

AGENDA

REGULAR JOINT MEETING OF THE OAKLEY CITY COUNCIL/OAKLEY CITY COUNCIL ACTING AS THE SUCCESSOR AGENCY TO THE OAKLEY REDEVELOPMENT AGENCY

Tuesday, June 23, 2015

6:30 p.m.

Oakley City Council Chambers
3231 Main Street, Oakley, CA

MISSION STATEMENT: The City of Oakley exists to build and enhance a quality community and to serve the public in a friendly, efficient, responsive manner.

VISION STATEMENT: The City of Oakley will be recognized as a model of civic participation and a vibrant delta community where families live, work, play, shop and visit.

Agendas are posted in Oakley at Oakley City Hall-3231 Main Street, outside the gym at Delta Vista Middle School-4901 Frank Hengel Way and outside the Library at Freedom High School-1050 Neroly Road; agendas are also posted on the City's Internet Website www.ci.oakley.ca.us.

A complete packet of information containing staff reports and exhibits related to each item is available for public review prior to an Oakley City Council and/or City Council Acting as the Successor Agency to the Oakley Redevelopment Agency meeting at Oakley City Hall, 3231 Main Street, Oakley, CA 94561. Any writings or documents provided to a majority of the Oakley City Council or Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency regarding any item on this agenda will be made available for public inspection, during regular business hours, at the front counter in the Main Lobby of the Oakley City Hall located at 3231 Main Street, Oakley, CA 94561.

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(Please keep cell phones/pagers turned off during the meeting.)

1.0 OPENING MATTERS

Oakley City Council/Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency

1.1 Call to Order and Roll Call of the Oakley City Council and Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency

1.2 Pledge of Allegiance to the Flag

2.0 PUBLIC COMMENTS

At this time, the public is permitted to address the Oakley City Council/Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency on non-agendized items. PUBLIC COMMENTS ARE LIMITED TO THREE (3) MINUTES. In accordance with State Law, however, no action or discussion may take place on any item not appearing on the posted agenda. The Oakley City Council/ Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency may respond to statements made or questions asked or may request Staff to report back at a future meeting on the matter. The exceptions under which the Oakley City Council/Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency MAY discuss and/or take action on items not appearing on the agenda are contained in Government Code §54954.2(b)(1)(2)(3). Members of the public should submit any Speaker Cards for Public Comments in advance of the Mayor calling for Public Comments.

3.0 CONSENT CALENDAR

Consent Calendar items are typically non-controversial in nature and are considered for approval by the Oakley City Council/ Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency with one single action. Members of the audience, Staff or the Oakley City Council/ Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency who would like an item removed from the Consent Calendar for purposes of public input may request the Mayor remove the item. Members of the public should submit any Speaker Cards related to the Consent Calendar in advance of the Consent Calendar being considered.

Oakley City Council/Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency

3.1 Approve the Minutes of the Regular Joint Oakley City Council/Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency Meeting held June 9, 2015 (Libby Vreonis, City Clerk)

Oakley City Council

3.2 Report Out of Closed Session from June 9, 2015 (William Galstan, Special Counsel)

3.3 Adopt a Resolution Approving the Subdivision Improvement Agreement with Brookfield Emerson Land LLC for Public Improvements (Parcel B, exterior to pond-Emerson Ranch Park) within Subdivision 9032 (Kevin Rohani, Public Works Director/City Engineer)

- 3.4 **Adopt a Resolution Approving a Two-Year Extension of an On-Call Tree Services Contract with West Coast Arborists, Inc. (Kevin Rohani, Public Works Director/City Engineer)**
- 3.5 **Adopt a Resolution Authorizing the City Manager to Execute an Agreement with Ellis and Ellis Sign Systems Illuminated Creations Inc. to Fabricate and Install Two Directional Signs and One Freeway Monument Sign (Kevin Rohani, Public Works Director/City Engineer)**
- 3.6 **Adopt a Resolution Establishing Special Speed Zones for Specific City Streets with Adjustment Proposed to West Cypress Road (Kevin Rohani, Public Works Director/City Engineer)**
- 3.7 **Appointment of Mayor and Vice-Mayor to the Committee to Direct the City Manager's Annual Performance Evaluation (William Galstan, Special Counsel)**
- 3.8 **Terminate the Construction Contract with K. Dejesus Pump & Well Drilling, Inc. and Award a Construction Contract to Martell Water Systems, Inc. for the Cypress Grove Irrigation Well Project – CIP 148 (Kevin Rohani, Public Works Director/City Engineer)**

4.0 PUBLIC HEARINGS

Oakley City Council

- 4.1 **Zoning Ordinance Text Amendments to Oakley Municipal Code Sections 9.1.202 (Definitions), 9.1.404 (Single-Family Residential Districts), 9.1.1502 (Nonconforming Uses) and 9.1.1604 (Design Review) (RZ 03-15) (Ken Strelo, Senior Planner)**

Staff recommendation:

- Open the Public Hearing
- Receive the Staff Report
- Receive Public Testimony
- Close the Public Hearing
- Deliberate
- Summarize the Deliberation
- Specify to Staff any amendments to the Ordinance during Motion
- Waive the First Reading and Introduce the Ordinance

5.0 REGULAR CALENDAR

- 5.1 Adopt a Resolution Regarding 2015-2016 Compensation and Benefits Program, Employee Salary Ranges and New Employee Classifications (Nancy Marquez, Assistant to the City Manager / Human Resources Manager)**
- 5.2 Approve a Resolution to Adopt the Fiscal Year 2015-2016 Recommended Budget, Statement of Financial Policies, Appropriations Limit and 5-Year Capital Improvement Program (CIP) for Fiscal Years 2015-2016 through 2019-2020 and Making Findings Related Thereto (Paul Abelson, Finance Director)**

6.0 REPORTS

6.1 CITY MANAGER

- (a) City Manager**

6.2 OAKLEY CITY COUNCIL/OAKLEY CITY COUNCIL ACTING AS THE SUCCESSOR AGENCY TO THE OAKLEY REDEVELOPMENT AGENCY

- (a) Reports from Council Liaisons to Regional Committees, Commissions and Boards AND Oakley City Council/Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency Comments**
- (b) Requests for Future Agendas**

7.0 WORK SESSIONS-None

8.0 CLOSED SESSIONS-None

9.0 ADJOURN

**Minutes of the Regular Joint Meeting of the Oakley City Council/Oakley City Council acting as the Successor Agency to the Oakley Redevelopment Agency
June 9, 2015**

1.0 OPENING MATTERS

Oakley City Council/Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency

1.1 Call to Order and Roll Call of the Oakley City Council and Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency

Mayor Hardcastle called the meeting to order at 6:32pm in the Oakley City Council Chambers located at 3231 Main Street, Oakley, California. Doug Hardcastle, Kevin Romick, Randy Pope, Sue Higgins and Vanessa Perry were present.

1.2 Pledge of Allegiance to the Flag

Mayor Hardcastle led the Pledge of Allegiance to the Flag.

1.3 Proclamation Recognizing June 2015 as California Safe Digging Month in Oakley (Tom Guarino, PG&E)

Mr. Guarino was unable to attend the meeting. Mayor Hardcastle commented that the proclamation is a good reminder to call 8-1-1 before you dig.

1.4 Proclamations Recognizing Members of the Oakley Youth Advisory Council: Ivan Chavez, Xochitl Fernandez, Derek Furr, Morgan Henderson, Elias Juarez, Joe Lagano, Hannah McCartney, Simon Mendez, Dalton Puckett, Julissa Ramirez, Jazzlynn Riddle, Bianca Tapia and Tiana Weeks (Lindsey Bruno, Recreation Manager)

Recreation Manager Lindsey Bruno thanked the Oakley Youth Advisory Council (OYAC). OYAC presented a short video of their events and accomplishments. Mayor Hardcastle presented the proclamations to the Oakley Youth Advisory Council and thanked the members for their work.

2.0 PUBLIC COMMENTS

Online Comment Forms

No online comment forms were submitted for Public Comments.

Public Comment Cards

No public comment cards were submitted for Public Comments.

3.0 CONSENT CALENDAR

Oakley City Council/Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency

- 3.1 Approve the Minutes of the Regular Joint Oakley City Council/Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency Meeting held May 26, 2015 (Libby Vreonis, City Clerk)**

Oakley City Council

- 3.2 Approve the Minutes of the Special Meeting of the Oakley City Council held May 19, 2015 (Libby Vreonis, City Clerk)**
- 3.3 Report Out of Closed Session from May 26, 2015 (William Galstan, Special Counsel)**
- 3.4 Award of Construction Contract to Wayne E. Swisher Cement Contractor Inc. for the Curb, Gutter and Sidewalk Repair and Reconstruction Project-Capital Improvement Project 153 (Kevin Rohani, Public Works Director/City Engineer)**
- 3.5 Adopt a Resolution Acknowledging the Retirement of K-9 Oleg and Approving a Conveyance Agreement with David Riddle (Dan Gomez, Chief of Police)**

It was moved by Vice Mayor Romick and seconded by Councilmember Pope to approve the remainder of the Consent Calendar. Motion was unanimous and so ordered. (5-0)

4.0 PUBLIC HEARINGS

Oakley City Council

- 4.1 4700 Main Street Retail and Self-Storage- Conditional Use Permit (CUP 01-15) and Design Review (DR 02-15) for the Construction of a New Retail and Self-Storage Project on a Site Located at 4700 Main Street. APN: 033-240-004 (Joshua McMurray, Planning Manager)**

Planning Manager Joshua McMurray presented the staff report.

Vice Mayor Romick inquired how the proposed project could be made more compatible with the design of nearby existing businesses to provide a better transition along Main Street.

Mr. McMurray responded that the color palette could be adjusted to provide a better transition. He added that the proposed landscape will help as well.

Councilmember Perry inquired how many other three-story buildings exist in the City, if there is tenant interest in the commercial space and if there is a need for a storage facility.

Mr. McMurray responded that a tri-level is most commonly seen in residential; however, the Oakley Municipal Code allows for it in commercial structures.

Applicant Michael Conley of Claremont Homes, Inc. responded that the property has not been marketed yet, but that Claremont Homes, Inc. developed a similar project on Sand Creek Road in Brentwood and it is 97% occupied. He added that other local facilities are also highly occupied and that this location is ideal to accommodate storage needs for the housing development that will occur on East Cypress Road and it is highly visible which should attract a strong tenant.

Councilmember Higgins expressed concern regarding the detention basin becoming a safety hazard.

Mr. McMurray explained the detention basin is designed to store water for a short period of time until it is infiltrated; therefore, there should not be a pond formation or safety hazard.

Online Comment Forms

No online comment forms were submitted for Item 4.1.

Public Comment Card

No public comment cards were submitted for Item 4.1.

A letter dated June 8, 2015 was submitted by Contra Costa County Flood Control to Mr. McMurray which was provided to the Oakley City Council and made part of the meeting record.

It was moved by Vice Mayor Romick and seconded by Councilmember Pope to adopt the resolution as modified to include a condition of approval requiring the color palette to be more compatible with nearby existing commercial structures. Motion was unanimous and so ordered. (5-0)

4.2 3920 and 3980 Empire Avenue Preliminary General Plan Amendment (PA 01-15) (Joshua McMurray, Planning Manager)

This is a work session on a request by Roy and Erica Pantle (c/o Todd Fujinaga) ("Applicant") to discuss the merits of a potential project regarding amending the General Plan land use designation from "Single-Family Residential, Medium Density" (3.8 dwelling units per acre maximum density) to "Commercial" (to allow for commercial land uses) for the purposes of rezoning the property from the Single-Family Residential (R-10) District to the General Commercial (C) District. In addition to the General Plan Amendment and Rezone, the applicants would propose, in partnership with 7-11 Inc., a new gas station and convenience store which would also require a Conditional Use Permit and Design Review.

Planning Manager Joshua McMurray presented the staff report.

Councilmember Perry inquired how close the neighborhood homes are in proximity to the Pantle property, the impact traffic and crime could have on the property values, if the Contra Costa Water District (CCWD) property nearby is also being rezoned, if there are other commercial options available on the property, and how many police calls are received for gas stations and convenient stores in Oakley.

Mr. McMurray responded that the homes are approximately 80 feet from the single-family subdivision, a CEQA study would have to be done to determine the impacts for mitigation, gas stations and traffic do not typically trigger an EIR, if the property remains zoned as residential approximately 13 homes could be built but would also not trigger an EIR, and CCWD is in contract to sell a portion of its property for commercial use which will be reviewed by the City Council at a future date in the same manner as this project.

Kevin Sakimoto, consultant for the applicants, added there has been a lot of interest from gas stations, drug stores and fast food businesses to develop a portion of the property; however, 7-11 is the only business willing to develop the entire site.

Chief Gomez responded to Councilmember Perry's inquiry about police calls. He commented there have been very minor petty theft issues at gas stations and convenience stores which can be mitigated with lighting and security.

Vice Mayor Romick commented the property was always intended to be commercial and that homes built on the property would be undesirable due to traffic and noise.

Mayor Hardcastle inquired if noise impacts would be mitigated if the property is zoned commercial.

Mr. McMurray explained that an 8-foot sound wall is being proposed and a noise study and environmental review would occur prior to design review.

Special Counsel William Galstan suggested the City Council may wish to provide direction to the applicant as the application process is expensive and time consuming.

Councilmember Pope commented that the adjacent neighborhood likely never anticipated the Pantle property would be commercial, a gas station is needed, but at another location, and he is not in favor of rezoning it to commercial.

Councilmember Perry commented that the adjacent neighborhood homeowners purchased their properties with knowledge that the Pantle property was zoned residential and that a gas station is needed on Laurel Road, but it may be too close to the neighborhood if placed on the Pantle property and would generate too much traffic. She expressed support for a different type of commercial development, but not a gas station.

Councilmember Higgins expressed that she was torn; a gas station is needed on Laurel Road, but a 7-11 store next to housing is concerning.

Mayor Hardcastle commented that he agrees with Councilmember Pope in that neighboring residents expected the property to be residential when they purchased their homes.

Mr. Sakimoto commented there has been no residential interest in the property. He requested clarification from the City Council whether they opposed any commercial use or just the use being proposed.

Mayor Hardcastle suggested the applicant talk with the neighbors and obtain their consensus.

Mr. Galstan summarized that no action is being taken at this time, that some residents obviously oppose a 7-11 / gas station, the parcel is small for multi-family residential and realistically the parcel may become commercial. He added that the applicant could return with a revised concept and a community meeting is a possible idea to obtain feedback and address concerns of the adjacent neighborhood.

Online Comment Forms

Deborah Rocha opposes the permit of a convenience store/gas station at the corner of Empire Avenue and Laurel Road due to noise, loitering and public nuisance concerns. She requested the City Council consider another type of commercial entity that would be closed and secure at night. She suggested permitting it at the intersection of Laurel Road and Mercedes Lane.

Lynsey Goodrich opposes the permit of a convenience store/gas station at the corner of Empire Avenue and Laurel Road due to safety, loitering and traffic concerns. She also mentioned there is a 7-11 located just down the road on Empire Avenue and Main Street and there are already too many convenience stores and enough gas stations.

Sherry Seat opposes the permit of a convenience store/gas station at the corner of Empire Avenue and Laurel Road due to safety, loitering, traffic and property value concerns. She suggested locating it closer to the freeway on-ramp where it would be more easily accessible and visible from the bypass.

Joan Facca opposes the permit of a convenience store/gas station at the corner of Empire Avenue and Laurel Road due to traffic noise and safety concerns.

Rebecca Farris opposes the permit of a convenience store/gas station at the corner of Empire Avenue and Laurel Road as another 7-11 exists in close proximity. She suggested the City could purchase the property from the Pantle's and plant an oak grove to beautify the property and welcome residents and visitors to the City.

Jan Berg opposes the permit of a convenience store/gas station at the corner of Empire Avenue and Laurel Road due to traffic, noise and safety concerns.

Public Comment Card

Linda Olson commented that she purchased her home knowing that the property next to it was zoned residential, not commercial. She explained that if it is zoned commercial and a 7-11 / gas station is allowed, neighborhood property values will decline and the neighborhood will become a less desirable place to live, affecting families who live in the neighborhood. She opposes the rezone of the property for any commercial use indicating there are other vacant commercial spaces nearby and traffic safety is a concern.

Erica Pantle commented that she was told many years ago by City staff that her parcel was always intended to be commercial and when she purchased the parcel, the CCWD facility, bypass and traffic were not in existence. She added that there is no interest from the neighbors to work with them. She requested the City Council consider rezoning the parcel to commercial.

5.0 REGULAR CALENDAR-None

6.0 REPORTS

6.1 CITY MANAGER

(a) City Manager

City Manager Bryan Montgomery announced the Oakley Film Festival will be held Saturday, June 13 beginning at 7pm in the Oakley Council Chambers, followed by the winners' films being shown on the screen outside in the Civic Center Park before the Movie in the Park, *Malificent*, which begins at dusk. He also announced the car show to be held Saturday, June 20, 10am-2pm in the parking lot at Oakley City Hall.

6.2 OAKLEY CITY COUNCIL/OAKLEY CITY COUNCIL ACTING AS THE SUCCESSOR AGENCY TO THE OAKLEY REDEVELOPMENT AGENCY

(a) Reports from Council Liaisons to Regional Committees, Commissions and Boards AND Oakley City Council/Oakley City Council Acting as the Successor Agency to the Oakley Redevelopment Agency Comments

Councilmember Perry reported that she attended Sabrina's Pizza grand opening, the Taste of Oakley event followed by Movie in the Plaza, the first of three You, Me, We = Oakley! suicide prevention training meetings, and the Freedom High School graduation.

Mayor Hardcastle commented most of the City Council attended the Freedom High School graduation and it was a nice event. He reported that he attended an Eagle Scout ceremony for Zack Allen whom will be entering the U.S. Air Force soon. He thanked the local schools, churches, families and children for the phenomenal job they are doing.

(b) Requests for Future Agendas

There were no requests for future agendas.

7.0 WORK SESSIONS-None

8.0 CLOSED SESSION

Oakley City Council

8.1 PUBLIC EMPLOYMENT (Pursuant to Government Code Section 54957(b)(1))

TITLE: CHIEF OF POLICE

8.2 Reporting Out of Closed Session (William Galstan, Special Counsel)

Special Counsel William Galstan reported that there was no reportable action.

9.0 ADJOURN

There being no further business, the meeting was adjourned at 8:00p.m.

Respectfully Submitted,

Libby Vreonis
City Clerk



MEMORANDUM

Office of the City Attorney

Date: June 10, 2015
To: Mayor and Members of City Council
Cc: Bryan Montgomery, City Manager; Derek P. Cole, City Attorney
From: William R. Galstan, Special Counsel *William R. Galstan*
Subject: Closed Session; Report-Out Memo

FOR CONSIDERATION AT THE CITY COUNCIL MEETING OF JUNE 23, 2015

Background and Analysis

The City Council held a closed session at its meeting of June 9, 2015, for purposes of discussing public employment for the position of Chief of Police, pursuant to Government Code Section 54957(b)(1). No reportable action was taken.

Fiscal Impact

None.

Recommendation:

Receive and file this report.

Attachments:

None.



Agenda Date: 06/23/2015

Agenda Item: 3.3

STAFF REPORT

Approved and Forwarded to City Council:


Bryan H. Montgomery, City Manager

Date: Tuesday, June 23, 2015
To: Bryan H. Montgomery, City Manager
From: Kevin Rohani, Public Works Director/City Engineer

SUBJECT: Subdivision Improvement Agreement with Brookfield Emerson Land LLC for Public Improvements (Parcel B, exterior to pond – Emerson Ranch Park) within Subdivision 9032

Background and Analysis

Brookfield Emerson Land LLC is required to develop certain public improvements to the approved Subdivision 9032, which includes public parks and landscape. The attached Subdivision Improvement Agreement (SIA) outlines the reasonable conditions and responsibilities of the Developer.

Brookfield Emerson Land LLC is responsible for the full cost of the Emerson Ranch Park construction. When the park has been completed and is in conformance with the approved plans and agreement, the parcel will be dedicated to the City for public use and accepted for maintenance.

Fiscal Impact

There is no fiscal impact associated to the City's budget with this action.

Staff Recommendation

Staff recommends that the City Council adopt the Resolution approving the Subdivision Improvement Agreement for Emerson Ranch Park within Subdivision 9032, and authorizing the City Manager to execute (sign) the Agreement.

Attachments

- 1) Resolution for Emerson Ranch Park
- 2) Agreement for Emerson Ranch Park

RESOLUTION NO. __-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY APPROVING THE SUBDIVISION IMPROVEMENT AGREEMENT WITH BROOKFIELD EMERSON LAND LLC FOR EMERSON RANCH PARK WITHIN SUBDIVISION 9032

WHEREAS, the City Council of the City of Oakley, California wishes to enter into a Subdivision Improvement Agreement with Brookfield Emerson Land LLC for the development and faithful performance of public improvements for work known as Emerson Ranch Park, Parcel "B" (exterior to pond) within Emerson Ranch Subdivision 9032; and

WHEREAS, this agreement will require the developer to complete approximately \$1,499,808.00 in public improvements and drainage in accordance with the project conditions of approval and City standard construction design; and

WHEREAS, upon satisfactory completion of the work, the plant establishment period, and maintenance funding conditions are met, the park will be accepted by the City of Oakley for public maintenance.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, by the City Council of the City of Oakley that the Subdivision Improvement Agreement for Emerson Ranch Park within Subdivision 9032 with Brookfield Emerson Land LLC is hereby approved in the form attached hereto as Exhibit A and made part of this resolution and that the City Manager is hereby authorized to execute said agreement.

PASSED AND ADOPTED by the City Council of the City of Oakley at a meeting held on the 23rd of June, 2015 by the following vote:

AYES:
NOES:
ABSENT:
ABSTENTIONS:

APPROVED:

ATTEST:

Doug Hardcastle, Mayor

Libby Vreonis, City Clerk

Date

**CITY OF OAKLEY
SUBDIVISION IMPROVEMENT AGREEMENT
EMERSON RANCH PARK, EMERSON RANCH, SUBDIVISION 9032,
PARCEL "B", EXTERIOR TO POND**

This Agreement is made and entered into this 23rd day of June, 2015 by and between the City of Oakley, a municipal corporation, hereinafter referred to as "CITY", and Brookfield Emerson Land LLC, a Delaware Limited Liability Corporation, hereinafter referred to as "DEVELOPER".

RECITALS

WHEREAS, it has been determined by the City Council of the City of Oakley, State of California, that DEVELOPER desires to improve and dedicate Emerson Ranch Park (Parcel B, exterior to pond) of Subdivision 9032, (hereafter "The Improvements") required by the conditions of approval for Subdivision 9032 as approved by the City of Oakley City Council via Resolution Number 107-10, in accordance with the requirements and conditions set forth in approvals, the requirements of the Subdivision Map Act of the State of California, and those certain plans and specifications for said development approved by CITY and titled "Emerson Ranch Park Construction Documents" now on file in the office of the City Engineer, which are hereby referred to for a more definite and distinct description of the work to be performed under this Agreement as though set forth at length herein; and

WHEREAS, DEVELOPER intends to satisfactorily complete The Improvements within the time hereinafter specified, and CITY intends to accept DEVELOPER's offer(s) of dedication of The Improvements in consideration for DEVELOPER's satisfactory performance of the terms and conditions of this Agreement:

NOW, THEREFORE, in consideration of the mutual promises, conditions and covenants herein contained, the parties agree as follows:

1. Improvements.

DEVELOPER agrees to install the park and landscaping improvements, signs, lighting, irrigation, benches, and such other improvements (including appurtenant equipment) as required by the conditions of approval for Subdivision 9032, as set forth in Exhibits A and B, respectively, to this Agreement, which Exhibits are incorporated herein as if set forth at this point, or as otherwise required in the encroachment ordinance, including without limitation all improvements. In the event that any provision of this Agreement conflicts with the provisions of the Exhibits, the provisions of the Exhibits shall prevail to the extent that the conflicting provision(s) in the Exhibits requires a greater or more extensive improvement or expenditure, or to the extent that that provision extends DEVELOPER's obligations over a greater period of time than the specific provision set forth herein. Such improvements shall also be made in conformance with the City of Oakley Municipal Code and Contra Costa County Ordinance Code as adopted and enforced by the City of Oakley.

DEVELOPER will commence construction of The Improvements within 30 days following the effective date of this Agreement. DEVELOPER shall complete said work not later than twelve (12) months following said date of commencement in a good workmanlike manner, in accordance with accepted construction practices and in a manner equal or superior to the requirements of the City of Oakley Municipal Code and Contra Costa County Ordinance Code and rulings made thereunder; and where there is a conflict between the improvement plans and the City Municipal Code or County Ordinance Code, the stricter requirements shall govern. It is understood that the City of Oakley was incorporated effective July 1, 1999, and as such continues to rely on certain laws, ordinances and design standards of the County of Contra Costa. References herein to the County Code or County Ordinance Code are understood to refer to such ordinances and codes as if adopted by the City of Oakley.

Time is of the essence in this Agreement. Upon completion and acceptance of work, DEVELOPER shall furnish CITY with a complete and reproducible set of final as-built plans of The Improvements, including any authorized modifications.

2. Estimated Cost of Improvements.

The estimated cost of constructing The Improvements required by this agreement as adjusted for inflation is agreed to be \$1,499,808.00 for Grading and Public Improvements. Said amount includes costs and reasonable expenses and fees which may be incurred in enforcing the obligation secured.

3. Bonds Furnished.

Concurrently with the execution of this Agreement, DEVELOPER shall furnish CITY with the following security in the forms specified in Government Code sections 66499.1 and 66499.2 or in a form satisfactory to the CITY Attorney if different from said Government Code forms:

- a. Faithful Performance. Either a cash deposit, a corporate surety bond issued by a company duly and legally licensed to conduct a general surety business in the State of California, or an instrument of credit equivalent to one hundred percent (100%) of the estimate set forth in Paragraph 2 and sufficient to assure CITY that The Improvements will be satisfactorily completed. A minimum of one percent (1%) of the security shall be a cash deposit.
- b. Labor and Materials. Either a cash deposit, a corporate surety bond issued by a company duly and legally licensed to conduct a general surety business in the State of California, or an instrument of credit equivalent to fifty percent (50%) of the estimate set forth in Paragraph 2 and sufficient to assure CITY that DEVELOPER'S contractors, subcontractors, and other persons furnishing labor, materials, or equipment shall be paid therefor.

CITY shall be the sole indemnitee named on any instrument required by this Agreement. Any instrument or deposit required herein shall conform with the provisions of Chapter 5 of the Subdivision Map Act. DEVELOPER may request that portions or all of the bonds may be substituted by other parties in the event that portions or all of the Project is sold to other parties, and such substitution shall not be unreasonably withheld by CITY.

4. Prevailing Wage.

CITY has determined that construction of The Improvements falls within the definition of "public works" set forth in California Labor Code Section 1720. Subject to any amendments to Labor Code Section 1720 et seq., DEVELOPER shall comply with Labor Code Section 1720 et seq., shall comply with the provisions set forth in Exhibit B and shall ensure that any contractors and subcontractors comply with the provisions of Exhibit B. DEVELOPER shall waive, indemnify, hold harmless and defend CITY concerning any liability arising out of Labor Code Section 1720 et seq.

5. Insurance Required.

Concurrently with the execution hereof, DEVELOPER shall obtain or cause to be obtained and filed with the CITY, all insurance required in this paragraph and as set forth in Exhibit C, and such insurance shall have been approved by the Finance Director of CITY, or his designee, as to form, amount and carrier. Prior to the commencement of work under this Agreement, DEVELOPER's general contractor shall obtain or cause to be obtained and filed with the Finance Director, all insurance required under this paragraph and as set forth in Exhibit C, evidenced herein as Exhibit D, and such insurance shall have been approved by the Finance Director of CITY, as to form, amount and carrier. DEVELOPER shall not allow any contractor or subcontractor to commence work on this contract or subcontract until all insurance required for DEVELOPER and DEVELOPER's general contractor shall have been so obtained and approved. Said insurance shall be maintained in full force and effect until the completion of work under this Agreement and the final acceptance thereof by CITY. All requirements herein provided shall appear either in the body of the insurance policies or as endorsements and shall specifically bind the insurance carrier. CITY acknowledges and agrees that DEVELOPER has provided to CITY the evidence of insurance required to be maintained under this Section 5 and such insurance has been previously approved by the Finance Director of CITY, as to form, amount and carrier.

6. Work Performance and Guarantee.

Except as otherwise expressly provided in this Agreement, and excepting only items of routine maintenance, ordinary wear and tear and unusual abuse or neglect, DEVELOPER guarantees all work executed by DEVELOPER and/or DEVELOPER's agents, and all supplies, materials and devices of whatsoever nature incorporated in, or attached to the work, or otherwise delivered to CITY as a part of the work pursuant to the Agreement, to be free of all defects of workmanship and materials for a period of one (1) year after initial acceptance of the entire work by CITY. DEVELOPER shall repair or replace any or all such work or material, together with all or any other work or materials which may be displaced or damaged in so doing, that may prove defective in workmanship or material within said one-year guarantee period without expense or charge of any nature whatsoever to CITY. DEVELOPER further covenants and agrees that when defects in design, workmanship and materials actually appear during the one-year guarantee period, and have been corrected, the guarantee period shall automatically be extended for an additional year to insure that such defects have actually been corrected.

In the event the DEVELOPER shall fail to comply with the conditions of the foregoing guarantee within thirty (30) days time, after being notified of the defect in writing, CITY shall have the right, but shall not be obligated, to repair or obtain the repair of the defect, and DEVELOPER shall pay to CITY on demand all costs and expense of such repair. Notwithstanding anything herein to the contrary, in the event that any defect in workmanship or material covered by the foregoing guarantee results in a condition which constitutes an immediate hazard to the public health, safety, or welfare, CITY shall have the right to immediately repair, or cause to be repaired, such defect, and DEVELOPER shall pay to CITY on demand all costs and expense of such repair. The foregoing statement relating to hazards to health and safety shall be deemed to include either temporary or permanent repairs which may be required as determined in the sole discretion and judgment of CITY.

If CITY, at its sole option, makes or causes to be made the necessary repairs or replacements or performs the necessary work, DEVELOPER shall pay, in addition to actual costs and expenses of such repair or work, fifty percent (50%) of such costs and expenses for overhead and interest at the maximum rate of interest permitted by law accruing thirty (30) days from the date of billing for such work or repairs.

7. Inspection of the Work.

DEVELOPER shall guarantee free access to CITY through its City Engineer and his designated representative for the safe and convenient inspection of the work throughout its construction. Said CITY representative shall have the authority to reject all materials and workmanship which are not in accordance with the plans and specifications, and all such materials and or work shall be removed promptly by DEVELOPER and replaced to the satisfaction of CITY without any expense to CITY in strict accordance with the improvement plans and specifications.

8. Agreement Assignment.

This Agreement shall not be assigned by DEVELOPER without the written consent of CITY.

9. Abandonment of Work.

Neither DEVELOPER nor any of DEVELOPER's agents or contractors are or shall be considered to be agents of CITY in connection with the performance of DEVELOPER's obligations under this Agreement.

If DEVELOPER refuses or fails to obtain prosecution of the work, or any severable part thereof, with such diligence as will insure its completion within the time specified, or any extension thereof, or fails to obtain completion of said work within such time, or if DEVELOPER should be adjudged as bankrupt, or should make a general assignment for the benefit of DEVELOPER's creditors, or if a receiver should be appointed, or if DEVELOPER, or any of DEVELOPER's contractors, subcontractors, agents or employees should violate any of the provisions of this Agreement, the CITY through its Public Works Director may serve written notice on DEVELOPER and DEVELOPER's surety or holder of other security of breach of this Agreement, or of any portion, thereof, and default of DEVELOPER.

In the event of any such notice of breach of this Agreement, DEVELOPER's surety shall have the duty to take over and complete The Improvements herein specified; provided, however, that if the surety, within thirty (30) days after the serving upon it of such notice of breach, does not give CITY written notice of its intention to take over the performance of the contract, and does not commence performance thereof within thirty (30) days after notice to CITY of such election, CITY may take over the work and prosecute the same to completion, by contract or by any other method CITY may deem advisable, for the account and at the expense of DEVELOPER and DEVELOPER's surety shall be liable to CITY for any damages and/or reasonable and documented excess costs occasioned by CITY thereby; and, in such event, CITY, without liability for so doing, may take possession of, and utilize in completing the work, such materials, appliances, plant and other property belonging to DEVELOPER as may be on the site of the work and necessary therefor.

All notices herein required shall be in writing, and delivered in person or sent by registered mail, postage prepaid.

Notices required to be given to CITY shall be addressed as follows:

Attn: Bryan Montgomery, City Manager
Kevin Rohani, Public Works Director/City Engineer
City of Oakley
3231 Main Street
Oakley, CA 94561

Notices required to be given to DEVELOPER shall be addressed as follows:

Attn: Josh Roden
Brookfield Emerson Land LLC
500 La Gonda Way, Suite 100
Danville, CA 94526

Notices required to be given surety of DEVELOPER shall be addressed as follows:

Any party or the surety may change such address by notice in writing to the other party and thereafter notices shall be addressed and transmitted to the new address.

Concurrently with the execution of this Agreement, DEVELOPER has executed and has caused to be acknowledged an abstract of this Agreement. DEVELOPER agrees CITY may record said abstract in the Official Records of Contra Costa County.

10. Use of Streets or Improvements.

At all times prior to the final acceptance of the work by CITY, the use of any or all streets and improvements within the work to be performed under this Agreement shall be at the sole and exclusive risk of DEVELOPER. The issuance of any building or occupancy permit by CITY for units located within the project shall not be construed in any manner to constitute a partial or final acceptance or approval of any or all such improvements by CITY. DEVELOPER agrees that CITY's Building Official may withhold the issuance of building or occupancy permits when the work or its progress may substantially and/or detrimentally affect public health and safety.

11. Safety Devices.

DEVELOPER shall provide and maintain such guards, watchmen, fences, barriers, regulatory signs, warning lights, and other safety devices adjacent to and on the project site as may be necessary to prevent accidents to the public and damage to the property. DEVELOPER shall furnish, place, and maintain such lights as may be necessary for illuminating the said fences, barriers, signs, and other safety devices. At the end of all work to be performed under this Agreement, all fences, barriers, regulatory signs, warning lights, and other safety devices (except such safety items as may be shown on the plans and included in the items of work) shall be removed from site of the work by the DEVELOPER, and the entire site left clean and orderly.

12. Acceptance of Work.

Upon notice of the completion of the work covered by this agreement, the delivery of a set of final as-built plans, and submittal of a warranty bond in the amount of 10% of the cost of improvements set forth in Section 2 to CITY by DEVELOPER, CITY, through its City Engineer or his designated representative, shall examine the work without delay, for conformity with said plans and specifications and this Agreement.

Under its plan to provide a financing mechanism to support the maintenance of the park and landscaping required by the subdivision conditions, the DEVELOPER and CITY formed a Community Facilities District. As a part of that process, the DEVELOPER and CITY agreed that the turnover of the park and landscaping assets related to the project, or portions thereof, would not occur until such time that the CITY determines the District is both receiving sufficient ongoing revenues for park and landscaping maintenance, and that it has sufficient reserve balances for the ongoing and periodic maintenance of the assets long-term. Furthermore, DEVELOPER agreed that if any of the assets were constructed in advance of meeting this requirement, then DEVELOPER agreed to maintain them until the funding conditions described are met.

When the City Engineer or his designated representative determines both, that the improvements were completed in conformity with the plans and specifications of this Agreement, and that the Community Facilities District is both sufficiently funded and receiving sufficient park and landscaping related revenues to maintain the assets long-term, as described, he shall, without unnecessary delay, recommend acceptance of the work to the City

Council and, upon such acceptance, shall notify DEVELOPER or his designated agents of such acceptance.

CITY reserves the right to not accept the work until all construction activities, including those related to building construction, within the project boundaries have been completed.

13. Patent and Copyright Costs.

In the event that said plans and specifications require the use of any material, process or publication which is subject to a duly registered patent or copyright, DEVELOPER shall be liable for, and shall indemnify CITY from any fees, costs or litigation expenses, including attorneys' fees and court costs, which may result from the use of said patented or copyrighted material, process or publication.

14. Alterations in Plans and Specifications.

Any alteration or alterations made in the plans and specifications which are a part of this Agreement or any provision of this Agreement shall not operate to release any surety or sureties from liability on any bond or bonds attached hereto and made a part hereof, and consent to make such alterations is hereby given, and the sureties to said bonds hereby waive the provisions of Section 2819 of the Civil Code of the State of California.

15. Liability.

a. DEVELOPER Primarily Liable. DEVELOPER hereby warrants that the design and construction of The Improvements will not adversely affect any portion of adjacent properties and that all work will be performed in a proper manner. DEVELOPER agrees to indemnify, defend, release, and save harmless CITY, and each of its elective and appointive boards, commissions, officers agents and employees, from and against any and all loss, claims, suits, liabilities, actions, damages, or causes of action of every kind, nature and description, directly or indirectly arising from an act or omission of DEVELOPER, its employees, agents, or independent contractors in connection with DEVELOPER'S actions and obligations hereunder; provided as follows:

1. That CITY does not, and shall not, waive any rights against DEVELOPER which it may have by reason of the aforesaid hold harmless agreement, because of the acceptance by CITY, or the deposit with CITY by DEVELOPER, of any of the insurance policies described in Paragraph 4 hereof.
2. That the aforesaid hold harmless agreement by DEVELOPER shall apply to all damages and claims for damages of every kind suffered, or alleged to have been suffered, by reason of any of the aforesaid operations referred to in this paragraph, regardless of whether or not CITY has prepared, supplied, or approved of plans and/or specifications for the project, or regardless of whether or not

such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

- b. Design Defect. If, in the opinion of the CITY, a design defect in the work of improvement becomes apparent during the course of construction, or within one (1) year following acceptance by the CITY of the improvements, and said design defect, in the opinion of the CITY, may substantially impair the public health and safety, DEVELOPER shall, upon order by the CITY, correct said design defect at his sole cost and expense, and the sureties under the Faithful Performance and Labor and Materials Bonds shall be liable to the CITY for the corrective work required.

- c. Litigation Expenses. In the event that legal action is instituted by either party to this Agreement, and said action seeks damages for breach of this Agreement or seeks to specifically enforce the terms of this Agreement, and, in the event judgment is entered in said action, the prevailing party shall be entitled to recover its attorneys' fees and court costs. If CITY is the prevailing party, CITY shall also be entitled to recover its attorney's fees and costs in any action against DEVELOPER's surety on the bonds provided under paragraph 3.

16. Recitals.

The foregoing Recitals are true and correct and are made a part hereof.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate at Oakley, California, the day and year first above written.

APPROVED AS TO FORM:

CITY OF OAKLEY

Derek P. Cole, City Attorney

Bryan H. Montgomery, City Manager

ATTEST:

DEVELOPER
Brookfield Emerson Land LCC
a Delaware Limited Liability Company

Libby Vreonis, City Clerk

By: _____
Josh Roden, Authorized Agent

Exhibits:

- Exhibit A - City of Oakley, City Council, RESOLUTION 107-10;
Conditions of Approval of Tentative Map for Subdivision 9032
- Exhibit B - Prevailing Wage
- Exhibit C - Insurance Requirements
- Exhibit D - Verification of Required Insurance

EXHIBIT A

**CITY OF OAKLEY, CITY COUNCIL, RESOLUTION 107-10;
CONDITIONS OF APPROVAL**

RESOLUTION NO. 107-10

A RESOLUTION OF THE CITY OF OAKLEY CITY COUNCIL MAKING FINDINGS AND APPROVING THE EMERSON PROPERTY PROJECT VESTING TENTATIVE SUBDIVISION MAP (9032) TO SUBDIVIDE APPROXIMATELY 140 ACRES INTO 578 SINGLE FAMILY LOTS, A 24 ACRE COMMERCIAL PARCEL, AND OTHER PARK, TRAILS, OPEN SPACE AND STORMWATER DETENTION POND PARCELS, AND DESIGN REVIEW APPROVAL OF THE HOMES AND COMMERCIAL DEVELOPMENT PLAN. THE PROJECT IS LOCATED ON THE NORTHWEST CORNER OF EAST CYPRESS ROAD AND SELLERS AVENUE (APN 037-192-026)

FINDINGS

WHEREAS, in February of 2007, the applicant filed an application for approval of the Emerson Property Project - Subd. 9032 ("Project"), which included requests for a rezone to P-1 District and approval of a PD Plan, approval of a vesting tentative map to subdivide 140 acres into 662 single family lots and one approximately 10.5 commercial site, and design review approval of the homes and commercial development plan; and

WHEREAS, on or about April of 2008, the applicant filed a revised vesting tentative map and made an additional request for a General Plan Amendment. The revised map included 578 single family lots and an approximately 23.74 acre commercial site; and

WHEREAS, the revised Project included applications for the following:

- A General Plan Amendment to designate approximately 24 acres of the site to the "Commercial" land use designation;
- A rezone to P-1 (Planned Development) District and approval of the Planned Development Plan;
- A Vesting Tentative Map ("VTM") 9032 to subdivide approximately 140 acres into a 24 acre commercial parcel, 578 single family residential parcels, and other parcels containing parks, trails, open space and a stormwater treatment facility; and
- Design review for the conceptual design and signage for the commercial site, housing plans and elevations, and conceptual landscaping throughout the development and in the adjacent right-of-way.

WHEREAS, on September 3, 2010, the Notice of Public Hearing for the Project was duly noticed in the Contra Costa Times, a newspaper of general distribution. The Notice of Public Hearing was also posted at Oakley City Hall, Freedom High School, and at 204 2nd Street (City Annex); and

WHEREAS, on September 14, 2010, the City Council opened the public hearing at which it received a report from City Staff, oral and written testimony from the public, and deliberated on the project. At the conclusion of its deliberations, the City Council took a vote and adopted this resolution to approve the project, as revised by the City Council during its deliberations; and

WHEREAS, at the September 14, 2010 public hearing, the City Council introduced the project's rezone ordinance (P-1 District), which included modifications that affected the proposed vesting tentative map and design review packets, as follows:

- Deletion of 11 lots, lot numbers 530 – 540, located adjacent to the proposed park along "X" Street and "Y" Court. As a result, the project has a total of 567 residential lots; and
- Deletion of the apartment alternative as a permitted use and deletion of the apartment site plan and references in the PD Plan and Design Review packet, with allowance for the developer to bring the apartment alternative back to the City Council no sooner than March of 2013 for reconsideration.

WHEREAS, if any term, provision, or portion of these Findings or the application of these Findings to a particular situation is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of these Findings, or their application to other actions related to the Project, shall continue in full force and effect unless amended or modified by the City.

WHEREAS, these Findings are based on the City's General Plan, the City's Zoning and Subdivision Ordinances, and the information submitted to the City Council at its September 14, 2010 meeting, both written and oral, including oral information provided by the applicant, as reflected in the minutes of such meetings, together with the documents contained in the file for the Subdivision (hereafter the "Record").

WHEREAS, the City Council hereby makes the following factual findings regarding this application:

- A. The Environmental Impact Report (EIR) for the Emerson Property Project Subdivision 9032 was certified by the City Council on September 14, 2010. The vesting tentative map and design review applications were analyzed under the Project EIR;
- B. At its September 14, 2010 public hearing, the City Council approved a General Plan Amendment for the Project that increased the Commercial designation in the Dutch Slough area, and project site, from 12 acres to 24 acres;
- C. Also at its September 14, 2010 public hearing, the City Council introduced an ordinance to rezone the Project site from A-3 (Heavy Agriculture) District to P-1 (Planned Development) District; and

- D. The real property affected by this vesting tentative map is designated Single-Family Medium (SM), Single Family High (SH), Multi Family High (MH), and Commercial in the Oakley 2020 General Plan and zoned P-1 (Planned Development) District.

NOW, THEREFORE, BE IT RESOLVED THAT, on the basis of the above Findings and the entire Record, the City Council makes the following additional findings in support of the recommended approvals:

- A. Regarding the application requesting approval of a Vesting Tentative Map (Subd. 9032) to subdivide 140 acres into 567 lots, a 24 acre commercial parcel, and other park, trail, open space and stormwater detention pond parcels, the City Council finds that:

The proposed Vesting Tentative Map, together with the provisions of its design and improvements, is consistent with the Zoning Code, adopted P-1 District, as modified to be consistent with the applicable P-1 District PD Plan, and applicable General Plan land use designations, as approved by City Council for the Project, in that it allows for orderly residential development in a residential area, and commercial development in an adequately sized and dedicated commercial area that meets the General Plan density allowance and complies with all of the applicable regulations set forth in the project's P-1 District;

1. The site is physically suitable for the type of development in that the proposed Vesting Tentative Map meets all of the applicable development standards in the project's P-1 District, which contains development standards for residential and commercial development on the subject site. It is served by public streets, and it can be served by utilities;
2. The site is physically suitable for the proposed gross density of development at 4.1 dwelling units per gross acre, which, when combined with Gilbert Subdivision 9033's gross density, complies with the overall Dutch Slough maximum gross density of 4.4 dwelling units per acre. The increase in the commercial site's acreage and swap of approximately six acres from Gilbert to Emerson, per a memorandum of understanding, results in the Emerson gross density being slightly lower than the overall Dutch Slough range;
3. The proposed Vesting Tentative Map and all identified mitigation measures have been incorporated into Project EIR and Mitigation and Monitoring Plan, prepared in accordance with the CEQA Guidelines, which was certified by the City Council on September 14, 2010;
4. The design of the subdivision and type of improvements are not likely to cause serious public health problems in that the proposed subdivision consists of 567 single-family residential lots, 24 acre commercial site and associated improvements, configured in a rectangular manner.

Construction and grading are subject to building or grading permits, and violations of any such permits are subject to appropriate enforcement;

5. The design of the subdivision includes the construction of improvements within the right-of-way that are consistent with major subdivisions and the City's design standards. The improvements consist of roads, sidewalks, curbs and gutters; and
6. The design of the subdivision and the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision. In this connection, the governing body may approve a map if it finds that alternate easements, for access or for use, will be provided, and that these will be substantially equivalent to ones previously acquired by the public. This subsection shall apply only to easements of record or to easements established by judgment of a court of competent jurisdiction and no authority is hereby granted to a legislative body to determine that the public at large has acquired easements for access through or use of property within the proposed subdivision. The Vesting Tentative Map does not conflict with easements acquired by the public for access and utilities.

B. Regarding the application for Design Review approval of the proposed house floor plans and architectural designs, and conceptual commercial development plan and architectural design, the City Council finds as follows:

1. The proposed house floor plans and architectural designs comply with the Oakley Residential Design Guidelines and provide for a quality project in that:
 - a. The proposed house floor plans offer recessed or side loaded garages, thereby de-emphasizing the garage door presence on the street;
 - b. Front facade materials, such as wood siding and window trim are used on all four elevations;
 - c. Roof forms and materials are relevant to the architectural style on which they sit. Roof styles include flat and shape concrete tile, wood shingle concrete tile, and architectural grade composition shingle; The architecture incorporates a variety of floor plans, building mass sizes and heights, and color schemes; and
 - d. Architectural elements such as wainscot and brick façade are used on appropriate elevation styles.

2. The proposed conceptual commercial development plan and architectural design complies with the Oakley Commercial and Industrial Design Guidelines and provides for a quality project in that:
 - a. The corner of East Cypress Road and Sellers Avenue is lined with two building pads and an outdoor plaza area, creating a focal point for the development;
 - b. Larger buildings are shown further back from the main streets, with ample setbacks to the adjacent property lines;
 - c. Pedestrian connections to the commercial area from the adjacent residential area are planned at the northwest corner, near the park and stormwater pond;
 - d. Architecturally the buildings provide a rustic, rural feel, similar to old farm or dairy buildings. Some corner elements of medium and small retail buildings simulate a metal silo;
 - e. A mix of stucco and wood siding compliments the residential architectural styles, but does not mimic them; and
 - f. Various wall elements, such as awnings, lattice and faux barn doors help to break up otherwise large, blank "canvases" of some buildings.

C. The Project complies with Measure J Growth Management requirements.

BE IT FURTHER RESOLVED THAT, on the basis of the foregoing Findings and the entire Record, the City Council take the following actions:

- A. A Vesting Tentative Map ("VTM") 9032 to subdivide approximately 140 acres into a 24 acre commercial parcel, 567 single family residential parcels, and other parcels containing parks, trails, open space and a stormwater treatment facility; and
- B. Design review for the residential architecture and conceptual design review for the commercial center.

BE IT FURTHER RESOLVED THAT, on the basis of the above Findings and the Record, the City Council approves the applicant's request for approval of Vesting Tentative Map 9032 design review approval, subject to the following conditions:

Conditions of Approval

- A. Applicant shall comply with the requirements of the Oakley Municipal Code. Any exceptions must be stipulated in these Conditions of Approval. Conditions of Approval are based on the plans received by the Community Development

Department and made a part of the City Council's meeting packet for September 14, 2010.

THE FOLLOWING CONDITIONS OF APPROVAL SHALL BE SATISFIED PRIOR TO THE ISSUANCE OF A BUILDING PERMIT UNLESS OTHERWISE NOTED:

Planning Division Conditions

General:

1. The applicant shall modify the Vesting Tentative Map, other related maps, and the Design Review packets to be consistent with the modification adopted as part of the Project's P-1 District PD Plan approval, including removal of 11 lots adjacent to the proposed park. The applicant shall submit a modified map and design review packets to the Community Development Department for the project file.
2. The Vesting Tentative Map and Design Review, stamped approved September 14, 2010 shall be implemented, as modified by the following conditions of approval, subject to final review and approval by the Community Development Director.
3. The Vesting Tentative Map approval shall be valid for a period of three (3) years from the effective date of this resolution by recording a final map. Prior to said expiration date, the applicant may apply for an extension of time pursuant to the provisions of the Municipal Code. The Design Review approval shall run concurrently with the tentative map approval.
4. All construction drawings submitted for plan check shall be in substantial compliance with the plans presented to and approved by the City Council in conjunction with this resolution and as a part of the Project's adopted PD Plan.
5. All conditions of approval shall be satisfied by the owner/developer. All costs associated with compliance with the conditions shall be at the owner/developer's expense.
6. The applicant shall implement all applicable mitigation measures as adopted in the certified Emerson Property Environmental Impact Report/Mitigation and Monitoring Program.
7. The applicant shall participate in the East Contra Costa County Habitat Conservation Plan and pay any applicable fee as required per the MOA between the developers and the Habitat Conservation Plan Association.
8. The applicant shall indemnify, defend, and hold harmless the City of Oakley, the City Approving Authorities, and the officers, agents, and employees of the City

from any and all claims, damages and liability (including, but not limited to, damages, attorney fees, expenses of litigation, costs of court.

Development Standards:

9. The Planned Development (P-1) zone district shall have the following standards:

Neighborhood 1 (60' x 100' Typical)

- Minimum lot area: 6,000 square feet;
- Minimum lot frontage: 60' at the front property line;
- Minimum front yard setback: 20' to garage, 20' to any living space, 15' to any porches, and 15' to side loaded garages, all measured perpendicular to the structure;
- Minimum side yard setback: 5' minimum, sum of both sides 10', corner lots shall maintain a street side yard setback of 10';
- Projections subject to OMC 9.1.1122(g);
- Minimum rear yard: 15'.

Neighborhood 2 (48' & 52' & 57' x 100' Typical)

- Minimum lot area: 4,800 square feet;
- Minimum lot frontage: 48' at the front property line;
- Minimum front yard setback: 20' to garage, 15' to any living space, 10' to any porches, and 15' to side loaded garages, all measured perpendicular to the structure;
- Minimum side yard setback: 5' minimum, sum of both sides 10', corner lots shall maintain a street side yard setback of 10';
- Projections subject to OMC 9.1.1122(g);
- Minimum rear yard: 15'.

Neighborhood 3 (43' & 45' & 47' & 52' x 85' Typical)

- Minimum lot area: 3,655 square feet;
- Minimum lot frontage: 43' at the front property line;
- Minimum front yard setback: 20' to garage, 15' to any living space or side loaded garage, and 10' to any porches, all measured perpendicular to the structure;
- Minimum side yard setback: 5' minimum, sum of both sides 10', corner lots shall maintain a street side yard setback of 10';
- Projections subject to OMC 9.1.1122(g);
- Minimum rear yard: 15'.

Neighborhood 4 (40' & 45' & 50' & 55' x 90' Typical)

- Minimum lot area: 3,600 square feet;
- Minimum lot frontage: 40' at the front property line;
- Minimum front yard setback: 20' to garage, 15' to any living space, side loaded garage, and 10' to any porches, all measured perpendicular to the structure;
- Minimum side yard setback: 5' minimum, sum of both sides 10', corner lots shall maintain a street side yard setback of 10';

- Projections subject to OMC 9.1.1122(g);
- Minimum rear yard: 15'.

Neighborhood 5 (Z-Lots Typical)

- Minimum lot area: 3,350 square feet;
- Minimum lot frontage: 34' at the front property line;
- Minimum front yard setback: 20' to garage, 15' to side loaded garage, 15' to any living space, and 5' to any porches, all measured perpendicular to the structure;
- Minimum side yard setback: 3' minimum for interior zippers, 5' minimum for interior typical side, sum of both sides 8', corner lots shall maintain a street side yard setback of 10';
- Projections subject to OMC 9.1.1122(g);
- Minimum rear yard: 5' to Garage & 15' to Living Only.

All Neighborhoods

- Any lot with a front lot line where at least 50% of its length is concave, shall have a minimum lot frontage equal to half of the applicable neighborhood's minimum lot frontage (i.e. A lot in Neighborhood 1 is in the back of a cul-de-sac and its entire front lot line is concave. The minimum length of that lot frontage would be 30', rather than 60')
- The lot frontage for any corner lot, where the front and/or side yard lot lines are angled before intersecting, will be measured from the interior side and front lot line intersection to a point where the front and corner side lot lines would intersect if one or both were not angled.

Parks and Landscaping:

10. This project is subject to the Quimby Act and has a parkland requirement of five acres per 1,000 residents. The City General Plan establishes an average person per household of 3.21. The total amount of parkland, parkland in-lieu fees, or a combination of parkland and in-lieu fees will be established depending on the total number of approved housing units. As shown on the proposed vesting tentative map, the applicant has proposed a neighborhood park, located generally in the middle of the development, and a trail, located along the northern levee of the project. For park credits, the applicant will receive full credit for all final acreage located within the neighborhood park, and one-half credit for all acreage located within the trail ("Parcel A" on the VTM). The applicant shall pay in-lieu fees, subject to the City's parkland dedication and improvement impact fee, for any remainder parkland not constructed as part of the project.

11. The applicant shall work with the Community Development Department on the design, construction and completion of the park concurrent with the development of the subdivision. As part of the plan check process for the project, the applicant shall develop a park construction schedule approved by the Community Development Director to provide for the timely completion of the park concurrent with development.

12. A mix of evergreen and deciduous trees as well as shrubs and ground cover shall be planted along the street frontage as specified in the Residential Design Guidelines per the review and approval of the Community Development Director.
13. A landscaping and irrigation plan for all areas shown on the landscape plan shall be submitted, in phases as applicable, for review and approval of the Community Development Director prior to the issuance of building permits. Landscaping shall conform to the Oakley Landscape Guidelines and the City's Water Conservation Landscape Ordinance 82-26 and shall be installed prior to final occupancy. The plan shall be prepared by a licensed landscape architect and shall be certified to be in compliance with the City's Water Conservation Ordinance.
14. All landscaping shall comply with the City of Oakley water Efficient Landscape Ordinance.
15. All landscaped areas not covered by shrubs or groundcover shall be covered with bark or acceptable alternative as reviewed and approved by the Community Development Director. On slopes greater than 3 to 1, the applicant shall use an alternative to bark per the review and approval of the Community Development Director.
16. Each residential lot shall have a minimum number of trees along the street frontage, as indicated below:
 - Neighborhood 1 - Minimum of two trees, except corner lots shall have a minimum of four trees.
 - Neighborhoods 2, 3, and 4 – Minimum of two trees, except corner lots shall have a minimum of three trees.
 - Neighborhood 5 – Minimum of one tree, except corner lots shall have a minimum of three trees.

The installed location of the trees shall be in substantial compliance with the Front Yard Preliminary Landscape Plans as shown in the approved "Residential Architecture – Neighborhoods 1-5" approved by City Council and in conjunction with this Design Review approval.

17. The applicant shall install front yard landscaping on all residential lots per the Residential Design Guidelines and City of Oakley Water Efficient Landscape Ordinance, unless otherwise modified herein. The applicant shall maintain all private landscaping until occupancy.
18. A street tree plan shall be submitted for review prior to issuance of residential Building Permits (by phase as applicable). The street trees shall be inter-mixed throughout the subdivision, so there are a variety of trees on every street, per review of the Community Development Department.

19. The landscape plan along the levees shall be revised to ensure no trees or incompatible plant materials are planted within the levee prism per the approval of the Community Development Director and City Engineer.
20. Parcels C, D, E, F, G, I, J, and K, as shown on the Vesting Tentative Map stamped approved September 14, 2010, shall be fully landscaped with trees, shrubs and ground cover per the review and approval of the Community Development Director.
21. The commercial parcel shall be fully landscaped with trees, shrubs and ground cover per a landscape plan, subject to the review and approval of the Community Development Director prior to issuance of building permits for that parcel.

Fences and Walls:

22. Within the subdivision good neighbor fences shall be constructed of six-foot high wood fences with metal posts or acceptable alternative as reviewed and approved by the Community Development Director. Corner lots facing a street shall provide an enhanced wood fence with one foot of lattice along the top.
23. Fences that adjoin the trail system adjacent to the CCWD canal shall be constructed to provide for greater durability and enhanced appearance and consistent with the fencing extending from the Cypress Grove subdivision, per the review and approval of the Contra Costa Water District, as applicable.
24. A masonry wall, as shown in the Residential Architecture plans approved by City Council and in conjunction with this Design Review, shall be located along the Cypress Road residential area frontage and residential areas immediately adjacent to the commercial uses, per the acoustical analysis. A wall/berm combination may be provided to achieve the height requirement. The wall shall be of pre-cast concrete construction per the review and approval of the Community Development Director. In the locations where cul de sacs or front loaded streets are adjacent to Cypress Road, wrought iron or 42" picket fences shall be constructed to provide open views per the review and approval of the Community Development Director.
25. Anti-graffiti techniques and/or materials shall be used on sound walls (e.g., split-face CMU, and/or wall planting & other landscaping).

Subdivision Design:

26. Driveway openings shall be a maximum 18' in width or up to 25% of a lot's frontage (except on cul de sacs), whichever is more.
27. The street names shall be approved by the Community Development Department and the Fire District.

28. A life saving device shall be provided along the trail adjacent to the storm water pond to provide assistance for a drowning victim.

Subdivision Disclosures:

29. Where a lot/parcel is located within 300' of a high voltage electric transmission line, the applicant shall record the following notice:

"The subject property is located near a high voltage electric transmission line. Purchasers should be aware that there is ongoing research on possible potential adverse health effects caused by the exposure to a magnetic field generated by high voltage lines. Although much more research is needed before the question of whether magnetic fields actually cause adverse health effects can be resolved, the basis for such a hypothesis is established. At this time no risk assessment has been made."

When a Final Subdivision Public Report issued by the California Department of Real Estate is required, the applicant shall also request that the Department of Real Estate insert the above note in the report, as may be applicable to any HOA formation.

30. The following statements shall be recorded at the County Recorder's Office for each parcel to notify future owners of the parcels that they own property in an agricultural area:

"This document shall serve as notification that you have purchased land in an agricultural area where you may regularly find farm equipment using local roads; farm equipment causing dust or blowing sand; crop dusting and spraying occurring regularly; burning associated with agricultural activities; noise associated with farm equipment such as zone guns and aerial crop dusting and certain animals, including equestrian trails as well as flies may exist on surrounding properties. This statement is again, notification that this is part of the agricultural way of life in the open space areas of the City of Oakley and you should be fully aware of this at the time of purchase."

Design Review:

31. The homes and floor plans shall be consistent with those approved in the design review packet and PD Plan approved by City Council and stamped approved September 14, 2010. Any subsequent change to the floor plans or architecture of the homes shall be subject to City Council review and approval.

32. All windows shall be trimmed on all four sides.

33. Garage doors that face the street shall include windows as an option to future buyers.

Energy Efficiency:

34. Water heaters shall provide an energy efficiency factor of 0.84 or better.

35. Air conditioning condenser units shall be located to take advantage of natural shade, where feasible without interfering with practical use of yard space. Condensers should not be placed on the west or south elevation of a home, unless shade is provided. The location of the condenser shall be added to all plot plans for review and approval of the Community Development Director. Condensers located in side yards shall allow for a minimum of three feet (3') of clearance between condenser and either the house or fence.

36. Subdivisions design should take into consideration passive solar energy and house orientation should take advantage of this.

37. High efficiency furnaces in compliance with UBC Title 24 Codes.

Tree Permit

38. The applicant is approved to remove 69 onsite and 15 offsite trees as shown on the tree removal plan, and shall replace them with street trees and ornamental landscape trees, in substantial compliance with the Preliminary Landscape Plans approved as part of the PD Plan, per review by the Community Development Director.

Building Division Conditions

39. Plans shall meet the currently adopted Uniform Codes as well as the newest T-24 Energy Requirements per the State of California Energy Commission. To confirm the most recent adopted codes please contact the Building Division at (925) 625 – 7005.

40. An Automatic Life Safety Sprinkler System shall be required in all new residential occupancies pursuant to Ordinance 22-06.

41. Prior to requesting a Final Inspection from the Building Division all Conditions of Approval required for occupancy must be completed.

Public Works and Engineering Conditions

General:

42. Submit improvement plans prepared by a registered civil engineer to the City Engineer for review and approval and pay the appropriate processing costs in accordance with the Municipal Code and these conditions of approval. The plans shall be consistent with the Stormwater Control Plan for the project, include the drawings and specifications necessary to implement the required stormwater control measures, and be accompanied by a Construction Plan C.3 Checklist as described in the Stormwater C.3 Guidebook.
43. Submit a final map prepared by a licensed land surveyor or qualified registered civil engineer to the City Engineer and pay appropriate fees in accordance with the Code and these conditions of approval. Final Maps may be phased for separate neighborhoods, commercial parcel(s), and apartment parcel(s), and on or off-site improvements may be phased as applicable to match the development allowed by each Final Map at the discretion of the City Engineer. Up to ten phased Final Maps may be filed.
44. Submit grading plans including erosion control measures and revegetation plans prepared by a registered civil engineer to the City Engineer for review and pay appropriate processing costs in accordance with the Code and these conditions of approval. The Grading Plan may be phased to coincide with on or off-site improvements as applicable, at the discretion of the City Engineer. Grading plans may be issued prior approval of improvement plans, at the discretion of the City Engineer.
45. Submit landscaping plans for publicly maintained landscaping by phased neighborhood, commercial parcel(s), and apartment parcel(s), including planting and irrigation details, as prepared by a licensed landscape architect to the City Engineer for review and pay appropriate processing costs in accordance with the Code and these conditions of approval.
46. Execute any agreements required by the Stormwater Control Plan which pertain to any temporary easements, transfer of ownership and/or long term maintenance of stormwater treatment mechanisms required by the plan prior to the final inspection of the first house, apartment, or commercial building within the subdivision, or within each phase as applicable. Any temporary storm drainage ponds shall comply with the safety margins noted in EIR technical analyses, at the discretion of the City Engineer.
47. Building permits for house construction shall not be issued until the subdivision streets serving the lots have been paved.

Roadway Improvements:

48. Submit a phasing plan for roadway and infrastructure improvements to the City Engineer for approval if the project is being phased. It is anticipated that the Cypress Road and Seller Avenue improvements described in the following conditions will be phased to coincide with the phasing of the commercial and residential components of the project.

49. Construct the frontage of Cypress Road to City public road standards for a 40-foot half width roadway within a 65-foot half width right of way, including curb, eight-foot detached sidewalk (meandering within the landscape area so that the minimum landscape width is no less than six feet), right of way landscaping, necessary longitudinal and transverse drainage, pavement widening, and conforms to existing improvements. The face of curb shall be located 40 feet from the centerline and any conforms to existing improvements must take place outside of the limits of the project. The resulting cross section, including new and existing pavement, shall provide a minimum of two west bound 12 foot travel lanes, one east bound 12 foot travel lane, and associated turn lanes in accordance with the traffic analysis and City Engineer. The improvements are intended to be generally consistent with the "Emerson Ranch Project Frontage Improvements" exhibit prepared by Carlson, Barbee and Gibson, Inc. and dated April 28, 2010. The improvements may require slurry sealing and/or striping modifications as determined by the City Engineer to result in a safe and logical road segment. Ten feet of the west bound travel lanes (adjacent to the striped median) is eligible for reimbursement from the City's Traffic Impact Fee Program subject to a future reimbursement agreement. The agreement must be approved by the City Council prior to approving the final map for the costs to be reimbursable.

50. Construct the frontage of Sellers Avenue to City public road standards for a 40-foot half width roadway within a 70-foot half width right of way, including curb, eight-foot detached sidewalk (meandering within the landscape area so that the minimum landscape width is no less than six feet), right of way landscaping, necessary longitudinal and transverse drainage, pavement widening, and conforms to existing improvements. The face of curb shall be located 40 feet from the centerline and any conforms to existing improvements must take place outside of the limits of the project. The resulting cross section, including new and existing pavement, shall provide a minimum of one north bound 12 foot travel lane, one south bound 12 foot travel lane, and associated turn lanes in accordance with the traffic analysis and City Engineer. The improvements are intended to be generally consistent with the "Emerson Ranch Project Frontage Improvements" exhibit prepared by Carlson, Barbee and Gibson, Inc. and dated April 28, 2010. The improvements may require slurry sealing and/or striping modifications as determined by the City Engineer to result in a safe and logical road segment. New pavement in excess of twenty feet as measured from the face of curb to the east that will be used as part of the ultimate roadway may be eligible for reimbursement from the City's Traffic Impact Fee Program subject to

a future reimbursement agreement. The agreement must be approved by the City Council prior to approving the final map for the costs to be reimbursable.

51. Construct the bus stop along the north side of Cypress Road consistent with EIR Mitigation Measure 4.3-6. The bus stop shall be consistent with Tri Delta Transit and City standards and shall include any necessary shelters and appurtenances. The right of way adjacent to the bus stop shall be widened so that the landscaping widths are consistent with the remainder of the frontage. The bus stop structure shall be built prior to issuance of the certificate of occupancy for the first commercial (retail or office) or multi-family apartment building.
52. Construct the project streets to City public road standards and as shown on the approved Tentative Map with the following exceptions:
 - A. The minimum street grade may be lowered from the standard 1% to 0.75% provided that the project proponent demonstrates that the City's drainage standards can be achieved.
 - B. Submit a turning radius exhibit to the City Engineer for review and approval to illustrate that the ninety-degree turns of project streets can accommodate the largest expected vehicle to use the streets without the inclusion of City standard elbows. If the exhibit illustrates that elbows are necessary to accommodate the expected traffic then they shall be included in the improvement plans.
53. Install traffic signals at the following locations. The phasing, design and construction of the signals is subject to the review and approval of the City Engineer and may be based on additional traffic analysis to verify that traffic signal warrants have been met. The traffic signals shall be interconnected where appropriate. When placement of curb returns, poles and equipment is not feasible at the ultimate location the improvements will not be eligible for Traffic Impact Fee (TIF) credits (however portions of signals that are consistent with the ultimate design and locations may be eligible for fee credits).
 - A. Cypress Road at Sellers Avenue (this project is on the TIF project list and is eligible for reimbursement based on the policies and procedures of that program);
 - B. Cypress Road at A Street/Machado Lane (this project is not on the TIF project list and is not eligible for reimbursement); and
 - C. Cypress Road at Shopping Center Main Driveway (this project is not on the TIF project list and is not eligible for reimbursement).
54. Install traffic calming measures consistent with the City's Neighborhood Traffic Management Program including raised intersections or crosswalks on L Street at N Street and P Street, raised intersections or crosswalks, bulb outs, or traffic circles on Shearwater Way and Ibis Drive, and a raised crosswalk or other pedestrian safety feature from the park/stormwater pond area to the commercial

site. The traffic calming measures shall be included on the improvement plans and are subject to the review and approval of the City Engineer.

55. Install traffic control devices such as stop signs and other signing and striping on the project streets to the satisfaction of the City Engineer.
56. Design all public and private pedestrian facilities in accordance with Title 24 (Handicap Access) and the Americans with Disabilities Act.
57. Submit a phasing plan for the project streets to the City Engineer for review if the street improvements will be phased. The plan shall include provisions for emergency vehicle access, temporary turn-around facilities, and access to the occupied lots.

Road Alignment/Sight Distance:

58. Submit a preliminary plan and profile to the City Engineer for review showing all required improvements to Cypress Road and Sellers Avenue. The sketch plan shall be to scale, show horizontal and vertical alignments, transitions, curb lines, lane striping and cross sections and shall provide sight distance for a design speed of 45 miles per hour. The plan shall extend a minimum of 150 feet ± beyond the limits of the proposed work.

Road Dedications:

59. Convey to the City, by Offer of Dedication, the right of way for the project streets.
60. Convey to the City, by offer of dedication, the right of way for Cypress Road for the planned ultimate half width of 65-feet along the project frontage.
61. Convey to the City, by offer of dedication, the right of way for Sellers Avenue for the planned ultimate half width of 70-feet along the project frontage.
62. Relinquish abutter's rights of access along all non-primary frontages to the satisfaction of the City Engineer.
63. Furnish necessary rights of way, rights of entry, permits and/or easements for the construction of off-site, temporary or permanent, public and private road, utility and drainage improvements.

Street Lights:

64. Install streetlights along all project streets and the project Cypress Road and Sellers Avenue frontage. The City Engineer shall determine the final number and location of the lights, and the lights shall be on an LS2-A rate service. The lights on the project streets shall be decorative per City standards, and the lights along

Cypress Road and Sellers Avenue shall be General Electric spun aluminum "cobra head" style

Grading:

65. Submit a geotechnical report to the City Engineer for review that substantiates the design features incorporated into the subdivision including, but not limited to grading activities, compaction requirements, utility construction, slopes, retaining walls, levees, and roadway sections.
66. At least one week prior to commencement of grading, the applicant shall post the site and mail to the owners of property within 300 feet of the exterior boundary of the project site notice that construction work will commence. The notice shall include a list of contact persons with name, title, phone number and area of responsibility. The person responsible for maintaining the list shall be included. The list shall be kept current at all times and shall consist of persons with authority to indicate and implement corrective action in their area of responsibility. The names of the individual responsible for noise and litter control shall be expressly identified in the notice. The notice shall be reissued with each phase of major grading activity. A copy of the notice shall be concurrently transmitted to the City Engineer. The notice shall be accompanied by a list of the names and addresses of the property owners noticed, and a map identifying the area noticed.
67. Dust control measures shall be provided for all stockpiling per the review and approval of the City Engineer.
68. Grade all pads so that they drain directly to the public street at a minimum of one percent without the use of private drainage systems through rear and side yards.
69. Grade slopes with a vertical height of four feet or more at a slope of 3 to 1. Retaining walls that may be installed to reduce the slope must be masonry and comply with the City's building code.
70. Submit a dust and litter control plan to the City Engineer prior to beginning any construction activities. The dust and litter control plan shall address all items identified and shall be consistent with EIR Mitigation Measure 4.4-1.
71. Submit a haul route plan to the City Engineer for review and approval prior to importing or exporting any material from the site, if applicable. The plan shall include the location of the borrow or fill area, the proposed haul routes, the estimated number and frequency of trips, and the proposed schedule of hauling. Based on this plan the City Engineer shall determine whether pavement condition surveys must be conducted along the proposed haul routes to determine what impacts the trucking activities may have. The project proponents shall be responsible to repair to their pre-construction condition any roads along the utilized routes.

72. Prior to commencement of any site work that will result in a land disturbance of one acre or more, the applicant shall provide evidence to the City Engineer that the requirements for obtaining a State General Construction Permit have been met. Such evidence may be a copy of the Notice of Intent letter sent by the State Water Resources Control Board. The WDID Number shall be shown on the grading plan prior to approval by the City Engineer.
73. Submit an updated erosion control plan reflecting current site conditions to the City Engineer for review and approval no later than September 1st of every year while the Notice of Intent is active.
74. Submit the necessary documents, applications, or studies, if any, to show that the project meets National Flood Insurance Program and City Floodplain Management Ordinance requirements as they pertain to construction of any structures within the project boundary. FEMA's National Flood Insurance Rate Map currently shows the subject site is within Zone X (Panel 360 of 602, FIRM Map No. 06013C0360F, Effective Date June 16, 2009). This area is shown as being protected from the 1-percent-annual-chance or greater flood hazard by a levee system. If the FEMA map in effect at the time of grading permit approval includes the project levee and does not show any proposed building pads within a special flood hazard area then this condition shall be deemed satisfied.
75. Grade all pad elevations or install levees to satisfy Chapter 914-10 of the City's Municipal Code, including the degree of protection provisions.
76. The burying of any construction debris is prohibited on construction sites.

Utilities/Undergrounding:

77. Underground all new and existing utility distribution facilities, including those along the project frontage of Cypress Road and Sellers Avenue. The developer shall provide joint trench composite plans for the underground electrical, gas, telephone, cable television and communication conduits and cables including the size, location and details of all trenches, locations of building utility service stubs and meters and placements or arrangements of junction structures as a part of the Improvement Plan submittals for the project. The composite drawings and/or utility improvement plans shall be signed by a licensed civil engineer.
78. All utility boxes shall be installed underground and all wires and cables must be installed in conduits. Compliance with this condition shall be at the discretion of the City Engineer.
79. Above ground utility boxes shall be camouflaged per the review and approval of the City Engineer.

Drainage Improvements:

80. Collect and convey all stormwater entering and/or originating on these properties, without diversion and within an adequate storm drainage facility, to an adequate natural watercourse having definable bed and banks, or to an existing adequate public storm drainage facility that conveys the storm waters to an adequate natural watercourse, in accordance with Division 914 of the Ordinance Code. The project may be eligible for reimbursement from future development for upsizing the pond and/or storm drain main lines based on the final master plan.
81. Submit a final hydrology and hydraulic report including 10-year and 100-year frequency event calculations for the proposed drainage system and stormwater pond to the City Engineer for review and approval.
82. Design and construct all storm drainage facilities in compliance with the Municipal Code and City design standards.
83. Prevent storm drainage from draining across the sidewalk(s) and driveway(s) in a concentrated manner.
84. Dedicate a public drainage easement over the drainage system that conveys storm water run-off from public streets.
85. Submit a long-term operational and maintenance plan for the publicly maintained stormwater pond, and/or any private or public interim ponds, and pump stations, to the City Engineer for review. The plan must include a level of effort estimate for staffing and maintenance requirements as well as an operational and life cycle budget analysis.
86. Convey to the City, by offer of dedication, Parcel B for open space and flood control purposes.

Landscaping in the Public Right of Way:

87. Install public right of way landscaping along Cypress Road and Sellers Avenue and trail corridors. The applicant shall work with the Community Development Department and City Engineer for the design, construction and completion of the public landscaping concurrent with the phased development of the subdivision. As part of the plan check process for the landscaping, the applicant shall develop a construction schedule approved by the Community Development Director to provide for the timely completion of the landscaping concurrent with development. Public landscape phasing shall be generally performed in tandem with adjacent subdivision improvements.
88. Maintain all landscaping within the public right of way until such time that the adjacent roadway improvements have been accepted for maintenance. Acceptance of landscaping may coincide with phased landscape improvements,

at the discretion of the City Engineer and dependent on the availability of maintenance funds.

National Pollutant Discharge Elimination System (NPDES):

89. Comply with all rules, regulations and procedures of the National Pollutant Discharge Elimination System (NPDES) for municipal, construction and industrial activities as promulgated by the California State Water Resources Control Board, the Regional Water Quality Control Board (Central Valley - Region IV), including the Stormwater C.3 requirements as detailed in the Guidebook available at www.cccleanwater.org.

Compliance shall include developing long-term best management practices (BMP's) for the reduction or elimination of storm water pollutants. The project design shall incorporate wherever feasible, the following long-term BMP's in accordance with the Contra Costa Clean Water Program for the site's storm water drainage:

- Offer pavers for household driveways and/or walkways as an option to buyers.
- Minimize the amount of directly connected impervious surface area.
- Delineate all storm drains with "No Dumping, Drains to the Delta" permanent metal markers per City standards.
- Construct concrete driveway weakened plane joints at angles to assist in directing run-off to landscaped/pervious areas prior to entering the street curb and gutter.
- Distribute public information items regarding the Clean Water Program to buyers.
- Other alternatives as approved by the City Engineer.

Fees/Assessments:

90. Comply with the requirements of the development impact fees listed below, in addition to those noticed by the City Council in Resolution 00-85 and 08-03. The applicant shall pay the fees in the amounts in effect at the time each building permit is issued.

- A. Traffic Impact Fee (authorized by Ordinance No. 14-00, adopted by Resolution 49-03);
- B. Regional Transportation Development Impact Mitigation Fee (authorized by Ordinance No. 14-00, adopted by Resolution No. 73-05);
- C. Park Land Dedication In-Lieu Fee (adopted by Ordinance No. 03-03);
- D. Park Impact Fee (authorized by Ordinance No. 05-00, adopted by Resolution No. 19-03);

- E. Public Facilities Fee (authorized by Ordinance No. 05-00, adopted by Resolution No. 18-03);
- F. Fire Facilities Impact Fee, collected by the City on behalf of the Oakley Fire Protection District;
- G. East Contra Costa County Habitat Conservation Plan Fee per the East Cypress HCP MOA.

The applicant should contact the City Engineer prior to constructing any public improvements to determine if any of the required improvements are eligible for credits or reimbursements against the applicable traffic benefit fees or from future developments.

- 91. The applicant shall be responsible for paying the County Recorder's fee for the Notice of Determination as well as the State Department of Fish and Game's filing fee.
- 92. Annex the property to the City of Oakley Landscape and Lighting District No. 1 for citywide landscaping and park maintenance, subject to an assessment for maintenance based on the assessment methodology described in the Engineer's Report. The assessment shall be the per parcel annual amount (with appropriate future cost of living adjustment) as established at the time of voting by the City Council. Any required election and/or ballot protest proceedings shall be completed prior to approval of the final map. The Applicant shall apply for annexation and provide all information and documents required by the City to process the annexation. All costs of annexation shall be paid by Applicant.
- 93. Annex the property to the City of Oakley Landscape and Lighting District No. 1 for citywide street lighting costs and maintenance, subject to an assessment for street light maintenance based on the assessment methodology described in the Engineer's Report. The assessment shall be the per parcel annual amount (with appropriate future cost of living adjustment) as established at the time of voting by the City Council. Any required election and/or ballot protest proceedings shall be completed prior to filing of the final map. The applicant shall apply for annexation and provide all information and documents required by the City to process the annexation. All costs of annexation shall be paid by Applicant.
- 94. Annex the property to the City of Oakley Landscape and Lighting District No. 1 for project specific landscaping maintenance, subject to an assessment for landscape operation and maintenance based on the assessment methodology described in the Engineer's Report. The assessment shall be the per parcel annual amount (with appropriate future cost of living adjustment) as established at the time of voting by the City Council. Any required election and/or ballot protest proceedings shall be completed prior to filing of the final map. The applicant shall apply for annexation and provide all information and documents

required by the City to process the annexation. All costs of annexation shall be paid by Applicant.

95. Participate in the formation of a mechanism to fund the additional police protection and park maintenance that will be required in the Cypress Corridor area. This annual assessment is pursuant to Section 4 of the Memorandum of Understanding between the City of Oakley and the Emerson, Gilbert and Burroughs Families dated September 23, 2002. The assessment shall initially be \$120 per parcel annually and shall include appropriate future cost of living adjustments for police services and park maintenance as established at the time of voting by the City Council. Any required election and/or ballot protest proceedings shall be completed prior to filing of the final map. The applicant shall apply for the formation and provide all information and documents required by the City. All costs shall be paid by Applicant.
96. Participate in the provision of funding to maintain police services by voting to approve a special tax for the parcels created by this subdivision approval. The tax shall be the per parcel annual amount (with appropriate future cost of living adjustment) as established at the time of voting by the City Council. The election to provide for the tax shall be completed prior to filing of the final map. Should the homes be occupied prior to the City receiving the first disbursement from the tax bill, the project proponent shall be responsible for paying the pro-rata share for the remainder of the tax year prior to the City conducting a final inspection.
97. Participate in the formation of a mechanism to fund the operation and maintenance of the storm drain system, including storm water quality monitoring and reporting, stormwater ponds and any proposed pump stations, as well as any levees proposed to be maintained by the City. The appropriate funding mechanism shall be determined by the City and may include, but not be limited to, an assessment district, community services district, or community facilities district. The funding mechanism shall be formed prior to filing of any final or parcel map, and the project proponent shall fund all costs of the formation.
98. Comply with any applicable storm drainage master plan and associated fees for drainage. The applicant shall pay any applicable fee in effect at the time of building permit issuance. Certain improvements required by the Conditions of Approval for this development or the Code may be eligible for credit or reimbursement against the drainage area fee. The developer should contact the City Engineer to personally determine the extent of any credit or reimbursement for which he might be eligible. Any credit or reimbursements shall be determined prior to filing the final map.

ADVISORY NOTES

The following advisory notes are provided to the applicant as a courtesy but are not a part of the conditions of approval. Advisory notes are provided for the purpose of informing the applicant of additional ordinance requirements that must be met in order to proceed with development.

- A. The applicant/owner should be aware of the expiration dates and renewing requirements prior to requesting building or grading permits.
- B. The project will require a grading permit pursuant to the Ordinance Code.
- C. Applicant shall comply with the requirements of Ironhouse Sanitary District.
- D. The applicant shall comply with the requirements of the Diablo Water District.
- E. Comply with the requirements of the East Contra Costa Fire Protection District.
- F. Comply with the requirements of the Building Inspection Division. Building permits are required prior to the construction of most structures.
- G. This project may be subject to the requirements of the Department of Fish and Game. It is the applicant's responsibility to notify the Department of Fish and Game, P.O. Box 47, Yountville, California 94599, of any proposed construction within this development that may affect any fish and wildlife resources, per the Fish and Game Code.
- H. This project may be subject to the requirements of the Army Corps of Engineers. It is the applicant's responsibility to notify the appropriate district of the Corps of Engineers to determine if a permit is required, and if it can be obtained.
- I. The applicant shall obtain an encroachment permit for construction within existing City rights of way.
- J. The applicant shall obtain an encroachment permit from Caltrans for construction within the State right of way.

PASSED AND ADOPTED by the City Council at a meeting held on the 14th day of September 2010, by the following vote:

AYES: Anderson, Connelley, Frazier, Rios, Romick

NOES: None

ABSTENTIONS: None

ABSENT: None

APPROVED:

Pat Anderson
Pat Anderson, Mayor

ATTEST:

Nancy Ortenblad 9/16/10
Nancy Ortenblad, City Clerk Date

EXHIBIT B**PROVISIONS REQUIRED FOR PUBLIC WORKS PROJECTS
PURSUANT TO CALIFORNIA LABOR CODE SECTION 1720 ET SEQ.**

The Developer will ensure that any contract issued by the Developer or any privities of the Developer concerning the Improvements includes, and requires the parties to such contract to comply with, all applicable provisions contained in this Exhibit A and any other applicable requirements contained in California Labor Code Section 1720 and following.

HOURS OF WORK:

- A. In accordance with California Labor Code Section 1810, eight (8) hours of labor in performance of the Services shall constitute a legal day's work under this Agreement.
- B. In accordance with California Labor Code Section 1811, the time of service of any worker employed in construction of the Improvements is limited to eight hours during any one calendar day, and forty hours during any one calendar week, except in accordance with California Labor Code Section 1815; which provides that work in excess of eight hours during any one calendar day and forty hours during any one calendar week is permitted upon compensation for all hours worked in excess of eight hours during any one calendar day and forty hours during any one calendar week at not less than one-and-one-half times the basic rate of pay.
- C. The Developer and its contractors and subcontractors shall forfeit as a penalty to the City \$25 for each worker employed in the construction of the Improvements for each calendar day during which the worker is required or permitted to work more than eight (8) hours in any one calendar day, or more than forty (40) hours in any one calendar week, in violation of the provisions of California Labor Code Section 1810 and following.

WAGES:

- A. In accordance with California Labor Code Section 1773.2, the City has determined the general prevailing wages in the locality in which the Improvements are to be constructed for each craft or type of work needed to be as published by the State of California Department of Industrial Relations, Division of Labor Statistics and Research, a copy of which is on file in the City Engineer's office and shall be made available on request. The Developer, and contractors and subcontractors engaged in the construction of the Improvements shall pay no less than these rates to all persons engaged in construction of the Improvements.

B. In accordance with Labor Code Section 1775, the Developer and any contractors and subcontractors engaged in construction of the Improvements shall comply with Labor Code Section 1775 which establishes a penalty of up to \$50 per day for each worker engaged in the construction of the Improvements who the Developer or any contractor or subcontractor pays less than the specified prevailing wage. The amount of such penalty shall be determined by the Labor Commissioner and shall be based on consideration of the mistake, inadvertence, or neglect of the Developer, contractor or subcontractor in failing to pay the correct rate of prevailing wages, or the previous record of the Developer, contractor or subcontractor in meeting applicable prevailing wage obligations, or the willful failure by the Developer, contractor or subcontractor to pay the correct rates of prevailing wages. A mistake, inadvertence, or neglect in failing to pay the correct rate of prevailing wages is not excusable if the Developer, contractor or subcontractor had knowledge of their obligations under the California Labor Code. The Developer, contractor or subcontractor shall pay the difference between the prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the prevailing wage rate. If a subcontractor worker engaged in construction of the Improvements is not paid the general prevailing per diem wages by the subcontractor, subject to applicable law, the prime contractor is not liable for any penalties therefore unless the prime contractor had knowledge of that failure or unless the prime contractor fails to comply with all of the following requirements:

1. Any agreement executed between the Developer and a contractor or a contractor and a subcontractor for the construction of part of the Improvements shall include a copy of the provisions of California Labor Code Sections 1771, 1775, 1776, 1777.5, 1813, and 1815.
2. The contractor shall monitor payment of the specified general prevailing rate of per diem wages by the subcontractor by periodic review of any subcontractor's certified payroll records.
3. Upon becoming aware of a subcontractor's failure to pay the specified prevailing rate of wages, the contractor shall diligently take corrective action to halt or rectify the failure, including, but not limited to, retaining sufficient funds due the subcontractor for construction of the Improvements.
4. Prior to making final payment to the subcontractor, the contractor shall obtain an affidavit signed under penalty of perjury from the subcontractor that the subcontractor has paid the specified general prevailing rate of per diem wages employees engaged in the construction of the Improvements and any amounts due pursuant to

California Labor Code Section 1813.

C. In accordance with California Labor Code Section 1776, the Developer and each contractor and subcontractor engaged in construction of the Improvements, shall keep accurate payroll records showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed in construction of the Improvements. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following:

1. The information contained in the payroll record is true and correct.
2. The employer has complied with the requirements of Sections 1771, 1811, and 1815 for any services performed by the employer's employees on the public works project.

The payroll records required pursuant to California Labor Code Section 1776 shall be certified and shall be available for inspection by the City and its authorized representatives, the Division of Labor Standards Enforcement, the Division of Apprenticeship Standards of the Department of Industrial Relations and shall otherwise be available for inspection in accordance with California Labor Code Section 1776.

D. In accordance with California Labor Code Section 1777.5, the prime contractor, on behalf of the Developer and any contractors or subcontractors engaged in construction of the Improvements, shall be responsible for ensuring compliance with California Labor Code Section 1777.5 governing employment and payment of apprentices on public works contracts.

E. In case it becomes necessary for the Developer or any contractor or subcontractor engaged in construction of the Improvements to employ on the construction of the Improvements any person in a trade or occupation (except executive, supervisory, administrative, clerical, or other non manual workers as such) for which no minimum wage rate has been determined by the Director of the Department of Industrial Relations, the Developer, contractor or subcontractor shall pay the minimum rate of wages specified therein for the classification which most nearly corresponds to services to be performed by that person. The minimum rate thus furnished shall be applicable as a minimum for such trade or occupation from the time of the initial employment of the person affected and during the continuance of such employment.

EXHIBIT C**INSURANCE REQUIREMENTS - CONSTRUCTION CONTRACTS****MINIMUM SCOPE AND LIMIT OF INSURANCE**

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$5,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit (i.e., \$10,000,000)
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), with limits no less than **\$5,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of California, with Statutory Limits, and Employers' Liability insurance with a limit of no less than \$1,000,000 per accident for bodily injury or disease.
4. **Builder's Risk (Course of Construction)** insurance utilizing an "All Risk" (Special Perils) coverage form, with limits equal to the completed value of the project and no coinsurance penalty provisions.
5. **Surety Bonds** as described below.
6. **Professional Liability** (if Design/Build), with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate.
7. **Contractors' Pollution Legal Liability** and/or Asbestos Legal Liability and/or Errors and Omissions (if project involves environmental hazards) with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate.

If the contractor maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Contractor shall procure and maintain for the duration of the contract, and if Contractor has a claims-made policy, Contractor shall maintain for two years thereafter, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, employees or subcontractors.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either: the contractor shall cause the insurer to reduce or eliminate such deductibles or self-insured retentions as respects the City, its officers, officials, employees, and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. **The City, its officers, officials, employees, and volunteers are to be covered as additional insureds** on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by or on behalf of the Contractor. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 10 01 and CG 20 37 10 01 forms if later revisions used).
2. For any claims related to this project, the **Contractor's insurance coverage shall be primary** insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be in excess of the Contractor's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall provide notice will be provided to City in the event that the policy is terminated. Contractor shall immediately notify City of any insurance cancellation or termination and shall provide replacement insurance policy documentation to the City.

Builder's Risk (Course of Construction) Insurance

Contractor may submit evidence of Builder's Risk insurance in the form of Course of Construction coverage. Such coverage shall **name the City as a loss payee** as their interest may appear.

If the project does not involve new or major reconstruction, at the option of the City, an Installation Floater may be acceptable. For such projects, a Property Installation Floater shall be obtained that provides for the improvement, remodel, modification, alteration, conversion or adjustment to existing buildings, structures, processes, machinery and equipment. The Property Installation Floater shall provide property damage coverage for any building, structure, machinery or equipment damaged, impaired, broken, or destroyed during the performance of the Work, including during transit, installation, and testing at the City's site.

Claims Made Policies

If any coverage required is written on a claims-made coverage form:

1. The retroactive date must be shown, and this date must be before the execution date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of contract work.
3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the contract effective, or start of work date, the Contractor must purchase extended reporting period coverage for a minimum of five (5) years after completion of contract work.
4. A copy of the claims reporting requirements must be submitted to the City for review.
5. If the services involve lead-based paint or asbestos identification/remediation, the Contractors Pollution Liability policy shall not contain lead-based paint or asbestos exclusions. If the services involve mold identification/remediation, the Contractors Pollution Liability policy shall not contain a mold exclusion, and the definition of Pollution shall include microbial matter, including mold.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of no less than A:VII, unless otherwise acceptable to the City.

Waiver of Subrogation

Contractor hereby agrees to waive rights of subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation. **Worker's Compensation policies shall be endorsed with a waiver of subrogation** in favor of the City for all work performed by the Contractor, its employees, agents and subcontractors.

Verification of Coverage

Contractor shall furnish the City with original certificates and amendatory endorsements, or copies of the applicable insurance language, effecting coverage required by this contract. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements, required by these specifications, at any time.

Subcontractors

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that City is an additional insured on insurance required from subcontractors. For CGL coverage subcontractors shall provide coverage with a format least as broad as CG 20 10 10 01 and CG 20 37 10 01.

Surety Bonds

Contractor shall provide the following Surety Bonds:

1. Bid bond
2. Performance bond
3. Payment bond
4. Maintenance bond

The Payment Bond and the Performance Bond shall be in a sum equal to the contract price. If the Performance Bond provides for a one-year warranty a separate Maintenance Bond is not necessary. If the warranty period specified in the contract is for longer than one year a Maintenance Bond equal to 10% of the contract price is required. Bonds shall be duly executed by a responsible corporate surety, authorized to issue such bonds in the State of California and secured through an authorized agent with an office in California.

Special Risks or Circumstances

City reserves right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other circumstances.

EXHIBIT D

VERIFICATION OF INSURANCE



Agenda Date: 06/23/2015
Agenda Item: 3.4

STAFF REPORT

Approved and Forwarded to City Council:


Bryan H. Montgomery, City Manager

Date: Tuesday, June 23, 2015
To: Bryan H. Montgomery, City Manager
From: Kevin Rohani, P.E. Public Works Director/ City Engineer
SUBJECT: Approval of a Two Year Extension of an On-Call Tree Services Contract with West Coast Arborists, Inc.

Background and Analysis

In 2009 the City of Oakley advertised and distributed a Request for Proposals (RFP) to potential contractors to provide on-call professional tree services. On October 26, 2009 City Council approved an on-call agreement for that work with West Coast Arborists, Inc. (WCA). Since the initial agreement, there have been two contract amendments extending the original agreement. The current amendment and the contract expire on June 30, 2015.

The scope of tree services that WCA provides on an on-call basis are; tree pruning, tree removal, stump removal, tree inspection and arborist reports, treatment for pests and diseases, and emergency response. Given the scope of the City's landscaping maintenance program, the on-call agreement is relatively minimal.

WCA has submitted a proposal (see attached Updated 2015-17 Price Schedule) to extend these prices for an additional two years, through June 30, 2017. During the current contract with WCA, Staff has found them to continually provide responsive, cost effective and professional services. Staff has been very satisfied with the service quality WCA has delivered.

Given the exemplary service and the low cost of the annual contract, Staff believes there would be little if any financial benefit from going through the RFP process again at this time. Cost for services provided by WCA has remained very competitive and economical for the City. For these reasons, Staff is recommending that an agreement amendment with WCA be approved extending the term of the current on-call agreement two (2) years, from July 1, 2015 through June 30, 2017.

Fiscal Impact

Funding for this item is included in the City of Oakley Parks and Landscape Division related FY 2015-2016 budgets for anticipated expenditures of on-call tree services.

Staff Recommendation

Staff recommends the City Council adopt the Resolution approving the agreement amendment with WCA, and extending the term from July 1, 2015 to June 30, 2017 and accepting the updated pricing schedule; and authorizing the City Manager to execute this contract amendment.

Attachments

- 1) Resolution
- 2) Price Schedule
- 3) Agreement Amendment

RESOLUTION NO. __-15

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY
APPROVING AN AMENDMENT AGREEMENT WITH WEST COAST
ARBORISTS, INC. TO PROVIDE ON-CALL TREE SERVICES
FOR THE CITY OF OAKLEY**

WHEREAS, the City of Oakley (City) and West Coast Arborists, Inc. (WCA) entered into an agreement dated October 26, 2009 for on-call professional tree services; and

WHEREAS, the parties amended the terms and conditions of the Agreement to provide for an extension to June 30, 2015; and

WHEREAS, WCA has the professional qualified personnel and resources to provide needed on-call tree services for the City and has satisfactorily performed its professional services between 2009 and the present; and

WHEREAS, WCA has expressed an interest in extending the contract with updated pricing adjustments; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, by the City Council of the City of Oakley to adopt the resolution approving the amendment and to extend the date of the contract from July 1, 2015 to June 30, 2017, and authorizes the City Manager to execute the contract amendment with WCA.

PASSED AND ADOPTED by the City Council of the City of Oakley at a meeting held on the 23rd of June, 2015 by the following vote:

AYES:
NOES:
ABSENT:
ABSTENTIONS:

APPROVED:

ATTEST:

Doug Hardcastle, Mayor

Libby Vreonis, City Clerk

Date

City of Oakley

Price Schedule for Contract Years 2015-2016 & 2016-2017

Tree Maintenance Services
provided by West Coast Arborists, Inc.

Item	Description	Unit	Current Prices	Proposed Prices for 2-years
1	Grid Tree Pruning	Each	\$ 60.00	\$ 61.45
2	Service Request Tree Pruning 0-6 DSH	Each	\$ 25.00	\$ 25.60
3	Service Request Tree Pruning 7-18 DSH	Each	\$ 75.00	\$ 76.80
4	Service Request Tree Pruning 19-24 DSH	Each	\$ 145.00	\$ 148.50
5	Service Request Tree Pruning 25-36 DSH	Each	\$ 295.00	\$ 302.10
6	Service Request Tree Pruning > 37 DSH	Each	\$ 445.00	\$ 455.65
7	Tree and Stump Removal 0-24" DSH	Inch	\$ 20.00	\$ 20.50
8	Tree and Stump Removal over 24" DSH	Inch	\$ 40.00	\$ 41.00
9	Tree Only Removal 0-24" DSH	Inch	\$ 15.00	\$ 15.35
10	Tree Only Removal over 24" DSH	Inch	\$ 30.00	\$ 30.70
11	Stump Only Removal	Inch	\$ 10.00	\$ 10.25
12	Plant 5 gallon tree	Each	\$ 60.00	\$ 61.45
13	Plant 15 gallon tree	Each	\$ 125.00	\$ 128.00
14	Plant 24" Box tree	Each	\$ 275.00	\$ 281.60
15	Plant 36" Box tree	Each	\$ 850.00	\$ 870.40
16	Root Pruning	Linear Foot	\$ 19.00	\$ 19.45
17	Root Barrier Installation	Linear Foot	\$ 25.00	\$ 25.60
18	Crew Rental - 3 man crew	Hour	\$ 177.00	\$ 181.20
19	Crew Rental - 1 man crew	Hour	\$ 59.00	\$ 60.40
20	Emergency Response - 2 hour minimum	Man Hour	\$ 85.00	\$ 87.00
21	Tree Watering	Per tree	\$ 7.50	\$ 7.65
22	Pesticide Treatment 0-12 DSH	Each	\$ 75.00	\$ 76.80
23	Pesticide Treatment > 12 DSH	Each	\$ 175.00	\$ 179.20
24	Specialty Equipment Rental	Hour	\$ 59.00	\$ 60.40
25	Crane or 95 foot Aerial Tower	Hour	\$ 99.00	\$ 101.40
26	Certified Arborist Services (2-hour min)	Hour	\$ 75.00	\$ 76.80
27	Tree Inventory Updates	Per tree	\$ 10.00	\$ 10.25
28	Arborist Report	Per tree	\$ 200.00	\$ 204.80

The proposed prices reflect a 2.4% increase based on the Consumer Price Index - All Urban Consumers for the San Francisco-Oakland-San Jose area.

AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF OAKLEY AND WEST COAST ARBORISTS INC. FOR ON-CALL TREE SERVICES

This Amendment is entered into by and between the City of Oakley, a municipal corporation (hereinafter referred to as "City"), and West Coast Arborists Inc., a California Corporation (hereinafter referred to as "Contractor"), effective as of the 1st day of July, 2015.

RECITALS

- A. The City of Oakley and West Coast Arborists Inc. executed an On-Call Agreement for Tree Services (hereinafter referred to as the "Agreement"); and,
- B. City and Contractor now desire that the following amendments be made to the Contractor's Agreement: Extend the On-Call Services Agreement for Tree Services an additional two years, to June 30, 2017, and accept the new Price Schedule.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants, promises and agreements contained herein, City and Contractor mutually agree and covenant as follows:

- 1. Except as provided herein, the terms used in this Amendment shall have the same meaning as the same terms have in the Agreement.
- 2. The Agreement is hereby amended as follows:
 - a. Paragraph 1.1, Term of Services, amended as follows: The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2017.
- 3. Except as provided herein, all other terms and provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the City of Oakley, a municipal corporation in the State of California, has authorized the execution of this Amendment in duplicate by its City Manager and attestation by its City Clerk under authority of Resolution No. _____, adopted by the Council of the City of Oakley on the 23rd day of June, 2015, and the parties have caused this Amendment to be executed in duplicate.

City

Contractor

City of Oakley, a municipal corporation

West Coast Arborists, Inc.

By: _____
Bryan H. Montgomery, City Manager

By: _____
Name, Title

ATTEST:

Libby Vreonis, City Clerk

APPROVED AS TO FORM:

Derek P. Cole, City Attorney



Agenda Date: 06/23/2015
Agenda Item: 3.5

STAFF REPORT

Date: Tuesday, June 23, 2015

To: Bryan H. Montgomery, City Manager

From: Kevin Rohani, Public Works Director/City Engineer

Subject: Adopt a Resolution Authorizing the City Manager to Execute an Agreement with Ellis and Ellis Sign Systems Illuminated Creations Inc. to Fabricate and Install Two Directional Signs and One Freeway Monument Sign

Approved and Forwarded to City Council:


Bryan H. Montgomery, City Manager

Background and Analysis

The City installed the first in a series of directional monument signs on O'Hara Avenue near the intersection of Neroly Road in March of 2011. The sign received a positive response from the Council and the Community. Subsequently staff was directed to develop an agreement with Ellis and Ellis Sign Systems Illuminated Creations Inc. to fabricate and install three additional directional signs on the major roads in the City, as well as a monument gateway sign for the intersection of the Highway 160 off-ramp to Main Street. This project was funded by the Redevelopment Agency. Only one directional sign was constructed at the west end of Laurel Road near the Highway 4 intersection by this project. The recession and dissolution of the Redevelopment Agency by the State of California put a stop to a number of projects moving forward and subsequently contracts expired.

It has been approximately five (5) years since this sign project was initiated. With the improved economy and new funding sources, several projects that had been on-hold for the past few years have now been re-activated and are in the design and construction phase. The feature projects are: Main Street Rehabilitation (Bridgehead Road to Big Break Road) and Highway 160/Main Street Gateway Monument and Improvements.

To address the monument sign needs for these projects, staff contacted Ellis and Ellis Sign Systems Illuminated Creations Inc., whom were originally involved on this project for the two directional signs on Main Street and the Highway 160/Main Street gateway sign. The design of the signs has already been completed and this proposal is for fabrication and installation of the signs for both projects.

By entering into this agreement, all the signs will be fabricated and installed without any delays and in time for the completion of the projects. This project will not only enhance the entrance into the City of Oakley, but also compliment the new Main Street and its intersection with Highway 160.

Fiscal Impact

Approval of the resolution will authorize the City Manager to execute an agreement with Ellis and Ellis Sign Systems Illuminated Creations Inc. for a cost not to exceed \$101,227.04. It is recommended that this sign project be funded from Traffic Impact Fee (TIF) revenues. The TIF fund for FY 2014/15 has exceeded its revenue projections by over \$300,000 and is best suited to fund this project. The additional TIF revenues are a result of the increased building permits in Oakley.

Staff Recommendation

Staff recommends that the City Council adopt a resolution authorizing the City Manager to execute the agreement with Ellis and Ellis Sign Systems Illuminated Creations Inc. for the fabrication and installation of two lighted directional monument signs and one lighted freeway monument.

Attachments

- 1) Proposals
- 2) Resolution

Ellis & Ellis Sign Systems
 Illuminated Creations, Inc.
 1111 Joellis Way
 Sacramento CA 95815
 United States
 Phone: 916-924-1936
 Fax : 916-924-3133
 www.ellissigns.com
 EIN # : 68-0007793
 License #: C-45 545167 / DIR # 1000000445

Quote 4714 - City of Oakley Freeway Monument revision 1	Expiration Date : 07/31/2015
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Quote for	Contact	Shipping/Install
City of Oakley 3231 Main Street Oakley CA 94561 United States	Joshua McMurray Phone : (925) 625-7004 Email : mcmurray@ci.oakley.ca.us Address : 3231 Main Street Oakley CA 94561 United States	3231 Main Street Oakley CA 94561 United States Ship By : Install

Quote #	Quote Date	Sales Rep	Payment Terms	PO	PO Date
4714	03/03/2015	Brad Mills bmills@ellissigns.com	Net 10		

Items

#	Item	Qty	Unit Price	Total	Tax
1	S/F Freeway monument Sign -9'4" x 23'1" x 30" fabricated aluminum Monument sign. - fabricated reverse pan channel leaf w/ internal steel tube support structure attached to main cabinet framing structure. Leaf to have 1 1/2" deep aluminum fabricated channel veins with white LED's for halo illumination and attached to leaf with 1/2" standoffs. Leaf is painted finish to match PMS 5753C. Vein is painted finish to match PMS 476C. (routed out veins with 1" returns). - 2'10" x 14' x 30" deep steel frame structure with Thin Brick Base "890 Old Town Red" by H.C. Muddox. 1/4" thick FCO Stem painted to match 5753C stood off from brick base 1/2". -2 1/4" deep reverse fabricated aluminum Pan Channel letters with internal steel tube support structures attached to main base & White LED's for Halo illumination. All letters to have oversized .080" aluminum backers painted black for halo illumination purpose. - Sign to be installed with reinforced concrete spread footing in landscape area per provided engineering. Prevailing Wage Installation	1	\$34,390.33	\$34,390.33	\$0.00

Total

Sub Total	Total Tax (Tax Percentage)	Final Price
\$34,390.33	\$0.00(8.5%)	\$34,390.33

Downpayment (0.0 %)	\$0.00
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Notes : Electrical source to be supplied to install site within six feet of sign location by others.
If electrical supply is not in place prior to sign installation, additional trip fee will be assessed.
Quoted for clear unobstructed level installation site and clear unobstructed level access to installation location/s for all Ellis & Ellis Sign Systems personnel and equipment.
Quoted for installation in a non-paved area. Core drilling or paving demolition and restoration, if required, will be at additional cost.
Quoted for drilling in dry and normal soil conditions. If excessively wet or rocky conditions are encountered, additional cost will be assessed.
Installation is quoted for non-union "Prevailing Wage".
Quote does not include removal or disposal of any existing signs.
Permits & Lane closures are not included, but can be provided at additional charge.
Sales tax rate subject to change.
Balance due upon completion.

for **City of Oakley**

Signature		Date	
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We agree to your terms and conditions Please proceed with the order.

Ellis & Ellis Sign Systems
Illuminated Creations, Inc.
 1111 Joellis Way
 Sacramento CA 95815
 United States
 Phone: 916-924-1936
 Fax : 916-924-3133
 www.ellissigns.com
 EIN # : 68-0007793
 License #: C-45 545167 / DIR # 1000000445

Quote 4713 - Directional Monument Signs Revising Quote 8385-1rv2 revision 1	Expiration Date : 04/02/2015
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Quote for	Contact	Shipping/Install
City of Oakley 3231 Main Street Oakley CA 94561 United States	Joshua McMurray Phone : (925) 625-7004 Email : mcmurray@ci.oakley.ca.us Address : 3231 Main Street Oakley CA 94561 United States	3231 Main Street Oakley CA 94561 United States Ship By : Install

Quote #	Quote Date	Sales Rep	Payment Terms	PO	PO Date
4713	03/03/2015	Brad Mills bmills@ellissigns.com	Net 10		

Items

#	Item	Qty	Unit Price	Total	Tax
1	D/F Directional Sign Fabricated D/F directional Monument, overall size apx 8'7" x 8'2", to consist of apx 84" x 76" fabricated sign body clad with brick veneer, (4) 10" x 52" illuminated cabinets recessed into structure on each side, (8) total, faces attached with screws for serviceability, faces to have copy routed out and backed with white Lexan, cabinets to have internal white LED illumination, header copy to be reverse fabricated aluminum, internal halo LED illumination, logo graphic to be halo LED illuminated with oversized aluminum backer, leaf veins to be separate and halo illuminated, mounted to face of leaf, paint color to match existing. (1) Sign to be built and installed in 2015 (1) Sign to be built and installed in 2016	2	\$21,063.00	\$42,126.00	\$3,580.71
2	Prevailing Wage Installation (1) Sign to be installed in 2015 in landscape area.	1	\$10,160.00	\$10,160.00	\$0.00
3	Prevailing Wage Installation (1) Sign to be installed in 2016 in landscape area.	1	\$10,970.00	\$10,970.00	\$0.00

Total

Sub Total	Total Tax (Tax Percentage)	Final Price
\$63,256.00	\$3,580.71(8.5%)	\$66,836.71

Downpayment (0.0 %)	\$0.00
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Notes : Electrical source to be supplied to install site within six feet of sign location by others.
If electrical supply is not in place prior to sign installation, additional trip fee will be assessed.
Quoted for clear unobstructed level installation site and clear unobstructed level access to installation location/s for all Ellis & Ellis Sign Systems personnel and equipment.
Quoted for installation in a non-paved area. Core drilling or paving demolition and restoration, if required, will be at additional cost.
Quoted for drilling in dry and normal soil conditions. If excessively wet or rocky conditions are encountered, additional cost will be assessed.
Installation is quoted for "Prevailing Wage".
Quote does not include removal or disposal of any existing signs.
Engineering, permits, lane closures, and traffic control are not included, but can be provided at additional charge.
Sales tax rate subject to change.
Balance due upon completion.

for **City of Oakley**

Signature

Date

We agree to your terms and conditions Please proceed with the order.

RESOLUTION NO. __-15

A RESOLUTION OF THE CITY OF OAKLEY APPROVING AN AGREEMENT WITH ELLIS AND ELLIS SIGN SYSTEMS ILLUMINATED CREATIONS INC. FOR FABRICATION AND INSTALLATION OF TWO DIRECTIONAL SIGNS AND ONE FREEWAY MONUMENT SIGN AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT

WHEREAS, Ellis and Ellis Sign Systems Illuminated Creations Inc. was to design and construct monumentation signage at the City's major entryways to enhance aesthetics and way-finding; and

WHEREAS, Ellis and Ellis Sign Systems Illuminated Creations Inc. has created a proprietary, original lighted directional and monumentation sign under the direction of the City of Oakley; and

WHEREAS, Ellis and Ellis Sign Systems Illuminated Creations Inc. has successfully fabricated and installed the first of the lighted directional monument signs on O'Hara Avenue; and

WHEREAS, Ellis and Ellis Sign Systems Illuminated Creations Inc. has submitted a proposal to fabricate and install two lighted directional signs and one freeway monument sign for an amount not to exceed \$101,227.04.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, by the City Council of the City of Oakley that the agreement with Ellis and Ellis Sign Systems Illuminated Creations Inc. for the fabrication and installation of two directional signs and one freeway monument sign for an amount not to exceed \$101,227.04 is approved and the City Manager is hereby authorized to execute said Agreement.

PASSED AND ADOPTED by the City Council of the City of Oakley at a meeting held on the 23rd of June, 2015 by the following vote:

AYES:
NOES:
ABSENT:
ABSTENTIONS:

APPROVED:

Doug Hardcastle, Mayor

ATTEST:

Libby Vreonis, City Clerk

Date



Agenda Date: 06/23/2015
Agenda Item: 3.6

STAFF REPORT

Date: Tuesday, June 23, 2015
To: Bryan H. Montgomery, City Manager
From: Kevin Rohani, P.E., Public Works Director and City Engineer
Subject: Adoption of a Resolution to Establish Special Speed Zones for Specific City Streets

Approved and Forwarded to
City Council


Bryan H. Montgomery, City Manager

Summary and Recommendation

In order to enforce speed limits by the use of radar, the Police Department must have certified special speed zone surveys that have been conducted in accordance with procedures adopted by the State Department of Transportation (Caltrans). These special speed zone surveys are required to be updated every seven (7) years to continue the use of radar enforcement. The speed limits established for Laurel Road from the west City Limit near Highway 4 to O'Hara Avenue, were based on speed studies that were conducted in 2008, which will expire in 2015. In addition, the posted speed limit on W. Cypress Road from O'Hara Avenue to Empire Avenue was never established based on a special speed zone survey, and is not enforceable by the use of police radar. The recommended speed limit in the attached resolution will allow radar enforcement of the speed limit on W. Cypress Rd from O'Hara Avenue to Empire Avenue.

Staff is recommending that the City Council adopt a resolution to approve the special speed zones being recommended by the City Engineer as a result of the most recent speed studies of Laurel Road from the west City Limits to O'Hara Avenue for which previous speed surveys are about to expire, and to add W. Cypress Road from O'Hara Avenue to Empire Avenue to the list of streets on which speeds can be enforced by the use of police radar.

Fiscal Impact

Adoption of the resolution will maintain the existing signed speed limits on Laurel Road from the west City Limits to O'Hara Avenue, and establish a new speed limit on W. Cypress Road from O'Hara Avenue to Empire Avenue. Existing speed limit signs will be replaced for the new speed limits, and additional signs will be installed as needed to increase motorist's awareness of the speed limit and to advise of radar enforcement.

The cost of the additional signs is included in the current Public Works and Engineering budget.

Background and Analysis

The California Vehicle Code (CVC) requires that all speed limits in excess of 25 miles per hour be established on the basis of an engineering and traffic survey conducted in accordance with procedures adopted by Caltrans if they are to be enforceable by the use of police radar. These special speed zone surveys are required to be updated every seven (7) years to continue the use of radar enforcement. The engineering and traffic surveys used to establish the speed limits on Laurel Road from the west City Limits to O'Hara Avenue were prepared based on speed survey data collected in April 2008, and are about to expire. Speed survey data was collected in May 2014 and May 2015 for preparation of the special speed zone surveys used to establish the speed limits recommended in the attached resolution.

In general the speed limit of a roadway is set at the nearest five mile per hour interval where eighty-five percent of the vehicles travel at or below the speed, known as the 85th percentile or critical speed. Based on the engineering survey the speed limit can be adjusted downward depending on the physical characteristics of the road, such as abrupt changes in horizontal and/or vertical alignment, and pavement width so as to enhance its safety. In order for speeding violations to be enforceable in court the Police Department must have current speed zone certifications on file at the courthouse.

The recommended speed limits contained in the attached resolution reflect the current traffic conditions on Laurel Road from the west City Limits to O'Hara Avenue and on W. Cypress Rd. from O'Hara Avenue to Empire Avenue. The recommended speed limits include maintaining the existing posted speed limits on Laurel Road from the west City Limits to O'Hara Avenue, and increasing the currently posted speed limit of 30 miles per hour on W. Cypress Road between O'Hara Avenue and Empire Avenue to 35 miles per hour. Adoption of these speed limits will allow enforcement by the use of police radar.

The recommended speed limits shown in the attached resolution are based on an analysis of the traffic survey data and engineering and traffic studies. Adoption of the attached resolution will approve the recommendations and traffic order of the City Engineer establishing the speed limits on the listed streets consistent with the California Vehicle Code and The City's Municipal Code.

All traffic surveys used for development of the traffic order were prepared in accordance with the standards adopted by Caltrans. A copy of the surveys, along with a copy of the approving resolution, will be maintained in the Public Works and Engineering files, with a copy in the Police Department and a copy delivered to the Contra Costa County Traffic Court.

Subject: Establishment of Special Speed Zones

Date: June 23, 2015

Page 3 of 3

Conclusion

Staff recommends that the City Council approve the resolution adopting a Traffic Order of the City Engineer establishing the prima facie speed limit on certain city streets.

Attachment

- 1) Resolution

RESOLUTION NO. __-15

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY
ADOPTING A TRAFFIC ORDER OF THE CITY ENGINEER
ESTABLISHING SPEED LIMITS**

WHEREAS, in May of 2014 and May of 2015 the City Engineer had engineering and traffic surveys conducted for purposes of establishing prima facie speed limits on specific City streets; and

WHEREAS, the following listed streets and speed limits were recommended by the City Engineer.

<u>Street</u>	<u>Limits</u>	<u>Speed Limit (mph)</u>	<u>Study Date</u>
Laurel Rd.	West City Limits to Neroly Rd.	45	5/22/2014
Laurel Rd.	Neroly Rd. to Empire Ave.	45	5/20/2014
Laurel Rd.	Empire Ave. to Brown Rd.	40	5/20/2014
Laurel Rd.	Brown Rd. to O'Hara Ave.	35	5/22/2014
W. Cypress Rd.	O'Hara Ave. to Empire Ave.	35	5/01/2015

NOW THEREFORE, BE IT RESOLVED AND ORDERED, the City Council of the City of Oakley hereby resolves to approve the recommendations and Traffic Order of the City Engineer as listed above.

PASSED AND ADOPTED, this 23rd day June, 2015 by the following vote:

AYES:
NOES:
ABSENT:
ABSTENTIONS:

APPROVED:

ATTEST:

Doug Hardcastle, Mayor

Libby Vreonis, City Clerk

Date



Agenda Date: 06/23/2015
Agenda Item: 3.7

STAFF REPORT

Date: June 11, 2015
To: Mayor and Members of City Council
From: William R. Galstan, Special Counsel *William R. Galstan*
Cc: Bryan Montgomery, City Manager; Derek P. Cole, City Attorney
SUBJECT: City Manager Performance Evaluation
FOR CONSIDERATION AT THE CITY COUNCIL MEETING OF JUNE 23, 2015

Background and Analysis

Typically, in each July the City Council begins a performance evaluation for the City Manager (and subsequently for the City Attorney). Because the Brown Act prohibits the City Council as a body from negotiating with the City Manager, the Council has in the past traditionally appointed the Mayor and the Vice Mayor to act as its committee to negotiate with the City Manager regarding salary and benefit adjustments that may flow from the performance evaluation. The committee would meet in closed session with the entire City Council to share information and for direction to be given from the full Council to the Committee. At the conclusion of its work, the Committee would bring back a recommendation for consideration by the full City Council.

Also typically in the past, I have served as staff to the Committee and am willing to perform that service again this year.

Once the Committee has been appointed, it can meet with the full City Council to determine the nature and scope of the performance evaluation (such as, whether to again conduct a peer review from staff of the City Manager) and the Committee, having received that direction, can then proceed.

Fiscal Impact

None.

Recommendation

Appoint Mayor and Vice Mayor as Council's committee regarding performance evaluation/salary and benefit adjustments for the City Manager (or appoint other Council members if desired).

Attachments

None.



Agenda Date: 06/23/2015

Agenda Item: 3.8

STAFF REPORT

Date: Tuesday, June 23, 2015
To: Bryan H. Montgomery, City Manager
From: Kevin Rohani, P.E. Public Works Director/ City Engineer

Approved and Forwarded to City Council:


Bryan H. Montgomery, City Manager

SUBJECT: Terminate the Construction Contract with K. Dejesus Pump & Well Drilling, Inc. and award a Construction Contract to Martell Water Systems, Inc. for the Cypress Grove Irrigation Well Project – CIP 148

Background and Analysis

The Cypress Grove Subdivision is a community of 540 single family homes that was constructed along East Cypress Road nearly 10 years ago. As part of this project a storm water pond was constructed to provide irrigation water for parks and other public area landscaping in this subdivision.

The system to pump water from this pond for irrigation purposes has not functioned properly over the years; and despite many attempts to solve the technical issues and replacing of the pumps and filters, the problem with organic materials damaging the irrigation system as continued. After detailed analysis, the final determination has been made to abandon the concept of providing irrigation water from the pond and to construct an irrigation well on the site. This approach would provide clean and clear water that can be used for the irrigation of the park and its landscaping.

The project plans and specifications were prepared and advertised for the construction of this irrigation well. On April 14, 2015, the City Council at its regular meeting awarded a construction contract to K. Dejesus Pump & Well Drilling, Inc. in amount of \$211,755, to construct a well for irrigation of Cypress Grove Park and its landscaped areas. Since the time of award of this contract, K. Dejesus Pump & Well Drilling, Inc. has not been responsive to all staff outreach to start the project. Despite many attempts to communicate with this company, there has been no response. K. Dejesus Pump & Well Drilling, Inc. has not adhered to the terms of the agreement with the City of Oakley and is in breach of contract.

Staff had contacted the second bidder of this project, Martell Water Systems, Inc. to see if they were interested and have the time to construct this project. Martell Water Systems, Inc. informed staff that they are interested in constructing this well for the City without delays. Staff has had meetings with Martell Water Systems, Inc. and has finalized the cost of the project at \$240,000 and affirmed all details.

Fiscal Impact

Approval of this item will obligate approximately \$240,000 in the CFD # 1 – Cypress funds for the construction of this project.

Staff Recommendation

Staff recommends that the City Council adopt the resolution terminating the construction agreement with K. Dejesus Pump & Well Drilling, Inc. and awarding a contract to Martell Water Systems, Inc. for an amount not to exceed \$240,000 and authorizing the City Manager to execute said agreement.

Additionally, due to variables associated with construction projects and to address unforeseen circumstances during the course of construction, staff further recommends that the City Council authorize staff to execute future change orders to the construction contract as necessary, in an amount not to exceed \$10,000 for work beyond what is defined in the base bid project.

Attachments

- 1) Resolution

RESOLUTION NO. __-15

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY
APPROVING A TERMINATION OF AGREEMENT WITH K. DEJESUS PUMP &
WELL DRILLING, INC. AND AWARDING A CONTRACT TO MARTELL
WATER SYSTEMS, INC. FOR THE CONSTRUCTION OF THE CYPRESS
GROVE IRRIGATION WELL PROJECT – CIP 148**

WHEREAS, the Cypress Grove subdivisions were constructed in 2004 and included the construction of various infrastructure items including a storm water pond; and

WHEREAS, on April 14, 2015, the City Council awarded a construction contract to K. Dejesus Pump & Well Drilling, Inc. for construction of an irrigation well next to Cypress Grove pond which is critical for the irrigation of the park and landscaped areas; and

WHEREAS, over the past two months K. Dejesus Pump & Well Drilling, Inc. have not performed any work and have not been responsive to all inquiries from the City and is in breach of contract; and

WHEREAS, the second bidder on this project, Martell Water Systems, Inc. has informed staff that they are still interested and will be able to construct this project without delay.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Oakley that the Agreement with K. Dejesus Pump & Well Drilling, Inc. is terminated and the Agreement with Martell Water Systems, Inc. for the construction of the Cypress Grove Irrigation Well Project – CIP 148 for an amount not to exceed \$240,000 is approved, and the City Manager is authorized to execute said Agreement.

PASSED AND ADOPTED by the City Council of the City of Oakley at a meeting held on the 23rd of June, 2015 by the following vote:

AYES:
NOES:
ABSENT:
ABSTENTIONS:

APPROVED:

Doug Hardcastle, Mayor

ATTEST:

Libby Vreonis, City Clerk

Date



STAFF REPORT

Approved and forwarded to City Council


Bryan H. Montgomery, City Manager

Date: June 23, 2015
To: Bryan H. Montgomery, City Manager
From: Kenneth W. Strelow, Senior Planner
Subject: Zoning Ordinance Text Amendments to Oakley Municipal Code Sections 9.1.202 (Definitions), 9.1.404 (Single-Family Residential Districts), 9.1.1502 (Nonconforming Uses), and 9.1.1604 (Design Review) (RZ 03-15)

Background and Summary

This is a City-initiated request to consider amendments to Chapter 1 of Title 9 of the Oakley Municipal Code ("OMC") as follows:

- Section 9.1.202 (Definitions) – Modifying the definitions of "Fence", "Closed Fence", "Open Fence" and "Structure";
- Section 9.1.404 (Single-Family Residential Districts) – Adding specific language within "Yard Requirements" related to providing larger side yards adjacent to garages to provide opportunities for RV and boat parking;
- Section 9.1.1502 (Nonconforming Uses) – Adding a definition for "Expansion or Intensification" and modifying the definitions of "Nonconforming Structure" and "Nonconforming Use"; and
- Section 9.1.1604 (Design Review) – Modifying language in regards to application requirements and duties to review.

Staff recommends the City Council waive the first reading and introduce an ordinance amending Sections 9.1.202, 9.1.404, 9.1.1502, and 9.1.1604 of Chapter 1 of Title 9 of the Oakley Municipal Code (RZ 03-15).

Fiscal Impact

Occasional City-initiated amendments to the zoning ordinance are a normal function of the Planning Division. Staff time and costs associated with drafting and adopting amendments are project-specific expenses and are covered by the general fund. Once the amendments are adopted and codified, there are no expected reoccurring expenses associated with this zoning ordinance text amendments project.

Project Description and Analysis

The proposed zoning ordinance text amendments will serve the purposes of correcting obscure definitions, bolstering language related to private property RV and boat storage, clarifying regulations related to nonconforming uses and structures, and further bringing design review regulations into compliance with the General Plan. Below is a summary of the amendments in each of the four sections. Complete "redline" drafts are attached to this staff report.

Section 9.1.202 (Definitions)

The proposed amendments in this section modify existing definitions of "Fence", "Closed fence", "Open fence", and "Structure." The existing definition for "Closed fence" is erroneous. The amended definition will correct that error, while maintaining the core principal of the definition. "Open fence" is proposed to be amended so that the two definitions share format and language. "Fence" will be amended to include a general definition of a fence. Currently, "Fence" is only used as a heading for "Closed fence", and "Open fence." The physical properties of all three definitions will remain unchanged.

The amendment to the definition for "Structure" will broaden the definition to include both permanent and temporary objects, either attached or erected onto the ground. The purpose of this amendment is to create better internal consistency with other sections of the Zoning Ordinance that refer to structures, and remove ambiguity experienced in applying the definition in practice.

Section 9.1.404 (Single-Family Residential)

The single-family residential zoning districts allow for ample space on at least one side yard of a residential lot for access and storage of boats, tent trailers, or in some cases larger RVs. The existing Residential Design Guidelines contain language that states, "Where lot sizes allow, provide larger side yard setbacks adjacent to the garage to provide room for RV parking in the side setback." Availability of private property RV and boat storage outside of the required front yard has been a topic of discussion during past City Council Strategic Plan Workshops. Although the existing language refers to the adopted Residential Design Guidelines, the proposed modification would codify the specific guideline applicable to the topic of side yard access for "screened" RV (etc.) storage.

Section 9.1.1502 (Nonconforming Uses)

The proposed modifications for this section include adding a definition for "Expansion or Intensification" (a term found within the section, but undefined), and removing language in both the "Nonconforming Structure", and "Nonconforming Use" definitions that was poorly written and difficult to apply. These modifications will clarify the applicable sections of the code by removing unneeded subjectivity and adding clearer definitions that are more easily applied in practice.

Section 9.1.1604 (Design Review)

The intent of design review is to ensure all new development within the City complies with the applicable development regulations and portions of the adopted design guidelines. The proposed modifications will strengthen the language supporting that intent so that not only proposed new buildings trigger design review, but also establishment of permitted or conditionally permitted uses on undeveloped or underdeveloped property. Other modifications are non-substantive and related to moving text within the section for better flow internal consistency.

Environmental Review

This project is exempt from further analysis under the California Environmental Quality Act ("CEQA") Guidelines Section 15061(b)(3) in that adoption of the ordinance will not result in a direct or reasonably foreseeable indirect physical change in the environment..

Findings

Draft findings are included in the attached ordinance.

Recommendation

Staff recommends the City Council waive the first reading and introduce an ordinance amending Sections 9.1.202, 9.1.404, 9.1.1502, and 9.1.1604 of Chapter 1 of Title 9 of the Oakley Municipal Code (RZ 03-15).

Attachments

1. "Redline" drafts of proposed modifications
2. Draft Ordinance

Zoning Ordinance Text Amendments (RZ 03-15)
Redline Drafts of Proposed Modifications

9.1.202 Definitions, Generally.

b. Words and Phrases Defined.

36. Fence(s) shall mean a vertical, freestanding barrier or enclosure constructed of wood, masonry or metal which supports no load other than its own weight.

a. "Closed Fence" shall mean a fence surrounding structure or wall in which more than 50 percent (50%) of the total surface area of the fence of which is solid material that cannot be seen through when viewed perpendicular to the face of the fence.

b. "Open Fence" shall mean a fence in which openings between the materials of which the fence is constructed represent not less than fifty percent (50%) of the total surface of the fence when viewed perpendicular to the face of the fence. ~~surrounding structure or wall at least 50 percent (50%) of the surface area of which is not solid material and can be seen through.~~ For the purposes of example only, an open-picket style fence consisting of vertical slats or board measuring four inches across would be considered an open fence if there were at least four inches of open space between each picket.

84. "Structure" means anything permanently or temporarily constructed or erected on land and permanently attached to land, except: (1) buildings defined in Section 82-4.210 of the Oakley Municipal Code, (2) fences as defined but only as otherwise provided for in definition 37 in this chapter, (3) sidewalks, gateways, pipes, meters, meter boxes, manholes, and mailboxes, and (4) poles, wires, pipes and other devices, and their appurtenant parts, for the transmission or transportation of electricity and gas for light, heat or power, or of telephone and telegraphic messages, or of water.

9.1.404 Single-Family Residential Districts (R-6; R-7; R-10; R-12; R-15; R-20; R-40).

f. Yard Requirements.

6. In addition to the above minimum requirements, additional setback provisions, included but not limited to the provision for providing larger side yard setbacks adjacent to the garage to provide room for side-yard RV and boat parking, are included in the City of Oakley Residential Design Guidelines.

9.1.1502 Nonconforming Uses.

b. Definitions.

1. "Expansion or Intensification" means an enlargement, addition, relocation, repair, remodeling, increase in the number of dwellings or rooming units, any increase in occupancy or tenants, change in use, or any other change in an activity or facility.

12. "Nonconforming Structure" shall mean a structure that was legally constructed prior to the effective date of this ordinance but which does not conform to the current provisions of the Zoning Ordinance or General Plan, ~~when and to the extent that the Zoning Ordinance has not been updated to conform to amendments to the General Plan;~~

23. "Nonconforming Use" shall mean a use of a structure or land that was legally established prior to the effective date of this ordinance but which does not conform to the current provisions of the Zoning Ordinance or General Plan, ~~when and to the extent that the Zoning Ordinance has not been updated to conform to amendments to the General Plan.~~

9.1.1604 Design Review

a. Purpose and Findings.

1. Purpose. The purpose of this section is to provide the process for the review and analysis of proposed projects' design, including site plans, architectural elevations, conceptual landscape plans, and other physical development for all lots within all zoning districts. Design review control should be the minimum necessary to ensure compliance with the applicable sections of the zoning ordinance and achieve the purposes, intents, and goals of the Oakley Residential Design Guidelines and Oakley Commercial and Industrial Design Guidelines.

2. Findings. The City Council finds that:

i. The design, appearance, and manner of development of all properties within the City have a substantial relationship with the characteristics of public and private places that make a community visually interesting, functional, and a source of community pride.

ii. Development within the City should be in a manner that is of high quality and allow for flexibility of unique solutions to enhance a project's design so that it can be successfully integrated into the existing fabric of the City, while preserving the City's human scale and sense of place.

iii. The quality of life and stabilization of property values are enhanced by project design that meets the criteria set forth in the Oakley Design Guidelines, Zoning Ordinance, and General Plan, as applicable.

iv. Design review is necessary to enhance project design, ensure quality development, maintain or enhance property values, and add to the visual character of the community and public health, safety, and welfare of Oakley residents.

b. Design Review Application Required.

1. Design Review shall be required in any residential, commercial, industrial or public and semi-public zoning district for any permitted or conditionally permitted establishment of use on a property that is not already developed with full frontage improvements and onsite improvements, for new above ground buildings or structures, whether intended to be permanent or temporary, for house plans, elevations and landscaping for any custom home or residential subdivision, for modification of the facade or color of a structure (with the exception of house colors proposed by individual property owners), or for any work that alters the existing grade of a property.

b.c. Design Review in Residential Zoning Districts.

1. Tentative Parcel Maps (less than 5 lots) and Single Lot Development.

i. Duty to Review.

A. The Zoning Administrator shall review each application for a building permit for a custom home or residential accessory structure on a single one-lot or for a Design Review application in conjunction with a tentative parcel map (a tentative map creating less than 5 lots) in a residential zoning district. The purpose of this review is to avoid substandard or marginal development and to ensure that improvements and development within residential zoning districts is substantially consistent with Oakley Municipal Code (OMC) Article 4 of Chapter 9.1 (District Regulations: Residential) and the adopted Oakley Residential Design Guidelines (residential design guidelines), as applicable.

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i.B. The Planning Commission shall review all Design Review applications related to non-residential uses otherwise permitted or conditionally permitted in residential districts.

ii. Procedure for Zoning Administrator Review.

A. If the Zoning Administrator finds that the application for a building permit or Design Review is consistent with the criteria adopted under OMC Article 4 of Chapter 9.1, Oakley Residential Design Guidelines, and state law, as applicable, the Zoning Administrator shall approve issuance of the building permit or Design Review.

B. If the Zoning Administrator finds the application for a building permit or Design Review is inconsistent with the criteria adopted under OMC Article 4 of Chapter 9.1 or the Oakley Residential Design Guidelines, the Zoning Administrator shall provide comments to the applicant so that the applicant may revise the application for a

building permit or Design Review in order to reach consistency with OMC Article 4 of Chapter 9.1 and the Oakley Residential Design Guidelines.

C. If the Zoning Administrator is in doubt as to whether the application for a building permit or Design Review is consistent with the criteria in OMC Article 4 of Chapter 9.1 or the Oakley Residential Design Guidelines, the application for Design Review shall be heard by the Planning Commission as a regular calendar item. The Planning Commission shall act upon the application at its next regularly scheduled meeting where the item may be placed on the agenda.

2. Tentative Maps (5 or more lots).—Duty to Review.

2.i. Duty to Review.

i.A. When an applicant or developer proposes a residential subdivision of five or more lots (tentative subdivision map) and proposes the house design and elevations at the same time of the subdivision approval process, the Design Review process shall be undertaken by the Planning Commission concurrently with the subdivision approval process and be heard as a public hearing item.

B. For residential Design Review applications filed separately from a tentative map, the Planning Commission shall act upon the application at a regularly scheduled meeting. The design review application shall be heard as a public hearing item.

ii. Procedure for Review.

A. If the Planning Commission finds that the Design Review application meets the Standards of Review for Design Review Application (section 9.1.1604(f) (OMC)), and is consistent with the criteria under OMC Article 4 of Chapter 9.1 and the Oakley Residential Design Guidelines or commercial and industrial guidelines, if applicable, the Planning Commission shall approve the design review application through adoption of a resolution.

e.d. Design Review in Commercial, Industrial and Public and Semi-Public Zoning Districts.

1. Duty to Review.

4.i. The Planning Commission or Zoning Administrator shall review each application for a building permit and/or Design Review application for any structure that is above ground or alters the existing grade in any commercial, industrial or public and semi-public zoning district, including plans to modify the façade or color of a structure significantly. The application for design review shall be referred to the Planning Commission for review and approval as a public hearing item, except for applications that fit the criteria in section 9.1.1604(d)(2)(ii), which may be reviewed and

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~~approved by the Zoning Administrator. The purpose of this review is to avoid substandard or marginal development and to ensure that improvements and development within these zoning districts is substantially consistent with Oakley Municipal Code (OMC) Articles 5, 6 and 7 of Chapter 9.1 (District Regulations: Commercial, Industrial and Public and Semi-Public) and the adopted Oakley Commercial and Industrial Design Guidelines, as applicable.~~

2. Procedure for Review.

~~i. The application for design review shall be referred to the Planning Commission for review and approval as a public hearing item, except for applications that fit the criteria in section 9.1.1604(e)(2)(iii), which may be reviewed and approved by the Zoning Administrator.~~

ii.i. If the Planning Commission finds that the Design Review application meets the Standards of Review for Design Review Application (section 9.1.1604~~(fe)~~ (OMC)), and is consistent with the criteria under OMC Articles 5, 6 and 7 of Chapter 9.1 and the Oakley Commercial and Industrial Design Guidelines, as applicable, the Planning Commission shall approve the design review application through adoption of a resolution.

iii.ii. The Zoning Administrator may review and approve an application for design review filed in compliance with section 9.1.1604 if it falls within any of the following categories:

A. A detached accessory structure on a lot with an occupied main building where the detached accessory structure is not highly visible from public view and built for the purposes of storage of materials rather than occupancy.

B. An addition to a main building where the gross floor area of the addition is less than 10,000 square feet or 25% of the existing gross floor area of the main building, whichever is less. (Ex. The maximum addition size to an existing 20,000 sq. ft. building that could be reviewed and approved by the Zoning Administrator is 5,000 sq. ft (25%).)

C. Re-facades or re-paints where the intent of the architecture and/or colors is significantly the same as existed on the building prior to the need for renovation. Significant changes in architecture or colors shall be heard by the Planning Commission as a regular calendar item. The Planning Commission shall act upon the application at its next regularly scheduled meeting where the item may be placed on the agenda.

iv.iii. If the Zoning Administrator finds that the application for a building permit meets the Standards of Review for Design Review Application (section 9.1.1604~~(ef)~~ (OMC)), and is consistent with the criteria under OMC Articles 5, 6 and 7 of

Chapter 9.1 and the Oakley Commercial and Industrial Design Guidelines, as applicable, the Zoning Administrator shall approve issuance of the building permit.

v-iv. If the Zoning Administrator is in doubt as to whether the application for a building permit is consistent with the criteria in this subsection, the application for design review shall be heard by the Planning Commission as a regular calendar item. The Planning Commission shall act upon the application at its next regularly scheduled meeting where the item may be placed on the agenda.

d.e. Design Review Application Requirements.

1. Application for a design review shall be filled by the owner of the property for which the permit is sought, or by the authorized representative of the owner; provided, however, that the City Council, upon written request of the owner's authorized representatives of the owners of the majority of the property in an area for which a development is being proposed, may authorize the filing of an application without the approval of all the property owners or their authorized representatives if the City Council determines that to do so is in the best interest of the City. Application shall be made to the Planning Division on forms furnished by the Community Development Department and shall be full and complete.

e.f. Standards for Review of Design Review Applications.

1. The Planning Commission or Zoning Administrator shall consider the following aspects of each application (found in the Commercial and Industrial Design Guidelines) to the extent they are applicable to each project:

i. Site planning, including building siting (location), setback and orientation; entries, circulation and parking; landscape setbacks and buffers; and location of trash, loading and service areas, and mechanical equipment.

ii. Architecture, including massing and grouping; facades, entries and roofs; materials and colors; and screening of trash, loading and service areas, and mechanical equipment.

iii. Landscaping and site elements, including general landscape areas; entry and plaza enhancements; parking lot landscaping; walls and fences; and lighting.

iv. Streetscapes, including major community entries; highlighted intersections; and district entries.

f.g. Duration of Design Review Approval.

1. A design review approval shall terminate according to its terms, if any, or upon the expiration of one year from the approval date, unless a building permit or grading permit related to the project associated with the design review approval has

been issued. An extension of time may be granted by the same decision making body that approved the original design review approval upon written request by the applicant filed within the effective period of the original approval.

g-h. Noticing and Hearing Procedures.

1. Noticing requirements.

i. For hearings by the Planning Commission, notice of the time and place when the application will be considered shall be given as follows:

A. The time and place of the hearing;

B. A general explanation of the matter to be considered, including a description of the area affected;

C. Any other information the Zoning Administrator considers necessary or desirable.

2. Time and manner for giving notice.

i. Unless otherwise specified, the notice of the time and place of the hearing shall be given by mailing notice postage prepaid at least 10 days prior to the date of the scheduled hearing to the applicant, each person who has filed a request for the notice, and to each owner of property within 300 feet of the subject property's property lines. In the case of an appeal, a notice shall also be mailed to the person filing the appeal.

3. Written findings required.

i. For design review applications requiring Planning Commission review, written findings shall be made for the decision, whether for approval or denial. Written findings for the decision shall also be made in the case of an appeal.

ii. For design review applications that fall under the review of the Zoning Administrator, written findings for the decision to approve the building permit shall not be required.

4. Authority to adopt conditions of approval.

i. The Planning Commission may adopt conditions of approval in the approving resolution for design review if it finds that the proposed design does not meet the applicable design review standards.

5. Appeal procedures.

i. Any person aggrieved by the action of the reviewing authority, whether it be the Zoning Administrator or Planning Commission, may file a written notice to appeal the action to the next highest reviewing authority as prescribed in this article. If no written appeal is filed, the action taken on the application is final.

ii. A written appeal shall be filed with the Planning Division within 10 days of the decision to approve the design review. Incomplete appeals or appeals submitted after 10 days of the decision to approve the design review will not be accepted.

iii. A written appeal shall be accompanied by a written statement explaining the grounds for appeal and payment of the appeal fee, as prescribed in the City's adopted fee schedule at the time the appeal is filed.

iv. In the case where the City Council acts on behalf of the Planning Commission, an appeal of the decision may not be filed.

h.i. Penalty for Violations.

1. A person who builds or maintains a building or structure in violation of the requirement of design review approval prescribed in this article is guilty of an infraction and shall be punished as provided in section 1.5.102 et. al. Each day or a portion thereof that a violation exists is a separate offense and shall be punished as such.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OAKLEY MAKING FINDINGS AND ADOPTING ZONING ORDINANCE TEXT AMENDMENTS TO OAKLEY MUNICIPAL CODE SECTIONS 9.1.202 (DEFINITIONS), 9.1.404 (SINGLE-FAMILY RESIDENTIAL DISTRICTS), 9.1.1502 (NONCONFORMING USES), AND 9.1.1604 (DESIGN REVIEW) (RZ 03-15)

The City Council of the City of Oakley does ordain as follows:

SECTION 1. Subsection 9.1.202(b)36 of Section 9.1.202 of the Oakley Municipal Code, titled "Definitions", is hereby amended in its entirety as follows:

"36. Fence(s) shall mean a vertical, freestanding barrier or enclosure constructed of wood, masonry or metal which supports no load other than its own weight.

a. "Closed Fence" shall mean a fence in which more than 50 percent (50%) of the total surface area of the fence is solid material that cannot be seen through when viewed perpendicular to the face of the fence.

b. "Open Fence" shall mean a fence in which openings between the materials of which the fence is constructed represent not less than fifty percent (50%) of the total surface of the fence when viewed perpendicular to the face of the fence. For the purposes of example only, an open-picket style fence consisting of vertical slats or board measuring four inches across would be considered an open fence if there were at least four inches of open space between each picket."

SECTION 2. Subsection 9.1.202(b)84 of Section 9.1.202 of the Oakley Municipal Code, titled "Definitions", is hereby amended in its entirety as follows:

"84. "Structure" means anything permanently or temporarily constructed or erected on land, except: (1) fences as defined in this chapter, (2) sidewalks, gateways, pipes, meters, meter boxes, manholes, and mailboxes, and (3) poles, wires, pipes and other devices, and their appurtenant parts, for the transmission or transportation of electricity and gas for light, heat or power, or of telephone and telegraphic messages, or of water."

SECTION 3. Subsection 9.1.404(f)6 of Section 9.1.404, titled "Single-Family Residential Districts", is hereby amended in its entirety, as follows:

"6. In addition to the above minimum requirements, additional setback provisions, included but not limited to the provision for providing larger side yard setbacks adjacent to the garage to provide room for side-yard RV and boat parking, are included in the City of Oakley Residential Design Guidelines."

SECTION 4. Subsection 9.1.1502(b) of Section 9.1.1502, titled "Nonconforming Uses", is hereby amended in its entirety, as follows:

"b. Definitions.

1. "Expansion or Intensification" means an enlargement, addition, relocation, repair, remodeling, increase in the number of dwellings or rooming units, any increase in occupancy or tenants, change in use, or any other change in an activity or facility.

2. "Nonconforming Structure" shall mean a structure that was legally constructed prior to the effective date of this ordinance but which does not conform to the current provisions of the Zoning Ordinance or General Plan;

3. "Nonconforming Use" shall mean a use of a structure or land that was legally established prior to the effective date of this ordinance but which does not conform to the current provisions of the Zoning Ordinance or General Plan."

SECTION 5. Section 9.1.1604, titled "Design Review", is hereby amended in its entirety, as follows:

"9.1.1604 Design Review

a. Purpose and Findings.

1. Purpose. The purpose of this section is to provide the process for the review and analysis of proposed projects' design, including site plans, architectural elevations, conceptual landscape plans, and other physical development for all lots within all zoning districts. Design review control should be the minimum necessary to ensure compliance with the applicable sections of the zoning ordinance and achieve the purposes, intents, and goals of the Oakley Residential Design Guidelines and Oakley Commercial and Industrial Design Guidelines.

2. Findings. The City Council finds that:

i. The design, appearance, and manner of development of all properties within the City have a substantial relationship with the characteristics of public and private places that make a community visually interesting, functional, and a source of community pride.

ii. Development within the City should be in a manner that is of high quality and allow for flexibility of unique solutions to enhance a project's design so that it can be successfully integrated into the existing fabric of the City, while preserving the City's human scale and sense of place.

iii. The quality of life and stabilization of property values are enhanced by project design that meets the criteria set forth in the Oakley Design Guidelines, Zoning Ordinance, and General Plan, as applicable.

iv. Design review is necessary to enhance project design, ensure quality development, maintain or enhance property values, and add to the visual character of the community and public health, safety, and welfare of Oakley residents.

b. Design Review Application Required.

1. Design Review shall be required in any residential, commercial, industrial or public and semi-public zoning district for any permitted or conditionally permitted establishment of use on a property that is not already developed with full frontage improvements and onsite improvements, for new above ground buildings or structures, whether intended to be permanent or temporary, for house plans, elevations and landscaping for any custom home or residential subdivision, for modification of the façade or color of a structure (with the exception of house colors proposed by individual property owners), or for any work that alters the existing grade of a property.

c. Design Review in Residential Zoning Districts.

1. Tentative Parcel Maps (less than 5 lots) and Single Lot Development.

i. Duty to Review.

A. The Zoning Administrator shall review each application for a building permit for a custom home or residential accessory structure on a single lot or for a Design Review application in conjunction with a tentative parcel map (a tentative map creating less than 5 lots) in a residential zoning district.

B. The Planning Commission shall review all Design Review applications related to non-residential uses otherwise permitted or conditionally permitted in residential districts.

ii. Procedure for Zoning Administrator Review.

A. If the Zoning Administrator finds that the application for a building permit or Design Review is consistent with the criteria adopted under OMC Article 4 of Chapter 9.1, Oakley Residential Design Guidelines, and state law, as applicable, the Zoning Administrator shall approve issuance of the building permit or Design Review.

B. If the Zoning Administrator finds the application for a building permit or Design Review is inconsistent with the criteria adopted under OMC Article 4 of Chapter 9.1 or the Oakley Residential Design Guidelines, the Zoning Administrator shall provide comments to the applicant so that the applicant may revise the application for a building permit or Design Review in order to reach consistency with OMC Article 4 of Chapter 9.1 and the Oakley Residential Design Guidelines.

C. If the Zoning Administrator is in doubt as to whether the application for a building permit or Design Review is consistent with the criteria in OMC Article 4 of Chapter 9.1 or the Oakley Residential Design Guidelines, the application for

Design Review shall be heard by the Planning Commission as a regular calendar item. The Planning Commission shall act upon the application at its next regularly scheduled meeting where the item may be placed on the agenda.

2. Tentative Maps (5 or more lots).

i. Duty to Review.

A. When an applicant or developer proposes a residential subdivision of five or more lots (tentative subdivision map) and proposes the house design and elevations at the same time of the subdivision approval process, the Design Review process shall be undertaken by the Planning Commission concurrently with the subdivision approval process and be heard as a public hearing item.

B. For residential Design Review applications filed separately from a tentative map, the Planning Commission shall act upon the application at a regularly scheduled meeting. The design review application shall be heard as a public hearing item.

ii. Procedure for Review.

A. If the Planning Commission finds that the Design Review application meets the Standards of Review for Design Review Application (section 9.1.1604(f) (OMC)), and is consistent with the criteria under OMC Article 4 of Chapter 9.1 and the Oakley Residential Design Guidelines or commercial and industrial guidelines, if applicable, the Planning Commission shall approve the design review application through adoption of a resolution.

d. Design Review in Commercial, Industrial and Public and Semi-Public Zoning Districts.

1. Duty to Review.

i. The Planning Commission or Zoning Administrator shall review each application for a building permit and/or Design Review application for any structure that is above ground or alters the existing grade in any commercial, industrial or public and semi-public zoning district, including plans to modify the façade or color of a structure significantly. The application for design review shall be referred to the Planning Commission for review and approval as a public hearing item, except for applications that fit the criteria in section 9.1.1604(d)(2)(ii), which may be reviewed and approved by the Zoning Administrator.

2. Procedure for Review.

i. If the Planning Commission finds that the Design Review application meets the Standards of Review for Design Review Application (section 9.1.1604(f) (OMC)), and is consistent with the criteria under OMC Articles 5, 6 and 7 of Chapter 9.1 and the Oakley Commercial and Industrial Design Guidelines, as

applicable, the Planning Commission shall approve the design review application through adoption of a resolution.

ii. The Zoning Administrator may review and approve an application for design review filed in compliance with section 9.1.1604 if it falls within any of the following categories:

A. A detached accessory structure on a lot with an occupied main building where the detached accessory structure is not highly visible from public view and built for the purposes of storage of materials rather than occupancy.

B. An addition to a main building where the gross floor area of the addition is less than 10,000 square feet or 25% of the existing gross floor area of the main building, whichever is less. (Ex. The maximum addition size to an existing 20,000 sq. ft. building that could be reviewed and approved by the Zoning Administrator is 5,000 sq. ft (25%)).

C. Re-facades or re-paints where the intent of the architecture and/or colors is significantly the same as existed on the building prior to the need for renovation. Significant changes in architecture or colors shall be heard by the Planning Commission as a regular calendar item. The Planning Commission shall act upon the application at its next regularly scheduled meeting where the item may be placed on the agenda.

iii. If the Zoning Administrator finds that the application for a building permit meets the Standards of Review for Design Review Application (section 9.1.1604(f) (OMC)), and is consistent with the criteria under OMC Articles 5, 6 and 7 of Chapter 9.1 and the Oakley Commercial and Industrial Design Guidelines, as applicable, the Zoning Administrator shall approve issuance of the building permit.

iv. If the Zoning Administrator is in doubt as to whether the application for a building permit is consistent with the criteria in this subsection, the application for design review shall be heard by the Planning Commission as a regular calendar item. The Planning Commission shall act upon the application at its next regularly scheduled meeting where the item may be placed on the agenda.

e. Design Review Application Requirements.

1. Application for a design review shall be filled by the owner of the property for which the permit is sought, or by the authorized representative of the owner; provided, however, that the City Council, upon written request of the owner's authorized representatives of the owners of the majority of the property in an area for which a development is being proposed, may authorize the filing of an application without the approval of all the property owners or their authorized representatives if the City Council determines that to do so is in the best interest of the City. Application shall be made to the Planning Division on forms furnished by the Community Development Department and shall be full and complete.

f. Standards for Review of Design Review Applications.

1. The Planning Commission or Zoning Administrator shall consider the following aspects of each application (found in the Commercial and Industrial Design Guidelines) to the extent they are applicable to each project:

i. Site planning, including building siting (location), setback and orientation; entries, circulation and parking; landscape setbacks and buffers; and location of trash, loading and service areas, and mechanical equipment.

ii. Architecture, including massing and grouping; facades, entries and roofs; materials and colors; and screening of trash, loading and service areas, and mechanical equipment.

iii. Landscaping and site elements, including general landscape areas; entry and plaza enhancements; parking lot landscaping; walls and fences; and lighting.

iv. Streetscapes, including major community entries; highlighted intersections; and district entries.

g. Duration of Design Review Approval.

1. A design review approval shall terminate according to its terms, if any, or upon the expiration of one year from the approval date, unless a building permit or grading permit related to the project associated with the design review approval has been issued. An extension of time may be granted by the same decision making body that approved the original design review approval upon written request by the applicant filed within the effective period of the original approval.

h. Noticing and Hearing Procedures.

1. Noticing requirements.

i. For hearings by the Planning Commission, notice of the time and place when the application will be considered shall be given as follows:

A. The time and place of the hearing;

B. A general explanation of the matter to be considered, including a description of the area affected;

C. Any other information the Zoning Administrator considers necessary or desirable.

2. Time and manner for giving notice.

i. Unless otherwise specified, the notice of the time and place of the hearing shall be given by mailing notice postage prepaid at least 10 days prior to the date of the scheduled hearing to the applicant, each person who has filed a request for the notice, and to each owner of property within 300 feet of the subject property's property lines. In the case of an appeal, a notice shall also be mailed to the person filing the appeal.

3. Written findings required.

i. For design review applications requiring Planning Commission review, written findings shall be made for the decision, whether for approval or denial. Written findings for the decision shall also be made in the case of an appeal.

ii. For design review applications that fall under the review of the Zoning Administrator, written findings for the decision to approve the building permit shall not be required.

4. Authority to adopt conditions of approval.

i. The Planning Commission may adopt conditions of approval in the approving resolution for design review if it finds that the proposed design does not meet the applicable design review standards.

5. Appeal procedures.

i. Any person aggrieved by the action of the reviewing authority, whether it be the Zoning Administrator or Planning Commission, may file a written notice to appeal the action to the next highest reviewing authority as prescribed in this article. If no written appeal is filed, the action taken on the application is final.

ii. A written appeal shall be filed with the Planning Division within 10 days of the decision to approve the design review. Incomplete appeals or appeals submitted after 10 days of the decision to approve the design review will not be accepted.

iii. A written appeal shall be accompanied by a written statement explaining the grounds for appeal and payment of the appeal fee, as prescribed in the City's adopted fee schedule at the time the appeal is filed.

iv. In the case where the City Council acts on behalf of the Planning Commission, an appeal of the decision may not be filed.

i. Penalty for Violations.

1. A person who builds or maintains a building or structure in violation of the requirement of design review approval prescribed in this article is guilty of an infraction

and shall be punished as provided in section 1.5.102 et. al. Each day or a portion thereof that a violation exists is a separate offense and shall be punished as such.

SECTION 6. California Environmental Quality Act (CEQA)

This project is exempt from environmental analysis under the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15601(b)(3), because it can be seen with certainty that the proposed amendments will not have a significant effect on the environment.

SECTION 7. Effective Date and Posting.

This ordinance shall take effect and be in force thirty (30) days from and after the date of its passage. The City Clerk shall cause the ordinance to be published within fifteen (15) days after its passage in a newspaper of general circulation, or by publishing a summary of the proposed ordinance, posting a certified copy of the proposed ordinance in the City Clerk's Office at least five (5) days prior to the City Council meeting at which the ordinance is to be adopted, and within fifteen (15) days after its adoption, publishing a summary of the ordinance with the names of the Council Members voting for and against the ordinance.

The foregoing ordinance was adopted with the reading waived at a regular meeting of the Oakley City Council on _____, 2015 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

APPROVED:

Doug Hardcastle, Mayor

ATTEST:

Libby Vreonis, City Clerk

Date



STAFF REPORT

Date: June 23, 2015
To: City Council
From: Nancy Marquez-Suarez, Asst. to the City Manager/HR Manager
SUBJECT: **Adopt Resolution Regarding 2015-16 Compensation and Benefits Program, Employee Salary Ranges and new Employee Classifications**

Approved and Forwarded to City Council:


Bryan H. Montgomery, City Manager

Summary and Background

This agenda item has three related parts:

- a) **Proposed 2015-16 Compensation and Benefits Program**
- b) **Approval of Employee Salary Ranges**
- c) **New Employee Classifications**

Attached is the current Compensation Policy originally adopted in June of 2001 and amended in 2008. The Policy outlines the process of determining employee compensation and benefits and of the establishment of salary ranges.

A key component of the Policy dictates the establishment of salary ranges using competitive market place survey data. The six comparative cities used to determine salary ranges are: Antioch, Benicia, Brentwood, Hercules, Pittsburg, and Pleasant Hill.

- a) Pursuant to the terms and provisions of the Policy, evaluating the City's financial condition and comparing compensation and benefits with the comparing cities, it is proposed that the merit range for employee compensation be 0% to 6%. If approved, each employee will undergo a comprehensive employee performance evaluation and the supervisor may recommend and the City Manager approve a salary increase of anywhere between 0% and 6% with any increase being effective the first pay period of August.

The other comparative cities mentioned in the Policy all provide a health insurance benefit that is significantly greater than what is currently provided to Oakley full-time employees (\$1,035 per month). The attached resolution proposes an increase of \$200 per month in this benefit.

The final element of the proposed Program is for the City to provide a 1% match toward a deferred compensation plan with the purpose of providing some funds and encouraging employees to set aside funds for post-retirement health related costs.

- b) Pursuant to the Policy, a comparative salary survey is to be conducted at least every two years. A survey was not conducted last year, but one has been prepared and almost all ranges are in need of adjustment. Each employee must be within the range, but these adjustments to the ranges do not mean an employee will receive a salary increase unless the employee's current salary is below the minimum of the established range.

Attached as Attachment A to the resolution are the proposed salary ranges for each employee job classification.

- c) As a part of the impending transition of all sworn Police personnel becoming City employees later in the fiscal year and for some additional staffing in the Department, the following are new employee classifications in the Police Department: Chief of Police, Police Lieutenant, Police Sergeant, Police Officer, Police Records Coordinator, and Police Records Technician. We are also proposing to add the position of Streets Maintenance Foreman, which would be filled by a current employee whose title has previously been Public Works Maintenance Worker II.

These job classifications are also found on Attachment A – identified with an asterisk. These primarily relate to new positions related to the establishment of an in-house Police Department. (The Human Resources Technician and Streets Maintenance Foreman positions are held by existing employees and are merely reclassifications).

Fiscal Impact

Approximately \$200,000 for this upcoming fiscal year to accommodate the various provisions outlined in the attached resolution.

Recommendation

Adopt the resolution approving the 2015-16 Compensation and Benefits Program, Employee Salary Ranges, and the new Employee Classifications.

Attachment

1. Compensation Policy
2. Resolution
3. Salary Ranges and New Employee Classifications - - also identified in Attachment A to the Resolution



COMPENSATION POLICY

A compensation policy states the City Council's policy regarding compensation of City employees and provides consistent guidelines in the setting of salary ranges and the movement of employees through the salary ranges.

COMPENSATION POLICY

Compensation for City employees is based upon a philosophy of recruiting a small, highly qualified staff, providing competitive compensation, and expecting a high level of work performance.

It is the intent of the City Council to establish a compensation policy, which will support and recognize innovation and exceptional performance. It is the City Council's policy that compensation is based on performance, therefore, individual compensation adjustments are not "automatic", step-oriented, or solely based on cost-of-living adjustments.

It is the City's goal to establish and maintain a compensation program reflective of its mission, vision, and values. The total compensation program offered includes wage/salary, incentive pay opportunities as applicable, and a wide range of benefits.

The City of Oakley Salary structure and ranges will be reviewed as necessary and will be based on the following criteria: (1) an evaluation of the City's ability to pay; (2) competitive market place survey data; (3) the relative value of each position; (4) individual performance; and (5) qualifications and experience.

The compensation program is designed to enable the City of Oakley to successfully attract, develop, retain, and reward employees for their knowledge and contributions.

The City also wishes to foster a team concept within the organization, recognizing the importance of a satisfied, productive, and cohesive workforce. In implementing this program, the following guidelines will be considered based upon the financial resources of the City.

1. Considerations in Establishing Compensation Package

A. Competitive Position – Establishment of Ranges

Employment classifications will be grouped into salary ranges. The salary ranges will include management and non-management employees. New or any modifications to salary ranges will be recommended by the City Manager and adopted by the City Council.

For each individual classification, the City will establish a salary range with a minimum and maximum salary. It is the City's objective to establish ranges that closely match the salary ranges of surveyed classifications at the mean (average) of the survey agencies. After reaching the maximum point, an employee has the opportunity to earn a lump sum merit award based on exceptional performance, but may not be considered for base salary increases unless his or her salary range is adjusted. Salary ranges for part-time employees will be set by the City Manager.

The City will analyze each individual classification as it best matches the classifications of the survey agencies. The salary ranges for classifications that are not closely matched will be set based on internal relationships or a relationship to a similarly surveyed classification.

B. Labor Market – Comparative Cities

The City has established the following comparative cities for salary setting purposes:

- Antioch
- Brentwood
- Hercules
- Pittsburg
- Benecia
- Pleasant Hill

C. Measurement of Competitive Position

In considering the City's competitive position, total cash compensation will be considered which includes base salary and any cash related additions to base salary. Benefits will be considered, but will not be a part of the direct compensation comparison.

D. Frequency of Salary Survey

At least every two years, the City's individual job classifications will be surveyed to assess the City's position relative to the comparative cities as described above. Benchmark classifications will be included in the survey along with other positions that may be common among the survey agencies. Salary ranges will be adjusted at the discretion of the City Council, if necessary to maintain the City's competitive position in the market, taking into consideration the City's financial situation.

2. Individual Employee Compensation

A. Employee Salary Adjustments

Individual compensation adjustments within the salary ranges will not be "automatic," step-oriented or based solely on cost-of-living adjustments, but will be based on 1) fiscal prudence, 2) objectives achieved, and 3) exceptional individual performance.

The City Manager sets the actual salaries for each employee to be hired within each City-Council approved salary range between the minimum point and the maximum point. On rare occasion, the City Manager may set a salary above the salary range maximum point. The City Manager has the ability to administratively move an individual within the salary range. (The City Council sets the actual salary of the City Manager). Periodically, the City Council will adopt revised salary ranges that take into consideration the competitive market place and the cost of living. When the City Council approves a new or adjusted salary range, the City Manager shall consider said adjustment as each affected employee is evaluated for a merit increase.

NOTE: The approved adjustment to a salary range does NOT automatically move the employee within the range, but grants the authority to the City Manager to consider such an increase based on merit, cost of living, and

competitiveness along with any other merit increase range approved by the City Council.

At the time employees are evaluated, the level of performance for each employee will be determined. The range for the percentage of any merit increase (x % - x %) will be determined by the City Council before July 1st of each year depending upon the City's competitive position in the market and taking into consideration the City's financial situation. Performance evaluations for all employees will then be conducted and any merit increase considered by the City Manager to be effective the first full pay period of August. (The City Manager will consider, when determining any merit increase, if an employee began employment near the first full pay period of August).

B. Recognition of On-going Innovation and Exceptional Performance (Annual Merit Award)

Employees who exhibit innovation and exceptional performance during the previous year may be eligible to receive a lump sum merit award as deemed appropriate by the City Manager. The award will not exceed 10%. Any award above this amount requires approval of the City Council.

3. Non-Salary Benefits

At least every two years, the City will review the benefits and related costs provided by the City's survey agencies, to assure the City remains competitive on the basis of total compensation and benefits. Any change in benefits will be approved by the City Council with consideration of the City's competitive position in the market and taking into consideration the City's financial situation.

Approved June 24, 2008

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY APPROVING THE 2015-16 COMPENSATION AND BENEFITS PROGRAM AND APPROVING NEW EMPLOYEE POSITION CLASSIFICATIONS AND ASSOCIATED SALARY RANGES

WHEREAS, the City Council adopted a Compensation Policy on June 25, 2001 and that was amended on June 24, 2008 establishing the City of Oakley's policy regarding employee compensation in conformance to City Ordinance 17-00; and

WHEREAS, pursuant to the Compensation Policy, the City conducts at least every two years a comparative salary and benefit study using the six comparative cities of Antioch, Benicia, Brentwood, Hercules, Pleasant Hill and Pittsburg; and

WHEREAS, a comparative salary and benefit study was conducted for Fiscal Year 2015-16; and

WHEREAS, the City Council also desires to set forth the compensation and benefits program for Fiscal Year 2015-16; and

WHEREAS, the City Council desires to approve new employee classifications and the corresponding salary ranges pursuant to the Compensation Policy.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Oakley hereby approves the following:

- 1) The Fiscal Year 2015-16 Compensation and Benefits Program shall include a 0% to 6% employee merit increase dependent upon supervisor recommendation after a comprehensive employee performance evaluation. Any adjustments will be effective the first pay period of August; and,
- 2) An additional \$200 per month towards the employee health insurance benefit; and
- 3) A 1% match toward a deferred compensation program intended to provide funds and encourage employees to set aside funds for post-retirement health related costs; and
- 4) The new Employee Position Classifications and Salary Ranges found in "Attachment A" that is attached hereto. (New classifications primarily reflect staffing needs stemming from the establishment of Oakley's Municipal Police Department).

The foregoing resolution was introduced at a regular meeting of the Council of the City of Oakley held on the 23rd day of June 2015 by the following vote:

AYES:
NOES:
ABSTENTIONS:
ABSENT:

APPROVED:

Doug Hardcastle, Mayor

ATTEST:

Libby Vreonis, City Clerk

Date

Attachment A

Employee Classifications & Salary Ranges 2015-16

Position	Current Range		Proposed 2015-16 Range	
	Minimum	Maximum	Minimum	Maximum
Administrative Assistant	\$ 3,273	\$ 4,048	\$ 3,575	\$ 4,405
Administrative Specialist (Public Works)	\$ 4,668	\$ 5,768	\$ 4,902	\$ 6,029
Assitant Engineer	\$ 6,032	\$ 7,465	\$ 6,132	\$ 7,590
Assistant to the City Manager (1)	\$ 7,540	\$ 9,480	\$ 8,406	\$ 10,517
Associate Engineer	\$ 6,563	\$ 8,080	\$ 6,970	\$ 8,579
Building Inspector I w/Cert (2)	Vacant		\$ 5,370	\$ 6,618
Building Inspector II w/Combo Cert	\$ 5,719	\$ 6,951	\$ 5,976	\$ 7,366
City Clerk (3)	\$ 7,854	\$ 9,903	\$ 8,261	\$ 9,562
Code Enforcement Manager	\$ 5,892	\$ 7,162	\$ 6,744	\$ 8,197
Code Enforcement Officer	Vacant		\$ 4,825	\$ 5,622
Code Enforcement Technician (4)	\$ 3,347	\$ 4,157	\$ 3,619	\$ 4,217
Economic Development Manager	\$ 7,837	\$ 9,859	\$ 8,427	\$ 10,453
Facilities Maintenance Worker (4)	\$ 2,869	\$ 3,604	\$ 3,431	\$ 4,208
Finance Director	\$ 10,889	\$ 13,557	\$ 10,546	\$ 13,366
Human Resources Technician (5) *	\$ 3,765	\$ 4,782	\$ 4,339	\$ 5,371
Human Resources Manager (1)	\$ 7,540	\$ 9,480	\$ 8,406	\$ 10,519
Paralegal (3)	\$ 7,854	\$ 9,903	\$ 5,475	\$ 6,655
Parks & Landscape Maintenance Div. Manager	\$ 7,447	\$ 9,142	\$ 7,610	\$ 9,487
Parks & Landscape Maintenance Foreman	\$ 4,585	\$ 5,572	\$ 5,466	\$ 6,429
Parks Laborer I	Vacant		\$ 3,122	\$ 3,997
Parks Laborer II	\$ 3,333	\$ 4,146	\$ 3,590	\$ 4,597
Permit Technician	\$ 4,668	\$ 5,768	\$ 4,734	\$ 5,849
Planning Manager	\$ 8,647	\$ 10,692	\$ 8,524	\$ 10,734
Police Chief *	Vacant		\$ 13,250	\$ 15,000

Police Lieutenant *	Vacant		\$ 11,000	\$ 12,500
Police Officer *	Vacant		\$ 7,000	\$ 8,800
Police Records Coordinator *	Vacant		\$ 6,134	\$ 7,567
Police Records Technician *	Vacant		\$ 3,780	\$ 4,595
Police Sergeant *	Vacant		\$ 8,500	\$ 10,500
Police Services Assistant	\$ 3,347	\$ 4,157	\$ 3,413	\$ 4,232
Program Coordinator (5)	\$ 3,813	\$ 3,813	\$ 4,310	\$ 5,306
Public Works Dir./City Engineer	\$ 11,020	\$ 13,730	\$ 11,507	\$ 14,612
Public Works Inspector I	Vacant		\$ 5,282	\$ 6,573
Public Works Inspector II	\$ 6,086	\$ 7,398	\$ 6,208	\$ 7,677
PW Maintenance Laborer I	\$ 2,340	\$ 3,553	\$ 3,187	\$ 3,934
PW Maintenance Laborer II	Vacant		\$ 3,665	\$ 4,524
Records Management Clerk	\$ 3,451	\$ 4,287	\$ 3,997	\$ 4,455
Recreation Manager (6)	\$ 6,156	\$ 7,567	\$ 6,708	\$ 8,220
Recreation & Events Coordinator	\$ 3,957	\$ 4,855	\$ 4,310	\$ 5,306
Senior Accountant	\$ 6,518	\$ 8,047	\$ 7,029	\$ 8,619
Senior Accounting Technician	\$ 4,758	\$ 5,888	\$ 4,907	\$ 6,073
Senior Civil Engineer	\$ 7,770	\$ 9,634	\$ 7,932	\$ 9,842
Senior Planner	\$ 7,475	\$ 9,359	\$ 7,093	\$ 8,838
Streets Maintenance Foreman *	Previously Vacant		\$ 5,466	\$ 6,429
Tree Laborer	\$ 2,166	\$ 2,513	\$ 3,049	\$ 3,705

* New Job Classification

(1) Employee serves in two positions (Human Resources Manager)

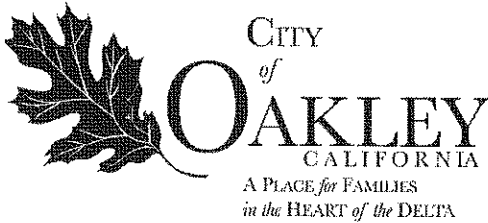
(2) One of two employee serves in both positions (Code Enforcement Officer)

(3) Employee serves in two positions (Paralegal)

(4) Employee serves in two positions (Code Enforcement Technician)


(5) Employee serves in two positions (YMWO Program Coordinator)

(6) Employee serves in added capacity of Webmaster



STAFF REPORT

Date: June 23, 2015
To: Bryan H. Montgomery, City Manager
From: Paul Abelson, Finance Director
 Kevin Rohani, City Engineer
SUBJECT: Approve Resolution Adopting the FY 2015 - 2016 Recommended Budget, Statement of Financial Policies, Appropriations Limit and 5-Year Capital Improvement Program (CIP) for Fiscal Years 2015-2016 through 2019-2020 and Making Findings Related Thereto

Approved and Forwarded to the City Council:

 Bryan Montgomery, City Manager

Background and Analysis

The City Council held a budget work session on May 26 to review and discuss the Preliminary City Fiscal Year 2015-2016 Operating and Capital Budgets, 5-Year Capital Improvement Plan (CIP) for Fiscal Years 2015-2016 through 2019-2020, and Statement of Financial Policies. The Preliminary Budget also included the City's Fiscal Year 2015-2016 Appropriations Limit calculation.

While no changes resulted from that discussion, the Recommended Budget does include several items that were not in the Preliminary Budget. First, it includes an additional \$60,000 for employee compensation, approximately \$30,000 to increase employees' pay, where necessary, to bring an employee's pay rate up to the lowest level of their classification's Fiscal Year 2015-2016 salary range as defined in the updated compensation policy; and approximately \$30,000 to provide for a new 1% match for employee tax deferred savings for retiree health (the City has not previously provided any compensation for retiree health). Second, the Recommended Budget includes the use of \$200,000 in General Fund reserves to extend dry utility infrastructure to internal parcels on City-owned property at 1530 Neroly Road (adjacent to Diamond Hills). The infrastructure improvements are necessary to facilitate the sale of the parcels, and the investment is expected to be recovered from future sales proceeds.

Highlights of the Recommended Budget include

Appropriations:

Total Fiscal Year 2015-2016 Recommended Appropriations by fund type are:

General Fund	\$16,442,165
Special Revenue Funds	\$14,962,548
Debt Service Funds	\$2,478,945

Subject: Approve Resolution Adopting the FY 2015 - 2016 Recommended Budget, Statement of Financial Policies, Appropriations Limit and 5-Year Capital Improvement Program (CIP) for Fiscal Years 2015-2016 through 2019-2020 and Making Findings Related Thereto

Date: June 23, 2015

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Capital Projects Funds	\$7,313,812
Internal Service Funds	\$1,617,452

General Fund Reserves:

The projected beginning unreserved, undesignated fund balance in the General Fund for the fiscal year 2015-2016 is approximately \$4.75 million, or approximately 31% of recommended fiscal year 2015-2016 General Fund expenditures before transfers. This includes the unspent police services transition set aside budgeted during 2014-2015 that will be carried over into the new fiscal year. The projected fiscal year-end unreserved, undesignated fund balance in the General Fund for fiscal year 2015-2016 is approximately \$3.7million, or approximately 24% of projected fiscal year 2016-2017 General Fund expenditures before transfers. The reduction in fund balance is primarily due to the use of fund balance for the police services transition and the added capital improvement project at 1530 Neroly Road described in the background and analysis section above.

A review of the 10 year plan, which anticipates the City's continued restoration of services and transfers for roadway maintenance, and the use of police services transition savings over time to augment police services, shows the reserve level dropping to the 20% minimum level required by the City's policies at the end of fiscal year 2023-2024.

Financial Policies:

In preparing the Budget each year, Staff provides an update on the comprehensive Statement of Financial Policies and proposes changes, if appropriate. The Preliminary Budget included a brief review of what is in the Statement, an assessment of whether the City is actually complying with each policy, and any recommendations for policy changes. This year, Staff recommended three changes – 1) to separately discuss any anticipated interfund loans in the Annual and Mid-Year Budget Report, and clarify that their approval by the City Council in the adoption of the Budget and Mid-Year Budget report constitutes the City Council's approval of the loans, if needed; 2) to authorize the City Manager to appropriate and use accrued benefits reserves, when needed for unbudgeted termination payouts, without returning to the City Council for separate approval; and 3) to improve the logistics of both accumulating and appropriating funds, as needed, in the Lighting and Landscaping District capital asset replacement/lifecycle reserves. Having received no objections to this proposal at the budget work session, these policy additions for FY 2015-2016 are included in the Recommended Budget.

Capital Projects:

Each year, the City's 5-Year CIP is presented to the Council with the Budget. Capital Projects planned for fiscal year 2015-2016 include new appropriations of \$6,340,000. Major projects include the Hill Avenue Multi-Use Trail, East Cypress Road Widening, Main Street Realignment (Vintage Parkway to 2nd Street), and the Highway 160 – Main

Subject: Approve Resolution Adopting the FY 2015 - 2016 Recommended Budget, Statement of Financial Policies, Appropriations Limit and 5-Year Capital Improvement Program (CIP) for Fiscal Years 2015-2016 through 2019-2020 and Making Findings Related Thereto

Date: June 23, 2015

Page 3 of 3

Street Gateway Sign and Landscaping Project. Other projects include street repair and resurfacing, sidewalk repairs, frontage gap closure improvements, traffic calming, and the Oakley Recreation Building rehabilitation project.

Appropriations Limit:

State Law requires the annual calculation of the City's Appropriation (Gann) 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 2015-2016 Limit at \$9,459,079. The calculation shown in the Budget shows last year's adjusted Limit and the growth factors used to calculate the Fiscal Year 2015-2016 Limit.

Fiscal Impact

The recommended operating and capital budgets total \$42,814,922 and are supported by estimated fiscal year 2015-2016 revenues and estimated June 30, 2015, fund balances.

A full discussion of the budget, and information regarding each fund's revenues and each fund and department recommended expenditures are included in the attached Recommended Budget document. A separate tab includes additional information about the Capital Improvement Plan.

Recommendation and Alternatives

Staff recommends the City Council adopt the attached Resolution that adopts the Fiscal Year 2015-2016 Recommended Budget, Statement of Financial Policies, Appropriations Limit, and CIP for Fiscal Years 2015-2016 through 2019-2020. As the City Council also currently serves in the role of the City's Planning Authority, the Resolution also includes the findings necessary for the City Council, as the Planning Authority of the City, to adopt the City's Recommended 5-Year Capital Improvement Plan for FY's 2015-2016 through 2019-2020, confirming the Plan is consistent with the adopted Oakley General Plan and meets the requirements of Section 65401 of the Government Code.

The Council, as always, has the option of making changes to Recommended Budget prior to adoption.

Attachments

- 1) Resolution
- 2) Recommended Budget for Fiscal Year 2015-2016
- 3) Recommended 5-Year Capital Improvement Plan for Fiscal Years 2015-2016 through 2019-2020

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY
TO ADOPT THE FY 2015-2016 RECOMMENDED BUDGET, STATEMENT OF
FINANCIAL POLICIES, APPROPRIATIONS LIMIT AND 5-YEAR CAPITAL
IMPROVEMENT PLAN (CIP) FOR FISCAL YEARS 2015-2016 THROUGH 2019-2020
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, 2015; 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, Appropriations Limit, and 5-Year Capital Improvement Plan; and

WHEREAS, that the City Council did on May 26, 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 the updated Statement of Financial Policies, Recommended Operating and Capital Budgets, Fiscal Year 2015-2016 Appropriations Limit Calculation, and a separate Recommended 5-Year Capital Improvement Plan for Fiscal Years 2015-2016 through 2019-2020; and

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 Authority 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 2015-2016 through 2019-2020 for the City of Oakley has been submitted and reviewed as to its conformance with the adopted Oakley General Plan by the Planning Authority; 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:

- 1) Acting as the Planning Authority of the City, hereby adopts the City's Recommended 5-Year Capital Improvement Plan for FY's 2015-2016 through 2019-2020 and confirms the Plan is consistent with the adopted Oakley General Plan; and
- 2) As the City Council, hereby adopts the FY 2015-2016 Recommended Budget, Statement of Financial Policies, FY 2015-2016 Appropriations Limit, and 5-Year Capital Improvement Plan for FY's 2015-2016 through 2019-2020.

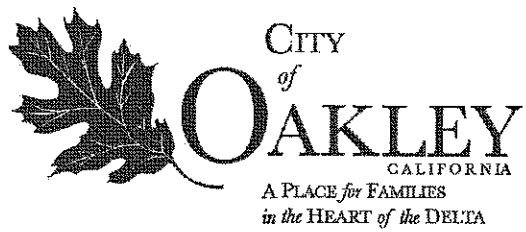
The foregoing Resolution was introduced at a regular meeting of the City Council of the City of Oakley held on the 23rd day of June 2015, and was adopted by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

MAYOR

ATTEST:

CITY CLERK

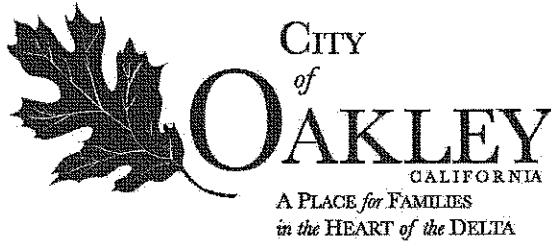


ANNUAL OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2015-2016

Recommended





CITY MANAGER'S BUDGET MESSAGE

Fiscal Year 2015-2016

INTRODUCTION

It is my pleasure to present the Fiscal Year 2015-2016 Recommended Budget for your consideration. The Budget is structurally balanced and, adding to last year's actions, includes further steps towards restoring services downsized during the recession. The City continues to see modest benefits from improvement in the local economy. Employment continues to improve gradually and both business and building activity continue to increase.

As always, we have developed the Recommended Budget with restraint and a focus on core services. The Budget includes some increases in revenue; most notably in building permit revenues, although property tax and sales tax revenues are also expected to increase. On the expenditure side, police services costs are expected to increase by approximately \$340,000; and the Budget includes \$450,000 from fund balance for the Police Department transition process. (In total, the budget includes approximately \$800,000 for this process; \$350,000 appropriated and largely unused in FY 2014-2015 that will be carried over and \$450,000 in new balance appropriations for FY 2015-2016). Also included are funds to continue the new events the City Council added in FY 2014-2015 and the month-to-month grant management consulting services contract with California Consulting.

Lastly, the Budget continues the restoration of annual allocations to augment roadway maintenance. Like last year, this focus on roads requires the continued phased restoration of allocations to the Equipment Replacement Reserve Fund, which leaves the projected balance in that fund below our policy threshold. We are able to do this again this year, as the Reserve fund balance remains above \$1,000,000. We will likely need to make additional contributions to the Reserve in the future; however, for now, restoring annual allocations to roadway maintenance continues to receive a higher priority, as you have directed.

Each year, we also look at the State Budget, to determine whether there are components likely to affect the local outlook for the City. The State's Fiscal Year 2015-2016 Budget was just recently updated, and the State continues to report better than expected revenues which is favorable to local agencies, leading us to expect the State Budget to include no city government takeaways. We will continue to monitor State budget discussions and report to you if there are any adjustments to the City's Budget due to State action.

As always, the Budget does not include all that we know is on the City's wish list, but what is presented here remains lean, structurally balanced, and true to the City's current strategic priorities, as you have approved in the City's Strategic Plan.

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. Towards that end, just some of the accomplishments from this past year include:

- Installed safety improvements in the City's parks, including advanced security cameras and the expanded the use of the automated irrigation system to improve water management and reduce maintenance costs for the affected City parks and streetscapes.
- Expanded the City's recreation programs in virtually every way – coordinated more classes, more City events, and served more participants (more than 22,000). First time events in FY 2014-2015 included the Hometown Holiday Decorating Contest, Youth Empowerment Workshop, and will include the upcoming Taste of Oakley, Oakley Film Festival and Showcase Oakley events.
- Increased public outreach, completed the City's first Leadership Academy, and held Economic Development workshops to hone local entrepreneurs' skills in preparing and executing business plans and using social media in marketing their businesses.
- Prepared and approved the proposed 2015-2023 Housing Element Update
- Prepared and approved a General Plan and Zoning Scoping Report
- Implemented AB 939 (Resource Recycling) Planning Documents
- Approved entitlements for 16 separate residential and commercial developments

- Assisted with the opening of the new Grocery Outlet Store, and successfully prepared downtown spaces for the Mr. Pickle's sandwich shop and Guanato's Ice Cream.
- Amended and implemented an updated and self-funded Residential Rental Inspection Program.
- Successfully obtained grants for roadway materials (\$60,000), park materials (\$58,000), a Priority Development Area Planning Grant (\$100,000), an additional You Me We = Oakley grant (\$40,000), a Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) grant for \$1,461,000, and a \$1,029,000 One Bay Area Grant funds for roadway work. In addition, grant applications are pending for a Housing Related Parks Program Grant (\$200,000), and a Highway Safety Improvement Program (HSIP) grant for intersection/signal improvements at Laurel/Rose (\$900,000); and efforts are underway to identify grants that would support development of an all abilities ball field, and to support both the transition and operations of the new in-house Police Department.
- Completed the study regarding the long-term delivery of Police Services, and begun moving forward with the transition to a mostly in-house model. The scheduled transition date is May 7, 2016.
- Refunded the City's 2006 Revenue Bonds, to yield approximately \$90,000 per year in additional funds for roadway improvements through 2036.
- Provided an initial contribution to the Street Maintenance Reserve Fund.

Related to the Successor Agency to the Oakley Redevelopment Agency:

- Resolved longstanding litigation with the State regarding the winding down of the Agency's affairs – the outcome led to the Agency's receiving cash in lieu of ownership of a small retail building and a larger mortgage on another building; and the Agency received its Finding of Completion, a necessary achievement in order to advance a Long-Term Property Management and Disposition Plan (PMP) and the refunding of Agency bonds;
- Completed preparation of the Agency's PMP, and obtained its local approval, authorizing its submittal to the State for their review (and it is currently proceeding through the State review process).
- Refunded the Oakley Redevelopment Agency's 2003 Tax Allocation Bonds, saving approximately \$1.6 million, most of which will be realized

over the next 5 years. The successful refunding is expected to enable the Successor Agency to pay all of the pass-through payments to local agencies it was unable to pay during the recession due to reductions in property tax revenues.

Capital projects completed or nearing completion this year include:

- Civic Center Amphitheater and Veterans Memorial site construction
- Main Street (Big Break Road to Vintage Parkway) Median Landscaping and Irrigation improvement project
- Traffic Safety Improvement project on O'Hara Avenue, Carpenter Road, and Brownstone Road
- Main Street (Bridgehead Road to Big Break Road) Resurfacing project
- Security Camera System installation at City parks
- Oxford Drive Neighborhood Traffic Calming project
- Main Street Storm Drain improvement project
- Completion of the downtown "Visioning" project and start of the design for Main Street (Norcross Avenue to Second Street) project
- Cypress Grove Irrigation Well construction
- Street Restriping project
- Curb, gutter, and sidewalk repair and replacement project
- Complete renovation of a Downtown park area now named "Dewey Park"
- Held community meeting for discussion on a potential City "Dog Park" and submitted grant application for Federal Land, Water, Conservation Fund Grant
- Renovations at Laurel Ballfields Park
- Numerous landscape improvements throughout the City including renovation of specific medians and planters on Oakley Road, Laurel Road, Empire Avenue (north and south of Laurel Road), and Oakley Ranch

GENERAL FUND

The Recommended General Fund Budget reflects our continued commitment to keeping City administrative operations lean and ensuring the budget reflects a focus on the City's highest priorities: public safety, economic development, completion of capital projects, and maintenance of the City's neighborhoods, parks and roadways.

The General Fund Budget includes \$15,353,153 in estimated revenues, and \$16,442,165 in proposed expenditures. Recurring revenues are approximately \$15,342,000, approximately \$771,000 more than currently projected Fiscal Year 2014-2015 revenues. The increase is largely due to increases in estimated building permit revenues, as well as property taxes, sales taxes, and franchise fees. Recurring expenditures are approximately \$15,335,000, approximately \$881,000 more than currently projected for Fiscal Year 2014-2015, largely due to increases in police services, and General Fund contributions to augment roadway maintenance funding.

Available Fund Balance at June 30, 2016, is projected to be a healthy \$3.7 million, or approximately 24% of projected Fiscal Year 2016-2017 recurring expenditures (policy is to maintain at least a 20% reserve).

Lastly, as noted in the 10-Year Plan, the Budget has been prepared to ensure that recurring revenues remain in excess of recurring expenditures. To accomplish this and to meet the City's highest priorities as we recover from the recession, allocations to the City's Equipment Replacement Reserve are being increased more slowly, and annual allocations to capital projects for roadway maintenance more rapidly.

TRANSFERS

In pre-recession years, the Budget included larger recurring transfers for road maintenance and for the Main Street Fund. This year's Preliminary Budget includes reduced transfers for what is now the sixth year – although we are recovering and have increased these transfers significantly. In addition, it contains our second and increased allocation to the Street Maintenance Reserve Fund. The Preliminary Budget includes the following transfers:

- \$425,000 to the General Capital Projects Fund: \$225,000 for street maintenance, \$200,000 to extend dry utilities to several City-owned parcels at 1530 Neroly Road.
- \$150,000 to the Main Street Fund, and
- \$150,000 to the Street Maintenance Reserve Fund.

PROPOSED MODIFICATIONS TO FINANCIAL POLICIES

As in prior years, Staff has reviewed the City's existing Comprehensive Statement of Financial Policies to determine if any updates are necessary and/or desirable. In the past, the City's Policies included one that requires interfund loans be approved by City Council Resolution. Staff considered those items that were approved in the City's Budget or Mid-Year Budget (that are approved by City Council Resolution) as meeting the policy; however, this past year, the City's Auditors interpreted the policy to require a stand-alone resolution and recommended the Policy be updated for clarification. Therefore, Staff recommends the policy be updated to acknowledge that the Budget, Mid-Year Budget or other Resolution all meet the criteria. Staff committed to adding a separate narrative section to the Budget and Mid-Year Budget reports to highlight any proposed/potential interfund loans, and implemented the practice with the Fiscal Year 2014-2015 Mid-Year Budget Report.

Additional changes to the Financial Policies include adding authorization for the City Manager to release and appropriate accrued benefits reserves for its intended use, when needed, to pay out accruals at employees' separation. This is to correct an omission in the prior policy. (It required the accumulation of reserves, but provided no authorization for their appropriation).

Lastly, changes are included to update policies related to the accumulation and appropriation of Landscaping District capital asset lifecycle/replacement reserves. Last year, the City Council approved the recasting of the prior replacement reserves, to include other long-term maintenance needs, and the changes to the policy proposed improve the logistics of both accumulating the necessary reserves, and appropriating funds, as needed, for the now broader uses.

GOALS AND OBJECTIVES FOR FISCAL YEAR 2015-2016

The Strategic Plan for 2014-2016 includes an extensive list of City goals and objectives with the following areas of focus:

- Business and Job Growth
- Planned, Quality Growth
- Community Infrastructure and Traffic Safety
- Downtown & Main Street Revitalization and Enhancement
- Public Safety
- Parks, Streetscapes and Recreational Opportunities
- Financial Stability and Sustainability
- Community Outreach, Communication and Participation
- Political Leadership and Stability
- Operational Excellence

The Recommended Budget reflects allocations to the City Council's existing priorities, including public safety, infrastructure maintenance, economic development, and code enforcement. In addition, the following are some of the more significant goals and objectives for Fiscal Year 2015-2016:

- Continue to implement the City's Economic Development Work Plan
- Complete construction of the capital projects in the Fiscal Year 2015-2016 Capital Improvement Plan
- Complete the State-mandated Regional Housing Needs Assessment rezoning requirement
- Complete the transition to an in-house police service model
- Obtain final approval of the Successor Agency's Long-Range Property Management and Disposition Plan.

LANDSCAPE MAINTENANCE CHALLENGE UPDATE

We continue to face the challenge of better ensuring the funding of our Lighting and Landscaping District maintenance costs. Current economic conditions still do not support additional assessments or taxes, and staff manages many of the funds simply at the bare minimum because adequate funds are not available. Two of the neighborhood zones remain structurally imbalanced, while nearly half the remaining zones are financially balanced, but challenged. A number of them can provide for current year operations, but are unable to set aside enough for less frequently needed maintenance, remediation and asset replacements.

Staff continues to manage District operations to live within our means; however, a longer-term solution will be necessary in the years ahead.

NEW INTERFUND LOANS

One of the City's financial policies is that interfund loans be approved by the City Council. Considering all aspects of the Recommended Budget, as presented, it appears that two funds will likely need a General Fund loan during Fiscal Year 2015-2016. Accordingly, Staff recommends the following interfund loans be approved as part of the Budget:

Fund 187 – Country Place, a loan of up to \$10,000. This landscaping zone contains Nutmeg Park. The park was constructed knowing that the annexation of future homes to the zone would be required for it to be able to collect assessments sufficient to perform proper regular maintenance. The annexations have not yet occurred, and the General Fund has, each year, provided loans to the Fund so that the work could be performed, and so that the General Fund can be repaid in the future when more revenues become available.

Fund 206 – Public Facilities Impact Fees, a loan up to \$35,000. This fund is used to account for public facilities impact fees from new development. The fees collected are currently committed first to pay the debt service on the 2006 Certificates of Participation. If these fees are not sufficient to pay the debt service in full, the General Fund is pledged to make up the shortfall. Development activity is projected to increase in Fiscal Year 2015-2016, but not quite enough for these impact fees to fully cover the Certificates' debt service. As is our practice, the recommendation is for this amount to be a loan, so that the General Fund may be repaid in the future when more revenues become available.

If funded, both loans will accrue interest at the City's investment earnings rate until repaid.

CAPITAL PROJECTS

Presented separately is the detailed Recommended Capital Improvement Program (CIP) with new funds totaling \$6.34 million. The majority of the new allocations are for infrastructure maintenance.

New construction and improvement projects include:

- Hill Avenue Multi-Use Trail
- East Cypress Road Widening
- Main Street Realignment (Vintage Parkway to 2nd Street)
- Highway 160 - Main Street Gateway Sign and Landscaping Project

In addition, maintenance projects include:

- Street repair and resurfacing
- Street Restriping
- Curb, Gutter, & Sidewalk repair and reconstruction
- Frontage Gap Closure improvements
- Storm Drain Improvements
- Traffic Calming
- Oakley Recreation Building Rehabilitation

CONCLUSION

As mentioned, this year's Recommended Budget remains lean, structurally balanced, and true to the City Council's strategic priorities. We thank you for your support and leadership in keeping Oakley on the path of growth and improvement.

Respectfully submitted,

A handwritten signature in black ink, reading "Bryan H. Montgomery". The signature is written in a cursive style with a large, sweeping flourish at the end.

Bryan H. Montgomery
City Manager



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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 38,789 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.



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ELECTED OFFICIALS & CITY MANAGEMENT TEAM

- CITY COUNCIL -

Doug Hardcastle, Mayor

Kevin Romick, Vice Mayor

Randy Pope, Councilmember

Sue Higgins, Councilmember

Vanessa Perry, Councilmember

- MANAGEMENT TEAM -

Bryan Montgomery, City Manager

Dan Gomez, Chief of Police

Paul Abelson, Finance Director

Kevin Rohani, Public Works Director/City Engineer

Libby Vreonis, City Clerk

Derek Cole, City Attorney

Joshua McMurray, Planning Manager

Lindsey Bruno, Recreation Manager

Dwayne Dalman, Economic Development Manager

Troy Edgell, Code Enforcement Coordinator

Nancy Marquez-Suarez, Assistant to the City Manager



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CITIZENS OF OAKLEY

CITY COUNCIL

CITY ATTORNEY

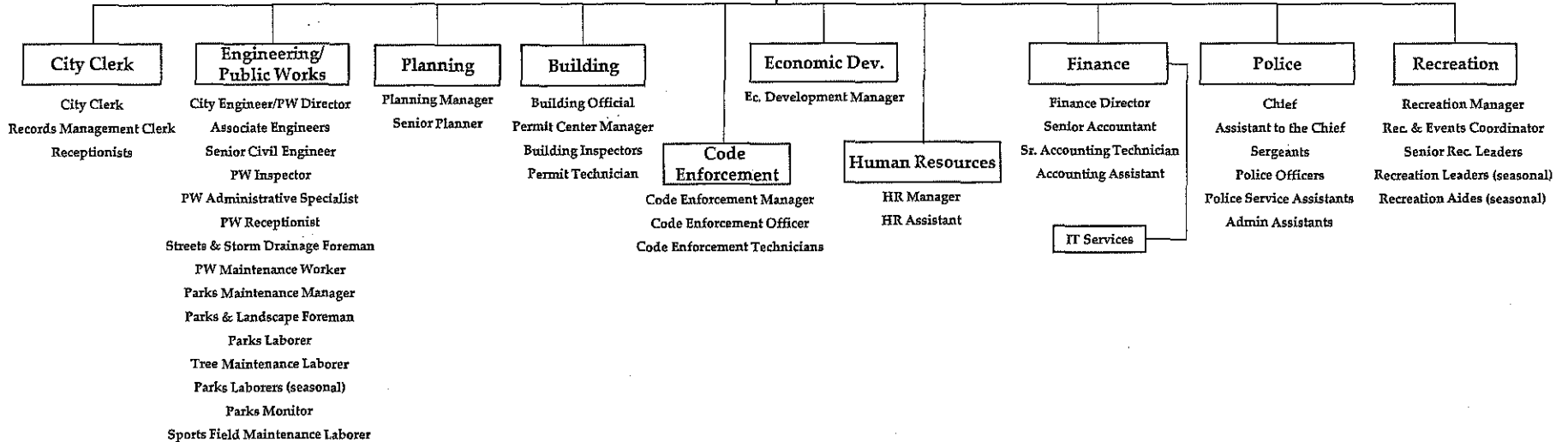
Special Counsel
Paralegal

CITY MANAGER

Assistant to the City Manager

Administrative Assistant
Maintenance Custodian

**You, Me, We = Oakley
Program Coordinator**



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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. 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).	Yes	

<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 older Lighting and Landscaping District zones do not have sufficient revenues to set aside enough to fund asset replacements when needed.</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>The budget will include the appropriation of available but unassigned fund balances in special purpose funds</p> <p>In the Lighting and Landscaping Funds, the budget will include an appropriation of Asset Lifecycle Replacement Program reserves in an "unassigned asset replacement reserves" line item in each fund, equal to 25% of the available reserve balance, up to \$100,000.</p> <p>Prior approval of the City Manager will be required for the assignment and/or use of these appropriations.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>	



<p>All recommended 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 bi-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 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>	<p>Yes</p>	
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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 (CIP).</p>	<p>Yes</p>	
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<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, Measure J, other street improvement funds, and the Street Maintenance Reserve Fund 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

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.	Yes	
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SHORT-TERM DEBT POLICIES

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.	Yes	
<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><u>Both the Original Budget adopted each year, and the Mid-Year Budget Report, will include a separate section identifying anticipated interfund loans, and the City Council's approval of these reports shall be approval of the interfund loans.</u></p>	Yes	<p>Added this section to clarify that inclusion of loans in either of the reports, approved by the Council, meets the policy objective.</p>

LONG-TERM DEBT POLICIES

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.	Yes	
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<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 type 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><u>Both the Original Budget adopted each year, and the Mid-Year Budget Report will include a separate section identifying anticipated interfund loans, and the City Council's approval of these reports shall be approval of the interfund loans.</u></p>	<p>Yes</p>	<p>Added this section to clarify that inclusion of loans in either of the reports, approved by the Council, meets the policy objective.</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>	
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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. Should the balance in the reserve fall below the 20% threshold, a plan to restore the level over a period of no more than five years shall be included in each proposed annual budget reviewed with the City Council until the reserve has been returned to at least 20%.</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. At each fiscal year end, the accumulated amount in the reserve shall be adjusted to 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</p>	<p>Yes</p>	

<p>pay out accumulated benefits requiring conversion to pay on termination).</p> <p><u>The City Manager may release and appropriate funds from this reserve during the year, but solely for terminal pay expenditures.</u></p>		<p>Added this year, as a provision for the use of the reserve was missing.</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 Street Maintenance Reserve Fund for the accumulation of funds for the long-term maintenance of the City's streets. The amounts transferred into the reserve will be used to augment the City's Gas Tax, Measure J, and other street improvement revenues in completing street maintenance and improvement projects. The reserve shall be considered fully funded when the balance and the combination of anticipated special revenues eligible for street maintenance is sufficient to pay for the next 3 years' anticipated maintenance. The City shall seek to fully fund the reserve by June 30, 2018.</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. 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>No</p>	<p>Transfers to the Reserve budgeted for FY 2015-2016 will not keep the reserve at the targeted level; however the balance is sufficient to fund all anticipated replacements.</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><u>Each year-end, until fully funded, all revenues in excess of expenditures in each landscaping district zone, shall increase the funds' capital asset lifecycle replacement reserve. Each zone's operating budget shall consider annual capital/asset lifecycle replacement needs. Park operating funds shall budget costs and use them to fund reserves for future equipment replacement and resurfacing needs.</u></p>	<p>Yes</p> <p>Yes</p>	<p>This new language is proposed to improve the implementation of the capital asset lifecycle reserve changes initiated last year.</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>	
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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>	
<p>The City will maintain liquid assets at a level sufficient to pay at least six months operating expenses.</p>	<p>Yes</p>	

ACCOUNTING, AUDITING & FINANCIAL REPORTING POLICIES

<p>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.</p>	<p>Yes</p>	
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<p>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.</p>	<p>Yes</p>	
<p>Fixed Assets shall be accounted for using the following useful lives: Buildings – 40 years Improvements – 5-15 years Machinery & Equipment – 5 years Vehicles – 5 years Roadways: Streets (Includes Pavement, Sidewalk, Curb & Gutters, Trees & Signs) – 40 years Traffic Signals – 25 years Street Lights – 40 years Bridges – 100 years Parks & 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	
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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 asset replacement or accrued benefits 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 asset replacement reserves, accrued benefits reserves and unassigned balances in special purpose funds.

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

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BUDGET SCHEDULE FY 2015-2016 BUDGET

Date	Function
January 21	2015-16 Budget Instructions Distributed
February 10	FY 2014-15 Midyear review with City Council
Week of February 16	Finance Available for Budget System Training to anyone needing assistance.
February 23	DH Strategic Planning Session
March 30	City Council Strategic Planning Session
Week of March 9	City Manager Discussions with DH's Individually, as needed
March 23	2015-16 Department Goals due to City Manager & Finance Director 2015-16 Operating Budgets due to Finance Director 2015-16 Final CIP Requests due to City Engineer
March 23 - April 2	Finance & Engineering Review Period
March 30	City Council Strategic Planning Session
April 6-17	City Manager Review Period
April 20-24	City Manager Reviews with DH's individually, as needed
April 30	2014-15 Departmental Accomplishments Due to City Manager & Finance Director
May 4-14	Preparation and Final City Manager Review of Proposed Budgets, CIP and Presentations
May 18-19	Production and Distribution of Proposed City, RDA and CIP Budgets to Council and Staff
May 26	Budget Public Work Session
June 23	2015-16 Budget Adoption

Fund #	Fund Name	Estimated Available Resources July 1, 2015	Estimated Revenues 2015/16	Recommended Expenditures 2015/16	Appropriation of Unassigned/ Available Fund Balances*	Appropriation of Asset Replacement Reserves	Estimated Available Resources July 1, 2016	Additional Appropriation of Available Asset Replacement Reserves*
100	General Fund**	\$ 4,750,371	\$ 15,353,153	\$ 16,442,165			\$ 3,661,359	
110	Comm Facilities Dist #1 (Cypress Grove)	\$ 1,121,424	289,000	198,650	1,211,774		\$ -	
123	Youth Development Fund	\$ -	7,000	7,000			\$ -	
125	You, Me, We = Oakley!	\$ -	78,183	78,183			\$ -	
132	Park Landscaping Zn 1 (Comm Parks)	\$ -	1,127,719	914,690			\$ 213,029	100,000
133	LLD Zone 2 (Streetlighting)	\$ -	320,360	320,360			\$ -	41,604
136	Agricultural Preservation	\$ 1,724	-	-	1,724		\$ -	
138	Economic Dev. Revolving Loan Program	\$ 275,000	-	-	275,000		\$ -	
140	Gas Tax Fund	\$ 806,251	810,351	1,558,721	57,881		\$ -	
145	Stormwater NPDES	\$ 1,042,362	461,000	872,047	631,315		\$ -	
148	Measure J	\$ 362,333	512,000	833,800	40,533		\$ -	
150	Police P-6 Fund	\$ -	3,421,500	3,421,500			\$ -	
151	Police SLESF Fund	\$ -	100,000	100,000			\$ -	
168	Athletic Field Maintenance Fund	\$ -	28,000	28,000			\$ -	
170	LLD Vintage Parkway	\$ -	73,714	73,714		1,358	\$ -	13,855
171	LLD Oakley Ranch	\$ -	26,446	26,446		300	\$ -	10,286
172	LLD Empire	\$ 5,846	4,534	4,534		15,075	\$ 5,846	16,136
173	LLD Oakley Town Center	\$ -	10,935	10,935		19,956	\$ -	11,684
174	LLD Oak Grove	\$ -	28,405	28,405			\$ -	13,804
175	LLD Laurel Woods/Luna Estates	\$ -	7,668	7,668		100	\$ -	16,874
176	LLD South Forty	\$ -	9,713	9,713		125	\$ -	4,716
177	LLD Claremont	\$ -	7,628	7,628		100	\$ -	3,997
178	LLD Gateway	\$ -	18,360	18,360		200	\$ -	45,832
179	LLD Countryside (Village Green)	\$ -	2,563	2,563		50	\$ -	4,948
180	LLD Country Fair (Meadow Glen)	\$ -	5,423	5,423			\$ -	-
181	LLD California Sunrise	\$ -	3,502	3,502		50	\$ -	14,084
182	LLD California Visions (Laurel)	\$ -	12,000	12,000		150	\$ -	32,197
183	LLD Claremont Heritage	\$ -	18,240	8,715			\$ 9,525	45,586
184	LLD Country Fair (Meadow Glen II)	\$ -	122,544	122,344			\$ 200	32,046
185	LLD Sundance	\$ -	8,910	8,910		1,671	\$ -	1,125
186	LLD Calif Jamboree (Laurel Anne)	\$ -	117,548	117,548		9,343	\$ -	78,432
187	LLD Country Place	\$ -	31,400	40,730			\$ (9,330)	-
188	LLD Laurel Crest	\$ -	97,000	96,838			\$ 162	33,398
189	LLD Marsh Creek Glen	\$ 215,872	86,528	302,400		100,000	\$ -	42,656
190	LLD Quail Glen	\$ -	28,523	23,730			\$ 4,793	17,878
191	Cypress Grove	\$ -	267,170	236,200			\$ 30,970	96,020
192	South Oakley	\$ -	354,602	354,602		72,098	\$ -	67,739
193	Stone Creek	\$ -	29,250	15,903			\$ 13,347	35,983
194	Magnolia Park	\$ -	562,500	543,600			\$ 18,900	100,000
195	Summer Lakes	\$ -	242,282	242,282		147,299	\$ -	69,527
201	General Capital Projects	\$ 805,717	1,886,000	2,403,267	155,766		\$ 132,684	
202	Traffic Impact Fee Fund	\$ 315,530	1,800,000	1,672,267	443,263		\$ -	
204	Park Impact Fee Fund	\$ (28,813)	900,000	56,000	815,187		\$ -	
205	Childcare Impact Fee Fund	\$ 231,000	-	231,000			\$ -	
206	Public Facilities Impact Fee Fund	\$ (451,733)	558,000	590,535			\$ (484,268)	
207	Reserve for Qualifying Expenditures	\$ -	-	-			\$ -	
208	Fire Impact Fees Fund	\$ 79,841	125,000	1,500	203,341		\$ -	
209	Proposition 1B Fund	\$ -	-	-			\$ -	
211	WW Parks Grant	\$ -	-	-			\$ -	
221	2004-1AD Capital Projects	\$ -	64,000	64,000			\$ -	
231	Main Street Fund	\$ 302,686	150,000	404,000	48,686		\$ -	
235	Street Maintenance Reserve Fund	\$ 75,000	150,000	-	225,000		\$ -	
301	Developer Deposits Fund	\$ -	753,998	753,998			\$ -	
351	2006 COPs Debt Svc Fund	\$ 1,402	571,035	571,035			\$ 1,402	

<u>Fund #</u>	<u>Fund Name</u>	<u>Estimated Available Resources July 1, 2015</u>	<u>Estimated Revenues 2015/16</u>	<u>Recommended Expenditures 2015/16</u>	<u>Appropriation of Unassigned/ Available Fund Balances*</u>	<u>Appropriation of Asset Replacement Reserves</u>	<u>Estimated Available Resources July 1, 2016</u>	<u>Additional Appropriation of Available Asset Replacement Reserves*</u>
501	Equipment Replacement Fund	\$ 1,266,452	106,000	279,750	1,092,702		\$ -	
502	Capital Facilities Mtc and Replacement Fund	\$ 195,000	50,000	67,000	178,000		\$ -	
621	AD 2004-1 Debt Svc Fund	\$ 1,203,145	1,160,207	1,160,207			\$ 1,203,145	
622	AD 2006-1 Debt Svc Fund	\$ 565,660	747,703	747,703			\$ 565,660	
767	Successor Housing Agency	\$ -	14,400	14,400			\$ -	

*The Budget includes the appropriation of unassigned balances in special purpose funds so they can be assigned if needed during the year; although in the landscaping district funds, available resources appropriated for unanticipated asset replacements or remediations are shown in the appropriation of available asset replacement reserves pursuant to City policy.

**General Fund resources excludes the value of real estate held, which at June 30, 2015 is estimated at \$2.070 million. General Fund activity on this schedule also excludes interfund, interagency, and economic development loan activity, which are required by City policy or approved separately by the City Council.

New this year: Since all revenues in excess of expenditures at year end in the landscaping district funds are now added to each Fund's reserves for asset replacement, the estimated available resources at July 1, of each year are \$0, unless the reserve is fully funded. Appropriations from a prior year capital project will roll into the new year, as with all capital project appropriations, but otherwise, the beginning of the year available resources in these funds will be \$0.

A new column has also been added this year to show the amount of the replacement reserves included in the recommended expenditures. These reduce the amount of replacement reserves available for appropriation for unanticipated replacement or remediation activities.

2015-16 Position Allocation Summary					
	Position	Status	City of Oakley FTE	Contract FTE	Total FTE
City Council					
	Mayor	Elected	1.00		1.00
	Vice Mayor	Elected	1.00		1.00
	Councilmembers	Elected	3.00		3.00
	Total City Council Staffing:		5.00	0.00	5.00
Building					
	Building Official	Contract		0.40	0.40
	Permit Center Manager	Contract		0.60	0.60
	Building Inspector II	Employee	1.00		1.00
	Permit Technician	Employee	1.00		1.00
	Total Building Staffing:		2.00	1.00	3.00
Code Enforcement					
	Code Enforcement Manager	Employee	1.00		1.00
	Code Enforcement Officer/Building Inspector II	Employee	1.00		1.00
	Code Enforcement Technician	Employee	1.25		1.25
	Total Code Enforcement Staffing:		3.25	0.00	3.25
City Attorney					
	City Attorney	Contract		0.25	0.25
	Special Counsel	Contract		0.25	0.25
	City Clerk/Paralegal	Employee	0.30		0.30
	Total City Attorney Staffing:		0.30	0.50	0.80
City Clerk					
	City Clerk/Paralegal	Employee	0.70		0.70
	Records Management Clerk	Employee	1.00		1.00
	Receptionists	Employee	1.07		1.07
	Total City Clerk Staffing:		2.77	0.00	2.77
City Manager					
	City Manager	Employee	1.00		1.00
	Assistant to the City Manager/HR Manager	Employee	0.63		0.63
	Administrative Asst.	Employee	0.48		0.48
	Total City Manager Staffing:		2.10	0.00	2.10
Community Outreach					
	Assistant to the City Manager	Employee	0.32		0.32
	You Me We Project Coordinator	Employee	0.63		0.63
	Total Community Outreach Staffing:		0.95	0.00	0.95
Human Resources					
	Assistant to the City Manager/HR Manager	Employee	0.05		0.05
	Human Resources Assistant	Employee	0.38		0.38
	Total Human Resources Staffing:		0.43	0.00	0.43
Building Maintenance					
	Maintenance Custodian	Employee	0.75		0.75
	Total Building Maintenance Staffing:		0.75	0.00	0.75
Finance					
	Finance Director	Employee	1.00		1.00
	Senior Accountant	Employee	1.00		1.00
	Senior Accounting Technician	Employee	1.00		1.00
	Accounting Assistant	Employee	0.48		0.48
	Total Finance Department Staffing:		3.48	0.00	3.48

2015-16 Position Allocation Summary					
	Position	Status	City of Oakley FTE	Contract FTE	Total FTE
Information Technology					
	Network Engineers	Contract		0.60	0.60
	Total Information Technology Staffing:		0.00	0.60	0.60
Economic Development					
	Economic Development Manager	Employee	1.00		1.00
	Total Economic Development Staffing:		1.00	0.00	1.00
Planning					
	Planning Manager	Employee	1.00		1.00
	Senior Planner	Employee	1.00		1.00
	Total Planning Staffing:		2.00	0.00	2.00
Police					
	Chief	Employee	1.00		1.00
	Sergeants	Contract		5.00	5.00
	Officers	Contract		22.00	22.00
	Administrative Assistants	Employee	1.25		1.25
	Assistant to the Chief	Employee	0.48		0.48
	Police Services Assistants	Employee	2.00		2.00
	Total Police Department Staffing:		4.73	27.00	31.73
Public Works and Engineering					
	City Engineer/Public Works Director	Employee	1.00		1.00
	Associate Engineer	Employee	2.00		2.00
	Senior Civil Engineer	Employee	1.00		1.00
	Public Works Inspector	Employee	1.00		1.00
	Public Works Administrative Specialist	Employee	1.00		1.00
	Public Works Receptionist	Employee	0.36		0.36
	Streets Foreman	Employee	1.00		1.00
	Public Works Maintenance Worker I	Employee	1.00		1.00
	Parks Maintenance Manager	Employee	0.75		0.75
	Parks & Landscape Maintenance Foreman	Employee	1.00		1.00
	Parks Laborer	Employee	1.00		1.00
	Tree Maintenance Laborer	Employee	1.00		1.00
	Parks Laborers (Seasonal)	Employee	2.00		2.00
	Parks Monitor	Employee	0.25		0.25
	Sports Field Maintenance Laborer	Employee	0.38		0.38
	Total Public Works/Engineering Staffing:		14.73	0.00	14.73
Recreation					
	Recreation Manager	Employee	1.00		1.00
	Recreation and Event Coordinator	Employee	1.00		1.00
	Senior Recreation Leader	Employee	0.48		0.48
	Recreation Leader (Seasonal)	Employee	1.65		1.65
	Recreation Aide (Seasonal)	Employee	1.65		1.65
	Total Recreation Division Staffing:		5.78	0.00	5.78
	Total Contract Employees			29.10	29.10
	Total City Employees:			45.99	45.99
	Total Position Allocation Summary				75.09

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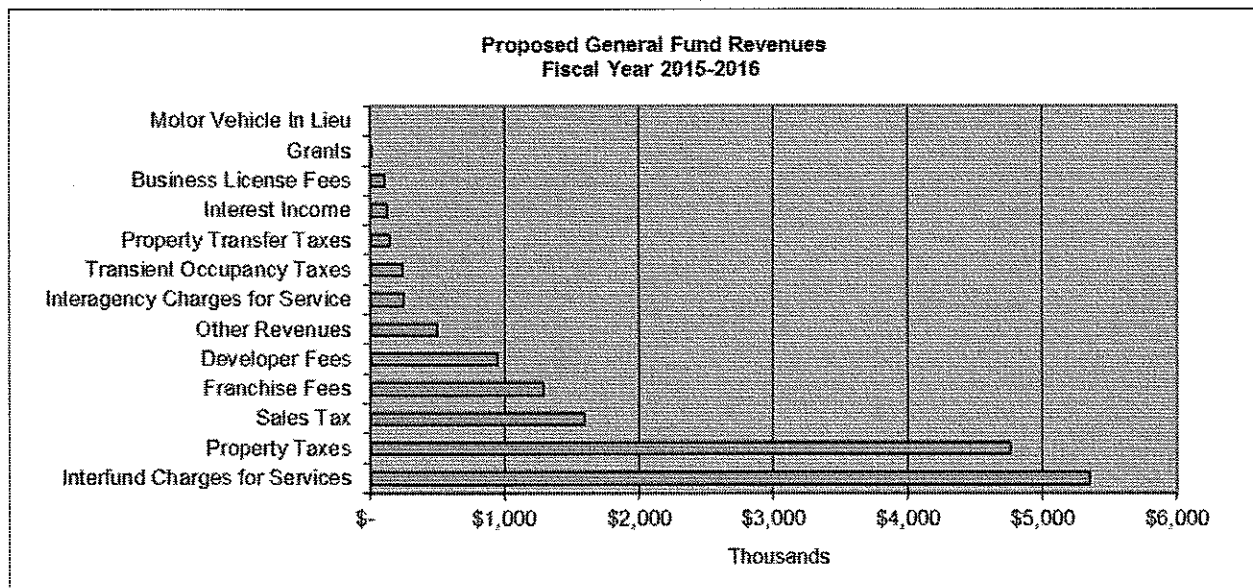
GENERAL FUND ESTIMATED REVENUES FY 2015-2016

Revenue	Actual 2012-2013 Revenues	Actual 2013-2014 Revenues*	Projected 2014-2015 Revenues*	Recommended 2015-2016 Revenues*
Interfund Charges for Services	\$5,108,438	\$4,818,000	\$5,228,000	\$5,357,000
Property Taxes (1)	\$4,180,722	\$3,868,000	\$4,494,000	\$4,763,000
Sales Tax (2)	\$1,617,770	\$1,521,000	\$1,346,000	\$1,598,000
Franchise Fees	\$1,115,304	\$1,230,000	\$1,243,000	\$1,293,000
Developer Fees	\$1,107,743	\$1,261,000	\$574,000	\$948,000
Other Revenues	\$456,495	\$523,000	\$554,000	\$501,000
Interagency Charges for Services	\$250,000	\$130,000	\$250,000	\$250,000
Transient Occupancy Taxes	\$195,941	\$195,000	\$240,000	\$240,000
Property Transfer Taxes	\$137,101	\$147,000	\$150,000	\$150,000
Interest Income	\$20,919	\$58,000	\$130,000	\$130,000
Business License Fees	\$106,743	\$111,000	\$107,000	\$110,000
Grants	\$19,946	\$41,000	\$19,000	\$12,000
Motor Vehicle in Lieu	\$18,727	\$16,000	\$16,000	
Sale of Property			\$135,000	

*2013-14, 2014-15 and 2015-16 data rounded to thousands

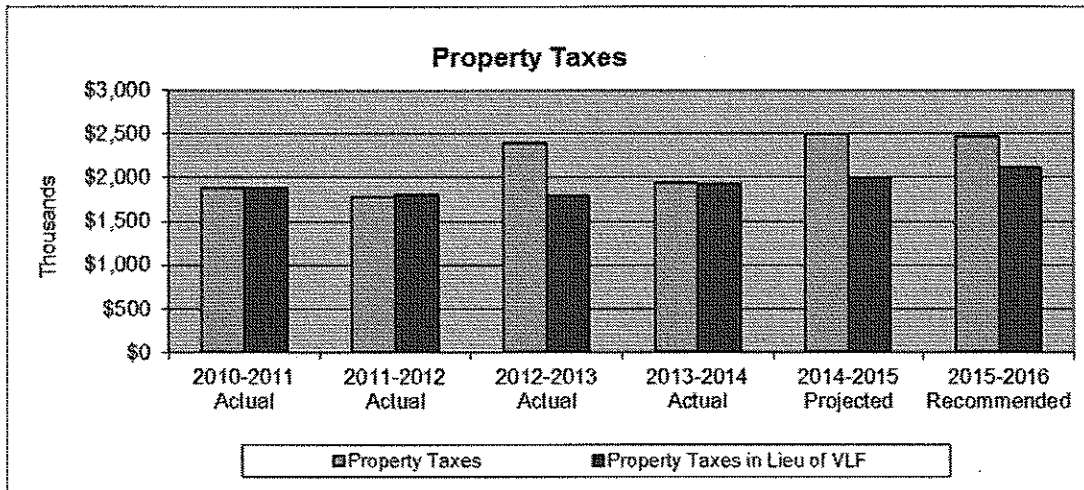
(1) 2012-13 Property Taxes include the repayment of the State's Prop 1A "Borrowing".

(2) 2014-15 Includes adjustments to recapture approximately \$180,000 of previously over-allocated Sales Tax for Dupont.



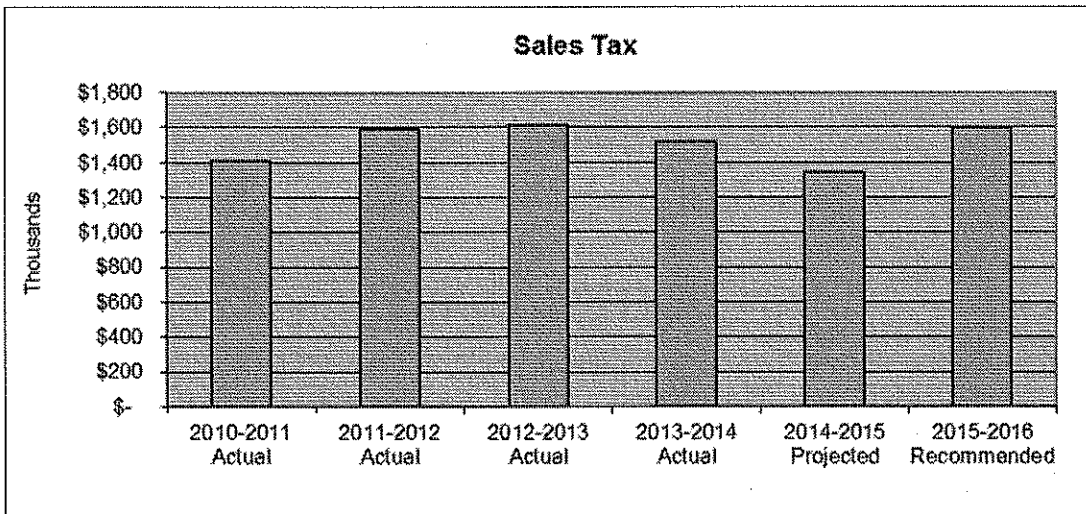
PROPERTY TAXES

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 2015-2016 anticipate an increase of 6% in citywide assessed values. The budget includes estimated 1% Property Taxes totaling \$2,642,000 and Property Taxes In Lieu Of Vehicle License Fees totaling \$2,121,000.



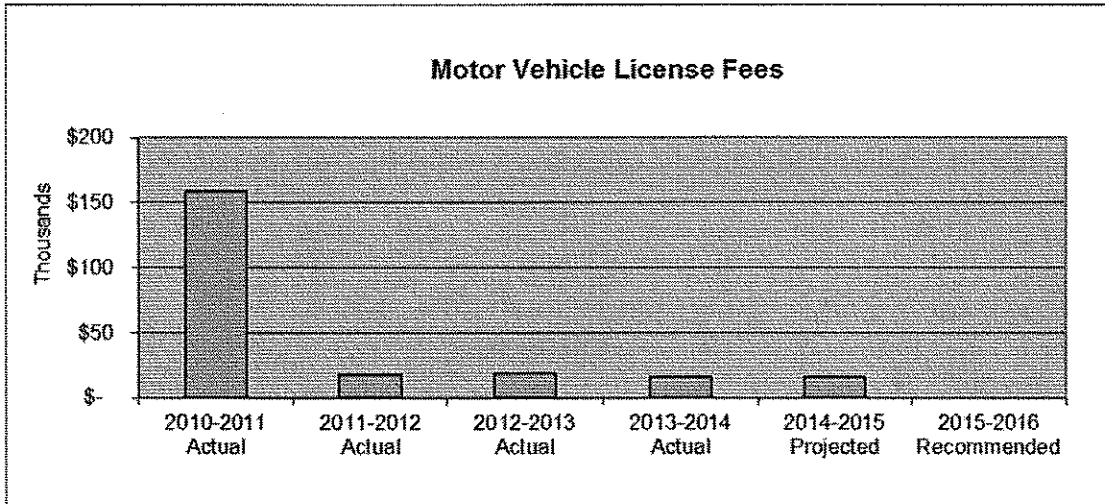
SALES TAX

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 2015-2016, the estimated sales taxes are \$1,598,000, an increase of 4.8% after adjusting for the recapture of previously over-allocated Dupont sales taxes, reflecting the impact of the improving local economy.



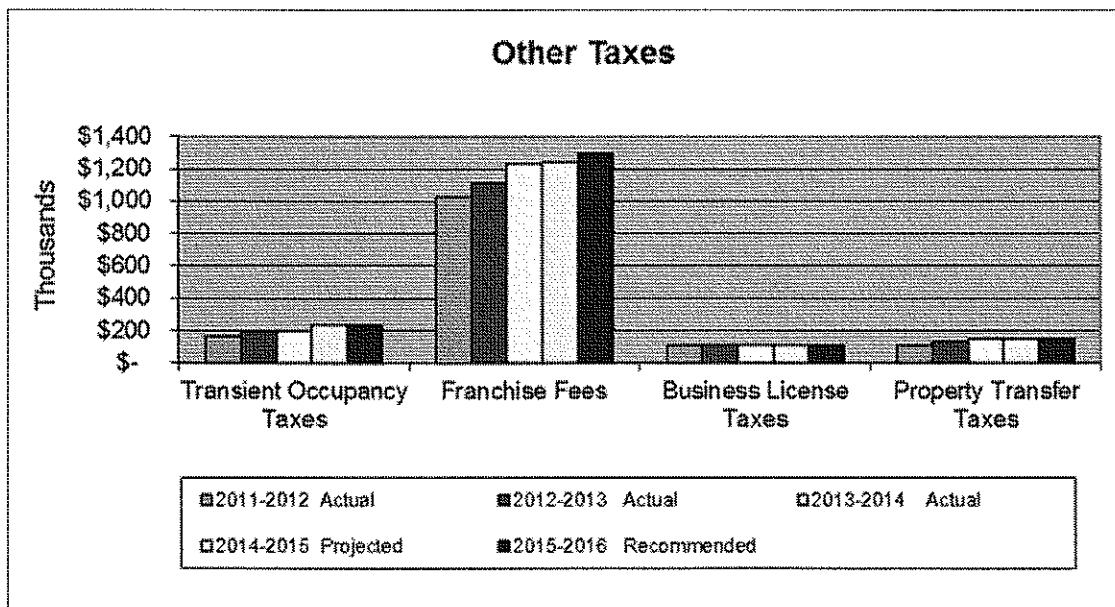
MOTOR VEHICLE IN LIEU FEES

The State ended allocations of Motor Vehicle in Lieu fees to local governments in fiscal year 2011-2012, and other than prior years' true ups, no future revenues are expected.



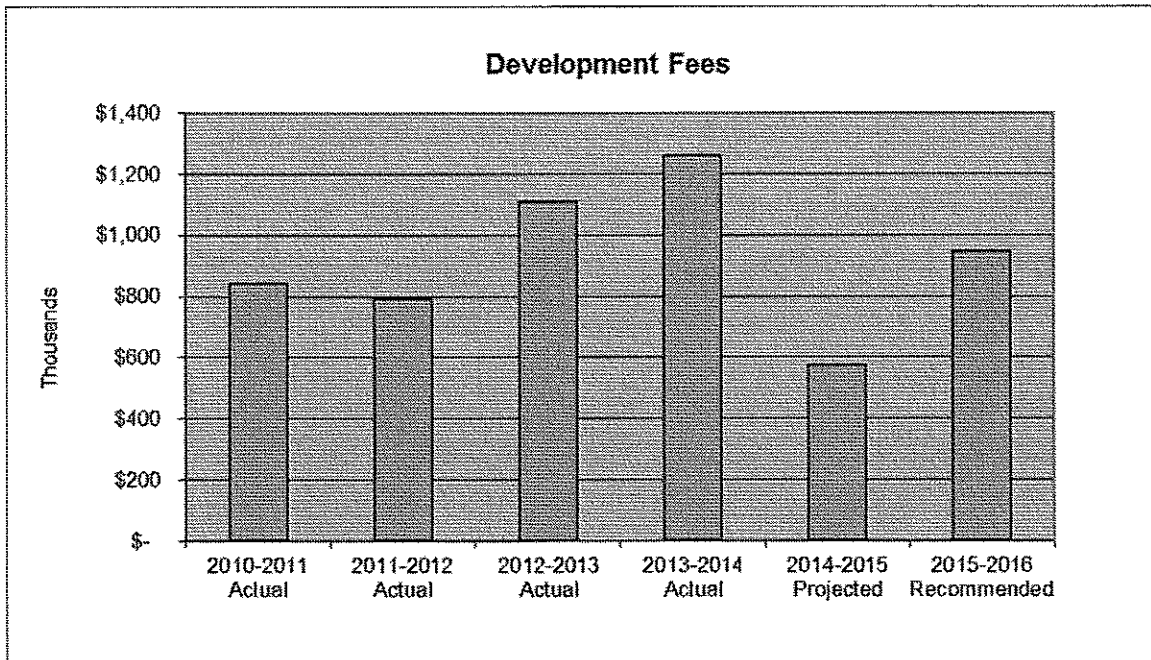
OTHER TAXES

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 2015-2016, estimated total Other Taxes are \$1,793,000, an increase of \$53,000 over fiscal year 2014-2015. The increase is primarily due to increased franchise fee revenues.



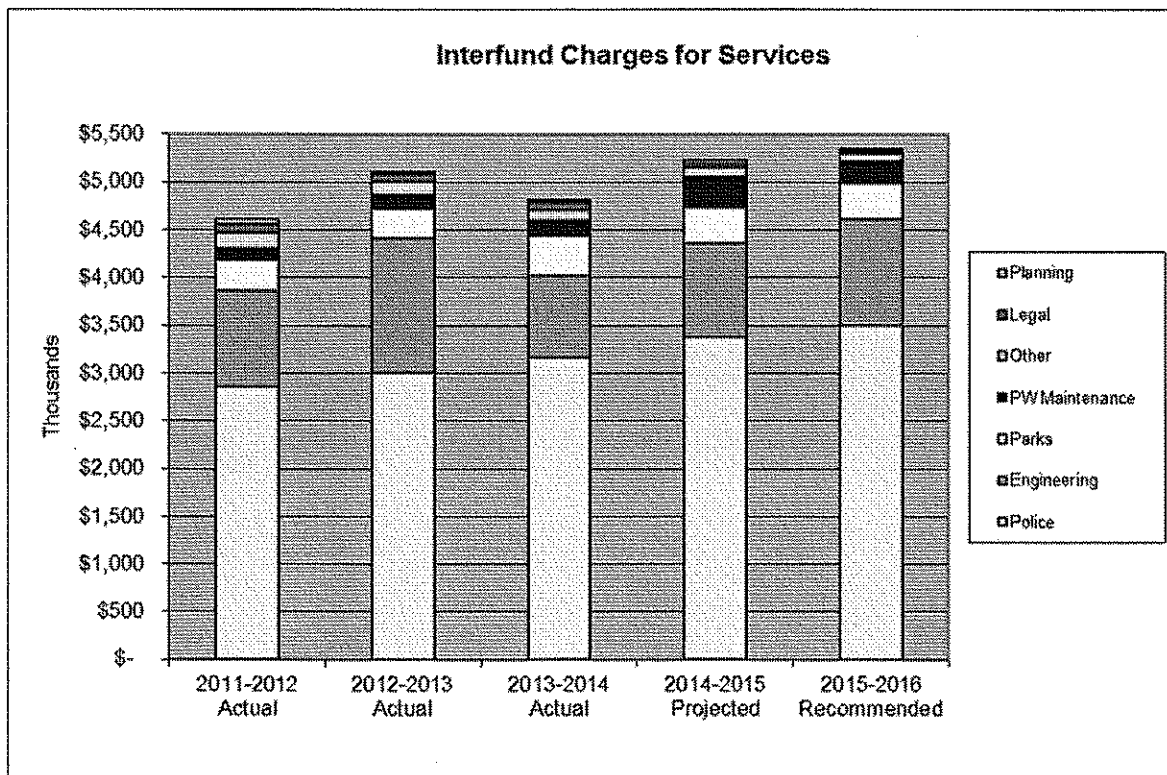
DEVELOPMENT FEES

Development Fees consist primarily of building permits, plan review, and administrative fees. For fiscal year 2015-2016, estimated Development Fees total is \$949,000, a 65% increase from the projected revenue for fiscal year 2014-2015. The budget reflects an increase in projected development activities, taking in to account primarily the delays in building activities experienced this past year.



INTERFUND CHARGES FOR SERVICES

Interfund Charges for Services is the largest revenue of the City. More than one-third of the Fiscal Year 2015-2016 General Fund revenue categories are cost recoveries for activities funded by impact fees, developer application fees, special taxes, assessments and other special purpose revenues. For fiscal year 2015-2016, estimated Interfund Charges for Police Services total approximately \$3.5 million, for Engineering Services approximately \$1.1 million, for Public Works Maintenance \$224,000, for Planning Services \$30,000, for Legal Services \$25,000, for Parks Maintenance Services \$375,000, and for Other Services \$85,000.



OVERALL ANALYSIS OF GENERAL FUND REVENUES

Overall revenues continue to be stable, and gradually increasing. The shift in the composition of City revenues continue to be most affected by property taxes and development activities, both of which are now recovering as the economy improves.

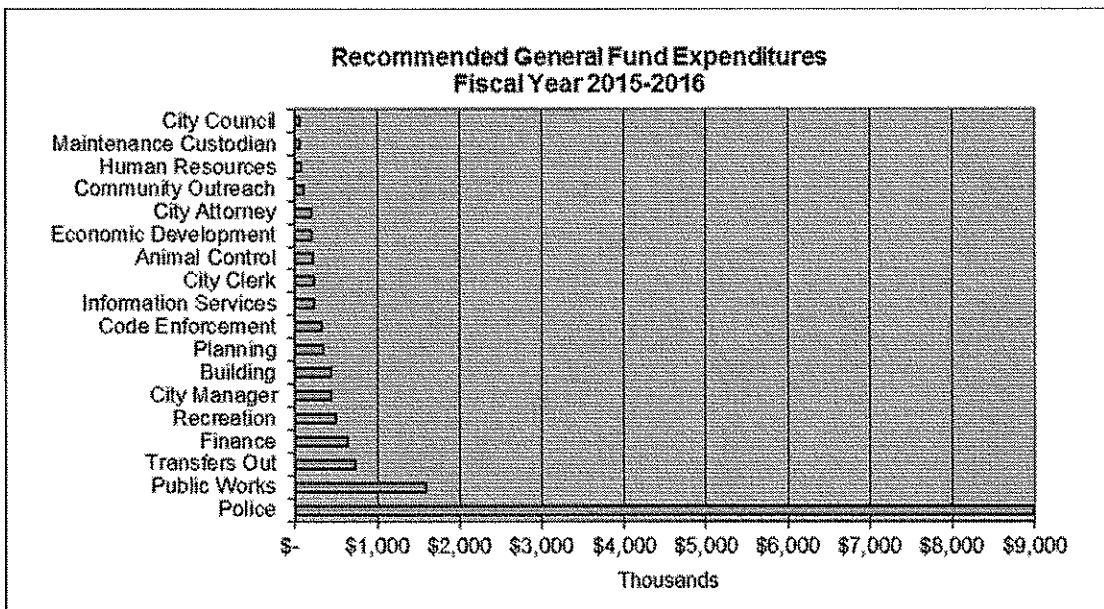


GENERAL FUND RECOMMENDED EXPENDITURES

FY 2015-2016

Department	Actual 2012-2013 Expenditures	Actual 2013-2014 Expenditures	Projected 2014-2015 Expenditures*	Recommended 2015-2016 Expenditures*
Police	\$7,222,659	\$7,444,647	\$8,647,000	\$8,986,000
Public Works	\$1,580,629	\$1,338,612	\$1,524,000	\$1,583,000
Transfers Out	\$291,586	\$341,212	\$3,158,000	\$725,000
Finance	\$527,373	\$540,840	\$648,000	\$634,000
Recreation	\$330,280	\$377,840	\$538,000	\$493,000
City Manager	\$381,759	\$403,023	\$448,000	\$431,000
Building	\$616,155	\$472,395	\$396,000	\$429,000
Planning	\$299,137	\$326,394	\$372,000	\$340,000
Code Enforcement	\$39,560	\$104,741	\$263,000	\$320,000
Information Services	\$214,051	\$222,171	\$243,000	\$242,000
City Clerk	\$251,148	\$220,456	\$264,000	\$230,000
Animal Control	\$191,141	\$193,985	\$198,000	\$222,000
Economic Development	\$152,529	\$146,549	\$194,000	\$203,000
City Attorney	\$214,035	\$203,033	\$205,000	\$200,000
Community Outreach	\$66,290	\$92,063	\$120,000	\$107,000
Human Resources	\$31,622	\$22,605	\$67,000	\$77,000
Maintenance Custodian	\$42,776	\$48,454	\$70,000	\$70,000
City Council	\$61,603	\$57,284	\$63,000	\$62,000
Non-Departmental	\$(202,449)	(\$16,788)	\$50,000	\$288,000
Police Services Transition				\$800,000

2014-15 & 2015-16 data rounded to thousands



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DEPARTMENT DETAIL

The following pages review each of the recommended Department budgets with a summary discussion of program description, staffing, and objectives for fiscal year 2015-2016:

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 2015-2016. The County charge per capita has, after many years, been increased. The rate for 2015-2016 is \$5.56, increased from the \$5.31 charged for many years.

ANIMAL CONTROL			
2012-2013	2013-2014	2014-2015	2015-2016
Actual	Actual	Projected	Recommended
\$191,141	\$193,985	\$198,000	\$221,697

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CITY COUNCIL

Program Costs and Revenues

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

Program Description

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

Staffing Summary

The City Council is comprised of five elected members, each for a four-year term. 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

No program changes.

CITY COUNCIL				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel	\$32,460	\$30,339	\$31,636	\$31,676
Services				
Services	\$25,496	\$25,779	\$28,901	\$27,650
Supplies	\$3,647	\$1,166	\$2,500	\$3,000
Total	\$61,603	\$57,284	\$63,037	\$62,326

CITY COUNCIL MEMBERS	
Mayor	1.00
Vice-Mayor	1.00
Council members	3.00
Total City Council	5.00

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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, the City Council Acting as the Successor Agency to the Redevelopment Agency, Public Financing Authority and Oversight Board, 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 is assigned to work in both the City Clerk and City Attorney Offices, with approximately 85% of her time serving as City Clerk. The City Clerk's Office also has one Records Management Clerk and two part-time receptionists.

Program Objectives

- Continue to participate in the State Department's Passport Acceptance Agents Program;
- Continue to coordinate implementation of records destruction procedures in accordance with the City's Records Retention Schedule, including at least one records "purging day";
- Continue to implement the citywide records scanning program;
- Continue to refine internal processes to improve the function of the City Clerk's office;



- Provide electronic agenda packets for City Council, City Council Acting as the Successor Agency to the Redevelopment Agency, Public Financing Authority and Oversight Board meetings and to accomplish all meeting follow-up activities in a timely manner;
- Coordinate General Municipal Election
- Continue to process claims for damages against the City;
- Continue to receive bids and participate in bid openings for public projects;
- Continue to process appeals for Administrative Citations;
- Continue to assist elected officials and staff with their filing obligations under the State's regulations and the City's Local Conflict of Interest Code;
- Continue to identify and implement cost-saving measures within the department;
- Make public information accessible through the City's website.

Program Changes

No program changes.

CITY CLERK				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel	\$209,975	\$197,123	\$213,495	\$193,466
Services				
Services	\$40,666	\$22,536	\$49,109	\$35,484
Supplies	\$507	\$797	\$1,426	\$950
Total	\$251,148	\$220,456	\$264,030	\$229,900

CITY CLERK STAFFING	
City Clerk/Paralegal	0.70
Records Management Clerk	1.00
Receptionists	1.07
Total City Clerk Staffing	2.77



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. The paralegal is assigned to work in both the City Attorney and City Clerk Offices, with approximately 15% of her time serving as a paralegal.

Program Objectives

- Assist with code enforcement, recovery of damage to City property, 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.

Program Changes

No program changes.

CITY ATTORNEY				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel	\$44,638	\$40,216	\$44,291	\$39,737
Services	\$169,398	\$162,817	\$160,643	\$160,472
Total	\$214,036	\$203,033	\$204,934	\$200,209

CITY ATTORNEY STAFFING	
City Attorney	0.25
Special Counsel	0.25
City Clerk/Paralegal	0.30
Total City Attorney Staffing	0.80



CITY MANAGER

Program Costs and Revenues

The City Manager's Office is comprised of City Administration with a portion of its budget attributable to the oversight and support of the Successor Agency to the dissolved Oakley Redevelopment Agency.

Program Description

The City Manager is responsible for the administration and oversight of Oakley's municipal operations, including the Successor Agency and Oversight Board. Activities include coordinating organizational programs; developing and general managing of operating and capital budgets, conducting fiscal planning, selecting 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 also provides direct administrative oversight for the City's Community Outreach, Economic Development, Human Resources, City Clerk, Planning, and Recreation Divisions.

Under the policy direction of the City Council and through the 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 under consideration. The City Manager's Office also provides administrative support to the City Council in their legislative role within the organization, as well as its activities with other agencies and organizations.

Staffing Summary

The recommended budget includes the City Manager, the Assistant to the City Manager, and a part-time Administrative Assistant.

Program Objectives

The City Manager's Office is directly responsible for the day-to-day operations of the City and for the successful implementation of the City Council's policy direction.

Program Changes

No program changes.



CITY MANAGER				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel	\$321,462	\$368,811	\$414,237	\$375,852
Services	\$60,298	\$34,212	\$33,655	\$55,591
Supplies				
Total	\$381,760	\$403,023	\$447,892	\$431,443

CITY MANAGER STAFFING	
City Manager	1.00
Assistant to the City Manager/HR Manager	0.62
Administrative Assistant	0.48
Total City Manager Staffing	2.10



COMMUNITY OUTREACH

Program Costs and Revenues

All costs are part of City Administration and come from the General Fund.

Program Description

The City Manager's Office administers the activities of Community Outreach and public information support to all City departments and programs under the direction of the Assistant to the City Manager. Community Outreach aims to increase our residents' awareness of the City's on-going efforts to make Oakley a desirable place to live, by communicating with our residents via multiple communication channels that include capitalizing on our City's own communications tools, promoting our efforts through weekly press releases to local print media, and face to face through public information workshops, outreach visits, or invitations to have Staff attend neighborhood meetings, local community group meetings or host them here for an information tour.

The Assistant to the City Manager is responsible for the City's weekly *Oakley Outreach* e-Newsletter, the biannual publication of the *Oak Leaf* Newsletter, regularly providing real time social media (Facebook and Twitter) updates, as well as Nextdoor posts.

Consistent with the You, Me, We, Oakley! principles we've made strides in increasing the dissemination of bilingual public information. The *Oak Leaf* newsletter now incorporates a Spanish component, as does the Recreation Guide. Face to face outreach to monolingual residents and periodic written Spanish updates have been conducted. Vendor opportunities are communicated in Spanish. Lastly, the purchasing of simultaneous translation systems will increase our capacity to involve this demographic in community meetings.

Additionally, the Office organizes City special events (Veterans Day, Memorial Day), groundbreaking, grand openings for City projects and neighborhood driven beautification projects.

Lastly, Community Outreach includes the development and communication of informational programs, a recycling grant program sponsorship, the contract with Contra Costa County for library services, and several community events, promotions and participation in marketing and advertising campaigns that promote City services.



Staffing Summary

The Assistant to the City Manager is assigned to conduct the Community Outreach functions, with approximately 30% of her time serving in this capacity. Additional assistance is provided by the Recreation Manager, who coordinates the City's website.

Program Changes

There are no increases in regular staffing levels or significant one-time costs proposed.

COMMUNITY OUTREACH				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel	\$21,012	\$32,440	\$42,691	\$42,345
Services				
Services	\$45,277	\$59,623	\$62,495	\$64,839
Supplies			\$15,000	
Total	\$66,289	\$92,063	\$120,186	\$107,184

COMMUNITY OUTREACH STAFFING	
Assistant to the City Manager/HR Manager	0.32
Total Community Outreach Staff	0.32



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 Public Works staff 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, and a portion is funded via the Administrative Allowance chargeable to the Successor Agency to the Oakley Redevelopment Agency.

Program Description

The Finance Department provides support services citywide, and for the Successor Agency to the Redevelopment Agency, 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. The Department is also engaged in a significant amount of Successor Agency compliance matters.

Staffing Summary

The Finance Department consists of three full-time staff and one limited-term part-time: the Finance Director, one Senior Accountant, one Senior Accounting Technician, and one part-time Accounting Assistant.

Program Objectives

The primary operating objectives for the department for fiscal year 2015-2016 are to maintain the financial and procedural infrastructure appropriate for performing the City and Successor Agency's financial functions and support their many ongoing projects. There are no significant changes to the Department's objectives.

Program Changes

There are no increases in regular staffing levels or significant one-time costs proposed.

FINANCE				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel	\$413,688	\$441,107	\$478,851	\$444,658
Services	\$113,685	\$99,733	\$168,637	\$189,339
Supplies			\$100	\$100
Total	\$527,373	\$540,840	\$647,588	\$634,097

FINANCE STAFFING	
Finance Director	1.00
Senior Accountant	1.00
Senior Accounting Technician	1.00
Accounting Assistant	0.48
Total Finance Staffing	3.48



HUMAN RESOURCES

Program Costs and Revenues

All costs are part of City Administration and come from the General Fund.

Program Description

The Human Resources Division administers the City's personnel merit system; employee benefits; employee relations, equal employment opportunity program, and classification and compensation programs. It provides diverse and skilled applicant pools; assures that the City's policies and procedures are uniformly interpreted and implemented; and ensures that all recruitment, hiring, placements, transfers and promotions are made on the basis of individual qualifications for the position filled.

Staffing Summary

The Human Resources Manager and Human Resources Assistant provide management and oversight for the City's Human Resources program.

Program Objectives

The Human Resources division will continue to seek the most cost-effective health insurance benefits for Staff; maintain the compensation and classification plans; conduct mandatory training seminars; promote professional development opportunities; and continue partnering with the Municipal Pooling Authority in support of the City's Loss Control and Wellness Programs.

Program Changes

There are no increases in regular staffing levels or significant one-time costs proposed.



HUMAN RESOURCES				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel	\$1,474	\$1,514	\$37,862	\$35,517
Services	\$29,904	\$18,712	\$19,032	\$33,719
Supplies	\$244	\$2,379	\$10,000	\$7,500
Total	\$31,622	\$22,605	\$66,894	\$76,736

HUMAN RESOURCES STAFFING	
Assistant to the City Manager/HR Manager	0.05
You Me We Project Coordinator/HR Assistant	0.38
Total Finance Staffing	0.43



MAINTENANCE CUSTODIAN

Program Costs and Revenues

All costs are part of City Administration and come from the General Fund.

Program Description

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

Staffing Summary

The recommended budget includes a .75 FTE maintenance custodian, supplemented by a part-time contract services equating to approximately .40 FTE.

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 program changes.

Maintenance Custodian				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel Services	\$39,270	\$44,659	\$46,246	\$43,623
Services	\$3,506	\$3,795	\$23,711	\$26,116
Total	\$42,776	\$48,454	\$69,957	\$69,739

MAINTENANCE CUSTODIAN STAFFING	
Maintenance Custodian/Code Enforcement Technician	0.75
Total Maintenance Custodian Staffing	0.75

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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 Public Works staffs 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, user support, and strategic planning consulting related to managing and maintaining the City's networks.

Staffing Summary

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

Program Objectives

The primary operating objectives for the department for fiscal year 2015-2016 are unchanged: To provide outstanding network support, and assist the City in planning related to its networks.

Program Changes

There are no proposed program changes for fiscal year 2015-2016.



INFORMATION SYSTEMS				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Services	\$146,801	\$165,969	\$164,104	\$181,600
Supplies	\$893	\$775	\$500	\$500
Capital Outlay	\$66,357	\$55,427	\$78,575	\$59,425
Total	\$214,051	\$222,171	\$243,179	\$241,525

INFORMATION TECHNOLOGY DEPARTMENT STAFFING	
Network Manager (Contracted)	On Call
Network Engineers (Contracted)	0.625



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, replacement cost amounts transferred to the Equipment and Vehicle Replacement and Building Replacement and Maintenance Internal Service Funds, certain non-employee specific retirement system charges, and a General Fund Contingency.

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

This year CalPERS is beginning to charge amortized side fund and unfunded liability obligations to each agency as a separate stand-alone amount, rather than including it in the rates applicable to each employee. Since the charges are not directly assignable to each department, we have included the charge in the Non-Departmental budget.



NON-DEPARTMENTAL				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel Services	\$44,089	\$35,598	\$73,180	\$209,397
Services*	\$340,441	\$459,612	\$663,380	\$1,046,386
Supplies	\$42,191	\$47,429	\$54,000	\$55,000
Capital Outlay		\$95,980	\$29,000	
Transfers Out	\$280,000	\$249,000	\$50,000	\$150,000
Interdepartmental Allocations	(\$909,170)	(\$904,407)	(\$819,400)	(\$1,172,783)
Total	(\$202,449)	(\$16,788)	\$50,160	\$288,000

* Recommended amount includes the 2% General Fund Contingency.

NON-DEPARTMENTAL STAFFING	
None	



ECONOMIC DEVELOPMENT

Program Costs and Revenues

The Economic Development budget represents an investment of taxes and general fund resources in activities to retain and expand existing Oakley businesses as well as marketing activities and materials to attract new investment and businesses to the City in order to generate additional sales, property, and transient occupancy related tax revenue.

Program Description

The Economic Development goals and objectives as outlined in the City's General Plan include:

- Retain existing businesses and expand Oakley's economic base
- Establish a diverse and balanced local economy
- Remove or reduce constraints to economic development
- Facilitate new business opportunities and new investments in the community

Program Objectives

Economic Development will focus on:

- Implementation of programs and activities designed to strengthen and expand existing Oakley businesses
- Revitalization of the Main Street/Downtown area
- Facilitation of commercial development projects
- Attraction of retailers and commercial tenants for existing shopping centers and commercial space
- Attraction of development for the Empire/Neroly Commercial Center
- Participation in trade show and conferences such as the International Council of Shopping Centers (ICSC) and other activities to promote the City of Oakley's commercial and retail sites

Staffing Summary

The Economic Development Division is staffed by a full-time Economic Development Manager.

Program Changes

There are no proposed program changes for fiscal year 2015-2016.

ECONOMIC DEVELOPMENT				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel Services	\$120,513	\$118,781	\$144,242	\$143,243
Services	\$28,333	\$23,151	\$45,627	\$57,341
Supplies	\$3,683	\$4,617	\$3,800	\$2,300
Total	\$152,529	\$146,549	\$193,669	\$202,884

ECONOMIC DEVELOPMENT STAFFING	
Economic Development Manager	1.00
Total Economic Development Staffing	1.00



BUILDING & CODE ENFORCEMENT

Program Costs and Revenue

Revenues for these two divisions are comprised of building permit, plan check, inspection, and rental dwelling unit inspection fees.

Program Description

The Building Division is responsible for the administration and enforcement of building codes (California Building, Plumbing, Mechanical Codes and the National Electrical Code). The Building Division provides 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.

The Code Enforcement Division is responsible for ensuring all residential and commercial properties abide by municipal codes applicable of the health, safety, and quality of life for Oakley residents and business owners. This is achieved primarily by managing the property maintenance program and the Residential Dwelling Unit program. These requirements are met through pro-active on-site inspections, responding to citizen complaints, and educating the public through in-house developed community awareness programs.

Program Staffing

The Building Division consists of a part-time Building Official, part-time Permit Center Manager, and a full-time Building Inspector, and Permit Technician. The Code Enforcement Division consists of a Code Enforcement Manager, one full-time Code Enforcement Officer (who also assists as a Building Inspector), one full-time Code Enforcement Technician and one part-time Code Enforcement Technician

Program Objectives

- Continue to refine internal processes within functions of the two divisions.
- Improve efficiencies by expanding the use of existing technological programs for the inspection, follow-up, and penalty phase of program compliance.
- Maintain standard fifteen-day plan review as a maximum turnaround time but in 98% of projects within five days.



- Provide inspections on next workday upon request and same day when needed and as workload allows.
- When needed, provide Friday, weekend or after hour inspections when City Hall is normally scheduled for closure.
- Respond to all code enforcement inquiries within one working day.
- 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 Economic Development on commercial projects as well as other projects within the City.
- Continue to provide homeowner's code compliance direction from plan submittal to final inspection.
- Continually ensure the Building Division and Code Enforcement webpage is user-friendly.
- 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.
- Improve the Residential Rental Property Inspection Program.
- Continue to make a positive impact in the City by enforcing the Property Maintenance Ordinance.
- Continue to enforce the Foreclosed and Abandoned Property Ordinance.
- Work with all departments, outside agencies and the contractor to ensure that all projects are constructed in the most efficient and cost effective way possible.

Program Changes

- Increasing Code Enforcement Technician staffing by .75FTE.



BUILDING & CODE ENFORCEMENT				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel Services	\$15,661	\$315,975	\$409,677	\$441,232
Services	\$636,752	\$253,918	\$241,192	\$296,655
Supplies	\$3,302	\$7,243	\$8,000	\$11,500
Capital Outlay				
Total	\$655,715	\$577,136	\$658,869	\$749,387

BUILDING AND CODE ENFORCEMENT STAFFING	
Building Official (Contracted)	0.40
Permit Center Manager (Contracted)	0.60
Building Inspector II	1.00
Permit Technician	1.00
Code Enforcement Manager	1.00
Code Enforcement Officer/Building Inspector II	1.00
Code Enforcement Technician	1.00
Maintenance Custodian/Code Enforcement Technician	0.25
Total Building and Code Enforcement Staffing	6.25

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POLICE

Program Costs and Revenues

The City of Oakley currently contracts for police services with the Contra Costa County Office of the Sheriff. The costs of police services are driven primarily by the costs per officer charged by the Office of the Sheriff, although support costs, capital costs and administrative costs also contribute to the overall fiscal picture. Revenues to pay for these services include special taxes and fees, but the primary source is the General Fund.

Program Description

The Oakley Police Department's principle responsibility is protecting life and property while preserving and safeguarding the public 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 takes a progressive stance policing the community. Officers respond to calls for service, investigate crime, arrests criminal suspects, seek prosecution for criminal acts, and engage in crime prevention strategies with other community stakeholders. Uniformed officers provide proactive patrol operations and actively pursue those involved in illegal activity. Detectives investigate crimes against persons and property, cases involving missing persons, and work closely with neighboring jurisdictions to track the criminal element. Community programs target youth in our schools to encourage responsible behavior and community involvement.

Emphasis is placed on traffic safety, education, and enforcement. The Department conducts traffic collision investigations, identifies potential roadway hazards and works with other city departments to find reasonable traffic calming solutions to alleviate traffic concerns.

Department goals emphasize that each officer and staff person recognize that daily activities and contacts with the community are an integral part of our community service effort. Each citizen contact is an opportunity to create a positive and lasting impression, enhance our community relationships, and gain a partner in public safety. The actions of each officer contribute to the community's sense safety and confidence in our ability to provide professional police services.



Program Staffing

The costs for fiscal year 2015-2016 are for a fully-staffed department with 28 sworn FTE law enforcement positions, 2 FTE Police Services Assistants, 1.25 FTE Administrative Assistants and a .475 FTE Assistant to the Chief. For the fiscal year 2015-2016 the City's sworn officers per 1,000 citizens ratio will be approximately .74.

Program Objectives

- Protect life and property.
- Continue working with the engineering department on traffic calming solutions for neighborhoods with a focus on traffic safety.
- Expand the Emergency Preparedness program and operations by training and educating the city staff to be better prepared for man-made or natural disaster. Conduct ongoing training and scenario based exercises for city staff members.
- Review and evaluate the Emergency Operations Center and Emergency Operations Plan
- Continue to focus on quality of life issues through the Problem Oriented Policing (POP) program, working with Oakley Code Enforcement Officers and the Office of the Sheriff Narcotics Unit.
- Address increasing costs for law enforcement services by continuing to use sound resource management, strategic cost cutting reviews, and search for feasible law enforcement grants.
- 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.

Program Changes

Coordinate with local East Contra Costa County Community Emergency Response Team (CERT) members to enhance our response to a local emergency.

Explore the feasibility of forming Volunteers in Police Service (VIPS) type program in addition to an Oakley PD Cadet program.



POLICE DEPARTMENT				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel Services	\$212,422	\$228,592	\$230,539	\$241,055
Services	\$6,816,698	\$7,031,734	\$8,157,642	\$8,486,031
Supplies	\$176,619	\$167,566	\$230,800	\$232,500
Capital Outlay	\$16,920	\$16,755	\$28,000	\$26,500
Total	\$7,222,659	\$7,444,647	\$8,646,981	\$8,986,086

POLICE DEPARTMENT STAFFING	
The following staff are provided under contract with the Contra Costa County Office of the Sheriff:	
Police Chief	1.00
Police Sergeants	5.00
Police Officers	22.00
Total staff provided under CCC Office of the Sheriff	28.00
City Staff:	
Administrative Assistant	1.25
Assistant to the Chief	.48
Police Services Assistant	2.00
Total City Staff	3.73
Total Police Department Staffing	31.73

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PLANNING

Program Costs and Revenue

Planning Division costs are primarily related to long range planning and current planning projects. Long Range planning includes planning responsibilities that must be implemented whether there is development or not, and these are paid for by the General Fund. Current planning projects can be divided into two categories, private developer projects funded by developer paid fees and daily planning duties are funded by the General Fund.

Program Description

The Planning Division provides land use, current and long range planning, and environmental services. The Division is responsible for implementation of policy pertaining to orderly development and balanced, quality growth in the City of Oakley. Over the past few years, the Division has focused their efforts on streamlining the development process. The Division continues to focus on programs that assist the City in economic development and growth. Specifically, the Division is continually processing both residential and commercial applications to help facilitate the goals of the City's General Plan and Strategic Plan.

There are several planning projects that continue to have activity at this time. Several projects within the East Cypress Road corridor have been entitled and the Emerson Ranch project is currently under construction with for-sale homes anticipated in 2015. Staff is seeing an increase in the number of new projects (both residential and commercial) and anticipates this to be the trend going forward. Phase 1 of the Agricultural Conservation and Viticulture Program has been completed and work on Phase 2 has been started. The Action Programs within the recently adopted 2015-2023 Housing Element will continue to be implemented as several updates to the Zoning Code are needed. Finally, Staff is proactively working with representatives from DuPont and their consultants to find a developer and to encourage the entitlement processing and development of that site.

Staff is involved with General Plan and Zoning Code amendments to ensure the City's zoning laws are consistent with State laws and to complete the remaining reserved sections of the Zoning Code. There is continued effort to identify areas for Zoning Code improvements and enhancements. The Division also serves as the in-house environmental Staff to prepare environmental documents for City projects.



Program Staffing

The Planning Division is made up of one Planning Manager and one Senior Planner.

Program Objectives

- Process Development projects
- Assist the City in economic development tasks, including the redevelopment of the City's downtown and facilitation of current planning development projects
- Identify and complete required update of the General Plan as identified in the recently completed General Plan and Zoning Code Scoping Report
- Continue work on Phase 2 of the Agricultural Conservation and Viticulture Program
- Continue to work with home builders and sign companies to establish a new residential kiosk program
- Continue to work with DuPont and their consultants to assist in finding a developer and to encourage the entitlement processing and development of the site
- Continue to implement AB 939 to provide Oakley residents and businesses new and expanded recycling and waste reduction programs
- SB 375 and AB 32 Implementation: Continue to participate in regional and local programs to reduce greenhouse gas emissions
- Develop a Climate Action Plan
- Develop a Shoreline Vision for the City's waterfront area
- Complete the 15/16 Policy Action Programs in the 2015-2023 Housing Element
- Monitor the Policy Action Programs of the Certified Housing Element and initiate the 2015-2023 Housing Element Update
- Identify areas for improvement and enhance the zoning code
- Re-evaluate and update residential and commercial/industrial design guidelines as needed
- Serve as the City's in-house environmental staff to prepare environmental documents for small to medium-sized City Capitol Improvement and Park projects



PLANNING DIVISION				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel Services	\$252,568	\$267,335	\$280,695	\$268,715
Services	\$46,394	\$58,928	\$90,935	\$70,126
Supplies	\$175	\$131	\$800	\$800
Total	\$299,137	\$326,394	\$372,430	\$339,641

PLANNING DIVISION STAFFING	
Senior Planner	1.00
Planning Manager	1.00
Total Planning Division Staffing	2.00

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PUBLIC WORKS/ ENGINEERING/MAINTENANCE & PARKS

Program Description

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

Program Changes

This program will continue to actively design and construct new infrastructure for the community to enhance the quality of life for residents. The maintenance operations will continue to focus on timely response to various public inquires and pro-active maintenance of City streets, parks, and facilities.

The Parks and Landscape Maintenance Division will continue to contract for the majority of the park and landscape maintenance needs. The in-house maintenance crew will continue to use the equivalent of two seasonal maintenance workers year-round to supplement the one full time maintenance worker. This staffing model provides the division the flexibility to deploy resources as needed and according to the seasonal maintenance demands for services.

The Streets Maintenance Division has two full time maintenance workers which form the foundation of a maintenance crew and perform day to day maintenance of City street infrastructure.

The overall goal of all of the above referenced programs is to improve and enhance the quality of maintenance for all City infrastructures and in turn the quality of life for the residents of the community.

Staffing Changes

The improved economic climate in the State and region has brought an increased level of private development activity which is anticipated to grow into coming years. The department has added an Associate Engineer position in the third quarter of FY 2014-15 to work on private development projects and provide timely service and processing of



various private development applications in collaboration with the Planning and Economic Development Team.

The Department is still continuing with one full time Inspector, and will supplement that resource with an additional contract temporary Inspector as the development and construction activity necessitates. Private development activity is increasing and many of the subdivision projects that have been on hold for years are being renewed by developers who are actively working on the processing of these subdivision projects.

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." *Anticipated Revenues-\$810,351*
- **Measure J-** Measure 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 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. In order to qualify for Measure J allocations a jurisdiction must submit a self-certified program compliance checklist every other year. *Anticipated Revenues-\$512,000*
- **Storm Water 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-\$461,000*
- **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 private development projects. In response to the great recession of 2008, a number of fees, including the Traffic Impact Fee were reduced, and with the end of the recession and improved economic growth, the Traffic Impact Fee will be re-activated to its pre-recession structure. *Anticipated Revenues-\$1,800,000*

- **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-\$628,000*
- **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-\$1,127,719*
- **Streetlight Assessments-** Zone 2 of the Oakley Lighting and Landscape Assessment District No. 1 provides for the maintenance and utilities for citywide street lighting. The City is in the process of collaborating with PG&E to replace some of the existing street lights to LED lights which will bring cost savings in future years in terms of the electricity usage. *Anticipated Revenues - \$320,360*
- **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-\$2,177,387*
- **Community Facilities District No 1-** This District was formed in 2006 to fund the operations and maintenance of the levee system, storm water 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-\$300,146*



- **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 blend of contract and City staff, the Department has nearly 14 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 2015-16 Budget proposes the following operating areas and staffing:

Operating Areas

- **Operations and Maintenance-** One of the most important tasks for Public Works and Engineering is to maintain the City's wide range of infrastructure. City staff 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 pavement maintenance activities such as pothole patching, crack sealing, shoulder repair, signing and striping repair and replacement, and keeping the roadways free of obstructions via street sweeping and debris cleanup. As a supplement to the regular patrols of the maintenance staff, public works staff will field and investigate citizen 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 maintenance element. The City will use an on-call maintenance contractor to supplement City maintenance staff to perform various maintenance services (i.e. pavement repair and patching, curb, gutter, and sidewalk repair, striping, guard rail repair, etc.) The City's maintenance staff will utilize this contractor service to supplement in-house resources to better provide maintenance service for the community in a pro-active way.

- **Signals & Lighting-** The City owns and operates traffic signals at 29 separate intersections, as well as numerous pedestrian safety flashing lights throughout Oakley. In addition to traffic signals, the City owns and maintains over 1,300 street lights throughout the community. There are some street lights that are owned and maintained by PG&E, in addition to the City owned street lights. Traffic Signal, Street Light, and Parking Lot Light maintenance is provided through a contract with a specialized electrical contractor who has the resources and expertise needed. In the fourth quarter of FY 2014-15, PG&E started a project to replace the old High Pressure Sodium (HPS) street lights with LED lights. This project will not only improve the quality of the street lighting system for the community, but also have reduced electricity usage and costs on a monthly basis. The City has collaborated with PG&E on this project, and the remaining 130 HPS City owned street lights on metal poles "Cobra Heads" will also be retrofitted to LED lights. In 2010, the City undertook a project to replace some of the HPS City owned street lights to LED. This new project completes this LED conversion project.
- **Drainage-** In order to minimize potential flooding and ensure that storm water is collected and conveyed properly in accordance to the regional storm water quality permits that the City operates under, maintenance staff will conduct routine inspection and service on the storm drainage system. These activities include catch basin cleaning, ditch cleaning, culvert flushing and repair, and inlet maintenance. Drainage maintenance will primarily be performed by the City's maintenance staff in coordination with the on-call service contractor to supplement in-house resources and better provide maintenance service for the community.
- **Parks and Landscaping-** The City currently maintains 33 public parks. The City supplements the Oakley Union Elementary School District financially for the maintenance of another four (4) joint-use public park facilities. In addition, the City maintains thousands of square feet of public right of way landscaping, street median landscaping, and public trail corridors. The City park and landscape maintenance staff and outside maintenance contract resources provide landscaping maintenance service for the City. The Parks Division staff work diligently every day to provide the best quality of maintenance services for the City's Parks and Landscaped medians and pathways.

- **Engineering Services-** Engineering staff will supply technical services to assist with various City activities, ranging from design and construction of public works projects to addressing requests and questions raised by the general public and officials. Also, Engineering staff, in collaboration with the City Planning and Economic Development Team, review and process various private development projects, from residential subdivisions to commercial building projects. The typical engineering services that may be provided include:
 - **Capital Project Engineering-** Engineering staff performs design and construction management for all City public projects. A detailed explanation of this service is provided in the Capital Improvement Program (CIP) section of the budget document.
 - **Traffic Engineering-** Engineering staff throughout the year perform a variety of tasks associated with traffic engineering. These tasks will include: completing speed surveys to ensure that traffic citations issued by the Police Department are enforceable, implementing neighborhood traffic calming projects, coordinating activities with the Police Department Traffic Division on traffic safety projects around school sites, investigating citizen's requests for traffic control devices and speed limit changes.
 - **Private Development Engineering-** Engineering staff review and process private development projects that are submitted to the City for construction. The scope and complexity of development projects vary from small office buildings to large residential subdivisions. Engineering staff work on each step of the entitlement process to ensure development projects are designed and constructed according to City standards and codes. In addition to addressing the engineering needs of development projects, engineering staff coordinate regularly with the Planning Department and Economic Development Manager to facilitate the development applications in Oakley.
 - **Surveying-** The primary need for land surveying services are in the area of subdivision map review and will be funded by private developer deposits. The City utilizes contract services on an as-needed basis to address any land surveying service needs.
 - **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.

- ***Clean Water Program***-The City's joint municipal National Pollutant Discharge Elimination System (NPDES) permit and its participation in the Contra Costa 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.
- ***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 has a contract with a financial services consultant for the processing and administration of this task, due to its specialized nature of work.
- **Administration**- The administration of the department has evolved over the years as the department restructuring took place. This process has been completed and it is anticipated that the department will move forward as a solid team with the staffing levels 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, traffic calming, and a wide range of other activities.
 - ***Administrative Specialist (1 FTE)*** – This full time position performs a wide range of important tasks for the department including: contract administration and processing, budget preparation assistance, City Council reports, accounting and vendor invoice processing, responding to inquiries, complaints and service requests by the public, issuance of permits, claims processing, department analyst and liaison, and general administrative tasks.



- **Senior Civil Engineer (1 FTE)** – This full time position will coordinate and perform all development related activities within the department, including entitlements, plan and map review and approvals. Other duties include; coordination of inspections for development projects, review of various permits and related traffic control plans, research information related to floodplain permits and questions.
- **Associate Engineer, (1 FTE)** – This full time position will focus primarily on the review and processing of private development projects. With the improved regional economic climate, there has been a noticeable increase in the private development activities. A number of private development projects that have been in the process and on-hold in the past years are moving forward, and new residential developers have activated these projects. The Associate Engineer will be working with the engineering and planning team to review and process development projects without delay and to facilitate further development activity. The Associate Engineer also represents the City as the Storm water Coordinator related to all development projects.
- **Associate Engineer, CIP (1 FTE)** - This full time Associate Engineer position focuses on CIP projects. The responsibilities of the position include; management and administration, development, design and construction of a wide range of CIP projects. The Associate Engineer also works collaboratively with Caltrans in securing and processing various grants for CIP projects for the City of Oakley.
- **Public Works Inspector (1 FTE)** - This full time position provides inspection of work within the public right of way, including CIP construction inspection and private development project inspection. The Public Works Inspector is also responsible for processing encroachment permits and for performing related inspections. Any additional inspection services will be provided by a contract Inspector.
- **Street Maintenance Worker (2 FTE)** – These two full time positions, one a Foreman, are the nucleus of the street maintenance crew to address the increasing maintenance needs of the City's infrastructure. This maintenance team provides a wide range of maintenance services such as: pothole patching, storm drain cleaning, sign installation, pavement striping and marking, roadside brushing and spraying, and other maintenance services.



- ***Parks and Landscape Maintenance Division Manager (0.75 FTE)*** - This City staff position manages the maintenance efforts for all publically maintained parks and landscape facilities within the City. The position develops and manages the division budget, monitors all water and utility uses associated with the facilities, schedules and manages the work of the landscape maintenance contractors, and coordinates facility uses with the Recreation Department.
- ***Parks and Landscape Foreman (1 FTE)*** – This City staff position plans, schedules, and coordinates the in-house landscape maintenance staff, performs playground inspections, and assists with other parks and landscaping operations. This is a working foreman position that reports to the Division Manager.
- ***Tree Laborer (1 FTE)*** – This City staff position performs daily maintenance of City owned trees in public right of ways and parks. This tree pruning and maintenance task is important to the health and growth of the trees and a quality of life enhancement for the community residents.
- ***Park Maintenance Worker (1 FTE)*** – This City staff position performs as the lead park and landscape maintenance crew member. Seasonal park maintenance laborers (2 FTE) provide parks and landscape maintenance service as part of the City parks maintenance crew. Seasonal workers generally work on a 6 month on - 6 month off basis.
- ***Sports Field Maintenance Worker (0.25 FTE)*** – This City staff position provides maintenance and additional safety checks to sports fields and courts, keeping fields and courts in safe and playable condition.
- ***Receptionist (0.50 FTE)*** – This part time position assists the Public Works and Engineering staff, as well as the Maintenance Divisions with general administrative functions such as: answering phones, filing, records management, data entry, public inquiries, service requests and various administrative project tasks related to the general operation of the department.



Program Objectives

The goals and objectives of the Public Works and Engineering Department for FY 2015-16 are:

- Focus on pro-active maintenance of the City's infrastructure and protect the infrastructure assets of the community using a combination of in-house staff and contract services. This will be a key component of the quality of life for the community residents.
- Improve the operations of the department by building a cohesive, versatile, and agile engineering team that is multi-dimensional and proficient in serving the community.
- Develop a Park and Landscape Maintenance Program that establishes a level of service goals and performance criteria, and is in tune with community expectations.
- Proactively, and in coordination with the Police Department, work with residents and neighborhood groups on resolving traffic and parking related issues and implementation of traffic calming and parking programs.
- Actively and proficiently implement the planned Capital Improvement Program and ensure timely project delivery within approved budgets and timelines.
- Participate in regional engineering 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 and is represented in any funding programs.
- Actively pursue State and Federal grants to supplement funding for the City's infrastructure improvement projects.
- Implement a Computer Aided Design and Drafting (CADD) system that will be used for not only the Public Works and Engineering Department, but will also be a valuable resource to other City departments and community residents to 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.



PUBLIC WORKS /ENGINEERING/MAINTENANCE & PARKS				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel Services	\$403,287	\$879,849	\$1,275,008	\$1,326,462
Services	\$1,164,591	\$431,158	\$227,020	\$227,832
Supplies	\$12,339	\$22,605	\$21,840	\$28,600
Capital Outlay	\$412	\$5,000		
Total	\$1,580,629	\$1,338,612	\$1,523,868	\$1,582,894

PUBLIC WORKS/ENGINEERING/MAINTENANCE & PARKS DEPARTMENT STAFFING	
City Engineer/Public Works Director	1.00
Associate Engineer	2.00
Senior Civil Engineer	1.00
Public Works Inspectors	1.00
Public Works Administrative Specialist	1.00
Public Works Receptionist	0.36
Streets and Storm Drainage Foreman	1.00
Public Works Maintenance Worker I	1.00
Parks Maintenance Manager	0.75
Parks & Landscaping Maintenance Foreman	1.00
Parks Laborer	1.00
Tree Maintenance Laborer	1.00
Parks Laborer (Seasonal)	2.00
Parks Monitor	0.25
Sports Field Maintenance Laborer	0.25
Total Public Works / Engineering / and Parks Department Staffing	14.61



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RECREATION

Program Costs and Revenues

Programs for the fiscal year 2015-2016 budget are funded in part by the following revenues:

Parks and facility rental fees, program fees, grants, and sponsorships. While the Recreation Division has seen an increase in revenue generated through programming fees and increased park and facility rentals, 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 throughout 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-profit organizations and commercial businesses to ensure quality recreation services for Oakley residents.

Staffing Summary

The Recreation Division consists of one Recreation Manager/Website Coordinator, one Recreation and Event Coordinator, one part-time Senior Recreation Leader and several part time seasonal Recreation Leaders and Aides and Facilities Attendants.

Recreation Manager/ Website Coordinator- The Recreation Manager is responsible for day to day operations of the Recreation Division, including After Youth School Programs, Youth CORE, Youth Advisory Council, City website, Government Outreach, Recreation Guide Community Classes and various other assignments.

Recreation and Event Coordinator- The full-time Recreation and Event Coordinator is responsible for the Kids and Tots Programs, sports field rentals and Special Events.

Senior Recreation Leader- The part-time Senior Recreation Leader is responsible for contract classes, and facility rentals.



Recreation Leaders, Aides and Facility Attendants- 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 3.30 FTE.

Program Objectives

The mission of The Recreation Division is to provide the residents of Oakley with quality programming meeting the following FY 2015-2016 objectives:

- **Special Events-** Special Events facilitated by the Recreation Division will continue to include the Science Week Program, increased number of Movies in the Plaza, Cityhood Celebration, Kids Fishing Derby, Harvest Festival, Christmas Tree Lighting, Film Festival, Summer Concert, Heart of Oakley, and Hometown Holiday Decorating Contest. The increased budget reflects, the continuation of special events added in the 2014/2015 fiscal year.
- **Youth Programs-** The objective of youth programs is to provide safe and fun activities for kids after school, during the summer as well as on their breaks from school.
- **Recreation Classes-**The Recreation Division offers over 30 classes through the use of independent instructor contracts. Independent instructors also provide a number of seasonal camp programs designed to provide opportunities for kids and youth during school breaks. As space permits the Recreation Division will continue to increase these programs which reflect no change in budget expenditures.
- **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 Oakley Recreation Buildings are reflected in the 2015-2016 budget.

Program Changes

The Recreation Division recommended budget incorporates changes made from last year's budget. The addition of the new special events including Film Festival, Hometown Holiday Decorating Contest, Spring Concert, Car Show, Little League Opening Day Parade, Summer Concert and expanded Heart of Oakley and Cityhood Celebrations. There are also minor increases to account for minimum wage increase, and increased costs of supplies and distribution of the Recreation Guide.



RECREATION				
USE OF FUNDS	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Personnel Services	\$221,096	\$242,558	\$316,933	\$255,172
Services	\$47,551	\$45,245	\$62,842	\$82,646
Supplies	\$61,633	\$90,037	\$157,850	\$155,600
Total	\$330,280	\$377,840	\$537,625	\$493,418

RECREATION DEPARTMENT STAFFING	
Recreation Manager	1.00
Recreation and Event Coordinator	1.00
Senior Recreation Leader	0.48
Recreation Leaders (Seasonal)	1.65
Recreation Aides (Seasonal)	1.65
Total Recreation Department Staffing	5.78

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TRANSFERS

Staff proposes three transfers from the General Fund in fiscal year 2015-2016.

\$425,000 To the General Capital Projects Fund for capital projects and administration.*

\$150,000 To the Main Street Fund for capital projects and administration.*

\$150,000 To the Street Maintenance Reserve Fund **

2011-2012 Actual	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
\$157,000	\$68,000	\$341,212	\$1,707,500	\$525,000

*Transfers during the recession were reduced significantly, and we began restoration efforts in 2014-2015, with plans to increase these allocations further in future years. The City's goal is to fully fund the Street Maintenance Reserve Fund by June 30, 2018, and to build the recurring capital allocations to the Main Street Fund and General Capital Projects Fund to a combined \$1 million – \$2 million per year.

** The Street Maintenance Reserve Fund was established in fiscal year 2013-2014 as a stabilization fund for roadway maintenance allocations and to ensure funds are available for major roadway repairs and maintenance when they become necessary. The targeted fully funded level for stabilization is between \$4 million - \$5 million, which should be sufficient as a supplemental funding source for 3-4 years of a more significant economic downturn.



CAPITAL OUTLAY

There are no appropriations for fiscal year 2015-2016 for direct Capital Outlay by the General Fund.

	2012-2013 Actual*	2013-2014 Actual	2014-2015 Projected**	2015-2016 Recommended
Capital Outlay	\$223,798	\$0	\$1,450,500	\$0

* Acquired property at 111 Carol Lane

** Acquired property/assets through a settlement agreement between the City, Successor Agency and State Department of Finance regarding the dissolution of the former Oakley Redevelopment Agency.



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 was 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)				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$282,828	\$288,486	\$288,000	\$288,000
Interest	\$1,988	\$4,540	\$1,000	\$1,000
Total Revenues	\$284,816	\$293,026	\$289,000	\$289,000
Services	\$40,975	\$35,543	\$100,200	\$16,500
Capital Outlay	\$24,467		\$400,000	
Supplies	\$43,805	\$38,952	\$167,150	\$182,150
Total Expenditures	\$109,247	\$74,495	\$667,350	\$198,650
Unassigned Balances			\$971,423	\$1,211,774
Total Budgeted	\$109,247	\$74,495	\$1,638,773	\$1,410,424

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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, 2009-2010, FY 2010-2011, FY 2011-2012, FY 2012-2013, FY 2013-2014 and plans to continue the youth development programs to December 2015. A separate fund is utilized to account for these activities.

FUND 123- YOUTH DEVELOPMENT GRANTS				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Grant Proceeds	\$31,922	\$26,880	\$20,500	\$7,000
Interest	\$119	\$85	\$50	
Total Revenues	\$32,041	\$26,965	\$20,550	\$7,000
Services	\$1,202	\$1,536	\$16,000	\$3,500
Capital Outlay				
Supplies	\$9,725	\$8,547	\$4,550	\$3,500
Total Expenditures	\$10,927	\$10,083	\$20,550	\$7,000

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YOU, ME, WE = OAKLEY!

The City has begun a partnership with the Welcoming America program to operate a Welcoming Oakley Program, focused on promoting mutual respect and cooperation between foreign-born and U.S.-born Americans. Financial support from the Zellerbach Family Foundation and Y&H Soda Foundation finance the program's Staff and activities. Grants were initially awarded in FY 2010-2011. Because funding for the program is provided through grants, a separate fund is utilized to account for these activities. The program's longevity is dependent upon successful fundraising.

FUND 125- YOU, ME, WE = OAKLEY!				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Grant Proceeds	\$65,622	\$72,031	\$79,550	\$78,183
Interest				
Total Revenues	\$65,622	\$72,031	\$79,550	\$78,183
Personnel Services	\$42,654	\$45,812	\$45,142	\$43,833
Services	\$22,285	\$22,513	\$24,122	\$27,950
Supplies	\$812	\$301	\$650	\$6,400
Capital Outlay		\$3,549	\$9,636	
Total Expenditures	\$65,751	\$72,175	\$79,550	\$78,183

FUND 125- YOU, ME, WE = OAKLEY! STAFFING	
You Me Wee Project Coordinator	0.63
Total STAFFING	0.63

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AGRICULTURAL PRESERVATION

The City is developing a program to encourage agricultural conservation and viticulture. Phase I of the program, funded with development mitigation fees, has been completed; and it included a complete inventory of agricultural property in the City limits, their mapping, and a preliminary analysis of potential preservation strategies, with an emphasis on vineyard properties. The scope of Phase II of the program is currently being developed with an initial emphasis on viticulture, as well. While all of the Phase I program activities were funded by development fees, grants for Phase II funding will be sought once the scope of work is better developed. Because the program development, and ultimately, its implementation, is expected to be funded by special purpose revenues, the City has established this separate fund to account for program activities.

FUND 136- AGRICULTURAL PRESERVATION				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Developer Fees				
Interest				
Operating Transfers In			\$17,500	
Total Revenues	\$0	\$0	\$17,500	\$0
Services	\$10,000	\$3,700	\$17,500	
Capital Outlay				
Supplies				
Total Expenditures	\$10,000	\$3,700	\$17,500	\$0
Unassigned Balances				\$1,724
Total Budgeted	\$10,000	\$3,700	\$17,500	\$1,724

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ECONOMIC DEVELOPMENT REVOLVING LOAN PROGRAM

The City is developing an economic development revolving loan program. This fund was created so that the funding of the program, and ultimately the accounting for its activities can be tracked and reported on separately. The FY 2015-2016 Budget re-appropriates the unassigned balances from FY 2014-2015; although the City Council has approved the use of some of these funds to improve the Successor Agency owned property at 3330 Main Street. Uses for loans will be made as approved by the City Council, pursuant to the program parameters.

FUND 138- ECONOMIC DEVELOPMENT REVOLVING LOAN PROGRAM				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Principal Repayments				
Interest				
Operating Transfers In			\$275,000	
Total Revenues	\$0	\$0	\$275,000	\$0
Services				
Capital Outlay				
Supplies				
Total Expenditures	\$0	\$0	\$0	\$0
Unassigned Balances			\$275,000	\$275,000
Total Budgeted	\$0	\$0	\$275,000	\$275,000

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SPORTS FIELD MAINTENANCE

The Sports Field Maintenance Fund is a special fund established first in Fiscal Year 2014-2015. Recognizing that organized sports field usage results in the need for more intensive upkeep and maintenance, the Fund is used to account separately for the collection of fees from the ball field rentals (revenue) and expenditure of funds for an on-going maintenance program of the facilities. The funds are used for annual field renovation costs, equipment repair and replacement, supplies, and to employ a part-time sports field maintenance position.

FUND 168- SPORTS FIELD MAINTENANCE				
	2012-2013	2013-2014	2014-2015	2015-2016
	Actual	Actual	Projected	Recommended
Rental Revenues			\$15,683	\$28,000
Total Revenues	\$0	\$0	\$15,683	\$28,000
Services			\$15,683	\$28,000
Supplies				
Capital Outlay				
Total Expenditures	\$0	\$0	\$15,683	\$28,000
Unassigned Balances				
Total Budgeted	\$0	\$0	\$15,683	\$28,000

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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 is used to maintain 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 2015-2016, the subsidy is estimated to be \$102,148.

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 do not have sufficient revenues to fully fund their Capital Asset Lifecycle Replacement Reserves. The Capital Asset Lifecycle Replacement Program establishes reserves necessary to ensure funds for asset replacements and remediation projects are available when needed. These reserves are used primarily to pay for longer-term replacement or remediation activities, periodic tree pruning (performed on a 7 year cycle), and streetscape replacements (on a 20 year cycle); although they may be used for the replacement, improvement or remediation of any asset or amenity in the Zone or sub-Zone.

19 of the City's 26 zones were formed by the County prior to incorporation, and most of them do not have sufficient annual revenues to both operate and fund an appropriate contribution to their replacement reserves. While no existing critical need is going un-addressed at present, Staff continues to work to find ways to ensure these long-term future needs are met.

Below are a series of tables showing the revenues and expenditures for each fund. The City's policies require the budgets consider lifecycle replacement reserves be considered as a part of the budget development process. As a result, some funds show revenues in



excess of expenditures – in which case the surplus will become contributions to the reserve; and some funds show expenditures in excess of revenues– reflecting the need to use reserves for replacements and remediation activities during the year.

FUND 132 – ZONE 1 (COMMUNITY PARKS)				
	2012-2013	2013-2014	2014-2015	2015-2016
	Actual	Actual	Projected	Recommended
Assessments	\$1,070,305	\$1,106,826	\$1,084,145	\$1,127,719
Interest	\$1,468	\$1,655	\$500	
Other	\$42,997	\$23,929		
Total Revenues	\$1,114,770	\$1,132,410	\$1,084,645	\$1,127,719
Services	\$715,893	\$803,252	\$816,215	\$801,690
Capital Outlay	\$44,485	\$16,365		
Operating Transfers Out	\$57,275	\$68,000	\$113,000	\$113,000
Transfer to Capital Reserve				
Interest	\$521	\$319		
Total Expenditures	\$818,174	\$887,936	\$929,215	\$914,690
Unassigned Balances			\$131,399	
Unassigned Asset Replacement Balance			\$80,005	\$100,000
Total Budget	\$818,174	\$887,936	\$1,140,619	\$1,014,690

*Beginning in FY 2015-2016, the budget no longer lists transfers to the reserve; instead, the City's policies call for all revenues in excess of expenditures at year-end to be transferred to the reserve, until the reserve is fully funded. Accordingly, the budget no longer shows a transfer to capital reserve. It also will only show an unassigned balance amount if the asset replacement reserve is fully funded, and the fund has additional unassigned balances.

FUND 133 – ZONE 2 (STREET LIGHTING)				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$200,619	\$205,535	\$213,000	\$218,212
Interest	\$195	\$227	\$100	
Transfer in	\$161,852	\$155,745	\$158,214	\$102,148
Total Revenues	\$362,656	\$361,507	\$371,314	\$320,360
Services	\$347,279	\$336,911	\$351,214	\$320,360
Transfer to Capital Reserve			\$15,460	
Total Expenditures	\$347,279	\$336,911	\$366,674	\$320,360
Unassigned Balances			\$7,805	
Unassigned Asset Replacement Balance			\$37,354	\$41,604
Total Budgeted	\$347,279	\$336,911	\$411,833	\$361,964

FUND 170 – VINTAGE PARKWAY				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$73,772	\$73,771	\$73,772	\$73,772
Donations	\$1,715			
Interest	\$1,726	\$116	\$50	
Total Revenues	\$77,213	\$73,887	\$73,822	\$73,772
Services	\$58,865	\$50,739	\$74,572	\$75,072
Total Expenditures	\$58,865	\$50,739	\$74,572	\$75,072
Unassigned Balances				
Unassigned Asset Replacement Balance			\$20,350	\$13,855
Total Budgeted	\$58,865	\$50,739	\$94,922	\$88,927

FUND 171 – OAKLEY RANCH				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$26,446	\$26,446	\$26,446	\$26,446
Interest	\$94	\$76	\$50	
Total Revenues	\$26,540	\$26,522	\$26,496	\$26,446
Services	\$34,578	\$28,765	\$31,746	\$26,746
Supplies				
Total Expenditures	\$34,578	\$28,765	\$31,746	\$26,746
Unassigned Balances				
Unassigned Asset Replacement Balance			\$5,942	\$10,286
Total Budgeted	\$34,578	\$28,765	\$37,688	\$37,032

FUND 172 – EMPIRE				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$4,534	\$4,534	\$4,534	\$4,534
Interest	\$122	\$108	\$50	
Total Revenues	\$4,656	\$4,642	\$4,584	\$4,534
Services	\$4,821	\$2,854	\$4,609	\$19,609
Total Expenditures	\$4,821	\$2,854	\$4,609	\$19,609
Unassigned Balances				
Unassigned Asset Replacement Balance			\$19,504	\$16,136
Total Budgeted	\$4,821	\$2,854	\$24,113	\$35,745



FUND 173 – OAKLEY TOWN CENTER				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$10,935	\$10,935	\$10,941	\$10,935
Interest	\$100	\$96	\$50	
Total Revenues	\$11,035	\$11,031	\$10,991	\$10,935
Services	\$5,334	\$7,741	\$17,591	\$30,891
Total Expenditures	\$5,334	\$7,741	\$17,591	\$30,891
Unassigned Balances				
Unassigned Asset Replacement Balance			\$24,430	\$11,684
Total Budgeted	\$5,334	\$7,741	\$42,021	\$42,575

FUND 174 – OAK GROVE				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$28,405	\$28,405	\$28,405	\$28,405
Interest	\$70	\$71	50	
Total Revenues	\$28,475	\$28,476	\$28,455	\$28,405
Services	\$22,178	\$22,367	\$28,455	\$28,405
Total Expenditures	\$22,178	\$22,367	\$28,455	\$28,405
Unassigned Balances				
Unassigned Asset Replacement Balance			\$12,261	\$13,804
Total Budgeted	\$22,178	\$22,367	\$40,716	\$42,209

FUND 175 – LAUREL WOODS/LUNA ESTATES				
	2012-2013	2013-2014	2014-2015	2015-2016
	Actual	Actual	Projected	Recommended
Assessments	\$7,668	\$7,668	\$7,668	\$7,668
Interest	\$96	\$92	\$50	
Total Revenues	\$7,764	\$7,760	\$7,718	\$7,668
Services	\$2,512	\$2,961	\$7,668	\$7,768
Total Expenditures	\$2,512	\$2,961	\$7,668	\$7,768
Unassigned Balances				
Unassigned Asset Replacement Balance			\$15,770	\$16,684
Total Budgeted	\$2,512	\$2,961	\$23,538	\$24,452

FUND 176 – SOUTH FORTY				
	2012-2013	2013-2014	2014-2015	2015-2016
	Actual	Actual	Projected	Recommended
Assessments	\$9,712	\$9,712	\$9,713	\$9,713
Interest	\$24	\$30	\$25	
Total Revenues	\$9,736	\$9,742	\$9,738	\$9,713
Services	\$6,294	\$3,980	\$9,838	\$9,838
Total Expenditures	\$6,294	\$3,980	\$9,838	\$9,838
Unassigned Balances				
Unassigned Asset Replacement Balance			\$3,346	\$4,716
Total Budgeted	\$6,294	\$3,980	\$13,184	\$14,554



FUND 177 – CLAREMONT				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$7,628	\$7,628	\$7,628	\$7,628
Interest	\$31	\$25	\$25	
Total Revenues	\$7,659	\$7,653	\$7,653	\$7,628
Services	\$7,577	\$9,065	\$12,728	\$7,728
Total Expenditures	\$7,577	\$9,065	\$12,728	\$7,728
Unassigned Balances				
Unassigned Asset Replacement Balance			\$7,935	\$3,997
Total Budgeted	\$7,577	\$9,065	\$20,663	\$11,725

FUND 178 – GATEWAY				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$18,360	\$18,360	\$18,360	\$18,360
Interest	\$287	\$254	\$125	
Total Revenues	\$18,647	\$18,614	\$18,485	\$18,360
Capital Outlay				
Services	\$17,663	\$12,852	\$18,560	\$18,560
Total Expenditures	\$17,663	\$12,852	\$18,560	\$18,560
Unassigned Balances				
Unassigned Asset Replacement Balance			\$44,592	\$45,832
Total Budgeted	\$17,663	\$12,852	\$63,152	\$64,392

FUND 179 – COUNTRYSIDE (VILLAGE GREEN)				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$2,562	\$2,562	\$2,563	\$2,563
Interest	\$31	\$29	\$25	
Total Revenues	\$2,593	\$2,591	\$2,588	\$2,563
Services	\$1,592	\$1,622	\$2,613	\$2,613
Total Expenditures	\$1,592	\$1,622	\$2,613	\$2,613
Unassigned Balances				
Unassigned Asset Replacement Balance			\$4,742	\$4,948
Total Budgeted	\$1,592	\$1,622	\$7,355	\$7,561

FUND 180 – COUNTRY FAIR (MEADOW GLEN)				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$5,423	\$5,423	\$5,423	\$5,423
Interest	\$8	\$5		
Total Revenues	\$5,431	\$5,428	\$5,423	\$5,423
Interest				
Services	\$3,783	\$3,859	\$5,423	\$5,423
Total Expenditures	\$3,783	\$3,859	\$5,423	\$5,423
Unassigned Asset Replacement Balance			\$321	
Total Budgeted	\$3,783	\$3,859	\$5,744	\$5,423



FUND 181 – CALIFORNIA SUNRISE				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$3,502	\$3,502	\$3,502	\$3,502
Interest	\$80	\$76	\$50	
Total Revenues	\$3,582	\$3,578	\$3,552	\$3,502
Services	\$513	\$778	\$3,552	\$3,552
Total Expenditures	\$513	\$778	\$3,552	\$3,552
Unassigned Balances				
Unassigned Asset Replacement Balance			\$13,432	\$14,084
Total Budgeted	\$513	\$778	\$16,984	\$17,636

FUND 182 – CALIFORNIA VISIONS (LAUREL)				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$12,000	\$12,000	\$12,000	\$12,000
Interest	\$193	\$179	\$100	
Total Revenues	\$12,193	\$12,179	\$12,100	\$12,000
Services	\$8,137	\$6,876	\$12,150	\$12,150
Transfer to Capital Reserve				
Total Expenditures	\$8,137	\$6,876	\$12,150	\$12,150
Unassigned Balances				
Unassigned Asset Replacement Balance			\$30,987	\$32,197
Total Budgeted	\$8,137	\$6,876	\$43,137	\$44,347



FUND 183 – CLAREMONT HERITAGE				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$18,240	\$18,240	\$18,240	\$18,240
Interest	\$228	\$218	\$100	
Total Revenues	\$18,468	\$18,458	\$18,340	\$18,240
Services	\$5,842	\$9,355	\$12,590	\$8,715
Transfer to Capital Reserve			\$9,600	
Total Expenditures	\$5,842	\$9,355	\$22,190	\$8,715
Unassigned Balances				
Unassigned Asset Replacement Balance			\$37,269	\$45,586
Total Budgeted	\$5,842	\$9,355	\$59,459	\$54,301

FUND 184 – COUNTRY FAIR (MEADOW GLEN II)				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$122,544	\$122,544	\$122,544	\$122,544
Interest	\$193	\$170	\$100	
Total Revenues	\$122,737	\$122,714	\$122,644	\$122,544
Services	\$119,965	\$115,679	\$123,844	\$122,344
Capital Outlay		\$379		
Total Expenditures	\$119,965	\$116,058	\$123,844	\$122,344
Unassigned Balances			(\$1,200)	
Unassigned Asset Replacement Balance			\$32,046	\$32,046
Total Budgeted	\$119,965	\$116,058	\$154,690	\$154,390

FUND 185 – SUNDANCE				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$8,910	\$8,910	\$8,910	\$8,910
Interest	\$25	\$22	\$25	
Total Revenues	\$8,935	\$8,932	\$8,935	\$8,910
Services	\$11,458	\$10,705	\$11,010	\$10,581
Total Expenditures	\$11,458	\$10,705	\$11,010	\$10,581
Unassigned Balances				
Unassigned Asset Replacement Balance			\$2,063	\$1,125
Total Budgeted	\$11,458	\$10,705	\$13,073	\$11,706

FUND 186 – CALIFORNIA JAMBOREE				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$87,548	\$87,548	\$87,547	\$87,547
Interest	\$701	\$608	\$300	
Other	\$4,709	\$6,029		
Transfers In	\$30,000	\$40,000	\$30,000	\$30,000
Total Revenues	\$122,958	\$134,185	\$117,847	\$117,547
Services	\$108,023	\$137,367	\$142,302	\$126,891
Capital Outlay	\$11,448	\$10,354		
Transfer to Capital Reserve				
Total Expenditures	\$119,471	\$147,721	\$142,302	\$126,891
Unassigned Balances				
Unassigned Asset Replacement Balance			\$121,624	\$78,432
Total Budgeted	\$119,471	\$147,721	\$263,926	\$205,323

FUND 187 – COUNTRY PLACE				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$23,400	\$23,400	\$23,400	\$23,400
Interest	(\$29)	(\$6)	(\$40)	
Transfers In	\$4,325	\$8,000	\$8,000	\$8,000
Total Revenues	\$27,696	\$31,394	\$31,360	\$31,400
Services	\$45,571	\$36,834	\$47,730	\$40,730
Total Expenditures	\$45,571	\$36,834	\$47,730	\$40,730
Unassigned Balances				
Total Budgeted	\$45,571	\$36,834	\$47,730	\$40,730

FUND 188 – LAUREL CREST				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$87,000	\$87,000	\$87,000	\$87,000
Interest	\$311	\$221	\$125	
Transfers In			\$10,000	\$10,000
Total Revenues	\$87,311	\$87,221	\$97,125	\$97,000
Services	\$105,086	\$115,701	\$109,813	\$96,838
Capital Outlay		\$1,748		
Total Expenditures	\$105,086	\$117,448	\$109,813	\$96,838
Unassigned Balances				
Unassigned Asset Replacement Balance			\$27,800	\$33,398
Total Budgeted	\$105,086	\$117,448	\$137,613	\$130,236



FUND 189 – MARSH CREEK GLEN				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$80,404	\$82,374	\$82,375	\$86,528
Interest	\$735	\$645	\$350	
Total Revenues	\$81,139	\$83,019	\$82,725	\$86,528
Services	\$53,135	\$46,611	\$48,338	\$152,400
Capital Outlay	\$50,128	\$8,818	\$83,756	\$250,000
Transfer to Capital Reserve			\$34,887	
Total Expenditures	\$103,263	\$55,429	\$166,981	\$402,400
Unassigned Balances				
Unassigned Asset Replacement Balance			\$75,573	\$42,656
Total Budgeted	\$103,263	\$55,429	\$242,554	\$445,056

FUND 190 – QUAIL GLEN				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$25,528	\$25,876	\$25,875	\$28,523
Interest	\$113	\$97	\$50	
Total Revenues	\$25,371	\$25,973	\$25,925	\$28,523
Services	\$77,320	\$12,471	\$26,150	\$23,730
Total Expenditures	\$77,320	\$12,471	\$26,150	\$23,730
Unassigned Balances				
Unassigned Asset Replacement Balance			\$19,207	\$17,878
Total Budgeted	\$77,320	\$12,471	\$45,357	\$41,608



FUND 191 – CYPRESS GROVE				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$229,686	\$235,306	\$235,309	\$247,170
Interest	\$619	\$591	\$300	
Transfers In			\$20,000	\$20,000
Total Revenues	\$230,305	\$235,897	\$255,609	\$267,170
Services	\$159,137	\$243,935	\$307,709	\$236,200
Capital Outlay		\$2,060		
Total Expenditures	\$159,137	\$245,995	\$307,709	\$236,200
Unassigned Balances			(\$2,975)	
Unassigned Asset Replacement Balance			\$81,016	\$96,020
Total Budgeted	\$159,137	\$245,995	\$385,750	\$332,220

FUND 192 – SOUTH OAKLEY				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$315,486	\$323,433	\$323,433	\$344,602
Interest	\$515	\$481	\$250	
Other	\$2,453	\$3,116		
Transfers In	\$12,950	\$10,000	\$10,000	\$10,000
Total Revenues	\$331,404	\$337,030	\$333,683	\$354,602
Services	\$286,172	\$336,973	\$328,500	\$426,700
Capital Outlay		\$10,178		
Transfer to Capital Reserve			\$8,233	
Total Expenditures	\$286,172	\$347,151	\$336,733	\$426,700
Unassigned Balances			(\$3,050)	
Unassigned Asset Replacement Balance			\$74,106	\$67,739
Total Budgeted	\$286,172	\$347,151	\$407,789	\$494,439



FUND 193 – STONE CREEK				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$15,875	\$16,000	\$15,875	\$29,250
Interest	\$209	\$205	\$100	
Total Revenues	\$16,084	\$16,205	\$15,975	\$29,250
Services	\$1,128	\$27,596	\$12,403	\$15,903
Total Expenditures	\$1,128	\$27,596	\$12,403	\$15,903
Unassigned Balances				
Unassigned Asset Replacement Balance			\$36,026	\$35,983
Total Budgeted	\$1,128	\$27,596	\$48,429	\$51,886

FUND 194 – MAGNOLIA PARK				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$510,500	\$531,000	\$510,500	\$552,500
Interest	\$1,389	\$1,459	\$700	
Other	\$7,504	\$6,764		
Transfer In	\$10,000	\$10,000	\$10,000	\$10,000
Total Revenues	\$529,393	\$549,223	\$521,200	\$562,500
Services	\$363,191	\$371,423	\$358,225	\$543,600
Capital Outlay		\$14,322	\$7,500	
Transfer to Capital Reserve			\$167,850	
Total Expenditures	\$363,191	\$385,745	\$533,575	\$543,600
Unassigned Balances				
Unassigned Asset Replacement Balance			\$92,500	\$100,000
Total Budgeted	\$363,191	\$385,745	\$626,075	\$643,600

FUND 195 – SUMMER LAKE				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$89,974	\$97,674	\$146,511	\$217,282
Interest	\$941	\$887	\$450	
Other				
Transfer In			\$25,000	\$25,000
Total Revenues	\$90,915	\$98,561	\$171,961	\$242,282
Services	\$51,212	\$56,416	\$262,450	\$389,581
Capital Outlay		\$157		
Transfer to Capital Reserve				
Total Expenditures	\$51,212	\$56,573	\$262,450	\$389,581
Unassigned Balances				
Unassigned Asset Replacement Balance			\$100,000	\$69,527
Total Budgeted	\$51,212	\$56,573	\$362,450	\$459,108



ROAD MAINTENANCE FUNDS

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

Gas Tax 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.

FUND 140 – GAS TAX				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Gas Taxes	\$833,523	\$1,056,136	\$1,195,556	\$810,350
Grant Proceeds				
Interest	\$1,058	\$1,202	\$500	
Other				
Congestion Management Funds				
Total Revenues	\$834,581	\$1,057,338	\$1,196,056	\$810,350
Services	\$356,085	\$332,877	\$531,726	\$376,573
Supplies	\$52,000	\$173,066	\$220,397	\$300,000
Capital Outlay	\$203,474	\$415,279	\$814,276	\$780,000
Transfers Out	\$161,842	\$155,745	\$158,214	\$102,148
Total Expenditures	\$773,401	\$1,076,967	\$1,724,613	\$1,558,721
Unassigned Balances			\$267,400	\$57,881
Total Budgeted	\$773,401	\$1,076,967	\$1,992,013	\$1,616,602



Measure J

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.

FUND 148 – MEASURE J				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Grants				
Measure J Allocations	\$913,878	\$508,671	\$512,433	\$512,000
Interest	(\$423)	\$989	\$1,000	
Total Revenues	\$913,455	\$509,660	\$513,433	\$512,000
Services	\$71,853	\$110,113	\$303,940	\$183,800
Supplies				
Capital Outlay	\$408,249	\$433,741	\$937,284	\$650,000
Total Expenditures	\$480,102	\$543,854	\$1,241,224	\$833,800
Unassigned Balances			\$182,344	\$40,533
Total Budgeted	\$480,102	\$543,854	\$1,423,568	\$874,333



Streets Maintenance Reserve

The Streets Maintenance Reserve Fund was first established in Fiscal Year 2013-2014 and received its first funding in Fiscal Year 2014-2015. Contributions to the Reserve are largely expected to be transfers in from the General Fund. Street maintenance follows the long-term lifecycle of the streets themselves, and as a result, long-term costs are best contained by ensuring maintenance is performed routinely. The Streets Maintenance Reserve Fund was formed to provide 1) a place to set aside funds so that maintenance activities remain available in both good times and bad, 2) a place to save up funds for more significant future maintenance projects, and 3) to be a reserve for funding unexpected projects or higher than planned project costs on critical maintenance projects.

FUND 235 – STREET MAINTENANCE RESERVE				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Transfers In			\$75,000	\$150,000
Other				
Total Revenues	\$0	\$0	\$75,000	\$150,000
Services				
Supplies				
Capital Outlay				
Total Expenditures	\$0	\$0	\$0	\$0
Unassigned Balances			\$75,000	\$225,000
Total Budgeted	\$0	\$0	\$75,000	\$225,000



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.

FUND 145 - STORM WATER PROGRAM				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$482,954	\$484,727	\$460,000	\$461,000
Interest	\$1,702	\$3,953	\$1,000	
Other	(\$77)	\$90		
Total Revenues	\$484,579	\$488,770	\$461,000	\$461,000
Services	\$222,642	\$260,628	\$395,746	\$278,047
Supplies	\$116,274	\$143,321	\$201,824	\$214,000
Capital Outlay	39,025		\$55,000	\$380,000
Total Expenditures	\$377,941	\$403,949	\$652,570	\$872,047
Unassigned Balances			\$1,037,515	\$631,315
Total Budgeted	\$377,941	\$403,949	\$1,690,085	\$1,503,362



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 fiscal year 2015-2016 budget reflects the use of the grant from the State to supplement Police Department costs.

FUND 150 – P-6 POLICE SERVICES				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Assessments	\$2,856,484	\$3,058,332	\$3,308,000	\$3,421,250
Interest	\$343	\$113	\$250	\$250
Total Revenues	\$2,856,827	\$3,058,445	\$3,308,250	\$3,421,500
Services	\$2,856,827	\$3,058,445	\$3,308,250	\$3,421,500
Total Expenditures	\$2,856,827	\$3,058,445	\$3,308,250	\$3,421,500

FUND 151 – SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Grant Revenues	\$114,322	\$116,752	\$100,000	\$100,000
Interest	(\$25)	(\$13)		
Total Revenues	\$114,297	\$116,739	\$100,000	\$100,000
Services	\$114,297	\$116,739	\$100,000	\$100,000
Supplies				
Capital Outlay				
Total Expenditures	\$114,297	\$116,739	\$100,000	\$100,000



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DEVELOPER DEPOSITS FUND

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.

FUND 301 – DEVELOPER DEPOSITS				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Developer Fees	\$632,560	\$193,050	\$423,000	\$753,998
Total Revenues	\$632,560	\$193,050	\$423,000	\$753,998
Services	\$469,565	\$188,997	\$423,000	\$753,998
Operating Transfers Out				
Total Expenditures	\$469,565	\$188,997	\$423,000	\$753,998

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SUCCESSOR HOUSING ASSETS

Successor Housing Assets

The City is the Successor Housing Agency to the now dissolved Oakley Redevelopment Agency and the City Successor Housing Assets Fund is used to account for all related City Housing activity.

Program Costs and Revenues

Funding is provided by the repayment of housing loans. Most housing loans are repayable from affordable housing developers when the project's rents meet certain hard thresholds and produce what are called "residual receipts" (amounts in excess of the thresholds). The City has one project which currently is forwarding residual receipts payments in accordance with its loan. A portion of the receipts are retained in the Successor Housing Assets Fund, and a portion is deposited in the Successor Agency to the Oakley Redevelopment Agency's Operating Fund, each receiving a share in proportion to their contribution to the original amount loaned. Program costs are currently limited to staff and internal administrative support costs for the program. Proceeds in any year that are not utilized for program costs are used to pay prior Redevelopment Agency obligations for Impact Fees on affordable housing projects.

Program Description

The Planning Division provides housing program oversight to ensure developer compliance with the terms of any agreements with the City or the dissolved Oakley Redevelopment Agency.

Staffing Summary

The work is performed by the Planner Manager and his time is charged to the program on an hourly basis.

Program Objectives

The primary operating objectives for the program in fiscal year 2015-2016 is to ensure Developers continue to comply with their obligations. There are no significant changes to the Department's objectives. To the extent costs are less than funds available, the balance will be used towards paying down a portion of the \$1.3 million in deferred impact fee obligations from prior affordable housing projects that remain outstanding.



Program Changes

There are no increases in regular staffing levels or significant one-time costs proposed.

FUND 767 – SUCCESSOR HOUSING ASSETS				
	2012-2013 Actual	2013-2014 Actual	2014-2015 Projected	2015-2016 Recommended
Property Tax				
Interest Income	(\$573)	\$41,297	\$12,000	\$12,000
Loan Repayments	\$1,181	\$1,217	\$2,400	\$2,400
Rents				
Sale of Property				
Transfers In				
Interfund Charges for Svc				
Total Revenues	\$608	\$42,514	\$14,400	\$14,400
Personnel				
Supplies				
Services	\$9,298	\$8,279	\$3,500	\$3,500
Interest	\$4,504	\$3,267		\$10,900
Total Expenditures	\$13,801	\$11,546	\$3,500	\$14,400
Unassigned Balances			\$59,239	
Total Budgeted	\$13,801	\$11,546	\$62,739	\$14,400

Note: The Successor Housing Assets Fund was established in February 2012 as a result of the Dissolution Act that dissolved redevelopment agencies throughout California.



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 Certificates 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's 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, trustees, bond counsel, rating agencies, and others in meeting the Agency's bond covenants. 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 2015-2016: 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

No program changes.



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

ESTIMATED REVENUES		
Transfers In	Interest Income	Total Revenues
\$571,035		\$571,035

RECOMMENDED EXPENDITURES			
Principal	Interest	Administration	Total Expenditures
\$275,000	\$286,035	\$10,000	\$571,035

DEBT LISTING:

2006 Certificates	Civic Center Project	\$8,500,000
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REMAINING DEBT SERVICE:

Fiscal Year	Principal	Interest	Total Debt Service
2015-16	\$275,000	\$286,035	\$561,035
2016-17	\$285,000	\$275,035	\$560,035
2017-18	\$300,000	\$263,635	\$563,635
2018-19	\$310,000	\$251,635	\$561,635
2019-20	\$325,000	\$239,235	\$564,235
Other Years	\$5,195,000	\$1,617,870	\$6,812,870
Totals	\$6,690,000	\$2,933,445	\$9,623,445



CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program (CIP) is a major public infrastructure and planning tool for the City of Oakley and the CIP serves as a statement of the City's policies and financial abilities to manage the physical development of the community. The development of a five-year CIP provides a systematic plan for providing infrastructure improvements within a prioritized framework and with a general schedule within which the projects proceed. The first year reflects the adopted budget for the upcoming Fiscal Year (FY). The remaining four years represent a schedule and estimate of future capital needs that may be funded given projected revenues.

There are several benefits for developing and adopting a Capital Improvement Program. Not only does the CIP become a management tool for the City Council and City staff, a CIP also provides valuable information to the citizens, developers, and businesses who are interested in the development of the community. The CIP document will assist in leveraging available resources through improved timing of projects, and coordinating City projects with the projects of other public or private entities.

Despite the many benefits of capital improvement programming, it is important to highlight the fact that this is a fluid document. Changes can occur for many reasons. Revenues can fluctuate as a result of changing economic conditions or shifts in City policy. Private economic decisions can also affect the timing, scale, and location of capital projects. The City of Oakley CIP reflects the strategic goals of the City Council and is a critical investment in the community.

The focus of the recommended CIP for FY 2015/16 through 2019/20 is to maintain the core infrastructure of the City of Oakley while utilizing the most cost effective and creative approach; and continuing to build new infrastructure for the community which will enhance the quality of life for residents and promote the economic vitality and viability for the City. In preparation of the CIP for FY 2015/16, a comprehensive review of perspective projects has been made to determine if the projects are still viable and should be funded. In several cases, funding previously set aside for longer-term projects are proposed to be re-assigned to higher priority current projects to better benefit the community. The most significant proposed re-assignment is from CIP project # 69, which was programmed prior to the great recession of 2008 to widen Main Street under Highway 160 and to make frontage improvements on south side of Main Street, west of the Big Break Road and Cypress Square Shopping Center. It was



determined that construction of this project in the near term is no longer viable, and that rather than through City funding, these improvements will more likely be constructed as required offsite improvements for future private development projects. The reallocation of the nearly \$1.48M from CIP #69 project provides funding for Main Street improvements from Vintage Parkway to Gardenia Drive in FY 2016/17 and provides funding for other street resurfacing, sidewalk repair and replacement, and traffic calming projects in FY 2015/16.

The CIP for FY 2015/16 is divided into specific projects to address unique needs for each component of the infrastructure system. This approach provides funding for both the infrastructure maintenance and construction of new improvements with a long range goal for protecting the quality of the public infrastructure system in the City of Oakley. The funding for the CIP projects are generally from the following sources: Measure J Sales Tax, Gas Tax, General Fund, Development Traffic Impact Fees, Park Impact Fees, and Federal & State Grants. The revenues from Development Traffic Impact Fees, Park Impact Fees are dependent of the private development activity and regional economic growth. The CIP for FY 2015/16 conservatively budgets only a portion of these funding sources to account for unforeseen downturns in the regional economic and development activity.

There is a direct relationship between CIP project construction and economic development and vitality of the community. New residents want to come and live in a community that is vibrant and provides a wide range of amenities. Commercial developers also look to build in communities that thrive and provide amenities for today's life style for its residents. The construction of CIP projects help in enhancing amenities for the community residents and enhance the quality of life which in turn makes Oakley a desired community for private development. With the improved national and regional economic forecast, it is expected that the Impact Fee revenue will grow and be a larger part of the future funding of the projects. The increase in the level of private development activity will provide opportunities for the City to undertake projects with various infrastructure improvements in conjunction with the developments; and to construct roadway improvements that will be cost effective and timely.

City of Oakley
 FY 2015/16 Project Summary
 Capital Improvement Program for Fiscal Years 2015/16 to 2019/20

FY 15/16 Proposed Revenues

	General Capital Projects	Main Street Fund	TIF	Measure J	Gas Tax	CFD	Stormwater Fund	2012 Bond Benefit	Facility Fund	LLD	Park Impact Fee
FY 14/15 Fund Balance	\$ 805,717	\$ 302,686	\$ 315,530	\$ 362,333	\$ 806,251	\$ 1,121,424	\$ 1,042,362		\$ 195,000	\$ 520,000	\$ (28,813)
FY 15/16 Revenues	\$ 1,753,316	\$ 150,000	\$ 1,800,000	\$ 512,000	\$ 810,351	\$ 289,000	\$ 461,000	\$ 64,000	\$ 50,000	\$ -	\$ 900,000
FY 15/16 Operational Expenditures	\$ 92,267	\$ 4,000	\$ 177,267	\$ 183,800	\$ 778,721	\$ 198,650	\$ 522,047		\$ 27,000	\$ -	\$ 56,000
Total Available for Capital Projects	\$ 2,466,766	\$ 448,686	\$ 1,938,263	\$ 690,533	\$ 837,881	\$ 1,211,774	\$ 981,315	\$ 64,000	\$ 218,000	\$ 520,000	\$ 815,187

FY 15/16 Proposed Expenditures

#	Project	FY 15/16 Total	General Capital Fund	Main Street Fund	TIF	Measure J	Gas Tax	CFD	Stormwater Fund	2012 Bond Benefit	Facility Fund	LLD	Park Impact Fee
39	Hill Avenue Multi-use trail	\$ 250,000										\$ 250,000	
147	East Cypress Road Widening	\$ 420,000			\$ 420,000								
165	Main Street Realignment (Vintage Parkway to 2nd Street)	\$ 3,225,000	\$ 1,761,000	\$ 350,000	\$ 800,000				\$ 250,000	\$ 64,000			
166	Hwy 160-Main Street Gateway Sign and Landscaping Project	\$ 500,000	\$ 150,000	\$ 50,000		\$ 300,000							
167	FY 2015/16 Street Repair and Resurfacing	\$ 1,200,000	\$ 200,000			\$ 300,000	\$ 700,000						
168	FY 2015/16 Street Restriping	\$ 50,000				\$ 50,000							
169	FY 2015/16 Curb, Gutter, & Sidewalk Repair and Reconstruction	\$ 80,000					\$ 80,000						
170	FY 2015/16 Frontage Gap Closure Improvements	\$ 225,000			\$ 225,000								
171	FY 2015/16 Storm Drain Improvements	\$ 100,000							\$ 100,000				
172	FY 2015/16 Traffic Calming Project	\$ 50,000			\$ 50,000								
173	ORB Buildings Rehabilitation	\$ 40,000									\$ 40,000		
174	Dry Utility Infrastructure to 1530 Neroly Road	\$ 200,000	\$ 200,000										
	Total	\$ 6,340,000	\$ 2,311,000	\$ 400,000	\$ 1,495,000	\$ 650,000	\$ 780,000	\$ -	\$ 350,000	\$ 64,000	\$ 40,000	\$ 250,000	\$ -
	Remaining Unassigned Balances		\$ 155,766	\$ 48,686	\$ 443,263	\$ 40,533	\$ 57,881	\$ 1,211,774	\$ 631,315	\$ -	\$ 178,000	\$ 270,000	\$ 815,187



Proposed Projects for FY 2015/16 CIP

Project 39, Hill Avenue Multi-Use Trail – This project will construct a pre-fabricated bridge over Marsh Creek from the Marsh Creek Glenn park to provide access to the Marsh Creek trail from the neighborhood via Hill Avenue. The project design is nearly complete and the final stage of regulatory agency permit processing is underway. Construction of the project is anticipated to start in fall 2015. Total Budget- \$250,000 (\$250,000 Marsh Creek Glen Lighting and Landscape District Zone LLD).

Project 147, East Cypress Road Widening - The Emerson Ranch subdivision was conditioned during its planning process to widen the north side of Cypress Road along the subdivision frontage and install a portion of the median and landscaping. The responsibility of the developers is for curb, gutter, sidewalk, medians, and one travel lane. The second travel lane, traffic signal, and part of the medians will be the responsibility of the City. The actual construction work will be performed by the developer; and the City's cost of the project is eligible for Traffic Impact Fee credits. The project is expected to go to construction in spring 2015 and to continue to fall 2015. Fee credits will be based on actual construction costs and will be issued at the time of building permits. Total Budget- \$420,000 (\$420,000 Traffic Impact Fee (TIF)).

Project 165, Main Street Realignment (Vintage Parkway to 2nd Street) - This project will continue the improvements that started in the downtown area on Main Street three years ago by constructing new curb, gutter, sidewalk, paving, and streetscape from Norcross Lane to Second Street. A new traffic signal will be constructed at the intersection of Main Street and Norcross Lane and there will also be traffic signals interconnect between the three traffic signals on Main Street at Vintage Parkway, Norcross Lane, and O'Hara Avenue. This signal interconnection will help in traffic flow along Main Street. At the intersection of Main Street and 2nd Street there will be a roadway realignment to better define the transition point between the core downtown area and the rest of Main Street as determined in the downtown "Visioning" project in 2014. Total Budget- \$ 3,225,000 (\$1,461,000 SAFETEA-LU Federal Grant), (\$800,000 TIF), (\$300,000 General Capital Projects Fund), (\$350,000 Main Street Fund), (\$250,000 Storm water Fund), (\$64,000 - 2012 Bonds Annual Refinancing Benefit)

Project 166, Hwy 160-Main Street Gateway Sign & Landscaping Project – This project will landscape the area in between the Hwy 160 ramps and Main Street to provide an enhanced gateway to the City of Oakley. A new gateway sign will be inside the off-



ramp area from Highway 160 to Main Street. The new landscaping will greatly improve this area as a gateway to Oakley. This work will also complement the new Hwy 160 improvements that provide connector ramps to Hwy 4 and to the Main Street resurfacing project (Bridgehead Road to Big Break Road) that will take place in summer 2015. Total Budget- \$500,000 (\$150,000 General Capital Projects Fund), (\$300,000 Measure J Fund), (\$50,000 Main Street Fund).

Project 167, FY 2015/16 Street Repair & Resurfacing - This project will repair the base and surface failures and resurface streets throughout the City as a part of a comprehensive program to maintain the streets for the community. The resurfacing project for FY 2015/16 will focus on subdivisions south of Oakley Road, west of Empire Avenue, and subdivisions north and south of Laurel Road and east of Main Street. Total Budget- \$1,200,000 (\$700,000 Gas Tax), (\$300,000 Measure J), (\$200,000 General Capital Projects Fund).

Project 168, FY 2015/16 Street Restriping- This project will restripe various City streets each year to help maintain the streets that are delineated and marked clearly for public use for motorists and pedestrians. The work performed under this project focuses on the streets that are not in the plan for resurfacing in the next 2 years and need the striping for lane delineation (centerline, edge line, cross walk, pavement marking) to provide safe streets for the community. Total Budget- \$50,000 (\$50,000 Measure J).

Project 169, FY 2015/16 Curb, Gutter, and Sidewalk Repair and Reconstruction- This project will coordinate with the responsible property owners to repair and reconstruct damaged and broken concrete curbs, gutters, and sidewalk throughout the City to eliminate trip and fall accidents caused by sidewalks and curbs uplifted by tree root overgrowth and to provide safe streets for the community. This project works in coordination with the 50-50 cost share program that helps the property owners in the City to address concrete sidewalk and curb and gutter uplifts caused by tree root overgrowth. Total Budget- \$80,000 (\$80,000 Gas Tax)

Project 170, FY 2015/16 Frontage Gap Closure Improvements - This project will construct localized curb, gutter, sidewalk, ADA ramps, and pavement widening improvements that are necessary for vehicular and pedestrian safety and will likely not be provided for by future private developments. The project for FY 2015/16 will widen the street and construct curb and sidewalks on Main Street south of East Cypress Road. Total Budget- \$225,000 (\$225,000 TIF)



Project 171, FY 2015/16 Storm Drain Improvements - This project will construct storm drain systems on West Bolton Road. This area does not have a formal storm drain system and has experienced chronic flooding during the rainy season. Total Budget- \$100,000 (\$100,000 Storm water Fund)

Project 172, FY 2015/16 Traffic Calming Project – The traffic flow in the community has become one of the major issues that the Police and Public Works Departments handle on a regular basis. The adoption of the new neighborhood traffic calming plan in November 18, 2014 by the City Council established the frame work and guidelines for processing various traffic calming requests. This is the first year that a project has been added in the CIP dedicated to Traffic Calming and is intended to address various traffic calming requests based on priority and order received. Total Budget- \$50,000 (\$50,000 TIF)

Project 173, Oakley Recreation Building (ORB) Rehabilitation – The condition of the ORB building will deteriorate without maintenance and up-keep. This project will paint the exterior of the buildings to protect them from weather elements. The project will also replace the interior floors to provide a safe and solid floor for all the users of the facility. Total Budget- \$40,000 (\$40,000 Capital Facilities Maintenance and Repairs Fund)

Project 174, Dry Utility Infrastructure to 1530 Neroly Road – City of Oakley owns several parcels of land at corner of Empire Avenue and Neroly Road in front of Diamond Hill Athletic Club. There are no dry utilities (i.e. electric, gas, TV, Communications) at these parcels and in order for the City to sell the property at best price and value, this project will design and construct the dry utilities to the site. Total Budget- \$200,000 (\$200,000 General Fund)

Completed Projects in FY 2014/15

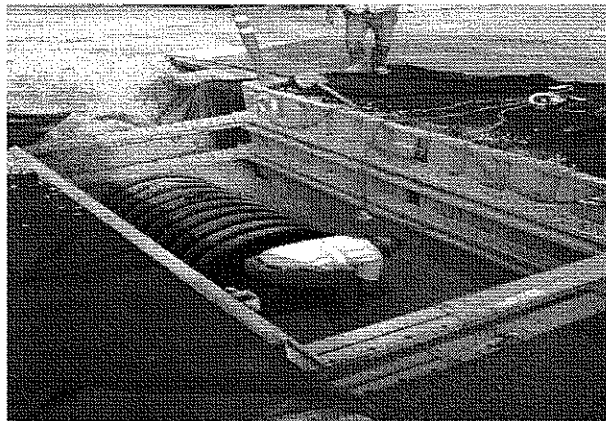
PROJECT LOCATIONS	
A Main Street Median Improvement Project	F Laurel Road Widening Project
B Main Street Storm Drain Improvement Project	G City Park Security Camera Installation Project
C Street Resurfacing and Repair Project	H City Street Restriping Project
D Traffic Signal Modernization Project	
E Traffic Safety Improvement Project	



A Main Street Median Improvement Project

Main Street Median Improvement Project

This project removed the old Caltrans landscaping and irrigation between Empire Avenue and Vintage Parkway, and installed new landscaping and water efficient irrigation and stamped concrete consistent with the City's standards. The median rehabilitation will enhance the appearance and aesthetics of the Main Street corridor when approaching Downtown Oakley.



B Main Street Storm Drain Improvement Project

Main Street Storm Drain Improvement Project

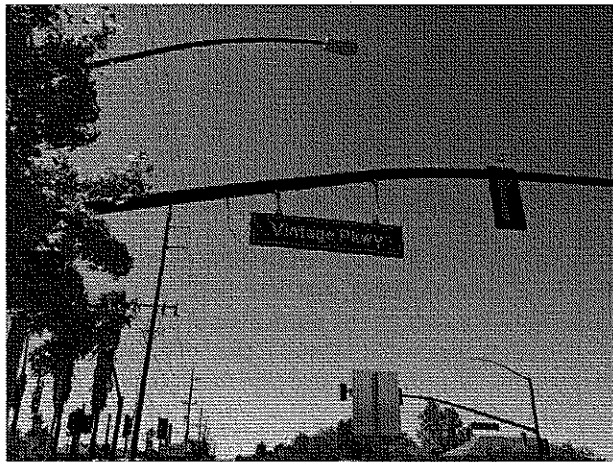
This project installed infiltration basins to alleviate the long term flooding that has been a major health and safety concern on the north side of Main Street between Seventh Street and O'Neil Court. The infiltration basins capture the storm water off the roadway providing a safer path of travel.



C Street Resurfacing and Repair Project

Street Resurfacing and Repair Project

This project removed the asphalt paving around many of the manholes on Neroly Road from Empire Avenue to Brown Road that were unsafe and hazardous for vehicles and motorcycles. The project also repaired pavement and curb and gutter failures on Empire Avenue and numerous base failures on Laurel Road. The work was a key factor in keeping those streets in good condition ahead of the rainy season.



D Traffic Signal Modernization Project

Traffic Signal Modernization Project

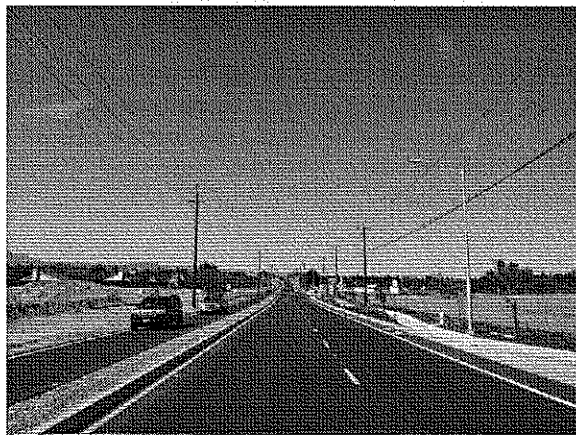
This project included the modification to existing traffic signals and street lighting on Main Street and Empire Avenue. This project installed new illuminated street name signs, pedestrian push buttons, pedestrian countdown clocks, as well as replaced the street lights with L.E.D. lighting on the traffic signal poles.



E Traffic Safety Improvement Project

Traffic Safety Improvement Project

The project installed flashing advanced warning and cross-walk signs on O'Hara Avenue in front of O'Hara Park School and on Carpenter Road near Almond Grove School. Additionally, new flashing signs were installed on Carpenter Road and Vineyard Drive that replaced outdated cross-walk beacons. The new flashing signs are push button activated and flash high intensity LED lights to warn vehicles that pedestrians may be crossing the street. Two electronic radar feedback signs were also installed on Brownstone Road.



F Laurel Road Widening Project

Laurel Road Widening Project

This project widened the north side of Laurel Road from O'Hara Avenue to Rose Avenue to two lanes. The project also included half the median islands, storm drain improvements, landscaping and irrigation, and LED street lighting.



G City Park Security Camera Installation Project

City Park Security Camera Installation Project

This project replaced old analog security cameras with 44 new digital security cameras at 10 of the City's parks. The new cameras have been extremely effective and as a result several vandals have been apprehended.



H City Street Restriping Project

Street Restriping Project

This project restriped several streets in the community. The scope of work includes repainting centerlines, edge lines and legends. The project included striping work on Brownstone Road, O'Hara Avenue, Anderson Lane, and the Walnut Meadows subdivision



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. The revenues recommended in the Budget are primarily transfers in from the General Fund, although there are small amounts estimated each year for insurance/salvage recoveries and interest earnings. The funds transferred from the General Fund come partially from taxes, and partially from fees and other revenues.

Program Description

The City charges all of its departments for a share of the funds determined each year, according to City policies, necessary to keep the reserves for equipment and vehicle replacement and for capital facilities maintenance and replacement appropriately funded; and the proceeds are transferred to these 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 budget includes expenditures to replace and outfit 3 patrol cars, 6 network switches, all of the patrol vehicle computers, replace 10 workstations and upgrade several more, and replace/upgrade the City's software to Microsoft Office 2013.

The Capital Facilities Maintenance and Replacement Fund budget includes expenditures for repairs to the Oakley Recreation Building and for City Council Chambers repairs.

Program Changes

No program changes.



FUND 501 EQUIPMENT REPLACEMENT FUND

Revenues

Transfers in	\$100,000
Salvage Values	\$ 5,000
Interest	\$ 1,000
Total Revenues	<u>\$106,000</u>

Expenditures

Vehicles	\$105,000
Vehicle Equipment	\$ 45,000
Vehicle Computers	\$ 60,000
Network Switches/Warranties	\$ 30,500
MS Office 2013 Upgrade	\$ 21,000
Workstations	\$ 15,750
Interfund Charges	\$ 2,500
Total Expenditures	<u>\$279,750</u>

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
Est. Accum Depr BOY	2,931	3,056	3,156	3,256	3,331
Est. New Depreciation	325	325	325	325	325
Est. Deletions (Replaced assets)	(200)	(225)	(225)	(250)	(250)
Est. Accum Depr EOY	3,056	3,156	3,256	3,331	3,406
Net additions to reserve (including interest, asset sales, and insurance recoveries)	106	205	205	255	265
Reserve Bal BOY	1,267	1,093	1,070	1,022	1,024
Equipment Replacements/ Expenditures	(280)	(228)	(253)	(253)	(253)
Reserve Bal EOY	1,093	1,070	1,022	1,024	1,036
Target @ 50% Accum Depr.	1,528	1,578	1,628	1,666	1,703

BOY= Beginning of the year
EOY=End of the year



PLANNED REPLACEMENTS FOR 2015-2016			
Description	Quantity	Estimated Cost/Unit*	Total Estimated Cost
Patrol Vehicles	3	\$35,000	\$105,000
Patrol Vehicle Equip.	3	\$15,000	\$45,000
Vehicle Computers **	25	\$5,600	\$60,000
Network Switches and Warranties	6	\$5,083	\$30,500
MS Office Upgrade	55	\$381	\$21,000
Workstations	10	\$1,575	\$15,750
Totals			\$ 277,250

*Amounts shown include equipment and installation/implementation costs.

**Vehicle computer replacements for all patrol vehicles are being in part paid for out of police transition costs. Replacement, configuration and installation is estimated at approximately \$140,000 in total.

FUND 502 CAPITAL FACILITIES MAINTENANCE & REPLACEMENT FUND

Revenues

Transfers in	\$50,000
Total Revenues	<u>\$50,000</u>

Expenditures

City Council Chambers	\$25,000
Oakley Recreation Bldg.	\$40,000
Interfund Charges	<u>\$ 2,000</u>
Total Expenditures	<u>\$67,000</u>

Fund Balances in Fund 502 are projected to be \$178,000 at July 1, 2016; and Staff believes that amount is sufficient to meet the policy target of enough to pay for 5 years' estimated costs.



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 Assessment District 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 the City complies with financial reporting requirements and interfaces with contracted administrators, trustees, bond counsel, rating agencies, and others in meeting the Agency's bond covenants. 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 2015-2016: 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

No program changes.



2004-1 ASSESSMENT DISTRICT DEBT
Fund 621

ESTIMATED REVENUES		
Assessment Revenues	Interest Income	Total Revenues
\$1,155,207	\$5,000	\$1,160,207

RECOMMENDED EXPENDITURES			
Principal	Interest	Administration	Total Expenditures
\$370,000	\$766,607	\$23,600	\$1,160,207

DEBT LISTING:

2004-1 AD	Cypress Grove/Live Oak	\$17,150,000
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REMAINING DEBT SERVICE:

Fiscal Year	Principal	Interest	Total Debt Service
2015-16	\$370,000	\$766,606	\$1,136,606
2016-17	\$390,000	\$746,412	\$1,136,412
2017-18	\$405,000	\$724,794	\$1,129,794
2018-19	\$430,000	\$701,563	\$1,131,563
2019-20	\$450,000	\$676,644	\$1,126,644
Other Years	\$11,120,000	\$5,703,172	\$16,823,172
Totals	\$13,165,000	\$9,319,191	\$22,484,191



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

ESTIMATED REVENUES		
Assessment Revenues	Interest Income	Total Revenues
\$747,703		\$747,703

RECOMMENDED EXPENDITURES			
Principal	Interest	Administration	Total Expenditures
\$240,000	\$484,903	\$22,800	\$747,703

DEBT LISTING:

2006-1 AD	Magnolia Park/Riata	\$11,460,000
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REMAINING DEBT SERVICE:

Fiscal Year	Principal	Interest	Total Debt Service
2015-16	\$240,000	\$896,606	\$1,136,606
2016-17	\$255,000	\$881,412	\$1,136,412
2017-18	\$270,000	\$859,794	\$1,129,794
2018-19	\$280,000	\$851,563	\$1,131,563
2019-20	\$295,000	\$831,644	\$1,126,644
Other Years	\$8,110,000	\$2,103,960	\$10,213,960
Totals	\$9,450,000	\$6,424,979	\$15,874,979



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.

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 accordance with the City's Financial Policies, the Plan is based on what we believe are reasonable, conservative assumptions.

As always, since the Plan includes both general purpose and special purpose (assigned) revenues, it's important to reiterate that 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 rollover balances (excluding reserves) for assigned revenues are smaller in the Plan.

Overall, the Plan is intended to help us see where we are succeeding in achieving service sustainability and where we must improve, and 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 on the following pages confirms that from a service sustainability perspective, the recommended Budget is structurally balanced, and it provides a look forward at how, with discipline, it can remain that way.

Certainly, the City's near-term position is improved when compared to recent years, and although there is still a backlog of restoration to accomplish, the near term Plan for Fiscal Year 2015-2016 helps in moving that restoration forward.



The anticipated transition to a mostly in-house Police Department is included in the Plan, and as a result, during the 10 Year Period, a more aggressive approach to keeping police staffing on pace with new development is possible, as well as continuing the gradual restoration of other services.

The General Fund reserve balance remains healthy, and in compliance with the City's policy of at least 20% of expenditures; and while the Plan shows its balance decreasing gradually over the 10 year period, adjustments during the period are to be expected and projected in the Plan, even at 10 years out, to remain above 20%.

Lastly it is useful to remind ourselves, especially in improving times: developing a "Plan" that remains in balance can be more easily resolved in the math, while the work to ensure the organization remains positioned to actually stay in balance requires both vigilance and discipline.

(10 Year Plan attached.)

City of Oakley
10 Year Plan
For Inclusion in the
FY 2014-15
City Budget

Description	General Character	(Dollars in Thousands)													Total
		Actual 12/13	Actual 13/14	Projected 14/15	Proposed 15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	
General Purpose Revenues															
Property Taxes	Recurring	1,914	\$1,941	\$2,493	\$2,642	\$2,774	\$2,913	\$3,058	\$3,211	\$3,372	\$3,541	\$3,718	\$3,903	\$4,099	33,231
PT in Lieu of VLF	Recurring	1,793	1,927	2,002	2,121	2,227	2,338	2,455	2,578	2,707	2,842	2,984	3,134	3,290	26,678
State Prop 1A Loan/Repayment w/2% int.	On Occasion	473													0
Sales & Use Tax	Recurring	1,617	1,521	1,482	1,598	1,678	1,762	1,850	1,942	2,039	2,141	2,249	2,361	2,479	20,099
Motor Vehicle In-Lieu Fees	Recurring	19	16	16	0	0	0	0	0	0	0	-	-	-	0
Trans. Occupancy Tax (TOT)	Recurring	196	195	240	240	252	265	278	292	306	322	338	355	372	3,019
Real Property Transfer Tax	Recurring	137	147	150	150	158	165	174	182	191	201	211	222	233	1,887
Franchise Fees	Recurring	1,115	1,230	1,243	1,293	1,358	1,426	1,497	1,572	1,650	1,733	1,819	1,910	2,006	16,263
Business License Tax	Recurring	107	111	107	110	112	114	117	119	121	124	126	129	131	1,204
Traffic Fines	Recurring	155	130	128	128	134	141	148	156	163	172	180	189	199	1,610
Interest Income	Recurring	21	58	130	130	175	185	195	195	195	210	210	225	225	1,945
Subtotal General Purpose		7,547	7,276	7,991	8,412	8,868	9,309	9,772	10,247	10,746	11,285	11,835	12,428	13,034	105,936
Fee/Reimbursement Revenues															
Building Permits/Plan Check/Rental Inspections	Recurring	816	939	550	822	941	969	1,248	1,285	1,324	1,363	1,404	1,446	1,490	12,291
Engineering Fees	Recurring	10	22	20	21	22	23	24	26	27	28	30	31	33	264
Planning Fees	Recurring	11	13	11	8	8	9	9	10	10	11	11	12	12	101
Law Enforcement Fees/Reimbursement Revenues	Recurring	27	45	89	79	81	84	86	89	92	94	97	100	103	906
Recreation Fees	Recurring	71	73	54	49	51	54	57	60	63	66	69	72	76	616
City Admin Fees	Recurring	306	338	170	261	299	308	646	658	670	683	696	709	723	5,653
Interfund Cost Recoveries (operations)	Recurring	5,359	4,942	5,473	5,602	5,916	6,355	6,876	7,473	8,111	8,790	9,515	10,269	11,056	79,963
Interfund Cost Recoveries (charging grant funds)	one-time	21	17	14	3										3
Other Miscellaneous Fees & Charges	Rec & one-time	107	153	213	88	91	93	96	99	102	105	108	111	115	1,009
Subtotal Fee/Reimbursement Revenues		6,728	6,542	6,594	6,933	7,410	7,895	9,043	9,699	10,397	11,140	11,930	12,752	13,608	100,805
Total General Operating Revenues		14,275	13,818	14,585	15,345	16,277	17,204	18,815	19,946	21,144	22,425	23,765	25,179	26,641	206,741
Release of Dutch Slough Fund Balance Reserves	one-time	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Proceeds from the Sale of Property	one-time			135											
Total Sources of Funds		14,275	13,818	14,720	15,345	16,277	17,204	18,815	19,946	21,144	22,425	23,765	25,179	26,641	206,741

City of Oakley
10 Year Plan
For Inclusion in the
FY 2014-15
City Budget

Description	General													Total 15/16-24/25	
	Character	Actual 12/13	Actual 13/14	Projected 14/15	Proposed 15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24		24/25
Department Expenses															
City Council	Recurring	62	57	62	62	65	65	68	68	72	72	75	75	79	702
Elections	Recurring	17	0	25	0	27	0	29	0	31	0	34	0	36	157
City Manager	Recurring	381	403	448	431	453	475	569	597	627	659	692	726	762	5,991
Economic Development	Recurring	153	147	194	203	213	224	295	310	325	341	359	377	395	3,042
Community Outreach	Recurring	66	92	115	107	112	118	124	130	137	143	151	158	166	1,346
Human Resources	Recurring	32	23	67	77	81	85	89	94	98	103	108	114	119	968
Maintenance Custodial	Recurring	46	48	70	70	74	77	81	85	89	94	98	103	109	880
City Clerk	Recurring	234	220	244	230	242	254	326	343	360	378	397	416	437	3,381
Finance	Recurring	527	541	648	634	666	699	804	844	886	931	977	1,026	1,077	8,544
Information Technology	Recurring	214	222	243	242	254	267	280	294	309	324	341	358	375	3,044
Public Safety	Recurring	7,168	7,445	8,647	8,986	8,556	9,433	9,905	10,625	11,157	11,964	12,563	13,441	14,113	110,742
City Attorney	Recurring	214	203	205	200	210	221	232	243	255	268	281	295	310	2,516
Animal Control	Recurring	191	194	198	222	233	245	257	270	283	298	312	328	344	2,792
Planning	Recurring	299	326	372	340	357	375	464	487	511	537	563	592	621	4,846
Building Inspection	Recurring	616	472	396	429	450	473	497	521	548	575	604	634	666	5,396
Code Enforcement/Rental Inspections	Recurring	40	105	263	320	336	353	370	389	408	429	450	473	496	4,025
Public Works/Engineering	Recurring	1,106	857	828	931	978	1,026	1,148	1,205	1,265	1,329	1,395	1,465	1,538	12,280
Public Works Maintenance	Recurring	97	109	189	169	177	186	196	205	216	226	238	250	262	2,126
Recreation	Rec & one-time	330	378	538	493	518	544	571	599	629	661	694	728	765	6,201
Parks	Recurring	378	372	390	482	506	531	618	649	681	715	751	789	828	6,551
Department Expenditures:		12,171	12,214	14,142	14,628	14,506	15,650	16,922	17,959	18,888	20,046	21,082	22,347	23,501	178,980
Non-Departmental Expenses															
Other Non-Departmental Expenses	Recurring	416	477	504	693	721	750	780	811	843	877	912	948	986	8,320
Equipment Replacement (exp & reserve)	Recurring	280	249	50	100	200	200	250	260	270	280	290	300	310	2,460
Capital Facilities Mtc & Replacement (exp & reserve)	Recurring	0	0	0	50	30	40	50	50	50	50	50	50	50	470
Interim Needs/Contingency	Recurring	11	162	316	618	613	661	715	759	798	847	891	944	993	7,838
Amount charged to Departments	Recurring	(909)	(904)	(819)	(1,173)	(1,336)	(1,423)	(1,566)	(1,651)	(1,733)	(1,826)	(1,915)	(2,015)	(2,111)	(16,749)
Total Non-Department Expend.		(202)	(16)	51	288	228	228	228	228	228	228	228	228	228	2,340
Total Expenditures		11,969	12,198	14,193	14,916	14,734	15,878	17,150	18,187	19,116	20,274	21,310	22,575	23,729	181,320
Net General Operating Revenue (Expense)			1,620	527	429	1,543	1,325	1,665	1,759	2,027	2,151	2,454	2,604	2,912	
Transfers and Loans															
Transfers to Active Roadway Maintenance Programs	recurring	(43)	(44)	(100)	(225)	(300)	(450)	(600)	(650)	(750)	(750)	(850)	(900)	(1,000)	(6,475)
Transfer to Reserve for Street Maintenance	recurring			(75)	(150)	(250)	(400)	(400)	(400)	(500)	(600)	(700)	(750)	(850)	(5,000)
Transfers to Main Street Fund	recurring	(25)	(25)	(100)	(150)	(300)	(450)	(600)	(650)	(750)	(750)	(850)	(900)	(1,000)	(6,400)
Transfers to General Capital Projects Fund	one-time	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Loans to Public Facilities Fee Fund/Repayments	one-time	(75)	(75)	(281)	(5)	125	306	0	0	0	0	0	0	0	426
Total Transfers		(143)	(144)	(556)	(530)	(725)	(994)	(1,600)	(1,700)	(2,000)	(2,100)	(2,400)	(2,550)	(2,850)	(17,449)
Use of Fund Balance															
For General Fund One Time uses	one-time	(224)		(2,035)	(800)										
Transfer to General Capital Projects Fund	one-time	0	(272)	(1,065)	(200)										
Economic Development Loans	one-time		(400)	400											
Anticipated Sales Tax Allocation Correction	one-time		(45)	(135)											
Total Net Sources (Uses) of Funds		1,939	759	(2,864)	(1,101)	818	331	65	59	27	51	54	54	62	

City of Oakley
10 Year Plan
For Inclusion in the
FY 2014-15
City Budget

Description	General Character	(Dollars in Thousands)													
		Actual 12/13	Actual 13/14	Projected 14/15	Proposed 15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	
Summary of Recurring and One-Time Amounts															
Recurring Activities Summary															
Revenues		13,781	13,801	14,571	15,342	16,277	17,204	18,815	19,946	21,144	22,425	23,765	25,179	26,641	
Expenditures/ Including Transfers and Loans		12,016	12,250	14,454	15,335	15,584	17,178	18,750	19,887	21,116	22,374	23,710	25,125	26,579	
Revenues over (under) Expenditures		1,765	1,551	117	7	693	25	65	59	27	51	54	54	62	
One-Time Activities Summary															
Revenues		494	(383)	414	3	125	306	0	0	0	0	0	0	0	
Expenditures/ Including Transfers and Loans		96	409	3,395	1,111	0	0	0	0	0	0	0	0	0	
Revenues over (under) Expenditures		398	(792)	(2,981)	(1,108)	125	306	0	0	0	0	0	0	0	
Total Recurring and One-Time		2,163	759	(2,864)	(1,101)	818	331	65	59	27	51	54	54	62	
														Total 15/16-24/25	
Assigned Revenues/Police															
State COPS Grant (SLESF)	one-time	114	117	100	100	100	100	100	100	100	100	100	100	100	1,000
P-6 Police Services Assessments	Recurring	2,857	3,058	3,308	3,421	3,626	3,950	4,352	4,822	5,327	5,867	6,446	7,047	7,673	52,531
School Resource Officer Grant	one-time	55	55	55	55	55	55	55	55	55	55	55	55	55	550
Police Equip./Traffic Grants	one-time														0
Subtotal Assigned Police Revenues		3,026	3,230	3,463	3,576	3,781	4,105	4,507	4,977	5,482	6,022	6,601	7,202	7,828	54,081
														180	
														200	
														200	
														250	
														250	
														250	
														250	
Restricted Police Expenditures															
State COPS Grant (SLESF)	one-time	114	117	100	100	100	100	100	100	100	100	100	100	100	1,000
P-6 Supported Police Services	Recurring	2,857	3,058	3,308	3,421	3,626	3,950	4,352	4,822	5,327	5,867	6,446	7,047	7,673	52,531
School Resource Officer Grant	one-time	55	55	55	55	55	55	55	55	55	55	55	55	55	550
Police Equip./Traffic Grants	one-time														0
Subtotal Restricted Police Expenditures		3,026	3,230	3,463	3,576	3,781	4,105	4,507	4,977	5,482	6,022	6,601	7,202	7,828	54,081
Rollover Balances*															
		0	0	0	0	0	0	0	0	0	0	0	0	0	0

City of Oakley
10 Year Plan
For Inclusion in the
FY 2014-15
City Budget

Description	General Character	(Dollars in Thousands)												Total 15/16-24/25	
		Actual 12/13	Actual 13/14	Projected 14/15	Proposed 15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24		24/25
Parks, Landscaping & Lighting Revenues															
Community Parks	Recurring	1,115	1,132	1,085	1,128	1,195	1,263	1,344	1,426	1,510	1,595	1,683	1,772	1,862	14,777
	one-time														0
<i>Loan from General Fund, if necessary</i>															
Street Lighting	Recurring	201	206	213	218	228	239	251	264	277	290	303	316	329	2,716
	one-time	162	156	121	102	108	114	119	125	131	139	147	157	168	1,309
<i>Transfer in from Gas Tax Fund</i>															
Neighborhood Parks	Recurring	1,908	1,962	2,033	2,177	2,284	2,393	2,517	2,644	2,774	2,909	3,048	3,191	3,338	27,274
Total Parks, Landscaping & Lighting Revenues		3,386	3,456	3,452	3,625	3,814	4,009	4,231	4,458	4,692	4,933	5,181	5,435	5,697	46,076
Parks, Landscaping & Lighting Expenditures															
Community Parks	Recurring	818	891	930	915	1,011	1,061	1,114	1,170	1,229	1,290	1,355	1,422	1,493	12,060
	one-time	0	88	43	1							18	18	18	55
<i>Repay General Fund Loans</i>															
Street Lighting	Recurring	348	337	329	320	336	353	370	389	408	429	450	473	496	4,025
Neighborhood Parks	Recurring	1,640	1,740	2,242	2,585	2,356	2,426	2,499	2,574	2,651	2,731	2,813	2,897	2,984	26,517
Total Parks, Landscaping & Lighting Expenditures		2,806	3,056	3,544	3,821	3,702	3,840	3,984	4,133	4,288	4,450	4,636	4,810	4,992	42,657
Rollover Balances															
Community Parks (Including Loans & Reserves)		955	1,108	1,220	1,432	1,616	1,818	2,047	2,303	2,584	2,890	3,200	3,531	3,882	
Street Lighting (Including Reserves)		149	174	179	179	179	179	179	179	179	179	179	179	179	
Neighborhood Parks (Including Reserves)		4,675	4,897	4,688	4,280	4,208	4,175	4,192	4,261	4,384	4,562	4,797	5,091	5,445	
Roadway Maintenance Revenues															
Gas Tax Revenues	Recurring	835	1,084	1,196	810	851	893	938	985	1,034	1,085	1,140	1,197	1,257	10,188
Measure J Revenues	Recurring	913	510	513	512	538	564	593	622	653	686	720	756	794	6,440
Transfers in from the General Fund for Current Capital Projects		68	69	895	375	600	900	1,200	1,300	1,500	1,500	1,700	1,800	2,000	12,875
General Fund Transfers to the Street Maintenance Reserve Fund				75	150	250	400	400	400	500	600	700	750	850	5,000
Streets Related Grants				1,029	1,461										
Total Roadway Maintenance Revenues		1,816	1,663	3,708	3,308	2,238	2,758	3,130	3,307	3,687	3,872	4,260	4,503	4,901	29,503
Roadway Maintenance Expenditures															
Gas Tax Expenditures for roadway repairs & maintenance	Recurring	303	425	464	677	393	429	469	510	903	947	992	1,040	1,089	7,448
	one-time	(162)	(156)	(121)	(102)	(108)	(114)	(119)	(125)	(131)	(139)	(147)	(157)	(168)	(1,309)
<i>Transfer to Street Lighting Fund</i>															
<i>Used for Capital Projects (for new or expanded roadways)</i>															
	one-time	(308)	(496)	(503)	(780)	(350)	(350)	(350)	(350)	(350)	(350)	(350)	(350)	(350)	(2,180)
Measure J Expenditures for roadway repairs & maintenance	Recurring	72	76	89	184	149	314	343	372	653	686	720	756	794	4,973
	one-time	(417)	(468)	(550)	(650)	(389)	(250)	(250)	(250)	(250)	(250)	(250)	(250)	(250)	(1,789)
<i>Used for Capital Projects (for new or expanded roadways)</i>															
Use of General Fund Transfers/Grants	one-time	358	98	1,993	2,090	600	900	1,200	1,300	1,500	1,500	1,700	1,800	2,000	14,590
Use of Street Maintenance Reserves															0
Total Roadway Maintenance Expenditures & Transfers		1,620	1,719	3,720	4,483	1,988	2,358	2,730	2,907	3,187	3,272	3,560	3,753	4,051	32,289
Rollover Balances		1,453	1,397	1,385	210	460	860	1,260	1,660	2,160	2,760	3,460	4,210	5,060	

Description	General Character	(Dollars in Thousands)												Total 15/16-24/25	
		Actual 12/13	Actual 13/14	Projected 14/15	Proposed 15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24		24/25
Drainage and Stormwater Revenues															
Community Facilities District Assessments	Recurring	285	293	289	288	297	306	315	324	334	344	354	365	376	3,302
Stormwater Assessments	Recurring	485	489	461	461	475	489	504	519	534	550	567	584	602	5,285
Total Drainage and Stormwater Revenues		770	782	750	749	771	795	818	843	868	894	921	949	977	8,586
Drainage and Stormwater Expenditures															
Community Facilities District Drainage Maintenance	Recurring	109	75	668	199	297	306	315	324	334	344	354	365	376	3,213
Stormwater Program Expenditures	Recurring	378	404	607	498	475	489	504	519	534	550	567	584	602	5,322
Total Drainage and Stormwater Expenditures		487	479	1,275	697	771	795	818	843	868	894	921	949	977	8,534
Rollover Balances		2,434	2,737	2,212	2,264	2,264	2,264	2,264	2,264	2,264	2,264	2,264	2,264	2,264	
Other Grant Revenues															
Recycling Grant	one-time	9	24	15	10	0	0	0	0	0	0	0	0	0	10
Oakley Welcoming (You+Me=We)	one-time	66	72	80	78	0	0	0	0	0	0	0	0	0	78
Recreation Grants (Misc)	one-time	0	0	15	0	0	0	0	0	0	0	0	0	0	0
Vesper Grant	one-time	32	27	21	7	0	0	0	0	0	0	0	0	0	7
Urban Forestry Grant			22	0	0										0
Measure WW			0	405											
Total Other Grant Revenues		107	145	536	95	0	0	0	0	0	0	0	0	0	95
Other Grant Expenditures															
Recycling Grant	one-time	9	24	15	10	0	0	0	0	0	0	0	0	0	10
Oakley Welcoming (You+Me=We)	one-time	66	72	80	78	0	0	0	0	0	0	0	0	0	78
Recreation Grants (Misc)	one-time	0	0	15	0	0	0	0	0	0	0	0	0	0	0
Vesper Grant	one-time	32	27	21	7	0	0	0	0	0	0	0	0	0	7
Urban Forestry Grant		0	22	0	0										0
Measure WW			111	294											
Total Other Grant Expenditures		107	256	425	95	0	0	0	0	0	0	0	0	0	95
Rollover Balances															
Recycling Grant		0	0	0	0	0	0	0	0	0	0	0	0	0	
Oakley Welcoming (You+Me=We)		0	0	0	0	0	0	0	0	0	0	0	0	0	
Recreation Grants		0	0	0	0	0	0	0	0	0	0	0	0	0	
Vesper Grant		0	0	0	0	0	0	0	0	0	0	0	0	0	
Urban Forestry Grant		0	0	0	0	0	0	0	0	0	0	0	0	0	
Measure WW			(111)	0	0	0	0	0	0	0	0	0	0	0	
Qualifying Capital Projects	recurring	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Long-Term Analysis of General Fund Fund Balances

Restricted Fund Balances:

For Dutch Slough	559	559	559	559	559	559	559	559	559	559	559	559	559	559
For Loans/Interfund Advances Receivable	1,051	1,409	2,763	2,742	2,592	2,261	2,236	2,211	2,186	2,161	2,118	2,075	2,032	
Receivable for State Prop 1A Loan	0													
For Termination Payouts	81	118	125	125	125	125	125	125	125	125	125	125	125	
Land Held for Resale (3)	2,222	2,222	2,052	2,052	2,052	2,052	2,052	2,052	2,052	2,052	2,052	2,052	2,052	
Funds held for Redevelopment dispute resolution with State (4)	1,575	1,575												

Unrestricted Fund Balances

as a % of the Next Year's General Fund Expenditures	5,501	7,702	4,750	3,665	4,498	4,844	4,924	4,998	5,040	5,106	5,193	5,280	5,375
			31%	24%	26%	26%	25%	24%	23%	22%	21%	20%	

- (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.
- (3) For the purposes of this analysis, the land held for resale is acknowledged but the proceeds of sale is not relied upon. A portion of the property is currently in contract to be sold.
- (4) Disputed resolved favorably in July 2014.

Definition of Changes and Assumptions for 15/16 and thereafter

General Purpose Revenues

Property tax and Property Tax in Lieu reflects growth of 5%.

Transfer taxes reflect 5% per year in growth.

Sales Tax uses Sales Tax Consultant estimate for 15/16 (increase of 7+%), and annual growth of 5% thereafter.

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; and annual growth in per Police services costs. Growth is estimated at approximately 3% for 15/16, 0% for 16/17 and at 5% per year thereafter.

Fee/Reimbursement Revenues based on projected activity; Interfund Cost Recoveries are projected to grow 5% per year.

Departmental Expenditures

Administrative Departmental expenses include growth of 5% each year.

Police expenses are projected to increase 3% in 15/16, recover the transition costs to an in-house department in 16/17, provide for an increase in funding of 5% each year thereafter,

and add two officers in 16/17 and one additional officer approximately every other year thereafter.

Recreation expenses include growth of 5% per year.

Public Works/Engineering and Planning are projected to grow 5% per year.

Building/Plan Check, after adjusting for bringing operations in-house, is projected to grow 5% per year.

Non-Departmental Expenditures

Other Non-Departmental Expenses are estimated to grow 5% each year.

Contributions to the Equipment Replacement Reserve Fund were reduced during the recession, and are projected to increase again on a phased basis, until revenues are sufficient to return the reserve to full funding.

Until then, the 10 Year Plan includes funding anticipated to maintain a balance of at least \$1 million.

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 fund the Streets Maintenance Reserve Fund are set aside during good times so that maintenance activities can occur when appropriate and sustained during recessionary periods.

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 will show when amounts are thought to be appropriated.

Assigned Revenues

P-6 revenues are projected to grow with development and Police services costs: New Development is now projected at 180 units in 15/16, 200 units in 16/17 and 17/18, and 250 per year thereafter.

The growth in Police services costs is being projected at 3% for 15/16, 0% for 16/17 and 5% per year thereafter.

Parks revenues are estimated to grow with development and include adjustments of 3% each year for inflation on those portions subject to inflation factors.

Roadway Maintenance revenues are estimated to grow with development, and the Plan shows an aggressive restoration of additional transfers from the General Fund as revenues become available.

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 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 5% per year in order to continue repaying the General Fund loan and adequately funding its Capital Asset Lifecycle Replacement Reserves.

As more of our community parks are at least several years old, starting in 15/16, an additional amount has been added to each year for the use of equipment replacement reserves.

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.

As more of our neighborhood parks are at least several years old, starting in 15/16, an additional amount has been added to each year for the use of equipment replacement reserves.

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	
Contra Costa County Sheriff	Police Staffing	\$7,500,785	General Fund – Taxes	\$4,249,785
	Forensics and Other Support Services	\$256,000	P-6 Special Taxes	\$3,408,000
			Annual State COPS Grant (Supplemental Law Enforcement Services Funds)	\$99,000
	Total	\$7,756,785	Total Contract	\$7,756,785
County Animal Services	Animal Control	\$221,697	General Fund-Taxes	\$221,697
County Library	Augmented Library Services	\$17,972	General Fund- Taxes	\$17,972
Antai Network Services	Information Services	\$160,500	General Fund-Taxes 65%	\$104,325
			Cost Recoveries 35%	\$56,175
			Total Contract	\$160,500
Dean Hurney Inspection Svcs	Plan Check/ ADA	\$82,000	General Fund – Permit Fees	\$82,000
TRB & Associates	Building Official Svcs	\$88,000	General Fund – Permit Fees	\$88,000
Bear Electrical	Signal Maintenance	\$50,000	Gas Tax	\$50,000
	Street Light Maintenance	\$25,000	Lighting Assessments	\$25,000
Cole Management and Engineering	Public Works Inspection Services	\$65,000	Capital Improvement Funds	\$65,000



Contractor	Services		Funding Summary	
Contract Sweeping Services	Street Sweeping	\$150,000	Stormwater Assessments	\$150,000
East Bay Construction Co.	Parks and Landscaping Maintenance	\$311,200	Landscape Assessments	\$311,200
TerraCare Landscape Co.	Parks and Landscaping Maintenance	\$594,500	Landscape Assessments	\$594,500
Commercial Support Services	Park Maintenance Services	\$58,910	Landscape Assessments	\$58,910
KB Security	Cameras and Video Surveillance	\$25,000	Landscape Assessments	\$25,000
Cota Cole & Associates	Legal Services	\$130,000	General Fund Taxes	\$90,000
			Capital Projects and/or Other Funds	\$25,000
			Successor Agency	\$15,000
			Total Contract	\$130,000
Municipal Pooling Authority of Northern California	Insurance and Claims Administration	\$210,785	General Fund Taxes 65%	\$137,010
			Cost Recoveries 35%	\$73,775
			Total Contract	\$210,785
Paychex	Payroll Processing	\$19,000	General Fund Taxes 65%	\$12,350
			Cost Recoveries 35%	\$6,650
			Total Contract	\$19,000



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 2015-2016 is \$9,459,079.

**CITY OF OAKLEY
APPROPRIATIONS LIMIT CALCULATION
FOR FISCAL YEAR 2015-2016**

<i>Beginning Limit (FY 2014-2015):</i>	\$8,955,217
<i>Per Capita Income Growth Factor</i>	X1.0382
<i>Higher of:</i>	
<i>County Population Growth Factor or City Population Growth Factor</i>	<u>x1.0174</u>
<i>Limit (FY 2015-2016):</i>	<u>\$9,459,079</u>

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 2015-2016 calculation.

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GLOSSARY OF BUDGET TERMINOLOGY

Appropriation:	An authorization by the City Council to make expenditures and to incur obligations for a specific purpose within a specific time frame.
Assessed Value:	The value placed on real estate or other property by the County Assessor as a basis for levying ad valorem (rate based) property tax.
Assessment District:	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.
Audit:	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.
Available Beginning Fund Balance:	Unencumbered resources available in a fund from the prior fiscal year after payment of prior fiscal year expenditures.
Bond:	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.
Budget:	A financial plan, usually for a one or two year period, listing an estimate of recommended expenditures and the recommended means of financing them.
Capital Improvement Plan (CIP):	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.

Deficit:	An excess of expenditures over revenues (resources).
Department:	An organizational unit comprised of divisions or functions. It is the basic unit of service responsibility encompassing a broad mandate of related activities.
Expenditure:	The actual payment for goods and services.
Fiscal Year (FY):	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.
Full-Time Equivalent (FTE):	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.
Gas Tax:	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.
General Fund:	The fund used to account for all financial resources except those required to be accounted for in another fund.
General Fund Taxes:	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.
General Plan:	A policy document that serves as a guideline for future development. California State law requires each city to adopt a General Plan.
Infrastructure:	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 the maintenance of the City's Public Landscaping, 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 J:

In 2004, voters approved Measure J, extending a previously approved Countywide ½ cent sales tax measure for transportation related purposes. The original Measure (Measure C) included a provision that 18% of the funds are returned to local agencies based on an allocation relative population and relative maintained street miles. Expenditures are restricted to the same uses as Gas Tax, but may 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.). Measure J continues to be subject to Measure C's growth management component and funds may not be used to replace developer obligations that would otherwise not be publicly funded under jurisdiction policy. Measure J runs until March 2034.

Motor Vehicle License Fee:

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



Police Services Tax:	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.
Property Tax:	Property Tax is imposed on real property (land and permanently attached improvements) and tangible personal property located within the City. Proposition 13 set the basic property tax at one percent of the assessed value of the property, and the limited the assessed value to the cash value at acquisition plus inflation, at no more than 2% per year. Property taxes are shared by all local agencies that provide service to the property. On average, Oakley receives between 5% - 6% of the basic property taxes paid by Oakley property owners.
Property Tax in Lieu of VLF:	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).
Reserved Fund Balance:	Accounts used to record a portion of the fund balance as legally segregated for a specific use or not available for appropriation.
Resolution:	A special order of the City Council, requiring a majority vote, which has a lower legal standing than an ordinance.
Revenue:	Income received by the City.
Salaries and Benefits:	A budget category, which generally accounts for full time and temporary employees, overtime and all employee benefits, such as medical, dental and pension costs

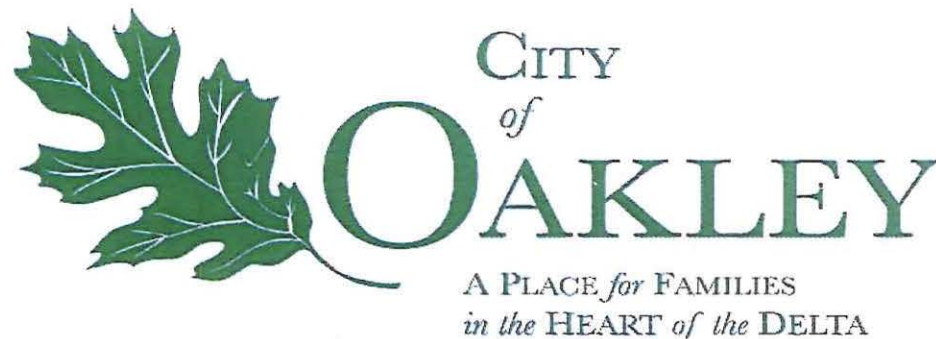


Successor Agency:	With the dissolution of the Oakley Redevelopment Agency on February 1, 2012, the City elected to become the Successor Agency to the Redevelopment Agency, responsible for preserving and administering its non-housing related assets, paying and ensuring performance of its obligations, and for complying with the new law that requires the unimpeded winding down of the prior Redevelopment Agency's affairs.
Successor Housing Agency:	With the dissolution of the Oakley Redevelopment Agency on February 1, 2012, the City elected to become the Successor Housing Agency, accepting the prior Redevelopment Agency's housing related assets and related housing responsibilities.
Taxes:	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.
Unassigned Balances	The City established a policy in fiscal year 2012-2013 that in its special purpose funds, it would budget not only anticipated revenues, but also projected remaining available fund balances. The unassigned balance amount budgeted in any fund is the amount of available funds (revenues and available fund balances) that have not yet been assigned a specific current year purpose.

5-Year Capital Improvement Program

For Fiscal Years 2015/16 to 2019/20

ADOPTED



City of Oakley
 FY 2015/16 Project Summary
 Capital Improvement Program for Fiscal Years 2015/16 to 2019/20

FY 15/16 Proposed Revenues		General Capital Projects	Main Street Fund	TIF	Measure J	Gas Tax	CFD	Stormwater Fund	2012 Bond Benefit	Facility Fund	LLD	Park Impact Fee
	FY 14/15 Fund Balance	\$ 805,717	\$ 302,686	\$ 315,530	\$ 362,333	\$ 806,251	\$ 1,121,424	\$ 1,042,362		\$ 195,000	\$ 520,000	\$ (28,813)
	FY 15/16 Revenues	\$ 1,753,316	\$ 150,000	\$ 1,800,000	\$ 512,000	\$ 810,351	\$ 289,000	\$ 461,000	\$ 64,000	\$ 50,000	\$ -	\$ 900,000
	FY 15/16 Operational Expenditures	\$ 92,267	\$ 4,000	\$ 177,267	\$ 183,800	\$ 778,721	\$ 198,650	\$ 522,047		\$ 27,000	\$ -	\$ 56,000
	Total Available for Capital Projects	\$ 2,466,766	\$ 448,686	\$ 1,938,263	\$ 690,533	\$ 837,881	\$ 1,211,774	\$ 981,315	\$ 64,000	\$ 218,000	\$ 520,000	\$ 815,187

FY 15/16 Proposed Expenditures		FY 15/16 Total	General Capital Fund	Main Street Fund	TIF	Measure J	Gas Tax	CFD	Stormwater Fund	2012 Bond Benefit	Facility Fund	LLD	Park Impact Fee
39	Hill Avenue Multi-use trail	\$ 250,000										\$ 250,000	
147	East Cypress Road Widening	\$ 420,000			\$ 420,000								
165	Main Street Realignment (Vintage Parkway to 2nd Street)	\$ 3,225,000	\$ 1,761,000	\$ 350,000	\$ 800,000				\$ 250,000	\$ 64,000			
166	Hwy 169-Main Street Gateway Sign and Landscaping Project	\$ 500,000	\$ 150,000	\$ 50,000		\$ 300,000							
167	FY 2015/16 Street Repair and Resurfacing	\$ 1,200,000	\$ 200,000			\$ 300,000	\$ 700,000						
168	FY 2015/16 Street Restriping	\$ 50,000				\$ 50,000							
169	FY 2015/16 Curb, Gutter, & Sidewalk Repair and Reconstruction	\$ 80,000					\$ 80,000						
170	FY 2015/16 Frontage Gap Closure Improvements	\$ 225,000			\$ 225,000								
171	FY 2015/16 Storm Drain Improvements	\$ 100,000							\$ 100,000				
172	FY 2015/16 Traffic Calming Project	\$ 50,000			\$ 50,000								
173	ORB Buildings Rehabilitation	\$ 40,000									\$ 40,000		
174	Dry Utility Infrastructure to 1530 Neroly Road	\$ 200,000	\$ 200,000										
	Total	\$ 6,340,000	\$ 2,311,000	\$ 400,000	\$ 1,495,000	\$ 650,000	\$ 780,000	\$ -	\$ 350,000	\$ 64,000	\$ 40,000	\$ 250,000	\$ -
	Remaining Unassigned Balances		\$ 155,766	\$ 48,686	\$ 443,263	\$ 40,533	\$ 57,881	\$ 1,211,774	\$ 631,315	\$ -	\$ 178,000	\$ 270,000	\$ 815,187

City of Oakley
Funding Summary
Capital Improvement Program for Fiscal Years 2015/16 to 2019/20

Funding Source						
	15/16	16/17	17/18	18/19	19/20	Total
Traffic Impact Fee	\$ 1,495,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 7,495,000
CFD Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Stromwater Fund	\$ 350,000	\$ 75,000	\$ 50,000	\$ 25,000	\$ 25,000	\$ 525,000
Park Impact Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Measure J	\$ 650,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,650,000
Gas Tax	\$ 780,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 2,180,000
Main Street Fund	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Grant	\$ 1,461,000	\$ 1,400,000	\$ -	\$ -	\$ -	\$ 2,861,000
Facility Fund	\$ 40,000	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 90,000
2012 Bond Benefit	\$ 64,000	\$ -	\$ -	\$ -	\$ -	\$ 64,000
LLD	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
General Capital Fund	\$ 850,000	\$ 600,000	\$ 900,000	\$ 1,200,000	\$ 1,300,000	\$ 4,850,000
Total	\$ 6,340,000	\$ 4,175,000	\$ 3,075,000	\$ 3,325,000	\$ 3,450,000	\$ 20,365,000

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2015/16 to 2019/20

Project Title:	Hill Avenue Multi-Use Trail	Project Proponent:	Public Works and Engineering
Project Category:	Parks and Trails	Project Manager:	City Engineer
Project Type:	Trail	Project Number:	39
Project Priority:	Immediate	In Redevelopment Area:	No
Project Description:	Construct a bridge over Marsh Creek from the Marsh Creek Glen park to provide access to the Marsh Creek trail.		
Project Justification:	The trail and bridge crossing are identified in the City of Oakley Parks Master Plan. This bridge and connection to Marsh Creek provides safe access to the residents of the area to enjoy all the recreational opportunities along the Marsh Creek Trail.		

PROJECT FINANCING DETAILS

Project Expenditures	14/15	15/16	16/17	17/18	18/19	19/20	Total
Planning & Design	\$ 30,000						\$ 30,000
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 220,000					\$ 220,000
Operating Costs							\$ -
TOTAL	\$ 30,000	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

Project Funding	14/15	15/16	16/17	17/18	18/19	19/20	Total
Traffic Impact Fee							\$ -
L&L District		\$ 250,000					\$ 250,000
Public Facilities							\$ -
Park Impact							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant (see comments)							\$ -
Other (see comments)							\$ -
Unfunded							\$ -
TOTAL	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

Comments: The construction of this project had been delayed due to regulatory agency review and processing. It is anticipated that regulatory agency review and approval will be secured by summer 2015 and construction to start by fall 2015.

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2015/16 to 2019/20

Project Title:	East Cypress Road Widening and Median Improvements	Project Proponent:	Public Works and Engineering
Project Category:	Roadway	Project Manager:	City Engineer
Project Type:	Roadway Widening	Project Number:	147
Project Priority:	Immediate	In Successor Agency Area:	No
Project Description:	The Emerson Ranch Subdivision (Subdivision 9032) was conditioned to widen the north side of East Cypress Road along the subdivision frontage and install a portion of median and landscaping. These improvements are eligible for Traffic Impact Fee credits. This project is anticipated to start construction by spring 2015 and be completed in fall 2015. Fee Credits will be based on actual construction costs by the developer.		
Project Justification:	Development in the East Cypress corridor requires the widening and improvement of Cypress Road to provide capacity for the expected growth in the traffic volumes.		

PROJECT FINANCING DETAILS

Project Expenditures	14/15	15/16	16/17	17/18	18/19	19/20	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 420,000					\$ 420,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 420,000	\$ -	\$ -	\$ -	\$ -	\$ 420,000

Project Funding	14/15	15/16	16/17	17/18	18/19	19/20	Total
Traffic Impact Fee		\$ 420,000					\$ 420,000
L&L District							\$ -
Public Facilities							\$ -
Park Impact							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant (see comments)							\$ -
Other (see comments)							\$ -
Unfunded							\$ -
TOTAL	\$ -	\$ 420,000	\$ -	\$ -	\$ -	\$ -	\$ 420,000

Comments: It is expected that the project will construct curb, gutter, landscaping, bike lanes, two westbound travel ways, and a portion of the median.

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2015/16 to 2019/20

Project Title:	Main Street Realignment (Vintage Parkway to Second Street)	Project Proponent:	Public Works and Engineering
Project Category:	Streets	Project Manager:	City Engineer
Project Type:	Street realignment and reconstruction	Project Number:	165
Project Priority:	Immediate	In Successor Agency Area:	Yes
Project Description:	This street realignment and reconstruction will improve the traffic flow and safety for motorists and pedestrians in downtown.		
Project Justification:	The downtown visioning project that was completed in 2014 outlined the vision and plan for downtown Oakley into the future. Building upon the success of the improvements to the Main Street and down in past years, this project reconstructs Main Street from Civic Center towards 2nd Street. The improvements include construction of new traffic signal at Norcross Lane, new streetscape, new curb gutter and sidewalks and street lighting. The Federal grant for this project provides a great opportunity to improve Main Street in downtown area and promote the growth and vitality of downtown Oakley.		

PROJECT FINANCING DETAILS

Project Expenditures	14/15	15/16	16/17	17/18	18/19	19/20	Total
Planning & Design		\$ 325,000					\$ 325,000
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 3,000,000					\$ 3,000,000
Operating Costs							\$ -
TOTAL		\$ 3,325,000	\$ -	\$ -	\$ -	\$ -	\$ 3,325,000

Project Funding	14/15	15/16	16/17	17/18	18/19	19/20	Total
Traffic Impact Fee		\$ 800,000					\$ 800,000
L&L District							\$ -
Public Facilities							\$ -
Park Impact							\$ -
General Capital Fund		\$ 300,000					\$ 300,000
Measure J							\$ -
Gas Tax		\$ 1,461,000					\$ 1,461,000
Stormwater Fund		\$ 250,000					\$ 250,000
2012 Bond Rebate		\$ 64,000					\$ 64,000
Main Street Fund		\$ 350,000					\$ 350,000
Unfunded							\$ -
TOTAL	\$ -	\$ 3,225,000	\$ -	\$ -	\$ -	\$ -	\$ 3,225,000

Comments: The City has secured a Federal grant, Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) for this project and the funding is in the State Transportation Improvement Program (TIP) for Fiscal Year 2015-18.

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2015/16 to 2019/20

Project Title:	Hwy 160-Main Street Gateway Sign and Landscaping Project	Project Proponent:	Public Works and Engineering
Project Category:	Streets	Project Manager:	City Engineer
Project Type:	Street landscaping and sign construction	Project Number:	166
Project Priority:	Immediate	In Successor Agency Area:	Yes
Project Description:	This project will landscape the area in between the Hwy 160 ramps and Main Street to provide an enhanced gateway to City of Oakley.		
Project Justification:	Main Street and Hwy 160 intersection is a major entrance to the City of Oakley and lack of landscaping and official gateway sign has been a concern for the community for a number of years and this project will provide a much improved gateway entrance to the City of Oakley by installing a gateway sign and landscaping and irrigation in the Highway 160 off-ramp at Main Street.		

PROJECT FINANCING DETAILS

Project Expenditures	14/15	15/16	16/17	17/18	18/19	19/20	Total
Planning & Design		\$ 25,000					\$ 25,000
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 450,000					\$ 450,000
Operating Costs		\$ 25,000					\$ 25,000
TOTAL		\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000

Project Funding	14/15	15/16	16/17	17/18	18/19	19/20	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact							\$ -
Redevelopment							\$ -
Measure J		\$ 300,000					\$ 300,000
Gas Tax							\$ -
Developer							\$ -
General Capital Fund		\$ 150,000					\$ 150,000
Main Street Fund		\$ 50,000					\$ 50,000
Unfunded							\$ -
TOTAL	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000

Comments:

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2015/16 to 2019/20

Project Title:	FY 2015-16 Street Repair and Resurfacing Project	Project Proponent:	Public Works and Engineering
Project Category:	Street	Project Manager:	City Engineer
Project Type:	Pavement Preservation and Rehabilitation	Project Number:	167
Project Priority:	Immediate	In Successor Agency Area:	No
Project Description:	This project will perform pavement repairs and resurfacing to preserve the street infrastructure throughout the City		
Project Justification:	Street repair and resurfacing is critical on keeping the quality of the City's street infrastructure in good condition and prevent the necessity of costly reconstruction of streets due to the lack of proper rehabilitation and maintenance. This work not only improves the quality of City streets, but also the quality life for community residents. This project for FY 2015/16 will repair and resurface several areas that need Sierra Crete remediation including areas south of Oakley Road, north of Main street, and north of Laurel Road.		

PROJECT FINANCING DETAILS

Project Expenditures	14/15	15/16	16/17	17/18	18/19	19/20	Total
Planning & Design		\$ 60,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
Environmental							\$ -
Right of Way							\$ -
Construction	\$ 300,000	\$ 1,140,000	\$ 370,000	\$ 370,000	\$ 370,000	\$ 370,000	\$ 2,920,000
Operating Costs							\$ -
TOTAL	\$ 300,000	\$ 1,200,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 3,100,000

Project Funding	14/15	15/16	16/17	17/18	18/19	19/20	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact							\$ -
Redevelopment							\$ -
Measure J	\$ 150,000	\$ 300,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 850,000
Gas Tax	\$ 150,000	\$ 700,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,450,000
Developer							\$ -
General Capital Fund		\$ 200,000					\$ 200,000
Grant (see comments)							\$ -
Unfunded							\$ -
TOTAL	\$ 300,000	\$ 1,200,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 3,500,000

Comments:

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2015/16 to 2019/20

Project Title:	FY 2014/15 Street Restriping Project	Project Proponent:	Public Works and Engineering
Project Category:	Street	Project Manager:	City Engineer
Project Type:	Pavement Striping and Marking	Project Number:	168
Project Priority:	Immediate	In Successor Agency Area:	No
Project Description:	This project will perform pavement striping throughout the City		
Project Justification:	Street pavement striping wears out under normal traffic usage and weather elements. Lack of clear striping on the City streets creates safety issues that need to be addressed by the Public Works Department. This project performs annual restriping and marking of streets to improve the quality of striping on all City streets and enhance safety for the public.		

PROJECT FINANCING DETAILS

Project Expenditures	14/15	15/16	16/17	17/18	18/19	19/20	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction	\$ 25,000	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 175,000
Operating Costs							\$ -
TOTAL	\$ 25,000	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 175,000

Project Funding	15/16	14/15	16/17	17/18	18/19	19/20	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact							\$ -
Redevelopment							\$ -
Measure J		\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 150,000
Gas Tax							\$ -
Developer							\$ -
Grant (see comments)							\$ -
Other (see comments)							\$ -
Unfunded							\$ -
TOTAL	\$ -	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 150,000

Comments:

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2014/15 to 2018/19

Project Title:	FY 2015-16 Curb, Gutter, & Sidewalk Repair and Reconstruction Project	Project Proponent:	Public Works and Engineering
Project Category:	Street	Project Manager:	City Engineer
Project Type:	Concrete curb, gutter, and sidewalk repair and reconstruction	Project Number:	169
Project Priority:	Immediate	In Successor Agency Area:	No
Project Description:	This project will repair and replace the existing damaged and broken concrete curb, gutter, and sidewalks throughout the City		
Project Justification:	Curb, gutter, and sidewalks are damaged and uplifted by tree root overgrowth and create safety hazard for pedestrians and a liability for the City with trip and fall accidents. As a part of this project, the concrete ADA ramps at street intersections will be inspected and upgarded to new standards.		

PROJECT FINANCING DETAILS

Project Expenditures	14/15	15/16	16/17	17/18	18/19	19/20	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction	\$ 40,000	\$ 80,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 520,000
Operating Costs							\$ -
TOTAL	\$ 40,000	\$ 80,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 520,000

Project Funding	14/15	15/16	16/17	17/18	18/19	19/20	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax		\$ 80,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 480,000
Developer							\$ -
Grant (see comments)							\$ -
Other (see comments)							\$ -
Unfunded							\$ -
TOTAL	\$ -	\$ 80,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 480,000

Comments: This project is to address damaged and broken existing curb, gutter, and sidewalks throughout the City with the goal of minimizing and eliminating the trip and fall accidents. This project will be a part of the 50-50 cost share program between the residents and the City.

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2015/16 to 2019/20

Project Title:	FY 2015-16 Frontage Gap Closure Improvement Project	Project Proponent:	Public Works and Engineering
Project Category:	Street	Project Manager:	City Engineer
Project Type:	New concrete Curb, Gutter, and Asphalt Paving	Project Number:	170
Project Priority:	Immediate	In Successor Agency Area:	No
Project Description:	This project will construct new curb, gutter, and street paving on Main Street south of Cypress Road to close the gaps that exist in this section of road.		
Project Justification:	Lack of connectivity and continuity in curb, gutter, sidewalks, and pavement not only creates safety issues for pedestrians, but also impacts the community image. This project will enhance the public infrastructure system in the City.		

PROJECT FINANCING DETAILS

Project Expenditures	14/15	15/16	16/17	17/18	18/19	19/20	Total
Planning & Design		\$ 10,000					\$ 10,000
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 215,000					\$ 215,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ 225,000

Project Funding	14/15	15/16	16/17	17/18	18/19	19/20	Total
Traffic Impact Fee		\$ 225,000					\$ 225,000
L&L District							\$ -
Public Facilities							\$ -
Park Impact							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant (see comments)							\$ -
Other (see comments)							\$ -
Unfunded							\$ -
TOTAL	\$ -	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ 225,000

Comments: The majority of gap closures projects have been completed and any future gap closure projects will be a part of various street improvement and widening projects that include right of way acquisition or utility relocations.

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2015/16 to 2019/20

Project Title:	FY 2015-16 Storm Drain Improvement Project	Project Proponent:	Public Works and Engineering
Project Category:	Street	Project Manager:	City Engineer
Project Type:	Storm Drain infrastructure Construction	Project Number:	171
Project Priority:	Immediate	In Successor Agency Area:	No
Project Description:	This project will construct new storm drain pipes and inlet on West Bolton Road to provide drainage relief from chronic flooding.		
Project Justification:	The construction of drainage systems and facilities helps in addressing chronic flooding problems. West Bolton Road does not have a storm drain system and is flooded each time it rains. This not only impacts the street, but also the private homes in the area that get flooded as result of lack of a storm drain system.		

PROJECT FINANCING DETAILS

Project Expenditures	14/15	15/16	16/17	17/18	18/19	19/20	Total
Planning & Design		\$ 5,000					\$ 5,000
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 95,000					\$ 95,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Project Funding	14/15	15/16	16/17	17/18	18/19	19/20	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant (see comments)							\$ -
Other (see comments)							\$ -
Stormdrain Fund		\$ 100,000					\$ 100,000
TOTAL	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Comments:

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2015/16 to 2019/20

Project Title:	FY 2015/16 Traffic Calming Project	Project Proponent:	Public Works and Engineering
Project Category:	Street	Project Manager:	City Engineer
Project Type:	Neighborhood Traffic Calming	Project Number:	172
Project Priority:	Immediate	In Successor Agency Area:	No
Project Description:	This project will construct and install safety traffic calming measures.		
Project Justification:	The demand for traffic calming in residential streets throughout the city has increased over the past years and staff from Police and Public Works Department have been actively working with residents on addressing various safety traffic related issues and concerns in the community. For FY 2015/16 this new Traffic Calming Project is proposed to consolidate all traffic safety and calming components together. The implementation of traffic calming measures will require a dedicated funding source and its own project to be sustainable and successful moving forward into future years.		

PROJECT FINANCING DETAILS

Project Expenditures	14/15	15/16	16/17	17/18	18/19	19/20	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000

Project Funding	14/15	15/16	16/17	17/18	18/19	19/20	Total
Traffic Impact Fee		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
L&L District							\$ -
Public Facilities							\$ -
Park Impact							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant (see comments)							\$ -
Other (see comments)							\$ -
Stormdrain Fund							\$ -
TOTAL	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000

Comments:

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2015/16 to 2019/20

Project Title:	ORB Building Rehabilitation	Project Proponent:	Public Works and Engineering
Project Category:	Facility	Project Manager:	City Engineer
Project Type:	Building Rehabilitation	Project Number:	173
Project Priority:	Immediate	In Successor Agency Area:	No
Project Description:	This project will paint the outside of ORB buildings and install new flooring in the rooms and restrooms.		
Project Justification:	The ORB buildings are in need of rehabilitation due to the age of facility. Painting the outside of these buildings will protect the exterior from rain and wind that can cause damage to the structure over time. The rooms inside the ORB buildings need a new floor as the existing flooring has been worn out by heavy usage and has to be replaced.		

PROJECT FINANCING DETAILS

Project Expenditures	14/15	15/16	16/17	17/18	18/19	19/20	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 40,000					\$ 40,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000

Project Funding	14/15	15/16	16/17	17/18	18/19	19/20	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Facility Fund		\$ 40,000					\$ 40,000
Other (see comments)							\$ -
Stormdrain Fund							\$ -
TOTAL	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000

Comments:

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2015/16 to 2019/20

Project Title:	Dry Utility Infrastructure to 1530 Neroly Road	Project Proponent:	Public Works and Engineering
Project Category:	Facility	Project Manager:	City Engineer
Project Type:	Utility Construction	Project Number:	174
Project Priority:	Immediate	In Successor Agency Area:	No
Project Description:	This project will provide joint trench and dry utilities to a City owned property at 1530 Neroly Road		
Project Justification:	City of Oakley owns several parcels of land at corner of Empire Avenue and Neroly Road in front of Diamond Hill Athletic Club. There is no dry utilities (i.e. electric, gas, TV, Comm) at these parcels and in order for the City to sell the property at best price and value, this project will design and construct the dry utilities to the site.		

PROJECT FINANCING DETAILS

Project Expenditures	14/15	15/16	16/17	17/18	18/19	19/20	Total
Planning & Design		\$ 25,000					\$ 25,000
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 175,000					\$ 175,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

Project Funding	14/15	15/16	16/17	17/18	18/19	19/20	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
General Fund		\$ 200,000					\$ 200,000
Other (see comments)							\$ -
Stormdrain Fund							\$ -
TOTAL	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

Comments: