



# CLOVERDALE

**FINAL BUDGET**

**FISCAL YEAR 2016-2017**

**June 28, 2016**

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**CITY OF CLOVERDALE  
FINAL BUDGET  
FISCAL YEAR 2016 - 2017  
STAFFING ALLOCATIONS**

<u>Job Title</u>	Number of Employees	100 General	205 Inclusionary Housing	210 Gas Tax	231 - 237 Landscape & Lighting	600 Water	630 Sewer	670 Airport
<b>CITY COUNCIL</b>								
Council Members	5	45%	10%			25%	20%	
Total	-							
<b>CITY ADMINISTRATION</b>								
City Manager	1	40%	10%		5%	25%	20%	
Assistant City Manager/Comm Dev Director	0.5	65%	15%			10%	10%	
Deputy City Clerk/HR Technician	1	100%						
Total	2.5							
<b>FINANCE</b>								
Finance Manager	1	30%				40%	30%	
Accountant/Analyst	1	20%			5%	40%	30%	5%
Accounting Technician	1	10%				50%	40%	
Accounting Assistant II	0.75	22.5%				37.5%	15%	
Office Specialist	1	20%				40%	40%	
Total	4.75							
<b>POLICE</b>								
Police Chief	1	100%						
Police Sergeant	2	100%						
Police Officer	10	100%						
Police Officer (Reserve)	1.25	100%						
Police Tech Services Manager	1	100%						
Police Dispatcher	5	100%						
Community Services Officer	1	100%						
Total	21.25							
<b>SEASONAL PUBLIC SAFETY</b>								
Crossing Guard	0.59	59%						
Total	0.59							

**CITY OF CLOVERDALE  
FINAL BUDGET  
FISCAL YEAR 2016 - 2017  
STAFFING ALLOCATIONS**

<u>Job Title</u>	Number of Employees	100 General	205 Inclusionary Housing	210 Gas Tax	231 - 237 Landscape & Lighting	600 Water	630 Sewer	670 Airport
<b>COMMUNITY DEVELOPMENT</b>								
Assistant City Manager/Comm Dev Director	0.5	(see above)						
Associate Planner	1	70%	15%			10%	5%	
Total	1.5							
<b>ENGINEERING</b>								
City Engineer/Public Works Director	0.5	5%		10%	5%	45%	35%	
Engineering Technician	1	30%				35%	35%	
Total	1.5							
<b>PUBLIC WORKS</b>								
City Engineer/Public Works Director	0.5	(see above)						
PW Utility Worker II	1	5%		10%		50%	35%	
PW Utility Worker II	1			8.55%	6.45%	50%	30%	5%
PW Utility Worker I	1	4.55%		9%	6.45%	45%	35%	
Park & Landscape Maintenance Lead	1	39.9%		21%	39.1%			
Park & Landscape Maintenance Asst	1	50.0%		18%	26.8%	5%		
Total	5.5							
<b>SEWER TREATMENT</b>								
Waste Water Plant Senior Operator	1						100%	
Waste Water Operator I	1						100%	
Total	2							
<b>WATER TREATMENT</b>								
Senior Water Treatment Plant Operator	1					100%		
Water Treatment Operator II	1					100%		
Water Meter Reader	1					90%	10%	
Total	3							
<b>TOTAL APPROVED POSITIONS</b>	<b>42.59</b>							

**CITY OF CLOVERDALE**

Final Budget  
Fiscal Year 2016-2017

**SUMMARY OF TRANSFERS BETWEEN FUNDS**

Fund	From	Amount	Fund	To	Amount	Purpose
100	General Fund	83,020	210	Gas Tax	83,020	Street Maintenance Costs
100	General Fund	61,701	700	RDA Successor Agency	61,701	2011 Operating Loan Claw Back
200	Retirement	663,762	100	General Fund	663,762	PERS Costs
200	Retirement	9,368	205	Inclusionary Housing	9,368	PERS Costs
200	Retirement	15,758	210	Gas Tax	15,758	PERS Costs
200	Retirement	1,632	231	Jefferson Springs	1,632	PERS Costs
200	Retirement	5,155	232	Vintage Meadows	5,155	PERS Costs
200	Retirement	8,222	233	The Cottages	8,222	PERS Costs
200	Retirement	1,272	234	Vineyards Cloverdale	1,272	PERS Costs
200	Retirement	470	235	Ioli Ranch	470	PERS Costs
200	Retirement	851	236	Brookside Terrace	851	PERS Costs
200	Retirement	2,002	237	Sunrise Hills	2,002	PERS Costs
200	Retirement	132,722	600	Water Enterprise	132,722	PERS Costs
200	Retirement	102,068	630	Sewer Enterprise	102,068	PERS Costs
200	Retirement	1,856	670	Airport	1,856	PERS Costs
231	Jefferson Springs	210	100	General Fund	210	Overhead & Admin
232	Vintage Meadows	933	100	General Fund	933	Overhead & Admin
233	The Cottages	1,231	100	General Fund	1,231	Overhead & Admin
234	Vineyards @ Cloverdale	159	100	General Fund	159	Overhead & Admin
235	Ioli Ranch	77	100	General Fund	77	Overhead & Admin
236	Brookside Terrace	122	100	General Fund	122	Overhead & Admin
237	Sunrise Hills	268	100	General Fund	268	Overhead & Admin
600	Water Enterprise	432,456	100	General Fund	432,456	Overhead & Admin
630	Sewer Enterprise	270,852	100	General Fund	270,852	Overhead & Admin
670	Airport	19,154	100	General Fund	19,154	Overhead & Admin
700	Successor Agency	89,991	100	General Fund	89,991	Restated 2011 Loan Agreement
<b>Totals</b>		<b>\$1,905,312</b>			<b>\$1,905,312</b>	

**CITY OF CLOVERDALE**

Final Budget  
Fiscal Year 2016-2017

**SUMMARY OF FUND BALANCES**

Fund #	Fund Name	Estimated Fund Balance 7/1/2016	2016-2017							Est Ending Fund Balance 6/30/2017
			Operating Revenue	Transfers In	Operating Expenses	Transfers Out	Debt Service Principal	Debt Service Reserves	Gain (Loss)	
100	General	\$1,127,763	\$4,667,705	\$1,479,215	\$6,002,261	\$144,721			(\$62)	\$1,127,701
200	Retirement Fund	515,209	930,730			945,137			(14,407)	500,802
205	Inclusionary Housing	628,524	1,100	9,368	80,884				(70,416)	558,108
210	Gas Tax	0	230,186	98,778	328,964	0			0	0
212	Measure M Sales Tax	61,151	70,000		0				70,000	131,151
224	CDBG	0	168,353		168,353	0			0	0
225	Clover Springs Endowment	256,746							0	256,746
231	Jefferson Springs	27,096	9,595	1,632	15,460	210			(4,444)	22,652
232	Vintage Meadows	16,443	56,239	5,155	63,063	933			(2,603)	13,840
233	The Cottages	16,137	78,117	8,222	86,278	1,231			(1,170)	14,967
234	Vineyards	14,395	7,886	1,272	11,789	159			(2,790)	11,605
235	Ioli Ranch	(1,128)	5,028	470	4,774	77			648	(481)
236	Brookside Terrace	1,792	8,312	851	8,694	122			347	2,139
237	Sunrise Hills	2,984	21,049	2,002	20,776	268			2,007	4,991
270	Non Housing Bond Proceeds	3,846,622							0	3,846,622
275	Housing Bond Proceeds	1,925,636							0	1,925,636
500	Admin Impact Fees	15,400							0	15,400
502	Thoroughfare Impact Fees	308,780							0	308,780
504	Storm Drain Impact Fees	49,943							0	49,943
506	Quimby Act Impact Fees	199,191							0	199,191
508	Parks & Rec Impact Fees	12,967							0	12,967
510	Public Safety Impact Fees	458,400							0	458,400
512	Civic Center Impact Fees	107,990							0	107,990
514	Corp Yard Impact Fees	469,380							0	469,380
515	Public Facilities Impact Fee	127,900							0	127,900
600	Water Operations	(133,172)	2,852,040	132,722	1,850,203	432,456	324,790	40,550	377,313	244,142
620	Water Impact Fees	481,515							0	481,515
630	Sewer Operations	2,204,288	1,914,400	102,068	1,913,891	270,852	81,973		(250,247)	1,954,041
650	Sewer Impact Fees	160,897							0	160,897
670	Airport Fund	(99,456)	312,190	1,856	314,173	19,154	7,206		(26,487)	(125,944)
700	RDA Successor Agency	0	2,087,708	61,701	1,293,418	89,991	766,000		0	0
	<b>Totals</b>	<b>\$12,551,994</b>	<b>\$13,420,639</b>	<b>\$1,905,312</b>	<b>\$12,162,981</b>	<b>\$1,905,312</b>	<b>\$1,179,969</b>	<b>\$40,550</b>	<b>\$77,689</b>	<b>\$12,629,682</b>

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

<b><u>Financing Sources</u></b>		<b>2015-2016</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
<b><u>General Taxes</u></b>		<b><u>Budget</u></b>	<b><u>Actual</u></b>	<b><u>Request</u></b>	<b><u>Adopted</u></b>
			<b><u>6/30/2016</u></b>		<b><u>Budget</u></b>
31110-000	Property Tax Secured	\$1,119,990	\$1,130,173	\$1,175,380	\$1,175,380
31120-000	Property Tax Unsecured	67,141	67,691	70,399	70,399
31130-000	Property Tax HOPTR	15,544	14,786	15,377	15,377
31132-000	Property Tax In Lieu VLF	608,927	615,239	639,849	649,282
31133-000	Property Tax In Lieu Sales Tax	146,455	149,852	0	0
31139-000	RPTTF Residual	50,000	130,879	99,600	99,600
31140-000	Documentary Transfer Tax	40,000	47,950	40,000	40,000
31310-000	Sales & Use Tax	712,790	606,839	747,160	746,562
31320-000	Sales & Use Tax Prop 172	75,000	68,837	65,000	70,000
31610-000	Utility Users Tax	375,000	390,180	400,000	400,000
31650-000	Franchise Fee-Electric	48,700	59,612	48,800	55,000
31655-000	Franchise Fee-Refuse	170,000	169,800	170,000	170,000
31665-000	Franchise Fee-Cable	97,500	102,412	102,560	102,560
31670-000	Transient Occupancy Tax	180,000	206,333	260,000	220,000
31680-000	Business License Tax	62,000	65,000	65,000	65,000
31680-040	Business License Tax State Fee	500	0	125	125
31685-000	Business License Tax Penalty	4,500	4,500	4,500	4,500
<b>Total General Taxes</b>		<b>\$3,774,047</b>	<b>\$3,830,084</b>	<b>\$3,903,750</b>	<b>\$3,883,785</b>
<b><u>Licenses &amp; Permits</u></b>					
32210-000	Encroachment Permits	\$5,000	\$8,400	\$7,500	\$7,500
32212-000	Building Permits	55,000	145,000	125,000	125,000
32214-000	Sign Permits	1,000	2,782	2,500	2,500
32310-000	Animal Licenses	35,000	1,507	0	0
32311-000	Animal License Penalties	2,000	1,500	0	0
<b>Total Licenses &amp; Permits</b>		<b>\$98,000</b>	<b>\$159,189</b>	<b>\$135,000</b>	<b>\$135,000</b>
<b><u>Intergovernmental Revenues</u></b>					
33110-000	Grants-Rubber Mulch	\$26,000	\$26,000	\$26,000	\$26,000
33110-000	Grants-BPV	3,500	4,079	4,000	4,000
33110-028	COPS Grant	100,000	103,946	100,000	100,000
33210-000	Post Reimbursements	10,000	7,628	10,000	10,000
33240-000	Abandoned Vehicle Abatement Reimbrsmnt	1,400	700	700	700
33260-000	CA Beverage Container Recycle	5,000	5,000	5,000	5,000
33310-000	Motor Vehicle In Lieu	3,700	3,514	3,500	3,500
<b>Total Intergovernmental Revenue</b>		<b>\$149,600</b>	<b>\$150,867</b>	<b>\$149,200</b>	<b>\$149,200</b>

**CITY OF CLOVERDALE**  
**Final Budget**  
**Fiscal Year 2016-2017**

**Fund 100-General Fund**

		<b>Budget</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
		<b>2015-2016</b>	<b>Actual</b>	<b>Request</b>	<b>Adopted</b>
<b><u>Charges for Services</u></b>			<b>6/30/2016</b>		<b>Budget</b>
34130-000	Subdivision Map	\$0	\$3,000	\$0	\$0
34131-000	Conditional Use Permit	9,500	7,724	10,000	10,000
34132-000	Zoning Amendment	0	5,175	0	0
34135-000	Lot Line Adjustment	0	250	0	0
34138-000	Design Review	12,000	12,000	12,000	12,000
34139-000	Environmental Processing	2,800	2,800	2,800	2,800
34141-000	Improvement Plan Check	2,300	3,447	2,500	2,500
34143-000	Inspection Engineering	10,000	33,500	36,000	36,000
34144-000	Plan Check Building	22,500	145,500	91,000	91,000
34147-000	Appeal Fees	0	840	0	0
34231-000	Police Services	15,200	10,605	15,000	15,000
34740-000	Park Fees	4,000	5,000	3,000	5,000
34741-000	League Fees	2,000	2,000	2,000	2,000
34745-000	Cemetery Fees	820	410	820	820
<b>Total Charges for Services</b>		<b>\$81,120</b>	<b>\$232,251</b>	<b>\$175,120</b>	<b>\$177,120</b>
<b><u>Fines &amp; Special Assessments</u></b>					
35110-000	Vehicle Code/Fines	\$36,000	\$32,119	\$25,000	\$25,000
<b>Total Fines &amp; Special Assessments</b>		<b>\$36,000</b>	<b>\$32,119</b>	<b>\$25,000</b>	<b>\$25,000</b>
<b><u>Miscellaneous Revenue</u></b>					
36110-000	Interest Income	\$1,600	\$2,869	\$2,000	\$3,000
36210-000	Rents & Royalties	31,000	14,628	15,000	15,000
36410-615	YMCA Swim Program	10,000	10,000	10,000	10,000
36605-000	Distress/Forclosed Property Reg	600	1,157	1,500	1,500
36610-000	Miscellaneous	11,000	1,692	1,700	3,100
36620-000	Refunds & Reimbursements	60,000	60,000	60,000	60,000
36620-100	School District	19,500	21,482	22,000	22,000
36620-102	Fuel Ambulance District	10,000	7,145	7,000	7,000
36620-103	Sonoma County Regional Parks	35,000	30,500	31,000	31,000
36620-104	Retiree/COBRA Insurance	90,800	92,143	95,000	95,000
36620-800	Other Reimbursements	0	260,000	50,000	50,000
39210-000	Sale of Assets	0	400	0	0
<b>Total Miscellaneous Revenue</b>		<b>\$269,500</b>	<b>\$502,016</b>	<b>\$295,200</b>	<b>\$297,600</b>
<b>Total General Fund Revenue</b>		<b>\$4,408,267</b>	<b>\$4,906,525</b>	<b>\$4,683,270</b>	<b>\$4,667,705</b>

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

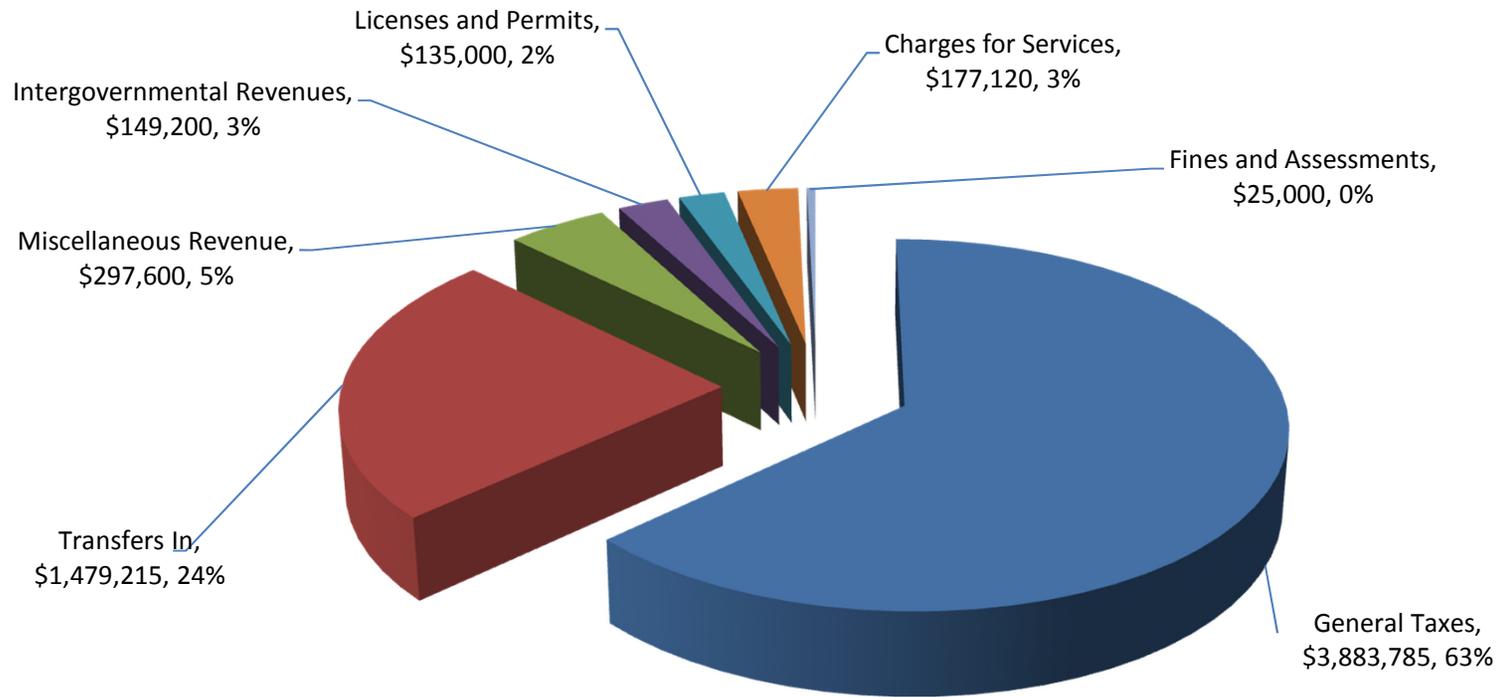
**Fund 100-General Fund**

**Other Financing Sources**

	<b><u>Budget 2015-2016</u></b>	<b><u>Projected Actual 6/30/2016</u></b>	<b><u>Dept Request</u></b>	<b><u>2016-2017 Adopted Budget</u></b>
39999-000 Operating Transfers In	\$1,398,536	\$1,504,429	\$1,491,250	\$1,479,215
<b>Total Other Financing Sources</b>	<b>\$1,398,536</b>	<b>\$1,504,429</b>	<b>\$1,491,250</b>	<b>\$1,479,215</b>

	<b><u>Budget 2015-2016</u></b>	<b><u>Projected Actual 6/30/2015</u></b>	<b><u>Dept Request</u></b>	<b><u>2016-2017 Adopted Budget</u></b>
<b>General Fund Revenues</b>	\$4,408,267	\$4,906,525	\$4,683,270	\$4,667,705
<b>General Fund Transfers In</b>	1,398,536	1,504,429	1,491,250	1,479,215
<b>Revenues &amp; Transfers In</b>	<b>\$5,806,803</b>	<b>\$6,410,954</b>	<b>\$6,174,520</b>	<b>\$6,146,920</b>

### General Fund Revenues





**FINAL BUDGET FY 2016-2017**

**CITY COUNCIL (100-101)**

**GOALS & OBJECTIVES:** The City Council is the legislative branch of municipal government. It provides the policy direction of the City. This includes establishing and revising City codes; setting short- and long-term goals and objectives for the City; and monitoring the administrative/executive branch by hiring and overseeing the performance of the City Manager.

**ALLOCATED POSITIONS:**

Council Members (5 @ 45% each)

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42150-000 - Misc Contract Services: Performing Arts Center \$7,425, Interpretation service \$300. Total \$7,725.

42325-000 - Printing and Binding: Business cards and plaques \$50

42333-000 - Citywide Dues: LAFCO \$3,500, ABAG \$2,300, League of CA Cities \$5,000. Total \$10,800.

42335-000 - Training Conferences, Tuition: League of CA Cities, Economic Development, Other. Total \$750.

42340-000 - Conference, Travel expenses, Meals: Mayor-Councilmember dinners, Lodging and mileage. Total \$2,700.

42345-000 - Promotions: Student Liaison \$500, Sponsor Mayor-Councilmember dinner \$875. Total \$1,375.

43110-000 - Office Supplies: Miscellaneous office supplies \$300

43115-000 - Operating Supplies: Audio/Video Improvement \$1,000.

**CITY OF CLOVERDALE**  
**Final Budget**  
**Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 101-City Council**

**Financing Uses**

	<b>Budget</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
	<b><u>2015-2016</u></b>	<b><u>Actual</u></b>	<b><u>Request</u></b>	<b><u>Adopted</u></b>
		<b><u>6/30/2016</u></b>		<b><u>Budget</u></b>
<b><u>Salaries and Employee Benefits</u></b>				
41110-000 Regular Employees	\$8,100	\$7,561	\$8,100	\$11,543
41210-000 Insurance Benefits	26,107	23,317	30,794	30,794
41220-000 Social Security	619	604	619	883
41235-000 Unemployment	0	58	619	0
	<hr/>			
<b>Total Salaries and Benefits</b>	<b>\$34,826</b>	<b>\$31,539</b>	<b>\$40,132</b>	<b>\$43,220</b>
	<hr/>			
<b><u>Services and Supplies</u></b>				
42150-000 Misc Contract Services	\$8,225	\$8,265	\$7,725	\$7,725
42325-000 Printing & Binding	0	45	50	50
42333-000 City Wide Dues	10,500	10,500	10,800	10,800
42335-000 Training, Conferences, Tuition	750	545	750	750
42340-000 Travel Expense, Meals	2,600	2,828	2,700	2,700
42345-000 Promotions	1,375	500	1,375	1,375
43110-000 Office Supplies	300	196	300	300
43115-000 Operating Supplies	0	0	1,000	1,000
	<hr/>			
<b>Total Services and Supplies</b>	<b>\$23,750</b>	<b>\$22,879</b>	<b>\$24,700</b>	<b>\$24,700</b>
	<hr/>			
<b>Total Appropriations</b>	<b>\$58,576</b>	<b>\$54,419</b>	<b>\$64,832</b>	<b>\$67,920</b>
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**FINAL BUDGET FY 2016-2017**

**CITY MANAGER (100-102)**

**GOALS & OBJECTIVES:** The City Manager is the Chief Executive Officer and head of the administrative branch of the City. As the CEO of the municipal government, the City Manager directs operations of each City Department, including administration, community development, finance, risk management, human resources, police, engineering, and public works; analyzes and makes policy recommendations to Council; and implements Council’s policy direction. The City Manager also serves as the Executive Director of the Redevelopment Agency within the City of Cloverdale. This department includes expenses related to the service of the City Manager, the City Attorney, and enforcement of the City’s Municipal Code.

**ALLOCATED POSITIONS:**

City Manager	.35
Assistant City Manager/Community Development Director	.30
<b>Total FTEs</b>	<b>.65</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42110-000 - Legal Services: City attorney services \$300,000.

42150-000 - Misc Contract Services: Spanish speaking community outreach \$1,000.

42330-000 - Membership Dues: International City Management Association (ICMA) \$2,160, League of CA Cities \$350, Cloverdale Rotary \$255. Total \$2,765.

42335-000 - Training, Conferences, Tuition: City Manager Spanish speaking lessons \$720, Annual City Manager conference \$500, Assistant City Manager conference \$1,000. Total \$2,220.

42340-000 - Travel Expense, Meals: Mayor-Councilmember dinners \$300, Mileage, tolls, meals, lodging \$2,250, lunch meetings \$200. Total \$2,750.

43140-000 - Utilities: Cell phone reimbursement \$1,440.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 102-City Manager**

**Financing Uses**

		<b>Budget</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
		<b><u>2015-2016</u></b>	<b><u>6/30/2016</u></b>	<b><u>Request</u></b>	<b><u>Adopted</u></b>
					<b><u>Budget</u></b>
<b><u>Salaries and Employee Benefits</u></b>					
41110-000	Regular Employees	\$84,750	\$55,001	\$89,168	\$89,168
41145-000	Benefit Buyouts	0	4,570	1,500	1,500
41210-000	Insurance Benefits	11,578	9,263	15,400	15,400
41220-000	Social Security	1,229	863	1,293	1,293
41230-000	Retirement	20,601	13,020	23,420	23,420
41240-000	Workers Compensation	2,940	2,868	5,095	5,095
41250-000	Other Employee Benefits	0	0	0	0
<b>Total Salaries and Benefits</b>		<b>\$121,098</b>	<b>\$85,585</b>	<b>\$135,876</b>	<b>\$135,876</b>
<b><u>Services and Supplies</u></b>					
42110-000	Legal Services & Code Enforcement	\$250,000	\$290,481	\$300,000	\$300,000
42135-000	Other Professional Services	0	9,100	0	0
42150-000	Miscellaneous Contract Services	11,000	11,000	1,000	1,000
42330-000	Membership Dues	2,765	1,410	2,765	2,765
42335-000	Training, Conferences, Tuition	2,220	525	2,200	2,200
42340-000	Travel Expense, Meals	2,750	2,248	2,750	2,750
43115-000	Operating Supplies	0	1,000	0	0
43140-000	Utilities	750	750	1,440	1,440
<b>Total Services and Supplies</b>		<b>\$269,485</b>	<b>\$316,514</b>	<b>\$310,155</b>	<b>\$310,155</b>
<b>Total Appropriations</b>		<b>\$390,583</b>	<b>\$402,099</b>	<b>\$446,031</b>	<b>\$446,031</b>



**FINAL BUDGET FY 2016-2017**

**CITY CLERK (100-103)**

**GOALS & OBJECTIVES:** The City Clerk’s office maintains the City’s records and prepares official City documents including agendas, minutes, ordinances and resolutions.

**ALLOCATED POSITIONS:**

City Manager	.05
Deputy City Clerk/HR Technician	<u>.50</u>
<b>Total FTEs</b>	<b>.55</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42150-000 - Misc Contract Services: Municipal Code updates \$5,000, Temporary City Clerk assistance \$35,000. Total \$40,000.

42325-000 - Printing & Binding: Business cards, plaques, nameplates \$100.

42335-000 - Training, Conferences, Tuition: Annual City Clerk’s Institute \$500.

42340-000 - Travel Expense, Meals: \$700.

43115-000 - Operating Supplies: Software, miscellaneous \$400.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 103-City Clerk**

**Financing Uses**

		<b>Budget 2015-2016</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
<b><u>Salaries and Employee Benefits</u></b>					
41110-000	Regular Employees	\$38,314	\$31,433	\$44,949	\$44,949
41140-000	Overtime Wages	0	1,533	2,000	2,000
41145-000	Benefit Buyouts	0	278	0	0
41210-000	Insurance Benefits	13,668	7,736	14,719	14,719
41220-000	Social Security	556	479	681	681
41230-000	Retirement	9,171	4,303	4,372	4,372
41240-000	Workers Compensation	1,329	1,297	2,360	2,360
41250-000	Other Employee Benefits	0	0	0	0
<b>Total Salaries and Benefits</b>		<b>\$63,038</b>	<b>\$47,059</b>	<b>\$69,081</b>	<b>\$69,081</b>
<b><u>Services and Supplies</u></b>					
42150-000	Misc Contract Services	\$5,000	\$41,962	\$40,000	\$40,000
42160-000	Other Government Services	100	0	0	0
42325-000	Printing & Binding	0	80	100	100
42335-000	Training, Conferences, Tuition	0	0	500	500
42340-000	Travel Expense, Meals	0	0	700	700
43115-000	Operating Supplies	50	400	400	400
<b>Total Services and Supplies</b>		<b>\$5,150</b>	<b>\$42,441</b>	<b>\$41,700</b>	<b>\$41,700</b>
<b>Total Appropriations</b>		<b>\$68,188</b>	<b>\$89,500</b>	<b>\$110,781</b>	<b>\$110,781</b>



**FINAL BUDGET FY 2016-2017**

**COMMUNITY SUPPORT (100-104)**

**GOALS & OBJECTIVES:** This department provides support to outside agencies, primarily the Chamber of Commerce and swimming pool.

**ALLOCATED POSITIONS:**

None

42135-000 - Other Professional Services: Cloverdale Chamber of Commerce \$18,000, Sonoma County Visitors Guide \$350, Community Access TV \$3,000.  
Total \$21,350.

42150-000 - Miscellaneous Contract Services: YMCA Pool Program \$10,000, (offset by contribution from M. Sink foundation).

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 104-Community Support**

**Financing Uses**

**Services and Supplies**

	<b>Budget <u>2015-2016</u></b>	<b>Projected Actual <u>6/30/2016</u></b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
42135-000 Other Professional Services	\$18,350	\$18,350	\$18,350	\$21,350
42150-000 Misc Contract Services	10,000	9,131	10,000	10,000
42315-000 Advertising	0	123	0	0
<b>Total Services and Supplies</b>	<b>\$28,350</b>	<b>\$27,604</b>	<b>\$28,350</b>	<b>\$31,350</b>
<b>Total Appropriations</b>	<b>\$28,350</b>	<b>\$27,604</b>	<b>\$28,350</b>	<b>\$31,350</b>



**FINAL BUDGET FY 2016-2017**

**HUMAN RESOURCES (100-105)**

**GOALS & OBJECTIVES:** The Human Resources department is responsible for recruitment of employees and management of employee salaries and benefits. Post-Employment Benefit costs are carried in this department.

**ALLOCATED POSITIONS:**

Deputy City Clerk/HR Technician	<u>.50</u>
<b>Total FTE's</b>	<b>.50</b>

Plus:	
Retirees (Insurance Only)	16

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42150-000 - Miscellaneous Contract Services: Labor specialist \$15,000.

42150-104 - Retiree/Cobra Insurance: Retiree Health, Dental, Vision Insurance \$164,743. (Offset by Reimbursement Revenue)

42155-000 - Hiring Expenses: Recruitments \$6,000, Medical exams \$3,000, Background checks \$1,000. Total \$10,000.

42315-000 - Advertising: \$100.

42325-000 - Printing & Binding: Business cards, plaques, nameplates \$100.

42340-000 - Travel Expense Meals: \$400.

43115-000 - Operating Supplies: Miscellaneous \$100.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 105-Human Resources**

**Financing Uses**

**Salaries and Employee Benefits**

	<b>Budget 2015-2016</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
41110-000 Regular Employees	\$31,564	\$28,603	\$37,716	\$37,716
41140-000 Overtime	0	1,017	650	650
41210-000 Insurance Benefits	0	7,151	13,352	13,352
41220-000 Social Security	458	426	556	556
41230-000 Retirement	7,555	1,994	2,472	2,472
41240-000 Workers Compensation	1,095	1,068	1,980	1,980
<b>Total Salaries and Benefits</b>	<b>\$40,672</b>	<b>\$40,260</b>	<b>\$56,726</b>	<b>\$56,726</b>

**Services and Supplies**

42150-000 Miscellaneous Contract Services	\$0	\$11,000	\$15,000	\$15,000
42150-104 Retiree/COBRA Insurance	186,127	141,528	164,743	164,743
42155-000 Hiring Expenses	10,000	30,000	10,000	10,000
42315-000 Advertising	0	61	100	100
42325-000 Printing & Binding	0	85	100	100
42340-000 Travel Expense, Meals	0	0	400	400
43115-000 Operating Supplies	0	110	100	100
43120-000 Small Tools & Equipment	0	1,000	0	0
<b>Total Services and Supplies</b>	<b>\$196,127</b>	<b>\$183,784</b>	<b>\$190,443</b>	<b>\$190,443</b>
<b>Total Appropriations</b>	<b>\$236,799</b>	<b>\$224,044</b>	<b>\$247,169</b>	<b>\$247,169</b>



**FINAL BUDGET FY 2016-2017**

**RISK MANAGEMENT (100-106)**

**GOALS & OBJECTIVES:** Funding for all City insurance.

**ALLOCATED POSITIONS:**

None

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42310-000 - Insurance: Annual Liability \$95,580, Property Damage \$17,600, Auto \$7,200, Boiler & Machinery \$1,720, Earthquake \$33,710, Annual self-insure assessment \$5,325, Safety program \$8,000, Cyber coverage \$2,000, Administration fees and Deductibles \$20,000. Total \$191,135.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 106-Risk Management**

**Financing Uses**

**Services and Supplies**

	<b>Budget <u>2015-2016</u></b>	<b>Projected Actual <u>6/30/2016</u></b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
42310-000 Insurance (net of premium returns)	\$145,000	\$165,500	\$191,135	\$191,135
<b>Total Services and Supplies</b>	<b>\$145,000</b>	<b>\$165,500</b>	<b>\$191,135</b>	<b>\$191,135</b>
<b>Total Appropriations</b>	<b>\$145,000</b>	<b>\$165,500</b>	<b>\$191,135</b>	<b>\$191,135</b>



**FINAL BUDGET FY 2016-2017**

**FINANCE (100-201)**

**GOALS & OBJECTIVES:** The Finance department provides all finance and accounting services for the City departments and enterprise funds; prepares the annual budget; works with the City’s Auditor to complete the annual audited financial statements, prepares and submits various annual financial reports to the State Controller’s office, calculates and prepares the payroll and related reports, and provides financial planning of the City’s cash reserves.

**ALLOCATED POSITIONS:**

Finance Manager	.300	
Accountant/Analyst	.200	City Treasurer \$600 per year
Accounting Technician	.100	
Accounting Assistant II	.225	
Office Specialist	.200	
<b>Total FTEs</b>	<b>1.025</b>	

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42120-000 - Auditing Services: Preparation of annual audited financial statements \$24,950, State Controller’s Report \$5,000, Single Audit \$4,500. Total \$34,450.

42122-000 - Bank Fees: \$1,300.

42150-000 - Misc Contract Services: Monthly software support \$22,535, Temporary office assistance \$21,060, MuniServices sales tax auditing service \$2,040, UUT auditing \$15,000, OPEB \$2,800, Security \$100. Total \$63,495.

42330-000 - Membership Dues: GFOA \$160, CSMFO \$120. Total \$280.

42335-000 - Training, Conferences Tuition: Annual Government Finance Institute (City Manager & Finance Manager) \$750.

42340-000 - Travel Expense, Meals: Mileage, tolls, meals, lodging \$1,000.

42399-000 - Cash Short/Over: \$100.

45150-000 - Bad Debt Expense: Write off uncollectible receivables \$1,500.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 201-Finance**

		<b>Budget 2015-2016</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
<b><u>Salaries and Employee Benefits</u></b>					
41110-000	Regular Employees	\$61,706	\$40,595	\$48,469	\$48,469
41120-000	Part-Time Wages	600	13,471	13,268	13,268
41140-000	Overtime	1,800	105	500	500
41145-000	Benefit Buyouts	0	1,304	1,500	1,500
41210-000	Insurance Benefits	23,791	18,593	21,813	21,813
41220-000	Social Security	967	807	961	961
41230-000	Retirement	11,445	11,060	15,486	15,486
41240-000	Workers Compensation	2,140	2,088	3,210	3,210
41250-000	Other Employee Benefits	0	2	0	0
<b>Total Salaries and Benefits</b>		<b>\$102,449</b>	<b>\$88,026</b>	<b>\$105,207</b>	<b>\$105,207</b>
<b><u>Services and Supplies</u></b>					
42120-000	Audit Services	\$34,450	\$34,950	\$34,450	\$34,450
42122-000	Banking Fees	1,300	1,261	1,300	1,300
42135-000	Other Professional Services	7,550	0	0	0
42150-000	Miscellaneous Contract Services	86,495	74,721	63,495	63,495
42210-000	Computer Maintenance	7,550	6,575	0	0
42330-000	Membership Dues	380	305	280	280
42335-000	Training, Conferences, Tuition	1,500	1,129	750	750
42340-000	Travel Expense, Meals	1,500	1,868	1,000	1,000
42399-000	Cash Short/Over	250	73	100	100
43110-000	Office Supplies	0	31	0	0
43115-000	Operating Supplies	0	483	0	0
45150-000	Bad Debt Expense	1,500	29,145	1,500	1,500
<b>Total Services and Supplies</b>		<b>\$142,475</b>	<b>\$150,541</b>	<b>\$102,875</b>	<b>\$102,875</b>
<b>Total Appropriations</b>		<b>\$244,924</b>	<b>\$238,567</b>	<b>\$208,082</b>	<b>\$208,082</b>



**FINAL BUDGET FY 2016-2017**

**GENERAL SERVICES (100-203)**

**GOALS & OBJECTIVES:** Funding for City wide general expenses for all Departments.

**ALLOCATED POSITIONS:** None

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42150-000 – Misc. Contract Services: Website maintenance \$6,500, Credit Card Fees \$50, Equipment Maintenance \$450. Total \$7,000.

42160-000 - Other Government Services: Annual fuel storage fee \$50, Environmental Health Inspection \$2,000. Total \$2,050.

42210-000 - Computer Maintenance: IT service & support \$60,000, Anti-Virus \$3,300, Domain \$500, Web support \$350, Email service \$11,220. Total \$75,370.

42315-000 – Advertising: Required public notices in newspaper \$3,500.

42320-000 - Postage & Shipping: USPS, FedEx, UPS shipping charges \$10,000.

42325-000 - Printing & Binding: Business cards and check print charges \$500.

42345-000 - Promotions: Advertising \$250.

42355-000 - Rentals: Copy machines \$13,790, Postage meter \$2,560, Folding machine \$1,650. Total \$18,000.

43110-000 - Office Supplies: Miscellaneous office supplies \$15,000.

43115-000 - Operating Supplies: Hardware and break room supplies \$5,000.

43120-000 - Small Tools & Equip: Miscellaneous \$1,000.

43130-000 - Fuel: Gas and diesel for all City vehicles \$67,500.

43135-000 - Utilities - Gas & Electric: PG&E \$40,000.

43140-000 - Utilities - Telephone: AT&T \$40,000, Internet City Hall \$3,255, Internet CPAC \$1,560, Pagers \$215, Cell phones \$450. Total \$45,480.

43145-000 - Utilities – Water: Water for public works, street landscaping, \$500.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 203-General Services**

**Financing Uses**

**Services and Supplies**

	<b>Budget <u>2015-2016</u></b>	<b>Projected Actual <u>6/30/2016</u></b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
42150-000 Miscellaneous Contract Services	\$7,075	\$12,000	\$7,000	\$7,000
42160-000 Other Government Services	2,050	2,050	2,050	2,050
42210-000 Computer Maintenance	80,725	74,188	75,370	75,370
42216-000 Vehicle Repairs	0	271	0	0
42315-000 Advertising	3,500	2,885	3,500	3,500
42320-000 Postage & Shipping	15,000	11,506	10,000	10,000
42325-000 Printing & Binding	500	766	500	500
42345-000 Promotions	0	257	250	250
42355-000 Rentals	18,210	21,225	18,000	18,000
43110-000 Office Supplies	23,500	14,317	15,000	15,000
43115-000 Operating Supplies	5,200	5,379	5,000	5,000
43120-000 Small Tools & Equipment	1,000	1,200	1,000	1,000
43130-000 Fuel	78,000	52,240	67,500	67,500
43135-000 Utilities - Gas & Electric	40,000	36,669	40,000	40,000
43140-000 Utilities - Telephone	39,245	39,514	45,480	45,480
43145-000 Utilities - Water	3,000	400	500	500
<b>Total Services and Supplies</b>	<b>\$317,005</b>	<b>\$274,868</b>	<b>\$291,150</b>	<b>\$291,150</b>
<b>Total Appropriations</b>	<b>\$317,005</b>	<b>\$274,868</b>	<b>\$291,150</b>	<b>\$291,150</b>



**FINAL BUDGET FY 2016-2017**

**POLICE ADMINISTRATION (100-301)**

**GOALS & OBJECTIVES:** Provide public safety. Direct and supervise the Police Department and Police Officers.

**ALLOCATED POSITIONS:**

Police Chief	1.00
Police Sergeant	<u>2.00</u>
<b>Total FTEs</b>	<b>3.00</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42218-000 - General Repair & Maintenance: Maintenance of equipment \$1,000.

42325-000 - Printing & Binding: Business cards and plaques \$200

42330-000 - Membership Dues: CA Police Chief's Association \$315, SCLECA Membership \$200, Other \$35. Total \$550.

42335-000 - Training Conferences, Tuition: Chief's Annual Conference \$500, Training \$1,000. Total \$1,500.

42340-000 - Travel Expense, Meals: \$1,500.

43115-000 - Operating Supplies: Hardware \$275, Sanitary Supplies \$1,150, Other \$75. Total \$1,500.

43120-000 - Small Tools & Equipment: Miscellaneous \$1,500.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**  
**Department 301-Police Administration**

<b><u>Financing Uses</u></b>		<b>Budget</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
<b><u>Salaries and Employee Benefits</u></b>		<b><u>2015-2016</u></b>	<b><u>Actual</u></b>	<b><u>Request</u></b>	<b><u>Adopted</u></b>
			<b><u>6/30/2016</u></b>		<b><u>Budget</u></b>
41110-000	Regular Employees	\$352,976	\$317,560	\$339,393	\$339,393
41140-000	Overtime	30,000	35,159	20,000	20,000
41145-000	Benefit Buyouts	0	5,125	0	0
41160-000	Uniform Allowance	5,850	3,000	4,500	4,500
41210-000	Insurance Benefits	77,479	67,889	72,704	72,704
41220-000	Social Security	5,638	5,444	5,276	5,276
41230-000	Retirement	137,929	127,509	153,609	153,609
41240-000	Workers Compensation	12,446	17,275	18,081	18,081
41250-000	Other Employee Benefits	0	129	0	0
<b>Total Salaries and Benefits</b>		<b>\$622,318</b>	<b>\$579,090</b>	<b>\$613,563</b>	<b>\$613,563</b>
<b><u>Services and Supplies</u></b>					
42150-000	Miscellaneous Contract Services	\$0	\$4,915.64	\$0	\$0
42218-000	General Repair & Maint	2,100	2,496	1,000	1,000
42325-000	Printing & Binding	0	142	200	200
42330-000	Membership Dues	550	218	550	550
42335-000	Training, Conferences, Tuition	1,500	2,256	1,500	1,500
42340-000	Travel Expense, Meals	3,000	3,580	1,500	1,500
43115-000	Operating Supplies	1,500	4,604	1,500	1,500
43120-000	Small Tools & Equipment	1,500	1,480	1,500	1,500
<b>Total Services and Supplies</b>		<b>\$10,150</b>	<b>\$19,692</b>	<b>\$7,750</b>	<b>\$7,750</b>
<b>Total Appropriations</b>		<b>\$632,468</b>	<b>\$598,782</b>	<b>\$621,313</b>	<b>\$621,313</b>



**FINAL BUDGET FY 2016-2017**

**POLICE OPERATIONS (100-302)**

**GOALS & OBJECTIVES:** Provide public safety.

**ALLOCATED POSITIONS:**

Police Officer	10.00	Police Officer Reserve	<u>.25</u>
Reserve/School Resource Officer	1.00	<b>Total FTEs</b>	<b>11.25</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

**Expenditures:**

42150-000 - Misc Contract Service: Linen services \$1,750, Language Line \$550, Medical Clearances \$130, Critical Reach \$220, Wireless \$100, K-9 Boarding and vet care \$2,500. Total \$5,250.

42160-000 - Other Government Services: Sonoma County Jail Inspection fee \$250, Sonoma County MAGNET Contribution \$1,500, Sonoma County Fire & Emergency Services Contribution \$2,000, Sonoma County Department of Health (Assault) \$2,400, Booking fees \$1,200. Total \$7,350.

42216-000 - Vehicle Repairs: \$30,000.

42218-000 - General Repair & Maintenance: Miscellaneous equipment maintenance \$500.

42335-000 - Training Conferences, Tuition: Continued training and education for Officers \$8,000, K-9 Training \$1,500. Total \$9,500.

42340-000 - Travel Expense, Meals: \$12,000.

42345-000 - Promotions: Citrus Fair promotions \$200.

42365-000 - Debt Service Principal: Principal payments on patrol cars \$11,342.

42370-000 - Debt Service Interest: Interest payments on patrol cars \$1,952.

43115-000 - Operating Supplies: Business Cards \$650, Legal publications \$400, Ammunition \$5,000, Badges \$1,675, K-9 Supplies \$1,500, Bulletproof vests \$7,500, Miscellaneous supplies \$3,500. Total \$20,225.

43120-000 - Small Tools & Equipment: Radio repairs \$250, Medical supplies \$300, Batteries \$250, Uniforms \$2,500, Equipment maintenance \$1,150, Firearms \$2,000, Body cameras \$17,400, Body cameras for Command Staff \$8,000, Other \$3,700. Total \$35,550.

43140-000 - Utilities – Telephone, Pagers, Cell phones: \$7,000.

**CITY OF CLOVERDALE**  
**Final Budget**  
**Fiscal Year 2016-2017**

**Fund 100-General Fund**  
**Department 302-Police Operations**

<b><u>Financing Uses</u></b>	<b>Budget</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
<b><u>Salaries and Employee Benefits</u></b>	<b><u>2015-2016</u></b>	<b><u>Actual</u></b>	<b><u>Request</u></b>	<b><u>Adopted</u></b>
<b><u>Services and Supplies</u></b>		<b><u>6/30/2016</u></b>		<b><u>Budget</u></b>
41110-000 Regular Employees	\$858,167	\$669,697	\$937,950	\$937,950
41120-000 Part-Time Wages	29,845	79,440	15,921	15,921
41130-000 4850 & IOD Wages	0	46,350	0	0
41140-000 Overtime	125,000	107,909	100,000	100,000
41145-000 Benefit Buyouts	0	4,225	0	0
41160-000 Uniform Allowance	13,500	11,379	13,500	13,500
41210-000 Insurance Benefits	169,630	108,468	197,475	197,475
41220-000 Social Security	14,884	11,499	16,826	16,826
41230-000 Retirement	283,975	282,856	320,511	320,511
41240-000 Workers Compensation	31,270	36,372	51,431	51,431
41250-000 Other Employee Benefits	300	419	0	0
<b>Total Salaries and Benefits</b>	<b>\$1,526,571</b>	<b>\$1,358,614</b>	<b>\$1,653,614</b>	<b>\$1,653,614</b>
<b><u>Services and Supplies</u></b>				
42150-000 Miscellaneous Contract Services	\$2,750	\$6,084	\$5,250	\$5,250
42155-000 Hiring Expenses	0	973	0	0
42160-000 Other Government Services	7,350	7,623	7,350	7,350
42210-000 Computer Maintenance	3,000	0	0	0
42216-000 Vehicle Repairs	25,000	46,285	30,000	30,000
42218-000 General Repair & Maintenance	500	875	500	500
42320-000 Postage & Shipping	0	747	0	0
42325-000 Printing & Binding	0	392	0	0
42335-000 Training, Conferences, Tuition	7,000	8,618	9,500	9,500
42340-000 Travel Expense, Meals	11,000	26,717	12,000	12,000
42345-000 Promotions	0	166	200	200
42365-000 Debt Service Principal	7,697	2,480	10,151	11,342
42370-000 Debt Service Interest	1,455	487	1,718	1,952
43115-000 Operating Supplies	17,725	24,261	20,225	20,225
43120-000 Small Tools & Equipment	10,150	24,938	27,550	35,550
43140-000 Utilities-Telephone, Pagers, Cell Phones	7,000	7,499	7,000	7,000
<b>Total Services and Supplies</b>	<b>\$100,627</b>	<b>\$158,145</b>	<b>\$131,444</b>	<b>\$140,869</b>
<b>Total Appropriations</b>	<b>\$1,627,198</b>	<b>\$1,516,759</b>	<b>\$1,785,058</b>	<b>\$1,794,483</b>



**FINAL BUDGET FY 2016-2017**

**COMMUNICATIONS & RECORDS (100-303)**

**GOALS & OBJECTIVES:** Provides Records Management for all Police Department records. Provides radio support and dispatch services for Police Officers.

**ALLOCATED POSITIONS:**

Police Tech Services Manager	1.00
Police Dispatcher	<u>5.00</u>
<b>Total FTEs</b>	<b>6.00</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42150-000 - Misc Contract Service: Wireless service calls \$2,000, Document shredding \$350, Annual RIMS warranty and support \$15,315. Total \$17,665.

42160-000 - Other Government Services: AT&T CLETS line \$4,600, DOJ fingerprints \$950, DOJ CLETS \$7,500, Sonoma County Information \$9,920, Sonoma County CLETS backup line \$1,850. Total \$24,820.

42210-000 - Computer Maintenance: Monthly IT support and maintenance \$24,000.

42325-000 - Printing & Binding: Business cards and plaques \$250.

42335-000 - Training Conferences, Tuition: Certification Training \$3,000.

42340-000 - Travel Expenses, Meals: \$5,000.

42355-000 - Rentals: Copy machine lease \$4,800.

43115-000 - Operating Supplies: Miscellaneous \$1,400.

43120-000 - Small Tools & Equipment: Computer workstation \$4,000, Other \$1,000. Total \$5,000.

43140-000 - Utilities – Telephone, Pagers, Cell Phones: \$18,500.

44120-000 - Machinery & Equipment: \$1,000.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 303-Communications/Records**

**Financing Uses**

**Salaries and Employee Benefits**

	<b>Budget 2015-2016</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
41110-000 Regular Employees	\$412,651	\$415,545	\$433,747	\$433,747
41140-000 Overtime	40,000	45,126	40,000	40,000
41145-000 Benefit Buyouts	0	1,825	0	0
41160-000 Uniform Allowance	6,150	5,950	5,950	5,950
41210-000 Insurance Benefits	109,531	109,333	118,727	118,727
41220-000 Social Security	6,653	6,618	6,956	6,956
41230-000 Retirement	103,762	105,648	119,615	119,615
41240-000 Workers Compensation	14,527	14,172	23,100	23,100
41250-000 Other Employee Benefits	3,100	3,259	3,100	3,100
<b>Total Salaries and Benefits</b>	<b>\$696,374</b>	<b>\$707,476</b>	<b>\$751,195</b>	<b>\$751,195</b>

**Services and Supplies**

42150-000 Miscellaneous Contract Services	\$8,550	\$18,558	\$17,665	\$17,665
42160-000 Other Government Services	23,900	24,820	24,820	24,820
42210-000 Computer Maintenance	0	29,126	24,000	24,000
42218-000 General Repair & Maintenance	0	627	0	0
42325-000 Printing & Binding	0	225	250	250
42335-000 Training, Conferences, Tuition	1,000	4,951	3,000	3,000
42340-000 Travel Expense, Meals	2,000	6,401	5,000	5,000
42355-000 Rentals	0	2,790	4,800	4,800
43115-000 Operating Supplies	1,400	4,165	1,400	1,400
43120-000 Small Tools & Equipment	2,600	3,068	5,000	5,000
43140-000 Utilities-Telephone, Pagers, Cell Phones	18,500	17,288	18,500	18,500
44120-000 Machinery & Equipment	1,000	1,000	1,000	1,000
<b>Total Services and Supplies</b>	<b>\$58,950</b>	<b>\$113,019</b>	<b>\$105,435</b>	<b>\$105,435</b>

**Total Appropriations**

<b>\$755,324</b>	<b>\$820,495</b>	<b>\$856,630</b>	<b>\$856,630</b>
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**FINAL BUDGET FY 2016-2017**

**AUXILIARY SERVICES (100-304)**

**GOALS & OBJECTIVES:** Liaisons with the community. Provide School Resources Officer, Animal Control, and Safety at certain crosswalks during the school year.

**ALLOCATED POSITIONS:**

Community Services Officer	1.00
Crossing Guards (Seasonal)	<u>0.59</u>
<b>Total FTEs</b>	<b>1.59</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42150-000 - Misc Contract Service: Dog Impounds & Boarding \$3,600.

42116-000 - Vehicle Repair & Maintenance: \$200.

42335-000 - Training Conferences, Tuition: \$1,500

42340-000 - Conference, Travel Expenses, Meals, etc: \$1,500.

42345-000 - Promotions: Citrus Fair supplies \$375.

42355-000 - Rentals: Facility rentals \$250.

43115-000 - Operating Supplies: Miscellaneous \$1,700.

43115-018 - D.A.R.E. Program: \$1,500.

42130-000 - Small Tools & Equipment: \$500.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 304- Police Auxiliary Services**

**Financing Uses**

		<b>Budget</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
		<b>2015-2016</b>	<b>Actual</b>	<b>Request</b>	<b>Adopted</b>
			<b>6/30/2016</b>		<b>Budget</b>
<b><u>Salaries and Employee Benefits</u></b>					
41110-000	Regular Employees	\$62,945	\$58,544	\$61,776	\$61,776
41120-000	Part-Time Wages	12,300	11,015	12,300	12,300
41140-000	Overtime	1,500	5,294	1,500	1,500
41160-000	Uniform Allowance	1,025	1,025	1,025	1,025
41210-000	Insurance Benefits	8,808	9,004	9,517	9,517
41220-000	Social Security	1,891	1,773	1,874	1,874
41230-000	Retirement	15,849	15,141	17,501	17,501
41240-000	Workers Compensation	2,646	2,581	3,943	3,943
41250-000	Other Employee Benefits	0	763	0	0
<b>Total Salaries and Benefits</b>		<b>\$106,964</b>	<b>\$105,141</b>	<b>\$109,436</b>	<b>\$109,436</b>
<b><u>Services and Supplies</u></b>					
42150-000	Miscellaneous Contract Services	\$5,600	\$5,806	\$3,600	\$3,600
42116-000	Vehicle Repair & Maint	0	156	200	200
42335-000	Training, Conferences, Tuition	500	1,118	1,500	1,500
42340-000	Travel Expense, Meals	1,500	1,013	1,500	1,500
42345-000	Promotions	0	407	375	375
42355-000	Rentals	0	84	250	250
43115-000	Operating Supplies	1,700	2,316	1,700	1,700
43115-018	D.A.R.E. Program	1,500	1,228	1,500	1,500
43120-000	Small Tools & Equipment	1,000	523	500	500
<b>Total Services and Supplies</b>		<b>\$11,800</b>	<b>\$12,651</b>	<b>\$11,125</b>	<b>\$11,125</b>
<b>Total Appropriations</b>		<b>\$118,764</b>	<b>\$117,792</b>	<b>\$120,561</b>	<b>\$120,561</b>
<b>Total Police - All Departments</b>		<b>\$3,133,754</b>	<b>\$3,053,828</b>	<b>\$3,383,562</b>	<b>\$3,392,987</b>
<b>Percentage of Total General Fund</b>		<b>56%</b>	<b>49%</b>	<b>55%</b>	<b>55%</b>



**FINAL BUDGET FY 2016-2017**

**FACILITIES MAINTENANCE (100-401)**

**GOALS & OBJECTIVES:** Funding for maintenance and repair of all City buildings.

**ALLOCATED POSITIONS:**

Public Works Utility Worker II	0.05
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**BUDGET LINE ITEM COMMENTS/DETAILS:**

42150-000 - Miscellaneous Contract Services: Alarm system & monitoring \$2,100, Pest control \$1,500, Janitorial \$19,140, HVAC maintenance \$1,500, Fire extinguisher maintenance \$800. Total \$25,040.

42160-000 - Other Government Services: Annual HazMat permit \$1,100, Annual Landfill monitoring fee \$955. Total \$2,055.

42218-000 - General Repair & Maintenance: Library roof repair \$25,000, Downtown fountains repair \$5,000, Misc building repairs \$4,500, Council addition for downtown improvements \$3,000. Total \$37,500.

43115-000 - Operating Supplies: Supplies purchased by Public Works for general repair \$5,000.

43120-000 - Small Tools & Equipment: Tools & equipment purchased by Public Works for general repair \$250.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 401-Facilities Maintenance**

**Financing Uses**

**Salaries and Employee Benefits**

	<b><u>Budget</u></b>	<b><u>Projected</u></b>	<b><u>Dept</u></b>	<b><u>2016-2017</u></b>
	<b><u>2015-2016</u></b>	<b><u>Actual</u></b>	<b><u>Request</u></b>	<b><u>Adopted</u></b>
		<b><u>6/30/2016</u></b>		<b><u>Budget</u></b>
41110-000 Regular Employees	\$3,484	\$3,466	\$3,761	\$3,761
41140-000 Overtime	275	150	274	274
41145-000 Benefit Buyouts	0	69	0	0
41150-000 Standby Wages	0	269	0	0
41210-000 Insurance Benefits	1,245	1,159	953	953
41220-000 Social Security	55	56	59	59
41230-000 Retirement	863	870	1,020	1,020
41240-000 Workers Compensation	121	118	197	197
41250-000 Other Employee Benefits	0	56	0	0
<b>Total Salaries and Benefits</b>	<b>\$6,043</b>	<b>\$6,212</b>	<b>\$6,264</b>	<b>\$6,264</b>

**Services and Supplies**

42150-000 Miscellaneous Contract Services	\$23,415	\$26,681	\$25,040	\$25,040
42160-000 Other Government Services	1,000	2,055	2,055	2,055
42218-000 General Repair & Maintenance	42,500	25,625	34,500	37,500
43115-000 Operating Supplies	2,500	8,065	5,000	5,000
43120-000 Small Tools & Equipment	500	97	250	250
43140-000 Utilities, Pagers, Telephone	0	51	0	0
<b>Total Services and Supplies</b>	<b>\$69,915</b>	<b>\$62,575</b>	<b>\$66,845</b>	<b>\$69,845</b>
<b>Total Appropriations</b>	<b>\$75,958</b>	<b>\$68,787</b>	<b>\$73,109</b>	<b>\$76,109</b>

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 402-Street Maintenance**

**Financing Uses**

**Salaries and Employee Benefits**

	<b>Budget 2015-2016</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
41110-000 Regular Employees	\$57,316	\$48,576		
41140-000 Overtime	4,000	2,909		
41145-000 Benefit Buyouts	0	4,408	<i>Department 402</i>	
41150-000 Standby	10,200	2,297	<i>Moved to</i>	
41210-000 Insurance Benefits	16,128	13,415	<i>Gas Tax Fund 210</i>	
41220-000 Social Security	1,037	814		
41230-000 Retirement	14,096	12,136		
41240-000 Workers Compensation	1,988	1,939		
41250-000 Other Employee Benefits	0	273		
<b>Total Salaries and Benefits</b>	<b>\$104,765</b>	<b>\$86,765</b>	<b>\$0</b>	<b>\$0</b>

**Services and Supplies**

42150-000 Miscellaneous Contract Services	\$9,400	\$38,883		
42160-000 Other Government Services	12,225	9,442		
42210-000 Computer Maintenance	2,500	2,829		
42214-000 Communication Systems Maintenance	1,000	1,000	<i>Department 402</i>	
42216-000 Vehicle Repairs	2,500	7,970	<i>Moved to</i>	
42218-000 General Repair & Maintenance	1,000	11,300	<i>Gas Tax Fund 210</i>	
42335-000 Training Conferences Tuition	500	431		
42340-000 Travel Expense, Meals	250	100		
42355-000 Rentals	500	274		
43115-000 Operating Supplies	25,000	17,004		
43120-000 Small Tools & Equipment	3,000	2,251		
43135-000 Utilities-Gas & Electric	90,000	99,785		
43140-000 Utilities-Telepone, Pagers, Cell	0	279		
43145-000 Utilities-Water	0	2,712		
49130-000 Construction	0	191		
<b>Total Services and Supplies</b>	<b>\$147,875</b>	<b>\$194,451</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Appropriations</b>	<b>\$252,640</b>	<b>\$281,216</b>	<b>\$0</b>	<b>\$0</b>

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 403-Storm Drain Maintenance**

**Financing Uses**

**Salaries and Employee Benefits**

	<b>Budget 2015-2016</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
41110-000 Regular Employees	\$1,655	\$1,646		
41140-000 Overtime	155	96		
41150-000 Standby Wages	0	143	<i>Department 403</i>	
41210-000 Insurance Benefits	744	694	<i>Moved to</i>	
41220-000 Social Security	26	27	<i>Gas Tax Fund 210</i>	
41230-000 Retirement	410	393		
41240-000 Workers Compensation	57	56		
41250-000 Other Employee Benefits	0	10		
<b>Total Salaries and Benefits</b>	<b>\$3,047</b>	<b>\$3,065</b>	<b>\$0</b>	<b>\$0</b>

**Services and Supplies**

42150-000 Miscellaneous Contract Services	\$9,100	\$45,000		
42160-000 Other Government Services	14,600	16,500		
42218-000 General Repair & Maintenance	1,500	0	<i>Department 403</i>	
42335-000 Training	500	1,700	<i>Moved to</i>	
42340-000 Travel Expense, Meals	0	50	<i>Gas Tax Fund 210</i>	
43115-000 Operating Supplies	0	750		
43120-000 Small Tools & Equipment	150	0		
<b>Total Services and Supplies</b>	<b>\$25,850</b>	<b>\$64,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Appropriations</b>	<b>\$28,897</b>	<b>\$67,065</b>	<b>\$0</b>	<b>\$0</b>



**FINAL BUDGET FY 2016-2017**

**PARKS & RECREATION (100-404)**

**GOALS & OBJECTIVES:** Provides maintenance and repairs to City parks and public spaces. Develop a Master Plan for parks using Quimby funds.

**ALLOCATED POSITIONS:**

Park & Landscape Maintenance Lead	0.3990
Park & Landscape Maintenance Asst	0.5000
Public Works Utility Worker I	<u>0.0455</u>
<b>Total FTEs</b>	<b>0.9445</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42150-000 - Miscellaneous Contract Services: CalFire work crews \$500, Tree work \$4,500, City Park improvements \$25,000. Total \$30,000.

42160-000 - Other Government Services: Property Tax \$2,700.

42216-000 - Vehicle Repairs: \$2,250

42218-000 - General Repair & Maintenance: Emergencies, vandalism repairs, weed eater maintenance, tractor and mower repairs \$4,150.

42335-000 - Training: Safety program \$800.

42355-000 - Rentals: Portolets \$2,000.

43115-000 - Operating Supplies: Pesticide, shop towel service, irrigation parts, paper products for restrooms \$13,500, Rubber mulch \$26,000 (offset by grant revenue). Total \$39,500.

43120-000 - Small Tools & Equipment: Miscellaneous tools & equipment \$2,000

43145-000 - Utilities - Water: Irrigation of parks \$80,000.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 404-Parks & Recreation**

**Financing Uses**

**Salaries and Employee Benefits**

	<b>Budget 2015-2016</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
41110-000 Regular Employees	\$67,179	\$66,607	\$69,856	\$69,856
41140-000 Overtime	9,300	4,284	9,300	9,300
41145-000 Benefit Buyouts		2,175	0	0
41150-000 Standby Wages	0	2,812	0	0
41210-000 Insurance Benefits	20,610	19,213	22,344	22,344
41220-000 Social Security	1,109	1,067	1,148	1,148
41230-000 Retirement	16,644	16,927	18,934	18,934
41240-000 Workers Compensation	2,330	2,273	3,667	3,667
41250-000 Other Employee Benefits	0	0	0	0
<b>Total Salaries and Benefits</b>	<b>\$117,172</b>	<b>\$115,358</b>	<b>\$125,249</b>	<b>\$125,249</b>

**Services and Supplies**

42150-000 Miscellaneous Contract Services	\$54,000	\$66,000	\$30,000	\$30,000
42160-000 Other Government Services	2,700	2,594	2,700	2,700
42216-000 Vehicle Expense	2,250	1,784	2,250	2,250
42218-000 General Repair & Maintenance	4,150	5,987	4,150	4,150
42325-000 Printing & Binding	0	54		0
42335-000 Training	1,200	515	800	800
42355-000 Rentals	2,000	1,636	2,000	2,000
43115-000 Operating Supplies	39,500	43,691	39,500	39,500
43120-000 Small Tools & Equipment	1,000	3,071	2,000	2,000
43145-000 Utilities-Water	50,000	75,000	80,000	80,000
<b>Total Services and Supplies</b>	<b>\$156,800</b>	<b>\$200,332</b>	<b>\$163,400</b>	<b>\$163,400</b>

**Total Appropriations**

	<b>\$273,972</b>	<b>\$315,690</b>	<b>\$288,649</b>	<b>\$288,649</b>
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CITY OF  
CLOVERDALE  
**FINAL BUDGET FY 2016-2017**  
**CEMETERY (100-405)**

**GOALS & OBJECTIVES:** Funding for maintenance and repairs at the cemetery.

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42218-000 - General Repair & Maintenance: \$5,000.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 405 - Cemetery**

**Financing Uses**

**Services and Supplies**

42218-000 General Repair & Maintenance

**Total Services and Supplies**

**Total Appropriations**

	<b><u>Budget 2015-2016</u></b>	<b><u>Projected Actual 6/30/2016</u></b>	<b><u>Dept Request</u></b>	<b><u>2016-2017 Adopted Budget</u></b>
	\$0	\$0	\$5,000	\$5,000
	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$5,000</b>
	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$5,000</b>



**FINAL BUDGET FY 2016-2017**

**PLANNING COMMISSION (100-501)**

**GOALS & OBJECTIVES:** Funding to attend Planning meetings and conferences.

**ALLOCATED POSITIONS:**

Planning Commissioners

7 (Not Compensated)

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42315-000 - Advertising: Advertising for vacancies \$100.

42335-000 - Training Conferences Tuition: Annual SSU planning conference \$320.

42340-000 - Conference, Travel expense, meals, etc.: Mileage \$200.

43115-000 - Operating Supplies: Name plates, tags and plaques \$200.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 501-Planning Commission**

**Financing Uses**

**Services and Supplies**

	<b>Budget <u>2015-2016</u></b>	<b>Projected Actual <u>6/30/2016</u></b>	<b>Dept <u>Request</u></b>	<b>2016-2017 Adopted <u>Budget</u></b>
42315-000 Advertising	\$100	\$100	\$100	\$100
42325-000 Printing & Binding	0	29	0	0
42335-000 Training, Conferences, Tuition	720	160	320	320
42340-000 Travel Expense, Meals	200	200	200	200
43115-000 Operating Supplies	400	200	200	200
<b>Total Services and Supplies</b>	<b>\$1,420</b>	<b>\$689</b>	<b>\$820</b>	<b>\$820</b>
<b>Total Appropriations</b>	<b>\$1,420</b>	<b>\$689</b>	<b>\$820</b>	<b>\$820</b>



**FINAL BUDGET FY 2016-2017**

**CURRENT PLANNING (100-502)**

**GOALS & OBJECTIVES:** Funding for day to day planning issues; including overseeing contracts and funding for attending meetings and conferences.

**ALLOCATED POSITIONS:**

Assistant City Manager/Community Development Director	0.20
Associate Planner	<u>0.30</u>
<b>Total FTEs</b>	<b>0.50</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42135-000 - Other Professional Services: Temporary Planning Assistance \$50,000.

42150-000 - Miscellaneous Contract Services: Contract Planner \$20,000 (reimbursable by developers), CEQA Consultant \$40,000 (reimbursable by developers). Total \$60,000.

42160-000 - Other Government Services: Annual GIS contract with City of Santa Rosa \$4,000, Other \$250. Total \$4,250.

42315-000 - Advertising: Public Hearing notices \$500.

42330-000 - Membership Dues: American Planning Association \$475.

42335-000 - Training, Conferences, Tuition: \$800.

42340-000 - Travel Expense, Meals: \$400.

43115-000 - Operating Supplies: Books, CEQA Compliance Information \$250, Nameplates & business cards \$150. Total \$400.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 502-Current Planning**

**Financing Uses**

		<b>Budget</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
		<b>2015-2016</b>	<b>Actual</b>	<b>Request</b>	<b>Adopted</b>
			<b>6/30/2016</b>		<b>Budget</b>
<b><u>Salaries and Employee Benefits</u></b>					
41110-000	Regular Employees	\$48,299	\$30,552	\$50,024	\$50,024
41140-000	Overtime	550	93	100	100
41145-000	Benefit Buyouts	0	5,538	0	0
41210-000	Insurance Benefits	4,407	3,112	6,679	6,679
41220-000	Social Security	708	529	727	727
41230-000	Retirement	11,771	3,835	8,342	8,342
41240-000	Workers Compensation	1,675	1,634	2,626	2,626
41250-000	Other Employee Benefits	0	0	0	0
<b>Total Salaries and Benefits</b>		<b>\$67,410</b>	<b>\$45,293</b>	<b>\$68,498</b>	<b>\$68,498</b>
<b><u>Services and Supplies</u></b>					
42135-000	Other Professional Services	\$46,000	\$73,500	\$50,000	\$50,000
42150-000	Misc Contract Services	0	65,122	60,000	60,000
42160-000	Other Government Services	4,100	4,040	4,250	4,250
42210-000	Computer Maintenance	1,000	2,155	0	0
42315-000	Advertising	500	152	500	500
42330-000	Membership Dues	475	475	475	475
42335-000	Training, Conferences, Tuition	800	0	800	800
42340-000	Travel Expense, Meals	400	0	400	400
43115-000	Operating Supplies	400	72	400	400
<b>Total Services and Supplies</b>		<b>\$53,675</b>	<b>\$145,515</b>	<b>\$116,825</b>	<b>\$116,825</b>
<b>Total Appropriations</b>		<b>\$121,085</b>	<b>\$190,809</b>	<b>\$185,323</b>	<b>\$185,323</b>



**FINAL BUDGET FY 2016-2017**

**LONG RANGE PLANNING (100-503)**

**GOALS & OBJECTIVES:**

**ALLOCATED POSITIONS:**

Assistant City Manager/Community Development Director	0.15
Associate Planner	<u>0.15</u>
<b>Total FTEs</b>	<b>0.30</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 503-Long Range Planning**

**Financing Uses**

**Salaries and Employee Benefits**

	<b>Budget 2015-2016</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
41110-000 Regular Employees	\$30,400	\$11,110	\$31,434	\$31,434
41140-000 Overtime	550	49	550	550
41210-000 Insurance Benefits	2,661	1,177	4,311	4,311
41220-000 Social Security	449	161	464	464
41230-000 Retirement	7,434	910	5,858	5,858
41240-000 Workers Compensation	1,054	1,028	1,650	1,650
<b>Total Salaries and Benefits</b>	<b>\$42,548</b>	<b>\$14,435</b>	<b>\$44,267</b>	<b>\$44,267</b>

**Services and Supplies**

42135-000 Other Professional Services	\$0	\$4,953	\$0	\$0
42150-640 Misc Contract Services	0	2,978	0	0
42325-000 Printing & Binding	0	49	0	0
<b>Total Services and Supplies</b>	<b>\$0</b>	<b>\$7,980</b>	<b>\$0</b>	<b>\$0</b>

**Total Appropriations**

<b>\$42,548</b>	<b>\$22,415</b>	<b>\$44,267</b>	<b>\$44,267</b>
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**FINAL BUDGET FY 2016-2017**

**ENGINEERING SERVICES (100-601)**

**GOALS & OBJECTIVES:** Provide engineering and building service to the public, issuance of building permits.

**ALLOCATED POSITIONS:**

Public Works Director	0.05
Engineering Technician	<u>0.30</u>
<b>Total FTEs</b>	<b>0.35</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42130-000 - Engineering Services: Civil Engineer \$25,000, Interim City Engineer services \$25,000. Total \$50,000.

42140-000 - Inspection Services: Project engineering review and inspection (reimbursable by developers) \$60,000.

42150-000 - Misc Contract Services: \$10,000.

42210-000 - Computer Maintenance: Software upgrades \$1,500.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 601-Engineering Services**

<b><u>Financing Uses</u></b>		<b>Budget</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
<b><u>Salaries and Employee Benefits</u></b>		<b><u>2015-2016</u></b>	<b><u>6/30/2016</u></b>	<b><u>Request</u></b>	<b><u>Adopted Budget</u></b>
41110-000	Regular Employees	\$26,215	\$21,841	\$26,538	\$26,538
41140-000	Overtime	0	68	0	0
41145-000	Benefit Buyouts	0	1,637	0	0
41210-000	Insurance Benefits	3,826	2,619	4,151	4,151
41220-000	Social Security	380	341	385	385
41230-000	Retirement	2,741	2,517	2,926	2,926
41240-000	Workers Compensation	909	887	1,393	1,393
41250-000	Other Employee Benefits	0	65	0	0
<b>Total Salaries and Benefits</b>		<b>\$34,071</b>	<b>\$29,975</b>	<b>\$35,393</b>	<b>\$35,393</b>
<b><u>Services and Supplies</u></b>					
42130-000	Engineering Services	\$0	\$62,531	\$50,000	\$50,000
42140-000	Inspection Services (Reimbursable)	0	125,000	60,000	60,000
42150-000	Misc Contract Services	10,000	47,985	10,000	10,000
42210-000	Computer Maintenance	1,500	1,200	1,500	1,500
42325-000	Printing & Binding	0	91	0	0
42340-000	Travel Expense, Meals	0	44	0	0
<b>Total Services and Supplies</b>		<b>\$11,500</b>	<b>\$236,850</b>	<b>\$121,500</b>	<b>\$121,500</b>
<b>Total Appropriations</b>		<b>\$45,571</b>	<b>\$266,825</b>	<b>\$156,893</b>	<b>\$156,893</b>



**FINAL BUDGET FY 2016-2017**

**BUILDING, PLAN CHECK & INSPECTION (100-602)**

**GOALS & OBJECTIVES:** Provides service to the public related to inspections and checking building plans.

**ALLOCATED POSITIONS:**

Associate Planner 0.25

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42135-000 - Other Professional Services: Engineering Services \$4,000, Building fee update consultant \$10,000. Total \$14,000.

42140-000 - Inspection Services: Building permit and code enforcement inspections \$36,000.

42145-000 - Plan Check: \$125,000.

42150-000 - Miscellaneous Contract Services: Building Department Administration \$55,000.

42210-000 - Computer Maintenance: New workstation & printer \$2,000.

42216-000 - Vehicle Expense: Use of Public Works vehicle for Code Enforcement Inspections \$1,300.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 100-General Fund**

**Department 602-Engineering, Building, Plan Check & Inspection**

**Financing Uses**

		<b>Budget</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
		<b>2015-2016</b>	<b>Actual</b>	<b>Request</b>	<b>Adopted</b>
			<b>6/30/2016</b>		<b>Budget</b>
<b><u>Salaries and Employee Benefits</u></b>					
41110-000	Regular Employees	\$19,416	\$18,421	\$20,280	\$20,280
41140-000	Overtime	0	78	0	0
41210-000	Insurance Benefits	2,146	1,939	2,327	2,327
41220-000	Social Security	282	267	294	294
41230-000	Retirement	4,647	1,357	1,329	1,329
41240-000	Workers Compensation	673	657	1,065	1,065
<b>Total Salaries and Benefits</b>		<b>\$27,164</b>	<b>\$22,718</b>	<b>\$25,295</b>	<b>\$25,295</b>
<b><u>Services and Supplies</u></b>					
42135-000	Other Professional Services	\$14,000	\$14,000	\$14,000	\$14,000
42140-000	Inspection Services	25,000	36,000	36,000	36,000
42145-000	Plan Check	2,500	186,832	125,000	125,000
42150-000	Miscellaneous Contract Services	45,300	89,580	55,000	55,000
42210-000	Computer Maintenance	2,000	2,000	2,000	2,000
42216-000	Vehicle Expense	1,300	0	1,300	1,300
43115-000	Operating Supplies	0	300	0	0
<b>Total Other Charges</b>		<b>\$90,100</b>	<b>\$328,712</b>	<b>\$233,300</b>	<b>\$233,300</b>
<b>Total Appropriations</b>		<b>\$117,264</b>	<b>\$351,430</b>	<b>\$258,595</b>	<b>\$258,595</b>

**CITY OF CLOVERDALE**  
**Final Budget**  
**Fiscal Year 2016-2017**

<b><u>Fund 100-General Fund</u></b>		<b><u>Budget</u></b>	<b><u>Projected</u></b>	<b><u>Dept</u></b>	<b><u>2016-2017</u></b>
		<b><u>2015-2016</u></b>	<b><u>Actual</u></b>	<b><u>Request</u></b>	<b><u>Adopted</u></b>
<b><u>Other Financing Uses</u></b>			<b><u>6/30/2016</u></b>		<b><u>Budget</u></b>
49999-000	Transfer Out - RDA Successor Agency	\$61,701	\$61,701	\$61,701	\$61,701
49999-000	Transfer Out - ADA Project Costs (CDBG)	0	19,420	0	0
49999-000	Transfer Out - Gas Tax Fund	0	0	83,020	83,020
<b>Total Other Financing Uses</b>		<b>\$61,701</b>	<b>\$81,121</b>	<b>\$144,721</b>	<b>\$144,721</b>

**GENERAL FUND TOTALS**

<b><u>Expenditures by Type</u></b>		<b><u>Budget</u></b>	<b><u>Projected</u></b>	<b><u>Dept</u></b>	<b><u>2016-2017</u></b>
		<b><u>2015-2016</u></b>	<b><u>Actual</u></b>	<b><u>Request</u></b>	<b><u>Adopted</u></b>
			<b><u>6/30/2016</u></b>		<b><u>Budget</u></b>
	Salaries & Benefits	\$3,716,530	\$3,366,611	\$3,839,796	\$3,842,884
	Services and Supplies	1,866,004	2,728,743	2,143,952	2,159,377
	Transfers Out	61,701	81,121	144,721	144,721
	General Fund Expenses & Transfers Out	\$5,644,235	\$6,176,475	\$6,128,469	\$6,146,982

**Fund Balance Summary**

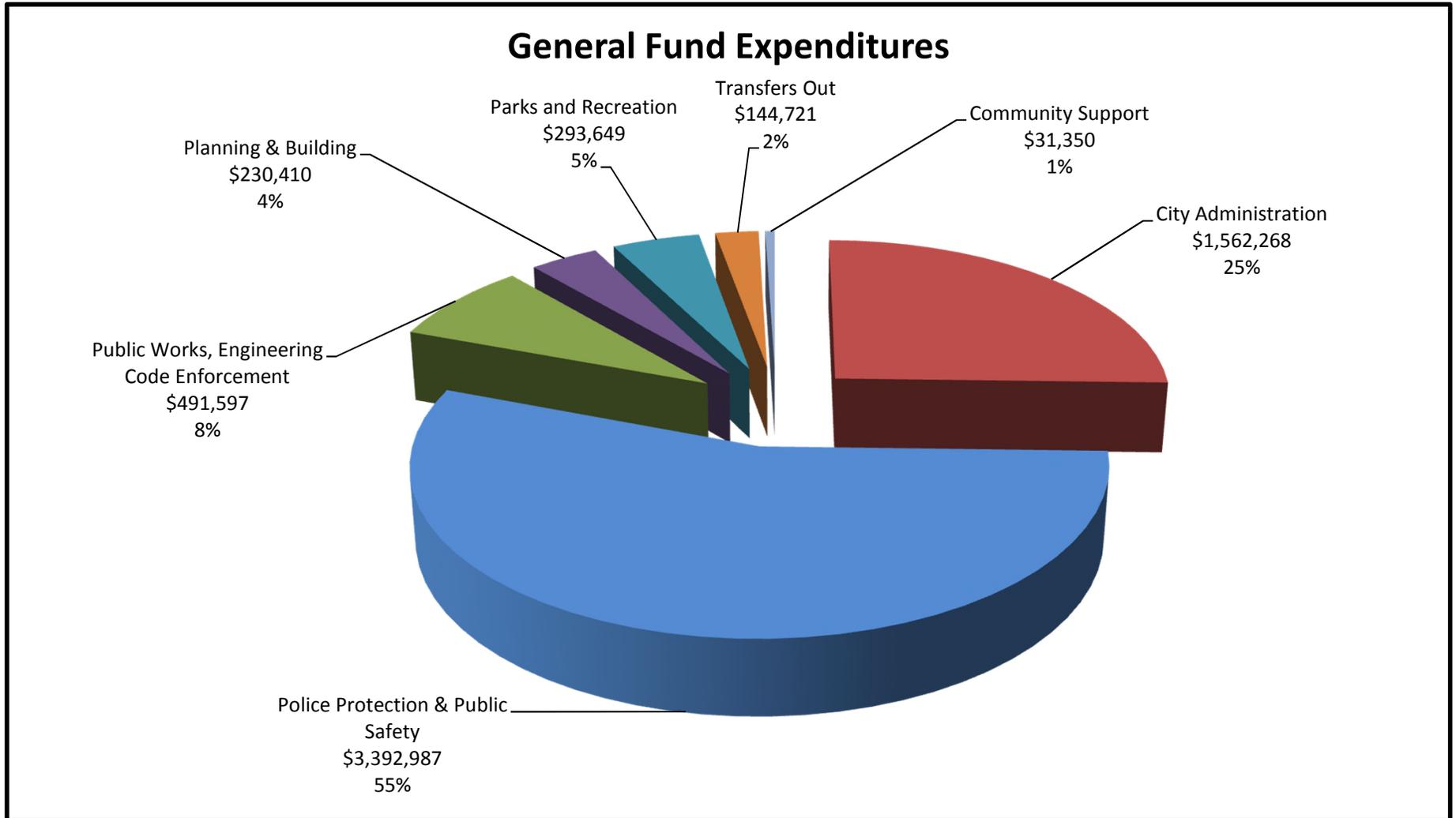
		<b><u>Budget</u></b>	<b><u>Projected</u></b>	<b><u>Dept</u></b>	<b><u>2016-2017</u></b>
		<b><u>2015-2016</u></b>	<b><u>Actual</u></b>	<b><u>Request</u></b>	<b><u>Adopted</u></b>
			<b><u>6/30/2016</u></b>		<b><u>Budget</u></b>
General Fund Revenues		\$4,408,267	\$4,906,525	\$4,683,270	\$4,667,705
General Fund Transfers In		1,398,536	1,504,429	1,491,250	1,479,215
<b>Total Revenues &amp; Transfers In</b>		<b>\$5,806,803</b>	<b>\$6,410,954</b>	<b>\$6,174,520</b>	<b>\$6,146,920</b>
<b>General Fund Expenses</b>		<b>(\$5,644,235)</b>	<b>(\$6,176,475)</b>	<b>(\$6,128,469)</b>	<b>(\$6,146,982)</b>
<b>Fund Balance Gain (Loss)</b>		<b>\$162,568</b>	<b>\$234,479</b>	<b>\$46,051</b>	<b>(\$62)</b>

**CITY OF CLOVERDALE  
GENERAL FUND SUMMARY  
DRAFT BUDGET  
For Fiscal Year 2016-2017**

Dept. #	Department	2015-2016				Dept. #	2016-2017			
		Operating Revenue	Transfers In	Operating Expenses	Net City Gain (Cost)		Operating Revenue	Transfers In	Operating Expenses	Net City Gain (Cost)
000	General Fund Revenue	\$4,906,525	\$1,504,429		\$6,410,954	000	\$4,667,705	\$1,479,215		\$6,146,920
101	City Council			\$54,419	(54,419)	101			\$67,920	(67,920)
102	City Manager			402,099	(402,099)	102			446,031	(446,031)
103	City Clerk			89,500	(89,500)	103			110,781	(110,781)
104	Community Support			27,604	(27,604)	104			31,350	(31,350)
105	Human Resources			224,044	(224,044)	105			247,169	(247,169)
106	Risk Management			165,500	(165,500)	106			191,135	(191,135)
201	Finance			238,567	(238,567)	201			208,082	(208,082)
203	General Services			274,868	(274,868)	203			291,150	(291,150)
301	Police Administration			598,782	(598,782)	301			621,313	(621,313)
302	Police Operations			1,516,759	(1,516,759)	302			1,794,483	(1,794,483)
303	Communications/Records			820,495	(820,495)	303			856,630	(856,630)
304	Police Auxillary Services			117,792	(117,792)	304			120,561	(120,561)
401	Facilities Maintenance			68,787	(68,787)	401			76,109	(76,109)
402	Streets			281,216	(281,216)	402	Moved to Gas Tax		-	-
403	Storm Drain			67,065	(67,065)	403	Fund 210		-	-
404	Parks & Recreation			315,690	(315,690)	404			288,649	(288,649)
405	Cemetery			0	0	405			5,000	(5,000)
501	Planning Commission			689	(689)	501			820	(820)
502	Current Planning			190,809	(190,809)	502			185,323	(185,323)
503	Long Range Planning			22,415	(22,415)	503			44,267	(44,267)
601	Engineering & Building Services			266,825	(266,825)	601			156,893	(156,893)
602	Engineering, Plan Ck, Inspection			351,430	(351,430)	602			258,595	(258,595)
999	Transfers Out			81,121	(81,121)	999			144,721	(144,721)
	<b>Totals</b>	<b>\$4,906,525</b>	<b>\$1,504,429</b>	<b>\$6,176,475</b>	<b>\$234,479</b>		<b>\$4,667,705</b>	<b>\$1,479,215</b>	<b>\$6,146,982</b>	<b>(\$62)</b>

Fund Balance 07/01/2015 \$893,284  
 2015/16 Net Gain (Loss) 234,479  
 Transfer to Restricted Reserves  
 Ending Fund Balance 06/30/16 \$1,127,763

Fund Balance 07/01/2016 \$1,127,763  
 2016/17 Net Gain (Loss) (62)  
 Ending Fund Balance 06/30/17 \$1,127,701



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**FINAL BUDGET FY 2016-2017**

**RETIREMENT FUND (FUND 200)**

**GOALS & OBJECTIVES:** Provide funding to cover the City's cost to participate in the California Public Employees Retirement System (CalPERS).

**ALLOCATED POSITIONS:** None

**BUDGET LINE ITEM COMMENTS/DETAILS:**

**Revenues**

31130-000	Property Tax HOPTR \$10,504
31135-000	Ad Valorem Tax \$911,620
31139-000	RPTTF Residual \$20,000
36110-000	Interest Income \$1,000

**Transfers Out:**

General Fund	\$663,762
Inclusionary Housing	9,368
Gas Tax	15,758
Landscape & Lighting Districts	19,603
Water Fund	132,722
Sewer Fund	102,068
Airport Fund	<u>1,856</u>

Total Transfers Out \$945,137

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 200-Retirement Fund**

**Financing Sources**

**Revenues**

	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
31130-000 Property Tax HOPTR	\$11,000	\$10,100	\$10,504	\$10,924
31135-000 Ad Valorem Tax	960,000	775,000	911,620	861,620
31139-000 RPTTF Residual	0	64,377	20,000	57,186
36110-000 Interest Income	1,000	788	1,000	1,000
<b>Total Revenues</b>	<b>\$972,000</b>	<b>\$850,265</b>	<b>\$943,124</b>	<b>\$930,730</b>

**Department 999-Transfers**

**Financing Uses**

**Interfund Transfers**

49999-000 Transfers Out	\$927,781	\$841,241	\$945,137	\$945,137
<b>Total Transfers Out</b>	<b>\$927,781</b>	<b>\$841,241</b>	<b>\$945,137</b>	<b>\$945,137</b>
<b>Net Revenue (Cost)</b>	<b>\$44,219</b>	<b>\$9,024</b>	<b>(\$2,013)</b>	<b>(\$14,407)</b>



**FINAL BUDGET FY 2016-2017**

**INCLUSIONARY HOUSING (205-704)**

**GOALS & OBJECTIVES:**

**ALLOCATED POSITIONS:**

Council Member (5 @ 10% each)	
City Manager	0.10
Assistant City Manager/ Community Development Director	0.15
Associate Planner	<u>0.15</u>
<b>Total FTEs</b>	<b>0.40</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42150-000 - Miscellaneous Contract Services: Contract Planner \$5,000.

42160-000 - Other Government Services: Homeless count \$500.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 205-Inclusionary Housing**

**Department 704-Inclusionary Housing**

**Financing Sources**

**Revenues**

	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
36110-000 Interest Income	\$2,000	\$1,068	\$1,100	\$1,100
39999-000 Operating Transfer In	10,665	10,467	9,368	9,368
<b>Total Revenues</b>	<b>\$12,665</b>	<b>\$11,535</b>	<b>\$10,468</b>	<b>\$10,468</b>

**Financing Uses**

**Salaries & Benefits**

41110-000 Regular Employees	\$45,700	\$51,491	\$47,701	\$48,466
41140-000 Overtime	100	44	100	100
41145-000 Benefit Buyouts	0	18,555	0	0
41210-000 Insurance Benefits	10,986	11,039	13,703	13,888
41220-000 Social Security	776	1,116	805	862
41230-000 Retirement	10,665	11,005	9,658	9,658
41240-000 Workers Compensation	1,523	1,486	2,410	2,410
<b>Total Salaries &amp; Benefits</b>	<b>\$69,750</b>	<b>\$94,736</b>	<b>\$74,377</b>	<b>\$75,384</b>

**Services and Supplies**

42135-000 Other Professional Services	\$0	\$4,600	\$0	\$0
42150-000 Miscellaneous Contract Services	5,000	20,000	5,000	5,000
42160-000 Other Government Services	0	402	500	500
42210-000 Computer Maintenance	1,050	1,100	0	0
42315-000 Advertising	0	0	0	0
<b>Total Services &amp; Supplies</b>	<b>\$6,050</b>	<b>\$26,102</b>	<b>\$5,500</b>	<b>\$5,500</b>

<b>Total Appropriations</b>	<b>\$75,800</b>	<b>\$120,838</b>	<b>\$79,877</b>	<b>\$80,884</b>
<b>Net Revenue (Cost)</b>	<b>(\$63,135)</b>	<b>(\$109,303)</b>	<b>(\$69,409)</b>	<b>(\$70,416)</b>



**FINAL BUDGET FY 2016-2017**

**GAS TAX (210-000)**

**GOALS & OBJECTIVES:** Funding for maintenance and repair of City streets, roads, traffic lights, storm drains and creek beds.

**Revenues**

31410-000 - State Gas Tax: \$229,986.

**STREETS DEPARTMENT (210-402)**

**ALLOCATED POSITIONS:**

Public Works Director	0.1000	Park & Landscape Maintenance Lead	0.2100
Public Works Utility Worker II	0.1855	Park & Landscape Maintenance Assistant	<u>0.1820</u>
Public Works Utility Worker I	0.0600	<b>Total FTEs</b>	<b><u>0.7375</u></b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

- 42150-000 - Misc Contract Services: Traffic light maintenance \$5,950, Traffic studies \$3,000, Miscellaneous \$1,000, Striping & dots \$10,000. Total \$19,950.
- 42160-000 - Other Government Services: SCTA \$5,500, Vector control \$1,500, Truck inspection \$425, Burn permit \$100, Street Report \$2,000. Total \$9,525.
- 42210-000 - Computer Maintenance: New computer workstations \$1,000.
- 42214-000 - Communication System Maintenance: Radio repairs \$1,000.
- 42216-000 - Vehicle Repairs: \$5,000.
- 42218-000 - General Repair & Maintenance: Crosswalk enhancements \$13,500, Crosswalk maintenance \$1,500, Miscellaneous \$1,000. Total \$16,000.
- 42335-000 - Training, Conferences, Tuition: Safety, traffic control, and equipment training \$500.
- 42340-000 - Conference, Travel expense, meals, etc: \$250
- 42355-000 - Rentals: Misc. equipment rental \$500
- 42365-000 - Principal: Payments on New Utility Truck \$4,000
- 42370-000 - Interest: Payments on New Utility Truck \$800
- 43115-000 - Operating Supplies: Thermo plastic for street markings, curb paint, Gravel and cold patch, Street signs, etc. \$20,000.
- 43120-000 - Small Tools & Equipment: Miscellaneous tools \$3,000.
- 43135-000 - Utilities – Gas & Electric: Electricity for street lights \$99,500.

**CITY OF CLOVERDALE**  
**Final Budget**  
**Fiscal Year 2016-2017**

**Fund 210-Gas Tax**  
**Financing Sources**

	2015-2016 Council <u>Adopt</u>	Projected Actual <u>6/30/2016</u>	Dept <u>Request</u>	2016-2017 Adopted <u>Budget</u>
31410-000 State Gas Tax	\$188,759	\$199,053	\$229,986	\$229,986
36110-000 Interest Income	200	100	200	200
<b>Total Revenues</b>	<b>\$188,959</b>	<b>\$199,153</b>	<b>\$230,186</b>	<b>\$230,186</b>

**Financing Uses**  
**Department 402-Street Maintenance**  
**Salaries and Employee Benefits**

41110-000 Regular Employees			\$57,930	\$57,930
41140-000 Overtime			4,000	4,000
41145-000 Benefit Buyouts			0	0
41150-000 Standby			9,400	9,400
41210-000 Insurance Benefits			17,488	17,488
41220-000 Social Security			1,034	1,034
41230-000 Retirement			15,778	15,778
41240-000 Workers Compensation			3,041	3,041
41250-000 Other Employee Benefits			0	0
<b>Total Salaries and Benefits</b>	<b>\$0</b>	<b>\$0</b>	<b>\$108,671</b>	<b>\$108,671</b>

**Services and Supplies**

42150-000 Miscellaneous Contract Services			\$19,950	\$19,950
42160-000 Other Government Services			9,525	9,525
42210-000 Computer Maintenance			1,000	1,000
42214-000 Communication Systems Maintenance			1,000	1,000
42216-000 Vehicle Repairs			5,000	5,000
42218-000 General Repair & Maintenance			16,000	16,000
42335-000 Training Conferences Tuition			500	500
42340-000 Travel Expense, Meals			250	250
42355-000 Rentals			500	500
42365-000 Debt Service Principal			4,000	4,000
42370-000 Debt Service Interest			800	800
43115-000 Operating Supplies			20,000	20,000
43120-000 Small Tools & Equipment			3,000	3,000
43135-000 Utilities-Gas & Electric			99,500	99,500
43125-000 Utilities-Water			0	0
<b>Total Services and Supplies</b>	<b>\$0</b>	<b>\$0</b>	<b>\$181,025</b>	<b>\$181,025</b>

<b>Total Appropriations</b>	<b>\$0</b>	<b>\$0</b>	<b>\$289,696</b>	<b>\$289,696</b>
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**FINAL BUDGET FY 2016-2017**

**GAS TAX (210-000)**

**STORM DRAIN & CREEK MAINTENANCE (210-403)**

**ALLOCATED POSITIONS:**

Public Works Utility Worker I

0.03

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42150-000 - Misc Contract Services: Work crews \$4,500, Confined space culvert cleaning \$6,000, Annual creek maintenance \$3,000. Total \$13,500.

42160-000 - Other Government Services: Share of RRWA Membership \$18,000.

42218-000 - General Repair & Maintenance: Miscellaneous repairs \$1,500.

42335-000 - Training: \$2,000.

42340-000 - Travel Expense, Meals: \$100.

43115-000 - Operating Supplies: Erosion control \$750.

43120-000 - Small Tools & Equipment: \$150.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 210-Gas Tax**

**Financing Uses**

**Department 403-Storm Drain Maintenance**

**Salaries and Employee Benefits**

	<b>2015-2016 Council <u>Adopt</u></b>	<b>Projected Actual <u>6/30/2016</u></b>	<b>Dept Request</b>	<b>2016-2017 Adopted <u>Budget</u></b>
41110-000 Regular Employees			\$1,722	\$1,722
41140-000 Overtime			155	155
41150-000 Standby Wages		<i>Department 403</i>	0	0
41210-000 Insurance Benefits		<i>Moved from</i>	807	807
41220-000 Social Security		<i>General Fund 100</i>	27	27
41230-000 Retirement			467	467
41240-000 Workers Compensation			90	90
41250-000 Other Employee Benefits			0	0
<b>Total Salaries and Benefits</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,268</b>	<b>\$3,268</b>

**Services and Supplies**

42150-000 Miscellaneous Contract Services			\$13,500	\$13,500
42160-000 Other Government Services			18,000	18,000
42218-000 General Repair & Maintenance		<i>Department 403</i>	1,500	1,500
42335-000 Training		<i>Moved from</i>	2,000	2,000
42340-000 Travel Expense, Meals		<i>General Fund 100</i>	100	100
43115-000 Operating Supplies			750	750
43120-000 Small Tools & Equipment			150	150
<b>Total Services and Supplies</b>	<b>\$0</b>	<b>\$0</b>	<b>\$36,000</b>	<b>\$36,000</b>

**Total Appropriations**

	<b>\$0</b>	<b>\$0</b>	<b>\$39,268</b>	<b>\$39,268</b>
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**Interfund Transfers**

39999-000 Transfer In - Retirement Fund	\$0	\$0	\$15,758	\$15,758
39999-000 Transfer In - General Fund	0	0	83,020	83,020
<b>Total Transfers In</b>	<b>\$0</b>	<b>\$0</b>	<b>\$98,778</b>	<b>\$98,778</b>

49999-000 Transfers Out

<b>Total Transfers Out</b>	<b>\$236,451</b>	<b>\$216,383</b>	<b>\$0</b>	<b>\$0</b>
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**Net Revenue (Cost)**

	<b>(\$47,492)</b>	<b>(\$17,230)</b>	<b>\$0</b>	<b>\$0</b>
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**FINAL BUDGET FY 2016-2017**

**MEASURE M SALES TAX (212-000)**

**GOALS & OBJECTIVES:**

**ALLOCATED POSITIONS:** None

**BUDGET LINE ITEM COMMENTS/DETAILS:**

**Revenues:**

31330-000 - Sales Tax: Allocation from County of Sonoma \$70,000.

**Expenditures:**

**CITY OF CLOVERDALE**  
**Final Budget**  
**Fiscal Year 2016-2017**

**Fund 212-Measure M Sales Tax**

**Financing Sources**

**Revenues**

	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
31330-000 Sales Tax	\$68,000	\$69,841	\$70,000	\$70,000
<b>Total Revenues</b>	<b>\$68,000</b>	<b>\$69,841</b>	<b>\$70,000</b>	<b>\$70,000</b>

**Financing Uses**

**Expenditures**

42130-000 Engineering Services	\$0	\$1,656	\$0	\$0
42150-000 Misc Contract Services	145,000	89,215	0	0
<b>Total Expenditures</b>	<b>\$145,000</b>	<b>\$90,871</b>	<b>\$0</b>	<b>\$0</b>

**Interfund Transfers**

49999-000 Transfers Out (SR2S)	\$92,558	71,895	\$0	\$0
49999-000 Transfers Out (Grn Vly Consulting)	0	10,834	0	0
<b>Total Transfers Out</b>	<b>\$92,558</b>	<b>\$82,729</b>	<b>\$0</b>	<b>\$0</b>

<b>Net Revenue (Cost)</b>	<b>(\$169,558)</b>	<b>(\$103,759)</b>	<b>\$70,000</b>	<b>\$70,000</b>
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CITY OF  
CLOVERDALE  
**FINAL BUDGET FY 2016-2017**

**CDBG FUND (224-000)**

**GOALS & OBJECTIVES:** Provide grant funding for Community Development projects

**ALLOCATED POSITIONS:** None

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42150-000 - Miscellaneous Contract Services: ADA Improvements on South Cloverdale Blvd. \$48,353, ADA Sidewalk extension on Cloverdale Blvd. \$120,000.  
Total \$168,353.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 224-CDBG**

**Financing Sources**

<b><u>Revenues</u></b>	<b><u>Budget 2014-2015</u></b>	<b><u>Projected Actual 6/30/2016</u></b>	<b><u>Dept Request</u></b>	<b><u>2016-2017 Adopted Budget</u></b>
33110-000 Grants	\$140,563	\$21,863	\$0	\$0
36620-000 ADA Project 13/14 Grant	10,000	25,000	0	0
36620-000 ADA Project 14/15 Grant	0	0	48,353	48,353
36620-000 ADA Project 15/16 Grant	0	0	120,000	120,000
<b>Total Revenues</b>	<b>\$150,563</b>	<b>\$46,863</b>	<b>\$168,353</b>	<b>\$168,353</b>
<b>Transfers In</b>				
39999-000 Operating Transfer In	\$0	\$19,420	\$0	\$0
<b>Total Transfers In</b>	<b>\$0</b>	<b>\$19,420</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Revenues and Transfers In</b>	<b>\$150,563</b>	<b>\$66,283</b>	<b>\$168,353</b>	<b>\$168,353</b>
<b><u>Financing Uses</u></b>				
<b><u>Expenditures</u></b>				
42150-000 Miscellaneous Contract Services (ADA 13/14)	\$130,000	\$44,420	\$0	\$0
42150-000 Miscellaneous Contract Services (ADA 14/15)	0	0	48,353	48,353
42150-000 Miscellaneous Contract Services (ADA 15/16)	0	0	120,000	120,000
<b>Total Expenditures</b>	<b>\$130,000</b>	<b>\$44,420</b>	<b>\$168,353</b>	<b>\$168,353</b>
<b><u>Interfund Transfers</u></b>				
49999-000 Transfers Out	\$0	\$1,300	\$0	\$0
<b>Total Transfers Out</b>	<b>\$0</b>	<b>\$1,300</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Appropriations</b>	<b>\$130,000</b>	<b>\$45,720</b>	<b>\$168,353</b>	<b>\$168,353</b>
<b>Net Revenue (Cost)</b>	<b>\$20,563</b>	<b>\$1,143</b>	<b>\$0</b>	<b>\$0</b>



**FINAL BUDGET FY 2016-2017**

**LANDSCAPING AND LIGHTING ASSESSMENT**

**JEFFERSON SPRINGS ( FUND 231)**

**GOALS & OBJECTIVES:** To provide street lighting and greenery in various assessment areas.

**ALLOCATED POSITIONS:**

City Manager	0.0033	Park & Landscape Maintenance Assistant	0.0230
Public Works Director	0.0033	Public Works Utility Worker II	0.0105
Accountant/Analyst	0.0033	Public Works Utility Worker I	<u>0.0105</u>
Parks & Landscape Maintenance Lead	0.0270	<b>Total FTEs</b>	<b><u>0.0809</u></b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42130-000 - Engineering Services: Legal report preparation and County process to assess \$820.

42150-000 - Misc Contract Services: CalFire work crews \$450.

42216-000 - Vehicle Repair: \$250

42218-000 - General Repair & Maintenance: \$300.

42335-000 - Training, Conferences, Tuition: \$75.

43115-000 - Operating Supplies: Pesticides, plant replacement, irrigation parts, soil \$700.

43120-000 - Small Tools & Equipment: \$75.

43130-000 - Fuel: \$175.

43145-000 - Utilities - Water: \$575.

49160-000 - Contingency: \$1,425.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 231-Landscape & Lighting Assessments**  
**Jefferson Springs - Zone 1**  
**Department 800 - Operations**

<b><u>Revenues</u></b>	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
35510-000 Assessments - Jefferson Springs	\$9,545	\$9,222	\$9,545	\$9,545
36110-000 Interest Income	0	36	50	50
39999-000 Operating Transfer In (PERS)	1,443	1,308	1,632	1,632
<b>Total Revenues</b>	<b>\$10,988</b>	<b>\$10,566</b>	<b>\$11,226</b>	<b>\$11,226</b>
<b><u>Financing Uses</u></b>				
<b><u>Salaries and Employee Benefits</u></b>				
41110-000 Regular Employees	\$6,014	\$5,195	\$6,219	\$6,219
41210-000 Insurance Benefits	1,819	1,439	1,947	1,947
41220-000 Social Security	87	83	90	90
41230-000 Retirement	1,443	1,363	1,682	1,682
41240-000 Workers Compensation	209	204	327	327
41250-000 Other Employee Benefits	0	285	350	350
<b>Total Salaries and Benefits</b>	<b>\$9,572</b>	<b>\$8,569</b>	<b>\$10,615</b>	<b>\$10,615</b>
<b><u>Services and Supplies</u></b>				
42130-000 Engineering Services	\$784	\$968	\$820	\$820
42150-000 Misc Contract Services	350	70	450	450
42210-000 Computer Maintenance	77	77	0	0
42216-000 Vehicle Repair	0	189	250	250
42218-000 General Repair & Maintenance	300	0	300	300
42335-000 Training, Conferences, Tuition	75	0	75	75
43115-000 Operating Supplies	900	608	700	700
43120-000 Small Tools & Equipment	100	155	75	75
43130-000 Fuel	220	168	175	175
43145-000 Utilities-Water	900	473	575	575
49160-000 Contingency	1,013	0	1,425	1,425
<b>Total Services and Supplies</b>	<b>\$4,719</b>	<b>\$2,707</b>	<b>\$4,845</b>	<b>\$4,845</b>
<b>Total Appropriations</b>	<b>\$14,291</b>	<b>\$11,276</b>	<b>\$15,460</b>	<b>\$15,460</b>
<b><u>Interfund Transfers</u></b>				
49999-000 Transfer to General Fund for Overhead/Admin	\$339	\$339	\$210	\$210
<b>Total Transfers Out</b>	<b>\$339</b>	<b>\$339</b>	<b>\$210</b>	<b>\$210</b>
<b>Net Revenue (Cost)</b>	<b>(\$3,642)</b>	<b>(\$1,049)</b>	<b>(\$4,444)</b>	<b>(\$4,444)</b>



**FINAL BUDGET FY 2016-2017**

**LANDSCAPING AND LIGHTING ASSESSMENT**

**VINTAGE MEADOWS (FUND 232)**

**GOALS & OBJECTIVES:** To provide street lighting and greenery in various assessment areas.

**ALLOCATED POSITIONS:**

City Manager	0.0115	Park & Landscape Maintenance Assistant	0.0600
Public Works Director	0.0115	Public Works Utility Worker II	0.0255
Accountant/Analyst	0.0115	Public Works Utility Worker I	<u>0.0255</u>
Parks & Landscape Maintenance Lead	0.1050	<b>Total FTEs</b>	<b>0.2505</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42130-000 - Engineering Services: Legal report preparation and County process to assess \$3,506.

42150-000 - Misc Contract Services: CalFire work crews, mowing contract, tree trimming \$15,200.

42216-000 - Vehicle Repairs: \$365

42218-000 - General Repair & Maintenance: \$600.

42335-000 - Training, Conferences, Tuition: \$150.

43115-000 - Operating Supplies: Pesticides, plant replacement, irrigation parts, soil \$2,000

43120-000 - Small Tools & Equipment: \$400.

43130-000 - Fuel: \$275.

43135-000 - Utilities Gas & Electric: \$325.

43145-000 - Utilities - Water: \$3,875.

49160-000 - Contingency: \$3,047.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 232-Landscape & Lighting Assessments**

**Vintage Meadows - Zone 2**

**Department 800 - Operations**

	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
<b>Revenues</b>				
35510-000 Assessments - Vintage Meadows	\$56,189	\$53,933	\$56,189	\$56,189
36110-000 Interest Income	0	17	50	50
39999-000 Operating Transfer In (PERS)	4,547	4,177	5,155	5,155
<b>Total Revenues</b>	<b>\$60,736</b>	<b>\$58,128</b>	<b>\$61,393</b>	<b>\$61,393</b>

**Financing Uses**

**Salaries and Employee Benefits**

41110-000 Regular Employees	\$19,013	\$17,181	\$19,651	\$19,651
41210-000 Insurance Benefits	5,478	4,634	5,863	5,863
41220-000 Social Security	276	273	285	285
41230-000 Retirement	4,547	4,403	5,314	5,314
41240-000 Workers Compensation	659	643	1,032	1,032
41250-000 Other Employee Benefits	0	995	1,175	1,175
<b>Total Salaries and Benefits</b>	<b>\$29,973</b>	<b>\$28,128</b>	<b>\$33,320</b>	<b>\$33,320</b>

**Services and Supplies**

42130-000 Engineering Services	\$3,379	\$4,174	\$3,506	\$3,506
42150-000 Misc Contract Services	15,200	15,200	15,200	15,200
42210-000 Computer Maintenance	239	234	0	0
42216-000 Vehicle Repairs	0	297	365	365
42218-000 General Repair & Maintenance	600	928	600	600
42335-000 Training, Conferences, Tuition	150	0	150	150
43115-000 Operating Supplies	2,000	4,269	2,000	2,000
43120-000 Small Tools & Equipment	400	862	400	400
43130-000 Fuel	350	290	275	275
43135-000 Utilities-Gas & Electric	400	325	325	325
43145-000 Utilities-Water	4,200	3,201	3,875	3,875
49160-000 Contingency	1,898	0	3,047	3,047
<b>Total Services and Supplies</b>	<b>\$28,816</b>	<b>\$29,780</b>	<b>\$29,743</b>	<b>\$29,743</b>

**Total Appropriations**

<b>\$58,789</b>	<b>\$57,908</b>	<b>\$63,063</b>	<b>\$63,063</b>
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**Interfund Transfers**

49999-000 Transfer to General Fund for Overhead/Admin	\$1,032	\$1,032	\$933	\$933
<b>Total Transfers Out</b>	<b>\$1,032</b>	<b>\$1,032</b>	<b>\$933</b>	<b>\$933</b>

**Net Revenue (Cost)**

<b>\$915</b>	<b>(\$812)</b>	<b>(\$2,603)</b>	<b>(\$2,603)</b>
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**FINAL BUDGET FY 2016-2017**

**LANDSCAPING AND LIGHTING ASSESSMENT**

**THE COTTAGES (FUND 233)**

**GOALS & OBJECTIVES:** To provide street lighting and greenery in various assessment areas.

**ALLOCATED POSITIONS:**

City Manager	0.0242	Park & Landscape Maintenance Assistant	0.1100
Public Works Director	0.0242	Public Works Utility Worker II	0.0185
Accountant/Analyst	0.0242	Public Works Utility Worker I	<u>0.0185</u>
Parks & Landscape Maintenance Lead	0.1670	<b>Total FTEs</b>	<b>0.3866</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42130-000 - Engineering Services: Legal report preparation and County process to assess \$4,794.

42150-000 - Misc Contract Services: CalFire work crews \$6,950.

42216-000 - Vehicle Repairs: \$525.

42218-000 - General Repair & Maintenance: \$600.

42335-000 - Training, Conferences, Tuition: \$210.

43115-000 - Operating Supplies: Pesticides, plant replacement, irrigation parts, soil \$1,750.

43120-000 - Small Tools & Equipment: \$100.

43130-000 - Fuel: \$375.

43135-000 - Utilities Gas & Electric: \$600.

43145-000 - Utilities - Water: \$13,103.

49160-000 - Contingency: \$4,167.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 233-Landscape & Lighting Assessments**

**The Cottages - Zone 3**

**Department 800 - Operations**

**Revenues**

	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
35510-000 Assessments - The Cottages	\$67,915	\$66,590	\$78,102	\$78,102
36110-000 Interest Income	0	13	15	15
39999-000 Operating Transfer In (PERS)	7,189	6,591	8,222	8,222
<b>Total Revenues</b>	<b>\$75,104</b>	<b>\$73,194</b>	<b>\$86,339</b>	<b>\$86,339</b>

**Financing Uses**

**Salaries and Employee Benefits**

41110-000 Regular Employees	\$30,411	\$26,776	\$31,365	\$31,365
41210-000 Insurance Benefits	8,423	6,941	9,016	9,016
41220-000 Social Security	441	428	455	455
41230-000 Retirement	7,189	6,863	8,476	8,476
41240-000 Workers Compensation	1,055	1,029	1,647	1,647
41250-000 Other Employee Benefits	0	1,713	2,145	2,145
<b>Total Salaries and Benefits</b>	<b>\$47,519</b>	<b>\$43,750</b>	<b>\$53,104</b>	<b>\$53,104</b>

**Services and Supplies**

42130-000 Engineering Services	\$4,565	\$5,653	\$4,794	\$4,794
42150-000 Misc Contract Services	6,700	6,869	6,950	6,950
42210-000 Computer Maintenance	370	365	0	0
42216-000 Vehicle Repair	0	375	525	525
42218-000 General Repair & Maintenance	600	0	600	600
42335-000 Training, Conferences, Tuition	210	0	210	210
43115-000 Operating Supplies	3,200	1,489	1,750	1,750
43120-000 Small Tools & Equipment	200	367	100	100
43130-000 Fuel	500	368	375	375
43135-000 Utilities-Gas & Electric	620	563	600	600
43145-000 Utilities-Water	12,600	9,708	13,103	13,103
49130-000 Trail Project	0	4,330	0	0
49160-000 Contingency	4,608	0	4,167	4,167
<b>Total Services and Supplies</b>	<b>\$34,173</b>	<b>\$30,086</b>	<b>\$33,174</b>	<b>\$33,174</b>

**Total Appropriations**

	<b>\$81,692</b>	<b>\$73,836</b>	<b>\$86,278</b>	<b>\$86,278</b>
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**Interfund Transfers**

49999-000 Transfer to General Fund for Overhead/Admin	\$945	\$945	\$1,231	\$1,231
<b>Total Transfers Out</b>	<b>\$945</b>	<b>\$945</b>	<b>\$1,231</b>	<b>\$1,231</b>

**Net Revenue (Cost)**

	<b>(\$7,533)</b>	<b>(\$1,587)</b>	<b>(\$1,170)</b>	<b>(\$1,170)</b>
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**FINAL BUDGET FY 2016-2017**

**LANDSCAPING AND LIGHTING ASSESSMENT**

**VINEYARDS AT CLOVERDALE (FUND 234)**

**GOALS & OBJECTIVES:** To provide street lighting and greenery in various assessment areas.

**ALLOCATED POSITIONS:**

City Manager	0.0029	Park & Landscape Maintenance Assistant	0.0200
Public Works Director	0.0029	Public Works Utility Worker II	0.0020
Accountant/Analyst	0.0029	Public Works Utility Worker I	<u>0.0020</u>
Parks & Landscape Maintenance Lead	0.0280	<b>Total FTEs</b>	<b>0.0607</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42130-000 - Engineering Services: Legal report preparation and County process to assess \$625.

42150-000 - Misc Contract Services: CalFire work crews \$50.

42216-000 - Vehicle Repairs: \$100.

42218-000 - General Repair & Maintenance: \$260.

42335-000 - Training, Conferences, Tuition: \$40.

43115-000 - Operating Supplies: Pesticides, plant replacement, irrigation parts, soil \$200.

43120-000 - Small Tools & Equipment: \$100.

43130-000 - Fuel: \$100.

43135-000 - Utilities Gas & Electric: \$225.

43145-000 - Utilities - Water: \$803.

49160-000 - Contingency: \$1,086.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 234-Landscape & Lighting Assessments**

**Vineyards at Cloverdale - Zone 4**

**Department 800 - Operations**

	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
35510-000 Assessments - Vineyards at Cloverdale	\$7,836	\$7,438	\$7,836	\$7,836
36110-000 Interest Income	0	19	50	50
39999-000 Operating Transfer In (PERS)	1,121	1,083	1,272	1,272
<b>Total Revenues</b>	<b>\$8,957</b>	<b>\$8,540</b>	<b>\$9,158</b>	<b>\$9,158</b>

**Financing Uses**

**Salaries and Employee Benefits**

41110-000 Regular Employees	\$4,692	\$3,356	\$4,848	\$4,848
41210-000 Insurance Benefits	1,309	896	1,401	1,401
41220-000 Social Security	68	54	70	70
41230-000 Retirement	1,121	882	1,311	1,311
41240-000 Workers Compensation	163	119	255	255
41250-000 Other Employee Benefits	0	231	315	315
<b>Total Salaries and Benefits</b>	<b>\$7,353</b>	<b>\$5,538</b>	<b>\$8,200</b>	<b>\$8,200</b>

**Services and Supplies**

42130-000 Engineering Services	\$613	\$760	\$625	\$625
42150-000 Misc Contract Services	50	0	50	50
42210-000 Computer Maintenance	58	59	0	0
42216-000 Vehicle Repairs	0	93	100	100
42218-000 General Repair & Maintenance	260	0	260	260
42335-000 Training, Conferences, Tuition	40	0	40	40
43115-000 Operating Supplies	200	1,571	200	200
43120-000 Small Tools & Equipment	100	100	100	100
43130-000 Fuel	100	64	100	100
43135-000 Utilities-Gas & Electric	100	180	225	225
43145-000 Utilities-Water	1,500	590	803	803
49160-000 Contingency	793	0	1,086	1,086
<b>Total Services and Supplies</b>	<b>\$3,814</b>	<b>\$3,418</b>	<b>\$3,589</b>	<b>\$3,589</b>

**Total Appropriations**

	<b>\$11,167</b>	<b>\$8,955</b>	<b>\$11,789</b>	<b>\$11,789</b>
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**Interfund Transfers**

49999-000 Transfer to General Fund for Overhead/Admin	\$144	\$144	\$159	\$159
<b>Total Transfers Out</b>	<b>\$144</b>	<b>\$144</b>	<b>\$159</b>	<b>\$159</b>

**Net Revenue (Cost)**

	<b>(\$2,354)</b>	<b>(\$559)</b>	<b>(\$2,790)</b>	<b>(\$2,790)</b>
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**FINAL BUDGET FY 2016-2017**

**LANDSCAPING AND LIGHTING ASSESSMENT**

**IOLI RANCH (FUND 235)**

**GOALS & OBJECTIVES:** To provide street lighting and greenery in various assessment areas.

**ALLOCATED POSITIONS:**

City Manager	0.0014	Park & Landscape Maintenance Assistant	0.0075
Public Works Director	0.0014	Public Works Utility Worker II	0.0010
Accountant/Analyst	0.0014	Public Works Utility Worker I	<u>0.0010</u>
Parks & Landscape Maintenance Lead	0.0085	<b>Total FTEs</b>	<b><u>0.0222</u></b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42130-000 - Engineering Services: Legal report preparation and County process to assess \$279.

42216-000 - Vehicle Repairs: \$100

42218-000 - General Repair & Maintenance: \$120.

42335-000 - Training, Conferences, Tuition: \$15.

43115-000 - Operating Supplies: Pesticides, plant replacement, irrigation parts, soil \$100.

43120-000 - Small Tools & Equipment: \$75.

43130-000 - Fuel: \$75.

43135-000 - Utilities Gas & Electric: \$125.

43145-000 - Utilities - Water: \$824.

49160-000 - Contingency: \$0.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 235-Landscape & Lighting Assessments**

**Ioli Ranch - Zone 5**

**Department 800 - Operations**

**Revenues**

	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
35510-000 Assessments - Ioli Ranch	\$4,767	\$4,775	\$5,028	\$5,028
36110-000 Interest Income	0	0	0	0
39999-000 Operating Transfer In (PERS)	465	541	470	470
<b>Total Revenues</b>	<b>\$5,232</b>	<b>\$5,316</b>	<b>\$5,499</b>	<b>\$5,499</b>

**Financing Uses**

**Salaries and Employee Benefits**

41110-000 Regular Employees	\$1,958	\$2,049	\$1,795	\$1,795
41210-000 Insurance Benefits	555	588	526	526
41220-000 Social Security	28	33	26	26
41230-000 Retirement	465	531	485	485
41240-000 Workers Compensation	68	66	94	94
41250-000 Other Employee Benefits	0	105	135	135
<b>Total Salaries and Benefits</b>	<b>\$3,074</b>	<b>\$3,371</b>	<b>\$3,061</b>	<b>\$3,061</b>

**Services and Supplies**

42130-000 Engineering Services	\$277	\$346	\$279	\$279
42210-000 Computer Maintenance	24	23	0	0
42216-000 Vehicle Repairs	0	80	100	100
42218-000 General Repair & Maintenance	120	1,000	120	120
42335-000 Training, Conferences, Tuition	13	0	15	15
43115-000 Operating Supplies	120	123	100	100
43120-000 Small Tools & Equipment	75	86	75	75
43130-000 Fuel	80	63	75	75
43135-000 Utilities-Gas & Electric	100	112	125	125
43145-000 Utilities-Water	800	1,592	824	824
49160-000 Contingency	367	0	0	0
<b>Total Services and Supplies</b>	<b>\$1,976</b>	<b>\$3,426</b>	<b>\$1,713</b>	<b>\$1,713</b>

**Total Appropriations**

<b>\$5,050</b>	<b>\$6,797</b>	<b>\$4,774</b>	<b>\$4,774</b>
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**Interfund Transfers**

49999-000 Transfer to General Fund for Overhead/Admin	\$186	\$186	\$77	\$77
<b>Total Transfers Out</b>	<b>\$186</b>	<b>\$186</b>	<b>\$77</b>	<b>\$77</b>

**Net Revenue (Cost)**

<b>(\$4)</b>	<b>(\$1,666)</b>	<b>\$648</b>	<b>\$648</b>
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**FINAL BUDGET FY 2016-2017**

**LANDSCAPING AND LIGHTING ASSESSMENT**

**BROOKSIDE TERRACE (FUND 236)**

**GOALS & OBJECTIVES:** To provide street lighting and greenery in various assessment areas.

**ALLOCATED POSITIONS:**

City Manager	0.0022	Park & Landscape Maintenance Assistant	0.0120
Public Works Director	0.0022	Public Works Utility Worker II	0.0025
Accountant/Analyst	0.0022	Public Works Utility Worker I	<u>0.0025</u>
Parks & Landscape Maintenance Lead	0.0170	<b>Total FTEs</b>	<b>0.0406</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42130-000 - Engineering Services: Legal report preparation and County process to assess \$477.

42218-000 - Vehicle Repairs: \$125.

42218-000 - General Repair & Maintenance: \$70.

42335-000 - Training, Conferences, Tuition: \$30.

43115-000 - Operating Supplies: Pesticides, plant replacement, irrigation parts, soil \$75.

43120-000 - Small Tools & Equipment: \$30.

43130-000 - Fuel: \$75.

43135-000 - Utilities Gas & Electric: \$120.

43145-000 - Utilities - Water: \$1,658.

49160-000 - Contingency: \$530.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 236-Landscape & Lighting Assessments**  
**Brookside Terrace - Zone 6**  
**Department 800 - Operations**

	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
<b><u>Revenues</u></b>				
35510-000 Assessments - Brookside Terrace	\$7,881	\$7,608	\$8,312	\$8,312
36110-000 Interest Income	0	0	0	0
39999-000 Operating Transfer In (PERS)	747	715	851	851
<b>Total Revenues</b>	<b>\$8,628</b>	<b>\$8,323</b>	<b>\$9,163</b>	<b>\$9,163</b>

**Financing Uses**

**Salaries and Employee Benefits**

41110-000 Regular Employees	\$3,142	\$2,800	\$3,244	\$3,244
41210-000 Insurance Benefits	888	741	951	951
41220-000 Social Security	46	44	47	47
41230-000 Retirement	747	732	877	877
41240-000 Workers Compensation	109	106	170	170
41250-000 Other Employee Benefits	0	171	215	215
<b>Total Salaries and Benefits</b>	<b>\$4,932</b>	<b>\$4,595</b>	<b>\$5,504</b>	<b>\$5,504</b>

**Services and Supplies**

42130-000 Engineering Services	\$425	\$539	\$477	\$477
42210-000 Computer Maintenance	39	36	0	0
42116-000 Vehicle Repair	0	93	125	125
42218-000 General Repair & Maintenance	70	0	70	70
42335-000 Training, Conferences, Tuition	30	0	30	30
43115-000 Operating Supplies	100	59	75	75
43120-000 Small Tools & Equipment	70	49	30	30
43130-000 Fuel	100	72	75	75
43135-000 Utilities-Gas & Electric	120	112	120	120
43145-000 Utilities-Water	1,300	1,239	1,658	1,658
49160-000 Contingency	695	0	530	530
<b>Total Services and Supplies</b>	<b>\$2,949</b>	<b>\$2,199</b>	<b>\$3,190</b>	<b>\$3,190</b>

**Total Appropriations**

	<b>\$7,881</b>	<b>\$6,794</b>	<b>\$8,694</b>	<b>\$8,694</b>
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**Interfund Transfers**

49999-000 Transfer to General Fund for Overhead/Admin	\$69	\$69	\$122	\$122
<b>Total Transfers Out</b>	<b>\$69</b>	<b>\$69</b>	<b>\$122</b>	<b>\$122</b>

**Net Revenue (Cost)**

	<b>\$678</b>	<b>\$1,459</b>	<b>\$347</b>	<b>\$347</b>
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**FINAL BUDGET FY 2016-2017**

**LANDSCAPING AND LIGHTING ASSESSMENT**

**SUNRISE HILLS (FUND 237)**

**GOALS & OBJECTIVES:** To provide street lighting and greenery in various assessment areas.

**ALLOCATED POSITIONS:**

City Manager	0.0045	Park & Landscape Maintenance Assistant	0.0355
Public Works Director	0.0045	Public Works Utility Worker II	0.0045
Accountant/Analyst	0.0045	Public Works Utility Worker I	<u>0.0045</u>
Parks & Landscape Maintenance Lead	0.0385	<b>Total FTEs</b>	<b><u>0.0965</u></b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42130-000 - Engineering Services: Legal report preparation and County process to assess \$1,098.

42150-000 - Misc Contract Services: CalFire work crews \$300.

42216-000 - Vehicle Repairs: \$225.

42218-000 - General Repair & Maintenance: \$100.

42335-000 - Training, Conferences, Tuition: \$60.

43115-000 - Operating Supplies: Pesticides, plant replacement, irrigation parts, soil \$1,750.

43120-000 - Small Tools & Equipment: \$100.

43130-000 - Fuel: \$150.

43145-000 - Utilities - Water: \$2,000.

49160-000 - Contingency: \$1,964.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 237-Landscape & Lighting Assessments**

**Sunrise Hills - Zone 7**

**Department 800 - Operations**

**Revenues**

	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
35510-000 Assessments - Sunrise Hills	\$21,044	\$18,653	\$21,044	\$21,044
36110-000 Interest Income	0	1	5	5
39999-000 Operating Transfer In (PERS)	1,712	2,125	2,002	2,002
<b>Total Revenues</b>	<b>\$22,756</b>	<b>\$20,779</b>	<b>\$23,051</b>	<b>\$23,051</b>

**Financing Uses**

**Salaries and Employee Benefits**

41110-000 Regular Employees	\$7,171	\$6,488	\$7,634	\$7,634
41210-000 Insurance Benefits	2,061	1,769	2,274	2,274
41220-000 Social Security	104	104	111	111
41230-000 Retirement	1,712	1,871	2,064	2,064
41240-000 Workers Compensation	249	243	401	401
41250-000 Other Employee Benefits	0	394	545	545
<b>Total Salaries and Benefits</b>	<b>\$11,297</b>	<b>\$10,870</b>	<b>\$13,029</b>	<b>\$13,029</b>

**Services and Supplies**

42130-000 Engineering Services	\$1,155	\$1,382	\$1,098	\$1,098
42150-000 Misc Contract Services	3,800	3,880	300	300
42210-000 Computer Maintenance	89	90	0	0
42216-000 Vehicle Repairs	0	172	225	225
42218-000 General Repair & Maintenance	200	0	100	100
42335-000 Training, Conferences, Tuition	60	0	60	60
43115-000 Operating Supplies	1,200	433	1,750	1,750
43120-000 Small Tools & Equipment	170	143	100	100
43130-000 Fuel	200	156	150	150
43135-000 Utilities-Gas & Electric	200	0	0	0
43145-000 Utilities-Water	1,100	2,804	2,000	2,000
49160-000 Contingency	1,573	0	1,964	1,964
<b>Total Services and Supplies</b>	<b>\$9,747</b>	<b>\$9,060</b>	<b>\$7,747</b>	<b>\$7,747</b>

**Total Appropriations**

	<b>\$21,044</b>	<b>\$19,930</b>	<b>\$20,776</b>	<b>\$20,776</b>
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**Interfund Transfers**

49999-000 Transfer to General Fund for Overhead/Admin	\$285	\$285	\$268	\$268
<b>Total Transfers Out</b>	<b>\$285</b>	<b>\$285</b>	<b>\$268</b>	<b>\$268</b>

**Net Revenue (Cost)**

	<b>\$1,427</b>	<b>\$565</b>	<b>\$2,007</b>	<b>\$2,007</b>
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CITY OF  
CLOVERDALE

**FINAL BUDGET FY 2016-2017**

**WATER FUND (FUND 600)**

**GOALS & OBJECTIVES:** Provide safe drinking water for City.

**Revenues**

34420-000 - Water Charges: \$2,775,000.

34421-000 - Penalties: \$18,300.

34422-000 - Meter Installation: \$200.

34423-000 - Water Turn On/Off: \$48,700.

34424-000 - Hydrant Inspection: \$1,940.

36110-000 - Interest Income: \$1,400.

36615-000 - Water Meter Sales: \$1,300.

36620-000 - Refunds & Reimbursements: \$5,200

**Transfers**

39999-000 - Inter-fund Transfers In: Retirement Fund \$132,722.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 600-Water Enterprise Fund**

<b><u>Financing Sources</u></b>	<b>2015-2016</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
<b><u>Revenues</u></b>	<b>Council</b>	<b>Actual</b>	<b>Request</b>	<b>Adopted</b>
	<b><u>Adopt</u></b>	<b><u>6/30/2016</u></b>		<b><u>Budget</u></b>
34420-000 Water Charges	\$2,405,816	\$2,303,859	\$2,775,000	\$2,775,000
34421-000 Penalties	17,775	21,936	18,300	18,300
34422-000 Meter Installation	200	51	200	200
34423-000 Water Turn On/Off	47,250	44,800	48,700	48,700
34424-000 Hydrant Inspection	0	2,328	1,940	1,940
36110-000 Interest Income	1,200	1,983	1,400	1,400
36615-000 Water Meter Sales	1,240	0	1,300	1,300
36620-000 Refunds & Reimbursements	5,000	6,235	5,200	5,200
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Revenues</b>	<b>\$2,478,481</b>	<b>\$2,381,193</b>	<b>\$2,852,040</b>	<b>\$2,852,040</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<b><u>Fund 600-Water Enterprise Fund</u></b>				
<b><u>Interfund Transfers</u></b>				
39999-000 Interfund Transfers In	\$142,813	\$113,451	\$132,722	\$132,722
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<b>Total Transfers In</b>	<b>\$142,813</b>	<b>\$113,451</b>	<b>\$132,722</b>	<b>\$132,722</b>
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<b>Total Financing Sources</b>	<b>\$2,621,294</b>	<b>\$2,494,644</b>	<b>\$2,984,762</b>	<b>\$2,984,762</b>
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**FINAL BUDGET FY 2016-2017**

**WATER FUND (FUND 600)**

**DEBT SERVICE (DEPARTMENT 200)**

**Principal & Interest**

42365-052 - Principal: 1993 DWR CSDW Loan \$94,790

42370-052 - Interest: 1993 DWR CSDW Loan \$31,299

42365-054 - Principal: City National Bank \$170,000

42370-054 - Interest: City National Bank \$18,561

42365-058 - Principal: 2014 USDA Water System Imp Bonds \$60,000

42370-058 - Interest: USDA Water System Imp Bonds \$108,406

**BILLING & REVENUE (DEPARTMENT 202)**

**ALLOCATED POSITIONS:**

Finance Manager	0.40	Accounting Assistant II	0.50
Accountant/Analyst	0.40	Office Specialist	<u>0.40</u>
Accounting Technician	0.50	<b>Total FTEs</b>	<b>2.20</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42122-000 - Banking Fees: Credit card fees, returned check charges \$8,000.

42135-000 - Other Professional Services: Temporary Help \$10,000.

42150-000 - Misc Contract Services: Handheld device software maintenance \$750, Check scanner software maintenance \$750. Total \$1,500.

42210-000 - Computer Maintenance: Financial System upgrade \$5,000.

42320-000 - Postage & Shipping: Postage & printing monthly utility bills \$12,500.

42335-000 - Training, Conferences, Tuition: \$300

42340-000 - Travel Expense, Meals: \$150

43110-000 - Office Supplies: \$350

43120-000 - Small Tools & Equipment: Miscellaneous \$400.

**CITY OF CLOVERDALE**  
**Final Budget**  
**Fiscal Year 2016-2017**

**Fund 600-Water Enterprise Fund**  
**Financing Uses**

		<b>2015-2016</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
		<b>Council</b>	<b>Actual</b>	<b>Request</b>	<b>Adopted</b>
		<b><u>Adopt</u></b>	<b><u>6/30/2016</u></b>	<b><u>Request</u></b>	<b><u>Budget</u></b>
<b><u>Department 200-Water Debt Service</u></b>					
<b><u>Principal &amp; Interest</u></b>					
42365-052	Principal - 1993 DWR CSDW Loan	\$91,919	\$91,919	\$94,790	\$94,790
42365-054	Principal - 2014 City National Bank	167,000	167,000	170,000	170,000
42365-058	Principal - 2014 USDA Water System Imp Bonds	58,000	58,000	60,000	60,000
42370-000	Interest - Sewer Fund Loan	0	2,184	0	0
42370-052	Interest - 1993 DWR CSDW Loan	34,169	33,277	31,299	31,299
42370-054	Interest - 2014 City National Bank	22,437	20,499	18,561	18,561
42370-058	Interest - 2014 USDA Water System Imp Bonds	110,000	98,583	108,406	108,406
<b>Total Principal &amp; Interest</b>		<b>\$483,525</b>	<b>\$471,462</b>	<b>\$483,056</b>	<b>\$483,056</b>
<b><u>Department 202- Billing &amp; Revenue</u></b>					
<b><u>Salaries and Employee Benefits</u></b>					
41110-000	Regular Employees	\$157,893	\$114,570	\$109,809	\$109,809
41120-000	Part-Time Wages	0	21,641	21,113	21,113
41130-000	4850 & IOD Wages	0	0	0	0
41140-000	Overtime	5,500	1,623	5,500	5,500
41145-000	Benefit Buyouts	0	11,470	0	0
41210-000	Insurance Benefits	56,549	46,443	55,100	55,100
41220-000	Social Security	2,369	2,166	1,978	1,978
41230-000	Retirement	31,610	27,187	25,899	25,899
41240-000	Workers Compensation	5,477	5,343	6,873	6,873
41250-000	Other Employee Benefits	0	384	0	0
<b>Total Salaries and Benefits</b>		<b>\$259,398</b>	<b>\$230,826</b>	<b>\$226,272</b>	<b>\$226,272</b>
<b><u>Services and Supplies</u></b>					
42122-000	Banking Fees	\$7,000	\$7,538	\$8,000	\$8,000
42135-000	Other Professional Services	2,000	62,392	10,000	10,000
42150-000	Miscellaneous Contract Services	1,300	1,795	1,500	1,500
42210-000	Computer Maintenance	21,419	22,262	5,000	5,000
42216-000	Vehicle Repairs	700	733	0	0
42320-000	Postage & Shipping	10,000	16,224	12,500	12,500
42330-000	Membership Dues	75	0	0	0
42335-000	Training, Conferences, Tution	150	175	300	300
42340-000	Travel Expense, Meals	350	100	150	150
43110-000	Office Supplies	0	303	0	350
43115-000	Operating Supplies	15,000	2,700	0	0
43120-000	Small Tools & Equipment	1,000	350	400	400
<b>Total Services and Supplies</b>		<b>\$58,994</b>	<b>\$114,573</b>	<b>\$37,850</b>	<b>\$38,200</b>
<b>Total Metering &amp; Revenue</b>		<b>\$318,392</b>	<b>\$345,399</b>	<b>\$264,122</b>	<b>\$264,472</b>



**FINAL BUDGET FY 2016-2017**

**WATER FUND (FUND 600)**

**OPERATIONS DEPARTMENT 800)**

**GOALS & OBJECTIVES:** Provide safe drinking water for the City.

**ALLOCATED POSITIONS:**

Council Member (5 @ 25% each)		Senior Water Treatment Plant Operation	1.00
City Manager	0.25	Water Treatment Plant Operator 2	1.00
Assistant City Manager/Comm Dev Director	0.10	Public Works Utility Worker II	1.00
Associate Planner	0.10	Public Works Utility Worker I	0.45
Public Works Director	0.45	Water Meter Reader	0.90
Engineering Tech	0.35	Park & Landscape Maintenance Assistant	<u>0.05</u>
		<b>Total FTEs</b>	<b>5.65</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42135-000 - Other Professional Services: Consulting services \$1,500, Update Watershed Sanitary Survey \$35,000. Total \$36,500.

42150-000 - Miscellaneous Contract Services: Security system \$500, Laboratory testing \$28,000, Underground service alert \$600, Meter calibration \$5,000, Media examination \$5,000, Cathodic protection \$5,000, SCADA System maintenance \$20,000, Leak survey \$2,500, CDF work crews \$1,000, Reservoir inspection \$10,000, Tap masters \$8,000, Fire extinguisher maintenance \$2,000, Annual software support \$3,745, Labor negotiations consultant \$4,560. Total \$95,995.

42160-000 - Other Government Services: CA DPH Operator Certification \$1,000, Water System Fees \$7,500, SWRCB Annual Index fee \$6,000, Share of Russian River Watershed Association \$13,500, HazMat Permit \$2,500, Other \$200. Total \$30,700.

42216-000 - Vehicle Maintenance: \$7,500.

42218-000 - General Repair & Maintenance: Chlorine system service \$4,100, General plant maintenance \$6,000, Pump repairs and maintenance \$17,000, Generator maintenance \$6,000, Leak repairs \$10,000, Miscellaneous \$3,000. Total \$46,100.

42325-000 - Printing & Binding: Customer Emergency Information \$700.

42330-000 - Membership Dues: AWWA \$425.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 600-Water Enterprise Fund**

**Financing Uses**

**Department 800-Water Operations**

**Salaries and Employee Benefits**

	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
41110-000 Regular Employees	\$477,933	\$413,584	\$467,401	\$469,313
41140-000 Overtime	47,000	42,576	47,000	47,000
41145-000 Benefit Buyouts	0	50,000	0	0
41150-000 Standby Wages	44,000	61,734	44,000	44,000
41210-000 Insurance Benefits	118,228	98,011	141,518	141,518
41220-000 Social Security	8,529	8,384	7,738	7,884
41230-000 Retirement	111,203	89,773	110,928	110,928
41240-000 Workers Compensation	16,422	16,021	24,302	24,302
41250-000 Other Employee Benefits	0	3,323	0	0
<b>Total Salaries and Benefits</b>	<b>\$823,315</b>	<b>\$783,405</b>	<b>\$842,887</b>	<b>\$844,945</b>

**Services and Supplies**

42130-000 Engineering Services	\$0	\$11,605	\$0	\$0
42135-000 Other Professional Services	1,500	3,250	36,500	36,500
42150-000 Misc Contract Services	114,920	97,965	95,995	95,995
42150-104 Retiree/COBRA Insurance	8,500	0	0	0
42160-000 Other Government Services	18,200	38,268	30,700	30,700
42216-000 Vehicle Maintenance	5,000	12,000	7,500	7,500
42218-000 General Repair & Maintenance	46,100	46,100	46,100	46,100
42325-000 Printing & Binding	1,500	500	700	700
42330-000 Membership Dues	425	420	425	425
42335-000 Training, Conferences, Tuition	500	1,183	1,200	1,200
42340-000 Travel Expense, Meals	525	653	700	700
42345-000 Promotions	20,500	3,134	5,500	5,500
42355-000 Rentals	1,500	1,500	1,500	1,500
43115-000 Operating Supplies	73,000	73,000	86,000	86,000
43120-000 Small Tools & Equipment	17,470	20,030	15,700	15,700
43130-000 Fuel	0	1,897	1,500	1,500
43135-000 Utilities-Gas & Electric	170,000	157,003	170,000	170,000
43140-000 Utilities - Telephone, pagers, cell	200	9,170	7,500	7,500
43145-000 Utilities - Water	8,000	4,377	5,000	5,000
45150-000 Bad Debt Expense	0	203	0	0
49110-000 Planning	80,000	80,000	0	0
49130-000 Construction (Filter Units)	120,000	120,000	70,000	70,000
<b>Total Services and Supplies</b>	<b>\$687,840</b>	<b>\$682,258</b>	<b>\$582,520</b>	<b>\$582,520</b>

**Total Water Operations**

<b>\$1,511,155</b>	<b>\$1,465,663</b>	<b>\$1,425,407</b>	<b>\$1,427,465</b>
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**FINAL BUDGET FY 2016-2017**

**WATER FUND (FUND 600)**

**OPERATIONS (DEPARTMENT 800)**

**BUDGET LINE ITEM COMMENTS/DETAILS: (Continued)**

42335-000 - Training Conferences Tuition: \$1,200.

42340-000 - Conference, Travel Expense, meals etc: \$700.

42345-000 - Promotions: Cash for Grass \$2,500, Toilet replacement program \$2,500, Other \$500. Total \$5,500.

42355-000 - Rentals: \$1,500.

43115-000 - Supplies: Graffiti abatement \$800, Chemicals \$36,000, Base rock and materials \$20,000, Bottled water \$1,000, Paint \$1,000, Cleaning supplies \$200, Linen service \$1,200, Miscellaneous plumbing parts and supplies \$10,800, Replacement meters, brackets, lids & registers \$15,000. Total \$86,000.

43120-000 - Small Tools & Equipment: Tools \$5,000, Chlorine meter \$2,500, Safety equipment \$2,500, Utility locator \$4,000, Meter Reader tools \$1,500, Miscellaneous \$200. Total \$15,700.

43130-000 - Fuel: \$1,500.

43135-000 - Utilities - Gas & Electric: Plant operation utilities \$170,000.

43140-000 - Utilities - Telephone, Pagers, cell: Telephone, remote access, mobile phones \$7,500.

43145-000 - Utilities - Water: \$5,000.

**INFRASTRUCTURE IMPROVEMENTS:**

49130-000 - Water Plant Upgrades: Filter clarifier rebuild \$70,000.

**TRANSFERS:**

49999-000 Inter-fund Transfers Out: General Fund overhead & administration \$432,456.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

<u>Fund 600-Water Enterprise Fund</u>	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
<b>Total Appropriations</b>	<b>\$2,313,072</b>	<b>\$2,282,523</b>	<b>\$2,172,585</b>	<b>\$2,174,993</b>
<b><u>Interfund Transfers</u></b>				
49999-000 Interfund Transfers Out	\$701,917	\$774,953	\$382,276	\$432,456
<b>Total Transfers Out</b>	<b>\$701,917</b>	<b>\$774,953</b>	<b>\$382,276</b>	<b>\$432,456</b>
<b>Total Financing Uses</b>	<b>\$3,014,989</b>	<b>\$3,057,476</b>	<b>\$2,554,861</b>	<b>\$2,607,449</b>
<b>Net Revenue (Cost)</b>	<b>(\$393,695)</b>	<b>(\$562,833)</b>	<b>\$429,901</b>	<b>\$377,313</b>



CITY OF  
CLOVERDALE  
**FINAL BUDGET FY 2016-2017**  
**SEWER FUND (FUND 630)**

**GOALS & OBJECTIVES:** Provide safe waste water treatment for the City.

**Revenues**

32215-000 - Industrial Wastewater Permits: \$28,000

34410-000 - Sewer Charges: \$1,865,000

34421-000 - Penalties: \$15,400

36110-000 - Interest Income: \$6,000

**Transfers**

39999-000 - Inter-fund Transfers In: Retirement Fund \$102,068

**DEBT SERVICE (DEPARTMENT 200)**

**Principal & Interest**

42365-053 - Principal: Loan for WWTP Expansion \$81,973

42370-053 - Interest: Loan for WWTP Expansion \$2,295

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 630-Sewer Enterprise Fund**

<b><u>Financing Sources</u></b>	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
<b><u>Revenues</u></b>				
32215-000 Industrial Wastewater Permit	\$0	\$30,500	\$28,000	\$28,000
32216-000 Sewer Use Permit	0	550	0	0
34410-000 Sewer Charges	1,856,018	2,222,759	1,865,000	1,865,000
34421-000 Penalties	14,966	17,867	15,400	15,400
36110-000 Interest Income	1,500	5,852	6,000	6,000
36620-000 Refunds & Reimbursements	0	8,211	0	0
<b>Total Revenues</b>	<b>\$1,872,484</b>	<b>\$2,285,738</b>	<b>\$1,914,400</b>	<b>\$1,914,400</b>

**Fund 630-Sewer Enterprise Fund**

<b><u>Interfund Transfers</u></b>				
39999-000 Interfund Transfers In	\$512,140	\$503,077	\$94,703	\$102,068
<b>Total Transfers In</b>	<b>\$512,140</b>	<b>\$503,077</b>	<b>\$94,703</b>	<b>\$102,068</b>
<b>Total Financing Sources</b>	<b>\$2,384,624</b>	<b>\$2,788,815</b>	<b>\$2,009,103</b>	<b>\$2,016,468</b>

**Fund 630-Sewer Enterprise Fund**

**Financing Uses**

**Department 200-Sewer Debt Service**

**Principal & Interest**

42365-053 Principal - Loan for WWTP Expansion	\$77,636	\$81,445	\$81,973	\$81,973
42370-053 Interest - Loan for WWTP Expansion	6,704	2,139	2,295	2,295
<b>Total Principal &amp; Interest</b>	<b>\$84,340</b>	<b>\$83,584</b>	<b>\$84,268</b>	<b>\$84,268</b>



**FINAL BUDGET FY 2016-2017**

**SEWER FUND (FUND 630)**

**OPERATIONS (DEPARTMENT 800)**

**GOALS & OBJECTIVES:** Provide safe waste water treatment for the City.

**ALLOCATED POSITIONS:**

Council Members (5@ 20% each)

City Manager	0.20	Water Meter Reader	0.10
Assistant City Manager/Comm Dev Director	0.10	Public Works Director	0.35
Associate Planner	0.05	Engineering Tech	0.35
Finance Manager	0.30	Waste Water Plant Senior Operator	1.00
Accountant/Analyst	0.30	Waste Water Operator 1	1.00
Accounting Technician	0.40	Public Works Utility Worker II	0.65
Accounting Assistant II	0.20	Public Works Utility Worker I	<u>0.35</u>
Office Specialist	0.40	<b>Total FTEs</b>	<b><u>5.70</u></b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42110-000 - Legal Services: \$2,500

42122-000 - Banking Fees: Credit card fees, returned check charges \$5,600.

42135-000 - Other Professional Services: Safety program \$1,000, Engineering regulatory and misc. support \$20,000, NPDES Permit renewal \$124,000, Biosolids removal planning \$100,000. Total \$245,000.

42150-000 - Misc Contract Services: Lab sampling \$15,000, Alarm monitoring \$900, Pest control \$1,500, CalFire work crews \$500, Utility Bill inserts \$850, Temporary help \$15,000, Fire extinguisher maintenance \$2,000, Annual software support \$3,750, Labor negotiations consultant \$4,560, Misc. \$500. Total \$44,560.

42160-000 - Other Government Services: SWRCB \$7,650, Sonoma County HazMat permit \$2,450, Sonoma County Air Quality permit \$2,800, Property tax \$550, Fuel tank permit \$50, Russian River Watershed membership \$13,500. Total \$27,000.

42210-000 - Computer Maintenance: Computer workstation \$2,500.

42216-000 - Vehicle Maintenance: Repair and maintenance of utility trucks \$15,000.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 630-Sewer Enterprise Fund**

**Financing Uses**

**Department 800-Sewer Operations**

**Salaries and Employee Benefits**

	<b>2015-2016</b>	<b>Projected</b>		<b>2016-2017</b>
	<b>Council</b>	<b>Actual</b>	<b>Dept</b>	<b>Adopted</b>
	<b><u>Adopt</u></b>	<b><u>6/30/2016</u></b>	<b><u>Request</u></b>	<b><u>Budget</u></b>
41110-000 Regular Employees	\$420,180	\$390,098	\$438,180	\$439,710
41120-000 Part-Time Wages	0	8,656	8,445	8,445
41140-000 Overtime	34,000	18,863	34,000	34,000
41145-000 Benefit Buyouts	0	24,000	0	0
41150-000 Standby Wages	54,250	47,627	54,250	54,250
41210-000 Insurance Benefits	140,143	124,515	154,938	154,938
41220-000 Social Security	6,809	7,261	7,192	7,309
41230-000 Retirement	92,140	92,308	105,225	105,225
41240-000 Workers Compensation	14,450	14,097	23,259	23,259
41250-000 Other Employee Benefits	4,500	2,661	0	0
<b>Total Salaries and Benefits</b>	<b>\$766,472</b>	<b>\$730,084</b>	<b>\$825,489</b>	<b>\$827,136</b>

**Services and Supplies**

42110-000 Legal Services	\$200	\$5,000	\$2,500	\$2,500
42122-000 Banking Fees	5,000	5,079	5,600	5,600
42130-000 Engineering Services	0	8,077	0	0
42135-000 Other Professional Services	56,000	65,400	245,000	245,000
42150-000 Misc Contract Services	46,570	115,000	44,560	44,560
42160-000 Other Government Services	20,890	23,000	27,000	27,000
42210-000 Computer Maintenance	18,798	19,431	2,500	2,500
42216-000 Vehicle Repair	4,500	12,500	15,000	15,000
42218-000 General Repair & Maintenance	12,000	19,129	415,000	415,000
42320-000 Postage & Shipping	10,000	20,247	13,200	13,200
42330-000 Membership Dues	0	170	0	0
42335-000 Training, Conferences, Tuition	600	415	600	600
42340-000 Travel Expense, Meals	100	0	100	100
42355-000 Rentals	6,000	6,800	7,000	7,000
43115-000 Operating Supplies	27,500	34,585	30,000	30,000
43120-000 Small Tools & Equipment	30,000	30,000	25,000	25,000
43130-000 Fuel	0	1,325	1,000	1,000
43135-000 Utilities-Gas & Electric	190,000	179,400	180,000	180,000
43140-000 Utilities - Telephone, Pagers, Cell	250	3,216	3,200	3,200
43145-000 Utilities-Water	40,000	48,800	52,200	52,200
44120-000 Machinery & Equipment	15,000	0	15,000	15,000
46620-000 Refunds to Customers	0	4,425	0	0
49130-000 Construction	300,000	0	0	0
<b>Total Services and Supplies</b>	<b>\$783,408</b>	<b>\$602,173</b>	<b>\$1,084,460</b>	<b>\$1,084,460</b>

**Total Sewer Operations**

<b>\$1,549,880</b>	<b>\$1,332,257</b>	<b>\$1,909,949</b>	<b>\$1,911,596</b>
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**FINAL BUDGET FY 2016-2017**

**SEWER FUND (FUND 630)**

**OPERATIONS (DEPARTMENT 800)**

**BUDGET LINE ITEM COMMENTS/DETAILS: (Continued)**

42218-000 - General Repair & Maintenance: Maintenance of generators \$2,500, Aerator motors \$3,500, Chlorination system \$7,000, Biosolids removal \$400,000, Misc. equipment repairs \$2,000. Total \$415,000.

42320-000 - Postage & Shipping: Mailing monthly utility bills \$13,200.

42335-000 - Training, Conferences, Tuition: \$600.

42340-000 - Conference, Travel Expense, meals etc. \$100

42355-000 - Rentals: Dozer rental \$5,700, Other \$1,300. Total \$7,000.

43115-000 - Operating Supplies: Chemicals, base rock, sand, etc. \$30,000.

43120-000 - Small Tools & Equipment: Pumps, flow meters, emergency replacement of equipment \$25,000.

43130-000 - Fuel: \$1000.

43135-000 - Utilities-Gas & Electric: Plant operation utilities \$180,000.

43140-000 - Utilities-Telephone, pagers, cell: \$3,200

43145-000 - Utilities-Water: \$52,200.

**CAPITAL OUTLAY:**

44120-000 - Machinery & Equipment: Miscellaneous \$15,000.

**TRANSFERS:**

49999-000 - Inter-fund Transfers Out: General Fund overhead & admin \$270,852.

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

<u>Fund 630-Sewer Enterprise Fund</u>	<u>2016-2017 Council Adopt</u>	<u>Projected Actual 6/30/2016</u>	<u>Dept Request</u>	<u>2016-2017 Adopted Budget</u>
<b>Total Appropriations</b>	<b>\$1,634,220</b>	<b>\$1,415,841</b>	<b>\$1,994,217</b>	<b>\$1,995,864</b>
<b><u>Interfund Transfers</u></b>				
49999-000 Interfund Transfers Out	\$212,275	\$303,102	\$253,771	\$270,852
<b>Total Transfers Out</b>	<b>\$212,275</b>	<b>\$303,102</b>	<b>\$253,771</b>	<b>\$270,852</b>
<b>Total Financing Uses</b>	<b>\$1,846,495</b>	<b>\$1,718,943</b>	<b>\$2,247,988</b>	<b>\$2,266,716</b>
<b>Net Revenue (Cost)</b>	<b>\$538,129</b>	<b>\$1,069,872</b>	<b>(\$238,886)</b>	<b>(\$250,247)</b>



CITY OF  
CLOVERDALE  
**FINAL BUDGET FY 2016-2017**  
**AIRPORT FUND (FUND 670)**

**GOALS & OBJECTIVES:** Provide services at the Airport; including sales of fuel.

**Revenues**

33110-000 - Grants: State DOT Grant \$10,000.

34440-000 - Fuel Sales: Sales of fuel at the airport \$70,000

36210-000 - Rents & Royalties: Hanger rentals and land leases \$58,180

36620-000 - Refunds & Reimbursements: Miscellaneous \$125

**Inter-fund Transfers**

39999-000: Transfer In: Reimbursement from Retirement Fund \$1,856

**DEBT SERVICE (DEPARTMENT 200)**

**Principal & Interest**

42365-057 - Principal: Airport Fuel Tank Loan \$7206

42370-057 - Interest: Airport Fuel Tank Loan \$255

**CITY OF CLOVERDALE  
Final Budget  
Fiscal Year 2016-2017**

**Fund 670-Airport Fund**

**Financing Sources**

**Revenues**

	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
33110-000 Grants	\$10,000	\$10,000	\$10,000	\$10,000
34440-000 Fuel Sales	105,000	71,853	70,000	70,000
36210-000 Rents & Royalties	71,146	81,188	58,180	58,180
36620-000 Refunds & Reimbursements	125	8,500	125	125
<b>Total Revenues</b>	<b>\$186,271</b>	<b>\$171,541</b>	<b>\$138,305</b>	<b>\$138,305</b>

**Interfund Transfers**

39999-000 Interfund Transfers In	\$6,218	\$1,067	\$1,856	\$1,856
<b>Total Transfers In</b>	<b>\$6,218</b>	<b>\$1,067</b>	<b>\$1,856</b>	<b>\$1,856</b>

**Total Financing Sources**

<b>\$192,489</b>	<b>\$172,608</b>	<b>\$140,161</b>	<b>\$140,161</b>
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**Financing Uses**

**Department 200-Debt Service**

**Principal & Interest**

42365-057 Principal - Airport Fuel Tanks	\$6,912	\$6,912	\$7,206	\$7,206
42370-057 Interest - Airport Fuel Tanks	660	660	255	255
<b>Total Principal &amp; Interest</b>	<b>\$7,572</b>	<b>\$7,572</b>	<b>\$7,461</b>	<b>\$7,461</b>



**FINAL BUDGET FY 2016-2017**

**AIRPORT FUND (FUND 670)**

**OPERATIONS (DEPARTMENT 800)**

**GOALS & OBJECTIVES:** Provide services at the Airport; including sales of fuel.

**ALLOCATED POSITIONS:**

Accountant/Analyst	0.05
Public Works Utility Worker II	<u>0.05</u>
<b>Total FTEs</b>	<b>0.10</b>

**BUDGET LINE ITEM COMMENTS/DETAILS:**

42150-000 - Miscellaneous Contract Services: CalFire Work Crews \$3,200, Creek Cleanout \$1,000, Airport Manager \$21,600. Total \$25,800.

42160-000 - Other Government Fees: Annual Haz Mat and fuel tank permit fees paid to County of Sonoma \$2,100.

42218-000 - General Repairs & Maintenance: \$1,000.

42310-000 - Insurance: Aviation liability insurance \$5,500

43115-000 - Operating Supplies: Fuel tank maintenance items, signs, windsocks, light replacements \$1,800

43130-000 - Fuel: Fuel purchased for resale \$65,000

43135-000 - Utilities – Gas & Electric: Electric bills from PG&E \$5,000

43140-000 - Utilities – Telephone, Pagers, Cell Phone: \$300

43145-000 - Utilities - Water: Airport Water bill \$1,600

49999-000 - Transfers Out: General Fund Overhead & Admin \$19,154.

**CITY OF CLOVERDALE**  
**Final Budget**  
**Fiscal Year 2016-2017**

**Fund 670-Airport Fund****Financing Uses****Department 800-Airport Operations****Salaries and Employee Benefits**

	<b>2015-2016</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
	<b>Council</b>	<b>Actual</b>	<b>Request</b>	<b>Adopted</b>
	<b><u>Adopt</u></b>	<b><u>6/30/2016</u></b>		<b><u>Budget</u></b>
41110-000 Regular Employees	\$19,994	\$6,932	\$7,167	\$7,167
41140-000 Overtime	350	139	350	350
41145-000 Benefit Buyouts	0	271	0	0
41150-000 Standby Wages	0	221	0	0
41210-000 Insurance Benefits	4,273	2,020	2,698	2,698
41220-000 Social Security	295	108	109	109
41230-000 Retirement	6,218	1,100	1,913	1,913
41240-000 Workers Compensation	699	677	376	376
41250-000 Other Employee Benefits	150	93	0	0
<b>Total Salaries and Benefits</b>	<b><u>\$31,979</u></b>	<b><u>\$11,561</u></b>	<b><u>\$12,613</u></b>	<b><u>\$12,613</u></b>

**Services and Supplies**

42140-000 Building Dept Services	\$0	\$1,000	\$0	\$0
42150-000 Misc Contract Services	4,200	17,000	25,800	25,800
42160-000 Other Government Services	1,950	2,092	2,100	2,100
42210-000 Computer Maintenance	191	190	0	0
42218-000 General Repairs & Maintenance	1,000	500	1,000	1,000
42310-000 Insurance	5,475	5,475	5,500	5,500
43115-000 Operating Supplies	2,600	1,125	1,800	1,800
43120-000 Small Tools & Equipment	0	150	0	0
43130-000 Fuel	90,000	64,536	65,000	65,000
43135-000 Utilities-Gas & Electric	5,000	4,244	5,000	5,000
43140-000 Utilities-Telephone, pagers, cell phone	300	260	300	300
43145-000 Utilities-Water	1,600	1,375	1,600	1,600
<b>Total Services and Supplies</b>	<b><u>\$112,316</u></b>	<b><u>\$97,947</u></b>	<b><u>\$108,100</u></b>	<b><u>\$108,100</u></b>

**Total Appropriations**

<b><u>\$151,867</u></b>	<b><u>\$117,080</u></b>	<b><u>\$128,174</u></b>	<b><u>\$128,174</u></b>
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**Interfund Transfers**

49999-000 Interfund Transfers Out	\$20,647	\$23,390	\$19,154	\$19,154
<b>Total Transfers Out</b>	<b><u>\$20,647</u></b>	<b><u>\$23,390</u></b>	<b><u>\$19,154</u></b>	<b><u>\$19,154</u></b>

**Total Financing Uses**

<b><u>\$172,514</u></b>	<b><u>\$140,471</u></b>	<b><u>\$147,328</u></b>	<b><u>\$147,328</u></b>
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**Net Revenue (Cost)**

<b><u>\$19,975</u></b>	<b><u>\$32,138</u></b>	<b><u>(\$7,168)</u></b>	<b><u>(\$7,167)</u></b>
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**FINAL BUDGET FY 2016-2017**

**AIRPORT CAPITAL IMPROVEMENTS**

**Revenues**

33110-000 - Grants: FAA 90% reimbursement of Taxiway Reconstruction Project costs \$173,885.

**BUDGET LINE ITEM COMMENTS/DETAILS:**

49110-000 - Taxiway Reconstruction Design: \$193,205 (remainder of \$268,205 contract).

**CITY OF CLOVERDALE**  
**Final Budget**  
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**Fund 670-Airport Fund**

**Financing Sources**

**Department 800-Airport Capital Improvements**

**Revenues**

	<b>2015-2016 Council Adopt</b>	<b>Projected Actual 6/30/2016</b>	<b>Dept Request</b>	<b>2016-2017 Adopted Budget</b>
33110-000 Grants	\$416,489	\$168,876	\$173,885	\$173,885
<b>Total Revenues</b>	<b>\$416,489</b>	<b>\$168,876</b>	<b>\$173,885</b>	<b>\$173,885</b>

**Financing Uses**

**Department 800-Airport Capital Improvements**

**Services and Supplies**

49110-000 Airport ALP Project	\$77,875	\$28,642	\$0	\$0
49110-000 Airport Obstruction Survey	158,480	68,025	0	0
49110-000 Taxiway Reconstruction Design	250,000	75,000	193,205	193,205
<b>Total Financing Uses</b>	<b>\$486,355</b>	<b>\$171,667</b>	<b>\$193,205</b>	<b>\$193,205</b>
<b>Net Operating Revenue (Cost)</b>	<b>(\$69,866)</b>	<b>(\$2,791)</b>	<b>(\$19,320)</b>	<b>(\$19,320)</b>



**FINAL BUDGET FY 2016-2017**

**RDA SUCCESSOR AGENCY (FUND 700)**

**GOALS & OBJECTIVES:** To wind down operations of the former Redevelopment Agency

**ALLOCATED POSITIONS:**

None

**Revenues**

31110-000 - Property Tax Secured: \$2,077,208.

36110-000 - Interest Income: \$10,500.

39999-000 - Transfer In: 2011 Loan Repayment from General Fund \$61,701.

**BUDGET LINE ITEM COMMENTS/DETAILS:**

**Department 200 - Debt Service**

42365-069 - 2015 Tax Allocation Refunding Bonds Principal: \$766,000.

42370-069 - 2015 Tax Allocation Refunding Bonds Interest: \$1,041,633.

**Department 750 - Operations**

42150-000 - Misc Contract Services: Bank trustee fees \$1,785.

43199-000 - Administration Expenses: Legal fees, Consultants & Administrative allowance \$250,000.

**Department 999 - Transfers**

49999-000 - Operating Transfer Out: 2011 Loan Repayment Agreement to General Fund \$89,991.

**CITY OF CLOVERDALE**  
**Draft Budget**  
**Fiscal Year 2016-2017**

**Fund 700 - RDA Successor Agency**

<b><u>Financing Sources</u></b>		<b>Budget</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
<b><u>Revenues</u></b>		<b><u>2015-2016</u></b>	<b><u>Actual</u></b>	<b><u>Request</u></b>	<b><u>Adopted</u></b>
			<b><u>6/30/2016</u></b>		<b><u>Budget</u></b>
31110-000	Property Tax Secured	\$2,086,490	\$2,073,535	\$2,077,208	\$2,077,208
36110-000	Interest Income	10,700	10,670	10,500	10,500
36620-000	Refunds & Reimbursements	16,500	0	0	0
<b>Total Revenues</b>		<b>\$2,113,690</b>	<b>\$2,084,205</b>	<b>\$2,087,708</b>	<b>\$2,087,708</b>
<b><u>Other Financing Sources</u></b>					
39999-000	Operating Transfers In	\$61,701	\$61,701	\$61,701	\$61,701
<b>Total Other Financing Sources</b>		<b>\$61,701</b>	<b>\$61,701</b>	<b>\$61,701</b>	<b>\$61,701</b>
<b>Total Revenues &amp; Transfers In</b>		<b>\$2,175,391</b>	<b>\$2,145,906</b>	<b>\$2,149,409</b>	<b>\$2,149,409</b>

**Financing Uses**

**Department 200-Debt Service**

<b><u>Principal &amp; Interest</u></b>		<b>Budget</b>	<b>Projected</b>	<b>Dept</b>	<b>2016-2017</b>
		<b><u>2015-2016</u></b>	<b><u>Actual</u></b>	<b><u>Request</u></b>	<b><u>Adopted</u></b>
			<b><u>6/30/2016</u></b>		<b><u>Budget</u></b>
42365-064	CIEDB Principal	\$104,791	\$0	\$0	\$0
42365-066	2006 Bonds Principal	500,000	0	0	0
42365-069	2015 TA Refunding Bonds Principal	0	415,000	766,000	766,000
42370-064	CIEDB Interest	82,354	32,808	0	0
42370-066	2006 Bonds Interest	899,721	75,862	0	0
42370-067	2007 Bonds Interest	338,525	178,666	0	0
42370-069	2015 TA Refunding Bonds Interest	0	113,162	1,041,633	1,041,633
<b>Total Principal &amp; Interest</b>		<b>\$1,925,391</b>	<b>\$815,498</b>	<b>\$1,807,633</b>	<b>\$1,807,633</b>

**Services and Supplies**

42150-000	Misc Contract Services (Trustee fees)	\$11,116	\$14,134	\$1,785	\$1,785
45210-000	Cost of Issuance	0	398,640	0	0
43199-000	Miscellaneous Admin Exp	238,884	110,866	250,000	250,000
<b>Total Services &amp; Supplies</b>		<b>\$250,000</b>	<b>\$523,640</b>	<b>\$251,785</b>	<b>\$251,785</b>

**Other Financing Uses**

49999-000	Operating Transfers Out	\$0	\$48,560	\$89,991	\$89,991
<b>Total Other Financing Uses</b>		<b>\$0</b>	<b>\$48,560</b>	<b>\$89,991</b>	<b>\$89,991</b>
<b>Total Financing Uses</b>		<b>\$2,175,391</b>	<b>\$1,387,698</b>	<b>\$2,149,409</b>	<b>\$2,149,409</b>