volunteers.
2. To be good financial managers; expending fiscal resources wisely and at the same time developing and expanding city revenues when applicable.
3. To enhance our police-community relationships through new and existing programs.
4. To emphasize departmental training and personnel development in order to professionally serve the community.
5. To adhere to the Police Code of Ethics and the Fortuna Police Department Statement of Values.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

We expect to incur additional expenses related to increased booking fees, and drunk driving fees. We would also like to add a Police Trainee position to enhance our recruitment capabilities.

PERSONNEL SUMMARY

Classification	Staffing Levels				
	1996-97	1997-98	1998-99	1999-00	2000-01
Chief of Police	1.00	1.00	1.00	1.00	1.00
Sergeants	3.00	3.00	3.00	3.00	3.00
Police Officers	8.00	8.00	8.00	8.00	8.00
Police Trainee	-	-	-	-	1.00
Problem Oriented Policing/Drug Officer	1.00	1.00	1.00	1.00	1.00
Youth Services Officer	1.00	1.00	1.00	1.00	1.00
Crime Prevention Officer	1.00	1.00	1.00	1.00	1.00
Dispatchers	3.00	-	-	-	-
Office Supervisor	1.00	1.00	1.00	1.00	1.00
Community Service Officer II	2.00	5.00	5.00	5.00	5.00
Community Service Officer III	1.00	1.00	-	-	-
Part-time Temporary	0.50	0.50	0.50	0.75	0.50
Total Authorized	22.50	22.50	21.50	21.75	22.50

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund	Dept.	Actual	Actual	Actual	Budget	Estimate	Request
	100	2000	1996-97	1997-98	1998-99	1999-00	1999-00	2000-01
Police Department								
Salaries		5100	\$486,559	\$503,051	\$483,760	\$546,400	\$513,915	\$566,130
Part-time & Temporary		5165	8,204	4,506	10,085	13,000	9,730	13,500
Overtime		5170	51,731	46,091	50,276	57,200	46,250	58,340
Vacation/Sick Leave Buyback		5180	7,736	2,515	5,658	7,000	5,830	7,000
Benefits		5200	187,432	145,919	158,522	159,870	140,545	174,770
Uniform Allowance		5260	5,733	5,488	6,517	8,600	6,470	8,600
Office Supplies		5400	4,443	5,865	6,744	7,000	9,100	8,000
Computer Software		5410	0	0	1,244	0	305	0
Department Supplies		5500	9,961	14,092	13,120	12,000	13,820	13,500
Vehicle Fuel & Oil		5505	17,325	16,696	13,686	16,000	17,195	18,000
Ammunition/Range Supplies		5515	2,486	1,935	3,079	2,400	2,405	2,550
K-9 Maintenance		5530	3,046	1,442	533	1,500	41	0
Radio & Equipment Maint.		5700	5,511	2,767	3,062	4,000	3,180	4,000
Office Equipment Maint.		5705	4,944	7,077	6,048	7,500	6,895	7,500
Vehicle Repairs & Maint.		5715	27,814	26,422	23,553	25,000	18,500	20,900
Equipment Repairs & Maint.		5720	0	551	288	500	675	0
Janitorial Service (42%)		5735	1,338	4,148	5,498	3,860	3,775	4,980
Building Repairs (40%)		5740	711	325	708	1,000	400	1,000
Network Support (50%)		5775	0	0	0	0	0	6,180
Professional Services		6025	0	665	1,709	1,500	100	1,500
Recruitment Services		6035	14,518	8,126	14,309	13,000	4,505	13,000
Telephone		6200	13,208	13,091	13,133	13,500	9,720	13,500
CLEWS Service		6215	1,040	1,838	2,711	3,000	2,660	4,010
CLETS Service		6220	1,423	1,777	1,658	2,800	1,730	2,800
Advertising		6300	946	490	552	750	400	750
Utilities (50%)		6505	8,873	7,396	7,187	8,800	6,420	8,800
DUI/DOJ Testing Fees		6600	0	0	0	5,200	2,960	6,440
Booking Fees		6705	2,742	8,331	6,854	10,200	9,325	13,350
Travel & Conferences		7000	578	4,620	1,721	2,100	3,445	2,100
Training Expenses		7005	10,143	11,313	13,989	17,000	13,390	17,000
Dues & Subscriptions		7015	919	621	1,041	1,000	1,100	1,000
Special Expense		7405	7,391	5,692	6,642	6,500	7,820	7,000
SCOP Volunteers		7415	202	1,662	1,495	2,500	1,000	2,500
Police Explorer		7420	3,449	1,461	0	1,500	315	1,500
Police Chaplains		7425	1,311	669	2,465	2,500	1,120	2,500
Abandoned Vehicle Expense		7450	0	546	1,500	1,500	2,020	3,500
Capital Outlay			26,829	10,481	29,126	1,750	3,845	
Vehicle/Lightbar/Cage		8270	25,369	26,730	51,784	27,200	28,245	30,470
Gas Masks (17)		8018						3,500
Office Chairs (8)		8019						1,600
Dispatch A/C		8020						1,500
Total			\$943,915	\$894,399	\$950,257	\$995,130	\$899,151	\$1,053,270

Community Service Officer III

Dept. (2100)

Salaries	5100	\$5,235	\$0	\$0	\$0	\$0	\$0
Overtime	5170	0	0	0	0	0	0
Benefits	5200	3,793	0	0	0	0	0
Uniform	5260	0	0	0	0	0	0
Total		\$9,028	\$0	\$0	\$0	\$0	\$0

Description	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
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Problem Oriented Policing/Drug Enforcement

Dept. (2200)

Salaries	5100	\$24,241	\$30,927	\$28,679	\$30,080	\$31,260
Overtime	5170	4,156	7,360	12,340	5,460	5,460
Vacation/Sickleave Buyback	5180	1,663	0	272	1,000	1,000
Benefits	5200	10,850	8,021	11,738	9,690	11,000
Uniform Allowance	5260	500	500	500	500	500
Vehicle Fuel & Oil	5505	874	820	1,084	1,290	1,860
Vehicle Repair	5715	932	355	1,007	1,100	1,335
Training	7005	16	2,933	0	1,000	1,000
Total		\$43,232	\$50,916	\$55,620	\$50,120	\$53,415

Youth Services

Dept. (2300)

Salaries	5100	\$29,866	\$30,757	\$31,392	\$32,050	\$33,155	\$28,810
Overtime	5170	2,937	1,476	2,167	2,500	3,220	2,500
Vacation/Sickleave Buyback	5180	0	0	663	0	500	500
Benefits	5200	12,696	9,655	11,779	9,590	9,995	7,620
Uniforms	5260	250	500	500	500	500	500
Departmental Supplies	5500	5,356	8,710	4,287	5,500	5,310	5,500
Travel and Conference	7000	176	591	0	0	700	0
Training	7005	1,525	582	897	2,500	0	2,500
Total		\$52,806	\$52,271	\$51,685	\$52,640	\$53,380	\$47,930

Dept. (2400)

Disaster Supplies	5500	\$793	\$1,000	\$600	\$600	\$600	\$600
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Crime Prevention

Dept. (2500)

Salaries	5100	\$25,871	\$29,561	\$30,400	\$32,050	\$33,022	\$34,240
Overtime	5170	6,725	6,784	10,622	3,420	7,410	3,420
Vacation/Sickleave Buyback	5180	264	0	285	1,000	0	1,000
Benefits	5200	12,056	9,626	11,946	9,720	9,890	11,380
Uniform Allowance	5260	208	500	500	500	500	500
Department Supplies	5500	1,177	602	1,480	1,500	0	1,500
Training	7000	0	0	0	0	0	1,000
COPS More Grant	8075	4,275	0	0	0	0	0
Total		\$50,576	\$47,073	\$55,233	\$48,190	\$50,822	\$53,040

Police Trainee

Dept. (2900)

Salaries	5100						\$19,000
Overtime	5170						1,000
Vacation/Sickleave Buyback	5180						500
Benefits	5200						7,360
Uniform Allowance	5260						1,000
Training	7000						2,500
Total		\$0	\$0	\$0	\$0	\$0	\$31,360

Description		Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Demonstration Response		Dept. (2600)					
Salaries	5100	\$7,839	\$1,608	\$0	\$0	\$2,005	\$0
Overtime	5170	2,855	2,300	0	0	0	0
Benefits	5200	3,312	767	0	0	260	0
Department Supplies	5500	189	461	0	0	105	0
Vehicle Fuel & Oil	5505	0	150	0	0	0	0
Vehicle Repairs & Maintenance	5715	0	50	0	0	0	0
Tools & Small Equipment	5900	0	349	0	0	0	0
Professional Services	6025	0	1,533	0	0	0	0
Training	7000	0	0	0	0	0	0
Total		\$14,195	\$7,218	\$0	\$0	\$2,370	\$0

Animal Control		Dept. (2800)					
Salaries-Stipend	5100				\$6,800	\$1,800	\$1,800
Benefits	5200				520	450	280
Department Supplies	5500				2,000	2,500	2,000
Advertising	6300				1,000	0	0
Training Expenses	7005				500	935	2,000
Humane Society Fees	7400	6,748	7,426	7,587	0	0	0
Veterinary Expense	7455				300	435	500
Total		\$6,748	\$7,426	\$7,587	\$11,120	\$6,120	\$6,580

Grant Expenditures							
COPS Supplemental	8074	\$23,412	\$22,078	\$19,102	\$0	\$23,000	\$23,000
LLEBG Patrols				2,656	7,100	8,415	9,000
CLETEP Program	8076						10,440
Total		\$23,412	\$22,078	\$21,758	\$7,100	\$31,415	\$42,440
Total Police Department		\$1,135,677	\$1,082,381	\$1,142,740	\$1,164,900	\$1,043,858	\$1,288,635

PUBLIC WORKS

Various Funds

DEPARTMENT PURPOSE

The mission of the Public Works Department is to furnish excellent service to the City in the area of public infrastructure in the most efficient and effective manner possible.

The Public Works Department has four divisions, Administration, Maintenance, Utilities, and Construction. Major activities include management, maintenance and operation of the street and storm drain systems, water and sewer systems, buildings and grounds, and vehicle fleet and equipment. Public Works is also responsible for the construction and implementation of most of the City's annual capital improvement projects and all City Engineering functions.

The Administrative Division is responsible for the oversight, coordination, planning, programming and execution of the Department's programs.

The Maintenance Division is responsible for the street system which includes maintenance of approximately 52 miles of streets, 400 traffic control signs, the roadway stripping and pavement markings, and street sweeping programs. The Division handles roadside maintenance, weed abatement, fleet maintenance, equipment maintenance (construction and portable) and facility maintenance. The Division is responsible for the storm drain system including maintenance of the 300 drainage structures in the system, several miles of drainage ditches, pipeline facilities and stream clearance activities. The Division is responsible for the maintenance and repair of the City's 600 street light system.

The Construction Division is made up of personnel from both the Utility and Maintenance Divisions and completes capital improvement projects and major repair projects for the City. The size of the crew varies depending on the size of the project they are working on. Types of projects include water, sewer, and storm drain pipe installation; road reconstruction and overlays; sidewalks; and facility modifications.

The Utilities Division is addressed on separate pages within this document. (See Wastewater and Water Divisions).

DEPARTMENT GOALS AND OBJECTIVES

1. Improve the quality of leadership and employee efficiency within the Public Works Department.
 - * Remain flexible and proactive to the City's changing needs.
 - * Provide quality construction in the most efficient and effective manner possible.
 - * Maintain good discipline and morale within the Department.
2. Actively enforce City Ordinances pertaining to Public Works operations.
 - * Enforce the Weed Abatement Program.
 - * Maintain the Hazard Communication Program.
3. Minimize flooding hazards through the continued use of a regular maintenance program.
 - * Annual review of the condition of the City's creeks to insure proper functioning.
 - * Maintain a program for cleaning drainage inlets and ditches as needed prior to the winter storm season.
 - * Upgrade storm drain system to correct local flooding problems.
4. Improve traffic safety within the City.
 - * Maintain traffic signals.
 - * Conduct street stripping and crosswalk maintenance.
 - * Improve traffic control sign visibility and reflectance by changing signs when needed.
 - * Provide traffic engineering support.
 - * Maintain street light system.
5. Improve the structural integrity of streets and alleys.
 - * Coordinate street overlays with utility pipe replacement programs.
 - * Grade, clean and gravel all alleys within the City.
 - * Implement a program of saw cutting and patching broken pavement areas.
 - * Carry out the pavement management program.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

We have added a Gas Tax Engineering and Administration Department. The Gas Tax Engineering and Administration Fund revenues can be used only for engineering and administration related to street projects. We are allocating a portion of management and engineering salaries to the department.

PERSONNEL SUMMARY

Classification	Staffing Levels				
	1996-97	1997-98	1998-99	1999-00	2000-01
Public Works Director	0.25	0.25	0.25	0.25	0.25
Administrative	-	-	-	-	0.06
Administrative Clerk	-	-	0.10	0.10	0.10
Street Superintendent	0.74	0.74	0.74	1.00	1.00
Equipment Operator	0.91	0.91	0.75	0.90	0.80
Street Maintenance Worker I	-	1.00	0.25	2.00	2.00
Street Maintenance Worker II	2.00	2.00	1.20	1.00	1.00
Facility Maintenance Worker (1 PT)	-	0.80	0.30	0.30	0.30
Equipment Mechanic	1.00	1.00	1.00	1.00	0.71
Carpenter	0.80	0.80	0.70	0.80	0.80
Seasonal/Part-time Worker (6 PT)	3.20	3.20	4.80	4.80	4.80
Total Authorized	5.70	7.50	5.29	7.35	7.02

HISTORY OF EXPENDITURES BY CATEGORY

Description	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
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Public Works Administration

General Fund (100) Dept. (4000)

Salaries	5100	\$14,979	\$12,155	\$13,872	\$15,370	\$15,285	\$13,130
Part-time/Temporary	5165	0	0	0	0	0	0
Vacation/Sick Leave Buyback	5180	0	0	0	0	0	0
Benefits	5200	3,463	2,646	3,118	2,900	2,890	2,710
Office Supplies	5400	939	805	472	750	350	350
Department Supplies	5500	0	549	7	500	75	100
Vehicle Fuel	5505	0	0	0	0	0	500
Office Equip. Maint.	5705	256	270	418	300	50	100
Vehicle Repairs	5715	0	0	0	0	0	500
Personnel Services	6035	817	1,243	367	500	1,540	800
Telephone	6200	373	28	0	0	0	0
Advertising	6300	0	89	0	100	50	50
Travel & Conferences	7000	0	259	127	300	100	300
Dues & Subscriptions	7015	75	136	245	150	0	150
Underground Tanks	7815	200	2,000	0	0	0	0
Capital Outlay		0	2,380	0	0	0	0
Total		\$21,102	\$20,180	\$18,626	\$20,870	\$20,340	\$18,690

Storm Drain Maintenance

Storm Drainage Fund (200) Dept. (4300)

Salary	5100	\$7,534	\$13,274	\$20,739	\$34,860	\$24,840	\$15,800
Part-time/Temporary	5165	5,310	3,460	1,549	3,400	3,200	3,400
Vacation/Sick Leave Buyback	5180	287	0	59	0	200	175
Overtime	5170	3,151	148	570	300	725	500
Benefits	5200	3,581	3,833	6,218	9,750	6,880	4,860
Total		\$19,863	\$20,715	\$29,135	\$48,310	\$35,845	\$24,735

Description		Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Street Division		General Fund (100) Dept. (4100)					
Salaries	5100	\$54,411	\$73,571	\$69,664	\$78,300	\$75,070	\$116,020
Part-time/Temporary	5165	24,977	20,465	22,523	20,900	22,805	20,900
Vacation/Sick Leave Buyback	5180	574	9	949	500	1,830	0
Overtime	5170	5,572	3,043	1,327	1,500	920	2,000
Benefits	5200	18,756	21,550	27,551	20,560	19,530	34,570
Department Supplies	5500	15,750	19,092	17,275	15,000	14,690	15,000
Vehicle Fuel & Oil	5505	8,005	5,190	6,395	5,100	10,690	11,000
Equipment Fuel & Oil	5510	3,004	3,147	2,604	2,900	1,755	2,500
Vehicle Repairs	5715	13,498	9,579	12,511	11,500	8,170	6,000
Equipment Maintenance	5720	11,715	9,404	6,396	8,000	4,245	3,000
Building Repair & Maintenance	5740	575	0	0	0	160	200
Weed Abatement	5750	1,802	4,563	5,383	0	400	1,000
Tools & Small Equipment	5900	5,259	4,317	6,170	6,000	3,700	6,000
Personnel Services	6035	0	1,058	2,652	0	340	400
Travel & Conference	7000	244	243	373	250	975	500
Dues & Subscriptions	7015	0	30	30	50	40	30
Underground Tank	7815	14,710	0	0	0	0	0
Capital Outlay		0	13,448	1,500	2,200	5,095	
Backhoe Equipment (1/3)	8021						2,000
Brake Drum Lathe (1/3)	8022						2,200
Tool Set	8023						1,500
Radio Repeater (1/3)	8024						1,800
Air Compressor	8025						2,000
Shop Sander	8026						650
Total		\$178,852	\$188,709	\$183,303	\$172,760	\$170,415	\$229,270

Traffic Control		Gas Tax Fund (280) Dept. (4200)					
Salaries	5100	\$7,707	\$11,509	\$16,225	\$27,990	\$19,775	\$38,250
Part-time/Temporary	5165	6,299	6,412	2,765	7,500	7,150	7,500
Overtime	5170	297	1,514	992	1,600	820	1,600
Vacation/Sick Leave Buyback	5180	0	0	29	0	160	0
Benefits	5200	3,082	4,363	5,262	8,370	6,035	12,550
Department Supplies	5500	6,353	10,177	10,053	10,000	7,565	10,000
Vehicle Fuel & Oil	5505	565	1,729	1,242	1,700	1,995	2,000
Base Materials	5520	2,462	3,958	2,199	4,000	1,610	3,000
Asphalt	5525	5,251	9,351	9,106	10,000	5,645	10,000
Crack Seal Material	5526	0	0	3,325	3,000	3,000	3,500
Vehicle Repairs	5715	537	749	857	1,000	550	750
Sweeper Repairs & Maintenance	5721	0	4,293	5,074	5,000	4,475	3,800
Traffic Signal Maintenance	5725	4,556	3,676	1,759	7,000	800	2,000
Street Light Maintenance	5726	0	0	2,992	9,000	10,610	9,000
Tree Trimming & Removal	5755	0	1,190	165	1,200	100	500
Street Stripping	5765	4,541	8,398	8,765	9,000	8,675	9,500
Street Light Utilities	6510	65,997	61,946	61,016	17,000	14,155	12,000
Traffic Signal Utilities	6515	7,414	8,130	7,138	8,000	7,915	8,000
Travel & Conference	7000	0	35	0	0	275	0
Capital Outlay		0	920	3,676	1,000	0	0
Total		\$115,061	\$138,350	\$142,640	\$132,360	\$101,310	\$133,950

Gas Tax Engineering & Administration		Gas Tax E & A Fund (295) Dept. (4800)					
Salaries	5100						\$8,960
Vacation/Sick Leave Buyback	5180						500
Benefits	5200						1,477
Total		\$0	\$0	\$0	\$0	\$0	\$10,937

Total Public Works		\$334,878	\$367,954	\$373,704	\$374,300	\$327,910	\$417,582
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RISK MANAGEMENT

General Fund

DEPARTMENT PURPOSE

The Risk Management Department 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 self-insurance pool of 15 Cities located in Northern California. As a self-insured City, when the amount of claims paid increase or decrease, the City's insurance costs increase or decrease. The City Manager is responsible for managing the Risk Management Department and is assisted by the Administrative Assistant.

Fortuna's insurance program expenses and reimbursable deductibles are included in the budget. The program insures automobiles, physical damages, flood, boiler and machinery coverage liability and property coverage. The City has a self-insured retention of \$5,000 on each liability claim and \$10,000 on each property claim. The liability premium and deductibles are spread among the general, water, and sewer funds on a 70-15-15 percentage basis.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

No significant changes are anticipated for the 2000-01 fiscal year.

INSURANCE PROGRAMS AND PREMIUMS

Description	1996-97	1997-98	1998-99	1999-00	2000-01
Liability (\$15 per \$1,000)	\$91,340	\$70,692	\$64,346	\$70,150	\$82,650
Property	2,300	2,302	3,266	3,096	3,450
Earthquake/Flood	7,100	13,806	14,075	14,757	15,000
Automobile Physical Damage	2,000	1,249	1,736	2,816	2,700
Boiler and Machinery	1,100	896	1,134	1,158	1,200
Employee Bonds	1,200	251	562	300	300
Liability & Property Deductible	5,000	11,735	23,200	16,000	15,000
Workers' Comp Deductible	5,000	15,941	16,086	10,000	10,000
Workers' Compensation	65,560	54,192	52,416	49,016	49,700
Total	\$180,600	\$171,064	\$176,821	\$167,293	\$180,000

PERSONNEL SUMMARY

Classification	Staffing Levels				
	1996-97	1997-98	1998-99	1999-00	2000-01
Risk/Contracts Manager	-	0.40	0.40	-	-
Administrative Assistant	-	-	-	0.25	0.25
Total Authorized	-	0.40	0.40	0.25	0.25

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund 100	Dept. 1600	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Salaries		5100	\$0	\$9,382	\$6,839	\$7,710	\$7,645	\$8,630
Benefits		5200	0	2,741	1,894	1,740	1,665	1,960
Unemployment Insurance		5220	3,188	3,017	13,584	3,100	8,450	6,000
Office Supplies		5400	0	0	87	0	90	100
Liability Insurance (70%)		6350	75,703	60,619	73,225	48,475	49,105	57,855
Property Insurance (70%)		6350				2,310	2,167	2,415
Earthquake/Flood (70%)		6350				9,800	10,330	10,500
Auto Physical Damage (70%)		6350				1,260	1,971	1,890
Boiler and Machinery (70%)		6350				840	811	840
Employee Bonds (70%)		6350				245	100	210
Liability Deductible (70%)		6350				10,000	15,000	10,500
Worker's Comp Deductible		5205	34,179	30,290	(21,659)	10,000	9,000	7,500
Claims Settlement		6360	0	3,563	30	0	1,650	2,000
Travel & Conference		7000	0	0	219	0	150	150
Dues & Subscriptions		7015	0	0	220	0	0	200
Total			\$113,070	\$109,612	\$74,439	\$95,480	\$108,134	\$110,750

Amounts included in
"Liability Insurance"

RIVER LODGE

River Lodge Fund

DEPARTMENT PURPOSE

River Lodge was built in 1998 to provide a facility in which local events could be held and to improve the economy by attracting small conferences and training seminars to the community. The Monday Club is used by smaller groups.

DEPARTMENT GOALS AND OBJECTIVES

The goals and objectives include:

- * Providing excellent customer service to the groups who use River Lodge.
- * Attracting conferences, meetings, and training seminars to River Lodge.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

Part-time staffing levels have increased slightly to accommodate the conference center needs. We also have one part-time senior volunteer working in the visitor center.

PERSONNEL SUMMARY

Classification	Staffing Levels				
	1996-97	1997-98	1998-99	1999-00	2000-01
Facility Manager	-	-	1.00	1.00	1.00
Coordinator (1PT)	-	-	0.50	0.50	0.50
Visitor Center Attendent (3PT)	-	-	-	-	0.75
Maintenance Worker (3PT)	-	-	0.50	0.50	1.50
Total Authorized	-	-	2.00	2.00	3.75

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund 160	Dept. 5800	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01	
River Lodge									
River Lodge Fund (160) Dept (5800)									
Salaries		5100			\$17,910	\$28,020	\$29,075	\$32,080	
Part-time/Temporary		5165			34,242	36,230	43,150	42,010	
Overtime		5170			609	0	880	0	
Benefits		5200			6,259	7,850	7,700	5,680	
Office Supplies		5400			2,949	1,200	1,995	1,500	
Computer Software		5410			156	0	0	0	
Department Supplies		5500			9,701	3,000	15,235	5,000	
Catering Costs		5540			23,447	15,000	36,675	30,000	
Catering-Linen Cleaning		5545			3,020	3,000	4,330	5,000	
Gift Shop Purchases/CGS		5550			86	15,000	15,000	7,500	
Janitorial & Paper Supplies		5565			0	0	0	2,400	
Kitchen Chemicals		5575			0	0	0	1,200	
Office Equipment Maintenance		5705			575	250	250	850	
Equipment Maintenance/Repair		5720			65	0	1,180	1,000	
Building Maintenance/Repair		5740			1,540	2,200	4,890	3,000	
Personnel Services		6035			1,202	0	2,560	1,500	
Credit Card Processing Fees		6060			0	0	640	1,000	
Telephone		6200			3,172	3,150	3,725	3,200	
Advertising		6300			291	100	1,025	1,000	
Utilities		6505			12,759	11,830	14,010	12,000	
Travel and Conference		7000			462	1,000	870	1,000	
Total				\$0	\$0	\$118,445	\$127,830	\$183,190	\$156,920

Monday Club								
River Lodge Fund (160) Dept. (5700)								
Part-time /Temporary		5165	\$0	\$0	\$0	\$1,725	\$350	\$1,730
Benefits		5200	0	0	0	124	30	120
Department Supplies		5500	6	0	0	0	250	500
Alarm System		5730	0	0	0	0	0	0
Janitorial Service		5735	0	0	204	0	0	0
Building Repairs		5740	65	278	334	500	550	550
Telephone		6200	798	518	534	0	80	0
Utilities		6505	1,299	1,240	1,551	1,525	1,715	1,600
Total			\$2,168	\$2,036	\$2,623	\$3,874	\$2,975	\$4,500
Total River Lodge			\$2,168	\$2,036	\$121,068	\$131,704	\$186,165	\$161,420

SOLID WASTE

Solid Waste Fund

DEPARTMENT PURPOSE

The Solid Waste Department is responsible for developing and implementing the many programs contained in the Fortuna Source Reduction and Recycling Element. These programs include public education, technology transfer, recycling, and waste reduction activities. This department is also responsible for supervision of solid waste franchise agreements.

DEPARTMENT GOALS AND OBJECTIVES

Implement the City's solid waste management program, integrating source reduction, recycling, composting and special waste programs, utilizing the Source Reduction Recycling Element.

- * Develop and implement a short term public information and education program.
- * Develop City procurement procedures that encourage source reduction and recycling.
- * Monitor performance of the Franchise Agreement for collection services.
- * Monitor performance of Curbside Recycling Grant Program.
- * Conduct inspections of Eel River Disposal's transfer station as called for in the use permit.

SIGNIFICANT CHANGES

The City hopes to favorably conclude waste management litigation during 2000-01. We also anticipate having a transportation system and landfill in place this year.

PERSONNEL SUMMARY

Classification	Staffing Levels				
	1996-97	1997-98	1998-99	1999-00	2000-01
Solid Waste Coordinator	1.00	1.00	-	-	-
City Planner	-	-	-	0.10	0.10
Total Authorized	1.00	1.00	-	-	-

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund 210	Dept. 5300	Actual 1996-97	Actual 1998-99	Actual 1999-00	Budget 1999-00	Estimate 1999-00	Request 2000-01
Salaries		5100	\$29,812	\$34,302	\$3,584	\$3,330	\$3,330	\$3,450
Benefits		5200	8,138	8,526	623	760	780	870
Office Supplies		5400	1,789	725	2	200	160	200
Department Supplies		5500	2,075	1,056	186	0	0	200
Professional Services		6025	0	0	0	0	15,800	10,000
Telephone		6200	631	721	45	0	50	200
Advertising		6300	811	999	327	1,500	235	1,500
Travel & Conference		7000	1,514	1,264	115	500	345	500
Dues & Subscriptions		7015	142	81	0	0	155	0
Special Projects		8237	5,620	1,042	5,230	0	0	0
Capital Outlay			3,665	0	0	0	0	0
Total			\$54,197	\$48,716	\$10,112	\$6,290	\$20,855	\$16,920

TRANSIT

Transit Fund

DEPARTMENT PURPOSE

The City of Fortuna provides public transit to all Fortuna residents through sponsorship of the Humboldt Transit Authority. The City's Parks and Recreation Department operates the "Dial-a-Ride" service for Seniors over the age of fifty and disabled persons regardless of age. Two buses are in operation Monday through Friday from 9:15 a.m. to 4:30 p.m. One bus is in operation on Saturdays from 9:15 a.m. to 4:30 p.m. Reservations for physician appointments may be made up to one month in advance. All other reservations or appointments may be made up to one week in advance. Regular trips are scheduled by calling the Parks and Recreation Office the morning of the needed ride. Riders are required to make an initial call for pickup as well as a second call when they are ready to return.

SIGNIFICANT EXPENDITURES / STAFFING CHANGES

A new transit bus, funded by a 98/99 STAF Grant, was ordered in 1999-00.. The oldest bus will be used for back-up purposes.

PERSONNEL SUMMARY

Classification	Staffing Levels				
	1996-97	1997-98	1998-99	1999-00	2000-01
Bus Drivers (3 PT)	2.00	2.00	2.00	2.00	2.00
Dispatchers (2 PT)	0.10	0.10	0.50	0.50	0.50
Mechanic	-	-	-	-	0.03
Total Authorized	2.10	2.10	2.50	2.50	2.53

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund	Dept.	Actual	Actual	Actual	Budget	Estimate	Request
	590	4400	1996-97	1997-98	1998-99	1999-00	1999-00	2000-01
Senior Bus Dept. (4400)								
Salaries		5160	0	0	0	0	875	780
Part-time/Temporary		5165	\$31,273	\$34,201	\$36,762	\$39,160	\$35,650	\$34,780
Overtime		5170	387	314	2,247	300	1,345	2,950
Benefits		5200	5,460	5,277	5,698	4,440	5,135	4,710
Department Supplies		5500	163	306	257	500	225	500
Vehicle Fuel & Oil		5505	4,208	2,458	2,567	3,000	5,150	5,000
Vehicle Repairs		5715	3,512	3,953	4,458	3,500	4,960	3,700
Personnel Services		6035	143	0	891	250	100	250
Telephone		6200	539	215	218	300	165	200
Advertising		6300	0	35	228	155	0	200
Insurance		6350	2,800	2,800	3,435	3,400	3,400	3,400
Total			\$48,485	\$49,559	\$56,761	\$55,005	\$57,005	\$56,470
Public Transit Dept. (4450)								
Bus Shelter Cleaning		5735	600	683	694	700	200	700
HTA		6620	53,634	55,512	56,900	59,000	58,040	61,400
Total			\$54,234	\$56,195	\$57,594	\$59,700	\$58,240	\$62,100
Total Public Transit			\$102,719	\$105,754	\$114,355	\$114,705	\$115,245	\$118,570

WASTEWATER DIVISION

Wastewater Fund

DIVISION PURPOSE

The Wastewater Division operates and maintains the City's local sanitary sewer system. The Division operates 8 lift stations and a 1.5 million gallon per day wastewater treatment plant 7 days per week and maintains approximately 38 miles of collection system pipeline. Revenues to support the system come primarily from user service charges and fees. Approximately 4,375 sewer services are served by the treatment facilities.

DIVISION GOALS AND OBJECTIVES

1. Comply with State and Federal wastewater Discharge Permit requirements.
 - * Minimize operational upsets and handle increased flows at the wastewater treatment plant.
 - * Optimize the expanded wastewater treatment plant.
 - * Maintain certification of laboratory with the California Department of Health Services.
 - * Comply with EPA sludge disposal regulations
 - * Improve odor control at the wastewater treatment plant
2. Reduce the quantity of infiltration/inflow (I/I) to the sewer collection system to reduce sewer overflows and pumping expense, and minimize the impact to the wastewater treatment plant.
 - * Repair known sewer I/I problems as funding becomes available.
 - * Effective inspection of new facilities to assure integrity of pipelines.
 - * Upgrade sewer ponds to comply with state and federal regulations.
3. Maintain a safe working environment to reduce accidents and compensation claims.
 - * Obtain necessary safety equipment and provide training as needed.
 - * Comply with all State and Federal regulations regarding work place safety.
 - * Install sewer lateral clean outs to prevent sewer backups in homes.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

At the wastewater treatment plant, the Division will drain, clean and repair the aeration pond, upgrade the disinfection controls, paint the facilities, convert the old lab into the water meter testing facility, replace the sludge collection equipment in secondary clarifier #3, and upgrade the oldest primary clarifier. The new WWTP employees need additional training. In the collection system, we will replace the sewer laterals on 7th Street, raise manholes for overlays and install or relocate service clean outs. We will replace the sewer inspection equipment this year. The Utilities Division will re-organize this year to better retain operators. The lab technician position is recommended to become full-time and facility maintenance worker is reduced to reflect actual time.

PERSONNEL SUMMARY

Classification	Staffing Levels				
	1996-97	1997-98	1998-99	1999-00	2000-01
Public Works Director	0.29	0.29	0.37	0.37	0.38
Administration	1.00	1.33	1.44	1.79	1.89
Administrative Clerk	-	-	0.25	0.25	0.25
Utility Superintendent	0.55	0.55	0.55	0.55	0.55
Utility Operator	2.33	2.33	2.40	2.40	2.40
Utility Worker	0.52	0.52	0.80	0.80	0.80
Equipment Operator	-	-	-	-	0.10
Park Maintenance Worker I	-	-	0.50	-	-
Seasonal Worker	0.50	0.50	1.00	0.60	0.60
Lab Technician	-	-	-	0.40	0.75
Facility Maintenance Worker	-	0.40	0.35	0.35	0.20
Carpenter	0.10	0.10	0.10	0.10	0.10
Mechanic	-	-	-	-	0.06
Park Maintenance Lead Worker	0.30	0.30	0.30	-	-
Risk/Contract Manager	0.30	0.30	0.30	-	-
Total Authorized	5.89	6.62	8.36	7.61	8.08

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund	Actual	Actual	Actual	Budget	Estimate	Request
	550	1996-97	1997-98	1998-99	1999-00	1999-00	2000-01
<i>Administration</i>							
		Dept. (6700)					
Salaries	5100	\$46,880	\$57,886	\$65,776	\$79,060	\$73,690	\$85,840
Part-time/Temporary	5165	1,555	541	0	0	520	0
Overtime	5170	2,306	2,698	128	0	10	0
Vacation Buyback	5180	448	715	368	1,000	600	1,000
Benefits	5200	13,119	14,842	15,551	17,090	15,400	19,620
Worker's Comp Deductible	5205	0	0	2,265	0	0	1,500
Unemployment Insurance	5220	0	0	0	0	0	1,000
Office Supplies	5400	7,248	7,788	8,222	8,000	6,745	8,000
Paper Supplies	5405	1,529	24	358	550	205	500
Computer Software	5410	0	0	156	0	0	1,000
Department Supplies	5500	542	754	887	700	1,025	700
Office Equipment Maint.	5705	1,031	2,724	2,308	2,400	1,830	2,300
Software Maintenance (30%)	5710	2,037	1,605	1,841	1,740	1,750	1,800
Network Support (17%)	5775	0	1,403	2,735	3,260	3,640	2,060
Janitorial Services (10%)	5735	821	683	694	1,170	1,145	1,200
Building Repairs (20%)	5740	59	56	76	100	0	300
Audit Fees	6000	1,725	1,395	1,809	2,175	1,975	2,175
Personnel Services	6035	305	1,491	514	500	1,100	500
Telephone	6200	2,184	3,001	2,061	3,000	2,180	3,000
Insurance	6350	15,690	13,991	15,035	16,485	13,490	18,050
Utilities	6505	2,662	2,219	2,425	2,500	2,215	2,500
NPDES Permit	6610	4,000	4,000	4,000	4,000	4,000	4,000
Ftna Fire District Assmt	6720	0	0	72	150	75	75
Travel & Conference	7000	736	1,978	841	2,000	2,225	2,500
Dues & Subscriptions	7015	100	150	225	300	860	600
Bad Debts	7800	1,204	0	0	0	0	0
Underground Tank	7815	11,032	0	0	0	0	0
Total		\$117,213	\$119,944	\$128,347	\$146,180	\$134,680	\$160,220

Description		Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Collection		Dept. (6500)					
Salaries	5100	\$10,054	\$10,245	\$16,295	\$22,350	\$19,405	\$27,800
Part-time/Temporary	5165	1,664	1,154	276	2,000	2,210	0
Overtime	5170	909	1,783	823	2,000	460	2,000
Vacation Buyback	5180	0	0	225		230	100
Benefits	5200	3,251	3,236	4,283	5,560	4,615	8,240
Department Supplies	5500	8,221	8,081	8,002	10,000	7,275	8,000
Vehicle Fuel & Oil	5505	7,592	4,654	4,231	4,000	2,070	2,500
Equipment Fuel & Oil	5510	0	0	76	100	525	500
Vehicle Repairs	5715	450	2,895	1,817	2,000	1,250	1,300
Equipment Repairs	5720	3,126	7,092	3,021	3,500	3,865	3,000
Mechanical Repairs	5722	0	0	2,414	5,000	0	4,000
Tools & Small Equipment	5900	1,361	1,274	60	2,000	665	2,000
Contract Services	6015	150	0	0	0	0	0
Personnel Services	6035	0	0	318	0	100	100
Telephone	6200	686	1,071	412	500	1,095	900
Utilities	6505	7,540	7,270	6,535	7,000	5,745	6,500
Total		\$45,004	\$48,755	\$48,788	\$66,010	\$49,510	\$66,940

Treatment

		Dept. (6600)					
Salaries	5100	\$92,661	\$94,532	\$97,125	\$89,260	\$84,525	\$115,090
Part-time/Temporary	5165	10,701	4,418	5,237	10,000	12,800	2,500
Overtime	5170	1,669	1,005	3,369	2,000	1,570	2,000
Vacation Buyback	5180	0	1,525	1,322	0	700	100
Benefits	5200	28,343	24,978	24,993	21,530	20,635	35,770
Department Supplies	5500	24,219	26,051	39,105	16,000	15,235	16,000
Chemical Supplies	5555	0	0	0	16,000	17,005	16,000
Equipment Repairs	5720	10,485	7,167	7,825	15,000	4,775	15,000
Weed Abatement	5750	0	0	397	0	0	700
Percolation Pond Const.	5770	2,750	1,298	1,634	3,000	1,200	2,000
Tools & Equipment	5900	540	310	774	2,000	870	2,000
Personnel Services	6035	0	0	557	0	115	100
Outside Lab Services	6045	250	2,908	2,630	3,000	2,035	2,500
Telephone	6200	960	673	606	1,000	16	1,000
Pager Service	6205	97	126	155	200	105	200
Water	6500	12,000	12,000	12,000	12,000	1,200	0
Utilities	6505	82,594	96,336	102,022	90,000	72,860	80,000
Total		\$267,269	\$273,327	\$299,751	\$280,990	\$235,646	\$290,960

Description	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
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Capital Outlay

Dept. (6700)

Previous		\$1,147	\$2,134	\$3,880	\$0	\$0	
Backhoe Equipment (1/3)	8021						2,000
Brake Drum Lathe (1/3)	8022						2,200
Radio Repeater (1/3)	8024						1,800
Total		\$1,147	\$2,134	\$3,880	\$0	\$0	\$6,000
Depreciation:	9100	218,528	225,184	251,137	225,000	225,000	255,000
Total Wastewater		\$649,161	\$669,344	\$731,903	\$718,180	\$644,836	\$779,120

Rancho Buena Vista Lift Station

Fund (670) Dept. (6505)

Salaries	5100	\$95	\$585	\$1,128	\$1,390	\$1,390	\$1,800
Benefits	5200	28	156	242	330	330	465
Department Supplies	5500	0	64	0	200	0	250
Equipment Repairs	5720	0	823	823	0	700	500
Administrative Charge	6055	0	250	250	250	250	250
Utilities	6505	155	174	179	192	175	180
Depreciation	9100	0	1,615	1,614	1,614	1,614	1,614
Total		\$278	\$3,667	\$4,236	\$3,976	\$4,459	\$5,059

Kenwood Meadows Lift Station

Fund (671) Dept. (6510)

Salaries	5100			\$1,459	\$1,730	\$1,730	\$1,980
Benefits	5200			399	410	410	510
Department Supplies	5500			0	200	0	200
Administrative Charge	6055			450	250	250	250
Utilities	6505			168	183	220	225
Depreciation	9100			3,619	3,619	3,619	3,619
Total				\$6,095	\$6,392	\$6,229	\$6,784

WATER DIVISION

Water Fund

DIVISION PURPOSE

The Water Division is responsible for providing a safe reliable water supply for domestic use and fire protection. The City operates a water system which produces over 400 million gallons per year serving approximately 4640 customers. Approximately 37 miles of water lines are also maintained along with 6 reservoirs, 7 pump stations and 4 well fields.

DIVISION GOALS AND OBJECTIVES

1. Provide sufficient water supply, pressure, and storage to meet peak customer demand.
 - * Improve operational strategies to minimize pumping expense
 - * Provide fast, effective service in response to all customer complaints.
 - * Clean distribution system twice a year
2. Improve system efficiency and reduce leakage.
 - * Maintain meter test and replacement program.
 - * Update valve and grid maps.
 - * Repair or replace broken mainline valves found in the distribution system.
 - * Assist with planning and inspection of new development installations.
 - * Systematically replace old, leaking, and undersized pipes.
3. Comply with all State Department of Health Services and Federal Regulations.
 - * Remain current with new monitoring and notification requirements.
 - * Correct all deficiencies noted during annual Health Department inspections.
 - * Maintain monitoring program for water quality.
 - * Comply with all primary and secondary drinking water standards.
4. Maintain a safe working environment to reduce manhours lost to accidents.
 - * Provide and use necessary safety equipment.
 - * Review department safety policy and train employees in areas needed.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

The Water Division will replace the water mains on Home Avenue from P to the Pump Station, on P Street from Home Avenue to the Stewart Reservoir, on 7th Street from P to K, and Ivey Lane. We will also be raising valve covers and relocating meters for street projects. We will be studying the conversion of the Holman Tank to a hydropneumatic system and major modifications to the Stewart Reservoir. There are minor adjustments to the lab technician and facility maintenance worker positions to reflect actual hours.

PERSONNEL SUMMARY

Classification	Staffing Levels				
	1996-97	1997-98	1998-99	1999-00	2000-01
Public Works Director	0.29	0.29	0.37	0.37	0.37
Administration	1.00	1.33	1.44	1.79	1.89
Administrative Clerk	-	-	0.25	0.25	0.25
Utility Superintendent	0.44	0.44	0.44	0.44	0.45
Utility Operator	0.67	0.67	0.60	0.60	0.60
Utility Worker	2.48	2.48	3.20	3.20	3.20
Seasonal Worker	0.50	0.50	1.00	0.60	0.60
Lab Technician	-	-	-	0.40	0.25
Equipment Operator	0.09	0.09	0.10	0.10	0.10
Facility Maintenance Worker	-	0.40	0.35	0.35	0.20
Carpenter	0.10	0.10	0.10	0.10	0.10
Mechanic	-	-	-	-	0.20
Risk/Contract Manager	0.30	0.30	0.30	-	-
Total Authorized	5.87	6.60	8.15	8.20	8.21

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund	Actual	Actual	Actual	Budget	Estimate	Request
	500	1996-97	1997-98	1998-99	1999-00	1999-00	2000-01
Administration		Dept. (6300)					
Salaries	5100	\$47,015	\$57,998	\$65,167	\$78,510	\$73,150	\$85,280
Part-time/Temporary	5165	7	0	0	0	50	0
Overtime	5170	2,306	2,630	128	0	10	0
Vacation Buyback	5180	448	719	368	1,000	595	1,000
Benefits	5200	13,972	14,605	15,569	16,990	15,266	19,500
Worker's Comp Deductible	5205	0	0	0	0	0	1,500
Unemployment Insurance	5220	0	0	0	0	4,040	1,000
Office Supplies	5400	8,843	8,537	8,246	8,500	6,655	8,500
Paper Supplies	5405	1,529	21	358	550	225	550
Computer Software	5410	0	0	156	0	2,875	1,000
Department Supplies	5500	1,108	1,548	809	1,500	1,590	1,500
Office Equipment Maintenance	5705	1,031	2,759	2,249	2,450	1,760	2,400
Software Maintenance (30%)	5710	2,037	1,605	2,377	1,740	1,775	1,800
Janitorial Service (10%)	5735	821	683	694	1,170	1,090	1,200
Building Repairs (20%)	5740	59	56	0	100	0	300
Network Support (17%)	5775	0	1,403	2,735	3,260	3,620	2,060
Audit Fees	6000	1,725	1,395	1,809	2,175	1,975	2,175
Personnel Services	6035	0	161	0	200	475	200
FPIC Admin. Fees	6055	5,598	5,608	5,596	5,670	5,670	5,695
Telephone	6200	2,184	3,285	2,105	3,300	2,180	3,300
Advertising	6300	171	0	53	100	0	100
Insurance	6350	15,690	13,991	15,035	16,485	13,490	18,050
Utilities	6505	2,662	2,219	2,156	2,500	1,925	2,500
Lab Permit Fees	6605	965	0	1,823	2,000	225	1,000
DOHS	6715	2,803	8,492	5,304	8,500	4,790	5,000
Ftna Fire District Assmt	6720	0	1	180	200	290	300
Travel & Conference	7000	0	1,127	852	1,500	1,446	2,000
Dues & Subscriptions	7015	47	155	194	550	525	550
Bad Debts	7800	1,894	3,557	8,076	4,000	5,215	5,400
Underground Tank Testing	7815	11,032	0	0	0	0	0
Annual Water Report	7820	0	0	2,367	2,400	2,545	2,400
Total		\$123,947	\$132,555	\$144,406	\$165,350	\$153,452	\$176,260

Pumping & Treatment

		Dept. (6000)					
Salaries	5100	\$7,183	\$6,399	\$20,237	\$25,120	\$22,435	\$31,820
Part-time/Temporary	5165	775	0	0	1,000	6,610	0
Overtime	5170	1,258	181	654	900	720	900
Vacation Buyback	5180	0	0	287	0	280	100
Benefits	5200	2,389	1,773	5,593	6,270	5,830	9,690
Department Supplies	5500	6,111	6,595	1,938	6,000	2,105	4,000
Chemical Supplies	5555	0	0	0	0	1,640	7,000
Equipment Repairs	5720	9,032	3,749	3,851	4,000	6,370	6,000
Laboratory Services	6045	1,940	985	3,800	2,000	1,520	2,000
Utilities	6505	86,387	80,304	76,483	75,000	63,620	70,000
Total		\$115,075	\$99,986	\$112,843	\$120,290	\$111,130	\$131,510

Description		Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Transmission & Distribution		Dept. (6100)					
Salaries	5100	\$64,546	\$62,029	\$64,785	\$75,380	\$60,945	\$81,990
Part-time/Temporary	5165	6,248	1,803	1,135	6,000	1,075	2,500
Overtime	5170	1,870	1,898	1,601	2,000	2,170	2,000
Vacation Buyback	5180	510	10	729	0	780	400
Benefits	5200	19,161	16,914	17,710	19,380	15,105	24,260
Department Supplies	5500	10,457	17,904	20,938	25,000	18,285	20,000
Vehicle Fuel & Oil	5505	12,191	7,812	7,390	7,000	8,940	8,000
Equipment Fuel & Oil	5510	1,083	404	855	2,000	3,615	3,000
Vehicle Repairs	5715	8,332	15,024	15,672	13,000	12,325	10,800
Equipment Repairs	5720	21,379	8,794	13,524	13,000	8,585	6,800
Mechanical Repairs	5722	0	0	1,525	5,000	115	1,000
Water Meters	5760	9,988	1,063	3,389	5,000	500	3,000
Tools & Small Equipment	5900	2,419	1,547	3,671	2,500	795	2,500
Contract Services	6015	65	0	0	0	0	0
Personnel Services	6035	0	0	518	0	315	300
Laboratory Services	6045	0	0	85	100	500	500
Telephone	6200	1,216	1,216	1,687	1,600	1,400	1,300
Pager Service	6205	97	126	155	150	100	150
Total		\$159,562	\$136,544	\$155,369	\$177,110	\$135,550	\$168,500

Customer Account Expense

		Dept. (6200)					
Salaries	5100	\$13,145	\$13,425	\$22,602	\$25,550	\$23,285	\$26,570
Part-time/Temporary	5165	1,374	198	0	1,100	165	0
Overtime	5170	1,004	1,215	747	1,200	565	1,200
Vacation Buyback	5180	0	0	332	0	300	0
Benefits	5200	4,232	4,043	6,323	6,480	5,610	7,830
Total		\$19,755	\$18,881	\$30,004	\$34,330	\$29,925	\$35,600

Capital Outlay

		Dept. (6300)					
Previous		\$22,719	\$8,040	\$64,578	\$38,000	\$38,000	
Backhoe Equipment (1/3)	8021						\$2,000
Brake Drum Lathe (1/3)	8022						2,200
Radio Repeater (1/3)	8024						1,800
Portable Generator	8027						2,800
Utility Truck	8028						25,000
Total		\$22,719	\$8,040	\$64,578	\$38,000	\$38,000	\$33,800
Depreciation:	9100	183,420	158,137	192,847	170,000	170,000	195,000
Total Water		\$624,478	\$554,143	\$700,047	\$705,080	\$638,057	\$740,670

CCC LEASE - CERTIFICATES OF PARTICIPATION

COP Fund

DEPARTMENT PURPOSE

In 1992, the California Conservation Corps entered into an agreement to lease a facility built by the Fortuna Redevelopment Agency. The certificates of participation were issued by the California Cities Financing Corporation and assigned to the City of Fortuna at the completion of the project. Yearly lease revenues of \$245,000 are received from the State and used to retire the Debt. The certificates were issued at a Par Value of \$2,950,000 and will be fully retired in March, 2017.

HISTORY OF EXPENDITURES BY CATEGORY

Description	Fund 400	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Interest	8835	\$204,224	\$200,311	\$191,141	\$191,718	\$191,718	\$186,860
Bond Principle	8635	55,000	60,000	60,000	65,000	65,000	70,000
Bond Administration Fees	6055	756	756	425	1,500	1,325	1,500
Total		\$259,980	\$261,067	\$251,566	\$258,218	\$258,043	\$258,360

FORTUNA PUBLIC IMPROVEMENT CORPORATION

FPIC Fund

DEPARTMENT PURPOSE

The Public Improvement Corporation is a non-profit organization formed to further the economic development interests of the community. It is comprised of five (5) directors who also serve as councilmembers. Directors serve without compensation. The City Manager serves as secretary to the corporation.

In July 1990, F.P.I.C. constructed a one million gallon and a 250,000 gallon water tank and 10" water main on School Street. The City of Fortuna entered into an installment sale agreement with the corporation to lease the improvements for 25 years.

In March, 1995, the F.P.I.C. entered lease agreements with the City of Fortuna and issued Certificates of Participation to remodel the City Hall Facility. The City of Fortuna subleases the facility from the corporation and is responsible for the semi-annual debt payments. The COP's were purchased by the Farmers Home Administration and the City Treasurer acts as the Trust Administrator.

HISTORY OF EXPENDITURES BY CATEGORY

Description		Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
<i>Water System Improvements</i>		Fund 410					
Bond Principle	8615	\$26,000	\$28,000	\$28,000	\$32,000	\$32,000	\$35,000
Interest	8815	68,061	66,174	64,155	62,930	62,930	60,690
Liability & Property Insurance	6350	1,420	1,420	1,420	1,420	1,420	1,420
Trustee Fees	6055	3,143	3,163	3,070	3,250	3,140	3,250
Audit	6000	1,000	1,025	1,096	1,000	1,000	1,000
State Fees	6600	0	0	10	0	45	50
Subtotal		\$99,624	\$99,782	\$97,751	\$100,600	\$100,535	\$101,410
<i>City Hall Remodeling</i>		Fund 420					
Bond Principle	8645	\$7,500	\$7,500	\$8,000	\$9,000	\$9,000	\$9,500
Interest	8845	26,812	26,297	25,770	25,403	25,403	24,785
Subtotal		\$34,312	\$33,797	\$33,770	\$34,403	\$34,403	\$34,285
Total FPIC		\$133,936	\$133,579	\$131,521	\$135,003	\$134,938	\$135,695

CAPITAL IMPROVEMENT PROJECTS

	Budget 2000-01	General Fund	Water Fund	Water Reserve Fund	Sewer Fund	Storm Drainage Fund	Gas Tax Fund	TDA Fund	TEA Regional Fund	Development Fund	Home Ave Traffic Fund	Senior Bus Fund	Computer Reserves
STREET RECONSTRUCTION PROJECTS													
9940	\$100,000							\$100,000					
9041	350,000								350,000				
9042	45,000										45,000		
9141	148,000							70,000	78,000				
9142	175,000							175,000					
Total	\$818,000	\$0	\$0	\$0	\$0	\$0	\$0	\$345,000	\$428,000	\$0	\$45,000	\$0	\$0
STREET OVERLAYS													
9950	\$12,000						\$12,000						
9952	21,000						21,000						
9150	95,000						95,000						
9151	22,000						22,000						
9152	43,600						43,600						
9153	23,000						23,000						
Total	\$216,600	\$0	\$0	\$0	\$0	\$0	\$216,600	\$0	\$0	\$0	\$0	\$0	\$0

ALLEY RECONSTRUCTION AND REHABILITATION

9942	\$8,000						\$8,000						
Total	\$8,000	\$0	\$0	\$0	\$0	\$0	\$8,000	\$0	\$0	\$0	\$0	\$0	\$0

CAPITAL IMPROVEMENT PROJECTS

	Budget 2000-01	General Fund	Water Fund	Water Reserve Fund	Sewer Fund	Storm Drainage Fund	Gas Tax Fund	TDA Fund	TEA Regional Fund	Development Fund	Home Ave Traffic Fund	Senior Bus Fund	Computer Reserves Fund
SIDEWALK CONSTRUCTION PROJECTS													
9160	\$5,000							\$5,000					
9063	7,000							7,000					
9161	21,000							21,000					
9162	43,300							43,300					
9163	30,000							30,000					
Total	\$106,300	\$0	\$0	\$0	\$0	\$0	\$0	\$106,300	\$0	\$0	\$0	\$0	\$0

DRAINAGE PROJECTS													
9100	\$10,000					\$10,000							
Total	\$10,000	\$0	\$0	\$0	\$0	\$10,000	\$0						

WATER PROJECTS													
9120	\$15,000			\$15,000									
9022	73,000			73,000									
9121	35,000			35,000									
9122	125,000			125,000									
9123	10,000			10,000									
9124	25,000			25,000									
9125	26,000			26,000									
9126	30,000			30,000									
Total	\$339,000	\$0	\$0	\$339,000	\$0								

CAPITAL IMPROVEMENT PROJECTS

	Budget 2000-01	General Fund	Water Fund	Water Reserve Fund	Sewer Fund	Storm Drainage Fund	Gas Tax Fund	TDA Fund	TEA Regional Fund	Development Fund	Home Ave Traffic Fund	Senior Bus Fund	Computer Reserves
WASTEWATER PROJECTS													
9110	\$8,000				\$8,000								
9111	12,000				12,000								
9111	70,000				70,000								
9112	50,000				50,000								
9113	6,000				6,000								
9114	35,000				35,000								
9115	275,000				275,000								
9117	5,000				5,000								
Total	\$461,000	\$0	\$0	\$0	\$461,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

MISCELLANEOUS PROJECTS

9681	\$15,000	\$15,000											
9822	1,500	1,500											
9084	7,000	7,000											
9182	1,500	1,500											
9183	230,000	230,000											
9184	5,000	5,000											
9185	3,600	3,600											
9186	1,500	1,500											
9187	5,000	5,000											
Total	\$270,100	\$270,100	\$0										

CAPITAL IMPROVEMENT PROJECTS

MACHINERY & EQUIPMENT

	Budget 2000-01	General Fund	Water Fund	Water Reserve Fund	Sewer Fund	Storm Drainage Fund	Gas Tax Fund	TDA Fund	TEA Regional Fund	Development Fund	Home Ave Traffic Fund	Senior Bus Fund	Computer Reserves
9091 Senior/Disabled Bus	\$45,000											45,000	
9188 Unmarked Police Vehicle	15,000	15,000											
9089 Computer & Network Upgrade Reserve	22,500	6,667	6,667		6,667					2,500			
9180 Computer Replacement (4 Systems)	6,800												6,800
9181 Pickup Truck with Canopy	22,100									22,100			
Total	\$111,400	\$21,666	\$6,667	\$0	\$6,667	\$0	\$0	\$0	\$0	\$24,600	\$0	\$45,000	\$6,800
Total Capital Improvements	\$2,340,400	\$291,766	\$6,667	\$339,000	\$467,667	\$10,000	\$224,600	\$451,300	\$428,000	\$24,600	\$45,000	\$45,000	\$6,800

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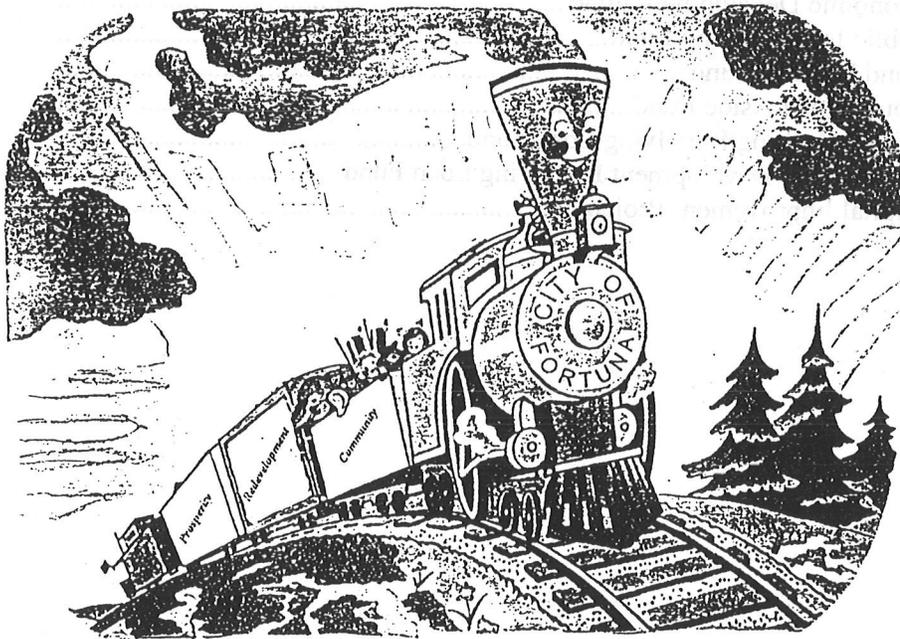
CITY OF FORTUNA

FORTUNA PUBLIC IMPROVEMENT
CORPORATION

FORTUNA REDEVELOPMENT AGENCY

ANNUAL BUDGETS

FISCAL YEAR
1995-96



The Little Town That Could

In Fiscal Year 1995-96, this budget cover let everybody know about the successes of the Fortuna Redevelopment Agency.

Budget Message

DATE: June 5, 2000
TO: Honorable Chairman and Boardmembers
FROM: Dale W. Neiman, Executive Director 
SUBJECT: 2000-01 Fiscal Year Budget Message.

Introduction and Background:

The Fortuna Redevelopment Agency was created on June 6, 1988, and the Fortuna Redevelopment Plan was adopted on July 5, 1989. The enabling ordinance and Redevelopment Plan establish the powers and scope of the Agency. The Agency is required by law to adopt a five year implementation plan. The Agency amended the implementation plan in May 2000. The implementation plan provides more detail on the programs of the Agency. The Budget is based on the implementation plan and five year capital improvement program.

The purpose of the Redevelopment Agency is to:

- Improve the attractiveness of Fortuna as a local and regional shopping center;
- Stabilize the tax base;
- Increase employment opportunities;
- Encourage economic development and business expansion;
- Correct public service deficiencies including inadequate waterlines, lack of fire hydrants, flooding, inadequate streets, and unsafe or the lack of pedestrian facilities; and
- Improve and upgrade Fortuna's neighborhoods.

The Agency executed a cooperation agreement with the City of Fortuna on June 6, 1988. The agreement calls for the City to (1) provide staff assistance, supplies, and technical services to the Agency, (2) advance funds to operate the Agency, and (3) provide insurance for the Agency. The Agency is responsible for repaying the City for any funds that are advanced and services that are provided under the agreement. The Agency can incur debt until 2009 and the debt must be paid off by 2049.

The draft Budget includes loans of \$80,000 from the General Fund, \$515,000 from the Water Fund, and \$32,000 from the Wastewater Fund for a total of \$627,000. The Water Fund includes \$235,000 to complete the drainage improvements on 7th Street, Newburg Road, and Fortuna Boulevard because there is insufficient reserves in the Drainage Fund to loan to the Agency. The City is earning 10% compounded annually on the money loaned to the Agency.

Major Projects and Programs:

The major projects and programs of the Redevelopment Agency include the Downtown Redevelopment Project, providing economic incentives where appropriate, operating a commercial loan program, working on ensuring that there is adequate industrial and commercial land available, housing activities, and improvements to public infrastructure. These projects and programs are discussed below.

Downtown Redevelopment Project:

The Downtown Redevelopment Plan was approved in October 1995 and the design for the Phase I projects was completed in 1996. Construction of the first bulb began in April 1997. The Downtown Project is being done on a pay as you go approach. The bulbs at 12th/L and 14th/Main were completed in 1998, the 9th/Main corner was completed in 1999, and 10th/Main and 11th/Main were completed in 2000. The last bulb (13th/Main) will be completed this year along with the crosswalks.

Business Incentives:

This year's budget includes a façade grant of \$10,000 in the Downtown Redevelopment Project capital account to help restore the front of the Fortuna Theater building. The Theater is expected to open in October 2000.

Commercial Loan Program:

The Agency's commercial loan program has been very successful. A total of \$1.5 million has been loaned to 28 businesses since 1992. The loan program was initiated with grant funds. The money loaned is being returned to be loaned again in the future. A grant of \$400,000 was obtained in May 2000 to assist in relocating Empire Equipment to Fortuna. The grant funds will be loaned to Empire Equipment and then repaid to the revolving loan fund. Approximately \$655,520 will be available to loan during the 2000-01 Fiscal Year.

Industrial and Commercial Land Availability Program:

A very limited amount of industrial and commercial land is available for business expansion. As a result, the Agency initiated a program to expand the amount of land. Two industrial parks have been developed. The Dinsmore Drive Industrial Park was completed in 1996 and was partly funded by an \$85,000 grant from the Rural Development Agency. Two of the three lots have been sold and developed with light industrial uses. One parcel is left to sell.

The Agency acquired two acres for the next industrial park off Riverwalk Drive. The Agency also obtained a \$30,000 grant to extend utilities to the site. The Agency sold this property in January 2000.

Housing Activities:

The Agency's Housing Rehabilitation Program has been in operation since 1989 and \$1.1 million has been loaned to help rehabilitate 73 homes. A total of \$ 196,000 in CDBG money will be available in the upcoming fiscal year to loan and another \$ 50,000 in 20% Housing Set Aside Fund will be available to loan.

The Agency acquired a parcel in 1997 and another parcel in 1999. The property will be used to initiate the planned first-time home buyer program. Funds have been budgeted to develop the guidelines and loan documents for the program and to subdivide both parcels. A total of five lots will be available.

Public Infrastructure Improvements:

The Agency has made substantial progress in upgrading the City's deteriorating water, sewer, and drainage facilities since 1990. A total of \$9.8 million has been invested in community improvements during this time period. The draft Budget includes \$ 0.7 million in water, sewer, and drainage improvements.

A total of \$455,000 in water projects are proposed for Cecil Avenue, Webber Street between School Street and Church Street, West School Street, P Street between 10th and Home Avenue, and 7th Street between P and L Streets. These streets will be paved after the waterlines are replaced. A total of \$20,000 in sewer improvements are proposed to add laterals to a relatively new sewerline in 7th Street and \$155,000 in drainage improvements are proposed to alleviate the flooding problem on Newburg Road near Fortuna Boulevard and to eliminate the open ditches on Fortuna Boulevard between Newburg and Redwood Way.

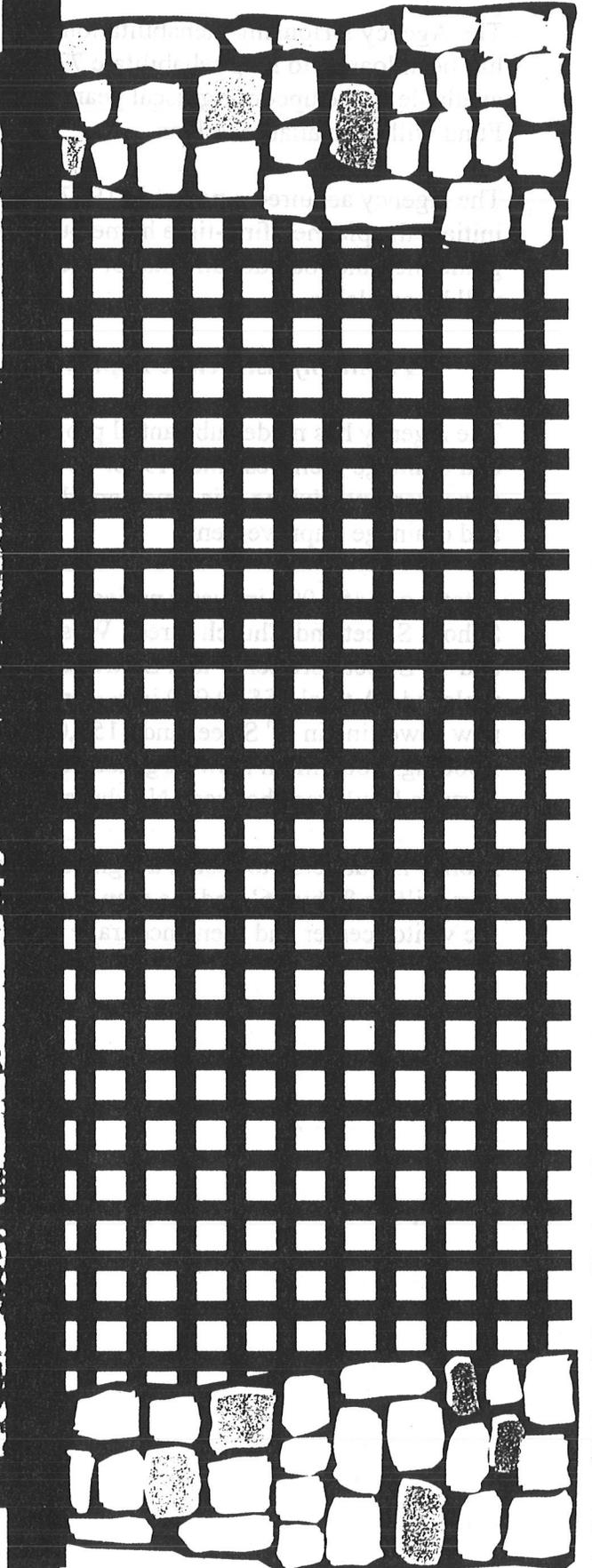
Money is budgeted to install a sign on Highway 101 south of town to advertise River Lodge. The sign will be 8' by 16' and the plan is attached. The purpose is to bring people off the Highway to the visitor center and then encourage them to go into town.

RIVER LODGE

Visitor Center

Gift Shop

Gardens
Next Right



RESOLUTION NO. 2000-02

**A RESOLUTION OF THE FORTUNA REDEVELOPMENT AGENCY
ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2000-01
AND ESTABLISHING THE INDEBTEDNESS TO BE INCURRED
BY THE AGENCY IN ACCORDANCE WITH SECTION 33606 OF THE
CALIFORNIA HEALTH AND SAFETY CODE**

WHEREAS, the proposed budget for the Fortuna Redevelopment Agency beginning July 1, 2000, was presented by the Executive Director on June 19, 2000; and

WHEREAS, the Board of Directors has considered the proposed Budget at a duly noticed public hearing on June 19, 2000; and

WHEREAS, the Board of Directors considered comments from the staff and public on the 2000-01 Fiscal Year Budget on June 19, 2000;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Fortuna Redevelopment Agency as follows:

Section 1, Budget Adoption:

The Budget entitled "Fortuna Redevelopment Agency 2000-2001 Fiscal Year Budget", is hereby adopted, and the amounts stated therein as proposed expenditures for the purpose therein stated shall be appropriated to the objects and purposes therein.

Section 2, Budget Transfers:

The Executive Director is authorized to make budget transfers from one object account to another object account without increasing the overall Budget with the exception that the Board of Directors shall approve the following types of transfers:

- A. Any significant change in program level or content.
- B. Any increase in total indebtedness.

Section 3, Loans and Cash Advances.

The Agency has entered into a Cooperative Agreement with the City of Fortuna. Such agreement provides that certain services and funds shall be provided to the Agency by the City of Fortuna.

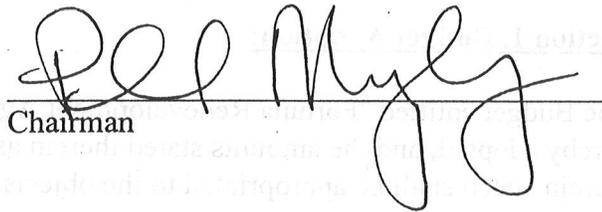
The funding for FY 2000-01 is a cash advance from the following funds of the City of Fortuna:

General Fund Cash Advance	\$ 80,000
Water Fund Cash Advance	\$ 515,000
Wastewater Fund Cash Advance	<u>\$ 32,000</u>
Total	<u>\$ 627,000</u>

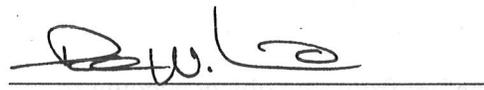
The Cooperative Agreement sets forth the terms and conditions for repayment of the loan from the City of Fortuna.

PASSED AND ADOPTED on this 19th day of June, 2000 by the following vote:

AYES: Board Members Berti, Chapman, Cooke, Shelton and Chairman Nyberg
NOES: None
ABSENT: None
ABSTAIN: None


Chairman

ATTEST:


Secretary

RESOLUTION NO. 2000-03

**A RESOLUTION OF THE FORTUNA REDEVELOPMENT AGENCY
APPROVING AND RATIFYING CERTAIN FINANCIAL
PROCEDURES OF THE AGENCY AND ESTABLISHING THE INTENT TO
ISSUE BONDS TO REIMBURSE CERTAIN QUALIFIED EXPENDITURES**

WHEREAS, under State and Federal tax law only certain expenditures qualify for tax exempt financing; and

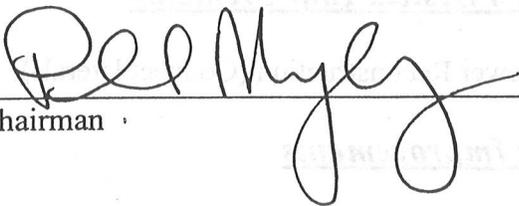
WHEREAS, Exhibit A attached hereto lists those public programs and related implementation costs for which the Agency plans to issue tax exempt municipal bonds to reimburse the Agency for the funds advanced; and

WHEREAS, the Agency plans to temporarily fund certain programs via advances from the City of Fortuna or from tax increment funds that are intended to be utilized for other programs until the proposed bonds are issued.

NOW, THEREFORE, THE FORTUNA REDEVELOPMENT AGENCY DOES HEREBY approve and ratify the allocation of funds reflected in Exhibit A for Fiscal Year 2000-01 and the Agency does hereby establish its intent to issue bonds as soon as economically feasible to reimburse the Agency for the cost of those public programs listed in Exhibit A attached hereto.

PASSED AND ADOPTED on this 19th day of June 2000, by the following vote:

AYES: Board Members Berti, Chapman, Cooke, Shelton and Chairman Nyberg
NOES: None
ABSENT: None
ABSTAIN: None


Chairman

ATTEST:

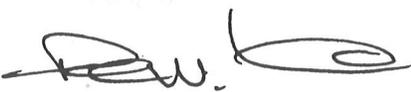

Secretary

Exhibit A – Public Projects

Housing Projects

485 Spring Street Rehabilitation	\$ 3,000
Penn Street Subdivision	5,000
527 Spring Street Rehabilitation	15,000

Community Improvements

Downtown Redevelopment Project	75,000
River Lodge Fixtures and Equipment	23,000
Entrance Beautification and City Landscaping	15,000

Water System Improvements

Cecil – Drake Hill to College (6" Main and Pave)	80,000
Webber – Church to School (6" Main and Pave)	45,000
School Street – West of Thelma (6" Main and Pave)	50,000
7 th Street, P to L & L Street, 7 th to 8 th (8" Main and Pave)	190,000
P Street, 10 th to Home Avenue (10" Main and Pave)	90,000

Wastewater System Improvements

7 th Street Sewer Reconstruction (Connect laterals)	20,000
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Drainage Improvements

7 th Street – P to Main (36")	80,000
Fortuna Blvd – Newburg to Redwood Way & Newburg – Fortuna Blvd to Summer	155,000

<u>Total Public Projects</u>	\$ 846,000
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Fund Balances

Fund	1970		1971		1972		1973		1974		1975	
	Actual	Estimated										
General Fund	1,200,000	1,300,000	1,100,000	1,200,000	1,000,000	1,100,000	900,000	1,000,000	800,000	900,000	700,000	800,000
Capital Projects	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Reserve for Contingencies	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Other Funds	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Total	2,100,000	2,200,000	2,000,000	2,100,000	1,900,000	2,000,000	1,800,000	1,900,000	1,700,000	1,800,000	1,600,000	1,700,000

ANALYSIS OF FUND BALANCES

ADMINISTRATION, DEBT SERVICE, ECONOMIC DEVELOPMENT AND PUBLIC INFRASTRUCTURE FUNDS

	Administration Fund	Bond Debt Service Fund	City Debt Service Fund	Economic Development Fund	CCC Building Fund	Public Infrastructure Fund	Bond Projects Fund	Total All Funds
Beginning Cash Balance	\$270,200	\$0	\$0	\$21,800	\$41,400	\$265,200	\$0	\$598,600
Recurring Revenues	183,800	76,760	0	0	8,040	7,810	0	276,410
Interest Revenue	16,700	5,500	0	1,100	2,000	8,500	0	33,800
Operational Expenditures	(87,265)	0	0	0	(8,040)	0	0	(95,305)
Debt Service	0	(82,260)	(589,900)	0	0	0	0	(672,160)
Operational Surplus (Deficit)	\$113,235	\$0	(\$589,900)	\$1,100	\$2,000	\$16,310	\$0	(\$457,255)
Grant Receipts	0	0	0	0	0	0	0	0
Capital Expenditures	0	0	0	0	0	(823,000)	0	(823,000)
Net Other Increase (Decrease)	\$0	\$0	\$0	\$0	\$0	(\$823,000)	\$0	(\$823,000)
Net Surplus (Deficit)	\$113,235	\$0	(\$589,900)	\$1,100	\$2,000	(\$806,690)	\$0	(\$1,280,255)
Advances from City Funds	0	0	0	627,000	0	0	0	627,000
Interest Accrual - City Funds	0	0	589,900	0	0	0	0	589,900
Transfer from(to) PIF	0	0	0	(627,000)	0	627,000	0	0
Net Balance Sheet Items	\$0	\$0	\$589,900	\$0	\$0	\$627,000	\$0	\$1,216,900
Ending Cash Balance	\$383,435	\$0	\$0	\$22,900	\$43,400	\$85,510	\$0	\$535,245

ANALYSIS OF FUND BALANCES

HOUSING FUNDS

	Housing Set Aside Fund	CDBG Housing Loan Fund	Total All Funds
Beginning Cash Balance	\$13,000	\$182,200	\$195,200
Recurring Revenues	92,890	29,060	121,950
Interest Revenue	510	4,500	5,010
Operational Expenditures	(11,650)	(4,700)	(16,350)
Debt Service	(26,490)	0	(26,490)
Operational Surplus (Deficit)	\$55,260	\$28,860	\$84,120
Grant Receipts	0	0	0
Loans	(50,000)	(196,060)	(246,060)
Capital Expenditures	(8,000)	(15,000)	(23,000)
Net Other Increase (Decrease)	(\$58,000)	(\$211,060)	(\$269,060)
Net Surplus (Deficit)	(\$2,740)	(\$182,200)	(\$184,940)
Ending Cash Balance	\$10,260	\$0	\$10,260

ANALYSIS OF FUND BALANCES

BUSINESS LOAN FUNDS

	CDBG Business Loan Fund	FMHA Business Loan Fund	1981 CDBG Business Loan Fund	Total All Funds
Beginning Cash Balance	\$0	\$144,400	\$26,100	\$170,500
Recurring Revenues	29,060	31,400	24,150	84,610
Interest Revenue	0	3,610	650	4,260
Operational Expenditures	(3,850)	0	0	(3,850)
Debt Service	0	0	0	0
Operational Surplus (Deficit)	\$25,210	\$35,010	\$24,800	\$85,020
Grant Receipts	400,000	0	0	400,000
Loans	(425,210)	(179,410)	(50,900)	(655,520)
Capital Expenditures	0	0	0	0
Net Other Increase (Decrease)	(\$25,210)	(\$179,410)	(\$50,900)	(\$255,520)
Net Surplus (Deficit)	\$0	(\$144,400)	(\$26,100)	(\$170,500)
Ending Cash Balance	\$0	\$0	\$0	\$0

Revenues and Other Sources of Funds

Category	2019	2018	2017	2016	2015	2014
Administrative	1,200,000	1,150,000	1,100,000	1,050,000	1,000,000	950,000
Capital	500,000	450,000	400,000	350,000	300,000	250,000
Operating	2,500,000	2,400,000	2,300,000	2,200,000	2,100,000	2,000,000
Other	100,000	100,000	100,000	100,000	100,000	100,000
Total	4,300,000	4,150,000	4,000,000	3,850,000	3,700,000	3,550,000

REVENUES & OTHER SOURCES OF FUNDS

BY FUND

Description	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
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ADMINISTRATION FUND

Property Tax Increment	\$255,270	\$281,327	\$314,447	\$325,000	\$337,000	\$348,000
Transfer to HSA	(62,402)	(66,622)	(78,612)	(81,250)	(85,940)	(88,740)
Transfer to Bond Fund	(76,598)	(76,411)	(75,322)	(76,700)	(78,611)	(76,760)
Transfer to Debt Service	0	0	0	0	0	0
Interest Income	1,081	1,005	2,552	26,000	9,840	16,700
CCC Admin. Fees	1,300	1,300	1,300	1,300	1,300	1,300
Miscellaneous Revenue	0	0	200	0	0	0
Sale of Property	0	0	6,277	37,911	27,436	0

Subtotal Recurring Sources	\$118,651	\$140,599	\$170,842	\$232,261	\$211,025	\$200,500
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Insurance Refunds	1,634	0	0	0	0	0
Advances: General Fund	85,592	134,940	109,973	0	0	0

Subtotal Non-Recurring Sources	\$87,226	\$134,940	\$109,973	\$0	\$0	\$0
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Total	\$205,877	\$275,539	\$280,815	\$232,261	\$211,025	\$200,500
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BOND DEBT SERVICE FUND

Transfer Increment from Admin	\$76,598	\$76,411	\$75,322	\$76,700	\$78,611	\$76,760
Interest Income	4,176	6,702	5,709	6,570	5,200	5,500

Total	\$80,774	\$83,113	\$81,031	\$83,270	\$83,811	\$82,260
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CITY DEBT SERVICE FUND

Transfer Increment from Admin	\$0	\$0	\$0	\$0	\$0	\$0
Interest Accrual-City Advances	145,267	191,071	372,919	466,242	476,900	589,900

Total	\$145,267	\$191,071	\$372,919	\$466,242	\$476,900	\$589,900
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HOUSING SET ASIDE FUND

Transfer Increment from A&DSF	\$62,402	\$66,622	\$78,612	\$81,250	\$85,940	\$88,740
Interest Income	8,317	3,218	3,128	3,475	1,950	510
Advance from Water Fund	43,000	0	0	0	0	0
Loan Payments	0	5,199	43,866	0	3,453	4,150
Sale of Property	0	0	0	0	0	0

Total	\$113,719	\$75,039	\$125,606	\$84,725	\$91,343	\$93,400
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REVENUES & OTHER SOURCES OF FUNDS

BY FUND

Description	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
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ECONOMIC DEVELOPMENT FUND

Grant Allocation	\$89,850	\$0	\$30,000	\$0	\$0	\$0
Loan Repayments	4,024	3,782	3,782	0	0	0
Interest Income	369	104	48	2,700	1,065	1,100
Sale of Property	0	0	0	27,659	0	0
Advances:						
General Fund	357,721	681,956	341,826	132,000	132,000	80,000
Water Fund	122,334	139,647	211,996	205,000	205,000	515,000
Wastewater Fund	42,265	56,906	719,158	120,000	120,000	32,000
Drainage Fund	25,679	207,824	188,768	46,000	46,000	0
Transfer from Administration	0	43,225	0	0	0	0
Total	\$642,242	\$1,133,444	\$1,495,578	\$533,359	\$504,065	\$628,100

CCC BUILDING FUND

Interest Income	\$1,118	\$2,403	\$1,758	\$0	\$1,960	\$2,000
State CCC Reimbursement	10,406	10,616	7,637	8,040	7,400	8,040
Miscellaneous Revenue	1,907	1,530	0	0	0	0
Total	\$13,431	\$14,549	\$9,395	\$8,040	\$9,360	\$10,040

PUBLIC INFRASTRUCTURE FUND

Grant Allocation	\$0	\$0	\$0	\$0	\$0	\$0
Contributions	0	1,000	7,879	0	550	0
Loan Repayments	4,003	6,102	6,085	7,500	9,010	7,810
Interest Income	4,615	3,148	2,821	3,690	20,000	8,500
Transfer from EDF Fund	36,917	284,461	270,905	503,000	503,000	627,000
Total	\$45,535	\$294,711	\$287,690	\$514,190	\$532,560	\$643,310

BOND PROJECTS FUND

Bond Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
Interest Income	47,037	20,797	0	\$0	0	0
Total	\$47,037	\$20,797	\$0	\$0	\$0	\$0

CDBG HOUSING LOAN FUND

Loan Repayments	\$26,856	\$52,165	\$109,055	\$34,200	\$85,575	\$25,550
Transfer In from BLF	234,172	15,143	16,284	16,285	14,000	16,285
Transfer Out to BLF	(19,476)	(32,462)	(59,619)	(17,100)	(43,000)	(12,775)
Interest Income	15,365	18,312	16,356	4,230	10,050	4,500
Grant Allocation	0	0	0	0	0	0
Total	\$256,917	\$53,158	\$82,076	\$37,615	\$66,625	\$33,560

REVENUES & OTHER SOURCES OF FUNDS

BY FUND

Description	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
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CDBG BUSINESS LOAN FUND

Loan Repayments	\$0	\$11,856	\$13,230	\$32,570	\$27,250	\$32,570
Transfer In from HLF	22,413	32,462	59,619	17,100	43,000	12,775
Transfer Out to HLF	14,125	15,143	(16,284)	16,285	(14,000)	(16,285)
Interest Income	21,514	21,344	21,344	3,290	7,245	0
Grant Allocation	0	0	0	0	0	400,000
Total	\$58,052	\$80,805	\$77,909	\$69,245	\$63,495	\$429,060

FMHA BUSINESS LOAN FUND

Loan Repayments	\$41,855	\$50,092	\$42,155	\$42,430	\$35,600	\$31,400
Interest Income	15,761	16,756	15,786	250	2,680	3,610
Sale of Property	0	0	0	40,430	1,000	0
Total	\$57,616	\$66,848	\$57,941	\$83,110	\$39,280	\$35,010

1981 CDBG BUSINESS LOAN FUND

Loan Repayments	\$7,949	\$56,243	\$12,200	\$30,650	\$28,700	\$24,150
Interest Income	15,618	14,116	14,523	1,860	3,260	650
Total	\$23,567	\$70,359	\$26,723	\$32,510	\$31,960	\$24,800

TOTAL REVENUES & OTHER SOURCES OF FUNDS

Property Tax Increment	\$255,270	\$281,327	\$314,447	\$325,000	\$337,000	\$348,000
Interest Income	134,971	107,905	84,025	52,065	63,250	43,070
Loan Repayments	84,687	185,439	230,373	147,350	189,588	125,630
Project Revenues	0	1,000	7,879	0	550	0
Bond Proceeds	0	0	0	0	0	0
Grant Receipts	89,850	0	30,000	0	0	400,000
Sale of Property	0	0	6,277	106,000	28,436	0
Advances from City Funds	676,591	1,221,273	1,571,721	503,000	503,000	627,000
Interest Accrual-City Advances	145,267	191,071	372,919	466,242	476,900	589,900
Miscellaneous	15,247	13,446	9,137	9,340	8,700	9,340
Total Redevelopment Agency	\$1,401,883	\$2,001,461	\$2,626,778	\$1,608,997	\$1,607,424	\$2,142,940

Classification	1997-98	1998-99	1999-00	2000-01
City Finance	0.00	0.00	0.00	0.00
Administrative Services	0.00	0.00	0.00	0.00
Police Department	0.00	0.00	0.00	0.00
Fire Department	0.00	0.00	0.00	0.00
Public Works	0.00	0.00	0.00	0.00
Library	0.00	0.00	0.00	0.00
City Auditor	0.00	0.00	0.00	0.00

Expenditure Detail by Fund

Department	1997-98	1998-99	1999-00	2000-01
Network Support	0	0	0	0
City Health Expenses	1,177	1,230	1,238	1,230
Insurance and Pensions	1,100	1,100	1,100	1,100
Travel and Conferences	1,131	1,131	1,131	1,131
Training Expenses	2,100	2,100	2,100	2,100
Property Tax Administration	2,101	2,101	2,101	2,101
Utilities	2	2	2	2
Insurance	1,000	1,000	1,000	1,000
Advertising	17	17	17	17
Legal Counsel	130	130	130	130
Contract Services	0	0	0	0
Auto Pool	1,500	1,500	1,500	1,500
Other Supplies	111	111	111	111
Board Fee	1,100	1,100	1,100	1,100
License Fee	1,100	1,100	1,100	1,100
Compensation of Director	1,100	1,100	1,100	1,100
Salaries	1,100	1,100	1,100	1,100
Total	24,000	24,000	24,000	24,000

ADMINISTRATION FUND

Fund 800

DEPARTMENT PURPOSE

This account holds part of the annual tax increment revenues. Moneys in this account are utilized to pay for those Agency costs which should not be paid by other funds. Moneys spent in this account are not eligible for future reimbursement from tax increment allocation bond sales and fund the general administrative functions of the Agency.

DEPARTMENT GOALS AND OBJECTIVES

To operate the administrative functions of the Agency in the most cost effective manner possible.

PERSONNEL SUMMARY

Classification	Staffing Levels				
	1996-97	1997-98	1998-99	1999-00	2000-01
City Manager	0.45	0.45	0.45	0.45	0.45
Finance Director	0.05	0.05	0.05	0.05	0.05
Administrative Assistant	0.50	0.50	0.50	0.25	0.25
City Planner	0.30	0.30	0.30	-	-
Total Authorized	1.30	1.30	1.30	0.75	0.75

HISTORY OF EXPENDITURES BY CATEGORY

Description	Dept. 7000	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Salaries	5100	\$54,733	\$56,878	\$58,179	\$41,150	\$41,225	\$45,000
Compensation of Directors	5165	2,460	1,440	990	2,000	3,390	3,600
Vacation Buyback	5180	1,189	539	2,805	500	1,415	500
Benefits	5200	13,440	13,366	10,546	6,450	5,195	6,020
Office Supplies	5400	412	244	787	500	3,335	500
Audit Fees	6000	3,500	3,615	3,837	2,125	2,125	2,125
Contract Services	6015	0	700	1,984	0	0	0
Legal Counsel	6025	250	44	0	1,500	150	1,500
Advertising	6300	23	208	73	300	170	300
Insurance	6350	2,000	2,000	2,000	2,000	2,000	2,000
Utilities	6505	0	46	116	0	0	0
Property Tax Admin Fees	6700	6,744	5,337	6,740	6,000	9,025	9,000
Taxing Agency Payments	6820	5,869	6,469	7,231	0	7,750	8,000
Travel and Conferences	7000	1,423	2,774	1,822	2,500	1,050	2,500
Dues and Subscriptions	7015	1,160	1,048	1,035	1,400	1,800	2,000
City Hall Rent Expense	9050	1,725	1,698	1,358	1,720	1,720	1,720
Capital Outlay		0	0	0	0	0	
Network Upgrade Reserve	9089						2,500
Total		\$94,928	\$96,406	\$99,503	\$68,145	\$80,350	\$87,265

DEBT SERVICE FUNDS

Funds 890 & 895

PURPOSE

The debt service funds of the Redevelopment Agency account for the repayment of long-term debt incurred by the Agency. The Bond Debt Service Fund issued the 1993 Tax Allocation Bonds to sponsor public infrastructure development and to reimburse the Agency for certain previously qualified expenditures. The fund receives allocations of the yearly tax increment equal to the amount of the debt service. 75% of the proceeds of the bond issue were transferred to the Bond Projects Fund and 25% to the Housing Set Aside Fund. The HSA sponsors 25% of the Bond repayment.

The City Debt Service fund accounts for debt repayments to the City's General, Water, Wastewater and Drainage Funds on funds advanced to the Agency for capital improvement projects and general operations.

GOALS AND OBJECTIVES

1. To provide payments to meet interest obligations and retire the bond principle.
2. To provide yearly information to the Trustee in conformance with the requirements of the Bond Statements.
3. To facilitate loans from other City Funds and provide for debt service accruals.

HISTORY OF EXPENDITURES BY CATEGORY

Bond Debt Service Fund

Fund 890

Description	Dept. 8000	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Bond Trustee Costs	6055	\$2,452	\$2,489	\$2,800	\$2,800	\$2,800	\$2,800
Bond Principle	8640	15,000	15,000	18,750	18,750	18,750	18,750
Interest Expense	8840	64,178	63,502	62,678	61,720	61,717	60,710
Total		\$81,630	\$80,991	\$84,228	\$83,270	\$83,267	\$82,260

City Debt Service Fund

Fund 895

Description	Dept. 8000	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Administration Fund Advances							
Debt Service Principle							
General Fund	8670	\$81,650	\$140,421	\$0	\$0	\$0	\$0
Debt Service Interest							
General Fund	8870	209	990	9,973	0	11,100	12,100
Economic Development Fund Advances							
Debt Service Principle							
General Fund	8670	289,068	15,777	0	0	0	0
Debt Service Interest							
General Fund	8870	11,440	27,447	86,725	121,631	125,600	144,700
Water Fund	8875	89,746	103,039	119,996	152,482	152,900	219,300
Wastewater Fund	8880	29,743	35,965	109,158	132,617	133,000	149,100
Drainage Fund	8885	14,129	23,630	47,068	59,512	54,300	64,700
Total		\$515,985	\$347,269	\$372,919	\$466,242	\$476,900	\$589,900

HISTORICAL LOAN BALANCES

Description	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
GENERAL FUND						
Beginning Balance	\$45,670	\$118,080	\$778,778	\$1,084,313	\$1,230,577	\$1,488,177
Advances	431,475	816,896	355,101	132,000	132,000	80,000
Interest Accrual	11,650	28,438	96,698	121,631	125,600	156,800
Repayments	(370,715)	(184,636)	0	0	0	0
Ending Balance	\$118,080	\$778,778	\$1,230,577	\$1,337,944	\$1,488,177	\$1,724,977
WATER FUND						
Beginning Balance	\$845,920	\$1,011,264	\$1,107,911	\$1,319,822	\$1,319,907	\$1,677,797
Advances	75,598	36,609	92,000	205,000	205,000	515,000
Interest Accrual	89,746	107,541	119,996	152,482	152,890	219,300
Repayments	0	(47,503)	0	0	0	0
Ending Balance	\$1,011,264	\$1,107,911	\$1,319,907	\$1,677,304	\$1,677,797	\$2,412,097
WASTEWATER FUND						
Beginning Balance	\$279,860	\$329,617	\$386,522	\$1,206,174	\$1,205,680	\$1,458,611
Advances	20,014	20,941	710,000	120,000	120,000	32,000
Interest Accrual	29,743	35,964	109,158	132,617	132,931	149,100
Repayments	0	0	0	0	0	0
Ending Balance	\$329,617	\$386,522	\$1,205,680	\$1,458,791	\$1,458,611	\$1,639,711
DRAINAGE FUND						
Beginning Balance	\$132,008	\$150,376	\$358,200	\$549,120	\$546,968	\$647,200
Advances	4,239	184,194	141,700	46,000	46,000	0
Interest Accrual	14,129	23,630	47,068	59,512	54,232	64,700
Repayments	0	0	0	0	0	0
Ending Balance	\$150,376	\$358,200	\$546,968	\$654,632	\$647,200	\$711,900
ALL FUNDS						
Beginning Balance	\$1,303,458	\$1,609,337	\$2,631,411	\$4,159,429	\$4,303,132	\$5,271,785
Advances	\$531,326	\$1,058,640	\$1,298,801	\$503,000	\$503,000	\$627,000
Interest Accrual	\$145,268	\$195,573	\$372,920	\$466,242	\$465,653	\$589,900
Repayments	(\$370,715)	(\$232,139)	\$0	\$0	\$0	\$0
Ending Balance	\$1,609,337	\$2,631,411	\$4,303,132	\$5,128,671	\$5,271,785	\$6,488,685

ECONOMIC DEVELOPMENT FUND

Fund 850

PURPOSE

This fund holds all non-bond, non-general purpose, and non-Housing Set Aside funds of the Agency. The primary expenditures of this fund include economic development projects not eligible for municipal bond funding. Secondary expenditures include loans to the Public Infrastructure Fund.

GOALS AND OBJECTIVES

1. To provide for economic development opportunities within the project area.
2. To facilitate loans from other City Funds.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

There are no significant expenditures planned for 2000-01.

HISTORY OF EXPENDITURES BY CATEGORY

Description	Dept. 7400	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Grant Related Capital Projects							
Riverwalk Drive Industrial Park		\$9,929	\$18,429	\$29,301	\$0	\$500	\$0
Dinsmore Industrial Park		95,040	4,486	989	0	6,735	0
Tourism Grant		4,850	0	0	0	0	0
Transfers to PIF		93,577	284,461	1,028,099	503,000	503,000	627,000
Transfers to Meeting Facility		114,721	605,853	237,505	0	0	0
Total		\$318,117	\$913,229	\$1,295,894	\$503,000	\$510,235	\$627,000

CCC Building Loan Fund

Fund (885) Dept. (7600)

CCC Building Insurance	\$10,406	\$10,616	\$7,601	\$8,000	\$7,364	\$8,000
Property Tax	0	0	36	40	36	40
Capital Outlay	0	3,424	8,193	0	0	0
Total	\$10,406	\$14,040	\$15,830	\$8,040	\$7,400	\$8,040

PUBLIC INFRASTRUCTURE FUND

Fund 860

PURPOSE

Funds for this account are obtained via loans from the Economic Development Fund, from bond proceeds and state and federal grants. Primary expenditures from this fund include public infrastructure improvements, personnel costs related to infrastructure programs, qualified bond issue financing costs including certain interest payments, economic development grants, and staffing costs related to economic development grants.

GOALS AND OBJECTIVES

To provide for public infrastructure improvements within the project area.

HISTORY OF EXPENDITURES BY CATEGORY

Description	Dept. 7500	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Transfer to EDF		\$12,063	\$0	\$0	\$0	\$0	\$0
Community Improvements		356,974	1,701,875	194,077	147,000	132,000	113,000
Water System Improvements		33,278	35,929	62,741	205,000	205,000	455,000
Sewer System Improvements		20,217	22,368	714,740	105,000	120,000	20,000
Drainage Improvements		4,239	220,166	157,704	46,000	46,000	235,000
Total		\$426,771	\$1,980,338	\$1,129,261	\$503,000	\$503,000	\$823,000

BOND PROJECTS FUND

Fund 862

PURPOSE

This fund holds Tax Allocation Bond proceeds issued to sponsor public infrastructure development. The funds are transferred to various projects that meet the qualifications of the Bond Statements.

GOALS AND OBJECTIVES

The major goal of this fund is to contribute to community development projects in the project area.

HISTORY OF EXPENDITURES BY CATEGORY

Description	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
1993 Tax Allocation Bonds	\$42,327	\$791,769	\$0	\$0	\$0	\$0
Total	\$42,327	\$791,769	\$0	\$0	\$0	\$0

HOUSING SET ASIDE FUND

Fund 810

PURPOSE

This fund is used to account for the 20% housing set aside allocation required by State law. The expenditures are for those projects that improve and increase the supply of low-to-moderate income housing.

GOALS AND OBJECTIVES

1. To improve the City's residential neighborhoods.
2. To increase the supply of L&M housing units and or L&M housing lots.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

The Agency will continue to develop the Penn Street property over the course of the next few years. This year's plan is to complete the subdivision and begin installing on and off-site improvements.

HISTORY OF EXPENDITURES BY CATEGORY

Description	Dept. 7100	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Salaries	5100	\$1,764	\$50	\$500	\$2,000	\$2,000	\$2,000
Benefits	5200	390	91	55	200	200	200
Legal Counsel	6025	106	40	0	5,000	0	5,000
Bond Trustee Costs	6055	817	830	933	950	935	950
Property Tax Admin Fees	6700	0	1,779	2,247	1,800	3,090	3,500
Travel and Conference	7000	1,039	0	0	0	1,960	0
Rehab Loans	7645	33,677	0	3,325	104,500	103,350	50,000
Capital Outlay		1,324	0	2,054	0	0	0
Bond Interest Expense	8640	21,393	21,168	20,893	20,580	20,575	20,240
Bond Principle	8840	5,000	5,000	6,250	6,250	6,250	6,250
Water Fund Principle	8675		43,000	0	0	0	0
Water Fund Interest	8875		4,503	0	0	0	0
Total		\$65,510	\$76,461	\$36,257	\$141,280	\$138,360	\$88,140

CDBG HOUSING REVOLVING LOAN FUND

Fund 820

PURPOSE

The purpose of these funds is to account for the housing expenditures of the Community Development Block Grants (CDBG) the City received in 1988, 1989 and 1992. The funds must be used in accordance with the Reuse Plan adopted by the Agency and approved by the State. The State requires that CDBG funds be used only for those programs that meet their guidelines.

GOALS AND OBJECTIVES

To provide loans to rehabilitate homes owned by low and moderate income households.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

There are no significant changes from the previous fiscal year.

HISTORY OF EXPENDITURES BY CATEGORY

Description	Dept. 7200	Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
Salaries	5100	\$2,175	\$500	\$2,000	\$2,000	\$2,000	\$2,000
Benefits	5200	835	91	441	500	500	500
Office Supplies	5400	163	83	0	200	10	200
Audit Fees	6000	2,000	2,065	0	1,500	1,500	1,500
Program Administration	6050	293	40	312	0	0	0
Advertising	6300	0	0	0	500	0	500
Travel and Conference	7000	419	0	0	0	0	0
Housing Project Loans	7645	22,766	20,184	16,897	202,215	10,000	196,060
Econ Development Loans	7650	0	0	0	0	0	0
Capital Outlay		0	0	1,000	0	0	0
Total		\$28,651	\$22,963	\$20,650	\$206,915	\$14,010	\$200,760

COMMERCIAL DEVELOPMENT REVOLVING LOAN FUNDS

Fund 830, 832, 834

PURPOSE

The purpose of this fund is to account for the expenditures associated with making loans to encourage business retention and expansion. The moneys in this Fund came from an Industrial Development Grant the Agency received from the Farmers Home Administration, the moneys that were transferred to the Agency from the Fortuna Economic Development Corporation (FEDC) when it was disincorporated, and from the CDBG grants for business expansion and attraction efforts.

GOALS AND OBJECTIVES

To provide loans to encourage and promote business and economic development.

SIGNIFICANT EXPENDITURES/STAFFING CHANGES

There are no significant changes from the previous fiscal year.

HISTORY OF EXPENDITURES BY CATEGORY

Description		Actual 1996-97	Actual 1997-98	Actual 1998-99	Budget 1999-00	Estimate 1999-00	Request 2000-01
CDBG Business Loan Fund							
				Fund (830)	Dept. (7300)		
Salaries	5100	\$2,466	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Benefits	5200	637	182	109	250	250	250
Office Supplies	5400	0	0	614	0	50	100
Audit Fees	6000	0	0	0	0	0	1000
Contract Services	6015	860	0	0	0	1,500	1000
Program Administration	6050	0	0	72	0	0	0
Advertising	6300	0	0	0	500	0	500
Travel & Conference	7000	0	0	0	0	0	0
Econ. Development Loans	7650	57,000	0	0	166,625	217,350	425,210
Property Acquisition	7700	0	100,792	1,482	0	0	0
Capital Outlay		0	0	1,000	0	0	0
Total		\$60,963	\$101,974	\$4,278	\$168,375	\$220,150	\$429,060

FMHA Business Loan Fund

				Fund (834)	Dept. (7305)		
Office Supplies	5400	\$0	\$0	\$0	\$0	\$0	\$0
Program Administration	6050	56	0	0	0	0	0
Travel & Conference	7000	0	0	0	0	0	0
Econ. Development Loans	7650	49,009	0	99,682	93,210	350	179,410
Total		\$49,065	\$0	\$99,682	\$93,210	\$350	\$179,410

1981 CDBG Business Loan Fund

				Fund (832)	Dept. (7310)		
Econ. Development Loans	7650	\$65,430	\$28,728	\$0	\$107,010	\$77,500	\$50,900
Bad Debts	7800	0	46,483	0	0	0	0
Total		\$65,430	\$75,211	\$0	\$107,010	\$77,500	\$50,900

CAPITAL IMPROVEMENT PROJECTS

		Funding Source	Budget 2000-01
HOUSING PROJECTS			
9094	485 Spring Street Rehabilitation	Housing Set-Aside	3,000
9095	Penn Street Subdivision	Housing Set-Aside	5,000
9097	527 Spring Street Rehabilitation	CDBG Housing	15,000
Total			\$23,000
COMMUNITY IMPROVEMENTS			
9395	Downtown Redevelopment Project	GF Loan	\$75,000
9897	River Lodge Fixtures & Equipment	GF Loan	23,000
9970	Entrance Beautification and City Landscaping	GF Loan	15,000
Total			\$113,000
Fund 870	WATER SYSTEM IMPROVEMENTS		
9030	Cecil - Drake Hill to College (6" Main and Pave)	WF Loans	80,000
9031	Webber - Church to School (6" Main and Pave)	WF Loans	45,000
9032	School Street - West of Thelma (6" Main and Pave)	WF Loans	50,000
9131	7th Street, P to L & L Street, 7th to 8th (8" Main and Pave)	WF Loans	190,000
9132	P Street, 10th to Home Avenue (10" Main & Pave)	WF Loans	90,000
Total			\$455,000
Fund 875	WASTEWATER SYSTEM IMPROVEMENTS		
9116	7th Street Sewer Reconstruction (Connect laterals)	WWF Loans	\$20,000
Total			\$20,000
Fund 880	DRAINAGE SYSTEM IMPROVEMENTS		
9105	7th Street - P to Main (36")	WF Loans	80,000
9106	Fortuna Blvd - Newburg to Redwood Way & Newburg - Fortuna Blvd to Summer	WF Loans	155,000
Total			\$235,000
Total Capital Improvements			\$846,000
FUND SUMMARY			
Housing Set-Aside			\$8,000
CDBG Housing			15,000
Water Fund Loans			690,000
Sewer Fund Loans			20,000
Drainage Fund Loans			0
General Fund Loans			113,000
Total Capital Improvements			\$846,000

RESOLUTION NO. 2000-26

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FORTUNA
ESTABLISHING VARIOUS FEES, SERVICE CHARGES AND TAXES
WITHIN THE CITY OF FORTUNA
FISCAL YEAR 2000/2001

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**RESOLUTION 2000-26
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FORTUNA
ESTABLISHING VARIOUS FEES, SERVICE CHARGES AND TAXES
WITHIN THE CITY OF FORTUNA**

FISCAL YEAR 2000/2001

WHEREAS, the City of Fortuna establishes fees on a yearly basis to coincide with the passing of the Annual Budget; and

WHEREAS, the staff has prepared the following fee schedules based upon the economic data and related cost estimates of providing the service involved and constructing capital improvements; and

WHEREAS, California Government Code authorizes local agencies to charge fees to cover their expenses for services they provide; and

WHEREAS, the study completed by the staff showed that certain fees were found to be below the recovery rate and, therefore, need to be adjusted; and

WHEREAS, the City Council held a public hearing to receive testimony from the staff and public on the proposed fee schedule.

NOW, THEREFORE, BE IT RESOLVED by the City of Fortuna that the following fees, services and taxes are found to be reasonable and are hereby established:

1. 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
B	10,001	to	20,000	30
C	20,001	to	40,000	45
D	40,001	to	80,000	65
E	80,001	to	140,000	85
F	140,001	to	260,000	110
G	250,001	to	500,000	160
H	500,001	to	900,000	210
I	900,001	to	1,400,000	280
J	1,400,001	to	2,000,000	350
K	In Excess of		2,000,000	465

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. The fee for such license shall be sixteen dollars (\$16.00) per year for the first four units and four dollars (\$4.00) for each additional unit over four.

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 business of contracting within the City, shall pay a license fee of five dollars (\$5.00) per day; provide, that 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 with the City, is not subject to Subsection (d) or (e), shall pay a license fee of five dollars (\$5.00) per day: provided, that any such person may elect to pay a license fee 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 of fifty dollars (\$50.00) per day, and an additional fee or charge five dollars (\$5.00) per day for each and every separate show, attraction or exhibition carried on by such person conducting such carnival after such special permit has been granted, all of which 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, fifty dollars (\$50.00) per day, two or more ring circus, one hundred dollars (\$100.00) per day.

i. License Fees - Coin Operated Entertainment Devices

Any establishment maintaining or operating a phonograph or other musical 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 penalties are 18% per annum for amounts determined due based upon audit review. Business License penalties are 25% of the license fee per month, not to exceed 100% of the Business License Fee.

2. Sewer Service Charges

A. Inside the City Limits

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

Residential: Includes all residential dwelling units including single family, apartments, etc. Monthly charges: \$ 13.42.

Light Commercial: Includes all businesses that produce an effluent with a strength factor of less than 200 mg/l. This class includes such businesses as Barber and Beauty Shops, Retail Establishments, Theaters, Halls, Churches, and Bowling Alleys, etc. Monthly charges: \$ 13.30 plus \$1.38/100 Cubic Feet over 970.

Medium Commercial: Includes all businesses that produce an effluent with a strength factor of between 200mg/l and 500mg/l. This class includes such businesses as Commercial laundries. Monthly charges: \$13.30 plus \$2.08/100 Cubic Feet over 650.

Heavy Commercial: Includes all businesses that produce an effluent with a strength factor of greater than 500mg/l. This class includes such businesses as; Mortuaries, Supermarkets, Bakeries, Restaurants, etc. Monthly charges: \$13.30 plus \$2.91/100 Cubic Feet over 450.

Industrial: Includes any industry where the waste is difficult to treat because of strength, flow, or solids. Monthly charges: \$13.30 plus \$0.54/100 Cubic Feet over 2590 plus \$0.39/ lb BOD plus \$0.43/ lb Suspended Solids.

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 multiple units will be calculated by applying the residential charge times the number of units. If a commercial establishment has multiple units, the highest user class rate will be used.

d. Annual Rate Adjustment

The monthly rates included in Section 2(a) shall be adjusted annually on July 1st of each year based on 37% of the change in the Engineering News Record (ENR) Construction Cost Index using the December values and 1991 as the base year. The monthly rates included in Section 2(a) shall be reviewed by the City Council and approved during the budget process and effective July 1 each year.

e. Single Discharges

Single discharges of less than 1,000 gallons of petroleum contaminated water as approved by the Public Works Director shall be charged \$103.00 per 1,000 gallons plus actual staff time expended for inspection.

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

3. 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:

Base Charge		Usage Charge		
<u>Meter Size in Inches</u>	<u>Monthly Base Fee</u>	<u>Amount of Water in Cubic Feet</u>		<u>Charges/100 Cubic Feet</u>
5/8 by 3/4	\$ 7.60	0	to 250	Monthly Base Fee
1	8.60	251	to 1,000	\$.96 7.20
1 1/2	11.37	1,001	to 2,000	.91 9.10
2	15.09	2,001	to 3,500	.86 12.90
3	19.82	3,501	to 5,000	.81 12.15
4	57.33	5,001	to 15,000	.76 76.00
6	124.92	Over	15,000	.71

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. Backflow Prevention Devices

An additional monthly fee will be charged to those services that are required to maintain testable backflow prevention devices as follows: 3/4 and 1 inch - \$2.00 Greater than 1 inch - \$3.00

d. 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 250 cubic feet of water each month.

e. Senior Citizen Discount

Residential customer age 62 or over will be permitted a two dollar and fifty cents (\$2.50) discount on their monthly water service charges provided that they complete the required form as provided by the City Clerk.

f. Multiple Unit Water Rate Calculation

The water rates for multiple units will be calculated by applying the water rate to the average consumption per unit during the billing period including the minimum base rate, times the number of units.

g. Standby Fire Service Capacity Charge

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

<u>Size Fire Service</u>	<u>Monthly Charge</u>	<u>Size Fire Service</u>	<u>Monthly Charge</u>
2 inch	\$4.00	6 inch	12.00
3 inch	6.00	8 inch	16.00
4 inch	8.00	10 inch	20.00

h. Water Service Deposit and Reconnection Charges

A deposit of forty dollars (\$40.00) 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.

Reconnection Fee \$30.00

i. Annual Rate Adjustment

The monthly rates included in Section 3(a) shall be adjusted annually on July 1st of each year based on 37% of the change in the Engineering New Record (ENR) Construction Cost Index using the December values and 1991 as base year. The monthly rates included in Section 3(a) shall be reviewed by the City Council and approved during the budget process and effective July 1 each year.

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

4. Installation Charges for Water System

There is hereby established charges 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 charges 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 charge shall be as follows:

<u>Size of Meter in Inches</u>	<u>Charge</u>
5/8 or 3/4	\$475.00
1	\$575.00
1 1/2	\$875.00
2	\$1025.00

b. Set Meter Only

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

<u>Size of Meter in Inches</u>	<u>Charge</u>
5/8 or 3/4	\$150.00
1	\$205.00
1 1/2	\$375.00
2	\$475.00

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. Mainline Extensions

If a main line extension is required to reach the property, the charge 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 (if required)

<u>Size of Meter in Inches</u>	<u>Charge</u>
5/8 or 3/4	\$ 150.00
1	\$ 175.00
1 1/2	\$ 200.00
2	\$ 250.00

5. Water System Capital Connection Charges

a. Inside City Limits

There shall be collected and deposited into the Water System Capital Improvement Fund a capital connection charge for any building connecting to the Fortuna Water System of seven hundred fifty-four dollars (\$754.00) for each dwelling unit, professional office, or place of business plus seven hundred fifty-four dollars (\$754.00) for each additional dwelling unit in a multiple dwelling structure or for each separate place of business or professional office located in the same building.

b. Outside City Limits

For any building outside the City of Fortuna connecting to the Fortuna Water System an additional "Buy-in" fee of one thousand six hundred forty-five dollars (\$1,645.00) will be collected and deposited into the Water System Capital Improvement Fund. For any building 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 of two thousand two hundred ninety dollars (\$2,290.00) for each dwelling unit.

c. Annual Adjustment

The capital connection fee and the Buy-in fee shall be adjusted annually each July based on the change in the Engineering News Record (ENR) Construction Cost Index using 1991 as the base year

and December as the base month. The City Manager will advise the City Council of the changed fees prior to the implementation.

6. Wastewater Capital Connection Charges

a. Inside City Limits

The capital connection charges for any building, inside or outside the City of Fortuna connecting to a public sewer there shall be collected and deposited into the Wastewater Capital Reserve Fund one thousand dollars (\$1,000.00) for each individual dwelling unit, professional office, or place of business plus one thousand dollars (\$1,000.00) for each additional dwelling unit in a multiple dwelling structure or for each separate place of business or professional office building having separate restroom facilities and located in the same building or shopping center.

b. Outside City Limits

For any building outside the City of Fortuna connecting to the Fortuna Wastewater System an additional "Buy-in" fee of one thousand nine hundred twenty-one dollars (\$1,921.00) will be collected and deposited into the Wastewater System Capital Improvement Fund.

c. Adjustment

The capital connection fee shall be adjusted annually each July based on the change in the Engineering News Record (ENR) Construction Cost Index using 1991 as the base year and December as the base month. The City Manager will advise the City Council of the changed fees prior to the implementation.

7. Community Development Fees for Services

a. Type of Permit or Fee:

<u>Type of Permit or Fee</u>	<u>Proposed Fees</u>
Minor Subdivision (4 or fewer lots)	\$250 Plus \$ 30 /Parcel
Major Subdivision (5 or more lots)	\$400 Plus \$ 30 /Parcel
Lot Line Adjustment	\$200
Use Permit	
Zoning Administrator	\$ 60
Exempt From CEQA	\$150
Not Exempt From CEQA	\$500
Variance	\$225
Zone Reclassification/General Plan Amend	\$350
Design Review Permit	\$130
Staff Meeting with Applicant	\$ 75
Additional Public Hearing	\$100
Extensions of an Approval	\$ 55
Appeal of a Decision	\$350
Permit Modification or Amendments	\$100
County Map Check Fees	
Final and Parcel Maps	\$215 plus \$ 70/lot plus any remainder
Re-submittal Check	\$ 70 or actual cost, whichever is higher
Certificates of Correction	\$ 50
Legal Description Check	\$100 or actual cost, whichever is higher
City Map Check Fees	
Parcel Map	\$180

Final Map		\$300
Recheck		\$ 60
Engineering Plan Check Fee		
\$0	to	\$100,000
\$100,001	to	\$200,000
More than		\$200,000
Engineering Inspection Fee		
\$0	to	\$100,000
\$100,001	to	\$200,000
More than		\$200,000
Encroachment Permit		\$15
Building Plan Check and Zoning Clearance		100% of UCB Fee Schedule
Inspection Fee		100% of UCB Fee Schedule
Hydraulic Study of Water System		Actual Cost
Abandonment		\$200
Redevelopment Application Fee		\$250
Rebate and Payback Agreements		\$250
Downtown Parking In-Lieu		\$2,180

b. Fees Cumulative

The fees are cumulative.

c. Permit Fees - General

All fees for building, electrical, plumbing and other related permits shall be one hundred percent (100%) as set forth in the current Uniform Administrative Code, 1985 Edition, International Conference of Building Officials.

d. Seismic Fee

- i. 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.
- ii. 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.
- iii. 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.

8. 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:

i. 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.

ii. **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**

i. **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.

ii. **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.

9. 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).

10. 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).

11. 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).

c. Waiver of Sidewalks and/or Parking Lane

The fees established under this Section shall be collected for all development projects for which a sidewalk and parking lane has been waived within the City with the exception of those properties that pay the Home Avenue Fee or the Hillside Drive Fee.

i. Subdivisions

A fee of one dollar and fifty cents (\$1.50/square foot) shall be paid prior to the filing of any parcel map or final map for any parking lane that has been waived. Such fee shall be based on the amount of paving that would normally be required.

ii. Building Permits

A fee of one dollar and fifty cents/square foot of paving (\$1.50/square foot) shall be paid for any parking lane that is waived. Such fee shall be based on the amount of paving that would normally be required. A person shall receive a credit for any fees paid under Section 10 (C) (1).

iii. Fund

The fees collected under this section shall be paid into the "Collector and Arterial Street Improvement Fund."

12. Park Use Fees

a. Picnic Area Rental

Group Picnic Area Rental

<u>Number of Persons</u>	<u>Use Fee</u>	<u>Deposit Fee</u>
0-50	\$50.00	\$50.00
51-100	\$75.00	\$75.00
101-300	\$100.00	\$100.00
301-500	\$150.00	\$150.00

Small Picnic Area Rental

<u>Use Fee</u>	<u>Deposit Fee</u>
\$25.00	\$25.00

b. Rodeo Grounds & Grand Stand

All functions using the Rodeo Ground and Grand Stand area, except those sponsored by the Fortuna Rodeo Association, shall be charged a rental fee of one hundred dollars (\$100.00) per day and be required to provide a refundable security and cleanup deposit of one hundred dollars (\$100.00).

c. Exemptions

The following community events are exempt from paying Park Use, Pavilion Use, and Rohner Recreation Hall Use Fees: Fortuna Redwood Logging Competition, Art and Wine in the Park/VFW Barbecue, Fortuna Rodeo, Fortuna Redwood Autorama, Apple Harvest Festival, and any City Recreation Division sponsored event.

13. Pavilion Use Fees

- a. Resident Use* \$25.00 per hour Monday through Thursday only.
 - b. Non-resident Use* \$35.00 per hour Monday through Thursday only.
 - c. Entire Day Rental* \$300.00 per day
- *All of the above require a \$100.00 cleaning deposit.**
- d. Skating
 - 12 years and under \$4.00
 - 13 years and over \$5.00
 - Entrance fee includes City skate rental
 - e. Private Skating Parties*
 - up to 25 people \$60.00
 - over 25 an additional \$2.00 per person.
- *(Fee no longer charged for Bar Area Use)**
- f. Open Recreation/Open Basketball \$1.00 per person

14. Rohner Recreation Hall

a. Local non-profit groups

Free

b. All others

Residents \$10.00 per hour and \$50.00 cleaning deposit.
 Nonresidents \$20.00 per hour and \$50.00 cleaning deposit.

15. Recreation Class Contractor Fees

a. All activity class contractors

25% of gross revenues (excluding materials fee)

16. Recreation Program Fees

a. Basketball

i. Adult Men and Women

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:

1. Resident \$5.00 per individual
2. Nonresident \$10.00 per individual

ii. Youth

\$25.00 per individual

b. Softball/ Hardball

i. Adult Men and Women

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:

1. Resident \$5.00 per individual
2. Nonresident \$10.00 per individual

ii. Adult Field Reservation Fee

\$ 10.00 per hour

iii. Adult Hardball Game Use Fee

\$17.00 per game (1 1/2 hours)

iv. Hardball/Soccer Field Reservation Fee (no lights)

\$5.00 per hour residents per field
\$10.00 per hour nonresidents per field

v. Softball/Hardball Tournaments

\$50.00 per field/day

c. Private Sport Camps, Tournaments, Programs, Events

i. With City co-sponsorship

No fee

ii. **No City co-sponsorship**

Field/Facility rates apply

d. **Non-resident fee**

Non-resident fee shall be charged to all participants in those sports listed in sub-sections (a) and (b) that live outside of the City limits as follows:

Adult: \$10.00 per individual

Youth: \$5.00 per individual

e. **Other Programs**

Adult Soccer	\$10.00 per game/ per hour
Summer Fun	
Daily drop-in rate	\$15.00 per day
Per Session One Child	\$100.00 per 5 week half-day session
	\$182.50 for two sessions
	\$247.50 for three sessions
	\$295.00 for four sessions
Each additional Sibling:	\$87.50 per 5 week half-day session
	\$162.50 for two sessions
	\$213.75 for three sessions
	\$250.00 for four sessions

Family rate eligibility based on concurrent enrollment

Swim Program	\$50.00 per 2 week session
After School Recreation	\$5.00 per day/except Wednesdays and minimum days \$6.00 per day
	\$3.75 per day for additional children except Wednesdays and minimum days
	\$5.00 per day
	\$95.00 per month for first child
	\$75.00 per month for additional children
	\$15.00 per day on-site drop-in rate
Inservice Day/Recreation Week	\$15.00 per day for first child
	\$10.00 per day for additional children
1st Child Rate	\$60.00 prepay for entire week
Sibling Rate	\$50.00 prepay for entire week
	\$15.00 per day drop-in rate

17. Fees for Dogs

a. **License**

- i. The owner of every dog within the incorporated area of the city shall pay a license fee of \$5.00-one year, \$9.00-two years, and \$12.00-three years for spayed or neutered, \$20.00-one year, \$32.00-two years, \$44.00-three years for other dogs. Free for spayed or neutered dogs owned by Senior Citizens.
- ii. For failure to pay a license fee when due, a penalty of \$10.00 in addition to the regular license fee, beginning on August 1 of the expiration year, or thirty days after the dog is brought into the City, or within 30 days after the puppy has reached the age of 4 months, will be charged.

18. Animal Control Fees

a. Violations

- i. First violation within a 12-month period - \$25 fee and a \$10 per day maintenance fee beginning on day 2.
- ii. Second violation within a 12-month period - \$50 fee and a \$10 per day maintenance fee beginning on day 2.
- iii. Third and subsequent violations, within a 12-month period - \$100 fee and a \$10 per day maintenance fee beginning on day 2.
- iv. Impound, license and maintenance fees shall be collected prior to the release of the impounded animal.

b. Shelter Drop-off fees

- i. There is a drop-off fee of \$25.00 per dog or cat.
- ii. There is a drop-off fee of \$50.00 per litter of dogs and cats.
- iii. There is a fee of \$75.00 per adoption.

19. Miscellaneous Police Fees

- a. Ticket sign off (other than Fortuna citation) \$10.00
- b. Photo Copy of reports \$10.00 per request
- c. VIN Verification / Ticket Sign-off \$10.00
- d. Fingerprinting Fee \$10.00 per card
- e. Bicycle License Fee \$1.00 and \$.50 renewal fee
- f. Police Response Fees

- 1. 3rd false alarm during calendar year-\$25.00
- 2. 4th & subsequent false alarm \$50.00
- 3. Second or subsequent response to disorderly party-actual expense.
- Actual Costs not to exceed \$1000.00
- \$100.00 Actual Cost

- g. D.U.I. Administration charge
- h. Keeper of Nuisance Dog
- i. Parking Penalty Assessments

<u>Violation</u>	<u>Penalty</u>	<u>City</u>	<u>County</u>	<u>Late Penalty</u>
Time Zones	\$15	\$10	\$5	\$33*
Colored Curbs	\$15	\$10	\$5	\$33*
Posted No Parking	\$25	\$20	\$5	\$53*
Abandoned Vehicle	\$35	\$30	\$5	\$73*
22500 (a/b/e/f) CVC	\$25	\$20	\$5	\$53*
22502 (a) CVC	\$25	\$20	\$5	\$53*
22500 (d/g/h/k) CVC	\$35	\$30	\$5	\$73*
22500 (I) CVC	\$50	\$45	\$5	\$103*
22500.1 CVC	\$35	\$30	\$5	\$73*
22514 CVC	\$35	\$20	\$5	\$73*
22515 CVC	\$35	\$30	\$5	\$73*
22517 CVC	\$35	\$30	\$5	\$73*
22521 CVC	\$35	\$30	\$5	\$73*

22507.8a CVC	\$330	\$325	\$5	\$663*
22522 CVC	\$330	\$325	\$5	\$663*
M/C Violations	\$30	\$25	\$5	\$63*

* \$3 to DMV

- i. 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).
- ii. Delinquent penalty consists of the original penalty plus a late fee equal to the original penalty plus \$3.00 administrative charge for the DMV hold.
- iii. 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 Fund 3856, Linkages Assessment Fund 3856.

j. Photographs	\$20.00 per roll
k. Records Research	\$15.00 per hour
l. Solicitors Permits	\$100.00 /year
	\$25.00 /year/renewal
m. Naturalization Letter (No Criminal Conduct)	\$10.00 per letter
n. Repossession Fee	\$15.00
o. Civil Court Appearance	Actual Costs with \$200.00 deposit
p. Concealed Weapons Permit	DOJ Rate plus FOPD G.O. 94-1
q. Audio & Video Tape	\$20.00/Tape
r. Vehicle Removal Impound and Release Fee	\$40.00 per vehicle

20. Assessment Fees

1. 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, as shown in Exhibit A hereof, these amounts are set forth as on Exhibit B hereof, which is incorporated by reference herein.

2. Integrated Waste Recycling Fee (AB 939)

The city will levy a fee of \$0.00 per month per dwelling and/or business in order to meet the requirements of AB 939. The fee will be billed each month on the dwellings utility bill.

21. Storm Drainage Maintenance Service Charges

The following monthly user charges shall be assessed each developed parcel, multi-family dwelling unit, or place of business based on the type of use and size of parcel:

Type of Use	Size of Parcel	
	<15,000 sf	>15,000 sf
Commercial	\$1.75	\$2.81
Industrial	1.65	2.65
Multi-family	0.45	0.45
Residential	0.55	0.88

22. Copy Charges

a. Fees

.10	Per page
.15	Per Page Two Sided
4.00	Per Budget
3.00	Per Agenda Packet (First 5 free)
45.00	City Code
15.00	Zoning Ordinance
25.00	Standard Improvement
15.00	General Plan
15.00	Special Projects – Clerical (Per Hour)
25.00	-Administrative

23. Monday Club Rental Fees

a. Non-profit Groups or Associations

\$ 100.00 per 6-hour time slot and \$100.00 deposit

b. For-Profit Groups or Associations

\$200.00 per 6-hour time slot and \$100.00 deposit

24. River Lodge Rental Fees

A. Fees

i. Daily Rental Rates:

River Lodge may be rented on an as-available basis. Application approval is required. The daily rental rates are as follows:

Facility and Room	Daily Rental Fee	Square Feet	Reception	Capacity Classroom	Banquet
River Lodge					
Fireside Room	\$ 107.00	510	70	50	35
Coho Room	187.00	1,000	170	100	65
Steelhead Room	268.00	2,000	270	200	135
Chinook Room	482.00	3,000	400	300	200
Facility	632.00	6,000	840	600	400
Kitchen					
Minimum Charge	107.00				
Per Person Charge	1.62				

ii. Non-Profit Discount

Non-Profit organizations, as defined below, shall receive a thirty percent (30%) discount on the daily rental fee.

iii. **For Profit Discount**

For profit organizations that use the facility for more than ten (10) events during a calendar year shall receive a discount of twenty-five percent (25%) on the daily rental fee. The credit shall be given as a credit after the facility has been rented ten (10) times.

iv. **Yearly Fees**

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

v. **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.

vi. **Linens**

Tablecloth, 8 Foot Rectangle	\$ 6.00
Tablecloth, 5 Foot Round,	6.00
Table Skirt, 14 Feet Long	12.00
Napkins, 2 Inch Square	0.25

b. **Deposits**

i. **Security Deposits**

The security deposit is used to secure a date and is due at the time the reservation form is submitted. A \$200.00 deposit is required.

Security Deposits are fully refundable unless:

- a. The event extends beyond reserved hours;
- b. The facility or equipment is damaged or left very unclean;
- c. Fights, vandalism or improper conduct occur; and/or
- d. Other extenuating circumstances.
- e. Facility is not re-rented.

Fees for additional hours, cleaning or damage repair will be deducted from the security deposit. The balance will be refunded. If the total cost of additional hours, cleaning or damage repair exceeds the deposit, the permittee will be billed for the additional amount.

ii. **Cancellation Fee**

All groups will be charged a non-refundable cancellation fee of \$25.00. The security deposit minus the cancellation fee will be refunded upon notice of cancellation. The full security deposit will be forfeited for cancellations occurring within five (5) working days of a scheduled event.

c. **Definitions**

i. **Non-profit Organizations**

Non profit organizations are (1) organizations which have an IRS Code 501 (c) 3,4,5,6,7,10,19 determination letter and (2) State of California 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.

25. Senior Bus Fares

\$0.50 per ride with purchase of prepaid punch card. \$1.00 per ride without prepaid punch card.

26. Effective Date

This resolution shall take effect July 1, 2000.

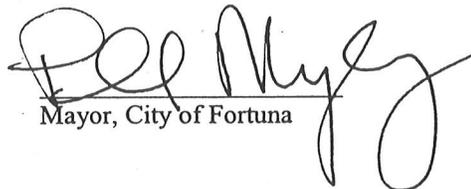
PASSED AND ADOPTED on this 19th day of June, 2000 by the following vote:

Ayes: Council Members Berti, Chapman, Cooke, Shelton and Mayor Nyberg

Noes: None

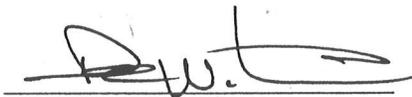
Absent: None

Abstain: None



Mayor, City of Fortuna

ATTEST:



City Clerk

*Published Annually
By The*



Finance Department