

City of Pinole



FISCAL YEAR 2023/24  
**OPERATING AND  
CAPITAL BUDGET**

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Adopted June 20, 2023

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# CITY OF PINOLE

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Office of the City Manager

June 20, 2023

Dear City Council and Residents -

City staff is pleased to present the Final Proposed Fiscal Year (FY) 2023/24 Operating and Capital Budget (“FY 2023/24 Budget”).

City staff is responsible for preparing a proposed budget for City Council’s consideration. The FY 2023/24 Budget incorporates input that was provided by the City Council and members of the community through multiple meetings of the Finance Subcommittee, City Council, and other engagement opportunities.

FY 2023/24 Budget is a structurally balanced, status quo budget. This means that ongoing revenues are sufficient to cover ongoing expenditures, and that service levels and revenue mechanisms in the budget are essentially the same as those in the current year budget, [FY 2022/23](#).

The Pinole community demonstrated incredible resilience in 2020 and 2021 while facing COVID-19 and other challenges. The City maintained all core municipal services during that period. As COVID-19 waned, in FY 2021/22 and FY 2022/23 the City began work on and completed a number of special projects and program expansions to improve City operations and community quality of life. The City added a number of new staff positions in FY 2022/23 to add capacity, and also entered a contract with Contra Costa County Fire Protection District (CCCFPD) for fire protection and emergency medical services. The City’s accomplishments in 2022 and plans for 2023 are well-summarized in the [City of Pinole 2022 Year in Review and 2023 Look Ahead](#) document, which was recently published.

In FY 2023/24, the City will continue to work on completing the City’s [2020 – 2025 Strategic Plan](#) strategies, Capital Improvement Plan (CIP) projects, routine staff work, staff-initiated process improvements, and other Council-directed special projects. These include the implementation of additional community events, development of a Climate Action and Adaptation Plan (CAAP), development of an Active Transportation Plan, and feasibility assessments regarding a public bank, municipal broadband, and recycled water. It is a thoughtful and ambitious work program that will create improved services and plans for a better future. The FY 2023/24 Budget does not include any new City positions.

Looking to the future, the City will complete an updated Long-Term Financial Plan (LTFP) in summer or fall 2023. While the FY 2023/24 Budget is structurally balanced, and the City's long-term financial forecast shows that ongoing City revenues are expected to generally be sufficient to cover ongoing routine City services, existing City revenue mechanisms are not going to be sufficient to address the City's two main unfunded liabilities, which are deferred capital maintenance and other post-employment benefits (medical insurance coverage for retired City employees). The LTFP will illustrate all of the City's mandatory and discretionary future financial obligations and identify how to address them.

A key goal of the City's is to engage with the community and provide welcoming, high-quality services. City staff looks forward to working with you to make Pinole the best that it can be for current and future generations. Please connect and engage with the City through its numerous platforms.

I would like to thank all of the members of the community that participated in this year's budget development process, as well as the City's Finance Department for preparing the budget.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew Murray". The signature is fluid and cursive, with a large loop at the end.

Andrew Murray  
City Manager

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**CITY OF PINOLE**  
**FISCAL YEAR (FY) 2023/24 OPERATING AND CAPITAL BUDGET**

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## **Executive Summary**

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## **EXECUTIVE SUMMARY**

The City operates on an annual budget cycle. Through the budget, the City Council approves revenue estimates and authorizes City staff to expend the City's limited financial resources. City staff is responsible for preparing a proposed budget for City Council's consideration.

The Fiscal Year (FY) 2023/24 Operating and Capital Budget was created through a collaborative, iterative process involving the City Council, community, and City staff and included the creation of a Preliminary Proposed, Revised Proposed, and ultimately Final Proposed budget. The budget development process is more fully described in the Budget Development Process section below.

The Fiscal Year (FY) 2032/24 Operating and Capital Budget is primarily a status quo budget, meaning that it does not include any major changes to City programs or services.

The budget includes the following two noteworthy assumptions:

- A "vacancy savings factor" of 4% to account for savings in salaries and benefits resulting from normal position vacancies; and
- A 3% cost of living adjustment (COLA) for all employees, as the City is in the process of negotiating successor MOUs and compensation plans for all employees.

The City's all funds revenue in the Fiscal Year (FY) 2023/24 Operating and Capital Budget is approximately \$47.3 million, and the all funds expenditures are approximately \$76.2 million. The budget projection assumes a net use of fund balance of \$28.9 million for all funds combined as shown in Table 1 below. The majority of the use of fund balance is for several large, multi-year capital improvement projects, notably in the wastewater enterprise fund. It is important to note that the total estimated costs of capital projects are budgeted in year one (FY 2023/24) of the Capital Improvement Plan (CIP) although some projects may take several years to complete. The total costs are budgeted up front to earmark the full amount of funding needed to complete the CIP projects. This is a new budgeting practice for the City. In the past, the City only encumbered the first-year cost of multi-year capital projects. The cost for subsequent years of multi-year projects was left in fund balance as unassigned. Because the full cost to complete a capital project is now encumbered in the first year of a multi-year capital project, this reduces unassigned fund balance in funds that support capital projects, including the General Fund.

**Table 1 – All Funds Budgeted Revenues and Expenditures**

Fund	Estimated Beginning Fund Balance July 1, 2023	Total Revenues	Total Expenditures	Contribution To/(From) Fund Balance	Estimated Ending Fund Balance June 30, 2024
<b>General Fund</b>					
General Fund (including Measure S 2006 and 2014)	\$ 9,848,344	\$ 25,610,623	\$ 34,397,708	\$ (8,787,085)	\$ 1,061,259
General Reserve Fund	9,367,440	929,820	-	929,820	10,297,260
Equipment Reserve Fund	121,166	150,000	205,000	(55,000)	66,166
<b>Special Revenue Funds</b>					
Gas Tax Fund	535,954	1,046,400	1,980,986	(934,586)	(398,632)
Restricted Real Estate Maintenance Fund	178,876	39,991	26,000	13,991	192,867
Public Safety Augmentation Fund	377,419	241,853	482,009	(240,156)	137,263
Traffic Safety Fund	277,267	46,500	56,595	(10,095)	267,172
Supplemental Law Enforcement Fund	427,819	166,600	339,864	(173,264)	254,555
NPDES Storm Water Fund	(122,454)	253,422	374,769	(121,347)	(243,801)
Recreation Fund	-	1,288,997	2,135,264	(846,267)	(846,267)
Building & Planning Fund	(565,001)	1,411,477	2,151,428	(739,951)	(1,304,952)
Refuse Management Fund	108,298	66,060	174,358	(108,298)	-
Solid Waste Fund	2,048,446	368,000	589,381	(221,381)	1,827,065
Measure C/J Fund	2,071,416	1,152,257	1,023,719	128,538	2,199,954
Rate Stabilization Fund	217,153	15,000	-	15,000	232,153
Asset Seizure-Adjudicated Fund	41,658	-	41,236	(41,236)	422
Growth Impact Fund	3,136,824	1,039,594	1,348,000	(308,406)	2,828,418
Housing Assets Fund	8,275,331	55,000	339,254	(284,254)	7,991,077
<b>Capital Projects Funds</b>					
Lighting & Landscaping District Fund	44,896	63,911	85,175	(21,264)	23,632
Pinole Valley Caretaker Fund	14,017	15,000	15,002	(2)	14,015
Public Facilities Fund	471,649	-	70,000	(70,000)	401,649
City Street Improvements Fund	1,497,987	2,064,683	2,232,004	(167,321)	1,330,666
Arterial Streets Rehabilitation Fund	755,361	250,000	758,624	(508,624)	246,737
Parks Grants	(164,522)	189,758	-	189,758	25,236
<b>Enterprise Funds</b>					
Sewer Enterprise Fund	19,159,654	9,254,209	24,185,339	(14,931,130)	4,228,524
Cable Access Television (PCTV)	-	535,052	682,056	(147,004)	(147,004)
Information Systems Fund	-	-	-	-	-
<b>Fiduciary/Agency Funds</b>					
Pension Fund	14,521,075	837,168	2,295,480	(1,458,312)	13,062,763
Recognized Obligation Retirement Fund	-	255,000	251,177	3,823	3,823
<b>Total</b>	<b>\$ 72,646,073</b>	<b>\$ 47,346,375</b>	<b>\$ 76,240,427</b>	<b>\$(28,894,051)</b>	<b>\$ 43,752,022</b>

The General Fund (including Measure S 2006 and 2014 Funds) revenue is approximately \$25.6 million, and General Fund expenditures are approximately \$34.4 million. The budget includes the use of fund balance in a number of funds to complete one-time projects.

The budget includes a transfer from the General Fund to the General Reserve Fund to meet the City's Reserve Policy requirement of maintaining a General Reserve balance equal to 50% of total ongoing General Fund expenditures. The budget anticipates a General Reserve balance of \$10.3 million, General Fund unassigned fund balance of \$1.1 million, and a Pension Trust Fund balance of \$13.1 million at the end of FY 2023/24.

The budget includes funding for a number of Council-directed special projects, beyond staff's baseline work, Strategic Plan strategies, and Capital Improvement Plan (CIP) projects. These Council-directed special projects are the following:

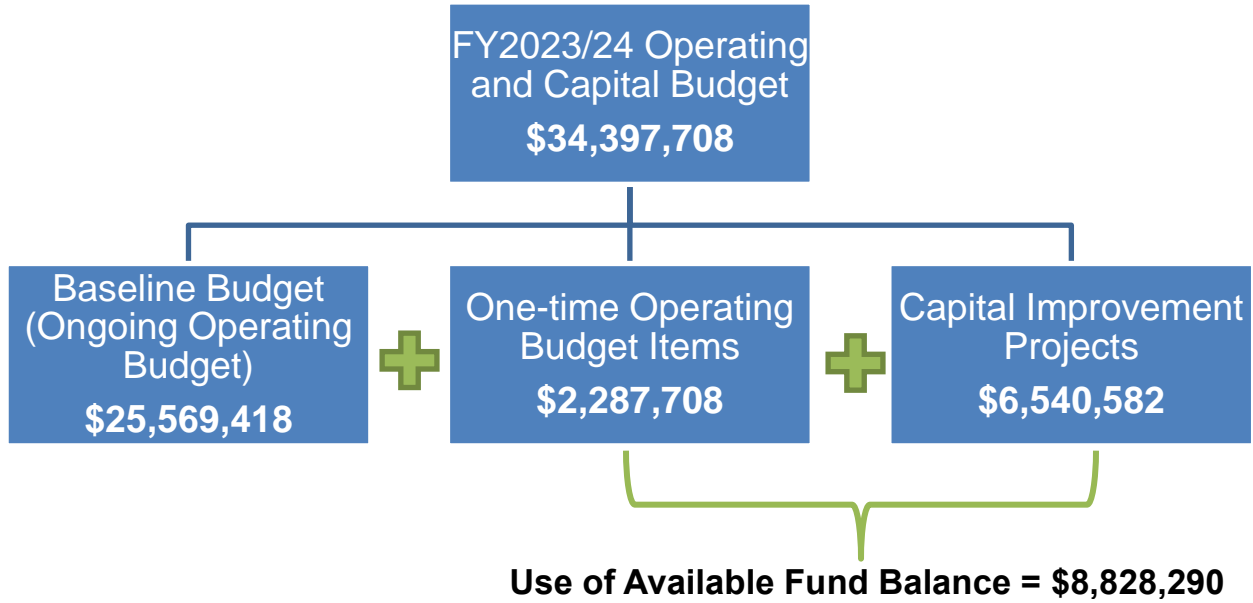
- Additional City-coordinated community events (United Against Hate Week, Earth Month, etc.);
- Development of the Climate Action and Adaptation Plan (CAAP);
- Disposal and/or visioning for surplus City property;
- Development of regulations regarding single-use plastics;
- Research on options for just cause eviction regulations;
- Research on a potential citywide project labor agreement (PLA);
- Research on steps the City would need to take to establish a public bank;
- Creation of a sister city agreement;
- Creation of a public art program/City mural program update;
- Implementation of a City of Pinole job fair;
- Implementation of a weatherization program;
- Research on additional food security and recovery activities;
- Options for Old Town wayfinding signage;
- An electric vehicle (EV) charging station feasibility study (this might be addressed through the CAAP);
- Research on the process required to establish a fire prevention maintenance district;
- Establishing a business development/community help reserve; and
- Establishing a revitalization reserve.

City staff believes that it will be able to complete the Council-directed special projects listed above by the end of FY 2023/24, but does not have the capacity to take on any additional special projects. Staff also recommends that the City adopt a practice of not adding any special projects mid-fiscal year unless an existing special project is taken off of the list.

It is a public finance best practice, and a goal of the City's Financial Policy on a Structurally Balanced Budget, to create a proposed General Fund operating budget that is structurally balanced, meaning that ongoing revenues equal or exceed ongoing expenditures.

The Fiscal Year (FY) 2023/24 Operating and Capital Budget is structurally balanced in that ongoing revenues equal or exceed ongoing expenditures. The budget does use one-time sources, such as fund balance, for one-time expenditures.

The Fiscal Year (FY) 2023/24 Operating and Capital Budget consists of the baseline budget (ongoing operating budget), one-time operating budget items such as special Council-directed initiatives, and capital improvement projects that are funded by the General Fund including the Measure S Funds. The graphic below depicts the composition of the Budget. As shown, the budget assumes the use of \$8.8 million of fund balance. Table 2 on the following page provides a detailed list of the one-time budget items and capital improvement projects.



*Table 2 – One-Time Budget Items and Capital Improvement Projects (Some are Projects Budgeted in FY 2022/23, but Not Completed, so Carried Forward to FY 2023/24)*

<b>Baseline Budget</b>	
<b>Total Ongoing Expenditures</b>	<b>\$ 25,569,418</b>
<b>One-Time Items and Initiatives</b>	
Alex Clark Room Transformation	20,000
Business Development/Community Help Reserve	10,000
CERT Program Supplies	20,000
Citizen Request Software	15,000
City Clerk Furniture Replacement	5,000
City Council Furniture Replacement	15,000
City Hall Landscaping Improvements	20,000
Citywide Information Technology Initiatives and Equipment Replacement	147,556
Citywide Records Project Support	11,300
Consultant for Grant Research, Writing, and Admin Services	45,000
Digital Billboard	25,000
Dispatch Chair Replacement	15,324
Diversity, Equity, and Inclusion (DEI) Consulting	40,000
Economic Development Branding	15,000
Economic Development Strategy Year 1 Implementation	71,416
Event Planning Vendor	30,000
Fire General Liability Insurance	151,592
Holiday Lights Over San Pablo Ave.	30,000
Miscellaneous Consulting	20,000

On-Call Consultants for Capital Projects	75,000
Pedestrian Bridge Inspection	50,000
Policies & Procedures Update Support	20,000
Revitalization Reserve	10,000
Strategic Financial Planning Support	40,000
Street Improvements	200,000
Tiny Tots Restroom Walls/Floor Repair and Replacement	11,000
Transfer to Equipment Replacement Fund	150,000
Transfer to General Reserve Fund	764,520
Weatherization/Energy Efficiency	250,000
Youth Center Vinyl Flooring	10,000
<b>Total One-Time Items and Initiatives</b>	<b>2,287,708</b>
<b>Capital Improvement Projects</b>	
Active Transportation Plan	170,000
Brandt Street Improvements	170,000
City Hall Modernization	125,000
Citywide Roof Repairs and Replacement	900,000
Emergency Power for Critical Failures	200,000
Energy Audit	50,000
Energy Upgrades	150,000
Facilities & Real Estate Master Plan	200,000
Hazel St. Storm Drain Improvements	382,098
Municipal Broadband Feasibility	60,000
Park Master Plan	150,000
Pinole Smart Signals	154,302
Public Safety Building Modernization	225,000
Recycled Water Feasibility	200,000
Roble Road Drainage Improvements	700,000
Safety Improvements at Appian Way & Marlesta Road	193,029
Safety Improvements at Tennent Avenue/Pear & Plum Streets	158,322
San Pablo Ave Bridge Replacement	300,000
Senior Center Auxiliary Parking	1,327,831
Senior Center Modernization	175,000
Skatepark Rehabilitation	150,000
Storm Drainage Master Plan	250,000
Tree Mitigation	150,000
<b>Total Capital Improvement Projects</b>	<b>6,540,582</b>
<b>Total Final Proposed General Fund Budget</b>	<b>\$ 34,397,708</b>

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## Background

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**ELECTED OFFICIALS**



Devin Murphy  
Mayor



Maureen Toms  
Mayor Pro Tempore



Anthony Tave  
Council Member



Cameron Sasai  
Council Member



Norma Martínez-Rubin  
Council Member



Roy Swearingen  
City Treasurer

**DEPARTMENT HEADS**

City Manager	Andrew Murray
City Attorney (Contract)	Eric Casher
City Clerk	Heather Bell
Community Development Director	Lilly Whalen
Community Services Director	Jeremy Rogers
Finance Director	Markisha Guillory
Human Resources Director	Stacy Shell
Police Chief	Neil Gang
Public Works Director	Sanjay Mishra

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## **CITY OF PINOLE STRATEGIC PLAN 2020-2025**

In February 2020, the City of Pinole adopted a Strategic Plan 2020 – 2025. The Strategic Plan established the following vision, mission, and goals for the City, as well as 22 specific “strategies” (special projects), to be completed over a five-year timeframe, that would help the City achieve the goals.

### **VISION**

Pinole is a safe, vibrant, and innovative community with small town charm and high quality of life.

### **MISSION**

Pinole will be efficient, ethical, and effective in delivering quality services with community involvement and fiscal stewardship.

### **GOALS**

1. **Safe and Resilient Pinole:** Develop and communicate resilience through quality public safety service delivery, property maintenance policies and practices, and disciplined investment in community assets.
2. **Financially Stable Pinole:** Ensure the financial health and long-term sustainability of the City.
3. **Vibrant and Beautiful Pinole:** Facilitate a thriving community through development policies and proactive relationship building.
4. **High Performance Pinole:** Build an organization culture that is efficient, ethical, and effective in delivering quality services with community involvement and fiscal stewardship.

The City Council held a special strategic planning meeting on April 29, 2023 during which it reaffirmed the vision, mission, and goals of the Strategic Plan and made some adjustments to some strategies.

## PROFILE OF THE CITY

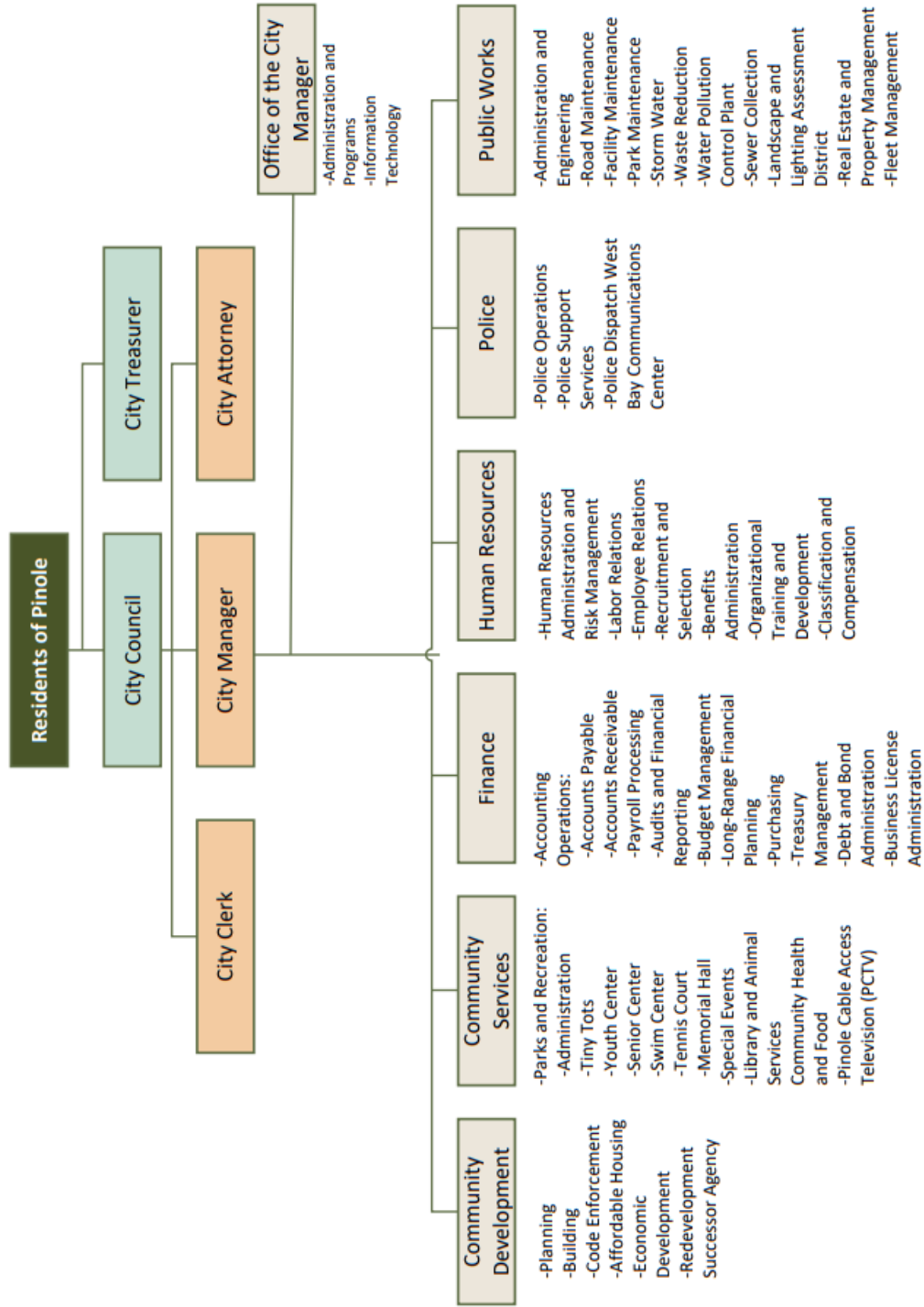
The City is primarily a residential community located in the San Francisco Bay Area on the shores of San Pablo Bay in West Contra Costa County. Highway Interstate 80, which traverses Pinole, connects the San Francisco/Oakland metropolitan area with Sacramento and points east. Pinole is linked to central Contra Costa County which includes the cities of Martinez, Concord, and Pleasant Hill by State Route 4 which begins just north of Pinole and connects with Interstate 680. There are approximately four-square miles of land included in Pinole's boundary. The City's population on January 1, 2022 was 18,628, according to the California Department of Finance.

The City of Pinole is a general law city that was incorporated on June 25, 1903. The City operates under a Council-Manager form of operation, whereby policies of the City Council are administered by a City Manager who is appointed by the City Council. All municipal departments operate under the supervision of the City Manager. The Council consists of five members who are elected at large for four-year overlapping terms. The Council elects one of the Council members to serve as Mayor each year.

The City is a full-service city that provides the following services: public safety (police), public works, community services (including recreation and Pinole community television), community development, and general administration services.



**ORGANIZATIONAL STRUCTURE**



Note: The Contra Costa County Fire Protection District provides fire safety services to Pinole residents.

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## **Budget Development Process and Budget Award**

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## **BUDGET DEVELOPMENT PROCESS**

The City's budget is created through a collaborative, iterative process involving the City Council, community, and City staff. The City's budget development process is considered an "incremental" budget process, meaning that the budget for the upcoming year is developed based on the current year's budget and includes incremental changes.

City staff takes the following steps to create the budget:

- Finance Department uses the current budget, which incorporates any mid-year changes approved by the City Council, as the starting point;
- Finance Department creates a "baseline budget" for the upcoming year by taking the ongoing revenues and expenditures included in the current budget and factoring in known or assumed changes to revenues and expenditures (i.e., forecasted changes to different revenue streams, general inflation, known changes to debt service, etc.);
- Departments review and confirm the known and assumed changes incorporated into the baseline budget;
- Departments submit requests for changes from the baseline budget to address proposed special projects or increased service levels;
- Finance Department and City Manager consider department requests for changes to the baseline budget and prepare a Preliminary Proposed budget for the Finance Subcommittee and/or City Council's consideration;
- Finance Department incorporates changes and prepares the Revised Proposed budget for the Finance Subcommittee and/or City Council's consideration;
- Finance Department incorporates any final changes as necessary and submits the Final Proposed Budget to the City Council for adoption.

City staff presented the General Fund baseline budget to the Finance Subcommittee on April 12, 2023 and to the City Council on April 25, 2023 (budget workshop). At the April 25, 2023 meeting, staff asked the City Council whether it would like to add any special projects or other changes to the baseline budget. The City Council did not direct staff to add any additional items to the budget. Staff then prepared the Preliminary Proposed budget and the status quo ten-year financial forecast, which was to the City Council on May 16, 2023. At that time, the City Council did not direct staff to make any changes. Staff presented the Revised Proposed Fiscal Year (FY) 2023/24 Operating and Capital Budget to the City Council on June 6, 2023, and were not directed to make any changes for the Final Proposed budget.

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**KEY MILESTONES OF THE DEVELOPMENT OF THE BUDGET AND CIP FOR FY 2023/24**

**March 14, 2023**

- Department Proposed FY 2023/24 Budget Requests due to Finance

**April 12, 2023**

- Finance Subcommittee Meeting
  - FY 2023/24 General Fund Baseline Budget
  - Draft FY 2023/24 - FY 2027/28 Five-Year Capital Improvement Plan (CIP)

**April 13-20, 2023**

- Budget Review Meetings
  - City Manager and Finance Department meet with Department Directors to review and discuss proposed budgets

**April 20, 2023**

- Balancing Act Survey released - FY 2023/24 Pinole Community Priorities Survey

**April 25, 2023**

- City Council Special Meeting (Budget Workshop)
  - FY 2023/24 General Fund Baseline Budget
  - Proposed Projects for FY 2023/24 - FY 2027/28 Five-Year Capital Improvement Plan (CIP)

**May 16, 2023**

- City Council Meeting
  - Preliminary Proposed FY 2023/24 Operating and Capital Budget
  - Preliminary Proposed FY 2023/24 Five-Year Capital Improvement Plan (CIP)
  - Preliminary Status Quo Ten-Year Financial Forecast for FY 2023/24 - FY 2032/33

**June 6, 2023**

- City Council Meeting
  - Revised Proposed FY 2023/24 Operating and Capital Budget
  - Revised Proposed FY 2023/24 Five-Year Capital Improvement Plan (CIP)

**June 20, 2023**

- City Council Meeting
  - Adopt Final Proposed FY 2023/24 Operating and Capital Budget
  - Adopt Final Proposed FY 2023/24 Five-Year Capital Improvement Plan (CIP)
  - Adopt FY 2023/24 Appropriations Limit

**July 1, 2023**

- FY 2023/24 Begins

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**BUDGET AWARD**

The City received its ninth consecutive Operating Budget Excellence Award from the California Society of Municipal Finance Officers (CSMFO) for its FY 2022/23 budget. The City previously received the Meritorious Award for its FY 2005/06 through FY 2010/11 budgets, and Outstanding Financial Reporting for its FY 1995/96 through FY 2000/01 budgets. The award reflects the commitment of the City to meeting the highest principles of government budgeting. To receive this award, the City had to satisfy nationally recognized guidelines for effective budget presentation.



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## **Revenue and Expenditure Summaries**

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## **REVENUE AND EXPENDITURE SUMMARIES**

The City’s General Fund accounts for all general revenues received by the City. The General Fund supports various City operations, including primarily public safety. The City also has numerous other funds that account for revenue received and expended for specific purposes.

### **GENERAL FUND REVENUE**

The major revenue sources for the General Fund are property tax, sales tax, utility users’ tax, intergovernmental tax, franchise fees, business license tax, and transient occupancy tax. The City’s Finance Department creates the estimates of these General Fund revenues for the budget using economic information obtained from several sources, including the State of California, Contra Costa County, and third-party consultants. Estimates of revenues generated by City departments are prepared by the respective department with assistance from the Finance Department. Each of these revenue sources is described in detail below.

Total General Fund (including Measure S 2006 and 2014 Funds) revenue is projected to be \$25.6 million, including transfers in, as summarized below.

<b>Revenue Category</b>	<b>FY 2023/24 Budget</b>	<b>% Total Budget</b>
Property Taxes	\$5,678,211	22%
Sales and Use Taxes	4,621,023	18%
Sales and Use Taxes - Measure S 2006 and 2014	4,972,000	19%
Utility Users Tax	2,085,485	8%
Franchise Taxes	794,658	3%
Transient Occupancy Tax	453,200	2%
Business License Tax	450,014	2%
Intergovernmental Taxes	2,319,918	9%
Public Safety Charges	1,432,539	6%
Other Revenues	558,094	2%
Transfers In	2,245,480	9%
<b>Total</b>	<b>\$25,610,623</b>	

### **Property Tax**

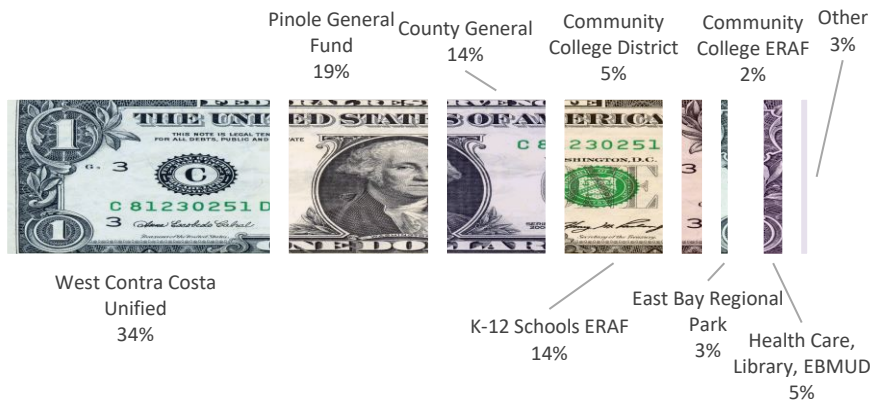
Property tax is an ad valorem tax imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (movable property). The fixed statutory rate is 1% of assessed valuation. Assessed value is based on the 1975 property values with subsequent increases limited to 2% or CPI growth, whichever is less. However, when there is a change in property ownership, property renovation or new construction, property is reappraised at its full current market value. Proposition 8 allows the County Assessor to decrease these assessed values when

property values decline and recapture these valuations back to the original amounts in the following years if property values increase.

The General Fund receives on average 19% of the total ad valorem property taxes levied (excluding voter approved tax overrides pledged for the retirement of bonded debt) on property located within the City’s boundary (exclusive of the Redevelopment Project Areas). Property tax settlements are received in December (55%), April (40%) and June (5%). Property tax is imposed and collected by the County. Contra Costa County is on a Teeter Plan. The County absorbs the delinquencies under this plan. The chart below illustrates the breakdown of the agencies that receive the property tax dollar.

The City uses property tax estimates provided by consulting firm HdL as the basis for the budget. For FY 2023/24, property tax is estimated to be \$5.7 million, a 19% increase over the FY 2022/23 revised budget. The increase is largely due to the increase in residual property tax revenue that the City expects to receive from the former Redevelopment agency due to the retirement of outstanding debt.

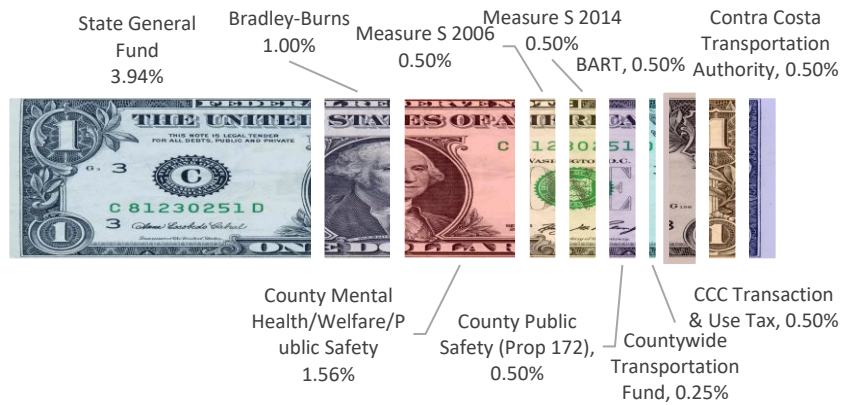
**Property Tax Dollar Breakdown**



**Sales Tax**

Sales tax is the General Fund’s single largest revenue source. The City’s 9.75% Sales tax is levied on all merchandise and includes the 1% Bradley Burns Sales Tax, and Local Sales and Use Taxes Measure S 2006 (0.5%) and Measure S 2014 (0.5%) both of which have no sunset date. The City uses sales tax estimates provided by consulting firm HdL as the basis for the budget. For FY 2023/24, General Fund sales tax, including Measure S 2006 and 2014, is projected to be \$9.6 million, a 1% increase over the FY 2022/23 revised budget.

**Sales Tax Dollar Breakdown**



**Utility Users’ Tax**

Utility Users’ Tax (UUT) is levied in accordance with Chapter 3.26 of the Municipal Code, amended in 2018 which levies an 8% tax on the value public utilities services consumed within the City limits for electricity, natural gas, and telecommunications. Low-income households are eligible for exemption from payment. The Electorate ratified renewal of the taxing authority in November 2018 with no sunset date. The City estimates UUT based on historical trends and industry resources. For FY 2023/24, UUT is projected to be \$2.1 million, an 8% increase over the FY 2022/23 revised budget.

**Franchise Fees**

Franchise tax is levied on organizations that use the public right of way to furnish gas (PG&E) (1%) and electricity (PG&E) (2%), refuse (Republic Services) (10%), and cable television (Comcast and AT&T) (5%). The various fees are delineated in franchise agreements and are paid directly to the city by these franchisees. Estimates are based on historical experience considering contract amendments which impact future years. For FY 2023/24, franchise tax is projected to be \$794,658, a 1% increase over the FY 2022/23 revised budget.

**Business License Tax**

Business license tax is assessed on all businesses doing business within City limits in accordance with Municipal Code Title 5. The City charges business license tax in accordance with the provisions of Government Code 37101. Pinole’s tax is computed based on a flat tax of \$160 (current) per year combined with a variable tax component based on number of employees engaged in each business. Estimates are based on trend

analysis. For FY 2023/24, business license is projected to be \$450,014, a 9% increase over the FY 2022/23 revised budget.

### **Transient Occupancy Tax (Motel or Bed Tax)**

Transient Occupancy Tax (TOT) is a 10% tax levied by the City for the privilege of occupying quarters on a transient basis (Chapter 3.24 of Municipal Code). This tax is imposed upon persons staying 30 days or less in a motel or lodging facility. The tax rate is set at the discretion of the City Council, subject to ratification by the City's electorate. For FY 2023/24, transient occupancy tax is projected to be \$453,200, a 3% increase over the FY 2022/23 revised budget.

### **Motor Vehicle In-lieu**

Motor Vehicle In-lieu (VLF) is the City's share of motor vehicle license fees levied, collected and apportioned by the State. VLF, also called the "motor vehicle in-lieu tax" is a tax on the ownership of registered motor vehicles which takes the place of taxation of this personal property. The VLF is paid annually at the time vehicle licenses are renewed based on current value adjusted for depreciation. The budget projection is based on projections provided by the City's property tax consultant HdL. For FY 2023/24, VLF is projected to be \$2.3 million, a 5% increase over the FY 2022/23 revised budget.

### **Public Safety Charges**

Public safety charges are received for dispatch services provided to the cities of Hercules and San Pablo under an Intergovernmental Service Sharing agreement. A portion of the costs of this activity are reimbursed by the City of Hercules and City of San Pablo. Under the current agreement, the City's recovers approximately 67% of the activity's budget. The budget projection is based on the formula provided in the agreement. For FY 2023/24, public safety charges are projected to be \$1.4 million, a 2% increase over the FY 2022/23 revised budget. A new agreement is under negotiation as the current agreement expires June 30, 2023.

### **Other Revenue**

Other revenue is made up of all other revenue sources, such as fees, permits, interest income, grants, reimbursements, and other miscellaneous revenue. These revenues are projected primarily using historical trend analysis. The FY 2023/24 budget assumes an average 1% increase over the FY 2022/23 revised budget.

The City completed a comprehensive fee study that resulted in a number of changes to fees beginning in FY 2022/23. The City is still reviewing the fees for the Police Department and development impact fees and expects to present recommendations for changes to those to the City Council sometime during FY 2023/24.

## Transfers In

Transfers in shown in the FY 2023/24 budget comes from the Pension Section 115 Trust to offset the increase in pension costs in the General Fund and Measure S Funds. The amount transferred is based on the difference between the City’s base year (FY 2018/19) contribution toward employee pensions and the forecasted required City contribution in future years.

## GENERAL FUND EXPENDITURES

General Fund revenues are not restricted to any specific use and can be expended on any allowable municipal purpose. For FY 2023/24, total General Fund expenditures are projected to be \$34.4 million, including transfers out, as summarized below.

Expenditure Category	FY 2023/24 Budget	% Total Budget
Salaries and Wages	\$9,359,141	27%
Employee Benefits	6,219,651	18%
Professional/Admin Services	4,512,515	13%
Contra Costa County Fire Protection District	5,391,485	16%
Other Operating	292,711	1%
Materials and Supplies	183,200	1%
Interdepartmental Charges	(749,173)	-2%
Capital Outlay	6,203,296	18%
Debt Service	611,107	2%
Transfers Out	2,373,775	7%
<b>Total</b>	<b>\$34,397,708</b>	

## Salaries and Wages

The forecast for salaries and wages is based on the City’s current staffing level (115) full-time equivalents (FTEs), future salary increases for different classifications already agreed upon in the City’s current labor memorandums of understanding (MOUs), and an assumption about salary increases for classifications after current labor MOUs expire (3% annually). The forecast includes a savings factor equal to 4% of total annual salary and benefits expenditures to account for savings resulting from position vacancies. For FY 2023/24, salaries and wages are projected to be \$9.4 million, an 18 % decrease over the FY 2022/23 revised budget. The decrease is due to the transition of 16 Fire Department staff to Con Fire.

## **Employee Benefits**

The cost of retirement benefits is the City's annual required contribution for employees' pension to the California Public Employees' Retirement System (CalPERS). The City's annual required contribution is determined by an annual actuarial valuation report, the most recent of which is as of July 2021. The forecast reflects the net cost to the City (the required total contribution minus the employee contributions). All classic employees currently contribute the required employee contribution plus a portion of the employer's contribution for a total of 15%.

Other benefits include employee medical/dental/vision care, workers' compensation, and others. The benefits cost in the forecast is based primarily trends and information provided by service providers.

For FY 2023/24, benefits are projected to be \$6.2 million, a 17% decrease over the FY 2022/23 revised budget. The decrease is due to the transition of 16 Fire Department staff to Con Fire.

## **Professional and Administrative Services**

Professional and administrative services includes City Attorney services, temporary services, network and software maintenance, and equipment and building maintenance. Contract services with other government agencies, such as the County animal services and library services, are also included in professional services. This category is primarily projected based on historic trends. For FY 2023/24, professional and administrative services are projected to be \$4.5 million, a 9% decrease over the FY 2022/23 revised budget. The decrease is mainly due to the reduction in non-personnel expenses resulting from the transition of the Fire Department to Con Fire.

## **Contra Costa County Fire Protection District Fire Services Agreement**

Effective March 1, 2023, the City entered into an agreement with the Contra Costa County Fire Protection District (CCCFPD) to provide fire protection services to Pinole residents. For FY 2023/24, the cost is \$5.4 million per the approved five-year agreement.

## **Other Operating Expenses**

Other operating expenses include all other expenditure categories, such as travel/training, office expenses, utilities, indirect costs, and materials and supplies. This category is projected based on historic trends. For FY 2023/24, other operating expenses are projected to be \$292,711, a 2% increase over the FY 2022/23 revised budget.



## **Capital Outlay**

Capital outlay includes non-major asset acquisition and improvements, such as computer equipment and furniture, as well as several major capital projects to be funded by the General Fund unassigned fund balance. This category is projected based on historic trends as well as estimated costs of capital projects. For FY 2023/24, capital outlay is projected to be \$6.2 million.

Capital improvement projects are detailed in a separate Five-Year Capital Improvement Plan (CIP). Each fiscal year, capital needs are assessed and prioritized through the CIP planning process.

## **Debt Service**

Debt service includes the payment of debt for the 2006 pension obligation bonds (POBs) that were issued to finance the City's unfunded accrued actuarial liability with CalPERS. The future years are forecasted based on the long-term debt obligation schedule.

## **Transfers Out**

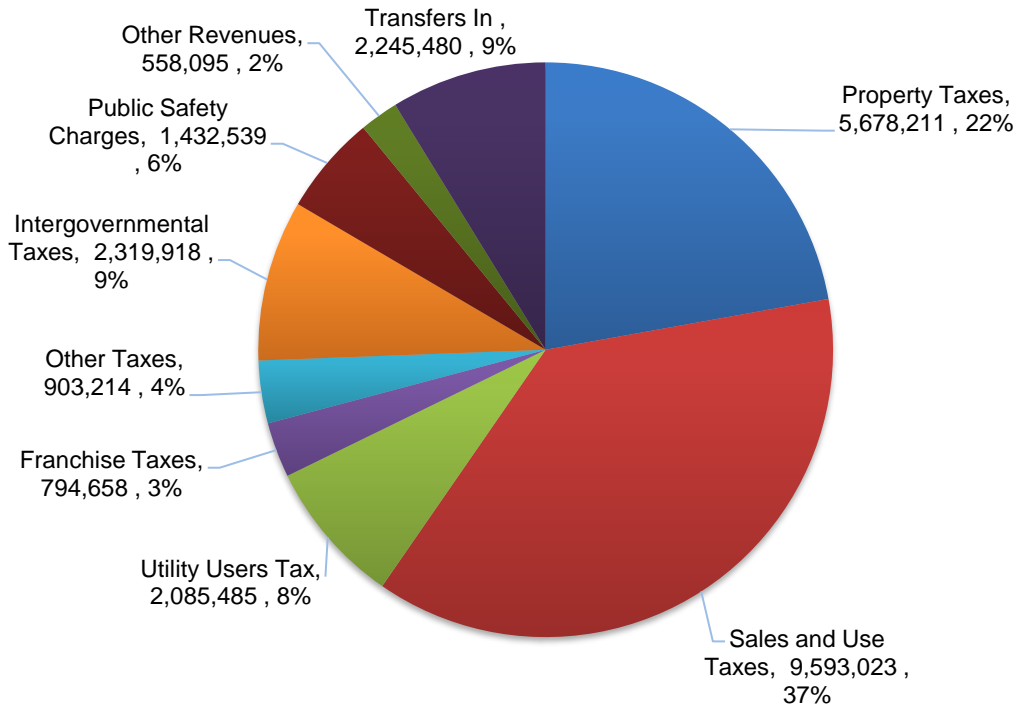
Transfers out includes the transfers from the General Fund and Measure S to other funds to support Recreation programs, Pinole Community Television (PCTV), vehicle and equipment replacement. Transfers out also includes the transfer from the General Fund to the General Reserve Fund.

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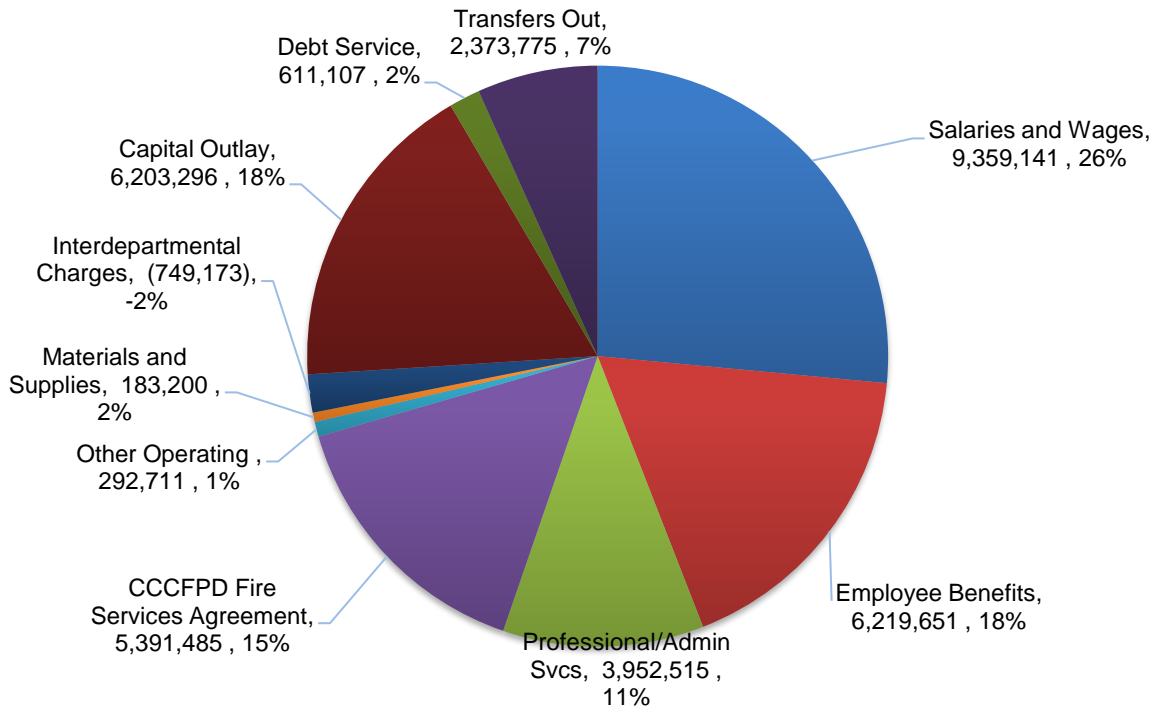
Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – General Fund

GENERAL FUND (Including Measure S 2006 and 2014)	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget
<b>Revenue by Category</b>					
311 - Property Taxes	4,514,755	4,091,345	4,307,208	4,776,626	5,678,211
312 - Sales and Use Taxes	7,689,917	8,927,361	9,613,625	9,484,095	9,593,023
313 - Utility Users Tax	1,809,832	1,939,726	2,063,773	1,934,150	2,085,485
314 - Franchise Taxes	750,002	751,598	788,146	786,790	794,658
315 - Other Taxes	826,504	795,839	929,466	852,500	903,214
321 - Intergovernmental Taxes	1,952,717	2,034,203	2,108,808	2,215,948	2,319,918
322 - Federal Grants	-	-	-	-	-
323 - State Grants	40,193	10,951	13,847	40,000	65,882
324 - Other Grants	47,026	287,768	46,937	47,026	47,025
332 - Permits	65,987	77,992	120,780	68,700	108,700
341 - Review Fees	13,730	37,139	42,210	28,000	500
342 - Other Fees	41,929	56,754	23,880	43,194	15,054
343 - Abatement Fees	46,060	3,844	5,127	36,000	33,500
351 - Fines and Forfeiture	16,874	13,166	10,411	22,050	22,050
361 - Public Safety Charges	1,260,013	1,345,588	1,477,492	1,405,108	1,432,539
370 - Interest and Investment Income	289,324	33,340	(134,495)	150,000	150,000
381 - Rental Income	89,661	86,880	96,516	89,896	89,896
383 - Reimbursements	23,257	83,285	16,341	18,674	16,928
384 - Other Revenue	47,205	3,788	35,606	5,100	7,560
392 - Proceeds from Sale of Property	13,855	83,209	240,182	1,000	1,000
393 - Loan/Bond Proceeds	500,000	55,197	-	-	-
399 - Transfers In from Section 115 Trust	-	1,327,427	1,061,736	2,016,612	2,245,480
399 - Transfers In from ARPA Fund	-	-	-	4,090,010	-
<b>Revenue Total</b>	<b>20,038,840</b>	<b>22,046,398</b>	<b>22,867,595</b>	<b>28,111,479</b>	<b>25,610,623</b>
<b>Expenditures by Category</b>					
40 - Salaries and Wages	9,182,685	9,687,549	10,550,396	11,462,312	9,359,141
41 - Employee Benefits	5,315,443	5,492,537	6,030,608	7,496,535	6,219,651
42 - Professional/Administrative Services	2,841,245	3,120,915	4,083,329	4,670,075	9,904,000
43 - Other Operating Expenses	276,628	332,324	304,499	286,311	292,711
44 - Materials and Supplies	152,349	148,389	261,505	229,200	183,200
46 - Interfund/Interdepartmental Charges	(807,690)	(916,482)	(838,609)	(683,039)	(749,173)
47 - Asset Acquisition, Improvement, Disposal	1,031,960	1,397,824	697,550	3,308,553	6,203,296
48 - Debt Service	606,554	558,607	608,736	596,107	611,107
49 - Transfers Out	1,255,058	1,588,652	3,360,117	2,071,880	2,373,775
<b>Expenditures Total</b>	<b>19,854,232</b>	<b>21,410,315</b>	<b>25,058,131</b>	<b>29,437,934</b>	<b>34,397,708</b>
<b>Expenditures by Department</b>					
10 - City Council	210,303	221,252	215,904	188,396	212,212
11 - City Manager	206,565	603,505	527,117	615,943	590,960
12 - City Clerk	183,241	243,065	327,468	586,347	624,354
13 - City Treasurer	8,592	8,286	8,375	8,662	8,727
14 - City Attorney	489,469	489,955	406,476	321,057	320,428
15 - Finance Department	482,166	573,555	561,011	727,747	854,336
16 - Human Resources	430,578	292,727	377,614	768,472	888,227
17 - Non-Departmental	3,495,716	3,534,790	5,274,979	3,629,942	3,975,120
18 - Information Systems	21,748	-	-	102,600	3,600
22 - Police Department	8,057,519	8,495,554	9,847,359	10,535,459	11,062,112
23 - Fire Department	4,514,810	5,429,808	5,100,962	5,564,428	5,571,985
34 - Public Works	1,521,779	1,335,586	1,824,492	5,366,545	9,238,294
46 - Community Development	217,153	173,504	263,181	546,464	625,617
55 - Community Services	14,593	8,727	272,629	475,872	421,736
64 - Sewer	-	-	50,563	-	-
<b>Expenditures Total</b>	<b>19,854,232</b>	<b>21,410,315</b>	<b>25,058,131</b>	<b>29,437,934</b>	<b>34,397,708</b>
<b>Net Operating Results</b>	<b>184,609</b>	<b>636,084</b>	<b>(2,190,536)</b>	<b>(1,326,455)</b>	<b>(8,787,085)</b>
City of Pinole		35			

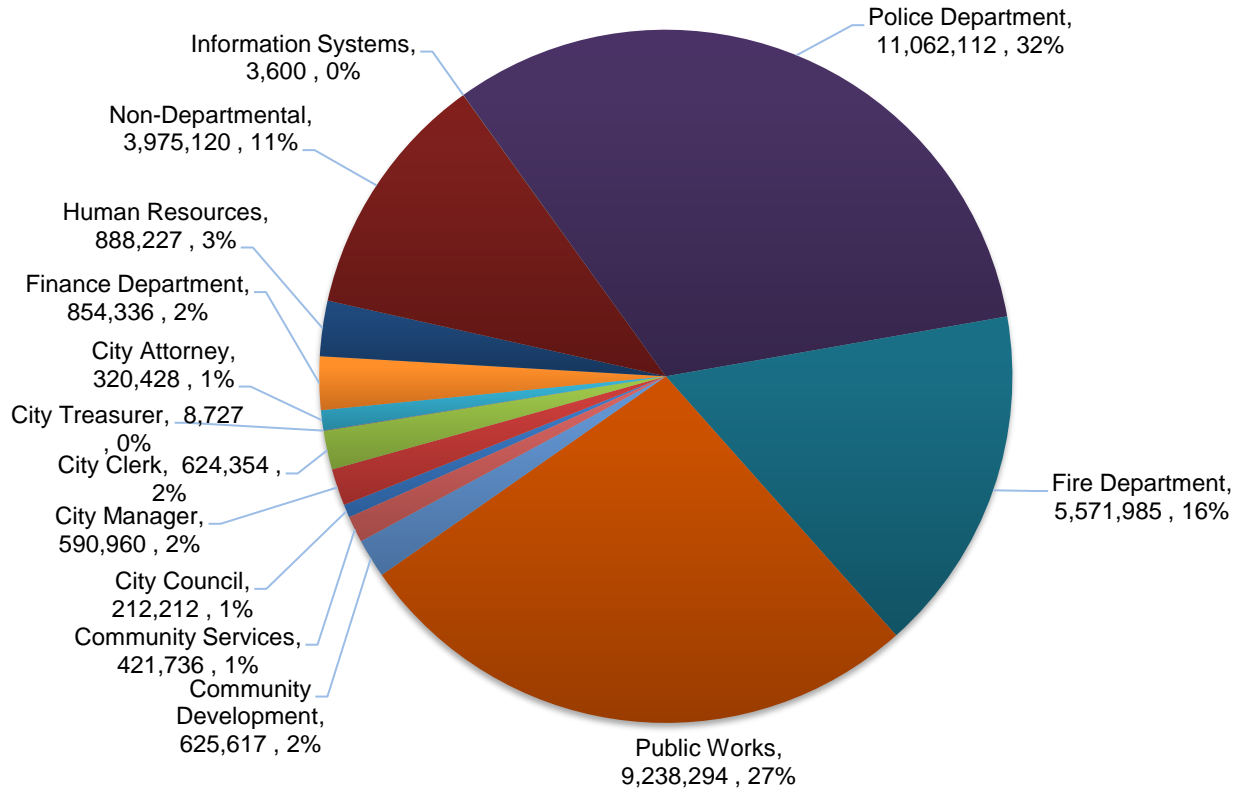
**General Fund Revenue by Type: \$25,610,623**



**General Fund Expenditures by Type: \$34,397,708**



**General Fund Expendiures by Department: \$34,397,708**



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## **MAJOR NON-GENERAL FUNDS**

Aside from the General Fund, the City also maintains special revenue funds, capital project funds, and enterprise funds. These funds generate revenue from many sources, such as taxes, charges for services, and user fees. Below find descriptions of the major Non-General Funds.

### **Special Revenue Funds**

#### **Gas Tax Fund - 200**

The Gas Tax Fund accounts for the Highway Users Tax Account (HUTA) State imposed excise taxes on gasoline and diesel fuel sales within the City Limits. These taxes are distributed primarily on the basis of population pursuant to formulas specified in Streets and Highways Code Sections 2105, 2106, 2107, 2107.5, and Section 2103. As a result of the Road Repair and Accountability Act of 2017 (SB1 Beall), funds received as part of the Road Maintenance and Rehabilitation Account (RMRA) Section 2106 are also accounted for in this fund. Gas Tax funds are restricted for use in the construction, improvement, and maintenance of public streets. These funds support both annual operating and capital projects related to streets. It is common for funds that support capital projects to accrue significant fund balances over multiple years while cities save resources over time to invest in large projects, which have greater economies of scale. For FY 2023/24, revenue is projected to be \$1 million. Expenditures are projected to be \$2 million for road maintenance projects. It is anticipated that approximately \$934,586 of fund balance will be used for capital projects.

#### **Recreation Fund - 209**

The Recreation Fund accounts for program fees, fundraising proceeds, and donations for Recreation programs. Resources are used towards staffing and maintenance costs to operate the programs. The fund receives a transfer in from the General Fund to offset a recurring operating loss. For FY 2023/24, revenue is projected to be \$1.3 million. Expenditures are projected to be \$2.1 million. The budget assumes that Recreation programs to be open at full capacity during FY 2023/24.

#### **Building and Planning Fund - 212**

The Building and Planning Fund accounts for fees collected for building permits and plan check fees. Fees collected are used to cover the cost involved in plan checks and inspections performed. The City recently conducted a fee study to determine the City's total cost of providing certain services that have a specific beneficiary. The study recommended changes to the City's building and planning fees, which is expected to result in increased revenue. Several large developments projects are anticipated to be initiated in FY 2023/24. For FY 2023/24, revenues are projected to be \$1.4 million. Expenditures are projected to be \$2.2 million.

### Solid Waste Fund – 214

The Solid Waste Fund accounts for funds received from Republic Services, Inc. from a surcharge it assesses on customer rates for solid waste services. These funds are set aside for future solid waste capital projects and for a rate stabilization fund. For FY 2023/24, revenues are budgeted at \$368,000 and expenditures are budgeted at \$589,381. It is anticipated that approximately \$221,831 of fund balance will be used for capital projects.

### Measure C/J Fund - 215

The Measure C/J Fund accounts for special override sales tax revenues collected by the Contra Costa Transportation Authority (CCTA) and reapportioned to the cities for local street projects. The City must submit a checklist each year to confirm compliance with a Growth Management Program to maintain eligibility for the funds. Estimates of annual funding are provided by the CCTA, and jurisdiction allocations are based on a formula split (50/50) between population and road mileage. It is common for funds that support capital projects to accrue significant fund balances over multiple years while cities save resources over time to invest in large projects, which have greater economies of scale. For FY 2023/24, revenues are projected to be \$1.2 million. Expenditures are projected to be \$1.0 million.

### Growth Impact Fund – 276

The Growth Impact Fund accounts for development fees collected to mitigate the impact of new development. Specifically, it provides for the expansion, design, construction, or upgrade to facilities, roadways, and equipment. The City collects impact fees for police, fire protection, municipal, community, wastewater, roadways, and drainage. For FY 2023/24, revenue is budgeted \$1.0 million due from developers for several large multi-unit developments. Expenditures are projected at \$1.3 million for capital projects. It is anticipated that approximately \$308,406 of fund balance will be used for capital projects.

### Housing Assets Fund – 285

The Housing Assets Fund accounts for resources related to the affordable housing activities and portfolio of the former Redevelopment Agency. Funds must be expended for housing activities. The fund balance has increased in recent years due to the repayment of a significant loan due to the fund. For FY 2023/24, expenditures are projected to be \$339,254 for housing administration activities. It is anticipated that approximately \$284,254 of fund balance will be used for housing administration activities.

## **Capital Project Funds**

### City Street Improvements Fund – 325

The City Street Improvements Fund receives a transfer of \$250,000 per year from Measure S 2014 to fund road maintenance projects. It has a substantial fund balance due



to the accumulation of unspent funds from prior fiscal years. For FY 2023/24, revenues are budgeted at \$2.1 million due to anticipated grants from the West County Subregional Transportation Mitigation Program (STMP), CalTrans Highway Bridge Program, CalTrans Highway Safety Improvement Program, and Transportation for Livable Communities (TLC) Program. Expenditures are budgeted at \$2.2 million for street improvement projects. It is anticipated that approximately \$167,321 of fund balance will be used for capital projects.

#### Arterial Streets Rehabilitation Fund - 377

The Arterial Streets Rehabilitation Fund receives a transfer of \$250,000 per year from the Measure S 2014 to fund road rehabilitation projects. For FY 2023/24, expenditures are budgeted at \$758,624 for street rehabilitation projects. It is anticipated that approximately \$508,624 of fund balance will be used for capital projects.

### **Enterprise Funds**

#### Sewer Enterprise Fund -500

The Sewer Enterprise Fund accounts for fees charged to residents and businesses for sewer service provided by the City's Wastewater Treatment Plant (WWTP). Sewer user fees are charged in the amount specified by City Council Resolution (Section 13.04.040 PMC). Fees are used to operate, maintain, and renew the WWTP. The cost of operations is shared between the two cities using a cost sharing formula based on sewage inflows by each city. For FY 2023/24, revenue is projected to be \$9.3 million. Expenditures are projected to be \$24.2 million. It is anticipated that approximately \$14.9 million of its projected fund balance will be used to complete several key capital projects.

#### Pinole Community Television (PCTV) Fund - 505

The Pinole Community Television (PCTV) Fund accounts for revenues and expenditures related to the operation of PCTV. Revenue is received from video production charges to other cities, Public, Educational, and Governmental (PEG) access fees, and the General Fund. PEG fees are designated for equipment purchases. For FY 2023/24, revenue is projected to be \$535,052. Expenditures are projected to be \$682,056.

#### Information Systems -525

The Information Systems Fund is an internal service fund used to account for activities that provide technology goods or services to other City funds and departments on a cost-reimbursement basis. The budget includes funding for routine operating activities as well as special initiatives identified in the City's Information Technology Plan. For FY 2023/24, revenue and expenditures are balanced with each projected to be \$1.5 million.

## **Fiduciary Funds**

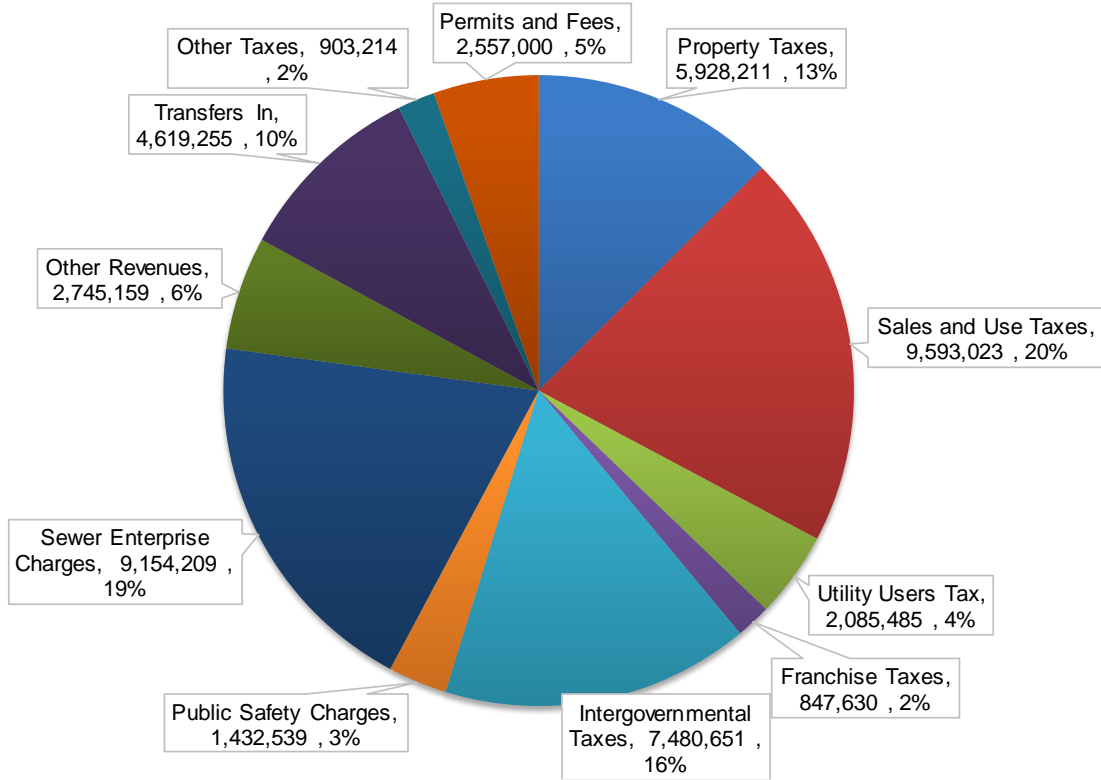
### Pension Fund – 700

The Pension Fund accounts for funds in the City's Section 115 trust, funded with one-time General Fund resources, to offset growth in the City's annual required contribution to CalPERS pension.

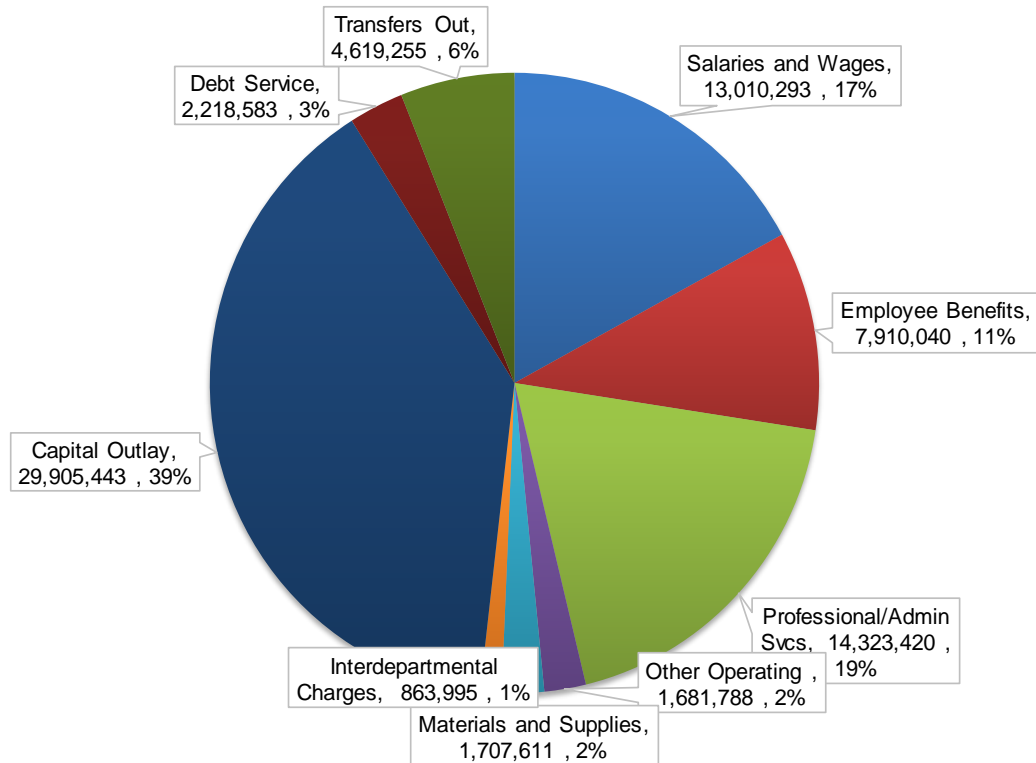
Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – All Funds

ALL FUNDS	FY 2019/20 Actual	FY 2020/21 Actuals	FY 2021/22 Actuals	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget
<b>Revenue by Category</b>					
311 - Property Taxes	4,514,755	4,091,345	4,307,208	5,026,626	5,928,211
312 - Sales and Use Taxes	7,689,917	8,927,361	9,613,625	9,484,095	9,593,023
313 - Utility Users Tax	1,809,832	1,939,726	2,063,773	1,934,150	2,085,485
314 - Franchise Taxes	778,835	776,957	810,080	839,762	847,630
315 - Other Taxes	826,506	795,839	929,466	852,500	903,214
321 - Intergovernmental Taxes	3,226,870	3,319,719	3,530,117	3,686,532	3,902,718
322 - Federal Grants	-	-	911,070	2,353,773	92,662
323 - State Grants	317,822	383,315	290,576	769,292	1,243,319
324 - Other Grants	752,777	677,915	785,671	1,733,337	2,241,952
332 - Permits	376,690	342,120	601,210	620,083	586,583
341 - Review Fees	367,649	243,014	398,529	1,089,242	405,169
342 - Other Fees	121,809	109,215	116,892	395,647	461,517
343 - Abatement Fees	46,060	3,844	5,127	55,600	33,500
344 - Impact Fees	59,943	49,560	2,453,146	580,048	1,070,230
351 - Fines and Forfeiture	68,576	41,235	39,392	67,050	87,050
361 - Public Safety Charges	1,260,013	1,345,588	1,477,492	1,405,108	1,432,539
362 - Public Works Charges	-	-	-	-	-
363 - Sewer Enterprise Charges	7,093,734	7,414,842	7,764,868	8,266,176	9,154,209
364 - Recreation Charges	379,124	128,296	311,782	379,636	359,786
365 - Cable TV Charges	191,537	223,342	216,837	316,956	316,956
370 - Interest and Investment Income	2,158,670	2,935,849	(2,978,741)	1,479,767	1,342,218
381 - Rental Income	185,594	131,335	121,141	161,225	163,025
382 - Concession Revenue	-	-	-	-	-
383 - Reimbursements	408,597	606,594	444,545	411,154	407,064
384 - Other Revenue	67,681	61,571	87,107	33,560	58,060
385 - Indirect Cost Allocations	-	-	-	-	-
392 - Proceeds from Sale of Property	13,855	83,209	688,940	1,000	1,000
393 - Loan/Bond Proceeds	559,344	120,594	112,662	872,883	10,000
399 - Transfers In	819,655	3,094,268	3,581,953	8,178,502	4,619,255
<b>Revenue Total</b>	<b>34,095,848</b>	<b>37,846,652</b>	<b>38,684,468</b>	<b>50,993,703</b>	<b>47,346,375</b>
<b>Expenditures by Category</b>					
40 - Salaries and Wages	11,111,582	11,508,885	12,977,267	14,522,679	13,010,293
41 - Employee Benefits	6,658,509	6,710,186	7,765,562	9,052,769	7,910,040
42 - Professional/Administrative Services	4,794,326	5,136,136	7,179,480	9,170,159	14,323,420
43 - Other Operating Expenses	1,583,741	1,565,131	1,773,766	1,601,912	1,681,788
44 - Materials and Supplies	958,065	909,837	1,227,452	1,774,193	1,707,611
46 - Interfund/Interdepartmental Charges	572,926	650,094	733,387	630,883	863,995
47 - Asset Acquisition, Improvement, Disposal	2,606,766	4,629,080	4,711,084	11,965,066	29,905,443
48 - Debt Service	1,569,641	1,455,787	1,415,202	2,207,731	2,218,583
49 - Transfers Out	1,255,058	3,094,268	4,421,853	8,178,502	4,619,255
<b>Expenditures Total</b>	<b>31,110,614</b>	<b>35,659,404</b>	<b>42,205,053</b>	<b>59,103,895</b>	<b>76,240,427</b>
<b>Expenditures by Department</b>					
10 - City Council	210,303	221,252	215,904	188,396	212,212
11 - City Manager	206,565	603,505	527,117	615,943	590,960
12 - City Clerk	183,241	243,065	327,468	586,347	624,354
13 - City Treasurer	8,592	8,286	8,375	8,662	8,727
14 - City Attorney	489,469	489,955	406,476	321,057	320,428
15 - Finance Department	482,166	573,555	561,011	767,747	904,336
16 - Human Resources	430,578	292,727	377,614	768,472	888,227
17 - Non-Departmental	3,601,499	5,049,270	7,026,762	9,736,564	6,220,600
18 - Information Systems	21,748	-	95,874	102,600	3,600
19 - Cable Access TV	374,875	391,792	439,347	646,780	682,056
22 - Police Department	8,630,931	8,823,952	10,153,924	11,113,181	11,946,816
23 - Fire Department	4,514,810	5,429,808	5,100,962	5,564,428	5,571,985
34 - Public Works	2,832,214	4,128,522	4,807,382	11,230,986	17,551,312
46 - Community Development	2,420,250	2,093,699	3,154,647	3,494,421	3,372,475
55 - Community Services	1,014,993	824,176	1,630,344	2,569,687	2,557,000
64 - Sewer	5,688,381	6,485,839	7,371,846	11,388,624	24,785,339
	<b>31,110,614</b>	<b>35,659,404</b>	<b>42,205,053</b>	<b>59,103,895</b>	<b>76,240,427</b>
<b>Net Operating Results</b>	<b>2,985,234</b>	<b>2,187,249</b>	<b>(3,520,585)</b>	<b>(8,110,192)</b>	<b>(28,894,051)</b>

**All Funds Revenue by Category: \$47,346,375**

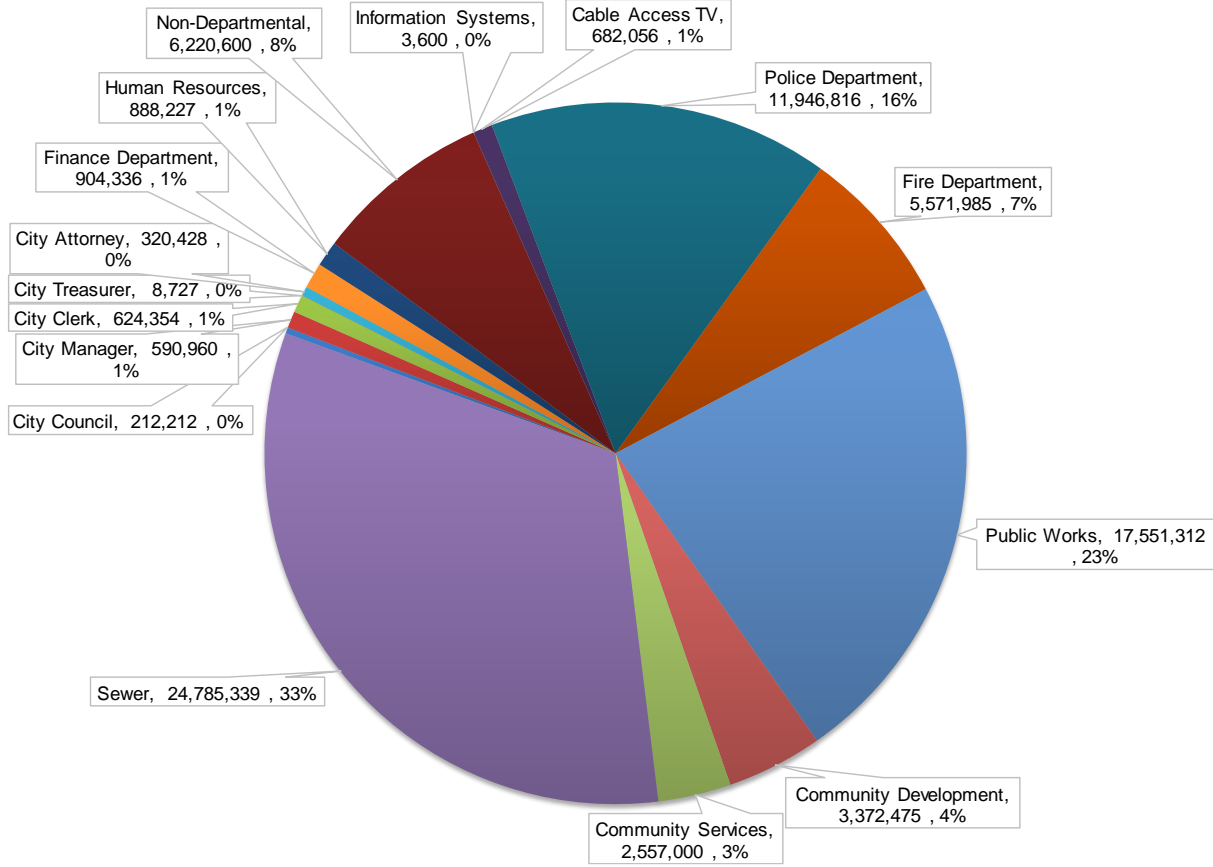


**All Funds Expenditures by Category: \$76,240,427**



Fiscal Year (FY) 2023/24 Operating and Capital Budget  
 Revenue and Expenditure Summaries – All Funds

**All Funds Expenditures by Department: \$76,240,427**



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**Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – All Funds**

	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2022/23	FY 2022/23	FY 2022/23	FY 2023/24	Prop to Rev
	Actual	Actual	Actual	Original Budget	Revised Budget	Actual Thru Mar-23	Projected Year-end	Proposed	Percent Change
<b>General Fund (including Measure S 2006 and 2014)</b>									
<b>Revenue</b>									
311 - Property Taxes	4,514,755	4,091,345	4,307,208	4,776,626	4,776,626	2,995,539	4,776,626	5,678,211	19%
<i>Basic 1% Property Tax</i>	<i>2,595,604</i>	<i>2,770,607</i>	<i>2,946,085</i>	<i>3,285,675</i>	<i>3,285,675</i>	<i>1,701,685</i>	<i>3,285,675</i>	<i>3,278,749</i>	<i>0%</i>
<i>RPTTF and Passthrough Payments</i>	<i>1,919,151</i>	<i>1,320,738</i>	<i>1,361,123</i>	<i>1,490,951</i>	<i>1,490,951</i>	<i>1,293,854</i>	<i>1,490,951</i>	<i>2,399,462</i>	<i>61%</i>
312 - Sales and Use Taxes	3,788,080	4,303,800	4,612,708	4,582,095	4,582,095	2,864,125	4,582,095	4,621,023	1%
312 - Sales and Use Taxes- Measure S 2006	1,951,039	2,309,123	2,501,974	2,451,000	2,451,000	1,602,302	2,451,000	2,486,000	1%
312 - Sales and Use Taxes- Measure S 2014	1,950,798	2,314,438	2,498,944	2,451,000	2,451,000	1,601,309	2,451,000	2,486,000	1%
313 - Utility Users Tax	1,809,832	1,939,726	2,063,773	1,934,150	1,934,150	1,739,524	2,074,092	2,085,485	8%
314 - Franchise Taxes	750,002	751,598	788,146	786,790	786,790	490,853	786,790	794,658	1%
315 - Other Taxes	826,504	795,839	929,466	852,500	852,500	731,222	852,500	903,214	6%
<i>Other Tax/Transient Occupancy Tax</i>	<i>444,453</i>	<i>446,105</i>	<i>487,687</i>	<i>440,000</i>	<i>440,000</i>	<i>331,343</i>	<i>440,000</i>	<i>453,200</i>	<i>3%</i>
<i>Other Tax/Business License</i>	<i>382,051</i>	<i>349,733</i>	<i>441,779</i>	<i>412,500</i>	<i>412,500</i>	<i>399,879</i>	<i>412,500</i>	<i>450,014</i>	<i>9%</i>
321 - Intergovernmental Taxes	1,952,717	2,034,203	2,108,808	2,215,948	2,215,948	1,119,272	2,215,948	2,319,918	5%
322 - Federal Grants	-	-	-	-	-	-	-	-	0%
323 - State Grants	40,193	10,951	13,847	40,000	40,000	39,804	40,000	65,882	65%
324 - Other Grants	47,026	287,768	46,937	47,026	47,026	-	47,026	47,025	0%
332 - Permits	65,987	77,991	120,780	68,700	68,700	117,628	117,628	108,700	58%
341 - Review Fees	13,730	37,139	42,210	28,000	28,000	49,174	49,174	500	-98%
342 - Other Fees	41,929	56,754	23,880	43,194	43,194	21,066	43,194	15,054	-65%
343 - Abatement Fees	46,060	3,844	5,127	36,000	36,000	22,495	36,000	33,500	-7%
351 - Fines and Forfeiture	16,874	13,166	10,411	22,050	22,050	11,467	22,050	22,050	0%
361 - Public Safety Charges	4,051	73,021	29,558	33,548	33,548	30,227	33,548	33,548	0%
<i>361 - Public Safety Charges/Dispatch</i>	<i>1,255,962</i>	<i>1,272,567</i>	<i>1,447,934</i>	<i>1,371,560</i>	<i>1,371,560</i>	<i>1,200,101</i>	<i>1,371,560</i>	<i>1,398,991</i>	<i>2%</i>
370 - Interest and Investment Income	289,324	33,339	(134,495)	150,000	150,000	96,624	150,000	150,000	0%
381 - Rental Income	89,661	86,880	96,516	89,896	89,896	65,975	89,896	89,896	0%
383 - Reimbursements	23,257	83,285	16,341	18,674	18,674	26,698	26,698	16,928	-9%
384 - Other Revenue	47,205	3,788	35,606	5,100	5,100	12,054	12,054	7,560	48%
392 - Proceeds from Sale of Property	13,855	83,209	240,182	1,000	1,000	2,760	2,760	1,000	0%
393 - Loan/Bond Proceeds	500,000	55,197	-	-	-	-	-	-	0%
<b>Revenue Total</b>	<b>20,038,840</b>	<b>20,718,970</b>	<b>21,805,859</b>	<b>22,004,857</b>	<b>22,004,857</b>	<b>14,840,218</b>	<b>22,231,639</b>	<b>23,365,143</b>	<b>6%</b>
399 - Transfers In	-	-	-	-	-	-	-	-	-
399 - Transfers In from Section 115 Pension Fund	-	1,327,427	1,061,736	2,016,612	2,016,612	-	2,016,612	2,245,480	11%
399 - Transfers In from ARPA Fund	-	-	-	4,090,010	4,090,010	4,071,404	4,090,010	-	100%
<b>Sources Total</b>	<b>20,038,840</b>	<b>22,046,397</b>	<b>22,867,595</b>	<b>28,111,479</b>	<b>28,111,479</b>	<b>18,911,622</b>	<b>28,338,261</b>	<b>25,610,623</b>	<b>-9%</b>
<b>Fund: 100 - General Fund</b>									
<b>Expenditures</b>									
Division: 110 - City Council Total:	163,703	215,352	215,904	170,496	182,496	149,921	182,496	212,212	16%
Division: 111 - City Manager Total:	206,565	603,505	527,117	615,943	615,943	410,795	615,943	590,960	-4%
Division: 112 - City Clerk Total:	183,241	243,065	327,468	586,347	586,347	366,780	586,347	624,354	6%
Division: 113 - City Treasurer Total:	8,592	8,286	8,375	8,662	8,662	5,732	8,662	8,727	1%
Division: 114 - City Attorney Total:	462,151	489,955	406,476	321,057	321,057	378,073	321,057	320,248	0%
<i>114 - City Attorney Services</i>	<i>721,388</i>	<i>763,076</i>	<i>833,500</i>	<i>583,740</i>	<i>583,740</i>	<i>604,119</i>	<i>583,740</i>	<i>596,245</i>	<i>2%</i>
<i>114 - City Attorney Indirect Cost Allocations</i>	<i>(259,237)</i>	<i>(273,121)</i>	<i>(427,024)</i>	<i>(262,683)</i>	<i>(262,683)</i>	<i>(226,046)</i>	<i>(262,683)</i>	<i>(275,817)</i>	<i>5%</i>
Division: 115 - Finance Department Total:	477,675	571,900	560,362	627,847	722,847	472,619	722,847	849,436	18%
Division: 116 - Human Resources Total:	430,578	292,727	377,614	768,472	768,472	514,484	768,472	888,227	16%
Division: 117 - General Government Total:	1,704,538	1,387,531	1,306,126	961,955	961,955	1,068,717	1,068,717	990,238	3%
<b>Administrative Total</b>	<b>3,637,043</b>	<b>4,812,321</b>	<b>3,729,442</b>	<b>4,060,779</b>	<b>4,167,779</b>	<b>3,367,121</b>	<b>4,274,540</b>	<b>4,484,582</b>	<b>8%</b>
Division: 221 - Police Operations Total:	3,335,075	3,802,334	4,433,521	4,892,111	4,892,111	3,697,884	4,892,111	5,440,241	11%
Division: 222 - Police Support Services Total:	908,771	1,087,828	1,118,708	1,538,502	1,538,502	922,295	1,538,502	1,494,478	-3%
Division: 223 - Dispatch WBCC Total:	1,878,391	1,988,812	2,215,114	2,169,105	2,169,105	1,796,784	2,169,105	2,315,202	7%
Division: 231 - Fire Total:	3,195,023	4,604,922	3,992,507	4,212,704	4,212,704	3,401,853	4,212,704	3,842,727	-9%
<b>Public Safety Total</b>	<b>9,317,260</b>	<b>11,483,896</b>	<b>11,759,851</b>	<b>12,812,422</b>	<b>12,812,422</b>	<b>9,818,816</b>	<b>12,812,422</b>	<b>13,092,647</b>	<b>2%</b>
Division: 341 - Administration/Engineering Total:	273,487	151,103	219,407	736,363	742,363	299,841	398,452	655,551	-12%
Division: 342 - Road Maintenance Total:	28,451	32,157	62,776	212,969	212,969	58,114	99,367	625,824	194%
Division: 343 - Facility Maintenance Total:	457,490	513,141	552,239	611,147	611,147	473,057	611,147	1,025,442	68%
Division: 345 - Park Maintenance Total:	228,811	253,021	276,594	539,309	539,309	203,817	307,034	372,315	-31%
<b>Public Works Total</b>	<b>988,239</b>	<b>949,421</b>	<b>1,111,016</b>	<b>2,099,788</b>	<b>2,105,788</b>	<b>1,034,828</b>	<b>1,416,000</b>	<b>2,679,132</b>	<b>27%</b>
Division: 461 - Planning Total:	4,683	10,583	64,712	77,192	77,192	51,469	98,550	16,713	-78%
Division: 465 - Code Enforcement Total:	169,010	162,921	198,324	253,452	272,452	160,040	272,452	281,912	3%
Division: 466 - Economic Development Total:	-	-	145	176,820	176,820	78,276	124,728	306,992	74%
<b>Community Development Total</b>	<b>173,693</b>	<b>173,504</b>	<b>263,181</b>	<b>507,464</b>	<b>526,464</b>	<b>289,785</b>	<b>495,730</b>	<b>605,617</b>	<b>15%</b>
Division: 551 - Recreation Admin Total	-	-	253,414	454,022	454,022	217,704	454,022	43,600	-90%
Division: 560 - Library Services Total:	-	-	-	-	-	-	-	182,585	100%
Division: 561 - Animal Control Services Total:	-	-	-	-	-	-	-	169,701	100%
<b>Recreation Total</b>	<b>-</b>	<b>-</b>	<b>253,414</b>	<b>454,022</b>	<b>454,022</b>	<b>217,704</b>	<b>454,022</b>	<b>395,886</b>	<b>-13%</b>
481 - Debt Service	536,120	558,607	608,736	596,107	596,107	596,045	596,107	611,107	3%
<b>Sub-Total</b>	<b>14,652,356</b>	<b>16,977,749</b>	<b>17,725,639</b>	<b>20,530,582</b>	<b>20,662,582</b>	<b>15,324,299</b>	<b>20,048,821</b>	<b>21,868,971</b>	<b>6%</b>
499 - Transfers Out	562,558	921,762	2,667,216	1,353,880	1,353,880	1,353,880	2,406,835	1,590,275	17%
<b>Expenditure Total:</b>	<b>15,214,914</b>	<b>17,899,511</b>	<b>20,392,855</b>	<b>21,884,462</b>	<b>22,016,462</b>	<b>16,678,179</b>	<b>22,455,656</b>	<b>23,459,246</b>	<b>7%</b>

**Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – All Funds**

	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23 Original Budget	FY 2022/23 Revised Budget	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Projected Year-end	FY 2023/24 Proposed	Prop to Rev Percent Change
	Actual	Actual	Actual	Budget	Budget	Mar-23	Year-end	Proposed	Change
<b>Fund: 105 - Measure S 2006 Fund</b>									
<b>Expenditures</b>									
Division: 115 - Finance Department Total:	2,246	300	475	2,450	2,450	1,367	2,450	2,450	0%
Division: 221 - Police Operations Total:	1,476,686	1,443,123	1,589,658	1,718,135	1,718,135	1,016,861	1,718,135	1,697,340	-1%
Division: 222 - Police Support Services Total:			330,507	-	-	-	-	-	0%
Division: 223 - Dispatch WBCC Total:	1,955	-	-	-	-	-	-	-	0%
Division: 231 - Fire Total:	1,018,699	457,612	682,546	727,182	777,182	572,427	777,182	780,955	0%
<b>Expenditure Total:</b>	<b>2,499,586</b>	<b>1,901,034</b>	<b>2,603,185</b>	<b>2,447,767</b>	<b>2,497,767</b>	<b>1,590,655</b>	<b>2,497,767</b>	<b>2,480,745</b>	<b>-1%</b>
<b>Fund: 106 - Measure S 2014 Fund</b>									
<b>Expenditures</b>									
Division: 110 - City Council Total:	46,600	5,900	-	5,900	5,900	-	5,900	-	-100%
Division: 114 - City Attorney Total:	27,318	-	-	-	-	-	-	-	0%
Division: 115 - Finance Department Total:	2,246	1,356	175	2,450	2,450	1,667	2,450	2,450	0%
Division: 117 - General Government Total:	692,500	666,890	692,901	718,000	718,000	718,000	718,000	783,500	9%
Division: 118 - Information Systems Total:	21,748	-	-	102,600	102,600	-	-	3,600	-96%
<b>Administrative Total</b>	<b>790,412</b>	<b>674,146</b>	<b>693,076</b>	<b>828,950</b>	<b>828,950</b>	<b>719,667</b>	<b>726,350</b>	<b>789,550</b>	<b>-5%</b>
Division: 221 - Police Operations Total:	363,908	70,953	59,161	110,000	110,000	37,269	110,000	-	-100%
Division: 222 - Police Support Services Total:	67,734	102,505	100,690	107,606	107,606	82,274	107,606	114,852	7%
Division: 223 - Dispatch WBCC Total:	25,000	-	-	-	-	-	-	-	0%
Division: 231 - Fire Total:	301,089	367,274	425,909	574,542	574,542	452,289	574,542	948,303	65%
<b>Public Safety Total</b>	<b>757,731</b>	<b>540,731</b>	<b>585,760</b>	<b>792,148</b>	<b>792,148</b>	<b>571,832</b>	<b>792,148</b>	<b>1,063,155</b>	<b>34%</b>
Division: 341 - Administration/Engineering Total:	-	59,825	70,077	296,518	296,518	46,938	296,518	225,317	-24%
Division: 342 - Road Maintenance Total:	29,210	66,590	153,392	627,512	824,675	50,756	824,675	1,035,210	26%
Division: 343 - Facility Maintenance Total:	131,848	165,352	352,421	1,298,025	1,058,655	132,459	908,655	3,356,097	217%
Division: 344 - NPDES Storm Drain Total:	13,759	5,562	28,290	418,460	418,460	2,502	10,000	1,332,098	218%
Division: 345 - Park Maintenance Total:	358,722	88,836	109,297	359,449	549,449	30,426	549,449	610,440	11%
Division: 642 - Sewer Collections Total:	-	-	50,563	-	-	-	-	-	0%
<b>Public Works Total</b>	<b>533,539</b>	<b>386,165</b>	<b>764,039</b>	<b>2,999,964</b>	<b>3,147,757</b>	<b>263,081</b>	<b>2,589,297</b>	<b>6,559,162</b>	<b>108%</b>
Division: 461 - Planning Total:	14,030	-	-	20,000	20,000	-	20,000	-	0%
Division: 465 - Code Enforcement Total:	29,430	-	-	-	-	-	-	-	0%
Division: 466 - Economic Development Total:	-	-	-	-	-	-	-	20,000	0%
<b>Community Development Total</b>	<b>43,460</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>20,000</b>	<b>20,000</b>	<b>0%</b>
Division: 551 - Recreation Administration Total:	-	-	-	-	-	-	-	-	0%
Division: 552 - Senior Center Total:	-	-	19,150	7,000	7,000	1,960	7,000	-	-100%
Division: 553 - Tiny Tots Total:	14,593	-	-	4,850	4,850	-	4,850	15,850	227%
Division: 554 - Youth Center Total:	-	8,727	65	10,000	10,000	-	10,000	10,000	0%
<b>Recreation Total</b>	<b>14,593</b>	<b>8,727</b>	<b>19,215</b>	<b>21,850</b>	<b>21,850</b>	<b>1,960</b>	<b>21,850</b>	<b>25,850</b>	<b>18%</b>
<b>Expenditure Total:</b>	<b>2,139,735</b>	<b>1,609,769</b>	<b>2,062,091</b>	<b>4,662,912</b>	<b>4,810,705</b>	<b>1,556,540</b>	<b>4,149,645</b>	<b>8,457,717</b>	<b>76%</b>
<b>General Fund and Measure S Expenditure Total</b>	<b>19,854,235</b>	<b>21,410,314</b>	<b>25,058,131</b>	<b>28,995,141</b>	<b>29,324,934</b>	<b>19,825,374</b>	<b>29,103,068</b>	<b>34,397,708</b>	<b>17%</b>
<b>General Fund and Measure S Net Results</b>	<b>184,605</b>	<b>636,083</b>	<b>(2,190,536)</b>	<b>(883,662)</b>	<b>(1,213,455)</b>	<b>(913,751)</b>	<b>(764,807)</b>	<b>(8,787,085)</b>	
<b>Fund Balance, July 1</b>	<b>11,982,999</b>	<b>12,167,604</b>	<b>12,803,687</b>	<b>10,613,151</b>	<b>10,613,151</b>		<b>10,613,151</b>	<b>9,848,344</b>	
<b>Fund Balance, June 30</b>	<b>12,167,604</b>	<b>12,803,687</b>	<b>10,613,151</b>	<b>9,729,489</b>	<b>9,399,696</b>		<b>9,848,344</b>	<b>1,061,259</b>	
<b>Fund: 150 - General Reserve Fund</b>									
<b>Revenue</b>									
370 - Interest and Investment Income	319,153	35,654	(249,883)	-	-	122,919	76,500	165,300	0%
399 - Transfers In			949,715	650,925	650,925	650,925	1,098,338	764,520	17%
<b>Revenue Total:</b>	<b>319,153</b>	<b>35,654</b>	<b>699,832</b>	<b>650,925</b>	<b>650,925</b>	<b>773,844</b>	<b>1,174,838</b>	<b>929,820</b>	<b>43%</b>
<b>Expenditures</b>									
<b>Expenditure Total:</b>									
<b>Fund: 150 - General Reserve Net Results</b>	<b>319,153</b>	<b>35,654</b>	<b>699,832</b>	<b>650,925</b>	<b>650,925</b>	<b>773,844</b>	<b>1,174,838</b>	<b>929,820</b>	
<b>Fund Balance, July 1</b>	<b>7,137,963</b>	<b>7,457,116</b>	<b>7,492,770</b>	<b>8,192,602</b>	<b>8,192,602</b>		<b>8,192,602</b>	<b>9,367,440</b>	
<b>Fund Balance, June 30</b>	<b>7,457,116</b>	<b>7,492,770</b>	<b>8,192,602</b>	<b>8,843,527</b>	<b>8,843,527</b>		<b>9,367,440</b>	<b>10,297,260</b>	



**Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – All Funds**

	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Original Budget	FY 2022/23 Revised Budget	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Projected Year-end	FY 2023/24 Proposed	Prop to Rev Percent Change
<b>Fund: 160 - Equipment Reserve Fund</b>									
<b>Revenue</b>									
384 - Other Revenue		43,459	-	0	-	-	-	0	0%
392 - Proceeds from Sale of Property		-	17,000	0	-	-	-	0	0%
399 - Transfers In	85,000	85,000	85,000	85,000	85,000	85,000	85,000	150,000	76%
<b>Revenue Total:</b>	<b>85,000</b>	<b>128,459</b>	<b>102,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>150,000</b>	<b>76%</b>
<b>Expenditures</b>									
Division: 221 - Police Operations Total:	-	-	-	-	-	-	-	-	0%
Division: 342 - Road Maintenance Total:	-	-	104,242	120,000	120,000	39,434	120,000	120,000	0%
Division: 345 - Park Maintenance Total:	-	-	-	80,000	80,000	-	80,000	80,000	0%
Division: 461 - Planning Total:	-	-	-	5,000	5,000	-	5,000	5,000	0%
<b>Expenditure Total:</b>	<b>-</b>	<b>-</b>	<b>104,242</b>	<b>205,000</b>	<b>205,000</b>	<b>39,434</b>	<b>205,000</b>	<b>205,000</b>	<b>0%</b>
<b>Fund: 160 - EQUIPMENT RESERVE Net Results</b>	<b>85,000</b>	<b>128,459</b>	<b>(2,242)</b>	<b>(120,000)</b>	<b>(120,000)</b>	<b>45,566</b>	<b>(120,000)</b>	<b>(55,000)</b>	
<b>Fund Balance, July 1</b>	<b>29,949</b>	<b>114,949</b>	<b>243,408</b>	<b>241,166</b>	<b>241,166</b>		<b>241,166</b>	<b>121,166</b>	
<b>Fund Balance, June 30</b>	<b>114,949</b>	<b>243,408</b>	<b>241,166</b>	<b>121,166</b>	<b>121,166</b>		<b>121,166</b>	<b>66,166</b>	
<b>Fund: 200 - Gas Tax Fund</b>									
<b>Revenue</b>									
321 - Intergovernmental Taxes	789,998	795,113	850,633	990,635	990,635	648,347	990,635	1,033,764	4%
370 - Interest and Investment Income	18,024	1,878	(5,931)	5,000	5,000	9,626	5,000	5,000	0%
383 - Reimbursements		9,074	18,050	7,636	7,636	1,417	7,636	7,636	0%
<b>Revenue Total:</b>	<b>808,022</b>	<b>806,065</b>	<b>862,752</b>	<b>1,003,271</b>	<b>1,003,271</b>	<b>659,390</b>	<b>1,003,271</b>	<b>1,046,400</b>	<b>4%</b>
<b>Expenditures</b>									
Division: 341 - Administration/Engineering Total:		2023	0	0	-	2,064	2,064	-	0%
Division: 342 - Road Maintenance Total:	577,100	1,374,969	489,964	1,144,557	1,194,557	424,635	1,194,557	1,980,986	66%
<b>Expenditure Total:</b>	<b>577,100</b>	<b>1,376,992</b>	<b>489,964</b>	<b>1,144,557</b>	<b>1,194,557</b>	<b>426,699</b>	<b>1,196,621</b>	<b>1,980,986</b>	<b>66%</b>
<b>Fund: 200 - Gas Tax Fund Net Results</b>	<b>230,922</b>	<b>(570,927)</b>	<b>372,787</b>	<b>(141,286)</b>	<b>(191,286)</b>	<b>232,690</b>	<b>(193,350)</b>	<b>(934,586)</b>	
<b>Fund Balance, July 1</b>	<b>696,522</b>	<b>927,444</b>	<b>356,517</b>	<b>729,304</b>	<b>729,304</b>		<b>729,304</b>	<b>535,954</b>	
<b>Fund Balance, June 30</b>	<b>927,444</b>	<b>356,517</b>	<b>729,304</b>	<b>588,018</b>	<b>538,018</b>		<b>535,954</b>	<b>(398,632)</b>	
<b>Fund: 201 - Restricted Real Estate Maintenance Fund</b>									
<b>Revenue</b>									
342 - Other Fees	475	475	475	3,175	3,175	475	3,175	3,175	0%
381 - Rental Income	3,787	34,150	-	36,816	36,816	-	36,816	36,816	0%
384 - Other Revenue	-	-	2,700	-	-	-	-	-	0%
<b>Revenue Total:</b>	<b>4,262</b>	<b>34,625</b>	<b>3,175</b>	<b>39,991</b>	<b>39,991</b>	<b>475</b>	<b>39,991</b>	<b>39,991</b>	<b>0%</b>
<b>Expenditures</b>									
Division: 343 - Facility Maintenance Total:	24,414	20,118	19,478	26,000	26,000	12,630	26,000	26,000	0%
<b>Expenditure Total:</b>	<b>24,414</b>	<b>20,118</b>	<b>19,478</b>	<b>26,000</b>	<b>26,000</b>	<b>12,630</b>	<b>26,000</b>	<b>26,000</b>	<b>0%</b>
<b>Fund: 201 - Restricted RE Maintenance Fund Net Results</b>	<b>(20,152)</b>	<b>14,507</b>	<b>(16,303)</b>	<b>13,991</b>	<b>13,991</b>	<b>(12,155)</b>	<b>13,991</b>	<b>13,991</b>	
<b>Fund Balance, July 1</b>	<b>186,832</b>	<b>166,680</b>	<b>181,187</b>	<b>164,884</b>	<b>164,884</b>		<b>164,884</b>	<b>178,876</b>	
<b>Fund Balance, June 30</b>	<b>166,680</b>	<b>181,187</b>	<b>164,884</b>	<b>178,876</b>	<b>178,876</b>		<b>178,876</b>	<b>192,867</b>	
<b>Fund: 203 - Public Safety Augmentation Fund</b>									
<b>Revenue</b>									
321 - Intergovernmental Taxes	185,306	187,448	265,501	170,266	170,266	159,520	245,094	239,353	41%
370 - Interest and Investment Income	7,117	1,269	(4,630)	2,500	2,500	5,527	2,500	2,500	0%
<b>Revenue Total:</b>	<b>192,423</b>	<b>188,717</b>	<b>260,870</b>	<b>172,766</b>	<b>172,766</b>	<b>165,047</b>	<b>247,594</b>	<b>241,853</b>	<b>40%</b>
<b>Expenditures</b>									
Division: 221 - Police Operations Total:	179,741	143,643	154,595	387,365	387,365	141,766	387,365	482,009	24%
<b>Expenditure Total:</b>	<b>179,741</b>	<b>143,643</b>	<b>154,595</b>	<b>387,365</b>	<b>387,365</b>	<b>141,766</b>	<b>387,365</b>	<b>482,009</b>	<b>24%</b>
<b>Fund: 203 - Public Safety Augmentation Fund Net Results</b>	<b>12,682</b>	<b>45,074</b>	<b>106,275</b>	<b>(214,599)</b>	<b>(214,599)</b>	<b>23,281</b>	<b>(139,771)</b>	<b>(240,156)</b>	
<b>Fund Balance, July 1</b>	<b>353,158</b>	<b>365,840</b>	<b>410,914</b>	<b>517,190</b>	<b>517,190</b>		<b>517,190</b>	<b>377,419</b>	
<b>Fund Balance, June 30</b>	<b>365,840</b>	<b>410,914</b>	<b>517,190</b>	<b>302,591</b>	<b>302,591</b>		<b>377,419</b>	<b>137,263</b>	
<b>Fund: 204 - Police Grants Fund</b>									
<b>Revenue</b>									
323 - State Grants	9,197	-	-	-	-	-	-	-	0%
324 - Other Grants	300,500	-	-	-	-	-	-	-	0%
384 - Other Revenue									0%
<b>Revenue Total:</b>	<b>309,697</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
399 - Transfers In	-	29,428	-	-	-	-	-	-	0%
<b>Sources Total</b>	<b>309,697</b>	<b>29,428</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Expenditures</b>									
Division: 227 - Police Grants Total:	304,023	85,999	-	-	-	-	-	-	0%
<b>Expenditure Total:</b>	<b>304,023</b>	<b>85,999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Fund: 204 - Police Grants Net Results</b>	<b>5,674</b>	<b>(56,571)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Fund Balance, July 1</b>	<b>119,824</b>	<b>125,498</b>	<b>68,927</b>	<b>68,927</b>	<b>68,927</b>		<b>68,927</b>	<b>68,927</b>	
<b>Fund Balance, June 30</b>	<b>125,498</b>	<b>68,927</b>	<b>68,927</b>	<b>68,927</b>	<b>68,927</b>		<b>68,927</b>	<b>68,927</b>	

**Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – All Funds**

	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Original Budget	FY 2022/23 Revised Budget	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Projected Year-end	FY 2023/24 Proposed	Prop to Rev Percent Change
<b>Fund: 205 - Traffic Safety Fund</b>									
<b>Revenue</b>									
351 - Fines and Forfeiture	46,640	27,491	28,821	45,000	45,000	15,348	45,000	45,000	0%
370 - Interest and Investment Income	3,821	750	(2,754)	1,500	1,500	2,831	1,500	1,500	0%
<b>Revenue Total:</b>	<b>50,461</b>	<b>28,241</b>	<b>26,067</b>	<b>46,500</b>	<b>46,500</b>	<b>18,180</b>	<b>46,500</b>	<b>46,500</b>	<b>0%</b>
<b>Expenditures</b>									
Division: 227 - Police Grants Total:	6,399	565	9,219	21,059	21,059	7,676	21,059	21,595	3%
Division: 342 - Road Maintenance Total:	-	-	-	-	-	-	-	35,000	100%
<b>Expenditure Total:</b>	<b>6,399</b>	<b>565</b>	<b>9,219</b>	<b>21,059</b>	<b>21,059</b>	<b>7,676</b>	<b>21,059</b>	<b>56,595</b>	<b>169%</b>
<b>Fund: 205 - Traffic Safety Fund Net Results</b>	<b>44,062</b>	<b>27,676</b>	<b>16,848</b>	<b>25,441</b>	<b>25,441</b>	<b>10,504</b>	<b>25,441</b>	<b>(10,095)</b>	
<b>Fund Balance, July 1</b>	<b>163,240</b>	<b>207,302</b>	<b>234,979</b>	<b>251,826</b>	<b>251,826</b>		<b>251,826</b>	<b>277,267</b>	
<b>Fund Balance, June 30</b>	<b>207,302</b>	<b>234,979</b>	<b>251,826</b>	<b>277,267</b>	<b>277,267</b>		<b>277,267</b>	<b>267,172</b>	
<b>Fund: 206 - Supplemental Law Enforcement Svc Fund</b>									
<b>Revenue</b>									
323 - State Grants	155,948	156,727	161,285	156,727	156,727	165,271	165,271	165,000	5%
370 - Interest and Investment Income	4,955	1,080	(4,472)	1,600	1,600	5,086	1,600	1,600	0%
<b>Revenue Total:</b>	<b>160,903</b>	<b>157,807</b>	<b>156,813</b>	<b>158,327</b>	<b>158,327</b>	<b>170,357</b>	<b>166,871</b>	<b>166,600</b>	<b>5%</b>
<b>Expenditures</b>									
Division: 227 - Police Grants Total:	60,170	98,192	113,750	111,067	111,067	97,171	111,067	339,864	206%
<b>Expenditure Total:</b>	<b>60,170</b>	<b>98,192</b>	<b>113,750</b>	<b>111,067</b>	<b>111,067</b>	<b>97,171</b>	<b>111,067</b>	<b>339,864</b>	<b>206%</b>
<b>Fund: 206 - Supplemental Law Enforcement Svc Fund I</b>	<b>100,733</b>	<b>59,615</b>	<b>43,063</b>	<b>47,260</b>	<b>47,260</b>	<b>73,186</b>	<b>55,804</b>	<b>(173,264)</b>	
<b>Fund Balance, July 1</b>	<b>168,604</b>	<b>269,337</b>	<b>328,953</b>	<b>372,015</b>	<b>372,015</b>		<b>372,015</b>	<b>427,819</b>	
<b>Fund Balance, June 30</b>	<b>269,337</b>	<b>328,953</b>	<b>372,015</b>	<b>419,275</b>	<b>419,275</b>		<b>427,819</b>	<b>254,555</b>	
<b>Fund: 207 - NPDES Storm Water Fund</b>									
<b>Revenue</b>									
321 - Intergovernmental Taxes	259,103	260,430	255,408	253,272	253,272	154,312	253,272	253,272	0%
332 - Permits	-	-	-	-	-	1,200	-	-	0%
370 - Interest and Investment Income	(190)	51	884	150	150	(775)	150	150	0%
384 - Other Revenue	-	-	-	-	-	-	-	-	0%
<b>Revenue Total:</b>	<b>258,913</b>	<b>260,480</b>	<b>256,292</b>	<b>253,422</b>	<b>253,422</b>	<b>154,737</b>	<b>253,422</b>	<b>253,422</b>	<b>0%</b>
<b>Expenditures</b>									
Division: 117 - General Government Total:	-	2,222	-	0	0	-	-	0	0%
Division: 342 - Road Maintenance Total:	-	-	10,000	12,005	12,005	-	12,005	13,693	14%
Division: 344 - NPDES Storm Drain Total:	289,103	272,838	287,082	324,933	324,933	232,230	324,933	361,076	11%
<b>Expenditure Total:</b>	<b>289,103</b>	<b>275,059</b>	<b>297,082</b>	<b>336,938</b>	<b>336,938</b>	<b>232,230</b>	<b>336,938</b>	<b>374,769</b>	<b>11%</b>
<b>Fund: 207 - NPDES Storm Water Fund Net Results</b>	<b>(30,190)</b>	<b>(14,579)</b>	<b>(40,791)</b>	<b>(83,516)</b>	<b>(83,516)</b>	<b>(77,493)</b>	<b>(83,516)</b>	<b>(121,347)</b>	
<b>Fund Balance, July 1</b>	<b>46,622</b>	<b>16,432</b>	<b>1,853</b>	<b>(38,938)</b>	<b>(38,938)</b>		<b>(38,938)</b>	<b>(122,454)</b>	
<b>Fund Balance, June 30</b>	<b>16,432</b>	<b>1,853</b>	<b>(38,938)</b>	<b>(122,454)</b>	<b>(122,454)</b>		<b>(122,454)</b>	<b>(243,801)</b>	
<b>Fund: 209 - Recreation Fund</b>									
<b>Revenue</b>									
Division: 551 - Recreation Administration Total:	13,104	19,603	48,737	70,268	77,268	11,358	77,268	82,981	7%
Division: 552 - Senior Center Total:	270,294	26,358	103,253	216,130	167,050	123,570	167,050	169,290	1%
Division: 553 - Tiny Tots Total:	110,474	41,022	124,659	172,021	138,539	111,101	138,539	141,596	2%
Division: 554 - Youth Center Total:	26,713	2,592	2,451	17,855	4,787	6,259	6,259	13,500	182%
Division: 555 - Day Camp Total:	14,406	5,014	11,887	7,560	7,560	5,799	7,560	-	-100%
Division: 556 - Performing Arts Total:	2,630	-	587	-	-	-	-	-	0%
Division: 557 - Swim Center Total:	31,407	63,959	95,420	63,500	82,500	38,140	82,500	82,500	0%
Division: 558 - Memorial Hall Total:	10,982	3,649	3,308	10,316	10,316	-	10,316	-	-100%
Division: 559 - Tennis Total:	674	204	289	350	200	110	200	-	0%
<b>Revenue Total:</b>	<b>480,684</b>	<b>162,400</b>	<b>390,592</b>	<b>558,000</b>	<b>488,220</b>	<b>296,335</b>	<b>489,691</b>	<b>489,867</b>	<b>0%</b>
399 - Transfers In	522,254	624,721	950,998	675,831	675,831	730,831	1,158,775	799,131	18%
399 - Transfers In from Section 115 Pension Fund	-	7,334	-	-	-	-	-	-	0%
<b>Sources Total</b>	<b>1,002,938</b>	<b>794,455</b>	<b>1,341,590</b>	<b>1,233,831</b>	<b>1,164,051</b>	<b>1,027,166</b>	<b>1,648,466</b>	<b>1,288,997</b>	<b>11%</b>
<b>Expenditures</b>									
Division: 117 - General Government Total:	7,980	7,987	7,549	-	-	5,358	5,358	-	0%
Division: 551 - Recreation Administration Total:	187,153	273,358	532,479	694,990	713,850	399,357	589,094	825,617	16%
Division: 552 - Senior Center Total:	438,540	201,229	399,599	579,673	715,143	374,884	495,420	626,187	-12%
Division: 553 - Tiny Tots Total:	133,396	102,241	141,106	174,421	175,135	117,629	175,135	193,758	11%
Division: 554 - Youth Center Total:	140,656	110,557	111,936	247,067	241,921	108,825	141,181	335,802	39%
Division: 555 - Day Camp Total:	2,087	20,453	25,228	74,116	74,616	25,236	74,616	-	-100%
Division: 556 - Performing Arts Total:	221	-	-	-	-	-	-	-	0%
Division: 557 - Swim Center Total:	81,400	88,099	137,822	126,917	153,900	103,605	153,900	153,900	0%
Division: 558 - Memorial Hall Total:	10,587	13,214	5,162	14,200	14,200	5,820	14,200	-	-100%
Division: 559 - Tennis Total:	6,359	6,300	4,385	6,650	5,050	2,618	5,050	-	-100%
<b>Expenditure Total:</b>	<b>1,008,380</b>	<b>823,437</b>	<b>1,365,264</b>	<b>1,918,034</b>	<b>2,093,815</b>	<b>1,143,332</b>	<b>1,653,954</b>	<b>2,135,264</b>	<b>2%</b>
<b>Fund: 209 - Recreation Fund Net Results</b>	<b>(5,442)</b>	<b>(28,982)</b>	<b>(23,674)</b>	<b>(684,203)</b>	<b>(929,764)</b>	<b>(116,165)</b>	<b>(5,487)</b>	<b>(846,267)</b>	
<b>Fund Balance, July 1</b>	<b>63,585</b>	<b>58,144</b>	<b>29,162</b>	<b>5,488</b>	<b>5,488</b>		<b>5,488</b>	<b>0</b>	
<b>Fund Balance, June 30</b>	<b>58,144</b>	<b>29,162</b>	<b>5,488</b>	<b>(678,716)</b>	<b>(924,277)</b>		<b>0</b>	<b>(846,266)</b>	

**Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – All Funds**

	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Original Budget	FY 2022/23 Revised Budget	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Projected Year-end	FY 2023/24 Proposed	Prop to Rev Percent Change
<b>Fund: 212 - Building &amp; Planning Fund</b>									
<b>Revenue</b>									
315 - Other Taxes	2	-	-	-	-	-	-	-	0%
323 - State Grants				225,000	225,000	-	225,000	40,000	-82%
332 - Permits	310,704	264,128	480,430	2,427,800	551,383	249,793	551,383	477,883	-13%
341 - Review Fees	353,919	205,875	356,319	1,020,000	1,061,242	353,794	1,061,242	404,669	-62%
342 - Other Fees	63,816	31,877	65,442	1,036,000	331,278	102,291	331,278	425,288	28%
343 - Abatement Fees				19,600	19,600	-	19,600	-	-100%
344 - Impact Fees		1,443	572	87,049	87,049	402	87,049	30,636	-65%
351 - Fines and Forfeitures	-	-	-	-	-	6,065	6,065	20,000	100%
370 - Interest and Investment Income	12,265	(422)	3,072	7,000	7,000	(12,542)	7,000	7,000	0%
383 - Reimbursements	7,360	-	-	-	-	32	32	-	0%
384 - Other Revenue	(449)	-	-	6,000	6,000	-	6,000	6,000	0%
<b>Revenue Total:</b>	<b>747,616</b>	<b>502,902</b>	<b>905,836</b>	<b>4,828,449</b>	<b>2,288,552</b>	<b>699,835</b>	<b>2,294,648</b>	<b>1,411,477</b>	<b>-38%</b>
399 - Transfers In	-	192,000	481,051	-	-	-	-	-	0%
<b>Sources Total</b>	<b>747,616</b>	<b>694,902</b>	<b>1,386,887</b>	<b>4,828,449</b>	<b>2,288,552</b>	<b>699,835</b>	<b>2,294,648</b>	<b>1,411,477</b>	<b>-38%</b>
<b>Expenditures</b>									
Division: 461 - Planning Total:	431,016	422,064	749,792	1,183,849	1,183,849	752,809	1,183,849	926,742	-22%
Division: 462 - Building Inspection Total:	645,050	565,540	1,035,536	1,226,944	1,143,045	693,037	1,143,045	1,224,340	7%
Division: 465 - Code Enforcement Total:				-	-	-	-	-	0%
<b>Expenditure Total:</b>	<b>1,076,066</b>	<b>987,604</b>	<b>1,785,329</b>	<b>2,410,793</b>	<b>2,326,894</b>	<b>1,445,846</b>	<b>2,326,894</b>	<b>2,151,083</b>	<b>-8%</b>
<b>Fund: 212 - Building &amp; Planning Net Results</b>	<b>(328,450)</b>	<b>(292,702)</b>	<b>(398,442)</b>	<b>2,417,656</b>	<b>(38,342)</b>	<b>(746,011)</b>	<b>(32,246)</b>	<b>(739,606)</b>	
<b>Fund Balance, July 1</b>	<b>486,839</b>	<b>158,389</b>	<b>(134,313)</b>	<b>(532,755)</b>	<b>(532,755)</b>		<b>(532,755)</b>	<b>(565,001)</b>	
<b>Fund Balance, June 30</b>	<b>158,389</b>	<b>(134,313)</b>	<b>(532,755)</b>	<b>1,884,901</b>	<b>(571,097)</b>		<b>(565,001)</b>	<b>(1,304,607)</b>	
<b>Fund: 213 - Refuse Management Fund</b>									
<b>Revenue</b>									
323 - State Grants	111,950	66,635	66,826	60,060	60,060	46,444	60,060	60,060	0%
370 - Interest and Investment Income	7,176	1,008	(1,768)	6,000	6,000	1,136	6,000	6,000	0%
392 - Proceeds from Sale of Property				-	-	-	-	-	0%
<b>Revenue Total:</b>	<b>119,125</b>	<b>67,643</b>	<b>65,058</b>	<b>66,060</b>	<b>66,060</b>	<b>47,580</b>	<b>66,060</b>	<b>66,060</b>	<b>0%</b>
<b>Expenditures</b>									
Division: 344 - NPDES Storm Drain Total:				-	-	-	-	-	
Division: 346 - Waste Reduction Total:	93,143	210,444	106,591	167,825	167,825	94,690	108,605	174,358	4%
<b>Expenditure Total:</b>	<b>93,143</b>	<b>210,444</b>	<b>106,591</b>	<b>167,825</b>	<b>167,825</b>	<b>94,690</b>	<b>108,605</b>	<b>174,358</b>	<b>4%</b>
<b>Fund: 213 - Refuse Management Fund Net Results</b>	<b>25,983</b>	<b>(142,801)</b>	<b>(41,533)</b>	<b>(101,765)</b>	<b>(101,765)</b>	<b>(47,110)</b>	<b>(42,545)</b>	<b>(108,298)</b>	
<b>Fund Balance, July 1</b>	<b>309,195</b>	<b>335,178</b>	<b>192,376</b>	<b>150,843</b>	<b>150,843</b>		<b>150,843</b>	<b>108,298</b>	
<b>Fund Balance, June 30</b>	<b>335,178</b>	<b>192,376</b>	<b>150,843</b>	<b>49,078</b>	<b>49,078</b>		<b>108,298</b>	<b>0</b>	
<b>Fund: 214 - Solid Waste Fund</b>									
<b>Revenue</b>									
323 - State Grants			28,327	-	-	-	-	-	0%
370 - Interest and Investment Income	27,628	5,804	(20,738)	8,000	8,000	24,244	8,000	8,000	0%
383 - Reimbursements	375,749	347,367	386,514	360,000	360,000	321,043	360,000	360,000	0%
<b>Revenue Total:</b>	<b>403,377</b>	<b>353,171</b>	<b>394,103</b>	<b>368,000</b>	<b>368,000</b>	<b>345,287</b>	<b>368,000</b>	<b>368,000</b>	<b>0%</b>
<b>Expenditures</b>									
Division: 342 - Road Maintenance Total:		2239.74	194240.94	257778	257,778	67,475	257,778	164,381	-36%
Division: 343 - Facility Maintenance Total:		45,700	-	-	-	-	-	-	0%
Division: 345 - Parks Maintenance Total:				425,000	125,000	-	125,000	425,000	240%
<b>Expenditure Total:</b>	<b>-</b>	<b>47,940</b>	<b>194,241</b>	<b>682,778</b>	<b>382,778</b>	<b>67,475</b>	<b>382,778</b>	<b>589,381</b>	<b>0%</b>
<b>Fund: 214 - Solid Waste Fund Net Results</b>	<b>403,377</b>	<b>305,231</b>	<b>199,862</b>	<b>(314,778)</b>	<b>(14,778)</b>	<b>277,812</b>	<b>(14,778)</b>	<b>(221,381)</b>	
<b>Fund Balance, July 1</b>	<b>1,154,755</b>	<b>1,558,131</b>	<b>1,863,362</b>	<b>2,063,224</b>	<b>2,063,224</b>		<b>2,063,224</b>	<b>2,048,446</b>	
<b>Fund Balance, June 30</b>	<b>1,558,131</b>	<b>1,863,362</b>	<b>2,063,224</b>	<b>1,748,446</b>	<b>2,048,446</b>		<b>2,048,446</b>	<b>1,827,065</b>	
<b>Fund: 215 - Measure C and J Fund</b>									
<b>Revenue</b>									
323 - Federal Grants	-	-	-	-	-	2,463	-	-	0%
323 - State Grants	-	-	-	-	-	-	-	722,619	100%
324 - Other Grants	405,252	390,147	470,247	382,848	382,848	21,965	382,848	421,638	10%
370 - Interest and Investment Income	23,857	6,297	(23,256)	8,000	8,000	20,515	8,000	8,000	0%
<b>Revenue Total:</b>	<b>429,109</b>	<b>396,444</b>	<b>446,991</b>	<b>390,848</b>	<b>390,848</b>	<b>44,943</b>	<b>390,848</b>	<b>1,152,257</b>	<b>195%</b>
<b>Expenditures</b>									
Division: 117 - General Government Total:		48,930	49,664	-	-	-	-	-	0%
Division: 341 - Administration/Engineering Total:	82,819	111,905	118,988	186,999	186,999	99,872	186,999	195,466	5%
Division: 342 - Road Maintenance Total:	18,651	-	10,073	450,881	455,881	116,444	455,881	826,253	81%
Division: 343 - Facility Maintenance Total:				2,000	2,000	-	2,000	2,000	0%
<b>Expenditure Total:</b>	<b>101,471</b>	<b>160,835</b>	<b>178,725</b>	<b>639,880</b>	<b>644,880</b>	<b>216,316</b>	<b>644,880</b>	<b>1,023,719</b>	<b>59%</b>
<b>Fund: 215 - Measure C and J Fund Net Results</b>	<b>327,638</b>	<b>235,609</b>	<b>268,266</b>	<b>(249,032)</b>	<b>(254,032)</b>	<b>(171,374)</b>	<b>(254,032)</b>	<b>128,538</b>	
<b>Fund Balance, July 1</b>	<b>1,493,934</b>	<b>1,821,573</b>	<b>2,057,182</b>	<b>2,325,448</b>	<b>2,325,448</b>		<b>2,325,448</b>	<b>2,071,416</b>	
<b>Fund Balance, June 30</b>	<b>1,821,573</b>	<b>2,057,182</b>	<b>2,325,448</b>	<b>2,076,416</b>	<b>2,071,416</b>		<b>2,071,416</b>	<b>2,199,954</b>	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – All Funds

	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Original Budget	FY 2022/23 Revised Budget	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Projected Year-end	FY 2023/24 Proposed	Prop to Rev Percent Change
<b>Fund: 216 - Rate Stabilization Fund</b>									
<b>Revenue</b>									
370 - Interest and Investment Income	-	-	(2,216)	-	-	2,194	2,194	-	0%
383 - Reimbursements	-	31,171	17,499	15,000	15,000	-	15,000	15,000	0%
399 - Transfers In	-	153,505	-	-	-	-	-	0	0%
<b>Revenue Total:</b>	<b>-</b>	<b>184,676</b>	<b>15,283</b>	<b>15,000</b>	<b>15,000</b>	<b>2,194</b>	<b>17,194</b>	<b>15,000</b>	<b>0%</b>
<b>Expenditures</b>									
Division: 117 - General Government Total:	-	-	-	-	-	-	-	-	0%
<b>Expenditure Total:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Fund: 216 - Rate Stabilization Fund Net Results</b>	<b>-</b>	<b>184,676</b>	<b>15,283</b>	<b>15,000</b>	<b>15,000</b>	<b>2,194</b>	<b>17,194</b>	<b>15,000</b>	
<b>Fund Balance, July 1</b>	<b>-</b>	<b>-</b>	<b>184,676</b>	<b>199,959</b>	<b>199,959</b>		<b>199,959</b>	<b>217,153</b>	
<b>Fund Balance, June 30</b>	<b>-</b>	<b>184,676</b>	<b>199,959</b>	<b>214,959</b>	<b>214,959</b>		<b>217,153</b>	<b>232,153</b>	
<b>Fund: 217 - American Rescue Plan Act Fund</b>									
<b>Revenue</b>									
322 - Federal Grants	-	-	533,606	2,302,505	2,302,505	4,071,404	4,071,404	-	-100%
<b>Revenue Total:</b>	<b>-</b>	<b>-</b>	<b>533,606</b>	<b>2,302,505</b>	<b>2,302,505</b>	<b>4,071,404</b>	<b>4,071,404</b>	<b>-</b>	<b>-100%</b>
<b>Expenditures</b>									
Division: 117 - General Government Total:	-	-	533,606	4,090,010	4,090,010	4,071,404	4,071,404	-	-100%
<b>Expenditure Total:</b>	<b>-</b>	<b>-</b>	<b>533,606</b>	<b>4,090,010</b>	<b>4,090,010</b>	<b>4,071,404</b>	<b>4,071,404</b>	<b>-</b>	<b>-100%</b>
<b>Fund: 217 - American Rescue Plan Act Fund Net Result</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,787,505)</b>	<b>(1,787,505)</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Fund Balance, July 1</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>	
<b>Fund Balance, June 30</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(1,787,505)</b>	<b>(1,787,505)</b>		<b>-</b>	<b>-</b>	
<b>Fund: 225 - Asset Seizure-Adjudicated Fund</b>									
<b>Revenue</b>									
351 - Fines and Forfeiture	5,000	545	-	-	-	-	-	-	0%
370 - Interest and Investment Income	2,139	235	(766)	-	-	430	430	0	0%
<b>Revenue Total:</b>	<b>7,139</b>	<b>779</b>	<b>(766)</b>	<b>-</b>	<b>-</b>	<b>430</b>	<b>430</b>	<b>-</b>	<b>0%</b>
<b>Expenditures</b>									
Division: 221 - Police Operations Total:	23,079	-	29,000	58,231	58,231	16,348	16,348	41,236	-29%
<b>Expenditure Total:</b>	<b>23,079</b>	<b>-</b>	<b>29,000</b>	<b>58,231</b>	<b>58,231</b>	<b>16,348</b>	<b>16,348</b>	<b>41,236</b>	<b>-29%</b>
<b>Fund: 225 - Asset Seizure-Adjudicated Fund Net Result</b>	<b>(15,940)</b>	<b>779</b>	<b>(29,766)</b>	<b>(58,231)</b>	<b>(58,231)</b>	<b>(15,918)</b>	<b>(15,918)</b>	<b>(41,236)</b>	
<b>Fund Balance, July 1</b>	<b>102,502</b>	<b>86,562</b>	<b>87,341</b>	<b>57,576</b>	<b>57,576</b>		<b>57,576</b>	<b>41,658</b>	
<b>Fund Balance, June 30</b>	<b>86,562</b>	<b>87,341</b>	<b>57,576</b>	<b>(655)</b>	<b>(655)</b>		<b>41,658</b>	<b>422</b>	
<b>Fund: 226 - CASp Certification and Training Fund</b>									
<b>Revenue</b>									
342 - Other Fees	7,282	6,668	8,172	-	-	7,005	7,500	-	0%
<b>Revenue Total:</b>	<b>7,282</b>	<b>6,668</b>	<b>8,172</b>	<b>-</b>	<b>-</b>	<b>7,005</b>	<b>7,500</b>	<b>-</b>	<b>0%</b>
<b>Expenditures</b>									
Division: 462 - Building Total:	-	-	-	-	0	0	-	-	0%
<b>Expenditure Total:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Fund: 226 - CASp Certification and Training Fund Net Result</b>	<b>7,282</b>	<b>6,668</b>	<b>8,172</b>	<b>-</b>	<b>-</b>	<b>7,005</b>	<b>7,500</b>	<b>-</b>	
<b>Fund Balance, July 1</b>	<b>13,467</b>	<b>20,749</b>	<b>27,417</b>	<b>35,590</b>	<b>35,590</b>		<b>35,590</b>	<b>43,090</b>	
<b>Fund Balance, June 30</b>	<b>20,749</b>	<b>27,417</b>	<b>35,590</b>	<b>35,590</b>	<b>35,590</b>		<b>43,090</b>	<b>43,090</b>	
<b>Fund: 275 - Parkland Dedication Fund</b>									
<b>Revenue</b>									
344 - Impact Fees	26,227	16,027	-	1,293,134	(0)	-	(0)	-	0%
370 - Interest and Investment Income	1,506	351	(8,595)	-	-	-	-	-	0%
<b>Revenue Total:</b>	<b>27,733</b>	<b>16,378</b>	<b>(8,595)</b>	<b>1,293,134</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	<b>0%</b>
<b>Expenditures</b>									
Division: 344 - NPDES Storm Drain Total:	799	-	-	-	-	-	(22,654)	-	0%
Division: 345 - Park Maintenance Total:	-	-	-	-	-	-	-	-	0%
<b>Expenditure Total:</b>	<b>799</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(22,654)</b>	<b>-</b>	<b>0%</b>
<b>Fund: 275 - Parkland Dedication Fund Net Results</b>	<b>26,934</b>	<b>16,378</b>	<b>(8,595)</b>	<b>1,293,134</b>	<b>(0)</b>	<b>-</b>	<b>22,654</b>	<b>-</b>	
<b>Fund Balance, July 1</b>	<b>(57,371)</b>	<b>(30,437)</b>	<b>(14,059)</b>	<b>(22,654)</b>	<b>(22,654)</b>		<b>(22,654)</b>	<b>(0)</b>	
<b>Fund Balance, June 30</b>	<b>(30,437)</b>	<b>(14,059)</b>	<b>(22,654)</b>	<b>1,270,480</b>	<b>(22,654)</b>		<b>(0)</b>	<b>(0)</b>	
<b>Fund: 276 - Growth Impact Fund</b>									
<b>Revenue</b>									
344 - Impact Fees	33,716	32,090	2,452,573	1,608,476	493,000	13,414	493,000	1,039,594	111%
370 - Interest and Investment Income	1,842	477	(10,748)	-	-	29,842	-	-	0%
<b>Revenue Total:</b>	<b>35,557</b>	<b>32,567</b>	<b>2,441,826</b>	<b>1,608,476</b>	<b>493,000</b>	<b>43,256</b>	<b>493,000</b>	<b>1,039,594</b>	<b>111%</b>
<b>Expenditures</b>									
Division: 343 - Facility Maintenance Total:	-	-	-	-	-	-	-	425,000	100%
Division: 344 - NPDES Storm Drain Total:	-	-	-	58,000	58,000	-	58,000	58,000	0%
Division: 345 - Park Maintenance Total:	-	-	-	-	-	-	-	265,000	100%
Division: 642 - Sewer Collection Total:	-	-	-	-	-	-	-	600,000	100%
<b>Expenditure Total:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>58,000</b>	<b>58,000</b>	<b>-</b>	<b>58,000</b>	<b>1,348,000</b>	<b>2224%</b>
<b>Fund: 276 - Growth Impact Fund Net Results</b>	<b>35,557</b>	<b>32,567</b>	<b>2,441,826</b>	<b>1,550,476</b>	<b>435,000</b>	<b>43,256</b>	<b>435,000</b>	<b>(308,406)</b>	
<b>Fund Balance, July 1</b>	<b>191,875</b>	<b>227,432</b>	<b>259,999</b>	<b>2,701,825</b>	<b>2,701,825</b>		<b>2,701,825</b>	<b>3,136,824</b>	
<b>Fund Balance, June 30</b>	<b>227,432</b>	<b>259,999</b>	<b>2,701,825</b>	<b>4,252,300</b>	<b>3,136,824</b>		<b>3,136,824</b>	<b>2,828,419</b>	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – All Funds

	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Actual	FY 2021/22 Original Budget	FY 2021/22 Revised Budget	FY 2021/22 Actual Thru Mar-22	FY 2021/22 Projected Year-end	FY 2022/23 Proposed	Prop to Rev Percent Change
<b>Fund: 285 - Housing Assets Fund</b>									
<b>Revenue</b>									
342 - Other Fees	-	-	-	-	-	-	-	-	0%
370 - Interest and Investment Income	62,291	7,374	(44,948)	50,000	50,000	61,280	50,000	50,000	0%
381 - Rental Income									0%
384 - Other Revenue	750	-	41,492	-	-	-	-	-	0%
392 - Proceeds from Sale of Property									0%
393 - Loan/Bond Proceeds	44,892	52,715	11,658	867,883	867,883	7,783	867,883	5,000	-99%
<b>Revenue Total:</b>	<b>107,933</b>	<b>60,089</b>	<b>8,202</b>	<b>917,883</b>	<b>917,883</b>	<b>69,062</b>	<b>917,883</b>	<b>55,000</b>	<b>-94%</b>
<b>Expenditures</b>									
Division: 461 - Planning Total:			47,382	53,436	53,436	38,169	53,436	60,373	13%
Division: 464 - Housing Administration Total:	69,688	44,092	50,199	274,039	335,249	69,717	335,249	278,881	-17%
<b>Expenditure Total:</b>	<b>69,688</b>	<b>44,092</b>	<b>97,581</b>	<b>327,475</b>	<b>388,685</b>	<b>107,886</b>	<b>388,685</b>	<b>339,254</b>	<b>-13%</b>
<b>Fund: 285 - Housing Assets for Resale Net Results</b>	<b>38,245</b>	<b>15,998</b>	<b>(89,379)</b>	<b>590,408</b>	<b>529,198</b>	<b>(38,824)</b>	<b>529,198</b>	<b>(284,254)</b>	
<b>Fund Balance, July 1</b>	<b>7,781,270</b>	<b>7,819,515</b>	<b>7,835,513</b>	<b>7,746,133</b>	<b>7,746,133</b>		<b>7,746,133</b>	<b>8,275,331</b>	
<b>Fund Balance, June 30</b>	<b>7,819,515</b>	<b>7,835,513</b>	<b>7,746,133</b>	<b>8,336,541</b>	<b>8,275,331</b>		<b>8,275,331</b>	<b>7,991,077</b>	
<b>Fund: 310 - Lighting &amp; Landscape District Fund</b>									
<b>Revenue</b>									
321 - Intergovernmental Taxes	39,746	42,525	49,768	56,411	56,411	28,741	56,411	56,411	0%
383 - Reimbursements		14,839	-	7,500	7,500	-	7,500	7,500	0%
399 - Transfers In									0%
<b>Revenue Total:</b>	<b>39,746</b>	<b>57,364</b>	<b>49,768</b>	<b>63,911</b>	<b>63,911</b>	<b>28,741</b>	<b>63,911</b>	<b>63,911</b>	<b>0%</b>
<b>Expenditures</b>									
Division: 347 - Landscape & Lighting PVR North Total:	18,297	19,545	22,221	32,315	32,315	19,694	32,315	39,795	23%
Division: 348 - Landscape & Lighting PVR South Total:	19,875	34,055	20,389	29,810	29,810	8,668	29,810	45,380	52%
<b>Expenditure Total:</b>	<b>38,172</b>	<b>53,599</b>	<b>42,611</b>	<b>62,125</b>	<b>62,125</b>	<b>28,362</b>	<b>62,125</b>	<b>85,175</b>	<b>37%</b>
<b>Fund: 310 - Lighting &amp; Landscape Districts Net Results</b>	<b>1,575</b>	<b>3,765</b>	<b>7,157</b>	<b>1,786</b>	<b>1,786</b>	<b>379</b>	<b>1,786</b>	<b>(21,264)</b>	
<b>Fund Balance, July 1</b>	<b>30,613</b>	<b>32,188</b>	<b>35,953</b>	<b>43,110</b>	<b>43,110</b>		<b>43,110</b>	<b>44,896</b>	
<b>Fund Balance, June 30</b>	<b>32,188</b>	<b>35,953</b>	<b>43,110</b>	<b>44,896</b>	<b>44,896</b>		<b>44,896</b>	<b>23,632</b>	
<b>Fund: 317 - Pinole Valley Caretaker Fund</b>									
<b>Revenue</b>									
381 - Rental Income	15,000	11,250	-	15,000	15,000	-	15,000	15,000	0%
<b>Revenue Total:</b>	<b>15,000</b>	<b>11,250</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>	<b>0%</b>
<b>Expenditures</b>									
Division: 345 - Park Maintenance Total:	15,360	11,268	656	15,055	15,055	-	-	15,002	0%
<b>Expenditure Total:</b>	<b>15,360</b>	<b>11,268</b>	<b>656</b>	<b>15,055</b>	<b>15,055</b>	<b>-</b>	<b>-</b>	<b>15,002</b>	<b>0%</b>
<b>Fund: 317 - Pinole Valley Caretaker Fund Net Results</b>	<b>(360)</b>	<b>(18)</b>	<b>(656)</b>	<b>(55)</b>	<b>(55)</b>	<b>-</b>	<b>15,000</b>	<b>(2)</b>	
<b>Fund Balance, July 1</b>	<b>51</b>	<b>(309)</b>	<b>(327)</b>	<b>(983)</b>	<b>(983)</b>		<b>(983)</b>	<b>14,017</b>	
<b>Fund Balance, June 30</b>	<b>(309)</b>	<b>(327)</b>	<b>(983)</b>	<b>(1,038)</b>	<b>(1,038)</b>		<b>14,017</b>	<b>14,015</b>	
<b>Fund: 324 - Public Facilities Fund</b>									
<b>Expenditures</b>									
Division: 343 - Facility Maintenance Total:	50	3,356	-	60,000	60,000	-	60,000	60,000	0%
Division: 345 - Park Maintenance Total:				10,000	10,000	-	10,000	10,000	0%
<b>Expenditure Total:</b>	<b>50</b>	<b>3,356</b>	<b>-</b>	<b>70,000</b>	<b>70,000</b>	<b>-</b>	<b>70,000</b>	<b>70,000</b>	<b>0%</b>
<b>Fund: 324 - Public Facilities Fund Net Results</b>	<b>(50)</b>	<b>(3,356)</b>	<b>-</b>	<b>(70,000)</b>	<b>(70,000)</b>	<b>-</b>	<b>(70,000)</b>	<b>(70,000)</b>	
<b>Fund Balance, July 1</b>	<b>545,055</b>	<b>545,005</b>	<b>541,649</b>	<b>541,649</b>	<b>541,649</b>		<b>541,649</b>	<b>471,649</b>	
<b>Fund Balance, June 30</b>	<b>545,005</b>	<b>541,649</b>	<b>541,649</b>	<b>471,649</b>	<b>471,649</b>		<b>471,649</b>	<b>401,649</b>	
<b>Fund: 325 - City Street Improvements Fund</b>									
<b>Revenue</b>									
322 - Federal Grants	-	-	336,189	-	-	146,416	-	41,394	100%
323 - State Grants	535	149,002	20,292	97,747	97,747	2,046	97,747	-	-100%
324 - Other Grants	-	-	268,486	1,303,463	1,303,463	42,760	1,303,463	1,773,289	36%
351 - Fines and Forfeiture	18	-	160	-	-	-	-	-	0%
383 - Reimbursements		1,417	-	-	-	(1,417)	-	-	0%
399 - Transfers In	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	0%
<b>Revenue Total:</b>	<b>250,553</b>	<b>400,419</b>	<b>875,127</b>	<b>1,651,210</b>	<b>1,651,210</b>	<b>439,806</b>	<b>1,651,210</b>	<b>2,064,683</b>	<b>25%</b>
<b>Expenditures</b>									
Division: 342 - Road Maintenance Total:	45,622	448,469	569,001	1,706,213	1,706,213	127,626	1,706,213	2,232,004	31%
<b>Expenditure Total:</b>	<b>45,622</b>	<b>448,469</b>	<b>569,001</b>	<b>1,706,213</b>	<b>1,706,213</b>	<b>127,626</b>	<b>1,706,213</b>	<b>2,232,004</b>	<b>31%</b>
<b>Fund: 325 - City Street Improvements Net Results</b>	<b>204,930</b>	<b>(48,050)</b>	<b>306,126</b>	<b>(55,003)</b>	<b>(55,003)</b>	<b>312,180</b>	<b>(55,003)</b>	<b>(167,321)</b>	
<b>Fund Balance, July 1</b>	<b>1,089,984</b>	<b>1,294,914</b>	<b>1,246,864</b>	<b>1,552,990</b>	<b>1,552,990</b>		<b>1,552,990</b>	<b>1,497,987</b>	
<b>Fund Balance, June 30</b>	<b>1,294,914</b>	<b>1,246,864</b>	<b>1,552,990</b>	<b>1,497,987</b>	<b>1,497,987</b>		<b>1,497,987</b>	<b>1,330,666</b>	

**Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – All Funds**

	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Original Budget	FY 2022/23 Revised Budget	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Projected Year-end	FY 2023/24 Proposed	Prop to Rev Percent Change
<b>Fund: 327 - Parks Grants (Measure WW) Fund</b>									
<b>Revenue</b>									
323 - State Grants	-	-	-	189,758	189,758	-	-	189,758	
370 - Interest and Investment Income	533	83	(285)	-	-	49	-	-	
<b>Revenue Total:</b>	<b>533</b>	<b>83</b>	<b>(285)</b>	<b>189,758</b>	<b>189,758</b>	<b>49</b>	<b>-</b>	<b>189,758</b>	
<b>Expenditures</b>									
Division: 345- Park Maintenance Total:	-	-	-	189,758	189,758	47,721	189,758	-	-100%
<b>Expenditure Total:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>189,758</b>	<b>189,758</b>	<b>47,721</b>	<b>189,758</b>	<b>-</b>	<b>-100%</b>
<b>Fund: 327 - Parks Grants (Measure WW) Fund Net Res</b>	<b>533</b>	<b>83</b>	<b>(285)</b>	<b>-</b>	<b>-</b>	<b>(47,672)</b>	<b>(189,758)</b>	<b>189,758</b>	
<b>Fund Balance, July 1</b>	<b>24,904</b>	<b>25,437</b>	<b>25,521</b>	<b>25,236</b>	<b>25,236</b>		<b>25,236</b>	<b>(164,522)</b>	
<b>Fund Balance, June 30</b>	<b>25,437</b>	<b>25,521</b>	<b>25,236</b>	<b>25,236</b>	<b>25,236</b>		<b>(164,522)</b>	<b>25,236</b>	
<b>Fund: 377 - Arterial Streets Rehabilitation Fund</b>									
<b>Revenue</b>									
322 - Federal Grants			41,275	-	-	-	541,462	-	0%
383 - Reimbursements			-	-	-	-	-	-	0%
399 - Transfers In	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	0%
<b>Revenue Total:</b>	<b>250,000</b>	<b>250,000</b>	<b>291,275</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>791,462</b>	<b>250,000</b>	<b>0%</b>
<b>Expenditures</b>									
Division: 342 - Road Maintenance Total:	125,202	236,007	1,029,962	810,312	810,312	61,674	85,988	758,624	-6%
<b>Expenditure Total:</b>	<b>125,202</b>	<b>236,007</b>	<b>1,029,962</b>	<b>810,312</b>	<b>810,312</b>	<b>61,674</b>	<b>85,988</b>	<b>758,624</b>	<b>-6%</b>
<b>Fund: 377 - Arterial Streets Rehabilitation Fund Net Res</b>	<b>124,798</b>	<b>13,993</b>	<b>(738,687)</b>	<b>(560,312)</b>	<b>(560,312)</b>	<b>188,326</b>	<b>705,474</b>	<b>(508,624)</b>	
<b>Fund Balance, July 1</b>	<b>649,783</b>	<b>774,582</b>	<b>788,574</b>	<b>49,887</b>	<b>49,887</b>		<b>49,887</b>	<b>755,361</b>	
<b>Fund Balance, June 30</b>	<b>774,582</b>	<b>788,574</b>	<b>49,887</b>	<b>(510,425)</b>	<b>(510,425)</b>		<b>755,361</b>	<b>246,737</b>	
<b>Fund: 500 - Sewer Enterprise Fund</b>									
<b>Revenue</b>									
344 - Impact Fees	-	-	-	-	-	-	-	-	0%
363 - Sewer Enterprise Charges	7,093,734	7,414,842	7,764,868	8,266,176	8,266,176	4,709,624	8,266,176	9,154,209	11%
370 - Interest and Investment Income	277,807	44,066	(196,765)	100,000	100,000	194,443	100,000	100,000	0%
383 - Reimbursements		22,234	3,046	-	-	-	-	-	0%
384 - Other Revenue			366	-	-	-	-	-	0%
392 - Proceeds from Sale of Property			67,262	-	-	-	-	-	0%
<b>Revenue Total:</b>	<b>7,371,541</b>	<b>7,481,142</b>	<b>7,638,777</b>	<b>8,366,176</b>	<b>8,366,176</b>	<b>4,904,067</b>	<b>8,366,176</b>	<b>9,254,209</b>	<b>11%</b>
399 - Transfers In from Section 115 Pension Fund	-	-	-	-	-	-	-	-	0%
<b>Sources Total</b>	<b>7,371,541</b>	<b>7,481,142</b>	<b>7,638,777</b>	<b>8,366,176</b>	<b>8,366,176</b>	<b>4,904,067</b>	<b>8,366,176</b>	<b>9,254,209</b>	<b>11%</b>
<b>Expense</b>									
Division: 117 - General Government Total:	16,365	16,643	12,191	-	-	16,369	16,369	-	0%
Division: 641 - Sewer Treatment Plant/Shared Total:	3,979,819	4,355,345	4,718,679	6,229,371	6,289,371	3,325,563	6,289,371	9,791,938	56%
Division: 642 - Sewer Collections Total:	906,883	1,055,212	1,295,873	3,417,629	3,487,629	893,056	3,487,629	12,785,925	267%
Division: 643 - Sewer Projects/Shared Total:	-	4,275	-	-	-	-	-	-	0%
Division: 644 - WPCP Equipment/Debt Service Total:	612,491	621,332	596,719	1,611,624	1,611,624	522,440	1,611,624	1,607,476	0%
<b>Expense Total:</b>	<b>5,515,558</b>	<b>6,052,806</b>	<b>6,623,463</b>	<b>11,258,624</b>	<b>11,388,624</b>	<b>4,757,427</b>	<b>11,404,993</b>	<b>24,185,339</b>	<b>112%</b>
<b>Fund: 500 - Sewer Enterprise Fund Net Results</b>	<b>1,855,983</b>	<b>1,428,336</b>	<b>1,015,314</b>	<b>(2,892,448)</b>	<b>(3,022,448)</b>	<b>146,639</b>	<b>(3,038,817)</b>	<b>(14,931,130)</b>	
<b>Fund Balance, July 1</b>	<b>17,898,838</b>	<b>19,754,821</b>	<b>21,183,157</b>	<b>22,198,471</b>	<b>22,198,471</b>		<b>22,198,471</b>	<b>19,159,654</b>	
<b>Fund Balance, June 30</b>	<b>19,754,821</b>	<b>21,183,157</b>	<b>22,198,471</b>	<b>19,306,023</b>	<b>19,176,023</b>		<b>19,159,654</b>	<b>4,228,524</b>	
<b>Fund: 505 - Cable Access TV Fund</b>									
<b>Revenue</b>									
314 - Franchise Taxes	28,833	25,359	21,934	52,972	52,972	14,367	25,000	52,972	0%
365 - Cable TV Charges	191,537	223,342	216,837	316,956	316,956	162,424	316,956	316,956	0%
370 - Interest and Investment Income	-	-	1,297	-	-	-	-	-	0%
383 - Reimbursements		341	-	-	-	-	-	-	0%
384 - Other Revenue	3,000	-	-	5,000	5,000	-	5,000	5,000	0%
399 - Transfers In	147,804	174,853	197,184	160,124	160,124	105,124	187,577	160,124	0%
<b>Revenue Total:</b>	<b>371,175</b>	<b>423,895</b>	<b>437,252</b>	<b>535,052</b>	<b>535,052</b>	<b>281,914</b>	<b>534,533</b>	<b>535,052</b>	<b>0%</b>
399 - Transfers In from Section 115 Pension Fund	-	-	-	-	-	-	-	-	0%
<b>Sources Total</b>	<b>371,175</b>	<b>423,895</b>	<b>437,252</b>	<b>535,052</b>	<b>535,052</b>	<b>281,914</b>	<b>534,533</b>	<b>535,052</b>	<b>0%</b>
<b>Expense</b>									
Division: 119 - Cable Access TV Total:	374,875	391,792	306,964	444,432	444,432	252,449	372,789	473,459	7%
Division: 120 - Cable Access-Community Services Total:			-	4,642	4,642	47	90	1,713	-63%
Division: 121 - Cable Access-Contract Services Total:			132,383	197,707	197,707	119,103	156,427	206,884	5%
<b>Expense Total:</b>	<b>374,875</b>	<b>391,792</b>	<b>439,347</b>	<b>646,780</b>	<b>646,780</b>	<b>371,599</b>	<b>529,306</b>	<b>682,056</b>	<b>5%</b>
<b>Fund: 505 - Cable Access TV Net Results</b>	<b>(3,700)</b>	<b>32,104</b>	<b>(2,095)</b>	<b>(111,728)</b>	<b>(111,728)</b>	<b>(89,685)</b>	<b>5,227</b>	<b>(147,004)</b>	
<b>Fund Balance, July 1</b>	<b>(31,535)</b>	<b>(35,235)</b>	<b>(3,132)</b>	<b>(5,227)</b>	<b>(5,227)</b>		<b>(5,227)</b>	<b>(0)</b>	
<b>Fund Balance, June 30</b>	<b>(35,235)</b>	<b>(3,132)</b>	<b>(5,227)</b>	<b>(116,956)</b>	<b>(116,956)</b>		<b>(0)</b>	<b>(147,004)</b>	
<b>Fund: 525 - Information Systems Fund</b>									
<b>Revenue</b>									
393 - Debt Proceeds	-	-	95,874	-	-	-	-	-	0%
399 - Transfers In	-	-	196,169	-	-	-	-	-	0%
<b>Sources Total</b>	<b>-</b>	<b>-</b>	<b>292,043</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Expense</b>									
Division: 118 - Information Systems Total:	795,641	702,008	792,558	1,449,406	1,791,006	882,440	1,791,006	1,552,663	-13%
461 - Indirect cost allocations	(795,641)	(702,008)	(696,684)	(1,449,406)	(1,791,006)	(875,626)	(1,791,006)	(1,552,663)	-13%
<b>Expense Total:</b>	<b>-</b>	<b>-</b>	<b>95,874</b>	<b>-</b>	<b>-</b>	<b>6,814</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Fund: 525 - Information Systems Net Results:</b>	<b>-</b>	<b>-</b>	<b>196,169</b>	<b>-</b>	<b>-</b>	<b>(6,814)</b>	<b>-</b>	<b>-</b>	
<b>Fund Balance, July 1</b>	<b>(196,169)</b>	<b>(196,169)</b>	<b>(196,169)</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	
<b>Fund Balance, June 30</b>	<b>(196,169)</b>	<b>(196,169)</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – All Funds

	FY 2019/20 Actual	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Original Budget	FY 2022/23 Revised Budget	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Projected Year-end	FY 2023/24 Proposed	Prop to Rev Percent Change
<b>Fund: 700 - Pension Fund</b>									
<b>Revenue</b>									
370 - Interest and Investment Income	1,010,988	2,792,382	(2,248,500)	1,140,017	1,140,017	518,409	492,464	837,168	100%
399 - Transfers In			0	0	0	0	-	0	0%
<b>Revenue Total:</b>	<b>1,010,988</b>	<b>2,792,382</b>	<b>(2,248,500)</b>	<b>1,140,017</b>	<b>1,140,017</b>	<b>518,409</b>	<b>492,464</b>	<b>837,168</b>	<b>100%</b>
<b>Expense</b>									
Division: 115 - Finance Total:	-	-	-	40,000	40,000	58,546	60,000	50,000	25%
Division: 117 - General Government Total:	81,434	86,587	87,037	-	-	-	-	-	0%
<b>Sub-Total:</b>	<b>81,434</b>	<b>86,587</b>	<b>87,037</b>	<b>40,000</b>	<b>40,000</b>	<b>58,546</b>	<b>60,000</b>	<b>50,000</b>	<b>0%</b>
499 - Transfers Out	-	1,352,111	1,061,736	2,016,612	2,016,612	-	2,016,612	2,245,480	11%
<b>Expense Total:</b>	<b>81,434</b>	<b>1,438,698</b>	<b>1,148,773</b>	<b>2,016,612</b>	<b>2,056,612</b>	<b>58,546</b>	<b>2,016,612</b>	<b>2,295,480</b>	<b>12%</b>
<b>Fund: 700 - Pension Fund Net Results</b>	<b>929,554</b>	<b>1,353,684</b>	<b>(3,397,273)</b>	<b>1,100,017</b>	<b>(916,595)</b>	<b>459,863</b>	<b>(1,524,148)</b>	<b>(1,458,312)</b>	
<b>Fund Balance, July 1</b>	<b>17,159,258</b>	<b>18,088,811</b>	<b>19,442,495</b>	<b>16,045,223</b>	<b>16,045,223</b>		<b>16,045,223</b>	<b>14,521,075</b>	
<b>Fund Balance, June 30</b>	<b>18,088,811</b>	<b>19,442,495</b>	<b>16,045,223</b>	<b>17,145,240</b>	<b>15,128,628</b>		<b>14,521,075</b>	<b>13,062,763</b>	
<b>Fund: 750 - Recognized Obligation Retirement Fund</b>									
<b>Revenue</b>									
311 - Property Taxes	250,000	265,900	6,220,857	250,000	250,000	171,210	250,000	250,000	0%
370 - Interest and Investment Income	82,725	3,185	(27,548)	-	-	14,814	14,814	-	0%
392 - Proceeds from Sale of Property			342,326	-	-	-	-	-	0%
393 - Loan/Bond Proceeds	14,452	12,681	5,131	5,000	5,000	-	5,000	5,000	0%
399 - Transfers In	-	-	(839,901)	-	-	-	-	-	0%
<b>Revenue Total:</b>	<b>347,176</b>	<b>281,766</b>	<b>5,700,865</b>	<b>255,000</b>	<b>255,000</b>	<b>186,024</b>	<b>269,814</b>	<b>255,000</b>	<b>0%</b>
<b>Expense</b>									
Division: 463 - Successor Agency to RDA Total:	300,640	352,370	1,008,557	227,378	227,378	4,617,016	227,378	251,177	10%
<b>Expense Total:</b>	<b>300,640</b>	<b>352,370</b>	<b>1,008,557</b>	<b>227,378</b>	<b>227,378</b>	<b>4,617,016</b>	<b>227,378</b>	<b>251,177</b>	<b>10%</b>
<b>Fund: 750 - Recognized Obligation Retirement Fund Ne</b>	<b>46,536</b>	<b>(70,603)</b>	<b>4,692,309</b>	<b>27,622</b>	<b>27,622</b>	<b>(4,430,992)</b>	<b>42,436</b>	<b>3,823</b>	

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**GENERAL FUND LONG-TERM FINANCIAL FORECAST**

The City periodically updates its Long-Term Financial Plan (LTFP). As part of the LTFP, the City creates a long-term forecast of baseline General Fund revenues and expenditures. Below find the ten-year General Fund forecast that will be incorporated into the next LTFP.

**Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – General Fund Long-Term Financial Forecast**

CITY OF PINOLE																
LONG-TERM FINANCIAL FORECAST																
	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	
	Actual	Actual	Actual	Actual	Revised Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	
<b>GENERAL FUND SUMMARY</b>																
<b>INCLUDES MEASURE S 2006 &amp; 2014</b>																
<b>REVENUE</b>																
PROPERTY TAX	3,837,167	4,514,755	4,091,345	4,307,208	4,776,626	5,678,211	6,182,557	6,386,582	6,635,020	6,834,070	7,039,092	7,250,265	7,467,773	7,691,806	7,922,561	
SALES TAX	3,994,720	3,788,080	4,303,800	4,612,708	4,582,095	4,621,023	4,724,310	4,853,173	5,004,328	5,160,972	5,315,801	5,475,275	5,639,533	5,808,719	5,982,981	
MEAS S 2006 & 2014 LOCAL SALES TAX	4,286,328	3,901,837	4,623,561	5,000,917	4,902,000	4,972,000	5,084,000	5,222,000	5,384,000	5,554,000	5,720,620	5,892,239	6,069,006	6,251,076	6,438,608	
UTILITY USERS TAX	1,812,844	1,809,832	1,939,726	2,063,773	1,934,150	2,085,485	2,168,904	2,255,661	2,345,887	2,439,722	2,537,311	2,638,804	2,744,356	2,854,130	2,968,295	
FRANCHISE TAX	735,311	750,001	751,598	788,146	786,790	794,658	802,605	810,631	818,737	826,924	835,194	843,545	851,981	860,501	869,106	
INTERGOVERNMENTAL TAX	1,836,501	1,952,717	2,034,203	2,108,808	2,215,948	2,319,918	2,385,435	2,460,102	2,544,912	2,645,006	2,749,606	2,858,390	2,971,526	3,089,187	3,211,555	
TRANSIENT OCCUPANCY TAX	485,499	444,453	446,105	487,687	440,000	453,200	466,796	480,800	495,224	510,081	525,383	541,145	557,379	574,100	591,323	
BUSINESS LICENSE TAX	399,258	382,051	349,733	441,779	412,500	463,514	477,420	506,495	521,690	540,695	570,606	603,340	637,340	670,064	707,166	
CHARGES FOR SERVICES	967,318	1,260,013	1,345,588	1,477,492	1,405,108	1,432,539	1,475,515	1,519,781	1,565,374	1,612,335	1,660,705	1,710,526	1,761,842	1,814,698	1,869,138	
OTHER REVENUE	867,167	735,100	778,115	517,341	549,640	558,094	563,675	569,312	575,005	580,755	586,562	592,428	598,352	604,336	610,379	
LOAN/BOND PROCEEDS	1,500,000	500,000	55,197													
<b>Total Revenue</b>	<b>20,722,114</b>	<b>20,038,840</b>	<b>20,718,971</b>	<b>21,805,860</b>	<b>22,004,857</b>	<b>23,365,142</b>	<b>24,317,312</b>	<b>25,035,460</b>	<b>25,860,229</b>	<b>26,670,361</b>	<b>27,491,965</b>	<b>28,339,958</b>	<b>29,215,209</b>	<b>30,118,618</b>	<b>31,051,113</b>	
TRANSFERS IN	6,290,688			851,061												
PENSION TRANSFER IN (FY 19/20 alloc)			476,366	1,061,736	2,016,612	2,245,480	2,425,118	2,522,123	2,597,787	2,675,720	2,755,992	2,838,672	2,921,209	3,004,700	3,089,187	
PENSION TRANSFER IN			22,046,398	22,867,596	24,021,469	25,610,622	26,742,430	27,557,583	28,458,016	29,346,081	30,247,957	31,178,629	32,152,209	33,118,618	34,089,187	
<b>Total Sources</b>	<b>27,012,802</b>	<b>20,038,840</b>	<b>22,046,398</b>	<b>22,867,596</b>	<b>24,021,469</b>	<b>25,610,622</b>	<b>26,742,430</b>	<b>27,557,583</b>	<b>28,458,016</b>	<b>29,346,081</b>	<b>30,247,957</b>	<b>31,178,629</b>	<b>32,152,209</b>	<b>33,118,618</b>	<b>34,089,187</b>	
<b>EXPENDITURES</b>																
SALARIES	8,595,485	9,182,685	9,687,549	10,350,396	11,462,312	9,359,141	9,639,915	9,929,113	10,226,986	10,533,796	10,849,810	11,175,304	11,510,563	11,855,880	12,211,556	
BENEFITS - PERS RETIRE	1,792,259	2,451,411	2,772,015	3,093,184	3,808,871	2,834,290	3,174,405	3,428,357	3,668,342	3,851,759	4,275,653	4,446,471	4,624,330	4,809,303	5,001,675	
BENEFITS - OTHER	3,079,458	2,864,083	2,720,522	2,937,424	3,687,664	3,385,361	3,537,702	3,696,899	3,863,259	4,108,176	4,408,621	4,607,009	4,814,324	5,030,969		
OPERATIONS AND MAINTENANCE	1,917,711	2,462,533	2,685,146	3,810,724	3,298,050	2,144,196	2,408,522	2,480,778	2,555,201	2,631,857	2,710,813	2,792,137	2,875,901	2,962,178	3,051,043	
CCCFD FIRE SERVICES AGREEMENT						5,484,781	5,704,172	5,932,339	6,169,633	6,416,418	6,673,075	6,939,998	7,217,598	7,506,302	7,806,554	
DEBT SERVICE	643,846	606,554	588,607	608,736	596,107	611,107	636,100	651,100	721,100	721,100	721,100	721,100	721,100	848,100	848,100	
CAPITAL OUTLAY	672,010	1,031,960	1,397,824	697,550	294,993	332,990	342,980	353,269	363,867	374,783	386,027	397,607	409,536	421,822	434,476	
TRANSFERS OUT	21,732,833	1,255,058	1,588,652	2,410,402	1,420,925	1,458,756	1,502,519	1,547,594	1,594,022	1,641,843	1,691,098	1,741,831	1,794,086	1,847,908	1,903,346	
<b>Total Expenditures</b>	<b>38,433,603</b>	<b>19,854,232</b>	<b>21,410,315</b>	<b>24,108,416</b>	<b>24,568,925</b>	<b>25,610,622</b>	<b>26,946,315</b>	<b>28,019,449</b>	<b>29,162,410</b>	<b>30,208,662</b>	<b>31,526,150</b>	<b>32,623,068</b>	<b>33,760,122</b>	<b>35,065,817</b>	<b>36,287,719</b>	
<b>Surplus/Deficit</b>	<b>(11,420,801)</b>	<b>184,608</b>	<b>636,084</b>	<b>(1,240,820)</b>	<b>(547,453)</b>	<b>(203,885)</b>	<b>(461,866)</b>	<b>(662,581)</b>	<b>(704,395)</b>	<b>(862,581)</b>	<b>(1,278,193)</b>	<b>(1,444,439)</b>	<b>(4,544,912)</b>	<b>(4,947,199)</b>	<b>(5,236,606)</b>	
Fund Balance, July 1	23,478,448	12,057,647	12,242,255	12,726,083	10,535,548	8,889,757	8,125,237	7,699,354	7,006,611	6,062,103	4,949,805	3,411,905	1,697,372	(3,128,439)	(8,367,772)	
Preliminary Fund Balance, June 30	12,057,647	12,242,255	12,878,338	11,485,263	9,988,095	8,889,757	7,921,352	7,237,489	6,302,216	5,199,522	3,671,612	1,967,466	(2,847,540)	(8,075,638)	(13,604,378)	
General Reserves Adjustment				(949,715)	(1,098,338)	(764,520)	(221,998)	(230,878)	(240,113)	(249,718)	(259,706)	(270,095)	(280,898)	(292,134)	(303,820)	
<b>Fund Balance, June 30</b>	<b>12,057,647</b>	<b>12,242,255</b>	<b>12,726,083</b>	<b>10,535,548</b>	<b>8,889,757</b>	<b>8,125,237</b>	<b>7,699,354</b>	<b>7,006,611</b>	<b>6,062,103</b>	<b>4,949,805</b>	<b>3,411,905</b>	<b>1,697,372</b>	<b>(3,128,439)</b>	<b>(8,367,772)</b>	<b>(13,908,197)</b>	
Pension Fund Balance, July 1	16,287,510	17,159,258	18,088,812	19,442,496	16,045,223	14,459,597	13,002,774	11,286,816	9,379,328	7,295,543	5,022,964	2,548,304	-	-	-	
Revenues - Interest	924,669	1,010,988	2,792,382	(2,248,500)	490,986	838,657	754,161	654,635	544,001	423,141	291,332	147,802	-	-	-	
Expenditure - Transfers Out			1,352,111	1,061,736	2,016,612	2,245,480	2,425,118	2,522,123	2,597,787	2,675,720	2,755,992	2,838,672	-	-	-	
Expenditures	52,921	81,434	86,587	87,037	60,000	50,000	45,000	40,000	30,000	20,000	10,000	-	-	-	-	
<b>Pension Fund Balance, June 30</b>	<b>17,159,258</b>	<b>18,088,812</b>	<b>19,442,496</b>	<b>16,045,223</b>	<b>14,459,597</b>	<b>13,002,774</b>	<b>11,286,816</b>	<b>9,379,328</b>	<b>7,295,543</b>	<b>5,022,964</b>	<b>2,548,304</b>	<b>(142,567)</b>	<b>-</b>	<b>-</b>	<b>-</b>	
Fund Balance, July 1	7,457,116	7,492,770	8,192,602	9,363,369	10,293,189	11,146,314	11,604,735	12,081,745	12,578,092	13,094,554	13,631,942	14,191,097	14,772,880	15,366,201	15,977,979	
Revenues - Interest	35,654	(249,883)	72,429	165,301	190,573	209,675	218,309	227,292	236,641	246,368	256,489	267,021	277,979	289,134	300,820	
Revenues - Transfer In			949,715	1,098,338	764,520	221,998	230,878	240,113	249,718	259,706	270,095	280,898	292,134	303,820		
<b>General Reserve Balance, June 30</b>	<b>7,137,963</b>	<b>7,457,116</b>	<b>7,492,770</b>	<b>8,192,602</b>	<b>9,363,369</b>	<b>10,293,189</b>	<b>11,146,314</b>	<b>12,081,745</b>	<b>12,578,092</b>	<b>13,094,554</b>	<b>13,631,942</b>	<b>14,191,097</b>	<b>14,772,880</b>	<b>15,366,201</b>	<b>15,977,979</b>	

**BUDGETED POSITIONS**

Through the budget, the City Council authorizes the City’s hiring of employees to fill positions. Below find a table illustrating the positions included in the FY 2023/24 budget.

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – Budgeted Positions

Department	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
<b>CITY MANAGER</b>					
City Manager	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	0.00	1.00	0.00	0.00	0.00
Management Analyst	0.00	1.00	1.00	0.00	0.00
Assistant to the City Manager	0.00	0.00	0.00	1.00	1.00
Administrative Assistant	0.00	1.00	1.00	1.00	0.20
<b>Total Full-Time Equivalents (FTEs)</b>	<b>1.00</b>	<b>4.00</b>	<b>3.00</b>	<b>3.00</b>	<b>2.20</b>
<b>CITY CLERK</b>					
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.00	0.00	1.00	1.00	1.00
Administrative Assistant, <i>part-time</i>	0.48	0.48	0.48	1.00	1.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>1.48</b>	<b>1.48</b>	<b>2.48</b>	<b>3.00</b>	<b>3.00</b>
<b>FINANCE DEPARTMENT</b>					
Finance Director	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accounting Specialist	1.00	1.00	1.00	1.00	1.00
Accounting Technician, <i>part-time</i>	0.48	0.48	0.48	0.48	0.00
Administrative Assistant	0.00	0.00	0.00	0.00	0.75
<b>Total Full-Time Equivalents (FTEs)</b>	<b>3.48</b>	<b>3.48</b>	<b>3.48</b>	<b>3.48</b>	<b>3.75</b>
<b>HUMAN RESOURCES</b>					
Assistant City Manager	1.00	0.00	0.00	0.00	0.00
Human Resources Director	0.00	0.00	1.00	1.00	1.00
Human Resources Analyst	0.00	0.00	0.00	1.00	1.00
Human Resources Specialist	1.00	1.00	1.00	0.00	0.00
Human Resources Technician	0.00	0.00	0.00	1.00	1.00
Administrative Assistant	0.00	0.00	0.00	0.00	0.05
<b>Total Full-Time Equivalents (FTEs)</b>	<b>2.00</b>	<b>1.00</b>	<b>2.00</b>	<b>3.00</b>	<b>3.05</b>
<b>GENERAL GOVERNMENT</b>					
Management Analyst	1.00	0.00	0.00	0.00	0.00
<b>Total Full-Time Equivalents (FTEs)</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>POLICE DEPARTMENT</b>					
<b>SWORN</b>					
Police Chief	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	2.00	2.00	2.00	2.00	2.00
Police Sergeant	6.00	6.00	6.00	7.00	7.00
Police Officer	19.00	19.00	19.00	20.00	20.00
<b>Sub-total Sworn</b>	<b>28.00</b>	<b>28.00</b>	<b>28.00</b>	<b>30.00</b>	<b>30.00</b>
<b>NON-SWORN</b>					
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Community Safety Specialist	1.00	1.00	1.00	1.00	1.00
Community Service Officer	0.96	0.96	2.00	2.00	2.00
Crossing Guards, <i>part-time/temporary</i>	0.50	0.25	0.25	0.25	0.25
Dispatcher	11.00	11.00	11.00	10.00	10.00
Lead Dispatcher	1.00	1.00	1.00	2.00	2.00
Police Property Specialist	1.00	1.00	1.00	1.00	1.00
Police Records Specialist	2.00	2.00	2.00	2.00	2.00
<b>Sub-total Non-Sworn</b>	<b>18.46</b>	<b>18.21</b>	<b>19.25</b>	<b>19.25</b>	<b>19.25</b>
<b>Total Full-Time Equivalents (FTEs)</b>	<b>46.46</b>	<b>46.21</b>	<b>47.25</b>	<b>49.25</b>	<b>49.25</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – Budgeted Positions

Department	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
<b>FIRE DEPARTMENT</b>					
<b>SWORN</b>					
Fire Chief	1.00	1.00	1.00	1.00	0.00
Battalion Chief	1.00	1.00	1.00	1.00	0.00
Fire Captain	3.00	3.00	5.00	5.00	0.00
Fire Engineer	3.00	3.00	3.00	3.00	0.00
Fire Fighter/Paramedic	3.00	3.00	3.00	6.00	0.00
Fire Fighter	3.00	3.00	3.00	0.00	0.00
<b>Sub-total Sworn</b>	<b>14.00</b>	<b>14.00</b>	<b>16.00</b>	<b>16.00</b>	<b>0.00</b>
<b>NON-SWORN</b>					
Management Analyst	1.00	1.00	1.00	1.00	0.00
<b>Sub-total Non-Sworn</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>
<b>Total Full-Time Equivalents (FTEs)</b>	<b>15.00</b>	<b>15.00</b>	<b>17.00</b>	<b>17.00</b>	<b>0.00</b>
<b>PUBLIC WORKS</b>					
Public Works Director	0.00	0.00	0.00	1.00	1.00
Development Services Director/City Engineer	0.50	0.50	1.00	0.00	0.00
Senior Project Manager	1.00	1.00	1.00	0.00	0.00
Capital Improvement and Environmental Program M	0.00	0.00	0.00	1.00	1.00
Associate Civil Engineer	0.00	0.00	0.00	1.00	1.00
Public Works Specialist	1.00	1.00	1.00	2.00	2.00
Administrative Assistant	1.00	0.00	0.00	0.00	0.00
Management Analyst	0.00	0.00	1.00	1.00	1.00
Development Services Technician	0.00	0.00	0.00	0.50	0.50
Public Works Manager	1.00	1.00	1.00	1.00	1.00
Public Works Maintenance Supervisor	2.00	2.00	3.00	3.00	3.00
Public Works Maintenance Workers	7.00	7.00	8.00	8.00	8.00
Park Caretaker	0.25	0.25	0.25	0.25	0.25
Treatment Plant Manager	1.00	1.00	1.00	1.00	1.00
Water Pollution Control Plant Operation Supervisor	1.00	1.00	1.00	1.00	1.00
WWTP Senior Operator	0.00	0.00	0.00	1.00	1.00
WWTP Operator	5.00	5.00	5.00	4.00	4.00
Environmental Analyst	1.00	1.00	1.00	1.00	1.00
Environmental Assistant	1.00	1.00	1.00	1.00	1.00
WWTP Maintenance Mechanic	1.00	1.00	2.00	2.00	2.00
Water Pollution Control Plant Intern	0.48	0.48	0.48	0.48	0.48
<b>Total Full-Time Equivalents (FTEs)</b>	<b>24.23</b>	<b>23.23</b>	<b>27.73</b>	<b>30.23</b>	<b>30.23</b>
<b>COMMUNITY DEVELOPMENT</b>					
Development Services Director/City Engineer	0.50	0.50	0.00	0.00	0.00
Community Development Director	0.00	0.00	1.00	1.00	1.00
Planning Manager	1.00	1.00	1.00	1.00	1.00
Senior Building Inspector	1.00	1.00	1.00	0.00	0.00
Building Official	0.00	0.00	0.00	1.00	1.00
Building Inspector	0.00	1.00	1.00	0.00	0.00
Building Inspector I/II	0.00	0.00	0.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	1.00	0.00	0.00
Code Enforcement Officer I/II	0.00	0.00	0.00	1.00	1.00
Permit Technician	2.00	2.00	2.00	0.00	0.00
Permit Technician I/II	0.00	0.00	0.00	2.00	2.00
Development Services Technician	0.00	0.00	0.00	0.50	0.50
<b>Total Full-Time Equivalents (FTEs)</b>	<b>5.50</b>	<b>6.50</b>	<b>7.00</b>	<b>7.50</b>	<b>7.50</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – Budgeted Positions

Department	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
<b>COMMUNITY SERVICES DEPARTMENT</b>					
<b>RECREATION</b>					
Community Services Director	0.00	0.00	1.00	1.00	1.00
Recreation Manager	1.00	1.00	1.00	1.00	1.00
Cook, <i>part-time/regular</i>	0.75	0.75	0.75	0.75	0.75
Recreation Coordinator	2.60	2.60	2.60	3.50	3.50
Recreation Leader	2.88	2.88	2.88	2.88	2.88
Recreation Leader [Tiny Tots]	1.13	1.13	1.13	1.13	1.13
Rental Facility Custodian, <i>part-time/temporary</i>	1.65	1.65	1.65	1.65	1.65
Senior Recreation Leader	1.50	1.50	1.50	1.50	1.50
<b>Sub-total Recreation</b>	11.50	11.50	12.50	13.40	13.40
<b>PINOLE COMMUNITY TELEVISION (PCTV)</b>					
Cable Access Coordinator	1.00	1.00	1.00	1.00	1.00
Cable Access Technician	1.00	1.00	1.00	1.00	1.00
Cable Equipment Operators	0.75	0.75	0.75	0.75	0.75
<b>Sub-total Cable Access Television</b>	2.75	2.75	2.75	2.75	2.75
Total Full-Time Equivalents (FTEs)	14.25	14.25	15.25	16.15	16.15
<b>GRAND TOTAL ALL DEPARTMENTS</b>	<b>114.40</b>	<b>115.15</b>	<b>125.19</b>	<b>132.61</b>	<b>115.13</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Revenue and Expenditure Summaries – Labor Allocations

**LABOR COST ALLOCATIONS (\$)**

Position Title	Total Wages and Benefits	General Fund 100	Sewer Enterprise (MWRP) Fund 500	Sewer Enterprise (Comp Yield) Fund 500	Cable TV Fund 505	Information Systems Fund 525	Successor Agency Fund 750	Housing Admin Fund 205	Gas Tax Fund 200	Building Fund 204 Fund 212	Measure 'S' Fund 106	PSAF Fund 203 Fund 205	SLEF Fund 206	Storm Water Fund 207	Recreation Fund 209	Refuse Mgmt Fund 213	Solid Waste Fund 214	Measure 'J' Fund 215	Total		
100-110 Council Members (5)	78,701	59,005	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	78,701	
100-111 City Manager	503,319	211,594	25,166	125,830	-	-	90,597	25,166	-	25,166	-	-	-	-	-	-	-	-	-	503,319	
100-111 Assistant to the City Manager	195,251	156,201	-	-	-	39,050	-	-	-	-	-	-	-	-	-	-	-	-	-	195,251	
100-111 Admin Assistant	167,301	167,301	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	167,301	
100-112 City Clerk	239,788	196,056	-	-	-	-	43,162	-	-	-	-	-	-	-	-	-	-	-	-	239,788	
100-113 Treasurer	10,624	7,868	-	2,656	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,624	
100-115 Finance Director	380,621	232,179	57,093	22,704	-	-	72,318	19,031	-	-	-	-	-	-	-	-	-	-	-	380,621	
100-115 Accountant	151,380	118,666	22,704	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	151,380	
100-115 Accounting Specialist	133,094	113,130	19,964	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	133,094	
100-116 HR Analyst	135,792	122,212	13,579	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	135,792	
100-116 HR Director	403,371	363,084	40,337	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	403,371	
100-116 HR Tech	124,789	112,110	12,479	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	124,789	
100-221 Police Officer	196,688	90,463	-	-	-	-	-	-	-	-	-	-	106,095	-	-	-	-	-	-	196,688	
100-221 Police Officer (2)	337,376	-	-	-	-	-	-	-	-	-	-	337,376	-	-	-	-	-	-	-	337,376	
100-221 Police Officer (Came)	190,122	133,085	-	-	-	-	-	-	-	-	-	57,037	-	-	-	-	-	-	-	190,122	
100-341 PW Director	284,621	71,155	56,924	28,462	-	-	-	42,693	-	28,462	28,462	-	14,231	-	-	28,462	14,231	-	-	284,621	
100-341 Associate Engineer	160,883	-	16,088	24,132	-	-	-	-	-	80,441	-	-	-	-	-	-	-	40,221	-	160,883	
100-341 PW Specialist (2)	260,805	52,161	65,201	-	-	-	-	39,121	-	52,161	-	-	-	26,081	-	26,081	-	-	-	260,805	
100-341 Capital Improvement Manager	207,068	-	20,707	31,060	-	-	-	27,386	-	41,414	-	-	-	10,353	-	20,707	31,060	5,767	-	207,068	
100-341 Management Analyst	136,929	27,386	-	13,693	-	-	-	-	-	27,386	-	-	-	13,693	-	-	27,386	-	-	136,929	
100-342 PW Maint. Supervisor	123,518	49,407	-	-	-	-	-	-	-	24,704	-	-	-	-	-	-	24,704	-	-	123,518	
100-343 Public Works Manager	300,266	150,133	-	60,033	-	-	-	15,013	-	-	-	-	60,033	-	-	15,013	-	-	-	300,266	
100-343 PW Maint. Supervisor	211,003	94,951	52,751	-	-	-	-	10,550	-	42,201	-	-	42,201	-	-	10,550	-	-	-	211,003	
100-343 Maintenance Workers (4)	505,238	151,598	101,066	-	-	-	-	75,399	-	75,399	-	-	75,399	-	-	25,266	-	75,399	-	505,238	
100-343 Maintenance Worker (1)	143,266	-	-	-	-	-	-	-	-	143,266	-	-	-	-	-	-	-	-	-	143,266	
100-343 Maintenance Worker (1)	101,016	50,508	-	-	-	-	-	-	-	50,508	-	-	-	-	-	-	-	-	-	101,016	
209-551 Community Svc Director	259,673	-	-	25,967	-	-	-	-	-	-	-	-	-	-	239,706	-	-	-	-	259,673	
212-461 Community Dev. Director	402,488	100,627	-	402,488	-	-	-	60,373	-	241,493	-	-	-	-	-	-	-	-	-	402,488	
212-461 Planning Manager	234,255	11,713	-	-	-	-	-	11,713	-	210,839	-	-	-	-	-	-	-	-	-	234,255	
212-462 Permit Technician II	120,445	-	-	-	-	-	-	-	-	120,445	-	-	-	-	-	-	-	-	-	120,445	
212-462 Permit Technician I	104,427	-	-	-	-	-	-	-	-	104,427	-	-	-	-	-	-	-	-	-	104,427	
212-462 Administrative Coordinator	124,722	83,140	-	-	-	-	-	-	-	41,582	-	-	-	-	-	-	-	-	-	124,722	
500-642 PW Maint. Supervisor	186,828	-	-	140,121	-	-	-	-	9,941	-	-	-	-	18,683	-	9,941	-	-	-	186,828	
500-642 Maintenance Workers (2)	278,756	-	-	269,067	-	-	-	-	-	13,938	-	-	-	27,076	-	13,938	-	-	-	278,756	
	\$ 7,394,462	\$ 2,956,358	\$ 285,041	\$ 873,767	\$ 25,967	\$ 39,050	\$ 206,077	\$ 116,283	\$ 233,841	\$ 796,104	\$ 396,100	\$ 337,376	\$ 163,232	\$ 288,969	\$ 233,706	\$ 149,338	\$ 97,381	\$ 215,770	\$ 7,394,462		
PERCENT OF TOTAL		40%	4%	12%	0%	1%	3%	2%	3%	11%	5%	5%	2%	4%	3%	2%	1%	3%	100%		
	General Fund	Special Revenue	Sewer Enterprise	Successor Agency	Interim Service	Measure \$															
	2,996,398	\$ 2,620,010	\$ 1,158,809	\$ 206,077	\$ 65,017	\$ 396,100															
100-111 Admin Assistant	33,460	-	100-115 125,475	100-116 9,365	100-221 335,994	100-223 37,326	100-341 357,304	100-342 89,326	100-343 357,304	100-343 89,326	100-345 357,304	100-345 89,326	209-555 357,304	212-461 357,304	212-462 357,304	212-462 357,304	212-462 357,304	212-462 357,304	212-462 357,304	212-462 357,304	167,301
100-221 Police Chief	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	373,260	
100-221 Lieutenant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	446,630	
100-343 Maintenance Supervisor (1)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	49,407	
100-343 Maintenance Supervisor (4)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	151,598	
100-343 Maintenance Worker (1)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	71,633	
212-461 Community Dev. Director	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	241,493	
212-462 Administrative Coordinator	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	124,722	
212-462 Permit Technician III	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	120,445	
505-119 Cable Access Coordinator	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	104,427	
505-119 Cable Access Technician	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	216,562	
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	87,188	
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	69,454	





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## Department Budgets

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This section contains detailed information for the City's organizational units, its departments. The budget summaries illustrate how the City's various funding sources are allocated to individual departments to fund their specific activities and programs.

The department sections are arranged in the following order:

- Elected Officials
  - City Council
  - City Treasurer
- Appointed Officials
  - City Manager
  - City Attorney
  - City Clerk
- Administration
  - Finance
  - Human Resources
- Public Safety
  - Police
  - Fire
- Public Works
- Community Development
- Community Services
- General Government

The following information is provided below in each department budget section:

- Mission;
- Major services and functions;
- FY 2022/23 key accomplishments;
- FY 2023/24 key priorities and projects;
- Significant special projects for FY 2024/25 – FY 2027/28;
- Major changes in FY 2023/24 budget;
- Position summary;
- Budget summaries at the department and division levels; and
- Major non-personnel expense details.

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## **CITY COUNCIL**

### **Mission**

The mission of the City Council is to use the tools at its disposal to create a safe, healthy, and prosperous community. In February 2020, the City Council adopted the City of Pinole Strategic Plan 2020 – 2025, which contained the following vision, mission, and goals for the City.

### **Vision**

Pinole is a safe, vibrant, and innovative community with small town charm and high quality of life.

### **Mission**

Pinole will be efficient, ethical, and effective in delivering quality services with community involvement and fiscal stewardship.

### **Goals**

1. Safe and Resilient
2. Financially Stable
3. Vibrant and Beautiful
4. High Performance

### **Major Services and Functions**

The primary role of the City Council is to create local laws to support a safe, healthy, and prosperous community. The City Council also creates a vision and goals for the community, approves policies for the conduct of municipal affairs, and appropriates City funds through the budget process to support City programs and services. The City Council holds regularly scheduled meetings, hearings, and study sessions to receive citizens' input and conduct the City's business in a public forum. Council Members represent the City at local, regional, and State organizations. The five-member City Council is elected at large and serves four-year overlapping terms. The City Council appoints one of its members to serve as the Mayor each year. The City Council also serves as the governing body of the Successor Agency to the Pinole Redevelopment Agency ("Successor Agency"), and appoints members of the community to serve on various boards and commissions. The City Council appoints three City officers: the City Manager, City Attorney, and City Clerk.

### **FY 2022/23 Key Accomplishments**

- Recognized numerous individuals, community organizations, and causes for their contributions to Pinole and society

- Analyzed and approved a new five-year fire and emergency medical service agreement with the Contra Costa County Fire Protection District ("Con Fire")
- Researched a potential local ballot measure to transition to a charter city and establish an increased real property transfer tax (RPTT)
- Approved an Economic Development Strategy
- Approved a Communication and Engagement Plan
- Adopted a new City of Pinole Local Roadway Safety Plan (LRSP)
- Approved a new 223-unit multifamily housing development on Fitzgerald Avenue ("Pinole Vista" apartment complex)
- Approved a preliminary design for the replacement of the San Pablo Avenue bridge between Pinole and Hercules
- Provided direction on and authorized the submittal of the draft 2023-2031 Housing Element Update
- Provided direction to staff on new City events, such as a Pinole Pride (civic/anniversary and LBGT) event in June 2023
- Provided direction on safety improvements on the Tennent Avenue corridor
- Established a Project Labor Agreement (PLA) Ad Hoc Subcommittee
- Improved the capital planning process by providing direction to staff on a capital projects prioritization methodology
- Authorized the sale of surplus City properties
- Adopted resolutions taking positions on key policy issues
- Adopted ordinances changing City laws on certain key issues
- Appropriated funding for a new Property and Facilities Master Plan
- Provided funding and direction on transportation safety capital projects

### **FY 2023/24 Key Priorities and Projects**

- Create new or updated ordinances to support a safe, healthy, and prosperous community
- Continue to recognize individuals, organizations, and causes through proclamations and resolutions
- Continue to advocate for the City in regional and State policy matters
- Continue to review and approve City policies and service models that will improve City efficiency and effectiveness
- Provide leadership and oversight of the implementation of the Strategic Plan
- Consider development applications that will improve the community
- Provide direction and adopt updates to the City General Plan Safety and Health and Environmental Justice elements
- Create an updated Long-Term Financial Plan that determines how to address the City's unfunded liabilities
- Establish a process to quickly respond to advocacy opportunities regarding proposed State legislation
- Direct staff on the redevelopment of "Community Corner" (lot at the corner of San Pablo Avenue and Tennent)
- Review City's use of its Section 115 Pension Trust

- Continue to expand relationships with elected officials in neighboring cities, special districts, and at the State and federal levels

### **Significant Special Projects for FY 2024/25 through FY 2027/28**

- Create new or updated ordinances to support a safe, healthy, and prosperous community

### **Major Changes in FY 2023/24 Budget**

There are no major changes in the FY 2023/24 budget compared to the FY 2022/23 budget.

### **Position Summary**

There are no staff positions budgeted for the City Council department. Support to the City Council is provided by City staff budgeted in other departments, such as the City Manager, City Attorney, City Clerk, and others.

**CITY COUNCIL BUDGET SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>REVENUE / FUNDING SOURCE</b>							
General Fund - 100	215,352	215,904	149,921	182,496	212,212	29,716	14%
Measure S 2014 - 106	5,900	-	-	5,900	-	(5,900)	-100%
<b>Total</b>	<b>221,252</b>	<b>215,904</b>	<b>149,921</b>	<b>188,396</b>	<b>212,212</b>	<b>23,816</b>	<b>11%</b>

**EXPENDITURES BY CATEGORY**

**Personnel**

Salaries & Wages -401	49,871	48,302	35,427	48,150	33,750	(14,400)	-43%
Employee Benefits - 410	45,345	53,393	32,806	55,241	42,550	(12,691)	-30%
<b>Total Personnel</b>	<b>95,216</b>	<b>101,696</b>	<b>68,233</b>	<b>103,391</b>	<b>76,300</b>	<b>(27,091)</b>	<b>-36%</b>

**Services and Supplies**

Professional & Administrative Services - 42	145,509	135,565	95,944	108,375	137,155	28,780	21%
Other Operating Expenses -43	1,466	921	831	1,030	1,030	-	0%
<b>Total Services and Supplies</b>	<b>146,975</b>	<b>136,486</b>	<b>96,776</b>	<b>109,405</b>	<b>138,185</b>	<b>28,780</b>	<b>21%</b>

**Capital Outlay**

Asset Acquisition/Improvement - 47	-	130	-	-	15,000	15,000	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>130</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>	<b>0%</b>

**Indirect Cost Allocations**

Administrative Credits - 46121	(22,714)	(24,463)	(17,170)	(26,331)	(19,675)	6,656	-34%
General Liability Insurance - 46201	1,776	2,054	2,082	1,931	2,402	471	20%
<b>Total Indirect Cost Allocations</b>	<b>(20,939)</b>	<b>(22,408)</b>	<b>(15,088)</b>	<b>(24,400)</b>	<b>(17,273)</b>	<b>7,127</b>	<b>-41%</b>

**Total**

	<b>221,252</b>	<b>215,904</b>	<b>149,921</b>	<b>188,396</b>	<b>212,212</b>	<b>23,816</b>	<b>11%</b>
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**EXPENDITURES BY PROGRAM**

City Council - 110	221,252	215,904	149,921	188,396	212,212	23,816	11%
<b>Total</b>	<b>221,252</b>	<b>215,904</b>	<b>149,921</b>	<b>188,396</b>	<b>212,212</b>	<b>23,816</b>	<b>11%</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – City Council

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42201 Office Expense</b>	<b>\$ 500</b>	<b>\$ 500</b>
<hr/>		
<b>4230X Travel and Training</b>	<b>\$ 21,000</b>	<b>\$ 25,380</b>
ABAG Delegate	\$250	
CCC Mayor's Conference monthly dinners (24 @ \$70)	1,680	
Council Member 1 Discretionary Travel/Training Allocation	4,250	
Council Member 2 Discretionary Travel/Training Allocation	4,250	
Council Member 3 Discretionary Travel/Training Allocation	4,250	
Council Member 4 Discretionary Travel/Training Allocation	4,250	
East Bay Division meetings (12 @ \$50)	600	
Mayor Discretionary Travel/Training Allocation	4,250	
Mayor travel expenses	600	
Other identified City sponsored events	250	
Various dinners/award ceremonies	750	
<b>42401 Memberships</b>	<b>\$ 21,485</b>	<b>\$ 21,785</b>
ABAG dues	\$5,500	
Contra Costa Mayor's Conference membership & exp.	1,400	
LAFCO dues	6,300	
League of CA Cities	7,685	
League of California Cities East Bay Division	400	
Other Memberships	500	
<b>42514 Special Department Expense</b>	<b>\$ 59,490</b>	<b>\$ 89,490</b>
City Council meetings recorded by PCTV	\$56,490	
Mayoral Celebration expense	400	
Misc. supplies and food for meetings	1,000	
Other special department expenses	1,000	
Stipends for High School Student Internship Program (up to 5 @ \$500 per month)	30,000	
West County Mayor's Breakfast meetings	600	
<b>Total Professional/Administrative Services</b>		
		<b>\$ 137,155</b>
<b>4310X Utilities</b>	<b>\$ 1,030</b>	<b>\$ 1,030</b>
Gas/Electric	\$ 980	
Water	50	
<b>47103 Furniture</b>	<b>\$ -</b>	<b>\$ 15,000</b>
Council office furniture	\$15,000	
 <b>MEASURE S - 2014 FUND - 106</b>		
<b>42101 Professional Services</b>	<b>\$ 5,900</b>	<b>\$ -</b>
Teambuilding and Strategic Planning	\$ -	

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## **CITY TREASURER**

### **Mission**

The mission of the City Treasurer is to, in collaboration with the Finance Director, ensure that all City funds are received, deposited, disbursed, and invested effectively in accordance with the City's Investment Policy and Generally Accepted Accounting Principles (GAAP).

### **Major Services and Functions**

The City Treasurer provides input to the Finance Director on quarterly investment reports that the Finance Director creates for the City Council. The reports include reconciled bank balances, the type and amount of investments and deposits of City funds, the institution in which these deposits are made, market values, maturity dates, and rates of interest. In addition, the City Treasurer reviews the weekly check run and is one of the authorized City counter signatories of checks in an amount of \$5,000 or greater. The City's Investment Policy prioritizes safety, liquidity, and yield. The City Treasurer is an elected position and serves a four-year term.

### **FY 2022/23 Key Accomplishments**

- Collaborated with the Finance Director to provide quarterly investment reports to the City Council and to achieve the Investment Policy priorities of safety, liquidity, and yield
- Collaborated with the Finance Director to ensure that all City funds were received, deposited, disbursed, and invested effectively in accordance with the City's Investment Policy and GAAP

### **FY 2023/24 Key Priorities and Projects**

- Continue to collaborate with the Finance Director on investment management and treasury functions

### **Major Changes in FY 2023/24 Budget**

There are no major changes in the FY 2023/24 budget compared to the FY 2022/23 budget.

### **Position Summary**

There are no staff positions budgeted for the City Treasurer department. Support to the City Treasurer is provided by City staff budgeted in other departments, primarily the Finance Department.

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – City Treasurer

**CITY TREASURER BUDGET SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>REVENUE / FUNDING SOURCE</b>							
General Fund - 100	8,286	8,375	5,732	8,662	8,727	65	1%
<b>Total</b>	<b>8,286</b>	<b>8,375</b>	<b>5,732</b>	<b>8,662</b>	<b>8,727</b>	<b>65</b>	<b>1%</b>

**EXPENDITURES BY CATEGORY**

**Personnel**

Salaries & Wages - 401	8,431	8,427	6,072	8,400	3,000	(5,400)	-180%
Employee Benefits - 410	1,633	1,197	1,146	1,964	7,410	5,446	73%
<b>Total Personnel</b>	<b>10,063</b>	<b>9,624</b>	<b>7,217</b>	<b>10,364</b>	<b>10,410</b>	<b>46</b>	<b>0%</b>

**Services and Supplies**

Professional & Administrative Services - 42	783	911	250	760	760	-	0%
Other Operating Expenses - 43	-	-	-	-	-	-	0%
<b>Total Services and Supplies</b>	<b>783</b>	<b>911</b>	<b>250</b>	<b>760</b>	<b>760</b>	<b>-</b>	<b>0%</b>

**Capital Outlay**

Asset Acquisition/Improvement - 47	-	-	-	-	-	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

**Indirect Cost Allocations**

Admin Credits - 46121	(2,718)	(2,341)	(1,921)	(2,634)	(2,656)	(22)	1%
Legal Charges - 46126	-	-	-	-	-	-	0%
General Liability Insurance - 46201	158	182	185	172	213	41	19%
<b>Total Indirect Cost Allocations</b>	<b>(2,560)</b>	<b>(2,160)</b>	<b>(1,736)</b>	<b>(2,462)</b>	<b>(2,443)</b>	<b>19</b>	<b>-1%</b>

<b>Total</b>	<b>8,286</b>	<b>8,375</b>	<b>5,732</b>	<b>8,662</b>	<b>8,727</b>	<b>65</b>	<b>1%</b>
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**EXPENDITURES BY PROGRAM**

City Treasurer - 113	8,286	8,375	5,732	8,662	8,727	65	1%
<b>Total</b>	<b>8,286</b>	<b>8,375</b>	<b>5,732</b>	<b>8,662</b>	<b>8,727</b>	<b>65</b>	<b>1%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42301 Travel &amp; Training</b>	<b>\$ 400</b>	<b>\$ 400</b>
Misc. training	\$ 400	
<b>42401 Memberships</b>	<b>\$ 110</b>	<b>\$ 110</b>
CSMFO Dues	\$ 110	
<b>42506 Bonds</b>	<b>\$ 250</b>	<b>\$ 250</b>
Bond for City Treasurer position	\$ 250	
<b>Total Professional/Administrative Services</b>		<b>\$ 760</b>

## **CITY MANAGER**

The City Manager department is comprised of the following divisions:

- Administration and Programs; and
- Information Technology

### **Mission**

The mission of the City Manager's office (department) is to support the City Council in its policy development and to oversee all City staff and operations to ensure efficient and effective service delivery.

### **Major Services and Functions**

The City of Pinole is organized under a "council-manager" form of operation. This form of operations consists of an elected City Council that is responsible for policymaking and a professional City Manager, appointed by the Council, who is responsible for carrying out the policies of the Council and overseeing City operations. In addition to overseeing City operations, the City Manager's office also performs or coordinates some specific functions on behalf of the entire City organization, including the following:

- Communication and engagement
- Intergovernmental relations
- Information technology
- Strategic planning and organizational assessment

The Information Technology Division maintains hardware and software throughout the City organization. The Division collaborates with other City departments to conduct business process re-engineering and to select and implement appropriate technology to meet City needs. The Division manages information services for over 120 users, 53 workstations, and 13 servers used throughout the City. The City contracts with a private firm, Precision IT Consulting, for managed IT services, including network administration, security, equipment and software maintenance, and end user support. Precision IT provides two full-time on-site technicians to address short-term and long-term work requests.

### **FY 2022/23 Key Accomplishments**

#### **Baseline Work (Including Staff-Initiated Special Projects)**

- Supported the City Council in its development of policy on key community issues
- Supported City departments in the implementation of a number of process improvements and new policies
- Worked with local, regional, State, and federal agencies to advance Pinole's interests

- Hired staff in key leadership positions
- Created written policies and procedures on numerous administrative matters
- Initiated an internal diversity, equity, and inclusion (DEI) program

### Strategic Plan Strategies

- Successfully supported the transition of the Pinole Fire Department to be operated under Contra Costa Fire Protection District
- Implemented many IT projects, including significantly improving network security
- Created a Communication and Engagement Plan, which is a Strategic Plan strategy
- Expanded communication and engagement with the community through the use of new tools and techniques
- Increased engagement with community and civic organizations, neighboring cities, and special districts

### **FY 2023/24 Key Priorities and Projects**

#### Baseline Work (Including Staff-Initiated Special Projects)

- Assess City operations and implement improvements for diversity, equity, and inclusion (DEI)

### Strategic Plan Strategies

- Complete the Strategic Plan strategy of developing an interagency legislative advocacy program (Goal 4, Strategy 7)
- Launch a new website Content Management System (CMS) with expanded online services
- Complete priority projects as outlined in the 2021/22-2025/26 Information Technology (IT) Plan

### **Significant Special Projects for FY 2024/25 through FY 2027/28**

- Complete Strategic Plan strategies

### **Major Changes in FY 2023/24 Budget**

The City Manager department Administration and Programs division budget for FY 2023/24 includes funding for Diversity, Equity, and Inclusion (DEI) consulting, intergovernmental affairs consulting, grant management consulting, and communication and engagement consulting, all related to high-priority City initiatives in these areas. The Information Technology division budget includes a number of projects identified in the City's IT Plan.

**Position Summary**

<b>Position</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>
City Manager	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	0.00	1.00	0.00	0.00	0.00
Management Analyst	0.00	1.00	1.00	0.00	0.00
Assistant to the City Manager	0.00	0.00	0.00	1.00	1.00
Administrative Assistant	0.00	1.00	1.00	1.00	0.20
<b>Total</b>	<b>1.00</b>	<b>4.00</b>	<b>3.00</b>	<b>3.00</b>	<b>2.20</b>

Note that the Administrative Assistant position has been partially allocated to other departments in FY 2023/24 to reflect their primary tasks, including with the Finance Department, more clearly.

**CITY MANAGER BUDGET SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
General Fund - 100	603,505	527,117	410,795	615,943	590,960	(24,983)	-4%
<b>Total</b>	<b>603,505</b>	<b>527,117</b>	<b>410,795</b>	<b>615,943</b>	<b>590,960</b>	<b>(24,983)</b>	<b>-4%</b>

**EXPENDITURES BY CATEGORY**

**Personnel**

Salaries & Wages - 401	657,031	364,341	320,621	480,353	505,702	25,349	5%
Employee Benefits - 410	394,691	297,436	249,674	304,344	324,181	19,837	6%
<b>Total Personnel</b>	<b>1,051,722</b>	<b>661,777</b>	<b>570,295</b>	<b>784,697</b>	<b>829,883</b>	<b>45,186</b>	<b>5%</b>

**Services and Supplies**

Professional & Administrative Services - 42	93,633	175,750	111,160	248,004	188,480	(59,524)	-32%
Other operating Expenses - 43	1,995	1,278	1,141	1,425	1,425	-	0%
<b>Total Services and Supplies</b>	<b>95,627</b>	<b>177,028</b>	<b>112,301</b>	<b>249,429</b>	<b>189,905</b>	<b>(59,524)</b>	<b>-31%</b>

**Indirect Cost Allocations**

Admin Credits - 46121	(577,603)	(338,727)	(302,079)	(445,668)	(464,816)	(19,148)	4%
General Liability Insurance - 46201	33,760	25,861	29,629	27,485	35,988	8,503	24%
<b>Total Internal Cost Allocations</b>	<b>(543,844)</b>	<b>(312,866)</b>	<b>(272,450)</b>	<b>(418,183)</b>	<b>(428,828)</b>	<b>(10,645)</b>	<b>2%</b>

**Capital Outlay**

Asset Acquisition/Improvement - 47	-	1,176	649	-	-	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>1,176</b>	<b>649</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

**Total**

<b>603,505</b>	<b>527,117</b>	<b>410,795</b>	<b>615,943</b>	<b>590,960</b>	<b>(24,983)</b>	<b>-4%</b>
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**EXPENDITURES BY PROGRAM**

City Manager - 111	603,505	527,117	410,795	615,943	590,960	(24,983)	-4%
<b>Total</b>	<b>603,505</b>	<b>527,117</b>	<b>410,795</b>	<b>615,943</b>	<b>590,960</b>	<b>(24,983)</b>	<b>-4%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 210,000</b>	<b>\$ 145,000</b>
Communication and Engagement Consulting	\$ 60,000	
DEI Consulting	40,000	
Digital Billboard	25,000	
Misc. Consulting	20,000	
<b>42107 Equipment Maintenance</b>	<b>\$ 100</b>	<b>\$ 100</b>
	\$100	
<b>42201 Office Expense</b>	<b>\$ 13,800</b>	<b>\$ 29,055</b>
Copier Supplies	\$1,000	
Mass Mailing Services	17,255	
Misc Office Expense	800	
Office Supplies	5,000	
Other Office Expenses	5,000	
<b>42203 Office Expense/Shipping &amp; Mailing</b>	<b>\$ 9,779</b>	<b>\$ -</b>
Postage & Shipping	\$ -	
Postage Equipment	0	
<i>(Moved to IT dept FY23/24)</i>		
<b>4230X Travel and Training</b>	<b>\$ 7,300</b>	<b>\$ 7,300</b>
League of Cities or Other Trainings	\$1,600	
Mayor's Conference monthly dinners	600	
Miscellaneous Meetings	1,200	
Other Misc. Training	1,500	
League of Cities or other training related travel	2,400	
<b>42401 Memberships</b>	<b>\$ 3,875</b>	<b>\$ 3,875</b>
Bay Area News Group Subscription	\$550	
CAPIO Membership	200	
CCC Public Managers Association	500	
CCMF Membership	200	
ICMA Membership	2,150	
MISAC Membership	200	
Municipal Management Association (MMANC)	75	
<b>42506 Bonds</b>	<b>\$ 350</b>	<b>\$ 350</b>
Bonds (CM & ACM)	\$350	
<b>42514 Special Department Expense</b>	<b>\$ 2,800</b>	<b>\$ 2,800</b>
Flowers for funerals and Special Occasions	\$300	
Miscellaneous	2,000	
Notary Fees and Supplies	100	
UPS/FedEx/Misc. shipping	400	
<b>Total Professional/Administrative Services</b>		<b>\$ 188,480</b>
<b>4310X Utilities</b>	<b>\$ 1,425</b>	<b>\$ 1,425</b>
43103 Gas/Electric	\$ 1,300	
43102 Water	125	

**INFORMATION SYSTEMS BUDGET SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>REVENUE / FUNDING SOURCE</b>							
General Fund - 100	540,026	548,604	611,656	1,126,368	1,047,053	(79,315)	-8%
Measure S-2014 Fund - 106	-	-	-	102,600	3,600	(99,000)	-2750%
Recreation Fund - 209	62,029	55,886	52,314	96,243	117,529	21,286	18%
Building and Planning Fund - 212	31,872	46,877	149,655	286,798	154,993	(131,805)	-85%
Sewer Enterprise Fund - 500	49,160	53,850	54,329	124,732	140,834	16,102	11%
Cable Access TV Fund - 505	18,921	23,910	22,738	46,691	92,253	45,562	49%
<b>Total</b>	<b>702,008</b>	<b>729,127</b>	<b>890,693</b>	<b>1,783,432</b>	<b>1,556,263</b>	<b>(227,169)</b>	<b>-15%</b>
<b>EXPENDITURES BY CATEGORY</b>							
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	472,808	463,062	709,854	1,361,406	1,097,840	(263,566)	-24%
Other Operating Expenses - 43	168,959	197,415	156,749	174,853	201,726	26,873	13%
<b>Total Services and Supplies</b>	<b>641,766</b>	<b>660,476</b>	<b>866,603</b>	<b>1,536,259</b>	<b>1,299,566</b>	<b>(236,693)</b>	<b>-18%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47*	26,323	107,122	15,836	357,348	217,655	(139,693)	-64%
<b>Total Capital Outlay</b>	<b>26,323</b>	<b>107,122</b>	<b>15,836</b>	<b>357,348</b>	<b>217,655</b>	<b>(139,693)</b>	<b>-64%</b>
<b>Debt Service</b>							
Debt Principal - 48101	-	23,255	-	-	-	-	0%
Debt Interest - 48102	-	1,705	-	-	-	-	0%
<b>Total Debt Service</b>	<b>-</b>	<b>24,960</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Administrative Debits - 46122	33,918	32,443	15,067	32,929	39,042	6,113	16%
Information Systems (IS) Charges - 46	(702,008)	(729,127)	(890,693)	(1,823,935)	(1,552,663)	271,273	-17%
<b>Total Indirect Cost Allocations</b>	<b>(668,089)</b>	<b>(696,684)</b>	<b>(875,626)</b>	<b>(1,791,006)</b>	<b>(1,513,621)</b>	<b>277,386</b>	<b>-18%</b>
<b>Total</b>	<b>(0)</b>	<b>95,874</b>	<b>6,814</b>	<b>102,600</b>	<b>3,600</b>	<b>(99,000)</b>	<b>0%</b>
<b>EXPENDITURES BY PROGRAM</b>							
Information Systems - 118	702,008	825,001	897,507	1,926,536	1,556,263	(370,273)	-24%
<b>Total</b>	<b>702,008</b>	<b>825,001</b>	<b>897,507</b>	<b>1,926,536</b>	<b>1,556,263</b>	<b>(370,273)</b>	<b>-24%</b>

\*See CIP



Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – City Manager

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 534,670</b>	<b>\$ 589,550</b>
City Website CMS Updates	65,000	
Data Collection & Management Solution	17,000	
Implement Payment Software	5,000	
Labor to replace PD MDC's (carryover)	9,000	
Labor to Update Versatile Software (carryover)	2,000	
Managed IT support (Precision)	396,550	
Misc. IT Consulting/projects/assessment	25,000	
Network Security/Cybersecurity Assessment	10,000	
TrackIT (ClientFirst) Implementation	50,000	
Fiber Network Assessment	10,000	
<b>42105 Network Maintenance</b>	<b>\$ 89,550</b>	<b>\$ 75,344</b>
Network servers and hardware maintenance, including professional callouts.		
AWS hosting for Smart Geotech	\$ 1,910	
Contra Costa County ACCJIN Network Fee	26,523	
Data backup protection for City Hall servers	12,667	
Data backup protection for Public Safety servers	10,609	
Firewall Maintenance for Public Safety	1,591	
Sophos Firewall Annual Maintenance & Support CH	2,122	
Sophos Endpoint Protection for workstations and servers	10,291	
Webstie Annual Hosting	8,359	
Wi-Fi Service	1,273	
<b>42106 Software Maintenance</b>	<b>\$ 560,923</b>	<b>\$ 239,541</b>
Adobe software for PCTV	\$ 637	
AMAG alarm software maintenance	2,030	
Axon Cloud Storage for PD body cameras	15,914	
CrimeView desktop support	3,183	
Critical Reach maintenance	530	
ESRI- Ainfo, Aedito, Aview maintenance	21,218	
FileOnQ Support & maintenance	3,492	
Fire RMS support (Zoll)- Station 73	645	
Form 700 e-submission Software	3,500	
Granicus (Webstreaming)	7,426	
Laserfiche Annual Maintenance/License	7,575	
Police Department Computer Management software	2,334	
Public Records Management Software	6,180	
RecDesk software	5,562	
Recruiting Software Annual (NeoGov)	5,200	
Scala License for PCTV	1,221	
Selectron Software Annau	29,166	
TrakIt support maintenance	48,144	
Tyler Incode license & fee maintenance	71,080	
Versatile Express & retention support (Zasio)	4,505	
<b>42107 Equipment Maintenance</b>	<b>\$ 51,191</b>	<b>\$ 48,252</b>
Copier Lease and Maintenance (Xerox)	\$ 45,131	
Mailing System Meter Lease (Pitney Bowes)	2,060	
Printer Repair Service	1,061	
<b>42203 Shipping and Mailing</b>	<b>\$ -</b>	<b>\$ 9,779</b>
Citywide Postage Shipping	\$ 3,000	
Postage Equipment	6,779	
<b>42510 Software Purchase &amp; Subscriptions</b>	<b>\$ 82,472</b>	<b>\$ 131,774</b>
Adobe Acrobat	\$ 10,000	
Agenda Management Software	27,210	
Copware Site License	300	
Cybersecurity Subscription Purchase	9,200	
DocuSign Subscription	14,610	
Livescan maintenance	10,609	
ManageEngine MDM (PD)	645	
Mobile Device management	2,500	
Office 365 G3 License (150 Licenses)	36,000	
PD background checks (TLO, Transunion)	1,400	
Pinole Municode	500	



## **CITY ATTORNEY**

### **Mission**

The mission of the City Attorney is to provide quality, comprehensive legal representation to the City.

### **Major Services and Functions**

The City Attorney is the Chief Legal Officer for the City. The City Attorney provides legal advice to the City Council, City officials, and staff. The City Attorney prepares and reviews ordinances, resolutions, and contracts for City Council consideration, and represents the City in legal actions, both affirmative claims and defense of claims brought against the City. The City Attorney also serves as general counsel for the Successor Agency for the Redevelopment Agency. The City Attorney plays a key role in risk management for the City of Pinole. The City Attorney prepares legal opinions at the request of the City Council and staff as needed and advises on all legal issues related to the City.

### **FY 2022/23 Key Accomplishments**

- Advised City on compliance with evolving COVID related health orders, AB 361, and related workplace / labor issues
- Prepared organics reduction and recycling ordinance for City compliance with SB 1383
- Assisted staff with Code Enforcement matters, real property liens and securing Court ordered abatement warrants authorizing City correction of code violations
- Updated City construction contract documents in compliance with Federal and State procurement requirements related to San Pablo Avenue Rehabilitation Project
- Chaired and coordinated multiple Municipal Code Update Subcommittee meetings
- Advised on disposition of redevelopment surplus properties and development projects throughout the City
- Advised City Council on potential Charter City Ballot Measure and adjustment to Real Property Transfer Tax
- Managed and coordinated City defense, and affirmative litigation, related to PG&E Bankruptcy proceeding among other litigation matters and cases
- Prepared update to City's ordinance regulating the use and sale of fireworks

### **FY 2023/24 Special Projects**

- Prepare ordinances and resolutions to address City Council priorities
- Advise City Council and prepare related materials for potential Charter City Ballot Measure

- Provide legal assistance and advice in labor negotiations, grievances, employment, benefits, and HR related issues, as well as liability avoidance management practices
- Provide legal advice and representation to the City on development projects including multi-family housing developments, Pinole Shores II, and the sale of former RDA properties, and provide counsel to the City's Planning Commission
- Provide training on ethics, conflicts of interest and election related issues to the City Council, Commissioners, and staff
- Draft City Procurement Policy Procedures Manual

### **Significant Special Projects for FY 2024/25 through FY 2027/28**

- Continue to update the Pinole Municipal Code to comply with evolving legal requirements, best practices, and City Council directives
- Provided advice and counsel regarding compliance with new State laws to facilitate the development of housing, and assist the City with completion of the updated Housing Element

### **Major Changes in FY 2023/24 Budget**

Anticipating the amount of legal services needed by the City in any given year is difficult. The proposed FY 2023/24 budget is a 2% increase over the current year's budget and reflects an increase to legal fee rates per the legal services contract and an estimate of the number of hours that will be spent. Some legal costs incurred by the City are reimbursed to the General Fund and are not reflected in the proposed budget. Those include, but are not limited to, code enforcement, development projects and property dispositions, and successful defense of claims that have prevailing party attorney fee provisions. These reimbursements will help offset the actual cost of legal services for the City.

### **Position Summary**

No personnel are directly assigned to this department. Legal services are provided to the City by a private law firm on a contract basis.

**CITY ATTORNEY BUDGET SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>REVENUE / FUNDING SOURCE</b>							
General Fund - 100	489,955	406,476	378,073	321,057	320,428	(629)	0%
Measure S 2014 - 106	-	-				-	0%
<b>Total</b>	<b>489,955</b>	<b>406,476</b>	<b>378,073</b>	<b>321,057</b>	<b>320,428</b>	<b>(629)</b>	<b>0%</b>

**EXPENDITURES BY CATEGORY**

**Legal Services**

Attorney Services - 42102	763,076	833,500	604,119	583,740	596,245	12,505	2%
<b>Total Legal Services</b>	<b>763,076</b>	<b>833,500</b>	<b>604,119</b>	<b>583,740</b>	<b>596,245</b>	<b>12,505</b>	<b>2%</b>

**Indirect Cost Allocations**

Administrative Credits - 46121	(273,121)	(427,024)	(226,046)	(262,683)	(250,817)	11,866	-5%
Developer Reimbursements - 46121				-	(25,000)	(25,000)	100%
<b>Total Indirect Cost Allocations</b>	<b>(273,121)</b>	<b>(427,024)</b>	<b>(226,046)</b>	<b>(262,683)</b>	<b>(275,817)</b>	<b>(13,134)</b>	<b>5%</b>

<b>Total</b>	<b>489,955</b>	<b>406,476</b>	<b>378,073</b>	<b>321,057</b>	<b>320,428</b>	<b>(629)</b>	<b>0%</b>
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**EXPENDITURES BY PROGRAM**

City Attorney - 114	489,955	406,476	378,073	321,057	320,428	(629)	0%
<b>Total</b>	<b>489,955</b>	<b>406,476</b>	<b>378,073</b>	<b>321,057</b>	<b>320,428</b>	<b>(629)</b>	<b>0%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42102 Attorney Services - General Fund</b>	<b>\$ 583,740</b>	<b>\$ 596,245</b>
General legal services for FY 2023/24	\$596,245	

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## **CITY CLERK**

### **Mission**

The City Clerk's mission is to fulfill the role as elections official, legislative administrator, and records manager for the City in an efficient, professional, and friendly manner; to provide outstanding support to the Council throughout the legislative process; and to serve the citizens of Pinole as an accessible and responsive representative of transparent and open government.

### **Major Services and Functions**

The City Clerk is an appointed officer by the City Council and is responsible for preparing agenda packets, producing the official records of Council decisions, maximizing public access to municipal government, ensuring transparency to the public, and is the official custodian of the records of the City. The City Clerk serves as the Elections Official of the City and conducts all City elections; acts as a Compliance Officer for federal, state, and local statutes including the Political Reform Act, the Brown Act, and the Public Records Act. Some specific functions of the City Clerk's office include the following:

- Provide accurate and timely minutes for the City Council and Finance Subcommittee
- City Council and Finance Sub-Committee agenda packet management
- Serve as Elections Official and conduct all City elections in compliance with the CA Elections Code
- Coordinate Citywide Records Management Program and conduct semi-annual audit
- Streamline the paperless filing and electronic submission of Form 700 for FPPC filers
- Administration of the City's Public Records Act Program
- Codification of Pinole municipal code
- Provide excellent customer service to members of the community & staff

### **FY 2022/23 Key Accomplishments**

#### **Baseline Work (Including Staff-Initiated Special Projects)**

- Improvements to virtual public meeting format and procedures in response to COVID-19 pandemic using Zoom software
- Planning, coordination and implementation of hybrid meeting model for public meetings
- Management of DocuSign account for City contract routing in response to remote working Conditions of Employees Due to the COVID-19 Pandemic
- Management of GovQA Software for Online Public Records Request Management Portal

- Management of Laserfiche electronic management software for the City Clerk’s records and continued progress on city-wide records conversion project
- Timely and accurate delivery of 33 Council, Successor Agency, and Finance Sub-Committee transcriptions
- Prepared 33 meeting packets
- Prepared 127 legislative actions & 18 proclamations
- Municipal code updated on-line with each ordinance adoption
- Provided oversight to public records program facilitating response to 150 formal public records requests by mid-year

**FY 2023/24 Key Priorities and Projects**

Baseline Work (Including Staff-Initiated Special Projects)

- Improve transparency and safe access to public meetings by providing a hybrid public meeting format that would allow in-person as well as remote participation
- Manage implementation of new records and agenda management system program
- Strengthen city-wide records management program and retention/destruction practices

**Significant Special Projects for FY 2024/25 through FY 2027/28**

- Improve City-wide Records Management Program by working with departments to assess needs, digitize records, and improve retention and destruction practices

**Major Changes in FY 2023/24 Budget**

The City Clerk budget for FY 2023/24 does not include any significant changes relative to the FY 2022/23 budget.

**Position Summary**

<b>Position</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>
City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	0.00	0.00	1.00	1.00	1.00
Administrative Assistant	0.4	0.48	0.48	1.00	1.00
<b>Total</b>	<b>1.48</b>	<b>1.48</b>	<b>2.48</b>	<b>3.00</b>	<b>3.00</b>



Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – City Clerk

**CITY CLERK BUDGET SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>REVENUE / FUNDING SOURCE</b>							
General Fund - 100	243,065	327,468	366,780	586,347	624,354	38,007	6%
<b>Total</b>	<b>243,065</b>	<b>327,468</b>	<b>366,780</b>	<b>586,347</b>	<b>624,354</b>	<b>38,007</b>	<b>6%</b>
<b>EXPENDITURES BY CATEGORY</b>							
<b>Personnel</b>							
Salaries & Wages - 401	162,165	242,602	240,210	323,655	365,077	41,422	11%
Employee Benefits- 410	39,928	61,021	78,773	172,067	171,849	(218)	0%
<b>Total Personnel</b>	<b>202,094</b>	<b>303,623</b>	<b>318,983</b>	<b>495,722</b>	<b>536,926</b>	<b>41,204</b>	<b>8%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	54,093	31,441	48,842	93,880	98,010	4,130	4%
Other Operating Expenses - 43	2,167	1,379	1,236	1,600	1,600	-	0%
<b>Total Services and Supplies</b>	<b>56,260</b>	<b>32,820</b>	<b>50,078</b>	<b>95,480</b>	<b>99,610</b>	<b>4,130</b>	<b>4%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	-	2,168	-	5,000	5,000	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>2,168</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Admin Credits - 46121	(30,110)	(33,760)	(28,161)	(36,606)	(43,162)	(6,556)	15%
Admin Debits - 46122	6,474	6,949	5,917	8,232	-	(8,232)	100%
General Liability Insurance - 46201	8,348	15,670	19,963	18,519	25,980	7,461	29%
<b>Total Internal Cost Allocations</b>	<b>(15,288)</b>	<b>(11,142)</b>	<b>(2,280)</b>	<b>(9,855)</b>	<b>(17,182)</b>	<b>(7,327)</b>	<b>43%</b>
<b>Total</b>	<b>243,065</b>	<b>327,468</b>	<b>366,780</b>	<b>586,347</b>	<b>624,354</b>	<b>38,007</b>	<b>6%</b>
<b>EXPENDITURES BY PROGRAM</b>							
City Clerk - 112	243,065	327,468	366,780	586,347	624,354	38,007	6%
<b>Total</b>	<b>243,065</b>	<b>327,468</b>	<b>366,780</b>	<b>586,347</b>	<b>624,354</b>	<b>38,007</b>	<b>6%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 55,000</b>	<b>\$ 55,300</b>
Citywide historical records project support	\$ 11,300	
Filming and imaging of permanent records	2,000	
Meeting minutes transcription	20,000	
Pinole Municipal Code codification and update	2,000	
Policies and procedures update support	20,000	
<b>42201 Office Expense</b>	<b>\$ 1,600</b>	<b>\$ 1,600</b>
Misc. office expenses & proclamations and certificates	\$1,600	
<b>4230X Travel and Training</b>	<b>\$ 11,500</b>	<b>\$ 12,225</b>
CCAC Annual Conference (2)	\$ 1,050	
City Clerk's New Law/Election Seminar/Misc. Training (2)	2,400	
IIMC Annual Conference	675	
Regional Trainings (CCAC) (4)	500	
Technical Training for Clerks	1,500	
42302 Other Training Expenses	4,600	
42302 Travel expense/Mileage	1,000	
42303 Meal allowance	500	
<b>42401 Memberships</b>	<b>\$ 605</b>	<b>\$ 1,210</b>
CCAC Dues (2)	\$ 520	
IIMC Member Dues (2)	540	
MMANC Member dues (2)	150	
<b>42506 Bonds</b>	<b>\$ 175</b>	<b>\$ 175</b>
<b>42514 Special Department Expense</b>	<b>\$ 25,000</b>	<b>\$ 27,500</b>
Boards & Commissions Recognition Event	\$ 2,500	
Election	22,500	
Public Notices	2,500	
<b>Total Professional/Administrative Services</b>		<b>\$ 98,010</b>
<b>4310X Utilities</b>	<b>\$ 1,600</b>	<b>\$ 1,600</b>
Gas/Electric	\$ 1,500	
Water	100	
<b>4710X</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
Office Furniture		

## **FINANCE**

### **Mission**

The mission of the Finance Department is to provide the City with financial information necessary to ensure sound financial decisions and to ensure appropriate procedures to protect the City's financial assets. This is accomplished through timely and effective preparation of the Annual Comprehensive Financial Report, Budget, quarterly financial and investment reports, and adequate financial controls.

### **Major Services and Functions**

The Finance Department is responsible for accounting operations including accounts payable, accounts receivable, payroll processing, and audits; budget management and long-range financial planning; purchasing; treasury management; debt and bond administration; and business license administration. In addition, the Finance Department prepares the Recognized Obligation Payment Schedule (ROPS) for the Successor Agency to the Pinole Redevelopment Agency and submits the ROPS to the County and State agencies.

### **FY 2022/23 Key Accomplishments**

#### **Baseline Work (Including Staff-Initiated Special Projects)**

- Updated City's Long Term Financial Plan and expanded to include all City funds
- Adopted annual budget by June 30<sup>th</sup>
- Issued Annual Comprehensive Financial Report (ACFR) by December 31<sup>st</sup>
- Received an unqualified opinion for annual financial statements
- Prepared the Successor Agency Annual ROPS for approval by the County Oversight Board and submitted to the State Department of Finance by February 1<sup>st</sup>
- Received California Society of Municipal Finance Officers Budget Excellence Award
- Received Government Finance Officers Association Excellence in Financial Reporting Award
- Submitted financial policies to City Council for annual review
- Updated the City's master fee schedule

#### **Strategic Plan Strategies**

- Supported the Fire Department in conducting a fiscal impact analysis as a requirement for the fire service agreement between the City and the Contra Costa County Fire Protection District
- Conducted a comprehensive fee study and cost allocation plan

## FY 2023/24 Special Projects

### Baseline Work (Including Staff-Initiated Special Projects)

- Expand Long-Term Financial Plan to a 20-year time horizon
- Update and/or establish finance operating procedures, including comprehensive accounting manual
- Assist with automating processes, including implementation of an online payment platform
- Assist with developing an approach to funding infrastructure maintenance and improvements

### Strategic Plan Strategies

- Assist with identifying, analyzing, and advancing revenue generating opportunities
- Assist with establishing a program to evaluate grant opportunities and capacity

### Other Council-Directed Special Projects

- Research the process required to establish a fire prevention maintenance district

## Significant Special Projects for FY 2024/25 – FY 2027/28

- Assist with strategic financial planning to other City departments in the advancement of strategic plan strategies and special projects.

## Major Changes in FY 2023/24 Budget

There are no major changes to the Finance department budget for FY 2023/24. However, the budget does reflect a position change. The vacant part-time Accounting Technician position has been removed and is replaced by 0.75 of the existing full-time Administrative Assistant who has been performing Accounting Technician duties and was previously entirely budgeted in the City Manager department.

## Position Summary

Position	2019/20	2020/21	2021/22	2022/23	2023/24
Finance Director	1.00	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00	1.00
Accounting Specialist	1.00	1.00	1.00	1.00	1.00
Accounting Technician, <i>PT</i>	0.48	0.48	0.48	0.48	0.00
Administrative Assistant	0.00	0.00	0.00	0.00	0.75
<b>Total</b>	<b>3.48</b>	<b>3.48</b>	<b>3.48</b>	<b>3.48</b>	<b>3.75</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Finance

**FINANCE BUDGET SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>REVENUE / FUNDING SOURCE</b>							
General Fund - 100	571,900	560,362	472,619	722,847	849,436	126,590	15%
Measure S 2006 - 105	300	475	1,367	2,450	2,450	-	0%
Measure S 2014 - 106	1,356	175	1,667	2,450	2,450	-	0%
Pension Fund - 700	-	-	58,546	40,000	50,000	10,000	20%
<b>Total</b>	<b>573,555</b>	<b>561,011</b>	<b>534,199</b>	<b>767,747</b>	<b>904,336</b>	<b>136,590</b>	<b>15%</b>

**EXPENDITURES BY CATEGORY**

**Personnel**

Salaries & Wages - 401	364,032	404,096	310,224	442,401	441,479	(922)	0%
Overtime - 402	112	-	-	2,500	2,500	-	0%
Employee Benefits - 410	91,218	143,242	138,898	178,968	190,527	11,559	6%
<b>Total Personnel</b>	<b>455,363</b>	<b>547,338</b>	<b>449,122</b>	<b>623,869</b>	<b>634,506</b>	<b>10,637</b>	<b>2%</b>

**Services and Supplies**

Professional & Administrative Services - 42	195,825	122,478	157,536	281,185	287,945	6,760	2%
Other Operating Expenses - 43	5,462	3,499	3,123	4,800	4,800	-	0%
Materials & Supplies - 44	-	-	-	-	-	-	0%
<b>Total Services and Supplies</b>	<b>201,287</b>	<b>125,976</b>	<b>160,660</b>	<b>285,985</b>	<b>292,745</b>	<b>6,760</b>	<b>2%</b>

**Capital Outlay**

Asset Acquisition/Improvement - 47	-	-	562	-	-	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>562</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

**Indirect Cost Allocations**

Admin Credits - 46121	(121,997)	(150,338)	(126,132)	(181,349)	(191,110)	(9,761)	5%
Admin Debits - 46122	6,474	6,949	5,917	8,232	125,476	117,244	93%
Information Systems (IS) Charges - 46	-	1,619	12,902	4,377	7,149	2,773	39%
Legal Charges - 46126	11,192	5,310	4,615	2,000	5,000	3,000	60%
Insurance General Liability - 46201	21,237	24,156	26,554	24,633	30,570	5,937	19%
<b>Total Indirect Cost Allocations</b>	<b>(83,094)</b>	<b>(112,303)</b>	<b>(76,144)</b>	<b>(142,107)</b>	<b>(22,915)</b>	<b>119,193</b>	<b>-520%</b>

**Total**

<b>573,555</b>	<b>561,011</b>	<b>534,199</b>	<b>767,747</b>	<b>904,336</b>	<b>136,590</b>	<b>15%</b>
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**EXPENDITURES BY PROGRAM**

Finance - 115	573,555	561,011	534,199	767,747	904,336	136,590	15%
<b>Total</b>	<b>573,555</b>	<b>561,011</b>	<b>534,199</b>	<b>767,747</b>	<b>904,336</b>	<b>136,590</b>	<b>15%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 189,090</b>	<b>\$ 179,655</b>
Auditing services	\$ 55,000	
Brinks Armored Car service	2,800	
CA Municipal Statistics (ACFR schedule)	500	
Cost Allocation Plan update	5,000	
Grant Research/Writing/Admin Svcs	45,000	
GASB 68 PERS Reports	1,750	
HDL Property Tax Analysis	8,500	
HDL Sales Tax Analysis	5,600	
OPEB Valuation Report	10,000	
Preparation of State Controller's reports	5,505	
Strategic Financial Planning Support ( <i>one-time project</i> )	40,000	
<b>42201 Office Expense</b>	<b>\$ 5,800</b>	<b>\$ 6,880</b>
Check stock	\$ 1,500	
Miscellaneous office expenses	2,500	
Printing services	1,680	
Year-end tax forms	1,200	
<b>42203 Shipping &amp; Mailing</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
Mass mailing	\$ 5,000	
<b>4230x Travel and Training</b>	<b>\$ 2,100</b>	<b>\$ 2,100</b>
CSMFO annual conference	\$ 1,100	
Staff training	1,000	
<b>42401 Memberships</b>	<b>\$ 595</b>	<b>\$ 710</b>
CMTA dues	\$ 95	
CSMFO dues	225	
GFOA dues	190	
ICMA dues	200	
<b>42501 Bank Fees</b>	<b>\$ 15,000</b>	<b>\$ 20,000</b>
Mechanics Bank and Bank of the West fees	\$ 20,000	
<b>42506 Admin Exp/Bonds</b>	<b>\$ 250</b>	<b>\$ 250</b>
Bonds	\$ 250	
<b>42510 Software Subscription</b>	<b>\$ 17,795</b>	<b>\$ 17,795</b>
Balancing Act	\$ 5,800	
GovInvest labor module	10,000	
Long-range forecasting software	1,995	
<b>42514 Special Department Expense</b>	<b>\$ 655</b>	<b>\$ 655</b>
GFOA ACFR review and certification	\$ 505	
CSMFO budget review and award	150	
<b>Total Professional/Administrative Services</b>		<b>\$ 233,045</b>
<b>4310X Utilities</b>	<b>\$ 4,800</b>	<b>\$ 4,800</b>
43102 Water	\$ 300	
43103 Electricity & Power	4,500	

**MEASURE S - 2006 FUND - 105**

<b>42101 Professional Services</b>		<b>\$ 2,450</b>	<b>\$ 2,450</b>
Measure S Audit (105)	\$ 1,200		
Sales Tax Analysis	1,250		

**MEASURE S - 2014 FUND - 106**

<b>42101 Professional Services</b>		<b>\$ 2,450</b>	<b>\$ 2,450</b>
Measure S Audit (106)	\$ 1,200		
Sales Tax Analysis	1,250		

**PENSION FUND - 700**

<b>42501 Bank Fees</b>		<b>\$ 40,000</b>	<b>\$ 50,000</b>
Bank fees	\$ 50,000		

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## **HUMAN RESOURCES**

The Human Resources Department is comprised of the following divisions:

- Human Resources Management; and
- Risk Management

### **Mission**

The mission of the Human Resources Department is to support the City of Pinole by providing comprehensive and timely human resources and risk management services. It has the responsibility for developing and implementing innovative strategies and programs that enhance the work experience for our employees. Its objective is to attract, develop, motivate, and retain the best-qualified employees whose diversity and skills contribute to and sustain the City of Pinole as a quality organization.

### **Major Services and Functions**

- **Human Resources Administration and Risk Management** – Provides support and strategic planning services to employees and departments in the development of organizational objectives; provides interpretation of City and department policies; reviews and evaluates work methods and procedures for improving organizational performance, enhancing services, and meeting goals. Administers the City's risk management programs including general and employment liability and workers' compensation for on-the-job injuries.
- **Labor Relations** – Represents the City Council and City Manager on all labor negotiation and grievance matters with bargaining unit representatives of recognized employee organizations.
- **Employee Relations** – Provides guidance and counseling to employees; initiates, conducts and/or oversees investigations relative to disciplinary actions and complaints for City departments.
- **Recruitment and Selection** – Assists in the administration of the City's Civil Service Merit System; facilitates selection procedures that produce diverse and skilled applicant pools; assures that all recruitment, hiring, placements, transfers, and promotions are made based on individual qualifications for the position.
- **Benefits Administration** – Provides exceptional and affordable employee benefits for retirement, medical, dental, vision, wellness and safety, and employee assistance to attract and retain a qualified and highly skilled workforce.
- **Organizational Training and Development** – Coordinates City-wide training including safety, mandated, educational, and development programs for City staff.
- **Classification and Compensation** – Plans and conducts classification and organization studies; develops classification specifications; designs compensation systems that support and reinforce the City's long-range objectives as well as the culture, climate, and behaviors needed for the organization to be effective.

## **FY 2022/23 Key Accomplishments**

### Baseline Work (Including Staff-Initiated Special Projects)

- Completed labor negotiations with PPEA and developed a successor MOU that was adopted by City Council on July 19, 2022.
- Conducted 37 recruitments.
- Developed a Citywide Volunteers Administrative Policy.
- Developed a Citywide Classification Series Administrative Policy.
- Developed a Citywide Cell Phone Use in the Workplace Administrative Policy.
- Developed a Citizen Request/Complaint Procedure & Form Administrative Policy.
- Developed a Compensation and Benefits Plan for Elected Officials.
- Implemented an Employee Wellness Program.
- Planned and facilitated numerous events for the City's Public Service Employee Recognition Week.
- Designed an employee benefits overview booklet to incorporate all City benefits and vendor resources for the various employee groups and present the booklet by both electronic and printed methods.

### Strategic Plan Strategies

- Initiated implementation of the City's Employee Talent Management Plan in accordance with the City's Strategic Plan 2020 – 2025.

## **FY 2023/24 Priorities and Projects**

### Baseline Work (Including Staff-Initiated Special Projects)

- Implement successor memorandums of understanding for three bargaining units.
- Utilize innovative marketing practices such as social media outreach and branding to attract candidates.
- Enhance and promote higher education tuition reimbursement program.
- Develop a supervisory academy in partnership with other cities in West County.
- Promote external training opportunities offered to employees.
- Implement "stay" interviews with annual performance evaluation process.
- Survey employee benefits satisfaction levels and implement effective modifications.
- Develop safety emergency action plans for identified workplace risks.
- Review OPEB obligations and alternatives to support the City's fiscal sustainability.
- Continue to perform a comprehensive review and updating of key City personnel rules and policies to ensure compliance with MOU provisions, state and federal legislation, and conduct meet and confer sessions with the employee bargaining units as required.

Strategic Plan Strategies

- Implement the recommendations of the Communication and Engagement Plan relative to employees.

**Significant Special Projects for FY 2024/25 through FY 2027/28**

- Human Resources will implement the Employee Talent Management Plan to attract and retain high-quality employees and develop their skills.
- In partnership with the City Manager’s Office, Human Resources will develop and implement a Citywide Diversity, Equity, and Inclusion Initiative.

**Major Changes in FY 2023/24 Budget**

The Human Resources Department budget for FY 2023/24 does not include any significant changes relative to the FY 2022/23 budget.

**Position Summary**

<b>Position</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>
Assistant City Manager	1.00	0.00	0.00	0.00	0.00
Human Resources Director	0.00	0.00	1.00	1.00	1.00
Human Resources Analyst	0.00	0.00	0.00	1.00	1.00
Human Resources Technician	0.00	0.00	0.00	1.00	1.00
Human Resources Specialist	1.00	1.00	1.00	0.00	0.00
Administrative Assistant	0.00	0.00	0.00	0.00	0.05
<b>Total</b>	<b>2.00</b>	<b>1.00</b>	<b>2.00</b>	<b>3.00</b>	<b>3.05</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Human Resources

**HUMAN RESOURCES BUDGET SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>REVENUE / FUNDING SOURCE</b>							
General Fund - 100	292,727	377,614	514,484	768,472	888,226	119,754	13%
<b>Total</b>	<b>292,727</b>	<b>377,614</b>	<b>514,484</b>	<b>768,472</b>	<b>888,226</b>	<b>119,754</b>	<b>13%</b>
<b>EXPENDITURES BY CATEGORY</b>							
<b>Personnel</b>							
Salaries & Wages - 401	84,111	192,397	239,593	391,311	420,389	29,078	7%
Overtime - 402	-	-	-	-	-	-	0%
Employee Benefits - 410	21,679	71,804	110,512	197,438	214,158	16,720	8%
<b>Total Personnel</b>	<b>105,791</b>	<b>264,201</b>	<b>350,105</b>	<b>588,749</b>	<b>634,547</b>	<b>45,798</b>	<b>7%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	128,235	104,326	121,046	160,907	210,556	49,649	24%
Other Operating Expenses - 43	1,612	1,040	925	1,750	1,750	-	0%
<b>Total Services and Supplies</b>	<b>129,847</b>	<b>105,365</b>	<b>121,971</b>	<b>162,657</b>	<b>212,306</b>	<b>49,649</b>	<b>23%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	-	104	1,153	-	-	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>104</b>	<b>1,153</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46121	(15,303)	(10,772)	(8,642)	(13,144)	(66,395)	(53,251)	80%
Administrative Debits - 46122	67,836	-	5,917	8,232	8,364	132	2%
Legal Charges - 46126	-	2,502	20,288	-	30,000	30,000	100%
General Liability Insurance - 46201	4,556	16,214	23,692	21,978	69,404	47,426	68%
<b>Total Indirect Cost Allocations</b>	<b>57,089</b>	<b>7,944</b>	<b>41,255</b>	<b>17,066</b>	<b>41,373</b>	<b>24,307</b>	<b>59%</b>
<b>Total</b>	<b>292,727</b>	<b>377,614</b>	<b>514,484</b>	<b>768,472</b>	<b>888,226</b>	<b>119,754</b>	<b>13%</b>
<b>EXPENDITURES BY PROGRAM</b>							
Human Resources - 116	292,727	377,614	514,484	768,472	888,226	119,754	13%
<b>Total</b>	<b>292,727</b>	<b>377,614</b>	<b>514,484</b>	<b>768,472</b>	<b>888,226</b>	<b>119,754</b>	<b>13%</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Human Resources

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 96,040</b>	<b>\$ 92,526</b>
Annual Performance Evaluations (CM & CC)	\$ 8,000	
Applicant Tracking System License	6,000	
Bilingual Evaluation/Testing	1,000	
Contingencies- Employee Benefits	6,000	
Document Shredding	1,000	
Drug Screening/Fit for Duty/DOT Exams	8,000	
Employee Benefits Broker	25,000	
HRA (Retiree Medical) Admin Fees	1,000	
Labor Negotiator (IEDA)	25,000	
Onboarding System License	1,126	
Pre-employ Backgrounds/Degree & License Verify	2,000	
Random Drug Testing- DOT	6,400	
Section 125 FSA/DCAP & Commuter Admin Fees	2,000	
<b>42102 Attorney Services</b>	<b>\$ 25,000</b>	<b>\$ 50,000</b>
Employment Claim Investigations (ERMA) (3)	\$ 30,000	
Employment Law Advisement (LCW)	10,000	
Tax and Employee Benefit Advisement	10,000	
<b>4110 Fingerprinting</b>	<b>\$ 1,500</b>	<b>\$ 3,000</b>
<b>42201 Office Expense</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
Miscellaneous Office Supplies	\$500	
<b>4230X Travel and Training</b>	<b>\$ 13,880</b>	<b>\$ 32,880</b>
Citywide EAP Workshops (2)	\$ 6,000	
Citywide Professional Development (2)	6,000	
Contingencies - Citywide Training (2)	6,000	
HR Staff Professional Development	8,500	
Leadership Academy	2,500	
Mileage: NorCal, MMANC, CalPELRA (2), LCW (4)	3,680	
Meal Allowance: NorCal, MMANC, CalPELRA (2), LCW (4)	200	
<b>42401 Memberships</b>	<b>\$ 700</b>	<b>\$ 700</b>
MMANC	\$ 200	
SHRM	500	
<b>42504 Recruitment Cost</b>	<b>\$ 4,500</b>	<b>\$ 4,500</b>
Recruitment Advertising	\$ 2,500	
Recruitment Exams/Testing	2,000	
<b>42506 Bond</b>	<b>\$ 200</b>	<b>\$ 200</b>
Bond	\$ 200	
<b>42514 Special Department Expense</b>	<b>\$ 18,087</b>	<b>\$ 25,750</b>
Annual Public Service Employee Appreciation	\$4,500	
Condolence Flowers/Donations (20)	3,000	
Employee Polos (110)	6,050	
Employee Wellness/Safety Fair/BBQ	2,300	
MPA Wellness Premium	6,900	
Quarterly Employee Engagement Events (4)	2,000	
Years of Service Plaques	1,000	
<b>Total Professional/Administrative Services</b>		<b>\$ 210,556</b>
<b>4310X Utilities</b>	<b>\$ 1,750</b>	<b>\$ 1,750</b>
43103 Gas/Electric	\$ 1,600	
43102 Water	150	

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## **POLICE**

The Police Department is comprised of the following divisions (referred to as “bureaus”):

- Operations; and
- Support Services

### **Mission**

The Pinole Police Department is committed to ensuring a safe community by providing exemplary law enforcement service while engaging our citizens with Honor, Integrity, Professionalism, and Respect.

### **Major Services and Functions**

- Police Operations is responsible for the day-to-day operation of the department.
- Police Support Services provides support and assistance to Operations and the community. It includes front office staff who work with the public daily; Crime Prevention Officers who provide outreach into the community; the collection and processing of evidence; and the maintenance and repair of vehicles and equipment.
- The City operates the West Bay Communications Center (WBCC), which provides police dispatch services for the City of Pinole as well as Hercules and San Pablo. The Cities of Hercules and San Pablo are billed for Dispatch Services based on a cost-sharing formula incorporating various usage measurements.

### **FY 2022/23 Key Accomplishments**

#### **Baseline Work (Including Staff-Initiated Special Projects)**

- Enhanced organizational wellness by adding virtual eye movement desensitization and reprocessing (EMDR) and a Zen Den.
- Implemented a virtual yoga program.
- Implemented police reform measures as legislation requires, such as California Racial and Identity Profiling Act (RIPA) and National Incident-Based Reporting (NIBRS).
- Implemented new RIMS, CADS/RMS Systems.
- Brought the Community of Pinole innovative and progressive engagement opportunities.
- Enhanced training capacity to meet and industry’s best standards.
- Enhanced retention and recruitment efforts.
- Implemented new Community Outreach efforts with a special Halloween-themed National Night Out event and Project HOPE-Homeless Intervention.
- Implemented Cue Hit customer engagement technology to receive real-time feedback from the community.

## **FY 2023/24 Key Priorities and Projects**

### Baseline Work (Including Staff-Initiated Special Projects)

- Innovate with Truleo to expand officer wellness, surface and promote officer professionalism, and automate the review of 100% of Body Camera videos.
- Continue to focus on officer wellness programs.
- Continue to enhance training capacity to meet and industry’s best standards.
- Revamp retention and recruitment efforts to meet the new generational workforce.
- Implement an internal reclassification of the Lieutenant position to Commander.
- Repurpose the Alex Clark Room to the Pinole Police Department Training Center.
- Continue our efforts to bring the community innovative and progressive engagement opportunities.
- Implement a Police Drone program to enhance our abilities to provide the community of Pinole with effective and efficient police services.
- Implement Community Outreach efforts with a special Halloween-themed National Night Out event and Project HOPE-Homeless Intervention.
- Implement new staffing and police service delivery model, which is the addition of two positions (a sergeant and an officer) first budgeted in FY 2022/23 to allow the department to move to a modified 4/10 schedule. Research indicates that 10-hour shifts, as opposed to 12-hour shifts, positively impact employee well-being and morale, reduce overtime, and offer flexible scheduling alternatives to leverage personnel resources while providing overlaps during peak workload periods. 10-hour shifts will increase the number of officers on duty as the shifts overlap. 10-hour shifts are particularly well-suited to the variable workloads found in law enforcement.
- Review Police fees and charges and possibly recommend modifications.

### Strategic Plan Strategies

- Create an updated Emergency Operations Plan (EOP)
- Stand up a working Emergency Operations Center (EOC).
- Implement a CERT program.

### **Significant Special Projects for FY 2024/25 through FY 2027/28**

- Focus on officer wellness programs in order to improve the quality of life for officers while strengthening the relationship with the community through exemplary law enforcement service.
- Implement police reform measures as required by legislation.
- Launch Next Gen 911.



- Facility rehabilitation of the Public Safety Building.

**Major Changes in FY 2023/24 Budget**

There is one notable change in the FY 2023/24 budget relative to the FY 2022/23 budget, which is the addition of resources for the department to reinstitute the Community Emergency Response Team (CERT) program.

**Position Summary**

<b>Position</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>
Police Chief	1.00	1.00	1.00	1.00	1.00
Police Commander	2.00	2.00	2.00	2.00	2.00
Police Sergeant	6.00	6.00	6.00	7.00	7.00
Police Officer	19.00	19.00	19.00	20.00	20.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Community Safety Specialist	1.00	1.00	1.00	1.00	1.00
Community Services Officer	0.96	0.96	2.00	2.00	2.00
Crossing Guards, <i>part-time/temporary</i>	0.50	0.25	0.25	0.25	0.25
Dispatcher	11.00	11.00	11.00	10.00	10.00
Lead Dispatcher	1.00	1.00	1.00	2.00	2.00
Police Property Specialist	1.00	1.00	1.00	1.00	1.00
Police Records Specialist	2.00	2.00	2.00	2.00	2.00
<b>Total</b>	<b>46.46</b>	<b>46.21</b>	<b>47.25</b>	<b>49.25</b>	<b>49.25</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Police

**POLICE BUDGET SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>REVENUE / FUNDING SOURCE</b>							
General Fund - 100	6,878,974	7,767,344	6,416,963	8,599,718	9,249,920	650,202	7%
Measure S 2006 - 105	1,443,123	1,920,165	1,016,861	1,718,135	1,697,340	(20,795)	-1%
Measure S 2014 - 106	173,457	159,851	119,542	217,607	114,852	(102,755)	-89%
Public Safety Augmentation Fund - 203	143,643	154,595	141,766	387,365	482,009	94,644	20%
Police Grants Fund - 204	85,999	-	-	-	-	-	0%
Traffic Safety Fund - 205	565	9,219	7,675	21,059	21,595	536	2%
Supplemental Law Enforcement Services Fund - 206	98,192	113,750	97,171	111,067	339,864	228,797	67%
Asset Seizure Adjudicated Fund - 225	-	29,000	16,348	58,231	41,236	(16,995)	-41%
<b>Total</b>	<b>8,823,952</b>	<b>10,153,924</b>	<b>7,816,326</b>	<b>11,113,182</b>	<b>11,946,816</b>	<b>833,635</b>	<b>7%</b>
<b>EXPENDITURES BY CATEGORY</b>							
<b>Personnel</b>							
Salaries & Wages - 401	4,537,336	4,807,220	3,717,320	5,651,618	5,941,404	289,786	5%
Overtime - 402	613,386	811,266	640,376	395,701	508,041	112,340	22%
Employee Benefits - 410	2,263,243	2,434,895	2,141,820	3,051,206	3,360,106	308,900	9%
<b>Total Personnel</b>	<b>7,413,965</b>	<b>8,053,381</b>	<b>6,499,516</b>	<b>9,098,525</b>	<b>9,809,551</b>	<b>711,026</b>	<b>7%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	480,627	1,216,780	381,467	633,179	642,274	9,094	1%
Other Operating Expenses - 43	76,310	81,984	69,093	64,250	64,250	-	0%
Materials & Supplies - 44	62,413	88,976	102,916	87,000	87,000	-	0%
<b>Total Services and Supplies</b>	<b>619,349</b>	<b>1,387,740</b>	<b>553,476</b>	<b>784,429</b>	<b>793,524</b>	<b>9,094</b>	<b>1%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	196,153	104,313	105,285	274,424	353,729	79,305	22%
<b>Total Capital Outlay</b>	<b>196,153</b>	<b>104,313</b>	<b>105,285</b>	<b>274,424</b>	<b>353,729</b>	<b>79,305</b>	<b>22%</b>
<b>Debt Service</b>							
Debt Principal and interest - 48	-	-	-	-	-	-	0%
<b>Total Debt Service</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46	(308,940)	(362,438)	(319,697)	(609,906)	(627,259)	(17,353)	3%
Administrative Debits - 46	308,940	362,438	319,697	609,906	627,260	17,354	3%
IS Charges - 46	261,357	251,741	265,321	594,057	516,043	(78,015)	-15%
Legal Charges - 46	12,763	19,057	22,263	20,000	20,000	-	0%
General Liability Insurance - 46	320,365	337,692	370,465	341,746	453,969	112,223	25%
<b>Total Indirect Cost Allocations</b>	<b>594,486</b>	<b>608,490</b>	<b>658,049</b>	<b>955,803</b>	<b>990,013</b>	<b>34,209</b>	<b>3%</b>
<b>Total</b>	<b>8,823,952</b>	<b>10,153,924</b>	<b>7,816,326</b>	<b>11,113,182</b>	<b>11,946,816</b>	<b>833,635</b>	<b>7%</b>
<b>EXPENDITURES BY PROGRAM</b>							
Police Operations - 221	5,460,052	6,265,935	4,910,127	7,165,842	7,660,826	494,984	6%
Police Support Services - 222	1,190,332	1,549,905	1,004,568	1,646,109	1,609,330	(36,778)	-2%
Police West Bay Communications Center - 223	1,988,812	2,215,114	1,796,784	2,169,105	2,315,202	146,097	6%
Police Grants Program - 227	184,755	122,970	104,846	132,126	361,459	229,333	63%
<b>Total</b>	<b>8,823,952</b>	<b>10,153,924</b>	<b>7,816,326</b>	<b>11,113,182</b>	<b>11,946,816</b>	<b>833,635</b>	<b>7%</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Police

**GENERAL FUND - 100  
POLICE OPERATIONS - 221**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>						<b>\$ Change</b>	<b>% Change</b>
Salaries & Wages - 401	2,341,401	2,542,922	2,054,578	3,093,950	3,374,436	280,486	8%
Overtime - 402	288,235	361,587	314,082	255,209	256,322	1,113	0%
Employee Benefits - 410	1,028,201	1,123,630	1,072,141	1,503,466	1,844,322	340,856	18%
<b>Total Salary &amp; Benefits</b>	<b>3,657,836</b>	<b>4,028,139</b>	<b>3,440,801</b>	<b>4,852,625</b>	<b>5,475,080</b>	<b>622,455</b>	<b>11%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	172,925	473,556	202,439	220,032	221,032	1,000	0%
Materials & Supplies - 44	61,864	78,537	100,774	85,500	85,500	-	0%
<b>Total Services and Supplies</b>	<b>234,788</b>	<b>552,093</b>	<b>303,213</b>	<b>305,532</b>	<b>306,532</b>	<b>1,000</b>	<b>0%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	12,186	12,581	44,432	133,873	9,240	(124,633)	-1349%
<b>Total Capital Outlay</b>	<b>12,186</b>	<b>12,581</b>	<b>44,432</b>	<b>133,873</b>	<b>9,240</b>	<b>(124,633)</b>	<b>-1349%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46121	(308,940)	(362,438)	(319,697)	(609,906)	(627,259)	(17,353)	3%
Legal Charges - 46126	12,763	18,196	22,263	20,000	20,000	-	0%
General Liability Insurance - 46201	193,701	184,950	206,872	189,987	256,648	66,661	26%
<b>Total Indirect Cost Allocations</b>	<b>(102,477)</b>	<b>(159,292)</b>	<b>(90,562)</b>	<b>(399,919)</b>	<b>(350,611)</b>	<b>49,308</b>	<b>-14%</b>
<b>Total</b>	<b>3,802,334</b>	<b>4,433,521</b>	<b>3,697,884</b>	<b>4,892,111</b>	<b>5,440,241</b>	<b>548,130</b>	<b>10%</b>
<b>Asset Seizure-Adjudicated - 225</b>							
Professional & Administrative Services - 42	-	29,000	16,348	58,231	41,236	(16,995)	-41%
<b>Total</b>	<b>-</b>	<b>29,000</b>	<b>16,348</b>	<b>58,231</b>	<b>41,236</b>	<b>(16,995)</b>	<b>-41%</b>
<b>MEASURE S-2006 FUND - 105</b>							
Salaries & Wages - 401	739,252	781,560	429,693	902,579	825,375	(77,204)	-9%
Overtime - 402	127,233	93,701	57,210	4,156	104,174	100,018	96%
Employee Benefits - 410	527,789	628,584	474,356	746,630	688,341	(58,289)	-8%
Professional & Administrative Services - 42	6,000	1,493	118	13,300	13,300	-	0%
Asset Acquisition/Improvement - 47	-	31,842	-	-	-	-	0%
General Liability Insurance - 46201	42,849	52,478	55,484	51,470	66,150	14,680	22%
<b>Total Measure S-2006 Fund</b>	<b>1,443,123</b>	<b>1,589,658</b>	<b>1,016,861</b>	<b>1,718,135</b>	<b>1,697,340</b>	<b>(20,795)</b>	<b>-1%</b>
<b>MEASURE S-2014 FUND - 106</b>							
Professional & Administrative Services - 42	-	-	-	-	-	-	0%
Asset Acquisition/Improvement - 47	70,953	59,161	37,269	110,000	-	(110,000)	-100%
<b>Total Measure S-2014 Fund</b>	<b>70,953</b>	<b>59,161</b>	<b>37,269</b>	<b>110,000</b>	<b>-</b>	<b>(110,000)</b>	<b>-100%</b>
<b>PUBLIC SAFETY AUGMENTATION FUND - 203</b>							
Professional & Administrative Services - 42	-	-	-	-	20,000	20,000	100%
Administrative Debits - 46122	143,643	154,595	141,766	387,365	337,376	(49,989)	-15%
Asset Acquisition/Improvement - 47	-	-	-	-	124,633	124,633	100%

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Police

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 51,712</b>	<b>\$ 51,712</b>
Applicant Processing/Recruiting	\$ 16,000	
EBRCSA Contract - Radios (63)	35,712	
<b>42106 Software Maintenance</b>	<b>\$ 23,945</b>	<b>\$ 29,945</b>
Lexipol Daily Training Bulletins	\$ 4,244	
Starchase GPS	14,976	
The Police One Academy Training	6,000	
Vigilant Solutions Software	4,725	
<b>42107 Equipment Maintenance</b>	<b>\$ 35,100</b>	<b>\$ 35,100</b>
Radio Repairs	\$ 3,000	
Vehicle Maintenance	9,000	
Vehicle Repairs	18,000	
Vehicle Washing	5,100	
<b>4230X Travel and Training</b>	<b>\$ 60,800</b>	<b>\$ 75,800</b>
Firearms Range Rental	\$ 10,800	
State of CA -- P.O.S.T.	30,000	
42304 Cordico App	15,000	
42304 Officer Wellness Training	20,000	
<b>42401 Memberships</b>	<b>\$ 3,175</b>	<b>\$ 3,175</b>
CA Crime Prevention Officers Assn	\$ 120	
CA Peace Officers Assn.	320	
CA Police Chiefs Assn.	800	
County Police Chiefs' Assn.	1,500	
International Assn. of Police Chiefs	200	
National Assn. of Town Watch	35	
Police Executive Research Forum	200	
<b>42514 Special Department Expense</b>	<b>\$ 45,300</b>	<b>\$ 25,300</b>
Ammunition and firearm repair	\$ 9,800	
Crime Scene Processing/Field Testing Supplies	7,300	
Miscellaneous Supplies	8,200	
<b>Total Professional/Administrative Services</b>		<b>\$ 221,032</b>
<b>44301 Fuel</b>	<b>\$ 73,000</b>	<b>\$ 73,000</b>
<b>44410 Safety Clothing</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>
Part-time employee uniforms	\$ 3,500	
Protective Vests	9,000	
<b>4710X Equipment</b>	<b>\$ 133,873</b>	<b>\$ 9,240</b>
Ballistic Shield (47105)	\$ 2,500	
Patrol Rifle (47105)	1,840	
Tablets and Docking (47105)	4,900	
<b>MEASURE S-2006 FUND - 105</b>		
<b>42107 Equipment Maintenance</b>	<b>\$ 4,050</b>	<b>\$ 4,050</b>
MDC Repairs	\$ 1,650	
Vehicle Maintenance	1,350	
Vehicle Repairs	1,050	
<b>42510 Software Purchase</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>
Meta systems subscription	6,000	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Police

<b>42514 Special Department Expense</b>	<b>\$ 3,250</b>	<b>\$ 3,250</b>
Gunshot trauma kits	\$ 700	
Miscellaneous Supplies	2,550	

**Total Professional/Administrative Services      \$ 13,300**

**MEASURE S-2014 FUND - 106**

<b>47104 Vehicles</b>	<b>\$ 110,000</b>	<b>\$ -</b>
1 Vehicle	\$ -	
1 Vehicle (carryover)	0	

**Public Safety Augmentation Fund - 203**

<b>42514 Special Department Expense</b>	<b>\$ -</b>	<b>\$ 20,000</b>
Canine expenses	\$ 20,000	

<b>47101 Equipment</b>	<b>\$ -</b>	<b>\$ 124,633</b>
Axon Body Worn Camera Program	\$ 42,412	
EBRCSA Equipment	20,940	
Radio Encryption Equipment	61,281	

**GENERAL FUND - 100**  
**POLICE SUPPORT SERVICES - 222**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salaries & Wages - 401	255,902	332,319	283,910	413,579	427,087	13,508	3%
Overtime - 402	-	1,989	16,952	-	-	-	0%
Employee Benefits - 410	137,441	163,706	155,433	229,198	242,266	13,068	5%
<b>Total Salary &amp; Benefits</b>	<b>393,343</b>	<b>498,015</b>	<b>456,295</b>	<b>642,777</b>	<b>669,353</b>	<b>26,576</b>	<b>4%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	278,618	301,293	143,924	279,685	279,685	-	0%
Other Operating Expenses - 43	63,586	68,581	57,750	53,850	53,850	-	0%
Materials & Supplies - 44	549	10,191	2,142	1,500	1,500	-	0%
<b>Total Services and Supplies</b>	<b>342,753</b>	<b>380,065</b>	<b>203,816</b>	<b>335,035</b>	<b>335,035</b>	<b>-</b>	<b>0%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	110,365	729	1,519	400	20,400	20,000	98%
Debt Principal & Interest - 48	-	-	-	-	-	-	0%
<b>Total Capital Outlay</b>	<b>110,365</b>	<b>729</b>	<b>1,519</b>	<b>400</b>	<b>20,400</b>	<b>20,000</b>	<b>98%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46121	-	-	-	-	-	-	0%
Administrative Debits - 46122	-	-	-	-	-	-	0%
IS Charges - 46124	226,150	217,906	235,156	536,625	439,297	(97,328)	-22%
Legal Charges -46126	-	-	-	-	-	-	0%
General Liability Insurance - 46201	15,216	21,994	25,510	23,665	30,393	6,728	22%
<b>Total Indirect Cost Allocations</b>	<b>241,366</b>	<b>239,900</b>	<b>260,666</b>	<b>560,290</b>	<b>469,690</b>	<b>(90,600)</b>	<b>-19%</b>
<b>Total</b>	<b>1,087,828</b>	<b>1,118,708</b>	<b>922,295</b>	<b>1,538,502</b>	<b>1,494,478</b>	<b>(44,024)</b>	<b>-3%</b>
<b>MEASURE S-2006 FUND - 105</b>							
Professional & Administrative Services - 42	0	330,507	-	0	0	-	0%
<b>Total Measure S-2006 Fund</b>	<b>-</b>	<b>330,507</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>MEASURE S-2014 FUND - 106</b>							
Salaries & Wages - 401	70,364	84,448	66,454	88,804	92,845	4,041	4%
Employee Benefits - 410	28,789	11,878	10,786	14,133	15,912	1,779	11%
Professional & Administrative Services - 42	0	49	-	1	-	-	0%
Administrative Debits - 46122	-	-	-	-	-	-	0%
General Liability Insurance - 46201	3,351	4,315	5,033	4,669	6,095	1,426	23%
<b>Total</b>	<b>102,505</b>	<b>100,690</b>	<b>82,274</b>	<b>107,607</b>	<b>114,852</b>	<b>7,246</b>	<b>6%</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Police

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 163,530</b>	<b>\$ 163,530</b>
Children's interview center	\$ 3,500	
Contra Costa County Jail fees	49,600	
County Crime Lab Services	58,000	
EBCRSA Contract - radios (5)	2,880	
Family Justice Center	500	
Miscellaneous Professional Services	4,050	
SART Exams	5,000	
Smart Guardian	10,000	
Video Surveillance System	30,000	
<b>42106 Software Maintenance</b>	<b>\$ 28,000</b>	<b>\$ 8,000</b>
CAD/RMS	\$ 8,000	
<b>42107 Equipment Maintenance</b>	<b>\$ 7,050</b>	<b>\$ 7,050</b>
Crime prevention vehicle maintenance	\$ 1,000	
Radio Repairs	250	
Vehicle Maintenance	4,000	
Vehicle Repairs	1,500	
Vehicle Washing	300	
<b>42108 Maintenance Structure/Imp</b>	<b>\$ 23,065</b>	<b>\$ 23,065</b>
Bldg. Maintenance	\$ 1,075	
Elevator Service (NEC)	650	
HVAC Maintenance (City Mechanical)	1,850	
Janitorial Service (UBS)	17,365	
Janitorial Supplies (UBS)	1,700	
Pest control (Western Exterminator)	425	
<b>42201 Office Expense</b>	<b>\$ 24,520</b>	<b>\$ 44,520</b>
CERT Program Supplies	\$ 20,000	
Community outreach office expenses	5,000	
Copier Supplies	500	
Office Supplies	12,720	
Postage & Equipment (Pitney)	3,000	
Printing Services (Concord)	800	
Printing Services (Eagle)	2,500	
<b>42301 Travel and Training</b>	<b>\$ 10,100</b>	<b>\$ 10,100</b>
Conferences (CALNENA)	\$1,000	
Meetings	500	
Non-POST training	5,600	
POST training	3,000	
<b>42401 Memberships</b>	<b>\$ 420</b>	<b>\$ 420</b>
California Criminal Justice	\$ 75	
CLEARs	50	
C.A.P.E.	45	
IAPE	50	
Nat'l Emergency Number Assn	200	
<b>42501 Bank Fees</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>42514 Special Department Expense</b>	<b>\$ 22,000</b>	<b>\$ 22,000</b>
Community outreach promotional items	\$ 5,000	
Crime scene supplies	5,700	
Fire extinguisher replacement	380	
GSR processing	5,335	
Lab supplies, mandated processing material	375	
Misc. special department expenses	4,710	
Photographic supplies	500	
<b>Total Professional/Administrative Fees</b>		<b>\$ 279,685</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Police

<b>4310X Utilities</b>	<b>\$ 53,850</b>	<b>\$ 53,850</b>
Electricity & Gas (PG&E)	\$ 48,000	
Water (EBMUD)	3,800	
Cable	2,050	
<b>44301 Fuel</b>	<b>\$ -</b>	<b>\$ -</b>
Aramark Uniform Service		
<b>44410 Safety Clothing</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>
Aramark Uniform Service		
<b>4710X Equipment</b>	<b>\$ 400</b>	<b>\$ 20,400</b>
Alex Clark Room Transformation	\$ 20,000	
Fax Machine	400	
<b>MEASURE S-2006 FUND - 105</b>		
<b>42105 Network Maintenance</b>	<b>\$ 330,510</b>	<b>\$ -</b>
CAD/RMS City of San Pablo	\$ -	



**GENERAL FUND - 100**  
**POLICE DISPATCH WEST BAY COMMUNICATIONS CENTER - 223**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salaries & Wages - 401	1,072,000	1,058,072	876,344	1,144,906	1,213,601	68,695	6%
Overtime - 402	190,400	353,989	252,133	136,336	147,545	11,209	8%
Employee Benefits - 410	526,715	506,220	428,250	556,766	568,103	11,337	2%
<b>Total Salary &amp; Benefits</b>	<b>1,789,114</b>	<b>1,918,281</b>	<b>1,556,727</b>	<b>1,838,008</b>	<b>1,929,249</b>	<b>91,241</b>	<b>5%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	23,084	80,882	18,638	57,631	62,721	5,090	8%
Other Operating Expenses - 43	12,724	13,403	11,343	10,400	10,400	-	0%
Materials & Supplies - 44		248	-				
<b>Total Services and Supplies</b>	<b>35,808</b>	<b>94,532</b>	<b>29,981</b>	<b>68,031</b>	<b>73,121</b>	<b>5,090</b>	<b>7%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	2,648	-	22,066	22,651	15,324	(7,327)	-48%
<b>Total Capital Outlay</b>	<b>2,648</b>	<b>-</b>	<b>22,066</b>	<b>22,651</b>	<b>15,324</b>	<b>(7,327)</b>	<b>-48%</b>
<b>Indirect Cost Allocations</b>							
Administrative Debits - 46122	67,106	94,093	80,760	111,474	126,652	15,178	12%
IS Charges - 46124	35,208	33,835	30,165	57,432	76,746	19,314	25%
Legal Charges - 46126		861					
General Liability Insurance - 46126	58,928	73,512	77,085	71,509	94,110	22,601	24%
<b>Total Indirect Cost Allocations</b>	<b>161,241</b>	<b>202,301</b>	<b>188,011</b>	<b>240,415</b>	<b>297,508</b>	<b>57,093</b>	<b>19%</b>
<b>Total</b>	<b>1,988,812</b>	<b>2,215,114</b>	<b>1,796,784</b>	<b>2,169,105</b>	<b>2,315,202</b>	<b>146,097</b>	<b>6%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 9,645</b>	<b>\$ 9,645</b>
800 MHz radio system maintenance	\$ 4,265	
EBCRSA Contract - 5 radios	2,880	
Language Interpretation Services	2,500	
<b>42105 Network Maintenance</b>	<b>\$ 11,926</b>	<b>\$ 11,926</b>
CAD/RMS (City of San Pablo)	\$ 11,926	
<b>42106 Software Maintenance</b>	<b>\$ 12,000</b>	<b>\$ 12,000</b>
CAD/RMS	\$ 12,000	
<b>42107 Equipment Maintenance</b>	<b>\$ 3,910</b>	<b>\$ 9,000</b>
Dispatch headset/cord replacement	\$ 1,265	
General equipment maintenance	2,735	
Stencil maintenance	5,000	
<b>42108 Maintenance Structure/Imp</b>	<b>\$ 6,500</b>	<b>\$ 6,500</b>
Elevator Service	\$ 127	
HVAC Maintenance	241	
Janitorial Services	5,318	
Janitorial Supplies	757	
Pest Control Service	56	
<b>42201 Office Expense</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
General Office Supplies	\$ 2,000	
<b>4230X Travel and Training</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
Non-POST training	\$1,500	
Meetings associated with dispatch function	500	
Conference attendance for APCO, PSAP, CLEWOA	1,000	
POST training	3,000	
Dispatcher Training	4,000	
<b>42401 Memberships</b>	<b>\$ 150</b>	<b>\$ 150</b>
WBCC portion of costs for APCO and CLEWOA participation.	\$ 150	
<b>42514 Special Department Expense</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>
DOJ fingerprints and background investigations on applicants.	\$ 1,500	
<b>Total Professional/Administrative Services</b>		<b>\$ 62,721</b>
<b>4310X Utilities</b>	<b>\$ 10,400</b>	<b>\$ 10,400</b>
43103 Electricity & Gas (PG&E)	\$ 9,500	
43102 Water (EBMUD)	800	
43105 Cable	100	
<b>47107 Furniture</b>	<b>\$ -</b>	<b>\$ 15,324</b>
Dispatch Chair Replacement	\$ 15,324	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Police

**POLICE GRANT FUND - 204  
POLICE GRANTS PROGRAM - 227**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>						<b>\$ Change</b>	<b>% Change</b>
Salaries & Wages - 401	58,416	0	-	-	-	-	0%
Overtime - 402	7,518	-	-	-	-	-	0%
Employee Benefits- 410	14,101	0	-	-	-	-	0%
<b>Total Salary &amp; Benefits</b>	<b>80,035</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	-	-	-	-	-	-	0%
<b>Total Services and Supplies</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
General Liability Insurance- 46201	5,964	-	-	-	-	-	0%
<b>Total Indirect Cost Allocations</b>	<b>5,964</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Total</b>	<b>85,999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

**TRAFFIC SAFETY FUND - 205**

Salaries & Wages - 401	-	7,899	6,341	7,800	8,060	260	3%
Employee Benefits - 410	209	877	854	1,013	1,162	149	13%
Professional & Administrative Services - 42	-	0	-	4,300	4,300	-	0%
Asset Acquisition/Improvement - 47	-	-	-	7,500	7,500	-	0%
General Liability Insurance -46201	356	443	481	446	573	127	22%
<b>Total Indirect Cost Allocations</b>	<b>565</b>	<b>9,219</b>	<b>7,675</b>	<b>21,059</b>	<b>21,595</b>	<b>536</b>	<b>2%</b>

**SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND - 206**

Administrative Debits - 46122	98,192	113,750	97,171	111,067	163,232	52,165	32%
Asset Acquisition/Improvement - 47	-	-	-	-	176,632	176,632	0%

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>TRAFFIC SAFETY FUND - 205</b>		
<b>42107 Equipment Maintenance</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
Lidar repair & Supplies	\$ 2,000	
<b>42514 Special Department Expense</b>	<b>\$ 2,300</b>	<b>\$ 2,300</b>
Citation printing	\$ 2,300	
<b>Total Professional/Administrative Services</b>	<b>\$ 4,300</b>	
<b>47101 Equipment</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>
Repair/Replace Traffic Cameras	\$ 7,500	
<b>SUPPLEMENTAL LAW ENFORCEMENT SERVICE FUND - 206</b>		
<b>4710X EQUIPMENT</b>	<b>\$ -</b>	<b>\$ 46,632</b>
Drone Program	\$ 30,000	
47105 Livescan Machine Replacement	6,000	
47105 VSK PepperBall Carbine Launcher System	10,632	
<b>47104 VEHICLES</b>	<b>\$ -</b>	<b>\$ 130,000</b>
Replace 1 vehicle per year	\$ 65,000	
Replace 1 vehicle per year- carry over	65,000	

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## **FIRE**

The City of Pinole Fire Department provided fire protection and emergency medical services to the community for many decades. The department partnered through automatic aid with the Contra Costa County Fire Protection District (CCCYPD) and the Rodeo-Hercules Fire Protection District (RHFPD) to function as a battalion serving this region. CCCYPD Dispatch coordinated the three agencies' responses to incidents in the area.

After many years of considering different service models, in October 2022, the City entered into a five-year agreement with CCCYPD through which CCCYPD would provide fire protection and emergency medical services in Pinole beginning on March 1, 2023 by operating Pinole Fire Station 73 (downtown) and Fire Station 74 (in Pinole Valley). This arrangement is made possible by the County's contribution of \$2 million annually from Measure X proceeds.

Pinole residents and businesses can receive emergency assistance as before by dialing 9-1-1.

Residents and businesses can get additional information about fire and emergency medical services from CCCYPD using the contact information below.

Contra Costa County Fire Protection District  
Administrative Offices  
4005 Port Chicago Highway, Suite 250  
Concord, CA 94520  
General Phone: (925) 941-3300  
General Email: [info@cccypd.org](mailto:info@cccypd.org)  
Website: [www.cccypd.org](http://www.cccypd.org)

The City continues to be responsible for wildfire mitigation on City-owned property and Code Enforcement of City requirements regarding defensible space and weed abatement.

The Fire Department budget for FY 2022/23 and prior years is not directly comparable to the amount budgeted for FY 2023/24 and beyond because certain costs that we previously accounted for in the Fire Department budget, such as wildfire mitigation on City-owned property, have been moved to other City departments.

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Fire

**FIRE BUDGET SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>REVENUE / FUNDING SOURCE</b>							
General Fund - 100	4,604,923	3,992,507	3,401,853	4,212,704	3,842,727	(369,977)	-10%
Measure S 2006 - 105	457,612	682,546	572,427	777,182	780,955	3,773	0%
Measure S 2014 - 106	367,274	425,909	452,289	574,542	948,303	373,761	39%
<b>Total</b>	<b>5,429,809</b>	<b>5,100,962</b>	<b>4,426,570</b>	<b>5,564,428</b>	<b>5,571,985</b>	<b>7,557</b>	<b>0%</b>
<b>EXPENDITURES BY CATEGORY</b>							
<b>Personnel</b>							
Salaries & Wages - 401	1,627,419	1,998,936	1,771,929	2,353,804	0	(2,353,804)	-100%
Overtime - 402	578,185	561,654	275,285	309,936	-	(309,936)	-100%
Employee Benefits - 410	1,097,045	1,363,515	1,263,368	1,602,331	0	(1,602,331)	-100%
<b>Total Personnel</b>	<b>3,302,649</b>	<b>3,924,105</b>	<b>3,310,582</b>	<b>4,266,071</b>	<b>-</b>	<b>(4,266,071)</b>	<b>-100%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	857,617	770,085	719,930	893,700	5,511,485	4,617,785	84%
Other Operating Expenses - 43	69,773	74,494	61,763	53,600	50,500	(3,100)	-6%
Materials & Supplies - 44	48,148	90,699	66,494	66,000	-	(66,000)	-100%
<b>Total Services and Supplies</b>	<b>975,537</b>	<b>935,278</b>	<b>848,186</b>	<b>1,013,300</b>	<b>5,561,985</b>	<b>4,548,685</b>	<b>82%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	954,080	6,614	10,782	4,000	-	(4,000)	-100%
<b>Total Capital Outlay</b>	<b>954,080</b>	<b>6,614</b>	<b>10,782</b>	<b>4,000</b>	<b>-</b>	<b>(4,000)</b>	<b>-100%</b>
<b>Debt Service</b>							
Debt Principal and interest - 48	-	-	-	-	-	-	0%
<b>Total Debt Service</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46	-	-	-	-	-	-	0%
Administrative Debits - 46	-	-	-	-	-	-	0%
IS Charges - 46	73,700	70,056	60,862	119,465	-	(119,465)	-100%
Legal Charges - 46	9,730	17,659	28,376	10,000	10,000	-	0%
General Liability Insurance - 46	114,113	147,249	167,783	151,592	-	(151,592)	-100%
<b>Total Indirect Cost Allocations</b>	<b>197,543</b>	<b>234,965</b>	<b>257,020</b>	<b>281,057</b>	<b>10,000</b>	<b>(271,057)</b>	<b>-2711%</b>
<b>Total</b>	<b>5,429,809</b>	<b>5,100,962</b>	<b>4,426,570</b>	<b>5,564,428</b>	<b>5,571,985</b>	<b>7,557</b>	<b>0%</b>
<b>EXPENDITURES BY PROGRAM</b>							
Fire Operations - 231	5,429,809	5,100,962	4,426,570	5,564,428	5,571,985	7,557	0%
<b>Total</b>	<b>5,429,809</b>	<b>5,100,962</b>	<b>4,426,570</b>	<b>5,564,428</b>	<b>5,571,985</b>	<b>7,557</b>	<b>0%</b>

## **PUBLIC WORKS**

The Public Works Department is comprised of the following divisions:

- Administration and Engineering
- Road Maintenance
- Facility Maintenance
- Park Maintenance
- Storm Water
- Environmental Services
- Water Pollution Control Plant (also referred to as the Wastewater Treatment Plant (WWTP))
- Sewer Collection
- Landscape and Lighting Assessment District
- Real Estate and Property Management
- Fleet Management

### **Mission**

The Public Works Department designs, constructs, and maintains the City's capital assets, operates the wastewater collection system and treatment plant, and manages the City's properties and fleet. Capital assets include roads and bridges, parks and open space, city vehicles and equipment, street and traffic lights, and buildings and structures.

### **Major Services and Functions**

The Administration and Engineering Division provides leadership and support to oversee the operations and maintenance of infrastructure. The division develops the City's Capital Improvement Plan (CIP) and oversees the construction of capital projects, which are performed by private construction companies. Staff in this division also serves as the City Engineer and City Surveyor for development projects.

The Road Maintenance Division protects, repairs, and maintains the City road infrastructure network, which includes pavement, medians, street trees, landscaping, traffic signs, pavement markings, streetlights, curbs, and sidewalks. This division performs light maintenance of streets, including pothole repair, patch paving, and crack sealing. Heavy duty maintenance is performed by private contractors as capital projects. The City has an agreement with the County through which the County maintains the traffic signals in the City.

The Facility Maintenance Division maintains all of the actively used buildings and properties owned by the City. Building maintenance includes landscape maintenance, janitorial service, maintenance of heating and ventilation systems, maintenance of all mechanical aspects of the buildings, general building maintenance, and making improvements as needed.

The Park Maintenance Division is responsible for maintaining 428.56 acres of park area contained within the City's 15 parks. Park spaces provide a variety of outdoor venues that include the swimming pool, skate park, soccer fields, baseball diamonds, neighborhood play areas, dog park, creek path, and park pedestrian bridges. Maintenance includes all work necessary to keep the public park areas safe, clean, and operating efficiently, including maintaining park structures, landscaping, lighting, play equipment, parking areas, and irrigation systems.

The Storm Water Division operates the City's storm water collection system, which consists of a network of pipes, manholes, and inlets, and operates programs to reduce the intrusion of pollution into the storm water system. The Regional Water Quality Control Board regulates storm water discharges from municipal storm drains under the National Pollutant Discharge Elimination System (NPDES) program and issued a NPDES permit in November 2016 to the region. The City of Pinole works with the Contra Costa Clean Water Program (CCCWP) for regional permit administration. This program is funded by the stormwater benefit assessment. The Equivalent Runoff cost associated with the implementation of this program for 2023/24 remains at \$35. Assessment fees are collected as part of annual property tax collection. The City of Pinole implements street sweeping, storm drain cleaning, and maintenance to protect the cleanliness of stormwater.

The Environmental Services Division encourages and promotes recycling, source reduction, and reuse in accordance with the mandates of the California Integrated Waste Management Act of 1989 (Assembly Bill 939). The City of Pinole, in partnership with the Cities of Hercules, El Cerrito, San Pablo, Richmond, and unincorporated areas of West County, participate in a joint powers authority known as West Contra Costa Integrated Waste Management Authority (WCCIWMA), also known as RecycleMore. The City of Pinole partners with the City's franchise waste management company, Republic Services, to meet its obligations under the Waste Reduction Program. Under the arrangement, the City is responsible for overseeing Republic's contract provision of solid waste collection to Pinole residents and businesses, RecycleMore is responsible for waste reduction education, household hazardous waste collection events, and some compliance reporting on behalf of the City; and Republic Services is responsible for actual collections, processing, and disposal at landfill. The City receives funding for waste reduction activities. The Environmental services division coordinated efforts with local community groups (i.e., Friends of the Pinole Creek and Earth Team and PVHS Ocean conservation club) and provides support for community cleanup events.

The Water Pollution Control Plant (WPCP) Division is responsible for the operation of the Pinole-Hercules Water Pollution Control Plant. The WPCP, also referred to as the wastewater treatment plant, treats the wastewater of most of the City of Pinole and the City of Hercules. The treated effluent is discharged into San Pablo Bay and must meet certain water quality standards. The City completed a significant project to upgrade the WPCP in 2020. The WPCP is jointly owned by the City of Pinole and the City of Hercules.



The Sewer Collection Division operates the wastewater (sewer) collection system, which is a network of pipes that transports wastewater from its point of origin at residences and businesses throughout most of the City to the WPCP. The City of Pinole is only responsible for the operation of the wastewater collection system that serves the City of Pinole. Hercules is responsible for the operation of the wastewater collection system that serves the City of Hercules.

The Landscape and Lighting Assessment District (LLAD) services the City's one LLAD, which is composed of two zones that cover sections of Pinole Valley Road. The LLAD was formed by a vote of the property owners. Property owners are charged (assessed) a fee each year to raise funding for the operation, maintenance, and renewal of capital infrastructure in the LLAD.

The Real Estate and Property Management Division is a new division formed in FY 2021/22 to centralize responsibility for management of the City's real estate holdings. The City owns a number of properties on which City buildings, parks, parking lots, and open space are located. The City is in the process of cataloging and assessing the condition of its real property holdings such that it can perform thoughtful long-term planning for and management of these assets.

The Fleet Management Division is a new division formed in FY 2021/22 to centralize responsibility for the City's vehicle fleet and major pieces of equipment.

## **FY 2022/23 Key Accomplishments**

### Baseline Work (Including Staff-Initiated Special Projects)

- Made numerous physical and process upgrades at the WWTP, including automated chemical dosing, upgraded the programming of the blower air delivery system, and applied epoxy coating to underground access channels at the headworks to protect concrete from hydrogen sulfide damage
- Wrote a standard operating procedure for storm events to improve operations during high flows
- Worked with Human Resources to implement the results of the WWTP Salary Survey
- Implemented an in-house program to complete infrastructure assessment of the wastewater collection system
- Issued tablets to PW Maintenance Supervisors and issued SMART phone to all of PW Maintenance and Operation for interface with Beehive and to streamline service requests.
- Hired new pool maintenance contractor.
- Provided Pinole Residents with 60 tons of sand and sand bags for winter storms.
- Refreshed 6,100 feet of red curb, Placed 10 tons of asphalt, Crack sealed approximately 2,000 feet of road surface, Refreshed 4 stop bars and legends.
- Terminated about 30 unused irrigation water connections.

- Implemented non-capital recommendations of the Beautification Ad Hoc Subcommittee (education and awareness campaign, art program, and community clean up events) – Installed new trash bin near Sarah drive trail connector adjacent to the bridge.
- Continued work on a pilot project to install high-capacity solar trash bins at two select locations
- Provided interim traffic control devices and continuing to work with Pinole Middle school for permanent improvements on Mann Drive
- Continuing to work with St. Joseph’s school for improvements at Plum and Pear
- Completed renovations of Fire Station 74
- Completed barricade removal at Galbreth Road for fire access
- Achieved 100% compliance to AB 1826 (Commercial Organics Recycling) for City of Pinole.
- Achieved 100% compliance of organics waste collection per SB 1383 for Pinole.
- Reconvened and supported the Traffic and Pedestrian Safety Committee
- Completed Pavement Condition Report
- Installed lights in the street trees in Old Town for the 2022 holiday season and installed holiday road swags

#### Strategic Plan Strategies

- Completed the Strategic Plan strategy of conducting asset condition assessments of some City capital asset types, including the Sanitary Sewer Master Plan (Goal 1, Strategy 1) (CIP Project)

#### Capital Improvement Plan (CIP) Projects

- Completed and adopted Local Road Safety Plan
- Completed the Sanitary Sewer Management Plan
- Completed digester cleaning and repairs for Digester’s #1 and #3
- Completed construction of the Women’s Locker Room
- Replace or upgrade playground surface areas at Fernandez Park and Pinole Valley Park – Pinole Valley Park resurfaced. Fernandez Park resurfacing will be completed by end of this FY.
- Continued pedestrian improvement project at railroad crossing at Tennent Ave, successful in obtaining OBAG3 grant of \$1.02m for the project.
- Completed replacement of Diesel Tank at Water Pollution Control Plant
- Continued work on replacement of Air release valve
- Continued working on Sanitary Sewer Rehabilitation – Design contract awarded
- Continued design work for Senior Center Auxiliary parking lot
- Advanced the San Pablo Avenue bridge project

#### Other Council-Directed Special Projects

- Continued disposal and/or visioning for surplus City property

- Continued engagement for “Community Corner”
- Conducted research on a potential citywide project labor agreement (PLA)

## **FY 2023/24 Key Priorities and Projects**

### Baseline Work (Including Staff-Initiated Special Projects)

- Fill an Associate Engineer and a Public Works Specialist position
- Perform litter awareness outreach and education, identify high trash areas and facilitate interventions with the help from community groups.
- Begin work on successor waste collection franchise agreement

### Capital Improvement Plan (CIP) Projects

- Complete Active Transportation Plan
- Safety Improvements at Appian and Marlesta
- Appian Way complete streets
- Arterial Rehabilitation
- Pinole Valley road Improvements
- Brandt Street improvements
- Electric Vehicle charging station
- Hazel Street stormwater improvements
- Sanitary Sewer Rehabilitation
- Senior Center Auxiliary parking lot
- Design and construction of Bay Trail Gap closure - Pedestrian improvements at Railroad crossing at Tennent Ave
- Recycled water feasibility assessment
- Municipal broadband feasibility assessment
- Effluent Outfall
- Secondary Clarifier - Center Column Rehabilitation
- Complete preliminary design work and environmental review for San Pablo Ave replacement bridge
- Complete traffic safety improvements at various intersections
- Perform energy efficiency, generation, and storage assessments for all City facilities

### Other Council-Directed Special Projects

- Disposal and/or visioning for surplus City property
- Research on a potential citywide project labor agreement (PLA)

## **Significant Special Projects for FY 2024/25 through FY 2027/28**

- Complete work on successor waste collection franchise agreement
- Continue through to completion the San Pablo Avenue Bridge Replacement

- Provide strategic planning of sewer collection system improvements
- Seek funding opportunities for pavement maintenance and restoration
- Prepare a storm drainage master plan to analyze the existing collection system. The plan will identify system deficiencies related to capacity, functionality, and permit compliance
- Try new road treatment techniques, such as cape seals, which have a longer useful life as compared to traditional slurry seals
- Integrate facilities into the asset management software to accurately identify cost associated to maintain each facility
- Use Beehive to document and schedule work orders
- Prepare for our next NPDES permit process
- Perform follow-up assessment of trash management efforts

### **Major Changes in FY 2023/24 Budget**

The Public Works Department budget for FY 2022/23 includes a number of changes relative to the FY 2021/22 budget, particularly regarding positions. The FY 2022/23 budget includes a new Associate Civil Engineer position and an additional Public Works Specialist position, both to accelerate the completion of capital projects. The budget also includes a new Development Services Technician position, which will be shared with Community Development, to manage GIS, record keeping, digitizing and update of public works applications, manage and update website information, and perform computer-aided design work.

**Position Summary**

<b>Position</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>
Public Works Director	0.00	0.00	0.00	1.00	1.00
Development Services Director/City Engineer	0.50	0.50	1.00	0.00	0.00
Senior Project Manager	1.00	1.00	1.00	0.00	0.00
Capital Improvement and Environmental Program Manager	0.00	0.00	0.00	1.00	1.00
Associate Civil Engineer	0.00	0.00	0.00	1.00	1.00
Public Works Specialist	1.00	1.00	1.00	2.00	2.00
Administrative Assistant	1.00	0.00	0.00	0.00	0.00
Management Analyst	0.00	0.00	1.00	1.00	1.00
Development Services Technician	0.00	0.00	0.00	0.50	.50
Public Works Manager	1.00	1.00	1.00	1.00	1.00
Public Works Maintenance Supervisor	2.00	2.00	3.00	3.00	3.00
Public Works Workers	7.00	7.00	8.00	8.00	8.00
Park Caretaker	0.25	0.25	0.25	0.25	0.25
Treatment Plant Manager	1.00	1.00	1.00	1.00	1.00
WPCP Operations Supervisor	1.00	1.00	1.00	1.00	1.00
WPCP Senior Operator	0.00	0.00	0.00	1.00	1.00
WPCP Operator	5.00	5.00	5.00	4.00	4.00
Environmental Analyst	1.00	1.00	1.00	1.00	1.00
Environmental Assistant	1.00	1.00	1.00	1.00	1.00
Maintenance Mechanic	1.00	1.00	2.00	2.00	2.00
WPCP Intern	0.48	0.48	0.48	0.48	0.48
<b>Total</b>	<b>24.23</b>	<b>23.23</b>	<b>27.73</b>	<b>30.23</b>	<b>30.23</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Public Works

**PUBLIC WORKS BUDGET SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>REVENUE / FUNDING SOURCE</b>							
General Fund - 100	949,421	1,111,014	1,034,978	2,105,788	2,679,132	573,344	21%
Measure S 2014 - 106	386,165	764,039	263,081	3,147,757	6,559,162	3,411,405	52%
Gas Tax Fund - 200	1,376,992	489,964	426,699	1,194,557	1,980,986	786,429	40%
Restricted Real Estate Maintenance Fund - 201	20,119	19,478	12,630	26,000	26,000	-	0%
Traffic Safety Fund - 205	-	-	-	-	35,000	35,000	100%
Stormwater Fund - 207	272,838	297,976	232,230	336,938	374,766	37,828	10%
AB939 Refuse Management Fund - 213	210,444	106,591	94,690	167,825	174,358	6,533	4%
Solid Waste Fund - 214	47,940	194,241	67,475	382,778	589,381	206,603	35%
Measure J Fund - 215	111,905	129,061	216,316	644,880	1,023,719	378,839	37%
Parkland Dedication Fund - 275	-	-	-	-	-	-	0%
Growth Impact Fund - 276	-	-	-	58,000	1,348,000	1,290,000	96%
Lighting and Landscaping District - 310	53,599	42,611	28,362	62,125	85,175	23,050	27%
PV Park Caretaker Fund - 317	11,268	656	0	15,055	15,002	(53)	0%
Public Facilities Fund - 324	3,356	-	-	70,000	70,000	-	0%
City Streets Improvement Fund - 325	448,469	569,001	127,626	1,706,213	2,232,004	525,791	24%
Park Grants (Measure WW) - 327	-	-	47,721	189,758	-	(189,758)	-100%
Arterial Street Rehabilitation - 377	236,007	1,029,962	61,674	810,312	758,624	(51,688)	-7%
Sewer Enterprise Fund - 500	6,036,163	6,611,272	4,741,059	11,388,624	24,185,339	12,796,715	53%
Sewer Enterprise Plant Expansion - 503	635,724	710,011	175,727	-	-	-	0%
<b>Total</b>	<b>10,800,410</b>	<b>12,075,877</b>	<b>7,530,269</b>	<b>22,306,610</b>	<b>42,136,647</b>	<b>19,830,038</b>	<b>47%</b>
<b>EXPENDITURES BY CATEGORY</b>							
<b>Personnel</b>							
Salaries & Wages - 401	1,948,751	2,144,570	1,988,608	2,831,561	3,168,844	337,283	11%
Overtime - 402	44,185	54,870	53,143	40,779	40,573	(206)	-1%
Employee Benefits - 410	1,459,701	1,690,789	1,077,741	1,468,249	1,560,905	92,656	6%
<b>Total Personnel</b>	<b>3,452,637</b>	<b>3,890,229</b>	<b>3,119,492</b>	<b>4,340,589</b>	<b>4,770,322</b>	<b>429,733</b>	<b>9%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	958,258	944,847	868,931	1,988,601	3,236,088	1,247,487	39%
Other Operating Expenses - 43	1,130,344	1,204,272	828,350	998,607	1,087,717	89,110	8%
Materials & Supplies - 44	798,173	1,041,431	840,850	1,600,200	1,607,500	7,300	0%
<b>Total Services and Supplies</b>	<b>2,886,775</b>	<b>3,190,549</b>	<b>2,538,132</b>	<b>4,587,408</b>	<b>5,931,305</b>	<b>1,343,897</b>	<b>23%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	2,681,144	2,926,925	635,625	10,586,958	28,569,122	17,982,164	63%
<b>Total Capital Outlay</b>	<b>2,681,144</b>	<b>2,926,925</b>	<b>635,625</b>	<b>10,586,958</b>	<b>28,569,122</b>	<b>17,982,164</b>	<b>63%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46	(1,245,056)	(1,385,631)	(1,145,061)	(1,957,735)	(2,059,437)	(101,702)	5%
Administrative Debits - 46	1,479,816	1,647,526	1,383,438	2,338,956	2,409,116	70,160	3%
IS Charges - 46	95,314	107,182	132,608	229,842	277,357	47,515	17%
Legal Charges - 46	30,206	147,172	22,498	63,600	63,600	-	0%
General Liability Insurance - 46	148,465	151,838	178,262	165,368	227,786	62,418	27%
<b>Total Indirect Cost Allocations</b>	<b>508,745</b>	<b>668,087</b>	<b>571,744</b>	<b>840,031</b>	<b>918,422</b>	<b>78,391</b>	<b>9%</b>
<b>Debt Service</b>							
Debt Principal - 48101	-	-	341,000	1,020,383	1,037,932	17,549	2%
Debt Interest - 48102	621,332	596,719	181,440	591,241	569,544	(21,697)	-4%
<b>Total Debt Service</b>	<b>621,332</b>	<b>596,719</b>	<b>522,440</b>	<b>1,611,624</b>	<b>1,607,476</b>	<b>(4,148)</b>	<b>0%</b>
<b>Depreciation</b>							
Depreciation Expense - 47401	496,273	803,369	142,836	340,000	340,000	-	0%
<b>Total Depreciation</b>	<b>496,273</b>	<b>803,369</b>	<b>142,836</b>	<b>340,000</b>	<b>340,000</b>	<b>-</b>	<b>0%</b>
<b>Transfers Out</b>							
Transfers Out 49901	153,505	-	-	-	-	-	0%
<b>Total Transfers Out</b>	<b>153,505</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Total</b>	<b>10,800,410</b>	<b>12,075,877</b>	<b>7,530,269</b>	<b>22,306,610</b>	<b>42,136,647</b>	<b>19,830,038</b>	<b>47%</b>
<b>EXPENDITURES BY PROGRAM</b>							
Administration & Engineering - 341	324,856	408,471	448,715	1,225,880	1,076,334	(149,546)	-14%
Road maintenance - 342	2,160,432	2,519,407	906,725	5,474,390	7,671,972	2,197,582	29%
Facility Maintenance - 343	747,667	924,137	618,295	1,757,802	4,894,539	3,136,737	64%
NPDES Storm Water - 344	278,400	316,266	234,732	801,393	1,751,174	949,781	54%
Park Maintenance - 345	353,125	386,548	281,963	1,428,571	1,697,757	269,186	16%
Waste Reduction - 346	210,444	106,591	94,690	167,825	174,358	6,533	4%
Pinole Valley Lighting & Landscaping 347-348	53,599	42,611	28,362	62,125	85,175	23,050	27%
Sewer Treatment Plant - 641	4,359,619	4,718,679	3,325,563	6,289,371	9,791,938	3,502,568	36%
Sewer Collection - 642	1,055,212	1,346,437	893,056	3,487,629	13,385,925	9,898,295	74%
Sewer Projects -Shared - 643	635,724	710,011	175,727	-	-	-	0%
WPCP/Equipment & Debt Svc. (Pinole Only) - 644	621,332	596,719	522,440	1,611,624	1,607,476	(4,148)	0%
<b>Total</b>	<b>10,800,410</b>	<b>12,075,877</b>	<b>7,530,269</b>	<b>22,306,610</b>	<b>42,136,647</b>	<b>19,830,038</b>	<b>47%</b>

**GENERAL FUND - 100**  
**PUBLIC WORKS - ADMINISTRATION & ENGINEERING - 341**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salary & Wages - 401	387,725	375,725	327,284	681,299	751,127	69,828	9%
Overtime - 402	1,800	9,631	4,148	120	123	3	0%
Employee Benefits - 410	176,449	148,234	124,584	258,211	245,592	(12,619)	-5%
<b>Total Salary &amp; Benefits</b>	<b>565,974</b>	<b>533,590</b>	<b>456,016</b>	<b>939,630</b>	<b>996,842</b>	<b>57,212</b>	<b>6%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	17,219	140,749	74,882	207,400	49,625	(157,775)	-318%
Materials & Supplies - 44	-	-	32	-	-	-	#DIV/0!
<b>Total Services and Supplies</b>	<b>17,219</b>	<b>140,749</b>	<b>74,913</b>	<b>207,400</b>	<b>49,625</b>	<b>(157,775)</b>	<b>-318%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	-	2,611	542	252,500	252,500	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>2,611</b>	<b>542</b>	<b>252,500</b>	<b>252,500</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46121	(514,784)	(562,730)	(371,843)	(869,923)	(903,763)	(33,840)	4%
Admin Debits - 46122	6,474	6,949	5,917	58,939	62,361	3,422	5%
IS Charges - 46124	46,154	53,035	77,937	105,110	136,524	31,414	23%
Legal Charges - 46126	8,067	15,300	12,478	8,000	8,000	-	0%
General Liability Insurance - 46201	21,998	29,902	43,881	40,707	53,462	12,755	24%
<b>Total Indirect Cost Allocations</b>	<b>(432,090)</b>	<b>(457,544)</b>	<b>(231,630)</b>	<b>(657,167)</b>	<b>(643,416)</b>	<b>13,751</b>	<b>-2%</b>
<b>Total</b>	<b>151,103</b>	<b>219,407</b>	<b>299,841</b>	<b>742,363</b>	<b>655,551</b>	<b>(86,812)</b>	<b>-13%</b>
<b>MEASURE S - 2014 FUND - 106</b>							
Professional & Administrative Services - 42	-	-	2,755	150,000	75,000	(75,000)	-100%
Administrative Debits - 46122	59,825	70,077	44,183	146,518	150,317	3,799	3%
<b>Total Measure S - 2014 Fund - 106</b>	<b>59,825</b>	<b>70,077</b>	<b>46,938</b>	<b>296,518</b>	<b>225,317</b>	<b>(71,201)</b>	<b>-32%</b>
<b>GAS TAX FUND - 200</b>							
Professional & Administrative Services - 42	2,023	-	2,064	-	-	-	0%
<b>Total Gas Tax Fund - 200</b>	<b>2,023</b>	<b>-</b>	<b>2,064</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>MEASURE J FUND - 215</b>							
Other Operating Expenses - 43	5,055	4,915	1,741	4,400	4,400	-	0%
Administrative Debits - 46122	106,850	114,073	98,131	182,599	191,066	8,467	4%
<b>Total Measure J Fund - 215</b>	<b>111,905</b>	<b>118,988</b>	<b>99,872</b>	<b>186,999</b>	<b>195,466</b>	<b>8,467</b>	<b>4%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 145,000</b>	<b>\$ 10,000</b>
General engineering services	\$ 10,000	
<b>42103 Temporary Services</b>	<b>\$ 30,000</b>	<b>\$ -</b>
Temporary Services	\$ -	
<b>42107 Equipment Maintenance</b>	<b>\$ 500</b>	<b>\$ 1,000</b>
Maintenance of office equipment.	\$ 1,000	
<b>42201 Office Expense</b>	<b>\$ 1,000</b>	<b>\$ 2,500</b>
General office supplies	\$ 2,500	
<b>4230X Travel and Training</b>	<b>\$ 5,200</b>	<b>\$ 6,750</b>
Conference Registration	\$ 3,000	
Mileage Air & Hotel	3,000	
Meal Allowance	750	
<b>42401 Memberships</b>	<b>\$ 525</b>	<b>\$ 1,200</b>
American Public Works Association (APWA)	\$ 225	
Professional License Renewal	975	
<b>42506 Bonds</b>	<b>\$ 175</b>	<b>\$ 175</b>
	\$ 175	
<b>42510 Software Purchase</b>	<b>\$ 25,000</b>	<b>\$ 28,000</b>
Beehive (40%)	\$ 8,000	
ArcGIS	2,500	
CAD+Misc	2,500	
GoGov or Similar	15,000	
<b>Total Professional/Administrative Services</b>		<b>\$ 49,625</b>
<b>47103 Furniture</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
Furniture	\$ 2,500	
<b>4720X</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>
47201 Weatherization/Energy Efficient program	\$ 250,000	
<b>Measure S-2014 Fund - 106</b>		
<b>42101 Professional Services</b>	<b>\$ 150,000</b>	<b>\$ 75,000</b>
On-call consultants for capital projects	\$ 75,000	
<b>MEASURE J FUND - 215</b>		
<b>4310X Utilities</b>	<b>\$ 4,400</b>	<b>\$ 4,400</b>
43101 Telephone	\$ 4,000	



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Department Budgets – Public Works

**GAS TAX FUND - 200  
ROAD MAINTENANCE - 342**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	222,323	121,333	144,216	123,100	123,100	-	0%
Other Operating Expenses - 43	190,744	193,258	131,022	181,000	181,000	-	0%
Materials & Supplies - 44	872	847	2,280	2,000	2,000	-	0%
<b>Total Services and Supplies</b>	<b>413,938</b>	<b>315,438</b>	<b>277,518</b>	<b>306,100</b>	<b>306,100</b>	<b>-</b>	<b>0%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47*	817,521	19,570	-	633,910	1,433,045	799,135	56%
<b>Total Capital Outlay</b>	<b>817,521</b>	<b>19,570</b>	<b>-</b>	<b>633,910</b>	<b>1,433,045</b>	<b>799,135</b>	<b>56%</b>
<b>Indirect Cost Allocations</b>							
Administrative Debits - 46122	143,510	154,026	147,118	246,547	233,841	(12,706)	-5%
Legal Charges - 46126	-	930	-	8,000	8,000	-	0%
<b>Total Indirect Cost Allocations</b>	<b>143,510</b>	<b>154,956</b>	<b>147,118</b>	<b>254,547</b>	<b>241,841</b>	<b>(12,706)</b>	<b>-5%</b>
<b>Total</b>	<b>1,374,969</b>	<b>489,964</b>	<b>424,635</b>	<b>1,194,557</b>	<b>1,980,986</b>	<b>786,429</b>	<b>51%</b>
<b>GENERAL FUND - 100</b>							
Salary & Wages - 401		36,114	68,775	83,113	99,924	16,811	17%
Overtime - 402	-	148	206	-	-	-	0%
Employee Benefits - 410		5,836	9,813	14,331	16,996	2,665	16%
Professional & Administrative Services - 42	8,601	18,425	15,851	-	180,800	180,800	100%
Materials & Supplies - 44	-	1,686	3,296	-	20,000	20,000	100%
Asset Acquisition/Improvements - 47*	-	1,306	-	170,000	370,000	200,000	54%
Admin Credits - 46121	-	(29,000)	(64,332)	(87,804)	(98,815)	(11,011)	11%
Administrative Debits - 46122	23,555	23,640	19,357	28,554	30,320	1,766	6%
General Liability Insurance - 46201	-	4,619	5,147	4,775	6,599	1,824	28%
<b>Total General Fund</b>	<b>32,157</b>	<b>62,774</b>	<b>58,114</b>	<b>212,969</b>	<b>625,824</b>	<b>412,855</b>	<b>66%</b>
<b>MEASURE S - 2014 FUND - 106</b>							
Professional & Administrative Services - 42	-	-	-	-	50,000	50,000	100%
Administrative Debits - 46122	-	9,667	50,464	94,184	102,597	8,413	8%
Asset Acquisition/Improvement - 47*	66,590	143,725	292	730,491	882,613	152,122	17%
<b>Total Measure S - 2014</b>	<b>66,590</b>	<b>153,392</b>	<b>50,756</b>	<b>824,675</b>	<b>1,035,210</b>	<b>160,535</b>	<b>16%</b>
<b>Traffic Safety Fund - 205</b>							
Professional & Administrative Services - 42	-	-	-	-	35,000	35,000	100%
<b>Total Traffic Safety Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>35,000</b>	<b>35,000</b>	<b>100%</b>
<b>NPDES Storm Water Fund - 207</b>							
Admin Debits - 46122	-	10,000	-	12,005	13,690	1,685	12%
<b>Total NPDES Storm Water Fund</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>12,005</b>	<b>13,690</b>	<b>1,685</b>	<b>12%</b>
<b>SOLID WASTE FUND - 214</b>							
Professional & Administrative Services - 42	2,240	24,866	15,139	60,000	60,000	-	0%
Materials & Supplies - 44	-	1,468	1,818	7,000	7,000	-	0%
Admin Debits - 46122	-	9,667	44,678	88,478	97,381	8,903	9%
Legal Charges - 46126	-	35,959	5,841	-	-	-	0%
Asset Acquisition/Improvement -47*	-	122,281	-	102,300	-	(102,300)	-100%
<b>Total Solid Waste Fund</b>	<b>2,240</b>	<b>194,241</b>	<b>67,475</b>	<b>257,778</b>	<b>164,381</b>	<b>(93,397)</b>	<b>-57%</b>
<b>MEASURE C AND J FUND - 215</b>							
Professional & Administrative Services - 42	-	-	56,899	56,899	51,899	(5,000)	-10%
Admin Debits - 46122	-	9,667	16,083	21,951	24,704	2,753	11%
Asset Acquisition/Improvement - 47*	-	406	43,463	377,031	749,650	372,619	50%
<b>Total Measure J Fund</b>	<b>-</b>	<b>10,073</b>	<b>116,444</b>	<b>455,881</b>	<b>826,253</b>	<b>370,372</b>	<b>45%</b>
<b>City Streets Improvements Fund - 325</b>							
Professional & Administrative Services - 42	-	-	-	-	100,000	100,000	100%
Asset Acquisition/Improvement - 47*	448,469	569,001	127,626	1,706,213	2,132,004	425,791	20%
<b>Total City Streets Improvements</b>	<b>448,469</b>	<b>569,001</b>	<b>127,626</b>	<b>1,706,213</b>	<b>2,232,004</b>	<b>425,791</b>	<b>19%</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Public Works

**Arterial Streets Rehabilitation Fund - 377**

Asset Acquisition/Improvement - 47*	236,007	1,029,962	61,674	810,312	758,624	(51,688)	-7%
<b>Total Arterial Streets Rehab Fund</b>	<b>236,007</b>	<b>1,029,962</b>	<b>61,674</b>	<b>810,312</b>	<b>758,624</b>	<b>(51,688)</b>	<b>-7%</b>

\*See CIP

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 101,000</b>	<b>\$ 101,000</b>
Audit Services	\$ 1,000	
General engineering survey contract	10,000	
Professional engineering support	20,000	
Traffic and signal maintenance	70,000	
<b>42108 Maintenance Structure/Imp</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
Hardware supplies and median maintenance	\$ 20,000	
<b>42514 Special Department Expense</b>	<b>\$ 2,100</b>	<b>\$ 2,100</b>
CCTA congestion management plan administration	\$ 2,100	
Pinole's share of CTA Congestion Management Plan administrative costs.		
<b>Total Professional/Administrative Services</b>		<b>\$ 123,100</b>
<b>4310X Utilities</b>	<b>\$ 181,000</b>	<b>\$ 181,000</b>
Electricity costs for street lights, traffic lights and controls		
Electricity & Gas (PG&E)	\$ 180,000	
EBMUD median irrigation	1,000	
<b>44301 Fuel</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
Fuel	\$ 2,000	
<b>47205 Improvements/Streets</b>	<b>\$ 633,910</b>	<b>\$ 1,433,045</b>
Pothole Repair Program	\$ 40,000	
Roadway Stripping Program	15,000	
RO1708 Pinole Valley Road Improvements	100,000	
RO2101 Arterial Rehab	896,963	
RO2102 Tennent Ave. Rehabilitation	381,082	
<b>General Fund 100</b>		
<b>42101 Professional Services</b>	<b>\$ -</b>	<b>\$ 170,000</b>
IN2106 Active Transportation Plan	\$ 170,000	
<b>42107 Equipment Maintenance</b>	<b>\$ -</b>	<b>\$ 8,000</b>
Equipment Maintenance	\$ 8,000	
<b>42514 Special Department Expense</b>	<b>\$ -</b>	<b>\$ 2,800</b>
Special department expense	\$ 2,800	
<b>44306 Maintenance Supplies</b>	<b>\$ -</b>	<b>\$ 20,000</b>
Maintenance Supplies	\$ 20,000	
<b>47205 Improvements/Streets</b>	<b>\$ 170,000</b>	<b>\$ 370,000</b>
RO2107 Brand St. Improvements	\$ 170,000	
Street Improvements	200,000	
<b>MEASURE S - 2014 FUND - 106</b>		
<b>42108 Maintenance Structure/Imp</b>	<b>\$ -</b>	<b>\$ 50,000</b>
Pedestrian Bridge inspections & Maintenance	50,000	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Public Works

<b>47101 Equipment</b>	<b>\$ 28,000</b>		<b>\$ 1,000</b>
Equipment	1,000		
<b>47104 Vehicles</b>	<b>\$ 216,000</b>		<b>\$ -</b>
Bucket truck and service truck	-		
Staff Car replacement	-		
<b>47204 Improvements/Sidewalk</b>	<b>\$ 20,000</b>		<b>\$ 20,000</b>
Sidewalk Improvements	20,000		
<b>47205 Improvements/Streets</b>	<b>\$ 466,491</b>		<b>\$ 861,613</b>
RO1710 San Pablo Ave. Bridge Replacement	\$ 300,000		
RO1714 Safety Improvements at Appian Way & Marlesta	193,029		
RO2302 Safety Improvement Arterial Roadway	35,960		
RO2303 Pinole Smart Signals	154,302		
RO2304 Safety Improvements at Tennent Ave/Pear & Plum	158,322		
Traffic Sign Replacement	20,000		
<b>TRAFFIC SAFETY FUND - 205</b>			
<b>42101 Professional Services</b>	<b>\$ -</b>		<b>\$ 35,000</b>
Professional Services	\$ 35,000		
<b>SOLID WASTE FUND - 214</b>			
<b>42101 Professional Services</b>	<b>\$ 16,450</b>		<b>\$ 16,450</b>
Professional Services	\$ 16,450		
<b>42514 Special Department Expense</b>	<b>\$ 43,550</b>		<b>\$ 43,550</b>
Patch paving materials	\$ 43,550		
<b>44306 Maintenance Supplies</b>	<b>\$ 7,000</b>		<b>\$ 7,000</b>
SB1383 OWR1 grant supplies	\$ 7,000		
<b>47104 Vehicles</b>	<b>\$ 102,300</b>		<b>\$ -</b>
Hydro Flush Truck	\$ -		
<b>MEASURE J FUND - 215</b>			
<b>42106 Software Maintenance</b>	<b>\$ 5,000</b>		<b>\$ -</b>
	\$ -		
<b>42401 Memberships</b>	<b>\$ 51,899</b>		<b>\$ 51,899</b>
WCCTAC Dues	\$ 51,899		
<b>47204 Improvements/Sidewalks</b>	<b>\$ 12,031</b>		<b>\$ 12,031</b>
Sidewalk Maintenance Program	\$ 12,031		
<b>47205 Improvements/Streets</b>	<b>\$ 365,000</b>		<b>\$ 737,619</b>
Miscellaneous Roadway Repair	\$ 15,000		
RO1710 San Pablo Ave. Bridge Replacement	133,579		
RO1714 Safety Improvements at Appian Way & Marlesta	350,000		
RO2302 Safety Improvements on Arterial Roadway	239,040		
<b>Road Maintenance Fund - 325</b>			
<b>42101 Professional Services</b>	<b>\$ -</b>		<b>\$ 100,000</b>
IN2105 Appian Way Complete Streets Project	100,000		
<b>47205 Improvements/Streets</b>	<b>\$ 1,706,213</b>		<b>\$ 2,132,004</b>
RO1710 San Pablo Ave Bridge over BNSF	\$ 1,540,583		
RO1714 Safety Improvements at Appian Way & Marlesta	129,400		
RO1902 Pedestrian Improvements at Tennent Ave	44,700		
RO2102 Tennent Ave. Rehabilitation	167,321		
RO2301 Residential Slurry Seal	250,000		
<b>Arterial Streets Rehabilitation Fund - 377</b>			
<b>47205 Improvements/Streets</b>	<b>\$ 810,312</b>		<b>\$ 758,624</b>
RO2101 Arterial Rehabilitation	\$ 758,624		

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Public Works

**GENERAL FUND - 100  
PUBLIC WORKS - FACILITY MAINTENANCE - 343**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salaries & Wages - 401	557,296	591,504	493,158	685,885	709,965	24,080	3%
Overtime - 402	7,533	9,328	16,033	1,330	1,268	(62)	-5%
Employee Benefits - 410	329,155	368,599	343,106	478,073	500,858	22,785	5%
<b>Total Salary &amp; Benefits</b>	<b>893,983</b>	<b>969,431</b>	<b>852,298</b>	<b>1,165,288</b>	<b>1,212,091</b>	<b>46,803</b>	<b>4%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	97,606	131,201	117,315	150,050	573,200	423,150	74%
Other Operating Expenses - 43	47,294	36,867	26,035	41,000	44,000	3,000	7%
Materials & Supplies - 44	34,897	66,514	54,749	73,200	73,200	-	0%
<b>Total Services and Supplies</b>	<b>179,796</b>	<b>234,582</b>	<b>198,099</b>	<b>264,250</b>	<b>690,400</b>	<b>426,150</b>	<b>62%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47*	14,389	814	2,119	30,000	12,000	(18,000)	-150%
<b>Total Capital Outlay</b>	<b>14,389</b>	<b>814</b>	<b>2,119</b>	<b>30,000</b>	<b>12,000</b>	<b>(18,000)</b>	<b>-150%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46121	(640,026)	(694,237)	(622,775)	(887,713)	(940,463)	(52,750)	6%
Administrative Debits - 46122	-	2,282	-	-	-	-	0%
Legal Charges 46126	-	296	341	-	-	-	0%
General Liability Insurance - 46201	64,998	39,071	43,125	39,322	51,414	12,092	24%
<b>Total Indirect Cost Allocations</b>	<b>(575,028)</b>	<b>(652,588)</b>	<b>(579,309)</b>	<b>(848,391)</b>	<b>(889,049)</b>	<b>(40,658)</b>	<b>5%</b>
<b>Total</b>	<b>513,141</b>	<b>552,239</b>	<b>473,207</b>	<b>611,147</b>	<b>1,025,442</b>	<b>414,295</b>	<b>40%</b>
<b>MEASURE S - 2014 FUND - 106</b>							
Professional & Administrative Services - 42	-	-	-	-	310,000	310,000	100%
Administrative Debits - 46122	105,932	130,184	104,654	138,776	143,266	4,490	3%
Asset Acquisition/Improvement - 47*	59,420	222,237	27,805	919,879	2,902,831	1,982,952	68%
<b>Total Measure S - 2014 Fund</b>	<b>165,352</b>	<b>352,421</b>	<b>132,459</b>	<b>1,058,655</b>	<b>3,356,097</b>	<b>2,297,442</b>	<b>68%</b>
<b>RESTRICTED REAL ESTATE MAINTENANCE FUND - 201</b>							
Professional & Administrative Services - 42	7,592	7,639	5,940	10,000	10,000	-	0%
Other Operating Expenses - 43	12,527	11,838	6,690	11,000	11,000	-	0%
Legal Charges - 46126	-	-	-	5,000	5,000	-	0%
<b>Total Restricted Real Estate Maint.</b>	<b>20,119</b>	<b>19,478</b>	<b>12,630</b>	<b>26,000</b>	<b>26,000</b>	<b>-</b>	<b>0%</b>
<b>SOLID WASTE FUND - 214</b>							
Transfers Out 49901	45,700	-	-	-	-	-	0%
<b>Total Solid Waste Fund - 214</b>	<b>45,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>MEASURE J FUND - 215</b>							
Legal Charges - 46126	-	-	-	2,000	2,000	-	0%
<b>Total Measure J Fund - 215</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0%</b>
<b>GROWTH IMPACT FUND - 276</b>							
Asset Acquisition/Improvement - 47	-	-	-	-	425,000	-	0%
<b>Total Growth Impact Fund 276</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>425,000</b>	<b>-</b>	<b>0%</b>
<b>PUBLIC FACILITIES FUND - 324</b>							
Asset Acquisition/Improvement - 47	3,356	-	-	60,000	60,000	-	0%
<b>Total Public Facilities Fund</b>	<b>3,356</b>	<b>-</b>	<b>-</b>	<b>60,000</b>	<b>60,000</b>	<b>-</b>	<b>0%</b>

\*See CIP  
City of Pinole

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Public Works

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 3,500</b>	<b>\$ 403,500</b>
EBRCSA Professional Support	\$ 3,500	
IN2101 Emergency Power for critical Facilities	200,000	
IN2103 Recycled Water Feasibility	200,000	
<b>42107 Equipment Maintenance</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>
Vehicle maintenance and repair	\$ 40,000	
<b>42108 Maintenance/Structure Imp</b>	<b>\$ 76,000</b>	<b>\$ 87,000</b>
City Hall improvements to planting/landscaping	\$ 20,000	
Elevator maintenance	800	
Heating and air repair	16,000	
Janitorial service and supplies	13,000	
Landscape maintenance	3,000	
Lighting supplies	500	
Memorial Hall Maint.e, Pest Control & Sanitary Supplies	11,000	
<i>(Moved from Community Services)</i>		
Misc. hardware and maintenance	1,000	
Pest control and weed control	10,700	
Public facilities deferred maintenance	11,000	
<b>42201 Office Expense</b>	<b>\$ -</b>	<b>\$ 3,000</b>
Office supplies	\$ 3,000	
<b>4230X Travel and Training</b>	<b>\$ 2,100</b>	<b>\$ 11,750</b>
Technical training	\$ 10,000	
Mileage, Air & Hotel	1,500	
Meal Allowance	250	
<b>42401 Memberships</b>	<b>\$ 750</b>	<b>\$ 750</b>
M.S.A. (Maintenance Superintendents Association)	\$ 750	
T.C.S.A. (Traffic Control Supervisory Association)		
Technical publications		
<b>42511 Equipment Rental</b>	<b>\$ 25,000</b>	<b>\$ 20,000</b>
This is used to rent infrequently used equipment.	\$ 20,000	
<b>42513 Rent</b>	<b>\$ 2,700</b>	<b>\$ 2,700</b>
Tennent Ave Parking lot. 401-142-012 (AT&T)	\$ 2,700	
<b>42514 Special Department Expense</b>	<b>\$ -</b>	<b>\$ 4,500</b>
	\$ 4,500	
<b>Total Professional/Administrative Services</b>		<b>\$ 573,200</b>
<b>4310X Utilities</b>	<b>\$ 37,000</b>	<b>\$ 40,000</b>
Gas/Electricity	\$ 24,000	
Memorial Hall Electricity <i>(moved from Comm Svcs.)</i>	\$ 500	
Water	13,000	
Memorial Hall Water <i>(moved from Comm Svcs.)</i>	2,500	
<b>43201 Property Tax</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
<b>44301 Fuel</b>	<b>\$ 8,200</b>	<b>\$ 8,200</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Public Works

**44306 Maintenance Supplies** \$ 45,000 \$ 45,000

**44410 Safety Clothing** \$ 20,000 \$ 20,000

The worker classifications in this division are supplied: \$ 20,000  
Uniforms, coveralls, and foul weather gear

**47101 Equipment** \$ - \$ 12,000

Miscellaneous Equipment \$ 12,000

**47201 Improvements/Building** \$ 30,000 \$ -

\$ -

**MEASURE S - 2014 FUND - 106**

**42101 Professional Services** \$ - \$ 310,000

IN2102 Municipal Broadband Feasibility \$ 60,000  
IN2201 Energy Audit 50,000  
IN2301 Facilities Master Plan 200,000

**47101 Vehicles** \$ 274,318 \$ -

Hybrid Bucket Truck \$ -

**47201 Improvements/Building** \$ 645,561 \$ 2,902,831

FA1702 Citywide Roof Repairs and Replacement \$ 900,000  
FA1703 City Hall Modernization \$ 125,000  
FA1901 Senior center Auxiliary Parking Lot 1,327,831  
FA1902 Energy Upgrades 150,000  
FA2202 Senior Center Modernization 175,000  
FA2301 Public Safety Building Modernization 225,000

**RESTRICTED REAL ESTATE MAINTENANCE FUND - 201**

**42108 Maintenance/Structure Imp** \$ 10,000 \$ 10,000

Materials to maintain facilities owned by the former Redevelopment Agency. \$ 10,000

**4310X Utilities** \$ 11,000 \$ 11,000

Gas/Electricity \$ 5,000  
Water 6,000

**MEASURE J FUND - 215**

**47202 Improvements/Landscape-Medians** \$ 2,000 \$ 2,000

Sign Replacement Program \$ 2,000

**GROWTH IMPACT FUND - 276**

**47201 Improvements/Building** \$ - \$ 425,000

FA1703 City Hall Modernization \$ 125,000  
FA2202 Senior Center Modernization 145,000  
FA2301 Public Safety Building 75,000  
FA2302 Plum St. Parking Lot Improvements 80,000

**PUBLIC FACILITIES FUND - 324**

**47201 Improvements/Building** \$ 60,000 \$ 60,000

Annual Building Maintenance Program \$ 60,000

**STORM WATER FUND - 207**

**PUBLIC WORKS - National Pollution Discharge Elimination Systems (NPDES) STORM WATER - 344**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	32,610	32,610	42,790	49,318	71,000	21,682	31%
Other Operating Expenses - 43	-	-	-	-	-	-	0%
Materials & Supplies - 44	10,254	18,686	8,378	8,800	8,800	-	0%
<b>Total Services and Supplies</b>	<b>42,863</b>	<b>51,296</b>	<b>51,168</b>	<b>58,118</b>	<b>79,800</b>	<b>21,682</b>	<b>27%</b>
<b>Indirect Cost Allocations</b>							
Administrative Debits - 46122	229,588	236,530	181,062	260,815	275,276	14,461	5%
Legal Charges - 46126	386	150	-	6,000	6,000	-	0%
<b>Total Indirect Cost Allocations</b>	<b>229,974</b>	<b>236,680</b>	<b>181,062</b>	<b>266,815</b>	<b>281,276</b>	<b>14,461</b>	<b>5%</b>
<b>Total</b>	<b>272,838</b>	<b>287,976</b>	<b>232,230</b>	<b>324,933</b>	<b>361,076</b>	<b>36,143</b>	<b>10%</b>
<b>MEASURE S-2014 FUND - 106</b>							
Professional & Administrative Services - 42	-	-	-	-	250,000	250,000	100%
Asset Acquisition/Improvement - 47*	5,562	28,290	2,502	418,460	1,082,098	663,638	61%
<b>Total Measure S-2014</b>	<b>5,562</b>	<b>28,290</b>	<b>2,502</b>	<b>418,460</b>	<b>1,332,098</b>	<b>913,638</b>	<b>69%</b>
<b>Growth Impact Fund - 276</b>							
Asset Acquisition/Improvement - 47*	-	-	-	58,000	58,000	-	0%
<b>Total Growth Impact Fund - 276</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>58,000</b>	<b>58,000</b>	<b>-</b>	<b>0%</b>

\*See CIP

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

		FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>		<b>\$ 5,000</b>	<b>\$ 15,000</b>
Contract support for Clean Water and NPDES	\$ 5,000		
Support for MRP 3.0	10,000		
<b>42107 Equipment Maintenance</b>		<b>\$ 20,000</b>	<b>\$ 20,000</b>
Storm drain, trash capture, street sweeper	\$ 20,000		
<b>42108 Building Structure Maintenance</b>		<b>\$ 14,779</b>	<b>\$ 15,000</b>
Trash capture devices	\$ 5,000		
Lumber and supplies	10,000		
<b>4220X Office Expenses</b>		<b>\$ 1,000</b>	<b>\$ 1,000</b>
42201 Miscellaneous office expenses	\$ 500		
42202 Printing and Binding	500		
<b>42514 Special Departmental Expense</b>		<b>\$ 8,539</b>	<b>\$ 20,000</b>
CCC Clean Water Program Support & Administration (auto collected)	\$ -		
NPDES Annual Permit	20,000		
<b>Total Professional/Administrative Services</b>			<b>\$ 71,000</b>
<b>44301 Fuel</b>		<b>\$ 8,000</b>	<b>\$ 8,000</b>
<b>44410 Safety Clothing</b>		<b>\$ 800</b>	<b>\$ 800</b>
<b>MEASURE S-2014 FUND - 106</b>			
<b>42101 Professional Services</b>		<b>\$ -</b>	<b>\$ 250,000</b>
IN1703 Storm Drainage Master Plan	\$ 250,000		
<b>47206 Improvements/Storm Drains</b>		<b>\$ 418,460</b>	<b>\$ 1,082,098</b>
SW1901 Hazel St. Storm Drain Improvements	\$ 382,098		
SW2001 Roble Rd. Drainage Improvements	700,000		
<b>Growth Impact Fund 276</b>			
<b>47206 Improvements/Storm Drains</b>		<b>\$ 58,000</b>	<b>\$ 58,000</b>
SW1901 Hazel Street Gap Closure (sunnyview)	\$ 58,000		



Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Public Works

**GENERAL FUND - 100  
PUBLIC WORKS - PARK MAINTENANCE - 345**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	92,314	114,757	60,843	324,900	144,000	(180,900)	-126%
Other Operating Expenses - 43	108,377	91,493	62,016	100,156	106,656	6,500	6%
Materials & Supplies - 44	2,932	13,191	8,970	500	500	-	0%
<b>Total Services and Supplies</b>	<b>203,624</b>	<b>219,441</b>	<b>131,828</b>	<b>425,556</b>	<b>251,156</b>	<b>(174,400)</b>	<b>-69%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47*	487	4,986	-	-	-	-	0%
<b>Total Capital Outlay</b>	<b>487</b>	<b>4,986</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Administrative Debits - 46122	47,110	50,451	71,989	113,753	121,159	7,406	6%
Legal Charges - 46126	1,800	540	-	-	-	-	0%
General Liability Insurance - 46201	-	1,176	-	-	-	-	0%
<b>Total Indirect Cost Allocations</b>	<b>48,910</b>	<b>52,167</b>	<b>71,989</b>	<b>113,753</b>	<b>121,159</b>	<b>7,406</b>	<b>6%</b>
<b>Total</b>	<b>253,021</b>	<b>276,595</b>	<b>203,817</b>	<b>539,309</b>	<b>372,315</b>	<b>(166,994)</b>	<b>-45%</b>
<b>MEASURE S-2014 FUND - 106</b>							
Professional & Administrative Services - 42	-	-	-	120,000	-	(120,000)	-100%
Asset Acquisition/Improvement - 47*	88,836	109,297	30,426	429,449	610,440	180,991	30%
<b>Total Measure S-2014 Fund - 106</b>	<b>88,836</b>	<b>109,297</b>	<b>30,426</b>	<b>549,449</b>	<b>610,440</b>	<b>60,991</b>	<b>10%</b>
<b>Solid Waste Fund - 214</b>							
Asset Acquisition/Improvement - 47*	-	-	-	125,000	425,000	300,000	71%
<b>Total Solid Waste Fund - 214</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>125,000</b>	<b>425,000</b>	<b>300,000</b>	<b>71%</b>
<b>Growth Impact Fund - 276</b>							
Asset Acquisition/Improvement - 47	-	-	-	-	265,000	265,000	0%
<b>Total Parkland Dedication Fund - 276</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>265,000</b>	<b>265,000</b>	<b>0%</b>
<b>PV PARK CARETAKER FUND - 317</b>							
Salaries & Wages - 401	8,892	-	-	11,960	11,960	-	0%
Employee Benefits - 410	1,050	-	-	1,555	1,725	170	11%
Professional & Administrative Services - 42	-	-	0	-	-	-	0%
Other Operating Expenses - 43	697	656	-	856	466	(390)	-84%
General Liability Insurance - 46201	629	-	-	684	851	167	24%
<b>Total PV Park Caretaker Fund - 317</b>	<b>11,268</b>	<b>656</b>	<b>0</b>	<b>15,055</b>	<b>15,002</b>	<b>(53)</b>	<b>0%</b>
<b>Public Facilities Fund - 324</b>							
Asset Acquisition/Improvement - 47	-	-	-	10,000	10,000	-	0%
<b>Total Public Facilities Fund - 324</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>0%</b>
<b>Park Grants (Measure WW) - 327</b>							
Asset Acquisition/Improvement - 47*	-	-	47,721	189,758	-	(189,758)	0%
<b>Total Park Grants Fund - 327</b>	<b>-</b>	<b>-</b>	<b>47,721</b>	<b>189,758</b>	<b>-</b>	<b>(189,758)</b>	<b>0%</b>

\*See CIP

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 25,000</b>	<b>\$ -</b>
Professional Support Services	\$ -	
Park Pedestrian Bridge Inspection	0	
<b>42107 Equipment Maintenance</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>
Off road equipment maintenance	\$ 7,500	
<b>42108 Maintenance/Structure Imp</b>	<b>\$ 227,000</b>	<b>\$ 120,500</b>
Landscape maintenance contract	\$ 90,000	
Materials for parks, restrooms and play area	30,000	
Tennis Court Maintenance ( <i>moved from Comm Svcs.</i> )	500	
<b>42401 Memberships</b>	<b>\$ 400</b>	<b>\$ 1,000</b>
CAPCA (California Agricultural Production Consultants Association)	\$ 370	
P.A.P.A. (Pest Applicators Association)	30	
Other memberships	600	
<b>42511 Equipment Rental</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
Cost to rent infrequently used equipment.	\$ 5,000	
<b>42514 Admin Exp/Special Depart</b>	<b>\$ 60,000</b>	<b>\$ 10,000</b>
Recommendations of Beautification Ad Hoc Subcommittee	\$ 10,000	
<b>Total Professional/Administrative Services</b>		<b>\$ 144,000</b>
<b>4310X Utilities</b>	<b>\$ 100,000</b>	<b>\$ 106,500</b>
Gas/Electricity	\$ 10,000	
Tennis Ct. Gas/Electricity ( <i>moved from Comm Svcs.</i> )	\$ 6,000	
Water	90,000	
Tennis Ct. Water ( <i>moved from Comm Svcs.</i> )	500	
<b>43201 Property Tax</b>	<b>\$ 156</b>	<b>\$ 156</b>
<b>44301 Fuel</b>	<b>\$ 500</b>	<b>\$ 500</b>
<b>MEASURE S-2014 FUND - 106</b>		
<b>47101 FF&amp;E/Equipment</b>	<b>\$ 17,009</b>	<b>\$ 28,000</b>
	\$ 28,000	
<b>47103 FF&amp;E/Furniture</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
Annual Bench/Table repairs & Replacement	\$ 5,000	
<b>47104 Vehicles</b>	<b>\$ 45,000</b>	<b>\$ -</b>
Vehicles	\$ -	
<b>47203 Improvements/Parks</b>	<b>\$ 362,440</b>	<b>\$ 577,440</b>
Annual Resod at two parks	\$ 10,000	
IN1704 Park Master Plan	150,000	
PA2202 Skatepark Rehabilitation	150,000	
PA2301 Tree Mitigation	150,000	
PA2203 Playground Rubberized Surface Improvements	47,440	

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Public Tree Maintenance	20,000
Replace Chips/Rubber Matting at various Parks	50,000

**Solid Waste Fund - 214**

<b>47203 Improvements/Parks</b>	<b>\$ 125,000</b>	<b>\$ 425,000</b>
PA2101 Installation of High Capacity Trash Bins	\$ 425,000	

**Growth Impact Fund - 276**

<b>47203 Improvements/Parks</b>		<b>\$ 265,000</b>
PA1901 Pinole Valley Park Soccer Field Rehab	\$ 200,000	
PA2201 Pocket Parks - Galbreth Rd.	65,000	

**Public Facilities Fund - 324**

<b>47203 Improvements/Parks</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
Annual Building Maintenance program	\$ 10,000	

**Park Grants (Measure WW) Fund - 327**

<b>47203 Improvements/Parks</b>	<b>\$ 189,758</b>	<b>\$ -</b>
PA2203 Playground Rubberized Surface Improvements	\$ -	

**AB 939 REFUSE MANAGEMENT FUND - 213  
 WASTE REDUCTION - 346**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	-	-	-	22,500	22,500	-	0%
Other Operating Expenses -43	-	-	-	-	-	-	0%
<b>Total Services and Supplies</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,500</b>	<b>22,500</b>	<b>-</b>	<b>0%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	-	-	-	-	-	-	0%
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Administrative Debits - 46122	102,639	106,591	94,690	142,825	149,358	6,533	4%
Legal Services - 46126	-	-	-	2,500	2,500	-	0%
<b>Total Indirect Cost Allocations</b>	<b>102,639</b>	<b>106,591</b>	<b>94,690</b>	<b>145,325</b>	<b>151,858</b>	<b>6,533</b>	<b>4%</b>
Transfers Out - 49901	107,805	-	-	-	-	-	0%
<b>Total</b>	<b>210,444</b>	<b>106,591</b>	<b>94,690</b>	<b>167,825</b>	<b>174,358</b>	<b>6,533</b>	<b>4%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
Consulting Services	\$ 10,000	
<b>42514 Special Department Expense</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>
Litter pick up services	\$ 12,500	

**LIGHTING & LANDSCAPE DISTRICTS FUND - 310**  
**PUBLIC WORKS - ZONE A, PINOLE VALLEY ROAD NORTH - 347**  
**PUBLIC WORKS - ZONE B, PINOLE VALLEY ROAD SOUTH - 348**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	35,360	15,228	15,835	33,450	56,500	23,050	41%
Other Operating Expenses - 43	15,059	25,858	8,367	16,695	16,695	-	0%
<b>Total Services and Supplies</b>	<b>50,418</b>	<b>41,086</b>	<b>24,202</b>	<b>50,145</b>	<b>73,195</b>	<b>23,050</b>	<b>31%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	-	-	-	5,720	5,720	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,720</b>	<b>5,720</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Administrative Debits - 46122	2,000	-	4,160	4,160	4,160	-	0%
Legal Charges - 46126	1,181	1,525	-	2,100	2,100	-	0%
<b>Total Indirect Cost Allocations</b>	<b>3,181</b>	<b>1,525</b>	<b>4,160</b>	<b>6,260</b>	<b>6,260</b>	<b>-</b>	<b>0%</b>
<b>Total</b>	<b>53,599</b>	<b>42,611</b>	<b>28,362</b>	<b>62,125</b>	<b>85,175</b>	<b>23,050</b>	<b>27%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 14,000</b>	<b>\$ 18,000</b>
Contra Costa County traffic signal maintenance - Zone A	\$ 10,000	
Cal Trans traffic signal maintenance - Zone A	2,000	
Contra Costa County traffic signal maintenance - Zone B	5,000	
Cal Trans traffic signal maintenance - Zone B	1,000	
<b>42108 Maintenance Structures/Imp</b>	<b>\$ 19,450</b>	<b>\$ 38,500</b>
Caltrans Traffic Signal Maintenance - Zone A	3,000	
Contra Costa county Public Works Traffic Signal - Zone A	8,000	
Labor, materials and equipment for maintenance - Zone A	1,000	
Pacific Site Management - Zone A	1,500	
Caltrans Traffic Signal Maintenance - Zone B	3,500	
Contra Costa county Public Works Traffic Signal - Zone B	5,500	
Labor, materials and equipment for maintenance - Zone B	15,000	
Pacific Site Management - Zone B	1,000	
<b>Total Professional/Administrative Services</b>	<b>\$ 56,500</b>	
<b>4310X Utilities</b>	<b>\$ 16,695</b>	<b>\$ 16,695</b>
Water (EBMUD) - Zone A	\$ 3,800	
Electricity & Power - Zone A	4,765	
Water (EBMUD) - Zone B	2,800	
Electricity & Power - Zone B	5,330	
<b>47202 Kaiser Medians</b>	<b>\$ 5,720</b>	<b>\$ 5,720</b>
Capital Replacement Fund- Zone A	\$ 2,600	
PG&E Street and highway lighting - Zone B	\$ 3,120	

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**SEWER ENTERPRISE FUND - 500  
SEWER TREATMENT PLANT - 641**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salaries & Wages - 401	741,861	878,466	888,010	1,088,962	1,307,576	218,614	17%
Overtime - 402	29,534	30,180	26,271	36,010	36,476	466	1%
Employee Benefits - 410	837,547	1,025,647	475,733	547,954	622,392	74,438	12%
<b>Total Personnel</b>	<b>1,608,943</b>	<b>1,934,293</b>	<b>1,390,014</b>	<b>1,672,926</b>	<b>1,966,444</b>	<b>293,518</b>	<b>15%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	348,643	194,110	117,017	373,000	416,814	43,814	11%
Other Operating Expenses - 43	736,747	827,105	583,167	630,000	710,000	80,000	11%
Materials & Supplies - 44	737,165	924,111	744,021	1,494,000	1,479,000	(15,000)	-1%
<b>Total Services and Supplies</b>	<b>1,822,556</b>	<b>1,945,326</b>	<b>1,444,204</b>	<b>2,497,000</b>	<b>2,605,814</b>	<b>108,814</b>	<b>4%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47*	172,459	604	116,967	1,365,382	4,401,597	3,036,215	69%
<b>Total Capital Outlay</b>	<b>172,459</b>	<b>604</b>	<b>116,967</b>	<b>1,365,382</b>	<b>4,401,597</b>	<b>3,036,215</b>	<b>69%</b>
<b>Indirect Cost Allocations</b>							
Administrative Debits - 46122	276,932	303,060	163,728	257,116	285,041	27,925	10%
IS Charges - 46124	29,901	33,067	32,826	77,577	82,394	4,818	6%
Legal Charges - 46126	5,997	1,577	-	15,000	15,000	-	0%
General Liability Insurance - 46201	48,175	61,893	69,389	64,370	95,648	31,278	33%
<b>Total Indirect Cost Allocations</b>	<b>361,005</b>	<b>399,597</b>	<b>265,943</b>	<b>414,063</b>	<b>478,083</b>	<b>64,021</b>	<b>13%</b>
<b>Depreciation</b>							
Depreciation Expense - 47401	394,657	438,859	108,435	340,000	340,000	-	0%
<b>Total Depreciation</b>	<b>394,657</b>	<b>438,859</b>	<b>108,435</b>	<b>340,000</b>	<b>340,000</b>	<b>-</b>	<b>0%</b>
<b>Total</b>	<b>4,359,619</b>	<b>4,718,679</b>	<b>3,325,563</b>	<b>6,289,371</b>	<b>9,791,938</b>	<b>3,502,568</b>	<b>36%</b>

\*See CIP

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Public Works

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 85,000</b>	<b>\$ 125,814</b>
Engineering contract services	\$ 50,000	
PCTV quarterly subcommittee meeting	5,000	
Railroad Ave. bridge right of way study	30,000	
RO2102 Tennent Ave. Rehabilitation	814	
Sewer rate review	40,000	
<b>42107 Equipment Maintenance</b>	<b>\$ 110,000</b>	<b>\$ 110,000</b>
Equipment service	\$ 110,000	
<b>42108 Maintenance Structure/Imp</b>	<b>\$ 78,000</b>	<b>\$ 78,000</b>
Janitorial services	\$ 10,000	
Various structure refurbishment	68,000	
<b>42109 Compliance Inspections</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>
Laboratory supplies and safety equipment	\$ 15,000	
Public outreach materials	10,000	
Sampling analysis	10,000	
<b>42201 Office Expense</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>
Miscellaneous office supplies	\$ 7,000	
<b>4230X Travel and Training</b>	<b>\$ 28,000</b>	<b>\$ 31,000</b>
42301 State Certified operators training	\$ 7,000	
42301 Class B Driver License Training	20,000	
42302 Mileage, Air	3,000	
42303 Meal Allowance	1,000	
<b>42401 Memberships</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
Bay Area Clean Water Assoc.(BACWA)	\$ 12,000	
Joint CWEA/WEF membership	4,000	
Technical publications	4,000	
<b>42511 Equipment Rental</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
	\$ 10,000	
<b>Total Professional/Administrative Services</b>		<b>\$ 416,814</b>
<b>4310X Utilities</b>	<b>\$ 630,000</b>	<b>\$ 710,000</b>
PG&E	\$ 700,000	
EBMUD	10,000	
<b>Total Other Operating Expenses</b>		<b>\$ 710,000</b>
<b>44301 Fuel</b>	<b>\$ 10,000</b>	<b>\$ 20,000</b>
<b>44302 Sludge Removal</b>	<b>\$ 280,000</b>	<b>\$ 250,000</b>
Digester Cleaning	\$ 250,000	
<b>44303 Chemicals</b>	<b>\$ 750,000</b>	<b>\$ 750,000</b>
Chemicals for Plant Operations	\$ 750,000	
<b>44304 Permit Fees</b>	<b>\$ 129,000</b>	<b>\$ 129,000</b>
BAAQMD	\$ 16,000	
BACQA	16,000	
NPDES permit fee renewal	75,000	
Regional Monitoring of Metals (SFEI)	22,000	
<b>44305 Laboratory Operations</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>
Accelerated Chronic Toxicity Testing	\$ 15,000	

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Laboratory supplies	85,000		
<b>44306 Maintenance Supplies</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	
	\$ 200,000		
<b>44410 Safety Clothing</b>	<b>\$ 25,000</b>	<b>\$ 30,000</b>	
Laundry service for uniforms, safety shoes/boots, gloves, etc.	\$ 30,000		
<b>Total Materials and Supplies</b>			<b>\$ 1,479,000</b>
<b>47101 Equipment</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	
Depreciation- Pinole only	\$ 340,000		
<b>47104 Vehicles</b>	<b>\$ 125,000</b>	<b>\$ 175,000</b>	
WPCP Staff Vehicle	\$ 50,000		
Portable self priming pump	125,000		
<b>47201 Improvements/Building</b>	<b>\$ 1,230,000</b>	<b>\$ 4,120,000</b>	
As-Built WWTP Drawings	25,000		
Boiler Rehabilitation	45,000		
Centrifuge Feed Pump Replacement	50,000		
Digester Feed Pump Replacement	75,000		
Energy Recovery Building and Admin Roof	80,000		
Misc. Plant Improvements	75,000		
SCADA System Upgrade	45,000		
SS2002 Water Pollution Control Plant Lab Remodel	100,000		
SS2101 Second Clarifier - Center Column Rehabilitation	425,000		
SS2102 Air Release Valve Replacement	50,000		
SS2203 Effluent Outfall Project Design	3,150,000		
<b>47205 Improvements/Street</b>	<b>\$ 10,382</b>	<b>\$ 106,597</b>	



Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Public Works

**SEWER ENTERPRISE FUND - 500  
SEWER COLLECTION - 642**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salaries & Wages - 401	252,977	262,761	211,381	280,342	288,292	7,950	3%
Overtime - 402	5,318	5,583	6,484	3,319	2,706	(613)	-23%
Employee Benefits - 410	115,501	142,473	124,505	168,125	173,342	5,217	3%
<b>Total Personnel</b>	<b>373,796</b>	<b>410,817</b>	<b>342,370</b>	<b>451,786</b>	<b>464,340</b>	<b>12,554</b>	<b>3%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	88,227	143,904	180,943	307,984	656,650	348,666	53%
Other Operating Expenses - 43	13,845	12,281	9,313	13,500	13,500	-	0%
Materials & Supplies - 44	12,054	14,928	17,307	14,700	17,000	2,300	14%
<b>Total Services and Supplies</b>	<b>114,125</b>	<b>171,113</b>	<b>207,563</b>	<b>336,184</b>	<b>687,150</b>	<b>350,966</b>	<b>51%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	147,743	854	19,385	2,192,553	11,133,000	8,940,447	80%
<b>Total Capital Outlay</b>	<b>147,743</b>	<b>854</b>	<b>19,385</b>	<b>2,192,553</b>	<b>11,133,000</b>	<b>8,940,447</b>	<b>80%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46121	(90,247)	(99,664)	(86,110)	(112,295)	(116,396)	(4,101)	4%
Administrative Debits - 46122	375,401	410,663	337,224	541,736	524,579	(17,157)	-3%
IS Charges - 46124	19,259	20,783	21,504	47,155	58,440	11,284	19%
Legal Charges - 46126	855	1,621	-	15,000	15,000	-	0%
General Liability Insurance - 46201	12,664	15,177	16,719	15,510	19,812	4,302	22%
<b>Total Indirect Cost Allocations</b>	<b>317,932</b>	<b>348,580</b>	<b>289,337</b>	<b>507,106</b>	<b>501,435</b>	<b>(5,672)</b>	<b>-1%</b>
<b>Depreciation</b>							
Depreciation Expense - 47401	101,616	364,510	34,401	-	-	-	0%
<b>Total Depreciation</b>	<b>101,616</b>	<b>364,510</b>	<b>34,401</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Total</b>	<b>1,055,212</b>	<b>1,295,873</b>	<b>893,056</b>	<b>3,487,629</b>	<b>12,785,925</b>	<b>9,298,295</b>	<b>73%</b>
<b>MEASURE S - 2014 FUND - 106</b>							
Asset Acquisition/Improvement - 47*	-	50,563	-	-	-	-	0%
<b>Total Measure S - 2014</b>	<b>-</b>	<b>50,563</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Growth Impact Fund - 276</b>							
Asset Acquisition/Improvement - 47*	-	-	-	-	600,000	600,000	0%
<b>Total Growth Impact Fund - 276</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>600,000</b>	<b>600,000</b>	<b>0%</b>

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Department Budgets – Public Works

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 255,000</b>	<b>\$ 585,000</b>
Contractors for isolated emergency repairs	\$ 50,000	
CCTV Large Sewer pipes	50,000	
Sanitary Sewer overflow mitigation	120,000	
Sewer flow modeling	10,000	
Wildan Assessment services	5,000	
Misc. Professional Services	350,000	
<b>42107 Equipment Maintenance</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
Vehicle maintenance and repair	\$ 20,000	
<b>42108 Maintenance Structure/Imp</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
	\$ 2,500	
<b>42201 Office Expense</b>	<b>\$ 150</b>	<b>\$ 150</b>
Office supplies, includes reprinting of map books.	\$ 150	
<b>42301 Travel and Training</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
Technical training programs for sewer maintenance, confined space entry and street safety procedures.	\$ 1,000	
<b>42401 Memberships</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
Joint CWEA/WEF membership	\$ 765	
Technical publications	\$ 235	
<b>42510 Software Purchase</b>	<b>\$ 8,334</b>	<b>\$ 12,000</b>
Asset Management Software-annual license fee	\$ 12,000	
<b>42511 Equipment Rent</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
	\$ 5,000	
<b>42514 Special Department Expense</b>	<b>\$ 15,000</b>	<b>\$ 30,000</b>
Maintenance materials (asphalt, concrete, pipe, hardware, etc.)	\$ 30,000	
<b>Total Professional/Administrative Services</b>		<b>\$ 656,650</b>
<b>4310X Utilities</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>
PG&E	\$ 9,000	
EBMUD	4,500	
<b>44301 Fuel</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>
<b>44304 Permit Fee</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>
SWRCB Permit Fee	\$ 3,000	
<b>44410 Safety Clothing</b>	<b>\$ 3,700</b>	<b>\$ 6,000</b>
Uniforms, coveralls, foul weather gear, gloves	\$ 6,000	
<b>47104 Vehicles</b>	<b>\$ 207,700</b>	<b>\$ -</b>
Hydro Flush Truck	-	
<b>47201 Improvements</b>	<b>\$ 1,984,853</b>	<b>\$ 11,133,000</b>
Deferred Collection repairs	\$ 250,000	
SS1702 Sewer Pump Rehab	\$ 6,783,000	
SS2201 Sanitary Sewer Rehabilitation	4,100,000	
<b>Growth Impact Fund - 276</b>		
<b>47207 Improvements/Sewer Lines</b>	<b>\$ -</b>	<b>\$ 600,000</b>
SS2201 Sanitary Sewer Rehabilitation	\$ 600,000	

**SEWER ENTERPRISE PLANT EXPANSION FUND - 503  
 SEWER PROJECTS - SHARED - 643**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Service and Supplies</b>							
Professional & Administrative Services - 42	3,500	25	16,444	-	-	-	0%
<b>Total Services and Supplies</b>	<b>3,500</b>	<b>25</b>	<b>16,444</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Capital Outlay</b>							
Asset Acquisition /Improvement - 47	0	0	0	0	0	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Legal Charges - 46126	11,920	89,571	4,179	-	-	-	0%
<b>Total Indirect Cost Allocations</b>	<b>11,920</b>	<b>89,571</b>	<b>4,179</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Depreciation</b>							
Depreciation Expense - 47401	620,304	620,415	155,104	-	-	-	0%
<b>Total Depreciation</b>	<b>620,304</b>	<b>620,415</b>	<b>155,104</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Total</b>	<b>635,724</b>	<b>710,011</b>	<b>175,727</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	\$ -	\$ -
Construction Management of Plant Upgrades	\$ -	-
Hercules-Construction management of plan		
<b>42501 Bank Fees</b>	\$ -	\$ -
Wells Fargo Bank Fees	\$ -	-
<b>47201 Building</b>	\$ -	\$ -
WPCP upgrades- Contingency	\$ -	-
WPCP upgrades- HDR	\$ -	-
WPCP upgrades- Hercules Share	\$ -	-
WPCP upgrades- Kiewit	-	-

**SEWER ENTERPRISE FUND - 500**  
**WPCP / EQUIPMENT AND DEBT SERVICE (PINOLE ONLY) - 644**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Service and Supplies</b>							
Professional & Administrative Services - 42	-	-	-	-	-	-	0%
<b>Total Services and Supplies</b>	-	-	-	-	-	-	<b>0%</b>
<b>Debt Service</b>							
Debt Principal - 48101	-	-	341,000	1,020,383	1,037,932	17,549	2%
Debt Interest - 48102	621,332	596,719	181,440	591,241	569,544	(21,697)	-4%
Cost of Issuance - 48103	-	-	-	-	-	-	0%
<b>Total Debt Service</b>	<b>621,332</b>	<b>596,719</b>	<b>522,440</b>	<b>1,611,624</b>	<b>1,607,476</b>	<b>(4,148)</b>	<b>0%</b>
<b>Total</b>	<b>621,332</b>	<b>596,719</b>	<b>522,440</b>	<b>1,611,624</b>	<b>1,607,476</b>	<b>(4,148)</b>	<b>0%</b>

**SEWER ENTERPRISE PLANT EXPANSION FUND - 503**

Professional & Administrative Services - 42	-	-	-	-	-	-	0%
Legal Charges - 46126	-	-	-	-	-	-	0%
	-	-	-	-	-	-	<b>0%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	\$ -	\$ -
Auditing Services	\$ -	
<b>4810X Wastewater Revenue Bonds, Series 2016</b>	\$ 522,440	\$ 518,292
48101 - Principal	\$ 347,000	
48102 - Interest	171,292	
<b>4810X 2016 Clean Water State Revolving fund loan</b>	\$ 1,089,184	\$ 1,089,184
48101 - Principal	\$ 690,932	
48102 - Interest	398,252	

**SEWER ENTERPRISE PLANT EXPANSION FUND - 503**

<b>42501 Bank Fees</b>	\$ -	\$ -
Wells Fargo Bank Fees	\$ -	

## **COMMUNITY DEVELOPMENT**

The Community Development Department is comprised of the following divisions:

- Planning;
- Building;
- Code Enforcement;
- Affordable Housing;
- Economic Development; and
- Redevelopment Successor Agency

### **Mission**

The mission of the Community Development Department is to guide orderly growth and development in Pinole, consistent with the General Plan and priorities of the City Council, and to protect the quality of life, health, safety, and welfare of residents.

### **Major Services and Functions**

The Planning Division administers and implements the General Plan and Zoning Code for the City. It processes land use and development applications, which include use permits, design review requests, and subdivisions. The Planning Division seeks to deliver on its mission with the highest regard for time, accuracy, completion, customer satisfaction, and overall well-being of the City consistent with local, State, and federal laws. Planning staff participate in multi-modal transportation and circulation planning.

The Building Division issues building permits and provides building, electrical, mechanical, plumbing, Title-24, and accessibility inspections for new construction, additions, and alterations of commercial, residential, and public projects to ensure a safe environment for the Pinole community. The division also performs rental housing inspections on a recurring basis and business license inspections on an as-needed basis. The division investigates citizens' complaints pertaining to construction code compliance and/or health and safety issues in a prompt and courteous manner.

The Code Enforcement Division investigates and addresses citizens' complaints of health and safety issues. These issues include blight and graffiti, abandoned vehicles, and illegal dumping. The division is complaint driven and maintains a proactive environment to help solve community problems in a collaborative and effective manner.

The Affordable Housing Division functions include ensuring that facilities that have received City financial assistance to create affordable housing units comply with affordability agreements and investing limited City affordable housing resources to provide affordable housing units and support to the homeless.

The Economic Development Division is a relatively new division, instituted in FY 2021/22. It coordinates with the City Manager department to create economic development strategies for the City and is responsible for carrying out those strategies.

The purpose of the Redevelopment Successor Agency Division is to effectively wind down the activities of the Redevelopment Successor Agency by administering the remaining enforceable obligations.

## **FY 2022/23 Key Accomplishments**

### Baseline Work (Including Staff-Initiated Special Projects)

- Upgraded and migrated the City’s current outdated permitting system, including a new online citizen portal for paperless Building, Planning, Public Works and Finance permitting and licensing, in addition to other integrations such as GIS and code enforcement tools
- Continued to develop and refine forms, policies and procedures related to building and planning permits and code enforcement processes
- Lead the recommencement the Development Impact Fee study
- Secured a \$40,000 grant to implement an automated solar permitting application for residential rooftop solar installations, creating efficiencies and enhancing the City’s compliance with solar permitting regulations
- In the first three quarters of FY 2022/23, guided the issuance of 454 construction permits with a value of almost \$9 million
- In the first three quarters of FY 2022/23, performed 1,599 inspections for building, electrical, mechanical, plumbing, Title-23 and accessibility inspections for new construction, additions and alternations of commercial, residential and public projects
- Launched GreenHalo waste management/recycling tracking system in order to automate the management, verification and filing of recovery reports
- Continued to offer “Solar Tuesdays” over the counter solar permitting and introduced “Minor Permit Thursdays” to expedite permit processing for minor projects including reroofs, water heater replacements, window and door retrofit and repair and kitchen and bathroom remodels
- Conducted outreach and prepared updates to the City’s General Plan Elements (Housing, Safety and Health/Environmental Justice)
- Partnered with Strategic Energy Institute to engage a Climate Corps Fellow to provide assistance for sustainability initiatives
- Submitted reimbursement for LEAP and REAP grant funding (totaling \$85,000 for Housing Element update activities)
- Initiated project to create objective design and development standards
- Developed and presented a framework for outdoor dining/parklet regulations to the City Council
- In the first three quarters of FY22/23, opened 485 and closed 444 code enforcement cases and performed 1,782 code enforcement inspections

- Established a Tobacco Retailer License fee and ensured that tobacco retailers comply with application requirements
- Assisted the Department of Public Works and the City Attorney’s Office on the sale of 612 Tennent Avenue (the “Collin’s House”) and development of four housing units at the site, including one affordable unit
- Worked with the developer of the 811 San Pablo Avenue project (SAHA) to request additional Housing Funds in the form of an enhanced construction loan, and held a “TEFRA” hearing to support the issuance of tax exempt revenue bonds for the project

### Strategic Plan Strategies

- Prepared and adopted a five-year Economic Development Strategy (a *Strategic Plan* item) and commenced year one activities

### Other Council-Directed Special Projects

- With the Finance Department, assisted with research on environmental purchasing policies/practices
- With the City Manager Department, assisted with Earth Month events in Pinole
- Designed, launched and administered the Pinole Perks Community Gift Card program, which has resulted in over \$140,000 at local independent businesses
- Began to prepare the City’s first Climate Action and Adaptation Plan
- Conducted outreach related to single use plastics, including hosting a Single Use Plastics expo and seeking resident and business input through a survey and commence drafting recommendations for single use plastic regulations
- Presented background information on Just Cause Eviction regulations to the City Council

## **FY 2023/24 Key Priorities and Projects**

### Baseline Work (Including Staff-Initiated Special Projects)

- Commence implementation of a variety of Year I 6<sup>th</sup> Cycle Housing Element programs
- Continue to partner with SEI to engage a Climate Corps fellow to provide assistance for sustainability initiatives
- Work with the new owner of Pinole Square (Tara Hills Safeway) on redevelopment of the site
- With the Finance department, prepare and present recommended updates to development impact fees
- With the Planning Commission, prepare regulations for outdoor dining/parklets for City Council consideration
- Prepare and adopt objective design and development standards; evaluate required/desired updates to the General Plan, Specific Plan and Zoning Ordinance and Old Town Design Guidelines

- Implement improved/enhanced residential rental housing inspection program
- Complete the sale and transfer of the affordable housing fund and Redevelopment Successor Agency surplus properties
- Nurture an inviting climate for doing business in Pinole

#### Strategic Plan Strategies

- Continue to implement year one activities of the Economic Development Strategy
- Evaluate the need to update the General Plan and Three Corridors Specific Plan Environmental Impact Report so that high-density residential projects could utilize the EIR for project-specific environmental clearances, which would encourage streamlining the rehabilitation and reuse of undeveloped or under-developed properties (*Strategic Plan Goal 1, Strategy 1*)

#### Other Council-Directed Special Projects

- Complete development of the Climate Action and Adaptation Plan (CAAP)
- Complete development of regulations regarding single-use plastics
- Complete research on options for just cause eviction regulations
- Complete research on steps the City would need to take to establish a public bank
- Implement a City of Pinole job fair
- Implement a weatherization program
- Recommend options for Old Town wayfinding signage
- Conduct an electric vehicle (EV) charging station feasibility study
- Create, with Community Services, a public art program and City mural program update
- Establish a business development/community help reserve
- Establishing a revitalization reserve

#### **Significant Special Projects for FY 2024/25 through FY 2027/28**

- Continue to make progress on Year 2 and Year 3 Housing Element programs
- Continue to make progress on Year 2 and Year 3 Economic Development Strategy action items
- Monitor the need, if applicable, to update the entire General Plan and Three Corridors Specific Plan
- Seek grant opportunities to help Pinole create a stronger “sense of place”
- Conclude repayment of outstanding Redevelopment Successor Agency bond obligations
- Close-out the operations of the Redevelopment Successor Agency following payment of all obligations



### Major Changes in FY 2023/24 Budget

The Community Development Department budget for FY 2023/24 does not include major changes relative to the FY 2022/23 budget. FY 2022/23 was a year of finding stability in the Department following the restructuring in FY 2021/22. The restructuring served to develop efficient and thoughtful succession planning retention strategies, bring formerly contracted out inspection services in-house and fill vacancies. The focus in FY 2023/24 will be to fill two vacant positions and continue to nurture stability, collegiality, and teamwork with coworkers, internal and external customers.

### Position Summary

<b>Position</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>
Development Services Director	0.50	0.50	0.00	0.00	0.00
Community Development Director	0.00	0.00	1.00	1.00	1.00
Planning Manager	1.00	1.00	1.00	1.00	1.00
Senior Building Inspector	1.00	1.00	1.00	0.00	0.00
Building Official	0.00	0.00	0.00	1.00	1.00
Building Inspector	0.00	1.00	1.00	0.00	0.00
Building Inspector I/II	0.00	0.00	0.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	1.00	0.00	0.00
Code Enforcement Officer I/II	0.00	0.00	0.00	1.00	1.00
Permit Technician	2.00	2.00	2.00	0.00	0.00
Permit Technician I/II/III	0.00	0.00	0.00	2.00	2.00
Administrative Coordinator (shared with Public Works)	0.00	0.00	0.00	0.50	0.50
<b>Total</b>	<b>5.5</b>	<b>6.50</b>	<b>7.00</b>	<b>7.50</b>	<b>7.50</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Development

**COMMUNITY DEVELOPMENT BUDGET SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>REVENUE / FUNDING SOURCE</b>							
General Fund - 100	173,504	263,181	289,785	526,464	605,617	79,153	13%
Measure S 2014 - 106	-	-	-	20,000	20,000	-	0%
Building and Planning - 212	987,604	1,785,329	1,445,846	2,326,894	2,151,428	(175,466)	-8%
Housing Assets for Resale - 285	44,092	97,581	107,886	388,685	339,254	(49,431)	-15%
Recognized Obligation Retirement Fund - 750	352,370	261,330	204,174	227,378	251,177	23,799	9%
<b>Total</b>	<b>1,557,569</b>	<b>2,407,421</b>	<b>2,047,691</b>	<b>3,489,421</b>	<b>3,367,475</b>	<b>(121,946)</b>	<b>-4%</b>
<b>EXPENDITURES BY CATEGORY</b>							
<b>Personnel</b>							
Salaries & Wages - 401	355,144	500,268	407,375	697,688	983,768	286,080	29%
Overtime - 402	2,042	174	544	12,722	13,417	695	5%
Employee Benefits - 410	148,375	188,736	207,803	327,998	443,223	115,225	26%
<b>Total Personnel</b>	<b>505,562</b>	<b>689,178</b>	<b>615,722</b>	<b>1,038,408</b>	<b>1,440,408</b>	<b>402,000</b>	<b>28%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	519,166	1,207,207	915,030	1,746,556	1,394,828	(351,728)	-25%
Other Operating Expenses - 43	16,236	6,483	5,821	8,150	8,150	-	0%
Materials & Supplies - 44	996	1,090	841	5,500	5,500	-	0%
<b>Total Services and Supplies</b>	<b>536,398</b>	<b>1,214,780</b>	<b>921,692</b>	<b>1,760,206</b>	<b>1,408,478</b>	<b>(351,728)</b>	<b>-25%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	-	2,943	-	5,500	5,500	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>2,943</b>	<b>-</b>	<b>5,500</b>	<b>5,500</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46	(18,046)	(368,139)	(183,898)	(416,269)	(548,456)	(132,187)	24%
Administrative Debits - 46	337,276	652,746	396,807	683,151	730,556	47,405	6%
IS Charges - 46	31,872	47,340	156,105	288,986	160,026	(128,960)	-81%
Legal Charges - 46	137,269	125,914	82,579	75,000	100,000	25,000	25%
General Liability Insurance - 46	27,239	42,660	58,684	54,439	70,963	16,524	23%
<b>Total Indirect Cost Allocations</b>	<b>515,609</b>	<b>500,521</b>	<b>510,277</b>	<b>685,307</b>	<b>513,089</b>	<b>(172,218)</b>	<b>-34%</b>
Operating Transfers Out - 49	-	-	-	-	-	-	0%
<b>Total</b>	<b>1,557,569</b>	<b>2,407,421</b>	<b>2,047,691</b>	<b>3,489,421</b>	<b>3,367,475</b>	<b>(121,946)</b>	<b>-4%</b>
<b>EXPENDITURES BY PROGRAM</b>							
Development Services Planning - 461	432,647	861,887	842,447	1,334,477	1,003,846	(330,631)	-33%
Development Services Building - 462	565,540	1,035,537	693,037	1,143,045	1,224,667	81,622	7%
Successor Agency to the Pinole Redevelopment - 463	352,370	261,330	204,174	227,378	251,177	23,799	9%
Housing Administration - 464	44,092	50,199	69,717	335,249	278,881	(56,368)	-20%
Code Enforcement - 465	162,921	198,324	160,040	272,452	281,912	9,460	3%
Economic Development - 466	-	145	78,276	176,820	326,992	150,172	46%
<b>Total</b>	<b>1,557,569</b>	<b>2,407,421</b>	<b>2,047,691</b>	<b>3,489,421</b>	<b>3,367,475</b>	<b>(121,946)</b>	<b>-4%</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Development

**BUILDING & PLANNING FUND - 212**  
**DEVELOPMENT SERVICES - PLANNING - 461**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salaries & Wages - 401	141,945	275,915	260,412	358,220	388,286	30,066	8%
Employee Benefits - 410	46,690	124,520	148,086	199,910	220,824	20,914	9%
<b>Total Salary &amp; Benefits</b>	<b>188,635</b>	<b>400,436</b>	<b>408,498</b>	<b>558,130</b>	<b>609,110</b>	<b>50,980</b>	<b>8%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	188,051	460,915	442,706	825,844	483,094	(342,750)	-71%
Other Operating Expenses - 43	2,348	1,487	1,336	1,550	1,550	-	0%
Materials & Supplies - 44	996	651	481	1,500	1,500	-	0%
<b>Total Services and Supplies</b>	<b>191,394</b>	<b>463,053</b>	<b>444,523</b>	<b>828,894</b>	<b>486,144</b>	<b>(342,750)</b>	<b>-71%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	-	1,034	-	2,000	2,000	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>1,034</b>	<b>-</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46121	(18,046)	(326,336)	(144,588)	(269,766)	(305,167)	(35,401)	12%
Administrative Debits - 46122	6,474	174,800	-	16,906	77,009	60,103	78%
IS Charges - 46124	-	462	6,450	2,188	5,033	2,845	57%
Legal Charges - 46126	45,975	16,272	15,830	25,000	25,000	-	0%
General Liability Insurance - 46201	7,632	20,072	22,095	20,497	27,632	7,135	26%
<b>Total Indirect Cost Allocations</b>	<b>42,035</b>	<b>(114,730)</b>	<b>(100,212)</b>	<b>(205,175)</b>	<b>(170,493)</b>	<b>34,682</b>	<b>-20%</b>
<b>Total</b>	<b>422,064</b>	<b>749,792</b>	<b>752,809</b>	<b>1,183,849</b>	<b>926,760</b>	<b>(257,089)</b>	<b>-28%</b>
<b>GENERAL FUND - 100</b>							
Professional & Administrative Services - 42	1,560	7,635	4,599	5,000	5,000	-	0%
Administrative Debits - 46122	9,023	57,077	46,870	72,192	11,713	(60,479)	-516%
<b>Total</b>	<b>10,583</b>	<b>64,712</b>	<b>51,469</b>	<b>77,192</b>	<b>16,713</b>	<b>(60,479)</b>	<b>-362%</b>
<b>MEASURE S - 2014 FUND - 106</b>							
Professional & Administrative Services - 42	-	-	-	20,000	-	(20,000)	0%
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>-</b>	<b>(20,000)</b>	<b>0%</b>
<b>Housing Fund - 285</b>							
Administrative Debits - 46122	-	47,382	38,169	53,436	60,373	6,937	11%
<b>Total</b>	<b>-</b>	<b>47,382</b>	<b>38,169</b>	<b>53,436</b>	<b>60,373</b>	<b>(13,063)</b>	<b>-22%</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Development

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 742,350</b>	<b>\$ 404,350</b>
Climate Action Plan (Remainder of Work)	\$ 50,000	
Contract Planning Augmentation (2-3 days/week)	160,000	
General Plan Update (Remainder of Work)	30,000	
Housing Element Implementation	20,000	
Project Traffic Studies and CEQA Assistance	30,000	
Scanning/Archiving	50,000	
SEI Climate Corps Fellow (July-June, 12 months)	61,000	
Translation Services	3,350	
<b>4220X Office Expense</b>	<b>\$ 31,000</b>	<b>\$ 26,000</b>
42201 Miscellaneous office supplies	\$ 1,000	
42202 Printing Notifications to the Community	10,000	
42202 Single Use Plastic Outreach	10,000	
42203 Mailing Notifications to the Community	5,000	
<b>4230X Travel and Training</b>	<b>\$ 12,600</b>	<b>\$ 12,575</b>
42301 California APA Annual Conference (2)	\$ 1,250	
42301 League- PC Conference (5 Commissioners)	3,375	
42301 League- PC Conference (Staff) (2)	1,350	
42301 National APA Conference (virtual, staff) (2)	800	
42302 CA APA Conference Mileage, Toll, Air & Hotel (2)	800	
42302 CA League PC Conference Mileage, Toll, Air & Hotel (7)	3,500	
42303 Meal Allowance	1,500	
<b>42401 Memberships</b>	<b>\$ 1,482</b>	<b>\$ 1,757</b>
American Planning Assoc (APA) (2)	\$ 862	
Assoc of Environmental Planners (AEP) (2)	550	
CA Chapter APA Dues (2)	345	
<b>42504 Recruitment Costs</b>	<b>\$ -</b>	<b>\$ -</b>
<b>42514 Special Department Expense</b>	<b>\$ 38,412</b>	<b>\$ 38,412</b>
Publishing Legal Notices	\$ 10,000	
PCTV Planning Commission Meetings	20,412	
Meeting Minute Preparation	8,000	
<b>Total Professional/Administrative Services</b>		<b>\$ 483,094</b>
<b>4310X Utilities</b>	<b>\$ 1,550</b>	<b>\$ 1,550</b>
PG&E	\$ 1,400	
EBMUD	150	
<b>44301 Fuel</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>44410 Safety Clothing</b>	<b>\$ 500</b>	<b>\$ 500</b>
Uniform	500	
<b>General Fund - 100</b>		
<b>42101 Professional Services</b>	<b>\$ -</b>	<b>\$ -</b>
Economic Development - Staff Support (moved to Economic Dev. Division)	\$ -	
<b>42514 Special Departmental</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
	\$ 5,000	
<b>MEASURE S - 2014 FUND - 106</b>		
<b>42101 Professional Services</b>	<b>\$ 20,000</b>	<b>\$ -</b>
Business Development/Community Help Reserve	\$ -	
Revitalization Reserve	-	
<i>(Moved to Economic Development division FY23/24)</i>		

**BUILDING & PLANNING FUND - 212**  
**DEVELOPMENT SERVICES - BUILDING DIVISION - 462**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salaries & Wages - 401	96,147	127,857	135,374	225,278	508,132	282,854	56%
Overtime - 402	2,042	67	55	6,376	7,315	939	13%
Employee Benefits - 410	78,275	41,226	51,269	98,798	177,046	78,248	44%
<b>Total Salary &amp; Benefits</b>	<b>176,464</b>	<b>169,150</b>	<b>186,698</b>	<b>330,452</b>	<b>692,493</b>	<b>362,041</b>	<b>52%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	262,609	701,670	291,427	435,598	371,248	(64,350)	-17%
Other Operating Expenses - 43	5,927	3,761	3,375	4,500	4,500	-	0%
Materials & Supplies - 44	-	-	105	1,500	1,500	-	0%
<b>Total Services and Supplies</b>	<b>268,536</b>	<b>705,432</b>	<b>294,907</b>	<b>441,598</b>	<b>377,248</b>	<b>(64,350)</b>	<b>-17%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	-	1,909	-	3,500	3,500	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>1,909</b>	<b>-</b>	<b>3,500</b>	<b>3,500</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46121	-	(41,803)	(39,310)	(146,503)	(243,289)	(96,786)	40%
Administrative Debits - 46122	72,697	124,977	75,520	192,343	198,073	5,730	3%
IS Charges - 46124	31,872	46,415	143,205	284,610	149,961	(134,649)	-90%
Legal Charges - 46126	536	12,142	2,862	10,000	10,000	-	0%
General Liability Insurance - 46201	15,435	17,315	29,154	27,045	36,681	9,636	26%
<b>Total Indirect Cost Allocations</b>	<b>120,540</b>	<b>159,046</b>	<b>211,431</b>	<b>367,495</b>	<b>151,426</b>	<b>(216,069)</b>	<b>-143%</b>
<b>Total</b>	<b>565,540</b>	<b>1,035,537</b>	<b>693,037</b>	<b>1,143,045</b>	<b>1,224,667</b>	<b>81,622</b>	<b>7%</b>

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Department Budgets – Community Development

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 393,500</b>	<b>\$ 338,675</b>
Backfill Permit Tech (sick, backlog)	15,000	
Contract Plan Check - Appian Village	40,000	
Contract Plan Check - BCRE	61,055	
Contract Plan Check - Other Routine	50,000	
Inspection Services (Backfill Vacant) (2)	23,040	
Inspector Services for Multi-Family Projects (4)	46,080	
Rental Inspection Services	50,000	
Scanning/Archiving	50,000	
Translation Services	3,500	
<b>42106 Software Maintenance</b>	<b>\$ 10,888</b>	<b>\$ 8,888</b>
BlueBeam Annual Maintenance	\$ 3,800	
Green Halo (Waste Tracking)	3,288	
R.S. Means (Valuation)	1,800	
<b>42107 Equipment Maintenance</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
Equipment and vehicle maintenance	\$ 1,000	
<b>42108 Building-Structure Maintenance</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>42201 Office Expense</b>	<b>\$ 4,000</b>	<b>\$ 3,000</b>
Miscellaneous Office Expenses	3000	
<b>4230X Travel and Training</b>	<b>\$ 8,400</b>	<b>\$ 10,875</b>
42301 CALBO Business Meeting (March)	\$ 695	
42301 CALBO Education Week (August)	2,580	
42301 Other Educational/Training	2,500	
42301 Permit Tech Certification	300	
42302 CALBO Business Meeting Air & Hotel	1,000	
42302 CALBO Education Week Hotel	3,000	
42302 CALBO Education Week Parking and Mileage	400	
42303 Travel and Training/Meal Allowance	400	
<b>42401 Memberships</b>	<b>\$ 730</b>	<b>\$ 730</b>
California Building Officials (CALBO)	\$ 215	
Electrical Inspectors IAEI	120	
Mechanical and Plumbing Officials (IAMPO)	70	
ICC (General & Local)	325	
<b>42402 Subscriptions</b>	<b>\$ 6,080</b>	<b>\$ 2,080</b>
CALDAG (AD) Publication	\$ 80	
Construction Costing Publications	500	
Misc. Publications for new codes	1,000	
Permit Tech Publications	500	
<b>42501 Bank Fees</b>	<b>\$ 10,000</b>	<b>\$ 5,000</b>
Credit card charges	\$ 5,000	

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<b>42514 Special Department Expense</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
Updates of the assessor parcel information	\$	-		
Blueprints and permits to be scanned.		-		
<b>Total Professional/Administrative Services</b>			<b>\$</b>	<b>371,248</b>
<b>4310X Utilities</b>	<b>\$</b>	<b>4,500</b>	<b>\$</b>	<b>4,500</b>
PG&E	\$	4,000		
EBMUD		500		
<b>44410 Safety Clothing</b>	<b>\$</b>	<b>1,500</b>	<b>\$</b>	<b>1,500</b>
Clothing/Uniforms	\$	1,000		
Small tools	\$	500		
<b>47103 Furniture</b>	<b>\$</b>	<b>2,000</b>	<b>\$</b>	<b>2,000</b>
Ergonomic Chairs	\$	1,000		
Standing Desk		1,000		
<b>47106 Computer Equipment (not-capitalized)</b>	<b>\$</b>	<b>1,500</b>	<b>\$</b>	<b>1,500</b>
Tablet for Inspector	\$	1,500		

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Development

**RECOGNIZED OBLIGATION RETIREMENT FUND - 750  
SUCCESSOR AGENCY TO THE PINOLE REDEVELOPMENT AGENCY - 463**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	88,720	25,507	33,335	17,000	25,100	8,100	32%
Other Operating Expenses - 43	6,011	-	-	-	-	-	0%
<b>Total Services and Supplies</b>	<b>94,731</b>	<b>25,507</b>	<b>33,335</b>	<b>17,000</b>	<b>25,100</b>	<b>8,100</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Administrative Debits - 46122	188,704	162,116	135,861	190,378	206,077	15,699	8%
Legal Charges - 46126	68,935	73,708	34,979	20,000	20,000	-	0%
<b>Total Indirect Cost Allocations</b>	<b>257,638</b>	<b>235,823</b>	<b>170,839</b>	<b>210,378</b>	<b>226,077</b>	<b>15,699</b>	<b>7%</b>
<b>Total</b>	<b>352,370</b>	<b>261,330</b>	<b>204,174</b>	<b>227,378</b>	<b>251,177</b>	<b>23,799</b>	<b>9%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 17,000</b>	<b>\$ 25,100</b>
Amerinational Loan Servicing	\$ 9,000	
Auditing Services	1,680	
Bond Indenture Fees	4,640	
HDL Financial Reporting	9,780	



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Department Budgets – Community Development

**HOUSING ASSETS FUND - 285**  
**HOUSING ADMINISTRATION - 464**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	(21,774)	(27)	26,076	261,210	200,871	(60,339)	-30%
Other Operating Expenses - 43	1,951	1,234	1,110	2,100	2,100	-	0%
<b>Total Services and Supplies</b>	<b>(19,823)</b>	<b>1,207</b>	<b>27,185</b>	<b>263,310</b>	<b>202,971</b>	<b>(60,339)</b>	<b>-30%</b>
<b>Indirect Cost Allocations</b>							
Administrative Debits - 46122	60,378	44,591	36,774	51,939	55,910	3,971	7%
Legal Charges - 41427	3,536	4,401	5,759	20,000	20,000	-	0%
<b>Total Indirect Cost Allocations</b>	<b>63,914</b>	<b>48,992</b>	<b>42,532</b>	<b>71,939</b>	<b>75,910</b>	<b>3,971</b>	<b>5%</b>
Transfers Out - 49901	-	-	-	-	-	-	0%
<b>Total</b>	<b>44,092</b>	<b>50,199</b>	<b>69,717</b>	<b>335,249</b>	<b>278,881</b>	<b>(56,368)</b>	<b>-20%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 261,210</b>	<b>\$ 200,871</b>
Affordable Housing Loan Coordination (resale/refi)	\$ 8,000	
Affordable Housing NOFA	88,645	
Compliance Monitoring (23-24)	37,001	
Housing Asset Fund Policy Development	5,000	
Housing Fund Consultation Services	5,500	
Housing Successor Annual Report	6,725	
Nexus Study- In-Lieu Fee - Inclusionary Hsg	50,000	
<b>4310X Utilities</b>	<b>\$ 2,100</b>	<b>\$ 2,100</b>
PG&E	\$ 2,000	
EBMUD	100	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
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**GENERAL FUND - 100  
CODE ENFORCEMENT - 465**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salaries & Wages - 401	117,052	96,496	11,590	114,190	87,350	(26,840)	-31%
Overtime - 402	-	106	488	6,346	6,102	(244)	-4%
Employee Benefits - 410	23,410	22,989	8,448	29,290	45,353	16,063	35%
<b>Total Salary &amp; Benefits</b>	<b>140,463</b>	<b>119,592</b>	<b>20,525</b>	<b>149,826</b>	<b>138,805</b>	<b>(11,021)</b>	<b>-8%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 12	-	11,507	102,224	94,145	83,145	(11,000)	-13%
Materials & Supplies - 44	-	439	255	2,500	2,500	-	0%
<b>Total Services and Supplies</b>	<b>-</b>	<b>11,947</b>	<b>102,480</b>	<b>96,645</b>	<b>85,645</b>	<b>(11,000)</b>	<b>-13%</b>
<b>Indirect Cost Allocations</b>							
Administrative Debits - 46122	-	41,803	-	16,896	20,779	3,883	19%
IS Charges - 46124	-	462	6,450	2,188	5,033	2,845	57%
Legal Charges - 46126	18,288	19,247	23,150	-	25,000	-	0%
General Liability Insurance - 46201	4,171	5,273	7,435	6,897	6,650	(247)	-4%
<b>Total Indirect Cost Allocations</b>	<b>22,459</b>	<b>66,786</b>	<b>37,035</b>	<b>25,981</b>	<b>57,462</b>	<b>31,481</b>	<b>55%</b>
<b>Total</b>	<b>162,921</b>	<b>198,324</b>	<b>160,040</b>	<b>272,452</b>	<b>281,912</b>	<b>9,460</b>	<b>3%</b>
<b>MEASURE S - 2014 FUND - 106</b>							
Asset Acquisition/Improvement - 47	-	-	-	-	-	-	0%
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

		FY 2022/23		FY 2023/24
<b>42101 Professional Services</b>		<b>\$ 57,350</b>	<b>\$</b>	<b>41,350</b>
Seasonal Weed Abatement	\$ 35,000			
Show Cause Hearings	3,000			
Translation Services	3,350			
<b>4220X Office Expense</b>		<b>\$ 3,000</b>	<b>\$</b>	<b>6,500</b>
42201 Misc. Office Expense	\$ 1,000			
42202 Printing & Binding: Fire Season Letter	500			
42202 Printing & Binding: General Educational Materials	5,000			
<b>4230X Travel &amp; Training</b>		<b>\$ 3,700</b>	<b>\$</b>	<b>4,700</b>
42301 Conference registration	\$ 2,500			
42302 Mileage Air & Hotel	2,000			
42303 Meal Allowance	200			
<b>42401 Memberships</b>		<b>\$ 95</b>	<b>\$</b>	<b>595</b>
CACEO Membership	\$ 95			
ICC and CEOSF	500			
<b>42512 Abatement</b>		<b>\$ 30,000</b>	<b>\$</b>	<b>30,000</b>
Abatement Services	\$ 30,000			
<b>44301 Fuel</b>		<b>\$ 2,000</b>	<b>\$</b>	<b>2,000</b>
	\$ 2,000			
<b>44410 Safety Clothing</b>		<b>\$ 500</b>	<b>\$</b>	<b>500</b>
	\$ 500			

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**GENERAL FUND - 100  
ECONOMIC DEVELOPMENT - 466**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	-	-	14,662	87,759	206,370	118,611	57%
Materials & Supplies - 44	-	-	-	-	-	-	0%
<b>Total Services and Supplies</b>	<b>-</b>	<b>-</b>	<b>14,662</b>	<b>87,759</b>	<b>206,370</b>	<b>118,611</b>	<b>57%</b>
<b>Indirect Cost Allocations</b>							
Administrative Debits - 46122	-	-	63,614	89,061	100,622	11,561	11%
IS Charges - 46124	-	-	-	-	-	-	0%
Legal Charges - 46126	-	145	-	-	-	-	0%
General Liability Insurance - 46201	-	-	-	-	-	-	0%
<b>Total Indirect Cost Allocations</b>	<b>-</b>	<b>145</b>	<b>63,614</b>	<b>89,061</b>	<b>100,622</b>	<b>11,561</b>	<b>11%</b>
<b>Total</b>	<b>-</b>	<b>145</b>	<b>78,276</b>	<b>176,820</b>	<b>306,992</b>	<b>130,172</b>	<b>42%</b>

**MEASURE S - 2014 FUND - 106**

Professional & Administrative Services - 42	-	-	-	-	20,000	20,000	0%
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>20,000</b>	<b>0%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 80,000</b>	<b>\$ 196,416</b>
Economic Development - Staff Support	\$ 80,000	
Economic Development Branding (TNDG/Golden Shovel)	15,000	
Economic Development Strategy Yr 1 Implementation	71,416	
Holiday Light Sway Over SPA	30,000	
<b>4230X Travel and Training</b>	<b>\$ -</b>	<b>\$ 1,595</b>
42301 CALED Annual Training Conference Registration	\$ 595	
42302 CALED Air/Hotel	1,000	
<b>42401 Memberships</b>	<b>\$ 6,259</b>	<b>\$ 6,259</b>
CALED Annual Membership	\$ 350	
Chamber of Commerce Community Champion Sponsorship	\$ 2,500	
East Bay EDA	\$ 3,409	
<b>42403 Advertising</b>	<b>\$ 1,500</b>	<b>\$ 2,100</b>
Printing and Postage	\$ 2,100	
<b>MEASURE S - 2014 FUND - 106</b>		
<b>42101 Professional Services</b>	<b>\$ -</b>	<b>\$ 20,000</b>
Business Development/Community Help Reserve	\$ 10,000	
Revitalization Reserve	10,000	

## **COMMUNITY SERVICES**

The Community Services Department is comprised of the following divisions and subdivisions:

- Administration
  - Special Events
- Parks and Recreation
  - Parks and Recreation Administration
  - Tiny Tots
  - Youth Center
  - Senior Center
  - Swim Center
  - Tennis Court and Memorial Hall
- Pinole Community Television (PCTV)
- Library and Animal Services
- Community Health and Food

### **Mission**

The mission of the Community Services Department is to enrich the lives of the diverse Pinole community by providing high-quality recreation and quality of life programs for residents of all ages.

### **Major Services and Functions**

The Administration Division provides management and coordination of the department's activities. The Special Events subdivision serves as the single point of contact for private organizations that would like to hold events in the City and/or receive some form of City support or sponsorship for their event. This subdivision will coordinate closely with the City departments that host their own community events.

The Recreation Division contains six subdivisions: Parks and Recreation Administration; Senior Center; Youth Center; Tiny Tots; Swim Center; and Tennis Court and Memorial Hall. The Parks and Recreation Administration subdivision provides management and coordination of all Parks and Recreation Division activities, including park rules and policies, park permits and reservations, and park planning. Through the Tiny Tots, Youth Center, and Senior Center, the division offers recreational and enrichment programs and events for all age groups. Tiny Tots is a preschool program with a dedicated facility that provides a high-quality recreational, social, and educational experience for children ages 3 1/2 to 5 years. The Youth Center provides a variety of enrichment classes, sports, and specialty camps for children ages 5 to 12. The program is designed to offer youth an opportunity to explore special interests, promote creativity, challenge the mind and body, and create experiences. The Senior Center provides adults age 50 and over with social activities, fitness and enrichment classes, daily hot lunches, homebound services, salon services, and support services. The Senior Center receives advice from an advisory

board of directors. The City's Memorial Hall building is used as a theater space for educational programs run by the Pinole Community Players community theater group as well as the Players' theatric productions. The City leases the building to the Players for these uses. The Tennis Court and Swim Center are two recreational facilities in the City. The Tennis Court is adjacent to the Pinole branch of the County library system. The tennis court and adjacent restroom are owned by the County and leased to the City for the public's use. The Swim Center is owned by the City. In recent years, the City has hired a private organization to run the Swim Center. The City currently contracts with the Pinole Seals for this service. The Pinole Seals opens the pool for community use during summer months, and also conducts practices of their swim team at the pool. The City's Community Services Commission provides advice to the Parks and Recreation Division.

Pinole Community Television (PCTV) operates the City's public, educational, and governmental (PEG) cable television program, which involves broadcasting the City's public meetings and recording, producing, and broadcasting a limited number of significant community events on the local cable television channels dedicated by City's franchise cable television provider(s), Comcast (channels 26 and 28), and AT&T Uverse (channel 99 submenu Pinole Community TV). PCTV also broadcasts public meetings and events via live stream on the City website. PCTV has contracts with other public agencies (Vallejo, El Cerrito, Benicia, West Contra Costa Unified School District (WCCUSD *currently on Covid hold*), and WestCAT) to record, produce, and broadcast those agencies' public meetings. In addition, PCTV also provides recording and production services to private parties on a fee for service basis. The Division generates revenue primarily through internal billing of services provided to City departments, franchise fees, contract service fees, donations, and community service fees.

The Library and Animal Services Division oversees the agreements that the City has with the County Library and County Animal Services through which the County provides library and animal services in Pinole. Public library services in the City are provided by the Contra Costa County Library system. (Just one city in the County, Richmond, has its own municipal library system.) The County provides library services to residents of Pinole at the Pinole branch library located on Pinole Valley Road. The branch library building was constructed by and is owned by the County. The County provides a baseline level of weekly open hours and charges the City for the maintenance of the building. (Most other cities in the County have constructed their own building to house their branch library.) The County Animal Services Department provides animal control services to the City's residents, for which the County charges the City a fee.

The Community Health and Food Division manages the contract with the Pacific Coast Farmers Market Association, partnership with the Food Bank of Contra Costa and Solano and implementation of the tobacco grant. The collaboration with the Food Bank of Contra Costa and Solano has become a permanent monthly event. Staff and volunteers distribute fresh and non-perishable food to the community. The City has also contracted with Pacific Coast Farmers Market Association for many years to provide a year-round weekly farmers' market on Saturday mornings. The City received a grant in FY 2021/22 to implement a youth peer to peer education program to prevent the use of tobacco

products to minors. This division will provide the single focal point for the City's health and food security activities, that will sometimes be provided by other City divisions, such as the Senior Center, for example.

## **FY 2022/23 Key Accomplishments**

### Baseline Work (Including Staff-Initiated Special Projects)

- Increased programs and activities at the Senior Center
- Increased lunch service at the Senior Center from two days to three days per week
- The Senior Center hosted its first craft fair since 2019
- Established an agreed-upon calendar for City-organized community events
- Coordinated additional City events, such as the return of movies and music in the park, the annual egg hunt (Egg-stravaganza), Community Service Day, United Against Hate Week, Holiday Tree Lighting event, and a joint Fourth of July 2022 fireworks show with the City of Hercules
- Provided youth summer camps for the first time since 2019
- Finalized contracts with user groups
- Filled part time staff position for PCTV
- Covered and broadcasted National Night Out, UAHW, Tree lighting ceremony, The Pinole Classic Car Show, Station 74 Re-Activation, single camera coverage of PVHS Football, (three games), PVHS State Football Championship parade and ceremony
- Continued to broadcast updated information from the County Health Department and other government agencies on matters related to the pandemic through our regional broadcast systems.
- Furthered use of the Zoom format and adapted for hybrid meetings supporting all public Pinole meetings with live and an on-air replay for City Council, Planning Commission and other City meetings
- Integrated live YouTube simulcasting of all meetings including Closed Captioning in the YouTube replay services.
- Uploaded past meetings and broadcasts to YouTube for availability and the Closed Captioning features.
- Converted the Council Chambers back to in person meetings with Zoom interface for consultants, staff, public, and Council as needed.
- Initiated the series recordings, editing, and broadcasting of The Beat of Pinole and Pinole Code Tips. Two monthly recordings aimed at providing greater communication to the Pinole public.

### Capital Improvement Plan (CIP) Projects

- Began work on the creation of a Parks Master Plan

### Other Council-Directed Special Projects

- Coordinated additional City-coordinated community events
- Began work on the creation of a sister city agreement;
- Began work on the creation of a public art program/City mural program update
- Conducted research on additional food security and recovery activities

### **FY 2023/24 Key Priorities and Projects**

#### Baseline Work (Including Staff-Initiated Special Projects)

- Continue to implement additional City-coordinated community events (United Against Hate Week, Earth Month, etc.)
- Create a sister city agreement
- Create, with Community Development, a public art program and City mural program update
- Complete research on additional food security and recovery activities
- Complete development of Park Master Plan
- Review contracts with user groups
- Continue partnership with the Contra Costa and Solano Food Bank to provide food resources to the community
- Resume special luncheons at the Senior Center
- Implement an underage tobacco use reduction program through the Youth Center.
- Reopen recreation facilities for rentals
- Increase youth programming in partnership with the local schools
- Implement summer events such as the Senior Center Summer Craft Fair, concerts, and movies in the park
- Update existing outdated equipment allowing for High Definition (HD) Wide Screen resolution pending Comcast's upgrade of their system.
- Create a master plan for PCTV to define mission, activities, staffing, equipment, and fee structure
- Hire a consulting firm to evaluate the entire broadcasting network system to include use of new technology for efficiency and effective broadcasting.
- Develop plans to update the Council Chambers to a High Definition (HD) Wide Screen operation and display.

### Strategic Plan Strategies

#### Capital Improvement Plan (CIP) Projects

- Complete a Parks Master Plan

### Other Council-Directed Special Projects

- Coordinate additional City-coordinated community events



- Complete work on a sister city agreement
- Complete work on a public art program/City mural program update
- Complete research on additional food security and recovery activities

**Significant Special Projects for FY 2024/25 through FY 2027/28**

- Implement the Parks Master Plan
- The Recreation Division will review and evaluate the current and future activities and services of the Recreation Division to identify new mechanisms for all age groups
- Implement the anti-tobacco youth program
- The Senior Center will have two major renovation projects. The projects will include the replacement of the floor in the main hall and the replacement of some outdated appliances in the kitchen.

**Major Changes in FY 2023/24 Budget**

The Community Services Department budget for FY 2023/24 does not include any significant changes relative to the FY 2022/23 budget.

**Position Summary**

<b>Position</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>
Community Services Director	0.00	0.00	1.00	1.00	1.00
Deputy Community Services Director	0.00	0.00	0.00	0.00	0.00
Recreation Manager	1.00	1.00	1.00	1.00	1.00
Kitchen Manager	0.00	0.00	0.00	0.00	0.00
Cook, <i>part-time/regular</i>	0.75	0.75	0.75	0.75	0.75
Recreation Coordinator	2.60	2.60	2.60	3.50	3.50
Recreation Supervisor	0.00	0.00	0.00	0.00	0.00
Recreation Leader	2.88	2.88	2.88	2.88	2.88
Recreation Leader (Tiny Tots)	1.13	1.13	1.13	1.13	1.13
Rental Facility Custodian, <i>part-time/temporary</i>	1.65	1.65	1.65	1.65	1.65
Senior Recreation Leader	1.50	1.50	1.50	1.50	1.50
Cable Access Coordinator	1.00	1.00	1.00	1.00	1.00
Cable Access Technician	1.00	1.00	1.00	1.00	1.00
Cable Access Maintenance Technician	0.00	0.00	0.00	0.00	0.00
Cable Equipment Operators, PT/Temp	0.75	0.75	0.75	0.75	0.75
<b>Total</b>	<b>14.25</b>	<b>14.25</b>	<b>15.25</b>	<b>16.15</b>	<b>16.15</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

**COMMUNITY SERVICES BUDGET SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
General Fund - 100	-	253,414	217,704	454,022	395,886	(58,136)	-15%
Measure S 2014 - 106	8,727	19,215	1,960	21,850	25,850	4,000	15%
Recreation Fund - 209	815,450	1,357,715	1,137,973	2,093,816	2,135,264	41,448	2%
Cable Access TV Fund - 505	391,792	439,347	371,599	646,780	682,056	35,275	5%
<b>Total</b>	<b>1,215,968</b>	<b>2,069,691</b>	<b>1,729,237</b>	<b>3,216,468</b>	<b>3,239,056</b>	<b>22,588</b>	<b>1%</b>

**EXPENDITURES BY CATEGORY**

**Personnel**

Salaries & Wages - 401	476,113	837,208	608,066	1,038,100	1,088,349	50,249	5%
Overtime - 402	573	936	1,269	4,000	4,000	-	0%
Employee Benefits - 410	283,472	380,470	313,011	538,879	493,898	(44,981)	-9%
<b>Total Personnel</b>	<b>760,158</b>	<b>1,218,614</b>	<b>922,346</b>	<b>1,580,979</b>	<b>1,586,247</b>	<b>5,268</b>	<b>0%</b>

**Services and Supplies**

Professional & Administrative Services - 42	146,775	460,311	475,872	974,914	921,754	(53,160)	-6%
Other Operating Expenses - 43	72,938	189,458	174,509	257,101	242,140	(14,961)	-6%
Materials & Supplies - 44	108	5,256	4,521	8,993	7,611	(1,382)	-18%
<b>Total Services and Supplies</b>	<b>219,822</b>	<b>655,025</b>	<b>654,902</b>	<b>1,241,008</b>	<b>1,171,505</b>	<b>(69,503)</b>	<b>-6%</b>

**Capital Outlay**

Asset Acquisition/Improvement - 47	11,245	89,539	11,720	191,337	192,437	1,100	1%
<b>Total Capital Outlay</b>	<b>11,245</b>	<b>89,539</b>	<b>11,720</b>	<b>191,337</b>	<b>192,437</b>	<b>1,100</b>	<b>1%</b>

**Indirect Cost Allocations**

Administrative Credits - 46	(20,222)	(219,421)	(130,687)	(242,713)	(183,931)	58,782	-32%
Administrative Debits - 46	121,976	186,977	130,687	242,713	183,931	(3,312)	-2%
IS Charges - 46	80,950	79,796	75,053	142,934	209,781	66,847	32%
Legal Charges - 46	5,839	2,166	1,659	1,250	1,750	500	29%
General Liability Insurance - 46	36,201	56,995	63,559	58,960	77,336	18,376	24%
<b>Total Indirect Cost Allocations</b>	<b>224,744</b>	<b>106,513</b>	<b>140,270</b>	<b>203,144</b>	<b>288,867</b>	<b>141,193</b>	<b>49%</b>

**Total**

<b>1,215,968</b>	<b>2,069,691</b>	<b>1,729,237</b>	<b>3,216,468</b>	<b>3,239,056</b>	<b>22,588</b>	<b>1%</b>
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**EXPENDITURES BY PROGRAM**

Recreation Administration - 551	273,358	785,893	617,062	1,167,872	869,217	(298,655)	-34%
Senior Center - 552	201,229	418,749	376,845	722,143	626,187	(95,957)	-15%
Tiny Tots - 553	102,241	141,106	117,629	179,985	209,608	29,623	14%
Youth Center - 554	139,737	137,229	134,060	326,537	345,802	19,265	6%
Swim Center - 557	88,099	137,822	103,605	153,900	153,900	-	0%
Memorial Hall - 558	13,214	5,162	5,820	14,200	-	(14,200)	-100%
Tennis - 559	6,300	4,385	2,618	5,050	-	(5,050)	-100%
Library Services - 560	-	-	-	-	182,585	182,585	100%
Animal Control Services - 561	-	-	-	-	169,701	169,701	100%
Cable Access TV City Services - 119	391,792	306,964	252,449	444,432	473,459	29,027	6%
Cable Access TV Community Budget - 120	-	-	47	4,642	1,713	(2,928)	-171%
Cable Access TV Contract Services - 121	-	132,383	119,103	197,707	206,884	9,177	4%
<b>Total</b>	<b>1,215,968</b>	<b>2,069,691</b>	<b>1,729,237</b>	<b>3,216,468</b>	<b>3,239,056</b>	<b>22,588</b>	<b>1%</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

**RECREATION FUND - 209**  
**RECREATION ADMINISTRATION - 551**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salaries & Wages - 401	85,227	377,076	220,847	345,938	372,113	26,175	7%
Overtime - 402	-	-	-	-	-	-	0%
Employee Benefits - 410	36,630	113,111	72,869	203,866	144,042	(59,824)	-42%
<b>Total Personnel</b>	<b>121,857</b>	<b>490,187</b>	<b>293,716</b>	<b>549,804</b>	<b>516,155</b>	<b>(33,649)</b>	<b>-7%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	15,842	29,849	48,215	76,909	191,419	114,510	60%
Other Operating Expenses - 43	-	-	-	-	-	-	0%
<b>Total Services and Supplies</b>	<b>15,842</b>	<b>29,849</b>	<b>48,215</b>	<b>76,909</b>	<b>191,419</b>	<b>114,510</b>	<b>60%</b>
<b>Indirect Cost Allocations</b>							
Admin Debits - 46122	67,836		(16,422)	-	-	-	0%
Admin Credits - 46121	-	(64,886)		(28,900)	(25,967)	2,933	-11%
IS Charges - 46124	62,029	55,886	52,314	96,243	117,529	21,286	18%
Legal Charges - 46126	1,764	990	196	-	-	-	0%
General Liability Insurance - 46201	4,031	20,453	21,338	19,794	26,481	6,687	25%
<b>Total Indirect Cost Allocations</b>	<b>135,659</b>	<b>12,442</b>	<b>57,426</b>	<b>87,137</b>	<b>118,043</b>	<b>30,906</b>	<b>26%</b>
<b>Total</b>	<b>273,358</b>	<b>532,479</b>	<b>399,357</b>	<b>713,850</b>	<b>825,617</b>	<b>111,767</b>	<b>14%</b>
<b>General Fund 100</b>							
Professional & Administrative Services - 42	-	253,414	217,704	454,022	43,600	(410,422)	-941%
<b>Total</b>	<b>-</b>	<b>253,414</b>	<b>217,704</b>	<b>454,022</b>	<b>43,600</b>	<b>(410,422)</b>	<b>-941%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 1,181</b>	<b>\$ 1,636</b>
Broadcast Music/ASCAP Services	\$ 1,181	
CPRP	455	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

<b>42201 Office Expense</b>	<b>\$ 800</b>	<b>\$ 800</b>
Office Supplies	\$ 800	
<b>4230X Travel, Training &amp; Meeting Costs</b>	<b>\$ 9,200</b>	<b>\$ 12,000</b>
Travel & Training/Conf-Registration	\$ 6,500	
Travel & Training/Mileage, Air	5,000	
Travel & Training/Meal Allowance	500	
<b>42401 Memberships</b>	<b>\$ 2,165</b>	<b>\$ 1,030</b>
CPRS Memberships (2)	330	
NRPA Membership	700	
<b>42501 Bank Fees</b>	<b>\$ 500</b>	<b>\$ 750</b>
<b>42514 Special Department Expense</b>	<b>\$ 38,403</b>	<b>\$ 30,403</b>
Community Services Commission Broadcast Fee	\$ 16,200	
Postage Machine	100	
Recreation Activity Guide, Summer Postcard	11,000	
Staff T-Shirts	2,000	
Tobacco Grant Administrative Costs	1,103	
<b>42515 Special Events</b>	<b>\$ 24,660</b>	<b>\$ 144,800</b>
City's Support to the Annual Car Show <i>(moved from fund 209 FY23/24)</i>	\$ 30,000	
Coastal Cleanup	1,500	
Community Service Day	1,500	
Dumpster Day	500	
Expenses for Movies and Sounds in the Park	11,000	
Other related expenses for events or Commissions	500	
Tobacco Grant Community Events	1,500	
Tree Lighting	5,500	
Other City events <i>(moved from fund 209 FY23/24)</i>	12,800	
Centenarian Program <i>(moved from fund 209 FY23/24)</i>	5,000	
Community Events Organized by Private Groups <i>(moved from fund 209 FY)</i>	5,000	
Earth Day <i>(moved from fund 209 FY23/24)</i>	3,000	
Fourth of July <i>(moved from fund 209 FY23/24)</i>	50,000	
Marketing and Additional Event Expenses <i>(moved from fund 209 FY23/24)</i>	4,000	
Pride Event <i>(moved from fund 209 FY23/24)</i>	10,000	
United Against Hate Week <i>(moved from fund 209 FY23/24)</i>	3,000	
<b>General Fund 100</b>		
<b>42101 Professional Services</b>	<b>\$ 320,522</b>	<b>\$ 40,100</b>
Animal Control Services <i>(moved to division 560 FY23/24)</i>	\$ -	
Event Planning Vendor	30,000	
Library Services reimbursement agreement <i>(moved to division 561 FY23/24)</i>	-	
Mural maintenance	10,100	
<b>42511 Equipment Rent</b>	<b>\$ 3,500</b>	<b>\$ 3,500</b>
Restroom Services Farmers Market & PVP	\$ 3,500	
<b>42515 Special Events</b>	<b>\$ 130,000</b>	<b>\$ -</b>
City's Support to the Annual Car Show	\$ -	
Other City events <i>(moved to fund 209 FY23/24)</i>	0	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

**RECREATION FUND - 209  
SENIOR CENTER - 552**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salaries & Wages - 401	91,704	124,687	100,267	185,696	197,545	11,849	6%
Overtime - 402	-	-	51	-	-	-	0%
Employee Benefits - 410	44,006	51,260	45,237	64,933	71,041	6,108	9%
<b>Total Personnel</b>	<b>135,710</b>	<b>175,947</b>	<b>145,555</b>	<b>250,629</b>	<b>268,586</b>	<b>17,957</b>	<b>7%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	16,685	23,444	81,657	155,678	53,056	(102,622)	-193%
Other Operating Expenses - 43	39,321	144,819	135,052	200,500	192,776	(7,724)	-4%
Materials & Supplies - 44	-	649	214	2,711	2,711	-	0%
<b>Total Services and Supplies</b>	<b>56,006</b>	<b>168,912</b>	<b>216,923</b>	<b>358,889</b>	<b>248,543</b>	<b>(110,347)</b>	<b>-44%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	-	44,443	483	94,500	94,500	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>44,443</b>	<b>483</b>	<b>94,500</b>	<b>94,500</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Legal Charges - 46126	1,056	126	469	500	500	-	0%
General Liability Insurance - 46201	8,458	10,170	11,454	10,625	14,058	3,433	24%
<b>Total Indirect Cost Allocations</b>	<b>9,514</b>	<b>10,296</b>	<b>11,923</b>	<b>11,125</b>	<b>14,558</b>	<b>3,433</b>	<b>24%</b>
Transfers Out - 49901	-	-	-	-	-	-	0%
<b>Total</b>	<b>201,229</b>	<b>399,599</b>	<b>374,884</b>	<b>715,143</b>	<b>626,187</b>	<b>(88,957)</b>	<b>-14%</b>
<b>MEASURE S - 2014 FUND - 106</b>							
Asset Acquisition/Improvement - 47	-	19,150	1,960	7,000	-	(7,000)	-100%
<b>Total</b>	<b>-</b>	<b>19,150</b>	<b>1,960</b>	<b>7,000</b>	<b>-</b>	<b>(7,000)</b>	<b>-100%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 1,520</b>	<b>\$ 4,155</b>
CPRP	\$ 455	
Staff Training	700	
Volunteer Appreciation (2)	2,000	
WCCUSD Transition Program	1,000	
<b>42107 Equipment Maintenance</b>	<b>\$ 3,650</b>	<b>\$ 5,150</b>
Fire Extinguisher Maintenance	\$ 650	
Other Maintenance (fire sprinklers, sandwich bar)	1,000	
Pool Table Maintenance	1,500	
Refrigerator/freezer maintenance	2,000	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

<b>42108 Maintenance Structure/Imp</b>	<b>\$ 140,000</b>	<b>\$ 22,609</b>
Electrical Supplies	\$ 500	
HVAC Service	5,000	
Janitorial	6,609	
Key Pad/Alarm Service	1,000	
Landscape Maintenance	4,684	
Pest Control Services	816	
Plumbing Supplies	1,000	
Sanitary/Cleaning Supplies	3,000	
<b>42201 Office Expense</b>	<b>\$ 1,200</b>	<b>\$ 1,200</b>
Office supplies, paper flyers, and tickets	\$ 1,200	
<b>4230X Travel &amp; Training</b>	<b>\$ 3,130</b>	<b>\$ 3,945</b>
Annual Conferences and Trainings	\$ 1,000	
Travel & Training/Mileage, Air	2600	
Travel & Training/Meal Allowance	345	
<b>42401 Memberships</b>	<b>\$ 259</b>	<b>\$ 286</b>
CPRS Membership	\$ 165	
Sams Club	121	
<b>42501 Bank Fee</b>	<b>\$ 2,400</b>	<b>\$ 2,400</b>
<b>42510 Software Purchase</b>	<b>\$ 194</b>	<b>\$ -</b>
Zoom	\$ -	
<b>42514 Special Department Expense</b>	<b>\$ 3,325</b>	<b>\$ 311</b>
Inspection fees	\$ 311	
<b>42515 Special Events</b>	<b>\$ -</b>	<b>\$ 13,000</b>
Food Fundraiser	\$ 11,200	
Outdoor Craft Fair	600	
PSC Cookbook	1,200	
<b>Total Professional/Administrative Services</b>		<b>\$ 53,056</b>
<b>4310X Utilities</b>	<b>\$ 67,500</b>	<b>\$ 62,000</b>
Gas and Electric	\$ 47,000	
Water	15,000	
<b>4320X Taxes</b>	<b>\$ 10,756</b>	<b>\$ 10,756</b>
Taxes/Property Tax	\$ 10,756	
<b>43802 Class Fees</b>	<b>\$ 20,980</b>	<b>\$ 20,600</b>
Instructor Fees	\$ 20,600	
<b>43803 Personal Service</b>	<b>\$ 500</b>	<b>\$ 500</b>
WestCat tickets (reimbursed when sold)	\$ 500	
<b>43804 Food Program</b>	<b>\$ 65,000</b>	<b>\$ 65,000</b>
Food Expense	\$ 50,160	
Kitchen Maintenance	13,400	
Snack Bar	1,440	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

<b>43805 Travel</b>	<b>\$</b>	<b>2,000</b>	<b>\$</b>	<b>7,200</b>
American Stage Tour Payment	\$	3,600		
Premier Tour Payment		3,600		
<b>43806 Dance Program</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>4,260</b>
Entertainment - ballroom (5)	\$	540		
Entertainment - CW Line Dance (5)		1,590		
Food and Beverage (10)		2,130		
<b>43807 Fundraising</b>	<b>\$</b>	<b>11,600</b>	<b>\$</b>	<b>-</b>
Food Fundraiser	\$	-		
Outdoor Craft Fair		-		
PCS Cookbook		-		
<b>43808 Gift Shop Sales</b>	<b>\$</b>	<b>700</b>	<b>\$</b>	<b>2,220</b>
<b>43809 Newsletter</b>	<b>\$</b>	<b>8,540</b>	<b>\$</b>	<b>8,540</b>
Monthly Newsletter	\$	5,000		
Newsletter monthly postage		3,240		
Newsletter annual bulk mail		300		
<b>43810 Center Maintenance</b>	<b>\$</b>	<b>10,424</b>	<b>\$</b>	<b>9,200</b>
Center deep clean	\$	600		
Kitchen janitorial service (12)		4,860		
Misc. center maintenance		2,540		
Trap Service		1,200		
<b>43811 Supplies</b>	<b>\$</b>	<b>2,500</b>	<b>\$</b>	<b>2,500</b>
Misc. Program Supplies & PPE	\$	2,500		
<b>Total Other Operating Expenses</b>				<b>\$ 192,776</b>
<b>44304 Permit Fee</b>	<b>\$</b>	<b>1,711</b>	<b>\$</b>	<b>1,711</b>
Health Permit	\$	1,711		
<b>44306 Maintenance Supplies</b>	<b>\$</b>	<b>1,000</b>	<b>\$</b>	<b>1,000</b>
		\$ 1,000		
<b>4710X Furniture Fixtures &amp; Equipment</b>	<b>\$</b>	<b>225,000</b>	<b>\$</b>	<b>22,500</b>
47101 SC Renovation Project: Kitchen Equipment Replacement <i>(carryforward)</i>	\$	20,000		
47105 Other Misc. Equipment		1,000		
47105 2 Laptops and Scanner for Front Desk		1,500		
<b>47103 FF&amp;E/Furniture</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
		\$ -		
<b>47201 Improvements/Building</b>	<b>\$</b>	<b>72,000</b>	<b>\$</b>	<b>72,000</b>
SC Renovation Project: Main Hall Flooring <i>(carryforward)</i>	\$	72,000		
<b>MEASURE S - 2014 FUND - 106</b>				
<b>47101 FF&amp;E/Equipment</b>	<b>\$</b>	<b>7,000</b>	<b>\$</b>	<b>-</b>
Senior Center Dishwasher <i>(carryforward)</i>	\$	-		

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

**RECREATION FUND - 209  
TINY TOTS - 553**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salaries & Wages - 401	58,700	77,821	63,427	97,496	108,102	10,606	10%
Overtime - 402	-	-	-	-	-	-	0%
Employee Benefits - 410	28,313	31,413	29,634	39,694	42,485	2,791	7%
<b>Total Personnel</b>	<b>87,013</b>	<b>109,235</b>	<b>93,061</b>	<b>137,190</b>	<b>150,587</b>	<b>13,397</b>	<b>9%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	10,566	21,540	14,425	24,422	30,242	5,820	19%
Other Operating Expenses - 43	360	4,947	2,231	4,886	5,086	200	4%
Materials and Supplies - 44	-	97	159	30	100	70	70%
<b>Total Services and Supplies</b>	<b>10,925</b>	<b>26,584</b>	<b>16,814</b>	<b>29,338</b>	<b>35,428</b>	<b>6,090</b>	<b>17%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	121	-	2,087	3,100	200	(2,900)	-1450%
<b>Total Capital Outlay</b>	<b>121</b>	<b>-</b>	<b>2,087</b>	<b>3,100</b>	<b>200</b>	<b>(2,900)</b>	<b>-1450%</b>
<b>Indirect Cost Allocations</b>							
Legal Charges - 46126	-	240	-	250	250	-	0%
General Liability Insurance - 46201	4,182	5,047	5,667	5,257	7,293	2,036	28%
<b>Total Indirect Cost Allocations</b>	<b>4,182</b>	<b>5,287</b>	<b>5,667</b>	<b>5,507</b>	<b>7,543</b>	<b>2,036</b>	<b>27%</b>
<b>Total</b>	<b>102,241</b>	<b>141,106</b>	<b>117,629</b>	<b>175,135</b>	<b>193,758</b>	<b>18,623</b>	<b>10%</b>
<b>MEASURE S - 2014 FUND - 106</b>							
Asset Acquisition/Improvement - 47	-	-	-	4,850	15,850	11,000	69%
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,850</b>	<b>15,850</b>	<b>11,000</b>	<b>69%</b>



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Department Budgets – Community Services

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42107 Equipment Maintenance</b>	<b>\$ 300</b>	<b>\$ 300</b>
Copier and other equipment maintenance	\$ 300	
<b>42108 Maintenance Structure/Imp</b>	<b>\$ 13,210</b>	<b>\$ 16,396</b>
Alarm Monitoring	\$ 1,026	
Building Maintenance	500	
Countertops	1,000	
HVAC Maintenance	300	
Janitorial (3 times weekly and annual deep clean)	6,360	
Landscape Maintenance	2,472	
Pest Control	388	
Playground Wood Chip Refreshment (Spring)	3,900	
Sanitary Supplies & PPE	450	
<b>42201 Office Expense</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>
Toner, ink, other office supplies	\$ 1,500	
<b>4230X Travel &amp; Training</b>	<b>\$ 500</b>	<b>\$ 2,900</b>
Annual Conferences and Trainings	\$ 600	
CPRS Airfare	600	
CPRS Hotel	1,400	
Travel & Training/Meal Allowance	300	
<b>42401 Memberships</b>	<b>\$ -</b>	<b>\$ 234</b>
CPRS Membership	\$ 165	
NAEYC Membership	69	
<b>42501 Bank Fees</b>	<b>\$ 4,200</b>	<b>\$ 4,200</b>
<b>42514 Special Department Expense</b>	<b>\$ 4,712</b>	<b>\$ 4,712</b>
Holiday paper and craft supplies	\$ 650	
Paper and craft supplies	1,562	
Toy replacement	2,000	
T-Shirt fundraiser	500	
<b>Total Professional/Administrative Services</b>	<b>\$ 30,242</b>	
<b>4310X Utilities</b>	<b>\$ 1,200</b>	<b>\$ 1,400</b>
Gas and Electric	\$ 1,200	
Water	200	
<b>43201 Property Tax</b>	<b>\$ 3,686</b>	<b>\$ 3,686</b>
<b>44306 Maintenance Supplies</b>	<b>\$ 30</b>	<b>\$ 100</b>
Misc. Maintenance Supplies	\$ 100	
<b>4710X Furniture Fixtures &amp; Equipment</b>	<b>\$ 3,100</b>	<b>\$ 200</b>
47105 Tiny Tots dishwasher replacement (carryforward)	\$ 200	
47107 Portable Sink	0	
 <b>MEASURE S - 2014 FUND - 106</b>		
<b>47103 FF&amp;E/Furniture</b>	<b>\$ 4,850</b>	<b>\$ 2,950</b>
Tiny Tots dishwasher replacement (carryforward)	\$ 550	
Tiny Tots outdoor shade (carryforward)	2,400	
<b>47201 Improvements/Building</b>	<b>\$ -</b>	<b>\$ 12,900</b>
Restroom Walls/Floor Repair/Replace	\$ 11,000	
Tiny Tots Countertop (carryforward)	1,900	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

**RECREATION FUND - 209  
YOUTH CENTER - 554**

**EXPENDITURE SUMMARY**

	FY 2020/21	FY 2021/22	FY 2022/23	FY 2022/23	FY 2023/24	Prop to Rev	Prop to Rev
	Actual	Actual	Actual	Revised	Proposed	\$ Change	% Change
			Thru Mar-23	Budget	Budget		
<b>Personnel</b>							
Salaries & Wages - 401	56,606	61,650	57,241	171,990	184,110	12,120	7%
Overtime - 402	-	-	-	-	-	-	0%
Employee Benefits - 410	37,198	38,431	33,953	52,193	57,948	5,755	10%
<b>Total Personnel</b>	<b>93,803</b>	<b>100,082</b>	<b>91,194</b>	<b>224,183</b>	<b>242,058</b>	<b>17,875</b>	<b>7%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	22,977	18,934	18,954	51,964	50,982	(982)	-2%
Other Operating Expenses - 43	3,453	6,841	12,013	12,397	12,460	63	1%
Materials & Supplies - 44	-	271	1,292	3,152	1,700	(1,452)	-85%
<b>Total Services and Supplies</b>	<b>26,431</b>	<b>26,046</b>	<b>32,258</b>	<b>67,513</b>	<b>65,142</b>	<b>(2,371)</b>	<b>-4%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	2,398	1,152	-	15,000	15,000	-	0%
<b>Total Capital Outlay</b>	<b>2,398</b>	<b>1,152</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46121	(20,222)	(22,151)	(18,822)	(55,470)		55,470	100%
Administrative Debits - 46122	20,222	22,151	18,822	55,470		(55,470)	-100%
Legal Charges - 46126	-	-	-	-	500	500	0%
General Liability Insurance - 46201	8,378	9,884	10,609	9,841	13,102	3,261	25%
<b>Total Indirect Cost Allocations</b>	<b>8,378</b>	<b>9,883</b>	<b>10,608</b>	<b>9,841</b>	<b>13,602</b>	<b>3,761</b>	<b>28%</b>
<b>Total</b>	<b>131,010</b>	<b>137,164</b>	<b>134,060</b>	<b>316,537</b>	<b>335,802</b>	<b>19,265</b>	<b>6%</b>
<b>MEASURE S - 2014 FUND - 106</b>							
Asset Acquisition/Improvement - 47	8,727	65	-	10,000	10,000	-	0%
<b>Total</b>	<b>8,727</b>	<b>65</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>0%</b>

Consolidated Day Camp Division effective FY23/24

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>		<b>\$ 5,880</b>
Youth Camp Instructors	\$ 5,880	
<b>42107 Equipment Maintenance</b>	<b>\$ 2,500</b>	<b>\$ 1,300</b>
Other Vehicle Maintenance	\$ 1,000	
Oil Changes (4)	300	
<b>42108 Maintenance Structure/Imp</b>	<b>\$ 22,083</b>	<b>\$ 29,442</b>
Building Maintenance	\$ 10,000	
Elevator Maintenance (12)	2,400	
Elevator Service call	600	
Fire Extinguisher Maintenance	100	
Fire Sprinkler Inspection	950	
HVAC City Mechanical	6,000	
Janitorial Service (12)	5,805	
Janitorial supplies	500	
JanPro floor cleaning	1,207	
Misc. other supplies	1,000	
State annual fire inspection	400	
Western Exterminator Pest Control (4)	480	
<b>42201 Office Expense</b>	<b>\$ 500</b>	<b>\$ 500</b>
Miscellaneous Office Supplies	\$ 500	
<b>4230X Travel and Training</b>	<b>\$ 1,870</b>	<b>\$ 5,365</b>
Annual Conferences and Trainings	\$ 810	
CPRP	455	
Milage, Air & Hotel	2,900	
Meal Allowance	500	
Staff Training, workshop, and conference	700	
<b>42401 Memberships</b>	<b>\$ 165</b>	<b>\$ 175</b>
CPRS Membership	\$ 175	
<b>42501 Bank Fees</b>	<b>\$ 1,800</b>	<b>\$ 1,300</b>
Credit Card Transaction Fees	\$ 1,300	
<b>43801 Youth Camp</b>	<b>\$ 18,046</b>	<b>\$ -</b>
<i>(Costs broken down into specific accounts FY23/24)</i>		
<b>42514 Special Department Expense</b>		<b>\$ 2,020</b>
<b>42515 Special Events</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
Community Event	\$ 1,000	
Egg hung	2,000	
National Night Out	2,000	
<b>Total Professional/Administrative Services</b>		<b>\$ 50,982</b>
<b>4310X Utilities</b>	<b>\$ 3,950</b>	<b>\$ 5,900</b>
Gas and Electric	\$ 5,400	
Water	500	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

<b>42301 Property Taxes</b>	<b>\$</b>	<b>1,200</b>	<b>\$</b>	<b>1,200</b>
<hr/>				
<b>43812 Youth Center</b>	<b>\$</b>	<b>7,247</b>	<b>\$</b>	<b>5,360</b>
Instructor invoices	\$	3,360		
Program supplies		2,000		
		<b>Total Other Operating Expenses</b>	<b>\$</b>	<b>12,460</b>
<hr/>				
<b>44301 Fuel</b>	<b>\$</b>	<b>2,100</b>	<b>\$</b>	<b>500</b>
<hr/>				
<b>44304 Permit Fee</b>	<b>\$</b>	<b>1,052</b>	<b>\$</b>	<b>1,200</b>
Health Permit	\$	1,200		
<hr/>				
<b>47201 Improvements/Building</b>	<b>\$</b>	<b>15,000</b>	<b>\$</b>	<b>15,000</b>
Replacement of vinyl floor at Youth Center <i>(carryforward)</i>	\$	15,000		
<hr/>				
<b>MEASURE S - 2014 FUND - 106</b>				
<b>47201 Improvements/Building</b>	<b>\$</b>	<b>10,000</b>	<b>\$</b>	<b>10,000</b>
Replace vinyl flooring at Youth Center	\$	10,000		

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

**RECREATION FUND - 209  
SWIM CENTER - 557**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	69,903	111,173	86,463	119,150	119,150	-	0%
Other Operating Expenses - 43	16,492	22,454	14,377	25,000	25,000	-	0%
Materials & Supplies - 44	-	3,905	2,555	2,750	2,750	-	0%
<b>Total Services and Supplies</b>	<b>86,396</b>	<b>137,532</b>	<b>103,395</b>	<b>146,900</b>	<b>146,900</b>	<b>-</b>	<b>0%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	-	20	-	6,500	6,500	-	100%
<b>Total Capital Outlay</b>	<b>-</b>	<b>20</b>	<b>-</b>	<b>6,500</b>	<b>6,500</b>	<b>-</b>	<b>100%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46121	-	-	-	-	-	-	0%
Legal Charges - 46126	1,703	270	210	500	500	-	0%
<b>Total Indirect Cost Allocations</b>	<b>1,703</b>	<b>270</b>	<b>210</b>	<b>500</b>	<b>500</b>	<b>-</b>	<b>0%</b>
<b>Total</b>	<b>88,099</b>	<b>137,822</b>	<b>103,605</b>	<b>153,900</b>	<b>153,900</b>	<b>-</b>	<b>100%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 85,000</b>	<b>\$ 85,000</b>
Swim Center Operations Contract	\$ 85,000	
<b>42108 Maintenance Structure/Imp</b>	<b>\$ 31,150</b>	<b>\$ 31,150</b>
Annual Fire Sprinkler Maintenance	\$ 250	
Building Maintenance	5,000	
Janitorial	6,400	
Landscape Maintenance	2,640	
Pool Maintenance	8,860	
Pool Supplies	8,000	
<b>42501 Bank Fees</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>
Credit Card Processing Fees	\$ 3,000	
<b>Total Professional/Administrative Services</b>	<b>\$ 119,150</b>	
<b>4310X Utilities</b>	<b>\$ 21,000</b>	<b>\$ 21,000</b>
43103 Gas and Electric	\$ 14,000	
43102 Water	7,000	
<b>43201 Property Taxes</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
<b>44304 Permit Fee</b>	<b>\$ 2,750</b>	<b>\$ 2,750</b>
Health Permits	\$ 2,750	
<b>47101 FF&amp;E/Equipment</b>	<b>\$ 6,500</b>	<b>\$ 6,500</b>
Refrigerator/Freezer	\$ 6,500	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

**RECREATION FUND - 209  
MEMORIAL HALL - 558**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	10,293	2,122	3,096	11,200	-	(11,200)	-100%
Other Operating Expenses - 43	2,530	2,638	2,550	3,000	-	(3,000)	-100%
Materials & Supplies - 44	-	192	173	-	-	-	0%
<b>Total Services and Supplies</b>	<b>12,824</b>	<b>4,952</b>	<b>5,820</b>	<b>14,200</b>	<b>-</b>	<b>(14,200)</b>	<b>-100%</b>
<b>Indirect Cost Allocations</b>							
Administrative Credits - 46121	-	-	-	-	-	-	0%
Administrative Debits - 46122	-	-	-	-	-	-	0%
Legal Charges - 46126	390	210	-	-	-	-	0%
<b>Total Indirect Cost Allocations</b>	<b>390</b>	<b>210</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Total</b>	<b>13,214</b>	<b>5,162</b>	<b>5,820</b>	<b>14,200</b>	<b>-</b>	<b>(14,200)</b>	<b>-100%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42108 Maintenance Structure/Imp</b>	<b>\$ 11,000</b>	<b>\$ -</b>
Building Maintenance	\$ -	-
Misc. Maintenance	-	-
Pest Control	-	-
Plumbing Supplies	-	-
Sanitary Supplies	-	-
<i>(Moved to Facilities division effective FY23/24)</i>		
<b>42501 Bank Fees</b>	<b>\$ 200</b>	<b>\$ -</b>
<i>(Moved to division 551 effective FY23/24)</i>		
<b>Total Professional/Administrative Services</b>	<b>\$ -</b>	<b>\$ -</b>
<b>4310X Utilities</b>	<b>\$ 3,000</b>	<b>\$ -</b>
Gas and Electric	\$ -	-
Water	-	-
<i>(Moved to Facilities division effective FY23/24)</i>		

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

**RECREATION FUND - 209  
TENNIS - 559**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	4	9	255	550	-	(550)	#DIV/0!
Other Operating Expenses - 43	6,296	4,376	2,363	4,500	-	(4,500)	#DIV/0!
<b>Total Services and Supplies</b>	<b>6,300</b>	<b>4,385</b>	<b>2,618</b>	<b>5,050</b>	<b>-</b>	<b>(5,050)</b>	<b>#DIV/0!</b>
<b>Total</b>	<b>6,300</b>	<b>4,385</b>	<b>2,618</b>	<b>5,050</b>	<b>-</b>	<b>(5,050)</b>	<b>#DIV/0!</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42108 Maintenance Structure/Imp</b>	<b>\$ 500</b>	<b>\$ -</b>
Building Maintenance <i>(Moved to Facilities division effective FY23/24)</i>	\$ -	
<b>42501 Bank Fees</b>	<b>\$ 50</b>	<b>\$ -</b>
Credit Card Processing Fees <i>(Moved to division 551 effective FY23/24)</i>	\$ -	
<b>4310X Utilities</b>	<b>\$ 4,500</b>	<b>\$ -</b>
Gas and Electric	\$ -	
Water <i>(Moved to Facilities division effective FY23/24)</i>	-	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

**GENERAL FUND - 100  
LIBRARY SERVICES - 560**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	-	-	-	-	182,585	182,585	100%
<b>Total Services and Supplies</b>	-	-	-	-	<b>182,585</b>	<b>182,585</b>	<b>100%</b>
<b>Total</b>	-	-	-	-	<b>182,585</b>	<b>182,585</b>	<b>100%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>		\$ - \$ 182,585
Library Services reimbursement agreement - 40 base	\$ 182,585	
<i>(Moved from division 551 effective FY23/24)</i>		



**GENERAL FUND - 100**  
**ANIMAL CONTROL SERVICES - 561**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	-	-	-	-	169,701	169,701	100%
<b>Total Services and Supplies</b>	-	-	-	-	<b>169,701</b>	<b>169,701</b>	<b>100%</b>
<b>Total</b>	-	-	-	-	<b>169,701</b>	<b>169,701</b>	<b>100%</b>

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>		\$ - \$ 169,701
Animal Control Services \$9.11 per capita	\$ 169,701	
<i>(Moved from division 551 effective FY23/24)</i>		

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

**CABLE ACCESS TV FUND - 505**  
**CABLE ACCESS TV CITY SERVICES- 119**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salaries & Wages -401	183,877	195,973	166,285	230,944	226,479	(4,465)	-2%
Overtime - 402	573	936	1,218	4,000	4,000	-	0%
Employee Benefits - 410	137,325	146,254	131,318	178,193	178,382	189	0%
<b>Total Personnel</b>	<b>321,775</b>	<b>343,163</b>	<b>298,820</b>	<b>413,137</b>	<b>408,861</b>	<b>(4,276)</b>	<b>-1%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	505	-174	4,922	59,544	59,544	-	0%
Other Operating Expenses - 43	4,486	3,382	5,924	4,048	4,048	0	0%
Materials & Supplies - 44	108	142	128	208	208	-	0%
<b>Total Services and Supplies</b>	<b>5,099</b>	<b>3,350</b>	<b>10,973</b>	<b>63,800</b>	<b>63,800</b>	<b>0</b>	<b>0%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	-	24,709	7,189	\$49,782	49,782	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>24,709</b>	<b>7,189</b>	<b>49,782</b>	<b>49,782</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Admin Credits - 46121	-	(132,383)	(111,865)	(158,343)	(157,964)	379	0%
Admin Debits - 46122	33,918	32,443	16,422	28,900	25,967	(2,933)	-11%
IS Charges - 46124	18,921	23,910	16,418	33,713	66,611	32,898	49%
Legal Charges - 46126	926	330	-	-	-	-	0%
General Liability Insurance -46201	11,153	11,442	14,492	13,443	16,402	2,959	18%
<b>Total Indirect Cost Allocations</b>	<b>64,918</b>	<b>(64,259)</b>	<b>(64,534)</b>	<b>(82,287)</b>	<b>(48,984)</b>	<b>33,303</b>	<b>-68%</b>
<b>Total</b>	<b>391,792</b>	<b>306,964</b>	<b>252,449</b>	<b>444,432</b>	<b>473,459</b>	<b>29,027</b>	<b>6%</b>

[1] PEG funded

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
Remote programming and support for Leightronix, Scala and General A/V Contractors (90% funded through production fees )	\$ 25,000	
PCTV Master Plan	25,000	
<b>42106 Software Maintenance</b>	<b>\$ 1,800</b>	<b>\$ 1,800</b>
Scala Annual License	\$ 1,800	
<b>42107 Equipment Maintenance</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
Equipment repair	\$ 300	
Equipment repair parts	2,000	
Loaner equipment	200	
<b>42108 Maintenance Structure/Imp</b>	<b>\$ 1,616</b>	<b>\$ 1,616</b>
Cleaning supplies	\$ 297	
Elevator maintenance	713	
HVAC maintenance	475	
Pest control	131	
<b>42201 Office Expense</b>	<b>\$ 238</b>	<b>\$ 238</b>
<b>4230X Travel and Training</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
NAB Convention for two employees	\$ 2,000	
Other Travel and Training	500	
<b>42514 Special Department Expense</b>	<b>\$ 891</b>	<b>\$ 891</b>
Misc. specialized supplies	594	
Other Special Dept Expenses	297	
<b>Total Professional/Administrative Services</b>	<b>\$ 59,544</b>	
<b>4310X Utilities</b>	<b>\$ 3,276</b>	<b>\$ 3,276</b>
43103 Gas and Electric	\$ 2,970	
43102 Water	306	
<b>43201 Property Taxes</b>	<b>\$ 772</b>	<b>\$ 772</b>
	\$ 772	
<b>44301 Fuel</b>	<b>\$ 208</b>	<b>\$ 208</b>
<b>47101 Equipment</b>	<b>\$48,000</b>	<b>\$ 48,000</b>
4th Council Chambers camera	\$11,000	
A/D cross over units	4,000	
Install HD projector/video wall system for Council Chambers	15,000	
SDI audio embedders and de-embedders	3,000	
Video monitors	3,000	
Video router	12,000	
<b>47103 Furniture</b>	<b>\$1,782</b>	<b>\$ 1,782</b>
2 office desk chairs	\$1,782	

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
 Department Budgets – Community Services

**CABLE ACCESS TV FUND - 505**  
**CABLE ACCESS TV COMMUNITY BUDGET- 120**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salaries & Wages -401	-	-	-	3,018	-	(3,018)	-100%
Employee Benefits - 410	-	-	-	-	-	-	0%
<b>Total Personnel</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,018</b>	<b>-</b>	<b>(3,018)</b>	<b>-100%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	-	-	-	177	177	-	0%
Other Operating Expenses - 43	-	-	-	23	23	-	0%
Materials & Supplies - 44	-	-	-	1	1	-	0%
<b>Total Services and Supplies</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>202</b>	<b>202</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Admin Debits - 46122	-	-	-	1,326	1,323	(3)	0%
IS Charges - 46124	-	-	47	96	188	93	49%
<b>Total Indirect Cost Allocations</b>	<b>-</b>	<b>-</b>	<b>47</b>	<b>1,422</b>	<b>1,511</b>	<b>90</b>	<b>6%</b>
<b>Total</b>	<b>-</b>	<b>-</b>	<b>47</b>	<b>4,642</b>	<b>1,713</b>	<b>90</b>	<b>5%</b>

[1] PEG funded

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 136</b>	<b>\$ 136</b>
Equipment Master Plan consultant	136	
<b>42106 Software Maintenance</b>	<b>\$ 5</b>	<b>\$ 5</b>
Scala Annual License	\$ 5	
<b>42107 Equipment Maintenance</b>	<b>\$ 9</b>	<b>\$ 9</b>
Equipment repair	\$ 1	
Equipment repair parts	7	
Loaner equipment	1	
<b>42108 Maintenance Structure/Imp</b>	<b>\$ 9</b>	<b>\$ 9</b>
Cleaning supplies	\$ 2	
Elevator maintenance	4	
HVAC maintenance	3	
Pest control	1	
<b>42201 Office Expense</b>	<b>\$ 1</b>	<b>\$ 1</b>
	\$ 1	
<b>4230X Travel and Training</b>	<b>\$ 12</b>	<b>\$ 12</b>
NAB Convention for two employees	\$ 9	
Other Travel and Training	\$ 3	
<b>42514 Special Department Expense</b>	<b>\$ 5</b>	<b>\$ 5</b>
Misc. specialized supplies	3.4	
Other Special Dept Expenses	1.7	
<b>Total Professional/Administrative Services</b>	<b>\$ 177</b>	
<b>4310X Utilities</b>	<b>\$ 23</b>	<b>\$ 23</b>
43103 Gas and Electric	\$ 17	
43102 Water	2	
43201 Taxes	4	
<b>44301 Fuel</b>	<b>\$ 1</b>	<b>\$ 1</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

**CABLE ACCESS TV FUND - 505**  
**CABLE ACCESS TV CONTRACT SERVICES- 121**

**EXPENDITURE SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>Personnel</b>							
Salaries & Wages -401	-	-	-	3,018	-	(3,018)	-100%
Employee Benefits - 410	-	-	-	-	-	-	0%
<b>Total Personnel</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,018</b>	<b>-</b>	<b>(3,018)</b>	<b>-100%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	-	-	181	21,297	21,297	-	0%
Other Operating Expenses - 43	-	-	-	2,746	2,746	-	0%
Materials & Supplies - 44	-	-	-	141	141	-	0%
<b>Total Services and Supplies</b>	<b>-</b>	<b>-</b>	<b>181</b>	<b>24,185</b>	<b>24,185</b>	<b>-</b>	<b>0%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	-	-	-	605	605	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>605</b>	<b>605</b>	<b>-</b>	<b>0%</b>
<b>Indirect Cost Allocations</b>							
Admin Debits - 46122	-	132,383	111,865	157,017	156,641	(376)	0%
IS Charges - 46124	-	-	6,274	12,882	25,453	12,571	49%
Legal Charges - 46126	-	-	784	-	-	-	0%
<b>Total Indirect Cost Allocations</b>	<b>-</b>	<b>132,383</b>	<b>118,923</b>	<b>169,899</b>	<b>182,094</b>	<b>12,195</b>	<b>7%</b>
<b>Total</b>	<b>-</b>	<b>132,383</b>	<b>119,103</b>	<b>197,707</b>	<b>206,884</b>	<b>12,195</b>	<b>6%</b>

[1] PEG funded

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – Community Services

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>42101 Professional Services</b>	<b>\$ 16,120</b>	<b>\$ 16,120</b>
Equipment Master Plan consultant	16,120	
<b>42106 Software Maintenance</b>	<b>\$ 611</b>	<b>\$ 611</b>
Scala Annual License	\$ 611	
<b>42107 Equipment Maintenance</b>	<b>\$ 1,008</b>	<b>\$ 1,008</b>
Equipment repair	\$ 121	
Equipment repair parts	806	
Loaner equipment	81	
<b>42108 Maintenance Structure/Imp</b>	<b>\$ 1,096</b>	<b>\$ 1,096</b>
Cleaning supplies	\$ 202	
Elevator maintenance	484	
HVAC maintenance	322	
Pest control	89	
<b>42201 Office Expense</b>	<b>\$ 161</b>	<b>\$ 161</b>
<b>4230X Travel and Training</b>	<b>\$ 1,411</b>	<b>\$ 1,411</b>
NAB Convention for two employees	\$ 1,008	
Other Travel and Training	\$ 403	
<b>42514 Special Department Expense</b>	<b>\$ 891</b>	<b>\$ 891</b>
Misc. specialized supplies	594	
Other Special Dept Expenses	297	
<b>Total Professional/Administrative Services</b>		<b>\$ 21,297</b>
<b>4310X Utilities</b>	<b>\$ 2,746</b>	<b>\$ 2,746</b>
43103 Gas and Electric	\$ 2,015	
43102 Water	208	
43201 Taxes	524	
<b>44301 Fuel</b>	<b>\$ 141</b>	<b>\$ 141</b>
<b>47103 Furniture</b>	<b>\$605</b>	<b>\$ 605</b>
2 office desk chairs	\$605	

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**GENERAL GOVERNMENT**

**Mission**

The mission of General Government is to appropriate funds for general City administrative overhead costs.

**Major Services and Functions**

The General Government Department is a department established in the City’s accounting system to provide a clearing house for payment of certain debt that is not tied to another specific department and accounting of cost recovery for internal services. As currently organized, the department does not perform any services.

**FY 2022/23 Key Accomplishments**

- Account for debt service payments, retiree medical reimbursement, and internal transfers

**FY 2023/24 Key Priorities and Projects**

- Continue to account for internal service functions

**Major Changes in FY 2023/24 Budget**

There are not any major changes to the General Government department budget for FY2023/24.

**Position Summary**

<b>Position</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>
Management Analyst	1.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Note that the Management Analyst position that was budgeted in the department up until FY 2019/20, and performs miscellaneous special projects, was moved to the City Manager department budget in FY 2020/21 to better reflect its primary tasks.

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – General Government

**GENERAL GOVERNMENT BUDGET SUMMARY**

	FY 2020/21 Actual	FY 2021/22 Actual	FY 2022/23 Actual Thru Mar-23	FY 2022/23 Revised Budget	FY 2023/24 Proposed Budget	Prop to Rev \$ Change	Prop to Rev % Change
<b>REVENUE / FUNDING SOURCE</b>							
General Fund - 100	2,867,900	4,582,077	3,151,641	2,911,942	3,191,620	279,678	9%
Measure S 2014 - 106	666,890	692,901	585,000	718,000	783,500	65,500	8%
NPDES Storm Water Fund - 207	2,222	-	-	-	-	-	0%
Recreation Fund - 209	7,987	7,549	5,358	-	-	-	0%
Measure J - 215	48,930	49,664	-	-	-	-	0%
American Rescue Plan Act Fund - 217	-	533,606	4,071,404	4,090,010	-	(4,090,010)	-100%
Sewer Enterprise Fund - 500	16,643	12,191	16,369	-	-	-	0%
Pension Fund - 700	86,587	87,037	-	-	-	-	0%
<b>Total</b>	<b>3,697,159</b>	<b>5,965,026</b>	<b>7,829,772</b>	<b>7,719,952</b>	<b>3,975,120</b>	<b>(3,744,832)</b>	<b>-94%</b>
<b>EXPENDITURES BY CATEGORY</b>							
<b>Personnel</b>							
Salaries & Wages - 401	-	-	-	-	-	-	0%
Salary Savings - 405	-	-	-	(510,000)	(510,000)	-	0%
Employee Benefits - 410	26,864	19,740	-	-	-	-	0%
Med Insurance/Retirement - 411	1,023,038	1,058,878	847,941	1,154,084	1,101,233	(52,851)	-5%
<b>Total Personnel</b>	<b>1,049,902</b>	<b>1,078,618</b>	<b>847,941</b>	<b>644,084</b>	<b>591,233</b>	<b>(52,851)</b>	<b>-9%</b>
<b>Services and Supplies</b>							
Professional & Administrative Services - 42	319,736	714,109	44,029	-	-	-	0%
Other Operating Expenses - 43	17,868	11,545	10,289	16,700	16,700	-	0%
<b>Total Services and Supplies</b>	<b>337,603</b>	<b>725,655</b>	<b>54,319</b>	<b>16,700</b>	<b>16,700</b>	<b>-</b>	<b>0%</b>
<b>Capital Outlay</b>							
Asset Acquisition/Improvement - 47	-	-	-	-	-	-	0%
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>Debt Service</b>							
Debt Principal - 48101	227,389	221,565	215,586	215,586	207,790	(7,796)	-4%
Debt Interest - 48102	327,611	383,580	379,414	379,414	402,210	22,796	6%
Cost of Issuance - 48103	3,607	3,591	1,045	1,107	1,107	-	0%
<b>Total Debt Service</b>	<b>558,607</b>	<b>608,736</b>	<b>596,045</b>	<b>596,107</b>	<b>611,107</b>	<b>15,000</b>	<b>2%</b>
<b>Indirect Cost Allocations</b>							
Information Systems (IS) Charges - 46	158,814	171,690	188,184	301,171	382,305	81,134	21%
General Liability Insurance - 46201	3,580	20,211	-	-	-	-	0%
<b>Total Indirect Cost Allocations</b>	<b>162,394</b>	<b>191,901</b>	<b>188,184</b>	<b>301,171</b>	<b>382,305</b>	<b>81,134</b>	<b>21%</b>
Operating Transfers Out - 49901	1,588,652	3,360,117	6,143,284	6,161,890	2,373,775	(3,788,115)	-160%
<b>Total</b>	<b>3,697,159</b>	<b>5,965,027</b>	<b>7,829,772</b>	<b>7,719,952</b>	<b>3,975,120</b>	<b>(3,744,832)</b>	<b>-94%</b>
<b>EXPENDITURES BY PROGRAM</b>							
General Government - 117	3,697,159	5,965,027	7,829,772	7,719,952	3,975,120	(3,744,832)	-94%
<b>Total</b>	<b>3,697,159</b>	<b>5,965,027</b>	<b>7,829,772</b>	<b>7,719,952</b>	<b>3,975,120</b>	<b>(3,744,832)</b>	<b>-94%</b>

Fiscal Year (FY) 2023/24 Operating and Capital Budget  
Department Budgets – General Government

**MAJOR NON-PERSONNEL EXPENSE DETAILS**

	FY 2022/23	FY 2023/24
<b>4310X Utilities</b>	<b>\$ 16,700</b>	<b>\$ 16,700</b>
43105 Comcast	\$ 500	
43102 Water	900	
43103 Gas/Electric	15,300	
<b>48101 Debt Principal</b>	<b>\$ 221,565</b>	<b>\$ 207,790</b>
Pension Obligation Bond principal	\$ 207,790	
<b>48102 Debt Interest</b>	<b>\$ 353,435</b>	<b>\$ 402,210</b>
Pension Obligation Bond interest	\$ 402,210	
<b>49901 Transfers Out</b>	<b>\$ 1,353,880</b>	<b>\$ 1,590,275</b>
General Reserve	\$ 764,520	
PCTV Operating contribution	105,124	
Recreation operation contribution	597,831	
Recreation: Annual contribution to car show and other City events	122,800	

**MEASURE S - 2014 FUND - 106**

<b>49901 Transfers Out</b>	<b>\$ 718,000</b>	<b>\$ 783,500</b>
Arterial Street Rehabilitation Projects	\$ 250,000	
Cable TV Contribution	55,000	
Recreation-Cinema in the Park	2,500	
Recreation-Community Service Commission	4,000	
Recreation-Summer Sounds in the Park	4,500	
Recreation-Swim Center Contribution	65,000	
Recreation-Tree Lighting	2,500	
Reserve to replace 2 PW vehicles per year	30,000	
Reserves to replace heavy equipment	115,000	
Reserves to replace 2 Dev Svcs vehicles per year	5,000	
Street Projects Funding	250,000	

**American Rescue Plan Act - Fund 2017**

<b>49901 Transfers Out</b>	<b>\$ 4,090,010</b>	<b>\$ -</b>
Transfer out to the General Fund	\$ -	

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## **SCHEDULE OF TRANSFERS**

The General Fund provides annual contributions to the Recreation and Pinole Community Television (PCTV) programs to fund any operational deficiencies. Only the amounts necessary to fund operations are transferred towards the end of the fiscal year. Measure S 2014 funds annual contributions to the Equipment Reserve Fund for future equipment replacement needs, as well as sets aside funds for the arterial street rehabilitation and street improvement projects. Special community events, such as the annual tree lighting, are also funded by Measure S 2014.

FUND #	DESCRIPTION	TRANSFER-OUT		FUND #	DESCRIPTION	TRANSFER-IN	
		ACCOUNT #	AMOUNT			ACCOUNT #	PURPOSE
100	General Fund	100-117-49901	105,124	505	Cable Television Fund	505-119-39901	Cable Television contribution [1]
100	General Fund	100-117-49901	597,831	209	Recreation Fund	209-551-39901	Recreation operating contribution [1]
100	General Fund	100-117-49901	122,800	209	Recreation Fund	209-551-39901	Recreation contribution for special events
100	General Fund	100-117-49901	764,520	150	General Reserve Fund	150-000-39901	Reserve to meet reverse policy level
	<i>Subtotal Transfers from the General Fund</i>		<u>1,590,275</u>				
106	Measure S 2014 Fund	106-117-49901	65,000	209	Recreation Fund	209-557-39901	Swim Center contribution [1]
106	Measure S 2014 Fund	106-117-49901	250,000	325	City Street Fund	325-342-39901	Funding for Future Street Projects
106	Measure S 2014 Fund	106-117-49901	250,000	377	Arterial Streets Rehabilitation Fund	377-342-39901	Fund Portion of Arterial Streets Rehabilitation
106	Measure S 2014 Fund	106-117-49901	55,000	505	Cable Television Fund	505-119-39901	Cable Television contribution [1]
106	Measure S 2014 Fund	106-117-49901	13,500	209	Recreation Fund	209-551-39901	Recreation: Cinema, Community Service, Summer Sounds, Tree Lighting.
106	Measure S 2014 Fund	106-117-49901	30,000	160	Equipment Reserve Fund	160-345-39901	Reserves to replace 2 vehicles per year
106	Measure S 2014 Fund	106-117-49901	115,000	160	Equipment Reserve Fund	160-345-39901	Reserves to replace heavy equipment
106	Measure S 2014 Fund	106-117-49901	5,000	160	Equipment Reserve Fund	160-461-39901	Reserves to replace 2 vehicles per year
	<i>Subtotal Transfers from Measure S 2014</i>		<u>783,500</u>				
217	American Rescue Plan Act Fi	217-117-49901	-	100	General Fund	100-117-39901	Transfer from ARPA fund
700	Pension Fund	700-000-49901	2,245,480	100	General Fund	100-117-39901	Transfer from Pension Trust
	<i>Subtotal Transfers from other funds</i>		<u>2,245,480</u>				
	<i>Grand total Transfers</i>		<u>4,619,255</u>				

**NOTES:**

[1] Only enough to balance Fund will be transferred.

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**DEBT OBLIGATIONS**

A best practice in public finance is to show the City’s debt obligations in its budget. The City has just three long-term debt obligations, other than those of the Redevelopment Successor Agency.

**Pension Obligation Bonds**

On June 1, 2006, the City Council authorized the issuance of \$16,800,000 of Taxable Pension Obligation Bonds, 2006 Series A-2 (Capital Appreciation Bonds). The bonds in the aggregate principal of \$6,214,630 were issued to raise funds, presumably at a lower cost, to pay down the City’s unfunded accrued actuarial liability with CalPERS. The bonds bear compounded interest which is due semi-annually on June 1 and December 1 through 2036. Principal payments are due annually on June 1 through 2036. The debt structure does not allow the bonds to be retired any earlier than 2036. In accordance with Section 4.01 (a) of the Trust Agreement, the City is required to deposit with the Trustee on or before August 1 of each year the annual amount for the upcoming fiscal year ending June 30. The bonds are secured with an insurance policy.

Bonds payable debt service requirements for governmental activities are shown below:

<u>For the Year Ending, June 30</u>	<u>Principal</u>	<u>Interest</u>
2023	215,586	379,414
2024	207,790	402,210
2025	203,321	431,679
2026	195,585	454,415
2027	191,228	483,773
*2028-2032	879,366	2,840,634
*2033-2036	620,010	2,819,990
	<u>\$ 2,512,886</u>	<u>\$ 7,812,114</u>

*\*The total principal and total interest will be spread over the five-year period.*

**2016 Wastewater Revenue Refunding Bonds**

On June 30, 2016, the City of Pinole issued an \$8,251,000 Wastewater Revenue Refunding Bond (Bank Qualified) to redeem its 2006 Wastewater Revenue Bonds which were issued to finance certain capital improvements to the City’s wastewater system. The bonds bear annual interest at 2.95% which is payable semi-annually on March 1 and September 1 of each year through 2036. Principal payments are due annually beginning on September 1, 2016 through 2036. The bond is secured with pledged net wastewater revenues.

Bonds payable debt service requirements for business-type activities are shown below:

For the Year Ending, June 30	Principal	Interest
2023	341,000	181,440
2024	347,000	171,292
2025	362,000	160,384
2026	372,000	150,008
2027	381,000	138,901
2028-2032	2,089,000	516,029
2033-2037	2,429,000	183,564
	<u>\$ 6,321,000</u>	<u>\$ 1,502,066</u>

### 2016 Clean Water State Revolving Fund

In May 2016, the City entered into a loan agreement with the State of California Water Resources Control Board to provide funding for its 50% share of upgrades to the Pinole-Hercules Wastewater Pollution Control Plant to achieve compliance with Regional Water Quality Board NPDES. Funds are drawn on the agreement as work is completed up to a maximum amount of \$26.7 million plus any construction period interest. The loan accrues interest at a rate of 1.7 percent annually. Annual principal payments are due each July 1, commencing July 1, 2020. Final payment is due July 2049. Net revenues, defined as all sewer enterprise fund revenues less operations and maintenance costs (excluding depreciation and amortization expenses), are pledged for future debt service. As of June 30, 2022, the total debt outstanding on the loan is \$24,105,949.

Year Ending June 30,	Principal	Interest
2023	679,383	409,801
2024	690,932	398,252
2025	702,678	386,506
2026	714,624	374,560
2027	726,772	362,412
2028-2032	3,823,443	1,622,477
2033-2037	4,159,675	1,286,245
2038-2042	4,525,475	920,445
2043-2047	4,923,443	522,477
2048-2050	3,159,524	108,027
	<u>\$ 24,105,949</u>	<u>\$ 6,391,201</u>





**CITY OF PINOLE**  
**CAPITAL IMPROVEMENT PLAN**  
**FY 2023/24 – 2027/28**

**June 20, 2023**





# CAPITAL IMPROVEMENT PLAN FY 2023/24 – 2027/28

## CITY COUNCIL

Devin T. Murphy, Mayor

Maureen Toms, Mayor Pro Tem

Anthony L. Tave, Council Member

Cameron N. Sasai, Council Member

Norma Martínez-Rubin, Council Member

## CITY MANAGER

Andrew Murray

## PUBLIC WORKS DIRECTOR

Sanjay Mishra

## CAPITAL IMPROVEMENT & ENVIRONMENTAL PROGRAM MANAGER

Misha Dhillon



**CAPITAL IMPROVEMENT PLAN: FY 2023/24 THROUGH FY 2027/28  
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## Introduction

The Capital Improvement Plan (CIP) is a multi-year tool used to identify the City's capital needs and schedule capital improvement projects over the upcoming five-year period. Capital improvements include the design, purchase, construction, maintenance, or improvement of public capital assets (i.e., streets, parks, buildings, etc.).

The projects in the CIP fall into the following broad categories:

- Facility maintenance;
- Parks;
- Sewer collection and treatment;
- Stormwater;
- Streets and roads; and
- Infrastructure assessments.

The FY 2023/24 – 2027/28 CIP contains 32 capital improvement projects and 9 infrastructure assessments that are scheduled to be undertaken over the five-year timeframe and are fully or partially funded. The CIP also includes information for 35 unfunded projects. A funded project is one that has identified specific funding, including on-going existing resources to fully implement the project. A partially funded project has funding to accomplish various phases of the project but lacks sufficient funding to complete the project. An unfunded project is one that has been identified in the CIP as a need but no funding secured to implement the project. Should funding become available through grant or other sources, the unfunded list can be reviewed to determine if it is suitable to seek such funding.

Each project is assigned a project number and described in detail in the project sheets. The nomenclature for the project number is derived as follows:

- Project numbers begin with the abbreviation of the project category, followed by the year the project was first programmed, and then a unique sequence number. For example, FA2001 refers to a facilities project which was first programmed in 2020 with a unique sequence number of 01. Unfunded projects begin with UF and are followed by a unique sequence number.

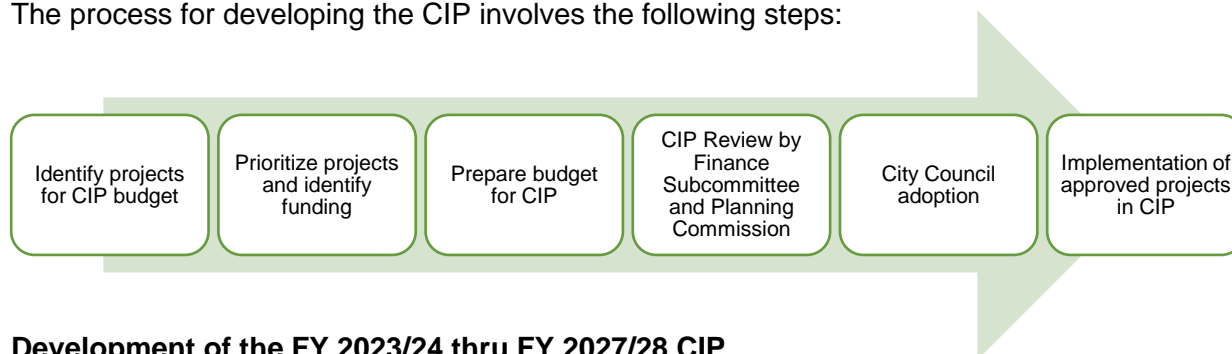
Category	Abbreviation
Facilities	FA
Parks	PA
Sewer	SS
Stormwater	SW
Streets & Roads	RO
Infrastructure Assessments	IA
Unfunded	UF

The CIP is reviewed and updated annually. In recent years, the City has increased its focus on assessing the state of the City's infrastructure by inventorying all the assets, assessing their contributions to a safe and vibrant Pinole, assessing their current conditions, and creating a disciplined investment approach resulting in a strong and purpose driven Capital Investment Plan.

The preparation and adoption of the CIP is an important part of Pinole's financial planning and budgeting process. Proposed projects are reviewed by the Planning Commission for consistency with the General Plan. The project description sheet provides information on the General Plan goal or policy that the project aligns with. Appendix I describes the applicable

General Plan goals and policies. The Finance Subcommittee also reviews the CIP and makes recommendations.

The process for developing the CIP involves the following steps:



### Development of the FY 2023/24 thru FY 2027/28 CIP

Most of the projects in the FY 2023/24 thru FY 2027/28 CIP are the continuation of multi-year projects that have already been initiated or are projects that were included in the prior year’s CIP but have not yet been initiated. The FY 2023/24 thru FY 2027/28 CIP was developed by taking the adopted FY 2022/23 thru FY 2026/27 CIP, then deleting projects that have been completed or no longer seem necessary and adding new projects. Below is a summary of the changes during FY 2022/23.

#### Project added to the CIP by the City Council during FY 2022/23

- RO2304 – Safety Improvements at Tennent Ave./Pear & Plum St.

#### Project removed from the CIP by the City Council during FY 2022/23

- FA2201 – Faria House Renovations

#### Project removed from the CIP by the Staff during FY 2022/23

- SW2002 – Adobe Road Repair and Drainage Improvements

#### Projects expected to be complete by FY 2022/23

- FA2002 – Electric Vehicle Charging Stations
- PA2203 – Playground Rubberized Surface Improvements
- IN2104 – Local Road Safety Plan
- IN2001 – Sanitary Sewer Master Plan

The City’s capital projects have historically been prioritized based on a number of factors, including regulatory compliance, health/safety, grant funding availability, sustainability and conservation, and others. In FY 2022/23, City staff created a more structured, quantitative methodology for prioritizing capital projects. The prioritization matrix is a planning and evaluation tool to optimize available resources. Staff ranks capital projects which have not been initiated based on the following methodology.

CATEGORY	SCORE (1-5)		CATEGORY WEIGHT	WEIGHTED SCORE
Regulatory Compliance			4	
Health/Safety			3	
Project Dependency/Bundling			3	
Long-Term Planning			2	

State of Infrastructure			2	
Operating Budget Impact			2	
Quality of Life			2	
Grant Funding			1	
Sustainability and Conservation			1	
<b>TOTAL SCORE (100 Points Maximum)</b>				

The methodology scores each potential capital project on nine weighted criteria. This results in a score between 0 and 100 for each project. Staff has used this new methodology for the first time in creating the FY 2023/24 through 2027/28 Five-Year CIP.

Staff ranked all projects in the CIP including unfunded projects. The scores are listed on each project sheet and serve as the basis for selecting which capital projects staff initiates based on available resources. Note, this matrix does not consider infrastructure assessments. Project sheets contain the weighted score. Additional information on category scoring guidelines are described in Appendix II. Staff rated the projects in the current CIP that have not yet been initiated. The ranking of these not-yet-initiated projects was used by staff to propose, in the FY 2023/24 through 2027/28 Five-Year CIP, which projects to schedule for FY 2023/24 and which to schedule for later years.

Projects from the adopted FY 2022/23 through 2026/27 Five-Year CIP that have not yet been started and staff recommends for deferral because they are low priority

- FA2302 – Plum St. Parking Lot Improvements
- PA2201 – Pocket Parks – Galbreth Rd.
- PA1901 – Pinole Valley Park Soccer Field Rehabilitation
- SW2001 – Roble Road Drainage Improvements
- RO2301 – Road Rehabilitation (formerly known as Residential Slurry Seal and combination of RO2501 & RO2401)
- RO2107 – Brandt St. Improvements
- RO1708 – Pinole Valley Road Improvements

New projects that staff recommended for addition because they are high priority or they have a substantial outside funding contribution

- PA2301 – Tree Mitigation
- RO2303 – Pinole Smart Signals
- RO2302 – Safety Improvements on Arterial Roadways
- IN2301 – Facilities and Real Estate Master Plan

Below are the list of capital improvement projects and infrastructure assessments included in the FY 2023/24 – 2027/28 CIP:

<b>FACILITIES</b>	
<b>Project #</b>	<b>Project Name</b>
FA2302	Plum St. Parking Lot Improvements
FA2301	Public Safety Building Modernization

FA2202	Senior Center Modernization
FA1902	Energy Upgrades
FA1901	Senior Center Auxiliary Parking Lot (formerly known as Fowler House lot reuse)
FA1703	City Hall Modernization (formerly known as Paint City Hall)
FA1702	Citywide Roof repairs and replacement
<b>PARKS</b>	
<b>Project #</b>	<b>Project Name</b>
PA2301	Tree Mitigation
PA2202	Skatepark Rehabilitation
PA2201	Pocket Parks - Galbreth Rd.
PA2101	Installation of high-capacity trash bins
PA1901	Pinole Valley Park Soccer Field Rehabilitation
<b>SANITARY SEWER</b>	
<b>Project #</b>	<b>Project Name</b>
SS2203	Effluent Outfall
SS2201	Sanitary Sewer Rehabilitation
SS2101	Secondary Clarifier - Center Column Rehabilitation
SS2102	Air Release Valve Replacements
SS2002	Water Pollution Control Plant Lab Remodel
SS1702	Sewer Pump Station Rehabilitation
<b>STORMWATER</b>	
<b>Project #</b>	<b>Project Name</b>
SW2001	Roble Road Drainage Improvements
SW1901	Hazel Street Storm Drain Improvements
<b>STREETS &amp; ROADS</b>	
<b>Project #</b>	<b>Project Name</b>
RO2301	Road Rehabilitation (formerly known as Residential Slurry Seal)
RO2101	Arterial Rehabilitation
RO2102	Tennent Ave. Rehabilitation
RO2107	Brandt St. Improvements

RO1902	Pedestrian Improvements at Tennent Ave. near R X R
RO1802	Hazel Street Gap Closure (Sunnyview)
RO1710	San Pablo Ave. Bridge over BNSF Railroad
RO1708	Pinole Valley Road Improvements
RO1714	Safety Improvements at Appian Way & Marlesta Rd. (formerly known as HAWK at Appian Way and Marlesta)
RO2304	Safety Improvements at Tennent Ave./Pear & Plum
RO2303	Pinole Smart Signals
RO2302	Safety Improvements on Arterial Roadways
<b>INFRASTRUCTURE ASSESSMENTS</b>	
<b>Project #</b>	<b>Project Name</b>
IN2201	Energy Conservation, Generation, & Storage Assessment (formerly known as Energy Audit)
IN2101	Emergency Power for Critical Facilities
IN2102	Municipal Broadband Feasibility
IN2103	Recycled Water Feasibility
IN2301	Facilities and Real Estate Master Plan
IN2106	Active Transportation Plan
IN2105	Appian Way Complete Streets (formerly Project #RO2105)
IN1703	Storm Drain Master Plan
IN1704	Parks Master Plan

The FY 2023/24 – 2027/28 CIP contains a list of 35 unfunded projects. The following projects were added as a result of recommendations from recently completed master planning efforts and bridge inspections:

- Pinon – 1
- Pinon – 2
- Tennent – 1
- Tennent – 2
- Signalized Intersections
- Pedestrian Safety at Signalized Intersections
- Safety at Unsignalized Intersections
- Roadway Segments # 1
- Roadway Segments # 2
- Roadway Segments # 3
- Vehicular Bridge Maintenance

The following projects were added as a result of Council requests:



- Fernandez Park Improvements
- San Pablo Avenue Complete Streets
- Faria House Renovations

The following projects were removed:

- Installation of High Intensity Activated crossWALK (HAWK)
- San Pablo Lift Station Upgrade
- Sewer Collection System Rehabilitation

### Next Steps in City Capital Planning

The City is in the process of completing a condition assessment of all of the City’s capital assets to identify the funding levels required to maintain these assets. The City will continue to integrate capital planning information into the Long-Term Financial Plan, so City decision makers are aware of the City’s capital needs when they consider allocation of the City’s limited financial resources and consider possibly pursuing additional sources of City revenue.

### Project Funding

A variety of funding sources support projects listed in the CIP. The first year’s program in the CIP is adopted by the City Council as the Capital Budget, as a counterpart to the annual Operating Budget. The fiscal resources are appropriated only in the first year, the subsequent four years of the CIP are important for long term planning and subject to further review and modification.

The CIP is funded primarily with funds restricted for specific purposes. The next section describes various funding sources and their restrictions. Some projects are entirely or partially funded by grants and reimbursements from state and federal government and other agencies.

### Funding Sources

Fund #	Fund Name (restriction)	Description
100	General Fund (unrestricted)	The General Fund is the main operating fund for the City. It accounts for sources and uses of resources that (primarily) are discretionary to the City Council in the provision of activities, programs and services deemed necessary and desirable by the community.
106	Measure S 2014 (unrestricted)	Accounts for 2014 voter-approved half-cent Local Use Tax which levies 0.5% each on all merchandise. Although these are unrestricted General Fund revenues, the 2014 Use Taxes have been allocated by the City Council to fund Infrastructure Projects as their highest funding priority.
200	Gas Tax - RMRA (roads and right-of-way)	Accounts for the Highway Users Tax (HUTA) State imposed excise taxes on gasoline and diesel fuel sales within the City limits. Gas Tax funds are restricted for use in the construction, improvement and maintenance of public streets. The taxes are allocated to Pinole through the Road Maintenance and Rehabilitation Account (RMRA)

		established by the Road Repair and Accountability Act of 2017.
214	Solid Waste	Accounts for special revenue received from Republic Services from a surcharge assessed on customer rates for solid waste services. These funds are set aside for future solid waste capital and for a rate stabilization fund.
276	Growth Impact Fees (nexus identified needs)	Accounts for development fees collected to mitigate the impact of new development. Provides funds for nexus identified needs only.
325	City Street Improvements (roads only)	Accounts for funds set aside by the City of Pinole to fund street improvement projects. The Measure S 2014 funding plan allocates \$250k annually to this fund.
500	Sewer Enterprise (sewer only)	Accounts for fees charged to residents and businesses for sewer utilities. Fees are used to operate the Pinole-Hercules Water Pollution Control Plant which services the Pinole and Hercules areas.

**Grants**

Certain projects are eligible to receive grant funds from state, federal, or other agencies. City staff actively pursues outside funding sources to support projects that are programmed in the CIP. Grants differ based on scope of work, funding source, requirements, and timelines. A grant’s scope is determined by the policy goals of the grantor, and the grantee is obligated to provide deliverables based on the terms and conditions set forth in the grant funding agreement.

Before responding to a grant opportunity, staff reviews the grant solicitation to evaluate the:

- eligibility requirements to ensure the City can apply for funds;
- alignment of scope with the City’s adopted CIP;
- feasibility of undertaking the responsibility of grant deliverables;
- short term revenue vs. long term costs of the opportunity to ensure that the grant revenue does not result into a fiscal burden of unprecedented permanent or long term expenditures such as the need to hire additional staff, ongoing operations and maintenance;
- required resources vs. available resources such as staff support and grant match;
- indirect costs related to administration of the grant such as legal fees; and
- cost benefit analysis to confirm that the grant is in the City’s best interests.

Once a viable grant opportunity is identified, staff follows the grantors’ determined application process to develop application materials and submit the grant. After notification of grant award, staff is responsible for grant implementation which includes project execution, oversight, reporting/reimbursement requests, record keeping, and project closeout. Effective management of the grant funds limits the City’s exposure to grant-related legal liability and improves the efficiency and impacts of projects which are funded through grants.

Road projects listed in the CIP receive grant funding from a variety of sources such as:

- California Department of Transportation (Caltrans)
  - Highway Bridge Program (HBP) – funds to improve bridge structural safety.
    - Project: RO1710
  - Highway Safety Improvement Program (HSIP) – funds projects that significantly reduce fatalities and injuries on all public roads.
    - Project: RO2302
- West Contra Costa Transportation Advisory Committee (WCCTAC)
  - Subregional Transportation Mitigation Program (STMP) – funds projects that provide congestion relief and mitigate traffic impacts on regional routes through capacity improvements on those routes, improved transit services for subregional and regional travel, and improved facilities that allow West County residents to more efficiently access regional routes and transit service.
    - Projects: IN2105, RO1902, and RO1710
- Metropolitan Transportation Commission (MTC)
  - One Bay Area Grant (OBAG) – policy framework for MTC’s distribution of federal State Transportation Program and Congestion Mitigation and Air Quality Improvement Program funds. The OBAG program provides funding for local street and road maintenance, streetscape enhancements, bicycle and pedestrian improvements, Safe Route to School projects, Priority Conservation Areas, and Transportation planning.
    - ProjectS: RO1714, RO2303
  - Transportation Development Act (TDA) Article 3 – funds construction and/or engineering of bicycle or pedestrian capital or quick build projects, maintenance of Class I or Class IV separated bikeways, bicycle and/or pedestrian safety education projects, development of a comprehensive bicycle or pedestrian facilities plans, and restriping Class II bicycle lanes and buffered bicycle lanes.
    - Project: RO1714

The receipt of certain grants and reimbursements typically follow the award of contracts; therefore, other City funding is programmed for front-end financing of the total estimated project costs.

**CITY OF PINOLE  
CAPITAL IMPROVEMENT PLAN: FY 2023/24 THROUGH FY 2027/28  
FUNDING SUMMARY**

<b>SOURCES BY FUND</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>	<b>FY 2026-27</b>	<b>FY 2027-28</b>	<b>5-Year Total</b>
<b>100 - General Fund</b>	\$260,000	\$480,000				\$740,000
<b>106 - Measure S 2014</b>	\$3,053,796	\$2,682,746	\$100,000			\$5,836,542
<b>200 - Gas Tax</b>	\$896,963	\$481,082				\$1,378,045
<b>214 - Solid Waste</b>	\$125,000	\$100,000	\$100,000	\$100,000		\$425,000
<b>215 - Grant: TLC</b>	\$133,579					\$133,579
<b>215 - Grant: HSIP</b>	\$239,040					\$239,040
<b>215 - Grant: OBAG</b>	\$350,000					\$350,000
<b>276 - Growth Impact Fees</b>	\$1,003,000	\$395,000				\$1,398,000
<b>325 - City Street Improvements</b>		\$417,321				\$417,321
<b>325 - TDA Article 3</b>	\$129,400					\$129,400
<b>325 - Grant: STMP Fees</b>	\$1,643,889					\$1,643,889
<b>325 - Grant: HBP</b>	\$41,394					\$41,394
<b>377 - Arterial Streets Rehabilitation</b>	\$758,624					\$758,624
<b>500 - Sewer Enterprise Fund</b>	\$2,825,814	\$3,160,597	\$800,000	\$3,800,000	\$4,129,000	\$14,715,411
<b>Sources Total</b>	<b>\$11,460,499</b>	<b>\$7,716,746</b>	<b>\$1,000,000</b>	<b>\$3,900,000</b>	<b>\$4,129,000</b>	<b>\$28,206,245</b>
<b>Unfunded Total</b>	<b>\$1,320,300</b>	<b>\$28,950,000</b>				<b>\$30,270,300</b>
<b>Total Sources Required</b>	<b>\$12,780,799</b>	<b>\$36,666,746</b>	<b>\$1,000,000</b>	<b>\$3,900,000</b>	<b>\$4,129,000</b>	<b>\$58,476,545</b>



**CITY OF PINOLE  
CAPITAL IMPROVEMENT PLAN: FY 2023/24 THROUGH FY 2027/28  
FUNDING SUMMARY**

SOURCES BY FUND	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	5-Year Total
100 - General Fund	\$ 260,000	\$ 480,000	\$ -	\$ -	\$ -	\$ 740,000
106 - Measure S 2014	\$ 3,053,796	\$ 2,682,746	\$ 100,000	\$ -	\$ -	\$ 5,836,542
200 - Gas Tax	\$ 896,963	\$ 481,082	\$ -	\$ -	\$ -	\$ 1,378,045
214 - Solid Waste	\$ 125,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 425,000
215 - Grant: TLC	\$ 133,579	\$ -	\$ -	\$ -	\$ -	\$ 133,579
215 - Grant: HSIP	\$ 239,040	\$ -	\$ -	\$ -	\$ -	\$ 239,040
215 - Grant: OBAG	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
276 - Growth Impact Fees	\$ 1,003,000	\$ 395,000	\$ -	\$ -	\$ -	\$ 1,398,000
325 - City Street Improvements	\$ -	\$ 417,321	\$ -	\$ -	\$ -	\$ 417,321
325 - Grant: TDA Article 3	\$ 129,400	\$ -	\$ -	\$ -	\$ -	\$ 129,400
325 - Grant: STMP Fees	\$ 1,643,889	\$ -	\$ -	\$ -	\$ -	\$ 1,643,889
325 - Grant: HBP	\$ 41,394	\$ -	\$ -	\$ -	\$ -	\$ 41,394
377 - Arterial Streets Rehabilitation	\$ 758,624	\$ -	\$ -	\$ -	\$ -	\$ 758,624
500 - Sewer Enterprise Fund	\$ 2,825,814	\$ 3,160,597	\$ 800,000	\$ 3,800,000	\$ 4,129,000	\$ 14,715,411
<b>Sources Total</b>	<b>\$ 11,460,499</b>	<b>\$ 7,716,746</b>	<b>\$ 1,000,000</b>	<b>\$ 3,900,000</b>	<b>\$ 4,129,000</b>	<b>\$ 28,206,245</b>
<b>Unfunded Total</b>	<b>\$ 1,320,300</b>	<b>\$ 28,950,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,270,300</b>
<b>Total Sources Required</b>	<b>\$ 12,780,799</b>	<b>\$ 36,666,746</b>	<b>\$ 1,000,000</b>	<b>\$ 3,900,000</b>	<b>\$ 4,129,000</b>	<b>\$ 58,476,545</b>

FACILITIES							
PRJ #	PROJECT	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	5-Year Total
FA2302	Plum St. Parking Lot Improvements	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ 80,000
FA2301	Public Safety Building Modernization	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 300,000
FA2202	Senior Center Modernization	\$ 160,000	\$ 160,000	\$ -	\$ -	\$ -	\$ 320,000
FA1902	Energy Upgrades	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
FA1901	Senior Center Auxiliary Parking Lot	\$ 405,085	\$ 922,746	\$ -	\$ -	\$ -	\$ 1,327,831
FA1703	City Hall Modernization	\$ 125,000	\$ 125,000	\$ -	\$ -	\$ -	\$ 250,000
FA1702	Citywide Roof repairs and replacement	\$ 450,000	\$ 450,000	\$ -	\$ -	\$ -	\$ 900,000
PARKS							
PRJ #	PROJECT	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	5-Year Total
PA2301	Tree Mitigation	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ 150,000
PA2202	Skatepark Rehabilitation	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
PA2201	Pocket Parks - Galbreth Rd.	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ 65,000
PA2101	Installation of high-capacity trash bins	\$ 125,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 425,000
PA1901	Pinole Valley Park Soccer Field Rehabilitation	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
SANITARY SEWER							
PRJ #	PROJECT	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	5-Year Total
SS2203	Effluent Outfall*	\$ 150,000	\$ -	\$ -	\$ 3,000,000	\$ -	\$ 3,150,000
SS2201	Sanitary Sewer Rehabilitation	\$ 1,500,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 4,700,000
SS2101	Secondary Clarifier - Center Column Rehabilitation*	\$ 425,000	\$ -	\$ -	\$ -	\$ -	\$ 425,000
SS2102	Air Release Valve Replacements*	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
SS2002	Storm Drain Master Plan	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
SS1702	Sewer Pump Station Rehabilitation	\$ 1,200,000	\$ 2,254,000	\$ -	\$ -	\$ 3,329,000	\$ 6,783,000
STORMWATER							
PRJ #	PROJECT	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	5-Year Total
SW2001	Roble Road Drainage Improvements	\$ -	\$ 700,000	\$ -	\$ -	\$ -	\$ 700,000
SW1901	Hazel Street Storm Drain Improvements	\$ 440,098	\$ -	\$ -	\$ -	\$ -	\$ 440,098
STREETS & ROADS							
PRJ #	PROJECT	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	5-Year Total
RO2304	Safety Improvements at Tennent Ave./Pear & Plum	\$ 158,322	\$ -	\$ -	\$ -	\$ -	\$ 158,322
RO2303	Pinole Smart Signals	\$ 154,302	\$ -	\$ -	\$ -	\$ -	\$ 154,302
RO2302	Safety Improvements on Arterial Roadways	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ 275,000
RO2301	Road Rehabilitation	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000
RO2107	Brandt St. Improvements	\$ -	\$ 170,000	\$ -	\$ -	\$ -	\$ 170,000
RO2102	Tennent Ave. Rehabilitation	\$ 814	\$ 655,000	\$ -	\$ -	\$ -	\$ 655,814
RO2101	Arterial Rehabilitation	\$ 1,655,587	\$ -	\$ -	\$ -	\$ -	\$ 1,655,587
RO1902	Pedestrian Improvements at Tennent Ave. near R X R	\$ 1,365,000	\$ -	\$ -	\$ -	\$ -	\$ 1,365,000
RO1802	Hazel Street Gap Closure (Sunnyview)	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
RO1714	Safety Improvements at Appian Way & Marlesta Rd.	\$ 672,429	\$ -	\$ -	\$ -	\$ -	\$ 672,429
RO1710	San Pablo Ave. Bridge over BNSF Railroad	\$ 1,974,162	\$ 28,800,000	\$ -	\$ -	\$ -	\$ 30,774,162
RO1708	Pinole Valley Road Improvements	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
INFRASTRUCTURE ASSESSMENTS							
PRJ #	ASSESSMENT	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	5-Year Total
IN2301	Facilities & Real Estate Master Plan	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
IN2201	Energy Conservation, Generation, & Storage Assessment	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
IN2101	Emergency Power for Critical Facilities	\$ 30,000	\$ 170,000	\$ -	\$ -	\$ -	\$ 200,000
IN2102	Municipal Broadband Feasibility	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
IN2103	Recycled Water Feasibility	\$ 60,000	\$ 140,000	\$ -	\$ -	\$ -	\$ 200,000
IN2105	Appian Way Complete Streets	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
IN2106	Active Transportation Plan	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ 170,000
IN1703	Storm Drainage Master Plan	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
IN1704	Parks Master Plan	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
<b>Uses by Project Total</b>		<b>\$12,780,799</b>	<b>\$36,666,746</b>	<b>\$1,000,000</b>	<b>\$3,900,000</b>	<b>\$4,129,000</b>	

**LEGEND:**

- Project numbers: **FA** = Facilities; **PA** = Parks; **SS** = Sanitary Sewer; **SW** = Storm Water; **RO** = Streets & Roads; **IN** = Infrastructure Assessments
- \* Project cost to be split 50% with the City of Hercules

## FA2302 - PLUM ST. PARKING LOT IMPROVEMENTS

<b>Functional Area</b> : Facilities		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b> : 12	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input checked="" type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required	<input type="checkbox"/> Rehabilitation						
<b>Estimated Expenditures to-date</b>	\$ -	\$ -	\$ 80,000.00	\$ -	\$ -	\$ -	\$ 80,000
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2024		

### Description

To provide a secure parking area for Police vehicles in the Plum St. parking lot. The parking lot will remain open for the public. A portion of the parking lot, approximately 25 spaces will be secured with a chain-link fence with security gates for Police vehicles. The layout of the parking lot is in the preliminary design phase.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Policy CS.2.6

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2023-2028
Design		7,950				\$ 7,950
Construction		65,500				\$ 65,500
Contingency		6,550				\$ 6,550
<b>TOTAL USES</b>	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ 80,000
SOURCE(S)						
276 - Growth Impact Fees		\$ 80,000				\$ 80,000
<b>TOTAL FUNDS</b>	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ 80,000

## FA2301 - PUBLIC SAFETY BUILDING MODERNIZATION

<b>Functional Area</b> : Facilities		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b> : 34	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/>	New	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/>	Replacement						<input type="checkbox"/>
<input type="checkbox"/>	Land/Row Acq. Required		<input checked="" type="checkbox"/>	Renovation			
<input type="checkbox"/>	Rehabilitation						
<b>Estimated Expenditures to-date</b>	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 300,000
<b>Project Start</b> : 7/1/2024					<b>Estimated Completion</b> : 6/30/2026		

### Description

To extend the useful life of the Public Safety building, there are several items that require attention including but not limited to replacement of the HVAC system, carpet, flooring, water heaters, light fixtures, fans, etc. In addition, the building requires painting (interior and exterior), and the locker rooms also require renovation.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Policy CS.2.6, Goal CS.1, Policy CS.1.1, Policy SE.1.3

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Construction	\$ 90,000	\$ 90,000	\$ 90,000			\$ 270,000
Contingency	\$ 10,000	\$ 10,000	\$ 10,000			\$ 30,000
<b>TOTAL USES</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>
SOURCE(S)						
106 - Measure S 2014	\$ 25,000	\$ 100,000	\$ 100,000			\$ 225,000
276 - Growth Impact Fees	\$ 75,000					\$ 75,000
<b>TOTAL FUNDS</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>

## FA2202 - SENIOR CENTER MODERNIZATION

<b>Functional Area</b> : Facilities		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b> : 37	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input checked="" type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required	<input type="checkbox"/> Rehabilitation						
<b>Estimated Expenditures to-date</b>	\$ -	\$ 160,000	\$ 160,000	\$ -	\$ -	\$ -	\$ 320,000
<b>Project Start</b> : 7/1/2024					<b>Estimated Completion</b> : 6/30/2026		

### Description

The project includes a facilities condition assessment and design and construction of improvements to modernize the existing Senior Center building located at 2525 Charles Avenue. Work will include upgrades to energy system, roof replacement, and interior renovations.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Policy CS.2.6, Goal CS.1, Policy CS.1.1, Policy SE.1.3

### Summary of Capital Cost

USE(S)	Budget		Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28		
Construction	\$ 150,000	\$ 150,000				\$ 300,000	
Contingency	\$ 10,000	\$ 10,000				\$ 20,000	
<b>TOTAL USES</b>	<b>\$ 160,000</b>	<b>\$ 160,000</b>	\$ -	\$ -	\$ -	<b>\$ 320,000</b>	
SOURCE(S)							
106 - Measure S 2014	\$ 15,000	\$ 160,000				\$ 175,000	
276 - Growth Impact Fees	\$ 145,000					\$ 145,000	
<b>TOTAL FUNDS</b>	<b>\$ 160,000</b>	<b>\$ 160,000</b>	\$ -	\$ -	\$ -	<b>\$ 320,000</b>	



## FA1902 - ENERGY UPGRADES

<b>Functional Area</b> : Facilities		<b>Project Origin</b> : End of life cycle			<b>Priority Score</b> 44		
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New <input checked="" type="checkbox"/> Replacement <input type="checkbox"/> Land/Row Acq. <input type="checkbox"/> Rehabilitation	<input type="checkbox"/> Expansion <input type="checkbox"/> Renovation <input type="checkbox"/> Land/Row Acq. Required	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<b>Estimated Expenditures to-date</b>	\$ 99,189	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 249,189
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2024		

### Description

The heating, ventilation, and cooling (HVAC) systems at City Hall and Senior Center have reached the end of their useful life and need to be replaced. A portion of the roof at the Senior Center will also need to be replaced. In April 2021, the AC unit at City Hall broke down and was replaced. This project is contingent upon completion of IN2201 - Energy Conservation, Generation, & Storage Assessment.



### History, Status, or Impact if Delayed

In October 2020, City staff began working with Marin Clean Energy's (MCE's) Energy Efficiency program to explore opportunities for energy conservation and generation at City owned facilities by replacing the HVAC systems and upgrading streetlights. It was determined that the MCE program could not incentivize HVAC replacement project or the upgrade of the streetlights. This project was formerly known as FA1706 and FA1801.

### General Plan Goals/Policies

Policy GM.4.1, Goal CS.9, Policy CS.9.1, Policy HS.4.3, Goal SE.4, Policy SE.1.3

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Construction	\$ 135,000					\$ 135,000
Contingency	\$ 15,000					\$ 15,000
<b>TOTAL USES</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>
SOURCE(S)						
106 - Measure S 2014	\$ 150,000					\$ 150,000
<b>TOTAL FUNDS</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>

## FA1901 - SENIOR CENTER AUXILIARY PARKING LOT

<b>Functional Area</b> : Facilities		<b>Project Origin</b> : Fowler Lot Re-Use Committee				<b>Priority Score</b>	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input checked="" type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required	<input type="checkbox"/> Rehabilitation						
<b>Estimated Expenditures to-date</b>	\$ 96,570	\$ 405,085	\$ 922,746	\$ -	\$ -	\$ -	\$ 1,424,401
<b>Project Start</b> : 7/1/2020					<b>Estimated Completion</b> : 6/30/2025		

### Description

On February 2, 2021 City Council adopted Resolution 2021-07 and awarded a contract to a consultant for the preliminary engineering and design for the parking lot. The parking lot will be designed to be a multi-benefit project that includes pavement structural section, striping, lighting, bicycle parking, electric vehicle charging stations, stormwater capture and retention, and drought tolerant landscaping. The final design will offer the maximum number of parking spaces while allowing access for both vehicles and pedestrians and include aesthetic design components. On June 7, 2022, City Council directed staff to incorporate the installation of a solar canopy and backup battery system at the site.



### History, Status, or Impact if Delayed

On April 16, 1990 City Council adopted Resolution 2380 authorizing the purchase of 2548 Charles Street. At the time of purchase, City Council determined that construction of a Senior Center was necessary, and that this property was needed to provide sufficient parking for the Center. The parcel is surrounded by municipal parking lots which serve the Senior Center and Old Town Pinole. The Fowler House tenants remained in the property till 2010 and many discussions took place to determine the best use of the property. It was determined that the house had asbestos and lead paint. On July 17, 2018, City Council adopted Resolution 2018-67 to create the Fowler Lot Re-use Committee to evaluate the reuse and redevelopment of the property. The Committee evaluated uses for the lot and determined the best use of the property is a parking lot. On October 16, 2018, the City Council adopted Resolution No. 2018-93 to approve a contract with a construction company to abate and demolish the Fowler house. The property demolition was completed on March 11, 2019. On July 21, 2020, City Council adopted Resolution 2020-68 to accept the final recommendation of the Committee.

### General Plan Goals/Policies

Goal CE.5, Goal CS.1, Policy GM.4.1

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Design	\$ 130,085					\$ 130,085
Construction	\$ 250,000	\$ 838,860				\$ 1,088,860
Contingency	\$ 25,000	\$ 83,886				\$ 108,886
<b>TOTAL USES</b>	<b>\$ 405,085</b>	<b>\$ 922,746</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,327,831</b>
<b>SOURCE(S)</b>						
106 - Measure S 2014	\$ 405,085	\$ 922,746				\$ 1,327,831
<b>TOTAL FUNDS</b>	<b>\$ 405,085</b>	<b>\$ 922,746</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,327,831</b>

## FA1703 - CITY HALL MODERNIZATION

<b>Functional Area</b> : Facilities		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b> : 35	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/>	New	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/>	Replacement						
<input type="checkbox"/>	Land/Row Acq. Required						
<input type="checkbox"/>	Rehabilitation						
<input type="checkbox"/>	Expansion						
<input checked="" type="checkbox"/>	Renovation						
<b>Estimated Expenditures to-date</b>	\$ -	\$ 125,000	\$ 125,000	\$ -	\$ -	\$ -	\$ 250,000
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2025		

### Description

To extend the useful life of the City hall building, there are several items that require attention including but not limited to carpet, flooring, window coverings, light fixtures, etc. The interior and exterior surfaces of the building require repainting as the paint system has reached the end of its useful life. Exterior painting is necessary to maintain external protection from the environment. Fading, chipping paint, along with water and mildew damage necessitates the painting project.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Policy CS.2.6, Goal CS.1, Policy CS.1.1, Policy SE.1.3

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Construction	\$ 112,500	\$ 112,500				\$ 225,000
Contingency	\$ 12,500	\$ 12,500				\$ 25,000
<b>TOTAL USES</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>
SOURCE(S)						
276 - Growth Impact Fees	\$ 125,000					\$ 125,000
106 - Measure S 2014		\$ 125,000				
<b>TOTAL FUNDS</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>

## FA1702 - CITYWIDE ROOF REPAIRS AND REPLACEMENT

<b>Functional Area</b> : Facilities		<b>Project Origin</b> : End of life cycle				<b>Priority Score</b> : 43		
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>					<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>		
<input checked="" type="checkbox"/> Replacement	<input type="checkbox"/> Renovation							
<input type="checkbox"/> Land/Row Acq. Required	<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ 450,000	\$ 450,000	\$ -	\$ -	\$ -	\$ 900,000	
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2024			

### Description

In October 2022, City staff received quotes for the rehabilitation of the roofs at City Hall, Public Safety Building, Senior Center, and the Water Pollution Control Plant. It was determined that the Public Safety building roof needs immediate replacement.



### History, Status, or Impact if Delayed

In 2015, comprehensive visual roof inspections were completed by a contractor on various City owned facilities. The purpose of the inspection was to identify the extent, if any, of moisture intrusion into the existing roof assemblies, document observed roof system deficiencies, determine the overall condition of the existing roof systems and to estimate the service life of the in-place roof assemblies.

### General Plan Goals/Policies

Policy GM.4.1, Goal CS.1, Goal CS.9, Policy CS.9.1

### Summary of Capital Cost

USE(S)	Budget		Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28		
Design	\$ 30,000	\$ 30,000				\$ 60,000	
Construction	\$ 400,000	\$ 400,000				\$ 800,000	
Contingency	\$ 20,000	\$ 20,000				\$ 40,000	
<b>TOTAL USES</b>	<b>\$ 450,000</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 900,000</b>	
SOURCE(S)							
106 - Measure S 2014	\$ 450,000	\$ 450,000				\$ 900,000	
	\$ 450,000	\$ 450,000	\$ -	\$ -	\$ -	\$ 900,000	
<b>TOTAL FUNDS</b>	<b>\$ 450,000</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 900,000</b>	

## PA2301 - TREE MITIGATION

<b>Functional Area</b> : Parks		<b>Project Origin</b> : Staff Recommendation			<b>Priority Score</b> 65			
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>					<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>		
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation							
<input type="checkbox"/> Land/Row Acq. Required								
<input checked="" type="checkbox"/> Rehabilitation								
<b>Estimated Expenditures to-date</b>	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ 150,000	
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2025			

### Description

Per arborist recommendation, removal of trees in two unmaintained open spaces that were damaged as a result of recent severe storms. Staff will seek reimbursement through FEMA for this project.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Goal HS.1

### Summary of Capital Cost

USE(S)	Budget	Projected Budget					Project Estimate
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2023-2028	
Construction	\$ 75,000	\$ 75,000				\$ 150,000	
Contingency						\$ -	
<b>TOTAL USES</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	
SOURCE(S)							
106 - Measure S 2014	\$ 75,000	\$ 75,000				\$ 150,000	
<b>TOTAL FUNDS</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	

## PA2202 - SKATEPARK REHABILITATION

<b>Functional Area</b> : Parks		<b>Project Origin</b> : Council Request				<b>Priority Score</b> 34	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	
<input checked="" type="checkbox"/> Replacement	<input type="checkbox"/> Renovation	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>	<b>FY 2026-27</b>	<b>FY 2027-28</b>	
<input type="checkbox"/> Land/Row Acq. Required <input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
<b>Project Start</b> : 7/1/2024					<b>Estimated Completion</b> : 6/30/2025		

### Description

The ramps at the skatepark have settled and need to be replaced.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Goal CS.2, Goal CS.3, Policy CS 2.6 & 3.1, Policy GM.4.1

### Summary of Capital Cost

USE(S)	Budget		Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28		
Construction	\$ -	\$ 135,000				\$ 135,000	
Contingency	\$ -	\$ 15,000				\$ 15,000	
<b>TOTAL USES</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	
SOURCE(S)							
106 - Measure S 2014	\$ -	\$ 150,000				\$ 150,000	
<b>TOTAL FUNDS</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	

**PA2201 - POCKET PARKS - GALBRETH RD.**

<b>Functional Area</b> : Parks		<b>Project Origin</b> : Council Request			<b>Priority Score</b> 15		
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ -	\$ 65,000.00	\$ -	\$ -	\$ -	\$ 65,000
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2024		

**Description**

Installation of two ADA compliant benches and waste receptacles within two pocket parks at a suitable location on Galbreth Ave. A lot line adjustment may be required to develop the pocket parks.



**History, Status, or Impact if Delayed**

**General Plan Goals/Policies**

Goal CS.3, Policy GM.4.1

**Summary of Capital Cost**

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Construction		\$ 58,500				\$ 58,500
Contingency		\$ 6,500				\$ 6,500
<b>TOTAL USES</b>	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ 65,000
SOURCE(S)						
276 - Growth Impact Fees		\$ 65,000				\$ 65,000
<b>TOTAL FUNDS</b>	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ 65,000

## PA2101 - INSTALLATION OF HIGH CAPACITY TRASH BINS

<b>Functional Area</b> : Parks		<b>Project Origin</b> : Beautification Adhoc Committee			<b>Priority Score</b> 24		
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required	<input type="checkbox"/> Rehabilitation						
<b>Estimated Expenditures to-date</b>	\$ 10,000	\$ 125,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 435,000
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2024		

### Description

Installation of high capacity, solar powered compacting trash bins at City parks. There are several concerns related to high-capacity trash bins ranging from the cost, proprietary accessories, software, and manual labor required to lift and remove heavy trash bags. To get the best value and uniformity at City parks, quotes were obtained from qualified vendors to complete a 6 month - 1 year pilot project. Two bins have been ordered for installation and staff will monitor their performance and operations prior to order additional bins for other locations.



### History, Status, or Impact if Delayed

In 2019, the City Council established a Beautification Ad Hoc Committee to analyze options for, and to make recommendations to the Council regarding clean-up and beautification projects in Pinole. Among other projects, the Committee recommended the installation of high capacity, solar powered compacting trash bins at City parks. City Council approved a budget of \$425k in FY 2021-22 however staff recommended a pilot project to test the bins and subsequently a mid year budget adjustment was made by Council to reduce the appropriation to \$125k for the remainder of FY 2022-23.

### General Plan Goals/Policies

Goal CS.9, Policy CS.5.1, Policy CS.8.3, Goal SE.5

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Construction	\$ 110,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 380,000
Contingency	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 45,000
<b>TOTAL USES</b>	<b>\$ 125,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 425,000</b>
SOURCE(S)						
214 - Solid Waste	\$ 125,000	\$ 100,000	\$ 100,000	\$ 100,000		\$ 425,000
<b>TOTAL FUNDS</b>	<b>\$ 125,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 425,000</b>



## PA1901 - PINOLE VALLEY PARK SOCCER FIELD REHABILITATION

<b>Functional Area</b> : Parks		<b>Project Origin</b> : Council Request			<b>Priority Score</b> 33		
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/>	New	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/>	Replacement						<input type="checkbox"/>
<input type="checkbox"/>	Land/Row Acq. Required						
<input type="checkbox"/>	Rehabilitation						
<b>Estimated Expenditures to-date</b>	\$ -	\$ -	\$ 200,000.00	\$ -	\$ -	\$ -	\$ 200,000
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2024		

### Description

There are two soccer fields at Pinole Valley Park which are utilized on an annual basis, the Wright Avenue Soccer Field at the southerly end, and Savage Avenue Soccer Field at the northern end. Both fields are heavily used by soccer leagues and the general public. The Savage Avenue Soccer Field requires substantial rehabilitation which includes: upgrading the irrigation system and ongoing turf maintenance. Turf maintenance includes mowing, fertilizing, aeration, overseeding, and topdressing.



### History, Status, or Impact if Delayed

This project has been delayed pending the development of a Park Master Plan (CIP Project# IN1704).

### General Plan Goals/Policies

Goal CS.1, Goal CS.3, Policy CS 3.1, Policy GM.4.1

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2023-2028
Construction		\$ 180,000				\$ 180,000
Contingency		\$ 20,000				\$ 20,000
<b>TOTAL USES</b>	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
SOURCE(S)						
276 - Growth Impact Fees		\$ 200,000				\$ 200,000
<b>TOTAL FUNDS</b>	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000

## SS2203 - EFFLUENT OUTFALL

<b>Functional Area</b> : Sanitary Sewer		<b>Project Origin</b> : Regulatory Requirement				<b>Priority Score</b> : 52	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New <input type="checkbox"/> Replacement <input type="checkbox"/> Land/Row Acq. Required <input type="checkbox"/> Rehabilitation	<input checked="" type="checkbox"/> Expansion <input type="checkbox"/> Renovation	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<b>Estimated Expenditures to-date</b>	\$ -	\$ 150,000	\$ -	\$ -	\$ 3,000,000	\$ -	\$ 3,150,000
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2027		

### Description

The Effluent Outfall project is intended to reduce pressure in the effluent pipe during extreme storm events. Effluent pumping capacity of the treatment plant is limited by the capacity of the pipe size at the effluent outfall in Rodeo. Increasing the pipe size at the Effluent Outfall Eductor Station will increase the wet weather effluent pumping capacity and increase the lifespan of the effluent pipe by reducing the pressure in the line during storm events. This project requires coordination with Rodeo.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Policy GM.4.1, Goal CS.6, Policy CS.6.1

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Design	\$ 135,000					
Construction				\$ 2,700,000		\$ 2,700,000
Contingency	\$ 15,000			\$ 300,000		\$ 315,000
<b>TOTAL USES</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>	<b>\$ 3,150,000</b>
SOURCE(S)						
500 - Sewer Enterprise Fund	\$ 150,000			\$ 3,000,000		\$ 3,150,000
<b>TOTAL FUNDS</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>	<b>\$ 3,150,000</b>

## SS2201 - SANITARY SEWER REHABILITATION

<b>Functional Area</b> : Sanitary Sewer		<b>Project Origin</b> : Master Plan				<b>Priority Score</b> : 57		
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>					<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>		
<input checked="" type="checkbox"/> Replacement	<input type="checkbox"/> Renovation							
<input type="checkbox"/> Land/Row Acq. Required								
<input type="checkbox"/> Rehabilitation								
<b>Estimated Expenditures to-date</b>	\$ 35,375	\$ 1,500,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 4,735,375	
<b>Project Start</b> : 7/1/2022					<b>Estimated Completion</b> : 6/30/2027			

### Description

Various improvements to the Sanitary Sewer collection system, as identified in the Sanitary Sewer Collection System Master Plan.



### History, Status, or Impact if Delayed

On October 4, 2022, City staff released an RFP for preliminary engineering design services for phase 1 of the Pinon project described in the City's recently adopted Sanitary Sewer Master Plan. On January 18, 2023, a one-year contract was executed with West Valley Construction Company, Inc. for the work.

### General Plan Goals/Policies

Policy GM.4.1, Goal CS.6, Policy CS.6.1

### Summary of Capital Cost

USE(S)	Budget	Projected Budget					Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28		
Design	\$ 375,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 695,000
Construction	\$ 1,023,900	\$ 640,000	\$ 640,000	\$ 640,000	\$ 640,000	\$ 640,000	\$ 3,583,900
Contingency	\$ 101,100	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 421,100
<b>TOTAL USES</b>	<b>\$ 1,500,000</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>	<b>\$ 4,700,000</b>
<b>SOURCE(S)</b>							
500 - Sewer Enterprise Fund	\$ 900,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 4,100,000
276 - Growth Impact Fees	\$ 600,000						
<b>TOTAL FUNDS</b>	<b>\$ 1,500,000</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>	<b>\$ 4,700,000</b>

## SS2101 - SECONDARY CLARIFIER REHABILITATION

<b>Functional Area</b> : Sanitary Sewer		<b>Project Origin</b> : End of life cycle				<b>Priority Score</b> : 46	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input checked="" type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ 425,000	\$ -	\$ -	\$ -	\$ -	\$ 425,000
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2024		

### Description

The Water Pollution Control Plant (WPCP) has five secondary clarifiers which slow the flow to allow the microorganisms and other solids to settle to the bottom of the clarifier where they can be returned to aeration tanks to continue treating waste.



### History, Status, or Impact if Delayed

Secondary Clarifiers 1 and 2 (SC1 and SC 2) were constructed in the early 1970s and are peripheral feed clarifiers. Secondary Clarifiers 3 and 4 (SC 3 and SC 4) were constructed in the early 1980s and are center feed clarifiers. Secondary Clarifier 5 (SC 5) was constructed in early 2000 and is a center feed, flocculator clarifier. In the first quarter of FY 2022-23, a preliminary inspection of the center column of the SC 5 was completed to examine the current condition and determine the scope of work for rehabilitation. In the second quarter of FY 2022-23, it was determined that SC 3 & SC 4 also require rehabilitation. Previously, this project was titled, "Secondary Clarifier - Center Column Rehabilitation" which only focused on the rehabilitation work required for SC 5.

### General Plan Goals/Policies

Goal CS.1, Goal CS.6, Policy CS.6.1

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Construction SC 5	\$ 315,000					\$ 315,000
Construction SC 3, SC 4	\$ 67,500					\$ 67,500
Contingency	\$ 42,500					\$ 42,500
<b>TOTAL USES</b>	<b>\$ 425,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 425,000</b>
<b>SOURCE(S)</b>						
500 - Sewer Enterprise Fund	\$ 425,000					\$ 425,000
<b>TOTAL FUNDS</b>	<b>\$ 425,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 425,000</b>

## SS2102 - AIR RELEASE VALVE REPLACEMENTS

<b>Functional Area</b> : Sanitary Sewer		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b> : 41	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	
<input checked="" type="checkbox"/> Replacement	<input type="checkbox"/> Renovation	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>	<b>FY 2026-27</b>	<b>FY 2027-28</b>	
<input type="checkbox"/> Land/Row Acq. Required	<input type="checkbox"/> Rehabilitation						
<b>Estimated Expenditures to-date</b>	\$ 35,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000
<b>Project Start</b> : 7/1/2022					<b>Estimated Completion</b> : 6/30/2024		
<b>Description</b>							

There are several air relief valves at various locations on the WPCP Effluent Pipeline between the WPCP and the Rodeo treated water discharge point. This project includes removal and replacement of the pipe saddle, short pipe section, isolation valve, and air relief valve.



### History, Status, or Impact if Delayed

Staff has received quotes to replace three air relief valves by the end of FY 2022-23.

### General Plan Goals/Policies

Goal CS.1, Goal CS.6, Policy CS.6.1

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Construction	\$ 45,000					\$ 45,000
Contingency	\$ 5,000					\$ 5,000
<b>TOTAL USES</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>
SOURCE(S)						
500 - Sewer Enterprise Func	\$ 50,000					\$ 50,000
<b>TOTAL FUNDS</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

## SS2002 - WATER POLLUTION CONTROL PLANT LAB REMODEL

<b>Functional Area</b> : Sanitary Sewer		<b>Project Origin</b> : Regulatory Requirement				<b>Priority Score</b> : 49	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input checked="" type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2024		

### Description

The California Environmental Laboratory Accreditation Program (ELAP) is responsible for accrediting environmental testing labs including the Pinole - Hercules WPCP. The 2019 ELAP inspection results indicated the lab apparatus, countertops, and the fume hood are past their useful life and recommended replacement.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Policy GM.4.1, Goal CS.1, Policy CS.2.6

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Design	\$ 6,000					\$ 6,000
Construction	\$ 85,000					\$ 85,000
Contingency	\$ 9,000					\$ 9,000
<b>TOTAL USES</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>
SOURCE(S)						
500 - Sewer Enterprise Fund	\$ 100,000					\$ 100,000
<b>TOTAL FUNDS</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>

## SS1702 - SEWER PUMP STATION REHABILITATION

<b>Functional Area</b> : Sanitary Sewer		<b>Project Origin</b> : End of life cycle				<b>Priority Score</b> : 50	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input checked="" type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ 1,200,000	\$ 2,254,000	\$ -	\$ -	\$ 3,329,000	\$ 6,783,000
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2024		

### Description

The City owns and operates two lift stations to convey flow from low lying areas to high elevations where the flow continues by gravity to the wastewater treatment plant. Both pump stations have reached the end of their useful life and need to be rehabilitated. The two pump stations are located on San Pablo Ave. and Hazel St. In FY 2019/20, this project was renamed to include both pump stations. Previously, this project was titled, "Hazel Street Sewer Pump Rehabilitation."



### History, Status, or Impact if Delayed

The City recently completed a Sanitary Sewer Master Plan. In FY 2023-24, the Hazel Street Lift Station will be replaced, followed by the replacement of the San Pablo Ave. Lift Station. The Hazel Street Lift Station will be replaced in coordination with RO1802.

### General Plan Goals/Policies

Policy GM.4.1, Goal CS.6, Policy CS.6.1

### Summary of Capital Cost

USE(S)	Budget		Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28		
Design	\$ 175,000				\$ 250,000	\$ 425,000	
Construction	\$ 800,000	\$ 1,100,000			\$ 2,161,000	\$ 4,061,000	
Contingency	\$ 100,000	\$ 154,000			\$ 400,000	\$ 654,000	
<b>TOTAL USES</b>	<b>\$ 1,075,000</b>	<b>\$ 1,254,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,811,000</b>	<b>\$ 5,140,000</b>	
<b>SOURCE(S)</b>							
500 - Sewer Enterprise Fund	\$ 1,200,000	\$ 2,254,000			\$ 3,329,000	\$ 6,783,000	
<b>TOTAL FUNDS</b>	<b>\$ 1,200,000</b>	<b>\$ 2,254,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,329,000</b>	<b>\$ 6,783,000</b>	

## SW2001 - ROBLE ROAD STORM DRAINAGE IMPROVEMENTS

<b>Functional Area</b> : Stormwater		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b> : 33		
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>					<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input checked="" type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>		
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation							
<input type="checkbox"/> Land/Row Acq. Required								
<input type="checkbox"/> Rehabilitation								
<b>Estimated Expenditures to-date</b>	\$ -	\$ -	\$ 700,000	\$ -	\$ -	\$ -	\$ 700,000	
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2025			

### Description

The existing system appears to have capacity issues at Roble Ave. and Encina Ave. that warrant review and upgrade. This project will assess the collection system for capacity and hydraulic profile and upgrade the system as necessary.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Policy GM.4.1, Goal CS.7, Policy CS.7.1

### Summary of Capital Cost

USE(S)	Budget	Projected Budget					Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28		
Design		\$ 135,000				\$ 135,000	
Construction		\$ 500,000				\$ 500,000	
Contingency		\$ 65,000				\$ 65,000	
<b>TOTAL USES</b>	\$ -	\$ 700,000	\$ -	\$ -	\$ -	\$ 700,000	
<b>SOURCE(S)</b>							
106 - Measure S 2014		\$ 700,000				\$ 700,000	
<b>TOTAL FUNDS</b>	\$ -	\$ 700,000	\$ -	\$ -	\$ -	\$ 700,000	

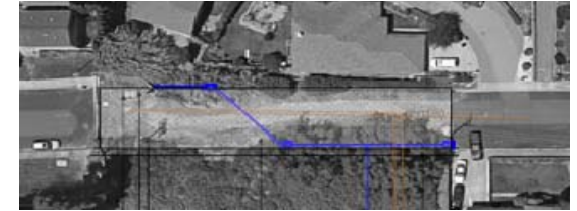


## SW1901 - HAZEL STREET STORM DRAIN IMPROVEMENTS

<b>Functional Area</b> : Stormwater		<b>Project Origin</b> : Development Driven				<b>Priority Score</b> : 52	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ 46,634	\$ 440,098	\$ -	\$ -	\$ -	\$ -	\$ 486,732
<b>Project Start</b> : 7/1/2020					<b>Estimated Completion</b> : 6/30/2025		

### Description

The existing stormwater collection is an open trench system and needs to be converted to an underground conveyance system to facilitate construction of a through road. This project will include connecting the existing storm drain network within Hazel Street between 1087 Hazel St (eastern limits) and 1081 Hazel St. (western limits). In January 2020, the City contacted with Schaff and Wheeler to prepare the preliminary design which includes plan and profile of the pipe and technical specifications.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Policy GM.4.1, Goal CS.7, Policy CS.7.1

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2023-2028
Design	\$ 8,276					\$ 8,276
Construction	\$ 392,565					\$ 392,565
Contingency	\$ 39,257					\$ 39,257
<b>TOTAL USES</b>	<b>\$ 440,098</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 440,098</b>
SOURCE(S)						
106 - Measure S 2014	\$ 382,098					\$ 382,098
276 - Growth Impact Fees	\$ 58,000					\$ 58,000
<b>TOTAL FUNDS</b>	<b>\$ 440,098</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 440,098</b>

## RO2303 - PINOLE SMART SIGNALS

<b>Functional Area</b> : Streets & Roads		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b> : 33	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ 154,302	\$ -	\$ -	\$ -	\$ -	\$ 154,302
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2024		
<b>Description</b>							

The Smart Signals project will develop, manage, and implement ITS initiatives that improve the safety and efficiency of multimodal mobility, maximize highway and arterial system throughput, and improve operational efficiency, safety, and reduce environmental impact throughout Contra Costa County. Contra Costa Transportation Authority is the project lead and will coordinate the project throughout the county. Twelve traffic signals have been identified as candidates for the Smart Signals project. These signals are located on Pinole arterial roadways (Appian Way & San Pablo Avenue).



### History, Status, or Impact if Delayed

Deployment of the Smart Signals Project is expected to result in operational and safety improvements for all modes of transportation, such as decrease in travel time and total delay, reduction in number of stops and secondary accidents, reduction of fuel consumption and greenhouse gas emissions, and reduction of response time for emergency vehicles. The initial cost estimate of construction is \$1,499,829 of which CCTA will receive \$1,345,527 in OBAG funds. The City's match requirement is \$154,302.

### General Plan Goals/Policies

Goal CS.10, Policy CS 10.2

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Construction	\$ 154,302					\$ 154,302
<b>TOTAL USES</b>	<b>\$ 154,302</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 154,302</b>
<b>SOURCE(S)</b>						
106 - Measure S 2014	\$ 154,302					\$ 154,302
						\$ -
<b>TOTAL FUNDS</b>	<b>\$ 154,302</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 154,302</b>

## RO2302 - SAFETY IMPROVEMENTS ON ARTERIAL ROADWAYS

<b>Functional Area</b> : Streets & Roads		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b> : 38	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ 275,000	\$ -	\$ -	\$ -	\$ -	\$ 275,000
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2024		
<b>Description</b>							

This project will install pedestrian crossing enhancements at three mid-block crossings on arterial roadways. The enhancements include continental markings, median refuge islands, advanced stop bars and Rectangular Rapid Flash Beacons. The three mid-block crossings are: San Pablo Ave. & Third Ave.; San Pablo Ave. & Quinan St.; and Pinole Valley Road & Savage Ave.



### History, Status, or Impact if Delayed

Funding for improvements was secured through Cycle 11 HSIP grant funds.

### General Plan Goals/Policies

Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2023-2028
Construction	\$ 265,000					\$ 265,000
Contingency	\$ 10,000					\$ 10,000
<b>TOTAL USES</b>	<b>\$ 275,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 275,000</b>
SOURCE(S)						
215 - Grant: HSIP	\$ 239,040					\$ 239,040
106 - Measure S 2014	\$ 35,960					\$ 35,960
<b>TOTAL FUNDS</b>	<b>\$ 275,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 275,000</b>

## RO2304 - SAFETY IMPROVEMENTS AT TENNENT AVE./PEAR & PLUM

<b>Functional Area</b> : Streets & Roads		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b> : 36	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ 9,900	\$ 158,322	\$ -	\$ -	\$ -	\$ -	\$ 168,222
<b>Project Start</b> : 07/01/2022					<b>Estimated Completion</b> : 6/30/2024		
<b>Description</b>							

This project will install striped bulbouts with flexible bollards, high visibility crosswalks and pavement markings, and yield road signage at two intersections (Pear and Plum) on Tennent Ave. In addition, a Rectangular Rapid-Flashing Beacon (RRFB) will be installed at Tennent Ave. & Plum St. On October 18, 2022, City Council received information and a presentation on traffic safety issues at these intersections. On February 21, 2023, City Council approved \$110,000 in immediate improvements on Tennent Ave. at the Pear and Plum intersections.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Construction	\$ 143,929					\$ 143,929
Contingency	\$ 14,393					\$ 14,393
<b>TOTAL USES</b>	<b>\$ 158,322</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 158,322</b>
<b>SOURCE(S)</b>						
106 - Measure S 2014	\$ 158,322					\$ -
<b>TOTAL FUNDS</b>	<b>\$ 158,322</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 158,322</b>

## RO2301 - ROAD REHABILITATION

<b>Functional Area</b> : Streets & Roads		<b>Project Origin</b> : Pavement Management Program				<b>Priority Score</b> : 34	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input checked="" type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2028		
<b>Description</b>							

Based on the most current P-TAP report and field inspections, various segments will be recommended annually for rehabilitation. Recommended treatment include patch paving, slurry seal, cape seal, mill and fill. This project includes two projects which appeared in previous CIP's known as RO2501 and RO2401.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2023-2028
Design		\$ 25,000				\$ 25,000
Construction		\$ 200,000				\$ 200,000
Contingency		\$ 25,000				\$ 25,000
<b>TOTAL USES</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>
SOURCE(S)						
325 - City Street Improvements		\$ 250,000				\$ 250,000
<b>TOTAL FUNDS</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>

## RO1714 - SAFETY IMPROVEMENTS AT APPIAN WAY AND MARLESTA RD.

<b>Functional Area</b> : Streets & Roads		<b>Project Origin</b> : Council Request				<b>Priority Score</b>	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ 77,800	\$ 672,429	\$ -	\$ -	\$ -	\$ -	\$ 750,229
<b>Project Start</b> : 7/1/2020					<b>Estimated Completion</b> : 12/31/2023		
<b>Description</b>							

The key elements affecting the safety of pedestrians and cyclists at the Appian Way and Marlesta Way intersection is speed and reduced visibility of approaching traffic due to the topography of the project area. Safety improvements are required to improve crossing conditions for pedestrians and bicyclists. In February 2021, the City selected a Consultant to complete the preliminary engineering for this project. Grant funds were secured through WCCTAC, Transportation Development Act, and OBAG to complete this project. In October 2022, City Council awarded a construction contract to Gruendl Inc.



### History, Status, or Impact if Delayed

The City secured grant funds to install a traffic signal at this intersection instead of a HAWK.

### General Plan Goals/Policies

Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Design	\$ -					\$ -
Construction	\$ 607,348					\$ 607,348
Contingency	\$ 65,081					\$ 65,081
<b>TOTAL USES</b>	<b>\$ 672,429</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 672,429</b>
<b>SOURCE(S)</b>						
106 - Measure S 2014	\$ 193,029					\$ 193,029
325 - Grant: TDA Article 3	\$ 129,400					\$ 129,400
215 - Grant: OBAG	\$ 350,000					\$ 350,000
<b>TOTAL FUNDS</b>	<b>\$ 672,429</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 672,429</b>

## RO2107 - BRANDT ST. IMPROVEMENTS

<b>Functional Area</b> : Streets & Roads		<b>Project Origin</b> : Council Request				<b>Priority Score</b> : 27	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input checked="" type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ -	\$ 170,000
<b>Project Start</b> : 7/1/2024					<b>Estimated Completion</b> : 6/30/2028		
<b>Description</b>							

Provide improvements on Brandt St. including application of pavement treatments based on type and severity of distresses on existing pavement.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Goal CE.4, Goal CS.10, Policy CS.10.2, Policy GM.3.3, Goal CS.10

Summary of Capital Cost						
USE(S)	Budget	Projected Budget				Project Estimate
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2023-2028
Design		\$ 30,000				\$ 30,000
Construction		\$ 120,000				\$ 120,000
Contingency		\$ 20,000				\$ 20,000
<b>TOTAL USES</b>	\$ -	\$ 170,000	\$ -	\$ -	\$ -	\$ 170,000
SOURCE(S)						
100 - General Fund		\$ 170,000				\$ 170,000
<b>TOTAL FUNDS</b>	\$ -	\$ 170,000	\$ -	\$ -	\$ -	\$ 170,000

## RO2102 - TENNENT AVE. REHABILITATION

<b>Functional Area</b> : Streets & Roads		<b>Project Origin</b> : Pavement Management Program			<b>Priority Score</b> 43		
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input checked="" type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ 36,991	\$ 814	\$ 655,000	\$ -	\$ -	\$ -	\$ 692,805
<b>Project Start</b> : 7/1/2020					<b>Estimated Completion</b> : 6/30/2025		
<b>Description</b>							

The construction impacts from the WPCP upgrade project resulted in pavement deterioration. This project will rehabilitate Tennent Ave. from San Pablo Ave. to WPCP. In February 2021, the City selected a consultant to complete the preliminary engineering for this project.



### History, Status, or Impact if Delayed

In preparation of this project, the City retained a consultant to perform internal CCTV on this section of roadway. The inspection was completed in early 2021. Coordinating collection system improvements with street resurfacing projects ensures that sewer improvements are made prior to the resurfacing so that manholes and valve covers may be properly realigned, and repairs and replacements are made in a cost-effective manner. This also avoids cutting and patching recently paved streets. The City of Hercules will reimburse \$86,430 for this project. In addition, this project is being coordinated with RO1902 for efficient implementation.

### General Plan Goals/Policies

Policy CE.1.4, Policy CS.2.6, Policy CS.3.3, Policy H.3.1, Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Design	\$ 814					\$ 814
Construction		\$ 623,000				\$ 623,000
Contingency		\$ 32,000				\$ 32,000
<b>TOTAL USES</b>	<b>\$ 814</b>	<b>\$ 655,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 655,814</b>
SOURCE(S)						
200 - Gas Tax		\$ 381,082				\$ 381,082
500 - Sewer Enterprise Fund	\$ 814	\$ 106,597				\$ 107,411
325 - City Street Improvements		\$ 167,321				\$ 167,321
<b>TOTAL FUNDS</b>	<b>\$ 814</b>	<b>\$ 655,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 655,814</b>



## RO2101 - ARTERIAL REHABILITATION

<b>Functional Area</b> : Streets & Roads		<b>Project Origin</b> : Pavement Management Program				<b>Priority Score</b> : 37		
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>					<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	<b>Estimated Project Life cycle cost</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation							
<input type="checkbox"/> Land/Row Acq. Required								
<input checked="" type="checkbox"/> Rehabilitation								
<b>Estimated Expenditures to-date</b>	\$ 31,258	\$ 1,655,587	\$ -	\$ -	\$ -	\$ -	\$ 1,686,845	
<b>Project Start</b> : 7/1/2021					<b>Estimated Completion</b> : 6/30/2024			
<b>Description</b>								

The project is currently in the design phase and aims to maximize the funding available to complete rehabilitation work beginning at the southern city limit on Pinole Valley Road to the bridge west of Savage Ave. The project will include replacement, modification, or installation of a ADA compliant curb ramps, road rehabilitation, and striping.



### History, Status, or Impact if Delayed

Based on the 2019 P-TAP report, various segments were recommended for treatment by StreetSaver®. The recommendations were further validated through a comparative pavement analysis and coring samples to explore additional treatment options which are not discussed in the P-TAP report. This will allow the City to optimize the available funding. The section of roadway selected based on the analysis was Pinole Valley Road from the southern city limits.

### General Plan Goals/Policies

Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

### Summary of Capital Cost

USE(S)	Budget	Projected Budget					Project Estimate
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2023-2028	
Design	\$ 27,222					\$ 27,222	
Construction	\$ 1,465,530					\$ 1,465,530	
Contingency	\$ 162,835					\$ 162,835	
<b>TOTAL USES</b>	<b>\$ 1,655,587</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,655,587</b>	
SOURCE(S)							
200 - Gas Tax	\$ 896,963					\$ 896,963	
377 - Arterial Streets Rehabilitation	\$ 758,624					\$ 758,624	
<b>TOTAL FUNDS</b>	<b>\$ 1,655,587</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,655,587</b>	

## RO1902 - PEDESTRIAN IMPROVEMENTS AT TENNENT AVE. near RXR

<b>Functional Area</b> : Streets & Roads		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b> : 50		
<b>Type of CIP</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Replacement <input type="checkbox"/> Renovation <input type="checkbox"/> Land/Row Acq. Required <input type="checkbox"/> Rehabilitation		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>					<b>Estimated Project Life cycle cost</b>
		<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>		
<b>Estimated Expenditures to-date</b>	\$ 40,672	\$ 1,365,000	\$ -	\$ -	\$ -	\$ -	\$ 1,405,672	
<b>Project Start</b> : 7/1/2020					<b>Estimated Completion</b> : 6/30/2024			

### Description

In 2018, the East Bay Regional Park District completed a trail link to connect Pinole Shores Regional Shoreline to Bayfront Park trail. There remains one very small gap on Tennent Ave. from Bayfront Park to Railroad Ave. Improvements to Tennent Ave. at the Railroad Crossing will facilitate safe movement of bicycles and pedestrians. Since project inception, the scope of work has evolved to include improvements that would maximize parking on Railroad Avenue for park users. In February 2021, the City selected a consultant to complete the preliminary engineering for this project.



### History, Status, or Impact if Delayed

WCCTAC held its STMP Call for Projects in 2018 which committed \$100k in funding for preliminary engineering from the 2006 STMP program for this project. City staff also submitted an OBAG 3 application in July 2022 to compete for funding for this project. If awarded, the City will need a match of \$345k.

### General Plan Goals/Policies

Policy CE.1.4, Policy CS.2.6, Policy CS.3.3, Policy H.3.1, Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

### Summary of Capital Cost

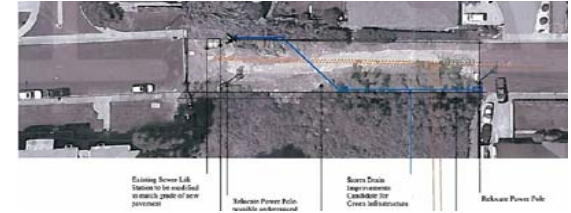
USE(S)	Budget	Projected Budget					Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28		
Design	\$ 14,628					\$ 14,628	
Construction	\$ 1,020,000					\$ 1,020,000	
Contingency	\$ 330,372					\$ 330,372	
<b>TOTAL USES</b>	<b>\$ 1,365,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,365,000</b>	
SOURCE(S)							
325 - Grant: STMP Fees	\$ 44,700					\$ 44,700	
Unfunded	\$ 1,320,300					\$ 1,320,300	
<b>TOTAL FUNDS</b>	<b>\$ 1,365,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,365,000</b>	

## RO1802 - HAZEL STREET GAP CLOSURE (SUNNYVIEW)

<b>Functional Area</b> : Streets & Roads		<b>Project Origin</b> : Development Driven				<b>Priority Score</b> : 29	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ 200,000
<b>Project Start</b> : 7/1/2021					<b>Estimated Completion</b> : 6/30/2025		

### Description

A developer has proposed to develop on a vacant lot identified as APN 402-013-060 at the end of Hazel Street. The project proposes the subdivision of the lot into four new parcels and development of single family residences on each new parcel, and execution of a development agreement to make public improvements, including the extension of Hazel Street for roadway connection to Sunnyview Drive - West end of Hazel St.



### History, Status, or Impact if Delayed

CIP Project SW1901 must be completed prior to this project.

### General Plan Goals/Policies

Goal CE.1, Policy CE.1.1, Policy CE.1.4, Policy CE.1.5, Goal CE.3, Policy CS.2.6, Goal HS.1, Goal HS.3, Policy HS 3.4, Goal HS.6

### Summary of Capital Cost

USE(S)	Budget	Projected Budget					Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28		
Construction		\$ 200,000					\$ 200,000
<b>TOTAL USES</b>	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
<b>SOURCE(S)</b>							
276 - Growth Impact Fees		\$ 50,000					\$ 50,000
Unfunded		\$ 150,000					\$ 150,000
<b>TOTAL FUNDS</b>	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

## RO1710 - SAN PABLO AVENUE BRIDGE OVER BNSF RAILROAD

<b>Functional Area</b> : Streets & Roads		<b>Project Origin</b> : End of life cycle				<b>Priority Score</b> : 55	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New <input checked="" type="checkbox"/> Replacement <input type="checkbox"/> Land/Row Acq. Required <input type="checkbox"/> Rehabilitation <input type="checkbox"/> Expansion <input type="checkbox"/> Renovation		<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<b>Estimated Expenditures to-date</b>	\$ 1,110,737	\$ 1,974,162	\$ 28,800,000	\$ -	\$ -	\$ -	\$ 31,884,899
<b>Project Start</b> : 7/1/2017					<b>Estimated Completion</b> : 6/30/2026		

### Description

The San Pablo Avenue bridge over the Burlington Northern Santa Fe Railroad is an integral part of the area's transportation network. The age and condition assessment of the bridge supports replacement. The City was approved for initial funding from the Caltrans Highway Bridge Program (HBP). In February 2020, the City awarded a contract to a consultant for preliminary engineering (PE) to advance the project. The PE will be completed in two phases due to funding limitations. Completion of preliminary design is necessary to develop a final cost estimate for the project. Unfunded portions of this project appear in the Unfunded list.



### History, Status, or Impact if Delayed

The total budget identified to complete the PE exceeds the amount of funding Caltrans committed to the project of the State's share in the current HBP. In October 2022, a draft type selection report was submitted to Caltrans for review. This report is the first step to request additional funding allocations from the Caltrans HBP to complete the PS&E phase and construction phase of the project.

### General Plan Goals/Policies

Policy CS.3.3, Goal H.3, Policy H.3.1, Goal CE.3, Goal CE. 7, Policy CE.7.3, Goal CS.10.

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Project Management	\$ 133,579	\$ 4,150,000				\$ 4,283,579
Planning & Design	\$ 1,840,583					\$ 1,840,583
Construction	-	\$ 24,650,000				\$ 24,650,000
<b>TOTAL USES</b>	<b>\$ 1,974,162</b>	<b>\$ 28,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,774,162</b>
<b>SOURCE(S)</b>						
325 - Grant: HBP	\$ 41,394					\$ 41,394
325 - Grant: STMP Fees	\$ 1,499,189					\$ 1,499,189
215 - Grant: TLC	\$ 133,579					
106 - Measure S 2014	\$ 300,000					
Unfunded		\$ 28,800,000				\$ 28,800,000
<b>TOTAL FUNDS</b>	<b>\$ 1,974,162</b>	<b>\$ 28,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,774,162</b>

## RO1708 - PINOLE VALLEY ROAD IMPROVEMENTS

<b>Functional Area</b> : Streets & Roads		<b>Project Origin</b> : Council Request				<b>Priority Score</b> : 33							
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>						
<input type="checkbox"/>	New	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>							
<input type="checkbox"/>	Replacement						<b>Estimated Expenditures to-date</b>	\$	-	\$	-	\$	-
<input type="checkbox"/>	Land/Row Acq. Required	\$	-	\$	100,000	\$		-	\$	-	\$	-	\$
<input checked="" type="checkbox"/>	Rehabilitation												
<b>Estimated Expenditures to-date</b>													
<b>Project Start</b> : 7/1/2023						<b>Estimated Completion</b> : 6/30/2024							
<b>Description</b>													

As part of the high school construction project WCCUSD provided road improvements along the school frontage. Improvements to Pinole Valley Road - from Shea Dr. to Helena Ct. will extend the useful life of the pavement. The existing pavement score is high in this area, so a slurry seal may be the recommended treatment.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

Summary of Capital Cost						
USE(S)	Budget	Projected Budget				Project Estimate
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2023-2028
Design		\$ 10,000				\$ 10,000
Construction		\$ 80,000				\$ 80,000
Contingency		\$ 10,000				\$ 10,000
<b>TOTAL USES</b>	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
SOURCE(S)						
200 - Gas Tax		\$ 100,000				\$ 100,000
<b>TOTAL FUNDS</b>	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000

## IN2301 - FACILITIES & REAL ESTATE MASTER PLAN

<b>Functional Area</b> : Infrastructure Assessment		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b>	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2024		

### Description

The facilities master plan will serve as a roadmap for achieving identified strategic objectives to improve service delivery and utilization of real estate and facility assets. The masterplan will serve to aid decision-making on capital improvements for a defined list of City owned facilities and provide information on potential major maintenance needs (e.g., repairs vs. replace) as applicable.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

### Summary of Capital Cost

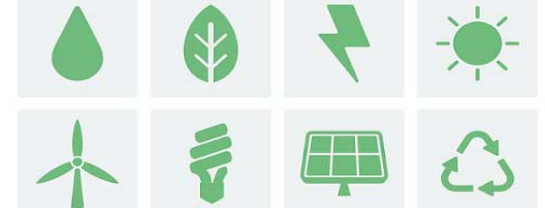
USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Planning	\$ 200,000					\$ 200,000
Contingency						\$ -
<b>TOTAL USES</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>
SOURCE(S)						
106 - Measure S 2014	\$ 200,000					\$ 200,000
<b>TOTAL FUNDS</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

## IN2201 - ENERGY CONSERVATION, GENERATION AND STORAGE ASSESSMENT

<b>Functional Area</b> : Infrastructure Assessment		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b>	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
<b>Project Start</b> : 7/1/2022					<b>Estimated Completion</b> : 6/30/2024		

### Description

An energy optimization assessment to identify energy conservation measures, renewable energy generation, and storage opportunities. This audit will help the City identify and develop energy investment initiatives for facilities.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Goal CS.1 & CS.9, Policy CS.9.1, Goal SE.3, Policy SE.1.3

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Planning	\$ 50,000					\$ 50,000
Contingency						\$ -
<b>TOTAL USES</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>
<b>SOURCE(S)</b>						
106 - Measure S 2014	\$ 50,000					\$ 50,000
<b>TOTAL FUNDS</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

**IN2101 - EMERGENCY POWER FOR CRITICAL FACILITIES**

<b>Functional Area</b> : Infrastructure Assessment		<b>Project Origin</b> : Council Request				<b>Priority Score</b>	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ 30,000	\$ 170,000	\$ -	\$ -	\$ -	\$ 200,000
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2025		

**Description**

During severe natural hazard events, it is highly likely that utility power will not be available for an extended period of time. Critical facilities will need reliable sources of sustained electrical power to continue operations. This project will: 1) identify critical facilities in need of back-up power in coordination with an Emergency Operations Plan (EOP) , 2) assess power loads in each critical facility that requires back-up power, 3) determine the costs and technology options including solar battery storage, and 4) make any additional recommendations to Council before advancing to construction.



**History, Status, or Impact if Delayed**

The Public Safety Building, Fire Station 74, and the Water Pollution Control Plant have stand by generators.

**General Plan Goals/Policies**

Policy GM.4.1, Policy CS.2.6, Goal CS.9, Goal HS.4

**Summary of Capital Cost**

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Design	\$ 30,000					\$ 30,000
Construction		\$ 170,000				\$ 170,000
<b>TOTAL USES</b>	<b>\$ 30,000</b>	<b>\$ 170,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>
SOURCE(S)						
100 - General Fund	\$ 30,000	\$ 170,000				\$ 200,000
<b>TOTAL FUNDS</b>	<b>\$ 30,000</b>	<b>\$ 170,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>



## IN2102 - MUNICIPAL BROADBAND FEASIBILITY

<b>Functional Area</b> : Infrastructure Assessment		<b>Project Origin</b> : Council Request				<b>Priority Score</b>	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New	<input type="checkbox"/> Expansion	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/> Replacement	<input type="checkbox"/> Renovation						
<input type="checkbox"/> Land/Row Acq. Required							
<input type="checkbox"/> Rehabilitation							
<b>Estimated Expenditures to-date</b>	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
<b>Project Start</b> : 7/1/2022					<b>Estimated Completion</b> : 6/30/2024		

### Description

A feasibility study to understand the high speed (broadband) connectivity available to community residents, businesses, and other organizations in terms of coverage, speed, and cost; determine whether there are gaps relative to modern standards; if there are gaps, identify and assess potential City interventions (including public-private partnerships) with respect to cost, effectiveness, and feasibility; and make a recommendation regarding next City steps on digital connectivity as appropriate.



### History, Status, or Impact if Delayed

Staff released an Request for Proposals for this effort on April 11, 2023.

### General Plan Goals/Policies

Goal CS.11, Policy CS.11.2, Policy CS.11.5

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Planning	\$ 60,000					\$ 60,000
Contingency						\$ -
<b>TOTAL USES</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>
SOURCE(S)						
106 - Measure S 2014	\$ 60,000					\$ 60,000
<b>TOTAL FUNDS</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>

## IN2103 - RECYCLED WATER FEASIBILITY

<b>Functional Area</b> : Infrastructure Assessment		<b>Project Origin</b> : Council Request			<b>Priority Score</b>		
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New <input type="checkbox"/> Replacement <input type="checkbox"/> Land/Row Acq. Required <input type="checkbox"/> Rehabilitation	<input type="checkbox"/> Expansion <input type="checkbox"/> Renovation	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<b>Estimated Expenditures to-date</b>	\$ -	\$ 60,000	\$ 140,000	\$ -	\$ -	\$ -	\$ 200,000
<b>Project Start</b> : 7/1/2022					<b>Estimated Completion</b> : 6/30/2024		

### Description

A feasibility study will allow the City to plan and phase the construction of future recycled water distribution system infrastructure. The study will identify potential recycled water customers, evaluate the quantity, quality, and recycled water distribution system options to address the needs of potential users in surrounding areas, seek opportunities to phase the construction of a recycled water delivery system, and develop planning-level cost options for the phased system.



### History, Status, or Impact if Delayed

Recycled water delays or eliminates the need to construct more potable water facilities, sustains the economy with increased water supply reliability, protects the environment, safeguards investments in parks and landscaping with drought proof or drought resistant water supply, and contributes to a green and healthy environment. In 2019, East Bay Municipal Utility District (EBMUD) prepared an Updated Recycled Water Plan which considered the potential for potable reuse in EBMUD's water service area. The development of a new recycled water supply for the Phillips 66 refinery in Rodeo using effluent from the Pinole-Hercules and Rodeo wastewater treatment plants was among the recommended non-potable reuse projects. This project is estimated to deliver up to 3.67 MGD of recycled water to the refinery for use in their boilers and cooling towers. The combined final disinfected effluent from both plants would be pumped at the Rodeo Pump Station to the refinery for treatment a new advanced recycled water treatment plan. This project was recommended by EBMUD because it would deliver a large amount of water to a single customer, with comparatively few pipelines required due to the short distance between the sources of wastewater and the Phillips 66 Refinery

### General Plan Goals/Policies

Policy OS.8.1, Policy OS.8.7, Goal SE.9, Policy SE.9.1, Policy SE.9.4

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Planning	\$ 60,000	\$ 140,000				\$ 200,000
Contingency						\$ -
<b>TOTAL USES</b>	<b>\$ 60,000</b>	<b>\$ 140,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>
SOURCE(S)						
100 - General Fund	\$ 60,000	\$ 140,000				\$ 200,000
<b>TOTAL FUNDS</b>	<b>\$ 60,000</b>	<b>\$ 140,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

## IN2105 - APPIAN WAY COMPLETE STREETS

<b>Functional Area</b> : Streets & Roads		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b>	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/>	New	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<input type="checkbox"/>	Expansion						
<input type="checkbox"/>	Replacement						
<input type="checkbox"/>	Renovation						
<input type="checkbox"/>	Land/Row Acq. Required						
<input type="checkbox"/>	Rehabilitation						
<b>Estimated Expenditures to-date</b>	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
<b>Project Start</b> : 7/1/2023					<b>Estimated Completion</b> : 6/30/2024		

### Description

Completion of preliminary engineering and design to provide continuous sidewalks and bike lanes along Appian Way beginning from unincorporated El Sobrante to about 1500 lineal feet north of the City limit within Pinole. In December 2021, City Council approved a Cooperative Funding Agreement with WCCTAC to receive STMP funds to complete preliminary design for this project.



### History, Status, or Impact if Delayed

This project will connect with the Contra Costa County's project to provide continuous sidewalks and bike lanes along Appian Way from San Pablo Dam Rd. in unincorporated El Sobrante. This project will involve coordination with Contra Costa County. The construction phase of this project is unfunded and appears in the Unfunded and Unprogrammed list.

### General Plan Goals/Policies

Policy CE.1.4, Policy CS.2.6, Policy CS.3.3, Policy H.3.1, Policy GM.3.3, Goal CE.3, Goal CS.10, Policy CS 10.2

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Engineering Design	\$ 100,000					\$ 100,000
<b>TOTAL USES</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>
SOURCE(S)						
325 - Grant: STMP Fees	\$ 100,000					\$ 100,000
<b>TOTAL FUNDS</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>

## IN2106 - ACTIVE TRANSPORTATION PLAN

<b>Functional Area</b> : Infrastructure Assessment		<b>Project Origin</b> : TAPS				<b>Priority Score</b>	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New <input type="checkbox"/> Replacement <input type="checkbox"/> Land/Row Acq. Required <input type="checkbox"/> Rehabilitation	<input type="checkbox"/> Expansion <input type="checkbox"/> Renovation	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<b>Estimated Expenditures to-date</b>	\$ 18,000.00	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ 188,000
<b>Project Start</b> : 7/1/2022					<b>Estimated Completion</b> : 6/30/2024		
<b>Description</b>							

Development of an Active Transportation Plan will act as a guide for active mobility within and around Pinole. The Plan will identify an integrated network of walkways and bikeways that connect Pinole neighborhoods and communities to employment, education, commercial, recreational, and tourist destinations. The plan will prioritize a set of connected projects, that when fully implemented, will increase active transportation opportunities and make it safe and more convenient for people to walk, bike, and use non-auto forms of travel.



### History, Status, or Impact if Delayed

In March 7, 2023, City Council awarded a contract to GHD for the preparation of an Active Transportation Plan.

### General Plan Goals/Policies

Goal GM.1, Goal GM.3, Policy GM.3.2, Policy CE.1.4, Policy CE.8.2, Goal CS.10

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Planning	\$ 170,000					\$ 170,000
Contingency						\$ -
<b>TOTAL USES</b>	<b>\$ 170,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 170,000</b>
SOURCE(S)						
100 - General Fund	\$ 170,000					\$ 170,000
<b>TOTAL FUNDS</b>	<b>\$ 170,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 170,000</b>

## IN1703 - STORM DRAIN MASTER PLAN

<b>Functional Area</b> : Infrastructure Assessment		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b>	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New <input type="checkbox"/> Replacement <input type="checkbox"/> Land/Row Acq. Required <input type="checkbox"/> Rehabilitation	<input type="checkbox"/> Expansion <input type="checkbox"/> Renovation	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<b>Estimated Expenditures to-date</b>		\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
<b>Project Start</b> : 7/1/2020					<b>Estimated Completion</b> : 6/30/2024		
<b>Description</b>							

Preparation of a storm drain master plan will provide an analysis of the existing collection system. The plan will identify system deficiencies related to capacity, functionality, and permit compliance. The plan can serve to guide future budget allocations for improvements to the system.



### History, Status, or Impact if Delayed

### General Plan Goals/Policies

Policy GM.4.1, Policy CS.7.1

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Planning	\$ 250,000					\$ 250,000
Contingency						\$ -
<b>TOTAL USES</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>
SOURCE(S)						
106 - Measure S 2014	\$ 250,000					\$ 250,000
<b>TOTAL FUNDS</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>

## IN1704 - PARKS MASTER PLAN

<b>Functional Area</b> : Infrastructure Assessment		<b>Project Origin</b> : Staff Recommendation				<b>Priority Score</b>	
<b>Type of CIP</b>		<b>Budget</b>	<b>Unappropriated Subsequent Years</b>				<b>Estimated Project Life cycle cost</b>
<input type="checkbox"/> New <input type="checkbox"/> Replacement <input type="checkbox"/> Land/Row Acq. Required <input type="checkbox"/> Rehabilitation	<input type="checkbox"/> Expansion <input type="checkbox"/> Renovation	<b>Year 1 FY 2023-24</b>	<b>Year 2 FY 2024-25</b>	<b>Year 3 FY 2025-26</b>	<b>Year 4 FY 2026-27</b>	<b>Year 5 FY 2027-28</b>	
<b>Estimated Expenditures to-date</b>	\$ 15,000.00	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 165,000
<b>Project Start</b> : 7/1/2020					<b>Estimated Completion</b> : 6/30/2024		
<b>Description</b>							

This project will prepare a citywide master plan to address the city's long-term needs and goals for parks, recreation, and open space. The master plan will identify the City's current parks and recreation assets, determine the City's future parks and recreation needs and priorities, and recommend capital, operational, and financial strategies to meet the City's needs.



### History, Status, or Impact if Delayed

In early 2022, City staff issued a Request for Proposals (RFP) to solicit bids to prepare the master plan. On December 20, 2022, the City Council awarded a contract to RJM Design Group for the preparation of the City's Master Plan. The consultant participated in a kick off meeting with staff in April 2023.

### General Plan Goals/Policies

Goal CS.3, Policy CS.3.1

### Summary of Capital Cost

USE(S)	Budget	Projected Budget				Project Estimate FY 2023-2028
	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	
Planning	\$ 150,000					\$ 150,000
Contingency						\$ -
<b>TOTAL USES</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>
SOURCE(S)						
106 - Measure S 2014	\$ 150,000					\$ 150,000
<b>TOTAL FUNDS</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>

**CAPITAL IMPROVEMENT PLAN: FY 2022/23 THROUGH FY 2026/27  
UNFUNDED PROJECTS**

<b>#</b>	<b>Unfunded Projects</b>
UF001	Railroad Avenue Bridge Removal and Replacement
UF002	Electric Vehicle Charging Stations in City lots
UF003	Parking lot resurfacing
UF004	LLAD Landscape Restoration and Improvement
UF005	Dog Park Restroom Replacement
UF006	Dog Park resurfacing and fencing improvements
UF007	Eucalyptus Grove Restoration
UF008	Fernandez Park Baseball grandstand improvement
UF009	Repave Trails
UF010	ADA Ramps
UF011	Appian Complete Streets
UF012	Pedestrian Bridge Maintenance (formerly known as Bridge Maintenance)
UF013	Fernandez Park Improvements
UF014	Pavement Maintenance
UF015	I-80/Pinole Valley Rd. Interchange Improvements
UF016	Shale Hill Retaining wall and sidewalk gap
UF017	Sidewalks gaps
UF018	Signal System Upgrades
UF019	Pinon-1
UF020	Pinon-2
UF021	Tennent-1
UF022	Tennent-2
UF023	Tree Master Plan
UF024	San Pablo Avenue Bridge over BNSF Railroad
UF025	Installation of Solar at City Facilities
UF026	All access weather roads
UF027	Faria House Renovations
UF028	San Pablo Avenue Complete Streets
UF029	Signalized Intersections
UF030	Pedestrian Safety at Signalized Intersections
UF031	Safety at Unsignalized Intersections
UF032	Roadway Segments #1
UF033	Roadway Segments #2
UF034	Roadway Segments #3
UF035	Vehicular Bridge Maintenance

**Legend:**

New unfunded projects added

## UF001 - Railroad Avenue Bridge Removal and Replacement

### Project Information

The Contra Costa County Flood Control and Water Conservation District has advised removal of the Railroad Avenue Bridge. The bridge is a flood barrier. The first step is to determine if the City of Pinole is the responsible agency for this project.

**Origin:** Staff Recommendation

**Budget Unit:** Roads/Sanitary Sewer/Stormwater

**Cost Estimate:**

**Potential Funding Sources:**

**Priority Score:** 11

## UF002 - Electric Vehicle Charging Stations in City lots

### Project Information

The City desires to promote and encourage the use of electric vehicles. With increased adoption of alternative fuel vehicles, the need for charging infrastructure is growing. The City wishes to install charging stations in city owned parking lots. The first step is to complete a load study at City owned parking lots to determine the electrical capacity at each site. There may be significant electrical upgrades necessary to install charging stations. Electrical capacity and siting determine ultimately determine the cost of each project. There are incentives available for the charging equipment.

**Origin:** Council Request

**Budget Unit:** Facilities

**Cost Estimate:**

**Potential Funding Sources:** Bay Area Air Quality Management District, West Contra Costa Transportation Authority, Marin Clean Energy

**Priority Score:** 43



## UF003 - Parking lot resurfacing

### Project Information

This project is to maintain and enhance existing City owned parking facilities and infrastructure, to increase parking supply, and to support ongoing multi-modal and streetscape improvements. Improvements include saw cutting and demolition, pavement removal, earthwork, pavement installation, curb and gutter, striping, and signage.

**Origin:** Staff Recommendation

**Budget Unit:** Facilities

**Cost Estimate:**

**Potential Funding Sources:**

**Priority Score:** 32

## UF004 - LLAD Landscape Restoration and Improvement

### Project Information

The Pinole Valley Road Landscape and Lighting Assessment District was formed in 2008. The City installed various improvements on Pinole Valley Road between Henry Avenue and Ramona Street. The district provides maintenance to traffic signals, streetlights, median landscaping, irrigation for landscaping, electricity to traffic signals and streetlights, and graffiti removal. This project will maintain and restore turf, shrubs, plants and trees within the District. In FY 2022/23, this work was completed for Zone A (between I-80 and Henry Ave.)

**Origin:** LLAD Report

**Budget Unit:** LLAD

**Cost Estimate:**

**Potential Funding Sources:** Fund 345 & 348

**Priority Score:** 27

## UF005 - Dog Park Restroom Replacement

### Project Information

The existing restroom located at the Dog Park is beyond its useful life and requires replacement.

**Origin:** Staff Recommendation

**Budget Unit:** Parks

**Cost Estimate:** \$200,000

**Potential Funding Sources:**

**Priority Score:** 36

## UF006 - Dog Park resurfacing and fencing improvements

### Project Information

Resurfacing and fencing improvements

**Origin:** Staff Recommendation

**Budget Unit:** Parks

**Cost Estimate:** \$75,000

**Potential Funding Sources:**

**Priority Score:** 36

## UF007 - Eucalyptus Grove Restoration

### Project Information

The open space located between the Old Town area between John St. and Pinole Valley Road is forested with Eucalyptus trees. In 2014, a Safety Inspection was conducted by a consultant. A total of 8 trees were recommended for removal, and root crown excavation was recommended for 3 trees. 2 trees were determined to be hollow and recommended for further investigation to evaluate the level of internal decay. In 2018, the City hired a company to remove 20 Eucalyptus trees in the area. There are still many trees left and many of the prior trees were felled with the trunks remaining on site. This project will remove the remaining trees, both standing and, on the ground, and regreen this area with native trees.

**Origin:** Council Request

**Budget Unit:** Parks

**Cost Estimate:** \$150,000

**Potential Funding Sources:**

**Priority Score:** 22

## UF008 - Fernandez Park Baseball grandstand improvement

### Project Information

The current grandstand is aging and requires increased maintenance to maintain its serviceability.

**Origin:** Staff Recommendation

**Budget Unit:** Parks

**Cost Estimate:** \$250,000

**Potential Funding Sources:**

**Priority Score:** 27

## UF009 - Repave Trails

### Project Information

The City's goal is to develop safe, connected, and comfortable bicycle and pedestrian facilities for people of all ages and abilities. Repaving trails will enhance trail access from the City's roadway network to encourage alternative modes of transportation. The Active Transportation Plan is underway and will identify a trail network and recommend improvements.

**Origin:** Staff Recommendation

**Budget Unit:** Parks

**Cost Estimate:**

**Potential Funding Sources:**

**Priority Score:** 25

## UF010 - ADA Ramps

### Project Information

This project involves removing barriers to accessibility for persons using wheelchairs or other personal assistance devices and improving pedestrian accessibility and safety by reconstructing or upgrading curb ramps at various locations throughout the City.

**Origin:** Staff Recommendation

**Budget Unit:** Roads

**Cost Estimate:**

**Potential Funding Sources:**

**Priority Score:** 49

## UF011 - Appian Complete Streets

### Project Information

This project will provide continuous sidewalks and bike lanes along Appian Way from San Pablo Dam Rd. in unincorporated El Sobrante to about 1500 lineal feet north of the city limit within the City of Pinole. The City received STMP funds from West Contra Costa Transportation Authority for preliminary design. The construction phase remains unfunded.

**Origin:** Staff Recommendation

**Budget Unit:** Roads

**Cost Estimate:** \$970,000

**Potential Funding Sources:**

**Priority Score:** 30

## UF012 - Pedestrian Bridge Maintenance

### Project Information

Maintenance of pedestrian bridges as identified in the Pedestrian Bridge Inspection Reports completed by Quincy Engineering, Inc. In FY 2023/24 there is \$50,000 budgeted in the operating budget for maintenance activities.

**Origin:** Staff Recommendation

**Budget Unit:** Roads

**Cost Estimate:** \$224,700

**Potential Funding Sources:**

**Priority Score:** 22

## UF013 - Fernandez Park Improvements

### Project Information

Renovations to the baseball field to decrease water and energy usage and increase accessibility and safety.

**Origin:** Staff Recommendation

**Budget Unit:** Roads

**Cost Estimate:** \$850,000

**Potential Funding Sources:**

**Priority Score:** 24

## UF014 - Pavement Maintenance

### Project Information

The City uses a pavement management software known as StreetSaver to strategize the most cost effective method to extend the pavement life. Pavement Maintenance is necessary to maintain the City's pavement network. Deferred maintenance results in increased costs over time.

**Origin:** Staff Recommendation

**Budget Unit:** Roads

**Cost Estimate:** \$42,000,000

**Potential Funding Sources:** Fund 200 and Fund 106

**Priority Score:** 25

## UF015 - I-80/ Pinole Valley Rd. Interchange Improvements

### Project Information

This project will widen Pinole Valley Road ramp terminal intersections at I-80 to provide a dedicated right turn lane to the eastbound and westbound I-80 on ramps. This project will also provide crossing enhancements at the Pinole Valley Road and I-80 intersection.

**Origin:** Staff Recommendation

**Budget Unit:** Roads

**Cost Estimate:** \$10,959,000

**Potential Funding Sources:**

**Priority Score:** 9

## UF016 - Shale Hill Retaining wall and sidewalk gap

### Project Information

Shale Hill is located on San Pablo Ave. near Oak Ridge Road. The cut slope above the pavement is comprised of shale which is loose and sloughs onto the road. There is no sidewalk in this area because the toe of the embankment is uncontrolled and there is inadequate space to accommodate a sidewalk. Staff has not been successful in securing grant funds for this project.

**Origin:** Staff Recommendation

**Budget Unit:** Roads

**Cost Estimate:**

**Potential Funding Sources:**

**Priority Score:** 9

## UF017 - Sidewalk gaps

### Project Information

This project will address sidewalk gaps by installing public sidewalks where sidewalks are missing on one or both sides of the street. This work will be coordinated with other construction projects. Sidewalk gaps often exist in places with site constraints (i.e. right of way, grade/slopes, or utility conflicts) or are adjacent to properties that have been required to provide sidewalks in the past due to land uses or ownerships. Locations for repair will be selected based on site conditions, pedestrian safety, and adjacent property attributes.

**Origin:** Staff Recommendation

**Budget Unit:** Roads

**Cost Estimate:**

**Potential Funding Sources:**

**Priority Score:** 16

## UF018 - Signal System Upgrades

### Project Information

This project will upgrade various aspects of the City's traffic signal system including: traffic signal controller equipment, vehicle detection, traffic signal arms and heads, battery backup systems, and communications systems to reduce congestion and improve safety for the Pinole community.

**Origin:** Staff Recommendation

**Budget Unit:** Roads

**Cost Estimate:**

**Potential Funding Sources:**

**Priority Score:** 16



## UF019 - Pinon-1

### Project Information

This project involves replacement of the approximately pipeline along San Pablo Ave., Roble Ave., Pinon Ave, and Orleans Avenue. In FY 2022/23, the City contracted with a consultant to complete phase 1 of preliminary engineering and design for this project.

**Origin:** Sanitary Sewer Master Plan

**Budget Unit:** Sewer

**Cost Estimate:** \$4,482,000

**Potential Funding Sources:**

**Priority Score:** 59

## UF020 - Pinon-2

### Project Information

This project involves replacement of the approximately pipeline along San Pablo Ave., Pinon Ave, Appian Way, and Meadow Avenue.

**Origin:** Sanitary Sewer Master Plan

**Budget Unit:** Sewer

**Cost Estimate:** \$1,866,000

**Potential Funding Sources:**

**Priority Score:** 59

## UF021 - Tennent-1

### Project Information

This project includes the replacement of pipeline along Tennent Avenue and inside the Water Pollution Control Plan.

**Origin:** Sanitary Sewer Master Plan

**Budget Unit:** Sewer

**Cost Estimate:** \$2,664,000

**Potential Funding Sources:**

**Priority Score:** 59

## UF022 - Tennent-2

### Project Information

This project involves replacement of the approximately pipeline along Tennent Avenue.

**Origin:** Sanitary Sewer Master Plan

**Budget Unit:** Sewer

**Cost Estimate:** \$4,239,000

**Potential Funding Sources:**

**Priority Score:** 59

## UF023 - Tree Master Plan

### Project Information

In 2019, the City Council established a Beautification Ad Hoc Committee to analyze options for, and to make recommendations to Council regarding clean-up and beautification projects in Pinole. Among other projects, the Committee recommended the development of a Tree Master Plan to inventory the existing trees, and to develop a plan for managing the tree inventory, including finding tree planting opportunities.

**Origin:** Beautification AdHoc Committee

**Budget Unit:**

**Cost Estimate:** \$375,000

**Potential Funding Sources:** Cal Fire Urban and Community Forestry Grant Program

**Priority Score:** 11

## UF024 - San Pablo Avenue Bridge over BNSF Railroad

### Project Information

This project will replace the existing thirteen span reinforced concrete span structure over the Burlington Northern Santa Fe Railroad adjacent to San Pablo Avenue at the easterly limits of the City. On 02/18/20, Council awarded a contract to a Consultant to begin the preliminary engineering (PE) for this project (CIP Project RO1710). The PE will be completed in two phases due to funding limitations. The first phase was necessary to develop a final cost estimate to facilitate pursuing additional funding required to complete all phases including construction.

**Origin:** End of life cycle

**Budget Unit:** Roads

**Cost Estimate:** \$28,800,000

**Potential Funding Sources:** Fund 213, Fund 214, and Economic Stimulus funds.

**Priority Score:** 58

## UF025 - Installation of Solar at City Facilities

### Project Information

This project involves procurement and installation of solar panels at City owned facilities to offset the City's electricity consumption and reduce the greenhouse gas impacts.

**Origin:** Council Request

**Budget Unit:** Facilities

**Cost Estimate:**

**Potential Funding Sources:**

**Priority Score:** 37

## UF026 - All access weather roads

### Project Information

The General Plan, Chapter 8 discusses improvement of open space management to reduce wildfire risks. There is a desire to have improved, all-weather access roads through open space to improve access to and from Hercules and El Sobrante to shorten response times and improve mutual aid.

**Origin:** General Plan

**Budget Unit:** Roads

**Cost Estimate:**

**Potential Funding Sources:**

**Priority Score:** 20

## UF027 - Faria House Renovations

### Project Information

The building commonly referred to as the “Faria House” is a two-story residence constructed in about 1890 and originally located at what is now 1301 Pinole Valley Road. In 2005, the Faria House was relocated to 2100 San Pablo Avenue. On June 7, 2022, City Council directed staff pursue hazard remediation and renovations to create a lower-level office, and upper-level warm shell. This project was later unfunded by City Council.

**Origin:** Council Request

**Budget Unit:** Facilities

**Cost Estimate:** \$420,000

**Potential Funding Sources:**

**Priority Score:** 17

## UF028 - San Pablo Avenue Complete Streets

### Project Information

A complete streets plan would create a new vision for San Pablo Avenue, to transform it into a place where people of all ages and abilities can travel safely and comfortably whether walking, bicycling, riding transit, or driving

**Origin:** Council Request

**Budget Unit:** Infrastructure Assessment

**Cost Estimate:** \$200,000

**Potential Funding Sources:**  
Subregional Transportation Mitigation Program (STMP) funds

**Priority Score:** 15

## UF029 - Signalized Intersections

### Project Information

Improvement to signal hardware, signal timing, or protected left turn phases at:

- Appian Way & Fitzgerald Drive
- San Pablo & Tennent Ave.
- Appian Way & Canyon Dr./Tara Hills
- Pinole Valley Rd./Tennent Ave./Ellerhorst St.
- San Pablo Ave. & Pinole Valley Rd.
- San Pablo Ave. & Pinon Ave./Appian Way
- Pinole Valley Rd. & Estates Ave.

Refer to the LRSP document for detailed recommendations.

**Origin:** Local Road Safety Plan

**Budget Unit:** Streets & Roads

**Cost Estimate:** \$183,792

**Potential Funding Sources:** Highway Safety Improvement Program (HSIP)

**Priority Score:** 46

## UF030 - Pedestrian Safety at Signalized Intersections

### Project Information

Installation of advance stop bars before crosswalk, raised median on approaches, raised pavement markers and striping through intersection at:

- Appian Way & Fitzgerald Drive
- San Pablo & Tennent Ave.
- Appian Way & Canyon Dr./Tara Hills
- Pinole Valley Rd./Tennent Ave./Ellerhorst St.
- San Pablo Ave. & Pinole Valley Rd.
- Fitzgerald Drive and Best Buy Parking Lot
- Pinole Valley Rd. & Estates Ave.

Refer to the LRSP document for detailed recommendations.

**Origin:** Local Road Safety Plan

**Budget Unit:** Roads

**Cost Estimate:** \$514,548

**Potential Funding Sources:** Highway Safety Improvement Program (HSIP)

**Priority Score:** 46

## UF031 - Safety at Unsignalized Intersections

### Project Information

Install intersection lighting, install/upgrade larger or additional stop signs or other intersection warning/regulatory signs, or install RRFB:

- Walter Ave. & San Pablo Ave.
- Pinole Valley Rd. & Simas Ave.
- Pinole Valley Rd. & Wright Ave.
- Pinole Valley Rd. & Rafaela St.
- Wright Ave. & Carol St.
- Simas Ave. & Moraga Dr.

Refer to the LRSP document for detailed recommendations.

**Origin:** Local Road Safety Plan (LRSP)

**Budget Unit:** Streets & Roads

**Cost Estimate:** \$879,830

**Potential Funding Sources:** Highway Safety Improvement Program (HSIP)

**Priority Score:** 46

## UF032 - Roadway Segments # 1

### Project Information

Install segment lighting, or install/upgrade signs with new fluorescent sheeting, or install delineators, reflectors/object markers.

- Pinole Valley Rd: San Pablo Ave. to Collins Ave.
- San Pablo Ave.: Oak Ridge Rd. to Pinole Valley Rd.
- San Pablo Ave.: Golden Gate to Del Monte Dr.
- Tara Hills: Kilkenny Way to Appian Way
- Walter Ave: North Terminus to San Pablo Ave.
- Fitzgerald Dr.: Jovita Ln. to Appian Way
- Appian Way: San Pablo Ave. to Michael Dr.
- Tennent Ave.: San Pablo Ave. to Pinole Valley Rd.

Refer to the LRSP document for detailed recommendations.

**Origin:** Local Road Safety Plan

**Budget Unit:** Roads

**Cost Estimate:** \$1,469,474

**Potential Funding Sources:** Highway Safety Improvement Program (HSIP)

**Priority Score:** 46

## UF033 - Roadway Segments # 2

### Project Information

Install centerline rumble strips/stripes, or install edge-lines and centerlines, or install RRFB

- Pinole Valley Rd: San Pablo Ave. to Collins Ave.
- San Pablo Ave.: Oak Ridge Rd. to Pinole Valley Rd.
- San Pablo Ave.: Golden Gate to Del Monte Dr.
- Tara Hills: Kilkenny Way to Appian Way
- Walter Ave: North Terminus to San Pablo Ave.
- Tennent Ave.: San Pablo Ave. to Pinole Valley Rd.

Refer to the LRSP document for detailed recommendations.

**Origin:** Local Road Safety Plan (LRSP)

**Budget Unit:** Streets & Roads

**Cost Estimate:** \$914,375

**Potential Funding Sources:** Highway Safety Improvement Program (HSIP)

**Priority Score:** 46

## UF034 - Roadway Segments # 3

### Project Information

Implement road diet, or install dynamic/variable speed warning signs, or install/upgrade pedestrian crossing

- Pinole Valley Rd: San Pablo Ave. to Collins Ave.
- San Pablo Ave.: Oak Ridge Rd. to Pinole Valley Rd.
- Tara Hills: Kilkenny Way to Appian Way
- Fitzgerald Dr.: Jovita Ln. to Appian Way
- Appian Way: San Pablo Ave. to Michael Dr.

Refer to the LRSP document for detailed recommendations.

**Origin:** Local Road Safety Plan

**Budget Unit:** Roads

**Cost Estimate:** \$1,483,510

**Potential Funding Sources:** Highway Safety Improvement Program (HSIP)

**Priority Score:** 46



## UF035 - Vehicular Bridge Maintenance

### Project Information

Maintenance of vehicular bridges as identified in the Caltrans Bridge Inspection Reports. The latest bridge inspection issued in May 2023, contains recommendations for three bridges near:

- PVHS High School on Pinole Valley Rd.
- Wright Ave. on Pinole Valley Rd.
- On Simas Ave. near Pinole Valley Rd.

**Origin:** Caltrans Bridge Inspection

**Budget Unit:** Streets & Roads

**Cost Estimate:**

**Potential Funding Sources:**

**Priority Score:** 22

## **APPENDIX I: Capital Improvement Plan consistency with General Plan**

Funding is estimated for specific projects or asset plans in the FY 2023/24 – 2027/28 Capital Improvement Plan (CIP) which support the goals and policies of following elements of the General Plan:

- Community Character (CC)
- Growth Management (GM)
- Land Use & Economic Development (LU)
- Housing (H)
- Circulation Element (CE)
- Community Services and Facilities (CS)
- Health and Safety (HS)
- Natural Resources and Open Space (OS)
- Sustainability Element (SE)

The acroynms and associated General P lan goals/policies are listed on individual project sheets.

The FY 2023/24 – 2027/28 CIP includes funding for projects over the next five (5) fiscal years that support General Plan policies and enhance public infrastructure, amenities, and services in Pinole. The CIP is consistent with and helps implement the following General Plan goals and policies:

### **Community Character Element**

GOAL CC.1 Maintain Pinole’s unique qualities and sense of place to preserve the established historic and small-town character of the city.

POLICY CC.1.2 Require all new development to incorporate high-quality site design, architecture and planning to enhance the overall quality of the built environment in Pinole and create a visually interesting and aesthetically pleasing town environment.

POLICY CC.1.3 To enhance a sense of arrival and create a strong appealing image that promotes community identity, the City shall develop community entry features at key gateways or city entries along Interstate 80. Entryways shall incorporate landscaping, trees, structural architectural elements, signage and public art.

POLICY CC.1.5 Encourage project compatibility, interdependence and support with neighboring uses, especially between commercial and mixed-use centers and the surrounding residential neighborhoods. Uses should relate to one another with pedestrian connections, transit options, shared parking, landscaping, public spaces, and the orientation and design of buildings.

GOAL CC.2 Emphasize and enhance the visual and physical connection between the city’s natural environment and the community’s quality of life.

POLICY CC.2.1 Provide visual and physical connections between the natural environment and the built environment through careful site design, building placement, architectural features that allow views of Pinole’s unique environment such as ridgelines or the San

Pablo Bay shoreline, public access to open space such as via the Bay Trail, and the use of native vegetation in the urban environment such as for landscape buffers for sidewalk areas and street trees.

POLICY CC.2.2 Preserve natural resources within the built environment, including trees, marshes, creeks and hillsides.

GOAL CC.5 Enhance the quality of life in Pinole by acknowledging the cultural diversity and by promoting, preserving and sustaining the cultural and performing arts.

POLICY CC.5.1 Celebrate the city's cultural diversity through public art, cultural centers and community events for the benefit and enjoyment of all residents.

POLICY CC.5.2 Develop programs and facilities that promote the cultural and performing arts in Pinole.

### **Growth Management Element**

GOAL GM.1 Regional Planning. Support cooperative transportation, land use and public service planning in Contra Costa County.

POLICY GM.1.1 West Contra Costa County Planning Activities. Achieve efficient public service delivery by coordinating with affected jurisdictions and agencies concerning public and private developments.

GOAL GM.3 Efficient Transportation. Support land use patterns that make efficient use of the transportation system and enhance public safety.

POLICY GM.3.1 Transportation Management. Make more efficient use of the regional and subregional transportation system.

POLICY GM.3.3 Provide Adequate Transportation Facilities and Services. Provide adequate transportation facilities while maintaining neighborhood integrity.

POLICY GM.3.7 Mobility-Impaired. Support efforts to provide safe and convenient transportation systems for all citizens of Pinole, particularly mobility-impaired individuals.

GOAL GM.4 Compact Development and Service Areas. Encourage infill and redevelopment in areas that are already served by utilities, infrastructure and public services.

POLICY GM.4.1 Planning for Present and Future Community Needs. Plan for, provide and maintain a level of public infrastructure facilities and services that adequately serves the present and future needs of the community.

### **Land Use & Economic Development Element**

GOAL LU.1 Preserve and enhance the natural resources, high-quality residential neighborhoods and commercial areas, and small-town (semi-rural) character of Pinole.

POLICY LU.1.3 Establish and implement a continuing program of civic beautification, gateway or entryway enhancement, tree planting, maintenance of homes and streets, and other measures which will promote an aesthetically desirable environment and attractive neighborhood areas.

GOAL LU.4 Preserve and strengthen the identity and quality of life of Pinole's residential neighborhoods.

POLICY LU.4.1 Ensure all new development, renovation or remodeling preserves and strengthens Pinole's residential neighborhoods by requiring projects to be harmoniously designed and integrated with the existing neighborhood.

GOAL LU.6 Protect and enhance the natural resources of the San Pablo Bay waterfront for the enjoyment of Pinole residents.

POLICY LU.6.3 Provide waterfront parks, pedestrian pathways and recreation areas that are safe, accessible, and attractive for public use.

### **Housing Element**

GOAL H.2 Protect Existing Character and Heritage. Protect and enhance the integrity and distinctive character and heritage of Pinole encouraging the development of high quality, well-designed housing and conserving existing housing.

POLICY H.2.4 Maintain Existing Housing and Neighborhood Amenities. Maintain Pinole's lifestyle characteristics by encouraging the maintenance of existing housing stock, and in particular housing with historic value, and preserving the amenities of existing neighborhoods.

GOAL H.3 Provide Adequate Services and Facilities. Provide adequate services and facilities to meet the needs of the city's current and future population.

POLICY H.3.1 Plan For Public Facility and Services Needs. Future development shall be planned based on public facility and service capacity, community-wide needs, sound citywide and neighborhood planning and public improvement programming.

POLICY H.3.4 Encourage new pedestrian-oriented development. Encourage new development and redevelopment that places residences in close proximity to a variety of services and facilities.

### **Circulation Element**

GOAL CE.1 Reduce vehicle miles traveled and encourage the use of public transit.

POLICY CE.1.1 Encourage strategic growth that concentrates future development along Pinole's three primary transit corridors (San Pablo Avenue, Appian Way and Pinole Valley Road).

POLICY CE.1.3 Encourage development that is sensitive to both local and regional transit measures and that promotes the use of alternative modes of transportation.

POLICY CE.1.4 Encourage maximum utilization of the existing public transit system and alternate modes of transportation in Pinole.

GOAL CE.3 Provide timely input and effective means (as appropriate) of programming street and highway improvements to maintain the objective peak hour level of service without detrimentally impacting community character or commercial activity.

POLICY 3.2. Maintain roadway network at or above established LOS thresholds.

GOAL CE.4 Establish programs to support sidewalk, trail and street enhancements, where feasible.

POLICY CE.4.5 Inventory sidewalk conditions to identify opportunities for enhancements to the circulation system and to help prioritize repair and maintenance activities as funding becomes available.

GOAL CE.5 Provide adequate parking and loading facilities while encouraging alternative means of transportation.

GOAL CE.7 Support bicycle use as a mode of transportation by enhancing infrastructure to accommodate bicycle and rides.

POLICY CE.7.1 Enhance the City's Bikeway network through the use of Class I, II, and III bikeways.

POLICY CE.7.3 Establish a network of multi-use paths to facilitate safe and direct off-street bicycle and pedestrian travel.

### **Community Services and Facilities Element**

GOAL CS.1 Provide safe, attractive and efficiently designed infrastructure and sustainable facilities to serve the public.

POLICY CS.1.1 The City will strive to provide safe, attractive and efficiently designed facilities for public and quasi-public organizations.

POLICY CS.1.3 The City will endeavor to provide convenient access to community facilities and services to all areas of the community.

GOAL CS.2 Ensure and maintain a high level of public safety in the community.

POLICY CS.2.6 The City will continue to fund the repair, maintenance and expansion of facilities to respond to evolving service needs.

GOAL CS.3 Provide adequate and high-quality recreational opportunities and programs for the community.

POLICY CS.3.1 Continue to provide a variety of recreational opportunities that serve and represent all aspects of the community.

POLICY CS.3.3 Expand and organize a multi-use trail system.

GOAL CS.6 Provide adequate, economical and dependable wastewater collection service and treatment.

POLICY CS.6.1 The City shall continue to make capital improvements to the wastewater collection and treatment system to maintain system capability and reliability.

GOAL CS.7 Minimize flooding.

POLICY CS.7.1 The City will ensure that the storm drain system has adequate capacity to minimize street flooding and, where feasible, shall expand the capacity of the system to control storm flows.

GOAL CS.9 Provide economical and dependable community services while conserving energy resources.

POLICY CS.9.1 The City will seek opportunities to improve the energy efficiency of facilities and operations.

GOAL CS.10 Provide safe, efficient roadway infrastructure to support multiple modes of transportation and to meet existing and future circulation needs.

POLICY CS.10.2 The City will update, where possible, the existing roadway network to enhance pedestrian, bicycle and transit circulation while maintaining safe vehicular circulation.

### **Health and Safety Element**

GOAL HS.1 Minimize the potential for loss of life, injury, damage to property, economic and social dislocation, and unusual public expense due to natural and man-made hazards.

GOAL HS.2 Protect the community from the risk of flood damage and improve surface water quality.

POLICY HS.2.4 Continue to monitor studies that identify anticipated changes in sea level and create appropriate standards and improvements to minimize flood risks.

POLICY HS.2.5 Establish appropriate capital improvements and management programs to reduce wet weather sewer treatment demand and avoid discharge to the shallow water outfall.

GOAL HS.3 Minimize hazards of soil erosion, weak and expansive soils, potentially hazardous soils materials, other hazardous materials, geologic instability and seismic activity.

POLICY HS.3.5 Require proper handling, storage, disposal and cleanup of hazardous materials to prevent leakage, potential explosions, fires or the escape of harmful gases and to prevent individually innocuous materials from combining to form hazardous substances, especially at the time of disposal.

GOAL HS.4 Ensure that government agencies, citizens and businesses are prepared for an effective response and recovery in the event of emergencies or disasters.

POLICY HS.4.1 Continue to provide essential emergency public services during natural catastrophes

POLICY HS.4.3 Incorporate technological enhancements in new and substantially remodeled structures and facilities to support and improve emergency services.

GOAL HS.6 Support multiple forms of transportation and a circulation system design that reduces vehicle trips and emissions.

POLICY HS.6.1 Promote and encourage walking and bicycling as viable forms of transportation to services, shopping and employment.

GOAL HS.7 Ensure that all new development meets or exceeds state and federal water quality standards.

POLICY HS.7.1 Support Regional, state and federal clean water programs.

POLICY HS.7.3 Reduce the transport of runoff and surface pollutants.

POLICY HS.7.6 Establish appropriate capital improvements and management programs to reduce wet weather sewer treatment demand and avoid discharge to the shallow water outfall.

### **Natural Resources and Open Space Element**

GOAL OS.1 Ensure the preservation of natural resources by determining appropriate land use and compatibility with natural resources and open space.

POLICY OS.1.2 Agency Cooperation. Work with Federal, State and local regulatory and trustee agencies to promote the long-term sustainability of local natural resources.

### **Sustainability Element**

GOAL SE.3 The City will reduce its contribution to climate change and mitigate and adapt to the effects of climate change as appropriate.

POLICY SE.3.1 Reduce greenhouse gas emissions from City operations and community sources by a minimum of 15 percent below current or baseline levels by the year 2020.

POLICY SE.3.4 Reduce GHG emissions by reducing vehicle miles traveled and by increasing or encouraging the use of alternative fuels and transportation technologies.

POLICY SE.1.3 Enhance the energy efficiency of all City facilities.

GOAL SE.4 Optimize energy efficiency and renewable energy.

POLICY SE.4.2 Explore opportunities for City-wide expansion of Programs and Facilities related to energy efficiency and conservation.

GOAL SE.5 Achieve a solid waste diversion of 75% of the waste stream by 2020.

GOAL SE.7 Air quality will be maintained and improved for the City of Pinole and the Bay Area as a region and not decline below levels measured in early 1990's.

POLICY SE 7.3 Support efforts to comprehensively address air quality issues through education, regulation, and innovation.

GOAL SE.8 Utilize transit options and reduce vehicle miles traveled and single-occupancy vehicle use.

POLICY SE.8.7 Work to improve Pinole's pedestrian and bicycle infrastructure and to meet the needs of all pedestrians and bicyclists.

POLICY SE.8.10 Support and promote the use of low- and zero-emissions vehicles, alternative fuels, and other measures to directly reduce emissions from motor vehicles.

### **Community Character Element**

GOAL CC.1 Maintain Pinole's unique qualities and sense of place to preserve the established historic and small-town character of the city.

POLICY CC.1.2 Require all new development to incorporate high-quality site design, architecture and planning to enhance the overall quality of the built environment in Pinole and create a visually interesting and aesthetically pleasing town environment.

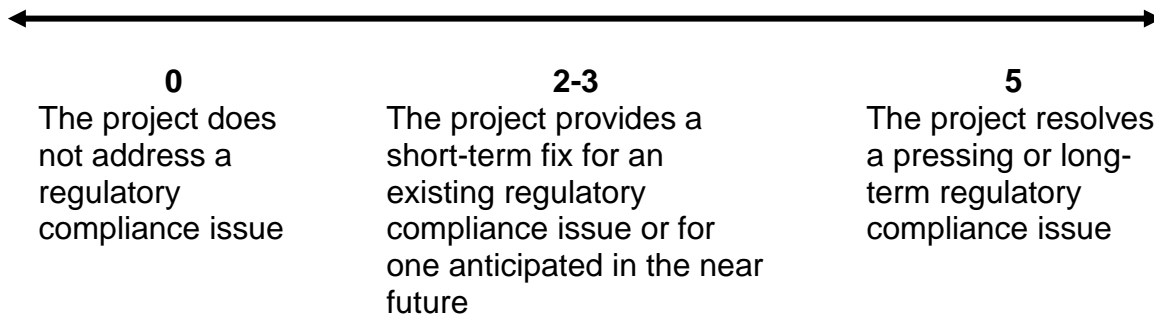
POLICY CC.1.3 To enhance a sense of arrival and create a strong appealing image that promotes community identity, the City shall develop community entry features at key gateways or city entries along Interstate 80. Entryways shall incorporate landscaping, trees, structural architectural elements, signage, and public art.



## APPENDIX II: Prioritization Matrix Category Scoring Guidelines

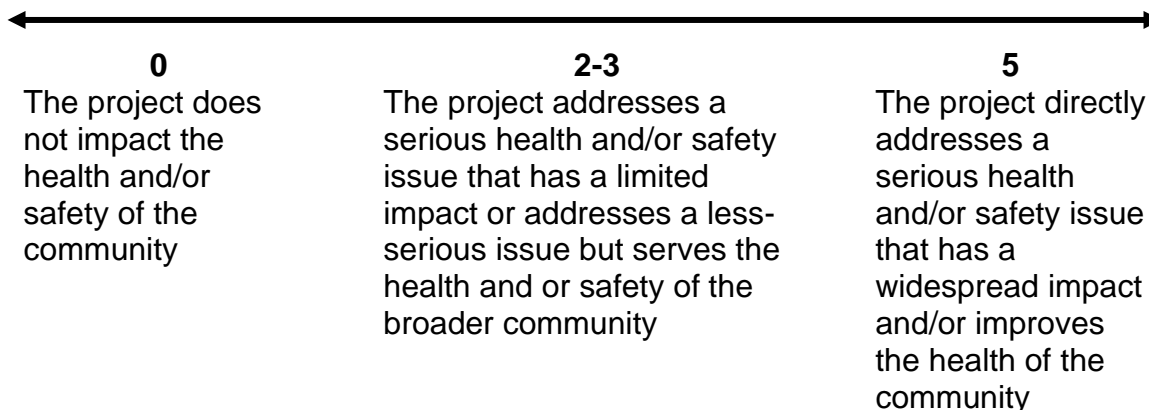
1. **Regulatory Compliance** – Compliance with regulatory mandates issued by agencies likes California State Water Resources Control Board, California Department of Resources, Recycling and Recovery, Department of Fish and Wildlife, the San Francisco Bay Conservation and Development Commission, or other County, State and federal laws. This also includes the Americans with Disabilities Act, the Manual of Uniform Traffic Control Devices, and self-imposed City ordinances. The score should be based on the answers to the following example questions:
  - a. Does the proposed project address a current regulatory mandate?
  - b. Will the proposed project proactively address a foreseeable (within the next 5 years) regulatory mandate?

Scoring scale:



2. **Health/Safety** – Projects that improve the overall health and safety of the community such as multi-purpose trails, transportation safety improvements, new recreation facilities, address safety issues at City facilities, enhancements to police, fire, and emergency medical services. The score should be based on answers to the following example questions:
  - a. Does the proposed project impact the health and wellbeing or safety of Pinole residents and/or employees?
  - b. Does the project mitigate a serious risk or liability health/safety issue and to what degree?
  - c. Does the project help assist the City to respond more effectively and efficiently to emergencies throughout the community?

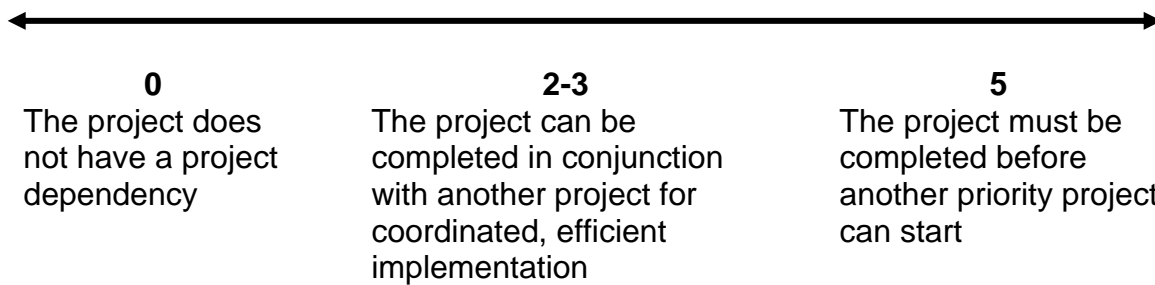
Scoring scale:



3. **Project Dependency/Bundling**– The completion of the proposed project is complementary to the completion of a precursor capital project/master plan or the proposed project would be implemented efficiently if it was coordinated with another capital project. A project that is not needed for many years would score lower than a project that needs to be completed before another project can start. The score should be based on answers to the following example questions:

- a. When is the proposed project needed?
- b. Do any other projects require the proposed project to be completed first?
- c. Does the proposed project require other projects to be completed first?
- d. Can the proposed project be completed in conjunction with another project for coordinated, efficient implementation?

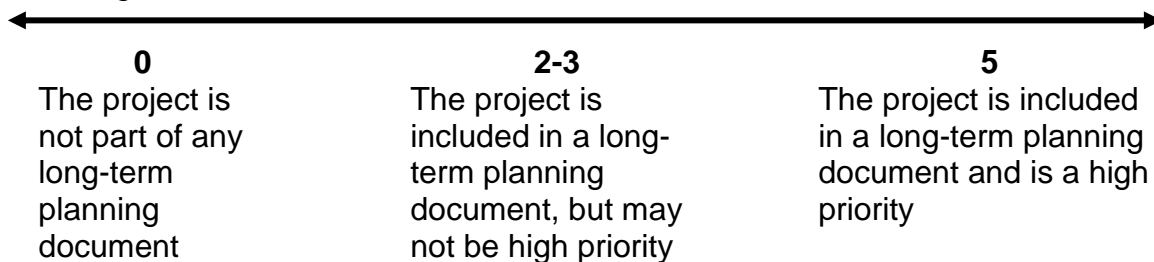
Scoring scale:



4. **Long-Term Planning** – General Plan, Three-Corridor Specific Plan, 2020-2025 Strategic Plan, Long-Term Financial Plan, Pinole Economic Development Strategy, Master Plans, Emergency Operations Plan, Communication and Engagement Plan, Climate Action Plan, Local Road Safety Plan, Active Transportation Plan, Parks Master Plan, and departmental strategic plans which serve as a resource for the City to meet goals set forth by City departments, advisory boards and commissions, and the community at-large. Plans include documents that have been prepared internally to assure consistent adherence to industry best practices, as well as those documents that are created with the assistance of outside consultants. A component of long-term planning includes public discussion and/or public engagement. The score should be based on the answers to the following example questions:

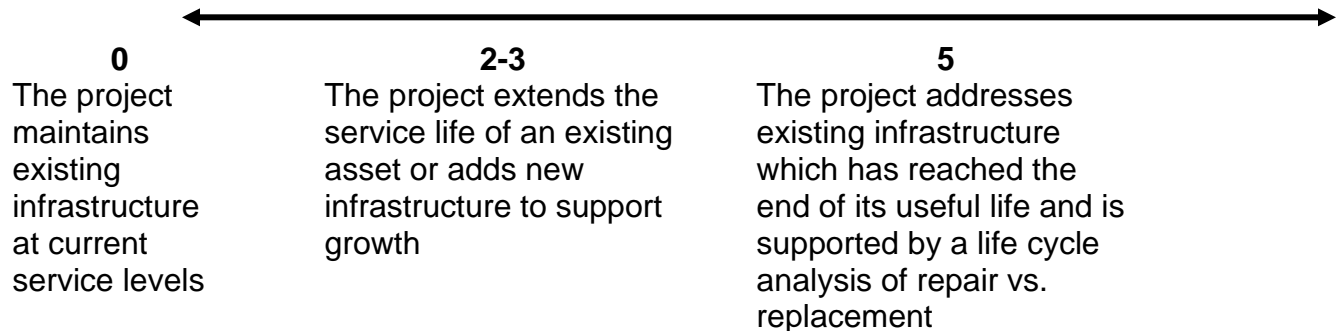
- a. Is the proposed project contained in one or more of the City’s long-term planning documents?
- b. Is the proposed project listed as a high priority?

Scoring scale:



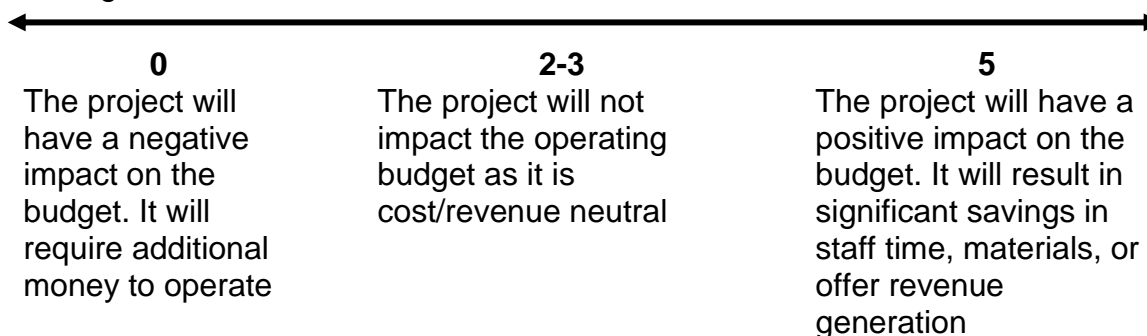
5. **State of Infrastructure** – Projects that address failing infrastructure (i.e., sidewalks, streets, lighting, municipal buildings, recreation facilities) or facilities that have exceeded their useful life. The score should be based on answers to the following example questions:
- Does the proposed project maintain the condition or value of existing infrastructure?
  - Does the proposed project avoid potential failure due to substandard conditions?
  - Will the proposed project address a facility that is outdated or exceeded its useful life?
  - Is the proposed project supported by a life cycle analysis of repair versus replacement and a master plan for that type of asset?

Scoring scale:



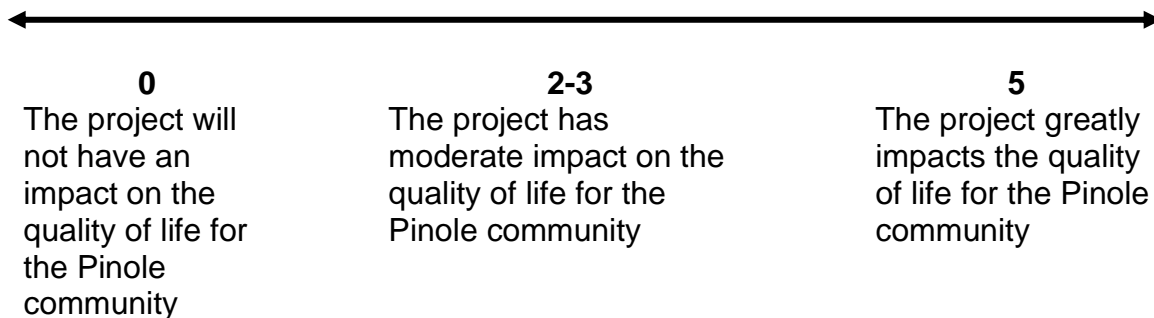
6. **Operating Budget Impact** – Some proposed projects may impact the operating budget for the next few years or for the life of the facility. Some proposed projects can offer cost savings or revenue generation opportunities. The score should be based on answers to the following questions:
- Will the proposed project require additional personnel to operate?
  - Will the proposed project require additional annual maintenance?
  - Will the proposed project require additional equipment not included in the project budget?
  - Will the proposed project reduce staff time and City resources thereby resulting in a positive impact on the operational budget?
  - Are there cost savings or revenue generation opportunities as a result of the efficiency of the proposed project?

Scoring scale:



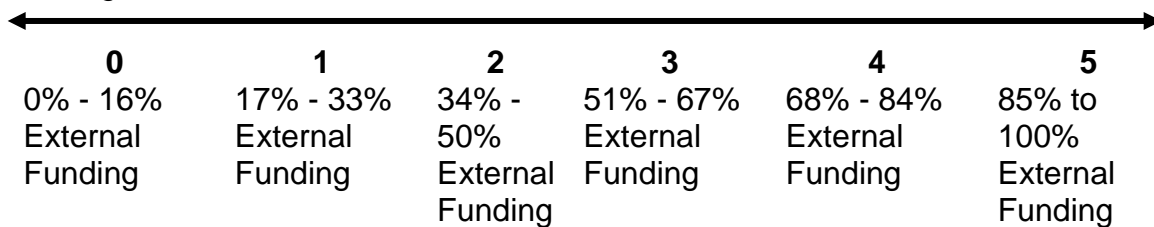
7. **Quality of Life** – Projects that provide widespread economic prosperity, recreational and cultural activities, environmental benefits, beautify Pinole, and attract new residents and visitors. The score should be based on answers to the following example questions:
- Does the proposed project help to create a beautiful and clean community?
  - Does the proposed project encourage participation in recreational and cultural activities?
  - Does the proposed project attract new residents, businesses, or visitors?
  - Does the proposed project increase environmental stewardship?
  - Does the proposed project contribute towards economic development and revitalization efforts?

Scoring scale:



8. **Grant Funding** – The proposed project is partially or fully supported by grants from State or Federal funds. The percentage of total cost funded by an external source will determine the score in this category.

Scoring scale:



9. **Sustainability and Conservation** – The proposed project furthers the City’s sustainability and conservation goals. The score should be based on answers to the following example questions:
- Does the proposed project improve the health of the community and natural environment through sustainable designs with improved air quality and reduce greenhouse gas emissions that contribute to climate change?
  - Does the proposed project increase use of active modes of transportation and reduces the need for auto-dependency?
  - Does the proposed project incorporate design that meets or exceeds federal and State standards in the field of energy efficiency, such as State of California Title 24 Energy Efficiency Standards, LEED building standards, etc.?

Scoring scale:



**0**

The project will not impact the City's ability to achieve sustainability and conservation goals

**2-3**

The project will have a modest positive impact on the City's ability to achieve sustainability and conservation goals

**5**

The project will have a significant positive impact on the City's ability to achieve sustainability and conservation goals

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## Appendix

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## **ACCOUNTING AND BUDGET BASIS**

It is a public finance best practice for the City's budget to describe the City's accounting basis and fund structure.

The City maintains its accounting records in accordance with Generally Accepted Accounting Principles (GAAP) and standards established by the Governmental Accounting Standards Board (GASB). Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized when both measurable and available. Expenditures are recognized when the liability is incurred. Debt service obligations are appropriated when due.

Proprietary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recognized when earned and expenses when the liability is incurred regardless of timing of related cash flows.

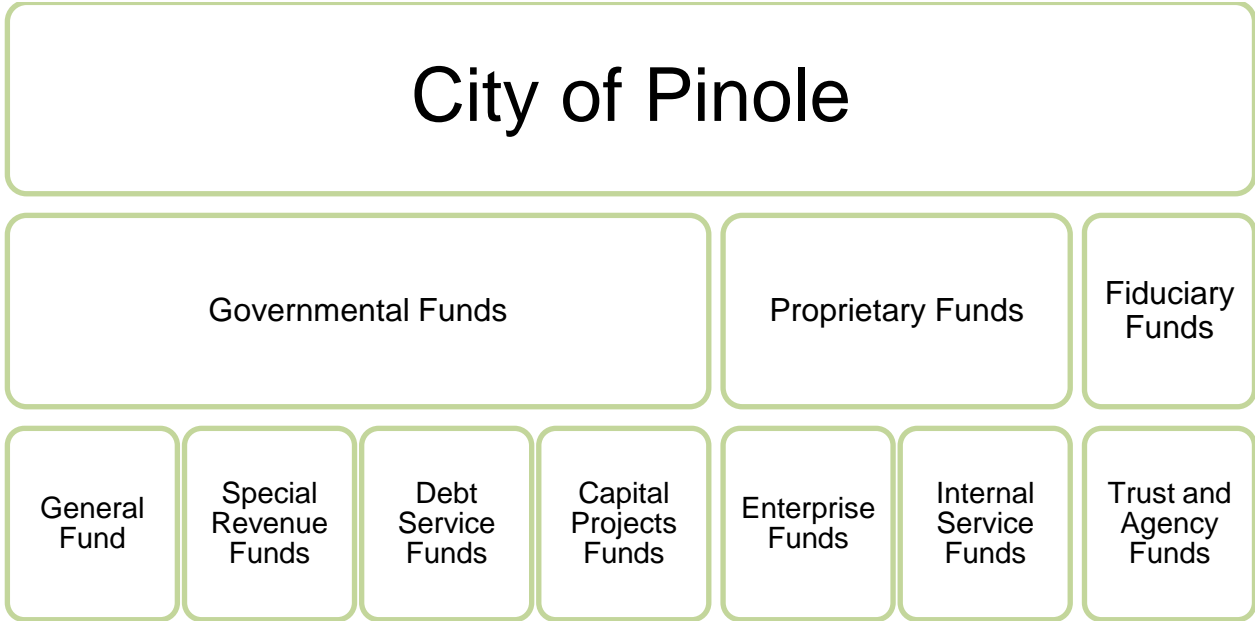
The basis of budgeting is consistent with the basis of accounting discussed above. Appropriations that are budgeted and not expensed at the end of the year lapse and revert to fund balance.

## **MONITORING THE BUDGET**

Once adopted, the budget becomes the main internal control document used to monitor and manage the City's financial position. The City's budget level of control is executed at the fund level set by the City's governing body. Requests for budget amendments are presented to the City Council and are enacted by resolution. Managers can transfer funds within their respective departments with the approval of the City Manager. Financial reports that highlight revenue and expenditure variances, some of which may require adjustments to the budget, are presented to City Council for consideration and adoption on a quarterly basis.

## **FUND STRUCTURE**

The City uses funds to report its current financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid in financial management by segregating transactions related to certain governmental functions or activities. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds and fiduciary funds.



**GOVERNMENTAL FUNDS**

**General Funds** are used to account for all the general revenues of the City not specifically levied or collected for other City funds and the related expenditures.

<i>Fund Number</i>	<i>Name</i>
100	General Fund
105	Measure S 2006 Fund
106	Measure S 2014 Fund
150	General Reserve Fund
160	Equipment Reserve Fund

**Special revenue funds** used to account for proceeds that are legally restricted for specific purposes.

<i>Fund Number</i>	<i>Name</i>
200	Gas Tax Fund
201	Restricted Real Estate Maintenance Fund
203	Public Safety Augmentation Fund
204	Police Grants Fund
205	Traffic Safety Fund
206	Supplemental Law Enforcement Services Fund
207	Storm Water Fund
209	Recreation Fund
212	Building & Planning Fund
213	Refuse Management Fund
214	Solid Waste Fund

215	Measure J Fund
217	American Rescue Plan Act (ARPA) Fund
225	Asset Seizure-Adjudicated Fund
275	Parkland Dedication Fund
276	Growth Impact Fund
285	Housing Assets for Resale

**Capital projects funds** are used to account for financial resources for the acquisition or construction of facilities and other capital assets.

<i>Fund Number</i>	<i>Name</i>
310	Lighting and Landscape District Fund
324	Public Facilities Fund
325	City Street Improvements
327	Parks Grants Fund
377	Arterial Rehabilitation

### PROPRIETARY FUNDS

**Enterprise funds** are used to account for goods or services from business-type activities, such as fees charged to external users.

<i>Fund Number</i>	<i>Name</i>
500	Sewer Enterprise Fund
505	Cable Access TV Fund

**Internal service funds** are used to account for activities that provide goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments on a cost-reimbursement basis.

<i>Fund Number</i>	<i>Name</i>
525	Information Systems Fund

### FIDUCIARY FUNDS

**Agency funds** are used to maintain records of assets and financial activities on behalf of a third party or set aside in an external trust fund for restricted purposes.

<i>Fund Number</i>	<i>Name</i>
700	Section 115 Pension Trust Fund
750	Redevelopment Obligation Retirement Fund

The City receives revenue from numerous sources that are used for various expenditures for City purposes. The following are descriptions of each of the City’s revenue sources as well as the assumptions used to develop the budget projections.

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## **GLOSSARY**

**Appropriation** - An authorization by the City Council to make expenditures/expenses and to incur obligations for a specific purpose within a specific time frame.

**Assessed Valuation** - A dollar value placed on real estate or other property by the County as a basis for levying property taxes.

**Assessments**- Levies that pay for improvements directly benefiting their property.

**Audit** - A view of the City's accounts by an independent auditing firm to substantiate fiscal year-end fund, salaries, reserves, and cash on hand.

**Beginning/Ending (Unappropriated) Fund Balance** - Unencumbered resources available in a fund from the prior/current fiscal year after payment of the prior/current fiscal year's expenditures/expenses. This is not necessarily cash on hand.

**Bond** - A City may raise capital by issuing a written promise to pay a specific sum of money, called the face value or principal amount, at a specific date or dates in the future, together with periodic interest at a special rate. There are two types of bonds: General Obligation and Revenue.

**Budget** - A fiscal plan of financial operation listing an estimate of proposed applications or expenditures/expenses and the proposed means of financing them for a particular time period. The budget is proposed until it has been approved by the City Council.

**Capital Improvement** - A permanent addition to the City's assets, including the design, construction, or purchase of land, buildings, or facilities, or major renovations of same.

**Capital Improvement Program** - A financial plan of proposed capital improvement projects with single-and multiple-year capital expenditures/expenses.

**Capital Outlay** - A budget appropriation category which budgets all equipment having an estimated useful life of over one year.

**City Manager's Transmittal Letter** - A general discussion of the budget. The letter contains an explanation of principal budget items and summaries.

**CPI** - Consumer Price Index; measure of inflation in an area of consumer products.

**Debt Service** - Payment of the principal and interest on an obligation resulting from the issuance bonds, notes, or Certificates of Participation (COPs).

**Debt Service Requirements** - The amount of money required to pay interest on outstanding debt and required contributions to accumulate monies for future retirement of term bonds.

**Deficit** - An excess of expenditures or expenses over revenues (resources).

**Department** - An organizational unit comprised of divisions. It is the basic unit of service responsibility encompassing a broad mandate of related activities.

**Depreciation**- The cost allocation of tangible assets over the useful/economic life of the asset.

**Division** - A sub-section (or activity) within a department, which furthers the objectives of the City by providing specific services or a product.

**Encumbrances** - A legal obligation to pay funds, the expenditure/expense of which has not yet occurred. They cease to be encumbrances when the obligations are paid or otherwise terminated.

**Enterprise Fund** - A type of fund established for the total costs of those governmental facilities and services which are operated in a manner similar to private enterprise. These programs are entirely or predominately self-supporting.

**Expenditure** - The actual spending of Governmental Funds set aside by appropriation.

**Expense** - The actual spending of Proprietary Funds (Enterprise and Internal Service Fund types) set aside by an appropriation.

**Fiscal Year** - A twelve-month period of time to which a budget, forecast or reporting period applies. The City of Pinole fiscal year is July 1 through June 30.

**Fund** - An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created.

**Fund Balance** - The amount of financial resources available for use. Generally, this represents the detail of all the annual operating surpluses and deficits since the fund's inception.

**General Fund** - The primary fund of the City used to account for all revenues and expenditures of the City not legally restricted as to use. This fund is used to offset the cost of the City's general operations. Examples of departments financed by the General Fund include the City Council, Police and others.

**General Obligation Bond** - Bonds used for various purposes and repaid by the regular (usually via the General Fund) revenue raising powers of the City.

**Grant** - Contributions, gifts of cash, or other assets from another governmental entity to be used or expended for a specific purpose, activity, or facility.

**Interfund Transfers** - Monies transferred from one fund to another. Such money is transferred to finance the operations of another fund or to reimburse the fund for certain expenditures/expenses.

**Internal Service Fund** - An Internal Service Fund provides services to other City departments and bills the various other funds for services rendered, just as would private business. ISF's are self-supporting and only the expense by an ISF is counted in budget totals.

**Major Fund** – Governmental fund or enterprise fund reported as a separate column in the basic financial statements and subject to a separate opinion in the independent auditor's report.

**Materials, Supplies, and Services** - Expenditures/expenses for materials, supplies, and services which are ordinarily consumed within a fiscal year and which are not included in departmental inventories.

**Municipal Code** - A book that contains the City Council approved ordinances currently in effect. The Code defines City policy with respect to areas such as planning, etc.

**Objectives** - The expected results or achievements of a budget activity.

**Operating Budget** - Annual appropriation of funds for on-going program costs, including salaries and benefits, services and supplies, debt service, capital outlay and capital improvements.

**Ordinance** - A formal legislative enactment by the City Council. It has the full force and effect of law within City boundaries unless preempted by a higher form of law. An Ordinance has a higher legal standing than a Resolution.

**Projects** – Long-term investments in public facilities and infrastructure; also known as capital improvements. The amount spent may overlap from year to year until the project is completed.

**Proprietary Funds**- These include the enterprise (wastewater treatment and collection) and internal services (information technology and equipment reserve) funds. They are accounted for in a manner similar to businesses, measuring cost for services and including total assets and liabilities.

**Redevelopment Agency**- A separate legal entity created to alleviate conditions of blight, build infrastructure and promote economic development. The Agency receives property tax revenue on assessed value growth within these areas called “tax increments” to repay Agency indebtedness.

**Reimbursement** - Payment of amount remitted on behalf of another party, department, or fund.

**Reserve** - An account used to record a portion of the fund balance as legally segregated for a specific use.

**Resolution** - A special order of the City Council which has a lower legal standing than an Ordinance.

**Return to Source Funds** - Residual moneys from former Redevelopment Agency's tax levy's that are redistributed to the Cities after the Agency's debt obligations have been paid off. These funds are non-restricted and are distributed by the State in January and July of every year.

**Revenues** - Amount received for taxes, fees, permits, licenses, interest, intergovernmental sources, and other sources during the fiscal year.

**Revenue Bonds** - A type of bonds usually issued to construct facilities. The bonds are repaid from the revenue produced by the operation of these facilities.

**Salaries and Benefits** - A budget category which generally accounts for full-time and temporary employees, overtime expenses, and all employee benefits, such as medical, dental, and retirement.

**Special Revenue Funds** - This fund type collects revenues that are restricted by the City, State, or Federal Government as to how the City might spend them.

**Successor Agency to the Pinole Redevelopment Agency** - Trust agency formed for the purpose of reporting close-out financial activities of the former Redevelopment Agency.

**Unfunded Liability** - Amount of future obligations not covered by assets currently set aside for that purpose, such as accrued vacation leave payable at termination or actuarial-determined future insurance claims.

**User Fees** - Charges of a voluntary nature paid by persons receiving a service in exchange for the fee (such as recreation activities or wastewater service fees).



## **ACRONYMS**

<b>ABAG</b>	Association of Bay Area Government
<b>ACFR</b>	Annual Comprehensive Financial Report
<b>CalPERS</b>	California Public Employees' Retirement System
<b>CIP</b>	Capital Improvement Program
<b>COLA</b>	Cost of Living Adjustment
<b>CPI</b>	Consumer Price Index
<b>CSMFO</b>	California Society of Municipal Finance Officers
<b>EAP</b>	Employee Assistance Program
<b>FTE</b>	Full Time Equivalent
<b>GASB</b>	Governmental Accounting Standards Board
<b>GFOA</b>	Government Finance Officers Association
<b>HOPTR</b>	Homeowner's Property Tax Rebates
<b>LAIF</b>	Local Agency Investment Fund
<b>LTD</b>	Long-Term Disability
<b>NPDES</b>	National Pollution Discharge Elimination System
<b>OPEB</b>	Other Post Employment Benefits
<b>PALC</b>	Pinole Assisted Living Community
<b>PERS</b>	Public Employees' Retirement System
<b>PEPRA</b>	Public Employees' Pension Reform Act [of 2013]
<b>POB</b>	Pension Obligation Bond
<b>PPEA</b>	Pinole Police Employees Association
<b>PRA</b>	Pinole Redevelopment Agency

<b>RDA</b>	Redevelopment Agency
<b>SAFER</b>	Staffing for Adequate Fire and Emergency Response
<b>SDI</b>	State Disability Insurance
<b>SRO</b>	School Resource Officer
<b>UBC</b>	Uniform Building Code
<b>VLF</b>	Vehicle License Fee
<b>WBCC</b>	West Bay Communications Center
<b>WCCTAC</b>	West Contra Costa Transportation Advisory Committee
<b>WCCUSD</b>	West Contra Costa Unified School District
<b>WPCP</b>	Wastewater Pollution Control Plant

## **FINANCIAL AND INVESTMENT POLICIES**

The following Financial and Investment Policies are established to ensure that the City's finances are managed in a sound and prudent manner which will (1) continue to provide for the delivery of quality services, (2) maintain and enhance service delivery as the community grows in accordance with the General Plan, (3) strive for a balanced budget annually, assuring that the City is living within our means, and (4) establish reserves necessary to meet known and unknown future obligations.

To achieve these goals, the following Financial and Investment Policies have been established. Below is a summary of the actual policies, which were last updated and approved by the City Council on May 2, 2023. The full policies can be found on the website at [Financial and Investment Policies - Updated March 2023.pdf \(civiclive.com\)](#).

### 1. Structurally Balanced Budget Policy

The annual budget will be structurally balanced whereby the operating budget will be prepared with current year expenditures funded with current year revenue. If a structural imbalance occurs, a plan will be developed and implemented to bring the budget back into structural balance.

### 2. Reserves Policy

The City will establish, dedicate and maintain reserves annually to meet known and estimated future obligations. The City will establish specific reserve accounts which include but are not limited to:

- General Fund Reserves for Economic Uncertainties equivalent to a minimum 10 percent or 180 days cash on hand of General Fund recurring expenditures;
- Reserves for depreciation and replacement of vehicles and major equipment;
- Reserves for maintenance, replacement, and renovations of facilities, parks, landscape maintenance and infrastructure.

If these reserves are used, a plan will be developed and implemented to replenish the funds used.

### 3. Revenue Policy – One Time (Non-Recurring) Resources

The City will strive to maintain a diversified and stable revenue base that is not overly dependent on any land use, major taxpayer, revenue type, restricted revenue, inelastic revenue, or external revenue. The General Fund Budget will be structurally in balance without relying on one-time resources such as proceeds from asset sales, debt refinancing, one-time grants, revenue spikes, budget savings and similar non-recurring revenue. Appropriate uses of one-time resources include establishing and rebuilding the General Fund Reserve, other City established reserves, or early retirement of debt,

capital expenditures, reducing unfunded pension liabilities (PERS and OPEB), and other non-recurring expenditures.

#### 4. Revenue Policy – User Fees and Charges

The City of Pinole is empowered to recapture, through fees, up to the full cost of providing specific services. Regular and consistent review of all fees is necessary to ensure that the costs associated with delivery of individual services have been appropriately identified, and that the City is fully recovering those costs. It is the City's policy to set user fees at full cost recovery levels, except where a greater community benefit is demonstrated to the satisfaction of the City Council, or when it is not cost effective to do so. The City will recover the costs of new facilities and infrastructure necessitated by the development consistent with state law.

#### 5. Expenditure and Budget Policy

The City will deliver service in the most efficient and cost-effective manner. This includes utilizing the services of volunteers in areas where economically viable. The budget will state the objectives of the operating programs, and identify the resources being provided to accomplish the specified objectives.

#### 6. Debt Policy

The City will limit the use of debt so as not to place a burden on the fiscal resources of the City and its taxpayers. Long-term borrowing will be limited to capital improvements or projects that cannot be financed from current revenues. When capital projects are financed, the City will amortize the debt within a period not to exceed the expected useful life of the project. The City will limit the total debt ratio (debt guaranteed by the General Fund) to 10% or as required by bond coverage ratios. The debt ratio is calculated by the relationship between the debt and the General Fund revenue.

#### 7. Receivables Policy

The City will ensure the timely invoicing, monitoring, and collection of outstanding obligations owed to the City. The purpose of the is policy is to maintain appropriate oversight of all receivables and maintain sound fiscal management and accounting practices related to all receivables.

#### 8. Grants Policy

The City departments actively pursue federal, state and other grant opportunities when deemed appropriate. Grant funding allows the City to leverage local public funds by extending and enhancing the services it offers to the community, and to introduce new initiatives.

9. Capital Assets Policy

Purchased and donated assets meeting the City’s capitalization definition and threshold will be classified and recorded in the City’s financial records as capital assets. The value of the asset must meet the City’s capitalization threshold of \$5,000 to be recorded as a capital asset.

10. Unclaimed Funds Policy

The City of Pinole will account for unclaimed funds in a manner which follows Government Code Sections 50050 through 50056. Funds that remain unclaimed for at least three (3) years will become the property of the City of Pinole after the procedures identified herein have been followed.

11. Investment Policy

The purpose of this Investment Policy is to define the parameters within which funds are to be managed. In methods, procedures, and practices, the policy formalizes the framework for the City of Pinole’s investment activities that must be exercised to ensure effective and judicious fiscal and investment management of the City’s funds.

12. Pension Investment Policy

The City of Pinole (the “City”) has established the City of Pinole Employee Benefit Pension Plan (the “Plan”), a Section 115 Trust. The goal of the Plan’s investment program is to provide a reasonable level of growth which will result in sufficient assets to offset a portion of the present and future obligations of retirement benefits provided by the California Public Employees Retirement System (“CalPERS”) for those eligible employees who meet the specified age and service requirements.

The purpose of this Pension Investment Policy is to establish a comprehensive strategy for assets invested under the Plan, and outline prudent and acceptable parameters in which pension funds are to be managed.

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## **EMPLOYEE COMPENSATION AND BENEFITS**

### **Compensation**

Employees are compensated based on job classification, which is a group of positions sufficiently similar with respect to their duties and responsibilities that: (a) the same descriptive title may be used to designate the positions allocated to the class; (b) the scope and level of duties and responsibilities are similar; (c) the same qualifications and tests of fitness may be required of all incumbents; and (d) the same salary rate or range can apply with equity under substantially the same working conditions. Salaries and wages are paid over twenty-six periods each fiscal year. Current salary and benefit schedules are available online at:

[https://www.ci.pinole.ca.us/city\\_government/human\\_resources/salary\\_benefits](https://www.ci.pinole.ca.us/city_government/human_resources/salary_benefits).

Compensation packages include benefits, such as medical plan, dental plan, vision plan, cafeteria plan, life insurance, disability insurance, flexible benefits plan.

There are currently four union-represented groups in the City: Pinole Police Employees Association, International Association of Firefighters Local 1230, Public Employees Union – Local 1, and AFSCME Local 512.

### **Pension Plans**

The City contributes to the California Public Employees' Retirement System ("PERS"), a cost-sharing, multiple-employer, public employee, defined benefit, pension plan. PERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. PERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by state statute and City ordinance. Copies of PERS' annual financial report may be obtained from their executive office: 400 P Street, Sacramento, CA 95814.

*Funding Policy:* Miscellaneous Plan participants are required to contribute 8% of their annual covered salary, while Safety Plan participants are required to contribute 9% of their annual covered salary.

The City entered into cost-sharing agreements with its union-represented and unrepresented employees whereby miscellaneous and safety employees' total CalPERS contribution (combined Employee Contribution and Employees' Share of the City's contribution) are capped at 15% (8% employee portion and 7% employer portion) and 15% (9% employee portion and 6% employer portion) respectively.

The City established the City of Pinole Employee Benefit Pension Plan (the "Plan"), a Section 115 Trust in July of 2018. The goal of the Plan's investment program is to provide a reasonable level of growth which will result in sufficient assets to offset a portion of the present and future obligations of retirement benefits provided by the California Public Employees Retirement System ("CalPERS") for those eligible employees who meet the

specified age and service requirements. Assets in the Plan will seek to mitigate the impact of future rate increases from CalPERS.

**Other Post-Employment Benefits**

In addition to the retirement pension benefits described above, the City sponsors and administers a single-employer healthcare plan for its employees. The plan includes healthcare coverage to long-service retirees. At retirement, employees can elect Blue Shield, Kaiser, PERS Care, or PERS Choice medical coverage through the City at the City’s expense.

Employees hired before July 1, 2010 receive a City contribution toward their health premium equal that provided to current active employees. Employees hired after July 1, 2010 receive a City contribution toward their retiree health premium in an amount described by Government Code Section 22893 (the PERS vesting schedule) as shown below:

Credited Years of Service	Percentage of Employer Contribution
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%
18	90%
19	95%
20 or more	100%

*Funding Policy:* The City’s contribution for each retiree is capped at the Kaiser Bay Area/Sacramento family premium. The premium as of July 1, 2019 is \$2,027.64 per month. The City is currently funding the benefits on a pay-as-you-go basis.

**Risk Management**

The City manages risk of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees, and natural disasters by participating in a public entity risk pool established under the Joint Exercise of Powers Act of the State of California. The City is a member of the Municipal Pooling Authority (MPA) of Northern California.

MPA provides coverage against the following types of risk of loss under the terms of the joint-powers agreement:

Type of Coverage (Deductible)	Coverage Limits
Liability (\$25,000) including errors and omissions for public officials	\$29,000,000
All Risk Fire and Property (\$5,000)	\$1,000,000,000
Workers’ Compensation (no deductible)	\$50,000,000
Vehicle Physical Damage (\$3,000 for Police, \$2,000 all others)	\$250,000



**JURISDICTIONAL COMPARISON**

	<b>City of Pinole</b>	<b>City of Hercules</b>	<b>City of San Pablo</b>	<b>City of El Cerrito</b>
Form of Government	Council-Manager General Law	Council-Manager General Law	Council-Manager General Law	Council-Manager General Law
Year Incorporated	1903	1900	1948	1917
<b>Budget Comparison</b>				
General Fund Revenue	28,111,479	16,916,000	50,128,460	45,677,116
General Fund Expenditures	28,995,141	17,394,447	50,128,458	44,865,113
Total Full Time Equivalents (FTE)	115.61*	59	168	165.2
Sworn Personnel FTE	30**	26**	63**	73
<b>Demographics</b>				
Population	18,244	26,297	31,301	25,484
Annual Percent Change	-1.1	1.4	-1.0	-.9
Median Age	42.8	41.7	33.1	41.8
Population per FTE	158*	446	186	154
Population per Sworn FTE	608	1,011	497	349
Housing Units	7,114	9,340	9,963	11,125
Average Household Size	2.79	2.87	3.34	2.44
Labor Force	9,500	14,100	13,600	13,600
Unemployment Rate	2.7%	3.4%	4.4%	3.2%
Median Household Income	\$104,275	\$114,124	\$67,294	\$116,875
Per Capita Income	\$46,006	\$48,777	\$24,049	\$63,549

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**RESOLUTION NO. 2023-56**

**A RESOLUTION OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, ADOPTING THE FINAL PROPOSED FISCAL YEAR (FY) 2023/24 OPERATING AND CAPITAL BUDGET**

**WHEREAS**, the City Manager has presented a Final Proposed Fiscal Year (FY) 2023/24 Operating and Capital Budget for the City of Pinole; and

**WHEREAS**, the City Council has held a public meeting on the matter of the Final Proposed Fiscal Year (FY) 2023/24 Operating and Capital Budget and has discussed the individual department and fund budgets with City staff members; and

**WHEREAS**, the City Council has solicited public input on the Final Proposed Fiscal Year (FY) 2023/24 Operating and Capital Budget.

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

**Section 1.** The Final Proposed Fiscal Year (FY) 2023/24 Operating and Capital Budget commencing July 1, 2023 and ending June 30, 2024 is hereby approved and adopted.

**Section 2.** That appropriations are established by fund as follows:

100	General Fund	\$23,459,246
105	Measure S - 2006 Fund	2,480,745
106	Measure S - 2014 Fund	8,457,717
160	Equipment Reserve Fund	205,000
200	Gas Tax Fund	1,980,986
201	Restricted Real Estate Maintenance Fund	26,000
203	Public Safety Augmentation Fund	482,009
205	Traffic Safety Fund	56,595
206	Supplemental Law Enforcement Svc Fund	339,864
207	NPDES Storm Water Fund	374,769
209	Recreation Fund	2,135,264
212	Building & Planning Fund	2,151,428
213	Refuse Management Fund	174,358
214	Solid Waste Fund	589,381
215	Measure C and J Fund	1,023,719
225	Asset Seizure-Adjudicated Fund	41,236
276	Growth Impact Fund	1,348,000
285	Housing Assets Fund	339,254
310	Lighting & Landscape District Fund	85,175
317	Pinole Valley Caretaker Fund	15,000
324	Public Facilities Fund	70,000
325	City Street Improvements Fund	2,232,004
377	Arterial Streets Rehabilitation Fund	758,624
500	Sewer Enterprise Fund	24,185,339
505	Cable Access TV Fund	682,056
700	Pension Trust Fund	2,295,480

**TOTAL OPERATIONS BUDGET    \$76,240,427**

**Section 3.** That the appropriations established for FY 2023/24 by fund shall be allocated to individual departments as presented in Exhibit A (Budget Summaries). In addition, the unspent balance of capital projects, grants, and encumbrances authorized in the prior fiscal year are authorized to be carried over to FY 2023/24.

**Section 4.** That the control point for expenditures is herein established at the department level as set forth in Exhibit A (Budget Summaries).

**Section 5.** That authority is granted to each department manager under the direction of the City Manager to allocate appropriations within the department control limits among specific line items in the most cost-effective manner that maintains or enhances the delivery of programs and services to the residents of the City of Pinole.

**Section 6.** That the Finance Director will prepare Quarterly Reports to the City Council reporting the budget performance to the control limits herein established.

**Section 7.** Estimated revenues and transfers anticipated to fund appropriations for expenditures for the FY 2023/24 Fiscal Year are presented in Exhibit A (Budget Summaries). Any changes to the established control limits will be subject to approval by resolution of the City Council.

**Section 8.** All positions listed in the "Budgeted Positions (FTE)" (Exhibit B) are hereby authorized positions.

**PASSED AND ADOPTED** this 20<sup>th</sup> day June 2023, by the following vote:

AYES:            COUNCILMEMBERS: **Martínez-Rubin, Murphy, Sasai, Tave, Toms**  
 NOES:            COUNCILMEMBERS: **None**  
 ABSENT:        COUNCILMEMBERS: **None**  
 ABSTAIN:       COUNCILMEMBERS: **None**

I hereby certify that the foregoing resolution was introduced, passed and adopted on this 20<sup>th</sup> day of June, 2023.



**DATE: JUNE 20, 2023**

**TO: MAYOR AND COUNCIL MEMBERS**

**FROM: MARKISHA GUILLORY, FINANCE DIRECTOR**

**SUBJECT: ADOPT A RESOLUTION ESTABLISHING THE FISCAL YEAR (FY)  
2023/24 APPROPRIATIONS LIMIT**

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### **RECOMMENDATION**

Adopt a resolution establishing the Fiscal Year (FY) 2023/24 Appropriations Limit.

### **BACKGROUND**

On November 6, 1979, California voters passed Proposition 4 (the "Gann Limit" Spending Initiative), which added Article XIII B to the California Constitution. The purpose of this law is to establish a limit on expenditure appropriations from tax sources that State and local governments are permitted to make in any given year.

Pursuant to Article XIII B, the City is required to establish an annual Appropriations Limit. The appropriations subject to limitation are based on the 1978-79 appropriations adjusted for changes in the cost of living and population.

California Government Code Section 7910 requires each local government to establish its appropriations limit by resolution for each fiscal year. Adoption of the attached resolution will approve the City of Pinole's FY 2023/24 Appropriations Limit at \$164,034,697.

### **REVIEW AND ANALYSIS**

The factors used to compute the annual appropriations limit are: (1) either the percentage change in California per capita personal income or the percentage change in the local property tax assessment roll from the preceding year due to the addition of local nonresidential construction in the City, and (2) either the City's own population growth or the population growth of the entire County.

Each year, the State of California Department of Finance provides data on the percentage change in California per capita personal income and the population growth of all cities and counties (attached).

In 1991, the California State Board of Equalization asked all County Assessors to compute the annual change in nonresidential new construction. For Contra Costa County, the Auditor-Controller's Office provides cities with these figures (attached).

For FY 2023/24, the respective State and County offices have provided the City with the following factors to be used in the Appropriations Limit computation:

- Change in California Per Capita Personal Income      4.44% increase
- Change in Nonresidential New Construction              1.08% increase
- Population Change City of Pinole                              1.07% decrease
- Population Change Contra Costa County                    0.36% decrease

Staff recommends that the change in California per capita personal income and change in Contra Costa County population be used to compute the City's Appropriations Limit. The FY 2023/24 calculation is:

Per capita personal income converted to ratio:               $\frac{4.44 + 100}{100} = 1.0444$

Population change converted to a ratio:                       $\frac{-0.36 + 100}{100} = 0.9964$

Calculation of factor:     $1.0444 \times 0.9964 = 1.0406$

City of Pinole FY 2022/23

Appropriations Limit:    \$157,628,644

FY 2023/24 factor:    x 1.0406

FY 2023/24 Appropriations Limit:                              \$164,034,697

City of Pinole FY 2023/24 Appropriations

Subject to the Limit:    \$25,449,401

Total Appropriations Under the Limit:                      \$138,585,296

City staff discovered that the resolution (Resolution No. 2022-49) authorizing the Appropriations Limit for the prior year (FY 2022/23) included an incorrect amount of \$158,628,644 and it should have been \$157,628,644, as shown above. The resolution

(attached) authorizing the Appropriations Limit for FY 2023/24 also includes the corrected limit for FY 2022/23.

The Appropriations Limit applies to most tax revenues including property tax, sales tax, utility users' tax, business license tax, transient occupancy tax, and vehicle in-lieu fee. It does not apply to revenues such as fees that recover operating costs.

For FY 2023/24, the City's annual Appropriations Limit is calculated at \$164,034,697 as shown above. By law, the City's allocation of certain types of tax revenue is not allowed to exceed this authorized spending limit. Many of the City's revenues are not subject to the Appropriations Limit. The City of Pinole and the Successor Agency to the Pinole Redevelopment Agency tax revenues subject to the Appropriations Limit will be approximately \$25,449,401. So, the City's estimated appropriations in FY 2023/24 that are subject to the Appropriations Limit are far below the limit itself.

### **FISCAL IMPACT**

There is no fiscal impact created by the City Council's adoption of this resolution to authorize the City's Appropriations Limit for FY 2023/24.

### **ATTACHMENTS**

A – Resolution Adopting FY 2023/24 Appropriations Limit

B – State of California Department of Finance Price Factor and Population Information

C – HdL Coren & Cone Nonresidential New Construction, Pinole

**RESOLUTION NO. 2023-55**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINOLE, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, APPROVING THE CITY OF PINOLE'S APPROPRIATIONS LIMIT FOR FISCAL YEAR 2023/24**

**WHEREAS**, Article XIII B of the Constitution of the State of California requires an Appropriations Limit for governmental agencies to be established annually; and

**WHEREAS**, the appropriation subject to limitation for each fiscal year shall be based on the 1978-79 appropriation adjusted for changes in the per capita cost of living and population; and

**WHEREAS**, the implementation of Article XIII B requires the taxing agency to determine the Appropriations Limit according to the State of California; and

**WHEREAS**, the City of Pinole calculated its Fiscal Year 2023/24 Appropriations Limit based on the percent of change in the population of the Contra Costa County, January 1, 2022 to January 1, 2023, and the change in the State of California's per capita personal income; and

**WHEREAS**, City staff discovered that the resolution (Resolution No. 2022-49) authorizing the Appropriations Limit for the prior year (Fiscal Year 2022/23) had an incorrect amount of \$158,628,644 and it should have been \$157,628,644.

**NOW THEREFORE, BE IT RESOLVED** that the Pinole City Council does hereby resolve:

1. That the growth factor has been calculated as follows:  
 $1.0444 \times 0.9964 = 1.0406$
2. That said growth factor, 1.0406, shall be used to adjust the FY 2023/24 Appropriations Limit.
3. That the Appropriations Limit for 2023/24 fiscal year is hereby established as \$164,034,697.
4. That the Appropriations Limit for 2022/23 fiscal year is hereby established as \$157,628,644.

**FURTHER, BE IT RESOLVED** that the City of Pinole tax allocations for FY 2023/24 will be approximately \$25,449,401, which is below the authorized spending limit of \$164,034,697.



**PASSED AND ADOPTED** at a regular meeting of the Pinole City Council held on the 20<sup>th</sup> day of June 2023 by the following vote:

AYES:	COUNCILMEMBERS: <b>Martínez-Rubin, Murphy, Sasai, Tave, Toms</b>
NOES:	COUNCILMEMBERS: <b>None</b>
ABSENT:	COUNCILMEMBERS: <b>None</b>
ABSTAIN:	COUNCILMEMBERS: <b>None</b>

I hereby certify that the foregoing resolution was introduced, passed and adopted on this 20<sup>th</sup> day of **June, 2023**.



---

Heather Bell, CMC  
City Clerk





City of Pinole  
2131 Pear Street  
Pinole, CA 94564