



## **CITY BUDGET AND CAPITAL IMPROVEMENT PROGRAM WORKSESSION**

Tuesday, May 23, 2017

### **I. Introduction and Overview of the Proposed City Budget for FY 2017-18:**

- Overview by City Manager and Finance Director
- Questions and/or discussion by City Council.

### **II. Review of Capital Improvement Program and Projects Proposed for FY 2017-18:**

- Overview by City Engineer and Finance Director
- Questions and/or discussion by City Council.

### **III. Public Comment**

### **IV. Closing comments and recap of all proposed changes.**

### **Attachments**

1. Fiscal Year 2017-2018 Preliminary Budget

# OAKLEY



## CALIFORNIA

### RECOMMENDED ANNUAL OPERATING AND CAPITAL BUDGET FISCAL YEAR 2017/2018





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

### **Fiscal Year 2017-2018**

#### **INTRODUCTION**

It is my pleasure to present the Fiscal Year 2017-2018 Preliminary 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 Preliminary Budget with restraint and a focus on core services. The Budget includes some increases in revenue, most notably in property tax and building revenues. As the economy continues to grow, the increase in housing development will continue and both property tax and sales tax revenue is expected to increase. On the expenditure side, the completed transition to an in-house police department has lowered overall costs per officer which translates into an increase in the number of police officers. The other departments/divisions have slight increases.

Lastly, the Budget continues the restoration of annual General Fund allocations to augment roadway maintenance. Unlike last year, this focus on roads is tempered with the ongoing funding issue of the East Contra Costa Fire Protection District (ECCFPD). The continued phased-in restoration of allocations to the Equipment Replacement Reserve Fund still leaves the projected balance in that fund below our policy threshold. We are able to proceed in this manner again this year, as the Reserve fund balance is sufficient to fund anticipated equipment replacement, but we will need to make additional contributions to the Reserve in the future. Even more importantly, restoring annual allocations to roadway maintenance is needed, though this Preliminary Budget does reduce that transfer in order to set aside some funds for financial assistance, if any is eventually approved, to the ECCFPD.

Each year, we also look at the State's budget to determine whether there are components likely to affect the local outlook for the City. The State's Fiscal Year 2017-2018 Budget projects a deficit in the upcoming year, but also includes a number of budget solutions that do not include any city government takeaways.

As always, our Preliminary 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:

- Successfully completed the transition from the Sheriff's Office to an "in-house" Police Department
- Hired four additional police officers
- Received "Smart City" designation
- Increased outreach to the business community with the "Shop Oakley" coupon book and the Oakley VIB (Very Important Business) visitation and promotion program
- Refunded the City's 2006 Certificates of Participation and issued 2016 Lease Revenue Bonds to fund a significant portion of the City's new Recreation Center
- Increased passport agents from 1 to 3 persons to service passport requests (passports processed have increased by more than 50% compared to 2016-2017)
- Named "Playful City USA"
- Developed second annual "Shop Oakley" coupon book
  - Updated City marketing materials, including:
  - New residential development map
  - Development activity map
  - Demographics page
  - OppSites website

- Provided the 3rd annual Oakley Entrepreneur Training class
- Completed Economic Development 101 training update with City departments/divisions
- Completed 3<sup>rd</sup> annual Citizen Leadership Academy
- Completed outreach, lease negotiation, and managed renovation of former Carpaccio restaurant space with Buon Appetito Italian restaurant
- Upgraded the City's phone system to a hosted PBX, increased the internet bandwidth expanding the capabilities and room for growth
- Implemented an in-house payroll, human resources and web-based employee service module which includes automated time sheets which is fully integrated with the City's accounting system
- Proactively implemented Code Enforcement program that included performing City-abatements of nuisance properties and gaining Council approval for reimbursement of actual costs
- Completed a comprehensive fee study to ensure cost recovery of City services and presented to City Council to be implemented on July 1, 2017
- Approved various residential and commercial projects
- Fully implemented the Citizen Planning Advisor Program
- Approved an additional PACE (Property Assessed Clean Energy) program involvement with Open PACE.
- Completed updates to the Transportation and Parks Impact Fee studies
- Review and Revised Residential Standard Conditions of Approval
- Text Amendment regarding Accessory Structures
- Text Amendment regarding Donation Bins
- Oakley Recreation Center Design Review and Ball Field HCP/NCCP Planning Survey Report
- Formed ad hoc citizen committee to evaluated Community Choice Energy and City Council approved proceed with MCE
- Facilitated the purchase of 310 4th Street/305 5th Street to become a Maintenance Operations and Storage Center.
- Received \$490,000 grant for Community Dog Park
- Received \$98,000 CDBG grant for renovations at the Senior Center

- Installed free Wi-Fi service at various City parks
- Developed an Engineering Traffic Model for new private development, to provide traffic related information to the community to evaluate traffic patterns based on community needs
- Received an unqualified opinion from the City's auditors, completed the Comprehensive Annual Financial Report and received the Excellence in Reporting Award from the GFOA

**Capital projects completed or nearing completion this year include:**

- Downtown Renovation and Streetscape Construction project
- Brock Lane Storm Drain Improvement project
- Bridgehead Road Storm Drain Pump Station Improvement Project
- Tables, benches and trash receptacles removed, refurbished and replaced with new throughout City parks
- Big Break and Main Street signage and landscaping improvement
- Marsh Creek Glen Park basketball court addition
- Summer Lake Park parking lot resurfacing
- Traffic Signal coordination on Main Street and Empire Avenue corridors
- Streetscape improvements along Teton Road, East Cypress Road and Picasso Drive

**GENERAL FUND**

The Preliminary 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 \$17,681,853 in estimated revenues, and \$19,898,721 in proposed expenditures. Recurring revenues are approximately \$17,611,000, approximately \$592,000 more than currently projected Fiscal Year 2016-2017 revenues. The increase is largely due to increases in property taxes, franchise fees and estimated interfund charges. Recurring expenditures are approximately \$17,607,000, approximately \$626,000 more than currently those projected for Fiscal Year 2016-2017, largely due to additional staff and equipment and additional allocations to pay down the PERS unfunded liability.

Available Fund Balance at June 30, 2017, is projected to be a healthy \$3.6 million, or approximately 20% of projected Fiscal Year 2017-2018 recurring expenditures (City Council policy is to maintain at least a 20% reserve).

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, 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 to the Roadway Maintenance Fund, in part due to the possible decision to assist ECCFPD. The Preliminary Budget includes the following transfers:

- \$700,000 to the Traffic Impact Fee fund for the Laurel Rd project
- \$300,000 to the Measure J Fund for street maintenance
- \$350,000 to the Main Street Fund
- \$200,000 to the Roadway Maintenance Reserve Fund
- \$110,000 to the Capital Projects Fund for the Senior Center and City Hall lobby improvements

### **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.

### **GOALS AND OBJECTIVES FOR FISCAL YEAR 2017-2018**

The Strategic Plan for 2016-2018 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 Proposed 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 2017-2018:

- Continue to implement the City's Economic Development Work Plan
- Complete construction of the capital projects in the Fiscal Year 2017-2018 Capital Improvement 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 Preliminary Budget, as presented, it appears that several funds will likely need a General Fund loan during Fiscal Year 2017-2018. 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 \$100,000. 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 2016 Lease Revenue Bonds. 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 2017-2018, but not quite enough for these impact fees to fully cover the debt service on the Bonds. 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 Proposed Capital Improvement Program (CIP) with new funds totaling \$12.6 million. The majority of the new allocations are for infrastructure maintenance.

New construction and improvement projects include:

- Oakley Recreation Center
- Laurel Road/Rose Avenue Intersection
- Laurel Road Widening Rose Avenue to Mellowood
- Oakley Community Dog Park
- 3330 Main Street Remodeling
- Downtown Train Platform Station & Parking Lot Phase 1
- Athletic Field at Nunn-Wilson Park
- Senior Center Renovation
- Laurel Road Reconstruction Mellowood to Main
- Development Services Counter Renovations
- Main Street/Rose Ave Intersection
- East Cypress Road Widening Machado Lane to Sellers
- Police Department Locker Room/Detective Room Expansion

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

### CONCLUSION

As mentioned, this year's Preliminary 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,

Bryan H. Montgomery  
City Manager



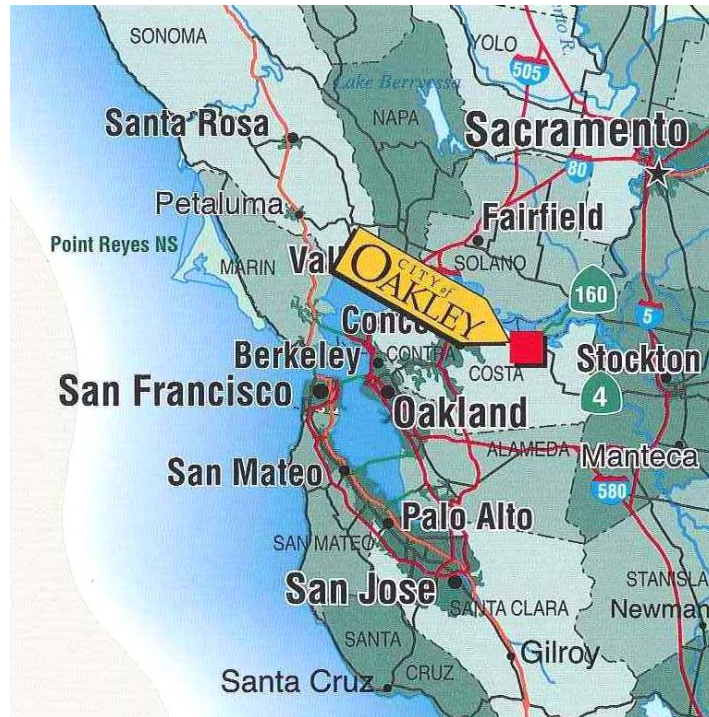
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## COMMUNITY PROFILE



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 41,199 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 -**

Sue Higgins, Mayor

Randy Pope, Vice Mayor

Kevin Romick, Councilmember

Doug Hardcastle, Councilmember

Clare Alaura, Councilmember

### **- MANAGEMENT TEAM -**

Bryan Montgomery, City Manager

Chris Thorsen, Chief of Police

Deborah Sultan, 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 Manager

Nancy Marquez-Suarez, Assistant to the City Manager

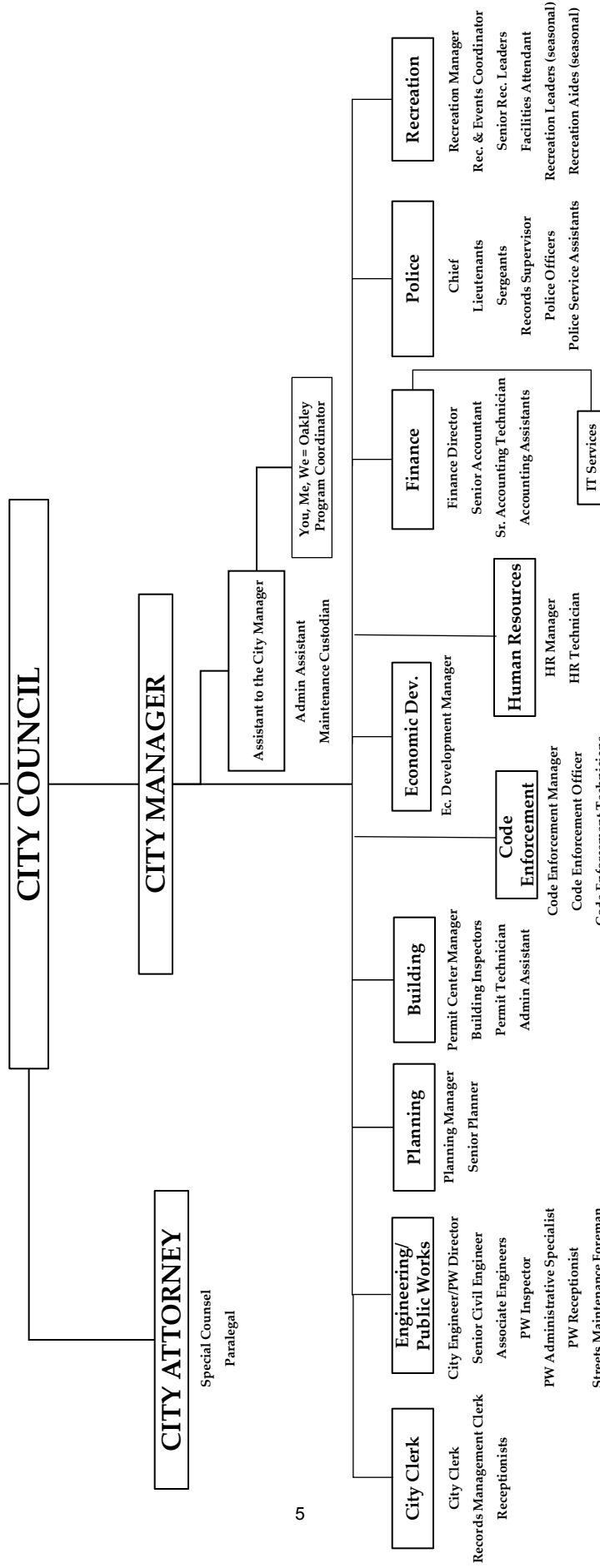


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# CITIZENS OF OAKLEY





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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<br>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>                       |   |

|  |     |  |
|--|-----|--|
| 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. | Yes |  |
|--|-----|--|

## REVENUE POLICIES

|   |     |  |
|---|-----|--|
| The City will work to develop a diversified and stable revenue system to protect it from short-term fluctuations in any one revenue source.   | Yes |  |
| 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.   | Yes |  |
| 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.  | Yes |  |
| 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. | Yes |  |

## EXPENDITURE POLICIES

|   |     |  |
|---|-----|--|
| The City will maintain a level of expenditures which will provide for the public well-being and safety of the residents of the community. | Yes |  |
|---|-----|--|



|   |     |  |
|---|-----|--|
| <p>Purchases shall be approved as described in the City’s Municipal Code; more specifically:</p> <p>Purchases for more than \$5,000 shall be supported by a Purchase Order approved by the Finance Director and City Manager, and;</p> <p>Purchases for more than \$25,000 shall be approved by City Council.</p> | Yes |  |
|---|-----|--|

## 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>  | Yes |  |
| <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>  | Yes |  |
| <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>  | Yes |  |
| <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>   | Yes |  |
| <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> | Yes |  |
| <p>Cost tracking for components of the CIP will be implemented and updated quarterly to ensure project</p>  | Yes |  |

|  |     |   |
|--|-----|---|
| completion within budget and established timelines.  |     |   |
| 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. | Yes | . |
| 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.   | Yes |   |

**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 |  |
|---|-----|--|

**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 |   |
| 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. | Yes | . |
| 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.  | Yes |   |



## LONG-TERM DEBT POLICIES

|   |     |  |
|---|-----|--|
| <p>The City will confine normal long-term borrowing to capital improvement projects it is unable to fund from current revenues in time to meet community needs or where a fiscal analysis shows that a significant benefit would accrue from building sooner at current prices and at current interest rates.</p>   | Yes |  |
| <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> | Yes |  |
| <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>   | Yes |  |
| <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>                                | Yes |  |
| <p>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.</p>   | Yes |  |
| <p>Where possible, the City will use special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.</p>   | Yes |  |
| <p>Proceeds of long-term debt will not be used for current ongoing operations.</p>  | Yes |  |

|   |            |  |
|---|------------|--|
| <p>The City may pledge General Fund revenues to facilitate debt; however, all debt will be supported by a dedicated revenue source identified prior to issuance that is expected to be sufficient to make the required debt service payments.</p> | <p>Yes</p> |  |
|---|------------|--|

## RESERVE POLICIES

|   |            |  |
|---|------------|--|
| <p>The City will maintain General Fund Emergency reserves at a level at least equal to 20% of general fund operating expenditures. The primary purpose of this reserve is to protect the City's essential service programs and funding requirements during periods of economic downturn (defined as a recession lasting two or more years) or other unforeseen catastrophic costs not covered by the Contingency Reserve. 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 pay out accumulated benefits requiring conversion to pay on termination).</p>   | <p>Yes</p> |  |

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| <p>The City Manager may release and appropriate funds from this reserve during the year, but solely for terminal pay expenditures.</p>   | <p>Yes</p> |  |
| <p>Claims Reserves will be budgeted at a level which, together with purchased insurance, adequately protects the City. The City will maintain a reserve of two times its deductibles for those claims covered by the insurance pool of which the City is a member (currently the Municipal Pooling Authority of Northern California). In addition, the City will perform an annual analysis of past claims not covered by the pool, and reserve an appropriate amount to pay for uncovered claims.</p>   | <p>Yes</p> |  |
| <p>The City will establish a 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>Budgeted transfers to the Reserve 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</p>   | <p>Yes</p> |  |

|   |            |  |
|---|------------|--|
| <p>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>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</p> | <p>Yes</p> |  |
| <p>The City will seek to build and maintain a Storm Drain Depreciation Reserve for costs associated with the major maintenance and capital improvement costs included in the Storm Drain program budget. The minimum reserve level will be 50% of the costs projected over the next five years.</p>   | <p>Yes</p> |  |
| <p>The City will establish a Reserve for Qualifying Expenditures and will transfer into it from current revenues all amounts necessary to ensure compliance with Gann Limit provisions. These funds will be used solely to pay for Gann Limit excludable capital expenditures. To qualify, they must be for assets having a value greater than \$100,000 and having a useful life of at least 10 years.</p>   | <p>Yes</p> |  |

**INVESTMENT POLICIES**

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

|   |     |  |
|---|-----|--|
| pay at least six months operating expenses. | Yes |  |
|---|-----|--|

## ACCOUNTING, AUDITING & FINANCIAL REPORTING POLICIES

|   |     |  |
|---|-----|--|
| The City's accounting and financial reporting systems will be maintained in accordance with generally accepted accounting principles and standards of the Governmental Accounting Standards Board.  | Yes |  |
| A capital asset system will be maintained to identify all City assets, their condition, historical and estimated replacement costs, and useful life. All equipment with a cost of \$5,000 or more and a useful life of more than two years, and all buildings, improvements and infrastructure with a cost of \$50,000 or more and a useful life of more than two years will be capitalized and included in the system. While asset purchases and disposals will be tracked and accounted for each year, unless otherwise needed, vehicles and office equipment will be inventoried and infrastructure assets will be subject to an internal audit, every 3 years on a rotating cycle, with each category reviewed in turn. | Yes |  |
| Fixed Assets shall be accounted for using the following useful lives:<br>Buildings – 40 years<br>Improvements – 5-15 years<br>Machinery & Equipment – 5 years<br>Vehicles – 5 years<br>Roadways:<br>Streets (Includes Pavement, Sidewalk, Curb & Gutters, Trees & Signs) – 7-40 years<br>Traffic Signals – 25 years<br>Street Lights – 40 years<br>Bridges – 100 years<br>Parks & Recreation:<br>General Improvements – 25 years<br>Specialty features – 10 years   | Yes |  |
| The Finance Department will prepare monthly reports for the City Manager and Department Heads so that they  | Yes |  |

|  |     |  |
|--|-----|--|
| may effectively evaluate their financial performance.  |     |  |
| 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. | Yes |  |
| 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

|  |            |  |
|--|------------|--|
| <p>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.</p> | <p>Yes</p> |  |
|--|------------|--|

## **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



## BUDGET SCHEDULE FY 2017-2018 BUDGET

| Date                       | Function   |
|----------------------------|--|
| <b>January 27</b>          | <i>2017-18 Budget Instructions Distributed</i>   |
| <b>February 14</b>         | <i>FY 2016-17 Midyear review with City Council</i>   |
| <b>Week of February 13</b> | <i>Finance Available for Budget System Training to anyone needing assistance.</i>  |
| <b>February 27</b>         | <i>DH Strategic Planning Session</i>   |
| <b>Week of March 13</b>    | <i>City Manager Discussions with DH's Individually, as needed</i>  |
| <b>March 22</b>            | <i>2017-18 Department Goals due to City Manager &amp; Finance Director<br/>2017-18 Operating Budgets due to Finance Director<br/>2017-18 Final CIP Requests due to City Engineer</i> |
| <b>March 22 - April 6</b>  | <i>Finance &amp; Engineering Review Period</i>   |
| <b>April 10-20</b>         | <i>City Manager Review Period</i>  |
| <b>April 18</b>            | <i>City Council Strategic Planning Session</i>   |
| <b>April 24-28</b>         | <i>City Manager Reviews with DH's individually, as needed</i>  |
| <b>April 28</b>            | <i>2016-17 Departmental Accomplishments Due to City Manager &amp; Finance Director</i>   |
| <b>May 1-12</b>            | <i>Preparation and Final City Manager Review of Proposed Budgets, CIP and Presentations</i>  |
| <b>May 15-16</b>           | <i>Production and Distribution of Proposed Budget and CIP to Council and Staff</i>   |
| <b>May 23</b>              | <i>Budget Work Session</i>   |
| <b>June 13</b>             | <i>2017-18 Public Hearings and Budget Adoptions</i>  |

Recommended Budget  
All Funds Summary

Fiscal Year 2017/2018

| <u>Fund #</u> | <u>Fund Name</u>                        | <u>Estimated Available Resources July 1, 2017</u> | <u>Estimated Revenues 2017/18</u> | <u>Recommended Expenditures 2017/18</u> | <u>Appropriation of Unassigned/ Available Fund Balances*</u> | <u>Appropriation of Asset Replacement Reserves</u> | <u>Estimated Available Resources July 1, 2018</u> | <u>Additional Appropriation of Available Asset Replacement Reserves*</u> |
|---------------|---|---|-----------------------------------|---|--|--|---|--|
| 100           | General Fund**                          | \$ 5,894,263                                      | \$ 17,681,853                     | \$ 18,788,721                           | 1,200,000  |  | \$ 3,587,395                                      |  |
| 110           | Comm Facilities Dist #1 (Cypress Grove) | \$ 1,434,539                                      | 313,500                           | 219,150                                 |  |  | \$ 1,528,889                                      |  |
| 123           | Youth Development Fund                  | \$ -  | 15,800                            | 15,800                                  |  |  | \$ -  |  |
| 125           | You, Me, We = Oakley!                   | \$ -  |                                   | -                                       |  |  | \$ -  |  |
| 132           | Park Landscaping Zn 1 (Comm Parks)      | \$ 35,425   | 1,195,534                         | 1,313,695                               |  | 82,736   | \$ -  | 100,000  |
| 133           | LLD Zone 2 (Streetlighting)             | \$ -  | 419,787                           | 446,500                                 |  | 26,713   | \$ -  | 13,695   |
| 136           | Agricultural Preservation               | \$ 1,790  | -                                 | -                                       | 1,790  |  | \$ -  |  |
| 138           | Economic Dev. Revolving Loan Program    | \$ 100,000  | 406,000                           | 491,000                                 | 15,000   |  | \$ -  |  |
| 140           | Gas Tax Fund                            | \$ 106,472  | 1,078,621                         | 1,065,148                               | 119,945  |  | \$ -  |  |
| 145           | Stormwater NPDES                        | \$ 73,934   | 462,000                           | 526,210                                 | 9,724  |  | \$ -  |  |
| 148           | Measure J                               | \$ 142,651  | 877,750                           | 922,437                                 | 97,964   |  | \$ -  |  |
| 150           | Police P-6 Fund                         | \$ -  | 3,947,925                         | 3,947,925                               |  |  | \$ -  |  |
| 151           | Police SLESF Fund                       | \$ -  | 100,000                           | 100,000                                 |  |  | \$ -  |  |
| 168           | Athletic Field Maintenance Fund         | \$ 12,636   | 50,000                            | 37,000                                  | 25,636   |  | \$ -  |  |
| 170           | LLD Vintage Parkway                     | \$ -  | 73,722                            | 72,664                                  | 1,058  |  | \$ -  | 21,543   |
| 171           | LLD Oakley Ranch                        | \$ -  | 26,446                            | 28,146                                  |  | 1,700  | \$ -  | 5,453  |
| 172           | LLD Empire                              | \$ -  | 4,534                             | 4,934                                   |  | 400  | \$ -  | 18,752   |
| 173           | LLD Oakley Town Center                  | \$ -  | 10,941                            | 10,312                                  | 629  |  | \$ -  | 13,357   |
| 174           | LLD Oak Grove                           | \$ -  | 28,405                            | 28,405                                  |  |  | \$ -  | 7,721  |
| 175           | LLD Laurel Woods/Luna Estates           | \$ -  | 7,668                             | 7,668                                   |  |  | \$ -  | 18,022   |
| 176           | LLD South Forty                         | \$ -  | 9,713                             | 9,713                                   |  |  | \$ -  | 6,787  |
| 177           | LLD Claremont                           | \$ -  | 7,628                             | 9,781                                   |  | 2,153  | \$ -  | 1,013  |
| 178           | LLD Gateway                             | \$ -  | 18,360                            | 53,360                                  |  | 35,000   | \$ -  | 26,774   |
| 179           | LLD Countryside (Village Green)         | \$ -  | 2,563                             | 3,014                                   |  | 451  | \$ -  | 4,976  |
| 180           | LLD Country Fair ( Meadow Glen)         | \$ -  | 5,423                             | 5,844                                   |  | 421  | \$ -  |  |
| 181           | LLD California Sunrise                  | \$ -  | 3,502                             | 3,502                                   |  |  | \$ -  | 14,452   |
| 182           | LLD California Visions (Laurel)         | \$ -  | 12,000                            | 12,000                                  |  |  | \$ -  | 33,579   |
| 183           | LLD Claremont Heritage                  | \$ -  | 18,240                            | 18,240                                  |  |  | \$ -  | 41,808   |
| 184           | LLD Country Fair (Meadow Glen II)       | \$ -  | 122,544                           | 122,544                                 |  |  | \$ -  | 13,869   |
| 185           | LLD Sundance                            | \$ -  | 8,910                             | 8,910                                   |  |  | \$ -  | 1,205  |
| 186           | LLD Calif Jamboree (Laurel Anne)        | \$ -  | 117,547                           | 117,547                                 |  |  | \$ -  | 84,447   |
| 187           | LLD Country Place                       | \$ -  | 31,400                            | 39,961                                  |  | 8,561  | \$ -  | -  |
| 188           | LLD Laurel Crest                        | \$ -  | 117,000                           | 117,000                                 |  |  | \$ -  | 21,353   |
| 189           | LLD Marsh Creek Glen                    | \$ -  | 92,202                            | 92,202                                  |  |  | \$ -  | 47,834   |
| 190           | LLD Quail Glen                          | \$ -  | 29,916                            | 29,916                                  |  |  | \$ -  | 20,335   |
| 191           | Cypress Grove                           | \$ -  | 273,379                           | 273,379                                 |  |  | \$ -  | 100,000  |
| 192           | South Oakley                            | \$ -  | 377,199                           | 378,918                                 |  | 1,719  | \$ -  | 31,223   |
| 193           | Stone Creek                             | \$ -  | 30,255                            | 30,255                                  |  |  | \$ -  | 46,528   |
| 194           | Magnolia Park                           | \$ -  | 581,490                           | 586,009                                 |  | 4,519  | \$ -  | 100,000  |
| 195           | Summer Lakes                            | \$ -  | 298,992                           | 347,176                                 |  | 48,184   | \$ -  | 100,000  |
| 201           | General Capital Projects                | \$ 155,619  | 110,000                           | 221,638                                 | 43,981   |  | \$ -  | 43,981   |
| 202           | Traffic Impact Fee Fund                 | \$ 2,117,733                                      | 3,100,000                         | 4,982,132                               | 235,601  |  | \$ -  |  |
| 204           | Park Impact Fee Fund                    | \$ 629,204  | 600,000                           | 1,200,000                               | 29,204   |  | \$ -  |  |
| 205           | Childcare Impact Fee Fund               |   | -                                 | -                                       |  |  | \$ -  |  |
| 206           | Public Facilities Impact Fee Fund       |   | 676,319                           | 676,319                                 |  |  | \$ -  |  |
| 208           | Fire Impact Fees Fund                   |   | 125,000                           |   | 125,000  |  | \$ -  |  |
| 211           | WW Parks Grant                          | \$ -  | -                                 | -                                       |  |  | \$ -  |  |
| 221           | 2004-1AD Capital Projects               | \$ 549,514  | 64,000                            | 580,000                                 | 33,514   |  | \$ -  |  |
| 231           | Main Street Fund                        | \$ 235,181  | 350,000                           | 563,613                                 | 21,568   |  | \$ -  |  |

**Recommended Budget  
All Funds Summary**

Fiscal Year 2017/2018

| <u>Fund #</u>   | <u>Fund Name</u>                            | <u>Estimated Available Resources July 1, 2017</u> | <u>Estimated Revenues 2017/18</u> | <u>Recommended Expenditures 2017/18</u> | <u>Appropriation of Unassigned/ Available Fund Balances*</u> | <u>Appropriation of Asset Replacement Reserves</u> | <u>Estimated Available Resources July 1, 2018</u> | <u>Additional Appropriation of Available Asset Replacement Reserves*</u> |
|---|---|---|-----------------------------------|---|--|--|---|--|
| 232   | Regional Park Fund                          | \$ (550,000)                                      | 559,000                           | -                                       |  |  | \$ 9,000  |  |
| 235   | Street Maintenance Reserve Fund             | \$ 372,561  | 150,000                           | -                                       | 522,561  |  | \$ -  |  |
| 301   | Developer Deposits Fund                     | \$ -  | 474,865                           | 474,865                                 |  |  | \$ -  |  |
| 351   | 2006 COPs Debt Svc Fund                     | \$ -  | 676,319                           | 676,319                                 |  |  | \$ -  |  |
| 401   | CFD 2015-1 (Emerson Ranch)                  | \$ 159,861  | 414,831                           | 323,100                                 | 251,592  |  | \$ -  |  |
| 405   | Citywide CFD 2015-2a (Prescott)             |   | -                                 | -                                       |  |  | \$ -  |  |
| 501   | Equipment Replacement Fund                  | \$ 1,596,662                                      | 150,000                           | 308,870                                 |  |  | \$ 1,437,792                                      |  |
| 502   | Capital Facilities Mtc and Replacement Fund | \$ 121,270  | 100,000                           | 150,000                                 | 71,270   |  | \$ -  |  |
| 621   | AD 2004-1 Debt Svc Fund                     | \$ -  | 1,153,791                         | 1,153,791                               |  |  | \$ -  |  |
| 622   | AD 2006-1 Debt Svc Fund                     | \$ -  | 745,903                           | 745,903                                 |  |  | \$ -  |  |
| 767   | Successor Housing Agency                    | \$ -  |                                   | -                                       |  |  | \$ -  |  |
|   |   |   | 38,308,777                        | 42,341,536                              | 2,806,037  | 212,557  |   | 938,705  |
| *The Budget includes the appropriation of unassigned balance 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, 2017 is estimated at \$4.3 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.  |   |   |                                   |   |  |  |   |  |
| Since all revenues in excess of expenditures at year end in 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.  |   |   |                                   |   |  |  |   |  |

## 2017-18 Position Allocation Summary

|                               | Position                                      | Status   | City of Oakley FTE | Contract FTE | Total FTE   |
|-------------------------------|---|----------|--------------------|--------------|-------------|
| <b>City Council</b>           |   |          |                    |              |             |
|                               | Mayor   | Elected  | 1.00               |              | 1.00        |
|                               | Vice-Mayor                                    | Elected  | 1.00               |              | 1.00        |
|                               | Councilmembers                                | Elected  | 3.00               |              | 3.00        |
|                               | <b>Total City Council Staffing:</b>           |          | <b>5.00</b>        | <b>0.00</b>  | <b>5.00</b> |
| <b>Building</b>               |   |          |                    |              |             |
|                               | Building Official/Permit Center Manager       | Contract |                    | 0.60         | 0.60        |
|                               | Building Inspector II                         | Employee | 1.00               |              | 1.00        |
|                               | Permit Technician                             | Employee | 1.00               |              | 1.00        |
|                               | Administrative Asst.                          | Employee | 0.50               |              | 0.50        |
|                               | Planning Technician                           | Employee | 0.25               |              | 0.25        |
|                               | <b>Total Building Staffing:</b>               |          | <b>2.75</b>        | <b>0.60</b>  | <b>3.35</b> |
| <b>Code Enforcement</b>       |   |          |                    |              |             |
|                               | Code Enforcement Manager                      | Employee | 1.00               |              | 1.00        |
|                               | Code Enforcement Officer                      | Employee | 1.00               |              | 1.00        |
|                               | Code Enforcement Technician                   | Employee | 1.25               |              | 1.25        |
|                               | <b>Total Code Enforcement Staffing:</b>       |          | <b>3.25</b>        | <b>0.00</b>  | <b>3.25</b> |
| <b>City Attorney</b>          |   |          |                    |              |             |
|                               | City Attorney                                 | Contract |                    | 0.25         | 0.25        |
|                               | Special Counsel                               | Contract |                    | 0.25         | 0.25        |
|                               | City Clerk/Paralegal                          | Employee | 0.30               |              | 0.30        |
|                               | <b>Total City Attorney Staffing:</b>          |          | <b>0.30</b>        | <b>0.50</b>  | <b>0.80</b> |
| <b>City Clerk</b>             |   |          |                    |              |             |
|                               | City Clerk/Paralegal                          | Employee | 0.70               |              | 0.70        |
|                               | Records Management Clerk                      | Employee | 1.00               |              | 1.00        |
|                               | Receptionists                                 | Employee | 1.07               |              | 1.07        |
|                               | <b>Total City Clerk Staffing:</b>             |          | <b>2.77</b>        | <b>0.00</b>  | <b>2.77</b> |
| <b>City Manager</b>           |   |          |                    |              |             |
|                               | City Manager                                  | Employee | 1.00               |              | 1.00        |
|                               | Assistant to the City Manager/HR Manager      | Employee | 0.50               |              | 0.50        |
|                               | Administrative Asst.                          | Employee | 0.48               |              | 0.48        |
|                               | <b>Total City Manager Staffing:</b>           |          | <b>1.98</b>        | <b>0.00</b>  | <b>1.98</b> |
| <b>Community Outreach</b>     |   |          |                    |              |             |
|                               | Assistant to the City Manager                 | Employee | 0.25               |              | 0.25        |
|                               | You Me We Project Coordinator                 | Employee | 0.05               |              | 0.05        |
|                               | <b>Total Community Outreach Staffing:</b>     |          | <b>0.30</b>        | <b>0.00</b>  | <b>0.30</b> |
| <b>Human Resources</b>        |   |          |                    |              |             |
|                               | Assistant to the City Manager/HR Manager      | Employee | 0.25               |              | 0.25        |
|                               | Human Resources Technician                    | Employee | 0.95               |              | 0.95        |
|                               | <b>Total Human Resources Staffing:</b>        |          | <b>1.20</b>        | <b>0.00</b>  | <b>1.20</b> |
| <b>Building Maintenance</b>   |   |          |                    |              |             |
|                               | Maintenance Custodian                         | Contract |                    | 0.75         | 0.75        |
|                               | <b>Total Building Maintenance Staffing:</b>   |          | <b>-</b>           | <b>0.75</b>  | <b>0.75</b> |
| <b>Finance</b>                |   |          |                    |              |             |
|                               | Finance Director                              | Employee | 1.00               |              | 1.00        |
|                               | Senior Accountant                             | Employee | 1.00               |              | 1.00        |
|                               | Senior Accounting Technician                  | Employee | 1.00               |              | 1.00        |
|                               | Accounting Assistants                         | Employee | 1.48               |              | 1.48        |
|                               | <b>Total Finance Department Staffing:</b>     |          | <b>4.48</b>        | <b>0.00</b>  | <b>4.48</b> |
| <b>Information Technology</b> |   |          |                    |              |             |
|                               | Network Engineers                             | Contract |                    | 0.60         | 0.60        |
|                               | <b>Total Information Technology Staffing:</b> |          | <b>0.00</b>        | <b>0.60</b>  | <b>0.60</b> |
| <b>Economic Development</b>   |   |          |                    |              |             |
|                               | Economic Development Manager                  | Employee | 1.00               |              | 1.00        |
|                               | Planning Technician                           | Employee | 0.25               |              | 0.25        |
|                               | <b>Total Economic Development Staffing:</b>   |          | <b>1.25</b>        | <b>0.00</b>  | <b>1.25</b> |
| <b>Planning</b>               |   |          |                    |              |             |
|                               | Planning Manager                              | Employee | 1.00               |              | 1.00        |
|                               | Senior Planner                                | Employee | 1.00               |              | 1.00        |
|                               | Planning Technician                           | Employee | 0.50               |              | 0.50        |

## 2017-18 Position Allocation Summary

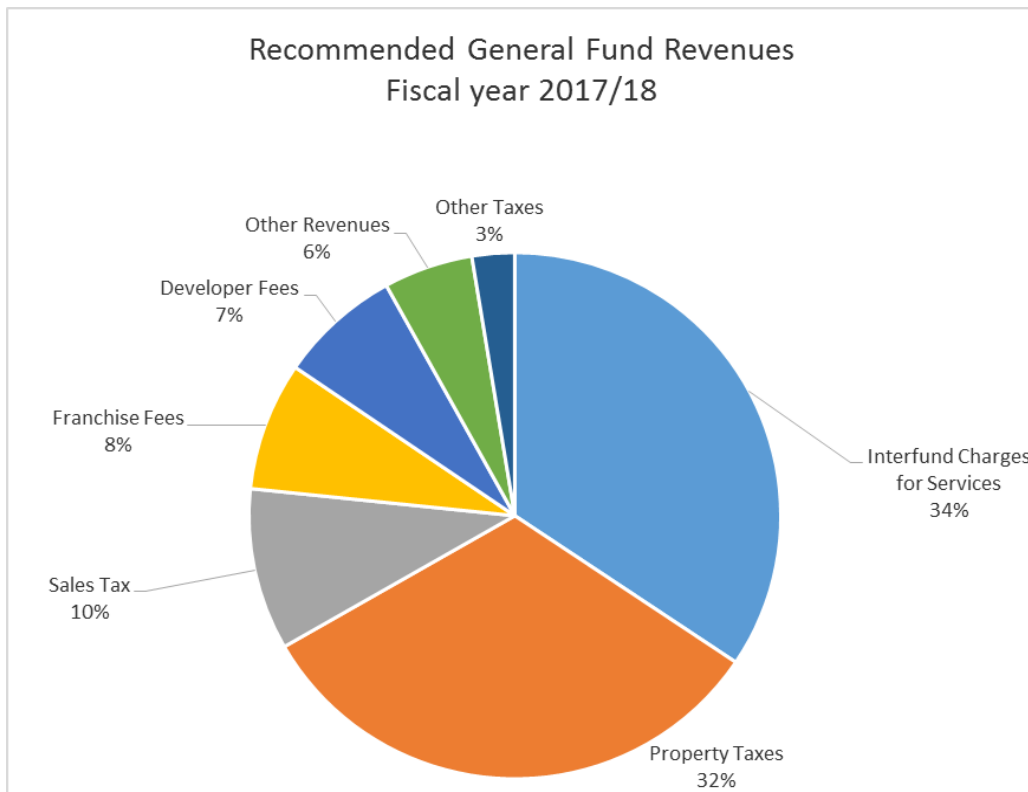
|   |  | Total Planning Staffing: | 2.50         | 0.00        | 2.50         |
|---|--|--------------------------|--------------|-------------|--------------|
| <b>Police</b>                                   |  |                          |              |             |              |
|   | Chief  | Employee                 | 1.00         |             | 1.00         |
|   | Lieutenants                                    | Employee                 | 1.00         |             | 1.00         |
|   | Sergeants                                      | Employee                 | 7.00         |             | 7.00         |
|   | Records Supervisor                             | Contract                 |              | 0.48        | 0.48         |
|   | Officers                                       | Employee                 | 25.0         |             | 25.00        |
|   | Police Services Assistants                     | Employee                 | 5.40         |             | 5.40         |
| <b>Total Police Department Staffing:</b>        |  |                          | <b>39.40</b> | <b>0.48</b> | <b>39.88</b> |
| <b>Public Works and Engineering</b>             |  |                          |              |             |              |
|   | City Engineer/Public Works Director            | Employee                 | 1.00         |             | 1.00         |
|   | Associate Engineers                            | 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                 | 0.53         |             | 0.53         |
|   | Streets Maintenance Foreman                    | Employee                 | 1.00         |             | 1.00         |
|   | Parks and Landscape Maintenance Superintendent | Employee                 | 1.00         |             | 1.00         |
|   | Parks & Landscape Crew Leader                  | Employee                 | 1.00         |             | 1.00         |
|   | PW Laborer II                                  | Employee                 | 1.00         |             | 1.00         |
|   | PW Laborer I                                   | Employee                 | 2.00         |             | 2.00         |
|   | Tree Maintenance Laborer                       | Employee                 | 1.00         |             | 1.00         |
|   | Parks and Landscape Laborers (Seasonal)        | Employee                 | 1.00         |             | 1.00         |
|   | Parks Monitor                                  | Employee                 | 0.25         |             | 0.25         |
|   | Sports Field Maintenance Laborer               | Employee                 | 0.25         |             | 0.25         |
| <b>Total Public Works/Engineering Staffing:</b> |  |                          | <b>15.03</b> | <b>0.00</b> | <b>15.03</b> |
| <b>Recreation</b>                               |  |                          |              |             |              |
|   | Recreation Manager                             | Employee                 | 1.00         |             | 1.00         |
|   | Recreation and Event Coordinator               | Employee                 | 1.00         |             | 1.00         |
|   | Senior Recreation Leader                       | Employee                 | 0.96         |             | 0.96         |
|   | Recreation Leader (Seasonal)                   | Employee                 | 1.65         |             | 1.65         |
|   | Recreation Aide (Seasonal)                     | Employee                 | 1.65         |             | 1.65         |
|   | Facilities Attendant                           | Employee                 | 0.38         |             | 0.38         |
| <b>Total Recreation Division Staffing:</b>      |  |                          | <b>6.64</b>  | <b>0.00</b> | <b>6.64</b>  |
| <b>Total Contract Employees</b>                 |  |                          |              |             |              |
|   |  |                          |              | <b>2.93</b> | <b>2.93</b>  |
| <b>Total City Employees:</b>                    |  |                          | <b>86.85</b> |             | <b>86.85</b> |
| <b>Total Position Allocation Summary</b>        |  |                          |              |             | <b>89.78</b> |



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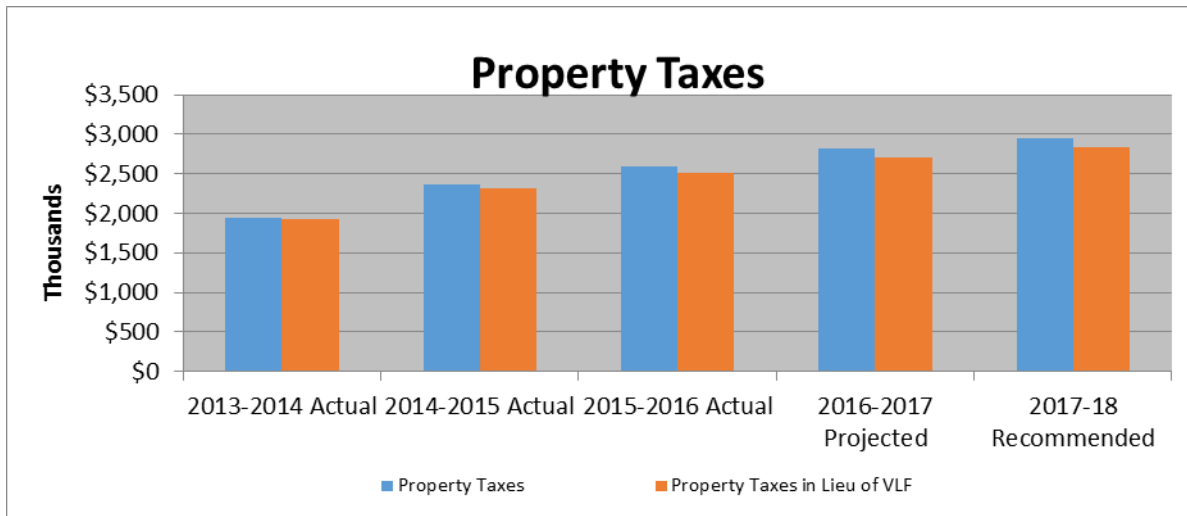
## GENERAL FUND ESTIMATED REVENUES FY 2017-2018

| Revenue                        | Actual<br>2014-2015<br>Revenues | Actual<br>2015-2016<br>Revenues | Projected<br>2016-2017<br>Revenues | Recommended<br>2017-2018<br>Revenues |
|--------------------------------|---------------------------------|---------------------------------|------------------------------------|--------------------------------------|
| Interfund Charges for Services | \$5,296,000                     | \$5,919,000                     | \$5,603,000                        | \$6,169,000                          |
| Property Taxes                 | \$4,681,000                     | \$5,097,000                     | \$5,517,000                        | \$5,793,000                          |
| Sales Tax                      | \$1,506,000                     | \$1,753,000                     | \$1,767,000                        | \$1,782,000                          |
| Franchise Fees                 | \$1,298,000                     | \$1,436,000                     | \$1,375,000                        | \$1,415,000                          |
| Developer Fees                 | \$1,034,000                     | \$1,828,000                     | \$1,365,000                        | \$1,333,000                          |
| Other Revenues                 | \$610,000                       | \$613,000                       | \$591,000                          | \$238,000                            |
| Intergovernmental Revenues     | \$543,000                       | \$389,000                       | \$320,000                          | \$386,000                            |
| Transient Occupancy Taxes      | \$196,000                       | \$210,000                       | \$200,000                          | \$200,000                            |
| Property Transfer Taxes        | \$152,000                       | \$227,000                       | \$150,000                          | \$150,000                            |
| Interest Income                | \$119,000                       | \$119,000                       | \$130,000                          | \$100,000                            |
| Business License Fees          | \$119,000                       | \$147,000                       | \$110,000                          | \$115,000                            |
| Sale of Property               | \$10,000                        | \$79,000                        | \$886,000                          |                                      |



## PROPERTY TAXES

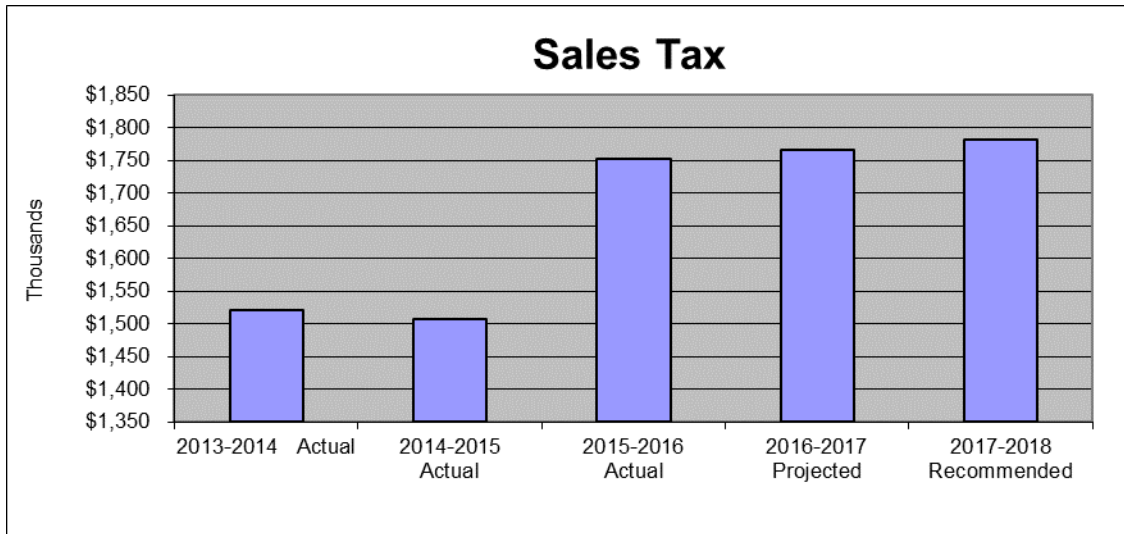
The City receives two significant types of property taxes: 1) the City’s share of 1% Property Taxes collected by the County; and, 2) Property Tax In Lieu Of Vehicle License Fees. Both are driven primarily by changes in assessed values. Estimates for fiscal year 2017-2018 anticipate an increase of 5% in citywide assessed values. The budget includes estimated 1% Property Taxes totaling \$2,954,000 and Property Taxes In Lieu Of Vehicle License Fees totaling \$2,839,000.



## SALES TAX

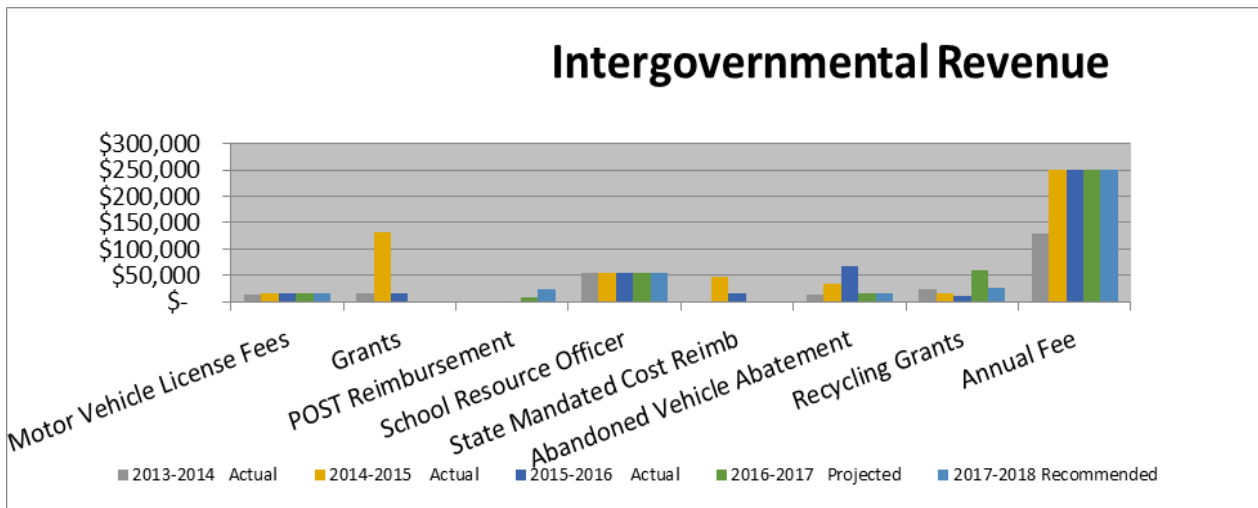
The City receives a share of sales taxes where the point of sale is located in the City. While the City does not yet have a large commercial base, business activity is expected to grow over time and these revenues will increase. For fiscal year 2017-2018, the estimated sales taxes are \$1,782,000, an increase of 1%.





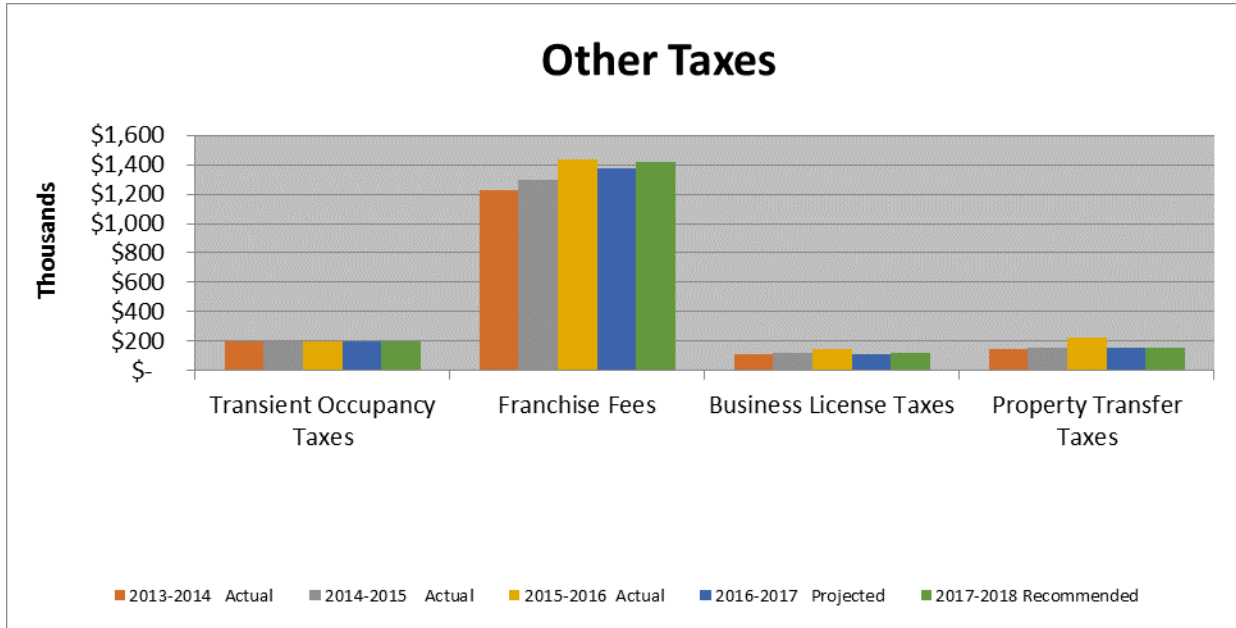
## INTERGOVERNMENTAL REVENUES

The City receives revenue from various other governmental agencies in the form of grants, motor vehicle tax, school resource officer reimbursements, vehicle abatement, recycling grants and administrative charges. For fiscal year 2017-18 total intergovernmental revenues are \$386,000, a less than fiscal year 2016-17 due to a decrease in grant revenues.



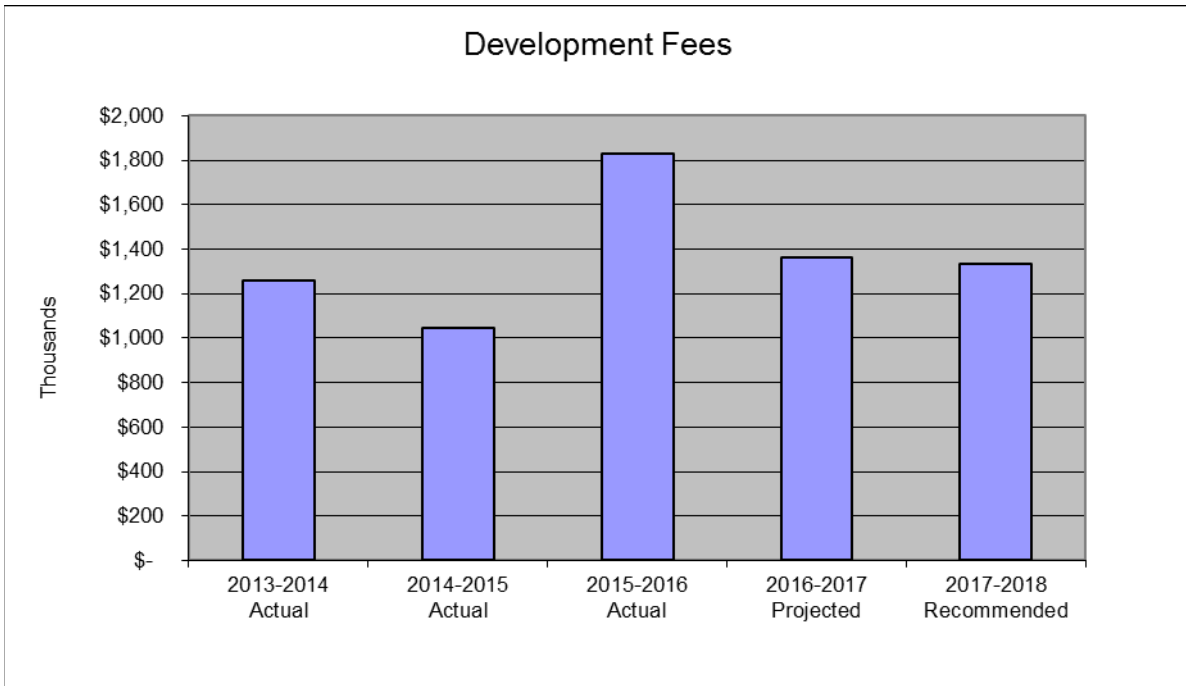
## OTHER TAXES

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 2017-2018, estimated total Other Taxes are \$1,880,000, an increase of \$45,000 over fiscal year 2016-2017. The increase is primarily due to increased franchise fee revenues.



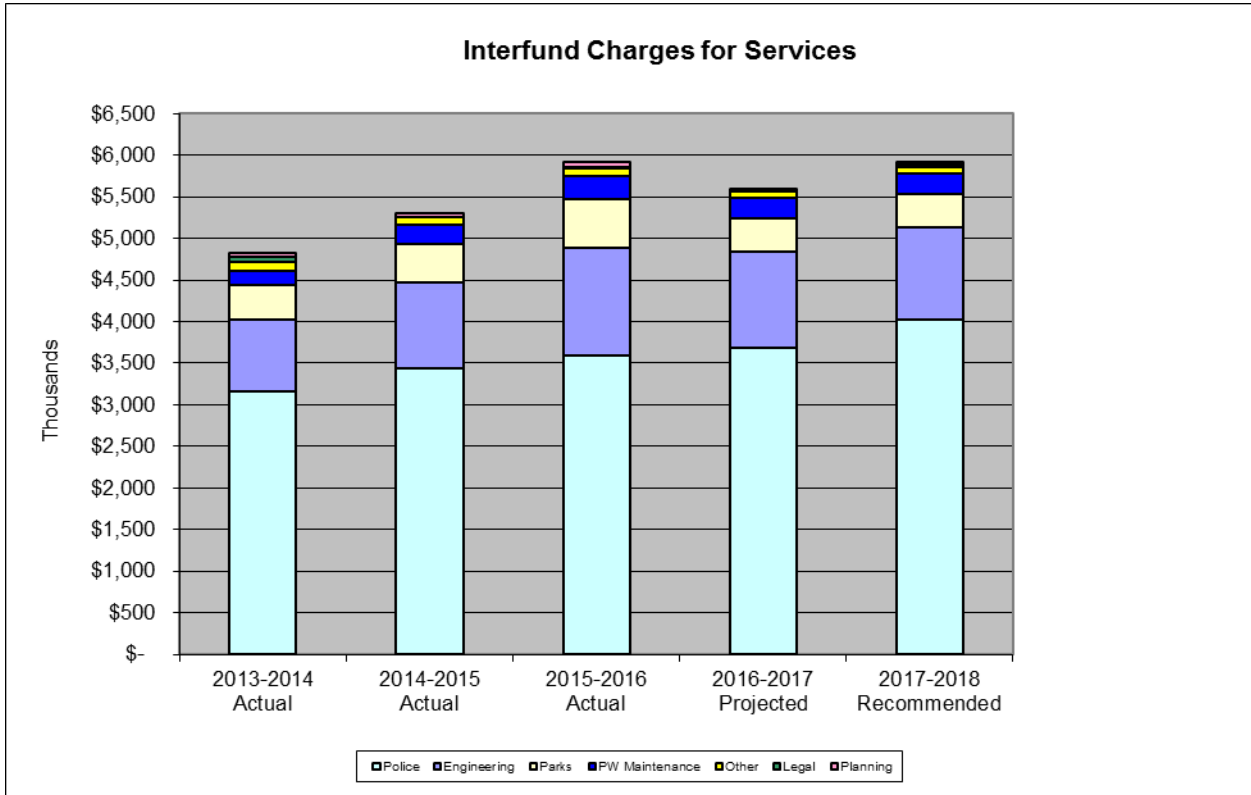
## DEVELOPMENT FEES

Development Fees consist primarily of building permits, plan review, and administrative fees. For fiscal year 2017-2018, estimated Development Fees total is \$1,333,000, a 3% decrease from the projected revenue for fiscal year 2016-2017. The budget reflects an increase in projected development activities, taking in to account primarily any delays in building activities



## INTERFUND CHARGES FOR SERVICES

Interfund Charges for Services is the largest revenue of the City. More than one-third of the Fiscal Year 2016-2017 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 2017-2018, estimated Interfund Charges for Police Services total approximately \$4.0 million, for Engineering Services approximately \$1.1 million, for Public Works Maintenance \$245,000, for Planning Services \$30,000, for Parks Maintenance Services \$400,000, for legal services \$25,000 and for Other Services \$81,000.

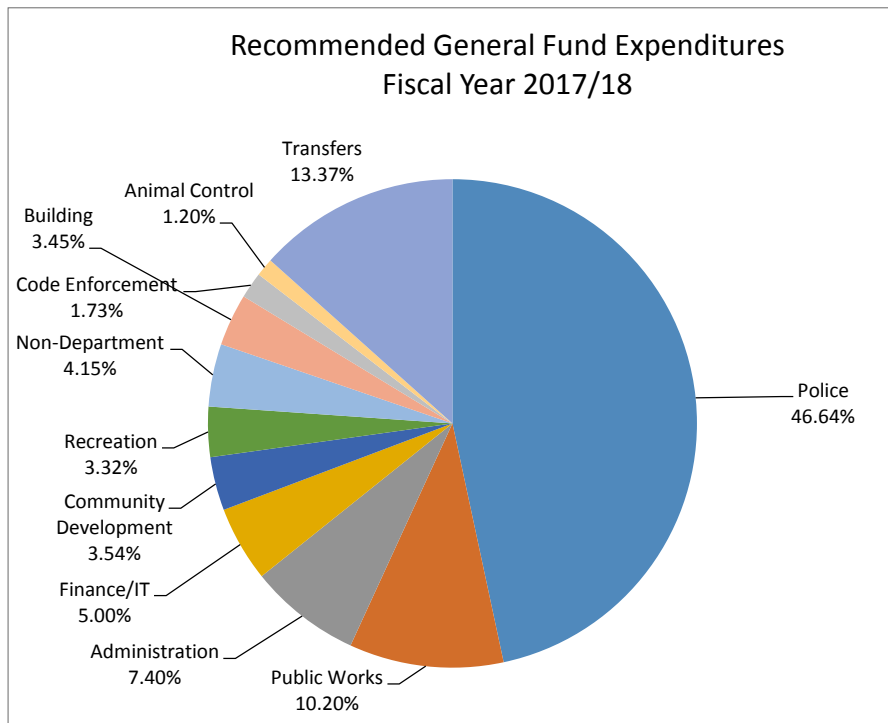


## OVERALL ANALYSIS OF GENERAL FUND REVENUES

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 2017-2018

| Department            | Actual<br>2014-2015<br>Expenditures | Actual<br>2015-2016<br>Expenditures | Projected<br>2016-2017<br>Expenditures | Recommended<br>2017-2018<br>Expenditures |
|-----------------------|-------------------------------------|-------------------------------------|--|--|
| Police                | \$7,915,000                         | \$7,515,000                         | \$8,528,000                            | \$9,280,000                              |
| Public Works          | \$1,577,000                         | \$1,859,000                         | \$2,039,000                            | \$2,030,000                              |
| Finance               | \$616,000                           | \$745,000                           | \$675,000                              | \$694,000                                |
| Recreation            | \$445,000                           | \$505,000                           | \$591,000                              | \$660,000                                |
| Transfers Out         | \$1,433,000                         | \$2,207,000                         | \$6,091,000                            | \$2,660,000                              |
| Non-Departmental      | \$(111,000)                         | (\$240,000)                         | \$238,000                              | \$826,000                                |
| Building              | \$367,000                           | \$366,000                           | \$467,000                              | \$686,000                                |
| City Manager          | \$434,000                           | \$453,000                           | \$476,000                              | \$449,000                                |
| Code Enforcement      | \$264,000                           | \$352,000                           | \$388,000                              | \$345,000                                |
| Planning              | \$339,000                           | \$358,000                           | \$365,000                              | \$439,000                                |
| City Clerk            | \$248,000                           | \$241,000                           | \$346,000                              | \$272,000                                |
| City Attorney         | \$141,000                           | \$199,000                           | \$279,000                              | \$280,000                                |
| Information Services  | \$232,000                           | \$237,000                           | \$325,000                              | \$301,000                                |
| Animal Control        | \$198,000                           | \$211,000                           | \$223,000                              | \$238,000                                |
| Economic Development  | \$194,000                           | \$219,000                           | \$228,000                              | \$266,000                                |
| Human Resources       | \$66,000                            | \$65,000                            | \$207,000                              | \$234,000                                |
| Community Outreach    | \$125,000                           | \$102,000                           | \$171,000                              | \$122,000                                |
| City Council          | \$61,000                            | \$59,000                            | \$61,000                               | \$57,000                                 |
| Maintenance Custodian | \$65,000                            | \$76,000                            | \$57,000                               | \$60,000                                 |



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## DEPARTMENT DETAIL

The following pages review each of the proposed Department budgets with a summary discussion of program description, staffing, and objectives for fiscal year 2017-2018:

### 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 2017-2018. The County charge per capita has, after many years, been increased. The rate for 2017-2018 is \$5.94, increased from the \$5.74 in 2016-17.

| ANIMAL CONTROL      |                     |                        |                          |
|---------------------|---------------------|------------------------|--------------------------|
| 2014-2015<br>Actual | 2015-2016<br>Actual | 2016-2017<br>Projected | 2017-2018<br>Recommended |
| \$197,808           | \$211,697           | \$222,649              | \$238,438                |

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## CITY COUNCIL

### Program Costs and Revenues

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

### Program Description

The Council is the legislative body of the City, 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

None

| CITY COUNCIL       |                     |                     |                        |                          |
|--------------------|---------------------|---------------------|------------------------|--------------------------|
| USE OF FUNDS       | 2014-2015<br>Actual | 2015-2016<br>Actual | 2016-2017<br>Projected | 2017-2018<br>Recommended |
| Personnel Services | \$31,272            | \$31,410            | \$31,697               | \$31,699                 |
| Services           | \$27,925            | \$25,924            | \$27,650               | \$25,210                 |
| Supplies           | \$2,169             | \$1,267             | \$2,000                | \$250                    |
| <b>Total</b>       | <b>\$61,366</b>     | <b>\$58,601</b>     | <b>\$61,347</b>        | <b>\$57,159</b>          |

|                           | CITY COUNCIL MEMBERS |             |             |
|---------------------------|----------------------|-------------|-------------|
|                           | 2015-2016            | 2016-2017   | 2017-2018   |
| Mayor                     | 1.00                 | 1.00        | 1.00        |
| Vice-Mayor                | 1.00                 | 1.00        | 1.00        |
| Council members           | 3.00                 | 3.00        | 3.00        |
| <b>Total City Council</b> | <b>5.00</b>          | <b>5.00</b> | <b>5.00</b> |

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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 70% 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.

| <b>CITY CLERK</b>   |                             |                             |                                |                                  |
|---------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
| <b>USE OF FUNDS</b> | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Personnel Services  | \$206,590                   | \$209,375                   | \$221,489                      | \$224,878                        |
| Services            | \$40,062                    | \$31,067                    | \$122,849                      | \$45,885                         |
| Supplies            | \$974                       | \$257                       | 1,300                          | \$1,300                          |
| <b>Total</b>        | <b>\$247,626</b>            | <b>\$240,699</b>            | <b>\$345,638</b>               | <b>\$272,063</b>                 |

| <b>CITY CLERK STAFFING</b>       |                  |                  |                  |
|----------------------------------|------------------|------------------|------------------|
|                                  | <b>2015-2016</b> | <b>2016-2017</b> | <b>2017-2018</b> |
| City Clerk/Paralegal             | 0.70             | 0.70             | 0.70             |
| Records Management Clerk         | 1.00             | 1.00             | 1.00             |
| Receptionists                    | 1.07             | 1.07             | 1.07             |
| <b>Total City Clerk Staffing</b> | <b>2.77</b>      | <b>2.77</b>      | <b>2.77</b>      |

## **CITY ATTORNEY**

### **Program Costs and Revenues**

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

### **Program Description**

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

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

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

### **Staffing Summary**

The City contracts for City Attorney services and employs a full time paralegal. The paralegal is assigned to work in both the City Attorney and City Clerk Offices, with approximately 30% 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.

| <b>CITY ATTORNEY</b> |                             |                             |                                |                                  |
|----------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
| <b>USE OF FUNDS</b>  | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Personnel Services   | \$43,624                    | \$39,240                    | \$50,367                       | \$45,373                         |
| Services             | \$97,056                    | \$159,480                   | \$229,060                      | \$234,569                        |
| <b>Total</b>         | <b>\$140,680</b>            | <b>\$198,720</b>            | <b>\$279,427</b>               | <b>\$279,942</b>                 |

| <b>CITY ATTORNEY STAFFING</b>       |                  |                  |                  |
|-------------------------------------|------------------|------------------|------------------|
|                                     | <b>2015-2016</b> | <b>2016-2017</b> | <b>2017-2018</b> |
| City Attorney (Contracted)          | 0.25             | 0.25             | 0.25             |
| Special Counsel (Contracted)        | 0.25             | 0.25             | 0.25             |
| City Clerk/Paralegal                | 0.30             | 0.30             | 0.30             |
| <b>Total City Attorney Staffing</b> | <b>0.80</b>      | <b>0.80</b>      | <b>0.80</b>      |

## **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 all Oakley's municipal operations, except the City Attorney and 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 (who also serves as the Human Resources 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**

A review of the Assistant to the City Manager's time allocation indicates a better representation of her time for budget purposes is 50% under the City Manager's Office function, 25% in Community Outreach, and 25% in Human Resources.

| <b>CITY MANAGER</b> |                             |                             |                                |                                  |
|---------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
| <b>USE OF FUNDS</b> | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2015-2016<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Personnel Services  | \$399,829                   | \$396,890                   | \$415,020                      | \$387,303                        |
| Services            | \$34,063                    | \$56,530                    | \$61,343                       | \$61,596                         |
| Supplies            |                             |                             |                                |                                  |
| <b>Total</b>        | <b>\$433,892</b>            | <b>\$453,420</b>            | <b>\$476,363</b>               | <b>\$448,899</b>                 |

| <b>CITY MANAGER STAFFING</b>                |                  |                  |                  |
|---|------------------|------------------|------------------|
|   | <b>2015-2016</b> | <b>2016-2017</b> | <b>2017-2018</b> |
| City Manager                                | 1.00             | 1.00             | 1.00             |
| Assistant to the<br>City Manager/HR Manager | 0.62             | 0.50             | 0.50             |
| Administrative Assistant                    | 0.48             | 0.48             | 0.48             |
| <b>Total City Manager Staffing</b>          | <b>2.10</b>      | <b>1.98</b>      | <b>1.98</b>      |





## 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 and Instagram posts.

In 2016 the City launched Engage in Oakley, an online platform designed to engage citizens in a conversation about important projects and issues. Residents are invited to access Engage in Oakley through the City's website. Upon access residents will see each post provides background information, followed by a question or opportunity for citizen's comments, interaction, and engagement. City officials will use that public input to help guide their decision-making process.

Furthermore, the City looks forward to offering the Leadership Academy in the fall of 2017. The Leadership Academy is designed to provide residents an opportunity to familiarize themselves with the City operations and processes. The sessions presented by City Staff addressed how City funds are allocated, decisions made, current challenges, future plans and much more. The program has been well received by the public and resulted in three graduating classes of roughly 75 residents.



**Staffing Summary**

The Assistant to the City Manager is assigned to conduct the Community Outreach functions, with the assistance of the part-time Administrative Assistant in the City Manager’s Office. Approximately 25% of her time has her serving in this capacity. Additional assistance is provided by the Recreation Manager, who coordinates the City’s website.

**Program Changes**

A review of the Assistant to the City Manager’s time allocation indicates a better representation of her time for budget purposes is 50% under the City Manager’s Office function, 25% in Community Outreach, and 25% in Human Resources.

| <b>COMMUNITY OUTREACH</b> |                             |                             |                                |                                  |
|---------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
| <b>USE OF FUNDS</b>       | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Personnel Services        | \$43,437                    | \$38,664                    | \$41,529                       | \$37,349                         |
| Services                  | \$66,608                    | \$62,885                    | \$129,681                      | \$84,627                         |
| Supplies                  | \$15,000                    |                             |                                |                                  |
| <b>Total</b>              | <b>\$125,045</b>            | <b>\$101,549</b>            | <b>\$171,210</b>               | <b>\$121,976</b>                 |

| <b>COMMUNITY OUTREACH STAFFING</b>       |                  |                  |                  |
|--|------------------|------------------|------------------|
|  | <b>2015-2016</b> | <b>2016-2017</b> | <b>2017-2018</b> |
| Assistant to the City Manager/HR Manager | 0.32             | 0.25             | 0.25             |
| You, Me, We Oakley Project Coordinator   |                  | .05              | .05              |
| <b>Total Community Outreach Staff</b>    | <b>0.32</b>      | <b>0.30</b>      | <b>0.30</b>      |

## **FINANCE**

### **Program Costs and Revenues**

Most Finance Department costs are part of City Administration. Some of the costs are recovered as direct charges and some as a part of the city overhead added to Parks, Planning, and 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 four full-time staff and one limited-term part-time: The Finance Director, one Senior Accountant, one Senior Accounting Technician, one Accounting Assistant and one part-time Accounting Assistant.

### **Program Objectives**

The primary operating objectives for the department for fiscal year 2016-2017 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 is a proposed increase of .5 full-time equivalent employee in regular staffing levels and no significant one-time costs proposed.

| <b>FINANCE</b>      |                             |                             |                                |                                  |
|---------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
| <b>USE OF FUNDS</b> | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Personnel Services  | \$467,022                   | \$562,263                   | \$473,959                      | \$517,117                        |
| Services            | \$148,865                   | \$182,775                   | \$200,977                      | \$176,151                        |
| Supplies            |                             | \$98                        | \$100                          | \$200                            |
| <b>Total</b>        | <b>\$615,887</b>            | <b>\$745,136</b>            | <b>\$675,036</b>               | <b>\$693,468</b>                 |

| <b>FINANCE STAFFING</b>       |                  |                  |                  |
|-------------------------------|------------------|------------------|------------------|
|                               | <b>2015-2016</b> | <b>2016-2017</b> | <b>2017-2018</b> |
| Finance Director              | 1.00             | 1.00             | 1.00             |
| Senior Accountant             | 1.00             | 1.00             | 1.00             |
| Senior Accounting Technician  | 1.00             | 1.00             | 1.00             |
| Accounting Assistants         | 0.48             | 0.96             | 1.48             |
| <b>Total Finance Staffing</b> | <b>3.48</b>      | <b>3.96</b>      | <b>4.48</b>      |

## **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**

A review of the Assistant to the City Manager's time allocation indicates a better representation of her time for budget purposes is 50% under the City Manager's Office function, 25% in Community Outreach, and 25% in Human Resources. The Human Resources Technician is now fully allocated to the Human Resources function.

| <b>HUMAN RESOURCES</b> |                             |                             |                                |                                  |
|------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
| <b>USE OF FUNDS</b>    | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2015-2016<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Personnel Services     | \$35,818                    | \$40,354                    | \$133,675                      | \$129,404                        |
| Services               | \$25,069                    | \$22,635                    | \$66,919                       | \$63,746                         |
| Supplies               | \$5,465                     | \$1,874                     | \$6,000                        | \$41,000                         |
| <b>Total</b>           | <b>\$66,352</b>             | <b>\$64,863</b>             | <b>\$206,594</b>               | <b>\$234,150</b>                 |

| <b>HUMAN RESOURCES STAFFING</b>                |                  |                  |                  |
|--|------------------|------------------|------------------|
|  | <b>2015-2016</b> | <b>2016-2017</b> | <b>2017-2018</b> |
| Assistant to the<br>City Manager/HR Manager    | 0.05             | 0.25             | 0.25             |
| You Me We Project<br>Coordinator/HR Technician | 0.38             | 0.95             | .95              |
| <b>Total HR Staffing</b>                       | <b>0.43</b>      | <b>1.20</b>      | <b>1.20</b>      |



## MAINTENANCE CUSTODIAN

### Program Costs and Revenues

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

### Program Description

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

### Staffing Summary

With the retirement of the Maintenance Custodian, the proposal for fiscal year 2017-18 is to utilize contracted services.

### 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

No program changes.

| Maintenance Custodian |                     |                     |                        |                          |
|-----------------------|---------------------|---------------------|------------------------|--------------------------|
| USE OF FUNDS          | 2014-2015<br>Actual | 2015-2016<br>Actual | 2016-2017<br>Projected | 2017-2018<br>Recommended |
| Personnel Services    | \$53,450            | \$41,539            | \$0                    | \$0                      |
| Services              | \$11,889            | \$33,974            | \$57,061               | \$60,055                 |
| <b>Total</b>          | <b>\$65,339</b>     | <b>\$75,513</b>     | <b>\$57,061</b>        | <b>\$60,055</b>          |

| MAINTENANCE CUSTODIAN STAFFING                    |             |             |            |
|---|-------------|-------------|------------|
|   | 2015-2016   | 2016-2017   | 2017-2018  |
| Maintenance Custodian/Code Enforcement Technician | 0.75        |             |            |
| Maintenance Custodian (Contract)                  |             | .75         | .75        |
| <b>Total Maintenance Custodian Staffing</b>       | <b>0.75</b> | <b>0.75</b> | <b>.75</b> |

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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 2017-2018 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 2017-2018.

| <b>INFORMATION SYSTEMS</b> |                             |                             |                                |                                  |
|----------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
| <b>USE OF FUNDS</b>        | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2015-2016<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Services                   | \$164,104                   | \$180,975                   | \$194,428                      | \$196,172                        |
| Supplies                   |                             | 56                          | \$500                          | \$1,000                          |
| Capital Outlay             | \$67,535                    | \$55,843                    | \$129,725                      | \$103,575                        |
| <b>Total</b>               | <b>\$231,639</b>            | <b>\$236,874</b>            | <b>\$324,653</b>               | <b>\$300,747</b>                 |

| <b>INFORMATION TECHNOLOGY DEPARTMENT STAFFING</b> |                  |                  |                  |
|---|------------------|------------------|------------------|
|   | <b>2015-2016</b> | <b>2016-2017</b> | <b>2017-2018</b> |
| <i>Network Manager (Contracted)</i>               | <i>On Call</i>   | <i>On Call</i>   | <i>On Call</i>   |
| <i>Network Engineers (Contracted)</i>             | <i>0.625</i>     | <i>0.625</i>     | <i>0.60</i>      |

## **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**

There are no proposed program changes for fiscal year 2017-18.

| <b>NON-DEPARTMENTAL</b>       |                             |                             |                                |                                  |
|-------------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
| <b>USE OF FUNDS</b>           | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Personnel Services            | \$69,357                    | \$177,715                   | \$393,565                      | \$624,866                        |
| Services*                     | \$507,700                   | \$555,743                   | \$990,601                      | \$1,497,259                      |
| Supplies                      | \$55,635                    | \$58,525                    | \$61,700                       | \$50,000                         |
| Capital Outlay                | \$25,706                    | \$746                       |                                |                                  |
| Transfers Out                 | \$50,000                    | \$150,000                   | \$150,000                      | \$250,000                        |
| Interdepartmental Allocations | (\$819,402)                 | (\$1,182,432)               | (\$1,457,687)                  | (\$1,796,211)                    |
| <b>Total</b>                  | <b>\$(111,004)</b>          | <b>\$(239,703)</b>          | <b>\$138,179</b>               | <b>\$625,914</b>                 |

\* Recommended amount includes the 2% General Fund Contingency.

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

## **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 investment 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 all City-owned and former redevelopment property identified in the Long Range Property Management Plan
- 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 2017-2018.

| <b>ECONOMIC DEVELOPMENT</b> |                             |                             |                                |                                  |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
| <b>USE OF FUNDS</b>         | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Personnel Services          | \$144,720                   | \$154,775                   | \$157,765                      | \$158,320                        |
| Services                    | \$43,122                    | \$61,935                    | \$70,056                       | \$104,037                        |
| Supplies                    | \$6,281                     | \$1,913                     | \$300                          | \$3,800                          |
| <b>Total</b>                | <b>\$194,123</b>            | <b>\$218,623</b>            | <b>\$228,121</b>               | <b>\$266,157</b>                 |

| <b>ECONOMIC DEVELOPMENT STAFFING</b>           |                  |                  |                  |
|--|------------------|------------------|------------------|
|  | <b>2014-2015</b> | <b>2015-2016</b> | <b>2017-2018</b> |
| Economic Development Manager                   | 1.00             | 1.00             | 1.00             |
| Planning Technician                            |                  |                  | .25              |
| <b>Total Economic<br/>Development Staffing</b> | <b>1.00</b>      | <b>1.00</b>      | <b>1.25</b>      |

## **BUILDING & CODE ENFORCEMENT**

### **Program Costs and Revenue**

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

### **Program Description**

The Building Division is responsible for the administration and enforcement of building codes (California Building, Plumbing, Mechanical Codes, the National Electrical Code, and the International Property Maintenance 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 to 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/ Permit Center Manager, and a full-time Building Inspector, and a full-time Permit Technician and part-time 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), and one full-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 phases 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 inquires 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.
- Enhance enforcement of vacant/abandoned property maintenance standards
- 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.
- Work together to address and reduce unpermitted construction

### **Program Changes**

There is an increase of a part time administrative assistant to assist with the building permits and code enforcement.



| <b>BUILDING &amp; CODE ENFORCEMENT</b> |                             |                             |                                |                                  |
|--|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
| <b>USE OF FUNDS</b>                    | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2015-2016<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Personnel Services                     | \$400,314                   | \$494,253                   | \$535,173                      | \$616,518                        |
| Services                               | \$217,427                   | \$213,054                   | \$310,934                      | \$405,533                        |
| Supplies                               | \$13,838                    | \$10,798                    | \$9,200                        | \$8,250                          |
| Capital Outlay                         |                             |                             |                                |                                  |
| <b>Total</b>                           | <b>\$631,579</b>            | <b>\$718,105</b>            | <b>\$855,307</b>               | <b>\$1,030,301</b>               |

| <b>BUILDING AND CODE ENFORCEMENT STAFFING</b>           |                  |                  |                  |
|---|------------------|------------------|------------------|
|   | <b>2015-2016</b> | <b>2016-2017</b> | <b>2017-2018</b> |
| Building Official (Contracted)                          | 0.40             | -                | -                |
| Permit Center Manager<br>(Contracted)                   | 0.60             | 0.60             | 0.60             |
| Building Inspector II                                   | 1.00             | 1.00             | 1.00             |
| Permit Technician                                       | 1.00             | 1.00             | 1.00             |
| Administrative Assistant                                | -                | .48              | .50              |
| Planning Technician                                     |                  |                  | .25              |
| Code Enforcement Manager                                | 1.00             | 1.00             | 1.00             |
| Code Enforcement Officer/Building<br>Inspector II       | 1.00             | 1.00             | 1.00             |
| Code Enforcement Technician                             | 1.00             | 1.25             | 1.25             |
| Maintenance Custodian/Code<br>Enforcement Technician    | 0.25             | -                | -                |
| <b>Total Building and Code<br/>Enforcement Staffing</b> | <b>6.25</b>      | <b>6.33</b>      | <b>6.60</b>      |



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## **POLICE**

### **Program Costs and Revenues**

This will be our second full year of operation as a “standalone” police department. Most expenditures are for salaries and benefits for our sworn and professional staff. Our initial budget analysis has provided confidence that the decision to move away from the Office of the Sheriff was a good one. Per officer costs have been reduced considerably. 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 of safety and confidence in our ability to provide professional police services.

### **Program Staffing**

The costs for fiscal year 2017-2018 are for a fully-staffed department with 34 sworn FTE law enforcement positions. This represents an increase of one officer to our sworn staffing level over the 2016/17 budget year. We added two Lieutenant positions in our 2016/17



budget. One of those positions (Administrative Lieutenant) was temporarily converted to an Administrative Sergeant when Lt. Billeci retired in December of 2016. Our intent is to promote a Lieutenant into this position from within in the coming year.

Five (5) FTE positions in the classification of Police Services Assistant (PSA). The PSA classification is being broadened to incorporate all professional support positions within the Police Department. These duties include working in records, investigations, the front counter/reception area, managing our property room and fleet.

For the fiscal year 2017-2018 the City's sworn officers per 1,000 citizens ratio will be approximately .8 officers per thousand.

### **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.
- Continue to focus on quality of life issues through the Problem Oriented Policing (POP) program, working with Oakley Code Enforcement Officers.
- Continue our practice of managing each dollar spent and assuring we are receiving the best possible value for our monies. Critically analyze our revenues and expenditures as we approach the midyear budget review. Our ultimate goal is to use savings derived from the separation from the Sheriffs Office to increase our staffing levels.

### **Program Changes**

In the coming months we will reestablish the Police K9 program and fill the third traffic enforcement position.

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 a Volunteers in Police Service (VIPS) type program in addition to an Oakley PD Cadet program.

| <b>POLICE DEPARTMENT</b> |                             |                             |                                |                                  |
|--------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
| <b>USE OF FUNDS</b>      | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2015-2016<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Personnel Services       | \$232,427                   | \$1,007,731                 | \$6,213,021                    | \$6,672,797                      |
| Services                 | \$7,547,738                 | \$6,268,619                 | \$1,851,086                    | \$2,139,523                      |
| Supplies                 | \$133,259                   | \$177,841                   | \$259,592                      | \$288,200                        |
| Capital Outlay           | \$1,765                     | \$62,234                    | \$204,000                      | \$180,000                        |
| <b>Total</b>             | <b>\$7,915,189</b>          | <b>\$7,516,425</b>          | <b>\$8,527,699</b>             | <b>\$9,280,520</b>               |

| <b>POLICE DEPARTMENT STAFFING</b>   |                  |                  |                  |
|---|------------------|------------------|------------------|
| The following staff are provided under contract with the Contra Costa County Office of the Sheriff: | <b>2015-2016</b> | <b>2016-2017</b> | <b>2017-2018</b> |
| Police Chief  | 1.00             | -                | -                |
| Police Sergeants  | 5.00             | -                | -                |
| Police Officers   | 22.00            | -                | -                |
| Records Supervisor  | -                | .48              | 0.48             |
| <b>Total staff provided under CCC Office of the Sheriff</b>   | <b>28.00</b>     | <b>.48</b>       | <b>0.48</b>      |
| <b>City Staff:</b>  |                  |                  |                  |
| Administrative Assistant  | 1.25             | -                | -                |
| Assistant to the Chief  | 0.48             | -                | -                |
| Police Chief  | -                | 1.00             | 1.00             |
| Police Lieutenants  | -                | 2.00             | 1.00             |
| Police Sergeants  | -                | 5.00             | 7.00             |
| Police Officers   | -                | 21.00            | 25.00            |
| Police Services Assistant   | 2.00             | 5.40             | 5.40             |
| <b>Total City Staff</b>   | <b>3.73</b>      | <b>34.40</b>     | <b>39.40</b>     |
| <b>Total Police Department Staffing</b>   | <b>31.73</b>     | <b>34.88</b>     | <b>39.88</b>     |

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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 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 well under construction with four home builders continuing to construct homes. Staff is still seeing an increase in the number of new projects (both residential and commercial) and anticipates this to be the trend going forward. There is a continued focus on the redevelopment of the City's Downtown with several pending projects in this coming fiscal year to include the Main Street realignment project, the several facade improvement projects, and several private development projects. Staff is also still looking to secure grant funding to assist with the development of the future Train Platform and Parking Lot. The Action Programs within the recently adopted 2015-2023 Housing Element have been implemented. Staff is proactively working with representatives from Chemours, formally DuPont, to assist Claremont Homes with 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
- 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 remaining 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

## **Program Changes**

There is an addition of a part time planning technician to assist the department.



| <b>PLANNING DIVISION</b> |                             |                             |                                |                                  |
|--------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
| <b>USE OF FUNDS</b>      | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Personnel Services       | \$278,151                   | \$293,761                   | \$301,038                      | \$330,767                        |
| Services                 | \$60,940                    | \$64,928                    | \$78,740                       | \$107,538                        |
| Supplies                 | \$153                       | \$117                       | \$1,025                        | \$600                            |
| <b>Total</b>             | <b>\$339,244</b>            | <b>\$358,806</b>            | <b>\$380,803</b>               | <b>\$438,905</b>                 |

| <b>PLANNING DIVISION STAFFING</b>       |                  |                  |                  |
|---|------------------|------------------|------------------|
|   | <b>2015-2016</b> | <b>2016-2017</b> | <b>2017-2018</b> |
| Senior Planner                          | 1.00             | 1.00             | 1.00             |
| Planning Manager                        | 1.00             | 1.00             | 1.00             |
| Planning Technician                     |                  |                  | .50              |
| <b>Total Planning Division Staffing</b> | <b>2.00</b>      | <b>2.00</b>      | <b>2.50</b>      |



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## **PUBLIC WORKS/ ENGINEERING/MAINTENANCE & PARKS**

### **Program Description**

The Public Works and Engineering Department provides street, drainage, and 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 some of the park and landscape maintenance needs. The in-house maintenance crew will continue to grow and increase its capacity to perform park and landscape maintenance services which is perform by combination of full-time and seasonal maintenance workers.

The Streets Maintenance Division has two full time maintenance workers which form the foundation of a maintenance crew and perform the 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 Parks and Landscape Maintenance Division has gone through a transition as a result of the retirement of the Parks and Landscape Manager. After evaluation of the operations of this division, it was determined that instead of hiring a new Parks and Landscape Manager, a new position of Parks and Landscape Superintendent was created. The current Parks and Landscape Foreman was promoted to this new Superintendent position. This strategy created the funding for hiring a new Lead Parks and Landscape Worker which should help in stabilizing the field operations.

The Department has hired a new Engineering Inspector for the services related to the City's Capital Improvement Projects. For inspection services related to private development projects; contract Inspectors will be hired as the private development and construction activity necessitates.

## **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-\$799,223*
- **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-\$547,375*
- **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. *Anticipated Revenues-\$1,200,000*
- **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-\$675,000*

- **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-\$1,165,170*
- **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 - \$322,991*
- **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-\$2,102,396*
- **Community Facilities District No 1-** This District was formed in 2006 to fund the operations and maintenance of the levee system, stormwater pond, and the associated pump, force main, and outfall for the Cypress Grove development. Landscape and lighting maintenance for the project are funded through a separate mechanism. *Anticipated Revenues-\$306,142*
- **Community Facilities District No. 2015-1 – Emerson Ranch.** This District was formed in 2015 to fund the operations and maintenance of Regional Parks, Community Parks, Landscaping, Neighborhood Parks and Street Lighting and Stormwater maintenance for the Emerson Ranch Development. *Anticipated Revenues - \$221,955*
- **Community Facilities District No. 2015-2 – Citywide.** This District was formed in 2015 to fund the operations and maintenance of Regional Parks, Community Parks, Landscaping, Street Lighting, Neighborhood Parks & Landscaping and Stormwater maintenance throughout the City of Oakley. It is anticipated this CFD will take the place of the Citywide Parks Assessment, Streetlight Assessments and Neighborhood Landscaping Assessments for all new Development moving forward. *Anticipated Revenues - \$44,988*

- **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 15 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 2017-18 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 proactive way.
  - **Signals & Lighting-** The City owns and operates traffic signals at 35 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.

- ***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 35 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 Civil Engineer, (1 FTE)** – This full time position that works on operation of the City's traffic signal system, leading the City's NPDES stormwater permit program. The Associate Engineer will also be working with the engineering and planning team to review and process development projects without delay and to facilitate further development activity.
  - **Associate Civil 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 and all CIP construction inspection services. 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 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 Superintendent (1 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 Lead Worker (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 Superintendent.
- ***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.
- ***Parks and Landscape Maintenance Worker (1 FTE)*** – This City staff position performs as the lead park and landscape maintenance crew member. In addition to this position, Seasonal laborers provide parks and landscape maintenance services 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.
- ***Parks Monitor (0.25 FTE)*** – This City staff position assists with the custodial maintenance and cleaning of parks and facilities on weekends and holidays. They are primarily responsible for cleaning and restocking the park restrooms and ensuring that the rented group picnic areas and other scheduled activity areas are clean and safe.
- ***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 2017-18 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.

- Coordinate and collaborate with other City Departments to provide exemplary and proactive service to potential developers to enhance Oakley’s economic development opportunities.

| <b>PUBLIC WORKS /ENGINEERING/MAINTENANCE &amp; PARKS</b> |                             |                             |                                |                                  |
|--|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
| <b>USE OF FUNDS</b>                                      | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Personnel Services                                       | \$1,238,016                 | \$1,443,073                 | \$1,497,086                    | \$1,473,143                      |
| Services   | \$314,455                   | \$394,028                   | \$506,475                      | \$517,300                        |
| Supplies   | \$25,269                    | \$21,103                    | \$35,600                       | \$33,650                         |
| Capital Outlay   | \$259                       |                             |                                | \$5,500                          |
| <b>Total</b>   | <b>\$1,577,999</b>          | <b>\$1,858,204</b>          | <b>\$2,039,161</b>             | <b>\$2,029,593</b>               |

| <b>PUBLIC WORKS/ENGINEERING/MAINTENANCE &amp; PARKS<br/>DEPARTMENT STAFFING</b> |                  |                  |                  |
|---|------------------|------------------|------------------|
|   | <b>2015-2016</b> | <b>2016-2017</b> | <b>2017-2018</b> |
| City Engineer/Public Works Director   | 1.00             | 1.00             | 1.00             |
| Assistant Engineer  | 2.00             |                  | -                |
| Associate Engineer  | -                | 2.00             | 2.00             |
| Senior Civil Engineer   | 1.00             | 1.00             | 1.00             |
| Public Works Inspectors   | 1.00             | 1.00             | 1.00             |
| Public Works Administrative Specialist  | 1.00             | 1.00             | 1.00             |
| Public Works Receptionist   | .36              | 0.53             | 0.53             |
| Streets Maintenance Foreman   | 1.00             | 1.00             | 1.00             |
| Public Works Maintenance Worker I   | 1.00             | -                | -                |
| Parks & Landscape Division Manager  | .75              | .75              |                  |
| Parks & Landscape Maintenance Superintendent                                    |                  |                  | 1.00             |
| Parks & Landscaping Maintenance Foreman   | 1.00             | 1.00             |                  |
| Parks & Landscaping Crew Leader   |                  |                  | 1.00             |
| PW Laborer II   | -                | 1.00             | 1.00             |
| PW Laborer I  | 1.00             | 2.00             | 2.00             |
| Tree Maintenance Laborer  | 1.00             | 1.00             | 1.00             |
| Parks and Landscape Laborers (Seasonal)   | 2.00             | 1.00             | 1.00             |
| Parks Monitor   | 0.25             | 0.25             | 0.25             |
| Sports Field Maintenance Worker part time                                       | .25              | 0.25             | 0.25             |
| <b>Total Public Works / Engineering / and Parks<br/>Department Staffing</b>     | <b>14.61</b>     | <b>14.78</b>     | <b>15.03</b>     |

## RECREATION

### **Program Costs and Revenues**

Programs for the fiscal year 2016-2017 budget are funded in part by the following revenues:

Group picnic area rentals and indoor facility rental fees, class fees, program fees, grants, and sponsorships. While the Recreation Division has seen an increase in revenue generated through class fees, programming fees and 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 Attendant.

*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 and various other assignments.

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

*Senior Recreation Leader-* This part-time Senior Recreation Leader is responsible for reception duties, contract classes, group picnic area rentals and indoor 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 3.36 FTE.

## **Program Objectives**

The mission of The Recreation Division is to provide the residents of Oakley with quality programming meeting the following FY 2016-2017 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, Hometown Halloween Decorating Contest, Summer Concert, Heart of Oakley, Hometown Holiday Decorating Contest, and Main Street Car Show. The increased budget reflects, the continuation of special events added in the previous 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 including After School Programming, Summer Blaze Day Camp, Junior Recreation Leader Program and Youth Committed to Ongoing Revitalization Efforts Program.
- **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 2016-2017 budget.

## **Program Changes**

The Recreation Division proposed budget incorporates changes made from last year's budget. The addition of the new Special Events including Rock the Chalk, Hometown Holiday and Halloween Decorating Contest, Spring Concert, Car Show, Summer Concert and the expanded Heart of Oakley and Cityhood Celebrations. There are also minor increases to account for minimum wage increase, and increased costs of supplies and increased distribution of the Recreation Guide to three times annually, as well as a proposed increase for online registration/ reservation software.

| <b>RECREATION</b>   |                             |                             |                                |                                  |
|---------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
| <b>USE OF FUNDS</b> | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2015-2016<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Personnel Services  | \$277,320                   | \$296,138                   | \$313,271                      | \$328,921                        |
| Services            | \$50,989                    | \$73,070                    | \$93,166                       | \$110,813                        |
| Supplies            | \$116,307                   | \$135,315                   | \$184,700                      | \$190,700                        |
| Capital Outlay      |                             |                             |                                | \$30,000                         |
| <b>Total</b>        | <b>\$444,616</b>            | <b>\$504,523</b>            | <b>\$591,137</b>               | <b>\$660,434</b>                 |

| <b>RECREATION DEPARTMENT STAFFING</b>       |                  |                  |                  |
|---|------------------|------------------|------------------|
|   | <b>2014-2015</b> | <b>2015-2016</b> | <b>2017-2018</b> |
| Recreation Manager                          | 1.00             | 1.00             | 1.00             |
| Recreation and Event Coordinator            | 1.00             | 1.00             | 1.00             |
| Senior Recreation Leader                    | .48              | 0.48             | 0.96             |
| Recreation Leaders (Seasonal)               | 1.65             | 1.65             | 1.65             |
| Recreation Aides (Seasonal)                 | 1.65             | 1.65             | 1.65             |
| Facility Attendant                          | -                | .38              | 0.38             |
| <b>Total Recreation Department Staffing</b> | <b>5.78</b>      | <b>6.16</b>      | <b>6.64</b>      |

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## TRANSFERS

Staff proposes four transfers from the General Fund in fiscal year 2017-2018.

- \$500,000      To the Traffic Impact Fee Fund for roadway maintenance.\*
- \$350,000      To the Main Street Fund for capital projects and administration.\*
- \$200,000      To the Reserve for Roadway Maintenance \*\*
- \$500,000      To Measure J Fund for Laurel Avenue Widening Project
- \$110,000      To the General Capital Projects Fund for safety improvements to City Hall Lobbies and Senior Center Projects.

| 2013-2014 | 2014-2015   | 2015-2016   | 2016-2017   | 2017-2018   |
|-----------|-------------|-------------|-------------|-------------|
| Actual    | Actual      | Actual      | Projected   | Recommended |
| \$341,212 | \$1,707,500 | \$1,530,000 | \$5,300,000 | \$1,660,000 |

\*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 Reserve for Roadway Maintenance 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 Reserve for Roadway Maintenance 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 2016-2017 for direct Capital Outlay by the General Fund.

|                           | 2013-2014<br>Actual* | 2014-2015<br>Actual* | 2015-2016<br>Projected** | 2016-2017<br>Recommended |
|---------------------------|----------------------|----------------------|--------------------------|--------------------------|
| <b>Capital<br/>Outlay</b> | \$0                  | \$1,450,500          | \$1,420,000              | \$0                      |

\*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.

\*\* Acquired 3570 Main Street, opened escrow on 310 4<sup>th</sup> Street & 305 5<sup>th</sup> Street

## 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.

| <b>FUND 110- COMMUNITY FACILITIES DISTRICT #1 (CYPRESS GROVE)</b> |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments   | \$294,261                   | \$299,748                   | \$306,142                      | \$312,500                        |
| Interest  | \$3,054                     | \$5,398                     | \$1,000                        | \$1,000                          |
| <b>Total Revenues</b>   | <b>\$297,315</b>            | <b>\$305,146</b>            | <b>\$307,142</b>               | <b>\$313,500</b>                 |
| Services  | \$93,758                    | \$84,713                    | \$11,500                       | \$15,000                         |
| Capital Outlay  | \$35,299                    | \$253,527                   |                                |                                  |
| Supplies  | \$65,054                    | \$108,846                   | \$172,150                      | \$204,150                        |
| <b>Total Expenditures</b>   | <b>\$344,1178</b>           | <b>\$447,086</b>            | <b>\$183,650</b>               | <b>\$219,150</b>                 |
| Unassigned Balances   |                             |                             | \$1,102,592                    |                                  |
| <b>Total Budgeted</b>   | <b>\$344,112</b>            | <b>\$344,112</b>            | <b>\$1,286,242</b>             | <b>\$1,292,742</b>               |



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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 2016. A separate fund is utilized to account for these activities.

| FUND 123- YOUTH DEVELOPMENT GRANTS |                     |                     |                        |                          |
|------------------------------------|---------------------|---------------------|------------------------|--------------------------|
|                                    | 2014-2015<br>Actual | 2015-2016<br>Actual | 2016-2017<br>Projected | 2017-2018<br>Recommended |
| Grant Proceeds                     | \$19,480            | \$18,578            | \$15,000               | \$15,000                 |
| Interest                           | \$146               | \$192               |                        |                          |
| <b>Total Revenues</b>              | <b>\$19,626</b>     | <b>\$18,770</b>     | <b>\$15,000</b>        | <b>\$15,000</b>          |
| Services                           | \$786               | \$18,077            | \$9,000                | \$9,000                  |
| Capital Outlay                     |                     |                     |                        |                          |
| Supplies                           | \$1,603             | \$693               | \$6,000                | \$6,000                  |
| <b>Total Expenditures</b>          | <b>\$2,389</b>      | <b>\$18,770</b>     | <b>\$15,000</b>        | <b>\$15,000</b>          |



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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 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.

| <b>FUND 125- YOU, ME, WE = OAKLEY!</b> |                             |                             |                                |                                  |
|--|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|  | <b>2014-2015<br/>Actual</b> | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Grant Proceeds                         | \$69,293                    | \$54,392                    | \$60,433                       | \$                               |
| Interest                               | \$149                       | \$151                       |                                |                                  |
| <b>Total Revenues</b>                  | <b>\$69,442</b>             | <b>\$54,543</b>             | <b>\$60,433</b>                |                                  |
| Personnel Services                     | \$45,913                    | \$51,597                    | \$34,333                       |                                  |
| Services                               | \$13,823                    | \$2,839                     | \$27,950                       |                                  |
| Supplies                               | \$70                        | \$357                       | \$6,400                        |                                  |
| Capital Outlay                         | \$9,636                     |                             |                                |                                  |
| <b>Total Expenditures</b>              | <b>\$69,442</b>             | <b>\$54,793</b>             | <b>\$60,433</b>                |                                  |

| <b>FUND 125- YOU, ME, WE = OAKLEY! STAFFING</b> |  |
|---|--|
| You Me We Project Coordinator                   |  |
| <b>Total STAFFING</b>                           |  |



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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.

| <b>FUND 136- AGRICULTURAL PRESERVATION</b> |                             |                             |                                |                                  |
|--|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|  | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Developer Fees                             |                             |                             |                                |                                  |
| Interest                                   | \$16                        | \$49                        |                                |                                  |
| Operating Transfers In                     | \$17,500                    |                             |                                |                                  |
| <b>Total Revenues</b>                      | <b>\$17,516</b>             | <b>\$49</b>                 | <b>\$0</b>                     | <b>\$0</b>                       |
| Services                                   |                             | \$7,500                     | \$10,000                       |                                  |
| Capital Outlay                             |                             |                             |                                |                                  |
| Supplies                                   |                             |                             |                                |                                  |
| <b>Total Expenditures</b>                  | <b>\$0</b>                  | <b>\$7,500</b>              | <b>\$0</b>                     | <b>\$0</b>                       |
| <b>Unassigned Balances</b>                 |                             |                             | <b>\$1,178</b>                 | <b>\$1,178</b>                   |
| <b>Total Budgeted</b>                      | <b>\$0</b>                  | <b>\$7,500</b>              | <b>\$11,178</b>                | <b>\$1,178</b>                   |



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## DOWNTOWN REVITALIZATION FUND

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. Uses for loans will be made as approved by the City Council, pursuant to the program parameters.

In Fiscal Year 2015/16, the City received the transfer from the Oakley Redevelopment Successor Agency, the properties designated for “government use” and for “future development”. In order to track the rents and services related to these properties they are included in this fund and the name of the fund was changed from Economic Development Revolving Loan Program to Downtown Revitalization Fund to more accurately describe the activities tracked in this fund.

| <b>FUND 138- DOWNTOWN REVITALIZATION FUND</b> |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Rents & Concessions                           |                             | \$9,132                     | \$156,000                      | \$156,000                        |
| Interest                                      | \$197                       | \$648                       |                                |                                  |
| Operating Transfers In                        | \$275,000                   |                             |                                | \$250,000                        |
| <b>Total Revenues</b>                         | <b>\$275,197</b>            | <b>\$9,780</b>              | <b>\$156,000</b>               | <b>\$406,000</b>                 |
| Services                                      | \$2,877                     | \$5,826                     | \$121,000                      | \$117,250                        |
| Capital Outlay                                |                             | \$116,629                   | \$20,000                       | \$350,000                        |
| Supplies                                      |                             |                             |                                |                                  |
| <b>Total Expenditures</b>                     | <b>\$2,877</b>              | <b>\$122,455</b>            | <b>\$141,000</b>               | <b>\$467,250</b>                 |
| <b>Unassigned Balances</b>                    | <b>\$272,320</b>            |                             | <b>\$156,082</b>               | <b>\$15,000</b>                  |
| <b>Total Budgeted</b>                         | <b>\$272,320</b>            | <b>\$122,455</b>            | <b>\$297,082</b>               | <b>\$482,250</b>                 |



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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 |                     |                     |                        |                          |
|------------------------------------|---------------------|---------------------|------------------------|--------------------------|
|                                    | 2014-2015<br>Actual | 2015-2016<br>Actual | 2016-2017<br>Projected | 2017-2018<br>Recommended |
| Rental Revenues                    | \$26,457            | \$49,751            | \$50,000               | \$50,000                 |
| <b>Total Revenues</b>              | <b>\$26,457</b>     | <b>\$49,751</b>     | <b>\$50,000</b>        | <b>\$50,000</b>          |
| Services                           | \$1,893             | \$27,168            | \$38,000               | \$37,000                 |
| Supplies                           |                     |                     |                        |                          |
| Capital Outlay                     |                     |                     |                        |                          |
| <b>Total Expenditures</b>          | <b>\$1,893</b>      | <b>\$27,168</b>     | <b>\$28,000</b>        | <b>\$37,000</b>          |
| <b>Unassigned Balances</b>         |                     |                     | <b>\$12,000</b>        | <b>\$13,000</b>          |
| <b>Total Budgeted</b>              | <b>\$1,893</b>      | <b>\$27,168</b>     | <b>\$50,000</b>        | <b>\$50,000</b>          |

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## COMMUNITY FACILITIES DISTRICT #2015-1 (EMERSON RANCH)

The City of Oakley formed Community Facilities District No. 2015-1 (Emerson Ranch Maintenance) (“CFD”) on January 13, 2015. The City of Oakley has a separate fund to account for the CFD revenues and expenditures. Each year the City levies a special tax on parcels within the CFD to augment their financial impact to the City’s services budget for regional, community and neighborhood parks, street lighting, neighborhood landscaping and stormwater services.

| <b>FUND 401- COMMUNITY FACILITIES DISTRICT #2015-1 (EMERSON RANCH)</b> |                             |                             |                                |                                  |
|--|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|  | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments  | \$0                         | \$169,722                   | \$412,831                      | \$412,831                        |
| Interest   | \$0                         | \$0                         | \$2,000                        | \$2,000                          |
| <b>Total Revenues</b>  | <b>\$0</b>                  | <b>\$169,722</b>            | <b>\$414,831</b>               | <b>\$414,831</b>                 |
| Services   | \$0                         | \$12,860                    | \$307,295                      | \$323,100                        |
| Capital Outlay   |                             |                             |                                |                                  |
| Supplies   | \$0                         | \$0                         |                                |                                  |
| <b>Total Expenditures</b>  | <b>\$0</b>                  | <b>\$12,860</b>             | <b>\$307,295</b>               | <b>\$323,100</b>                 |
| <b>Unassigned Balances</b>   |                             |                             | <b>\$264,398</b>               | <b>\$251,592</b>                 |
| <b>Total Budgeted</b>  | <b>\$0</b>                  | <b>\$12,860</b>             | <b>\$571,693</b>               | <b>\$574,692</b>                 |



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## COMMUNITY FACILITIES DISTRICT #2015-2A

The City of Oakley formed Community Facilities District No. 2015-2 (Parks, Street Light, Landscape and Stormwater Services) (“CFD”) on January 12, 2016. The City of Oakley has a separate fund to account for the CFD revenues and expenditures. Each year the City levies a special tax on parcels within the CFD to augment their financial impact to the City’s services budget for regional, community and neighborhood parks, street lighting, neighborhood landscaping and stormwater services.

| <b>FUND 402- COMMUNITY FACILITIES DISTRICT #2015-2A (NEIGHBORHOOD PARKS AND LANDSCAPE)</b> |                             |                             |                                |                                  |
|--|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|  | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments  | \$0                         | \$0                         | \$12,500                       | \$12,500                         |
| Interest   | \$0                         | \$0                         | \$0                            | \$0                              |
| <b>Total Revenues</b>  | <b>\$0</b>                  | <b>\$0</b>                  | <b>\$12,500</b>                | <b>\$12,500</b>                  |
| Services   | \$0                         | \$0                         | \$12,500                       | \$12,500                         |
| Supplies   | \$0                         | \$0                         |                                |                                  |
| <b>Total Expenditures</b>  | <b>\$0</b>                  | <b>\$0</b>                  | <b>\$12,500</b>                | <b>\$12,500</b>                  |
| <b>Unassigned Balances</b>   |                             |                             |                                |                                  |
| <b>Total Budgeted</b>  | <b>\$0</b>                  | <b>\$0</b>                  | <b>\$12,500</b>                | <b>\$12,500</b>                  |

| <b>FUND 403- COMMUNITY FACILITIES DISTRICT #2015-2A (STORMWATER)</b> |                             |                             |                                |                                  |
|--|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|  | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments  | \$0                         | \$0                         | \$15,000                       | \$15,000                         |
| Interest   | \$0                         | \$0                         | \$0                            | \$0                              |
| <b>Total Revenues</b>  | <b>\$0</b>                  | <b>\$0</b>                  | <b>\$15,000</b>                | <b>\$15,000</b>                  |
| Services   | \$0                         | \$0                         | \$0                            | \$0                              |
| Supplies   | \$0                         | \$0                         |                                |                                  |
| <b>Total Expenditures</b>  | <b>\$0</b>                  | <b>\$0</b>                  | <b>\$0</b>                     | <b>\$0</b>                       |
| <b>Unassigned Balances</b>   |                             |                             |                                | <b>\$</b>                        |
| <b>Total Budgeted</b>  | <b>\$0</b>                  | <b>\$0</b>                  | <b>\$0</b>                     | <b>\$0</b>                       |

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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.

| <b>FUND 132 – ZONE 1 (COMMUNITY PARKS)</b> |                             |                             |                                |                                  |
|--|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|  | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                                | \$1,100,298                 | \$1,139,530                 | \$1,165,170                    | \$1,195,434                      |
| Interest                                   | \$2,716                     | \$4,585                     |                                |                                  |
| Other                                      | \$7,024                     |                             |                                |                                  |
| <b>Total Revenues</b>                      | <b>\$1,110,038</b>          | <b>\$1,144,115</b>          | <b>\$1,165,170</b>             | <b>\$1,195,434</b>               |
| Services                                   | \$765,235                   | \$744,183                   | \$1,066,295                    | \$1,190,695                      |
| Capital Outlay                             |                             |                             |                                |                                  |
| Operating Transfers Out                    | \$113,113                   | \$113,000                   | \$103,000                      | \$123,000                        |
| Transfer to Capital Reserve                |                             |                             |                                |                                  |
| Interest                                   |                             |                             |                                |                                  |
| <b>Total Expenditures</b>                  | <b>\$878,348</b>            | <b>\$857,183</b>            | <b>\$1,169,295</b>             | <b>\$1,313,695</b>               |
| Unassigned Balances                        |                             |                             |                                |                                  |
| Unassigned Asset Replacement Balance       |                             | \$44,418                    | \$100,000                      | \$100,000                        |
| <b>Total Budget</b>                        | <b>\$878,348</b>            | <b>\$901,601</b>            | <b>\$1,269,295</b>             | <b>\$1,1413,695</b>              |

\*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.

| <b>FUND 133 – ZONE 2 (STREET LIGHTING)</b> |                             |                             |                                |                                  |
|--|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|  | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                                | \$212,741                   | \$220,511                   | \$222,991                      | \$226,093                        |
| Interest                                   | \$296                       | \$135                       |                                |                                  |
| Transfer in                                | \$70,946                    | \$159,731                   | \$102,148                      | \$193,694                        |
| <b>Total Revenues</b>                      | <b>\$283,983</b>            | <b>\$380,377</b>            | <b>\$325,139</b>               | <b>\$419,787</b>                 |
| Services                                   | \$378,339                   | \$380,312                   | \$348,500                      | \$446,500                        |
| Transfer to Capital Reserve                |                             |                             |                                |                                  |
| <b>Total Expenditures</b>                  | <b>\$378,339</b>            | <b>\$380,312</b>            | <b>\$348,500</b>               | <b>\$446,500</b>                 |
| Unassigned Balances                        |                             |                             |                                |                                  |
| Unassigned Asset Replacement Balance       |                             |                             | \$14,820                       | \$13,695                         |
| <b>Total Budgeted</b>                      | <b>\$378,339</b>            | <b>\$380,312</b>            | <b>\$363,320</b>               | <b>\$460,195</b>                 |

| <b>FUND 170 – VINTAGE PARKWAY</b>    |                             |                             |                                |                                  |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|                                      | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                          | \$73,714                    | \$73,714                    | \$73,722                       | \$73,714                         |
| Donations                            |                             |                             |                                |                                  |
| Interest                             | \$210                       | \$343                       |                                |                                  |
| <b>Total Revenues</b>                | <b>\$73,924</b>             | <b>\$74,057</b>             | <b>\$73,722</b>                | <b>\$73,714</b>                  |
| Services                             | \$58,360                    | \$55,275                    | \$77,772                       | \$72,664                         |
| <b>Total Expenditures</b>            | <b>\$58,360</b>             | <b>\$55,275</b>             | <b>\$73,772</b>                | <b>\$72,664</b>                  |
| Unassigned Balances                  |                             |                             |                                |                                  |
| Unassigned Asset Replacement Balance |                             | \$4,499                     | \$18,214                       | \$21,543                         |
| <b>Total Budgeted</b>                | <b>\$58,360</b>             | <b>\$59,774</b>             | <b>\$91,986</b>                | <b>\$94,207</b>                  |

| <b>FUND 171 –OAKLEY RANCH</b>           |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                             | \$26,446                    | \$26,446                    | \$26,446                       | \$26,446                         |
| Interest                                | \$114                       | \$133                       |                                |                                  |
| <b>Total Revenues</b>                   | <b>\$26,560</b>             | <b>\$26,579</b>             | <b>\$26,446</b>                | <b>\$26,446</b>                  |
| Services                                | \$30,462                    | \$29,693                    | \$26,446                       | \$28,146                         |
| Supplies                                |                             |                             |                                |                                  |
| <b>Total Expenditures</b>               | <b>\$30,462</b>             | <b>\$29,693</b>             | <b>\$26,446</b>                | <b>\$28,146</b>                  |
| Unassigned Balances                     |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance |                             | \$10,761                    | \$9,065                        | \$5,453                          |
| <b>Total Budgeted</b>                   | <b>\$30,462</b>             | <b>\$40,454</b>             | <b>\$35,511</b>                | <b>\$33,599</b>                  |

| <b>FUND 172 – EMPIRE</b>                |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                             | \$4,534                     | \$4,534                     | \$4,534                        | \$4,534                          |
| Interest                                | \$170                       | \$244                       |                                |                                  |
| <b>Total Revenues</b>                   | <b>\$4,704</b>              | <b>\$4,778</b>              | <b>\$4,534</b>                 | <b>\$4,534</b>                   |
| Services                                | \$2,627                     | \$10,732                    | \$4,534                        | \$4,934                          |
| <b>Total Expenditures</b>               | <b>\$2,627</b>              | <b>\$10,732</b>             | <b>\$4,534</b>                 | <b>\$4,534</b>                   |
| Unassigned Balances                     |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance |                             |                             | \$14,524                       | \$18,752                         |
| <b>Total Budgeted</b>                   | <b>\$2,627</b>              | <b>\$10,732</b>             | <b>\$19,058</b>                | <b>\$23,286</b>                  |

| <b>FUND 173 – OAKLEY TOWN CENTER</b>    |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                             | \$10,935                    | \$10,935                    | \$10,941                       | \$10,941                         |
| Interest                                | \$147                       | \$174                       |                                |                                  |
| <b>Total Revenues</b>                   | <b>\$11,082</b>             | <b>\$11,109</b>             | <b>\$10,941</b>                | <b>\$10,935</b>                  |
| Services                                | \$11,374                    | \$21,246                    | \$9,981                        | \$10,312                         |
| <b>Total Expenditures</b>               | <b>\$11,374</b>             | <b>\$21,246</b>             | <b>\$9,981</b>                 | <b>\$10,312</b>                  |
| Unassigned Balances                     |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance |                             | \$4,776                     | \$7,831                        | \$13,357                         |
| <b>Total Budgeted</b>                   | <b>\$11,374</b>             | <b>\$26,022</b>             | <b>\$17,812</b>                | <b>\$23,669</b>                  |

| <b>FUND 174 – OAK GROVE</b>             |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                             | \$28,405                    | \$28,405                    | \$28,405                       | \$28,405                         |
| Interest                                | \$115                       | \$177                       |                                |                                  |
| <b>Total Revenues</b>                   | <b>\$28,520</b>             | <b>\$28,582</b>             | <b>\$28,405</b>                | <b>\$28,405</b>                  |
| Services                                | \$26,651                    | \$22,448                    | \$35,808                       | \$28,405                         |
| <b>Total Expenditures</b>               | <b>\$26,651</b>             | <b>\$22,448</b>             | <b>\$35,808</b>                | <b>\$28,405</b>                  |
| Unassigned Balances                     |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance |                             |                             | \$6,756                        | \$7,721                          |
| <b>Total Budgeted</b>                   | <b>\$26,651</b>             | <b>\$22,448</b>             | <b>\$42,564</b>                | <b>\$36,126</b>                  |

| <b>FUND 175 – LAUREL WOODS/LUNA ESTATES</b> |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                                 | \$7,668                     | \$7,668                     | \$7,668                        | \$7,668                          |
| Interest                                    | \$154                       | \$231                       |                                |                                  |
| <b>Total Revenues</b>                       | <b>\$7,822</b>              | <b>\$7,899</b>              | <b>\$7,668</b>                 | <b>\$7,668</b>                   |
| Services                                    | \$3,048                     | \$4,538                     | \$7,668                        | \$7,668                          |
| <b>Total Expenditures</b>                   | <b>\$3,048</b>              | <b>\$4,538</b>              | <b>\$7,668</b>                 | <b>\$7,668</b>                   |
| Unassigned Balances                         |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance     |                             | \$3,167                     | \$17,951                       | \$18,022                         |
| <b>Total Budgeted</b>                       | <b>\$3,048</b>              | <b>\$7,705</b>              | <b>\$25,619</b>                | <b>\$25,690</b>                  |

| <b>FUND 176 – SOUTH FORTY</b>           |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                             | \$9,712                     | \$9,712                     | \$9,713                        | \$9,713                          |
| Interest                                | \$54                        | \$90                        |                                |                                  |
| <b>Total Revenues</b>                   | <b>\$9,766</b>              | <b>\$9,803</b>              | <b>\$9,713</b>                 | <b>\$9,713</b>                   |
| Services                                | \$5,124                     | \$5,872                     | \$9,713                        | \$9,713                          |
| <b>Total Expenditures</b>               | <b>\$5,124</b>              | <b>\$5,872</b>              | <b>\$9,713</b>                 | <b>\$9,713</b>                   |
| Unassigned Balances                     |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance |                             |                             | \$8,476                        | \$6,787                          |
| <b>Total Budgeted</b>                   | <b>\$5,124</b>              | <b>\$5,872</b>              | <b>\$18,189</b>                | <b>\$16,500</b>                  |



| <b>FUND 177 – CLAREMONT</b>             |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                             | \$7,628                     | \$7,628                     | \$7,628                        | \$7,628                          |
| Interest                                | \$31                        | \$40                        |                                |                                  |
| <b>Total Revenues</b>                   | <b>\$7,659</b>              | <b>\$7,674</b>              | <b>\$7,628</b>                 | <b>\$7,628</b>                   |
| Services                                | \$10,452                    | \$10,054                    | \$7,628                        | \$9,781                          |
| <b>Total Expenditures</b>               | <b>\$10,452</b>             | <b>\$10,054</b>             | <b>\$7,628</b>                 | <b>\$9,781</b>                   |
| Unassigned Balances                     |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance |                             |                             | \$3,793                        | \$1,013                          |
| <b>Total Budgeted</b>                   | <b>\$10,452</b>             | <b>\$10,054</b>             | <b>\$11,421</b>                | <b>\$10,794</b>                  |

| <b>FUND 178 – GATEWAY</b>               |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                             | \$18,360                    | \$18,360                    | \$18,360                       | \$18,360                         |
| Interest                                | \$410                       | \$597                       |                                |                                  |
| <b>Total Revenues</b>                   | <b>\$18,770</b>             | <b>\$18,957</b>             | <b>\$18,360</b>                | <b>\$18,360</b>                  |
| Capital Outlay                          |                             |                             |                                |                                  |
| Services                                | \$12,671                    | \$16,309                    | \$18,360                       | \$53,360                         |
| <b>Total Expenditures</b>               | <b>\$12,671</b>             | <b>\$16,309</b>             | <b>\$18,360</b>                | <b>\$53,360</b>                  |
| Unassigned Balances                     |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance |                             |                             | \$48,634                       | \$26,774                         |
| <b>Total Budgeted</b>                   | <b>\$12,671</b>             | <b>\$16,309</b>             | <b>\$66,994</b>                | <b>\$80,134</b>                  |

| <b>FUND 179 – COUNTRYSIDE (VILLAGE GREEN)</b> |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                                   | \$2,562                     | \$2,562                     | \$2,563                        | \$2,563                          |
| Interest                                      | \$43                        | \$64                        |                                |                                  |
| <b>Total Revenues</b>                         | <b>\$2605</b>               | <b>\$2,626</b>              | <b>\$2,563</b>                 | <b>\$2,563</b>                   |
| Services                                      | \$2,912                     | \$1,245                     | \$2,563                        | \$3,014                          |
| <b>Total Expenditures</b>                     | <b>\$2,912</b>              | <b>\$1,245</b>              | <b>\$2,563</b>                 | <b>\$3,014</b>                   |
| Unassigned Balances                           |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance       |                             |                             | \$5,349                        | \$4,976                          |
| <b>Total Budgeted</b>                         | <b>\$2,912</b>              | <b>\$2,912</b>              | <b>\$7,912</b>                 | <b>\$7,990</b>                   |

| <b>FUND 180 – COUNTRY FAIR (MEADOW GLEN)</b> |                             |                             |                                |                                  |
|--|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|  | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                                  | \$5,423                     | \$5,423                     | \$5,423                        | \$5,423                          |
| Interest                                     | \$1                         |                             |                                |                                  |
| <b>Total Revenues</b>                        | <b>\$5,424</b>              | <b>\$5,423</b>              | <b>\$5,423</b>                 | <b>\$5,423</b>                   |
| Interest                                     |                             |                             |                                |                                  |
| Services                                     | \$5,346                     | \$4,094                     | \$5,423                        | \$5,844                          |
| <b>Total Expenditures</b>                    | <b>\$5,346</b>              | <b>\$4,094</b>              | <b>\$5,423</b>                 | <b>\$5,844</b>                   |
| Unassigned Asset<br>Replacement Balance      |                             |                             |                                |                                  |
| <b>Total Budgeted</b>                        | <b>\$5,346</b>              | <b>\$5,346</b>              | <b>\$5,423</b>                 | <b>\$5,844</b>                   |

| <b>FUND 181 – CALIFORNIA SUNRISE</b>    |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                             | \$3,502                     | \$3,502                     | \$3,502                        | \$3,502                          |
| Interest                                | \$124                       | \$187                       |                                |                                  |
| <b>Total Revenues</b>                   | <b>\$3,626</b>              | <b>\$3,689</b>              | <b>\$3,502</b>                 | <b>\$3,502</b>                   |
| Services                                | \$638                       | \$5,495                     | \$3,168                        | \$3,502                          |
| <b>Total Expenditures</b>               | <b>\$638</b>                | <b>\$5,495</b>              | <b>\$3,168</b>                 | <b>\$3,502</b>                   |
| Unassigned Balances                     |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance |                             |                             | \$15,368                       | \$14,452                         |
| <b>Total Budgeted</b>                   | <b>\$638</b>                | <b>\$5,495</b>              | <b>\$18,536</b>                | <b>\$17,954</b>                  |

| <b>FUND 182 – CALIFORNIA VISIONS (LAUREL)</b> |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                                   | \$12,000                    | \$12,000                    | \$12,000                       | \$12,000                         |
| Interest                                      | \$285                       | \$414                       |                                |                                  |
| <b>Total Revenues</b>                         | <b>\$12,285</b>             | <b>\$12,414</b>             | <b>\$12,000</b>                | <b>\$12,000</b>                  |
| Services                                      | \$10,632                    | \$8,090                     | \$12,000                       | \$12,000                         |
| Transfer to Capital<br>Reserve                |                             |                             |                                |                                  |
| <b>Total Expenditures</b>                     | <b>\$10,632</b>             | <b>\$8,090</b>              | <b>\$12,000</b>                | <b>\$12,000</b>                  |
| Unassigned Balances                           |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance       |                             |                             | \$34,963                       | \$33,579                         |
| <b>Total Budgeted</b>                         | <b>\$10,632</b>             | <b>\$8,090</b>              | <b>\$46,963</b>                | <b>\$45,579</b>                  |

| <b>FUND 183 – CLAREMONT HERITAGE</b> |                             |                             |                                |                                  |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|                                      | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                          | \$18,240                    | \$18,240                    | \$18,240                       | \$18,240                         |
| Interest                             | \$358                       | \$542                       |                                |                                  |
| <b>Total Revenues</b>                | <b>\$18,598</b>             | <b>\$18,782</b>             | <b>\$18,240</b>                | <b>\$18,240</b>                  |
| Services                             | \$10,764                    | \$7,111                     | \$24,278                       | \$18,240                         |
| Transfer to Capital Reserve          |                             |                             |                                |                                  |
| <b>Total Expenditures</b>            | <b>\$10,764</b>             | <b>\$7,111</b>              | <b>\$24,278</b>                | <b>\$18,240</b>                  |
| Unassigned Balances                  |                             |                             |                                |                                  |
| Unassigned Asset Replacement Balance |                             |                             | \$43,609                       | \$41,808                         |
| <b>Total Budgeted</b>                | <b>\$10,764</b>             | <b>\$7,111</b>              | <b>\$67,887</b>                | <b>\$60,048</b>                  |

| <b>FUND 184 – COUNTRY FAIR (MEADOW GLEN II)</b> |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                                     | \$122,544                   | \$122,544                   | \$122,544                      | \$122,544                        |
| Interest  | \$286                       | \$388                       |                                |                                  |
| Grants  |                             | \$55,332                    | \$58,000                       |                                  |
| <b>Total Revenues</b>                           | <b>\$122,830</b>            | <b>\$178,264</b>            | <b>\$180,544</b>               | <b>\$122,544</b>                 |
| Services  | \$99,002                    | \$198,375                   | \$122,544                      | \$122,544                        |
| Capital Outlay                                  | \$805                       |                             |                                |                                  |
| <b>Total Expenditures</b>                       | <b>\$99,807</b>             | <b>\$198,375</b>            | <b>\$122,544</b>               | <b>\$122,544</b>                 |
| Unassigned Balances                             |                             |                             |                                |                                  |
| Unassigned Asset Replacement Balance            |                             |                             | \$17,080                       | \$13,869                         |
| <b>Total Budgeted</b>                           | <b>\$99,807</b>             | <b>\$198,375</b>            | <b>\$139,624</b>               | <b>\$136,413</b>                 |

| <b>FUND 185 – SUNDANCE</b>              |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                             | \$8,910                     | \$8,910                     | \$8,910                        | \$8,910                          |
| Interest                                | \$29                        | \$44                        |                                |                                  |
| <b>Total Revenues</b>                   | <b>\$8,939</b>              | <b>\$8,954</b>              | <b>\$8,910</b>                 | <b>\$8,910</b>                   |
| Services                                | \$8,643                     | \$9,496                     | \$10,581                       | \$8,910                          |
| <b>Total Expenditures</b>               | <b>\$8,643</b>              | <b>\$9,496</b>              | <b>\$10,581</b>                | <b>\$8,910</b>                   |
| Unassigned Balances                     |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance |                             |                             | \$1,428                        | \$1,205                          |
| <b>Total Budgeted</b>                   | <b>\$8,643</b>              | <b>\$9,496</b>              | <b>\$12,009</b>                | <b>\$10,1</b>                    |

| <b>FUND 186 – CALIFORNIA JAMBOREE</b>   |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                             | \$87,548                    | \$87,548                    | \$87,547                       | \$87,547                         |
| Interest                                | \$903                       | \$1,300                     |                                |                                  |
| Other                                   | \$2,044                     |                             |                                |                                  |
| Transfers In                            | \$30,000                    | \$31,443                    | \$30,000                       | \$30,000                         |
| <b>Total Revenues</b>                   | <b>\$120,495</b>            | <b>\$120,291</b>            | <b>\$117,547</b>               | <b>\$117,547</b>                 |
| Services                                | \$131,535                   | \$110,598                   | \$125,931                      | \$117,548                        |
| Capital Outlay                          | \$575                       |                             |                                |                                  |
| Transfer to Capital<br>Reserve          |                             |                             |                                |                                  |
| <b>Total Expenditures</b>               | <b>\$132,110</b>            | <b>\$110,598</b>            | <b>\$125,931</b>               | <b>\$117,548</b>                 |
| Unassigned Balances                     |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance |                             |                             | \$75,668                       | \$84,447                         |
| <b>Total Budgeted</b>                   | <b>\$132,110</b>            | <b>\$110,598</b>            | <b>\$201,599</b>               | <b>\$201,995</b>                 |

| <b>FUND 187 – COUNTRY PLACE</b> |                             |                             |                                |                                  |
|---------------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|                                 | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                     | \$23,400                    | \$23,400                    | \$23,400                       | \$23,400                         |
| Interest                        | (\$12)                      | (\$18)                      |                                |                                  |
| Transfers In                    | \$8,000                     | \$8,250                     | \$8,000                        | \$8,000                          |
| <b>Total Revenues</b>           | <b>\$31,388</b>             | <b>\$31,632</b>             | <b>\$31,400</b>                | <b>\$31,400</b>                  |
| Services                        | \$39,105                    | \$36,036                    | \$39,730                       | \$39,961                         |
| <b>Total Expenditures</b>       | <b>\$39,105</b>             | <b>\$36,036</b>             | <b>\$39,730</b>                | <b>\$39,961</b>                  |
| Unassigned Balances             |                             |                             |                                |                                  |
| <b>Total Budgeted</b>           | <b>\$39,105</b>             | <b>\$36,036</b>             | <b>\$39,730</b>                | <b>\$39,961</b>                  |

| <b>FUND 188 – LAUREL CREST</b>          |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                             | \$87,000                    | \$87,000                    | \$87,000                       | \$87,000                         |
| Interest                                | \$316                       | \$501                       |                                |                                  |
| Transfers In                            | \$10,000                    | \$10,456                    | \$10,000                       | \$30,000                         |
| <b>Total Revenues</b>                   | <b>\$97,316</b>             | <b>\$97,957</b>             | <b>\$97,000</b>                | <b>\$117,000</b>                 |
| Services                                | \$89,278                    | \$89,175                    | \$97,000                       | \$117,000                        |
| Capital Outlay                          |                             |                             |                                |                                  |
| <b>Total Expenditures</b>               | <b>\$89,278</b>             | <b>\$89,175</b>             | <b>\$97,000</b>                | <b>\$117,000</b>                 |
| Unassigned Balances                     |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance |                             | \$1,735                     | \$29,073                       | \$21,353                         |
| <b>Total Budgeted</b>                   | <b>\$89,278</b>             | <b>\$90,910</b>             | <b>\$126,073</b>               | <b>\$138,353</b>                 |

| <b>FUND 189 – MARSH CREEK GLEN</b>   |                             |                             |                                |                                  |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|                                      | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                          | \$74,390                    | \$86,527                    | \$89,340                       | \$92,202                         |
| Interest                             | \$1,068                     | \$829                       |                                |                                  |
| <b>Total Revenues</b>                | <b>\$85,458</b>             | <b>\$87,356</b>             | <b>\$89,340</b>                | <b>\$92,202</b>                  |
| Services                             | \$61,064                    | \$78,588                    | \$75,950                       | \$92,202                         |
| Capital Outlay                       | \$1,400                     | \$342,571                   |                                |                                  |
| Transfer to Capital Reserve          |                             |                             |                                |                                  |
| <b>Total Expenditures</b>            | <b>\$62,464</b>             | <b>\$421,159</b>            | <b>\$75,950</b>                | <b>\$92,202</b>                  |
| Unassigned Balances                  |                             |                             |                                |                                  |
| Unassigned Asset Replacement Balance |                             |                             | \$31,990                       | \$47,834                         |
| <b>Total Budgeted</b>                | <b>\$62,464</b>             | <b>\$421,159</b>            | <b>\$107,940</b>               | <b>\$140,036</b>                 |

| <b>FUND 190 – QUAIL GLEN</b>         |                             |                             |                                |                                  |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|                                      | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                          | \$26,508                    | \$28,075                    | \$28,923                       | \$29,916                         |
| Interest                             | \$172                       | \$260                       |                                |                                  |
| <b>Total Revenues</b>                | <b>\$26,680</b>             | <b>\$28,335</b>             | <b>\$28,923</b>                | <b>\$29,916</b>                  |
| Services                             | \$16,634                    | \$26,512                    | \$26,730                       | \$29,914                         |
| <b>Total Expenditures</b>            | <b>\$16,634</b>             | <b>\$26,521</b>             | <b>\$26,730</b>                | <b>\$29,914</b>                  |
| Unassigned Balances                  |                             |                             |                                |                                  |
| Unassigned Asset Replacement Balance |                             |                             | \$23,075                       | \$20,335                         |
| <b>Total Budgeted</b>                | <b>\$16,634</b>             | <b>\$26,512</b>             | <b>\$49,805</b>                | <b>\$50,249</b>                  |

| <b>FUND 191 – CYPRESS GROVE</b>      |                             |                             |                                |                                  |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|                                      | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                          | \$241,066                   | \$247,168                   | \$254,632                      | \$263,379                        |
| Interest                             | \$904                       | \$1,702                     |                                |                                  |
| Transfers In                         | \$170,000                   | \$78,951                    | \$10,000                       | \$10,000                         |
| <b>Total Revenues</b>                | <b>\$411,970</b>            | <b>\$327,821</b>            | <b>\$264,632</b>               | <b>\$273,379</b>                 |
| Services                             | \$246,903                   | \$285,684                   | \$257,170                      | \$273,379                        |
| Capital Outlay                       | \$1,583                     |                             |                                |                                  |
| <b>Total Expenditures</b>            | <b>\$248,486</b>            | <b>\$285,684</b>            | <b>\$257,170</b>               | <b>\$273,379</b>                 |
| Unassigned Balances                  |                             |                             |                                |                                  |
| Unassigned Asset Replacement Balance |                             |                             | \$100,000                      | \$100,000                        |
| <b>Total Budgeted</b>                | <b>\$248,486</b>            | <b>\$285,684</b>            | <b>\$357,170</b>               | <b>\$373,379</b>                 |

| <b>FUND 192 – SOUTH OAKLEY</b>       |                             |                             |                                |                                  |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|                                      | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                          | \$331,340                   | \$344,597                   | \$355,004                      | \$367,199                        |
| Interest                             | \$733                       | \$935                       |                                |                                  |
| Other                                | \$1,792                     | \$20,000                    |                                |                                  |
| Transfers In                         | \$10,000                    | \$12,452                    | \$10,000                       | \$10,000                         |
| <b>Total Revenues</b>                | <b>\$343,865</b>            | <b>\$377,984</b>            | <b>\$365,004</b>               | <b>\$377,199</b>                 |
| Services                             | \$308,534                   | \$426,459                   | \$334,700                      | \$378,918                        |
| Capital Outlay                       | \$2,176                     |                             |                                |                                  |
| Transfer to Capital Reserve          |                             |                             |                                |                                  |
| <b>Total Expenditures</b>            | <b>\$310,710</b>            | <b>\$426,459</b>            | <b>\$334,700</b>               | <b>\$378,918</b>                 |
| Unassigned Balances                  |                             |                             |                                |                                  |
| Unassigned Asset Replacement Balance |                             | \$33,759                    | \$22,575                       | 31,223                           |
| <b>Total Budgeted</b>                | <b>\$310,710</b>            | <b>\$460,218</b>            | <b>\$357,275</b>               | <b>\$410,141</b>                 |



| <b>FUND 193 – STONE CREEK</b>           |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                             | \$16,000                    | \$29,250                    | \$29,250                       | \$30,255                         |
| Interest                                | \$300                       | \$479                       |                                |                                  |
| <b>Total Revenues</b>                   | <b>\$16,300</b>             | <b>\$29,729</b>             | <b>\$29,250</b>                | <b>\$30,255</b>                  |
| Services                                | \$3,978                     | \$2,833                     | \$22,403                       | \$30,255                         |
| <b>Total Expenditures</b>               | <b>\$3,978</b>              | <b>\$2,833</b>              | <b>\$22,403</b>                | <b>\$30,255</b>                  |
| Unassigned Balances                     |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance |                             |                             | \$29,434                       | \$46,528                         |
| <b>Total Budgeted</b>                   | <b>\$3,978</b>              | <b>\$2,833</b>              | <b>\$51,837</b>                | <b>\$76,783</b>                  |

| <b>FUND 194 – MAGNOLIA PARK</b>         |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                             | \$552,500                   | \$552,500                   | \$552,500                      | \$571,490                        |
| Interest                                | \$2,546                     | \$4,188                     |                                |                                  |
| Other                                   | \$2,975                     | \$10,000                    |                                |                                  |
| Transfer In                             | \$10,000                    | \$12,864                    | \$10,000                       | \$10,000                         |
| <b>Total Revenues</b>                   | <b>\$568,021</b>            | <b>\$579,552</b>            | <b>\$562,500</b>               | <b>\$581,490</b>                 |
| Services                                | \$349,929                   | \$455,252                   | \$458,325                      | \$589,009                        |
| Capital Outlay                          | \$11,042                    |                             |                                |                                  |
| Transfer to Capital Reserve             |                             |                             |                                |                                  |
| <b>Total Expenditures</b>               | <b>\$360,971</b>            | <b>\$455,252</b>            | <b>\$458,325</b>               | <b>\$589,009</b>                 |
| Unassigned Balances                     |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance |                             | \$13,352                    | \$100,000                      | \$100,000                        |
| <b>Total Budgeted</b>                   | <b>\$360,971</b>            | <b>\$468,604</b>            | <b>\$558,325</b>               | <b>\$689,009</b>                 |

| <b>FUND 195 – SUMMER LAKE</b>           |                             |                             |                                |                                  |
|---|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|   | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                             | \$169,311                   | \$234,415                   | \$273,992                      | \$273,992                        |
| Interest                                | \$1,452                     | \$2,033                     |                                |                                  |
| Other                                   |                             | \$5,000                     |                                |                                  |
| Transfer In                             | \$25,000                    | \$29,578                    | \$25,000                       | \$25,000                         |
| <b>Total Revenues</b>                   | <b>\$195,763</b>            | <b>\$271,026</b>            | <b>\$298,992</b>               | <b>\$298,992</b>                 |
| Services                                | \$189,499                   | \$293,386                   | \$269,200                      | \$347,176                        |
| Capital Outlay                          | \$1,112                     |                             |                                |                                  |
| Transfer to Capital Reserve             |                             |                             |                                |                                  |
| <b>Total Expenditures</b>               | <b>\$190,611</b>            | <b>\$293,386</b>            | <b>\$269,200</b>               | <b>\$347,176</b>                 |
| Unassigned Balances                     |                             |                             |                                |                                  |
| Unassigned Asset<br>Replacement Balance |                             |                             | \$87,735                       | \$100,000                        |
| <b>Total Budgeted</b>                   | <b>\$190,611</b>            | <b>\$293,386</b>            | <b>\$356,935</b>               | <b>\$447,176</b>                 |

## 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                        |                     |                     |                        |                          |
|---|---------------------|---------------------|------------------------|--------------------------|
|   | 2014-2015<br>Actual | 2015-2016<br>Actual | 2016-2017<br>Projected | 2017-2018<br>Recommended |
| Gas Taxes                                 | \$1,080,339         | \$847,496           | \$771,450              | \$847,339                |
| Grant Proceeds                            |                     | \$15,000            |                        |                          |
| Interest                                  | \$1,818             | \$1,840             |                        |                          |
| Other                                     |                     | \$1,479             |                        |                          |
| Road Maintenance & Rehabilitation Account |                     |                     |                        | \$231,282                |
| <b>Total Revenues</b>                     | <b>\$1,082,157</b>  | <b>\$865,815</b>    | <b>\$771,450</b>       | <b>\$1,078,621</b>       |
| Services                                  | \$412,260           | \$358,911           | \$433,738              | \$621,454                |
| Supplies                                  | \$159,374           | \$133,275           | \$150,000              | \$250,000                |
| Capital Outlay                            | \$240,416           | \$894,408           | \$294,081              |                          |
| Transfers Out                             | \$70,946            | \$159,471           | \$102,148              | \$193,694                |
| <b>Total Expenditures</b>                 | <b>\$882,995</b>    | <b>\$1,546,065</b>  | <b>\$979,967</b>       | <b>\$1,065,148</b>       |
| Unassigned Balances                       |                     |                     | \$8,447                | \$119,945                |
| <b>Total Budgeted</b>                     | <b>\$882,995</b>    | <b>\$1,546,065</b>  | <b>\$988,414</b>       | <b>\$1,185,093</b>       |

### 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.

| <b>FUND 148 – MEASURE J</b> |                             |                             |                                |                                  |
|-----------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|                             | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Measure J Allocations       | \$508,272                   | \$528,891                   | \$547,375                      | \$576,750                        |
| Interest                    | \$1,203                     | \$1,245                     | \$1,000                        | \$1,000                          |
| General Fund Transfers      |                             |                             |                                | \$300,000                        |
| <b>Total Revenues</b>       | <b>\$509,475</b>            | <b>\$530,136</b>            | <b>\$548,375</b>               | <b>\$877,750</b>                 |
| Services                    | \$243,742                   | \$102,291                   | \$204,110                      | \$322,437                        |
| Supplies                    |                             |                             |                                |                                  |
| Capital Outlay              | \$572,232                   | \$759,130                   | \$498,181                      | \$600,000                        |
| <b>Total Expenditures</b>   | <b>\$815,975</b>            | <b>\$861,421</b>            | <b>\$702,291</b>               | <b>\$922,437</b>                 |
| Unassigned Balances         |                             | \$8,016                     | \$31,130                       | \$97,964                         |
| <b>Total Budgeted</b>       | <b>\$815,975</b>            | <b>\$869,437</b>            | <b>\$733,421</b>               | <b>\$1,020,401</b>               |

### 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.

| <b>FUND 235 – STREET MAINTENANCE RESERVE</b> |                             |                             |                                |                                  |
|--|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|  | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Transfers In                                 | \$75,000                    | \$150,000                   | \$350,000                      | \$200,000                        |
| Other  |                             |                             |                                |                                  |
| <b>Total Revenues</b>                        | <b>\$0</b>                  | <b>\$150,000</b>            | <b>\$350,000</b>               | <b>\$200,000</b>                 |
| Services                                     |                             |                             |                                |                                  |
| Supplies                                     |                             |                             |                                |                                  |
| Capital Outlay                               |                             |                             |                                |                                  |
| <b>Total Expenditures</b>                    | <b>\$0</b>                  | <b>\$0</b>                  | <b>\$0</b>                     | <b>\$0</b>                       |
| Unassigned Balances                          |                             |                             | \$375,000                      | \$375,000                        |
| <b>Total Budgeted</b>                        | <b>\$0</b>                  | <b>\$0</b>                  | <b>\$375,000</b>               | <b>\$375,000</b>                 |

## STORM WATER PROGRAM FUND

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

| <b>FUND 145 – STORM WATER PROGRAM</b> |                             |                             |                                |                                  |
|---------------------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|                                       | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                           | \$498,378                   | \$490,769                   | \$461,000                      | \$461,000                        |
| Interest                              | \$2,205                     | \$4,948                     | \$1,000                        | \$1,000                          |
| Other                                 | \$180                       | \$33,520                    |                                |                                  |
| <b>Total Revenues</b>                 | <b>\$500,763</b>            | <b>\$529,237</b>            | <b>\$462,000</b>               | <b>\$462,000</b>                 |
| Services                              | \$260,460                   | \$355,032                   | \$408,394                      | \$280,460                        |
| Supplies                              | \$165,776                   | \$164,013                   | \$227,742                      | \$245,750                        |
| Capital Outlay                        |                             | \$183,177                   | \$868,721                      |                                  |
| <b>Total Expenditures</b>             | <b>\$426,236</b>            | <b>\$702,222</b>            | <b>\$1,504,857</b>             | <b>\$526,210</b>                 |
| Unassigned Balances                   |                             | \$86,729                    | \$32,461                       | \$9,724                          |
| <b>Total Budgeted</b>                 | <b>\$426,236</b>            | <b>\$788,951</b>            | <b>\$1,537,318</b>             | <b>\$535,934</b>                 |

## POLICE SERVICE FUNDS

The City has two police service funds: The P-6 Fund and the Supplemental Law Enforcement Services Fund (SLESF). The P-6 Fund is where the City accounts for the City's police services special tax, all of which are budgeted to augment general fund resources in funding the Police Department budget. The SLESF is where the City accounts for Supplemental Law Enforcement Grants from the State. The fiscal year 2016-2017 budget reflects the use of the grant from the State to supplement Police Department costs.

| <b>FUND 150 – P-6 POLICE SERVICES</b> |                             |                             |                                |                                  |
|---------------------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|                                       | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Assessments                           | \$3,336,854                 | \$3,483,908                 | \$3,832,937                    | \$3,947,925                      |
| Interest                              | \$666                       | \$792                       | \$250                          | \$500                            |
| <b>Total Revenues</b>                 | <b>\$3,337,520</b>          | <b>\$3,484,700</b>          | <b>\$3,833,187</b>             | <b>\$3,948,425</b>               |
| Services                              | \$3,351,674                 | \$3,484,700                 | \$3,702,137                    | \$3,948,425                      |
| <b>Total Expenditures</b>             | <b>\$3,351,674</b>          | <b>\$3,484,700</b>          | <b>\$3,702,137</b>             | <b>\$3,948,425</b>               |

| <b>FUND 151 – SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND</b> |                             |                             |                                |                                  |
|--|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|  | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2015-2016<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Grant Revenues   | \$113,973                   | \$114,618                   | \$100,000                      | \$100,000                        |
| Interest   | (\$7)                       | \$74                        |                                |                                  |
| <b>Total Revenues</b>  | <b>\$113,966</b>            | <b>\$114,692</b>            | <b>\$100,000</b>               | <b>\$100,000</b>                 |
| Services   | \$99,813                    | \$114,692                   | \$100,000                      | \$100,000                        |
| Supplies   |                             |                             |                                |                                  |
| Capital Outlay   |                             |                             |                                |                                  |
| <b>Total Expenditures</b>                                    | <b>\$99,813</b>             | <b>\$114,692</b>            | <b>\$100,000</b>               | <b>\$100,000</b>                 |

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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.

| <b>FUND 301 – DEVELOPER DEPOSITS</b> |                             |                             |                                |                                  |
|--------------------------------------|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|                                      | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Developer Fees                       | \$458,870                   | 657,802                     | \$774,243                      | \$474,865                        |
| <b>Total Revenues</b>                | <b>\$458,870</b>            | <b>\$657,802</b>            | <b>\$774,243</b>               | <b>\$474,865</b>                 |
| Services                             | \$452,539                   | \$657,802                   | \$774,243                      | \$474,865                        |
| Operating Transfers Out              |                             |                             |                                |                                  |
| <b>Total Expenditures</b>            | <b>\$452,539</b>            | <b>\$657,802</b>            | <b>\$774,243</b>               | <b>\$474,865</b>                 |

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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 2017-2018 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.

| <b>FUND 767 – SUCCESSOR HOUSING ASSETS</b> |                             |                             |                                |                                  |
|--|-----------------------------|-----------------------------|--------------------------------|----------------------------------|
|  | <b>2014-2015<br/>Actual</b> | <b>2015-2016<br/>Actual</b> | <b>2016-2017<br/>Projected</b> | <b>2017-2018<br/>Recommended</b> |
| Property Tax                               |                             |                             |                                |                                  |
| Interest Income                            | \$51,403                    | \$1325                      | \$2,000                        | \$2,000                          |
| Loan Repayments                            | \$2,400                     | \$260,795                   | \$12,000                       | \$12,000                         |
| Rents                                      |                             |                             |                                |                                  |
| Sale of Property                           |                             |                             |                                |                                  |
| Transfers In                               |                             |                             |                                |                                  |
| Interfund Charges for Svc                  |                             |                             |                                |                                  |
| <b>Total Revenues</b>                      | <b>\$53,803</b>             | <b>\$262,120</b>            | <b>\$14,000</b>                | <b>\$14,000</b>                  |
| Personnel                                  |                             |                             |                                |                                  |
| Supplies                                   |                             | \$81,250                    |                                |                                  |
| Services                                   | \$5,045                     | \$3,371                     | \$3,500                        | \$3,500                          |
| Interest                                   | \$3,478                     | \$5,394                     | \$10,500                       | \$10,500                         |
| <b>Total Expenditures</b>                  | <b>\$8,523</b>              | <b>\$90,015</b>             | <b>\$14,000</b>                | <b>\$14,000</b>                  |
| <b>Unassigned Balances</b>                 |                             |                             |                                |                                  |
| <b>Total Budgeted</b>                      | <b>\$8,523</b>              | <b>\$90,015</b>             | <b>\$14,400</b>                | <b>\$14,000</b>                  |

*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 2016 Lease Revenue Bond issued by the City's financing Authority to refund the 2006 Certificates of Participation and issue new debt of \$4,000,000 to pay for the first phase of the City of Oakley Recreation Center. 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 U.S. Bank as trustee and Fiscal Agent.

### **Program Objectives**

The primary operating objectives for the City remain unchanged for fiscal year 2017-2018: 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 2016 Lease Revenue Bonds  
Fund 351**

| <b>ESTIMATED REVENUES</b> |                 |                |
|---------------------------|-----------------|----------------|
| Transfers In              | Interest Income | Total Revenues |
| \$676,319                 |                 | \$676,319      |

| <b>PROPOSED EXPENDITURES</b> |           |                |                    |
|------------------------------|-----------|----------------|--------------------|
| Principal                    | Interest  | Administration | Total Expenditures |
| \$275,000                    | \$392,819 | \$8,500        | \$676,319          |

**DEBT LISTING:**

|                          |                   |              |
|--------------------------|-------------------|--------------|
| 2016 Lease Revenue Bonds | Recreation Center | \$10,025,000 |
|--------------------------|-------------------|--------------|

**REMAINING DEBT SERVICE:**

| <b>Fiscal Year</b> | <b>Principal</b>   | <b>Interest</b>    | <b>Total Debt Service</b> |
|--------------------|--------------------|--------------------|---------------------------|
| 2017-18            | \$275,000          | \$392,819          | \$667,819                 |
| 2018-19            | \$280,000          | \$384,569          | \$664,569                 |
| 2019-20            | \$295,000          | \$373,369          | \$668,369                 |
| 2020-21            | \$305,000          | \$361,569          | \$666,569                 |
| 2021-22            | \$315,000          | \$349,369          | \$664,369                 |
| Other Years        | \$8,245,000        | \$3,633,600        | \$11,878,600              |
| <b>Totals</b>      | <b>\$9,715,000</b> | <b>\$5,495,295</b> | <b>\$15,210,295</b>       |

## **CAPITAL IMPROVEMENT PROGRAM**

The Capital Improvement Program (CIP) is a major public infrastructure and planning tool for the City of Oakley. The CIP serves as a statement of the City's policies and financial abilities to manage the development of the community. The creation of a five-year CIP provides a systematic plan for providing infrastructure improvements within a prioritized framework and a general schedule within which the projects proceed. Projects identified in the CIP meet the City's General Plan. 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 and priorities.

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 the timing of projects, and coordinating City projects with the projects of other public or private entities.

Despite the many benefits of a CIP, it is important to highlight the fact that this is a planning 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's CIP reflects the strategic goals of the City Council and is a critical investment in the community.

The focus of the proposed CIP for FY 2017/18 through 2021/22 is to maintain the core infrastructure of the City of Oakley while utilizing the most cost effective and creative approach. The CIP continues to prioritize and 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 2017/18, a comprehensive review of prospective projects has been made to determine if the projects are still viable and should be funded. The most significant projects for FY 2017/18 are the Downtown Renovation Project and the new Oakley Recreation Center Project. The design and construction of these projects began in FY 2016/17 and will be completed during FY 2017/18. The successful completion of these projects will be a major accomplishment for the City, will enhance the quality of life for the residents of Oakley and enhance the economic vitality of the community for decades to come.

The CIP for FY 2017/18 is divided into specific projects to address unique needs for each component of the City's infrastructure system. This approach provides funding for the infrastructure maintenance, the construction of new improvements; as well as a long range goal for protecting the quality of the public infrastructure system in the City of Oakley. The funding for CIP projects are generally from the following sources: Measure J Sales Tax, Gas Tax, General Fund, Development Traffic Impact Fees, Development Park Impact Fees, and Federal & State Grants. The revenues from Development Traffic Impact Fees and Development Park Impact Fees are dependent upon the private development activity and regional economic growth. The CIP for FY 2017/18 conservatively budgets 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, economic development, and the 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 lifestyle. The construction of CIP projects help in enhancing amenities and the quality of life for the community residents, which in turn makes Oakley a desired community for private development. The increase in the level of private development activity will provide opportunities for the City to undertake projects with various infrastructure improvements. This is in conjunction with development construction that will include roadway improvements, making it more cost effective and timely.



## **Proposed Projects for FY 2017/18 CIP**

*Project #165, Main Street Improvement Project (Norcross Lane to 5th Street)* - This project will continue the improvements that were constructed in the Downtown on Main Street in 2012; by constructing new curb, gutter, sidewalk, storm drain system, paving, and streetscape from Norcross Lane to 5<sup>th</sup> Street. A new traffic signal will be constructed at the intersection of Main Street and Norcross Lane. A new gateway monument will be installed in the median on Main Street at 2nd Street to enhance the entrance to the downtown area. The implementation of this project is based on the downtown "Visioning" plan that was approved by City Council in 2014. The construction of the improvements began during FY 2016/17 and it is anticipated to be completed before the 2017 holiday season. *The funding of this project was allocated in FY 2016/17 and no additional funding is requested in the FY 2017/18 budget.*

*Project #176, Oakley Community Park Project* – This project transforms a 55-acre site at the end of Sellers Avenue that will be given to the City as part of the development agreements with the Emerson and Gilbert Ranch projects. This 55-acre site has a number of older buildings and facilities related to a dairy farm that has been closed for decades. This project will clean up the site and construct a Community Park that will be a destination point for the community. A team of staff, consultants, and a Council sub-committee began the process of concept planning and design of this site in FY 2015/16. As a result of this work, a final concept plan was developed and approved by the City Council. This project will be a multi-phase project that will be designed and constructed over the coming years, and could potentially cost over \$60,000,000 to construct all of its components. Funding for the project will be provided by a combination of grants and other local funds. The first phase of this project is to complete the Environmental Impact Review (EIR) for the site, as well as demolish and remove the old and abandoned buildings. Concurrently the City is actively pursuing and applying for any grants to secure funding for the future phases of this project. *The funding of this project was allocated in FY 2016/17 and no additional funding is requested in the FY 2017/18 budget.*

*Project #177, Bethel Island Road Culvert Rehabilitation Project* - The storm drain infrastructure in the rural parts of Oakley are primarily made up of old corrugated metal pipes. These pipes rust over time due to direct contact and exposure to water, which causes them to decompose and fail. The options to address these failure problems are; rehabilitation by either lining the pipes, if practical, or full replacement. Staff has determined that the Bethel Island Road 48" metal pipe can be lined. This will help in providing the structural integrity and to improve the hydraulic capacity of the storm water flow in the pipe, without the need for total replacement. This rehabilitation method is the most practical and cost effective in addressing this failure. The project design and award of construction contract was done during FY 2016/17 and

the actual construction will occur during FY 2017/18, after securing the environmental regulatory agency permits. *The funding of this project was allocated in FY 2016/17 and no additional funding is requested in the FY 2017/18 budget.*

***Project #186, West Cypress Road Bridge at Contra Costa Canal - Reconstruction Project*** - The existing West Cypress Road Bridge that crosses the Contra Costa canal is structurally deficient; according to the latest Caltrans inspections. It will need to be reconstructed in order to continue to be safe and remain in service. The City of Oakley does not have a designated funding source for repairing, maintaining, and improving the City's bridges, and relies upon grant programs for major bridge improvement projects. Staff has applied for Highway Bridge Replacement and Rehabilitation (HBRR) grant funding for this project and has secured partial funding for this project. The design of the project will take place in FY 2018/19, followed up with the construction of the project. The funding of the preliminary design and grant processing efforts are provided from the City's Stormwater Fund. *The funding of this project was allocated in FY 2016/17 and no additional funding is requested in the FY 2017/18 budget.*

***Project #187, Main Street Bridge at Contra Costa Canal - Rehabilitation Project*** - The existing Main Street Bridge that crosses the Contra Costa canal is in need of rehabilitation to protect its structural integrity and to keep it off of the Caltrans structurally deficient list. The City of Oakley does not have a designated funding source for repairing, maintaining, and improving the City's bridges, and relies upon grant programs for major bridge improvement projects. Staff has applied for Highway Bridge Replacement and Rehabilitation (HBRR) grant funding for this project and has secured partial funding for this project. The design of the project will take place in FY 2018/19, followed up with the construction of the project. The funding of the preliminary design and grant processing efforts are provided from the City's Stormwater Fund. *The funding of this project was allocated in FY 2016/17 and no additional funding is requested in the FY 2017/18 budget.*

***Project #189, Piper Lane Drainage Channel Trash Capture Device Project*** - The Piper Lane drainage channel is one of the major drainage outfalls from the City of Oakley to the Delta, in which the City is responsible for its maintenance and operation. This is an open channel that flows freely to the Delta. Based on the new permit issued by San Francisco Regional Water Quality Control Board (SFRWQCB), it cannot convey trash to the open waters of the Delta. Historically, a large amount of trash and debris were transported to the Delta through this channel. This project will construct new trash capture devices at the upstream end of the channel near Vintage Parkway. The trash capture device will stop trash from flowing into the Delta and the City will be in compliance with the SFRWQCB permit. The construction cost of this project is over \$800,000. Staff is pursuing all funding sources, especially grants, to fund the

construction of this project. It continues to be a challenge for municipalities to fund projects that need to adhere to the SFRWQCB permit. *The funding of this project was allocated in FY 2016/17 and no additional funding is requested in the FY 2017/18 budget.*

***Project #191, Laurel Road/Rose Avenue Intersection Improvement Project*** – The intersection of Laurel Road and Rose Avenue is a major intersection in the City of Oakley on an arterial road that is not signalized. Currently, this intersection operates as a four-way stop and has one lane of thru traffic in each direction. This project will widen the intersection and construct a new traffic signal, which will improve the traffic flows on Laurel Road at Rose Avenue. This project is in conjunction with a private development project that will widen the south side of Laurel Road to the east; and the City of Oakley’s Capital Improvement Project (CIP 196) which will widen the north side of Laurel Road from Rose Avenue to Mellowood Drive. The design of this project is currently underway in collaboration with Western Area Power Administration (WAPA), who will be relocating major electric transmission poles along the project route. This project also requires additional right of way, which has to be acquired from private property owners; this effort is currently underway. It is anticipated that all the design, utility relocations, and right of way acquisition will be completed during FY 2017/18, followed up by the construction of the project in FY 2018/19. ***Total Budget-\$400,000 (\$400,000 TIF Fund).***

***Project #193, Public Works Operations Building Rehabilitation Project*** – the City purchased the property on 4<sup>th</sup> Street; the former site of the Ace Hardware Store. This project will rehabilitate this building that will be used as an operations center for the Public Works Department. In addition to the relocation of the Public Works Operations, the Police Department will be using this new facility as storage. The Public Works operations corporation yard currently occupies a part of the Civic Center campus behind the Amphitheater and Park. Once the Public Works operations center has moved to the rehabilitated building, the existing area used for the corporation yard can be improved and paved for a parking lot. *The funding of this project was allocated in FY 2016/17 and no additional funding is requested in the FY 2017/18 budget.*

***Project #194, Oakley Recreation Center Project*** – The City is growing and the demands for recreation facilities are increasing. The current facility at the former Moura property on O’Hara Avenue is no longer a practical option to serve the recreation needs of the community. This project will provide the community with a modern and functional recreation facility, with an accompanying turf area (ball field). Over all phases, the new facility will provide the City with room to program a wide range of recreation services in one location. This project will be constructed in phases as funding becomes available. The first phase of the project is currently under design. The construction of the project will take place over multiple phases; earthwork, O’Hara/Chianti signalization and

median improvements, and finally the construction of the new Recreation Center and on-site infrastructure. This construction phasing was developed to work around O'Hara Park Middle School, and summer school to minimize any inconveniences to the parents and students. *The funding of this project was allocated in FY 2016/17 and no additional funding is requested in the FY 2017/18 budget.*

***Project #196, Laurel Road Widening Project (Rose Avenue to Mellowood Drive)*** – This section of Laurel Road between Rose Avenue and Mellowood Drive is a narrow two lane road that does not accommodate the traffic demands of the community. Laurel Road is a major arterial street in Oakley, and a direct connection to Highway 4. This section of Laurel Road has not been widened or improved due to the lack of Right of Way. The City was successful in acquiring the Right of Way needed for this road, and plans to design the project and relocate the utilities in FY 2016/17. Construction of the roadway widening project is scheduled for FY 2017/18. This project is in conjunction with CIP #191 which will reconstruct the intersection of Laurel Road and Rose Avenue. *Total Budget- \$3,400,000 (\$3,400,000 TIF Fund).*

***Project #197, Oakley Community Dog Park Project at Nunn-Wilson Park*** – The Oakley Community Dog Park will be constructed at Nunn-Wilson Park, which will have a new parking lot, restroom, picnic area, tables, benches, dog water play area, drinking fountain, agility equipment, and other amenities that all new Dog Parks have and that are used by other communities. The City of Oakley has been pursuing grant funding for the construction of this Community Dog Park for the past two years, and was finally successful in securing a Land and Water Conservation Fund (LWCF) grant for this project. *Total Budget- \$350,000 (\$350,000 Park Impact Fee).*

***Project #198, 3330 Main Street Building Remodeling Project*** – The City of Oakley is renovating the vacant upstairs space of the City-owned building located at 3330 Main Street, to house the Oakley Entrepreneur Center. Oakley's Economic Development program works to meet the needs of the existing Oakley small business community. It is anticipated that approximately 10 to 15 small businesses could be located in the center. The City has owned the building for a number of years, and previously the City renovated the bottom floor to accommodate Guanatos Ice Cream, as well as the Chamber of Commerce. The Entrepreneur Center will contain individual offices, co-working space, and conference rooms, break room and be serviced by a new elevator. *Total Budget- \$350,000 (\$350,000 Downtown Revitalization Fund).*

***Project #199, FY 2017/18 Curb, Gutter and Sidewalk Repair and Reconstruction Project*** - This project will coordinate with the responsible property owners to repair and reconstruct damaged and broken concrete, curb, gutter and sidewalks throughout the City. The construction of this project will eliminate trip and fall accidents caused by

sidewalk and curbs uplifted by tree root overgrowth, and provide safe paths of travel for the community. This project works in coordination with the 50-50 cost share program that helps the property owners address concrete sidewalk and curb and gutter uplifts caused by tree root overgrowth. *Total Budget- \$100,000 (\$100,000 2012 Bond Benefit).*

*Project #200, FY 2017/18 Traffic Signal Modernization Project* – Traffic operations and public safety has become one of the more important issues for the community. Public Works staff are continually working to improve the traffic operations on City streets. This project will replace some of the older internal components of the City's traffic signal systems which will allow better and more coordinated traffic signal operations. *Total Budget- \$150,000 (\$150,000 TIF Fund).*

*Project #201, FY 2017/18 Traffic Calming Project* – The traffic operations in the community have become one of the major issues that the Police and Public Works Departments handle on a regular basis. This project provides funding for the placement of traffic calming features in accordance with the neighborhood traffic calming policy. Various traffic calming requests are being evaluated by staff from the Police and Public Works Departments, and are addressed in collaboration with the residents based on priority and order they are received. *Total Budget- \$15,000 (\$15,000 2012 Bond Benefit).*

*Project #202, FY 2017/18 Street Restriping* - This project will restripe various City streets each year to help maintain delineations that are marked for usage by motorists and pedestrians. The work performed under this project focuses on the streets that are not in the plan for resurfacing in the next two years, and need the striping for lane delineation (centerline, edge line, crosswalk, pavement marking) to provide safer streets for the community. *Total Budget- \$15,000 (\$15,000 2012 Bond Benefit).*

*Project #203, FY 2017/18 Street Repair & Resurfacing* - This project will repair the base and surface failures and resurface streets as a part of a comprehensive program to maintain the roadways for the community. Street repair and resurfacing is critical for keeping the quality of the City's street infrastructure in good condition and prevent the necessity of costly reconstruction due to the lack of proper rehabilitation and maintenance. This project will repair and resurface several areas that need Sierra-Crete remediation in the Vintage Parkway neighborhood. *Total Budget- \$800,000 (\$600,000 Measure J, \$200,000 2012 Bond Benefit).*

*Project #204, Police Department Locker Room/Detective Room Expansion Project* - Currently the Oakley Police Department men's locker room consists of 31 full size lockers and 10 half lockers, for a total of 41 lockers. The full sized lockers are necessary for most uniformed personnel. The smaller lockers are suitable for administrative



personnel and for uniformed volunteers. The existing facility is fully utilized, and in order to accommodate locker room space for new police officers, expansion of the locker rooms are necessitated. The proposed expansion would include expanding the men's locker facility into the current report writing area. The report writing area will then get moved into another part of the City Hall facility. *Total Budget- \$150,000 (\$150,000 Facility Fund).*

*Project #205, Downtown Train Platform Station & Parking Lot Phase 1* - The Oakley Multi-Modal Parking Lot Project features a new San Joaquin Joint Power Authorities ("SJJPA") train station platform located north of Main Street between 2nd Street and O'Hara Avenue. The facility would provide connecting TriDelta Transit bus service to the train station, as well as a Park & Ride lot. Routes in Oakley and surrounding communities would be adjusted to better serve on-going transportation infrastructure investments in the area; including the eBART extension to Hillcrest Avenue. The station platform is strategically located in downtown on Main Street, adjacent to a future Main Street Plaza that could be used for civic events and markets. The location is within a five minute walking radius of City Hall, Civic Center Park, and Main Street restaurants. This project will make use of a number of vacant and underutilized properties north of Main Street between Norcross Lane and O'Hara Avenue. Three Hundred (300) surface parking spaces would be provided to support Park & Ride activities as well as future train riders; many of which could be used to support plaza activities held on the weekends and evenings. The City has applied for OBAG grant funding for this parking lot, and the amount shown as part of the CIP document is the City's local funding match for this project. *Total Budget- \$563,613 (\$563,613 Main Street Fund).*

*Project #206, Athletic Field Project at Nunn-Wilson Park* – The existing storm drain basin at the intersections of Laurel/Brown/Oxford has been in place for many years and is under-utilized. This project will address a growing need in the community for athletic fields, and also complement the new Oakley Dog Park which will be constructed next to this site. The new athletic field will be similar to the Freedom High School Stormwater Basin, just in smaller scale. *Total Budget- \$850,000 (\$850,000 Park Impact Fee Fund).*

*Project #207, Senior Center Renovation Project* - The City of Oakley has leased the former fire station building located at 215 2nd Street to the Oakley Senior Citizens group; however, the building is in need of rehabilitation before being adequate for senior center activities. The rehabilitation project includes Americans with Disabilities Act of 1990 (ADA) improvements to the front and rear entrances, and doors, railings and ramps, widening of interior thresholds for ADA accessibility, interior finishes and painting, parking lot improvements for ADA, and roof repair. The aforementioned is being funded by CDBG funds, as well as the City of Oakley's matching funds. *Total Budget- \$148,000 (\$98,000 Grant, \$50,000 General Capital Projects Fund).*

***Project #208, Laurel Road Reconstruction Project (Mellowood Drive to Main Street)*** – This project will reconstruct and improve Laurel Road in the section from Mellowood Drive to Main Street which has been in need of roadway reconstruction due to the heavy concentration of Sierra-Crete that had been used years ago in the construction of this project by the County. This roadway has required frequent and costly repairs. The construction of this project will complement the other roadway improvement project on Laurel Road (Rose to Mellowood) that will be constructed in FY 2017/18. The design of this project, (Mellowood to Main) will take place in FY 2017/18, and construction will start in FY 2018/19. ***Total Budget- \$175,000 (\$175,000 TIF Fund).***

***Project #209, FY 2017/18 ADA Implementation Plan Project*** - The City of Oakley has to have an ADA Transition Plan prepared and implemented to adhere to the legal requirements related to the U.S. Department of Justice. Staff has solicited proposals from ADA specialty consultants and had selected the firm of Sally Swanson Architects, Inc. to prepare the City's ADA Transition Plan. The preparation of this ADA Transition Plan has been underway, and upon completion, the recommendations of this plan will be implemented. This implementation plan will be phased over the future years as funding is allocated. ***Total Budget- \$50,000 (\$50,000 General Capital Projects Fund).***

***Project #210, Development Services Counter Renovation Project-*** The City of Oakley has a Violence Prevention program in place and recently conducted a security audit of facilities. The audit revealed the need to improve the main lobby and development services lobby to reduce the risk of violence against City staff and ensure our employees are kept safe from assault. A design is not yet complete, but will account for the increased safety of employees and minimize access from the public to other City staff, while attempting to preserve a welcoming environment. ***Total Budget- \$60,000 (\$60,000 General Capital Projects Fund).***

***Project #211, Main Street/Rose Avenue Intersection Improvement Project*** – Growth of the community and new subdivision development projects along the East Cypress Road corridor, necessitates improving the streets that will need to accommodate the added volume of traffic to these new neighborhoods. Main Street and Rose Avenue have operated as a stop sign intersection, which is no longer sustainable. A traffic signal is needed at this intersection. City staff have been discussing this intersection improvement project with management staff of Ironhouse Sanitary District (ISD) to explore opportunities that this project could address. The City needs better traffic flow, and ISD needs access from their prospective development site to Main Street. The other benefit of this project is providing the long desired secondary access for the residents of the Vintage Parkway neighborhood to Main Street. The design of this project is planned for FY 2017/18. ***Total Budget- \$250,000 (\$250,000 TIF Fund).***

*Project #212, East Cypress Road Widening Project (Machado Lane to Sellers Avenue)*

- The development of East Cypress Road is moving forward with multiple new subdivisions being designed and constructed. The Emerson Ranch subdivision was conditioned during its planning process to widen the north side of Cypress Road along their subdivision frontage and install a portion of the median and landscaping. The responsibility of the developers is curb, gutter, sidewalk and one travel lane. The second travel lane and the medians will be the responsibility of the City. The actual construction work will be performed by the developer. The City's cost of the project is eligible for Traffic Impact Fee credits. *Total Budget- \$450,000 (\$450,000 TIF Fund).*



City of Oakley  
 FY 2017/18 Project Summary  
 Capital Improvement Program for Fiscal Years 2017/18 to 2021/22

| FY 17/18 Proposed Revenues |                                      |                          |                  |           |           |           |                 |                   |               |                    |                 |                              |       |
|----------------------------|--------------------------------------|--------------------------|------------------|-----------|-----------|-----------|-----------------|-------------------|---------------|--------------------|-----------------|------------------------------|-------|
| #                          | Project                              | General Capital Projects | Main Street Fund | TIF       | Measure J | Gas Tax   | Stormwater Fund | 2012 Bond Benefit | Facility Fund | Regional Park Fund | Park Impact Fee | Downtown Revitalization Fund | Grant |
|                            | FY 16/17 Fund Balance                | 155,619                  | 235,181          | 2,117,753 | 42,651    | 106,272   | 75,954          | 549,514           | 121,270       | (500,000)          | 629,204         | 100,000                      | -     |
|                            | FY 17/18 Revenues                    | 110,000                  | 350,000          | 2,400,000 | 577,290   | 1,078,621 | 462,000         | 64,000            | 100,000       | 500,000            | 600,000         | 150,000                      | -     |
|                            | FY 17/18 Transfers from General Fund | -                        | -                | -         | 800,000   | -         | (526,210)       | (250,000)         | -             | -                  | -               | 250,000                      | -     |
|                            | FY 17/18 Operational Expenditures    | (61,638)                 | -                | (155,132) | (64,660)  | (784,944) | (526,210)       | -                 | -             | -                  | -               | (141,000)                    | -     |
|                            | FY 17/18 CIP Start Labor Charges     | 203,981                  | 585,181          | 5,000,001 | 697,964   | 119,945   | 9,724           | 363,514           | 221,270       | -                  | 1,229,204       | 365,000                      | -     |
|                            | Total Available for Capital Projects |                          |                  |           |           |           |                 |                   |               |                    |                 |                              |       |


| FY 17/18 Proposed Expenditures |   |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
|--------------------------------|---|----------------------|------------------|-----------|-----------|---------|-----------------|-------------------|---------------|---------------------|-----------------|------------------------------|-------------|
| #                              | Project   | General Capital Fund | Main Street Fund | TIF       | Measure J | Gas Tax | Stormwater Fund | 2012 Bond Benefit | Facility Fund | Community Park fund | Park Impact Fee | Downtown Revitalization Fund | Grant       |
| 165                            | Main Street Realignment Project                                       |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 170                            | Oakley Community Park Project   |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 177                            | Relief Island Road Culvert Rehabilitation Project                     |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 186                            | West Cypress Road Bridge at Contra Costa Canal Reconstruction Project |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 187                            | Main Street Bridge at Contra Costa Canal Rehabilitation Project       |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 189                            | Paper Lane Drainage Channel Trash Capture Device Project              |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 191                            | Laurel Road/Rose Avenue Intersection Improvement Project              | 400,000              |                  | 400,000   |           |         |                 |                   |               |                     |                 |                              |             |
| 193                            | Public Works Operations Building Rehabilitation Project               |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 194                            | Oakley Recreation Center Project                                      |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 196                            | Laurel Road/Rose Avenue to Mellowood Drive W Widening Project         | 3,400,000            |                  | 3,400,000 |           |         |                 |                   |               |                     |                 |                              |             |
| 197                            | Chiles Community Day Park Project                                     | 350,000              |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 198                            | 3330 Main Street Building Renovation Project                          | 350,000              |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 199                            | FY 2017/18 Garb, Gutters & Sidewalk Repair and Reconstruction Project | 100,000              |                  |           |           |         |                 | 100,000           |               |                     |                 |                              |             |
| 200                            | FY 2017/18 Traffic Signal Modernization Project                       | 150,000              |                  | 150,000   |           |         |                 |                   |               |                     |                 |                              |             |
| 201                            | FY 2017/18 Traffic Calming Project                                    | 150,000              |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 202                            | FY 2017/18 Street Resurfacing Project                                 | 800,000              |                  |           | 600,000   |         |                 |                   |               |                     |                 |                              |             |
| 203                            | FY 2017/18 Street Repair and Resurfacing Project                      | 150,000              |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 204                            | Police Dept. Locker Room/Detective Room Expansion Project             | 4,913,800            |                  |           |           |         |                 |                   | 150,000       |                     |                 |                              |             |
| 205                            | Downtown Train Platform Station & Parking Lot Phase 1 Project         | 563,613              |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 206                            | Athletic Field at Nunn-Wilton Park Project                            | 148,000              |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 207                            | Senior Center Renovation Project                                      | 175,000              |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 208                            | Laurel Road Reconstruction (Mellowood Drive to Main Street) Project   | 50,000               |                  | 175,000   |           |         |                 |                   |               |                     |                 |                              |             |
| 209                            | FY 2017-18 ADA Implementation Plan Project                            | 60,000               |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 210                            | Development Services Center Renovation Project                        | 60,000               |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 211                            | Main Street/Rose Avenue Intersection Improvement Project              | 250,000              |                  | 250,000   |           |         |                 |                   |               |                     |                 |                              |             |
| 212                            | East Cypress Road (Methuels Lane to Sellers Avenue) Widening Project  | 450,000              |                  | 450,000   |           |         |                 |                   |               |                     |                 |                              |             |
|                                | Total   | 660,000              | 563,613          | 4,825,000 | 600,000   | 119,945 | 9,724           | 310,000           | 150,000       | -                   | 1,200,000       | 350,000                      | 4,448,187   |
|                                | Remaining Unassigned Balances   | 45,981               | 21,568           | 235,601   | 97,964    | 119,945 | 9,724           | 33,514            | 71,270        | -                   | 29,204          | 15,000                       | (4,448,187) |

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## Completed Projects in FY 2016/17

| PROJECT LOCATIONS   |  |
|---|--|
| A Downtown Storm Drain Improvement Project                    |  |
| B Bridgehead Road Pump Station Rehabilitation Project         |  |
| C Street Restriping Project                                   |  |
| D Curb, Gutter and Sidewalk Repair and Reconstruction Project |  |
| E Storm Drain Improvement Project                             |  |
| F Traffic Signal Modernization Project                        |  |

|  |  |
|--|--|
|  | <p style="text-align: center; background-color: #cccccc; margin: -10px -10px 10px -10px;"><b>Downtown Storm Drain Improvement Project</b></p> <p>This Project constructed the major underground utility infrastructure in downtown on Main Street. This was a component of the overall downtown renovation project and by constructing the storm drain system ahead of the actual Main Street improvements, it helped in minimizing inconveniences to the public and also expedited the downtown construction project.</p> |
| <p><b>A. Downtown Storm Drain Improvement Project</b></p>                          |  |

|   |   |
|---|---|
|  | <p style="text-align: center; background-color: #cccccc; margin: -10px -10px 10px -10px;"><b>Bridgehead Road Pump Station Rehabilitation</b></p> <p>This project replaced a storm drain pump station on Bridgehead Road under the BNSF Railroad overcrossing. This pump station was built long ago by the County and had fallen into disrepair and suffered regular breakdowns and was very costly to repair. This project replaced the broken pump and electrical equipment with a new system. The new pump station worked perfectly during the heavy rains of these past winter months.</p> |
| <p><b>B. Bridgehead Road Pump Station Rehabilitation</b></p>                        |   |



**C. FY 2016/17 Street Restriping Project**

**FY 2016/17 Street Restriping Project**

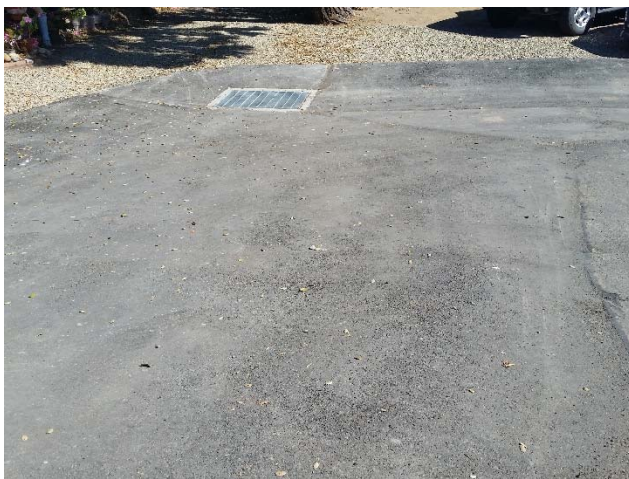
This project restriped a wide range of residential and collector streets in Oakley. The scope of work included repainting centerlines, crosswalks, edge lines and legends that have faded over the years. The new striping provides safer traffic operations in the community and is one of the key goals for the Police and Public Works Departments.



**D. FY 2016/17 Curb, Gutter, & Sidewalk Repair and Reconstruction Project**

**FY 2016/17 Curb, Gutter, & Sidewalk Repair & Reconstruction**

This project included the repair and replacement of damaged/uplifted sidewalks or curb and gutter throughout the City of Oakley. This project helps eliminate future trip and fall hazards and provides safe streets and sidewalks for pedestrians in the community. Tree roots are a major cause of sidewalk uplifts and this project targeted some of the worst areas in the City where the tree roots damaged the concrete beyond any temporary repair. Additionally, this project works in coordination with the adopted 50-50 Cost Share Program that helps the property owners in dealing with concrete curb, gutter and sidewalk related problems.



**E. FY 2016/17 Storm Drain Improvement Project**

**FY 2016/17 Storm Drain Improvement Project**

This project constructed underground storm drain infiltration basins on Brock Lane to address a chronic flooding problem that the residents have been facing. Brock lane does not have curb, gutter, sidewalks, or a drain system. This project was able to address the flooding problem that residents faced economically and with the installation of the storm infiltration basin. The City has used this model to address flooding issues on Main Street and Raye Avenue as an example.



**F. FY 2016/17 Traffic Signal Modernization Project**

**FY 2016/17 Traffic Signal Modernization Project**

This project has begun addressing the maintenance issues that the City has been facing as result of traffic signals that were built years ago and many of their internal electrical components have reached their useful life span and need to be replaced. This project will replace dysfunctional signal controller units, install new video detection devices, and upgrade the software and internal cards in the signal cabinets at various intersections Citywide.





**D. FY 2016/17 Curb, Gutter, & Sidewalk Repair and Reconstruction**

**FY 2016/17 Curb, Gutter, & Sidewalk Repair &**

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## **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 three patrol cars, replace two public works trucks, replace ten workstations, upgrade network servers and software.

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   | \$150,000        |
| Salvage Values | \$ 5,000         |
| Interest       | <u>\$ 1,000</u>  |
| Total Revenues | <u>\$156,000</u> |

Expenditures

|                       |                  |
|-----------------------|------------------|
| Patrol Vehicles       | \$105,000        |
| Vehicle Equipment     | \$ 45,000        |
| PW Trucks             | \$ 50,000        |
| Servers upgrades      | \$ 33,500        |
| Switch, UPS, Printers | \$ 14,200        |
| Windows 10 upgrade    | \$ 17,370        |
| Workstations          | \$ 14,000        |
| Copiers (2)           | \$ 25,000        |
| Interfund Charges     | <u>\$ 2,500</u>  |
| Total Expenditures    | <u>\$306,570</u> |

|  | FY<br>2017-18 | FY<br>2018-19 | FY<br>2019-20 | FY<br>2020-21 | FY<br>2021-22 |
|--|---------------|---------------|---------------|---------------|---------------|
| Est. Accum Depr BOY  | 3,302         | 3,310         | 3,300         | 3,290         | 3,280         |
| Est. New Depreciation  | 220           | 220           | 220           | 220           | 220           |
| Est. Deletions (Replaced assets)   | (212)         | (230)         | (230)         | (230)         | (230)         |
| <b>Est. Accum Depr EOY</b>   | <b>3,310</b>  | <b>3,300</b>  | <b>3,290</b>  | <b>3,280</b>  | <b>3,270</b>  |
| Net additions to reserve (including interest, asset sales, and insurance recoveries) | 151           | 160           | 170           | 180           | 195           |
| Reserve Bal BOY  | 1,670         | 1,517         | 1,502         | 1,497         | 1,502         |
| Equipment Replacements/ Expenditures   | (304)         | (175)         | (175)         | (175)         | (175)         |
| <b>Reserve Bal EOY</b>   | <b>1,517</b>  | <b>1,502</b>  | <b>1,497</b>  | <b>1,502</b>  | <b>1,522</b>  |
| Target @ 50% Accum Depr.   | 1,655         | 1,650         | 1,645         | 1,640         | 1,635         |

BOY= Beginning of the year

EOY=End of the year



| PLANNED REPLACEMENTS FOR 2017-2018 |          |                      |                      |
|------------------------------------|----------|----------------------|----------------------|
| Description                        | Quantity | Estimated Cost/Unit* | Total Estimated Cost |
| Patrol Vehicles                    | 3        | \$35,000             | \$105,000            |
| Patrol Vehicle Equip.              | 3        | \$15,000             | \$45,000             |
| Public Works Trucks                | 2        | \$25,000             | \$50,000             |
| Servers Upgrades                   | 4        | Various              | \$33,500             |
| Windows 10 Upgrade                 | 78       | \$165                | \$17,370             |
| Workstations                       | 10       | \$1,400              | \$14,000             |
| Switches, UPS, Printers            | 5        | Various              | \$14,200             |
| Copiers                            | 2        | \$12,500             | \$25,000             |
| <b>Totals</b>                      |          |                      | <b>\$ 304,070</b>    |

\*Amounts shown include equipment and installation/implementation costs.

## FUND 502 CAPITAL FACILITIES MAINTENANCE & REPLACEMENT FUND

### Revenues

|                |                  |
|----------------|------------------|
| Transfers in   | <u>\$100,000</u> |
| Total Revenues | <u>\$100,000</u> |

### Expenditures

|   |                  |
|---|------------------|
| Police Locker Room/Detective Room Expansion | \$150,000        |
| Marquee Signs                               | \$110,000        |
| Total Expenditures                          | <u>\$260,000</u> |

Fund Balances in Fund 502 are projected to be \$121,000 at July 1, 2017; and Staff believes that amount is sufficient to meet the policy target of enough to pay for 5 years' estimated costs.

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## **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 2016-2017: 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**

| <b>ESTIMATED REVENUES</b> |                 |                |
|---------------------------|-----------------|----------------|
| Assessment Revenues       | Interest Income | Total Revenues |
| \$1,153,791               | \$3,000         | \$1,156,791    |

| <b>PROPOSED EXPENDITURES</b> |           |                |                    |
|------------------------------|-----------|----------------|--------------------|
| Principal                    | Interest  | Administration | Total Expenditures |
| \$405,000                    | \$725,091 | \$23,700       | \$1,153,791        |

**DEBT LISTING:**

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

**REMAINING DEBT SERVICE:**

| <b>Fiscal Year</b> | <b>Principal</b>    | <b>Interest</b>    | <b>Total Debt Service</b> |
|--------------------|---------------------|--------------------|---------------------------|
| 2017-18            | \$405,000           | \$725,091          | \$1,130,091               |
| 2018-19            | \$430,000           | \$701,860          | \$1,131,860               |
| 2019-20            | \$455,000           | \$676,799          | \$1,131,799               |
| 2020-21            | \$480,000           | \$649,731          | \$1,129,731               |
| 2021-22            | \$510,000           | \$620,650          | \$1,130,650               |
| Other Years        | \$10,130,000        | \$4,438,822        | \$14,568,822              |
| <b>Totals</b>      | <b>\$12,410,000</b> | <b>\$7,812,953</b> | <b>\$20,222,953</b>       |



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

| <b>ESTIMATED REVENUES</b> |                 |                |
|---------------------------|-----------------|----------------|
| Assessment Revenues       | Interest Income | Total Revenues |
| \$745,903                 | \$1,500         | \$747,403      |

| <b>PROPOSED EXPENDITURES</b> |           |                |                    |
|------------------------------|-----------|----------------|--------------------|
| Principal                    | Interest  | Administration | Total Expenditures |
| \$270,000                    | \$459,403 | \$16,500       | \$745,903          |

**DEBT LISTING:**

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

**REMAINING DEBT SERVICE:**

| <b>Fiscal Year</b> | <b>Principal</b>   | <b>Interest</b>    | <b>Total Debt Service</b> |
|--------------------|--------------------|--------------------|---------------------------|
| 2017-18            | \$270,000          | \$459,403          | \$729,403                 |
| 2018-19            | \$280,000          | \$445,653          | \$725,653                 |
| 2019-20            | \$295,000          | \$431,278          | \$726,278                 |
| 2020-21            | \$305,000          | \$416,278          | \$721,278                 |
| 2021-22            | \$320,000          | \$400,333          | \$720,333                 |
| Other Years        | \$7,485,000        | \$3,314,606        | \$10,799,606              |
| <b>Totals</b>      | <b>\$8,955,000</b> | <b>\$5,467,551</b> | <b>\$14,422,551</b>       |

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## **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 Preliminary 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 2017-2018 helps in moving that restoration forward.



The transition to a mostly in-house Police Department was completed in Fiscal Year 2015-16, 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. The Plan shows its balance decreasing gradually over the 10 year period. Adjustments during the ten year period are expected and projected in the Plan, however; at six years out, the reserve balance goes below 20% and further adjustments will be needed to remain in compliance with the City's policy.

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 2017-18  
Recommended Budget

| Description  | General Character | Recommended Budget |               |               |               |                |               |               |               |               |               |               |               |               |               |               | Total          |
|--|-------------------|--------------------|---------------|---------------|---------------|----------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|
|  |                   | Actual 13/14       | Actual 14/15  | Actual 15/16  | Amended 16/17 | Proposed 17/18 | 18/19         | 19/20         | 20/21         | 21/22         | 22/23         | 23/24         | 24/25         | 25/26         | 26/27         | 27/28         |                |
| <b>General Purpose Revenues</b>                      |                   |                    |               |               |               |                |               |               |               |               |               |               |               |               |               |               |                |
| Property Taxes                                       | Recurring         | 1,941              | \$2,364       | \$2,593       | \$2,813       | \$2,954        | \$3,102       | \$3,257       | \$3,420       | \$3,591       | \$3,770       | \$3,959       | \$4,157       | \$4,364       | \$4,583       | \$4,812       | 48,991         |
| PT in Lieu of VLF                                    | Recurring         | 1,927              | 2,317         | \$2,504       | \$2,704       | 2,839          | 2,981         | 3,130         | 3,286         | 3,451         | 3,623         | 3,805         | 3,995         | 4,194         | 4,404         | 4,624         | 45,666         |
| Sales & Use Tax                                      | Recurring         | 1,521              | 1,506         | \$1,753       | \$1,767       | 1,782          | 1,842         | 1,934         | 2,031         | 2,132         | 2,239         | 2,351         | 2,468         | 2,592         | 2,721         | 2,858         | 28,921         |
| Motor Vehicle In-Lieu Fees                           | Recurring         | 16                 | 16            | \$16          | \$15          | 15             | 16            | 16            | 17            | 18            | 18            | 19            | 20            | 21            | 21            | 22            | 232            |
| Trans. Occupancy Tax (TOT)                           | Recurring         | 195                | 196           | \$210         | \$200         | 200            | 210           | 221           | 232           | 243           | 255           | 268           | 281           | 295           | 310           | 326           | 3,336          |
| Real Property Transfer Tax                           | Recurring         | 147                | 152           | \$227         | \$150         | 160            | 168           | 176           | 185           | 194           | 204           | 214           | 225           | 236           | 248           | 261           | 2,669          |
| Franchise Fees                                       | Recurring         | 1,230              | 1,298         | \$1,435       | \$1,375       | 1,415          | 1,486         | 1,560         | 1,638         | 1,720         | 1,806         | 1,896         | 1,991         | 2,091         | 2,195         | 2,305         | 23,180         |
| Business License Tax                                 | Recurring         | 111                | 119           | 148           | \$110         | 115            | 117           | 120           | 122           | 124           | 127           | 130           | 132           | 135           | 137           | 140           | 1,671          |
| Traffic Fines  | Recurring         | 130                | 119           | \$127         | \$117         | 115            | 121           | 127           | 133           | 140           | 147           | 154           | 162           | 170           | 178           | 187           | 1,907          |
| Interest Income                                      | Recurring         | 58                 | 119           | 119           | \$130         | 100            | 100           | 100           | 100           | 100           | 100           | 100           | 100           | 100           | 100           | 100           | 1,367          |
| <b>Subtotal General Purpose</b>                      |                   | <b>7,276</b>       | <b>8,206</b>  | <b>9,132</b>  | <b>9,381</b>  | <b>9,695</b>   | <b>10,142</b> | <b>10,640</b> | <b>11,164</b> | <b>11,713</b> | <b>12,290</b> | <b>12,895</b> | <b>13,531</b> | <b>14,198</b> | <b>14,899</b> | <b>15,635</b> | <b>157,941</b> |
| <b>Fee/Reimbursement Revenues</b>                    |                   |                    |               |               |               |                |               |               |               |               |               |               |               |               |               |               |                |
| Building Permits/Plan Check/Rental Inspections       | Recurring         | 939                | 883           | 1,400         | 1,123         | 1,055          | 1,087         | 1,119         | 1,153         | 1,187         | 1,223         | 1,260         | 1,298         | 1,336         | 1,377         | 1,418         | 16,456         |
| Engineering Fees                                     | Recurring         | 22                 | 27            | 10            | 16            | 15             | 16            | 17            | 17            | 18            | 19            | 20            | 21            | 22            | 23            | 24            | 254            |
| Planning Fees  | Recurring         | 13                 | 12            | 25            | 10            | 10             | 11            | 11            | 12            | 12            | 13            | 13            | 14            | 15            | 16            | 16            | 168            |
| Law Enforcement Fees/Reimbursement Revenues          | Recurring         | 45                 | 108           | 149           | 109           | 112            | 115           | 119           | 122           | 126           | 130           | 134           | 138           | 142           | 146           | 151           | 1,641          |
| Recreation Fees                                      | Recurring         | 73                 | 67            | 79            | 60            | 61             | 64            | 67            | 71            | 74            | 78            | 82            | 86            | 90            | 95            | 99            | 1,016          |
| City Admin Fees                                      | Recurring         | 338                | 308           | 518           | 365           | 400            | 405           | 409           | 414           | 419           | 424           | 429           | 434           | 440           | 446           | 452           | 5,774          |
| Interfund Cost Recoveries (operations)               | Recurring         | 4,942              | 5,546         | 6,183         | 5,852         | 6,164          | 6,698         | 7,227         | 7,790         | 8,389         | 9,013         | 9,664         | 10,342        | 11,049        | 11,785        | 12,553        | 113,025        |
| Interfund Cost Recoveries (charging grant funds)     | one-time          | 17                 | 17            | 0             |               |                |               |               |               |               |               |               |               |               |               |               | 0              |
| Other Miscellaneous Fees & Charges                   | Rec & one-time    | 153                | 308           | 176           | 103           | 99             | 102           | 105           | 108           | 111           | 115           | 118           | 122           | 125           | 129           | 133           | 1,534          |
| <b>Subtotal Fee/Reimbursement Revenues</b>           |                   | <b>6,542</b>       | <b>7,276</b>  | <b>8,540</b>  | <b>7,638</b>  | <b>7,916</b>   | <b>8,497</b>  | <b>9,074</b>  | <b>9,687</b>  | <b>10,337</b> | <b>11,015</b> | <b>11,720</b> | <b>12,454</b> | <b>13,219</b> | <b>14,016</b> | <b>14,846</b> | <b>139,869</b> |
| <b>Total General Operating Revenues</b>              |                   | <b>13,818</b>      | <b>15,482</b> | <b>17,672</b> | <b>17,019</b> | <b>17,611</b>  | <b>18,639</b> | <b>19,715</b> | <b>20,850</b> | <b>22,050</b> | <b>23,304</b> | <b>24,615</b> | <b>25,985</b> | <b>27,418</b> | <b>28,915</b> | <b>30,480</b> | <b>297,810</b> |
| <b>Release of Dutch Slough Fund Balance Reserves</b> | one-time          | <b>0</b>           | <b>0</b>      | <b>0</b>      | <b>559</b>    | <b>0</b>       | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>1,118</b>   |
| <b>Proceeds from the Sale of Property</b>            | one-time          |                    | <b>10</b>     | <b>79</b>     | <b>886</b>    |                |               |               |               |               |               |               |               |               |               |               |                |
| <b>Total Sources of Funds</b>                        |                   | <b>13,818</b>      | <b>15,492</b> | <b>17,751</b> | <b>18,464</b> | <b>17,611</b>  | <b>18,639</b> | <b>19,715</b> | <b>20,850</b> | <b>22,050</b> | <b>23,304</b> | <b>24,615</b> | <b>25,985</b> | <b>27,418</b> | <b>28,915</b> | <b>30,480</b> | <b>298,928</b> |

City of Oakley  
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| (Dollars in Thousands)                               |                    |                 |                 |                 |                  |                   |               |                |                |                |                |                |                |                |                |                |                      |
|--|--------------------|-----------------|-----------------|-----------------|------------------|-------------------|---------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------------|
| Description  | General Character  | Actual<br>13/14 | Actual<br>14/15 | Actual<br>15/16 | Amended<br>16/17 | Proposed<br>17/18 | 18/19         | 19/20          | 20/21          | 21/22          | 22/23          | 23/24          | 24/25          | 25/26          | 26/27          | 27/28          | Total<br>15/16-23/24 |
| <b>Department Expenses</b>                           |                    |                 |                 |                 |                  |                   |               |                |                |                |                |                |                |                |                |                |                      |
| City Council   | Recurring          | 57              | 61              | 59              | 61               | 57                | 64            | 60             | 67             | 63             | 71             | 66             | 74             | 69             | 78             | 73             | 883                  |
| Elections  | Recurring          | 0               | 14              | 0               | 83               | 0                 | 85            | 0              | 92             | 0              | 101            | 0              | 111            | 0              | 122            | 0              | 710                  |
| City Manager   | Recurring          | 403             | 434             | 453             | 476              | 449               | 471           | 495            | 520            | 546            | 573            | 602            | 632            | 663            | 697            | 731            | 7,538                |
| Economic Development                                 | Recurring          | 147             | 194             | 219             | 228              | 266               | 279           | 293            | 308            | 323            | 339            | 356            | 374            | 393            | 413            | 433            | 4,319                |
| Community Outreach                                   | Recurring          | 92              | 125             | 102             | 171              | 96                | 101           | 106            | 111            | 117            | 123            | 129            | 135            | 142            | 149            | 156            | 1,687                |
| Human Resources                                      | Rec & one-time     | 23              | 66              | 65              | 207              | 234               | 104           | 109            | 115            | 120            | 126            | 133            | 139            | 146            | 154            | 161            | 1,998                |
| Maintenance Custodial                                | Recurring          | 48              | 65              | 76              | 57               | 60                | 63            | 66             | 69             | 73             | 77             | 80             | 84             | 89             | 93             | 98             | 986                  |
| City Clerk   | Recurring          | 220             | 234             | 241             | 263              | 272               | 286           | 300            | 315            | 331            | 347            | 365            | 383            | 402            | 422            | 443            | 4,505                |
| Finance  | Recurring          | 541             | 616             | 745             | 675              | 693               | 728           | 764            | 802            | 842            | 884            | 929            | 975            | 1,024          | 1,075          | 1,129          | 11,484               |
| Information Technology                               | Recurring          | 222             | 232             | 237             | 325              | 301               | 316           | 332            | 348            | 366            | 384            | 403            | 424            | 445            | 467            | 490            | 5,129                |
| Public Safety  | Recurring          | 7,445           | 7,915           | 7,515           | 8,528            | 9,226             | 9,917         | 10,494         | 11,416         | 12,159         | 13,174         | 13,832         | 14,754         | 15,492         | 16,496         | 17,321         | 163,970              |
| City Attorney  | Recurring          | 203             | 141             | 199             | 279              | 280               | 294           | 309            | 324            | 340            | 357            | 375            | 394            | 414            | 434            | 456            | 4,624                |
| Animal Control                                       | Recurring          | 194             | 198             | 211             | 223              | 238               | 250           | 262            | 276            | 289            | 304            | 319            | 335            | 352            | 369            | 388            | 3,994                |
| Community Development                                | Rec & one-time     | 326             | 339             | 358             | 381              | 439               | 461           | 379            | 398            | 418            | 439            | 461            | 484            | 508            | 533            | 560            | 6,005                |
| Building Inspection                                  | Recurring          | 472             | 367             | 366             | 467              | 686               | 720           | 756            | 794            | 834            | 876            | 919            | 965            | 1,014          | 1,064          | 1,117          | 10,892               |
| Code Enforcement/Rental Inspections                  | Recurring          | 105             | 264             | 352             | 388              | 345               | 362           | 380            | 399            | 419            | 440            | 462            | 485            | 510            | 535            | 562            | 5,801                |
| Public Works/Engineering                             | Recurring          | 857             | 887             | 1,174           | 1,198            | 1,239             | 1,301         | 1,366          | 1,434          | 1,506          | 1,581          | 1,660          | 1,743          | 1,831          | 1,922          | 2,018          | 20,437               |
| Public Works Maintenance                             | Recurring          | 109             | 162             | 188             | 279              | 268               | 281           | 295            | 310            | 326            | 342            | 359            | 377            | 396            | 416            | 437            | 4,404                |
| Recreation   | Rec & one-time     | 378             | 445             | 505             | 591              | 660               | 693           | 728            | 764            | 802            | 842            | 884            | 929            | 975            | 1,024          | 1,075          | 10,803               |
| Parks  | Recurring          | 372             | 528             | 497             | 563              | 522               | 548           | 576            | 604            | 634            | 666            | 700            | 735            | 771            | 810            | 850            | 8,783                |
| <b>Department Expenditures:</b>                      |                    | <b>12,214</b>   | <b>13,287</b>   | <b>13,562</b>   | <b>15,443</b>    | <b>16,331</b>     | <b>17,325</b> | <b>18,071</b>  | <b>19,467</b>  | <b>20,509</b>  | <b>22,047</b>  | <b>23,035</b>  | <b>24,532</b>  | <b>25,634</b>  | <b>27,273</b>  | <b>28,499</b>  | <b>270,171</b>       |
| <b>Non-Departmental Expenses</b>                     |                    |                 |                 |                 |                  |                   |               |                |                |                |                |                |                |                |                |                |                      |
| Other Non-Departmental Expenses                      | Recurring          | 477             | 494             | 682             | 1,129            | 1,388             | 1,307         | 1,383          | 1,418          | 1,493          | 1,568          | 1,631          | 1,696          | 1,764          | 1,834          | 1,908          | 20,470               |
| Equipment Replacement (exp & reserve)                | Recurring          | 249             | 50              | 100             | 150              | 150               | 160           | 170            | 180            | 190            | 200            | 210            | 220            | 230            | 240            | 250            | 2,450                |
| Capital Facilities Mtc & Replacement (exp & reserve) | Recurring          | 0               | 26              | 50              | 100              | 100               | 150           | 150            | 150            | 150            | 150            | 150            | 150            | 150            | 150            | 150            | 1,750                |
| Interim Needs/Contingency                            | Recurring          | 162             | 138             | 110             | 317              | 784               | 377           | 391            | 419            | 440            | 471            | 491            | 521            | 543            | 575            | 600            | 6,767                |
| Amount charged to Departments                        | Recurring          | (904)           | (819)           | (1,182)         | (1,458)          | (1,796)           | (1,994)       | (2,094)        | (2,167)        | (2,273)        | (2,389)        | (2,481)        | (2,587)        | (2,686)        | (2,800)        | (2,908)        | (29,820)             |
| <b>Total Non-Department Expend.</b>                  |                    | <b>(16)</b>     | <b>(111)</b>    | <b>(240)</b>    | <b>238</b>       | <b>626</b>        | <b>0</b>      | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>0</b>       | <b>1,616</b>         |
| <b>Total Expenditures</b>                            |                    | <b>12,198</b>   | <b>13,176</b>   | <b>13,322</b>   | <b>15,681</b>    | <b>16,957</b>     | <b>17,325</b> | <b>18,071</b>  | <b>19,467</b>  | <b>20,509</b>  | <b>22,047</b>  | <b>23,035</b>  | <b>24,532</b>  | <b>25,634</b>  | <b>27,273</b>  | <b>28,499</b>  | <b>271,787</b>       |
| <b>Net General Operating Revenue (Expense)</b>       |                    | <b>1,620</b>    | <b>2,316</b>    | <b>4,429</b>    | <b>2,783</b>     | <b>654</b>        | <b>1,314</b>  | <b>1,644</b>   | <b>1,383</b>   | <b>1,542</b>   | <b>1,258</b>   | <b>1,581</b>   | <b>1,453</b>   | <b>1,784</b>   | <b>1,642</b>   | <b>1,981</b>   |                      |
| <b>Transfers and Loans</b>                           |                    |                 |                 |                 |                  |                   |               |                |                |                |                |                |                |                |                |                |                      |
| Transfers to Active Roadway Maintenance Programs     | recurring          | (44)            | (100)           | (795)           | (200)            |                   | (275)         | (350)          | (375)          | (450)          | (525)          | (600)          | (600)          | (600)          | (600)          | (600)          | (5,375)              |
| Transfer to Reserve for Roadway Maintenance          | recurring          |                 | (75)            | (150)           | (350)            | (200)             | (275)         | (350)          | (350)          | (450)          | (525)          | (600)          | (600)          | (600)          | (600)          | (600)          | (5,650)              |
| Transfers to Main Street Fund                        | recurring          | (25)            | (100)           | (150)           | (350)            | (350)             | (275)         | (350)          | (375)          | (450)          | (525)          | (600)          | (600)          | (600)          | (600)          | (600)          | (5,825)              |
| Transfers to General Capital Projects Fund           | recurring/one-time | 0               | (18)            |                 | (400)            |                   | 0             | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | 0              | (400)                |
| Loans to Public Facilities Fee Fund/Repayments       | recurring          | (75)            |                 | (35)            | (45)             | (100)             | (100)         | (100)          | (100)          | (100)          | (100)          | (100)          | (100)          | (100)          | (100)          | (100)          | (1,190)              |
| <b>Total Transfers</b>                               |                    | <b>(144)</b>    | <b>(293)</b>    | <b>(1,130)</b>  | <b>(1,345)</b>   | <b>(650)</b>      | <b>(925)</b>  | <b>(1,150)</b> | <b>(1,200)</b> | <b>(1,450)</b> | <b>(1,675)</b> | <b>(1,900)</b> | <b>(1,900)</b> | <b>(1,900)</b> | <b>(1,900)</b> | <b>(1,900)</b> | <b>(18,440)</b>      |
| <b>Use of Fund Balance</b>                           |                    |                 |                 |                 |                  |                   |               |                |                |                |                |                |                |                |                |                |                      |
| For General Fund One Time uses                       | one-time           |                 | (1,490)         | (573)           | (559)            |                   |               |                |                |                |                |                |                |                |                |                |                      |
| Transfer to General Capital Projects Fund            | one-time           | (272)           | (1,140)         | (400)           | (4,000)          | (1,110)           |               |                |                |                |                |                |                |                |                |                |                      |
| Economic Development Loans                           | one-time           | (400)           | (275)           |                 |                  |                   |               |                |                |                |                |                |                |                |                |                |                      |
| Set Aside fund balance for ECCFPD for 4th Station    |                    |                 |                 |                 |                  | (200)             | (150)         |                |                |                |                |                |                |                |                |                | (200)                |
| Land acquisition                                     |                    |                 |                 | (677)           | (746)            | (1,000)           |               |                |                |                |                |                |                |                |                |                |                      |
| Anticipated Sales Tax Allocation Correction          | one-time           | (45)            |                 |                 |                  |                   |               |                |                |                |                |                |                |                |                |                |                      |
| <b>Total Net Sources (Uses) of Funds</b>             |                    | <b>759</b>      | <b>(882)</b>    | <b>1,649</b>    | <b>(3,867)</b>   | <b>(2,306)</b>    | <b>239</b>    | <b>494</b>     | <b>183</b>     | <b>92</b>      | <b>(417)</b>   | <b>(319)</b>   | <b>(447)</b>   | <b>(116)</b>   | <b>(258)</b>   | <b>(119)</b>   |                      |

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|--|----------------------|-----------------|-----------------|-----------------|------------------|-------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|------------------------------|---------------|
| Description                                      | General<br>Character | Actual<br>13/14 | Actual<br>14/15 | Actual<br>15/16 | Amended<br>16/17 | Proposed<br>17/18 | 18/19        | 19/20        | 20/21        | 21/22        | 22/23        | 23/24        | 24/25        | 25/26        | 26/27        | 27/28                        |               |
| <b>Summary of Recurring and One-Time Amounts</b> |                      |                 |                 |                 |                  |                   |              |              |              |              |              |              |              |              |              |                              |               |
| <b>Recurring Activities Summary</b>              |                      |                 |                 |                 |                  |                   |              |              |              |              |              |              |              |              |              |                              |               |
| Revenues   |                      | 13,801          | 15,464          | 17,672          | 17,019           | 17,611            | 18,639       | 19,715       | 20,850       | 22,050       | 23,304       | 24,615       | 25,985       | 27,418       | 28,915       | 30,480                       |               |
| Expenditures/ Including Transfers and Loans      |                      | 12,250          | 13,452          | 14,417          | 16,981           | 17,607            | 18,250       | 19,121       | 20,567       | 21,859       | 23,622       | 24,835       | 26,332       | 27,434       | 29,073       | 30,299                       |               |
| Revenues over (under) Expenditures               |                      | <b>1,551</b>    | <b>2,013</b>    | <b>3,255</b>    | <b>38</b>        | <b>4</b>          | <b>389</b>   | <b>594</b>   | <b>283</b>   | <b>192</b>   | <b>(317)</b> | <b>(219)</b> | <b>(347)</b> | <b>(16)</b>  | <b>(158)</b> | <b>181</b>                   |               |
| <b>One-Time Activities Summary</b>               |                      |                 |                 |                 |                  |                   |              |              |              |              |              |              |              |              |              |                              |               |
| Revenues/Loan Repayments                         |                      | (383)           | (248)           | 79              | 1,445            | 0                 | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0                            |               |
| Expenditures/ Including Transfers and Loans      |                      | 809             | 2,922           | 1,685           | 5,350            | 2,310             | 250          | 100          | 100          | 100          | 100          | 100          | 100          | 100          | 100          | 100                          |               |
| Revenues over (under) Expenditures               |                      | <b>(1,192)</b>  | <b>(3,170)</b>  | <b>(1,606)</b>  | <b>(3,905)</b>   | <b>(2,310)</b>    | <b>(250)</b> | <b>(100)</b> | <b>(100)</b> | <b>(100)</b> | <b>(100)</b> | <b>(100)</b> | <b>(100)</b> | <b>(100)</b> | <b>(100)</b> | <b>(100)</b>                 |               |
| <b>Total Recurring and One-Time</b>              |                      | <b>359</b>      | <b>(1,157)</b>  | <b>1,649</b>    | <b>(3,867)</b>   | <b>(2,306)</b>    | <b>139</b>   | <b>494</b>   | <b>183</b>   | <b>92</b>    | <b>(417)</b> | <b>(319)</b> | <b>(447)</b> | <b>(116)</b> | <b>(258)</b> | <b>81</b>                    |               |
|  |                      |                 |                 |                 |                  |                   |              |              |              |              |              |              |              |              |              | <b>Total<br/>15/16-23/24</b> |               |
| <b>Assigned Revenues/Police</b>                  |                      |                 |                 |                 |                  |                   |              |              |              |              |              |              |              |              |              |                              |               |
| State COPS Grant (SLESF)(F151)                   | one-time             | 117             | 114             | 115             | 100              | 100               | 100          | 100          | 100          | 100          | 100          | 100          | 100          | 100          | 100          | 100                          | 965           |
| P-6 Police Services Assessments                  | Recurring            | 3,058           | 3,338           | 3,485           | 3,843            | 3,948             | 4,372        | 4,784        | 5,225        | 5,695        | 6,185        | 6,694        | 7,224        | 7,775        | 8,347        | 8,943                        | 46,555        |
| School Resource Officer Grant                    | one-time             | 55              | 55              | 55              | 55               | 55                | 55           | 55           | 55           | 55           | 55           | 55           | 55           | 55           | 55           | 55                           | 495           |
| Police Equip./Traffic Grants                     | one-time             |                 |                 |                 |                  |                   |              |              |              |              |              |              |              |              |              |                              | 0             |
| <b>Subtotal Assigned Police Revenues</b>         |                      | <b>3,230</b>    | <b>3,507</b>    | <b>3,655</b>    | <b>3,998</b>     | <b>4,103</b>      | <b>4,527</b> | <b>4,939</b> | <b>5,380</b> | <b>5,850</b> | <b>6,340</b> | <b>6,849</b> | <b>7,379</b> | <b>7,930</b> | <b>8,502</b> | <b>9,098</b>                 | <b>48,015</b> |
|  |                      |                 |                 | 180             |                  | 200               | 200          | 200          | 200          | 200          | 200          | 200          | 200          | 200          | 200          | 200                          |               |
| <b>Restricted Police Expenditures</b>            |                      |                 |                 |                 |                  |                   |              |              |              |              |              |              |              |              |              |                              |               |
| State COPS Grant (SLESF)                         | one-time             | 117             | 100             | 115             | 100              | 100               | 100          | 100          | 100          | 100          | 100          | 100          | 100          | 100          | 100          | 100                          | 901           |
| P-6 Supported Police Services                    | Recurring            | 3,058           | 3,303           | 3,485           | 3,843            | 3,948             | 4,372        | 4,784        | 5,225        | 5,695        | 6,185        | 6,694        | 7,224        | 7,775        | 8,347        | 8,943                        | 44,444        |
| School Resource Officer Grant                    | one-time             | 55              | 55              | 55              | 55               | 55                | 55           | 55           | 55           | 55           | 55           | 55           | 55           | 55           | 55           | 55                           | 495           |
| Police Equip./Traffic Grants                     | one-time             |                 |                 |                 |                  |                   |              |              |              |              |              |              |              |              |              |                              | 0             |
| <b>Subtotal Restricted Police Expenditures</b>   |                      | <b>3,230</b>    | <b>3,458</b>    | <b>3,655</b>    | <b>3,998</b>     | <b>4,103</b>      | <b>4,527</b> | <b>4,939</b> | <b>5,380</b> | <b>5,850</b> | <b>6,340</b> | <b>6,849</b> | <b>7,379</b> | <b>7,930</b> | <b>8,502</b> | <b>9,098</b>                 | <b>45,840</b> |
| <b>Rollover Balances*</b>                        |                      | <b>0</b>        | <b>49</b>       | <b>0</b>        | <b>0</b>         | <b>0</b>          | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>                     | <b>0</b>      |

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|---|-------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|----------------------|
| Description   | General Character | Actual       | Actual       | Actual       | Amended      | Proposed     |              |              |              |              |              |              |              |              |              |              | Total<br>15/16-23/24 |
|   |                   | 13/14        | 14/15        | 15/16        | 16/17        | 17/18        | 18/19        | 19/20        | 20/21        | 21/22        | 22/23        | 23/24        | 24/25        | 25/26        | 26/27        | 27/28        |                      |
| <b>Parks, Landscaping &amp; Lighting Revenues</b>               |                   |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |                      |
| Community Parks (F132)  | Recurring         | 1,132        | 1,110        | 1,144        | 1,165        | 1,196        | 1,264        | 1,334        | 1,405        | 1,477        | 1,551        | 1,626        | 1,703        | 1,781        | 1,861        | 1,943        | 20,122               |
| <i>Loan from General Fund, if necessary</i>                     | <i>one-time</i>   |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              | 0                    |
| Street Lighting (F133)  | w                 | 206          | 216          | 221          | 223          | 226          | 236          | 247          | 257          | 267          | 278          | 288          | 298          | 308          | 319          | 329          | 3,624                |
| <i>Transfer in from Gas Tax Fund</i>                            | <i>one-time</i>   | 156          | 71           | 160          | 102          | 194          | 249          | 262          | 277          | 292          | 309          | 327          | 347          | 368          | 391          | 415          | 3,635                |
| Neighborhood Parks (F170-195)                                   | Recurring         | 1,962        | 2,260        | 2,371        | 2,245        | 2,310        | 2,421        | 2,534        | 2,652        | 2,772        | 2,897        | 3,025        | 3,157        | 3,293        | 3,433        | 3,577        | 37,760               |
| <b>Total Parks, Landscaping &amp; Lighting Revenues</b>         |                   | <b>3,456</b> | <b>3,657</b> | <b>3,896</b> | <b>3,735</b> | <b>3,926</b> | <b>4,170</b> | <b>4,377</b> | <b>4,590</b> | <b>4,809</b> | <b>5,034</b> | <b>5,266</b> | <b>5,505</b> | <b>5,750</b> | <b>6,003</b> | <b>6,264</b> | <b>65,140</b>        |
| <b>Parks, Landscaping &amp; Lighting Expenditures</b>           |                   |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |                      |
| Community Parks   | Recurring         | 891          | 878          | 902          | 1,269        | 1,414        | 1,485        | 1,559        | 1,637        | 1,719        | 1,805        | 1,895        | 1,990        | 2,089        | 2,194        | 2,303        | 22,855               |
| <i>Repay General Fund Loans</i>                                 | <i>one-time</i>   | 88           | 44           |              |              |              |              |              |              |              |              |              |              |              |              |              | 0                    |
| Street Lighting   | Recurring         | 337          | 378          | 380          | 363          | 447          | 469          | 493          | 517          | 543          | 570          | 599          | 629          | 660          | 693          | 728          | 7,256                |
| Neighborhood Parks  | Recurring         | 1,740        | 1,773        | 2,632        | 2,411        | 2,311        | 2,427        | 2,548        | 2,675        | 2,809        | 2,949        | 3,097        | 3,252        | 3,414        | 3,585        | 3,764        | 38,262               |
| <b>Total Parks, Landscaping &amp; Lighting Expenditures</b>     |                   | <b>3,056</b> | <b>3,073</b> | <b>3,914</b> | <b>4,043</b> | <b>4,172</b> | <b>4,381</b> | <b>4,600</b> | <b>4,830</b> | <b>5,071</b> | <b>5,325</b> | <b>5,591</b> | <b>5,870</b> | <b>6,164</b> | <b>6,472</b> | <b>6,796</b> | <b>68,374</b>        |
| <b>Rollover Balances</b>  |                   |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |                      |
| <b>Community Parks (Including Loans &amp; Reserves)</b>         |                   | 1,196        | 1,428        | 1,670        | 1,566        | 1,348        | 1,128        | 902          | 670          | 429          | 175          | (94)         | (380)        | (688)        | (1,020)      | (1,380)      |                      |
| <b>Street Lighting (Including Reserves)</b>                     |                   | 174          | 83           | 84           | 46           | 19           | 35           | 51           | 67           | 83           | 99           | 115          | 131          | 147          | 163          | 179          |                      |
| <b>Neighborhood Parks (Including Reserves)</b>                  |                   | 4,897        | 5,384        | 5,123        | 4,957        | 4,956        | 4,950        | 4,936        | 4,913        | 4,876        | 4,823        | 4,751        | 4,656        | 4,534        | 4,381        | 4,194        |                      |
| <b>Roadway Maintenance Revenues</b>                             |                   |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |                      |
| Gas Tax Revenues (F140)   | Recurring         | 1,084        | 1,082        | 866          | 771          | 1,078        | 1,132        | 1,188        | 1,248        | 1,310        | 1,376        | 1,445        | 1,517        | 1,593        | 1,672        | 1,756        | 17,229               |
| Measure J Revenues (F148)                                       | Recurring         | 510          | 509          | 530          | 548          | 577          | 606          | 636          | 668          | 701          | 736          | 773          | 812          | 852          | 895          | 940          | 9,293                |
| Transfers in from the General Fund                              |                   | 69           | 1,165        | 945          | 300          | 300          | 550          | 700          | 750          | 900          | 1,050        | 1,200        | 1,200        | 1,200        | 1,200        | 1,200        | 10,850               |
| General Fund Transfers to the Street Maintenance Reserve Fund   |                   |              | 75           | 150          | 350          | 200          |              |              |              |              |              |              |              |              |              |              |                      |
| Streets Related Grants  |                   |              |              | 1,054        | 1,400        |              |              |              |              |              |              |              |              |              |              |              |                      |
| <b>Total Roadway Maintenance Revenues</b>                       |                   | <b>1,663</b> | <b>2,831</b> | <b>3,545</b> | <b>3,369</b> | <b>2,155</b> | <b>2,288</b> | <b>2,525</b> | <b>2,666</b> | <b>2,912</b> | <b>3,162</b> | <b>3,418</b> | <b>3,529</b> | <b>3,645</b> | <b>3,767</b> | <b>3,896</b> | <b>37,372</b>        |
| <b>Roadway Maintenance Expenditures</b>                         |                   |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |                      |
| Gas Tax Expenditures for roadway repairs & maintenance          | Recurring         | 425          | 470          | 492          | 584          | 871          | 883          | 926          | 971          | 1,018        | 1,067        | 1,117        | 1,170        | 1,225        | 1,282        | 1,341        | 13,202               |
| <i>Transfer to Street Lighting Fund</i>                         | <i>one-time</i>   | (156)        | (71)         | (160)        | (102)        | (194)        | (249)        | (262)        | (277)        | (292)        | (309)        | (327)        | (347)        | (368)        | (391)        | (415)        | (3,635)              |
| <i>Used for Capital Projects (for new or expanded roadways)</i> | <i>one-time</i>   | (496)        | (342)        | (894)        | (294)        |              |              |              |              |              |              |              |              |              |              |              | (681)                |
| Measure C/J Expenditures for roadway repairs & maintenance      | Recurring         | 76           | 92           | 102          | 204          | 322          | 606          | 636          | 668          | 701          | 736          | 773          | 812          | 852          | 895          | 940          | 8,581                |
| <i>Used for Capital Projects (for new or expanded roadways)</i> | <i>one-time</i>   | (468)        | (724)        | (759)        | (498)        | (680)        |              |              |              |              |              |              |              |              |              |              | (1,482)              |
| Use of General Fund Transfers                                   | <i>one-time</i>   | 98           | 1,240        | 1,095        | 300          | 550          | 700          | 750          | 900          | 1,050        | 1,200        | 1,200        | 1,200        | 1,200        | 1,200        | 1,200        | 10,250               |
| Use of Street Maintenance Reserves                              |                   |              | 0            |              |              |              |              |              |              |              |              |              |              |              |              |              |                      |
| <b>Total Roadway Maintenance Expenditures &amp; Transfers</b>   |                   | <b>1,719</b> | <b>2,939</b> | <b>3,502</b> | <b>1,682</b> | <b>2,367</b> | <b>2,288</b> | <b>2,525</b> | <b>2,666</b> | <b>2,912</b> | <b>3,162</b> | <b>3,418</b> | <b>3,529</b> | <b>3,645</b> | <b>3,767</b> | <b>3,896</b> | <b>37,831</b>        |
| <b>Rollover Balances</b>  |                   | <b>1,397</b> | <b>1,289</b> | <b>1,332</b> | <b>3,019</b> | <b>2,807</b> | <b>2,807</b> | <b>2,807</b> | <b>2,807</b> | <b>2,807</b> | <b>2,807</b> | <b>2,807</b> | <b>2,807</b> | <b>2,807</b> | <b>2,807</b> | <b>2,807</b> | <b>2,807</b>         |

City of Oakley  
10 Year Plan  
For Inclusion in the  
FY 2017-18  
Recommended Budget

| Description  | (Dollars in Thousands) |              |              |              |               |                |              |              |              |              |              |              |              |              |              |              |                   |
|--|------------------------|--------------|--------------|--------------|---------------|----------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-------------------|
|  | General Character      | Actual 13/14 | Actual 14/15 | Actual 15/16 | Amended 16/17 | Proposed 17/18 | 18/19        | 19/20        | 20/21        | 21/22        | 22/23        | 23/24        | 24/25        | 25/26        | 26/27        | 27/28        | Total 15/16-23/24 |
| <b>Drainage and Stormwater Revenues</b>            |                        |              |              |              |               |                |              |              |              |              |              |              |              |              |              |              |                   |
| Community Facilities District Assessments (F110)   | Recurring              | 293          | 297          | 305          | 307           | 314            | 323          | 333          | 343          | 353          | 364          | 375          | 386          | 398          | 410          | 422          | 4,804             |
| Stormwater Assessments (F145)                      | Recurring              | 489          | 501          | 529          | 462           | 462            | 476          | 490          | 505          | 520          | 536          | 552          | 568          | 585          | 603          | 621          | 6,856             |
| <b>Total Drainage and Stormwater Revenues</b>      |                        | <b>782</b>   | <b>798</b>   | <b>834</b>   | <b>769</b>    | <b>776</b>     | <b>799</b>   | <b>823</b>   | <b>848</b>   | <b>873</b>   | <b>900</b>   | <b>927</b>   | <b>954</b>   | <b>983</b>   | <b>1,013</b> | <b>1,043</b> | <b>11,660</b>     |
| <b>Drainage and Stormwater Expenditures</b>        |                        |              |              |              |               |                |              |              |              |              |              |              |              |              |              |              |                   |
| Community Facilities District Drainage Maintenance | Recurring              | 75           | 344          | 447          | 183           | 219            | 323          | 333          | 343          | 353          | 364          | 375          | 386          | 398          | 410          | 422          | 4,336             |
| Stormwater Program Expenditures                    | Recurring              | 404          | 426          | 789          | 1,504         | 526            | 476          | 490          | 505          | 520          | 536          | 552          | 568          | 585          | 603          | 621          | 9,197             |
| <b>Total Drainage and Stormwater Expenditures</b>  |                        | <b>479</b>   | <b>770</b>   | <b>1,236</b> | <b>1,687</b>  | <b>745</b>     | <b>799</b>   | <b>823</b>   | <b>848</b>   | <b>873</b>   | <b>900</b>   | <b>927</b>   | <b>954</b>   | <b>983</b>   | <b>1,013</b> | <b>1,043</b> | <b>13,533</b>     |
| <b>Rollover Balances</b>                           |                        | <b>2,737</b> | <b>2,765</b> | <b>2,363</b> | <b>1,445</b>  | <b>1,476</b>   | <b>1,476</b> | <b>1,476</b> | <b>1,476</b> | <b>1,476</b> | <b>1,476</b> | <b>1,476</b> | <b>1,476</b> | <b>1,476</b> | <b>1,476</b> | <b>1,476</b> |                   |
| <b>Other Grant Revenues</b>                        |                        |              |              |              |               |                |              |              |              |              |              |              |              |              |              |              |                   |
| Recycling Grant                                    | one-time               | 24           | 10           | 10           | 60            | 26             | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 156               |
| Oakley Welcoming (You+Me=We)                       | one-time               | 72           | 40           | 55           | 60            | 0              | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 123               |
| Recreation Grants (Misc)                           | one-time               | 0            | 0            | 0            | 0             | 0              | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0                 |
| <i>Vesper Grant</i>                                | one-time               | 27           | 19           | 19           | 0             | 0              | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0                 |
| Urban Forestry Grant                               | one-time               | 22           |              |              |               |                |              |              |              |              |              |              |              |              |              |              |                   |
| Measure WW   | one-time               |              | 405          |              |               |                |              |              |              |              |              |              |              |              |              |              |                   |
| <b>Total Other Grant Revenues</b>                  |                        | <b>145</b>   | <b>474</b>   | <b>84</b>    | <b>120</b>    | <b>26</b>      | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>279</b>        |
| <b>Other Grant Expenditures</b>                    |                        |              |              |              |               |                |              |              |              |              |              |              |              |              |              |              |                   |
| Recycling Grant                                    | one-time               | 24           | -            | 10           | 60            | 26             | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 146               |
| Oakley Welcoming (You+Me=We)                       | one-time               | 72           | 69           | 55           | 60            | 0              | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 137               |
| Recreation Grants (Misc)                           | one-time               |              | 0            |              | 0             | 0              | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0                 |
| <i>Vesper Grant</i>                                | one-time               | 27           | 19           | 19           | 0             | 0              | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 1                 |
| Urban Forestry Grant                               | one-time               | 22           |              |              |               |                |              |              |              |              |              |              |              |              |              |              |                   |
| Measure WW   | one-time               | 111          | 298          |              |               |                |              |              |              |              |              |              |              |              |              |              |                   |
| <b>Total Other Grant Expenditures</b>              |                        | <b>256</b>   | <b>386</b>   | <b>84</b>    | <b>120</b>    | <b>26</b>      | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>0</b>     | <b>284</b>        |
| <b>Rollover Balances</b>                           |                        |              |              |              |               |                |              |              |              |              |              |              |              |              |              |              |                   |
| Recycling Grant                                    |                        | 0            | 10           | 10           | 10            | 10             | 10           | 10           | 10           | 10           | 10           | 10           | 10           | 10           | 10           | 10           |                   |
| Oakley Welcoming (You+Me=We)                       |                        | 0            | (29)         | (29)         | (29)          | (29)           | (29)         | (29)         | (29)         | (29)         | (29)         | (29)         | (29)         | (29)         | (29)         | (29)         |                   |
| Recreation Grants                                  |                        | 0            | 0            | 0            | 0             | 0              | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            |                   |
| <i>Vesper Grant</i>                                |                        | 0            | 0            | 0            | 0             | 0              | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            |                   |
| Urban Forestry Grant                               |                        | 0            | 0            | 0            | 0             |                |              |              |              |              |              |              |              |              |              |              |                   |
| Measure WW   |                        | (111)        | (4)          | (4)          | 0             |                |              |              |              |              |              |              |              |              |              |              |                   |
| <b>Qualifying Capital Projects</b>                 | <i>recurring</i>       | 0            | 0            | 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          | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0            | 0 |
| For Loans/Interfund Advances Receivable                    | 1,409        | 2,217        | 2,096        | 2,126        | 2,211        | 2,296        | 2,381        | 2,466        | 2,551        | 2,636        | 2,636        | 2,721        | 2,721        | 2,806        | 2,806        |   |
| Receivable for State Prop 1A Loan                          |              |              |              |              |              |              |              |              |              |              |              |              |              |              |              |   |
| For Termination Payouts                                    | 118          | 133          | 133          | 133          | 133          | 133          | 133          | 133          | 133          | 133          | 133          | 133          | 133          | 133          | 133          |   |
| Land Held for Resale (4)                                   | 2,222        | 2,222        | 4,281        | 4,281        | 4,281        | 4,281        | 4,281        | 4,281        | 4,281        | 4,281        | 4,281        | 4,281        | 4,281        | 4,281        | 4,281        |   |
| Funds held for Redevelopment dispute resolution with State | 1,575        |              |              |              |              |              |              |              |              |              |              |              |              |              |              |   |
| <b>Unrestricted Fund Balances</b>                          | <b>7,702</b> | <b>7,643</b> | <b>9,312</b> | <b>5,894</b> | <b>3,588</b> | <b>3,842</b> | <b>4,351</b> | <b>4,549</b> | <b>4,656</b> | <b>4,254</b> | <b>3,950</b> | <b>3,518</b> | <b>3,417</b> | <b>3,174</b> | <b>3,070</b> |   |
| as a % of the Next Year's General Fund Expenditures        |              | 34%          | 61%          | 34%          | 20%          | 20%          | 21%          | 21%          | 20%          | 17%          | 15%          | 13%          | 12%          | 10%          | 1%           |   |

(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.

**Definition of Changes and Assumptions for 17/18 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 reflects annual growth of 5%.

TOT and Business License Tax reflect annual growth of 5%.

Franchise Fees reflect increases anticipated from the new Solid Waste Franchise Agreement and annual growth of 5%.

Traffic Fines reflect annual growth of 5%.

Interest Income is expected to rise as interest rates rise, but are estimated at today's low levels to maintain conservatism.

P-6 revenue growth is based on projected subdivision activity

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 allow for growth of 5% each year with plans to add one officer approximately every two years to maintain current staffing ratios beginning in FY 18/19.

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 .

Equipment Replacement (exp & reserve) costs are based on expected depreciation of equipment so that equipment can be replaced at the end of their useful lives.

The Facilities Maintenance and Replacement (exp & reserve) costs are included to provide for unfunded expenses anticipated in the upcoming 5 years, as needed.

The General Fund Contingency is approximately 2% of General Fund proposed operating expenses.

The General Fund Contingency is intended to be used for special projects/demands and remains separate from Fund Balances that act as reserves for economic uncertainties.

The amount charged to Departments accounts for the fact that non-departmental costs are allocated and thus already included in the departmental expenditures.

**Transfers and Loans**

*Where included, transfers to Roadway Maintenance Programs reflect the ongoing need to augment street maintenance with General Fund transfers.*

*Where included, transfers to fund the Reserve for Roadway Maintenance are set aside during good times so that maintenance activities can be 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. Fiscal Year 16/17 shows the amount to be appropriated.*

**Assigned Revenues**

P-6 revenues are projected to grow with development and per officer costs: New Development is now projected for 200 units in 16/17 and 17/18, and 250 per year thereafter.

The growth in officer costs is being projected at 5% per year.

Parks revenues are estimated to grow with development and include adjustments of 3% each year for inflation on those portions subject to inflation factors.

Use of park asset replacement reserves are appropriations of fund balance for use, as needed, and are excluded from the projections.

Roadway Maintenance revenues are estimated to grow with development, and when possible will include additional transfers from the General Fund.

Transfers of Gas Tax funds to Street Lighting are shown to continue, even with development. This largely is a reflection of the expectation that utility costs will grow faster than the assessment.

Transfers of Gas Tax and Measure C/J revenues to capital projects are shown only to the extent reflected in the current Capital Improvement Plan, and afterwards are discontinued. This reflects

the expectation that 5 years from now, more funds will need to be available for street maintenance and less for capital improvements.

Drainage and Stormwater assessment revenues are projected to grow 3% per year.

**Assigned Expenditures**

Community Parks expenditures are limited to growth of 5% per year in order to continue repaying the General Fund loan and adequately funding its reserve for Resurfacing and Equipment Replacement.

As more of our community parks are at least several years old, starting in 14/15, 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 14/15, 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<br>County Sheriff     | Dispatch                                   | \$550,000        | General Fund – Taxes   | \$550,000        |
|                                    | Forensics and<br>Other Support<br>Services | \$153,500        | P-6 Special Taxes  | \$54,500         |
|                                    |  |                  | Annual State COPS Grant<br>(Supplemental Law<br>Enforcement Services<br>Funds) | \$99,000         |
|                                    | <b>Total</b>                               | <b>\$703,500</b> | <b>Total Contract</b>  | <b>\$703,500</b> |
| County Animal<br>Services          | Animal<br>Control                          | \$238,438        | General Fund-Taxes   | \$238,438        |
| County Library                     | Augmented<br>Library<br>Services           | \$17,725         | General Fund- Taxes  | \$17,725         |
| Antai Network<br>Services          | Information<br>Services                    | \$169,860        | General Fund-Taxes 65%   | \$110,409        |
|                                    |  |                  | Cost Recoveries 35%  | \$59,451         |
|                                    |  |                  | <b>Total Contract</b>  | <b>\$169,860</b> |
| Dean Hurney<br>Inspection Svcs     | Plan Check/<br>ADA                         | \$100,000        | General Fund – Permit<br>Fees  | \$100,000        |
| TRB                                | Plan Check                                 | \$120,000        | General Fund – Permit<br>Fees  | \$120,000        |
| St Francis<br>Electric             | Signal<br>Maintenance                      | \$54,600         | Gas Tax  | \$54,600         |
|                                    | Street Light<br>Maintenance                | \$28,700         | Lighting Assessments   | \$28,700         |
| Marina<br>Landscape<br>Maintenance | Parks and<br>Landscaping<br>Maintenance    | \$324,000        | Landscape Assessments  | \$324,000        |

| Contractor   | Services                            |           | Funding Summary                     |                  |
|--|-------------------------------------|-----------|-------------------------------------|------------------|
| TerraCare Landscape Co.                            | Parks and Landscaping Maintenance   | \$640,000 | Landscape Assessments               | \$640,000        |
| Commercial Support Services                        | Park Maintenance Services           | \$85,000  | Landscape Assessments               | \$85,000         |
| KB Security  | Cameras and Video Surveillance      | \$75,000  | General Fund Taxes                  | \$10,000         |
|  |                                     |           | Landscape Assessments               | \$65,000         |
| Cota Cole & Associates                             | Legal Services                      | \$190,000 | General Fund Taxes                  | \$150,000        |
|  |                                     |           | Capital Projects and/or Other Funds | \$25,000         |
|  |                                     |           | Successor Agency                    | \$15,000         |
|  |                                     |           | <b>Total Contract</b>               | <b>\$190,000</b> |
| Municipal Pooling Authority of Northern California | Insurance and Claims Administration | \$676,814 | General Fund Taxes 65%              | \$439,929        |
|  |                                     |           | Cost Recoveries 35%                 | \$236,885        |
|  |                                     |           | <b>Total Contract</b>               | <b>\$676,814</b> |
| Shine House Cleaning                               | Janitorial & Building Maintenance   | \$52,000  | General Fund Taxes 65%              | \$33,800         |
|  |                                     |           | Cost Recoveries 35%                 | \$18,200         |
|  |                                     |           | <b>Total Contract</b>               | <b>\$52,000</b>  |





## APPROPRIATIONS LIMIT

The passage of Propositions 4 and 111 defined the basis for an annual appropriation limit for state and local entities. The limit is applicable to the spending of taxes, as defined in the Constitution and in State Proposition 4/111 implementation Guidelines. Fees and voter approved special taxes are exempted. The Limit is recalculated each year and applied to appropriations subject to the limit. The calculation of the Limit allows for increases proportional to increases in population and growth in the State per capita income, and/or growth in commercial and industrial assessed values. The City's Limit for fiscal year 2017-2018 is \$10,699,525.

### CITY OF OAKLEY APPROPRIATIONS LIMIT CALCULATION FOR FISCAL YEAR 2017-2018

|   |                     |
|---|---------------------|
| <i>Beginning Limit ( FY 2016-2017):</i>                                     | \$10,100,590        |
| <i>Per Capita Income Growth Factor</i>                                      | X1.0369             |
| <i>Higher of:</i>   |                     |
| <i>County Population Growth Factor or City<br/>Population Growth Factor</i> | <u>x1.0216</u>      |
| <i>Limit ( FY 2016-2017):</i>   | <u>\$10,699,525</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 2017-2018 calculation.*

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## GLOSSARY OF BUDGET TERMINOLOGY

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

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

**Internal Service Fund (ISF)**

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

**Lighting and Landscaping District:**

The City has established a separate District to manage and fund 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.



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

**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 2017/18 to 2021/22

**RECOMMENDED**





City of Oakley  
 FY 2017 /18 Project Summary  
 Capital Improvement Program for Fiscal Years 2017/18 to 2021/22

| FY 17/18 Proposed Revenues |  | General Capital Projects | Main Street Fund | TIF       | Measure J | Gas Tax   | Stormwater Fund | 2012 Bond Benefit | Facility Fund | Regional Park Fund | Park Impact Fee | Downtown Revitalization Fund | Grant |
|----------------------------|--|--------------------------|------------------|-----------|-----------|-----------|-----------------|-------------------|---------------|--------------------|-----------------|------------------------------|-------|
|                            |  | 155,619                  | 235,181          | 2,117,733 | 142,651   | 106,472   | 73,934          | 549,514           | 121,270       | (550,000)          | (29,204)        | 100,000                      | -     |
|                            |  | +                        |                  | 2,400,000 | 576,750   | 1,078,621 | 461,000         | (64,000)          |               | 550,000            | 600,000         | 156,000                      | -     |
|                            |  | 1,560,000                | 350,000          | 700,000   | 300,000   |           | (526,210)       | (250,000)         | 100,000       | -                  | -               | 250,000                      | -     |
|                            |  | (-)                      |                  |           | (64,460)  | (784,844) |                 |                   |               |                    |                 | (141,000)                    | -     |
|                            |  | (-)                      |                  | (157,130) | (257,777) | (280,343) |                 |                   |               |                    |                 |                              | -     |
|                            |  | 203,981                  | 585,181          | 5,060,601 | 696,964   | 119,945   | 8,724           | 363,514           | 221,270       | -                  | 1,229,204       | 365,000                      | -     |

| FY 17/18 Proposed Expenditures |   | General Capital Fund | Main Street Fund | TIF       | Measure J | Gas Tax | Stormwater Fund | 2012 Bond Benefit | Facility Fund | Community Park Fund | Park Impact Fee | Downtown Revitalization Fund | Grant       |
|--------------------------------|---|----------------------|------------------|-----------|-----------|---------|-----------------|-------------------|---------------|---------------------|-----------------|------------------------------|-------------|
| #                              | Project   |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 165                            | Main Street Realignment Project                                       |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 176                            | Oakley Community Park Project   |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 177                            | Belch Island Road Culvert Rehabilitation Project                      |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 186                            | West Cypress Road Bridge at Contra Costa Canal Reconstruction Project |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 187                            | Main Street Bridge at Contra Costa Canal Rehabilitation Project       |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 189                            | Piper Lane Drainage Channel Trash Capture Device Project              |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 191                            | Laurel Road/Rose Avenue Intersection Improvement Project              |                      |                  | 400,000   |           |         |                 |                   |               |                     |                 |                              |             |
| 193                            | Public Works Operations Building Rehabilitation Project               |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 194                            | Oakley Recreation Center Project                                      |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 196                            | Laurel Road (Rose Avenue to Mellowood Drive) Widening Project         |                      |                  | 3,400,000 |           |         |                 |                   |               |                     |                 |                              |             |
| 197                            | Oakley Community Dog Park Project                                     |                      |                  |           |           |         |                 |                   |               |                     | 350,000         |                              |             |
| 198                            | 3330 Main Street Building Remodeling Project                          |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 199                            | FY 2017/18 Garb, Gutter, & Sidewalk Repair and Reconstruction Project |                      |                  |           |           |         |                 |                   |               |                     |                 |                              |             |
| 200                            | FY 2017/18 Traffic Signal Modernization Project                       |                      |                  | 150,000   |           |         |                 |                   |               |                     |                 |                              |             |
| 201                            | FY 2017/18 Traffic Calming Project                                    |                      |                  | 15,000    |           |         |                 |                   |               |                     |                 |                              |             |
| 202                            | FY 2017/18 Street Restriping Project                                  |                      |                  | 15,000    |           |         |                 |                   |               |                     |                 |                              |             |
| 203                            | FY 2017/18 Street Repair and Resurfacing Project                      |                      |                  | 800,000   |           |         |                 |                   |               |                     |                 |                              |             |
| 204                            | Police Dept. Locker Room/Detective Room Expansion Project             |                      |                  | 150,000   |           |         |                 |                   |               |                     |                 |                              |             |
| 205                            | Downtown Train Platform Station & Parking Lot Phase 1 Project         |                      | 563,613          |           |           |         |                 |                   | 150,000       |                     |                 |                              |             |
| 206                            | Abbate Field at Sunnyside Park Project                                |                      |                  |           |           |         |                 |                   |               |                     |                 |                              | 4,350,187   |
| 207                            | Senior Center Renovation Project                                      |                      | 50,000           |           |           |         |                 |                   |               |                     |                 |                              |             |
| 208                            | Laurel Road Reconstruction (Mellowood Drive to Main Street) Project   |                      |                  | 175,000   |           |         |                 |                   |               |                     |                 |                              |             |
| 209                            | FY 2017-18 ADA Implementation Plan Project                            |                      |                  | 50,000    |           |         |                 |                   |               |                     |                 |                              |             |
| 210                            | Development Services Counter Renovations Project                      |                      | 60,000           |           |           |         |                 |                   |               |                     |                 |                              |             |
| 211                            | Main Street/Rose Avenue Intersection Improvement Project              |                      |                  | 250,000   |           |         |                 |                   |               |                     |                 |                              |             |
| 212                            | East Cypress Road (Marchado Lane to Sillers Avenue) Widening Project  |                      |                  | 450,000   |           |         |                 |                   |               |                     |                 |                              |             |
|                                | <b>Total</b>  | 160,000              | 563,613          | 4,825,000 | 600,000   | 119,945 | 8,724           | 33,514            | 150,000       | -                   | 1,200,000       | 350,000                      | 4,445,187   |
|                                | Remaining Unassigned Balances   | 43,981               | 21,568           | 235,601   | 96,964    |         |                 |                   | 71,270        |                     | 29,204          | 15,000                       | (4,445,187) |

**City of Oakley  
Funding Summary**

**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

| Funding Source               | 17/18        | 18/19        | 19/20        | 20/21        | 21/22        | Total         |
|------------------------------|--------------|--------------|--------------|--------------|--------------|---------------|
|                              |              |              |              |              |              |               |
| Traffic Impact Fee           | \$ 2,400,000 | \$ 2,400,000 | \$ 2,000,000 | \$ 2,000,000 | \$ 2,000,000 | \$ 10,800,000 |
| CFD Fund                     | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -          |
| Stormwater Fund              | \$ 461,000   | \$ 450,000   | \$ 450,000   | \$ 450,000   | \$ 450,000   | \$ 2,261,000  |
| Park Impact Fee              | \$ 600,000   | \$ 200,000   | \$ 200,000   | \$ 200,000   | \$ 200,000   | \$ 1,400,000  |
| Measure J                    | \$ 576,750   | \$ 550,000   | \$ 550,000   | \$ 550,000   | \$ 550,000   | \$ 2,776,750  |
| Gas Tax                      | \$ 1,078,621 | \$ 1,600,000 | \$ 1,600,000 | \$ 1,200,000 | \$ 800,000   | \$ 6,278,621  |
| Main Street Fund             | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -          |
| Grant                        | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -          |
| Facility Fund                | \$ -         | \$ 25,000    | \$ 25,000    | \$ 25,000    | \$ 25,000    | \$ 100,000    |
| 2012 Bond Benefit            | \$ 64,000    | \$ 50,000    | \$ 50,000    | \$ 50,000    | \$ 50,000    | \$ 264,000    |
| Downtown Revitalization Fund | \$ 156,000   | \$ 100,000   | \$ 100,000   | \$ 100,000   | \$ 100,000   | \$ 556,000    |
| LLD                          | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -          |
| General Capital Fund         | \$ -         | \$ 600,000   | \$ 900,000   | \$ 1,200,000 | \$ 1,300,000 | \$ 4,000,000  |
| <b>Total</b>                 | \$ 5,336,371 | \$ 5,975,000 | \$ 5,875,000 | \$ 5,775,000 | \$ 5,475,000 | \$ 28,436,371 |

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |   |                                  |                              |
|--------------------------|---|----------------------------------|------------------------------|
| <b>Project Title:</b>    | Main Street Realignment and Improvement Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Streets   | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Street realignment and reconstruction           | <b>Project Number:</b>           | 165                          |
| <b>Project Priority:</b> | Immediate                                       | <b>In Successor Agency Area:</b> | Yes                          |

**Project Description:** This street realignment and reconstruction project will improve the downtown infrastructure and enhance the economic vitality of downtown area.

**Project Justification:** Building upon the success of the downtown and Main Street improvements from 2012, this project reconstructs Main Street from Norcross Lane to 5th Street. The improvements include construction of a new traffic signal at Norcross Lane, new streetscape, new curb gutter and sidewalk, a new gateway monument at 2nd Street median, and decorative street lighting. The Federal grant for this project provides a great opportunity to improve Main Street and promote the growth and vitality of downtown Oakley. The construction of the project has begun and it is anticipated to be completed before the 2017 holiday season.

**PROJECT FINANCING DETAILS**

| Project Expenditures | 16/17               | 17/18       | 18/19       | 19/20       | 20/21       | 21/22       | Total               |
|----------------------|---------------------|-------------|-------------|-------------|-------------|-------------|---------------------|
| Planning & Design    | \$ 175,000          |             |             |             |             |             | \$ 175,000          |
| Environmental        |                     |             |             |             |             |             | \$ -                |
| Right of Way         | \$ 25,000           |             |             |             |             |             | \$ 25,000           |
| Construction         | \$ 1,000,000        |             |             |             |             |             | \$ 1,000,000        |
| Operating Costs      |                     |             |             |             |             |             | \$ -                |
| <b>TOTAL</b>         | <b>\$ 1,200,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 1,200,000</b> |
|                      |                     |             |             |             |             |             |                     |
| Project Funding      | 16/17               | 17/18       | 18/19       | 19/20       | 20/21       | 21/22       | Total               |
| Traffic Impact Fee   | \$ 700,000          |             |             |             |             |             | \$ 700,000          |
| L&L District         |                     |             |             |             |             |             | \$ -                |
| Public Facilities    |                     |             |             |             |             |             | \$ -                |
| Park Impact Fee      |                     |             |             |             |             |             | \$ -                |
| General Capital Fund |                     |             |             |             |             |             | \$ -                |
| Measure J            | \$ 300,000          |             |             |             |             |             | \$ 300,000          |
| Gas Tax              | \$ 50,000           |             |             |             |             |             | \$ 50,000           |
| Stormwater Fund      |                     |             |             |             |             |             | \$ -                |
| 2012 Bond Rebate     |                     |             |             |             |             |             | \$ -                |
| Main Street Fund     | \$ 150,000          |             |             |             |             |             | \$ 150,000          |
| Grant                |                     |             |             |             |             |             | \$ -                |
| <b>TOTAL</b>         | <b>\$ 1,200,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 1,200,000</b> |

**Comments:** The City has secured a Federal grant(\$1.4M) , 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 for this project.

**City of Oakley  
Capital Improvement Project Information Sheet  
Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |                               |                                  |                              |
|--------------------------|-------------------------------|----------------------------------|------------------------------|
| <b>Project Title:</b>    | Oakley Community Park Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Park                          | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Park Facility Construction    | <b>Project Number:</b>           | 176                          |
| <b>Project Priority:</b> | Moderate                      | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will design and construct a Community Park at north end of Sellers Road.

**Project Justification:** This project transforms a 55 acre site at the end of Sellers Avenue that will be given to the City as part of the development agreements with the Emerson and Gilbert Ranch projects. This 55 acre site has a number of older buildings and facilities related to a dairy farm that has been closed for decades. This project will clean up the site and construct a Community Park that will be a destination point for the community. The first phase of this project is to complete the Environmental Impact Review (EIR) for the site, as well as to demolish and remove the old and abandoned buildings. Concurrently the City is pursuing grant funding for the future phases of this project.

**PROJECT FINANCING DETAILS**

| Project Expenditures | 16/17             | 17/18       | 18/19       | 19/20       | 20/21       | 21/22       | Total             |
|----------------------|-------------------|-------------|-------------|-------------|-------------|-------------|-------------------|
| Planning & Design    | \$ 100,000        |             |             |             |             |             | \$ 100,000        |
| Environmental        | \$ 150,000        |             |             |             |             |             | \$ 150,000        |
| Right of Way         |                   |             |             |             |             |             | -                 |
| Construction         | \$ 300,000        |             |             |             |             |             | \$ 300,000        |
| Operating Costs      |                   |             |             |             |             |             | -                 |
| <b>TOTAL</b>         | <b>\$ 550,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 550,000</b> |
| Project Funding      | 16/17             | 17/18       | 18/19       | 19/20       | 20/21       | 21/22       | Total             |
| Traffic Impact Fee   |                   |             |             |             |             |             | \$ -              |
| L&L District         |                   |             |             |             |             |             | \$ -              |
| Community Park Fund  | \$ 550,000        |             |             |             |             |             | \$ 550,000        |
| Park Impact Fee      |                   |             |             |             |             |             | \$ -              |
| Redevelopment        |                   |             |             |             |             |             | \$ -              |
| Measure J            |                   |             |             |             |             |             | \$ -              |
| Gas Tax              |                   |             |             |             |             |             | \$ -              |
| Developer            |                   |             |             |             |             |             | \$ -              |
| Grant (see comments) |                   |             |             |             |             |             | \$ -              |
| 2012 Bond Benefit    |                   |             |             |             |             |             | \$ -              |
| Stormwater Fund      |                   |             |             |             |             |             | \$ -              |
| <b>TOTAL</b>         | <b>\$ 550,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 550,000</b> |

Comments:

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                               |  |                                  |                              |
|-------------------------------|--|----------------------------------|------------------------------|
| <b>Project Title:</b>         | Bethel Island Road Culvert Rehabilitation Project  | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b>      | Street   | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>          | Storm Drain Improvement  | <b>Project Number:</b>           | 177                          |
| <b>Project Priority:</b>      | Immediate  | <b>In Successor Agency Area:</b> | No                           |
| <b>Project Description:</b>   | This project will repair and rehabilitate an old metal culvert under Bethel Island Road that has rusted and failed.  |                                  |                              |
| <b>Project Justification:</b> | The storm drain infrastructure in rural parts of Oakley is primarily made up of old corrugated metal pipes. These pipes rust over time due to direct contact and exposure to water, causing them to decompose and fail. The options to address these failure problems are, rehabilitation by either lining the pipes, if practical, or full replacement. Staff has determined that the Bethel Island Road 48" metal pipe can be lined, and it will help in the structural integrity and improve the hydraulic capacity of the storm water flow in the pipe without the need for total replacement. This rehabilitation method is the most practical and cost effective in addressing this failure. The construction of this project will take place in FY 2017/18 after regulatory agency permits are secured. |                                  |                              |

**PROJECT FINANCING DETAILS**

|                             | 16/17     | 17/18 | 18/19 | 19/20 | 20/21 | 21/22 | Total     |
|-----------------------------|-----------|-------|-------|-------|-------|-------|-----------|
| <b>Project Expenditures</b> |           |       |       |       |       |       |           |
| Planning & Design           |           |       |       |       |       |       | \$ -      |
| Environmental               |           |       |       |       |       |       | \$ -      |
| Right of Way                |           |       |       |       |       |       | \$ -      |
| Construction                | \$ 90,000 |       |       |       |       |       | \$ 90,000 |
| Operating Costs             |           |       |       |       |       |       | \$ -      |
| <b>TOTAL</b>                | \$ 90,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ -  | \$ 90,000 |
| <b>Project Funding</b>      |           |       |       |       |       |       |           |
| Traffic Impact Fee          |           |       |       |       |       |       | \$ -      |
| L&L District                |           |       |       |       |       |       | \$ -      |
| Public Facilities           |           |       |       |       |       |       | \$ -      |
| Park Impact Fee             |           |       |       |       |       |       | \$ -      |
| Redevelopment               |           |       |       |       |       |       | \$ -      |
| Measure J                   |           |       |       |       |       |       | \$ -      |
| Gas Tax                     |           |       |       |       |       |       | \$ -      |
| Developer                   |           |       |       |       |       |       | \$ -      |
| Grant (see comments)        |           |       |       |       |       |       | \$ -      |
| 2012 Bond Benefit           |           |       |       |       |       |       | \$ -      |
| Stormwater Fund             | \$ 90,000 |       |       |       |       |       | \$ 90,000 |
| <b>TOTAL</b>                | \$ 90,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ -  | \$ 90,000 |

Comments:

| City of Oakley  |  |                                  |                              |       |       |       |           |    |        |
|---|--|----------------------------------|------------------------------|-------|-------|-------|-----------|----|--------|
| Capital Improvement Project Information Sheet                   |  |                                  |                              |       |       |       |           |    |        |
| Capital Improvement Program for Fiscal Years 2017/18 to 2021/22 |  |                                  |                              |       |       |       |           |    |        |
| <b>Project Title:</b>   | West Cypress Road Bridge at Contra Costa Canal Reconstruction Project  | <b>Project Proponent:</b>        | Public Works and Engineering |       |       |       |           |    |        |
| <b>Project Category:</b>  | Bridge   | <b>Project Manager:</b>          | City Engineer                |       |       |       |           |    |        |
| <b>Project Type:</b>  | Bridge Reconstruction  | <b>Project Number:</b>           | 186                          |       |       |       |           |    |        |
| <b>Project Priority:</b>  | Moderate   | <b>In Successor Agency Area:</b> | No                           |       |       |       |           |    |        |
| <b>Project Description:</b>                                     | This project will reconstruct the West Cypress Road bridge across Contra Costa Canal   |                                  |                              |       |       |       |           |    |        |
| <b>Project Justification:</b>                                   | The existing West Cypress Road Bridge that crosses the Contra Costa canal is structurally deficient according to the latest Caltrans inspections and will need to be reconstructed in order to continue to remain in service. This project will fund the preliminary design. The City has successfully applied for and secured grant funding for part of this project. The design of this project will be funded as part of FY 2018/19 CIP budget. |                                  |                              |       |       |       |           |    |        |
| PROJECT FINANCING DETAILS                                       |  |                                  |                              |       |       |       |           |    |        |
| Project Expenditures  | 16/17  | 17/18                            | 18/19                        | 19/20 | 20/21 | 21/22 | Total     |    |        |
| Planning & Design   | \$ 10,000  |                                  |                              |       |       |       | \$ 10,000 | \$ |        |
| Environmental   |  |                                  |                              |       |       |       |           | \$ |        |
| Right of Way  |  |                                  |                              |       |       |       |           | \$ |        |
| Construction  |  |                                  |                              |       |       |       |           | \$ |        |
| Operating Costs   |  |                                  |                              |       |       |       |           | \$ |        |
| <b>TOTAL</b>  | \$ 10,000  | \$ -                             | \$ -                         | \$ -  | \$ -  | \$ -  | \$ 10,000 | \$ | 10,000 |
| Project Funding   | 16/17  | 17/18                            | 18/19                        | 19/20 | 20/21 | 21/22 | Total     |    |        |
| Traffic Impact Fee  |  |                                  |                              |       |       |       |           | \$ |        |
| L&L District  |  |                                  |                              |       |       |       |           | \$ |        |
| Public Facilities   |  |                                  |                              |       |       |       |           | \$ |        |
| Park Impact Fee   |  |                                  |                              |       |       |       |           | \$ |        |
| Redevelopment   |  |                                  |                              |       |       |       |           | \$ |        |
| Measure J   |  |                                  |                              |       |       |       |           | \$ |        |
| Gas Tax   |  |                                  |                              |       |       |       |           | \$ |        |
| Developer   |  |                                  |                              |       |       |       |           | \$ |        |
| Grant (see comments)  |  |                                  |                              |       |       |       |           | \$ |        |
| Other (see comments)  |  |                                  |                              |       |       |       |           | \$ |        |
| Stormwater Fund   | \$ 10,000  |                                  |                              |       |       |       |           | \$ | 10,000 |
| <b>TOTAL</b>  | \$ 10,000  | \$ -                             | \$ -                         | \$ -  | \$ -  | \$ -  | \$ 10,000 | \$ | 10,000 |
| Comments:   |  |                                  |                              |       |       |       |           |    |        |

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |   |                                  |                              |
|--------------------------|---|----------------------------------|------------------------------|
| <b>Project Title:</b>    | Main Street Bridge at Contra Costa Canal Rehabilitation Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Bridge  | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Bridge Rehabilitation   | <b>Project Number:</b>           | 187                          |
| <b>Project Priority:</b> | Moderate  | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will rehabilitate the Main Street bridge across Contra Costa Canal  
**Project Justification:** The existing Main Street Bridge that crosses the Contra Costa canal is structurally deficient according to the latest Caltrans inspections and will need to be rehabilitated in order to continue to remain in service. This project will fund the preliminary design. The City has successfully applied for and secured grant funding for part of this project. The design of this project will be funded as part of FY 2018/19 CIP budget.

**PROJECT FINANCING DETAILS**

| Project Expenditures   | 16/17     | 17/18 | 18/19 | 19/20 | 20/21 | 21/22 | Total     |
|------------------------|-----------|-------|-------|-------|-------|-------|-----------|
| Planning & Design      | \$ 10,000 |       |       |       |       |       | \$ 10,000 |
| Environmental          |           |       |       |       |       |       | \$ -      |
| Right of Way           |           |       |       |       |       |       | \$ -      |
| Construction           |           |       |       |       |       |       | \$ -      |
| Operating Costs        |           |       |       |       |       |       | \$ -      |
| <b>TOTAL</b>           | \$ 10,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ -  | \$ 10,000 |
| <b>Project Funding</b> |           |       |       |       |       |       |           |
| Traffic Impact Fee     |           |       |       |       |       |       | \$ -      |
| L&L District           |           |       |       |       |       |       | \$ -      |
| Public Facilities      |           |       |       |       |       |       | \$ -      |
| Park Impact Fee        |           |       |       |       |       |       | \$ -      |
| Redevelopment          |           |       |       |       |       |       | \$ -      |
| Measure J              |           |       |       |       |       |       | \$ -      |
| Gas Tax                |           |       |       |       |       |       | \$ -      |
| Developer              |           |       |       |       |       |       | \$ -      |
| Grant (see comments)   |           |       |       |       |       |       | \$ -      |
| Other (see comments)   |           |       |       |       |       |       | \$ -      |
| Stormwater Fund        | \$ 10,000 |       |       |       |       |       | \$ 10,000 |
| <b>TOTAL</b>           | \$ 10,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ -  | \$ 10,000 |

Comments:

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |  |                                  |                              |
|--------------------------|--|----------------------------------|------------------------------|
| <b>Project Title:</b>    | Piper Lane drainage channel Trash Capture Device Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Storm Drain  | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Drainage Improvement                                     | <b>Project Number:</b>           | 189                          |
| <b>Project Priority:</b> | Moderate   | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will construct a Trash capture Device at this major drainage channel

**Project Justification:** The Piper Lane drainage channel is one of the major drainage outfalls from the City of Oakley to the Delta which the City is responsible for its maintaining and operating. This is an open channel that flows freely to the Delta. Based on the new permit issued by SF Regional Water Quality Control Board, it cannot convey trash to the open waters of the Delta. This project will construct new trash capture devices at the upstream end of the channel near Vintage Parkway. The design is underway and the City is pursuing grant funding for the construction which is estimated to cost over \$800,000. The trash capture device will stop trash from flowing into the Delta and the City will be in compliance with the SF Regional Water Quality Control Board permit.

**PROJECT FINANCING DETAILS**

|                             | 16/17      | 17/18 | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
|-----------------------------|------------|-------|-------|-------|-------|-------|------------|
| <b>Project Expenditures</b> |            |       |       |       |       |       |            |
| Planning & Design           | \$ 30,000  |       |       |       |       |       | \$ 30,000  |
| Environmental               |            |       |       |       |       |       | -          |
| Right of Way                |            |       |       |       |       |       | -          |
| Construction                | \$ 170,000 |       |       |       |       |       | \$ 170,000 |
| Operating Costs             |            |       |       |       |       |       | -          |
| <b>TOTAL</b>                | \$ 200,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ -  | \$ 200,000 |
| <b>Project Funding</b>      |            |       |       |       |       |       |            |
| Traffic Impact Fee          |            |       |       |       |       |       | \$ -       |
| L&L District                |            |       |       |       |       |       | \$ -       |
| Public Facilities           |            |       |       |       |       |       | \$ -       |
| Park Impact Fee             |            |       |       |       |       |       | \$ -       |
| Redevelopment               |            |       |       |       |       |       | \$ -       |
| Measure J                   |            |       |       |       |       |       | \$ -       |
| Gas Tax                     |            |       |       |       |       |       | \$ -       |
| Developer                   |            |       |       |       |       |       | \$ -       |
| Grant (see comments)        |            |       |       |       |       |       | \$ -       |
| Other (see comments)        |            |       |       |       |       |       | \$ -       |
| Stormwater Fund             | \$ 200,000 |       |       |       |       |       | \$ 200,000 |
| <b>TOTAL</b>                | \$ 200,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ -  | \$ 200,000 |

Comments:



**City of Oakley**

**Capital Improvement Project Information Sheet**

**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |  |                                  |                              |
|--------------------------|--|----------------------------------|------------------------------|
| <b>Project Title:</b>    | Laurel Road/Rose Avenue Intersection Improvement Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Street   | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Intersection Improvements                                | <b>Project Number:</b>           | 191                          |
| <b>Project Priority:</b> | Immediate  | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will improve the traffic flow and operation at this intersection

**Project Justification:** The intersection of Laurel Road and Rose Avenue is a major intersection in the City of Oakley on an arterial road that is not signalized. Currently, this intersection operates as a four-way stop and has one lane of traffic in each direction. This project will widen the intersection, construct a new traffic signal, relocate overhead utility poles, and improve the traffic flows on Laurel Road at Rose Avenue. This project is in conjunction with a private development project that will widen the south side of Laurel Road to the east; and the City of Oakley's Capital Improvement Project (CIP 196) which will widen the north side of Laurel Road from Rose Avenue to Mellowood Drive. This project design is currently underway and will be completed during FY 2017/18, followed up with the construction in FY 2018/19.

**PROJECT FINANCING DETAILS**

|                             | 16/17      | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
|-----------------------------|------------|------------|-------|-------|-------|-------|------------|
| <b>Project Expenditures</b> |            |            |       |       |       |       |            |
| Planning & Design           | \$ 150,000 | \$ 350,000 |       |       |       |       | \$ 500,000 |
| Environmental               |            |            |       |       |       |       | -          |
| Right of Way                |            | \$ 50,000  |       |       |       |       | \$ 50,000  |
| Construction                |            |            |       |       |       |       | -          |
| <b>Operating Costs</b>      |            |            |       |       |       |       | -          |
| <b>TOTAL</b>                | \$ 150,000 | \$ 400,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 550,000 |
| <b>Project Funding</b>      |            |            |       |       |       |       |            |
| Traffic Impact Fee          | \$ 150,000 | \$ 400,000 |       |       |       |       | \$ 550,000 |
| L&L District                |            |            |       |       |       |       | -          |
| Public Facilities           |            |            |       |       |       |       | -          |
| Park Impact Fee             |            |            |       |       |       |       | -          |
| Redevelopment               |            |            |       |       |       |       | -          |
| Measure J                   |            |            |       |       |       |       | -          |
| Gas Tax                     |            |            |       |       |       |       | -          |
| Developer                   |            |            |       |       |       |       | -          |
| Grant (see comments)        |            |            |       |       |       |       | -          |
| Other (see comments)        |            |            |       |       |       |       | -          |
| Stormwater Fund             |            |            |       |       |       |       | -          |
| <b>TOTAL</b>                | \$ 150,000 | \$ 400,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 550,000 |

**Comments:**

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |                                  |                                  |                              |
|--------------------------|----------------------------------|----------------------------------|------------------------------|
| <b>Project Title:</b>    | Oakley Recreation Center Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Facility                         | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | New building and athletic fields | <b>Project Number:</b>           | 194                          |
| <b>Project Priority:</b> | Immediate                        | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will design and construct the new Oakley Recreation Center and athletic field.  
**Project Justification:** The City of Oakley is growing and the demands for recreation facilities are increasing. The current facility at the former Moura property on O'Hara Avenue is no longer a practical option to serve the recreation needs of the community. This project will provide the community with a modern and functional recreation facility. The new facility will provide the City with room to program a wide range of recreation services in one location. This project will be constructed in phases as funding becomes available. The first phase of the project has been under design and the construction of the new Recreation Center will start in fall 2017.

**PROJECT FINANCING DETAILS**

|                              | 16/17        | 17/18 | 18/19 | 19/20 | 20/21 | 21/22 | Total        |
|------------------------------|--------------|-------|-------|-------|-------|-------|--------------|
| <b>Project Expenditures</b>  |              |       |       |       |       |       |              |
| <b>Planning &amp; Design</b> | \$ 300,000   |       |       |       |       |       | \$ 300,000   |
| <b>Environmental</b>         |              |       |       |       |       |       | \$ -         |
| <b>Right of Way</b>          |              |       |       |       |       |       | \$ -         |
| <b>Construction</b>          | \$ 2,364,000 |       |       |       |       |       | \$ 2,364,000 |
| <b>Operating Costs</b>       |              |       |       |       |       |       | \$ -         |
| <b>TOTAL</b>                 | \$ 2,664,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ -  | \$ 2,664,000 |
| <b>Project Funding</b>       |              |       |       |       |       |       |              |
| <b>Traffic Impact Fee</b>    |              |       |       |       |       |       | \$ -         |
| <b>L&amp;L District</b>      |              |       |       |       |       |       | \$ -         |
| <b>Public Facilities</b>     |              |       |       |       |       |       | \$ -         |
| <b>Park Impact Fee</b>       |              |       |       |       |       |       | \$ -         |
| <b>Redevelopment</b>         |              |       |       |       |       |       | \$ -         |
| <b>Measure J</b>             |              |       |       |       |       |       | \$ -         |
| <b>Gas Tax</b>               |              |       |       |       |       |       | \$ -         |
| <b>Developer</b>             |              |       |       |       |       |       | \$ -         |
| <b>Grant</b>                 | \$ 214,000   |       |       |       |       |       | \$ 214,000   |
| <b>General Capital Fund</b>  | \$ 8,000,000 |       |       |       |       |       | \$ 8,000,000 |
| <b>Other</b>                 |              |       |       |       |       |       | \$ -         |
| <b>TOTAL</b>                 | \$ 8,214,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ -  | \$ 8,214,000 |

Comments:

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                               |   |                                  |                              |
|-------------------------------|---|----------------------------------|------------------------------|
| <b>Project Title:</b>         | Laurel Road (Rose Avenue to Mellowood Drive) Widening Project   | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b>      | Street  | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>          | Street Widening   | <b>Project Number:</b>           | 196                          |
| <b>Project Priority:</b>      | Immediate   | <b>In Successor Agency Area:</b> | No                           |
| <b>Project Description:</b>   | This project will widen Laurel Road between Rose Avenue and Mellowood Drive   |                                  |                              |
| <b>Project Justification:</b> | This section of Laurel Road between Rose Avenue and Mellowood Drive is a narrow 2 lane road that does not accommodate the traffic demands of the community. Laurel Road is a major Arterial street in Oakley, and a direct connection to Highway 4. This section of Laurel Road has not been widened or improved due to the lack of Right of Way in the past. The City was successful in acquiring the Right of Way needed for this road and the project design is currently underway. Construction of the roadway widening project is scheduled for FY 2017/18. This project is in conjunction with CIP#191 which will reconstruct the intersection of Laurel Road/Rose Avenue and also in coordination with the Duarte Ranch Subdivision Development project. |                                  |                              |

**PROJECT FINANCING DETAILS**

|                             | 16/17      | 17/18        | 18/19 | 19/20 | 20/21 | 21/22 | Total        |
|-----------------------------|------------|--------------|-------|-------|-------|-------|--------------|
| <b>Project Expenditures</b> |            |              |       |       |       |       |              |
| Planning & Design           | \$ 120,000 |              |       |       |       |       | \$ 120,000   |
| Environmental               |            |              |       |       |       |       | \$ -         |
| Right of Way                |            |              |       |       |       |       | \$ -         |
| Construction                |            | \$ 3,400,000 |       |       |       |       | \$ 3,400,000 |
| Operating Costs             |            |              |       |       |       |       | \$ -         |
| <b>TOTAL</b>                | \$ 120,000 | \$ 3,400,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 3,520,000 |
| <b>Project Funding</b>      |            |              |       |       |       |       |              |
| Traffic Impact Fee          | \$ 120,000 | \$ 3,400,000 |       |       |       |       | \$ 3,520,000 |
| L&L District                |            |              |       |       |       |       | \$ -         |
| Public Facilities           |            |              |       |       |       |       | \$ -         |
| Park Impact Fee             |            |              |       |       |       |       | \$ -         |
| Redevelopment               |            |              |       |       |       |       | \$ -         |
| Measure J                   |            |              |       |       |       |       | \$ -         |
| Gas Tax                     |            |              |       |       |       |       | \$ -         |
| Developer                   |            |              |       |       |       |       | \$ -         |
| Grant (see comments)        |            |              |       |       |       |       | \$ -         |
| Other (see comments)        |            |              |       |       |       |       | \$ -         |
| Stormwater Fund             |            |              |       |       |       |       | \$ -         |
| <b>TOTAL</b>                | \$ 120,000 | \$ 3,400,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 3,520,000 |

Comments:

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |   |                                  |                              |
|--------------------------|---|----------------------------------|------------------------------|
| <b>Project Title:</b>    | Oakley Community Dog Park at Nunn-Wilson Park Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Park  | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Dog Park Construction                                 | <b>Project Number:</b>           | 197                          |
| <b>Project Priority:</b> | Immediate   | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will construct a Dog Park and its associated amenities at Nunn-Wilson Park.  
**Project Justification:** The California Department of Parks and Recreation has awarded the City of Oakley a Land and Water Conservation Fund (LWCF) grant for construction of a Community Dog Park at Nunn-Wilson Park. The Oakley Community Dog Park at Nunn-Wilson Family Park will encompass approximately 2.5 acres of the existing park site and include a parking lot, restroom, picnic area, fenced areas for both small and large dogs, tables, benches, turf, dog water play area, drinking fountains, agility equipment, and dog waste stations. This project when completed will be the first designated off-leash dog park in the City of Oakley.

**PROJECT FINANCING DETAILS**

|                             | 16/17      | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total        |
|-----------------------------|------------|------------|-------|-------|-------|-------|--------------|
| <b>Project Expenditures</b> |            |            |       |       |       |       |              |
| Planning & Design           | \$ 80,000  |            |       |       |       |       | \$ 80,000    |
| Environmental               | \$ 8,000   |            |       |       |       |       | \$ 8,000     |
| Right of Way                |            |            |       |       |       |       | -            |
| Construction                | \$ 740,000 | \$ 350,000 |       |       |       |       | \$ 1,090,000 |
| Operating Costs             |            |            |       |       |       |       | -            |
| <b>TOTAL</b>                | \$ 828,000 | \$ 350,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 1,178,000 |
| <b>Project Funding</b>      |            |            |       |       |       |       |              |
| Traffic Impact Fee          |            |            |       |       |       |       | \$ -         |
| L&L District                |            |            |       |       |       |       | \$ -         |
| Public Facilities           |            |            |       |       |       |       | \$ -         |
| Park Impact Fee             | \$ 414,485 | \$ 350,000 |       |       |       |       | \$ 764,485   |
| Redevelopment               |            |            |       |       |       |       | \$ -         |
| Measure J                   |            |            |       |       |       |       | \$ -         |
| Gas Tax                     |            |            |       |       |       |       | \$ -         |
| Developer                   |            |            |       |       |       |       | \$ -         |
| Grant                       | \$ 413,515 |            |       |       |       |       | \$ 413,515   |
| Other                       |            |            |       |       |       |       | \$ -         |
| Stormwater Fund             |            |            |       |       |       |       | \$ -         |
| <b>TOTAL</b>                | \$ 828,000 | \$ 350,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 1,178,000 |

Comments:

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |  |                                  |                              |
|--------------------------|--|----------------------------------|------------------------------|
| <b>Project Title:</b>    | 3330 Main Street Building Remodeling Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Facility                                     | <b>Project Manager:</b>          | Economic Development Manager |
| <b>Project Type:</b>     | Building Remodeling Project                  | <b>Project Number:</b>           | 198                          |
| <b>Project Priority:</b> | Immediate                                    | <b>In Successor Agency Area:</b> | Yes                          |

**Project Description:** This project will remodel an existing building as part of downtown revitalization program

**Project Justification:** The City of Oakley is renovating the vacant upstairs space of the City-owned building located at 3330 Main Street, to house the Oakley Entrepreneur Center. Oakley's Economic Development program works to meet the needs of the existing Oakley small business community. It is anticipated that approximately 10 to 15 small businesses could be located in the center. The City has owned the building for a number of years, and previously the City renovated the bottom floor to accommodate Guanatos Ice Cream, as well as the Chamber of Commerce. The Entrepreneur Center will contain individual offices and conference rooms, break room, and be serviced by a new elevator.

**PROJECT FINANCING DETAILS**

|                              | 16/17 | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
|------------------------------|-------|------------|-------|-------|-------|-------|------------|
| <b>Project Expenditures</b>  |       |            |       |       |       |       |            |
| Planning & Design            |       |            |       |       |       |       | \$ -       |
| Environmental                |       |            |       |       |       |       | \$ -       |
| Right of Way                 |       |            |       |       |       |       | \$ -       |
| Construction                 |       | \$ 350,000 |       |       |       |       | \$ 350,000 |
| Operating Costs              |       |            |       |       |       |       | \$ -       |
| <b>TOTAL</b>                 | \$ -  | \$ 350,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 350,000 |
| <b>Project Funding</b>       |       |            |       |       |       |       |            |
| Traffic Impact Fee           |       |            |       |       |       |       | \$ -       |
| L&L District                 |       |            |       |       |       |       | \$ -       |
| Public Facilities            |       |            |       |       |       |       | \$ -       |
| Park Impact Fee              |       |            |       |       |       |       | \$ -       |
| Redevelopment                |       |            |       |       |       |       | \$ -       |
| Measure J                    |       |            |       |       |       |       | \$ -       |
| Gas Tax                      |       |            |       |       |       |       | \$ -       |
| Developer                    |       |            |       |       |       |       | \$ -       |
| Grant                        |       |            |       |       |       |       | \$ -       |
| Downtown Revitalization Fund |       | \$ 350,000 |       |       |       |       | \$ 350,000 |
| Stormwater Fund              |       |            |       |       |       |       | \$ -       |
| <b>TOTAL</b>                 | \$ -  | \$ 350,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 350,000 |

Comments:

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |   |                                  |                              |
|--------------------------|---|----------------------------------|------------------------------|
| <b>Project Title:</b>    | FY 2017/18 Curb, Gutter and Sidewalk Repair and Reconstr. | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Street  | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Concrete Repair and Replacement                           | <b>Project Number:</b>           | 199                          |
| <b>Project Priority:</b> | Immediate   | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will repair and replace damaged curb, gutter, and sidewalks  
**Project Justification:** This project will coordinate with the responsible property owners to repair and reconstruct damaged and broken concrete, curb, gutter and sidewalks throughout the City. The construction of this project will eliminate trip and fall accidents caused by sidewalk and curbs uplifted by tree root overgrowth, and provide safe paths of travel for the community. This project works in coordination with the 50-50 cost share program that helps the property owners address concrete sidewalk and curb and gutter uplifts caused by tree root overgrowth.

**PROJECT FINANCING DETAILS**

| Project Expenditures             | 16/17      | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
|----------------------------------|------------|------------|-------|-------|-------|-------|------------|
| Planning & Design                |            |            |       |       |       |       | \$ -       |
| Environmental                    |            |            |       |       |       |       | \$ -       |
| Right of Way                     |            |            |       |       |       |       | \$ -       |
| Construction                     | \$ 100,000 | \$ 100,000 |       |       |       |       | \$ 200,000 |
| Operating Costs                  |            |            |       |       |       |       | \$ -       |
| <b>TOTAL</b>                     | \$ 100,000 | \$ 100,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 200,000 |
| <b>PROJECT FINANCING DETAILS</b> |            |            |       |       |       |       |            |
| Project Funding                  | 16/17      | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
| Traffic Impact Fee               |            |            |       |       |       |       | \$ -       |
| L&L District                     |            |            |       |       |       |       | \$ -       |
| Public Facilities                |            |            |       |       |       |       | \$ -       |
| Park Impact Fee                  |            |            |       |       |       |       | \$ -       |
| General Capital Fund             | \$ 50,000  |            |       |       |       |       | \$ 50,000  |
| Measure J                        |            |            |       |       |       |       | \$ -       |
| Gas Tax                          | \$ 50,000  |            |       |       |       |       | \$ 50,000  |
| 2012 Bond Benefit                |            | \$ 100,000 |       |       |       |       | \$ 100,000 |
| Grant                            |            |            |       |       |       |       | \$ -       |
| Downtown Revitalization Fund     |            |            |       |       |       |       | \$ -       |
| Stormwater Fund                  |            |            |       |       |       |       | \$ -       |
| <b>TOTAL</b>                     | \$ 100,000 | \$ 100,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 200,000 |

Comments:

**City of Oakley  
Capital Improvement Project Information Sheet  
Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |   |                                  |                              |
|--------------------------|---|----------------------------------|------------------------------|
| <b>Project Title:</b>    | FY 2017/18 Traffic Signal Modernization Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Street  | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Traffic Signal Operation Improvements           | <b>Project Number:</b>           | 200                          |
| <b>Project Priority:</b> | Immediate                                       | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will rehabilitate existing traffic signals

**Project Justification:** Traffic operations and public safety has become one of the more important issues for the community. Public Works staff are continually working to improve the traffic operations on City streets. This project will replace some of the older internal components of the City's traffic signal systems which will allow better and more coordinated traffic signal operations.

**PROJECT FINANCING DETAILS**

| Project Expenditures         | 16/17             | 17/18             | 18/19        | 19/20        | 20/21        | 21/22        | Total             |
|------------------------------|-------------------|-------------------|--------------|--------------|--------------|--------------|-------------------|
| Planning & Design            |                   | \$ 25,000         |              |              |              |              | \$ 25,000         |
| Environmental                |                   |                   |              |              |              |              | \$ -              |
| Right of Way                 |                   |                   |              |              |              |              | \$ -              |
| Construction                 | \$ 175,000        | \$ 125,000        |              |              |              |              | \$ 300,000        |
| Operating Costs              |                   |                   |              |              |              |              | \$ -              |
| <b>TOTAL</b>                 | <b>\$ 175,000</b> | <b>\$ 150,000</b> | <b>\$ -</b>  | <b>\$ -</b>  | <b>\$ -</b>  | <b>\$ -</b>  | <b>\$ 325,000</b> |
| <b>Project Funding</b>       | <b>16/17</b>      | <b>17/18</b>      | <b>18/19</b> | <b>19/20</b> | <b>20/21</b> | <b>21/22</b> | <b>Total</b>      |
| Traffic Impact Fee           | \$ 175,000        | \$ 150,000        |              |              |              |              | \$ 325,000        |
| L&L District                 |                   |                   |              |              |              |              | \$ -              |
| Public Facilities            |                   |                   |              |              |              |              | \$ -              |
| Park Impact Fee              |                   |                   |              |              |              |              | \$ -              |
| Redevelopment                |                   |                   |              |              |              |              | \$ -              |
| Measure J                    |                   |                   |              |              |              |              | \$ -              |
| Gas Tax                      |                   |                   |              |              |              |              | \$ -              |
| Developer                    |                   |                   |              |              |              |              | \$ -              |
| Grant                        |                   |                   |              |              |              |              | \$ -              |
| Downtown Revitalization Fund |                   |                   |              |              |              |              | \$ -              |
| Stormwater Fund              |                   |                   |              |              |              |              | \$ -              |
| <b>TOTAL</b>                 | <b>\$ 175,000</b> | <b>\$ 150,000</b> | <b>\$ -</b>  | <b>\$ -</b>  | <b>\$ -</b>  | <b>\$ -</b>  | <b>\$ 325,000</b> |

**Comments:**

**City of Oakley  
Capital Improvement Project Information Sheet  
Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |                                    |                                  |                              |
|--------------------------|------------------------------------|----------------------------------|------------------------------|
| <b>Project Title:</b>    | FY 2017/18 Traffic Calming Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Street                             | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Traffic Calming Improvements       | <b>Project Number:</b>           | 201                          |
| <b>Project Priority:</b> | Moderate                           | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will construct traffic calming measures

**Project Justification:** The traffic operations in the community have become one of the major issues that the Police and Public Works Departments handle on a regular basis. This project provides funding for the placement of traffic calming features in accordance with the neighborhood traffic calming policy. Various traffic calming requests are being evaluated by staff from the Police and Public Works Departments, and are addressed in collaboration with the residents based on priority and order they are received.

**PROJECT FINANCING DETAILS**

| Project Expenditures         | 16/17            | 17/18            | 18/19        | 19/20        | 20/21        | 21/22        | Total            |
|------------------------------|------------------|------------------|--------------|--------------|--------------|--------------|------------------|
| Planning & Design            |                  |                  |              |              |              |              | \$ -             |
| Environmental                |                  |                  |              |              |              |              | \$ -             |
| Right of Way                 |                  |                  |              |              |              |              | \$ -             |
| Construction                 | \$ 50,000        | \$ 15,000        |              |              |              |              | \$ 65,000        |
| <i>Operating Costs</i>       |                  |                  |              |              |              |              | \$ -             |
| <b>TOTAL</b>                 | <b>\$ 50,000</b> | <b>\$ 15,000</b> | <b>\$ -</b>  | <b>\$ -</b>  | <b>\$ -</b>  | <b>\$ -</b>  | <b>\$ 65,000</b> |
| <b>Project Funding</b>       | <b>16/17</b>     | <b>17/18</b>     | <b>18/19</b> | <b>19/20</b> | <b>20/21</b> | <b>21/22</b> | <b>Total</b>     |
| Traffic Impact Fee           | \$ 50,000        |                  |              |              |              |              | \$ 50,000        |
| L&L District                 |                  |                  |              |              |              |              | \$ -             |
| Public Facilities            |                  |                  |              |              |              |              | \$ -             |
| Park Impact Fee              |                  |                  |              |              |              |              | \$ -             |
| 2012 Bond Benefit            |                  | \$ 15,000        |              |              |              |              | \$ 15,000        |
| Measure J                    |                  |                  |              |              |              |              | \$ -             |
| Gas Tax                      |                  |                  |              |              |              |              | \$ -             |
| Developer                    |                  |                  |              |              |              |              | \$ -             |
| Grant                        |                  |                  |              |              |              |              | \$ -             |
| Downtown Revitalization Fund |                  |                  |              |              |              |              | \$ -             |
| Stormwater Fund              |                  |                  |              |              |              |              | \$ -             |
| <b>TOTAL</b>                 | <b>\$ 50,000</b> | <b>\$ 15,000</b> | <b>\$ -</b>  | <b>\$ -</b>  | <b>\$ -</b>  | <b>\$ -</b>  | <b>\$ 65,000</b> |

**Comments:**



**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |                                      |                                  |                              |
|--------------------------|--------------------------------------|----------------------------------|------------------------------|
| <b>Project Title:</b>    | FY 2017/18 Street Restriping Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Street                               | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Street safety improvements           | <b>Project Number:</b>           | 202                          |
| <b>Project Priority:</b> | Immediate                            | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will restripe major streets in Oakley

**Project Justification:** This project will restripe various City streets each year to help maintain delineations that are marked for usage by motorists and pedestrians. The work performed under this project focuses on the streets that are not in the plan for resurfacing in the next two years, and need the striping for lane delineation (centerline, edge line, crosswalks, pavement marking) to provide safer streets for the community.

| <b>PROJECT FINANCING DETAILS</b> |           |           |       |       |       |       |           |
|----------------------------------|-----------|-----------|-------|-------|-------|-------|-----------|
| Project Expenditures             | 16/17     | 17/18     | 18/19 | 19/20 | 20/21 | 21/22 | Total     |
| Planning & Design                |           |           |       |       |       |       | \$ -      |
| Environmental                    |           |           |       |       |       |       | \$ -      |
| Right of Way                     |           |           |       |       |       |       | \$ -      |
| Construction                     | \$ 50,000 | \$ 15,000 |       |       |       |       | \$ 65,000 |
| <i>Operating Costs</i>           |           |           |       |       |       |       | \$ -      |
| <b>TOTAL</b>                     | \$ 50,000 | \$ 15,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 65,000 |
|                                  |           |           |       |       |       |       |           |
| Project Funding                  | 16/17     | 17/18     | 18/19 | 19/20 | 20/21 | 21/22 | Total     |
| Traffic Impact Fee               |           |           |       |       |       |       | \$ -      |
| L&L District                     |           |           |       |       |       |       | \$ -      |
| Public Facilities                |           |           |       |       |       |       | \$ -      |
| Park Impact Fee                  |           |           |       |       |       |       | \$ -      |
| 2012 Bond Benefit                | \$ 50,000 | \$ 15,000 |       |       |       |       | \$ 65,000 |
| Measure J                        |           |           |       |       |       |       | \$ -      |
| Gas Tax                          |           |           |       |       |       |       | \$ -      |
| Developer                        |           |           |       |       |       |       | \$ -      |
| Grant                            |           |           |       |       |       |       | \$ -      |
| Downtown Revitalization Fund     |           |           |       |       |       |       | \$ -      |
| Stormwater Fund                  |           |           |       |       |       |       | \$ -      |
| <b>TOTAL</b>                     | \$ 50,000 | \$ 15,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 65,000 |

**Comments:**

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |  |                                  |                              |
|--------------------------|--|----------------------------------|------------------------------|
| <b>Project Title:</b>    | FY 2017/18 Street Repair and Resurfacing Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Street   | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Street resurfacing improvements                  | <b>Project Number:</b>           | 203                          |
| <b>Project Priority:</b> | Immediate  | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will repair and resurface streets in Oakley

**Project Justification:** This project will repair the base and surface failures and resurface streets as a part of a comprehensive program to maintain the roadways for the community. Street repair and resurfacing is critical for keeping the quality of the City's street infrastructure in good condition and prevent the necessity of costly reconstruction due to the lack of proper rehabilitation and maintenance. This project will repair and resurface several areas that need Sierra Crete remediation in the Vintage Parkway neighborhood.

| <b>PROJECT FINANCING DETAILS</b> |            |            |       |       |       |       |              |
|----------------------------------|------------|------------|-------|-------|-------|-------|--------------|
| Project Expenditures             | 16/17      | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total        |
| Planning & Design                |            |            |       |       |       |       | \$ -         |
| Environmental                    |            |            |       |       |       |       | \$ -         |
| Right of Way                     |            |            |       |       |       |       | \$ -         |
| Construction                     |            | \$ 800,000 |       |       |       |       | \$ 800,000   |
| <i>Operating Costs</i>           |            |            |       |       |       |       | \$ -         |
| <b>TOTAL</b>                     | \$ -       | \$ 800,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 800,000   |
|                                  |            |            |       |       |       |       |              |
| Project Funding                  | 16/17      | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total        |
| Traffic Impact Fee               | \$ 700,000 |            |       |       |       |       | \$ 700,000   |
| L&L District                     |            |            |       |       |       |       | \$ -         |
| Public Facilities                |            |            |       |       |       |       | \$ -         |
| Park Impact Fee                  |            |            |       |       |       |       | \$ -         |
| General Capital Fund             |            |            |       |       |       |       | \$ -         |
| Measure J                        |            | \$ 600,000 |       |       |       |       | \$ 600,000   |
| Gas Tax                          |            |            |       |       |       |       | \$ -         |
| Developer                        |            |            |       |       |       |       | \$ -         |
| 2012 Bond Benefit                |            | \$ 200,000 |       |       |       |       | \$ 200,000   |
| Downtown Revitalization Fund     |            |            |       |       |       |       | \$ -         |
| Stormwater Fund                  |            |            |       |       |       |       | \$ -         |
| <b>TOTAL</b>                     | \$ 700,000 | \$ 800,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 1,500,000 |

**Comments:**

**City of Oakley  
Capital Improvement Project Information Sheet  
Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                               |  |                                  |                              |
|-------------------------------|--|----------------------------------|------------------------------|
| <b>Project Title:</b>         | Police Department Locker Room/Detective Room Expansion Project   | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b>      | Facility   | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>          | Building remodeling  | <b>Project Number:</b>           | 204                          |
| <b>Project Priority:</b>      | Immediate  | <b>In Successor Agency Area:</b> | Yes                          |
| <b>Project Description:</b>   | This project will remodel City Hall building for expansion of Police Department  |                                  |                              |
| <b>Project Justification:</b> | Currently the Oakley Police Department men's locker room consists of 31 full size lockers and 10 half lockers, for a total of 41 lockers. The full sized lockers are necessary for most uniformed personnel. The smaller lockers are suitable for administrative personnel and for uniformed volunteers. The existing facility is fully utilized and in order to accommodate locker room space for new police officers, expansion of the locker rooms is necessitated. The proposed expansion would include expanding the men's locker facility into the current report writing area. The report writing area will then get moved into another part of the City Hall facility. |                                  |                              |

| PROJECT FINANCING DETAILS    |       |            |       |       |       |       |            |
|------------------------------|-------|------------|-------|-------|-------|-------|------------|
| Project Expenditures         | 16/17 | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
| Planning & Design            |       | \$ 25,000  |       |       |       |       | \$ 25,000  |
| Environmental                |       |            |       |       |       |       | \$ -       |
| Right of Way                 |       |            |       |       |       |       | \$ -       |
| Construction                 |       | \$ 125,000 |       |       |       |       | \$ 125,000 |
| <i>Operating Costs</i>       |       |            |       |       |       |       | \$ -       |
| <b>TOTAL</b>                 | \$ -  | \$ 150,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 150,000 |
|                              |       |            |       |       |       |       |            |
| Project Funding              | 16/17 | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
| Traffic Impact Fee           |       |            |       |       |       |       | \$ -       |
| L&L District                 |       |            |       |       |       |       | \$ -       |
| Public Facilities            |       | \$ 150,000 |       |       |       |       | \$ 150,000 |
| Park Impact Fee              |       |            |       |       |       |       | \$ -       |
| Redevelopment                |       |            |       |       |       |       | \$ -       |
| Measure J                    |       |            |       |       |       |       | \$ -       |
| Gas Tax                      |       |            |       |       |       |       | \$ -       |
| Developer                    |       |            |       |       |       |       | \$ -       |
| 2012 Bond Benefit            |       |            |       |       |       |       | \$ -       |
| Downtown Revitalization Fund |       |            |       |       |       |       | \$ -       |
| Stormwater Fund              |       |            |       |       |       |       | \$ -       |
| <b>TOTAL</b>                 | \$ -  | \$ 150,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 150,000 |

**Comments:**

| City of Oakley  |  |                                  |                              |       |       |       |            |
|---|--|----------------------------------|------------------------------|-------|-------|-------|------------|
| Capital Improvement Project Information Sheet                   |  |                                  |                              |       |       |       |            |
| Capital Improvement Program for Fiscal Years 2017/18 to 2021/22 |  |                                  |                              |       |       |       |            |
| <b>Project Title:</b>   | Downtown Train Platform Station & Parking Lot Phase 1  | <b>Project Proponent:</b>        | Public Works and Engineering |       |       |       |            |
| <b>Project Category:</b>  | Street   | <b>Project Manager:</b>          | City Engineer                |       |       |       |            |
| <b>Project Type:</b>  | Parking Lot Construction   | <b>Project Number:</b>           | 205                          |       |       |       |            |
| <b>Project Priority:</b>  | Immediate  | <b>In Successor Agency Area:</b> | Yes                          |       |       |       |            |
| <b>Project Description:</b>                                     | This project will construct a downtown parking lot to accommodate the new Railroad Platform Station  |                                  |                              |       |       |       |            |
| <b>Project Justification:</b>                                   | The Oakley Multi-Modal Parking Lots Project features a new San Joaquin Joint Power Authorities ("SJJPA") train station platform located north of Main Street between 2nd Street and O'Hara Avenue. The facility would provide connecting TriDelta Transit bus service to the train station, as well as a Park & Ride lot. Routes in Oakley and surrounding communities would be adjusted to better serve on-going transportation infrastructure investments in the area; including the eBART extension to Hillcrest Avenue. The station platform is strategically located in downtown on Main Street, adjacent to a future Main Street Plaza that could be used for civic events and markets. The location is within a five minute walking radius of City Hall, Civic Center Park, and Main Street restaurants. This project will make use of a number of vacant and underutilized properties north of Main Street between Norcross Lane and O'Hara Avenue. Three Hundred (300) surface parking spaces would be provided to support Park & Ride activities as well as future train riders; many of which could be used to support plaza activities held on the weekends and evenings. The City has applied for OBAG grant funding for this parking lot, and the amount shown as part of the CIP document is the City's local funding match for this project. |                                  |                              |       |       |       |            |
| PROJECT FINANCING DETAILS                                       |  |                                  |                              |       |       |       |            |
|   | 16/17  | 17/18                            | 18/19                        | 19/20 | 20/21 | 21/22 | Total      |
| Project Expenditures  |  |                                  |                              |       |       |       |            |
| Planning & Design   |  |                                  |                              |       |       |       | \$ -       |
| Environmental   |  |                                  |                              |       |       |       | \$ -       |
| Right of Way  |  |                                  |                              |       |       |       | \$ -       |
| Construction  |  | \$ 563,613                       |                              |       |       |       | \$ 563,613 |
| Operating Costs   |  |                                  |                              |       |       |       | \$ -       |
| <b>TOTAL</b>  | \$ -   | \$ 563,613                       | \$ -                         | \$ -  | \$ -  | \$ -  | \$ 563,613 |
|   | 16/17  | 17/18                            | 18/19                        | 19/20 | 20/21 | 21/22 | Total      |
| Project Funding   |  |                                  |                              |       |       |       |            |
| Traffic Impact Fee  |  |                                  |                              |       |       |       | \$ -       |
| L&L District  |  |                                  |                              |       |       |       | \$ -       |
| Public Facilities   |  |                                  |                              |       |       |       | \$ -       |
| Park Impact Fee   |  |                                  |                              |       |       |       | \$ -       |
| Main Street Fund  |  | \$ 563,613                       |                              |       |       |       | \$ 563,613 |
| Measure J   |  |                                  |                              |       |       |       | \$ -       |
| Gas Tax   |  |                                  |                              |       |       |       | \$ -       |
| Developer   |  |                                  |                              |       |       |       | \$ -       |
| 2012 Bond Benefit   |  |                                  |                              |       |       |       | \$ -       |
| Downtown Revitalization Fund                                    |  |                                  |                              |       |       |       | \$ -       |
| Stormwater Fund   |  |                                  |                              |       |       |       | \$ -       |
| <b>TOTAL</b>  | \$ -   | \$ 563,613                       | \$ -                         | \$ -  | \$ -  | \$ -  | \$ 563,613 |
| <b>Comments:</b>  |  |                                  |                              |       |       |       |            |

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |  |                                  |                              |
|--------------------------|--|----------------------------------|------------------------------|
| <b>Project Title:</b>    | Athletic Field Project at Nunn-Wilson Park | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Park                                       | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Athletic Field Construction                | <b>Project Number:</b>           | 206                          |
| <b>Project Priority:</b> | Moderate                                   | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will construct a multi use athletic field next to the new Dog Park at Nunn-Wilson Park

**Project Justification:** The existing storm drain basin at the intersections of Laurel/Brown/Oxford has been in place for many years and is under-utilized. This project will address a growing need in the community for athletic fields, and also complement the new Oakley Dog Park which will be constructed next to this site. The new athletic field will be similar to the Freedom High School Stormwater Basin just in smaller scale.

| PROJECT FINANCING DETAILS    |       |            |       |       |       |       |            |
|------------------------------|-------|------------|-------|-------|-------|-------|------------|
| Project Expenditures         | 16/17 | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
| Planning & Design            |       | \$ 50,000  |       |       |       |       | \$ 50,000  |
| Environmental                |       |            |       |       |       |       | \$ -       |
| Right of Way                 |       |            |       |       |       |       | \$ -       |
| Construction                 |       | \$ 800,000 |       |       |       |       | \$ 800,000 |
| <i>Operating Costs</i>       |       |            |       |       |       |       | \$ -       |
| <b>TOTAL</b>                 | \$ -  | \$ 850,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 850,000 |
|                              |       |            |       |       |       |       |            |
| Project Funding              | 16/17 | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
| Traffic Impact Fee           |       |            |       |       |       |       | \$ -       |
| L&L District                 |       |            |       |       |       |       | \$ -       |
| Public Facilities            |       |            |       |       |       |       | \$ -       |
| Park Impact Fee              |       | \$ 850,000 |       |       |       |       | \$ 850,000 |
| Main Street Fund             |       |            |       |       |       |       | \$ -       |
| Measure J                    |       |            |       |       |       |       | \$ -       |
| Gas Tax                      |       |            |       |       |       |       | \$ -       |
| Developer                    |       |            |       |       |       |       | \$ -       |
| 2012 Bond Benefit            |       |            |       |       |       |       | \$ -       |
| Downtown Revitalization Fund |       |            |       |       |       |       | \$ -       |
| Stormwater Fund              |       |            |       |       |       |       | \$ -       |
| <b>TOTAL</b>                 | \$ -  | \$ 850,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 850,000 |

**Comments:**

**City of Oakley  
Capital Improvement Project Information Sheet  
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|                          |                                  |                                  |                              |
|--------------------------|----------------------------------|----------------------------------|------------------------------|
| <b>Project Title:</b>    | Senior Center Renovation Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Facility                         | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Building Remodeling              | <b>Project Number:</b>           | 207                          |
| <b>Project Priority:</b> | Immediate                        | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will remodel the existing Senior Center building

**Project Justification:** The City of Oakley has leased the former fire station building located at 215 2nd Street to the Oakley Senior Citizens group; however, the building is in need of rehabilitation before being adequate for senior center activities. The rehabilitation project includes Americans with Disabilities Act of 1990 (ADA) improvements to the front and rear entrances, and doors, railings and ramps, widening of interior thresholds for ADA accessibility, interior finishes and painting, parking lot improvements for ADA, and roof repair. The aforementioned is being funded by CDBG funds, as well as City of Oakley's matching funds.

| PROJECT FINANCING DETAILS    |       |            |       |       |       |       |            |
|------------------------------|-------|------------|-------|-------|-------|-------|------------|
| Project Expenditures         | 16/17 | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
| Planning & Design            |       |            |       |       |       |       | \$ -       |
| Environmental                |       |            |       |       |       |       | \$ -       |
| Right of Way                 |       |            |       |       |       |       | \$ -       |
| Construction                 |       | \$ 148,000 |       |       |       |       | \$ 148,000 |
| <i>Operating Costs</i>       |       |            |       |       |       |       | \$ -       |
| <b>TOTAL</b>                 | \$ -  | \$ 148,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 148,000 |
|                              |       |            |       |       |       |       |            |
| Project Funding              | 16/17 | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
| Traffic Impact Fee           |       |            |       |       |       |       | \$ -       |
| General Capital Fund         |       | \$ 50,000  |       |       |       |       | \$ 50,000  |
| Public Facilities            |       |            |       |       |       |       | \$ -       |
| Park Impact Fee              |       |            |       |       |       |       | \$ -       |
| Main Street Fund             |       |            |       |       |       |       | \$ -       |
| Measure J                    |       |            |       |       |       |       | \$ -       |
| Gas Tax                      |       |            |       |       |       |       | \$ -       |
| Grant                        |       | \$ 98,000  |       |       |       |       | \$ 98,000  |
| 2012 Bond Benefit            |       |            |       |       |       |       | \$ -       |
| Downtown Revitalization Fund |       |            |       |       |       |       | \$ -       |
| Stormwater Fund              |       |            |       |       |       |       | \$ -       |
| <b>TOTAL</b>                 | \$ -  | \$ 148,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 148,000 |

**Comments:**

**City of Oakley**  
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|                          |   |                                  |                              |
|--------------------------|---|----------------------------------|------------------------------|
| <b>Project Title:</b>    | Laurel Road Reconst. Project (Mellowood Drive to Main Street) | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Street  | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Street Improvement  | <b>Project Number:</b>           | 208                          |
| <b>Project Priority:</b> | Immediate   | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will reconstruct Laurel Road from Mellowood to Main.

**Project Justification:** This project will reconstruct and improve Laurel Road in the section from Mellowood to Main which has been in need for roadway reconstruction due to the heavy concentration of Sierra-Crete that had been used years ago in the construction of this project by the County. This roadway has required frequent and costly repairs. The construction of this project will complement the other roadway improvement project on Laurel Road (Rose to Mellowood) that will be constructed in FY 2017/18. The design of this project, (Mellowood to Main) will take place in FY 2017/18 and construction will start in FY 2018/19.

**PROJECT FINANCING DETAILS**

|                             | 16/17 | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
|-----------------------------|-------|------------|-------|-------|-------|-------|------------|
| <b>Project Expenditures</b> |       |            |       |       |       |       |            |
| Planning & Design           |       | \$ 175,000 |       |       |       |       | \$ 175,000 |
| Environmental               |       |            |       |       |       |       | \$ -       |
| Right of Way                |       |            |       |       |       |       | \$ -       |
| Construction                |       |            |       |       |       |       | \$ -       |
| Operating Costs             |       |            |       |       |       |       | \$ -       |
| <b>TOTAL</b>                | \$ -  | \$ 175,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 175,000 |

|                              | 16/17 | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
|------------------------------|-------|------------|-------|-------|-------|-------|------------|
| <b>Project Funding</b>       |       |            |       |       |       |       |            |
| Traffic Impact Fee           |       | \$ 175,000 |       |       |       |       | \$ 175,000 |
| General Capital Fund         |       |            |       |       |       |       | \$ -       |
| Public Facilities            |       |            |       |       |       |       | \$ -       |
| Park Impact Fee              |       |            |       |       |       |       | \$ -       |
| Main Street Fund             |       |            |       |       |       |       | \$ -       |
| Measure J                    |       |            |       |       |       |       | \$ -       |
| Gas Tax                      |       |            |       |       |       |       | \$ -       |
| Grant                        |       |            |       |       |       |       | \$ -       |
| 2012 Bond Benefit            |       |            |       |       |       |       | \$ -       |
| Downtown Revitalization Fund |       |            |       |       |       |       | \$ -       |
| Stormwater Fund              |       |            |       |       |       |       | \$ -       |
| <b>TOTAL</b>                 | \$ -  | \$ 175,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 175,000 |

Comments:

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
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|                          |  |                                  |                              |
|--------------------------|--|----------------------------------|------------------------------|
| <b>Project Title:</b>    | FY 2017/18 ADA Implementation Plan Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Street                                     | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Street Improvement                         | <b>Project Number:</b>           | 209                          |
| <b>Project Priority:</b> | Immediate                                  | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will begin the implementation of the City of Oakley ADA Transition Plan

**Project Justification:** The City of Oakley has to have an ADA Transition Plan prepared and implemented to adhere to the legal requirements related to the U.S. Department of Justice. Staff has solicited proposals from ADA specialty consultants and had selected the firm of Sally Swanson Architects, Inc. to prepare City's ADA Transition Plan. The preparation of this ADA Transition Plan has been underway and upon completion, the recommendations of this plan will be implemented. This implementation plan will be phased over the future years as funding is allocated.

**PROJECT FINANCING DETAILS**

|                             | 16/17 | 17/18     | 18/19 | 19/20 | 20/21 | 21/22 | Total     |
|-----------------------------|-------|-----------|-------|-------|-------|-------|-----------|
| <b>Project Expenditures</b> |       |           |       |       |       |       |           |
| Planning & Design           |       |           |       |       |       |       | \$ -      |
| Environmental               |       |           |       |       |       |       | \$ -      |
| Right of Way                |       |           |       |       |       |       | \$ -      |
| Construction                |       | \$ 50,000 |       |       |       |       | \$ 50,000 |
| Operating Costs             |       |           |       |       |       |       | \$ -      |
| <b>TOTAL</b>                | \$ -  | \$ 50,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 50,000 |

|                              | 16/17 | 17/18     | 18/19 | 19/20 | 20/21 | 21/22 | Total     |
|------------------------------|-------|-----------|-------|-------|-------|-------|-----------|
| <b>Project Funding</b>       |       |           |       |       |       |       |           |
| Traffic Impact Fee           |       |           |       |       |       |       | \$ -      |
| General Capital Fund         |       | \$ 50,000 |       |       |       |       | \$ 50,000 |
| Public Facilities            |       |           |       |       |       |       | \$ -      |
| Park Impact Fee              |       |           |       |       |       |       | \$ -      |
| Main Street Fund             |       |           |       |       |       |       | \$ -      |
| Measure J                    |       |           |       |       |       |       | \$ -      |
| Gas Tax                      |       |           |       |       |       |       | \$ -      |
| Grant                        |       |           |       |       |       |       | \$ -      |
| 2012 Bond Benefit            |       |           |       |       |       |       | \$ -      |
| Downtown Revitalization Fund |       |           |       |       |       |       | \$ -      |
| Stormwater Fund              |       |           |       |       |       |       | \$ -      |
| <b>TOTAL</b>                 | \$ -  | \$ 50,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 50,000 |

Comments:



**City of Oakley**  
**Capital Improvement Project Information Sheet**  
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|                          |   |                                  |                              |
|--------------------------|---|----------------------------------|------------------------------|
| <b>Project Title:</b>    | Development Services Counter Renovation Project | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Facility  | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Facility Improvement                            | <b>Project Number:</b>           | 210                          |
| <b>Project Priority:</b> | Immediate                                       | <b>In Successor Agency Area:</b> | Yes                          |

**Project Description:** This project will construct safety improvements to the Development Services Counter at City Hall

**Project Justification:** The City of Oakley has a Violence Prevention program in place and recently conducted a security audit of facilities. The audit revealed the need to improve the main lobby and development services lobby to reduce the risk of violence against City Staff and ensure our employees are kept safe from assault. A design is not yet complete, but will account for the increased safety of employees and minimize access from the public to other City Staff, while attempting to preserve a welcoming environment.

**PROJECT FINANCING DETAILS**

|                             | 16/17 | 17/18     | 18/19 | 19/20 | 20/21 | 21/22 | Total     |
|-----------------------------|-------|-----------|-------|-------|-------|-------|-----------|
| <b>Project Expenditures</b> |       |           |       |       |       |       |           |
| Planning & Design           |       |           |       |       |       |       | \$ -      |
| Environmental               |       |           |       |       |       |       | \$ -      |
| Right of Way                |       |           |       |       |       |       | \$ -      |
| Construction                |       | \$ 60,000 |       |       |       |       | \$ 60,000 |
| Operating Costs             |       |           |       |       |       |       | \$ -      |
| <b>TOTAL</b>                | \$ -  | \$ 60,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 60,000 |

|                              | 16/17 | 17/18     | 18/19 | 19/20 | 20/21 | 21/22 | Total     |
|------------------------------|-------|-----------|-------|-------|-------|-------|-----------|
| <b>Project Funding</b>       |       |           |       |       |       |       |           |
| Traffic Impact Fee           |       |           |       |       |       |       | \$ -      |
| General Capital Fund         |       | \$ 60,000 |       |       |       |       | \$ 60,000 |
| Public Facilities            |       |           |       |       |       |       | \$ -      |
| Park Impact Fee              |       |           |       |       |       |       | \$ -      |
| Main Street Fund             |       |           |       |       |       |       | \$ -      |
| Measure J                    |       |           |       |       |       |       | \$ -      |
| Gas Tax                      |       |           |       |       |       |       | \$ -      |
| Grant                        |       |           |       |       |       |       | \$ -      |
| 2012 Bond Benefit            |       |           |       |       |       |       | \$ -      |
| Downtown Revitalization Fund |       |           |       |       |       |       | \$ -      |
| Stormwater Fund              |       |           |       |       |       |       | \$ -      |
| <b>TOTAL</b>                 | \$ -  | \$ 60,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 60,000 |

Comments:

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                               |  |                                  |                              |
|-------------------------------|--|----------------------------------|------------------------------|
| <b>Project Title:</b>         | Main Street/Rose Avenue Intersection Improvement Project   | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b>      | Street   | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>          | Streets Improvement  | <b>Project Number:</b>           | 211                          |
| <b>Project Priority:</b>      | Moderate   | <b>In Successor Agency Area:</b> | No                           |
| <b>Project Description:</b>   | This project will construct signalization and reconfiguration of Main/Rose Intersection  |                                  |                              |
| <b>Project Justification:</b> | Growth of the community and new subdivision development projects along the East Cypress Road corridor, necessitates improving the streets that will need to accommodate the added volume of traffic to these new neighborhoods. Main Street and Rose Avenue have operated as a stop sign intersection, which is no longer sustainable; and a traffic signal is needed at this intersection. City staff have been discussing this intersection improvement project with management of Ironhouse Sanitary District (ISD) to explore opportunities that this project could address. The City needs better traffic flow, and ISD needs access from their perspective development site to Main Street. The other benefit of this project is providing the long desired secondary access for the residents of the Vintage Parkway neighborhood to Main Street. |                                  |                              |

| PROJECT FINANCING DETAILS    |       |            |       |       |       |       |            |
|------------------------------|-------|------------|-------|-------|-------|-------|------------|
| Project Expenditures         | 16/17 | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
| Planning & Design            |       | \$ 250,000 |       |       |       |       | \$ 250,000 |
| Environmental                |       |            |       |       |       |       | \$ -       |
| Right of Way                 |       |            |       |       |       |       | \$ -       |
| Construction                 |       |            |       |       |       |       | \$ -       |
| Operating Costs              |       |            |       |       |       |       | \$ -       |
| <b>TOTAL</b>                 | \$ -  | \$ 250,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 250,000 |
| Project Funding              | 16/17 | 17/18      | 18/19 | 19/20 | 20/21 | 21/22 | Total      |
| Traffic Impact Fee           |       | \$ 250,000 |       |       |       |       | \$ 250,000 |
| General Capital Fund         |       |            |       |       |       |       | \$ -       |
| Public Facilities            |       |            |       |       |       |       | \$ -       |
| Park Impact Fee              |       |            |       |       |       |       | \$ -       |
| Main Street Fund             |       |            |       |       |       |       | \$ -       |
| Measure J                    |       |            |       |       |       |       | \$ -       |
| Gas Tax                      |       |            |       |       |       |       | \$ -       |
| Grant                        |       |            |       |       |       |       | \$ -       |
| 2012 Bond Benefit            |       |            |       |       |       |       | \$ -       |
| Downtown Revitalization Fund |       |            |       |       |       |       | \$ -       |
| Stormwater Fund              |       |            |       |       |       |       | \$ -       |
| <b>TOTAL</b>                 | \$ -  | \$ 250,000 | \$ -  | \$ -  | \$ -  | \$ -  | \$ 250,000 |

Comments:

**City of Oakley**  
**Capital Improvement Project Information Sheet**  
**Capital Improvement Program for Fiscal Years 2017/18 to 2021/22**

|                          |   |                                  |                              |
|--------------------------|---|----------------------------------|------------------------------|
| <b>Project Title:</b>    | East Cypress Road Widening Project (Machado Lane to Sellers Avenue) | <b>Project Proponent:</b>        | Public Works and Engineering |
| <b>Project Category:</b> | Street  | <b>Project Manager:</b>          | City Engineer                |
| <b>Project Type:</b>     | Street Improvement  | <b>Project Number:</b>           | 212                          |
| <b>Project Priority:</b> | Moderate  | <b>In Successor Agency Area:</b> | No                           |

**Project Description:** This project will reimburse the developer for widening of East Cypress Road

**Project Justification:** The development of East Cypress Road is moving forward with multiple new subdivisions being designed and constructed. The Emerson Ranch subdivision was conditioned during its planning process to widen the north side of Cypress Road along their subdivision frontage and install a portion of the median and landscaping. The responsibility of the developers is curb, gutter, sidewalk and one travel lane. The second travel lane and 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.

**PROJECT FINANCING DETAILS**

| Project Expenditures         | 16/17        | 17/18        | 18/19        | 19/20        | 20/21        | 21/22        | Total        |
|------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Planning & Design            |              |              |              |              |              |              | \$ -         |
| Environmental                |              |              |              |              |              |              | \$ -         |
| Right of Way                 |              |              |              |              |              |              | \$ -         |
| Construction                 |              | \$ 450,000   |              |              |              |              | \$ 450,000   |
| Operating Costs              |              |              |              |              |              |              | \$ -         |
| <b>TOTAL</b>                 | \$ -         | \$ 450,000   | \$ -         | \$ -         | \$ -         | \$ -         | \$ 450,000   |
| <b>Project Funding</b>       | <b>16/17</b> | <b>17/18</b> | <b>18/19</b> | <b>19/20</b> | <b>20/21</b> | <b>21/22</b> | <b>Total</b> |
| Traffic Impact Fee           |              | \$ 450,000   |              |              |              |              | \$ 450,000   |
| General Capital Fund         |              |              |              |              |              |              | \$ -         |
| Public Facilities            |              |              |              |              |              |              | \$ -         |
| Park Impact Fee              |              |              |              |              |              |              | \$ -         |
| Main Street Fund             |              |              |              |              |              |              | \$ -         |
| Measure J                    |              |              |              |              |              |              | \$ -         |
| Gas Tax                      |              |              |              |              |              |              | \$ -         |
| Grant                        |              |              |              |              |              |              | \$ -         |
| 2012 Bond Benefit            |              |              |              |              |              |              | \$ -         |
| Downtown Revitalization Fund |              |              |              |              |              |              | \$ -         |
| Stormwater Fund              |              |              |              |              |              |              | \$ -         |
| <b>TOTAL</b>                 | \$ -         | \$ 450,000   | \$ -         | \$ -         | \$ -         | \$ -         | \$ 450,000   |

Comments: