



Council Chambers  
200 H Street  
Antioch, CA 94509

Closed Session - 2:00 P.M.  
Study Session/Special Meeting - 3:00 P.M.  
Regular Meeting - 7:00 P.M.

# ANNOTATED AGENDA

for

MAY 9, 2017

## Antioch City Council Special Meeting/Study Session and Regular Meeting

Sean Wright, Mayor  
Lamar Thorpe, Mayor Pro Tem  
Monica E. Wilson, Council Member  
Tony Tiscareno, Council Member  
Lori Ogorchock, Council Member

Arne Simonsen, City Clerk  
Donna Conley, City Treasurer

Ron Bernal, City Manager  
Michael G. Vigilia, City Attorney

*PLEASE TURN OFF CELL PHONES BEFORE ENTERING COUNCIL CHAMBERS.*

**Electronic Agenda Packet viewing at:** <http://www.ci.antioch.ca.us/CityGov/agendas/FindAgenda.asp>  
**With Project Plans at:** <http://ci.antioch.ca.us/CityGov/CommDev/PlanningDivision/docs/Project-Pipeline.pdf>  
**Hard Copy viewing at:** Antioch Public Library, 501 W 18th St, Antioch, CA  
**Online Viewing:** <http://www.ci.antioch.ca.us/CityGov/citycouncilmeetings.asp>

*Council meetings are televised live on Comcast Channel 24*

### Notice of Availability of Reports

This agenda is a summary of the actions proposed to be taken by the City Council. For almost every agenda item, materials have been prepared by the City staff for the Council's consideration. These materials include staff reports which explain in detail the item before the Council and the reason for the recommendation. The materials may also include resolutions or ordinances which are proposed to be adopted. Other materials, such as maps and diagrams, may also be included. All of these materials are available at the City Clerk's Office, located on the 3<sup>rd</sup> Floor of City Hall, 200 H Street, Antioch, CA 94509, during normal business hours for inspection and (for a fee) copying. Copies are also made available at the Antioch Public Library for inspection. Questions on these materials may be directed to the staff member who prepared them, or to the City Clerk's Office, who will refer you to the appropriate person.

### Notice of Opportunity to Address Council

The public has the opportunity to address the Council on each agenda item. To address the Council, fill out a yellow Speaker Request form, available on each side of the entrance doors, and place in the Speaker Card Tray. See the Speakers' Rules on the inside cover of this Agenda. Comments regarding matters not on this Agenda may be addressed during the "Public Comments" section.

**2:00 P.M.      ROLL CALL – CLOSED SESSION – for Council Members – *All Present***

**PUBLIC COMMENTS** for Closed Session – *None*

#### **CLOSED SESSION:**

- 1) CONFERENCE WITH LABOR NEGOTIATORS** – This Closed Session with the City's Labor Negotiators is authorized by California Government Code section 54957.6; City designated representatives: Nickie Mastay and Glenn Berkheimer; Employee organization: Antioch Public Works Employees' Association.

***No reportable action***

**3:02 P.M.      ROLL CALL – SPECIAL MEETING – for Council Members – *All Present***

**PLEDGE OF ALLEGIANCE**

#### **STUDY SESSION – SPECIAL MEETING**

- 1. CONTINUATION OF GENERAL FUND BUDGET FROM THE APRIL 25, 2017 SPECIAL MEETING**  
***Direction given to staff regarding budget adjustments***  
Recommended Action: It is recommended that the City Council provide feedback and direction regarding the budget development information provided for fiscal years 2017-19.

STAFF REPORT

STAFF REPORT

**5:08 P.M.      *ADJOURNED TO BREAK***

**5:16 P.M.      *RECONVENE. ROLL CALL for Council Members – All Present***

**6:35 P.M.      *ADJOURNED STUDY SESSION – SPECIAL MEETING***

**7:05 P.M. OR ROLL CALL – REGULAR MEETING – for Council Members**  
***following the***  
***Study Session/***  
***Special Meeting***  
***whichever is later.***

**PLEDGE OF ALLEGIANCE**

**2. PROCLAMATIONS**

- National Water Safety and Drowning Prevention Month, May 2017
- Community Resilience Challenge East Bay, May 2017

**Approved, 5/0**

Recommended Action: It is recommended that the City Council approve the proclamations.

STAFF REPORT

STAFF REPORT

**ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS**

**PUBLIC COMMENTS** – *Members of the public may comment only on unagendized items. The public may comment on agendized items when they come up on this Agenda.*

**CITY COUNCIL COMMITTEE REPORTS**

**MAYOR’S COMMENTS**

**3. CONSENT CALENDAR**

**A. APPROVAL OF SPECIAL MEETING/CLOSED SESSION MINUTES FOR APRIL 20, 2017**

**Approved, 5/0**

Recommended Action: It is recommended that the City Council approve the Special Meeting minutes.

STAFF REPORT

**B. APPROVAL OF COUNCIL MINUTES FOR APRIL 25, 2017**

**Approved, 5/0**

Recommended Action: It is recommended that the City Council approve the minutes.

STAFF REPORT

**C. APPROVAL OF COUNCIL WARRANTS**

**Approved, 5/0**

Recommended Action: It is recommended that the City Council approve the warrants.

STAFF REPORT

**D. REJECTION OF CLAIM: DONALD RAY ELLIS**

**Rejected, 5/0**

Recommended Action: It is recommended that the City Council reject the claim of Donald Ray Ellis which was received on April 17, 2017.

STAFF REPORT

**E. EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) 2017-APPROVAL AND ALLOCATION OF GRANT FUNDS**

**Reso. No. 2017/56 adopted, 5/0**

Recommended Action: It is recommended that the City Council adopt a resolution to approve the allocated Edward Byrne Memorial Justice Assistance Grant (JAG) 2017 funds to:

- 1) Pay for a portion of the salary and benefits for the Police Department Volunteer Coordinator; and
- 2) Fund the REACH Youth for Positive Change program, an enhancement of the Youth Intervention Program.

STAFF REPORT

**COUNCIL REGULAR AGENDA**

**4. SALES TAX CITIZENS' OVERSIGHT COMMITTEE APPOINTMENT**

***Appointed Elizabeth Householder for the partial-term vacancy expiring March 2018, 5/0***

Recommended Action: It is recommended that the City Council receive and file the application and the Mayor nominate and Council appoint a member to the Sales Tax Citizens' Oversight Committee for a partial term vacancy expiring March 2018.

STAFF REPORT

**5. APPROVING THE AGREEMENT WITH ROWLAND BERNAL JR. FOR CITY MANAGER SERVICES AND AUTHORIZING THE MAYOR TO SIGN THE AGREEMENT**

***Approved, 5/0***

Recommended Action: It is recommended that the City Council approve the Agreement with Rowland Bernal Jr. for City Manager Services and authorizing the Mayor to sign the Agreement.

STAFF REPORT

**6. AGREEMENT WITH COTA COLE AND HUBER LLP FOR INTERIM CITY ATTORNEY SERVICES**

***Reso. No. 2017/57 adopted, 5/0***

Recommended Action: It is recommended that the City Council adopt a resolution approving the Agreement with Cota Cole and Huber LLP to provide Interim City Attorney Services up to \$300,000 and authorize the Mayor to sign the Agreement.

STAFF REPORT

**7. AD HOC COMMITTEE FOR 2018 QUALITY OF LIFE BALLOT MEASURES**

***Created ad hoc committee with Council Members Wilson and Thorpe, 5/0***

Recommended Action: It is recommended that the City Council discuss and recommend the need for the Mayor to nominate and Council appoint a two (2) member Ad Hoc Committee for 2018 Quality of Life Ballot Measures.

STAFF REPORT

**8. COMMERCIAL NON-MEDICAL MARIJUANA USES WITHIN THE CITY OF ANTIOCH**

***Direction provided to staff***

Recommended Action: It is recommended that the City Council provide direction regarding commercial non-medical marijuana uses within the City of Antioch.

STAFF REPORT

**PUBLIC COMMENT**

**STAFF COMMUNICATIONS**

**COUNCIL COMMUNICATIONS AND FUTURE AGENDA ITEMS** – Council Members report out various activities and any Council Member may place an item for discussion and direction on a future agenda. Timing determined by Mayor and City Manager – no longer than 6 months.

**ADJOURNMENT – 8:31 p.m.**



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Special Meeting of May 9, 2017  
**TO:** Honorable Mayor and Members of the City Council  
**SUBMITTED BY:** Dawn Merchant, Finance Director  
**REVIEWED BY:** Ron Bernal, City Manager  
**SUBJECT:** Budget Development 2017-19

---

### **RECOMMENDED ACTION**

It is recommended that the City Council provide feedback and direction regarding the budget development information provided for fiscal years 2017-19.

### **STRATEGIC PURPOSE**

This action falls under Strategic Plan Long Term Goal O: Achieve and maintain financial stability and transparency. This action is essential to Strategy O-1: Improve the City's financial stability by implementing a two year budget cycle and ensuring that each fiscal year's budget is balanced. Specific Short Term Objectives include:

- Adopt a two-year balanced budget and do not rely on potential savings to close the "gap" at year end.

### **FISCAL IMPACT**

The fiscal impact of this budget is outlined in this report and attachments.

### **DISCUSSION**

The purpose of this report is to continue the budget discussion from the April 11<sup>th</sup> an 25<sup>th</sup> study sessions; specifically to provide Council with the line item revenue and expenditure budgets that roll into the departmental budget summaries provided to Council on April 11th and get direction from Council on the budget.

Following are the items not included in the General Fund budget for Council direction.

### **Items for Council Direction Not Included in General Fund Budget**

#### 1. LIBRARY FUNDING

According to County Librarian Melinda Cervantes, in order to provide 35 hours per week (an increase of 7 hours per week), projected facility maintenance costs for FY18 would be \$150,900 that the City would have to pay. This estimated cost is comprised of building occupancy costs and annual maintenance.

Council requested that a presentation from the County library occur at future meeting before a funding decision will be made. Staff will work with the library to have a presentation made before the conclusion of the budget process so any expenditure proposed by Council can be included in the Final Budget document.

## 2. ADDITIONAL FUNDING FOR ARTS & CULTURAL FOUNDATION

On March 14<sup>th</sup>, City Council approved a services agreement with the Arts & Cultural Foundation (ACFA). The report provided to Council indicated that \$58,000 would be available in Transient Occupancy Tax (TOT) funds allocated to the Civic Arts Fund in fiscal year 2018 and \$39,000 in fiscal year 2019. Fiscal year 2017 funding provided is \$51,100. Staff requested direction if Council agreed with the proposed level of funding and that anything additional would have to be provided out of the General Fund. Diane Gibson-Gray, the Executive Director of the Foundation spoke and stated that the funding would provide for a three day work week for her programs for at least the next two years and that was acceptable to her as she was unsure if she wanted to work more days.

Ms. Gibson-Gray has indicated that one additional day of staffing to four-days per week without using ACFA reserves, which currently stand at \$20,000, would be \$13,000 for FY18 and \$32,000 for FY19. Items that would also be added to the ACFA's contract would include: event and/or fiscal support for Dr. Martin Luther King Jr, Black History Month, Coastal Cleanup, Keep Antioch Beautiful, 4th of July, Holiday De Lites Parade and support city events and community organizations as needed.

Staff cautions Council about providing more funding at this time due to current General Fund projections.

## 3. FUNDING FOR SPECIAL EVENTS

On March 28<sup>th</sup>, City Council discussed funding to Celebrate Antioch Foundation for 4<sup>th</sup> of July and Holiday DeLites. While this item was directed to be brought back pending further information from the Foundation, Councilwoman Wilson requested that special event funding be discussed during the budget process. The City has no dedicated revenue source available to provide annual funding for events. Any funding provided would have to come directly from the General Fund. Any funding provided will reduce projected surplus revenues in fiscal year 2018 and any funding provided in fiscal year 2019 would enlarge the deficit spending in that year.

We are requesting specific direction on providing funding to the Celebrate Antioch Foundation, and if so, how much to include in the budget. The group has requested \$20,000. Direction is also requested on if the Council would like to dedicate any budget monies in FY18 and/or FY19 for special event funding.

4. Staffing included and requests not included in the budget were outlined in the April 11<sup>th</sup> report. While we unfortunately ran out of time to fully discuss, Councilmember Ogorchock stated she would like to hold off on any hiring

decisions and Mayor Wright mentioned he would like to see the Police Sworn staffing at 104 to meet the community promise of 22 officers hired. Specific direction is requested on staffing from Council so that any changes can be incorporated into the budget going forward as we work towards finalizing the budget document. Positions for direction:

**Positions Requested But Not Included In Proposed Budget (from April 11<sup>th</sup>):**

- a. One (1) Assistant/Associate Planner at a General Fund budget impact of approximately \$140,000.
- b. One (1) Development Services/Engineering Technician in the Building Department at a General Fund budget impact of approximately \$130,000.
- c. One additional Code Enforcement Officer at a General Fund budget impact of \$150,000.

**Reclassification and Additional Position Included in Proposed Budget (from April 11<sup>th</sup>):**

- d. Funding of one (1) additional Police Sergeant in lieu of a vacant Police Officer position. This is just a reclassification of an existing funded position and the cost will be covered by the elimination of one vacant funded Community Service Officer (CSO) position.

Councilmember Ogorchock stated she would like to keep the CSO position in the budget still if possible. Adding back that position to the General Fund budget would cost \$104,052 (assuming Step A).

- e. Funding of one (1) additional Police Officer position to bring the total sworn funded positions to 103. This is a budget neutral request. The Police Department will be implementing schedule changes in the new fiscal year which will reduce budgeted overtime costs. This reduction will allow funding of one additional position. If the Council wishes to remain at 102 sworn positions, the savings to the proposed budgeted expenditures would be \$163,895 in FY18 and \$185,855 in FY19 for an Officer budgeted at Step A in the PEPRA retirement tier.

**Additional Police Officer Position (New-Mentioned on April 11th):**

- f. If the Council would like to add a 104<sup>th</sup> Police Officer position, the FY18 cost would be \$163,895 and FY19 would be \$185,855 assuming Step A in the PEPRA retirement tier.

**Part-Time Finance Department Part-Time Help Request (New):**

- g. The contract with MuniServices for Business License discovery ends in February 2018 at which time the one Business License Representative will be responsible for all business license efforts, including recovery of any outstanding Measure O letters and discovery of new landlords and other business types. This position already has an extreme workload as business license is more than just rentals. New applications, renewals, cancellations, and business owner inquiries are a daily process and the

City has over 9,800 active business licenses. Staff is requesting to add a part-time position to assist in business license processing and recovery efforts. This would be a budget impact of \$18,600 in both the FY18 and FY19 budgets.

#### 5. UPDATE TO THE CITY'S 2005 COST ALLOCATION PLAN

The City has a Cost Allocation Plan which was completed in 2005 that determined the cost of internal City services provided to other departments of the City. This plan provides a mechanism to recover the cost of City services provided to departments not only within the General Fund, but to the City's other fund types – Special Revenue, Capital Project, Debt Service and Enterprise to ensure all departments are paying for their fair share of services provided. Most agencies that utilize a plan update it periodically (every five years for example) to ensure costs are being captured for any organizational or operational changes. The City has not updated its plan since it was initially approved – twelve years ago. The City would like to update its plan, which would require issuing a request for proposal, selecting a firm and then working with that firm to update the plan. Staff estimates that it would cost up to \$75,000, which would be a one-time cost until such time the plan is updated again. Council direction is requested for including this cost in the FY18 budget.

#### **Proposed Budgets**

Since the last budget summary was presented, the Police Department has learned that they are eligible to receive Edward Byrne Memorial Justice Assistance grant funds passed through Contra Costa County. The Police has received this grant funding for the last several years, but the proposed budget did not include this grant funding in FY18 as the current grant is expiring and the Police had not received information from the County about a new grant cycle. FY18 revenues have been revised to include \$72,600 in the form of a Transfer In from the Byrne Grant Special Revenue Fund. This additional revenue results in an increased surplus in FY18 now projected at \$663,206.

The revised budget summary incorporating the increase in Transfers In is presented in Chart A below.

**CHART A  
 GENERAL FUND BUDGET SUMMARY**

	<b>June 30, 2017 Revised</b>	<b>June 30, 2018 Proposed</b>	<b>June 30, 2019 Proposed</b>
<b>Projected Fund Balance July 1,</b>	<b>\$22,904,428</b>	<b>\$25,507,841</b>	<b>\$26,171,047</b>
<b>Revenues:</b>			
Taxes	38,201,144	38,802,589	40,054,252
<b>Taxes – Measure C</b>	<b>6,689,658</b>	<b>6,856,900</b>	<b>7,028,325</b>
Licenses & Permits	1,210,113	1,210,000	1,210,000
Fines & Penalties	80,500	58,000	58,000
Investment Income & Rentals	538,045	540,000	540,000
Revenue from Other Agencies	627,187	1,012,631	222,500
Current Service Charges	1,987,717	1,424,526	1,457,382
Other Revenue	2,307,949	1,387,540	725,040
Transfers In	3,690,710	2,979,747	2,902,833
<b>Total Revenues</b>	<b>55,333,023</b>	<b>54,271,933</b>	<b>54,198,332</b>
<b>Expenditures:</b>			
Legislative & Administrative	853,256	1,176,587	781,721
Finance	43,750	27,397	31,816
Nondepartmental	475,254	152,638	361,212
Public Works	7,772,213	7,543,596	7,701,047
Police Services	28,950,094	30,536,183	35,533,209
<b>Police Services – Measure C</b>	<b>8,985,650</b>	<b>7,803,760</b>	<b>6,403,241</b>
Police Services – Animal Support	501,222	729,991	873,735
Recreation/Community Services	1,202,151	1,133,817	1,240,968
Community Development	3,416,020	3,925,643	3,314,889
<b>Code Enforcement – Measure C</b>	<b>530,000</b>	<b>579,115</b>	<b>625,084</b>
<b>Total Expenditures</b>	<b>52,729,610</b>	<b>53,608,727</b>	<b>56,866,922</b>
<b>Net</b>	<b>2,603,413</b>	<b>663,206</b>	<b>(2,668,590)</b>
<b>Projected Fund Balance June 30,</b>	<b>\$25,507,841</b>	<b>\$26,171,047</b>	<b>\$23,502,457</b>
Committed for Police Services – Measure C	1,525,975	0	0
Committed for Compensated Absences	97,710	115,000	115,000
Committed for Litigation Reserve	500,000	500,000	500,000
<b>Unassigned Reserve %</b>	<b>42.26%</b>	<b>47.09%</b>	<b>42.10%</b>

Council has requested to see the line item revenue and expenditure budgets which roll into the total summary expenditures by department above. That detail is provided in Attachment A.

## **NEXT STEPS**

Staff will incorporate any changes requested into the budget document and provide the revisions at a future budget meeting. The next budget meeting is tentatively scheduled for May 23<sup>rd</sup>. Council will need to discuss if a meeting should also be held prior to that date and at what time to hold the next session (s).

The final document incorporating all budgets that have been presented will be brought for Council consideration on June 27, 2017. The City must adopt a budget by June 30, 2017.

## **ATTACHMENTS**

- A. Line Item Revenue and Expenditure Detail by Fund and Department

**BUDGET  
STUDY SESSION  
MAY 9, 2017**

# **Legislative & Administrative Budget Detail**

- ❖ City Council
- ❖ City Attorney
- ❖ City Manager
- ❖ City Clerk
- ❖ City Treasurer
- ❖ Human Resources
- ❖ Economic Development

**LEGISLATIVE AND ADMINISTRATIVE**

**LEGISLATIVE AND ADMINISTRATIVE SUMMARY**

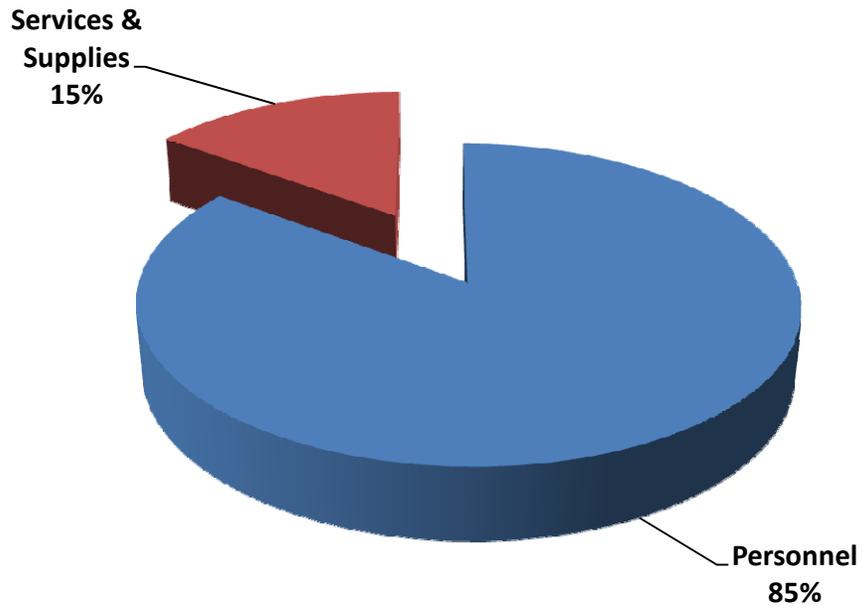
	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Revised	2017-18 Proposed	2018-19 Proposed	% Change	% Change
<b>SOURCE OF FUNDS:</b>									
Billings to Departments	187,883	190,366	203,842	257,578	257,490	258,026	275,882	0%	7%
Charges for Services	0	0	0	0	12,511	0	0	0%	0%
Miscellaneous Revenue	5,425	8,735	497	0	9,327	0	0	-100%	0%
<b>TOTAL SOURCE OF FUNDS</b>	<b>193,308</b>	<b>199,101</b>	<b>204,339</b>	<b>257,578</b>	<b>279,328</b>	<b>258,026</b>	<b>275,882</b>	<b>-8%</b>	<b>7%</b>
<b>USE OF FUNDS:</b>									
Personnel	1,680,129	1,735,455	1,710,976	2,356,684	2,354,184	2,581,635	2,526,638	10%	-2%
Services & Supplies	1,030,814	649,368	909,886	963,542	965,357	1,029,135	982,907	7%	-4%
Internal Services	(1,729,506)	(1,832,850)	(1,916,390)	(2,482,356)	(2,479,492)	(2,434,183)	(2,727,824)	-2%	12%
<b>TOTAL USE OF FUNDS</b>	<b>981,437</b>	<b>551,973</b>	<b>704,472</b>	<b>837,870</b>	<b>840,049</b>	<b>1,176,587</b>	<b>781,721</b>	<b>40%</b>	<b>-34%</b>

	Funded 2016-17	Funded 2017-18	Funded 2018-19
<b>Authorized &amp; Funded FTE's:</b>			
City Council	5.00	5.00	5.00
City Attorney	2.00	2.00	2.00
City Manager	2.50	2.50	2.50
City Clerk	2.00	2.00	2.00
City Treasurer	1.15	1.15	1.15
Human Resources	4.00	4.00	4.00
Economic Development	1.00	1.00	1.00
<b>Total Funded FTE's</b>	<b>17.65</b>	<b>17.65</b>	<b>17.65</b>

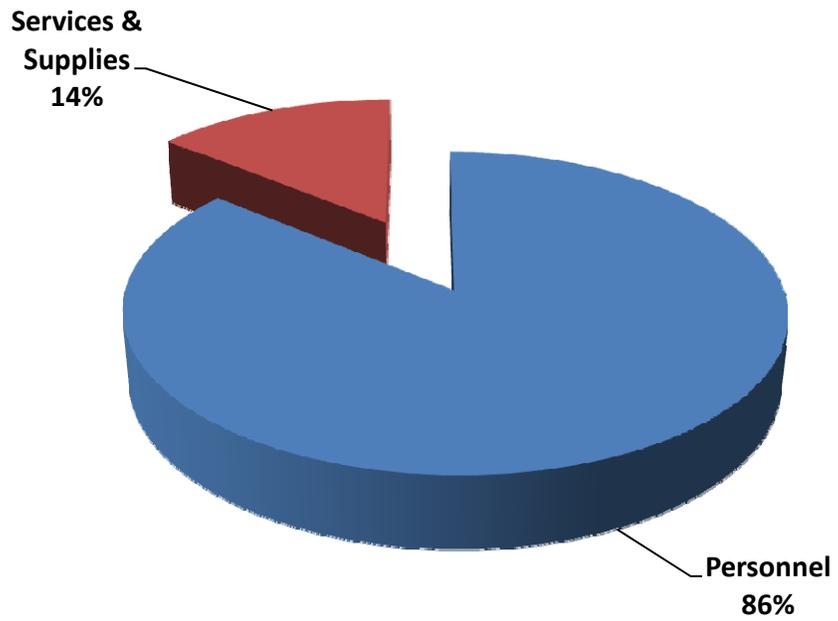
<b>CITY COUNCIL - 100-1110</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1001110	Regular Salaries	56,472	56,472	56,472		56,472	
1001110	Part-Time Help	2,000	2,000	2,000		2,000	
1001110	Retirement-Medicare	1,520	1,520	1,600		1,600	
1001110	Retirement-PARS	1,330	1,330	1,500		1,500	
1001110	Cafeteria Plan	47,930	47,930	47,930		58,755	
1001110	Workers' Compensation	1,320	1,320	1,200		1,200	
1001110	Allowances	24,600	24,600	25,800		25,800	
<b>Total Personnel Services</b>		<b>135,172</b>	<b>135,172</b>	<b>136,502</b>	<b>1%</b>	<b>147,327</b>	<b>8%</b>
<b>Services &amp; Supplies</b>							
1001110	Operating Supplies	1,000	890	1,000		1,000	
1001110	Postage	50	50	50		50	
1001110	Printing	150	150	150		150	
1001110	Contracts - Prof/Commercial	10,000	10,000	0		0	
1001110	Equipment Rental/Maint	1,750	1,750	1,750		1,750	
1001110	Computer Operation Support	1,190	1,190	1,327		1,388	
1001110	Tele-Software/Maint	1,712	1,712	1,648		1,691	
1001110	Tele-Long Dist/Line Chgs	50	50	50		50	
1001110	Business Expense	2,000	2,000	2,000		2,000	
1001110	Conferences/Dues	6,000	6,110	8,500		8,500	
1001110	Mayors Conference	5,000	5,000	7,500		7,500	
<b>Total Services &amp; Supplies</b>		<b>28,902</b>	<b>28,902</b>	<b>23,975</b>	<b>-17%</b>	<b>24,079</b>	<b>0%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>164,074</b>	<b>164,074</b>	<b>160,477</b>	<b>-2%</b>	<b>171,406</b>	<b>7%</b>
<b>Cost Allocation:</b>							
1001110	Building Use Allowance	2,949	2,949	2,949		2,949	
1001110	Equipment Use Allowance	802	802	802		802	
1001110	City Wide Admin	-152,004	-151,541	-146,709		-157,179	
<b>Total Cost Allocation</b>		<b>-148,253</b>	<b>-147,790</b>	<b>-142,958</b>	<b>-3%</b>	<b>-153,428</b>	<b>4%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>15,821</b>	<b>16,284</b>	<b>17,519</b>	<b>8%</b>	<b>17,978</b>	<b>10%</b>

<b>CITY COUNCIL (100-1110)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Use of Funds:</b>						
Personnel	135,172	135,172	136,502	1%	147,327	8%
Services & Supplies	28,902	28,902	23,975	-17%	24,079	0%
Internal Services	(148,253)	(147,790)	(142,958)	-3%	(153,428)	7%
<b>Total Use of Funds</b>	<b>15,821</b>	<b>16,284</b>	<b>17,519</b>	<b>8%</b>	<b>17,978</b>	<b>3%</b>
Elected Officials	5.00	5.00	5.00		5.00	

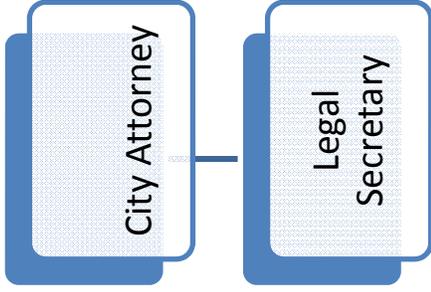
### City Council 17/18 Expenditure Categories



### City Council 18/19 Expenditure Categories



**CITY ATTORNEY**

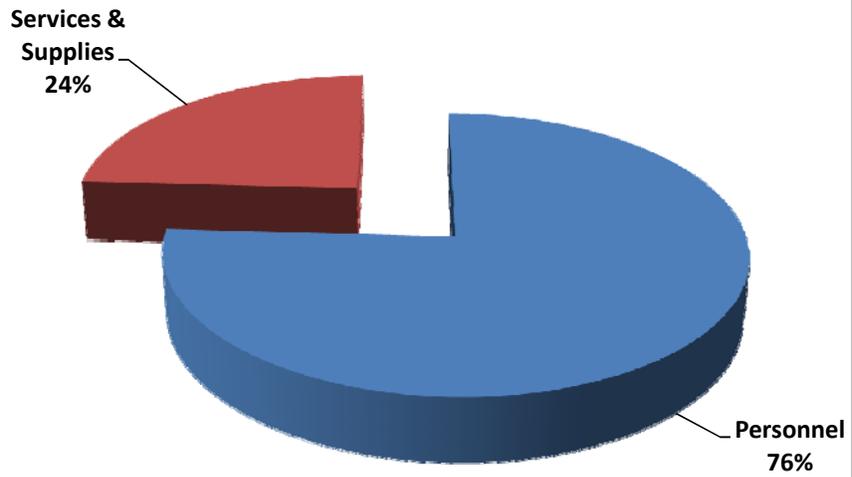


# of Funded Positions	# of Filled Positions	# of Vacant Positions
2.00	2.00	0.00

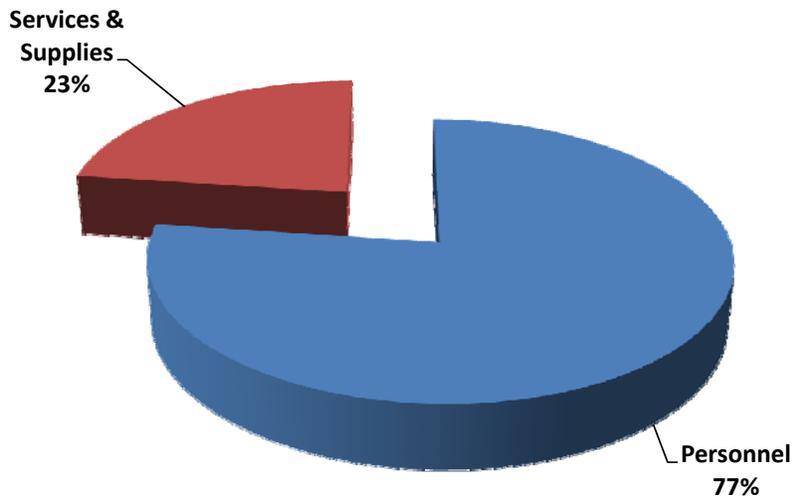
<b>CITY ATTORNEY - 100-1120</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1001120	Regular Salaries	324,770	324,770	257,665		268,285	
1001120	Retirement-PERS	99,117	99,117	82,442		97,190	
1001120	Retirement-Medicare	5,019	5,019	3,690		4,115	
1001120	Retirement-Deferred Comp	11,865	11,865	10,333		10,600	
1001120	Cafeteria Plan	51,274	51,274	41,660		43,660	
1001120	Retiree Medical	46,695	46,695	37,164		38,675	
1001120	Life Insurance/EAP	364	364	220		235	
1001120	Workers' Compensation	7,324	7,324	4,860		6,065	
1001120	Allowances	4,800	4,800	4,800		4,800	
<b>Total Personnel Services</b>		<b>551,228</b>	<b>551,228</b>	<b>442,834</b>	<b>-20%</b>	<b>473,625</b>	<b>7%</b>
<b>Services &amp; Supplies</b>							
1001120	Office Supplies	150	150	300		300	
1001120	Operating Supplies	300	300	300		300	
1001120	Postage	530	530	530		530	
1001120	Printing	200	200	200		200	
1001120	Copier	1,630	1,630	1,630		800	
1001120	Books & Periodicals	2,000	3,000	2,000		2,000	
1001120	Contracts - Prof/Commercial	129,500	128,500	125,000		125,000	
1001120	Equipment Rental/Maint	150	150	300		300	
1001120	Maintenance Contracts	635	635	635		635	
1001120	Computer Operation Support	5,353	5,353	6,100		6,481	
1001120	Tele-Software/Maint	1,712	1,712	1,648		1,691	
1001120	Tele-Long Dist/Line Chgs	100	100	100		100	
1001120	Business Expense	2,450	1,850	300		300	
1001120	Conferences/Dues	2,000	2,600	2,000		2,000	
<b>Total Services &amp; Supplies</b>		<b>146,710</b>	<b>146,710</b>	<b>141,043</b>	<b>-4%</b>	<b>140,637</b>	<b>0%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>697,938</b>	<b>697,938</b>	<b>583,877</b>	<b>-16%</b>	<b>614,262</b>	<b>5%</b>
<b>Cost Allocation:</b>							
1001120	Building Use Allowance	1,180	1,180	1,180		1,180	
1001120	Equipment Use Allowance	125	125	125		125	
1001120	City Wide Admin	-640,021	-639,594	-534,477		-567,255	
<b>Total Cost Allocation</b>		<b>-638,716</b>	<b>-638,289</b>	<b>-533,172</b>	<b>-16%</b>	<b>-565,950</b>	<b>6%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>59,222</b>	<b>59,649</b>	<b>50,705</b>	<b>-15%</b>	<b>48,312</b>	<b>-5%</b>

<b>CITY ATTORNEY (100-1120)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Legal Fees	0	12,511	0	-100%	0	0%
Miscellaneous Revenue	0	162	0	-100%	0	0%
<b>Total Source of Funds</b>	<b>0</b>	<b>12,673</b>	<b>0</b>	<b>-100%</b>	<b>0</b>	<b>0%</b>
<b>Use of Funds:</b>						
Personnel	551,228	551,228	442,834	-20%	473,625	7%
Services & Supplies	146,710	146,710	141,043	-4%	140,637	0%
Internal Services	(638,716)	(638,289)	(533,172)	-16%	(565,950)	6%
<b>Total Use of Funds</b>	<b>59,222</b>	<b>59,649</b>	<b>50,705</b>	<b>-15%</b>	<b>48,312</b>	<b>-5%</b>
Funded FTE's	2.00	2.00	2.00		2.00	

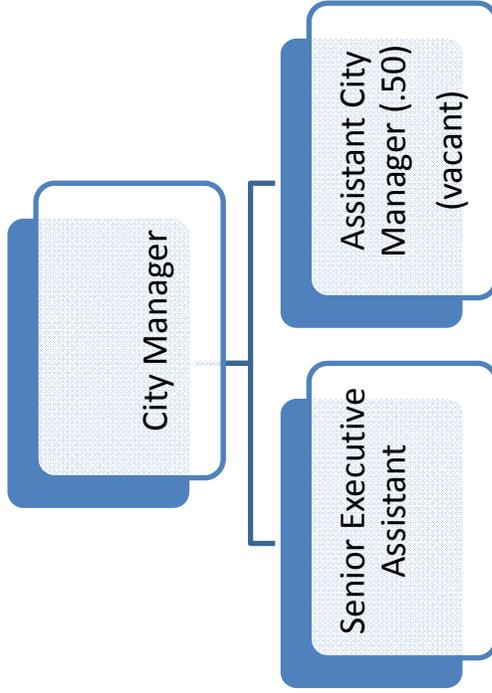
**City Attorney 17/18 Expenditure Categories**



**City Attorney 18/19 Expenditure Categories**



## CITY MANAGER

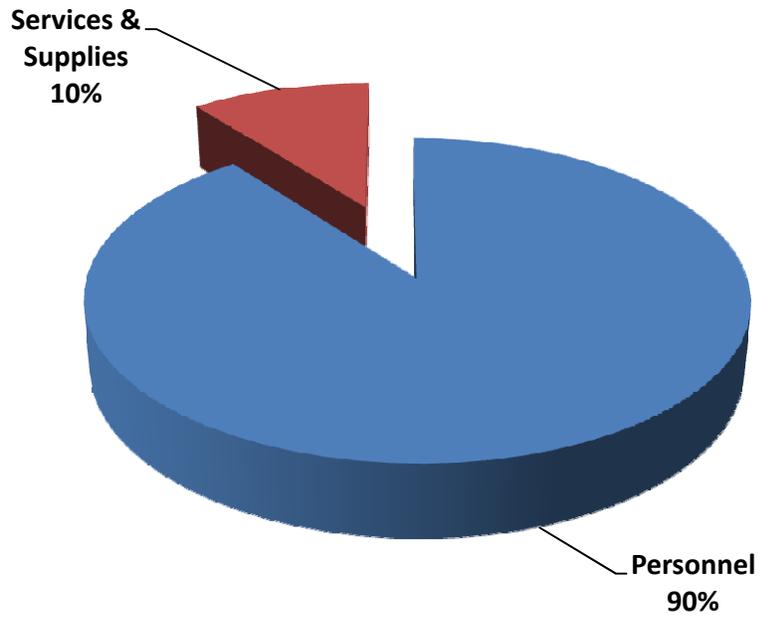


# of Funded Positions	# of Filled Positions	# of Vacant Positions
2.50	2.00	0.50

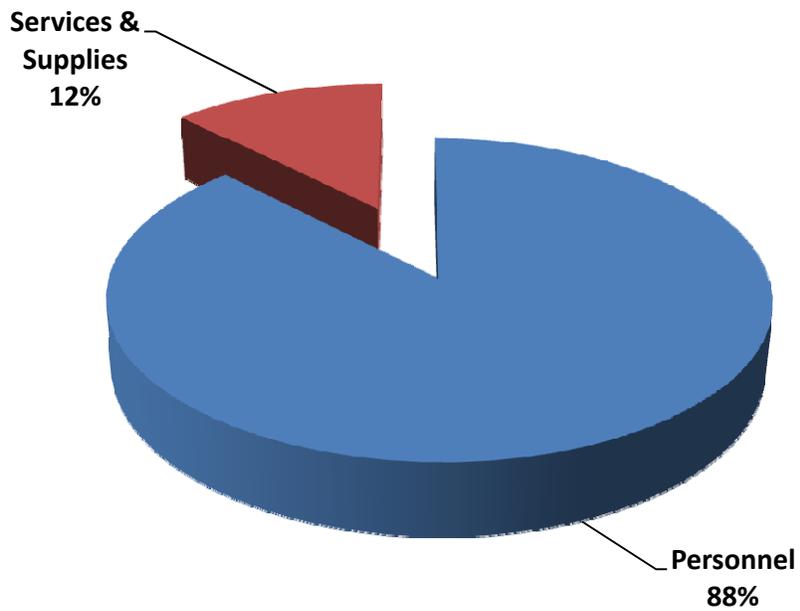
<b>CITY MANAGER - 100-1130</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1001130	Regular Salaries	392,413	392,413	615,568		447,320	
1001130	Retirement-PERS	122,084	122,084	141,185		164,985	
1001130	Retirement-Medicare	6,195	6,195	9,570		7,130	
1001130	Retirement-Deferred Comp	17,765	17,765	26,744		18,165	
1001130	Cafeteria Plan	38,656	38,656	61,345		48,875	
1001130	Retiree Medical	56,368	56,368	62,495		64,425	
1001130	Life Insurance/EAP	135	135	288		295	
1001130	Workers' Compensation	31,027	31,027	25,328		32,810	
1001130	Allowances	9,050	9,050	14,225		9,000	
<b>Total Personnel Services</b>		<b>673,693</b>	<b>673,693</b>	<b>956,748</b>	<b>42%</b>	<b>793,005</b>	<b>-17%</b>
<b>Services &amp; Supplies</b>							
1001130	Office Supplies	3,000	2,950	2,400		2,400	
1001130	Postage	200	250	200		200	
1001130	Copier	1,630	1,630	1,630		1,000	
1001130	Contracts - Prof/Commercial	27,725	27,725	25,000		25,000	
1001130	Equipment Rental/Maint	1,600	1,600	1,600		1,600	
1001130	Computer Operation Support	25,775	25,775	30,315		31,687	
1001130	Tele-Software/Maint	4,110	4,110	3,956		4,059	
1001130	Tele-Long Dist/Line Chgs	100	100	100		100	
1001130	Business Expense	4,000	4,300	2,500		2,500	
1001130	Special Projects	21,531	20,651	20,000		20,000	
1001130	Conferences/Dues	5,770	6,350	5,000		5,000	
1001130	Public Information	20,000	20,000	18,000		18,000	
<b>Total Services &amp; Supplies</b>		<b>115,441</b>	<b>115,441</b>	<b>110,701</b>	<b>-4%</b>	<b>111,546</b>	<b>1%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>789,134</b>	<b>789,134</b>	<b>1,067,449</b>	<b>35%</b>	<b>904,551</b>	<b>-15%</b>
<b>Cost Allocation:</b>							
1001130	Building Use Allowance	2,359	2,359	2,359		2,359	
1001130	Equipment Use Allowance	1,262	1,262	1,262		1,262	
1001130	City Wide Admin	-738,333	-737,555	-827,644		-874,751	
<b>Total Cost Allocation</b>		<b>-734,712</b>	<b>-733,934</b>	<b>-824,023</b>	<b>12%</b>	<b>-871,130</b>	<b>6%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>54,422</b>	<b>55,200</b>	<b>243,426</b>	<b>341%</b>	<b>33,421</b>	<b>-86%</b>

<b>CITY MANAGER (100-1130)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Use of Funds:</b>						
Personnel	673,693	673,693	956,748	42%	793,005	-17%
Services & Supplies	115,441	115,441	110,701	-4%	111,546	1%
Internal Services	(734,712)	(733,934)	(824,023)	12%	(871,130)	6%
<b>Total Use of Funds</b>	<b>54,422</b>	<b>55,200</b>	<b>243,426</b>	<b>341%</b>	<b>33,421</b>	<b>-86%</b>
Funded FTE's	2.50	2.50	2.50		2.50	

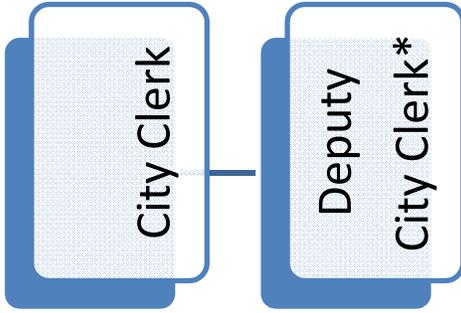
### City Manager 17/18 Expenditure Categories



### City Manager 18/19 Expenditure Categories



**CITY CLERK**



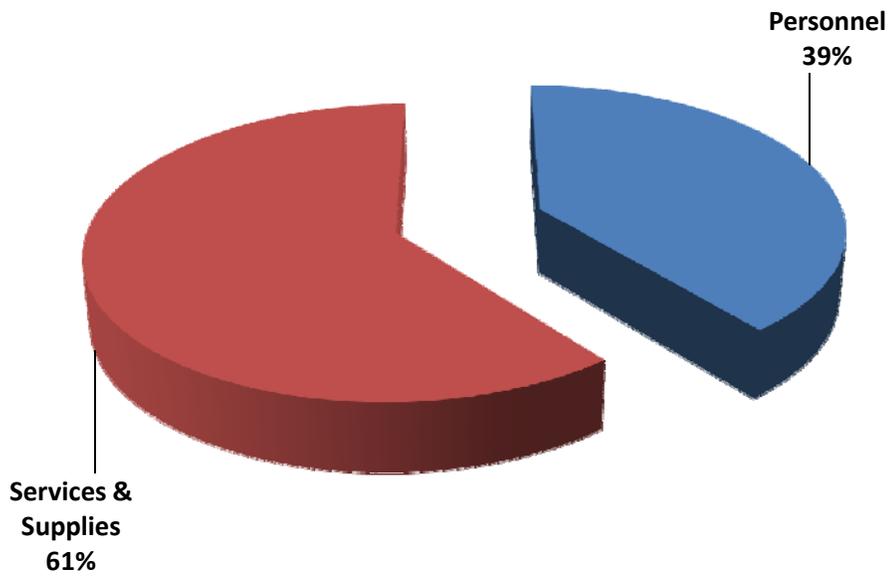
# of Funded Positions	# of Filled Positions	# of Vacant Positions
2.00	0.00	0.00

\*Deputy City Clerk reports to Administrative Services Director

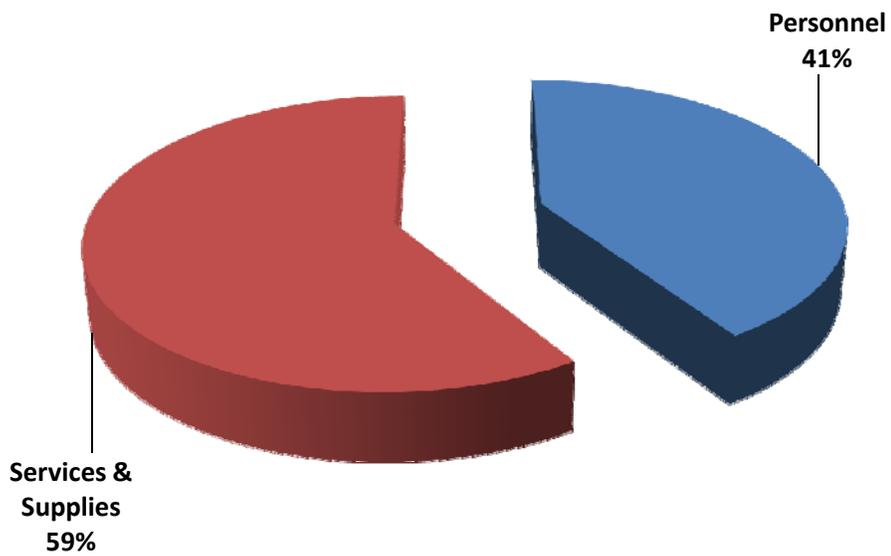
<b>CITY CLERK - 100-1140</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1001140	Regular Salaries	78,061	78,061	80,015		83,175	
1001140	Part-Time Help	3,000	0	3,000		3,000	
1001140	Overtime	0	900	0		0	
1001140	Retirement-PERS	21,722	21,722	23,110		26,920	
1001140	Retirement-Medicare	1,335	1,335	1,375		1,405	
1001140	Retirement-PARS	270	270	272		272	
1001140	Retirement-Deferred Comp	1,500	1,500	900		900	
1001140	Cafeteria Plan	23,180	22,780	22,800		23,900	
1001140	Retiree Medical	11,452	11,452	10,050		12,015	
1001140	Life Insurance/EAP	234	234	237		245	
1001140	Workers' Compensation	2,097	2,097	1,650		1,885	
1001140	Allowances	4,200	4,200	4,200		4,200	
<b>Total Personnel Services</b>		<b>147,051</b>	<b>144,551</b>	<b>147,609</b>	<b>2%</b>	<b>157,917</b>	<b>7%</b>
<b>Services &amp; Supplies</b>							
1001140	Office Supplies	500	500	500		500	
1001140	Operating Supplies	2,579	2,579	2,112		1,090	
1001140	Postage	400	212	400		400	
1001140	Printing	700	700	1,700		700	
1001140	Copier	1,630	1,630	1,630		500	
1001140	Published Notices	5,500	7,100	5,500		5,500	
1001140	Books & Periodicals	200	200	300		450	
1001140	Elections	66,153	66,153	155,040		156,510	
1001140	Contracts - Prof/Commercial	10,800	11,873	21,500		21,500	
1001140	Equipment Rental/Maint	500	500	500		500	
1001140	Temporary Help-Agencies	20,000	20,000	19,500		19,500	
1001140	Computer Operation Support	7,791	7,791	8,884		9,443	
1001140	Tele-Software/Maint	2,055	2,055	1,978		2,029	
1001140	Tele-Long Dist/Line Chgs	20	65	20		20	
1001140	Business Expense	500	470	500		500	
1001140	Conferences/Dues	13,462	13,462	9,100		9,500	
<b>Total Services &amp; Supplies</b>		<b>132,790</b>	<b>135,290</b>	<b>229,164</b>	<b>69%</b>	<b>228,642</b>	<b>0%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>279,841</b>	<b>279,841</b>	<b>376,773</b>	<b>35%</b>	<b>386,559</b>	<b>3%</b>
<b>Cost Allocation:</b>							
1001140	Building Use Allowance	1,180	1,180	1,180		1,180	
1001140	Equipment Use Allowance	684	684	684		684	
1001140	City Wide Admin	-255,773	-255,458	-200,274		-375,534	
<b>Total Cost Allocation</b>		<b>-253,909</b>	<b>-253,594</b>	<b>-198,410</b>	<b>-22%</b>	<b>-373,670</b>	<b>88%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>25,932</b>	<b>26,247</b>	<b>178,363</b>	<b>580%</b>	<b>12,889</b>	<b>-93%</b>

<b>CITY CLERK (100-1140)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Miscellaneous Revenue	0	9,165	0	-100%	0	0%
<b>Total Source of Funds</b>	<b>0</b>	<b>9,165</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>
<b>Use of Funds:</b>						
Personnel	147,051	144,551	147,609	2%	157,917	7%
Services & Supplies	132,790	135,290	229,164	69%	228,642	0%
Internal Services	(253,909)	(253,594)	(198,410)	-22%	(373,670)	88%
<b>Total Use of Funds</b>	<b>25,932</b>	<b>26,247</b>	<b>178,363</b>	<b>580%</b>	<b>12,889</b>	<b>-93%</b>
Funded FTE's	2.00	2.00	2.00		2.00	

### City Clerk 17/18 Expenditure Categories



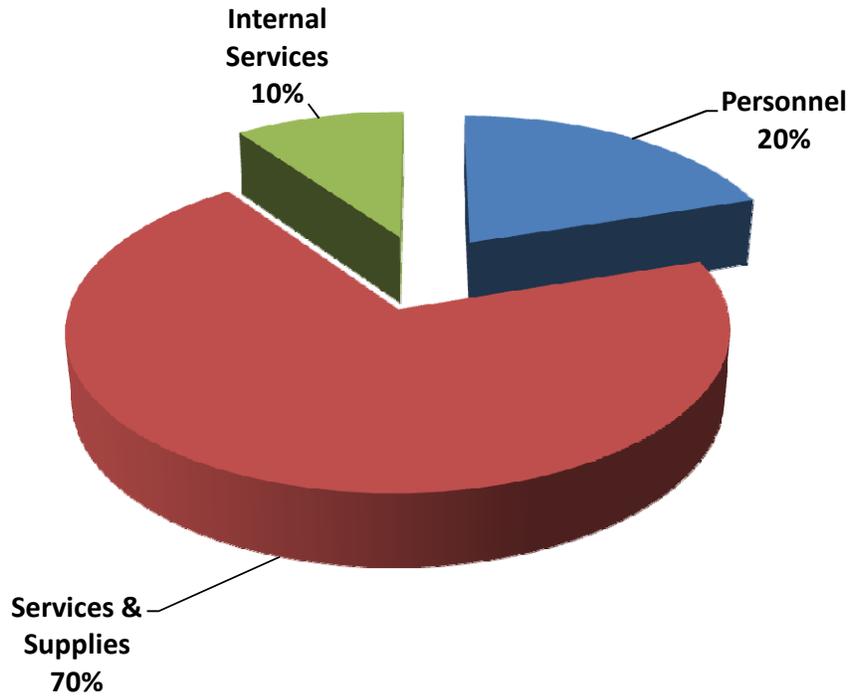
### City Clerk 18/19 Expenditure Categories



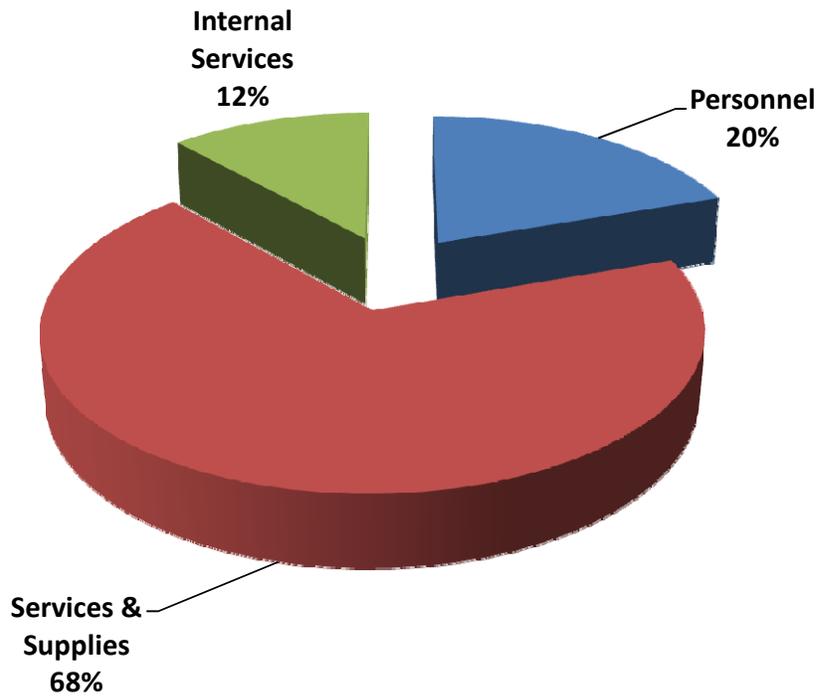
<b>CITY TREASURER - 100-1150</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1001150	Regular Salaries	26,907	26,907	27,540		28,355	
1001150	Retirement-PERS	4,813	4,813	5,130		6,100	
1001150	Retirement-Medicare	543	543	590		605	
1001150	Retirement-PARS	270	270	273		273	
1001150	Retirement-Deferred Comp	1,141	1,141	565		590	
1001150	Cafeteria Plan	10,665	10,665	9,180		9,580	
1001150	Retiree Medical	2,285	2,285	2,355		2,470	
1001150	Workers' Compensation	1,900	1,900	1,530		1,960	
1001150	Allowances	4,440	4,440	4,440		4,440	
<b>Total Personnel Services</b>		<b>52,964</b>	<b>52,964</b>	<b>51,603</b>	<b>-3%</b>	<b>54,373</b>	<b>5%</b>
<b>Services &amp; Supplies</b>							
1001150	Postage	35	25	25		25	
1001150	Printing	100	0	0		0	
1001150	Contracts - Prof/Commercial	94,520	94,000	97,000		100,000	
1001150	Computer Operation Support	3,071	3,071	3,498		3,715	
1001150	Bank Charges	79,570	79,570	80,000		85,000	
1001150	Tele-Software/Maint	390	390	376		385	
1001150	Tele-Long Dist/Line Chgs	5	5	5		5	
1001150	Business Expense	155	100	100		100	
<b>Total Services &amp; Supplies</b>		<b>177,846</b>	<b>177,161</b>	<b>181,004</b>	<b>2%</b>	<b>189,230</b>	<b>5%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>230,810</b>	<b>230,125</b>	<b>232,607</b>	<b>1%</b>	<b>243,603</b>	<b>5%</b>
<b>Cost Allocation:</b>							
1001150	Building Use Allowance	590	590	590		590	
1001150	City Wide Admin	26,612	26,775	24,829		31,689	
<b>Total Cost Allocation</b>		<b>27,202</b>	<b>27,365</b>	<b>25,419</b>	<b>-7%</b>	<b>32,279</b>	<b>27%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>258,012</b>	<b>257,490</b>	<b>258,026</b>	<b>0%</b>	<b>275,882</b>	<b>7%</b>

<b>CITY TREASURER (100-1150)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Billings to Departments	257,578	257,490	258,026	0%	275,882	7%
<b>Total Source of Funds</b>	<b>257,578</b>	<b>257,490</b>	<b>258,026</b>	<b>0%</b>	<b>275,882</b>	<b>7%</b>
<b>Use of Funds:</b>						
Personnel	52,964	52,964	51,603	-3%	54,373	5%
Services & Supplies	177,846	177,161	181,004	2%	189,230	5%
Internal Services	27,202	27,365	25,419	-7%	32,279	27%
<b>Total Use of Funds</b>	<b>258,012</b>	<b>257,490</b>	<b>258,026</b>	<b>0%</b>	<b>275,882</b>	<b>7%</b>
Funded FTE's	1.15	1.15	1.15		1.15	

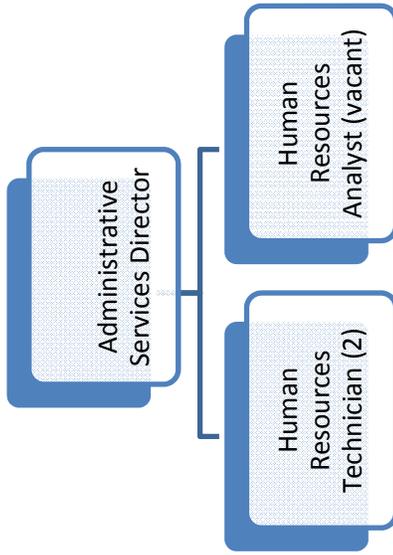
### City Treasurer 17/18 Expenditure Categories



### City Treasurer 18/19 Expenditure Categories



## HUMAN RESOURCES

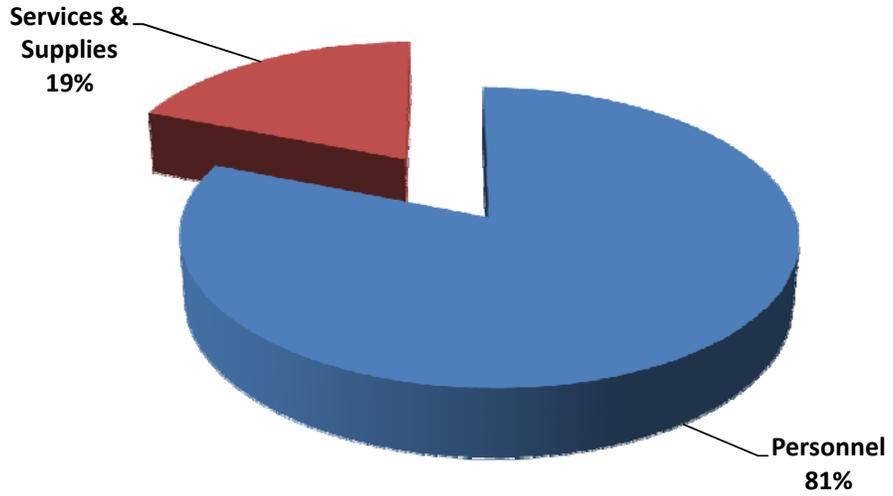


# of Funded Positions	# of Filled Positions	# of Vacant Positions
4.00	3.00	1.00

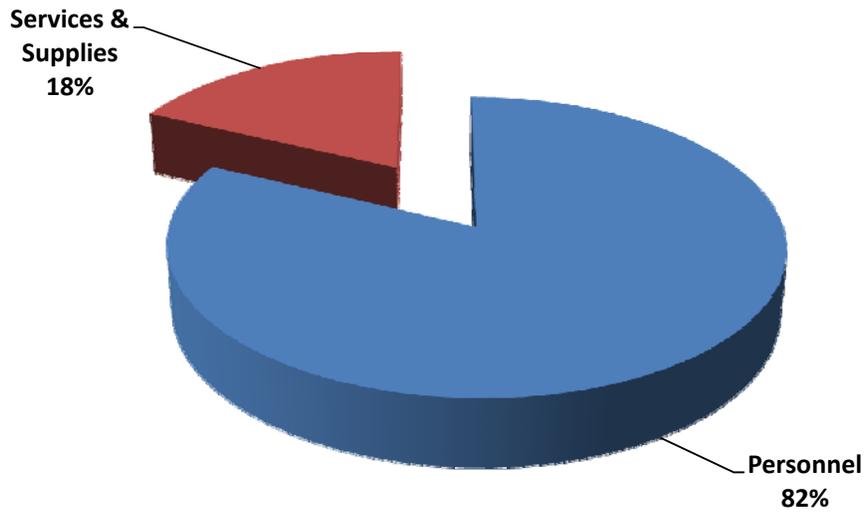
<b>HUMAN RESOURCES - 100-1160</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1001160	Regular Salaries	375,700	359,997	397,130		411,005	
1001160	Salaries-Payoff	0	15,703	0		0	
1001160	Overtime	630	630	630		630	
1001160	Retirement-PERS	119,676	119,676	128,430		150,536	
1001160	Retirement-Medicare	5,850	5,850	6,300		6,510	
1001160	Retirement-Deferred Comp	10,546	10,546	10,770		10,995	
1001160	Cafeteria Plan	61,820	61,820	62,180		63,740	
1001160	Retiree Medical	55,535	55,535	57,640		59,620	
1001160	Life Insurance/EAP	753	753	779		810	
1001160	Workers' Compensation	19,024	19,024	15,805		20,260	
1001160	Allowances	4,800	4,800	4,800		4,800	
<b>Total Personnel Services</b>		<b>654,334</b>	<b>654,334</b>	<b>684,464</b>	<b>5%</b>	<b>728,906</b>	<b>6%</b>
<b>Services &amp; Supplies</b>							
1001160	Office Supplies	3,175	3,175	2,858		2,858	
1001160	Postage	750	750	675		675	
1001160	Printing	500	500	450		450	
1001160	Copier	4,500	4,500	4,700		2,000	
1001160	Published Notices	500	500	450		450	
1001160	Contracts - Prof/Commercial	51,000	51,000	48,200		48,200	
1001160	Contracts Prof-Negotiator	50,126	50,126	50,126		50,126	
1001160	Equipment Rental/Maintenance	750	750	1,000		1,000	
1001160	Contracts-Medical	2,000	2,000	1,800		1,800	
1001160	Contracts-Written Exam	3,000	3,000	2,700		2,700	
1001160	Computer Operation Support	12,905	12,905	14,719		15,645	
1001160	Tele-Software/Maint	3,082	3,082	2,967		3,044	
1001160	Tele-Long Dist/Line Chgs	200	200	200		200	
1001160	Business Expense	1,500	1,500	1,350		1,350	
1001160	Conferences/Dues	6,500	6,500	5,850		5,850	
1001160	Recruitment	8,500	8,500	8,075		8,075	
1001160	Tuition Reimbursement	8,500	8,500	7,650		7,650	
1001160	Comm & Employee Recognition	7,500	7,500	6,750		6,750	
<b>Total Services &amp; Supplies</b>		<b>164,988</b>	<b>164,988</b>	<b>160,520</b>	<b>-3%</b>	<b>158,823</b>	<b>-1%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>819,322</b>	<b>819,322</b>	<b>844,984</b>	<b>3%</b>	<b>887,729</b>	<b>5%</b>
<b>Cost Allocation:</b>							
1001160	Building Use Allowance	1,769	1,769	1,769		1,769	
1001160	Equipment Use Allowance	100	100	100		100	
1001160	City-Wide Admin	-786,506	-785,968	-811,638		-855,217	
<b>Total Cost Allocation</b>		<b>-784,637</b>	<b>-784,099</b>	<b>-809,769</b>	<b>3%</b>	<b>-853,348</b>	<b>5%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>34,685</b>	<b>35,223</b>	<b>35,215</b>	<b>0%</b>	<b>34,381</b>	<b>-2%</b>

<b>HUMAN RESOURCES (100-1160)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Use of Funds:</b>						
Personnel	654,334	654,334	684,464	5%	728,906	6%
Services & Supplies	164,988	164,988	160,520	-3%	158,823	-1%
Internal Services	(784,637)	(784,099)	(809,769)	3%	(853,348)	5%
<b>Total Use of Funds</b>	<b>34,685</b>	<b>35,223</b>	<b>35,215</b>	<b>0%</b>	<b>34,381</b>	<b>-2%</b>
Funded FTE's	4.00	4.00	4.00		4.00	

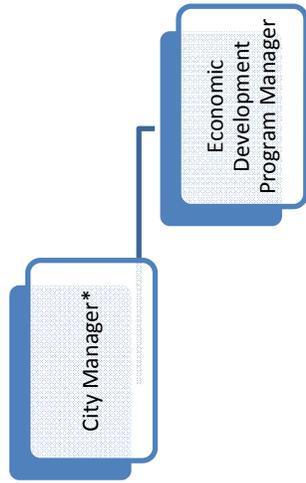
### Human Resources 17/18 Expenditure Categories



### Human Resources 18/19 Expenditure Categories



## ECONOMIC DEVELOPMENT

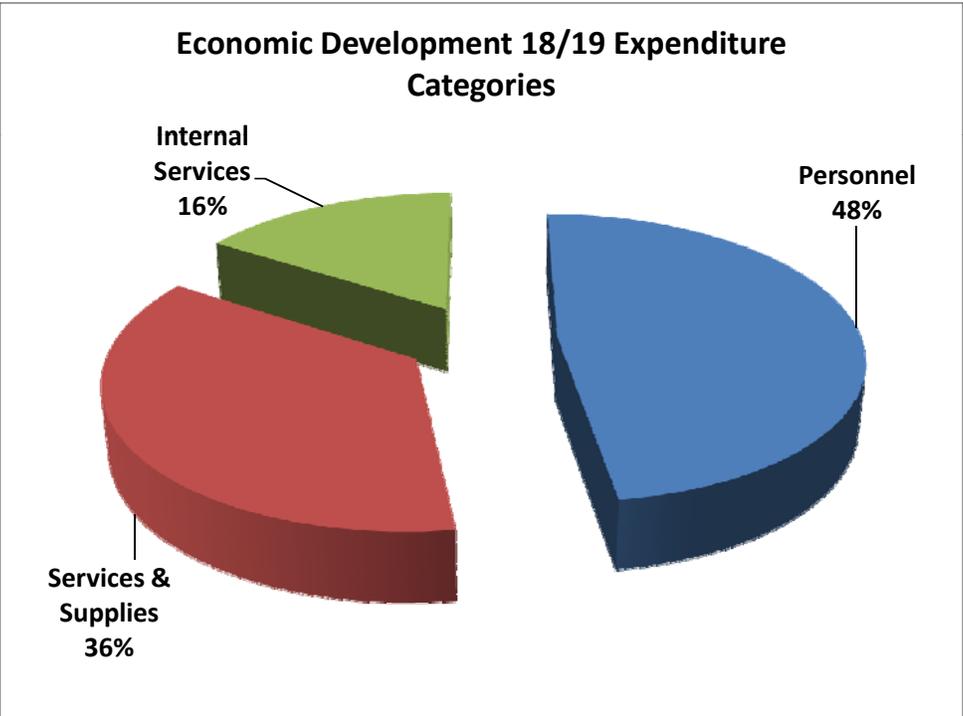
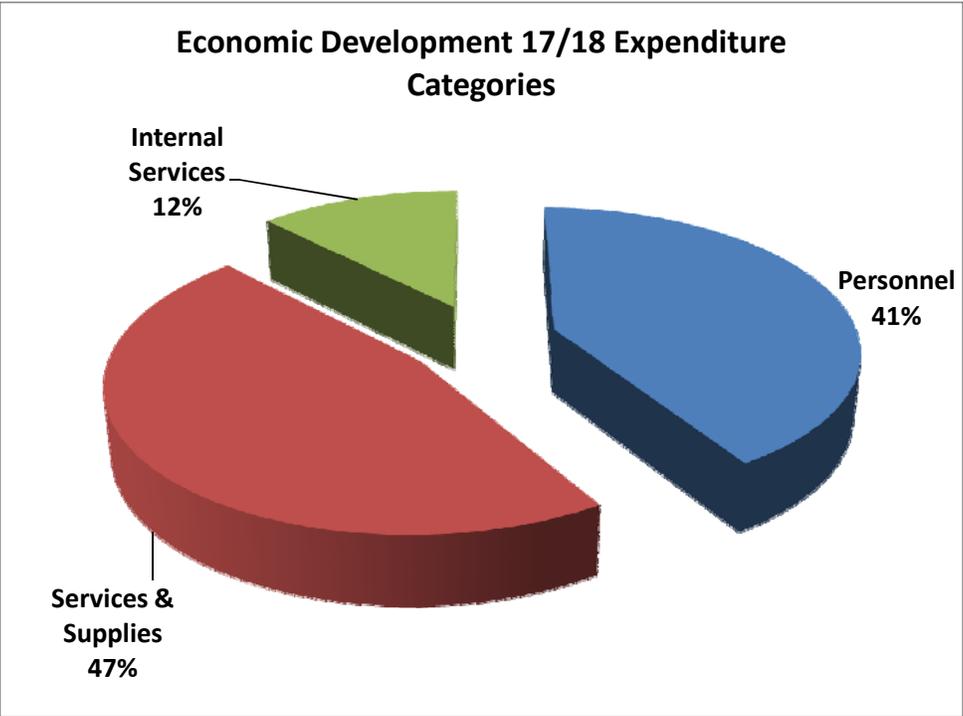


# of Funded Positions	# of Filled Positions	# of Vacant Positions
1.00	1.00	0.00

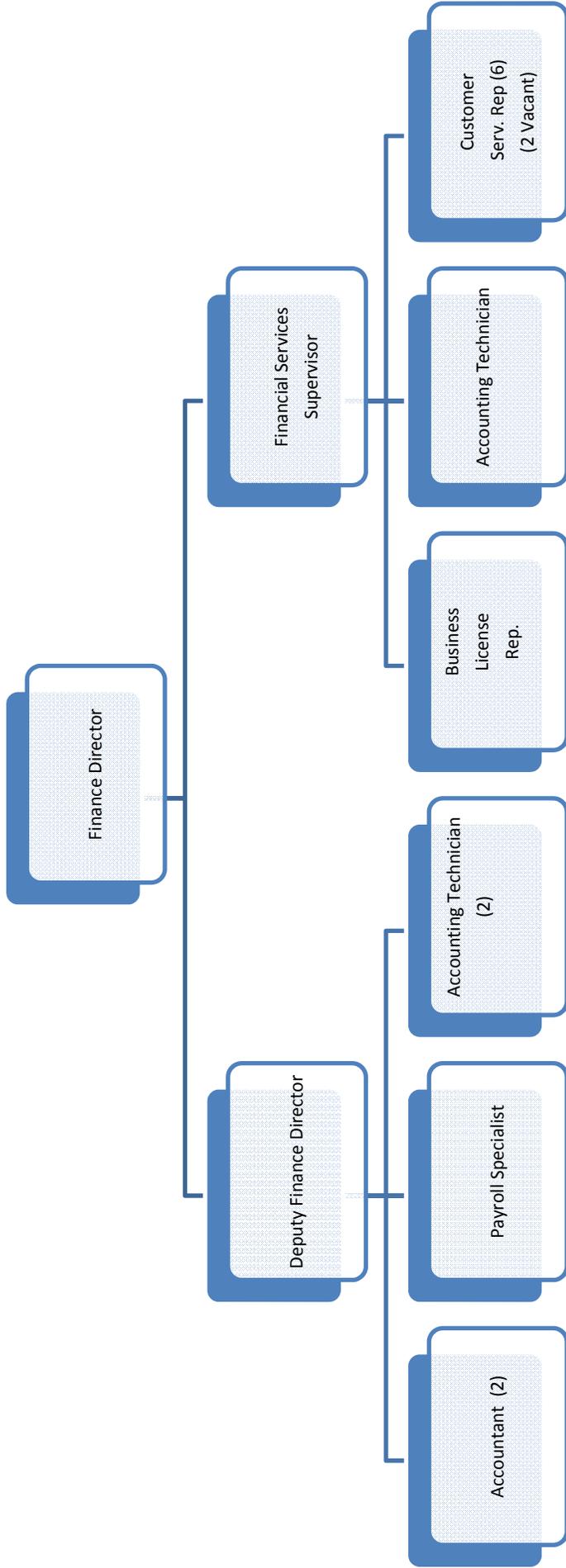
\*The Economic Development Program Manager reports to the City Manager – City Manager paid out of City Manager division 1130

<b>ECONOMIC DEVELOPMENT - 100-1180</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1001180	Regular Salaries	93,265	93,265	97,760		100,550	
1001180	Retirement-PERS	30,348	30,348	32,300		37,645	
1001180	Retirement-Medicare	1,390	1,390	1,455		1,495	
1001180	Retirement-Deferred Comp	1,865	1,865	1,920		1,975	
1001180	Cafeteria Plan	11,905	11,905	11,670		12,215	
1001180	Retiree Medical	13,897	13,897	14,300		14,700	
1001180	Workers' Compensation	2,179	2,179	1,870		2,305	
1001180	Allowances	600	600	600		600	
<b>Total Personnel Services</b>		<b>155,449</b>	<b>155,449</b>	<b>161,875</b>	<b>4%</b>	<b>171,485</b>	<b>6%</b>
<b>Services &amp; Supplies</b>							
1001180	Real Estate/Marketing Expense	26,126	26,126	15,000		15,000	
1001180	Postage	50	50	50		50	
1001180	Printing	5,000	5,000	5,000		5,000	
1001180	Copier	1,630	1,630	1,630		800	
1001180	Contracts - Prof/Commercial	124,557	124,557	100,000		50,000	
1001180	Equipment Rental/Maint	500	500	1,000		1,000	
1001180	Computer Operation Support	647	647	722		755	
1001180	Tele-Software/Maint	780	780	751		770	
1001180	Tele-Long Dist/Line Chgs	75	150	75		75	
1001180	Business Expense	2,500	2,425	2,500		2,500	
1001180	Conferences/Dues	15,000	15,000	36,000		34,000	
1001180	Public Information	20,000	20,000	20,000		20,000	
<b>Total Services &amp; Supplies</b>		<b>196,865</b>	<b>196,865</b>	<b>182,728</b>	<b>-7%</b>	<b>129,950</b>	<b>-29%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>352,314</b>	<b>352,314</b>	<b>344,603</b>	<b>-2%</b>	<b>301,435</b>	<b>-13%</b>
<b>Cost Allocation:</b>							
1001180	Building Use Allowance	1,180	1,180	1,180		1,180	
1001180	City Wide Admin	49,489	49,669	47,550		56,243	
<b>Total Cost Allocation</b>		<b>50,669</b>	<b>50,849</b>	<b>48,730</b>	<b>-4%</b>	<b>57,423</b>	<b>18%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>402,983</b>	<b>403,163</b>	<b>393,333</b>	<b>-2%</b>	<b>358,858</b>	<b>-9%</b>

<b>ECONOMIC DEVELOPMENT (100-1180)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Use of Funds:</b>						
Personnel	155,449	155,449	161,875	4%	171,485	6%
Services & Supplies	196,865	196,865	182,728	-7%	129,950	-29%
Internal Services	50,669	50,849	48,730	-4%	57,423	18%
<b>Total Use of Funds</b>	<b>402,983</b>	<b>403,163</b>	<b>393,333</b>	<b>-2%</b>	<b>358,858</b>	<b>-9%</b>
Funded FTE's	1.00	1.00	1.00		1.00	



# FINANCE DEPARTMENT



# of Funded Positions	# of Filled Positions	# of Vacant Positions
16.00*	14.00	2.00
*Although 16 actual positions under Finance, some positions split funding as follows: Finance Director - .80 Gen Fund Finance, .05 Gen Fund City Treasurer, .15 Wtr/Swr Accountant – 1.90 Gen Fund Finance, .10 Gen Fund City Treasurer Financial Services Supervisor - .15 Gen Fund Finance, .85 Wtr/Swr Customer Service Rep. - .50 Gen Fund Finance, 4.5 Wtr/Swr		

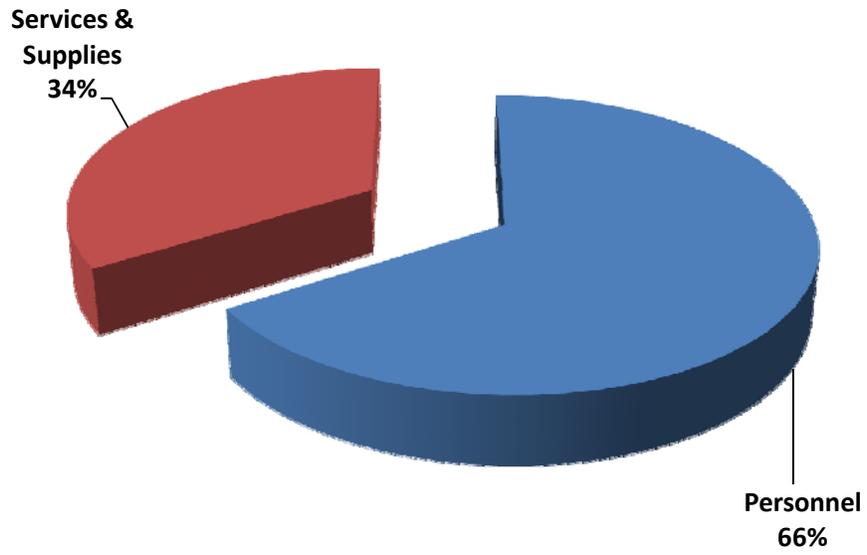
**FINANCE DEPARTMENT**

**FINANCE SUMMARY**

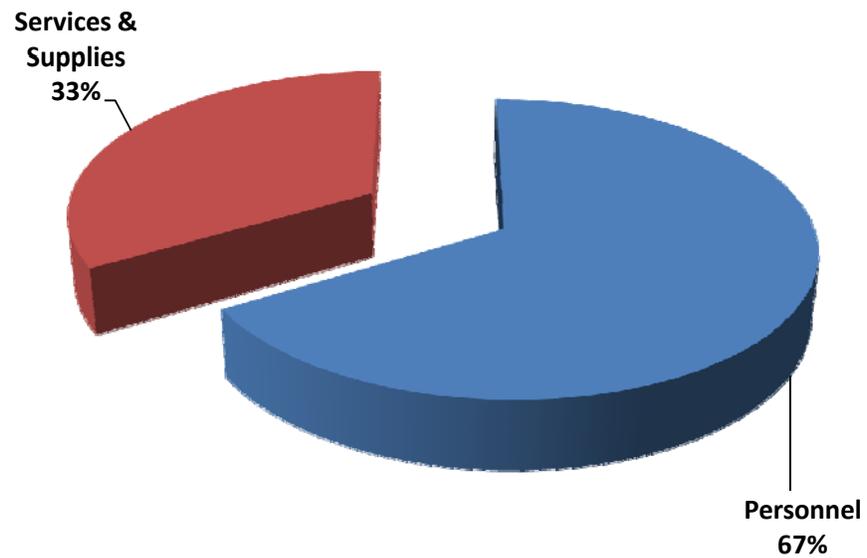
	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Revised	2017-18 Proposed	% Change	2018-19 Proposed	% Change
<b>SOURCE OF FUNDS:</b>									
Billings to Departments	31,329	35,068	29,903	35,010	23,000	25,000	9%	25,000	0%
Administrative Services	79,300	79,300	41,200	20,000	41,200	20,000	-51%	10,000	-50%
Other	473	431	447	340	340	340	0%	340	0%
<b>TOTAL SOURCE OF FUNDS</b>	<b>111,102</b>	<b>114,799</b>	<b>71,550</b>	<b>55,350</b>	<b>64,540</b>	<b>45,340</b>	<b>-30%</b>	<b>35,340</b>	<b>-22%</b>
<b>USE OF FUNDS:</b>									
Personnel	798,873	926,626	1,080,153	1,186,117	1,154,194	1,160,529	1%	1,235,079	6%
Services & Supplies	472,466	517,960	579,146	598,489	630,137	595,586	-5%	621,350	4%
Internal Services	(1,246,700)	(1,414,289)	(1,630,522)	(1,669,160)	(1,740,581)	(1,728,718)	-1%	(1,824,613)	6%
<b>TOTAL USE OF FUNDS</b>	<b>24,639</b>	<b>30,297</b>	<b>28,777</b>	<b>115,446</b>	<b>43,750</b>	<b>27,397</b>	<b>-37%</b>	<b>31,816</b>	<b>16%</b>

	Funded 2016-17	Funded 2017-18	Funded 2018-19
<b>Funded FTE's:</b>			
Finance Administration	0.80	0.80	0.80
Finance Accounting	5.90	5.90	5.90
Finance Operations	1.65	1.65	1.65
<b>Total Finance Funded FTE's</b>	<b>8.35</b>	<b>8.35</b>	<b>8.35</b>

**Finance 17/18 Expenditure Categories**



**Finance 18/19 Expenditure Categories**



<b>FINANCE ADMINISTRATION - 100-1210</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1001210	Regular Salaries	136,705	136,705	138,400		143,010	
1001210	Retirement-PERS	42,364	42,364	44,890		52,550	
1001210	Retirement-Medicare	2,142	2,142	2,355		2,425	
1001210	Retirement-Deferred Comp	6,511	6,511	6,670		6,885	
1001210	Cafeteria Plan	17,915	17,915	10,940		11,520	
1001210	Retiree Medical	19,403	19,403	19,870		20,520	
1001210	Workers' Compensation	11,607	11,607	9,435		12,275	
1001210	Allowances	3,840	3,840	3,840		3,840	
<b>Total Personnel Services</b>		<b>240,487</b>	<b>240,487</b>	<b>236,400</b>	<b>-2%</b>	<b>253,025</b>	<b>7%</b>
<b>Services &amp; Supplies</b>							
1001210	Office Supplies	7,200	7,000	6,500		6,500	
1001210	Operating Supplies	500	500	0		0	
1001210	Postage	150	75	100		100	
1001210	Printing	250	0	0		0	
1001210	Copier	4,110	4,500	4,500		3,000	
1001210	Equipment Rental/Maintenance	1,000	1,000	1,000		1,000	
1001210	Maintenance Contracts	1,140	1,000	1,000		1,000	
1001210	Computer Operation Support	109,328	109,328	123,699		130,737	
1001210	Tele-Software/Maint	2,340	2,340	2,252		2,311	
1001210	Tele-Long Dist/Line Chgs	120	120	100		100	
1001210	Business Expense	600	600	700		700	
1001210	Conferences/Dues	800	800	1,000		1,000	
<b>Total Services &amp; Supplies</b>		<b>127,538</b>	<b>127,263</b>	<b>140,851</b>	<b>11%</b>	<b>146,448</b>	<b>4%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>368,025</b>	<b>367,750</b>	<b>377,251</b>	<b>3%</b>	<b>399,473</b>	<b>6%</b>
<b>Cost Allocation:</b>							
1001210	Building Use Allowance	1,180	1,180	1,180		1,180	
1001210	City Wide Admin	-356,647	-356,387	-374,566		-394,919	
<b>Total Cost Allocation</b>		<b>-355,467</b>	<b>-355,207</b>	<b>-373,386</b>	<b>5%</b>	<b>-393,739</b>	<b>5%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>12,558</b>	<b>12,543</b>	<b>3,865</b>	<b>-69%</b>	<b>5,734</b>	<b>48%</b>

<b>FINANCE ADMINISTRATION (100-1210)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Admin Services Mello Roos	20,000	41,200	20,000	-51%	10,000	-50%
<b>Total Source of Funds</b>	<b>20,000</b>	<b>41,200</b>	<b>20,000</b>	<b>-51%</b>	<b>10,000</b>	<b>-50%</b>
<b>Use of Funds:</b>						
Personnel	240,487	240,487	236,400	-2%	253,025	7%
Services & Supplies	127,538	127,263	140,851	11%	146,448	4%
Internal Services	(355,467)	(355,207)	(373,386)	5%	(393,739)	5%
<b>Total Use of Funds</b>	<b>12,558</b>	<b>12,543</b>	<b>3,865</b>	<b>-69%</b>	<b>5,734</b>	<b>48%</b>
Funded FTE's	0.80	0.80	0.80		0.80	

<b>FINANCE ACCOUNTING - 100-1220</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1001220	Regular Salaries	440,480	421,740	428,085		450,145	
1001220	Salaries-Payoff	0	5,857	0		0	
1001220	Part time help	5,000	20,000	20,000		5,000	
1001220	Overtime	3,000	6,500	6,000		6,000	
1001220	Retirement-PERS	138,100	126,000	137,970		164,335	
1001220	Retirement-Medicare	6,551	6,551	7,215		7,327	
1001220	Retirement - PARS	0	260	260		65	
1001220	Retirement-Deferred Comp	7,614	7,614	7,400		7,640	
1001220	Cafeteria Plan	109,237	83,537	79,330		85,185	
1001220	Retiree Medical	64,739	64,739	62,625		65,805	
1001220	Life Insurance/EAP	617	617	491		519	
1001220	Workers' Compensation	10,151	10,151	8,500		10,520	
<b>Total Personnel Services</b>		<b>785,489</b>	<b>753,566</b>	<b>757,876</b>	<b>1%</b>	<b>802,541</b>	<b>6%</b>
<b>Services &amp; Supplies</b>							
1001220	Operating Supplies	2,000	4,000	2,000		2,000	
1001220	Postage	6,895	6,895	6,895		6,895	
1001220	Printing	50	50	0		0	
1001220	Published Notices	1,000	1,000	1,000		1,000	
1001220	Books & Periodicals	550	0	0		0	
1001220	Contracts - Prof/Commercial	96,840	101,063	77,935		97,770	
1001220	Equipment Rental/Maintenance	1,250	1,250	2,500		2,500	
1001220	Maintenance Contracts	256,750	283,000	256,970		257,105	
1001220	Computer Operation Support	2,265	2,265	2,527		2,643	
1001220	Tele-Software/Maint	3,120	3,120	3,003		3,081	
1001220	Tele-Long Dist/Line Chgs	100	100	100		100	
1001220	Business Expense	350	350	350		350	
1001220	Conferences/Dues	1,300	1,450	1,500		1,500	
1001220	Training	500	350	1,000		1,000	
<b>Total Services &amp; Supplies</b>		<b>372,970</b>	<b>404,893</b>	<b>355,780</b>	<b>-12%</b>	<b>375,944</b>	<b>6%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>1,158,459</b>	<b>1,158,459</b>	<b>1,113,656</b>	<b>-4%</b>	<b>1,178,485</b>	<b>6%</b>
<b>Cost Allocation:</b>							
1001220	Building Use Allowance	2,949	2,949	2,949		2,949	
1001220	Equipment Use Allowance	565	565	565		565	
1001220	City Wide Admin	-1,069,601	-1,142,166	-1,101,067		-1,164,569	
<b>Total Cost Allocation</b>		<b>-1,066,087</b>	<b>-1,138,652</b>	<b>-1,097,553</b>	<b>-4%</b>	<b>-1,161,055</b>	<b>6%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>92,372</b>	<b>19,807</b>	<b>16,103</b>	<b>-19%</b>	<b>17,430</b>	<b>8%</b>

<b>FINANCE ACCOUNTING (100-1220)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Miscellaneous Revenue	340	340	340	0%	340	0%
<b>Total Source of Funds</b>	<b>340</b>	<b>340</b>	<b>340</b>	<b>0%</b>	<b>340</b>	<b>0%</b>
<b>Use of Funds:</b>						
Personnel	785,489	753,566	757,876	1%	802,541	6%
Services & Supplies	372,970	404,893	355,780	-12%	375,944	6%
Internal Services	(1,066,087)	(1,138,652)	(1,097,553)	-4%	(1,161,055)	6%
<b>Total Use of Funds</b>	<b>92,372</b>	<b>19,807</b>	<b>16,103</b>	<b>-19%</b>	<b>17,430</b>	<b>8%</b>
Funded FTE's	5.90	5.90	5.90		5.90	

<b>FINANCE OPERATIONS - 100-1230</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1001230	Regular Salaries	97,055	98,000	101,585		105,915	
1001230	Overtime	500	500	500		500	
1001230	Retirement-PERS	29,478	29,955	32,370		37,840	
1001230	Retirement-Medicare	1,568	1,568	1,950		2,000	
1001230	Retirement-Deferred Comp	313	340	315		330	
1001230	State Disability Ins	825	825	770		800	
1001230	Cafeteria Plan	21,410	21,410	19,920		22,500	
1001230	Retiree Medical	6,545	5,096	6,715		7,015	
1001230	Life Insurance/EAP	183	183	178		178	
1001230	Workers' Compensation	2,264	2,264	1,950		2,435	
<b>Total Personnel Services</b>		<b>160,141</b>	<b>160,141</b>	<b>166,253</b>	<b>4%</b>	<b>179,513</b>	<b>8%</b>
<b>Services &amp; Supplies</b>							
1001230	Office Supplies	820	820	750		750	
1001230	Operating Supplies	4,165	2,358	3,800		3,800	
1001230	Paper Supplies	1,082	1,689	1,689		1,757	
1001230	Postage	45,427	45,427	45,427		47,244	
1001230	Printing	541	541	541		563	
1001230	Copier	5,735	5,735	5,735		2,500	
1001230	Books & Periodicals	108	108	108		112	
1001230	Contracts Professional	15,600	15,600	1,000		1,040	
1001230	Maintenance Contracts	9,800	11,000	25,600		26,624	
1001230	Computer Operation Support	2,912	2,912	3,248		3,397	
1001230	Tele-Software/Maint	6,241	6,241	6,007		6,163	
1001230	Tele-Long Dist/Line Chgs	200	200	200		208	
1001230	Business Expense	350	350	350		300	
1001230	Conferences/Dues	5,000	5,000	4,500		4,500	
<b>Total Services &amp; Supplies</b>		<b>97,981</b>	<b>97,981</b>	<b>98,955</b>	<b>1%</b>	<b>98,958</b>	<b>0%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>258,122</b>	<b>258,122</b>	<b>265,208</b>	<b>3%</b>	<b>278,471</b>	<b>5%</b>
<b>Cost Allocation:</b>							
1001230	Building Use Allowance	5,309	5,309	5,309		5,309	
1001230	Equipment Use Allowance	2,659	2,659	2,659		2,659	
1001230	City Wide Admin Credit	-255,574	-254,690	-265,747		-277,787	
<b>Total Cost Allocation</b>		<b>-247,606</b>	<b>-246,722</b>	<b>-257,779</b>	<b>4%</b>	<b>-269,819</b>	<b>5%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>10,516</b>	<b>11,400</b>	<b>7,429</b>	<b>-35%</b>	<b>8,652</b>	<b>16%</b>

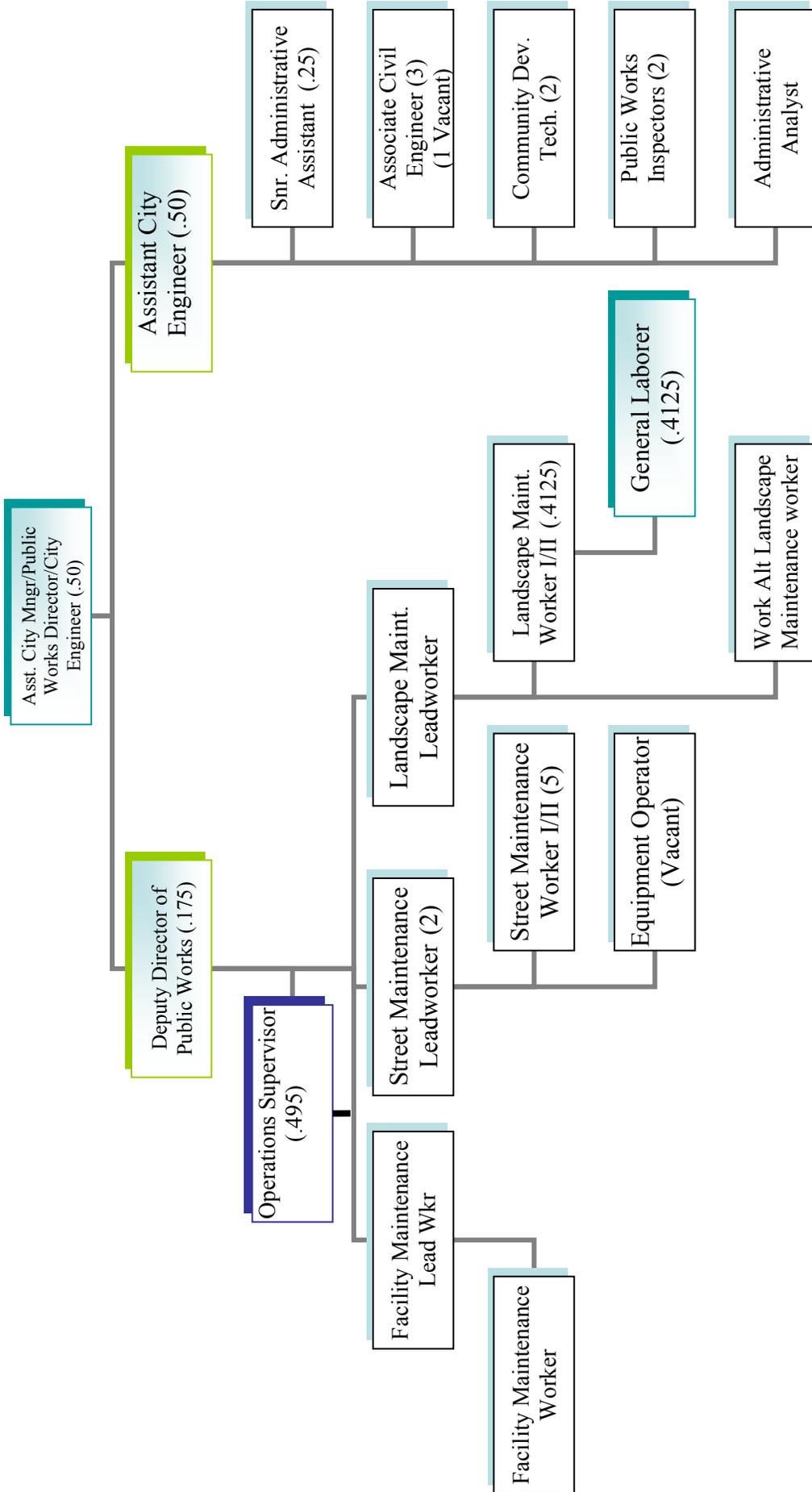
<b>FINANCE OPERATIONS (100-1230)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Charges for Services	35,010	23,000	25,000	9%	25,000	0%
<b>Total Source of Funds</b>	<b>35,010</b>	<b>23,000</b>	<b>25,000</b>	<b>9%</b>	<b>25,000</b>	<b>0%</b>
<b>Use of Funds:</b>						
Personnel	160,141	160,141	166,253	4%	179,513	8%
Services & Supplies	97,981	97,981	98,955	1%	98,958	0%
Internal Services	(247,606)	(246,722)	(257,779)	4%	(269,819)	5%
<b>Total Use of Funds</b>	<b>10,516</b>	<b>11,400</b>	<b>7,429</b>	<b>-35%</b>	<b>8,652</b>	<b>16%</b>
Funded FTE's	1.65	1.65	1.65		1.65	

# **Nondepartmental Budget Detail**

<b>GENERAL FUND NONDEPT - 1001250</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>REVENUE ACCOUNTS</b>							
1001250	Property Taxes	16,530,049	17,997,210	18,425,291		19,300,336	
1001250	Franchise Taxes	2,940,983	3,192,326	3,284,298		3,387,148	
1001250	Business License Tax	3,751,000	3,791,000	3,654,000		3,654,000	
1001250	Property Transfer Tax	330,000	380,000	360,000		360,000	
1001250	Sales and Use Tax	12,471,925	12,190,000	12,434,000		12,707,768	
1001250	Motor Vehicle In Lieu Fees	40,000	50,608	45,000		45,000	
1001250	Transient Occupancy Tax	80,000	80,000	80,000		80,000	
1001250	Interest Earnings - Pooled	70,000	70,000	70,000		70,000	
1001250	Rent	468,045	468,045	470,000		470,000	
1001250	Homeowners Prop Tax Relief	70,000	75,000	80,000		80,000	
1001250	Administrative/Assessment Fees	10,480	10,700	10,350		10,350	
1001250	Other Revenues	1,986,288	1,986,850	1,162,500		600,000	
<b>Total Revenue</b>		<b>38,748,770</b>	<b>40,291,739</b>	<b>40,075,439</b>	<b>-1%</b>	<b>40,764,602</b>	<b>2%</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1001250	PARS	283,310	283,310	0		0	
1001250	PERS Admin Fees	20,600	20,600	20,600		20,600	
<b>Total Personnel Services</b>		<b>303,910</b>	<b>303,910</b>	<b>20,600</b>	<b>-93%</b>	<b>20,600</b>	<b>0%</b>
<b>Services &amp; Supplies</b>							
1001250	Fuel	1,500	1,500	1,500		1,500	0%
1001250	Contracts & Insurance	1,826,840	1,672,173	1,686,183		1,771,625	5%
1001250	Claims Liability Expense	530,000	425,000	375,000		375,000	0%
1001250	Cash Management	15,000	45,000	45,000		45,000	0%
1001250	Vehicle Rental	6,680	6,680	5,430		6,050	11%
1001250	Wtr-Antioch Public Golf Course	125,060	115,000	115,000		115,000	0%
1001250	Conferences/Dues	50,000	50,000	50,000		50,000	0%
1001250	Sister City	5,000	4,946	5,000		5,000	0%
1001250	Bad Debt Expense	25,000	50,000	50,000		50,000	0%
<b>Total Services &amp; Supplies</b>		<b>2,585,080</b>	<b>2,370,299</b>	<b>2,333,113</b>	<b>-2%</b>	<b>2,419,175</b>	<b>2%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>2,888,990</b>	<b>2,674,209</b>	<b>2,353,713</b>	<b>-12%</b>	<b>2,439,775</b>	<b>-9%</b>
<b>TRANSFER OUT ACCOUNTS:</b>							
1001250	Transfer Out to Marina Fund	228,910	0	0		120,000	
<b>TOTAL TRANSFER OUT ACCOUNTS</b>		<b>228,910</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>120,000</b>	<b>100%</b>
<b>Cost Allocation:</b>							
1001250	Building Use Allowance	-324,886	-324,886	-324,886		-324,886	0%
1001250	Equipment Use Allowance	-39,773	-39,773	-39,773		-39,773	0%
1001250	City Wide Admin Credit	-1,835,886	-1,834,296	-1,836,416		-1,833,904	0%
<b>Total Cost Allocation</b>		<b>-2,200,545</b>	<b>-2,198,955</b>	<b>-2,201,075</b>	<b>0%</b>	<b>-2,198,563</b>	<b>0%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>917,355</b>	<b>475,254</b>	<b>152,638</b>	<b>-68%</b>	<b>361,212</b>	<b>-24%</b>

<b>GENERAL FUND NONDEPARTMENTAL (100-1250)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Taxes	36,143,957	37,681,144	38,282,589	2%	39,534,252	3%
Investment Income & Rentals	538,045	538,045	540,000	0%	540,000	0%
Revenue from other Agencies	70,000	75,000	80,000	7%	80,000	0%
Charges for Services	10,480	10,700	10,350	-3%	10,350	0%
Other Revenue	1,986,288	1,986,850	1,162,500	-41%	600,000	-48%
<b>Total Source of Funds</b>	<b>38,748,770</b>	<b>40,291,739</b>	<b>40,075,439</b>	<b>-1%</b>	<b>40,764,602</b>	<b>2%</b>
<b>Use of Funds:</b>						
Personnel	303,910	303,910	20,600	-93%	20,600	0%
Services & Supplies	2,585,080	2,370,299	2,333,113	-2%	2,419,175	4%
Transfers Out Marina Fund	228,910	0	0	0%	120,000	100%
Internal Services	(2,200,545)	(2,198,955)	(2,201,075)	0%	(2,198,563)	0%
<b>Total Use of Funds</b>	<b>917,355</b>	<b>475,254</b>	<b>152,638</b>	<b>-68%</b>	<b>361,212</b>	<b>137%</b>

# PUBLIC WORKS – GENERAL FUND OPERATIONS



# of Positions Funded	# of Filled Positions	# of Vacant Positions
22.745*	20.745	2.00

\*General Fund positions only. Does not include .14 Warehouse/Stores positions as report to Water Distribution Superintendent

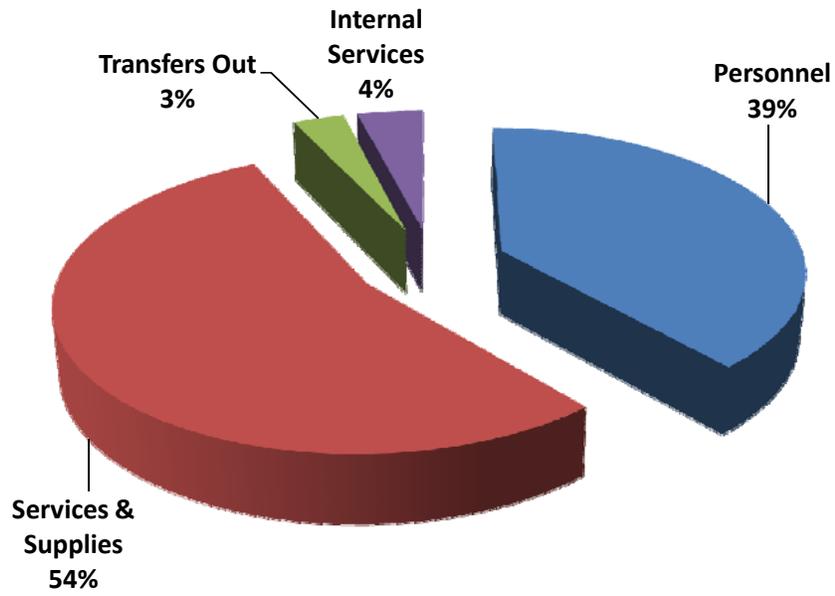
**PUBLIC WORKS (GENERAL FUND)**

**PUBLIC WORKS SUMMARY**

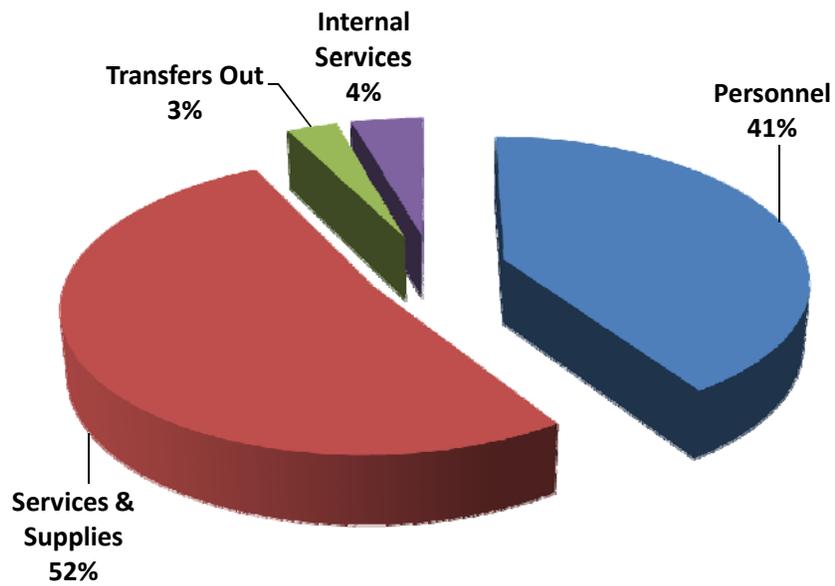
	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Revised	2017-18 Proposed	% Change	2018-19 Proposed	% Change
<b>SOURCE OF FUNDS:</b>									
Special Services Public Works	20,540	8,012	1,281	2,000	1,000	2,000	50%	2,000	0%
Plan Checking Fees	181,849	218,481	205,687	200,000	150,000	200,000	25%	200,000	0%
Inspection Fees	148,205	147,442	39,848	100,000	150,000	150,000	0%	150,000	0%
Encroachment/Transportation Permits	145,528	160,282	254,703	207,500	210,000	210,000	0%	210,000	0%
Other	150,099	174,444	197,674	78,700	224,934	178,700	-26%	78,700	-56%
Transfers In	2,969,630	3,034,463	2,716,065	2,680,923	2,639,686	2,807,147	6%	2,802,833	0%
<b>TOTAL SOURCE OF FUNDS</b>	<b>3,615,851</b>	<b>3,743,124</b>	<b>3,415,258</b>	<b>3,269,123</b>	<b>3,375,620</b>	<b>3,547,847</b>	<b>5%</b>	<b>3,443,533</b>	<b>-3%</b>
<b>USE OF FUNDS:</b>									
Personnel	2,053,432	2,298,312	2,515,183	2,942,759	2,968,715	2,909,576	-2%	3,136,056	8%
Services & Supplies	2,968,353	3,069,354	3,403,808	4,212,894	4,275,503	4,096,519	-4%	3,989,903	-3%
Transfers Out	151,160	160,279	147,466	258,654	258,654	235,846	-10%	236,039	0%
Internal Services	73,990	83,859	170,870	261,731	269,341	301,655	11%	339,049	12%
<b>TOTAL USE OF FUNDS</b>	<b>5,246,935</b>	<b>5,611,804</b>	<b>6,237,327</b>	<b>7,676,038</b>	<b>7,772,213</b>	<b>7,543,596</b>	<b>-3%</b>	<b>7,701,047</b>	<b>2%</b>

	Funded 2016-17	Funded 2017-18	Funded 2018-19
<b>Funded FTE's</b>			
Maintenance Administration	0.50	0.50	0.50
Maintenance Supervision	0.25	0.25	0.25
Street Maintenance	5.00	5.00	5.00
Striping & Signing	3.00	3.00	3.00
Facilities Maintenance	2.20	2.20	2.20
Parks Maintenance	1.025	1.025	1.025
Work Alternative Program	1.00	1.00	1.00
Parks Median/General Landscape	1.02	1.02	1.02
Engineering and Development Svcs	6.25	6.25	6.25
Warehouse & Central Stores	0.14	0.14	0.14
Capital Improvement Administration	0.50	0.50	0.50
Engineering Services (CIP)	2.00	2.00	2.00
<b>Total Public Works Funded FTE's</b>	<b>22.885</b>	<b>22.885</b>	<b>22.885</b>

**Public Works 17/18 Expenditure Categories**



**Public Works 18/19 Expenditure Categories**



<b>PW MAINT ADMIN - 100-2140</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1002140	Regular Salaries	118,980	118,980	103,150		107,465	
1002140	Part-Time Help	8,000	8,000	2,000		2,000	
1002140	Retirement-PERS	36,181	36,181	33,510		39,490	
1002140	Retirement-Medicare	1,941	1,941	1,615		1,675	
1002140	Retirement-PARS	104	104	0		0	
1002140	Retirement-Deferred Comp	4,574	4,574	4,980		5,175	
1002140	State Disability Ins	197	197	0		0	
1002140	Cafeteria Plan	17,034	17,034	10,800		11,120	
1002140	Retiree Medical	14,661	14,661	11,125		12,605	
1002140	Life Insurance/EAP	45	45	0		0	
1002140	Workers' Compensation	8,616	8,616	5,985		7,470	
1002140	Allowances	2,100	2,100	2,400		2,400	
<b>Total Personnel Services</b>		<b>212,433</b>	<b>212,433</b>	<b>175,565</b>	<b>-17%</b>	<b>189,400</b>	<b>8%</b>
<b>Services &amp; Supplies</b>							
1002140	Office Supplies	300	235	300		300	
1002140	Operating Supplies	100	100	100		100	
1002140	Postage	100	165	100		100	
1002140	Copier	565	565	565		200	
1002140	Equipment Rental/Maintenance	500	500	1,200		1,200	
1002140	Computer Operation Support	71,625	71,625	82,690		87,418	
1002140	Tele-Long Dist/Line Chgs	250	250	250		250	
1002140	Tele-Mobile/Pagers	1,231	1,231	1,231		1,231	
1002140	Business Expense	300	300	300		300	
1002140	Conferences/Dues	2,000	1,000	1,000		1,000	
<b>Total Services &amp; Supplies</b>		<b>76,971</b>	<b>75,971</b>	<b>87,736</b>	<b>15%</b>	<b>92,099</b>	<b>5%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>289,404</b>	<b>288,404</b>	<b>263,301</b>	<b>-9%</b>	<b>281,499</b>	<b>7%</b>
<b>Cost Allocation:</b>							
1002140	Equipment Use Allowance	736	736	736		736	
1002140	City Wide Admin	-255,754	-255,447	-240,929		-248,601	
<b>Total Cost Allocation</b>		<b>-255,018</b>	<b>-254,711</b>	<b>-240,193</b>	<b>-6%</b>	<b>-247,865</b>	<b>3%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>34,386</b>	<b>33,693</b>	<b>23,108</b>	<b>-31%</b>	<b>33,634</b>	<b>46%</b>

<b>PUBLIC WORKS ADMINISTRATION (100-2140)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Use of Funds:</b>						
Personnel	212,433	212,433	175,565	-17%	189,400	8%
Services & Supplies	76,971	75,971	87,736	15%	92,099	5%
Internal Services	(255,018)	(254,711)	(240,193)	-6%	(247,865)	3%
<b>Total Use of Funds</b>	<b>34,386</b>	<b>33,693</b>	<b>23,108</b>	<b>-31%</b>	<b>33,634</b>	<b>46%</b>
Funded FTE's	0.83	0.50	0.50		0.50	

<b>PW GEN MAINT SUPERVISION - 100-2150</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1002150	61010 Regular Salaries	31,050	31,050	31,818		33,370	
1002150	61060 Standby Pay	100	323	250		250	
1002150	61100 Retirement-PERS	10,105	10,105	10,825		12,176	
1002150	61115 Retirement-Medicare	501	501	515		525	
1002150	61120 Retirement-Deferred Comp	589	589	625		655	
1002150	61129 Cafeteria Plan	4,690	4,690	4,540		4,610	
1002150	61133 Retiree Medical	4,350	4,350	3,490		3,988	
1002150	61150 Workers' Compensation	2,679	2,654	1,880		2,365	
1002150	61160 Allowances	150	150	138		138	
<b>Total Personnel Services</b>		<b>54,214</b>	<b>54,412</b>	<b>54,081</b>	<b>-1%</b>	<b>58,077</b>	<b>7%</b>
<b>Services &amp; Supplies</b>							
1002150	62100 Office Supplies	300	300	300		300	
1002150	62280 Postage	120	120	120		120	
1002150	62290 Fuel	2,600	1,500	2,600		2,600	
1002150	62400 Printing	600	600	600		600	
1002150	62410 Copier	1,500	1,500	1,500		1,500	
1002150	63010 Contracts-Prof/Commercial	1,100	1,100	1,100		1,100	
1002150	63052 Equipment Rental-Maintenance	700	700	700		700	
1002150	63800 Computer Operation Support	476	476	531		556	
1002150	63840 Vehicle Rental	3,789	3,789	0		0	
1002150	64005 Tele-Software/Maint	2,055	2,055	1,978		2,029	
1002150	64010 Tele-Long Dist/Line Chgs	100	100	100		100	
1002150	65010 Business Expense	200	200	200		200	
1002150	65030 Training	300	300	300		300	
<b>Total Services &amp; Supplies</b>		<b>13,840</b>	<b>12,740</b>	<b>10,029</b>	<b>-21%</b>	<b>10,105</b>	<b>1%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>68,054</b>	<b>67,152</b>	<b>64,110</b>	<b>-5%</b>	<b>68,182</b>	<b>6%</b>
<b>Cost Allocation:</b>							
1002150	63816 City Wide Admin	-55,720	-55,494	-46,051		-49,555	<b>8%</b>
<b>Total Cost Allocation</b>		<b>-55,720</b>	<b>-55,494</b>	<b>-46,051</b>	<b>-17%</b>	<b>-49,555</b>	<b>8%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>12,334</b>	<b>11,658</b>	<b>18,059</b>	<b>55%</b>	<b>18,627</b>	<b>3%</b>

<b>PUBLIC WORKS GENERAL MAINTENANCE SUPERVISION (100-2150)</b>							
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>	
<b>Use of Funds:</b>							
Personnel	54,214	54,412	54,081	-1%	58,077		7%
Services & Supplies	13,840	12,740	10,029	-21%	10,105		1%
Internal Services	(55,720)	(55,494)	(46,051)	-17%	(49,555)		8%
<b>Total Use of Funds</b>	<b>12,334</b>	<b>11,658</b>	<b>18,059</b>	<b>55%</b>	<b>18,627</b>		<b>3%</b>
Funded FTE's	0.250	0.250	0.250		0.250		

<b>PW STREET MAINT SUPER - 100-2160</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1002160	Regular Salaries	323,765	322,708	306,160		320,805	
1002160	Salaries-Payoff	0	1,057	0		0	
1002160	Overtime	30,000	30,000	20,000		20,000	
1002160	Standby Pay	0	715	0		0	
1002160	Retirement-PERS	98,490	98,490	98,755		117,235	
1002160	Retirement-Medicare	4,990	4,990	3,970		5,305	
1002160	Cafeteria Plan	89,155	89,534	84,470		90,230	
1002160	Retiree Medical	16,210	16,210	10,920		14,870	
1002160	Life Insurance/EAP	600	600	595		600	
1002160	Workers' Compensation	38,055	38,055	23,790		29,910	
<b>Total Personnel Services</b>		<b>601,265</b>	<b>602,359</b>	<b>548,660</b>	<b>-9%</b>	<b>598,955</b>	<b>9%</b>
<b>Services &amp; Supplies</b>							
1002160	Operating Supplies	18,000	18,000	18,000		18,000	
1002160	Clothing Expense	4,223	4,223	4,500		4,500	
1002160	Overtime Meals	400	400	400		400	
1002160	Small Tools	2,000	2,000	2,000		2,000	
1002160	Fuel	17,000	10,000	10,000		10,000	
1002160	Paving Materials	250,000	200,000	200,000		200,000	
1002160	Spraying Materials	28,000	28,000	32,000		32,000	
1002160	Contracts-Prof/Commercial	320,427	275,000	247,900		247,900	
1002160	Equipment Rental-Maintenance	150	150	300		300	
1002160	Parts & Service Vandalism	500	500	2,000		2,000	
1002160	Parts & Service Accidents	500	500	500		500	
1002160	Computer Operation Support	6,320	6,320	8,211		8,029	
1002160	Vehicle Rental	143,396	143,396	79,531		91,156	
1002160	Tele-Mobile/Pagers	2,504	2,504	2,504		2,504	
1002160	Conferences/Dues	200	175	200		200	
1002160	Training	600	625	600		600	
1002160	Safety Program	500	500	500		500	
1002160	Furniture & Equipment	0	20,000	0		0	
<b>Total Services &amp; Supplies</b>		<b>794,720</b>	<b>712,293</b>	<b>609,146</b>	<b>-14%</b>	<b>620,589</b>	<b>2%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>1,395,985</b>	<b>1,314,652</b>	<b>1,157,806</b>	<b>-12%</b>	<b>1,219,544</b>	<b>5%</b>
<b>Cost Allocation:</b>							
1002160	City Wide Admin	359,994	361,586	351,029		373,949	
<b>Total Cost Allocation</b>		<b>359,994</b>	<b>361,586</b>	<b>351,029</b>	<b>-3%</b>	<b>373,949</b>	<b>7%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>1,755,979</b>	<b>1,676,238</b>	<b>1,508,835</b>	<b>-10%</b>	<b>1,593,493</b>	<b>6%</b>

<b>PUBLIC WORKS STREET MAINTENANCE SUPERVISION (100-2160)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Trans in from Gas Tax Fund	1,010,000	1,010,000	1,010,000	0%	1,010,000	0%
Trans in from St Impact Fund	1,167,330	1,067,000	1,289,440	21%	1,290,330	0%
<b>Total Source of Funds</b>	<b>2,177,330</b>	<b>2,077,000</b>	<b>2,299,440</b>	<b>11%</b>	<b>2,300,330</b>	<b>0%</b>
<b>Use of Funds:</b>						
Personnel	601,265	602,359	548,660	-9%	598,955	9%
Services & Supplies	794,720	712,293	609,146	-14%	620,589	2%
Internal Services	359,994	361,586	351,029	-3%	373,949	7%
<b>Total Use of Funds</b>	<b>1,755,979</b>	<b>1,676,238</b>	<b>1,508,835</b>	<b>-10%</b>	<b>1,593,493</b>	<b>6%</b>
Funded FTE's	5.00	5.00	5.00		5.00	

<b>PW SIGNAL/STREET LIGHTS 100-2170</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Services &amp; Supplies</b>							
1002170	Contracts-Public Agencies	375,000	375,000	338,375		338,375	
1002170	Parts and Service Vandalism	25,000	25,000	25,000		25,000	
1002170	Parts and Service Accidents	50,000	50,000	50,000		50,000	
1002170	Maintenance Contracts	190,000	190,000	190,000		190,000	
1002170	Tele-Long Dist/Line Charges	7,500	7,500	7,500		7,500	
1002170	Electricity-Traffic Signal	85,000	85,000	85,000		85,000	
<b>Total Services &amp; Supplies</b>		<b>732,500</b>	<b>732,500</b>	<b>695,875</b>	<b>-5%</b>	<b>695,875</b>	<b>0%</b>
<b>Cost Allocation:</b>							
1002170	City Wide Admin	111,391	112,151	108,030		111,078	
<b>Total Cost Allocation</b>		<b>111,391</b>	<b>112,151</b>	<b>108,030</b>	<b>-4%</b>	<b>111,078</b>	<b>3%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>843,891</b>	<b>844,651</b>	<b>803,905</b>	<b>-5%</b>	<b>806,953</b>	<b>0%</b>

<b>PUBLIC WORKS SIGNAL/STREET LIGHTS (100-2170)</b>							
		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>							
	Miscellaneous Revenue	10,000	55,154	10,000	-82%	10,000	0%
	Transfers In Traffic Safety Fund	80,000	80,000	80,000	0%	80,000	0%
<b>Total Source of Funds</b>		<b>90,000</b>	<b>135,154</b>	<b>90,000</b>	<b>-33%</b>	<b>90,000</b>	<b>0%</b>
<b>Use of Funds:</b>							
	Services & Supplies	732,500	732,500	695,875	-5%	695,875	0%
	Internal Services	111,391	112,151	108,030	-4%	111,078	3%
<b>Total Use of Funds</b>		<b>843,891</b>	<b>844,651</b>	<b>803,905</b>	<b>-5%</b>	<b>806,953</b>	<b>0%</b>

<b>PW STRIPING SIGNING 100-2180</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1002180	Regular Salaries	207,570	207,570	208,590		214,545	
1002180	Overtime	30,000	30,000	25,000		25,000	
1002180	Standby Pay	1,000	1,000	1,000		1,000	
1002180	Retirement-PERS	65,115	65,115	70,210		81,870	
1002180	Retirement-Medicare	3,235	3,235	3,515		3,615	
1002180	Cafeteria Plan	54,325	54,325	52,900		55,420	
1002180	Retiree Medical	10,380	10,380	7,305		9,765	
1002180	Life Insurance/EAP	360	360	355		360	
1002180	Workers' Compensation	25,000	25,000	15,910		19,640	
<b>Total Personnel Services</b>		<b>396,985</b>	<b>396,985</b>	<b>384,785</b>	<b>-3%</b>	<b>411,215</b>	<b>7%</b>
<b>Services &amp; Supplies</b>							
1002180	Operating Supplies	16,300	16,300	16,300		16,300	
1002180	Clothing Expense	3,000	3,000	3,000		3,000	
1002180	Overtime Meals	120	120	120		120	
1002180	Small Tools	3,000	3,000	3,000		3,000	
1002180	Fuel	1,000	8,000	8,000		8,000	
1002180	Building Materials	110,000	110,000	110,000		110,000	
1002180	Signs & Sign Repair	75,000	125,000	125,000		125,000	
1002180	Contracts - Prof/Commercial	18,000	18,000	18,000		18,000	
1002180	Equipment Rental-Maintenance	100	100	300		300	
1002180	Parts & Service Vandalism	2,500	3,568	3,500		3,500	
1002180	Parts & Service Accidents	1,000	1,932	2,000		2,000	
1002180	Computer Operation Support	1,941	1,941	2,165		2,264	
1002180	Vehicle Rental	57,184	57,184	62,140		70,934	
1002180	Tele-Mobile/ Pagers	2,500	2,500	2,500		2,500	
1002180	Training	1,600	1,600	1,600		1,600	
1002180	Safety Program	500	500	500		500	
1002180	Furniture & Equipment	12,000	6,000	21,000		0	
<b>Total Services &amp; Supplies</b>		<b>305,745</b>	<b>358,745</b>	<b>379,125</b>	<b>6%</b>	<b>367,018</b>	<b>-3%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>702,730</b>	<b>755,730</b>	<b>763,910</b>	<b>1%</b>	<b>778,233</b>	<b>2%</b>
<b>Cost Allocation:</b>							
1002180	City Wide Admin	212,718	213,433	207,425		217,327	
<b>Total Cost Allocation</b>		<b>212,718</b>	<b>213,433</b>	<b>207,425</b>	<b>-3%</b>	<b>217,327</b>	<b>5%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>915,448</b>	<b>969,163</b>	<b>971,335</b>	<b>0%</b>	<b>995,560</b>	<b>2%</b>

<b>PUBLIC WORKS STRIPING/SIGNING (100-2180)</b>							
		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>							
Special Services Public Works		2,000	1,000	2,000	100%	2,000	0%
<b>Total Source of Funds</b>		<b>2,000</b>	<b>1,000</b>	<b>2,000</b>	<b>100%</b>	<b>2,000</b>	<b>0%</b>
<b>Use of Funds:</b>							
Personnel		396,985	396,985	384,785	-3%	411,215	7%
Services & Supplies		305,745	358,745	379,125	6%	367,018	-3%
Internal Services		212,718	213,433	207,425	-3%	217,327	5%
<b>Total Use of Funds</b>		<b>915,448</b>	<b>969,163</b>	<b>971,335</b>	<b>0%</b>	<b>995,560</b>	<b>2%</b>
Funded FTE's		3.00	3.00	3.00		3.00	

<b>PW FACILITIES MAINT - 100-2190</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1002190	Regular Salaries	148,892	148,892	148,095		155,455	
1002190	Overtime	7,000	6,958	7,000		7,000	
1002190	Standby Pay	0	1,180	1,000		1,000	
1002190	Retirement-PERS	46,196	46,196	47,960		57,030	
1002190	Retirement-Medicare	2,271	2,271	2,300		2,405	
1002190	Retirement-Deferred Comp	252	375	410		430	
1002190	Cafeteria Plan	41,490	41,490	37,670		39,355	
1002190	Retiree Medical	8,621	8,621	6,785		8,755	
1002190	Life Insurance/EAP	241	241	236		240	
1002190	Workers' Compensation	17,212	17,212	11,045		13,920	
1002190	Allowances	75	96	105		105	
<b>Total Personnel Services</b>		<b>272,250</b>	<b>273,532</b>	<b>262,606</b>	<b>-4%</b>	<b>285,695</b>	<b>9%</b>
<b>Services &amp; Supplies</b>							
1002190	Operating Supplies	19,500	19,500	19,500		19,500	
1002190	Clothing Expense	1,600	1,600	1,600		1,600	
1002190	Small Tools	1,000	1,000	1,000		1,000	
1002190	Fuel	4,000	3,000	4,000		4,000	
1002190	Contracts - Prof/Commercial	170,000	170,000	150,000		150,000	
1002190	Contracts-Public Agencies	5,500	5,500	5,000		5,000	
1002190	Equipment Rental-Maintenance	200	200	400		400	
1002190	Parts & Service	20,000	20,000	20,000		20,000	
1002190	Parts & Service-Vandalism	1,000	1,000	1,000		1,000	
1002190	Parts & Service-Accidents	0	234	0		0	
1002190	Maintenance Contracts	70,000	70,000	70,000		70,000	
1002190	Insurance Policies	4,560	3,250	3,740		4,301	
1002190	Computer Operation Support	476	476	531		556	
1002190	Vehicle Rental	4,820	4,820	4,447		4,868	
1002190	Tele-Long Dist/Line Chgs	600	600	600		600	
1002190	Tele-Mobile/Pagers	826	826	826		826	
1002190	Electricity	137,832	137,832	137,832		137,832	
1002190	Gas	25,000	25,000	25,000		25,000	
1002190	Taxes	2,704	2,704	2,704		2,704	
1002190	Safety Program	200	200	200		200	
<b>Total Services &amp; Supplies</b>		<b>469,818</b>	<b>467,742</b>	<b>448,380</b>	<b>-4%</b>	<b>449,387</b>	<b>0%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>742,068</b>	<b>741,274</b>	<b>710,986</b>	<b>-4%</b>	<b>735,082</b>	<b>3%</b>
<b>TRANSFER OUT ACCOUNTS:</b>							
1002190	Transfer out to Honeywell Debt Svc	17,654	17,654	17,846		18,039	
<b>TOTAL TRANSFER OUT ACCOUNTS</b>		<b>17,654</b>	<b>17,654</b>	<b>17,846</b>	<b>1%</b>	<b>18,039</b>	<b>1%</b>
<b>Cost Allocation:</b>							
1002190	Equipment Use Allowance	15,532	15,532	15,532		15,532	
1002190	City Wide Admin	-744,073	-743,475	-713,996		-733,362	
<b>Total Cost Allocation</b>		<b>-728,541</b>	<b>-727,943</b>	<b>-698,464</b>	<b>-4%</b>	<b>-717,830</b>	<b>3%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>31,181</b>	<b>30,985</b>	<b>30,368</b>	<b>-2%</b>	<b>35,291</b>	<b>16%</b>

<b>PUBLIC WORKS FACILITIES MAINTENANCE (100-2190)</b>							
		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Use of Funds:</b>							
Personnel		272,250	273,532	262,606	-4%	285,695	9%
Services & Supplies		469,818	467,742	448,380	-4%	449,387	0%
Transfers Out		17,654	17,654	17,846	1%	18,039	1%
Internal Services		(728,541)	(727,943)	(698,464)	-4%	(717,830)	3%
<b>Total Use of Funds</b>		<b>31,181</b>	<b>30,985</b>	<b>30,368</b>	<b>-2%</b>	<b>35,291</b>	<b>16%</b>
Funded FTE's		2.125	2.200	2.200		2.200	

<b>PW PARK MAINT - 100-2195</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1002195	Regular Salaries	77,982	77,982	78,415		80,752	
1002195	Overtime	9,000	9,000	9,000		9,000	
1002195	Standby Pay	0	424	250		250	
1002195	Retirement-PERS	24,145	24,145	26,375		30,785	
1002195	Retirement-Medicare	1,286	1,286	1,305		1,330	
1002195	Retirement-Deferred Comp	66	66	74		78	
1002195	Cafeteria Plan	15,730	15,730	18,500		19,360	
1002195	Retiree Medical	4,174	4,174	3,000		3,934	
1002195	Life Insurance/EAP	123	123	118		122	
1002195	Workers' Compensation	9,687	9,687	5,860		7,245	
1002195	Allowances	15	15	15		15	
<b>Total Personnel Services</b>		<b>142,208</b>	<b>142,632</b>	<b>142,912</b>	<b>0%</b>	<b>152,871</b>	<b>7%</b>
<b>Services &amp; Supplies</b>							
1002195	Operating Supplies	12,600	12,600	12,600		12,600	
1002195	Volunteer Supplies	1,500	1,500	1,500		1,500	
1002195	Signs & Sign Repair	7,000	7,000	7,000		7,000	
1002195	Contracts - Prof/Commercial	1,086,277	1,086,277	1,036,000		1,036,000	
1002195	Equipment Rental-Maintenance	150	150	200		200	
1002195	Parts & Service	5,000	5,000	5,000		5,000	
1002195	Parts & Service-Vandalism	54,000	54,000	54,000		54,000	
1002195	Parts & Service-Accidents	8,000	8,000	8,000		8,000	
1002195	Tele-Long Dist/Line Chgs	1,200	1,200	1,200		1,200	
1002195	Electricity	6,000	6,000	6,000		6,000	
1002195	Electricity-Park Lighting	14,000	14,000	14,000		14,000	
1002195	Electricity-Electric Pumps	1,200	1,200	1,200		1,200	
1002195	Taxes	6,400	7,409	8,200		8,200	
<b>Total Services &amp; Supplies</b>		<b>1,203,327</b>	<b>1,204,336</b>	<b>1,154,900</b>	<b>-4%</b>	<b>1,154,900</b>	<b>0%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>1,345,535</b>	<b>1,346,968</b>	<b>1,297,812</b>	<b>-4%</b>	<b>1,307,771</b>	<b>1%</b>
<b>TRANSFER OUT ACCOUNTS:</b>							
1002195	To Downtown MD Fund	102,000	102,000	81,000		81,000	
1002195	To Hillcrest MD Fund	16,000	16,000	16,000		16,000	
1002195	To Park District 2A MD Fund	123,000	123,000	121,000		121,000	
<b>TOTAL TRANSFER OUT ACCOUNTS</b>		<b>241,000</b>	<b>241,000</b>	<b>218,000</b>	<b>-10%</b>	<b>218,000</b>	<b>0%</b>
<b>Cost Allocation:</b>							
1002195	City Wide Admin	58,927	59,518	58,758		59,671	
<b>Total Cost Allocation</b>		<b>58,927</b>	<b>59,518</b>	<b>58,758</b>	<b>-1%</b>	<b>59,671</b>	<b>2%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>1,645,462</b>	<b>1,647,486</b>	<b>1,574,570</b>	<b>-4%</b>	<b>1,585,442</b>	<b>1%</b>

<b>PUBLIC WORKS PARKS MAINTENANCE (100-2195)</b>							
		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>							
Miscellaneous Revenue		38,500	38,500	38,500	0%	38,500	0%
Transfers in SLLMDs		97,622	130,091	87,469	-33%	77,469	-11%
<b>Total Source of Funds</b>		<b>136,122</b>	<b>168,591</b>	<b>125,969</b>	<b>-25%</b>	<b>115,969</b>	<b>-8%</b>
<b>Use of Funds:</b>							
Personnel		142,208	142,632	142,912	0%	152,871	7%
Services & Supplies		1,203,327	1,204,336	1,154,900	-4%	1,154,900	0%
Transfers out to SLLMD		241,000	241,000	218,000	-10%	218,000	0%
Internal Services		58,927	59,518	58,758	-1%	59,671	2%
<b>Total Use of Funds</b>		<b>1,645,462</b>	<b>1,647,486</b>	<b>1,574,570</b>	<b>-4%</b>	<b>1,585,442</b>	<b>1%</b>
Funded FTE's		1.025	1.025	1.025		1.025	

<b>PW MEDIAN/GEN LAND - 100-2196</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1002196	Regular Salaries	67,123	67,123	69,050		71,875	
1002196	Part Time Help	25,000	25,000	25,000		25,000	
1002196	Overtime	0	157	0		0	
1002196	Standby Pay	0	20	30		30	
1002196	Retirement-PERS	21,051	21,051	23,110		27,265	
1002196	Retirement-Medicare	1,352	1,352	1,430		1,465	
1002196	Retirement-PARS	325	325	325		325	
1002196	Retirement-Deferred Comp	378	378	420		440	
1002196	Cafeteria Plan	13,910	13,910	14,920		15,290	
1002196	Retiree Medical	5,184	5,184	4,000		4,910	
1002196	Life Insurance/EAP	103	103	100		105	
1002196	Workers' Compensation	10,001	10,001	6,847		8,450	
1002196	Allowances	113	113	15		15	
1002196	Unemployment Insurance	5,000	5,000	5,000		5,000	
<b>Total Personnel Services</b>		<b>149,540</b>	<b>149,717</b>	<b>150,247</b>	<b>0%</b>	<b>160,170</b>	<b>7%</b>
<b>Services &amp; Supplies</b>							
1002196	Operating Supplies	13,500	12,000	12,000		12,000	
1002196	Chemicals	16,000	17,500	17,500		17,500	
1002196	Clothing Expense	1,210	1,210	1,210		1,210	
1002196	Small Tools	250	250	250		250	
1002196	Fuel	11,573	11,573	11,573		11,573	
1002196	Pipe-Fittings/Irrigation	12,000	12,000	12,000		12,000	
1002196	Contracts - Prof/Commercial	192,500	192,500	185,000		185,000	
1002196	Equipment Rental-Maintenance	100	100	200		200	
1002196	Parts & Service-Vandalism	1,000	1,000	1,000		1,000	
1002196	Parts & Service-Accidents	16,500	16,500	16,500		16,500	
1002196	Vehicle Rental	32,500	32,500	22,983		25,302	
1002196	Tele-Long Dist/Line Chgs	2,000	2,000	2,000		2,000	
1002196	Electricity	20,800	20,800	20,800		20,800	
<b>Total Services &amp; Supplies</b>		<b>319,933</b>	<b>319,933</b>	<b>303,016</b>	<b>-5%</b>	<b>305,335</b>	<b>1%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>469,473</b>	<b>469,650</b>	<b>453,263</b>	<b>-3%</b>	<b>465,505</b>	<b>3%</b>
<b>Cost Allocation:</b>							
1002196	City Wide Admin	69,827	70,337	67,673		69,741	
<b>Total Cost Allocation</b>		<b>69,827</b>	<b>70,337</b>	<b>67,673</b>	<b>-4%</b>	<b>69,741</b>	<b>3%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>539,300</b>	<b>539,987</b>	<b>520,936</b>	<b>-4%</b>	<b>535,246</b>	<b>3%</b>

<b>PUBLIC WORKS PARK MEDIAN/GENERAL LANDSCAPE MAINTENANCE (100-2196)</b>							
		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>							
Miscellaneous Revenue		200	1,280	200	-84%	200	0%
Transfers in from SLLMDs		34,998	61,622	50,004	-19%	50,004	0%
<b>Total Source of Funds</b>		<b>35,198</b>	<b>62,902</b>	<b>50,204</b>	<b>-20%</b>	<b>50,204</b>	<b>0%</b>
<b>Use of Funds:</b>							
Personnel		149,540	149,717	150,247	0%	160,170	7%
Services & Supplies		319,933	319,933	303,016	-5%	305,335	1%
Internal Services		69,827	70,337	67,673	-4%	69,741	3%
<b>Total Use of Funds</b>		<b>539,300</b>	<b>539,987</b>	<b>520,936</b>	<b>-4%</b>	<b>535,246</b>	<b>3%</b>
Funded FTE's		1.0125	1.0200	1.0200		1.0200	

<b>PW WORK ALTER. PRGM. 100-2198</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1002198	Regular Salaries	65,885	65,885	65,060		68,110	
1002198	Part Time Help	34,200	34,200	34,200		34,200	
1002198	Retirement-PERS	20,350	20,350	21,900		25,990	
1002198	Retirement-Medicare	1,455	1,455	1,455		1,500	
1002198	Retirement-PARS	445	445	445		445	
1002198	Cafeteria Plan	9,325	9,325	12,150		12,715	
1002198	Retiree Medical	3,350	3,350	2,360		3,155	
1002198	Life Insurance/EAP	125	125	118		120	
1002198	Workers' Compensation	11,595	11,595	7,850		6,340	
<b>Total Personnel Services</b>		<b>146,730</b>	<b>146,730</b>	<b>145,538</b>	<b>-1%</b>	<b>152,575</b>	<b>5%</b>
<b>Services &amp; Supplies</b>							
1002198	Operating Supplies	8,000	8,000	8,000		8,000	
1002198	Clothing Expense	500	500	500		500	
1002198	Small Tools	250	250	250		250	
1002198	Fuel	3,245	2,000	0		0	
1002198	Insurance Policies	2,965	-657	2,500		2,700	
1002198	Telephone Mobile/pagers	600	600	600		600	
1002198	Safety Program	100	100	100		100	
<b>Total Services &amp; Supplies</b>		<b>15,660</b>	<b>10,793</b>	<b>11,950</b>	<b>11%</b>	<b>12,150</b>	<b>2%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>162,390</b>	<b>157,523</b>	<b>157,488</b>	<b>0%</b>	<b>164,725</b>	<b>5%</b>

<b>PUBLIC WORKS WORK ALTERNATIVE PROGRAM (100-2198)</b>							
		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>							
Transfer in from NPDES		73,365	73,365	72,769	-1%	76,585	5%
Transfer in from SLLMD Admin		17,608	17,608	17,465	-1%	18,445	6%
<b>Total Source of Funds</b>		<b>90,973</b>	<b>90,973</b>	<b>90,234</b>	<b>-1%</b>	<b>95,030</b>	<b>5%</b>
<b>Use of Funds:</b>							
Personnel		146,730	146,730	145,538	-1%	152,575	5%
Services & Supplies		15,660	10,793	11,950	11%	12,150	2%
<b>Total Use of Funds</b>		<b>162,390</b>	<b>157,523</b>	<b>157,488</b>	<b>0%</b>	<b>164,725</b>	<b>5%</b>
Funded FTE's		1.00	1.00	1.00		1.00	

<b>PW WAREHOUSE &amp; STORES - 100-2620</b>			<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>								
<b>Personnel Services:</b>								
1002620	61010	Regular Salaries	9,505	9,505	9,380		9,825	
1002620	61030	Overtime	25	25	25		25	
1002620	61100	Retirement-PERS	2,935	2,935	3,160		3,750	
1002620	61115	Retirement-Medicare	145	145	155		165	
1002620	61121	State Disability Ins	50	50	0		0	
1002620	61129	Cafeteria Plan	1,315	1,315	1,610		1,640	
1002620	61133	Retiree Medical	495	495	345		465	
1002620	61140	Life Insurance/EAP	22	22	16		18	
1002620	61150	Workers' Compensation	1,115	1,115	745		935	
<b>Total Personnel Services</b>			<b>15,607</b>	<b>15,607</b>	<b>15,436</b>	<b>-1%</b>	<b>16,823</b>	<b>9%</b>

<b>PUBLIC WORKS WAREHOUSE AND CENTRAL STORES (100-2620)</b>							
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>	
<b>Use of Funds:</b>							
Personnel	15,607	15,607	15,436	-1%	16,823	9%	
<b>Total Use of Funds</b>	<b>15,607</b>	<b>15,607</b>	<b>15,436</b>	<b>-1%</b>	<b>16,823</b>	<b>9%</b>	
Funded FTE's	0.14	0.14	0.14		0.14	0%	

<b>PW ENGINEERING LAND DEV. - 100-5150</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1005150	61010 Regular Salaries	478,423	456,632	486,965		508,865	
1005150	61015 Salaries-Payoff	0	21,791	0		0	
1005150	61030 Overtime	15,000	15,000	15,000		15,000	
1005150	61100 Retirement-PERS	155,026	155,026	160,505		190,008	
1005150	61115 Retirement-Medicare	7,197	7,197	7,290		7,610	
1005150	61120 Retirement-Deferred Comp	710	710	780		815	
1005150	61121 State Disability Insurance	4,769	4,769	4,065		4,580	
1005150	61129 Cafeteria Plan	85,750	85,750	115,595		120,585	
1005150	61133 Retiree Medical	28,070	28,070	20,636		27,078	
1005150	61140 Life Insurance/EAP	716	716	712		715	
1005150	61150 Workers' Compensation	23,923	23,923	16,635		20,998	
1005150	61160 Allowances	150	150	150		150	
<b>Total Personnel Services</b>		<b>799,734</b>	<b>799,734</b>	<b>828,333</b>	<b>4%</b>	<b>896,404</b>	<b>8%</b>
<b>Services &amp; Supplies</b>							
1005150	62100 Office Supplies	1,000	1,000	1,000		1,000	
1005150	62200 Operating Supplies	3,500	3,500	3,500		3,500	
1005150	62242 Clothing Expense	1,200	1,200	1,200		1,200	
1005150	62280 Postage	100	100	100		100	
1005150	62290 Fuel	7,000	7,000	7,000		7,000	
1005150	62400 Printing	500	500	500		500	
1005150	62410 Copier	14,565	14,565	14,565		7,000	
1005150	62450 Books & Periodicals	150	150	500		500	
1005150	63010 Contracts - Prof/Commercial	154,110	254,110	250,000		150,000	
1005150	63052 Equipment Rental-Maintenance	1,425	1,425	1,400		1,400	
1005150	63800 Computer Operation Support	31,469	31,469	44,395		41,964	
1005150	63840 Vehicle Rental	10,733	10,733	7,430		8,408	
1005150	64005 Tele-Software/Maint	1,950	1,950	1,877		1,925	
1005150	64010 Tele-Long Dist/Line Chgs	500	500	500		500	
1005150	64015 Tele-Mobile/Pagers	2,500	2,500	2,500		2,500	
1005150	65010 Business Expense	350	350	350		350	
1005150	65020 Conferences/Dues	500	500	500		500	
1005150	65030 Training	500	500	500		500	
<b>Total Services &amp; Supplies</b>		<b>232,052</b>	<b>332,052</b>	<b>337,817</b>	<b>2%</b>	<b>228,847</b>	<b>-32%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>1,031,786</b>	<b>1,131,786</b>	<b>1,166,150</b>	<b>3%</b>	<b>1,125,251</b>	<b>-4%</b>
<b>Cost Allocation:</b>							
1005150	63812 Building Use Allowance	7,668	7,668	7,668		7,668	
1005150	63816 City Wide Admin	379,011	380,691	383,392		407,979	
<b>Total Cost Allocation</b>		<b>386,679</b>	<b>388,359</b>	<b>391,060</b>	<b>1%</b>	<b>415,647</b>	<b>6%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>1,418,465</b>	<b>1,520,145</b>	<b>1,557,210</b>	<b>2%</b>	<b>1,540,898</b>	<b>-1%</b>

<b>ENGINEERING LAND DEVELOPMENT (100-5150)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Permits	207,500	210,000	210,000	0%	210,000	0%
Charges for Services	300,000	300,000	350,000	17%	350,000	0%
Other	30,000	130,000	130,000	0%	30,000	0%
Transfers In NPDES Fund	200,000	200,000	200,000	0%	200,000	0%
<b>Total Source of Funds</b>	<b>737,500</b>	<b>840,000</b>	<b>890,000</b>	<b>6%</b>	<b>790,000</b>	<b>-11%</b>
<b>Use of Funds:</b>						
Personnel	799,734	799,734	828,333	4%	896,404	8%
Services & Supplies	232,052	332,052	337,817	2%	228,847	-32%
Internal Services	386,679	388,359	391,060	1%	415,647	6%
<b>Total Use of Funds</b>	<b>1,418,465</b>	<b>1,520,145</b>	<b>1,557,210</b>	<b>2%</b>	<b>1,540,898</b>	<b>-1%</b>
Funded FTE's	6.25	6.25	6.25		6.25	

<b>CIP ENGINEERING ADMIN - 100-5170</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1005170	Regular Salaries	22,329	44,297	56,207		58,762	
1005170	Retirement-PERS	15,281	15,281	19,770		22,125	
1005170	Retirement-Medicare	601	601	835		870	
1005170	Retirement-Deferred Comp	854	854	1,005		1,040	
1005170	State Disability Insurance	69	69	0		0	
1005170	Cafeteria Plan	5,865	5,865	9,290		9,065	
1005170	Retiree Medical	5,552	5,552	4,956		5,779	
1005170	Life Insurance/EAP	76	76	60		65	
1005170	Workers' Compensation	1,076	2,089	920		1,155	
1005170	Allowances	150	150	150		150	
<b>Total Personnel Services</b>		<b>51,853</b>	<b>74,834</b>	<b>93,193</b>	<b>25%</b>	<b>99,011</b>	<b>6%</b>
<b>Services &amp; Supplies</b>							
1005170	Office Supplies	400	400	400		400	
1005170	Operating Supplies	2,500	2,500	2,000		2,000	
1005170	Copier	2,445	2,445	2,445		1,000	
1005170	Equipment Rental-Maintenance	960	960	900		900	
1005170	Computer Operation Support	647	647	722		755	
1005170	Tele-Software/Maint	780	780	751		770	
1005170	Tele-Long Dist/Line Chgs	100	100	100		100	
1005170	Tele-Mobile/Pagers	1,000	1,000	1,000		1,000	
1005170	Business Expense	0	70	0		0	
1005170	Conferences/Dues	500	500	500		500	
1005170	Training	500	500	500		500	
<b>Total Services &amp; Supplies</b>		<b>9,832</b>	<b>9,902</b>	<b>9,318</b>	<b>-6%</b>	<b>7,925</b>	<b>-15%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>61,685</b>	<b>84,736</b>	<b>102,511</b>	<b>21%</b>	<b>106,936</b>	<b>4%</b>
<b>Cost Allocation:</b>							
1005170	Building Use Allowance	1,180	1,180	1,180		1,180	
1005170	City Wide Admin	38,112	38,320	38,456		40,202	
<b>Total Cost Allocation</b>		<b>39,292</b>	<b>39,500</b>	<b>39,636</b>	<b>0%</b>	<b>41,382</b>	<b>4%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>100,977</b>	<b>124,236</b>	<b>142,147</b>	<b>14%</b>	<b>148,318</b>	<b>4%</b>

<b>CAPITAL IMPROVEMENT ADMINISTRATION (100-5170)</b>							
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>	
<b>Use of Funds:</b>							
Personnel	51,853	74,834	93,193	25%	99,011	6%	
Services & Supplies	9,832	9,902	9,318	-6%	7,925	-15%	
Internal Services	39,292	39,500	39,636	0%	41,382	4%	
<b>Total Use of Funds</b>	<b>100,977</b>	<b>124,236</b>	<b>142,147</b>	<b>14%</b>	<b>148,318</b>	<b>4%</b>	
Funded FTE's	1.25	0.50	0.50		0.50		

<b>CIP IMPROVEMENTS- 100-5180</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1005180	Regular Salaries	60,000	59,800	65,730		66,965	
1005180	Retirement-PERS	19,000	19,000	23,175		26,660	
1005180	Retirement-Medicare	870	870	1,000		1,130	
1005180	State Disability Insurance	585	585	725		745	
1005180	Cafeteria Plan	12,000	12,000	11,000		11,455	
1005180	Retiree Medical	3,830	3,830	2,895		3,870	
1005180	Life Insurance/EAP	155	155	240		245	
1005180	Workers' Compensation	3,500	3,500	3,235		3,790	
1005180	Allowances	0	200	220		220	
<b>Total Personnel Services</b>		<b>99,940</b>	<b>99,740</b>	<b>108,220</b>	<b>9%</b>	<b>114,860</b>	<b>15%</b>
<b>Services &amp; Supplies</b>							
1005180	Office Supplies	800	800	800		800	
1005180	Operating Supplies	1,540	1,540	1,500		1,500	
1005180	Clothing Expense	500	500	500		500	
1005180	Postage	2,000	2,000	1,500		1,500	
1005180	Printing	100	100	50		50	
1005180	Copier	2,375	2,375	2,375		1,000	
1005180	Equipment Rental-Maintenance	545	545	1,000		1,000	
1005180	Computer Operation Support	24,826	24,826	35,823		33,557	
1005180	Tele-Software/Maint	3,510	3,510	3,379		3,466	
1005180	Tele-Long Dist/Line Chgs	200	200	200		200	
1005180	Tele-Mobile/Pagers	1,000	1,000	1,000		1,000	
1005180	Business Expense	100	100	100		100	
1005180	Conferences/Dues	1,000	1,000	1,000		1,000	
<b>Total Services &amp; Supplies</b>		<b>38,496</b>	<b>38,496</b>	<b>49,227</b>	<b>28%</b>	<b>45,673</b>	<b>19%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>138,436</b>	<b>138,236</b>	<b>157,447</b>	<b>14%</b>	<b>160,533</b>	<b>16%</b>
<b>Cost Allocation:</b>							
1005180	Building Use Allowance	1,769	1,769	1,769		1,769	
1005180	Equipment Use Allowance	100	100	100		100	
1005180	City Wide Admin	60,313	60,736	60,883		63,635	
<b>Total Cost Allocation</b>		<b>62,182</b>	<b>62,605</b>	<b>62,752</b>	<b>0%</b>	<b>65,504</b>	<b>5%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>200,618</b>	<b>200,841</b>	<b>220,199</b>	<b>10%</b>	<b>226,037</b>	<b>13%</b>

<b>CAPITAL IMPROVEMENT SERVICES (5180)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Use of Funds:</b>						
Personnel	99,940	99,740	108,220	9%	114,860	6%
Services & Supplies	38,496	38,496	49,227	28%	45,673	-7%
Internal Services	62,182	62,605	62,752	0%	65,504	4%
<b>Total Use of Funds</b>	<b>200,618</b>	<b>200,841</b>	<b>220,199</b>	<b>10%</b>	<b>226,037</b>	<b>3%</b>
Funded FTE's	2.00	2.00	2.00		2.00	

**MARINA FUND 631**

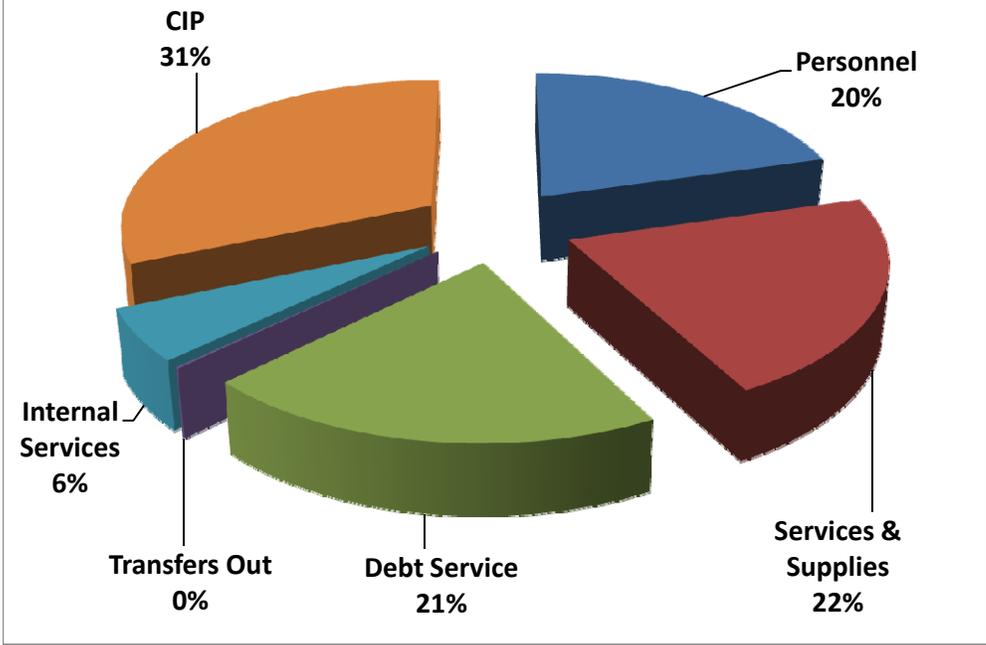
**Statement of Revenues, Expenditures and Change in Net Position**

	2013-14 Actual	2014-15 Actual*	2015-16 Actual	2016-17 Budget	2016-17 Revised	2017-18 Proposed	2018-19 Proposed	% Change	% Change
<b>Beginning Balance, July 1</b>	\$1,017,564	\$702,958	\$524,937	\$222,624	\$222,624	(\$84,352)	(\$339,137)		
<b>Revenue Source:</b>									
Investment Income	6,779	7,226	9,421	250	500	250	250	-50%	0%
Rent – Building Tenants	28,733	27,017	24,941	29,000	30,804	31,420	32,048	2%	0%
Rent – Permanent Berths	413,515	390,137	357,225	400,000	300,000	400,000	400,000	33%	2%
Rent – Temporary Berths	25,274	21,672	14,717	30,000	10,000	10,000	10,000	0%	0%
Fuel & Lubricant Sales	92,765	60,030	44,888	100,000	120,000	120,000	120,000	0%	0%
Electric Submeter Fee	13,677	12,447	10,653	14,000	14,000	14,000	14,000	0%	0%
Launch Fees	17,340	17,188	18,937	23,000	23,000	23,000	23,000	0%	0%
Revenue from Other Agencies	304,429	0	185,313	31,835	31,835	400,000	0	1156%	-100%
Other	10,333	6,891	20,859	7,000	29,600	20,000	20,000	-32%	0%
Transfers In	0	0	0	228,910	0	0	120,000	0%	100%
<b>Total Revenue</b>	<b>912,845</b>	<b>542,608</b>	<b>686,954</b>	<b>863,995</b>	<b>559,739</b>	<b>1,018,670</b>	<b>739,298</b>	<b>82%</b>	<b>-27%</b>
<b>Expenditures:</b>									
Personnel	150,486	181,544	187,617	224,724	239,897	261,191	284,770	9%	9%
Services & Supplies	537,143	178,625	164,632	272,612	255,290	276,758	278,534	8%	1%
Debt Service		286,546	286,240	261,853	261,853	261,847	206,035	0%	-21%
Capital Projects	12,653	11,469	283,160	434,335	34,335	400,000	0	1065%	-100%
Transfers Out	1,699	1,717	1,736	1,755	1,755	1,774	1,793	1%	1%
Internal Services	55,573	60,728	65,882	72,756	73,585	71,885	76,207	-2%	6%
<b>Total Expenditures</b>	<b>757,554</b>	<b>720,629</b>	<b>989,267</b>	<b>1,268,035</b>	<b>866,715</b>	<b>1,273,455</b>	<b>847,339</b>	<b>47%</b>	<b>-33%</b>
<b>Ending Balance with Net Pension Liability</b>	<b>\$1,172,855</b>	<b>\$524,937</b>	<b>\$222,624</b>	<b>(\$181,416)</b>	<b>(\$84,352)</b>	<b>(\$339,137)</b>	<b>(\$447,178)</b>		
<b>Net Pension Liability</b>	<b>0</b>	<b>424,193</b>	<b>448,124</b>	<b>448,124</b>	<b>448,124</b>	<b>448,124</b>	<b>448,124</b>		
<b>Available Ending Balance, June 30</b>	<b>\$1,172,855</b>	<b>\$949,130</b>	<b>\$670,748</b>	<b>\$266,708</b>	<b>\$363,772</b>	<b>\$108,987</b>	<b>\$946</b>		

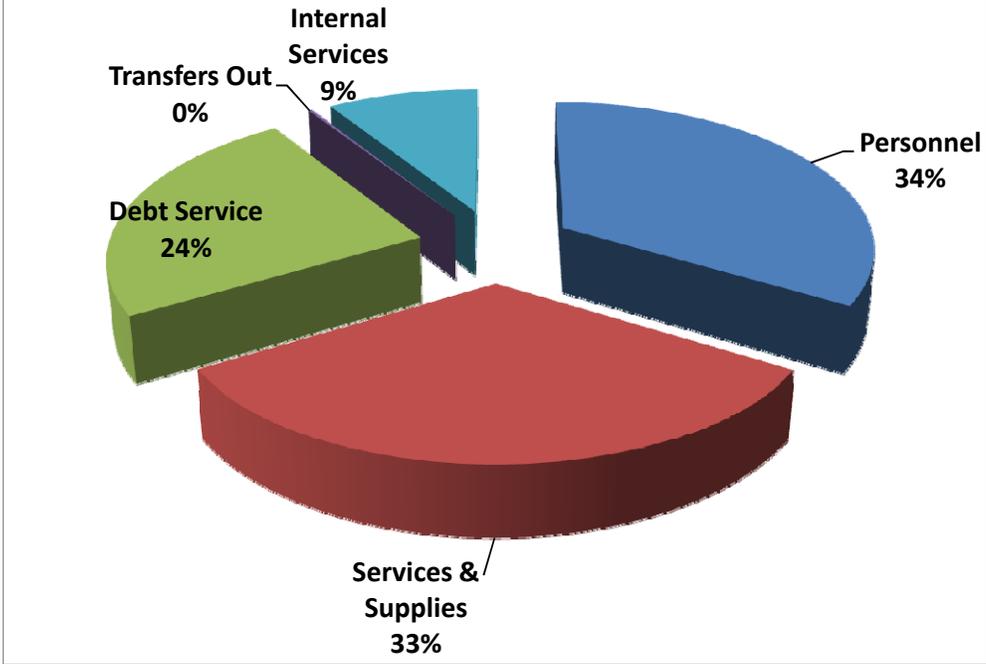
	Funded 2016-17	Funded 2017-18	Funded 2018-19
<b>Funded FTE's</b>			
Marina Administration	1.105	0.255	0.255
Marina Maintenance	0.85	1.70	1.70
Marina Boat Launch	0.30	0.30	0.30
<b>Total Funded FTE's</b>	<b>2.255</b>	<b>2.255</b>	<b>2.255</b>

\*In Fiscal Year 2015, the City was required to implement GASB 68 that requires agencies to record pension liabilities on the face of their financial statements rather than just footnote disclosure. For governmental fund types, the net pension liability is only reflected in the Comprehensive Annual Financial Report in the Basis Financial Statements and is not recorded in the individual funds in the City's general ledger. For business type funds (Enterprise), the pension liability is required to be recorded directly in each fund for the share of City's net pension liability, thus the Marina Fund must account for its share of pension liability. The amount of liability reflected in the chart on the prior page remains the same from FY16 forward because the June 30<sup>th</sup> amount of the liability each year cannot be determined until after the year end has closed. We have shown the amount added back to the balance to indicate the actual cash available in the fund.

### Marina 17/18 Expenditure Categories



### Marina 18/19 Expenditure Categories



<b>MARINA ADMINISTRATION - 631-2410</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS:</b>							
<b>Personnel Services:</b>							
6312410	Regular Salaries	31,050	32,288	32,328		33,910	
6312410	Standby Pay	500	500	500		500	
6312410	Retirement-PERS	9,870	10,154	11,250		12,515	
6312410	Retirement-Medicare	455	589	485		508	
6312410	Retirement-Deferred Comp	589	565	635		665	
6312410	Cafeteria Plan	4,690	4,410	4,720		4,795	
6312410	Retiree Medical	4,350	2,808	3,545		4,055	
6312410	Workers' Compensation	2,679	2,405	1,908		2,400	
6312410	Allowances	150	110	115		115	
<b>Total Personnel Services</b>		<b>54,333</b>	<b>53,829</b>	<b>55,486</b>	<b>3%</b>	<b>59,463</b>	<b>7%</b>
<b>Services and Supplies:</b>							
6312410	Operating Supplies	2,550	2,550	2,550		2,550	
6312410	Cost of Fuel Sold	100,000	80,000	100,000		100,000	
6312410	Postage	1,550	1,550	1,550		1,550	
6312410	Printing	1,550	1,550	1,550		1,550	
6312410	Copier	875	875	875		400	
6312410	Advertising	9,300	9,300	9,300		9,300	
6312410	Contracts - Prof/Commercial	25,000	25,000	25,000		25,000	
6312410	Contracts-Public Agencies	10,500	10,500	10,500		10,500	
6312410	Equipment Rental/Maintenance-NO	1,850	1,850	1,850		1,850	
6312410	Parts&Service Vandalism	500	500	500		500	
6312410	Insurance Policies-NO	16,495	12,562	12,665		14,555	
6312410	Claims Liability Expense	0	2,385	0		0	
6312410	Equipment Rental-Outside	494	400	400		400	
6312410	Computer Operation Support	6,465	6,465	7,357		7,808	
6312410	Cash Management	2,887	1,500	2,000		2,000	
6312410	Vehicle Rental	752	752	1,810		2,272	
6312410	Bank Charges	4,120	10,665	11,000		11,000	
6312410	Tele-Software/Maint	1,950	1,950	1,877		1,925	
6312410	Tele-Long Dist/Line Chgs	1,200	1,000	1,200		1,200	
6312410	Tele-Mobile/Pagers	1,200	800	1,000		1,000	
6312410	Electricity	39,624	39,624	39,624		39,624	
6312410	Gas	1,200	1,000	1,200		1,200	
6312410	Conferences/Dues	1,000	1,000	1,000		1,000	
6312410	Bad Debt Expense	6,000	6,000	6,000		6,000	
6312410	Prin-Marina Const Loan #84	22,525	22,525	23,538		24,598	
6312410	Prin-Marina Const Loan #85	84,919	84,919	88,734		36,914	
6312410	Prin-Marina Const Loan #86	13,558	13,558	14,168		14,805	
6312410	Prin-Marina Const Loan #87	20,339	20,339	21,254		22,211	
6312410	Interest-Marina Const Loan #84	31,798	31,798	30,785		29,725	
6312410	Interest-Marina Const Loan #85	59,925	59,925	56,104		52,111	
6312410	Interest-Marina Const Loan #86	11,578	11,578	10,968		10,331	
6312410	Interest-Marina Const Loan #87	17,211	17,211	16,296		15,340	
<b>Total Services and Supplies</b>		<b>498,915</b>	<b>481,631</b>	<b>502,655</b>	<b>4%</b>	<b>449,219</b>	<b>-11%</b>
<b>Total Personnel and Services &amp; Supplies</b>		<b>553,248</b>	<b>535,460</b>	<b>558,141</b>	<b>4%</b>	<b>508,682</b>	<b>-9%</b>
<b>TRANSFERS OUT</b>							
6312410	Transfer Out to Honewell Ret Debt	1,755	1,755	1,774		1,793	
<b>Total Transfers Out</b>		<b>1,755</b>	<b>1,755</b>	<b>1,774</b>	<b>1%</b>	<b>1,793</b>	<b>1%</b>
<b>Cost Allocation:</b>							
6312410	City Wide Admin	72,756	73,585	71,885		76,207	
<b>Total Cost Allocation</b>		<b>72,756</b>	<b>73,585</b>	<b>71,885</b>	<b>-2%</b>	<b>76,207</b>	<b>6%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>627,759</b>	<b>610,800</b>	<b>631,800</b>	<b>3%</b>	<b>586,682</b>	<b>-7%</b>

<b>Marina Administration (631-2410)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Projected</b>	<b>% Change</b>
<b>Sources of Funds:</b>						
Investment Income	250	500	250	-50%	250	0%
Charges for Service	573,000	474,804	575,420	21%	576,048	0%
Other	7,000	29,600	20,000	-32%	20,000	0%
Transfer in from General Fund	228,910	0	0	0%	120,000	100%
<b>Total Source of Funds</b>	<b>809,160</b>	<b>504,904</b>	<b>595,670</b>	<b>18%</b>	<b>716,298</b>	<b>20%</b>
<b>Use of Funds:</b>						
Personnel	54,333	53,829	55,486	3%	59,463	7%
Services & Supplies	237,062	219,778	240,808	10%	243,184	1%
Debt Service	261,853	261,853	261,847	0%	206,035	-21%
Transfers Out	1,755	1,755	1,774	1%	1,793	1%
Internal Services	72,756	73,585	71,885	-2%	76,207	6%
<b>Total Use of Funds</b>	<b>627,759</b>	<b>610,800</b>	<b>631,800</b>	<b>3%</b>	<b>586,682</b>	<b>-7%</b>
Funded FTE's	1.10	1.1050	0.2550		0.2550	

<b>MARINA MAINTENANCE - 631-2420</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS:</b>							
<b>Personnel Services:</b>							
6312420	Regular Salaries	56,240	66,460	103,785		109,195	
6312420	Part-Time Help	40,000	40,000	0		0	
6312420	Overtime	4,000	3,000	4,000		4,000	
6312420	Retirement-PERS	26,949	31,096	32,350		38,580	
6312420	Retirement-Medicare	1,455	1,720	1,690		1,770	
6312420	State Disability Insurance	568	568	570		585	
6312420	Cafeteria Plan	11,675	7,200	23,310		25,150	
6312420	Retiree Medical	2,928	2,105	3,780		5,170	
6312420	Life Insurance/EAP	105	101	101		106	
6312420	Workers' Compensation	10,191	6,500	4,435		5,535	
6312420	Unemployment Insurance	0	11,000	0		0	
<b>Total Personnel Services</b>		<b>154,111</b>	<b>169,750</b>	<b>174,021</b>	<b>3%</b>	<b>190,091</b>	<b>9%</b>
<b>Services and Supplies:</b>							
6312420	Operating Supplies	8,700	8,700	8,700		8,700	
6312420	Clothing Expense	600	600	1,000		400	
6312420	Small Tools	500	500	500		500	
6312420	Contracts - Prof/Commercial	20,000	20,000	20,000		20,000	
6312420	Training	250	250	250		250	
6312420	Safety Program	200	200	200		200	
<b>Total Services and Supplies</b>		<b>30,250</b>	<b>30,250</b>	<b>30,650</b>	<b>1%</b>	<b>30,050</b>	<b>-2%</b>
<b>Totals Operating Exp</b>		<b>184,361</b>	<b>200,000</b>	<b>204,671</b>	<b>2%</b>	<b>220,141</b>	<b>8%</b>

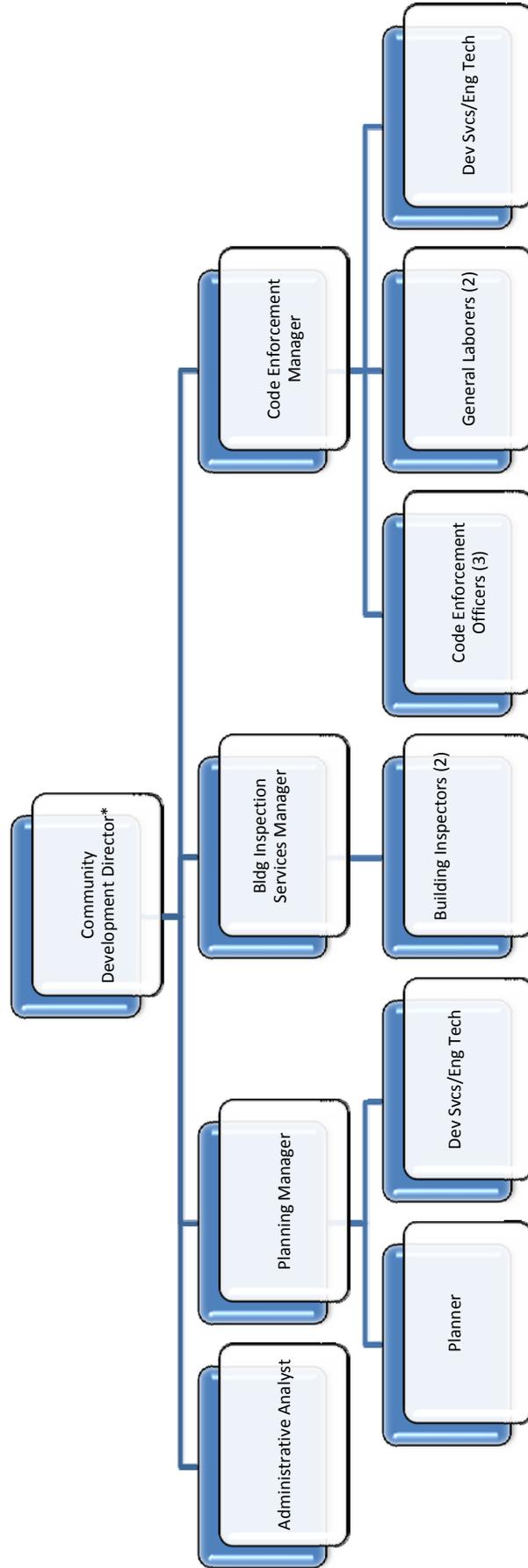
<b>Marina Maintenance (631-2420)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Projected</b>	<b>% Change</b>
<b>Use of Funds:</b>						
Personnel	154,111	169,750	174,021	3%	190,091	9%
Services & Supplies	30,250	30,250	30,650	1%	30,050	-2%
<b>Total Use of Funds</b>	<b>184,361</b>	<b>200,000</b>	<b>204,671</b>	<b>2%</b>	<b>220,141</b>	<b>8%</b>
Funded FTE's	0.850	0.850	1.700		1.700	

<b>MARINA BOAT LAUNCH - 631-2425</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS:</b>							
<b>Personnel Services:</b>							
6312425	Regular Salaries	9,519	9,519	18,032		19,270	
6312425	Overtime	0	38	0		0	
6312425	Retirement-PERS	2,903	2,903	6,422		7,785	
6312425	Retirement-Medicare	141	141	262		280	
6312425	State Disability Insurance	101	101	98		103	
6312425	Cafeteria Plan	2,230	2,230	5,408		5,850	
6312425	Retiree Medical	503	503	656		912	
6312425	Life Insurance/EAP	23	23	36		40	
6312425	Workers' Compensation	860	860	770		976	
<b>Total Personnel Services</b>		<b>16,280</b>	<b>16,318</b>	<b>31,684</b>	<b>94%</b>	<b>35,216</b>	<b>11%</b>
<b>Services and Supplies:</b>							
6312425	Operating Supplies	1,500	1,462	1,500		1,500	
6312425	Contracts - Prof/Commercial	3,800	3,800	3,800		3,800	
<b>Total Services and Supplies</b>		<b>5,300</b>	<b>5,262</b>	<b>5,300</b>	<b>1%</b>	<b>5,300</b>	<b>0%</b>
<b>Totals Operating Exp</b>		<b>21,580</b>	<b>21,580</b>	<b>36,984</b>	<b>71%</b>	<b>40,516</b>	<b>10%</b>

<b>Marina Boat Launch (631-2425)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Projected</b>	<b>% Change</b>
<b>Sources of Funds:</b>						
Launch Fees	23,000	23,000	23,000	0%	23,000	0%
<b>Total Source of Funds</b>	<b>23,000</b>	<b>23,000</b>	<b>23,000</b>	<b>0%</b>	<b>23,000</b>	<b>0%</b>
<b>Use of Funds:</b>						
Personnel	16,280	16,318	31,684	94%	35,216	11%
Services & Supplies	5,300	5,262	5,300	1%	5,300	0%
<b>Total Use of Funds</b>	<b>21,580</b>	<b>21,580</b>	<b>36,984</b>	<b>71%</b>	<b>40,516</b>	<b>10%</b>
Funded FTE's	0.30	0.30	0.30		0.30	



## COMMUNITY DEVELOPMENT DEPARTMENT – GENERAL FUND



# of Positions Funded	# of Filled Positions	# of Vacant Positions
16.00	15.00	0.00

\* .10 of Director allocated to Solid Waste Fund

**COMMUNITY DEVELOPMENT**

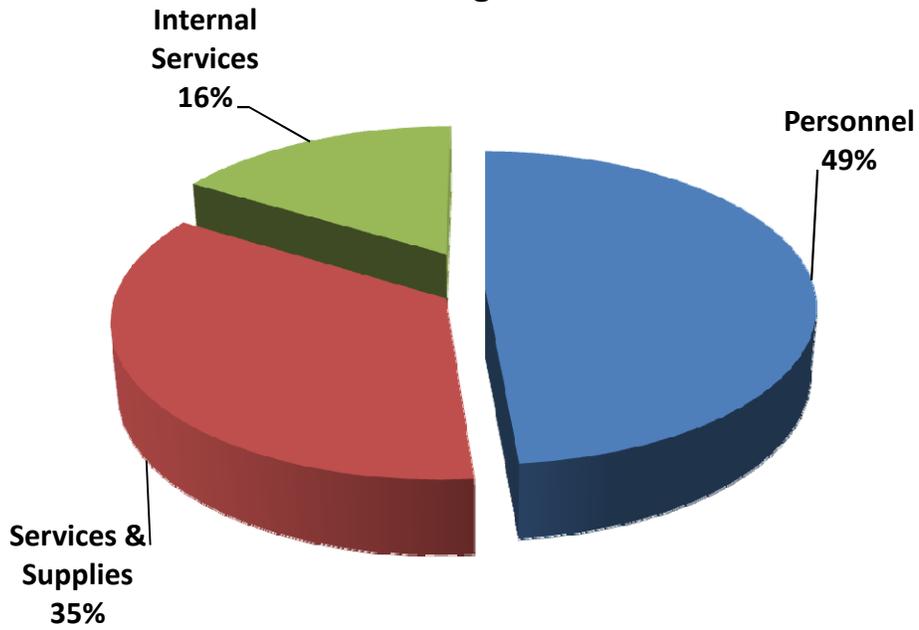
**COMMUNITY DEVELOPMENT SUMMARY**

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Revised	2017-18 Proposed	% Change	2018-19 Proposed	% Change
<b>SOURCE OF FUNDS:</b>									
Taxes – Measure C	0	112,685	289,384	668,473	530,000	579,115	9%	625,084	8%
Building Permits	1,026,273	922,159	820,882	1,000,000	1,000,000	1,000,000	0%	1,000,000	0%
Plan Checking Fees	240,559	265,000	261,753	195,000	258,500	250,000	-3%	250,000	0%
Planning Fees	17,580	17,383	16,649	14,000	30,930	30,000	-3%	30,000	0%
Pool Safety Fee	588	596	1,127	500	746	500	-33%	500	0%
Cert Access Spec Consultation	0	0	35	0	0	0	0%	0	0%
Technology Fee	21,131	23,621	21,791	22,500	24,000	24,000	0%	24,000	0%
Energy Inspection Fee	21,058	23,575	21,680	22,500	22,500	24,000	7%	24,000	0%
Accessibility Fee	1,516	3,266	2,405	2,000	3,301	2,000	-39%	2,000	0%
Green Bldg Verif & Compliance	86,668	44,640	26,953	85,000	40,000	40,000	0%	40,000	0%
Federal Grant	0	24,994	41,581	0	0	0	0%	0	0%
General Plan Maintenance Fee	34,532	14,014	6,171	10,000	22,195	9,650	-57%	9,650	0%
Reimbursement Developers	127,298	76,845	34,663	80,000	5,000	5,000	0%	5,000	0%
Assessment Fees	78,500	43,071	74,519	40,000	60,000	122,500	104%	132,500	0%
Abatement Fees	130,333	103,788	67,161	95,000	80,000	142,500	78%	157,500	11%
Revenue from Other Agencies	0	0	266,327	160,530	60,100	688,131	1045%	0	-100%
Miscellaneous Revenue	25,190	26,148	17,067	38,540	36,000	35,000	-3%	35,000	0%
<b>Total Source of Funds</b>	<b>1,811,226</b>	<b>1,701,785</b>	<b>1,970,148</b>	<b>2,434,043</b>	<b>2,173,272</b>	<b>2,952,396</b>	<b>36%</b>	<b>2,335,234</b>	<b>-21%</b>
<b>USE OF FUNDS:</b>									
Personnel	1,035,974	1,367,912	1,435,270	2,521,511	2,384,959	2,188,056	-8%	2,403,735	10%
Services & Supplies	493,066	944,234	739,623	515,624	812,268	1,581,099	95%	740,530	-53%
Internal Services	492,095	552,586	621,716	746,200	748,793	735,603	-2%	795,708	8%
<b>Total Use of Funds</b>	<b>2,021,135</b>	<b>2,864,732</b>	<b>2,796,609</b>	<b>3,783,335</b>	<b>3,946,020</b>	<b>4,504,758</b>	<b>14%</b>	<b>3,939,973</b>	<b>-13%</b>

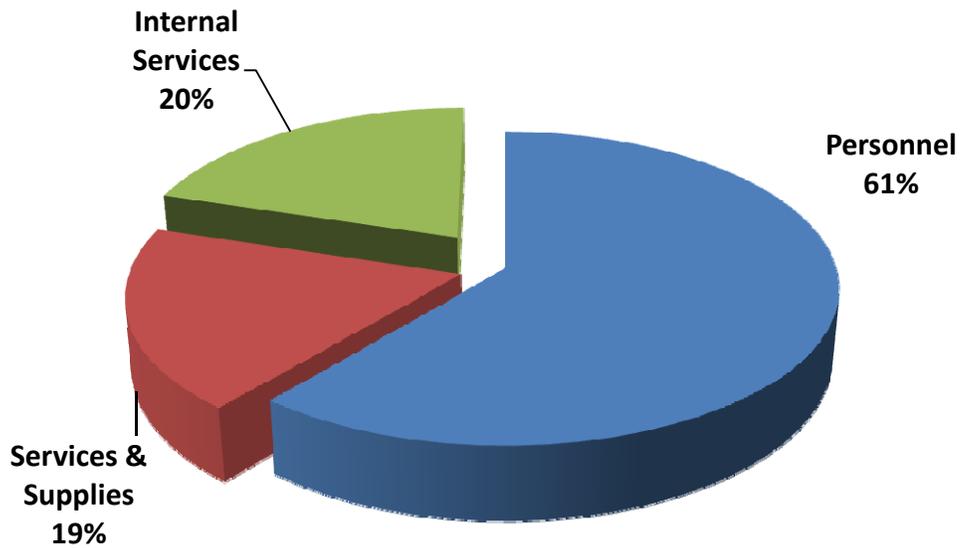
**COMMUNITY DEVELOPMENT SUMMARY (Continued)**

	<b>Funded 2016-17</b>	<b>Funded 2017-18</b>	<b>Funded 2018-19</b>
<b>Funded FTE's</b>			
Administration	2.00	0.00	0.00
Land Planning Services	3.00	3.64	3.64
Code Enforcement	7.00	7.63	7.63
Building Inspection	3.00	3.63	3.63
<b>Total Community Development Funded FTE's</b>	<b>15.00</b>	<b>14.90</b>	<b>14.90</b>

### Community Development 17/18 Expenditure Categories



### Community Development 18/19 Expenditure Categories



<b>COMMUNITY DEV ADMIN - 100-5110</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1005110	Regular Salaries	259,530	241,060	0		0	
1005110	Part Time Help	0	24,000	0		0	
1005110	Retirement-PERS	80,049	78,200	0		0	
1005110	Retirement-Medicare	4,129	4,395	0		0	
1005110	Retirement-PARS	0	312	0		0	
1005110	Retirement-Deferred Comp	9,305	8,590	0		0	
1005110	Cafeteria Plan	40,835	38,305	0		0	
1005110	Retiree Medical	37,925	36,825	0		0	
1005110	Life Insurance/EAP	293	261	0		0	
1005110	Workers' Compensation	17,003	14,955	0		0	
1005110	Allowances	4,200	4,800	0		0	
<b>Total Personnel Services</b>		<b>453,269</b>	<b>451,703</b>	<b>0</b>	<b>-100%</b>	<b>0</b>	<b>0%</b>
<b>Services &amp; Supplies</b>							
1005110	Copier	4,095	5,000	0		0	
1005110	Books & Periodicals	100	100	0		0	
1005110	Equipment Rental-Maintenance	900	900	0		0	
1005110	Computer Operation Support	128,328	128,328	0		0	
1005110	Tele-Software/Maint	3,901	3,901	0		0	
1005110	Tele-Long Dist/Line Chgs	50	50	0		0	
1005110	Business Expense	300	300	0		0	
<b>Total Services &amp; Supplies</b>		<b>137,674</b>	<b>138,579</b>	<b>0</b>	<b>-100%</b>	<b>0</b>	<b>0%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>590,943</b>	<b>590,282</b>	<b>0</b>	<b>-100%</b>	<b>0</b>	<b>0%</b>
<b>Cost Allocation:</b>							
1005110	Building Use Allowance	1,180	1,180	0		0	
1005110	Equipment Use Allowance	2,557	2,557	0		0	
1005110	City Wide Admin	271,087	271,432	0		0	
<b>Total Cost Allocation</b>		<b>274,824</b>	<b>275,169</b>	<b>0</b>	<b>-100%</b>	<b>0</b>	<b>0%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>865,767</b>	<b>865,451</b>	<b>0</b>	<b>-100%</b>	<b>0</b>	<b>0%</b>

<b>COMMUNITY DEVELOPMENT ADMINISTRATION (100-5110)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Other	15,540	10,000	0	-100%	0	0%
<b>Total Source of Funds</b>	<b>15,540</b>	<b>10,000</b>	<b>0</b>	<b>-100%</b>	<b>0</b>	<b>0%</b>
<b>Use of Funds:</b>						
Personnel	453,269	451,703	0	-100%	0	0%
Services & Supplies	137,674	138,579	0	-100%	0	0%
Internal Services	274,824	275,169	0	-100%	0	0%
<b>Total Use of Funds</b>	<b>865,767</b>	<b>865,451</b>	<b>0</b>	<b>-100%</b>	<b>0</b>	<b>0%</b>
Funded FTE's	2.00	2.00	0.00		0.00	

<b>COMMUNITY DEV LAND PLAN - 100-5130</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1005130	Regular Salaries	393,507	393,507	364,290		390,165	
1005130	Part Time Help	32,175	24,378	18,000		18,000	
1005130	Overtime	0	165	0		0	
1005130	Retirement-PERS	122,717	122,717	122,698		146,935	
1005130	Retirement-Medicare	6,598	6,598	6,120		6,505	
1005130	PARS	418	418	234		234	
1005130	Retirement-Deferred Comp	4,631	4,631	5,730		6,135	
1005130	State Disability Insurance	1,550	1,550	1,485		1,580	
1005130	Cafeteria Plan	72,995	72,995	55,975		60,170	
1005130	Retiree Medical	42,752	42,752	25,885		31,825	
1005130	Life Insurance/EAP	242	242	335		340	
1005130	Workers' Compensation	18,383	18,383	8,415		10,830	
1005130	Allowances	600	600	1,440		1,440	
<b>Total Personnel Services</b>		<b>696,568</b>	<b>688,936</b>	<b>610,607</b>	<b>-11%</b>	<b>674,159</b>	<b>10%</b>
<b>Services &amp; Supplies</b>							
1005130	Operating Supplies	500	500	500		500	
1005130	Postage	1,500	1,500	1,500		1,500	
1005130	Printing	500	500	500		500	
1005130	Copier	0	0	2,500		834	
1005130	Published Notices	5,000	5,000	5,000		5,000	
1005130	Books & Periodicals	130	130	250		250	
1005130	Contracts - Prof/Commercial	80,000	330,327	795,131		50,000	
1005130	Contracts - Public Agencies	20,000	20,093	25,000		25,000	
1005130	Equipment Rental-Maintenance	850	850	1,134		1,134	
1005130	Maintenance Contracts	2,000	2,000	2,000		2,000	
1005130	Computer Operation Support	1,618	1,618	51,365		54,179	
1005130	Tele-Software/Maint	5,850	5,850	6,883		7,061	
1005130	Tele-Long Dist/Line Chgs	350	200	350		350	
1005130	Business Expense	400	300	400		400	
1005130	Conferences/Dues	0	3,500	1,000		1,000	
1005130	Training	0	0	5,000		5,000	
1005130	Planning Commission	0	0	5,000		5,000	
<b>Total Services &amp; Supplies</b>		<b>118,698</b>	<b>372,368</b>	<b>903,513</b>	<b>143%</b>	<b>159,708</b>	<b>-82%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>815,266</b>	<b>1,061,304</b>	<b>1,514,120</b>	<b>43%</b>	<b>833,867</b>	<b>-45%</b>
<b>Cost Allocation:</b>							
1005130	Building Use Allowance	2,949	2,949	3,343		3,343	
1005130	Equipment Use Allowance	652	652	1,505		1,505	
1005130	City Wide Admin	204,168	204,979	287,073		321,532	
<b>Total Cost Allocation</b>		<b>207,769</b>	<b>208,580</b>	<b>291,921</b>	<b>40%</b>	<b>326,380</b>	<b>12%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>1,023,035</b>	<b>1,269,884</b>	<b>1,806,041</b>	<b>42%</b>	<b>1,160,247</b>	<b>-36%</b>

<b>COMMUNITY DEVELOPMENT LAND PLANNING SERVICES (100-5130)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Charges for Services	109,000	146,625	139,650	-5%	139,650	0%
Revenue from Other Agencies	160,530	60,100	688,131	1045%	0	-100%
Other	80,000	5,000	15,000	200%	15,000	0%
<b>Total Source of Funds</b>	<b>349,530</b>	<b>211,725</b>	<b>842,781</b>	<b>298%</b>	<b>154,650</b>	<b>-82%</b>
<b>Use of Funds:</b>						
Personnel	696,568	688,936	610,607	-11%	674,159	10%
Services & Supplies	118,698	372,368	903,513	143%	159,708	-82%
Internal Services	207,769	208,580	291,921	40%	326,380	12%
<b>Total Use of Funds</b>	<b>1,023,035</b>	<b>1,269,884</b>	<b>1,806,041</b>	<b>42%</b>	<b>1,160,247</b>	<b>-36%</b>
Funded FTE's	3.00	3.00	3.64		3.64	

<b>CD NEIGHBORHOOD IMPROV. - 100-5140</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1005140	Regular Salaries	382,964	314,880	544,320		582,180	
1005140	Part-Time Help	21,500	13,500	20,000		20,000	
1005140	Overtime	0	1,500	3,000		3,000	
1005140	Retirement-PERS	122,734	98,886	181,645		215,665	
1005140	Retirement-Medicare	5,908	5,908	8,780		9,305	
1005140	Retirement - PARS	0	280	260		260	
1005140	Retirement-Deferred Comp	2,026	1,140	5,260		5,530	
1005140	State Disability Insurance	1,874	1,874	2,585		2,790	
1005140	Cafeteria Plan	108,311	90,000	133,165		139,405	
1005140	Retiree Medical	29,505	19,500	32,685		40,825	
1005140	Life Insurance/EAP	646	646	572		577	
1005140	Workers' Compensation	18,469	18,469	30,265		38,845	
1005140	Allowances	600	600	2,040		2,040	
<b>Total Personnel Services</b>		<b>694,537</b>	<b>567,183</b>	<b>964,577</b>	<b>70%</b>	<b>1,060,422</b>	<b>10%</b>
<b>Services &amp; Supplies</b>							
1005140	Office Supplies	10,000	695	1,000		1,000	
1005140	Operating Supplies	15,000	15,000	15,000		15,000	
1005140	Nuisance Abatement	80,000	55,000	75,000		75,000	
1005140	Abatement - Non Reimbursable	2,000	2,500	2,000		2,000	
1005140	Postage	1,200	1,200	1,200		1,200	
1005140	Fuel	1,800	1,800	2,500		2,500	
1005140	Printing	1,000	1,000	1,000		1,000	
1005140	Copier	3,015	3,015	3,015		2,833	
1005140	Contracts Professional	50,500	1,065	252,700		252,700	
1005140	Contracts - Measure C	1,200	135,000	5,000		5,000	
1005140	Equipment Rental/Maintenance	1,000	1,000	1,333		1,333	
1005140	Maintenance Contracts	2,100	1,012	1,500		1,500	
1005140	Computer Operation Support	1,069	1,069	50,752		53,538	
1005140	Vehicle Rental	0	0	30,032		36,857	
1005140	Tele-Software/Maint	1,381	1,381	2,580		2,647	
1005140	Tele-Long Dist/Line Chgs	60	50	50		50	
1005140	Tele-Mobile/Pagers	4,000	3,000	3,000		3,000	
1005140	Business Expense	100	100	200		200	
1005140	Conferences/Dues	500	805	500		500	
1005140	Training	3,000	5,000	5,000		5,000	
1005140	Furniture & Equipment	8,000	0	50,000		0	
<b>Total Services &amp; Supplies</b>		<b>186,925</b>	<b>229,692</b>	<b>503,362</b>	<b>119%</b>	<b>462,858</b>	<b>-8%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>881,462</b>	<b>796,875</b>	<b>1,467,939</b>	<b>84%</b>	<b>1,523,280</b>	<b>4%</b>
<b>Cost Allocation:</b>							
1005140	Building Use Allowance	1,949	1,949	2,342		2,342	
1005140	Equipment Use Allowance	0	0	852		852	
1005140	City Wide Admin	51,549	51,888	138,281		147,437	
<b>Total Cost Allocation</b>		<b>53,498</b>	<b>53,837</b>	<b>141,475</b>	<b>163%</b>	<b>150,631</b>	<b>6%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>934,960</b>	<b>850,712</b>	<b>1,609,414</b>	<b>89%</b>	<b>1,673,911</b>	<b>4%</b>

<b>COMMUNITY DEVELOPMENT NEIGHBORHOOD IMPROVEMENT SERVICES (100-5140)</b>							
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>	
<b>Source of Funds:</b>							
Sales Tax - Measure C	668,473	530,000	579,115	9%	625,084	8%	
Charges for Services	135,000	140,000	265,000	89%	290,000	9%	
Other	3,000	6,000	5,000	-17%	5,000	0%	
<b>Total Source of Funds</b>	<b>806,473</b>	<b>676,000</b>	<b>849,115</b>	<b>26%</b>	<b>920,084</b>	<b>8%</b>	
<b>Use of Funds:</b>							
Personnel	694,537	567,183	964,577	70%	1,060,422	10%	
Services & Supplies	186,925	229,692	503,362	119%	462,858	-8%	
Internal Services	53,498	53,837	141,475	163%	150,631	6%	
<b>Total Use of Funds</b>	<b>934,960</b>	<b>850,712</b>	<b>1,609,414</b>	<b>89%</b>	<b>1,673,911</b>	<b>4%</b>	
Funded FTE's	7.60	7.00	7.63		7.63		

<b>CD BUILDING INSPECTION - 100-5160</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1005160	Regular Salaries	400,682	400,682	367,702		391,610	
1005160	Overtime	1,000	1,000	1,000		1,000	
1005160	Retirement-PERS	124,891	124,891	121,382		138,528	
1005160	Retirement-Medicare	5,991	5,991	5,769		6,122	
1005160	Retirement-Deferred Comp	2,536	2,536	5,680		6,080	
1005150	State Disability Insurance	2,695	2,695	1,538		1,617	
1005160	Cafeteria Plan	70,519	70,519	59,526		62,172	
1005160	Retiree Medical	32,772	32,772	27,818		33,825	
1005160	Life Insurance/EAP	362	362	455		460	
1005160	Workers' Compensation	35,089	35,089	20,562		26,300	
1005160	Allowances	600	600	1,440		1,440	
<b>Total Personnel Services</b>		<b>677,137</b>	<b>677,137</b>	<b>612,872</b>	<b>-9%</b>	<b>669,154</b>	<b>9%</b>
<b>Services &amp; Supplies</b>							
1005160	Office Supplies	6,000	6,000	6,000		6,000	
1005160	Operating Supplies	2,000	2,500	2,500		2,500	
1005160	Postage	50	50	50		50	
1005160	Fuel	7,210	2,500	2,500		2,500	
1005160	Printing	1,200	500	500		500	
1005160	Copier	0	0	2,500		833	
1005160	Books & Periodicals	2,000	2,000	500		500	
1005160	Contracts - Prof/Commercial	0	18,600	60,000		0	
1005160	Equipment Rental/Maintenance	8,100	8,100	8,433		8,433	
1005160	Maintenance Contracts	15,000	1,012	15,000		15,000	
1005160	Computer Operation Support	3,460	3,460	53,418		56,328	
1005160	Vehicle Rental	18,275	18,275	10,508		12,860	
1005160	Tele-Software/Maint	4,470	4,470	5,553		5,698	
1005160	Tele-Long Dist/Line Chgs	50	50	50		50	
1005160	Tele-Mobile/Pagers	612	612	612		612	
1005160	Business Expense	0	0	100		100	
1005160	Conferences/Dues	1,400	1,000	1,000		1,000	
1005160	Training	2,500	2,500	5,000		5,000	
<b>Total Services &amp; Supplies</b>		<b>72,327</b>	<b>71,629</b>	<b>174,224</b>	<b>143%</b>	<b>117,964</b>	<b>-32%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>749,464</b>	<b>748,766</b>	<b>787,096</b>	<b>5%</b>	<b>787,118</b>	<b>0%</b>
<b>Cost Allocation:</b>							
1005160	Building Use Allowance	6,308	6,308	6,701		6,701	
1005160	Equipment Use Allowance	0	0	852		852	
1005160	City Wide Admin	203,801	204,899	294,654		311,144	
<b>Total Cost Allocation</b>		<b>210,109</b>	<b>211,207</b>	<b>302,207</b>	<b>43%</b>	<b>318,697</b>	<b>5%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>959,573</b>	<b>959,973</b>	<b>1,089,303</b>	<b>13%</b>	<b>1,105,815</b>	<b>2%</b>

<b>COMMUNITY DEVELOPMENT BUILDING INSPECTION (100-5160)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Permits	1,000,000	1,000,000	1,000,000	0%	1,000,000	0%
Charges for Services	242,500	255,547	240,500	-6%	240,500	0%
Other	20,000	20,000	20,000	0%	20,000	0%
<b>Total Source of Funds</b>	<b>1,262,500</b>	<b>1,275,547</b>	<b>1,260,500</b>	<b>-1%</b>	<b>1,260,500</b>	<b>0%</b>
<b>Use of Funds:</b>						
Personnel	677,137	677,137	612,872	-9%	669,154	9%
Services & Supplies	72,327	71,629	174,224	143%	117,964	-32%
Internal Services	210,109	211,207	302,207	43%	318,697	5%
<b>Total Use of Funds</b>	<b>959,573</b>	<b>959,973</b>	<b>1,089,303</b>	<b>13%</b>	<b>1,105,815</b>	<b>2%</b>
Funded FTE's	4.00	3.00	3.63		3.63	

**POLICE DEPARTMENT**

	<b>Funded Positions In Draft Budget*</b>	<b>Filled Positions as of March 24, 2017</b>	<b>Vacant</b>
Police Chief	1.00	1.00	0.00
Captain	2.00	2.00	0.00
Lieutenant	5.00	5.00	0.00
Sergeant	10.00	9.00	1.00
Corporal	7.00	7.00	0.00
Officers	78.00	76.00	2.00
Community Service Officers	7.00	7.00	0.00
Communications/Records Supervisor	1.00	1.00	0.00
Crime Data Technician	1.00	1.00	0.00
Dispatcher Lead	4.00	4.00	0.00
Dispatcher	11.00	9.00	2.00
Lead Police Records Technician	2.00	2.00	0.00
Police Records Technician	4.00	4.00	0.00
Administrative Analyst	1.00	1.00	0.00
<b>Grand Total</b>	<b>134.00</b>	<b>129.00</b>	<b>5.00</b>

\*Includes additional Sergeant promotional position, additional Police Officer, funding one less CSO and .20 FTE allocated to Animal Services Fund.

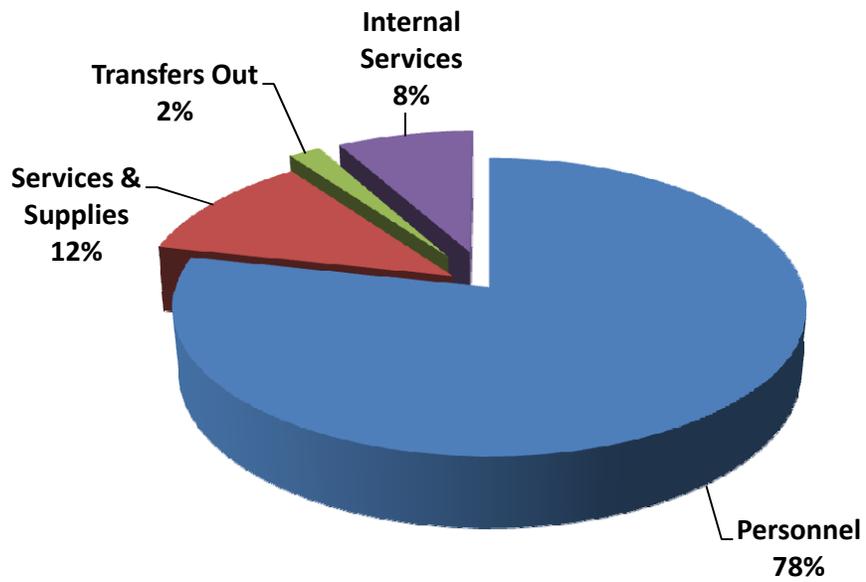
**POLICE DEPARTMENT SUMMARY**

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Revised	2017-18 Proposed	% Change	2018-19 Proposed	% Change
<b>SOURCE OF FUNDS:</b>									
Taxes – Measure C	898,689	5,470,955	6,532,060	6,221,185	6,159,658	6,277,785	2%	6,403,241	2%
P.O.S.T. Funds	18,901	26,088	6,459	12,000	12,000	12,000	0%	12,000	0%
Federal Grant	154,940	368,701	301,030	447,173	349,025	102,000	-71%	0	-100%
Grant Reimbursement State/Local	0	46,909	20,639	0	0	0	0%	0	0%
AB109 Reimbursement	130,500	130,500	130,500	130,500	130,500	130,500	0%	130,500	0%
Other Service Charges	24,920	15,863	21,482	15,000	16,613	15,000	-10%	15,000	0%
Police Services General	41,891	48,512	68,392	45,000	67,073	45,000	-33%	45,000	0%
False Alarm Permit Fees	43,023	53,102	49,043	30,000	30,000	30,000	0%	30,000	0%
False Alarm Response	27,939	42,122	45,903	24,000	30,500	24,000	-21%	24,000	0%
Other	79,282	29,610	23,050	2,000	43,485	2,000	-95%	2,000	0%
Donations	311	266	175	0	75	0	-100%	0	0%
Booking Fee Reimbursements	2,256	3,777	564	5,000	2,500	4,000	60%	4,000	0%
Sales Tax Public Safety	513,413	578,236	578,406	520,000	520,000	520,000	0%	520,000	0%
Non-Traffic Fines	191	17,061	46,695	8,000	500	8,000	1500%	8,000	0%
Vehicle Code Fines	67,424	38,296	56,857	35,000	80,000	50,000	-38%	50,000	0%
Abatement Fees	100	100	0	0	100	0	0%	0	0%
Police Services 911-Brentwood	762,017	777,822	824,492	400,000	655,471	0	-100%	0	0%
Transfers in	800,765	718,960	216,660	853,052	1,051,024	172,600	-84%	100,000	-42%
<b>Total Source of Funds</b>	<b>3,566,562</b>	<b>8,366,880</b>	<b>8,922,407</b>	<b>8,747,910</b>	<b>9,148,524</b>	<b>7,392,885</b>	<b>-19%</b>	<b>7,343,741</b>	<b>-1%</b>
<b>USE OF FUNDS:</b>									
Personnel	22,118,285	24,675,748	26,628,766	30,925,816	29,237,073	30,600,573	5%	33,921,911	11%
Services & Supplies	3,143,975	4,662,359	5,185,165	4,462,836	5,105,395	4,551,793	-11%	4,682,926	3%
Transfers Out	494,408	454,674	600,096	557,421	913,535	749,513	-18%	893,467	19%
Internal Services	2,101,324	2,333,614	2,767,235	3,162,307	3,180,963	3,168,055	0%	3,311,881	5%
<b>Total Use of Funds</b>	<b>27,857,992</b>	<b>32,126,395</b>	<b>35,181,262</b>	<b>39,108,380</b>	<b>38,436,966</b>	<b>39,069,934</b>	<b>2%</b>	<b>42,810,185</b>	<b>10%</b>

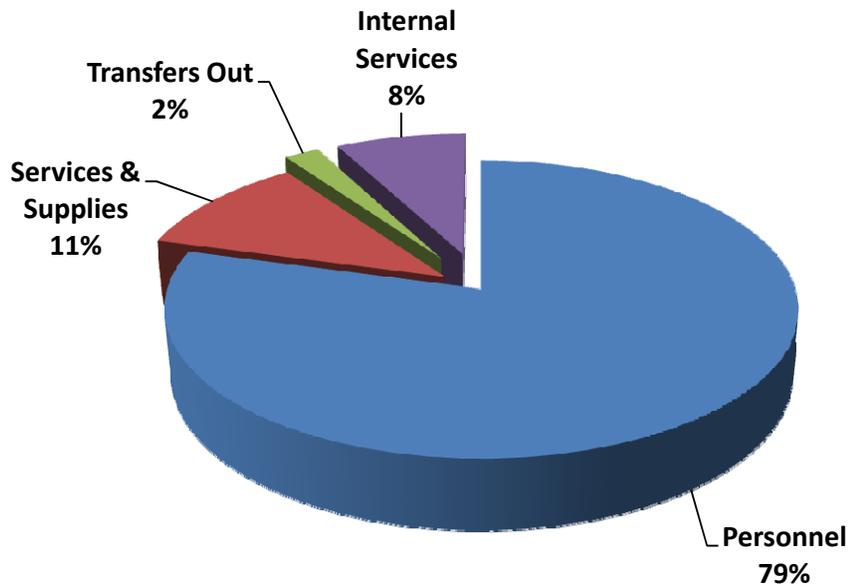
**POLICE DEPARTMENT SUMMARY (Continued)**

	<b>Funded 2016-17</b>	<b>Funded 2017-18</b>	<b>Funded 2018-19</b>
<b>Funded FTE'S (General Fund)</b>			
Administration	11.90	11.80	11.80
Prisoner Custody	1.00	1.00	1.00
Community Policing	79.00	80.00	80.00
Traffic	2.00	2.00	2.00
Investigation	19.00	18.00	18.00
Special Operations Unit	5.00	5.00	5.00
Communications	16.00	16.00	16.00
<b>Total Police Dept</b>	<b>133.90</b>	<b>133.80</b>	<b>133.80</b>
<b>Funded FTE's</b>			

### Police Department 17/18 Expenditure Categories



### Police Department 18/19 Expenditure Categories



<b>POLICE ADMINISTRATION - 100-3110</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1003110	Regular Salaries	1,211,707	1,300,000	1,400,675		1,472,535	
1003110	Part-Time Help	200,000	190,000	190,000		190,000	
1003110	Overtime	65,000	61,750	61,750		61,750	
1003110	Holiday Pay - Sworn	2,000	2,000	2,000		2,000	
1003110	Holiday Pay - Non Sworn	5,500	5,500	5,500		5,500	
1003110	Standby Pay	9,000	9,000	9,000		9,000	
1003110	Retirement-PERS	465,458	520,000	599,960		742,235	
1003110	Retirement-Medicare	19,888	23,000	24,970		26,500	
1003110	Retirement-PARS	205,000	205,000	205,000		205,000	
1003110	Retirement-Deferred Comp	8,840	14,320	15,440		17,615	
1003110	State Disability Ins	3,000	3,000	2,285		2,385	
1003110	Cafeteria Plan	237,629	205,605	215,930		230,030	
1003110	Retiree Medical	127,450	92,000	104,550		110,680	
1003110	Life Insurance/EAP	967	935	990		1,010	
1003110	Workers' Compensation	98,043	70,000	85,050		107,150	
1003110	Uniform Allowance	4,296	4,334	4,678		4,764	
1003110	Unemployment Insurance	5,000	0	0		0	
<b>Total Personnel Services</b>		<b>2,668,778</b>	<b>2,706,444</b>	<b>2,927,778</b>	<b>8%</b>	<b>3,188,154</b>	<b>9%</b>
<b>Services &amp; Supplies</b>							
1003110	Office Supplies	31,000	29,450	29,450		29,450	
1003110	Operating Supplies	40,000	38,000	38,000		38,000	
1003110	Operating Supplies-Evidence	30,000	28,500	28,500		28,500	
1003110	Ammunition	80,000	76,000	76,000		76,000	
1003110	Safety Materials	150,000	195,000	142,500		142,500	
1003110	Postage	10,000	9,500	9,500		9,500	
1003110	Fuel	6,000	6,000	6,000		6,000	
1003110	Printing	13,000	13,000	13,000		13,000	
1003110	Copier	25,770	30,000	31,000		20,000	
1003110	Books & Periodicals	2,500	4,110	2,500		2,500	
1003110	Contracts - Prof/Commercial	165,000	192,000	167,923		167,923	
1003110	Equipment Rental-Maintenance	10,000	10,000	10,000		10,000	
1003110	Contract-Juvenile Diversion Prog	205,000	205,000	205,000		205,000	
1003110	Computer Operation Support	375,204	375,204	460,556		484,809	
1003110	Vehicle Rental	6,507	6,507	27,225		32,670	
1003110	Tele-Software/Maint	22,231	22,231	21,836		22,099	
1003110	Business Expense	7,000	7,490	6,650		6,650	
1003110	Conferences/Dues	6,500	6,175	6,175		6,175	
1003110	Training	123,000	146,000	123,000		123,000	
1003110	Recruitment	39,000	34,600	37,050		37,050	
<b>Total Services &amp; Supplies</b>		<b>1,347,712</b>	<b>1,434,767</b>	<b>1,441,865</b>	<b>0%</b>	<b>1,460,826</b>	<b>1%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>4,016,490</b>	<b>4,141,211</b>	<b>4,369,643</b>	<b>6%</b>	<b>4,648,980</b>	<b>6%</b>
<b>Cost Allocation:</b>							
1003110	Building Use Allowance	276,519	276,519	276,519		276,519	
1003110	Equipment Use Allowance	7,581	7,581	7,581		7,581	
1003110	City Wide Admin	816,341	819,566	803,618		847,631	
<b>Total Cost Allocation</b>		<b>1,100,441</b>	<b>1,103,666</b>	<b>1,087,718</b>	<b>-1%</b>	<b>1,131,731</b>	<b>4%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>5,116,931</b>	<b>5,244,877</b>	<b>5,457,361</b>	<b>4%</b>	<b>5,780,711</b>	<b>6%</b>

**POLICE ADMINISTRATION (100-3110)**

	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Revenue from Other Agencies	12,000	12,000	12,000	0%	12,000	0%
Charges for Services	114,000	143,613	114,000	-21%	114,000	0%
Other	2,000	21,011	2,000	-90%	2,000	0%
Transfer In - Byrne Grant	25,000	0	25,000	100%	0	-100%
<b>Total Source of Funds</b>	<b>153,000</b>	<b>176,624</b>	<b>153,000</b>	<b>-13%</b>	<b>128,000</b>	<b>-16%</b>
<b>Use of Funds:</b>						
Personnel	2,668,778	2,706,444	2,927,778	8%	3,188,154	9%
Services & Supplies	1,347,712	1,434,767	1,441,865	0%	1,460,826	1%
Internal Services	1,100,441	1,103,666	1,087,718	-1%	1,131,731	4%
<b>Total Use of Funds</b>	<b>5,116,931</b>	<b>5,244,877</b>	<b>5,457,361</b>	<b>4%</b>	<b>5,780,711</b>	<b>6%</b>
Funded FTE's	10.00	11.80	11.80		11.80	

<b>POLICE RESERVES - 100-3120</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1003120	Part-Time Help	2,000	3,106	2,000		2,000	
1003120	Retirement-Medicare	30	45	30		30	
1003120	Retirement-PARS	26	40	26		26	
1003120	Workers' Compensation	61	220	100		100	
<b>Total Personnel Services</b>		<b>2,117</b>	<b>3,411</b>	<b>2,156</b>	<b>-37%</b>	<b>2,156</b>	<b>0%</b>
<b>Services &amp; Supplies</b>							
1003120	Explorers	250	250	2,850		2,850	
<b>Total Services &amp; Supplies</b>		<b>250</b>	<b>250</b>	<b>2,850</b>	<b>1040%</b>	<b>2,850</b>	<b>0%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>2,367</b>	<b>3,661</b>	<b>5,006</b>	<b>37%</b>	<b>5,006</b>	<b>0%</b>
<b>Cost Allocation:</b>							
1003120	City Wide Admin	8,067	8,100	8,255		8,686	
<b>Total Cost Allocation</b>		<b>8,067</b>	<b>8,100</b>	<b>8,255</b>	<b>2%</b>	<b>8,686</b>	<b>5%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>10,434</b>	<b>11,761</b>	<b>13,261</b>	<b>13%</b>	<b>13,692</b>	<b>3%</b>

<b>POLICE RESERVES (100-3120)</b>							
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>	
<b>Source of Funds:</b>							
Charges for Services	0	573	0	-100%	0	0%	
<b>Total Source of Funds</b>	<b>0</b>	<b>573</b>	<b>0</b>	<b>-100%</b>	<b>0</b>	<b>0%</b>	
<b>Use of Funds:</b>							
Personnel	2,117	3,411	2,156	-37%	2,156	0%	
Services & Supplies	250	250	2,850	1040%	2,850	0%	
Internal Services	8,067	8,100	8,255	2%	8,686	5%	
<b>Total Use of Funds</b>	<b>10,434</b>	<b>11,761</b>	<b>13,261</b>	<b>13%</b>	<b>13,692</b>	<b>3%</b>	
Funded FTE's	0.00	0.00	0.00		0.00		

<b>POLICE PRISONER CUSTODY - 100-3130</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1003130	Regular Salaries	305,559	56,965	67,461		67,960	
1003130	Overtime	20,000	20,000	20,000		20,000	
1003130	Holiday Pay - Sworn	20,000	0	0		0	
1003130	Holiday Pay - Non Sworn	5,500	5,500	5,500		5,500	
1003130	Retirement-PERS	115,257	18,000	22,520		27,440	
1003130	Retirement-Medicare	5,385	2,000	1,650		1,705	
1003130	Retirement-Deferred Comp	600	0	0		0	
1003130	Cafeteria Plan	81,712	8,765	11,175		12,200	
1003130	Retiree Medical	23,227	3,470	3,840		4,290	
1003130	Workers' Compensation	26,757	4,420	3,860		4,745	
1003130	Uniform Allowance	2,960	530	650		660	
1003130	Unemployment Insurance	2,500	0	0		0	
<b>Total Personnel Services</b>		<b>609,457</b>	<b>119,650</b>	<b>136,656</b>	<b>14%</b>	<b>144,500</b>	<b>6%</b>
<b>Services &amp; Supplies</b>							
1003130	Operating Supplies	1,000	1,100	1,000		1,000	
1003130	Copier	2,330	2,330	2,330		1,500	
1003130	Contracts-County Admin Serv	60,000	60,000	60,000		60,000	
1003130	Computer Operation Support	971	971	1,083		1,133	
<b>Total Services &amp; Supplies</b>		<b>64,301</b>	<b>64,401</b>	<b>64,413</b>	<b>0%</b>	<b>63,633</b>	<b>-1%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>673,758</b>	<b>184,051</b>	<b>201,069</b>	<b>9%</b>	<b>208,133</b>	<b>4%</b>
<b>Cost Allocation:</b>							
1003130	City Wide Admin	54,994	55,422	55,352		57,645	
<b>Total Cost Allocation</b>		<b>54,994</b>	<b>55,422</b>	<b>55,352</b>	<b>0%</b>	<b>57,645</b>	<b>4%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>728,752</b>	<b>239,473</b>	<b>256,421</b>	<b>7%</b>	<b>265,778</b>	<b>11%</b>

<b>POLICE PRISONER CUSTODY (100-3130)</b>							
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>	
<b>Source of Funds:</b>							
Booking Fee Reimbursements	5,000	2,500	4,000	60%	4,000	0%	
<b>Total Source of Funds</b>	<b>5,000</b>	<b>2,500</b>	<b>4,000</b>	<b>60%</b>	<b>4,000</b>	<b>0%</b>	
<b>Use of Funds:</b>							
Personnel	609,457	119,650	136,656	14%	144,500	6%	
Services & Supplies	64,301	64,401	64,413	0%	63,633	-1%	
Internal Services	54,994	55,422	55,352	0%	57,645	4%	
<b>Total Use of Funds</b>	<b>728,752</b>	<b>239,473</b>	<b>256,421</b>	<b>7%</b>	<b>265,778</b>	<b>4%</b>	
Funded FTE's	4.00	1.00	1.00		1.00		

<b>POLICE COMMUNITY POLICING 1003150</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>						
<b>Personnel Services:</b>						
1003150	Regular Salaries	9,837,937	9,503,000	9,996,822	10,661,237	
1003150	Salaries-Payoff	50,000	50,000	50,000	50,000	
1003150	Part-Time Help	0	21,000	0	0	
1003150	Overtime	1,044,500	1,534,307	1,200,000	1,200,000	
1003150	Holiday Pay - Sworn	519,500	519,500	519,500	519,500	
1003150	Holiday Pay - Non Sworn	2,500	2,500	2,500	2,500	
1003150	Standby Pay	5,000	8,000	5,000	5,000	
1003150	Retirement-PERS	3,550,758	3,300,000	3,267,544	4,182,105	
1003150	Retirement-Medicare	177,282	177,282	185,785	204,595	
1003150	Retirement-Deferred Comp	474	0	0	0	
1003150	Cafeteria Plan	1,959,597	1,600,000	1,750,366	1,922,070	
1003150	Retiree Medical	775,289	520,000	585,670	674,610	
1003150	Workers' Compensation	1,628,755	800,000	932,565	1,188,095	
1003150	Allowances	21,975	32,745	34,882	36,450	
1003150	Uniform Allowance	82,592	73,000	83,160	84,720	
1003150	Unemployment Insurance	10,000	10,000	10,000	10,000	
<b>Total Personnel Services</b>		<b>19,666,159</b>	<b>18,151,334</b>	<b>18,623,794</b>	<b>20,740,882</b>	<b>11%</b>
<b>Services &amp; Supplies</b>						
1003150	Operating Supplies	4,000	7,000	4,000	4,000	
1003150	Canine Allowance	12,000	12,000	12,000	12,000	
1003150	Canine Program	23,000	21,850	23,000	23,000	
1003150	Fuel	255,000	255,000	255,000	255,000	
1003150	Contracts - Prof/Commercial	108,867	159,961	84,581	84,581	
1003150	Parts & Service	500	500	500	500	
1003150	Contracts - Medical	5,000	12,300	9,500	9,500	
1003150	Contracts - Psychological	6,000	5,700	6,000	6,000	
1003150	Computer Operation Support	32,999	32,999	34,642	36,235	
1003150	Vehicle Rental	574,970	574,970	600,522	702,476	
1003150	Tele-Software/Maint	3,901	3,901	3,754	3,852	
1003150	Business Expense	7,000	7,000	7,000	7,000	
1003150	Public Information	0	12,000	10,000	10,000	
1003150	Furniture & Equipment	524,829	556,006	250,000	250,000	
<b>Total Services &amp; Supplies</b>		<b>1,558,066</b>	<b>1,661,187</b>	<b>1,300,499</b>	<b>1,404,144</b>	<b>8%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>21,224,225</b>	<b>19,812,521</b>	<b>19,924,293</b>	<b>22,145,026</b>	<b>11%</b>
<b>TRANSFER OUT ACCOUNTS</b>						
1003150	Transfer out to Water Fund	0	235,800	0	0	
1003150	Transfer out to Sewer Fund	0	157,200	0	0	
<b>Total Transfers Out</b>		<b>0</b>	<b>393,000</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Cost Allocation:</b>						
1003150	Equipment Use Allowance	1,248	1,248	1,248	1,248	
1003150	City Wide Admin	1,449,098	1,459,566	1,372,978	1,439,205	
<b>Total Cost Allocation</b>		<b>1,450,346</b>	<b>1,460,814</b>	<b>1,374,226</b>	<b>1,440,453</b>	<b>5%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>22,674,571</b>	<b>21,273,335</b>	<b>21,298,519</b>	<b>23,585,479</b>	<b>11%</b>

<b>POLICE COMMUNITY POLICING (100-3150)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Sales Tax - Measure C	6,221,185	6,159,658	6,277,785	2%	6,403,241	2%
Sales Tax Public Safety	520,000	520,000	520,000	0%	520,000	0%
Fines & Penalties	8,000	500	8,000	1500%	8,000	0%
Revenue from Other Agencies	447,173	349,025	102,000	-71%	0	-100%
Other	0	22,010	0	-100%	0	0%
Transfers In	780,000	1,026,125	100,000	-90%	100,000	0%
<b>Total Source of Funds</b>	<b>7,976,358</b>	<b>8,077,318</b>	<b>7,007,785</b>	<b>-13%</b>	<b>7,031,241</b>	<b>0%</b>
<b>Use of Funds:</b>						
Personnel	19,666,159	18,151,334	18,623,794	3%	20,740,882	11%
Services & Supplies	1,558,066	1,661,187	1,300,499	-22%	1,404,144	8%
Transfers Out	0	393,000	0	-100%	0	0%
Internal Services	1,450,346	1,460,814	1,374,226	-6%	1,440,453	5%
<b>Total Use of Funds</b>	<b>22,674,571</b>	<b>21,666,335</b>	<b>21,298,519</b>	<b>-2%</b>	<b>23,585,479</b>	<b>11%</b>
Funded FTE's	80.00	79.00	80.00		80.00	

<b>POLICE TRAFFIC 1003160</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1003160	Regular Salaries	242,488	225,105	263,015		275,015	
1003160	Overtime	5,500	20,500	19,475		19,475	
1003160	Holiday Pay - Sworn	5,500	5,500	5,500		5,500	
1003160	Standby Pay	0	5,500	0		0	
1003160	Retirement-PERS	113,934	100,000	132,145		171,170	
1003160	Retirement-Medicare	3,837	3,837	4,230		4,690	
1003160	Cafeteria Plan	58,945	46,580	54,720		59,955	
1003160	Retiree Medical	17,632	11,700	13,910		15,845	
1003160	Workers' Compensation	33,744	17,500	23,805		29,850	
1003160	Uniform Allowance	2,080	2,080	2,120		2,160	
<b>Total Personnel Services</b>		<b>483,660</b>	<b>438,302</b>	<b>518,920</b>	<b>18%</b>	<b>583,660</b>	<b>12%</b>
<b>Services &amp; Supplies</b>							
1003160	Operating Supplies	0	950	950		950	
1003160	Computer Operation Support	0	0	2,165		2,264	
1003160	Vehicle Rental	0	0	46,420		55,668	
<b>Total Services &amp; Supplies</b>		<b>0</b>	<b>950</b>	<b>49,535</b>	<b>5114%</b>	<b>58,882</b>	<b>19%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>483,660</b>	<b>439,252</b>	<b>568,455</b>	<b>29%</b>	<b>642,542</b>	<b>13%</b>
<b>Cost Allocation:</b>							
1003160	City Wide Admin	0	0	89,208		93,501	
<b>Total Cost Allocation</b>		<b>0</b>	<b>0</b>	<b>89,208</b>	<b>100%</b>	<b>93,501</b>	<b>5%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>483,660</b>	<b>439,252</b>	<b>657,663</b>	<b>50%</b>	<b>736,043</b>	<b>12%</b>

<b>POLICE TRAFFIC (100-3160)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Vehicle Code Fines	35,000	80,000	50,000	-38%	50,000	0%
Abatement Fees	0	100	0	-100%	0	0%
<b>Total Source of Funds</b>	<b>35,000</b>	<b>80,100</b>	<b>50,000</b>	<b>-38%</b>	<b>50,000</b>	<b>0%</b>
<b>Use of Funds:</b>						
Personnel	483,660	438,302	518,920	18%	583,660	12%
Services & Supplies	0	950	49,535	5114%	58,882	19%
Internal Services	0	0	89,208	100%	93,501	5%
<b>Total Use of Funds</b>	<b>483,660</b>	<b>439,252</b>	<b>657,663</b>	<b>50%</b>	<b>736,043</b>	<b>12%</b>
Funded FTE's	2.00	2.00	2.00		2.00	

<b>POLICE INVESTIGATION 1003170</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1003170	Regular Salaries	1,934,756	2,070,450	2,272,348		2,399,260	
1003170	Salaries-Payoff	0	20,295	0		0	
1003170	Overtime	200,000	400,000	200,000		200,000	
1003170	Holiday Pay - Sworn	1,500	13,000	1,500		1,500	
1003170	Holiday Pay - Non Sworn		477	0		0	
1003170	Standby Pay	50,000	65,000	65,000		65,000	
1003170	Retirement-PERS	862,754	890,000	1,045,145		1,324,785	
1003170	Retirement-Medicare	33,384	42,000	40,575		43,835	
1003170	Retirement-Deferred Comp	602	0	0		0	
1003170	State Disability Insurance	525	570	600		620	
1003170	Cafeteria Plan	462,186	400,000	418,735		458,370	
1003170	Retiree Medical	142,820	122,000	123,238		142,122	
1003170	Life Insurance/EAP	123	119	118		122	
1003170	Workers' Compensation	291,181	180,000	205,676		257,015	
1003170	Uniform Allowance	15,840	16,800	17,610		17,940	
<b>Total Personnel Services</b>		<b>3,995,671</b>	<b>4,220,711</b>	<b>4,390,545</b>	<b>4%</b>	<b>4,910,569</b>	<b>12%</b>
<b>Services &amp; Supplies</b>							
1003170	Operating Supplies	50,000	47,500	47,500		47,500	
1003170	Fuel	13,000	12,280	13,000		13,000	
1003170	Copier	11,480	11,480	11,500		6,000	
1003170	Contracts Professional	30,000	28,500	28,500		28,500	
1003170	Contracts-Public Agencies	125,000	125,000	125,000		125,000	
1003170	Contracts Prof-Evid/Lab Analys	250,000	237,500	237,500		237,500	
1003170	Contr Prof-Lab Analysis Outside	5,000	5,075	4,750		4,750	
1003170	Contract Prof-Sex Assault Exam	30,000	28,500	28,500		28,500	
1003170	Contracts Prof-Alcohol Test	20,000	20,000	19,000		19,000	
1003170	Computer Operation Support	4,448	4,448	4,961		5,190	
1003170	Vehicle Rental	43,962	43,962	38,619		43,730	
1003170	Business Expense	3,000	4,220	4,750		4,750	
<b>Total Services &amp; Supplies</b>		<b>585,890</b>	<b>568,465</b>	<b>563,580</b>	<b>-1%</b>	<b>563,420</b>	<b>0%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>4,581,561</b>	<b>4,789,176</b>	<b>4,954,125</b>	<b>3%</b>	<b>5,473,989</b>	<b>10%</b>
<b>Cost Allocation:</b>							
1003170	Equipment Use Allowance	142	142	142		142	
1003170	City Wide Admin	209,696	211,252	211,473		221,346	
<b>Total Cost Allocation</b>		<b>209,838</b>	<b>211,394</b>	<b>211,615</b>	<b>0%</b>	<b>221,488</b>	<b>5%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>4,791,399</b>	<b>5,000,570</b>	<b>5,165,740</b>	<b>3%</b>	<b>5,695,477</b>	<b>10%</b>

<b>POLICE INVESTIGATION (100-3170)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Revenue from Other Agencies	130,500	130,500	130,500	0%	130,500	0%
Other	0	464	0	-100%	0	0%
<b>Total Source of Funds</b>	<b>130,500</b>	<b>130,964</b>	<b>130,500</b>	<b>0%</b>	<b>130,500</b>	<b>0%</b>
<b>Use of Funds:</b>						
Personnel	3,995,671	4,220,711	4,390,545	4%	4,910,569	12%
Services & Supplies	585,890	568,465	563,580	-1%	563,420	0%
Internal Services	209,838	211,394	211,615	0%	221,488	5%
<b>Total Use of Funds</b>	<b>4,791,399</b>	<b>5,000,570</b>	<b>5,165,740</b>	<b>3%</b>	<b>5,695,477</b>	<b>10%</b>
Funded FTE's	17.65	19.00	18.00		18.00	

<b>POLICE SPECIAL OPERATIONS UNIT 1003175</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1003175	Regular Salaries	346,577	540,050	657,465		687,455	
1003175	Overtime	140,000	195,000	140,000		140,000	
1003175	Holiday Pay - Sworn	1,500	1,500	1,500		1,500	
1003175	Standby Pay	18,000	18,000	18,000		18,000	
1003175	Retirement-PERS	154,256	220,300	251,295		310,480	
1003175	Retirement-Medicare	7,472	11,330	11,955		12,835	
1003175	Cafeteria Plan	88,585	88,870	113,585		125,200	
1003175	Retiree Medical	26,462	28,435	36,510		41,585	
1003175	Workers' Compensation	74,829	50,000	62,480		78,355	
1003175	Uniform Allowance	3,120	4,410	5,300		5,400	
<b>Total Personnel Services</b>		<b>860,801</b>	<b>1,157,895</b>	<b>1,298,090</b>	<b>12%</b>	<b>1,420,810</b>	<b>9%</b>
<b>Services &amp; Supplies</b>							
1003175	Operating Supplies	4,000	4,000	4,000		4,000	
1003175	Drug Buy Fund	3,000	3,000	3,000		3,000	
1003175	Fuel	3,500	3,500	3,500		3,500	
1003175	Contracts-Prof/Commercial	20,000	20,000	20,000		20,000	
1003175	Computer Operation Support	2,022	2,022	2,255		2,359	
1003175	Vehicle Rental	4,805	4,805	3,749		3,889	
1003175	Business Expense	1,000	1,000	1,000		1,000	
<b>Total Services &amp; Supplies</b>		<b>38,327</b>	<b>38,327</b>	<b>37,504</b>	<b>-2%</b>	<b>37,748</b>	<b>1%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>899,128</b>	<b>1,196,222</b>	<b>1,335,594</b>	<b>12%</b>	<b>1,458,558</b>	<b>9%</b>
<b>Cost Allocation:</b>							
1003175	City Wide Admin	94,542	95,235	95,348		99,815	
<b>Total Cost Allocation</b>		<b>94,542</b>	<b>95,235</b>	<b>95,348</b>	<b>0%</b>	<b>99,815</b>	<b>5%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>993,670</b>	<b>1,291,457</b>	<b>1,430,942</b>	<b>11%</b>	<b>1,558,373</b>	<b>9%</b>

<b>POLICE SPECIAL OPERATIONS UNIT (100-3175)</b>							
		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Use of Funds:</b>							
Personnel		860,801	1,157,895	1,298,090	12%	1,420,810	9%
Services & Supplies		38,327	38,327	37,504	-2%	37,748	1%
Internal Services		94,542	95,235	95,348	0%	99,815	5%
<b>Total Use of Funds</b>		<b>993,670</b>	<b>1,291,457</b>	<b>1,430,942</b>	<b>11%</b>	<b>1,558,373</b>	<b>9%</b>
Funded FTE's		3.25	5.00	5.00		5.00	

<b>POLICE COMMUNICATIONS 1003180</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1003180	Regular Salaries	1,311,405	1,250,000	1,383,755		1,426,955	
1003180	Part Time Help	35,000	0	0		0	
1003180	Overtime	125,000	170,000	170,000		170,000	
1003180	Holiday Pay-Sworn	0	500	0		0	
1003180	Holiday Pay-Non Sworn	80,000	80,000	80,000		80,000	
1003180	Retirement-PERS	460,587	430,000	459,530		576,860	
1003180	Retirement-Medicare	24,336	24,336	25,444		27,600	
1003180	Retirement-PARS	455	455	455		455	
1003180	Retirement-Deferred Comp	1,972	2,170	2,250		2,315	
1003180	Cafeteria Plan	378,910	290,000	374,800		414,880	
1003180	Retiree Medical	101,561	75,000	79,605		89,585	
1003180	Workers' Compensation	35,534	20,000	22,030		27,295	
1003180	Uniform Allowance	9,600	9,000	9,800		9,900	
<b>Total Personnel Services</b>		<b>2,564,360</b>	<b>2,351,461</b>	<b>2,607,669</b>	<b>11%</b>	<b>2,825,845</b>	<b>8%</b>
<b>Services &amp; Supplies</b>							
1003180	Operating Supplies	7,500	7,125	7,500		7,500	
1003180	Contracts Professional	99,100	99,100	99,100		99,100	
1003180	Maintenance Contracts	130,096	190,096	130,096		130,096	
1003180	Maint Contracts-Commercial	207,893	207,893	207,893		207,893	
1003180	Maint Contracts-Hardware	2,750	2,750	2,750		2,750	
1003180	Computer Operation Support	5,176	5,176	5,774		6,039	
1003180	Tele-Software/Maint	1,950	1,950	1,877		1,925	
1003180	Tele-Long Dist/Line Chgs	30,000	30,000	30,000		30,000	
<b>Total Services &amp; Supplies</b>		<b>484,465</b>	<b>544,090</b>	<b>484,990</b>	<b>-11%</b>	<b>485,303</b>	<b>0%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>3,048,825</b>	<b>2,895,551</b>	<b>3,092,659</b>	<b>7%</b>	<b>3,311,148</b>	<b>7%</b>
<b>Cost Allocation:</b>							
1003180	Equipment Use Allowance	4,161	4,161	4,161		4,161	
1003180	City Wide Admin	214,486	216,043	216,705		227,814	
<b>Total Cost Allocation</b>		<b>218,647</b>	<b>220,204</b>	<b>220,866</b>	<b>0%</b>	<b>231,975</b>	<b>5%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>3,267,472</b>	<b>3,115,755</b>	<b>3,313,525</b>	<b>6%</b>	<b>3,543,123</b>	<b>7%</b>

<b>POLICE COMMUNICATIONS (100-3180)</b>							
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>	
<b>Source of Funds:</b>							
Police Services 911 Brentwood	400,000	655,471	0	-100%	0	0%	
<b>Total Source of Funds</b>	<b>400,000</b>	<b>655,471</b>	<b>0</b>	<b>-100%</b>	<b>0</b>	<b>0%</b>	
<b>Use of Funds:</b>							
Personnel	2,564,360	2,351,461	2,607,669	11%	2,825,845	8%	
Services & Supplies	484,465	544,090	484,990	-11%	485,303	0%	
Internal Services	218,647	220,204	220,866	0%	231,975	5%	
<b>Total Use of Funds</b>	<b>3,267,472</b>	<b>3,115,755</b>	<b>3,313,525</b>	<b>6%</b>	<b>3,543,123</b>	<b>7%</b>	
Funded FTE's	16.00	16.00	16.00		16.00		

<b>POLICE OFFICE EMERG MGMT 1003185</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Services &amp; Supplies</b>							
1003185	Office Supplies	100	100	100		100	
1003185	Operating Supplies	1,800	1,710	1,710		1,710	
1003185	Postage	25	25	25		25	
1003185	Fuel	2,400	2,400	2,400		2,400	
1003185	Printing	750	750	750		750	
1003185	Contracts-Prof/Commercial	16,000	16,000	16,000		16,000	
1003185	Computer Operation Support	60	60	67		70	
1003185	Tele-Long Dist/Line Chgs	3,750	3,563	3,563		3,563	
1003185	Business Expense	150	143	143		143	
1003185	Conferences/Dues	1,000	850	850		850	
1003185	Training	500	475	500		500	
<b>Total Services &amp; Supplies</b>		<b>26,535</b>	<b>26,076</b>	<b>26,108</b>	<b>0%</b>	<b>26,111</b>	<b>0%</b>
<b>Cost Allocation:</b>							
1003185	City Wide Admin Credit	(21,248)	(21,161)	(21,205)		(20,948)	
<b>Total Cost Allocation</b>		<b>(21,248)</b>	<b>(21,161)</b>	<b>(21,205)</b>	<b>0%</b>	<b>(20,948)</b>	<b>-1%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>5,287</b>	<b>4,915</b>	<b>4,903</b>	<b>0%</b>	<b>5,163</b>	<b>5%</b>

<b>POLICE OFFICE OF EMERGENCY MANAGEMENT (100-3185)</b>							
		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Use of Funds:</b>							
Services & Supplies		26,535	26,076	26,108	0%	26,111	0%
Internal Services		(21,248)	(21,161)	(21,205)	0%	(20,948)	-1%
<b>Total Use of Funds</b>		<b>5,287</b>	<b>4,915</b>	<b>4,903</b>	<b>0%</b>	<b>5,163</b>	<b>5%</b>

<b>POLICE COM. VOLUNTEERS 1003195</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
1003195	Regular salaries	39,445	45,000	47,000		50,000	
1003195	Holiday Pay - Sworn	500	500	500		500	
1003195	Retirement-PERS	17,545	25,000	29,000		35,000	
1003195	Retirement-Medicare	590	590	690		735	
1003195	Cafeteria Plan	5,930	5,930	6,500		6,800	
1003195	Retiree Medical	5,250	5,250	5,500		6,000	
1003195	Workers' Compensation	5,345	5,345	5,500		6,000	
1003195	Uniform Allowance	208	250	275		300	
<b>Total Personnel Services</b>		<b>74,813</b>	<b>87,865</b>	<b>94,965</b>	<b>8%</b>	<b>105,335</b>	<b>11%</b>
<b>Services &amp; Supplies</b>							
1003195	Office Supplies	300	800	300		300	
1003195	Operating Supplies	10,000	12,000	12,000		10,000	
1003195	Fuel	1,200	700	1,200		1,200	
1003195	Vehicle Rental	6,330	6,330	2,135		2,500	
1003195	Business Expense	300	300	300		300	
1003195	Training	1,000	1,000	1,000		1,000	
<b>Total Services &amp; Supplies</b>		<b>19,130</b>	<b>21,130</b>	<b>16,935</b>	<b>-20%</b>	<b>15,300</b>	<b>-10%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>93,943</b>	<b>108,995</b>	<b>111,900</b>	<b>3%</b>	<b>120,635</b>	<b>8%</b>
<b>Cost Allocation:</b>							
1003195	City Wide Admin	5,337	5,440	5,358		5,494	
<b>Total Cost Allocation</b>		<b>5,337</b>	<b>5,440</b>	<b>5,358</b>	<b>-2%</b>	<b>5,494</b>	<b>3%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>99,280</b>	<b>114,435</b>	<b>117,258</b>	<b>2%</b>	<b>126,129</b>	<b>8%</b>

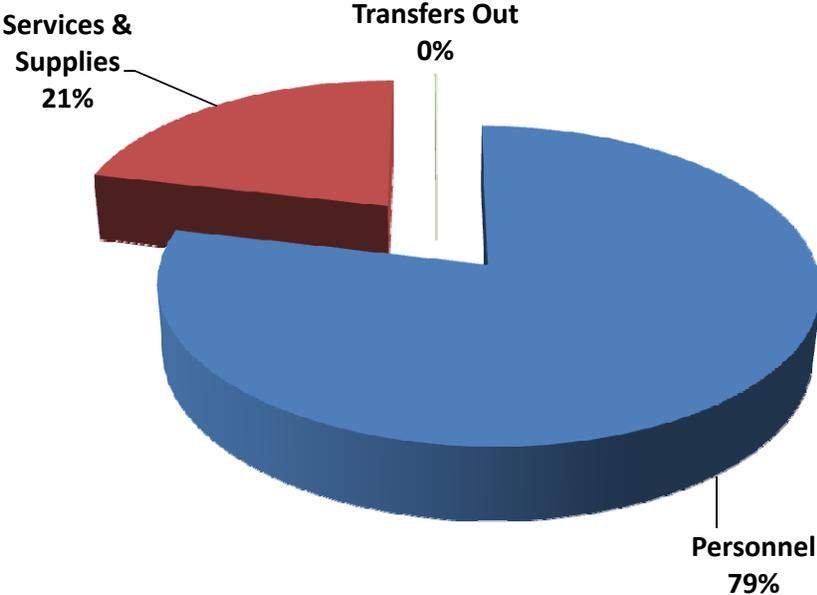
<b>POLICE COMMUNITY VOLUNTEERS (100-3195)</b>							
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>	
<b>Source of Funds:</b>							
Other	0	75	0	-100%	0	0%	
Transfer in from Byrne Grant	48,052	24,899	47,600	91%	0	-100%	
<b>Total Source of Funds</b>	<b>48,052</b>	<b>24,974</b>	<b>47,600</b>	<b>91%</b>	<b>0</b>	<b>0%</b>	
<b>Use of Funds:</b>							
Personnel	74,813	87,865	94,965	8%	105,335	11%	
Services & Supplies	19,130	21,130	16,935	-20%	15,300	-10%	
Internal Services	5,337	5,440	5,358	-2%	5,494	3%	
<b>Total Use of Funds</b>	<b>99,280</b>	<b>114,435</b>	<b>117,258</b>	<b>2%</b>	<b>126,129</b>	<b>8%</b>	

<b>POLICE FACILITIES MAINT 1003200</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Services &amp; Supplies</b>							
1003200	Parts & Service	90,000	133,000	85,500		85,500	
1003200	Maintenance Contracts	160,000	285,000	152,000		152,000	
1003200	Tele-Software/Maint	46,805	46,805	45,050		46,220	
1003200	Tele-Long Dist/Line Chgs	9,000	9,000	9,000		9,000	
1003200	Tele-Mobile/Pagers	37,000	37,000	37,000		37,000	
1003200	Electricity	185,000	185,000	185,000		185,000	
1003200	Gas	49,089	49,089	49,089		49,089	
1003200	Sewer	720	858	875		900	
<b>Total Services &amp; Supplies</b>		<b>577,614</b>	<b>745,752</b>	<b>563,514</b>	<b>-24%</b>	<b>564,709</b>	<b>0%</b>
<b>TRANSFER OUT ACCOUNTS</b>							
1003200	Transfer out to Honeywell DS	19,313	19,313	19,522		19,732	
<b>TOTAL TRANSFERS OUT</b>		<b>19,313</b>	<b>19,313</b>	<b>19,522</b>	<b>1%</b>	<b>19,732</b>	<b>1%</b>
<b>Cost Allocation:</b>							
1003200	City Wide Admin	41,343	41,849	41,314		42,041	
<b>Total Cost Allocation</b>		<b>41,343</b>	<b>41,849</b>	<b>41,314</b>	<b>-1%</b>	<b>42,041</b>	<b>2%</b>
<b>Totals Operating Exp with Cost Allocations</b>		<b>638,270</b>	<b>806,914</b>	<b>624,350</b>	<b>-23%</b>	<b>626,482</b>	<b>0%</b>

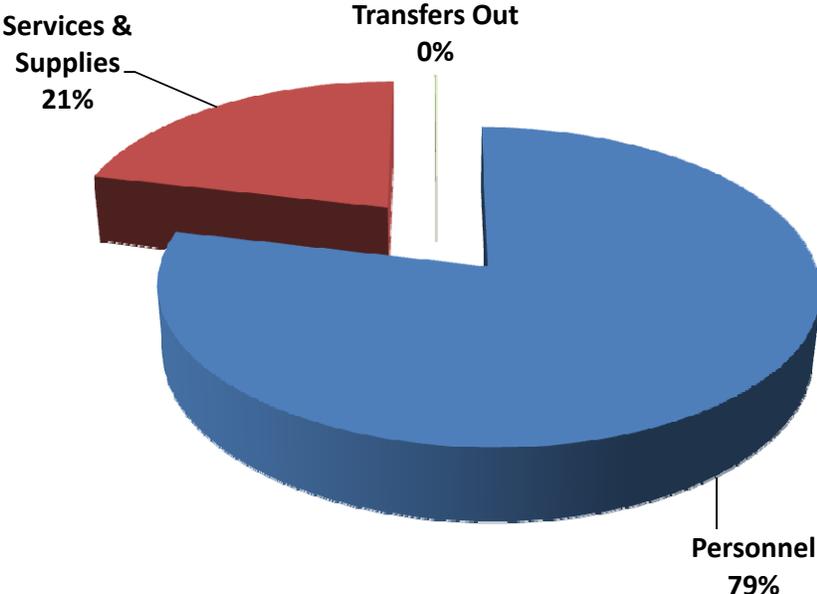
<b>POLICE FACILITIES MAINTENANCE (100-3200)</b>							
		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Use of Funds:</b>							
Services & Supplies		577,614	745,752	563,514	-24%	564,709	0%
Transfer Out Honeywell		19,313	19,313	19,522	1%	19,732	1%
Internal Services		41,343	41,849	41,314	-1%	42,041	2%
<b>Total Use of Funds</b>		<b>638,270</b>	<b>806,914</b>	<b>624,350</b>	<b>-23%</b>	<b>626,482</b>	<b>0%</b>



**Animal Services 17/18 Expenditure Categories**



**Animal Services 18/19 Expenditure Categories**



<b>ANIMAL CONTROL - 214-3320</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>REVENUE ACCOUNTS:</b>							
2143320	Animal Licenses	180,000	180,000	180,000		180,000	
2143320	Animal Licenses-Penalties	14,000	5,000	14,000		14,000	
2143320	Interest Earnings - Pooled	0	763	100		100	
2143320	Shelter Fees	25,000	10,000	25,000		25,000	
2143320	Animal Adoption Fees	18,000	27,000	18,000		18,000	
2143320	Animal Vaccination Fees	20,000	5,000	20,000		20,000	
2143320	Animal - Impound Fees	20,000	5,000	20,000		20,000	
2143320	Animal - Surrender	6,000	6,000	6,000		6,000	
2143320	Animal - Euthanasia	3,000	2,000	3,000		3,000	
2143320	Animal - Disposal	2,000	2,000	2,000		2,000	
2143320	Animal - Emgy Vet Svcs	1,000	1,000	1,000		1,000	
2143320	Spay & Neuter Revenue	20,000	5,000	20,000		20,000	
2143320	Animal - Microchip Fees	14,000	10,000	14,000		14,000	
2143320	Miscellaneous Revenue	1,000	500	500		500	
2143320	Donations	10,000	69,651	10,000		10,000	
<b>Total Revenues</b>		<b>334,000</b>	<b>328,914</b>	<b>333,600</b>	<b>1%</b>	<b>333,600</b>	<b>0%</b>

		2016-17	2016-17	2017-18	%	2018-19	%
<b>ANIMAL CONTROL - 214-3320</b>		Budget	Revised	Proposed	Change	Proposed	Change
<b>EXPENSE ACCOUNTS:</b>							
<b>Personnel Services:</b>							
2143320	Regular Salaries	305,530	245,000	325,744		386,560	
2143320	Salaries-Payoff	0	6,133	0		0	
2143320	Part-Time Help	136,698	136,698	177,198		190,698	
2143320	Overtime	40,000	40,000	40,000		40,000	
2143320	Standby Pay	12,000	12,000	12,000		12,000	
2143320	Retirement-PERS	93,673	85,000	110,920		149,150	
2143320	Retirement-Medicare	7,437	7,437	8,100		9,195	
2143320	Retirement-PARS	1,706	1,706	2,305		2,480	
2143320	Deferred Comp	1,575	1,600	1,625		1,670	
2143320	State Disability Ins	1,760	1,760	1,825		2,325	
2143320	Cafeteria Plan	61,510	53,445	91,810		102,700	
2143320	Retiree Medical	25,141	14,000	19,620		24,825	
2143320	Life Insurance/EAP	360	360	592		600	
2143320	Workers' Compensation	52,305	35,000	39,285		46,670	
2143320	Uniform Allowance	104	104	212		216	
2143320	Unemployment Insurance	5,000	5,000	5,000		5,000	
<b>Total Personnel Services</b>		<b>744,799</b>	<b>645,243</b>	<b>836,236</b>	<b>30%</b>	<b>974,089</b>	<b>16%</b>
<b>Services &amp; Supplies</b>							
2143320	Office Supplies	1,500	1,500	1,500		1,500	
2143320	Operating Supplies	80,000	80,000	85,000		85,000	
2143320	Clothing Expense	500	2,500	2,500		2,500	
2143320	Postage	800	800	800		800	
2143320	Fuel	5,000	5,000	5,000		5,000	
2143320	Printing	1,000	1,000	1,000		1,000	
2143320	Copier	2,425	2,425	2,500		1,000	
2143320	Contracts-Prof/Commercial	25,000	25,000	20,000		20,000	
2143320	Contracts- Vet Services	60,000	60,000	20,000		20,000	
2143320	Equipment Rental/Maintenance	3,180	3,180	3,500		3,500	
2143320	Parts & Service	750	750	750		750	
2143320	Insurance Policies	18,425	14,950	21,500		26,305	
2143320	Computer Operation Support	2,265	2,265	2,527		2,643	
2143320	Cash Management	10	200	500		500	
2143320	Vehicle Rental	15,954	15,954	15,636		17,943	
2143320	Bank Charges	2,600	2,600	2,600		2,600	
2143320	Tele-Software/Maint	6,241	6,241	6,007		6,163	
2143320	Tele-Long Dist/Line Chgs	250	250	250		250	
2143320	Tele-Mobile/Pagers	2,500	2,500	2,500		2,500	
2143320	Electricity	10,500	10,500	10,500		10,500	
2143320	Gas	3,200	3,200	3,200		3,200	
2143320	Conferences/Dues	500	1,000	500		500	
2143320	Training	3,500	3,700	8,500		8,500	
2143320	Donation Expenditures	10,000	69,651	10,000		10,000	
<b>Total Services &amp; Supplies</b>		<b>256,100</b>	<b>315,166</b>	<b>226,770</b>	<b>-28%</b>	<b>232,654</b>	<b>3%</b>
<b>Total Personnel and Services &amp; Supplies</b>		<b>1,000,899</b>	<b>960,409</b>	<b>1,063,006</b>	<b>11%</b>	<b>1,206,743</b>	<b>14%</b>
<b>TRANSFER OUT ACCOUNTS:</b>							
2143320	Transfer out to Honeywell Debt	579	579	585		592	
<b>Total Transfer Out</b>		<b>579</b>	<b>579</b>	<b>585</b>	<b>1%</b>	<b>592</b>	
<b>Total Operating Costs with Transfers</b>		<b>1,001,478</b>	<b>960,988</b>	<b>1,063,591</b>	<b>11%</b>	<b>1,207,335</b>	<b>14%</b>

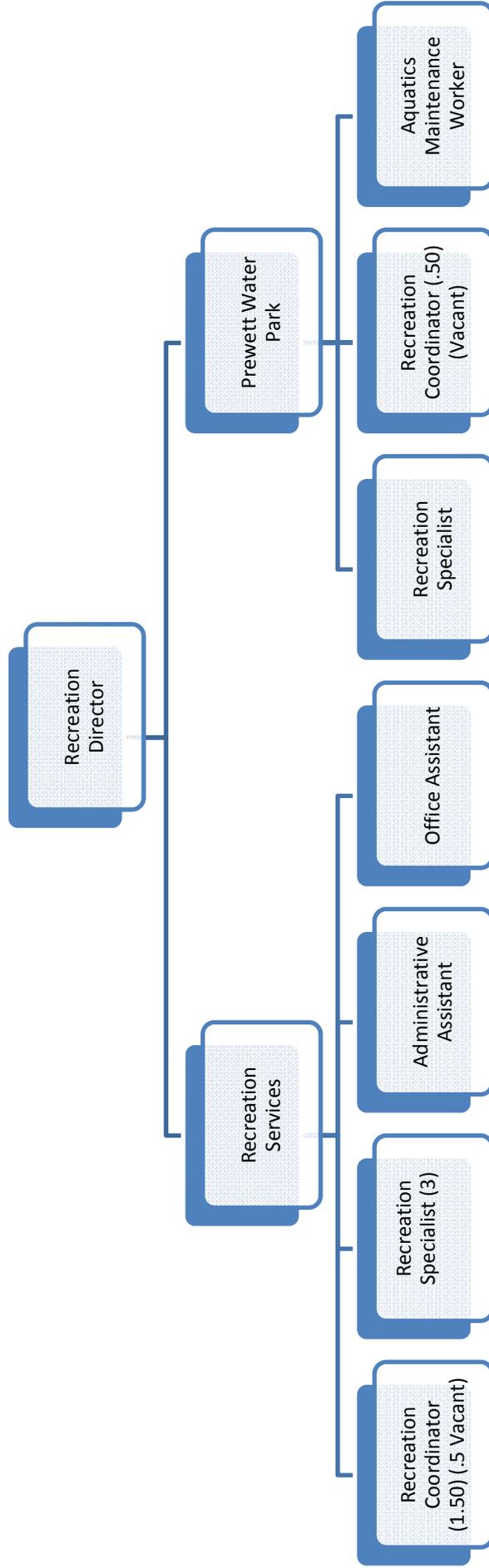
<b>ANIMAL CONTROL (214-3320)</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Current Service Charges	323,000	258,000	323,000	25%	323,000	0%
Investment Income	0	763	100	-87%	100	0%
Other	11,000	70,151	10,500	-85%	10,500	0%
Transfer In from General Fund	538,108	501,222	729,991	46%	873,735	20%
<b>Total Source of Funds</b>	<b>872,108</b>	<b>830,136</b>	<b>1,063,591</b>	<b>28%</b>	<b>1,207,335</b>	<b>14%</b>
<b>Use of Funds:</b>						
Personnel	744,799	645,243	836,236	30%	974,089	16%
Services & Supplies	256,100	315,166	226,770	-28%	232,654	3%
Transfer Out	579	579	585	1%	592	1%
<b>Total Use of Funds</b>	<b>1,001,478</b>	<b>960,988</b>	<b>1,063,591</b>	<b>11%</b>	<b>1,207,335</b>	<b>14%</b>
Funded FTE'S	5.10	5.10	6.20		6.20	

<b>ANIMAL CONTROL-MADDIE'S GRANT 214-3325</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>EXPENSE ACCOUNTS:</b>							
<b>Services &amp; Supplies</b>							
2143325	Contracts-Prof/Commercial	83,087	83,087	0		0	
<b>Total Services &amp; Supplies</b>		<b>83,087</b>	<b>83,087</b>	<b>0</b>	<b>-100%</b>	<b>0</b>	<b>0%</b>

<b>MADDIES GRANT (214-3325)</b>							
		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Use of Funds:</b>							
Services & Supplies		83,087	83,087	0	-100%	0	0%
<b>Total Use of Funds</b>		<b>83,087</b>	<b>83,087</b>	<b>0</b>	<b>-100%</b>	<b>0</b>	<b>0%</b>

**RECREATION SERVICES FUND (219) & PREWETT PARK FUND (641)**

Recreation activities are maintained in a Special Revenue and Enterprise Fund within the City's financial reporting structure. The organization chart below is for both the funds combined.



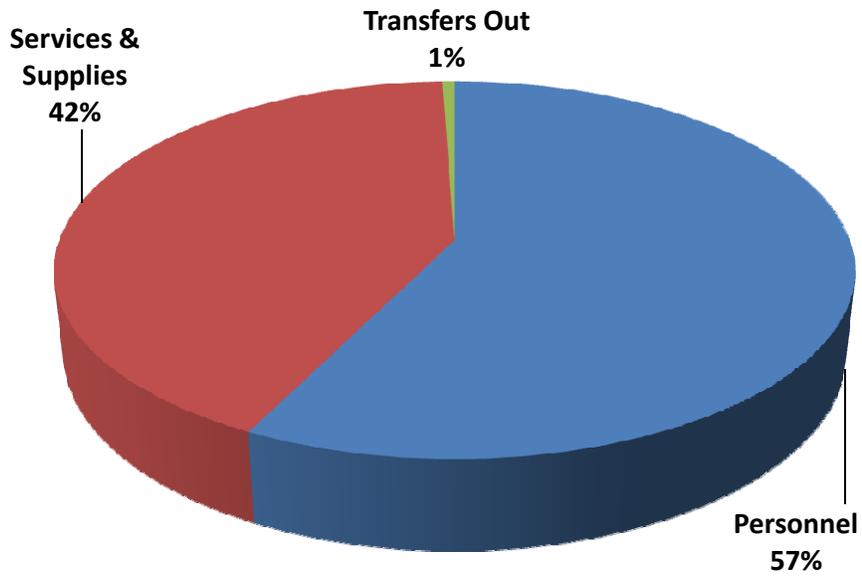
# of Positions Funded	# of Filled Positions	# of Vacant Positions
10.00	9.00	1.00

<b>RECREATION SERVICES (FUND 219)</b>									
<b>Statement of Revenues, Expenditures and Change in Fund Balance</b>									
	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>%</b>	<b>%</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Revised</b>	<b>Proposed</b>	<b>Proposed</b>	<b>Change</b>	<b>Change</b>
<b>Beginning Balance, July 1</b>	<b>\$70,317</b>	<b>\$117,933</b>	<b>\$158,919</b>	<b>\$178,473</b>	<b>\$178,473</b>	<b>\$220,973</b>	<b>\$264,973</b>		
<b>Revenue Source:</b>									
Investment Income	1,589	2,583	2,107	500	2,000	500	500	-75%	0%
Revenue from Other Agencies	35,000	39,000	39,000	43,000	43,000	43,000	43,000	0%	0%
Current Service Charges	1,008,071	1,224,330	1,013,988	1,151,500	1,126,500	1,169,500	1,183,000	4%	1%
Other	27,063	21,473	31,578	20,000	26,650	25,000	27,000	-6%	8%
Transfer in from General Fund	505,734	422,440	689,227	723,515	746,046	704,817	771,468	-6%	9%
Transfer in from Senior Bus Fund	7,700	7,700	7,700	7,700	7,700	7,700	7,700	0%	0%
Transfer in from Child Care Fund	35,000	35,000	35,000	35,000	35,000	35,000	35,000	0%	0%
<b>Total Revenue</b>	<b>1,620,157</b>	<b>1,752,526</b>	<b>1,818,600</b>	<b>1,981,215</b>	<b>1,986,896</b>	<b>1,985,517</b>	<b>2,067,668</b>	<b>0%</b>	<b>4%</b>
<b>Expenditures:</b>									
Personnel	843,147	966,689	1,019,786	1,052,139	1,080,909	1,113,606	1,186,890	3%	7%
Services & Supplies	719,354	734,701	769,001	857,712	853,117	817,429	826,183	-4%	1%
Transfer Out to Honeywell	10,040	10,150	10,259	10,370	10,370	10,482	10,595	1%	1%
<b>Total Expenditures</b>	<b>1,572,541</b>	<b>1,711,540</b>	<b>1,799,046</b>	<b>1,920,221</b>	<b>1,944,396</b>	<b>1,941,517</b>	<b>2,023,668</b>	<b>0%</b>	<b>4%</b>
<b>Ending Balance, June 30<sup>1</sup></b>	<b>\$117,933</b>	<b>\$158,919</b>	<b>\$178,473</b>	<b>\$239,467</b>	<b>\$220,973</b>	<b>\$264,973</b>	<b>\$308,973</b>		

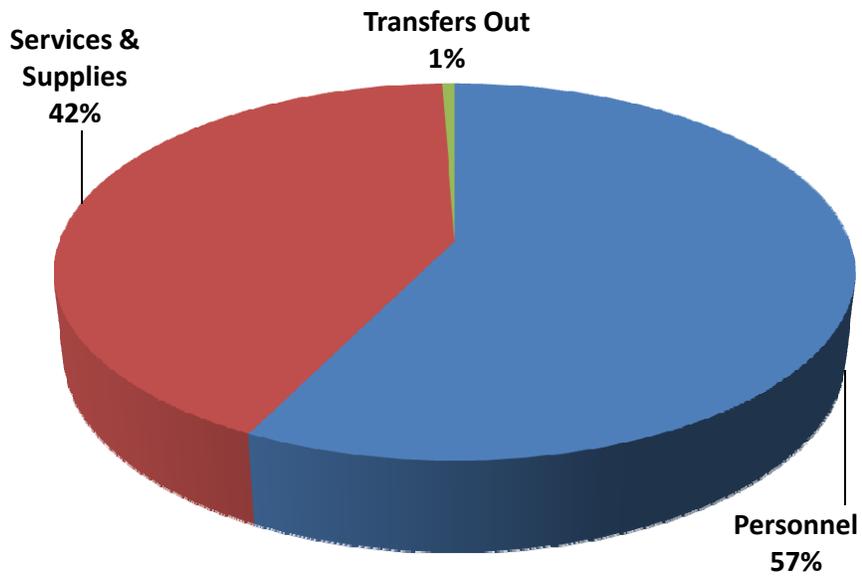
<sup>1</sup>Fund balance committed for sports field, turf field and memorial field maintenance

	<b>Funded</b>	<b>Funded</b>	<b>Funded</b>
	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
<b>Funded FTE's:</b>			
Senior Services	2.00	2.00	2.00
Sports Programs	1.00	1.00	1.00
Community Recreation	4.00	4.00	4.00
<b>Total Recreation Funded FTE's</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>

### Recreation Fund 17/18 Expenditure Categories



### Recreation Fund 18/19 Expenditure Categories



<b>NRCC 219-4410</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>REVENUE ACCOUNTS</b>							
2194410	Interest Earnings - Pooled	500	2,000	500		500	
2194410	Rent	44,000	44,000	45,000		45,000	
2194410	Miscellaneous Revenue	1,000	0	0		0	
<b>Total Revenues</b>		<b>45,500</b>	<b>46,000</b>	<b>45,500</b>	<b>-1%</b>	<b>45,500</b>	<b>0%</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
2194410	Part-Time Help	10,500	10,500	11,000		12,000	
2194410	Overtime	250	250	250		250	
2194410	Retirement-PERS	1,000	500	500		500	
2194410	Retirement-Medicare	155	155	165		180	
2194410	Retirement-PARS	140	140	145		160	
2194410	Workers' Compensation	935	935	185		240	
<b>Total Personnel Services</b>		<b>12,980</b>	<b>12,480</b>	<b>12,245</b>	<b>-2%</b>	<b>13,330</b>	<b>9%</b>
<b>Services &amp; Supplies</b>							
2194410	Operating Supplies	2,500	7,500	2,500		2,500	
2194410	Contracts - Prof/Commercial	3,000	3,000	3,000		3,000	
2194410	Parts & Service	3,000	3,000	3,000		3,000	
2194410	Maintenance Contracts	26,000	21,000	26,000		26,000	
2194410	Cash Management	500	500	600		600	
2194410	Electricity	20,000	20,000	20,000		20,000	
2194410	Gas	4,000	4,000	4,000		4,000	
2194410	Sewer	370	0	0		0	
<b>Total Services &amp; Supplies</b>		<b>59,370</b>	<b>59,000</b>	<b>59,100</b>	<b>0%</b>	<b>59,100</b>	<b>0%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>72,350</b>	<b>71,480</b>	<b>71,345</b>	<b>0%</b>	<b>72,430</b>	<b>2%</b>
<b>TRANSFER OUT ACCOUNTS</b>							
2194410	Transfer out to Honeywell DS	10,370	10,370	10,482		10,595	
<b>Totals Operating Exp</b>		<b>82,720</b>	<b>81,850</b>	<b>81,827</b>	<b>0%</b>	<b>83,025</b>	<b>1%</b>

<b>NICK RODRIGUEZ COMMUNITY CENTER (219-4410)</b>							
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>	
<b>Source of Funds:</b>							
Investment Income	500	2,000	500	-75%	500	0%	
Current Service Charges	44,000	44,000	45,000	2%	45,000	0%	
Other	1,000	0	0	0%	0	0%	
Transfer in from General Fund	485,155	531,355	498,002	-6%	539,068	8%	
<b>Total Source of Funds</b>	<b>530,655</b>	<b>577,355</b>	<b>543,502</b>	<b>-6%</b>	<b>584,568</b>	<b>8%</b>	
<b>Use of Funds:</b>							
Personnel	12,980	12,480	12,245	-2%	13,330	9%	
Services & Supplies	59,370	59,000	59,100	0%	59,100	0%	
Transfers Out to Honeywell	10,370	10,370	10,482	1%	10,595	1%	
<b>Total Use of Funds</b>	<b>82,720</b>	<b>81,850</b>	<b>81,827</b>	<b>0%</b>	<b>83,025</b>	<b>1%</b>	
Funded FTE'S	0.00	0.00	0.00		0.00		

<b>RECREATION SENIOR PROG/ SERVICES 219-4420</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>REVENUE ACCOUNTS</b>							
2194420	CDBG Nutrition	23,000	23,000	23,000		23,000	
2194420	Miscellaneous Revenue	15,000	15,000	15,000		15,000	
2194420	Sr Center Reimbursement	20,000	20,000	20,000		20,000	
<b>Total Revenue</b>		<b>58,000</b>	<b>58,000</b>	<b>58,000</b>	<b>0%</b>	<b>58,000</b>	<b>0%</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
2194420	Regular Salaries	128,815	87,875	118,700		128,585	
2194420	Part-Time Help	41,800	60,000	41,800		41,800	
2194420	Overtime	2,000	2,000	2,000		2,000	
2194420	Retirement-PERS	39,780	39,780	38,375		47,115	
2194420	Retirement-Medicare	2,505	2,505	2,360		2,500	
2194420	Retirement-PARS	545	545	545		545	
2194420	State Disability Insurance	1,305	1,305	1,070		1,160	
2194420	Cafeteria Plan	28,770	12,000	16,905		19,285	
2194420	Retiree Medical	6,700	6,700	4,280		6,030	
2194420	Life Insurance/EAP	243	243	238		245	
2194420	Workers' Compensation	11,560	11,560	5,410		6,975	
<b>Total Personnel Services</b>		<b>264,023</b>	<b>224,513</b>	<b>231,683</b>	<b>3%</b>	<b>256,240</b>	<b>11%</b>
<b>Services &amp; Supplies</b>							
2194420	Operating Supplies	7,000	7,000	7,000		7,000	
2194420	Advertising	0	699	0		0	
2194420	Contracts - Prof/Commercial	5,000	6,500	0		0	
2194420	Equipment Rental/Maintenance	250	250	250		250	
2194420	Maintenance Contracts	0	17,206	0		0	
2194420	Insurance Policies	7,240	5,875	5,960		6,955	
2194420	Computer Operation Support	647	647	722		755	
2194420	Tele-Long Dist/Line Chgs	1,400	701	1,400		1,400	
2194420	Electricity	13,000	13,000	15,000		15,000	
2194420	Gas	2,000	2,000	2,000		2,000	
2194420	Furniture & Equipment	3,500	2,000	8,500		8,500	
<b>Total Services &amp; Supplies</b>		<b>40,037</b>	<b>55,878</b>	<b>40,832</b>	<b>-27%</b>	<b>41,860</b>	<b>3%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>304,060</b>	<b>280,391</b>	<b>272,515</b>	<b>-3%</b>	<b>298,100</b>	<b>9%</b>
<b>TRANSFERS IN</b>							
2194420	Transfer in from Senior Bus	7,700	7,700	7,700		7,700	
2194420	Transfer in from General Fund	238,360	214,691	206,815		232,400	
<b>TOTAL TRANSFERS IN</b>		<b>246,060</b>	<b>222,391</b>	<b>214,515</b>	<b>-4%</b>	<b>240,100</b>	<b>12%</b>

<b>RECREATION - SENIOR PROGRAMS AND SERVICES (219-4420)</b>							
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>	
<b>Source of Funds:</b>							
Revenue from Other Agencies	43,000	43,000	43,000	0%	43,000	0%	
Other	15,000	15,000	15,000	0%	15,000	0%	
Transfer in from General Fund	238,360	214,691	206,815	-4%	232,400	12%	
Transfer in from Senior Bus	7,700	7,700	7,700	0%	7,700	0%	
<b>Total Source of Funds</b>	<b>304,060</b>	<b>280,391</b>	<b>272,515</b>	<b>-3%</b>	<b>298,100</b>	<b>9%</b>	
<b>Use of Funds:</b>							
Personnel	264,023	224,513	231,683	3%	256,240	11%	
Services & Supplies	40,037	55,878	40,832	-27%	41,860	3%	
<b>Total Use of Funds</b>	<b>304,060</b>	<b>280,391</b>	<b>272,515</b>	<b>-3%</b>	<b>298,100</b>	<b>9%</b>	
Funded FTE'S	2.00	2.00	2.00		2.00		

<b>REC SPORTS PROGRAMS 219-4450</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>REVENUE ACCOUNTS</b>							
2194450	Turf Field Rental	60,000	60,000	63,000		66,000	
2194450	Recreation Fees	300,000	300,000	306,500		310,000	
2194450	Turf Field Maintenance	30,000	30,000	31,500		31,500	
2194450	Memorial Field Maintenance	500	500	500		500	
2194450	Sports Field Maintenance	12,000	12,000	12,000		12,000	
2194450	Concessions	30,000	30,000	32,000		35,000	
2194450	Miscellaneous Revenue	1,000	1,000	1,000		1,000	
<b>Total Revenue</b>		<b>433,500</b>	<b>433,500</b>	<b>446,500</b>	<b>3%</b>	<b>456,000</b>	<b>2%</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
2194450	Regular Salaries	71,406	71,406	73,460		75,525	
2194450	Part-Time Help	69,500	69,500	78,000		80,000	
2194450	Overtime	1,500	1,500	1,500		1,500	
2194450	Retirement-PERS	23,234	25,330	24,730		28,820	
2194450	Retirement-Medicare	2,061	2,061	2,220		2,280	
2194450	Retirement-PARS	905	905	1,015		1,040	
2194450	State Disability Insurance	723	550	670		685	
2194450	Cafeteria Plan	19,495	13,310	15,190		15,910	
2194450	Retiree Medical	3,716	2,560	2,675		3,575	
2194450	Life Insurance/EAP	124	128	118		125	
2194450	Workers' Compensation	12,650	12,000	5,710		7,040	
2194450	Unemployment Insurance	2,000	2,000	2,000		2,000	
<b>Total Personnel Services</b>		<b>207,314</b>	<b>201,250</b>	<b>207,288</b>	<b>3%</b>	<b>218,500</b>	<b>5%</b>
<b>Services &amp; Supplies</b>							
2194450	Office Supplies	400	400	400		400	
2194450	Operating Supplies	40,000	40,000	40,000		40,000	
2194450	Postage	400	400	400		400	
2194450	Printing	1,000	1,000	1,000		1,000	
2194450	Published Notices	200	200	200		200	
2194450	Parts & Service	3,500	3,500	3,500		3,500	
2194450	Temporary Help-Agencies	43,000	43,000	40,000		40,000	
2194450	Insurance Policies	5,650	4,584	5,330		5,922	
2194450	Electricity	27,000	27,000	28,000		28,000	
2194450	Conference/Dues	500	500	500		500	
<b>Total Services &amp; Supplies</b>		<b>121,650</b>	<b>120,584</b>	<b>119,330</b>	<b>-1%</b>	<b>119,922</b>	<b>0%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>328,964</b>	<b>321,834</b>	<b>326,618</b>	<b>1%</b>	<b>338,422</b>	<b>4%</b>

<b>RECREATION - SPORTS (219-4450)</b>							
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>	
<b>Source of Funds:</b>							
Current Service Charges	432,500	432,500	445,500	3%	455,000	2%	
Other	1,000	1,000	1,000	0%	1,000	0%	
<b>Total Source of Funds</b>	<b>433,500</b>	<b>433,500</b>	<b>446,500</b>	<b>3%</b>	<b>456,000</b>	<b>2%</b>	
<b>Use of Funds:</b>							
Personnel	207,314	201,250	207,288	3%	218,500	5%	
Services & Supplies	121,650	120,584	119,330	-1%	119,922	0%	
<b>Total Use of Funds</b>	<b>328,964</b>	<b>321,834</b>	<b>326,618</b>	<b>1%</b>	<b>338,422</b>	<b>4%</b>	
Funded FTE'S	1.00	1.00	1.00		1.00		

<b>COMMUNITY RECREATION - 219-4495</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>REVENUE ACCOUNTS</b>							
2194495	Rent	265,000	250,000	265,000		265,000	
2194495	Recreation Fees	410,000	400,000	414,000		418,000	
2194495	Miscellaneous Revenue	2,000	2,000	2,000		2,000	
2194495	Donations	1,000	8,650	7,000		9,000	
2194495	Overage & Shortage	0	-45	0		0	
<b>Total Revenue</b>		<b>678,000</b>	<b>660,605</b>	<b>688,000</b>	<b>4%</b>	<b>694,000</b>	<b>1%</b>
<b>EXPENSE ACCOUNTS</b>							
<b>Personnel Services:</b>							
2194495	Regular Salaries	221,274	250,000	273,310		284,910	
2194495	Salaries-Payoff	0	3,097	0		0	
2194495	Part-Time Help	162,000	170,000	180,000		182,000	
2194495	Overtime	1,000	1,000	1,000		1,000	
2194495	Retirement-PERS	70,190	92,480	93,645		106,775	
2194495	Retirement-Medicare	5,848	7,310	6,920		7,125	
2194495	Retirement-PARS	2,110	2,110	2,145		2,425	
2194495	Deferred Comp	3,673	3,685	3,800		3,955	
2194495	State Disability Insurance	1,483	1,605	1,755		1,835	
2194495	Cafeteria Plan	44,885	56,000	62,770		64,825	
2194495	Retiree Medical	18,571	18,571	15,530		19,170	
2194495	Life Insurance/EAP	301	301	415		420	
2194495	Workers' Compensation	29,087	29,087	13,700		16,980	
2194495	Allowances	2,400	2,400	2,400		2,400	
2194495	Unemployment Insurance	5,000	5,020	5,000		5,000	
<b>Total Personnel Services</b>		<b>567,822</b>	<b>642,666</b>	<b>662,390</b>	<b>3%</b>	<b>698,820</b>	<b>5%</b>
<b>Services &amp; Supplies</b>							
2194495	Office Supplies	1,600	1,600	1,600		1,700	
2194495	Operating Supplies	38,600	50,000	40,000		40,000	
2194495	Postage	1,900	3,500	1,900		1,900	
2194495	Fuel	1,500	1,500	1,500		1,500	
2194495	Printing	2,200	1,000	1,800		1,800	
2194495	Printing-Brochure	42,000	40,400	44,000		44,000	
2194495	Copier	4,955	5,200	5,200		2,500	
2194495	Published Notices	400	0	0		0	
2194495	Contracts Professional	26,000	32,000	26,000		26,000	
2194495	Equipment Rental/Maintenance	5,350	5,350	5,350		5,350	
2194495	Equipment Replacement set aside	25,000	16,012	25,000		25,000	
2194495	Parts & Service	20,000	20,000	20,000		20,000	
2194495	Maintenance Contracts	120,000	120,000	115,000		115,000	
2194495	Temp Help-Agencies	74,500	74,500	65,000		65,000	
2194495	Insurance Policies	36,655	27,598	34,125		38,645	
2194495	Computer Operation Support	69,596	69,596	80,418		83,699	
2194495	Vehicle Rental	16,738	16,738	7,718		8,514	
2194495	Bank Charges	17,000	19,000	20,000		21,000	
2194495	Telephone soft/maint	13,761	13,761	13,556		13,693	
2194495	Telephone long distance/line	900	900	900		900	
2194495	Electricity	100,000	85,000	75,000		75,000	
2194495	Gas	16,000	12,000	12,000		12,000	
2194495	Sewer Tax	800	800	800		800	
2194495	Business Expense	300	300	300		300	
2194495	Conference/Dues	900	900	1,000		1,000	
<b>Total Services &amp; Supplies</b>		<b>636,655</b>	<b>617,655</b>	<b>598,167</b>	<b>-3%</b>	<b>605,301</b>	<b>1%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>1,204,477</b>	<b>1,260,321</b>	<b>1,260,557</b>	<b>0%</b>	<b>1,304,121</b>	<b>3%</b>
<b>TRANSFERS IN</b>							
2194420	Transfer in from Child Care Fund	35,000	35,000	35,000		35,000	
<b>TOTAL TRANSFERS IN</b>		<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>0%</b>	<b>35,000</b>	<b>0%</b>

<b>COMMUNITY RECREATION</b>						
	<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>Source of Funds:</b>						
Current Service Charges	675,000	650,000	679,000	4%	683,000	1%
Other	3,000	10,605	9,000	-15%	11,000	22%
Transfer In Child Care Fund	35,000	35,000	35,000	0%	35,000	0%
<b>Total Source of Funds</b>	<b>713,000</b>	<b>695,605</b>	<b>723,000</b>	<b>4%</b>	<b>729,000</b>	<b>1%</b>
<b>Use of Funds:</b>						
Personnel	567,822	642,666	662,390	3%	698,820	5%
Services & Supplies	636,655	617,655	598,167	-3%	605,301	1%
<b>Total Use of Funds</b>	<b>1,204,477</b>	<b>1,260,321</b>	<b>1,260,557</b>	<b>0%</b>	<b>1,304,121</b>	<b>3%</b>
Funded FTE'S	4.00	4.00	4.00		4.00	

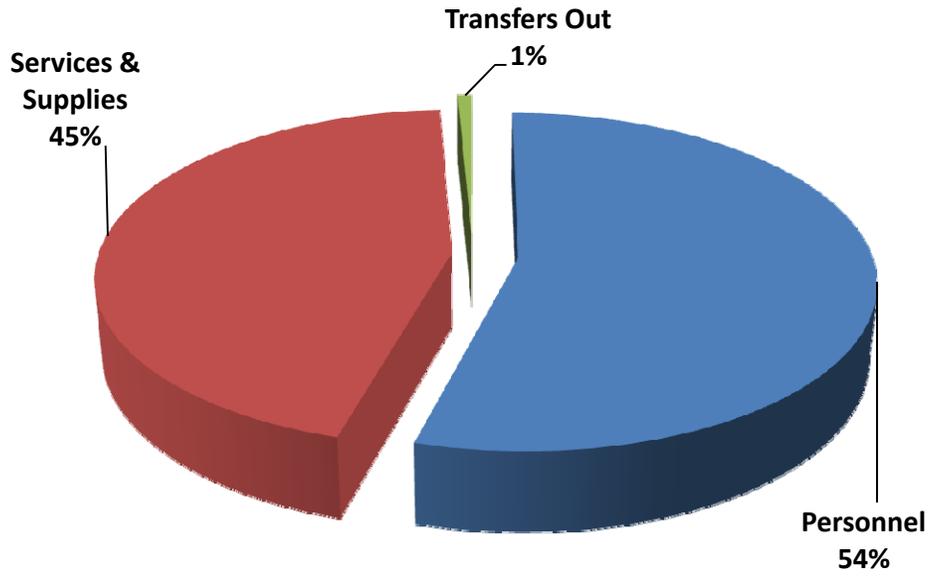


**PREWETT PARK SUMMARY (Continued)**

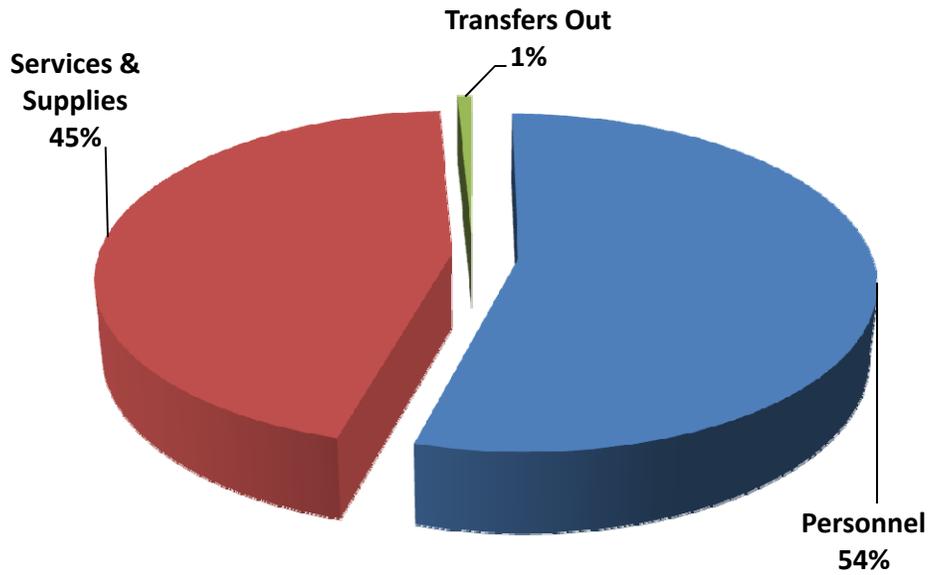
	<b>Funded 2016-17</b>	<b>Funded 2017-18</b>	<b>Funded 2018-19</b>
<b>Funded FTE's:</b>			
Water Park Operations	3.00	3.00	3.00
<b>Total Prewett Park Funded FTE's</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

\*In Fiscal Year 2015, the City was required to implement GASB 68 that requires agencies to record pension liabilities on the face of their financial statements rather than just footnote disclosure. For governmental fund types, the net pension liability is only reflected in the Comprehensive Annual Financial Report in the Basis Financial Statements and is not recorded in the individual funds in the City's general ledger. For business type funds (Enterprise), the pension liability is required to be recorded directly in each fund for the share of City's net pension liability, thus the Prewett Park Fund must account for its share of pension liability. The amount of liability reflected in the chart on the prior page remains the same from FY16 forward because the June 30<sup>th</sup> amount of the liability each year cannot be determined until after the year end has closed. We have shown the amount added back to the balance to indicate the actual cash available in the fund.

### Prewett Park Fund 17/18 Expenditure Categories



### Prewett Park Fund 18/19 Expenditure Categories



<b>RECREATION WATER PARK - 641-4630</b>		<b>2016-17 Budget</b>	<b>2016-17 Revised</b>	<b>2017-18 Proposed</b>	<b>% Change</b>	<b>2018-19 Proposed</b>	<b>% Change</b>
<b>REVENUE ACCOUNTS</b>							
6414630	Interest Earnings	300	300	300		300	
6414630	Rent	45,000	45,000	48,000		50,000	
6414630	Daily Admission	400,000	400,000	400,000		400,000	
6414630	Regular Pass	47,000	47,000	48,000		49,000	
6414630	Group Party Admissions	125,000	125,000	125,000		130,000	
6414630	Park Buy Outs	25,000	25,000	30,000		32,000	
6414630	Non-Resident Pass	9,000	9,000	9,000		9,000	
6414630	Recreation Fees	165,000	140,000	165,000		165,000	
6414630	Birthday Parties	18,000	18,000	0		0	
6414630	Concessions	60,000	60,000	60,000		62,000	
6414630	Miscellaneous Revenue	3,500	3,954	3,500		3,500	
6414630	Overage and Shortage	0	-44	0		0	
<b>Total Revenue</b>		<b>897,800</b>	<b>873,210</b>	<b>888,800</b>	<b>2%</b>	<b>900,800</b>	<b>1%</b>
<b>EXPENSE ACCOUNTS:</b>							
<b>Personnel Services:</b>							
6414630	Regular Salaries	233,036	215,000	236,990		249,750	
6414630	Part-Time Help	287,655	337,655	312,000		343,000	
6414630	Overtime	4,000	4,000	4,000		4,000	
6414630	Retirement-PERS	76,707	75,340	90,900		91,285	
6414630	Retirement-Medicare	7,697	7,690	8,190		8,415	
6414630	Retirement-PARS	3,635	3,635	4,060		4,095	
6414630	Deferred Comp	3,718	3,695	3,800		3,950	
6414630	State Disability Ins	980	980	850		920	
6414630	Cafeteria Plan	40,395	40,395	33,055		33,600	
6414630	Retiree Medical	19,178	19,110	14,250		17,560	
6414630	Life Insurance/EAP	305	305	296		300	
6414630	Workers' Compensation	43,421	43,380	19,320		24,065	
6414630	Allowances	2,100	2,400	2,400		2,400	
6414630	Unemployment Insurance	5,000	5,000	5,000		5,000	
<b>Total Personnel Services</b>		<b>727,827</b>	<b>758,585</b>	<b>735,111</b>	<b>-3%</b>	<b>788,340</b>	<b>7%</b>
<b>Services and Supplies:</b>							
6414630	Office Supplies	2,000	2,200	2,000		2,000	
6414630	Operating Supplies	122,000	122,000	115,000		115,000	
6414630	Chemicals	60,000	60,000	60,000		60,000	
6414630	Safety Materials	8,000	8,000	8,000		8,000	
6414630	Clothing Expense	500	500	500		500	
6414630	Small Tools	500	500	750		750	
6414630	Postage	2,000	2,000	2,000		2,000	
6414630	Printing	300	300	300		300	
6414630	Printing-Brochure	12,000	12,000	12,000		12,000	
6414630	Copier	4,145	5,000	5,000		2,500	
6414630	Advertising	15,000	15,000	10,000		10,000	
6414630	Contracts - Prof/Commercial	97,000	97,000	97,000		97,000	
6414630	Equipment Rental/Maintenance	2,680	2,680	2,680		2,680	
6414630	Replacement Set-Aside	10,000	10,000	25,000		25,000	
6414630	Parts & Service	57,000	57,000	57,000		57,000	
6414630	Parts & Service-Vandalism	1,500	3,533	2,000		2,000	
6414630	Maintenance Contracts	20,000	20,000	21,000		21,000	
6414630	Insurance Policies	19,255	18,794	22,545		24,795	
6414630	Computer Operation Support	1,294	1,294	1,443		1,509	
6414630	Cash Management	250	250	250		250	
6414630	Bank Charges	40,000	38,000	38,000		38,000	
6414630	Tele-Software/Maint	12,871	12,871	12,389		12,711	
6414630	Tele-Long Dist/Line Chgs	3,600	3,600	3,600		3,600	
6414630	Tele-Mobile/Pagers	0	400	400		400	
6414630	Electricity	75,000	75,000	80,000		80,000	
6414630	Gas	25,000	25,000	25,000		25,000	
6414630	Sewer Tax	400	0	400		400	
6414630	Conferences/Dues	1,000	1,000	2,000		2,000	
6414630	Training	1,000	1,950	1,000		1,000	
<b>Total Services and Supplies</b>		<b>594,295</b>	<b>595,872</b>	<b>607,257</b>	<b>2%</b>	<b>607,395</b>	<b>0%</b>
<b>Total Personnel &amp; Services &amp; Supplies</b>		<b>1,322,122</b>	<b>1,354,457</b>	<b>1,342,368</b>	<b>-1%</b>	<b>1,395,735</b>	<b>4%</b>
<b>TRANSFERS IN</b>							
6414630	Transfer in from General Fund	396,105	456,105	429,000		469,500	
6414630	Transfer in from Child Care Fund	35,000	35,000	35,000		35,000	
<b>TOTAL TRANSFERS IN</b>		<b>431,105</b>	<b>491,105</b>	<b>464,000</b>	<b>-6%</b>	<b>504,500</b>	<b>9%</b>
<b>TRANSFERS OUT</b>							
6414630	Transfer out to Honeywell DS	9,856	9,856	9,962	<b>1%</b>	10,070	<b>1%</b>
<b>TOTAL TRANSFERS OUT</b>		<b>1,331,978</b>	<b>1,364,313</b>	<b>1,352,330</b>	<b>-1%</b>	<b>1,405,805</b>	<b>4%</b>

Recreation Water Park Operations (641-4630)						
	2016-17 Budget	2016-17 Revised	2017-18 Proposed		2018-19 Proposed	% Change
<b>Source of Funds:</b>						
Interest Earnings	300	300	300	0%	300	0%
Current Service Charges	894,000	869,000	885,000	2%	897,000	1%
Other	3,500	3,910	3,500	-10%	3,500	0%
Transfers In General Fund/Child Care	431,105	491,105	464,000	-6%	504,500	9%
<b>Total Source of Funds</b>	<b>1,328,905</b>	<b>1,364,315</b>	<b>1,352,800</b>	<b>-1%</b>	<b>1,405,300</b>	<b>4%</b>
<b>Use of Funds:</b>						
Personnel	727,827	758,585	735,111	-3%	788,340	7%
Services & Supplies	594,295	595,872	607,257	2%	607,395	0%
Transfer Out Honeywell	9,856	9,856	9,962	1%	10,070	1%
<b>Total Use of Funds</b>	<b>1,331,978</b>	<b>1,364,313</b>	<b>1,352,330</b>	<b>-1%</b>	<b>1,405,805</b>	<b>4%</b>
Funded FTE's	3.00	3.00	3.00		3.00	



CITY OF ANTIOCH  
GENERAL FUND  
2017-19

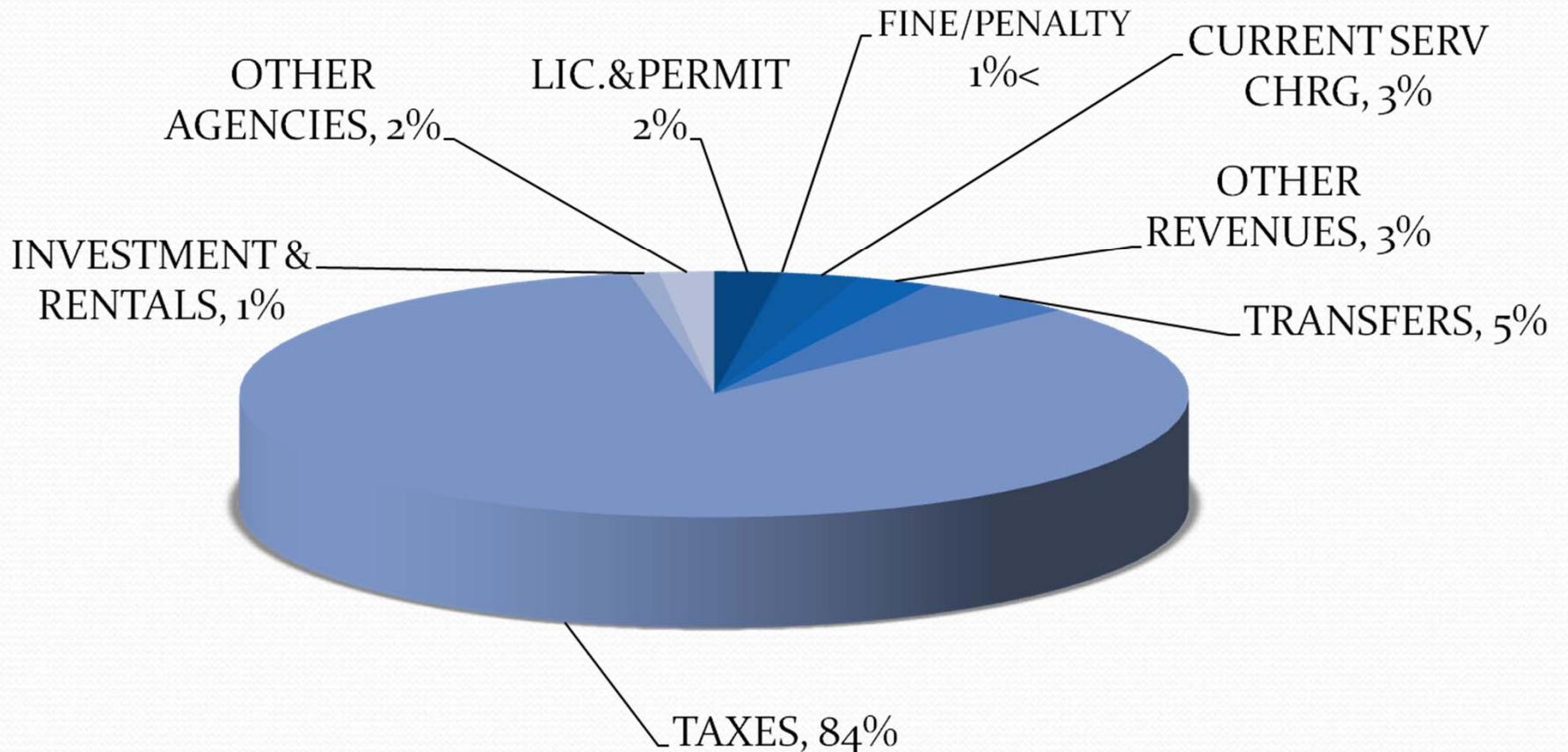
# General Fund Fund Balance Projections

	<b>Projected FY 16-17</b>	<b>Proposed FY 17-18</b>	<b>Proposed FY 18-19</b>
Beginning Balance	\$22,904,428	\$25,507,841	\$26,171,047
Excess/ (deficit)	2,603,413	663,206	(2,668,590)
<b>Ending Balance</b>	<b>\$25,507,841</b>	<b>\$26,171,047</b>	<b>\$23,502,457</b>



# GENERAL FUND REVENUE

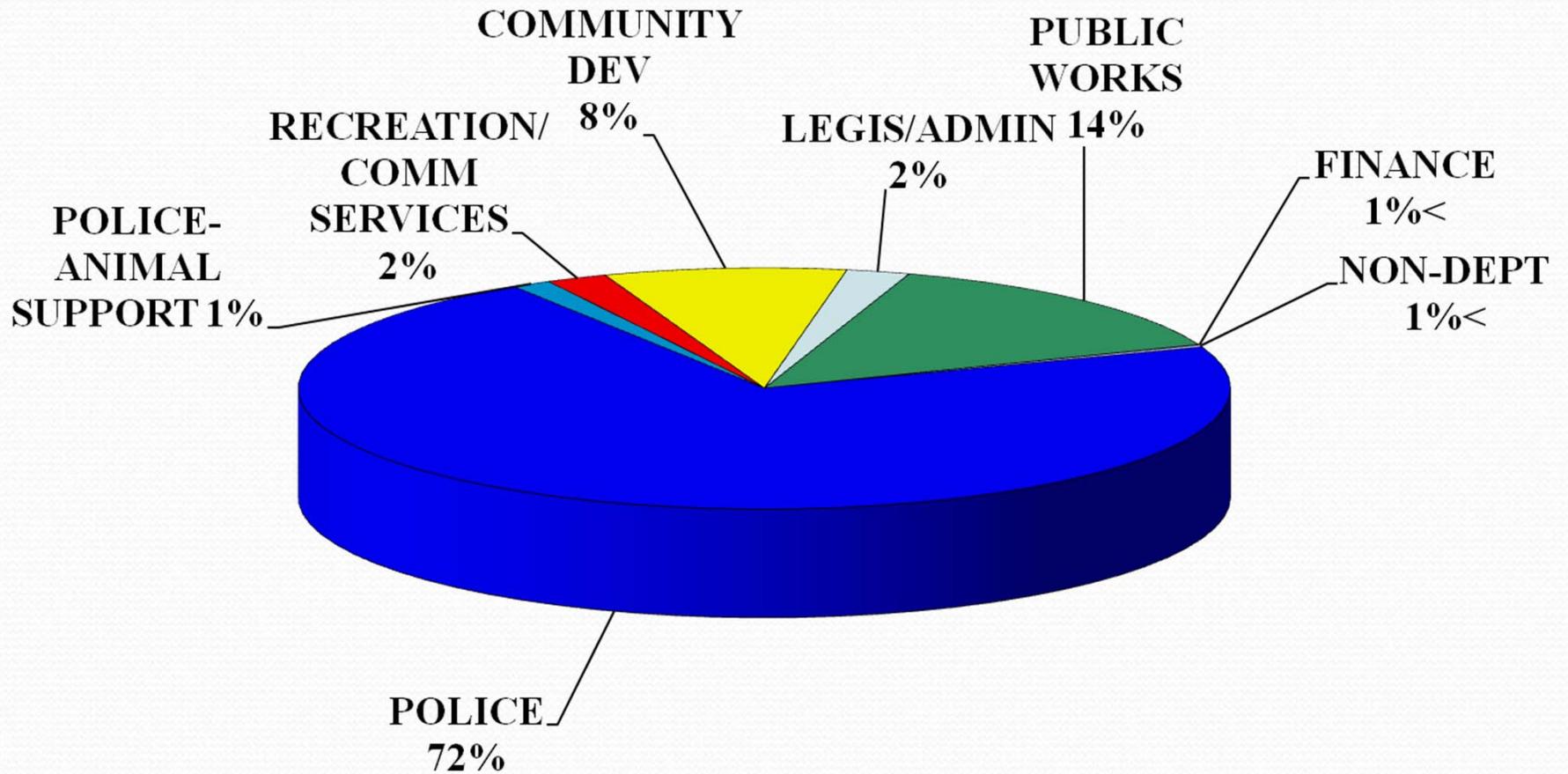
# GENERAL FUND REVENUES BY CATEGORY FY 2017-18



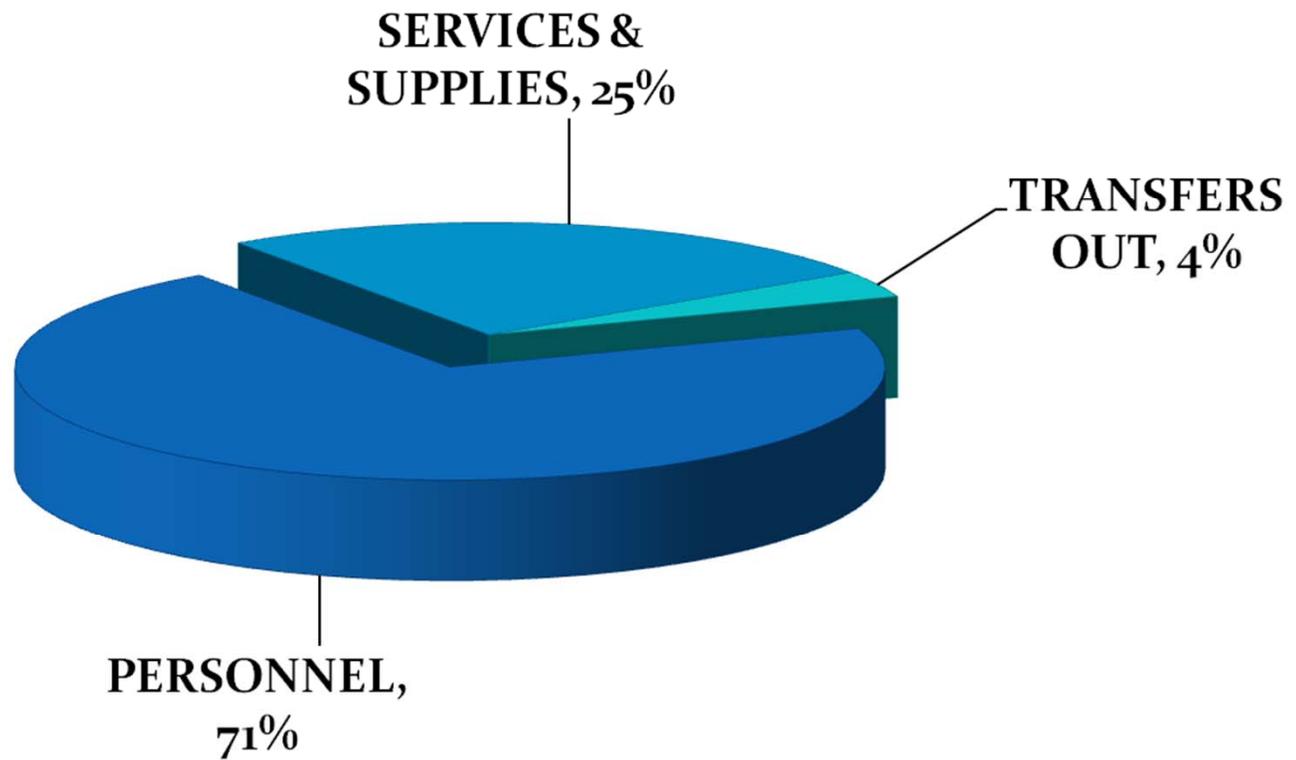


# GENERAL FUND EXPENDITURES

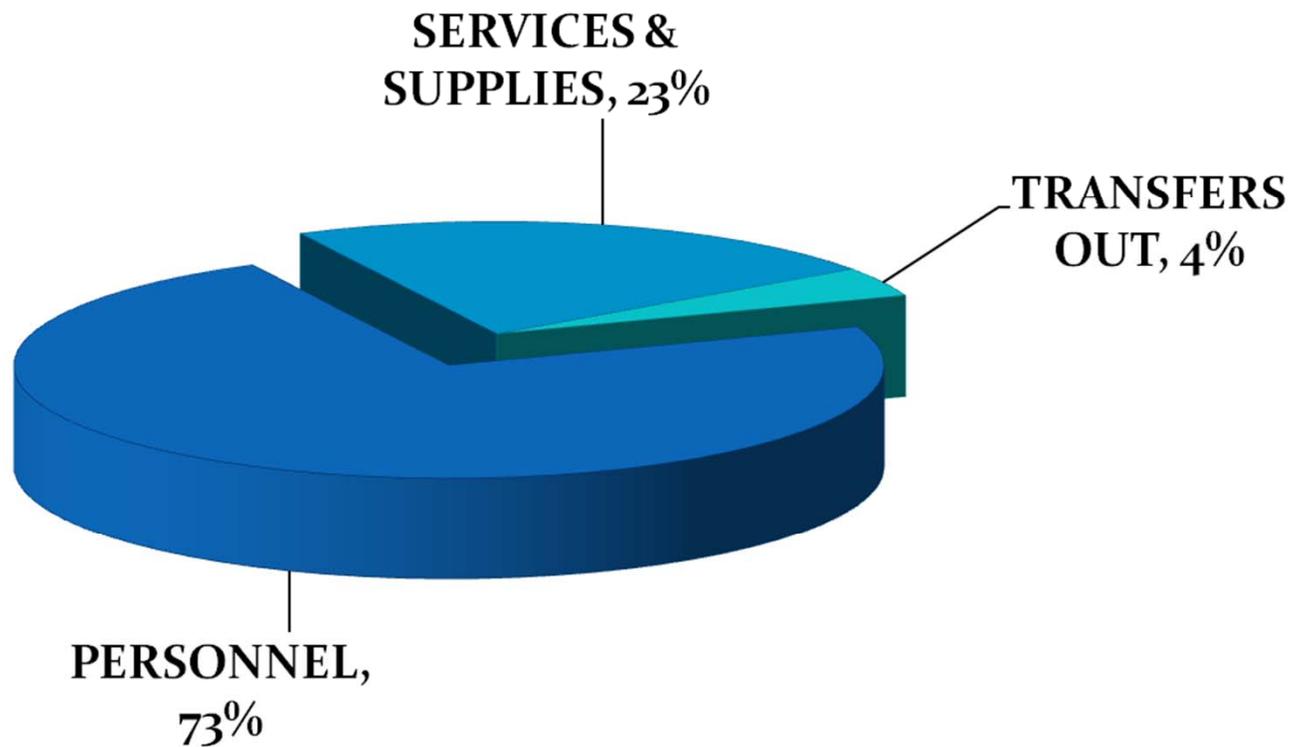
# GENERAL FUND EXPENDITURES BY DEPARTMENT FY 2017-18



# GENERAL FUND EXPENDITURES BY CATEGORY FY 2017-18 (Excluding Internal Services)



# GENERAL FUND EXPENDITURES BY CATEGORY FY 2018-19 (Excluding Internal Services)



# General Fund Summary

	<b>Projected FY 16-17</b>	<b>Proposed FY 17-18</b>	<b>Proposed FY 18-19</b>
Revenues	\$55,333,023	\$54,271,933	\$54,198,332
Expenditures	52,729,610	53,608,727	56,866,922
<b>Ending Balance</b>	<b>\$25,507,841</b>	<b>\$26,171,047</b>	<b>\$23,502,457</b>

# Legislative & Administrative Summary

	<b>Projected FY 16-17</b>	<b>Proposed FY 17-18</b>	<b>Proposed FY 18-19</b>
Revenues	\$279,328	\$258,026	\$275,882
Expenditures	\$840,049	\$1,176,587	\$781,721

# Finance Summary

	<b>Projected FY 16-17</b>	<b>Proposed FY 17-18</b>	<b>Proposed FY 18-19</b>
Revenues	\$64,540	\$45,340	\$35,340
Expenditures	\$43,750	\$27,397	\$31,816

# Non-Departmental Summary

	<b>Projected FY 16-17</b>	<b>Proposed FY 17-18</b>	<b>Proposed FY 18-19</b>
Revenues	\$40,291,739	\$40,075,439	\$40,764,602
Expenditures	\$475,254	\$152,638	\$361,212

# Public Works Summary (General Fund)

	<b>Projected FY 16-17</b>	<b>Proposed FY 17-18</b>	<b>Proposed FY 18-19</b>
Revenues	\$3,375,620	\$3,547,847	\$3,443,533
Expenditures	\$7,772,213	\$7,543,596	\$7,701,047

# Marina Fund Summary (Public Works)

	<b>Projected FY 16-17</b>	<b>Proposed FY 17-18</b>	<b>Proposed FY 18-19</b>
Revenues	\$559,739	\$1,018,670	\$739,298
Expenditures	\$866,715	\$1,273,455	\$847,339



# City of Antioch

## Marina Budget Highlights

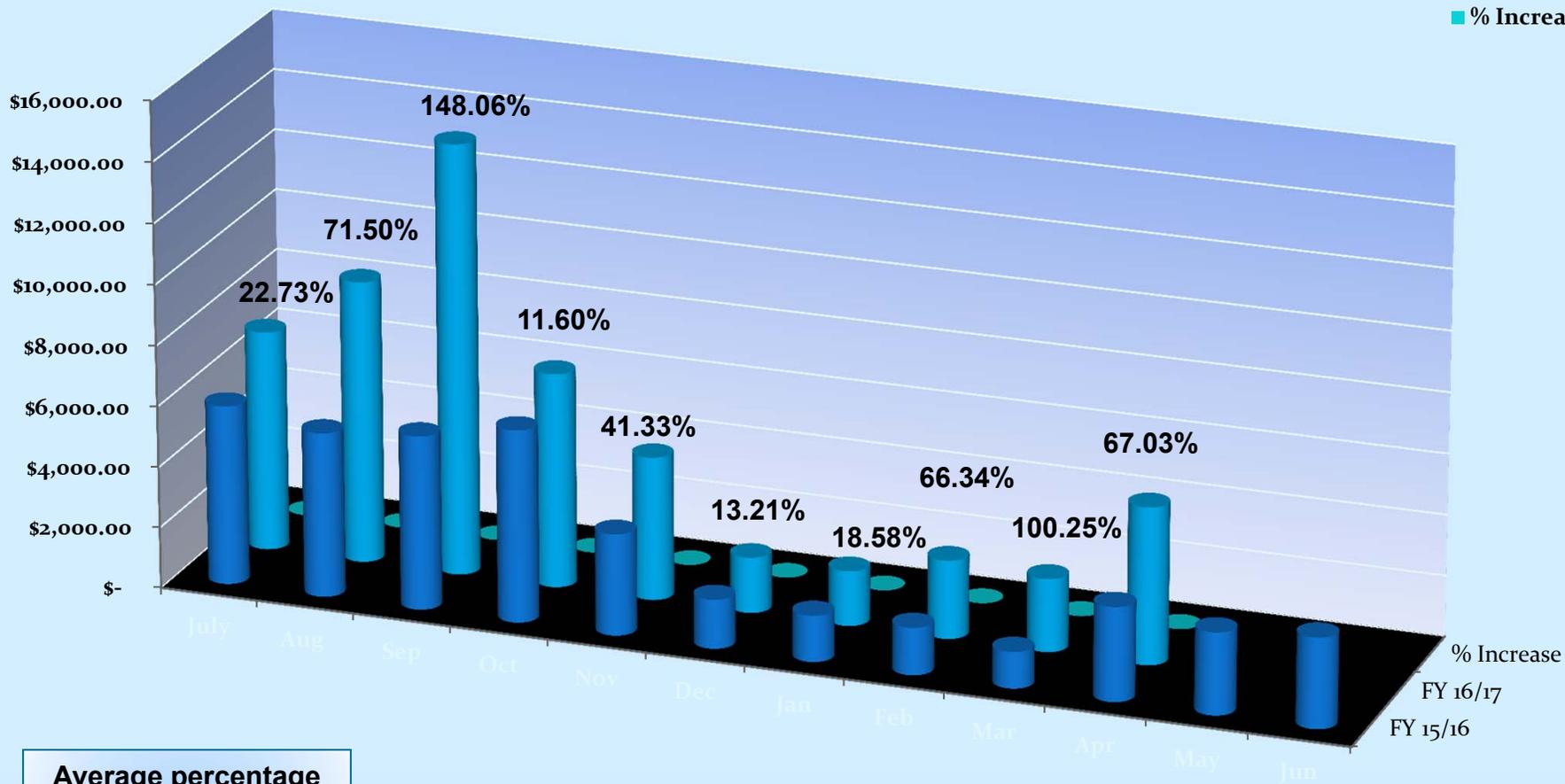
# Improving The Marina Experience!

- **Full Time Staff of 2 - 7 Days a Week**
  - Kayak Grant
  - Restroom Remodel
  - Best Deal on the Delta
  - Website / Payment Changes
  - Berth Rates / Market Outlook
  - Passive Fuel System Upgrade



# City of Antioch Marina Fuel Sales

- FY 15/16
- FY 16/17
- % Increase



**Average percentage  
Increase over 10  
months: 56.06%**

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
■ FY 15/16	\$5,895.00	\$5,413.26	\$5,719.15	\$6,323.33	\$3,334.13	\$1,612.00	\$1,518.00	\$1,548.00	\$1,196.00	\$3,088.00	\$2,695.31	\$2,959.00
■ FY 16/17	\$7,235.00	\$9,284.00	\$14,187.00	\$7,057.00	\$4,712.00	\$1,825.00	\$1,800.00	\$2,575.00	\$2,395.00	\$5,158.00		
■ % Increase	22.73%	71.50%	148.06%	11.60%	41.33%	13.21%	18.58%	66.34%	100.25%	67.03%		

# The Vision

- Attracting Businesses, i.e.: Restaurants
- Increasing Occupancy
- CIP Projects
  - \$400,000 Grant for New Restroom



# Community Development Summary

	<b>Projected FY 16-17</b>	<b>Proposed FY 17-18</b>	<b>Proposed FY 18-19</b>
Revenues	\$2,173,272	\$2,952,396	\$2,335,234
Expenditures	\$3,946,020	\$4,504,758	\$3,939,973

# Police Department Summary

	<b>Projected FY 16-17</b>	<b>Proposed FY 17-18</b>	<b>Proposed FY 18-19</b>
Revenues	\$9,148,524	\$7,392,885	\$7,343,741
Expenditures	\$38,436,966	39,069,934	\$42,810,185

# Animal Services Summary

	<b>Projected FY 16-17</b>	<b>Proposed FY 17-18</b>	<b>Proposed FY 18-19</b>
Revenues	\$830,136	\$1,063,591	\$1,207,335
Expenditures	\$1,044,075	1,063,591	\$1,207,335

# Recreation Services Fund Summary

	<b>Projected FY 16-17</b>	<b>Proposed FY 17-18</b>	<b>Proposed FY 18-19</b>
Revenues	\$1,986,896	\$1,985,517	\$2,067,668
Expenditures	\$1,944,396	1,941,517	\$2,023,668

# Prewett Park Fund Summary

	<b>Projected FY 16-17</b>	<b>Proposed FY 17-18</b>	<b>Proposed FY 18-19</b>
Revenues	\$1,364,315	\$1,352,800	\$1,405,300
Expenditures	\$1,364,313	1,352,330	\$1,405,805



**NATIONAL WATER SAFETY AND DROWNING PREVENTION MONTH**  
*May 2017*

*WHEREAS, the month of May is often associated with the beginning of the summer season which brings large numbers of people to backyard pools, beaches, waterfronts and public aquatic facilities; and*

*WHEREAS, Antioch residents also enjoy a landscape of rivers, lakes, and streams within our community fabric; and*

*WHEREAS, Antioch provides outstanding swimming education and water experiences for children and adults that provides endless summer fun, fitness, and active living; and*

*WHEREAS, Drowning is the second-leading cause of death to children ages 1-4 and it is the third leading cause of death among all children; and*

*WHEREAS, Antioch's water safety staff train and study on a daily basis in order to provide healthy places to recreate, learn and grow, and build self-esteem; and*

*WHEREAS, The City remains committed to educating the public about water safety and will hold an Open House at the Antioch Water Park on Saturday, May 13<sup>th</sup> to teach about drowning prevention, safe swimming and quality summer fun for the whole family.*

**NOW, THEREFORE, I, SEAN WRIGHT, Mayor of the City of Antioch, do hereby proclaim May 2017, as "NATIONAL WATER SAFETY AND DROWNING PREVENTION MONTH". I encourage all Antioch residents to attend the Water Park Open House on May 13<sup>th</sup> to learn more about water safety efforts and swimming lessons so that they can get outside this summer and enjoy the abundant water experiences our community has to offer.**

**May 9, 2017**

---

**SEAN WRIGHT, Mayor**

**2.01**  
**05-09-17**



**COMMUNITY RESILIENCE CHALLENGE EAST BAY**  
**May 2017**

*WHEREAS, the health of our environment, economy, and society is essential for our current and future generations; and*

*WHEREAS, Sustainable Contra Costa is a key partner, providing our residents, students, businesses, and communities with the resources they need to be sustainable; and*

*WHEREAS, the Community Resilience Challenge East Bay inspires citizens to rise to the Challenge and help reach the goal of 8,500 collective actions in May to: grow food; save water and energy, reduce waste and pollution, and build a stronger, healthier, and more resilient community; and*

*WHEREAS, actions taken through Community Resilience Challenge will have the added benefits of also reducing greenhouse gas emissions, saving money, and advancing community goals for health, safety, economic vitality, energy independence, and quality of life; and*

*WHEREAS, the City supports this collaborative effort bringing awareness to the need for local solutions to the pivotal issues facing our planet – from drought to food insecurity to climate change.*

**NOW, THEREFORE, I, SEAN WRIGHT, Mayor of the City of Antioch, do hereby proclaim May 2017 as “COMMUNITY RESILIENCE CHALLENGE MONTH”, bringing the community together in action for a healthy, clean, and sustainable City and encourage all community members to register projects and actions at [EastBayResilienceChallenge.org](http://EastBayResilienceChallenge.org)**

**May 9, 2017**

---

**SEAN WRIGHT, Mayor**

**SPECIAL MEETING/CLOSED SESSION  
ANTIOCH CITY COUNCIL**

**Special Meeting/Closed Session**  
2:00 P.M.

**April 20, 2017  
Antioch City Hall  
Third Floor Conference Room**

**ROLL CALL** *for Closed Sessions*

Mayor Wright called the meeting to order at 2:00 P.M., and roll was called.

Present: Council Members Wilson, Tiscareno, Ogorchock, and Mayor Wright (Council Member Thorpe arrived at 2:04 P.M.)

**PLEDGE OF ALLEGIANCE**

Council Member Tiscareno led the Council in the Pledge of Allegiance.

**PUBLIC COMMENTS** *for Closed Sessions* – None

The City Council then adjourned to closed session in the third floor conference room of City Hall.

**CLOSED SESSIONS:**

- 1) **PUBLIC EMPLOYMENT – Appointment of Interim City Attorney.** This closed session is authorized pursuant to Government Code section 54957.
- 2) **PUBLIC EMPLOYMENT – Recruitment of City Attorney.** This closed session is authorized pursuant to Government Code section 54957.
- 3) **CONFERENCE WITH LABOR NEGOTIATORS.** This closed session is authorized pursuant to Government Code section 54957.6. City designated representatives: Nickie Mastay, Michael Vigilia. Employee Organization: Unrepresented Employee – City Manager.

The City Council Meeting reconvened to open session at 2:43 P.M. with all Council Members present.

City Attorney Vigilia reported the City Council had been in Closed Session and gave the following report: **#1 PUBLIC EMPLOYMENT – APPOINTMENT OF INTERIM CITY ATTORNEY**, Direction was given to staff to negotiate a contract with Cota Cole LLP for Interim City Attorney services with a 5/0 unanimous vote; **#2 PUBLIC EMPLOYMENT – RECRUITMENT OF CITY ATTORNEY**, Direction was given to staff; and **#3 CONFERENCE WITH LABOR NEGOTIATORS**, Direction was given to staff.

**ADJOURNMENT**

With no further business, Mayor Wright adjourned the Special Meeting/Closed Session Council Meeting at 2:44 P.M.

Respectfully submitted:

***NICKIE MASTAY***

Administrative Services Director/Acting City Manager

**CITY COUNCIL MEETING  
INCLUDING THE ANTIOCH CITY COUNCIL  
ACTING AS SUCCESSOR AGENCY/HOUSING SUCCESSOR  
TO THE ANTIOCH DEVELOPMENT AGENCY**

**Special/Regular Meeting**  
**7:00 P.M.**

**April 25, 2017**  
**Council Chambers**

Mayor Wright called the special meeting to order at 5:03 P.M., and City Clerk Simonsen called the roll.

Present: Council Members Wilson, Thorpe, Tiscareno, Ogorchock and Mayor Wright

**SPECIAL MEETING/CLOSED SESSION ON APRIL 20, 2017**

1. **PUBLIC EMPLOYMENT** – Appointment of Interim City Attorney. This closed session is authorized pursuant to Government Code section 54957.
2. **PUBLIC EMPLOYMENT** – Recruitment of City Attorney. This closed session is authorized pursuant to Government Code section 54957.
3. **CONFERENCE WITH LABOR NEGOTIATORS.** This closed session is authorized pursuant to Government Code section 54957.6. City designated representatives: Nickie Mastay, Michael Vigilia. Employee Organization: Unrepresented Employee – City Manager.

City Attorney Vigilia reported the City Council had been in Closed Session on April 20, 2017 and gave the following report: **#1 PUBLIC EMPLOYMENT**, Direction given to staff to negotiate with an agreement for Interim City Attorney services with Cota Cole LLP by a vote of 5/0, **#2 PUBLIC EMPLOYMENT**, Direction given to staff; and, **#3 CONFERENCE WITH LABOR NEGOTIATORS**, Direction given to the Labor Negotiators.

**CLOSED SESSION ON APRIL 25, 2017**

1. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**, Government Code section 54956.9(d)(1), Baldwin, et. al. v. City of Antioch, et. al., United States District Court case no. C15-02762 KAW.
2. **CONFERENCE WITH LABOR NEGOTIATORS** – This Closed Session with the City's Labor Negotiators is authorized by California Government Code section 54957.6; City designated representatives: Nickie Mastay and Glenn Berkheimer; Employee organization: Antioch Public Works Employees' Association.
3. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS** pursuant to California Government Code section 54956.8; Property – Humphrey's Restaurant: Agency Negotiator – City Manager; Parties – Dorothy Everett and John Jernegan.

City Attorney Vigilia reported the City Council had been in Closed Session and gave the following report: **#1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**, Direction given to Legal Counsel, **#2 CONFERENCE WITH LABOR NEGOTIATORS**, Direction given to Labor Negotiators; and, **#3 CONFERENCE WITH REAL PROPERTY NEGOTIATORS**, Direction given to staff.

## **PLEDGE OF ALLEGIANCE**

Councilmember Ogorchock led the Council and audience in the Pledge of Allegiance.

### **1. CONTINUATION OF APRIL 11, 2017 BUDGET SESSION AND BUDGET DEVELOPMENT 2017-19**

City Manager Bernal introduced Study Session Item #1.

Finance Director Merchant presented the staff report dated April 25, 2017 recommending the City Council provide feedback and direction regarding the budget development information provided for fiscal years 2017-19.

Alison McKee, Contra Costa County Library, presented Council with copies and reviewed the 2016 Annual Report and Facilities Costs and Hours for Contra Costa County Libraries.

In response to Councilmember Tiscareno, Ms. McKee stated she would provide Council with usage statistics for the Antioch library.

Mayor Wright stated he would be in favor of funding additional hours if it benefited afterschool activities for youth from 3:00 P.M. – 6:00 P.M.

Liz Fuller, Antioch Library, reviewed programs and services offered at the library.

Ms. McKee discussed costs associated with maintaining the Antioch facility.

Council supported increasing after school hours at the Antioch Library.

Mayor Wright discussed the difficulty in prioritizing funding without more detailed information on the line item budget.

Finance Director Merchant stated if Council wanted to budget library hours, she would suggest doing so for FY17-18 and revisiting it to determine if they wanted to continue funding. She noted if Council postponed the decision for a presentation from the library on the hours as requested, the City would know the salary savings for non-police in August of which 50 percent could be utilized for one-time projects such as additional library hours.

City Manager Bernal explained that staff had taken the baseline budget and cut 5 percent out of supplies and materials for each department and then presented a few additional items to this year's budget. He noted if Council so directed, they could start with the baseline budget to begin with a larger fund balance.

Mayor Wright stated he felt the process needed to be changed so that Council would have the ability to fund their priorities.

In response to Councilmember Ogorchock, Finance Director Merchant explained the CSO position remained vacant so they proposed eliminating that position to fund a Sergeant.

In response to Councilmember Ogorchock, Interim Chief Brooks stated that the CSO and Sergeant were both needed; however, if given a choice of funding only one position, he would request the Sergeant. He explained that they had been given direction to eliminate proactive details as they were performed on an overtime basis and since staffing was reaching 102, there was no longer funding available through salary savings.

In response to Council, Interim Chief Brooks stated he would provide Council with a detailed list of the costs associated with proactive enforcement details.

Following discussion, Council requested each department provide a line item budget for a Special Closed Session / Study Session meeting beginning at 2:00 P.M. on May 9, 2017.

Joy Motts, Celebrate Antioch Foundation, provided Council and reviewed the 2014 - 2016 4<sup>th</sup> of July / Holiday Delites Events Report.

Mayor Wright stated Council would consider funding for the Celebrate Antioch Foundation during future budget discussions.

## **2. PRESENTATION OF THE 5-YEAR DRAFT CAPITAL IMPROVEMENT PROGRAM 2017-2022**

City Manager Bernal introduced Study Session Item #2.

Assistant City Engineer Filson, Deputy Public Works Director Bechtholdt, and Project Manager Buenting gave an overhead presentation and presented the staff report dated April 25, 2017 recommending the City Council provide direction and feedback to staff regarding the proposed 5-Year Draft Capital Improvement Program presented at this meeting.

Following discussion, Council majority supported the following park facilities upgrades:

- Contra Loma Estates Basketball Court – Convert existing tennis courts
- Playground Replacement – Marchetti Park

Councilmember Ogorchock stated she did not support the tennis court conversion project as she felt if left unsupervised, it would increase altercations. She spoke in support of upgrading Chichibu, Jacobsen, and Marchetti Parks for the children in those neighborhoods.

Councilmember Thorpe voiced his support for the playground replacement at Jacobson Park. He suggested renaming "L" Street with improvements occurring in the area.

Councilmember Wilson requested Loma Lane be considered for future funding opportunities.

Councilmember Tiscareno stated he supported the "L" Street corridor improvements and the Brackish Water Desalinization project.

Councilmember Ogorchock spoke in support of the "L" Street corridor improvements and stated she looked forward to receiving more information on the Brackish Water Desalinization project.

Mayor Wright thanked staff for the presentation and declared a recess at 6:56 P.M. Council reconvened at 7:12 P.M., and City Clerk Simonsen called the roll.

Present: Council Members Wilson, Thorpe, Tiscareno, Ogorchock and Mayor Wright

### **PLEDGE OF ALLEGIANCE**

Councilmember Wilson led the Council and audience in the Pledge of Allegiance.

### **3. PROCLAMATIONS**

#### *Municipal Clerks Week, May 7 – 13, 2017*

On motion by Councilmember Ogorchock, seconded by Councilmember Thorpe the Council unanimously approved the Proclamation.

#### *Be Kind to Animals Month, May 2017*

On motion by Councilmember Wilson, seconded by Councilmember Thorpe, the Council unanimously approved the Proclamations.

Mayor Wright and Councilmember Tiscareno presented the *Municipal Clerks Week* proclamation to City Clerk Simonsen and Deputy City Clerk Garcia, who thanked the City for the recognition and discussed services performed. Deputy City Clerk Garcia dedicated her proclamation in memory of her mother.

Mayor Wright presented the *Be Kind to Animals Month* proclamation to Barbara Sobalvarro representing Friends of Animal Services and volunteers, who accepted and thanked Council for the recognition on behalf of the animals at the Antioch Animal Shelter. Ms. Sobalvarro announced

a *Be Kind to Animals* celebration would be held from 1:00 P.M. – 4:00 P.M. on May 13, 2017 and an adoption promotion would be held throughout the month of May at the Animal Shelter.

### **ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS**

Director of Parks and Recreation Kaiser announced the ribbon-cutting and dedication of Cattail Harbor would be held from 12:30 P.M. – 4:30 P.M. on May 13, 2017 at Prewett Water Park. She stated registration was opened for Coyote Hills Summer Day Camp and youth scholarships for qualified families were available for recreation programs.

Debbie Blaisure and Erlene Lanter, owners of Rivertown Treasure Chest, announced their grand opening would be held on May 2, 2017 and the Rivertown Wine Walk would be held from 11:00 A.M. – 5:00 P.M. on May 13, 2017.

Councilmember Ogorchock announced Tip-A-Cop would begin at 5:00 P.M. on April 26, 2017 at Chili's on Lone Tree. She noted proceeds from the fundraiser benefited Special Olympics.

### **PUBLIC COMMENTS**

John Goodson, Antioch resident, spoke in support of the SeeClickFix program. He stated that he sympathized with the homeless; however, he felt organizations that provided services downtown negatively impacted economic development. He encouraged outreach services to pick up the homeless and take them back to their facilities to better serve them and the community.

Battalion Chief Bob Atlas, Contra Costa County Fire Protection District, gave a brief update on calls for service, promotions and equipment purchases for the District.

Mayor Wright thanked the Contra Costa Fire District personnel for their service.

Jim Lanter, Antioch Business Owner, thanked City Manager Bernal and staff for attending the meeting of Rivertown Merchants. He announced that they had formed a partnership with the City to make improvements downtown and he looked forward to continuing with that relationship. He thanked Director of Parks and Recreation Kaiser for her efforts to assist them with providing portable restroom facilities for those attending the Wine Walk event.

### **COUNCIL SUBCOMMITTEE REPORTS**

Councilmember Wilson reported she would be attending the Tri Delta Transit meeting on April 26, 2017.

Councilmember Thorpe reported the East County Water Management Association and Joint Managers meeting would be held on May 25, 2017.

Councilmember Tiscareno reported that he and Councilmember Ogorchock had conducted interviews for the Community Development Block Grant (CDBG) applicants.

Mayor Wright reported on his attendance at the Delta Diablo meeting.

### **MAYOR'S COMMENTS**

Mayor Wright clarified that the City was not filing for bankruptcy and other than the unfunded liability, Antioch had no debt. He noted that because of decisions made by former Council, the City had a reserve of \$25M at the end of this fiscal year.

### **PRESENTATION**

City Manager Bernal introduced the Presentation.

GIS Coordinator Peters and Deputy Public Works Director Bechtholdt presented the "SeeClickFix" Program presentation.

Councilmember Thorpe suggested staff improve communication with residents reporting Code Enforcement related items.

Councilmember Wilson suggested staff reach out via email to residents with Code Enforcement issues.

The City Council thanked GIS Coordinator Peters and Deputy Public Works Director Bechtholdt for the presentation.

- 4. COUNCIL CONSENT CALENDAR *for City /City as Successor Agency/Housing Successor to the Antioch Development Agency***
- A. APPROVAL OF COUNCIL MINUTES FOR APRIL 11, 2017**
- B. APPROVAL OF SPECIAL MEETING/CLOSED SESSION MINUTES FOR APRIL 20, 2017**
- C. APPROVAL OF COUNCIL WARRANTS**
- D. APPROVAL OF TREASURER'S REPORT FOR MARCH 2017**
- E. RESOLUTION NO. 2017/48 VARIOUS ASPHALT REPAIRS – SERVICE CUTS BID AWARD**
- F. RESOLUTION NO. 2017/49 AND RESOLUTION NO. 2017/50 L STREET PATHWAY TO TRANSIT – PEDESTRIAN AND BIKE IMPROVEMENT PROJECT (P.W. 234-15)**

- G. **RESOLUTION NO. 2017/51 FINAL ACCEPTANCE OF THE RETAINING WALLS REPLACEMENT PROJECT (P.W. 368-5R)**
- H. **RESOLUTION NO. 2017/52 HABITAT CONSERVATION PLAN – ACCEPTANCE OF GRANT**
- I. **RESOLUTION NO. 2017/53 RESOLUTION APPROVING A NEW CLASS SPECIFICATION OF DOCTOR OF VETERINARY MEDICINE, ASSIGNING A SALARY RANGE AND HAVING THIS SALARY RANGE PLACED ON THE HOURLY CLASSIFICATIONS SALARY SCHEDULE**

**City of Antioch Acting as Successor Agency/Housing Successor to the Antioch Development Agency**

- J. **SA RESOLUTION NO. 2017/26 CONSULTANT SERVICE AGREEMENT WITH MUNICIPAL RESOURCE GROUP LLC FOR CONSULTING SERVICES RELATED TO THE SUCCESSOR AGENCY TO THE ANTIOCH DEVELOPMENT AGENCY DISSOLUTION PROCESS**
- K. **APPROVAL OF SUCCESSOR AGENCY WARRANTS**
- L. **APPROVAL OF HOUSING SUCCESSOR WARRANTS**

On motion by Councilmember Ogorchock, seconded by Councilmember Thorpe, the City Council unanimously approved the Council Consent Calendar.

**PUBLIC HEARING**

- 5. **APPEAL OF PLANNING COMMISSION DENIAL OF ‘A’ STREET MINI-MART (UP-16-10, AR-16-06, V-16-04)**

City Manager Bernal introduced Public Hearing Item #5.

Director of Community Development Ebbs and Associate Planner Scudero presented the staff report dated April 25, 2017 recommending the City Council uphold the Planning Commission’s decision and adopt the resolution denying the project.

Mayor Wright reported the applicant’s attorney was his former attorney and he had discussed this issue with City Attorney Vigilia. He stated there were no financial issues and he could be objective when considering this agenda item.

City Clerk Simonsen announced that his office had received five letters from public regarding this agenda item and provided copies to Council, staff and the public.

Mayor Wright opened the public hearing.

## **PROPONANT**

Dave Larson, representing Mr. Singh, stated the appellant requested the opportunity to prove that he could build a successful project and noted he was willing to abide by stringent conditions and accept, if there were problems, that revocation of the Use Permit would follow. He reported they had attempted to reach out to the opposition. He provided Council with a letter and petition indicating Mr. Singh's was successful at his Oakland location. He noted that they were willing to address concerns related to loitering and parking through the conditions of approval. He explained that alcohol sales were not mentioned in the resolution; therefore, it lacked findings. Additionally, he noted findings regarding parking were speculative and Council could make findings for a parking variance.

In response to Councilmember Ogorchock, Mr. Larson explained that the seller had indicated Mr. Singh would not need a use permit for the mini-mart and he had not asked the Planning Department what the requirements were for the property. He stated they would agree to postpone this item to allow them another opportunity to address the residents' concerns. He offered to restrict alcohol sales to beer and wine.

Councilmember Ogorchock expressed concern for the lack of parking in the area and alcohol sales in an area that was over saturated.

In response to Councilmember Tiscareno, Mr. Larson stated they would welcome the opportunity to present more details of the application. He stated they could address the impacts and conduct outreach if the item was postponed.

Councilmember Wilson expressed concern that the applicant had not done his due diligence by discussing his plans for the property with the City and considering the over saturation of liquor stores in the area.

Councilmember Ogorchock stated the City needed smart growth. She reported the Planning Commission and Antioch Police Department were both opposed to the project.

Mr. Larson clarified that the project was not a liquor store. He reiterated that there was a petition submitted indicating that the applicant's current neighborhood store was successful and the use permit could easily be revoked by the City for non-compliance.

Councilmember Thorpe stated he felt there was an over saturation of convenience stores and development at the exits and entrances to the City.

## OPPONANTS

David Kundert, Antioch resident, gave a history of the property and noted his concern was for the negative impacts of the project in the neighborhood.

Marsha Razo, Antioch resident, expressed similar concerns regarding the property and noted the site was not large enough for a mini-mart or drive-through establishment. She further noted she would support a business with reasonable hours that would not attract the homeless or impact traffic in the area. She urged the Council to deny the appeal.

## REBUTTAL

Mr. Larson clarified that the project was an acceptable use under the General Plan and the City could impose conditions that would mitigate the adverse impacts. He noted over saturation was a State issue and secondary effects were a local issue.

Mayor Wright closed the public hearing.

Councilmember Tiscareno stated with circumstances in the area, he did not feel a mini mart would be a productive use of the site.

In response to Mayor Wright, Director of Community Development Ebbs stated that the site could potentially be utilized to expand the neighboring gas station or developed as an office with hours complimentary to a neighborhood use.

### **RESOLUTION NO. 2017/54**

On motion by Councilmember Thorpe, seconded by Councilmember Wilson, Council unanimously adopted the resolution upholding the decision of the Planning Commission to deny a use permit and variance for a convenience store at 2302 "A" Street.

## COUNCIL REGULAR AGENDA

### **6. ANNUAL REPORT AND UPDATE ON THE ANTIOCH COMMUNITY FOUNDATION**

City Manager Bernal introduced Regular Agenda Item #6.

Director of Parks and Recreation Kaiser presented the staff report dated April 25, 2017 recommending the City Council receive the 2016 Annual Report from the Antioch Community Foundation.

On motion by Councilmember Ogorchock, seconded by Councilmember Tiscareno, Council unanimously received the 2016 Annual Report from the Antioch Community Foundation.

## 7. BROWN ACT TRAINING

City Manager Bernal introduced Regular Agenda Item #7.

City Attorney Vigilia presented the staff report dated April 25, 2017 recommending the City Council adopt a resolution establishing a Brown Act Training Policy for Elected Officials, Members of Appointed Boards and Commissions, and Administrative Staff of the City of Antioch.

### **RESOLUTION NO. 2017/55**

On motion by Councilmember Wilson, seconded by Councilmember Thorpe, Council unanimously adopted a resolution establishing a Brown Act Training Policy for Elected Officials, Members of Appointed Boards and Commissions, and Administrative Staff of the City of Antioch.

**PUBLIC COMMENTS** - None

### **STAFF COMMUNICATIONS**

City Manager Bernal announced the Closed Session would begin at 2:00 P.M. followed by a Budget Study Session at 3:00 P.M. on May 9, 2017. He reported the City would be filing a claim with the Department of Water Resources regarding the 1968 Agreement. He announced the Antioch Police Department Volunteer Appreciation Brunch would be held on April 29, 2017.

### **COUNCIL COMMUNICATIONS**

Councilmember Ogorchock suggested staff research the possibility of housing the library on City owned property.

In response to Councilmember Tiscareno, City Clerk Simonsen stated he would extend another invitation to Battalion Chief Atlas with regards to agendizing quarterly reports from Contra Costa County Fire Protection District.

### **ADJOURNMENT**

With no further business, Mayor Wright adjourned the meeting at 9:14 P.M. to the next Special/Regular Council Meeting on May 9, 2017.

Respectfully submitted:

Kitty Eiden  
KITTY EIDEN, Minutes Clerk

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 APRIL 14 - APRIL 26, 2017  
 FUND/CHECK#

**100 General Fund**

**Non Departmental**

368139 BAY AREA UNDERPINNING	CBSC FEE REFUND	5.58
368173 IN DEMAND PLUMBING	CBSC FEE REFUND	1.50
368196 RANEY PLANNING & MANAGEMENT IN	CONSULTING SERVICES	4,173.64
368282 GBN PARTNERS LLC	DEPOSIT REFUND	85,361.28
368309 MICHAEL BAKER INTERNATIONAL IN	CONSULTING SERVICES	7,343.60
368328 PERMIT SERVICES ON BEHALF OF H	CBSC FEE REFUND	3.02
368355 SUNRUN	CBSC FEE REFUND	9.48

**City Council**

368131 BANK OF AMERICA	LODGING-WILSON	102.61
------------------------	----------------	--------

**City Attorney**

368190 OFFICE MAX INC	OFFICE SUPPLIES	129.04
-----------------------	-----------------	--------

**City Manager**

368131 BANK OF AMERICA	FLOWERS	93.30
368190 OFFICE MAX INC	OFFICE SUPPLIES	86.27
368216 VERIZON WIRELESS	DATA USAGE	114.03

**City Clerk**

368132 BANK OF AMERICA	CONFERENCE	779.00
368269 EIDEN, KITTY J	MINUTES CLERK	1,962.00
368281 GARCIA, CHRISTINA L	EXPENSE REIMBURSEMENT	431.34
368346 SIMONSEN, ARNE	EXPENSE REIMBURSEMENT	1,198.04

**Human Resources**

368132 BANK OF AMERICA	DEGREE VERIFICATION	14.95
368172 IEDA INC	PROFESSIONAL SERVICES	3,878.77
368174 JACKSON LEWIS LLP	PROFESSIONAL SERVICES	4,157.35
368190 OFFICE MAX INC	OFFICE SUPPLIES	637.61

**Economic Development**

368141 BEST BEST AND KRIEGER LLP	LEGAL SERVICES	884.00
368184 MUNICIPAL RESOURCE GROUP LLC	PROFESSIONAL SERVICES	2,413.68

**Finance Accounting**

368190 OFFICE MAX INC	OFFICE SUPPLIES	68.50
-----------------------	-----------------	-------

**Finance Operations**

368190 OFFICE MAX INC	OFFICE SUPPLIES	45.77
368364 UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	56.70
368365 UNITED STATES POSTAL SERVICE	4/30/2017-10/31/2017	650.00

**Non Departmental**

368158 CROSS POINTE	BUS LIC TAX FEE REFUND	3,231.44
368183 MUNICIPAL POOLING AUTHORITY	UNMET LIABILITY DEDUCTION	21,455.84
368185 MUNISERVICES LLC	BL DISCOVERY SERVICES	1,425.60

Prepared by: Lauren Posada

Finance Accounting

5/4/2017

3C

5/9/2017

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 APRIL 14 - APRIL 26, 2017  
 FUND/CHECK#

368265 DELTA DIABLO	GOLF COURSE WATER	2,266.00
368316 MUNISERVICES LLC	BL DISCOVERY SERVICES	3,415.05
<b>Public Works Maintenance Administration</b>		
368214 VERIZON WIRELESS	DATA USAGE	114.03
<b>Public Works Street Maintenance</b>		
368214 VERIZON WIRELESS	DATA USAGE	114.03
368227 ACE HARDWARE, ANTIOCH	SUPPLIES	90.99
368247 CENTER FOR HEARING HEALTH INC	ANNUAL HEARING TEST	82.75
368301 LOWES COMPANIES INC	SUPPLIES	128.13
368332 RED WING SHOE STORE	SAFETY SHOES - LLOYD	184.01
928948 GRAINGER INC	SUPPLIES	364.74
<b>Public Works-Signal/Street Lights</b>		
368152 CONTRA COSTA COUNTY	TRAFFIC SIGNAL MAINTENANCE	15,386.48
368192 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,390.49
928950 ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	484.24
<b>Public Works-Striping/Signing</b>		
368135 BANK OF AMERICA	SEMINAR	70.00
368167 FASTENAL CO	SUPPLIES	13.63
368200 SHERWIN WILLIAMS CO	PAINT SUPPLIES	532.69
368214 VERIZON WIRELESS	DATA USAGE	114.03
368247 CENTER FOR HEARING HEALTH INC	ANNUAL HEARING TEST	110.00
368301 LOWES COMPANIES INC	SUPPLIES	130.29
368337 ROYAL BRASS INC	EQUIPMENT	19.93
368364 UNITED PARCEL SERVICE	SHIPPING	51.99
<b>Public Works-Facilities Maintenance</b>		
368214 VERIZON WIRELESS	DATA USAGE	114.03
368247 CENTER FOR HEARING HEALTH INC	ANNUAL HEARING TEST	55.00
368266 DELTA LOCK KEY AND SAFE	LOCK SERVICE	30.00
368301 LOWES COMPANIES INC	SUPPLIES	386.82
368331 REAL PROTECTION INC	MONITORING SERVICE	360.23
368368 WESCO RECEIVABLES CORP	SUPPLIES	82.22
928948 GRAINGER INC	SUPPLIES	188.29
<b>Public Works-Parks Maint</b>		
368192 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	283.84
368208 STEWARTS TREE SERVICE INC	TREE SERVICES	1,800.00
368234 AMERICAN PLUMBING INC	PLUMBING SERVICES	1,553.05
368238 ANTIOCH BUILDING MATERIALS	BASE ROCK	2,942.41
368247 CENTER FOR HEARING HEALTH INC	ANNUAL HEARING TEST	82.50
368279 GALL, MATTHEW DAVID	EXPENSE REIMBURSEMENT	195.06
368301 LOWES COMPANIES INC	SUPPLIES	225.02

Prepared by: Lauren Posada  
 Finance Accounting

5/4/2017

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 APRIL 14 - APRIL 26, 2017  
 FUND/CHECK#

368310	MIRACLE PLAY SYSTEMS INC	EQUIPMENT REPAIRS	1,691.85
368324	PACHECO BROTHERS GARDENING INC	LANDSCAPE SERVICES	3,375.00
928944	CONSOLIDATED ELECTRICAL DIST I	SUPPLIES	163.13
<b>Public Works-Median/General Land</b>			
368192	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	27.82
368208	STEWARTS TREE SERVICE INC	TREE SERVICES	10,375.00
368209	TARGET SPECIALTY PRODUCTS	CHEMICALS	1,232.14
368227	ACE HARDWARE, ANTIOCH	SUPPLIES	23.86
368247	CENTER FOR HEARING HEALTH INC	ANNUAL HEARING TEST	82.50
928956	JOHN DEERE LANDSCAPES PACHECO	SUPPLIES	833.59
<b>Public Works-Work Alternative</b>			
368247	CENTER FOR HEARING HEALTH INC	ANNUAL HEARING TEST	27.50
<b>Police Administration</b>			
368130	BANK OF AMERICA	BUSINESS EXPENSE	297.47
368133	BANK OF AMERICA	BUSINESS EXPENSE	1,741.82
368146	CCCPA	MEETING EXPENSE	50.00
368149	CONCORD UNIFORMS LLC	UNIFORM	376.12
368151	CONTRA COSTA COUNTY	RANGE FEES	390.00
368154	COSTCO	MEETING EXPENSE	45.02
368155	COUNTRY INN AND SUITES BY CARL	LODGING- T MENDES	704.35
368162	DOUBLETREE HOTEL	LODGING- T MENDES - 6/11-6/15	563.45
368163	DOUBLETREE HOTEL	LODGING- T MENDES - 5/21-5/25	563.45
368168	GALLS INC	SUPPLIES	719.19
368170	GIOVANNUCCI, ALYSON SHEA	EXPENSE REIMBURSEMENT	160.96
368181	NISSEN, TARRA L	TRAINING PER DIEM	832.00
368186	NATIONAL TRAINING CONCEPTS INC	TUITION-SUMMERS	277.00
368187	NATIONAL TRAINING CONCEPTS INC	TUITION-COLLEY	277.00
368190	OFFICE MAX INC	OFFICE SUPPLIES	2,209.19
368201	SHRED IT INC	SHRED SERVICES	562.65
368229	ALAMEDA COUNTY SHERIFFS OFFICE	TUITION	188.00
368232	ALLENDORPH, MATTHEW JEFFREY	MEAL ALLOWANCE	57.50
368235	AMERICAN TROPHIES	RETIREMENT AWARD	553.39
368243	BEACH RETREAT AND LODGE AT TAH	LODGING-MEADS	311.40
368264	CRIME SCENE CLEANERS INC	CRIME SCENE CLEANUP	250.00
368280	GALLS INC	NEW OFFICER EQUIPMENT	508.30
368285	HILTON	LODGING-ROSE	425.25
368286	HILTON	LODGING-PERKINSON	425.25
368287	HUNT AND SONS INC	FUEL	58.55
368288	IBS OF TRI VALLEY	BATTERIES	71.88
368294	JOHNSON, VIRGINIA L	EXPENSE REIMBURSEMENT	28.10

Prepared by: Lauren Posada  
 Finance Accounting

5/4/2017

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 APRIL 14 - APRIL 26, 2017  
 FUND/CHECK#

368303 MARRIOTT HOTEL	TRAINING COURSE	281.80
368304 MARTIN, RICHARD B	TRAINING PER DIEM	128.00
368306 MEADS, ROBERT P	TRAINING PER DIEM	192.00
368307 NISSEN, TARRA L	EXPENSE REIMBURSEMENT	134.21
368308 NISSEN, TARRA L	EXPENSE REIMBURSEMENT	111.86
368311 MORTIMER, MICHAEL P	MEAL ALLOWANCE	115.00
368318 OFFICE MAX INC	OFFICE SUPPLIES	1,226.44
368319 OFFICE MAX INC	OFFICE SUPPLIES	1,421.22
368327 PERKINSON, JAMES A	TRAINING PER DIEM	222.00
368336 ROSE, BRIAN C	TRAINING PER DIEM	222.00
368348 SOUTH BAY REGIONAL PUBLIC SAFE	TUITION ROSE	240.00
368349 SOUTH BAY REGIONAL PUBLIC SAFE	TUITION PERKINSON	240.00
368358 THIRD DEGREE COMMUNICATIONS	TUITION MEADS	425.00
368364 UNITED PARCEL SERVICE	SHIPPING	14.60
368370 CONTRA COSTA COUNTY	TUITION ALLENDORPH	231.00
368371 CONTRA COSTA COUNTY	TUITION GIOVANNUCCI	781.00
928935 IMAGE SALES INC	ID CARDS	20.56
928951 IMAGE SALES INC	ID CARDS	20.56
928952 MOBILE MINI LLC	PORTABLE STORAGE CONTAINERS	360.77
<b>Police Community Policing</b>		
368188 OCCUPATIONAL HEALTH CENTERS OF	MEDICAL SERVICES	560.50
368269 EIDEN, KITTY J	MINUTES CLERK	168.00
368347 SOLARI JR, ROBERT L	EXPENSE REIMBURSEMENT	50.00
<b>Police Investigations</b>		
368133 BANK OF AMERICA	WATER SERVICES	314.15
368206 SPRINT	PHONE TRACKING	60.00
368230 ALAMEDA HEALTH SYSTEM	MEDICAL SERVICES	4,905.00
<b>Police Special Operations Unit</b>		
368228 ADAMSON POLICE PRODUCTS	SUPPLIES	97.81
<b>Police Communications</b>		
368215 VERIZON WIRELESS	MODEMS	1,015.17
368239 AT AND T MCI	PHONE	51.30
368252 COMCAST	CABLE SERVICE	228.61
368340 SEN COMMUNICATIONS INC	HEADSETS	959.67
<b>Office Of Emergency Management</b>		
368150 CONTRA COSTA CAER GROUP INC	MEMBER DUES	550.00
<b>Police Community Volunteers</b>		
368199 RUPANI, FRANK M	EXPENSE REIMBURSEMENT	56.75
<b>Police Facilities Maintenance</b>		
368128 ANTIOCH GLASS	LABOR	244.63

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 APRIL 14 - APRIL 26, 2017  
 FUND/CHECK#

368129	AUTOMATIC DOOR SYSTEMS INC	DOOR REPAIR	246.75
368166	ESTES COMMERCIAL REFRIGERATION	EQUIPMENT REPAIR	6,716.05
368179	MARK ANASTAS FLOOR SERVICE	FLOORING	1,567.05
368182	MIRAMONTES, MARTIN	STUCCO REPAIR	180.00
368211	TYLER SHAW DOORS	DOOR REPAIR	255.00
368301	LOWES COMPANIES INC	SUPPLIES	401.74
368331	REAL PROTECTION INC	MONITORING SERVICE	311.38
368368	WESCO RECEIVABLES CORP	SUPPLIES	274.96
928932	CLUB CARE INC	GYM MAINTENANCE	225.00
928933	COMPUTERLAND	MONITOR	650.65
<b>Community Development Administration</b>			
368134	BANK OF AMERICA	MEETING EXPENSE	30.90
<b>Community Development Land Planning Services</b>			
368138	BAY AREA NEWS GROUP	LEGAL AD	1,048.50
368218	VERIZON WIRELESS	DATA USAGE	114.03
368269	EIDEN, KITTY J	MINUTES CLERK	168.00
<b>CD Code Enforcement</b>			
368189	OFFICE MAX INC	OFFICE SUPPLIES	94.52
368218	VERIZON WIRELESS	DATA USAGE	456.12
368295	K2GC	ABATEMENT SERVICES	2,168.35
368301	LOWES COMPANIES INC	SUPPLIES	369.86
<b>PW Engineer Land Development</b>			
368134	BANK OF AMERICA	PLANS/SPECS	463.53
368219	VERIZON WIRELESS	DATA USAGE	228.06
368247	CENTER FOR HEARING HEALTH INC	ANNUAL HEARING TEST	55.00
<b>Community Development Building Inspection</b>			
368134	BANK OF AMERICA	RENEWAL-BOCCIO	270.00
368139	BAY AREA UNDERPINNING	INSPECTION FEE REFUND	382.44
368173	IN DEMAND PLUMBING	INSPECTION FEE REFUND	137.28
368189	OFFICE MAX INC	OFFICE SUPPLIES	47.26
368328	PERMIT SERVICES ON BEHALF OF H	ENERGY INSPECTION FEE REFUND	357.42
368332	RED WING SHOE STORE	SHOES - BOCCIO	193.21
368355	SUNRUN	ENERGY INSPECTION FEE REFUND	230.74
928937	QUENVOLDS	SAFETY SHOES - ANDREWS	249.99
<b>Capital Imp. Administration</b>			
368134	BANK OF AMERICA	REPRODUCTION SERVICES	115.89
368219	VERIZON WIRELESS	DATA USAGE	114.03
<b>Community Development Engineering Services</b>			
368134	BANK OF AMERICA	REPRODUCTION SERVICES	115.89
368332	RED WING SHOE STORE	SAFETY SHOES-ABU ALY	250.00

Prepared by: Lauren Posada  
 Finance Accounting

5/4/2017

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 APRIL 14 - APRIL 26, 2017  
 FUND/CHECK#

**212 CDBG Fund**

**CDBG**

368241 BAY AREA LEGAL AID	CDBG SERVICES	7,662.54
368253 COMMUNITY ENERGY SERVICES CORP	CDBG SERVICES	4,219.10
368254 COMMUNITY VIOLENCE SOLUTIONS	CDBG SERVICES	1,447.30
368255 CONTRA COSTA CHILD CARE COUNCI	CDBG SERVICES	2,360.19
368261 CONTRA COSTA SENIOR LEGAL SERV	CDBG SERVICES	3,621.02
368298 LIONS CENTER FOR THE VISUALLY	CDBG SERVICES	1,370.47
368299 LOAVES AND FISHED OF CONTRA CO	CDBG SERVICES	1,250.12
368320 OMBUDSMAN SERVICES OF CCC	CDBG SERVICES	2,550.00
368323 OPPORTUNITY JUNCTION	CDBG SERVICES	12,499.77
368341 SENIOR OUTREACH SERVICES	CDBG SERVICES	5,424.65
368359 TRB AND ASSOCIATES	CONSULTING SERVICES	16,320.00

**213 Gas Tax Fund**

**Streets**

368192 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	548.31
368208 STEWARTS TREE SERVICE INC	TREE SERVICES	750.00

**214 Animal Control Fund**

**Animal Control**

368156 CRE8 CONCEPTS	SHIRTS	335.00
368165 EAST HILLS VETERINARY HOSPITAL	VETERINARY SERVICES	1,866.96
368236 ANIMAL CARE EQUIPMENT AND SERV	SUPPLIES/EQUIPMENT	1,979.03
368284 HELGEMO-DEVLIN, MONIKA M	CONFERENCE - HELGEMO	100.00
368317 MWI VETERINARY SUPPLY CO	SUPPLIES	1,374.21
928949 HAMMONS SUPPLY COMPANY	SUPPLIES	256.06

**215 Civic Arts Fund**

**Civic Arts**

368331 REAL PROTECTION INC	MONITORING SERVICE	67.60
----------------------------	--------------------	-------

**219 Recreation Fund**

**Non Departmental**

368147 CHAN, PATTY	DEPOSIT REFUND	500.00
368171 HUB INTERNATIONAL OF CA INSURA	FACILITY INSURANCE	352.14
368203 SILENT PARTNER PRIVATE SECURIT	SECURITY GUARD SERVICES	12,650.00
368220 WILLINGHAM, BRIAN	DEPOSIT REFUND	500.00
368344 SILENT PARTNER PRIVATE SECURIT	SECURITY GUARD SERVICES	475.00

**Recreation Admin**

368301 LOWES COMPANIES INC	SUPPLIES	120.97
368331 REAL PROTECTION INC	MONITORING SERVICE	849.64

**Senior Programs**

368301 LOWES COMPANIES INC	SUPPLIES	38.65
----------------------------	----------	-------

Prepared by: Lauren Posada

Finance Accounting

5/4/2017

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 APRIL 14 - APRIL 26, 2017  
 FUND/CHECK#

**Recreation Sports Programs**

368136	BANK OF AMERICA	SUBSCRIPTION	601.63
368148	CONCORD SOFTBALL UMPIRES	UMPIRE FEES	112.00
368153	COSTCO	SUPPLIES	99.08
368251	COCA COLA BOTTLING CO	SUPPLIES	1,182.74
368273	FIRST SERVICE STRAIGHTLINE ENT	REPAIR SERVICE	2,700.00
368276	FOLGERGRAPHICS	PRINTING SERVICES	7,815.51
368301	LOWES COMPANIES INC	SUPPLIES	410.29
368366	US FOODSERVICE INC	SUPPLIES	800.69

**Recreation-New Comm Cntr**

368136	BANK OF AMERICA	SUPPLIES	571.33
368160	DELTA STEAM WAY	CARPET CLEANING	160.00
368161	DIABLO LIVE SCAN	FINGERPRINTING	20.00
368169	GARDA CL WEST INC	ARMORED CAR PICK UP	75.41
368175	JUMP BUNCH	CONTRACTOR PAYMENT	518.40
368189	OFFICE MAX INC	OFFICE SUPPLIES	187.23
368190	OFFICE MAX INC	OFFICE SUPPLIES	33.92
368192	PACIFIC GAS AND ELECTRIC CO	GAS	6,145.91
368198	ROBERTS, NANCY	CONTRACTOR PAYMENT	330.00
368212	UNITED STATES POSTAL SERVICE	POSTAGE	225.00
368218	VERIZON WIRELESS	DATA USAGE	114.03
368242	BAY BUILDING MAINTENANCE INC	JANITORIAL SERVICES	550.00
368244	BIG SKY LOGOS AND EMBROIDERY	STAFF SHIRTS	387.13
368276	FOLGERGRAPHICS	PRINTING SERVICES	2,127.91
368293	JENNIFER HINES DESIGN	PROFESSIONAL SERVICES	5,114.13
368319	OFFICE MAX INC	OFFICE SUPPLIES	27.51
368334	RIDLEY, DEXTER	CONTRACTOR PAYMENT	126.00
368363	UNIQUE PEST CONTROL	PEST CONTROL SERVICE	400.00
928950	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	1,808.82

**221 Asset Forfeiture Fund**

**Non Departmental**

368178	LC ACTION POLICE SUPPLY	SUPPLIES	236.64
--------	-------------------------	----------	--------

**226 Solid Waste Reduction Fund**

**Solid Waste Used Oil**

368144	BRETT MR ECO EDWARDS	CONTRACTOR PAYMENT	4,156.00
--------	----------------------	--------------------	----------

**229 Pollution Elimination Fund**

**Channel Maintenance Operation**

368125	ALTA FENCE	FENCING PANELS	350.00
368135	BANK OF AMERICA	SEMINAR	125.00
368197	RMC WATER AND ENVIRONMENT	PROFESSIONAL SERVICES	52.50

Prepared by: Lauren Posada

Finance Accounting

5/4/2017

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 APRIL 14 - APRIL 26, 2017  
 FUND/CHECK#

368208 STEWARTS TREE SERVICE INC	TREE SERVICES	1,000.00
368209 TARGET SPECIALTY PRODUCTS	CHEMICALS	583.95
368247 CENTER FOR HEARING HEALTH INC	ANNUAL HEARING TEST	55.50
368319 OFFICE MAX INC	OFFICE SUPPLIES	26.48
368325 PACIFIC COAST LANDSCAPE MGMT I	LANDSCAPE SERVICES	4,942.08
<b>Storm Drain Administration</b>		
368177 KIDS CLUB	TRAINING COSTS	4,000.00
<b>236 CDBG Revolving Loan Fund</b>		
<b>CDBG</b>		
368213 US DEPT OF HOUSING AND URBAN D 251 Lone Tree SLLMD Fund	HOUSING RLF INTEREST	3,909.13
<b>Lonetree Maintenance Zone 1</b>		
368208 STEWARTS TREE SERVICE INC	TREE SERVICES	875.00
368357 TERRACARE ASSOCIATES	TURF MOWING	273.20
<b>Lonetree Maintenance Zone 3</b>		
368208 STEWARTS TREE SERVICE INC	TREE SERVICES	750.00
<b>Lonetree Maintenance Zone 4</b>		
368345 SILVA LANDSCAPE	LANDSCAPE SERVICES	5,472.00
368357 TERRACARE ASSOCIATES	TURF MOWING	437.12
<b>252 Downtown SLLMD Fund</b>		
<b>Downtown Maintenance</b>		
368200 SHERWIN WILLIAMS CO	PAINT	451.61
368354 STEWARTS TREE SERVICE INC	TREE SERVICES	2,750.00
368357 TERRACARE ASSOCIATES	TURF MOWING	273.20
<b>254 Hillcrest SLLMD Fund</b>		
<b>Hillcrest Maintenance Zone 1</b>		
368204 SILVA LANDSCAPE	LANDSCAPE SERVICES	1,368.00
368357 TERRACARE ASSOCIATES	TURF MOWING	710.32
<b>Hillcrest Maintenance Zone 2</b>		
368208 STEWARTS TREE SERVICE INC	TREE SERVICES	4,250.00
368357 TERRACARE ASSOCIATES	TURF MOWING	972.60
<b>Hillcrest Maintenance Zone 4</b>		
368357 TERRACARE ASSOCIATES	TURF MOWING	546.40
<b>255 Park 1A Maintenance District Fund</b>		
<b>Park 1A Maintenance District</b>		
368123 ACME SECURITY SYSTEMS	ALARM SERVICE	322.40
368192 PACIFIC GAS AND ELECTRIC CO	GAS	126.03
368354 STEWARTS TREE SERVICE INC	TREE SERVICES	3,325.00
368357 TERRACARE ASSOCIATES	TURF MOWING	710.32

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 APRIL 14 - APRIL 26, 2017  
 FUND/CHECK#

**256 Citywide 2A Maintenance District Fund**

**Citywide 2A Maintenance Zone 3**

368357 TERRACARE ASSOCIATES TURF MOWING 10.92

**Citywide 2A Maintenance Zone 6**

368345 SILVA LANDSCAPE LANDSCAPE SERVICES 684.00

368357 TERRACARE ASSOCIATES TURFMOWING 655.68

**Citywide 2A Maintenance Zone 8**

368357 TERRACARE ASSOCIATES TURF MOWING 54.64

**Citywide 2A Maintenance Zone 9**

368208 STEWARTS TREE SERVICE INC TREE SERVICES 3,550.00

368357 TERRACARE ASSOCIATES TURF MOWING 163.92

**257 SLLMD Administration Fund**

**SLLMD Administration**

368135 BANK OF AMERICA SEMINAR 140.00

368214 VERIZON WIRELESS DATA USAGE 228.06

368247 CENTER FOR HEARING HEALTH INC ANNUAL HEARING TEST 27.50

368332 RED WING SHOE STORE SAFETY SHOES - GOSS 227.93

368357 TERRACARE ASSOCIATES TURF MOWING 655.68

928937 QUENVOLDS SAFTEY SHOES - AMBRIZ & HARRIS 464.23

**259 East Lone Tree SLLMD Fund**

**Zone 1-District 10**

368204 SILVA LANDSCAPE LANDSCAPE SERVICES 2,052.00

**311 Capital Improvement Fund**

**Parks & Open Space**

368197 RMC WATER AND ENVIRONMENT PROFESSIONAL SERVICES 2,638.75

**Northeast Annexation**

368245 BKF ENGINEERS INC CONSULTING SERVICES 2,939.81

**376 Lone Diamond Fund**

**Assessment District**

368248 CENTRAL SELF STORAGE ANTIOCH STORAGE FEE 208.00

**569 Vehicle Replacement Fund**

**Equipment Maintenance**

368140 BECKERS FORKLIFT PARTS AND EQU EQUIPMENT 33,184.00

368231 ALL STAR FORD UTILITY VEHICLE 30,649.44

368339 SCELZI ENTERPRISES INC EQUIPMENT 8,198.58

**570 Equipment Maintenance Fund**

**Equipment Maintenance**

368135 BANK OF AMERICA SUPPLIES 897.54

368167 FASTENAL CO SUPPLIES 17.85

368214 VERIZON WIRELESS DATA USAGE 114.03

Prepared by: Lauren Posada

Finance Accounting

5/4/2017

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 APRIL 14 - APRIL 26, 2017  
 FUND/CHECK#

368237	ANTIOCH AUTO PARTS	AUTO PARTS	918.44
368247	CENTER FOR HEARING HEALTH INC	ANNUAL HEARING TEST	110.00
368249	CHUCKS BRAKE AND WHEEL SERVICE	BATTERIES	5,008.07
368257	CONTRA COSTA COUNTY	RADIO SERVICES	256.00
368267	DIABLO INDUSTRIAL TOOL CO INC	EQUIPMENT REPAIR	2,511.84
368272	FIRST CALL	AUTO PARTS	10.86
368277	FRIGARD CHIROPRACTIC	DOT PHYSICAL	75.00
368278	FURBER SAW INC	EQUIPMENT PARTS	180.61
368283	HARLEY DAVIDSON	MOTORCYCLE PARTS	419.06
368302	MAACO	COLLISION REPAIR	1,969.74
368313	MUNICIPAL MAINT EQUIPMENT INC	EQUIPMENT REPAIR	1,020.57
368315	MUNICIPAL POOLING AUTHORITY	INSURANCE PREMIUM	156.00
368319	OFFICE MAX INC	OFFICE SUPPLIES	54.84
368329	PHILS DIESEL CLINIC	AUTO PARTS	21.39
368330	PURSUIT NORTH	LIGHTS	1,929.92
368337	ROYAL BRASS INC	EQUIPMENT	454.72
368342	SGS TESTCOM	SMOG CERTIFICATIONS	9.30
368361	TUTTS TRUCK OUTFITTERS	EQUIPMENT AND INSTALLATION	1,178.85
368364	UNITED PARCEL SERVICE	SHIPPING	38.88
368367	WALNUT CREEK FORD	SUPPLIES	863.37
368369	WINTER CHEVROLET CO	VEHICLE PARTS	572.37
928939	A1 TRANSMISSION	TRANSMISSION SERVICE	1,399.13

**573 Information Services Fund**

**Information Services**

368137	BARTON, T ALAN	EXPENSE REIMBURSEMENT	55.80
368190	OFFICE MAX INC	OFFICE FURNITURE	576.81
368217	VERIZON WIRELESS	DATA USAGE	852.66

**Network Support & PCs**

928938	SUNGARD PUBLIC SECTOR INC	INFO SYSTEMS DL	534.00
928946	DIGITAL SERVICES	WEBSITE MAINTENANCE	3,245.00

**Telephone System**

368233	AMERICAN MESSAGING	MONTHLY PAGER	37.38
--------	--------------------	---------------	-------

**Office Equipment Replacement**

928933	COMPUTERLAND	TAPES	677.86
928940	ALTURA COMMUNICATION SOLUTIONS	UPGRADE AVST CALLEXPRESS	15,283.59

**580 Loss Control Fund**

**Human Resources**

368157	CREATIVE SUPPORTS INC	ERGONOMIC IMPROVEMENTS	1,123.27
--------	-----------------------	------------------------	----------

**611 Water Fund**

**Non Departmental**

Prepared by: Lauren Posada

Finance Accounting

5/4/2017

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 APRIL 14 - APRIL 26, 2017  
 FUND/CHECK#

368127 AMERICAN TEXTILE AND SUPPLY	SUPPLIES	369.75
368142 BISHOP CO	SUPPLIES	389.15
368164 E M HUNDLEY HARDWARE CO	SUPPLIES	3,574.61

928949 HAMMONS SUPPLY COMPANY	SUPPLIES	2,139.06
-------------------------------	----------	----------

**Water Supervision**

368214 VERIZON WIRELESS	DATA USAGE	228.06
368332 RED WING SHOE STORE	SAFETY SHOES-CONNELLY	241.34

**Water Production**

368124 ALLIED PACKING AND SUPPLY INC	REPAIR SERVICE	1,590.92
368140 BECKERS FORKLIFT PARTS AND EQU	EQUIPMENT	13,578.50
368161 DIABLO LIVE SCAN	FINGERPRINTING	20.00
368167 FASTENAL CO	BOLTS	58.11
368192 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	207.99
368195 POLYDYNE INC	POLYMER	2,530.00
368205 SOUTHWEST VALVE LLC	VALVE REPAIR KIT	2,155.39
368207 STATE OF CALIFORNIA	FINGERPRINTING	49.00
368210 TELECOM LAW FIRM PC	LEGAL SERVICES	230.00
368214 VERIZON WIRELESS	DATA USAGE	114.03
368227 ACE HARDWARE, ANTIOCH	SUPPLIES	418.30
368263 CONTRA COSTA WATER DISTRICT	RAW WATER	52,987.07
368274 FISHER SCIENTIFIC COMPANY	LAB SUPPLIES	673.37
368301 LOWES COMPANIES INC	SUPPLIES	522.35
368305 MCCAMPBELL ANALYTICAL INC	SAMPLE TESTING	88.20
368332 RED WING SHOE STORE	SAFETY SHOES- BENNETT	247.54
368335 ROBERTS AND BRUNE CO	PIPE AND FITTINGS	301.47
368350 SOUTHWEST VALVE LLC	CLAMP PLATE	494.80
368356 T AND T PAVEMENT MARKINGS AND	SUPPLIES	1,484.11
928931 CHEMTRADE CHEMICALS US LLC	ALUM	2,503.59
928934 GRAINGER INC	PIPE FITTINGS	391.31
928936 OLIN CHLOR ALKALI PRODUCTS	CAUSTIC	4,688.32
928945 CRYSTAL CLEAR LOGOS INC	SHIRTS	150.60
928947 EUROFINS EATON ANALYTICAL INC	MONITORING	745.00
928948 GRAINGER INC	SUPPLIES	287.10
928954 NTU TECHNOLOGIES INC	POLYMER	5,759.00
928955 SIERRA CHEMICAL CO	CHLORINE	4,402.55

**Water Distribution**

368135 BANK OF AMERICA	SUPPLIES	311.22
368190 OFFICE MAX INC	OFFICE SUPPLIES	327.50
368194 PINPOINT PRODUCTS INC	TOOL REPAIR	247.19
368214 VERIZON WIRELESS	DATA USAGE	1,140.30

Prepared by: Lauren Posada

Finance Accounting

5/4/2017

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 APRIL 14 - APRIL 26, 2017  
 FUND/CHECK#

368227 ACE HARDWARE, ANTIOCH	SUPPLIES	224.82
368238 ANTIOCH BUILDING MATERIALS	BASE ROCK	4,676.07
368247 CENTER FOR HEARING HEALTH INC	ANNUAL HEARING TEST	428.25
368270 EXPRESS SERVICES	TEMP SERVICES	413.63
368301 LOWES COMPANIES INC	SUPPLIES	47.83
368312 MT DIABLO LANDSCAPE CENTERS IN	CONCRETE	234.52
368319 OFFICE MAX INC	OFFICE SUPPLIES	52.93
368332 RED WING SHOE STORE	SAFETY SHOES - KEMP	219.65
368335 ROBERTS AND BRUNE CO	PIPE AND FITTINGS	26,985.13
368337 ROYAL BRASS INC	HOSE	166.42
368338 RT LAWRENCE CORP	LOCKBOX FEE	1,249.39
368362 TYLER TECHNOLOGIES	INSITE FEES	340.00
368364 UNITED PARCEL SERVICE	SHIPPING	249.18
928937 QUENVOLDS	SAFETY SHOES - B. BROOKS	199.01
928948 GRAINGER INC	SUPPLIES	916.75
<b>Water Meter Reading</b>		
368214 VERIZON WIRELESS	DATA USAGE	114.03
368247 CENTER FOR HEARING HEALTH INC	ANNUAL HEARING TEST	27.75
368301 LOWES COMPANIES INC	SUPPLIES	241.47
<b>Public Buildings &amp; Facilities</b>		
368143 BPXPRESS	REPRODUCTION SERVICES	812.41
368197 RMC WATER AND ENVIRONMENT	CONSULTING SERVICES	297.50
368222 CONTRA COSTA COUNTY	WTP NOD-FILING FEES	2,216.25
368333 REDWOOD PAINTING CO INC	CONTRACT SERVICES	13,200.00
<b>Warehouse &amp; Central Stores</b>		
368247 CENTER FOR HEARING HEALTH INC	ANNUAL HEARING TEST	55.50
368364 UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	56.70
928948 GRAINGER INC	SUPPLIES	2.57
<b>621 Sewer Fund</b>		
<b>Sewer-Wastewater Supervision</b>		
368214 VERIZON WIRELESS	DATA USAGE	228.06
368332 RED WING SHOE STORE	SAFETY SHOES - COOK	250.00
368338 RT LAWRENCE CORP	LOCKBOX FEE	1,249.38
<b>Sewer-Wastewater Collection</b>		
368132 BANK OF AMERICA	FINGERPRINTING	10.30
368159 CWEA SFBS	RENEWAL-RAMIREZ	83.00
368188 OCCUPATIONAL HEALTH CENTERS OF	MEDICAL SERVICES	379.50
368190 OFFICE MAX INC	OFFICE SUPPLIES	363.30
368193 PACIFIC GAS AND ELECTRIC CO	DAMAGE COSTS	2,129.06
368207 STATE OF CALIFORNIA	FINGERPRINTING	49.00

Prepared by: Lauren Posada

Finance Accounting

5/4/2017

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 APRIL 14 - APRIL 26, 2017  
 FUND/CHECK#

368214	VERIZON WIRELESS	DATA USAGE	684.18
368227	ACE HARDWARE, ANTIOCH	SUPPLIES	29.81
368238	ANTIOCH BUILDING MATERIALS	SEWER REPAIRS	5,021.38
368247	CENTER FOR HEARING HEALTH INC	ANNUAL HEARING TEST	374.00
368256	CONTRA COSTA COUNTY	INSPECTION FEES	522.00
368270	EXPRESS SERVICES	TEMP SERVICES	413.63
368289	IMPACT ABSORBENTS INC	DRAIN PROTECTOR	1,448.35
368292	JACK DOHENY SUPPLIES INC	TRAINING	5,775.00
368296	LENHART ALARM AND SECURITY	BATTERY	192.95
368301	LOWES COMPANIES INC	SUPPLIES	110.59
368319	OFFICE MAX INC	OFFICE SUPPLIES	51.44
368332	RED WING SHOE STORE	SAFETY SHOES- MIGLON	216.22
368360	TRENCH PLATE RENTAL CO INC	TOOL REPAIR	80.99
368362	TYLER TECHNOLOGIES	INSITE FEES	340.00
368364	UNITED PARCEL SERVICE	SHIPPING	10.30
928937	QUENVOLDS	SAFETY SHOES - JEFFERSON	217.52
928948	GRAINGER INC	SUPPLIES	1,058.18
<b>Wastewater Collection</b>			
368122	A S PIPELINES INC	SANITARY SEWER PROJECT	235,507.39
<b>631 Marina Fund</b>			
<b>Marina Administration</b>			
368135	BANK OF AMERICA	MONITOR DISPLAY	245.99
368180	MCGINNIS, KIM	OVERPAYMENT REFUND	1,578.95
368190	OFFICE MAX INC	OFFICE SUPPLIES	80.67
368331	REAL PROTECTION INC	MONITORING SERVICE	65.62
<b>Marina Maintenance</b>			
368247	CENTER FOR HEARING HEALTH INC	ANNUAL HEARING TEST	27.75
368271	FASTENAL CO	SUPPLIES	40.81
368301	LOWES COMPANIES INC	SUPPLIES	268.13
<b>Marina Boat Launch</b>			
368167	FASTENAL CO	SUPPLIES	334.47
<b>Major Projects</b>			
368176	KAYAK DOCK	KAYAK DOCK	4,879.24
368226	ACCUDOCK	SUPPLY/DELIVER HARDWARE	23,098.00
<b>641 Prewett Water Park Fund</b>			
<b>Non Departmental</b>			
368126	AMARAL, SHEILA	DEPOSIT REFUND	915.00
368145	BYNUM, MARTINA	DEPOSIT REFUND	500.00
368171	HUB INTERNATIONAL OF CA INSURA	FACILITY INSURANCE	503.92
368203	SILENT PARTNER PRIVATE SECURIT	SECURITY SERVICES	800.00

Prepared by: Lauren Posada

Finance Accounting

5/4/2017

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 APRIL 14 - APRIL 26, 2017  
 FUND/CHECK#

**Recreation Water Park**

368161	DIABLO LIVE SCAN	FINGERPRINTING	640.00
368169	GARDA CL WEST INC	ARMORED CAR PICK UP	75.40
368188	OCCUPATIONAL HEALTH CENTERS OF	MEDICAL SERVICES	107.50
368207	STATE OF CALIFORNIA	FINGERPRINTING	1,092.00
368246	BURKHOLDER, MIKE	ADVERTISING	1,000.00
368250	CITY MECHANICAL INC	POOL SERVICE	12,779.12
368262	CONTRA COSTA TIMES	ADVERTISING	1,000.00
368301	LOWES COMPANIES INC	SUPPLIES	584.13
368319	OFFICE MAX INC	OFFICE SUPPLIES	633.55
368331	REAL PROTECTION INC	MONITORING SERVICE	196.87
928944	CONSOLIDATED ELECTRICAL DIST I	SUPPLIES	916.62
928950	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	394.80

**721 Employee Benefits Fund**

**Non Departmental**

368224	CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	1,025.20
368225	24 HOUR FITNESS SPORT	PAYROLL DEDUCTIONS	111.98
368240	EMPLOYEE	PAYROLL DEDUCTIONS	1,901.34
368259	CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	400.00
368260	CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	17.20
368268	DIAMOND HILLS SPORT CLUB	PAYROLL DEDUCTIONS	238.00
368275	FITNESS 19	PAYROLL DEDUCTIONS	6.00
368290	IN SHAPE HEALTH CLUBS	PAYROLL DEDUCTIONS	809.99
368291	INTERNAL REVENUE SERVICE	PAYROLL DEDUCTIONS	60.00
368297	LINA	PAYROLL DEDUCTIONS	5,932.59
368314	MUNICIPAL POOLING AUTHORITY	PAYROLL DEDUCTIONS	3,322.90
368321	OPERATING ENGINEERS LOCAL NO 3	PAYROLL DEDUCTIONS	2,726.00
368322	OPERATING ENGINEERS TRUST FUND	PAYROLL DEDUCTIONS	15,023.46
368326	PARS	PAYROLL DEDUCTIONS	2,513.38
368352	STANDARD LIFE INSURANCE	PAYROLL DEDUCTIONS	649.00
368353	STATE OF CALIFORNIA	PAYROLL DEDUCTIONS	50.59
928941	ANTIOCH PD SWORN MGMT ASSOC	PAYROLL DEDUCTIONS	700.00
928942	ANTIOCH POLICE OFFICERS ASSOCI	PAYROLL DEDUCTIONS	19,797.79
928943	ANTIOCH PUBLIC WORKS EMPLOYEE'	PAYROLL DEDUCTIONS	3,444.78
928953	NATIONWIDE RETIREMENT SOLUTION	PAYROLL DEDUCTIONS	60,304.37
928957	VANTAGEPOINT TRANSFER AGENTS 3	PAYROLL DEDUCTIONS	4,835.22



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of May 9, 2017

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Michael G. Vigilia, City Attorney *MV*

**SUBJECT:** **Rejection of Claim: Donald Ray Ellis**

---

### **RECOMMENDED ACTION**

It is recommended that the City Council reject the claim of Donald Ray Ellis which was received on April 17, 2017.

Should the City Council desire to discuss this matter, it would be scheduled for a future closed session.



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of May 9, 2017

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Tony Morefield, Acting Captain of Support Services

**APPROVED BY:** Tammany Brooks, Interim Police Chief *B*

**SUBJECT:** Edward Byrne Memorial Justice Assistance Grant (JAG) 2017-  
Approval and Allocation of Grant Funds

---

### **RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution to approve the allocated Edward Byrne Memorial Justice Assistance Grant (JAG) 2017 funds to:

- 1) Pay for a portion of the salary and benefits for the Police Department Volunteer Coordinator; and
- 2) Fund the REACH Youth for Positive Change program, an enhancement of the Youth Intervention Program.

### **STRATEGIC PURPOSE**

Staff's efforts regarding this issue are prioritized in the City's Strategic Plan as follows:

**Strategy A-2:** Strategically deploy police resources and implement community policing strategies.

- Empower community policing staff to identify, analyze and implement solutions to address criminal behavior and improve quality of life.
- Expand Neighborhood Watch Programs throughout the city.

### **FISCAL IMPACT**

If approved, the City of Antioch will receive an allocation of undetermined funds.

### **DISCUSSION**

#### ***Background Information***

The City of Antioch has been allocated to receive funds from the Edward Byrne Memorial Justice Assistance Grant 2016 [thru 2020]. Last fiscal year's allocation was projected to be \$76,379. The allocation for this year is estimated to be the same at \$76,379.

Due to the large allocations to cities and a relatively small allocation to the County of Contra Costa, we have been classified in what is called a disparate category. This requires jurisdictions responsible for determining individual allocations and documenting the said allocations in a Memorandum of Understanding.

The Police Chiefs of Contra Costa County as well as the Sheriff have agreed that the Contra Costa County Sheriff's Office will be the primary grantee and they will handle the creation of the MOU, grant reporting, as well as being the financial pass through of funds to the sub-grantees which will include the City of Antioch. The County will charge each sub-grantee five percent (5%) grant management fee which is permitted by the grant process. Assuming the 2017 allocation is ratified, a five percent (5%) management fee would equate to \$3,818.

### **Analysis**

The grant will partially fund salary and benefits of the Volunteer Coordinator which equates to approximately \$47,561. In addition, the grant will fund the Youth for Positive Change program, a juvenile diversion program, which equates to \$25,000.

The Volunteer Coordinator position is an integral part in maintaining and further recruiting unpaid volunteers that subsequently provide valuable and needed service though the police department to the Citizens of Antioch.

The Youth for Positive Change Program is designed for the most severe at-risk youth. Youth involved programs, including those with parent involvement, take place during evenings and Saturdays. Activities include those addressing youth leadership, restorative justice, and community building. This approach has demonstrated success for youth in our community.

The current (2016) Byrne Grant MOU is still unsigned (unpublished); however, it is attached for your review.

### **ATTACHMENTS**

- A. Resolution No. 2017/\*\*
- B. Byrne Grant MOU for 2016 (Exhibit 1)

**RESOLUTION NO. 2017/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT  
(JAG) 2017 AND ALLOCATION OF GRANT FUNDS**

**WHEREAS**, the City of Antioch has been allocated to receive funds from the Edward Byrne Memorial Justice Assistance Grant 2016 [thru 2020]; and

**WHEREAS**, the estimated JAG grant fund amount to the City of Antioch for the upcoming fiscal year is \$76,379; and

**WHEREAS**, the grant will partially fund salary and benefits of the Volunteer Coordinator which equates to approximately \$47,561. In addition, the grant will fund the Youth for Positive Change program, a juvenile diversion program, which equates to \$25,000.

**THEREFORE, BE IT RESOLVED** that the City Council of the City of Antioch hereby approves the Edward Byrne Memorial Justice Assistance Grant (JAG) 2017 and approves allocation of the grant to partially fund salary and benefits of the Volunteer Coordinator and in addition, to fund the Youth for Positive Change program. The City Manager, or his designee, is authorized to execute any documents or agreements and to take any actions necessary for receipt of the grant funds.

\* \* \* \* \*

**I HEREBY CERTIFY** that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 9<sup>th</sup> day of May 2017, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

---

**ARNE SIMONSEN  
CITY CLERK OF THE CITY OF ANTIOCH**

**EXHIBIT 1**

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**THE COUNTY OF CONTRA COSTA  
AND PARTICIPATING CONTRA COSTA COUNTY LOCAL GOVERNMENT AGENCIES**

**FOR THE DISTRIBUTION OF:  
REGULAR EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT  
(JAG) GRANT - 2016**

---

**THIS MEMORANDUM OF UNDERSTANDING** is made and entered as of this **1<sup>ST</sup> Day of JULY, 2016**, in the County of Contra Costa, State of California, by and between **the Undersigned Local Government Agencies**, acting by and through their respective governing bodies, related to the regular Edward Byrne Memorial Justice Assistance Grant (JAG) Grant - 2016 funds.

**WHEREAS**, the Federal government has made funds available under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program (42 U.S.C. 3751(a)) through the Office of Justice Programs (OJP) Bureau of Justice Assistance (BJA) for law enforcement purposes; and

**WHEREAS**, Contra Costa County has been designated as a disparate jurisdiction, that status requiring the submittal by all the undersigned parties of a single joint application for the total eligible allocation pursuant to a Memorandum of Understanding between all parties; and

**WHEREAS**, the Contra Costa County Office of the Sheriff will serve as the applicant FISCAL AGENT, and GRANTEE, for the joint funds (hereafter, the "GRANTEE/FISCAL AGENT"), and the other local government signatories shall be subgrantees (hereafter, each a "SUBGRANTEE", and collectively the "SUBGRANTEES"); and

**WHEREAS**, by this Memorandum of Understanding (M.O.U.) all parties agree to be bound by its terms; and

**WHEREAS**, all parties are required to allocate the grant funds among themselves;

**NOW, THEREFORE**, the parties hereto agree as follows:

1. **Duration of Term.** The term of this Agreement shall commence on **OCTOBER 1, 2016**, and shall end on **SEPTEMBER 30, 2020**, plus any necessary period for reports, audits, and other post-grant compliance, unless extended by mutual agreement in accordance with any extension approved by the U.S. Department of Justice, Office of Justice Programs (OJP) Bureau of Justice Assistance (BJA).
2. **Length of Award.** Grant award is made the first fiscal year and may be expended during the following three (3) years, for a total of four (4) grant period years.

3. **Allocation Amounts.** The GRANTEE/FISCAL AGENT and SUBGRANTEES will receive allocations as listed:

Contra Costa County	\$ 35,028
City of Antioch	\$ 76,379
City of Richmond	\$ 83,155
TOTAL	\$194,562

4. **Administrative Fee.** Notwithstanding the above paragraph (3) above, an administrative fee of five percent (5%) will be deducted for each disbursement under this agreement and shall be paid to the GRANTEE/FISCAL AGENT.

5. **Use of Funds.** SUBGRANTEES agree that they shall only expend these funds for anyone of the purpose listed in the "Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2016 Local Solicitation" as follows:

(a) Use for state and local initiatives, (b) technical assistance, (c) training, (d) personnel, (e) equipment, (f) supplies, (g) contractual support, (h) information systems for criminal justice, and (i) criminal justice-related research and evaluation activities that will improve or enhance:

- Law enforcement programs.
- Prosecution and court programs.
- Prevention and education programs.
- Corrections and community corrections programs.
- Drug treatment and enforcement programs.
- Planning, evaluation, and technology improvement programs.
- Crime victim and witness programs (other than compensation).

6. **Prohibited Uses.** Grant funds may not be expended outside of the grant purpose areas as stated above in paragraph (5). Additionally, grant funds may not be used directly or indirectly for security enhancements or equipment for non-governmental entities who are not engaged in criminal justice or public safety.

Furthermore, grant funds may not be used directly or indirectly to provide for any of the following matters unless BJA certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order:

1. Vehicles (excluding police cruisers), vessels (excluding police boats), or aircraft (excluding police helicopters).
2. Luxury items.
3. Real estate.
4. Construction projects (other than penal or correctional institutions)
5. Any similar matters.

7. **Additional Requirements:** SUBGRANTEES have read, understood, and agree to the rules and requirements as listed in the "Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY2016 Local Solicitation." Including but not limited to compliance with Executive Order 12549, System Award Management Debarment and Suspension (SAM), and all applicable Federal statutes, regulations, guidance, and orders, including previous OMB guidance under OMB **Circular A-102** (Grants and Cooperative Agreements With State and Local Governments), **OMB Circular A-87** (Cost Principles for State, Local and Indian Tribal Governments), and OMB Circular A-133 (Audits of States, Local Governments and Non-Profit

Organizations), which have been combined in 2 CFR 200, effective December 26, 2014. In addition, 2 C.F.R. Part 2867 (Non-Procurement Debarment and Suspension), 28 C.F.R. Part 83 (Drug-Free Workplace Act common rule), 28 C.F.R. Part 69 (Byrd Anti-Lobbying Amendment common rule) specifically apply. All documents are located on website [http://www.ojp.usdoj.gov/funding/other\\_requirements.htm](http://www.ojp.usdoj.gov/funding/other_requirements.htm).

8. **Reporting Requirements.** Under this grant, quarterly financial status reports, quarterly performance metrics reports, and an annual progress report must be submitted to the Bureau of Justice Administration.

**SUBGRANTEES agree to submit the quarterly reports to the GRANTEE/FISCAL AGENT no later than the following dates, for the term of the grant:**

- January 15 for the Quarter: October 1 through December 31
- April 15 for the Quarter: January 1 through March 31
- July 15 for the Quarter: April 1 through June 30
- October 15 for the Quarter: July 1 through September 30

The SUBGRANTEE's quarterly report shall contain a detailed list of all projects or activities for which grant funds were expended or obligated, including:

- a. the name of the project or activity;
- b. a description of the project or activity;
- c. an evaluation of the completion status of the project or activity, to include the status of performance measures;
- d. an estimate of the number of jobs created and the number of jobs retained by the project or activity; and
- e. with respect to infrastructure investments, the purpose, total cost, and rationale of the agency for funding the infrastructure investment with funds available through this grant, and name of the person to contract.

**SUBGRANTEES are required to submit quarterly reports if no activity occurred during the quarter.**

SUBGRANTEES *will be* required to submit quarterly reports throughout the terms of the grant even if all grant fund allocations have been expended.

9. **GRANTEE/FISCAL AGENT Responsibilities.** The GRANTEE/FISCAL AGENT shall be responsible for submission of the application, receipt of the funds, and administration of the funds including: distributing the funds; monitoring the award; submitting reports including performance measures and program assessment data; providing ongoing monitoring and oversight of any SUBGRANTEE of the funds, and audit responsibilities.

10. **Disbursement.** SUBGRANTEES shall submit to the GRANTEE/FISCAL AGENT all documentation that may be reasonably required to support reimbursement of expenditures and audit reviews. The GRANTEE/FISCAL AGENT will submit the reimbursement documentation to OJP through established reporting processes. GRANTEE/FISCAL AGENT will disburse funds upon receipt of the reimbursement funds from OJP. On no occasion will GRANTEE/FISCAL AGENT advance funds. Each disbursement to SUBGRANTEES will have deducted the 5% administration fee.

11. **Record-Keeping and Audits.** GRANTEE/FISCAL AGENT and SUBGRANTEES shall establish and maintain accurate files and records of all aspects of the grant projects, property, programmatic and financial records in accordance with the grant record requirements. SUBGRANTEES agree they shall co-operate fully and shall permit the GRANTEE/FISCAL AGENT, its employees and authorized representatives to inspect, audit, examine and make copies, excerpts and transcripts from documents related to the grant, as needed. Failure to do so will allow the GRANTEE/FISCAL AGENT to withhold funds until the compliance by the SUBGRANTEE.

12. **Disallowance.** SUBGRANTEES agrees that if an individual SUBGRANTEE claims or receives reimbursement from the GRANTEE/FISCAL AGENT for an expenditure which is later disallowed by the federal government, that individual SUBGRANTEE shall promptly refund the disallowed amount to the GRANTEE/FISCAL AGENT upon the GRANTEE/FISCAL AGENT's request. At its option, the GRANTEE/FISCAL AGENT may offset all or any portion of the disallowed amount against any other payment due to the individual SUBGRANTEE, hereunder. Any such offset with respect to a portion of the disallowed amount shall not release the individual SUBGRANTEE from the obligation hereunder to refund the remainder of the disallowed amount.

12. **Mutual Indemnification.** GRANTEE/FISCAL AGENT agrees to indemnify and hold harmless SUBGRANTEES for the GRANTEE/FISCAL AGENT's share of any and all claims, costs and liability for any damage, injury or death of or to any person or the property of any person, including attorneys' fees, arising out of the willful misconduct or the negligent acts, errors or omissions of the GRANTEE/FISCAL AGENT in the performance of this Memorandum of Understanding.

SUBGRANTEE agrees to indemnify and hold harmless the GRANTEE/FISCAL AGENT for the SUBGRANTEE's share of any and all claims, costs and liability for any damage, injury or death of or to any person or the property of any person, including attorneys' fees, arising out of the willful misconduct or the negligent acts, errors or omissions of the SUBGRANTEE, its officers or employees.

This Memorandum of Understanding (M.O.U.) may be executed in counterparts including facsimile, and all counterparts, shall constitute one agreement, binding upon all parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this M.O.U. to be duly executed as of the date first specified herein. Each person signing this M.O.U. warrants that he or she has full and complete authority to sign this M.O.U. and binds the governmental agency for which he or she signs.

## Special Conditions

- For equipment, an approved EHP memo, if applicable.
- A performance bond is required for any equipment item that exceeds \$250,000, or for any vehicle, aircraft, or watercraft, regardless of the cost. Failure to obtain and submit a performance bond to the JAG may result in disallowance of cost.
- As allowable under Federal guidelines, procurement of equipment must follow local policies and procedures for competitive purchasing (provided they are not in conflict with Federal regulations which supersede them). If sole source approval is needed, sub-recipient must transmit the request to the Contra Costa County Office of the Sheriff.
- Prior to reimbursement, sub-recipient must submit an equipment ledger that includes a list of all equipment purchased by JAG funds and the deployed locations.
- Sub-recipient must submit a signed certification that JAG funds may be used to purchase vests for an agency, but they may not be used as the 50% match for the purposes of the Bulletproof Vest Partnership (BVP) program.
- Ballistic-resistant and stab-resistant body armor purchased with JAG funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the vests have been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and are listed on the NIJ Compliant Body Armor Model List (<http://nij.gov>). In addition, sub-recipient must show proof to Contra Costa County Office of the Sheriff that ballistic-resistant and stab-resistant body armor purchased must be American-made.
- Sub-recipient must submit a signed certification bullet proof vests purchased with JAG funds have a written "mandatory wear" policy in effect. This includes ballistic-resistant and stab-resistant body armor purchases. This policy must be in place for at least all uniformed officers before any JAG funding can be used by the sub-recipient for body armor. There are no requirements regarding the nature of the policy other than it be a mandatory wear policy for all uniformed officers while on duty.
- The sub-recipient agrees that JAG funds received will not be used to supplant State or local funds, but will be used to increase the amounts of such funds that would, in the absence of Federal funds, be made available for law enforcement activities.
- Any law enforcement agency receiving sub-awarded JAG funding must submit quarterly accountability metrics data related to training that officers have received on the use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public.
- Sub-recipient understands and agrees that award funds may not be used for items that are listed on the Controlled Expenditure List at the time of purchase or acquisition, including as the list may be amended from time to time, without explicit written prior approval from BJA. The Controlled Expenditure List, and instructions on how to request approval for purchase or acquisitions may be accessed here: <https://bja.gov/funding/JAGControlledPurchaseList.pdf>

**SCHEDULE 1 TO REQUEST FOR REIMBURSEMENT**

The following is an itemized list of Authorized Expenditures for which reimbursement is requested:

Project	Payee	Amount	Description	If final claim for project, check box
				<input type="checkbox"/>

The following are attached as part of this Schedule 1 (Please check items that are applicable):

**Planning:**

- Invoice/Payroll Charges
- Payroll Register
- Cleared Check Payment
- Job Description
- Functional Timesheets
- Deliverables/Progress Reports

**Organization:**

- Invoice/Payroll Charges
- Payroll Register
- Cleared Check Payment
- Job Description
- Functional Timesheets
- Deliverables/Progress Reports

**Equipment:**

- Invoice
- Cleared Check Payment
- Purchase Order
- Packing Slip
- EHP Approval
- EOC Approval
- Sole Source
- Performance Bond
- Equipment Ledger (Please submit electronic copy to Grant Accountant)
- System Award Management

**Training:**

- Invoice
- Cleared Check Payment
- Training Feedback Number
- EHP Approval
- Certificates/Proof of Participation
- Sign In Sheet
- Agenda

**Exercise:**

- Invoice
- Cleared Check Payment
- After Action Report
- EHP Approval
- Overtime Authorization

For inquiries/questions, please contact: Name: \_\_\_\_\_ Tel: \_\_\_\_\_

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**THE COUNTY OF CONTRA COSTA  
AND PARTICIPATING CONTRA COSTA COUNTY LOCAL GOVERNMENT AGENCIES**

**FOR THE DISTRIBUTION OF:  
REGULAR EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT  
(JAG) GRANT - 2016**

IN WITNESS WHEREOF, the parties hereto have caused this M.O.U. to be duly executed as of the date first specified herein. Each person signing this M.O.U. warrants that he or she has full and complete authority to sign this M.O.U. and binds the governmental agency for which he or she signs.

**SUBGRANTEES**

**CITY OF ANTIOCH**

  
Signature

CITY MANAGER  
Title

RON BERNAL  
Print Name



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of May 9, 2017

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Dawn Merchant, Finance Director *Dm*

**SUBJECT:** Sales Tax Citizens' Oversight Committee Appointment

---

### **RECOMMENDED ACTION**

It is recommended that the City Council receive and file the attached application and the Mayor nominate and Council appoint a member to the Sales Tax Citizens' Oversight Committee for a partial term vacancy expiring March 2018.

### **STRATEGIC PURPOSE**

**Long Term Goal L: City Administration:** Provide exemplary City administration.

**Strategy L-8:** Coordinate City Boards and Commissions administrative requirements.

### **FISCAL IMPACT**

There is no fiscal impact to the City as all positions are voluntary.

### **DISCUSSION**

The Sales Tax Citizens' Oversight Committee has one partial term vacancy for 2- year term expiring in March 2018. One application was received by the application deadline. The applicant was interviewed by Mayor Wright with Finance Director Merchant in attendance.

The applicant interviewed was Elizabeth Householder.

### **ATTACHMENT**

A. Application



**SCANNED**

**RECEIVED**

**APR 6 2017**

**CITY OF ANTIOCH  
CITY CLERK**



APPLICATION DEADLINE DATE: 4:30 p.m. Friday, April 14, 2017  
APPLICATION FOR COMMUNITY SERVICE  
SALES TAX CITIZENS' OVERSIGHT COMMITTEE  
One (1) vacancy for a partial term expiring March 2018

Name: Elizabeth Householder

Address: Hummingbird Drive, Antioch, CA 94509

Email:

Phone:

Employer: Contracted by the Antioch Unified School District

Address: 501 G. Street Antioch, CA 94509

Years like in the City of Antioch: 23

List the three (3) main reasons for your interest in this appointment:

- 1) I was born and raised in Antioch, and my entire family resides here. Therefore, I have a vested interest in City safety and fiscal responsibility.
- 2) I think it's important to have diverse voices and representation in local governance. I believe my educational background and upbringing in Antioch would provide that unique and refreshing voice I believe the City needs.
- 3) I want to give back to my community; I believe volunteering my time on this Oversight Committee is an effective way to do that.

Have you had any previous appointments to other city commissions or boards? (If yes, please explain) No

What skills/knowledge do you have that would be helpful in serving on the Sales Tax Citizens' Oversight Committee?

- I have sat on committees for AUSD, where community members and other Stakeholders developed a collaborative plan for how to spend District funds.
- I have participated in program evaluation through budget expenditures and outcome evaluation both for the non-profit and public sector organizations.
- I've done extensive research in my undergraduate studies on the City of Antioch, including but not limited to crime and historical trends of policies, finances, and demographic shifts.

Please indicate any further information or comments you wish to make that would be helpful in reviewing your application.

---

---

---

---

---

---

---

---

---

---

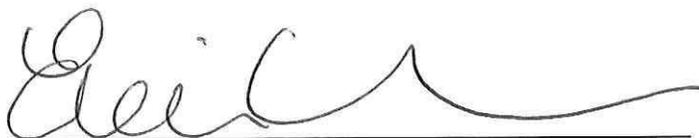
Can you attend meetings at the designated days and time? Yes

Please attach your resume to provide additional information or your application will not be deemed complete and will not be considered.

**PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.**

Committee Members are required to file a FPPC Form 700 (Statement of Economic Interests) disclosing their property, business and investment interests, with the City Clerk; and complete a 2-hour online AB 1234 Ethics Training.

DELIVER OR MAIL TO: Office of the City Clerk  
200 "H" Street  
P.O. Box 5007  
Antioch, CA 94531-5007



Signature

4/6/17

Date

# Elizabeth Householder

## EDUCATION

### **University of California, Berkeley**

Bachelor of Arts, American Studies, Emphasis on Policy, Politics, and Justice

May 2016  
GPA: 3.84

- Matsui Local Government and D.C. Fellow

### **De Anza College**

Associates of Arts, Paralegal Studies and Liberal Arts

June 2014  
GPA: 3.65

- Phi Theta Kappa and Wolgast Memorial Scholarship

## EXPERIENCE

### **Antioch Unified School District**

May 2016—Present

*Research Analyst, Antioch, CA*

- Produce and author policy briefs for the Superintendent and Cabinet on issues related to the implementation and fulfillment of the goals of the AUSD LCAP
- Collaborate with the Coordinator of Community Engagement to develop, implement and analyze stakeholder feedback surveys and focus group meetings.
- Research and analyze community context data from sources such as the American Community Survey and other sources to provide a community profile to inform the goals and actions outlined in the AUSD Local Control Accountability Plan

### **The California Outdoor Engagement Coalition [501(c)(3)]**

Aug 2015—June 2016

*Operations and Communications Coordinator, Berkeley, CA*

- Managed communication between statewide organizations aimed at increasing outdoor engagement for underrepresented youth. Created and maintained monthly newsletter reaching over 1,000 Coalition members.
- Researched opportunities for funding such as crowdfunding campaigns and federal education grants, totaling \$25,000 in secured grant funding for various programs and operational expenses.
- Launched “Every Kid in a Park” (a White House Initiative) that brought over 1,500 underrepresented youth from the West Contra Costa County school district to their local National Park in 2016.
- Established a media presence and managed branding through social media outlets (Twitter and Facebook) and website.

### **U.S. Department of Education**

Jan 2016—April 2016

*Legislative Affairs Intern, Washington, DC*

- Assisted with processing casework inquiries, ongoing Congressional outreach, and preparation for hearings, briefings, and meetings.
- Analyzed data to track support for different programs, focusing primarily on budgetary issues.
- Authored reports on Congressional hearings, markups, meetings, briefings and events both within and outside the Department on matters of federal education policy.

### **UC Berkeley School of Law**

Aug 2014—Aug 2015

*Faculty Assistant, Berkeley, CA*

- Organized and provided documents for renowned law professors in a well-organized and useful manner. Successfully managed multiple priority assignments daily.
- Proofread sensitive documents, scheduled appointments, drafted reference letters, screened and directed calls and facilitated the support needed for events and meetings.

### **Congresswoman Barbara Lee**

Jan 2015—May 2015

*Intern, Oakland, CA*

- Researched different agency policies, focusing primarily on veteran affairs, education, and the environment.
- Answered and directed phone calls, as well as greeted constituents and guests of our office.
- Managed other projects as assigned, such as attending and summarizing various meetings with local groups in the 13th congressional district of California, and assisting with constituent correspondence.

## SKILLS

- **Computer:** Microsoft Word, Excel, Outlook, PowerPoint, and Adobe Suite proficient, 75 WPM.
- **Communication:** Write and edit material for publication, copy editing, and editing for conciseness. Excellent internal and external communication skills.
- **Research:** Organize complex and dense information into reader friendly format, compile data and record keeping.



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of May 9, 2017

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Nickie Mastay, Administrative Services Director 

**SUBJECT:** Approving the Agreement with Rowland Bernal Jr. for City Manager Services and authorizing the Mayor to sign the Agreement

---

### **RECOMMENDED ACTION**

It is recommended that the City Council approve the Agreement with Rowland Bernal Jr. for City Manager Services and authorizing the Mayor to sign the Agreement.

### **STRATEGIC PURPOSE**

**Long Term Goal L:** City Administration. Provide exemplary City administration.

**Strategy L-11:** Attract and hire highly qualified candidates to fill funded vacant positions.

### **FISCAL IMPACT**

On March 28, 2017, the City Council appointed Ron Bernal as City Manager and directed staff to negotiate an agreement for City Manager Services with Mr. Bernal. During the same meeting, the City Council also approved an Acting City Manager contract with Mr. Bernal with a General Fund budget amendment in the amount of \$13,207 which represents the cost through June 30, 2017. The attached City Manager contract will not need a budget adjustment for the remainder of this fiscal year since there are salary savings in the City Manager budget. The savings is due to the fact that the Legal Secretary did not start in that position until March 20, 2017; therefore, a portion of the Executive Secretary was charged to the City Attorney Budget for a longer period of time. The cost of having to pay for two City Manager positions in Fiscal Year 2018 (the permanent replacement of the City Manager and the severance package of the prior City Manager), is built into the preliminary budget that was brought forth to City Council at the April 25, 2017 Budget Study Session.

### **DISCUSSION**

On March 28, 2017 the City Council appointed Ron Bernal as City Manager; directed staff to negotiate an agreement for City Manager Services with Ron Bernal; and, adopted a resolution approved an employment agreement for Acting City Manager Services with Ron Bernal and amended the fiscal year 2017 General Fund operating budget for the cost of an Acting City Manager. This resolution was put in place to give City Council and Acting City Manager time to negotiate and finalize the City Manager contract.

Mr. Bernal has worked at the City of Antioch since 1998 rising from Junior Civil Engineer to Public Works Director/City Engineer to Assistant City Manager/Public Works Director/City Engineer to Interim City Manager. Mr. Bernal also served as Acting City Manager in December 2013 before the start date of the prior City Manager.

The proposed Agreement with Mr. Bernal includes an annual salary of \$230,000. His benefits are consistent with other Executive Management employees. Mr. Bernal will serve at the pleasure of the City Council majority; although, as is typical for City Manager contracts, he would be entitled to a severance payment if he is terminated without good cause and does not secure comparable employment. The severance payment would be limited to 12 months of salary and health benefits, which is less than the 18-month limit established by state law.

### **ATTACHMENTS**

**A.** Proposed Employment Agreement with Rowland Bernal Jr.

Exhibit 1: City of Antioch Management Benefit Document October 1, 2016 through September 30, 2021

**CITY OF ANTIOCH  
AGREEMENT WITH ROWLAND BERNAL JR. FOR  
CITY MANAGER SERVICES**

The Agreement (“Agreement”), dated for reference purposes only the 9<sup>th</sup> day of May, 2017, is made and entered into at Antioch, California by and between the City of Antioch, California (“City”) and Rowland Bernal Jr. (“Bernal”).

**RECITALS**

**WHEREAS**, the City requires the services of a person with proven executive and administrative qualifications to fill the position of City Manager; and

**WHEREAS**, the City, acting by and through its City Council, desires to employ the services of Bernal as City Manager and to appropriately compensate him for such services; and

**WHEREAS**, Bernal desires to be employed by the City as City Manager for appropriate compensation and conditions of employment;

**NOW, THEREFORE**, in consideration of the mutual promises, terms and conditions contained in this Agreement, the parties agree as follows:

**Section 1 – Appointment.** The City agrees to employ and appoint Bernal to the position of City Manager for the City of Antioch, California upon the commencement of the Term defined below and does hereby confer upon and delegate to Bernal all of the duties, powers, and responsibilities of City Manager as the same are set forth in State law, the City of Antioch Municipal Code, the ordinances, resolutions, policies, rules and regulations existing thereunder, and the provisions of this Agreement (“the Services”). Bernal accepts employment as City Manager and agrees to serve as such. Bernal serves at the pleasure of a majority of the City Council, and nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the City Council to terminate the services of Bernal at any time, subject only to the provisions of this Agreement.

**Section 2 – Term.**

- A. The initial term of this Agreement shall be for a period of twelve (12) months beginning 12:00 a.m. May 9, 2017 and shall continue until 12:00 a.m. May 9, 2018 (the “Initial Termination Date”).
- B. This agreement shall automatically renew as provided herein unless the City gives the City Manager timely notice of non-renewal. The City must give the City Manager written notice of non-renewal at least 90 days prior to the Initial Termination Date. Unless such notice of non-renewal is timely given, this Agreement shall automatically renew for an additional one-year Term or for such

other term as agreed upon by the parties, which may be negotiated at any time prior to the Initial Termination Date.

**Section 3 – Duties.** Bernal's employment shall be Full Time. As City Manager, Bernal shall perform the duties and functions of the City Manager identified in State Law, Antioch Municipal Code, the ordinances, resolutions, policies, rules and regulations existing thereunder and other duties and functions as the City Council may assign. Bernal accepts employment subject to the terms and conditions of this Agreement and agrees: (1) to perform all such duties and functions in a professional and ethical manner to the best of his skill and ability; (2) and to use his best efforts to promote and advance the interests and the City Council's goals and objectives.

Bernal understands and agrees that the position of City Manager is not a part time position and will require Bernal to work greater than a customary forty hour week. Although City Hall is generally open to the public during regular set work hours, Bernal shall perform his obligations as full time City Manager during regular work hours and on such evenings, weekends and other times as are necessary. Bernal also acknowledges that the position of City Manager is a position of high visibility before the public and agrees that he shall conduct himself before the public and City staff, both during and outside of regular working hours, in a manner that reflects favorably on the City.

The parties acknowledge that Antioch is a general law city that operates under a Council-Manager form of government and that the City Manager is therefore vested with responsibility for the administration of all City finances and operations in accordance with the City's ordinances, policies and budgets passed by the City Council. Such responsibility includes but is not limited to the authority, without interference from the City Council, to hire, manage, promote, discipline and terminate all non-elected City employees, except the City Attorney, in accordance with any active collective bargaining agreements and the laws and ordinances to which the City is subject, whether local, state or federal.

**Section 4 – No Other Employment.** Bernal agrees not to undertake any other employment during the term of this Agreement. Bernal further agrees to confer with the City Council before undertaking any non-paid projects for organizations other than the City which may require a substantial time commitment by Bernal.

**Section 5 – Termination by Bernal.** Bernal may terminate this Agreement and resign as City Manager at any time, for any reason, upon 45 days prior written notice to the City. Upon receipt of written notice from Bernal, the City may elect to immediately remove Bernal from his position as City Manager or to allow Bernal to remain as City Manager for all or any part of the notice period. If the City removes Bernal from his position as City Manager prior to the expiration of notice period, the City will pay Bernal an amount equal to the salary and benefits that Bernal would have received if he had remained in the City Manager position until the expiration of notice period, less legally required withholdings. If the City advises Bernal that he should continue to perform his

duties and functions as City Manager during the notice period, and Bernal fails to do so, Bernal will receive no salary or benefits after the last date on which he actually performs his City Manager duties and functions.

### **Section 6 – Termination by City.**

- A. Termination for Good Cause. The City Manager may be discharged for Good Cause. Good Cause includes, without limitation, and as determined in the reasonable discretions of the City, any of the following: (1) insubordination, (2) dishonesty, (3) embezzlement, (4) violation of Federal, State or local requirements pertaining to conflict of interest, (5) conviction of a criminal act, (6) involvement in any act involving moral turpitude that would compromise Bernal's effective performance as City Manager, (7) taking a position adverse to the interests of the City without the City's prior written consent, (8) violation of any fiduciary duty owed to the City, (9) failure to abide by the employment restrictions under this Agreement, (10) failure to observe or perform any of his duties and obligations under this Agreement, if that failure continues for a period of thirty (30) days after Bernal receives written notice from the City Council specifying the acts or omissions deemed to constitute that failure.

If the City elects to terminate this Agreement for Good Cause, it will pay Bernal for all earned pay and accrued, unused vacation leave at the time it notifies Bernal of the termination decision, less legally required withholdings. Bernal will be entitled to no pay or benefits after the date that the City notifies him that this Agreement and his employment by the City are being terminated for Good Cause. If the City Council intends to terminate this Agreement for Good Cause, it will provide notice of its intention to Bernal with a written explanation of the basis for that decision, sent to Bernal's last known home address at least 10 days prior to the City Council meeting in which the termination will be considered. Bernal will have the right to meet with the City Council for the purposes of discussing the basis for his proposed termination for Good Cause prior to a final vote on his termination, which will take place in closed session unless Bernal timely exercises any right he possesses under Government Code section 54957(b)(1)-(2), if applicable. In order to exercise his right to meet with the Council, Bernal must provide a written request to meet to the Mayor of the City and the City Attorney within five days of the date of the meeting in which termination of employment will be considered. Failure to timely provide such written notice shall constitute a waiver of the right to be heard. Unless he timely exercises his right under Government Code section 54957(b)(1)-(2), to the extent those provisions are applicable, Bernal shall have no right to be heard publicly by the City Council prior or subsequent to a final vote on his termination and hereby waives any right to be heard publicly under the Antioch Municipal Code; provided however that no provision of this Agreement shall constitute a waiver of Bernal's rights in law or equity to recover damages caused by an abuse of this provision by the City.

- B. Termination without Good Cause. If the City elects to terminate this agreement and Bernal's employment without Good Cause as defined in this Agreement, it shall not be required to provide any reasons for that decision to Bernal or anyone else. Notice of Termination Without Cause shall be provided in writing.

The City will pay Bernal for all earned pay and accrued, unused vacation benefits up to but not including the effective date of termination, less legally required withholdings. Additionally, the City will pay Bernal his monthly salary and health benefits amount (meaning just what is known as the flexible benefits or cafeteria plan amount) at the rate he is earning on the date he is given notice that this Agreement and his employment are being terminated, less legally required withholdings ("severance payment") for twelve (12) months following such notice or until he receives comparable employment within such time, at which point the severance payments shall be discontinued. "Comparable employment" shall mean employment paying seventy-five (75%) or more of his then current city manager salary.

- C. Bernal shall not be entitled to any severance payment if he is terminated, resigns or retires following his arrest for a felony or a crime of moral turpitude or for a documented incident of dishonesty affecting the affairs of the City. Further, pursuant to Article 2.6 of Division 2 of Title 5 of the California Government Code (section 43243 et seq.), if Bernal is convicted of a crime involving abuse of his position, as defined under State law, he shall not be entitled to paid leave during the investigation, any cash settlement paid related to termination, or any severance payment and Bernal shall reimburse the City any such salary or benefits or payments provided in this circumstance.

**Section 7 – Inability To Perform Essential Duties and Functions.** Bernal agrees that if he is unable to perform the essential duties and functions of the City Manager position for any reason for more than 120 consecutive calendar days, the City may terminate this Agreement. If the City elects to terminate this Agreement based on Bernal's inability to perform the essential duties and functions of the City Manager position, it will so advise Bernal in a writing sent to Bernal's last known home address. Such termination shall not be deemed termination for "Good Cause" as defined in this Agreement, unless Bernal chooses to contest the termination pursuant to Section 6.A above. At the time the City provides such notice, it will pay Bernal for all earned pay and accrued, unused vacation benefits, less legally required deductions. However, Bernal will not be entitled to any severance payments described above pursuant to Section 6.B. of this Agreement.

If termination of this Agreement is the result of the death of Bernal, the City shall pay all salary and benefits then due to Bernal's legal heir(s).

## **Section 8 – Compensation.**

- A. **Salary.** The City agrees to pay Bernal for the performance of his duties and functions an annual salary as follows: \$230,000.00. The City Council shall determine annually whether Bernal shall be granted a cost of living adjustment (COLA) provided other Executive Management employees and whether Bernal shall be granted any additional salary increase.

Salary will be paid in installments at the same time that other employees of the City are paid. Bernal shall not be entitled to receive payment or credit for, and City shall not pay or credit Bernal for, overtime, compensated time off in lieu of overtime or other compensation except as expressly provided in this Agreement. Bernal acknowledges that the position of City Manager is exempt from the provision of the Fair Labor Standards Act (FLSA).

- B. **Benefits.** During the term of this Agreement and his employment hereunder, Bernal shall be entitled to receive benefits on the same terms and conditions as other Executive Management employees of the City as set forth in the current City of Antioch Management Benefit Document (the current City of Antioch Management Benefit Document dated October 1, 2016 through September 30, 2021 is attached as Exhibit 1), unless otherwise set forth in this Agreement.

- Retirement benefits available on the same terms and conditions as other Executive Management employees under classic PERS of 2.7 at 55, which currently includes paying 1.0% of the employee's PERS contribution and reimbursing the City for 7.0% of the employer's PERS contribution or as may be amended through the Management Benefit Document for Executive Management employees.
- Bernal is entitled to the City of Antioch's Medical-after-Retirement benefit.

Except as expressly set forth in this Agreement, Bernal shall not be entitled to nor be paid for any other benefits available to non Executive Management employees of the City.

## **Section 9 – Performance Evaluations.**

- The City Council recognizes that for the City Manager to respond to its needs and to grow in the performance of the City Manager's job, the City Manager needs to know how the City Council members evaluate the City Manager's performance. To assure that the City Manager gets this feedback, the City Council shall conduct an evaluation of the City Manager's performance on or about the six (6) month anniversary of the initial term of this agreement stated in Section 2.A. – Term. The City Council and the City Manager shall jointly define goals and performance objectives which they deem necessary for the proper operation of the City in the attainment of the City Council's policy objectives, and

shall establish the relative priority among the various goals and objectives. The City Council shall review and provide the City Manager with a written evaluation of his performance based on criteria established by the City Council with the City Manager's assistance. The City Council and the City Manager shall jointly establish written performance goals and objectives within the first 30 days of the initial term of this agreement stated in Section 2.A. - Term for the balance of the first year of the City Manager's service.

- The City Council shall conduct such evaluation and goal-setting at least annually thereafter. In the annual evaluation, the Council and City Manager shall jointly define such goals and performance objectives and shall further establish a relative priority among those goals and objectives. The City shall review and consider Bernal's performance as City Manager at least annually as close as reasonably possible to the expiration of each twelfth month of this Agreement. The review shall be discussed with Bernal and reduced to writing.

**Section 10 - Confidential Information.** Bernal agrees that he will not reveal any confidential information about the City, City Officials, or City employees that he learns while performing the duties and functions of City Manager.

**Section 11 – City Property.** Bernal agrees that all materials, regardless of their form, that he receives, creates or produces in connection with this Agreement and/or his employment as City Manager are and will remain the exclusive property of the City. Bernal will immediately deliver all originals of such materials to the City that are in his possession or control upon termination of this Agreement.

**Section 12 – Assistance in Litigation.** Bernal agrees that he will furnish information and proper assistance to the City as it may reasonably require with any litigation in which it is or may become involved, either during or after the termination of this Agreement. Bernal further agrees that he will not discuss, reveal or convey any information or documents pertaining to the City to any person or entity, or to any attorney for or representative of any person or entity, with actual or potential claims adverse to the City except pursuant to duly issued legal process or as otherwise authorized by the City. Bernal agrees to notify the City immediately upon receipt of any legal process pertaining to the City. This provision shall not apply to any criminal investigation targeting any City official or employee.

**Section 13 – Governing Law.** This Agreement will be construed and enforced in accordance with the laws of the State of California.

**Section 14 – Headings.** The headings used in this Agreement are provided for convenience only and may not be used to construe meaning or intent.

**Section 15 – Assignment.** Neither this Agreement nor any interest in this Agreement may be assigned.

**Section 16 – Severability.** If any provision or portion of this Agreement is held to be invalid or unenforceable, this Agreement, including all of the remaining terms, will remain in full force and effect as if such invalid or unenforceable provision(s) or portion(s) had never been included.

**Section 17 – Notices.** Notices pursuant to this Agreement will be deposited with the United States Postal Service, postage prepaid and addressed as follows:

City:  
Mayor's Office  
City of Antioch  
P.O. Box 5007  
Antioch, CA 94531- 5007

With a copy to: City Attorney  
City of Antioch  
P.O. Box 5007  
Antioch, CA 94531 – 5007

Bernal:  
Rowland Bernal, Jr.  
4216 Rocky Point Drive  
Antioch, CA 94509

**Section 18 – Modification.** This Agreement may only be modified by a writing executed by the parties, the City Council having approved the modification on behalf of the City.

**Section 19 – Entire Agreement.** This Agreement supersedes any and all other agreements, either oral or in writing, and contains all agreements between Bernal and the City regarding his employment as City Manager. Bernal and the City agree that no representations, inducements, promises or agreements, oral or otherwise, have been made to either party, or anyone acting on behalf of either party, which are not stated herein, and that no agreement, statement, or promise not contained in this Agreement will be valid or binding on either party.

**Section 20 – Effective Date.** The effective date of this Agreement is the date this document is executed by the Mayor on behalf of the City; and all salary and other compensation benefits shall be paid in accordance to the first day that is referenced in Section 2.A. - Term.

(Signatures on following page)

City of Antioch

By: \_\_\_\_\_ Date: \_\_\_\_\_.  
Sean Wright, Mayor

Approved as to form:

\_\_\_\_\_ Date: \_\_\_\_\_.  
Michael Vigilia, City Attorney

Attest:

\_\_\_\_\_ Date: \_\_\_\_\_.  
Arne Simonsen, City Clerk of the City of Antioch

By: Rowland Bernal Jr. Date: 5/3/17  
Rowland Bernal Jr.

**CITY OF ANTIOCH**

**MANAGEMENT UNIT**

**BENEFIT DOCUMENT**

**OCTOBER 1, 2016 - SEPTEMBER 30, 2021**

# TABLE OF CONTENTS

<b>1. COMPENSATION</b>	4
A. Salaries	4
B. "Me Too" Clause	4
C. Acting Pay	6
D. Special Assignment Pay	6
E. Equity Adjustments for Water Treatment Plant Classifications	6
F. Benefit Deduction	6
<b>2. HEALTH &amp; WELFARE BENEFITS</b>	7
A. Medical Insurance	7
B. Dental Insurance	7
C. Life Insurance	7
D. Long-Term Disability (LTD) Insurance	8
E. Vision Care Insurance	8
F. Employee Assistance Program	8
G. Gym/Health Club Reimbursement Program	8
H. Flexible Benefits (Cafeteria) Plan	8
I. Non-Industrial Disability	12
J. Industrial Disability	12
<b>3. RETIREMENT BENEFITS</b>	13
A. Public Employees' Retirement System (PERS)	13
B. Medical-After-Retirement	13
C. Deferred Compensation	13
<b>4. LEAVES</b>	14
A. Holidays	14
B. Floating Holidays	14
C. Vacation	14

D. Sick Leave .....	16
E. Family and Medical Care Leave .....	17
F. Leave Without Pay .....	17
G. Military Leave .....	18
H. Jury Duty .....	18
I. Bereavement Leave .....	18
J. Administrative Leave .....	19
K. Holiday Closure Program .....	20
<b>5. DEPARTMENT HEAD PROVISIONS .....</b>	<b>21</b>
A. Notice Prior to Termination .....	21
B. Notice of Separation .....	21
<b>6. MISCELLANEOUS .....</b>	<b>22</b>
A. Auto Allowance .....	22
B. Standby .....	22
C. Safety Shoes .....	22
D. Safety Jackets and Hats .....	23
E. Educational Incentive .....	23
F. Retiree Medical Committee .....	23
 Appendix A: RE: Sample Flexible Benefit Plan Increase.....	 25

CITY OF ANTIOCH

MANAGEMENT EMPLOYEES' BENEFIT DOCUMENT

October 1, 2016 - September 30, 2021

1. COMPENSATION

All cost-of-living and equity adjustments shall become effective on the first day of the pay period closest to the effective date of the adjustment.

A. Salaries

The salary increases below shall apply to all classifications in the bargaining unit including the Water Treatment Plant Superintendent, Water Treatment Plant Supervisor and the Water Quality Analyst. The requirement of resolution 2010/79 shall not apply to the Water Treatment Plant Superintendent, Water Treatment Plant Supervisor and the Water Quality Analyst from October 1, 2016 to September 30, 2021.

Effective the first full pay period after October 1, 2016, an across the board increase of 2.50% shall be implemented for all classifications in the bargaining unit.

Effective the first full pay period after October 1, 2017, an across the board increase of 3.00% shall be implemented for all classifications in the bargaining unit.

Effective the first full pay period after October 1, 2018, an across the board increase of 2.75% shall be implemented for all classifications in the bargaining unit.

Effective the first full pay period after October 1, 2019, an across the board increase of 2.00% shall be implemented for all classifications in the bargaining unit.

Effective the first full pay period after October 1, 2020, an across the board increase of 3.00% shall be implemented for all classifications in the bargaining unit.

B. "Me Too" Clause

During the term of this Agreement, the parties agree that increases/decreases negotiated with either Local 1 or OE3 will be implemented for this Unit, excluding

salary increases for the classifications of Water Treatment Plant Superintendent, Water Treatment Plant Supervisor, and Water Quality Analyst, for the period of October 1, 2016 through September 30, 2021. This Agreement will be reopened to determine the allocation of the percentage increase/decrease of the total package for the bargaining unit represented by either Local 1 or OE 3.

- The Management Unit shall select which bargaining unit's total package shall be used. However, in the event that a higher total package value is negotiated with one unit over another, the Management Unit shall receive the value of the single highest package, not a cumulative total of both package values – e.g., One unit receives 2.5% and one unit receives 2.7%, Management shall receive 2.7%, NOT 5.2%. The intent of this provision is for the Management Unit to be compensated equitably/equally to the bargain groups that they manage.
- The percentage increase/decrease of the total package shall be determined by the City's Finance Department. The Finance Department's determination is final and not appealable.
  - The percentage increase/decrease shall be determined by modifications to the following benefits.
    - Salaries
    - The change in contributions to the flexible benefit/cafeteria plan
    - Modifications to the contributions to retirement
      - PERS
      - Deferred Compensation
    - Holidays
    - Vacation
    - Sick Leave
- The parties will mutually agree to the allocation of the percentage increase/decrease of the total package; however, any benefit changes mandated by the City Council shall be incorporated in the allocation agreement. The Management Unit will always retain the option to take the compensation increase/decrease in the exact same way that the respective bargain unit has as long as it is legal for them to do so.

Examples: If there is a three percent (3%) total package increase negotiated with either Local 1 or OE3, the Management group shall receive a three percent (3%) increase. The determination of the allocation of the increase (all salary, salary increase and deferred

compensation increase, etc.) shall be negotiated. However, if the City Council mandates a change to a certain benefit, such as holidays, the mandated benefit change is not negotiable and shall be implemented.

C. Acting Pay

1. Management employees who are required to work in a higher classification are entitled to, after having previously worked in the higher class for a cumulative total of forty (40) hours, or those working on a 9/80 schedule either thirty-six (36) or forty-four (44) hours, a minimum of Step A of the higher classification pay range or five percent (5%) additional compensation, whichever is greater. At no time shall the Acting Pay exceed the maximum of the salary range established for the higher classification. To be entitled to Acting Pay, the employee must assume substantially all of the day-to-day duties of the higher position for a period of at least forty (40) continuous hours.
2. Deputy or Assistant Department Heads are eligible for acting pay only for department head absences in excess of thirty (30) calendar days. Acting as department head for shorter periods of time is considered to be a regular duty for which the employee is compensated in regular base salary.

D. Special Assignment Pay

The City Manager may authorize either two and one-half percent (2-1/2%) or five percent (5%) to any employee designated to be on special assignment.

E. Equity Adjustments for Water Treatment Plant Classifications

The Water Treatment Plant Superintendent top step will remain at 19% above the Water Treatment Plant Supervisor and Water Quality Analyst top step.

The Water Treatment Plant Supervisor and Water Quality Analyst top step will remain at 11.5% above the top step of Water Treatment Operator with certificate.

- F. Benefit Deduction – The Union and the City agree to implement a two times a month deduction for employee benefit contributions in January of the year following mutual agreement of all labor organizations to a two times a month benefit deduction.

## 2. HEALTH & WELFARE BENEFITS

### A. Medical Insurance

The City contracts with the Public Employees' Retirement System (PERS) for the purpose of providing medical insurance benefits for active employees and eligible retired employees. Eligibility of active and retired employees and the dependents of active and retired employees to participate in this program shall be in accordance with regulations promulgated by PERS and the City's Medical- After-Retirement Policy.

1. The City shall pay the PERS required Minimum Employer Contribution per month on behalf of each active and retired employee who participates in the City's health insurance plans.
2. Except as provided herein, employees shall purchase medical insurance through the PERS Medical Program. Represented employees who have medical insurance coverage from another source may, by providing written proof of such alternative coverage to the City, opt out of the PERS Medical Program. Employees who opt out of the PERS Medical Program shall be required to provide written confirmation of alternative coverage annually thereafter, during the PERS open enrollment period. If such confirmation is not provided, the employee shall be required to enroll in the PERS Medical Program.

### B. Dental Insurance

1. The City shall make dental insurance available to active employees and the eligible dependents of active employees.
2. Except as provided herein, employees shall be required to enroll in the Dental Plan. Employees who have dental insurance coverage from another source may, by providing written proof of such alternative coverage to the City, opt out of the Dental Plan. Employees who opt out of the Dental Plan shall be required to provide written confirmation of alternative coverage annually thereafter, during the Dental Plan open enrollment period. If such confirmation is not provided, the employee shall be required to enroll in the Dental Plan.

### C. Life Insurance

1. The City shall make available a group life insurance policy for each employee in an amount equal to two times the employee's base salary, to a maximum of \$250,000, effective on the first day of the month following the date of hire. Employees shall be required to enroll in this life insurance policy.

2. Supplemental life insurance shall be available. Enrollment in the supplemental life insurance program is optional.

D. Long-Term Disability (LTD) Insurance

1. The City shall make a LTD Insurance Plan available for all employees. Under this Plan, an employee shall receive two-thirds (2/3) of salary after a ninety (90) day waiting period.
2. Enrollment in the LTD Insurance Plan is mandatory.
3. In no event shall the employee receive disability benefits in conjunction with sick leave, vacation, comp time, floating holidays or any other leave that will exceed his/her gross monthly salary.

E. Vision Care Insurance

1. The City shall make available to employees and the dependents of employees Options I, II, and III of the City of Antioch Vision Plan administered by Medical Eye Services, Inc.
2. Enrollment in the Vision Care program is optional.

F. Employee Assistance Program

1. The City shall make available to employees the City's current Employee Assistance Program (EAP).
2. Enrollment in the EAP is mandatory.

G. Gym/Health Club Reimbursement Program

1. The City shall make available a Gym/Health Club Reimbursement Program that provides a partial reimbursement to employees who provide the City with written verification of regular membership in a health club or commercial gym.
2. Employees who provide written proof of membership pursuant to paragraph 1, above, may receive up to \$27.00 per month, not to exceed 100% of the cost of such membership, on an after-tax basis.

H. Flexible Benefits (Cafeteria) Plan

1. Effective January 1, 2014, the City shall make the following contributions to the Flexible Benefits Plan on behalf of employees:

- a. For each Executive Management employee who is eligible for employee only medical coverage, the City shall contribute \$830.62 per month.

For each Senior and Mid-Management/Professional employee who is eligible for employee medical coverage, the City shall contribute \$792.40 per month.

- b. For each Executive Management employee who is eligible for two (2) party medical coverage, the City shall contribute \$1,288.97 per month.

For each Senior and Mid-Management/Professional employee who is eligible for two (2) party medical coverage, the City shall contribute \$1,250.64 per month.

- c. For each Executive Management employee who is eligible for family medical coverage, the City shall contribute \$1,601.51 per month.

For each Senior and Mid-Management/Professional employee who is eligible for family medical coverage, the City shall contribute \$1,569.62 per month.

- d. Effective each January 1 for the duration of this agreement, the amounts specified in Section H. 1a. 1b. and c. of this Document will be increased by the amounts determined pursuant to the following procedures:

- i. At least thirty (30) days prior to the beginning of the annual open enrollment period, the City shall determine which of the City offered medical and dental plans have the highest percentage of employees enrolled on a City-wide basis for each coverage level offered by the City.

- ii. The City shall add the dollar amounts of the announced premium increases for each coverage level, to become effective in the following plan year, for the appropriate two plans, to obtain the total dollar increase for the most densely populated medical and dental plans at each coverage level.

- iii. The City then shall divide the sum of the increases by the total current City contribution to the cafeteria plan for each of the appropriate two plans at each tier of coverage to determine the percentage amount of the medical and dental increases. This calculation shall

be completed for each level of coverage offered by the City.

- iv. The City would then increase the amounts provided in Section H. 1a. 1b. and 1c of this Document by 50% of the percentage increases determined above, up to 50% of a maximum annual increase of \$2,000 (a \$1,000 increase to the City's annual contribution).

If the annual increase exceeds \$2,000 the City will increase the amounts provided in Section I.2.a, b and c of this Document by 50% of the \$2,000 (\$1,000) and 100% of any amount above \$2,000.

Refer to Appendix "A" for example of calculation.

The City agrees that an employee's actual out-of-pocket costs due to premium increases in the Cafeteria Plan shall not exceed a cumulative total of \$1,000 in any year of this Agreement and shall not exceed a cumulative total of \$5,000 for the term of this Agreement.

The cumulative limits apply only to the impact of premium increases related to the most populated health and dental plans (those used to calculate the Cafeteria Plan contribution) and the increase in all other minimum and/or required premiums included in the Cafeteria Plan. The \$1,000 and \$5,000 cumulative limits do not apply to additional expenses, which are the result of enhanced benefit selection.

2. Effective January 1, 2019, the City shall make the following contributions to the Flexible Benefits Plan on behalf of employees. These contributions include the Minimum Employer Contribution (MEC) required by CalPERS:
  - a. For each employee who is eligible for employee only medical coverage, the City shall contribute ninety five percent (95%) of the Kaiser single rate and per month.
  - b. For each employee who is eligible for two (2) party medical coverage, the City shall contribute ninety five percent (95%) of the Kaiser two (2) party rate per month.
  - c. For each employee who is eligible for family medical coverage, the City shall contribute ninety five percent (95%) of the Kaiser family rate per month.
  - d. In addition to the City contributions above, the City shall make an additional contribution to the flexible benefit plan on

behalf of the employee equal to the 100% of the premium for the most densely populated City-wide dental plan at that level (single, two-party or family).

- i. The most densely populated dental plan shall be determined at least thirty (30) days prior to the beginning of the annual open enrollment period, the City shall determine which of the City offered dental plans has the highest percentage of employees enrolled on a City-wide basis for each coverage level offered by the City.
3. Each employee shall receive a written notice during the month of open enrollment for medical insurance each year as to how the monies in his or her Flexible Benefits Account are to be expended during the ensuing plan year. Thereafter, except as provided in the Flexible Benefits Program Plan Document, no changes to the designations so made shall be allowed until the enrollment period of the following plan year.
- a. During the designated Open Enrollment Period each year, each employee must satisfy the mandatory and conditional enrollment obligations specified in this Article. In addition, each employee may enroll in the various optional programs offered under the Flexible Benefit Plan.
  - b. If the costs of an employee's selections exceed the City's monthly contributions, the difference shall be deducted from his/her wages, to be deposited into the Flexible Benefit Plan to cover the cost of such selections.
  - c. If the costs of an employee's selections under the Flexible Benefit Plan are less than the City's monthly contribution on that employee's behalf, the unused money will be split, with one-half (1/2) of the unused money going to the employee as wages each month and one-half (1/2) of the money reverting to the City.
  - d. Each employee shall be responsible to provide immediate written notification to the City regarding any change to the number of his or her dependents that affects the amount of the City's monthly contributions on the employee's behalf. Changes to the City's contribution rate shall take effect at the start of the first pay period in the month preceding the month in which the eligible dependent is either added or deleted under the plan.
  - e. The City will not treat the employee share of premium payments within the Flexible Benefits Program as

compensation subject to income tax withholding unless the Internal Revenue Service or the Franchise Tax Board indicate that such contributions are taxable income subject to withholding. The City shall treat any cash payments to the employee as compensation subject to applicable local, State and Federal tax regulations and shall withhold and report such taxes as required by law. Each employee shall be solely and personally responsible for any Federal, State or local tax liability of the employee that may arise out of the implementation of this section.

4. Employees hired by the City after December 31, 2018, cash back in lieu of benefits shall be limited to \$250 per month.

I. Non-Industrial Disability

1. In the event of a non-industrial illness or injury, the employee is required to use all but forty (40) hours of accumulated sick leave before long-term disability benefits begin. If sick leave is exhausted before the end of the 90-calendar-day waiting period, vacation, compensatory time and floating holidays may be used. The employee also may use vacation, compensatory time and floating holidays beyond the 90-calendar-day waiting period to extend the time in which full salary can be received.
2. Medical, dental and life insurance shall be paid by the City during the first six (6) months of an unpaid leave of absence.

J. Industrial Disability

1. Compensation benefits shall be determined and paid in accordance with the Workers' Compensation Laws of the State of California except that the City shall pay full salary during the first thirty (30) calendar days of such disability. After the first thirty (30) calendar days of such disability, the employee may use accumulated sick leave in conjunction with Workers' Compensation benefits to extend full salary. Employee may also choose to use accumulated vacation or compensatory time for such purposes. After the first thirty (30) calendar days, the employee is eligible for long-term disability insurance benefits in conjunction with Workers' Compensation benefits. Long-term disability benefits shall be paid in accordance with the provisions of the long-term disability insurance plan unless the employee is using sick leave, vacation or compensatory time.

2. Medical, dental and life insurance premiums shall be paid by the City for up to one year during an industrial injury leave.

### 3. RETIREMENT BENEFITS

#### A. Public Employees' Retirement System (PERS)

All regular status employees hired prior to January 1, 2013, and PEPRA legacy/classic members, shall be provided coverage in the Public Employees' Retirement System (PERS) with the benefit formula of 2.7% @ 55 and Single Highest Year Final Compensation Period. Employees shall pay eight percent (8%) of the PERS Employer Contribution. The City shall pay the remainder of the PERS Employer Contribution, and all eight percent (8%) of the Employee Contribution (EPMC). The City shall report the EPMC to PERS as reportable compensation for retirement calculation purposes.

Regular status employees hired on or after January 1, 2013, who will be new members of CalPERS, and who were not in a reciprocal system, will be required to be enrolled in the State-wide formula of 2% @ 62. These employees shall have the Three Year Average Final Compensation Period. In accordance with PEPRA provisions, these employees shall pay a PERS Employee Contribution Rate of 50% of the Normal Cost, as determined annually by CalPERS.

#### B. Medical-After-Retirement

For employees hired prior to September 1, 2007, the City shall provide a Medical-After-Retirement benefit in accordance with the plan on file in the Human Resources Department. The City shall contribute to this Plan a set percentage of salary per month as determined and, as may be changed from time to time, by an actuarial review.

For employees hired on or after September 1, 2007, the City will contribute One point Five percent (1.5%) of the employee's base monthly salary toward the Medical-After-Retirement Account (MARA). In the event the impacted employees in the bargaining unit agree to make a mandatory contribution of Two point Five percent (2.5%) of the employee's base monthly salary toward the Medical-After-Retirement Account, the City will match such contribution up to an additional One percent (1.0%). The City's total contribution per employee will not exceed Two point Five percent (2.5%). In accordance with the MARA plan document, all impacted employees must participate in the 2.5% contribution. It is not an individual choice.

#### C. Deferred Compensation

1. For the term of this agreement the City shall contribute an amount equal to five percent (5%) of base salary to a deferred compensation account for each Executive Management employee.

Executive Management employees are those so designated on the Management salary schedule.

2. For the term of this agreement the City shall contribute an amount equal to two percent (2%) of base salary to a deferred compensation account for each Senior Management and Mid-Management/Professional employee. When contributions are reinstated, the minimum contribution shall be no less than Fifty Dollars and No/100ths (\$50.00) per month.

#### 4. LEAVES

##### A. Holidays

The City shall observe the following holidays:

<u>Holiday</u>	<u>Date</u>
New Year's Day	January 1st
Martin Luther King Jr.'s Birthday	3rd Monday, January
Lincoln's Birthday	February 12th
Washington's Birthday	3rd Monday, February
Memorial Day	Last Monday, May
Independence Day	July 4th
Labor Day	1st Monday, September
Veteran's Day	November 11th
Thanksgiving	4th Thursday, November
Day after Thanksgiving	Day after Thanksgiving
Christmas Eve	December 24th
Christmas Day	December 25th

If a holiday falls on a Saturday, the preceding work day shall be observed; if the holiday falls on a Sunday, the following work day shall be observed.

##### B. Floating Holidays

The City shall provide two (2) floating holidays per year except that employees with less than six (6) months' service in a calendar year but at least two (2) months' service are eligible for only one. Floating holidays must be taken within the calendar year earned and in full-day (8-hour) increments. (Resolution 81/266).

##### C. Vacation

Executive Management employees shall be credited with fifteen (15) days of vacation leave on their date of hire for the first year and shall accumulate vacation thereafter as follows:

1. 4.615 hours per bi-monthly pay period from the start of the second year through the third year of service (15 days per year).  
  
6.154 hours per pay period from the start of the fourth year through the ninth year of service (20 days per year).  
  
7.077 hours per pay period from the start of the tenth year through the fourteenth year of service (23 days per year).  
  
7.692 hours per pay period from the start of the fifteenth year through the nineteenth year of service (25 days per year).  
  
9.230 hours per pay period from the start of the twentieth year of service (30 days per year.).
2. Senior Management and Mid-Management/Professional Employees; shall earn vacation leave as follows:  
  
3.385 hours per bi-monthly pay period from the date of initial hire through the fourth year of service (11 days per year).  
  
4.615 hours per pay period from the start of the fifth year through the ninth year of service (15 days per year).  
  
5.539 hours per pay period from the start of the tenth year through the fourteenth year of service (18 days per year).  
  
6.154 hours per pay period from the start of the fifteenth year through the nineteenth year of service (20 days per year).  
  
7.692 hours per pay period from the start of the twentieth year of service (25 days per year).
3. New employees shall complete six (6) months of service with the City before being eligible to take vacation time.
4. Employees may earn vacation credit up to a maximum accumulation for 24-months' (2-years') service. At that point, the employee earns no further vacation credit until the employee uses some of the accumulated credit. If such accumulation of credit involves two different rates of accumulation, such as would occur on the 5th, 10th, and 20th years of service, the higher rate of accumulation will be used for the 24-month figure. (Memo dated 5/10/76 to all Department Heads).
5. With the City Manager's approval, Executive Management employees will be allowed to cash out up to 80 hours of their annual vacation accrual during each calendar year.

With the City Manager's approval, Senior and Mid-Management/ Professional employees will be allowed to cash out up to 40 hours of their annual vacation accrual during each calendar year.

D. Sick Leave

1. Sick leave is a privilege granted to regular and probationary employees to allow the continuation of pay and fringe benefits in case of personal illness or emergency for family. Sick leave is not an earned right to be taken as earned vacation. Sick leave is accumulated at the rate to 3.692 hours per bi-weekly pay period (twelve days per year) with unlimited accumulation.
2. Charge for sick leave used shall be on the basis of a minimum of one-quarter (1/4) hour and in one-quarter (1/4) hour increments thereafter provided, however, that sick leave shall be charged for only those hours when the employee was absent from work. Sick leave may not be used before it is earned.
3. If sick leave is used for purposes other than legitimate illness, it constitutes an abuse of privilege and can be considered employee dishonesty.
4. In order to receive compensation when absent on sick leave, the employee shall notify his/her immediate supervisor as close as possible to the time set for beginning the work duties.
5. Where leave abuse or excess is suspected, employee may be required to furnish reasonable acceptable evidence, including a doctor's certificate or other agreed upon form of verification, when the employee has been given prior written notice of excessive use of sick leave or the City can show cause to dispute the validity of the sick leave claim.
6. Sick leave may be used only in the following situations:
  - a. When actual illness, injury or disability of the employee prevents the employee from performing his/her regular duties.
  - b. Employees may use a maximum of six (6) days of Kin Care per calendar year to attend to a child, parent, spouse, domestic partner, or a domestic partner's child. Leave can be used for illness, doctor appointments, parent-teacher conference, or if the sitter is ill. An employee who maintains at least one hundred twenty (120) hours of accumulated sick

leave may use additional days. Leave for this purpose may not be taken until it has actually accrued.

- c. Sick leave may be used for medical and dental appointments when other arrangements cannot be made.

#### Sick Leave Upon Termination

An employee who terminates with at least ten (10) years of consecutive service shall receive payment for forty percent (40%) of his/her unused sick leave up to a maximum of forty (40) days.

#### Conversion

At the end of each calendar year if the employee has used less than five (5) days of sick leave, he/she may convert up to twelve (12) days of current unused sick leave to vacation or cash on a 3-1 ratio providing such conversion does not reduce sick leave balance to less than two hundred fifty (250) hours. Sick leave not converted shall continue to accumulate to the member's account.

#### E. Family and Medical Care Leave

Family and Medical Care Leave shall be as mandated by State and Federal Law and as provided by the City of Antioch Family Care and Medical Leave Policy, on file in the Personnel Department.

#### F. Leave Without Pay

1. City Manager may grant a regular employee a leave of absence without pay. No leave shall be granted except upon written request of the employee. Approval shall be in writing. Leave may not exceed one year. Failure on the part of the employee to return promptly at its expiration without just cause shall be cause for termination.
2. Vacation and sick leave shall not accrue during a leave of absence without pay and the employee's anniversary date shall be deferred by the length of such leave.
3. When a leave of absence is due to illness or injury, the City shall pay medical, dental, life, and long-term disability insurance premiums for up to six (6) months.

G. Military Leave

Military leave shall be granted in accordance with State and Federal law. Within limits of military regulation, the City shall have an opportunity to determine when such leave shall be taken.

H. Jury Duty

1. An employee legally required to serve as a juror on a regularly scheduled work day shall be entitled to full pay for any period of time actually so served. An employee legally required to serve as a witness in any judicial proceedings related to his/her employment with the City shall be entitled to full pay for any period of time actually so served. However, this provision shall not apply if the employee is a witness or litigant against the City. A judicial proceeding is defined as, but is not limited to, coroners' inquests and hearings held pursuant to actions pending in either Justice, Municipal, Superior or Federal Courts or other official proceedings to which an employee is subpoenaed, in relation to his/her City employment.
2. Any per diem compensation received by an employee for such service performed on a regularly scheduled work day shall be immediately remitted to the City. Any mileage payments received by such employee shall be retained by the employee. All employees shall promptly report any pending or probable absence due to such service and must report immediately the termination of such service. A copy of jury summons or subpoena will be filed with the City by the employee.

I. Bereavement Leave

1. Time off with pay to arrange and attend funerals and related services of immediate family members (spouse, registered domestic partner, children, step children, registered domestic partner's children, father, mother, step father, step mother, brothers, sisters, mother-in-law, father-in-law, sisters-in-law, brothers-in-law, grandparents, spouse's grandparents and grandchildren, registered domestic partners grandparents and grandchildren) shall be allowed.
2. Employees shall be granted three (3) days off work as bereavement leave. The employee's department head must be notified immediately when bereavement leave will be taken.

J. Administrative Leave

1. Each January, exempt management employees will receive an amount of administrative leave based on their positions as outlines below:

Tier 1: 96 hours

City Attorney  
City Manager  
Assistant City Manager  
Administrative Services Director  
Community Development Director  
Economic Development Director  
Finance Director  
Human Resources Director  
Information Systems Director  
Parks and Recreation Director  
Police Chief  
Public Works Director/City Engineer

Tier 2: 80 hours

Assistant City Engineer  
Deputy City Attorney  
Deputy Finance Director  
Deputy Public Works Director  
Assistant to the City Manager  
Code Enforcement/Asset Recovery Coordinator  
Economic Development Program Manager  
Planning Manager  
Recreation Services Manager  
Recreation Supervisor  
Senior Economic Development Program Manager  
Senior Planner

Tier 3: 40 hours

Accountant I/II  
Animal Services Supervisor  
Building Inspection Services Manager  
Collection Systems Superintendent  
Collection Systems Supervisor  
Code Enforcement Manager  
Finance Services Supervisor  
GIS Coordinator  
Information Systems Project Manager  
Operations Supervisor

Police Communications Supervisor  
Police Records Supervisor  
Project Manager  
Water Distribution Superintendent  
Water Distribution Supervisor  
Water Quality Analyst  
Water Treatment Plant Superintendent  
Water Treatment Plant Supervisor

2. There will be no "cash out" for prior accumulations. Recording of administrative leave under this policy are also not subject to being cashed out or "rolled over" and administrative leave is recorded exclusively on a "use it or lose it" basis for each calendar year.
3. The Department Head may recommend, and the City Manager may approve, additional hours on a case-by-case basis for exempt management employees who work an extraordinary work assignment or occurrence. In January of each year, the City Manager will prepare a report to the City Council identifying by department any positions that received additional hours for the prior year and the related reasons.
4. New exempt management employees shall receive Administrative Leave identified in Paragraph (1) on a proportional or pro rata basis for the calendar year.

K. Holiday Closure Program

Each year of the MOU, the City will determine the organizational necessity for closure of City facilities during the December Holiday Season (the week between December 24 and January 1.) Upon determining the extent of the closure the City will notify, prior to July 15 of the year effected, the Bargaining Unit Representative and offer to meet as to how best effectuate the Holiday closure. In the event the City does not notify the Bargaining Unit Representative prior to July 15 of that year, the City will waive the Holiday Closure Program for that year.

Among the items the parties may discuss is the use and scheduling of vacation, floating holidays and/or compensatory time on the part of employees during the designated time for the Holiday Closure. The City recognizes that on a case-by-case basis, individual employees may have a unique personal situation and the bargaining unit may request that the City review the possibility of non-accrued vacation to be advanced to cover the closure time.

## 5. DEPARTMENT HEAD PROVISIONS

It is the intention of this section to encourage continuity in the leadership of City departments, to ensure fairness to employees, and to foster advance planning for employee recruitment. "Department Head" for the purposes of this section refers to the Police Chief, department heads/directors of departments referenced in Chapter 3 of Title 2 of the Antioch Municipal Code, and the Human Resource Director referenced in Chapter 4 of Title 2 of the Antioch Municipal Code, but not including the City Manager or City Attorney. Department heads serve at the pleasure of the City Manager and nothing shall prevent, limit or otherwise interfere with the right of the City Manager to terminate the services of a department head at any time, subject only to the provisions set out herein.

### A. Notice Prior to Termination

1. In the event that a department head is terminated at any time, the City Manager shall give the department head six (6) months' advance notice of such termination. In the event of any department head terminated for cause, there shall be no advance notice requirement. For the purposes of this document, "cause" means an action involving moral turpitude, conviction of a crime other than a minor traffic violation, any act of dishonesty, gross carelessness or misconduct, or an unjustifiable neglect of duties.
2. Recognizing the unique aspects of the position of Police Chief, if the Police Chief is terminated, the above advance notice provisions shall apply, along with a requirement that the City pay severance in the form of monthly payment of regular salary and benefits for an additional period of six (6) months beyond the actual date of termination or until he/she obtains other comparable employment, whichever first occurs.
3. In the event that a department head resigns or retires following a request or suggestion to do so by the City Manager, then the notice (and in the case of the Police Chief, the severance pay) provisions listed above shall apply.
4. If the City Manager or City Council reduces the salary and/or benefits of a department head by more than an applicable across-the-board reduction for all other management employees, or reduces the department head in rank, then the department head may be deemed to have been terminated at his or her option.

### B. Notice of Separation

Any department head who wishes to voluntarily resign or retire shall provide the City with at least thirty (30) days' advance written notice of his

or her intention to do so. The City Manager may waive this requirement in the event of medical urgency or similar hardship.

## 6. MISCELLANEOUS

### A. Auto Allowance

Elected Officials and, with the City Manager's approval, all Executive Management employees, except those positions who are assigned a City vehicle, shall receive a monthly auto allowance as follows:

- City Manager \$450.00
- Executive Management \$350.00

With the City Manager's approval, the following positions shall receive a monthly auto allowance noted below:

- Assistant to the City Manager 250.00

Employees who use their own vehicles and who do not receive a car allowance shall receive reimbursement at the rate established by Administrative Memo.

### B. Standby

1. The Public Works Department Superintendents and Supervisors, and other employees as designated in writing by the City Manager and assigned to standby shall be compensated as follows:
2. For each full week, seven (7) calendar days, an employee who is on standby shall receive eleven (11) hours of standby compensation. Employee on standby shall receive three (3) additional hours of standby compensation for a holiday worked during that 7-day period. If two (2) holidays fall during a 7-day period, the employee shall receive six (6) additional hours of standby compensation. Compensation shall be in pay or compensatory time off subject to an 80-hour compensatory-time maximum accumulation.

### C. Safety Shoes

The following employees shall receive One-Hundred Sixty Dollars and No/100ths (\$250.00) per fiscal year toward safety shoes:

Assistant City Engineer  
Building Inspection Services Manager  
Code Enforcement/Asset Recovery Coordinator  
Code Enforcement Manager

Collection Systems Superintendent  
Collection Systems Supervisor  
Community Development Director  
Deputy Director of Public Works – Operations  
Operations Supervisor  
Public Works Director/City Engineer  
Water Distribution Superintendent  
Water Distribution Supervisor  
Water Quality Analyst  
Water Treatment Plant Superintendent  
Water Treatment Plant Supervisor

D. Safety Jackets and Hats

Management employees, who are subject to being called out for emergencies on streets, medians or other sites where high visibility is necessary for safety, shall be provided with a safety orange jacket and orange hat. Jackets and hats shall be replaced as deemed necessary by the department head.

E. Educational Incentive

1. The City will reimburse employees for books, and tuition, up to a maximum of \$1,000 per year for approved college classes in accordance with the process set out in Administrative Memo based on a first-come, first-served basis. (Administrative Memo 5, amount amended by Administrative Memo 56).

F. Retiree Medical Committee

The City will meet with representative of the Confidential Unit and representatives of the Management Unit to discuss medical after retirement language with the goal to simplify and clarify the language. It is not the intent of the parties to modify the medical after retirement benefit.

**CITY OF ANTIOCH**

**MANAGEMENT UNIT**

\_\_\_\_\_  
Steven Duran  
City Manager

\_\_\_\_\_  
Michael Bechtholdt  
Deputy Director of Public Works

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**APPENDIX A  
SAMPLE FLEXIBLE BENEFIT PLAN INCREASE**

- 1. At least thirty (30) days prior to the beginning of the annual open enrollment period, the City shall determine which of the City-offered medical and dental plans have the highest percentage of employees enrolled on a City-wide basis for each coverage level offered by the City.**

The City would determine which medical plan currently has the most city employees enrolled at each level of coverage which is employee only, two party and family. The same determination would be made for dental plans. If a plan has a composite rate, the composite rate would be used at each level of coverage.

For the purposes of this example, Medical Plan A and Dental Plan A have been determined to be the plans with the most City employees enrolled at the employee only, the two party and family levels of coverage.

- 2. The City shall add the dollar amounts of the announced premium increases for each coverage level, to become effective in the following plan year, for the appropriate two plans, to obtain the total dollar increase for the most densely populated medical and dental plans at each coverage level.**

Employee Only Coverage

PLAN	NEW RATE	CURRENT RATE	INCREASE
Medical Plan A	\$ 205.00	\$ 190.00	\$ 15.00
Dental Plan A	80.00	70.00	10.00
Total	\$ 285.00	\$ 260.00	\$ 25.00

Two-Party Coverage

PLAN	NEW RATE	CURRENT RATE	INCREASE
Medical Plan A	\$ 310.00	\$ 285.00	\$ 25.00
Dental Plan A	80.00	70.00	10.00
Total	\$ 390.00	\$ 355.00	\$ 35.00

Family Coverage

PLAN	NEW RATE	CURRENT RATE	INCREASE
Medical Plan A	\$ 545.00	\$ 500.00	\$ 45.00
Dental Plan A	80.00	70.00	10.00
Total	\$ 625.00	\$ 570.00	\$ 55.00

3. The City then shall divide the sum of the increases by the total current contribution for each of the appropriate two plans at each tier of coverage to determine the percentage amount of the medical and dental increases. This calculation shall be completed for each level of coverage offered by the City.

Employee Only Coverage: The sum of the increases for the two plans (\$25.00) divided by the total current contribution for the two plans (\$260.00) equals the percentage amount of the combined medical and dental increases **(9.6%)**.

Two Party Coverage: The sum of the increases for the two plans (\$35.00) divided by the total current contribution for the two plans (\$355.00) equals the percentage amount of the combined medical and dental increases **(9.9%)**.

Family Coverage: The sum of the increases for the two plans (\$55.00) divided by the total current contribution for the two plans (\$570.00) equals the percentage amount of the combined medical and dental increases **(9.6%)**.

4. The City would then increase the amounts provided in Section H. 2. a. b. and c. of this Article by 50% of the percentage increases determined above, up to 50% of a maximum annual increase of \$2,000 (a \$1,000 increase to the City's annual contribution).

Employee Only Coverage: One half of 9.6% equals 4.8%. The total Flexible Benefits Plan contribution rate for employee only coverage would be increased by **4.8%**

Two Party Coverage: One half of 9.9% equals 4.95%. The total Flexible Benefits Plan contribution rate for two-party coverage would be increased by **4.95%**.

Family Coverage: One half of 9.6% equals 4.8%. The total Flexible Benefits Plan contribution rate for family coverage would be increased by **4.8%**.

**If the annual increase exceeds \$2,000 the City will increase the amounts provided in Section H. 2. a. b. and c. of this Article by 50% of the \$2,000 (\$1,000) and 100% of any amount above \$2,000.**

For example, if the annual increase at any level of coverage was determined to be \$2,500, the City would increase its annual contribution to that level of coverage by \$1,500 (50% of \$2,000 plus 100% of the amount above \$2,000).

Collection Systems Superintendent  
Collection Systems Supervisor  
Community Development Director  
Deputy Director of Public Works – Operations  
Operations Supervisor  
Public Works Director/City Engineer  
Water Distribution Superintendent  
Water Distribution Supervisor  
Water Quality Analyst  
Water Treatment Plant Superintendent  
Water Treatment Plant Supervisor

D. Safety Jackets and Hats

Management employees, who are subject to being called out for emergencies on streets, medians or other sites where high visibility is necessary for safety, shall be provided with a safety orange jacket and orange hat. Jackets and hats shall be replaced as deemed necessary by the department head.

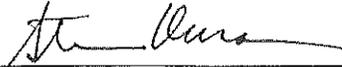
E. Educational Incentive

1. The City will reimburse employees for books, and tuition, up to a maximum of \$1,000 per year for approved college classes in accordance with the process set out in Administrative Memo based on a first-come, first-served basis. (Administrative Memo 5, amount amended by Administrative Memo 56).

F. Retiree Medical Committee

The City will meet with representative of the Confidential Unit and representatives of the Management Unit to discuss medical after retirement language with the goal to simplify and clarify the language. It is not the intent of the parties to modify the medical after retirement benefit.

CITY OF ANTIOCH



Steven Duran  
City Manager

01/05/2017  
Date

MANAGEMENT UNIT



Michael Bechtholdt  
Deputy Director of Public Works

1/5/17  
Date

RESOLUTION NO. 2017/04

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE  
CITY OF ANTIOCH AND MANAGEMENT UNIT FOR THE PERIOD OF OCTOBER 1,  
2016 – SEPTEMBER 30, 2021, AND ACKNOWLEDGING THE CITY MANAGER AND  
CITY OF ANTIOCH MANAGEMENT UNIT REPRESENTATIVES  
EXECUTION OF THE MOU

**WHEREAS**, the City of Antioch and Management Unit had a Memorandum of Understanding covering the period of October 1, 2013 – September 30, 2016; and

**WHEREAS**, in accordance with Government Code Section 3505, the City's Negotiating Team met and conferred in good faith with representatives of City of Antioch Management Unit to negotiate a successor agreement; and

**WHEREAS**, representatives of the City and City of Antioch Management Unit reached a Total Tentative Agreement for a successor Memorandum of Understanding for the period of October 1, 2016 through September 30, 2021, which was ratified by the membership of the Unit, and adopted by the City Council via Resolution No. 2016/141.

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

**Section 1.** That the Memorandum of Understanding (MOU) Between the City of Antioch and City of Antioch Management Unit for the period of October 1, 2016 – September 30, 2021, as provided in the attached Exhibit 1 and herein incorporated by reference, is approved; and

**Section 2.** Acknowledge the City Manager and City of Antioch Management Unit Representatives Execution of the MOU.

\* \* \* \* \*

I **HEREBY CERTIFY** that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 10<sup>th</sup> day of January, 2017, by the following vote:

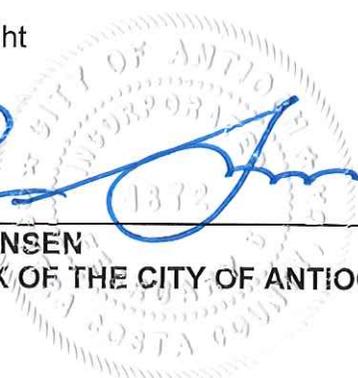
**AYES:** Council Members Wilson, Tiscareno, and Ogorchock

**NOES:** None

**ABSTAIN:** Council Member Thorpe and Mayor Wright

**ABSENT:** None

  
\_\_\_\_\_  
**ARNE SIMONSEN**  
CITY CLERK OF THE CITY OF ANTIOCH





## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of May 9, 2017

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Nickie Mastay, Administrative Services Director 

**APPROVED BY:** Michael Vigilia, City Attorney 

**SUBJECT:** Agreement with Cota Cole and Huber LLP for Interim City Attorney Services

---

### **RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution approving the Agreement with Cota Cole and Huber LLP to provide Interim City Attorney Services up to \$300,000 and authorize the Mayor to sign the Agreement.

### **STRATEGIC PURPOSE**

**Long Term Goal N:** Legal Services. Provide legal counsel to the City Council and staff to enable and support all City policies, procedures and initiatives.

**Strategy N-1:** Effectively and efficiently provide legal services in support of the City's policies, procedures and initiatives.

### **FISCAL IMPACT**

The total contract amount will be "not to exceed" \$300,000, based on a \$20,000 per month retainer for 105 hours per month for an estimated 12 months (\$240,000) with litigation or an unanticipated large or complicated issues charged at \$185 per hour (estimated at \$60,000). Approximately 78% of these costs are charged to the General Fund and 22% to other funds.

### **DISCUSSION**

At the Special City Council Meeting on April 20, 2017, the City Council directed staff to negotiate an agreement with Cota Cole and Huber LLP to provide Interim City Attorney services. The reason for Interim City Attorney service is that the current City Attorney's resignation is May 15, 2017. Cota Cole LLP provided the City of Antioch legal services when the prior City Attorney Lynn Tracy Nerland resigned. Therefore, they are familiar and have prior knowledge with the City's legal issues. Cota Cole and Huber LLP also provides legal services to neighboring Oakley and is familiar with East County issues.

The retainer is expected to cover attendance at meetings including weekly staff meetings, contract drafting or review, handling of tort claims and overseeing litigation, providing advice on the Brown Act, Public Records Act, conflict of interests, public

contracting, land use, environmental laws, employment matters, *Pitchess* motions, and other matters. There are some existing outside counsel agreements that are expected to remain in place during the interim period. The City currently utilizes the services of outside legal counsel (on water rights issues; Successor Agency litigation; and specialized labor and employment services; among others).

**ATTACHMENTS**

- A. Resolution
- B. Proposed Agreement with Cota Cole and Huber LLP for Interim City Attorney Services.

**ATTACHMENT A**

**RESOLUTION NO. 2017/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING THE AGREEMENT WITH COTA COLE AND HUBER LLP FOR  
INTERIM CITY ATTORNEY SERVICES**

**WHEREAS**, the City Attorney's last day of employment with the City of Antioch is May 15, 2017; and

**WHEREAS**, the City requires the services of legal counsel on an interim basis until a new City Attorney can be appointed; and

**WHEREAS**, the law firm of Cota Cole LLP previously provided interim City Attorney services to the City of Antioch and is familiar with the needs of the City.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Antioch that the Agreement for Interim City Attorney Services with Cota Cole and Huber LLP is hereby approved in an amount not to exceed \$300,000.

**BE IT FURTHER RESOLVED** by the City Council of the City of Antioch that the Mayor is authorized to execute the Agreement on behalf of the City.

\* \* \* \* \*

I **HEREBY CERTIFY** that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 9<sup>th</sup> day of May 2017, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

---

**ARNE SIMONSEN  
CITY CLERK OF THE CITY OF ANTIOCH**

**LEGAL SERVICES AGREEMENT BETWEEN  
THE CITY OF ANTIOCH AND  
COTA COLE & HUBER LLP**

THIS AGREEMENT for consulting services is made by and between the City of Antioch ("City") and the law firm of Cota Cole & Huber LLP ("Counsel") as of May 16, 2017.

**Section 1. SERVICES.** Subject to the terms and conditions set forth in this Agreement, Counsel shall provide legal services to City to serve as Interim City Attorney as more particularly described in **Exhibit A**, which is attached and incorporated by reference.

- 1.1 **Term of Services.** The term of this Agreement shall begin on the date first noted above and shall terminate on June 30, 2018, unless terminated as provided for in Section 8, or upon the start date for a new City Attorney, unless the City desires there to be some overlap in services.
- 1.2 **Standard of Performance.** Counsel represents that it is experienced in providing these services to public clients and is familiar with the plans and needs of City. Counsel shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Counsel is engaged in the geographical area in which Counsel practices its profession.
- 1.3 **Assignment of Personnel.** Counsel shall assign only competent personnel to perform services pursuant to this Agreement with Derek P. Cole and William R. Galstan serving as the key contacts between the City and Counsel. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Counsel shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.
- 1.4 **Time.** Counsel shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Section 1.1 above and to satisfy Counsel's obligations hereunder.

**Section 2. COMPENSATION.**

City hereby agrees to pay Counsel a monthly fee of Twenty Thousand Dollars (\$20,000) for all services set forth in **Exhibit A**. Special Services and Litigation Services, as defined in **Exhibit A**, shall be billed at a rate of \$185 per hour and shall not be authorized to exceed the total sum of Sixty Thousand Dollars (\$60,000) during the Term provided in Section 1.1. Except as specifically authorized by City, Counsel shall not bill City for duplicate services performed by more than one person. Total compensation pursuant to this agreement shall not exceed Three Hundred Thousand Dollars (\$300,000) without authorization by the City Council.

The parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Counsel and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

**2.1 Invoices.** Counsel shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date. Invoices shall contain the following information:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;
- Identification of the project/application, the original work order amount, the amount of prior billings, the total due this period, and the balance available;
- Description of the services performed, time spent performing the services and identify of person performing the services

In addition, Counsel shall prepare a cover page or summary with only the number of hours and dollar amount that can be provided in the event of a Public Records Act request.

**2.2 Payment Schedule.**

**2.2.1** City shall have 30 days from the receipt of an invoice that complies with all of the requirements of Section 2.1 to pay Counsel.

**2.3 Total Payment.** In no event shall Counsel submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

**2.4 Payment of Taxes.** Counsel is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

**2.5 Authorization to Perform Services.** Counsel is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

**2.5 Reimbursable Expenses.** Reimbursable expenses are as allowed by ERMA guidelines but do not include ordinary copying, regular mailing, phone or typical computer work. If travel is required, Counsel and Client shall discuss how travel time and travel expenses are to be handled. Expenses not listed below are not chargeable to City. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.

**Section 3. FACILITIES AND EQUIPMENT.** Except as set forth herein, Counsel shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Counsel only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein.

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Counsel's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City.

**Section 4. INSURANCE REQUIREMENTS.** Before beginning any work under this Agreement, Counsel, at its own cost and expense, shall procure insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work by the Counsel and its agents, representatives, employees, and subcontractors. Counsel shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects to the City. Counsel shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Counsel's proposal. Counsel shall not allow any subcontractor to commence work on any subcontract until Counsel has obtained all insurance required herein for the subcontractor(s) and provided evidence thereof to City. Verification of the required insurance shall be submitted and made part of this Agreement prior to execution. Insurers shall have an A.M. Best's rating of no less than A:VII unless otherwise accepted by the City in writing:

**4.1. Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit. If Counsel's services include work within 50 feet of a railroad right of way, the Counsel shall have removed any exclusion on their liability policy limiting coverage for work near a railroad, or shall provide a Railroad Protective Liability policy in favor of the City. Limits for such coverage shall be no less than \$5,000,000.

**4.2. Automobile Liability Insurance.** ISO Form Number CA 00 01 covering any auto (Code 1), or if Counsel has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.

**4.3. Workers' Compensation Insurance.** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease.

**4.4. Professional Liability (Errors and Omissions):** Insurance appropriate to the Counsel's profession, with limit no less than \$1,000,000 per occurrence or claim, \$2,000,000 aggregate.

**4.5. Other Insurance Provisions.** The insurance policies are to contain, or be endorsed to contain, the following provisions:

4.5.1 *Additional Insured Status.* The City, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Counsel including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Counsel's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used).

4.5.2 *Primary Coverage.* For any claims related to this contract, the Counsel's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Counsel's insurance and shall not contribute with it.

4.5.3 *Notice of Cancellation.* Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the City.

4.5.4 *Waiver of Subrogation.* Counsel hereby grants to City a waiver of any right to subrogation which any insurer of said Counsel may acquire against the City by virtue of the payment of any loss under such insurance. Counsel agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

4.5.5 *Deductibles and Self-Insured Retentions.* Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require the Counsel to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

4.5.6 *Claims made policies.* If any of the required policies provide claims-made coverage:

4.5.6.1 The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.

4.5.6.2 Insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of the contract of work.**

4.5.6.3 If coverage is canceled or non-renewed, and not replaced **with another claims-made policy form with a Retroactive Date prior to** the contract effective date, the Counsel must purchase "extended reporting" coverage for a minimum of **five (5) years** after completion of contract work.

4.6. **Certificate of Insurance and Endorsements.** Counsel shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Counsel's obligation to provide them. The City reserves the right to require

complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

**4.7. Subcontractors.** Counsel shall include all subcontractors as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated in this Agreement, including but not limited to naming additional insureds.

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

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

**4.10 Remedies.** In addition to any other remedies City may have if Counsel fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Counsel's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
- Order Counsel to stop work under this Agreement or withhold any payment that becomes due to Counsel hereunder, or both stop work and withhold any payment, until Counsel demonstrates compliance with the requirements hereof; and/or
- Terminate this Agreement.

## **Section 5. INDEMNIFICATION AND COUNSEL'S RESPONSIBILITIES**

**5.1.** COUNSEL shall, to the fullest extent permitted by law, indemnify, defend (with counsel acceptable to the CITY) and hold harmless CITY, and its employees, officials, volunteers and agents ("Indemnified Parties") from and against any and all losses, claims, damages, costs and liability arising out of any personal injury, loss of life, damage to property, or any violation of any federal, state, or municipal law or ordinance, arising out of or resulting from the performance of this Agreement by COUNSEL, its officers, employees, agents, volunteers, subcontractors or sub-Counsels, excepting only liability arising from the sole negligence, active negligence or intentional misconduct of CITY.

**5.2.** In the event that Counsel or any employee, agent, sub-Counsel or subcontractor of Counsel providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of City, Counsel shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer

contributions for PERS benefits on behalf of Counsel or its employees, agents, sub-Counselors or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

5.3. Acceptance by City of insurance certificates and endorsements required under this Agreement does not relieve Counsel from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to any damages or claims for damages whether or not such insurance policies shall have been determined to apply.

5.4. By execution of this Agreement, Counsel acknowledges and agrees to the provisions of this Section and that it is a material element of consideration, and that these provisions survive the termination of this Agreement.

5.5 Notwithstanding the foregoing provisions, should Counsel or any of its attorneys, professionals, or staff be named as parties to any civil action or administrative proceeding brought by any third party, based on advice Counsel or such individuals have given to City or actions they have taken on behalf of the City, the City shall defend and indemnify Counsel and such individuals in the same manner in which it must defend City employees pursuant to the California Government Claims Act, California Government Code section 810 *et seq.* However, the City shall have no duty to defend or indemnify Counsel or any of its attorneys, professionals, or staff if the advice given or actions taken did not occur within the course and scope of their duties under this Agreement.

## **Section 6. STATUS OF COUNSEL.**

6.1 **Independent Contractor.** At all times during the term of this Agreement, Counsel shall be an independent contractor and shall not be an employee of City. City shall have the right to control Counsel only insofar as the results of Counsel's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subparagraph 1.3; however, otherwise City shall not have the right to control the means by which Counsel accomplishes services rendered pursuant to this Agreement. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Counsel and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 **Counsel No Agent.** Except as City may specify in writing, Counsel shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Counsel shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

**Section 7. LEGAL REQUIREMENTS.**

- 7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.
- 7.2 **Compliance with Applicable Laws.** Counsel and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.
- 7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Counsel and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.
- 7.4 **Licenses and Permits.** Counsel represents and warrants to City that Counsel and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Counsel represents and warrants to City that Counsel and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Counsel and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.
- 7.5 **Nondiscrimination and Equal Opportunity.** Counsel shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, marital status, sex, exual orientation or any other legally protected status, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Counsel under this Agreement. Counsel shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of Counsel thereby.

Counsel shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

- 7.6 **Prevailing Wages.** Should the scope of work fall under the requirements of the California Labor Code and implementing regulations for the payment of prevailing wages, then Counsel shall comply and pay prevailing wages.

**Section 8. TERMINATION AND MODIFICATION.**

- 8.1 **Termination.** City may cancel this Agreement at any time and without cause upon written notification to Counsel.

Counsel may cancel this Agreement upon 30 days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Counsel shall be entitled to compensation for services performed to the effective date of termination; City, however, may condition payment of such compensation upon Counsel delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Counsel or prepared by or for Counsel or the City in connection with this Agreement.

- 8.2 Extension.** City may, in their sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Counsel understands and agrees that, if City grants such an extension, City shall have no obligation to provide Counsel with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Counsel for any otherwise reimbursable expenses incurred during the extension period.
- 8.3 Amendments.** The parties may amend this Agreement only by a writing signed by all the parties.
- 8.4 Assignment and Subcontracting.** City and Counsel recognize and agree that this Agreement contemplates personal performance by Counsel and is based upon a determination of Counsel's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Counsel. Counsel may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Counsel shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.
- 8.5 Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Counsel shall survive the termination of this Agreement.
- 8.6 Options upon Breach by Counsel.** If Counsel materially breaches any of the terms of this Agreement, City' remedies shall include, but not be limited to, the following:
- 8.6.1** Immediately terminate the Agreement; and/or
  - 8.6.2** Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Counsel pursuant to this Agreement

**Section 9. KEEPING AND STATUS OF RECORDS.**

- 9.1 Records Created as Part of Counsel's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Counsel prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Counsel hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use.
- 9.2 Confidentiality.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Counsel prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be kept confidential by Counsel. Such materials shall not, without the prior written permission of City, be used by Counsel for any purpose other than the performance of this Agreement nor shall such materials be disclosed publicly. Nothing furnished to Counsel which is otherwise known to Counsel or is generally known, shall be deemed confidential. Counsel shall not use the City's name or logo or photographs pertaining to the services under this Agreement in any publication without the prior written consent of the City.
- 9.3 Counsel's Books and Records .** Counsel shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to the Counsel to this Agreement.
- 9.4 Inspection and Audit of Records.** Any records or documents that Section 9.2 of this Agreement requires Counsel to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds TEN THOUSAND DOLLARS (\$10,000.00), the Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under the Agreement.
- 9.5 Intellectual Property.** The City shall have and retain all right, title and interest, including copyright, patent, trade secret or other proprietary rights in all plans, specifications, studies, drawings, estimates, materials, data, computer programs or software and source code, enhancements, documents and any other works of authorship fixed in any tangible medium or expression, including but not limited to physical drawings or other data magnetically or otherwise recorded on computer media ("Intellectual Property") prepared or

developed by or on behalf of Counsel under this Agreement. Counsel further grants to

City a non-exclusive and perpetual license to copy, use, modify or sub-license any and all Intellectual Property otherwise owned by Counsel which is the basis or foundation for any derivative, collective, insurrectional or supplemental work created under this Agreement.

**Section 10**     **MISCELLANEOUS PROVISIONS.**

- 10.1**     **Venue.** In the event that either party brings any action against the other under this Agreement, the parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Contra Costa or in the United States District Court for the Northern District of California.
- 10.2**     **Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.
- 10.3**     **No Implied Waiver of Breach.** The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.
- 10.4**     **Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the parties.
- 10.5**     **Use of Recycled Products.** Counsel shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.
- 10.6**     **Conflict of Interest.** Counsel may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Counsel in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Counsel shall not employ any official of City in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Sections 1090 *et seq.*

Counsel hereby warrants that it is not now, nor has it been in the previous twelve (12) months, an employee, agent, appointee, or official of the City. If Counsel was an employee, agent, appointee, or official of City in the previous twelve months, Counsel warrants that it did not participate in any manner in the forming of this Agreement. Counsel understands that, if this Agreement is made in violation of Government Code §1090 *et seq.*, the entire Agreement is void and Counsel will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement

of expenses, and Counsel will be required to reimburse the City for any sums paid to the Counsel. Counsel understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of Government Code § 1090 and, if applicable, will be disqualified from holding public office in the State of California.

- 10.7 Inconsistent Terms.** If the terms or provisions of this Agreement conflict with or are inconsistent with any term or provision of any attachment or Exhibit attached hereto, then the terms and provisions of this Agreement shall prevail.
- 10.8 Solicitation.** Counsel agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.
- 10.9 Contract Administration.** This Agreement shall be administered by Ron Bernal, City Manager ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.
- 10.10 Notices.** Any written notice to Counsel shall be sent to:

Derek P. Cole  
Cota Cole & Huber LLP  
2261 Lava Ridge Court  
Roseville, CA 95661  
[dcole@cotalawfirm.com](mailto:dcole@cotalawfirm.com)

Any written notice to City shall be sent to:

City Manager  
City of Antioch  
P. O. Box 5007  
Antioch, CA 94531-5007

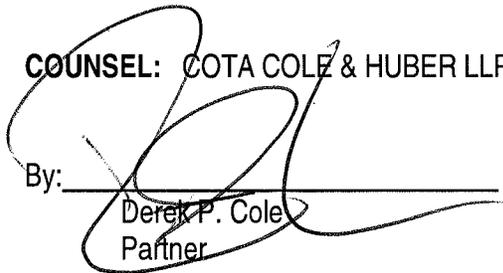
- 10.11 Integration.** This Agreement and all attachments represents the entire and integrated agreement between City and Counsel and supersedes all prior negotiations, representations, or agreements, either written or oral.

**CITY:** CITY OF ANTIOCH

\_\_\_\_\_  
Sean Wright, Mayor

**COUNSEL:** COTA COLE & HUBER LLP

By: \_\_\_\_\_

  
Derek P. Cole  
Partner

## **EXHIBIT A**

### **SCOPE OF WORK**

The following services shall be provided under this Agreement:

#### **CITY ATTORNEY SERVICES**

Counsel shall provide all general counsel services customarily provided to public agencies such as City, which include the following:

- Attend all City Council meetings and hold regular office hours;
- Attend Planning Commission or Management Team meetings as appropriate;
- Regularly communicate with the City Council, City Manager, department heads and designated staff;
- Advise regarding Brown Act requirements and parliamentary procedures governing public meetings;
- Advise regarding compliance with the Political Reform Act, and other ethics statutes, regulations, and rules;
- Advise regarding compliance with requests for public records;
- Draft and review municipal ordinances and resolutions;
- Draft and review City contracts;
- Advise regarding real property acquisitions, easements, and dedications;
- Advise regarding tort claims and liability exposure;
- Provide guidance on personnel matters, including employee discipline and separations;
- Ensure compliance with general plan, zoning, and other land use requirements for both City and private party-initiated actions and applications;
- Advise about the requirements of the California Environmental Quality Act and other environmental laws and regulations;
- Advise regarding code enforcement and building code matters;
- Provide opinions regarding municipal and other legal matters as directed by the City Council and City administration;
- Monitor and advise regarding the adoption of new federal and state laws and regulations;
- Manage outside legal counsel; and
- Communicate with the press when directed by the Mayor or City Manager.

## **SPECIAL SERVICES**

With the advance approval of the City Manager and/or City Council, and for an hourly rate as described above, Counsel shall also provide Special Services when requested in writing by City. Special Services are those for which in-depth, specialized legal knowledge would be required and Counsel would be required to make a significant time commitment beyond that customarily required for municipal-law matters. Examples of Special Services areas would include:

- Review and drafting of extensive and atypical planning, zoning, and environmental documents, including the review and drafting of development agreements, extensive and atypical project findings and conditions of approval, and CEQA documents;
- Representation and advising of City regarding potential enforcement actions or orders by environmental agencies affecting water supply, water quality, wastewater, solid waste, or any City-provided utility;
- Drafting of real estate transactional documents beyond routine review of sales and escrow documents, title reports, notes, deeds of trusts, and contracts;
- Drafting of franchise for significant City services or public-works agreements for large projects;
- Representation of the City in negotiations with employee bargaining units; and
- Drafting of comprehensive updates of city ordinances or regulations.

## **LITIGATION SERVICES**

Upon authorization by the City Council, Counsel shall represent City in any judicial action or any administrative proceeding (which include but not are limited to employee arbitrations and Public Employee Relations Board hearings).<sup>1</sup> Representation of City shall include:

- Drafting of pleadings, motions, memoranda, court forms, and other litigation documents
- Research and analysis of claims, defenses, and remedies
- Drafting and responding to discovery pleadings
- Coordinating, reviewing, and summarizing discovery and document productions
- Depositions, including witness preparation and preparation of post-deposition summaries
- Preparation of administrative records
- Meetings with client representatives, opposing counsel, and others concerning the litigation
- Trial and trial preparation and attendance and preparation for other court hearings
- Other tasks necessary to the successful completion of the litigation

---

<sup>1</sup> Any services provided by Counsel in relation to "Skelly" hearings and other informal employee conferences shall be considered City Attorney services and billed as such. "Pitchess" motions shall be charged for a flat fee of \$500 per motion if a court appearance is required; motions that are resolved without a court appearance shall be charged within the monthly retainer.



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of May 9, 2017

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Nickie Mastay, Administrative Services Director *NM*

**APPROVED BY:** Ron Bernal, City Manager *REB*

**SUBJECT:** Ad Hoc Committee for 2018 Quality of Life Ballot Measures

---

### RECOMMENDED ACTION

It is recommended that the City Council discuss and recommend the need for the Mayor to nominate and Council appoint a two (2) member Ad Hoc Committee for 2018 Quality of Life Ballot Measures.

### STRATEGIC PURPOSE

The recommended action supports **Strategy O-2:** Ensure the City achieves long-term fiscal sustainability.

### FISCAL IMPACT

The recommended action has no direct impact on the City's finances until the City decides to go to the polls with any quality of life measures.

### DISCUSSION

The Ad Hoc Committee to discuss potential Quality of Life ballot measures for 2018 will serve for a limited time from appointment to approximately June 30, 2018, or when their role is completed, whichever first occurs.

The purpose of the Ad Hoc Committee will be to discuss and strategize how best to engage residents and stakeholders around their priorities and the city's long-term fiscal health and sustainability, including what types of revenue options, if any are viable and of interest to the community in 2018. The Ad Hoc Committee will also consider Best Practices other communities have recently implemented to achieve these goals, including recent ballot measure practices and approaches.

The Ad Hoc Committee is not subject to Brown Act requirements, since it is for a limited subject, has a limited duration and involves decisions subject to City Council oversight. The proposed date for the expiration of the Ad Hoc Committee is June 30, 2018.

### ATTACHMENTS

None



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of May 9, 2017

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Michael G. Vigilia, City Attorney 

**SUBJECT:** Commercial Non-Medical Marijuana Uses Within the City of Antioch

---

### **RECOMMENDED ACTION**

It is recommended that the City Council provide direction regarding commercial non-medical marijuana uses within the City of Antioch.

### **STRATEGIC PURPOSE**

This item promotes Strategy H-5, to grow Antioch's economy through commercial development.

### **FISCAL IMPACT**

This is an informational item, thus there is no direct fiscal impact. Fiscal impact of potential commercial marijuana uses can be conducted based on Council direction.

### **DISCUSSION**

Proposition 64, known as the Control, Regulate, and Tax Adult Use of Marijuana Act ("AUMA" or "Act"), was approved by the voters on November 8, 2016 and took effect on November 9. The AUMA has legalized non-medical marijuana use, possession and cultivation by persons 21 years of age or older.

The AUMA has also established a regulatory framework for commercial non-medical marijuana activities in which various state agencies will issue licenses for marijuana cultivation, manufacturing, testing laboratories, retailers, distributors and microbusinesses which cultivate on an area less than 10,000 square feet and act as a distributor, manufacturer and, retailer. It is anticipated that the state will begin issuing licenses to businesses beginning in January 2018.

The purpose of this item is to obtain direction from the City Council regarding commercial non-medical uses in the City of Antioch in order to assist staff with developing permanent regulations regarding non-medical marijuana uses. The attached PowerPoint presentation contains the relevant topics for discussion.

### ***Next Steps***

Based on direction given by the Council, staff will develop draft regulations relating to non-medical marijuana uses and present them to the Planning Commission and City

Council for comment and direction. The ultimate regulation will determine the scope of the necessary CEQA review and environmental document.

In the event permanent regulations cannot be adopted to go into effect prior to the expiration of the temporary moratorium on November 7, 2017, staff will return to the Council with an item seeking extension of the moratorium for a period not to exceed one year in order to ensure that there is not lapse in regulation.

**ATTACHMENTS**

A. Power Point Presentation – Commercial Marijuana Uses



# COMMERCIAL MARIJUANA USES

Antioch City Council Meeting – May 9, 2017

# Prop. 64 - Commercial Marijuana Activities

- Prop. 64 created a regulatory framework for commercial marijuana activities.
- The State is expected to begin issuing licenses for commercial activities in January 2018.



# Prop. 64 – Commercial Marijuana Activities

- Licenses will be issued for the following categories of businesses:
  - Cultivation
  - Manufacturing
  - Testing laboratories
  - Distribution
  - Retail sale
  - Microbusinesses



# Prop. 64-Commercial Marijuana Activities

- The State can create additional licensing categories.
- Licenses will be valid for one year.
- The State will create rules regarding enforcement, fees and license renewal.



# Prop. 64 – Commercial Marijuana Activities



- Local Regulatory Options
  - Cities can prohibit some or all commercial marijuana activity.
  - The State cannot issue licenses if the approval of the license would violate a local ordinance or regulation.

# Prop. 64 – Commercial Marijuana Activities

- Concerns and Considerations
  - ▣ Deterrent to more desirable economic development opportunities
  - ▣ Environmental impacts of industrial uses
  - ▣ Criminal/nuisance behavior
  - ▣ Administrative burden on staff
  - ▣ Potential source of revenue
    - License fees and taxes
    - Industrial users – high volume utility users



# Prop. 64 – Commercial Marijuana Activities

- Most Restrictive Local Control Option
  - ▣ Prohibit all commercial uses for which the State may issue a license.



# Prop. 64 – Commercial Marijuana Activities

## INDUSTRIAL USES

- ▣ Cultivation
- ▣ Manufacturing
- ▣ Testing Laboratories
- ▣ Distribution



## RETAIL USES

- ▣ Retail Sale
- ▣ Microbusiness



# Prop. 64 – Commercial Marijuana Activities

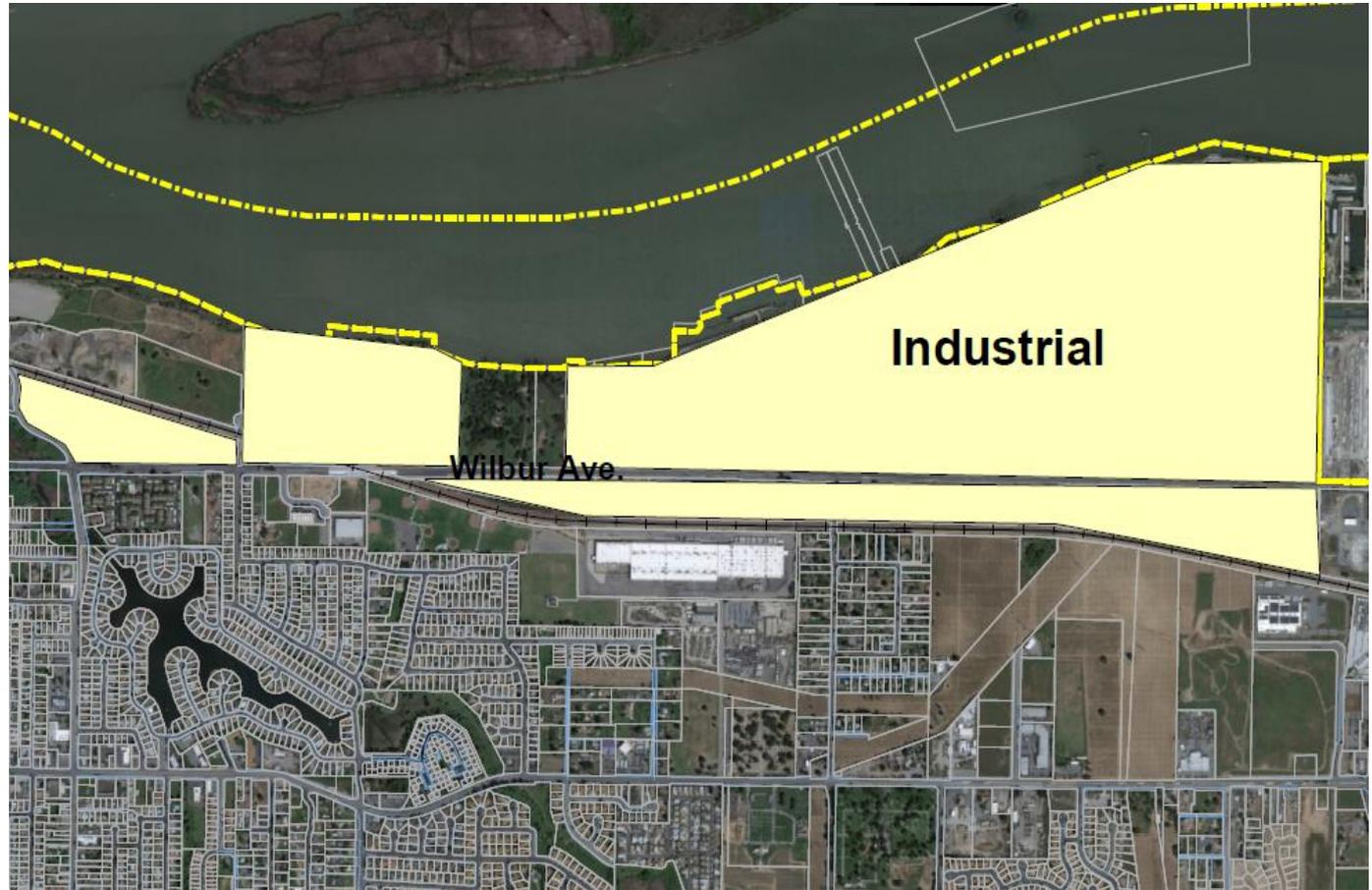
## □ The Industrial Option

- Allow some combination of cultivation, manufacturing, testing and distribution in industrial zones.
- Less visible to the community.
- Exterior appearance of facilities and operations may be indistinguishable from other industrial uses.



# Prop. 64 – Commercial Marijuana Activities

Potential  
Industrial  
Location –  
General Plan  
Industrial  
Designated  
Areas



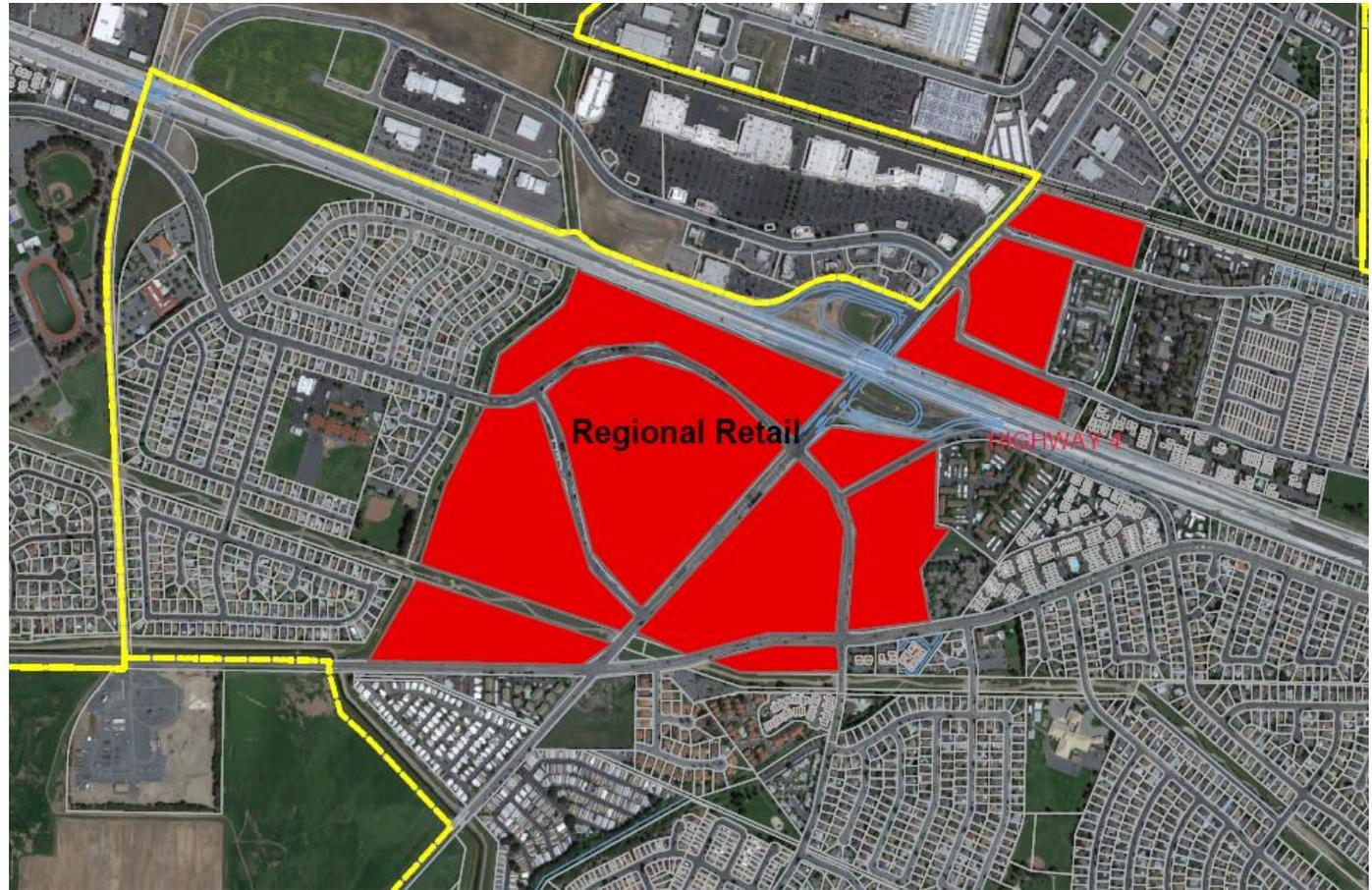
# Prop. 64 – Commercial Marijuana Activities

- The Retail Option
  - Allow some combination of retail/dispensary and microbusinesses.
  - High visibility to the community.
  - Exterior appearance would identify the type of business.



# Prop. 64 – Commercial Marijuana Activities

Potential  
Retail Location  
– General  
Plan Regional  
Retail  
Designated  
Areas



# Prop. 64 – Commercial Marijuana Activities

- Revenue Maximizing Option
  - ▣ Combination of retail and industrial uses.
  - ▣ Tax revenue based on gross receipts (retail) or square footage (industrial).
  - ▣ High volume utility usage (industrial) which could be further leveraged by a utility users tax.



# Prop. 64 – Commercial Marijuana Activities

- Administrative Considerations
  - ▣ Permit Issuance Process
  - ▣ Taxes and Fees



# Prop. 64 – Commercial Marijuana Activities

## □ Permits

- Cap on number of permits issued?

- How are permits issued?

  - First come first served

  - Lottery

  - Scoring system

- Permit fees?

  - City of Costa Mesa permit fee for medical marijuana businesses: \$50,000 - \$55,000 (cost recovery amount for implementing local medical marijuana regulations).



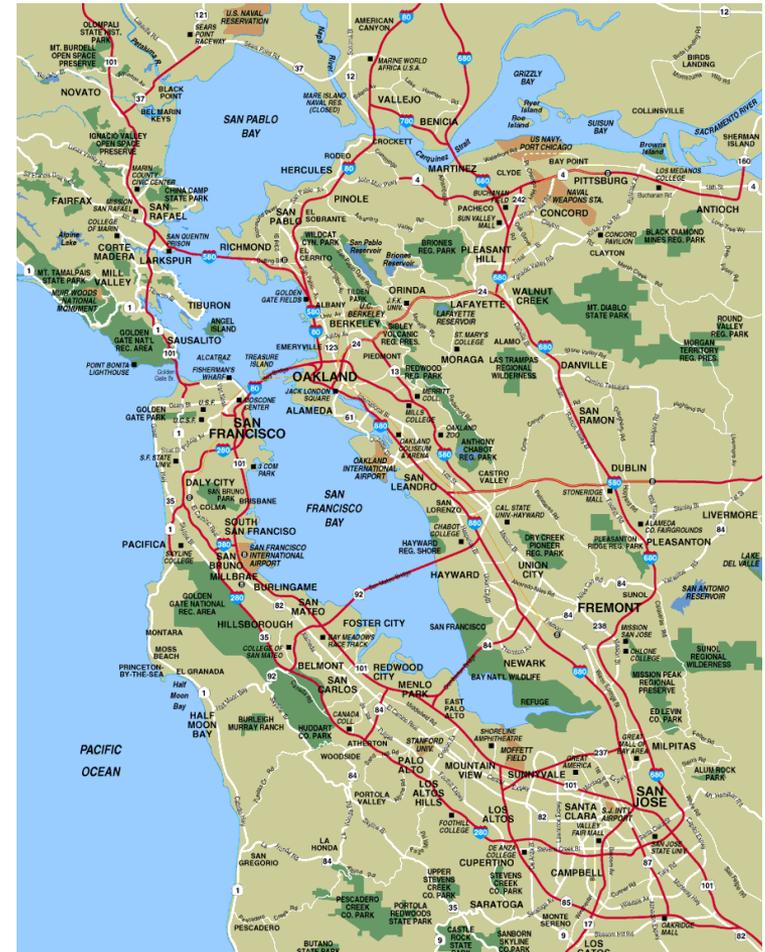
# Prop. 64 – Commercial Marijuana Activities

- State Taxes Imposed on Marijuana Businesses
  - ▣ 15% excise tax on retail sales. This tax is in addition to state sales tax and any local sales/use/business tax.
  - ▣ Cultivation tax - \$9.25/dry-weight ounce for marijuana flowers and \$2.75/dry-weight ounce for marijuana leaves. Applies to all harvested marijuana that enters the commercial market.



# Prop. 64 – Commercial Marijuana Activities

- Local Marijuana Business Taxes on Gross Receipts
  - San Leandro – 6%, rising to 8% in July 2021.
  - Hayward – Up to 15%.
  - San Jose – 10%. Adopted in 2010.
  - Berkeley - \$100 per \$1000 in gross receipts. Adopted in 2010.



# Prop. 64 – Commercial Marijuana Activities

## □ Delivery Services

- Delivery – Commercial transfer of marijuana from a licensed retailer to a customer. Cannot prevent use of public roads for delivery.
- Prop. 64 does not explicitly recognize a city's authority to prohibit deliveries starting or ending within the city. However, a city's police power should support such a prohibition.



# Prop. 64 – Commercial Marijuana Activities

