



## MEMORANDUM

Date: June 22, 2010

To: Bryan H. Montgomery, City Manager

From: Paul Abelson, Finance Director  
Jason Vogan, City Engineer

Subject: Approve Resolution Adopting the FY 2010-2011 Recommended Budget, Statement of Financial Policies, Appropriations Limit and 5 Year Capital Improvement Program (CIP) for Fiscal Years 2010-2011 through 2014-2015 and Making Findings Related Thereto

Approved and Forwarded to  
City Council

  
Bryan H. Montgomery, City Manager

---

### **Summary and Recommendation**

The City Council held a budget work session on May 25 to review and discuss the Preliminary City Fiscal Year 2010-2011 Operating and Capital Budgets, 5 Year Capital Improvement Plan (CIP) for Fiscal Years 2010-2011 through 2014-2015, and Statement of Financial Policies. The Preliminary Budget also included the City's Fiscal Year 2010-2011 Appropriations Limit calculation.

There were two items discussed during the work session that required further follow up by Staff in preparing the Recommended Budget. First, was to make adjustments that would eliminate the approximately \$7,000 shortfall identified in the Preliminary Budget. Second, was to remove references to the YMCA, as they no longer occupy the Moura property facilities.

The Recommended Budget contains these changes, as well as an updated projection of beginning fund balances for several of the capital projects funds and a correction to the Appropriations Limit for Fiscal Year 2009-2010, which is incorporated into the Fiscal Year 2010-2011 Limit calculation. The Recommended Budget, CIP, Statement of Financial Policies, and Appropriations Limit are otherwise unchanged from what was presented in May.

Total Fiscal Year 2010-2011 Recommended Appropriations by fund type are:

General Fund	\$12,320,911
Special Revenue Funds	\$8,140,951
Debt Service Funds	\$570,436
Capital Projects Funds	\$6,436,963
Internal Service Funds	\$177,250

Staff recommends the City Council adopt the Fiscal Year 2010-2011 Recommended Budget, Statement of Financial Policies, Appropriations Limit, and CIP for Fiscal Years 2010-2011 through 2014-2015. As the City Council is also serving in the role of the city's Planning Authority, Staff also recommends the City Council, as the Planning Authority of the City, adopt the City's Recommended 5 Year Capital Improvement Plan for FY's 2010-2011 through 2014-2015 and confirm the Plan is consistent with the adopted Oakley General Plan and meets the requirements of Section 65401 of the Government Code.

**Fiscal Impact**

The recommended operating and capital budgets total \$27,646,511 and are supported by estimated fiscal year 2010-2011 revenues and estimated June 30, 2010, fund balances. The attached resolution also includes authorization for the City Manager to execute documents to make a short term loan to the Redevelopment Agency for Fiscal Year 2010-2011 operations, as needed, in an amount not to exceed \$2,000,000.

**Background and Analysis**

The Recommended Fiscal Year 2010-2011 Budget provides full funding of existing programs and positions. It is the culmination of months of work by all City Departments. It puts all of the City's resources to work, emphasizes the City's priorities as outlined in its Strategic Plan.

While projected fund balances in the General Fund at July 1, 2010 exceed the City's targeted 20% reserve threshold, Staff continues to recommend no additional uses of reserves at this time. It appears wiser to determine such allocations, if appropriate, after receiving updated information concerning the State's budget and the level of Oakley assessed values for the year. The projected June 30, 2010 unreserved, undesignated fund

balance is approximately \$4.3 million, or 35% of recommended fiscal year 2010-2011 General Fund expenditures before transfers.

In preparing the Budget each year Staff provides an update on the comprehensive Statement of Financial Policies and proposes changes, if appropriate. The annual budget work session includes a brief review of what's in the Statement, an assessment of whether the City is actually complying with each policy, and any recommendations for policy changes. During this year's review, there were no suggested revisions to Staff's recommendations, other than where affected by the change in the budget eliminating the use of any fund balance, and so as compared to what was presented in May, the Statement in the Recommended Budget contains only minor changes to reflect the elimination of the use of fund balance.

Each year, the City's 5 Year CIP is presented to the Council with the Budget. The Preliminary CIP was presented to the Council and reviewed at the budget work session, and includes new appropriations of \$5,335,314. There were no suggested revisions to Staff's recommendations at that time. However, since that time Staff has received confirmation that the City has received an Energy Efficiency and Conservation Block Grant in the amount of \$168,314. The grant, which is part of the Federal stimulus package, will retrofit over 300 streetlights with light emitting diode (LED) bulbs. CIP #125, LED Streetlight Replacement has been added to the CIP. In addition, \$549,000 of additional anticipated fund balance from Fund 202 (Traffic Impact Fees) has been proposed to be programmed for CIP #113 (O'Hara Widening) and \$304,000 of additional anticipated fund balance from Fund 204 (Park Impact Fees) has been proposed to be programmed for CIP #123 (Holly Creek Park, Phase II).

State Law requires the annual calculation of the City's Appropriation (Gagn) Limit, and the City's practice is to include the annual calculation and adoption at the same time as it reviews and approves the Budget. Staff has calculated the Fiscal Year 2010-2011 Limit at \$7,467,608. The calculation shown in the Budget shows last year's adjusted Limit and the growth factors used to calculate the Fiscal Year 2010-2011 Limit.

Lastly, the Redevelopment Agency Budget is also being presented at this meeting, and it contains provision for a short-term loan from the City's General Fund to fund current year operations, to the extent needed until tax increment is received. The resolution attached includes authorization for the City Manager to execute documents to make this short-term loan to the Agency in the amount of no more than \$2,000,000.

### **Conclusion**

Staff recommends the City Council approve the attached Resolution that Adopts the Fiscal Year 2010-2011 Recommended Budget, Statement of Financial Policies, Appropriations Limit and 5 Year Capital Improvement Plan, make findings related thereto, and authorize the City Manager to execute documents for a short-term loan to the Redevelopment Agency for Fiscal Year 2010-2011 operations, as needed, in the amount of no more than \$2,000,000.

Subject: City 2010-11 Budget Adoption.

Date: June 22, 2010

Page 4 of 4

---

**Attachments**

- 1) Resolution
- 2) Recommended Budget for Fiscal Year 2010-2011
- 3) Recommended 5 Year Capital Improvement Plan for Fiscal Years 2010-2011 through 2014-2015 Expenditure Summary, Funding Summary, FY 2010-2011 Project Summary, and Revised Project Detail Sheets for Projects 113, 123 and 125 Mentioned in the Staff Report

## RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY  
TO ADOPT THE FY 2010-2011 RECOMMENDED BUDGET, STATEMENT OF  
FINANCIAL POLICIES, APPROPRIATIONS LIMIT AND 5 YEAR CAPITAL  
IMPROVEMENT PLAN (CIP) FOR FISCAL YEARS 2010-2011 THROUGH 2014-2015  
AND MAKE FINDINGS RELATED THERETO**

**WHEREAS**, the City Council is required by law to adopt a budget and appropriations limit prior to the beginning of its new fiscal year, which is July 1, 2010; and

**WHEREAS**, the City desires to annually review and adopt a 5 year Capital Improvement Plan and comprehensive Statement of Financial Policies; and

**WHEREAS**, the City Manager and Staff have developed and the City Manager has presented Preliminary Operating and Capital Budgets, Statement of Financial Policies, Proposed Appropriations Limit, and 5 Year Capital Improvement Plan; and

**WHEREAS**, that the City Council did on May 25, hold a workshop to discuss these preliminary documents and provide additional direction to the City Manager for the preparation of a final set of documents; and

**WHEREAS**, the City Manager has this day presented to the City Council for adoption a Recommended Budget document, including an updated Statement of Financial Policies, Recommended Operating and Capital Budgets, Fiscal Year 2010-2011 Appropriations Limit Calculation, and a separate Recommended 5 Year Capital Improvement Plan for Fiscal Years 2010-2011 through 2014-2015; and

**WHEREAS**, the Redevelopment Agency Budget is also proposed for adoption on this meeting's agenda, and it recommends authorizing a short term borrowing from the General fund of up to \$2,000,000 for operations during the fiscal year; and

**WHEREAS**, in order to approve that borrowing, the City Council must authorize the City Manager to execute loan documents to memorialize the loan, in the amounts sufficient to meet the Agency's needs;

**WHEREAS**, the City Council is currently serving in the role of the city's Planning Authority; and

**WHEREAS**, Section 65401 of the Government Code requires the Planning Commission of cities and counties to review any Capital Improvement Program (CIP) in their jurisdiction for conformance with the reviewing agency's adopted General Plan; and

**WHEREAS**, potentially adverse impacts of the CIP were adequately discussed in the Environmental Impact Report (EIR) for the Oakley 2020 General Plan, and project-by-project environmental assessments will be prepared when necessary; and

**WHEREAS**, the Recommended 5 Year Capital Improvement Plan for Fiscal Years 2010-2011 through 2014-2015 for the City of Oakley has been submitted and reviewed as to its conformance with the adopted Oakley General Plan by the Planning Commission; and

**WHEREAS**, the projects proposed reflect the major need for roadways, public utilities and other community facilities during the next five years in concert with anticipated growth areas as noted in the adopted General Plan.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Oakley hereby adopts the FY 2010-2011 Recommended Budget, along with the City's FY 2010-2011 Statement of Financial Policies, and FY 2010-2011 Appropriations Limit; and authorizes the City Manager to execute loan documents for a short term loan in an amount not to exceed \$2,000,000 to the City of Oakley Redevelopment Agency to fund fiscal year 2010-2011 operations.

The City Council, acting as the Planning Authority of the City, adopts the City's Recommended 5 Year Capital Improvement Plan for FY's 2010-2011 through 2014-2015 and confirms the Plan is consistent with the adopted Oakley General Plan.

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Oakley held on the 22nd day of June 2010, by Councilmember \_\_\_\_\_, who moved its adoption, which motion being duly seconded by Councilmember \_\_\_\_\_, was upon voice vote carried and the resolution adopted by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

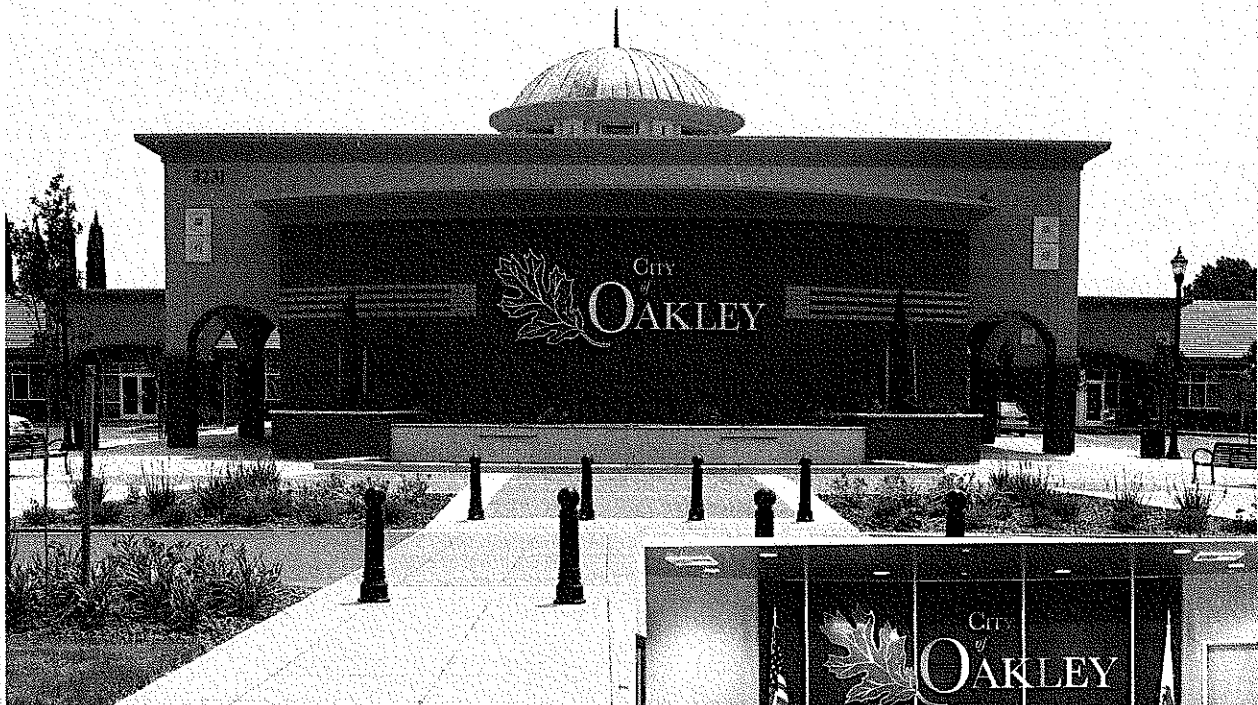
\_\_\_\_\_  
MAYOR

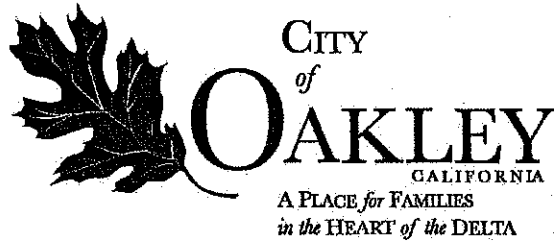
ATTEST:

\_\_\_\_\_  
CITY CLERK



**ANNUAL OPERATING AND CAPITAL BUDGET**  
**FISCAL YEAR 2010-2011**  
**Recommended for Adoption**  
**June 22, 2010**





## **CITY MANAGER'S BUDGET MESSAGE**

### **Fiscal Year 2010-2011**

#### **INTRODUCTION**

It is my pleasure to present the Fiscal Year 2010-11 Recommended Budget for your consideration. During the current fiscal year reduced discretionary revenues has meant placing a greater emphasis on activities funded by special purpose revenues, grants and other one-time funds. Our collective efforts to remain fiscally prudent continue to result in a sound and stable budget, in spite of a struggling economy. However, as diligent as we have been in making the necessary adjustments to remain in balance, we see further reductions in property tax and sales tax revenues and are recommending additional adjustments for Fiscal Year 2010-2011.

#### **ACCOMPLISHMENTS**

As a team, the City Council and all City departments play a role in accomplishing the goals and objectives outlined in the Strategic Plan. Nearly all action items that were a part the 2008-2010 Strategic Plan have been successfully completed. Just some of these include:

- Adoption of a formal Economic Development Workplan
- Approval of the Downtown Specific Plan and EIR
- Assumption of the Oakley Disposal Garbage Franchise
- Release of the Emerson Ranch EIR for public review
- Adoption of the State-required Housing Element Update
- Implementation of the City's property maintenance and rental inspection programs
- Adoption the City's new ordinance regarding Foreclosed and Abandoned Residential Properties
- Updated the City's Fee Schedule
- Developed new Park Maintenance Standards and integrated three new landscape and park maintenance contractors, as well as two new City park workers to improve program cost effectiveness.



- Rolled out the City's on-line interactive web interface Oakley On-Demand, and began the redesign of the City's website, which will include enhanced communication via Twitter and Facebook.
- Adoption of a new Sign Ordinance and held a work session towards establishing a new kiosk program for new development and way-finding signage.
- Reached agreement with the County and Fire District to collaborate on construction of a new fire station for Oakley. Issued an RFP for its design and construction anticipated with completion during Fiscal Year 2010-2011.

Capital projects completed this year include:

- Construction of the Laurel Extension Landscaping project
- Delta Road Pavement Rehabilitation
- Oakley Road Pavement Rehabilitation
- Neroly Road Pavement Rehabilitation
- Jordan Lane Storm Drain (Downtown Drainage Relief) Project
- Completion of another phase of the Citywide Street Name Sign Replacement Project
- Construction of the Creekside Park Restroom
- Completion of the Neroly and O'Hara Median Improvement Projects
- Vintage Elementary Playground Rehabilitation
- Oakley Elementary Park Restroom Rehabilitation
- Construction of the Downtown Parking Lot

### **GENERAL FUND**

This year's Preliminary Budget continues the commitment to keep City operations lean and allocate funds to the City's highest priorities: public safety, economic development, completion of capital projects, and maintenance of the City's neighborhoods, parks and roadways. In addition, we continue to look forward to the conveyance of Main Street from CalTrans to the City, currently planned for this upcoming fiscal year, which will enable us to move forward with already-identified Main Street projects.

The Budget is balanced, including estimated revenues totaling \$12,324,600, approximately \$65,000 more than Fiscal Year 2009-2010, and proposed expenditures totaling \$13,320,911, approximately \$41,000 more than currently projected for Fiscal Year 2009-2010. Revenues include an estimated 8% reduction in property taxes offset by increased franchise fees and interfund charges. Expenditures reflect a \$240,000 increase in allocations to public safety to maintain current staffing levels, offset by reductions and adjustments in other

departments, including three additional days of furloughs for all City employees, additional furloughs for selected employee classifications, increased employee contributions for pensions, and the reduction of one Accounting Technician position to attrition.

Available Fund Balance, after considering the State's Prop 1A "Loan", is expected to be approximately \$4.3 million at June 30, 2010, 35% of Fiscal Year 2010-2011 proposed expenditures. Because we are not sure of any new State takeaways and final assessed valuation numbers for the property tax, Staff recommends continuing a reserve above 20% of proposed expenditures. The 35% provides cushion and potential resources for economic development incentives, matching funds for grants, or to augment roadway maintenance expenditures, should existing sources continue to decline in the years ahead.

While the Budget is balanced, the 10-Year Plan shows that it includes a structural deficit of approximately \$162,000 being covered with one-time revenues. We anticipate this deficit will be eliminated in Fiscal Year 2011-2012, but that the overall budget will continue to be tight and may require further adjustment over the 10 year period.

### **TRANSFERS**

In prior years, the Budget included larger recurring transfers for road maintenance and for the Main Street Fund. In Fiscal Year 2009-2010, these transfers were reduced substantially, although federal stimulus grant funds made up for the reductions. For this upcoming fiscal year, the preliminary budget continues the reduced level of transfers, which represent a "real" reduction in what we planned to otherwise be recurring transfers. The Preliminary Budget includes the following transfers:

- \$50,000 to the General Capital Projects Fund for road maintenance, and
- \$50,000 to the Main Street Fund to beautify and improve Main Street.

### **GOALS AND OBJECTIVES FOR FISCAL YEAR 2010-2011**

The Strategic Plan for 2010-2012 includes an extensive list of City goals and objectives with the following areas of focus:

- Economic Development
- Planned, Quality Growth
- Traffic Safety and Capacity
- Downtown Revitalization

- Public Safety
- Parks, Streetscapes and Recreational Opportunities
- Financial Stability
- Community Outreach, Communication and Participation
- Political Leadership and Stability
- Operational Excellence

While some of the individual goals and objectives are recurring, and some were accomplished in fiscal year 2009-2010, there is more to do in the upcoming fiscal year. In addition to continuing support and emphasis on facilitating development in the East Cypress Area and commercial development in the Downtown, the Main Street corridor and the former DuPont property, the following are some of the more significant goals and objectives for Fiscal Year 2010-2011:

- Implement the City's Economic Development Workplan
- Finalize negotiations for additional affordable housing units to be offered at Carol Lane as was included in the City's Housing Element Update
- Implement AB 939 (recycling) programs: Provide Oakley residents with enhanced programs and services to increase recycling, solid waste reduction, and proper disposal of hazardous materials
- Develop an Agricultural Preservation Program for the City Council's consideration
- Complete the public hearing process for the Emerson Ranch EIR and vesting tentative map in Dutch Slough
- Complete and roll out the City's redesigned website
- Expand the Downtown Sign and Façade Improvement Program (grant and/or loan)
- Support the applications for the Oakley Generating Station and secure the passage of SB 1398 to ensure the Redevelopment Agency receives an appropriate level of revenue from the project
- Implement the Capital Improvement Program for FY 2010-2011

#### **LANDSCAPE MAINTENANCE CHALLENGE UPDATE**

We still face the challenge of better ensuring the funding of our Lighting and Landscaping District maintenance costs. While current economic conditions do not support additional assessments or taxes, existing revenues are insufficient to adequately fund these costs, including reserves for capital asset replacement.

We continue to do the best we can with the funds available; however, the current level of service in some lighting and landscape zones are not sustainable over the

long run. Staff has implemented the updated landscape maintenance standards adopted last year and a service plan that makes significant progress in resolving the issues in the short term, but we do need to determine which zones will require neighborhood discussions and begin that process. Annual spending of fund balances are depleting reserves in some funds and, without attention in the next year or two, will likely require General Fund loans or changes to service levels.

As currently presented, the Recommended Budget includes a new General Fund loan in 2010-2011 for only one zone (3-18 Country Place), and that is for approximately \$18,000. (You may recall that this is more a function of the limited number of homes in the zone rather than an inability to control facilities maintenance costs). There are existing loans in Zone 1 (City-wide Park Zone), Zone 2 (Street Lighting) and a handful of other zones that will eventually need to be repaid.

### **CAPITAL PROJECTS**

Presented separately is the detailed proposed Capital Improvement Program (CIP); some of the highest priorities reflected in the CIP include:

- Construction of the middle segment of the Main Street Downtown Realignment
- Widening of Laurel Road from O'Hara Avenue to Laurel Ballfields Park
- Completion of the Marsh Creek Restoration and Phase 2 of Creekside Park
- Widening of Main Street from Highway 160 through the Bridgehead /Neroly intersection
- Widening of O'Hara Avenue from Cypress to Laurel and Laurel to Carpenter
- Widening of Empire Avenue from Laurel to Carpenter
- O'Hara/Cypress Signalization
- Frontage improvements in various locations along Main Street
- Installation of a sewer line in Sandy Lane
- Construction of outfall structure and pipeline for the Live Oak Detention Basin
- Construction of a new Fire Station at O'Hara Avenue and La Vina
- Construction of the Neroly Road Westerly Extension.

All of the estimated funding for these projects is included in the Preliminary Budget.

### STIMULUS FUNDS

While our federal COPs Grant request was not approved last fiscal year, we continue to work with the County and Program staff to include a request for funds to pay the majority of costs for two additional police officers in this year's awards (if awarded, the City would receive estimated grant funds totaling \$780,000 over 3 years). If received, the grant funding will cover a large share of the officers' salary and benefits costs each year.

We were successful this year in obtaining an Energy Conservation grant that will be used to retrofit more than 300 of the City's streetlights to LED lighting, which will reduce the annual electricity usage cost for these lights by about 50%. We also continue to partner in providing workforce development opportunities for youth through the County Workforce Development Board and County Office of Education.

### CONCLUSION

These are indeed challenging times, and while the City remains financially sound, we must remain vigilant in our efforts to manage our affairs wisely. While we do not know how long the economic downturn will continue, Oakley's vision remains firm in our minds and we are more determined than ever to make that vision reality.

Our commitment as Oakley's public servants is to provide each person we serve with exemplary service, and that to accomplish this we strive to be polite, professional and progressive in all that we do. As always, each day our efforts remain focused on making Oakley a great place to live, work, and play, today and tomorrow.

Respectfully submitted,



Bryan H. Montgomery  
City Manager



## TABLE OF CONTENTS

<b>COMMUNITY PROFILE .....</b>	<b>3</b>
<b>ELECTED OFFICIALS &amp; CITY MANAGEMENT TEAM .....</b>	<b>5</b>
<b>CITY ORGANIZATIONAL CHART .....</b>	<b>7</b>
<b>BUDGET STRATEGIES AND FINANCIAL POLICIES .....</b>	<b>9</b>
<b>STATEMENT OF FINANCIAL POLICIES .....</b>	<b>10</b>
GENERAL FINANCIAL GOALS .....	10
OPERATING BUDGET POLICIES .....	10
REVENUE POLICIES .....	12
EXPENDITURE POLICIES .....	13
CAPITAL BUDGET IMPROVEMENT BUDGET POLICIES .....	13
OTHER CAPITAL IMPROVEMENT POLICIES .....	14
SHORT-TERM DEBT POLICIES .....	14
LONG-TERM DEBT POLICIES .....	15
RESERVE POLICIES .....	16
INVESTMENT POLICIES .....	18
ACCOUNTING, AUDITING & FINANCIAL REPORTING POLICIES .....	19
GRANT FUNDING POLICIES .....	21
HUMAN CAPITAL INVESTMENT POLICIES .....	21
APPROPRIATIONS CONTROL .....	22
<b>BUDGET SCHEDULE .....</b>	<b>23</b>
<b>ALL FUNDS SUMMARY .....</b>	<b>25</b>
<b>POSITION ALLOCATION SUMMARY .....</b>	<b>27</b>
<b>GENERAL FUND ESTIMATED REVENUES .....</b>	<b>29</b>
PROPERTY TAXES .....	30
SALES TAX .....	30
MOTOR VEHICLE IN LIEU FEES .....	31
OTHER TAXES .....	31
DEVELOPMENT FEES .....	32
INTERFUND CHARGES FOR SERVICES .....	33
OVERALL ANALYSIS OF GENERAL FUND REVENUES .....	33
<b>GENERAL FUND PROPOSED EXPENDITURES .....</b>	<b>35</b>
<b>ANIMAL CONTROL .....</b>	<b>37</b>
CITY COUNCIL .....	38
CITY CLERK .....	39
CITY ATTORNEY .....	41
CITY MANAGER .....	43
COMMUNITY OUTREACH .....	45
FINANCE .....	47



HUMAN RESOURCES .....	49
INFORMATION TECHNOLOGY .....	51
NON-DEPARTMENTAL.....	53
MAINTENANCE CUSTODIAN.....	55
ECONOMIC DEVELOPMENT .....	57
BUILDING & CODE ENFORCEMENT.....	59
POLICE.....	63
COMMUNITY DEVELOPMENT .....	67
PUBLIC WORKS/ ENGINEERING/MAINTENANCE & PARKS .....	71
<b>RECREATION.....</b>	<b>81</b>
<b>TRANSFERS .....</b>	<b>85</b>
<b>SPECIAL REVENUE FUNDS .....</b>	<b>87</b>
COMMUNITY FACILITIES DISTRICT #1 (CYPRESS GROVE).....	87
YOUTH DEVELOPMENT GRANT FUND .....	87
LIGHTING AND LANDSCAPING DISTRICT .....	88
ROAD MAINTENANCE FUNDS .....	99
STORM WATER PROGRAM FUND .....	101
POLICE SERVICE FUNDS .....	102
DEVELOPER DEPOSITS FUNDS.....	103
<b>DEBT SERVICE FUNDS.....</b>	<b>105</b>
<b>CAPITAL PROJECTS FUNDS .....</b>	<b>107</b>
<b>INTERNAL SERVICE FUNDS.....</b>	<b>117</b>
<b>AGENCY FUNDS.....</b>	<b>121</b>
<b>10 YEAR PLAN.....</b>	<b>125</b>
<b>CONTRACTS ANALYSIS .....</b>	<b>133</b>
<b>APPROPRIATIONS LIMIT .....</b>	<b>137</b>
<b>GLOSSARY OF BUDGET TERMINOLOGY .....</b>	<b>139</b>

## COMMUNITY PROFILE



The City of Oakley, incorporated in July 1999, is one of California's youngest cities. Residents enjoy a charming area with an abundant housing supply, quality schools, and a friendly atmosphere that truly make Oakley, "A Place for Families in the Heart of the Delta."

Oakley is located in Eastern Contra Costa County, along Highway 4, in a corridor that also includes the cities of Pittsburg, Antioch and Brentwood, with proximity to the Mount Diablo State Recreation Area, California San Joaquin Delta, and access to the many amenities of the San Francisco Bay Area.

Today a landscape of gently rolling fields, orchards, and vineyards gives us a glimpse of Oakley's agricultural past. From a quiet Delta farming town, Oakley has blossomed into a growing community of landscaped parks, abundant recreational opportunities, shopping centers, and planned business and commercial development.

Oakley's 35,646 residents enjoy a progressive community that is rich in history, supports strong family values, and offers a high quality of life. Our residents take pride in being part of a City that is building a prosperous future for generations to come.







## **ELECTED OFFICIALS & CITY MANAGEMENT TEAM**

### **- CITY COUNCIL -**

Pat Anderson, Mayor

Jim Frazier, Vice Mayor

Bruce Connelley, Councilmember

Carol Rios, Councilmember

Kevin Romick, Councilmember

### **- MANAGEMENT TEAM -**

Bryan Montgomery, City Manager

Chris Thorsen, Chief of Police/Assistant City Manager

Paul Abelson, Finance Director

Rebecca Willis, Community Development Director

Brent Smith, Building Official

Jason Vogan, City Engineer

Nancy Ortenblad, City Clerk

Derek Cole, City Attorney

**This page intentionally left blank.**



**CITIZENS OF OAKLEY**

**CITY COUNCIL**  
*Pat Anderson, Jim Frazier,  
 Bruce Connelley, Carol Rios, Kevin Romick*

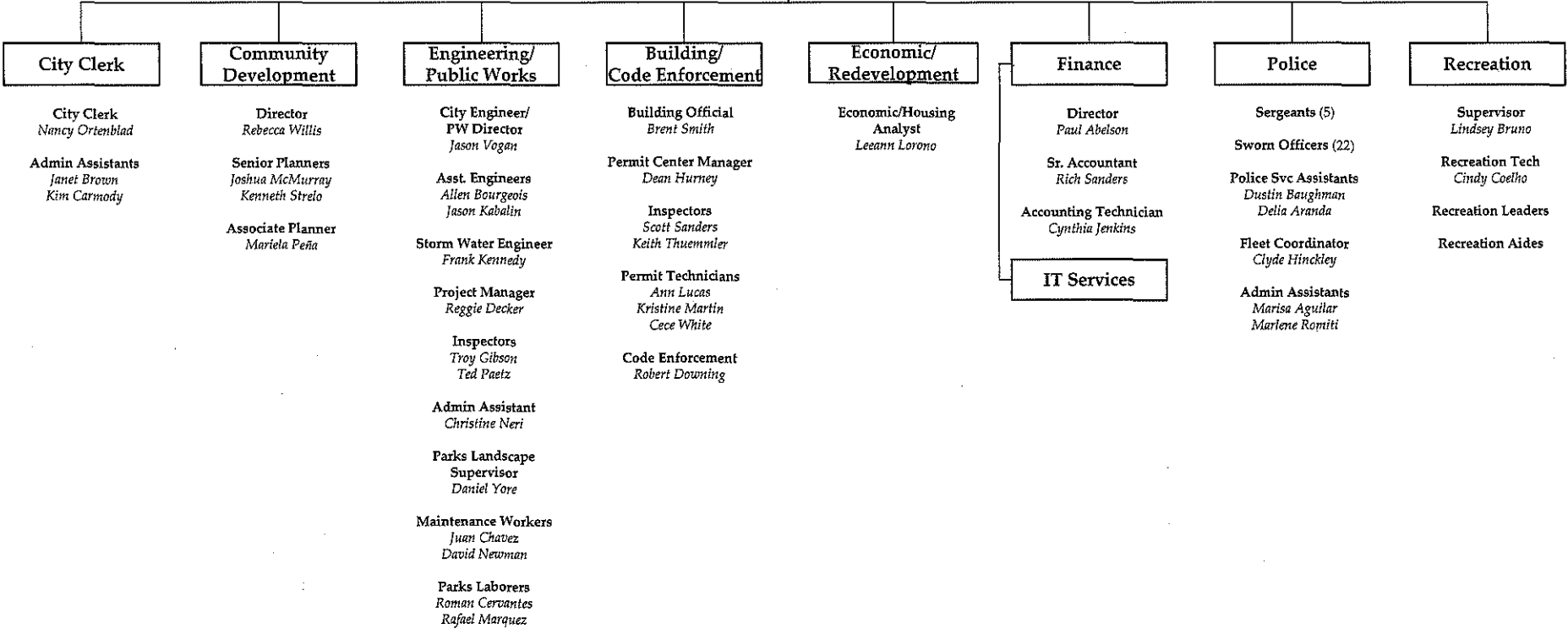
**CITY ATTORNEY**  
*Derek Cole*

**CITY MANAGER**  
*Bryan Montgomery*

**ASST CITY MGR/  
 CHIEF OF POLICE**  
*Chris Thorsen*

**Special Counsel**  
*William Galstan*  
  
**Paralegal**  
*Libby Vreonis*

**Asst. to the City Manager**  
*Cecelia Nichols-Fritzler*  
  
**Maintenance Custodian**  
*Frank Zuno*





## BUDGET STRATEGIES AND FINANCIAL POLICIES

The City Council provides long-term policy guidance for conducting the City's financial activities through its Statement of Financial Policies. These strategies and policies are presented to the Council with the intent they be reviewed each year to meet the following strategic objectives:

### BUDGET STRATEGIES

- **Strategic focus** – The City's financial management should be strategic, reflecting the Council's and the community's priorities for service while providing resources that realistically fund routine operations. The City Council and Staff participate in annual strategic planning sessions which results in an updated Strategic Planning Document. The Budget is intended to implement the City's Strategic Plan.
- **Fiscal control and accountability** – The City's financial activities should be fiscally sound and accountable to the City Council through the City Manager.
- **Clarity** – The City's financial planning and reporting should be clear and easy to understand so that all participants, the Council, the community and Staff can make informed decisions.
- **Long-term Planning** – The City's financial planning should emphasize multi-year horizons to promote long-term planning of resource use.
- **Flexible and cost effective responses** – The City's financial management practices should encourage a mission-driven organization that responds to community demands quickly and in a straight forward manner. The City's management should flexibly respond to opportunities for better service, proactively manage revenues and cost-effectively manage ongoing operating costs.
- **Staffing philosophy** – The City Council desires to retain a mix of contract and permanent staff in order to ensure a cost effective and flexible service delivery system. A core group of City employees create the oversight and administrative guidance necessary for contractual staff. Annually, the City Manager will review with the City Council his/her recommendations regarding the ratio for the number of contract employees to total Staff.



The following Statement of Financial Policies includes the City's policies, an assessment of whether the City is in compliance with each one and space for any comments or recommended changes to the policies.

## STATEMENT OF FINANCIAL POLICIES

### GENERAL FINANCIAL GOALS

	In Compliance?	Comments
To maintain a financially viable City that can maintain an adequate level of municipal services.	Yes	
To maintain financial flexibility in order to be able to continually adapt to local and regional economic changes.	Yes	
To maintain and enhance the sound fiscal condition of the City.	Yes	

### OPERATING BUDGET POLICIES

The City Council will adopt a balanced budget by June 30 of each year.	Yes	
The City Manager will submit a budget calendar to the City Council no later than January 15th of each year.	Yes	
An annual base operating budget will be developed by verifying or conservatively projecting revenues and expenditures for the current and forthcoming fiscal year.	Yes	
During the annual budget development process, the existing base budget will be thoroughly examined to assure removal or reduction of any services or programs that could be eliminated or reduced in cost.	Yes	
Current revenues will be sufficient to support current operating expenditures (i.e. recurring expenditures will not exceed recurring revenues). One-time or unpredictable revenues will be used for one-time expenditures (including capital and reserves).	No	While the Recommended budget includes an operating surplus of approximately

		<p>\$3,000. It includes the use of \$162,000 in one-time revenues to pay recurring operating expenses.</p>
<p>Annual operating budgets will provide for adequate design, construction, maintenance and replacement of the City's capital plant and equipment.</p>	<p>No</p>	<p>Some of our Lighting and Landscaping District Park zones do not yet have sufficient funds to set aside amounts to ensure enough will be available for asset replacement when needed. In many zones, we are making progress; a few however remain unable to set aside sufficient funds.</p>
<p>The purchase of new or replacement capital equipment with a value of \$25,000 or more and with a useful life of two years or more will require Council approval.</p>	<p>Yes</p>	

<p>The City will project its equipment replacement needs for the next three years and will update this projection each year. From this projection a replacement schedule will be developed, funded, and implemented.</p>	<p>Yes</p>	
<p>The City will avoid budgetary and accounting procedures which balance the current budget at the expense of future budgets.</p>	<p>Yes</p>	
<p>All proposed increased appropriations of general purpose revenues, General Fund reserves, or that transfer appropriations between funds during the year shall be presented to the City Council for approval. Amendments to that are made to authorize spending of increased or new special purpose revenues may be approved by the City Manager.</p>	<p>Yes</p>	
<p>The City will forecast its General Fund expenditures and revenues for each of the next 10 years and will update this forecast at least annually.</p>	<p>Yes</p>	

## REVENUE POLICIES

<p>The City will work to develop a diversified and stable revenue system to protect it from short-term fluctuations in any one revenue source.</p>	<p>Yes</p>	
<p>User fees will be adjusted annually to recover the full cost of services provided, except when the City Council determines that a subsidy from the General Fund is in the public interest.</p>	<p>Yes</p>	
<p>The City will seek, and with Council approval, apply for all possible Federal and State reimbursement for mandated projects and/or programs and Federal and State grant monies for City programs and projects.</p>	<p>Yes</p>	
<p>Capital improvements will be financed primarily through user fees, service charges, impact fees, or developer agreements when benefits can be specifically attributed to users of the facility. For projects financed with debt, the</p>	<p>Yes</p>	





<p>fees, charges, and/or contractual payments shall be established at a level sufficient to fund the project in its entirety, including the repayment of principal and interest on amounts borrowed. The City will consider future operations and maintenance costs as part of each project's financing plan and ensure that funding sources are identified to properly operate and maintain the improvements when constructed.</p>		
---	--	--

**EXPENDITURE POLICIES**

<p>The City will maintain a level of expenditures which will provide for the public well-being and safety of the residents of the community.</p>	<p>Yes</p>	
<p>Purchases shall be approved as described in the City's Municipal Code; more specifically:  Purchases for more than \$5,000 shall be supported by a Purchase Order approved by the Finance Director and City Manager, and;  Purchases for more than \$25,000 shall be approved by City Council.</p>	<p>Yes</p>	

**CAPITAL BUDGET IMPROVEMENT BUDGET POLICIES**

<p>The City will make all capital improvements in accordance with an adopted and funded capital improvement program.</p>	<p>Yes</p>	
<p>The City will develop an annual Five-Year Plan for Capital Improvements, including sections for CIP design, development, implementation, and operating and maintenance costs.</p>	<p>Yes</p>	
<p>The City will identify the estimated capital and ongoing operations and maintenance costs, potential funding sources and project schedule for each capital project proposal before it is submitted to the Council for approval.</p>	<p>Yes</p>	



<p>The City will coordinate development of the annual capital improvement budget with the development of the operating budget. All costs for internal professional services needed to implement the CIP will be included in the operating budget for the year the CIP is to be implemented.</p>	<p>Yes</p>	
<p>The Capital Budget will be based on the CIP, and each project's unused appropriations at each year-end will be automatically rolled over to the subsequent year, until the project is completed. Additions to project funding plans require Council approval. Changes that do not increase funding levels may be approved by the City Manager.</p>	<p>Yes</p>	
<p>Cost tracking for components of the CIP will be implemented and updated quarterly to ensure project completion within budget and established timelines.</p>	<p>Yes</p>	
<p>The Council will review the pavement management program each year at budget time and will seek to supplement Gas Tax and Measure J street maintenance funding and other resources to adequately fund the program.</p>	<p>Yes</p>	
<p>City Impact Fees shall be used to fund the direct and indirect costs associated with capital projects identified in the City's impact fee studies.</p>	<p>Yes</p>	

**OTHER CAPITAL IMPROVEMENT POLICIES**

<p>Design of capital improvements shall consider long-term cost efficiency and be based on standards that minimize construction costs while assuring acceptable useful life and reduce maintenance requirements.</p>	<p>Yes</p>	
--	------------	--

**SHORT-TERM DEBT POLICIES**

<p>The City may use short-term debt to cover temporary or emergency cash flow shortages. All short-term borrowing will be subject to Council approval by ordinance or resolution.</p>	<p>Yes</p>	
---	------------	--



<p>The City may issue interfund loans in lieu of outside debt instruments to meet short-term cash flow needs. Such loans will be permitted only if an analysis of the lending fund indicates excess funds are available and the use of these funds will not impact its current operations. The prevailing interest rate, as established by the Finance Director, will be paid to the lending fund, and such loan shall be approved by the City Council, documented by a memorandum signed by the City Manager and filed with the Finance Department and City Clerk.</p>	<p>Yes</p>	
---	------------	--

**LONG-TERM DEBT POLICIES**

<p>The City will confine normal long-term borrowing to capital improvement projects it is unable to fund from current revenues in time to meet community needs or where a fiscal analysis shows that a significant benefit would accrue from building sooner at current prices and at current interest rates.</p>	<p>Yes</p>	
<p>When the City issues City long-term debt, it will employ a professional financial advisor to assist the City in obtaining the best possible outcomes in terms of planning, sizing, underwriting, insuring, and presentation of the City's plans and position to bond rating agencies and the public. The City will also employ the services of qualified bond counsel and, as appropriate, disclosure counsel.</p>	<p>Yes</p>	
<p>When the City issues assessment debt, it will work cooperatively with the project area Developers to identify an appropriate and acceptable financing team to obtain the best possible outcomes for the City and its citizens, and ensure compliance with all legal requirements.</p>	<p>Yes</p>	



<p>The City projects that the Community Parks assessment program will, over time, be sufficient to pay for ongoing costs and repay General Fund advances (loans); but that until further development occurs in the City, the General Fund may make such advances to the Community Parks program to cover operating shortfalls. All such advances will be approved by City Council.</p>	<p>Yes</p>	
<p>Where possible, the City will use special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.</p>	<p>Yes</p>	
<p>Proceeds of long-term debt will not be used for current ongoing operations.</p>	<p>Yes</p>	
<p>The City may pledge General Fund revenues to facilitate debt; however, all debt will be supported by a dedicated revenue source identified prior to issuance that is expected to be sufficient to make the required debt service payments.</p>	<p>Yes</p>	

**RESERVE POLICIES**

<p>The City will maintain General Fund Emergency reserves at a level at least equal to 20% of general fund operating expenditures. The primary purpose of this reserve is to protect the City's essential service programs and funding requirements during periods of economic downturn (defined as a recession lasting two or more years) or other unforeseen catastrophic costs not covered by the Contingency Reserve.</p>	<p>Yes</p>	
<p>A Contingency Reserve will be budgeted each year for non-recurring unanticipated expenditures or to set aside funds to cover known contingencies with unknown costs.</p>	<p>Yes</p>	
<p>The level of the Contingency Reserve will be established as needed but shall not be less than 2% of General Fund operating expenditures.</p>	<p>Yes</p>	

<p>The City will establish an account to accumulate funds to be used for payment of accrued employee benefits for terminated employees. By June 30, 2009, and thereafter, the accumulated amount in the reserve will equal the projected payout of accumulated benefits requiring conversion to pay on retirement for employees then eligible for retirement. (This is so there are funds to pay out accumulated benefits requiring conversion to pay on termination).</p>	<p>Yes</p>	
<p>Claims Reserves will be budgeted at a level which, together with purchased insurance, adequately protects the City. The City will maintain a reserve of two times its deductibles for those claims covered by the insurance pool of which the City is a member (currently the Municipal Pooling Authority of Northern California). In addition, the City will perform an annual analysis of past claims not covered by the pool, and reserve an appropriate amount to pay for uncovered claims.</p>	<p>Yes</p>	
<p>The City will establish a Vehicle and Equipment Replacement Reserve Fund for the accumulation of funds for the replacement of worn and obsolete vehicles and other capital equipment. By June 30, 2008, and thereafter, the accumulated amount in the reserve will equal at least 50% of the accumulated depreciation on the City's books for these assets, plus any amounts necessary to ensure the City's ability to replace them when they reach the end of their useful lives. Network and Computer replacement will be gauged using a 3 year lifecycle.</p>	<p>Yes</p>	



<p>The City will seek to build and maintain a Facilities Maintenance Capital Asset Reserve for capital costs associated with the maintenance of all City building facilities. The reserve will be maintained at a level at least equal to projected five year facilities maintenance capital costs.</p> <p>Park operating funds shall budget annual capital replacement costs and use them to fund reserves for future equipment replacement and resurfacing needs.</p>	<p>Yes</p>	<p>Although some park zones do not have enough revenues to fund adequate reserves.</p>
<p>The City will seek to build and maintain a Storm Drain Depreciation Reserve for costs associated with the major maintenance and capital improvement costs included in the Storm Drain program budget. The minimum reserve level will be 50% of the costs projected over the next five years.</p>	<p>Yes</p>	
<p>The City will establish a Reserve for Qualifying Expenditures and will transfer into it from current revenues all amounts necessary to ensure compliance with Gann Limit provisions. These funds will be used solely to pay for Gann Limit excludable capital expenditures. To qualify, they must be for assets having a value greater than \$100,000 and having a useful life of at least 10 years.</p>	<p>Yes</p>	

**INVESTMENT POLICIES**

<p>The City Manager and Finance Director will annually submit an investment policy to the City Council for review and adoption, and shall provide the Council with quarterly investment reports.</p>	<p>Yes</p>	
<p>The Finance Director will invest the City's monies in accordance with applicable laws and adopted investment policies and direct the investment of bond or note monies on deposit with a trustee or fiscal agent in accordance with the applicable indenture or issuance documents.</p>	<p>Yes</p>	



The City will maintain liquid assets at a level sufficient to pay at least six months operating expenses.	Yes	
---	-----	--

**ACCOUNTING, AUDITING & FINANCIAL REPORTING POLICIES**

The City's accounting and financial reporting systems will be maintained in accordance with generally accepted accounting principles and standards of the Governmental Accounting Standards Board.	Yes	
A capital asset system will be maintained to identify all City assets, their condition, historical and estimated replacement costs, and useful life. All equipment with a cost of \$5,000 or more and a useful life of more than two years, and all buildings, improvements and infrastructure with a cost of \$50,000 or more and a useful life of more than two years will be capitalized and included in the system. While asset purchases and disposals will be tracked and accounted for each year, unless otherwise needed, vehicles and office equipment will be inventoried and infrastructure assets will be subject to an internal audit, every 3 years on a rotating cycle, with each category reviewed in turn.	Yes	

<p>Fixed Assets shall be accounted for using the following useful lives:          Buildings – 40 years          Improvements – 5-15 years          Machinery &amp; Equipment – 5 years          Vehicles – 5 years          Roadways:          Streets (Includes Pavement, Sidewalk, Curb &amp; Gutters, Trees &amp; Signs) – 40 years          Traffic Signals – 25 years          Street Lights – 40 years          Bridges – 100 years          Parks &amp; Recreation:          General Improvements – 25 years          Specialty features – 10 years</p>	<p>Yes</p>	
<p>The Finance Department will prepare monthly reports for the City Manager and Department Heads so that they may effectively evaluate their financial performance.</p>	<p>Yes</p>	
<p>A Mid-Year Budget Review, assessing the status of both operating and capital activities and recommending appropriate mid-year adjustments, will be submitted to the City Council and made available to the public in February each year.</p>	<p>Yes</p>	





An annual audit will be performed by an independent public accounting firm with the subsequent issue of an official Comprehensive Annual Financial Report, including an audit opinion.	Yes	
Full and continuing disclosure will be provided in the City's financial statements and bond representations.	Yes	
The City will build and maintain a good credit rating in the financial community.	Yes	

**GRANT FUNDING POLICIES**

The City will remain current on available local, state, and federal grant funding and seek to make the most of grant opportunities for both operations and capital projects.	Yes	
The City will establish accounting procedures to support the tracking of grant funds and their use and for the timely administration of grant programs.	Yes	
Grants that the City makes to others will be such that the City retains control of funds sufficient to ensure their use is consistent with grant specifications. This is expected to be accomplished by limiting grant disbursements to reimbursements or for the City to pay agreed upon costs directly on behalf of the Grantee, all of which should be outlined in a grant agreement approved by the Council.	Yes	

**HUMAN CAPITAL INVESTMENT POLICIES**

The City will invest in its employees by maintaining a compensation structure that is based on market norms, considers internal alignment and equity among various groups of employees, supports and recognizes innovation and exceptional performance, and fosters teamwork within the organization.	Yes	
---	-----	--



## **APPROPRIATIONS CONTROL**

In addition to the Statement of Financial Policies above, the Council has established the following policy regarding Appropriations Control:

### **Appropriations requiring Council action are:**

- Appropriation of reserves, except replacement reserves
- Transfers between funds
- Appropriations of any unassigned revenues (unassigned revenues are those revenues that are not associated with a particular business or service unit)

### **Appropriations requiring City Manager action are:**

- Transfer within a fund or department
- Appropriation of unbudgeted assigned revenues – assigned revenues support a specific business or service unit and allow expansion or contraction of that unit in response to demand.
- Appropriation of replacement reserves

Appropriations of fiscal resources are approved by the City Council and managed by the City Manager



## BUDGET SCHEDULE FY 2010-2011 BUDGET

<b>Date</b>	<b>Function</b>
<b>January 18</b>	<i>2010-11 Budget Instructions Distributed</i>
<b>February 9</b>	<i>FY 2009-10 Midyear review with City Council</i>
<b>Week of February 15</b>	<i>Finance Available for Budget System Training to anyone needing assistance.</i>
<b>February 18</b>	<i>Kickoff work on LLD Engineer's Report</i>
<b>March 2</b>	<i>City Council Strategic Planning Session</i>
<b>Week of March 8</b>	<i>City Manager Discussions with DH's individually, as needed</i>
<b>March 16, 5pm</b>	<i>2010-11 Department Goals due to City Manager &amp; Finance Director 2010-11 Operating Budgets due to Finance Director 2010-11 Final CIP Requests due to City Engineer</i>
<b>March 17-31</b>	<i>Finance &amp; Engineering Review Period</i>
<b>April 1-14</b>	<i>City Manager Review Period</i>
<b>April 15-23</b>	<i>City Manager Reviews with DH's individually, as needed</i>
<b>April 24</b>	<i>2009-10 Departmental Accomplishments Due to City Manager &amp; Finance Director</i>
<b>April 24-May 17</b>	<i>Preparation of Proposed Budgets, CIP and presentation</i>
<b>May 17 &amp; 18</b>	<i>Prepare Proposed City, RDA &amp; CIP Budget documents for distribution</i>
<b>May 18</b>	<i>Proposed City, RDA &amp; CIP Budget distributed to Council and Staff</i>
<b>May 25</b>	<i>Budget Work Sessions</i>
<b>June 22</b>	<i>Public Hearings and Budget Adoptions</i>



**Recommended Budget  
All Funds Summary**

<u>Fund #</u>	<u>Fund Name</u>	<u>Estimated Available Resources July 1, 2010</u>	<u>Estimated Revenues 2010/11</u>	<u>Recommended Expenditures 2010/11</u>	<u>Estimated Available Resources July 1, 2011</u>
100	General Fund	4,291,000	12,324,600	12,320,911	4,294,689
110	Comm Facilities Dist #1 (Cypress Grove)	746,000	256,150	206,483	795,667
123	Youth Development Fund	-	67,500	67,500	-
132	Park Landscaping Zn 1 (Comm Parks)	(484,000)	958,492	874,259	(399,767)
133	LLD Zone 2 (Streetlighting)	11,000	283,123	287,100	7,023
140	Gas Tax Fund	228,000	866,320	1,074,883	19,437
145	Stormwater NPDES	638,000	470,000	467,500	640,500
148	Measure J	720,000	447,000	1,134,883	32,117
150	Police P-6 Fund	-	2,185,000	2,185,000	-
151	Police SLESF Fund	-	200,000	200,000	-
170	LLD Vintage Parkway	29,000	73,772	58,945	43,827
171	LLD Oakley Ranch	51,000	26,746	18,661	59,085
172	LLD Empire	51,000	4,934	2,861	53,073
173	LLD Oakley Town Center	47,000	11,191	9,736	48,455
174	LLD Oak Grove	(1,000)	28,525	27,041	484
175	LLD Laurel Woods/Luna Estates	48,000	7,868	4,115	51,753
176	LLD South Forty	17,000	9,905	9,805	17,100
177	LLD Claremont	11,000	7,678	7,605	11,073
178	LLD Gateway	111,000	19,360	17,846	112,514
179	LLD Countryside (Village Green)	8,000	2,700	2,565	8,135
180	LLD Country Fair ( Meadow Glen)	(12,000)	5,423	3,978	(10,555)
181	LLD California Sunrise	46,000	3,702	2,120	47,582
182	LLD California Visions (Laurel)	70,000	12,500	7,267	75,233
183	LLD Claremont Heritage	116,000	48,740	7,572	127,168
184	LLD Country Fair (Meadow Glen II)	20,000	120,060	133,540	6,520
185	LLD Sundance	15,000	9,010	8,933	15,077
186	LLD Calif Jamboree (Laurel Anne)	312,000	104,684	120,420	296,264
187	LLD Country Place	(19,000)	27,725	45,882	(37,157)
188	LLD Laurel Crest	208,000	88,600	86,031	210,569
189	LLD Marsh Creek Glen	368,000	78,264	36,974	409,290
190	LLD Quail Glen	48,000	24,113	28,500	43,613
191	Cypress Grove	155,000	220,278	217,142	158,136
192	South Oakley	119,000	312,051	288,014	143,037
193	Stone Creek	120,000	600	-	120,600
194	Magnolia Park	143,000	480,083	369,392	253,691
195	Summer Lakes	383,000	101,074	128,398	355,676
201	General Capital Projects	203,000	220,814	220,814	203,000
202	Traffic Impact Fee Fund	2,285,000	550,000	2,728,863	106,137
204	Park Impact Fee Fund	823,000	203,000	915,000	111,000
205	Childcare Impact Fee Fund	944,000	4,000	948,000	-
206	Public Facilities Impact Fee Fund	374,000	414,500	584,936	203,564
207	Reserve for Qualifying Expenditures	-	-	-	-
208	Fire Impact Fees Fund	60,000	122,350	182,350	-
209	Proposition 1B Fund	-	474,000	474,000	-
211	WW Parks Grant	-	-	-	-
231	Main Street Fund	330,000	53,000	383,000	-
301	Developer Deposits Fund	-	409,390	409,390	-
351	2006 COPs Debt Svc Fund	59,000	570,436	570,436	59,000
501	Equipment Replacement Fund	928,000	286,000	174,250	1,039,750
502	Capital Facilities Mtc and Replacement Fund	277,000	2,000	3,000	276,000
621	AD 2004-1 Debt Svc Fund	69,000	1,191,909	1,187,409	73,500
622	AD 2006-1 Debt Svc Fund	75,376	789,666	789,666	75,376

[The page contains extremely faint and illegible text, likely bleed-through from the reverse side of the document. The text is too light to transcribe accurately.]

**2010-11 Position Allocation Summary**

	Position	Status	City of Oakley FTE	Contract FTE	Total FTE
<b>City Council</b>					
	Mayor	Employee	1.00		1.00
	Vice Mayor	Employee	1.00		1.00
	Councilmember	Employee	3.00		3.00
	<b>Total City Council Staffing:</b>		<b>5.00</b>		<b>5.00</b>
<b>Building &amp; Code Enforcement</b>					
	Building Official	Contract		1.00	1.00
	Permit Center Manager	Contract		0.60	0.60
	Building Inspector	Contract		2.00	2.00
	Permit Technician	Contract		2.50	2.50
	Code Enforcement Officer	Contract		1.00	1.00
	<b>Total Building/Code Enforcement Staffing:</b>			<b>7.10</b>	<b>7.10</b>
<b>City Attorney</b>					
	City Attorney	Contract		0.25	0.25
	Special Counsel	Contract		0.25	0.25
	Paralegal	Employee	1.0		1.00
	<b>Total City Attorney Staffing:</b>		<b>1.0</b>	<b>0.5</b>	<b>1.5</b>
<b>City Clerk</b>					
	City Clerk	Employee	0.80		0.80
	Administrative Assistant	Employee	1.75		1.75
	<b>Total City Clerk Staffing:</b>		<b>2.55</b>		<b>2.55</b>
<b>City Manager</b>					
	City Manager	Employee	1.00		1.00
	Assistant City Manager	Employee	0.25		0.25
	Assistant to the City Manager	Employee	1.00		1.00
	<b>Total City Manager Staffing:</b>		<b>2.25</b>		<b>2.25</b>
<b>Community Outreach</b>					
	Public Information Coordinator	Employee	0.25		0.25
	<b>Total Community Outreach Staffing</b>		<b>0.25</b>		<b>0.25</b>
<b>Community Development</b>					
	Community Development Director	Employee	1.00		1.00
	Senior Planner	Employee	2.00		2.00
	Associate Planner	Employee	1.00		1.00
	<b>Total Community Development Staffing:</b>		<b>4.00</b>		<b>4.00</b>
<b>Economic/Redevelopment</b>					
	Economic Development/Housing Analyst	Employee	1.00		1.00
	<b>Total Economic/Redevelopment Staffing:</b>		<b>1.00</b>		<b>1.00</b>
<b>Finance</b>					
	Finance Director	Employee	1.00		1.00
	Senior Accountant	Employee	1.00		1.00
	Accounting Technician	Employee	1.00		1.00
	<b>Total Finance Department Staffing:</b>		<b>3.00</b>		<b>3.00</b>
<b>Human Resources</b>					

*The Office of the City Manager provides administrative oversight of the Human Resources Division*

2010-11 Position Allocation Summary					
	Position	Status	City of Oakley FTE	Contract FTE	Total FTE
<b>Information Technology</b>					
		Contract		0.50	0.50
	<b>Total Information Technology Staffing:</b>			<b>0.50</b>	<b>0.50</b>
<b>Janitorial</b>					
	Maintenance Custodian	Employee	0.625		0.625
	<b>Total Janitorial Staffing:</b>		<b>0.625</b>		<b>0.625</b>
<b>Public Works and Engineering</b>					
	City Engineer/Public Works Director	Contract		1.00	1.00
	Assistant Engineer	Contract		2.00	2.00
	CIP Project Manager	Contract		1.00	1.00
	Public Works Inspector	Contract		2.00	2.00
	Storm Water Program Coordinator	Contract		0.50	0.50
	Administrative Assistant	Contract		1.00	1.00
	<b>Total Public Works/Engineering Contract:</b>			<b>7.50</b>	<b>7.50</b>
	Parks & Landscape Supervisor	Employee	1.00		1.00
	Public Works Maintenance Worker	Employee	1.00		1.00
	Landscape Maintenance Worker	Employee	1.00		1.00
	Parks Laborer	Employee	2.00		2.00
	<b>Total Public Works/Engineering Employees:</b>		<b>5.00</b>		<b>5.00</b>
	<b>Total Public Works/Engineering Staffing:</b>				<b>12.50</b>
<b>Police</b>					
	Chief	Contract		1.00	1.00
	Sergeants	Contract		5.00	5.00
	Officers	Contract		22.00	22.00
	<b>Total Police Department Contract:</b>			<b>28.00</b>	<b>28.00</b>
	Administrative Assistant	Employee	1.25		1.25
	Fleet Technician	Employee	0.50		0.50
	Police Services Assistant	Employee	2.00		2.00
	<b>Total Police Department Employees:</b>		<b>3.75</b>		<b>3.75</b>
	<b>Total Police Department Staffing:</b>				<b>31.75</b>
<b>Recreation</b>					
	Recreation Supervisor	Employee	1.00		1.00
	Recreation Technician	Employee	1.00		1.00
	Recreation Leader (Seasonal)	Employee	2.40		2.40
	Recreation Aide (Seasonal)	Employee	0.96		0.96
	<b>Total Recreation Division Staffing</b>		<b>5.36</b>		<b>5.36</b>
	<b>Total Contract Employees</b>				<b>43.60</b>
	<b>Total City Employees:</b>				<b>33.79</b>
	<b>Total Position Allocation Summary</b>				<b>77.39</b>

\*In FY 2009-10 employees were furloughed for 18 days

\*\*The 2010-11 Budget includes 22 furlough days

\*\*\*The 2010-11 Budget includes four positions that will have an additional furlough day per month

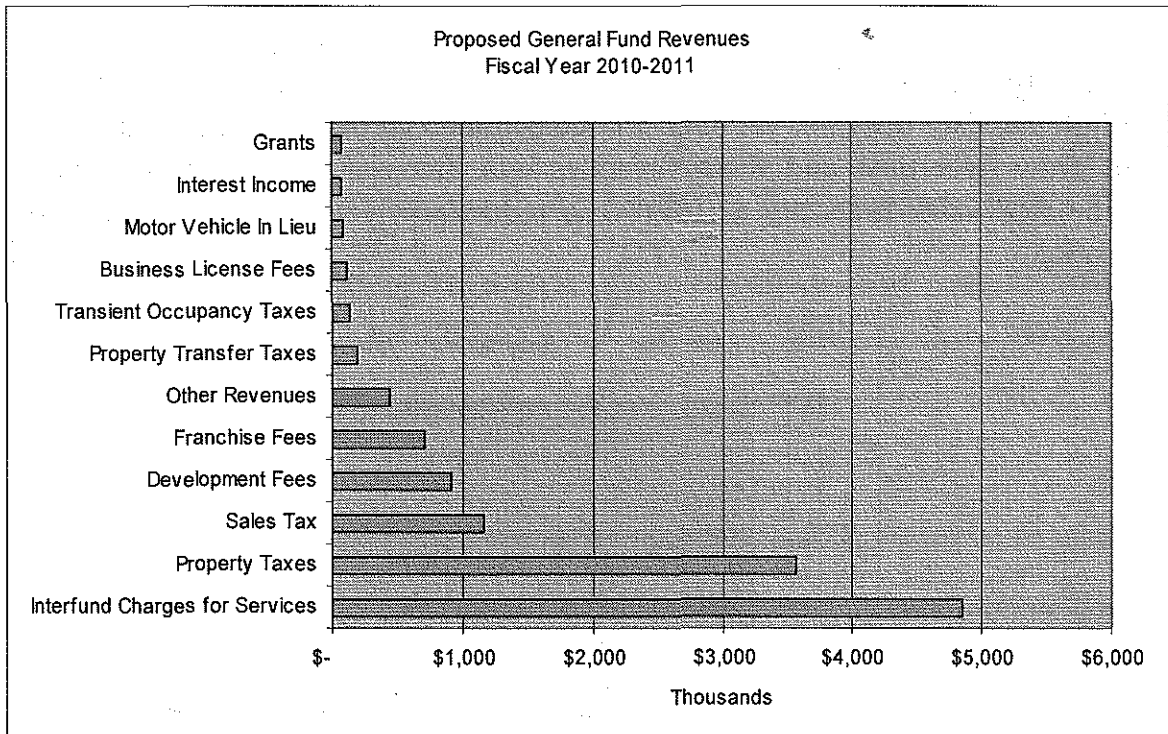




## GENERAL FUND ESTIMATED REVENUES FY 2010-2011

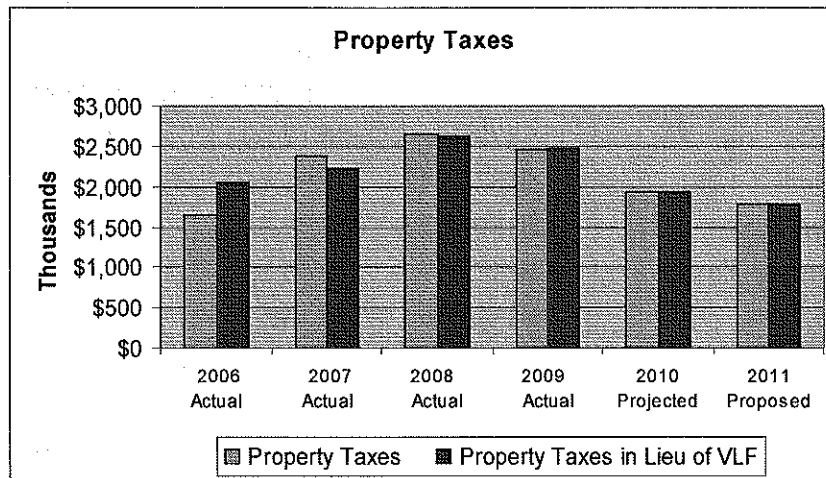
Revenue	Actual 2007-2008 Revenues	Actual 2008-2009 Revenues	Projected 2009-2010 Revenues*	Recommended 2010-2011 Revenues*
Interfund Charges for Services	\$3,781,110	\$4,004,737	\$4,483,000	\$4,849,000
Property Taxes	\$5,283,170	\$4,939,140	\$3,873,000	\$3,563,000
Sales Tax	\$1,616,952	\$1,465,822	\$1,215,000	\$1,168,000
Developer Fees	\$1,953,327	\$1,188,801	\$1,082,000	\$917,000
Franchise Fees	\$472,192	\$517,892	\$537,000	\$707,000
Other Revenues	\$487,134	\$491,469	\$465,000	\$439,000
Property Transfer Taxes	\$189,947	\$195,360	\$185,000	\$185,000
Transient Occupancy Taxes	\$217,399	\$163,657	\$140,000	\$140,000
Business License Fees	\$111,946	\$116,696	\$115,000	\$115,000
Motor Vehicle in Lieu	\$149,908	\$121,323	\$128,000	\$95,000
Interest Income	\$558,323	\$280,096	\$100,000	\$75,000
Grants	\$6,566	\$48,416	\$34,000	\$71,000

\*2009-10 and 2010-11 data rounded to thousands



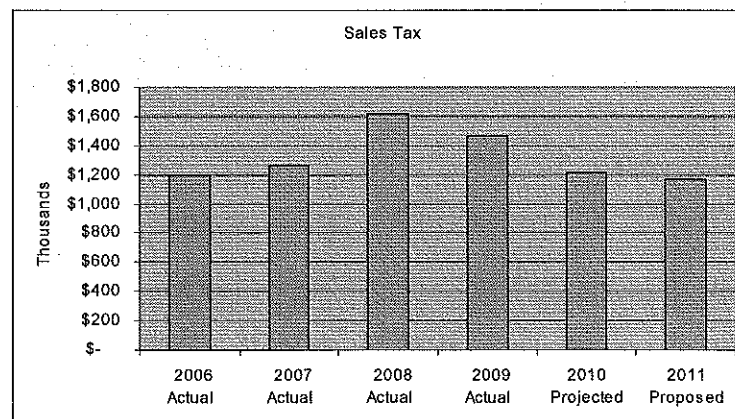
## PROPERTY TAXES

The City receives two significant types of property taxes: 1) the City's share of 1% Property Taxes collected by the County; and, 2) Property Tax In Lieu Of Vehicle License Fees. Both are driven primarily by changes in assessed values. Estimates for fiscal year 2010-2011 anticipate citywide assessed value reductions and reflect Property Tax revenues 8% less than in FY 2009-2010. The budget includes estimated 1% Property Taxes totaling \$1,778,000 and Property Taxes In Lieu Of Vehicle License Fees totaling \$1,785,000.



## SALES TAX

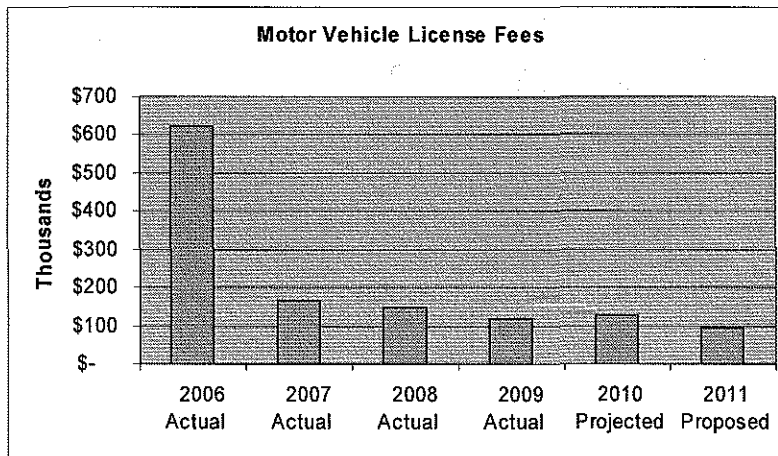
The City receives a share of sales taxes where the point of sale is located in the City. While the City does not yet have a large commercial base, business activity is expected to grow over time and these revenues will increase. For fiscal year 2010-2011, the estimated sales taxes are \$1,168,000, a reduction over 2009-2010 due to the current economy.





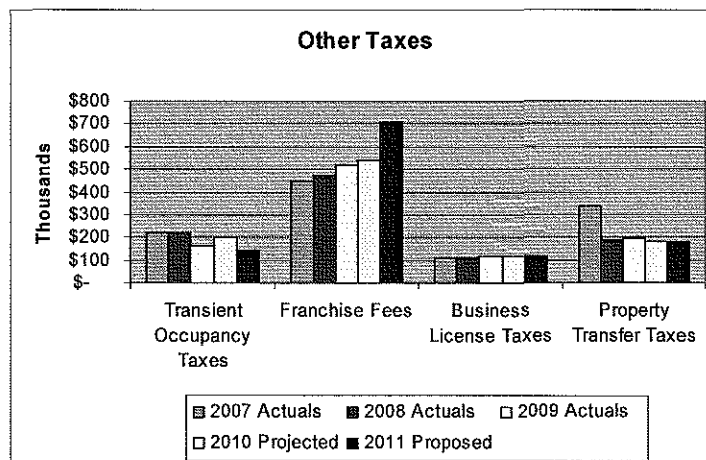
## MOTOR VEHICLE IN LIEU FEES

The City continues to receive a share of the now permanently reduced Vehicle License Fees. Beginning in 1999, the City received a “super allocation” of these funds. State law requires that new cities receive these additional allocations to fund their startup expenses and begin building a reserve for the future. After Oakley completed its seventh year of existence, it was no longer eligible to receive the additional super allocation of these revenues. Estimated fiscal year 2010-2011 Motor Vehicle in Lieu revenues are expected to be \$95,000, which is less than in FY 2009-2010, reflecting higher State administration fees.



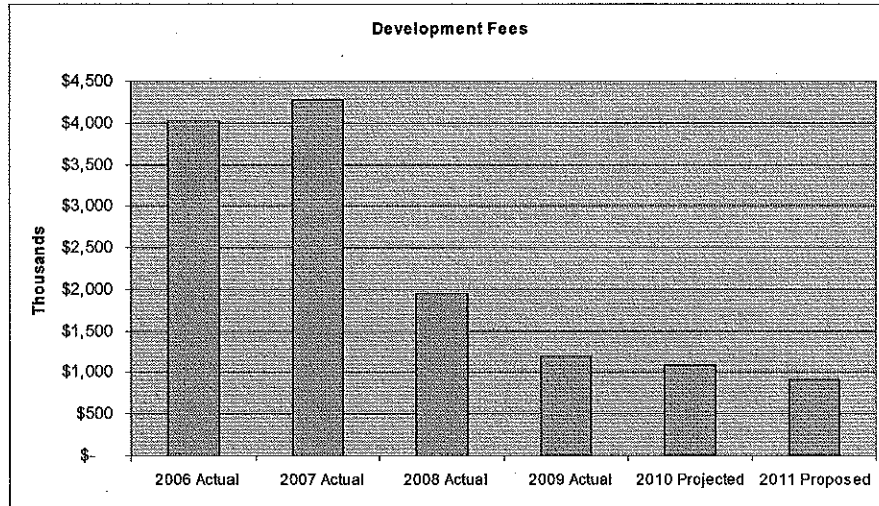
## OTHER TAXES

In addition to the above Taxes, the City collects a Transient Occupancy (Hotel) Tax, Utility Franchise Fees, Property Transfer Taxes, and Business License Taxes. For fiscal year 2010-2011, estimated total Other Taxes are \$1,147,000, which includes increased franchise fee revenues.



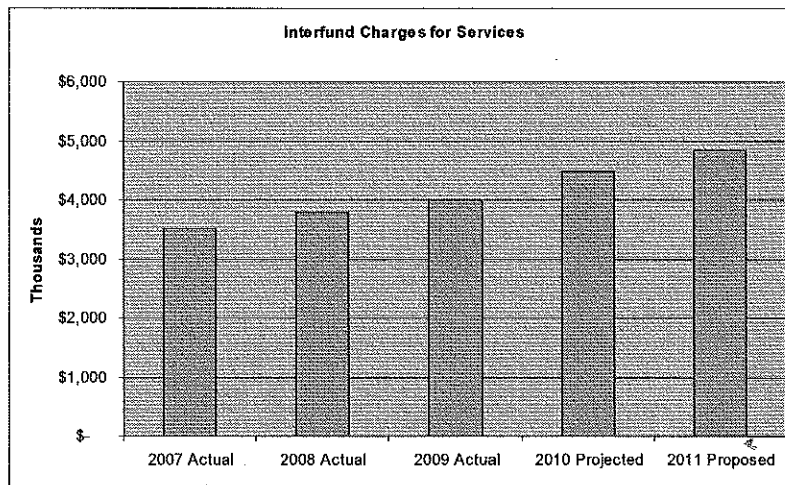
## DEVELOPMENT FEES

Development Fees consist primarily of building permits, plan review, and administrative fees. For fiscal year 2010-2011, estimated Development Fees total \$917,000 reflecting the expectation of continued slower development and builders' recent emphasis on constructing smaller homes.



## INTERFUND CHARGES FOR SERVICES

Interfund Charges for Services is the largest revenue of the City. More than one-third of the Fiscal Year 2010-2011 General Fund revenues are cost recoveries for activities funded by impact fees, developer application fees, special taxes, assessments and other special purpose revenues. For fiscal year 2010-2011, estimated Interfund Charges for Police Services total approximately \$2.5 million, for Engineering Services approximately \$1.4 million, for Public Works Maintenance \$147,000, for Planning Services \$166,000, for Legal Services \$40,000, for Parks Maintenance Services \$300,000, and for Other Services \$273,000.



## OVERALL ANALYSIS OF GENERAL FUND REVENUES

While overall revenues continue to be less than recent years, the impacts continue to be driven by lower property taxes and reduced development activity, both of which are expected to gradually increase again when the economy improves. (At all times the focus remains on controlled spending and ensuring that funds are used cost effectively to serve the citizen's highest priorities.)



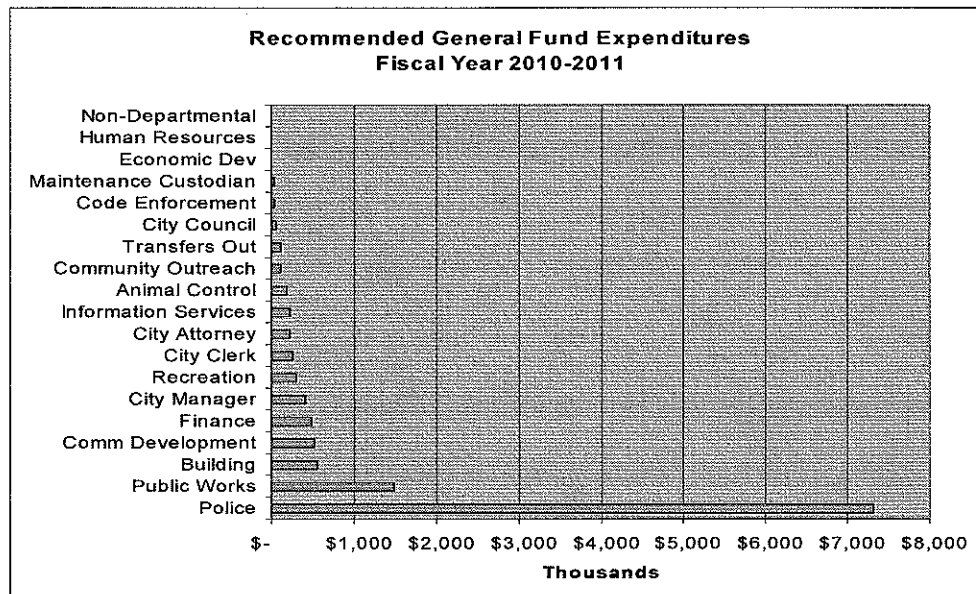


# GENERAL FUND PROPOSED EXPENDITURES

FY 2010-2011

Department	Actual 2007-2008 Expenditures	Actual 2008-2009 Expenditures	Projected 2009-2010 Expenditures*	Recommended 2010-2011 Expenditures*
Police	\$6,642,409	\$7,039,655	\$7,075,000	\$7,317,000
Public Works	\$1,590,911	\$1,490,284	\$1,500,000	\$1,480,000
Building	\$1,197,710	\$749,125	\$689,000	\$560,000
Community Development	\$654,519	\$579,757	\$525,000	\$528,000
Finance	\$631,549	\$615,382	\$601,000	\$477,000
City Manager	\$421,350	\$462,323	\$461,000	\$404,000
Recreation	\$409,579	\$444,454	\$368,000	\$294,000
City Clerk	\$262,657	\$290,248	\$247,000	\$264,000
City Attorney	\$306,542	\$486,975	\$234,000	\$225,000
Information Services	\$210,301	\$245,000	\$229,000	\$219,000
Animal Control	\$122,111	\$151,872	\$168,000	\$183,000
Community Outreach	\$104,358	\$164,178	\$111,000	\$116,000
Transfers Out	\$4,480,398	\$2,215,000	\$75,000	\$103,000
City Council	\$66,997	\$50,260	\$52,000	\$60,000
Code Enforcement	\$23,866	\$11,747	\$30,000	\$35,000
Maintenance Custodian			\$16,000	\$27,000
Economic Development	\$32,195	\$29,672	\$18,000	\$16,000
Human Resources	\$39,097	\$11,634	\$13,000	\$14,000
Non-Departmental	\$(392,739)	\$(446,237)	\$(151,416)	\$0

\*2009-10 & 2010-11 data rounded to thousands









## DEPARTMENT DETAIL

The following pages review each of the proposed Department budgets with a summary discussion of program description, staffing, and objectives for fiscal year 2010-2011:

### ANIMAL CONTROL

#### Program Costs and Revenues

The City contracts with Contra Costa County for Animal Control services. The costs are funded entirely by General Fund revenues.

#### Program Description

Animal control services patrol the City's streets and respond to public health and safety calls concerning animals in the City. The County Animal Services Department provides the service and access to its animal shelter facility in Martinez.

#### Staffing Summary

The County Animal Services Department provides all staffing for an annual per capita charge. There is no City staff allocated to this function.

#### Program Changes

There are no significant program changes for fiscal year 2010-2011. The County has increased its charge from \$5.26 to \$5.31 per capita.

ANIMAL CONTROL			
2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
\$122,111	\$151,872	\$168,478	\$183,026



## CITY COUNCIL

### Program Costs and Revenues

The City Council's costs are funded entirely by General Fund.

### Program Description

The Council is the legislative body of the City and is, in essence, the City's "Board of Directors." The Council establishes the City's laws and policies and provides policy direction to the City Manager.

### Staffing Summary

The Council is made up of five elected members. The City Manager, who directs the day-to-day operations of the City, and the City Attorney, are accountable directly to the Council.

### Program Changes

None

CITY COUNCIL				
USE OF FUNDS	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Personnel Services	\$20,820	\$22,585	\$25,557	\$33,607
Services	\$44,625	\$25,817	\$25,000	\$25,000
Supplies	\$1,552	\$1,859	\$1,000	\$1,000
<b>Total</b>	<b>\$66,997</b>	<b>\$50,261</b>	<b>\$51,557</b>	<b>\$59,607</b>

CITY COUNCIL STAFFING	
Mayor	1
Vice-Mayor	1
Councilmembers	3
<b>Total City Council Staffing</b>	<b>5</b>



## CITY CLERK

### **Program Costs and Revenues**

All City Clerk costs are part of City Administration. Revenue is generated for the General Fund through the passport acceptance program.

### **Program Description**

The City Clerk's Office coordinates the distribution of meetings packets for the City Council, Redevelopment Agency and Public Financing Authority, records the proceedings of those meetings and processes approved documents such as resolutions, ordinances, minutes and contracts; maintains the City Seal; coordinates municipal elections; advertises and coordinates City Council appointments; maintains and protects the official records of the City; coordinates the records management program; maintains the Municipal Code; administers the Fair Political Practices Commission's regulations; maintains Statements of Economic Interest and Campaign Disclosure Statements submitted by public officials and staff; processes claims against the City; receives and opens sealed bids for public projects; provides a passport acceptance agent and notary services.

### **Staffing Summary**

The City Clerk's Office consists of one full-time and two part-time staff: The City Clerk and two Administrative Assistants.

### **Program Objectives**

The City Clerk's Office will deliver high-quality agenda packets for City Council, Redevelopment Agency, and Public Financing Authority meetings and will accomplish all meeting follow-up activities in a timely manner; implement the citywide records scanning program; assist elected officials and staff with their filing obligations under the State's regulations and the City's Local Conflict of Interest Code; coordinate implementation of records destruction procedures in accordance with the City's Records Retention Schedule, including coordinating one records "purging day"; process claims for damages against the City; participate in receiving and opening bids for public



projects; process appeals for Administrative Citations; participate in the State Department's Passport Acceptance Agents Program; identify and implement cost-saving measures within the department; coordinate processes with the Contra Costa County Elections Department to conduct the General Municipal election in November 2010; train staff in election process; assist candidates through the election process; and refine internal processes to improve the function of City Clerk's office.

### Program Changes

None

<b>CITY CLERK</b>				
<b>USE OF FUNDS</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Projected</b>	<b>2010-2011 Recommended</b>
Personnel Services	\$227,985	\$235,982	\$211,808	\$208,138
Services	\$34,064	\$53,859	\$34,078	\$55,174
Supplies	\$608	\$407	\$900	\$950
<b>Total</b>	<b>\$262,657</b>	<b>\$290,248</b>	<b>\$246,786</b>	<b>\$264,262</b>

<b>CITY CLERK STAFFING</b>	
City Clerk	.8
Administrative Assistant	1.75
<b>Total City Clerk Staffing</b>	<b>2.55</b>



## CITY ATTORNEY

### **Program Costs and Revenues**

The City Attorney's costs shown in the General Fund are part of City Administration. A portion of the department costs are expected to be recovered through interfund charges to development services and redevelopment related funds.

### **Program Description**

The City Attorney works closely with the City Manager and his staff to carry out the Council's goals. The City Attorney directs and manages the work of the City Attorney's Office. The City Attorney's Office provides legal services, advice, and representation to the Mayor, City Council, City Manager, and City departments.

The City Attorney's Office represents the City's interest in lawsuits filed against or on behalf of the City, its officers, employees, and agencies in administrative venues, before boards and commissions, and in the state and federal court system. The City Attorney's Office assists in the investigations of claims for damages filed against the City and defends the City's interests when necessary.

The City Attorney's Office similarly provides legal advice in the areas of land use, personnel, elections, conflicts of interest, and economic development, among others. Services include drafting and reviewing contracts, ordinances, resolutions, and other documents, as well as legal research. The City Attorney also provides counsel to and attends meetings of the City Council, and special committees (as required).

### **Staffing Summary**

The City contracts for City Attorney services and employs a full-time paralegal.



## Program Objectives

- Assist with code enforcement, amortization of nonconforming uses, and related redevelopment efforts.
- Assist with major public works projects and advising staff on acquisition of necessary right-of-ways.
- Manage the City's outside counsel and assist in various litigation matters.
- Review and update the Municipal Code, as needed.
- Assist staff on legal issues related to land use and development throughout the City.
- Promptly advise each department of legal implications of proposed actions and of permissible alternatives when legal restrictions arise.
- Administer the City Attorney's Office in a cost-effective manner.
- Participate in existing and new City programs and assist in their successful completion.
- Research and draft Public, Educational, Government (PEG) fee ordinance.
- Research and draft Parolee Group Homes ordinance.

## Program Changes

None

<b>CITY ATTORNEY</b>				
<b>USE OF FUNDS</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Projected</b>	<b>2010-2011 Recommended</b>
Personnel Services	\$250,887	\$397,246	\$86,030	\$83,480
Services	\$53,466	\$89,729	\$147,588	\$141,208
Capital Outlay	\$2,189			
<b>Total</b>	<b>\$306,542</b>	<b>\$486,975</b>	<b>\$233,618</b>	<b>\$224,688</b>

<b>CITY ATTORNEY STAFFING</b>	
City Attorney	.5
Special Counsel	.5
Paralegal	1
<b>Total City Attorney Staffing</b>	<b>2.0</b>



## CITY MANAGER

### **Program Costs and Revenues**

The City Manager's Office is a part of City Administration with a portion of its budget attributable to the oversight and support of the Oakley Redevelopment Agency and the City's Economic Development program.

### **Program Description**

The City Manager is responsible for the administration and oversight of Oakley's municipal operations, including the Redevelopment Agency involving coordination of organizational programs and activities; development and management of operating and capital budgets, fiscal planning, selection of personnel; disseminating public information, encouraging civic engagement and community participation; and facilitating the implementation of the City's short and long-term economic development strategies. The City Manager's Office also provides direct administrative oversight for the City's Human Resources activities, Recreation, Janitorial, Community Outreach and Economic Development.

Under the policy direction of the City Council and through implementation of the Council's policies and legislative actions, the City Manager is responsible for ensuring that the City Council is provided with information and recommendations regarding policies that are being considered for implementation. The City Manger's Office also provides administrative support to the City Council in its legislative role within the organization as well as its activities with other agencies.

### **Staffing Summary**

The proposed budget includes the City Manager, the Assistant City Manager, and the Assistant to the City Manager.



## Program Objectives

- Lead City organization to the completion of the goals and objectives of the City of Oakley Strategic Plan 2010-12.

## Program Changes

There are no proposed program changes for the City Manager's Office. The City Manager's Office will continue to provide direct oversight for the Economic Development Department and the Recreation Division.

<b>CITY MANAGER</b>				
<b>USE OF FUNDS</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Projected</b>	<b>2010-2011 Recommended</b>
Personnel Services	\$366,587	\$410,859	\$420,601	\$365,402
Services	\$54,763	\$51,465	\$40,789	\$38,779
Supplies			\$50	\$50
<b>Total</b>	<b>\$421,350</b>	<b>\$462,324</b>	<b>\$461,440</b>	<b>\$404,231</b>

<b>CITY MANAGER STAFFING</b>	
City Manager	1
Assistant City Manager	.25
Assistant to the City Manager	1
<b>Total City Manager Staffing</b>	<b>2.25</b>





## COMMUNITY OUTREACH

### Program Description

The City Manager's Office administers the activities of Community Outreach. Community Outreach includes the contract with Len Simon and Co. for legislative support in Washington D.C., the funding for the *Oakleaf*, Oakley's community newsletter, a recycling grant, community event and program sponsorship, the contract with Contra Costa County for library services, and general community promotions.

### Staffing Summary

The proposed budget includes a less than part-time Public Information Coordinator.

### Program Objectives

- Establish and Maintain Effective Press/Media Relationships
- Increase Citizen Participation at community-wide events
- Monitor and Update City Website Information (*new website design Summer 2010*)
- Provide oversight of "Oakley On Demand" Promote City eNews/List Serve
- Support City Newsletter Program "The Oak Leaf" with email subscriptions and at least quarterly publications

COMMUNITY OUTREACH				
USE OF FUNDS	2007-2008	2008-2009	2009-2010	2010-2011
	Actual	Actual	Projected	Recommended
Personnel Services			\$56	\$4,446
Services	\$100,745	\$164,082	\$110,544	\$111,647
Supplies	\$3,613	\$96	\$750	
<b>Total</b>	<b>\$104,358</b>	<b>\$164,178</b>	<b>\$111,350</b>	<b>\$116,093</b>

COMMUNITY OUTREACH STAFFING	
Public Information Coordinator	.25
<b>Total Community Outreach Staffing</b>	<b>.25</b>





## FINANCE

### **Program Costs and Revenues**

Most Finance Department costs are part of City Administration. Some of the costs are recovered as direct charges and some as a part of the city overhead added to Parks, Planning, and Engineering staffs hourly rates charged to developers and special revenue funds. A small amount of Finance Department costs are recovered through impact fee program and bond administration fees.

### **Program Description**

The Finance Department provides support services citywide with the goal of intelligent and prudent financial management. Department activities include Treasury and Debt Management; Accounting for Payroll; Accounts payable; General Ledger; Capital Projects and Grant Accounting; Financial Reporting, Budget Development and Management; Long-Term Planning; Purchasing; Billing and Collections; Business License Administration; and Risk Management.

### **Staffing Summary**

The Finance Department consists of three full-time staff: The Finance Director, a Senior Accountant and an Accounting Technician.

### **Program Objectives**

The primary operating objectives for the department for fiscal year 2010-2011 are to maintain and improve the financial and procedural infrastructure appropriate for performing the City's financial functions and support the many ongoing City and Redevelopment Agency special projects. There are no significant changes to the Department's objectives.

### **Program Changes**

The department will reconstruct operations to deliver its core services with one fewer staff member.



<b>FINANCE</b>				
<b>USE OF FUNDS</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Projected</b>	<b>2010-2011 Recommended</b>
Personnel Services	\$464,008	\$489,014	\$490,732	\$370,519
Services	\$167,267	\$126,071	\$110,053	\$106,003
Supplies	\$274	\$298	\$250	\$250
<b>Total</b>	<b>\$631,549</b>	<b>\$615,383</b>	<b>\$601,035</b>	<b>\$476,772</b>

<b>FINANCE STAFFING</b>	
Finance Director	1
Senior Accountant	1
Accounting Technician	1
<b>Total Finance Staffing</b>	<b>3</b>



## HUMAN RESOURCES

### **Program Costs and Revenues**

The Human Resources Division is part of City Administration and costs come from the General Fund.

### **Program Description**

Human Resources primary role is to support the City of Oakley organization by providing services related to human resources management.

The Human Resources Department administers and maintains official records including personnel files, personnel action authorizations, employee benefits, citywide rules, regulations, and policies. In addition, the Human Resources Division administers the City's personnel merit and compensation system, workers' compensation program, employee relations, and equal employment opportunity programs.

The Human Resources Department also assures that the City has fair and equitable policies and procedures that are uniformly interpreted and implemented; and assures that all recruitment, hiring, placements, transfers and promotions are based on individual qualifications for the position filled. The Human Resources Division will also provide employees with opportunities for technical training and professional development.

### **Staffing Summary**

The Assistant to the City Manager and the City Manager provide oversight for Human Resources within the organization.

### **Program Objectives**

The Human Resources division will continue to seek the most cost effective health insurance benefits; evaluate and update job descriptions and conduct desk audits as



needed; promote professional development training opportunities; and continue partnering with the Municipal Pooling Authority in support of the City's Loss Control and Wellness Programs.

### Program Changes

Staff will continue to develop a fiscally responsible cost reduction strategy that will allow the City to remain competitive in recruiting and retaining valuable employees while allowing for long-term fiscal sustainability for the City. Staff is currently investigating options that best meet the goal of reducing costs while retaining our ability to remain competitive. Staff will gather the majority of information needed to make informed decisions through compensation surveys of other California governmental agencies and through a valuation of the City's defined benefit plan with the pension actuary at CalPERS.

<b>HUMAN RESOURCES</b>				
<b>USE OF FUNDS</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Projected</b>	<b>2010-2011 Recommended</b>
Personnel Services	\$22,448	\$3,329	\$4,910	\$5,500
Services	\$16,546	\$8,280	\$8,143	\$8,100
Supplies	\$103	\$25	\$360	\$250
<b>Total</b>	<b>\$39,097</b>	<b>\$11,364</b>	<b>\$13,413</b>	<b>\$13,850</b>

<b>HUMAN RESOURCES STAFFING</b>	
City Manager's Office	None



## INFORMATION TECHNOLOGY

### **Program Costs and Revenue**

All Information Technology Department costs are part of City Administration. Some of the costs are recovered as a part of the City overhead added to Parks, Planning, and Engineering staff hourly rates charged to developers and special revenue funds.

### **Program Description**

The Information Technology Department provides support services citywide with the goal of providing on-demand network availability for City Staff, and timely troubleshooting when problems arise. Department activities are primarily network maintenance and support, and strategic planning consulting related to managing and maintaining the City's network.

### **Staffing Summary**

The Information Technology Department is supervised by the Finance Director, and staffed by Antai Solutions, a private contractor. Antai has staff at the City Offices 16 hours per week, and manages the City's network 24/7.

### **Program Objectives**

The primary operating objectives for the department for fiscal year 2010-2011 are unchanged: To provide outstanding network support, and assist the City in planning related to its networks.

### **Program Changes**

There are no significant operating changes for fiscal year 2010-2011



<b>INFORMATION SYSTEMS</b>				
<b>USE OF FUNDS</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Projected</b>	<b>2010-2011 Recommended</b>
Services	\$140,011	\$150,408	\$147,988	\$148,355
Supplies	\$564	\$715	\$1,000	\$1,000
Capital Outlay	\$69,726	\$93,877	\$80,070	\$69,320
<b>Total</b>	<b>\$210,301</b>	<b>\$245,000</b>	<b>\$229,058</b>	<b>\$218,675</b>

<b>INFORMATION TECHNOLOGY DEPARTMENT STAFFING</b>	
<b>Total Contracted Staff – Antai Network Services</b>	<b>0.50</b>





## NON-DEPARTMENTAL

### **Program Costs and Revenues**

All Non-Departmental costs are part of City Administration and are allocated to City departments. Some of the costs are recovered as a part of the city overhead added to Parks, Planning, and Engineering staff's hourly rates charged to developers and special revenue funds. The Non-Departmental budget includes central services and supplies, depreciation and replacement cost amounts transferred to the Equipment and Vehicle Replacement and Building Replacement and Maintenance internal service funds, an annual set aside for merit increases (not applicable again this year) and a City Manager Contingency Fund.

### **Program Description**

There is no program in the Non-Departmental budget unit. This budget is for costs better managed on a citywide basis, such as office supplies, utilities, storage space rentals, copier costs, insurance, web page maintenance costs, telephone services and transfers to the City's internal service funds.

### **Staffing Summary**

The Non-Departmental budget unit is managed by the Finance Director and City Manager.

### **Program Objectives**

The objectives related to the Non-Departmental budget are unchanged: to monitor and manage these citywide costs, and seek out opportunities to get the best value for each public dollar spent.

### **Program Changes**

There are no program changes.



<b>NON-DEPARTMENTAL</b>				
<b>USE OF FUNDS</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Projected</b>	<b>2010-2011 Recommended</b>
Personnel Services	\$63,020	\$68,733	\$80,740	\$43,680
Services	\$291,410	\$326,735	\$460,684	\$547,748
Supplies	\$93,470	\$84,595	\$74,700	\$63,850
Capital Outlay	\$3,189			
Transfers Out	\$510,000	\$364,000	\$237,000	\$279,000
Interdepartmental Allocations	(1,353,828)	(1,290,300)	(1,004,540)	(934,278)
<b>Total</b>	<b>\$(392,739)</b>	<b>\$(446,237)</b>	<b>\$(151,416)</b>	<b>\$0</b>

<b>NON-DEPARTMENTAL STAFFING</b>	
<b>None</b>	



## MAINTENANCE CUSTODIAN

### Program Costs and Revenues

The Maintenance Custodian is a part of City Administration and all costs are funded by the General Fund.

### Program Description

The Maintenance Custodian is responsible for the cleanliness and general maintenance of City buildings.

### Staffing Summary

The proposed budget includes one maintenance custodian at an average of 25 hours per week or .625 of full-time equivalency.

### Program Objectives

- Keep assigned areas and City buildings in a clean, neat, and orderly condition; perform minor building maintenance work; and to perform related work as required.

### Program Changes

There are no proposed program changes for the Maintenance Custodian.

<b>Maintenance Custodian</b>				
<b>USE OF FUNDS</b>	<b>2007-2008</b>	<b>2008-2009</b>	<b>2009-2010</b>	<b>2010-2011</b>
	<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Recommended</b>
Personnel Services			\$15,522	\$24,398
Services				\$2,678
<b>Total</b>			<b>\$15,522</b>	<b>\$27,076</b>

<b>MAINTENANCE CUSTODIAN STAFFING</b>	
Maintenance Custodian	.625
<b>Total Maintenance Custodian Staffing</b>	<b>.625</b>





## ECONOMIC DEVELOPMENT

### Program Costs and Revenues

The Economic Development budget represents only a portion of the investment of taxes and general fund resources in marketing activities and materials to attract businesses to the City and generate additional sales, property, and transient occupancy related tax revenue. While many of the City's Departments and the Oakley Redevelopment Agency perform work that supports the overall Economic Development of the City, the amounts budgeted here are primarily related to the City's marketing efforts. It is expected that as the City grows and has more to offer visitors, allocations to this function will increase accordingly.

### Program Description

The Economic Development Element of the City's General plan includes the following goals:

- Retain existing businesses and expand Oakley's economic base
- Establish a diverse and balanced local economy
- Remove or reduce constraints to economic development
- Encourage local financial participation in the community as a means of facilitating economic development

### Program Objectives

Economic Development, as a function, was given the highest priority in this year's Strategic Planning session, and the focus this year will be to move forward the following projects:

- Provide a formal Economic Development Strategic Plan
- Assist with the Development & Tenant Acquisition for the 76 acre River Oaks Crossing Commercial Project
- Completion of the Specific Plan, environmental document, and remediation for the 300+ acre DuPont Site
- Assist the Redevelopment Agency's efforts to install infrastructure in the light industrially zoned land south of Main Street between Neroly and Live Oak, which will provide economic stimulus to this area.



- Continued facilitation of commercial development projects throughout the City in conjunction with the City's Redevelopment efforts.
- Continued participation in ICSC and other targeted trade show activities to market Oakley projects and sites

Successfully accomplishing these goals will involve every department in the City.

### Staffing Summary

Economic Development activities are performed by the City Manager in coordination with Redevelopment staff.

### Program Changes

None

<b>ECONOMIC DEVELOPMENT</b>				
<b>USE OF FUNDS</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Projected</b>	<b>2010-2011 Recommended</b>
Services	\$24,788	\$22,287	\$15,368	\$16,200
Supplies	\$7,407	\$7,385	\$2,500	
<b>Total</b>	<b>\$32,195</b>	<b>\$29,672</b>	<b>\$17,868</b>	<b>\$16,200</b>

<b>ECONOMIC DEVELOPMENT STAFFING</b>	
Housing Analyst	.1
<b>Total Economic Development Staffing</b>	<b>.1</b>



## BUILDING & CODE ENFORCEMENT

### Program Costs and Revenue

Revenues are comprised of building permit, plan check and inspection fees. Costs are primarily for staffing provided by Delta Municipal Consulting.

### Program Description

The Building & Code Enforcement Division is responsible for the administration and enforcement of building codes (California Building, Plumbing, Mechanical Codes and the National Electrical Code). To provide minimum standards to safeguard public health and welfare, and property, by regulating and controlling the design of structures through plan review, construction of structures through field inspection to monitor quality of materials, use and occupancy, location and maintenance of all buildings and structures within the City of Oakley, while maintaining an aggressive code enforcement program. The Building and Code Enforcement Department is also responsible for the City's rental inspection and property maintenance inspection programs.

### Program Staffing

Staffing is provided by a contract with Delta Municipal Consulting (DMC). The contract with DMC provides a Building Official, Permit Center Manager, Inspectors, Permit Technicians, and a Code Enforcement Officer, as needed to provide the contracted services.

### Program Objectives

- Continue to improve internal processes.
- Analyze and Refine Administrative Citation process.
- Maintain standard fifteen-day plan review turnaround time but in most cases sooner.
- Assist customers with Oakley's "3 P's" approach.
- Provide inspections on next workday upon request and same day when needed and possible.



- When needed, provide furlough Friday, weekend or after hour inspections based on time and material.
- Continue to work with Code Enforcement to respond to all code enforcement inquiries within two working days.
- Issue over the counter type permits at a 95% rate, the same day.
- Continue to work with property owners, realtors and lending institutions whose buildings have fallen into disrepair.
- Work with Redevelopment Agency on Downtown Plan.
- Work with Redevelopment Agency and City Attorney's office to analyze the need to develop an un-reinforced masonry-building program (URM).
- Continue to develop more homeowner type project handouts online and at the counter.
- Continue to enhance the Building Division webpage.
- Continue to provide updated training to staff on the adopted codes.
- Work with homeowners and contractors to resolve issues in a professional, polite and progressive manner; prior to and during construction.
- Continue to make progress on the Residential Rental Property Inspection Program.
- Continue to make a positive impact in the City by enforcing the Property Maintenance Ordinance.

### **Program Changes**

- Work with Community Development Staff to create, improve and refine processes for Code Enforcement Program.
- Develop a plan to implement State's new Energy Requirements for new and existing construction.
- Develop a program to meet State's requirement for Certified Access Specialists.





<b>BUILDING &amp; CODE ENFORCEMENT</b>				
<b>USE OF FUNDS</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Projected</b>	<b>2010-2011 Recommended</b>
Services	\$1,214,948	\$757,961	\$716,483	\$591,076
Supplies	\$6,628	\$2,912	\$3,000	\$3,500
Capital Outlay				
<b>Total</b>	<b>\$1,221,576</b>	<b>\$760,873</b>	<b>\$719,483</b>	<b>\$594,576</b>

<b>BUILDING AND CODE ENFORCEMENT STAFFING</b>	
The following staff are provided by contract with DMC:	
Building Official	1
Permit Center Manager	.6
Building Inspector	2
Permit Technician	2.5
Code Enforcement Officer	1
<b>Total Staffing</b>	<b>7.10</b>





## POLICE

### **Program Costs and Revenues**

The costs of police services are driven primarily by the costs per officer charged by the Contra Costa County Sheriff's Office, although support costs, capital costs and administrative costs also contribute to the overall picture. Revenues to pay for these services include special taxes and fees, but are primarily paid for by the General Fund.

### **Program Description**

The Oakley Police Department has the primary responsibility of protecting life and property and preserving the peace. These duties are accomplished within the framework of those freedoms guaranteed by the Constitutions of the United States of America and the State of California.

The Department investigates crime, arrests those responsible, seeks prosecution for criminal acts, and engages in crime prevention. Emphasis is placed on traffic safety, including education, preventing hazardous traffic violations, alleviating parking complaints and conducting traffic collision investigations. Community programs target youth in our schools to encourage positive behavior and community involvement. Detectives investigate missing persons, drug trafficking and other serious offenses. Uniformed officers provide proactive patrol and actively pursue those involved in illegal activity.

The Community Oriented Policing & Problem Solving Program (COPPS) is a priority for all Department staff. The Department actively works with City Staff and the community in developing long-term solutions to community issues. This commitment to COPPS enhances the Oakley Police Department's strong crime prevention effort along with positive community contacts.

Department goals emphasize that each officer and staff person understands that daily activities and contacts with the community are an integral part of the COPPS efforts. Each citizen contact is an opportunity to create a positive impression and enhance our community mission. Each officer's professional decorum and demeanor contribute to the public's sense of safety and confidence in the City's ability to provide professional services.



## **Program Staffing**

The costs for fiscal year 2010-2011 are for a fully-staffed department with 28 officers, 2 FTE Police Services Assistants, 1.25 FTE Administrative Assistants and a .5 FTE Fleet Manager. For the fiscal year 2010-2011 the City's sworn officers per 1,000 citizens ratio will be .78 compared to our goal of 1.1.

## **Program Objectives**

- Continue to focus on traffic safety through education and enforcement.
- Address increasing costs for law enforcement services by continuing to search for law enforcement grants.
- Expand the Emergency Preparedness program and operations by training and educating the city staff and residents. Continue ongoing training and scenario based exercises for city staff members.
- Work with all city departments to monitor and accurately predict population growth through general expansion and the annexation process. This must include ongoing analysis of service demands created by growth.
- Continue to work with all City departments to analyze future revenues for police services that are realized on an incremental basis. Use these revenues to continue the expansion of personnel and other resources to keep pace with growth
- Continue working with the engineering department on traffic calming solutions for neighborhoods.
- Work with the Fire Department on the design and construction of the new fire station to include an Emergency Operations Center.
- Continue to focus on quality of life issues through the Problem Oriented Policing (POP) program.



## Program Changes

The Police Department is pursuing resources for additional staff through the federal government's "COPS" program. If successful in obtaining that funding, positions will be added to the Police Department. There are several options being discussed, these include an investigations/administrative Sergeant, a vacation relief position or bolstering our patrol staffing during peak hours. Without that additional funding from the grant process, the Police Department will maintain current staffing levels.

<b>POLICE DEPARTMENT</b>				
<b>USE OF FUNDS</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Projected</b>	<b>2010-2011 Recommended</b>
Personnel Services	\$202,206	\$232,777	\$203,798	\$195,231
Services	\$6,245,276	\$6,653,276	\$6,716,228	\$6,969,147
Supplies	\$145,841	\$153,602	\$154,589	\$153,000
Capital Outlay	\$49,086			
<b>Total</b>	<b>\$6,642,409</b>	<b>\$7,039,655</b>	<b>\$7,074,615</b>	<b>\$7,317,378</b>

<b>POLICE DEPARTMENT STAFFING</b>	
The following staff are provided under contract with the Contra Costa County Office of the Sheriff:	
Police Chief	1
Police Sergeants	5
Police Officers	22
<b>Total staff provided under CCC Office of the Sheriff</b>	<b>28</b>
City Staff:	
Administrative Assistant	1.25
Fleet Technician	.5
Police Services Assistant	2
<b>Total City Staff</b>	<b>3.75</b>
<b>Total Police Department Staffing</b>	<b>31.75</b>





## COMMUNITY DEVELOPMENT

### **Program Costs and Revenues**

Community Development Department costs are primarily related to long range planning projects and development activity. Long range planning includes the City's strategic plan projects and City planning responsibilities that must be met whether there is development or not, and these are paid for by the General Fund. Development activity is funded by developer fees.

### **Program Description**

The Community Development Department provides land use, planning, and environmental services. The Department is responsible for implementation of policy pertaining to orderly and balanced growth in the City of Oakley. There are three special planning areas that have activity at this time: Dutch Slough, East Cypress Corridor, and the Dupont property. In Dutch Slough, the Emerson Ranch EIR and Vesting Tentative Map is moving forward and public hearings will be scheduled this year. The Department of Water Resources is preparing to release its Final EIR for the Dutch Slough Wetlands Restoration Project, which the City is a partner in the multi-agency Collaboration. Staff is exploring agricultural opportunities to address the East Cypress Corridor Specific Plan EIR, as well as a potential City-wide agricultural conservation program. Finally, on the Dupont property, the California Energy Commission (CEC) is reviewing a proposed power plant, the Oakley Generating Station.

While other development activity is low, the Department has increased its focus on programs and activities that promote and protect the quality of life for Oakley residents and businesses. Programs are being developed to address housing, business signage, agricultural land conservation, a shoreline vision, greenhouse gas reduction, climate change, recycling, and solid waste reduction. Staff is involved in Zoning Code amendments to ensure the City's zoning laws are consistent with State laws. The department serves as the in-house environmental staff to prepare environmental documents for City projects. The department assists with redevelopment and economic development activities.



## Program Staffing

The Planning Division is made up of the Community Development Director, two Senior Planners and one Associate Planner.

## Program Objectives

- Implement the 26 Policy Action Programs in the Certified Housing Element. Required Action Programs include:
  - Revise the Affordable Housing Overlay Zone to comply with State-mandated base densities
  - Amend the Density Bonus Ordinance to comply with AB 2280
  - Enter into an Agreement with CBH to provide remaining affordable units per the RHNA
  - Develop a strategy to promote energy-conserving programs
  - Develop an inventory of available land resources
- Implement an A-Frame sign program to assist existing businesses during the economic downturn
- Prepare a kiosk program to coordinate offsite signage for new residential subdivisions
- Revise the Tree Ordinance to redefine heritage trees to address tree species
- Complete the Design Review chapter of the Zoning Code
- AB 939 Implementation: Coordinate with Oakley Disposal, Contra Costa County, CalRecycle, and the Local Task Force Managers to provide Oakley residents and businesses with enhanced programs and services to increase recycling, solid waste reduction, and proper disposal of hazardous materials
- SB 375 and AB 32 Implementation: Identify means to reduce greenhouse gases through transportation and land use planning
- Prepare Greenbuilding ordinances and handouts
- Develop an Agricultural Conservation Program for City Council's consideration
- Develop a Shoreline Vision for the city's waterfront area





- Complete the public hearing process for the Emerson Ranch EIR and vesting tentative map in Dutch Slough
- Complete required steps to address the EIR for the East Cypress Corridor Specific Plan
- Monitor and participate as appropriate in the CEC's review of the proposed Oakley Generating Station on the Dupont property.
- Facilitate the clean up and secure the DTSC clearance of the brownfield site on Main Street, the former Auto Salvage Yard.
- Serve as the City's in-house environmental staff to prepare environmental documents for small to medium-sized City projects

**Program Changes**

None

<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>				
<b>USE OF FUNDS</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Projected</b>	<b>2010-2011 Recommended</b>
Personnel Services	\$570,284	\$474,920	\$443,678	\$466,852
Services	\$76,260	\$104,469	\$80,215	\$59,927
Supplies	\$7,975	\$369	\$1,200	\$1,400
<b>Total</b>	<b>\$654,519</b>	<b>\$579,758</b>	<b>\$525,093</b>	<b>\$528,179</b>

<b>COMMUNITY DEVELOPMENT DEPARTMENT STAFFING</b>	
Community Development Director	1
Senior Planner	2
Associate Planner	1
<b>Total Community Development Department Staffing</b>	<b>4</b>





## PUBLIC WORKS/ ENGINEERING/MAINTENANCE & PARKS

### **Program Description**

The Public Works and Engineering Department provides street, drainage, parks and landscape maintenance through a combination of staff and contractors. The Department also administers design, construction inspection, and contract management for most capital improvement projects within the City, implements the City's Clean Water Program to ensure compliance with current NPDES requirements, and reviews and inspects private development grading and infrastructure improvements for compliance with City standards.

### **Program Changes**

The Public Works and Engineering Department has proposed to incorporate only minor changes from last year's operations into its Fiscal Year 2010-2011 work plan. The reliance on new development fees and deposits continues to be reduced since development remains slow. The Public Works Inspector that was converted to a capital improvement project manager during the middle of 2007-2008 to handle the anticipated workload from the Redevelopment bond sale will remain in that role for the upcoming year. Maintenance Services personnel, both in streets and parks, remain unchanged. Significant maintenance activities have been transitioned from outside vendors to in house and the City has been able to provide better response at lower costs.

### **Revenues**

The Public Works and Engineering budget relies on funds from a variety of sources, many of which restrict expenditures to specific categories.

- **Gas Tax-** Funds are restricted to "the research, planning, construction, improvement, maintenance, and operation of public streets and highways (and their related public facilities for non-motorized traffic), including the mitigation of their environmental effects, the payment for property taken or damaged for such purposes, and the administrative costs necessarily incurred in the foregoing

purposes." Revenues for this year include a Proposition 42 makeup payment.  
*Anticipated Revenues-\$866,000*

- **Measure C/J-** Measure C/J expenditures are restricted to the same uses as Gas Tax, but can also be applied to transit improvement and operation, growth management planning and compliance, pedestrian and bicycle trail construction/maintenance/operation, parking facility development, and transportation efficiency program development and operation (ridesharing, etc.). Since Measure C/J contains a growth management component, funds may not be used to replace developer obligations that would otherwise not be publicly funded under jurisdiction policy. *Anticipated Revenues-\$442,000*
- **Proposition 1B-** Proposition 1B (Prop 1B) provides \$19.925 billion in bond funds for a variety of transportation priorities, including \$2 billion for cities and counties to fund the maintenance and improvement of local transportation facilities. The City received its first disbursement in 2007, and remaining shares are scheduled to be distributed in 2010 contingent of the State being able to sell bonds. The 2009 Budget Act allocates \$258 million of Prop 1B funds for cities and \$442 for counties. Individual shares are determined by the State Controller's Office using a population based formula. *Anticipated Revenues-\$474,000*
- **Stormwater Utility Assessments-** The City has adopted a Storm Water Management Plan, and, based on the estimated maintenance, inspection, and administrative activities required to enact the plan, has established an annual parcel assessment. *Anticipated Revenues-\$460,000*
- **Traffic Impact Fee-** In 2003 the City adopted a traffic impact fee program to replace the prior area of benefit and median island fee programs. The program funds the improvement of major roadways and specific signalized intersections, including the design, staff support, and construction management activities associated with those projects. *Anticipated Revenues-\$500,000*
- **Development Deposits/Permit Applications-** Public Works and Engineering collects deposits for the review and inspection of final maps, grading plans, and improvements plans related to development applications. In addition fees are collected for encroachment permits, transportation permits, and documentation related to the FEMA Floodplain Management program. Actual staff expenditures are tracked and applied against a deposit, and refunds or additional deposits are made as necessary. *Anticipated Revenues-\$300,000*



- **Citywide Parks Assessments-** Zone 1 of the Oakley Lighting and Landscape Assessment District No. 1 provides for the maintenance and utilities for citywide parks and landscaping facilities. *Anticipated Revenues-\$958,000*
- **Streetlight Assessments-** Zone 2 of the Oakley Lighting and Landscape Assessment District No. 1 provides for the maintenance and utilities for citywide street lighting. *Anticipated Revenues - \$194,000*
- **Neighborhood Landscaping Assessments-** Zone 3 of the Oakley Lighting and Landscape Assessment District No. 1 provides for the maintenance and utilities for neighborhood landscaping improvements throughout the City. The Zone currently contains 26 sub-zones and revenues and expenditures are tracked at the sub-zone level. *Anticipated Revenues-\$1,745,000*
- **Community Facilities District No. 1-** This District was formed in 2006 to fund the operations and maintenance of the levee system, stormwater pond, and the associated pump, force main, and outfall for the Cypress Grove development. Landscape and lighting maintenance for the project are funded through a separate mechanism. *Anticipated Revenues-\$251,150*
- **Grants-** The City typically receives several grants for capital planning and construction activities. For Fiscal Year 2010-2011 the City will possibly receive the first of several annual disbursements for the Main Street Downtown Realignment (Federal SAFTE-LU Earmark) as well as additional stimulus monies for roadway maintenance. Since the actual amounts and disbursement dates are not known at this time the funds will be programmed as they are received.
- **General Fund-** Since the majority of the funding sources for Public Works and Engineering are restricted to specific expenditures, it is recognized that some staff time and activities will require other funding sources. Those activities will be kept to a minimum, and eligible funding sources will continually be sought out.



## PROGRAM AND STAFFING SUMMARY

The mission of Public Works and Engineering is to steward Oakley's infrastructure utilizing a variety of maintenance, improvement, and service activities. Through a mix of contract and City staff the Department has a total of 12.5 FTE's and is supplemented through additional contract services. The Department is managed by the Public Works Director and has 7 primary functions. The Fiscal Year 2010-2011 Budget proposes the following operating areas and associated staff:

### Operating Areas

- **Operations and Maintenance-** One of the most formidable tasks for Public Works and Engineering is to maintain existing improvements and amenities. City personnel will monitor and direct all maintenance activities, and maintenance services will be provided by both City staff and contract personnel. The individual maintenance elements are as follows:
  - **Roadway-** Routine maintenance is necessary to keep the City's road network operating in a safe and efficient manner. This includes signing and striping repair and replacement, pavement maintenance activities such as pothole patching, crack sealing, and shoulder repair, and keeping the roadways free of obstructions via street sweeping and debris cleanup. As a supplement to the regular patrols of maintenance crews, staff will field and investigate citizen's requests to determine corrective action for conditions that may not be known or readily apparent. Since surface treatment projects like pavement overlays or chip seals tend to be extensive in nature, they are recognized as a capital improvement and not included in this element. Roadway maintenance will primarily be accomplished by the City's Street Maintenance Worker, although larger and specialized tasks will be completed through contracts with specialized contractors.
  - **Signals & Lighting-** The City operates traffic signals at fourteen separate intersections, as well as numerous safety flashers throughout Oakley. Caltrans is responsible for the operation of traffic of the eleven signals along Main Street, but the



City contributes by way of a cost sharing agreement. Additionally, the City maintains the decorative streetlights in most of the newer neighborhoods. The City also pays for PG&E to operate and maintain street lighting throughout Oakley. Signal and lighting maintenance will primarily be accomplished through a contract with Contra Costa County or other specialized contractors.

- **Drainage-** In order to minimize potential flooding and ensure that stormwater is collected and conveyed in the manner intended, crews will conduct routine maintenance on the storm drainage system. These activities include catch basin cleaning, ditch cleaning, culvert flushing and repair, and inlet maintenance. Water quality activities such as hazardous materials cleanup and runoff filter repair are also provided for. Drainage maintenance will primarily be accomplished by the City's Street Maintenance Worker, although larger and specialized tasks will be completed through contracts with specialized contractors.
- **Parks and Landscaping-** The City currently maintains 29 public parks and is currently expanding one of them. The City has partnered with the Oakley Union Elementary School District for the maintenance of another four joint use park facilities. In addition, the City maintains thousands of square feet of public right of way landscaping, street median landscaping, and public trail corridors. In the past Parks and Landscape maintenance has been accomplished through a combination of the City's Landscape Maintenance Worker and a contract with a private vendor. While that practice will continue in the upcoming year, during Fiscal Year 2009-2010 the City adopted new maintenance standards and graduated service level goals that take into account available funding, community use, and location, among other factors. As a result three maintenance contractors were retained in Fiscal Year 2009-2010 and additional City forces were added. No significant changes are proposed for Fiscal Year 2010-2011.
- **Engineering Services-** Engineering staff will supply technical services to assist with various City activities and address requests and concerns raised by the general public. The funding source will vary depending on the nature of the service provided, and activity levels will generally be dependent on the volume of requests. The typical services that may be provided include:
  - **City Surveyor-** Land surveying is a specialized field that requires a special license to practice. The bulk of the City's land surveying needs will be in the area of map review and will be funded by developer deposits, although on occasion the City will require some additional expertise. Examples may include citizen's request that can only be answered by a properly licensed professional, or establishment and



preservation of survey monuments not associated with private developments. The City will utilize contract services on an as needed basis for these activities.

- **Traffic Engineering-** Throughout the year the City will conduct a variety of exercises associated with traffic engineering. These tasks will include completing speed surveys to ensure that traffic citations are enforceable, coordinating activities with the Police Department, investigating citizen's requests for traffic control devices and speed limit changes, and developing policies to address traffic issues. This year's budget includes additional funds to provide more proactive studies and develop miscellaneous informational handouts. The City will utilize contract services on an as needed basis for these activities.
- **Floodplain Management-** Certain areas within the City are subject to periodic flooding, and the Federal Emergency Management Agency (FEMA) requires Oakley to participate in the National Flood Insurance Program so that flood insurance can be provided to affected property owners. As a result of participating in the program, the City must keep Flood Insurance Rate Maps for viewing by the public, and must provide certain information upon request. Additionally, the City will review and process applications to modify known floodplain boundaries. When possible, the costs will be charged to developer deposits.
- **Clean Water Program-** The City's joint municipal NPDES permit and its participation in the County Clean Water Program necessitate a number of expenditures. Maintenance related activities have been accounted for in both the roadway and drainage maintenance categories. Other tasks include contributions to the Clean Water Program for staff and resources, illicit discharge investigation, industrial and commercial site inspection, and public outreach. The City's permit will likely be amended during this fiscal year to include additional maintenance and reporting requirements in addition to the more restrictive new development and redevelopment requirements that were added several years ago. The new requirements will necessitate additional staff time to implement and monitor. The City will utilize contract services on an as needed basis for these activities.
- **Assessment District Engineering-** In order to collect the funds for the City's assessment district and community facilities district an annual engineer's report and associated budgets must be completed. The City will utilize contract services on an as needed basis for these activities.
- **Administration-** Staff costs to administer Public Works and Engineering have been separated from other expenditures. No additional positions are being proposed for this budget year. It is anticipated that consultant and contract services will be utilized for





special projects and extraordinary workload. The anticipated base level staffing is as follows:

- **Public Works Director/City Engineer (1 FTE)**-Day to day operations in Public Works and Engineering will be managed by the Public Works Director/City Engineer. Duties will include coordination with other City departments and outside agencies, consultant/maintenance/construction contract management, development review and coordination, public outreach, and other various activities.
- **Administrative Assistant (1 FTE)** – The full time Administrative Assistant assists with service requests, development processing, and general activities.
- **Assistant Engineer, Traffic and Engineering Services (1 FTE)**- This full time Assistant Engineer position processes Public Works and Engineering applications, maintains files, coordinates condition of approval compliance, and updates and enhances applications and informational handouts.
- **Assistant Engineer, CIP (1 FTE)**-This full time Assistant Engineer position focuses on CIP project management duties.
- **Project Manager, CIP (1 FTE)**- With the anticipated sale of the Redevelopment Agency bonds and the reduced amount of private development construction one of the existing Public Works Inspector positions was converted to a CIP Project Manager during FY 2007/2008. The position is proposed to be continued this fiscal year and will assist with project and construction management duties for the CIP. The cost for the Project Manager and Public Works Inspector are the same.
- **Storm water Coordinator (0.5 FTE)**-This part time position coordinates the City's cleanwater activities, and is funded through the stormwater utility tax.
- **Public Works Inspectors (2 FTE)**- As discussed above, during FY 2007/2008 one of the three approved Public Works Inspectors was converted to a CIP Project Manager. For this fiscal year it is proposed that the two remaining inspectors remain to inspect private development projects, encroachment permits, maintenance service requests, and CIP projects.
- **Street Maintenance Worker (1 FTE)** - The street maintenance worker position completes the bulk of the routine maintenance activities for the City's roadway and drainage systems using assistance from other Department personnel and contract staff. The position also assists with park and landscaping maintenance when necessary.



- ***Parks & Landscape Supervisor (1 FTE)*** - This City staff position manages the maintenance efforts for all publically maintained parks and landscape facilities within the City. The position monitors all water and utility uses associated with the facilities, schedules and manages the work of City and contract staff, and coordinates facility uses with the Recreation Department.
- ***Landscape Maintenance Worker/Laborers (3 FTE)*** - These City staff positions perform park and landscape maintenance activities and assist with roadway and drainage maintenance as needed.
- ***Student Intern-*** A student intern is being proposed for this fiscal year to assist with various Department activities. Depending on workload the position may be shared with the City Manager's Office.

## **Program Objectives**

In upcoming Fiscal Year 2010-2011, the Public Works and Engineering Department has set the following goals:

- Aggressively implement the planned Capital Improvement Program, including:
  - Complete the construction of the middle segment of the Main Street Downtown Realignment
  - Complete construction of the O'Hara Avenue and Cypress Road traffic signal and associated roadway improvements
  - Complete construction of the Empire Avenue as a four lane arterial from Carpenter to Laurel
  - Constructing frontage improvements in various locations along Main Street
  - Constructing a sewer line in Sandy Lane
  - Constructing the widening of O'Hara Avenue from Laurel Road to Cypress Road
  - Constructing the outfall structure and pipeline for the Live Oak Detention Basin
  - Continuing to eliminate gaps in frontage improvements by construction sidewalks on primary pedestrian routes
  - Continuing a proactive street maintenance program by slurry sealing and overlaying public streets
  - Eliminating known drainage problems



- Design and construct the widening of Laurel Road from O'Hara Avenue to Laurel Ballfields Park
- Continuing to implement the Citywide Neighborhood Traffic Management Program
- Continuing to replacement street name signs with the current standard
- Continuing to implement a proactive street, drainage, parks and landscape maintenance program utilizing both in-house and contract personnel
- Continued transition to a graduated landscape maintenance program that establish level of service goals based on community use, aesthetic benefit, and available funding
- Continuing to enhance reporting practices for both construction inspection and maintenance activities to increase information sharing
- Continuing to conduct a proactive traffic engineering program
- Continuing to increase coordination with the Police Department regarding traffic enforcement issues
- Continuing to increase public outreach regarding water quality practices and requirements
- Participating in regional planning efforts such as Transplan, the City-County Engineering Advisory Committee, and the Contra Costa Clean Water Program to ensure that Oakley is recognized as a contributor
- Processing maintenance requests in a timely and efficient manner
- Processing development plans and permits in a timely and efficient manner
- Aggressively pursuing grants to enhance the City's infrastructure
- Continue to implement maintenance management and inventory programs to better track and maintain the City's street, storm drain, parks, and landscaping assets
- Research information managements systems and resources including geographical information systems to identify economically viable ways to manage and share information such as maps and infrastructure information
- Coordinate and collaborate with other City Departments to provide exemplary and proactive service to potential developers to enhance Oakley's economic development opportunities



<b>PUBLIC WORKS /ENGINEERING/MAINTENANCE &amp; PARKS</b>				
<b>USE OF FUNDS</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Projected</b>	<b>2010-2011 Recommended</b>
Personnel Services	\$230,930	\$259,386	\$291,364	\$333,208
Services	\$1,320,000	\$1,225,540	\$1,196,124	\$1,130,489
Supplies	\$5,047	\$5,129	\$8,600	\$10,600
Capital Outlay	\$34,934	\$230	\$500	\$5,500
<b>Total</b>	<b>\$1,590,911</b>	<b>\$1,490,285</b>	<b>\$1,496,588</b>	<b>\$1,479,797</b>

<b>PUBLIC WORKS/ENGINEERING/MAINTENANCE &amp; PARKS DEPARTMENT STAFFING</b>	
The following staff are provided under a contract with DMC:	
City Engineer	1
CIP Project Manager	1
Assistant Engineers	2
Public Works Inspectors	2
Administrative Assistant	1
Storm Water Coordinator	.5
<b>Total Public Works Staff Provided by DMC</b>	<b>7.5</b>
City Staff:	
Public Works Maintenance Worker	1
Parks and Landscape Supervisor	1
Landscape Maintenance Worker	1
Parks Laborer	2
<b>Total City Staff</b>	<b>5</b>
<b>Total Public Works and Engineering Department Staffing</b>	<b>12.5</b>



## RECREATION

### Program Costs and Revenues

Programs for the fiscal year 2010-2011 budget are funded in part by the following revenues: Parks and facility rental fees, Vesper Society grant funding, program fees, and sponsorships. While the Recreation Division is looking toward an increase in revenue generated through programming fees, the majority of costs will still be paid for with general purpose revenues.

### Program Description

Recreation focuses on creating community through people, parks and programs. The Recreation Division provides diverse and innovative programming, offering programs and activities to citizens of all ages through out the year. The programs promote physical health and wellness, improve community image and community pride, and foster youth development. The Recreation Division works in partnership with community organizations, non profits and commercial businesses to ensure quality recreation services for Oakley residents.

### Staffing Summary

The Recreation Division consists of one Recreation Supervisor, one Recreation Technician, and seasonal Recreation Leaders and Aides.

*Recreation Supervisor-* The Recreation Supervisor is responsible for day to day operations of the Recreation Division, including After Youth School Programs, Youth CORE, Youth Council, Facility Rentals, the Community Pool, Community Classes and various other assignments.

*Recreation Technician-* The full-time Recreation Technician is responsible for the Kids and Tots Programs, classes and Special Events.

*Recreation Leaders and Aides-* The City hires temporary and seasonal Recreation Leaders and Aides to assist with After School Programs, Summer Camps, Facility Rentals, Special Events and other assignments. Recreation Leaders and Aides total 3.36 FTE.



## Program Objectives

The mission of The Recreation Division is to provide the residents of Oakley with quality programming meeting the following FY 2010-2011 objectives:

- **Youth Development-** Working with the Vesper Society on continuing the Youth Empowerment Program will be a main focus through out fiscal year 2010-2011. Working from the Youth Master Plan to implement programs and events that focus on goals and actions outlined in the Youth Master Plan.
- **Special Events-** Special Events in 2010-2011 will focus on continuing to offer quality special events. This will include making the Harvest Festival, the Christmas Tree Lighting and Passport to Parks Month all annual events for the Recreation Division.
- **Kids and Tots-** The objective of kids and tots programs is to provide safe and fun activities for kids during the summer as well as on their breaks from school. Minor changes to the Kids and Tots budget include increased fees for programming, as well as making Summer Camp fees mandatory.
- **Sports Programming-** Sports programs will continue to include adult softball and the possibility of additional sports programs as staff evaluates the use of independent contracts.
- **Park and Facility Rentals-** Parks and Facility rentals offer an untapped focus of additional revenue. Scheduling parks for private rentals as well as team rentals, as well as rentals for the White House as well as Council Chambers, are reflected in the 2010-2011 budget.

## Program Changes

The Recreation Division proposed budget incorporates changes made from last year's budget as well as changes included with the ending of Decennial Celebration. New facility rentals and revised program fees are expected to provide increased revenues while a new more deliberate scholarship program will provide a means for families otherwise unable to afford the program fees to participate. New and innovative advertising for the Recreation Guide and other media materials also provided ways to reduce City costs.

Changes to staffing include the elimination of a Recreation Supervisor position, and reclassification of the Senior Recreation Leader to a full time Recreation Technician.



<b>RECREATION</b>				
<b>USE OF FUNDS</b>	<b>2007-2008 Actual</b>	<b>2008-2009 Actual</b>	<b>2009-2010 Projected</b>	<b>2010-2011 Recommended</b>
Personnel Services	\$270,320	\$317,479	\$251,000	\$191,936
Services	\$86,179	\$66,791	\$72,015	\$49,415
Supplies	\$53,080	\$60,183	\$45,425	\$52,650
<b>Total</b>	<b>\$409,579</b>	<b>\$444,453</b>	<b>\$368,440</b>	<b>\$294,001</b>

<b>RECREATION DEPARTMENT STAFFING</b>	
Recreation Supervisor	1
Recreation Technician	1
Seasonal Recreation Leader (FTE)	2.4
Seasonal Recreation Aides (FTE)	.96
<b>Total Recreation Department Staffing</b>	<b>5.36</b>







## TRANSFERS

Staff proposes three transfers from the General Fund in fiscal year 2010-2011.

- \$2,500      To the General Capital Projects Fund for administration of remaining projects.
- \$50,000    To the General Capital Projects Fund for Roadway Maintenance.
- \$50,000    To the Main Street Fund for improvements to the City's main gateways and arterials.

	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
<b>Transfers Out</b>	\$4,480,398	\$2,215,000	\$75,000	\$102,500





## SPECIAL REVENUE FUNDS

### COMMUNITY FACILITIES DISTRICT #1 (CYPRESS GROVE)

In October 2005, the City formed CFD #1 (Cypress Grove) to account for drainage maintenance activities in this new development. This is the first such district formed in the City and serves as a model for future developments. These activities are funded entirely by assessments on property owners.

FUND 110- COMMUNITY FACILITIES DISTRICT #1 (CYPRESS GROVE)				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$256,164	\$261,294	\$251,150	\$251,150
Interest	\$13,570	\$11,572	\$5,000	\$5,000
<b>Total Revenues</b>	<b>\$269,734</b>	<b>\$272,866</b>	<b>\$256,150</b>	<b>\$256,150</b>
Services	\$17,389	\$27,196	\$35,733	\$35,733
Supplies	\$5,513	\$48,990	\$170,750	\$170,750
<b>Total Expenditures</b>	<b>\$22,902</b>	<b>\$76,186</b>	<b>\$206,483</b>	<b>\$206,483</b>

### YOUTH DEVELOPMENT GRANT FUND

The City began a partnership with the Vesper Society and was awarded grants beginning FY 2005-2006 to fund youth development programs beginning late FY 2005-2006 early FY 2006-2007. This partnership continued with additional grants awarded during FY 2008-2009 and in FY 2009-2010 to continue the youth development programs to December 2010. A separate fund is utilized to account for these activities.

FUND 123- YOUTH DEVELOPMENT GRANTS				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Grant Proceeds	\$35,521	\$47,492	\$73,300	\$67,500
Interest	\$4,154	\$2,040		
<b>Total Revenues</b>	<b>\$39,675</b>	<b>\$49,532</b>	<b>\$73,300</b>	<b>\$67,500</b>
Services	\$21,882	\$43,549	\$49,000	\$37,000
Capital Outlay	\$3,012	\$8,430		
Supplies	\$14,781	\$1,031	\$24,300	\$30,500
<b>Total Expenditures</b>	<b>\$39,675</b>	<b>\$53,010</b>	<b>\$73,300</b>	<b>\$67,500</b>



## **LIGHTING AND LANDSCAPING DISTRICT**

The City has a Lighting and Landscaping District with 3 zones:

### **Zone 1 – Fund 132 Community Parks**

This zone is citywide and maintains the City's larger parks (3 acres or larger). It is funded primarily by assessments.

### **Zone 2 – Fund 133 Street Lighting**

This zone provides street lighting for the entire City. It is funded primarily by assessments but does not generate sufficient revenues to be self-supporting. The Gas Tax Fund has been and is expected to continue to subsidize its operations. For fiscal year 2010-2011, the subsidy is estimated to be \$88,000

### **Zone 3 – Funds 170-195 Neighborhood Parks (made up of 26 sub-zones)**

This zone maintains the City's smaller neighborhood parks. Each sub-zone generally represents a park or neighborhood with several parks and/or roadway landscaping. Each sub-zone is funded by assessments.

Several Park Zones have not had sufficient revenues to fully fund their Capital Asset Replacement and Resurfacing Reserves. The table below shows the funds, the amount of reserves that should have accumulated through June 30, 2010, the amount accumulated, and the shortfall. While no existing need is going unaddressed at present, Staff is working to find ways to ensure these future needs are addressed.



Zone	Name	Amount that Should have Accumulated	Projected Balance of June 30, 2010	Shortfall to date, if any
1	132-Community Parks	\$485,636	\$421,911	\$63,725
2	133-Street Lights	\$292,600	\$59,832	\$232,768
3-5	174-Oak Grove	\$101,180	\$12,701	\$88,479
3-15	184-Country Fair	\$168,638	\$54,740	\$113,898
3-18	187-Country Place	\$70,575	\$14,262	\$56,313
3-25	194-Magnolia Park	\$200,915	\$156,317	\$44,598

Below are a series of tables showing the revenues and expenditures for each fund. For those funds with revenues in excess of expenditures, balances are originally established for capital asset replacement and resurfacing, to ensure funds are available to maintain the landscape as assets wear out, and then to an operating reserve, if possible, to ensure cash is available to fund services until tax revenues are received during the year.

<b>FUND 132 – ZONE 1 (COMMUNITY PARKS)</b>				
	2007-2008	2008-2009	2009-2010	2010-2011
	Actual	Actual	Projected	Recommended
Assessments	\$824,487	\$953,966	\$997,198	\$958,492
Interest	\$8,249	\$9,411	\$5,000	
Other		\$6,422		
Transfer in/Loans				
<b>Total Revenues</b>	<b>\$832,736</b>	<b>\$969,799</b>	<b>\$1,002,198</b>	<b>\$958,492</b>
Services	\$475,986	\$581,553	\$894,827	\$729,216
Loan Repayments	\$75,885	\$207,455	\$5,000	\$84,233
Capital Outlay	6,084	\$20,923	\$11,221	
Transfers Out	\$11,440	\$59,405	\$62,405	\$39,775
Transfer to Capital Reserve	\$229,079	\$91,267	\$15,000	\$91,268
Interest	\$33,880	\$15,278	\$13,745	\$14,000
<b>Total Expenditures</b>	<b>\$820,914</b>	<b>\$975,881</b>	<b>\$1,002,198</b>	<b>\$958,492</b>



<b>FUND 133 – ZONE 2 (STREET LIGHTING)</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$182,108	\$188,188	\$185,000	\$194,157
Interest	\$2,418	\$1,384	\$1,000	\$1,000
Transfer in/Loans	\$65,101	\$91,000	\$110,000	\$87,966
<b>Total Revenues</b>	<b>\$249,627</b>	<b>\$280,572</b>	<b>\$296,000</b>	<b>\$283,123</b>
Transfer to Capital Reserve			\$59,832	\$26,600
Services	\$233,875	\$250,962	\$284,500	\$260,500
<b>Total Expenditures</b>	<b>\$233,875</b>	<b>\$250,962</b>	<b>\$344,332</b>	<b>\$287,100</b>

<b>FUND 170 – VINTAGE PARKWAY</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$73,772	\$73,772	\$73,772	\$73,772
Interest	\$343	\$360		
<b>Total Revenues</b>	<b>\$74,115</b>	<b>\$74,132</b>	<b>\$73,772</b>	<b>\$73,772</b>
Services	\$67,670	\$63,962	\$78,784	\$58,945
<b>Total Expenditures</b>	<b>\$67,670</b>	<b>\$63,962</b>	<b>\$78,784</b>	<b>\$58,945</b>

<b>FUND 171 – OAKLEY RANCH</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$26,446	\$26,446	\$26,446	\$26,446
Interest	\$2,798	\$1,270	\$300	\$300
<b>Total Revenues</b>	<b>\$29,244</b>	<b>\$27,716</b>	<b>\$26,746</b>	<b>\$26,746</b>
Services	\$31,641	\$29,048	\$41,446	\$18,661
<b>Total Expenditures</b>	<b>\$31,641</b>	<b>\$29,048</b>	<b>\$41,446</b>	<b>\$18,661</b>



<b>FUND 172 – EMPIRE</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$4,534	\$4,534	\$4,534	\$4,534
Interest	\$3,102	\$1,533	\$400	\$400
<b>Total Revenues</b>	<b>\$7,636</b>	<b>\$6,067</b>	<b>\$4,934</b>	<b>\$4,934</b>
Services	\$2,786	\$3,481	\$34,414	\$2,861
<b>Total Expenditures</b>	<b>\$2,786</b>	<b>\$3,481</b>	<b>\$34,414</b>	<b>\$2,861</b>

<b>FUND 173 – OAKLEY TOWN CENTER</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$10,935	\$10,935	\$10,941	\$10,941
Interest	\$1,490	\$855	\$250	\$250
<b>Total Revenues</b>	<b>\$12,425</b>	<b>\$11,790</b>	<b>\$11,191</b>	<b>\$11,191</b>
Services	\$4,268	\$6,648	\$10,046	\$9,736
<b>Total Expenditures</b>	<b>\$4,268</b>	<b>\$6,648</b>	<b>\$10,046</b>	<b>\$9,736</b>

<b>FUND 174 – OAK GROVE</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$28,500	\$28,500	\$28,500	\$28,500
Interest	\$967	\$501	\$25	\$25
<b>Total Revenues</b>	<b>\$29,467</b>	<b>\$29,001</b>	<b>\$28,525</b>	<b>\$28,525</b>
Services	\$26,859	\$23,834	\$35,000	\$27,041
Transfer to Capital Reserve	\$2,962	\$19,581		
<b>Total Expenditures</b>	<b>\$29,821</b>	<b>\$43,415</b>	<b>\$35,000</b>	<b>\$27,041</b>

<b>FUND 175 – LAUREL WOODS/LUNA ESTATES</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$7,668	\$7,668	\$7,668	\$7,668
Interest	\$1,552	\$848	\$200	\$200
<b>Total Revenues</b>	<b>\$9,220</b>	<b>\$8,516</b>	<b>\$7,868</b>	<b>\$7,868</b>
Services	\$2,784	\$5,170	\$4,115	\$4,115
<b>Total Expenditures</b>	<b>\$2,784</b>	<b>\$5,170</b>	<b>\$4,115</b>	<b>\$4,115</b>



<b>FUND 176 – SOUTH FORTY</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$9,805	\$9,805	\$9,508	\$9,805
Interest	\$600	\$427	\$100	\$100
<b>Total Revenues</b>	<b>\$10,405</b>	<b>\$10,232</b>	<b>\$9,608</b>	<b>\$9,905</b>
Services	\$3,002	\$6,482	\$14,926	\$9,805
<b>Total Expenditures</b>	<b>\$3,002</b>	<b>\$6,482</b>	<b>\$14,926</b>	<b>\$9,805</b>

<b>FUND 177 – CLAREMONT</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$7,628	\$7,628	\$7,628	\$8,628
Interest	\$338	\$221	\$50	\$50
Other		\$2,499		
<b>Total Revenues</b>	<b>\$7,966</b>	<b>\$10,348</b>	<b>\$7,678</b>	<b>\$7,678</b>
Capital Outlay		\$499		
Services	\$3,385	\$7,625	\$9,890	\$7,605
<b>Total Expenditures</b>	<b>\$3,385</b>	<b>\$8,124</b>	<b>\$9,890</b>	<b>\$7,605</b>

<b>FUND 178 – GATEWAY</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$18,360	\$18,360	\$18,360	\$18,360
Interest	\$8,273	\$4,105	\$1,000	\$1,000
<b>Total Revenues</b>	<b>\$26,633</b>	<b>\$22,465</b>	<b>\$19,360</b>	<b>\$19,360</b>
Capital Outlay			\$12,037	
Services	\$14,978	\$14,031	\$114,607	\$17,846
<b>Total Expenditures</b>	<b>\$14,978</b>	<b>\$14,031</b>	<b>\$126,644</b>	<b>\$17,846</b>





<b>FUND 179 – COUNTRYSIDE (VILLAGE GREEN)</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$2,625	\$2,625	\$2,625	\$2,625
Interest	\$750	\$312	\$75	\$75
<b>Total Revenues</b>	<b>\$3,375</b>	<b>\$2,937</b>	<b>\$2,700</b>	<b>\$2,700</b>
Services	\$1,642	\$1,942	\$11,565	\$2,565
<b>Total Expenditures</b>	<b>\$1,642</b>	<b>\$1,942</b>	<b>\$11,565</b>	<b>\$2,565</b>

<b>FUND 180 – COUNTRY FAIR (MEADOW GLEN)</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$5,423	\$5,423	\$5,423	\$5,423
<b>Total Revenues</b>	<b>\$5,423</b>	<b>\$5,423</b>	<b>\$5,423</b>	<b>\$5,423</b>
Interest		\$254		
Loan Repayments				\$1,445
Services	\$4,606	\$4,719	\$7,373	\$3,978
<b>Total Expenditures</b>	<b>\$4,606</b>	<b>\$4,973</b>	<b>\$7,373</b>	<b>\$5,423</b>

<b>FUND 181 – CALIFORNIA SUNRISE</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$3,502	\$3,502	\$3,502	\$3,502
Interest	\$1,614	\$649	\$200	\$200
Other		\$20,905		
<b>Total Revenues</b>	<b>\$5,116</b>	<b>\$25,056</b>	<b>\$3,702</b>	<b>\$3,702</b>
Capital Outlay		\$20,905		
Services	\$645	\$963	\$2,120	\$2,120
<b>Total Expenditures</b>	<b>\$645</b>	<b>\$21,868</b>	<b>\$2,120</b>	<b>\$2,120</b>



<b>FUND 182 – CALIFORNIA VISIONS (LAUREL)</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$12,000	\$12,000	\$12,000	\$12,000
Interest	\$3,823	\$1,982	\$500	\$500
<b>Total Revenues</b>	<b>\$15,823</b>	<b>\$13,982</b>	<b>\$12,500</b>	<b>\$12,500</b>
Services	\$7,030	\$6,786	\$49,294	\$7,267
<b>Total Expenditures</b>	<b>\$7,030</b>	<b>\$6,786</b>	<b>\$49,294</b>	<b>\$7,267</b>

<b>FUND 183 – CLAREMONT HERITAGE</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$18,240	\$18,240	\$18,240	\$18,240
Interest	\$3,541	\$1,908	\$500	\$500
<b>Total Revenues</b>	<b>\$21,781</b>	<b>\$20,148</b>	<b>\$18,740</b>	<b>\$18,740</b>
Services	\$6,538	\$8,076	\$9,964	\$7,572
<b>Total Expenditures</b>	<b>\$6,538</b>	<b>\$8,076</b>	<b>\$9,964</b>	<b>\$7,572</b>

<b>FUND 184 – COUNTRY FAIR (MEADOW GLEN II)</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$118,197	\$119,715	\$117,715	\$120,060
Interest	\$3,946	\$914		
<b>Total Revenues</b>	<b>\$122,143</b>	<b>\$120,629</b>	<b>\$117,715</b>	<b>\$120,060</b>
Capital Outlay	\$121,779	\$9,419	\$1,241	
Transfer to Capital Reserve		\$49,480	\$11,260	\$35,475
Services	\$84,001	\$88,320	\$97,665	\$98,065
<b>Total Expenditures</b>	<b>\$205,780</b>	<b>\$147,219</b>	<b>\$110,166</b>	<b>\$133,540</b>



<b>FUND 185 – SUNDANCE</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$8,910	\$8,910	\$8,910	\$8,910
Interest	\$658	\$296	\$100	\$100
<b>Total Revenues</b>	<b>\$9,568</b>	<b>\$9,206</b>	<b>\$9,010</b>	<b>\$9,010</b>
Services	\$10,469	\$6,999	\$12,267	\$8,933
<b>Total Expenditures</b>	<b>\$10,469</b>	<b>\$6,999</b>	<b>\$12,267</b>	<b>\$8,933</b>

<b>FUND 186 – CALIFORNIA JAMBOREE</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$87,684	\$87,684	\$87,684	\$87,684
Interest	\$12,960	\$6,317	\$4,500	\$4,500
Transfers In		\$10,600	\$9,377	\$12,500
<b>Total Revenues</b>	<b>\$100,644</b>	<b>\$104,601</b>	<b>\$101,561</b>	<b>\$104,684</b>
Capital Outlay	\$77,200			
Transfer to Capital Reserve		\$27,075	\$44,796	\$44,796
Services	\$35,365	\$53,106	\$118,164	\$75,624
<b>Total Expenditures</b>	<b>\$112,565</b>	<b>\$80,181</b>	<b>\$162,960</b>	<b>\$120,420</b>

<b>FUND 187 – COUNTRY PLACE</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$23,400	\$23,400	\$23,400	\$23,400
Interest	\$950	\$274		
Transfers In		\$9,325	\$4,325	
<b>Total Revenues</b>	<b>\$24,350</b>	<b>\$32,999</b>	<b>\$27,725</b>	<b>\$23,400</b>
Transfer to Capital Reserve		\$14,260	\$1	\$1
Services	\$30,684	\$39,997	\$47,501	\$45,882
<b>Total Expenditures</b>	<b>\$30,684</b>	<b>\$54,257</b>	<b>\$47,502</b>	<b>\$45,883</b>

<b>FUND 188 – LAUREL CREST</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$87,600	\$87,600	\$87,600	\$87,600
Interest	\$8,136	\$4,287	\$1,000	\$1,000
<b>Total Revenues</b>	<b>\$95,736</b>	<b>\$91,887</b>	<b>\$88,600</b>	<b>\$88,600</b>
Services	\$62,093	\$91,674	\$80,591	\$86,031
<b>Total Expenditures</b>	<b>\$62,093</b>	<b>\$91,674</b>	<b>\$80,591</b>	<b>\$86,031</b>

<b>FUND 189 – MARSH CREEK GLEN</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$72,536	\$75,381	\$75,413	\$76,764
Interest	\$11,284	\$6,318	\$1,500	\$1,500
<b>Total Revenues</b>	<b>\$83,820</b>	<b>\$81,699</b>	<b>\$76,913</b>	<b>\$78,264</b>
Transfer to Capital Reserve	\$36,590		\$5,240	\$5,240
Services	\$35,033	\$36,053	\$45,540	\$31,734
<b>Total Expenditures</b>	<b>\$71,623</b>	<b>\$36,053</b>	<b>\$50,780</b>	<b>\$36,974</b>

<b>FUND 190 – QUAIL GLEN</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$22,784	\$23,677	\$21,289	\$24,113
Interest	\$2,387	\$1,430		
<b>Total Revenues</b>	<b>\$25,171</b>	<b>\$25,107</b>	<b>\$21,289</b>	<b>\$24,113</b>
Services	\$11,902	\$8,462	\$56,554	\$28,500
<b>Total Expenditures</b>	<b>\$11,902</b>	<b>\$8,462</b>	<b>\$56,554</b>	<b>\$28,500</b>

<b>FUND 191 – CYPRESS GROVE</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$207,198	\$215,327	\$215,420	\$219,278
Interest	\$8,775	\$4,606	\$1,000	\$1,000
<b>Total Revenues</b>	<b>\$215,973</b>	<b>\$219,933</b>	<b>\$216,420</b>	<b>\$220,278</b>
Transfer to Capital Reserve	\$12,240	\$34,335	\$63,565	\$63,565
Services	\$171,415	\$217,803	\$219,017	\$153,577
<b>Total Expenditures</b>	<b>\$183,655</b>	<b>\$252,138</b>	<b>\$282,582</b>	<b>\$217,142</b>



<b>FUND 192 – SOUTH OAKLEY</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$174,150	\$192,450	\$279,994	\$298,601
Interest	\$3,585	\$2,856	\$500	\$500
Transfers In		\$6,480	\$12,950	\$12,950
<b>Total Revenues</b>	<b>\$177,735</b>	<b>\$201,786</b>	<b>\$293,444</b>	<b>\$312,051</b>
Capital Outlay		\$10,419	\$6,083	
Transfer to Capital Reserve	\$3,383	\$20,467	\$38,819	\$38,819
Services	\$61,555	\$213,366	\$257,552	\$249,195
<b>Total Expenditures</b>	<b>\$64,938</b>	<b>\$244,252</b>	<b>\$302,454</b>	<b>\$288,014</b>

<b>FUND 193 – STONE CREEK</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$61,857	\$40,400		
Interest	\$2,480	\$2,048	\$600	\$600
<b>Total Revenues</b>	<b>\$64,337</b>	<b>\$42,448</b>	<b>\$600</b>	<b>\$600</b>
Transfer to Capital Reserve		\$20,468		
Services	\$6,130	\$4,089	\$8,845	
<b>Total Expenditures</b>	<b>\$6,130</b>	<b>\$24,557</b>	<b>\$8,845</b>	<b>\$0</b>

<b>FUND 194 – MAGNOLIA PARK (NEW IN 2007-2008)</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$218,951	\$344,007	\$404,795	\$468,583
Interest	\$2,293	\$2,955	\$1,500	\$1,500
Transfer In	\$11,440	\$33,000	\$33,000	\$10,000
<b>Total Revenues</b>	<b>\$232,684</b>	<b>\$379,962</b>	<b>\$439,295</b>	<b>\$480,083</b>
Transfer to Capital Reserve	\$29,925	\$70,533	\$65,815	\$100,458
Services	\$102,982	\$313,490	\$391,891	\$268,934
<b>Total Expenditures</b>	<b>\$32,907</b>	<b>\$384,023</b>	<b>\$457,706</b>	<b>\$369,392</b>



<b>FUND 195 – SUMMER LAKE</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$191,400	\$194,948	\$194,948	\$100,074
Interest	\$2,681	\$4,839	\$1,000	\$1,000
<b>Total Revenues</b>	<b>\$194,081</b>	<b>\$199,787</b>	<b>\$195,948</b>	<b>\$101,074</b>
Capital Outlay			\$17,000	
Transfer to Capital Reserve	\$120,302		\$78,190	\$78,190
Services	\$33,160	\$44,061	\$55,758	\$50,208
<b>Total Expenditures</b>	<b>\$153,462</b>	<b>\$44,061</b>	<b>\$150,948</b>	<b>\$128,398</b>



## ROAD MAINTENANCE FUNDS

The City has two Special Revenue funds used mostly for Road Maintenance: the Gas Tax Fund, and the Measure J Fund.

The Gas Tax Fund is used to account for the City's share of local gas tax revenues and congestion management funds received from the State. These revenues are for the research, planning, construction, improvement, maintenance, and operation of public streets and highways (and their related public facilities for non-motorized traffic), including the mitigation of their environmental effects, the payment for property taken or damaged for such purposes, and the administrative costs necessarily incurred in the foregoing purposes. The City uses them for local roadway maintenance, roadway projects, and to subsidize the Street Lighting Fund.

The Measure J Fund is used to account for the City's share of the voter approved 1/2% sales tax for transportation projects. Measure J was passed by the voters as a successor tax to Measure C. Both are restricted to the same uses as Gas Tax revenues, but can also be applied to transit improvement and operations, growth management planning and compliance, pedestrian and bicycle trail construction/maintenance/operations, parking facility development, and transportation efficiency program development and operations (ridesharing, etc). The City uses its Measure J tax revenues for local roadway maintenance and roadway projects.

<b>FUND 140 – GAS TAX</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Gas Taxes	\$573,210	\$542,172	\$645,000	\$535,603
Interest	\$49,205	\$22,076	\$10,000	
Congestion Management Funds		\$283,532		\$330,717
<b>Total Revenues</b>	<b>\$622,415</b>	<b>\$847,780</b>	<b>\$655,000</b>	<b>\$866,320</b>
Services	\$114,342	\$401,453	\$323,197	\$197,379
Supplies	\$127,675	\$126,709	\$204,000	\$237,500
Capital Outlay	\$264,705	\$253,087	\$993,686	\$552,038
Transfers Out	\$65,101	\$91,000	\$110,000	\$87,966
<b>Total Expenditures</b>	<b>\$571,823</b>	<b>\$872,249</b>	<b>\$1,630,883</b>	<b>\$1,074,883</b>



<b>FUND 148 – MEASURE J (with Measure C information shown for comparison)</b>				
	2007-2008 Actual*	2008-2009 Actual*	2009-2010 Projected	2010-2011 Recommended
Grants			\$21,849	
Measure C Allocations	\$467,021	\$488,304		
Measure J Allocations			\$913,000	\$442,000
Interest	\$42,444	\$27,172	\$20,000	\$5,000
<b>Total Revenues</b>	<b>\$509,465</b>	<b>\$515,476</b>	<b>\$954,849</b>	<b>\$447,000</b>
Personnel Services				
Services	\$36,662	\$84,829	\$272,883	\$155,487
Supplies				
Capital Outlay**	\$102,135	\$20,026	\$1,523,422	\$979,396
<b>Total Expenditures</b>	<b>\$138,797</b>	<b>\$105,855</b>	<b>\$1,796,305</b>	<b>\$1,134,883</b>

\* Since Measure J is the successor measure to Measure C, FY 2007-2008 AND 2008-2009 Measure C revenues and expenditures are shown here for comparison

\*\* Fiscal Year 2009-2010 includes appropriations of final Measure C balances as well as appropriations of current year Measure J revenues.





## STORM WATER PROGRAM FUND

The City has a separate fund to account for its Storm Water Program activities. The program is funded by assessments on property owners, and pays for storm water and pollution runoff management activities mandated by the Federal Government.

<b>FUND 145 – STORM WATER PROGRAM</b>				
	2007-2008	2008-2009	2009-2010	2010-2011
	Actual	Actual	Projected	Recommended
Assessments	\$462,771	\$534,681	\$500,000	\$460,000
Interest	\$28,197	\$17,991	\$20,000	\$10,000
Other		\$150		
<b>Total Revenues</b>	<b>\$490,968</b>	<b>\$552,822</b>	<b>\$520,000</b>	<b>\$470,000</b>
Services	\$192,675	\$427,538	\$328,500	\$346,000
Supplies	\$97,884	\$114,102	\$136,500	\$121,500
Capital Outlay			\$319,853	
<b>Total Expenditures</b>	<b>\$290,559</b>	<b>\$541,640</b>	<b>\$784,853</b>	<b>\$467,500</b>



## POLICE SERVICE FUNDS

The City has two police service funds: The P-6 Fund and the Supplemental Law Enforcement Services Fund (SLESF). The P-6 Fund is where the City accounts for the City's police services special tax, all of which are budgeted to augment general fund resources in funding the Police Department budget. The SLESF is where the City accounts for Supplemental Law Enforcement Grants from the State. The recommended budget includes the use of both the fiscal year 2009-2010 and fiscal year 2010-2011 grants from The State to supplement police department costs in fiscal year 2010-2011.

<b>FUND 150 – P-6 POLICE SERVICES</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Assessments	\$1,926,225	\$2,074,659	\$2,070,158	\$2,185,000
Interest				
<b>Total Revenues</b>	<b>\$1,926,225</b>	<b>\$2,074,659</b>	<b>\$2,070,158</b>	<b>\$2,185,000</b>
Services	\$2,093,625	\$2,074,659	\$2,070,158	\$2,185,000
<b>Total Expenditures</b>	<b>\$2,093,625</b>	<b>\$2,074,659</b>	<b>\$2,070,158</b>	<b>\$2,185,000</b>

<b>FUND 151 – SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Grant Revenues	\$103,099	\$35,345		\$200,000
Interest	\$1,559	\$345		
<b>Total Revenues</b>	<b>\$104,658</b>	<b>\$35,690</b>		<b>\$200,000</b>
Services		\$300		\$200,000
Supplies	\$22,624	\$3,000		
Capital Outlay	\$82,283	\$32,390		
<b>Total Expenditures</b>	<b>\$104,907</b>	<b>\$35,690</b>		<b>\$200,000</b>



## DEVELOPER DEPOSITS FUNDS

The City has a separate fund to account for developer deposits and related development application processing costs. The revenues are earned only as work is performed and costs incurred. All deposits that are unused in the application review process are returned to the applicant when the review is completed.

<b>FUND 301 – DEVELOPER DEPOSITS</b>				
	2007-2008 Actual	2008-2009 Actual	2009-2010 Projected	2010-2011 Recommended
Developer Fees	\$2,116,388	\$1,068,972	\$565,640	\$409,390
<b>Total Revenues</b>	<b>\$2,116,388</b>	<b>\$1,068,972</b>	<b>\$565,640</b>	<b>\$409,390</b>
Services	\$2,116,388	\$1,068,972	\$565,640	\$409,390
<b>Total Expenditures</b>	<b>\$2,116,388</b>	<b>\$1,068,972</b>	<b>\$565,640</b>	<b>\$409,390</b>





## DEBT SERVICE FUNDS

### Program Costs and Revenues

Debt Service Funds are where we account for the Principal, Interest, and administrative costs associated with the City's debt.

### Program Description

The City currently has one debt outstanding:

- The 2006 Certificate of Participation issued by the City's Financing Authority to purchase 3221 Main Street and pay for the City Hall improvements on the Downtown Civic Center site. It is being repaid with Public Facilities Impact Fees

### Staffing Summary

No staffing is permanently allocated to debt management, however the Finance Department ensures the City complies with financial reporting requirements and interfaces with contracted administrators. The City hires NBS Financial as its dissemination agent, and Wells Fargo as trustee and Fiscal Agent.

### Program Objectives

The primary operating objectives for the City remain unchanged for fiscal year 2010-2011: to make the debt service payments, to oversee the services provided by the contractors, and to ensure the preparation of all required public reporting.

### Program Changes

None



**Debt Service 2006 Certificates of Participation  
Fund 351**

<b>ESTIMATED REVENUES</b>		
Transfers In	Interest Income	Total Revenues
\$570,436		\$570,436

<b>PROPOSED EXPENDITURES</b>			
Principal	Interest	Administration	Total Expenditures
\$220,000	\$334,436	\$16,000	\$570,436

**DEBT LISTING:**

2006 Certificates	Civic Center Project	\$8,500,000
-------------------	----------------------	-------------

**REMAINING DEBT SERVICE:**

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total Debt Service</b>
2010-11	\$220,000	\$334,435	\$554,435
2011-12	\$230,000	\$325,635	\$555,635
2012-13	\$240,000	\$316,435	\$556,435
2013-14	\$255,000	\$306,835	\$561,835
2014-15	\$265,000	\$296,635	\$561,635
Other Years	\$6,690,000	\$2,933,445	\$9,623,445
<b>Totals</b>	<b>\$7,900,000</b>	<b>\$4,513,420</b>	<b>\$12,413,420</b>



## CAPITAL PROJECTS FUNDS

### Capital Improvement Programs

Each year, the City Council updates the Five Year Capital Improvement Program (CIP) as part of its annual budget process. The timeframe for the update this year covers fiscal year 2010-2011 through 2014-2015. Throughout the year Staff has provided the City Council with project updates and a number of projects have progressed through the design, right of way, and construction phases. In addition, the Redevelopment Agency has held separate hearings on the priorities and progress of projects being funded by the 2008 bond proceeds. Those discussions have been incorporated into the draft update that is being presented for consideration.

Over the last several years the City's CIP has been very aggressive in both construction projects and advanced planning studies. Although impact fee revenue is projected to be slow again this year due to the downturn in the building cycle, prudent planning and the RDA bond proceeds will allow for the City to have another active capital improvement year. Several new projects were added throughout the last year as a result of grant or special, one time funding sources, with the total list including 122 projects at the end of fiscal year 2009-2010.

The number of new projects for this year is low at 2, but in total, 33 projects are proposed to be either under design or construction during the year. The scope, budget, and schedule for each project has been reviewed by staff and modified as deemed appropriate. A comprehensive detailed CIP document is being provided with this report for review. In many cases the modifications are subtle and reflect the best information available at this time. Each project sheet indicates proposed changes from the prior year program as the last item in the comment section. A summary of the anticipated revenues, capital expenditures by fund, and significant program modifications is provided below. Since CIP projects can be complex and cover multiple years, City policies allow for funds budgeted in years past to be rolled over for expenditure in the current year. All fiscal year 2010-2011 budget requests are for new or additional monies.



### Available Funds

Funding Source (Fund #)	Estimated FYE Fund Balance	Estimated FY 10/11 Revenues	Proposed FY 10/11 Operational Expenses	Amount Available for New CIP Appropriations
Traffic Impact Fees (202)	\$2,285,000	\$550,000	\$329,863	\$2,505,137
Public Facilities Fees (206)	\$374,000	\$414,500	\$584,936	\$203,564
Park Impact Fees (204)	\$823,000	\$203,000	\$11,000	\$1,015,000
Fire Facilities Impact Fees (208)	\$60,000	\$122,350	\$8,400	\$173,950
Redevelopment Agency Funds (912)	\$7,112,000	\$50,000		\$7,162,000
Measure J (148)	\$720,000	\$447,000	\$277,383	\$889,617
Gas Tax (140)	\$228,000	\$866,320	\$642,383	\$451,937
Developer Contributions				
Grant (201)		\$168,314	\$168,314	
General Capital Projects (201)	\$203,000	\$50,000	\$2,500	\$250,500
Reserve for Qualifying Expenditures (207)				
Proposition 1B (209)		\$474,000		
Main Street Fund	\$330,000	\$53,000	\$2,500	\$580,500





### Proposed Project Expenditures

Funding Source	2010-2011 Expenditures
Traffic Impact Fees	\$2,399,000
Public Facilities Fees	
Park Impact Fees	\$904,000
Fire Facilities Impact Fees	\$173,950
Redevelopment Agency Funds	\$50,000
Measure J	\$857,500
Gas Tax	\$432,500
Developer Contributions	
Grants	\$168,314
General Capital Projects	\$50,000
Reserve for Qualifying Expenditures	
Proposition 1B	\$474,000
Main Street Fund	
<b>Total</b>	<b>\$5,335,314</b>

\*The expenditures listed above are directly related to specific projects as described in the following sections. Available revenues not directly related to specific projects are budgeted to general construction categories in the various funds and are obligated to projects throughout the year through further City Council action or are carried through to FYE Fund Balance for use in the following year.



## Proposed New Activities for 2010-2011

The following projects are either new to the CIP this year or have new money being budgeted to them this year:

*Project 12, Citywide Safety and Traffic Management Improvements-* This annual project implements spot transportation safety improvements such as the Neighborhood Traffic Management Program (NTMP). The funding level for the project remains the same as last year. The first physical NTMP project is currently being bid and is planned to be implemented in early fiscal year 2010-2011. The project will install speed humps and related signage in the Hill, Malicoat and Douglas area. Total fiscal year 2010-2011 Budget- \$100,000 (\$62,500 Measure J, \$37,500 Gas Tax)

*Project 13, Citywide Frontage Improvement Gap Closures-* This annual project is used to fill in gaps in sidewalks throughout the City. Projects on Empire Avenue near Bedford Lane and Oakley Road are currently in the design phase and are planned to be implemented in fiscal year 2010-2011. The budget for this year has been increased because the Empire Avenue at Oakley Road project is larger than the typical gap closures from the past. Total fiscal year 2010-2011 Budget- \$375,000 (\$250,000 Measure J, \$125,000 Gas Tax)

*Project 14, Citywide Pavement Management-* This annual project is used to perform preventative maintenance on streets throughout the City. The project got a financial boost in fiscal year 2008-2009 from the American Reinvestment and Recovery Act to the tune of \$805,000, which included work on Delta Road and Oakley Road. Local dollars were used to fund projects on Neroly Road, Laurel Road, and O'Hara Avenue. A project for Empire Avenue has been designed and is planned to be implemented in fiscal year 2010-2011. Total fiscal year 2010-2011 Budget- \$497,642 (\$250,000 Measure J, \$197,642 Gas Tax, 50,000 General Capital Projects)

*Project 15, Citywide Drainage Improvements-* This annual project has been used in years past to install drainage improvements on Cypress Road, Norcross Lane, Mercedes Lane, and Thomas Drive. The funds for this year are planned to be used in conjunction with the gap closure funds to address a long standing ponding area on Empire Avenue near Oakley Road. Total fiscal year 2010-2011 Budget- \$40,000 (\$20,000 Measure J, \$20,000 Gas Tax)



*Project 50, Thoroughfare Street Tree Planting-* This project repairs and enhances the treescapes along major City roadways. Past projects have included substantial renovation on Vintage Parkway and trees in the new medians on Neroly and O'Hara. No specific projects have been identified at this time. Total fiscal year 2010-2011 Budget- \$50,000 (\$37,500 Measure J, \$12,500 Gas Tax)

*Project 77, Citywide Street Name Signs-* This is the fifth installment of this project to replace all street name signs in Oakley with the current decorative standard. The project has replaced most arterial and collector street signs and will continue to transition into neighborhoods. Total fiscal year 2010-2011 Budget- \$75,000 (\$37,500 Measure J, \$37,500 Gas Tax)

*Project 112, Brown Road Widening, Neroly to Laurel-* Subdivision 8731 (Magnolia Park) was conditioned to widen this roadway but could not acquire the necessary right of way. The property has since fallen behind on its mortgage so a right of way transaction could not be completed. Staff believes that the property issues are nearly resolved and that the right of way can soon be acquired. Funds are being budgeted for right of way acquisition only at this time as construction costs are expected to be fronted by the developer and paid back over time. Total fiscal year 2010-2011 Budget- \$50,000 (\$50,000 TIF)

*Project 113, O'Hara Widening, Carpenter to Vintage-* Similar to CIP #112, Subdivision 8731 (Magnolia Park) was conditioned to widen this roadway but could not acquire the necessary right of way. The City acquired the necessary right of way in fiscal year 2009-2010 and is currently working with the property owner to relocate a cottage that is in the way of construction. Once that is complete, utilities will need to be relocated before roadway construction can begin. Given the City's investment and involvement in the project at this time, it may be more logical for the City to fund and coordinate as much of the project as possible. Based on the approved budget, Staff will approach the developer to discuss options for funding and completing the project. Total fiscal year 2010-2011 Budget- \$1,049,000 (\$849,000 TIF, \$200,000 Measure J)



*Project 116, Marsh Creek Restoration, Creekside Park-* In fiscal year 2007-2008 the City received a River Parkways Grant to fund the restoration of Marsh Creek adjacent to Creekside Park. That project was put on hold due to State fiscal issues, but is now moving forward again. The design has been coordinated with Creekside Park Phase II (CIP #111) and as a result, additional hydraulic modeling will be required prior to the Flood Control District approving this project. It also appears that a portion of the BMX area at the park will need to be removed to accommodate the required creek cross section. The grant requires a local match of \$100,000 for the pedestrian bridge across Marsh Creek, and those funds have not been budgeted in the past. Total fiscal year 2010-2011 Budget- \$100,000 (\$100,000 Park Impact)

*Project 122, PG&E Site Demolition-* The City acquired the former PG&E site at 5400 Neroly Road in fiscal year 2009-2010. There are several existing structures on the site that need to be removed. Funds are being budgeted for removal of the structures and clearing of the site. Total fiscal year 2010-2011 Budget- \$50,000 (\$50,000 2008 RDA Bond)

*Project 123, Holly Creek Park Phase II-* This project will construct the second phase of Holly Creek Park including irrigation and turf in the suppressed area of the detention basin. The first phase of the project was completed in fiscal year 2007-2008 and has been very well received by the neighborhood. The second phase will add enough turf area to allow for pickup and organized sporting activities, although limited parking in the neighborhood will make programming options somewhat limited. Total fiscal year 2010-2011 Budget- \$804,000 (\$804,000 Park Impact Fees)

*Project 124, Laurel Road Widening, O'Hara to Laurel Ballfields-* The Laurel Road precise alignment implementation plan calls for Laurel to be widened from O'Hara west to the Bypass and then O'Hara east to Main Street. With the western segment now done, the next phase will start the eastward expansion. Ultimate right of way has been dedicated along the north side of the road from O'Hara through the Laurel Ballfields Park. The proposed first phase project will vertically realign the road to its ultimate grade and will install curb, gutter, sidewalk, and pavement widening along the north side of the road. Depending on available funds and right of way to the south, the median and possibly an eastbound lane south of the median may be constructed. Total fiscal year 2010-2011 Budget- \$1,974,000 (\$1,500,000 TIF, \$474,000 Proposition 1B)



*Project 125, Streetlight Replacement Project-* This project will retrofit approximately three hundred high pressure sodium (HPS) bulb streetlights with light emitting diode (LED) bulbs. LED bulbs provide up to a 50% reduction in energy costs compared to HPS bulbs and provide a more natural looking light. The City received an Energy Efficiency and Conservation Block Grant (EECB Grant), which is part of the Federal stimulus program, for the project. The City has entered into a partnership agreement with PG&E where PG&E will manage the construction implementation of the project and the City will fund PG&E's resulting direct costs. Total fiscal year 2010-2011 Budget- \$168,314 (\$168,314 EECB Grant Funds)

## **Ongoing Activities**

The following projects were started during fiscal year 2009-2010 or earlier and will continue to be pursued in fiscal year 2010-2011:

*Project 69, Main Street Widening-* During fiscal year 2008-2009 the City Council and Redevelopment Agency approved contract amendments to complete the preliminary engineering, environmental documentation, and phase one plans (Hwy 160 through the Bridgehead/Neroly intersection) for this project. Caltrans approval for those items is expected in fiscal year 2010-2011, and construction would follow. All funds were budgeted in prior years.

*Project 72, O'Hara Avenue Widening, Laurel to Carpenter-* A construction contract for this project was awarded in fiscal year 2009-2010 and construction is ongoing. The project is expected to be complete in early fiscal year 2010-2011. All funds were budgeted in prior years.

*Project 87, Empire Avenue Widening, Carpenter to Laurel-* A construction contract for this project was awarded in fiscal year 2009-2010 and construction is ongoing. The project is expected to be complete in early fiscal year 2010-2011. The project includes a median and frontage improvements near Gateway as well (CIP #27). All funds were budgeted in prior years.

*Project 91, O'Hara/Cypress Signalization-* This project to widen and signalize the O'Hara and Cypress intersection is designed and property acquisition is complete. Construction will begin once utility relocation is complete; which is expected in the next month or so. All funds were budgeted in prior years.



*Project 92, Neroly Road Westerly Extension-* The Neroly Road Precise Alignment includes a westerly extension of Neroly Road from the new Neroly/Empire intersection constructed with the Magnolia Park project. The Empire Station development was originally conditioned to construct the extension, but given that the development has stalled, the City has taken over the roadway project. All right of way has been acquired and utility coordination is ongoing. The design is 90% complete. Construction is anticipated this summer. All funds were budgeted in prior years.

*Project 96, O'Hara Widening, Cypress to Laurel-* This project will widen O'Hara Avenue as a four lane divided arterial from Laurel Road north across the CCWD canal and in front of the Moura parcel. The project will also complete frontage improvements on the west side of O'Hara just north of Chianti. Design, environmental, and property acquisition are underway. Staff is also coordinating access modifications with Oakley Union Elementary School District. All funds were budgeted in prior years.

*Project 99, Sandy Lane Sewer-* This project to install sewer in the future alignment of Sandy Lane is currently in the design phase. As part of the design it was determined that a large diameter gas line occupy the same alignment. The line has been precisely located and the roadway design is being coordinated with PG&E. Once they have approved the alignment, right of way acquisition can begin. All funds were budgeted in prior years.

*Project 100, Live Oak Storm Water Outfall-* This project will construct the detention basin outfall and three inlet structures for the existing basin west of Live Oak Avenue. Design is approximately 90% complete and the Caltrans permit has been applied for. Property acquisition is underway, and construction is expected this summer. All funds were budgeted in prior years.

*Project 101, Main/Teakwood Frontage Improvements-* This project to install frontage improvements on Main Street between Teakwood Drive and the Lucky shopping center is 100% designed, and property acquisition is complete. Construction will commence once a Caltrans permit has been obtained. That is expected shortly. All funds were budgeted in prior years.



*Project 103, Main Street Realignment-* This project to realign Main Street from Vintage Parkway to Norcross Lane is 100% designed. Property acquisition is underway and construction is expected to begin this summer. All funds were budgeted in prior years.

*Project 105, Main Street Frontage Improvements-* This project to install frontage improvements and a traffic signal on the south side of Main between the Public Storage center and the Raley's Shopping Center is 90% designed. The project cannot be processed through Caltrans until the Project Study Report and Project Report for CIP #69 are approved by Caltrans; which is expected early this summer. Construction is expected later this year. All funds were budgeted in prior years.

*Project 108, Downtown Parking Lot –* The construction contract for this project was awarded in April and construction will begin shortly. The project should be complete this summer. All funds were budgeted in prior years.

*Project 111, Creekside Park Phase II-* A construction contract for this project was awarded in March and construction will begin within the next few weeks. The project should be complete this summer. All funds were budgeted in prior years.

*Project 119, Cypress Road Landscaping-* A construction contract to landscape the north side of Cypress Road across from Ponderosa Way was awarded in February and construction has begun. The project should be complete this summer. All funds were budgeted in prior years.







## INTERNAL SERVICE FUNDS

### **Program Costs and Revenues**

The City's Internal Service Funds are used to establish reserves for equipment and vehicle replacement, and for capital facilities maintenance and replacement. All of the revenues recommended in the Budget are transfers in from the General Fund. The funds transferred are partially from taxes, partially from fees and other revenues.

### **Program Description**

The City charges all of its departments for depreciation (or as necessary, asset replacement costs) on capital assets, the proceeds of which are transferred to the Internal Service Funds. Asset replacement and significant facilities maintenance costs are then paid for by these funds.

### **Staffing Summary**

Staff time related to asset replacement activities and accounting for these funds is charged to the funds.

### **Program Objectives**

The Equipment and Vehicle Replacement Fund contains budgeted expenditures to replace 3 patrol cars, up to 10 network stations, updates for network software, and computer parts that can wear out over time.

### **Program Changes**

The 2010-2011 program continues the City's practice to repair computer workstations instead of replacing, where appropriate, although based on assessments of current equipment condition and performance, the program anticipates the need to replace approximately 10 workstations that are no longer practical to repair. The program included appropriations to replace 3 last year. The 2010-2011 program also includes updates to network software previously delayed; the updates are necessary as the vendors are soon expected to end supporting the older versions currently in use.



## FUND 501      EQUIPMENT REPLACEMENT FUND

### Revenues

Transfers in	\$279,000
Salvage Values	\$ 3,000
Interest	\$ 4,000
Total Revenues	<u>\$286,000</u>

### Expenditures

Patrol Cars (3)	\$125,000
Workstations/Parts	13,500
Replace PD Firewall	3,750
Replace City Hall Router	2,500
Software Upgrades *	19,500
Interfund Charges	<u>10,000</u>
Total Expenditures	<u>\$174,250</u>

\* VmWare, MS SQL Server, and Citrix Software



**FUND 502                    CAPITAL FACILITIES MAINTENANCE &  
REPLACEMENT FUND**

**Revenues**

Transfers in	\$0
Interest	\$2,000

**Expenditures**

Interfund Charges	\$3,000
-------------------	---------

Fund balances in Fund 502 are projected to be \$277,000 at July 1, 2010; and staff believes that amount is sufficient to meet the policy target of enough to pay for 5 years' estimated costs. As a result, no additional transfers-in have been budgeted for FY 2010-2011.

<b>EQUIP AND VEHICLE RESERVE DEVELOPMENT</b>						
<b>(AMOUNTS IN THOUSANDS)</b>						
	<b>FY</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>	<b>FY</b>
	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
Est. Accum Depr BOY	\$1,519	\$1,565	\$1,855	\$2,080	\$2,330	\$2,555
Est. New Depreciation	423	425	400	400	400	400
Est. Deletions (Replaced assets)	(377)	(135)	(175)	(150)	(175)	(200)
<b>Est. Accum Depr EOY</b>	<b>\$1,565</b>	<b>\$1,855</b>	<b>\$2,080</b>	<b>\$2,330</b>	<b>\$2,555</b>	<b>\$2,755</b>
Net additions to reserve (including interest, asset sales, and insurance recoveries)	\$370	\$243	\$286	\$275	\$288	\$300
Reserve Bal BOY	828	833	928	1040	1,165	1,278
Equipment Replacements and Interfund Charges	(365)	(148)	(174)	(150)	(175)	(200)
<b>Reserve Bal EOY</b>	<b>\$833</b>	<b>\$928</b>	<b>\$1040</b>	<b>\$1,165</b>	<b>\$1,278</b>	<b>\$1,378</b>
Target @ 50% Accum Depr.	\$783	\$928	\$1040	\$1,165	\$1,278	\$1,378

BOY= Beginning of the year

EOY=End of the year



## **AGENCY FUNDS**

### **Program Costs and Revenues**

The Agency Funds included below contain the Principal, Interest, and administrative costs associated with debt issued by City Assessment Districts. All of these costs are supported by special assessments. No General Fund support is required or anticipated, and they are not backed by the full faith and credit of the City. They are secured only by the assessments.

### **Program Description**

The City currently has two such debts outstanding:

- The 2004-1 Assessment District Bond. It was issued to acquire infrastructure assets in the Cypress Grove and Live Oak Ranch areas, and is being repaid from special assessments levied on property owners in the two developments.
- The 2006-1 Assessment District Bond. It was issued to acquire infrastructure assets in the Magnolia Park and Riata areas, and is being repaid from special assessments levied on property owners in the two developments.

### **Staffing Summary**

No staffing is permanently allocated to managing these funds, however the Finance Department ensures debt service is paid timely, that covenants and financial reporting requirements are met, and is responsible for all interactions with contracted administrators. The City hires NBS Financial to administer its assessments and Wells Fargo as trustee and Fiscal Agent.

### **Program Objective**

The primary operating objectives for the City remain unchanged for fiscal year 2010-2011: to ensure the assessment and collection of the assessments, to make the debt service payments, oversee the services provided by the contractors, and ensure the preparation of all required public reporting.

### **Program Changes**

None



**2004-1 ASSESSMENT DISTRICT DEBT**  
**Fund 621**

ESTIMATED REVENUES		
Assessment Revenues	Interest Income	Total Revenues
\$1,191,409	\$500	\$1,191,909

PROPOSED EXPENDITURES			
Principal	Interest	Administration	Total Expenditures
\$290,000	\$864,409	\$33,000	\$1,187,409

**DEBT LISTING:**

2004-1 AD	Cypress Grove/Live Oak	17,150,000
-----------	------------------------	------------

**REMAINING DEBT SERVICE:**

Fiscal Year	Principal	Interest	Total Debt Service
2010-11	\$290,000	\$864,409	\$1,154,409
2011-12	\$305,000	\$850,787	\$1,155,787
2012-13	\$315,000	\$835,899	\$1,150,899
2013-14	\$330,000	\$819,893	\$1,149,893
2014-15	\$350,000	\$802,381	\$1,152,381
Other Years	\$13,180,000	\$9,525,636	\$22,705,636
<b>Totals</b>	<b>\$14,770,000</b>	<b>\$13,699,005</b>	<b>\$28,469,005</b>



**2006-1 ASSESSMENT DISTRICT DEBT  
FUND 622**

<b>ESTIMATED REVENUES</b>		
Assessment Revenues	Interest Income	Total Revenues
\$789,166	\$500	\$789,666

<b>PROPOSED EXPENDITURES</b>			
Principal	Interest	Administration	Total Expenditures
\$200,000	\$556,666	\$33,000	\$789,666

**DEBT LISTING:**

2006-1 AD	Magnolia Park/Riata	\$11,460,000
-----------	---------------------	--------------

**REMAINING DEBT SERVICE:**

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total Debt Service</b>
2010-11	\$200,000	\$556,666	\$756,666
2011-12	\$210,000	\$547,696	\$757,696
2012-13	\$220,000	\$538,071	\$758,071
2013-14	\$230,000	\$527,747	\$757,747
2014-15	\$240,000	\$516,668	\$756,668
Other Years	\$9,795,000	\$6,687,220	\$16,482,220
<b>Totals</b>	<b>\$10,895,000</b>	<b>\$9,374,068</b>	<b>\$20,269,068</b>







## 10 YEAR PLAN

The 10 Year Plan is the City's tool for evaluating our success in ensuring service sustainability. It is organized by revenue type and function; and includes an indication of the general character of the revenues and expenditures shown as either recurring or one-time in nature. It also now includes information that reflects the State's Prop 1A borrowing and when we anticipate repayment.

For purposes of the 10 Year Plan, if a revenue class is likely to be recurring for a period of 5 years or more, we treat it as recurring. This includes certain development related fees that can be, as current times prove, less predictable. For instance, building permit revenue will always exist, but it is more sensitive to economic changes than property taxes. In light of the recession, last year we made significant reductions in the assumptions concerning building permit revenue; and since the economy remains weak, we continue those more conservative assumptions today and going forward for several years. Although the estimates are quite conservative, it may take that long for activity levels to return to a more normal level. The same holds true for excess revenues available to augment Gas Tax and Measure C/J revenues that are largely dedicated to roadway maintenance.

Also, since we include both general purpose and special purpose (assigned) revenues in the Plan, it's important that we reiterate that the while the City may fund eligible programs with both restricted and unrestricted funds, its policy is to apply restricted funds to such programs first, followed by general purpose revenues if necessary. Reviewing this is important in order to establish in general the reason the reserves for assigned revenues are smaller in the Plan.

As the Plan is intended to help us see where we are succeeding in achieving service sustainability and where we must improve, it should be reviewed with this goal in mind. In particular, loans, transfers, and subsidies are shown separately and should be examined to determine and consider why they are necessary or desirable, if they should continue over the long-term, or whether these funds are better allocated to higher priorities.



## Staff's Conclusions and Recommendations

The Plan included in this Budget confirms that we must remain disciplined and vigilant in controlling costs. The City's operations are and can remain balanced over time, but if the projections come as currently shown, additional adjustments will need to be made in the out years as operating costs will eventually exceed operating revenues. We certainly hope the current economic slowdown ends sooner rather than later; however, we continue to adjust and believe we have planned for and will continue to successfully navigate the challenges presented.

(10 Year Plan attached.)

City of Oakley  
10 Year Plan  
For Inclusion in the  
FY 2010-11 Recommended Budget

Description	General Character	(Dollars in Thousands)															
		Actual	Actual	Actual	Actual	Projected	Proposed										Total
		05/06	06/07	07/08	08/09	09/10	10/11	11/12 3%	12/13 4%	13/14 5%	14/15	15/16	16/17	17/18	18/19	19/20	10/11-19/20
<b>General Purpose Revenues</b>																	
Property Taxes	Recurring	\$1,640	\$2,388	\$2,659	\$2,465	\$1,933	\$1,778	\$1,832	\$1,905	\$2,000	\$2,100	\$2,205	\$2,316	\$2,431	\$2,553	\$2,680	19,120
PT in Lieu of VLF	Recurring	2,044	2,228	2,624	2,474	1,940	\$1,785	1,838	\$1,912	2,007	2,108	2,213	2,324	2,440	2,562	\$2,690	19,190
Less State Prop 1A Loan/Repayment w/2% int.	On Occasion					(405)			\$429								
Sales & Use Tax	Recurring	1,194	1,268	1,617	1,465	1,215	1,168	1,226	1,288	1,352	1,420	1,491	1,565	1,643	1,726	\$1,812	12,879
Motor Vehicle In-Lieu Fees	Recurring	625	167	150	121	128	95	100	105	110	115	121	127	134	140	\$147	1,048
Trans. Occupancy Tax (TOT)	Recurring	208	220	217	164	140	140	147	154	162	170	179	188	197	207	\$217	1,544
Real Property Transfer Tax	Recurring	341	335	190	195	185	185	191	\$198	208	218	229	241	253	266	\$279	1,989
Franchise Fees	Recurring	372	448	472	518	537	707	742	779	818	859	902	947	995	1,045	\$1,097	7,796
Business License Tax	Recurring	90	111	112	117	115	115	121	127	133	140	147	154	162	170	\$178	1,268
Traffic Fines	Recurring	100	79	98	70	92	95	100	105	110	115	121	127	134	140	\$147	1,048
Interest Income	Recurring	328	667	601	280	100	75	100	150	150	150	150	150	150	150	\$158	1,225
<b>Subtotal General Purpose</b>		<b>6,942</b>	<b>7,911</b>	<b>8,740</b>	<b>7,869</b>	<b>5,980</b>	<b>6,143</b>	<b>6,397</b>	<b>7,152</b>	<b>7,051</b>	<b>7,397</b>	<b>7,759</b>	<b>8,139</b>	<b>8,539</b>	<b>8,958</b>	<b>9,406</b>	<b>67,106</b>
<b>Fee/Reimbursement Revenues</b>																	
Building Permits/Plan Check/Rental Inspections	Recurring	2,899	2,704	1,375	898	842	745	767	948	977	1,118	1,152	1,186	1,222	1,258	1,296	9,373
Engineering Fees	Recurring	106	55	97	39	26	26	27	29	30	32	33	35	37	38	40	287
Planning Fees	Recurring	97	87	40	31	18	20	21	22	23	24	26	27	28	30	31	221
Law Enforcement Fees/Reimbursement Revenues	Recurring	33	54	45	88	52	52	54	55	57	59	60	62	64	66	68	528
Recreation Fees	Recurring	39	25	52	60	52	37	39	41	43	45	47	50	52	55	57	408
City Admin Fees	Recurring	950	1,453	451	252	218	250	258	318	328	375	386	398	410	422	435	3,145
Interfund Cost Recoveries (operations)	Recurring	3,541	3,516	3,760	4,004	4,482	4,759	5,008	5,364	5,799	6,284	6,807	7,369	7,975	8,628	9,318	57,994
Interfund Cost Recoveries (charging grant funds)	one-time	64	2	22	43	26	21										21
Other Miscellaneous Fees & Charges	Rec & one-time	23	31	169	186	174	159	167	175	184	193	203	213	224	235	247	1,753
<b>Subtotal Fee/Reimbursement Revenues</b>		<b>7,752</b>	<b>7,927</b>	<b>6,011</b>	<b>5,601</b>	<b>5,890</b>	<b>6,069</b>	<b>6,340</b>	<b>6,953</b>	<b>7,441</b>	<b>8,130</b>	<b>8,714</b>	<b>9,340</b>	<b>10,011</b>	<b>10,732</b>	<b>11,492</b>	<b>73,730</b>
<b>Total General Operating Revenues</b>		<b>14,694</b>	<b>15,838</b>	<b>14,751</b>	<b>13,470</b>	<b>11,870</b>	<b>12,212</b>	<b>12,737</b>	<b>14,105</b>	<b>14,493</b>	<b>15,527</b>	<b>16,473</b>	<b>17,479</b>	<b>18,550</b>	<b>19,690</b>	<b>20,898</b>	<b>140,836</b>
<b>Release of Dutch Slough Fund Balance Reserves</b>	one-time	55	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Sources of Funds</b>		<b>14,749</b>	<b>15,888</b>	<b>14,751</b>	<b>13,470</b>	<b>11,870</b>	<b>12,212</b>	<b>12,737</b>	<b>14,105</b>	<b>14,493</b>	<b>15,527</b>	<b>16,473</b>	<b>17,479</b>	<b>18,550</b>	<b>19,690</b>	<b>20,898</b>	<b>140,836</b>

City of Oakley  
10 Year Plan  
For Inclusion in the  
FY 2010-11 Recommended Budget

(Dollars in Thousands)																	
Description	General Character	Actual	Actual	Actual	Actual	Projected	Proposed									Total 10/11-19/20	
		05/06	06/07	07/08	08/09	09/10	10/11	11/12 2%,4%	12/13 3%,5%	13/14 4%,6%	14/15	15/16	16/17	17/18	18/19		19/20
<b>Department Expenses</b>																	
City Council	Recurring	44	51	67	50	52	60	53	62	55	64	57	67	60	70	62	548
Elections	Recurring	0	0	0	23	3	30	0	32	0	35	0	39	0	43	0	179
City Manager	Recurring	575	524	421	462	461	404	412	424	441	459	477	497	516	537	559	4,168
Economic Development	Recurring	0	21	32	30	18	16	16	17	17	18	19	20	20	21	22	165
Community Outreach	Recurring	86	119	104	164	111	68	69	71	74	77	80	84	87	90	94	702
Human Resources	Recurring	12	30	39	11	13	14	14	15	15	16	17	17	18	19	19	144
Maintenance Custodial	Recurring					16	27	28	28	30	31	32	33	35	36	37	279
City Clerk	Recurring	271	268	263	267	244	234	239	246	256	266	277	288	299	311	324	2,414
Finance	Recurring	564	558	632	615	601	477	487	501	521	542	564	586	610	634	659	4,922
Information Technology	Recurring	181	168	210	245	229	219	223	230	239	249	259	269	280	291	303	2,260
Public Safety	Recurring	5,143	5,645	6,642	6,977	7,075	7,252	7,626	8,140	8,769	9,461	10,205	11,003	11,861	12,782	13,758	87,100
City Attorney	Recurring	257	176	307	487	234	225	230	236	246	256	266	277	288	299	311	2,322
Animal Control	Recurring	68	102	122	152	168	183	187	192	200	208	216	225	234	243	253	1,888
Community Development	Recurring	704	649	655	580	525	528	539	555	577	600	624	649	675	702	730	5,448
Building Inspection	Recurring	2,888	2,202	1,198	749	689	560	537	664	684	783	806	830	855	881	907	6,600
Code Enforcement/Rental Inspections	Recurring	0	30	24	12	30	35	36	37	38	40	41	43	45	47	48	361
Public Works/Engineering	Recurring	1,641	1,280	1,296	1,196	1,171	1,093	1,115	1,148	1,194	1,242	1,292	1,343	1,397	1,453	1,511	11,278
Public Works Maintenance	Recurring		63	97	97	87	97	99	102	106	110	115	119	124	129	134	1,001
Recreation	Rec & one-time	600	437	410	444	368	294	300	309	321	334	347	361	376	391	406	3,033
Parks	Recurring	52	107	198	197	239	290	296	305	317	330	343	356	371	386	401	2,992
<b>Department Expenditures:</b>		<b>13,086</b>	<b>12,430</b>	<b>12,717</b>	<b>12,758</b>	<b>12,334</b>	<b>12,106</b>	<b>12,505</b>	<b>13,315</b>	<b>14,102</b>	<b>15,121</b>	<b>16,036</b>	<b>17,106</b>	<b>18,149</b>	<b>19,364</b>	<b>20,540</b>	<b>134,811</b>
<b>Non-Departmental Expenses</b>																	
Other Non-Departmental Expenses	Recurring	405	356	434	476	484	397	405	417	434	451	469	488	507	528	549	4,096
Equipment Replacement (exp & reserve)	Recurring	345	345	350	350	237	279	280	290	300	310	320	330	340	350	360	2,799
Capital Facilities Mtc & Replacement (exp & reserve)	Recurring	0	88	160	14	0	0	20	30	50	50	50	50	50	50	50	350
County Transition Payment	one-time	284															
Interim Needs/Contingency	Recurring	71	34	17	4	133	258	270	286	302	322	341	362	383	407	431	2,932
Amount charged to Departments	Recurring	(1,270)	(1,233)	(1,354)	(1,290)	(1,005)	(934)	(975)	(1,023)	(1,086)	(1,134)	(1,180)	(1,230)	(1,280)	(1,335)	(1,390)	(10,177)
<b>Total Non-Department Expend.</b>		<b>(165)</b>	<b>(410)</b>	<b>(393)</b>	<b>(446)</b>	<b>(151)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>		<b>12,921</b>	<b>12,020</b>	<b>12,324</b>	<b>12,312</b>	<b>12,183</b>	<b>12,106</b>	<b>12,505</b>	<b>13,315</b>	<b>14,102</b>	<b>15,121</b>	<b>16,036</b>	<b>17,106</b>	<b>18,149</b>	<b>19,364</b>	<b>20,540</b>	<b>134,811</b>
<b>Net General Operating Revenue (Expense)</b>		<b>1,773</b>	<b>3,818</b>	<b>2,427</b>	<b>1,158</b>	<b>(313)</b>	<b>106</b>	<b>232</b>	<b>790</b>	<b>391</b>	<b>406</b>	<b>436</b>	<b>373</b>	<b>401</b>	<b>327</b>	<b>359</b>	
<b>Transfers and Loans</b>																	
Transfer to Reserve for Qualifying Capital Projects	recurring	(691)	(1,353)	(1,157)	(115)												0
Transfers to Roadway Maintenance Programs	recurring	0	(100)		(200)	(38)	(50)	(50)	(175)	(200)	(250)	(300)	(300)	(300)	(300)	(300)	(1,925)
Transfers to Main Street Fund	recurring			(300)	(300)	(37)	(50)	(50)	(75)	(75)	(100)	(100)	(100)	(100)	(100)	(100)	(750)
Transfers to General Capital Projects Fund	recurring			(23)			(3)										(3)
Loans to Community Parks for current operations	one-time	(77)															0
Loans to Public Facilities Fee Fund/Repayments	one-time							(57)	(90)	(35)	(35)	(35)	(35)	(35)	(35)	(35)	(322)
<b>Total Transfers</b>		<b>(768)</b>	<b>(1,453)</b>	<b>(1,480)</b>	<b>(615)</b>	<b>(75)</b>	<b>(103)</b>	<b>(100)</b>	<b>(307)</b>	<b>(365)</b>	<b>(385)</b>	<b>(435)</b>	<b>(435)</b>	<b>(435)</b>	<b>(435)</b>	<b>(435)</b>	<b>(3,000)</b>
<b>Use of Fund Balance</b>																	
For General Fund One Time uses	one-time																
Transfer to General Capital Projects Fund	one-time		(400)	(3,000)	(1,600)												
Dutch Slough Investment	one-time																
Loan to Community Parks for Prior Deficits	one-time	(723)															
Housing Assistance Loan	one-time	(550)		(100)													
<b>Total Net Sources (Uses) of Funds</b>		<b>(213)</b>	<b>2,015</b>	<b>(2,153)</b>	<b>(1,057)</b>	<b>(388)</b>	<b>3</b>	<b>132</b>	<b>483</b>	<b>26</b>	<b>21</b>	<b>1</b>	<b>(62)</b>	<b>(34)</b>	<b>(108)</b>	<b>(76)</b>	

City of Oakley  
10 Year Plan  
For Inclusion in the  
FY 2010-11 Recommended Budget

Description	General Character	(Dollars in Thousands)																
		Actual 05/06	Actual 06/07	Actual 07/08	Actual 08/09	Projected 09/10	Proposed 10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20		
<b>Summary of Recurring and One-Time Amounts</b>																		
<b>Recurring Activities Summary</b>																		
Revenues		14,630	15,836	14,729	13,427	12,100	12,026	12,737	13,676	14,493	15,527	16,473	17,479	18,550	19,690	20,898		
Expenditures/ Including Transfers* and Loans		12,573	12,118	12,302	12,469	12,232	12,188	12,605	13,565	14,377	15,471	16,436	17,506	18,549	19,764	20,940		
Revenues over (under) Expenditures		2,057	3,718	2,427	958	(132)	(162)	132	111	116	56	36	(27)	1	(73)	(41)		
<b>One-Time Activities Summary</b>																		
Revenues		119	52	22	43	(230)	186	0	429	0	0	0	0	0	0	0		
Expenditures/ Including Transfers and Loans		1,621	402	3,122	1,643	26	21	0	57	90	35	35	35	35	35	35		
Revenues over (under) Expenditures		(1,502)	(350)	(3,100)	(1,600)	(256)	165	0	372	(90)	(35)	(35)	(35)	(35)	(35)	(35)		
<b>Total Recurring and One-Time</b>		<b>555</b>	<b>3,368</b>	<b>(673)</b>	<b>(642)</b>	<b>(388)</b>	<b>3</b>	<b>132</b>	<b>483</b>	<b>26</b>	<b>21</b>	<b>1</b>	<b>(62)</b>	<b>(34)</b>	<b>(108)</b>	<b>(76)</b>		
* Recurring Transfers for Roadway Maintenance could be funded by available fund balance on occasion, if necessary.																		
Note: fiscal year 2009-2010 one time amounts include the State "borrowing" of \$405,000 of property tax. The amount will be repaid in fiscal year 2012-2013, but because the funds are not currently "available", they are not counted in the City's revenues until then. As a result, the Plan shows a deficit in fiscal year 2009-2010 and a spike up in surplus in fiscal year 2012-2013.																		
																<b>Total</b>		
																<b>10/11-19/20</b>		
<b>Assigned Revenues/Police</b>																		
State COPS Grant (SLESF)	one-time	102	55	105	36		200	100	100	100	100	100	100	100	100	100	1,000	
P-6 Police Services Assessments	Recurring	843	1,444	1,926	2,075	2,070	2,185	2,357	2,607	2,904	3,244	3,615	4,018	4,456	4,933	5,438	30,319	
School Resource Officer Grant	one-time	65	130	68	63	65	65										65	
Police Equip./Traffic Grants	one-time	204															0	
<b>Subtotal Assigned Police Revenues</b>		<b>1,214</b>	<b>1,629</b>	<b>2,099</b>	<b>2,174</b>	<b>2,135</b>	<b>2,450</b>	<b>2,457</b>	<b>2,707</b>	<b>3,004</b>	<b>3,344</b>	<b>3,715</b>	<b>4,118</b>	<b>4,556</b>	<b>5,033</b>	<b>5,538</b>	<b>31,384</b>	
							<i>Est new homes added to base</i>											
							150	150	180	180	200	200	200	200	200	200	200	
<b>Restricted Police Expenditures</b>																		
State COPS Grant (SLESF)	one-time	102	53	105	36		200	100	100	100	100	100	100	100	100	100	1,000	
P-6 Supported Police Services	Recurring	843	1,444	1,926	2,075	2,070	2,185	2,357	2,607	2,904	3,244	3,615	4,018	4,456	4,933	5,438	30,319	
School Resource Officer Grant	one-time	65	130	68	63	65	65										65	
Police Equip./Traffic Grants	one-time	204															0	
<b>Subtotal Restricted Police Expenditures</b>		<b>1,214</b>	<b>1,627</b>	<b>2,099</b>	<b>2,174</b>	<b>2,135</b>	<b>2,450</b>	<b>2,457</b>	<b>2,707</b>	<b>3,004</b>	<b>3,344</b>	<b>3,715</b>	<b>4,118</b>	<b>4,556</b>	<b>5,033</b>	<b>5,538</b>	<b>31,384</b>	
<b>Rollover Balances*</b>																		
		67	69	69	69	69	69	69	69	69	69	69	69	69	69	69	69	

City of Oakley  
10 Year Plan  
For Inclusion in the  
FY 2010-11 Recommended Budget

Description	General Character	(Dollars in Thousands)															
		Actual 05/06	Actual 06/07	Actual 07/08	Actual 08/09	Projected 09/10	Proposed 10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	Total 10/11-19/20
<b>Parks, Landscaping &amp; Lighting Revenues</b>																	
Community Parks	Recurring	326	563	833	970	1,002	958	1,010	1,078	1,172	1,256	1,343	1,433	1,526	1,622	1,721	11,396
<i>Loan from General Fund, if necessary</i>	<i>one-time</i>	61															0
Street Lighting	Recurring	116	134	184	190	186	195	201	211	220	230	241	251	262	272	283	2,084
<i>Transfer in from Gas Tax Fund</i>	<i>one-time</i>	82	51	65	91	110	88	100	106	112	118	125	133	142	152	162	1,076
Neighborhood Parks	Recurring	670	1,046	1,602	1,774	1,824	1,797	1,882	1,995	2,132	2,281	2,437	2,601	2,773	2,953	3,143	20,849
<b>Total Parks, Landscaping &amp; Lighting Revenues</b>		<b>1,255</b>	<b>1,794</b>	<b>2,684</b>	<b>3,025</b>	<b>3,122</b>	<b>3,038</b>	<b>3,194</b>	<b>3,389</b>	<b>3,636</b>	<b>3,885</b>	<b>4,146</b>	<b>4,418</b>	<b>4,702</b>	<b>4,999</b>	<b>5,309</b>	<b>35,405</b>
<b>Parks, Landscaping &amp; Lighting Expenditures</b>																	
Community Parks	Recurring	387	454	528	678	982	783	806	839	881	969	1,066	1,172	1,289	1,418	1,560	9,223
<i>Repay General Fund Loans</i>	<i>one-time</i>		27	76	207	5	84	204	239	24							551
Street Lighting	Recurring	198	179	230	251	344	287	301	316	332	349	366	385	404	424	445	3,165
Neighborhood Parks	Recurring	779	717	1,022	1,344	1,853	1,277	1,882	1,995	2,132	2,281	2,437	2,601	2,773	2,953	3,143	20,329
<b>Total Parks, Landscaping &amp; Lighting Expenditures</b>		<b>1,364</b>	<b>1,377</b>	<b>1,856</b>	<b>2,480</b>	<b>3,184</b>	<b>2,431</b>	<b>3,194</b>	<b>3,389</b>	<b>3,369</b>	<b>3,598</b>	<b>3,869</b>	<b>4,157</b>	<b>4,466</b>	<b>4,796</b>		<b>33,268</b>
<b>Rollover Balances</b>																	
Community Parks (Including Loans & Reserves)		(798)	(689)	(384)	(92)	(72)	19	19	19	286	573	850	1,110	1,347	1,550	1,710	
Street Lighting		4	10	29	59	11	7	7	7	7	7	7	7	7	7	7	
Neighborhood Parks (Including Reserves)		1,440	1,769	2,349	2,779	2,750	3,270	3,270	3,270	3,270	3,270	3,270	3,270	3,270	3,270	3,270	
<b>Roadway Maintenance Revenues</b>																	
Gas Tax Revenues	Recurring	824	857	622	848	655	866	909	955	1,003	1,053	1,105	1,161	1,219	1,279	1,343	9,549
Measure C/J Revenues	Recurring	877	57	510	515	955	447	469	493	517	543	570	599	629	660	693	4,929
Transfers in from the General Fund		0	500	400	500	75	100	100	250	275	350	400	400	400	400	400	2,675
<b>Total Roadway Maintenance Revenues</b>		<b>1,701</b>	<b>1,414</b>	<b>1,532</b>	<b>1,863</b>	<b>1,685</b>	<b>1,413</b>	<b>1,479</b>	<b>1,698</b>	<b>1,795</b>	<b>1,946</b>	<b>2,076</b>	<b>2,160</b>	<b>2,248</b>	<b>2,340</b>	<b>2,437</b>	<b>17,153</b>
<b>Roadway Maintenance Expenditures</b>																	
Gas Tax Expenditures for roadway repairs & maintenance	Recurring	313	349	242	688	522	432	306	399	329	934	980	1,027	1,077	1,128	1,181	6,613
<i>Transfer to Street Lighting Fund</i>	<i>one-time</i>	(82)	(51)	(65)	(91)	(110)	(88)	(100)	(106)	(112)	(118)	(125)	(133)	(142)	(152)	(162)	(1,076)
<i>Used for Capital Projects (for new or expanded roadways)</i>	<i>one-time</i>	(583)	(297)	(265)	(93)	(998)	(543)	(503)	(450)	(561)							(2,057)
Measure C/J Expenditures for roadway repairs & maintenance	Recurring	35	26	37	30	260	155	26	158	126	543	570	599	629	660	693	3,468
<i>Used for Capital Projects (for new or expanded roadways)</i>	<i>one-time</i>	(537)	(686)	(102)	(76)	(1,536)	(980)	(443)	(335)	(391)							(2,149)
Use of General Fund Transfers	<i>one-time</i>	0	28	0	200	75	100	100	250	275	350	400	400	400	400	400	2,675
<b>Total Roadway Maintenance Expenditures &amp; Transfers</b>		<b>1,550</b>	<b>1,437</b>	<b>711</b>	<b>1,178</b>	<b>3,501</b>	<b>2,298</b>	<b>1,479</b>	<b>1,698</b>	<b>1,795</b>	<b>1,946</b>	<b>2,076</b>	<b>2,160</b>	<b>2,248</b>	<b>2,340</b>	<b>2,437</b>	<b>18,038</b>
<b>Rollover Balances</b>		<b>2,083</b>	<b>2,060</b>	<b>2,881</b>	<b>3,566</b>	<b>1,750</b>	<b>865</b>	<b>865</b>	<b>865</b>	<b>865</b>	<b>865</b>	<b>865</b>	<b>865</b>	<b>865</b>	<b>865</b>	<b>865</b>	

City of Oakley  
10 Year Plan  
For Inclusion in the  
FY 2010-11 Recommended Budget

Description	General															(Dollars in Thousands)	
	Character	Actual 05/06	Actual 06/07	Actual 07/08	Actual 08/09	Projected 09/10	Proposed 10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	Total 10/11-19/20
<b>Drainage and Stormwater Revenues</b>																	
Community Facilities District Assessments	Recurring	-	256	270	273	256	256	264	272	280	288	297	306	315	324	334	2,601
Stormwater Assessments	Recurring	469	491	491	553	520	470	484	499	514	529	545	561	578	595	613	4,775
<b>Total Drainage and Stormwater Revenues</b>		<b>469</b>	<b>747</b>	<b>761</b>	<b>826</b>	<b>776</b>	<b>726</b>	<b>748</b>	<b>770</b>	<b>793</b>	<b>817</b>	<b>842</b>	<b>867</b>	<b>893</b>	<b>920</b>	<b>947</b>	<b>7,376</b>
<b>Drainage and Stormwater Expenditures</b>																	
Community Facilities District Drainage Maintenance	Recurring	-	2	23	76	206	206	264	272	280	288	297	306	315	324	334	2,551
Stormwater Program Expenditures	Recurring	358	283	291	542	785	468	484	499	514	529	545	561	578	595	613	4,773
<b>Total Drainage and Stormwater Expenditures</b>		<b>358</b>	<b>285</b>	<b>314</b>	<b>618</b>	<b>991</b>	<b>674</b>	<b>748</b>	<b>770</b>	<b>793</b>	<b>817</b>	<b>842</b>	<b>867</b>	<b>893</b>	<b>920</b>	<b>947</b>	<b>7,324</b>
<b>Rollover Balances</b>		<b>478</b>	<b>940</b>	<b>1,387</b>	<b>1,595</b>	<b>1,380</b>	<b>1,432</b>	<b>1,432</b>	<b>1,432</b>	<b>1,432</b>	<b>1,432</b>	<b>1,432</b>	<b>1,432</b>	<b>1,432</b>	<b>1,432</b>	<b>1,432</b>	
<b>Other Grant Revenues</b>																	
Recycling Grant	one-time	8	4	0	0	8	48	0	0	0	0	0	0	0	0	0	48
Recreation Grants (Misc)	one-time	25	35	7	3	11	2	0	0	0	0	0	0	0	0	0	2
Vesper Grant	one-time	10	3	22	43	73	68	40	0	0	0	0	0	0	0	0	108
Conservancy Grant	one-time	90	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Other Grant Revenues</b>		<b>133</b>	<b>52</b>	<b>29</b>	<b>46</b>	<b>92</b>	<b>118</b>	<b>40</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>158</b>
<b>Other Grant Expenditures</b>																	
Recycling Grant	one-time	8	4	0	0	8	48	0	0	0	0	0	0	0	0	0	48
Recreation Grants (Misc)	one-time	8	35	7	3	11	2	0	0	0	0	0	0	0	0	0	2
Vesper Grant	one-time	10	3	22	43	73	68	40	0	0	0	0	0	0	0	0	108
Conservancy Grant	one-time	100															0
<b>Total Other Grant Expenditures</b>		<b>126</b>	<b>42</b>	<b>29</b>	<b>46</b>	<b>92</b>	<b>118</b>	<b>40</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>158</b>
<b>Rollover Balances</b>																	
Recycling Grant		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Recreation Grants		17	17	17	17	17	17	17	17	17	17	17	17	17	17	17	17
Vesper Grant		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Conservancy Grant		(10)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Qualifying Capital Projects</b>	recurring	(691)	(1,353)	(1,157)	(115)	0	0	0	0	0	0	0	0	0	0	0	0

**Long-Term Analysis of General Fund Fund Balances**

<b>Restricted Fund Balances:</b>																
For Dutch Slough		626	559	559	559	559	559	559	559	559	559	559	559	559	559	559
For Loans/Advances Receivable		1,951	1,316	1,325	1,100	1,100	1,016	797	600	651	671	691	711	731	751	771
Receivable for State Prop 1A Loan						405	405	405								
For Termination Payouts				75	75	75	75	75	75	75	75	75	75	75	75	75
<b>Unrestricted Fund Balances</b>		<b>5,260</b>	<b>7,790</b>	<b>5,608</b>	<b>4,677</b>	<b>4,294</b>	<b>4,381</b>	<b>4,732</b>	<b>5,469</b>	<b>5,534</b>	<b>5,570</b>	<b>5,586</b>	<b>5,539</b>	<b>5,520</b>	<b>5,427</b>	<b>5,366</b>
as a % of the Next Year's General Fund Expenditures						35%	35%	35%	38%	36%	34%	32%	30%	28%	26%	

- (1) Fund balances are affected by both operations as shown in the 10 Year Plan Projections above and from the repayment of interfund and other loans.  
(2) For the purposes of this analysis, the repayment of interfund loans is planned to occur as soon as practicable.

**Definition of Changes and Assumptions for 11/12 and thereafter**

**General Purpose Revenues**

Property tax and Property Tax in Lieu reflects an increase of 3% in 11/12 and 5% thereafter.  
Transfer taxes reflect 3% growth in 11/12 and 5% thereafter.  
Sales Tax reflects annual growth of 5%; and reflects impact of Nummi paint sales tax in 10/11.  
Motor Vehicle in Lieu reflects increase of State Admin cost offsets, but otherwise an annual growth of 5%.  
TOT and Business License Tax reflect annual growth of 5%.  
Franchise Fees reflect increases anticipated from the new Solid Waste Franchise Agreement and annual growth of 5%.  
Traffic Fines reflect annual growth of 5%.  
Interest Income is expected to rise as interest rates rise, but are estimated at low levels to maintain conservatism.  
P-6 revenue growth is based on projected subdivision activity ; annual growth in per Officer costs charged by the County are projected at 4% in 11/12, 5% in 12/13 and 6% in each year thereafter.  
Fee/Reimbursement Revenues based on projected activity; Interfund Cost Recoveries are projected to grow 3% in 11/12, 4% in 12/13 and 5% per year thereafter.

**Departmental Expenditures**

Administrative Departmental expenses include growth of 2% for 11/12, 3% for 12/13 and 4% each year thereafter. Community Development includes an increase in 11/12 and thereafter for Solid Waste and Recycling programs now that the City has Franchise responsibilities.  
Police expenses allow for the growth of General Fund costs at 4% for 11/12, 5% for 12/13 and 6% each year thereafter to keep up with the per officer costs, plus the growth in P-6 Special Taxes.  
Recreation expenses include growth of 2% in 11/12, 3% in 12/13, & 4% per year thereafter.  
Public Works/Engineering and Planning are projected to grow 2% in 11/12, 3% in 12/13 and 4% per year thereafter.  
Building/Plan Check follow development and are projected to grow at a rate that matches the growth in building permit revenues.

**Non-Departmental Expenditures**

Other Non-Departmental Expenses are estimated to grow 2% for 11/12, 3% for 12/13 and 4% each year thereafter. .  
Equipment Replacement (exp & reserve) costs are based on expected depreciation of equipment so that equipment can be replaced at the end of their useful lives.  
The Facilities Maintenance and Replacement (exp & reserve) costs are included to provide for unfunded expenses anticipated in the upcoming 5 years, as needed.  
The General Fund Contingency is approximately 2% of General Fund proposed operating expenses.  
The General Fund Contingency is intended to be used for special projects/demands and remains separate from Fund Balances that act as reserves for economic uncertainties.  
The amount charged to Departments accounts for the fact that non-departmental costs are allocated and thus already included in the departmental expenditures.

**Transfers and Loans**

Where included, transfers to Roadway Maintenance Programs reflect the ongoing need to augment street maintenance with General Fund transfers.  
Where included, transfers to the Main Street Fund reflect the ongoing need to fund the maintenance and enhancement of its major gateways and arterials.  
Loans to Community Parks for current operations are included as necessary to cover community park shortfalls until assessments are sufficient to balance the budget.

**Use of Fund Balance Reserves**

Release and use of Dutch Slough Reserves. The City has reserves of approximately \$559,000 for Dutch Slough parks. This line shows when amounts are thought to be appropriated.

**Assigned Revenues**

P-6 revenues are projected to grow with development and per officer costs: New Development is now projected at 150 units for 10/11, 150 for 11/12, 180 for 12/13, 180 for 13/14 and 200 per year thereafter.  
The growth in officer costs is being projected at 3% for 10/11, 4% for 11/12, 5% for 12/13 and 6% per year thereafter.  
Parks revenues are estimated to grow with development and include adjustments of 3% in 2011/12, 4% in 2012/13 and 5% thereafter for inflation on those portions subject to inflation factors.  
Roadway Maintenance revenues are estimated to grow with development, and when possible will include additional transfers from the General Fund.  
Transfers of Gas Tax funds to Street Lighting are shown to continue, even with development. This largely is a reflection of the expectation that utility costs will grow faster than the assessment.  
Transfers of Gas Tax and Measure C/J revenues to capital projects are shown only to the extent reflected in the current Capital Improvement Plan, and afterwards are discontinued. This reflects the expectation that 5 years from now, more funds will need to be available for street maintenance and less for capital improvements.  
Drainage and Stormwater assessment revenues are projected to grow 3% per year.

**Assigned Expenditures**

Community Parks expenditures are limited to growth of 3% in 11/12, 4% in 12/13 and 5% thereafter in order to continue repaying the General Fund loan and adequately funding its reserve for Resurfacing and Equipment Replacement.  
The reserve is now funded, but full repayment of the loan is not expected to occur prior to 2013/14 unless development occurs more rapidly than shown in this analysis.  
After the loan is repaid, expenditures are allowed to grow at up to 10% per year, after funding replacement reserves, in order to include the effects of new facilities as they are developed.  
Street Lighting expenditures are estimated to grow at 5% annually to reflect increased costs from CPI and development.  
Neighborhood Parks and Landscape Maintenance revenues are projected to be spent in the year received, after funding replacement reserves, as appropriate.  
Other than maintaining a small fund balance for cash flow purposes, Gas Tax and Measure C funds are projected to be spent in full in the year received.  
Other than maintaining a small fund balance for cash flow purposes, Drainage and Stormwater funds are projected to be spent in full in the year received.

**Grants**

Grants are not included in the budget until actually approved by the Grantor, and accordingly are not projected beyond the current year.





## CONTRACTS ANALYSIS

Contractor	Services	Funding Summary
Delta Municipal Consulting	Building Inspection & Permits	\$510,000
	Engineering Services	\$1,000,000
	<b>Total</b>	<b>\$1,510,000</b>
	Permit Fees	\$497,000
	Rental Inspection Program Fees	\$13,000
	General Fund –Taxes And Applied Overhead	\$108,278
	Traffic Impact Fees	\$163,813
	Park Assessments	\$6,663
	Landscape Assessments	\$6,663
	Street Lighting Assessments	\$8,500
	Redevelopment Bonds	\$179,650
	CFD No.1	\$15,963
	Gas Tax	\$127,435
	Measure J Taxes	\$124,935
Developer Fees	\$169,800	
Stormwater Assessments	\$88,300	
	<b>Total Contract</b>	<b>\$1,510,000</b>



Contractor		Services		Funding Summary	
Contra Costa County Sheriff	Police Staffing	\$6,045,000	General Fund – Taxes	\$3,998,500	
	Forensics and Other Support Services	\$233,500	P-6 Special Taxes	\$2,167,500	
			Redevelopment Housing Fund	\$112,500	
	<b>Total</b>	<b>\$6,278,500</b>	<b>Total Contract</b>	<b>\$6,278,500</b>	
County Public Works	Drainage Maintenance	\$40,560	Stormwater Assessments	\$40,560	
	Road Maintenance	\$129,500	Gas Tax	\$129,500	
	<b>Total</b>	<b>\$170,060</b>	<b>Total Contract</b>	<b>\$170,060</b>	
County Animal Services	Animal Control	\$183,026	General Fund-Taxes	\$183,026	
County Library	Augmented Library Services	\$20,559	General Fund- Taxes	\$20,559	
Antai Network Services	Information Services	\$135,000	General Fund-Taxes 60%	\$81,000	
			Cost Recoveries 40%	\$54,000	
			<b>Total Contract</b>	<b>\$135,000</b>	
Universal Building Services	Street Sweeping	\$70,000	Stormwater Assessments	\$70,000	
MCE	Parks & Landscaping Maintenance	\$237,320	Landscape Assessments	\$237,320	



Contractor	Services		Funding Summary	
East Bay Construction Co.	Parks and Landscaping Maintenance	\$309,756	Landscape Assessments	\$309,756
TerraCare Landscape Co.	Parks and Landscaping Maintenance	\$229,944	Landscape Assessments	\$229,944
Commercial Support Services	Park Maintenance Services	\$30,000	Landscape Assessments	\$30,000
Cota Cole & Associates	Legal Services	\$111,000	General Fund Taxes Redevelopment Funds	\$96,000 \$15,000
			<b>Total Contract</b>	<b>\$111,000</b>
Simon & Co	Legislative Support	\$20,000	General Fund Taxes	\$20,000
Municipal Pooling Authority of Northern California	Insurance and Claims Administration	\$122,828	General Fund Taxes 60% Cost Recoveries 40%	\$73,697 \$49,131
			<b>Total Contract *</b>	<b>\$122,828</b>
Paychex	Payroll Processing	\$13,000	General Fund Taxes 60% Cost Recoveries 40%	\$7,800 \$5,200
			<b>Total Contract</b>	<b>\$13,000</b>





## APPROPRIATIONS LIMIT

The passage of Propositions 4 and 111 defined the basis for an annual appropriation limit for state and local entities. The limit is applicable to the spending of taxes, as defined in the Constitution and in State Proposition 4/111 implementation Guidelines. Fees and voter approved special taxes are exempted. The Limit is recalculated each year and applied to appropriations subject to the limit. The calculation of the Limit allows for increases proportional to increases in population and growth in the State per capita income, and/or growth in commercial and industrial assessed values. The City's Limit for fiscal year 2010-2011 is \$7,467,608.

**CITY OF OAKLEY  
APPROPRIATIONS LIMIT CALCULATION  
FOR FISCAL YEAR 2010-2011**

<i>Beginning Limit ( FY 2009-2010):</i>	<b>\$7,416,017</b>
<i>Per Capita Income Growth Factor</i>	<b>X0.9746</b>
<i>Higher of:</i>	
<i>County Population Growth Factor or City Population Growth Factor</i>	<b><u>X1.0332</u></b>
<i>Limit ( FY 2010-2011):</i>	<b><u>\$7,467,608</u></b>

*This year the City population factor was higher than the County population factor. By adopting the calculated limit above, the Council is taking action as required under the constitution to select the City Population Growth Factor for the FY 2010-2011 calculation.*





## GLOSSARY OF BUDGET TERMINOLOGY

<b>Appropriation:</b>	An authorization by the City Council to make expenditures and to incur obligations for a specific purpose within a specific time frame.
<b>Assessed Value:</b>	The value placed on real estate or other property by the County Assessor as a basis for levying ad valorem (rate based) property tax.
<b>Assessment District:</b>	A defined area of land that is benefited by the acquisition, construction or maintenance of a public improvement. An assessment is levied and collected on the regular property tax bill to fund the improvements.
<b>Audit:</b>	Scrutiny of the City's accounts by an independent auditing firm to determine whether the City's financial statements are fairly presented in conformity with generally accepted accounting principles. An independent audit is performed annually.
<b>Beginning Fund Balance:</b>	Unencumbered resources available in a fund from the prior fiscal year after payment of prior fiscal year expenditures.
<b>Bond:</b>	Capital raised by issuing a written promise to pay a specified sum of money, called the face value or principal amount, with interest at predetermined intervals.
<b>Budget:</b>	A financial plan, usually for a one or two year period, listing an estimate of proposed expenditures and the proposed means of financing them.
<b>Capital Improvement Plan (CIP):</b>	The five-year financial plan for capital improvements, including considerations for related debt service and future ongoing maintenance. The CIP is adopted in a separate document and updated annually.
<b>Deficit:</b>	An excess of expenditures over revenues (resources).



<b>Department:</b>	An organizational unit comprised of divisions or functions. It is the basic unit of service responsibility encompassing a broad mandate of related activities.
<b>Expenditure:</b>	The actual payment for goods and services.
<b>Fiscal Year (FY):</b>	The period designed by the City for the beginning and ending of financial transactions. The City of Oakley fiscal year begins July 1st and ends June 30th of the following year.
<b>Full-Time Equivalent (FTE):</b>	The amount of time a regular full or part-time position has been budgeted for in terms of the amount of time an employee works in a year.
<b>Gas Tax:</b>	Administered by the State Board of Equalization, this is an 18-cent per gallon tax on fuel used to propel a motor vehicle or aircraft. Use of the revenue is for research, planning, construction, improvement, maintenance and operation of public streets and highways or public mass transit.
<b>General Fund:</b>	The fund used to account for all financial resources except those required to be accounted for in another fund.
<b>General Fund Taxes:</b>	This is the term in the Budget to describe the City's use of general purpose tax revenue, including primarily: Property Taxes, Property Taxes in lieu of VLF, and Sales Tax.
<b>General Plan:</b>	A policy document that serves as a guideline for future development. California State law requires each city to adopt a General Plan.
<b>Infrastructure:</b>	Facilities on which the continuance and growth of the community depend on such roads, water lines, sewers, public buildings, etc.





**Internal Service Fund (ISF)**

Internal service funds account for the financing of goods and services provided by one department to another department on a cost-reimbursement basis. In Oakley, we have ISF's that serve as sinking funds for the future replacement of vehicles and equipment; and for repairs and replacements for facilities. In each case, the costs are supported by charges to departmental operating budgets.

**Lighting and Landscaping District:**

The City has established a separate District to manage and fund Community Parks, Street Lighting, and Neighborhood Parks. Each activity is accounted for in a separate fund and budgets are established yearly as part of the District's activities. Detailed breakdowns of estimated revenues and expenditures are provided in a required engineer's report. Costs are funded by landscape assessments levied in each zone, and as necessary, subsidies or loans from other eligible funds.

**Measure C & Measure J:**

In 1988 voters approved this Countywide ½ cent sales tax measure, which includes a provision that 18% of the funds are returned to the local agencies based on a minimum allocation, relative population and relative maintained street miles. Measure C expenditures are restricted to the same uses as Gas Tax, but can also be applied to transit improvement and operation, growth management planning and compliance, pedestrian and bicycle trail construction, maintenance and operation parking facility development and transportation efficiency program development and operation (ridesharing, etc.). Since Measure C contains a growth management component, funds may not be used to replace developer obligations that would otherwise not be publicly funded under jurisdiction policy. Measure C expired in March of 2009 and was in effect "extended" until March 2034 by the voters' approval of Measure J in 2004.

**Motor Vehicle License Fee:**

A State vehicle license fee imposed on motorists for the privilege of operating a motor vehicle on the public highways.



<b>Police Services Tax:</b>	A voter approved special tax levied by the City and collected at the same time and in the same manner as property taxes, that is used exclusively for Public Safety.
<b>Property Tax:</b>	Property Tax is imposed on real property (land and permanently attached improvements) and tangible personal property located within the City. The tax comprises one percent of the assessed value of the property.
<b>Property Tax in Lieu of VLF:</b>	In the early 1990's the State levied a local tax on vehicles, in the form of a 2% Motor Vehicle License Fee (see above). The then Governor successfully lobbied the legislature and passed a law allowing a temporary discount on the fee, if the State could afford it. A provision of that law was that the State backfill the lost revenue to the local agencies that resulted (since it was a local tax being reduced). Since then, the State has permanently lowered the Fee, and permanently backfilled it by shifting additional property taxes from their control to each local agency. This separate revenue is referred to as Property Taxes in Lieu of Vehicle License Fees (VLF).
<b>Redevelopment Agency (RDA):</b>	A separate legal entity charged with the responsibility for elimination of blight through the process of redevelopment.
<b>Reserved Fund Balance:</b>	Accounts used to record a portion of the fund balance as legally segregated for a specific use or not available for appropriation.
<b>Resolution:</b>	A special order of the City Council, requiring a majority vote, which has a lower legal standing than an ordinance.
<b>Revenue:</b>	Income received by the City.
<b>Salaries and Benefits:</b>	A budget category, which generally accounts for full time and temporary employees, overtime and all employee benefits, such as medical, dental and pension costs
<b>Taxes:</b>	Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.



**Transient  
Occupancy Tax  
(TOT):**

A 10% tax imposed on travelers who stay in temporary lodging facilities within the City. Also referred to as a Hotel/Motel Tax.

City of Oakley  
Expenditure Summary  
Capital Improvement Program for Fiscal Years 2010/11 to 2014/15

Project Number	Project Title	Project Expenditures						
		Prior Years	10/11	11/12	12/13	13/14	14/15 & Out	Total
1	Laurel/Empire Signalization (COMPLETE)	\$ 185,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 185,000
2	Live Oak/Main Signalization (COMPLETE)	\$ 883,014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 883,014
3	Laurel/Brown Signalization (COMPLETE)	\$ 185,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 185,000
4	Laurel/Main Intersection Widening	\$ -	\$ -	\$ -	\$ 22,500	\$ 127,500	\$ -	\$ 150,000
5	Laurel/O'Hara Intersection Widening (COMPLETE)	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
6	Laurel Road Widening- Hwy. 4 Bypass to Empire (COMPLETE)	\$ 17,060,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,060,000
7-1	Laurel Road Widening- O'Hara to Woodhill (COMPLETE)	\$ 3,241,316	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,241,316
7-2	Laurel Road Widening- Woodhill to Brown (COMPLETE)	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000
7-3	Laurel Road Widening- Brown to Empire (COMPLETE)	\$ 609,412	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 609,412
8	Laurel Road Widening- Laurel Ballfields to Main	\$ -	\$ -	\$ -	\$ 1,752,625	\$ -	\$ 6,193,000	\$ 7,945,625
9	Del Antico Avenue Gap Closure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ 125,000
10	Carpenter Road Extension (COMPLETE)	\$ 639,634	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 639,634
11	Main Street Downtown Realignment	\$ 500,000	\$ -	\$ 57,000	\$ 585,000	\$ 4,450,464	\$ 5,312,000	\$ 10,904,464
12	Citywide Safety and Traffic Management Improvements	\$ 150,000	\$ 100,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 550,000
13	Citywide Frontage Improvement Gap Closures	\$ 582,410	\$ 375,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,957,410
14	Citywide Pavement Management	\$ 3,050,000	\$ 500,000	\$ 329,403	\$ 345,873	\$ 363,167	\$ 381,325	\$ 4,969,768
15	Citywide Drainage Improvements	\$ 80,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 280,000
16	East Cypress Road Overlay (COMPLETE)	\$ 302,174	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 302,174
17	O'Hara Avenue Overlay (COMPLETE)	\$ 254,154	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 254,154
18	Meadows Lane Traffic Calming (COMPLETE)	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,000
19	4340 Empire Frontage Improvements (COMPLETE)	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
20	Light Industrial Infrastructure Master Plan (COMPLETE)	\$ 53,752	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,752
21	Laurel Road Precise Alignment (COMPLETE)	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
22	O'Hara Avenue Precise Alignment (COMPLETE)	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
23	Main Street Median- Bridgehead to Vintage Parkway	\$ -	\$ -	\$ 248,000	\$ -	\$ -	\$ -	\$ 248,000
24	Main Street Median- Rose to Laurel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 279,000	\$ 279,000
25	Laurel Road Median- Hwy. 4 Bypass to Main	\$ <sup>A</sup> -	\$ -	\$ -	\$ -	\$ -	\$ 1,210,000	\$ 1,210,000
26	Oakley Road Median- Neroly to Empire	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 298,000	\$ 298,000
27	Empire Avenue Widening and Median- Gateway to Laurel	\$ 291,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 291,000
28	O'Hara Avenue Median- Cypress to Laurel	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
29	Laurel Road Eastern Extension Precise Alignment	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000

3

Project Number	Project Title	Project Expenditures						
		Prior Years	10/11	11/12	12/13	13/14	14/15 & Out	Total
30	Empire Avenue Precise Alignment (COMPLETE)	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
31	Neroly Road Precise Alignment (COMPLETE)	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
32	Malicoat Avenue Traffic Signal (COMPLETE)	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
33	Hill Avenue Improvements (COMPLETE)	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000
34	Malicoat Avenue Improvements (COMPLETE)	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000
35	Douglas Road Improvements (COMPLETE)	\$ 329,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 329,000
36	Brown Road Multi-Use Trail- N. of Laurel (COMPLETE)	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,500
37	Carpenter Road Multi-Use Trail	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 423,000	\$ 423,000
38	Main Street Multi-Use Trail	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,100	\$ 37,100
39	Hill Avenue Multi-Use Trail	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
40	Nunn-Wilson Family Park (COMPLETE)	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
41	Freedom Basin Park (COMPLETE)	\$ 942,203	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 942,203
42	Nutmeg Park at Laurel Elementary School (COMPLETE)	\$ 506,778	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 506,778
43	Creekside Park at Laurel (Complete)	\$ 1,150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,150,000
44	Rose/Simoni Ranch Park (Stonewood Park)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 716,000	\$ 716,000
45	Laurel Ballfields Phase II (COMPLETE)	\$ 377,844	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 377,844
46	Civic Center (COMPLETE)	\$ 7,317,907	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,317,907
47	Community Center	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,548,000	\$ 14,548,000
48	Raye Avenue Improvements	\$ 92,720	\$ -	\$ 800,000	\$ -	\$ -	\$ -	\$ 892,720
49	Main/Cypress Pedestrian Crossing (ELIMINATED)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50	Thoroughfare Street Tree Planting	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 350,000
51	City Entryway Features	\$ 31,250	\$ -	\$ -	\$ -	\$ 93,750	\$ 125,000	\$ 250,000
52	Laurel Pedestrian Trail- O'Hara to Laurel Ballfields (ELEMENATED)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
53	Laurel Road Pedestrian Trail- Laurel Ballfields to Rose	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
54	Carpenter and O'Hara Frontage Improvements	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
55	Live Oak Avenue Vertical Realignment (COMPLETE)	\$ 37,483	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,483
56	Delta Road Bike Lane	\$ 137,000	\$ -	\$ -	\$ -	\$ -	\$ 132,000	\$ 269,000
57	Empire Avenue Railroad Crossing Improvement (Complete)	\$ 239,333	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 239,333
58	Laurel/O'Hara Signalization (COMPLETE)	\$ 185,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 185,000
59	Laurel Pedestrian Trail- Rose to Main (ELIMINATED)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
60	Main/O'Hara Signalization (COMPLETE)	\$ 305,597	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 305,597
61	Holly Creek Basin Neighborhood Park (COMPLETE)	\$ 986,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 986,000
62	Main/Sandy Signalization	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
63	Main/Carol Signalization (COMPLETE)	\$ 406,758	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 406,758

Project Number	Project Title	Project Expenditures						
		Prior Years	10/11	11/12	12/13	13/14	14/15 & Out	Total
64	Live Oak Avenue Widening- Oakley Road to BNSF Railroad	\$ 4,526	\$ -	\$ -	\$ -	\$ -	\$ 6,000,000	\$ 6,004,526
65	Carol Lane Extension (ELIMINATED)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
66	Neroly Pedestrian Crossing (COMPLETE)	\$ 62,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,500
67	Empire/Cypress Signalization (COMPLETE)	\$ 269,437	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 269,437
68	Crockett Park Pedestrian Crossing (COMPLETE)	\$ 127,892	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 127,892
69	Main Street Widening - Hwy 160 to Big Break Road	\$ 3,200,000	\$ -	\$ 1,880,000	\$ 250,000	\$ 2,860,000	\$ 1,950,000	\$ 10,140,000
70	Main Street Downtown Street Improvements (COMPLETE)	\$ 1,325,301	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,325,301
71	Small Park Renovation (ELIMINATED)	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000
72	O'Hara Avenue Widening- Laurel to Carpenter	\$ 670,500	\$ -	\$ -	\$ -	\$ -	\$ 1,317,250	\$ 1,987,750
73	Downtown Drainage Relief (COMPLETE)	\$ 393,195	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 393,195
74	Empire Avenue Widening- ATSF Railroad to Carpenter (COMPLETE)	\$ 1,573,607	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,573,607
75	Main Street Widening- Laurel Road to Hill Avenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,300,000	\$ 5,300,000
76	Main/Bridgehead/Neroly Intersection Modification	\$ 65,041	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,041
77	Citywide Street Name Sign Replacement	\$ 200,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 575,000
78	Main Street Relinquishment- Hwy. 160 to Delta Road	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
79	Dutch Slough Community Park	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,150,000
80	Empire Avenue Vertical Realignment (COMPLETE)	\$ 184,866	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 184,866
81	Black Bear Diner (COMPLETE)	\$ 2,102,560	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,102,560
82	Downtown Park and Plaza (COMPLETE)	\$ 1,109,446	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,109,446
83	Main Street Widening- Hill Avenue to Delta Road	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 5,780,000	\$ 5,815,000
84	Neroly Road Extension- O'Hara to Main	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,815,000	\$ 4,815,000
85	O'Hara and Neroly Median Improvements (COMPLETE)	\$ 470,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 470,000
86	Police Station	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000	\$ 5,000,000
87	Empire Avenue Widening- Carpenter to Laurel	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000
88	Public Library	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,750,000	\$ 5,750,000
89	Shoreline Access	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ 160,000
90	Freedom High School Tennis Courts (ELIMINATED)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
91	O'Hara/Cypress Signalization	\$ 1,110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,110,000
92	Neroly Road Westerly Extension	\$ 1,006,593	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,006,593
93	Bethel Island Road Bridge Reconstruction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,700,000	\$ 2,700,000
94	Byron Highway Extension	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000	\$ 5,000,000
95	Oakley Elementary Park (COMPLETE)	\$ 314,717	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 314,717
96	O'Hara Widening- Cypress to Laurel	\$ 2,490,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,490,000
97	Legless Lizard Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 262,487	\$ 262,487

Project Number	Project Title	Project Expenditures						
		Prior Years	10/11	11/12	12/13	13/14	14/15 & Out	Total
98	Teakwood Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 252,500	\$ 252,500
99	Sandy Lane Sewer Line	\$ 355,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 355,000
100	Live Oak Stormwater Outfall	\$ 715,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 715,000
101	Main and Teakwood Frontage Improvements	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175,000
102	Downtown Realignment, Miguel to Vintage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,700,000	\$ 3,700,000
103	Downtown Realignment, Vintage to Norcross	\$ 4,710,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,710,000
104	Downtown Realignment, Norcross to Second	\$ 460,000	\$ -	\$ -	\$ -	\$ -	\$ 4,800,000	\$ 5,260,000
105	Main Street Frontage Improvement Gap Closure	\$ 1,720,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,720,000
106	Laurel Extension Landscaping (Complete)	\$ 778,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 778,000
107	Hwy. 4 Bypass/Laurel Interchange Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ 400,000
108	Downtown Parking Lot	\$ 460,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 460,000
109	Claremont Bay Park Rehabilitation (COMPLETE)	\$ 76,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 76,000
110	O'Hara Fire Station	\$ 2,259,864	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,259,864
111	Creekside Park Phase II	\$ 1,517,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,517,000
112	Brown Road Widening- Neroly to Laurel	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 400,000	\$ 600,000
113	O'Hara Widening- Carpenter to Vintage	\$ 300,000	\$ 1,049,000	\$ -	\$ -	\$ -	\$ -	\$ 1,349,000
114	Carpenter Road Widening- Joshua to O'Hara	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 1,100,000	\$ 1,250,000
115	Neroly Road Realignment- Empire to Brown	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 1,750,000	\$ 1,900,000
116	Marsh Creek Restoration, Creekside Park	\$ 1,067,550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,067,550
117	Delta Road Pavement Rehabilitation	\$ 403,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 403,000
118	Oakley Road Pavement Rehabilitation	\$ 402,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 402,000
119	Cypress Road Landscaping	\$ 44,299	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,299
120	Vintage Elementary Playground Rehabilitation	\$ 219,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 219,000
121	O'Hara Park Playground Restoration	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000
122	PG&E Site Demolition	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
123	Holly Creek Basin Neighborhood Park, Phase II	\$ -	\$ 804,000	\$ -	\$ -	\$ -	\$ -	\$ 804,000
124	Laurel Road Widening- O'Hara to Laurel Ballfields	\$ -	\$ 1,974,000	\$ -	\$ -	\$ -	\$ -	\$ 1,974,000
125	LED Streetlight Replacement	\$ -	\$ 168,314	\$ -	\$ -	\$ -	\$ -	\$ 168,314
	<b>Total</b>	<b>\$ 82,659,133</b>	<b>\$ 3,482,314</b>	<b>\$ 4,154,403</b>	<b>\$ 3,595,998</b>	<b>\$ 8,534,881</b>	<b>\$ 87,806,662</b>	<b>\$ 190,233,391</b>

City of Oakley  
Funding Summary  
Capital Improvement Program for Fiscal Years 2010/11 to 2014/15

Funding Source	Project Funding						
	Prior Years	10/11	11/12	12/13	13/14	14/15 & Out	Total
Traffic Impact Fee	\$ 16,763,383	\$ 1,550,000	\$ 2,377,000	\$ 2,252,625	\$ 7,140,464	\$ 37,267,250	\$ 67,350,722
L&L District	\$ 289,799	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 289,799
Public Facilities	\$ 108,981	\$ -	\$ -	\$ -	\$ -	\$ 19,548,000	\$ 19,656,981
Park Impact	\$ 2,888,161	\$ 100,000	\$ -	\$ -	\$ -	\$ 1,217,100	\$ 4,205,261
Redevelopment	\$ 15,332,787	\$ 50,000	\$ 958,000	\$ -	\$ 93,750	\$ 8,625,000	\$ 25,059,537
Measure C/J	\$ 2,049,941	\$ 657,500	\$ 379,379	\$ 407,973	\$ 455,622	\$ 398,590	\$ 4,349,005
Gas Tax	\$ 1,431,384	\$ 432,500	\$ 440,024	\$ 450,400	\$ 525,045	\$ 572,735	\$ 3,852,088
Developer	\$ 1,270,483	\$ -	\$ -	\$ -	\$ -	\$ 6,699,000	\$ 7,969,483
Grant (see comments)	\$ 5,080,781	\$ 168,314	\$ -	\$ 485,000	\$ 320,000	\$ 1,456,487	\$ 7,510,582
Other (see comments)	\$ 37,443,433	\$ 524,000	\$ -	\$ -	\$ -	\$ 612,500	\$ 38,579,933
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,410,000	\$ 11,410,000
<b>Total</b>	<b>\$ 82,659,133</b>	<b>\$ 3,482,314</b>	<b>\$ 4,154,403</b>	<b>\$ 3,595,998</b>	<b>\$ 8,534,881</b>	<b>\$ 87,806,662</b>	<b>\$ 190,233,391</b>



City of Cary  
 FY 2010/2011 Project Summary  
 Capital Improvement Program for Fiscal Years 2010/11 to 2014/15

FY 09/10 Proposed Revenue	TIF	L&L	Public Facilities	Park Impact	RDA	Measure C/	Gas Tax	Developer	Grant	Other	Unfunded	Main Street
FY 09/10 Fund Balance	\$ 1,736,000	\$ -	\$ 183,000	\$ 510,000	\$ 711,000	\$ 720,000	\$ 238,000	\$ -	\$ 190,000	\$ 1,959,864	\$ -	\$ 383,000
FY 10/11 Revenues	\$ 550,000	\$ -	\$ 414,500	\$ 203,000	\$ 50,000	\$ 447,000	\$ 626,330	\$ -	\$ 168,314	\$ 521,080	\$ -	\$ 53,000
FY 10/11 Operational Expenditures	\$ 329,863	\$ -	\$ 581,936	\$ 11,000	\$ -	\$ 277,383	\$ 612,843	\$ -	\$ -	\$ -	\$ -	\$ -
Total Available for Capital Projects	\$ 1,956,137	\$ -	\$ 12,564	\$ 711,000	\$ 712,000	\$ 887,617	\$ 451,237	\$ -	\$ 358,314	\$ 2,483,864	\$ -	\$ 383,000

FY 09/10 Proposed Expenditures	10/11 Total	TIF	L&L	Public Facilities	Park Impact	RDA	Measure C/	Gas Tax	Developer	Grant	Other	Unfunded	Main Street
12 Citywide Safety and Traffic Management Improvements	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 69,500	\$ 37,500	\$ -	\$ -	\$ -	\$ -	\$ -
13 Citywide Frontage Improvement Gap Closures	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -
14 Citywide Pavement Management	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 200,000	\$ -	\$ -	\$ 50,000	\$ -	\$ -
15 Citywide Drainage Improvements	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -
39 Hill Avenue Multi-Use Trail	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50 Thornoughfare Street Tree Planting	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ -
77 Citywide Street Name Sign Replacement	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,500	\$ 37,500	\$ -	\$ -	\$ -	\$ -	\$ -
112 Browns Road Widening, Nereby to Lovell	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
113 O'Hara Widening, Carpenter to Vantage	\$ 1,649,000	\$ 849,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
122 FG&E Site Demolition	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
123 Holly Creek Basin Neighborhood Park Phase II	\$ 804,000	\$ -	\$ -	\$ -	\$ 804,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
124 Letted Road Widening, O'Hara to Lovell Ballfields	\$ 1,874,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 474,000	\$ -	\$ -
125 LED Streetlight Replacement	\$ 168,314	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 168,314	\$ -	\$ -	\$ -
Total	\$ 7,482,314	\$ 1,550,000	\$ -	\$ 12,564	\$ 700,000	\$ 50,000	\$ 657,500	\$ 432,300	\$ 765,314	\$ 524,000	\$ -	\$ -	\$ -
Available for Contingency or Carry Forward	\$ -	\$ 406,137	\$ -	\$ -	\$ 611,000	\$ 711,000	\$ 232,117	\$ 19,437	\$ -	\$ 190,000	\$ 1,959,864	\$ -	\$ 383,000

Summary of "Other" Expenditures	Fund 201	Fund 209	Total
Fund Balance and Revenue	\$ 203,000	\$ 474,000	\$ 677,000
14 Citywide Pavement Management	\$ 50,000	\$ -	\$ 50,000
125 LED Streetlight Replacement	\$ 50,000	\$ -	\$ 50,000
Total	\$ 50,000	\$ -	\$ 50,000
Available for Contingency or Carry Forward	\$ 153,000	\$ 474,000	\$ 627,000

City of Oakley  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2010/11 to 2014/15**

<b>Project Title:</b>	O'Hara Widening- Carpenter to Vintage	<b>Project Proponent:</b>	Public Works and Engineering
<b>Project Category:</b>	Roadway	<b>Project Manager:</b>	City Engineer
<b>Project Type:</b>	Frontage Improvements	<b>Project Number:</b>	113
<b>Project Priority:</b>	Immediate	<b>In Redevelopment Area:</b>	No
<b>Project Description:</b>	Widen the west side of O'Hara Avenue from Carpenter Road to Vintage Drive including a traffic signal at Carpenter.		

**Project Justification:** Subdivision 8731 (Magnolia Park) was conditioned to construct the improvements in exchange for receiving credits and reimbursements from the Traffic Impact Fee program over a ten year period.

**PROJECT FINANCING DETAILS**

Project Expenditures	Prior Years	10/11	11/12	12/13	13/14	14/15 & Out	Total
Planning & Design		\$ 25,000					\$ 25,000
Environmental							\$ -
Right of Way	\$ 300,000						\$ 300,000
Construction		\$ 1,024,000					\$ 1,024,000
Operating Costs							\$ -
<b>TOTAL</b>	<b>\$ 300,000</b>	<b>\$ 1,049,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,349,000</b>

Project Funding	Prior Years	10/11	11/12	12/13	13/14	14/15 & Out	Total
Traffic Impact Fee	\$ 300,000	\$ 849,000					\$ 1,149,000
L&L District							\$ -
Public Facilities							\$ -
Park Impact							\$ -
Redevelopment							\$ -
Measure C/J		\$ 200,000					\$ 200,000
Gas Tax							\$ -
Developer							\$ -
Grant (see comments)							\$ -
Other (see comments)							\$ -
Unfunded							\$ -
<b>TOTAL</b>	<b>\$ 300,000</b>	<b>\$ 1,049,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,349,000</b>

**Comments:** Right of way acquisition wa completed in FY 09/10 and construction will begin once all property is acquired and utility relocations are done. Subdivision 8731 was conditioned to complete the work and be reimbursed through fee credits, but based on current fee revenues the project is being modified to be City sponsored. (change in scope and budget from FY 09/10)

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2010/11 to 2014/15**

<b>Project Title:</b>	Holly Creek Basin Neighborhood Park, Phase II	<b>Project Proponent:</b>	Public Works and Engineering
<b>Project Category:</b>	Parks and Trails	<b>Project Manager:</b>	Parks and Landscape Supervisor
<b>Project Type:</b>	Park	<b>Project Number:</b>	123
<b>Project Priority:</b>	Immediate	<b>In Redevelopment Area:</b>	No
<b>Project Description:</b>	Implement the second phase of the Holly Creek Park master plan which will include irrigation and turf in the basin portion of the detention basin.		

**Project Justification:** The park is identified in the Oakley Parks Master Plan and Phase 1 of the site was constructed in FY 07/08.

**PROJECT FINANCING DETAILS**

Project Expenditures	Prior Years	10/11	11/12	12/13	13/14	14/15 & Out	Total
Planning & Design		\$ 50,000					\$ 50,000
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 754,000					\$ 754,000
Operating Costs							\$ -
<b>TOTAL</b>	\$ -	\$ 804,000	\$ -	\$ -	\$ -	\$ -	\$ 804,000

Project Funding	Prior Years	10/11	11/12	12/13	13/14	14/15 & Out	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact		\$ 804,000					\$ 804,000
Redevelopment							\$ -
Measure C/J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant (see comments)							\$ -
Other (see comments)							\$ -
Unfunded							\$ -
<b>TOTAL</b>	\$ -	\$ 804,000	\$ -	\$ -	\$ -	\$ -	\$ 804,000

**Comments:** Construction of Phase 1 was completed in FY 07/08. (new project in FY 10/11)

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2010/11 to 2014/15**

<b>Project Title:</b>	LED Streetlight Replacement	<b>Project Proponent:</b>	Public Works and Engineering
<b>Project Category:</b>	Roadway	<b>Project Manager:</b>	City Engineer
<b>Project Type:</b>		<b>Project Number:</b>	125
<b>Project Priority:</b>	Immediate	<b>In Redevelopment Area:</b>	Yes and No
<b>Project Description:</b>	The City's streetlights use high pressure sodium (HPS) bulbs which are becoming an outdated and inefficient technology. By switching the fixtures to light emitting diode (LED) bulbs the City would realize substantial energy savings and performance enhancements.		
<b>Project Justification:</b>	The City funds streetlight operations and maintenance through its citywide lighting and landscaping district. Revenues from the District are not enough to fund the program, and a Gas Tax subsidy is required every year. By switching technologies and saving energy costs the City should be able to eliminate the subsidy.		

**PROJECT FINANCING DETAILS**

Project Expenditures	Prior Years	10/11	11/12	12/13	13/14	14/15 & Out	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 168,314					\$ 168,314
Operating Costs							\$ -
<b>TOTAL</b>	\$ -	\$ 168,314	\$ -	\$ -	\$ -	\$ -	\$ 168,314

Project Funding	Prior Years	10/11	11/12	12/13	13/14	14/15 & Out	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact							\$ -
Redevelopment							\$ -
Measure C/J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant (see comments)		\$ 168,314					\$ 168,314
Other (see comments)							\$ -
Unfunded							\$ -
<b>TOTAL</b>	\$ -	\$ 168,314	\$ -	\$ -	\$ -	\$ -	\$ 168,314

**Comments:** The City received an Energy Efficiency and Conservation Block Grant (EECBG), which is part of the Federal stimulus program, for this project. The City has entered into a partnership agreement with PG&E where PG&E will manage the construction implementation of the project and the City will fund PG&E's resulting direct costs. (new project in FY 10/11)