

CITY OF FORTUNA



CITY OF FORTUNA ANNUAL OPERATING BUDGET FY 2016/17 ADOPTED JUNE 2016



**CITY OF
FORTUNA**

**ANNUAL
OPERATING
BUDGET**

Fiscal Year 2016-17

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FY 2016-2017 Budget Document Introduction and City of Fortuna Budget Message

DATE: July 8, 2016
FROM: Regan M. Candelario, City Manager
SUBJECT: Fiscal Year 2016-2017 Annual Budget Message

The Annual Budget for the City of Fortuna represents the collective work of staff and the direction and approval provided by the City Council during public workshop study sessions and a formal Public Hearing. The materials were shared, discussed and established in cooperation with the City Council on three separate occasions including two workshops. It should also be noted that the City Council coordinated other separate and specific community outreach opportunities for the community to provide input and suggestions regarding the City budget. The General Fund Budget, Enterprise and Special Funds Budgets were adopted on June 20, 2016.

BUDGET MESSAGE FOR THE CITY OF FORTUNA

The Annual Budget for the City of Fortuna continues the ongoing practice of conservative financial decisions concerning the municipal services provided to the community. The City General Fund has struggled over the past three to five Fiscal Years while the City has worked toward addressing the difficult task of reducing operations and therefore service to the community. Reductions were needed due to the economic recession, rising pension and health care costs, and the loss of Redevelopment. The City has proactively responded to these constraints by restructuring the organization to reduce the number of positions and by reducing overall operations costs with the goal of retaining services levels. Based on our projections, the ability to maintain the current level of service will not last past the end of the 2016/17 Fiscal Year. The decision to seek out additional revenue sources to meet current demands and to address the consistent increases in cost to provide services is consistent with the City's Mission Statement, which states:

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

Expenditures continue to climb at a faster rate than revenues. Over the last ten years, general fund revenues have increased approximately 31%, while general fund expenditures **out of the control of the organization** have increased by approximately 60%, with some expenditures increasing exponentially – pension and health care benefits in particular; consequently, this is the fourth consecutive year in which the City was forced to utilize General Fund Reserves to achieve a balanced annual budget that retains service levels the community is accustomed to receiving. It should also be noted that the City continues to face new additional challenges such as implementation of the Affordable Care Act, PERS Unfunded Mandates, and another increase to the State minimum wage.

Since 2003, costs for PG&E have increased by 58%, Health Insurance increased by 98%; Vehicle fuels prices increased by 142%, and PERS increased by over 640%. The 16/17 City Budget includes the required unfunded liability from PERS which this year alone is \$370,258. CalPERS, faced with investment losses during the economic downturn, implemented the increase of employer contribution rates by nearly 50% over the next seven years starting with fiscal year 2015/16. The unfunded liability mandates implemented by CalPERS will significantly increase the City's current contributions for PERS. Current projections for the three year period starting with fiscal year 2015-16, will cost the City of Fortuna an additional \$1.1 million in CalPERS contributions for unfunded liability contributions alone.

Not only does the City of Fortuna face increased costs, but general fund revenue streams remain flat. The city's four largest general fund revenue sources, sales tax, motor vehicle in-lieu taxes, transient occupancy taxes and property taxes, comprise 72.5% of the general fund revenues. Sales and motor vehicle in-lieu taxes have remained flat since 2009, and transient occupancy taxes have remained flat since 2007. Sales and TOT have had a slight increase which is encouraging, however, the increase is not significant enough to make changes to service level expectations. Property taxes have been making steady yet minimal increases and are expected to continue with slight increases commensurate with a recovering housing market.

NOTEWORTHY CITY BUDGET ITEMS:

- ❖ A commitment to continue investing in the City's future by improving and repairing essential water and sewer infrastructure projects. This includes the now complete demolition of the elevated water tank on Holman, the replacement and improvement of water transmission mains and the repair of other water storage tanks as well as the completion of various capital improvement projects in both the water and wastewater systems.
- ❖ The City Council's commitment to maintaining the General Fund Reserves Policy for Fiscal Year 2016/17. This policy clarifies the continuing philosophy of conservative fiscal management followed by the City of Fortuna for many years. By maintaining general fund reserves, the City is ensuring that critical City services are maintained during difficult economic periods or following a catastrophic event such as an earthquake or fire.
- ❖ The General Fund budget document implemented a new format to better describe the difference between restricted (enterprise funds/grants/donations/etc.) and unrestricted funds that comprise the general fund activities that are currently in a deficit situations.
- ❖ All General Fund Departments were once again directed to reduce operations to the extent possible as part of the budget development process without diminishing essential City services.

GENERAL FUND REVENUE AND EXPENDITURES

- ❖ The General Fund's unencumbered fund balance at the beginning of the 2016-2017 fiscal year is projected to be \$4,017,904. The proposed General Fund Budget has a projected an ending unreserved fund balance of \$3,575,283 or approximately 7 months of operational funds at June 30, 2017.

- ❖ The General Fund net annual activity revenues are projected to be \$5,118,948 and the operational expenditures and debt service are budgeted at \$5,561,568; this corresponds to expenditures exceeding revenues by \$442,620.
- ❖ General Fund Capital Expenditures are budgeted at \$20,000.
- ❖ Building related fees have showed healthy increases over the past 24 months and staff is optimistic that this trend will continue. However, staff continue to maintain that the importance of budgeting proposed revenues conservatively since (in this instance) they are cyclical and development opportunities continue to diminish within city limits. As a result, it is difficult to rely on an elevated level of building permit revenue in the future.

TOTAL REVENUE AND EXPENDITURES

- ❖ Capital expenditures are budgeted at \$2.8million. Capital expenditures represent the City's continued reinvestment into the maintenance and improvement of the City's infrastructure. Of the \$2.8 million budget this fiscal year, only \$20,000 is categorized as General Fund dollars.
- ❖ Total City revenues, including enterprise activities and grant revenue, are projected to be \$14.3 million for fiscal year 2016/17.
- ❖ Total expenditures are budgeted at \$26.3 million. (*The timing of the Rohner Creek project accounts for the change from the prior year.*) A large portion of the Capital Improvement projects continue to be funded through grants and reserve funds that are set-aside specifically for maintenance and upgrades of the City's infrastructure.

CITY OF FORTUNA AUTHORIZED STAFFING LEVELS

- ❖ Included in the FY2016-2017 Annual Budget is a listing of both full-time and part-time employees shown in the table titled "**Authorized City Personnel - FY2016-2017**". The proposed Budget includes 73 full-time employees.
- ❖ The 2016-2017 FY Annual Budget includes the organizational and staffing level changes recommended by the City Manager for the purpose of increasing efficiencies and decreasing expenses.

RESOLUTION 2016-30

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF FORTUNA ADOPTING THE ANNUAL OPERATING BUDGET
FOR FISCAL YEAR 2016-17**

WHEREAS, the proposed Annual Operating Budget for Fiscal Year 2016-17 for the City of Fortuna beginning July 1, 2016 was presented by the City Manager to the City Council on May 19, 2016, and June 13, 2016 during public budget workshop sessions; and

WHEREAS, the City Council received public comment during the budget workshop sessions and reviewed, studied, and directed the City Manager to revise portions of the proposed Annual Operating Budget; and

WHEREAS, the proposed Annual Operating Budget for Fiscal Year 2016-17 for the City of Fortuna was presented at a duly noticed Public Hearing by the City Manager on June 20, 2016; and

WHEREAS, the City Council has considered comments from the staff and public on the proposed Annual Operating budget for Fiscal Year 2016-17; and

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

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

WHEREAS, the City of Fortuna must use the percentage change in the population factor as of January 1, 2016, in conjunction with a change in the cost of living, or price factor to calculate the appropriation limit for fiscal year 2016-17.

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

Section 1. Budget Adoption:

The budget document entitled "City of Fortuna 2016-17 Fiscal Year Annual Operating Budget as presented by the City Manager at a public hearing on June 20, 2016, is adopted as the City of Fortuna's Annual Operating Budget for the 2016-17 fiscal year, and the amounts stated therein as proposed expenditures shall be appropriated to the objects and purposes therein.

Section 2. Budget Transfers:

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

Section 3. Modifications to the Budget:

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

- A. Any significant change in program level or content.
- B. Any increase in total appropriations.
- C. Any budget transfer from one department to another.
- D. Any substitution in capital projects or capital items.

Section 4. Self Supporting Programs:

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

Section 5. Spending Limits:

Subject to California Constitution Article XIII (B), the City of Fortuna's fiscal year 2016-17 appropriations limit total is \$12,645,257 with the proceeds of taxes limit totaling \$4,127,000 leaving an available surplus of \$8,518,257.

Section 6. Per Capita Change and Growth Rate:

The City Council selected the California Per Capita Change in Personal Income of 1.05 and the City of Fortuna growth rate of .99 between January 1, 2015 and January 1, 2016, as established by the California Department of Finance, to compute the FY 2016-17 Appropriation Limit.

Updated information for FY 15/16 include changes as follows: California Per Capita Change in Personal Income from 3.82 to 1.0382 and the City of Fortuna Growth Rate from .32 to 1.0032. The 2015-2016 appropriations limit total from \$12,036,044 to \$12,036,224.

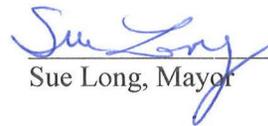
PASSED AND ADOPTED on this 20th day of June, 2016 by the following vote:

AYES: Mayor Long, Mayor Pro Tem Trent, Council Member Strehl, Council Member Gardner

NOES: None

ABSENT: Council Member Brown

ABSTAIN: None


Sue Long, Mayor

ATTEST:


Siana L. Emmons, Deputy City Clerk



City of Fortuna
FY 2016-17 Budget

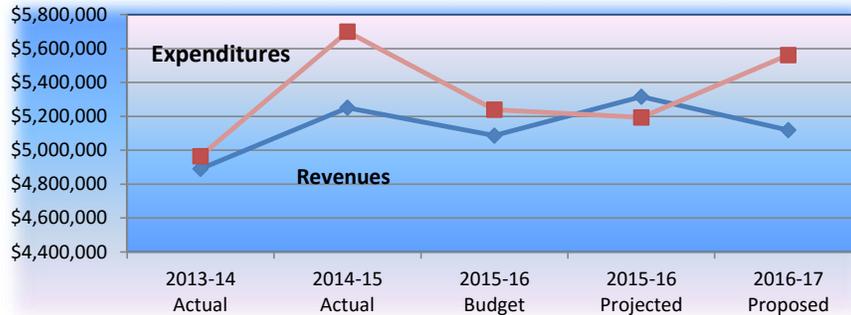
City-wide Budget Summary
Expenditures

<u>Expenditures</u>	<u>Fund</u>	<u>2015-16</u> <u>Budget</u> <i>As Amended</i>	<u>2015-16</u> <u>Estimate</u>	<u>2016-17</u> <u>Request</u>
<u>General Fund</u>	100	\$ 5,239,372	\$ 5,193,693	\$ 5,561,568
<u>Special Revenue</u>				
Police -K9 Unit 2850	105	28,750	25,000	22,000
Police - Avoid DUI Grant - 2600	185	54,481	24,000	46,666
Police - State Realignment Pool - 2000	186	52,559	21,698	25,000
Police - ABC Grant - 2000	188	4,500	4,500	-
Police - Measure Z - Drug Task Force	189	-	21,345	69,000
Development Review - 3000/3100	120	351,107	354,984	366,650
Parks & Recreation/River Lodge - 5700/5800	160	288,610	264,313	353,468
Parks & Recreation/Museum Acquisition - 5610	165	7,380	6,924	4,620
Parks & Recreation/Recreation District		-	10,000	23,000
Public Works -Storm Drain Maint - 4300/4310	200	115,037	91,202	65,588
Public Works - S Waste Recycling - 5300	210	39,204	25,069	34,528
Public Works/Household Hazard Waste - 5300	215	40,000	34,503	13,636
Public Works/TDA/Street Repairs - 4150	260	80,000	73,500	80,000
Public Works/TDA/Bike and Pedestrian - 4250	265	-	8,000	30,000
Public Works -Gas Tax/Traffic Control - 4200	280	146,300	102,000	111,700
Public Works-Gas Tax/Eng/Admin - 4800	295	6,664	6,664	5,740
Public Works - Maintenance Districts - 6500	670/8	52,669	31,513	32,060
Successor Housing	205	-	-	25,000
Home Fund	230	-	92	-
CDBG	820/30	147,560	8,319	147,779
Business Loans	836	14,000	15,684	200,000
		<u>1,428,821</u>	<u>1,129,311</u>	<u>1,656,435</u>
<u>Enterprise Funds</u>				
Water Operations	500	1,473,311	1,329,645	1,796,308
Wastewater Operations	550	2,201,833	1,979,366	2,846,385
Transit	590	277,170	271,890	285,300
		<u>3,952,313</u>	<u>3,580,900</u>	<u>4,927,994</u>
<u>Capital Improvement Program</u>				
Drainage Facilities	130	237,470	160,298	626,500
TDA Road Maintenance	260	887,500	366,122	400,000
STIP/TEA	270	1,691,000	500,000	1,191,000
HSIP	273	404,282	150,000	471,006
RSTP	275	-	-	175,000
Gas Tax	280	-	-	360,000
2007 Bonds	350	50,000	53,342	500,000
FEMA	351	888,534	888,845	-
State Water/Prop 1E	352	450,000	65,012	2,689,537
State Transp Safe Routes	353	917,000	26,552	890,448
Rohner Creek RDA Bonds	354	450,000	35,474	2,840,972
State Water/Streams	355	88,530	-	391,018
PTMISEA	358	-	-	171,281
Dept Fish Wildlife	359	92,000	-	792,450
Water Capital	510	180,000	60,000	1,010,000
Wastewater Capital	550	783,541	462,878	1,173,000
		<u>7,119,857</u>	<u>2,768,523</u>	<u>13,682,212</u>
<u>Debt Service</u>				
CCC Lease Fund	400	129,582	129,582	139,824
2007 Bonds Fund	430	355,333	355,333	367,957
Assessment District #1	650	40,625	40,625	36,500
CCC Building Fund	885	8,855	17,801	8,855
		<u>534,395</u>	<u>543,341</u>	<u>553,136</u>
Total		<u>\$ 18,274,758</u>	<u>\$ 13,215,768</u>	<u>\$ 26,381,344</u>



General Fund
Fund Balance Trend

General Fund Revenue and Expenditure History



Fund Balance History

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Beginning Available Balance	\$ 4,418,675	\$ 4,344,608	\$ 3,942,544 <i>As Amended</i>	\$ 3,895,875	\$ 4,017,904
Net Annual Activity					
Revenues					
Taxes and Fees	4,672,808	5,016,786	4,932,335	5,175,887	5,106,410
Non-recurring Receipts	217,697	234,331	153,827	139,834	12,538
	4,890,505	5,251,117	5,086,162	5,315,721	5,118,948
Expenditures					
Salaries and Benefits	3,246,102	3,423,093	3,408,726	3,412,166	3,651,808
Service and Supplies	1,167,918	1,228,813	1,272,936	1,238,576	1,348,242
Capital Outlay	155,890	194,952	117,891	62,600	84,216
Debt Service	214,424	220,928	281,351	280,794	282,533
Development Fund Support	130,115	653	118,857	97,184	54,650
River Lodge Support	50,123	56,195	39,610	102,373	140,118
Claim Settlement	-	575,216	-	-	-
	4,964,572	5,699,850	5,239,372	5,193,693	5,561,568
	-	-	-	-	-
Net Annual Activity	(74,067)	(448,733)	(153,209)	122,028	(442,620)
Ending Available Balance	\$4,344,608	\$3,895,875	\$3,789,335	\$4,017,904	\$3,575,283

Reserve Policy

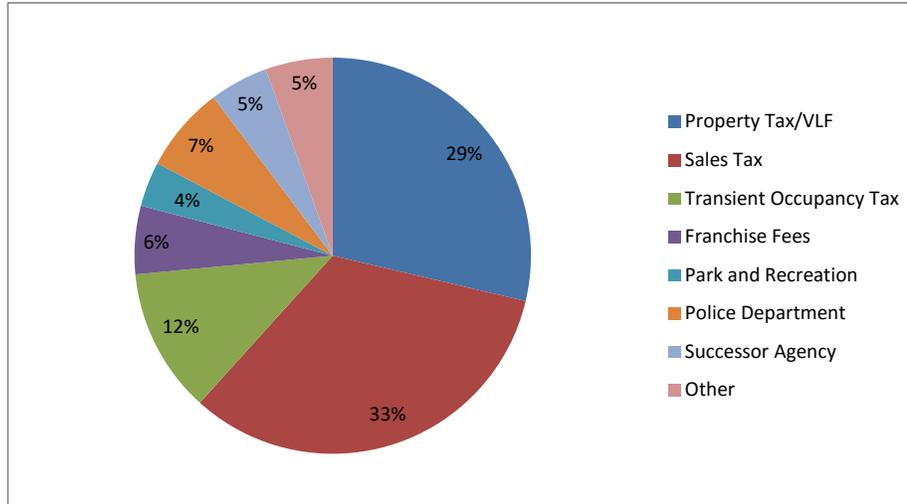
For City Council Discussion

A. Operating/Working Capital Reserve	
Provides cash flow for tax and grant collection period; days of expenditures:	180
	\$2,780,784
B. Economic Contingency	
Reserve for unexpected loss of revenue or economic downturn; 5% of revenues; provides time to adjust services to changing revenues	255,947
C. Capital Improvement/Infrastructure Reserve	
Provides reserve for unexpected major infrastructure failure	450,000
D. Remaining unreserved Fund Balance/operating contingency	88,552
Ending Fund Balance	<u>\$3,575,283</u>



General Fund
Revenue Summary

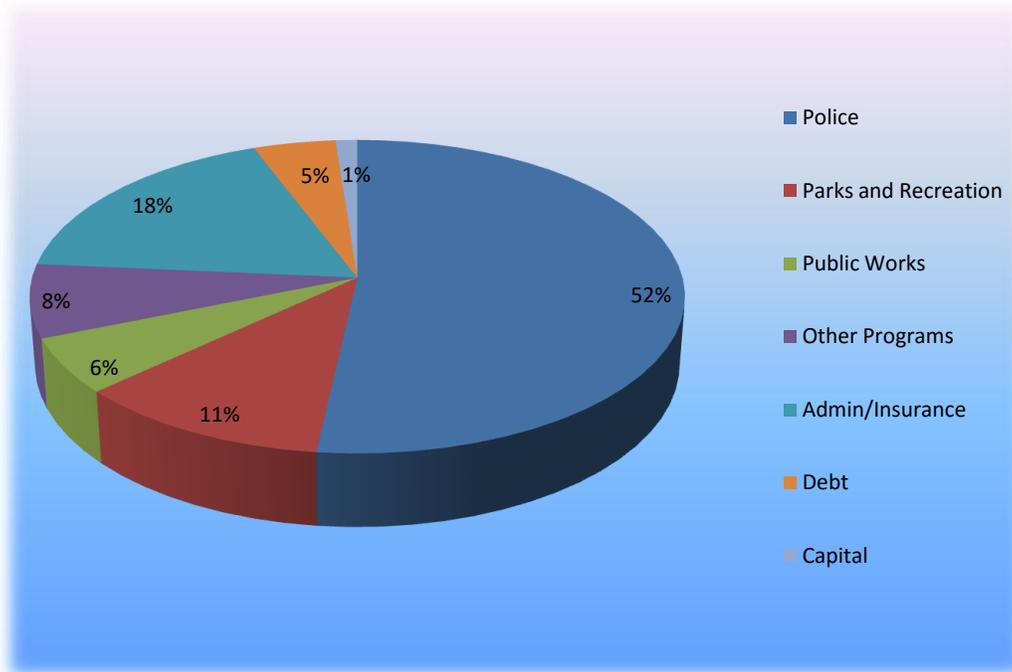
2015-16 General Fund Revenue Summary



	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Recurring Revenues					
Property Tax	327,254	446,283	440,197	423,000	423,000
Property Tax In-lieu/VLF	1,001,193	1,026,709	1,051,740	1,045,000	1,045,000
Sales Tax	1,457,538	1,560,448	1,620,000	1,690,000	1,690,000
Transient Occupancy Tax	522,903	536,289	525,000	592,000	604,000
Franchise Fees	274,224	275,710	273,000	283,000	285,000
Business License	79,525	80,373	76,000	80,000	80,000
Park and Recreation	272,552	316,466	185,800	191,500	187,500
Police Department	262,589	355,319	379,097	451,207	358,730
Successor Agency	250,000	250,000	250,000	250,000	245,000
Other	225,031	169,190	131,501	170,180	188,180
	4,672,808	5,016,786	4,932,335	5,175,887	5,106,410
Non-Recurring Revenues					
Redevelopment Loans	-	-	113,827	132,334	12,538
REMIF Insurance Reimb	84,001	-	40,000	-	-
Other Grants/Settlements	133,696	234,331	-	7,500	-
	\$ 4,890,505	\$ 5,251,117	\$ 5,086,162	\$ 5,315,721	\$ 5,118,948
	-	-	-	-	-



General Fund
Expenditure Summary by Department



	2014-15 <u>Actual</u>	2015-16 <u>Budget</u>	2015-16 <u>Estimate</u>	2016-17 <u>Request</u>	2016-17 <u>Program Revenues</u>	2016-17 <u>Net Budget</u>	% of <u>Total</u>
<u>Expenditures By Department/Program</u>							
<u>Programs:</u>							
Police	\$ 2,694,725	\$ 2,815,855	\$ 2,801,373	\$ 2,944,454	\$ 358,730	\$ 2,585,724	52%
Parks and Recreation	709,615	688,214	658,293	756,294	187,500	568,794	11%
Public Works	339,327	290,095	254,002	284,361	-	284,361	6%
Com Development- Planning	47,557	67,481	68,657	49,871	20,000	29,871	1%
Development Fund Support	653	118,857	97,184	54,650	-	54,650	1%
Riverlodge Fund Support	56,195	39,610	102,373	140,118	-	140,118	3%
Community Promotion	106,561	127,900	135,821	140,900	-	140,900	3%
Library Facilities	11,275	9,931	10,674	12,486	-	12,486	0%
						-	
<u>Administration:</u>							
City Council	35,443	31,055	31,079	34,826	-	34,826	1%
City Attorney	51,956	100,000	100,000	100,000	-	100,000	2%
City Manager	129,492	100,502	99,952	96,316	-	96,316	2%
City Clerk	29,036	52,764	54,017	43,497	-	43,497	1%
General Government	178,329	135,860	156,630	197,384	-	197,384	4%
Risk Management	222,005	277,181	272,181	280,032	-	280,032	6%
Claims Settlement	575,216				-		
Finance	111,310	107,016	105,706	138,245	-	138,245	3%
						-	
<u>Debt/Capital:</u>							
Debt Service - Bonds	220,928	225,751	225,751	228,133	-	228,133	5%
Capital Improvement Program	180,227	51,300	20,000	60,000	-	60,000	1%
						-	
Total:	\$ 5,699,850	\$ 5,239,372	\$ 5,193,693	\$ 5,561,568	\$ 566,230	\$ 4,995,338	100%



City of Fortuna
FY 2016-17 Budget

General Fund
Revenue Detail

		2013-14	2014-15	2015-16	2015-16	2016-17
		Actual	Actual	Budget	Estimate	Request
<u>Taxes and Licenses</u>						
Property Taxes	4010	\$ 327,254	\$ 380,323	\$ 364,197	\$ 385,000	\$ 385,000
Residual Tax Increment	4010	-	65,960	76,000	38,000	38,000
Subtotal Property Tax		327,254	446,283	440,197	423,000	423,000
Sales & Use Tax	4030/1	1,457,538	1,560,448	1,620,000	1,690,000	1,690,000
Transient Occupancy Tax (10%)	4060	522,903	536,289	525,000	592,000	604,000
Humboldt Tourism Asmt Admin	4061	1,549	766	1,400	1,200	1,200
Franchise - Gas & Electric	4065	70,719	64,873	70,000	70,000	70,000
Franchise - Garbage	4070	70,209	73,014	70,000	75,000	77,000
Franchise - Cable TV	4075	133,296	137,822	133,000	138,000	138,000
Business License Tax	4080	79,525	80,373	76,000	80,000	80,000
Real Property Transfer Tax	4085	21,377	28,987	15,500	29,000	29,000
		2,684,370	2,928,855	2,951,097	3,098,200	3,112,200
<u>Interest, Loans, and Rents</u>						
Interest Income	4200	18,470	33,263	20,000	40,000	40,000
12th Street Bldg Rent		9,900	-	-	-	40,000
Tower Rental	4232	37,525	38,326	32,000	32,000	38,000
Parking Lot Rental	4234	1,680	1,680	1,680	1,680	1,680
Space Rent - Corp Yard	4239	3,000	3,250	3,000	3,000	3,000
Other Rents	4235	450	600	-	-	-
		71,025	77,118	56,680	76,680	122,680
<u>Intergovernmental</u>						
Motor Vehicle In-Lieu	4250	1,001,193	1,026,709	1,051,740	1,045,000	1,045,000
Homeowners Exemption	4255	7,100	6,715	7,100	7,100	7,100
State Mandates	4280	2,680	45,762	37,421	5,400	5,400
Reimbursement Revenue	4961	111,487	-	300	-	-
		1,122,460	1,079,186	1,096,561	1,057,500	1,057,500
<u>Parks & Recreation</u>						
Recreation Program Fees	4560	199,672	129,576	123,000	130,000	130,000
Excel After School Program	4591	-	109,951	-	-	-
Pavilion Use Fees	4222	40,607	41,417	35,000	42,000	42,000
Park Use Fees	4220	11,445	11,435	9,000	12,000	12,000
Vending Machines	4210	999	793	800	500	500
Park/Museum Donations	4710/32	3,500	5,009	1,000	7,000	3,000
Rohner Recreation District	4340	16,329	18,285	17,000	-	-
<i>Moved to new fund 2015-16</i>						
		272,552	316,466	185,800	191,500	187,500
<u>Police Services</u>						
Public Safety/Prop. 172	4035	22,107	25,491	24,000	24,000	24,000
Fireworks Permit	4140	60	70	80	80	80
Animal License	4130	30,101	31,096	26,627	29,000	29,000
Bicycle License	4135	21	44	32	30	30
Vehicle Code Fines	4150	35,483	39,671	43,434	43,000	43,000
Parking Violation Fines	4175	3,713	5,211	6,000	6,000	6,000
Parking Fines - College	4176	26,574	29,128	18,000	15,000	2,500
Parking Fines - Ferndale	4177	16	77	200	20	20
Other Court Fines	4155	-	-	2,500	-	-
Booking Fees Reimbursement		13,126	-	-	-	-
Animal Control Charges	4515	19,117	14,905	10,000	15,000	15,000



**City of Fortuna
FY 2016-17 Budget**

**General Fund
Revenue Detail**

		2013-14	2014-15	2015-16	2015-16	2016-17
		Actual	Actual	Budget	Estimate	Request
<u>Police Services (Continued)</u>						
Accident Reports	4505	2,269	2,050	1,844	2,000	2,000
Finger Prints	4535	33,174	32,223	42,000	35,000	35,000
Special Services/Alarm Fees	4545	5,862	4,086	14,000	4,500	5,000
Special Services Training	4546	-	-	739	-	-
Booking Fees	4557	1,330	2,381	-	-	-
Dispatch - Ferndale Police	4520	12,200	12,200	20,200	20,200	20,200
Dispatch - Rio Dell Police	4522	18,504	18,504	24,900	24,900	24,900
Dispatch - Fortuna Fire	4525	600	600	1,000	1,000	1,000
Vehicle Impound Fees	4550	27,033	24,750	29,000	21,000	21,000
Post Grant Reimbursement	4270	4,721	6,247	6,000	6,000	6,000
Motor Vehicle Abatement	4500	6,479	4,819	8,000	21,050	8,000
State COPS Grant	4310	-	101,765	100,541	128,945	110,000
County Remote Access Network		-	-	-	54,482	6,000
Miscellaneous	4660	101	-	-	-	-
		262,589	355,319	379,097	451,207	358,730
<u>Other Revenues</u>						
Bus License Penalties	4170	2,949	1,477	3,200	1,500	1,500
Restitution	4180	294	-	400	-	-
Admin Fees - CCC	4670	5,650	2,625	8,000	1,300	1,300
Admin - Successor Agency	4670	250,000	250,000	250,000	250,000	245,000
NSF Check Fee	4672	505	270	500	-	-
Strongs Creek Annexation		-	-	-	48,000	20,000
Misc. Revenues/Donations	4660	415	5,469	1,000	-	-
		259,813	259,841	263,100	300,800	267,800
Total Recurring Revenue		4,672,808	5,016,786	4,932,335	5,175,887	5,106,410
<u>Non-Recurring Revenue:</u>						
Successor Agency Loans	4203	-	-	113,827	132,334	12,538
REMIF Insurance Refunds	4828	84,001	-	40,000	-	-
Property & Scrap Sales		6,384	-	-	7,500	-
County Tax Settlement		110,996	-	-	-	-
Misc Reimbursements		416	-	-	-	-
Special Services		1,291	-	-	-	-
OTS Grant		14,609	-	-	-	-
Grant - State E911/Dispatch		-	109,363	-	-	-
Transfers In		-	124,968	-	-	-
Total Non-Recurring Revenue		217,697	234,331	153,827	139,834	12,538
Total General Fund Revenue:		\$4,890,505	\$5,251,117	\$5,086,162	\$5,315,721	\$5,118,948



City of Fortuna
FY 2016-17 Budget

Restricted Funds
Revenues

		2013-14	2014-15	2015-16	2015-16	2015-16	2016-17
		Actual	Actual	Budget	YTD 3-8	Estimate	Request
<u>Police Department</u>							
<u>Funds 105, 180, 181, 185, 186, 188, 189</u>							
Donations - K-9 Program	105-4710	\$ 38,599	\$ 25,681	\$ 28,482	\$ 6,982	\$ 31,982	\$ 25,000
Asset Seizure Fund	180-4200	7,084	103	-	23	-	-
AB109-Realignment Fund	186-4324	122,302	52,805	52,559	17,323	18,000	18,000
Office of Traffic Safety - AVOID	185-4324	41,866	33,894	88,750	26,041	40,000	25,000
Dept of Alcohol Beverage Control	188-4324	-	10,034	16,000	1,732	3,000	-
Measure Z	189-4324	-	-	-	39,925	125,000	187,000
		209,851	122,517	185,791	92,027	217,982	255,000
<u>Development Review</u>							
<u>Fund 120</u>							
Building Permits	120-4400	189,488	253,097	175,000	123,095	205,000	250,000
Building Plan Check Fees	120-4405	35,224	40,116	37,500	23,405	32,000	40,000
Engineering Inspection Fees	120-4410	3,450	2,400	3,500	1,125	2,200	3,000
Subdivision Application Fees	120-4420	32,955	16,010	10,000	6,475	8,600	9,000
Zoning Fees	120-4425	6,845	7,097	6,250	7,385	10,000	10,000
DOT John Campbell Greenway		99,000	-	-	-	-	-
		366,963	318,720	232,250	161,485	257,800	312,000
<u>River Lodge/Monday Club</u>							
<u>Fund 160</u>							
Linen Rental	160-4221	5,593	4,064	6,000	3,084	4,000	6,000
Visitor Center Sales	160-4223	11,402	6,587	20,000	3,347	4,500	10,000
Catering Services	160-4225	18,651	21,564	15,000	8,205	10,000	15,000
River Lodge Rent	160-4226	104,068	98,210	98,000	44,154	65,000	85,000
Kitchen Rental	160-4227	17,736	15,876	15,000	8,692	11,000	15,000
Wedding Packages	160-4662	40,000	46,212	40,000	26,712	40,000	40,000
Special Events		2,550	538	-	-	-	-
Bridal Faire	160-4666	6,160	9,245	10,000	6,940	6,940	7,500
Craft Faire	160-4667	4,650	4,500	4,650	4,500	4,500	4,500
Donations - Riverlodge		-	500	-	100	-	-
Monday Club Linen Rental	160-4217	337	128	350	-	-	350
Monday Club Rent	160-4224	26,690	24,465	26,000	13,408	16,000	20,000
Grants	160-4324	-	6,000	14,000	-	-	10,000
		237,837	237,888	249,000	119,141	161,940	213,350
<u>Museum</u>							
<u>Fund 165</u>							
Gift Shop Sales	165-4233	5,310	4,929	5,310	2,348	3,000	5,000
Interest Income	165-4200	74	182	74	-	-	-
		5,384	5,112	5,384	2,348	3,000	5,000
<u>Rohner Park District</u>							
<u>New Fund, Formerly General Fund</u>							
Rohner Recreation District	4340	-	-	-	-	17,000	17,000
		-	-	-	-	17,000	17,000
<u>Senior Bus Program</u>							
<u>Fund 590</u>							
Allocation From TDA Transit Tax	590-4041	230,912	249,663	245,000	97,453	277,170	290,697
Bus Rider Fees	590-4665	12,167	11,516	12,200	7,851	11,500	12,000
STAF Grant		1,287	-	-	-	-	-
Interest Income	590-4200	260	266	1,500	41	100	400
		244,626	261,445	258,700	105,345	288,770	303,097
<u>Business Improvement District</u>							
<u>Fund 250</u>							
City Wide Assessment Fee	250-4110	30,642	31,387	30,642	31,012	30,000	30,000
Downtown Assessment Fee	250-4111	11,674	12,726	11,674	10,475	10,000	10,000
Redwood Village Assessment Fee	250-4112	7,934	7,800	7,934	10,069	8,000	8,000
Strong's Creek Plaza	250-4113	3,522	3,821	3,522	2,755	3,500	3,500
Transfer Out- FBID	250-4115	(53,784)	(55,766)	(53,784)	(53,784)	(51,500)	(51,500)
Interest Income	250-4200	13	40	13	-	-	-
		0	8	0	527	-	-



City of Fortuna
FY 2016-17 Budget

Restricted Funds
Revenues

		2013-14	2014-15	2015-16	2015-16	2015-16	2016-17
		Actual	Actual	Budget	YTD 3-8	Estimate	Request
<u>Solid Waste Program</u>							
<u>Fund 210</u>							
Transfer Station Fees	210-4450	17,124	19,407	17,100	12,722	17,100	17,100
Grant Revenues	210-4324	97,502	10,472	40,000	-	-	-
Oil Recycling Grant	210-4330/4	10,000	5,000	-	-	5,000	5,000
Recycle Program Fees	210-xxxx	-	-	-	5,136	6,000	6,000
Household Waste Grant	215-4660	-	-	-	3,330	21,000	5,000
Miscellaneous Revenue	210-4660	340	987	60	317	300	300
		124,966	35,865	57,160	21,505	49,400	33,400
<u>Water</u>							
<u>Fund 500/510</u>							
Water Service Charges	500-4600	2,308,678	2,176,687	2,308,700	1,460,884	2,175,000	2,175,000
Other Utilities Revenue	500-4615	-	28,287	-	22,859	30,000	30,000
Meter Connection Fees	500-4620	-	16,574	-	10,097	12,000	12,000
Delinquent Payment Penalty	500-4630	-	12,090	-	13,199	11,000	11,000
Interest Income	500-4200	24,481	54,754	25,000	3,377	25,000	25,000
		2,333,160	2,288,393	2,333,700	1,510,416	2,253,000	2,253,000
Capital Connection Fees	510-4635	69,410	74,325	65,000	28,145	35,000	35,000
CIP Reimbursement	510-4961	-	-	-	-	75,000	-
Interest Income - Capital	510-4200	-	-	-	23,591	30,000	30,000
		69,410	74,325	65,000	51,736	140,000	65,000
<u>Wastewater</u>							
<u>Fund 550/560</u>							
Wastewater Service Charges	550-4605	3,445,436	3,401,064	3,484,000	2,245,918	3,365,000	3,365,000
Other Revenues/Lab fees	550-4615	27,886	25,433	35,000	17,900	24,000	24,000
Delinquent Payment Penalty	550-4630	-	11,659	-	-	11,000	11,000
Interest Income	550-4200	35,250	99,039	30,000	4,705	60,000	60,000
		3,508,571	3,537,194	3,549,000	2,268,524	3,460,000	3,460,000
Wastewater Capital Connection	560-4635	119,805	139,383	104,000	115,253	120,000	120,000
Interest Income/Capital	560-4615	-	5,614	-	30,895	30,000	30,000
		119,805	144,997	104,000	146,148	150,000	150,000
<u>Transportation Development Act</u>							
<u>Funds 260, 265</u>							
TDA allocation to Non-Transit	260-4040	243,482	148,129	134,661	134,661	102,671	88,951
TDA 2% Set-Aside	265-4046	8,310	8,118	7,748	7,568	7,568	7,748
Sidewalk Loan Collections	260-4835	-	3,680	-	370	-	-
Interest Income	260/5-4200	397	9,294	397	2,249	-	-
		252,189	169,221	142,806	144,848	110,239	96,699
<u>TEA & STIP</u>							
<u>Funds 270, 273, 275</u>							
Regional TEA Allocation	270-4265	-	-	3,012,282	-	500,000	1,191,000
RSTP State Allocation 275	273-4048	-	51,700	-	-	150,000	471,006
RSTP State Allocation 275	275-4332	226	60,078	126,963	-	62,642	50,000
Interest Income	270/5-4200	761	2,496	765	1,143	-	-
		987	114,274	3,140,010	1,143	712,642	1,712,006
<u>Gas Tax Fund 280</u>							
2105 Gas Tax	280-4261	80,721	70,775	68,427	38,797	68,427	68,427
2106 Gas Tax	280-4262	51,853	58,392	40,078	31,106	40,078	40,078
2107 Gas Tax	280-4263	86,350	91,009	93,553	48,464	93,553	93,553
2103 Gas Tax Prop 42 Replace	280-4264	165,353	123,306	54,251	30,948	54,251	54,251
Interest Income	280-4200	1,189	3,070	1,350	1,126	1,350	1,350
		385,466	346,552	257,659	150,441	257,659	257,659
<u>Gas Tax Administration</u>							
<u>Fund 295</u>							
Gas Tax	295-4260	3,000	3,000	3,000	-	3,030	3,030
Interest Income	295-4200	30	97	30	30	-	-
		3,030	3,097	3,030	30	3,030	3,030
<u>Services & Development Fees</u>							
<u>Funds 130, 140, 152, 200</u>							
Drainage Facility Revenues	130-4430	17,185	26,057	8,000	11,097	10,500	12,000
Traffic Impact Fees-Citywide	140-4435	50,577	49,729	6,600	4,988	57,000	-
Traffic Impact Fees - Hillside Drive	152-4435	60	130	70	2,201	2,165	-
Storm Drain Maintenance	200-4100	43,221	44,417	43,221	29,004	43,200	43,200
		111,043	120,333	57,891	47,290	112,865	55,200



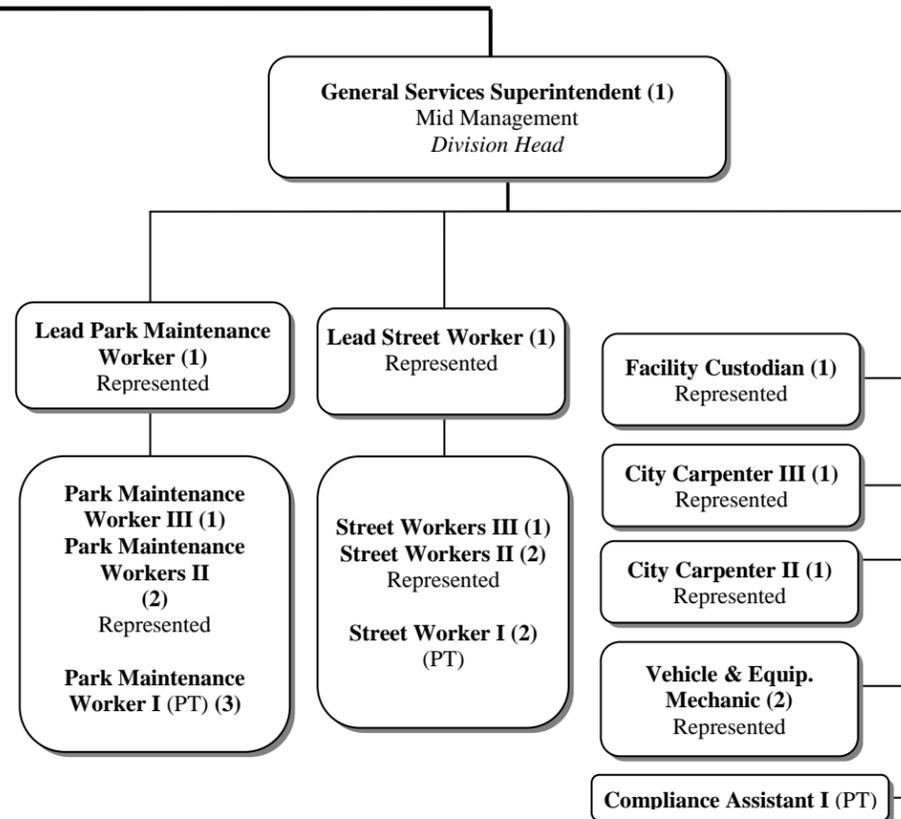
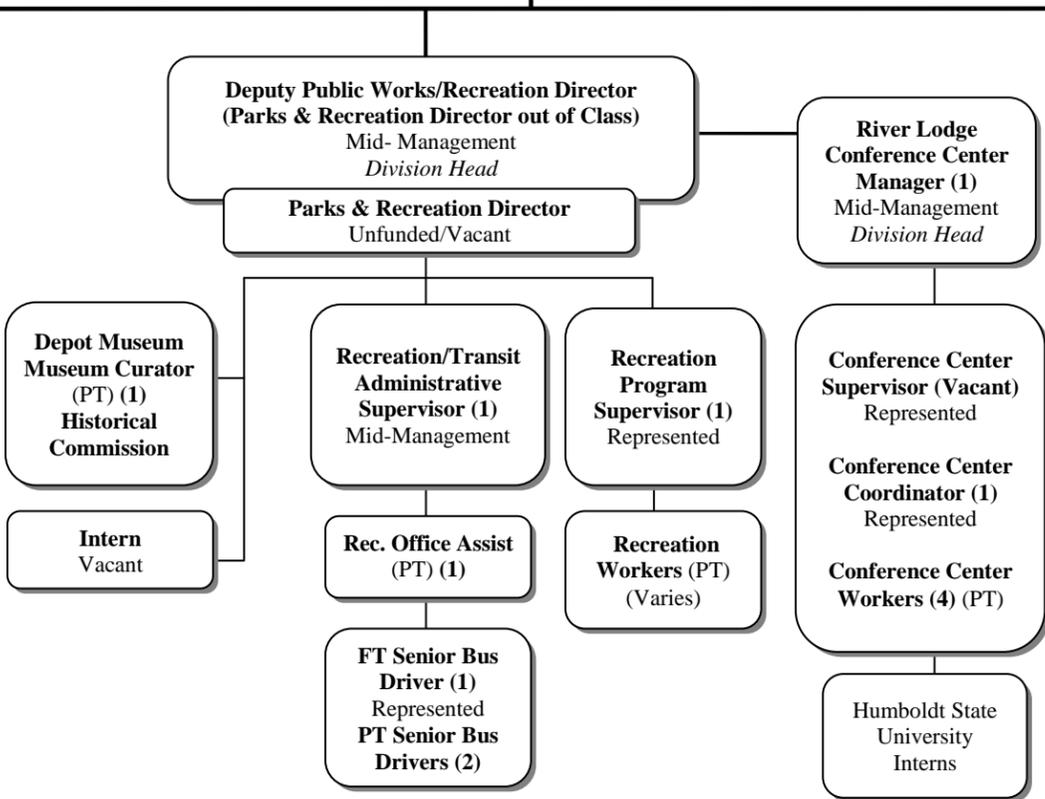
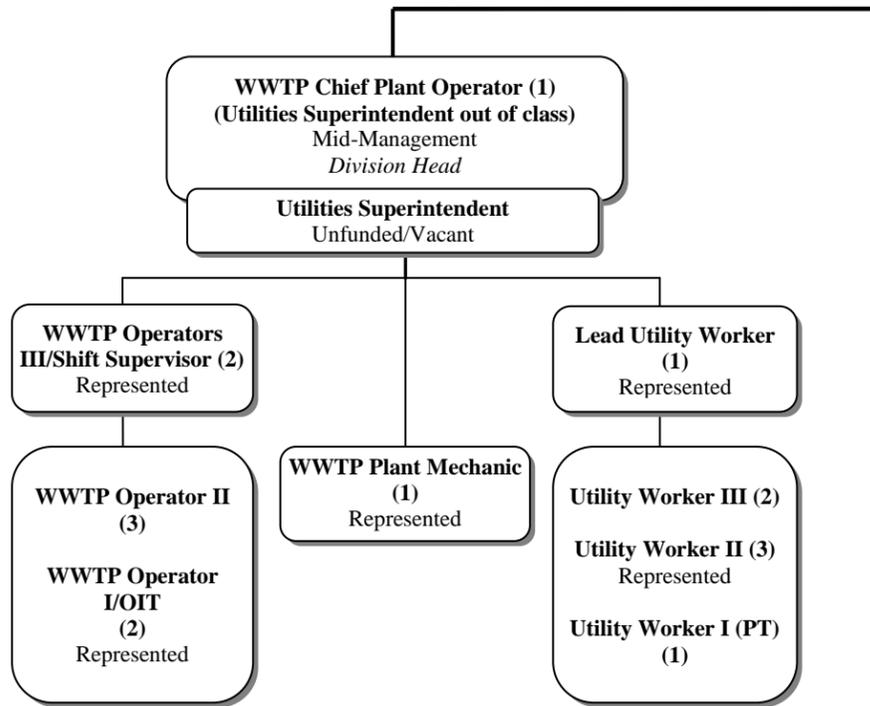
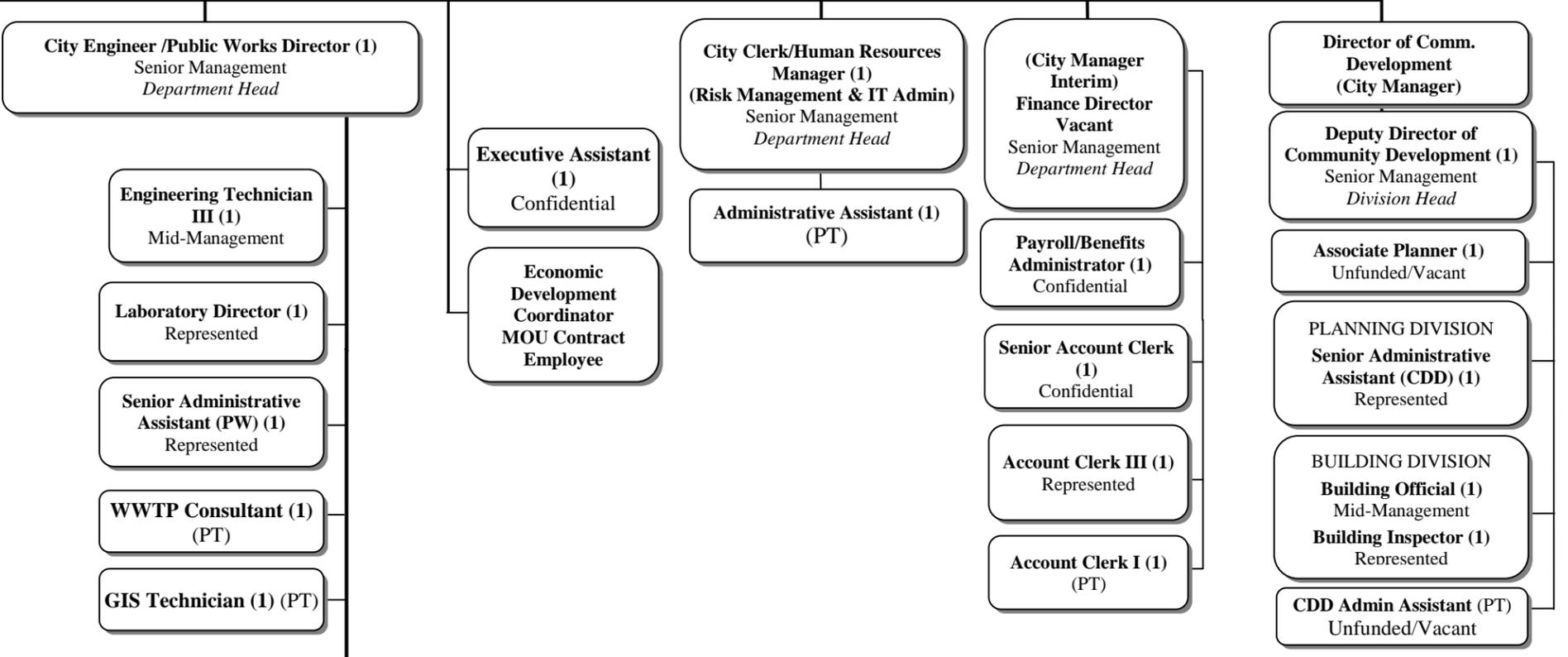
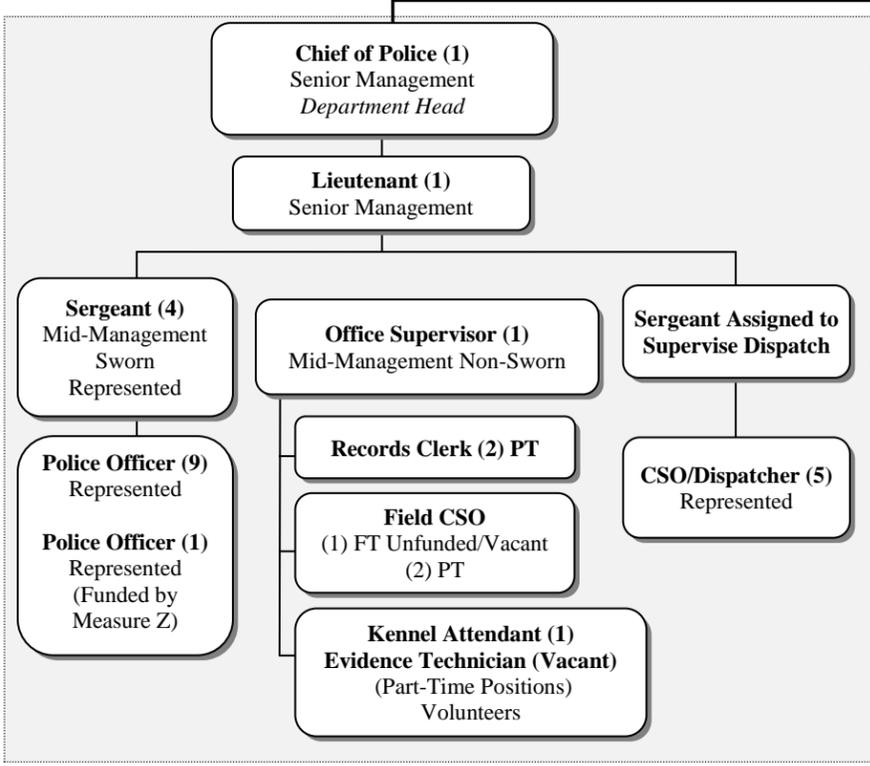
**Restricted Funds
Revenues**

		2013-14 <u>Actual</u>	2014-15 <u>Actual</u>	2015-16 <u>Budget</u>	2015-16 <u>YTD 3-8</u>	2015-16 <u>Estimate</u>	2016-17 <u>Request</u>
<u>Maintenance Districts</u>							
<u>Funds 670, 671, 672, 673, 674, 675, 676, 677, 678</u>							
Fortuna Asmt #1	650-4780	-	52,281		31,006	40,625	36,500
Rancho Bueno Vista Sewer Maint	670-4780	6,095	6,509	6,093	3,376	6,752	6,752
Kenwood Meadows Sewer Maint	671-4780	8,320	8,618	9,000	4,587	9,173	9,173
Forest Hills Estates Stormwater	672-4780	23,164	22,796	24,861	13,223	26,446	26,446
Forest Hills Stormwater	673-4780	6,110	6,010	6,493	3,546	7,091	7,091
Dove Subdivision Stormwater	674-4780	1,098	1,139	1,098	636	1,273	1,273
Gulliksen Subdivision Stormwater	675-4780	2,246	2,321	2,245	1,283	2,566	2,566
Astor Subdivision Stormwater	676-4780	8,798	2,855	2,884	1,500	2,999	2,999
Astor Lift Station Sewer	677-4780	26,547	5,978	5,925	3,266	6,531	6,531
Wright Subdivision Stormwater	678-4780	2,074	1,868	1,858	107	1,858	1,858
		84,452	110,375	60,457	62,528	105,314	101,189
<u>Debt Service/California Conservation Corp</u>							
<u>Funds 400/430/885</u>							
State CCC - Lease	400-4840	245,000	245,000	245,000	-	245,000	245,000
State CCC - Insurance	400-4840	8,181	8,581	8,855	8,855	8,855	8,855
Interest Income	400-4200	35	8,480	3,500	2,523	-	-
		253,216	262,061	257,355	11,378	253,855	253,855
<u>HOME Grant Fund</u>							
<u>Fund 230</u>							
Loan Repayments	230-4835	27,809	-	27,782	14,236	14,236	-
Interest Income	4200	240	619	267	185	200	-
		28,049	619	28,049	14,421	14,436	-
<u>Housing/Redevelopment Successor</u>							
<u>Fund 205</u>							
Loan Repayments		-	-	-	-	-	-
Interest Income	4200	178	383	500	103	100	-
		178	383	500	103	100	-
<u>Community Dev Block Grants (CDBG)</u>							
<u>Funds 820, 825, 830, 836</u>							
Loan Repayments	830-4830	30,933	131,447	108,000	16,887	16,887	-
Interest Income	830-4200	908	9,451	3,500	796	800	-
Loan Repayments	820-4830	-	-	-	46,374	46,374	-
Interest Income	820-4200	-	-	-	444	450	-
Interest Income	825-4200	-	-	-	553	600	-
Loan Repayment/Rent	836-4235	10,460	-	-	14,200	15,000	20,400
Interest Income	836-4200	1,402	19,000	-	892	900	-
		43,703	159,898	111,500	80,146	81,011	20,400
<u>Grants and Other Funds</u>							
<u>Funds 125, 170, 301, 302, 305, 351, 352, 353</u>							
ADA SB 1186	125-4081	-	632	-	567	-	-
Youth Recreation	170-4200	-	67	-	-	-	10,000
Rodeo Association	301-4324	-	31,350	-	-	-	-
HOPS in Humboldt	302-4324	-	4,000	-	-	-	-
McLean Foundation	305-4324	-	5,000	-	-	5,000	-
US Dept of Homeland/FEMA	351-4324	-	140,704	888,534	310,571	888,845	-
CA Water Resoures/Prop 1E	352-4324	368,347	160,992	542,000	193,044	207,587	2,689,537
Rohner Park Assessment	354-4780	-	823	-	4,485	-	-
CA Safe Routes Grant	353-xxxx	-	-	-	-	26,552	890,448
CA Water Resoures/Streams	355-xxxx	-	-	-	-	-	391,018
PTMISEA	358-4324	-	-	88,530	171,281	171,281	-
Dept Fish Wildlife	359-xxxx	-	-	-	-	-	792,450
		368,347	343,567	1,519,064	679,948	1,299,265	4,773,453
Total Restricted Fund Revenues		\$ 8,751,232	\$ 8,656,842	\$ 12,618,305	\$ 5,671,478	\$ 9,932,308	\$ 14,323,338

SAFETY
Senior Management = FLSA Exempt, At-Will, Unrepresented
Mid Management Non-Sworn = FLSA Exempt, At-Will, Unrepresented
Mid Management Sworn = FLSA Non-Exempt, For Cause, Represented
Represented = FLSA Non-Exempt, For Cause
(FT)=Full-Time (PT)=Part-Time, unrepresented

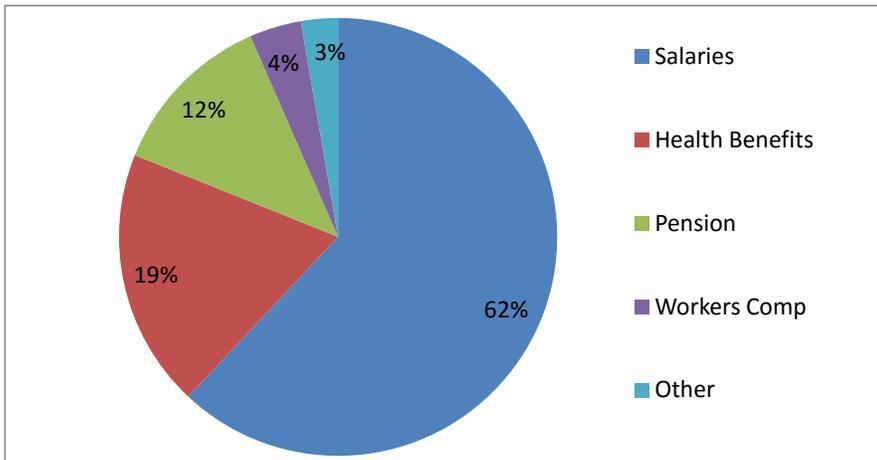
NON-SAFETY
Senior Management = FLSA Exempt, At-Will, Unrepresented
Mid Management = FLSA Exempt, At-Will, Unrepresented
Confidential = FLSA Non-Exempt, For Cause, Unrepresented
Represented = FLSA Non-Exempt, For Cause
(FT)=Full-Time (PT)=Part-Time, unrepresented

Residents & Businesses of Fortuna
City Council
Regan M. Candelario
City Manager
Senior Management
Dave Tranberg
City Attorney
Contract Employee



**City-wide Salaries and Benefits
With Benefit Rates**

All Funds



Cost in Dollars

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>vs Prior Year</u>
Salaries, Add pays, Longevity	\$ 3,358,582	\$ 3,625,686	\$ 3,684,039	\$ 58,353
Part Time	335,410	302,144	432,967	130,823
Overtime	151,228	148,741	155,165	6,424
Health Benefits	1,124,792	1,149,339	1,333,791	184,452
Pension	738,071	451,007	493,205	42,198
CalPERS Unfunded Liability	-	319,338	370,258	50,920
Workers Comp	135,927	183,792	267,259	83,467
Holiday, Residency, Uniform, Boot, Medicare	209,405	252,448	249,326	(3,122)
Total, Salaries and Benefits	\$ 6,053,415	\$ 6,432,495	\$ 6,986,011	\$ 553,516

Benefit Rates

	<u>Month</u>	<u>Month</u>	<u>Month</u>	<u>Annual</u>
<u>Health Benefits, City share</u>	<u>Total Premium</u>	<u>Employee</u>	<u>City</u>	<u>City</u>
Employee	\$798	\$76	\$722	\$8,663
Employee +1	1,624	130	1,494	17,927
Employee + family	2,314	179	2,135	25,623

CalPERS, City share

	<u>Benefit formula</u>	<u>Employer Rates as % of Payroll</u>			<u>Estimate</u>
		<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
Safety Tier 1	3% @ 50	29.3%	18.52%	19.536%	19.5%
Safety Tier 2	3% @ 55	21.4%	15.63%	12.151%	16.7%
Safety Tier 3	2.7% @ 57	11.5%	11.15%	16.656%	12.1%
Misc Tier 1	2.7% @ 55	17.2%	11.40%	9.302%	12.2%
Misc Tier 2	2.0% @ 55	12.0%	8.94%	12.082%	9.3%
Misc Tier 3	2.0% @ 62	6.3%	6.24%	6.555%	6.6%

Net (Unfunded) Pension Liability

7.5% Investment Earnings Assumption	\$ 5,390,655	Source: 2015 CAFR, Page 41
6.5% Investment Earnings Assumption	\$ 9,401,846	

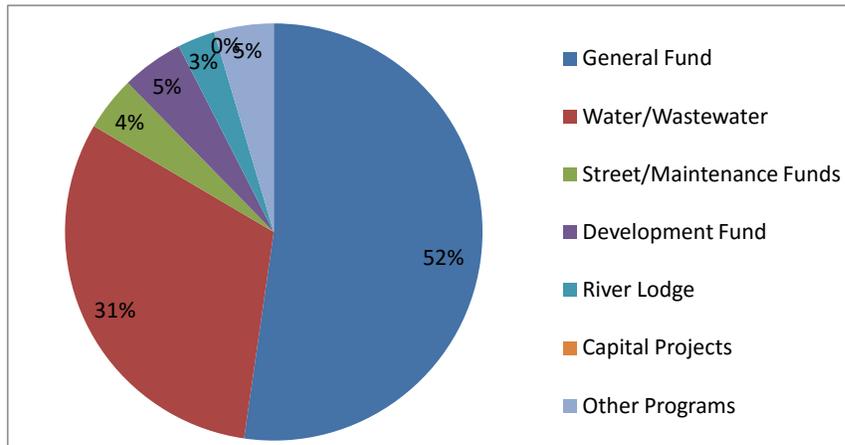
Changes since Prior Budget

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Full Time Positions	72	74	73
Converted 2 FT Police Support Staff to 4 PT			
Added Drug Task Force Officer			
Restored vacant CSO position			



Salaries and Benefits
By Fund/Department

Personnel Budget - All Funds



General Fund	Fund	Salary			Holiday/ Vacation	Benefits	Total
		Regular	Part-time	Overtime	Buyout		
City Council - 1000	100	\$ 18,000	\$ -	\$ -	\$ -	\$ 1,426	\$ 19,426
City Manager - 1100	100	52,848	189	25	1,951	25,203	80,216
City Clerk - 1150	100	19,970	6,297	0	570	11,159	37,997
City Hall/General Government - 1500	100	7,054	0	0	336	3,911	11,301
Finance - 1200	100	67,863	7,196	715	2,585	41,137	119,495
Risk Management - 1600	100	32,401	6,297	0	1,238	15,752	55,688
Police Department - 2000	100	1,282,713	75,426	90,000	78,966	1,023,651	2,550,757
Police Department - Animal Control - 2800	100	-	5,000	-	-	552	5,552
Public Works Administration 4000	100	7,954	0	0	0	2,268	10,222
Public Works Streets - 4100	100	84,729	10,605	1,000	763	57,720	154,818
Community Development Planning - 5000	100	24,367	189	0	772	13,543	38,871
Public Works Engineering - 5100	100	20,739	0	0	0	6,376	27,115
Parks & Recreation - Recreation - 5400	100	60,939	80,034	0	445	46,825	188,244
Parks & Recreation - Park Maint - 5450	100	160,488	48,633	450	1,697	115,648	326,916
Library - 5500	100	3,527	0	0	168	1,955	5,650
Museum - 5600/5610	100	2,156	15,600	0	0	1,785	19,541
		\$ 1,845,748	\$ 255,466	\$ 92,190	\$ 89,492	\$ 1,368,912	\$ 3,651,807
Special Revenue/ Enterprise Funds							
Police -K9 Unit 2850	105	-	-	5,500	-	-	5,500
Police - Avoid DUI Grant - 2600	185	-	-	35,000	-	3,385	38,385
Police - ABC Grant - 2000	188	-	-	-	-	-	-
Police - DTF - 2000	189	59,261	-	15,000	5,490	50,829	130,580
Building Inspection - 3000	120	131,666	377	-	3,177	68,306	203,526
Development Review - 3100	120	86,443	-	-	2,587	42,894	131,924
Public Transit - 4400	590	46,963	33,958	10	400	34,102	115,432
Public Works -Traffic Control - 4200	280	128,415	14,805	500	2,233	86,750	232,703
Public Works -Storm Drain Maint - 4300	200	8,374	6,258	1,000	170	6,514	22,316
Public Works -Stormwater Mgmt -4310	200	-	14,542	-	-	930	15,472
Pubic Works-Gas Tax/Eng/Admin -4800	295	4,117	-	-	55	1,568	5,740
Public Works - S Waste Recycling - 5300	210	7,960	2,000	-	292	4,176	14,428
Public Works/Household Hazard Waste - 530	215	1,298	800	-	47	744	2,889
Parks & Recreation/River Lodge - 5800	160	84,411	29,780	275	1,858	84,969	201,293
Parks & Recreation/Monday Club - 5700	160	-	2,000	-	-	200	2,200
Water - Pump, Treatment & Storage -6000	500	134,726	-	15	336	86,929	222,007
Water - Transmission & Distribution - 6100	500	195,269	14,500	1,512	1,225	144,443	356,949
Water- Customer Accounts - 6200	500	31,680	-	200	246	26,462	58,588
Water - Administration - 6300	500	196,937	24,241	1,575	5,004	96,053	323,809
Wastewater - Collection - 6500	550	165,006	10,000	-	1,144	114,961	291,111
Wastewater - Pumping & Treatment - 6600	550	374,457	-	813	428	236,277	611,974
Wastewater - Administration - 6700	550	185,936	24,241	1,575	5,056	98,540	315,347
CDBG Program Administration - 7200	820	3,679	-	-	137	1,462	5,279
Capital Improvement Program	Varied	-	-	-	-	-	-
Maintenance Districts	670-678	20,920	-	-	-	5,830	26,750
		\$ 1,867,518	\$ 177,501	\$ 62,975	\$ 29,886	\$ 1,196,323	\$ 3,334,203
Total		\$ 3,713,266	\$ 432,967	\$ 155,165	\$ 119,378	\$ 2,565,235	\$ 6,986,011



City-wide Staffing/Full Time Equivalents

Personnel Budget

	General Fund								
	City Mgr 100-1100	City Clerk 100-1150	Finance 100-1200	General Govt 100-1500	Risk Mgmt 100-1600	Police 100-2000	PW Admin 100-4000	Gen Svc Streets 100-4100	Com Dev Planning 100-5000
Administration and Development									
City Manager/City Clerk									
City Manager	0.20				0.10				
City Clerk/Human Resource Mngr	0.20	0.20			0.20				
Executive Assistant	0.30	0.15			0.15				
Community Development									
Deputy Community Develop Dir									0.30
Sr. Administrative Assistant									0.10
Building Official									
Building Inspector									
Finance									
Finance Director			0.40						
Payroll & Benefits Administrator			0.29						
Senior Account Clerk			0.30						
Account Clerk III	0.05		0.25						
Subtotal, Admin and Development	0.75	0.35	1.24	0.00	0.45	0.00	0.00	0.00	0.40
Police									
Police Chief						1.00			
Lieutenant						1.00			
Police Sergeant						4.00			
Police Officer						9.00			
Office Supervisor - Police						1.00			
CSO II - Dispatcher						6.00			
Subtotal, Police	0.00	0.00	0.00	0.00	0.00	22.00	0.00	0.00	0.00
Public Works / Parks & Recreation									
Administration and Engineering									
Public Works Dir/City Engineer							0.05	0.02	
Deputy Public Works Director									
Engineering Tech III									
Senior Administrative Assistant							0.05		
Parks & Recreation									
Recreation/Transit Admin Supervisor									
Recreation Program Supervisor									
Bus Driver II									
Conference Center Manager									
Conference Center Coordinator									
General Services									
General Services Superintendent								0.05	
Lead Street Maintenance Worker								0.30	
Street Maintenance Worker III								0.25	
Street Maintenance Worker II								0.50	
Lead Park Maintenance Worker									
Park Maintenance Worker III									
Park Maintenance Worker II									
City Carpenter III								0.15	
City Carpenter II								0.15	
Vehicle & Equipment Mechanic II						0.37	0.01	0.60	
Facility Custodian				0.20		0.20			
Utilities - Distribution and Collection									
Lead Utility Worker									
Utility Worker III									
Utility Worker II									
Utilities - Treatment									
Chief Treatment Plant Operator									
Laboratory Director									
Treatment Plant Mechanic									
Treatment Plant Operator III/Shift Supervisor									
Treatment Plant Operator II									
Treatment Plant Operator I/OIT									
Subtotal, Public Works/Parks/Rec	0.00	0.00	0.00	0.20	0.00	0.57	0.11	2.02	0.00
Total Full-Time Employees	0.75	0.35	1.24	0.20	0.45	22.57	0.11	2.02	0.40
Regular Part-time									
Finance - Account Clerk I	0.01		0.13						0.01
Finance - Extra Help			0.04						
City Clerk - Admin Assistant		0.22			0.22				
Records Clerk (2)						1.26			
CSO - Field (2)						1.26			
Museum Curator									
Bus Driver (2)									
Sr. Bus Dispatcher									
River Lodge Sales & Marketing									
Engineering Tech I									
Park Maintenance Worker (3)									
Street Maintenance Worker (2)								0.49	
PW Compliance Assistant									
	0.01	0.22	0.17	0.00	0.22	2.52	0.00	0.49	0.01
Full-Time Equivalents	0.76	0.57	1.41	0.20	0.67	25.09	0.11	2.51	0.41



City-wide Staffing/Full Time Equivalents

Personnel Budget

	General Fund					Development Fund	R. Lodge	PD Grant
	PW Engineer 100-5100	Recreation 100-5400	Parks & Rec Parks 100-5450 Library 100-5500	Museum 100-5600	Building 120-3000	Dev Review 120-3100	River Lodge 160-5800	Drug Task Force 189-2000
Administration and Development								
City Manager/City Clerk								
City Manager					0.03	0.12		
City Clerk/Human Resource Mngr								
Executive Assistant								
Community Development								
Deputy Community Develop Dir					0.10	0.50		
Sr. Administrative Assistant					0.40	0.50		
Building Official					0.80	0.20		
Building Inspector					1.00			
Finance								
Finance Director						-		
Payroll & Benefits Administrator								
Senior Account Clerk					-			
Account Clerk III					-			
Subtotal, Admin and Development	0.00	0.00	0.00	0.00	0.00	2.33	1.32	0.00
Police								
Police Chief								
Lieutenant								
Police Sergeant								
Police Officer								1.00
Office Supervisor - Police								
CSO II - Dispatcher								
Subtotal, Police	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
Public Works / Parks & Recreation								
Administration and Engineering								
Public Works Dir/City Engineer	0.10		0.02			0.01		
Deputy Public Works Director	0.05	0.08	0.05		0.03	0.05	0.03	
Engineering Tech III	0.10							
Senior Administrative Assistant								
Parks & Recreation								
Recreation/Transit Admin Supervisor		0.80						
Recreation Program Supervisor		1.00						
Bus Driver II								
Conference Center Manager							1.00	
Conference Center Coordinator							1.00	
General Services								
General Services Superintendent			0.03					
Lead Street Maintenance Worker								
Street Maintenance Worker III								
Street Maintenance Worker II								
Lead Park Maintenance Worker			0.85				0.10	
Park Maintenance Worker III			0.95					
Park Maintenance Worker II			1.70				0.20	
City Carpenter III								
City Carpenter II								
Vehicle & Equipment Mechanic II	0.02		0.18		0.02			
Facility Custodian			0.10	0.10			0.20	
Utilities - Distribution and Collection								
Lead Utility Worker								
Utility Worker III								
Utility Worker II								
Utilities - Treatment								
Chief Treatment Plant Operator								
Laboratory Director								
Treatment Plant Mechanic								
Treatment Plant Operator III/Shift Super								
Treatment Plant Operator II								
Treatment Plant Operator I/OIT								
Subtotal, Public Works/Parks/Rec	0.27	1.88	3.88	0.10	0.03	0.02	0.06	2.53
Total Full-Time Employees	0.27	1.88	3.88	0.10	0.03	2.35	1.38	2.53
Regular Part-time								
Finance - Account Clerk I					0.02			
Finance - Extra Help								
City Clerk - Admin Assistant								
Records Clerk (2)								
CSO - Field (2)								
Museum Curator				0.58				
Bus Driver (2)								
Sr. Bus Dispatcher		0.22						
River Lodge Sales & Marketing							0.34	
Engineering Tech I								
Park Maintenance Worker (3)			2.19					
Street Maintenance Worker (2)								
PW Compliance Assistant								
	0.00	0.22	2.19	0.00	0.58	0.02	0.34	0.00
Full-Time Equivalents	0.27	2.10	6.07	0.10	0.61	2.37	1.38	2.87



City-wide Staffing/Full Time Equivalents

Personnel Budget

	General Services						Transit	CDBG	CIP
	Storm Drain Maintenance	Stormwater Mgmt	Solid Waste Recycling	Household Haz Waste	Traffic Control	Gas Tax Eng/Admin			Capital Projects
	200-4300	200-4310	210-5300	215-5300	280-4200	295-4800	590-4400	820-7200	Various
Administration and Development									
City Manager/City Clerk									
City Manager									
City Clerk/Human Resource Mng									
Executive Assistant									
Community Development									
Deputy Community Develop Dir									
Sr. Administrative Assistant									
Building Official									
Building Inspector									
Finance									
Finance Director	0.02		0.02		0.02	0.02	0.03	0.05	-
Payroll & Benefits Administrator							0.01		-
Senior Account Clerk									
Account Clerk III									
Subtotal, Admin and Development	0.02	0.00	0.02	0.00	0.02	0.02	0.04	0.05	0.00
Police									
Police Chief									
Lieutenant									
Police Sergeant									
Police Officer									
Office Supervisor - Police									
CSO II - Dispatcher									
Subtotal, Police	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Public Works / Parks & Recreation									
Administration and Engineering									
Public Works Dir/City Engineer							0.08		-
Deputy Public Works Director									-
Engineering Tech III						0.05			-
Senior Administrative Assistant									
Parks & Recreation									
Recreation/Transit Admin Supervisor							0.20		
Recreation Program Supervisor									
Bus Driver II							1.00		
Conference Center Manager									
Conference Center Coordinator									
General Services									
General Services Superintendent	0.025		0.10	0.02	0.475				-
Lead Street Maintenance Worker					0.50				-
Street Maintenance Worker III	0.02				0.48				-
Street Maintenance Worker II	0.04				0.96				-
Lead Park Maintenance Worker									
Park Maintenance Worker III									
Park Maintenance Worker II									
City Carpenter III	0.08				0.22				-
City Carpenter II	0.08				0.22				-
Vehicle & Equipment Mechanic II					0.10		0.06		
Facility Custodian							0.10		
Utilities - Distribution and Collection									
Lead Utility Worker									-
Utility Worker III									-
Utility Worker II									-
Utilities - Treatment									
Chief Treatment Plant Operator									
Laboratory Director									
Treatment Plant Mechanic									
Treatment Plant Operator III/Shift Supen									
Treatment Plant Operator II									
Treatment Plant Operator I/OIT									
Subtotal, Public Works/Parks/Rec	0.25	0.00	0.10	0.02	2.955	0.05	1.44	0.00	0.00
Total Full-Time Employees	0.265	0.000	0.12	0.02	2.975	0.07	1.48	0.05	0.00
Regular Part-time									
Finance - Account Clerk I									
Finance - Extra Help									
City Clerk - Admin Assistant									
Records Clerk (2)									
CSO - Field (2)									
Museum Curator									
Bus Driver (2)							0.96		
Sr. Bus Dispatcher							0.51		
River Lodge Sales & Marketing									
Engineering Tech I									
Park Maintenance Worker (3)									
Street Maintenance Worker (2)	0.29				0.68				
PW Compliance Assistant		0.61	0.08	0.03					
Subtotal, Regular Part-time	0.29	0.61	0.08	0.03	0.68	0.00	1.47	0.00	0.00
Full-Time Equivalents	0.555	0.610	0.20	0.05	3.652	0.07	2.95	0.05	0.00



City-wide Staffing/Full Time Equivalents

Personnel Budget

	Water Fund				Wastewater Fund			Total
	Treatment & Distribution 500-6000	Transmission Distribution 500-6100	Customer Accounts 500-6200	Admin 500-6300	Collection 550-6500	Collection & Treatment 550-6600	Admin 550-6700	City-wide FTEs
Administration and Development								
City Manager/City Clerk								
City Manager				0.275	-		0.275	1.00
City Clerk/Human Resource Mngr				0.20			0.20	1.00
Executive Assistant				0.20			0.20	1.00
Community Development								
Deputy Community Develop Dir				0.05			0.05	1.00
Sr. Administrative Assistant								1.00
Building Official								1.00
Building Inspector								1.00
Finance								
Finance Director				0.22			0.22	1.00
Payroll & Benefits Administrator				0.35			0.35	1.00
Senior Account Clerk			0.20	0.25			0.25	1.00
Account Clerk III				0.35			0.35	1.00
Subtotal, Admin and Development	0.00	0.00	0.20	1.90	0.00	0.00	1.90	11.00
Police								
Police Chief								1.00
Lieutenant								1.00
Police Sergeant								4.00
Police Officer								10.00
Office Supervisor - Police								1.00
CSO II - Dispatcher								6.00
Subtotal, Police	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23.00
Public Works / Parks & Recreation								
Administration and Engineering								
Public Works Dir/City Engineer	0.10	0.10		0.20	0.10	0.20	0.10	1.00
Deputy Public Works Director	0.08	0.08		0.23	0.08	0.08	0.08	1.00
Engineering Tech III	0.10	0.10		0.20	0.25	0.10	0.10	1.00
Senior Administrative Assistant		0.05		0.40	0.05	0.05	0.40	1.00
Parks & Recreation								
Recreation/Transit Admin Supervisor								1.00
Recreation Program Supervisor								1.00
Bus Driver II								1.00
Conference Center Manager								1.00
Conference Center Coordinator								1.00
General Services								
General Services Superintendent		0.15	-	0.15		-		1.00
Lead Street Maintenance Worker		0.10		0.10				1.00
Street Maintenance Worker III		0.125		0.125				1.00
Street Maintenance Worker II		0.25		0.25				2.00
Lead Park Maintenance Worker		0.025				0.025		1.00
Park Maintenance Worker III		0.025				0.025		1.00
Park Maintenance Worker II		0.05				0.05		2.00
City Carpenter III	0.15				0.15	0.25		1.00
City Carpenter II	0.15				0.15	0.25		1.00
Vehicle & Equipment Mechanic II		0.54		0.10				2.00
Facility Custodian			0.05				0.05	1.00
Utilities - Distribution and Collection								
Lead Utility Worker	0.10	0.45	0.10	0.05	0.25		0.05	1.00
Utility Worker III	0.20	0.90	0.20		0.70			2.00
Utility Worker II	0.30	1.35	0.30		1.05			3.00
Utilities - Treatment								
Chief Treatment Plant Operator	0.125	0.125		0.125	0.125	0.25	0.25	1.00
Laboratory Director	0.25					0.60	0.15	1.00
Treatment Plant Mechanic	0.25					0.75		1.00
Treatment Plant Operator III/Shift Supen	0.30	0.10	-		0.10	1.50		2.00
Treatment Plant Operator II	0.45	0.15	-		0.15	2.25		3.00
Treatment Plant Operator I/OIT	0.30	0.10	-		0.10	1.50		2.00
Subtotal, Public Works/Parks/Rec	2.86	4.77	0.60	1.26	3.98	7.88	1.18	39.00
Total Full-Time Employees	2.86	4.77	0.80	3.15	3.98	7.88	3.075	73.00
Regular Part-time								
Finance - Account Clerk I			0.28				0.28	0.73
Finance - Extra Help			0.05	0.05				0.14
City Clerk - Admin Assistant			0.15				0.15	0.73
Records Clerk (2)								1.26
CSO - Field (2)								1.26
Museum Curator								0.58
Bus Driver (2)								0.96
Sr. Bus Dispatcher								0.73
River Lodge Sales & Marketing								0.34
Engineering Tech I		0.14		0.29			0.29	0.72
Park Maintenance Worker (3)								2.19
Street Maintenance Worker (2)								1.46
PW Compliance Assistant								0.72
Full-Time Equivalents	2.86	4.91	0.80	3.92	4.03	7.88	3.79	84.82

ATTACHMENT "A" RESOLUTION 2016-26

FULL TIME SALARY SCHEDULE 2016/2017

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

75	Senior Account Clerk II (Vacant) (1)	FIN	CONF	37,003.96 44,959.81	1,423.23 1,729.22	17.79 21.62
80	Senior Administrative Assistant (1,10,15,16,17) Executive Assistant (1) Senior Administrative Assistant (1) (Vacant)	Various CM CM	FEA CONF CONF	37,003.96 44,959.81	1,423.23 1,729.22	17.79 21.62
82	Building Inspector (1,9,10,15,16,17)	CDD	FEA	38,364.55 46,612.93	1,475.56 1,792.81	18.44 22.41
79	Police Officer (1,3,6,7,8,17,19)	PD	FPEA	40,502.85 49,210.97	1,557.80 1,892.73	19.47 23.66
95	Engineering Technician II (Vacant) Associate Planner (1) (Vacant) Treatment Plant Operator III -Shift Supervisor (1,10,11,14,15,16,17)	PW CDD PW	FEA MM FEA	40,573.60 49,296.92	1,560.52 1,896.04	19.51 23.70
76	Senior Account Clerk Payroll/Benefits Administrator (1)	FIN	CONF	44,163.84 53,659.06	1,698.61 2,063.81	21.23 25.80
86	Office Supervisor - Police (1,8)	PD	MM	44,163.84 53,659.06	1,698.61 2,063.81	21.23 25.80
125	Police Sergeant (1,4,6,7,8,17,19)	PD	FPEA	47,802.90 58,080.52	1,838.57 2,233.87	22.98 27.92
98	Engineering Technician III (1)	PW	MM	51,216.86 62,228.48	1,969.88 2,393.40	24.62 29.92
81	Building Official (1)	CDD	MM	53,328.34 64,793.94	2,051.09 2,492.07	25.64 31.15
87	General Services Superintendent Deputy Director of Public Works (1)	PW ENG	MM MM	55,000.54 66,825.66	2,115.41 2,570.22	26.44 32.13
83	Risk Manager/Personnel Director (Vacant) City Clerk/Human Resource Manager (1)	CM CM	SM SM	55,079.24 66,921.28	2,118.43 2,573.90	26.48 32.17
90	Deputy Community Development Director (1)	CM	SM	55,087.57 66,931.40	2,118.75 2,574.28	26.48 32.18
88	Utility Superintendent (Vacant) Chief Treatment Plant Operator Assistant Engineer (1)	PW PW PW	MM MM MM	55,556.56 67,501.22	2,136.79 2,596.20	26.71 32.45
126	Lieutenant (1) (8)	PD	SM	64,231.68 78,041.49	2,470.45 3,001.60	30.88 37.52
129	Finance Director (1)	FIN	SM	65,843.62 80,000.00	2,532.45 3,076.92	31.66 38.46
164	Public Works Director/City Engineer (1)	PW	SM	106,090.00	4,080.38	51.00
171	Police Chief (1) (8)	PD	SM	77,553.71 94,227.76	2,982.84 3,624.14	37.29 45.30
178	City Manager /Successor Agency Executive Director (1, 2)	CM	SM	115,720.55	4,450.79	55.63

Pay Plan Notes 1 - 20 See Attachment 1 - Incentives

Note A - Departments:

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

Note B - Associations:

FEA - Fortuna Emp Assoc., Member of Classified Svc
FPEA - Fortuna Police Emp Assoc., "
CONF - Confidential Employee, Unrepresented
MM - Mid-Management, Unrepresented
SM - Senior Management, Unrepresented

Updated 05/04/2016

CITY OF FORTUNA
Effective July 1, 2016 – June 30, 2017

2016/2017 SALARY SCHEDULE (Resolution 2016-26)
ATTACHMENT 1- INCENTIVES

From MOUs with **FEA** and the **FPEA** for period July 1, 2016 through June 30, 2017, unless otherwise noted.

1. Residency Incentive - All employees, including unrepresented, are eligible for a Residency Incentive. As an incentive for employees to live within the city limits of the City, employees residing within the city limits of the City of Fortuna shall receive \$35.00 per month as additional compensation.

2. City Manager - \$350/mo auto allowance, per employment contract.

3. Police Officers

- \$3,300/year for an Intermediate POST certificate or \$6,600/year for an Advanced POST certificate.
- **Effective July 28, 2013 – 5% after 10 years of continuous service with the city of Fortuna.** (Sworn officers who currently receive the previously offered 2 year retention incentive will receive 3% after 10 years. This incentive is not retroactive.)
- 5% for working in a higher pay grade for five or more consecutive days.
- Additional 5% for FTO when specifically assigned by the Chief or his designee.

4. Police Sergeants

- \$3,950/year for an Intermediate POST certificate or \$7,900/year for an Advanced POST certificate.
- **Effective July 28, 2013 – 5% after 10 years of continuous service with the city of Fortuna.** (Sworn officers who currently receive the previously offered 2 year retention incentive will receive 3% after 10 years. This incentive is not retroactive.)
- \$2,800/year for POST Supervisory Certificate
- 5% for working in a higher pay grade for five or more consecutive days.
- **Effective July 28, 2013 – \$2,000/year - Sergeant Assigned to Supervise Dispatch**

5. Community Services Officers

- \$900/year for an Intermediate POST certificate or \$1,800/year for an Advanced POST certificate.
- **Effective July 28, 2013 – 5% after 10 years of continuous service with the city of Fortuna.**

6. K-9 Officers

An officer performing the assignment of K-9 Officer shall be paid at an hourly rate of \$14.74 for K-9 duties, which is considered compensation for hours worked under the FLSA for the time spent as an officer-dog handler at their residence in caring for the dog/equipment. It has been concluded that 30 minutes per day is the approximate time an officer spends caring, grooming, feeding and training the canine while off-duty and in the custody of the canine. Therefore, the City will pay the K-9 Officer 30 minutes per day while in the custody of the canine paid at the rate of time and one half (T-½) the hourly rate for K-9 duties (\$22.11). This payment will be calculated and paid out separately from any regular overtime paid to the K-9 Officer for normal law enforcement duties. **Required** K-9 Training outside of a regularly scheduled workday shall be paid at T-1/2 of the officer’s regular rate of pay. Food, paid grooming, and veterinary expenses to be reimbursed. Assignment of this position is at the discretion of the Police Chief.

7. Animal Euthanasia

The Chief may designate two employees to perform animal euthanasia. At least one employee designated to this position will be a represented member of the FPEA. The second position will be at the discretion of the Police Chief. Each designated employee will be paid a monthly stipend of \$150.00.

8. Police - Uniform Allowance

Police Chief, Lieutenant, Office Supervisor, Police Officers and Sergeants Up to 2 Field CSOs	\$1000 per year
Community Service Officer(Dispatch) 1 Field CSO	\$ 600 per year
Records Clerk	\$ 600 per year

9. Building Inspector

2% for each specialty category, up to max of four (combination, plumbing, electrical, mechanical)

10. Shift Differential FEA: All FEA represented employees

Shift differential of \$1.00 per hour when entire shift is scheduled between 4:30 p.m. and 8:00 a.m.

11. Class B License Incentives - Operators, Street Maintenance Workers, Utility Workers, Park Maintenance Workers, Vehicle/Equipment Mechanic, Plant Mechanic

Prior to July 1, 2011*	2.5%, or 3.5%	Class B license when not required by job description For Class A and B license when neither is required by job description
On, or after July 1, 2011*	\$700/yr	Class B license when not required by job description (The City does not have any Class A vehicles)

12. Utility Worker II, III Certificate Incentives

Prior to July 1, 2011*	2.5% for each, no max	Grade II Water; Backflow Testing; Water Distribution II; Water Distribution III
On, or after July 1, 2011*	\$630/yr	

13. Lab Technician Certificate Incentives

Prior to July 1, 2011*	On, or after July 1, 2011*	For obtaining:
3%	\$900/yr	OIT
5%	\$1500/yr	Operator I
5%	\$1500/yr	Operator II

14. Operator II, III Certificate Incentives

Prior to July 1, 2011*	5%	AWWA or CWEA Grade I Laboratory Certificate
On, or after July 1, 2011*	\$1500/yr	

* Refers to the date hired/promoted into the applicable position, not original hire date.

15. Residency Incentive Addition - All Employees represented by the FEA and FPEA who reside within 20 miles of the City of Fortuna shall receive an additional \$15 of Residency Incentive as described in number 1 above.

16. Protective Footwear/Business Apparel allowance - All employees represented by the FEA are eligible for the Protective Footwear/Business Apparel allowance. Upon proof of purchase from a Fortuna merchant, or with an authorized purchase order form, the City will reimburse up to \$175.00 per fiscal year (July 1 to June 30) for the purchase of work boots and/or business attire based on job classification. Eligible employees may combine two (2) years for a total of \$350

17. Longevity Incentive - All FEA (effective July 1, 2013) and FPEA (effective July 28, 2013, see section 4 above) represented employees are eligible for a 5% longevity incentive increase to their base salary after ten years of continuous service with the City of Fortuna. (not retroactive)

18. Treatment Plant Mechanic Certificate Incentives

**Effective July 15, 2013	\$1500/yr	CWEA Grade I Collection System Maintenance Technologist
	\$630/yr each	Water Distribution I & II, Water Treatment I & II, Waste Water I

19. Shift Differential FPEA - All FPEA (effective July 28, 2013) represented employees:

Shift differential of \$0.25 per hour, above regular hourly rate, for full shifts which include at least four (4) consecutive hours between 7:00 p.m. and 8:00 a.m

**CITY OF FORTUNA
PART TIME WAGE PLAN**

Adopted by Resolution 2016-26

Effective July 1, 2016 & January 1, 2017	Range Code	P/R Code	**	Effective July 1, 2016 Effective January 1, 2017 2016/17 Pay Range			
Kennel Attendant (Note 4)	1	10	R	\$10.00	\$12.15	\$10.50	\$12.76
Recreation Aide (Note 4)	1	14	S	\$10.00	\$12.15	\$10.50	\$12.76
Recreation Leader (Note 4)	1	15	S	\$10.00	\$12.15	\$10.50	\$12.76
Conference Center Worker(Note 4)	3	22	OC	\$10.00	\$12.15	\$10.50	\$12.76
Senior Bus Dispatch/Office Assist.	4	13	R	\$10.05	\$12.21	\$10.50	\$12.76
Bus Driver I (2 positions)	5	19	R	\$10.86	\$13.19		
Reserve Police Officer (Note 1, 3)	6	12	OC	\$15.00	\$18.23		
Evidence Technician (Note 3)	6	10	R	\$12.00	\$14.58		
Plant Mechanic(Vacant)	7	21	R	\$10.07	\$12.24	\$10.50	\$12.76
Laborers, including: Street Maintenance Worker I Utility Worker I Park Maintenance Worker I Public Works Laborer (Note 4)	8	21	S	\$10.00	\$11.83	\$10.50	\$12.76
Compliance Assistant I	9	21	T	\$10.00	\$12.15	\$10.50	\$12.76
Museum Curator	11	18	R	\$12.00	\$14.58		
Account Clerk I	12	25	R	\$11.57	\$14.06		
Administrative Assistant	13	26	R	\$13.92	\$16.91		
Police Records Clerk	13	10	R	\$13.92	\$16.91		
Community Services Field Officer	14	10	R	\$14.74	\$17.91		
Engineering Technician I	15	21	T	\$15.00	\$18.23		
Special Projects Planner(Note 3)	20	21	OC	\$35.00			

Notes: (All positions listed above are considered to be paid on an Hourly basis)

1. Police officers or sergeants who leave full-time service, but stay on as reserves, will be paid at their last hourly rate of straight-time pay.
2. Special Projects Planner does not have a range, and does not participate in COLA.
3. Do not adjust bottom of pay scale for COLA. Salary range to accommodate range of skills that may be needed.

**Definitions:

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

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

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

RESOLUTION NO. 2016-26

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FORTUNA AMENDING
THE CLASSIFICATION AND SALARY SCHEDULES AND PART TIME WAGE PLAN
FOR FISCAL YEAR 2016/2017**

WHEREAS, the City Council desires to establish a Classification and Salary Schedule and Part Time Wage Plan for Fiscal Year 2016/2017; and

WHEREAS, this Resolution shall supersede all previous salary schedules and wage plans.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fortuna that all appointed officers and employees shall be compensated as shown in "Attachment A" of this Resolution.

PASSED AND ADOPTED on this 6th day of June 2016 by the following vote:

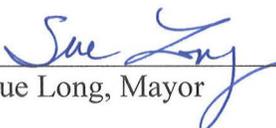
AYES: Mayor Long, Mayor Pro Tem Trent, Council Member Strehl, Brown, Gardner

NOES: None

ABSENT: None

ABSTAIN: None

ATTEST:


Sue Long, Mayor


Linda McGill CMC, City Clerk



City Administration

**General Fund
City Council**

Purpose

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

Responsibilities

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

Significant Changes

The last municipal election was held in November 2014 filling three Council Member seats. The next election is scheduled for November 4, 2016. It will be consolidated with the County elections and administered by the Humboldt County Office of Elections. The November 2016 election will be held to fill the seats of the two Council Members whose terms expire in 2016.

<u>Council Member</u>	<u>Title</u>	<u>Year Elected/ Appointed</u>	<u>Re- Elected</u>	<u>Term Ends</u>
Sue Long	Mayor	2010	2014	2018
Tami Trent	Mayor Pro Tem	2012		2016
Doug Strehl	Councilmember	2005*	2012	2016
Linda Gardner	Councilmember	2014		2018
Tiara Brown	Councilmember	2014		2018

*Appointed

<u>History of Expenditures</u>		<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Estimate</u>	<u>2016-17 Request</u>
<u>Fund 100 Dept 1000</u>							
Stipends	5165	\$ 18,300	\$ 18,035	\$ 18,600	\$ 18,000	\$ 18,000	\$ 18,000
Overtime	5170	114	-	-	-	-	-
Benefits	5200	997	1,087	1,113	1,255	1,255	1,426
Subtotal, Salaries and Benefits		19,411	19,122	19,713	19,255	19,255	19,426
Office Supplies	5400	34	96	82	100	100	200
Department Supplies	5500	25	379	496	500	500	500
Equipment Repair	5720	-	-	-	200	224	200
Travel and Conferences	7000	1,672	7,311	9,774	5,500	5,500	10,000
Council Contingency	7612	908	390	2,555	1,000	1,000	1,000
Televised Meeting Costs	7616	2,973	3,413	2,822	3,500	3,500	3,500
Subtotal, Services and Supplies		5,612	11,589	15,730	10,800	10,824	15,400
Capital Outlay	8103	-	2,857	-	1,000	1,000	-
Total:		\$ 25,023	\$ 33,568	\$ 35,443	\$ 31,055	\$ 31,079	\$ 34,826



City Administration

**General Fund
City Attorney**

Purpose

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

Responsibilities

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

Significant Changes

None.

Personnel Allocation

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

History of Expenditures

Fund 100 Dept 1300

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
Legal Services	6020	\$ 51,914	\$ 55,800	\$ 51,956	\$ 100,000	\$ 100,000	\$ 100,000
Total:		\$ 51,914	\$ 55,800	\$ 51,956	\$ 100,000	\$ 100,000	\$ 100,000



City Administration

**General Fund
City Manager**

Purpose

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

Responsibilities

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

Significant Changes

None

<u>Personnel Allocation</u>	<u>2012-13 Budget</u>	<u>2013-14 Budget</u>	<u>2014-15 Budget</u>	<u>2015-16 Budget</u>	<u>2015-16 Estimate</u>	<u>2016-17 Request</u>
City Manager	0.42	0.42	0.42	0.20		0.20
City Clerk/Human Resources	0.25	0.20	0.20	0.20		0.20
Executive Assistant	-	-	-	0.30		0.30
Administrative Assistant	0.50	0.20	0.30	-		-
Account Clerk II/III	-	-	-	0.06		0.05
Account Clerk I (PT)	-	-	-	-		0.01
Total Authorized	1.17	0.82	0.92	0.76	-	0.76

<u>History of Expenditures</u>	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Estimate</u>	<u>2016-17 Request</u>
<u>Fund 100 Dept 1100</u>						
Salaries	5100 \$ 67,623	\$ 66,270	\$ 71,243	\$ 51,717	\$ 51,717	\$ 52,848
Salary Part-Time	5165 9,647	3,200	11	269	269	214
Vacation Buyback	5180 2,744	3,078	1,676	-	-	1,951
Benefits	5200 31,343	26,593	28,438	27,466	27,466	25,203
Subtotal, Salaries and Benefits	111,357	99,141	101,367	79,452	79,452	80,216
Office Supplies	5400 1,954	767	651	750	750	1,500
Department Supplies	5500 1,513	287	169	750	750	500
Vehicle Fuel	5505 567	589	256	600	600	100
Vehicle Repairs	5715 -	-	1,010	-	-	500
Professional Services	6025 -	-	9,551	-	-	1,000
Personnel Services	6035 5,078	-	414	1,000	1,000	-
Telephone	6200 917	702	-	550	-	-
Cell Phone (A)	6205 -	-	503	400	400	400
Advertising	6300 75	-	-	-	-	100
Travel/Conferences/Training	7000 7,174	7,705	7,476	7,000	7,000	4,000
Dues and Subscriptions	7015 4,016	956	1,780	2,000	2,000	2,000
City Manager Contingency	7612 5,087	3,648	6,313	6,000	6,000	6,000
Relocation Expenses	1,807	5,084	-	-	-	-
Distributed Charges	(1,001)	-	-	-	-	-
Subtotal, Services and Supplies	27,187	19,738	28,125	19,050	18,500	16,100
Capital Outlay	8103 1,280	250	-	2,000	2,000	-
Total:	\$ 139,824	\$ 119,129	\$ 129,492	\$ 100,502	\$ 99,952	\$ 96,316



City Administration

**General Fund
City Clerk**

Purpose

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

Responsibilities

- Elections Official
- Legislative Administrator
- Records Manager

- Agenda Packets for: Council, Parks and Recreation, Historical and Planning Commissions and Fortuna Oversight Board
- Duties of City Clerk as outlined in California Government Code

Significant Changes

None

Personnel Allocation

	2012-13 Budget	2013-14 Budget	2014-15 Budget	2015-16 Budget	2015-16 Estimate	2016-17 Request
City Clerk/Human Resources	-	0.20	0.20	0.20		0.20
Executive Assistant	-	-	-	0.15		0.15
Administrative Assistant (PT)	-	0.15	0.15	0.22		0.22
Total Authorized	-	0.35	0.35	0.57	-	0.57

History of Expenditures

Fund 100 Dept 1150

	Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Salaries	5100 \$ -	\$ 17,497	\$ 17,577	\$ 24,440	\$ 24,440	\$ 19,970
Salary Part-Time	5165	-	2	6,786	6,786	6,297
Vacation Buyback/Accrual	5180	1,325	-	-	-	570
Benefits	5200	-	9,401	9,221	17,088	11,159
Subtotal, Salaries and Benefits		1,325	26,898	26,800	48,314	37,997
Office Supplies	5400	-	64	440	500	500
Department Supplies	5500	-	-	489	1,000	1,000
Personnel Services	6035	-	-	17	500	500
Late Fees	6037	-	-	15	-	-
Travel and Conferences	7000	-	2,657	593	2,000	3,000
Local Travel/Meetings/Training	7005	-	-	-	100	-
Dues and Subscriptions	7015	350	309	682	350	500
Subtotal, Services and Supplies		350	3,030	2,236	4,450	5,500
Capital Outlay		-	-	-	403	-
Total:		\$ 1,675	\$ 29,928	\$ 29,036	\$ 52,764	\$ 54,017
					\$ 43,497	



City Administration

**General Fund
Non-Department**

Purpose

The purpose of Administrative Services is to track various City administrative costs including codification, elections, audits, fees and assessments, legal services and membership in the California League of Cities.

Responsibilities

- General legal services
- Personnel legal services
- Labor relations
- Audits
- Various fees, assessments and memberships
- Elections
- Codification of Ordinances into Municipal Code

Significant Changes

None

Personnel Allocation

There are no personnel assigned to administrative services.

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		Actual	Actual	Actual	Budget	Estimate	Request
<u>History of Expenditures</u>							
<u>Fund 100 Dept 1400</u>							
Department Supplies	5500	\$ 67	\$ 32	\$ 76	\$ -	\$ -	\$ 500
Code Enforcement	5708	10,625	-	-	2,500	2,500	2,500
Audit Fees (A)	6000	8,400	7,560	20,000	10,000	10,000	20,000
Tax Audit & Consultations	6015	9,778	9,995	5,500	15,000	15,000	15,000
Legal Services	6020	10,728	6,823	225	10,000	15,000	15,000
Professional Services	6025	8,785	6,650	4,788	9,000	20,000	20,000
Cable Franchise Admin. Fees	6036	4,230	4,230	4,231	4,230	4,230	5,000
FPIC Admin. Fees		-	11	-	-	-	500
Codifications	6225	1,074	2,274	1,007	1,000	1,500	2,000
Advertising	6300	-	-	458	-	-	100
Publication Costs	6305	122	415	-	200	350	500
Employee Recognition	6315	1,299	1,401	1,275	5,000	5,000	4,000
Utilities	6500/5	865	144	-	200	200	500
State Fees	6600	100	100	100	100	100	100
County Admin. Fees	6700	13,402	13,324	39,890	16,000	16,000	15,000
Election Expenses	6710	2,435	198	648	-	-	2,500
County Fire Assessments	6720	195	87	-	87	87	150
Travel & Conferences	7000	620	17	-	-	-	-
Training (City-Wide)	7005	2,828	2,205	573	2,500	2,500	3,000
LOCC Dues	7015	5,507	5,507	5,639	5,900	5,900	6,000
Successor Agency Administration		-	-	6,631	-	1,220	-
Allowance for Calculation		-	411	-	-	-	-
Subtotal, Services and Supplies		81,060	61,384	91,040	81,717	99,587	112,350
Capital Outlay	8281	358	-	1,007	-	-	-
Total:		\$ 81,418	\$ 61,384	\$ 92,047	\$ 81,717	\$ 99,587	\$ 112,350



City Administration

**General Fund
City Hall/General Government**

Purpose

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

Responsibilities

- Software licensing
- Phone system
- Building repairs and maintenance
- Office equipment
- Network support
- Utilities
- City web site
- Paper supplies
- Janitorial

Significant Changes

None

Personnel Allocation

	<u>2012-13 Budget</u>	<u>2013-14 Budget</u>	<u>2014-15 Budget</u>	<u>2015-16 Budget</u>	<u>2015-16 Estimate</u>	<u>2016-17 Request</u>
Facility Custodian	0.20	0.20	0.20	0.20		0.20
Total Authorized	0.20	0.20	0.20	0.20	-	0.20

History of Expenditures

Fund 100 Dept 1500

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Estimate</u>	<u>2016-17 Request</u>
Salaries	5100 \$ 6,478	\$ 6,839	\$ 6,847	\$ 6,869	\$ 6,869	\$ 7,054
Salary/Accr/Buy	5180 246	516	258	-	-	336
Benefits	5200 2,692	2,967	3,014	3,321	3,321	3,911
Subtotal, Salaries and Benefits	9,416	10,322	10,119	10,190	10,190	11,301
Office Supplies	5400 2,625	943	724	500	500	1,000
Software Licensing (A)	5410 3,915	168	35	1,380	1,380	8,582
Off-Site Records Storage	5420 600	771	792	600	750	750
Department Supplies	5500 1,872	580	2,342	1,500	3,000	1,500
Vehicle Fuel	5505 -	-	135	-	-	-
Office Equipment Maintenance (A)	5705 2,477	4,432	5,779	3,500	4,000	4,200
Copier Lease / Maintenance	5706 -	5,938	5,942	6,100	6,100	6,400
Equipment Repairs & Maint.	5720 299	-	1,519	-	-	500
Janitorial Service	5735 85	58	-	-	250	100
Building Repairs/Maintenance	5740 4,019	265	1,171	3,500	1,500	1,000
Network Support (A)	5775 8,181	10,312	10,141	11,500	11,500	11,960
Telephone Network Support	5776 283	374	208	800	800	1,000
Website Hosting & Maintenance (A)	5780 8,431	1,138	1,342	1,073	1,073	1,175
Professional/Elections Consultant	6025 5,000	29,050	27,985	5,000	5,000	5,000
Bank/Credit Card Fees	6060 -	-	6,245	-	-	14,000
Telephone	6200 3,736	-	6,485	3,000	5,500	8,000
Cell Phones (A)	6205 -	-	682	1,000	1,000	900
Utilities	6505 4,648	4,648	4,636	4,500	4,500	5,000
Subtotal, Services and Supplies	46,171	58,677	76,163	43,953	46,853	71,067
Capital Outlay	1,050	17,514	-	-	-	-
File Management Software	-	-	-	-	-	2,666
Total:	\$ 56,637	\$ 86,513	\$ 86,282	\$ 54,143	\$ 57,043	\$ 85,034



City Administration

**General Fund
Risk Management/Human Resources**

Purpose

Risk Management is responsible for managing the insurance and safety programs of the City. The City is a member of the Redwood Empire Municipal Fund (REMIF), a municipal self-insurance plan. The program insures liability, property, earthquake/flood, auto physical damage, boiler and machinery and employee bonds. Premium costs for all programs except Workers Compensation are allocated on a percentage basis. Workers Compensation premium costs are allocated based on wages and are included in each department's benefit costs. The Human Resources Department is responsible for attracting, retaining and developing talented, productive and motivated employees. Human Resources is also responsible for personnel training of employees and supervisors.

Responsibilities

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

Significant Changes

None

Personnel Allocation

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2015-16</u>	<u>2016-17</u>
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
City Manager	-	-	-	0.10		0.10
City Clerk/Human Resources Mngr	-	0.20	0.20	0.20		0.20
Executive Assistant	0.25	0.15	0.15	0.15		0.15
Administrative Assistant (PT)	-	-	-	0.22		0.22
Total Authorized	0.25	0.35	0.35	0.67	-	0.67

History of Expenditures

Fund 100 Dept 1600

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2015-16</u>	<u>2016-17</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
Salaries	5100 \$ 13,635	\$ 16,473	\$ 18,015	\$ 29,599	\$ 29,599	\$ 32,401
Salary Part-Time	5165		2	6,786	6,786	6,297
Salary/Acct/Buy	5180	517	488	1,067	-	1,238
Benefits	5200	85	93	49,278	15,882	15,752
Subtotal, Salaries and Benefits		14,237	17,054	68,361	52,267	55,688
W.C. Ded & Related Costs (A)	5205	35,450	15,422	-	14,000	3,616
Unemployment Insurance	5220	35,570	9,225	13,883	35,000	20,000
Health and Welfare Benefits		-	9,308	-	-	-
Office Supplies	5400	53	144	323	500	500
Dept Supplies	5500	-	6	293	750	500
Legal Services	6020	-	4,645	2,070	8,000	10,000
Professional Services	6025	-	-	-	3,000	1,000
Personnel Services	6035	-	-	17	-	500
Advertising	6300	-	-	156	500	500
Liability Insurance (A)	6350	155,744	134,177	136,426	155,563	176,529
Claims Settlement (A)	6360	899	318	575,216	2,000	10,000
Travel & Conf/Training	7000	423	364	431	500	1,000
Dues & Subscriptions	7015	(262)	57	45	100	200
Subtotal, Services and Supplies		227,877	173,666	728,860	219,913	224,344
Capital Outlay - Ergonomic Maintenance	8000	277	-	-	5,000	-
Total:		\$ 242,391	\$ 190,720	\$ 797,221	\$ 277,181	\$ 280,032



**General Fund
Community Promotion**

Purpose

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

Events Include:

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

The City provides the following City facilities:

- Chamber of Commerce Building
- FBID office at the Monday Club
- Use of the Monday Club for weekly Chamber of Commerce meetings
- Riverlodge & Monday Club for various events & meetings.

Responsibilities

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

Significant Changes

None

Personnel Allocation

No personnel are directly allocated to Community Promotion

<u>History of Expenditures</u>		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
<u>Fund 100 Dept 5200</u>							
Department Supplies	5500	\$ -	\$ 863	\$ 32	\$ 500	\$ -	\$ 1,000
Audit Fees	6000	-	-	-	-	-	500
Professional Services	6025	-	-	174	-	-	-
Chamber of Commerce	6800	20,543	20,600	7,760	13,000	18,093	13,000
Chamber of Comm. 10% TOT Allocation	6801	47,212	49,582	51,321	52,000	59,000	60,000
FBID Facility Rent	6804	2,400	2,400	2,400	2,400	2,400	2,400
Community Events	6814	1,995	2,969	700	2,000	40	3,000
HCVVB - County Visitors' Bureau	6815	-	-	440	-	-	5,000
Public Art Project	6816	-	-	-	1,000	1,536	-
City Sponsored Riverlodge Usage	7612	-	-	-	1,000	1,000	1,000
Business Improvement District	7625	51,835	65,771	43,734	56,000	53,752	55,000
Total:		\$ 123,985	\$ 142,185	\$ 106,561	\$ 127,900	\$ 135,821	\$ 140,900



Purpose

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

~ Humboldt County Library Mission Statement

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

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

Responsibilities

Provides City resources to assist in maintaining a viable branch of the Humboldt County Library in the City of Fortuna.

Significant Changes

None

Personnel Allocation

	2012-13 Budget	2013-14 Budget	2014-15 Budget	2015-16 Budget	2015-16 Estimate	2016-17 Request
Facility Custodian	0.10	0.10	0.10	0.10		0.10
Total Authorized	0.10	0.10	0.10	0.10	-	0.10

History of Expenditures

Fund 100 Dept 5500

		2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Salaries	5100	\$ 3,239	\$ 3,420	\$ 3,424	\$ 3,435	\$ 3,435	\$ 3,527
Vacation Buyback	5180	123	258	129	-	-	168
Benefits	5200	1,346	1,484	1,507	1,660	1,660	1,955
Subtotal, Salaries and Benefits		<u>4,708</u>	<u>5,162</u>	<u>5,060</u>	<u>5,095</u>	<u>5,095</u>	<u>5,650</u>
Office Supplies	5500	146	200	218	-	-	200
Janitorial	5735	42	29	-	300	300	200
Building Repairs	5740	3	222	233	-	11	400
Water	6500	-	-	1,218	-	732	1,000
Utilities	6505	4,579	5,000	4,546	4,500	4,500	5,000
Property Tax	6720	36	36	-	36	36	36
Subtotal, Services and Supplies		<u>4,806</u>	<u>5,487</u>	<u>6,216</u>	<u>4,836</u>	<u>5,579</u>	<u>6,836</u>
Capital Outlay		-	-	-	-	-	-
Total:		\$ 9,514	\$ 10,649	\$ 11,275	\$ 9,931	\$ 10,674	\$ 12,486



Community Development

**General Fund
Planning**

Purpose

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

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

Responsibilities

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

Significant Changes

None

	2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
Deputy Community Development Director	0.20	0.30	0.30	0.30		0.30
Senior Administrative Assistant	-	-	-	0.40		0.10
Associate Planner	0.40	0.40	-	-		-
Account Clerk I (PT)	-	-	-	0.01		0.01
Special Projects Planner	0.20	0.20	-	-		-
	0.80	0.90	0.30	0.71	-	0.41

	2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
<u>History of Expenditures</u>						
<u>Fund 100 Dept 5000</u>						
Salaries	5100 \$ 39,564	\$ 39,995	\$ 25,514	\$ 36,439	\$ 36,439	\$ 24,367
Salary Part-Time	5165 6,265	3,045	8	269	269	189
Vacation Buyback	5180 1,515	386	1,667	-	-	772
Benefits	5200 19,857	21,222	14,019	24,123	24,123	13,543
Subtotal, Salaries and Benefits		67,201	64,648	41,208	60,831	38,871
Office Supplies	5400 383	308	395	500	531	300
Department Supplies	5500 3,796	61	33	100	100	500
Prof Services/Permit/Inspections	6025 464	-	314	-	-	1,000
Personnel Services	6035 -	-	1	-	505	500
Cell Phones (A)	6205 -	-	143	250	250	200
Advertising	6300 -	-	99	500	500	500
Travel & Conferences	7000 (420)	200	463	1,000	1,000	500
Planning Commission	7600 2,345	1,230	2,250	2,000	2,640	3,000
Televised Meeting Costs	7616 1,213	868	1,141	2,300	2,300	3,000
Subtotal, Services and Supplies		7,781	2,668	4,837	6,650	7,826
Capital Outlay	-	2,386	1,512	-	-	-
Capital Outlay	-	-	-	-	-	1,500
		1,643	2,386	1,512	-	1,500
Total:	\$ 76,625	\$ 69,702	\$ 47,557	\$ 67,481	\$ 68,657	\$ 49,871



Community Development

**Restricted Fund
Development Review**

Purpose

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

Responsibilities

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

Significant Changes

None

Fund History

**Development Review and Building
Fund 120**

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Revenues:						
Fees	\$ 170,558	\$ 267,962	\$ 318,720	\$ 232,250	\$ 257,800	\$ 312,000
Grant	-	99,000	-	-	-	-
General Fund Support	216,206	130,115	653	118,857	97,184	54,650
	<u>386,764</u>	<u>497,077</u>	<u>319,372</u>	<u>351,107</u>	<u>354,984</u>	<u>366,650</u>
Expenditures:						
Building Division	202,105	210,851	194,973	203,215	204,615	219,026
Development Review Division	184,659	177,835	124,400	147,892	150,369	147,624
Grant	-	108,391	-	-	-	-
	<u>386,764</u>	<u>497,077</u>	<u>319,372</u>	<u>351,107</u>	<u>354,984</u>	<u>366,650</u>
Net Annual Activity	\$ -	\$ -				

Personnel Allocation

	2012-13 Budget	2013-14 Budget	2014-15 Budget	2015-16 Budget	2015-16 Estimate	2016-17 Request
City Manager (Acting CDD)	0.15	0.12	0.12	0.12	-	0.12
Public Works Director/City Engineer	0.05	-	-	0.02	-	0.01
Deputy Community Development Director	0.50	0.50	0.50	0.50	-	0.50
Deputy Public Works Director	-	-	-	0.05	-	0.05
Senior Administrative Assistant	0.05	-	-	0.50	-	0.50
Building Official	0.20	0.20	0.20	0.20	-	0.20
Finance Director	0.03	0.03	-	-	-	-
Development Service Manager	-	-	0.10	-	-	-
Administrative Assistant	-	0.05	-	-	-	-
Associate Planner	0.50	0.50	-	-	-	-
Engineering Technician III	0.20	0.10	-	-	-	-
Account Clerk II	-	0.05	-	-	-	-
Engineering Technician II	0.30	0.10	-	-	-	-
Total Authorized	1.98	1.65	0.92	1.39	-	1.38



Community Development

**Restricted Fund
Development Review**

<u>History of Expenditures</u>		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
<u>Fund 120 Dept 3100</u>		Actual	Actual	Actual	Budget	Estimate	Request
Salaries	5100	\$ 99,089	\$ 96,810	\$ 74,487	\$ 85,908	\$ 85,908	\$ 86,443
Salary Part-Time	5165	2,763	343	11	-	-	-
Overtime	5170	-	528	3	-	-	-
Vacation Buyback	5180	3,501	2,179	1,203	-	1,554	2,587
Benefits	5200	46,051	47,567	36,921	49,784	49,784	42,894
Subtotal, Salaries and Benefits		151,404	147,427	112,625	135,692	137,246	131,924
Office Supplies	5400	-	63	112	100	317	100
Computer Software	5410	-	-	-	100	521	-
Departmental Supplies	5500	62	101	35	-	-	100
Engineering Services	6005	28,175	21,272	11,171	12,000	12,000	15,000
Zoning Code Update		1,517	-	-	-	-	-
Advertising	6300	509	87	457	-	285	500
Prior Year		-	8,885	-	-	-	-
Subtotal, Services and Supplies		30,263	30,408	11,775	12,200	13,123	15,700
Capital Outlay		2,620	-	-	-	-	-
Total:		\$ 184,287	\$ 177,835	\$ 124,400	\$ 147,892	\$ 150,369	\$ 147,624



**Restricted Fund
Building**

Community Development

Purpose

The Building Division's purpose is to provide building plan check and building site inspection services for new construction and remodels of residential and commercial projects. The Building Division administers a program of construction regulation that is mandated by the State of California to provide minimum standards to safeguard life, health, property and public welfare for all structures within the City. It also ensures safety by following State regulations in its plan reviews and inspections.

Responsibilities

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

Significant Changes

None

Personnel Allocation

	2012-13 Budget	2013-14 Budget	2014-15 Budget	2015-16 Budget	2015-16 Estimate	2016-17 Request
City Manager (Acting CDD)	0.03	0.03	0.03	0.03		0.03
Deputy Community Development Director	0.10	0.10	0.10	0.10		0.10
Senior Administrative Assistant	0.05	-	-	0.10		0.40
Building Official	0.80	0.80	0.80	0.80		0.80
Building Inspector	1.00	1.00	1.00	1.00		1.00
Vehicle & Equipment Mechanic	0.02	0.02	0.02	0.02		0.02
Administrative Assistant (CM)	-	0.05	-	-		-
Assistant/Associate Planner	0.10	0.10	-	-		-
Engineering Technician II	0.05	0.05	-	-		-
Account Clerk I (PT)	0.10	-	-	0.02		0.02
Total Authorized	2.25	2.15	1.95	2.07	-	2.37

History of Expenditures

Fund 120 Dept 3000

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Salaries	5100 \$ 127,591	\$ 125,134	\$ 116,940	\$ 120,249	\$ 120,249	\$ 131,666
Salary Part-Time	5165 689	-	16	537	537	377
Overtime	5170 460	2,490	59	-	-	-
Vacation Buyback	5180 3,601	1,924	2,163	-	-	3,177
Benefits	5200 56,828	67,416	64,279	67,629	67,629	68,306
Subtotal, Salaries and Benefits	189,169	196,964	183,457	188,415	188,415	203,526
Office Supplies	5400 423	370	573	500	500	500
Department Supplies	5500 432	606	248	500	500	500
Fuel & Oil	5505 2,099	2,047	1,592	1,500	1,500	2,000
Equipment Maintenance	5705 347	238	28	250	250	100
Code Enforcement	5708 -	-	-	500	500	500
Software Maintenance	5710 -	-	-	500	500	-
Vehicle Repair & Maintenance	5715 -	374	77	500	500	500
Janitorial Service	5735 21	14	-	-	-	-
Building Repairs	5740 822	39	5	-	-	100
Engineering Services	6005 2,970	2,160	2,250	2,000	3,700	4,000
Prof Svc/Permit/Insp	6025 394	1	-	-	-	500
Personnel Services	6035 -	-	5	500	500	500
Telephone	6200 775	573	173	500	200	200
Cell Phones (A)	6205 -	-	855	1,200	1,200	1,000
Advertising	6300 -	-	-	500	500	-
Insurance (A)	6350 1,500	1,500	1,500	1,500	1,500	1,500
Utilities	6500/5 820	820	748	850	850	100
Travel & Conferences	7000 -	386	1,099	1,000	1,000	500
Training	7005 -	-	-	500	500	500
Certification Exams	7010 -	700	115	250	250	200
Dues & Subscriptions	7015 -	340	-	750	750	100
Distributed Chgs from other dept.	2,102	1,250	1,500	-	-	-
Subtotal, Services and Supplies	12,705	11,418	10,769	13,800	15,200	13,300
Capital Outlay/Code Books	8103-8141 231	2,469	747	1,000	1,000	2,200
Total:	\$ 202,105	\$ 210,851	\$ 194,973	\$ 203,215	\$ 204,615	\$ 219,026



General Fund
Finance

Purpose

The Finance Department is responsible for providing sound financial management and monitoring for all City assets: Duties include: recording all financial transactions for the City and Successor Agency, processing payroll for all City employees, processing accounts payable, quarterly and annual payroll and sales tax returns, billing and collection for City utility services, FBID billing and collections, business licenses, grant expenditures and numerous financial reporting to outside agencies. The Finance Department also coordinates with an independent auditor for the annual audit of the City's finances and assists in the completion of the City's Comprehensive Annual Financial Report.

Significant Changes

None

<u>Personnel Allocation</u>	<u>2012-13 Budget</u>	<u>2013-14 Budget</u>	<u>2014-15 Budget</u>	<u>2015-16 Budget</u>	<u>2015-16 Estimate</u>	<u>2016-17 Request</u>
Finance Director	0.38	0.40	0.43	0.30		0.40
Payroll and Benefits Administrator	-	-	-	0.19		0.29
Senior Account Clerk	-	-	-	0.30		0.30
Account Clerk II/III	0.30	0.30	0.30	0.25		0.25
Senior Account Clerk III	0.45	0.45	0.49	-		-
Account Clerk I (PT)	0.30	0.15	0.30	0.13		0.13
Finance Extra Help (PT)	-	-	-	-		0.04
Total Authorized	1.43	1.30	1.52	1.17	-	1.41

<u>History of Expenditures Fund 100 Dept 1200</u>	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Estimate</u>	<u>2016-17 Request</u>
Salaries	5100 \$ 55,127	\$ 53,882	\$ 59,522	\$ 52,003	\$ 52,003	\$ 67,863
Salary - Part-Time	5165 2,370	7,435	2,615	3,491	3,491	7,196
Overtime	5170 0	372	202	2,500	2,500	715
Vacation Buyback	5180 2,701	2,285	1,165	-	3,440	2,585
Benefits	5200 20,518	20,465	23,548	26,502	26,502	41,137
Subtotal, Salaries and Benefits	80,716	84,439	87,052	84,496	87,936	119,495
Office Supplies	5400 7,765	7,995	4,924	7,000	7,000	5,000
Computer Software	5410 -	-	7	-	-	-
Department Supplies	5500 -	527	3,315	-	-	1,000
Software Maint.	5710 3,387	3,452	3,461	4,000	4,000	4,000
Network Support	5775 -	-	192	-	-	-
Engineering Services	6005 -	-	45	-	-	-
General Contracting	6015 -	-	1,441	-	-	5,000
Professional Services	6025 -	-	5,765	1,000	1,000	1,000
Personnel Services	6035 24	2,627	15	3,000	3,000	3,000
Telephone	6200 -	-	781	-	-	-
Travel and Conferences	7000 -	5,380	1,652	3,000	3,000	3,000
Training	7005 135	1,530	2,223	1,500	1,500	2,000
Dues and Subscriptions	7015 300	300	165	600	600	1,000
Interfund Reimbursement	9200 (1,473)	(1,250)	(3,500)	(1,500)	(6,250)	(6,250)
Subtotal, Services and Supplies	10,138	20,561	20,485	18,600	13,850	18,750
Office 2013 Pro	8103 -	0	0	2,520	2,520	-
Computer/Monitors/Printer	8103 2,773	193	3,773	1,400	1,400	-
Total:	\$ 93,627	\$ 105,193	\$ 111,310	\$ 107,016	\$ 105,706	\$ 138,245



Parks and Recreation

**General Fund
Recreation**

Purpose

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

Responsibilities

- Community event scheduling
- Adult softball/basketball
- Youth basketball programs
- Summer Fun/Kiddie Kamp/Recreation Week Programs
- Public skate/private skate
- Rohner & Newburg Park buildings, fields, & facility rental/reservation
- Coordination of field use with Eel River Little League, Eel River Babe Ruth, American Legion 76ers, Fortuna Union High School, Eel River Soccer, Eel River Football
- Parks and Recreation Commission

Significant Changes

None

Personnel Allocation

	2012-13 Budget	2013-14 Budget	2014-15 Budget	2015-16 Budget	2015-16 Estimate	2016-17 Request
Deputy Public Works Director	-	-	-	0.08		0.08
Recreation/Transit Administrative Supervisor	-	-	-	0.88		0.80
Recreation Program Supervisor	1.00	1.00	1.00	1.00		1.00
Public Works Director/Engineer	0.10	0.10	0.05	0.02		-
Parks & Rec Office Supervisor	0.88	0.88	0.88	-		-
Subtotal Full-Time Employees	1.98	1.98	1.93	1.98	-	1.88
Bus Dispatcher/Office Asst (PT)	-	-	-	-		0.22
Recreation Leaders	1.20	1.20	1.20	1.20		3.61
Recreation Aides	0.25	0.25	0.25	0.25		-
Recreation Program Supervisors	0.75	0.75	0.75	0.75		-
Total Authorized	4.18	4.18	4.13	4.18	-	5.71

History of Expenditures

Fund 100 Dept 5400

		2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Salaries	5100	\$ 63,909	\$ 61,219	\$ 64,802	\$ 77,983	\$ 77,983	\$ 60,939
Salary Part-Time	5165	118,656	119,239	123,995	75,171	75,171	80,034
Overtime	5170	-	-	-	-	-	-
Vacation/Sick Leave Buyback	5180	-	386	3,926	-	-	445
Benefits	5200	35,624	35,804	32,772	45,115	45,115	46,825
Subtotal, Salaries and Benefits		218,189	216,648	225,495	198,269	198,269	188,244
Office Supplies	5400	1,086	667	563	1,000	500	700
Software (A)	5410	-	14	-	480	-	2,335
Department Supplies	5500	562	942	547	700	250	400
Janitorial Supplies	5565	-	-	279	-	-	-
Building Maintenance & Repair	5740	-	-	-	-	25	-
Pavillion Maintenance	5743	-	-	-	-	308	-
Network Support (A)	5775	186	2,787	2,329	4,100	4,100	4,160
Telephone Network Support	5776	-	-	-	-	-	-
Website Hosting & Maintenance (A)	5780	-	1,051	1,149	1,073	1,073	1,175
Tools & Small Equipment	5900	-	-	17	-	-	-
Personnel Services	6035	925	409	96	1,000	291	2,500
Credit Card Processing/Bank Fees	6060/1	935	1,582	2,260	1,500	2,439	2,500
Telephone	6200	3,438	3,568	3,996	3,500	4,000	4,000



Parks and Recreation **General Fund
Recreation**

<u>History of Expenditures (Continued)</u>		2012-13	2013-14	2013-14	2015-16	2015-16	2016-17
		<u>Budget</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
<u>Fund 100 Dept 5400</u>							
Advertising	6300	164	186	167	500	200	200
Water	6500	-	-	1,299	-	1,200	1,200
Utilities	6505	3,992	4,773	4,614	4,500	2,500	3,300
Travel & Conferences	7000	252	345	190	1,000	500	500
Dues & Subscriptions	7015	50	30	50	100	75	100
Sports League Officials	7200	14,546	16,718	19,185	12,000	14,000	14,000
Adult Sports League/Sports Field Maint	7215	1,298	1,368	1,392	2,100	1,500	1,500
Summer Fun Program	7220	4,398	5,011	4,550	5,000	4,500	5,000
School Rec. Program	7221	134	299	418	1,000	500	500
Kiddie Kamp	7222	1,579	1,500	2,188	2,500	2,500	2,500
Youth Basketball League	7225	3,126	3,017	2,991	3,500	3,000	3,000
Skating Program	7230	2,439	980	1,783	2,000	700	1,500
CPR Recreation Program	7232	695	1,230	1,840	1,250	1,250	1,250
Excel after school supplies	7235	15,561	16,487	12,649	-	-	-
Teen Dance Rec Program	7247	-	306	-	200	200	200
Volleyball Program	7252	(72)	1,656	-	500	200	200
Allocation to Recreation District		-	-	-	-	(10,000)	-
Subtotal, Services and Supplies		<u>55,294</u>	<u>64,926</u>	<u>64,553</u>	<u>49,503</u>	<u>35,811</u>	<u>52,720</u>
Capital Outlay		1,303	7,771	-	-	-	-
Pickle Ball	8254	-	-	-	750	750	-
Disk Golf	8254	-	-	-	1,000	500	1,000
Lawn Mower	8254	-	-	-	1,250	1,250	-
Weed eater	8254	-	-	-	450	450	-
Computer	8103	-	-	747	800	801	-
Office 2013 Pro	8103	-	-	-	504	504	-
LED Lights for Pavillion	8103	-	-	-	-	-	500
Scoreboard for Pavillion	8103	-	-	-	-	-	1,000
Skate Repair & Computer		-	-	-	-	-	-
Subtotal, Capital Outlay		<u>1,303</u>	<u>7,771</u>	<u>747</u>	<u>4,754</u>	<u>4,255</u>	<u>2,500</u>
Total:		<u>\$ 274,786</u>	<u>\$ 289,345</u>	<u>\$ 290,795</u>	<u>\$ 252,526</u>	<u>\$ 238,335</u>	<u>\$ 243,464</u>



Parks and Recreation

**General Fund
Parks Maintenance**

Purpose

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

Responsibilities

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

Significant Changes

None

Personnel Allocation

	2012-13 Budget	2013-14 Budget	2014-15 Budget	2015-16 Budget	2015-16 Estimate	2016-17 Request
Public Works Director/Engineer	0.10	0.10	0.05	0.02		0.02
General Services Superintendent	-	-	-	-		0.03
Deputy Public Works Director	-	-	-	0.05		0.05
Lead Park Maintenance Worker	0.90	0.90	0.85	0.85		0.85
Park Maintenance Worker III	1.00	1.00	0.95	0.95		0.95
Park Maintenance Worker II	1.90	1.90	1.80	1.70		1.70
Facility Custodian	0.10	0.10	0.10	0.10		0.10
Vehicle & Equipment Mechanic	0.18	0.18	0.18	0.18		0.18
Total Full Time Employees	4.18	4.18	3.93	3.85	-	3.88
Park Maintenance Worker I (PT)	2.70	2.70	2.70	-		2.19
Total Authorized	6.88	6.88	6.63	3.85	-	6.07

History of Expenditures

Fund 100 Dept 5450

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Salaries	5100 \$ 146,199	\$ 147,609	\$ 153,137	\$ 160,846	\$ 160,846	\$ 160,488
Salary Part-Time	5165 11,778	7,808	28,520	-	-	48,633
Overtime	5170/5 160	255	9	-	-	450
Vacation/Sick Leave Buyback	5180/5 6,205	5,804	(557)	-	-	1,697
Benefits	5200 80,773	91,265	95,350	96,614	96,614	115,648
Subtotal, Salaries and Benefits	245,115	252,741	276,459	257,460	257,460	326,916
Office Supplies	5400 336	635	51	500	250	400
Software (A)	5410 3,051	-	7	-	-	-
Department Supplies	5500 24,165	20,359	17,095	23,000	23,000	24,000
Vehicle Fuel & Oil	5505 5,449	4,880	6,937	6,000	5,500	6,000
Equipment Fuel & Oil	5510 3,937	3,641	1,229	4,500	-	-
Janitorial & Paper Supplies	5565 3,997	5,727	7,978	6,000	8,800	9,000
Special Event Supplies	5570 2,018	4,433	361	2,500	1,000	1,500
Office Equipment Maintenance (A)	5705 846	1,076	1,323	1,400	1,800	1,900
Software Maintenance	5710 -	-	(2)	-	-	-
Vehicle Repairs & Maintenance	5715 1,930	1,502	2,104	2,500	2,000	2,500
Equipment Maintenance	5720 2,129	6,163	6,319	5,000	3,200	4,500
Alarm System Maintenance	5730 340	825	550	700	1,000	1,200
Janitorial Service	5735 42	29	9	-	-	-
Building Repairs & Maintenance	5740 4,070	1,717	1,768	3,000	2,200	3,000
Newburg Park Maintenance	5741 2,722	582	1,877	3,000	3,000	3,500
Median Maintenance Supplies	5742 881	384	1,219	1,500	500	5,100
Pavilion Maintenance	5743 838	401	157	1,000	500	1,000
Vandalism Repair	5745 1,302	814	2,974	2,000	2,000	2,000
Weed Abatement	5750 445	245	246	500	225	400
Contract Tree Trimming	5755 1,400	-	-	1,000	1,000	1,500
Network Support (A)	5776 196	31	-	-	-	-



City of Fortuna
FY 2016-17 Budget

Parks and Recreation **General Fund**
Parks Maintenance

<u>History of Expenditures (Continued)</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2015-16</u>	<u>2016-17</u>	
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>	
Fund 100 Dept 5450							
Tools & Small Equipment	5900	923	555	873	2,000	2,000	
Engineering Services	6005	2	-	941	-	-	
Personnel Services	6035	1,103	900	495	1,100	1,100	
Late Fees	6067	-	-	24	-	-	
Telephone Parks Maintenance	6200	339	523	-	150	-	
Cell Phones (A)	6205	-	-	528	600	400	
Water	6500	-	-	17,256	42,000	42,000	
Utilities	6505	62,494	66,087	47,612	26,000	26,000	
Fire Assessment	6720	72	72	-	72	-	
Travel & Conferences	7000	196	401	200	1,000	350	
Training Parks Maintenance	7005	478	814	950	1,000	400	
Adult Sports	7215	1,594	896	1,573	2,000	1,500	
Other Programs	7225	(50)	12	-	-	-	
Subtotal, Services and Supplies		<u>127,245</u>	<u>123,704</u>	<u>122,653</u>	<u>140,022</u>	<u>129,325</u>	<u>142,850</u>
Capital Outlay		234	-	-	-	-	
Office 2013 Standard Pro	8103	-	-	-	1,140	1,140	
Automated Defibrillator	8254	-	-	-	1,500	-	
Picnic Table Replacement Program	8254	-	-	-	2,000	2,000	
Newburg Park Security System	8254	-	-	-	5,000	5,000	
Rohner Park Security Cameras	8254	-	-	-	-	2,500	
Liftgate	8254	-	-	-	-	3,700	
Small BBQ's	8254	-	-	-	-	1,200	
Pavilion Floor Surfacing	8254	-	-	-	-	6,000	
Digital Sign	8254	-	-	-	-	-	
Subtotal, Capital Outlay		<u>234</u>	<u>-</u>	<u>-</u>	<u>9,640</u>	<u>8,140</u>	<u>15,400</u>
Total:		<u>\$ 372,594</u>	<u>\$ 376,445</u>	<u>\$ 399,112</u>	<u>\$ 407,122</u>	<u>\$ 394,925</u>	<u>\$ 485,166</u>



General and Restricted Funds
Museum

Parks and Recreation

Purpose

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

Responsibilities

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

Significant Changes

None

Personnel Allocation

	2012-13 <u>Budget</u>	2013-14 <u>Budget</u>	2014-15 <u>Budget</u>	2015-16 <u>Budget</u>	2015-16 <u>Estimate</u>	2016-17 <u>Request</u>
Deputy Public Works Director	-	-	-	0.03		0.03
Museum Curator (PT)	0.50	0.50	0.50	0.58		0.58
	0.50	0.50	0.50	0.61	-	0.61

History of Expenditures

Fund 100 Dept 5600

	2012-13 <u>Actual</u>	2013-14 <u>Actual</u>	2014-15 <u>Actual</u>	2015-16 <u>Budget</u>	2015-16 <u>Estimate</u>	2016-17 <u>Request</u>
Salaries/Wages	5100/65 \$ 12,500	\$ 13,179	\$ 14,222	\$ 17,729	\$ 17,729	\$ 17,756
Benefits	5200 759	795	869	1,904	1,904	1,785
Subtotal, Salaries and Benefits		13,259	13,974	19,633	19,633	19,541
Office Supplies	5400 421	277	156	500	150	250
Software (A)	5410 -	-	-	60	-	478
Department Supplies	5500 64	805	295	1,000	200	250
Gift Shop Purch Railroad Museum	5550 -	-	-	-	-	-
Office Equipment Maintenance (A)	5705 -	-	213	300	-	400
Alarm System	5730 276	276	363	400	700	700
Building Repair & Maintenance	5740 577	339	634	750	500	500
Network Support (A)	5775 -	-	-	850	-	520
Website Hosting & Maintenance (A)	5780 -	-	-	1,073	-	1,175
Telephone	6200 -	-	-	-	-	-
Advertising	6300 60	195	85	300	300	300
Water	6500 0	-	-	-	725	725
Utilities	6500/5 3,050	3,203	2,792	3,500	2,750	2,750
Training Expenses	7005 -	-	-	100	-	-
Dues & Subscriptions	7015 65	80	80	100	75	75
Subtotal, Services and Supplies		4,513	5,175	8,933	5,400	8,123
Capital Outlay		-	-	-	-	-
Total Museum:	\$ 17,772	19,149	19,709	28,566	25,033	27,664

Museum Exhibit Acquisition Fund

Fund 165 Dept 5610

Department Supplies	5500 97	7	317	1,000	150	500
Equipment Fuel	5510 -	-	522	-	-	-
Gift Shop Purchases/CGS	5550 743	1,090	776	3,000	3,000	1,500
Water	6500 -	-	-	-	120	120
Subtotal, Services and Supplies		840	1,097	4,000	3,270	2,120
Capital Outlay:						
UV Filtering	8000 -	-	-	2,000	2,000	-
Office 2013 Pro	8103 -	-	-	380	1,104	-
Security Upgrades	8103 -	-	-	-	-	1,500
Collection Acquisitions	8279 1,293	3,014	940	1,000	550	1,000
Subtotal, Capital Outlay		1,293	3,014	3,380	3,654	2,500
Total Exhibit Acquisition:	2,133	4,111	2,555	7,380	6,924	4,620
Combined Total:	\$ 19,905	\$ 23,260	\$ 22,264	\$ 35,946	\$ 31,957	\$ 32,284



Parks and Recreation

**Supported by General Fund
River Lodge & Monday Club**

Purpose

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

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

RESPONSIBILITIES

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

Significant Changes

None

Personnel Allocation

	2012-13 Budget	2013-14 Budget	2014-15 Budget	2014-15 Budget	2014-15 Estimate	2016-17 Request
Deputy Public Works Director	-	-	-	0.03		0.03
Conference Center Manager	1.00	1.00	1.00	1.00		1.00
Conference Center Coordinator	1.00	-	-	1.00		1.00
Lead Park Maintenance Worker	-	0.10	0.10	0.10		0.10
Park Maintenance Worker II/III	0.20	0.10	0.10	0.20		0.20
Facility Custodian	0.20	0.20	0.20	0.20		0.20
Conference Center Supervisor	-	1.00	1.00	-		-
Conference Center Worker (PT)	2.50	2.50	0.91	0.34		0.87
Joint Agency Part-Time Position	-	-	-	-		0.34
Total Authorized	4.90	4.90	3.31	2.87	-	3.74

River Lodge & Monday Club Fund History

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Revenues:						
Fees	\$ 239,789	\$ 301,468	\$ 237,888	\$ 235,000	\$ 161,940	\$ 213,350
General Fund Support	83,145	50,123	56,195	39,610	102,373	140,118
Joint Agencies Reimbursement	-	-	-	14,000		
	322,934	351,591	294,083	288,610	264,313	353,468
Expenditures:						
River Lodge	272,942	285,053	280,874	276,167	254,920	341,468
Monday Club	15,989	15,456	18,209	12,443	9,393	12,000
	288,931	300,509	299,083	288,610	264,313	353,468
Net Activity	\$ 34,003	\$ 51,082	\$ (5,000)	\$ -	\$ -	\$ -

History of Expenditures

River Lodge

Fund 160 Dept 5800

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Salaries	5100 \$ 81,433	\$ 84,471	\$ 68,031	\$ 76,466	\$ 76,466	\$ 84,411
Salary Part-Time	5165 14,952	16,632	31,268	17,000	17,000	15,776
Joint Agencies PT Position	5165 -	-	-	12,780	12,780	14,004
Overtime	5170/5 134	419	180	250	250	275
Vacation/Sick Leave Buyback	5180/5 -	-	4,650	-	-	1,858
Benefits	5200 49,021	53,381	52,085	55,014	55,014	84,969
Subtotal, Salaries and Benefits	145,540	154,903	156,214	161,510	161,510	201,293
Office Supplies	5400 1,230	1,164	969	1,000	1,000	1,000
Software Licenses (A)	5410 -	-	-	420	132	1,860
Department Supplies	5500 5,047	4,785	4,434	4,000	3,500	4,000



Parks and Recreation

**Supported by General Fund
River Lodge & Monday Club**

<i>(Continued)</i>		<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2015-16</u>	<u>2016-17</u>
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
Kitchen Supplies	5539	1,180	2,797	1,845	2,000	1,800	2,000
Facility Catering	5540	12,883	13,990	17,841	13,000	12,000	13,000
Facility Catering Linen	5545	1,037	1,360	1,101	-	-	-
Catering - Other Misc Costs	5546	1,214	1,488	2,466	1,500	1,500	1,500
User Group Linen	5547	6,262	6,958	6,487	7,000	7,200	7,200
Gift Shop Purchases/CGS	5550	14,067	9,601	5,679	9,000	4,000	5,000
Visitor Center Supplies	5560	514	110	14	400	250	250
Janitorial Supplies	5565	4,280	4,455	5,039	5,000	5,200	5,200
Special Events - Bridal Faire	5571	5,594	1,867	1,772	2,500	2,843	2,500
Special Events - Craft Faire	5572	615	1,568	1,758	2,000	1,000	2,000
Kitchen Chemicals	5575	1,974	1,467	1,922	2,000	1,800	2,000
River Lodge Discounts	5581	18,099	19,412	13,382	-	-	-
Landscaping		-	-	-	-	-	500
Office Equipment Maintenance (A)	5705	818	1,084	1,366	900	841	750
Equipment Lease	5706	1,158	1,170	1,232	1,200	1,200	1,200
Software Maintenance	5710	99	-	-	-	-	-
Equipment Maintenance/Repair	5720	-	1,875	1,807	1,500	1,600	1,600
Alarm System	5730	242	207	225	300	300	300
Building Maintenance/Repair	5740	-	5,406	4,641	6,000	5,000	6,000
Network Support (A)	5775	372	1,150	1,165	3,300	2,063	3,640
Telephone Network Support	5776	-	260	-	-	-	-
Website Host & Maintenance (A)	5780	-	1,051	1,780	1,073	1,192	1,175
Personnel Services	6035	30	816	857	1,000	1,000	1,000
Credit Card Processing Fees	6060	1,198	1,458	1,774	1,300	1,300	1,300
Telephone	6200	5,565	5,967	6,644	5,100	7,000	7,000
Cell Phones (A)	6205	-	-	627	900	850	900
Advertising	6300	7,206	7,626	4,021	5,000	3,000	5,000
Water	6500	-	-	5,977	-	9,000	10,000
Utilities	6505	26,756	27,901	20,123	25,000	15,000	15,000
Permits	6612	-	-	-	-	839	-
Rent/Fire Assessment		36	36	-	-	-	-
Travel & Conference/Training	7000	14	362	150	1,000	200	1,000
Contingency	7612	(208)	-	374	2,500	-	-
Bad Debt	7800	-	-	6,441	-	-	-
Subtotal, Services and Supplies		<u>126,068</u>	<u>127,391</u>	<u>123,913</u>	<u>105,893</u>	<u>92,610</u>	<u>103,875</u>
Capital Outlay		-	2,759	-	-	-	-
Computer Purchase(s) -(2)	8103	1,334	-	747	800	800	800
Office 2013 Pro	8103	-	-	-	504	-	-
Office 2013 Standard	8103	-	-	-	760	-	-
Automated Defibrillator	8258	-	-	-	1,500	-	-
Security System	8258	-	-	-	5,200	-	-
Window Replacement/Repair	8258	-	-	-	-	-	2,500
Carpet Replacement		-	-	-	-	-	33,000
Subtotal: Capital Outlay		<u>1,334</u>	<u>2,759</u>	<u>747</u>	<u>8,764</u>	<u>800</u>	<u>36,300</u>
River Lodge Total:		\$ 272,942	\$ 285,053	\$ 280,874	\$ 276,167	\$ 254,920	\$ 341,468
<u>Monday Club</u>							
<u>Fund 160 Dept 5700</u>							
Salary Part-Time	5165	1,692	1,455	1,252	1,500	1,500	2,000
Benefits	5200	144	121	101	143	143	200
Department Supplies	5500	478	125	127	350	300	350
Catering - Linens	5546	-	33	-	50	50	50
Mon Club Disc	5582	6,450	6,250	4,850	-	-	-
Equipment Maintenance/Repair	5720	2,146	808	4,629	2,500	2,500	3,000
Janitorial/Building Repairs	5740	668	1,701	2,515	1,500	500	1,000
Telephone	6035	-	-	116	-	-	-
Telephone	6200	191	196	223	200	300	300
Advertising	6300	-	200	-	300	300	300
Water	6500	-	-	504	-	1,300	1,300
Utilities	6505	4,220	4,567	3,893	4,400	2,500	3,500
Automated Defibrillator	8257	-	-	-	1,500	-	-
Monday Club Total:		15,989	15,456	18,209	12,443	9,393	12,000
Combined Total:		\$ 288,931	\$ 300,509	\$ 299,083	\$ 288,610	\$ 264,313	\$ 353,468



**General and Restricted Funds
Rohner Recreation District**

Parks and Recreation

Purpose

To administer the activities of the Rohner Recreation District, coordinate with the County and LAFCO and support the District Board to provide recreation services to the District.

Responsibilities

Coordination of Board meetings, annual reporting to the State Controller, annual budget preparation and administration of recreation programming on behalf of the District.

Significant Changes

This program has been recorded within the General Fund through 2014-15. Beginning in 2015-16, the program will be administered in a separate fund to provide transparency and accountability for district transactions.

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Revenues:						
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ 17,000	\$ 17,000
	-	-	-	-	17,000	17,000
Expenditures:						
Service And Supplies	-	-	-	-	10,000	-
Capital Outlay	-	-	-	-	-	23,000
	-	-	-	-	10,000	23,000
Net Activity	-	-	-	-	7,000	(6,000)
Ending Available Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ 1,000

History of Expenditures

New Fund/Department

Operating Budget	5400	-	-	-	10,000	-
Subtotal, Services and Supplies		-	-	-	10,000	-
Capital Outlay						
Playground Fall Material		-	-	-	-	2,000
Newburg Playground Border Repair		-	-	-	-	4,000
Playground Updates		-	-	-	-	5,000
Microsurface Parking Newburg		-	-	-	-	12,000
		-	-	-	-	23,000
Total:		\$ -	\$ -	\$ -	\$ 10,000	\$ 23,000



General and Restricted Funds
Police Department

Police

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.

Responsibilities

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

Significant Changes

None

Personnel Allocation

	2012-13 Budget	2013-14 Budget	2014-15 Budget	2015-16 Budget	2015-16 Estimate	2016-17 Request
Chief of Police	1.00	1.00	1.00	1.00		1.00
Lieutenant	1.00	1.00	1.00	1.00		1.00
Sergeants	4.00	4.00	4.00	4.00		4.00
Police Officers	9.00	9.00	9.00	9.00		9.00
Drug Task Force Officer	-	-	-	-		1.00
Office Supervisor	1.00	1.00	1.00	1.00		1.00
Community Service Officer/Dispatch	7.00	7.00	7.00	7.00		6.00
Vehicle & Equipment Mechanic	0.37	0.37	0.37	0.37		0.37
Facility Custodian	0.20	0.20	0.20	0.20		0.20
Records Clerk/Relief Dispatcher II	1.00	1.00	1.00	1.00		-
Records Clerk (PT)	-	-	-	-		1.26
Field CSO (PT)	-	-	-	-		1.26
Kennel Attendant (PT)	0.25	0.50	0.50	0.24		0.24
Evidence Technician (PT)	0.50	0.25	0.25	0.24		-
Total Authorized	25.32	25.32	25.32	25.05	0.00	26.33

Police Services (All Funds)

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Revenues:						
General Fund Fees/Grants	\$ 280,873	\$ 262,589	\$ 355,319	\$ 379,097	\$ 451,207	\$ 358,730
Restricted Funds	291,368	209,851	122,517	185,791	217,982	255,000
	<u>572,241</u>	<u>472,440</u>	<u>477,836</u>	<u>564,888</u>	<u>669,189</u>	<u>613,730</u>
Expenditures:						
Salaries and Benefits	2,227,275	2,233,228	2,360,350	2,466,146	2,561,646	2,730,774
Service and Supplies	431,155	334,990	425,226	408,134	389,823	465,911
Debt Service/Leases		-	-	55,600	55,043	54,400
Capital Outlay	7,758	42,534	31,091	74,059	39,198	25,000
	<u>2,666,188</u>	<u>2,610,752</u>	<u>2,816,666</u>	<u>3,003,939</u>	<u>3,045,710</u>	<u>3,276,085</u>
Net Annual Activity	\$ (2,093,947)	\$ (2,138,312)	\$ (2,338,830)	\$ (2,439,051)	\$ (2,376,521)	\$ (2,662,355)



General and Restricted Funds
Police Department

Police

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		Actual	Actual	Actual	Budget	Estimate	Request
Police Services							
Fund 100 Dept 2000							
Salaries	5100	\$ 1,263,320	\$ 1,182,718	\$ 1,261,677	\$ 1,310,415	\$ 1,310,415	\$ 1,237,052
Salary Part-Time	5165	5,223	5,028	13,533	5,000	5,000	75,426
Overtime	5170	148,666	149,648	141,971	90,000	90,000	90,000
Holiday Pay	5175	-	-	40,539	66,563	66,563	55,385
Vacation/Sick Leave Buyback	5180	21,924	46,540	28,135	-	-	23,246
Benefits	5200	709,905	763,169	787,004	901,040	901,040	1,023,652
Residency Pay	5265	-	-	65	6,720	6,720	12,996
Uniform Allowance	5260	19,975	18,947	18,309	20,600	20,600	19,600
Stipend							13,400
Subtotal Salaries and Benefits		2,169,013	2,166,050	2,291,232	2,400,338	2,400,338	2,550,757
Office Supplies	5400	12,131	7,047	7,800	8,000	7,800	8,000
Software (A)	5410	16,311	365	49	1,980	6,300	9,060
Department Supplies	5500	18,117	16,157	13,506	18,000	16,000	18,000
Vehicle Fuel & Oil	5505	58,593	48,987	43,549	50,000	32,000	40,000
Ammunition/Range Supplies	5515	2,412	4,280	4,673	5,000	5,000	5,000
K9 Maintenance	5530	-	-	516	-	-	-
Radio & Equipment Maint.	5700	6,732	2,903	1,632	2,000	4,000	-
Office Equipment Maintenance (A)	5705	1,590	7,591	14,419	10,000	4,000	6,300
RIMS Dispatch Cell Data	5709	-	-	-	3,600	3,600	3,600
Rims Dispatch Maintenance	5710	11,076	-	-	25,000	32,091	25,000
Code Enforcement							
Vehicle Repairs & Maint.	5715	22,727	17,339	20,854	15,000	21,000	20,000
Equipment Repairs & Maint.	5720	2,932	7,146	5,051	5,000	700	5,000
Janitorial Service	5735	127	86	-	-	-	-
Building Repairs & Maintenance	5740	193	139	747	3,000	2,000	3,000
Network Support (A)	5775	14,131	16,428	17,168	16,400	16,400	17,160
Phone Network Support	5776	53	260	-	1,000	1,000	1,000
Website Hosting & Maintenance (A)	5780	-	1,138	1,149	1,073	1,072	1,175
Professional Services	6025	3,505	4,555	5,014	5,000	4,500	5,000
Permit/Inspection		24	-	-	-	-	-
Personnel Service/Recruitment Costs	6035	4,320	7,097	13,481	17,000	14,000	15,000
Credit Card/Bank Fees	6060/1	808	1,383	1,815	700	2,300	1,500
Late Fees	6067	-	-	7	-	-	-
Telephone	6200	17,506	20,032	22,531	12,800	28,000	28,000
Cell Phones (A)	6205	-	-	3,698	4,200	3,400	3,500
Internet Service	6210	-	-	67	-	2,080	-
CLEWS/CLETS Fee	6215	-	-	3,772	-	-	-
CLETS Service	6220	8,954	19,213	4,291	17,000	6,500	12,000
Codification	6225	-	-	-	1,400	-	-
Eka Records	6230	-	-	11,063	-	-	-
Advertising	6300	-	-	100	-	100	100
Utilities	6500/5	13,671	13,670	12,471	14,000	12,000	14,000
DUI/DOJ Testing Fees	6600	5,629	2,961	5,139	7,000	2,000	5,000
Live scan Fees	6625	10,988	13,509	9,976	14,000	13,000	14,000
Booking Fees		6,033	1,404	-	-	-	-
Travel & Conferences	7000	4,546	5,941	5,751	7,500	6,000	7,500
Training	7005	17,009	23,721	17,284	25,000	22,000	25,000
Dues & Subscriptions	7015	2,711	3,873	6,080	3,500	4,000	5,000
Miranda Expense	7400	-	-	4,630	-	-	-
Special Expense	7405	11,995	18,993	119,055	15,000	20,000	15,000
Grant Expense - E911						17,000	
SCOP Volunteers	7415	1,151	55	192	1,000	50	1,000
Police Explorer- Chaplains	7425	-	-	-	500	-	100
RARC/DARE		61					
Veterinary Expense		547	441	-	-	-	-
Abandoned Vehicle Expense	7450	2,702	1,019	250	3,000	3,000	3,000
Every 15 Minutes/HOPS		485					
Vet Expense	7455	-	-	382	-	-	-
Interfund Reimbursement	9250	-	-	-	-	(6,250)	(6,250)
Subtotal- Services and Supplies		279,770	267,733	378,161	313,653	306,643	310,745



General and Restricted Funds
Police Department

Police

<u>Police Services (Continued)</u>		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
<u>Fund 100 Dept 2000</u>		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
Debt Service/Leases							
RIMS Dispatch Software Lease	8265	-	-	-	37,000	37,643	37,000
Two Police Vehicles	8265	-	-	-	18,600	17,400	17,400
					55,600	55,043	54,400
Capital Outlay							
Computer upgrades	8103	2,635	18,128	-	-	-	-
Outfitting Two (2) Police Units	8267	-	-	6,149	17,500	17,500	-
Network Cabling Reorganization		-	-	-	-	-	15,000
Squadroom Remodel		-	-	-	-	-	20,000
Subtotal - Capital Outlay		2,635	18,128	6,149	21,500	17,500	-
Subtotal:		\$ 2,451,418	\$ 2,451,911	\$ 2,675,542	\$ 2,791,091	\$ 2,779,524	\$ 2,915,902

Animal Control

<u>Fund 100 Dept 2800</u>		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
Salary Part-Time	5165	\$ 1,800	\$ 5,118	\$ 4,925	\$ 5,000	\$ 5,000	\$ 5,000
Overtime	5170	5,358	-	-	-	-	-
Benefits	5200	432	427	397	764	764	552
Subtotal, Salaries and Benefits		7,590	5,545	5,322	5,764	5,764	5,552
Office Supplies	5400	-	-	75	-	-	-
Department Supplies	5500	4,097	4,039	3,703	3,000	4,000	4,000
Vehicle Fuel & Oil	5705	-	-	1,288	-	1,417	1,500
Bldg Maintenance/Repair	5740	-	-	92	-	18	-
Personnel Services	6035	-	-	680	-	650	500
Utilities	6505	1,407	1,880	909	-	1,000	1,000
Miranda's Rescue	7400	10,076	7,089	5,744	13,000	6,000	13,000
Veterinary Expense	7455	1,843	1,031	1,370	3,000	3,000	3,000
Subtotal Services and Supplies		17,423	14,039	13,861	19,000	16,085	23,000
Subtotal:		\$ 25,013	\$ 19,584	\$ 19,183	\$ 24,764	\$ 21,849	\$ 28,552

Other General Fund Divisions

<u>Fund 100 Dept 2200, 2300, 2500, 2700, 2735, 2800, 2850</u>		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
Salaries and Benefits		18,406	4,964	-	-	-	-
Services and Supplies		490	11,028	-	-	-	-
		18,895	15,992	-	-	-	-
Total General Fund:		\$ 2,495,326	\$ 2,487,487	\$ 2,694,725	\$ 2,815,855	\$ 2,801,373	\$ 2,944,454

Special Unit - K-9

<u>Fund 105 Dept 2850</u>		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
Salaries	5100	\$ -	\$ 16,002	\$ 10,000	\$ 4,500	\$ -	\$ -
Overtime	5170	18,780	-	-	5,500	5,500	5,500
Benefits	5200	2,863	6,959	1,982	2,250	2,250	-
Subtotal, Salaries and Benefits		21,643	22,961	11,982	12,250	7,750	5,500
Department Supplies	5500	-	12,538	3,000	3,000	1,500	3,000
Vehicle Fuel	5505	-	-	-	-	-	-
Vehicle Repairs & Maintenance	5715	127,591	-	3,000	3,000	3,000	3,000
Training Expenses	7005	689	8,854	8,000	8,000	12,000	8,000
Veterinary Expense	7455	460	1,846	2,499	2,500	750	2,500
Subtotal Services and Supplies		128,740	23,238	16,500	16,500	17,250	16,500
Total Capital Outlay			12,138	-	-	-	-
Total Fund:		\$ 150,383	\$ 58,337	\$ 28,482	\$ 28,750	\$ 25,000	\$ 22,000



General and Restricted Funds
Police Department

Police

(Continued)

State Office of Traffic Safety-AVOID
Fund 185 Dept 2000/2600

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		Actual	Actual	Actual	Budget	Estimate	Request
Overtime	5170	\$ 7,224	\$ 22,173	\$ 17,636	\$ 32,061	\$ 32,061	\$ 35,000
Benefits	5200	3,399	11,535	8,696	2,208	2,208	3,385
Subtotal Salaries and Benefits		10,623	33,708	26,333	34,269	34,269	38,385
Department Supplies	5500	1,334	1,128	1,965	13,500	2,000	5,900
Vehicle Fuel	5505	-	-	248	-	-	-
Personnel Services	6035	3,398	13,544	6,518	38,981	17,000	35,266
Travel & Conferences	7000	-	4,280	4,750	2,000	5,000	5,500
Subtotal Services and Supplies		4,732	18,952	13,481	54,481	24,000	46,666
Total Capital Outlay		5,123	790	-	-	-	-
Total Fund:		\$ 20,478	\$ 53,450	\$ 39,813	\$ 88,750	\$ 58,269	\$ 85,051

State AB 109 Realignment Pool

Fund 186 Dept 2000

Services and Supplies	5500	-	\$ -	\$ 315	\$ -	\$ -	\$ -
Equipment & Capital Outlay	8267	-	11,478	24,942	52,559	21,698	25,000
Total Fund		-	\$ 11,478	\$ 25,257	\$ 52,559	\$ 21,698	\$ 25,000

State Dept of Alcohol Beverage Control

Fund 188 Dept 2000

Overtime	5170	-	\$ -	\$ 8,162	\$ 12,350	\$ 12,350	\$ -
Benefits	5200	-	-	4,579	1,175	1,175	-
Subtotal, Salaries and Benefits		-	-	12,740	13,525	13,525	-
Department Supplies	5500	-	-	430	2,000	2,000	-
Travel & Conferences	7005	-	-	1,024	2,000	2,000	-
Special Expense	7405	-	-	-	500	500	-
Subtotal Services and Supplies		-	-	1,454	4,500	4,500	-
Total Fund:		\$ -	\$ -	\$ 14,194	\$ 18,025	\$ 18,025	\$ -

Measure Z

Fund 189 Dept 2000

Salaries	5100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59,261
Overtime/Holiday Pay	5170	-	-	8,162	-	-	20,490
Benefits	5200	-	-	4,579	-	-	50,829
Subtotal, Salaries and Benefits		-	-	12,740	-	100,000	130,580
Department Supplies	5500	-	-	430	-	4,000	-
Vehicle Fuel	5505	-	-	-	-	2,000	4,000
Travel & Conferences	7005	-	-	1,024	-	2,845	2,500
Special Expense/Vehicle	7405	-	-	-	-	-	25,000
Special Expense/Radios	7405	-	-	-	-	-	25,000
Interfund Reimbursement	9200	-	-	-	-	12,500	12,500
Subtotal Services and Supplies		-	-	1,454	-	21,345	69,000
Total Fund:		\$ -	\$ -	\$ 14,194	\$ -	\$ 121,345	\$ 199,580

Total Restricted Funds

\$ 170,861 \$ 123,265 \$ 121,940 \$ 188,084 \$ 244,337 \$ 331,631

Total Police Department, All Funds

\$ 2,666,187 \$ 2,610,752 \$ 2,816,666 \$ 3,003,939 \$ 3,045,710 \$ 3,276,085



Public Works Department

**General Fund
Public Works Administration**

Purpose

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

The Department is divided into seven areas of responsibilities:

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

Responsibilities

- Handicap Accessibility Program
- Compliance coordination
 - o ADA Action Plan
 - o National Flood Insurance Program (NFIP) administration
 - o Storm Water Management Plan (SWMP)
 - o Illicit Discharge Detection and Elimination (IDDE) Program (storm drain)
 - o Solid Waste Recycling Programs
 - § Solid waste reduction
 - § Used oil recycling
 - § Used tires recycling
 - § Beverage container recycling
- Hazardous materials plans and disposal
- Energy conservation
- Employee safety, department policies and procedures

Significant Changes

None

Personnel Allocation

	2012-13 Budget	2013-14 Budget	2014-15 Budget	2015-16 Budget	2015-16 Estimate	2016-17 Request
Public Works Director/City Engineer	-	-	0.10	0.10		0.05
Senior Administrative Assistant	0.20	0.20	0.20	0.20		0.05
Vehicle & Equipment Mechanic	0.01	0.01	0.005	0.01		0.01
Public Works Director	0.10	0.10	-	-		-
Part-time Worker (4 PT)	0.40	0.40	0.01	0.01		-
Total Authorized	0.71	0.71	0.31	0.32	-	0.11

History of Expenditures

Fund 100 Dept 4000

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Salaries	5100 \$ 13,195	\$ 6,790	\$ 17,503	\$ 19,548	\$ 19,548	\$ 7,954
Overtime	5170 -	-	2	-	-	-
Vacation/Sick Leave Buyback	5180 -	1,441	8	-	-	-
Benefits	5200 3,964	3,347	3,390	6,257	6,257	2,268
Subtotal Salaries and Benefits	17,159	11,578	20,904	25,805	25,805	10,222
Office Supplies	5400 477	702	1,066	500	1,545	500
Software (A)	5410 1,053	33	2	420	420	2,230
Department Supplies	5500 306	291	491	500	400	500
Vehicle Fuel	5505 -	-	-	500	-	-
Office Equip. Maint. (A)	5705 -	187	950	1,000	1,000	1,200
Vehicle Repairs	5715 12	64	-	200	-	-
Network Support (A)	5775 372	456	1,553	3,300	3,300	3,640
Website Hosting & Maintenance (A)	5780 -	350	1,149	1,073	1,073	1,175
Legal Services	6020 2,104	104	-	-	-	-
Professional Services	6025 -	5,613	29	500	-	500
Personnel Services	6035 2,105	2,373	555	2,500	88	400
Telephone	6200 357	346	-	-	-	-
Cell Phones (A)	6205 -	-	243	300	200	250
Advertising	6300 194	-	-	200	106	200
Travel & Conferences	7000 -	123	715	500	328	500
Training	7005 -	199	358	500	-	500
Subtotal Services and Supplies	6,980	10,841	7,111	11,993	8,460	11,595
Capital Outlay	-	1,380	-	1,512	1,512	-
Total:	\$ 24,139	\$ 23,799	\$ 28,015	\$ 39,310	\$ 35,777	\$ 21,817



Public Works Department

**General Fund
Engineering**

Purpose

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

Responsibilities

- Development review
 - o Building permit referrals
 - o Development Project Referrals (Conditions of Approval)
 - § Construction observation
 - § Conditions of Approval fulfillment
 - § Standard Details Development
- Capital Improvement Program (CIP) development/management
 - o Develop the Five Year Capital Improvement Plan annually
 - o Internal project engineering design
 - o Out-sourced engineering design coordination and project management
- Traffic Safety Committee
- Traffic engineering support
- Code Compliance Committee participation and support
- Benefit Assessment Areas formation and administration
- Regional transportation liaison
- Maintain improvement codes and standards
- Graphic Information Systems developers/managers
- Maintain infrastructure mapping and record drawings
- National Flood Insurance Program implementation
- FEMA flood plain management

Significant Changes

None

Personnel Allocation

	<u>2012-13 Budget</u>	<u>2013-14 Budget</u>	<u>2014-15 Budget</u>	<u>2015-16 Budget</u>	<u>2015-16 Estimate</u>	<u>2016-17 Request</u>
Public Works Director/City Engineer	-	-	0.05	0.05		0.10
Deputy Public Works Director	-	-	-	0.05		0.05
Engineering Technician III	0.10	0.20	-	-		0.10
Vehicle & Equipment Mechanic	0.02	0.02	0.02	0.02		0.02
Public Works Director	0.05	0.05	-	-		-
City Engineer	0.10	0.10	-	-		-
Development Services Manager	-	-	0.20	-		-
Engineering Technician II	0.20	0.25	-	-		-
Total Authorized	0.47	0.62	0.27	0.12	0.00	0.27

History of Expenditures

Fund 100 Dept 5100

	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Estimate</u>	<u>2016-17 Request</u>
Salaries	5100 \$ 16,062	\$ 22,025	\$ 21,457	\$ 9,865	\$ 9,865	\$ 20,739
Vacation Buyback	5180/5 1,759	325	1,959	-	-	-
Benefits	5200 6,196	6,793	6,356	3,336	3,336	6,376
Subtotal Salaries and Benefits	24,017	29,143	29,772	13,201	13,201	27,115
Office Supplies	5400 935	600	254	300	200	300
Software (A)	5410 4,006	102	9	60	-	217
Department Supplies	5500 1,464	822	469	800	800	800
Fuel & Oil	5505 3,337	3,620	2,274	2,200	2,000	2,000
Office Equipment Maintenance (A)	5705 765	1,023	461	300	300	450
Vehicle Repair	5715 649	422	1,036	500	250	500
Equipment Repairs	5720 -	196	229	200	-	200
Network Support (A)	5775 -	278	1,553	850	850	520
Telephone Network Support	5776 -	-	-	-	-	-
Website Hosting & Maintenance (A)	5780 -	350	1,149	1,073	1,073	1,175



Public Works Department

**General Fund
Engineering**

<u>History of Expenditures (Continued)</u>		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		Actual	Actual	Actual	Budget	Estimate	Request
<u>Fund 100 Dept 5100</u>							
Tools & Small Equipment	5900	-	200	-	-	-	250
Contract Engineer	6005	1,856	53,578	2,836	5,000	1,500	2,000
Professional Services	6025	661	29	-	-	-	-
Personnel Services	6035	1,085	829	574	800	432	500
Telephone	6200	208	228	-	300	-	300
Cell Phones (A)	6205	-	-	392	200	275	400
Advertising	6300	267	-	-	-	-	-
Utilities	6505	440	462	370	400	150	400
Travel & Conference	7000	2,202	732	1,156	3,000	-	1,500
Training	7005	-	829	723	800	420	500
Dues & Subscriptions	7015	3,200	3,228	6,785	4,200	4,200	4,200
Contingency	7612	-	-	38	-	-	-
Subtotal, Services and Supplies		21,075	67,528	20,306	20,983	12,450	16,212
Capital Outlay	8235	3	1,183	-	200	-	-
New Phone System (1%)	8235	-	3,054	-	500	-	-
Total:		\$ 45,095	\$ 100,908	\$ 50,077	\$ 34,884	\$ 25,651	\$ 43,327



Public Works Department

**General Fund
Street Maintenance**

Purpose

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

Responsibilities

- Streets
 - Signs
 - Traffic control signals
 - Roadway striping and markings
 - Street sweeping
 - Street lights
- Solid Waste
 - AB939 compliance
 - Recycling
 - Household hazardous waste
- Storm Drains
 - Storm drain collection system
 - Other storm drainage facilities (streams, creeks, detention basins)
 - NPDES MS4 Permit
 - Storm Water Management Plan
- Weed abatement (fire hazards)
- City vehicle fleet and equipment maintenance
 - Air quality control programs (CARB and stationary/portable generators)

Significant Changes

None

<u>Personnel Allocation</u>	<u>2012-13 Budget</u>	<u>2013-14 Budget</u>	<u>2014-15 Budget</u>	<u>2015-16 Budget</u>	<u>2015-16 Estimate</u>	<u>2016-17 Request</u>
Public Works Director/City Engineer	-	-	0.15	0.05		0.02
General Services Superintendent	0.55	0.40	0.51	0.50		0.05
Lead Street Maintenance Worker	0.65	0.65	0.55	0.55		0.30
Street Maintenance Worker II/III	1.95	1.95	1.95	1.95		0.75
Vehicle & Equipment Mechanic	0.70	0.70	0.70	0.70		0.60
City Carpenter I/II	1.10	1.10	0.90	0.30		0.30
Public Works Director	0.10	0.10	-	-		-
City Engineer	0.10	0.10	-	-		-
Finance Director	0.01	0.01	-	-		-
Senior Account Clerk	0.05	0.05	0.05	-		-
Development Services Manager	-	-	0.20	-		-
Engineering Technician III	0.25	0.25	-	-		-
Engineering Technician II	0.10	0.10	-	-		-
Subtotal Full-Time Employees	5.56	5.41	5.01	4.05	0.00	2.02
Street Maintenance Worker I (PT)	2.00	2.00	2.00	-		0.49
Total Authorized	7.56	7.41	7.01	4.05	0.00	2.51

<u>History of Expenditures</u>	<u>2012-13 Actual</u>	<u>2013-14 Actual</u>	<u>2014-15 Actual</u>	<u>2015-16 Budget</u>	<u>2015-16 Estimate</u>	<u>2016-17 Request</u>
<u>Fund 100 Dept 4100</u>						
Salaries	5100 \$ 149,840	\$ 143,293	\$ 132,659	\$ 80,249	\$ 80,249	\$ 84,729
Salary Part-Time	5165 2,332	1,292	4,083	3,500	3,500	10,605
Overtime	5170 386	382	957	1,000	1,000	1,000
Vacation Buy back	5180/5 3,897	(317)	1,018	-	-	763
Labor Distribution	5195 -	-	(3,060)	-	-	-
Benefits	5200 85,424	74,023	63,482	43,607	43,607	57,720
Subtotal Salaries and Benefits	241,879	218,673	199,139	128,356	128,356	154,818
Office Supplies	5400 -	4	431	200	200	200
Department Supplies	5500 22,510	20,878	26,288	24,000	24,000	24,000
Vehicle Fuel & Oil	5505 20,201	16,626	13,606	22,000	14,000	14,000
Equipment Fuel & Oil	5510 183	193	212	500	200	250



Public Works Department

**General Fund
Street Maintenance**

<u>History of Expenditures (Continued)</u>		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		Actual	Actual	Actual	Budget	Estimate	Request
<u>Fund 100 Dept 4100</u>							
Vehicle Repairs	5715	4,814	3,601	5,861	5,000	7,000	6,000
Equipment Maintenance	5720	5,597	3,127	7,214	5,000	3,500	3,500
Building Repair & Maintenance	5740	1,199	511	678	800	800	900
Tree Trimming & Removal	5755	-	530	800	4,000	4,000	4,000
Tools & Small Equipment	5900	2,387	1,220	1,115	1,200	1,200	1,200
Engineering Services	6005	(5,000)	-	1,949	3,000	1,000	3,000
Professional Services	6025	542	-	-	500	-	500
Personnel Services	6035	-	969	911	1,100	1,500	1,100
Late Fees	6067	-	-	38	-	-	-
Telephone	6200	190	192	-	250	-	-
Cell Phones (A)	6205	-	-	527	800	631	800
Permits	6612	-	-	-	-	-	-
Travel & Conference	7000	454	185	162	1,000	500	1,000
Training	7005	923	960	636	1,200	1,577	1,500
Dues & Subscriptions	7015	205	259	130	430	240	300
Subtotal Services and Supplies		<u>54,205</u>	<u>49,255</u>	<u>60,559</u>	<u>70,980</u>	<u>60,348</u>	<u>62,250</u>
Capital Outlay		6,261	1,284	-	-	-	-
Office 2013 Software	8103	-	-	-	1,520	1,520	-
Computer (Laptop for field use)	8103	-	-	-	800	-	-
Mitchell Software	8235	-	-	-	1,150	1,150	1,150
GIS Startup (1/3)	8235	-	-	-	1,500	-	-
Winch	8235	-	-	-	-	-	1,000
Corp Yard Improvements	8235	-	-	1,537	9,333	1,200	-
Hydraulic Press (1/3)	8235	-	-	-	750	-	-
Subtotal Capital Outlay		<u>6,261</u>	<u>1,284</u>	<u>1,537</u>	<u>15,053</u>	<u>3,870</u>	<u>2,150</u>
Total:		<u>\$ 302,345</u>	<u>\$ 269,212</u>	<u>\$ 261,235</u>	<u>\$ 214,389</u>	<u>\$ 192,574</u>	<u>\$ 219,218</u>



Public Works Department

**Restricted Funds
General Services**

Purpose

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

Responsibilities

- Streets
 - o Signs
 - o Traffic control signals
 - o Roadway striping and markings
 - o Street sweeping
 - o Street lights
 - o Roadway and roadside maintenance
- Storm Drains
 - o Storm drain collection system
 - o Other storm drainage facilities (streams, creeks, detention basins)
 - o NPDES MS4 Permit
 - o Storm Water Management Plan

Significant Changes

None

Personnel Allocation

Depts 4200, 4300, 4310, 4800

	<u>2012-13 Budget</u>	<u>2013-14 Budget</u>	<u>2014-15 Budget</u>	<u>2015-16 Budget</u>	<u>2015-16 Estimate</u>	<u>2016-17 Request</u>
General Services Superintendent	0.55	0.40	0.51	0.30		0.50
Finance Director	0.01	0.01	-	0.06		0.06
Lead Street Maintenance Worker	0.65	0.65	0.55	0.35		0.50
Street Maintenance Worker II/III	1.95	1.95	1.95	1.35		1.50
Vehicle & Equipment Mechanic	0.70	0.70	0.70	0.10		0.10
City Carpenter II/III	1.10	1.10	0.90	0.60		0.60
Engineering Technician III	0.25	0.25	-	-		0.05
Public Works Director/City Engineer	-	-	0.15	0.05		-
Public Works Director	0.10	0.10	-	-		-
City Engineer	0.10	0.10	-	-		-
Assistant City Engineer	-	-	-	0.05		-
Senior Account Clerk	0.05	0.05	0.05	-		-
Development Services Manager	-	-	0.20	-		-
Engineering Technician II	0.10	0.10	-	-		-
Subtotal Full-Time Employees	5.56	5.41	5.01	2.86	0.00	3.31
Part-time	2.00	2.00	2.00	0.99		1.58
Total Authorized	7.56	7.41	7.01	3.85	0.00	4.89



Public Works Department

Restricted Funds
General Services

History of Expenditures

Traffic Control

Fund 280 Dept 4200

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		Actual	Actual	Actual	Budget	Estimate	Request
Salaries	5100	\$ 71,996	\$ 71,583	\$ 84,275	\$ 93,893	\$ 93,893	\$ 128,415
Salary Part-Time	5165	5,321	6,791	5,742	7,600	7,600	14,805
Overtime	5170	412	417	1,389	2,960	2,960	500
Vacation/Sick Leave Buyback	5180	778	2,224	1,536	-	-	2,233
Benefits	5200	43,814	40,939	42,845	55,603	55,603	86,750
Subtotal, Salaries and Benefits		122,321	121,954	135,787	160,056	160,056	232,703
Office Supplies	5400	-	-	-	300	250	300
Department Supplies	5500	10,179	7,433	9,059	11,000	6,000	11,000
Vehicle Fuel & Oil	5505	7,365	7,248	5,404	9,000	4,000	8,000
Base Materials	5520	1,218	76	111	1,000	800	1,000
Asphalt	5525	3,712	385	2,495	6,000	2,500	6,000
Crack Seal Material	5526	-	-	-	1,000	1,000	1,000
ADA Sidewalk Upgrades	5527	-	-	-	12,500	-	-
Vehicle Repairs	5715	1,741	2,364	1,318	2,500	1,500	2,500
Equipment Repairs	5720	-	-	2,289	2,000	5,000	-
Sweeper Repairs & Maintenance	5720/1	4,621	4,239	969	5,000	5,000	5,000
Retroreflective Sign Compliance	5722	-	-	-	8,000	8,000	8,000
Crosswalk Safety Improvements	5723	-	-	-	5,000	4,000	5,000
ADA Parking Improvements	5724	-	-	-	10,000	-	-
Traffic Signal Maintenance	5725	2,016	210	661	8,000	1,000	5,000
Street Light Maintenance	5726	1,462	2,821	1,363	2,000	2,000	1,000
Street Striping	5765	16,671	16,777	13,466	25,500	25,000	20,000
Tools & Small Equipment	5900	-	1,116	770	1,200	1,200	1,200
Engineering Services	6005	-	-	5,298	-	-	-
General Contract	6015	-	2,219	-	-	-	-
Personnel Services	6035	-	-	17	-	-	-
Late Fees	6067	-	-	24	-	-	-
Cell Phones	6205	-	-	-	-	-	-
Utilities	6505	-	-	27,989	-	34,000	35,000
Street Light Utilities	6510	26,591	29,978	5,336	30,000	-	-
Traffic Signal Utilities	6515	3,982	4,143	809	4,600	-	-
Travel & Conference	7000	-	310	831	1,000	400	1,000
Training	7005	50	370	759	1,000	600	1,000
Subtotal, Services and Supplies		79,608	79,689	78,965	146,300	102,000	111,700
Capital Outlay		3,450	16,829	626	-	-	-
Paint Sprayer	8235	-	-	-	4,700	4,700	-
Pole Saw	8235	-	-	-	550	550	-
Blinking Stop Signs	8235	-	-	-	6,000	6,000	-
Sweeper Exhaust Filter	8235	-	-	-	10,000	6,500	-
Service Truck	8235	-	-	-	37,000	32,000	-
Computer	8103	-	-	-	600	600	-
Radar Feedback Sign		-	-	-	-	-	7,000
Subtotal Capital Outlay		3,450	16,829	626	58,850	50,350	7,000
Total Fund:		\$ 205,379	\$ 218,473	\$ 215,378	\$ 365,206	\$ 312,406	\$ 351,403

Gas Tax, Engineering & Admin

Fund 295 Dept 4800

Salaries	5100	\$ 740	\$ 629	\$ 698	\$ 4,317	\$ 4,317	\$ 4,117
Salary Part-Time	5165	-	114	4	-	-	-
Vacation/Sick Leave Buyback	5180	28	42	-	-	-	55
Benefits	5200	276	208	224	2,347	2,347	1,568
Subtotal, Salaries and Benefits		1,044	993	925	6,664	6,664	5,740
Personnel Services	6035	-	-	-	-	-	-
Total Fund:		\$ 1,044	\$ 993	\$ 925	\$ 6,664	\$ 6,664	\$ 5,740



Public Works Department

Restricted Funds
General Services

History of Expenditures (Continued)

TDA Street Repairs

Fund 260 Dept 4150

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		Actual	Actual	Actual	Budget	Estimate	Request
Grinding/Inlay	8239	\$ 39,171	\$ -	\$ -	\$ 65,000	\$ 72,000	\$ 70,000
Alley Maintenance	8235	-	-	-	15,000	1,500	10,000
Total Fund:		\$ 39,171	\$ -	\$ -	\$ 80,000	\$ 73,500	\$ 80,000

TDA Bikes/Pedestrian

Fund 265 Dept 4250

Annual Striping Contract	5765	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 30,000
Total Fund		\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 30,000

Storm Drain Maintenance

Fund 200 4300

Salaries	5100	\$14,974	\$17,162	\$25,095	\$29,600	\$ 29,600	\$ 8,374
Salary Part-Time	5165	997	8,016	1,767	6,000	2,500	6,258
Overtime	5170	115	-	452	2,120	-	1,000
Vacation/Sick Leave Buyback	5180	158	600	196	-	-	170
Labor Distribution	5195	(160)	(160)	(160)	-	-	-
Benefits	5200	6,398	4,835	9,101	15,076	7,000	6,514
Subtotal, Salaries and Benefits		22,482	30,453	36,451	52,796	39,100	22,316
Office Supplies	5400	-	-	20	500	200	-
Department Supplies	5500	1,517	2,857	2,194	2,500	2,500	2,000
Personnel Services	6035	-	105	-	-	373	-
Training	7005	-	255	-	500	688	-
Allocations to Maintenance Districts		-	-	-	-	-	-
Subtotal, Services and Supplies		1,517	3,217	2,214	3,500	3,761	2,000
Capital Outlay		-	-	-	-	19,681	-
Citywide Storm Drain Repair		-	15,000	5,863	-	-	2,500
Detention Basin Cleaning		-	10,000	-	-	-	-
Computer/Printers/Monitors	8103	3	-	602	-	-	-
Subtotal Capital Outlay		3	25,000	6,465	-	19,681	2,500
Subtotal:		\$ 24,002	\$ 58,670	\$ 45,130	\$ 56,296	\$ 62,542	\$ 26,816

Stormwater Management

Fund 200 Dept 4310

Salary Part-Time	5165	\$ -	1,850	4,618	20,600	8,600	14,542
Benefits	5200	-	157	374	1,391	522	930
Subtotal, Salaries and Benefits		-	2,007	4,991	21,991	9,122	15,472
Software (A)	5410	2,208	49	5	-	-	-
Department Supplies	5500	109	125	88	200	-	250
Professional Services	6025	-	105	-	5,000	-	5,000
Personnel Services	6035	-	-	135	-	105	250
Telephone	6200	7	-	-	-	-	-
Advertising	6300	658	-	112	600	600	600
NPDS Permit	6610/12	7,279	7,279	8,740	9,700	6,869	9,700
IDDE Testing	6613	-	-	-	400	-	500
Stormwater Hotline	6614	382	-	-	500	-	-
IDDE Implementation	6617	-	-	-	750	150	500
SWMP Implementation	6618	271	1,662	3,495	7,000	4,000	5,000
Travel & Conferences	7000	-	-	-	1,000	-	-
Training	7005	-	435	-	1,000	942	1,100
Application/Certification Fees	7012	-	100	-	200	-	-
Dues & Subscriptions	7015	140	349	530	400	372	400
Phase II MS4 Permit	8237	-	-	4,704	10,000	6,500	-
Subtotal, Services and Supplies		11,054	10,104	17,808	36,750	19,538	23,300
Capital Outlay		-	-	-	-	-	-
Subtotal:		11,054	12,111	22,800	58,741	28,660	38,772
Total Fund:		\$ 35,056	\$ 70,781	\$ 67,930	\$ 115,037	\$ 91,202	\$ 65,588



Public Works Department

**Restricted Funds
Solid Waste & Recycling**

Purpose

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

Responsibilities

- Fortuna Source Reduction and Recycling Element (FSRRE)
- Solid waste franchise agreements
- Monitor Eel River Transfer Station Use Permit compliance
- Apply for, manage and report on Solid Waste Recycling Programs
 - o Solid waste reduction
 - o Used oil recycling
 - o Used tires recycling
 - o Beverage container recycling

Significant Changes

None

Personnel Allocation

	2012-13 Budget	2013-14 Budget	2014-15 Budget	2015-16 Budget	2015-16 Estimate	2016-17 Request
General Services Superintendent	-	0.10	0.10	0.10		0.12
Finance Director	-	-	-	0.02		0.02
Public Works Director	0.05	0.05	-	-		-
Public Works Director/City Engineer	-	-	0.05	0.05		-
City Engineer	0.05	-	-	-		-
Engineering Technician III	0.15	-	-	-		-
Compliance Coordinator/PT	-	-	-	-		0.11
Total Authorized	0.25	0.15	0.15	0.17	-	0.25

Fund History

Consolidated Funds 210 and 215

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Beginning Available Fund Balance	\$ 16,334	\$ 17,665	\$ 122,228	\$ 119,383	\$ 119,383	\$ 109,211
Revenues:						
Solid Waste Management Fees	15,336	17,124	19,407	17,100	17,100	17,100
Grant Revenue	-	10,000	15,472	40,000	26,000	10,000
Transfer In	119,211	97,502	-	-	-	-
Other	54	340	987	60	6,300	6,300
	134,601	124,966	35,865	57,160	49,400	33,400
Operating Expenditures:						
Salaries and Benefits	3,705	11,448	21,753	30,257	30,257	17,317
Service and Supplies	11,055	8,954	11,201	47,447	29,315	30,847
Capital Outlay	118,510	-	5,756	1,500	-	-
	133,270	20,403	38,710	79,204	59,572	48,164
Net Annual Activity	1,331	104,564	(2,846)	(22,044)	(10,172)	(14,764)
Ending Available Fund Balance	\$ 17,665	\$ 122,229	\$ 119,383	\$ 97,339	\$ 109,211	\$ 94,447



Public Works Department

**Restricted Funds
Solid Waste & Recycling**

History of Expenditures

Recycling Division

Fund 210 Dept 5300/0135

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		Actual	Actual	Actual	Budget	Estimate	Request
Salaries	5100/65	\$ 2,912	\$ 7,517	\$ 13,415	\$ 13,252	\$ 13,252	\$ 9,960
Vacation Buy back	5180	158	832	-	-	-	292
Benefits	5200	635	3,099	3,625	5,252	5,252	4,176
Subtotal, Salaries and Benefits		<u>3,705</u>	<u>11,448</u>	<u>17,040</u>	<u>18,504</u>	<u>18,504</u>	<u>14,428</u>
Office Supplies	5400	-	7	-	-	-	-
Department Supplies	5500	404	790	1,119	300	2,500	-
Illegal Dumping Recycling	5752	601	1,018	2,012	1,200	1,200	1,400
Advertising	6300	142	261	-	300	150	300
Training	7005	-	16	-	200	-	200
Dues & Subscriptions	7015	-	100	-	200	-	200
Household Hazardous Waste	8117	449	1,110	1,518	6,000	1,000	3,000
Recycle Grant Recycling	8122	3,678	3,390	4,327	-	-	-
Special Projects	8237	11,913	630	-	1,000	515	5,000
Grant Recycling	8122	119	1,633	-	10,000	1,200	10,000
Subtotal, Services and Supplies		<u>17,306</u>	<u>8,954</u>	<u>8,975</u>	<u>19,200</u>	<u>6,565</u>	<u>20,100</u>
Capital Outlay	8253	118,510	-	5,756	1,500	-	-
Total Fund:		\$ 139,521	\$ 20,403	\$ 31,771	\$ 39,204	\$ 25,069	\$ 34,528

State of California

CA Environmental Protection Agency

Household Hazardous Waste Grant

Fund 215 Dept 5300

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		Actual	Actual	Actual	Budget	Estimate	Request
Salaries	5100/65	\$ -	\$ -	\$ 4,360	\$ 10,735	\$ 10,735	\$ 2,098
Benefits	5200	-	-	353	1,018	1,018	791
Subtotal, Salaries and Benefits		<u>-</u>	<u>-</u>	<u>4,713</u>	<u>11,753</u>	<u>11,753</u>	<u>2,889</u>
Supplies	5500	-	-	226	1,247	500	747
Advertising	6300	-	-	-	-	250	-
Training	7005	-	-	-	-	-	-
Household Hazardous Waste Collection	8117	-	-	-	21,000	21,000	5,000
Special Projects/Education	8237	-	-	-	6,000	1,000	5,000
Transfer Out	9200	-	-	2,000	-	-	-
Subtotal, Services and Supplies		<u>-</u>	<u>-</u>	<u>2,226</u>	<u>28,247</u>	<u>22,750</u>	<u>10,747</u>
Total Fund:		\$ -	\$ -	\$ 6,939	\$ 40,000	\$ 34,503	\$ 13,636



Public Works Department

**Restricted Funds
Maintenance Districts**

Purpose

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

Responsibilities

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

Significant Changes

None

Personnel Allocation

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

Fund History

Summary of All Districts

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Beginning Available Fund Balance	\$ 228,988	\$ 254,175	\$ 298,233	\$ 297,353	325,846	\$ 359,022
Assessment Revenue:	49,443	75,299	58,094	60,457	64,689	64,689
Expenditures:						
Salaries and Benefits	26,575	26,750	26,750	26,750	26,750	26,750
Service and Supplies	6,349	4,491	4,519	25,919	4,763	5,310
	32,924	31,241	31,269	52,669	31,513	32,060
Annual Activity	16,519	44,058	26,826	7,788	33,176	32,629
Ending Available Fund Balance	\$ 245,507	\$ 298,233	\$ 325,059	\$ 305,141	\$ 359,022	\$ 391,651

Individual Districts

Rancho Buena Vista Lift Station

Maintenance District

Fund 670-6505

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Beginning Available Fund Balance	\$ 30,055	\$ 31,067	\$ 32,681	\$ 14,289	\$ 34,732	\$ 36,993
Revenue:	6,258	6,095	6,509	6,093	6,752	6,752
Expenditures:						
Labor Distribution	5195 2,900	2,900	2,900	2,900	2,900	2,900
Benefit Distribution	5295 975	975	975	975	975	975
Subtotal, Salaries and Benefits		3,875	3,875	3,875	3,875	3,875
Legal Services	6020 755	-	-	20,000	-	-
Administrative Charge	6055 250	250	250	250	250	250
Utilities	6505 360	350	364	350	360	365
County Admin Fee	6700 6	6	-	10	6	10
Subtotal, Services and Supplies		1,371	606	614	20,610	616
		5,246	4,481	4,489	24,485	4,491
Annual Activity	1,012	1,614	2,020	(18,392)	2,261	2,252
Ending Available Fund Balance	\$ 31,067	\$ 32,681	\$ 34,701	\$ (4,103)	\$ 36,993	\$ 39,245



Public Works Department

**Restricted Funds
Maintenance Districts**

<i>(Continued)</i>		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
<u>Kenwood Meadows Lift Station</u>		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
<u>Fund 671-6510</u>							
Beginning Available Fund Balance		\$ 53,873	\$ 57,485	\$ 61,219	\$ 65,588	\$ 65,297	\$ 69,839
Revenue:		8,319	8,320	8,618	9,000	9,173	9,173
Expenditures:							
Labor Distribution	5195	2,900	2,900	2,900	2,900	2,900	2,900
Benefit Distribution	5295	975	975	975	975	975	975
Subtotal, Salaries and Benefits		3,875	3,875	3,875	3,875	3,875	3,875
Administrative Charge	6055	250	250	250	250	250	250
Utilities	6505	576	455	500	500	500	500
County Admin Fee	6700	6	6	-	6	6	10
Subtotal, Services and Supplies		832	711	750	756	756	760
		4,707	4,586	4,625	4,631	4,631	4,635
Annual Activity		3,612	3,734	3,993	4,369	4,542	4,538
Ending Available Fund Balance		\$ 57,485	\$ 61,219	\$ 65,212	\$ 69,957	\$ 69,839	\$ 74,378
<u>Forest Hills Booster Station</u>							
<u>Fund 672-6515</u>							
Beginning Available Fund Balance		\$ 108,755	\$ 117,336	\$ 127,232	\$ 138,035	\$ 136,976	\$ 150,014
Revenue:		22,067	23,164	22,796	24,861	26,446	26,446
Expenditures:							
Labor Distribution	5195	9,000	9,000	9,000	9,000	9,000	9,000
Benefit Distribution	5295	1,850	1,850	1,850	1,850	1,850	1,850
Subtotal, Salaries and Benefits		10,850	10,850	10,850	10,850	10,850	10,850
Department Supplies	5500	-	-	-	100	-	-
Equipment Repairs	5720	125	-	-	400	-	400
Administrative Charge	6055	250	250	250	250	250	250
Utilities	6505	2,253	2,160	2,122	2,450	2,300	2,400
County Admin Fee	6700	8	8	-	8	8	10
Subtotal, Services and Supplies		2,636	2,418	2,372	3,208	2,558	3,060
		13,486	13,268	13,222	14,058	13,408	13,910
Annual Activity		8,581	9,896	9,574	10,803	13,038	12,536
Ending Available Fund Balance		\$ 117,336	\$ 127,232	\$ 136,806	\$ 148,838	\$ 150,014	\$ 162,550
<u>Forest Hills Estates Storm Water</u>							
<u>Fund 673-6520</u>							
Beginning Available Fund Balance		\$ 23,419	\$ 24,608	\$ 26,609	\$ 28,892	\$ 28,518	\$ 31,501
Revenue:		5,864	6,110	6,010	6,493	7,091	7,091
Expenditures:							
Labor Distribution	5195	2,766	2,900	2,900	2,900	2,900	2,900
Benefit Distribution	5295	934	975	975	975	975	975
Subtotal, Salaries and Benefits		3,700	3,875	3,875	3,875	3,875	3,875
Equipment Repairs	5720	750	-	-	100	-	-
Administrative Charge	6055	225	225	225	225	225	225
County Admin Fee	6700	-	9	-	10	9	10
Subtotal, Services and Supplies		975	234	225	335	234	235
		4,675	4,109	4,100	4,210	4,109	4,110
Annual Activity		1,189	2,001	1,910	2,283	2,982	2,981
Ending Available Fund Balance		\$ 24,608	\$ 26,609	\$ 28,519	\$ 31,175	\$ 31,501	\$ 34,482



Public Works Department

Restricted Funds
Maintenance Districts

<i>(Continued)</i>		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
<u>Dove Subdivision Storm Water</u>		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
<u>Fund 674-6522</u>							
Beginning Available Fund Balance		\$ 6,930	\$ 7,877	\$ 8,870	\$ 9,838	\$ 9,884	\$ 11,026
Revenue:		1,077	1,098	1,139	1,098	1,273	1,273
Expenditures:							
Labor Distribution	5195	80	80	80	80	80	80
Benefit Distribution	5295	20	20	20	20	20	20
Subtotal, Salaries and Benefits		100	100	100	100	100	100
Administrative Charge	6055	25		25	25	25	25
County Admin Fee	6700	5	5	-	5	5	5
Subtotal, Services and Supplies		30	5	25	30	30	30
		130	105	125	130	130	130
Annual Activity		947	993	1,014	968	1,143	1,143
Ending Available Fund Balance		\$ 7,877	\$ 8,870	\$ 9,884	\$ 10,806	\$ 11,026	\$ 12,169
<u>Gulliksen Subdivision Storm Water</u>							
<u>Fund 675-6524</u>							
Beginning Available Fund Balance		\$ 10,573	\$ 12,654	\$ 14,771	\$ 16,886	\$ 16,967	\$ 19,404
Revenue		2,210	2,246	2,321	2,245	2,566	2,566
Expenditures							
Labor Distribution	5195	80	80	80	80	80	80
Benefit Distribution	5295	20	20	20	20	20	20
Subtotal, Salaries and Benefits		100	100	100	100	100	100
Administrative Charge	6055	25	25	25	25	25	25
County Admin Fee	6700	4	4	-	5	4	5
Subtotal, Services and Supplies		29	29	25	30	29	30
		129	129	125	130	129	130
Annual Activity		2,081	2,117	2,196	2,115	2,437	2,436
Ending Available Fund Balance		\$ 12,654	\$ 14,771	\$ 16,967	\$ 19,001	\$ 19,404	\$ 21,840
<u>Drainage Assessment Area 2009-01</u>							
<u>Astor Subdivision</u>							
<u>Fund 676-6525</u>							
Beginning Available Fund Balance		\$ (125)	\$ (250)	\$ 8,173	\$ 10,932	\$ 11,153	\$ 14,022
Revenue:		-	8,548	2,855	2,884	2,999	2,999
Expenditures:							
Salaries	5195	80	80	80	80	80	80
Benefits	5295	20	20	20	20	20	20
Subtotal, Salaries and Benefits		100	100	100	100	100	100
Administrative Charge	6055	25	25	25	25	25	25
County Admin Fee	6700	-	-	-	-	5	5
Subtotal, Services and Supplies			25	25	25	30	30
		125	125	125	125	130	130
Annual Activity		(125)	8,423	2,730	2,759	2,869	2,869
Ending Available Fund Balance		\$ (250)	\$ 8,173	\$ 10,903	\$ 13,691	\$ 14,022	\$ 16,891



Public Works Department

**Restricted Funds
Maintenance Districts**

(Continued)

Sewer Maintenance Fee Area 2009-02

Astor Subdivision Lift Station

Fund 677-6526

		2012-13 <u>Actual</u>	2013-14 <u>Actual</u>	2014-15 <u>Actual</u>	2015-16 <u>Budget</u>	2015-16 <u>Estimate</u>	2016-17 <u>Request</u>
Beginning Available Fund Balance		\$ (4,367)	\$ -	\$ 13,581	\$ 6,063	\$ 15,228	\$ 17,399
Revenue:		-	17,894	5,978	5,925	6,531	6,531
Expenditures:							
Labor Distribution	5195	2,900	2,900	2,900	2,900	2,900	2,900
Benefit Distribution	5295	975	975	975	975	975	975
Subtotal, Salaries and Benefits		3,875	3,875	3,875	3,875	3,875	3,875
Department Supplies	5500	-	-	-	100	-	-
Equipment Repairs	5720	-	-	-	250	-	-
Administrative Charge	6055	250	250	250	250	250	250
Utilities	6505	176	188	208	300	235	265
County Admin Fee	6700	-	-	-	-	4	5
Subtotal, Services and Supplies		426	438	458	900	485	515
		4,301	4,313	4,333	4,775	4,360	4,390
Annual Activity		(4,301)	13,581	1,645	1,150	2,171	2,141
Ending Available Fund Balance		\$ (8,668)	\$ 13,581	\$ 15,226	\$ 7,213	\$ 17,399	\$ 19,540

Drainage Assessment Area 2010-03

Wright Subdivision

Fund 678-6527

Beginning Available Fund Balance		\$ (125)	\$ 3,398	\$ 5,097	\$ 6,830	\$ 7,090	\$ 8,823
Revenue		3,648	1,824	1,868	1,858	1,858	1,858
Expenditures							
Labor Distribution	5195	80	80	80	80	80	80
Benefit Distribution	5295	20	20	20	20	20	20
Subtotal, Salaries and Benefits		100	100	100	100	100	100
Administrative Charge	6055	25	25	25	25	25	25
County Admin Fee	6700	-	-	-	-	-	-
Subtotal, Services and Supplies		-	25	25	25	25	25
		125	125	125	125	125	125
Annual Activity		3,523	1,699	1,743	1,733	1,733	1,733
Ending Available Fund Balance		\$ 3,398	\$ 5,097	\$ 6,840	\$ 8,563	\$ 8,823	\$ 10,556



Public Works Department

**Restricted Funds
Wastewater Fund**

Purpose

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

Responsibilities

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

Significant Changes

None

Fund History

	2013-14	2014-15	2015-16	2015-16	2016-17
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
<u>Beginning Working Capital</u>					
Operations Fund 550				\$ 2,199,175	\$ 2,818,737
Capital Fund 560				9,152,707	8,839,829
Debt Service Reserve 550-1084				863,805	863,805
				<u>\$ 12,215,687</u>	<u>\$ 12,522,371</u>

Operating Budget 510

Revenues:

Service Charges	\$ 3,445,436	\$ 3,401,064	\$ 3,484,000	\$ 3,365,000	\$ 3,365,000
Other Charges	27,886	37,092	35,000	35,000	35,000
Interest Revenue	35,250	99,039	30,000	60,000	60,000
	<u>3,508,571</u>	<u>3,537,194</u>	<u>3,549,000</u>	<u>3,460,000</u>	<u>3,460,000</u>

Operating Expenses:

Salaries and Benefits	863,924	657,393	1,121,294	1,121,294	1,218,432
Service and Supplies	787,239	849,977	963,259	819,416	1,018,236
Capital Outlay/Equipment	208,029	10,481	117,279	38,655	609,717
	<u>1,859,193</u>	<u>1,517,851</u>	<u>2,201,833</u>	<u>1,979,366</u>	<u>2,846,385</u>

Debt Service:

	865,147	864,072	860,321	861,072	861,072
	<u>2,724,340</u>	<u>2,381,923</u>	<u>3,062,154</u>	<u>2,840,438</u>	<u>3,707,457</u>

Operating Surplus/Deficit

	<u>784,231</u>	<u>1,155,272</u>	<u>486,846</u>	<u>619,562</u>	<u>(247,457)</u>
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Capital Budget 510

Capital Fees, Interest, Transfers	119,805	144,997	104,000	150,000	150,000
Capital Improvement Projects	(172,204)	(690,483)	(783,541)	(462,878)	(1,173,000)
	<u>(52,399)</u>	<u>(545,487)</u>	<u>(679,541)</u>	<u>(312,878)</u>	<u>(1,023,000)</u>

Ending Working Capital

Operations Fund 550				\$ 2,818,737	\$ 2,571,280
Capital Fund 560				8,839,829	7,816,829
Debt Service Reserve 550-1083				863,805	863,805
				<u>\$ 12,522,371</u>	<u>\$ 11,251,913</u>



Restricted Funds
Wastewater Fund

Public Works Department

Personnel Allocation

Depts 6500,6600,6700

City Administration

	2012-13 <u>Budget</u>	2013-14 <u>Budget</u>	2014-15 <u>Budget</u>	2015-16 <u>Budget</u>	2015-16 <u>Estimate</u>	2016-17 <u>Request</u>
City Manager	0.22	0.22	0.22	0.28		0.275
City Clerk/Human Resources	0.25	0.20	0.20	0.20		0.20
City Manager- Executive Assistant	0.20	0.20	0.20	0.20		0.20
Finance Director	0.22	0.22	0.22	0.22		0.22
Deputy Community Development Director	-	-	0.05	0.05		0.05
Payroll & Benefits Administrator	0.35	0.35	0.35	0.35		0.35
Senior Account Clerk	0.38	0.38	0.38	0.25		0.25
Account Clerk III	0.35	0.35	0.35	0.35		0.35
Part Time:						
City Clerk Administrative Assistant	-	-	-	0.15		0.15
Finance-Acct Clerk I	-	-	-	0.28		0.28
Finance Extra Help	-	-	-	-		0.05
	1.96	1.91	1.97	2.32	-	2.375

Administration and Engineering

Public Works Director/City Engineer	0.25	0.30	0.30	0.30		0.40
Deputy Public Works Dir	-	-	-	0.24		0.24
Engineering Tech III	0.15	0.15	-	-		0.45
Senior Administrative Assistant	0.40	0.40	0.40	0.40		0.50
Assistant City Engineer	-	-	-	0.30		0.00
Development Services Manager	-	-	0.15	-		0.00
City Engineer	0.25	0.35	-	-		0.00
Engineering Tech II	0.225	0.15	-	-		0.00
Part-Time	-	-	-	0.23		0.29
	1.28	1.35	0.85	1.47	-	1.88

General Services

General Services Superintendent	0.15	0.15	0.15	0.15		0.15
Lead Street Maintenance Worker	0.10	0.10	0.10	0.125		0.10
Lead Park Maintenance Worker	-	-	0.03	0.025		0.03
Street Maintenance Worker II/III	0.30	0.30	0.38	0.250		0.38
Park Maintenance Worker II/III	-	-	0.08	0.10		0.08
Facility Custodian	0.05	0.05	0.05	0.05		0.05
Vehicle & Equipment Mechanic	0.40	0.40	0.10	0.10		0.10
City Carpenter II/III	0.10	0.10	0.70	0.70		0.80

Utilities -Distribution and Collection

Lead Utility Worker	0.55	0.55	0.25	0.25		0.30
Utility Worker II/III	2.80	2.80	1.30	1.30		1.75
Utility Worker II/Service Calls	-	-	-	0.35		0.00

Utilities - Treatment

Chief Treatment Plant Operator	0.20	0.20	0.80	0.50		0.63
Treatment Plant Op III/Shift Supervisor	0.40	0.40	1.60	1.60		1.60
Laboratory Director	0.25	0.25	0.75	0.75		0.75
Treatment Plant Mechanic	0.25	0.25	0.75	0.75		0.75
Treatment Plant Operator II (3)	0.80	0.80	2.40	2.40		2.40
Treatment Plant Operator I/OIT (2)	-	-	1.60	1.60		1.60
Utilities Superintendent	0.30	0.30	-	-		0.00
Seasonal/Part-time Utility Worker I (PT)	1.20	2.90	-	-		0.00
	7.85	9.55	11.04	11.00	-	11.45

Total Authorized Personnel

	11.09	12.81	13.86	14.79	-	15.71
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Public Works Department

**Restricted Funds
Wastewater Fund**

<u>History of Expenditures</u>		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
<u>Collection Fund</u>		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
<u>Fund 550 Dept 6500</u>							
Salaries	5100	\$ 90,402	\$ 79,616	\$ 122,023	\$ 163,851	\$ 163,851	\$ 165,006
Salary Part-Time	5165	4,445	612	522	17,000	17,000	10,000
Overtime	5170	1,684	461	159	-	-	-
Vacation Buyback	5180	(231)	2,413	1,656	-	-	1,144
Benefits	5200	35,660	45,653	3,037	83,778	83,778	114,961
Subtotal, Salaries and Benefits		131,960	128,756	127,398	264,629	264,629	291,111
Office Supplies	5400	-	9	28	50	50	50
Department Supplies	5500	6,570	6,545	16,693	14,000	7,000	10,000
Vehicle Fuel & Oil	5505	534	479	698	1,000	1,000	1,000
Vehicle Repairs	5715	3,951	6,923	13,281	10,000	6,500	10,000
Info Tech (Telemetry)	5719	641	104	870	2,000	1,500	2,000
Equipment Repairs	5720	1,677	13,699	12,667	10,000	6,500	10,000
Building Maint/Repairs	5740	-	62	100	6,000	500	4,000
Tools & Small Equipment	5900	-	898	166	1,000	1,000	2,000
Personnel Services	6035	10	1,196	178	1,500	600	1,500
Telephone	6200	2,280	2,414	2,736	2,500	2,800	2,800
SWRCB Annual Permit	6612	-	1,940	2,088	2,500	2,328	2,500
Regional Fines	6630	1,521	-	-	1,000	1,000	1,000
Compliance Fees	6631	1,953	-	2,000	5,000	-	5,000
SSMP Compliance	6632	-	-	305	1,000	1,400	2,000
Training	7005	140	56	1,463	1,000	1,000	2,000
Certifications	7012	-	-	-	500	500	1,000
Due and Subscriptions	7015	-	-	39	50	100	100
Transfer to Balance		(1,577)	-	-	-	-	-
Subtotal, Services and Supplies		18,479	34,326	53,311	59,100	33,778	56,950
Capital Outlay		-	6,810	3,521	-	-	-
Genicom Printer		1,591	-	-	-	-	-
Mitchell Software	8268	-	-	-	-	-	575
Compressor		-	-	-	-	-	10,250
Pavement Breaker		-	-	-	-	-	1,050
Chipping Hammer		-	-	-	-	-	700
Lab Windows		-	-	-	-	-	7,500
Lift Gate for Pickup		-	-	-	-	-	2,000
Pipe Rack for Pickup		-	-	-	-	-	750
Work Truck with Utility Body		-	-	-	-	-	24,000
16" Backhoe Buket		-	-	-	-	-	1,000
Trench Compactor (Jumping Jack)		-	-	-	-	-	2,000
GIS Tablet		-	-	-	-	-	1,000
Pipe Shed		-	-	-	-	-	30,000
New Roof for Corp Yard Bldg		-	-	-	-	-	35,000
Atomospheric Tester		-	-	-	-	-	800
GIS Wastewater		-	-	-	17,000	17,000	25,000
Total Capital Outlay		1,591	6,810	3,521	17,000	17,000	141,625
Total:		\$ 152,030	\$ 169,892	\$ 184,230	\$ 340,729	\$ 315,407	\$ 489,686



City of Fortuna
FY 2016-17 Budget

Public Works Department

Restricted Funds
Wastewater Fund

<u>History of Expenditures (Continued)</u>		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		Actual	Actual	Actual	Budget	Estimate	Request
<u>Fund 550 Dept 6600</u>							
Salaries	5100	\$ 301,821	\$ 318,535	\$ 340,882	\$ 366,514	\$ 366,514	\$ 374,457
Salary Part-Time	5165	6,413	23,723	3,419	-	-	-
Overtime	5170	2,466	1,891	2,468	-	-	813
Vacation Buyback	5180	2,160	2,431	1,113	-	-	428
Benefits	5200	144,759	161,214	8,719	198,274	198,274	236,277
Subtotal, Salaries and Benefits		457,619	507,794	356,600	564,788	564,788	611,974
Office Supplies	5400	1,839	429	370	1,000	500	1,000
Computer Software	5410	-	-	2,100	2,100	-	-
Department Supplies	5500	24,398	27,845	34,734	20,000	23,000	25,000
Vehicle Fuel & Oil	5505	22,749	23,960	15,148	20,000	11,000	17,500
Chemical Supplies	5555	139,635	97,032	137,231	125,000	140,000	150,000
Lab Supplies	5557	11,117	13,201	9,739	15,000	15,000	15,000
Vehicle Repairs	5715	2,984	1,940	737	2,500	1,000	1,500
Info Tech (Telemetry)	5719	6,423	4,488	4,494	5,000	2,000	5,000
Equipment Repairs	5720	48,150	68,199	103,909	85,000	90,000	90,000
Alarm System Maintenance	5730	278	1,323	2,021	1,000	650	1,000
Building Maintenance/Repair	5740	1,537	1,043	1,973	2,500	5,000	5,000
Illegal Dumping	5752	-	-	-	-	-	-
Bio Solids Management	5766	8,879	4,666	2,972	10,000	600	30,000
Percolation Pond Const.	5770	16,540	28,197	23,883	45,000	42,000	45,000
Tools & Equipment	5900	3,645	1,579	991	3,000	1,600	3,000
Engineering Contract Service	6005	-	3,333	2,493	10,000	5,000	10,000
Electrical Contract Service	6015	-	-	-	4,000	-	4,000
Professional Services	6025	9,914	2,720	-	10,000	6,000	10,000
Personnel Services	6035	883	-	251	250	100	250
Outside Lab Services	6045	38,188	11,148	31,493	35,000	10,000	35,000
Telephone	6200	237	240	-	-	-	-
Cell Phones	6205	-	-	63	400	-	400
Water	6500	-	-	-	-	38,000	38,000
Utilities	6505	284,870	306,841	257,496	310,000	250,000	250,000
Lab Permit Fees	6605	2,359	-	2,500	2,500	2,500	2,500
NPDES Permit	6612	-	10,731	9,378	13,000	12,645	28,000
Regional Board Fines	6630	8,619	-	30,000	10,000	15,000	15,000
Regulatory Compliance	6633	28,146	11,652	12,528	25,000	4,000	25,000
Fortuna Fire District Assessment	6720	-	-	60	60	-	-
Travel & Conference	7000	760	999	384	4,500	3,000	6,000
Training	7005	1,010	2,408	325	2,500	2,500	3,000
Application/Certification Fees	7012	3,357	2,761	2,291	2,500	2,000	2,500
Dues & Subscriptions	7015	859	1,017	235	2,000	1,500	2,000
Subtotal, Services and Supplies		667,376	628,101	689,799	768,810	684,595	820,650
Capital Outlay		2,461	1,097	-	-	-	-
Misc Building Repairs		-	-	-	-	-	40,000
Mitchell Software	8268	-	-	-	-	-	575
Influent Pump VFDs	8268	-	-	-	-	-	60,000
iPad tablet for admin(50/50 W/WW)		-	-	-	-	-	350
Recycle pumps		-	-	-	-	-	30,000
Crew Truck		-	-	-	-	-	20,000
Primary sludge meter	8268	-	-	-	-	-	10,000
Vacuum Regulators for WWTP Ton Cylinde		-	-	-	-	-	6,000
SO2 monitor for Digester sampling		-	-	-	-	-	1,500
Recommisioning of Cogen		-	-	-	-	-	200,000
Telemetry Trouble Shooting Laptop 50/50 w		-	-	-	-	-	1,000
Washer / Dryer 50/50 water/sewer		-	-	-	-	-	1,000
Communications Upgrade		-	-	-	-	-	75,000
Value Replacements		-	-	-	-	-	8,000
Green waste Grinding		14,465	5,000	-	-	-	-
Total Capital Outlay		16,926	6,097	-	-	-	453,425
Total:		\$ 1,141,921	\$ 1,141,993	\$ 1,046,399	\$ 1,333,598	\$ 1,249,383	\$ 1,886,049



City of Fortuna
FY 2016-17 Budget

Public Works Department

Restricted Funds
Wastewater Fund

History of Expenditures (Continued)		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
Administration		Actual	Actual	Actual	Budget	Estimate	Request
Fund 550 Dept 6700							
Salaries	5100	\$ 156,008	\$ 143,114	\$ 160,857	\$ 165,463	\$ 165,463	\$ 185,936
Salary Part-Time	5165	7,200	5,208	2,749	-	-	24,241
Overtime	5170	-	761	380	32,203	32,203	1,575
Vacation Buyback	5180/85	6,298	9,107	7,740	-	-	5,056
Benefits	5200	68,525	69,185	1,669	94,211	94,211	98,540
Total Salaries and Benefits		238,031	227,374	173,394	291,877	291,877	315,347
Office Supplies	5400	15,992	17,688	14,744	14,000	12,000	14,000
Software (A)	5410	-	150	145	780	246	3,618
Dept. Supplies	5500	-	1,257	2,320	2,500	2,500	2,500
Office Equipment Maintenance (A)	5705	-	1,363	1,106	700	443	800
Software Maintenance	5710	2,450	2,515	3,050	2,500	1,823	-
Janitorial Service		42	-	-	-	-	-
Building Repairs	5740	1,849	476	2,988	2,000	650	1,000
Network Support (A)	5775	9,297	6,064	5,476	6,600	6,600	6,760
Telephone System Support (A)	5776	34	-	-	400	-	-
Website Hosting & Maintenance (A)	5780	200	1,839	1,149	1,073	1,072	1,175
Audit Fees (A)	6000	9,200	4,680	-	5,000	5,688	8,000
Engineering Services	6005	-	-	-	3,000	2,500	3,000
Professional Services	6025	5,479	13,203	165	12,000	-	10,000
Personnel Services	6035	461	825	1,200	2,500	25	2,500
Bank Fees	6060	3,927	5,461	5,451	5,000	5,000	5,000
Credit Card Fees	6061	-	3,353	5,316	-	-	-
Telephone	6200	1,869	2,304	3,243	2,000	4,000	4,000
Cell Phones (A)	6205	-	-	978	1,500	1,200	1,500
Advertising		300	-	-	-	-	-
Property and Liability Insurance (A)	6350	55,006	49,139	47,275	51,044	51,044	57,231
Utilities	6505	4,101	4,101	3,741	5,000	3,000	5,000
Fortuna Fire District Assessment	6720	52	52	-	52	52	52
Travel & Conference	7000	-	492	931	2,000	1,500	2,000
Training	7005	-	600	273	1,500	1,500	2,000
Dues & Subscriptions	7015	80	82	-	200	200	500
Bad Debts	7800	11,183	9,167	7,316	14,000	-	10,000
Transfer to Balance		(59,618)	-	-	-	-	-
Subtotal, Services and Supplies		61,904	124,812	106,867	135,349	101,043	140,636
Capital Purchases/Equipment		60,836	182,016	4,986	-	-	-
Equipment	8269	-	13,106	-	-	-	12,000
IT Equipment Computers/Monitors, File Management Software	8103	-	-	1,974	-	-	-
Office 2013 Standard	8103	-	-	-	1,900	-	-
Office 2013 Pro	8103	-	-	-	504	-	-
Laptop Computers	8103	-	-	-	1,600	1,600	-
Telemetry Radios	8268	-	-	-	2,700	-	-
Primary sludge meter	8268	-	-	-	10,000	-	-
Anamox Pump Heads	8268	-	-	-	800	-	-
Influent Pump VFD	8268	-	-	-	20,000	-	-
Small Chainsaw	8268	-	-	-	150	205	-
Small Flatbed Trailer-Mower Trans	8268	-	-	-	2,667	-	-
Honda 2000 W Generator	8268	-	-	-	1,500	-	-
ICS Chainsaw Pipe Cutter	8268	-	-	-	400	-	-
Used Full Size Van for Camera Vid	8268	-	-	-	15,000	10,000	-
Hydraulic Press	8268	-	-	-	575	400	-
Mitchell Software	8268	-	-	-	1,150	1,150	-
Corp Yard Improvements	8268	-	-	-	13,333	300	-
Vermaculture Process	8268	-	-	-	10,000	-	-
Portable Load Bank	8268	-	-	-	8,000	8,000	-
Deragging units for Strongs Creek	8268	-	-	-	10,000	-	-
Total Capital Outlay		60,836	195,122	6,960	100,279	21,655	14,667
Total:		\$ 360,771	\$ 547,308	\$ 287,221	\$ 527,506	\$ 414,576	\$ 470,650



**Restricted Funds
Water Fund**

Public Works Department

Purpose

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

Responsibilities

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

Significant Changes

None

Fund History

	<u>2013-14</u> <u>Actual</u>	<u>2014-15</u> <u>Actual</u>	<u>2015-16</u> <u>Budget</u>	<u>2015-16</u> <u>Estimate</u>	<u>2016-17</u> <u>Request</u>
<u>Beginning Working Capital</u>					
Operations Fund 500				\$ 2,367,733	\$ 2,762,290
Capital Fund 510				5,684,009	5,689,009
Debt Service Reserve 500-1083				857,765	857,765
				\$ 8,909,507	\$ 9,309,064

Operating Budget 510

Revenues:

Water Service Charges	\$ 2,308,678	\$ 2,176,687	\$ 2,308,700	2,175,000	2,175,000
Other Charges	-	56,951	-	53,000	53,000
Interest Revenue	24,481	54,754	25,000	25,000	25,000
	<u>2,333,160</u>	<u>2,288,393</u>	<u>2,333,700</u>	<u>2,253,000</u>	<u>2,253,000</u>

Operating Expenses:

Salaries and Benefits	597,759	467,183	821,367	821,367	961,354
Service and Supplies	467,864	425,604	582,602	487,273	589,703
Capital Outlay/Equipment	159,353	5,113	69,342	21,005	245,251
	<u>1,224,976</u>	<u>897,901</u>	<u>1,473,311</u>	<u>1,329,645</u>	<u>1,796,308</u>

Debt Service:

	527,760	530,998	527,548	528,798	529,548
	<u>1,752,736</u>	<u>1,428,899</u>	<u>2,000,859</u>	<u>1,858,443</u>	<u>2,325,856</u>

Operating Surplus/Deficit

	<u>580,424</u>	<u>859,494</u>	<u>332,841</u>	<u>394,557</u>	<u>(72,856)</u>
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Capital Budget 510

Capital Fees, Interest, Transfers	69,410	74,325	65,000	65,000	65,000
Capital Improvement Projects	(4,431,684)	(593,759)	(180,000)	(60,000)	(1,010,000)
	<u>(4,362,274)</u>	<u>(519,434)</u>	<u>(115,000)</u>	<u>5,000</u>	<u>(945,000)</u>

Ending Working Capital

Operations Fund 500				\$ 2,762,290	\$ 2,689,434
Capital Fund 510				5,689,009	4,744,009
Debt Service Reserve 500-1083				857,765	857,765
				\$ 9,309,064	\$ 8,291,208



City of Fortuna
FY 2016-17 Budget

Restricted Funds
Water Fund

Public Works Department

Personnel Allocation

Depts 6000, 6100, 6200, 6300

City Administration

	2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
City Manager	0.22	0.22	0.22	0.28		0.275
City Clerk/Human Resources	0.25	0.20	0.20	0.20		0.20
City Manager- Executive Assistant	0.20	0.20	0.20	0.20		0.20
Finance Director	0.22	0.22	0.22	0.22		0.22
Deputy Community Development Director	-	-	-	0.05		0.05
Payroll & Benefits Administrator	0.35	0.35	0.35	0.35		0.35
Senior Account Clerk	0.38	0.38	0.38	0.45		0.45
Account Clerk III	0.35	0.35	0.35	0.35		0.35
Part Time:						
City Clerk Administrative Assistant	-	-	-	0.15		0.15
Finance-Acct Clerk I	-	-	-	0.28		0.28
Finance Extra Help	-	-	-	-		0.05
	1.96	1.91	1.92	2.52	-	2.575

Administration and Engineering

Public Works Director/City Engineer	0.25	0.30	0.30	0.30		0.40
Deputy Public Works Dir	-	-	-	0.24		0.39
Senior Administrative Assistant	0.40	0.40	0.40	0.40		0.45
Engineering Tech III	0.15	0.15	-	-		0.40
Assistant City Engineer	-	-	-	0.30		-
Development Services Manager	-	-	0.15	-		-
City Engineer	0.25	0.35	-	-		-
Engineering Tech II	0.225	0.15	-	-		-
Part-Time	-	-	-	0.23		0.43
	1.28	1.35	0.85	1.47	-	2.07

General Services

General Services Superintendent	0.15	0.15	0.15	0.15		0.15
Lead Street Maintenance Worker	0.10	0.10	0.10	0.10		0.10
Lead Park Maintenance Worker	-	-	0.03	0.025		0.025
Street Maintenance Worker II/III	0.30	0.30	0.38	0.400		0.375
Park Maintenance Worker II/III	-	-	0.08	0.125		0.075
Facility Custodian	0.05	0.05	0.05	0.05		0.05
Vehicle & Equipment Mechanic	0.40	0.40	0.54	0.500		0.54
City Carpenter II/III	0.10	0.10	0.20	0.20		0.30

Utilities -Distribution and Collection

Lead Utility Worker	0.55	0.55	0.65	0.65		0.70
Utility Worker II/III	2.80	2.80	2.50	2.50		3.25
Utility Worker II/Service Calls	-	-	-	0.65		-

Utilities - Treatment

Chief Treatment Plant Operator	0.20	0.20	0.20	0.50		0.375
Treatment Plant Op III/Shift Supervisor	0.40	0.40	0.40	0.40		0.40
Laboratory Director	0.25	0.25	0.25	0.25		0.25
Treatment Plant Mechanic	0.25	0.25	0.25	0.25		0.25
Treatment Plant Operator II (3)	0.80	0.80	0.80	0.60		0.60
Treatment Plant Operator I/OIT (2)	-	-	0.20	0.40		0.40
Utilities Superintendent	0.30	0.30	-	-		-
Utility Worker I (PT)	1.20	2.90	-	-		-

Total Authorized Personnel

	7.85	9.55	6.78	7.75	-	7.840
	11.09	12.81	9.55	11.74	-	12.485



Restricted Funds
Water Fund

Public Works Department

<u>History of Expenditures</u>		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
<u>Administration</u>		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
<u>Fund 500 Dept 6300</u>							
Salaries	5100	\$ 136,413	\$ 120,541	\$ 137,519	\$ 140,375	\$ 140,375	196,937
Salary Part-Time	5165	7,200	5,208	2,749	32,203	32,203	24,241
Overtime	5170	-	761	380	-	-	1,575
Vacation Buyback	5180/5185	10,628	7,520	4,197	-	-	5,004
Benefits	5200	58,196	56,309	1,073	78,808	78,808	96,053
Subtotal, Salaries and Benefits		212,437	190,339	145,918	251,386	251,386	323,809
Office Supplies	5400	15,294	15,592	15,660	10,000	10,000	10,000
Software (A)	5410	2,986	72	137	420	132	2,620
Department Supplies	5500	1,364	412	474	1,000	1,800	2,000
Office Equipment Maintenance (A)	5705	2,879	1,361	1,106	700	443	800
Software Maintenance	5710	2,724	2,789	3,164	3,000	1,823	3,000
Building Repairs & Maintenance	5740	1,643	107	10	2,000	-	2,000
Network Support (A)	5775	4,463	4,405	2,635	3,300	3,300	3,640
Telephone System Support	5776	10	-	-	400	400	-
Website Hosting & Maintenance (A)	5780	200	1,839	1,149	1,073	1,072	1,175
Audit Fees (A)	6000	9,200	4,680	-	5,000	5,000	8,000
Engineering Contract Svc.	6005	-	-	-	2,000	-	2,000
Legal Services	6020	303	83	122	3,000	-	3,000
Professional Services	6025	6,171	13,879	3,959	10,000	-	5,000
Personnel Services	6035	447	847	172	1,000	800	1,000
Bank Fees	6060	-	-	5,451	9,500	5,000	6,000
CC Trans Fees	6061	4,174	4,996	5,316	5,500	12,000	12,000
Telephone	6200	1,878	2,304	3,243	2,000	4,000	4,000
Cell Phones (A)	6205	-	-	902	1,500	1,200	1,200
Property and Liability Insurance (A)	6350	33,374	28,752	29,234	37,967	37,967	42,568
Utilities	6500/5	4,101	4,101	3,741	4,500	3,500	4,500
Ftna Fire District Assessment	6720	252	252	-	300	-	300
Travel & Conference	7000	-	500	752	2,000	1,500	2,000
Training	7005	-	-	403	2,000	500	2,000
Application/Certification Fees	7012	65	500	273	500	500	500
Dues & Subscriptions	7015	-	148	-	-	-	-
Bad Debts	7800	11,183	9,167	7,316	10,000	7,545	10,000
Subtotal, Services and Supplies		102,711	\$ 96,789	\$ 85,219	\$ 118,660	\$ 98,482	\$ 129,303
Capital Outlay		-	-	5,113	-	-	-
File Management Software		-	-	-	-	-	2,667
Fire Hydrant Replacement Prog		-	12,000	-	-	-	-
Hydropnemataic Liner		-	14,000	-	-	-	-
Cla Val Replacement		-	2,000	-	-	-	-
Distribution Valve Rehab		-	15,000	-	-	-	-
Urban Water Mgmnt Plan		-	5,000	-	-	-	-
GIS		-	15,000	-	-	-	-
Computer		-	1,000	-	-	-	-
Corp Yard Winterization		-	2,000	-	-	-	-
3 Yd. Dump Truck (1/2 water/sewer)		-	20,000	-	-	-	-
Air Compressor (1/2water/sewer)		-	7,000	-	-	-	-
Portable Generator (1/2 water/sewer)		-	17,000	-	-	-	-
Replace Roof on Corp Building (1/3)		-	23,333	-	-	-	-
Replacement Engine/Crane for Truck		-	7,500	-	-	-	-
Hybrid Vehicle for Travel (1/2water/se		-	17,500	-	-	-	-
Telemetry Radios	8269	-	-	-	2,700	-	-
Small Chainsaw	8269	-	-	-	150	205	-
Small Flatbed Trailer (transport)	8269	-	-	-	5,334	-	-
iPad Tablet for Backflow Testing	8269	-	-	-	600	600	-
Honda 2000 W generator	8269	-	-	-	1,500	-	-
Hydraulic Press	8269	-	-	-	575	400	-
ICS Chainsaw Pipe Cutter	8269	-	-	-	400	-	-
Corp Yard Improvements	8269	-	-	-	13,333	300	-
Blue Plastic Replacements	8269	-	-	-	25,000	-	-
Waterless Urinals	8269	-	-	-	1,600	1,600	-
Subtotal, Capital Outlay		-	158,333	5,113	51,192	3,105	2,667
Total:		\$ 315,148	\$ 445,461	\$ 236,250	\$ 421,238	\$ 352,973	\$ 455,780



Restricted Funds
Water Fund

Public Works Department

History of Expenditures (Continued)

Pumping, Treatment & Storage

Fund 500 Dept 6000

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
Salaries	5100	\$ 102,984	\$ 92,537	\$ 113,908	\$ 129,708	\$ 129,708	\$ 134,726
Salary Part-Time	5165	17,730	2,449	-	-	-	-
Overtime	5170	2,400	139	-	-	-	15
Vacation Buyback	5180	510	1,217	-	-	-	336
Benefits	5200	57,430	46,143	2,876	71,604	71,604	86,929
Subtotal, Salaries and Benefits		<u>181,054</u>	<u>142,486</u>	<u>116,785</u>	<u>201,312</u>	<u>201,312</u>	<u>222,007</u>
Office Supplies Wtr Pump/Treat	5400	100	42	214	500	-	500
Computer Software	5410	-	-	2,100	1,512	489	1,500
Department Supplies	5500	3,000	965	2,205	2,500	1,000	1,500
Vehicle Fuel & Oil	5505	5,000	23	-	5,000	-	5,000
Chemical Supplies	5555	3,000	-	-	7,500	2,025	4,000
Lab Supplies	5557	5,500	2,666	3,002	3,500	3,000	3,500
Software Maintenance	5710	-	-	-	780	1,500	2,000
Vehicle Repairs	5715	3,000	7	954	2,000	1,000	2,000
Info Tech (Telemetry)	5719	5,000	1,583	4,494	-	1,000	1,000
Equipment Repairs	5720	7,900	3,950	5,273	10,000	3,500	7,500
Cathodic Protection Contract	5720	1,300	750	-	1,000	1,000	1,000
Alarm System Maintenance	5730	-	113	1,162	1,500	1,500	1,500
Bldg Main/Repr Wtr Pum/Tre	5740	3,000	711	1,365	1,000	550	5,000
Tools & Small Equipment	5900	-	1,479	393	1,200	1,000	1,000
Engineering Services	6005	-	-	-	10,000	500	5,000
Professional Services	6025	200	-	480	10,000	6,000	7,500
Personnel Services	6035	-	106	84	1,500	77	1,500
Laboratory Services	6045	4,000	3,005	3,326	4,000	800	4,000
Utilities	6505	170,000	196,082	150,963	200,000	185,000	200,000
Lab Permit Fees	6605	1,000	-	-	1,000	1,000	1,000
Regulatory Compliance	6000	-	-	-	2,000	2,000	2,000
CA CDPH	6715	14,000	10,184	12,527	14,000	10,000	10,000
Travel & Conference	7000	1,500	20	-	2,000	1,500	2,000
Training	7005	2,000	788	1,220	2,000	3,000	3,000
Application/Certification Fees	7012	1,500	737	529	1,000	750	1,000
Dues & Subscriptions	7015	1,500	1,141	(203)	1,000	500	1,000
Annual Water Report	7820	4,500	8,881	4,284	3,000	3,000	3,000
Subtotal, Services and Supplies		<u>237,000</u>	<u>233,235</u>	<u>194,371</u>	<u>289,492</u>	<u>231,691</u>	<u>278,000</u>
Capital Outlay							
Crew Truck		-	-	-	-	-	20,000
Telemetry Radios	8269	-	-	-	-	-	2,700
Small flatbed trailer (for transporting r	8269	-	-	-	-	-	5,334
Telemetry Trouble Shooting Laptop 50/50 w/ww		-	-	-	-	-	1,000
iPad tablet for admin		-	-	-	-	-	350
Washer/Dryer 50/50 water/wastewater		-	-	-	-	-	1,000
Well Rehabilitation		-	-	-	-	-	30,000
Lab Certification for coliform/E Coli		-	-	-	-	-	5,000
Subtotal, Capital Outlay		-	-	-	-	-	<u>65,384</u>
Total:		\$ 418,054	\$ 375,721	\$ 311,156	\$ 490,804	\$ 433,003	\$ 565,391



City of Fortuna
FY 2016-17 Budget

Restricted Funds
Water Fund

Public Works Department

History of Expenditures (Continued)

Transmission & Distribution

Fund 500 Dept 6100

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		Actual	Actual	Actual	Budget	Estimate	Request
Salaries	5100	\$ 126,981	\$ 124,678	\$ 166,029	\$ 206,433	\$ 206,433	\$ 195,269
Salary Part-Time	5165	1,970	-	638	-	-	14,500
Overtime	5170	4,800	1,318	667	-	-	1,512
Vacation Buyback	5180	510	3,023	2,511	-	-	1,225
Benefits	5200	74,938	72,037	4,142	110,936	110,936	144,443
Subtotal, Salaries and Benefits		209,199	201,057	173,987	317,369	317,369	356,949
Office Supplies	5400	-	70	503	500	250	500
Department Supplies	5500	80,000	57,614	69,023	75,000	72,500	75,000
Vehicle Fuel & Oil	5505	19,000	23,843	19,522	25,000	15,000	20,000
Vehicle Repairs	5715	12,000	4,386	9,212	12,000	6,000	10,000
Info Tech (Telemetry)	5719	5,000	1,583	870	-	-	-
Equipment Repairs	5720	11,000	7,007	15,756	15,000	18,000	16,500
Bldg Maintenance and Repair	5740	2,500	56	859	2,000	500	2,000
Water Meters	5760	10,000	18,610	11,852	15,000	30,000	30,000
Tools & Small Equipment	5900	3,500	1,932	619	3,000	1,500	3,000
Engineering Services	6005	-	-	-	5,000	-	5,000
Professional Services	6025	-	121	13,687	10,000	-	5,000
Personnel Service	6035	5,000	667	244	800	500	800
Telephone	6200	1,600	15,390	1,478	1,500	1,500	1,500
Cell Phones	6205	-	-	42	1,800	1,800	1,800
Travel & Conference	7000	2,500	792	341	2,500	1,500	3,000
Training	7005	1,000	3,103	752	2,000	5,500	5,000
Certifications	7012	-	-	823	800	500	1,000
Dues & Subscriptions	7015	1,000	1,265	414	750	250	500
Subtotal, Services and Supplies		154,100	136,438	145,997	172,650	155,300	180,600
Capital Outlay							
16" Backhoe Bucket		-	-	-	-	-	1,000
Atmospheric Tester		-	-	-	-	-	800
Backflow Tester		-	-	-	-	-	3,000
Chipping Hammer		-	-	-	-	-	700
Compressor		-	-	-	-	-	10,250
GIS Tablet		-	-	-	-	-	1,000
GIS Water	8269	-	-	-	17,000	17,000	25,000
Hydraulic Hot Tap Machine		-	-	-	-	-	27,000
Leak Detection Equipment		-	-	-	-	-	4,500
Lift Gate for Pickup		-	-	-	-	-	2,000
Mitchell Mech. Software (1/3)	8269	-	1,020	-	1,150	900	1,150
Pavement Breaker		-	-	-	-	-	1,050
Pipe Rack for Pickup		-	-	-	-	-	750
Pipe Shed		-	-	-	-	-	30,000
Power gate controller for Stewart Tank		-	-	-	-	-	3,000
Roof for Corp Yard Building		-	-	-	-	-	35,000
Trench Compactor (Jumping Jack)		-	-	-	-	-	2,000
Valve Excersiser		-	-	-	-	-	5,000
Work Truck with Utility body		-	-	-	-	-	24,000
Subtotal, Capital Outlay			1,020	-	18,150	17,900	177,200
Total:		\$ 363,299	\$ 338,515	\$ 319,984	\$ 508,169	\$ 490,569	\$ 714,749

Customer Account Expense

Fund 500 Dept 6200

Salaries	5100	\$ 41,689	\$ 48,157	\$ 29,457	\$ 33,014	\$ 33,014	\$ 31,680
Overtime	5170	2,400	-	-	-	-	200
Vacation Buyback	5180	-	245	350	-	-	246
Benefits	5200	29,764	15,474	687	18,286	18,286	26,462
Subtotal, Salaries and Benefits		73,853	63,877	30,494	51,300	51,300	58,588
Department Supplies	5500	300	206	17	300	300	300
Personnel Services	6035	-	1,196	-	1,500	1,500	1,500
Total:		\$ 74,153	\$ 65,280	\$ 30,511	\$ 53,100	\$ 53,100	\$ 60,388



**Restricted Fund
Transit**

Transportation

Purpose

The Transit Department is responsible for transportation services to Fortuna residents. Service is provided in two fashions: (1) a public transit service offered through Humboldt Transit Authority's Regional Redwood Transit System (RTS) and (2) The Fortuna Senior Bus Dial-A-Ride System which provides transportation to people over the age of 50 (fifty) and/or who are disabled.

Responsibilities

- Provide safe and efficient public transportation to eligible City residents.
- Ensure transportation program guidelines meet funding requirements.

Significant Changes

None

Personnel Allocation

	2012-13 Budget	2013-14 Budget	2014-15 Budget	2015-16 Budget	2015-16 Estimate	2016-17 Request
Deputy Public Works Director	-	-	-	0.08		0.08
Finance Director	-	-	-	0.03		0.03
Recreation/Transit Administrative Supervisor	-	-	-	0.12		0.20
Paryroll & Benefits Administrator	-	-	-	0.01		0.01
Bus Driver- Full Time	-	1.00	-	1.00		1.00
Vehicle & Equipment Mechanic II	0.06	0.06	0.06	0.06		0.06
Facility Custodian	0.10	0.10	0.10	0.10		0.10
Bus Driver - Part Time	0.50	0.50	1.00	0.96		0.96
Bus Dispatcher/Office Asst (PT)	0.25	0.25	-	0.70		0.51
Parks & Rec Office Supervisor	0.12	0.12	0.12	-		-
	1.03	2.03	1.28	3.06	-	2.95

Fund History

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimate	2016-17 Request
Beginning Available Fund Balance	\$ 89,130	\$ 94,667	\$ 96,592	\$ 96,160	\$ 100,641	\$ 117,521
Revenues:						
Senior Bus Fees	12,787	12,167	11,516	12,000	11,500	12,000
TDA Rev Allocation	200,338	230,912	249,663	245,000	277,170	290,697
Other	(376)	1,547	266	1,500	100	400
	212,749	244,626	261,445	258,500	288,770	303,097
Operating Expenditures:						
Salaries and Benefits	70,840	82,833	92,290	106,102	106,102	115,432
Service and Supplies	18,447	18,545	19,432	22,650	17,370	21,450
Contract Services -HTA	117,925	141,323	144,096	148,418	148,418	148,418
	207,212	242,701	255,818	277,170	271,890	285,300
Net Activity	5,537	1,925	5,627	(18,670)	16,880	17,797
Ending Available Fund Balance	\$ 94,667	\$ 96,592	\$ 102,219	\$ 77,490	\$ 117,521	\$ 135,317



Transportation

**Restricted Fund
Transit**

History of Expenditures

Senior Bus

Fund 590 Dept 4400

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Request</u>
Wages	5100	\$ 31,833	\$ 32,033	\$ 34,043	\$ 38,094	\$ 38,094	\$ 46,963
Salary Part-Time	5165	23,792	23,256	29,743	39,114	39,114	33,958
Overtime	5170/5	49	38	35	-	-	10
Vacation Buyback	5180/5	848	272	509	-	-	400
Benefits	5200	14,318	27,234	27,960	28,894	28,894	34,102
Subtotal, Salaries and Benefits		<u>70,840</u>	<u>82,833</u>	<u>92,290</u>	<u>106,102</u>	<u>106,102</u>	<u>115,432</u>
Office Supplies	5400	206	74	111	500	100	250
Department Supplies	5500	1,096	628	451	500	1,200	1,000
Vehicle Fuel & Oil	5505	11,536	10,786	9,404	12,000	8,500	10,000
Vehicle Repairs	5715	1,365	2,024	4,277	5,000	1,500	4,000
Personnel Services	6035	189	541	342	-	395	400
Bank Fees	6060	-	-	157	-	-	-
Telephone	6200	183	187	211	250	175	200
Advertising	6300	97	510	141	500	100	200
Insurance (A)	6350	3,400	3,400	3,400	3,400	3,400	3,400
Travel & Conferences	7000	-	-	523	-	1,500	1,500
Dues & Subscriptions	7015	375	395	415	500	500	500
Subtotal, Services and Supplies		<u>18,447</u>	<u>18,545</u>	<u>19,432</u>	<u>22,650</u>	<u>17,370</u>	<u>21,450</u>
None							
Total Capital Outlay		-	-	-	-	-	-
Senior Bus Total:		<u>\$ 89,287</u>	<u>\$ 101,378</u>	<u>\$ 111,722</u>	<u>\$ 128,752</u>	<u>\$ 123,472</u>	<u>\$ 136,882</u>

Public Transit

Fund 590 Dept 4450

HTA- Contract Services	6620	117,925	141,323	144,096	148,418	148,418	148,418
Transit Total:		<u>117,925</u>	<u>141,323</u>	<u>144,096</u>	<u>148,418</u>	<u>148,418</u>	<u>148,418</u>
Fund Total:		<u>\$ 207,212</u>	<u>\$ 242,701</u>	<u>\$ 255,818</u>	<u>\$ 277,170</u>	<u>\$ 271,890</u>	<u>\$ 285,300</u>



Housing and Community Development Funds

**Restricted Funds
Housing and Business Loan Funds**

Purpose

Housing and Development Funds provide accountability for several Federal, State and local development programs. The Successor Agency Housing Fund tracks loan repayments from the former Redevelopment Low/Moderate Income Housing Program. The Home and CDBG funds track the status of Federal HUD grants and program income from loans extended in prior years. The Business Loan Fund supports local economic development efforts.

Personnel Allocation

	2013-14 Budget	2014-15 Budget	2015-16 Budget	2016-17 Request
Finance Director	0.1275	0.1275	0.08	0.05
Part-Time	-	0.2500	-	-
	0.1275	0.3775	0.08	0.05

<u>Fund Balance Projections</u>	Successor Housing 205	Home Fund 230	CDBG Programs 820/830	CDBG Admin 825	Business Loans 836	Total
Available Fund Balance, June 2015	\$ 48,551	\$ 76,842	\$ 557,819	\$ 258,618	\$ 413,513	\$ 1,355,342

2015-16 Projected Activity

Revenue:						
Loan Repayments, Rent, Interest	100	14,436	64,511	600	15,900	95,547
	100	14,436	64,511	600	15,900	95,547
Expenditures:						
Salaries/Benefits	-	-	-	(5,060)	(342)	(5,402)
Service/Supplies	-	(92)	(259)	-	-	(351)
Audit	-	-	-	(2,500)	(2,500)	(5,000)
CIP	-	-	(500)	-	(12,842)	(13,342)
	-	(92)	(759)	(7,560)	(15,684)	(24,095)
Net Annual Activity	100	14,528	65,270	8,160	31,584	119,642
Projected Fund Balance, June 2016	48,651	91,370	623,089	266,778	445,098	1,474,985

2016-17 Activity

Revenue:						
Loan Repayments	-	-	-	-	20,400	20,400
	-	-	-	-	20,400	20,400
Expenditures:						
Salaries/Benefits	-	-	-	(5,279)	-	(5,279)
Service/Supplies	-	-	-	-	-	-
Audit	-	-	-	(2,500)	-	(2,500)
Appraisals	(25,000)	-	-	-	-	(25,000)
Façade Improvements	-	-	-	-	(150,000)	(150,000)
Signage Removal	-	-	-	-	(50,000)	(50,000)
CIP	-	-	(140,000)	-	-	(140,000)
	(25,000)	-	(140,000)	(7,779)	(200,000)	(372,779)
Net Annual Activity	25,000	-	140,000	7,779	220,400	393,179
Projected Fund Balance, June 2017	\$ 73,651	\$ 91,370	\$ 763,089	\$ 274,557	\$ 665,498	\$ 1,868,164



Capital Improvement Program

General and Restricted Funds
Capital Improvement Projects

Purpose

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

The first year of the 5-Year CIP is appropriated in the annual budget.

Significant Changes

None

<u>Personnel Allocation</u>	<u>2012-13</u> <u>Budget</u>	<u>2013-14</u> <u>Budget</u>	<u>2014-15</u> <u>Budget</u>	<u>2015-16</u> <u>Budget</u>	<u>2016-17</u> <u>Request</u>
Deputy Public Works Director	-	-	-	0.20	-
Finance Director	0.10	0.10	0.03	0.10	-
General Services Superintendent	0.15	0.25	0.20	0.20	-
Payroll and Benefits Administrator	-	-	-	0.10	-
Engineering Tech III	0.10	0.20	0.20	-	-
Lead Street Maintenance Worker	0.15	0.25	0.25	0.25	-
Lead Utility Worker	0.10	0.10	0.10	0.10	-
City Carpenter III	0.20	0.25	0.10	0.10	-
Utility Worker III	0.10	0.10	0.05	0.05	-
Street Maintenance Worker III	0.15	0.25	0.10	0.10	-
City Carpenter II	0.25	0.25	0.10	0.10	-
Street Maintenance Worker II	0.15	0.50	0.20	0.20	-
Utility Worker II	0.30	0.30	0.05	0.05	-
Public Works Director/City Engineer	0.20	-	0.15	0.04	-
Chief Treatment Plant Operator	-	-	-	-	-
Utilities Superintendent	0.10	0.10	-	-	-
Vehicle & Equipment Mechanic II	0.14	0.14	-	-	-
Engineering Tech II	0.10	0.20	-	-	-
Total Authorized	1.95	2.99	1.53	1.59	0.00

<u>History of Administrative Expenditures</u>	<u>2014-15</u> <u>Budget</u>	<u>2015-16</u> <u>Budget</u>	<u>2016-17</u> <u>Request</u>
Salaries	5100	\$ 70,033	\$ 95,050
Overtime	5170	443	-
Vacation Buy-Back	5180	-	-
Benefits	5200	38,010	46,078
Total Salaries & Benefits		108,486	141,128
Audit Fees (A)	6000	-	5,000
Total Service and Supplies		-	5,000
Total Expenditures:		\$ -	\$ 146,128
		\$ -	\$ 5,000



Capital Improvement Project List

**Restricted Funds
Capital Improvement Projects**

		2015-16	2016-17
	Fund	Estimate	Request
General Fund			
9946 Softball Fields (Taller Poles and Screens)	100	\$ 10,000	\$ -
9078 ADA Access to Monday Club	100	-	20,000
9493 City Hall Entrance ADA Parking Remodel - city costs	100	-	30,000
0138 Newburg Park Replace Parking Lot Lights & Poles	100	10,000	10,000
		20,000	60,000
2007 Bond Proceeds Capital Project Fund			
0981 Replacement Police Facility - Design and Improvements	350	53,342	500,000
		53,342	500,000
CDBG and Business Development Loan Funds			
9986 320 Main Street Roof - Business Development Loan Fund	836	12,842	-
9493 City Hall Entrance ADA Parking Remodel - CDBG	830	500	140,000
		13,342	140,000
Drainage Projects - Drainage Facilities Fund			
0902 12th St, I to L - 24" SD	130	10,000	300,000
0903 8th St - Southern Outlet	130	150	-
9601 Rohner Ck Widening / Habitat Improvement (DWR 50% City Match)	130	112,208	-
9656 P, 12th to 14th (with Road Work)	130	12,500	240,000
9935 Newburg Rd. between 12th and Fortuna Blvd., Install 2 Manholes on 42 and 48 inch SD	130	-	26,500
9938 Culvert at Strong Creek Footbridge	130	-	10,000
9987 Kenmar between Remie and Kendal Ct, Install (2)DI's and 40' of 18" Pipe (w/R10024) Ditch by Drake Hill Lift Station Rehabilitation	130	-	20,000
9989 Jameson Creek Culvert at Rohnerville Road	130	25,440	30,000
		160,298	626,500
Drainage Projects - Capital Grant Funds			
9601 Rohner Ck Widening / Habitat Improvement (DWR 50% cost share)	352	65,012	2,689,537
9601 Rohner Ck Widening / Habitat Improvement (RDA Bond Proceeds)	354	35,474	2,840,972
9601 Rohner Ck Widening / Habitat Improvement (DWR Urban Streams)	355	-	391,018
9988 Rohner Creek Fish Passage Grant Design	359	-	57,233
0196 Strongs Creek Fish Passage Grant Construction	359	-	735,217
		100,486	6,713,977
Street Reconstruction, Expansion, Overlays & Microsurfacing - TDA Fund			
9640 Rohnerville Road, Redwood Way to Jordan - STIP Allocation	260	2,466	-
9650 9th, 10th, 11th, 12th Main to P Street plus N Street 9th to 12th	260	74,000	-
9653 Citywide Microsurfacing	260	47,156	50,000
9656 P, 12th to 14th (with drainage work)	260	37,500	180,000
9990 Smith Lane, Fortuna Blvd. East to Rohnerville Road	260	5,000	170,000
9994 Annual Paving Contract	260	200,000	-
9994 Annual Paving Contract	280	-	100,000
		366,122	500,000
Street Reconstruction/Expansion Grant Fund Projects- Street Grants Funds			
9640 Rohnerville Road, Redwood Way to Jordan - STIP Allocation	270	500,000	1,191,000
9072 Newburg Road ADA Barrier Removal Project	275	-	175,000
9640 Rohnerville Rd. Jordan to School St., Main at Newell Safety Project- HSIP	273	150,000	471,006
9640 Rohnerville Rd. Jordan to School St., Main at Newell Safety Project- Local Match	280	-	260,000
9984 College, Thelma, Ross Hill Road, Rohner St. Ca Dept of Transportation ATP	353	26,552	890,448
0157 PTMISEA (State Public Transportation Modernization)	358	-	171,281
		676,552	3,158,735
Water Capital Projects Fund			
9122 Holman Tank	510	40,000	-
9834 Jones Court Water Line replacement	510	20,000	-
0925 Tank Recoating	510	-	200,000
9423 Vancil Reservoir Roofing Replacement	510	-	250,000
9064 Alley Between High Street & Vancil South	510	-	35,000
9065 12th Street (Newburg to L) Replace Existing Mains with 12" C900	510	-	300,000
9991 Alley from I St. to L St. (9th/12th) and N to P(13th/14th) Replace 2" with 6" C-900	510	-	55,000
9992 Meadow Lane - Replace 2" w/ 6" C900	510	-	20,000
9994 Annual Paving Contract	510	-	150,000
		60,000	1,010,000
Sewer Capital Projects Fund			
0165 Replace 10" Main from 12th St. to Forbusco Parking Lot(MH403-414)w/12"	560	2,510	38,000
0167 WWTP Facility Flood Prot Proj (28% City cost)	560	345,541	-
0171 NPDES Compliance	560	50,000	500,000
9517 P St., Garden Ln. to 9th (MH 723 to MH 724) Replace with 6" SDR 35 & Laterals	560	-	85,000
9948 Replace Wall is Chlorine Contact Basin	560	39,827	-
9964 WWTP Equalization Ponds Rehab & Flow Equalization	560	10,000	550,000
9993 2nd Ave (Between Meadow and Lawndale) - Install 2 Manholes	560	15,000	-
		462,878	1,173,000
Sewer Capital Projects - Capital Grant Fund			
0167 WWTP Facility Flood Prot Proj (72% FEMA)	351	888,845	-
		888,845	-
		\$2,801,865	\$13,882,212



**General and Restricted Funds
Capital Improvement Program**

Fund Balance Projections

	Drainage Facilities	Traffic Impact Citywide	Traffic Impact Districts	Storm Drainage Maint	TDA Capital Road Maintenance	TDA Capital Bikes/ Pedestrian
	130	140	152	200	260	265
Beginning Fund Balance						
Actual Working Capital June 2015	\$ 784,583	\$ 622,105	\$ 16,399	\$ 74,917	\$ 949,703	\$ 130,797
2015-16 Projection						
Revenues						
Development and Service Fees	10,500	57,000	2,165	43,200		
State allocations						
Grants					102,671	7,568
Interest						
Interfund Transfers						
	10,500	57,000	2,165	43,200	102,671	7,568
Expenditures						
Operations				91,202	73,500	8,000
Capital Projects	160,298				366,122	
	160,298	-	-	91,202	439,622	8,000
Net annual activity	(149,798)	57,000	2,165	(48,002)	(336,951)	(432)
Projected Fund Balance, June 2016	634,785	679,105	18,564	26,915	612,752	130,365
2016-17 Proposed Budget						
Revenues						
Development and Service Fees	12,000			43,200		
State allocations						
Grants					88,951	7,748
	12,000	-	-	43,200	88,951	7,748
Expenditures						
Operations				65,588	80,000	30,000
Capital Projects	626,500				400,000	
	626,500	-	-	65,588	480,000	30,000
Net annual activity	(614,500)	-	-	(22,388)	(391,049)	(22,252)
Projected Fund Balance, June 2017	\$ 20,285	\$ 679,105	\$ 18,564	\$ 4,527	\$ 221,703	\$ 108,113



**General and Restricted Funds
Capital Improvement Program**

Fund Balance Projections

CONTINUED

	<u>STIP/TEA</u> <u>Fund</u> 270	<u>HSIP</u> <u>Fund</u> 273	<u>RSTP</u> <u>Fund</u> 275	<u>Gas Tax</u> <u>Fund</u> 280	<u>Gas Tax</u> <u>Admin</u> 295	<u>General</u> <u>Bonds</u> 350	<u>FEMA</u> 351
<u>Beginning Fund Balance</u>							
Actual Working Capital June 2015	\$ 190,101	\$ 44,085	\$ 188,054	\$ 527,569	\$ 12,987	\$ 765,197	\$ 140,118
<u>2015-16 Projection</u>							
Revenues							
Development and Service Fees							
State allocations				257,659	3,030		
Grants	500,000	150,000	62,642				888,845
Interest							
Interfund Transfers							
	500,000	150,000	62,642	257,659	3,030	-	888,845
Expenditures							
Operations				312,406	6,664		
Capital Projects	500,000	150,000				53,342	888,845
	500,000	150,000	-	312,406	6,664	53,342	888,845
Net annual activity	-	-	62,642	(54,747)	(3,634)	(53,342)	-
Projected Fund Balance, June 2016	190,101	44,085	250,696	472,822	9,353	711,855	140,118
<u>2016-17 Proposed Budget</u>							
Revenues							
Development and Service Fees							
State allocations				257,659	3,030		
Grants	1,191,000	471,006	50,000				
	1,191,000	471,006	50,000	257,659	3,030	-	-
Expenditures							
Operations				351,403	5,740		
Capital Projects	1,191,000	471,006	175,000	360,000		500,000	
	1,191,000	471,006	175,000	711,403	5,740	500,000	-
Net annual activity	-	-	(125,000)	(453,744)	(2,710)	(500,000)	-
Projected Fund Balance, June 2017	\$ 190,101	\$ 44,085	\$ 125,696	\$ 19,077	\$ 6,644	\$ 211,855	\$ 140,118



**General and Restricted Funds
Capital Improvement Program**

Fund Balance Projections

CONTINUED

	State Water Resources <u>Prop 1E</u> 352	CA Dept of Transportation <u>Safe Routes</u> 353	Rohner Creek <u>Bond</u> 354	State Water Resources <u>Streams</u> 355	CA Dept of Transportation <u>PTMISEA</u> 358	Dept Fish Wildlife <u>Grants</u> 359
<u>Beginning Fund Balance</u>						
Actual Working Capital June 2015	\$ 144,843	\$ -	\$ 2,575,737	\$ -	\$ -	\$ -
<u>2015-16 Projection</u>						
Revenues						
Development and Service Fees						
State allocations						
Grants	207,587	26,552			171,281	
Interest			13,291			
Interfund Transfers	(287,418)		287,418			
	<u>(79,831)</u>	<u>26,552</u>	<u>300,709</u>	<u>-</u>	<u>171,281</u>	<u>-</u>
Expenditures						
Operations						
Capital Projects	65,012	26,552	35,474			
	<u>65,012</u>	<u>26,552</u>	<u>35,474</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net annual activity	<u>(144,843)</u>	<u>-</u>	<u>265,235</u>	<u>-</u>	<u>171,281</u>	<u>-</u>
Projected Fund Balance, June 2016	<u>(0)</u>	<u>-</u>	<u>2,840,972</u>	<u>-</u>	<u>171,281</u>	<u>-</u>
<u>2016-17 Proposed Budget</u>						
Revenues						
Development and Service Fees						
State allocations						
Grants	2,689,537	890,448		391,018		792,450
	<u>2,689,537</u>	<u>890,448</u>	<u>-</u>	<u>391,018</u>	<u>-</u>	<u>792,450</u>
Expenditures						
Operations						
Capital Projects	2,689,537	890,448	2,840,972	391,018	171,281	792,450
	<u>2,689,537</u>	<u>890,448</u>	<u>2,840,972</u>	<u>391,018</u>	<u>171,281</u>	<u>792,450</u>
Net annual activity	<u>-</u>	<u>-</u>	<u>(2,840,972)</u>	<u>-</u>	<u>(171,281)</u>	<u>-</u>
Projected Fund Balance, June 2017	<u>\$ (0)</u>	<u>\$ -</u>	<u>\$ 0</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>



General and Restricted Funds
Debt Service

Debt Administration

Purpose

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

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

Revenue Bonds

Revenue Bonds can be used to finance capital projects where there is a pledge to pay the debt from a stream of revenue accruing to the City. This form of debt is used to finance facilities and improvements from lease or enterprise fund activities which generate ongoing revenues from services provided to the community.

Assessment District Bonds

Assessment District Bonds can be used to finance infrastructure for a limited area of the City. This particular type of debt (special assessments or special taxes) are levied against the property owners in a defined district who directly benefit from the infrastructure improvement. The City of Fortuna has used this type of debt to finance infrastructure for specific services approved by the property owners within the assessment districts.

Capital Leases

Capital leasing can be used to acquire tangible assets where there is a pledge to pay the debt from current annual receipts and where the acquired assets can be placed under a lien until the debt obligation is paid off. The City of Fortuna has used capital leasing to acquire equipment that is necessary for efficient operations of City Business. In 2013 a new printer for City Hall was purchased through a capital lease program. In 2014, the Police Department utilized a capital lease to purchase the RIMs Dispatch system.

<u>Debt Summary</u>	<u>Budget Fund</u>	<u>Outstanding Principal June 2015</u>	<u>2015-16 Debt Payment</u>	<u>2016-17 Debt Payment</u>	<u>Change vs. PY Budget</u>
2007 General Fund Revenue Bonds					
General Fund	100/430	\$ 1,714,300	\$ 225,751	\$ 228,133	\$ 142,206
California Conservation Corp Lease Fund	400/430	1,050,700	129,582	139,824	10,242
		2,765,000	355,333	367,957	152,448
2006 Water Revenue Bonds	500	7,160,000	528,798	529,548	750
2006 Wastewater Revenue Bonds	550	11,675,000	861,072	861,072	-
US Bank - Copier Lease Payments	100/5100		3,400	3,400	-
RIMS Dispatch Software Lease	100/2000	-	37,000	37,000	-
Subtotal, City Debt		21,600,000	1,785,603	1,798,977	153,198
Fortuna Assessment District No. 1	650	130,000	40,625	36,500	(4,125)
2007 Revenue Bonds - Redevelopment	891	10,075,000	624,286	632,161	7,875
Total City and Related Debt		\$ 31,805,000	\$ 2,450,514	\$ 2,467,638	156,948



Debt Administration

Continued

2007 General Fund Revenue Bonds

- Purpose: Refinance CCC Project & City Hall - proceeds for General Fund Projects
- Issue Date: October 30, 2007
- Maturity Date: October 2037
- Original Principal Amount: \$4,220,000
- Interest Rate: 3.75% - 5%
- Funding Source: General Fund Revenues and CCC Lease payments
- CCC Lease: In 1992 the California Conservation Corps entered into an agreement to lease a facility built by the Redevelopment Agency. Certificates of Participation were issued by the California Cities Financing Corporation and assigned to the City of Fortuna at the completion of the project. Annual lease revenue of \$245,000 will be received from the California Conservation Corps through 2018 and is used to retire the debt obligation for the facility. In 2007, the debt obligation was refinanced through the City's 2007 Revenue Bonds. Annual debt service savings have been retained in the City's CCC Lease Revenue Fund and will be used to continue to make the CCC share of the 2007 Revenue Bond payments after the 2018 termination of the CCC lease.

2006 Water Revenue Bonds

- Purpose: Complete water improvement projects and infrastructure throughout the City.
- Issue Date: October 11, 2006
- Maturity Date: October 2036
- Original Principal Amount: \$8,085,000
- Interest Rate: 3.75% - 5%
- Funding Source: Fees for water service

2006 Wastewater Revenue Bonds

- Purpose: Wastewater Treatment Plant expansion
- Issue Date: October 11, 2006
- Maturity Date: October 2036
- Original Principal Amount: \$13,280,000
- Interest Rate: 3.75% - 5%
- Funding Source: Fees for sewer service

Fortuna Assessment District No. 1

- Purpose: Finance installation of sewers in the Rohnerville and Campton Heights area and upgrades necessary to treat the additional effluent
- Issue Date: 1979; Maturity Date: July 2018
- Original Principal Amount: \$1,005,350
- Interest Rate: 5%
- Funding Source: Assessment fees

US Bank - Copier Lease Payments

- Purpose: Purchase a new copier for City Hall
- Issue Date: 2013; Maturity Date: July 2018
- Original Principal Amount: \$6,000
- Funding Source: General Fund

Police Department Leases

RIMS Dispatch Software Lease

- Issue Date: 2015; Maturity Date: 2020
- Original Principal Amount: \$184,835
- Interest Rate 4%
- Funding Source: General Fund

Vehicle Leases - 2 Police Units

- Issue Date: 9/15/2015; Maturity Date: 9/18/2018
- Original Principal Amount: \$62,322
- Interest Rate 5.95%
- Funding Source: General Fund



Debt Administration

**Restricted Funds
Debt Service Funds**

Purpose

Debt Service Funds provide accountability for the City's governmental fund debt transactions.

Fund History

	CCC Lease Debt Fund 400	2007 Bonds Debt Fund 430	Assessment District #1 650	CCC Building Fund 885
Available Fund Balance June 2015	\$ 903,087	-	\$ 99,054	\$ 8,946

2015-16 Projection

Revenues:

CCC Lease Revenue	245,000	-	-	-
Transfer In from General fund	-	225,751	-	-
Transfer in from CCC Lease Fund	-	129,582	-	-
Property Assessments	-	-	40,625	-
State of California	-	-	-	8,855
	<u>245,000</u>	<u>355,333</u>	<u>40,625</u>	<u>8,855</u>

Expenditures:

Transfer out to 2007 Debt Service Fund	129,582	-	-	-
Principal and Interest	-	355,333	40,625	-
Insurance	-	-	-	8,855
PY Insurance Reimbursement to Gen Fund	-	-	-	8,946
	<u>129,582</u>	<u>355,333</u>	<u>40,625</u>	<u>17,801</u>

Net Annual Activity

	115,418	-	-	(8,946)
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Projected Available Fund Balance June 2015

	<u>1,018,505</u>	-	<u>99,054</u>	<u>(0)</u>
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2016-17 Proposed Budget

Revenues:

CCC Lease Revenue	245,000	-	-	-
Transfer in from CCC Lease Fund	-	139,824	-	-
Transfer in from General fund	-	228,133	-	-
Property Assessments	-	-	36,500	-
State of California	-	-	-	8,855
	<u>245,000</u>	<u>367,957</u>	<u>36,500</u>	<u>8,855</u>

Expenditures:

Transfer out to 2007 Debt Service Fund	139,824	-	-	-
Principal and Interest	-	367,957	36,500	-
Insurance	-	-	-	8,855
	<u>139,824</u>	<u>367,957</u>	<u>36,500</u>	<u>8,855</u>

Net Annual Activity

	105,176	-	-	-
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Projected Available Fund Balance June 2016

	<u>\$ 1,123,681</u>	<u>\$ -</u>	<u>\$ 99,054</u>	<u>\$ (0)</u>
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Debt Service Reserve Held by Trustee

\$ 238,100



Debt Administration

**Restricted Funds
Fortuna Public Improvement Corporation**

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. These Certificates of Participation were retired and refinanced as part of the October 2006 Water Revenue Bond Issuance.

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 subleased 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. These Certificates of Participation were retired and refinanced as part of the October 2007 Revenue Bond Issuance.

Responsibilities

As of July 1, 2008, the FPIC Funds are inactive.
The FPIC has no financial balances or transactions.

Significant Changes

None

Fund History

	2013-14 <u>Actual</u>	2014-15 <u>Actual</u>	2015-16 <u>Budget</u>	2015-16 <u>Estimate</u>	2016-17 <u>Request</u>
Beginning Available Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue	-	-	-	-	-
Expenditures:					
Salaries and Benefits	-	-	-	-	-
Service and Supplies	-	-	-	-	-
Debt Service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Annual Activity	-	-	-	-	-
Ending Available Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -



Allocated Expenditures

**General and Restricted Funds
Insurance, Audit, Technology**

Insurance Premiums - Liability and Property

		2013-14	2014-15	2015-16	2016-17
		Budget	Budget	Budget	Request
<u>Costs To Be Allocated</u>					
Liability		\$ 122,610	\$ 118,000	\$ 157,192	172,813
Property		24,500	25,725	24,700	25,000
Earthquake/Flood		65,000	68,250	52,831	56,000
Automobile Physical Damage		8,000	8,000	8,851	10,650
Boiler and Machinery		2,700	2,700	2,587	2,600
Employee Bonds		920	920	920	920
Pollution/Environmental		-	10,000	9,199	10,000
Department of Transportation		-	-	1,050	1,100
Safety Program		-	-	-	8,000
Cyber		-	-	-	2,000
Special Events		-	-	1,000	1,000
		223,730	233,595	258,329	290,083
<u>Deductibles</u>					
	Per Claim				
Liability Deductible a)	\$5,000	10,000	2,000	2,000	10,000
Property Deductible	10,000	-	-	-	-
Earthquake/Flood Deductible	100,000	-	-	-	-
Auto Deductible	10,000	-	-	-	-
Boiler & Mach. Deductible	1,000	-	-	-	-
Employee Bonds Deductible	1,000	-	-	-	-
Total Property & Liability Deductibles		10,000	2,000	2,000	10,000
a) Budget provides for two deductible/year					
		\$ 233,730	\$ 235,595	\$ 260,329	\$ 300,083

Departmental Allocation Acct. 6350/6360

	Fund				
Human Resource/Risk Management	100-6350-1600	\$124,146	\$130,011	155,563	176,529
Human Resource/Risk Management	100-6360-1600	-	2,000	2,000	10,000
Building	120-6350-3000	1,500	1,500	1,500	1,500
Senior Bus	590-6350-4400	3,400	3,400	3,400	3,400
Wastewater Administration	550-6350-6700	63,107	63,107	51,044	57,231
Water Administration	500-6350-6300	32,722	34,722	37,967	42,568
CCC Building	885-6350-7699	8,855	8,855	8,855	8,855
Other		-	(8,000)	-	-
		\$ 233,730	\$ 235,595	\$ 260,329	\$ 300,083

Insurance Premiums - Workers Compensation

Workers' compensation costs are allocated as benefit to departments with personnel expenditures

	Deductible				
Workers' Compensation Premium		\$ 96,155	\$ 124,973	\$ 146,000	176,625
Workers' Comp Deductible a)	5,000	21,510	50,000	34,000	75,000
Workers Comp Claims Handling a)	750	4,715	7,500	13,000	11,250
W.C. First Aid Claims Handling		825	825	1,000	1,000
Wellness Program/Fitness Center		-	-	-	7,000
a) Budget provides for estimated 10 claims/year		\$ 123,205	\$ 183,298	\$ 194,000	\$ 270,875

Departmental Allocation

	Fund				
Workers Compensation rates*		\$ 96,155	\$ 166,927	\$ 180,000	267,259
Human Resource/Risk Management	100-1600	18,935	11,460	14,000	3,616
Wastewater Administration	500-6300	4,058	2,456	-	-
Water Administration	500-6300	4,058	2,456	-	-
		\$ 123,205	\$ 183,298	\$ 194,000	\$ 270,875



Allocated Expenditures

**General and Restricted Funds
Insurance, Audit, Technology**

(Continued)

Audit Fees

Costs To Be Allocated

	<u>2013-14 Budget</u>	<u>2014-15 Budget</u>	<u>2015-16 Budget</u>	<u>2016-17 Request</u>
City of Fortuna	\$ 22,000	\$ 30,000	\$ 27,500	\$ 38,500
Single Audit Act - Federal Funds	3,000	3,000	-	5,000
	\$ 25,000	\$ 33,000	\$ 27,500	\$ 43,500

Departmental Allocation Acct. 6000

	<u>Fund</u>	<u>2013-14 Budget</u>	<u>2014-15 Budget</u>	<u>2015-16 Budget</u>	<u>2016-17 Request</u>
Admin Services Non-Departmental	100-1400	\$ 10,500	\$ 18,500	\$ 10,000	\$ 20,000
Wastewater Administration	550-6700	6,500	6,500	5,000	8,000
Water Administration	500-6300	6,500	6,500	5,000	8,000
Capital Projects	300			5,000	5,000
CDBG Unrestricted Housing	825-7210	1,500	1,500	2,500	2,500
		\$ 25,000	\$ 33,000	\$ 27,500	\$ 43,500

Network Support (Nylex)

Costs To Be Allocated

Network Support (Account 5775)	\$ 38,400	\$ 40,000	\$ 50,200	\$ 52,000
Annual Maintenance Agreement \$45,500				

Departmental Distribution Acct. 5775

	<u>Fund</u>	<u>2013-14 Budget</u>	<u>2014-15 Budget</u>	<u>2015-16 Budget</u>	<u>2016-17 Request</u>
City Hall - General Government	100-1500	\$ 9,600	\$ 10,000	\$ 11,500	\$ 11,960
Police Department	100-2000	14,592	15,600	16,400	17,160
PW Admin	100-4000	384	1,600	3,300	3,640
Engineering Department	100-5100	384	1,600	850	520
Parks & Recreation	100-5400	2,688	2,400	4,100	4,160
Museum	100-5600	-	-	850	520
River Lodge	160-5800	1,152	1,200	3,300	3,640
Water Administration	500-6300	3,712	2,400	3,300	3,640
Wastewater Administration	550-6700	5,888	5,200	6,600	6,760
		\$ 38,400	\$ 40,000	\$ 50,200	\$ 52,000

Website Hosting

Costs To Be Allocated

Website Hosting (5780)	\$9,856	\$10,350	\$9,657	\$10,575
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Departmental Allocation Acct. 5780

	<u>Fund</u>	<u>2013-14 Budget</u>	<u>2014-15 Budget</u>	<u>2015-16 Budget</u>	<u>2016-17 Request</u>
City Hall - General Government	100-1500	\$ 1,144	\$ 1,150	\$ 1,073	\$ 1,175
Police Department	100-2000	1,144	1,150	1,073	1,175
Public Works Admin	100-4000	352	1,150	1,073	1,175
Engineering Department	100-5100	352	1,150	1,073	1,175
Parks & Recreation	100-5400	1,056	1,150	1,073	1,175
Museum	100-5600	1,056	1,150	1,073	1,175
River Lodge	160-5800	1,056	1,150	1,073	1,175
Water Administration	500-6300	1,848	1,150	1,073	1,175
Wastewater Administration	550-6700	1,848	1,150	1,073	1,175
		\$ 9,856	\$ 10,350	\$ 9,657	\$ 10,575



Allocated Expenditures

**General and Restricted Funds
Insurance, Audit, Technology**

(Continued)

		2013-14 Budget	2014-15 Budget	2015-16 Budget	2016-17 Request
Cell Phones					
<u>Costs To Be Allocated</u> (Previously combined with telephone)					
		\$ -	\$ -	\$ 12,850	\$ 11,550
Departmental Allocation Acct. 6205					
	Fund				
City Manager	100-1100	\$ -	\$ -	\$ 400	\$ 400
City Hall - General Government	100-1500	-	-	1,000	900
Police Department	100-2000	-	-	4,200	3,500
PW Admin	100-4000	-	-	300	250
Streets	100-4100	-	-	800	800
Planning	100-5000	-	-	250	200
Engineering Department	100-5100	-	-	200	400
Parks & Recreation	100-5450	-	-	600	500
Building	120-3000	-	-	1,200	1,000
River Lodge	160-5800	-	-	900	900
Water Administration	500-6300	-	-	1,500	1,200
Wastewater Administration	550-6700	-	-	1,500	1,500
		\$ -	\$ -	\$ 12,850	\$ 11,550

Office Equipment Maintenance

<u>Departmental Allocation Acct. 5705</u>					
	Fund				
City Hall	100-1500	\$ -	\$ -	\$ 3,500	\$ 4,200
Water Administration	500-6300	-	-	700	800
Wastewater Administration	550-6700	-	-	700	800
Engineering	100-5100	-	-	300	450
Police	100-2000	-	-	10,000	6,300
Parks	100-5450	-	-	1,400	1,900
Museum	100-5600	-	-	300	400
River Lodge	160-5800	-	-	900	750
Public Works Admin	100-4000	-	-	1,000	1,200
		\$ -	\$ -	\$ 18,800	\$ 16,800

Software Licenses

Allocation Method: # of Network Connections

<u>Costs To Be Allocated</u>		\$4,000	\$4,000	\$6,000	\$31,000
Kasperksy Anti Virus	\$ 3,000				
Dyn	100				
Jump Line	150				
Parcel Quest	2,500				
Other	1,250				
Microsoft Office (Purchase)	20,500				
Sitellmprove	3,500				
	\$ 31,000				

Departmental Allocation Acct. 5410

	Fund				
City Hall - General Government	100-1500	\$ 1,000	\$ 1,000	\$ 1,380	\$ 8,582
Police Department	100-2000	1,240	1,240	1,980	9,060
PW Admin	100-4000	80	80	420	2,230
Engineering Department	100-5100	80	80	60	217
Parks & Recreation	100-5400	400	400	480	2,335
Museum	100-5600	-	-	60	478
River Lodge	160-5800	160	160	420	1,860
Water Administration	500-6300	520	520	420	2,620
Wastewater Administration	550-6700	520	520	780	3,618
		\$ 4,000	\$ 4,000	\$ 6,000	\$ 31,000

FY 2016-2017 Successor Agency Introduction

On January 9, 2012, the Fortuna City Council agreed to serve as the Successor Agency for the Fortuna Redevelopment Agency (RDA). The Oversight Board of the Successor Agency to the Fortuna RDA (herein "Oversight Board") has been established and created, pursuant to State Law, to direct the Successor Agency to take certain actions to wind down the affairs of the Fortuna Redevelopment Agency, in accordance with Cal. Health and Safety Code.

The Fortuna Oversight Board is responsible for certain oversight responsibilities including the preparation of annual schedules known as Recognized Obligation Payment Schedules ("ROPS") in order to receive tax increment funding. The ROPS documents the financial obligations of the Successor Agency that are due annually. The ROPS is also used as the Agency's spending plan for that respective year.

Resolution FOB 2016-01 adopted ROPS 2016-17 for the period of July 1, 2016 through June 30, 2017, pursuant to Health and Safety Code Section 34177.

RESOLUTION FOB 2016-01

A RESOLUTION OF THE OVERSIGHT BOARD TO THE CITY OF FORTUNA AS SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY ADOPTING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS 2016-17) FOR THE PERIOD OF JULY 1, 2016 THROUGH JUNE 30, 2017 PURSUANT TO HEALTH AND SAFETY CODE SECTION 34177

WHEREAS, the Redevelopment Agency of the City of Fortuna (“Agency”) was a Redevelopment Agency formed and exercised its powers pursuant to California Community Redevelopment Law, Health and Safety Code Section 33000 et seq. (“CRL”); and

WHEREAS, the City Council of Fortuna on January 9, 2012 agreed to serve as the Successor Agency to the Fortuna Redevelopment Agency; and

WHEREAS, Section 34177(1)(2) of the Health and Safety Code requires the City of Fortuna as the Successor Agency to submit to the State Department of Finance (DOF), the State Controller and the Humboldt County Auditor-Controller for review, the Recognized Obligation Payment Schedules (ROPS) which include enforceable obligations and Successor Agency administrative costs for six-month periods; and

WHEREAS, on June 27, 2012, the Governor signed into law, AB 1484 to make technical and substantive amendments to AB 26 concerning issues including but not limited to, enforceable obligations and Successor Agency administrative costs; and

WHEREAS, pursuant to AB 1484, the ROPS 16-17 for the period of July 1, 2016 to June 30, 2017 shall be submitted to the County Auditor-Controller, the State Controller’s Office, and the Department of Finance no later than February 1, 2016; and

WHEREAS, Health and Safety Code Section 34171(l) (1) (E) requires the Successor Agency to identify and use available funding sources other than Property Tax Trust Funds, such as cash reserves.

NOW THEREFORE, THE OVERSIGHT BOARD TO THE SUCCESSOR AGENCY OF THE REDEVELOPMENT AGENCY OF THE CITY OF FORTUNA HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The Recitals set forth above are true and correct, and are incorporated herein by reference.

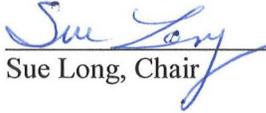
SECTION 2. The Recognized Obligation Payment Schedule, attached hereto and incorporated herein by reference as “Exhibit A”, is hereby adopted, effective July 1, 2016, subject to all reservations of rights and contingencies set forth above.

SECTION 3. Submittal of the Recognized Obligation Payment Schedule. The Oversight Board to the City of Fortuna serving as the Successor Agency to the Redevelopment Agency hereby authorizes the submittal of the Recognized Obligation Payment Schedule to the Humboldt County Auditor and the California Department of Finance.

BE IT FURTHER RESOLVED The City Manager or his designee is authorized to take all actions necessary to implement this Resolution, including without limitation, the posting of this Resolution and the Recognized Obligation Payment Schedule on the City's website, and the provision of notice to the Humboldt County Controller and the State Department of Finance.

PASSED AND ADOPTED by the Oversight Board of the City of Fortuna as the Successor Agency to the Fortuna Redevelopment Agency, on January 27, 2016 by the following vote:

AYES: Long, Marquez, Shorey, Fennell
NOES: None
ABSENT: Winburn, Eagles, Edgmon
ABSTAIN: None


Sue Long, Chair

ATTEST:


Deputy City Clerk

Recognized Obligation Payment Schedule (ROPS 16-17) - Summary

Filed for the July 1, 2016 through June 30, 2017 Period

Successor Agency: Fortuna
County: Humboldt

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)		16-17A Total	16-17B Total	ROPS 16-17 Total
Enforceable Obligations Funded with Non-Redevelopment Property Tax Trust Fund (RPTTF) Funding				
A	Sources (B+C+D):	\$ 115,941	\$ -	\$ 115,941
B	Bond Proceeds Funding	-	-	-
C	Reserve Balance Funding	115,941	-	115,941
D	Other Funding	-	-	-
E	Enforceable Obligations Funded with RPTTF Funding (F+G):	\$ 738,918	\$ 470,347	\$ 1,209,265
F	Non-Administrative Costs	729,859	345,347	1,075,206
G	Administrative Costs	9,059	125,000	134,059
H	Current Period Enforceable Obligations (A+E):	\$ 854,859	\$ 470,347	\$ 1,325,206

Certification of Oversight Board Chairman:
Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

Sue Long - Oversight Board Chair
Name Title
/s/ Sue Long 1/27/16
Signature Date

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COMMUNITY DEVELOPMENT/BUILDING FEE RESOLUTION 2016-15
PARKS & RECREATION FEE RESOLUTION 2016-16
POLICE AND ANIMAL CONTROL FEE RESOLUTION 2016-17
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ADMINISTRATIVE FEE SCHEDULE

1. ASSESSMENT FEES

A. FBID

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

B. Storm Drainage Maintenance Assessment 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

2. BUSINESS LICENSE TAXES

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

A. License Fees - General, Inside City

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

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

B. License Fees - Rentals - Residences/Apartments

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

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

C. License Fees - Rentals – Commercial

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

D. License Fees -Delivery Vehicles

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

E. License Fees – Nonresident Contractors

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

F. License Fees - Other Nonresidential Businesses

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

G. License Fees -Carnivals

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

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

H. License Fees - Circuses and Kindred Performances

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

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

I. License Fees - Coin Operated Entertainment Devices

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

J. License Penalties

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

3. MISCELLANEOUS ADMINISTRATIVE FEES

Copies (including but not limited to; public records requests, agenda packets & misc. copies of documents.	\$ 0.15 per page
	\$ 0.20 per page 2-sided
	\$ 0.25 per page (color)
Budget	\$ Actual Cost of Reproduction
Zoning Ordinance	\$ Actual Cost of Reproduction
Standard Improvement Plan	\$ Actual Cost of Reproduction
General Plan	\$ Actual Cost of Reproduction
Business License Listing	\$ 25.00 each
Fireworks Permit	\$ 10.00 each
Zoning Map (color)	\$ 10.00 each
Zoning Map (black and white)	\$ 5.00 each
Aerial Photo 72 x 42	\$ 60.00 each
Aerial Photo 42 x 28	\$ 35.00 each
Plan Copies (black and white)	\$ 4.00 (per sheet)
DVD Copy of Council Meeting or Planning Comm. Meeting	\$ 10.00 each
Operator’s Permit (Initial/Renewal)	\$ 50.00 (Renewed Annually)
Driver’s Permit	\$168.00

4. NOTARIAL SERVICES

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

5. ADMINISTRATIVE ADJUSTMENTS

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

COMMUNITY DEVELOPMENT FEE SCHEDULE – DEVELOPMENT REVIEW

1. DEVELOPMENT REVIEW - LAND USE AND DEVELOPMENT FEES

Activity/Permit	Fee
MINISTERIAL	
Zoning Clearance	\$100.00
Certificate of Compliance	\$500.00*
Business License	\$0
Pre-Application Meeting	\$0
ADMINISTRATIVE HEARING	
Use Permit	\$200.00
Assemblage Use Permit (per 17.54.070)	
Under 500	\$125.00
500+	\$275.00
Modifications & Extensions	\$150.00
Appeal of a Decision	\$425.00
PLANNING COMMISSION HEARING	
Design Review	\$225.00*
Use Permit—Exempt from CEQA	\$300.00*
Use Permit—Not exempt from CEQA	\$650.00*
Lot Line Adjustment	\$325.00*
Variance	\$375.00*
Minor Subdivision	\$525.00*
Permit Extension	\$150.00
Permit Modification or Amendment	\$200.00*
Appeal of a Decision	\$425.00
PLANNING COMMISSION & COUNCIL HEARINGS	
Major Subdivision	\$625.00*
Zone Reclassifications	\$775.00*
Plan Amendments	\$775.00*
Annexations	\$775.00*

SPECIAL SERVICES	
CEQA EIR	Actual cost
CEQA Initial Study	Actual cost
Surveyor Map Checking (Review, Delivery, Return)	Actual cost
City Map Checking	
Parcel Map	\$325.00*
Final Map	\$425.00*
Engineering Plan Checking	
\$0 to \$100,000	1.00% of improvement cost*
\$100,001 to \$200,000	0.75% of improvement cost*
Greater than \$200,000	0.50% of improvement cost*
Engineering Inspection Fee	
\$0 to \$100,000	1.00% of improvement cost*
\$100,001 to \$200,000	0.75% of improvement cost*
Greater than \$200,000	0.50% of improvement cost*
Record of Drawing (As-built)	\$3,000.00
Conditions of Approval Compliance	Deposit equal to permit fee*
Subdivision Construction Agreement	\$500.00 plus bonding
Abandonment of a Right-of-Way	\$275.00
Rebate and Payback Agreements	\$325.00
Special Engineering Studies & Review	Actual cost
Encroachment Permit	\$75.00
Nonprofit	\$50.00
Street Closure Permit	\$75.00
Nonprofit	\$50.00
Chamber of Commerce Holiday Signage	\$25.00
Overhead Banners in Public Right-of-way	\$50.00
Downtown Parking In-Lieu Fee	\$2,180.00

***To be charged at an hourly rate. Amount shown is to be used as a deposit. Staff efforts will be charged at staff's hourly plus overhead rate. Additional deposit will be collected once the fee shown is reached. Maximum fee will be no more than one additional deposit or twice the percentage shown.**

2. DEVELOPMENT REVIEW - SEISMIC FEE

- a.** Group R occupancies, as defined in the current Uniform Building Code, one to three stories in height, except hotels and motels, shall be assessed at the rate of ten dollars (\$10.00) per one hundred thousand dollars (\$100,000.00), with appropriate fractions thereof.
- b.** All other buildings shall be assessed at the rate of twenty-one dollars (\$21.00) per one hundred thousand dollars (\$100,000.00) with appropriate fractions thereof.
- c.** The fee shall be the amount assessed under paragraph 1. or 2., depending on building type, or fifty cents (\$ 0.50), whichever is the higher.

3. DEVELOPMENT REVIEW - DRAINAGE FEES

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

A. SUBDIVISIONS:

a. Vacant Parcels

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

b. Developed Parcels

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

B. BUILDING PERMITS

a. Fee

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

b. Subdivision Credit

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

c. Impervious Surface Coverage

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

4. DEVELOPMENT REVIEW - TRAFFIC IMPACT FEES

A. TRAFFIC IMPACT FEES-HOME AVENUE

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

a. Subdivisions

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

b. Building Permits

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

B. TRAFFIC IMPACT FEES-HILLSIDE DRIVE

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

a. Subdivisions

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

b. Building Permits

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

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

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

A. SUBDIVISIONS

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

B. BUILDING PERMITS

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

COMMUNITY DEVELOPMENT - BUILDING FEE SCHEDULE

1. UNIT BASED BUILDING PERMIT FEES

Type of Construction
Modifier

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

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

Type of Construction
Modifier

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

Type of Construction
Modifier

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

2. MECHANICAL PERMIT FEES

PERMIT ISSUANCE FEE	Each
For the issuance of each Mechanical permit	40.15
For issuing each supplemental permit for which the original permit has not expired, been canceled or finalized	12.50
<u>UNIT FEE SCHEDULE - to be added to each building permit. (NOTE: The following fees do not include the permit-issuing fee.)</u>	Per Unit Price
Furnaces	
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btulh	48.11
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, over 100,000 Btulh	53.53
For the installation or relocation of each floor furnace, including vent	48.11
For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater.	48.11
Appliance Venting	
For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	12.50
Repair or Additions	
For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code	23.70
Boilers, Compressors and Absorption Systems	
Installation or relocation of each boiler or compressor to and including 3HP (10.6 kW), or each absorption system to and including 100,000 Btulh	25.42
Installation or relocation of each boiler or compressor over 3HP (10.6 kW) to and including 15HP (52.7 kW), or each absorption system over 100,000 Btulh (29.3 kW) to and including 500,000 Btulh (146.6 kW)	46.90
Installation or relocation of each boiler or compressor over 15HP (52.7 kW) to and including 30HP (105.5 kW), or each absorption system over 500,000 Btulh (146.6 kW) to and incl 1,000,000 Btulh (293.1 kW)	64.34
Installation or relocation of each boiler or compressor over 30HP (105.5 kW) to and including 50HP (176 kW), or each absorption system over 1,000,000 Btulh (273.1 kW) to and incl 1,750,000 Btulh (512.9 kW)	95.78
Installation or relocation of each boiler or compressor' over 50HP (176 kW), or each absorption system over 1.750,000 Btulh (512.9 kW)	160.13
Air Handlers	
For each air-handling unit to and including 10,000 cubic feet per minute (cfrn)(4719 Us), including ducts attached thereto	18.44
For each air-handling unit over 10,000cfrn (4719 Us)*	31.86
*Note: This fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code.	
Evaporative Coolers / Hood Make-up Air	
Evaporative Coolers For each evaporative cooler other than portable type	18.44

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

3. ELECTRICAL PERMIT FEES

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

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

4. PLUMBING PERMIT FEES

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

5. GRADING PERMIT FEES

Permit Issuance	\$ Each
For the issuance of each Grading permit	40.15
For issuing each supplemental permit for which the original permit has not expired, been canceled or final	11.62
UNIT FEE SCHEDULE - to be added to each building permit. <i>(NOTE: The following fees do not include the permit-issuing fee.)</i>	\$ Each
Grading Plan Review	
1 cubic yard to 100 cubic yards	37.77
101 to 1,000 cubic yards	59.40
1,001 to 10,000 cubic	79.05
10,001 to 100,000 cubic yards: \$79.05 for the first 10,000 cubic yards, plus \$39.34 for each additional 10,000 cubic yards or fraction thereof.	-
100,001 to 200,000 cubic yards: \$433.11 for the first 100,000 cubic yards, plus \$32.52 for each additional 10,000 cubic yards or fraction thereof.	-
200,001 cubic yards or more: \$725.79 for the first 200,000 cubic yards, plus \$11.04 for each additional 10,000 cubic yards or fraction thereof.	-
NOTE: ADA path of travel, onsite structures i.e. trash enclosures, retaining walls etc. will be charged at building fee structure and/or hours per task.	-
Grading Permit Fees	
1 cubic yard to 50 cubic yards	37.77
51 to 100 cubic yards	59.40
101 to 1,000 cubic yards: \$59.40 for the first 100 cubic yards, plus \$28.10 for each additional 100 cubic yards or fraction thereof.	-
1,001 to 10,000 cubic yards: \$312.3 for the first 1000 cubic yards, plus \$23.29 for each additional 1000 cubic yards or fraction thereof	-
10,001 to 100,000 cubic yards: \$521.91 for the first 10,000 cubic yards, plus \$105.96 for each additional 10,000 cubic yards or fraction thereof.	-
100,001 or more cubic yards: \$1475.01 for the first 100,000 cubic yards, plus \$58.61 for each additional 10,000 cubic yards or fraction thereof.	-
NOTE: ADA path of travel, onsite structures i.e. trash enclosures, retaining walls, etc. will be charged at building fee structure and/or hours per task.	-
Other Inspection and Fees:	\$ Each
Inspections outside of normal business hours, per hour* (Minimum Charge - 2 Hours)	80.30
Re-Inspection fee assessed under provision of FMC* (Minimum Charge - 1 Hour)	80.30
Inspection for which no fee is specifically indicate, per hour* (Minimum Charge - 1 Hour)	80.30
Additional plan review required by changes, additions or revisions to the plans or to plans for which and initial review has been completed* (Minimum Charge - 1/2 half hour)	80.30
*Or the total hourly cost to the jurisdiction, whichever is the greatest. The total hourly cost shall include Supervision, Overhead, Equipment, Hourly wages and benefits of the employees involved	

6. OVER THE COUNTER ONLY PERMIT FEES

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

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

7. ADMINISTRATIVE ADJUSTMENTS

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

PARKS AND RECREATION FEE SCHEDULE

1. PARKS

A. PARK USE FEES

a. Picnic Area Rental

Group Picnic Area Rental

<u>Number of Persons</u>	<u>Use Fee</u>	<u>Deposit Fee</u>
0-50	\$ 175.00	\$ 200.00
51-100	\$ 225.00	\$ 200.00
101-300	\$ 325.00	\$ 200.00
301-500	\$ 450.00	\$ 200.00
500 +	\$ 550.00 plus any additional costs to the City associated with the event	\$ 200.00

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

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

Rodeo Ground Rental	\$400.00 first day (includes 900 c/f water)
	\$250.00 per each additional day
Deep Pit Barbecues	\$ 75.00 small pit & 100.00 each large pits
Deep Pit Cleaning/Security Deposit	\$250.00

c. Exemptions

The following community events are exempt from paying Park Use, Pavilion Use, and Rohner Recreation Hall Use Fees: Art and Wine in the Park, Fortuna Fireworks Festival, Fortuna Rodeo, Fortuna Redwood Auto XPo, Apple Harvest Festival, Hops in Humboldt, Fortuna Volunteer Fire Department Picnic, Girl Scouts, Boy Scouts, Fortuna Art Council, Fortuna Lions Club, Eel River Valley Little League, Humboldt Fast Pitch Girls Softball Recreation Program, Eel River Valley Youth Soccer, Eel River Valley Youth Football, Fortuna Pistol Club, Redwood Genealogy Society, Reichling Parlor #97 NDGW, Relic Accumulators, TOPS, Chamber Picnic, Jr. Livestock BBQ, Humboldt County 4-H, AARP Tax-Aid Program, Fortuna High School Agriculture Department, Fortuna Kiwanis, Soroptimist International of Eel River Valley, Fortuna Dutch Oven Society and any City Recreation Division sponsored event. Exempt use is limited to regular weekly meetings no more than four times a month, and the above aforementioned annual events.

B. PAVILION USE FEES

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

Resident Use*	\$ 35.00 per hr Monday - Thursday only.
Nonresident Use*	\$ 45.00 per hr Monday - Thursday only.
Entire Day Rental*	\$350.00 per day Sunday - Thursday
8:00AM-Midnight	\$550.00 Friday & Saturday
<i>*All of the above require a \$250.00 cleaning deposit.</i>	
Skating	\$ 5.50 Ages 6 & over
	\$ 3.50 Ages 5 & under
	\$ 2.00 Non-skater minor
Private Skating Parties*	\$ 90.00 Up to 30 people
	\$ 3.00 per person (over 30 people)
Private Party during Public Skate	\$ 40.00 table only (includes 4 admissions)
<i>*(Fee no longer charged for Bar Area Use)</i>	
Open Recreation/Open Basketball	\$ 3.00 per person
Pickle Ball	\$ 3.00 per person

C. RECREATION HALL FEES

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

Resident:	\$ 30.00 per hour + \$250.00 cleaning deposit.
Nonresident:	\$ 40.00 per hour + \$250.00 cleaning deposit.

2. RECREATION FEES

A. RECREATION CLASS CONTRACTOR FEES

a. All activity class contractors

25% of gross revenues (excluding materials fee)

B. RECREATION PROGRAM FEES

a. Basketball

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

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

b. Softball/Hardball/Soccer

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

Adult Men and Women	\$ 5.00 per individual
Adult Field Reservation Fee	\$ 10.00 per hour
Adult Hardball Game Use Fee	\$ 20.00 per game, based on 1 ½ hours
Softball/Hardball Tournaments (own prep)	\$100.00 per field/day
Softball/Hardball Tournaments (city prep)	\$125.00 per field/day
Adult Soccer	\$ 20.00 per game, based on 1 ½ hours
Adult Soccer with lights	\$ 25.00 per game, based on 1 ½ hours

c. Private Sport Camps, Tournaments, Programs, Events

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

d. Other Programs

Summer Fun		
Daily drop-in rate	\$ 25.00 per day	
	\$ 23.00 per sibling (10% discount)	
½ Day rate	\$ 18.00 per child	
Weekly rate	\$100.00 per child	
	\$ 90.00 per sibling	
	\$ 80.00 ½ day weekly	
	\$ 72.00 ½ day sibling weekly	
Paid in advance	First child	Sibling
2 weeks Full Day	\$200.00	\$180.00
½ Day	\$160.00	\$144.00
3 weeks Full Day	\$300.00	\$270.00
½ Day	\$240.00	\$216.00
4 weeks Full Day	\$400.00	\$360.00
½ Day	\$320.00	\$288.00
5 weeks Full Day	\$480.00	\$432.00
½ Day	\$385.00	\$347.00
6 weeks Full Day	\$550.00	\$495.00
½ Day	\$445.00	\$401.00
7 weeks Full Day	\$610.00	\$549.00
½ Day	\$495.00	\$446.00
8 weeks Full Day	\$660.00	\$594.00
½ Day	\$545.00	\$491.00
9 weeks Full day	\$710.00	\$639.00
½ Day	\$585.00	\$527.00
10 weeks Full Day	\$750.00	\$675.00
½ Day	\$625.00	\$563.00
11 weeks Full Day	\$800.00	\$725.00
½ Day	\$675.00	\$613.00
Kiddie Kamp		
Daily drop-in rate	\$ 30.00 per day	
	\$ 27.00 per sibling (10% discount)	
½ Day rate	\$ 20.00 per child	
Weekly rate	\$120.00 per child	
	\$108.00 per sibling	
	\$ 85.00 ½ day weekly	
	\$ 77.00 ½ day sibling weekly	
Paid in advance	First child	Sibling
2 weeks Full Day	\$240.00	\$216.00
½ Day	\$ 170.00	\$153.00
3 weeks Full Day	\$360.00	\$324.00
½ Day	\$255.00	\$230.00
4 weeks Full Day	\$480.00	\$432.00
½ Day	\$340.00	\$306.00
5 weeks Full Day	\$540.00	\$486.00
½ Day	\$405.00	\$365.00
6 weeks Full Day	\$595.00	\$495.00

½ Day	\$536.00	\$419.00
7 weeks Full Day	\$645.00	\$581.00
½ Day	\$515.00	\$464.00
8 weeks Full Day	\$695.00	\$626.00
½ Day	\$565.00	\$509.00
9 weeks Full day	\$735.00	\$662.00
½ Day	\$605.00	\$545.00
10 weeks Full Day	\$775.00	\$698.00
½ Day	\$645.00	\$581.00
11 weeks Full Day	\$825.00	\$748.00
½ Day	\$695.00	\$631.00
Family rate eligibility based on concurrent enrollment		
Recreation Program / Inservice Days	\$ 25.00 per day for first child	
	\$ 23.00 per day for each additional child	
	\$ 18.00 per child half day	
Swim Program	* BASED ON COSTS	
<i>*Fees based on Grant Funding & actual costs realized by the City.</i>		

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

3. ADMINISTRATIVE ADJUSTMENTS

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

POLICE FEE SCHEDULE

1. ANIMAL CONTROL

A. LICENSE

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

Spayed or Neutered	\$ 20.00-one year
	\$ 36.00-two years
	\$ 54.00-three years
	\$ 5.00 per year reduced rate for Senior Citizens 65 or over
Unneutered	\$ 35.00-one year
	\$ 56.00-two years
	\$ 86.00-three years
Penalties	\$ 10.00 after 30 days delinquent

B. VIOLATIONS

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

C. SHELTER DROP-OFF FEES

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

2. POLICE FEES

A. MISCELLANEOUS

Ticket sign off (other than Fortuna citation)	\$ 10.00			
Photo Copy of reports	\$ 10.00 per request			
VIN Verification	\$ 13.00			
Fingerprinting Fee	\$ 35.00 per card			
Bicycle License Fee	\$ 2.00			
Police Response Fees	\$ 25.00 3rd false alarm during calendar year			
	\$ 50.00 4th & subsequent false alarm			
	3. Actual expense for second or subsequent response to disorderly party.			
D.U.I. Administration charge	Actual Costs not to exceed \$1000.00			
Keeper of Nuisance Dog	\$154.00 or Actual Cost			
Parking Penalty Assessments				
<u>Violation</u>	<u>Penalty</u>	<u>City</u>	<u>County</u>	<u>Late Penalty</u>
Time Zones	\$ 35.00	\$ 22.50	\$ 12.50	\$ 59.00
Colored Curbs	\$ 38.00	\$ 25.50	\$ 12.50	\$ 66.00
Posted No Parking	\$ 40.00	\$ 27.50	\$ 12.50	\$ 66.00
Abandoned	\$ 43.00	\$ 30.50	\$ 12.50	\$ 86.00
22500 (a/b/e/f)	\$ 40.00	\$ 27.50	\$ 12.50	\$ 66.00
22502 (a) CVC	\$ 40.00	\$ 27.50	\$ 12.50	\$ 66.00
22500 (d/g/h/k)	\$ 43.00	\$ 30.50	\$ 12.50	\$ 86.00
22500.1 CVC	\$ 43.00	\$ 30.50	\$ 12.50	\$ 86.00
22514 CVC	\$ 48.00	\$ 35.50	\$ 12.50	\$ 86.00
22515 CVC	\$ 43.00	\$ 30.50	\$ 12.50	\$ 86.00
22517 CVC	\$ 43.00	\$ 30.50	\$ 12.50	\$ 86.00
22521 CVC	\$ 43.00	\$ 30.50	\$ 12.50	\$ 86.00
22507.8a CVC	\$340.00	\$238.00	\$102.00	\$666.00
22522 CVC	\$333.00	\$232.00	\$101.00	\$666.00
M/C Violations	\$ 43.00	\$ 30.50	\$ 12.50	\$ 86.00
* \$3 to DMV				
Government Code 76100 & 76101 Penalty:	Includes \$2.50 assessment to Humboldt County Criminal Justice Facility Temporary Construction Fund A (1410) and \$2.50 assessment to Humboldt County Courthouse Temporary Construction Fund B (1420).			
Delinquent penalty:	Original penalty plus a late fee equal to the original penalty plus \$3.00 administrative charge for the DMV hold.			

Distribution funds for 22507.8a and 22522	\$250.00 penalty set by section 42001.5 CVC plus, the assessments identified in i and ii above, plus a \$25.00 assessment (1465.6 PC) deposited into general fund of the governing body wherein the violation occurred, plus a \$50.00 assessment (1465.6 PC) deposited into County Trust Fund 3856, Linkages Assessment Fund 3856.
Photographs	\$ 18.00 per roll
Records Research	\$ 79.00 per hour
Solicitors Permits	\$169.00 per year \$169.00 yearly renewal
Naturalization Letter (No Criminal Conduct)	\$ 24.00 per letter
Repossession Fee	\$ 15.00
Civil Court Appearance	Actual Costs with \$168.00 deposit
Concealed Weapons Permit	Actual Costs determined by DOJ fingerprinting fee
Audio & Video Tape	\$ 20.00
Vehicle Removal Impound and Release Fee	\$ 200.00 per vehicle To be paid by Money Order or Cash Only

3. ADMINISTRATIVE ADJUSTMENTS

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

RIVER LODGE & MONDAY CLUB FEE SCHEDULE

1. MONDAY CLUB

A. Rental Fees

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

For Profit Groups	\$350.00 per 10-hour* time slot
	\$250.00 deposit for profit groups
Non Profit Groups	\$300.00 per 10-hour* time slot
	\$200.00 deposit for nonprofit groups
<i>*The facility manager is authorized to charge the \$25 hourly rental rate for smaller groups and/or shorter duration events (six hours or less). If hourly rates are charged, the fee for set up will be \$30.</i>	

2. RIVER LODGE

A. Daily Rental Rates:

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

Facility and Room	Daily Rental Fee*	Square Feet	Reception	Capacity Classroom	Banquet
River Lodge					
Fireside Room	\$ 180.00	510	40	24	32
Coho Room	\$ 300.00	1,000	100	40	64
Steelhead Room	\$ 430.00	2,000	220	80	136
Chinook Room	\$ 740.00	3,000	340	144	168
Facility	\$ 980.00	6,000	660	264	368
Kitchen					
Minimum Charge	\$ 165.00				
Per Person Charge	\$ 2.50				
Maximum Charge	\$ 500.00				
<i>*The facility supervisor Manager is authorized to negotiate lower fees than the daily rental rate for periods of six hours or less.</i>					

Wedding Package	\$ 2750.00 Sun–Thur.	River Lodge Wedding Package is a set fee of \$2500.00 (Sun – Thur.) or \$2750.00 (Fri/Sat). A deposit of \$550 is used to secure a date and is due at the time the Rental Agreement is submitted. The day prior may be rented for the nonprofit price of the entire facility. If the day prior is not rented to another party, the wedding party may come in to decorate during regular business hours as long as they have proper insurance for that day
	\$ 3000.00 Fri / Sat	
Reception Only Discount	-\$250.00	(Discount for RECEPTION ONLY).

B. Staff Expense

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

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

C. Nonprofit Discount

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

D. Definition: Nonprofit Organizations

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

IRS Code:

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

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

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

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

501(c)7 Organized and operated as social and recreational clubs.

501(c)10 Organized as domestic fraternal societies and operated under the lodge system.

501(c)19 Veteran organization, post, auxiliary, society, trust or foundation.

E. Yearly Fees

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

F. Fees for Six Hours or Less

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

G. Linens

Tablecloth, 8 Foot Rectangle	\$ 8.00
Tablecloth, 5 Foot Round	\$ 8.00
Table Skirt, 14 Feet Long	\$15.00
Napkins, 12 Inch Square	\$.65

H. Other Services

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

I. Deposits

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

Security deposit	\$220.00 per day reserved
Events with 150 + attendees, and where alcohol is being served	\$550.00
Wedding package	\$550.00

J. Cancellation Fee

If event is canceled by LESSEE there will be a cancellation fee. This fee will be retained from the reservation deposit. The balance of the reservation deposit will be refunded if the CITY is able to re-rent the facility for the same date(s). If no deposit is on file, LESSEE will be invoiced.

Daily Rental	\$110.00
Wedding package	\$275.00

3. ADMINISTRATIVE ADJUSTMENTS

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

TRANSIT FEE SCHEDULE

1. SENIOR BUS FARES

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

2. EVENT BUS FARES (outside normal working hours/special events)

Per bus rental with driver	\$ 47.40 per hour
Insurance Prepaid	\$ 60.00 per day

Note: Only when approved by the Transit Supervisor and with available staff.

3. ADMINISTRATIVE ADJUSTMENTS

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

PUBLIC WORKS FEE SCHEDULE

1. WATER AND WASTEWATER LABORATORY FEES

Lab Test	Each
BOD	\$ 40.00
TSS/ MLSS	\$ 20.00
Coliform PA	\$ 25.00
Coliform 3 x 5	\$ 30.00
Cancellation Fee	\$ 15.00
Percent & Volatile Solids	\$ 20.00
Electrical Conductivity	\$20.00
Turbidity	\$20.00
Total Dissolved Solids	\$30.00
Fecal Coliform	\$60.00

2. ADMINISTRATIVE ADJUSTMENTS

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

NO PROPOSED CHANGES TO FEE AMOUNTS

**Attachment 1 to
RESOLUTION NO. 2016-12**

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Sewer Service Charges

a. Inside City Limits

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

2006-2007

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

2007-2008

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

2008-2009

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

2009-2010

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

2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015, 2015-2016 and 2016-2017

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

b. Outside the City Limits

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

c. Multiple Unit Sewer Rate Calculation

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

d. Summer Usage Charge

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

e. Administrative Adjustments

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

f. Penalties

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

Special Agreements – BOD – TSS - Flow

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

2006-2007

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

2007-2008

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

2008-2009

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

2009-2010

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

2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015, 2015-2016 and 2016-2017

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

Discharge Fee Schedule

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

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

Water Service Charges

a. Inside City Limits

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

2006-2007

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

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

2007-2008

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

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

2008-2009

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

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

2009-2010

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

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

2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015, 2015-2016 and 2016-2017

Base Charge	
<u>Meter Size in Inches</u>	<u>Monthly Base Fee</u>
5/8 by 3/4	\$ 23.04
1	\$ 44.07
1 1/2	\$ 87.21
2	\$ 147.61
3	\$ 320.16
4	\$ 561.73
6	\$ 1,251.95

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

b. Outside City Limits

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

c. Summer Usage Charge

Between May and October each year summer water rates will be in effect for all customers. The summer rates will provide each customer under the base rate with an additional **200** cubic feet of water each month.

d. Multiple Unit Water Rate Calculation

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

e. Penalties

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

f. Administrative Adjustments

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

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

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

2006-2007

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

2007-2008

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

2008-2009

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

2009-2010

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

2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015, 2015-2016 and 2016-2017

Deposit	\$ 125.00 New Customers \$ 150.00 for customers who have been shut off for nonpayment more than twice in a two year period. If a deposit already exists on account customer will pay amount equal to but not to exceed the full \$150.00 deposit.
Delinquent Shut Off Fee:	\$ 75.00 for first time \$ 100.00 for each subsequent time
Meter Re-Set	\$ 50.00
Broken Padlock	\$ 30.00
NSF Check Charge:	\$ 30.00
Chargeback Fee	\$30.00

Backflow Prevention Devices

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

2006-2007

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

2007-2008

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

2008-2009

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

2009-2010

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

2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015, 2015-2016 and 2016-2017

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

Fire Hydrant Meter Deposit

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

2007 - 2008

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

2008 - 2009

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

2009 - 2010

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

2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015, 2015-2016 and 2016-2017

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

Sale of Bulk Water

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

Standby Fire Service Capacity Charge

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

2006-2007

<u>Size Fire Service</u>	<u>Monthly Charge</u>
2 inch	\$ 13.31
3 inch	\$ 20.27
4 inch	\$ 30.02
6 inch	\$ 57.87
8 inch	\$ 96.86
10 inch	\$ 146.99

2007-2008

<u>Size Fire Service</u>	<u>Monthly Charge</u>
2 inch	\$ 18.29
3 inch	\$ 31.54
4 inch	\$ 50.09
6 inch	\$ 103.10
8 inch	\$ 177.31
10 inch	\$ 272.72

2008-2009

<u>Size Fire Service</u>	<u>Monthly Charge</u>
2 inch	\$ 27.22
3 inch	\$ 50.96
4 inch	\$ 84.20
6 inch	\$ 179.17
8 inch	\$ 312.13
10 inch	\$ 483.08

2009-2010

<u>Size Fire Service</u>	<u>Monthly Charge</u>
2 inch	\$ 27.54
3 inch	\$ 50.91
4 inch	\$ 83.64
6 inch	\$ 177.13
8 inch	\$ 308.03
10 inch	\$ 476.32

2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015, 2015-2016 and 2016-2017

<u>Size Fire Service</u>	<u>Monthly Charge</u>
2 inch	\$ 27.89
3 inch	\$ 50.79
4 inch	\$ 82.85
6 inch	\$ 174.47
8 inch	\$ 302.73
10 inch	\$ 467.63

Installation Fees for Water System

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

a. Service Line Installation

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

2006-2007

<u>Size of Meter in Inches</u>	<u>Charge</u>
$\frac{3}{4}$	\$ 612.00
1	\$ 743.00
1 $\frac{1}{2}$	\$1127.00
2	\$1318.00

2007-2008

<u>Size of Meter in Inches</u>	<u>Charge</u>
$\frac{3}{4}$	\$ 674.00
1	\$ 818.00
1 $\frac{1}{2}$	\$1240.00
2	\$1450.00

2008-2009

<u>Size of Meter in Inches</u>	<u>Charge</u>
$\frac{3}{4}$	\$ 742.00
1	\$ 900.00
1 $\frac{1}{2}$	\$1364.00
2	\$1595.00

2009-2010

<u>Size of Meter in Inches</u>	<u>Charge</u>
$\frac{3}{4}$	\$ 817.00
1	\$ 990.00
1 $\frac{1}{2}$	\$1501.00
2	\$1755.00

2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015, 2015-2016 and 2016-2017

<u>Size of Meter in Inches</u>	<u>Charge</u>
$\frac{3}{4}$	\$ 899.00
1	\$1089.00
1 $\frac{1}{2}$	\$1652.00
2	\$1931.00

b. Set Meter Only

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

2006-2007

<u>Size of Meter in Inches</u>	<u>Charge</u>
$\frac{3}{4}$	\$ 200.00
1	\$ 270.00
1 $\frac{1}{2}$	\$ 490.00
2	\$ 635.00

2007-2008

<u>Size of Meter in Inches</u>	<u>Charge</u>
$\frac{3}{4}$	\$ 220.00
1	\$ 297.00
1 $\frac{1}{2}$	\$ 539.00
2	\$ 699.00

2008-2009

<u>Size of Meter in Inches</u>	<u>Charge</u>
$\frac{3}{4}$	\$ 242.00
1	\$ 377.00
1 $\frac{1}{2}$	\$ 593.00
2	\$ 769.00

2009-2010

<u>Size of Meter in Inches</u>	<u>Charge</u>
$\frac{3}{4}$	\$ 267.00
1	\$ 415.00
1 $\frac{1}{2}$	\$ 653.00
2	\$ 846.00

2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015, 2015-2016 and 2016-2017

<u>Size of Meter in Inches</u>	<u>Charge</u>
$\frac{3}{4}$	\$ 294.00
1	\$ 457.00
1 $\frac{1}{2}$	\$ 719.00
2	\$ 931.00

c. *Installations Greater than 2 Inches*

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

d. *Main Line Extensions*

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

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

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

2006-2007

Size of BPD in Inches	Charge
$\frac{3}{4}$	\$ 193.00
1	\$ 228.00
1 $\frac{1}{2}$	\$ 270.00
2	\$ 359.00

2007-2008

Size of BPD in Inches	Charge
$\frac{3}{4}$	\$ 213.00
1	\$ 251.00
1 $\frac{1}{2}$	\$ 297.00
2	\$ 395.00

2008-2009

Size of BPD in Inches	Charge
$\frac{3}{4}$	\$ 235.00
1	\$ 277.00
1 $\frac{1}{2}$	\$ 327.00
2	\$ 435.00

2009-2010

Size of BPD in Inches	Charge
$\frac{3}{4}$	\$ 259.00
1	\$ 305.00
1 $\frac{1}{2}$	\$ 360.00
2	\$ 479.00

2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015, 2015-2016 and 2016-2017

Size of BPD in Inches	Charge
$\frac{3}{4}$	\$ 285.00
1	\$ 336.00
1 $\frac{1}{2}$	\$ 396.00
2	\$ 527.00

Water System Capital Connection Fees**a. Inside City Limits**

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

Basis for Connection Fees - Capital Cost Buy-in

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

* Rates effective on date of Building Permit submittal

2006-2007

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

2007-2008

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

2008-2009

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

2009-2010

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

Water Service Living Unit Equivalents		
Meter Size	LUE	2010-2011
5/8" x 3/4" Inside	1.00	\$ 2,165.00
5/8" x 3/4" Outside	1.50	\$ 3,247.50
1" Inside	2.56	\$ 5,542.40
1" Outside	3.84	\$ 8,313.60
1 1/2" Inside	5.76	\$ 12,470.40
1 1/2" Outside	8.64	\$ 18,705.60
2" Inside	10.24	\$ 22,169.60
3" Inside	23.04	\$ 49,881.60
4" Inside	40.96	\$ 88,678.40
6" Inside	92.16	\$ 199,526.40

b. Outside City Limits

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

c. Drake Hill Capital Connection

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

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

Wastewater Capital Connection Fees

a. Inside City Limits

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

Basis for Connection Fees - Capital Cost Buy-in

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

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

Fixture Unit rates will apply to all applicable Building Permits.

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

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

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

2006-2007

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

2007-2008

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

2008-2009

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

2009-2010

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

2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015, 2015-2016 and 2016-2017

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

b. Outside City Limits

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

RESOLUTION NO. 2016-12

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FORTUNA
CONTINUING WATER AND SEWER RATES & FEES FOR THE CITY OF FORTUNA
ESTABLISHED FOR FISCAL YEAR 2010/2011 INTO
FISCAL YEAR 2016-2017**

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

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

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

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

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

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

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

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

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

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

WHEREAS, the City has not yet completed or adopted a new five-year WATER AND SEWER RATES AND FEES for Fiscal Years 2011/2012; 2012/2013; 2013/2014; 2014/2015, 2015/2016 & 2016/2017; and

WHEREAS, the City Council wishes to continue using the Fiscal Year 2010/2011 WATER AND SEWER RATES AND FEES into Fiscal Year 2016/2017.

NOW, THEREFORE, BE IT IS RESOLVED by the City Council of the City of Fortuna, that Resolution 2016-12 is hereby adopted as follows:

- A. The water and sewer fees and rates adopted by Resolution 2006-30 in July 2006 for Fiscal Year 2010 / 2011 hereby will be continued into Fiscal Year 2016/2017 and will remain in effect after July 1, 2016.

PASSED AND ADOPTED on this 4th day of April, 2016 by the following vote:

AYES: Mayor Long, Mayor Pro Tem Trent, Council Member Strehl

NOES: None

ABSENT: Council Member Brown, Council Member Gardner

ABSTAIN: None

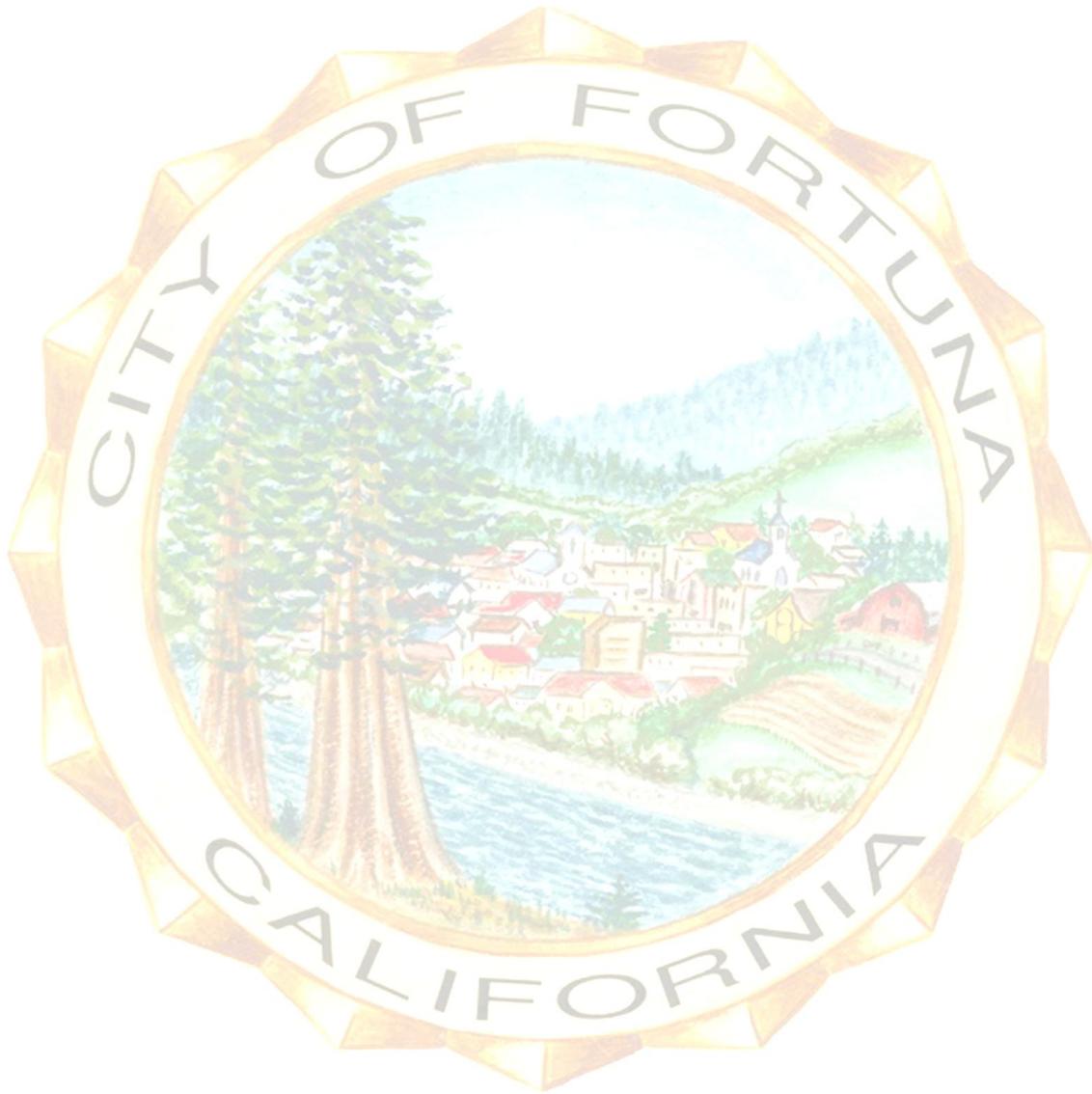


Sue Long, Mayor

ATTEST:



Linda McGill CMC, City Clerk



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