

CITY OF OAKLEY
FINAL ANNUAL
OPERATING AND CAPITAL BUDGETS
FISCAL YEAR 2021-2022



OAKLEY
—  —
CALIFORNIA

The cover photo is Building 1 at the Contra Costa Logistic Center. The tenant, Amazon, is using this building as it's last mile facility focusing on delivery of product to the consumer. When finished, the Contra Costa Logistic Center will house 5 buildings totaling almost 2 million square feet.

California Society of Municipal Finance Officers

Certificate of Award

Operating Budget Excellence Award Fiscal Year 2020-2021

Presented to the

City of Oakley

For meeting the criteria established to achieve the CSMFO Excellence Award in Budgeting

January 31, 2021



Marcus Pimentel

Marcus Pimentel
CSMFO President

Michael Manno

Michael Manno, Chair
Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

For the first time since the City of Oakley was incorporated, the City applied for and received the California Society of Municipal Finance Officers (CSMFO) Operating Budget Excellence Award, which is the highest possible distinction that the CSMFO offers for municipal budgeting. The CSMFO is California's premier statewide association that promotes excellence in financial management through innovation, continuing education and the professional development of its members. The CSMFO Budget Awards Program is designed to recognize those agencies that have prepared a budget document that meets the highest criteria and standards applied to municipal budgeting. The City of Oakley received such recognition for its Fiscal Year 2020/2021 Budget and plans to continue applying for and receiving this award, year after year.



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CITY MANAGER'S BUDGET MESSAGE

Fiscal Year 2021-2022

INTRODUCTION

It is my pleasure to present the Fiscal Year 2021-2022 Preliminary Budget for your consideration. The Preliminary Budget is structurally balanced and continues to provide for the base operations of the City.

When the COVID-19 Pandemic hit last March, we had very little idea of what the ultimate impacts would be as it relates to the City's budget. While there have been significant negative impacts, we have weathered the storm well as property tax revenues remained stable, regional sales tax allocations increased, residential and commercial construction continued, and federal funding became available. With that said, there has been a considerable and stressful impact on the City organization as members of the Team dealt with the innumerable and far-reaching impacts of COVID-19 on them, their families and their work responsibilities. I am proud of how we have responded as an organization and we are well-prepared to continue moving forward with the critical strategic priorities of the City.

As always, we have developed the Preliminary Budget with fiscal restraint and with a strategic focus on core services. We have taken great care to evaluate the recurring revenues and have ensured that recurring expenditures do not exceed the available and expected recurring revenues over time. As further explained below, there continues to be transfers of one-time revenues to important capital projects, including a much-needed increase in the investment in our annual pavement repair and resurfacing projects. So many of Oakley's roadways were built over the last 20 years but need more frequent attention based on best-practices in on-going paving management. This increased annual investment will save the City millions of dollars over time and provide safer and more attractive roadways for the community.

We do expect continued growth in development-related revenues for Fiscal Year 2021-22 and the revenue projections are based on the addition of 360 single-family housing units and some new non-residential construction. We will continue to handle the processing and inspections of these projects with a combination of in-house and contract staff to maintain flexibility and cost-effectiveness.

The proposed overall staffing pattern continues to be lean, though supplementary personnel included in the Preliminary Budget includes an additional Police Lieutenant, another Police Officer, moving a part-time Senior Recreation Leader to full-time; and adding a part-time Administrative Assistant and a part-time Facilities Maintenance Technician. (These latter two will likely be eligible to be funded by the federal funds mentioned below).

Each year, we also look at the State Budget to determine whether there are components likely to affect the local outlook for the City. While a deficit was looming as the Pandemic moved along, it appears that State will experience a surplus and will also be receiving significant federal assistance from the America Rescue Plan Act (ARPA). ARPA will also bring a little over \$8 million dollars to Oakley and a separate fund will be set up to track revenues and expenditures. The ARPA funds must be spent before December 31, 2024 and should be considered one-time revenues.

As always, the City's 2021-22 Preliminary Budget does not include all that we know is on the wish list, but what is presented here remains lean, structurally balanced, and true to the City's current strategic priorities.

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 \$24,911,110 in recurring revenues, and recurring expenditures are approximately \$24,903,559 including \$2,664,000 in recurring transfers to other funds. Total projected expenditures for Fiscal Year 2021-2022 are approximately 19% higher than Fiscal Year 2020-2021 estimates, due primarily to the increase in transfers out.

Available Fund Balance on June 30, 2022 is projected to be an adequate \$5.3 million, or approximately 21% of projected Fiscal Year 2021-2022 recurring expenditures (City

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.

TRANSFERS

As has long been discussed and recommended by pavement condition studies, a significantly larger investment is needed to maintain Oakley's roadways. One recent estimate was \$7 million per year to keep our Pavement Condition Index (PCI) near 80. That large amount may not be feasible with the current revenue stream, but a larger and more consistent investment is recommended in order to avoid even larger costs over time. As mentioned, this year's Preliminary Budget includes a continued transfer to the Street Maintenance and Rehab Fund, and there is a significant transfer for overall street maintenance projects. The Preliminary Budget proposes \$5.714 million of transfers, of which \$3.05 million are considered one-time and \$2.66 million are recurring, for the following purposes:

- \$350,000 to the Main Street Fund
- \$4,000,000 to the Street Maintenance and Rehabilitation Fund
- \$650,000 to the General Capital Projects Fund
- \$160,000 to the Technology Internal Service Fund
- \$100,000 to the Public Facilities Reserve and Replacement Fund
- \$75,000 to the Downtown Revitalization Fund
- \$375,000 to the Capital Facilities Maintenance and Replacement Fund
- \$4,000 to assist the Country Place LLAD Zone 3-18

RECENT ACCOMPLISHMENTS

As a team, the City Council and all City departments and divisions 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 fiscal year include:

- 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
- Continued to budget conservatively, manage spending and coordinate with all City departments to comply with the City's financial policies, while coping with the challenges and constraints created by the COVID-19 Pandemic

- Obtained the California Society of Municipal Finance Officers (CSMFO) Operating Budgeting Excellence Award for our Fiscal Year 2020-2021 Budget
- Staff contracted with COI Tracker in March 2020 to accept and manage certificates of insurance required for specific contracts
- Handled 27,215 combined calls for Police service, compared to 36,139 combined calls for service in the previous year
- Reduced response times for Priority 1 calls to an average of 4:53, compared to the 5:26 average in the previous year
- Started Quarterly Supervisor Meetings, to identify issues and help direct Police resources to address Part 1 crimes and quality of life issues
- Selected a new K9 Handler and purchased a new canine – HARKON
- Adopted philosophies on modern law enforcement from the President’s Task Force on 21st Century Policing
- Provided distance learning support for students attending multiple schools in Oakley
- Provided various special events throughout the year, modified to meet State and County COVID-19 regulations
- Hosted in person and virtual summer camps for children ages six and up
- Produced the Shop Oakley Coupon Book and transitioned to an online format
- Facilitated virtual classes and transitioned some in person as regulations have allowed
- Recognized Oakley Seniors through the Celebrate the Class of 2021 Civic Center Marquee Program
- Reopened picnic area rentals in accordance with State and County COVID-19 regulations, and transitioned to an online process for reservations and payments
- Coordinated with local leagues to resume field rentals following the State return to youth sports guidance
- Completed the construction of Laurel Road (Mellowood Drive to Main Street) widening and reconstruction project
- Completed the construction of the Main Street/O’Hara Avenue intersection widening and signalization project
- Completed the construction of the Vintage Parkway Resurfacing project
- Completed the construction of a new traffic signal at the intersection of Laurel Road/ARCO Drive
- Completed the construction of the Chevron and 7-Eleven convenience store at the northwest corner of Laurel Road and O’Hara Avenue

- Completed the construction of the Emerson Ranch Subdivision and acceptance of the public infrastructure
- Completed the construction of Gilbert Ranch Park as part of this development project
- Completed the construction of the Duarte Ranch Subdivision and acceptance of the public infrastructure
- Completed the comprehensive update to the Engineering Design Standards for the City of Oakley that can be used for all capital project design and all Private Development projects
- Completed the construction of Building 1 and Building 2 site improvements for the Contra Costa Logistics Center
- Completed the engineering processing for a number of high profile development projects leading to the start of construction for these projects as follows: Carpenter Road, Contra Costa Logistics Center Building 4, Chevron Reconstruction at Main Street & Neroly Road, Twin Oaks Senior Housing, iPark Phase 3 RV and Boat Storage, Tri Delta Transit Park and Ride, Shiloh Subdivision, Alicante Subdivision, The Vines Subdivision, Acacia Subdivision, Woodbury Subdivision, Stonewood 1A Subdivision, Pheasant Meadows and Vintner View Subdivision, Cypress Estates Subdivision
- Staff held Work Sessions on re-establishing a City of Oakley Planning Commission and potential Zoning Code update
- Staff presented nine entitlements to the City Council for consideration relating to General Plan Amendments, Design Review, Master Sign Programs and Tentative Maps
- Staff continued the General Plan Update with a goal of presenting to the City Council mid 2021
- Completed the Annual Progress Report on Implementation of the 2015-2023 Housing Element with SB 341 Reporting Requirements
- Re-established the Friday Night Bites events starting in June 2021
- Continued support and tenant outreach for the Contra Costa Logistics Center
- Established a Virtual Permit Center to take in, review and issue all Building Permit applications electronically
- Issued over 500 building permits for new single-family homes and 130 senior apartments in Oakley
- Issued over-the-counter type permits with 95% issued the same day
- Responded to all code enforcement inquires within one working day
- Continued enforcement of vacant/abandoned/distressed properties on the City

GOALS AND OBJECTIVES FOR FISCAL YEAR 2021-2022

While COVID-19 has interrupted the usual process for the development of an updated Strategic Plan, the goals and objectives of current Strategic Plan continue to be the key priorities and the Preliminary Budget addresses the Plan's areas of focus:

- Business Growth and Downtown Revitalization
- Planned, Quality Growth
- Community Infrastructure and Traffic Safety
- Public Safety
- Parks, Streetscapes and Recreational Opportunities
- Financial Stability and Operational Excellence
- Community Outreach, Communication and Participation

The Proposed Budget reflects allocations to the City Council's existing priorities, including public safety, infrastructure maintenance, economic development, and code enforcement.

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 landscape districts 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. One such zone has a negative fund balance. Staff continues to manage District operations to live within our means; however, a longer-term solution will be necessary in the years ahead. Staff plans to do an asset replacement analysis in Fiscal Year 2021-2022 to achieve a better understanding of future needs.

INTERFUND LOANS

One of the City's financial policies is that the City Council must approve inter-fund loans. Considering all aspects of the Preliminary Budget as presented, it appears that one of the two funds listed below will likely need assistance from the General Fund during Fiscal Year 2021-2022. Accordingly, Staff recommends the following inter-fund loan as part of the Budget:

Fund 187 – Country Place, a loan of up to \$4,000. 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 - 2016 Lease Revenue Bonds. The projected Development activity for Fiscal Year 2021-2022 is expected to cover the debt service for the 2016 Lease Revenue Bonds. If development does not happen as planned and there are not sufficient impact fee revenue to cover the debt, the recommendation will be for any shortage be covered by the General Fund to be a loan, so that the General Fund may be repaid in the future when more revenues become available.

If funded, the loan to Fund 187 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 funds totaling \$21.03 million. The majority of the allocations are for infrastructure maintenance. New construction and improvement projects include:

- Oakley Regional Community Park Project
- West Cypress Road Bridge at Contra Costa Canal Reconstruction Project
- Main Street Bridge at Contra Costa Canal Rehabilitation Project
- Piper Lane Drainage Channel Trash Capture Device Project
- Downtown Gateway Plaza Roadway and Parking Lot Project
- Main Street/Rose Avenue Intersection Improvement Project
- Downtown Parking Lot Construction Project
- Sellers Avenue Improvement and widening Project
- East Cypress Road/Knightsen Avenue Intersection Widening and Improvement Project
- Holly Creek Park Restroom Construction Project
- Recreation Center Emergency Generator Project
- Laurel Road Resurfacing Project (Empire Avenue to O'Hara Avenue)
- Downtown Storm Drain (Area 29D) Improvement Project
- Police Department Parking Lot Expansion Project
- Civic Center Park Renovation Project
- Cypress Grove Subdivision Pump Station Building Project

- Civic Center Roof Replacement Project
- FY 2021/22 Curb, Gutter Sidewalk Repair and Reconstruction Project
- FY 2021/22 Street Repair and Resurfacing Project
- FY 2021/22 ADA Implementation Plan Project
- FY 2021/22 Street Restriping Project
- FY 2021/22 Traffic Calming Project
- FY 2021/22 Traffic Signal Modernization Project
- O'Hara Avenue/Carpenter Road Intersection Improvement Project
- Main Street/Cypress Road Intersection Improvement Project
- Irrigation Well Installation at City's Freedom Basin Project
- SCADA System Installation for Cypress Grove & Emerson Ranch Pump Stations Project
- Cypress Grove Park Irrigation Improvement Project
- Main Street/Delta Road Intersection Signalization Project
- Main Street/Brownstone Road Intersection Signalization Project
- Hall Street Extension Project
- Sheriff Annex Building Demolition Project
- Fencing of the Legless Lizard Preserve Project

CONCLUSION

As mentioned, this year's Preliminary Budget remains lean, structurally balanced, and true to the City Council's strategic priorities. All can take great pride in the successes over the past 22 years since Incorporation that includes a solid foundation of sound fiscal management, a lean and professional staff and a committed City Council. Thank you for your support and leadership in keeping Oakley on the path of growth and improvement!

Respectfully submitted,



Joshua McMurray
Interim City Manager

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 42,895 residents enjoy a safe, progressive community that is rich in history, supports strong family values, and offers a high quality of life. Oakley was ranked as one of the safest cities in California in 2020.

Our residents take pride in being part of a City that is building a prosperous future for generations to come. The new Contra Costa Logistics Center that continues construction in Oakley will include nearly 2 million square feet of light industrial building space and is expected to bring 2,100 jobs to the community. Amazon occupied the first of five buildings planned for the Logistics Center. Building #2 is half leased and Building #3 is being permitted for construction. This regional hub of e-commerce industry will certainly help this rapidly growing community continue to prosper.

ELECTED OFFICIALS

[Return to TOC](#)



Randy Pope
Vice Mayor



Aaron Meadows
Councilmember



Sue Higgins
Mayor



Anissa Williams
Councilmember



George Fuller
Councilmember

ELECTED OFFICIALS & CITY MANAGEMENT TEAM

- CITY COUNCIL -

Sue Higgins, Mayor

Randy Pope, Vice Mayor

Aaron Meadows, Councilmember

Anissa Williams, Councilmember

George Fuller, Councilmember

- MANAGEMENT TEAM -

Joshua McMurray, Interim City Manager

Dean Capelletti, Chief of Police

Tim Przybyla, Finance Director

Kevin Rohani, Public Works Director/City Engineer

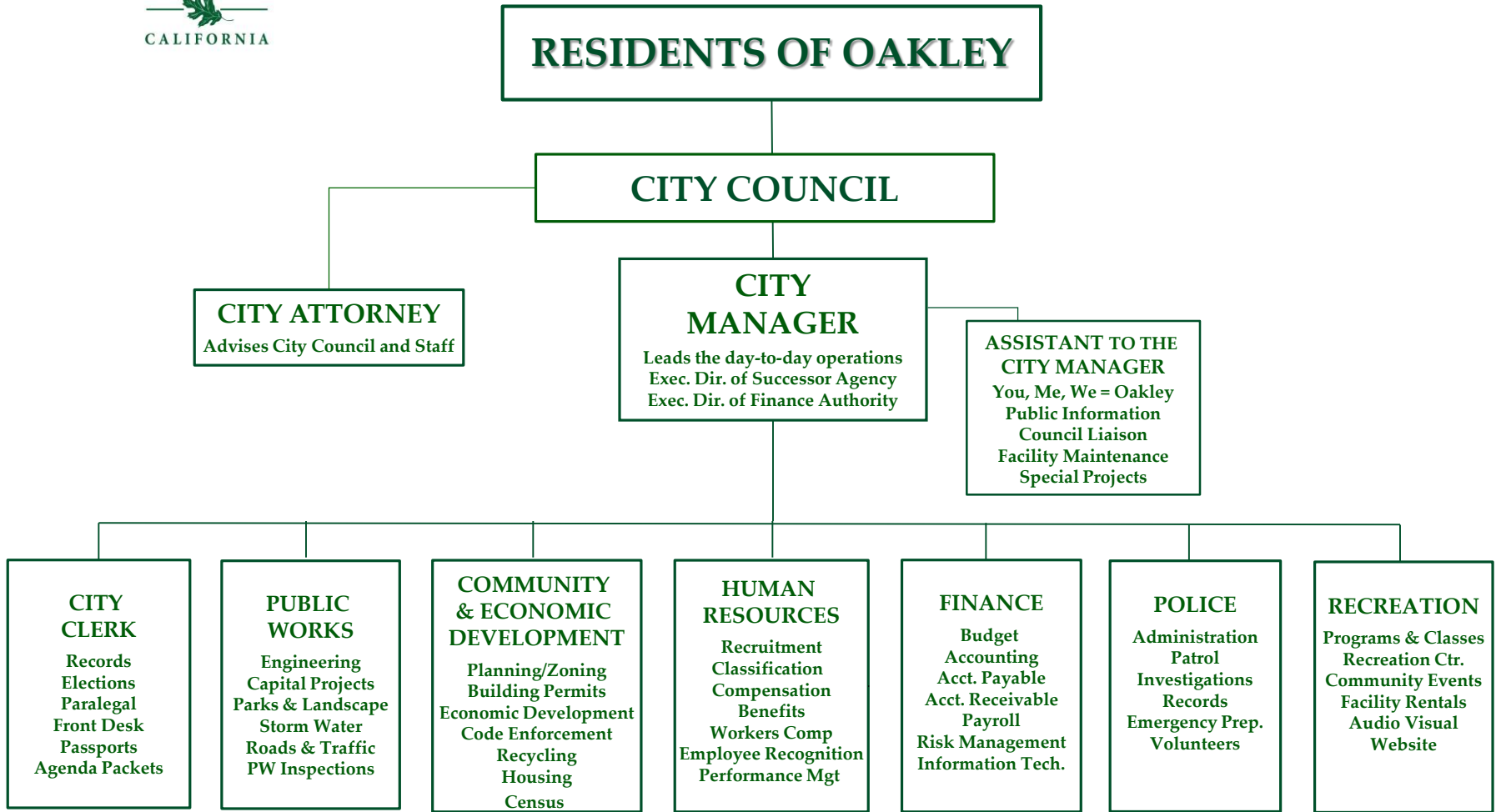
Libby Vreonis, City Clerk

Derek Cole, City Attorney

Joshua McMurray, Community & Economic Development Director

Lindsey Bruno, Recreation Director

Nancy Marquez-Suarez, HR Director/Assistant to the City Manager



BUDGET STRATEGIES AND FINANCIAL POLICIES

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

BUDGET STRATEGIES

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

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

STATEMENT OF FINANCIAL POLICIES

GENERAL FINANCIAL GOALS

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

OPERATING BUDGET POLICIES

The City Council will adopt a balanced budget by June 30 of each year.	Yes	
The City Manager will submit a budget calendar to the City Council no later than January 15th of each year.	Yes	
An annual base operating budget will be developed by verifying or conservatively projecting revenues and expenditures for the current and forthcoming fiscal year.	Yes	
During the annual budget development process, the existing base budget will be thoroughly examined to assure removal or reduction of any services or programs that could be eliminated or reduced in cost.	Yes	
Current revenues will be sufficient to support current operating expenditures (i.e., recurring expenditures will not exceed recurring revenues). One-time or unpredictable revenues will be used for one-time expenditures (including capital and reserves).	Yes	
Annual operating budgets will provide for adequate design, construction, maintenance and replacement of the City's capital plant and equipment.	No	Some older Lighting and Landscaping District zones do not have sufficient

		revenues to set aside enough to fund asset replacements when needed.
The purchase of new or replacement capital equipment with a value of \$50,000 or more and with a useful life of two years or more will require Council approval.	Yes	
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.	Yes	
The City will avoid budgetary and accounting procedures which balance the current budget at the expense of future budgets.	Yes	
The budget will include the appropriation of available but unassigned fund balances in special purpose funds. 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. Prior approval of the City Manager will be required for the assignment and/or use of these appropriations.	Yes Yes Yes	
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.	Yes	
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

<p>The City will work to develop a diversified and stable revenue system to protect it from short-term fluctuations in any one revenue source.</p>	<p>Yes</p>	
<p>User fees will be adjusted bi-annually to recover the full cost of services provided, except when the City Council determines that a subsidy from the General Fund is in the public interest.</p>	<p>Yes</p>	
<p>The City will seek, and with Council approval, apply for all possible Federal and State reimbursement for mandated projects and/or programs and Federal and State grant monies for City programs and projects.</p>	<p>Yes</p>	
<p>Capital improvements will be financed primarily through user fees, service charges, impact fees, or developer agreements when benefits can be specifically attributed to users of the facility. For projects financed with debt, the fees, charges, and/or contractual payments shall be established at a level sufficient to fund the project in its entirety, including the repayment of principal and interest on amounts borrowed. The City will consider future operations and maintenance costs as part of each project's financing plan and ensure that funding sources are identified to properly operate and maintain the improvements when constructed.</p>	<p>Yes</p>	

EXPENDITURE POLICIES

<p>The City will maintain a level of expenditures which will provide for the public well-being and safety of the residents of the community.</p>	<p>Yes</p>	
<p>Purchases shall be approved as described in the City's Municipal Code; more specifically: Purchases for more than \$10,000 shall be supported by a Purchase Order approved by the Finance Director and City Manager, and; Purchases for more than \$50,000 shall be approved by</p>	<p>Yes</p>	

City Council.		
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CAPITAL BUDGET IMPROVEMENT BUDGET POLICIES

The City will make all capital improvements in accordance with an adopted and funded capital improvement program (CIP).	Yes	
The City will develop an annual Five-Year Plan for Capital Improvements, including sections for CIP design, development, implementation, and operating and maintenance costs.	Yes	
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.	Yes	
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.	Yes	
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.	Yes	
Cost tracking for components of the CIP will be implemented and updated quarterly to ensure project completion within budget and established timelines.	Yes	
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 and Rehab Fund to	Yes	.

adequately fund the program.		
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	
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SHORT-TERM DEBT POLICIES

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

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	Yes	
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would accrue from building sooner at current prices and at current interest rates.		
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.	Yes	
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.	Yes	
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. 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 Yes	
Where possible, the City will use special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.	Yes	
Proceeds of long-term debt will not be used for current ongoing operations.	Yes	
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.	Yes	

<p>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>The City had previously established a Street Maintenance Reserve Fund for the accumulation of funds for the long-term maintenance of the City’s streets. In Fiscal Year 2021-2022, that title is being changed from “Reserve” to “Rehab” as these funds will be used on projects, rather than being set aside. The amounts transferred into this Fund will be used to augment the City’s Gas Tax, Measure J, and other street improvement revenues in completing street maintenance and improvement projects. City staff has recognized that we are not able to keep up with the \$7 million of costs that are necessary to maintain the streets to the level that we desire, much less establish a reserve that is sufficient to pay for the next 3 years’ anticipated maintenance. Therefore, this unrealistic Reserve policy is being abandoned, beginning in Fiscal Year 2021-2022.</p>	<p>Yes</p>	
<p>The City established a Vehicle and Equipment Replacement Reserve Fund for the accumulation of funds for the replacement of worn and obsolete vehicles and other capital equipment. Beginning in Fiscal Year 2021-2022, that reserve will be split into two separate funds, Fund 501 for Fleet Vehicle Replacements and Fund 503 for IT Equipment Replacements. Adequate funds shall be set aside in each fund to ensure that funds are available for asset replacement at the end of the assets’ life cycles.</p>	<p>Yes</p>	
<p>The City will seek to build and maintain a Facilities Maintenance Capital Asset Reserve for capital costs associated with the maintenance of all City building facilities. The reserve will be maintained at a level at least equal to projected five-year facilities maintenance capital costs.</p>	<p>No</p>	<p>We do not have a 5-year reserve built up at this time. We plan to establish a new Internal Services Fund for that purpose</p>

		in 2022-2023.
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	Yes	
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.	No	With existing revenues, such a reserve is not feasible. We will revisit this in 2022-2023.
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.	Yes	

INVESTMENT POLICIES

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

ACCOUNTING, AUDITING & FINANCIAL REPORTING POLICIES

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

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

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

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

Appropriations requiring Council action are:

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

Appropriations requiring City Manager action are:

- Transfer within a fund or department
- Appropriation of unbudgeted assigned revenues – assigned revenues support a specific business or service unit and allow expansion or contraction of that unit in response to demand.
- Appropriation of asset replacement reserves, accrued benefits reserves and unassigned balances in special purpose funds.

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

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BUDGET SCHEDULE FY 2021-2022

Date	Function
February 8	2021-22 Budget Instructions Distributed
February 23	FY 2020-21 Midyear review with City Council
Week of February 15	Finance Available for Budget System Training to anyone needing assistance.
February 22	Department Head Strategic Planning Session
Week of March 8	City Manager Discussions with DH's Individually, as needed
March 18	2021-22 Department Goals due to City Manager & Finance Director 2021-22 Operating Budgets due to Finance Director 2021-22 Final CIP Requests due to City Engineer
March 18 – 26	Finance & Engineering Review Period
April 7 – 12	City Manager Review Period
April 13 – 19	City Manager Reviews with Department Heads individually, as needed
April 15	2020-21 Departmental Accomplishments Due to City Manager & Finance Director
April 19	City Council, Staff and City-Wide Strategic Planning Session
April 19 – 26	Preparation and Final City Manager Review of Proposed Budgets, CIP and Presentations
April 30 – May 7	Production and Distribution of Proposed Budget and CIP to Council and Staff
May 11	Budget Work Session
June 8	2021-22 Public Hearing and Budget Adoption

The development of the Fiscal Year 2021-2022 Proposed Budget included a City Council – Staff Strategic Planning Session on April 19th that was live-streamed and open for public input, and one citizen did submit written comments. In 2020, a survey was also sent out to citizens of Oakley regarding their priorities for the City of Oakley Fiscal Year 2020-2021 Budget. The input that we received was incorporated into this budget as well.

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CITY-WIDE BUDGET OVERVIEW

As can be seen in the Proposed All Funds Summary on the following pages, the Citywide projected revenues for Fiscal Year 2021-2022 amount to just under \$61 million, with projected expenditures of just over \$71 million. The Citywide expenditures are significantly larger than the Fiscal year 2020-2021 Adopted Budget of \$42 million, mostly due to the increase in one-time capital improvement projects as well as the funding for the American Rescue Plan Act. We are estimating the total City-wide available resources to be \$30,610,948 at the beginning of Fiscal Year 2021-2022 and \$21,200,787 at the end of the fiscal year.

The Budget includes the appropriation of unassigned balances in special purpose funds so they can be assigned if needed during the year; although in the landscaping district funds, available resources appropriated for unanticipated asset replacements or remediation 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 on June 30, 2021 is estimated to at roughly \$3 million. General Fund activity on this schedule also excludes 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 the landscaping and community service district funds are added to each Fund's reserves for asset replacement, the estimated available resources on 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 fiscal year, as with all capital project appropriation, per City policy. Otherwise, the beginning of the year available resources in these funds will be \$0.

The amounts shown in the appropriation of asset replacement reserves are included in the recommended expenditures. These reduce the amount of replacement reserves available for appropriation for unanticipated replacement or remediation activities.

The Successor Housing Agency fund accounts for assets of the former Oakley Redevelopment Agency and loan repayments restricted to low and moderate income housing projects.

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PROPOSED ALL FUNDS SUMMARY

Fund #	Fund Name	Estimated Available Resources July 1, 2021	Estimated Revenues 2021/22	Recommended Expenditures 2021/22	Transfers between funds	Appropriation of Asset Replacement Reserves	Estimated Available Resources July 1, 2022	Additional Appropriation of Available Asset Replacement Reserves*
100	General Fund**	8,349,320	24,911,110	22,239,559	(5,714,000)		5,306,871	
110	Comm Facilities Dist #1 (Cypress Grove)	2,303,483	349,772	1,395,262	25,501		1,283,494	
115	Oakley Creekside Park Restoration Grant	-	436,465	436,465			-	
120	American Rescue Plan Act (ARPA)	-	8,000,000	7,999,098			902	
123	Youth Development Fund	-	-	-			-	
125	You, Me, We = Oakley!	425	130,000	129,951			474	
132	Park Landscaping Zn 1 (Comm Parks)	3,102,477	1,737,788	1,574,548	(180,000)		3,085,717	100,000
133	LLD Zone 2 (Streetlighting)	84,858	282,988	531,243	190,000		26,603	-
134	Contra Costa Logistics Center (CFD 2020-1)	-	35,000	33,904			1,096	
136	Agricultural Preservation	7,251	-	-			7,251	
138	Economic Dev. Revolving Loan Program	2,188	238,600	271,933	75,000		43,855	
140	Gas Tax Fund	295,778	1,072,615	1,175,545	(190,000)		2,848	
141	Road Maintenance and Rehab	42,854	816,500	840,260			19,094	
145	Stormwater NPDES	323,101	501,000	786,101			38,000	
148	Measure J	426,075	605,000	964,178			66,897	
150	Police P-6 Fund	-	5,402,500	5,402,500			-	
151	Police SLESF Fund	-	125,450	125,450			-	
152	OTS Police Grant	-	-	-			-	
168	Athletic Field Maintenance Fund	129,485	30,000	25,570			133,915	
170	LLD Vintage Parkway	-	74,714	79,714	5,000		-	34,880
171	LLD Oakley Ranch	-	26,696	27,231		535	-	4,030
172	LLD Empire	-	5,134	6,262		1,128	-	20,173
173	LLD Oakley Town Center	-	11,535	11,535			-	17,576
174	LLD Oak Grove	-	29,005	29,005			-	14,466
175	LLD Laurel Woods/Luna Estates	-	8,418	8,418			-	22,876
176	LLD South Forty	-	10,113	10,113			-	10,529
177	LLD Claremont	-	7,728	8,896		1,168	-	1,884
178	LLD Gateway	-	19,860	21,530		1,670	-	44,093
179	LLD Countryside (Village Green)	-	2,875	4,320		1,445	-	6,317
180	LLD Country Fair (Meadow Glen)	-	5,473	6,594		1,121	-	
181	LLD California Sunrise	-	4,102	4,102			-	17,699
182	LLD California Visions (Laurel)	-	13,200	13,200			-	37,455
183	LLD Claremont Heritage	-	19,740	19,740			-	52,107
184	LLD Country Fair (Meadow Glen II)	-	123,813	124,113		300	-	32,751
185	LLD Sundance	-	9,010	9,930		920	-	1,708
186	LLD Calif Jamboree (Laurel Anne)	-	90,684	120,684	30,000		-	86,291
187	LLD Country Place	-	19,400	43,400	24,000	-	-	-
188	LLD Laurel Crest	-	88,350	158,350	70,000		-	6,639
189	LLD Marsh Creek Glen	-	105,523	105,523			-	68,653
190	LLD Quail Glen	-	34,274	34,274			-	19,669
191	Cypress Grove	-	300,642	310,642	10,000		-	100,000
192	South Oakley	-	429,873	439,873	10,000		-	65,329
193	Stone Creek	-	66,393	66,393			-	71,963
194	Magnolia Park	-	848,052	858,052	10,000		-	100,000
195	Summer Lakes	-	490,056	515,056	25,000		-	100,000

PROPOSED ALL FUNDS SUMMARY CONTINUED

Fund #	Fund Name	Estimated Available Resources July 1, 2021	Estimated Revenues 2021/22	Recommended Expenditures 2021/22	Transfers between funds	Appropriation of Asset Replacement Reserves	Estimated Available Resources July 1, 2022	Additional Appropriation of Available Asset Replacement Reserves*
201	General Capital Projects	2,368	215,000	825,476	650,000		41,892	
202	Traffic Impact Fee Fund	5,223,633	3,930,000	7,553,257			1,600,376	
204	Park Impact Fee Fund	1,719,138	2,800,000	3,192,520			1,326,618	
206	Public Facilities Impact Fee Fund	1,972,444	1,105,000	35,840	(671,370)		2,370,234	
208	Fire Impact Fees Fund	-	239,000	239,000			-	
221	2004-1AD Capital Projects	11,273	-	70,000	60,310		1,583	
222	2006-1AD Capital Projects	531,061	500	-	123,423		654,984	
231	Main Street Fund	(162,605)	-	175,000	350,000		12,395	
232	Regional Park Fund	1,459,989	135,000	7,040			1,587,949	
235	Street Maintenance Reserve Fund	2,155,319	-	6,105,000	4,000,000		50,319	
301	Developer Deposits Fund	-	1,040,102	1,040,102			-	
351	2006 COPs Debt Svc Fund	46,786	500	673,129	671,370		45,527	
403	CFD - Citywide Stormwater	93	8,082	1,870			6,305	
404	Fire Protection (CFD 2018-1)	-	100,000	100,000			-	
405	Emerson Ranch Neighborhood (CFD 2015-1)	-	193,118	161,557		(31,561)	-	
406	Emerson Ranch Storm Water (CFD 2015-1)	-	184,834	153,557		(31,277)	-	
407	Prescott Landscaping (CFD 2015-2 Zone 1)	-	269,063	288,510		19,447	-	
408	Prescott Stormwater (CFD 2015-2 Zone 1)	-	20,445	21,168		723	-	
409	Prescott Stormwater (CFD 2015-2 Zone 1)	-	25,501	15,821	(25,501)	15,821	-	
410	Doyle Rd Landscaping (CFD 2015-2 Zone 2)	-	718	1,443		725	-	
411	Bella Estates Landscaping (CFD 2015-2 Zone 3)	-	301	1,442		1,141	-	
412	Quicksilver Landscaping (CFD 2015-2 Zone 4)	-	1,047	2,455		1,408	-	
413	7-11/Self Storage Landscaping (CFD 2015-2 Zone 5)	-	1,272	2,677		1,405	-	
414	Aspen Place Landscaping (CFD 2015-2 Zone 6)	-	7,422	10,361		2,939	-	
415	Aspen Lane Landscaping (CFD 2015-2 Zone 7)	-	12,320	12,259		(61)	-	
416	Duarte Ranch Landscaping (CFD 2015-2 Zone 8)	-	62,741	65,570		2,829	-	
417	Duarte Ranch Stormwater (CFD 2015-2 Zone 8)	-	22,256	23,985		1,729	-	
418	Nature Properties Landscaping (CFD 2015-2 Zone 10)	-	5,095	5,095			-	
419	Chevron Laurel/O'Hara Landscaping (CFD 2015-2 Zone 12)	-	2,878	2,868		(10)	-	
420	4700 Main St Landscaping (CFD 2015-2 Zone 13)	-	-	-			-	
421	Gilbert Property Landscaping (CFD 2015-2 Zone 14)	-	327,503	327,981		478	-	
422	Gilbert Property Stormwater (CFD 2015-2 Zone 14)	-	133,429	194,882		61,453	-	
423	UPS Expansion Landscaping (CFD 2015-2 Zone 16)	-	3,206	3,206			-	
424	ARCO AM/PM Landscaping (CFD 2015-2 Zone 17)	-	702	2,142		1,440	-	
426	Shiloh Landscaping (CFD 2015-2 Zone 18)	-	11,028	5,479		(5,549)	-	
426	The Village at Main Landscaping (CFD 2015-2 Zone 20)	-	25,568	5,448		(20,120)	-	
501	Equipment Replacement Fund	1,658,698	401,081	341,491			1,718,288	
502	Capital Facilities Mtc and Replace Fund	146,490	-	600,710	475,000		20,780	
503	Technology Internal Services	1,000	-	160,710	160,000		290	
621	AD 2004-1 Debt Svc Fund	1,197,993	1,199,985	1,092,960	(60,310)		1,244,708	
622	AD 2006-1 Debt Svc Fund	502,410	765,430	642,895	(123,423)		501,522	
767	Successor Housing Agency	(922,437)	10,700	10,000			-	
		30,610,948	60,780,278	71,143,423	-	31,247	21,200,787	

Please note that the total for the All Fund Summary differs from the Revenue Summary by Fund and the Expenditure Summary by Fund, due to transfers between funds, which can be recorded as revenue to some funds and expenditures to other funds but zero out in total, as can be seen in the All Funds Summary, above



REVENUE SUMMARY BY FUND

Fund	Actuals		Actuals		Projected		Proposed	
	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2020/2021	FY 2021/2022	FY 2021/2022	FY 2021/2022
General Fund	\$ 19,360,195	\$ 21,392,761	\$ 22,285,043	\$ 25,403,090	\$ 25,403,090	\$ 24,911,110	\$ 24,911,110	\$ 24,911,110
Cypress Grove (CFD #1)	323,093	368,473	378,707	351,946	351,946	375,273	375,273	375,273
Oakley Creekside Park Restoration	-	-	-	-	-	436,465	436,465	436,465
American Rescue Plan Act (ARPA)	-	-	-	-	-	8,000,000	8,000,000	8,000,000
You, Me, We = Oakley	51,272	53,405	27,921	81,000	81,000	130,000	130,000	130,000
Parks Landscaping Assessment - (LLAD Zone 1)	1,302,871	1,348,721	1,446,825	1,696,788	1,696,788	1,737,788	1,737,788	1,737,788
Lighting Assessment Dist - (LLAD Zone 2)	430,904	386,834	415,107	457,191	457,191	472,988	472,988	472,988
Contra Costa Logistics Center (CFD 2020-1)	-	-	-	-	-	35,000	35,000	35,000
Downtown Revitalization	206,418	576,022	194,625	249,800	249,800	313,600	313,600	313,600
Gas Tax	887,252	887,217	976,771	935,120	935,120	1,072,615	1,072,615	1,072,615
Gas Tax-RMRA SB1	241,407	700,622	729,741	663,450	663,450	816,500	816,500	816,500
Stormwater NPDES	581,946	528,749	511,081	501,000	501,000	501,000	501,000	501,000
Measure J	895,973	726,058	676,105	645,000	645,000	605,000	605,000	605,000
Police P-6 Assessment District	4,220,780	4,723,889	5,244,720	5,341,550	5,341,550	5,402,500	5,402,500	5,402,500
Supplemental Law Enforcement (SLEF)	139,963	149,787	157,606	100,425	100,425	125,450	125,450	125,450
OTS Police Grants	-	-	-	54,000	54,000	-	-	-
Sports Field Maintenance	53,910	46,442	30,266	25,000	25,000	30,000	30,000	30,000
Vintage Parkway (LLAD Zone 3-1)	75,282	178,059	82,955	81,214	81,214	79,714	79,714	79,714
Oakley Ranch (LLAD Zone 3-2)	26,823	27,081	27,031	26,696	26,696	26,696	26,696	26,696
Empire (LLAD Zone 3-3)	5,394	6,215	6,330	5,284	5,284	5,134	5,134	5,134
Oakley Town Center (LLAD Zone 3-4)	11,654	12,435	12,643	11,685	11,685	11,535	11,535	11,535
Oak Grove (LLAD Zone 3-5)	29,036	29,659	29,794	29,005	29,005	29,005	29,005	29,005
Laurel Woods/Luna Estates (LLAD Zone 3-6)	8,584	9,489	9,694	8,568	8,568	8,418	8,418	8,418
South Forty (LLAD Zone 3-7)	10,132	10,578	10,657	10,113	10,113	10,113	10,113	10,113
Claremont (LLAD Zone 3-8)	7,814	7,991	7,946	7,778	7,778	7,728	7,728	7,728
Gateway (LLAD Zone 3-9)	20,588	22,085	22,322	20,110	20,110	19,860	19,860	19,860
Countryside-Village Green (LLAD Zone 3-10)	2,827	3,107	3,210	2,900	2,900	2,875	2,875	2,875
Country Fair-Meadow Glen (LLAD Zone 3-11)	5,469	5,513	5,513	5,448	5,448	5,473	5,473	5,473
California Sunrise (LLAD Zone 3-12)	4,205	4,911	5,031	4,177	4,177	4,102	4,102	4,102
California Visions-Laurel (LLAD Zone 3-13)	13,564	15,026	15,325	13,450	13,450	13,200	13,200	13,200
Claremont Heritage (LLAD Zone 3-14)	20,278	22,336	22,826	20,240	20,240	19,740	19,740	19,740
Country Fair-Meadow Glen II (LLAD Zone 3-15)	124,277	126,050	126,177	124,044	124,044	123,813	123,813	123,813
Sundance (LLAD Zone 3-16)	9,071	9,182	9,178	9,010	9,010	9,010	9,010	9,010
CA Jamboree-Laurel Anne (LLAD Zone 3-17)	121,672	125,773	126,093	121,184	121,184	120,684	120,684	120,684
Country Place (LLAD Zone 3-18)	31,375	43,426	43,400	43,400	43,400	43,400	43,400	43,400
Laurel Crest (LLAD Zone 3-19)	119,559	120,526	130,171	158,725	158,725	158,350	158,350	158,350
Marsh Creek Glen (LLAD Zone 3-20)	94,649	101,146	105,137	104,428	104,428	105,523	105,523	105,523
Quail Glen (LLAD Zone 3-21)	30,976	32,780	34,051	33,882	33,882	34,274	34,274	34,274
Cypress Grove (LLAD Zone 3-22)	280,066	295,724	305,950	306,340	306,340	310,642	310,642	310,642
South Oakley (LLAD Zone 3-23)	391,804	412,527	426,495	433,791	433,791	439,873	439,873	439,873
Stone Creek (LLAD Zone 3-24)	44,509	58,369	64,684	60,440	60,440	66,393	66,393	66,393
Magnolia Park (LLAD Zone 3-25)	600,228	734,484	805,611	783,819	783,819	858,052	858,052	858,052
Summer Lake (LLAD Zone 3-26)	362,721	438,138	482,172	474,897	474,897	515,056	515,056	515,056
General Capital Projects	2,616,854	1,967,742	2,083,589	1,505,300	1,505,300	865,000	865,000	865,000
Traffic Impact Fee	4,920,253	1,187,766	5,036,458	4,231,107	4,231,107	3,930,000	3,930,000	3,930,000
Park Impact Fee	967,193	356,906	856,521	2,802,663	2,802,663	2,800,000	2,800,000	2,800,000
Public Facilities Fee	1,071,921	408,225	1,069,332	2,135,215	2,135,215	1,105,000	1,105,000	1,105,000
Fire Impact Fee	3,353,041	2,032,662	327,339	307,245	307,245	239,000	239,000	239,000
2012 Refunding Assessment Bond CIP	20,219	67,477	65,081	63,273	63,273	60,310	60,310	60,310
2014 Refunding Assessment Bond CIP	90,253	96,831	59,769	126,170	126,170	123,923	123,923	123,923
Main Street	350,000	275,000	1,350,000	350,000	350,000	350,000	350,000	350,000
Regional Parks (CFD)	580,952	1,030,738	62,803	182,000	182,000	135,000	135,000	135,000
Street Maintenance Reserve	200,000	275,000	350,000	350,000	350,000	4,000,000	4,000,000	4,000,000
Developer Deposits	1,224,836	1,467,838	1,562,172	1,078,000	1,078,000	1,040,102	1,040,102	1,040,102
Debt Service	706,734	707,613	675,942	676,070	676,070	671,870	671,870	671,870
Emerson Ranch (CFD 2015-1)	581,320	799,018	868,050	-	-	-	-	-
Neighborhood Citywide (CFD 2015-2)	47,703	79,014	307,358	-	-	-	-	-
Stormwater Citywide (CFD)	54,449	50,821	68,902	5,116	5,116	8,082	8,082	8,082
Fire Protection (CFD 2018-1)	-	-	13,949	65,000	65,000	100,000	100,000	100,000
Emerson Ranch Parks/St. Lighting (CFD 2015-1)	-	-	-	178,352	178,352	193,118	193,118	193,118
Emerson Ranch Neighborhood (CFD 2015-1)	-	-	-	171,088	171,088	184,834	184,834	184,834



REVENUE SUMMARY BY FUND CONTINUED

Fund	Actuals	Actuals	Actuals	Projected	Proposed
	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2021/2022
Emerson Ranch Storm Water (CFD 2015-1)				249,037	269,063
Prescott Landscaping (CFD 2015-2 Zone 1)				19,753	20,445
Prescott Stormwater (CFD 2015-2 Zone 1)				24,564	25,501
Doyle Rd Landscaping (CFD 2015-2 Zone 2)				343	718
Bella Estates Landscaping (CFD 2015-2 Zone 3)				284	301
Quicksilver Landscaping (CFD 2015-2 Zone 4)				1,016	1,047
7-11/Self Storage Landscaping (CFD 2015-2 Zone 5)				1,234	1,272
Aspen Place Landscaping (CFD 2015-2 Zone 6)				7,206	7,422
Aspen Lane Landscaping (CFD 2015-2 Zone 7)				11,962	12,320
Duarte Ranch Landscaping (CFD 2015-2 Zone 8)				59,408	62,741
Duarte Ranch Stormwater (CFD 2015-2 Zone 8)				21,509	22,256
Nature Properties Landscaping (CFD 2015-2 Zone 10)				4,946	5,095
Chevron Laurel/O'Hara Landscaping (CFD 2015-2 Zone 12)				2,794	2,878
4700 Main St Landscaping (CFD 2015-2 Zone 13)				-	-
Gilbert Property Landscaping (CFD 2015-2 Zone 14)				353,577	327,503
Gilbert Property Stormwater (CFD 2015-2 Zone 14)				141,689	133,429
UPS Expansion Landscaping (CFD 2015-2 Zone 16)				3,564	3,206
ARCO AM/PM Landscaping (CFD 2015-2 Zone 17)				4,660	702
Shiloh Landscaping (CFD 2015-2 Zone 18)				11,885	11,028
The Village at Main Landscaping (CFD 2015-2 Zone 20)				24,823	25,568
Vehicle and Equipment Replacement	337,150	418,808	245,591	295,000	401,081
Capital Facilities Maintenance & Replacement	102,434	306,404	460,159	136,000	475,000
Technology Internal Services				-	160,000
2012 Refunding Assessment Bond Debt Service	1,206,798	1,233,791	1,228,062	1,192,175	1,199,985
2014 Refunding Assessment Bond Debt Service	767,619	780,249	775,694	758,455	765,430
Tax Increment Housing	19,827	75,108	98,767	10,700	10,700
Total Revenue	\$ 50,368,095	\$ 48,358,600	\$ 53,560,452	\$ 56,969,171	\$ 67,744,882

Please note that the total for the All Fund Summary differs from the Revenue Summary by Fund and the Expenditure Summary by Fund, due to transfers between funds, which can be recorded as revenue to some funds and expenditures to other funds but zero out in total, as can be seen in the All Funds Summary.



EXPENDITURE SUMMARY BY FUND

Fund	Actuals	Actuals	Actuals	Projected	Proposed
	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2021/2022
General Fund	\$ 19,360,195	\$ 21,392,761	\$ 22,285,043	\$ 23,175,725	\$ 27,953,559
Cypress Grove (CFD #1)	109,978	103,791	100,394	298,567	1,395,262
Oakley Creekside Park Restoration	-	-	-	-	436,465
American Rescue Plan Act (ARPA)	-	-	-	-	7,999,098
You, Me, We = Oakley	51,272	53,405	27,921	80,575	129,951
Parks Landscaping Assessment - (LLAD Zone 1)	975,872	1,428,686	1,086,768	1,605,382	1,854,548
Lighting Assessment Dist - (LLAD Zone 2)	430,904	386,834	363,402	507,532	531,243
Contra Costa Logistics Center (CFD 2020-1)	-	-	-	-	33,904
Downtown Revitalization Fund	210,561	552,537	309,995	306,107	271,933
Gas Tax	778,540	1,690,754	859,434	810,972	1,365,545
Gas Tax-RMRA SB1	37,883	111,784	146,899	1,371,752	840,260
Stormwater NPDES	562,590	727,605	540,249	537,675	786,101
Measure J	263,546	289,817	1,135,537	1,179,974	964,178
Police P-6 District	4,220,780	4,723,889	5,244,720	5,341,550	5,402,500
Supplemental Law Enforcement (SLEF)	139,963	149,787	157,606	100,425	125,450
OTS Police Grants	-	-	-	54,000	-
Sports Field Maintenance	17,687	21,032	16,032	27,000	25,570
Vintage Parkway (LLAD Zone 3-1)	51,271	153,024	80,438	112,697	114,594
Oakley Ranch (LLAD Zone 3-2)	30,452	26,904	26,317	31,005	31,261
Empire (LLAD Zone 3-3)	4,738	4,003	3,728	25,652	26,435
Oakley Town Center (LLAD Zone 3-4)	5,602	5,290	7,875	29,066	29,111
Oak Grove (LLAD Zone 3-5)	33,275	22,615	19,887	41,746	43,471
Laurel Woods/Luna Estates (LLAD Zone 3-6)	3,597	3,717	4,391	31,268	31,294
South Forty (LLAD Zone 3-7)	5,468	6,289	6,963	20,349	20,642
Claremont (LLAD Zone 3-8)	5,125	8,146	9,165	12,369	10,780
Gateway (LLAD Zone 3-9)	46,529	20,577	17,420	64,179	65,623
Countryside-Village Green (LLAD Zone 3-10)	966	1,343	1,915	9,484	10,637
Country Fair-Meadow Glen (LLAD Zone 3-11)	2,512	3,568	5,450	7,948	6,594
California Sunrise (LLAD Zone 3-12)	313	722	1,259	21,742	21,801
California Visions-Laurel (LLAD Zone 3-13)	10,671	8,835	8,053	50,377	50,655
Claremont Heritage (LLAD Zone 3-14)	9,954	7,463	10,228	70,320	71,847
Country Fair-Meadow Glen II (LLAD Zone 3-15)	110,787	108,414	109,927	158,245	156,864
Sundance (LLAD Zone 3-16)	10,003	9,374	9,107	11,674	11,638
CA Jamboree-Laurel Anne (LLAD Zone 3-17)	129,645	112,692	106,024	205,219	206,975
Country Place (LLAD Zone 3-18)	40,673	41,766	43,066	50,900	43,400
Laurel Crest (LLAD Zone 3-19)	125,778	150,977	136,679	169,689	164,989
Marsh Creek Glen (LLAD Zone 3-20)	41,670	52,488	72,934	166,508	174,176
Quail Glen (LLAD Zone 3-21)	37,809	26,731	29,727	53,144	53,943
Cypress Grove (LLAD Zone 3-22)	278,089	224,890	261,846	405,894	410,642
South Oakley (LLAD Zone 3-23)	334,565	328,361	363,606	489,261	505,202
Stone Creek (LLAD Zone 3-24)	11,016	16,835	19,141	124,462	138,356
Magnolia Park (LLAD Zone 3-25)	514,048	571,415	552,997	883,819	958,052
Summer Lake (LLAD Zone 3-26)	274,926	307,078	390,369	574,897	615,056
General Capital Projects	4,466,461	2,005,153	615,942	4,703,347	825,476
Traffic Impact Fee	3,906,227	3,113,510	3,342,022	5,875,780	7,553,257
Park Impact Fee	1,090,472	1,438,777	818,197	786,080	3,192,520
Public Facilities Fee	711,530	686,402	710,479	717,570	707,210
Fire Impact Fee	342,229	4,332,151	1,129,286	308,245	239,000
2012 Refunding Assessment Bond CIP	127,777	500,319	-	153,500	70,000
2014 Refunding Assessment Bond CIP	1,846	128	-	-	-
Main Street	1,579	101,869	85,261	2,541,846	175,000
Regional Parks (CFD)	2,284	49,709	417,597	139,124	7,040
Street Maintenance Reserve	1,667	128	-	265,000	6,105,000
Developer Deposits	1,224,836	1,467,838	1,560,957	1,078,000	1,040,102
Debt Service	674,139	4,730,934	672,943	673,570	673,129
Emerson Ranch (CFD 2015-1)	26,879	97,349	172,576	-	-
Neighborhood Citywide (CFD 2015-2)	10,092	13,454	43,816	-	-
Stormwater Citywide (CFD)	1,508	2,794	3,613	10,000	1,870
Fire Protection (CFD 2018-1)	-	-	13,949	65,500	100,000

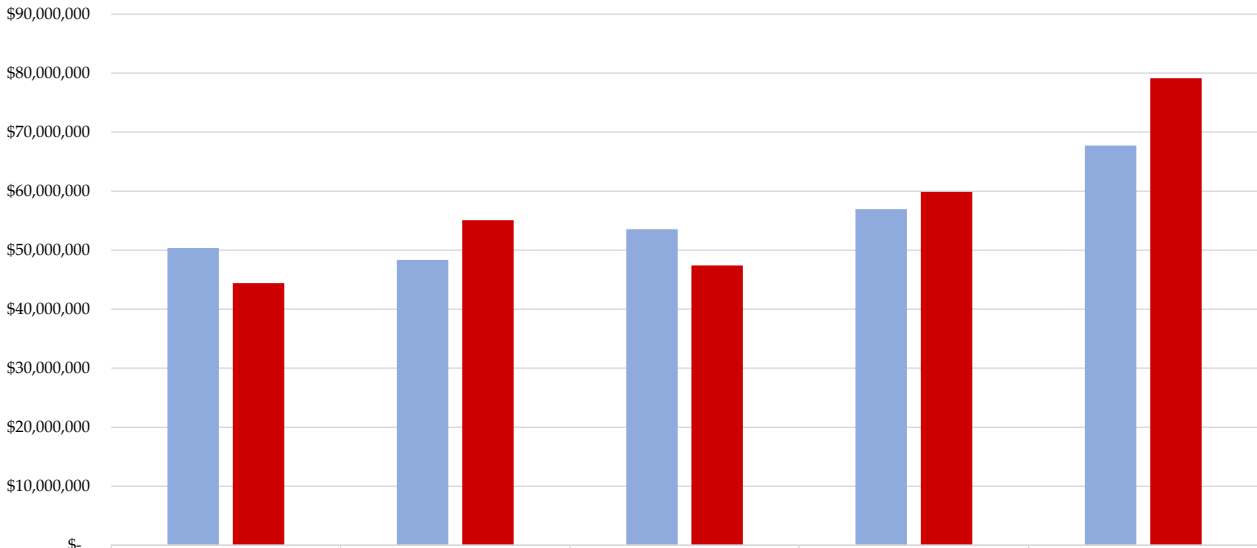


EXPENDITURE SUMMARY BY FUND CONTINUED

Fund	Actuals	Actuals	Actuals	Projected	Proposed
	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2021/2022
Emerson Ranch Parks/St. Lighting (CFD 2015-1)				174,224	161,557
Emerson Ranch Neighborhood (CFD 2015-1)				197,224	153,557
Emerson Ranch Storm Water (CFD 2015-1)				215,624	288,510
Prescott Landscaping (CFD 2015-2 Zone 1)				19,349	21,168
Prescott Stormwater (CFD 2015-2 Zone 1)				24,564	41,322
Doyle Rd Landscaping (CFD 2015-2 Zone 2)				343	1,443
Bella Estates Landscaping (CFD 2015-2 Zone 3)				284	1,442
Quicksilver Landscaping (CFD 2015-2 Zone 4)				1,026	2,455
7-11/Self Storage Landscaping (CFD 2015-2 Zone 5)				1,234	2,677
Aspen Place Landscaping (CFD 2015-2 Zone 6)				9,989	10,361
Aspen Lane Landscaping (CFD 2015-2 Zone 7)				12,727	12,259
Duarte Ranch Landscaping (CFD 2015-2 Zone 8)				64,084	65,570
Duarte Ranch Stormwater (CFD 2015-2 Zone 8)				33,456	23,985
Nature Properties Landscaping (CFD 2015-2 Zone 10)				2,500	5,095
Chevron Laurel/O'Hara Landscaping (CFD 2015-2 Zone 12)				700	2,868
4700 Main St Landscaping (CFD 2015-2 Zone 13)				-	-
Gilbert Property Landscaping (CFD 2015-2 Zone 14)				325,268	327,981
Gilbert Property Stormwater (CFD 2015-2 Zone 14)				71,616	194,882
UPS Expansion Landscaping (CFD 2015-2 Zone 16)				3,564	3,206
ARCO AM/PM Landscaping (CFD 2015-2 Zone 17)				4,660	2,142
Shiloh Landscaping (CFD 2015-2 Zone 18)				11,885	5,479
The Village at Main Landscaping (CFD 2015-2 Zone 20)				24,823	5,448
Vehicle and Equipment Replacement	332,570	445,206	374,819	204,003	341,491
Capital Facilities Maintenance & Replacement	342,094	318,628	992,925	1,500	600,710
Technology Internal Services				-	160,710
2012 Refunding Assessment Bond Debt Service	1,103,716	1,158,249	1,154,060	1,152,933	1,153,270
2014 Refunding Assessment Bond Debt Service	743,098	739,230	708,282	767,908	766,318
Tax Increment Housing	18,482	28,800	25,628	13,500	10,000
Total Expenditures	\$ 44,408,733	\$ 55,086,826	\$ 47,414,862	\$ 59,875,700	\$ 79,145,114

Please note that the total for the All Fund Summary differs from the Revenue Summary by Fund and the Expenditure Summary by Fund, due to transfers between funds, which can be recorded as revenue to some funds and expenditures to other funds but zero out in total, as can be seen in the All Funds Summary.

**CITYWIDE REVENUES & EXPENDITURES
 FISCAL YEAR 2021-2022**



	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2021/2022
Total Revenue	\$50,368,095	\$48,358,600	\$53,560,452	\$56,969,171	\$67,744,882
Total Expenditures	\$44,408,733	\$55,086,826	\$47,414,862	\$59,875,700	\$79,145,114

■ Total Revenue ■ Total Expenditures

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2021-2022 Position Allocation Summary							
	Position	Status	City of Oakley FTE	Contract FTE	Total FTE 2021/2022	Total FTE 2020/2021	Increase/Decrease
City Council							
	Mayor	Elected	1.00		1.00	1.00	-
	Vice-Mayor	Elected	1.00		1.00	1.00	-
	Councilmembers	Elected	3.00		3.00	3.00	-
	Total City Council Staffing:		5.00	0.00	5.00	5.00	-
Building							
	Administrative Asst.	Employee	0.50		0.50	0.50	-
	Building Inspector I	Employee	1.00		1.00	1.00	-
	Building Inspector II	Employee	1.00		1.00	1.00	-
	Building Official	Contract	0.00	0.40	0.40	1.00	(0.60)
	Engineering Technician	Employee	0.10		0.10	0.00	0.10
	Permit Center Manager	Contract	0.00	0.40	0.40	0.40	-
	Permit Technician	Employee	0.00		0.00	1.95	(1.95)
	Permit Technician I	Employee	1.00		1.00	0.00	1.00
	Permit Technician II	Employee	0.95		0.95	0.00	0.95
	Total Building Staffing:		4.55	0.80	5.35	5.85	(0.50)
Code Enforcement							
	Code Enforcement Officer	Employee	1.00		1.00	1.00	-
	Code Enforcement Tech	Employee	1.00		1.00	1.00	-
	Code Enforcement Tech	Employee	1.00		1.00	1.00	-
	Total Code Enforcement Staffing:		3.00	0.00	3.00	3.00	-
City Attorney							
	Assistant City Attorney	Contract		0.25	0.25	0.25	-
	City Attorney	Contract		0.25	0.25	0.25	-
	City Clerk/Paralegal	Employee	0.30		0.30	0.30	-
	Total City Attorney Staffing:		0.30	0.50	0.80	0.80	-
City Clerk							
	City Clerk/Paralegal	Employee	0.70		0.70	0.70	-
	Deputy City Clerk	Employee	1.00		1.00	0.00	1.00
	Office Assistant	Employee	1.00		1.00	0.00	1.00
	Receptionists	Employee	0.98		0.00	1.07	(1.07)
	Records Management Clerk	Employee	0.00		0.00	1.00	(1.00)
	Total City Clerk Staffing:		3.68	0.00	2.70	2.77	(0.07)
City Manager							
	Administrative Asst.*	Employee	0.48		0.48	0.00	0.48
	City Manager	Employee	1.00		1.00	1.00	-
	Human Resources Director/Assistant to the City Manager	Employee	0.20		0.20	0.20	-
	Total City Manager Staffing:		1.68	0.00	1.68	1.20	0.48
Community Outreach							
	Administrative Asst.	Employee	0.48		0.48	0.48	-
	Human Resources Director/Assistant to the City Manager	Employee	0.20		0.20	0.20	-
	Total Community Outreach Staffing:		0.68	0.00	0.68	0.68	-
Human Resources							
	Administrative Asst.	Employee	0.27		0.27	0.27	-
	Human Resources Director/Assistant to the City Manager	Employee	0.60		0.60	0.00	0.60
	Human Resources Manager	Employee	0.00		0.00	0.60	(0.60)
	Management Analyst	Employee	0.80		0.80	0.80	-
	Office Assistant	Employee	0.50		0.50	0.00	0.50
	Total Human Resources Staffing:		2.17	0.00	2.17	1.67	0.50
Custodial Maintenance							
	Facilities Maintenance Aide*	Employee	0.96		0.96	0.48	0.48
	Facilities Maintenance Custodian	Employee	1.00		1.00	1.00	-
	Total Building Maintenance Staffing:		1.96	0.00	1.96	1.48	0.48
Finance							
	Accounting Assistant	Employee	1.00		1.00	1.00	-
	Accounting Manager	Employee	1.00		1.00	0.00	1.00
	Administrative Asst.	Employee	0.50		0.50	0.50	-
	Finance Director	Employee	1.00		1.00	1.00	-
	Senior Accountant	Employee	0.00		0.00	1.00	(1.00)
	Senior Accounting Technician	Employee	1.00		1.00	1.00	-
	Total Finance Department Staffing:		4.50	0.00	4.50	4.50	-
Information Technology							
	Network Engineers	Contract		1.00	1.00	1.00	-
	Total Information Technology Staffing:		0.00	1.00	1.00	1.00	-
Economic Development							
	Economic Development Analyst	Employee	1.00		1.00	0.00	1.00
	Economic Development Manager	Employee	0.00		0.00	1.00	(1.00)
	Total Economic Development Staffing:		1.00	0.00	1.00	1.00	-
Planning							
	Community Development Director	Employee	0.00		0.00	1.00	(1.00)
	Community & Economic Development Director	Employee	1.00		1.00	0.00	1.00
	Planning Technician	Employee	1.00		1.00	1.00	-
	Principal Planner	Employee	1.00		1.00	1.00	-
	Total Planning Staffing:		3.00	0.00	3.00	3.00	-
Police							
	Chief	Employee	1.00		1.00	1.00	-
	Engineering Technician	Employee	0.10		0.10	0.00	0.10
	Lieutenant	Employee	2.00		2.00	1.00	1.00
	Officers	Employee	26.00		26.00	25.00	1.00
	Police Records Assistant	Employee	1.95		1.95	1.43	0.52
	Police Services Assistants	Employee	5.43		5.43	4.90	0.53
	Records Supervisor	Contract	0.0	0.48	0.48	0.48	-
	Sergeants	Employee	7.00		7.00	7.00	-
	Total Police Department Staffing:		43.48	0.48	43.96	40.81	3.15

2021-2022 Position Allocation Summary

	Position	Status	City of Oakley FTE	Contract FTE	Total FTE 2021/2022	Total FTE 2020/2021	Increase/Decrease
Public Works and Engineering							
	Capital Projects Coordinator	Employee	0.00		0.00	1.00	(1.00)
	Capital Projects Engineer	Employee	1.00		1.00	0.00	1.00
	Senior Civil Engineer	Employee	0.00		0.00	0.00	-
	City Engineer/Public Works Director	Employee	1.00		1.00	1.00	-
	Engineering Technician	Employee	0.80		0.80	1.00	(0.20)
	Park & Landscape Maintenance Worker	Employee	1.00		1.00	1.00	-
	Park & Landscape Tree Maintenance Worker	Employee	1.00		1.00	1.00	-
	Parks & Landscape Maintenance Contracts Monitor	Employee	0.48		0.48	0.25	0.23
	Parks & Landscape Maintenance Crew Leader	Employee	0.00		0.00	1.00	(1.00)
	Parks & Landscape Maintenance Foreman	Employee	1.00		1.00	0.00	1.00
	Parks & Landscape Maintenance Laborers (Seasonal)	Employee	0.48		0.48	1.00	(0.52)
	Parks & Landscape Maintenance Worker	Employee	1.00		1.00	0.00	1.00
	Parks and Landscape Maintenance Manager	Employee	1.00		1.00	0.00	1.00
	Parks and Landscape Maintenance Superintendent	Employee	0.00		0.00	1.00	(1.00)
	Parks Ranger	Employee	1.00		1.00	1.00	-
	Principal Engineer	Employee	1.00		1.00	1.00	-
	Administrative Assistant	Employee	0.48		0.48	0.48	-
	Public Works Administrative Specialist	Employee	1.00		1.00	1.00	-
	Public Works Inspector II	Employee	1.00		1.00	1.00	-
	Public Works Maintenance Worker	Employee	1.00		1.00	1.00	-
	Sports Field Maintenance Laborer	Employee	0.48		0.48	0.25	0.23
	Streets Maintenance Foreman	Employee	1.00		1.00	1.00	-
	Total Public Works/Engineering Staffing:		15.71	0.00	15.71	14.98	0.73
Recreation							
	Facilities Attendant	Employee	0.00		0.00	0.38	(0.38)
	Recreation Aide (Seasonal)	Employee	3.80		3.80	1.68	2.12
	Recreation and Event Coordinator	Employee	1.00		1.00	1.00	-
	Recreation Director	Employee	1.00		1.00	0.00	1.00
	Recreation Leader (Seasonal)	Employee	4.28		4.28	3.23	1.05
	Recreation Manager	Employee	0.00		0.00	1.00	(1.00)
	Senior Recreation Leader	Employee	1.00		1.00	0.48	0.53
	Total Recreation Division Staffing:		11.08	0.00	11.08	7.77	3.69
	Total Contract Employees			2.78	2.78	2.78	-
	Total City Employees:		101.77		101.77	92.72	9.05
	Total Position Allocation Summary				104.55	95.50	9.05
You, Me, We Oakley							
	You Me We Project Coordinator/Management Analyst	Employee	0.20		0.20	0.20	-
	You Me We Project Administrative Assistant	Employee	0.48		0.48	0.48	-
	Total YMWO Staffing:		0.68	0.00	0.68	0.68	-
	Total Contract Employees			2.78	2.78	2.38	0.40
	Total City Employees:		102.44		102.44	93.39	9.05
	Total Position Allocation Summary				105.22	95.77	9.45

* One part time Administrative Assistant and one part time Facilities Maintenance Aide will be funded by the American Rescue Plan Act

EMPLOYEE BENEFITS

Defined Benefit Retirement Plan - The City participates in the California Public Employees' Retirement system (CalPERS) and provides the following benefit formulas, with the formula designation depending on the hire date and prior CalPERS service of the employee:

Miscellaneous Employees

- Classic Tier 1: 2.5% @ 55, highest single year, if hired before October 18, 2010
- Classic Tier 2: 2.0% @ 60, highest single year, if hired on or after October 18, 2010
- PEPR Tier 3: 2.0% @ 62, average 3-year final compensation, if hired on or after January 1, 2013

Safety

- PEPR 2.7% @ 57, average 3-year final compensation, all sworn personnel

For employees that are currently active in CalPERS, the City does NOT participate in Social Security, except for the mandatory 1.45% payroll deduction for Medicare.

Health and Welfare – City offers numerous plans including both HMO and PPO plans with the City currently providing up to \$1,735 per month for family coverage (up to \$1,820.00 for safety employees) or \$1,235 for employee only coverage to be used toward the premium for health insurance coverage. If an employee has existing group coverage, they can receive \$400 as cash-in-lieu. Dental and Vision coverage for employee and family is paid for by the City.

Medical Trust – Safety employees receive a contribution of \$450 per month toward their Medical Trust with Peace Officers Research Association of California (PORAC). Non-Safety employees receive a contribution of \$10 per pay period toward a retirement health savings (RHS) account.

Deferred Compensation – 457 and 401a plans available, including a City match of employee's contributions (up to 1% of base salary) for miscellaneous employees.

Holidays – 13 scheduled holidays

Vacation – Accrual of 80 hours per year initially and incrementally increasing up to 200 hours per year after 15 years of service (accrued with each pay period).

Administrative Leave – 96 hours per year

Sick Leave – 12 days accrued each year (accrued with each pay period).

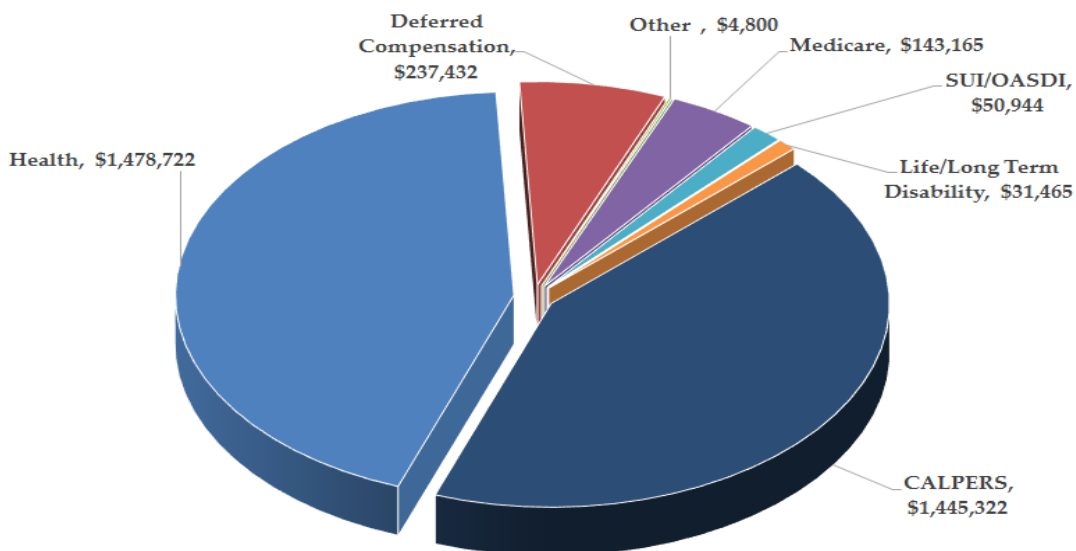
Life Insurance - If an employee’s death occurs while covered under this plan, the employee’s designated beneficiary/ies will receive a benefit of \$100,000. The City of Oakley pays for this benefit premium. Additional life insurance benefit amounts (over the \$100,000) are available, but premiums are paid for solely by the employee.

Long Term Disability – City paid plan - Long Term Disability Insurance provides you with income protection in the event of a disability. The plan pays 2/3’s of your salary up to a maximum monthly benefit of \$6,666. If you are eligible for income from other sources, such as Social Security and/or Worker’s Compensation, LTD benefits are adjusted so that the maximum monthly benefit you receive from all sources does not exceed 2/3’s of pre disability earnings. The elimination period is 90 days with a duration for benefits paid up to age 65. The City of Oakley pays for your coverage offered through The Standard. Sworn Police personnel have employee-paid disability insurance through the Peace Officers Research Association of California (PORAC).

Flexible Spending Accounts – Tax deferred options for dependent care, health care, and commuter expenses is offered.

Wellness – Gym or physical fitness premiums for employee only can be reimbursed, up to \$35 per month.

Tuition Reimbursement – Employees have up to \$2,500 per fiscal year available to cover tuition and book costs to continue their education at an institution accredited by the Western Association of Schools and Colleges.



GENERAL FUND BUDGET OVERVIEW

The Proposed General Fund Budget for Fiscal Year 2021-2022 is balanced, with \$24,911,110 of revenues and \$24,903,559 of recurring expenditures, net of \$3,050,000 of non-recurring Transfers Out. Of the \$5,714,000 of Transfers Out proposed for Fiscal Year 2021-2022, \$2,664,000 is considered to be recurring and the balance of \$3,050,000 is considered to be one-time or non-recurring expenditures.

GENERAL FUND PROPOSED BUDGET

FISCAL YEAR 2021/22

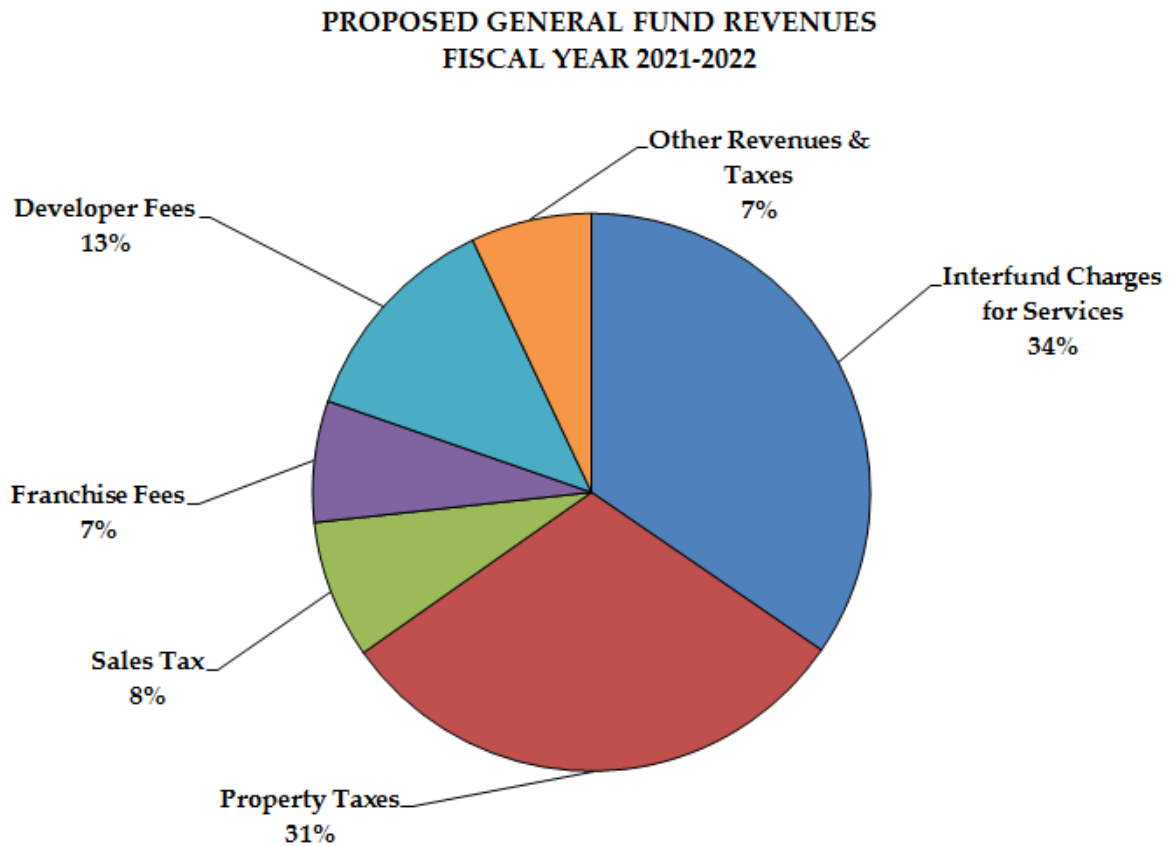
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Property Taxes	\$ 6,088,197	\$ 6,657,245	\$ 7,206,056	7,427,020	7,640,000
Sales Tax	1,825,960	2,040,960	2,183,052	2,000,000	2,000,000
Franchise Taxes	1,719,302	1,773,997	1,893,515	1,751,922	1,752,000
Other Taxes	535,864	686,655	635,353	539,000	635,000
Total Taxes	10,169,323	11,158,857	11,917,976	11,717,942	12,027,000
Interfund Charges for Services	7,059,302	7,884,541	8,530,263	8,175,551	8,612,410
Developer Fees	2,272,856	1,365,782	2,059,111	3,915,388	3,159,500
Intergovernmental Revenues	358,352	383,270	434,484	957,579	505,600
Business Licenses	158,743	159,586	148,066	154,000	155,000
Other Revenue	841,446	620,861	781,616	756,630	301,600
Other Financing Sources	106,736	373,412	357,935	250,000	150,000
Total Revenue	20,966,758	21,946,310	24,229,451	25,927,090	24,911,110
Expenditures:					
Animal Control	238,438	251,726	266,521	280,000	283,250
City Council	62,960	66,166	63,167	170,461	172,429
City Clerk	306,309	352,239	345,831	391,547	380,217
City Attorney	286,147	331,730	293,448	353,951	486,533
City Manager	490,006	538,415	585,531	451,481	468,714
Community Outreach	123,573	122,630	123,538	165,106	165,265
Finance	681,537	722,616	832,204	867,749	901,722
Human Resources	287,586	229,900	276,394	356,173	517,251
Building Maintenance	46,488	77,994	105,777	106,964	121,119
IT	300,777	300,699	293,120	318,201	324,655
Non Departmental	(378,639)	(281,983)	816,980	868,430	130,000
Economic Development	252,315	291,246	268,578	269,169	195,549
Building & Code Enforcement	900,308	1,026,473	1,052,987	1,259,929	1,429,236
Police	9,270,442	9,782,881	9,796,066	10,075,385	11,439,153
Planning	438,316	479,379	638,980	781,464	980,812
Public Works	2,508,295	2,836,525	2,519,475	3,080,375	3,390,750
Recreation	547,966	692,661	659,390	767,407	852,904
Transfers Out	2,997,356	3,594,073	3,356,000	2,609,522	5,714,000
Total Expenditures	19,360,180	21,415,370	22,293,987	23,173,314	27,953,559
Net Revenue (Expense)	1,606,578	530,940	1,935,464	2,753,776	(3,042,449)
Beginning Fund Balance	14,485,806	16,092,384	16,431,718	18,050,372	20,804,148
Reserved Fund Balance	8,786,828	9,029,998	10,707,946	12,454,828	12,136,028
Unassigned Fund Balance	7,305,623	7,401,720	7,342,426	8,349,320	5,306,871
Total Ending Fund Balance	16,092,384	16,431,718	18,050,372	20,804,148	17,761,699

OVERALL ANALYSIS OF GENERAL FUND REVENUES

Overall General Fund revenues for Fiscal Year 2020-2021 are estimated to come in about \$1.7 million or 7% higher than Fiscal Year 2019-2020 revenues, totaling just under \$25.9 million. This increase is primarily due to Development Fees and a \$524,000 CARES Act reimbursement. Fiscal Year 2021-2022 revenues are projected to be \$24.9 million, which is about \$492,000 less than 2020-2021, due primarily to lower projections for Development Fees. The impacts that COVID-19 would have on the global economy and on the City's revenues were uncertain when we prepared our Fiscal Year 2020-2021 Budget. We did lose a good deal of our typical Sales Tax and other revenues, due to the Pandemic, which were partially offset by increased Use Tax revenues resulting from new legislation (referred to as the Wayfair decision and California Assembly Bill 147) that requires certain retailers located outside of California to collect and remit Use Tax for taxable sales to California consumers. What we didn't anticipate were the massive government stimulus dollars being fed into the economy and low interest rates driving housing development through the roof. Trillions of dollars more of stimulus money will be hitting the economy, soon. The City of Oakley stands to receive just over \$8 million from the federal government through the American Recovery Plan Act (ARPA). Some of those dollars may help to reimburse the General Fund for its losses. However, we are including that in a budget that is separate from the General Fund, and we do not yet have clear guidance as to if or how all of those funds can be used by the City of Oakley.

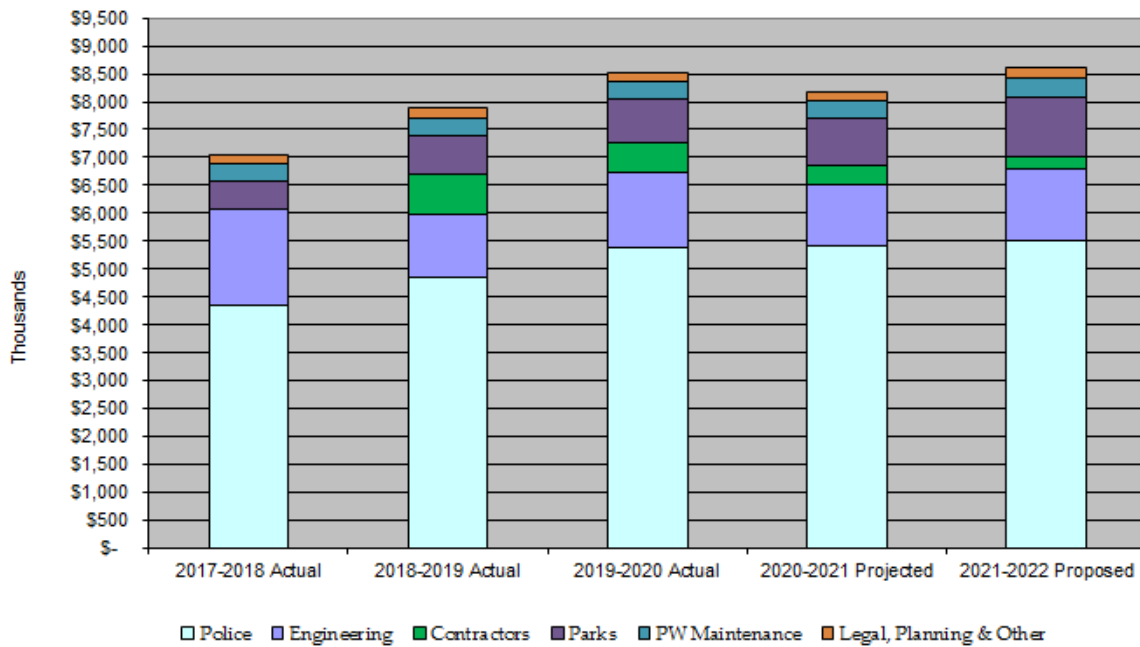
MAJOR REVENUE SOURCES

As can be seen in the graph below, the City’s largest projected General Fund Revenues for Fiscal Year 2021-2022 are Interfund Charges and Property Taxes. Those two revenue sources are projected to bring in 65% of General Fund Revenues. Combined, Sales Tax, Franchise Fees and Developer Fees make up another 28% of projected General Fund revenues. Other Revenues and Taxes make up the remaining 7%. Each of these revenues are discussed in further detail, on the following pages.



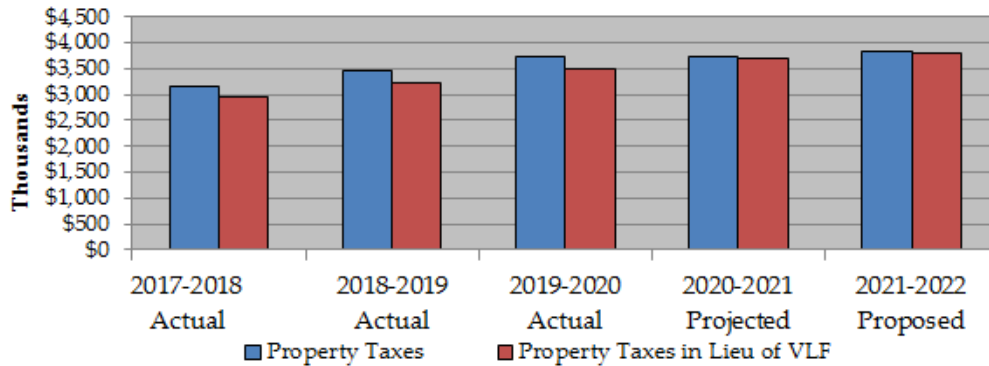
INTERFUND CHARGES FOR SERVICES

Interfund Charges for Services is the largest revenue of the City. More than one-third of the Fiscal Year 2021-2022 General Fund revenues are cost recoveries for activities funded by impact fees, developer application fees, special taxes, assessments and other special purpose revenues. For fiscal year 2021-2022, estimated Interfund Charges total approximately \$5.5 million for Police Services, \$1.3 million for Engineering Services, \$1.1 million for Parks Maintenance Services, \$335,000 for Public Works Maintenance, \$230,000 for Contractors, and \$192,000 in total for Legal, Planning and Other Services.



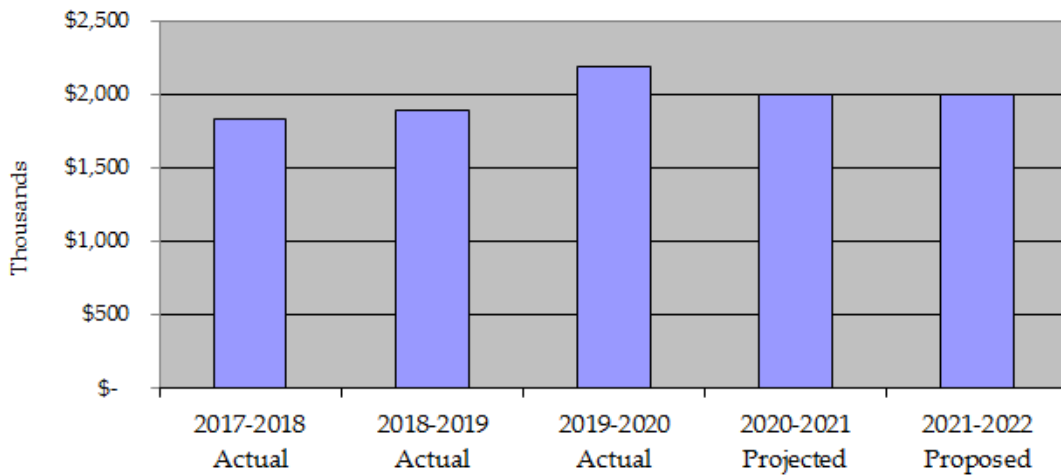
PROPERTY TAXES

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 2021-2022 anticipate an increase of 3% in citywide assessed values. The budget includes estimated 1% Property Taxes totaling over \$3,830,000 and Property Taxes In Lieu Of Vehicle License Fees totaling over \$3,810,000.



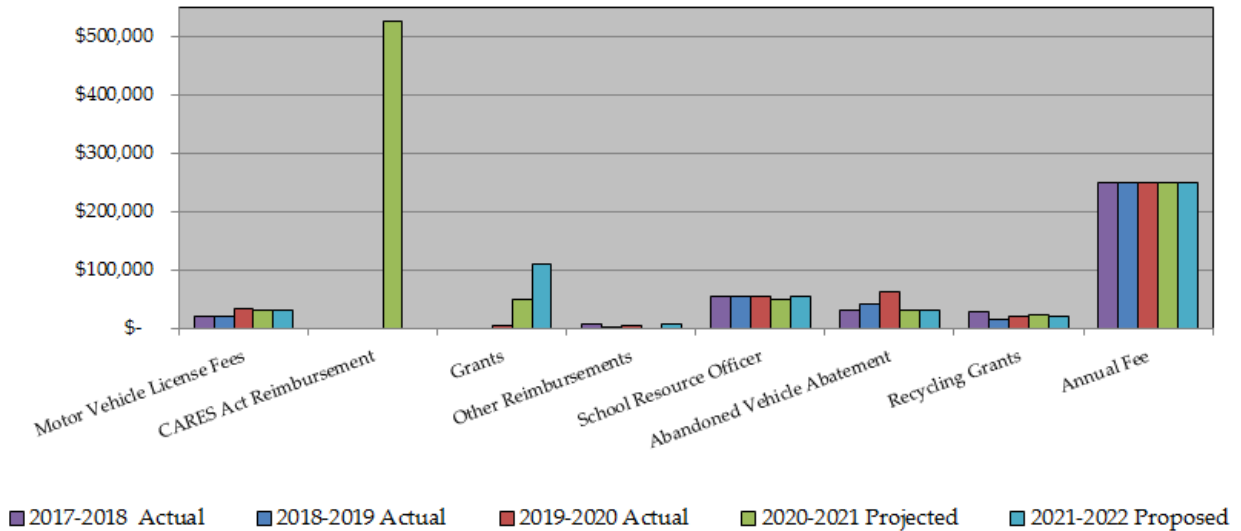
SALES TAX

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 2021-2022, the estimated sales taxes are \$2,000,000, which is level compared to estimated 2020-2021. The City utilizes the services of HdL Companies for our Sales Tax projections.



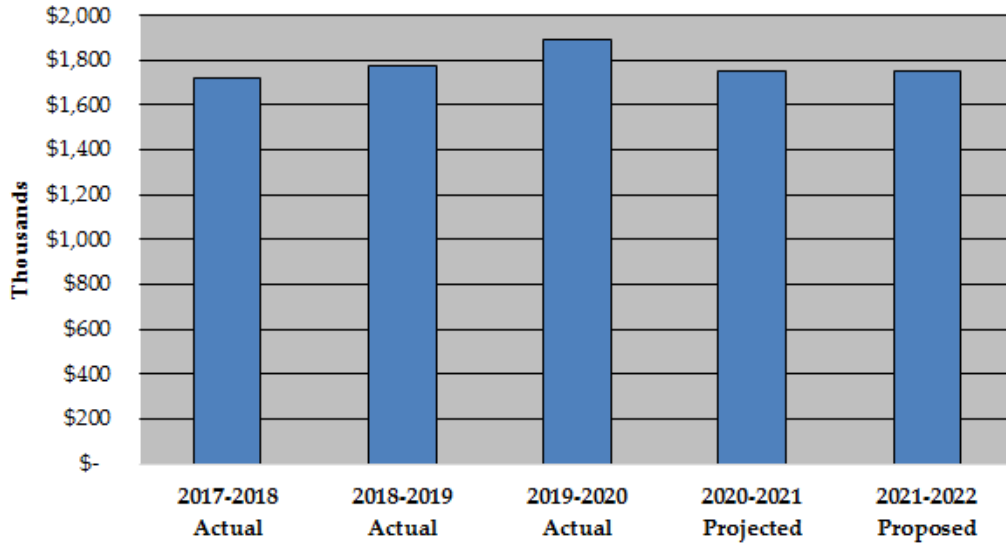
INTERGOVERNMENTAL REVENUES

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 2021-2022 total intergovernmental revenues are \$505,600, with is about \$72,000 or 17 percent more than is projected for Fiscal Year 2020-2021. The increase is due primarily to \$60,000 of an SB-2 Planning Grant revenue that is being budgeted for Fiscal Year 2021-2022.



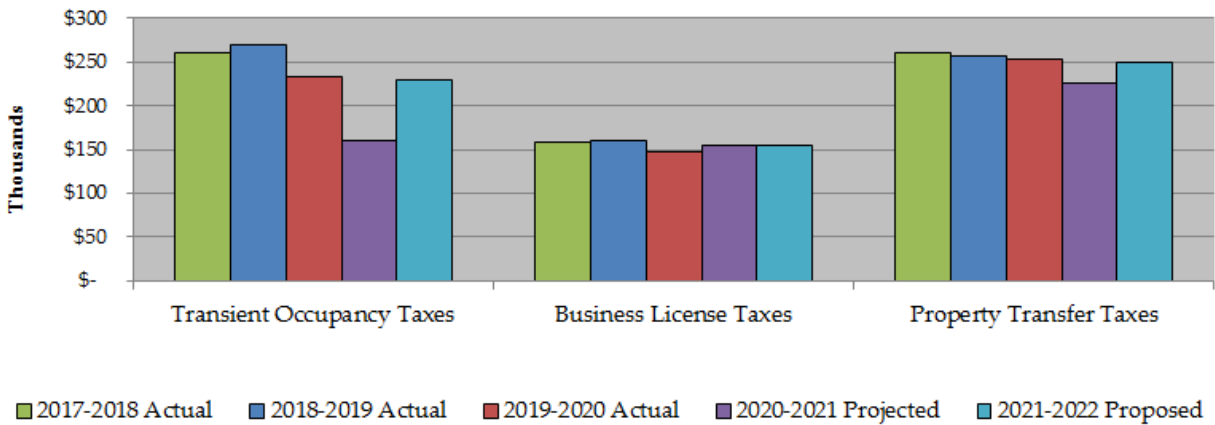
FRANCHISE FEES

The City collects Utility Franchise Fees related to pipelines, electricity, cable and garbage. Total estimated Franchise Fees for Fiscal Year 2020/2021 are \$1,752,000, with \$22,000 from pipelines, \$330,000 from electricity, \$450,000 from cable, and \$950,000 from Garbage Franchise Fees. We are budgeting somewhat conservatively due to a higher-than-normal percentage of customers being delinquent on their utility bills due to the Pandemic, and we are using the same total projections for Fiscal Year 2021-2022.



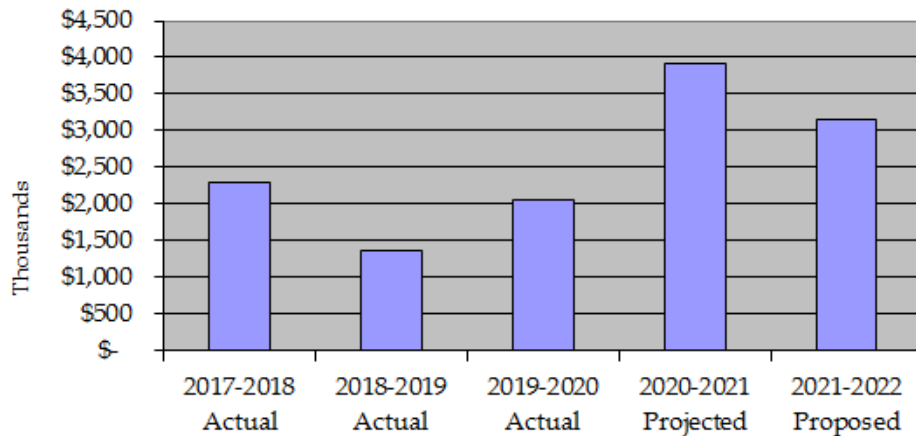
OTHER TAXES

In addition to the above Taxes, the City collects a Transient Occupancy (Hotel) Tax, Property Transfer Taxes, and Business License Taxes. For Fiscal Year 2021-2022, total Other Taxes are estimated to be approximately \$635,000, which is \$96,000 more than projected for the current fiscal year and equal to 2019-2020 actual revenues. The decreases in Fiscal Year 2020-2021 were primarily due to anticipated reductions in Transient Occupancy Tax and Business Licenses, resulting from COVID-19.



DEVELOPMENT FEES

Development Fees consist primarily of building permits, plan review, and administrative fees. For fiscal year 2020-2021, total estimated Development Fees are up 90% from \$2,059,000 in Fiscal Year 2019-2020 to \$3,915,000. This large increase is due to record home sales resulting from record low interest rates and people moving from big cities to more rural communities, because more people are able to work remotely since the onset of the COVID-19 Pandemic. As mentioned in the City Manager’s Budget Message, we have already issued building permits for more than 500 single family homes and 130 senior apartment units in Fiscal Year 2020-2021. The Fiscal Year 2021-2022 Budget reflects a decrease in projected development activities compared to Fiscal Year 2020-2021 projections and are based on the addition of 360 single-family housing units and some new non-residential construction.



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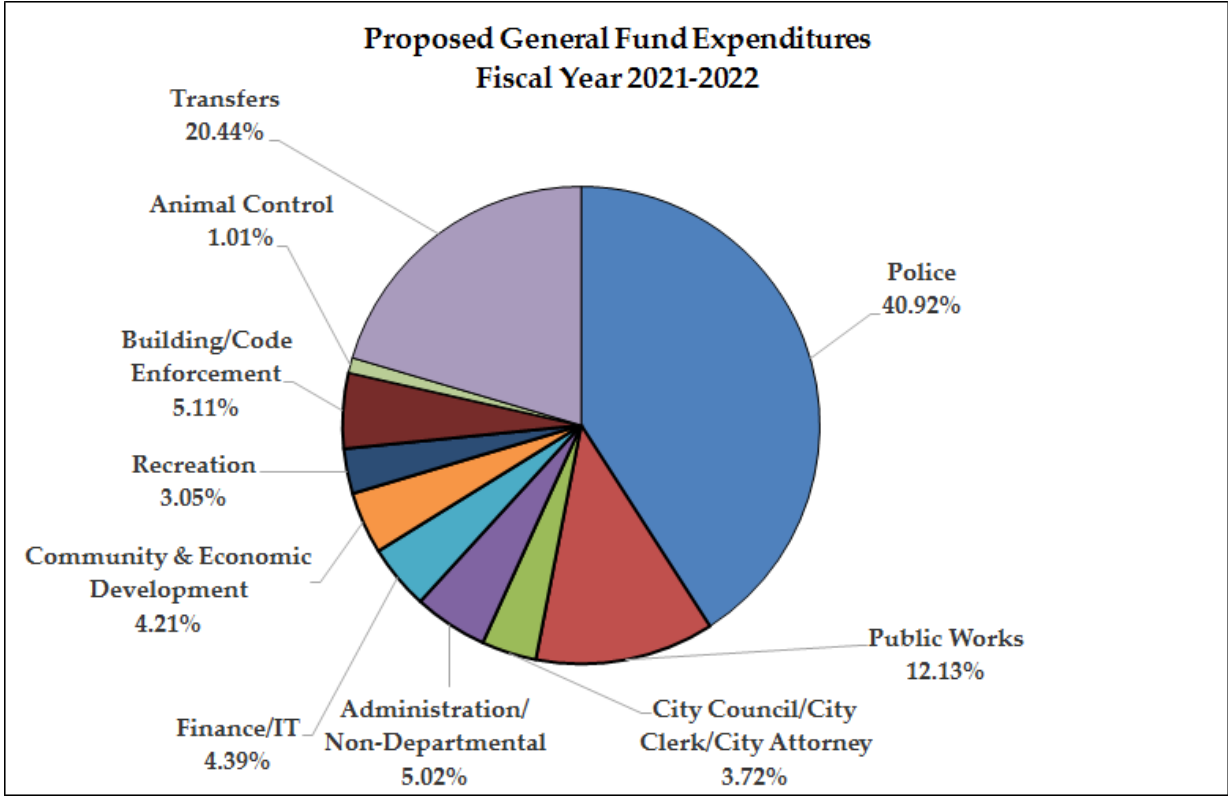
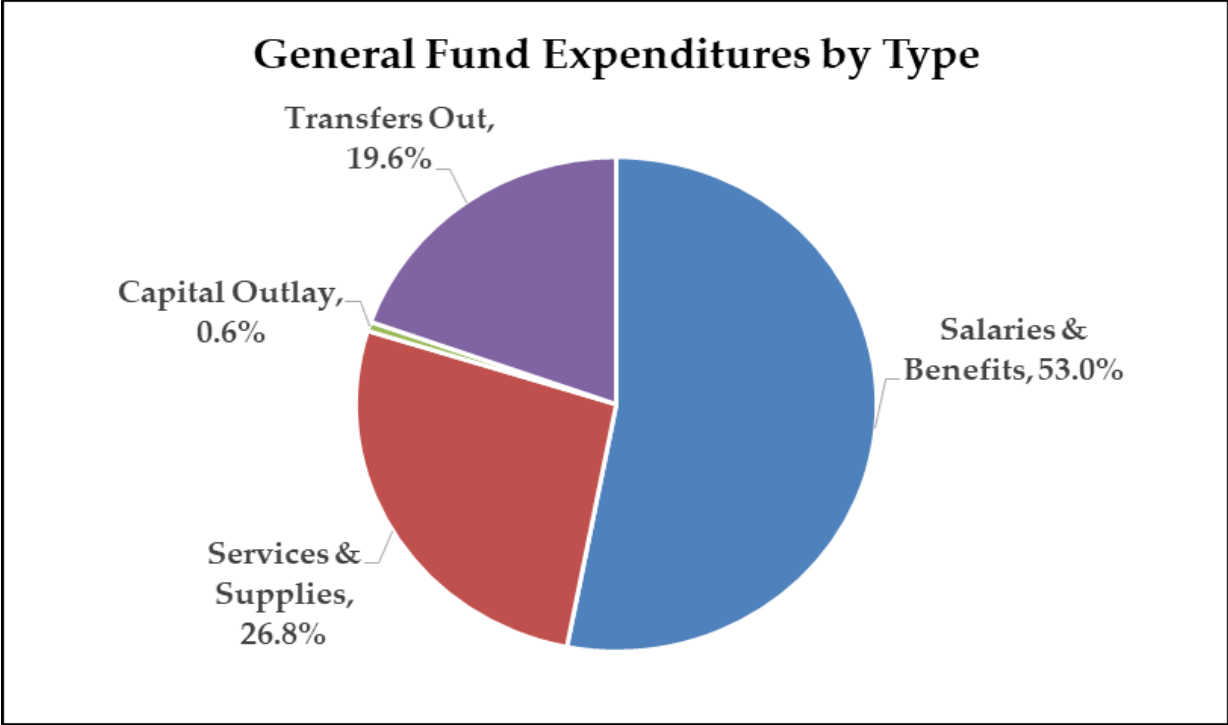
GENERAL FUND EXPENDITURES

Department	Salaries & Benefits	Services & Supplies	Capital Outlay	Transfers Out	Total
Animal Control		283,250			283,250
City Council	31,979	140,450			172,429
City Clerk	317,505	62,712			380,217
City Attorney	65,070	421,463	-		486,533
City Manager	400,601	68,113			468,714
Community Outreach	73,488	91,777			165,265
Finance	678,692	223,030			901,722
Human Resources	308,538	188,713	20,000		517,251
Building Maintenance	104,189	16,930			121,119
Information Technology		213,644	111,011		324,655
Non Departmental	616,841	(486,841)		-	130,000
Economic Development	127,063	68,486			195,549
Building Permit	509,559	630,692			1,140,251
Code Enforcement	238,625	50,360			288,985
Police	8,217,143	3,205,510	16,500		11,439,153
Planning	528,346	452,466			980,812
Engineering	986,375	902,500	21,450		1,910,325
Public Works Maintenance	227,454	282,452	-		509,906
Recreation	466,706	386,198			852,904
Parks	760,007	210,512	-		970,519
Transfers Out				5,714,000	5,714,000
Total	14,658,181	7,412,417	168,961	5,714,000	27,953,559
	52.4%	26.5%	0.6%	20.4%	100.0%

As can be seen above, total General Fund expenditures for Fiscal Year 2021-2022 amount to \$27,953,559, including \$5,714,000 of Transfers Out. As mentioned earlier, \$2,664,000 of the Transfers Out is considered to be recurring transfers out and the remaining \$3,050,000 is considered to be non-recurring. Salaries and Benefits accounts for 52.4% and Services and Supplies account for 26.5% of the General Fund Budget. The breakout of expenditure by type, as percentages of the Budget, can also be seen in Chart on the following page.

As depicted in the second chart on the following page, the Police Department Budget makes up about 40.92% and Public Works makes up 12.13% of the General Fund Budget. Each of the remaining departmental budgets are 5% or less of the General Fund Budget.

By comparison, the Adopted Fiscal Year 2020-2021 General Fund Budget included expenditures of \$21,330,007, with \$1,700,000 of Transfers Out. The Proposed 2021-2022 Budget reflects an increase of \$6,623,552 or 31% of total expenditures primarily due to one-time capital improvement projects.



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 2021-2022:

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 2021-2022. County Animal Services has advised of some significant increases to start in fiscal year 2022-2023, but is requiring only a moderate increase for this upcoming year: from \$6.54 per capita to \$6.67 per capita (\$283,250).

ANIMAL CONTROL				
2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Actual	Actual	Actual	Projected	Proposed
\$238,438	\$251,726	\$266,521	\$280,000	\$283,250

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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

The City Council program remains relatively unchanged for fiscal year 2021-2022, with the \$100,000 being carried over from Fiscal Year 2020-2021 for consulting fees related to services for setting up City Council districts, as it was not utilized in Fiscal Year 2020-2021.

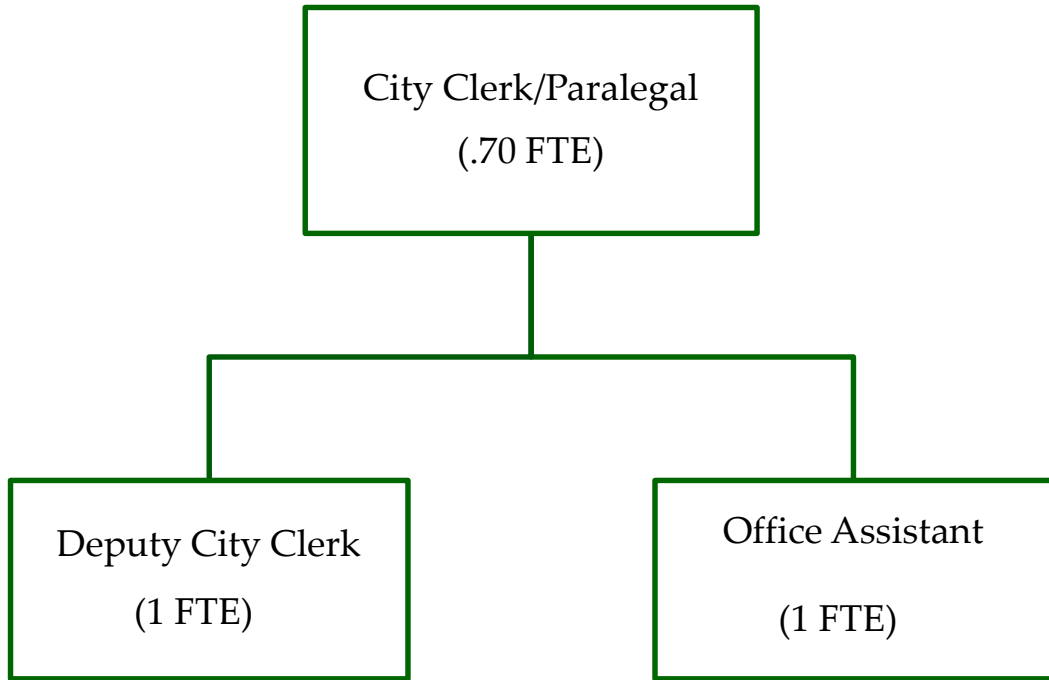
CITY COUNCIL					
USE OF FUNDS	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Personnel Services	\$30,682	\$30,806	\$30,327	\$31,511	\$31,979
Services	\$31,290	\$33,307	\$31,979	\$136,950	\$138,450
Supplies	\$988	\$2,053	\$1,043	\$2,000	\$2,000
Total	\$62,960	\$66,166	\$63,167	\$170,461	\$172,429

CITY COUNCIL MEMBERS					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Mayor	1.00	1.00	1.00	1.00	1.00
Vice-Mayor	1.00	1.00	1.00	1.00	1.00
Council members	3.00	3.00	3.00	3.00	3.00
Total City Council	5.00	5.00	5.00	5.00	5.00

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City Clerk

Records, Elections, Receptionists, Passports, Agenda Packets



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

Staffing Summary

The City Clerk 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 Deputy City 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 and Public Financing Authority 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

There are no proposed program changes for fiscal year 2021-22.

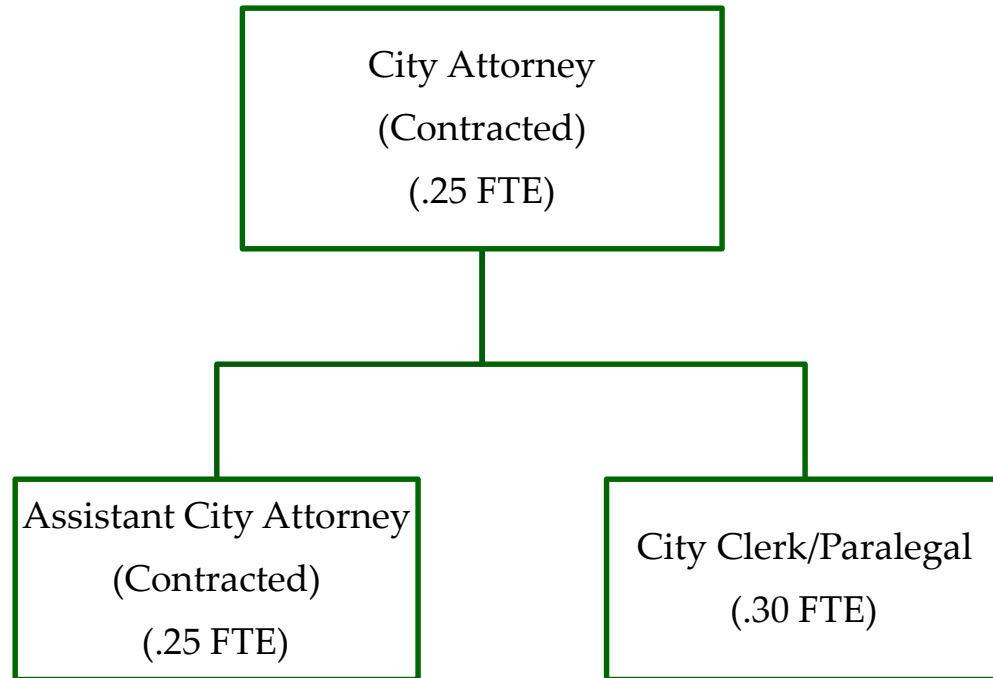
CITY CLERK					
USE OF FUNDS	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Personnel Services	\$257,975	\$278,027	\$287,732	\$288,703	\$317,505
Services	\$47,964	\$73,992	\$57,883	\$101,544	\$61,412
Supplies	\$370	\$220	\$216	\$1,300	\$1,300
Total	\$306,309	\$352,239	\$345,831	\$391,547	\$380,217

CITY CLERK STAFFING					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
City Clerk/Paralegal	0.70	0.70	0.70	0.70	0.70
Deputy City Clerk					1.00
Office Assistant					1.00
Records Management Clerk	1.00	1.00	1.00	1.00	
Receptionists	1.07	1.07	1.07	1.07	
Total City Clerk Staffing	2.77	2.77	2.77	2.77	2.70

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City Attorney

Advises City Council and City Staff



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 inter-fund 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

There are no proposed program changes for fiscal year 2021-2022.

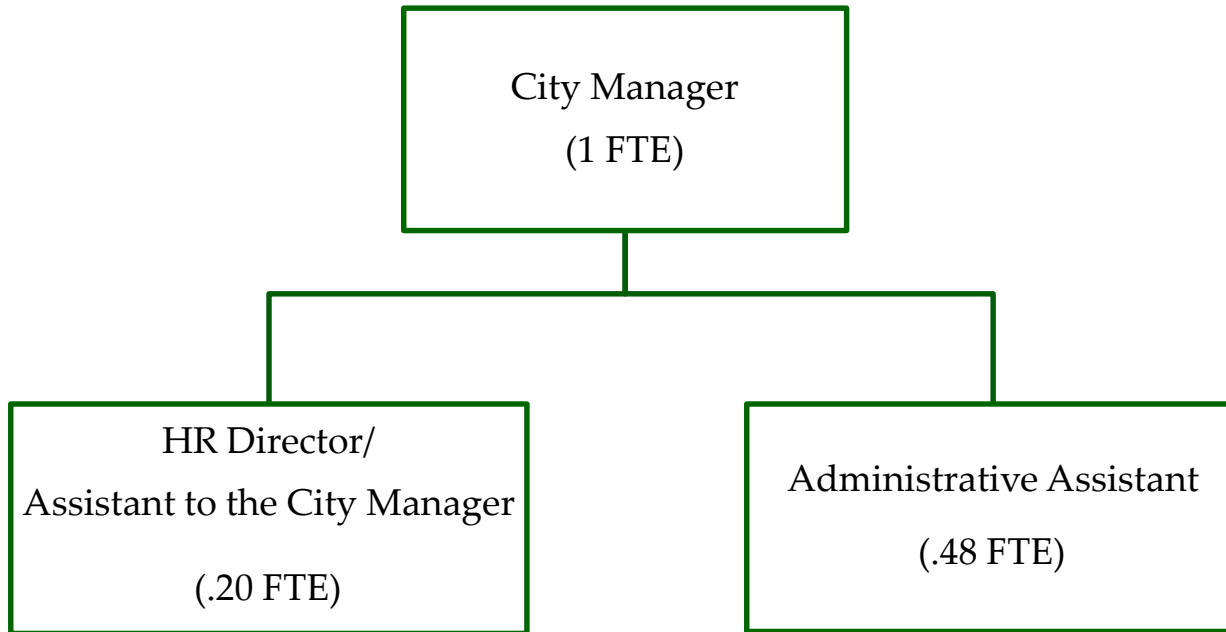
CITY ATTORNEY					
USE OF FUNDS	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Personnel Services	\$56,687	\$59,865	\$62,579	\$62,482	\$65,070
Services	\$229,459	\$271,865	\$230,869	\$291,469	\$421,463
Total	\$286,146	\$331,730	\$293,448	\$353,951	\$486,533

CITY ATTORNEY STAFFING					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
City Attorney (Contracted)	0.25	0.25	0.25	0.25	0.25
Assistant City Attorney (Contracted)		0.25	0.25	0.25	0.25
Special Counsel (Contracted)	0.25				
City Clerk/Paralegal	0.30	0.30	0.30	0.30	0.30
Total City Attorney Staffing	0.80	0.80	0.80	0.80	0.80

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City Manager

Day to Day Operations, Public Information, Community Outreach/Engagement, Council Liaison, Facility Maintenance, Special Projects, You Me We = Oakley!



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 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.

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 Director), 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

There are no proposed program changes for fiscal year 2021-2022.

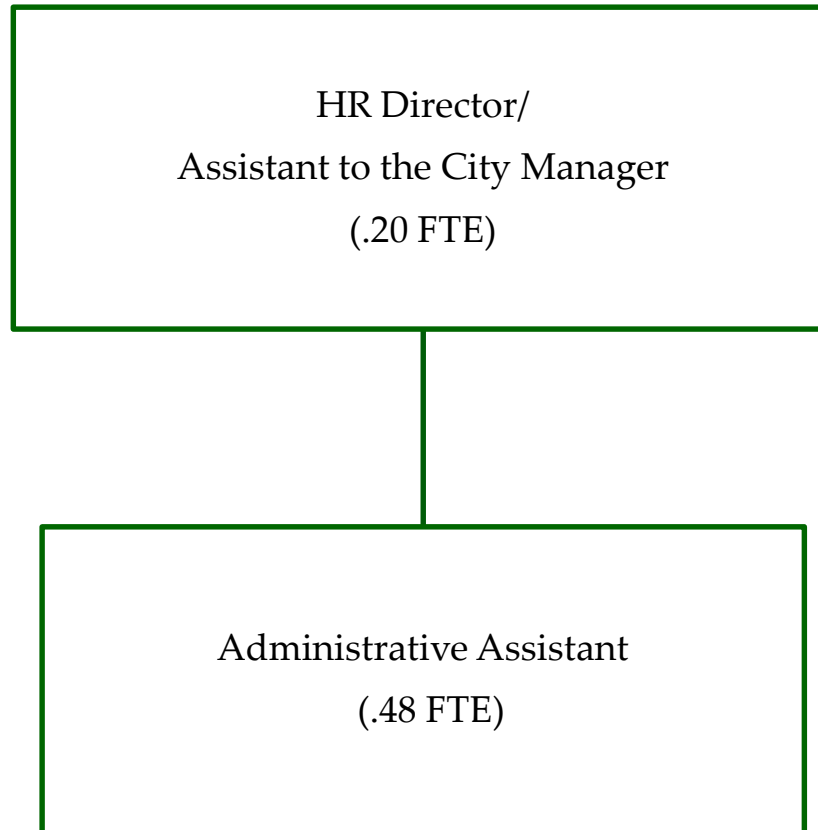
CITY MANAGER						
USE OF FUNDS	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed	
Personnel Services	\$422,625	\$457,296	\$498,744	\$376,496	\$400,601	
Services	\$67,381	\$81,119	\$86,787	\$74,985	\$68,113	
Supplies						
Total	\$490,006	\$538,415	\$585,531	\$451,481	\$468,714	

CITY MANAGER STAFFING					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
City Manager	1.00	1.00	1.00	1.00	1.00
Assistant to the City Manager/HR Manager	.50	.50	.50	.20	
HR Director/Assistant to the City Manager					.20
Administrative Assistant	.48	.48	.48		.48
Total City Manager Staffing	1.98	1.98	1.98	1.20	1.68

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Community Outreach

Public Information, Community Engagement



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, etc.

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 have used this input in their decision-making process.

The City Leadership Academy has been a great success. The Academy has now been offered six times, graduating nearly 150 residents. These grads are well informed community ambassadors after having completed a curriculum of at least 14 hours. In partnership with You, Me, We Oakley!, we made the Academy available in Spanish, having graduated two classes. 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. While COVID-19 prevented us from offering the Academy in 2020, we are hopeful that we'll be able to do so in the upcoming fiscal year.

Consistent with the You, Me, We, Oakley! principles, we've made strides in increasing the dissemination of bilingual public information. The *Oak Leaf* newsletter now incorporates a Spanish component, as does the Recreation Guide. Face to face outreach to monolingual residents and periodic written Spanish updates have been conducted. Vendor opportunities are communicated in Spanish. Also available, are simultaneous translation systems that can be used as needed.

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

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

Staffing Summary

The Assistant to the City Manager is assigned to conduct the Community Outreach functions, with the assistance of the part-time Administrative Assistant in the City Manager's Office. Approximately 20% 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

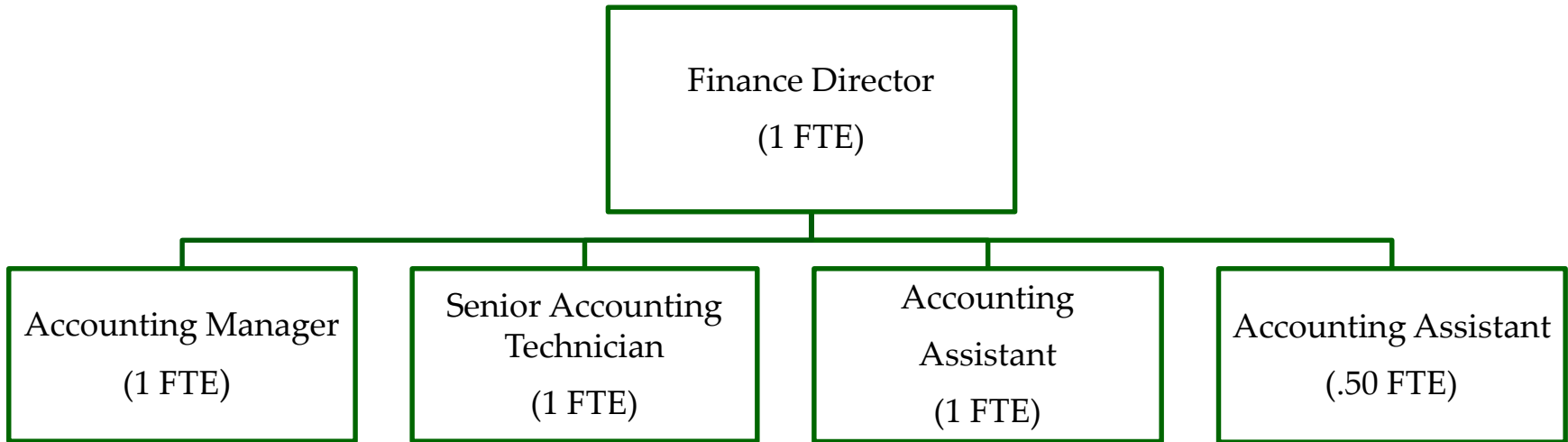
There are no proposed program changes for fiscal year 2021-2022.

COMMUNITY OUTREACH					
USE OF FUNDS	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Personnel Services	\$45,277	\$48,666	\$51,241	\$75,230	\$73,488
Services	\$78,296	\$73,964	\$72,297	\$89,876	\$91,777
Supplies					
Total	\$123,573	\$122,630	\$123,538	\$165,106	\$165,265

COMMUNITY OUTREACH STAFFING					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Assistant to the City Manager/HR Manager	.25	.25	.25	.20	.20
Administrative Assistant			.48	.48	.48
Total Community Outreach Staff	.25	.25	.73	.68	.68

Finance

Budget, Accounting, Accounts Payable, Accounts Receivable, Payroll, Risk Management, Information Technology



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, as follow: The Finance Director, one Accounting Manager, 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 2021-2022 are to maintain and improve the financial and procedural infrastructure appropriate for performing the City and Successor Agency's financial functions and to support their many ongoing projects. The Department's primary objective will be to support the City Manager as we attempt to recover from the impacts of COVID-19 on the economy and on the City. Finance submitted the City's FY 2020-2021 Budget to the California Society of Municipal Finance Officers (CSMFO) and received the CSMFO Operating Budget Excellence Award, for the first time in the history of the City of Oakley. Finance will continue to apply for and receive the CSMFO Operating Budget Excellence Award as well as the Governmental Finance Officers Association (GFOA) CAFR Award, which the City of Oakley has been awarded since the City's inception and its original CAFR.

Program Changes

There are no proposed program changes for fiscal year 2021-2022.

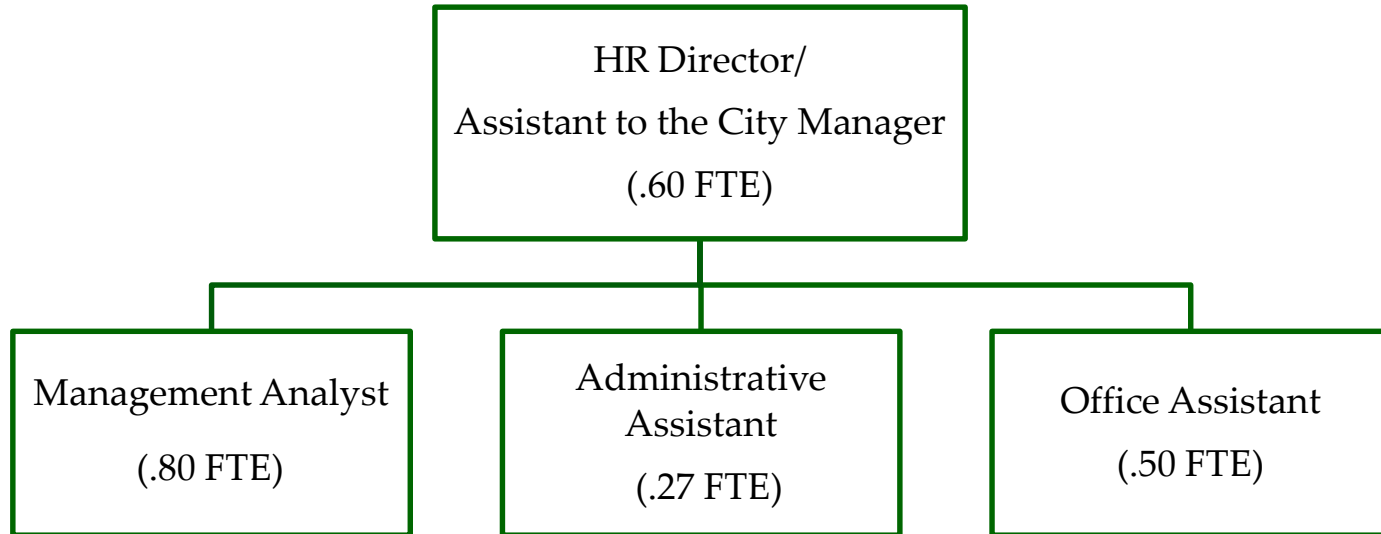
FINANCE						
USE OF FUNDS	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed	
Personnel Services	\$516,568	\$544,481	\$638,692	\$637,285	\$678,692	
Services	\$164,937	\$178,017	\$193,512	\$230,264	\$222,830	
Supplies	\$32	\$118	\$0	\$200	\$200	
Total	\$681,537	\$722,616	\$832,204	\$867,749	\$901,722	

FINANCE STAFFING					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Finance Director	1.00	1.00	1.00	1.00	1.00
Accounting Manager					1.00
Senior Accountant	1.00	1.00	1.00	1.00	
Senior Accounting Technician	1.00	1.00	1.00	1.00	1.00
Accounting Assistants	1.48	1.46	1.46	1.50	1.50
Total Finance Staffing	4.48	4.46	4.46	4.50	4.50

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Human Resources

Recruitment, Classification, Compensation, Benefits, Worker's
Compensation, Employee Recognition, Performance Management



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 Director also serves as the Assistant to the City Manager, with approximately 60% of her time serving in Human Resources. The Human Resources Department also has a Human Resources Management Analyst (.80 FTE), a part-time Administrative Assistant (.27 FTE) and temporary help from a part-time Office Assistant (.50 FTE) in the 2021-2022 Fiscal year.

Program Objectives

The Human Resources Department will continue to seek the most cost-effective health insurance benefits for Staff; maintain the compensation and classification plans; conduct mandatory compliance training; 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

The proposed program changes includes part-time help from an Office Assistant.

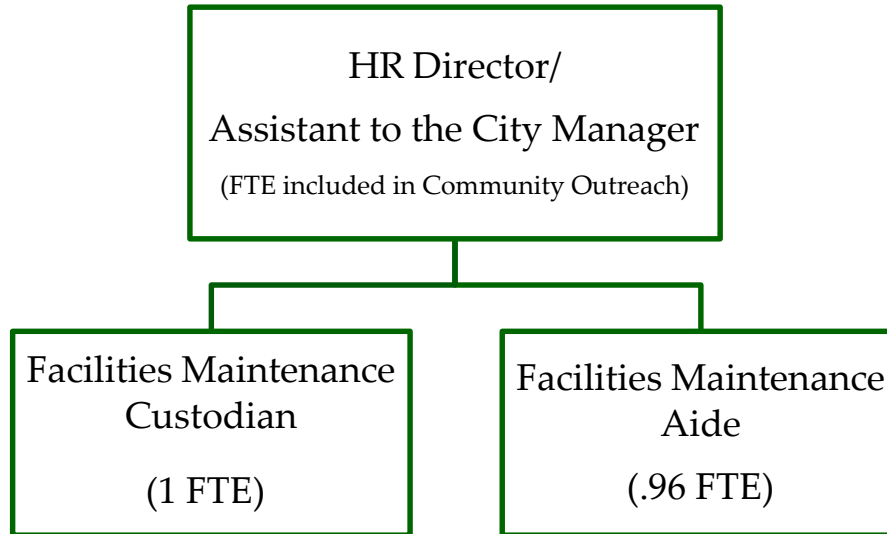
HUMAN RESOURCES					
USE OF FUNDS	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Personnel Services	\$130,025	\$121,205	\$178,553	\$242,980	\$308,538
Services	\$145,700	\$97,484	\$94,308	\$103,193	\$178,713
Supplies	\$400	\$11,211	\$3,533	\$10,000	\$10,000
Capital Outlay	\$11,461	\$0	\$0	\$0	\$20,000
Total	\$287,586	\$229,900	\$276,394	\$356,173	\$517,251

HUMAN RESOURCES STAFFING					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Assistant to the City Manager/HR Manager	.25	.25	.25	.60	
HR Director/Assistant to the City Manager					.60
You Me We Project Coordinator/HR Technician	.95	.95			
Administrative Assistant			.25	.27	.27
Management Analyst			.95	.80	.80
Office Assistant					.50
Total HR Staffing	1.20	1.20	1.45	1.67	2.17

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Maintenance

Facility Maintenance, Custodial



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

The Division consists of a full-time Facilities Maintenance Custodian and a part-time limited term Facilities Maintenance. The proposal for this year 2021-2022 is to add a part-time Facilities Maintenance Aide, to keep up with COVID-19 cleaning and disinfecting guidelines.

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

The addition of one part-time limited term Facilities Maintenance Aide.

MAINTENANCE CUSTODIAN					
USE OF FUNDS	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Personnel Services	\$0	\$67,029	\$89,208	\$90,833	\$104,189
Services	\$46,488	\$10,965	\$16,442	\$16,131	\$16,805
Supplies	\$0	\$8	\$127	\$100	\$125
Total	\$46,488	\$77,994	\$105,777	\$107,064	\$121,119

MAINTENANCE CUSTODIAN STAFFING					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Maintenance Custodian		1.00	1.00	1.00	1.00
Facilities Maint Aide			.48	.48	.96
Maintenance Custodian (Contract)	0.75				
Total Maintenance Custodian Staffing	0.75	1.00	1.48	1.48	1.96

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 Operational Technology Integrators ("OTI"), a private contractor. OTI 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 2021-2022 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 2021-2022.

INFORMATION SYSTEMS						
USE FUNDS	OF	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Services		\$203,116	\$200,247	\$221,993	\$213,275	\$212,644
Supplies		\$93	\$1,008	\$0	\$1,000	\$1,000
Capital Outlay		\$97,568	\$99,444	\$71,127	\$103,926	\$111,011
Total		\$300,777	\$300,699	\$293,120	\$318,201	\$324,655

INFORMATION TECHNOLOGY DEPARTMENT STAFFING					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Network Manager (Contracted)	On Call	On Call	On Call	On Call	On Call
Network Engineers (Contracted)	0.625	1.00	1.00	1.00	1.00

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, 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 2021-2022.

NON-DEPARTMENTAL					
USE OF FUNDS	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Personnel Services	\$421,386	\$425,457	\$1,736,103	\$1,378,907	\$616,841
Services*	\$825,742	\$935,384	\$1,025,555	\$1,423,111	\$1,717,064
Supplies	\$59,358	\$62,058	\$57,222	\$63,500	\$68,500
Capital Outlay					
Transfers Out	\$283,000	\$450,000	\$310,000	\$225,000	\$0
Interdepartmental Allocations	(\$1,968,125)	(\$2,154,882)	(\$2,311,900)	(\$2,222,088)	(\$2,272,405)
Total	\$(378,639)	(\$281,983)	\$816,980	\$868,430	\$130,000

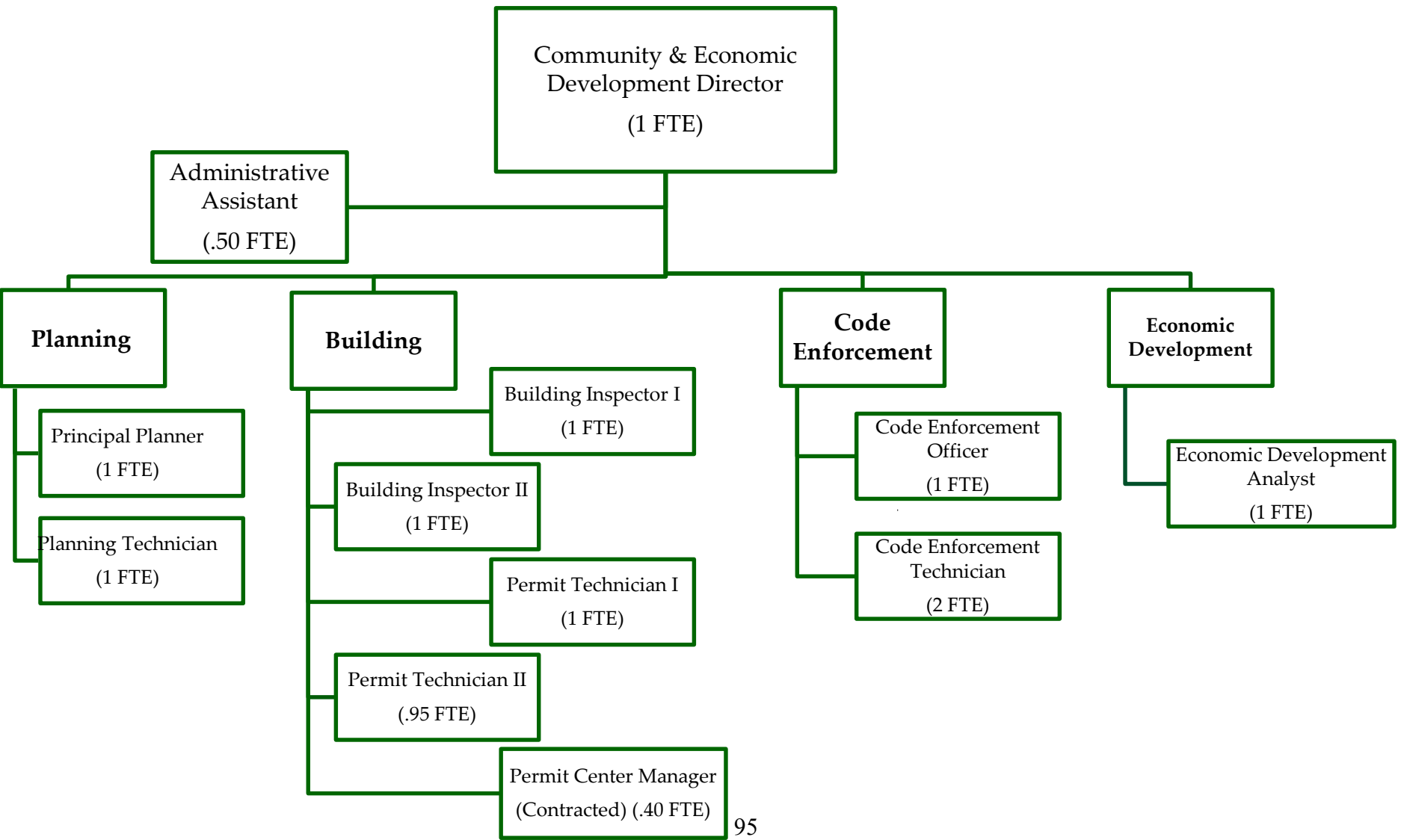
** Proposed amount includes the 2% General Fund Contingency in accordance with policy*

NON-DEPARTMENTAL STAFFING
None



Community & Economic Development

Planning, Zoning, Building, Code Enforcement, Recycling,
Housing, Census, Entrepreneur Center, Retention, Attraction, Marketing,
Downtown Façade, Loan Program



COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT

The Community and Economic Development Department is responsible for implementing City Council policies related to planning, zoning, economic development, code enforcement, building and housing. Economic Development provides the following services: City Marketing Programs/Partnerships, Business Attraction/Retention Programs as well as managing the Oakley Entrepreneur Center. The department also oversees the building and development of residential and non-residential projects, ensuring that these projects protect and meet the requirements of public health and safety.

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 fess and daily planning duties are funded by the General Fund.

Program Description

The Planning Division is part of the Community and Economic Development Department.

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 for some time with the Emerson Ranch project winding down. The Gilbert property is under construction and there are four home builders within the subdivision. Staff is still seeing an increase in the number of new projects (both residential and commercial) and anticipates this to continue into the year. There is a continued focus on the redevelopment of the City's Downtown and the future Downtown Gateway Plaza Roadway and Parking Lot Project will begin its design phase later this year. The Action Programs within the adopted 2015-2023 Housing Element have been implemented. The redevelopment of the former DuPont site is under way with the recent approval of the Oakley Logistics Center.

Staff is currently working on a General Plan update that will ensure the City's General Plan is compliant with State Law and addresses the needs of the community today. 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 Community and Economic Development Director, one Principal Planner and one Planning Technician. The Community and Economic Development Department shares a part-time administrative Assistant.

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.
- Provide support to the Code Enforcement Division in matters involving land use and zoning.
- 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.
- Continue to implement the Policy Action Programs in the 2015-2023 Housing Element.
- Identify areas for improvement and enhance the zoning code.
- Continue to monitor changes in State Laws that would require the General Plan to be amended.
- Serve as the City's in-house environmental staff to prepare environmental documents for small to medium-sized City Capital Improvement and Park projects.

Program Changes

There are no proposed program changes for fiscal year 2021-2022.

PLANNING DIVISION					
USE OF FUNDS	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Personnel Services	\$371,170	\$403,177	\$460,879	\$477,099	\$528,346
Services	\$66,898	\$75,501	\$178,102	\$303,565	\$451,316
Supplies	\$248	\$61	\$0	\$800	\$1,150
Total	\$438,316	\$478,739	\$638,980	\$781,464	\$980,812

PLANNING DIVISION STAFFING					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Principal Planner	1.00	1.00	1.00	1.00	1.00
Planning Manager	1.00	1.00			
Community & Economic Development Director					1.00
Community Development Director			1.00	1.00	
Planning Technician			.90	.90	1.00
Planning Assistant	0.50	0.80			
Total Planning Division Staffing	2.50	2.80	2.90	2.90	3.00

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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 and Code Enforcement Division are part of the Community and Economic Development Department.

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 contract Building Official/ Permit Center Manager, and two full-time Building Inspector's, and one full-time Permit Technician II and one Permit Technician I. The Code Enforcement Division consists of one full-time Code Enforcement Officer and two full-time Code Enforcement Technician's. The Community and Economic Development Department shares a part-time administrative Assistant.

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 the Building Division's goal is to review most simple 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 compliance rate.
- Continue to make a positive impact in the City by enforcing the Property Maintenance Ordinance.
- Develop a Commercial and Industrial 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 are no proposed program changes for fiscal year 2021-2022.

BUILDING & CODE ENFORCEMENT					
USE OF FUNDS	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Personnel Services	\$599,536	\$726,453	\$666,295	\$856,917	\$748,184
Services	\$291,206	\$290,509	\$381,298	\$393,762	\$671,052
Supplies	\$9,565	\$9,510	\$5,394	\$9,250	\$10,000
Capital Outlay					
Total	\$900,307	\$1,026,473	\$1,052,987	\$1,259,929	\$1,429,236

BUILDING AND CODE ENFORCEMENT STAFFING					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Permit Center Manager (Contracted)	.60	.60	.60	.40	.40
Building Inspector II	1.00	1.00		1.00	1.00
Building Inspector I			1.00	1.00	1.00
Building Official (Contracted)				1.00	.40
Permit Technician	1.00	1.00	2.00	1.95	
Permit Technician I					1.00
Permit Technician II					.95
Accounting Assistant	.50	.50			
Planning Assistant	.25	0.10			
Code Enforcement Manager	1.00	1.00			
Sr. Code Enforcement Officer			.48		
Code Enforcement Officer			.75	1.00	1.00
Code Enforcement Officer/Building Inspector I		1.00	1.00		
Code Enforcement Officer I	1.00	1.00	1.00		
Code Enforcement Technician	1.25		.48	2.00	2.00
Administrative Assistant		.48	.15	.50	.50
Engineering Technician					.10
Total Building and Code Enforcement Staffing	6.60	6.68	7.46	8.85	8.35

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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 and strengthen 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 retain, 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
- 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 Analyst.

Program Changes

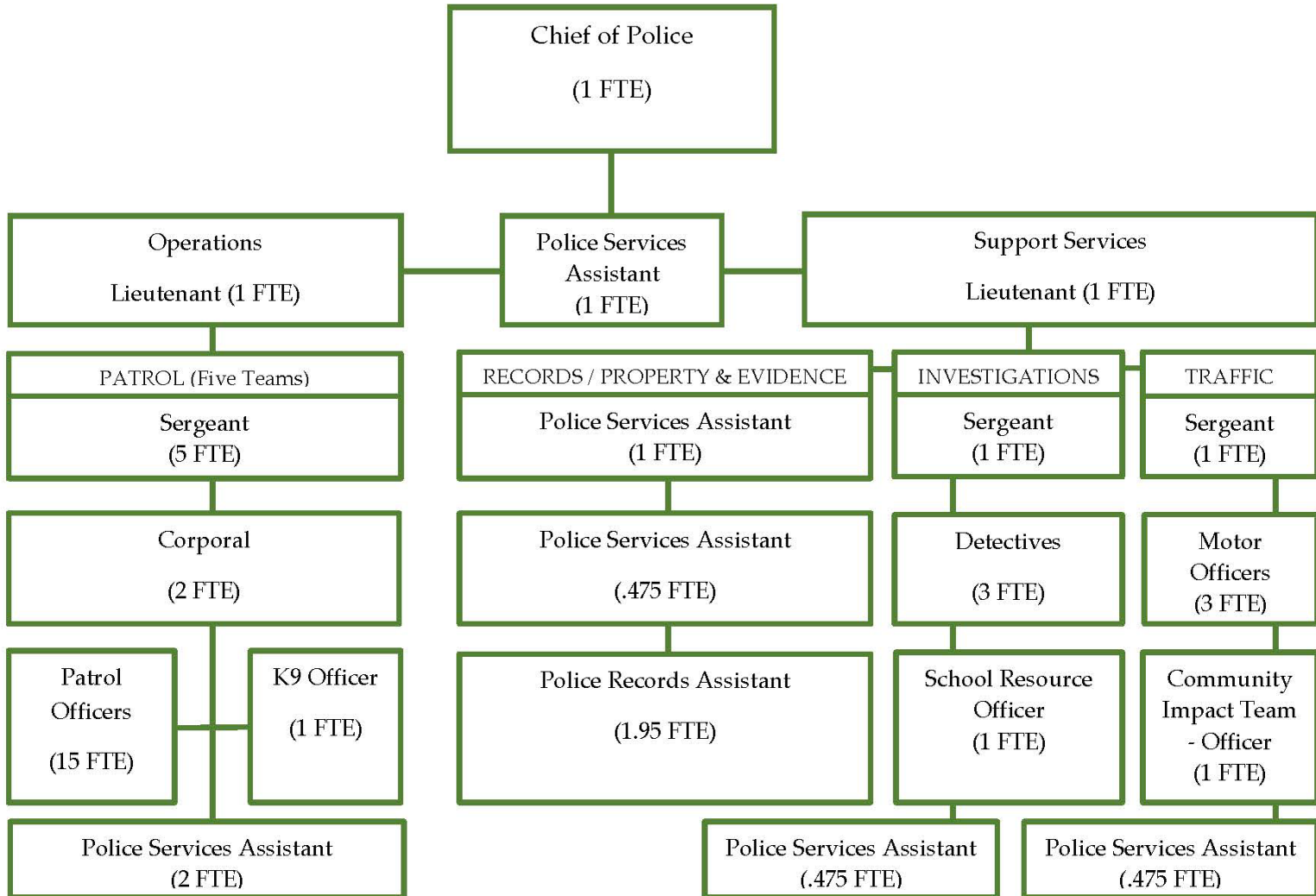
There are no proposed program changes for fiscal year 2021-2022.

ECONOMIC DEVELOPMENT					
USE OF FUNDS	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Personnel Services	\$164,415	\$170,645	\$177,384	\$181,450	\$127,063
Services	\$80,080	\$93,878	\$75,881	\$83,831	\$62,186
Supplies	\$7,820	\$4,400	\$5,775	\$6,300	\$6,300
Total	\$252,315	\$268,933	\$259,040	\$271,581	\$195,549

ECONOMIC DEVELOPMENT STAFFING					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Economic Development Manager	1.00	1.00	1.00	1.00	
Economic Development Manager					1.00
Planning Technician			.10		
Planning Assistant	0.25	0.10			
Total Economic Development Staffing	1.25	1.10	1.10	1.00	1.00

Police

Administration, Patrol, Investigation, Records, Emergency Preparedness, Volunteers



POLICE

Program Costs and Revenues

As the Police Department completes its fifth year since inception, we have embraced our role and partnership with the community to provide high-quality professional and progressive law enforcement. We build on a strong foundation to ensure the success and long-lasting contributions of the Police Department to its community and local government. In reviewing this budget submission, you will find it to be a conservative goal towards the future of the department and the City. For FY 2021/2022, the department will continue to develop our personnel, skills, and technology to better serve our residents.

Program Description

The Oakley Police Department's principle responsibility is protecting life and property while preserving and safeguarding the public's peace. These duties are accomplished by keeping within the framework of the President's Taskforce on 21st Century Policing. A nationwide model for progressive, fair, and transparent policing.

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 professional staff recognize that daily activities and contacts with the community are an integral part of our community service effort. Each citizen contact is an opportunity to create a positive and lasting impression, enhance our community relationships, and gain a partner in public safety. The actions of

each officer contribute to the community's sense safety and confidence in our ability to provide professional police services.

Program Staffing

The costs for fiscal year 21/22 are for a fully-staffed department with 36 sworn FTE law enforcement positions. This submission includes the addition of one (1) lieutenant and one (1) officer for this fiscal year.

The budget also includes the creation of two (2) FTE positions in the classification of Police Services Assistant (PSA) and Police Records Assistant (PRA). These two positions were previously part-time positions and were made full-time in FY 20/21 to assist with the increased workload and responsibilities created by recent legislation. These duties include working in records, Public Records Acts requests, investigations, the front counter/reception area, managing our property room, assisting with crime scene processing, transporting arrestees when available, taking non-emergency reports, registering all sex/arson/narcotics offenders who are required to register, packaging and delivering cases to the District Attorney office, police drone pilot, and fleet maintenance/purchasing, . The full time employees are augmented by six (6) additional part time/contract employees.

For the fiscal year 2021-2022 the City's sworn officers per 1,000 citizens ratio will be approximately .82 officers per thousand. (Estimated Population 44,000)

Program Objectives

- Make Oakley a clean and safe place to live and work through the protection of life and property.
- Promote outstanding customer service to the community throughout all levels of the police department.
- Continue working with the engineering department on traffic calming solutions for neighborhoods with a focus on traffic safety.
- Maintain average response times of under-five (5) minutes to emergency (Priority 1) calls, and under 13 minutes for less urgent (Priority 2) calls.
- Continue the collaborative efforts with other city departments to properly address homelessness, providing assistance and seeking permanent housing when available.
- Ensure that all personnel remain current in their continued professional training, thereby meeting POST and NIMS training requirements.

- Continue to use technological advances as a force multiplier to assist officers with providing the Oakley community with the best possible service.
- Partner with local fire departments and coordinate with local East Contra Costa County Community Emergency Response Team (CERT) members to enhance our response to a local emergency.
- Continue the expansion of both ALPR and situational awareness cameras to monitor key ingress/egress points throughout the City.
- Improve all staffs knowledge and understanding of the Emergency Operations Response

Program Changes

During FY 2020/2021, the police department re-classified two part-time professional staff positions, Police Services Assistant (PSA) and Police Records Assistant (PRA), into full-time positions. The police department intends to keep these full-time positions in FY 21/22. Additionally, in FY 21/22, the police department is adding two full-time positions to its sworn staff, one police lieutenant and one police officer, bringing the total full-time sworn positions to thirty six (36).

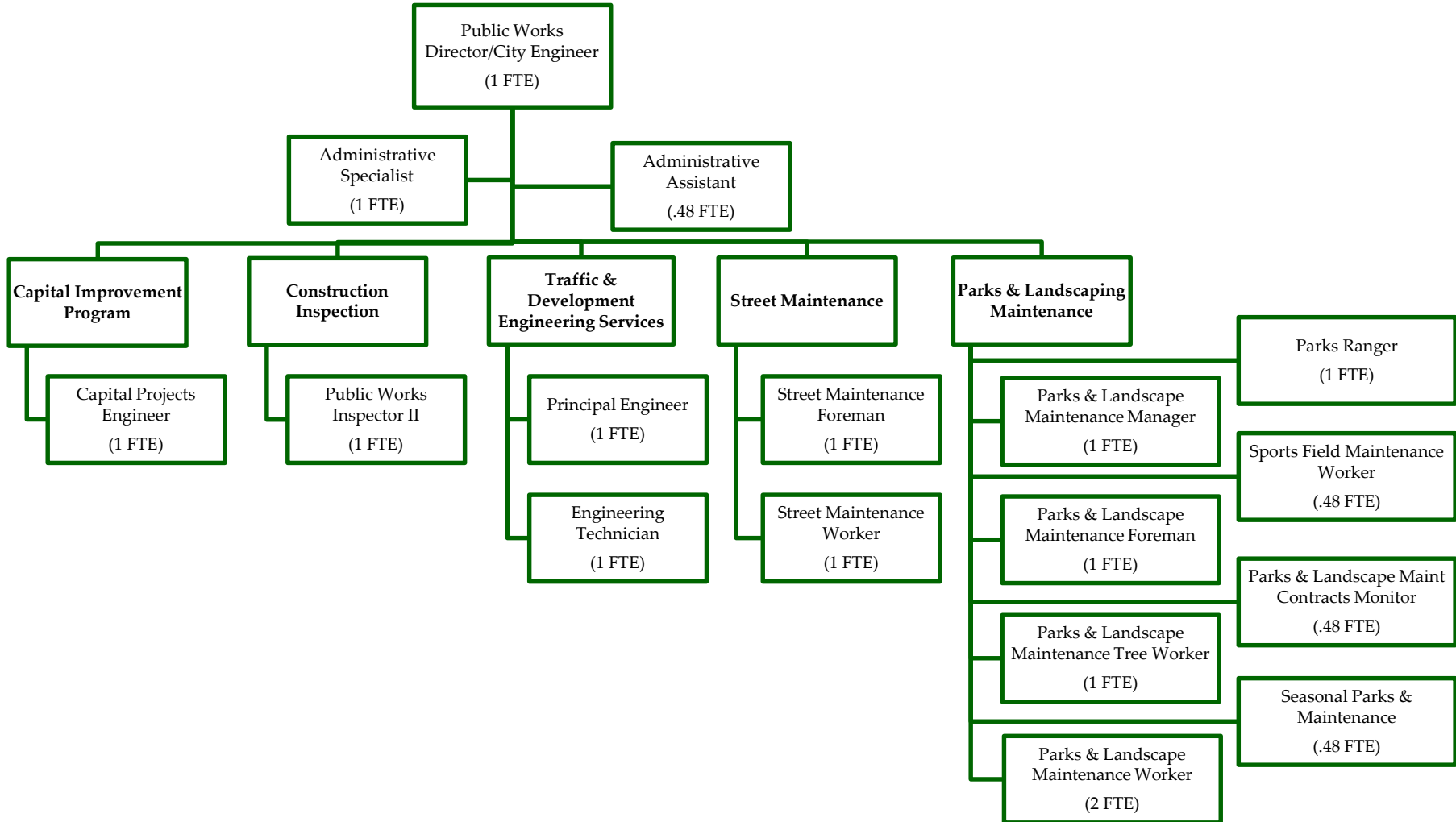
POLICE DEPARTMENT					
USE OF FUNDS	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Personnel Services	\$6,743,490	\$7,099,651	\$7,017,208	\$7,156,038	\$8,217,143
Services	\$2,127,095	\$2,285,064	\$2,497,935	\$2,636,347	\$2,929,010
Supplies	\$212,232	\$304,159	\$243,449	\$250,500	\$276,500
Capital Outlay	\$187,625	\$94,007	\$37,404	\$32,500	\$16,500
Total	\$9,270,442	\$9,782,881	\$9,796,066	\$10,075,385	\$11,439,153

POLICE DEPARTMENT STAFFING					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Records Supervisor (Contracted)	0.48	0.48	0.48	0.48	0.48
Police Chief	1.00	1.00	1.00	1.00	1.00
Police Captain		1.00			
Police Lieutenants	1.00	-	.50	1.00	2.00
Police Sergeants	7.00	7.00	7.00	7.00	7.00
Police Officers	25.00	25.00	25.50	25.00	26.00
Police Services Assistant	5.40	5.02	5.17	4.90	5.43
Police Records Assistant		0.48	.48	1.43	1.95
Engineering Technician					.10
Total Police Department Staffing	39.88	39.98	40.13	40.81	43.96

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Public Works

Engineering, Capital Projects, Parks & Landscape, Storm Water, Roads & Traffic, Inspections



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 permits, processes the plan reviews, and inspects private development project 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 responses 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 park and landscape maintenance services. The in-house maintenance crew will focus on parks facilities to ensure that the quality of all park and facility infrastructure is operating at a high standard.

The Street Maintenance Division has two full time maintenance workers that perform the day-to-day maintenance of City street infrastructure. This work is also supplemented by outside service contracts.

The overall goal of all of the above referenced programs, is to improve and enhance the quality of all City infrastructure, and in turn the quality of life for the residents of Oakley.

Staffing Changes

The Department has formed a cohesive team that services the needs of the community infrastructure. A critical component of the City's infrastructure system is the Parks; and the addition of the Park Ranger position in prior years has been instrumental in the protection of the City's parks and facilities and ensuring enjoyment for park users.

The increased level of private development activities, which include the construction of new parks by developers, has required additional resource allocations to perform

maintenance services. During the Fiscal Year (FY) 2020/21 Mid-year budget review process, the following staffing changes was made to keep up with increased service demands; this included the addition of a full-time Parks & Landscape Maintenance Worker position, which will work on a wide range of tasks related to parks and landscaping maintenance services. Also a part-time Parks & Landscape Contracts Monitor was added to the department to support staff in managing the increased contract maintenance activities of parks and landscape projects.

The Engineering Technician position that was added to the department during the previous fiscal year continues to work on a wide range of tasks related to private development project service delivery needs in addition to implementing the city's first GIS system that will be beneficial to all the departments.

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-\$1,072,615*
- **Senate Bill (SB) No. 1 Transportation Funding-** The California Legislature passed SB 1 in 2017, raising gas taxes and vehicle fees which will generate tens of billions of dollars for municipalities and agencies to fix the state's road system. The funds that the City of Oakley receives as part of SB 1 will be used for various street repair and resurfacing citywide. *Anticipated Revenues-\$816,500*
- **Measure J-** These expenditures are restricted to the same uses as Gas Tax, but can also be applied to transit improvements and operations, 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 the 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-\$605,000*

- **Storm Water Utility Assessments-** The City has adopted a Storm Water Management Plan, and based on the estimated maintenance, inspection, and administrative activities required to enact the plan; has established an annual parcel assessment. *Anticipated Revenues-\$501,000*
- **Traffic Impact Fee-** The City of Oakley has an official Traffic Impact Fee program which funds the improvement of major roadways and signalized intersections; including the design, staff support, and construction management activities associated with private development projects. *Anticipated Revenues-\$3,930,000*
- **Park Impact Fee-** The City of Oakley has an official Park Impact Fee program which funds the improvement of parks in the community. This Park Impact Fee is paid for by private developers as related to their respective projects. *Anticipated Revenues-\$2,800,000*
- **Development Deposits/Permit Applications-** Public Works and Engineering collects deposits for the review and inspection of final maps, grading plans and improvement 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-\$1,040,102*
- **Citywide Park 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- \$1,338,758*
- **Streetlight Assessments-** Zone 2 of the Oakley Lighting and Landscape Assessment District No. 1 provides for the maintenance and utilities for citywide street lighting. *Anticipated Revenues - \$244,000*
- **Neighborhood Landscaping Assessments -** Zone 3 of the Oakley Lighting and Landscape Assessment District No. 1 provides for the maintenance and utilities for Neighborhood Park and landscaping improvements throughout the City. Zone 3 currently consists of 26 sub-zones, and revenues and expenditures are tracked at the sub-zone level. *Anticipated Revenues - \$2,797,763*

- **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 - \$345,000*
- **Community Facilities District No. 2015-1** - This District was formed in 2015 to fund the operations and maintenance of the City's Community and Regional Parks and the public neighborhood parks and landscaping, street lighting, and stormwater improvements associated with the Emerson Ranch development. *Anticipated Revenues - \$950,000*
- **Community Facilities District No. 2015-2** - This District was formed in 2015 to fund the operations and maintenance of the City's Community and Regional Parks and the public neighborhood parks and landscaping, street lighting, and stormwater improvements constructed with new developments. *Anticipated Revenues* - The revenue for FY 2021-22 will depend on the number of new developments that annex into the District prior to the end of the current fiscal year and the timing of when improvements will be turned over to the City for maintenance. The revenue for FY 2020-21 was *\$922,000* and is expected to increase at least 10% for FY 2021-22.
- **Community Facilities District No. 2020-1**- This District was formed in 2020 to fund a portion of the operations and maintenance associated with the City's Community parks and the public landscape, street lighting, and storm drain maintenance associated with the Contra Costa Logistics Center project. *Anticipated Revenues* - The special tax for this District will be levied for the first time in FY 2021-22. If the project is built-out, the maximum special tax revenue that can be collected for FY 2021-22 is estimated to be *\$131,000*.
- **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 by utilizing a variety of maintenance, improvement, and service activities. Through a blend of contract and seasonal staffing and City staff, the Department provides its services to the community. The Department is managed by the Public Works Director and has 7 primary functions. The FY 2021/22 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 services. 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 uses on-call maintenance service contractors to supplement City maintenance staff in performing 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 these contract services to supplement in-house resources to better provide maintenance services for the community in a proactive way.
 - **Signals & Lighting-** The City owns and operates traffic signals at 40 separate intersections, as well as numerous pedestrian safety flashing lights throughout Oakley. In addition to traffic signals, the City owns and maintains well over 1,420 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 to 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 37 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's park and landscape maintenance staff, and outside maintenance contract resources provide landscape maintenance services for the City. The Parks Division staff works 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 Oakley and especially at 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 Community and Economic Development 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. The Administrative Specialist is supported by the part time Administrative Assistant in performing department support services.
 - *Principal Civil Engineer, (1 FTE)* – This full time position manages work on the processing of private development projects and operation of the City’s traffic signal system to ensure that the systems are working efficiently, while keeping up with new technologies related to the maintenance and operation of the traffic signal system. The Principal Civil Engineer will also manage the new Traffic System Operations Center which will be used for the operation of the Downtown Oakley traffic signal systems. The Principal Civil Engineer will also be leading the City’s NPDES stormwater permit program and working with the engineering and planning team to review and process park development projects. Other primary duties include the review and processing of private development projects and their related building permits and traffic control plans.
 - *Capital Projects Engineer, (1 FTE)* - This full time position focuses on the design and construction of Capital Improvement Projects. The responsibilities of the position include; management and administration, development, design and

construction of a wide range of Capital Improvement Projects. The Capital Projects Engineer also works collaboratively with State agencies in securing and processing various grants for Capital Improvement 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 Capital Improvement Projects construction inspection services. The Public Works Inspector is also responsible for processing encroachment permits and for performing related construction inspections. Any additional inspection services will be provided by a contract Inspector as needed for private development projects.
- ***Engineering Technician (1 FTE)*** - This full time position provides a wide range of tasks related to the processing of private development projects, ranging from plan checking, permit issuance, and inspection services. The Engineering Technician will also perform inspections as needed and operate the GIS and CADD system.
- ***Street Maintenance Foreman (1 FTE)*** – This full time position supervises the Street Maintenance Worker which is the crew for the street maintenance division who 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.
- ***Street Maintenance Worker (1 FTE)*** – This full time positions 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 facility maintenance services.
- ***Parks and Landscape Maintenance Division Manager (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.
- ***Park Ranger (1 FTE)*** – This City staff position will enforce the laws and regulations related to the City’s parks and facilities. The Park Ranger will work cooperatively with law enforcement officials to assist in all issues related to

illicit activities that may take place in the City's parks and facilities. This position will provide park information to visitors and present interpretive programs, as well as perform an assortment of maintenance duties as needed.

- ***Parks and Landscape Foreman (1 FTE)*** – This City staff position plans, schedules, and coordinates the in-house landscape maintenance staff, performs playground inspections, and assists with other parks and landscape operations. This is a working foreman position that reports to the Division Manager.
- ***Tree Worker (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 (2 FTE)*** – This City staff position performs as part of the parks and landscape maintenance crew. 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.
- ***Administrative Assistant (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.
- ***Parks & Landscape Contract Monitor (0.50 FTE)*** – This part time position assists the maintenance staffing in supervising the work of various contractors and consultants who work on park and landscaping projects. This position reports to the Division Manager.
- ***Sports Field Maintenance Laborer (0.40 FTE)*** – This part-time staff position provides maintenance and additional safety checks to sports fields and courts, keeping fields and courts in a safe and playable condition.

Program Objectives

The goals and objectives of the Public Works and Engineering Department for FY 2021/22 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.
- Operate the new Traffic Operations Center which will operate and monitor traffic signal operations in downtown and expand its capability to cover more traffic signals
- Proactively, and in coordination with the Police Department, work with residents and neighborhood groups on resolving traffic and parking related issues and the 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.

PUBLIC WORKS /ENGINEERING/MAINTENANCE & PARKS					
USE OF FUNDS	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Personnel Services	\$1,535,107	\$1,651,420	\$1,532,249	\$1,806,810	\$1,973,836
Services	\$936,856	\$1,149,128	\$919,442	\$1,227,015	\$1,345,714
Supplies	\$33,591	\$35,877	\$39,188	\$45,050	\$49,750
Capital Outlay	\$2,741	\$100	\$29,188	\$1,500	\$21,450
Total	\$2,508,295	\$2,836,525	\$2,520,067	\$3,080,375	\$3,390,750

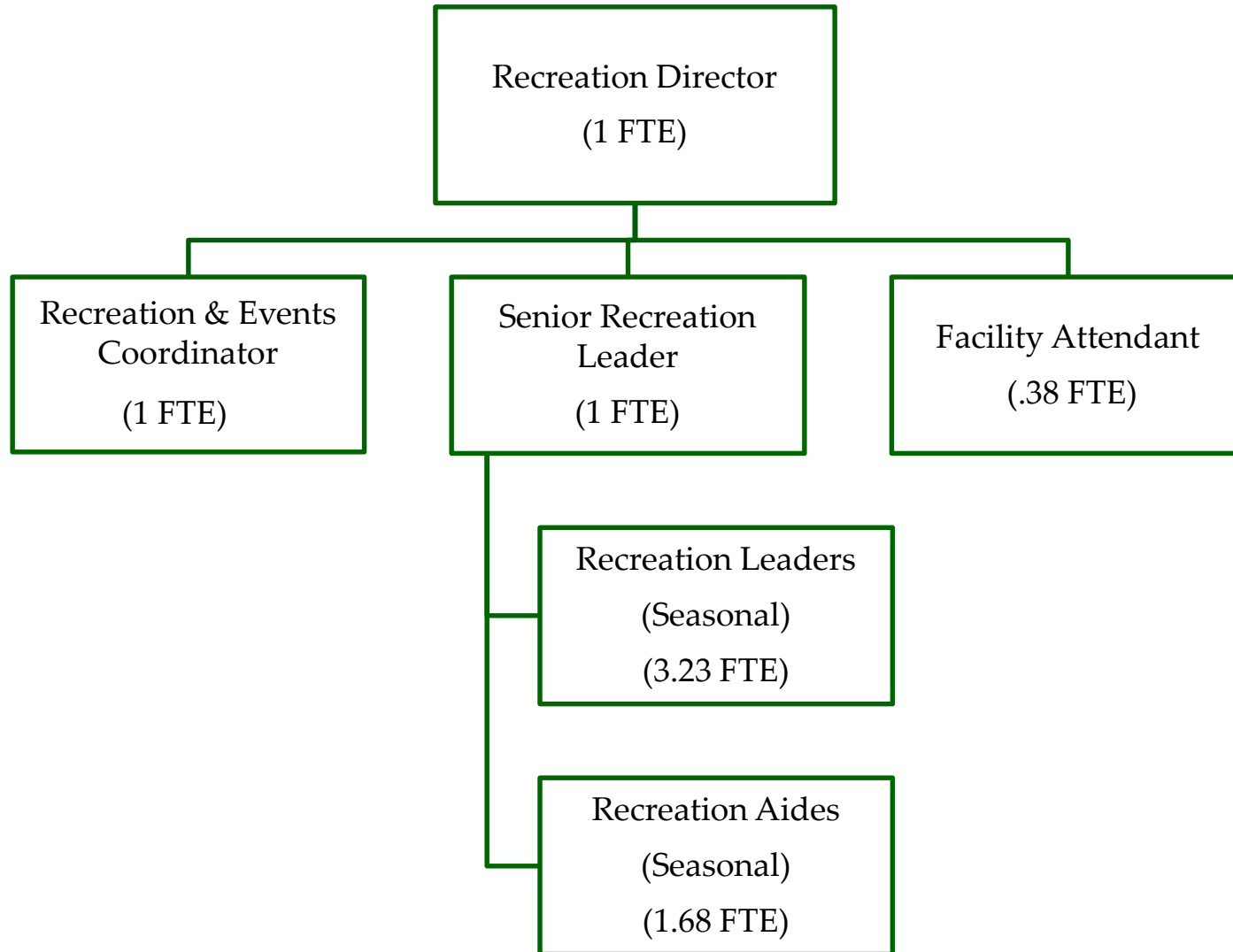
PUBLIC WORKS/ENGINEERING/MAINT & PARKS DEPT STAFFING					
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	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
City Engineer/Public Works Director	1.00	1.00	1.00	1.00	1.00
Associate Engineer	2.00	1.00	1.00		
Principal Engineer				1.00	1.00
Capital Projects Coordinator		1.00	1.00	1.00	
Capital Projects Engineer					1.00
Engineering Technician				1.00	.80
Senior Civil Engineer	1.00	1.00	1.00		
Public Works Inspector II	1.00	1.00	1.00	1.00	1.00
Public Works Administrative Specialist	1.00	1.00	1.00	1.00	1.00
Public Works Administrative Assistant	0.53	0.63	0.63	0.48	0.48
Streets Maintenance Foreman	1.00	1.00	1.00	1.00	1.00
Parks & Landscape Maintenance Superintendent	1.00	1.00	1.00	1.00	
Parks & Landscape Maintenance Manager					1.00
Parks & Landscape Maintenance Foreman					1.00
Parks & Landscape Maintenance Crew Leader	1.00	1.00	1.00	1.00	
Parks & Landscape Maintenance Worker II	1.00	1.00	1.00	1.00	1.00
Parks & Landscape Maintenance Worker I					1.00
Public Works Main Worker	2.00	3.00	3.00	1.00	1.00
Tree Maintenance Worker	1.00	1.00	1.00	1.00	1.00
Parks Ranger			1.00	1.00	1.00
Parks and Landscape Laborers (Seasonal)	1.00	1.00	1.00	1.00	0.48
Parks Contract Monitor	0.25	0.25	0.25	0.25	0.48
Sports Field Maintenance Worker part time	0.25	0.25	0.25	0.25	0.48
Total Public Works / Eng / and Parks Dept Staffing	15.03	16.13	17.13	14.98	15.71

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Recreation

Programs & Classes, Recreation Center,
Community Events, Facility Rental, Audio/Visual, Website



RECREATION

Program Costs and Revenues

Programs for the fiscal year 2021-2022 budget are funded in part by the following revenues:

Group picnic area rentals, Recreation Center rentals, sports field rental fees, class fees, program fees, grants, and sponsorships. The majority of costs will be paid for with general purpose revenues.

Program Description

Recreation focuses on creating community through people, parks and programs. The Recreation Department 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 provides opportunities for children, and adults in Oakley. The Recreation Department works in partnership with community organizations, non-profit organizations and commercial businesses to ensure quality recreation services for Oakley residents.

Staffing Summary

The Recreation Department consists of one Recreation Director, one Recreation and Event Coordinator, a full time Senior Recreation Leader and several part time seasonal Recreation Leaders and Aides and one Facilities Attendant.

Recreation Director- The Recreation Director is responsible for day to day operations of the Recreation Department, including After Youth School Programs, Youth CORE, Youth Advisory Council, City website, Government Outreach, Utility Box Mural Project Recreation Guide and various other assignments.

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

Senior Recreation Leader- This full-time Senior Recreation Leader is responsible for reception duties, contract classes, group picnic area rentals, 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 Department is to provide the residents of Oakley with quality programming meeting the following FY 2021/2022 objectives:

- **Special Events-** Special Events facilitated by the Recreation Department will continue to follow COVID regulations but will include the Science Week Program, six Movies in the Plaza, Cityhood Celebration, Kids Fishing Derby, Harvest Festival, Christmas Tree Lighting, Breakfast with Santa, Hometown Halloween Decorating Contest, Summer Concert, Heart of Oakley, Hometown Holiday Decorating Contest, Main Street Car Show and Concert, Rock the Chalk and the newly added Summer Concert Series in conjunction with the Friday Night Bites Food Truck events and Jingle Ball.
- **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, Youth Committed to Ongoing Revitalization Efforts Program, Youth Employment Workshop, and more.
- **Recreation Classes-** The Recreation Department 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. During the past year there was a decreased opportunity to grow classes due to ongoing COVID restrictions. The reopening of the Recreation Center will provide an opportunity for the Recreation Department to increase these programs which reflect no change in budget expenditures, but will result in increased revenues.
- **Park and Facility Rentals-** The Recreation Department will continue to follow COVID-19 regulations as we reopen facility and park rentals.

Program Changes

The Recreation Department proposed budget incorporates changes made from last year's budget. This includes an expectation that COVID-19 regulations will allow for a gradual return to more normal activities including the return to indoor facility rentals, and larger gatherings including our special events.

RECREATION					
USE OF FUNDS	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Personnel Services	\$350,780	\$387,770	\$392,593	\$492,109	\$466,706
Services	\$89,806	\$104,323	\$131,105	\$181,398	\$188,298
Supplies	\$107,380	\$159,320	\$135,692	\$93,900	\$197,900
Capital Outlay	\$0	\$41,248	\$0	\$0	\$0
Total	\$547,966	\$692,661	\$659,390	\$767,407	\$852,904

RECREATION DEPARTMENT STAFFING					
	2017-18	2018-19	2019-20	2020-21	2021-22
Recreation Director					1.00
Recreation Manager	1.00	1.00	1.00	1.00	
Recreation and Event Coordinator	1.00	1.00	1.00	1.00	1.00
Senior Recreation Leader	0.96	1.44	1.44	0.48	1.00
Recreation Leaders (Seasonal)	1.65	3.13	3.13	3.23	4.28
Recreation Aides (Seasonal)	1.65	1.65	1.65	1.68	3.80
Facility Attendant	.38	0.38	.38	.38	
Total Recreation Department Staffing	6.64	8.60	8.60	7.77	11.08

TRANSFERS

Staff proposes the following transfers from the General Fund in fiscal year 2021-2022.

- \$ 350,000 To the Main Street Fund for capital projects and administration.
- \$ 4,000,000 To the Street Maintenance and Rehab Fund for street repairs and rehab
- \$ 650,000 To the General Capital Projects Fund for street and pavement repairs and capital projects
- \$ 4,000 To the Landscape Assessment District Country Place Zone 3-18 to cover expenditures that exceed revenues.
- \$ 475,000 To the Public Facilities Reserve and Replacement Fund 502 for capital projects and general maintenance
- \$ 160,000 To the Technology Fund 503 for equipment upgrades and replacements
- \$ 75,000 To the Downtown Revitalization Fund for improvement projects

TRANSFERS				
2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Actual	Actual	Actual	Projected	Proposed
\$3,105,888	\$2,554,675	\$3,661,000	\$2,659,800	\$5,714,000

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CAPITAL OUTLAY-LAND AQUISITIONS

There are no appropriations for fiscal year 2021-2022.

CAPITAL OUTLAY-LAND AQUISITIONS					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual*	Actual**	Actual	Projected	Proposed
Capital Outlay	\$174,468	\$1,489,398	\$5,000	\$174,722	\$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 4th Street & 305 5th Street*

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SPECIAL REVENUE FUNDS

COMMUNITY FACILITIES DISTRICT #1 (CYPRESS GROVE)

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

FUND 110 - COMMUNITY FACILITIES DISTRICT #1 (CYPRESS GROVE)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$312,274	\$318,520	\$324,882	\$324,882	\$344,772
Interest	\$10,819	\$49,953	\$53,825	\$2,500	\$5,000
Operating Transfers	\$0	\$0	\$0	\$24,564	\$25,501
Total Revenues	\$323,093	\$368,473	\$378,707	\$351,946	\$375,273
Services	\$61,137	\$68,620	\$52,306	\$117,567	\$81,822
Capital Outlay					
Supplies	\$48,841	\$35,171	\$48,088	\$181,000	\$233,440
Capital Improvement	\$0	\$0	\$0	\$0	\$1,080,000
Total Expenditures	\$109,978	\$103,791	\$100,394	\$298,567	\$1,395,262
Unassigned Balances					
Total Budgeted	\$109,978	\$103,791	\$100,394	\$298,567	\$1,395,262

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OAKLEY CREEKSIDE PARK RESTORATION GRANT

This grant from the Delta Conservancy has the purpose of developing plans to restore 775 linear feet of Marsh Creek to provide habitat for native fish and wildlife. Various partners will be participating in the analysis including American Rivers, Inc., Contra Costa Flood District and the adjacent property owner/developer.

FUND 115 – OAKLEY CREEKSIDE PARK RESTORATION GRANT					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Grant Revenue					\$436,465
Total Revenues					\$436,465
Services					\$434,019
Capital Outlay					
Supplies					\$2,446
Total Expenditures					\$436,465
Unassigned Balances					
Total Budgeted					\$436,465

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AMERICAN RESCUE PLAN ACT (ARPA)

The American Rescue Plan Act of 2021 is a \$1.9 trillion coronavirus rescue package designed to facilitate the United States’ recovery from the devastating economic and health effects of the COVID-19 pandemic. The nearly \$2 trillion price tag makes this economic rescue legislation one of the most expensive in U.S. history. The City of Oakley is expected to receive \$8 million, with half of it arriving in June of 2021 and the other half arriving one year later. The City has yet to receive clear guidance on exactly what these funds can be used for. But, we will be required to spend the funds prior to December of 2024 or return the remaining funds.

FUND 120 – AMERICAN RESCUE PLAN ACT (ARPA)					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
ARPA Revenue					\$8,000,000
Total Revenues					\$8,000,000
Personnel Services					\$49,098
Services					\$300,000
Capital Outlay					\$7,650,000
Supplies					
Total Expenditures					\$7,999,098
Unassigned Balances					
Total Budgeted					\$7,999,098

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YOUTH DEVELOPMENT GRANT FUND

The City began a partnership with the Vesper Society and was awarded grants beginning Fiscal Year (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, FY 2009-2010, FY 2010-2011, FY 2011-2012, FY 2012-2013, FY 2013-2014 and the youth development programs concluded in FY 2018-2019.

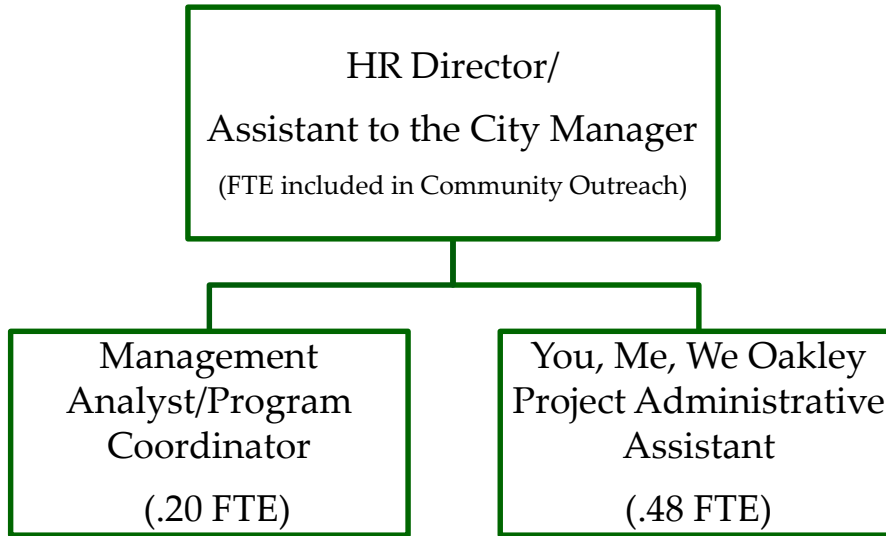
FUND 123 - YOUTH DEVELOPMENT GRANTS					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Grant Proceeds	\$23,117	\$15,200			
Interest	\$278				
Total Revenues	\$23,395	\$15,000	\$0	\$0	\$0
Services	\$22,018	\$9,200			
Capital Outlay					
Supplies	\$1,377	\$6,000			
Total Expenditures	\$23,395	\$15,200	\$0	\$0	\$0

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You, Me, We = Oakley!

Multi-Cultural Activities, Citizenship Drives, Congreso Familiar, Academia de Liderazgo, Police Mentoring Programs, Implicit Bias Training, etc.



YOU, ME, WE = OAKLEY!

Program Costs and Revenues

All costs are paid for through grants that come from private foundations, community based organizations, and other public sector agencies.

Program Description

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.

Under the direction of the City Manager's Office, You, Me, We Oakley! continues to identify strategic partners to host all of our program activities. Some of our activities covered through the grant include Citizenship Drives, Oakley Police Mentoring Program, Spanish-language Leadership Academy, and a variety of cultural events. Each of our activities serve to help us continue building rapport residents and community members become more engaged and continue to actively participate, thus building upon the social fabric of Oakley.

As we continue to be recognized as a viable partner to others in the community, YMWO will continue to support Contra Costa County's public health efforts, specifically any projects that support equitable distribution of services related to preventing the spread of COVID-19.

Staffing Summary

The You, Me, We Oakley! part-time Program Coordinator is responsible for managing the Program's grants and activities, with the assistance of a part-time Administrative Assistant.

Program Objectives

You, Me, We Oakley! seeks to build community, promote civic engagement across all sectors of Oakley, & create stronger ties between the community and law enforcement. We support efforts to integrate community members into different sectors of the community, including but not limited to City government activities, local schools, community based organizations.

Program Changes

There are no proposed program changes for fiscal year 2021-2022.

FUND 125 - YOU, ME, WE = OAKLEY!					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Grant Proceeds	\$50,361	\$51,325	\$23,882	\$81,000	\$130,000
Interest	\$911	\$2,080	\$4,039		
Total Revenues	\$51,272	\$53,405	\$27,921	\$81,000	\$130,000
Personnel Services	\$27,880	\$38,722	\$17,460	\$46,492	\$49,125
Services	\$22,569	\$14,368	\$9,009	\$31,433	\$63,626
Supplies	\$823	\$315	\$1,452	\$2,650	\$17,200
Capital Outlay					
Total Expenditures	\$51,272	\$53,405	\$27,921	\$80,575	\$129,951

FUND 125- YOU, ME, WE = OAKLEY! STAFFING					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
You Me We Project Coordinator			0.50	0.20	0.20
Administrative Assistant			0.48	0.48	0.48
Total STAFFING			0.98	0.68	0.68

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AGRICULTURAL PRESERVATION

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

FUND 136- AGRICULTURAL PRESERVATION					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Developer Fees					
Interest	\$94	\$181	\$140		
Operating Transfers In					
Total Revenues	\$46	\$181	\$140	\$0	\$0
Services	\$0				
Capital Outlay					
Supplies					
Total Expenditures	\$0	\$0	\$0	\$0	\$0
Unassigned Balances					
Total Budgeted	\$0	\$0	\$0	\$0	\$0

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DOWNTOWN REVITALIZATION FUND

The City has developed 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.

FUND 138 - DOWNTOWN REVITALIZATION FUND					
	2016-2017 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Rents & Concessions	\$204,758	\$245,183	\$191,835	\$173,800	\$238,100
Training Revenue		\$160	\$518	\$500	\$0
Interest	\$1,660	\$1,004	\$2,272	\$500	\$500
Operating Transfers In		\$329,675		\$75,000	\$75,000
Total Revenues	\$206,418	\$576,022	\$194,625	\$249,800	\$313,600
Services	\$161,203	\$165,123	\$190,568	\$219,465	\$196,933
Loans and Grants			\$75,000	\$75,000	\$75,000
Capital Outlay	\$49,358	\$387,414	\$44,426	\$11,642	
Total Expenditures	\$210,561	\$552,537	\$309,994	\$306,107	\$271,933
Unassigned Balances					
Total Budgeted	\$210,561	\$552,537	\$309,994	\$306,107	\$271,933

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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					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Rental Revenues	\$53,127	\$44,337	\$27,576	\$25,000	\$30,000
Interest Income	\$783	\$2,105	\$2,690		
Total Revenues	\$53,910	\$46,442	\$30,266	\$25,000	\$30,000
Services	\$17,687	\$21,032	\$16,032	\$27,000	\$25,570
Supplies					
Capital Outlay					
Total Expenditures	\$17,687	\$21,032	\$16,032	\$27,000	\$25,570
Unassigned Balances					
Total Budgeted	\$17,687	\$21,032	\$16,032	\$27,000	\$25,570

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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 2021-2022, the subsidy is estimated to be \$190,000.

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

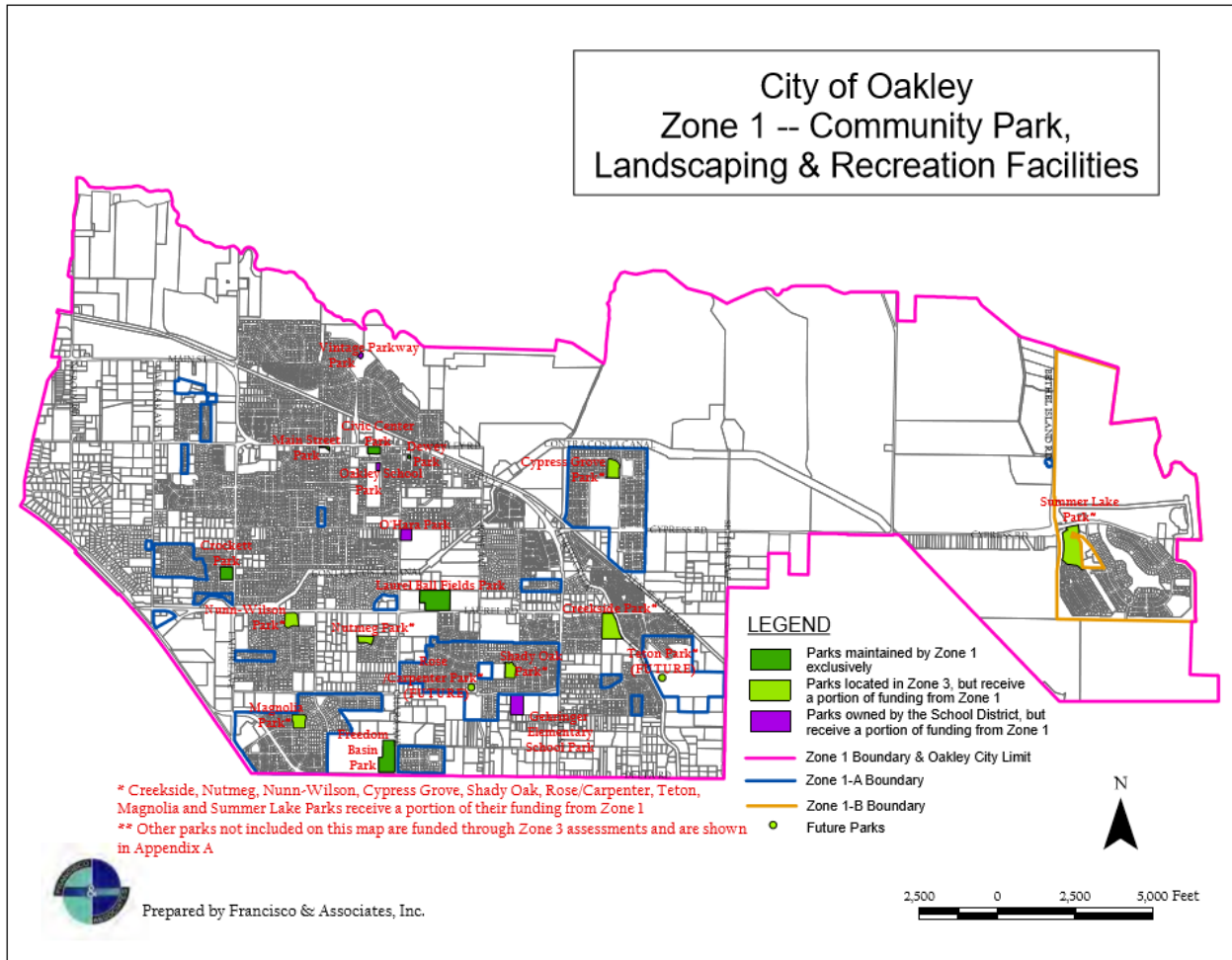
This zone maintains the City’s smaller neighborhood parks. Each sub-zone generally represents a park or neighborhood with several parks and/or roadway landscaping. Each sub-zone is funded by assessments.

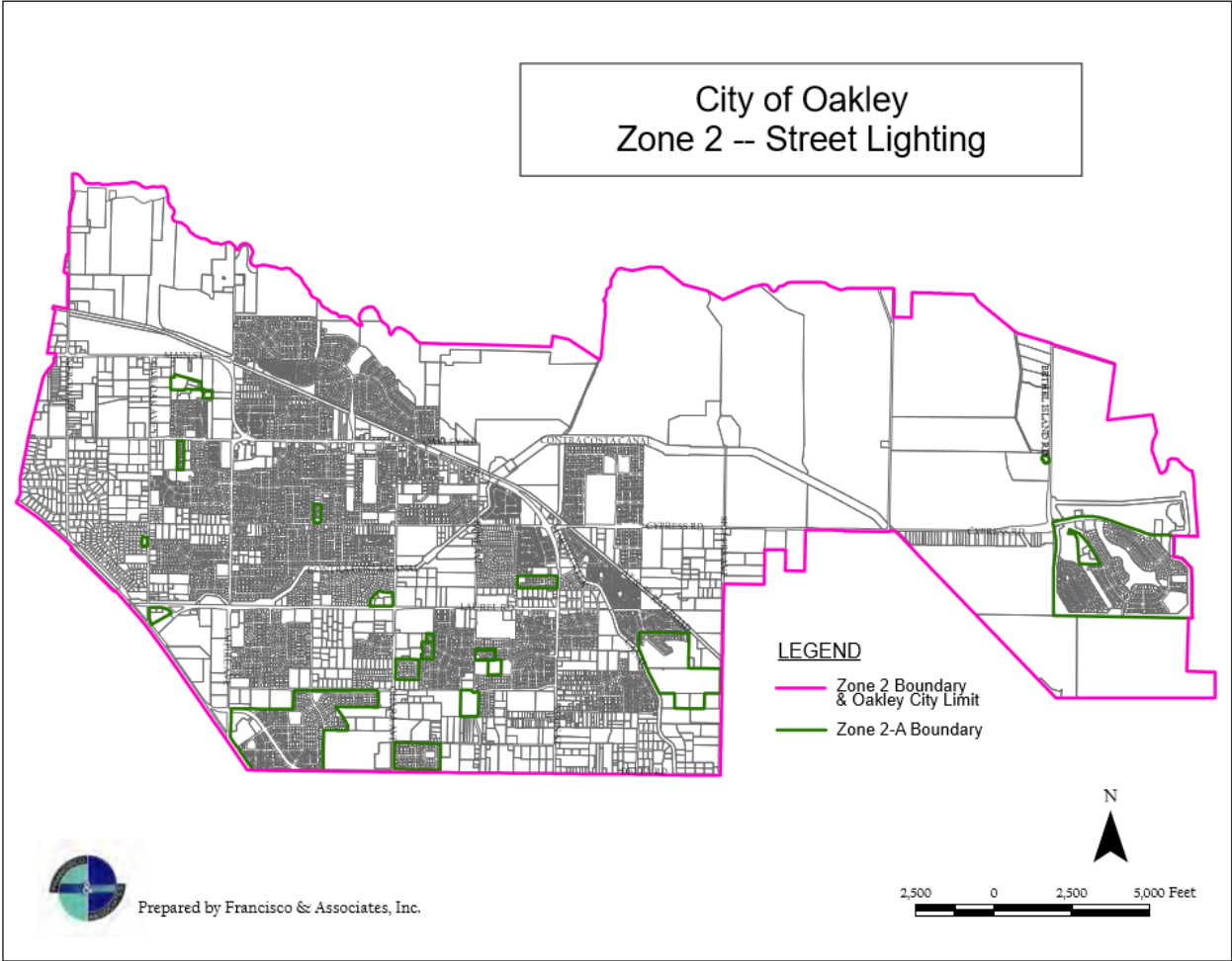
Several Park Zones do not have sufficient revenues to fully fund their Capital Asset Lifecycle Replacement Reserves. The Capital Asset Lifecycle Replacement Program establishes reserves necessary to ensure funds for asset replacements and remediation projects are available when needed. These reserves 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.

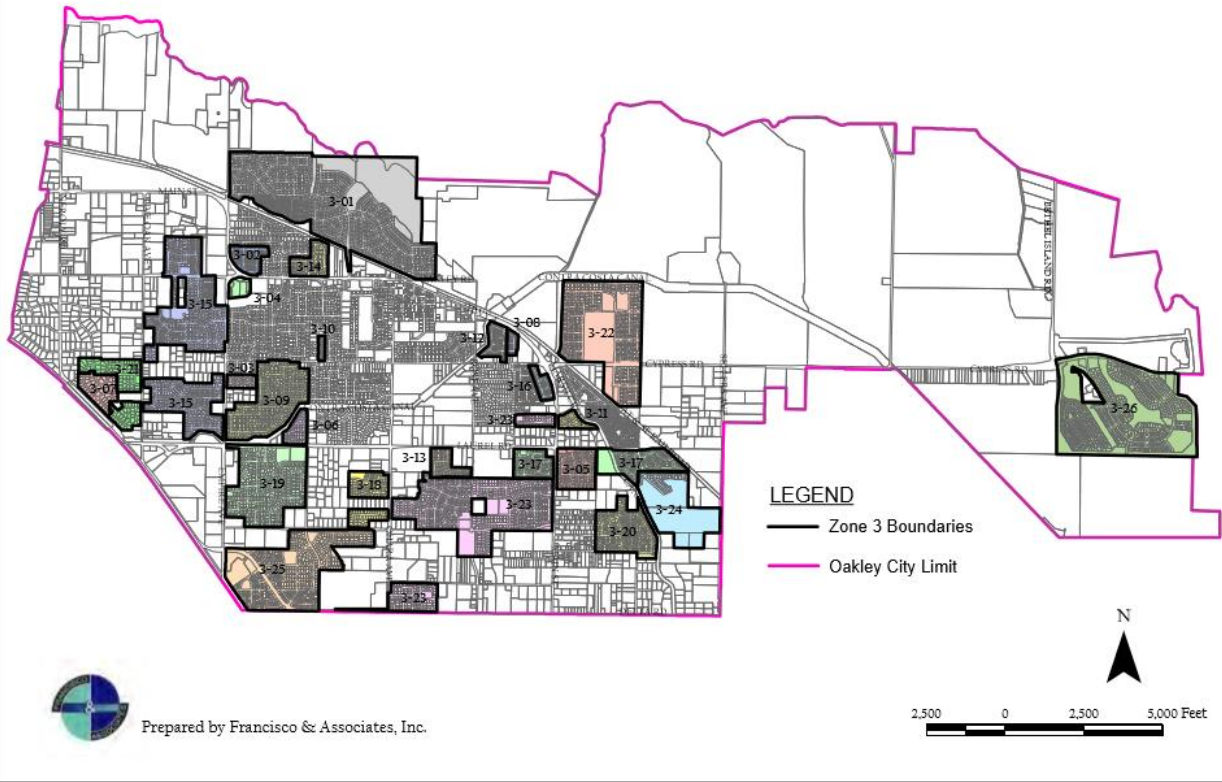
Below are a series of tables showing the revenues and expenditures for each fund. The City’s policies require the budgets consider lifecycle replacement reserves be considered as a part of the budget development process. As a result, some funds show revenues in

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.





City of Oakley
Zone 3 -- Interior Landscaping/Neighborhood Parks



FUND 132 – ZONE 1 (COMMUNITY PARKS)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$1,278,787	\$1,300,755	\$1,400,656	\$1,677,038	\$1,718,038
Interest	\$24,084	\$47,966	\$46,169	\$19,750	\$19,750
Other					
Total Revenues	\$1,302,871	\$1,348,721	\$1,446,825	\$1,696,788	\$1,737,788
Services	\$847,302	\$928,686	\$936,768	\$1,342,382	\$1,574,548
Capital Outlay		\$15,000			
Operating Transfers Out	\$123,000	\$485,000	\$150,000	\$180,000	\$180,000
Transfer to Capital Reserve					
Interest					
Total Expenditures	\$970,302	\$1,428,686	\$1,086,768	\$1,522,382	\$1,754,548
Unassigned Balances					
Unassigned Asset Replacement Balance	\$5,570			\$83,000	\$100,000
Total Budget	\$975,872	\$1,428,686	\$1,086,768	\$1,605,382	\$1,854,548

FUND 133 – ZONE 2 (STREET LIGHTING)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$240,537	\$243,433	\$260,330	\$266,569	\$282,088
Interest	\$1,153	\$2,245	\$2,272	\$900	\$900
Transfer in	\$189,214	\$141,156	\$152,505	\$189,722	\$190,000
Total Revenues	\$430,904	\$386,834	\$415,107	\$457,191	\$472,988
Services	\$430,904	\$386,834	\$363,402	\$507,532	\$531,243
Transfer to Capital Reserve					
Total Expenditures	\$430,904	\$386,834	\$363,402	\$507,532	\$531,243
Unassigned Balances					
Unassigned Asset Replacement Balance					
Total Budgeted	\$430,904	\$386,834	\$363,402	\$507,532	\$531,243

FUND 170 – VINTAGE PARKWAY					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$73,714	\$73,714	\$73,714	\$73,714	\$73,714
Miscellaneous Revenue					
Interest	\$1,568	\$4,345	\$4,241	\$2,500	\$1,000
Operating Transfer In		\$100,000	\$5,000	\$5,000	\$5,000
Total Revenues	\$75,282	\$178,059	\$82,955	\$81,214	\$79,714
Services	\$51,271	\$59,602	\$80,438	\$81,213	\$79,714
Capital Outlay		\$93,422			
Total Expenditures	\$51,271	\$153,024	\$80,438	\$81,213	\$79,714
Unassigned Balances					
Unassigned Asset Replacement Balance				\$31,484	\$34,880
Total Budgeted	\$51,271	\$153,024	\$80,438	\$112,697	\$114,594

FUND 171 – OAKLEY RANCH					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$26,446	\$26,446	\$26,446	\$26,446	\$26,446
Interest	\$377	\$635	\$585	\$250	\$250
Total Revenues	\$26,823	\$27,081	\$27,031	\$26,696	\$26,696
Services	\$30,452	\$26,904	\$26,317	\$26,695	\$27,231
Supplies					
Total Expenditures	\$30,452	\$26,904	\$26,317	\$26,695	\$27,231
Unassigned Balances					
Unassigned Asset Replacement Balance				\$4,310	\$4,030
Total Budgeted	\$30,452	\$26,904	\$26,317	\$31,005	\$31,261

FUND 172 – EMPIRE					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$4,534	\$4,534	\$4,534	\$4,534	\$4,534
Interest	\$860	\$1,681	\$1,796	\$750	\$600
Total Revenues	\$5,394	\$6,215	\$6,330	\$5,284	\$5,134
Services	\$4,738	\$4,003	\$3,728	\$5,284	\$6,262
Total Expenditures	\$4,738	\$4,003	\$3,728	\$5,284	\$6,262
Unassigned Balances					
Unassigned Asset Replacement Balance				\$20,368	\$20,173
Total Budgeted	\$4,738	\$4,003	\$3,728	\$25,652	\$26,435

FUND 173 – OAKLEY TOWN CENTER					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$10,935	\$10,935	\$10,935	\$10,935	\$10,935
Interest	\$719	\$1,500	\$1,708	\$750	\$600
Total Revenues	\$11,654	\$12,435	\$12,643	\$11,685	\$11,535
Services	\$5,602	\$5,290	\$7,875	\$11,685	\$11,535
Total Expenditures	\$5,602	\$5,290	\$7,875	\$11,685	\$11,535
Unassigned Balances					
Unassigned Asset Replacement Balance				\$17,381	\$17,576
Total Budgeted	\$5,602	\$5,290	\$7,875	\$29,066	\$29,111

FUND 174 – OAK GROVE					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$28,405	\$28,405	\$28,405	\$28,405	\$28,405
Interest	\$631	\$1,254	\$1,389	\$600	\$600
Total Revenues	\$29,036	\$29,659	\$29,794	\$29,005	\$29,005
Services	\$27,705	\$22,615	\$19,887	\$29,005	\$29,005
Total Expenditures	\$27,705	\$22,615	\$19,887	\$29,005	\$29,005
Unassigned Balances					
Unassigned Asset Replacement Balance	\$5,570			\$12,741	\$14,466
Total Budgeted	\$33,275	\$22,615	\$19,887	\$41,746	\$43,471

FUND 175 – LAUREL WOODS/LUNA ESTATES					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$7,668	\$7,668	\$7,668	\$7,668	\$7,668
Interest	\$916	\$1,821	\$2,026	\$900	\$750
Total Revenues	\$8,584	\$9,489	\$9,694	\$8,568	\$8,418
Services	\$3,597	\$3,717	\$4,391	\$8,568	\$8,418
Total Expenditures	\$3,597	\$3,717	\$4,391	\$8,568	\$8,418
Unassigned Balances					
Unassigned Asset Replacement Balance				\$22,700	\$22,876
Total Budgeted	\$3,597	\$3,717	\$4,391	\$31,268	\$31,294

FUND 176 – SOUTH FORTY					
	2016-2017 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$9,712	\$9,713	\$9,713	\$9,713	\$9,713
Interest	\$419	\$865	\$944	\$400	\$400
Total Revenues	\$10,131	\$10,578	\$10,657	\$10,113	\$10,113
Services	\$5,468	\$6,289	\$6,963	\$10,112	\$10,113
Total Expenditures	\$5,468	\$6,289	\$6,963	\$10,112	\$10,113
Unassigned Balances					
Unassigned Asset Replacement Balance				\$10,237	\$10,529
Total Budgeted	\$5,468	\$6,289	\$6,963	\$20,439	\$20,642

FUND 177 – CLAREMONT					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$7,628	\$7,628	\$7,628	\$7,628	\$7,628
Interest	\$186	\$363	\$318	\$150	\$100
Total Revenues	\$7,814	\$7,991	\$7,946	\$7,778	\$7,728
Services	\$5,124	\$8,146	\$9,165	\$9,763	\$8,896
Total Expenditures	\$5,124	\$8,146	\$9,165	\$9,763	\$8,896
Unassigned Balances					
Unassigned Asset Replacement Balance				\$2,606	\$1,884
Total Budgeted	\$5,124	\$8,146	\$9,165	\$12,369	\$10,780

FUND 178 – GATEWAY					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$18,360	\$18,360	\$18,360	\$18,360	\$18,360
Interest	\$2,228	\$3,725	\$3,962	\$1,750	\$1,500
Total Revenues	\$20,588	\$22,085	\$22,322	\$20,110	\$19,860
Services	\$46,529	\$20,577	\$17,420	\$20,110	\$21,530
Total Expenditures	\$46,529	\$20,577	\$17,420	\$20,110	\$21,530
Unassigned Balances					
Unassigned Asset Replacement Balance				\$44,069	\$44,093
Total Budgeted	\$46,529	\$20,577	\$17,420	\$64,179	\$65,623

FUND 179 – COUNTRYSIDE (VILLAGE GREEN)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$2,562	\$2,563	\$2,625	\$2,625	\$2,625
Interest	\$264	\$544	\$585	\$275	\$250
Total Revenues	\$2,826	\$3,107	\$3,210	\$2,900	\$2,875
Services	\$966	\$1,343	\$1,915	\$2,900	\$4,320
Total Expenditures	\$966	\$1,343	\$1,915	\$2,900	\$4,320
Unassigned Balances					
Unassigned Asset Replacement Balance				\$6,584	\$6,317
Total Budgeted	\$966	\$1,343	\$1,915	\$9,484	\$10,637

FUND 180 – COUNTRY FAIR (MEADOW GLEN)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$5,423	\$5,423	\$5,423	\$5,423	\$5,423
Interest	\$46	\$90	\$90	\$25	\$50
Total Revenues	\$5,469	\$5,513	\$5,513	\$5,448	\$5,473
Interest	\$39	\$65	\$55		
Services	\$2,472	\$3,503	\$5,395	\$7,948	\$6,594
Total Expenditures	\$2,512	\$3,568	\$5,450	\$7,948	\$6,594
Unassigned Asset Replacement Balance					
Total Budgeted	\$2,512	\$3,568	\$5,450	\$7,948	\$6,594

FUND 181 – CALIFORNIA SUNRISE					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$3,502	\$3,502	\$3,502	\$3,502	\$3,502
Interest	\$703	\$1,409	\$1,529	\$675	\$600
Total Revenues	\$4,205	\$4,911	\$5,031	\$4,177	\$4,102
Services	\$313	\$722	\$1,259	\$4,177	\$4,102
Total Expenditures	\$313	\$722	\$1,259	\$4,177	\$4,102
Unassigned Balances					
Unassigned Asset Replacement Balance				\$17,565	\$17,699
Total Budgeted	\$313	\$722	\$1,259	\$21,742	\$21,801

FUND 182 – CALIFORNIA VISIONS (LAUREL)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000
Interest	\$1,564	\$3,026	\$3,325	\$1,450	\$1,200
Total Revenues	\$13,564	\$15,026	\$15,325	\$13,450	\$13,200
Services	\$10,671	\$8,835	\$8,053	\$13,449	\$13,200
Total Expenditures	\$10,671	\$8,835	\$8,053	\$13,449	\$13,200
Unassigned Balances					
Unassigned Asset Replacement Balance				\$36,928	\$37,455
Total Budgeted	\$10,671	\$8,835	\$8,053	\$50,377	\$50,655

FUND 183 – CLAREMONT HERITAGE					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$18,240	\$18,240	\$18,240	\$18,240	\$18,240
Interest	\$2,038	\$4,096	\$4,586	\$2,000	\$1,500
Total Revenues	\$20,278	\$22,336	\$22,826	\$20,240	\$19,740
Services	\$9,954	\$7,463	\$10,228	\$20,240	\$19,740
Total Expenditures	\$9,954	\$7,463	\$10,228	\$20,240	\$19,740
Unassigned Balances					
Unassigned Asset Replacement Balance				\$50,080	\$52,107
Total Budgeted	\$9,954	\$7,463	\$10,228	\$70,320	\$71,847

FUND 184 – COUNTRY FAIR (MEADOW GLEN II)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$122,544	\$122,544	\$122,544	\$122,544	\$122,613
Interest	\$1,733	\$3,506	\$3,633	\$1,500	\$1,200
Grants					
Total Revenues	\$124,277	\$126,050	\$126,177	\$124,044	\$123,813
Services	\$110,787	\$108,414	\$109,927	\$124,044	\$124,113
Capital Outlay					
Total Expenditures	\$110,787	\$108,414	\$109,927	\$124,044	\$124,113
Unassigned Balances					
Unassigned Asset Replacement Balance				\$34,201	\$32,751
Total Budgeted	\$110,787	\$108,414	\$109,927	\$158,245	\$156,864

FUND 185 – SUNDANCE					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$8,910	\$8,910	\$8,910	\$8,910	\$8,910
Interest	\$161	\$272	\$268	\$100	\$100
Total Revenues	\$9,071	\$9,182	\$9,178	\$9,010	\$9,010
Services	\$10,003	\$9,374	\$9,107	\$9,534	\$9,930
Total Expenditures	\$10,003	\$9,374	\$9,107	\$9,534	\$9,930
Unassigned Balances					
Unassigned Asset Replacement Balance				\$2,140	\$1,708
Total Budgeted	\$10,003	\$9,374	\$9,107	\$11,674	\$11,638

FUND 186 – CALIFORNIA JAMBOREE					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments	\$87,548	\$87,684	\$87,684	\$87,684	\$87,684
Interest	\$4,124	\$7,839	\$8,409	\$3,500	\$3,000
Other		\$250			
Transfers In	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Total Revenues	\$121,672	\$125,773	\$126,093	\$121,184	\$120,684
Services	\$129,645	\$112,692	\$106,024	\$121,184	\$120,684
Capital Outlay					
Total Expenditures	\$129,645	\$112,692	\$106,024	\$121,184	\$120,684
Unassigned Balances					
Unassigned Asset Replacement Balance				\$84,035	\$86,291
Total Budgeted	\$179,273	\$112,692	\$106,024	\$205,219	\$206,975

FUND 187 – COUNTRY PLACE					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments	\$23,400	\$23,400	\$23,400	\$23,400	\$23,400
Interest	(\$25)	\$26			
Transfers In	\$8,000	\$20,000	\$20,000	\$20,000	\$20,000
Total Revenues	\$31,375	\$43,426	\$43,400	\$43,400	\$43,400
Services	\$40,673	\$41,766	\$43,066	\$50,900	\$43,400
Total Expenditures	\$40,673	\$41,766	\$43,066	\$50,900	\$43,400
Unassigned Balances					
Total Budgeted	\$40,673	\$41,766	\$43,066	\$50,900	\$43,400

FUND 188 – LAUREL CREST					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$87,600	\$87,600	\$87,600	\$87,600	\$87,600
Interest	\$1,959	\$2,926	\$2,571	\$1,125	\$750
Transfers In	\$30,000	\$30,000	\$40,000	\$70,000	\$70,000
Total Revenues	\$119,559	\$120,526	\$130,171	\$158,725	\$158,350
Services	\$109,558	\$150,977	\$136,679	\$169,689	\$158,350
Capital Outlay	\$16,221				
Total Expenditures	\$125,779	\$150,977	\$136,679	\$169,689	\$158,350
Unassigned Balances					
Unassigned Asset Replacement Balance					\$6,639
Total Budgeted	\$125,779	\$150,977	\$136,679	\$169,689	\$164,989

FUND 189 – MARSH CREEK GLEN					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$92,201	\$95,489	\$98,853	\$101,728	\$103,323
Interest	\$2,449	\$5,657	\$6,284	\$2,700	\$2,200
Total Revenues	\$94,649	\$101,146	\$105,137	\$104,428	\$105,523
Services	\$41,670	\$52,488	\$72,394	\$104,428	\$105,523
Capital Outlay					
Transfer to Capital Reserve					
Total Expenditures	\$41,670	\$52,488	\$72,394	\$104,428	\$105,523
Unassigned Balances					
Unassigned Asset Replacement Balance				\$62,080	\$68,653
Total Budgeted	\$41,670	\$52,488	\$72,394	\$166,508	\$174,176

FUND 190 – QUAIL GLEN					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$29,916	\$30,982	\$32,075	\$33,007	\$33,524
Interest	\$1,060	\$1,798	\$1,976	\$875	\$750
Total Revenues	\$30,976	\$32,780	\$34,051	\$33,882	\$34,274
Services	\$22,813	\$26,731	\$29,727	\$33,882	\$34,274
Total Expenditures	\$22,813	\$26,731	\$29,727	\$33,882	\$34,274
Unassigned Balances					
Unassigned Asset Replacement Balance	\$14,997			\$19,262	\$19,669
Total Budgeted	\$37,809	\$26,731	\$29,727	\$53,144	\$53,943

FUND 191 – CYPRESS GROVE					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$263,377	\$272,766	\$282,379	\$290,590	\$295,142
Interest	\$6,689	\$12,958	\$13,571	\$5,750	\$5,500
Transfers In	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Total Revenues	\$280,066	\$295,724	\$305,950	\$306,340	\$310,642
Services	\$259,289	\$224,890	\$261,846	\$305,894	\$310,642
Capital Outlay	\$18,800				
Total Expenditures	\$278,089	\$224,890	\$261,846	\$305,894	\$310,642
Unassigned Balances					
Unassigned Asset Replacement Balance				\$100,000	\$100,000
Total Budgeted	\$278,089	\$224,890	\$261,846	\$405,894	\$410,642

FUND 192 – SOUTH OAKLEY					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments	\$378,344	\$394,507	\$408,425	\$420,291	\$426,873
Interest	\$3,460	\$8,020	\$8,070	\$3,500	\$3,000
Other					
Transfers In	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Total Revenues	\$391,804	\$412,527	\$426,495	\$433,791	\$439,873
Services	\$328,115	\$328,361	\$363,606	\$433,792	\$439,873
Capital Outlay					
Transfer to Capital Reserve					
Total Expenditures	\$328,115	\$328,361	\$363,606	\$433,792	\$439,873
Unassigned Balances					
Unassigned Asset Replacement Balance	\$6,450			\$55,469	\$65,329
Total Budgeted	\$334,565	\$328,361	\$363,606	\$489,261	\$505,202

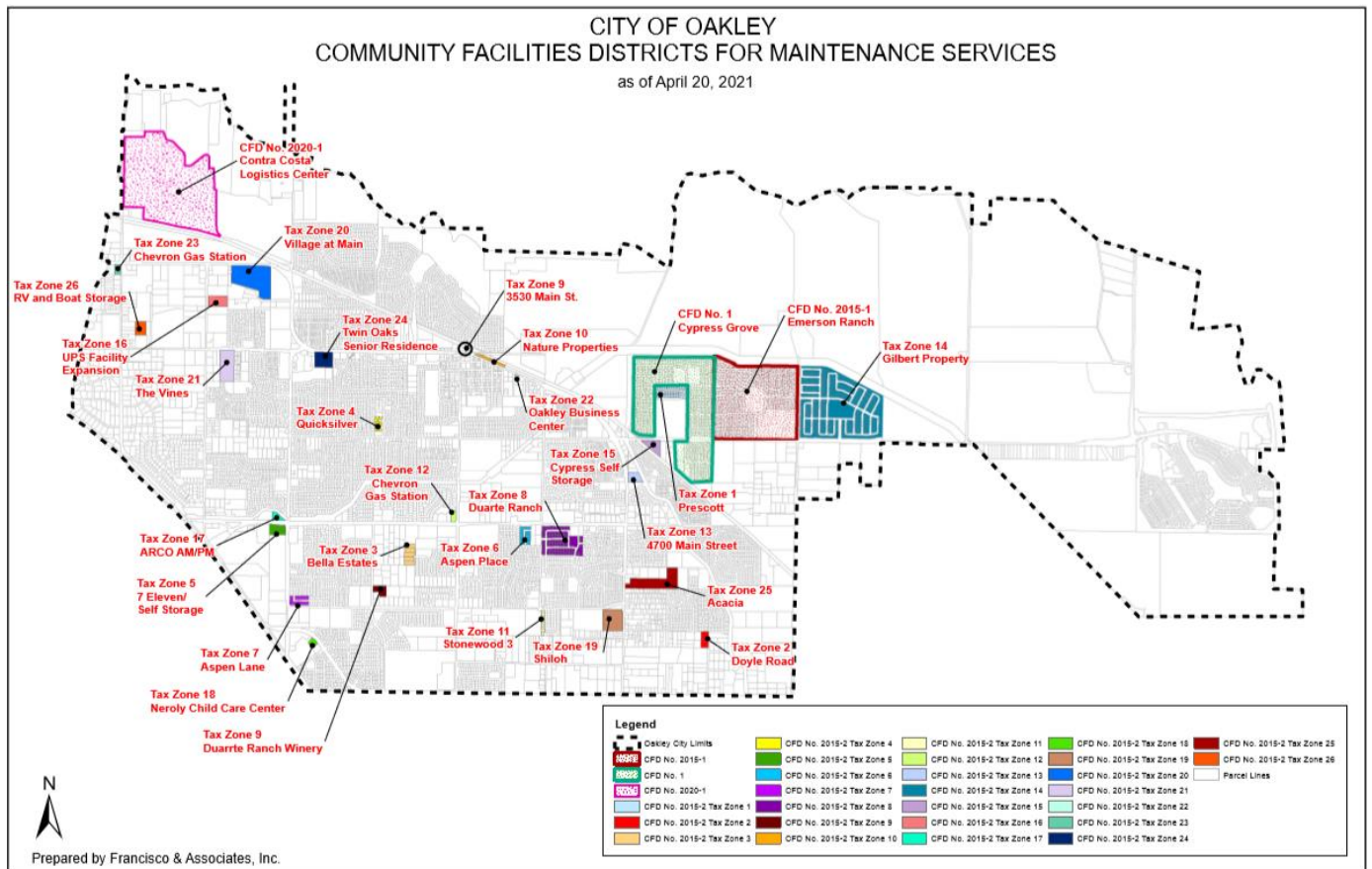
FUND 193 – STONE CREEK					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments	\$40,149	\$53,216	\$58,540	\$58,540	\$64,393
Interest	\$2,360	\$5,153	\$6,144	\$1,900	\$2,000
Total Revenues	\$44,509	\$58,369	\$64,684	\$60,440	\$66,393
Services	\$11,016	\$16,835	\$19,141	\$60,439	\$66,393
Total Expenditures	\$11,016	\$16,835	\$19,141	\$60,439	\$66,393
Unassigned Balances					
Unassigned Asset Replacement Balance				\$64,023	\$71,963
Total Budgeted	\$11,016	\$16,835	\$19,141	\$124,462	\$138,356

FUND 194 – MAGNOLIA PARK					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$572,518	\$688,469	\$757,313	\$757,319	\$833,052
Interest	\$17,710	\$36,015	\$38,298	\$16,500	\$15,000
Other					
Transfer In	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Total Revenues	\$600,228	\$734,484	\$805,611	\$783,819	\$858,052
Services	\$514,048	\$571,415	\$552,997	\$813,819	\$858,052
Capital Outlay					
Total Expenditures	\$514,048	\$571,415	\$552,997	\$813,819	\$858,052
Unassigned Balances					
Unassigned Asset Replacement Balance				\$100,000	\$100,000
Total Budgeted	\$514,048	\$571,415	\$552,997	\$913,819	\$958,052

FUND 195 – SUMMER LAKE					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$329,632	\$395,558	\$438,232	\$441,697	\$482,056
Interest	\$8,089	\$17,580	\$18,940	\$8,200	\$8,000
Other					
Transfer In	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Total Revenues	\$362,721	\$438,138	\$482,172	\$474,897	\$515,056
Services	\$274,925	\$307,078	\$390,399	\$474,897	\$515,056
Capital Outlay					
Total Expenditures	\$274,925	\$307,078	\$390,399	\$474,897	\$515,056
Unassigned Balances					
Unassigned Asset Replacement Balance				\$100,000	\$100,000
Total Budgeted	\$274,925	\$307,078	\$390,399	\$574,897	\$615,056

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. In FY 2020/2021 these district were split into individual funds to better track revenues and expenditures.



FUND 405- COMMUNITY FACILITIES DISTRICT #2015-1 (EMERSON RANCH PARKS & LIGHTING)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$127,673	\$161,216	\$175,093	\$178,352	\$191,118
Interest	\$1,829	\$5,874	\$8,480		\$2,000
Total Revenues	\$129,502	\$167,090	\$183,573	\$178,352	\$193,118
Services	\$2,930	\$2,441	\$33,650	\$174,224	\$161,557
Total Expenditures	\$2,930	\$2,441	\$33,650	\$174,224	\$161,557
Unassigned Balances					
Total Budgeted	\$2,930	\$2,441	\$33,650	\$174,224	\$161,557

FUND 406- COMMUNITY FACILITIES DISTRICT #2015-1 (EMERSON RANCH NEIGHBORHOOD LANDSCAPING)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$122,471	\$154,655	\$167,962	\$171,088	\$183,334
Interest	\$1,754	\$5,635	\$8,134		\$1,500
Total Revenues	\$124,225	\$160,290	\$176,096	\$171,088	\$184,834
Services	\$22,233	\$28,479	\$70,505	\$197,224	\$153,557
Total Expenditures	\$22,233	\$28,479	\$70,505	\$197,224	\$153,557
Unassigned Balances					
Total Budgeted	\$22,233	\$28,479	\$70,505	\$197,224	\$153,557

FUND 407- COMMUNITY FACILITIES DISTRICT #2015-1 (EMERSON RANCH STORMWATER)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$178,279	\$225,118	\$244,486	\$249,037	\$266,863
Interest	\$2,553	\$8,203	\$11,840		\$2,200
Total Revenues	\$180,832	\$233,321	\$256,326	\$249,037	\$269,063
Services	\$223	\$205	\$67,464	\$215,624	\$258,510
Total Expenditures	\$223	\$205	\$67,464	\$215,624	\$258,510
Unassigned Balances					
Total Budgeted	\$223	\$205	\$67,464	\$215,624	\$258,510

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. In FY 2020-2021 these district were split into individual funds to better track revenues and expenditures.

FUND 403- COMMUNITY FACILITIES DISTRICT #2015-2A (STORMWATER)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$53,987	\$48,940	\$66,104	\$5,116	\$8,082
Interest	\$462	\$1,881	\$2,798		
Total Revenues	\$54,449	\$50,821	\$68,902	\$5,116	\$8,082
Services	\$294	\$371	\$453	\$10,000	\$1,870
Total Expenditures	\$294	\$371	\$453	\$10,000	\$1,870
Unassigned Balances					
Total Budgeted	\$294	\$371	\$453	\$10,000	\$1,870

FUND 408- COMMUNITY FACILITIES DISTRICT #2015-2A Zone 1(PRESCOTT-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$11,634	\$18,524	\$19,177	\$19,753	\$20,345
Interest	\$80	\$369	\$225		\$100
Total Revenues	\$11,714	\$1,8893	\$19,402	\$19,753	\$20,445
Services	10,092	\$13,454	\$16,890	\$19,349	\$21,168
Supplies					
Total Expenditures	\$10,092	\$13,454	\$16,890	\$19,349	\$21,168
Unassigned Balances					
Total Budgeted	\$10,092	\$13,454	\$16,890	\$19,349	\$21,168

FUND 409- COMMUNITY FACILITIES DISTRICT #2015-2A Zone 1(PRESCOTT-STORMWATER)					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments	\$22,243	\$23,036	\$23,849	\$24,564	\$25,301
Interest	\$190	\$885	\$1,009		\$200
Total Revenues	\$22,433	\$23,921	\$24,858	\$24,564	\$25,501
Services	\$1,508	\$2,794	\$3,613	\$24,564	\$41,322
Supplies					
Total Expenditures	\$1,508	\$2,794	\$3,613	\$24,564	\$41,322
Unassigned Balances					
Total Budgeted	\$1,508	\$2,794	\$3,613	\$24,564	\$41,322

FUND 410- COMMUNITY FACILITIES DISTRICT #2015-2A Zone 2(DOYLE-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments	\$1,608	\$343	\$343	\$343	\$718
Interest	\$11	\$4	\$4		
Total Revenues	\$1,619	\$347	\$347	\$343	\$718
Services				\$343	\$1,443
Supplies					
Total Expenditures				\$343	\$1,443
Unassigned Balances					
Total Budgeted				\$343	\$1,443

FUND 411- COMMUNITY FACILITIES DISTRICT #2015-2A					
Zone 3(BELLA ESTATES-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments	\$291	\$284	\$284	\$284	\$301
Interest	\$2	\$3	\$3		
Total Revenues	\$293	\$287	\$287	\$284	\$301
Services				\$284	\$1,442
Supplies					
Total Expenditures				\$284	\$1,442
Unassigned Balances					
Total Budgeted				\$284	\$1,442

FUND 412- COMMUNITY FACILITIES DISTRICT #2015-2A					
Zone 4(QUICKSILVER-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments	\$3,199	\$953	\$987	\$1,016	\$1,047
Interest	\$22	\$19	\$12		
Total Revenues	\$3,221	\$972	\$999	\$1,016	\$1,047
Services				\$1,026	\$2,455
Supplies					
Total Expenditures				\$1,026	\$2,455
Unassigned Balances					
Total Budgeted				\$1,026	\$2,455

FUND 413- COMMUNITY FACILITIES DISTRICT #2015-2A Zone 5(7/11 STORAGE-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$1,582	\$1,158	\$1,199	\$1,234	\$1,272
Interest	\$11	\$23	\$14		
Total Revenues	\$1,593	\$1,181	\$1,213	\$1,234	\$1,272
Services				\$1,234	\$2,677
Supplies					
Total Expenditures				\$1,234	\$2,677
Unassigned Balances					
Total Budgeted				\$1,234	\$2,677

FUND 414- COMMUNITY FACILITIES DISTRICT #2015-2A Zone 6(ASPEN PLACE-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$4,230	\$3,702	\$6,996	\$7,206	\$7,422
Interest	\$29	\$74	\$82		
Total Revenues	\$4,259	\$3,776	\$7,078	\$7,206	\$7,422
Services			\$3,113	\$9,989	\$10,361
Supplies					
Total Expenditures			\$3,113	\$9,989	\$10,361
Unassigned Balances					
Total Budgeted			\$3,113	\$9,989	\$10,631

FUND 415- COMMUNITY FACILITIES DISTRICT #2015-2A					
Zone 7(ASPEN LANE-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments	\$4,363	\$8,413	\$11,613	\$11,962	\$12,320
Interest	\$30	\$168	\$136		
Total Revenues	\$4,393	\$8,581	\$11,749	\$11,962	\$12,320
Services			\$6,456	\$12,727	\$12,259
Supplies					
Total Expenditures			\$6,456	\$12,727	\$12,259
Unassigned Balances					
Total Budgeted			\$6,456	\$12,727	\$12,259

FUND 416- COMMUNITY FACILITIES DISTRICT #2015-2A					
Zone 8(DUARTE RANCH-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments	\$20,470	\$36,091	\$29,522	\$59,408	\$62,741
Interest	\$141	\$719	\$347		
Total Revenues	\$20,611	\$36,810	\$29,869	\$59,408	\$62,741
Services			\$11,357	\$64,084	\$65,570
Supplies					
Total Expenditures			\$11,357	\$64,084	\$65,570
Unassigned Balances					
Total Budgeted			\$11,357	\$64,084	\$65,570

FUND 417- COMMUNITY FACILITIES DISTRICT #2015-2A					
Zone 8(DUARTE RANCH-STORMWATER)					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments	\$30,471	\$24,612	\$20,882	\$21,509	\$22,256
Interest	\$261	\$946	\$884		
Total Revenues	\$30,732	\$25,558	\$21,766	\$21,509	\$22,256
Services				\$33,456	\$23,985
Supplies					
Total Expenditures				\$33,456	\$23,985
Unassigned Balances					
Total Budgeted				\$33,456	\$23,985

FUND 418- COMMUNITY FACILITIES DISTRICT #2015-2A					
Zone 10(NATURE PROP-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments		\$4,639	\$4,802	\$4,946	\$5,095
Interest		\$92	\$56		
Total Revenues		\$4,731	\$4,858	\$4,946	\$5,095
Services				\$2,500	\$5,095
Supplies					
Total Expenditures				\$2,500	\$5,095
Unassigned Balances					
Total Budgeted				\$2,500	\$5,095

FUND 419- COMMUNITY FACILITIES DISTRICT #2015-2A Zone 12(CHEVRON-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments		\$2,620	\$2,712	\$2,794	\$2,878
Interest			\$32		
Total Revenues		\$2,620	\$2,744	\$2,794	\$2,878
Services				\$700	\$2,868
Supplies					
Total Expenditures				\$700	\$2,868
Unassigned Balances					
Total Budgeted				\$700	\$2,868

FUND 421- COMMUNITY FACILITIES DISTRICT #2015-2A Zone 14(GILBERT-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments			\$221,630	\$353,327	\$327,003
Interest			\$2,604	\$250	\$500
Total Revenues			\$224,234	\$353,577	\$327,503
Services				\$325,268	\$327,981
Supplies					
Total Expenditures				\$325,268	\$327,981
Unassigned Balances					
Total Budgeted				\$325,268	\$327,981

FUND 422- COMMUNITY FACILITIES DISTRICT #2015-2A					
Zone 14(GILBERT-STORMWATER)					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments			\$19,116	\$141,689	\$133,429
Interest			\$809		
Total Revenues			\$19,925	\$141,689	\$133,429
Services				\$71,616	\$194,882
Supplies					
Total Expenditures				\$71,616	\$194,882
Unassigned Balances					
Total Budgeted				\$71,616	\$194,882

FUND 423- COMMUNITY FACILITIES DISTRICT #2015-2A					
Zone 16(UPS EXPAN-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments			\$4,524	\$3,565	\$3,206
Interest			\$53		
Total Revenues			\$4,577	\$3,564	\$3,206
Services				\$3,564	\$3,206
Supplies					
Total Expenditures				\$3,564	\$3,206
Unassigned Balances					
Total Budgeted				\$3,564	\$3,206

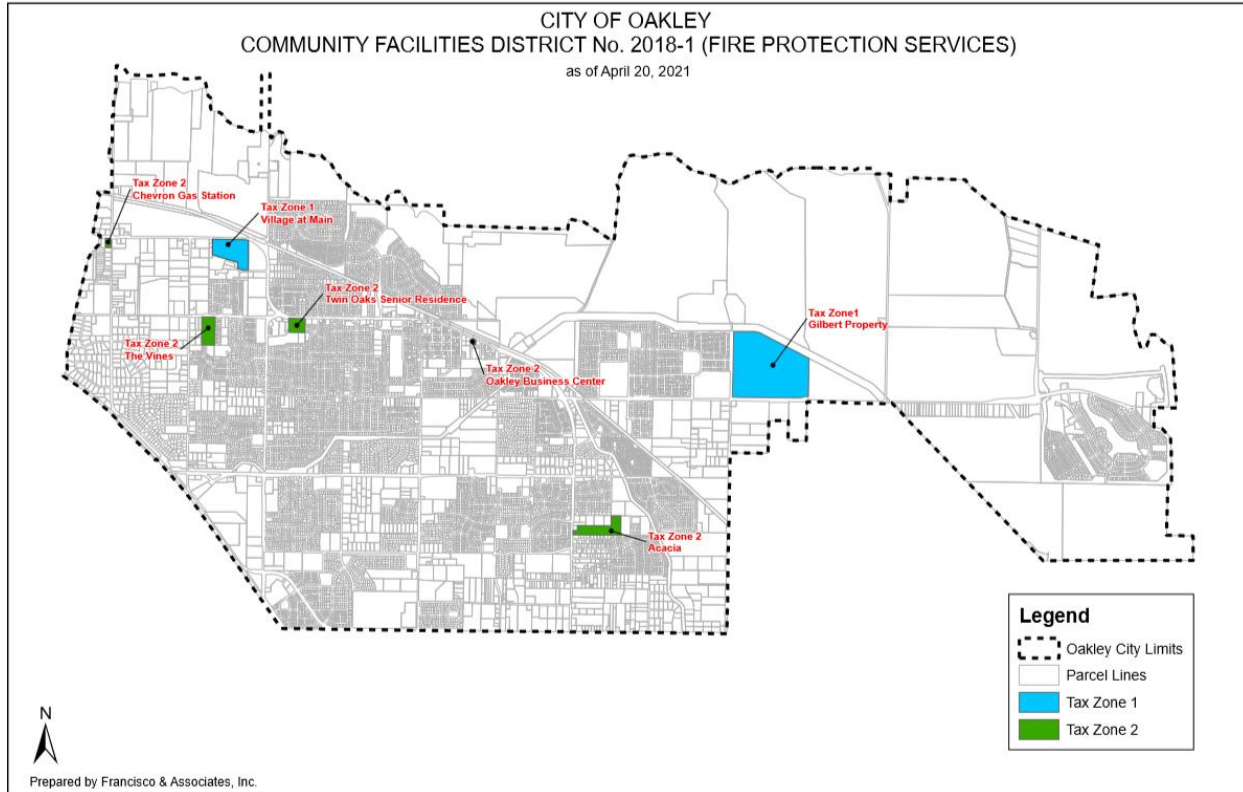
FUND 424- COMMUNITY FACILITIES DISTRICT #2015-2A					
Zone 17(ARCO AM/PM-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments				\$4,660	\$702
Interest					
Total Revenues				\$4,660	\$702
Services				\$4,660	\$2,142
Supplies					
Total Expenditures				\$4,660	\$2,142
Unassigned Balances					
Total Budgeted				\$4,660	\$2,142

FUND 425- COMMUNITY FACILITIES DISTRICT #2015-2A					
Zone 19(SHILOH-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments				\$11,885	\$11,028
Interest					
Total Revenues				\$11,885	\$11,028
Services				\$11,885	\$5,479
Supplies					
Total Expenditures				\$11,885	\$5,479
Unassigned Balances					
Total Budgeted				\$11,885	\$5,479

FUND 426- COMMUNITY FACILITIES DISTRICT #2015-2A					
Zone 20(THE VILLAGE-NEIGHBORHOOD PARKS & LANDSCAPE)					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments				\$24,823	\$25,568
Interest					
Total Revenues				\$24,823	\$25,568
Services				\$24,823	\$5,448
Supplies					
Total Expenditures				\$24,823	\$5,448
Unassigned Balances					
Total Budgeted				\$24,823	\$5,448

COMMUNITY FACILITIES DISTRICT #2018-1

The City of Oakley formed Community Facilities District No. 2018-1 (Fire Protection) (“CFD”) in September of 2018. 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 financial impacts. All revenues received, excluding administrative costs, are paid to the fire district to offset fire protection expenses.



FUND 404- COMMUNITY FACILITIES DISTRICT #2018-1 (FIRE PROTECTION)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments			\$13,949	\$65,000	\$100,000
Interest					
Total Revenues			\$13,949	\$65,000	\$100,000
Services			\$13,949	\$65,500	\$100,000
Total Expenditures			\$13,949	\$65,500	\$100,000
Unassigned Balances					
Total Budgeted			\$13,949	\$65,500	\$100,000

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COMMUNITY FACILITIES DISTRICT #2020-1

The City of Oakley formed Community Facilities District No. 2020-1 (Parks, Street Light, Landscape and Stormwater Services) (“CFD”) in April of 2020. 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.

FUND 134- COMMUNITY FACILITIES DISTRICT #2020-1 (CONTRA COSTA LOGISTICS CENTER)					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments					\$35,000
Interest					
Total Revenues					\$35,000
Services					\$33,904
Total Expenditures					\$33,904
Unassigned Balances					
Total Budgeted					\$33,904

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ROAD MAINTENANCE FUNDS

The City has four Special Revenue funds used mostly for Road Maintenance: the Gas Tax Fund, the Road Maintenance & Rehab Fund (SB1), the Measure J Fund, and the Streets Maintenance & Rehab 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					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Gas Taxes	\$878,795	\$863,869	\$960,637	\$934,120	\$1,071,615
Grant Proceeds					
Interest	\$2,071	\$2,704	\$9,349	\$1,000	\$1,000
Other	\$6,386	\$20,644	\$6,785		
Road Maintenance & Rehabilitation Account*	\$241,408	\$700,622	\$729,741		
Total Revenues	\$1,128,660	\$1,587,839	\$1,706,512	\$935,120	\$1,072,615
Services	\$439,013	\$367,745	\$375,692	\$401,250	\$575,545
Supplies	\$150,313	\$221,314	\$164,226	\$220,000	\$230,000
Capital Outlay	\$37,883	\$830,875	\$313,909		\$370,000
Transfers Out	\$189,214	\$141,156	\$152,505	\$189,722	\$190,000
Total Expenditures	\$816,423	\$1,802,538	\$1,006,332	\$810,972	\$1,365,545
Unassigned Balances					
Total Budgeted	\$816,423	\$1,802,538	\$1,006,332	\$1,010,722	\$1,365,545

*this account moved to fund 141 in FY 2021

ROAD MAINTENANCE & REHAB FUND

The Road Maintenance & Rehab Fund is used to account for the City’s share of SB1 revenues received from the State. These revenues are an ongoing revenue source for the purpose of addressing deferred maintenance on the local streets and roads. The City uses them for local roadway maintenance and rehabilitation projects. Prior to FY 2021 these revenues and expenditures were part of the Gas Tax Fund (140).

FUND 141 – ROAD MAINTENANCE & REHAB					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Road Maintenance & Rehabilitation				\$663,450	\$816,000
Interest					\$500
Total Revenues				\$663,450	\$816,500
Services				\$52,950	\$40,260
Supplies					
Capital Outlay				\$1,318,802	\$800,000
Total Expenditures				\$1,371,752	\$840,260
Unassigned Balances					
Total Budgeted				\$1,371,752	\$840,260

MEASURE J

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

FUND 148 – MEASURE J					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Measure J Allocations	\$588,050	\$706,375	\$655,646	\$640,000	\$600,000
Interest	\$7,922	\$19,683	\$20,459	\$5,000	\$5,000
General Fund Transfers	\$300,000				
Total Revenues	\$895,972	\$726,058	\$676,105	\$645,000	\$605,000
Services	\$95,804	\$106,384	\$274,598	\$447,300	\$214,178
Supplies					
Capital Outlay	\$26,385	\$68,637	\$860,939	\$732,674	\$750,000
Total Expenditures	\$122,189	\$175,021	\$1,135,537	\$1,179,974	\$964,178
Unassigned Balances					
Total Budgeted	\$122,189	\$175,021	\$1,135,537	\$1,179,974	\$964,178

STREETS MAINTENANCE & REHAB FUND

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 this Fund 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. Beginning in Fiscal Year 2021-2022, the Fund is being renamed as the Streets Maintenance and Rehab Fund, as the emphasis will be on expending the necessary dollars to maintain and rehabilitate City streets as much as possible every year, rather than attempting to set aside funds for future projects. It has been estimated that it would take roughly \$7 million per year to keep the streets in desirable condition. Since we don't currently have sufficient funding such street maintenance costs, the plan is to prioritize such maintenance projects and expend the available funds to complete those projects, rather than set funds aside for the future.

FUND 235 – STREET MAINTENANCE & REHAB					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Transfers In	\$200,000	\$275,000	\$350,000	\$350,000	\$4,000,000
Other					
Total Revenues	\$200,000	\$275,000	\$350,000	\$350,000	\$4,000,000
Services	\$1,667	\$128			
Supplies					
Capital Outlay				\$265,000	\$6,105,000
Total Expenditures	\$1,667	\$128	\$0	\$265,000	\$6,105,000
Unassigned Balances					
Total Budgeted	\$1,667	\$128	\$0	\$265,000	\$6,105,000

STORM WATER PROGRAM FUND

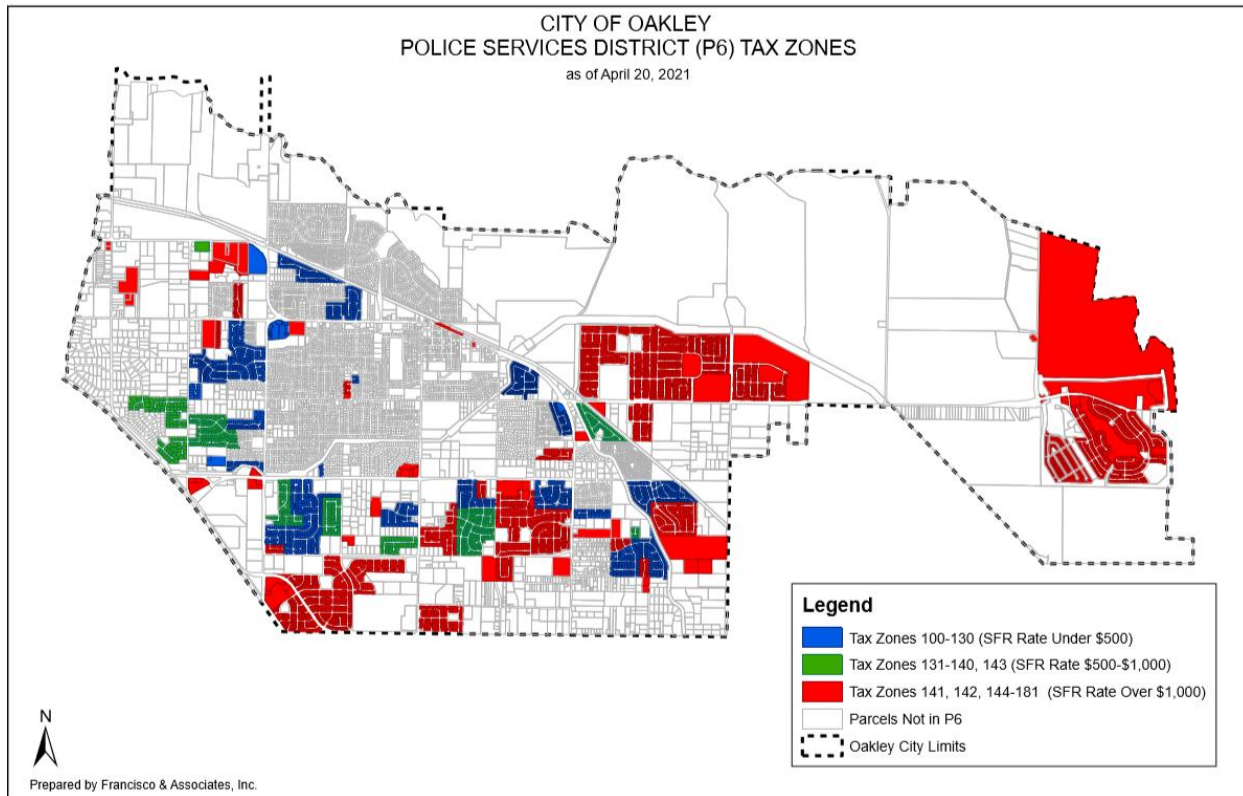
The City has a separate fund to account for its Storm Water Program activities. The program is funded by assessments on property owners, and pays for storm water and pollution runoff management activities mandated by the Federal Government.

FUND 145 – STORM WATER PROGRAM					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Assessments	\$569,109	\$520,277	\$505,118	\$500,000	\$500,000
Interest	\$3,747	\$8,042	\$5,873	\$1,000	\$1,000
Other	\$9,090	\$430	\$90		
Total Revenues	\$581,946	\$528,749	\$511,081	\$501,000	\$501,000
Services	\$363,765	\$444,346	\$358,829	\$278,500	\$362,601
Supplies	\$176,376	\$179,176	\$181,420	\$268,500	\$323,500
Capital Outlay	\$22,449			\$232,210	\$100,000
Total Expenditures	\$562,590	\$623,522	\$540,249	\$779,210	\$786,101
Unassigned Balances					
Total Budgeted	\$562,590	\$623,522	\$520,249	\$779,210	\$786,101

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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. In FY 2020-2021 the City was awarded an Office of Traffic Safety police grant. This was a one-time grant and not anticipated each year.



FUND 150 – P-6 POLICE SERVICES					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Assessments	\$4,211,373	\$4,709,447	\$5,238,444	\$5,339,050	\$5,400,000
Interest	\$9,407	\$14,442	\$6,276	\$2,500	\$2,500
Total Revenues	\$4,220,780	\$4,723,889	\$5,244,720	\$5,341,550	\$5,402,500
Services	\$4,220,780	\$4,723,889	\$5,244,720	\$5,341,550	\$5,402,500
Total Expenditures	\$4,220,780	\$4,723,889	\$5,244,720	\$5,341,550	\$5,402,500

FUND 151 – SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Grant Revenues	\$139,416	\$149,787	\$155,948	\$100,000	\$125,000
Interest	\$547		\$1,658	\$425	\$450
Total Revenues	\$139,416	\$149,787	\$157,606	\$100,425	\$125,450
Services	\$139,416	\$149,787	\$157,606	\$100,425	\$125,450
Supplies					
Capital Outlay					
Total Expenditures	\$139,416	\$149,787	\$157,606	\$100,425	\$125,450

FUND 152 – OTS POLICE GRANTS					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Grant Revenue				\$54,000	
Interest					
Total Revenues				\$54,000	
Grant Expenditures				\$54,000	
Total Expenditures				\$54,000	

DEVELOPER DEPOSITS FUND

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

FUND 301 – DEVELOPER DEPOSITS					
	2017-2018 Actual	2018-2019 Actual	2019-2020 Actual	2020-2021 Projected	2021-2022 Proposed
Developer Fees	\$1,224,836	\$1,467,838	\$1,562,172	\$1,078,000	\$1,040,102
Total Revenues	\$1,224,836	\$1,467,838	\$1,562,172	\$1,078,000	\$1,040,102
Services	\$1,224,836	\$1,467,838	\$1,560,957	\$1,078,000	\$1,040,102
Operating Transfers Out					
Total Expenditures	\$1,224,836	\$1,467,838	\$1,560,957	\$1,078,000	\$1,040,102

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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 Community and Economic Development Director and his time is charged to the program on an hourly basis.

Program Objectives

The primary operating objectives for the program in the fiscal year is to ensure Developers continue to comply with their obligations. There are no significant changes to the Department's objectives. To the extent costs are less than funds available, the balance will be used towards paying down a portion of the \$1.3 million in deferred impact fee obligations from prior affordable housing projects that remain outstanding.

Program Changes

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

FUND 767 – SUCCESSOR HOUSING ASSETS					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	Actual	Actual	Actual	Projected	Proposed
Property Tax					
Interest Income	\$839	\$1,500	\$4,048	\$700	\$700
Loan Repayments	\$18,988	\$72,347	\$94,719	\$10,000	\$10,000
Rents					
Sale of Property					
Transfers In					
Interfund Charges for Svc					
Total Revenues	\$19,827	\$75,108	\$98,767	\$10,700	\$10,700
Personnel					
Supplies					
Services	\$3,322	\$3,539	\$3,500	\$3,500	
Interest	\$15,159	\$22,089	\$10,000	\$10,000	\$10,000
Total Expenditures	\$18,481	\$25,628	\$13,500	\$13,500	\$10,000
Unassigned Balances					
Total Budgeted	\$18,481	\$25,628	\$13,500	\$13,500	\$10,000

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 2021-2022: 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

ESTIMATED REVENUES		
Transfers In	Interest Income	Total Revenues
\$671,370	\$500	\$671,870

PROPOSED EXPENDITURES			
Principal	Interest	Administration	Total Expenditures
\$315,000	\$349,369	\$8,760	\$673,129

DEBT LISTING:

2016 Lease Revenue Bonds	Recreation Center	\$10,025,000
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REMAINING DEBT SERVICE:

Fiscal Year	Principal	Interest	Total Debt Service
2021-22	\$315,000	\$349,369	\$664,369
2022-23	\$330,000	\$336,769	\$666,769
2023-24	\$345,000	\$323,569	\$668,569
2025-26	\$360,000	\$309,769	\$669,769
Other Years	\$7,210,000	\$2,663,494	\$9,873,494
Totals	\$8,560,000	\$3,982,970	\$12,542,970

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 for projects to 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 the coordination of City projects with improvements constructed by other 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 tool for the community to help promote the economic vitality and viability for the City of Oakley.

The focus of the proposed CIP for FY 2021/22 through FY 2025/26 is to maintain the core infrastructure of the City of Oakley 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. In preparation of the CIP for FY 2021/22, a comprehensive review of prospective projects was performed.

The CIP for FY 2021/22 is divided into specific projects to address unique needs for each component of the City's infrastructure system (i.e. Streets, Parks & Facilities). This approach provides funding for the infrastructure maintenance, construction of new improvements, and the long range goals 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, Development Traffic Impact Fees, Development Park Impact Fees, Federal & State Grants, Assessment District Funds, and the City's General Fund. 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 2021/22 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 (i.e. new Recreation Center, Library, etc.). Commercial developers also look to build in communities that thrive and provide amenities for today's lifestyle. The construction of CIP projects help to enhance 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 to compliment the private development projects.

PROPOSED CIP PROJECTS FOR FY 2021-2022

Project #176, Oakley Regional Community Park Project – This project transforms a 55-acre site located at the north end of Sellers Avenue that was given to the City as part of the development agreements with the Emerson and Gilbert Ranch projects. This 55-acre site was an abandoned dairy farm that has been closed for decades. This project will construct a regional park at this site that will be a destination point for the Oakley community. A team of staff, consultants, and a Council sub-committee began the process of concept planning for this site in 2016. As a result of this work, a concept plan was developed and approved by the City Council. During 2019, there were further discussions with the community to solicit input as the concept plan was refined and adopted by the City Council to reflect the needs of the community and strategic goals of the City Council. This project will be a multi-phase project that will be designed and constructed over the coming years, and would potentially cost over \$60,000,000 to construct all of its components. Funding for this project will be provided by a combination of grants and other local funds over several years. The first phase of this project was the demolition and removal of the abandoned and unsafe structures which was completed in fall 2019. The City applied for funding for the first phase of this project from a State Proposition 68 State of California Grant in the summer of 2019 and were notified in the spring of 2020 that this project was not selected for funding by the State. Staff has continued its work diligently to secure funding for this project and followed up with the State to identify ways that the City's grant application can be improved. As a result, the City applied for the next round of the Proposition 68 State of California Grant in March 2021. Staff expects to hear the results of the grant application by fall 2021. *The initial funding for concept planning and site clean-up of this project was allocated in the FY 2016/17 budget. As part of the FY 2021/22 budget, \$3,000,000 from the Park Impact Fee Fund will be added to the project budget for its design and construction.*

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 replacing the City's bridges, and relies upon State grant programs for major bridge improvement projects. Staff will apply for Highway Bridge Replacement and Rehabilitation (HBRR) grant funding for this project and once staff has secured funding for this project, the design and construction of this project will be initiated. *The funding of the preliminary project design was allocated in FY 2020/21 and no additional funding is requested in the FY 2021/22 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. *The funding of the project design and construction was allocated in FY 2020/21 and as part of the FY 2021/22 budget, \$50,000 from Measure J Fund will be added to the project budget for its construction.*

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, and 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 a new trash capture device at the upstream end of the channel near Vintage Parkway. The trash capture device will stop trash from flowing into the Delta and, as a result, puts the City in compliance with the SFRWQCB permit. The construction cost of this project is over \$900,000. 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 design was allocated in FY 2016/17 and no additional funding is requested in the FY 2021/22 budget.*

Project #205, Downtown Gateway Plaza Roadway and Parking Lot Project

- The Oakley Multi-Modal Roadway and Parking Lot Project features a new AMTRAK funded, designed, and constructed train platform station located north of Main Street in the area between 2nd Street and Norcross Lane. The facility would provide connections for the Tri Delta Transit bus service to the train station, as well as a Park & Ride lot. The platform station 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 to City Hall, the Civic Center Park, and Main Street restaurants. The project will provide approximately 300 surface parking spaces to support Park & Ride activities in addition to supporting plaza activities held on the weekends and evenings. AMTRAK will entirely fund the design and construction of the new railroad platform station and the City will design and construct the associated public street and parking lot infrastructure. The design of this project is currently underway in collaboration with the AMTRAK design team. *The original design funding of this project was allocated in FY 2017/18 and FY 2019/20 and no additional funding is requested in the FY 2021/22 budget.*

Project #211, Main Street/Rose Avenue Intersection Improvement Project –

With the continued growth of the community and new subdivision development projects along the East Cypress Road corridor, the associated traffic volumes will increase. Improving the streets will be necessary to accommodate the added volume of traffic to these new neighborhoods. Main Street and Rose Avenue has operated as a stop sign controlled intersection which is not sustainable for the long term, and therefore a traffic signal is needed at this location. City staff have been discussing this intersection improvement project with the management staff of Ironhouse Sanitary District (ISD) to explore opportunities that this project could address. The City needs better traffic flows at this intersection and ISD needs access from their prospective development site to Main Street. Currently, the Vintage Parkway neighborhood has only one access to Main Street. Installing a signal at Main Street/Rose Avenue would benefit the neighborhood by providing a long desired secondary access for the residents. Having a secondary access would not only alleviate congestion at the current intersection, but would provide another option for emergency vehicles to access the neighborhood and allow quicker response times. The design of this project would start after a cost share agreement is reached between the City of Oakley and ISD. *The funding for this*

project will be allocated in the CIP budget in futures years, after an agreement with ISD is finalized.

Project #215, Downtown Parking Lot Construction Project – In continuing with the implementation of the Strategic Goals of the City Council to improve and enhance Downtown Oakley, this project will construct a new parking lot. This new parking lot construction will be in collaboration with the development project at the intersection of Main Street and Norcross Lane, which will construct a new modern retail building, “Oakley Mercantile”. This new parking lot is part of the multi-phase downtown parking project and will be constructed on the north side of the Oakley Entrepreneur Center and the east side of the Oakley Plaza shopping center. *The funding of this project was allocated in the FY 2018/19 budget and as part of the FY 2021/22 budget, \$175,000 from the Main Street Fund will be added to the project budget for its construction.*

Project #231, Sellers Avenue (Riverrock Drive to CCWD Canal Crossing) Widening and Improvement Project– Sellers Avenue is a 2 lane road that was constructed by Contra Costa County decades ago. The section of Sellers Avenue from East Cypress Road, to the north end of the road at the gate to the future Oakley Regional Community Park is destined to be widened to 4 lanes with curb and gutter, sidewalks, landscaped medians, bike lanes, and street lighting. Presently, the section of Sellers Avenue from East Cypress Road to Riverrock Drive has been widened and improved by the developers of the Emerson and Gilbert Ranch projects. This project will widen and improve the remaining section of Sellers Avenue from the intersection at Riverrock Drive to the gate to the future Oakley Regional Community Park. The above referenced developers will pay the City the cost for curb and gutter, sidewalk, and one lane of roadway. The City will pay the remaining construction costs for the second lane and medians for this project. The timing of design and construction of this project will be in coordination with the Oakley Regional Community Park Project CIP # 176. *The funding of this project will be allocated to the CIP budget in future years. The City did receive a developer contribution in FY 2020-2021 for this project.*

Project #247, East Cypress Road Widening (Knightsen Avenue to Jersey Island Road) Project - This project will widen and improve East Cypress Road east of Knightsen Avenue to Jersey Island Road. The widening will stop short of the Contra Costa Canal where the developer to the east of the canal will be responsible to continue the widening and improvement of East

Cypress Road. The growth and development of new subdivision projects along the East Cypress Road corridor has necessitated various infrastructure improvements to accommodate the increased traffic volumes on this road. These improvements include the widening of East Cypress Road to City standards along the Emerson and Gilbert Ranch projects. The City of Oakley also owns a property along East Cypress Road between Knightsen Avenue and Jersey Island Road. This property is part of the Burroughs Subdivision development site and in collaboration with the developer of this subdivision this City capital project will reconstruct East Cypress Road from Knightsen Avenue to Jersey Island Road. As it is the policy for frontage improvements, both the City and the developer will pay their share of this roadway construction project which will be managed and constructed by the City. *As part of the FY 2020/21 budget, \$500,000 from the Traffic Impact Fee Fund was allocated for this project design. As part of the FY 2021/22 budget, \$200,000 from the Traffic Impact Fee Fund will be added to the design budget and an additional \$6,000,000 from the Traffic Impact Fee Fund will be added to the project budget for the construction of this project.*

Project #248, Holly Creek Park Restroom Construction Project - This project will construct a permanent restroom facility at Holly Creek Park. The demand for City of Oakley recreational fields continues to grow, particularly for organized sports such as the Baseball and Soccer leagues. The field at Holly Creek Park is one of the favorite and much desired fields in Oakley for leagues to play their sporting activities. This park does not have any restroom facilities, which necessitates the placement of portable toilets at this park. This approach has created many operational and sanitary issues and is not a sustainable solution to address the need for a public restroom facility. This project will construct a permanent restroom facility at this park similar to the restroom facility that was constructed at the Koda Dog Park. The funding for this project will be partially funded from a private development project contribution which will be supplemented by the City's Park Impact Fee funds. *The initial funding for this project was allocated in FY 2020/21 budget. As part of the FY 2021/22 budget, \$100,000 from the Park Impact Fee Fund will be added to the project budget for its construction.*

Project #249, Recreation Center Emergency Generator Project - This project will install an emergency generator at the Oakley Recreation Center. The Recreation Center campus is the center of recreational activities for the

Oakley community, and currently does not have a back-up power source. In periods of PG&E power outages, the operations at the Recreation Center that require electricity come to a halt. This project will install an Emergency Generator behind the Recreation Center building to provide stand-by power during periods of PG&E power outages to ensure that the Recreation Center operations will continue uninterrupted. Staff is pursuing grant funding to be able to fund the construction of this project. *The funding of this project is contingent on securing the grant funding.*

Project #250, Laurel Road Resurfacing Project (Empire Avenue to O'Hara Avenue) - This project will repair and resurface Laurel Road in the section between Empire Avenue to O'Hara Avenue. This roadway is not only a major arterial in the City, but a truck route which is used extensively everyday by heavy construction trucks to deliver materials and supplies to various development sites in Oakley. Street repair and resurfacing is critical in keeping the quality of the City's street infrastructure in good condition and preventing costly reconstruction due to the lack of proper rehabilitation and maintenance. As part of this project, Class IV Bicycle Lanes (Buffered Bicycle Lanes) that are separate from the vehicular travel lanes will be installed. A buffered bicycle lane provides greater separation from an adjacent traffic lane. This approach provides higher awareness for the motorists and bicyclists to the potential areas of conflict, and increases comfort for bicyclists. *The initial funding for this project design was allocated in the FY 2020/21 budget. Total construction budget- \$3,800,000 (\$2,700,000 from the Street Maintenance and Rehabilitation Fund, \$800,000 from Gas Tax RMRA Fund, and \$300,000 from Gas Tax HUTA Fund).*

Project #252, Downtown Storm Drain (AREA 29D) Improvement Project – Many years ago the Contra Costa County Flood Control District established drainage zones throughout the County for storm drain detention and treatment. These zones included large detention basins (i.e. Freedom Basin, Teakwood Basin, Del Antico Basin, etc.) and a network of underground pipe systems to convey the storm water runoff from the City streets to these basins. There are 9 drainage zones in the City of Oakley. Storm Drain Zone 29D covers all of the Gardenia Ave and Chianti Way neighborhood streets and conveys their storm drain runoff north toward Main Street, and continues northerly under the railroad tracks. All parts of the storm drain system in this zone have been constructed, with the exception of the section of pipe from the north side of Main Street just east of Miguel Drive, to the

edge of the railroad tracks. This project will secure the storm drain easement; as well as, design and construct this section of storm drain pipe, which will complete all of the improvements in this zone. The design of this project will be funded as a part of FY 2021/22 CIP Budget. *Total Budget-\$100,000 (\$100,000 Stormwater Fund).*

Project #253, Police Department Parking Lot Expansion Project – To address the deficient parking issues in the existing parking lot, the City of Oakley was able to acquire a vacant property that backs up to the south side of the existing Police Department parking lot, with access to West Ruby Street. This property will be used to construct a new parking lot in order to expand the existing parking facilities for the Police Department. This project's scope of work includes the grading and paving of a new parking lot that will connect the existing Police Department parking lot to West Ruby Street. The new parking lot will have landscaping and lights, and will complement the parking facilities that are currently in use. This new parking lot will provide Police Officers direct access to West Ruby Street and other major streets in Oakley. This will be a significant safety improvement as well as improve response times for police officers by not having to navigate the busy parking lot used by Black Bear Diner Restaurant customers. *The funding of this project was allocated in the FY 2020/21 budget, no additional funding is requested in the FY 2021/22 budget.*

Project #254, Civic Center Park Renovation Project – The Oakley Civic Center is a beautiful campus that includes the City Hall facilities and an Amphitheater with a Park that has been used by the community for public events and gatherings throughout the year. The Civic Center Park was home to 2 large Oak trees that were the centerpiece of the park, along with its associated landscaping. On August 23, 2020 one of these Oak trees suffered a major failure as result of a fungal disease which caused the tree to collapse and fall. As a result of the tree failure, Staff worked on developing a plan to renovate the park and address the infrastructure damages that were caused by the fallen Oak tree. The renovation of this park includes distinctive components that are best suited to be constructed by specialty contractors that can perform the work efficiently and economically. The work on this project includes: concrete amphitheater seating, a playground, playground surfacing, a picnic area, a Sequoia holiday tree planting, and perimeter fencing. *The funding of this project was allocated in FY 2020/21 budget, no additional funding is requested in the FY 2021/22 budget.*

Project #255, Cypress Grove Subdivision Pump Station Building Project – The Cypress Grove Subdivision has a pump station, an emergency generator, and associated electrical components to support the storm drain system for this subdivision. The newer subdivisions, such as Emerson Ranch and Gilbert Ranch, house all such components in a building that is fully covered and protects their expensive electrical and mechanical components. However, at the Cypress Grove Subdivision, the pump station, emergency generator, and its associated electrical components are housed in a building with only a half roof and are exposed to environmental elements. The components degrade much quicker when exposed to the elements and require more frequent service and costly replacement. This project will construct a full roof and new walls on the existing building to enclose and protect the valuable mechanical components, and to promote their longevity. ***Total Budget- \$900,000 (\$900,000 Cypress Grove Subdivision Community Facility District # 1 Fund).***

Project #256, Civic Center Roof Replacement Project – The Oakley City Hall building is primarily divided into 4 sections; Police Department; Public Works, Finance, and Community and Economic Development Departments; Administration; and the City Council Chambers. The different roofs for this building are a combination of concrete tiles and composition shingles and have deteriorated over the years. The various sections of roofing have sustained multiple failures, including damage from water leaks during the rainy seasons. A full inspection of these roof sections occurred in December 2020, which identified the scope of work to address the damages and repairs. The major components of this project include: the replacement of the composition shingles with a uniform membrane roof, the replacement of sealants at all roof penetrations, adjusting and securing concrete tiles with new adhesive, replacing failed flashing components, replacing all failed fiber cement used on the parapet wall with a uniform membrane, and removal of the composition shingles from vertical walls and replacement with a uniform membrane system. ***Total Budget- \$375,000 (\$375,000 Facilities Fund).***

Project #257, FY 2021/22 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. *Total Budget- \$100,000 (\$100,000 General Capital Projects).*

Project #258, FY 2021/22 Street Repair & Resurfacing - This project will repair the base and surface failures, as well as resurface the City streets as a part of a comprehensive program to maintain the roadways for the community. Street repair and resurfacing is critical in keeping the quality of the City's street infrastructure in good condition and prevent costly reconstruction due to the lack of proper rehabilitation and maintenance. This project will address a number of neighborhoods which need Sierra-Crete base remediation in addition to repair and resurfacing. *Total Budget- \$4,095,000 (\$3,375,000 Street Maintenance and Rehabilitation Fund), (\$700,000 Measure J Fund) and (\$20,000 Gas Tax HUTA).*

Project #259, FY 2021/22 ADA Implementation Plan Project - The Transition Plan details a program that will bring the City's programs, procedures, practices, facilities, sidewalks and curb ramps into compliance under the American Disabilities Act (ADA). The City of Oakley is required to prepare and implement an ADA Transition Plan in order to adhere to the legal requirements related to the U.S. Department of Justice. The City's ADA Transition Plan was prepared and adopted by City Council which identified over \$100M of improvements needed to fully implement all components of this ADA Transition plan. The recommendations of this plan will be implemented over the coming years in phases as funding is allocated. *Total Budget- \$50,000 (\$50,000 Gas Tax HUTA Fund).*

Project #260, FY 2021/22 Street Restriping Project - 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- \$70,000 (\$70,000 2012 Bond Benefit).*

Project #261, FY 2021/22 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 the order they are received. *Total Budget- \$30,000 (\$30,000 Street Maintenance and Rehabilitation Fund).*

Project #262, FY 2021/22 Traffic Signal Modernization Project – Traffic operations and public safety have 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 improve the coordination of the City's traffic signal operations. *Total Budget- \$200,000 (\$200,000 Traffic Impact Fee Fund).*

Project #263, O'Hara Avenue / Carpenter Road Intersection Improvement Project – The construction of Carpenter Road from Rose Avenue to Cinnamon Ridge Drive as part of a private subdivision development project has opened up this important east/west roadway corridor for the community. Once this section of Carpenter is completed, it will increase traffic flows at the intersection of O'Hara Avenue and Carpenter Road. This project will improve the traffic operations at this intersection by constructing protected left turn lanes on Carpenter Road on both the westbound and eastbound approaches to O'Hara Avenue. Additional improvements include the installation of a video detection system and reconfiguration of the striping at this intersection. *Total Budget- \$250,000 (\$250,000 Traffic Impact Fee Fund).*

Project #264, Main Street / Cypress Road Intersection Improvement Project – The project will continue to improve the traffic operations at this intersection which is the primary truck route access to the East Cypress Road corridor and its large development project sites. The scope of this project include new curb and gutter, additional storage length for the dedicated right turn lane from Main Street onto East Cypress Road, asphalt resurfacing of the intersection, and striping after the paving work has been completed. *Total Budget- \$150,000 (\$150,000 Traffic Impact Fee Fund).*

Project #265, Irrigation Well Installation at City's Freedom Basin Project – This project will install a new irrigation well adjacent to O'Hara Avenue next to the City owned storm drain basin, more commonly known as Freedom basin. This new well will provide the City with an independent,

stable, and continuous source of water to irrigate the large field that is used by an assortment of leagues for sporting activities. The existing well used to irrigate the field is owned and operated by the High School District, and due to its continuous breakdowns, this well is not a reliable source to provide the massive amount of irrigation water needed for this field. **Total Budget- \$200,000 (\$200,000 Facilities Fund).**

Project #266, Supervisory Control and Data Acquisition (SCADA) System installation for Cypress Grove and Emerson Ranch Pump Station Project – This project will install modern hardware and software at Emerson Ranch and Cypress Grove Pump Stations to be compatible with the SCADA system that is currently working for the Gilbert Ranch Pump station. The new SCADA system is designed to collect field information, transfer it to a central computer facility at the Public Works Department, and thereby allowing staff to monitor and control an entire system from City Hall. **Total Budget- \$60,000 (\$30,000 Cypress Grove Subdivision and \$30,000 Emerson Ranch Subdivision Community Facilities Fund).**

Project #267, Cypress Grove Park Irrigation Improvement Project – This project will replace the irrigation controllers at this park along with some of the irrigation lines to provide a much more efficient irrigation system. The older controllers are continually breaking down causing damage to the landscape planting and turf areas that need proper irrigation to keep them growing and vibrant. **Total Budget \$150,000- (\$150,000 Cypress Grove Subdivision Community Facilities Fund).**

Project #268, Main Street / Delta Road Intersection Signalization Project – This project will install a traffic signal and improve the Main Street / Delta Road intersection. This intersection is identified to have a traffic signal per the City’s Traffic Impact Fee program. With the increase in traffic volumes at this location, a signal will improve safety and traffic circulation. The preliminary design of this project will get started in FY 2021/22 to develop the plan and identify the Right of Way that is needed for this project. In the subsequent year, the final design and Right of Way acquisition will be completed. **Total Budget \$200,000 (\$200,000 Traffic Impact Fee Fund).**

Project #269, Main Street / Brownstone Road Intersection Signalization Project – This project will install a traffic signal and improve the Main Street / Brownstone Road intersection. This intersection is identified to have a traffic signal per the City’s Traffic Impact Fee program. With the increase in

traffic volumes at this location, a signal will improve safety and traffic circulation. The preliminary design of this project will get started in FY 2021/22 to develop the plan and identify the Right of Way that is needed for this project. In the subsequent year, the final design and Right of Way acquisition will be completed. *Total Budget \$200,000 (\$200,000 Traffic Impact Fee Fund).*

Project #270, Hall Street Extension Project – This project will extend Hall Street north of Main Street to provide a direct connection to the new parking lot that is constructed as part of the Downtown Gateway Plaza Roadway and Parking Lot Project. This project is consistent with the Downtown Vision program that was approved by the City Council and will help to improve the traffic flows and parking lot accessibility in the Downtown area. *Total Budget \$75,000 (\$75,000 Traffic Impact Fee Fund).*

Project #271, Sheriff Annex Building Demolition Project – The Contra Costa County Sheriff Department had an annex located at 210 O’Hara Avenue that serviced the Oakley area. This facility had been vacated for several years and is no longer in operation. This facility has deteriorated and has become a spot for homeless to gather and create collateral problems. The County has agreed to give the property to the City to be used for a future Library site. Since it will take some time to secure funding for the Library, this building would need to be demolished to secure the site from health and safety perspective. The County has agreed to pay half the cost of the demolition to the City. *Total Budget \$400,000 (\$400,000 General Capitals Fund).*

Project #272, Legless Lizard Preserve Fence Project- This project will construct a chain-link fence around the site of the City owned parcel along Walnut Meadows Drive known as Legless Lizard Preserve. This property had a wooden fence that has been broken apart and used as fire wood by homeless. Construction of the chain-link fence would hinder and cause a reduction of the transient passage and homeless camps at the property which in turn should greatly reduce the amount of litter/debris on site which has become a nuisance for residents of the neighborhood. *Total Budget- \$100,000 (\$100,000 General Capital Projects).*

COMPLETED PROJECTS IN FY 2020-2021

PROJECT LOCATIONS	
A Laurel Road Widening (Mellowood to Main)	G Speed Hump Traffic Calming Project
B Vintage Parkway Resurfacing Project	H Street Restriping Project
C Main & O'Hara Intersection Improvement Project	
D Delta de Anza & Marsh Creek Trail Safety Project	
E Curb, Gutter, & Sidewalk Repair Project	
F Street Repair and Resurfacing Project	



A. Laurel Road Widening (Mellowood to Main)

Laurel Road Widening (Mellowood to Main)

Laurel Road is a major arterial street in Oakley, with a direct connection to Highway 4. This section of Laurel Road between Mellowood Drive and Main Street was widened to a 4 lane divided roadway which includes new curb, gutter and sidewalk, median islands, new striping, bike lanes, landscaping and street lighting. The construction of the roadway widening project was completed in the spring of 2021.



B. Vintage Parkway Resurfacing Project

Vintage Parkway Resurfacing Project

Vintage Parkway is located between two large neighborhoods north of Main St. and serves nearly 3,500 vehicles per day. Over the years, the road had started to deteriorate and was in very poor condition. This project repaired the failed asphalt pavement and resurfaced the entire road from Main Street to Big Break Road. The City received a One Bay Area Government Grant to help fund the project. The grant was specific in nature and the only road that satisfied its criteria was Vintage Parkway.



C. Main & O'Hara Intersection Improvement Project

Main & O'Hara Intersection Improvement Project

The Main Street and O'Hara Ave project completed the downtown improvements on the north side of Main Street between Norcross Lane and 2nd Street. This project installed new curb, gutter, stamped and colored sidewalk, landscaping, new site furnishings, and modification of the signal at the intersection. The signal was coordinated with the Vintage Parkway and Norcross Lane signals to provide better traffic flow through the downtown area. This was the last section of the Main Street improvements to be completed in downtown Oakley. This project was completed in the fall of 2020.



D. Delta de Anza & Marsh Creek Trail Safety Project

Delta de Anza & Marsh Creek Trail Safety Project

As part of the City's on-going efforts to improve and enhance the safety of the public using the City's transportation system, staff secured the State of California Transportation Development Act (ACT) grant. With this grant the City installed a solar powered beacon crossing system at Delta Road and Laurel Road at the crossings on the Marsh Creek Regional Trail; installed bike lanes on West Cypress Road between Rose Avenue and Waterford Way; installed wayfinding signs at the trail crossings; and installed a high visibility green bike lane marking at the Main Street/West Cypress Road intersection.



E. Curb, Gutter, & Sidewalk Repair Project

Curb, Gutter, & Sidewalk Repair Project


This project coordinates 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 eliminated trip and fall accidents caused by sidewalk and curbs uplifted by tree root overgrowth, and provided safe paths of travel for the community. This project worked in coordination with the 50-50 cost share program that helps the property owners address concrete sidewalk and curb and gutter uplifts.



F. Street Repair and Resurfacing Project

Street Repair and Resurfacing Project

Each year the pavement conditions change due to wear and tear; and the streets must routinely undergo preventative maintenance to ensure their functionality. This project included street repair and resurfacing in the Walnut Meadows and Fairhaven Way neighborhoods; along with the neighborhood south of Laurel Road and north of Carpenter Road, between Empire Avenue and Brown Road. This project compliments the street resurfacing work that has been taking place over the years on the arterial and collector roads in the community.



G. Speed Hump Traffic Calming Project

Speed Hump 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 provided funding for the placement of traffic calming features in accordance with the neighborhood traffic calming policy. Various traffic calming requests are evaluated by staff, the Police and Public Works Departments, and are addressed in collaboration with the residents based on priority and the order that they are received.



H. Street Restriping Project

Street Restriping Project

This project restripes 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.

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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. In Fiscal Year 2021-2022, Fund 501 is being split into Fund 501 for Fleet and Fund 503 for Technology equipment replacements. The revenues recommended in the Budget for Fund 501 and Fund 503 are primarily transfers in from the General Fund, although there are small amounts estimated each year for insurance/salvage recoveries and interest earnings. Fund 501 will now charge the departments with vehicles for their share of the costs related to the maintenance, replacement or lease of their respective vehicles. The funds transferred from the General Fund or charged directly to the departments 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

Fund 501 is being split into 501 for Fleet and 503 for Technology, beginning in Fiscal Year 2021-2022.

FUND 501

Fleet Internal Service Fund

Revenues

Transfers in	\$346,081
Salvage Values	\$ 55,000
Interest	\$ <u>0</u>
Total Revenues	<u>\$401,081</u>

Expenditures

Vehicles	\$ 99,000
Vehicle Equipment	\$ 55,000
Vehicle Leases	\$ 52,000
Vehicle Maintenance	\$108,100
Personnel Services	\$ 26,681
Interfund Charges	\$ <u>710</u>
Total Expenditures	<u>\$341,491</u>

Beginning in Fiscal Year 2021-2022, the Fleet Internal Service Fund will handle all Fleet activities and charge the various departments for their share of the costs related to vehicle maintenance, vehicle replacements and vehicle leases. The part-time staff position that was previously charged to the Police Department will now be charged to this Fund, as well. Prior to Fiscal Year 2021-2022, the General Fund would make occasional contributions into Fund 501 for the purchase of replacement vehicles. Under the new accounting for this Fund, each department will be charged a sufficient amount each year to set aside funds for their vehicles to be replaced after specified amount of time. Beginning in Fiscal Year 2020-2021, the City started leasing certain vehicles from Enterprise Fleet, which will be replaced with another leased vehicle at the end of a one-year lease for most vehicles.

PLANNED REPLACEMENTS FOR 2021-2022			
Description	Quantity	Estimated Cost/Unit*	Total Estimated Cost
Patrol Vehicle	1	\$59,000	\$59,000
Parking Patrol Vehicle	1	\$49,000	\$49,000
Traffic Motorcycle	1	\$46,000	\$46,000
Totals			\$ 154,000

*Amounts shown include equipment and installation/implementation costs.

FUND 502 CAPITAL FACILITIES MAINTENANCE & REPLACEMENT FUND

Revenues

Interest Income	
Transfers in	<u>\$475,000</u>
Total Revenues	<u>\$475,000</u>

Expenditures

Capital Improvement	\$575,000
Repairs & Maintenance	\$ 25,000
Interfund Charges	<u>\$ 710</u>
Total Expenditures	<u>\$600,710</u>

PLANNED CAPITAL IMPROVEMENTS FOR 2021-2022		
Description	Project Number	Total Estimated Cost
Civic Center Roof Replacement	256	\$375,000
Irrigation Well Installation at the City's Freedom Basin	265	\$200,000
Totals		\$ 575,000

Fund Balances in Fund 502 are projected to be \$146,490 at July 1, 2021. Staff does not believe that amount is sufficient to meet the policy target of enough to pay for 5 years' estimated costs. However, the City plans to set up a Facilities Internal Service Fund in Fiscal Year 2022-2023 for the purpose of maintaining City facilities and setting aside sufficient funds for future major capital improvements, similar to the roofing and well installation projects listed above.

FUND 503 TECHNOLOGY INTERNAL SERVICE FUND

Revenues

Interest Income	
Transfers in	<u>\$160,000</u>
Total Revenues	<u>\$160,000</u>

Expenditures

Capital Outlay	\$160,000
Interfund Charges	<u>\$ 710</u>
Total Expenditures	<u>\$160,710</u>

PLANNED REPLACEMENTS FOR 2021-2022			
Description	Quantity	Estimated Cost/Unit*	Total Estimated Cost
Violin SAN with Labor	1	\$88,000	\$88,000
Office 365 with Labor	25	\$640	\$16,000
VMware Servers	3	\$12,000	\$36,000
Horizons Update	3	\$6,000	\$18,000
Miscellaneous	2	\$1,000	\$2,000
Totals			\$ 160,000

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 2021-2022: to ensure the assessment and collection of the assessments, to make the debt service payments, oversee the services provided by the contractors, and ensure the preparation of all required public reporting.

Program Changes

No program changes.

2004-1 ASSESSMENT DISTRICT DEBT

Fund 621

ESTIMATED REVENUES		
Assessment Revenues	Interest Income	Total Revenues
\$1,194,985	\$5,000	\$1,199,985

PROPOSED EXPENDITURES			
Principal	Interest	Administration	Total Expenditures
\$570,000	\$560,650	\$22,620	\$1,153,270

DEBT LISTING:

2004-1 AD	Cypress Grove/Live Oak	\$17,150,000
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REMAINING DEBT SERVICE:

Fiscal Year	Principal	Interest	Total Debt Service
2021-22	\$570,000	\$500,340	\$1,070,340
2022-23	\$590,000	\$476,845	\$1,066,845
2023-24	\$615,000	\$451,835	\$1,066,835
2024-25	\$645,000	\$425,053	\$1,070,053
2025-26	\$670,000	\$396,445	\$1,066,445
Other Years	\$8,665,000	\$1,881,373	\$10,546,373
Totals	\$11,755,000	\$4,131,891	\$15,886,891

2006-1 ASSESSMENT DISTRICT DEBT FUND 622

ESTIMATED REVENUES		
Assessment Revenues	Interest Income	Total Revenues
\$760,430	\$5,000	\$765,430

PROPOSED EXPENDITURES			
Principal	Interest	Administration	Total Expenditures
\$330,000	\$421,698	\$14,620	\$766,318

DEBT LISTING:

2006-1 AD	Magnolia Park/Riata	\$11,460,000
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REMAINING DEBT SERVICE:

Fiscal Year	Principal	Interest	Total Debt Service
2021-22	\$335,000	\$416,698	\$751,698
2022-23	\$355,000	\$398,758	\$753,758
2023-24	\$375,000	\$379,778	\$754,778
2024-25	\$395,000	\$359,758	\$754,758
2025-26	\$415,000	\$338,698	\$753,698
Other Years	\$6,250,000	\$1,972,259	\$8,222,259
Totals	\$8,125,000	\$3,865,949	\$11,990,949

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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 2021-2022 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 remaining fairly stable over the 10 year period. However, the Plan includes certain assumptions that are likely to change over time, and further adjustments may 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.)

General		(Dollars in Thousands)															
Description	Character	Actual	Actual	Actual	Adopted	Projected	Proposed	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Total
		17-18	18/19	19/20	20/21	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	21/22-30/31
General Purpose Revenues																	
Property Taxes	Recurring	3,145	3,443	3,727	3,620	3,720	3,830	4,002	4,182	4,371	4,567	4,773	4,988	5,212	5,447	5,692	47,064
PT in Lieu of VLF	Recurring	2,943	3,214	3,479	3,513	3,707	3,810	3,981	4,161	4,348	4,543	4,748	4,962	5,185	5,418	5,662	46,818
State Prop 1A Loan/Repayment w/2% int.	On Occasion																0
Sales & Use Tax	Recurring	1,826	2,041	2,183	1,720	2,000	2,000	2,090	2,184	2,282	2,385	2,492	2,605	2,722	2,844	2,972	24,576
Motor Vehicle In-Lieu Fees	Recurring	22	20	33	15	31	32	33	35	37	38	40	42	44	46	48	393
Trans. Occupancy Tax (TOT)	Recurring	275	270	233	160	160	230	240	251	262	274	287	300	313	327	342	2,826
Real Property Transfer Tax	Recurring	260	258	254	225	225	250	261	273	285	298	312	326	340	356	372	3,072
Franchise Fees	Recurring	1,719	1,774	1,893	1,672	1,752	1,752	1,831	1,913	1,999	2,089	2,183	2,282	2,384	2,492	2,604	21,529
Business License Tax	Recurring	159	159	148	100	154	155	162	169	177	185	193	202	211	220	230	1,905
Traffic Fines	Recurring	116	111	91	76	31	91	95	99	104	109	113	119	124	129	135	1,118
Interest Income	Recurring	148	373	358	100	250	150	157	164	171	179	187	195	204	213	223	1,843
Subtotal General Purpose		10,613	11,663	12,399	11,201	12,030	12,300	12,854	13,432	14,036	14,668	15,328	16,018	16,739	17,492	18,279	151,145
								102%	105%	105%	105%	105%					
Fee/Reimbursement Revenues																	
Building Permits/Plan Check/Rental Inspections	Recurring	1,684	1,166	1,555	984	3,001	2,372	1,647	1,721	1,439	1,504	1,571	1,642	1,716	1,793	1,874	17,280
Engineering Fees	Recurring	30	33	25	12	15	15	16	16	17	18	19	20	20	21	22	184
Planning Fees	Recurring	33	10	25	6	13	10	10	11	11	12	12	13	14	14	15	123
Law Enforcement Fees/Reimbursement Revenues	Recurring	252	225	309	149	171	158	165	173	180	188	197	206	215	225	235	1,942
Recreation Fees	Recurring	83	88	75	59	19	47	48	50	51	53	54	56	58	60	61	539
City Admin Fees	Recurring	710	620	895	580	1,315	1,190	903	932	820	846	873	901	930	961	993	9,348
Interfund Cost Recoveries (operations)	Recurring	7,331	7,884	8,530	7,612	8,176	8,612	9,220	9,858	10,463	11,096	11,758	12,451	13,175	13,925	14,699	115,258
Interfund Cost Recoveries (charging grant funds)	one-time		14	22	0	597	132										132
Other Miscellaneous Fees & Charges	Rec & one-time	188	243	394	166	66	75	78	82	86	89	93	98	102	107	111	922
Subtotal Fee/Reimbursement Revenues		10,311	10,283	11,830	9,568	13,373	12,611	12,088	12,843	13,068	13,806	14,578	15,386	16,231	17,105	18,011	145,728
Total General Operating Revenues		20,924	21,946	24,229	20,769	25,403	24,911	24,942	26,275	27,104	28,474	29,906	31,404	32,969	34,597	36,290	296,873
Release of Assigned Reserves	one-time	559	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Proceeds from the Sale of Property	one-time	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Sources of Funds		21,483	21,946	24,229	20,769	25,403	24,911	24,942	26,275	27,104	28,474	29,906	31,404	32,969	34,597	36,290	296,873

(Dollars in Thousands)																	
Description	General Character	Actual	Actual	Actual	Adopted	Projected	Proposed	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Total 21/22-30/31
		17-18	18/19	19/20	20/21	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	
Department Expenses																	
Animal Control	Recurring	238	252	267	280	280	283	294	306	318	331	344	358	372	387	403	3,398
City Council	Recurring	63	66	63	170	170	172	179	186	193	201	209	218	226	235	245	2,065
City Clerk	Recurring	306	332	346	348	352	380	395	411	427	445	462	481	500	520	541	4,562
Elections	Recurring	0	20	0	40	40	0	43	0	47	0	50	0	54	0	59	253
City Attorney	Recurring	286	272	231	353	354	487	506	527	548	570	593	616	641	666	693	5,847
City Manager	Recurring	490	538	586	451	420	469	488	507	528	549	571	593	617	642	668	5,631
Community Outreach	Recurring	97	123	124	164	165	165	172	178	186	193	201	209	217	226	235	1,981
Finance	Recurring	681	723	832	850	868	902	938	976	1,015	1,055	1,097	1,141	1,187	1,234	1,284	10,830
Human Resources	Rec & one-time	287	230	276	353	356	517	538	559	582	605	629	654	680	708	736	6,207
Maintenance Custodial	Recurring	46	78	106	106	107	121	126	131	136	142	147	153	159	166	172	1,453
Information Technology	Recurring	301	301	293	321	318	325	338	352	366	380	395	411	428	445	463	3,902
Economic Development	Recurring	252	269	259	269	272	196	204	212	220	229	238	248	258	268	279	2,353
Building Inspection	Recurring	621	696	847	930	930	1,140	1,067	1,110	1,039	1,080	1,123	1,168	1,215	1,264	1,314	11,521
Code Enforcement/Rental Inspections	Recurring	279	330	234	269	272	289	301	313	325	338	352	366	380	396	411	3,470
Public Safety	Recurring	9,270	9,783	10,003	10,238	10,075	11,439	12,011	12,841	13,484	14,388	15,107	16,092	16,897	17,972	18,871	149,102
Community Development/Planning	Rec & one-time	438	479	662	822	822	981	1,020	1,061	1,103	1,148	1,194	1,241	1,291	1,343	1,396	11,778
Public Works/Engineering	Recurring	1,657	1,863	1,444	1,828	1,840	1,910	1,986	2,066	2,148	2,234	2,324	2,417	2,513	2,614	2,719	22,932
Public Works Maintenance	Recurring	304	400	395	360	443	510	530	552	574	597	620	645	671	698	726	6,123
Recreation	Rec & one-time	548	693	659	872	767	853	887	923	960	998	1,038	1,079	1,122	1,167	1,214	10,241
Parks	Recurring	548	574	681	700	797	971	1,010	1,050	1,092	1,136	1,181	1,229	1,278	1,329	1,382	11,658
Department Expenditures:		16,712	18,022	18,308	19,724	19,648	22,110	23,033	24,260	25,290	26,618	27,877	29,321	30,709	32,280	33,809	275,306
Non-Departmental Expenses																	
City Hall Building	Recurring		0		0	0											0
Other Non-Departmental Expenses	Recurring	1,226	1,423	1,612	1,677	1,677	1,797	1,869	1,944	2,021	2,102	2,186	2,274	2,365	2,459	2,558	21,575
Equipment Replacement (exp & reserve)	Recurring	183	150	160	175	175	0	10	20	30	40	50	60	70	80	90	450
Capital Facilities Mtc & Replacement (exp & reserve)	Recurring	100	300	150	50	50	0	150	150	150	150	150	150	150	150	150	1,350
Interim Needs/Contingency	Recurring	80	424	876	424	423	605	491	515	536	562	588	616	644	676	706	5,939
Amount charged to Departments	Recurring	(1,968)	(2,154)	(2,312)	(2,222)	(2,222)	(2,272)	(2,520)	(2,629)	(2,737)	(2,855)	(2,974)	(3,100)	(3,229)	(3,365)	(3,504)	(29,184)
Total Non-Department Expend.		(379)	143	486	104	103	130	0	0	0	0	0	0	0	0	0	130
Total Expenditures		16,333	18,165	18,794	19,828	19,751	22,240	23,033	24,260	25,290	26,618	27,877	29,321	30,709	32,280	33,809	275,436
Net General Operating Revenue (Expense)		5,150	3,781	5,435	941	5,652	2,671	1,909	2,015	1,814	1,856	2,029	2,083	2,260	2,317	2,480	
Transfers and Loans																	
Transfers to Active Roadway Maintenance Programs	recurring		(275)	(350)	0	0	(1,600)	(1,200)	(1,200)	(1,000)	(1,000)	(1,000)	(1,000)	(1,200)	(1,200)	(1,600)	(12,000)
Transfer to Reserve for Roadway Maintenance	recurring	(200)	(275)	(350)	(350)	(350)	(350)	0	0	0	0	0	0	0	0	0	(350)
Equipment Replacement (exp & reserve)	recurring						(160)	(160)	(160)	(160)	(160)	(160)	(160)	(160)	(160)	(160)	(1,600)
Transfers to Main Street Fund	recurring	(350)	(275)	(350)	(350)	(350)	(350)	(350)	(350)	(350)	(350)	(350)	(350)	(350)	(350)	(350)	(3,500)
Transfers to General Capital Projects Fund	recurring/one-time		0	(250)	(500)	(500)	0	(200)	(200)	(200)	(200)	(200)	(200)	(200)	(200)	(200)	(1,800)
Transfers/Loans to Public Facilities, Park Impact Fund/Repayments	recurring	(559)	(100)	(100)	(75)	(75)	(204)	0	0	0	0	0	0	0	0	0	(204)
Total Transfers		(1,109)	(925)	(1,400)	(1,275)	(1,275)	(2,664)	(1,910)	(1,910)	(1,710)	(1,710)	(1,710)	(1,710)	(1,910)	(1,910)	(2,310)	(19,454)
Use of Fund Balance																	
For General Fund One Time uses	one-time																0
Transfers to Active Roadway Maintenance Programs	one-time						(2,700)										(2,700)
Transfer to General Capital Projects Fund	one-time	(1,714)	(1,400)	(1,750)	0	0	(350)										(350)
Dutch Slough Investment	one-time																0
Loan to Community Parks	one-time																0
Housing Assistance Loan	one-time																0
Economic Development Loans	one-time																0
Loan to Successor Agency	one-time																0
Set Aside fund balance for PARS Trust							(300)										0
Land acquisition		(175)	(875)				(175)										0
Loan to Parks Impact Fee Fund	one-time		(700)														0
Total Net Sources (Uses) of Funds		2,152	(119)	2,285	(334)	3,902	(3,043)	(1)	105	104	146	319	373	350	407	170	(1,068)

Description	General Character	(Dollars in Thousands)															
		Actual 17-18	Actual 18/19	Actual 19/20	Adopted 20/21	Amended 20/21	Proposed 21/22	Forecast 22/23	Forecast 23/24	Forecast 24/25	Forecast 25/26	Forecast 26/27	Forecast 27/28	Forecast 28/29	Forecast 29/30	Forecast 30/31	
Summary of Recurring and One-Time Amounts																	
Recurring Activities Summary																	
Revenues		20,924	21,932	24,207	20,769	24,806	24,779	24,942	26,275	27,104	28,474	29,906	31,404	32,969	34,597	36,290	
Expenditures/ Including Transfers and Loans		16,883	19,076	20,365	21,028	20,354	24,772	24,783	26,010	26,840	28,168	29,427	30,871	32,459	34,030	35,959	
Revenues over (under) Expenditures		4,041	2,856	3,842	(259)	4,452	7	159	265	264	306	479	533	510	567	330	
One-Time Activities Summary																	
Revenues/Loan Repayments		559	14	22	0	597	132	0	0	0	0	0	0	0	0	0	
Expenditures/ Including Transfers and Loans		2,448	2,989	1,850	75	672	3,182	0	0	0	0	0	0	0	0	0	
Revenues over (under) Expenditures		(1,889)	(2,975)	(1,828)	(75)	(75)	(3,050)	0	0	0	0	0	0	0	0	0	
Total Recurring and One-Time		2,152	(119)	2,014	(334)	4,377	(3,043)	159	265	264	306	479	533	510	567	330	
																Total 21/22-30/31	
Assigned Revenues/Police																	
151 State COPS Grant (SLESF)(F151)	one-time	140	150	158	100	156	125	125	125	125	125	125	125	125	125	125	1,250
150 P-6 Police Services Assessments	Recurring	4,211	4,709	5,238	5,339	5,339	5,400	5,864	6,351	6,798	7,265	7,755	8,268	8,804	9,357	9,926	75,788
100 School Resource Officer Grant	one-time	55	55	49	30	49	55	55	55	55	55	55	55	55	55	55	550
152 Police Equip./Traffic Grants	one-time	0	0	0	54	54	0	0	0	0	0	0	0	0	0	0	0
Subtotal Assigned Police Revenues		4,406	4,914	5,445	5,523	5,598	5,580	6,044	6,531	6,978	7,445	7,935	8,448	8,984	9,537	10,106	77,588
			200	200	200	600	360	250	250	200	200	200	200	200	200	200	
Restricted Police Expenditures																	
151 State COPS Grant (SLESF)	one-time	140	150	158	100	156	125	125	125	125	125	125	125	125	125	125	1,250
150 P-6 Supported Police Services	Recurring	4,211	4,709	5,238	5,339	5,339	5,400	5,864	6,351	6,798	7,265	7,755	8,268	8,804	9,357	9,926	75,788
100 School Resource Officer Grant	one-time	55	55	49	30	49	55	55	55	55	55	55	55	55	55	55	550
152 Police Equip./Traffic Grants	one-time	0	0	0	54	54	0	0	0	0	0	0	0	0	0	0	0
Subtotal Restricted Police Expenditures		4,406	4,914	5,445	5,523	5,598	5,580	6,044	6,531	6,978	7,445	7,935	8,448	8,984	9,537	10,106	77,588
Rollover Balances*		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

General																	(Dollars in Thousands)
Description	Character	Actual 17-18	Actual 18/19	Actual 19/20	Adopted 20/21	Amended 20/21	Proposed 21/22	Forecast 22/23	Forecast 23/24	Forecast 24/25	Forecast 25/26	Forecast 26/27	Forecast 27/28	Forecast 28/29	Forecast 29/30	Forecast 30/31	Total 21/22-30/31
<u>Parks, Landscaping & Lighting Revenues</u>																	
132 Community Parks (F132)	Recurring	1,303	1,349	1,447	1,697	1,697	1,738	1,828	1,920	2,003	2,087	2,173	2,261	2,350	2,442	2,535	21,337
<i>Loan from General Fund, if necessary</i>	<i>one-time</i>																0
133 Street Lighting (F133)	Recurring	242	246	262	267	267	283	296	309	319	329	340	350	360	371	381	3,337
<i>Transfer in from Gas Tax Fund</i>	<i>one-time</i>	189	141	153	190	190	190	239	252	270	289	310	332	356	381	409	3,029
05-40 Community Facility District 2015-1 Emerson Ranch (F401)	Recurring	403	574	624	349	349	378	441	506	562	620	680	741	805	870	937	6,540
08-42 Community Facility District 2015-2(408-426, 134)	Recurring	48	79	307	507	507	517	584	653	714	776	841	907	976	1,046	1,119	8,133
70-19 Neighborhood Parks (F170-195)	Recurring	2,453	2,853	2,920	2,901	2,901	3,029	3,171	3,318	3,459	3,604	3,753	3,907	4,065	4,228	4,396	36,931
Total Parks, Landscaping & Lighting Revenues		4,638	5,242	5,713	5,911	5,911	6,135	6,559	6,958	7,326	7,706	8,096	8,499	8,912	9,338	9,777	79,307
<u>Parks, Landscaping & Lighting Expenditures</u>																	
Community Parks	Recurring	976	1,429	1,087	1,605	1,605	1,855	1,948	2,045	2,147	2,255	2,368	2,486	2,610	2,741	2,878	23,332
<i>Repay General Fund Loans</i>	<i>one-time</i>																0
Street Lighting	Recurring	431	387	363	507	507	509	534	561	589	619	650	682	716	752	790	6,402
Community Facility District 2015-1 Emerson Ranch	Recurring	27	97	173	372	372	316	332	348	366	384	403	423	445	467	490	3,975
Community Facility District 2015-2	Recurring	10	13	44	482	482	504	529	556	583	613	643	675	709	745	782	6,339
Neighborhood Parks	Recurring	2,119	2,224	2,299	3,822	3,822	3,974	4,173	4,381	4,600	4,830	5,072	5,326	5,592	5,871	6,165	49,985
Total Parks, Landscaping & Lighting Expenditures		3,563	4,150	3,966	6,788	6,788	7,158	7,516	7,892	8,286	8,701	9,136	9,592	10,072	10,576	11,104	90,033
<u>Rollover Balances</u>																	
Community Parks (Including Loans & Reserves)		2,303	2,223	2,583	2,675	2,767	2,650	2,530	2,405	2,261	2,093	1,899	1,674	1,414	1,115	772	
Street Lighting (Including Reserves)		84	84	136	86	36	0	0	0	0	0	0	0	0	0	0	
Community Facility District 2015-1 (including Reserves)		376	853	1,304	1,281	1,258	1,320	1,429	1,586	1,782	2,018	2,295	2,613	2,973	3,376	3,823	
Community Facility District 2015-2 (including Reserves)		38	104	367	392	417	430	485	582	713	876	1,074	1,306	1,573	1,874	2,211	
Neighborhood Parks (Including Reserves)		5,464	6,093	6,714	5,793	4,872	3,927	2,926	1,862	721	(506)	(1,825)	(3,244)	(4,770)	(6,413)	(8,182)	
<u>Roadway Maintenance Revenues</u>																	
Gas Tax Revenues (F140)	Recurring	888	887	977	935	935	1,073	1,127	1,183	1,242	1,304	1,369	1,438	1,510	1,585	1,665	13,496
Road Maintenance and Rehab (F141)	Recurring	241	701	730	663	663	817	858	901	946	993	1,043	1,095	1,150	1,207	1,267	10,276
Measure J Revenues (F148)	Recurring	595	726	676	645	645	605	635	667	700	735	772	811	851	894	939	7,610
Transfers in from the General Fund		300	0	0	0	0	0	1,550	1,550	1,350	1,350	1,350	1,350	1,550	1,550	1,950	13,550
General Fund Transfers to the Street Maintenance Reserve Fund		200	275	350	350	350	4,000	350	350	350	350	350	350	350	350	350	265
Streets Related Grants																	0
Total Roadway Maintenance Revenues		2,224	2,589	2,733	2,593	2,593	6,495	4,520	4,651	4,588	4,733	4,884	5,044	5,411	5,586	6,171	44,932
<u>Roadway Maintenance Expenditures</u>																	
Gas Tax Expenditures for roadway repairs & maintenance	Recurring	590	589	711	745	745	513	888	931	972	1,015	1,059	1,106	1,154	1,204	1,256	10,097
<i>Transfer to Street Lighting Fund</i>	<i>one-time</i>	189	141	153	190	190	190	239	252	270	289	310	332	356	381	409	3,029
<i>Used for Capital Projects (for new or expanded roadways)</i>	<i>one-time</i>	0	237	103	0	0	370	0	0	0	0	0	0	0	0	0	370
RMRA Expenditures for roadway repairs & maintenance	Recurring	38	836	136	663	663	840	858	901	946	993	1,043	1,095	1,150	1,207	1,267	10,299
Measure C/J Expenditures for roadway repairs & maintenance	Recurring	96	107	115	363	363	214	635	667	700	735	772	811	851	894	939	7,219
<i>Used for Capital Projects (for new or expanded roadways)</i>	<i>one-time</i>	168	183	1,021	774	774	750	0	0	0	0	0	0	0	0	0	750
Use of General Fund Transfers	<i>one-time</i>		0	0	0	0	0	1,550	1,550	1,350	1,350	1,350	1,350	1,550	1,550	1,950	13,550
Use of Street Maintenance Reserves					265	265	4,000	350	350	350	350	350	350	350	350	350	7,150
Total Roadway Maintenance Expenditures & Transfers		1,081	2,093	2,239	3,000	3,000	6,877	4,520	4,651	4,588	4,733	4,884	5,044	5,411	5,586	6,171	26,717
Rollover Balances		8,046	8,542	9,036	8,629	8,222	7,840	7,840	7,840	7,840	7,840	7,840	7,840	7,840	7,840	7,840	7,840

General																	(Dollars in Thousands)
Description	Character	Actual	Actual	Actual	Adopted	Amended	Proposed	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Total
		17-18	18/19	19/20	20/21	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	21/22-30/31
Drainage and Stormwater Revenues																	
Community Facilities District Assessments (F110 & F403)	Recurring	377	419	447	356	356	383	394	406	419	431	444	457	471	485	500	4,391
Stormwater Assessments (F145)	Recurring	582	529	511	501	501	501	516	532	547	564	581	598	616	635	654	5,743
Total Drainage and Stormwater Revenues		959	948	958	857	857	884	911	938	966	995	1,025	1,056	1,087	1,120	1,153	10,134
Drainage and Stormwater Expenditures																	
Community Facilities District Drainage Maintenance	Recurring	112	107	104	305	309	1,395	394	406	419	431	444	457	471	485	500	5,403
Stormwater Program Expenditures	Recurring	540	619	540	538	538	786	516	532	547	564	581	598	616	635	654	6,028
Total Drainage and Stormwater Expenditures		652	726	644	843	847	2,181	911	938	966	995	1,025	1,056	1,087	1,120	1,153	11,431
Rollover Balances		2,538	2,760	2,852	2,774	2,784	1,487	1,487	1,487	1,487	1,487	1,487	1,487	1,487	1,487	1,487	
Other Grant Revenues																	
Recycling Grant	one-time	29	15	21	22	22	22	0	0	0	0	0	0	0	0	0	22
Oakley Welcoming (You+Me=We)	one-time	51	53	28	81	81	130	0	0	0	0	0	0	0	0	0	130
Recreation Grants (Misc)	one-time		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vesper Grant	one-time	23	7	24	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Other Grant Revenues		103	75	73	103	103	152	0	0	0	0	0	0	0	0	0	152
Other Grant Expenditures																	
Recycling Grant	one-time	29	15	21	22	22	22	0	0	0	0	0	0	0	0	0	22
Oakley Welcoming (You+Me=We)	one-time	51	53	28	81	81	130	0	0	0	0	0	0	0	0	0	130
Recreation Grants (Misc)	one-time			0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vesper Grant	one-time	23	7	24	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Other Grant Expenditures		103	75	73	103	103	152	0	0	0	0	0	0	0	0	0	152
Rollover Balances																	
Recycling Grant		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Oakley Welcoming (You+Me=We)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Recreation Grants		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vesper Grant		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Qualifying Capital Projects	recurring	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 Encumbrances and Prepaids	42	256	243	243	243	243	243	243	243	243	243	243	243	243	243	243	243
For Dutch Slough	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
For Loans/Interfund Advances Receivable	575	609	652	652	652	841	826	826	811	811	796	796	781	781	766		
For Workers Compensation and Plans/Consulting	631	550	550	550	550	550	550	550	550	550	550	550	550	550	550	550	550
For Termination Payouts/Pension/Unfunded Liability	334	562	1,494	1,794	1,794	1,794	1,794	1,794	1,794	1,794	1,794	1,794	1,794	1,794	1,794	1,794	1,794
Land Held for Resale (4)	4,054	4,054	3,324	3,324	3,499	3,499	3,499	3,499	3,499	3,499	3,499	3,499	3,499	3,499	3,499	3,499	3,499
For Capital Projects	3,150	3,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000

Unrestricted Fund Balances

as a % of the Next Year's General Fund Expenditures	7,306	7,615	6,597	5,912	8,350	5,322	5,336	5,441	5,560	5,706	6,040	6,413	6,778	7,185	7,370		
	36%	37%	32%	29%	34%	22%	21%	20%	20%	20%	20%	20%	20%	20%	21%		

(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 18/19 and thereafter

General Purpose Revenues

Property tax and Property Tax in Lieu reflect growth of 4.5% per year through FY 30/31

Sales Tax also reflects annual growth of 4.5%.

TOT and Business License Tax reflect annual growth of 4.5%.

Franchise Fees reflect increases anticipated from the new Solid Waste Franchise Agreement and annual growth of 4.5%.

Traffic Fines reflect annual growth of 4.5%.

Interest Income is estimated conservatively for FY 21/22 due to low interest rates and projected to rise by 4.5% each year thereafter.

P-6 revenue growth is based on projected subdivision activity

Fee/Reimbursement Revenues based on projected activity; Interfund Cost Recoveries are projected to grow by 4.5% per year.

Departmental Expenditures

Administrative Departmental expenses include growth of 4% 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 with two positions being added in FY 21/22

Recreation expenses include growth of 4% per year .

Public Works/Engineering and Planning are projected to grow 4% per year.

Building/Plan Check is projected to grow by 4% per year with a 10% dip in expenditures anticipated in FY 22/23 when housing units are projected to drop from 360 to 250 and another 10% dip in FY 24/25 when housing unit projections drop from 250 to 200.

Non-Departmental Expenditures

Other Non-Departmental Expenses are estimated to grow 4% 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.

Assigned Revenues

P-6 revenues are projected to grow with development and per officer costs: New Development is now projected for 360 units in FY 21/22, 250 units in FY 22/23 and FY 23/24, and 200 units per year thereafter.

The growth in officer costs is being projected at 5% per year, plus \$230,000 every two years for the addition of two positions .

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.

Street Lighting expenditures are estimated to grow at 5% annually to reflect increased costs from CPI and development.

Neighborhood Parks and Landscape Maintenance revenues are projected to be spent in the year received, after funding replacement reserves, as appropriate.

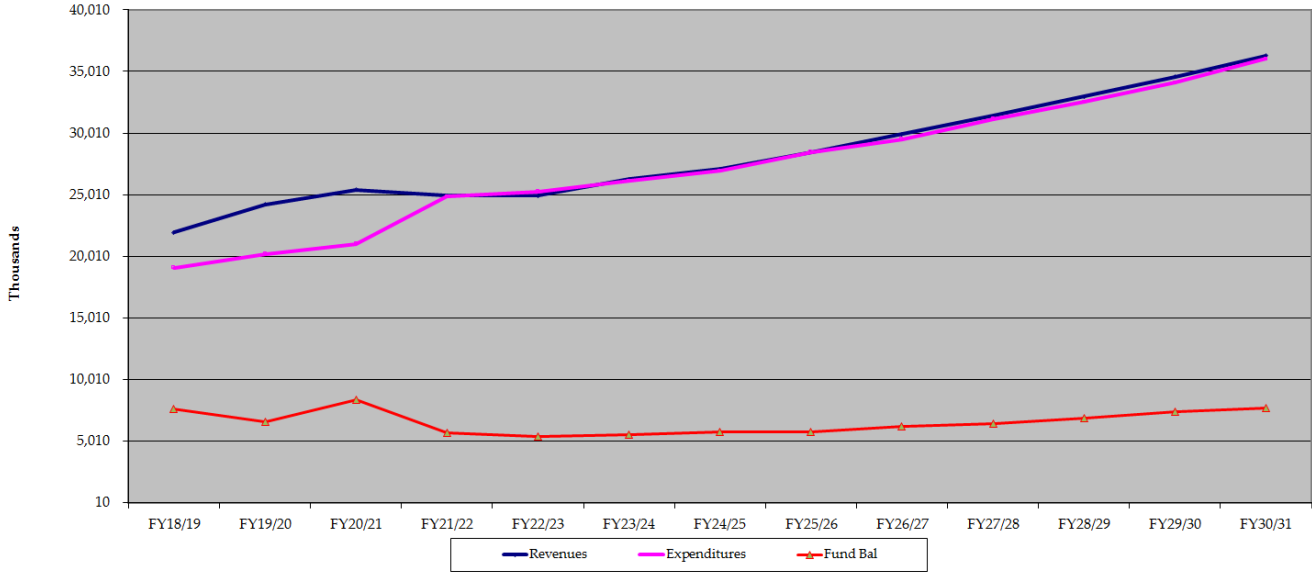
Other than maintaining a small fund balance for cash flow purposes, Gas Tax and Measure C funds are projected to be spent in full in the year received.

Other than maintaining a small fund balance for cash flow purposes, Drainage and Stormwater funds are projected to be spent in full in the year received.

Grants

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

GENERAL FUND SOURCES & USES



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CONTRACTS ANALYSIS

Contractor	Services	Funding Summary		
Contra Costa County Sheriff	Dispatch	\$796,488	General Fund — Taxes	\$796,488
	Forensics and Other Support Services	\$104,586		\$104,586
	Total	\$901,074	Annual State COPS Grant (Supplemental Law Enforcement Services Funds)	\$901,074
County Animal Services	Animal Control	\$283,250	General Fund-Taxes	\$283,250
County Library	Augmented Library Services	\$20,000	General Fund- Taxes	\$20,000
Operational Technology, Integrators, DBA OTI	Information Services	\$184,656	General Fund-Taxes 65%	\$120,026
			Cost Recoveries 35%	\$64,630
			Total Contract	\$184,656
Dean Hurney Inspection Services	Plan Check/ ADA	\$40,000	General Fund — Permit Fees	\$40,000
TRB & Associates	Plan Check	\$130,000	General Fund — Permit Fees	\$130,000
DC Electric	Signal Maintenance Street	\$78,000	Gas Tax	\$78,000
	Light Maintenance	\$25,000	Assessment Districts	\$25,000
TerraCare Landscape Co.	Parks and Landscaping Maintenance	\$1,600,000	Landscape Assessments	\$1,600,000
Universal Site Service	Park Maintenance Services	\$215,000	Landscape Assessments	\$215,000
West Coast Arborists	Tree Maintenance Service	\$200,000	Landscape Assessments	\$200,000
KB Security	Cameras and Video Surveillance	\$82,000	General Fund Taxes	\$10,000
			Landscape Assessments	\$72,000
			Total Contract	\$82,000
Cole Huber LLP	Legal Services	\$300,000	General Fund Taxes	\$275,000
			Capital Projects and/or Other Funds	\$25,000
			Total Contract	\$300,000
Municipal Pooling Authority of Northern California	Insurance and Claims Administration	\$1,104,805	General Fund Taxes 65%	\$718,123
			Cost Recoveries 35%	\$386,682
			Total Contract	\$1,104,805
Dutchover & Associates, Inc.	Landscape Architectural Services	\$150,000	Development	\$150,000
Kennedy & Associates, Inc.	Stormwater & Surveyor Services	\$50,000	Development and Stormwater Fund	\$50,000
TJKM, Inc.	Traffic Engineering Services	\$75,000	Development	\$75,000
TNT Development Services, Inc.	Development Engineering Services	\$150,000	Development and Capital Improvement Funds	\$150,000
ENGEO, Inc.	Geotechnical Material Testing & Inspections	\$75,000	Development and Capital Improvement Funds	\$75,000
Pavement Engineering, Inc.	Materials Testing Services	\$75,000	Development and Capital Improvement Funds	\$75,000
BSK Associates, Inc.	Materials Testing Services	\$75,000	Development and Capital Improvement Funds	\$75,000
Stalls and Stripes Inc	Maintenance and Repair	\$50,000	Development and Capital Improvement Funds	\$50,000
CAPRA Environmental	Weed and Brush Maintenance	\$50,000	Stormwater Fund	\$50,000
Pacific Display	Downtown Tree Lighting Maintenance	\$35,422	Citywide Community Parks Fund	\$35,422
JW Backhoe & Constructions	Repair & Maintenance of Underground Infrastructure	\$50,000	Development and Capital Improvement Funds	\$50,000
Dillon Electric	Electrical Maintenance	\$50,000	Development and Capital Improvement Funds	\$50,000
Solitude	Lake Maintenance Service	\$100,000	Landscape Assessments & Community Facilities Districts	\$100,000

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APPROPRIATIONS LIMIT

Under California Law, the City of Oakley annually calculates its “Appropriation Limit”, which is the level of expenditures that can be funded using tax dollars. This calculation has its origin in Proposition 4, commonly known as the Gann Initiative; thus, this calculation is sometimes referred to as the Gann Limit.

Proposition 4 was passed by California voters in November 1979 and places limits on the amount of tax revenue which can be spent by governmental entities on an annual basis. Prop 4 became effective in fiscal year 1980-81 and used fiscal year 1978-79 revenues as the base for the calculation. The calculations were further refined by the passage of Proposition 111 in June of 1990. The base year revenues are increased annually by a factor that combines the governmental entity’s population growth rate and the increase in the California per capita personal income. Cities may choose to use their population growth rate or their county’s population growth rate. For fiscal year 2021-2022 the City elected to use the city’s growth rate and has calculated the appropriation limit to be \$13,425,784.

The following types of revenues received by the City of Oakley have been deemed to be from tax proceeds and therefore included in the appropriation limit calculation:

- Property Tax
- Business License Tax
- Sales & Use Tax
- Transient Occupancy Tax
- Motor Vehicle In-Lieu

The following types of revenues received by the City of Oakley have been deemed not to be from tax proceeds as they fall within the exclusions of the appropriations limits:

- Gasoline Tax
- Local Transportation Funds
- Impact Fees
- SB 90 Mandate Reimbursement
- Charges for Services

Due to the pass-through nature of many city revenues, there was concern that revenues would be included in both the city’s and the state’s calculation. California Government Code Section 7903 requires that if State funds are provided to cities with no restrictions on their expenditures, the city includes these funds in their calculation. If the State specifies use of the funds, they are included in the State’s calculation.

**CITY OF OAKLEY
APPROPRIATIONS LIMIT CALCULATION
FOR FISCAL YEAR 2021-2022**

Beginning Limit (FY 2020-2021): \$12,512,986

Per Capita Income Growth Factor x 1.0573

Higher of:

*County Population Growth Factor or City
Population Growth Factor* x 1.0148

Limit (FY 2021-2022): \$13,425,784

GLOSSARY OF BUDGET TERMINOLOGY

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

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

Internal Service Fund (ISF)

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

Lighting and Landscaping District:

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

Measure J:

In 2004, voters approved Measure J, extending a previously approved Countywide ½ cent sales tax measure for transportation related purposes. The original Measure (Measure C) included a provision that 18% of the funds are returned to local agencies based on an allocation relative population and relative maintained street miles. Expenditures are restricted to the same uses as Gas Tax but may also be applied to transit improvement and operation, growth management planning and compliance, pedestrian and bicycle trail construction, maintenance and operation parking facility development and transportation efficiency program development and operation (ridesharing, etc.). Measure J continues to be subject to Measure C's growth management component and funds may not be used to replace developer obligations that would otherwise not be publicly funded under jurisdiction policy. Measure J runs until March 2034.

Motor Vehicle License Fee:

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

Police Services Tax:	A voter approved special tax levied by the City and collected at the same time and in the same manner as property taxes that is used exclusively for Public Safety.
Property Tax:	Property Tax is imposed on real property (land and permanently attached improvements) and tangible personal property located within the City. Proposition 13 set the basic property tax at one percent of the assessed value of the property, and the limited the assessed value to the cash value at acquisition plus inflation, at no more than 2% per year. Property taxes are shared by all local agencies that provide service to the property. On average, Oakley receives between 5% - 6% of the basic property taxes paid by Oakley property owners.
Property Tax in Lieu of VLF:	In the early 1990's the State levied a local tax on vehicles, in the form of a 2% Motor Vehicle License Fee (see above). The then Governor successfully lobbied the legislature and passed a law allowing a temporary discount on the fee, if the State could afford it. A provision of that law was that the State backfill the lost revenue to the local agencies that resulted (since it was a local tax being reduced). Since then, the State has permanently lowered the Fee, and permanently backfilled it by shifting additional property taxes from their control to each local agency. This separate revenue is referred to as Property Taxes in Lieu of Vehicle License Fees (VLF).
Reserved Fund Balance:	Accounts used to record a portion of the fund balance as legally segregated for a specific use or not available for appropriation.
Resolution:	A special order of the City Council, requiring a majority vote, which has a lower legal standing than an ordinance.
Revenue:	Income received by the City.
Road Maintenance and Repair:	Senate Bill 1, also known as the Road Repair and Accountability Act of 2017, increases transportation funding and instituted much-needed reforms. SB 1 provides the first significant, stable, and on-going increase in state transportation funding in more than two decades. To receive SB1 funding, the City must contribute and

annual maintenance of effort from a different funding source such as the General Fund.

Salaries and Benefits:

A budget category, which generally accounts for full time and temporary employees, overtime and all employee benefits, such as medical, dental and pension costs.

Successor Agency:

With the dissolution of the Oakley Redevelopment Agency on February 1, 2012, the City elected to become the Successor Agency to the Redevelopment Agency, responsible for preserving and administering its non-housing related assets, paying and ensuring performance of its obligations, and for complying with the new law that requires the unimpeded winding down of the prior Redevelopment Agency's affairs.

Successor Housing Agency:

With the dissolution of the Oakley Redevelopment Agency on February 1, 2012, the City elected to become the Successor Housing Agency, accepting the prior Redevelopment Agency's housing related assets and related housing responsibilities.

Taxes:

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

Transient Occupancy Tax (TOT):

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

Unassigned Balances

The City established a policy in fiscal year 2012-2013 that in its special purpose funds, it would budget not only anticipated revenues, but also projected remaining available fund balances. The unassigned balance amount budgeted in any fund is the amount of available funds (revenues and available fund balances) that have not yet been assigned a specific current year purpose.

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5-Year Capital Improvement Program

For Fiscal Years 2021/22 to 2025/26

RECOMMENDED



City of Oakley
 FY 2021/22 Project Summary
 Capital Improvement Program for Fiscal Years 2021/22 to 2025/26

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	Cypress Grove CFD NO. 1	Downtown Revitalization	Gas Tax HUTA	Gas Tax RMRA	Stormwater Fund	Measure J	General Capital Projects	Traffic Impact Fee	Park Impact Fee	Public Facilities Impact Fee	2012 Bond Benefit	Main Street Fund	Regional Park Fund	Street Maintenance & Rehab	2016 Debt Service	Emerson Ranch Storm Water (CFD 2015-1)	Facilities Fund	
	110	138	140	141	145	148	201	202	204	206	221	231	232	235	351	407	502	
FY 2020/21 Proposed Revenues																		
Estimated FY 2020/21 Fund Balance	16,737,249	2,303,483	2,188	295,778	42,854	323,101	426,075	2,368	5,223,633	1,719,138	1,972,444	11,273	(162,605)	1,459,989	2,155,319	46,786	768,936	146,490
FY 21/22 Revenues	12,795,231	375,273	238,600	1,072,615	816,500	501,000	605,000	215,000	3,930,000	2,800,000	1,105,000	60,310		135,000		671,870	269,063	
FY 21/22 Transfers from General fund	5,550,000		75,000					650,000				350,000				4,000,000	475,000	
FY 21/22 Expenditures	(4,791,131)	(315,262)	(271,933)	(995,545)	(40,260)	(686,101)	(214,178)	(225,476)	(278,257)	(92,520)	(707,210)			(7,040)		(673,129)	(258,510)	
Total Available for Capital Projects FY 2021/22	30,291,349	2,363,494	43,855	372,848	819,094	138,000	816,897	641,892	8,875,376	4,426,618	2,370,234	71,583	187,395	1,587,949	6,155,319	45,527	779,489	595,780

FY 2020/21 Proposed Expenditures																			
Project #	Project Description	FY 2021/2022 Total																	
176	Oakley Regional Community Park Project	3,000,000								3,000,000									
186	West Cypress Road Bridge Reconstruction at CC Canal Project	0																	
187	Main Street Bridge Rehabilitation at CC Canal Project	50,000						50,000											
189	Piper Lane Drainage Channel Trash Capture Device Project	0																	
205	Downtown Gateway Plaza Roadway & Parking Lot Project	0																	
211	Main Street/Rose Avenue Intersection Improvement Project	0																	
215	Downtown Parking Lot Project	175,000										175,000							
231	Sellers Avenue (Riverrock Drive to CCWD Canal Crossing) Widening and Improvement Project	0																	
247	East Cypress Road Widening (Knightson Avenue to Jersey Island Road) Project	6,200,000							6,200,000										
248	Holly Creek Restroom Construction Project	100,000								100,000									
249	Recreation Center Emergency Generator Project	0																	
250	Laurel Road Resurfacing (Empire Avenue to O'Hara Avenue) Project	3,800,000			300,000	800,000								2,700,000					
252	Downtown Storm Drain (Area 29) Improvement Project	100,000					100,000												
253	Police Department Parking Lot Expansion Project	0																	
254	Civic Center Park Renovation Project	0																	
255	Cypress Grove Subdivision Pump Station Building Project	900,000	900,000																
256	Civic Center Roof Replacement Project	375,000															375,000		
257	FY 2021-22 Curb, Gutter Sidewalk Repair and Replacement Project	100,000						100,000											
258	FY 2021-22 Street Repair and Resurfacing Project	4,095,000			20,000		700,000							3,375,000					
259	FY 2021-22 ADA Implementation Project	50,000			50,000														
260	FY 2021-22 Street Restriping Project	70,000									70,000								
261	FY 2021-22 Traffic Calming Project	30,000												30,000					
262	FY 2021-22 Traffic Signal Modernization Project	200,000																	
263	O'Hara Avenue/Carpenter Road Intersection Improvement Project	250,000							250,000										
264	Main Street/Cypress Road Intersection Improvement Project	150,000							150,000										
265	Irrigation Well Installation @ City's Freedom Basin Project	200,000															200,000		
266	SCADA System Installation for Cypress Grove & Emerson Ranch Pump Station Project	60,000	30,000														30,000		
267	Cypress Grove Park Irrigation Improvement Project	150,000	150,000																
268	Main Street/Delta Road Intersection Improvement Project	200,000							200,000										
269	Main Street/Brownstone Road Intersection Improvement Project	200,000							200,000										
270	Hall Street Extension Project	75,000							75,000										
271	Sheriff Annex Building Demolition Project	400,000						400,000											
272	Legless Lizard Preserve Fence Project	100,000						100,000											
Total Proposed Expenditures FY 2021/22		21,030,000	1,080,000	0	370,000	800,000	100,000	750,000	600,000	7,275,000	3,100,000	0	70,000	175,000	0	6,105,000	0	30,000	575,000
Remaining Unassigned Balances FY 2021/22		9,261,349	1,283,494	43,855	2,848	19,094	38,000	66,897	41,892	1,600,376	1,326,618	2,370,234	1,583	12,395	1,587,949	50,319	45,527	749,489	20,780

City of Oakley Revenue Summary Capital Improvement Program for Fiscal Years 2021/22 to 2025/26						
Funding Source						
	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee	\$ 3,900,000	\$ 3,500,000	\$ 2,800,000	\$ 2,600,000	\$ 2,200,000	\$ 15,000,000
CFD Fund	\$ 645,000	\$ 660,000	\$ 670,000	\$ 680,000	\$ 690,000	\$ 3,345,000
Stormwater Fund	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,500,000
Park Impact Fee	\$ 2,800,000	\$ 2,000,000	\$ 1,500,000	\$ 1,000,000	\$ 1,000,000	\$ 8,300,000
Measure J	\$ 605,000	\$ 650,000	\$ 675,000	\$ 675,000	\$ 675,000	\$ 3,280,000
Gas Tax	\$ 1,070,000	\$ 1,090,000	\$ 1,110,000	\$ 1,130,000	\$ 1,150,000	\$ 5,550,000
Road Maintenance & Rehab (SB1)	\$ 816,000	\$ 830,000	\$ 850,000	\$ 870,000	\$ 890,000	\$ 4,256,000
Main Street Fund	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 1,750,000
Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Facility Fund	\$ 475,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 1,875,000
2012 Bond Benefit	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 300,000
Street Maintenance & Rehabilitation	\$ 4,000,000	\$ 1,500,000	\$ 1,500,000	\$ 1,000,000	\$ 1,000,000	\$ 9,000,000
General Capital Fund	\$ 550,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 1,950,000
Total	\$ 15,771,000	\$ 11,840,000	\$ 10,715,000	\$ 9,565,000	\$ 9,215,000	\$ 57,106,000

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26

Project Title: Oakley Regional Community Park Project	Project Proponent: Public Works and Engineering
Project Category: Park	Project Manager: City Engineer
Project Type: Park Facility Construction	Project Number: 176
Project Priority: Moderate	In Successor Agency Area: No
Project Description: This project will design and construct a Regional Community Park at the north end of Sellers Avenue.	
Project Justification: This project transforms a 55-acre site at the end of Sellers Avenue that was given to the City as part of the development agreements with the Emerson and Gilbert Ranch development projects. This 55-acre site had a number of older structures related to a dairy farm that had been closed for decades. The first phase of this project was to demolish the old and abandoned structures, which were a safety concern, and to clean up the site. This task was accomplished in the summer of 2019. In March of 2021, the City applied for a State Proposition 68 grant to fund the first phase of this project and expects to hear the results by fall 2021. The construction of the Oakley Regional Park will span several years as funding is secured through a combination of Grants and local funds.	

PROJECT FINANCING DETAILS

Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design	\$ 50,000						\$ 50,000
Environmental	\$ 100,000						\$ 100,000
Right of Way							\$ -
Construction	\$ 400,000	\$ 3,000,000					\$ 3,400,000
Operating Costs							\$ -
TOTAL	\$ 550,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ 3,550,000

Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Community Park Fund	\$ 550,000						\$ 550,000
Park Impact Fee		\$ 3,000,000					\$ 3,000,000
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant (see comments)							\$ -
2012 Bond Benefit							\$ -
Stormwater Fund							\$ -
TOTAL	\$ 550,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ 3,550,000

Comments:

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26

Project Title:	W. Cypress Road Bridge at Contra Costa Canal Reconstruction Proj.	Project Proponent:	Public Works and Engineering
Project Category:	Bridge	Project Manager:	City Engineer
Project Type:	Bridge Reconstruction	Project Number:	186
Project Priority:	Moderate	In Successor Agency Area:	No
Project Description:	This project will reconstruct the West Cypress Road bridge across the Contra Costa Canal		
Project Justification:	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 State grant programs for major bridge improvement projects. The City will be looking for grant funding for this project from both State and Federal sources and Staff will apply for the Highway Bridge Replacement and Rehabilitation (HBRR) grant for this project.		

PROJECT FINANCING DETAILS

Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design	\$ 160,000						\$ 160,000
Environmental							\$ -
Right of Way							\$ -
Construction							\$ -
Operating Costs							\$ -
TOTAL	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,000

Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Redevelopment							\$ -
Measure J	\$ 150,000						\$ 150,000
Gas Tax							\$ -
Developer							\$ -
Grant (see comments)							\$ -
Other (see comments)							\$ -
Stormwater Fund	\$ 10,000						\$ 10,000
TOTAL	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160,000

Comments:

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26

Project Title:	Main Street Bridge at Contra Costa Canal Rehabilitation Project	Project Proponent:	Public Works and Engineering
Project Category:	Bridge	Project Manager:	City Engineer
Project Type:	Bridge Rehabilitation	Project Number:	187
Project Priority:	Immediate	In Successor Agency Area:	No
Project Description:	This project will rehabilitate the Main Street bridge across the Contra Costa Canal		
Project Justification:	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.		

PROJECT FINANCING DETAILS

Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design	\$ 10,000						\$ 10,000
Environmental							\$ -
Right of Way							\$ -
Construction	\$ 150,000	\$ 50,000					\$ 200,000
Operating Costs							\$ -
TOTAL	\$ 160,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 210,000

Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Redevelopment							\$ -
Measure J	\$ 50,000	\$ 50,000					\$ 100,000
Gas Tax							\$ -
Developer							\$ -
Grant (see comments)	\$ 100,000						\$ 100,000
Other (see comments)							\$ -
Stormwater Fund	\$ 10,000						\$ 10,000
TOTAL	\$ 160,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 210,000

Comments:

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26

Project Title:	Piper Lane drainage channel Trash Capture Device Project	Project Proponent:	Public Works and Engineering
Project Category:	Storm Drain	Project Manager:	City Engineer
Project Type:	Drainage Improvement	Project Number:	189
Project Priority:	Moderate	In Successor Agency Area:	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 in which the City is responsible for maintaining and operating. This is an open channel that flows freely to the Delta and 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 a new trash capture device at the upstream end of the channel near Vintage Parkway. The preliminary design has been completed and the City is pursuing grant funding for the construction, which is estimated to cost over \$900,000. The trash capture device will stop trash from flowing into the Delta and, as a result, puts the City in compliance with the SF Regional Water Quality Control Board permit.		

PROJECT FINANCING DETAILS

Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design	\$ 30,000						\$ 30,000
Environmental							\$ -
Right of Way							\$ -
Construction	\$ 170,000						\$ 170,000
Operating Costs							\$ -
TOTAL	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000

Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	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	\$ 200,000						\$ 200,000
TOTAL	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000

Comments:

City of Oakley							
Capital Improvement Project Information Sheet							
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Downtown Gateway Plaza Roadway and Parking Lot Project	Project Proponent:	Public Works and Engineering				
Project Category:	Street	Project Manager:	City Engineer				
Project Type:	Parking Lot and Street Construction	Project Number:	205				
Project Priority:	Immediate	In Successor Agency Area:	Yes				
Project Description:	This project will construct roadway infrastructure, a gateway plaza and a downtown parking lot in coordination with the new AMTRAK Railroad Platform Station.						
Project Justification:	The Oakley Multi-Modal Roadway and Parking Lot Project features a new AMTRAK funded train station platform located north of Main Street between 2nd Street and Norcross Lane. The facility would provide connecting TriDelta Transit bus service to the train station, as well as a Park & Ride lot. The station platform is strategically located in downtown on Main Street, adjacent to the new Main Street Gateway Plaza that could be used for civic events and markets. The project will provide approximately 300 surface parking spaces to support Park & Ride activities in addition to supporting plaza activities held on the weekends and evenings. AMTRAK will entirely fund the design and construction of the new railroad platform station and the City will design and construct the associated public street and parking lot infrastructures.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design	\$ 250,000						\$ 250,000
Environmental							\$ -
Right of Way							\$ -
Construction	\$ 563,613						\$ 563,613
Operating Costs							\$ -
TOTAL	\$ 813,613	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 813,613
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Main Street Fund	\$ 813,613						\$ 813,613
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
2012 Bond Benefit							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ 813,613	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 813,613
Comments:							

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26

Project Title: Main Street/Rose Avenue Intersection Improvement Project	Project Proponent: Public Works and Engineering
Project Category: Street	Project Manager: City Engineer
Project Type: Street Improvement	Project Number: 211
Project Priority: Moderate	In Successor Agency Area: No
Project Description: This project will construct signalization and the reconfiguration of the Main Street/Rose Avenue Intersection	
Project Justification: Growth of the community necessitates improving the streets that will be needed to accommodate the increase in traffic volumes. Main Street and Rose Avenue has operated as a stop sign controlled intersection which is not sustainable for the long term, and therefore a traffic signal is needed at this location. 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 flows at this intersection 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 would start after a cost share agreement is reached between the City of Oakley and ISD.	

PROJECT FINANCING DETAILS

Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction							\$ -
<i>Operating Costs</i>							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
General Capital Fund							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Main Street Fund							\$ -
Measure J							\$ -
Gas Tax							\$ -
Grant							\$ -
2012 Bond Benefit							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Comments:

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26

Project Title:	Downtown Parking Lot Construction Project	Project Proponent:	Public Works and Engineering
Project Category:	Street	Project Manager:	City Engineer
Project Type:	Parking Facility Improvement	Project Number:	215
Project Priority:	Immediate	In Successor Agency Area:	Yes
Project Description:	This project will construct a new parking lot in downtown.		
Project Justification:	A new modern retail building "Oakley Mercantile" will be constructed in downtown near the intersection of Main Street/Norcross Lane. This project is a major enhancement to downtown Oakley which will bring new businesses to the community. In conjunction with this development project, and based on the Downtown Visioning approved by the City Council, the City will construct a new parking lot that would accommodate the needs of the new Retail Building and other downtown merchants. The design of the building and parking lot are currently underway and the construction is anticipated to start in the summer of 2021.		

PROJECT FINANCING DETAILS

Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction	\$ 3,450,000	\$ 175,000					\$ 3,625,000
Operating Costs							\$ -
TOTAL	\$ 3,450,000	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 3,625,000

Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
General Capital Fund	\$ 1,700,000						\$ 1,700,000
Public Facilities							\$ -
Park Impact Fee							\$ -
Main Street Fund	\$ 1,750,000	\$ 175,000					\$ 1,925,000
Measure J							\$ -
Gas Tax							\$ -
Grant							\$ -
2012 Bond Benefit							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ 3,450,000	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 3,625,000

Comments:

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26

Project Title: Sellers Avenue Improvements and Widening Project	Project Proponent: Public Works and Engineering
Project Category: Street	Project Manager: City Engineer
Project Type: Street Improvement	Project Number: 231
Project Priority: Moderate	In Successor Agency Area: No

Project Description: This project will construct the section of Sellers Avenue from the intersection at Riverrock Drive, to the gate at the Oakley Regional Community Park site.

Project Justification: Sellers Avenue is a 2 lane road that was constructed by Contra Costa County decades ago. The section of Sellers Avenue from East Cypress Road to the north end of the road at the gate to the future Oakley Regional Community Park is destined to be widened to 4 lanes with curb, and gutter, sidewalks, landscaped medians, bike lanes, and street lighting. The section of Sellers Avenue from East Cypress Road to Riverrock Drive has been widened by the developers of the Emerson and Gilbert Ranch projects. This project will widen and improve the remaining section of Sellers Avenue from the intersection at Riverrock Drive to the gate to the future Oakley Regional Community Park. The above referenced developers will pay the City the cost for curb and gutter, sidewalk, and one lane of roadway along frontage of their respective projects. The City will pay the remaining construction costs for the second lane and medians for this project.

PROJECT FINANCING DETAILS

Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	<i>Total</i>
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction	\$ 625,000						\$ 625,000
<i>Operating Costs</i>							\$ -
TOTAL	\$ 625,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 625,000

Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	<i>Total</i>
Traffic Impact Fee							\$ -
General Capital Fund							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Main Street Fund							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer Contribution	\$ 625,000						\$ 625,000
2012 Bond Benefit							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ 625,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 625,000

Comments:

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26

Project Title: East Cypress Road Widening (Knightsen Avenue to Jersey Island Road)	Project Proponent: Public Works and Engineering
Project Category: Street	Project Manager: City Engineer
Project Type: Street Improvement	Project Number: 247
Project Priority: Moderate	In Successor Agency Area: No
Project Description: This project will install a signal at the intersection of East Cypress Road and Knightsen Avenue in addition to widening and improving this intersection and East Cypress Road	
Project Justification: The growth and development of new subdivision projects along the East Cypress Road corridor has necessitated various infrastructure improvements to accommodate the increased traffic volumes on this road. This project will widen and improve East Cypress Road to east of Knightsen Avenue to Jersey Island Road. The improvements will include curb and gutter, sidewalks and a median island. The widening will stop short of the Contra Costa Canal where the developer to the east of the canal will be responsible to continue the widening and improvement of East Cypress Road.	

PROJECT FINANCING DETAILS

Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design	\$ 300,000	\$ 200,000					\$ 500,000
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 6,000,000					\$ 6,000,000
Operating Costs							\$ -
TOTAL	\$ 300,000	\$ 6,200,000	\$ -	\$ -	\$ -	\$ -	\$ 6,500,000

Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee	\$ 300,000	\$ 6,200,000					\$ 6,500,000
General Capital Fund							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Main Street Fund							\$ -
Measure J							\$ -
Gas Tax							\$ -
Grant							\$ -
2012 Bond Benefit							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ 300,000	\$ 6,200,000	\$ -	\$ -	\$ -	\$ -	\$ 6,500,000

Comments:

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Holly Creek Park Restroom Construction Project			Project Proponent:	Public Works and Engineering		
Project Category:	Park			Project Manager:	City Engineer		
Project Type:	Park Facility Improvement			Project Number:	248		
Project Priority:	Immediate			In Successor Agency Area:	No		
Project Description:	This project will install a restroom at Holly Creek Park.						
Project Justification:	The demand for City of Oakley recreational fields continues to grow, particularly for organized sports such as the Baseball and Soccer leagues. The field at Holly Creek Park is one of the favorite and much desired fields in Oakley for leagues to play their sporting activities. This park does not have any restroom facilities, which necessitates the placement of portable toilets at this park. This approach has created many operational and sanitary issues and is not a sustainable solution to address the need for a public restroom facility. This project will construct a permanent restroom facility at this park similar to the restroom facility that was constructed at the Koda Dog Park. The funding for this project will be partially from a private development project contribution which will be supplemented by City's Park Impact Fee funds.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction	\$ 250,000	\$ 100,000					\$ 350,000
Operating Costs							\$ -
TOTAL	\$ 250,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee	\$ 100,000	\$ 100,000					\$ 200,000
General Capital Fund							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer Contribution	\$ 150,000						\$ 150,000
2012 Bond Benefit							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ 250,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
Comments:							

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26

Project Title:	Recreation Center Emergency Generator Project	Project Proponent:	Public Works and Engineering
Project Category:	Facility	Project Manager:	City Engineer
Project Type:	Facility Improvement	Project Number:	249
Project Priority:	Immediate	In Successor Agency Area:	No
Project Description:	This project will install an emergency generator at the Recreation Center site.		
Project Justification:	The Recreation Center campus is the center of recreational activities for the Oakley community, and currently does not have a back-up power source. In periods of PG&E power outages, the operations at the Recreation Center that require electricity come to a halt. This project will install an Emergency Generator behind the Recreation Center building to provide stand-by power during periods of PG&E power outages to ensure that the Recreation Center operations will continue uninterrupted. Staff is pursuing grant funding to be able to fund the construction of this project.		

PROJECT FINANCING DETAILS

Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction							\$ -
<i>Operating Costs</i>							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
General Capital Fund							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer Contribution							\$ -
2012 Bond Benefit							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Comments:

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Laurel Road Resurfacing Project (Empire Avenue to O'Hara Avenue)	Project Proponent:	Public Works and Engineering				
Project Category:	Street	Project Manager:	City Engineer				
Project Type:	Street Improvement	Project Number:	250				
Project Priority:	Immediate	In Successor Agency Area:	No				
Project Description:	This project will repair and resurface Laurel Road from O'Hara Avenue to Empire Avenue.						
Project Justification:	This project will repair and resurface Laurel Road in the section between Empire Avenue to O'Hara Avenue. This roadway is not only a major arterial in the City, but a truck route which is used extensively everyday by heavy construction trucks to deliver materials and supplies to various development sites in Oakley. Street repair and resurfacing is critical in keeping the quality of the City's street infrastructure in good condition and prevent costly reconstruction due to the lack of proper rehabilitation and maintenance. As part of this project, Class IV Bicycle Lanes (Buffered Bicycle Lanes) that are separate from the vehicular travel lanes will be installed. A buffered bicycle lane provides greater separation from an adjacent traffic lane. This approach provides higher awareness for the motorists and bicyclist to the potential areas of conflict and increase bicyclists comfort.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design	\$ 263,300						\$ 263,300
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 3,800,000					\$ 3,800,000
Operating Costs							\$ -
TOTAL	\$ 263,300	\$ 3,800,000	\$ -	\$ -	\$ -	\$ -	\$ 4,063,300
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
General Capital Fund							\$ -
Measure J							\$ -
Gas Tax RMRA		\$ 800,000					\$ 800,000
Street Maint. & Rehab.		\$ 2,700,000					\$ 2,700,000
Gas Tax HUTA		\$ 300,000					\$ 300,000
FUND 235	\$ 263,300						\$ 263,300
Stormwater Fund							\$ -
TOTAL	\$ 263,300	\$ 3,800,000	\$ -	\$ -	\$ -	\$ -	\$ 4,063,300
Comments:							

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Downtown Storm Drain (Area 29D) Improvement Project	Project Proponent:	Public Works and Engineering				
Project Category:	Street	Project Manager:	City Engineer				
Project Type:	Street Improvement	Project Number:	252				
Project Priority:	Moderate	In Successor Agency Area:	Yes				
Project Description:	This project will secure the storm drain easement, design, and construct the last section of storm drain pipe which will complete all the improvements in this zone.						
Project Justification:	The Contra Costa County Flood Control District years ago had established drainage zones thought the County for storm drain detention and treatment. These zones included large detention basins (i.e. Freedom Basin, Teakwood Basin, Del Antico Basin, etc.) and a network of underground pipe systems to convey the storm water runoff from the City's streets to these basins. All parts of the storm drain system in this zone have been constructed with the exception of the section of pipe from north side of Main Street just east of Miguel Drive to the edge of railroad tracks. This project will secure the storm drain easement, as well as, design and construct this section of storm drain pipe which will complete all the improvements in this zone.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design		\$ 100,000					\$ 100,000
Environmental							\$ -
Right of Way							\$ -
Construction							\$ -
<i>Operating Costs</i>							\$ -
TOTAL	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
General Capital Fund							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
2012 Bond Benefit							\$ -
Stormwater Fund		\$ 100,000					\$ 100,000
							\$ -
TOTAL	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Comments:							

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Police Department Parking Lot Expansion Project			Project Proponent:	Public Works and Engineering		
Project Category:	Facility			Project Manager:	City Engineer		
Project Type:	Parking Lot Improvement			Project Number:	253		
Project Priority:	Immediate			In Successor Agency Area:	Yes		
Project Description:	This new parking lot will provide Police Officers much needed expanded parking spaces and a direct access to West Ruby Street and other major streets in Oakley without having to navigate the busy parking lot that is used by Black Bear Diner Restaurant customers.						
Project Justification:	To address the deficient parking issues at the existing parking lot, the City of Oakley was able to acquire a vacant property that backs up to the south side of the existing Police Department parking lot, with access to West Ruby Street. This property will be used to construct a new parking lot in order to expand the existing parking facilities for the Police Department. This project's scope of work includes the grading and paving of a new parking lot that will connect the existing Police Department parking lot to West Ruby Street. The new parking lot will have landscaping and lights, and will complement the parking facilities that are currently in use. This will be a significant safety improvement as well as improve response times for police officers by not having to navigate the busy parking lot used by Black Bear Diner Restaurant customers.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design	\$ 59,800						\$ 59,800
Environmental							\$ -
Right of Way							\$ -
Construction	\$ 900,000						\$ 900,000
Operating Costs							\$ -
TOTAL	\$ 959,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 959,800
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
General Capital Fund	\$ 959,800						\$ 959,800
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
2012 Bond Benefit							\$ -
Stormwater Fund							\$ -
							\$ -
TOTAL	\$ 959,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 959,800
Comments:							

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Civic Center Park Renovation Project	Project Proponent:	Public Works and Engineering				
Project Category:	Park	Project Manager:	City Engineer				
Project Type:	Park Improvement	Project Number:	254				
Project Priority:	Immediate	In Successor Agency Area:	Yes				
Project Description:	The work on this project includes: construction of Amphitheater concrete seats, children's playground, playground surfacing, picnic area, Sequoia holiday tree planting, and perimeter fencing.						
Project Justification:	The Oakley Civic Center is a beautiful campus that includes the City Hall facilities and an Amphitheater with a Park that has been used by the community for public events and gatherings throughout the year. The Civic Center Park was home to two (2) large Oak trees that were the centerpiece of the park along with its associated landscaping. On August 23, 2020 one of these Oak trees suffered a major failure as result of a fungal disease which caused the tree to collapse and fall. As a result of the tree failure, Staff worked on developing a plan to renovate the park and address the infrastructure damages that were caused by the fallen Oak tree. This project includes: Amphitheater concrete seats, children's playground, playground surfacing, picnic area, Sequoia holiday tree planting, and perimeter fencing.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction	\$ 450,000						\$ 450,000
Operating Costs							\$ -
TOTAL	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee	\$ 450,000						\$ 450,000
General Capital Fund							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
2012 Bond Benefit							\$ -
Stormwater Fund							\$ -
TOTAL	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450,000
Comments:							

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Cypress Grove Subdivision Pump Station Building Project	Project Proponent:	Public Works and Engineering				
Project Category:	Facility	Project Manager:	City Engineer				
Project Type:	Facility Improvement	Project Number:	255				
Project Priority:	Immediate	In Successor Agency Area:	No				
Project Description:	This project will construct roof and walls on this existing building to enclose it and protect the valuable assets and promote their longevity.						
Project Justification:	At the Cypress Grove Subdivision, the pump station, emergency generator, and its associated electrical components are housed in a building with only a half roof and are exposed to the environmental elements. The components degrade much quicker when exposed to the elements and require more frequent service and costly replacement. This project will construct a full roof and new walls on the existing building to enclose and protect the valuable mechanical components and promote their longevity.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design		\$ 130,000					\$ 130,000
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 770,000					\$ 770,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ 900,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
General Capital Fund							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
2012 Bond Benefit							\$ -
Stormwater Fund							\$ -
CFD		\$ 900,000					\$ 900,000
TOTAL	\$ -	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ 900,000
Comments:							

City of Oakley							
Capital Improvement Project Information Sheet							
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Civic Center Roof Replacement Project	Project Proponent:	Public Works and Engineering				
Project Category:	Facility	Project Manager:	City Engineer				
Project Type:	Facility Improvement	Project Number:	256				
Project Priority:	Immediate	In Successor Agency Area:	Yes				
Project Description:	This project will repair and replace the roofs at City Hall Buildings.						
Project Justification:	The City Hall building is divided into 4 sections with differing roof architectures. The roofs for this building are a combination of concrete tiles and composition shingles and have deteriorated over the years. The roofs have sustained multiple failures including damage from water leakage during the rainy seasons. A full inspection of these roofs was commissioned in December 2020 which identified the scope of work to address the issues facing the roofs. The major components of this project include: replacement of the composition shingles with a uniform membrane roof, replacement of sealants at all roof penetrations, adjusting and securing concrete tiles with new adhesive, replacing failed flashing components, replacing all failed fiber cement used on the parapet wall with a uniform membrane, and removal of the composition shingles from vertical walls and replacement with a uniform membrane system.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 375,000					\$ 375,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ 375,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities		\$ 375,000					\$ 375,000
Park Impact Fee							\$ -
General Capital Fund							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
2012 Bond Benefit							\$ -
Stormwater Fund							\$ -
CFD							\$ -
TOTAL	\$ -	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ 375,000
Comments:							

City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26

Project Title: FY 2021/22 Curb, Gutter and Sidewalk Repair & Reconstruction Proj.	Project Proponent: Public Works and Engineering
Project Category: Street	Project Manager: City Engineer
Project Type: Concrete Repair and Replacement	Project Number: 257
Project Priority: Immediate	In Successor Agency Area: 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.	

PROJECT FINANCING DETAILS

Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 100,000					\$ 100,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
General Capital Fund		\$ 100,000					\$ 100,000
Measure J							\$ -
Gas Tax							\$ -
2012 Bond Benefit							\$ -
Grant							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Comments:

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	FY 2021/22 Street Repair and Resurfacing Project			Project Proponent:	Public Works and Engineering		
Project Category:	Street			Project Manager:	City Engineer		
Project Type:	Street Resurfacing Improvements			Project Number:	258		
Project Priority:	Immediate			In Successor Agency Area:	No		
Project Description:	This project will repair and resurface streets in Oakley.						
Project Justification:	This project will repair the base and surface failures, as well as resurface the City's streets as a part of a comprehensive program to maintain the roadways for the community. Street repair and resurfacing is critical in keeping the quality of the City's street infrastructure in good condition and prevent costly reconstruction due to the lack of proper rehabilitation and maintenance. This project will address a number of neighborhoods which need Sierra-Crete base remediation in addition to repair and resurfacing.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design		\$ 160,000					\$ 160,000
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 3,935,000					\$ 3,935,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 4,095,000	\$ -	\$ -	\$ -	\$ -	\$ 4,095,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Street Maint. & Rehab		\$ 3,375,000					\$ 3,375,000
Measure J		\$ 700,000					\$ 700,000
Gas Tax HUTA		\$ 20,000					\$ 20,000
Developer							\$ -
2012 Bond Benefit							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
RMRA							\$ -
TOTAL	\$ -	\$ 4,095,000	\$ -	\$ -	\$ -	\$ -	\$ 4,095,000
Comments:							

City of Oakley							
Capital Improvement Project Information Sheet							
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	FY 2021/22 ADA Implementation Plan Project	Project Proponent:	Public Works and Engineering				
Project Category:	Street	Project Manager:	City Engineer				
Project Type:	Street Improvement	Project Number:	259				
Project Priority:	Moderate	In Successor Agency Area:	No				
Project Description:	This project will begin the implementation of the City of Oakley's ADA Transition Plan.						
Project Justification:	The Transition Plan details a program that will bring the City's programs, procedures, practices, facilities, sidewalks and curb ramps into compliance under the American Disabilities Act (ADA). The City of Oakley is required prepare and implement an ADA Transition Plan in order to adhere to the legal requirements related to the U.S. Department of Justice. The City's ADA Transition Plan was prepared and adopted by City Council which identified over \$100M of improvements needed to fully implement all components of this ADA Transition plan. The recommendations of this plan will be implemented over the coming years in phases as funding is allocated.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 50,000					\$ 50,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
General Capital Fund							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Main Street Fund							\$ -
Measure J							\$ -
Gas Tax HUTA		\$ 50,000					\$ 50,000
Grant							\$ -
2012 Bond Benefit							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Comments:							

**City of Oakley
Capital Improvement Project Information Sheet
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26**

Project Title: FY 2021/22 Street Restriping Project	Project Proponent: Public Works and Engineering
Project Category: Street	Project Manager: City Engineer
Project Type: Street Safety Improvements	Project Number: 260
Project Priority: Immediate	In Successor Agency Area: 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, crosswalk, pavement marking) to provide safer streets for the community.	

PROJECT FINANCING DETAILS

Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 70,000					\$ 70,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000

Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
2012 Bond Benefit		\$ 70,000					\$ 70,000
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000

Comments:

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	FY 2021/22 Traffic Calming Project			Project Proponent:	Public Works and Engineering		
Project Category:	Street			Project Manager:	City Engineer		
Project Type:	Traffic Calming Improvements			Project Number:	261		
Project Priority:	Moderate			In Successor Agency Area:	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 the order they are received.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 30,000					\$ 30,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
2012 Bond Benefit							\$ -
Measure J							\$ -
Gas Tax							\$ -
Street Maint. & Rehab.		\$ 30,000					\$ 30,000
Grant							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Comments:							

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	FY 2021/22 Traffic Signal Modernization Project	Project Proponent:	Public Works and Engineering				
Project Category:	Street	Project Manager:	City Engineer				
Project Type:	Traffic Signal Operation Improvements	Project Number:	262				
Project Priority:	Moderate	In Successor Agency Area:	No				
Project Description:	This project will rehabilitate existing traffic signals.						
Project Justification:	Traffic operations and public safety have 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 improve the coordination of the City's traffic signal operations.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 200,000					\$ 200,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee		\$ 200,000					\$ 200,000
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Comments:							

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	O'Hara Avenue / Carpenter Road Intersection Improvement Project	Project Proponent:	Public Works and Engineering				
Project Category:	Street	Project Manager:	City Engineer				
Project Type:	Street Intersction Improvements	Project Number:	263				
Project Priority:	Immediate	In Successor Agency Area:	No				
Project Description:	This project will improve the traffic operations at this intersection by constructing dedicated left turn lanes on Carpenter Road on either side of O'Hara Avenue, installing video detection system and reconfiguring the striping at this intersection.						
Project Justification:	The construction of Carpenter Road from Rose Avenue to Cinnamon Ridge Drive as part of a private subdivision development project has opened up this important east/west roadway corridor for the community. Once this section of Carpenter is completed it will increase traffic flows at the intersection of O'Hara Avenue and Carpenter Road. This project will improve the traffic operations at this intersection by constructing protected left turn lanes on Carpenter Road on both the westbound and eastbound approaches to O'Hara Avenue. Additional improvements include installing a video detection system and reconfiguring the striping at this intersection.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design		\$ 30,000					\$ 30,000
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 220,000					\$ 220,000
<i>Operating Costs</i>							\$ -
TOTAL	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee		\$ 250,000					\$ 250,000
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Comments:							

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Main Street / Cypress Road Intersection Improvement Project	Project Proponent:	Public Works and Engineering				
Project Category:	Street	Project Manager:	City Engineer				
Project Type:	Street Intersection Improvements	Project Number:	264				
Project Priority:	Immediate	In Successor Agency Area:	No				
Project Description:	The scope of this project include addition of a dedicated right turn lane from Main Street into East Cypress Road, asphalt resurfacing of the intersection and striping after the paving work has been completed.						
Project Justification:	The project will continue to improve the traffic operations at this intersection which is the primary truck route access to the East Cypress Road corridor and its large development project sites. The scope of this project includes new curb and gutter, additional storage length for the dedicated right turn lane from Main Street onto East Cypress Road, asphalt resurfacing of the intersection, and striping after the paving work has been completed.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design		\$ 15,000					\$ 15,000
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 135,000					\$ 135,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee		\$ 150,000					\$ 150,000
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant							\$ -
Downtown Revitalization Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Comments:							

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Irrigation Well Installation at City's Freedom Basin Project	Project Proponent:	Public Works and Engineering				
Project Category:	Park	Project Manager:	City Engineer				
Project Type:	Park Irrigation Improvement	Project Number:	265				
Project Priority:	Immediate	In Successor Agency Area:	No				
Project Description:	The scope of this project include installation of new irrigation well for the City's Freedom Basin						
Project Justification:	This project will install a new irrigation well adjacent to O'Hara Avenue next to the City owned storm drain basin, more commonly known as Freedom basin. This new well will provide the City with an independent, stable, and continuous source of water to irrigate the large field that is used by an assortment of leagues for sporting activities. The existing well used to irrigate the field is owned and operated by the High School District, and due to its continuous breakdowns, this well is not a reliable source to provide the massive amount of irrigation water needed for this field.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design		\$ 20,000					\$ 20,000
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 180,000					\$ 180,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities		\$ 200,000					\$ 200,000
Park Impact Fee							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant							\$ -
Park Impact Fee Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Comments:							

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Supervisory Control And Data Acquisition (SCADA) System installation	Project Proponent:	Public Works and Engineering				
Project Category:	Storm Drain	Project Manager:	City Engineer				
Project Type:	Pump Station Improvement	Project Number:	266				
Project Priority:	Immediate	In Successor Agency Area:	No				
Project Description:	This project will install a modern hardware and software at Emerson Ranch and Cypress Grove Pump Stations to be compatible with the SCADA system that is currently working for the Gilbert Ranch Pump station and provide remote monitoring of these pump stations from City Hall						
Project Justification:	This project will install modern hardware and software at Emerson Ranch and Cypress Grove Pump Stations to be compatible with the SCADA system that is currently working for the Gilbert Ranch Pump station. The new SCADA system is designed to collect field information, transfer it to a central computer facility at the Public Works Department, and thereby allowing staff to monitor and control an entire system from City Hall.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 60,000					\$ 60,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant							\$ -
Park Impact Fee Fund							\$ -
CFD		\$ 60,000					\$ 60,000
TOTAL	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
Comments:							

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Cypress Grove Park Irrigation Improvement Project	Project Proponent:	Public Works and Engineering				
Project Category:	Park	Project Manager:	City Engineer				
Project Type:	Park Irrigation Improvement	Project Number:	267				
Project Priority:	Immediate	In Successor Agency Area:	No				
Project Description:	This project will replace the irrigation controllers at this park along with some of the irrigation lines to provide a much more efficient irrigation system.						
Project Justification:	This project will replace the irrigation controllers at this park along with some of the irrigation lines to provide a much more efficient irrigation system. The older controllers are continually breaking down causing damage to the landscape planting and turf areas that need proper irrigation to keep them growing and vibrant.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 150,000					\$ 150,000
<i>Operating Costs</i>							\$ -
TOTAL	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant							\$ -
Park Impact Fee Fund							\$ -
CFD		\$ 150,000					\$ 150,000
TOTAL	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Comments:							

City of Oakley							
Capital Improvement Project Information Sheet							
Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Main Street / Delta Road Intersection Signalization Project	Project Proponent:	Public Works and Engineering				
Project Category:	Street	Project Manager:	City Engineer				
Project Type:	Traffic Improvement	Project Number:	268				
Project Priority:	Moderate	In Successor Agency Area:	No				
Project Description:	This project will install a traffic signal at Main Street / Delta Road intersection along with lane wideing and intersecstion improvements.						
Project Justification:	This project will install traffic a signal and improve the Main Street / Delta Road intersection. This intersection is identified to have a traffic signal per the City's Traffic Impact Fee program. With the increase in traffic volumes at this location, a signal will improve safety and traffic circulation. The preliminary design of this project will get started in FY 2021/22 to develop the plan and identify the Right of Way that is needed for this project. In the subsequent year, the final design and Right of Way acquisition will be completed.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design		\$ 200,000					\$ 200,000
Environmental							\$ -
Right of Way							\$ -
Construction							\$ -
<i>Operating Costs</i>							\$ -
TOTAL	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee		\$ 200,000					\$ 200,000
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant							\$ -
Park Impact Fee Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Comments:							

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Main Street / Brownstone Road Intersection Signalization Project	Project Proponent:	Public Works and Engineering				
Project Category:	Street	Project Manager:	City Engineer				
Project Type:	Traffic Improvement	Project Number:	269				
Project Priority:	Moderate	In Successor Agency Area:	No				
Project Description:	This project will install traffic signal at Main Street/Brownstone Road intersection.						
Project Justification:	This project will install traffic signal and improve the Main Street / Brownstone Road intersection. This intersection is identified to have a traffic signal per the City's Traffic Impact Fee program. With the increase in traffic volumes at this location, a signal will improve safety and traffic circulation. The preliminary design of this project will get started in FY 2021/22 to develop the plan and identify the Right of Way that is needed for this project. In the subsequent year, the final design and Right of Way acquisition will be completed.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design		\$ 200,000					\$ 200,000
Environmental							\$ -
Right of Way							\$ -
Construction							\$ -
<i>Operating Costs</i>							\$ -
TOTAL	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee		\$ 200,000					\$ 200,000
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant							\$ -
Park Impact Fee Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Comments:							

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Hall Street Extension Project			Project Proponent:	Public Works and Engineering		
Project Category:	Street			Project Manager:	City Engineer		
Project Type:	Traffic Improvement			Project Number:	270		
Project Priority:	Moderate			In Successor Agency Area:	Yes		
Project Description:	This project will extend Hall Street north of Main Street to provide direct connection to the new parking lot that is constructed as part of the Downtown Gateway Plaza Roadway and Parking Lot Project.						
Project Justification:	This project will extend Hall Street north of Main Street to provide a direct connection to the new parking lot that is constructed as part of the Downtown Gateway Plaza Roadway and Parking Lot Project . This is consistent with the Downtown Vision program that was approved by the City Council and will help to improve the traffic flows and parking lot accessibility in the Downtown.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design		\$ 75,000					\$ 75,000
Environmental							\$ -
Right of Way							\$ -
Construction							\$ -
<i>Operating Costs</i>							\$ -
TOTAL	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee		\$ 75,000					\$ 75,000
L&L District							\$ -
Public Facilities							\$ -
Park Impact Fee							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant							\$ -
Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Comments:							

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Sheriff Annex Building Demolition Project	Project Proponent:	Public Works and Engineering				
Project Category:	Facilities	Project Manager:	City Engineer				
Project Type:	Building Demolition Improvement	Project Number:	271				
Project Priority:	Moderate	In Successor Agency Area:	Yes				
Project Description:	This project will demolish the old Sheriff Department Annex Building at 210 O'Hara Avenue to keep the site safe and secure.						
Project Justification:	The Contra Costa County Sheriff Department had an annex located at 210 O'Hara Avenue that serviced the Oakley area. This facility had been vacated for several years and is no longer in operation. This facility has deteriorated and has become a spot for homeless to gather and create collateral problems. The County has agreed to give the property to the City to be used for a future Library site. Since it will take some time to secure funding for the Library, this building would need to be demolished to secure the site from health and safety perspective. The County has agreed to pay half the cost of the demolition to the City.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental		\$ 30,000					\$ 30,000
Right of Way							\$ -
Construction		\$ 370,000					\$ 370,000
<i>Operating Costs</i>							\$ -
TOTAL	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
General Capital Projects		\$ 400,000					\$ 400,000
Public Facilities							\$ -
Park Impact Fee							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant							\$ -
Park Impact Fee Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Comments:							

City of Oakley Capital Improvement Project Information Sheet Capital Improvement Program for Fiscal Years 2021/22 to 2025/26							
Project Title:	Legless Lizard Preserve Fence Project			Project Proponent:	Public Works and Engineering		
Project Category:	Streets			Project Manager:	City Engineer		
Project Type:	Fence Construction Project			Project Number:	272		
Project Priority:	Moderate			In Successor Agency Area:	No		
Project Description:	This project will construct a chain-link fence around the site of the City owned parcel along Walnut Meadows Drive known as Legless Lizard Preserve.						
Project Justification:	This property has a wooden fence that has been broken apart and used as fire wood by homeless. Construction of the chain-link fence would hinder and cause a reduction of the transient passage and homeless camps at the property which in turn should greatly reduce the amount of litter/debris on site which has become a nuisance for residents of the neighborhood.						
PROJECT FINANCING DETAILS							
Project Expenditures	20/21	21/22	22/23	23/24	24/25	25/26	Total
Planning & Design							\$ -
Environmental							\$ -
Right of Way							\$ -
Construction		\$ 100,000					\$ 100,000
Operating Costs							\$ -
TOTAL	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Project Funding	20/21	21/22	22/23	23/24	24/25	25/26	Total
Traffic Impact Fee							\$ -
General Capital Projects		\$ 100,000					\$ 100,000
Public Facilities							\$ -
Park Impact Fee							\$ -
Redevelopment							\$ -
Measure J							\$ -
Gas Tax							\$ -
Developer							\$ -
Grant							\$ -
Park Impact Fee Fund							\$ -
Stormwater Fund							\$ -
TOTAL	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Comments:							

RESOLUTION NO. 77-21

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OAKLEY
TO ADOPT THE FY 2021-2022 RECOMMENDED BUDGET, STATEMENT OF
FINANCIAL POLICIES, APPROPRIATIONS LIMIT AND 5-YEAR CAPITAL
IMPROVEMENT PLAN (CIP) FOR FISCAL YEARS 2021-2022 THROUGH 2025-2026
AND MAKE FINDINGS RELATED THERETO**

WHEREAS, it is City policy to have the City Council to adopt a budget and appropriations limit prior to the beginning of its new fiscal year, which is July 1, 2021; and

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

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

WHEREAS, that the City Council did on May 11, 2021 hold a workshop to discuss these Preliminary documents and provide additional direction to the City Manager for the preparation of a final set of documents; and

WHEREAS, the Interim City Manager has this day presented to the City Council for adoption a Proposed Budget document, including the updated Statement of Financial Policies, Recommended Operating and Capital Budgets, Fiscal Year 2021-2022 Appropriations Limit Calculation, and a separate Recommended 5-Year Capital Improvement Plan for Fiscal Years 2021-2022 through 2025-2026; and

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

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

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

WHEREAS, the Recommended 5-Year Capital Improvement Plan for Fiscal Years 2021-2022 through 2025-2026 for the City of Oakley has been submitted and reviewed as to its conformance with the adopted Oakley General Plan by the Planning Authority; and

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

WHEREAS, the project is Categorically Exempt pursuant to the adopted Guidelines for the Implementation of the California Environmental Quality Act, Section 15061(b) (3), in that it can be seen with certainty that there is no possibility that this CIP action will have a significant effect on the environment, and does not involve approval of any specific project that may have a significant effect on the environment.

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

1) Acting as the Planning Authority of the City, hereby adopts the City’s Recommended 5-Year Capital Improvement Plan for Fiscal Years 2021-2022 through 2025-2026 and confirms the Plan is consistent with the adopted Oakley General Plan; and

2) As the City Council, hereby adopts the FY 2021-2022 Proposed Budget, Statement of Financial Policies, Fiscal Year 2021-2022 Appropriations Limit, and 5-Year Capital Improvement Plan for Fiscal Years 2021-2022 through 2025-2026.

PASSED, APPROVED AND ADOPTED this 8th day of June, 2021 by the following vote:

AYES: Fuller, Higgins, Meadows, Pope, Williams

NOES:

ABSENT:

ABSTENTIONS:

APPROVED:


Sue Higgins, Mayor

6/9/21
Date

ATTEST: 

Libby Vreonis, City Clerk

City of Oakley Internal Controls

Introduction: With the adoption of the fiscal year budget the Team has concluded that this would be a perfect time to review the internal financial controls that are here at the City of Oakley. Historically, internal controls relied heavily on segregation of duties, which continues to be the heart of establishing good internal controls; but the accounting profession broadened the definition of internal controls to include establishing a control environment, risk assessment, the flow of information and communication and monitoring.

Control Environment: The control environment is the set of standards, processes and structures that provide the basis for carrying out internal controls across the entity. The control environment starts at the top of any organization. Ethical behavior and management integrity set the tone to establish the organization’s culture. The City of Oakley uses policies and procedures to promote and maintain a proper control environment.

Risk Assessment: Risk assessment is primarily handled by the Finance Department, although all supervisors and managers need to be aware of potential for fraud. You can see how important an organization’s ethical standards and employee culture are to this process.

Control Activities: This is the center of our internal controls. The following are examples of City of Oakley policies and procedures that have established to maintain internal control:

Purchasing and Accounts Payable.

- No invoice is processed without an approval signature and account coding.
- All purchases over \$10,000 require a purchase order approved by the Department Head, Finance Director and City Manager
- Only the Finance Director or City Manager can print checks.
- Blank checks are stored in a locked file cabinet at all times.
- Each accounts payable check number is accounted for through the Financial Accounting system.

Human Resources and Payroll

- Each Personnel Action Form, establishing employees’ wages and budget account numbers are signed by the Human Resources Manager, Finance Director and City Manager and verified with the adopted salary schedule.

- All blank checks are stored in a locked file cabinet at all times and required two signatures, the City Manager and Finance Director.
- All employees' timesheets are approved by a Department Head and supervisor if applicable.

Cash Receipts

- All receipts received in the Police Department will be entered into the Police cash register the same day. These receipts will be entered into the City's cash receipting system at the Community Services Counter at least once a week.
- All other receipts will be entered into the cash register located at Community Services Counter the same day.
- At end of each day a member of the Finance Department will close register, count cash, and reconcile for deposit. Finance Director will recount cash, log on to the daily log, place in a cash bag, and lock up in the Finance Director's office.
- All receipts (checks, cash and credit cards) are reconciled at the end of each day and the receipts are posted to the accounting system the following morning after review by the Senior Accountant.

Bank and Investment Reconciliations

- The general operating bank account, payroll bank account and successor agency bank account are reconciled monthly by the Senior Accountant that has no check preparation duties for the accounts. Canceled checks are not provided to the City although they are available online.
- The Finance Director reviews and signs each monthly bank reconciliation.
- The Local Agency Investment Fund (LAIF) and other investment pool accounts (CaITrust) are reconciled quarterly by the Senior Accountant.

General Ledger

- All journal entries are reviewed and signed by either the Finance Director or Senior Accountant.

Budget

- The City Manager and Finance Director must sign a budget amendment for all over-budget amounts, with adequate explanation.

Audits

- The City undergoes a yearly audit. As part of governmental auditing standards, the auditor must review and test the City's internal controls and issue a separate opinion on the City's internal control. The City has always received "clean" opinions on our financial report and on the auditors internal control report.

Flow of Information and Communication: Accessibility of financial information to all levels of the organization help to ensure correct and complete recording of financial transactions. Each day the Eden Accounting System, generates daily revenue status and detail reports, expenditure status and detail reports and purchase order status reports which are accessible to all department managers over the City's network.

Monitoring: Monitoring activities are primarily following up on situations or transactions that come to the Finance Department's attention when processing revenues and expenditures. By following up with the other departments, Team members realize that the City operates with tight controls. This helps set the tone that the Finance Department monitors department financial transactions.

Conclusion: I hope this quick summary of internal control concepts and specifically how the City works to safeguard the City of Oakley's assets, is helpful. The City's Finance Department employees take great pride in the City's great financial record and strive to continue maintaining effective internal controls, consistent with professional standard and practices, in a very dynamic environment.