

CITY OF FORT BRAGG
ADOPTED BUDGET
FISCAL YEAR 2010 – 2011



CITY COUNCIL

Doug Hammerstrom, *Mayor*
Dave Turner, *Vice Mayor*
Meg Courtney, *Councilmember*
Jere Melo, *Councilmember*
Daniel Gjerde, *Councilmember*

Linda Ruffing
City Manager

ABOUT THE COVER

Coastal Trail

On January 5, 2010, the City of Fort Bragg acquired 92 acres of the former Georgia Pacific mill site, which stretches for 3½ miles along most of the city's oceanfront. The City's newly acquired property will be used for a park and a long-awaited stretch of the California Coastal Trail. The acquisition had been in the works since about the time the mill closed in 2002. Early on, the City worked closely with the State Coastal Conservancy and Georgia Pacific to examine potential uses of the site, and a series of public workshops made it clear that local residents were united in their desire for a coastline that is open to the public. The closing of the Georgia Pacific mill marked the end of an era for Fort Bragg and spawned fears that the City's economy would crumble. The City has rebounded, however, with its unique blend of natural resources, recreational opportunities and scenery. The property's main trail corridor is slated to become part of the California Coastal Trail, which will eventually extend 1,200 miles along the entire coastline of California. More than half of the California Coastal Trail is already complete, and new sections are being added in all parts of the state's coast.

Town Hall

Construction of what is now Town Hall began in 1910 and by 1914 the building was complete and used as a commercial bank. There was also a building directly to the south constructed at the same time which was used as the town Library. By the 1930's the building was used by Bank of America and by the 60's the building had become the Court House. Then, in 1987, a string of fires started by arson took down the Piedmont Hotel, the Library and the Court House. Construction began to repair the Court House and, in 1991, the building where the Court House stood became Town Hall. This past year the Town Hall parapet project gave the building a major facelift. Town Hall is home to City Council meetings, quilt shows, chowder tasting, garden sales, and is used by many organizations as a meeting place.

Skunk Train

Built as a logging railroad, the Skunk line began in 1885 as a logical vehicle for moving massive redwood logs to Mendocino Coast sawmills from the rugged back country. Steam passenger service was started in 1904, extended to the town of Willits in 1911, and discontinued in 1925 when the self-powered, yellow "Skunk" rail cars were inaugurated. The little trains were quickly nicknamed for their original gas engines, which prompted folks to say, "You can smell 'em before you can see 'em." The Skunk line runs 40 miles from Fort Bragg on the coast to Willits on US Highway 101. Along the way, the tracks cross some 30 bridges and trestles and pass through two deep mountain tunnels. This past year saw the construction of new railroad crossings and accessible sidewalks at the Franklin Street and Fir Street Crossings.

*Cover page and design by Erica Zamarripa – Finance Department
Top cover photograph taken by Marie Jones & bottom photos taken by Nancy Philips*

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SUMMARY

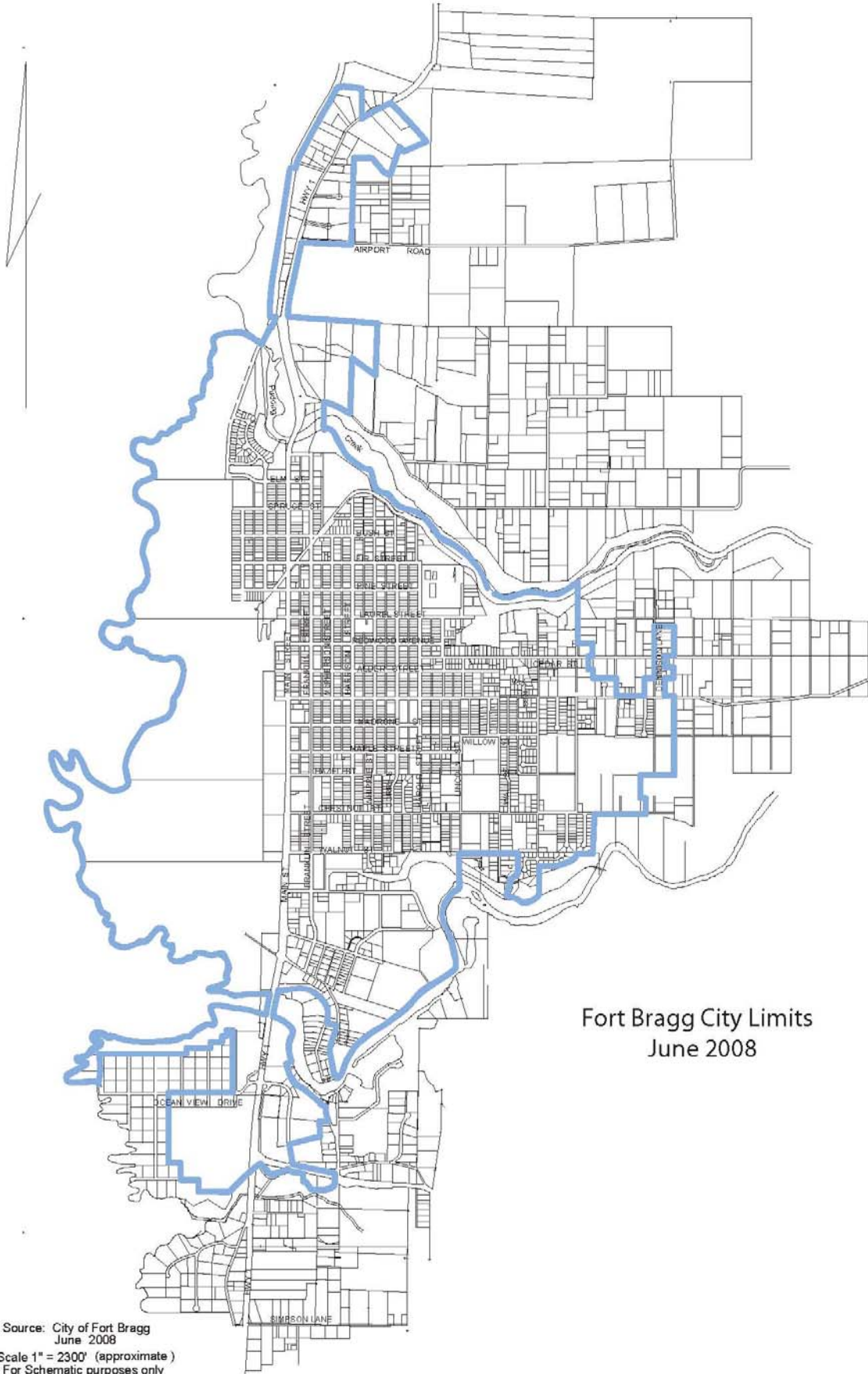
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Fort Bragg City Limits
June 2008

Source: City of Fort Bragg
June 2008
Scale 1" = 2300' (approximate)
For Schematic purposes only



May 28, 2010

Fort Bragg City Council
Fort Bragg Redevelopment Agency
Municipal Improvement District No. 1 Board

SUBJECT: FY 2010-11 Operating Budget & Capital Budget

Honorable Mayor and Members of the City Council:

I am pleased to submit the Fiscal Year (FY) 2010-11 Budget for the City of Fort Bragg, Fort Bragg Redevelopment Agency (Agency) and Municipal Improvement District No. 1. The proposed budget was presented to the Council at a workshop on May 5, 2010. Based on Council's direction, minor refinements were made and the final budget is scheduled for adoption at the June 14, 2010 Council meeting.

The annual budget provides a comprehensive statement of the City's organization, operations and resources and it communicates City Council, Redevelopment Agency and Municipal Improvement District Board policies and priorities in all areas of the City's operations. Throughout the year, the adopted budget serves as a financial management tool and an operational plan for the delivery of City services.

The FY 2010-11 Budget addresses the City Council's operational and service delivery priorities in the context of a very challenging and uncertain economic landscape. It is a lean and conservative budget which strives to maintain the full array of City services and programs during a time of significantly reduced revenues in many of the City's key funds. Across the board, City staff has worked very hard to reduce costs, increase revenues, and enhance operational efficiencies in response to the economic challenges facing the City. This budget document is a testament to the success of those efforts.

BUDGET PRINCIPLES

The FY 2010-11 Budget was prepared according to the fiscal policy framework established by the City Council. Key budget principles are as follows:

- Each year, the City strives to balance the operating budgets of each of the City's four major funds (General Fund, Redevelopment Fund, Water Enterprise, Wastewater Enterprise) such that anticipated revenues meet projected expenditure obligations.
- Recurring annual expenditures (e.g., personnel costs, consumable supplies, equipment operation and maintenance costs, debt service, legal costs, audit costs, etc.) are funded with

on-going annual revenues without reliance on one-time revenues, reserves, or the use of undesignated fund balances.

- If undesignated fund balances are expended, uses are restricted to funding one-time expenditures, not on-going operations.
- Conservative revenue projections are incorporated into the budget. This year, revenue projections take into consideration the depressed local economy as well as the potential for deferred or reduced revenues due to the State's ongoing budget crisis.
- Expenditures are contained to the maximum extent possible. In every department, expenditures have been reduced to address anticipated revenue shortfalls. Where line item cost increases occur, they are related to limited equipment and supplies purchases necessary to support existing operations, essential capital improvement projects, mandated costs, and the City's contractual obligations.
- The City Council has established the following General Fund reserves:
 - (a) An undesignated 18% operating reserve (based on projected annual expenditures) is maintained to ensure liquidity of the General Fund and to provide adequate cash flow throughout the year. This reserve is necessary to accommodate fluctuations in the timing of expenditures and the receipt of revenues. The operating reserve also provides a modest buffer against unanticipated revenue shortfalls.
 - (b) A \$300k liability and litigation reserve to cover unforeseen legal expenses, including unbudgeted settlement costs.
 - (c) A \$400k capital reserve for unanticipated project cost overruns or capital equipment expenses.

FY 2009-2010 PROJECTED YEAR-END STATUS

Despite the fiscal challenges and the hardships created by staffing reductions, FY 2009-10 has been a very productive year for the City and significant accomplishments have been realized throughout the organization. The Council's leadership, vision and support have enabled the City's hard-working and talented staff to accomplish an impressive workload. Specific FY 2009-10 accomplishments are touted in the budget narratives for each Department.

In FY 2009-10, the General Fund, Water Enterprise and Redevelopment Agency all experienced a decline in revenues, a declining fund balance, and a year-end deficit in their operating budgets. Wastewater revenues increased, but the Wastewater Enterprise had both a declining fund balance and a year-end operating budget deficit.

Authorized expenditures in the General Fund were reduced significantly by mid-year actions taken in response to unanticipated revenue shortfalls. The actions included a reduction in staff, and elimination of all non-essential expenditures. While the expenditure reductions resulted in substantial savings, the projected year-end fund balances still declined in three of the four major funds. A comparison of year-to-year fund balances for the four major funds is shown below:

	7/01/09 Audited Fund Balance	7/01/10 Projected Fund Balance
General Fund (including reserves)	\$2,661,602	\$2,749,466
Water Enterprise O&M	2,563,334	1,853,288
Wastewater Enterprise	(304,695)	(378,906)
Redevelopment Agency	2,895,148	2,785,459

The year-end fund balance in the General Fund is projected to increase slightly as a result of substantially reduced operating expenditures and deferred one-time expenditures in response to the precipitous drop in sales tax and transient occupancy tax revenues that was noted at mid-year. The Water Enterprise experienced a decline in its fund balance that resulted in part from lower revenues due to reduced commercial consumption related to the economic downturn. The Wastewater Enterprise continued to limp along with an operating deficit. Even though revenues in the Wastewater Enterprise increased appreciably due to a sewer rate increase, FY 2009-10 expenditures exceeded revenues due to the pressing need for repairs and capital improvements at the City's aging wastewater treatment facility. The Redevelopment Agency is expected to have a diminished year-end fund balance as a result of the State's "grab" of \$534k of Redevelopment Agency revenues.

It should be understood that year-end fund balances provide a snapshot of the financial condition of a fund. A declining fund balance is not necessarily cause for alarm if budgeted expenditures anticipate the use of undesignated fund balance for one-time costs and the decline was planned. It is more problematic when fund balances are whittled away by unanticipated expenditures and revenue shortfalls, as was the case in each of the City's funds in FY 2009-10. The City will need to continue to very closely monitor the condition of the four major funds so that corrective actions can be taken if fiscal circumstances throughout the year deviate significantly from the projections that are incorporated into this budget.

KEY BUDGET ISSUES IN FY 2010-11

Each of the City's four major areas of operations faces its own set of challenges in FY 2010-11:

- The General Fund's primary challenge relates to a continued reduction in revenues with the two major revenue sources (sales tax and transient occupancy tax) expected to fall to levels not seen in more than a decade. While in FY 2009-10, sales tax receipts fell 24%, in FY 2010-11 an additional, but less precipitous, 5.3% decline is projected. Transient occupancy tax revenues declined by 11% in FY 2009-10 and are projected to decline an additional 6% in FY 2010-11. Overall, the budget anticipates a 7.3% reduction in General Fund revenues in 2010-11.
- The Redevelopment Agency is challenged by declining revenues due to the Agency's escalating "pass through" agreements with other taxing entities, combined with a very significant dip in revenues due to the final settlement of Georgia-Pacific's reassessment appeal for the Mill Site property. In addition, the State has demanded a \$110k payment to the Supplemental Education Revenue Augmentation Fund (SERAF) to help balance the State's budget deficit.

- The Water and Wastewater Enterprises' challenges are operational—with each enterprise needing capital improvements and repairs that far exceed available revenues.

Key budget issues for each of the City's four major funds are summarized below:

FY 2010-11 GENERAL FUND SUMMARY

June 30, 2010 Projected	
Undesignated Fund Balance	\$ 728,456
FY 2010-11 Operations	
Revenues	6,638,086
Expenses	6,828,304
Net Operations	(190,218)
Net Transfers	<u>272,467</u>
June 30, 2010 Projected	
Undesignated Fund Balance	<u>\$ 810,705</u>

- The three main funding sources for the General Fund (sales tax, transient occupancy tax (TOT), and property tax) are all expected to decline in FY 2010-11 as a result of the continuing economic downturn. In total, General Fund revenues are expected to decline from nearly \$7.2M in FY 2009-10 to \$6.8M in FY 2010-11.
- The City implemented significant expenditure reductions in FY 2009-10, including the elimination of seven staff positions, in response to declining revenues. The net operating deficit in the General Fund at FY 2009-10 year-end is

projected to be \$88k and, for FY 2010-11, a nominal operating deficit of less than \$2k is projected in the General Fund.

- For several years, the City has worked to augment its General Fund revenues by focusing significant staff efforts on obtaining grants for capital projects, planning, economic development, and public safety activities, and by retaining as much grant funding as possible in-house to offset staff costs associated with grant administration and activity delivery. The Community Development Department and the Public Works Department's Administration/Engineering Division are receiving far more outside funding to offset the cost of staff services than in the past. It is anticipated that in FY 2010-11, \$179k in grant revenues will be transferred to the General Fund to offset personnel costs related to grant administration. Additionally, the Police Department's personnel costs are offset by a \$100k COPS grant to offset personnel costs for the City's community service officers.
- The FY 2010-11 General Fund budget includes a "transfer in" of \$20k from the General Plan Maintenance Fee fund to offset costs associated with the clean-up amendment to the Inland General Plan, and a major amendment to the Inland Land Use & Development Code to extract coastal regulations and update it as necessary. The budget also includes a \$83k "transfer in" from the Asset Forfeiture fund to offset costs associated with the School Resource Officer which has been funded, in part, by grants for the past three years, however the grant funding expires at the end of FY 2009-10.

FY 2010-11 WATER WORKS O&M (FUND 610) SUMMARY

June 30, 2010 Projected Water Works O&M	\$ 1,283,864
FY 2010-11 Operations	
Revenues	2,114,810
Expenses	2,379,831
Net Operations	(265,021)
Net Transfers	<u>20,200</u>
June 30, 2011 Projected Water Works O&M	<u>\$ 1,039,043</u>

- Revenues for the Water Enterprise are expected to grow modestly in FY 2010-11 as a result of a scheduled rate increase in July 2010. The FY 2010-11 Budget includes expenditures which exceed revenues by \$265k. A portion of these expenditures are one-time costs for capital equipment and capital projects, including a number of long-term maintenance activities and non-routine deferred maintenance activities.

- The Council has expressed an interest in establishing a depreciation account in the Water Enterprise to accrue funds for costly

repairs and upgrades. The 2008 Utility Rate Study recommended that the Council adopt a policy requiring that, at the end of each fiscal year, any fund balance in excess of an amount equal to three months' operating expenses (25% of annual operating expenditures) be transferred to the Water Capital Reserve. Adherence to this policy recommendation would require establishment of an operating reserve of about \$700k. As shown on the table above, the FY 2009-10 year-end fund balance (which is the operating reserve) for the Water Works O&M fund is approximately \$1.28M. While this would allow for funding of the Water Capital Reserve, expenditures in FY 2009-10 exceed revenues by more than \$265k (in essence, depleting the reserves) and much of that deficit results from costs associated with necessary repair and maintenance activities and capital equipment purchases. In future years, when the pace of repairs slows down, the City should be able to establish and maintain a healthy Water Capital Reserve fund.

- The most pressing issues for the Water Enterprise are (a) uncertainty about water supplies in late summer during low rainfall years; (b) the ensuing need for additional water storage to mitigate water shortages; and (c) maintenance projects necessary to ensure reliability of the water distribution system, including improvements to the Madsen Hole access road, replacement of pumps at the East Fort Bragg booster station, and engineering and replacement of the Waterfall Gulch water line trestle.

FY 2009-10 WASTEWATER O&M (FUND 710) SUMMARY

June 30, 2010 Projected		
Wastewater O&M	\$	(535,394)
FY 2010-11 Operations		
Revenues		2,635,872
Expenses		2,185,874
Net Operations		449,998
Net Transfers		<u>(7,600)</u>
June 30, 2011 Projected		
Wastewater O&M	\$	<u>(92,996)</u>

- The Wastewater Enterprise has been operating with a deficit for several years and operational shortfalls have been offset by short-term interfund loans from the Water Enterprise. The Wastewater Enterprise will begin FY 2010-11 with a projected deficit fund balance of (\$535k) in spite of a 13% increase in user fees over the past year.

- In FY 2010-11, the Wastewater O&M Fund will have revenues (\$2.6M) that exceed expenditures (\$2.2M) by approximately \$450k, with a net year-end reduction in the

operating deficit. It will likely take another year for the fund to fully recover and begin operating "in the black" again.

- The FY 2010-11 Budget keeps expenditures in the Wastewater Enterprise to a minimum, however, nearly \$160k is allocated to equipment repair and maintenance and capital expenditures, of which \$110k are non-recurring costs that are necessary to perform essential maintenance to facilities and to purchase necessary equipment.
- The Capital Improvement Program identifies 10 necessary and unfunded capital improvements for the City's wastewater treatment and collection system ranging in cost from approximately \$40k to \$1M. The most pressing unfunded projects for the Wastewater Enterprise in FY 2010-11 are the Primary Digester Rehabilitation, Sludge-Thickener Mechanism Replacement, Grease Lagoon Rehabilitation and Wastewater Collection System Repairs. These capital projects are only the "tip of the iceberg." The Capital Improvement Program includes a total of \$13.6M in high priority capital projects for the City's wastewater collection and treatment system.

FY 2009-10 REDEVELOPMENT AGENCY SUMMARY

June 30, 2010 Projected		
Redevelopment Agency	\$	2,785,459
FY 2010-11 Operations		
Revenues		812,500
Expenses		1,117,660
Net Operations		(305,160)
Net Transfers		<u>---</u>
June 30, 2011 Projected		
Redevelopment Agency	\$	<u>2,480,299</u>

- The Redevelopment Agency's June 30, 2011 projected fund balance is comprised of \$842k in the RDA's Project Fund and \$1.3M in the Low & Moderate Income Housing Fund, and \$323k in the Debt Service Fund.

- The Redevelopment Agency faces a serious fiscal challenge in coming years as a result of the settlement of Georgia-Pacific's appeal of the County's reassessment of the former mill site property following the 2005 acquisition of

Georgia-Pacific by Koch Industries. The appeal was recently settled and the assessed value of the Mill Site property was reduced from approximately \$70M to \$36M. The reduction in

assessed value, combined with several years of overpayment of taxes by Georgia-Pacific based on the initial reassessment, will result in a reduction of FY 2010-11 revenue of approximately \$564k and a similar revenue shortfall for the ensuing two to three years.

Additional details on FY 2010-11 projected revenues and expenditures for the four major operating funds can be found in the Operating Budget Detail section of this document.

GRANTS

The City has a very active portfolio of grants for a variety of activities, ranging from street projects, to parks, planning studies, economic development, and public safety activities. Grant activities in FY 2010-11 include the following:

Planning Activities

- Glass Beach Bike Trail (MCOG OWP)
- Residential Street Safety Plan (MCOG OWP)
- Blueprint Planning Process (MCOG OWP)
- Main Street Realignment Design (MCOG OWP)
- South Fort Bragg Bicycle & Pedestrian Plan (Caltrans Grant)
- Mill Site Reuse Planning (Sustainable Communities Grant)

Economic Development Activities

- Industrial & Fine Arts Center Feasibility Study, Phase 2 (CDBG)
- Microenterprise Assistance (CDBG)
- Food Products Industry Study (CDBG)
- Business Assessment Strategy (CDBG)
- Noyo Center Conceptual Design (Sustainable Communities Grant)

Housing

- CDC Affordable Housing Rehabilitation Project (CDBG/ARRA)

Parks Projects

- Otis Johnson Park Restoration (Rivers & Parkways Grant/Caltrans)
- Skate Park Project (CDBG/Program Income)
- Fort Bragg Coastal Trail (fed'l appropriation/Caltrans/Sustainable Communities Grant)

Equipment

- Bullet-Proof Vests (OJP Partnership)

Public Safety

- Community Service Officer (COPS Grant)

Streets & Circulation Improvements

- Safe Routes to Schools (Federal SR2S Grant)
- Harold & Dana Overlay (ARRA)
- Pudding Creek Reconstruction (ARRA)
- Pine & Laurel Sidewalk Infill (ARRA)

CAPITAL PROJECTS

The City's FY 2010-11 capital projects budget is found in the Capital Projects section of this Budget document. Capital projects that are in progress and/or will be initiated in FY 2010-11 include the following:

Streets & Circulation Improvements

- ARRA Overlay & Reconstruction (Pudding Creek, Harold & Dana Streets)
- ARRA Sidewalk Infill (Pine and Laurel Streets)
- Safe Routes to Schools (federal)

Parks

- Otis Johnson Park Rehabilitation
- Design & Environmental review for Coastal Trail

Community Facilities

- Downtown Parking Lot Resurfacing
- Corp Yard, Town Hall & Police Station Improvements
- Skate Plaza Project

Wastewater Facilities

- Design for Sludge Thickener; Clarifier Replacement, and Primary Digester Rehab

Water Facilities

- Environmental review and permitting for Newman Gulch Reservoir
- Waterfall Gulch Diversion Structure Improvements
- East Fort Bragg Pressure Zone Improvements

SUPPLEMENTAL REQUESTS

There are no "supplemental requests" identified in this budget. Should additional revenues become available during the year, the Council may choose to consider reestablishing staff positions that have been eliminated and/or funding one-time expenditures to improve the efficiency and effectiveness of City operations. Such discussions would occur in the context of the FY 2010-11 mid-year budget review process which will occur in February 2011.

CLOSING REMARKS

The City's proposed FY 2010-11 Budget includes very lean operating and capital budgets for the General Fund, Redevelopment Agency and Water and Wastewater Enterprises. In recognition of the economic uncertainty the City faces, the budget provides fully funded reserves in accordance with established City Council policies for cash flow, operating reserves, litigation reserves, and capital reserves. The proposed FY 2010-11 Budget is a responsible budget that sustains existing services, programs and staffing levels while recognizing the City's fiscal constraints.

I would like to thank the City Council for its steadfast leadership in identifying goals and priorities for City services to our community. I would also like to acknowledge the excellent services provided by our dedicated workforce--54 men and women who devote their technical and professional expertise on a daily basis to provide quality municipal services to the citizens of Fort Bragg. I would like to express my appreciation to each member of the City's executive management team for their diligent efforts to define FY 2010-11 Budget proposals that limit expenditures to the absolute minimum necessary to support departmental operations. I also want to acknowledge the hard work of our Finance Department staff, Finance Manager Rosana Cimolino, Senior Government Accountant Ginny Feth-Michel, Government Accountant Linda Hilliard and Finance Technician Erica Zamarippa, each of whom has contributed to the preparation of this budget document.

In closing, I believe the FY 2010-11 Budget will maintain a high level of municipal services for the Fort Bragg community while providing effective fiscal management during the current economic downturn and into the future. I look forward to continuing to work with the City Council and staff to define and implement successful programs and services that address the needs of our community.

Respectfully submitted,

Linda Ruffing
City Manager



**DIRECTORY OF ELECTED
AND APPOINTED CITY OFFICIALS**



Doug Hammerstrom
Mayor



Dave Turner
Vice Mayor



Meg Courtney
Councilmember



Dan Gjerde
Councilmember



Jere Melo
Councilmember



Linda Ruffing
City Manager

Rosana Cimolino
Finance Manager/City Treasurer

Gary Garcia
Assistant to the City Manager

Dave Goble
Public Works Director

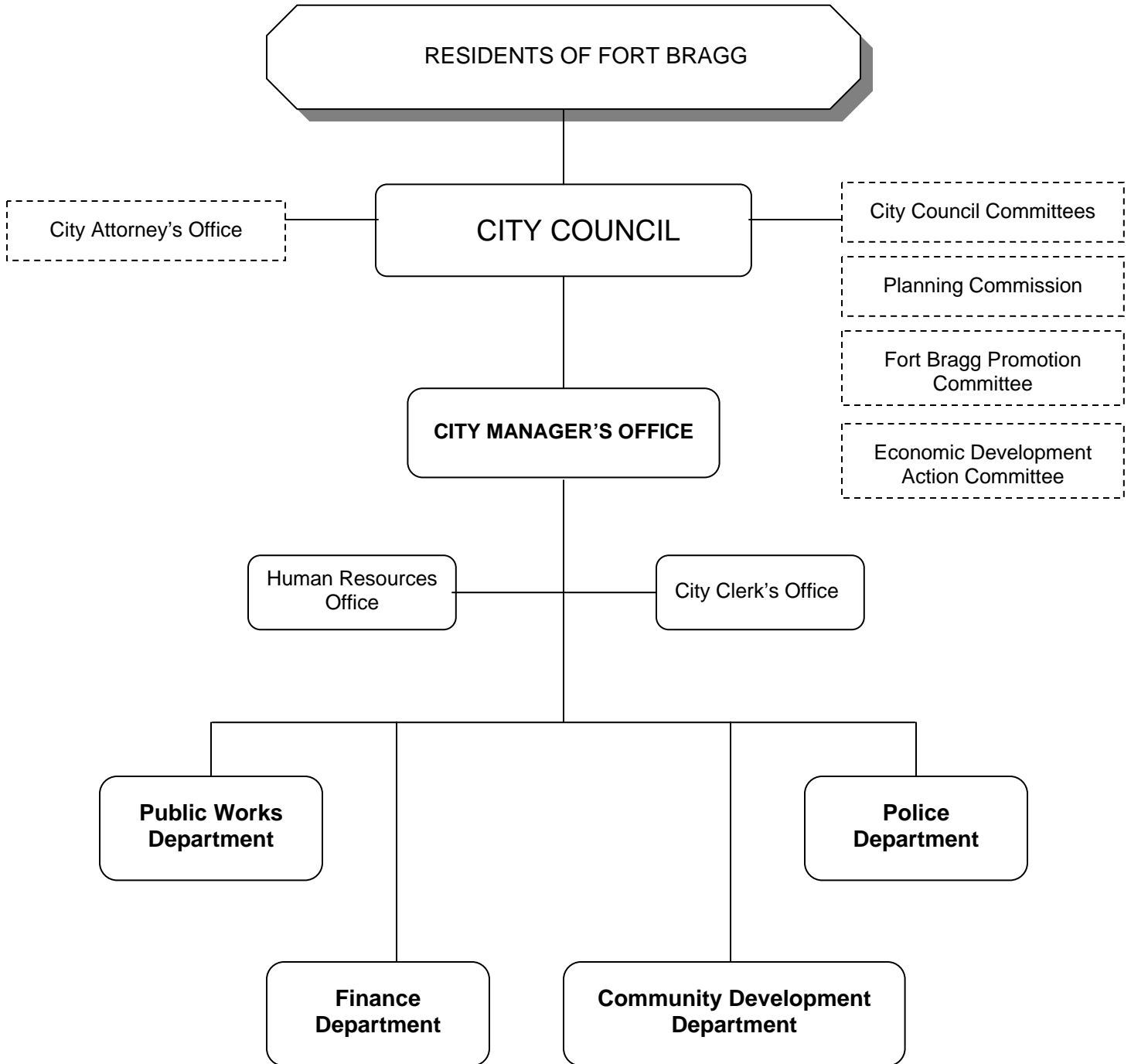
Marie Jones
Community Development Director

Mark Puthuff
Chief of Police

Cynthia VanWormer
City Clerk

Mike Gogna
City Attorney

**CITY OF FORT BRAGG
MASTER ORGANIZATIONAL CHART
2010-2011**



CITY OF FORT BRAGG - OVERVIEW

HISTORY OF FORT BRAGG

The north coast of Mendocino County was inhabited by Native Americans of the Pomo tribe for approximately 10,000 years. The Pomo people were hunter-gatherers with a close relationship to the land and the sea. Seasonal Native American villages were located along the coast, with permanent villages located north of the Ten Mile River.

In 1855, an exploration party from the Bureau of Indian Affairs visited the area, in search of a site on which to establish a reservation and the following year the Mendocino Indian Reservation was established running from the south side of the Noyo River to north of the Ten Mile River and east to Little Valley and Glen Blair. In 1857, the Fort Bragg military post was established on the Mendocino Indian Reservation approximately 1½ miles north of the Noyo River, with the purpose of maintaining order on the reservation. During the same year, a saw mill was established on the Noyo River starting what would become the major industry of the region. The military post was short-lived and records show that November 23, 1861 was the last date on which army units occupied the fort. In 1865, after 300 Native Americans were marched forcibly from the Mendocino Indian Reservation to a reservation in Round Valley, Fort Bragg as a military post was abandoned.

On August 5, 1889, Fort Bragg was incorporated as a City. C.R. Johnson was the first mayor and his Fort Bragg Redwood Company laid out the town much as it exists today – with a uniform street grid and mid-block alleys. In 1893, the Union Lumber Company was created by absorbing some of the smaller lumber companies in the area. In 1901, the Union Lumber Company incorporated the National Steamship Company to carry lumber, passengers and supplies. The steamships provided Fort Bragg's only link to manufactured comforts and staples like sugar and coffee. In 1905, the California Western Railroad was formed and a rail line was established from Fort Bragg to Willits where train connections could be made to San Francisco.

The 1906 Earthquake resulted in a fire at the lumber mill that threatened the entire City. Brick buildings throughout the City were damaged, if not destroyed completely, and many frame homes were knocked off their piers. The fire burned the entire downtown area bordered by Franklin, Redwood and McPherson Streets. Within 12 months following the earthquake, all downtown reconstruction was completed. The earthquake brought prosperity to Fort Bragg as the mills furnished lumber for the rebuilding of San Francisco. By 1916, Fort Bragg had become a popular place to visit – and to settle.

Commercial fishing also played an important role in the formation of the economic base of Fort Bragg. Noyo Harbor was once a major commercial fishing port well-known for producing quality fish products that were distributed to major metropolitan markets. In recent years, the fishing industry has declined significantly and the community's economic base has transitioned from a "resource extraction" base (i.e., timber and fishing industries) to a more service-oriented economy serving a regional coastal population of approximately 20,000 residents as well as hundreds of thousands of visitors each year.

CITY OF FORT BRAGG - OVERVIEW

CITY GEOGRAPHY

The City of Fort Bragg is located approximately 165 miles north of San Francisco and 188 miles west of Sacramento. The City occupies 2.7 square miles. Census 2000 places the City's population at 7,026. Fort Bragg is the largest city on the scenic Mendocino coast. The largest employment categories in the City include services, wholesale and retail trade, local government, public education, health care, tourism, and fishing. The mild climate and picturesque coastline makes Fort Bragg a popular tourist and recreational area.

CITY AUTHORITY

Fort Bragg is a general law city under California state law and its rights, powers, privileges, authority, and functions are established through the State constitution. These statutory rights include the power to: sue and be sued; purchase, receive by gift or bequest and hold land, make contracts and purchases and hold personal property necessary to the exercise of its powers; manage, sell, lease, or otherwise dispose of its property as the interest of its inhabitants require; levy and collect taxes authorized by law and exercise such other and further powers as may be especially conferred by law or as may be necessarily implied from those expressed.

THE CITY COUNCIL

Members of the Fort Bragg City Council are elected by the voters to serve overlapping four-year terms. The Mayor is elected by, and from, the City Council for a two-year term. The Council sets policy and exercises the legislative authority of the City. The Council holds meetings on the second and fourth Mondays of every month and at such other times as necessary. Current City Councilmembers and the dates upon which their respective terms expire are as follows:

Mayor	Doug Hammerstrom	December 2012
Vice Mayor	Dave Turner	December 2010
Councilmember	Meg Courtney	December 2010
Councilmember	Jere Melo	December 2012
Councilmember	Dan Gjerde	December 2010

MUNICIPAL IMPROVEMENT DISTRICT NO. 1

The members of the City Council also serve as the Municipal Improvement District No. 1 Board of Directors. The District was formed in 1969 for the purpose of acquiring and constructing sewer system improvements including construction of a wastewater treatment plant. The Municipal Improvement District No. 1 meets on the same schedule as the City Council, and can schedule special meetings as necessary.

CITY OF FORT BRAGG - OVERVIEW

FORT BRAGG REDEVELOPMENT AGENCY

The Fort Bragg Redevelopment Agency was formed in 1986 to authorize the collection of incremental property tax growth for the purpose of carrying out redevelopment projects; and to promote and support economic development and affordable housing development in the redevelopment project area. The City Councilmembers serve as the Redevelopment Agency Board of Directors. The Fort Bragg Redevelopment Project Area generally includes properties within the Central Business District, commercial and industrial lands along Main Street, and the former Georgia Pacific mill site.

ADMINISTRATION AND MANAGEMENT

Fort Bragg operates under the Council-Manager form of government. The City Council appoints the City Manager who appoints other City officials and is charged with overseeing the City's daily operations. Many boards, commissions, and committees assist the City Council and Administration in carrying out various aspects and functions of city government.

CITY SERVICES

The City provides a wide range of services to its residents including public safety services, construction and maintenance of streets and infrastructure, water service, community development, financial management and administrative services. Special Districts, and Joint Power Authorities (JPAs), under the jurisdiction of the City, provide emergency services, fire protection, wastewater treatment, and redevelopment services throughout the City. Other entities, not under the City's jurisdiction, that provide services to the City's population include the school district, hospital district, recreation district, harbor district, and other special districts.

CITY OF FORT BRAGG – FUND DEFINITIONS

To demonstrate fiscal accountability, various funds are established to meet the objectives of special regulations, restrictions, and/or limitations. Each fund is considered a separate accounting entity with a self-balancing set of accounts. The funds that are used in the financial reporting model for the City of Fort Bragg are outlined below:

General Fund

The General Fund is the City's primary operating fund. It is used to account for resources traditionally associated with general government activities which are not required legally or by sound fiscal management to be accounted for in another fund.

Special Revenue Funds

Special Revenue Funds are used to account for revenues that are legally restricted. Expenditure of such revenues is restricted for a particular purpose. The City has several Special Revenue Funds including the Redevelopment Agency, General Plan Maintenance Fee, Parking, Gas Tax and Fire Equipment Tax.

Debt Service Funds

Debt Service Funds are used to account for the accumulation of resources that are used in the payment of general long-term debt principal and interest as well as related fiscal agent costs.

Capital Project Funds

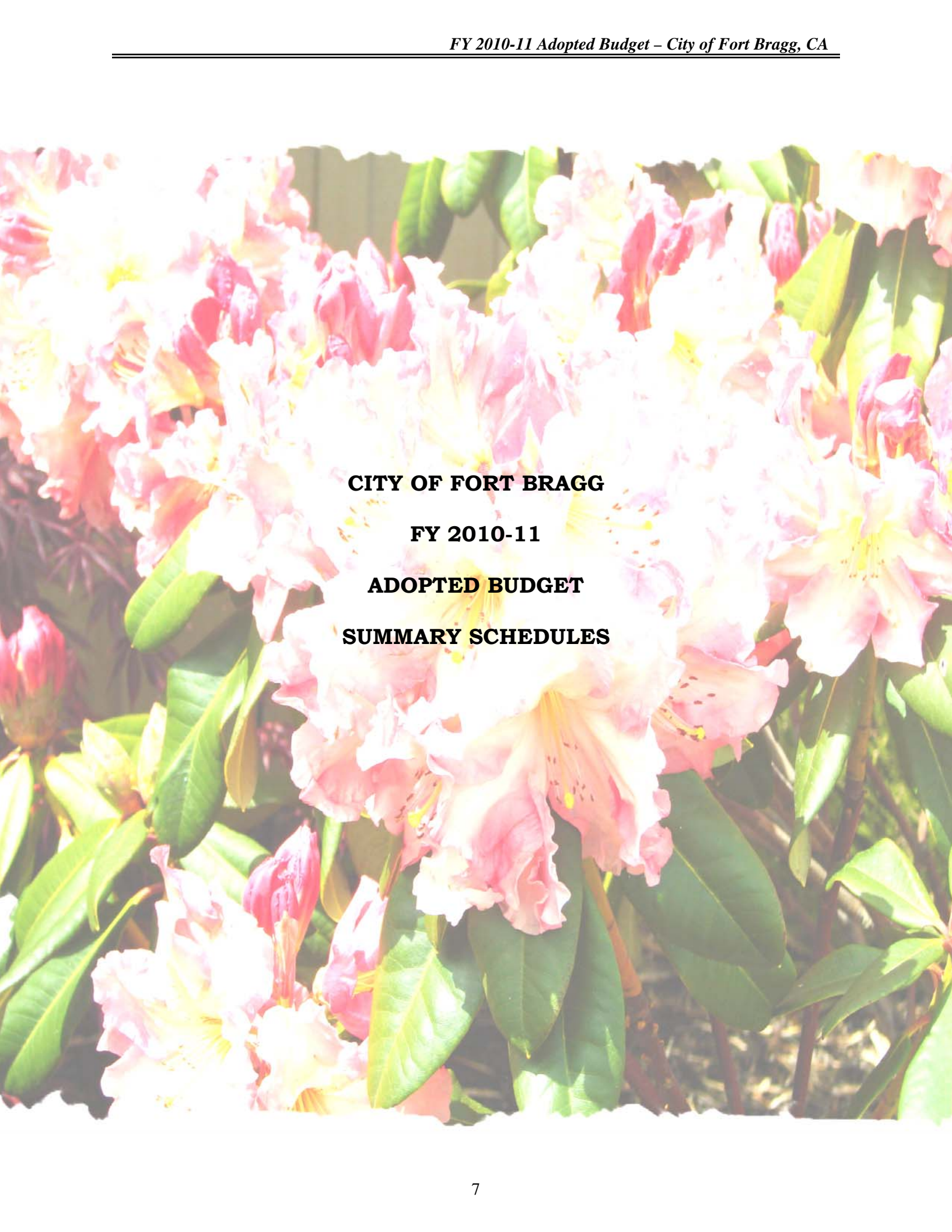
Capital Project Funds are used to account for financial resources to be used for the acquisition of property, equipment or facilities and/or the construction of major projects.

Internal Service Funds

Internal Service Funds are used by the City to account for the financing of goods and services provided by one department to other departments or agencies on a cost-reimbursement basis. They are set up to take advantage of economies of scale, to avoid duplication of effort, and to accurately identify costs of specific governmental services.

Enterprise Funds

Enterprise Funds are used to account for operations that are supported by a fee charged to external users for goods or services, similar to a private business. The City has two Enterprise Funds: Water Works and Wastewater.



CITY OF FORT BRAGG
FY 2010-11
ADOPTED BUDGET
SUMMARY SCHEDULES

City of Fort Bragg FY2010/11 Summary of Revenue, Expenditures & Fund Balance

Fund No.	Fund Type/Name	FY 2009 - 2010					FY 2010 - 2011			
		Audited Fund Balance at 07/01/09	Projected Revenue	Estimated Expenditures	Net Transfers	Projected Fund Balance at 06/30/10	FY2010/11 Budget		Net Transfers	Projected Fund Balance at 06/30/11
							Revenue	Appropriations		
110	General Fund									
	Undesignated	801,590	7,176,033	7,181,793	(67,374)	728,456	6,638,086	6,828,304	272,467	810,705
	Operating Reserve	1,350,012	-	-	-	1,350,012	-	-	(113,069)	1,236,943
114	Gen Fund Litigation Reserve	300,000	-	15,000	-	285,000	-	-	15,000	300,000
115	Gen Fund Capital Reserve	210,000	-	-	175,998	385,998	-	-	14,002	400,000
	Total General Fund	2,661,602	7,176,033	7,196,793	108,624	2,749,466	6,638,086	6,828,304	188,400	2,747,648
Special Revenue Funds, Restricted:										
116	General Plan Maint Fee Fund	154,091	29,000	-	(30,000)	153,091	25,000	-	(20,000)	158,091
117	Housing Trust Funds	-	90,500	-	-	90,500	900	-	-	91,400
120	Parking	21,145	1,650	-	-	22,795	6,200	-	(5,202)	23,793
121	Parking In Lieu Fees	10,793	75	8,000	-	2,868	50	8,120	5,202	-
122	Parkland Monitoring/Reporting	-	120,000	-	-	120,000	1,000	-	-	121,000
139	Cops Ab1913 Allocation	-	100,000	-	(100,000)	-	100,000	-	(100,000)	-
167	Police Asset Seizure Revenue	197,358	96,000	57,250	(11,000)	225,108	95,000	16,700	(83,000)	220,408
221	Highway User Tax	25,085	135,210	249,274	91,179	2,200	132,310	208,542	76,117	2,085
223	STP MCOG Streets/Hwy	47,909	95	-	(48,004)	-	-	-	-	-
225	Ab2928 Traffic Cong Relief	58,253	53,000	-	(58,253)	53,000	50,000	-	-	103,000
226	Prop 1B Street Funds	200,000	-	-	(200,000)	-	-	-	-	-
230	Traffic & Safety	32,470	10,000	35,228	-	7,242	10,000	29,375	12,133	-
250	Special Sales Tax-street Rep	742,960	710,500	5,000	(77,740)	1,370,721	690,000	-	(88,250)	1,972,471
280	Fire Tax - Fire Equip. Fund	198,707	48,600	82,183	-	165,124	49,000	-	-	214,124
	Total Special Rev Funds, Restricted	1,688,771	1,394,630	436,935	(433,818)	2,212,649	1,159,460	262,737	(203,000)	2,906,372
Special Revenue Funds, Grants:										
129	Safe Routes to School Grant	(145,709)	240,352	99,045	-	(4,402)	196,512	192,110	-	-
134	Sustainable Comm Grant	-	181,448	181,448	-	-	180,000	180,000	-	-
135	Clean Beaches Grant	50,473	51,026	101,499	-	-	-	-	-	-
136	Air Quality MD Grants	32,712	-	-	(32,712)	-	-	-	-	-
137	OWP Grants	(45)	130,537	130,537	-	(45)	66,708	66,663	-	-
146	OJP Vest Partnership Grant	1,183	750	1,500	-	433	750	1,500	2,000	1,683
152	CalTrans Planning Grant	4,216	66,673	70,889	-	-	-	-	-	-
153	04-ptaa-0317 Cdbg Plan & Tec	1,344	-	-	(1,344)	-	-	-	-	-
154	STBG Housing Rehab	66,846	-	-	-	66,846	-	-	-	66,846
155	Coastal Conservancy Grant	(35,619)	114,823	86,704	7,500	-	-	-	-	-
157	WW Coll Fac EDBG 2608	(240)	-	(240)	-	-	-	-	-	-
158	CDBG Gen Alloc Grants	(4,057)	47,155	43,098	-	-	117,500	117,500	-	-
159	Coastal Trail Caltrans Grant	(24,346)	337,846	313,500	-	-	310,723	310,723	-	-
162	Cdbg Program Income Account	243,462	82,555	-	(304,000)	22,017	200	-	-	22,217
165	EDBG PT/A Grants	(555)	69,547	68,992	-	-	30,560	30,560	-	-
166	CDBG Microenterprise Fund	24,975	388,115	413,090	-	-	507,761	507,761	-	-
169	CDBG PT/A	(6,805)	-	297,195	304,000	-	-	-	-	-
	Total Special Rev Funds, Grants	207,837	1,710,827	1,807,258	(26,556)	84,849	1,410,714	1,406,817	2,000	90,746

City of Fort Bragg FY2010/11 Summary of Revenue, Expenditures & Fund Balance

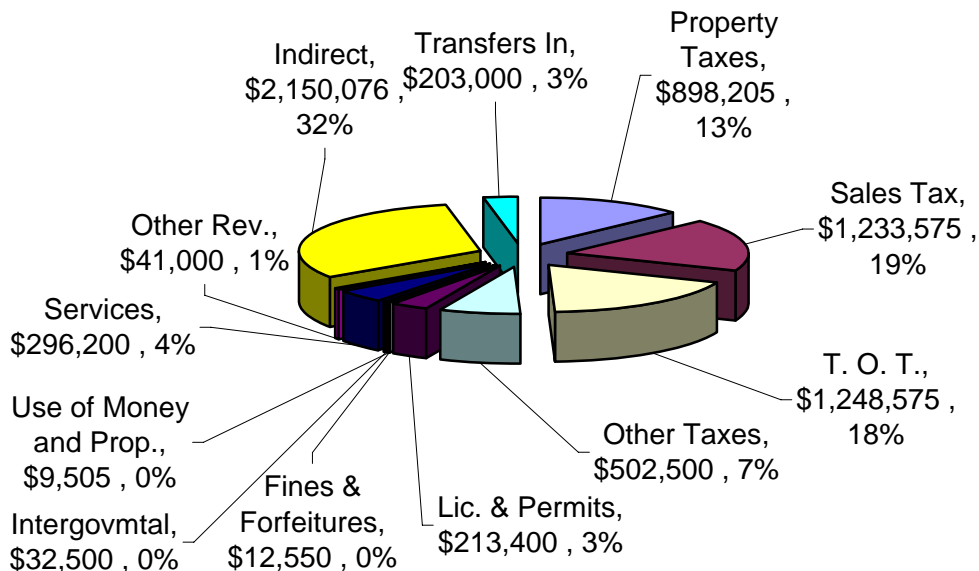
Fund No.	Fund Type/Name	FY 2009 - 2010					FY 2010 - 2011			
		Audited Fund Balance at 07/01/09	Projected Revenue	Estimated Expenditures	Net Transfers	Projected Fund Balance at 06/30/10	FY2010/11 Budget		Net Transfers	Projected Fund Balance at 06/30/11
							Revenue	Appropriations		
Capital Project Funds:										
111	General Fund Cap. Projects	128,809	-	207,311	78,502	-	-	-	-	-
133	ADA Curb Ramp & Sidewalk Pro	(80,936)	69,709	17,532	28,759	-	-	-	-	-
184	Bainbridge Park Improvements	(18,855)	220,000	228,145	27,000	-	-	-	-	-
240	Main St Realignment	-	75,000	75,000	-	-	71,000	71,000	-	-
301	Street Repair Projects	-	60	67,156	67,096	-	-	-	-	-
303	Franklin Street Reconstructn	226,150	48,540	17,491	(257,199)	-	-	-	-	-
304	RR Crossing Project	(9,300)	392,137	382,837	-	-	-	-	-	-
306	Downtown Parking Lots Resurf	75,018	-	-	-	75,018	-	75,018	-	-
307	Rubberized Chip Seal Project	(6,114)	-	(122)	5,992	-	-	-	-	-
308	Dwntwn Streetscape Ph III	(869,952)	786,839	332,886	416,000	-	-	-	-	-
309	Street Rehab Phase III ST-18	(26,207)	597,055	597,055	26,207	-	-	-	-	-
401	Otis Johnson Park Renovation	(2,315)	80,000	80,000	-	(2,315)	319,792	319,792	-	(2,315)
402	ARRA Projects	1,768	1,068,456	1,070,224	-	-	-	-	-	-
	Total Capital Project Funds	(581,934)	3,337,796	3,075,515	392,356	72,703	390,792	465,810	-	(2,315)
Agency Funds:										
170	Redevelopment Project	1,153,599	1,097,014	988,824	(95,696)	1,166,093	644,200	687,074	(281,080)	842,139
171	Redevelopment Housing	1,418,265	279,377	184,460	(217,099)	1,296,083	168,300	115,491	(34,015)	1,314,877
172	Redevelopment Debt Service	323,283	-	312,795	312,795	323,283	-	315,095	315,095	323,283
	Total Agency Funds	2,895,148	1,376,391	1,486,079	-	2,785,459	812,500	1,117,660	-	2,480,299
Internal Service Funds:										
520	Facilities Maint & Repair	101,645	98,500	102,250	(22,000)	75,895	39,100	39,100	-	75,895
521	Technology Maint & Repair	27,757	97,100	124,855	-	2	132,500	132,500	-	2
522	Fleet Services	-	-	-	-	-	262,650	211,557	-	51,093
	Total Internal Service Funds	129,403	195,600	227,105	(22,000)	75,897	434,250	383,157	-	126,990
Enterprise Funds										
610	Water O & M	1,976,635	2,098,150	2,779,916	(11,005)	1,283,864	2,114,810	2,379,831	20,200	1,039,043
614	Water Enterprise Reserves	4,176	25	-	-	4,201	25	-	-	4,226
640	Water Enterprise Capital Projects	582,523	18,000	35,300	-	565,223	15,000	-	-	580,223
	Total Water Enterprise	2,563,334	2,116,175	2,815,216	(11,005)	1,853,288	2,129,835	2,379,831	20,200	1,623,492
710	Wastewater O & M	(487,308)	2,479,766	2,559,047	31,195	(535,394)	2,635,872	2,185,874	(7,600)	(92,996)
720	Clean Water Education Fund	10,352	70	-	-	10,422	75	-	-	10,497
740	Wastewater Capital Reserve	172,261	12,600	-	(38,795)	146,066	5,750	-	-	151,816
	Total Wastewater Enterprise	(304,695)	2,492,436	2,559,047	(7,600)	(378,906)	2,641,697	2,185,874	(7,600)	69,317
	Total Enterprise Funds	2,258,639	4,608,611	5,374,263	(18,605)	1,474,382	4,771,532	4,565,705	12,600	1,692,809
	Grand Total	9,259,465	19,799,888	19,603,948	-	9,455,405	15,617,334	15,030,190	-	10,042,549

NOTE: The Redevelopment Agency fund balances include interfund loans thereby reducing the cash funds available for appropriations. Please see the Debt Service Information on pages 155-158 for further information

**GENERAL FUND
SUMMARY OF REVENUES BY CATEGORY
FY 2007-08 through 2010-11**

GENERAL FUND	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Property Taxes	\$ 891,722	\$ 899,744	\$ 821,250	\$ 912,468	\$ 898,205	-1.6%
Sales Tax	1,724,750	1,760,347	1,524,795	1,320,800	1,233,575	-6.6%
Transient Occupancy Tax	1,552,995	1,492,134	1,491,560	1,328,275	1,248,575	-6.0%
Other Taxes	538,762	523,847	550,315	509,250	502,500	-1.3%
Subtotal Taxes	4,708,229	4,676,072	4,387,920	4,070,793	3,882,855	-4.6%
Licenses & Permits	231,744	251,409	209,515	278,855	213,400	-23.5%
Fines & Forfeitures	23,905	16,118	16,300	9,550	12,550	31.4%
Use of Money and Property	72,471	40,702	48,204	9,905	9,505	-4.0%
Intergovernmental	158,921	135,834	99,000	114,500	32,500	-71.6%
Charges for Services	135,546	166,004	178,000	401,650	296,200	-26.3%
Other Revenues	87,368	83,863	80,850	78,112	41,000	-47.5%
Subtotal Other Revenues	709,955	693,931	631,869	892,572	605,155	-32.2%
GENERAL FUND BEFORE INTERFUND TRANSACTIONS	5,418,184	5,370,003	5,019,789	4,963,365	4,488,010	-9.6%
Indirect	1,556,105	2,100,056	2,212,668	2,212,668	2,150,076	
Transfers In	616,460	270,957	228,713	204,826	203,000	-0.9%
TOTAL GENERAL FUND	\$ 7,590,749	\$ 7,741,016	\$ 7,461,170	\$ 7,380,859	\$ 6,841,086	-7.3%

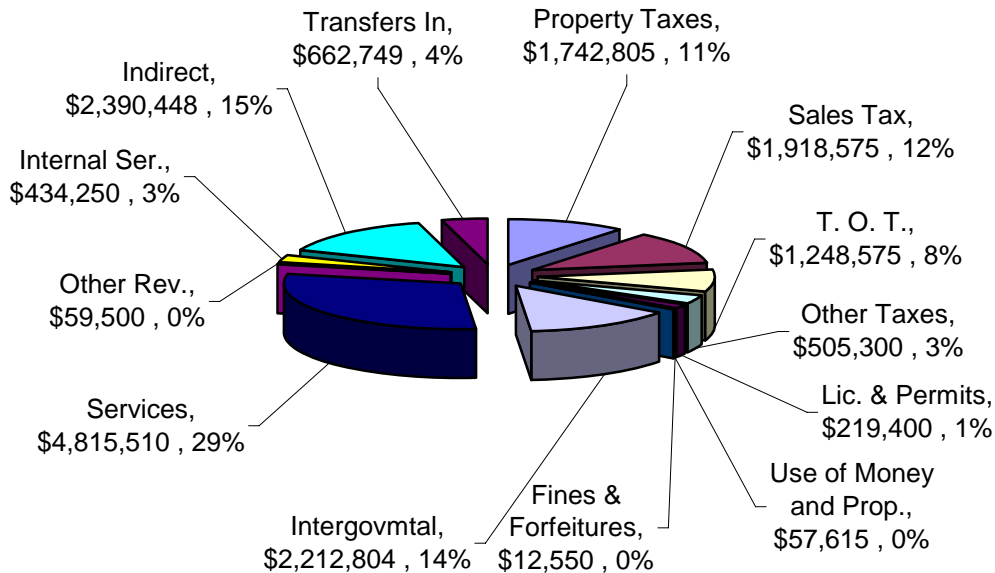
**REVENUES BY CATEGORY
FY 2010-11 GENERAL FUND**



**ALL OPERATING FUNDS
SUMMARY OF REVENUES BY CATEGORY
FY 2007-08 through 2010-11**

ALL FUNDS	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Property Taxes	\$ 2,421,017	\$ 2,295,536	\$ 2,212,986	\$ 2,319,259	\$ 1,742,805	-24.9%
Sales Tax	2,544,618	2,656,955	2,299,795	2,025,800	1,918,575	-5.3%
Transient Occupancy Tax	1,552,995	1,492,134	1,491,560	1,328,275	1,248,575	-6.0%
Other Taxes	541,285	526,494	553,615	511,950	505,300	-1.3%
Subtotal Taxes	7,059,915	6,971,120	6,557,956	6,185,284	5,415,255	-12.4%
Licenses & Permits	240,303	256,543	217,015	280,355	219,400	-21.7%
Fines & Forfeitures	23,905	16,118	16,300	9,550	12,550	31.4%
Use of Money and Property	421,681	193,061	214,450	63,085	57,615	-8.7%
Intergovernmental	3,205,429	4,274,158	5,371,490	5,461,693	2,212,804	-59.5%
Charges for Services	3,451,802	4,169,078	4,755,371	4,691,810	4,815,510	2.6%
Other Revenues	241,126	85,357	81,350	410,577	59,500	-85.5%
Subtotal Other Revenues	7,584,245	8,994,316	10,655,976	10,917,070	7,377,379	-32.4%
ALL FUNDS BEFORE INTERFUND TRANSACTIONS	14,644,160	15,965,436	17,213,932	17,102,354	12,792,634	-25.2%
Charges for Services-Internal	-	284,555	195,600	195,600	434,250	122.0%
Indirect	1,556,105	2,388,414	2,501,934	2,501,934	2,390,448	-4.5%
Transfers In	5,813,262	1,656,015	1,568,349	2,152,227	662,749	-69.2%
TOTAL ALL FUNDS	\$ 22,013,527	\$ 20,294,420	\$ 21,479,815	\$ 21,952,115	\$ 16,280,081	-25.8%

**REVENUES BY CATEGORY
FY 2010-11 ALL FUNDS**



**CITY OF FORT BRAGG
SUMMARY OF REVENUES BY FUND
Fiscal Years 2007-08 to 2010-11**

Fund Type/Name	FY 2007-08 ACTUAL	FY2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
110 General Fund	\$ 5,418,184	\$ 5,370,003	\$ 5,019,789	\$ 4,963,365	\$ 4,488,010	-9.6%
114 GF Litigation Reserve	4,928	-	-	-	-	0.0%
115 GF Capital Reserve	4,738	-	-	-	-	0.0%
Total General Fund	5,427,849	5,370,003	5,019,789	4,963,365	4,488,010	-9.6%
Special Revenue Funds:						
116 General Plan Maint Fee	34,332	23,119	21,000	29,000	25,000	-13.8%
117 Housing Trust Fund	-	-	-	90,500	900	-99.0%
119 Developer Deposit Accounts	-	-	-	-	-	0.0%
120 Parking	8,681	5,454	6,185	1,650	6,200	275.8%
121 Parking In-Lieu Fees	1,500	83	1,500	75	50	-33.3%
122 Parkland Monitoring/Reporting	-	-	-	120,000	1,000	-99.2%
129 Safe Routes to Schools Grants	28,093	203,944	209,000	240,352	196,510	-18.2%
131 STBG - Oak Street Rehab	62,296	-	-	-	-	0.0%
133 ADA Curb Ramp & Sidewalk Pjt	953,781	-	-	69,709	-	-100.0%
134 Sustainable Communities Grant	-	-	75,889	181,448	180,000	-0.8%
135 Clean Beaches Grant	154,288	1,243,096	13,000	51,026	-	-100.0%
136 Air Quality Management Grant	9,955	44,712	-	-	-	0.0%
137 MCOG-OWP Grants	-	-	123,491	130,537	66,708	-48.9%
139 COPS AB1913 Grant	100,750	100,000	100,000	100,000	100,000	0.0%
146 OJP Vest Partnership Grant	453	2,533	3,000	750	750	0.0%
147 Downtown Revitalization Pjt	-	-	-	-	-	0.0%
152 Cal DOT Transportation Planning	-	-	70,889	66,673	-	-100.0%
153 CDBG Plan & Tech Grant	(1)	-	-	-	-	0.0%
154 STBG Housing Rehab	94,637	-	-	-	-	0.0%
155 Coastal Conservancy Grant	4,163	(1,663)	42,652	114,823	-	-100.0%
157 EDBG Planning Grant	-	70,000	-	-	-	0.0%
158 CDBG General Allocation Grants	21,978	294,503	813,917	47,155	117,500	149.2%
159 Federal Approp/Cal DOT Grant	3,592	22,346	699,716	337,846	310,723	-8.0%
160 Boatyard Note Proceeds	5,826	-	-	-	-	0.0%
162 CDBG Program Income	51,336	40,953	101,315	82,555	200	-99.8%
165 EDBG Planning & Tech Assit. Grants	11,432	69,105	52,934	69,547	30,560	-56.1%
166 EDBG Microenterprise	142,872	134,322	711,301	388,115	507,761	30.8%
167 Police Asset Forfeiture	148,958	82,783	82,000	96,000	95,000	-1.0%
169 CDBG Planning & Tech Assist. Grant	3	86,227	-	-	-	0.0%
221 Gas Taxes	149,882	131,575	138,600	135,200	132,300	-2.1%
222 TDA Streets & Roads Allocation	8	-	-	10	10	0.0%
223 STP D1 Streets & Hwy Allocation	131	831	-	95	-	-100.0%
224 Todd Point Traffic Enhancement	2,053	131	-	-	-	0.0%
225 Traffic Congestion Relief	-	58,253	-	53,000	50,000	-5.7%
226 Prop 1B Street Bond Revenue	400,000	-	-	-	-	0.0%
230 Traffic & Safety	20,474	17,104	10,000	10,000	10,000	0.0%
240 MCOG 2005 Main Street Merge	15,193	-	55,000	75,000	71,000	-5.3%
250 Special Sales Tax - St. Repairs	837,927	913,870	790,000	710,500	690,000	-2.9%
280 Fire Tax - Fire Equip	48,224	47,048	52,130	48,600	49,000	0.8%
Total Special Revenue Funds	3,312,817	3,590,328	4,173,519	3,250,166	2,641,172	-18.7%

**CITY OF FORT BRAGG
SUMMARY OF REVENUES BY FUND
Fiscal Years 2007-08 to 2010-11**

Fund Type/Name		FY 2007/08 ACTUAL	FY2008/09 ACTUAL	FY 2009/10 BUDGET	FY 2009/10 PROJECTED	FY 2010/11 ADOPTED	% INCR/ (DECR)
Capital Project Funds:							
111	General Fund Capital Projects	4,026	2,486	-	-	-	0.0%
184	Bainbridge Park Improvements	17,178	(16,278)	133,615	220,000	-	-100.0%
301	Street Repair Projects	-	-	-	60	-	-100.0%
302	Laurel & Main Signal Install	218	-	-	-	-	0.0%
303	Franklin Street Reconstruction	723,374	-	-	48,540	-	-100.0%
304	RR Crossing Rehab	-	560	380,174	392,137	-	-100.0%
306	Downtown Parking Lot Resurfacing	442	-	-	-	-	0.0%
307	Rubberized Chip Seal	17,141	110,782	-	-	-	0.0%
308	Downtown Streetscape	-	950,839	-	786,839	-	-100.0%
309	MCOG 2002 STIP-Street Rehab III	-	513,680	-	597,055	-	-100.0%
401	Otis Johnson Park Project	-	-	404,297	80,000	319,792	299.7%
402	Federal ARRA Stimulus Grants	-	-	1,063,000	1,068,456	-	-100.0%
	Total Capital Project Funds	762,379	1,562,069	1,981,086	3,193,087	319,792	-90.0%
Enterprise Funds:							
610	Water Works O & M	1,863,484	1,972,398	2,287,948	2,098,150	2,114,810	0.8%
614	Water Reserves	83	205	-	25	25	0.0%
640	Water Works Capital Projects	190,593	140,465	52,510	18,000	15,000	-16.7%
	Total Water Enterprise	2,054,160	2,113,068	2,340,458	2,116,175	2,129,835	0.6%
710	Wastewater O & M	1,473,267	1,909,246	2,292,931	2,190,500	2,395,500	9.4%
714	Wastewater Reserves	-	-	-	-	-	0.0%
720	Clean Water Education	416	-	-	70	75	7.1%
731	Wastewater Debt Service	55,531	-	-	-	-	0.0%
740	Wastewater Capital Reserve	45,033	24,568	20,482	12,600	5,750	-54.4%
755	Wastewater Capital Projects	830	-	-	-	-	0.0%
	Total Wastewater Enterprise	1,575,077	1,933,814	2,313,413	2,203,170	2,401,325	9.0%
	Total Enterprise Funds:	3,629,237	4,046,882	4,653,871	4,319,345	4,531,160	4.9%
Agency Funds:							
170	Redevelopment Agency	1,165,557	1,095,893	1,096,925	1,097,014	644,200	-41.3%
171	Low & Moderate Housing	328,616	292,958	288,742	279,377	168,300	-39.8%
172	RDA - Debt Service	14,977	7,303	-	-	-	0.0%
174	Bond Proceeds	2,728	-	-	-	-	0.0%
	Total Agency Funds	1,511,878	1,396,154	1,385,667	1,376,391	812,500	-41.0%
	SUBTOTAL BEFORE INTERFUND TRNS	14,644,160	15,965,436	17,213,932	17,102,354	12,792,634	-25.2%
Internal Service Funds:							
520	Facilities Maintenance & Repair	-	148,500	98,500	98,500	39,100	-60.3%
521	Technology Maint. & Replacement	-	136,055	97,100	97,100	132,500	36.5%
522	Vehicle/Equipment Maint. & Replacem	-	-	-	-	262,650	0.0%
	Total Internal Service Funds	-	284,555	195,600	195,600	434,250	122.0%
	Indirect	1,556,105	2,388,414	2,501,934	2,501,934	2,390,448	0.0%
	Transfers In	5,813,262	1,656,015	1,568,349	2,152,227	662,749	0.0%
	TOTAL ALL FUNDS	\$ 22,013,527	\$ 20,294,420	\$ 21,479,815	\$ 21,952,115	\$ 16,280,081	-25.8%

**CITY OF FORT BRAGG
GENERAL FUND REVENUE DETAIL**

GENERAL FUND	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	%Inc/ (Dec)
Character of Revenue Summary						
Taxes						
Property Tax Secured/Unsecured	\$ 280,744	\$ 286,738	\$ 274,550	\$ 295,000	\$ 286,240	-3.0%
VLF Swap	567,441	591,500	511,500	604,868	600,000	-0.8%
Supplemental Property Tax (SB813)	38,983	12,172	30,000	8,300	7,665	-7.7%
Homeowners Property Tax Relief	4,554	9,334	5,200	4,300	4,300	0.0%
Transfer Tax	23,240	10,303	12,800	11,000	8,500	-22.7%
Motor Vehicle In-Lieu Tax	31,988	18,728	31,115	15,000	13,000	-13.3%
Sales and Use Tax	1,242,810	1,337,826	1,106,425	975,000	932,200	-4.4%
In-Lieu Sales Tax - "Triple Flip"	467,069	408,806	405,800	334,800	289,375	-13.6%
Prop 172-Sales Tax	14,870	13,715	12,570	11,000	12,000	9.1%
Transient Occupancy Tax (TOT)	1,552,995	1,492,134	1,491,560	1,328,275	1,248,575	-6.0%
Franchise Taxes	483,533	494,816	506,400	483,250	481,000	-0.5%
<i>Taxes Sub-Total</i>	<u>4,708,229</u>	<u>4,676,072</u>	<u>4,387,920</u>	<u>4,070,793</u>	<u>3,882,855</u>	<u>-4.6%</u>
Licenses & Permits						
Business Licenses	206,112	227,556	190,000	199,700	191,000	-4.4%
Construction/Building Permits	255	156	100	1,335	100	-92.5%
Building Permit Surcharge	18,139	13,735	12,765	70,580	15,000	-78.7%
Other License and Permits	7,238	9,962	6,650	7,240	7,300	0.8%
<i>License & Permits Sub-Total</i>	<u>231,744</u>	<u>251,409</u>	<u>209,515</u>	<u>278,855</u>	<u>213,400</u>	<u>-23.5%</u>
Fines & Forfeitures						
Parking Fines	22,214	12,774	14,000	8,500	12,000	41.2%
Miscellaneous Fines	1,691	3,345	2,300	1,050	550	-47.6%
<i>Fines & Forfeitures Sub-Total</i>	<u>23,905</u>	<u>16,118</u>	<u>16,300</u>	<u>9,550</u>	<u>12,550</u>	<u>31.4%</u>
Use of Money and Property						
Investment Interest Earned	66,035	38,283	45,000	6,700	6,500	-3.0%
Rents, Lease, Concessions	6,437	2,419	3,204	3,205	3,005	-6.2%
<i>Use of Money & Property Sub-Total</i>	<u>72,472</u>	<u>40,702</u>	<u>48,204</u>	<u>9,905</u>	<u>9,505</u>	<u>-4.0%</u>
Intergovernmental Revenues						
DNA Reimbursement	8,623	6,706	4,000	4,000	5,000	25.0%
POST Reimbursement	30,862	30,458	24,000	18,000	20,000	11.1%
State Booking Fee Reimbursement	686	710	1,000	3,500	7,500	
Title II Grant (SRO Officer)	118,750	97,960	70,000	89,000	-	-100.0%
<i>Intergovernmental Sub-Total</i>	<u>158,921</u>	<u>135,834</u>	<u>99,000</u>	<u>114,500</u>	<u>32,500</u>	<u>-71.6%</u>
Charges for Services						
Community Development Fees	21,188	16,547	16,450	6,000	6,500	8.3%
Grant Administration Funds	-	65,966	80,000	239,000	179,000	-25.1%
Reimbursement - Developer Deposits	92,821	56,410	60,000	130,000	85,000	-34.6%
Police Fingerprints	16,041	21,035	17,000	20,000	20,000	0.0%
Other Current Services	5,495	6,046	4,550	6,650	5,700	-14.3%
<i>Charges for Services Sub-Total</i>	<u>135,546</u>	<u>166,004</u>	<u>178,000</u>	<u>401,650</u>	<u>296,200</u>	<u>-26.3%</u>
Other Revenues						
Liability Insurance Refund	38,756	42,465	35,000	42,487	25,000	-41.2%
Miscellaneous Revenue	48,612	41,398	45,850	35,625	16,000	-55.1%
<i>Other Revenues Sub-Total</i>	<u>87,368</u>	<u>83,863</u>	<u>80,850</u>	<u>78,112</u>	<u>41,000</u>	<u>-47.5%</u>
SUBTOTAL GENERAL FUND REVENUE	<u>5,418,184</u>	<u>5,370,003</u>	<u>5,019,789</u>	<u>4,963,365</u>	<u>4,488,010</u>	<u>-9.6%</u>
Other Financing Sources:						
Internal Service Charges	1,556,105	2,100,056	2,212,668	2,212,668	2,150,076	-2.8%
Transfers In From Other Funds	616,460	270,957	228,713	204,826	203,000	-0.9%
<i>Operating Transfers Sub-Total</i>	<u>2,172,565</u>	<u>2,371,013</u>	<u>2,441,381</u>	<u>2,417,494</u>	<u>2,353,076</u>	<u>-2.7%</u>
TOTAL GENERAL FUND REVENUE	<u>\$ 7,590,749</u>	<u>\$ 7,741,016</u>	<u>\$ 7,461,170</u>	<u>\$ 7,380,859</u>	<u>\$ 6,841,086</u>	<u>-7.3%</u>

**CITY OF FORT BRAGG
REVENUE SUMMARY**

City of Fort Bragg taxes remain the largest resource available for supporting City operations and the FY 2010/11 Operating Budget. Taxes represent 56.3% of all General Fund revenues and primarily include sales tax, transient occupancy taxes, utility franchise taxes, property taxes and a voter approved district tax for the improvement of local streets and roads.

SALES TAX

	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Sales Tax:						
General Fund	\$ 1,724,749	\$ 1,760,347	\$ 1,524,795	\$ 1,320,800	\$ 1,233,575	-6.6%
Special Sales Tax Fund	819,868	896,609	775,000	705,000	685,000	-2.8%
Total Sales Tax	\$ 2,544,617	\$ 2,656,955	\$ 2,299,795	\$ 2,025,800	\$ 1,918,575	-5.3%

Sales and use tax is the City's largest outside source of revenue and represents 17.9% of the City's total General Fund revenue. Sales tax is an excise tax imposed on retailers for the privilege of selling tangible personal property. The Use Tax is an excise tax imposed on a person for the storage, use, or other consumption of tangible personal property purchased from out-of-state vendors not collecting California sales tax and retailer use of items purchased using a resale certificate. The proceeds of sales and use taxes imposed within the boundaries of the City are distributed by the State to various agencies, with the City of Fort Bragg receiving one percent. In February 2009, a temporary 1% increase to the State sales tax rate was approved. This increase is scheduled to sunset in June 2011. The distribution of the sales tax proceeds is shown in the table below.

The district tax, passed by the voters of the City of Fort Bragg, is considered to be a special use tax and all funds collected must be utilized for the specified purpose (street repair) only.

As part of the Proposition 57 State fiscal recovery funding mechanism 0.25% of the City's 1% Bradley-Burns sales tax is diverted to finance the State's Fiscal Recovery Fund and replaced dollar-for-dollar with property tax revenue. This action, known as the "triple flip", is to last only for the life of the State bond issue (currently estimated at five to ten years). The replacement property taxes will continue to be recorded as sales tax receipts because the growth formula for these receipts is tied to sales and because this action is considered to be temporary.

Where Does Your Sales Tax go?	
Receiver	%
State (General Fund)	6.00%
State (Fiscal Recovery Fund)	0.25%
State (Local Revenue Fund)	0.50%
State (Local Public Safety Fund)	0.50%
Local (City of Fort Bragg)	0.75%
Local (District Tax, City of Fort Bragg Street Repairs)	0.50%
Local (County Transportation Fund)	0.25%
Total Sales & Use Tax Rate	8.75%

**CITY OF FORT BRAGG
REVENUE SUMMARY - Continued**

TRANSIENT OCCUPANCY TAX

	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Transient Occupancy Tax:						
General Fund	\$ 1,552,995	\$ 1,492,134	\$ 1,491,560	\$ 1,328,275	\$ 1,248,575	-6.0%
Total TOT	\$ 1,552,995	\$ 1,492,134	\$ 1,491,560	\$ 1,328,275	\$ 1,248,575	-6.0%

Transient Occupancy Tax (TOT) is the 2nd largest outside revenue source to the General Fund representing 18.1% of the City's total General Fund revenue and 32.2% of all General Fund taxes. A 10% TOT is levied on the rental price for transient lodging charged by hotels and motels within the City when the period of occupancy is 30 days or less. The City projects that TOT revenues will show a decline of approximately 11% in FY 2009/10 and decline further by approximately 6.0% during the 2010/11 fiscal year.

PROPERTY TAX

	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Property Taxes:						
General Fund	\$ 891,722	\$ 899,744	\$ 821,250	\$ 912,468	\$ 898,205	-1.6%
Redevelopment Agency	1,134,373	1,078,408	1,074,845	1,089,514	637,200	-41.5%
Low/Moderate Housing	283,593	269,603	268,261	269,377	159,300	-40.9%
Wastewater Enterprise	67,733	3,627	-	-	-	
Fire Tax-Fire Equipment	43,596	44,154	48,630	47,900	48,100	0.4%
Total Property Taxes	\$ 2,421,017	\$ 2,295,536	\$ 2,212,986	\$ 2,319,259	\$ 1,742,805	-24.9%

Property tax accounts for 32.4% of all City tax revenues. Property tax is an ad valorem (value-based) tax imposed on real property and tangible personal property within the City's jurisdiction. It includes two major elements: secured or real property (e.g., house and land on which the house was built), and unsecured or personal property (e.g., machinery). Under Proposition 13, the general property tax rate cannot exceed one percent of a property's assessed value plus other assessments as approved by the voters. The assessed value of real property that has not changed ownership increases by the change in the California Consumer Price index up to a maximum of two percent per year. Property is assessed at the full market value upon change of ownership. Newly constructed property is assessed at the full market value in the first year in which the construction is completed.

**CITY OF FORT BRAGG
REVENUE SUMMARY - Continued**

For FY 2009/10, the City projects total property tax receipts of \$2.3 million, which includes a \$305k backfill of in-lieu vehicle license fees (VLF). In 2004 Proposition 1A permanently reduced the State’s VLF rate from 2% to 0.65%, and substituted the VLF amount previously paid to the City with an equivalent amount of property tax. Proposition 1A protects revenues received from the 0.65% by requiring that the Legislature provide a replacement source of revenue to cities and counties (i.e.: property tax). The backfill amount due the City has permanently become property tax revenue that now grows based on assessed valuations. General Fund property tax revenue for FY 2010/11 is anticipated to decline 0.2% to \$911k.

The Redevelopment Agency FY 2010/11 decline in revenues from FY 2009/10 reflects the success of Georgia Pacific’s appeal of the county’s 2005 reassessment of the former mill site property. The resulting revenue shortfall in FY 2010/11 is anticipated to be approximately \$560k. As Georgia-Pacific has overpaid taxes since the 2005 reassessment the Redevelopment Agency revenues will be severely reduced for the next 2-3 years until the overpayment is resolved and Georgia-Pacific begins paying taxes based on the revised assessment.

OTHER TAXES

	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Other Taxes:						
General Fund	\$ 538,762	\$ 523,847	\$ 550,315	\$ 511,950	\$ 505,300	-1.3%
Total Other Taxes	\$ 538,762	\$ 523,847	\$ 550,315	\$ 511,950	\$ 505,300	-1.3%

Other taxes account for 12.7% of total General Fund revenues and primarily reflect franchise fees, Motor Vehicle In-Lieu Taxes and Transfer Taxes. Franchise fees are collected from Pacific Gas & Electric, Waste Management and Comcast. These revenues are anticipated to remain flat.

The Motor Vehicle In-Lieu (MVLIF) Tax revenues are license fees collected by the California Department of Motor Vehicles (DMV). The State withholds a portion of these fees for the support of the DMV. The remaining fees are divided equally between counties and cities, and their aggregate shares are distributed in proportion to the respective populations of the cities and counties of the State. As the State administrative fees have increased this revenue has declined by 53% from \$32k in FY 2007/08 to an anticipated \$15k in FY 2010/11. Transfer taxes have declined in conjunction with real estate sales and are projected to be approximately \$11k in FY 2009/10 and \$8.5k in FY 2010/11.

**CITY OF FORT BRAGG
REVENUE SUMMARY - Continued**

LICENSES & PERMITS

	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Licenses & Permits:						
General Fund	\$ 231,744	\$ 251,409	\$ 209,515	\$ 278,855	\$ 213,400	-23.5%
Parking Fund	7,059	5,134	7,500	1,500	6,000	300.0%
Total Licenses & Permits	\$ 238,803	\$ 256,543	\$ 217,015	\$ 280,355	\$ 219,400	-21.7%

In the General Fund, licenses and permits are projected at \$278k in FY 2009/10. The 11% increase over FY 2008/09 reflects collection of deferred revenue from a prior fiscal year. Revenue projected for FY 2010/11 primarily reflects a decline in business license and building permit revenues, which are reflective of the economic downturn.

FINES & FORFEITURES

	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Fines & Forfeitures:						
General Fund	\$ 23,905	\$ 16,118	\$ 16,300	\$ 9,550	\$ 12,550	31.4%
Total Fines & Forfeitures	\$ 23,905	\$ 16,118	\$ 16,300	\$ 9,550	\$ 12,550	31.4%

Fines and forfeitures include parking fines as well as restitution and “driving under the influence” cost recovery revenues. Fines and forfeitures represent 0.18% or \$12.6k, of all General Fund revenues. Projections estimate a decrease of approx. 40.7% below FY 2008/09 totals in FY 2009/10. Revenues are expected to increase in FY 2010/11 due to increased parking enforcement.

**CITY OF FORT BRAGG
REVENUE SUMMARY - Continued**

USE OF MONEY & PROPERTY

	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Use of Money & Property:						
General Fund	\$ 72,401	\$ 40,702	\$ 48,200	\$ 9,905	\$ 9,505	-4.0%
Other Governmental	123,602	32,089	23,685	9,385	9,260	-1.3%
Redevelopment Agency	93,901	48,143	42,561	17,500	16,000	-8.6%
Enterprise Funds	131,777	72,127	100,000	26,295	22,850	-13.1%
Total Use of Money & Property	\$ 421,681	\$ 193,061	\$ 214,446	\$ 63,085	\$ 57,615	-8.7%

Use of money and property represents approximately \$9.9k or 13% of all General Fund revenues and \$63.1k or 26% of all fund revenues. These revenues are derived primarily from investment earnings, interest earned on loans and advances made to other City funds, and from lease payments for City owned properties. Earnings continue to decline due to the combination of significantly lower funds held on deposit and lower interest rates.

Currently the City invests cash reserves in the State’s Local Agency Investment Fund (LAIF) program. An analysis of other low-risk investments is in process as LAIF interest rates are currently quite low. FY 2010/11 revenues are projected at \$57,615, a decrease from FY 2009/10 of 8.7%.

INTERGOVERNMENTAL

	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Intergovernmental:						
General Fund	\$ 158,921	\$ 135,834	\$ 99,000	\$ 114,500	\$ 32,500	-71.6%
Other Governmental	3,205,429	4,274,158	5,272,490	5,347,193	2,180,304	-59.2%
Total Intergovernmental	\$ 3,364,350	\$ 4,409,992	\$ 5,371,490	\$ 5,461,693	\$ 2,212,804	-59.5%

Revenue from Intergovernmental charges includes payments, reimbursements, grants and subventions the City receives from the State and Federal governments, as well as other agencies. For FY 2009/10, the projected general fund revenue is projected at \$114,500. The largest General Fund revenue contributors in this category include \$89k grant for the School Resource Officer and \$18k from Peace Officer Standards and Training (POST) reimbursements.

**CITY OF FORT BRAGG
REVENUE SUMMARY - Continued**

CHARGES FOR SERVICES

	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Charges for Services:						
General Fund	\$ 135,546	\$ 166,004	\$ 178,000	\$ 401,650	\$ 296,200	-26.3%
Other Governmental	40,277	33,440	24,000	33,560	29,500	-12.1%
Enterprise Funds	3,275,979	3,969,634	4,553,371	4,256,600	4,489,810	5.5%
Total Charges for Services	\$ 3,451,802	\$ 4,169,078	\$ 4,755,371	\$ 4,691,810	\$ 4,815,510	2.6%

Service charges represent 4.3% or \$296.2k of total General Fund revenue and for FY 2010/11 primarily include development fees and services and police fingerprinting revenues. Enterprise revenues represent 27.7% of all City revenues and include water utility revenues of \$2.1 million and wastewater utility revenues of \$2.4 million. For FY 2009/10, water and wastewater sales reflect increased fees effective July 1, 2009 representing an estimated, aggregate increase of 9% for water utilities and 20% for sewer utilities.

OTHER REVENUES

	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Other Revenues:						
General Fund	\$ 1,643,473	\$ 2,183,919	\$ 2,293,518	\$ 2,290,780	\$ 2,191,076	-4.4%
Other Governmental		284,555	-	606,336	434,250	-28.4%
Enterprise Funds	153,748	289,852	289,766	325,716	258,872	-20.5%
Total Other Revenues	\$ 1,797,221	\$ 2,758,326	\$ 2,583,284	\$ 3,222,832	\$ 2,884,198	-10.5%

Other revenues include grant administration reimbursements, liability insurance refunds, and reimbursement revenues to the General Fund from other funds for services provided on behalf of the other City funds.

These reimbursements from other funds are in conformance with Generally Accepted Accounting Principles and bring to light the true operating cost of each department, program, and the general operating fund. (See page 33 for Salary/Benefit and Overhead Allocations.)

**CITY OF FORT BRAGG
REVENUE SUMMARY - Continued**

OTHER FINANCING SOURCES

	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Other Financing Resources:						
General Fund	\$ 616,459	\$ 270,957	\$ 228,713	\$ 204,826	\$ 203,000	-0.9%
Other Governmental	4,086,463	1,636,618	1,288,041	1,895,806	439,549	-76.8%
Enterprise Funds	1,110,339	32,995	51,959	51,595	20,200	-60.8%
Total Other Financing Resources	\$ 5,813,261	\$ 1,940,570	\$ 1,568,713	\$ 2,152,227	\$ 662,749	-69.2%

Other financing sources of \$662.7k in FY 2010/11 reflect operating transfers received from other funds. The transfer to other governmental funds includes \$434.3k to the internal service funds. Internal service funds were established to centrally track costs related to facilities, technology and vehicle expenditures allowing for better visibility of the actual annual costs of each area and to share or distribute the cost of certain purchases between the General Fund, Water Enterprise and Sewer Enterprise. While an internal service fund is structured such that items are reimbursed on a 'break even' cost recovery basis, it is anticipated and appropriate to allow for a reserve to accumulate in order to meet the needs associated with scheduled multi-year replacement programs.

Transfers to Redevelopment Agency funds reflect the annual operating transfer from the Redevelopment Agency Project Fund and the Low & Moderate Income Housing Fund into the Redevelopment Debt Service Fund for principle and interest payments on the 2004 tax allocation bonds. Additionally, FY 2009/10 includes a debt service re-allocation from the Low and Moderate Income Housing Fund. The bonds for the Glass Beach Redevelopment Project that were refinanced in 2004 had previously been paid in part by the Housing Fund, but the practice was discontinued for several years during which time the Project Fund made all payments. Reimbursement of past years' payments in the amount of \$183K was transferred into the RDA Project Fund from the Housing Fund. The FY 2010/11 RDA Project Fund payment amount has been reduced by the annual contribution from the Housing Fund. The Low & Moderate Income Housing Fund will continue to share the annual debt service payment in the future.

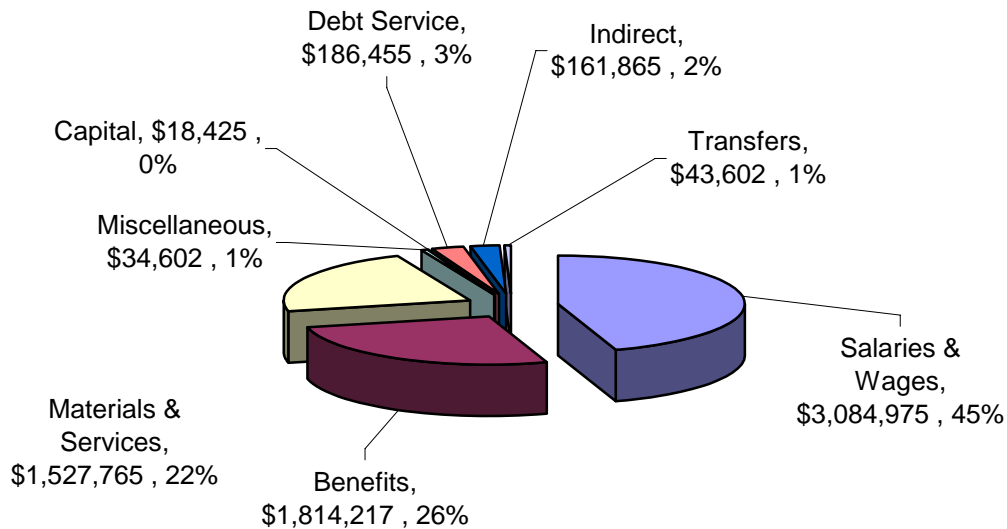
**GENERAL FUND
SUMMARY OF EXPENDITURES BY CATEGORY
FY 2007-08 through 2010-11**

GENERAL FUND	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Salaries & Wages	\$ 2,954,993	\$ 3,175,136	\$ 3,449,938	\$ 3,282,292	\$ 3,084,975	-6.0%
Benefits	1,530,075	1,671,560	1,883,463	1,850,472	1,814,217	-2.0%
Materials & Services	1,649,358	1,656,820	1,841,709	1,633,310	1,527,765	-6.5%
Other Expenditures	261,221	79,251	42,120	34,078	34,602	1.5%
Capital	240,365	50,248	35,725	16,850	18,425	9.3%
Debt Service	208,067	227,875	233,376	233,376	186,455	-20.1%
General Fund Subtotal	6,844,079	6,860,890	7,486,331	7,050,378	6,666,439	-5.4%
Indirect	-	194,847	131,415	131,415	161,865	23.2%
Transfers	1,322,535	106,492	272,200	272,200	43,602	-84.0%
TOTAL GENERAL FUND	\$ 8,166,613	\$ 7,162,229	\$ 7,889,946	\$ 7,453,993	\$ 6,871,906	-7.8%

Note:

Indirect Expenses (Costs) = Expenses that cannot be specifically associated with a given service, program, or department and thus, cannot be clearly associated with a particular functional category. Indirect costs may also be viewed as 'shared costs.'

**EXPENDITURES BY CATEGORY
FY 2010-11 GENERAL FUND**



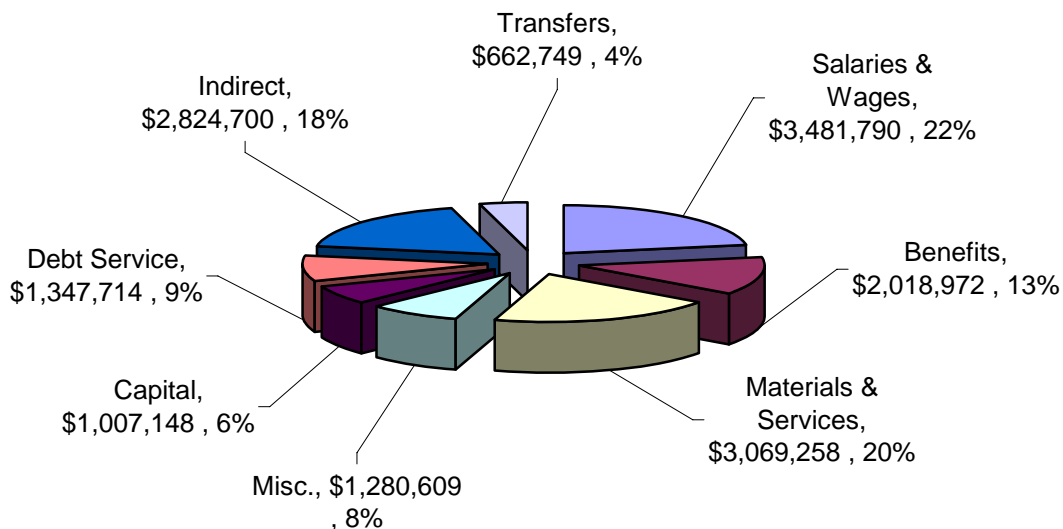
**ALL FUNDS
SUMMARY OF EXPENDITURES BY CATEGORY
FY 2007-08 through 2010-11**

ALL FUNDS	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
Salaries & Wages	\$ 3,432,090	\$ 3,668,917	\$ 3,937,696	\$ 3,752,768	\$ 3,481,790	-7.2%
Benefits	1,780,101	1,933,361	2,146,281	2,134,500	2,018,972	-5.4%
Materials & Services	3,243,106	2,948,099	3,831,980	3,224,417	3,069,258	-4.8%
Other Expenditures	496,562	923,137	2,647,943	2,011,629	1,280,609	-36.3%
Capital	4,761,141	7,096,406	7,135,468	4,612,786	1,007,148	-78.2%
Debt Service	1,316,008	1,276,036	1,240,532	1,157,162	1,347,714	16.5%
All Funds Subtotal	15,029,007	17,845,954	20,939,899	16,893,262	12,205,491	-27.7%
Indirect	-	2,672,969	2,697,533	2,697,533	2,824,700	4.7%
Transfers	5,813,263	1,656,015	1,618,369	2,165,377	662,749	-69.4%
TOTAL ALL FUNDS	\$ 20,842,269	\$ 22,174,938	\$ 25,255,801	\$ 21,756,172	\$ 15,692,940	-27.9%

Note:

Indirect Expenses (Costs) = Expenses that cannot be specifically associated with a given service, program, or department and thus, cannot be clearly associated with a particular functional category. Indirect costs may also be viewed as 'shared costs.'

**EXPENDITURES BY CATEGORY
FY 2010-11 ALL FUNDS**



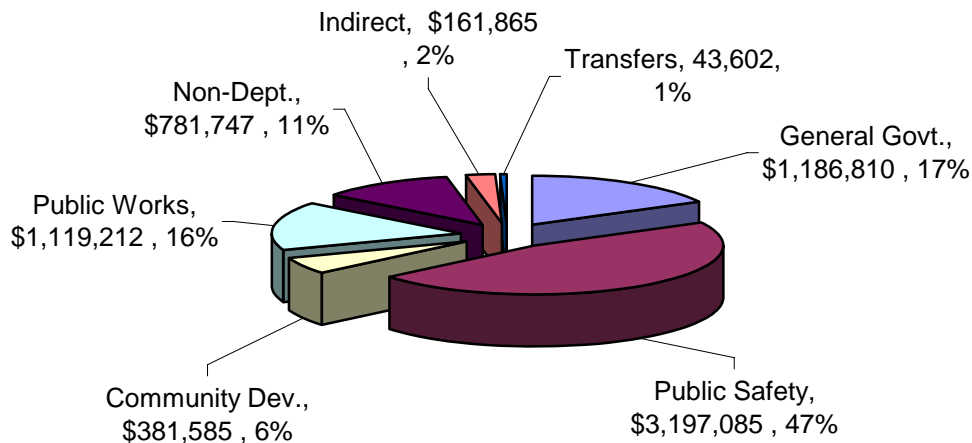
**GENERAL FUND
SUMMARY OF EXPENDITURES BY FUNCTION
FY 2007-08 through 2010-11**

GENERAL FUND	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
General Government	\$ 1,227,652	\$ 1,263,325	\$ 1,326,648	\$ 1,250,614	\$ 1,186,810	-5.1%
Public Safety	3,279,008	3,187,582	3,588,665	3,397,299	3,197,085	-5.9%
Community Development	403,351	440,897	471,073	382,647	381,585	-0.3%
Public Works	1,045,544	1,167,657	1,317,781	1,251,131	1,119,212	-10.5%
Non-Departmental	888,524	801,428	782,164	768,687	781,747	1.7%
General Fund Subtotal	6,844,079	6,860,890	7,486,331	7,050,378	6,666,439	-5.4%
Indirect	-	194,847	131,415	131,415	161,865	23.2%
Transfers	1,322,535	106,492	272,200	272,200	43,602	-84.0%
TOTAL GENERAL FUND	\$ 8,166,613	\$ 7,162,229	\$ 7,889,946	\$ 7,453,993	\$ 6,871,906	-7.8%

Note:

Indirect Expenses (Costs) = Expenses that cannot be specifically associated with a given service, program, or department and thus, cannot be clearly associated with a particular functional category. Indirect costs may also be viewed as ‘shared costs.’

**EXPENDITURES BY FUNCTION
FY 2010-11 GENERAL FUND**



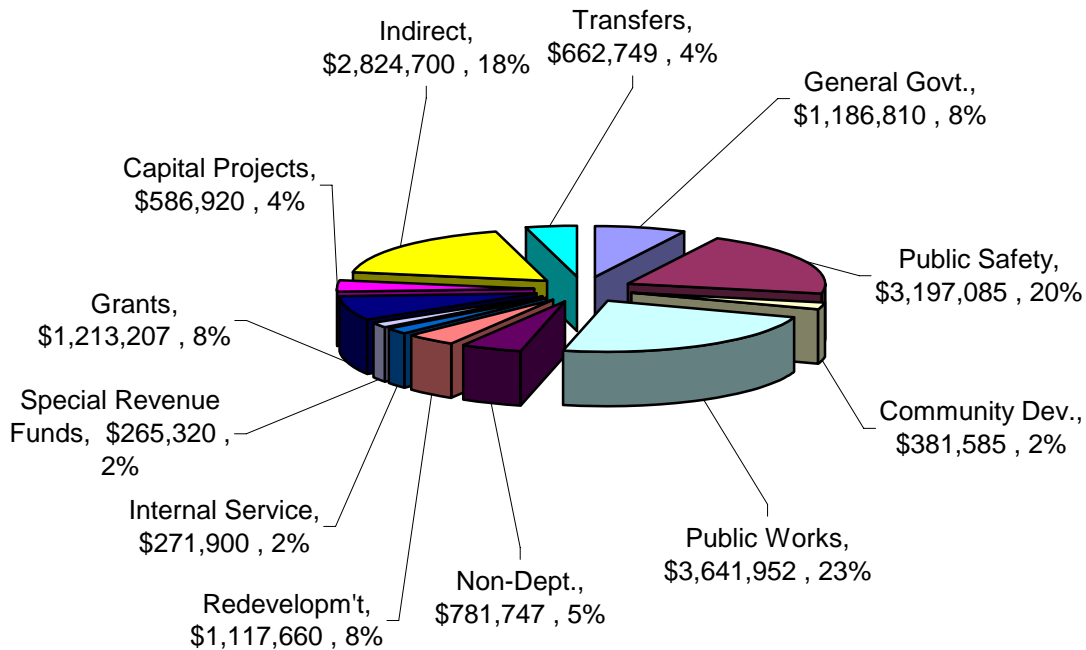
**GENERAL FUND
EXPENDITURES BY FUNCTION/PROGRAM
FY 2007-08 through 2010-11**

GENERAL FUND	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
General Government						
City Council	\$ 88,742	\$ 91,057	\$ 98,864	\$ 94,785	\$ 107,000	12.9%
City Manager	352,885	341,977	381,029	372,157	356,030	-4.3%
City Attorney	140,634	144,433	130,000	130,000	130,000	0.0%
City Clerk	183,872	195,336	191,766	184,447	184,240	-0.1%
Finance	420,096	469,639	500,239	460,365	398,240	-13.5%
Human Resources	41,424	20,882	24,750	8,860	11,300	27.5%
General Govt. Subtotal	1,227,652	1,263,325	1,326,648	1,250,614	1,186,810	-5.1%
Non-Departmental						
Community Organization	114,621	112,344	106,838	104,206	91,162	-12.5%
Caspar Closure & Landfill	199,023	216,189	216,294	221,294	221,260	0.0%
Other Non-Departmental	574,880	472,895	459,032	443,187	469,325	5.9%
Non-Dept. Subtotal	888,524	801,428	782,164	768,687	781,747	1.7%
Public Safety						
Police Department	2,929,334	2,833,985	3,211,815	3,043,999	2,843,085	-6.6%
Fire	349,675	353,597	376,850	353,300	354,000	0.2%
Public Safety Subtotal	3,279,008	3,187,582	3,588,665	3,397,299	3,197,085	-5.9%
Community Services						
Community Development	403,351	440,897	471,073	382,647	381,585	-0.3%
Public Works	1,045,544	1,167,657	1,317,781	1,251,131	1,119,212	-10.5%
Community Svc's Subtotal	1,448,895	1,608,554	1,788,854	1,633,778	1,500,797	-8.1%
General Fund Subtotal	6,844,079	6,860,890	7,486,331	7,050,378	6,666,439	-5.4%
Indirect	-	194,847	131,415	127,045	161,865	27.4%
Fund Transfers	1,322,535	106,492	272,200	272,200	43,602	-84.0%
TOTAL GENERAL FUND	\$ 8,166,613	\$ 7,162,229	\$ 7,889,946	\$ 7,449,623	\$ 6,871,906	-7.8%

**ALL FUNDS
SUMMARY OF EXPENDITURES BY FUNCTION
FY 2007-08 through 2010-11**

ALL FUNDS	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
General Government	\$ 1,227,652	\$ 1,263,325	\$ 1,326,648	\$ 1,250,614	\$ 1,186,810	-5.1%
Public Safety	3,279,008	3,187,582	3,588,665	3,397,299	3,197,085	-5.9%
Community Development	403,351	440,897	471,073	382,647	381,585	-0.3%
Public Works	3,938,707	3,523,179	4,938,405	4,498,745	3,641,952	-19.0%
Non-Departmental	888,524	801,428	782,164	768,687	781,747	1.7%
Redevelopment	509,663	551,149	477,439	1,028,289	678,965	-34.0%
Internal Service	-	155,152	310,322	227,105	271,900	19.7%
Special Revenue Funds	111,166	130,346	628,326	463,661	265,320	-42.8%
Grants	606,038	743,239	3,543,902	1,425,408	1,213,207	-14.9%
Capital Projects	4,064,898	7,049,657	4,872,955	3,450,807	586,920	-83.0%
Subtotal	15,029,007	17,845,955	20,939,899	16,893,262	12,205,491	-27.7%
Indirect	-	2,672,969	2,697,533	2,697,533	2,824,700	4.7%
Transfers	5,813,263	1,656,015	1,618,369	2,165,377	662,749	-69.4%
TOTAL ALL FUNDS	\$ 20,842,269	\$ 22,174,939	\$ 25,255,801	\$ 21,756,172	\$ 15,692,940	-27.9%

**EXPENDITURES BY FUNCTION
FY 2010-11 ALL FUNDS**



**ALL FUNDS
EXPENDITURES BY FUNCTION/PROGRAM
FY 2007-08 through 2010-11**

ALL FUNDS	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGET	FY 2009-10 PROJECTED	FY 2010-11 ADOPTED	% INCR/ (DECR)
General Government						
City Council	\$ 88,742	\$ 91,057	\$ 98,864	\$ 94,785	\$ 107,000	12.9%
City Manager	352,885	341,977	381,029	372,157	356,030	-4.3%
City Attorney	140,634	144,433	130,000	130,000	130,000	0.0%
City Clerk	183,872	195,336	191,766	184,447	184,240	-0.1%
Finance	420,096	469,639	500,239	460,365	398,240	-13.5%
Human Resources	41,424	20,882	24,750	8,860	11,300	27.5%
General Govt. Subtotal	1,227,652	1,263,325	1,326,648	1,250,614	1,186,810	-5.1%
Non-Departmental						
Community Organization	114,621	112,344	106,838	104,206	91,162	-12.5%
Caspar Closure & Landfill	199,023	216,189	216,294	221,294	221,260	0.0%
Other Non-Departmental	574,880	472,895	459,032	443,187	469,325	5.9%
Non-Dept. Subtotal	888,524	801,428	782,164	768,687	781,747	1.7%
Public Safety						
Police Department	2,929,334	2,833,985	3,211,815	3,043,999	2,843,085	-6.6%
Fire	349,675	353,597	376,850	353,300	354,000	0.2%
Public Safety Subtotal	3,279,008	3,187,582	3,588,665	3,397,299	3,197,085	-5.9%
Community Services						
Community Development	403,351	440,897	471,073	382,647	381,585	-0.3%
Public Works - Non-Enterprise	1,045,544	1,167,657	1,317,781	1,251,131	1,119,212	-10.5%
Public Works -- Enterprise	2,893,164	2,355,522	3,620,624	3,232,614	2,522,740	-22.0%
Redevelopment	509,663	551,149	477,439	1,028,289	678,965	-34.0%
Community Svc's Subtotal	4,851,721	4,515,225	5,886,917	5,894,681	4,702,502	-20.2%
Internal Service	-	155,152	310,322	227,105	271,900	19.7%
Operating Subtotal	10,246,905	9,922,713	11,894,716	11,538,386	10,140,044	-12.1%
Reserve Funds	-	-	-	15,000	-	
Special Revenue	495,839	130,346	628,326	463,661	265,320	-42.8%
Grants	221,364	743,239	3,543,902	1,425,408	1,213,207	-14.9%
Capital Projects	4,064,898	7,049,657	4,872,955	3,450,807	586,920	-83.0%
Subtotal	15,029,007	17,845,955	20,939,899	16,893,262	12,205,491	-27.7%
Indirect	-	2,672,969	2,697,533	2,697,533	2,824,700	4.7%
Fund Transfers	5,813,263	1,656,015	1,618,369	2,165,377	662,749	-69.4%
TOTAL ALL FUNDS	\$ 20,842,269	\$ 22,174,939	\$ 25,255,801	\$ 21,756,172	\$ 15,692,940	-27.9%



**FISCAL YEAR 2010-2011
ARTICLE XIII B APPROPRIATIONS LIMIT**

The Appropriations Limit imposed by Proposition 4 and modified by Propositions 98 and 111 creates a restriction on the amount of revenue that can be appropriated in any fiscal year. The Limit is based on actual appropriations during the 1978-79 fiscal year and is increased each year using the growth of population and inflation. Not all revenues are restricted by the Limit; only those that are referred to as “proceeds of taxes.” Some examples of taxes are sales tax, property tax, transient occupancy tax and state motor vehicles in lieu tax.

During any fiscal year a city may not appropriate any proceeds of taxes they receive in excess of their limit. If they do receive excess funds in any one year they can carry them into the subsequent year to be used if they are below their Appropriations Limit in that year. Any excess funds remaining after the second year have to be returned to the taxpayers by reducing tax rates or fees. As an alternative, a majority of the voters may approve and “override” to increase the Appropriations Limit.

Calculation of 2010-11 Limit

	2008-09	2009-10	2010-11
Population Growth (a)	0.03%	0.1600%	0.39%
Per Capita Personal Income Change (b)	4.42%	0.6200%	-2.54%
Growth (a) times Change (b)	1.0445%	1.0001%	0.9998%
Appropriations Limit	<u>\$ 7,489,152</u>	<u>\$ 7,489,736</u>	<u>\$ 7,488,126</u>
Appropriations Subject to Limit	<u>\$ 4,608,300</u>	<u>\$ 4,629,850</u>	<u>\$ 4,138,050</u>
% of Appropriations Capacity Used	<u>61.53%</u>	<u>61.82%</u>	<u>55.26%</u>

Projected Proceeds of Taxes 2010-11

Property Taxes	\$ 919,000
Sales & use Taxes	1,233,575
Transient Occupancy Taxes	1,248,575
Franchise Fees	481,000
Business License Fees	191,000
Fire Parcel Taxes	49,000
Motor Vehicle License Fees	13,000
Noyo Lighting District Taxes	2,900
Total:	<u><u>\$ 4,138,050</u></u>

RESOLUTION NO. 3373-2010

**RESOLUTION OF THE FORT BRAGG CITY COUNCIL APPROVING THE FISCAL YEAR
2010-11 CITY OF FORT BRAGG BUDGET**

WHEREAS, on April 30, 2010, the City Manager submitted to the City Council, the City of Fort Bragg Proposed Budget for FY 2010-11; and

WHEREAS, on May 5, 2010 the City Council conducted a Budget workshop; and

WHEREAS, at the workshop a number of changes involving appropriations, reserves, and fund transfers were discussed; and

WHEREAS, on May 28, 2010, the City Manager submitted to the City Council, the City of Fort Bragg Final Budget for FY 2010-11; and

WHEREAS, based on all the evidence presented, the City Council finds as follows:

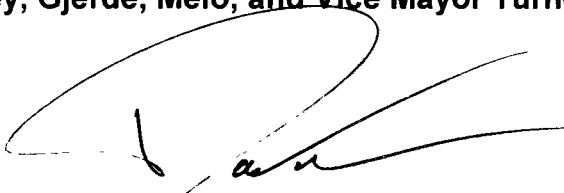
1. The budget, as presented, adequately establishes a financial plan for carrying out the operations of government in the following fiscal year; and
2. The budget, as presented, establishes sufficient reserves for FY 2010-11.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Fort Bragg does hereby adopt the Final Budget as submitted; and

BE IT FURTHER RESOLVED that copies of the FY 2010-11 Budget will be on file in the offices of the City Clerk and City Finance Manager/Treasurer, and shall be considered a part of this Resolution.

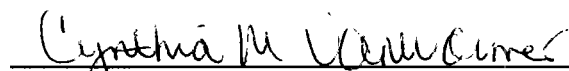
The above and foregoing Resolution was introduced by Councilmember Melo, seconded by Councilmember Gjerde, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg held on the 14th day of June, 2010, by the following vote:

AYES: Councilmembers Courtney, Gjerde, Melo, and Vice Mayor Turner.
NOES: None.
ABSENT: Mayor Hammerstrom.
ABSTAIN: None.



DAVE TURNER,
Vice Mayor

ATTEST:



Cynthia M. VanWormer, CMC
City Clerk

RESOLUTION NO. ID 330-2010

**RESOLUTION OF THE FORT BRAGG MUNICIPAL IMPROVEMENT DISTRICT BOARD
APPROVING THE FISCAL YEAR 2010-11 FORT BRAGG MUNICIPAL IMPROVEMENT
DISTRICT No. 1 BUDGET**

WHEREAS, on April 30, 2010, the District Manager submitted to the Board of Directors (Board) the Fort Bragg Municipal Improvement District No. 1 Proposed Budget for FY 2010-11; and

WHEREAS, on May 5, 2010 the Board conducted a Budget workshop; and

WHEREAS, at the workshop a number of changes involving appropriations, reserves, and fund transfers were discussed; and

WHEREAS, on May 28, 2010, the District Manager submitted to the Fort Bragg Municipal Improvement District No. 1 Board the Final Budget for FY 2010-11; and

WHEREAS, based on all the evidence presented, the District Board finds as follows:

1. The budget, as presented, adequately establishes a financial plan for carrying out the operations of the Fort Bragg Municipal Improvement District No. 1 in the following fiscal year; and
2. The budget, as presented, establishes sufficient revenues for appropriations for FY 2010-11.

NOW, THEREFORE, BE IT RESOLVED that the District Board of the Fort Bragg Municipal Improvement District No. 1 does hereby adopt the Final Budget as submitted; and

BE IT FURTHER RESOLVED that copies of the FY 2010-11 Budget will be on file in the offices of the District Clerk and City Finance Manager/Treasurer, and shall be considered a part of this resolution.

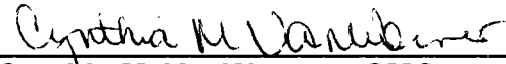
The above and foregoing Resolution was introduced by Board Member Melo seconded by Board Member Courtney, and passed and adopted at a regular meeting of the District Board of the Fort Bragg Municipal Improvement District No. 1 held on the 14th day of June, 2010, by the following vote:

AYES: Board Members Courtney, Gjerde, Melo, and Vice Chair Turner.
NOES: None.
ABSENT: Chair Hammerstrom.
ABSTAIN: None.



DAVE TURNER,
Vice Chair

ATTEST:



Cynthia M. VanWormer, CMC
District Clerk

RESOLUTION NO. R172-2010

RESOLUTION OF THE FORT BRAGG REDEVELOPMENT AGENCY APPROVING THE FISCAL YEAR 2010-11 AGENCY BUDGET

WHEREAS, on April 30, 2010, the Executive Director submitted to the Fort Bragg Redevelopment Agency Board the Fort Bragg Redevelopment Agency Proposed Budget for FY 2010-11; and

WHEREAS, on May 5, 2010 the Agency conducted a Budget workshop; and

WHEREAS, at the workshop a number of changes involving appropriations, reserves, and fund transfers were discussed; and

WHEREAS, on May 28, 2010, the Executive Director submitted to the Agency Board the Fort Bragg Redevelopment Agency Final Budget for FY 2010-11; and

WHEREAS, based on all the evidence presented, the Agency Board finds as follows:

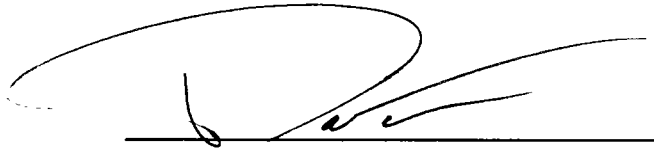
1. The budget, as presented, adequately establishes a financial plan for carrying out the operations of government in the following fiscal year; and
2. The budget, as presented, establishes sufficient revenues for appropriations for fiscal year 2010-11.

NOW, THEREFORE, BE IT RESOLVED that the Agency Board of the Fort Bragg Redevelopment Agency does hereby adopt the Final Budget as submitted; and

BE IT FURTHER RESOLVED that copies of the FY 2010-11 Budget will be on file in the offices of the Agency Secretary and the Finance Manager/Treasurer, and shall be considered a part of this Resolution.


The above and foregoing Resolution was introduced by Agency Member Gjerde, seconded by Agency Member Courtney, and passed and adopted at a regular meeting of the Agency Board of the Fort Bragg Redevelopment Agency held on the 14th day of June, 2010, by the following vote:

AYES: Agency Members Courtney, Gjerde, Melo, and Vice Chair Turner.
NOES: None.
ABSENT: Chair Hammerstrom.
ABSTAIN: None.



DAVE TURNER,
Vice Chair

ATTEST:



Cynthia M. VanWormer, CMC
Secretary



RESOLUTION NO. 3374-2010

RESOLUTION OF THE FORT BRAGG CITY COUNCIL APPROVING AND ADOPTING THE ANNUAL APPROPRIATION LIMIT FOR FISCAL YEAR 2010-11

WHEREAS, the voters of California, on November 6, 1979, added Article XIII B to the State Constitution placing various limitations on the appropriations of State and local governments; and

WHEREAS, Article XIII B provides that the appropriations limit for FY 2010-11 is calculated adjusting the base year appropriations of FY 1978-79 for changes in the cost of living and population; and

WHEREAS, the City of Fort Bragg has complied with the provisions of Article XIII B in determining the appropriation limit for FY 2010-11; and

WHEREAS, based on all the evidence presented, the City Council finds as follows:

1. That the annual appropriation limit has been compiled based on Article XIII B of the State Constitution, which imposes limitations on the annual rates of increase in local government budget expenditures and requires cities to adopt annual appropriation limits, by resolution each year.
2. The appropriations in the FY 2010-11 Adopted Budget do not exceed the limitations imposed by Article XIII B.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Fort Bragg does hereby approve that the appropriations subject to limitation in FY 2010-11 shall be \$7,488,126 for the City of Fort Bragg which is greater than FY 2010-11 budgeted appropriations.

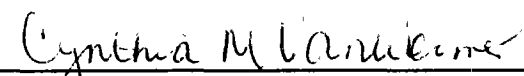
The above and foregoing Resolution was introduced by Councilmember Gjerde, seconded by Councilmember Melo, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg held on the 14th day of June, 2010, by the following vote:

AYES: Councilmembers Courtney, Gjerde, Melo, and Vice Mayor Turner.
NOES: None.
ABSENT: Mayor Hammerstrom.
ABSTAIN: None.



DAVE TURNER,
Vice Mayor

ATTEST:



Cynthia M. VanWormer, CMC
City Clerk

<p>FISCAL YEAR 2010-2011 ARTICLE XIII APPROPRIATIONS LIMIT</p>

The Appropriations Limit imposed by Proposition 4 and modified by Propositions 98 and 111 creates a restriction on the amount of revenue that can be appropriated in any fiscal year. The Limit is based on actual appropriations during the 1978-79 fiscal year and is increased each year using the growth of population and inflation. Not all revenues are restricted by the Limit; only those that are referred to as “proceeds of taxes.” Some examples of taxes are sales tax, property tax, transient occupancy tax and state motor vehicles in lieu tax.

During any fiscal year a city may not appropriate any proceeds of taxes they receive in excess of their limit. If they do receive excess funds in any one year they can carry them into the subsequent year to be used if they are below their Appropriations Limit in that year. Any excess funds remaining after the second year have to be returned to the taxpayers by reducing tax rates or fees. As an alternative, a majority of the voters may approve and “override” to increase the Appropriations Limit.

Calculation of 2010-11 Limit

	2008-09	2009-10	2010-11
Population Growth (a)	0.03%	0.1600%	0.39%
Per Capita Personal Income Change (b)	4.42%	0.6200%	-2.54%
Growth (a) times Change (b)	1.0445%	1.0001%	0.9998%
Appropriations Limit	<u>\$ 7,489,152</u>	<u>\$ 7,489,736</u>	<u>\$ 7,488,126</u>
Appropriations Subject to Limit	<u>\$ 4,608,300</u>	<u>\$ 4,629,850</u>	<u>\$ 4,138,050</u>
% of Appropriations Capacity Used	<u>61.53%</u>	<u>61.82%</u>	<u>55.26%</u>

Projected Proceeds of Taxes 2010-11

Property Taxes	\$ 919,000
Sales & use Taxes	1,233,575
Transient Occupancy Taxes	1,248,575
Franchise Fees	481,000
Business License Fees	191,000
Fire Parcel Taxes	49,000
Motor Vehicle License Fees	13,000
Noyo Lighting District Taxes	2,900
Total:	<u><u>\$ 4,138,050</u></u>

**FISCAL YEAR 2010-2011
OPERATING TRANSFERS**

Fund Type/Name	Transfers In	Transfers Out	Net Transfers
110 General Fund			
From COPS AB1913 Grant - CSO Wages/Benefits	\$ 100,000		
From General Plan Maint Fee - General Plan Maintenance	20,000		
From Asset Forfeiture Fund - Funding of SRO Wages/Benefits	83,000		
To General Fund Capital Reserve - Replenish Reserve		\$ (14,002)	
To OJP Vest Partnership - Match for Bullet Proof Vests		(2,000)	
To General Fund Litigation Reserve - Replenish Reserve		(15,000)	
To Water Enterprise - Water Cost-School Playing Fields		(12,600)	
Total - General Fund	203,000	(43,602)	\$ 159,398
114 General Fund Litigation Reserve			
From General Fund - Replenish Litigation Reserve	15,000		
Total - General Fund Litigation Reserve	15,000	-	15,000
115 General Fund Capital Reserve			
From General Fund - Replenish Capital Reserve	14,002		
Total - General Fund Capital Reserve	14,002	-	14,002
116 General Plan Maintenance			
From General Fund - General Plan Maintenance		(20,000)	
Total - General Plan Maintenance	-	(20,000)	(20,000)
120 Parking Permits			
To 121 Parking In Lieu - Parking Lot Lease		(5,202)	
Total - General Plan Maint Fee	-	(5,202)	(5,202)
121 Parking In Lieu			
To 120 Parking Permits - Parking Lot Lease	5,202	-	
Total - General Plan Maint Fee	5,202	-	5,202
139 Cops AB1913 Allocation			
To General Fund - CSO Wages/Benefits		(100,000)	
Total - Cops AB1913	-	(100,000)	(100,000)
146 OJP Vest Partnership			
From General Fund - Match for Bullet Proof Vests	2,000		
Total - OJP Vest Partnership	2,000	-	2,000
167 Asset Forfeiture			
To General Fund - Funding of SRO Wages/Benefits		(83,000)	
	-	(83,000)	(83,000)

FISCAL YEAR 2010-2011 OPERATING TRANSFERS
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Fund Type/Name	Transfers In	Transfers Out	Net Transfers
170 RDA Project			
To 172 RDA Debt Service Fund		(281,080)	
Total - RDA Project	-	(281,080)	(281,080)
171 RDA Housing			
To 172 RDA Debt Service Fund		(34,015)	
Total - RDA Housing	-	(34,015)	(34,015)
172 RDA Debt Service			
From 170 RDA Project Fund for Debt Service Payment	281,080		
From 171 RDA Housing Fund for Debt Service Payment	34,015		
Total - RDA Debt Service	315,095	-	315,095
221 Gas Tax			
From 250 Street Sales Tax to Cover Deficit	76,117		
Total - Traffic & Safety	76,117	-	76,117
230 Traffic & Safety			
From 250 Street Sales Tax to Cover Deficit	12,133		
Total - Traffic & Safety	12,133	-	12,133
250 Street Sales Tax			
To 221 Gas Tax to Cover Deficit		(76,117)	
To 230 Traffic & Safety to Cover Deficit		(12,133)	
Total - Traffic & Safety	-	(88,250)	(88,250)
610 Water O&M			
From 710 Wastewater O&M - WW Portion-Debt Serv Payment	7,600		
From General Fund - City Portion of Water Cost - School Playing Fields	12,600		
Total - Water Enterprise	20,200	-	20,200
710 Wastewater O&M			
From 610 Water O&M - WW Portion of Debt Serv Payment		(7,600)	
	-	(7,600)	(7,600)
Total Transfers	<u>\$ 662,749</u>	<u>\$ (662,749)</u>	



**FISCAL YEAR 2010-2011
STAFFING ALLOCATIONS**

Fund Type/Name	Transfers In	Transfers Out
110 General Fund		
From RDA Project, Salary/Benefit	\$ 245,663	
From RDA Project, Overhead	88,191	
From RDA Housing, Salary/Benefit	77,146	
From RDA Housing, Overhead	27,695	
From Street Maint, Salary/Benefit	35,768	
From Fleet Services, Salary/Benefit	78,653	
From Fleet Services, Overhead	32,601	
From Water Enterprise, Salary/Benefit	510,705	
From Water Enterprise, Overhead	311,317	
From Wastewater Enterprise, Salary/Benefit	404,943	
From Wastewater Enterprise, Overhead	337,394	
Total - General Fund	<u>2,150,076</u>	<u></u>
170 RDA Project		
To General Fund, Salary/Benefit		\$ (245,663)
To General Fund, Overhead		(88,191)
Total - RDA Project	<u>-</u>	<u>(333,854)</u>
171 RDA Housing		
To General Fund, Salary/Benefit		(77,146)
To General Fund, Overhead		(27,695)
Total - RDA Housing	<u>-</u>	<u>(104,841)</u>
221 Street Maintenance/Gas Tax		
To General Fund, Salary/Benefit		(35,768)
Total - Street Maintenance	<u>-</u>	<u>(35,768)</u>
522 Fleet Services		
To General Fund, Salary/Benefit		(78,653)
To General Fund, Overhead		(32,601)
Total - Fleet Services	<u>-</u>	<u>(111,254)</u>
610 Water Enterprise		
To General Fund, Salary/Benefit		(510,705)
To General Fund, Overhead		(311,317)
To Wastewater, Salary/Benefit		(240,372)
Total - Water Enterprise	<u>-</u>	<u>(1,062,394)</u>
710 Wastewater Enterprise		
To General Fund, Salary/Benefit		(404,943)
To General Fund, Overhead		(337,394)
From Water Enterprise, Salary/Benefit	240,372	
From Water, Salary/Benefit		
Total - Wastewater Enterprise	<u>240,372</u>	<u>(742,337)</u>
Total Allocations	<u>\$ 2,390,448</u>	<u>\$ (2,390,448)</u>

**FISCAL YEAR 2010-2011
STAFFING ALLOCATIONS**

Description	Number of Employees	--- Percent of Time Allocated By Fund ---							TOTAL
		General Fund	Street Maintenance	Fleet Services	Water Enterprise	Sewer Enterprise	RDA Project	RDA Housing	
<u>CITY COUNCIL</u>									
Councilmembers (5)		35%			20%	20%	20%	5%	100%
<u>CITY MANAGER</u>									
City Manager	1	50%			10%	10%	25%	5%	100%
Administrative Secretary	1	70%			10%	10%	10%		100%
Assistant to the City Manager	0.75	70%			10%	10%	10%		100%
TOTAL	2.75								
Support Services									
<u>CITY CLERK</u>									
City Clerk	1	70%			10%	10%	10%		100%
Office Clerk	1	70%			10%	10%	10%		100%
TOTAL	2								
<u>FINANCE</u>									
Finance Director/City Treasurer	1	35%			25%	25%	10%	5%	100%
Senior Government Accountant	1	35%			25%	25%	10%	5%	100%
Government Accountant I	1	45%			25%	25%	5%		100%
Finance Technician I	1	25%			40%	35%			100%
TOTAL	4								
Public Safety									
<u>POLICE</u>									
Police Chief	1	100%							100%
Captian	1	100%							100%
Police Sergeant	3	100%							100%
Police Officer	11	100%							100%
Administrative Secretary	1	100%							100%
Police Service Technician	2	100%							100%
Community Service Officer	2	100%							100%
TOTAL	21								
Community Services									
<u>COMMUNITY DEVELOPMENT</u>									
Community Development Director	1	50%					40%	10%	100%
Senior Planner	1	60%			5%	5%	25%	5%	100%
Housing & Economic Development Coordinator	0.8	30%					30%	40%	100%
Administrative Secretary	1	65%					30%	5%	100%
TOTAL	3.8								

**FISCAL YEAR 2010-2011
STAFFING ALLOCATIONS**

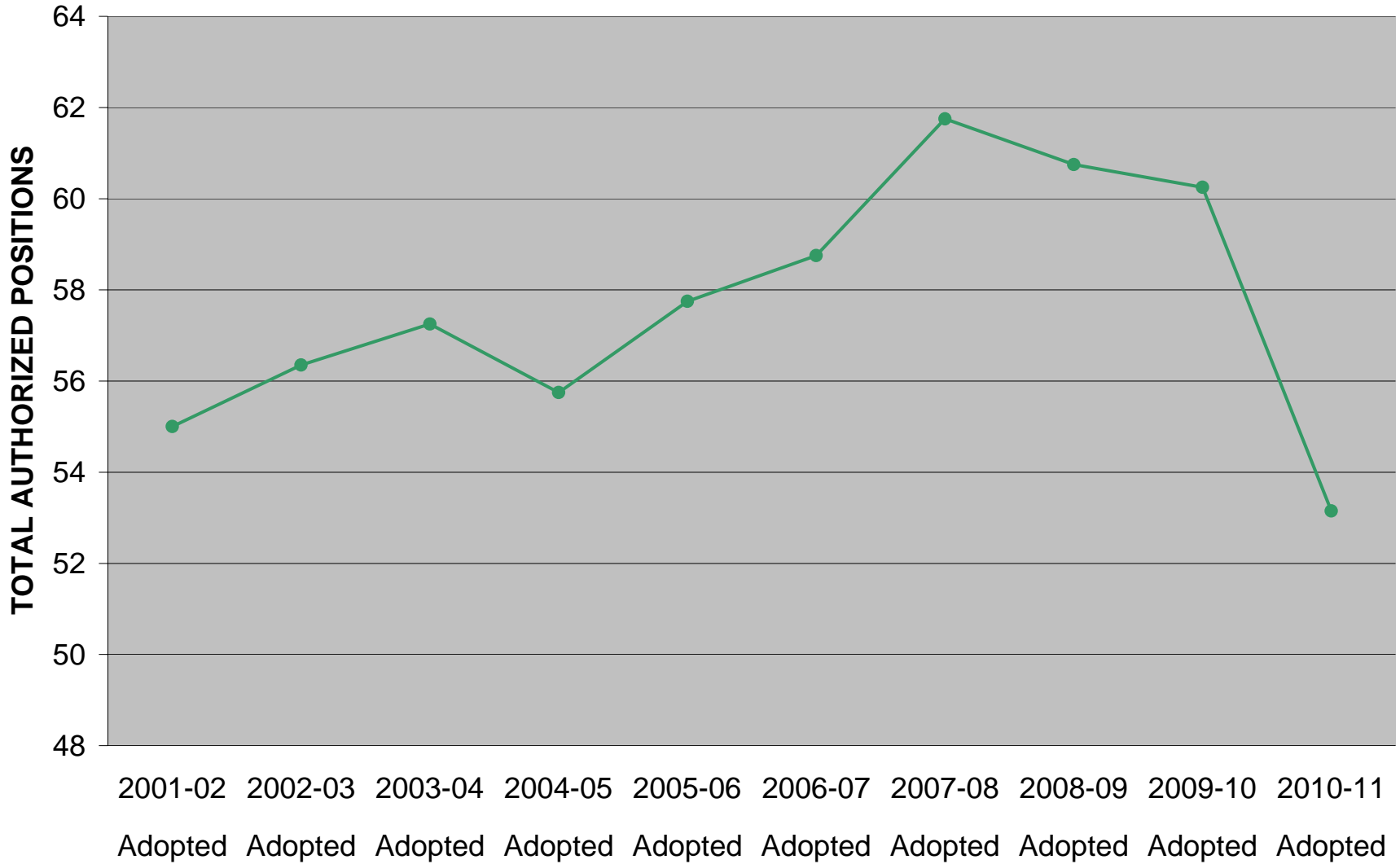
Description	Number of Employees	--- Percent of Time Allocated By Fund ---								TOTAL
		General Fund	Street Maintenance	Fleet Services	Water Enterprise	Sewer Enterprise	RDA Project	RDA Housing		
<u>PUBLIC WORKS</u>										
Public Works Director	1	40%	15%		20%	20%	5%			100%
Engineering Tech	1	20%			50%	30%				100%
Public Works Project Analyst	1	30%			35%	35%				100%
Water Project Manager	0.6				90%	10%				100%
Public Works Superintendent	1	35%		5%	30%	30%				100%
Maintenance Worker IV	1	30%	10%		30%	30%				100%
Maintenance Worker III	1	20%	5%		40%	35%				100%
Maintenance Worker III	1	20%	10%		35%	35%				100%
Maintenance Worker II	1	40%	10%		30%	20%				100%
Maintenance Worker II	1	35%	10%		35%	20%				100%
Maintenance Worker II	1	90%			5%	5%				100%
Maintenance Worker I	1	10%			65%	25%				100%
Facilities Maintenance Worker	0	85%			10%	5%				100%
Mechanic	1			100%						100%
<u>TOTAL</u>	<u>12.6</u>									
<u>WATER & WASTEWATER TREATMENT</u>										
Lead Treatment Operator	2				40%	60%				100%
Treatment Plant Operator I / II /OIT	3				40%	60%				100%
Treatment Plant Operator II /Electrician	1	10%			40%	50%				100%
Lab Director	1				40%	60%				100%
<u>TOTAL</u>	<u>7</u>									
TOTAL APPROVED POSITIONS	53.15									

TEN YEAR CITY AUTHORIZED POSITIONS STAFFING COMPARISON

	FY 2001-02 Adopted	FY 2002-03 Adopted	FY 2003-04 Adopted	FY 2004-05 Adopted	FY 2005-06 Adopted	FY 2006-07 Adopted	FY 2007-08 Adopted	FY 2008-09 Adopted	FY 2009-10 Adopted	FY 2010-11 Adopted
Policy & Executive										
City Manager's Office	3.00	2.50	2.50	3.00	3.00	3.00	3.00	3.00	3.00	2.75
City Attorney's Office	-	-	-	-	-	-	-	-	-	-
Sub-Total	3.00	2.50	2.50	3.00	3.00	3.00	3.00	3.00	3.00	2.75
Support Services										
City Clerk's Office	1.50	1.75	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Finance Department	4.50	4.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	4.00
Human Resource's Office	-	0.50	0.50	-	-	-	-	-	-	-
Sub-Total	6.00	6.25	7.50	7.00	7.00	7.00	7.00	7.00	7.00	6.00
Public Safety										
Police Department	23.75	23.50	22.50	21.00	21.00	22.00	24.00	23.00	23.00	21.00
Sub-Total	23.75	23.50	22.50	21.00	21.00	22.00	24.00	23.00	23.00	21.00
Community Services										
Community Develop Depart	3.00	3.00	3.50	3.50	5.00	4.75	5.75	5.75	4.75	3.80
Public Works	12.00	13.50	13.50	13.50	14.00	13.00	13.00	13.00	14.50	12.60
Water Enterprise	3.88	3.50	3.65	3.65	3.65	4.00	4.00	4.00	4.00	4.00
Wastewater Enterprise	3.38	4.10	4.10	4.10	4.10	5.00	5.00	5.00	4.00	3.00
Sub-Total	22.25	24.10	24.75	24.75	26.75	26.75	27.75	27.75	27.25	23.400
Total Permanent Positions	55.00	56.35	57.25	55.75	57.75	58.75	61.75	60.75	60.25	53.150

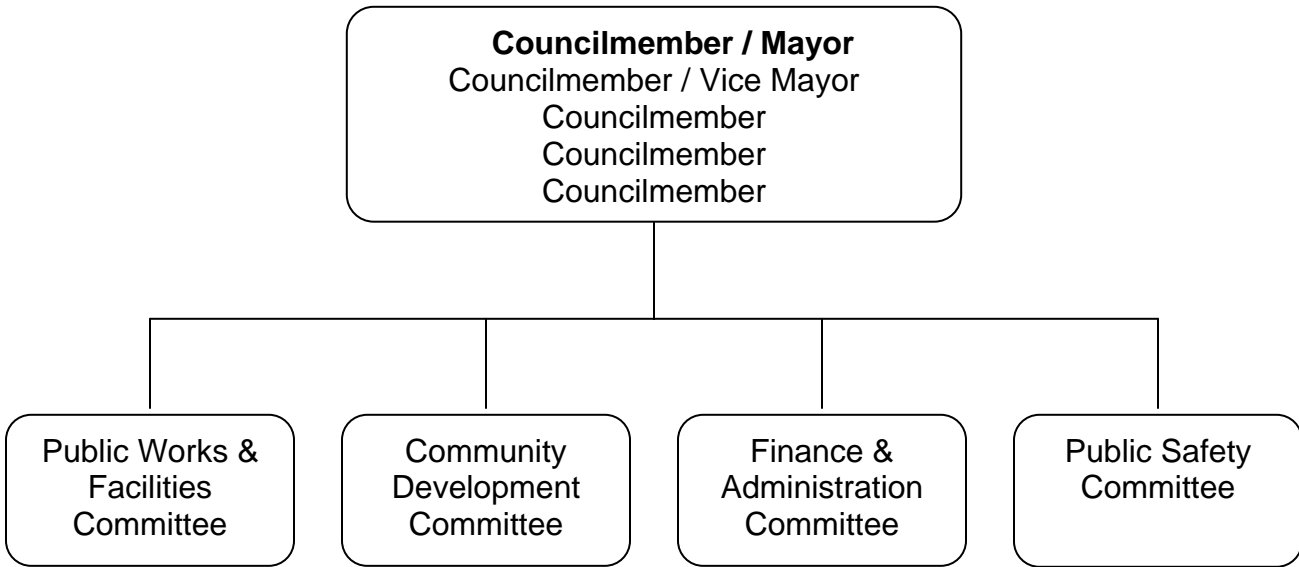
Note: Police Department positions do not include the frozen Community Service Officer position for FY 08-09 and 09-10.
 In FY 09-10 the Lab Director position was moved from Wastewater Enterprise to Public Works.
 In FY 04-05 the Human Resource Office was consolidated into the City Manager's Office.
 FY 07-08 and 08-09 include a unfilled, but funded, staff position in the Community Development Department. This position was moved to Public Works in FY 09-10.

TEN YEAR CITY AUTHORIZED POSITIONS STAFFING COMPARISON





CITY COUNCIL



CITY COUNCIL

MISSION STATEMENT

Develop policy which ensures delivery of quality public services to the people of Fort Bragg in response to their need for a healthy, safe, and prosperous environment.

DEPARTMENTAL SUMMARY

A five-member Council governs City services for Fort Bragg's population of approximately 7,000 residents. Each Councilmember is elected at-large and serves a four-year term. The Mayor is elected by the members of the City Council and serves a two-year term. The Council convenes in regular session on the 2nd and 4th Mondays of each month. All regular meetings are held in Fort Bragg Town Hall and are open to the public. The Council sets policy for City operations, approves all budgets totaling approximately \$16 million, and ensures appropriate representation and response to citizen interests. The City Council appoints the City Manager, who supports the City Council in its policy development functions and carries out City Council policies and programs.

The City Council's accomplishments in FY 2009-10 are manifested in the accomplishments of every operating department in the City. The Council provides the vision and policy direction that have resulted in numerous accomplishments, including the following:

1. Through the budget process and the mid-year budget review process, the Council provided the strategic vision to guide the City organization through challenging economic times. With careful budgeting and a commitment to establishing and maintaining financial reserves, the City has weathered a year of declining revenues with only minimal decreases in service delivery.
2. The Council made maintenance and improvement of the City's streets a key priority. In the past year, the City completed street and sidewalk improvements throughout the town as part of the Dana/Chestnut Street Safe Routes to Schools Project and the Downtown Streetscape Project. In addition, the Council authorized applications for additional street and sidewalk improvements using American Reinvestment and Recovery Act (ARRA) funding.
3. The Council also prioritized improvements to the City's water and wastewater infrastructure. Recognizing the pressing need for water storage to ensure water supply during extended dry periods, the City is pursuing development of a 45-acre foot reservoir which is scheduled for construction in summer 2011. In addition, three major capital improvement projects at the City's wastewater treatment facility are in the design phase.
4. The Council continues to provide strategic vision for numerous parks and recreation projects. In the past year, City projects included: Mill Site parkland and coastal trail acquisition; joint planning for the North Fort Bragg Coastal Trail with State Parks, the Mendocino Land Trust, and the State Coastal Conservancy; planning for the coastal trail and park facilities on the South Parkland parcel; Otis Johnson Park improvements; Bainbridge Park restroom project; Skate Park project in collaboration with Mendocino Coast Recreation & Park District; and completion of extension of multi-use trail at Pomo Bluffs Park.

CITY COUNCIL

5. The Council continues to provide leadership for the Mill Site reuse planning process, including direction regarding preparation of the Mill Site Specific Plan, and direction for several key redevelopment initiatives, including the Noyo Center for Science & Education and the Industrial & Fine Arts Center Feasibility Study.
6. Councilmembers have actively engaged the community in dialogue about a number of important community issues including a biomass energy facility, best practices in pedestrian and bicycle accessibility planning, Marine Life Protection Act issues, community college issues, and potential establishment of a Creativity Center for local youth.
7. The Council has placed a strong emphasis on community safety and support for the Fort Bragg Police Department's operations. The City has placed a School Resource Officer in the schools to help address gang-issues and the City's Neighborhood Watch program is being re-energized.
8. Through every facet of the City's work, the Council strives to make sustainability a core value. The City completed a greenhouse gas emissions inventory in 2008 and a Climate Action Plan is underway. The City has incorporated four hybrid vehicles into its fleet, and fuel economy is a driving factor in purchasing decisions. The Council has infused the City's general plan and zoning regulations with sustainability policies and implementing measures.

FISCAL YEAR 2010-2011 PRIORITIES

The Council's over-arching goals continue to direct the City's work program towards a future with a healthier environment, increased economic prosperity, and an active and engaged community. Those priorities are as follows:

Priority: A Healthy Environment

1. Maintain and Improve City Infrastructure
 - Increase water storage capacity,
 - Construct necessary repairs and upgrades to City's wastewater treatment facilities,
 - Maintain City streets and alleys.
2. Create a Walkable and Bike-Friendly Community and Promote Healthy Lifestyles
 - Implement the "City Surrounded by a Park" vision from the General Plan,
 - Pursue development of additional active recreational facilities and bicycle and pedestrian access projects,Integrate concepts of sustainability into City plans, projects and purchases.

CITY COUNCIL

Priority: A Prosperous Economy

3. Foster a Strong, Resilient and Prosperous Local Economy
 - Ensure that redevelopment of the Georgia-Pacific Mill Site benefits the community,
 - Support local businesses and increase the number of sustainable wage jobs in Fort Bragg,
 - Support the development and retention of affordable housing in Fort Bragg,
 - Develop a long-term financial plan for the City of Fort Bragg.

Priority: An Engaged Community

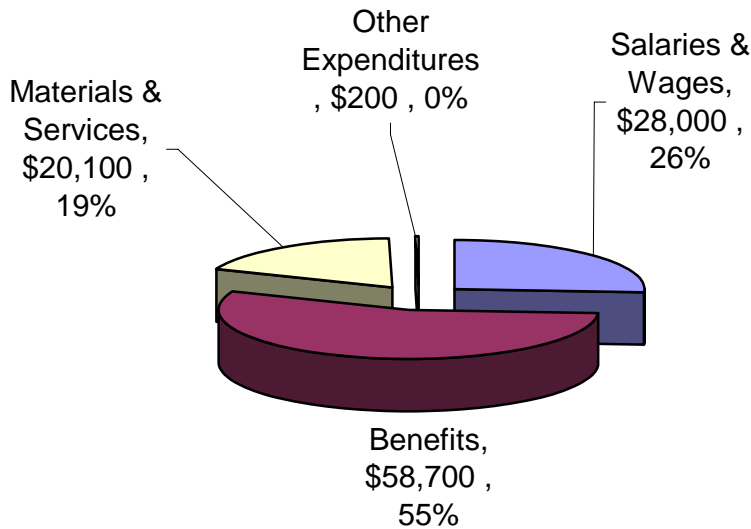
4. Improve Community Access to City Services
 - Increase the availability of services, communication and outreach to the general public.
5. Develop Partnerships with Various Community Groups and Agencies
 - Strengthen neighborhoods and increase public safety on our streets,
 - Establish partnerships with community groups and agencies that provide vital local services,
 - Establish community partnerships for development and maintenance of parklands,
 - Update City's emergency plans and educate community about emergency preparedness.

CITY COUNCIL

BUDGET SUMMARY

Expenditure	FY 2007-08 <u>Actual</u>	FY 2008-09 <u>Actual</u>	FY 2009-10 <u>Budget</u>	FY 2009-10 <u>Projected</u>	FY 2010-11 <u>Adopted</u>	<u>% Incr/ (Decr)</u>
Salaries & Wages	\$ 28,480	\$ 27,934	\$ 30,000	\$ 28,165	\$ 28,000	-0.6%
Benefits	53,975	53,857	60,064	59,960	58,700	-2.1%
Materials & Services	6,287	9,266	8,300	6,640	20,100	202.7%
Other Expenditures	-	-	500	-	200	100.0%
Total	<u>\$ 88,742</u>	<u>\$ 91,057</u>	<u>\$ 98,864</u>	<u>\$ 94,765</u>	<u>\$ 107,000</u>	<u>12.9%</u>

**CITY COUNCIL
FY 2010-11 by Category**



Note:

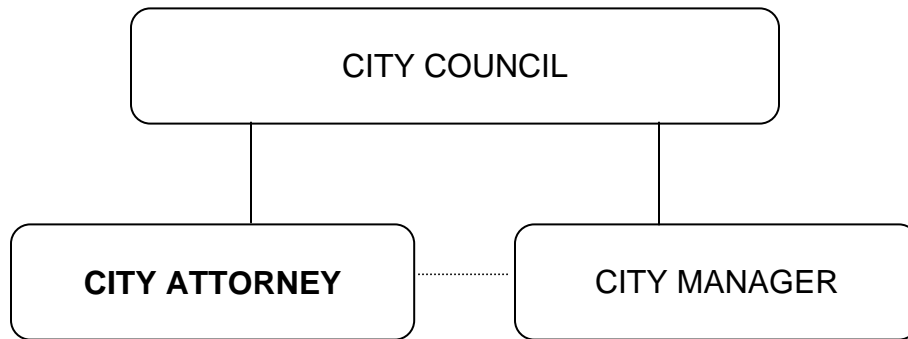
Expenditure total in FY 2010/11 includes election costs of \$10,000. Elections are held once every two years. In FY 2008-09, the Council election was cancelled as only incumbents filed for Council seats; therefore, the local election was not needed.

CITY COUNCIL

BUDGET DETAIL

Fund #110 Department: 4110	Account Detail	Category Detail	FY2010/11 Adopted Budget
Personnel Costs			
110-4110-0101	Salaries & Wages, Regular	\$ 28,000	
	Employee Benefits	<u>58,700</u>	
	Medical & Dental Insurance Premiums; Pers; Employment Taxes		
	Total Personnel Costs		\$ 86,700
Materials & Services			
110-4110-0315	Council Election Costs	10,000	
110-4110-0319	Professional Services - Goal Setting Workshop	3,000	
110-4110-0366	Training/Travel Reimbursement	5,000	
110-4110-0371	Meetings/City Business	2,000	
110-4110-0384	Books & Subscriptions	<u>100</u>	
	Total Material & Services		20,100
Other Expenditures			
110-4110-0619	Miscellaneous	<u>200</u>	
	Total Other Expenditures		200
Total - City Council			<u>\$ 107,000</u>

CITY ATTORNEY'S OFFICE



CITY ATTORNEY’S OFFICE

MISSION STATEMENT

Provide legal advice and assistance to the City Council and staff directed at containing the City's exposure to liability and risk, and protecting and promoting City actions and policies.

DEPARTMENTAL SUMMARY

The functions of the City Attorney’s Office are advisory services, litigation services, and administration and public programs. Clients include the City Council, the City Manager, the departments of the City, and City Council appointed boards and commissions. The City Attorney’s Office provides service through a contract with a law firm specializing in municipal law.

The City Attorney’s Office provides professional legal services that include attending public meetings, providing legal opinions, reviewing and drafting legal documents and contracts, resolving disputes, providing advice regarding public officials' conflicts of interest, and representing the City in litigation and before courts and administrative agencies.

FISCAL YEAR 2010-2011 PRIORITIES

The City Attorney’s Office will undertake projects that specifically address the City Council's priorities by:

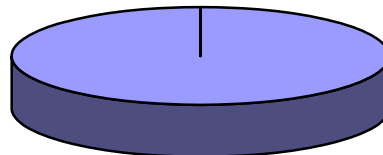
1. Providing proactive legal advice as a member of most of the City project teams;
2. Giving opinions and drafting documents that help achieve the City Council and City Manager’s priority action items;
3. Advising on significant changes in State and Federal law and other regulations impacting City operations and programs;
4. Facilitating the resolution of disputes and resolving outstanding litigation matters; and
5. Providing appropriate and objective interpretations of City land use regulations and other laws and regulations to support the implementation of City Council policies.

CITY ATTORNEY'S OFFICE

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Materials & Services	\$ 140,634	\$ 144,433	\$ 130,000	\$ 130,000	\$ 130,000	0.0%
Total	\$ 140,634	\$ 144,433	\$ 130,000	\$ 130,000	\$ 130,000	0.0%

CITY ATTORNEY FY 2010-11 by Category



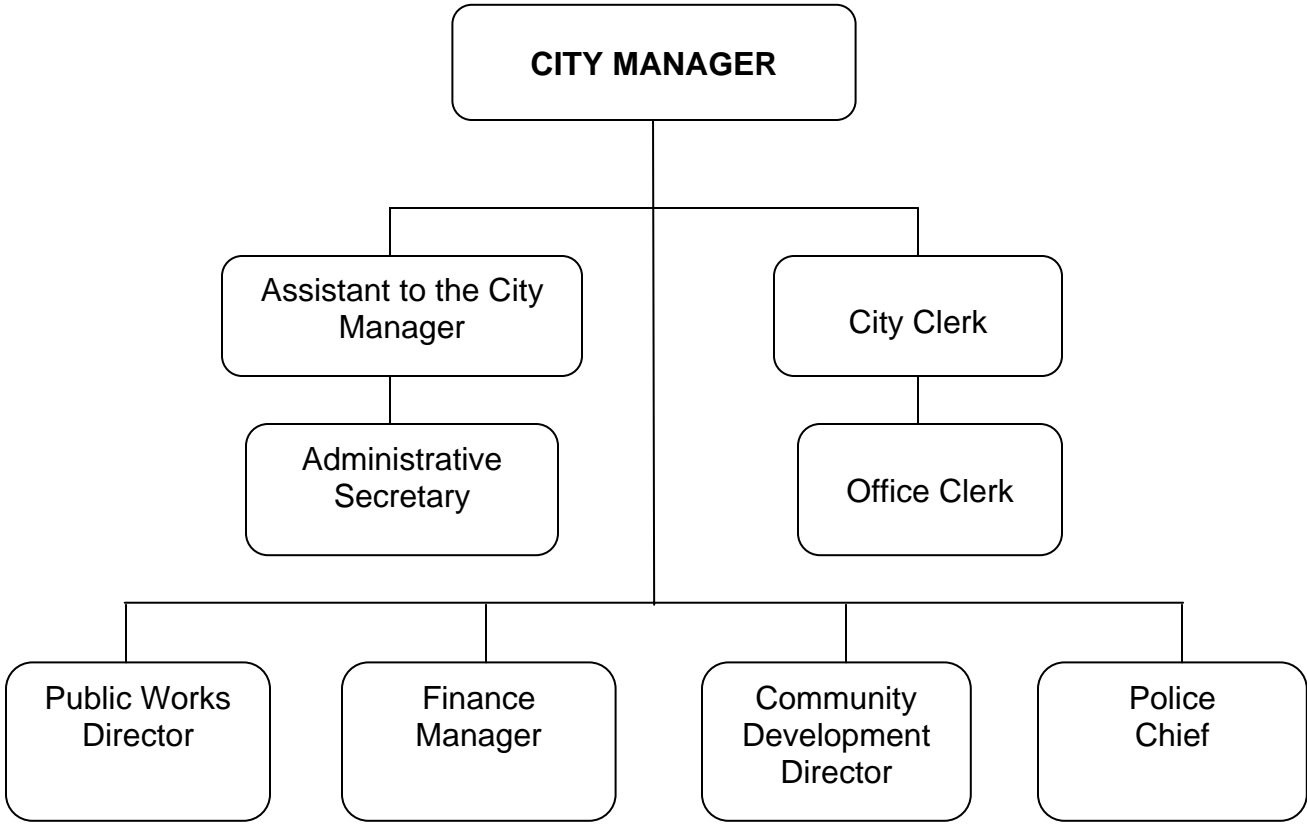
Material &
Services,
\$130,000 ,
100%

BUDGET DETAIL

Fund #110	Account Detail	Category Detail	FY2010/11 Adopted Budget
Department: 4120			
Materials & Services			
110-4120-0311	Legal		\$ 130,000
	Total Material & Services		\$ 130,000
	Total - City Attorney's Office		\$ 130,000



CITY MANAGER'S OFFICE



CITY MANAGER’S OFFICE

MISSION STATEMENT

Implement the policies and priority programs of the elected City Council through a professional management system with an emphasis on customer service and continuous performance improvement.

DEPARTMENTAL SUMMARY

The City Manager’s Office is organized into the following programmatic functions: Administration, Human Resources Office and City Clerk’s Office. It has a staffing level of three employees, including the City Manager, Assistant to the City Manager, and Administrative Secretary, and is also supported by the City Clerk and an Office Clerk. The City Manager’s Office priorities are driven by the goals and objectives of the City Council which include, but are not limited to, focusing on: professional delivery of quality public services, efficient government, community health and safety, fiscal stability, organizational effectiveness and development, economic vitality, quality of life, and citizen involvement.

The accomplishments of the City Manager’s Office are reflected in the achievements of all of the City’s operating departments, insofar as the City Manager’s Office is responsible for ensuring sound and effective management and implementation of the City Council’s goals and priorities. FY 2009-10 accomplishments include:

1. Significant focus on the City’s financial stability including close monitoring of revenues and expenditures to address unanticipated declines in revenues, and reorganization of some City functions to reduce expenditures and minimize budget shortfalls.
2. Continued emphasis within the organization on establishing administrative and fiscal procedures to ensure that City staff costs are appropriately allocated to grants, capital projects, developer deposit accounts, and other external funding sources.
3. Continued focus on actions necessary to ensure the delivery of fundamental City services, with a particular emphasis on replacement of aging infrastructure.
4. Completed more than three years of negotiations with Georgia-Pacific Corporation for the acquisition of 90+ acres of parkland on the former Georgia-Pacific Mill Site, culminating with the actual transfer of the property to the City in January 2010.
5. Continued involvement in key community planning issues, including planning for the remediation and future reuse of the Georgia-Pacific Mill Site; Marine Life Protection Act issues; community college issues, and various solid waste management and solid waste transfer station siting issues.

CITY MANAGER’S OFFICE

FISCAL YEAR 2010-2011 PRIORITIES

The City Manager’s priorities for FY 2010-11 focus on the overall administration of the City, which includes the following primary responsibilities:

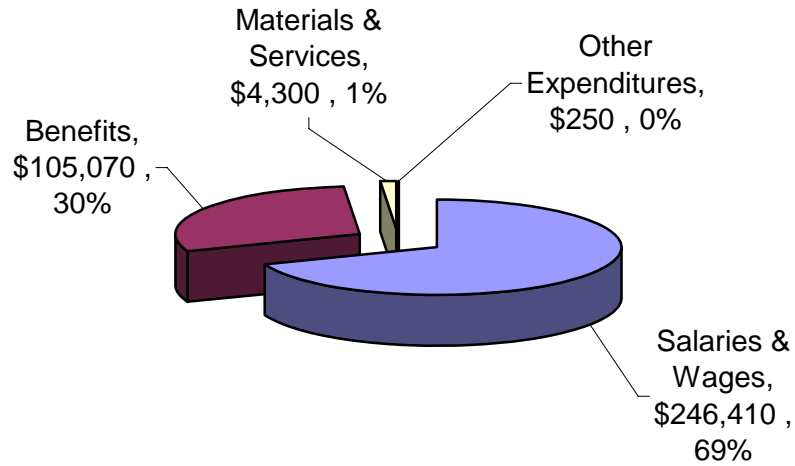
1. Exercise overall responsibility for sound and effective management by City government. Recommend administrative, fiscal and operational policies to the City Council to improve the efficiency and effectiveness of the City's operations.
2. Assure items prepared for placement on the City Council’s agenda are complete and sufficient for Council decision-making, and make appropriate recommendations on each item.
3. Implement the City Council’s goals and objectives by assuring that the actions and programs necessary to achieve the Council’s priorities are integrated into the day-to-day work programs of City departments.
4. Prepare and submit annually an operating budget and a proposed capital budget for consideration and adoption by the City Council, Redevelopment Agency, and Municipal Improvement District Board. Ensure that sound fiscal management policies are implemented throughout the organization.
5. Assure that the City is prepared for potential natural, civil and other emergencies and disasters by coordinating both intra- and inter-City planning, training, and emergency operation drills.
6. Maintain an ongoing awareness and response to State legislative proposals which impact the City or its citizens and make recommendations to support and/or oppose them as appropriate.
7. Direct the administration of City personnel policies and procedures including recruitment, examination, appointment and dismissal. Encourage the development and training of all employees in order to develop competency to perform in accordance with the values of leadership, performance excellence, interpersonal effectiveness, and customer service.
8. Continue to work on activities associated with the redevelopment of the former Georgia Pacific Mill Site property.

CITY MANAGER’S OFFICE

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Salaries & Wages	\$ 243,174	\$ 238,898	\$ 261,507	\$ 259,660	\$ 246,410	-5.1%
Benefits	101,586	94,776	113,172	108,247	105,070	-2.9%
Materials & Services	8,084	7,846	6,100	4,250	4,300	1.2%
Other Expenditures	41	457	250	-	250	100.0%
Total	\$ 352,885	\$ 341,977	\$ 381,029	\$ 372,157	\$ 356,030	-4.3%

**CITY MANAGER
FY 2010-11 by Category**



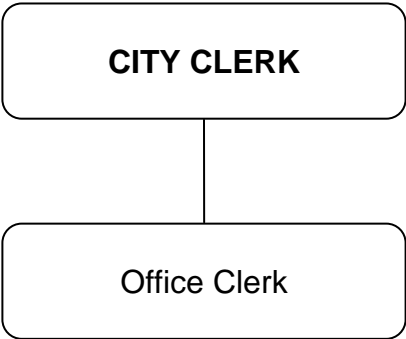
CITY MANAGER’S OFFICE

BUDGET DETAIL

Fund #110	Account	Category	FY2010/11
Department: 4130	Detail	Detail	Adopted
Personnel Costs			Budget
	Salaries & Wages	\$ 246,410	
	Employee Benefits	105,070	
	Medical & Dental Insurance Premiums; Pers; Employment Taxes		
	Total Personnel Costs		\$ 351,480
Materials & Services			
110-4130-0320	Dues & Memberships APA, ICMA	1,350	
110-4130-0366	Training/Travel Reimbursement League Annual Meeting, League City Manager Dept, Other	2,000	
110-4130-0371	Meetings/City Business	750	
110-4130-0384	Books & Subscriptions	200	
	Total Material & Services		4,300
Other Expenditures			
110-4130-0619	Miscellaneous	250	
	Total Other Expenditures		250
 Total - City Manager			\$ 356,030



CITY CLERK'S OFFICE



CITY CLERK'S OFFICE

MISSION STATEMENT

Maintain the City's official records and documents, ensure ease of access to public information, and make available timely and accurate information required to support the City Council in making policy decisions.

DEPARTMENTAL SUMMARY

The City Clerk's Office reports to the City Manager and has a staffing level of two positions. The City Clerk's priorities consist of taking, transcribing, and certifying minutes and maintaining official records; monitoring compliance with Fair Political Practices Commission requirements; preparing ordinances for codification; maintaining updates to the Fort Bragg Municipal Code, and serving as the City's risk manager for public contracts. The priorities are driven by the actions of the City Council, the City Manager, and the public's requests for information.

The City Clerk's Office accomplished the following tasks during FY 2009-10:

1. Prepared agendas and minutes for 38 joint City Council/Municipal Improvement District/Redevelopment Agency meetings.
2. Received, reviewed, and logged more than 225 insurance certificates (as of early April); prepared follow-up letters regarding insufficiencies in insurance limits and endorsements, notified insured when insurance was expiring.
3. Scanned agenda packets, minutes, resolutions, ordinances, and contracts as completed.
4. Conducted records retention purge; scanned contracts and reports prior to destruction.
5. Processed 42 encroachment permits, 52 Town Hall applications, and 26 event signs (as of early April).
6. Prepared and processed 34 Professional Services Agreements and construction contracts (as of early April).
7. Chaired Committee responsible for revising the City's Emergency Operations Plan; assured that all City employees attended web-based training necessary for emergency preparedness.
8. Processed more than 28 Public Records Requests of varying degrees of complexity.
9. Represented the Redwood Empire Division of the League of California Cities on the League's Administrative Services Policy Committee.

FISCAL YEAR 2010-2011 PRIORITIES

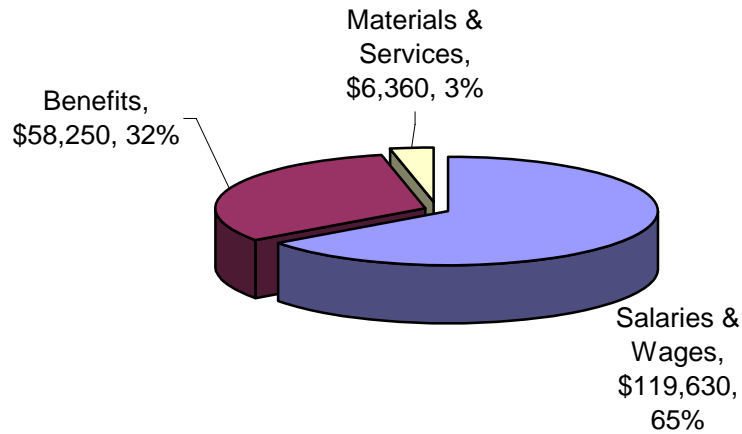
The City Clerk's Office will continue the delivery of basic services, focusing on (a) the preparation and timely distribution of City Council and Committee agenda materials, (b) the management of scheduling and legally required activities for matters such as annexations, bond issues, bids, elections and hearings, and (c) administration of the City's record management and retention program.

CITY CLERK'S OFFICE

BUDGET SUMMARY

Expenditure	FY 2007-08 <u>Actual</u>	FY 2008-09 <u>Actual</u>	FY 2009-10 <u>Budget</u>	FY 2009-10 <u>Projected</u>	FY 2010-11 <u>Adopted</u>	<u>% Incr/ (Decr)</u>
Salaries & Wages	\$ 115,906	\$ 122,404	\$ 123,896	\$ 120,750	\$ 119,630	-0.9%
Benefits	50,457	52,949	55,320	54,803	58,250	6.3%
Materials & Services	17,509	19,983	12,550	8,894	6,360	-28.5%
Total	<u>\$ 183,872</u>	<u>\$ 195,336</u>	<u>\$ 191,766</u>	<u>\$ 184,447</u>	<u>\$ 184,240</u>	<u>-0.1%</u>

**CITY CLERK
FY 2010-11 by Category**

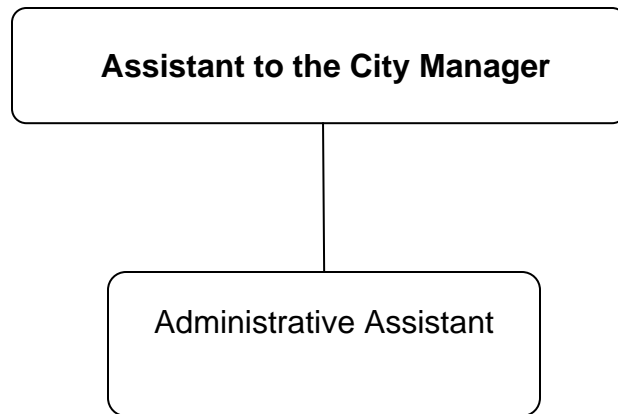


CITY CLERK'S OFFICE

BUDGET DETAIL

Fund #110 Department: 4131	Account Detail	Category Detail	FY2010/11 Adopted Budget
Personnel Costs			
	Salaries & Wages	\$ 119,630	
	Employee Benefits	<u>58,250</u>	
	Medical & Dental Insurance Premiums; Pers; Employment Taxes		
	Total Personnel Costs		\$ 177,880
Materials & Services			
110-4131-0320	Dues & Memberships	300	
110-4131-0357	Rentals - Space	2,450	
110-4131-0364	Legal Notices	2,500	
110-4131-0366	Training/Travel Reimbursement	1,060	
110-4131-0384	Books & Subscriptions	<u>50</u>	
	Total Material & Services		6,360
Total - City Clerk's Office			<u>\$ 184,240</u>

HUMAN RESOURCES



NOTE: Assistant to the City Manager is a part-time position in FY 2010-11.

HUMAN RESOURCES OFFICE

MISSION STATEMENT

Provide quality services to the City Manager, City Departments, employees and applicants in the areas of employee relations, employee benefits, recruitment, retention, testing, classification and compensation.

DEPARTMENTAL SUMMARY

The functions of the Human Resources Office consist of administration, employee relations, labor relations, employee benefits, recruitment, classification and compensation, and training. The Human Resources Office is staffed by the Assistant to the City Manager with administrative support provided by the Administrative Secretary to the City Manager.

FISCAL YEAR 2010-2011 PRIORITIES

The priorities for FY 2010-11 are to continue to develop the City's Human Resources functions focusing on quality, timeliness, process improvements, organizational and employee development, updating and/or recommending personnel policies, procedures and rules. The Human Resources Office will undertake the following activities:

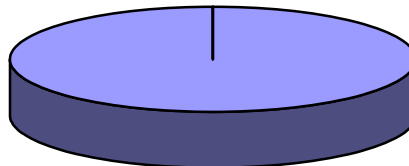
1. Provide the necessary tools, training and support to all levels of the organization to facilitate more efficient and effective management and operations.
2. Update the Employee Performance Review process and empower managers to monitor their department review schedules and provide timely performance reviews.
3. Gather and analyze classification, compensation and benefits data from benchmark communities to assist in maintaining City classification and compensation policies.
4. Identify and implement cost-effective process improvements with the focus on management empowerment.
5. Plan and execute recruitment or department reorganization activities to meet the City's staffing requirements.
6. Administer employee benefit programs and develop processes that support consistent and accurate communications tools.
7. Manage employee relations.
8. Implement processes to ensure full compliance with Federal, State and local laws, rules and regulations.
9. Be a role model for ethical, honest, and accountable behavior and practices.

HUMAN RESOURCES

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Materials & Services	\$ 37,373	\$ 20,882	\$ 24,750	\$ 8,860	\$ 11,300	27.5%
Capital	4,051	-	-	-	-	0.0%
Total	\$ 41,424	\$ 20,882	\$ 24,750	\$ 8,860	\$ 11,300	27.5%

**HUMAN RESOURCES
FY 2010-11 by Category**



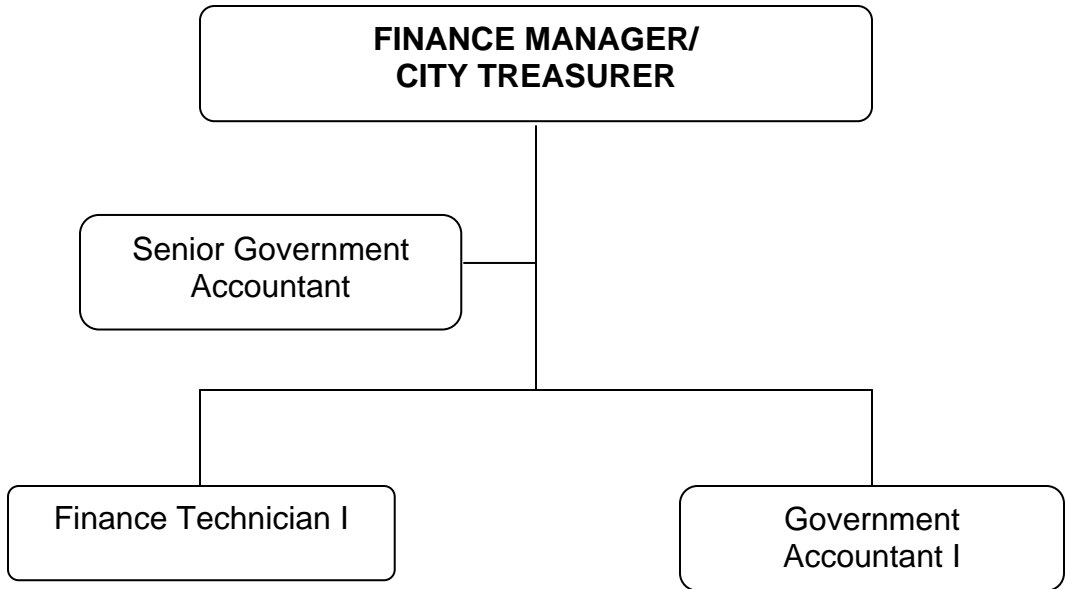
Materials &
Services,
\$11,300 ,
100%

HUMAN RESOURCES

BUDGET DETAIL

Fund #110 Department: 4135	Account Detail	Category Detail	FY2010/11 Adopted Budget
Materials & Services			
110-4135-0316	Pre-Employment Costs	\$ 5,000	
110-4135-0317	Recruitment Costs	1,000	
110-4135-0319	Professional Services	1,000	
110-4135-0320	Dues & Memberships	500	
	IPMA - HR		
	CalPELRA		
110-4135-0363	Advertising & Publishing	1,500	
110-4135-0365	Copying/Printing	250	
110-4135-0366	Training/Travel Reimbursement	1,500	
	NORCAL Quarterly Meetings;		
	CalPELRA & EEOC Conferences		
110-4135-0371	Meetings/City Business	300	
110-4135-0384	Books & Subscriptions	250	
	Total Material & Services	\$ 11,300	
	Total - Human Resources Office	\$ 11,300	

FINANCE DEPARTMENT



FINANCE DEPARTMENT

MISSION STATEMENT

Maintain the financial integrity of the City by providing oversight to City fiscal management; maintaining accurate fiscal records and reports; and providing advice regarding fiscal policy and transactions.

DEPARTMENTAL SUMMARY

The Finance Department coordinates and directs all fiscal operations of the City. This includes directing, monitoring and controlling all assets and financial operations and providing a framework for financial planning and analysis to support the operation and management of all City departments. The functions of the Department include utility billing, business licensing, transient occupancy tax collections, accounts payable, accounts receivable, payroll, purchase orders, financial reporting to federal, state and other outside agencies, treasury and cash management, budget preparation, budgetary control, audit liaison and oversight of other fiscal activities of the City, Municipal Improvement District, and Redevelopment Agency. The Department has four staff positions. The following represents a partial list of accomplishments for the Finance Department during FY 2009-10:

1. Evaluated the .NET based version of the accounting software, initiated planning for conversion to this platform. Conversion will be completed during Fiscal Year 2010-11. This will result in significant efficiencies in the Finance Department.
2. Evaluated our banking relationship and recommended a change that will provide enhanced services, increased earnings on deposits and efficiencies in the Finance Department. Implemented a deposit scanner that enables faster access to City funds.
3. Implemented online utility bill pay, which includes the ability for citizens to use credit or debit cards for payment of utility bills, business licenses and permits issued by the City.
4. Initiated the preparation of an updated actuarial valuation of the post-retirement health program in compliance with GASB 45 standards to assist the City in determining the best method of addressing “other post-employment benefit” liabilities.

FINANCE DEPARTMENT

FISCAL YEAR 2010-2011 PRIORITIES

The Fiscal Year 2010-2011 budget for the Finance Department addresses the following priorities:

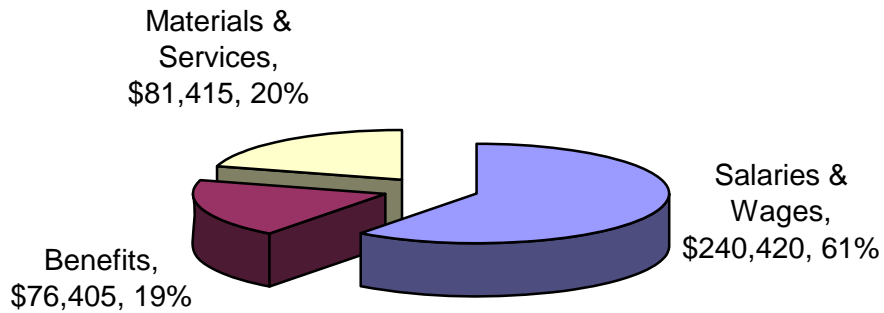
1. Maintain the City's high standard of financial excellence by providing the citizens, employees and vendors with professional customer service through collection and disbursement of funds, financial reporting and management of assets.
2. Provide timely and accurate recording and reporting of financial results to the City, government agencies and the general public.
3. Expedite payment of obligations incurred by the City in an accurate and timely manner, maintain records and assist employees and vendors in response to questions regarding payments and invoices.
4. Provide timely and accurate compensation of employees in accordance with City policies and directives and federal, state and local laws.
5. Review internal controls with our department and if appropriate implement procedures to enhance internal controls.
6. In conjunction with other City departments and the City Manager, prepare the annual operating and capital budget for Council approval; provide budgetary and internal control oversight.
7. Work with other City departments to develop a simplified process of Grant and Capital Project tracking and reporting. Assure timely collection of all reimbursement revenues associated with grants and capital projects.
8. Coordinate the preparation of an Asset Valuation Study of Citywide fixed assets that is in compliance with GASB34 and implement processes to assist the City in maintaining the accurate recording of assets in the future.
9. Coordinate preparation of an A-87 Cost Allocation Study to establish a cost allocation methodology for City costs that are reimbursed by grants and developer deposit accounts.
10. Continue to consolidate the chart of accounts for the City financial system and refine the budget process and presentation.
11. Continue program of cross-training and professional development of staff.

FINANCE DEPARTMENT

BUDGET SUMMARY

Expenditure	FY 2007-08 <u>Actual</u>	FY 2008-09 <u>Actual</u>	FY 2009-10 <u>Budget</u>	FY 2009-10 <u>Projected</u>	FY 2010-11 <u>Adopted</u>	<u>% Incr/ (Decr)</u>
Salaries & Wages	\$ 226,277	\$ 306,620	\$ 308,247	\$ 284,858	\$ 240,420	-15.6%
Benefits	77,447	96,454	93,762	75,100	76,405	1.7%
Materials & Services	108,011	66,564	98,230	100,407	81,415	-18.9%
Capital	8,360	-	-	-	-	0.0%
Total	<u>\$ 420,096</u>	<u>\$ 469,639</u>	<u>\$ 500,239</u>	<u>\$ 460,365</u>	<u>\$ 398,240</u>	<u>-13.5%</u>

**FINANCE
FY 2010-11 by Category**



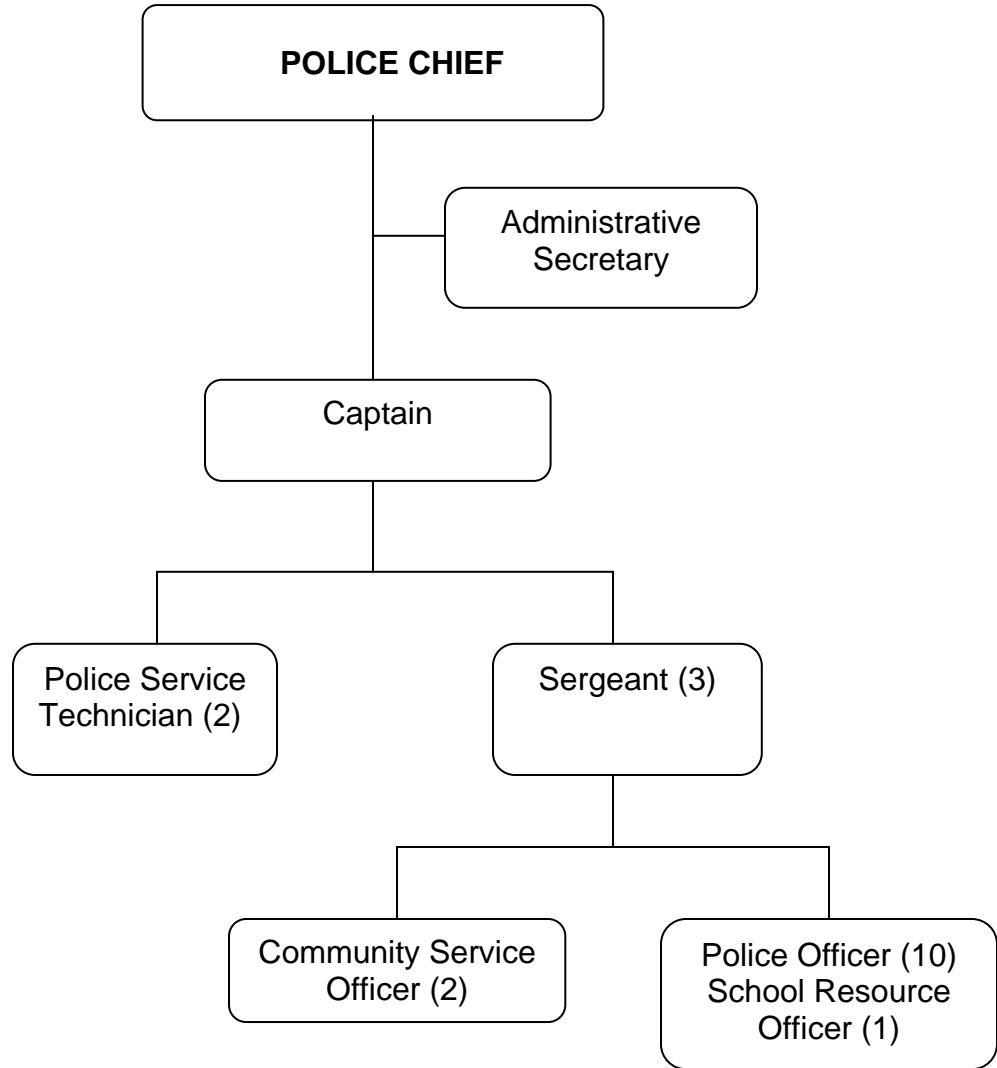
FINANCE DEPARTMENT

BUDGET DETAIL

Fund #110 Department: 4150	Account Detail	Category Detail	FY2010/11 Adopted Budget
Personnel Costs			
	Salaries & Wages		\$ 240,420
	Employee Benefits		<u>76,405</u>
	Medical & Dental Insurance Premiums;		
	Pers; Employment Taxes		
	Total Personnel Costs		\$ 316,825
Materials & Services			
110-4150-0312	Auditing & Accounting		22,500
110-4150-0319	Professional Services		52,000
	Fixed Asset Valuation	20,000	
	Mendocino Co. Tax Administration	18,000	
	Bank Fees	10,000	
	Sales Tax Audit	1,000	
	Sales Tax Analysis	2,000	
	Miscellaneous	<u>1,000</u>	
		52,000	
110-4150-0320	Dues & Memberships		635
	GFOA, CSMFO, CMTA, Calif. Muni. Revenue & Tax Assoc.		
110-4150-0366	Training/Travel Reimbursement		6,000
110-4150-0384	Books & Subscriptions		<u>280</u>
	Total Material & Services		81,415
Total - Finance Department			<u>\$ 398,240</u>



POLICE DEPARTMENT



POLICE DEPARTMENT

MISSION STATEMENT

Provide public safety services to our community through problem solving and preventative strategies designed to safeguard our community with an emphasis on prevention, education, enforcement, and collaborative partnerships.

DEPARTMENTAL SUMMARY

The divisions of the Police Department consist of Administration, Support Services, and Operations. The Department has a staffing level of 21 positions. During this past year, the Police Department remained focused on target goals and priorities. The Department's overall strategic mission provides our community with excellent public safety services that are designed to safeguard citizens and preserve a high quality of life.

Service Delivery: The Department has continued to expand and improve its service delivery through staff efforts, work flow processes, improved business practices and a continued standard of excellence. Significant progress in technology and modernization has been made in the following areas: records retention, property and evidence, dispatch services, patrol/training equipment and communication methods.

Community Involvement: The Department has provided successful operational oversight of a multitude of specialty events including the Forth of July Fireworks, Holiday Lights Parade, Paul Bunyan Weekend and Whale Festival. Through a collaborative and proactive model, the Department has fostered strong community partnerships to provide preventative and educational resources to our community. Examples include: Crime Prevention Newsletter, Gang Resistance is Paramount (G.R.I.P) Program, Community Forums, Gang Coalition, Safe Communities Celebration in the Park, Teen Court, At-Risk Youth Programs, Mentorship Programs, School Resource Officer, Domestic Violence Prevention and Drug and Gang Awareness Presentations.

Crime Prevention and Response: The Department continues to increase community awareness on a variety of issues, including traffic safety, downtown foot/bike patrol, safe school routes, traffic enforcement, identity theft prevention, citizen information pamphlets, probation, and gang operations. Rapid response to calls for service has resulted in an increased apprehension rate for criminal activity including a reduction in gang-related crimes.

Recruitment and Hiring Practices: The Department continues to recruit a diverse and talented team of law enforcement professionals with a significant emphasis on mandated training and mentorship geared around a "community oriented" approach. The Department has maintained "full staffing" levels for the first time in several years.

POLICE DEPARTMENT

DEPARTMENTAL SUMMARY - Continued

Professionalism: Departmental strategic planning this past year has focused on short and long term goals to modernize and better adapt to service demands, current/future trends, operational efficiency, and overall image. The Department's new professional image can be seen in the newly designed vehicle graphics and departmental badge. The Department created a department values statement, a new leadership team vision statement, improved its organizational appearance, and increased its training levels using a Training Matrix Plan that was created to identify individual staff training needs along with career development paths.

FISCAL YEAR 2010-2011 PRIORITIES

The emphasis of the Fiscal Year 2010-2011 budget is to maintain current service levels while providing continuing attention to employee and organizational development and community problem solving. In addition to the ongoing maintenance of mandated services for general law enforcement, code administration and emergency response, the Department will pursue the following priority objectives:

1. Continue placing a high emphasis on recruitment and retention of police employees while providing a professional and respectful work environment.
2. Continue to develop the skills of support staff, officers and supervisors through training, employee development, coaching and mentoring.
3. Address "quality of life" issues by proactively resolving problems associated with code enforcement violations, parking violations, abandoned vehicles, crime trends and substance abuse in the downtown business district, residential neighborhoods and parks.
4. Identify resources that will allow the department to expand its community based awareness and crime prevention programs.
5. Continue proactive enforcement efforts on drug and gang-related criminal activity.
6. Identify funding for the School Resource Officer (SRO) position.
7. Conduct foot and bike patrols during in the downtown business district, and identify problem locations elsewhere in the city.
8. Manage the expenses of the department by operating within the fiscal levels established in the final budget.
9. Implement a Restorative Policing approach to address habitual offender issues.
10. Assist and promote training and planning efforts to increase our disaster response/management services and also increase our community preparedness levels.

POLICE DEPARTMENT

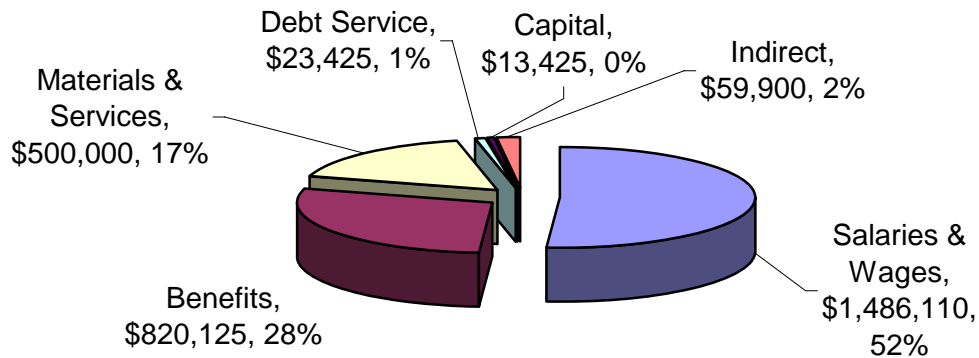
FISCAL YEAR 2010-2011 PRIORITIES - Continued

11. Continue police motorcycle program and increase traffic enforcement throughout the community.
12. Create and implement a Police Chaplain Program.
13. Produce a Police Department Annual Report that highlights organizational services, achievements, and overall yearly activities.
14. Create a Departmental Strategic Plan that identifies future goals and objectives.

DEPARTMENT BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Salaries & Wages	\$ 1,424,448	\$ 1,424,622	\$ 1,590,064	\$ 1,528,888	\$ 1,486,110	-2.8%
Benefits	692,450	786,597	871,412	878,493	820,125	-6.6%
Materials & Services	621,735	519,798	666,657	560,361	500,000	-10.8%
Capital	130,203	32,712	13,425	6,000	13,425	0.0%
Debt Service	60,498	70,257	70,257	70,257	23,425	-66.7%
Subtotal	2,929,334	2,833,985	3,211,815	3,043,999	2,843,085	-6.6%
Indirect	-	50,500	62,000	62,000	59,900	-3.4%
Total	\$ 2,929,334	\$ 2,884,485	\$ 3,273,815	\$ 3,105,999	\$ 2,902,985	-6.5%

**POLICE DEPARTMENT
FY 2010-11 by Category**



POLICE DEPARTMENT

DIVISION: ADMINISTRATION

SERVICE DESCRIPTION

Provide customer service to the community and support to front line Police Department operations through the business office of the Police Department including management of reports, telephone inquiries, statistics, employee training, evidence and property management, fingerprinting, and court coordination.

DIVISION SUMMARY

Administration staff consists of the Chief of Police, Police Captain and the Administrative Secretary. Their mission is to provide other department personnel with strategic goals and objectives, assure adequate staffing and equipment, provide training and certification in according with California Peace Officers Standards and Training regulations (POST), originate and manage the department budget and provide leadership direction. Administration also serves as a liaison between the Police Department, other city departments and community members.

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Salaries & Wages	\$ 242,730	\$ 223,525	\$ 262,912	\$ 238,800	\$ 260,200	9.0%
Benefits	114,372	112,682	134,901	140,185	134,595	-4.0%
Materials & Services	77,360	32,168	42,000	29,450	32,000	8.7%
Capital	-	-	-	-	13,425	100.0%
Subtotal	434,462	368,375	439,813	408,435	440,220	7.8%
Indirect	-	50,500	62,000	62,000	10,000	-83.9%
Total	\$ 434,462	\$ 418,875	\$ 501,813	\$ 470,435	\$ 450,220	-4.3%

POLICE DEPARTMENT

DIVISION: ADMINISTRATION

BUDGET DETAIL

Fund #110 Department: 4201	Account Detail	Category Detail	FY2010/11 Adopted Budget
Personnel Costs:			
	Salaries & Wages	\$ 260,200	
	Employee Benefits	134,595	
	Medical & Dental Insurance premiums; Pers; Employment Taxes		
	Total Personnel Costs		\$ 394,795
Materials & Services			
110-4201-0316	Pre-Employment Costs	6,500	
110-4201-0320	Dues & Memberships	1,200	
110-4201-0351	Equipment Repair & Maintenance	800	
110-4201-0362	Telephone & Communication	12,000	
110-4201-0365	Copying/Printing	200	
110-4201-0366	Training/Travel Reimbursement	3,000	
110-4201-0371	Meetings/City Business	1,000	
110-4201-0375	General Supplies	300	
110-4201-0383	Utilities	7,000	
	Total Material & Services		32,000
Allocation Transfers			
110-4201-0397	Allocation from Facilities Maintenance Fund	10,000	
	Total Allocation Transfers		10,000
Capital Expenditures			
110-4201-0721	Purchase of Land	13,425	
	Total Capital Expenditures		13,425
Total - Police Department Administration Division			\$ 450,220

POLICE DEPARTMENT

DIVISION: OPERATIONS

SERVICE DESCRIPTION

Provide frontline emergency and non-emergency police services to the community through uniformed police officers and community service officers, who provide security, investigate crimes and traffic accidents, arrest law violators, enforce parking regulations and provide a variety of other community oriented policing services.

FISCAL YEAR 2010-2011 PRIORITIES

Operations Division expenses account for approximately 80% of the total department budget. The division consists of three police sergeants, 11 police officers and two community service officers. One of the police officer positions is a School Resource Officer.

The Operations Division provides public safety services to our citizens on a 24 hour a day, seven day a week basis. They respond to calls for service, both criminal and non-criminal, conduct investigations, and write police reports relating to those calls. They also respond to traffic accidents, traffic/parking complaints, and deliver a variety of prevention and awareness information to community members, clubs and schools.

BUDGET SUMMARY

Expenditure	FY 2007-08 <u>Actual</u>	FY 2008-09 <u>Actual</u>	FY 2009-10 <u>Budget</u>	FY 2009-10 <u>Projected</u>	FY 2010-11 <u>Adopted</u>	% Incr/ <u>(Decr)</u>
Salaries & Wages	\$ 1,070,463	\$ 1,079,366	\$ 1,199,725	\$ 1,172,081	\$ 1,138,165	-2.9%
Benefits	527,658	620,013	678,243	682,657	640,880	-6.1%
Materials & Services	520,947	457,054	591,757	505,211	440,200	-12.9%
Capital	130,203	32,712	13,425	6,000	-	0.0%
Debt Service	60,498	70,257	70,257	70,257	23,425	-66.7%
Subtotal	<u>2,309,769</u>	<u>2,259,402</u>	<u>2,553,407</u>	<u>2,436,206</u>	<u>2,242,670</u>	<u>-7.9%</u>
Indirect	-	-	-	-	49,900	100.0%
Total	<u>\$ 2,309,769</u>	<u>\$ 2,259,402</u>	<u>\$ 2,553,407</u>	<u>\$ 2,436,206</u>	<u>\$ 2,292,570</u>	<u>-5.9%</u>

POLICE DEPARTMENT

DIVISION: OPERATIONS

BUDGET DETAIL

Fund #110 Department: 4200	Account Detail	Category Account Detail	FY2010/11 Adopted Budget
Personnel Costs:			
	Salaries & Wages	\$ 1,138,165	
	Employee Benefits	640,880	
	Medical & Dental Insurance premiums; Pers; Employment Taxes		
	Total Personnel Costs		\$ 1,779,045
Materials & Services			
110-4200-0313	Laboratory	3,000	
110-4200-0316	Pre-Employment Costs	7,000	
110-4200-0318	Investigative Medical Service	2,800	
110-4200-0319	Professional Services	354,500	
	Dispatch Services	287,500	
	County of Mendocino - Animal Control	45,000	
	Task Force	8,000	
	Explosive Response Services	6,600	
	JDS - Citation Processing	5,000	
	Car Washing	1,800	
	Alarm Monitoring	240	
	Miscellaneous	360	
	354,500		
110-4200-0351	Equipment Repair & Maintenance	21,000	
110-4200-0357	Rentals - Space	3,000	
110-4200-0363	Advertising & Publishing	200	
110-4200-0366	Training/Travel Reimbursement	16,000	
110-4200-0374	Evidence Supplies	1,200	
110-4200-0375	General Supplies	14,000	
110-4200-0376	Medical/Safety Supplies	3,000	
110-4200-0381	Small Tools & Equipment	14,000	
110-4200-0384	Books & Subscriptions	500	
	Total Material & Services		440,200
Allocation Transfers			
110-4200-0322	Fleet Services	49,900	
	Total Allocation Transfers		49,900
Debt Service			
110-4200-0915	Capital Lease - Principal	22,225	
110-4200-0916	Capital Lease - Interest	1,200	
	Total Debt Service		23,425
Total - Police Department Operations Division			\$2,292,570

POLICE DEPARTMENT

DIVISION: SUPPORT SERVICES

SERVICE DESCRIPTION

Provide customer service to the community and support to front line Police Department operations through the business office of the Police Department including management of reports, telephone inquiries, statistics, employee training, evidence and property management, fingerprinting, and court coordination.

FISCAL YEAR 2010-2011 PRIORITIES

The Support Services Division is staffed by two Police Service Technicians whose primary responsibilities are to assure that all police records are kept, filed and released in accordance with laws governing those matters. They also provide live-scan finger print services to the public, process and forward criminal reports, provide information and assist on the intake, and oversee the release and destruction of all department evidence.

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Salaries & Wages	\$ 111,255	\$ 121,731	\$ 127,427	\$ 118,007	\$ 87,745	-25.6%
Benefits	50,420	53,901	58,268	55,651	44,650	-19.8%
Materials & Services	23,428	30,576	32,900	25,700	27,800	8.2%
Total	\$ 185,103	\$ 206,208	\$ 218,595	\$ 199,358	\$ 160,195	-19.6%

POLICE DEPARTMENT

DIVISION: SUPPORT SERVICES

BUDGET DETAIL

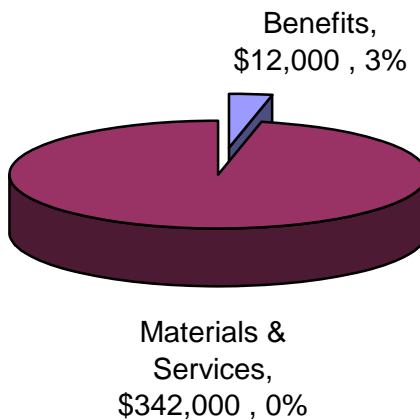
Fund #110 Department: 4202	Account Detail	Category Detail	FY2010/11 Adopted Budget
Personnel Costs:			
	Salaries & Wages	\$ 87,745	
	Employee Benefits	<u>44,650</u>	
	Medical & Dental Insurance premiums; Pers; Employment Taxes		
	Total Personnel Costs		\$ 132,395
Materials & Services			
110-4202-0319	Professional Services	12,000	
110-4202-0351	Equipment Repair & Maintenance	3,000	
110-4202-0355	Equipment Leases	5,000	
110-4202-0356	Rentals - Equipment & Vehicles	1,200	
110-4202-0357	Rentals - Space	1,400	
110-4202-0365	Copying/Printing	100	
110-4202-0366	Training/Travel Reimbursement	2,000	
110-4202-0372	Postage	2,500	
110-4202-0375	General Supplies	400	
110-4202-0381	Small Tools & Equipment	<u>200</u>	
	Total Material & Services		27,800
Total - Police Department Support Services Division			<u>\$ 160,195</u>

FIRE PROTECTION DISTRICT

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Benefits	\$ 12,050	\$ 11,853	\$ 12,050	\$ 11,300	\$ 12,000	6.2%
Materials & Services	337,624	341,744	364,800	342,000	342,000	0.0%
Total	\$ 349,675	\$ 353,597	\$ 376,850	\$ 353,300	\$ 354,000	0.2%

**FIRE
FY 2010-11 by Category**



BUDGET DETAIL

Fund #110	Account Detail	Category Detail	FY2010/11 Adopted Budget
Department: 4220			
Personnel Costs			
110-4220-0220	Pers	\$ 12,000	
	Total Employee Benefits		\$ 12,000
Materials & Services			
110-4220-0319	Professional Services	342,000	
	Total Material & Services		342,000
Total - Fort Bragg Fire Protection District			\$ 354,000

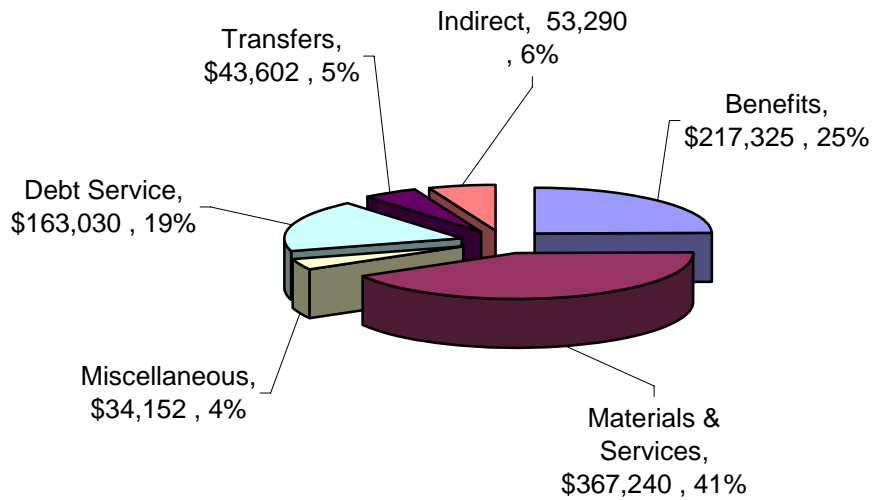


NON-DEPARTMENTAL

TOTAL BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Benefits	\$ 152,096	\$ 144,385	\$ 197,938	\$ 205,227	\$ 217,325	5.9%
Materials & Services	317,020	420,631	379,737	366,283	367,240	0.3%
Other Expenditures	261,180	78,795	41,370	34,058	34,152	0.3%
Capital	10,659	-	-	-	-	0.0%
Debt Service	147,569	157,618	163,119	163,119	163,030	-0.1%
Subtotal	888,524	801,428	782,164	768,687	781,747	1.7%
Indirect	-	49,162	37,425	37,425	53,290	42.4%
Transfers	1,322,535	103,314	272,200	272,200	43,602	-84.0%
Total	\$ 2,211,059	\$ 953,904	\$ 1,091,789	\$ 1,078,312	\$ 878,639	-18.5%

NON-DEPARTMENTAL FY 2010-11 by Category



NON-DEPARTMENTAL

PROGRAMS: COMMUNITY ORGANIZATIONS

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Other Expenditures	\$ 114,621	\$ 112,344	\$ 106,838	\$ 104,206	\$ 91,162	-12.5%
Total	\$ 114,621	\$ 112,344	\$ 106,838	\$ 104,206	\$ 91,162	-12.5%

BUDGET DETAIL

Fund #110 Department: 4390 & 4391	Account Detail	Category Detail	FY2010/11 Adopted Budget
Chamber of Commerce			
110-4390-0621	Chamber of Commerce		\$ 7,462
Fort Bragg Promotion Committee			
110-4391-0319	Professional Services		\$ 41,500
110-4391-0363	Advertising & Publishing		500
110-4391-0365	Copying & Printing		16,500
110-4391-0372	Postage		200
110-4391-0619	Miscellaneous		1,000
	Annual Promotional Expenditures		59,700
MCTV			
110-4390-0623	MCTV		24,000
	Annual Contribution (50% Comcast Cable Franchise Fees)		
Total - Community Organization Support			\$ 91,162

NON-DEPARTMENTAL

PROGRAMS: CASPAR CLOSURE & LANDFILL

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Materials & Services	\$ 51,136	\$ 68,446	\$ 65,000	\$ 70,000	\$ 70,000	0.0%
Other Expenditures	318	174	175	175	190	8.6%
Debt Service	147,569	147,569	151,119	151,119	151,070	0.0%
Total	\$ 199,023	\$ 216,189	\$ 216,294	\$ 221,294	\$ 221,260	0.0%

BUDGET DETAIL

Fund #110 Department: 4915	Account Detail	Category Detail	FY2010/11 Adopted Budget
Materials & Services			
110-4915-0319	Professional Services		\$ 70,000
	Transfer Station	\$ 33,500	
	Landfill Costs	36,500	
		70,000	
	Total Materials & Services		\$ 70,000
Other Expenditures			
110-4915-0607	Caspar Landfill Property Tax	190	
	Total Other Expenditures		190
Debt Service			
110-4915-0911	Principal	98,875	
110-4915-0912	Interest	48,695	
110-4915-0913	Fees	3,500	
	Total Debt Service		151,070
	Total - Caspar Closure and Transfer Station		\$ 221,260

NON-DEPARTMENTAL

PROGRAMS: OTHER NON-DEPARTMENTAL

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Benefits	\$ 152,096	\$ 144,385	\$ 197,938	\$ 205,227	\$ 217,325	5.9%
Materials & Services	265,713	270,859	246,094	225,460	237,540	5.4%
Other Expenditures	146,412	47,602	3,000	500	2,500	400.0%
Capital	10,659	-	-	-	-	0.0%
Debt Service	-	10,049	12,000	12,000	11,960	-0.3%
Subtotal	574,880	472,895	459,032	443,187	469,325	5.9%
Indirect	-	49,162	37,425	37,425	53,290	42.4%
Transfers	1,322,535	103,314	272,200	272,200	43,602	-84.0%
Total	\$ 1,897,415	\$ 625,371	\$ 768,657	\$ 752,812	\$ 566,217	-24.8%

BUDGET DETAIL

Fund #110	Account	Category	FY2010/11 Adopted Budget
Department: 4190	Detail	Detail	
Personnel Costs			
110-4190-0224	Retiree Medical Benefits		\$ 156,375
110-4190-0232	Worker's Comp Deductible		5,000
110-4190-0251	Unemployment Insurance		55,950
	Total Employee Benefits		\$ 217,325
Materials & Services			
110-4190-0319	Professional Services		13,540
	MCTV	\$ 12,000	
	Guest House Security	516	
	Miscellaneous	1,024	
		<u>13,540</u>	
110-4190-0320	Dues & Memberships		25,100
	LAFCO - Share of Costs	12,700	
	League	4,000	
	REHIT Dues	3,900	
	Mendo OES Dues	3,700	
	Redwood Empire Division	300	
	Other	500	
		<u>25,100</u>	
110-4190-0351	Equipment Repair & Maintenance		7,000
110-4190-0362	Telephone & Communication		13,000

NON-DEPARTMENTAL

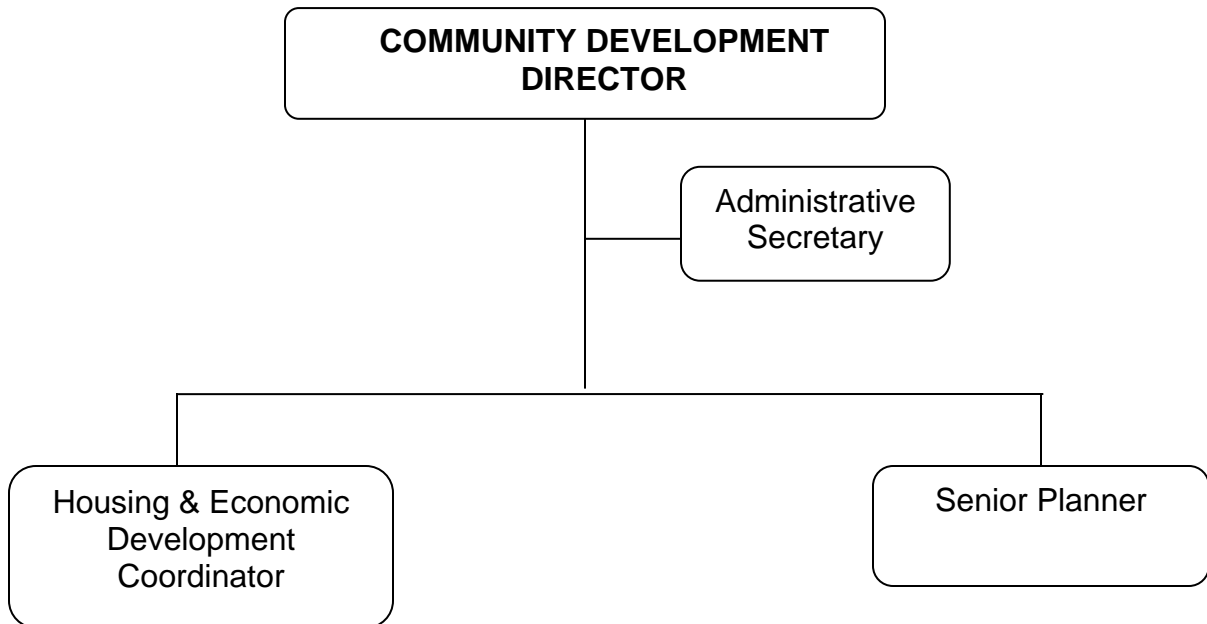
PROGRAMS: OTHER NON-DEPARTMENTAL

BUDGET DETAIL - Continued

Fund #110	Account	Category	FY2010/11
Department: 4190	Detail	Detail	Adopted
			Budget
110-4190-0371	Meetings/City Business	7,600	
	Otsuchi Sister City Program	3,000	
	Employee Recognition Committee	4,600	
		<u>7,600</u>	
110-4190-0356	Rentals - Equipment & Vehicles	2,000	
110-4190-0372	Postage	7,000	
110-4190-0375	General Supplies	18,000	
110-4190-0383	Utilities	40,000	
110-4190-0384	Books & Subscriptions	400	
	Total Material & Services		133,640
Other Expenditures			
110-4190-0358	Liability Premium	60,100	
110-4190-0359	Liability Deductible	5,250	
110-4190-0360	Property Premium	33,300	
110-4190-0361	Property Deductible	5,250	
110-4190-0601	Direct Liability Claims	2,000	
110-4190-0619	Miscellaneous	500	
	Total Other Expenditures		106,400
Allocation Transfers			
110-4190-0396	Allocation to IT Internal Service Fund	53,290	
	Total Allocation Transfers		53,290
Operating Transfers			
110-4190-0799	Transfer to Other Funds	43,602	
	To Fund 115 - GF Capital Reserve	14,002	
	To Fund 146 - Bullet Proof Vests	2,000	
	To Fund 114 - GF Litigation Reserve	15,000	
	To Fund 610 - Water Enterprise	12,600	
	City portion of water cost, school fields	<u>43,602</u>	
	Total Operating Transfers		43,602
Debt Service			
110-4190-0915	Capital Lease - Copiers	11,960	
	Total Debt Service		11,960
	Total - Non-Departmental		\$ 566,217



COMMUNITY DEVELOPMENT DEPARTMENT



NOTE: Housing & Economic Development Coordinator is a part-time position in FY 2010-11.

COMMUNITY DEVELOPMENT DEPARTMENT

MISSION STATEMENT

Engage in long range and current planning activities that maintain and enhance the City of Fort Bragg as a sustainable working town with a diversified economy that serves residents and visitors. Work to preserve and develop desirable community and environmental amenities, an attractive and functional built environment, and a vibrant economy by providing open and effective long range, special project, and current planning; and efficient, professional and customer-friendly permitting, economic development, and grant writing services.

DEPARTMENTAL SUMMARY

Community Development Department responsibilities include: long range and comprehensive planning, development review, economic development, affordable housing, code enforcement, and grant writing and administration. The Department has four staff positions. As current planning and development review activity slowed during the past year due to economic conditions, Community Development Department staff focused more attention on special projects and long range planning work. Community Development Department accomplishments include the following:

Special Projects

- **Fort Bragg Coastal Trail.** Held ten community planning workshops and managed the preparation of 30 percent design plans for the north and south segments of the Fort Bragg Coastal Trail. Initiated the Environmental Review (EIR) for the project, including three environmental scoping sessions and management of the EIR team. Completed a Prop 84 grant application seeking \$4.85 million to fund construction of the Fort Bragg Coastal Trail.
- **Noyo Center for Science & Education.** Completed a Prop 84 grant application seeking \$7 million in funding for the construction of the Noyo Center. Prepared RFP and hired an architectural firm to complete 30 percent design plans for the Noyo Center.
- **Otis Johnson Wilderness Park Restoration Project.** Finalized 100 percent designs/specifications for the Otis Johnson Park Restoration Project.
- **Industrial Arts Center.** Completed the Industrial Arts Center feasibility study for the reuse of Dry Shed #4 as an industrial arts center. Managed completion of architectural renderings for the reuse of Dry Shed #4, and obtained additional CDBG funds to undertake the next steps for this project.
- **Skate Plaza.** In coordination with the Mendocino Coast Recreation and Parks District and the Public Works Department, completed design and engineering for the Skate Plaza facility at the C.V. Starr Community Center.
- **Geographic Information System.** Finalized and implemented a new Geographic Information System (GIS) for the Community Development Department that is coordinated with the new GIS system implemented by the Public Works Department.

COMMUNITY DEVELOPMENT DEPARTMENT

DEPARTMENTAL SUMMARY - Continued

Long Range Planning Projects

- **Mill Site Specific Plan and EIR.** Continue to be engaged in the development and management of the Specific Plan and the EIR for the reuse of the Mill Site.
- **Housing Element Update.** Completed the 2010 Housing Element, which was certified by the State Department of Housing & Community Development.
- **Inland General Plan and LUDC Update.** Completed the update of Fort Bragg's Inland General Plan and Inland Land Use & Development Code and the associated environmental review.
- **South Fort Bragg Access & Beautification Plan.** Managed the work of a consultant team to prepare a plan to improve the aesthetics of South Main Street and pedestrian and bicycle safety from Oak Street to the Hare Creek Bridge.
- **Bicycle Master Plan.** Prepared a Bicycle Master Plan which identifies and prioritizes bicycle improvement projects for Fort Bragg.
- **Residential Street Safety Plan.** Initiated the update of the City's Residential Street Safety Plan to identify and prioritize pedestrian improvement projects in the residential neighborhoods of Fort Bragg.

Current Planning

The Department continues to process a variety of current planning applications for new single-family, affordable housing, multi-family, institutional and commercial development. Some of the larger projects worked on this year include permitting for: Mendocino Coast District Hospital Radiology Building, the Westerling four-unit Condo Project, the Casey subdivision, Habitat for Humanity's eight-unit McPherson Street Project, and Otis Johnson park improvements. City staff continues to provide a wide variety of assistance to the community to ensure a safe and beautiful city, including: code enforcement, building permit processing, event permit review, and sign permit review.

Housing & Economic Development

Community Development Department staff provided economic development assistance to 26 firms, helped to attract nine new businesses and provided assistance to 18 existing business. In total, these activities helped to attract or retain 52 local jobs. The Department also provided staff assistance to the Fort Bragg Promotions Committee, worked to bring the Farmers' Market back downtown, finalized and installed four Downtown Business Directories/Maps, and completed free-pre-approved second unit plans for City residents.

Grants

Staff completed two very large capital improvement grant applications this year: a \$4.85 million Prop 84 grant for the Coastal Trail and a \$7 million Prop 84 grant for the Noyo Center. The following grants were awarded in the past year: CDBG-ARRA grant of \$813,917 for affordable housing rehabilitation; Ed Byrne/JAG ARRA \$19,969 for gap financing for the City's school resource officer; a COPs Secure our Schools grant for \$76,998 for security cameras at the Fort Bragg Middle School, and a CDBG economic development grant for \$27,000. Staff manages, bills, and monitors over \$5 million in grants (10 open grants).

COMMUNITY DEVELOPMENT DEPARTMENT

FISCAL YEAR 2010-2011 PRIORITIES

The FY 2010-11 budget for the Community Development Department addresses the following priorities:

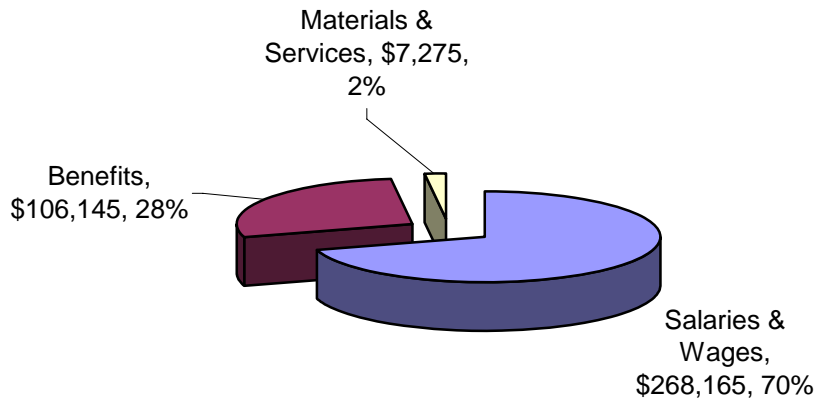
1. Complete the following long-range planning activities: Development Impact Fee Study, Local Coastal Program amendment (for Housing Element), Alley Master Plan, Climate Action Plan, and South Fort Bragg Access & Beautification Plan.
2. Continue to assist with the planning and permitting of community facilities. Current community projects include: Skate Park, Noyo Center, Coastal Trail, and the Industrial Arts Center.
3. Continue to participate in the Georgia Pacific Mill Site reuse planning process, including: participation in the Mill Site Coordinating Committee providing oversight of the Specific Plan and related applications; management of the EIR for the Specific Plan and related entitlements; and assistance with public outreach.
4. Continue to develop and implement the City's sustainability programs,
5. Provide economic development assistance to the business community through the activities of the Business Advocates Program, the Micro-enterprise Program, the Promotion Committee, and the Economic Enterprise Program (business assistance loan program).
6. Continue efforts to encourage affordable housing development
7. Assist with the planning, environmental review and permitting components of City capital improvement projects including: North Fort Bragg Coastal Trail, Newman Gulch Reservoir, various street projects, and other public works projects.
8. Continue to prepare grant applications and manage grant-funded activities.
9. Continue to improve the health and safety of the City by engaging in code enforcement activities, reviewing event permits, building permits, and sign permits.

COMMUNITY DEVELOPMENT DEPARTMENT

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Salaries & Wages	\$ 282,609	\$ 316,443	\$ 331,035	\$ 271,372	\$ 268,165	-1.2%
Benefits	93,365	104,724	111,738	106,600	106,145	-0.4%
Materials & Services	25,457	19,449	28,300	4,675	7,275	55.6%
Capital	1,919	281	-	-	-	0.0%
Total	\$ 403,351	\$ 440,897	\$ 471,073	\$ 382,647	\$ 381,585	-0.3%

COMMUNITY DEVELOPMENT FY 2010-11 by Category

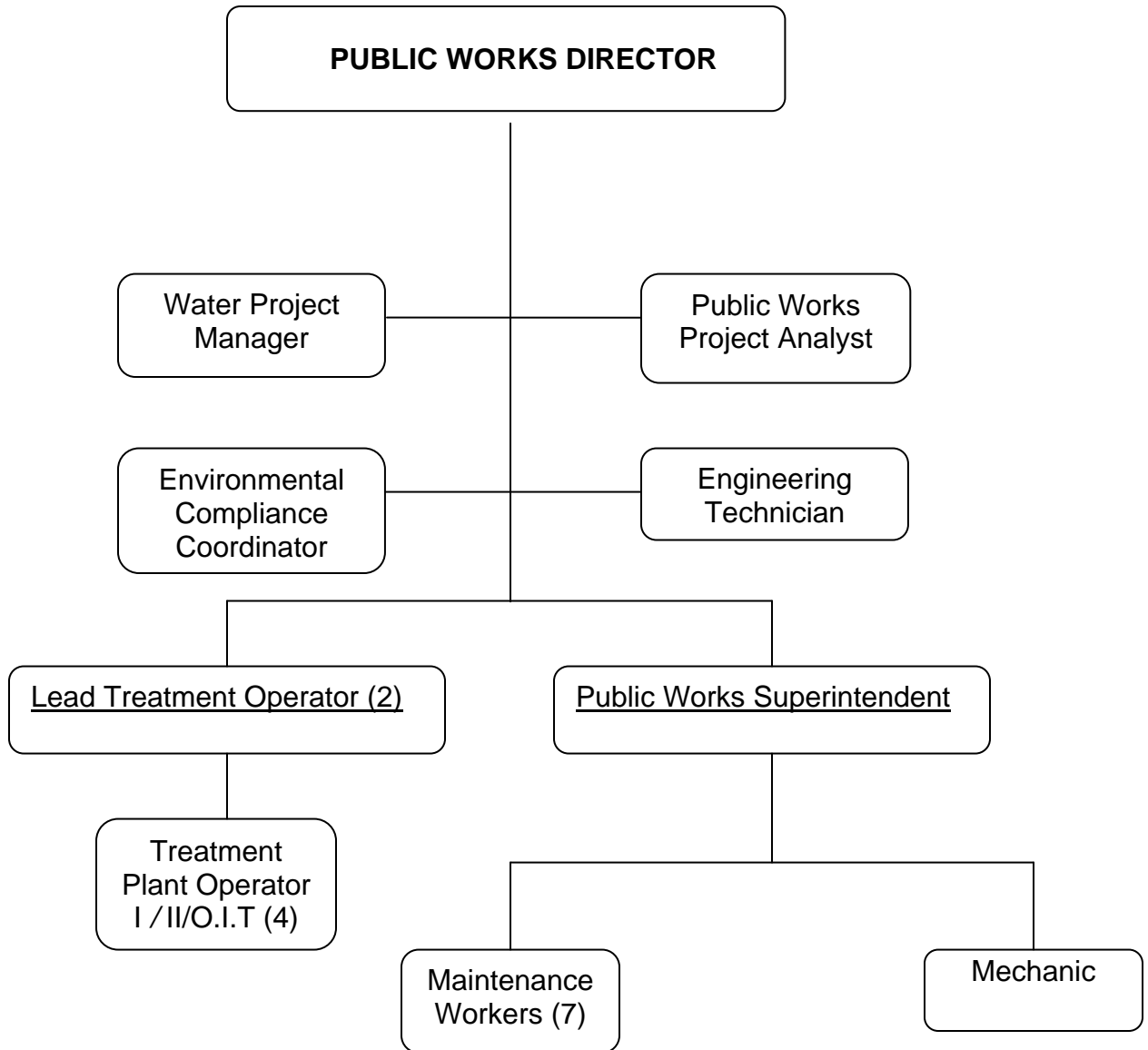


COMMUNITY DEVELOPMENT DEPARTMENT

BUDGET DETAIL

Fund #110 Department: 4320	Account Detail	Category Detail	FY2010/11 Adopted Budget
Personnel Costs			
	Salaries & Wages		\$ 268,165
	Employee Benefits		<u>106,145</u>
	Medical & Dental Insurance Premiums; Pers; Employment Taxes		
	Total Personnel Costs		\$ 374,310
Materials & Services			
110-4320-0320	Dues & Memberships	200	
	APA Membership		
110-4320-0364	Legal Notices	2,100	
110-4320-0365	Copying/Printing	1,750	
110-4320-0366	Training/Travel Reimbursement	2,500	
110-4320-0371	Meetings/City Business	100	
110-4320-0381	Small Tools & Equipment	500	
110-4320-0384	Books & Subscriptions	<u>125</u>	
	Total Material & Services		7,275
Total - Community Development Department			<u><u>\$ 381,585</u></u>

PUBLIC WORKS DEPARTMENT



NOTE: Water Project Manager is a part-time position in FY 2010-11.

PUBLIC WORKS DEPARTMENT (Non-Enterprise)

MISSION STATEMENT

Provide, operate and maintain essential public infrastructure facilities and services for the community to make everyday life as safe and convenient as possible.

DEPARTMENTAL SUMMARY

The Public Works Department consists of six divisions - Administration/ Engineering, Parks and Facilities, Corporation Yard/Motor Pool, Street Maintenance, Water Enterprise, and Wastewater Enterprise. The Department has a staffing level of 19.6 positions. Water and Wastewater are operated as separate enterprises and are shown in separate sections of this budget.

The basic services provided by the Public Works Department include surveying, mapping, drafting, park and city-owned facility maintenance, street maintenance and repair, traffic signage, water intake, treatment and distribution, stormwater runoff management, and wastewater collection, treatment and discharge. For each of these basic services, the Public Works Department emphasizes the following key priorities:

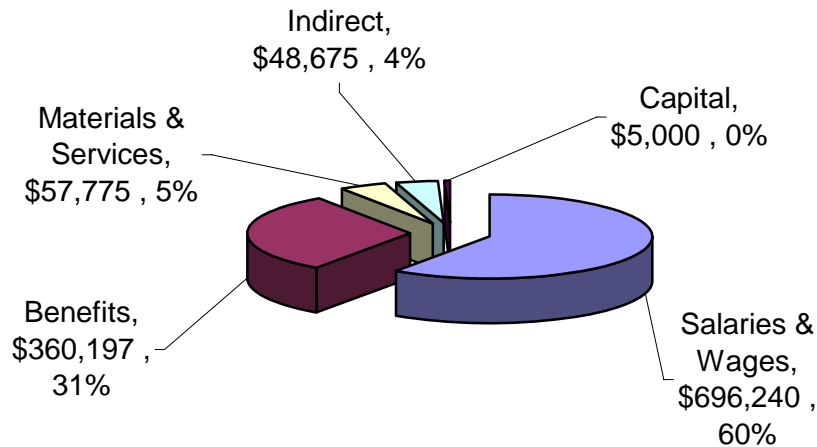
1. Provide coordinated oversight and management of six divisions within the Department.
2. Manage and inspect Capital Projects for quality and quantity of workmanship.
3. Ensure that employees are provided essential safety training and employee training. Provide employees with adequate resources to safely and effectively complete their jobs.
4. Implement employee policies and procedures in accordance with OSHA Regulations.
5. Continue to improve employee performance and morale.
6. Provide necessary physical and operational improvements to city-owned facilities. Meet or exceed all regulatory requirements at each city-owned facility. Make city-owned facilities more energy-efficient and cost-efficient.
7. Maintain customer satisfaction.
8. Pursue additional revenue sources and reduce costs to General Fund.
9. Enhance community understanding of water and wastewater treatment programs.
10. Protect public by providing a safe and durable road network. Provide for a smooth flow of traffic throughout the City.

PUBLIC WORKS DEPARTMENT (Non-Enterprise)

DEPARTMENT BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Salaries & Wages	\$ 634,099	\$ 738,215	\$ 805,189	\$ 788,599	\$ 696,240	-11.7%
Benefits	296,649	325,963	368,007	350,742	360,197	2.7%
Materials & Services	29,624	86,224	122,285	100,940	57,775	-42.8%
Capital	85,172	17,255	22,300	10,850	5,000	-53.9%
Subtotal	1,045,544	1,167,657	1,317,781	1,251,131	1,119,212	-10.5%
Indirect	-	95,185	31,990	31,990	48,675	52.2%
Transfers	-	3,178	-	-	-	0.0%
Total	\$ 1,045,544	\$ 1,266,020	\$ 1,349,771	\$ 1,283,121	\$ 1,167,887	-9.0%

PUBLIC WORKS - NON-ENTERPRISE FY 2010-11 by Category



PUBLIC WORKS DEPARTMENT (Non-Enterprise)

DIVISION: ADMINISTRATION/ENGINEERING

SERVICE DESCRIPTION

Provide administrative support, fiscal management and engineering services to the Department and employees in its six divisions. Provide construction management for the Capital Improvement Program and work closely with staff of the regulatory agencies to maintain permit compliance.

DIVISION SUMMARY

In FY 2009-10, the Administration/Engineering Division of the Public Works Department accomplished the following:

1. Administered permitting, prepared status reports, and provided construction management and inspection for the Downtown Streetscape Project.
2. Provided construction management, engineering and inspection for the at-grade rail crossing improvements on Fir Street and Franklin Street.
3. Coordinated street repairs due to water damage on Oak Street at McKinley and Livingston Streets and on North Harrison Street at Fir Street.
4. Coordinated installation of additional domes and relocation of power poles for the ADA Curb Ramp project and the Franklin Street Phase II project.
5. Provided construction management of the Safe Routes to School project at Dana Street and Chestnut Street and worked with the contractor to finalize all work as identified on the punch list.
6. Provided construction management for completion of the Town Hall Parapet Replacement Project that included roof repairs, window repairs and repainting of the Town Hall.
7. Evaluated survey and boundary descriptions for the Coastal Trail prior to acquisition; updated City's Backflow Program and ordinance, and administered the program.
8. Collaborated with Community Development in securing contract services and developing City's Geographic Information System.
9. Provided design and plan review for the Pine and Laurel Sidewalk Project approved under Transportation Enhancement ARRA funds and Bicycle and Pedestrian MCOG grant.

PUBLIC WORKS DEPARTMENT (Non-Enterprise)

DIVISION: ADMINISTRATION/ENGINEERING

DIVISION SUMMARY - Continued

10. Provided construction management and inspection for the Bainbridge Park Restrooms project and worked with the contractor to complete the project within budget.
11. Prepared plans and bid documents, provided construction management and inspection for the Pomo Bluffs Trail Extension Project, and completed final project reports.
12. Completed plans and specifications, bid projects and began initial construction for Pudding Creek Road Reconstruction; Harold Street Overlay; Dana Street Overlay.
13. Worked with engineering firm to complete design of new 45 Acre Foot Newman Reservoir and provided necessary documentation to move forward with the environmental review.
14. Prepared requests for proposals and administered contracts for the Evaluation of the East Fort Bragg Pressure Zone; Recreation Center Building Structural Evaluation; Design of the Waterfall Gulch Raw Water Line Replacement between Hwy. 20 and Brush Creek Road; Wastewater Projects Design including Sludge Thickener Mechanism/Grit Removal System, Primary Clarifier Mechanism Replacement and Trickling Filter Improvements.
15. Prepared bid documents and advertised projects for Fort Building Roof Replacement; Metal Siding and Roof Replacement for Wastewater Filter Press Building & Garage; Fence Installation at Sewer Lift Stations.
16. Worked with design engineer on completion of the Otis Johnson Park Improvements and prepared the project to bid for construction.

FISCAL YEAR 2010-2011 PRIORITIES

The Administration and Engineering Division has identified the following key priorities for FY 2010-11:

1. Identify and secure funding for construction of the Newman 45 Acre Foot Reservoir and replacement of the Raw Water Line from Waterfall Gulch between Hwy 20 and Brush Creek Road.
2. Continue to seek funding in various arenas for Capital Projects, with a special emphasis on funding of Wastewater Treatment Facility capital projects.
3. Continue to work with contract engineers on completing the design of the Main Street Merge Project in preparation for construction in 2013-14.

PUBLIC WORKS DEPARTMENT (Non-Enterprise)

DIVISION: ADMINISTRATION/ENGINEERING

FISCAL YEAR 2010-2011 PRIORITIES -Continued

4. Work with contract engineer to complete design for Reconstruction of South Street; bid and have the project awarded for construction by the end of 2010.
5. Complete design and administer Federal Safe Routes to School Project for improvements near the Middle School, Redwood Elementary and High School.
6. Coordinate design of East Fort Bragg Pressure Zone Improvements in preparation for construction of project phases.
7. Continue staff training to improve skills necessary to implement the Geographic Information System; continue oversight of the Fats, Oils & Grease Program; continue to expand and implement the Backflow Device Inspection Program and provide project inspection for Capital Projects.

DIVISION: ADMINISTRATION/ENGINEERING

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Salaries & Wages	\$ 176,537	\$ 265,887	\$ 323,622	\$ 310,729	\$ 235,675	-24.2%
Benefits	63,464	92,595	113,152	102,692	108,697	5.8%
Materials & Services	21,761	24,130	46,260	34,250	13,650	-60.1%
Capital	49,060	13,168	-	-	-	0.0%
Subtotal	<u>310,822</u>	<u>395,780</u>	<u>483,034</u>	<u>447,671</u>	<u>358,022</u>	<u>-20.0%</u>
Indirect	-	-	-	-	1,150	100.0%
Total	<u>\$ 310,822</u>	<u>\$ 395,780</u>	<u>\$ 483,034</u>	<u>\$ 447,671</u>	<u>\$ 359,172</u>	<u>-19.8%</u>

**PUBLIC WORKS DEPARTMENT
(Non-Enterprise)**

DIVISION: ADMINISTRATION/ENGINEERING

BUDGET DETAIL

Fund #110 Department: 4330	Account Detail	Category Detail	FY2010/11 Adopted Budget
Personnel Costs			
	Salaries & Wages		\$ 235,675
	Employee Benefits		<u>108,697</u>
	Medical & Dental Insurance Premiums; Pers; Employment Taxes		
	Total Personnel Costs		\$ 344,372
Materials & Services			
110-4330-0310	Engineering		10,000
110-4330-0320	Dues & Memberships		650
	APWA Membership	\$ 250	
	Lic. Renewal - Prof. Land Surveyor	\$ 175	
	CA Land Surveyor Membership	<u>225</u>	
		650	
110-4330-0351	Equipment Repair & Maintenance		200
110-4330-0365	Copying/Printing		50
110-4330-0366	Training/Travel Reimbursement		2,000
110-4330-0377	Boot Expense		200
110-4330-0381	Small Tools & Equipment		500
110-4330-0384	Books & Subscriptions		<u>50</u>
	Total Material & Services		13,650
Allocation Transfers			
110-4330-0322	Fleet Services		<u>1,150</u>
	Total Allocation Transfers		1,150
	Total - PW's Admin. & Engineering Division		<u>\$ 359,172</u>

PUBLIC WORKS DEPARTMENT (Non-Enterprise)

DIVISION: PARKS & FACILITIES

SERVICE DESCRIPTION

Provide maintenance, landscaping and other services for four parks, open spaces, City facilities, grounds surrounding City facilities, to ensure leisure opportunities in attractive park and natural settings and a clean, healthy and safe environment for

DEPARTMENTAL SUMMARY

In FY 2009-10, the City's Public Works crew:

1. Maintained all City parks and street trees.
2. Restored 20 trash receptacles; installed street benches and bicycle racks.
3. Provided all building maintenance, janitorial duties, and building repairs.
4. Assisted with City Hall Remodel project.

FISCAL YEAR 2010-2011 PRIORITIES

The Parks and Facilities Division have identified the following key priorities for FY 2010-11:

1. Oversee continued maintenance and improvement to Pomo Bluffs Park, Guest House Museum, Fort Building/City Hall Grounds, Bainbridge Park and Otis Johnson Park.
2. Assist with development of a maintenance program for the Coastal Trail & Parkland property for future bicycle and pedestrian access.
3. Improve maintenance to all existing park facilities.

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Materials & Services	\$ 23,950	\$ 16,774	\$ 21,125	\$ 21,200	\$ 15,125	-28.7%
Capital	34,276	-	-	-	-	0.0%
Subtotal	58,226	16,774	21,125	21,200	15,125	-28.7%
Indirect	-	95,185	31,990	31,990	27,675	-13.5%
Total	\$ 58,226	\$ 111,959	\$ 53,115	\$ 53,190	\$ 42,800	-19.5%

**PUBLIC WORKS DEPARTMENT
(Non-Enterprise)**

DIVISION: PARKS & FACILITIES

BUDGET DETAIL

Fund #110 Department: 4392	Account Detail	Category Detail	FY2010/11 Adopted Budget
Materials & Services			
110-4392-0319	Professional Services		\$ 4,725
	Guest House & City Hall Alarms	\$ 1,300	
	Tree Maintenance	1,000	
	Parlin Fork Work Crew (5 days)	1,125	
	Fire Extinguisher Maintenance	300	
	Miscellaneous	1,000	
		4,725	
110-4392-0351	Equipment Repair & Maintenance	200	
110-4392-0375	General Supplies	10,000	
110-4392-0381	Small Tools & Equipment	200	
	Total Material & Services		\$ 15,125
Allocation Transfers			
110-4392-0322	Fleet Services	13,125	
110-4392-0397	Allocation to Facilities Maintenance & Repair	14,550	
	Total Allocation Transfers		27,675
Total - Public Works Parks & Facilities Division			\$ 42,800

PUBLIC WORKS DEPARTMENT (Non-Enterprise)

DIVISION: CORPORATION YARD

DIVISION SUMMARY

In FY 2009-10, the City's Public Works crew:

1. The Public Works crew responded to sewer calls for 11 main line blockages, 18 lateral plugs, eight private lateral calls, and four root cutting issues in City pipes. Completed scheduled annual flushing of 96,600 feet of sewer main. Inspected and cleaned each manhole in the collection system.
2. Storm drain maintenance included the following: flush and vacuum every storm drain inlet and collection box, repeatedly clean each storm inlet in town. Completed one drain box install and two line repairs.
3. Public Works crew repaired nine water service line leaks, two main water line breaks, one failed line tap, and responded to three contractor accidental damage repairs. Maintained fire hydrants at 268 locations and repaired two damaged fire hydrants resulting from auto accidents.
4. Swept 120 miles of street each month.
5. Responded to 187 USA underground service alert utility locates.
6. The Motor Pool Mechanic maintained eight emergency generators, three portable generators, one gas powered welder, four air compressors, seven mowers, four pumps, 14 small engines, 46 cars and pickups, two forklifts, two backhoes, one tractor loader, one man lift, three sewer trucks, one street sweeper, one compactor roller, two dump trucks, four trailers, one road grader, one water tender trailer, one radar trailer, and three police motorcycles. For fiscal year 2010-2011, these services will be accounted for in an Internal Service Fund – Fleet Services.
7. Public Works crew supported the following community events and tasks: Christmas tree and building decorations, Lighted Truck parade preparation, Whale Festival preparation, Salmon BBQ preparation and aid, and Labor Day parade preparation and work the day of the parade. Public Works has now taken over maintaining the town advertising sign and set up assistance with First Friday events.
8. Completed a base map update of all storm drain inlets with pipe sizes and flow depth and numbered entire system and documented locations.

**PUBLIC WORKS DEPARTMENT
(Non-Enterprise)**

DIVISION: CORPORATION YARD

FISCAL YEAR 2010-2011 PRIORITIES

The Corporation Yard Division has identified the following key priorities for FY 2010-11:

1. Continue to maintain City infrastructure including streets, water and sewer lines, and storm drainage facilities.
2. Continue to maintain City facilities and parks.
3. Continue to work on improving security in and around city facilities.
4. Storm drain improvement priorities include: Extend storm drain system south from Oak Street on 100 block of South Harold to relieve flooding of parking area; extend the storm drain system south in alley east of North McPherson Street 100 Block to prevent a private garage from flooding; install new “bubble up” system in alley east of 200 block of North Franklin Street to prevent large pond at alley entrance.
5. Continue training of maintenance personnel to improve safety and maintenance procedures and to comply with regulatory requirements for improvements to existing infrastructure.

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Salaries & Wages	\$ 457,562	\$ 472,328	\$ 481,567	\$ 477,870	\$ 460,565	-3.6%
Benefits	233,185	233,368	254,855	248,050	251,500	1.4%
Materials & Services	(16,087)	39,971	37,500	34,140	16,700	-51.1%
Capital	1,835	-	-	-	-	0.0%
Subtotal	676,495	745,667	773,922	760,060	728,765	-4.1%
Indirect	-	-	-	-	11,975	100.0%
Transfers	-	3,178	-	-	-	0.0%
Total	\$ 676,495	\$ 748,845	\$ 773,922	\$ 760,060	\$ 740,740	-2.5%

PUBLIC WORKS DEPARTMENT (Non-Enterprise)

DIVISION: CORPORATION YARD

BUDGET DETAIL

Fund #110 Department: 4570	Account Detail	Category Detail	FY2010/11 Adopted Budget
Personnel Costs			
	Salaries & Wages		\$ 460,565
	Employee Benefits		<u>251,500</u>
	Medical & Dental Insurance Premiums; Pers; Employment Taxes		
	Total Personnel Costs		\$ 712,065
Materials & Services			
110-4570-0319	Professional Services		3,950
	Material Disposal	\$ 1,000	
	Fire Extinguisher Service	300	
	EPA Toxic Sub. Permit	175	
	Employee DMV Physicals	400	
	Annual HazMat Permit	825	
	Alarm Monitoring	250	
	Other	<u>1,000</u>	
		3,950	
110-4570-0320	Dues & Memberships		250
110-4570-0351	Equipment Repair & Maintenance		2,000
110-4570-0356	Rentals - Equipment & Vehicles		200
110-4570-0366	Training/Travel Reimbursement		200
110-4570-0373	Licenses & Permits		1,050
	AQMD Generator Permits	900	
	DTSC Annual Permit	<u>150</u>	
		1,050	
110-4570-0375	General Supplies		5,000
110-4570-0376	Medical/Safety Supplies		650
110-4570-0377	Boot Expense		1,800
110-4570-0381	Small Tools & Equipment		1,000
110-4570-0384	Books & Subscriptions		<u>600</u>
	Total Material & Services		16,700
Allocation Transfers			
110-4570-0322	Fleet Services		<u>11,975</u>
	Total Allocation Transfers		11,975
Total - Public Works Corporation Yard Division			<u><u>\$ 740,740</u></u>

**PUBLIC WORKS DEPARTMENT
(Non-Enterprise)**

OTHER PROGRAM: STORM DRAINS

BUDGET SUMMARY

Expenditure	FY 2007-08	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	% Incr/ (Decr)
	Actual	Actual	Budget	Projected	Adopted	
Materials & Services	\$ -	\$ 2,506	\$ 15,000	\$ 9,100	\$ 12,300	35.2%
Capital	-	4,087	15,000	5,000	5,000	0.0%
Subtotal	-	6,593	30,000	14,100	17,300	22.7%
Indirect	-	-	-	-	7,875	100.0%
Total	\$ -	\$ 6,593	\$ 30,000	\$ 14,100	\$ 25,175	78.5%

BUDGET DETAIL

Fund #110	Account	Category	FY2010/11
Department: 4522	Detail	Detail	Adopted Budget
Materials & Services			
	110-4522-0310	Engineering	\$ 3,000
	110-4522-0319	Professional Services	500
	110-4522-0322	Fleet Services	7,875
	110-4522-0373	Licenses & Permits	3,800
		NPDES Stormwater Permit	
	110-4522-0375	General Supplies	5,000
	Total Material & Services		\$ 20,175
Capital Expenditures			
	110-4522-0751	Infrastructure	5,000
		NPDES Phase II Program	
	Total Capital Expenditures		5,000
Total - Public Works Storm Drain Division			\$ 25,175

**PUBLIC WORKS DEPARTMENT
(Non-Enterprise)**

DIVISION: MOTOR POOL

NOTE: The Motor Pool division is presented here for historical purposes only. For Fiscal Year 2010-2011, these services and costs are included in the Fleet Services Internal Service Fund.

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Materials & Services	\$ -	\$ 2,842	\$ 2,400	\$ 2,250	\$ -	-100.0%
Capital	-	-	7,300	5,850	-	100.0%
Total	\$ -	\$ 2,842	\$ 9,700	\$ 8,100	\$ -	-100.0%

PUBLIC WORKS DEPARTMENT (Water Enterprise)

SERVICE DESCRIPTION

Provide water conservation and ground water recharge through channel maintenance, capital improvements, review of new development, public education and data collection and analysis. Service under this division includes raw water collection, transmission, treatment and distribution of treated water for domestic and commercial use for the community of Fort Bragg. Meet and report water treatment levels to the regulatory agencies as required by permit.

DEPARTMENTAL SUMMARY

During FY 2009-10 the Water Enterprise accomplished the following key activities:

1. Coordinated the replacement of the Water Treatment Plant PLC including: Confirming wiring diagrams, conduit work, confirming PLC panel design and components.
2. Installed new CO2 gas feed system for pH control.
3. Initiated an equipment maintenance program.
4. Modified the SCADA system to produce a Madsen Hole Operations data file report for the Water Projects Manager.
5. Inspected Filter Treatment Unit #1 Clarifier and Filter media. Replaced 68 cu. ft. of filter media.
6. Assisted Nute Engineering with the final Sodium Hypochlorite system design.
7. Initiated and reviewed the 50% design and field investigation reports on the East Fort Bragg Pressure Zone.
8. Complied with all State reporting and sampling requirements and completed implementation of Backflow Program as required by Department of Health Services.
9. Completed repairs and modifications to all pressure tanks in accordance with OSHA regulations and inspections.

PUBLIC WORKS DEPARTMENT (Water Enterprise)

FISCAL YEAR 2010-2011 PRIORITIES

The Water Enterprise Division has identified the following key priorities for FY 2010-11:

1. Complete environmental, timberland conversion program, plans, specifications and cost estimate process for new raw water storage reservoir at the Newman Reservoir property site.
2. Contract engineering services to complete design, plans and specifications for recommended phases for improvement of the East Fort Bragg Pressure Zone and coordinate with School District for construction of portion of the project.
3. Continue to expand monitoring, reporting and testing procedures to meet California Department of Public Health requirements.
4. Develop solutions to address taste and odor concerns at the water treatment facility associated with algae.
5. Develop project/design to replace the raw water transmission line between Highway 20 and Newman Reservoir.
6. Wire Willow Street Pump Station to accept new towable emergency generator.

PUBLIC WORKS DEPARTMENT (Water Enterprise)

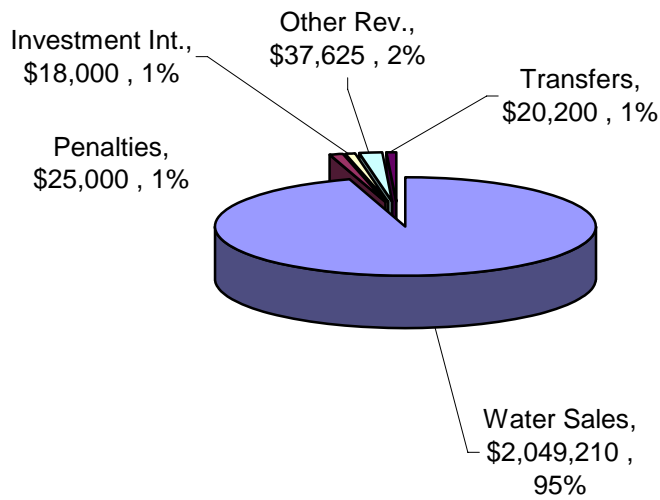
BUDGET SUMMARY

	<u>FY 2007-08 Actual</u>	<u>FY 2008-09 Actual</u>	<u>FY 2009-10 Budget</u>	<u>FY 2009-10 Projected</u>	<u>FY 2010-11 Adopted</u>	<u>% Incr/ (Decr)</u>
Revenue						
Water Sales	\$ 1,708,356	\$ 1,857,501	\$ 2,166,348	\$ 2,022,000	\$ 2,049,210	1.3%
Penalties	24,412	24,644	23,500	24,000	25,000	4.2%
Investment Interest	129,156	71,211	100,000	21,000	18,000	-14.3%
Other Revenue	192,236	159,713	50,610	49,175	37,625	-23.5%
Subtotal	<u>2,054,160</u>	<u>2,113,068</u>	<u>2,340,458</u>	<u>2,116,175</u>	<u>2,129,835</u>	<u>0.6%</u>
Transfers	494,244	32,995	12,800	12,800	20,200	57.8%
Total Revenue	<u>2,548,404</u>	<u>2,146,063</u>	<u>2,353,258</u>	<u>2,128,975</u>	<u>2,150,035</u>	<u>1.0%</u>
Expenditure						
Salaries & Wages	37,330	-	-	-	-	0.0%
Benefits	9,999	-	-	-	-	0.0%
Materials & Services	579,905	330,917	657,230	467,551	436,800	-6.6%
Other Expenditures	2,949	3,919	500	5,000	5,000	0.0%
Capital - Recurring R&M	8,544	-	-	-	-	0.0%
Debt Service	656,962	652,633	603,562	527,753	602,827	14.2%
Subtotal	<u>1,295,690</u>	<u>987,469</u>	<u>1,261,292</u>	<u>1,000,304</u>	<u>1,044,627</u>	<u>4.4%</u>
Indirect	-	1,153,841	1,214,972	1,214,972	1,180,198	-2.9%
Transfers	70,153	-	3,110	23,805	-	0.0%
Total Operating Exp.	<u>1,365,842</u>	<u>2,141,310</u>	<u>2,479,374</u>	<u>2,239,081</u>	<u>2,224,825</u>	<u>-0.6%</u>
Net Op. Surplus (Deficit)	<u>1,182,562</u>	<u>4,753</u>	<u>(126,116)</u>	<u>(110,106)</u>	<u>(74,790)</u>	<u>-32.1%</u>
Non- Recurring Cap. Exp.	<u>64,577</u>	<u>63,842</u>	<u>652,145</u>	<u>562,640</u>	<u>155,006</u>	<u>-72.5%</u>
Net Surplus (Deficit)	<u>\$ 1,117,985</u>	<u>\$ (59,089)</u>	<u>\$ (778,261)</u>	<u>\$ (672,746)</u>	<u>\$ (229,796)</u>	<u>-65.8%</u>

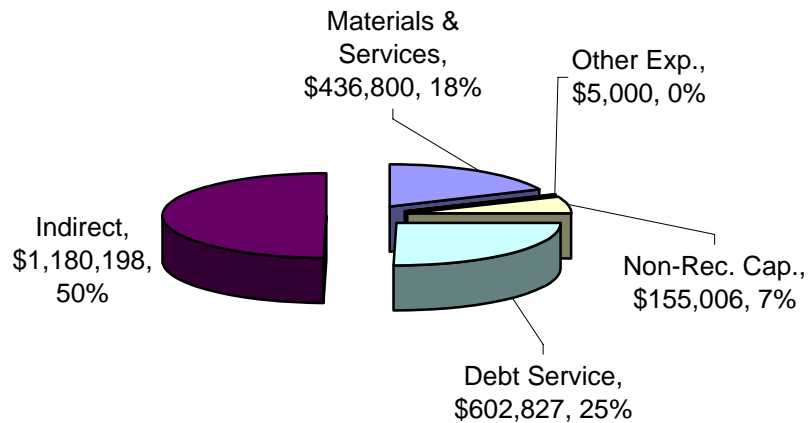
PUBLIC WORKS DEPARTMENT (Water Enterprise)

BUDGET SUMMARY - Continued

WATER O & M FY 2010-11 Revenue by Category



WATER O & M FY 2010-11 Expenditures by Category



**PUBLIC WORKS DEPARTMENT
(Water Enterprise)**

DIVISION: WATER ENTERPRISE - ADMINISTRATION

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Salaries & Wages	\$ 37,330	\$ -	\$ -	\$ -	\$ -	0.0%
Benefits	9,999	-	-	-	-	0.0%
Materials & Services	323,816	108,112	206,003	177,329	128,465	-27.6%
Other Expenditures	2,949	3,919	500	5,000	5,000	0.0%
Capital	-	-	-	-	-	0.0%
Subtotal	374,094	112,031	206,503	182,329	133,465	-26.8%
Indirect	-	1,135,006	1,203,847	1,203,847	1,101,998	-8.5%
Transfers	70,153	-	3,110	23,805	-	0.0%
Total	\$ 444,247	\$ 1,247,037	\$ 1,413,460	\$ 1,409,981	\$ 1,235,463	-12.4%

PUBLIC WORKS DEPARTMENT (Water Enterprise)

DIVISION: WATER ENTERPRISE - ADMINISTRATION

BUDGET DETAIL

Fund #610 Department: 4610	Account Detail	Category Detail	FY2010/11 Adopted Budget
Materials & Services			
610-4610-0310	Engineering	\$ 3,000	
610-4610-0311	Legal	25,000	
610-4610-0312	Auditing & Accounting	8,300	
610-4610-0319	Professional Services	11,700	
	Hayshed Gauging Station Annual Maintenance	\$ 4,700	
	Water Source Development Agency	5,300	
	HazMat Permit	1,200	
	1/2 48 Hr. Notice Phone Service	500	
		11,700	
610-4610-0351	Equipment Repair & Maintenance		450
	1/2 Yearly Maint. Contract - Folding Machine		
610-4610-0355	Equipment Leases		1,350
	1/2 Yearly Lease - Folding Machine		
610-4610-0362	Telephone & Communication		3,200
610-4610-0365	Copying/Printing		3,600
610-4610-0372	Postage		8,300
610-4610-0373	Licenses & Permits		13,000
	DHS, Environmental Health;		
	Dept of Public Health; Misc Permits & Fees		
610-4610-0375	General Supplies		2,500
	Total Material & Services		\$ 80,400
Other Expenditures			
610-4610-0358	Liability Premium	24,270	
610-4610-0359	Liability Deductible	525	
610-4610-0360	Property Premium	23,270	
610-4610-0606	Bad Debts Sent to Collection	5,000	
	Total Other Expenditures		53,065
Allocation Transfers			
610-4610-0396	Allocation to IT Internal Service Fund	39,605	
610-4610-0399	Admin Costs Allocation	311,316	
610-4610-0801	Salary/Benefits Allocation	751,077	
	Total Allocation Transfers		1,101,998
Total - Water Enterprise Administration Division			\$1,235,463

PUBLIC WORKS DEPARTMENT (Water Enterprise)

DIVISION: WATER ENTERPRISE - MAINTENANCE

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Materials & Services	\$ 71,372	\$ 28,406	\$ 80,138	\$ 34,250	\$ 75,550	120.6%
Capital	8,544		35,000	-	-	0.0%
Debt Service	1,580	127,980	126,565	126,565	126,565	0.0%
Subtotal	81,496	156,386	241,703	160,815	202,115	25.7%
Indirect	-	18,835	11,125	11,125	7,275	-34.6%
Total	\$ 81,496	\$ 175,221	\$ 252,828	\$ 171,940	\$ 209,390	21.8%

BUDGET DETAIL

Fund #610 Department: 4611	Account Detail	Category Detail	FY2010/11 Adopted Budget
Materials & Services			
610-4611-0319	Professional Services	\$ 43,800	
	Waterfall Gulch Silt Removal	\$ 40,000	
	Backflow Services	3,000	
	Tree Removal Services	800	
		<u>43,800</u>	
610-4611-0366	Training/Travel Reimbursement	1,000	
610-4611-0375	General Supplies	30,000	
610-4611-0381	Small Tools & Equipment	750	
	Total Material & Services		\$ 75,550
Debt Service			
610-4611-0915	Capital Lease - Principal	92,449	
610-4611-0916	Capital Lease - Interest	34,116	
	Total Debt Service		126,565
Allocation Transfers			
610-4611-0397	Allocation to Facilities Maintenance Fund	7,275	
	Total Allocation Transfers		7,275
Total - Water Enterprise Maintenance Division			\$ 209,390

PUBLIC WORKS DEPARTMENT (Water Enterprise)

DIVISION: WATER ENTERPRISE - TREATMENT

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Materials & Services	\$ 184,717	\$ 194,399	\$ 371,089	\$ 255,972	\$ 232,785	-9.1%
Capital	-	-	-	-	-	0.0%
Debt Service	655,382	524,653	476,997	401,188	476,262	18.7%
Subtotal	840,099	719,052	848,086	657,160	709,047	7.9%
Indirect	-	-	-	-	70,925	100.0%
Total	\$ 840,099	\$ 719,052	\$ 848,086	\$ 657,160	\$ 779,972	18.7%

DIVISION: WATER ENTERPRISE - TREATMENT

BUDGET DETAIL

Fund #610		Account Detail	Category Detail	FY2010/11 Adopted Budget
Department: 4612				
Materials & Services				
610-4612-0313	Laboratory		\$ 6,250	
	Monitoring; Title 22, Lead & Copper Sampling			
610-4612-0319	Professional Services		14,300	
	Tank Coating Inspection	\$ 5,000		
	Filter Surveillance and Report	5,000		
	Tank Cathodic Protection Calibration	2,000		
	Furnace Maintenance Inspection	1,500		
	Backflow Device Testing & Maintenance	500		
	Fire Extinguishers Maintenance	300		
		14,300		
610-4612-0320	Dues & Memberships		1,100	
	Operator/Lab Tech Certification	700		
	Wine Country Water Association	200		
	American Water Works Association	200		
		1,100		
610-4612-0342	Laboratory Supplies		2,785	
	Colilert, IDEXX Trays, Sample Bottles	1,685		
	2100 N Turbidimeter	1,100		
		2,785		

PUBLIC WORKS DEPARTMENT (Water Enterprise)

DIVISION: WATER ENTERPRISE - TREATMENT

BUDGET DETAIL - Continued

Fund #610 Department: 4612	Account Detail	Category Detail	FY2010/11 Adopted Budget
610-4612-0343	Chemicals		45,000
610-4612-0351	Equipment Repair & Maintenance		25,500
	Pumps & Controls	10,000	
	Misc Hardware	7,000	
	Electric Hardware	3,000	
	2" Electronic Flow Meter	4,000	
	8" Butterfly Valve & Actuator	1,500	
		25,500	
610-4612-0353	Building Repair & Maintenance		5,350
	Repair Leaks-Treatment Building	4,000	
	Miscellaneous	1,350	
		5,350	
610-4612-0354	Laundry/Cleaning/Janitorial		2,800
610-4612-0366	Training/Travel Reimbursement		8,300
	Safety Training	5,000	
	Technical Training	2,000	
	Continuing Education	1,000	
	Course Books & Enrollment	300	
		8,300	
610-4612-0375	General Supplies		2,500
610-4612-0376	Medical/Safety Supplies		5,700
	Tank Safety Ladder Gear	5,200	
	Respirator/SCBA Maintenance	500	
		5,700	
610-4612-0381	Small Tools & Equipment		3,000
610-4612-0383	Utilities		110,000
610-4612-0384	Books & Subscriptions		200
	Total Material & Services		\$ 232,785
Allocation Transfers			
610-4612-0322	Fleet Services	70,925	
	Total Allocation Transfers		70,925
Debt Service			
610-4612-0911	Principal	307,077	
610-4612-0912	Interest	165,485	
610-4612-0913	Fees	3,700	
	Total Debt Service		476,262
	Total - Water Enterprise Treatment Division		\$ 779,972

PUBLIC WORKS DEPARTMENT (Water Enterprise)

DIVISION: WATER ENTERPRISE - NON-RECURRING CAPITAL EXPENDITURES

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Capital	\$ 64,577	\$ 63,842	\$ 617,145	\$ 562,640	\$ 155,006	-72.5%
Total	\$ 64,577	\$ 63,842	\$ 617,145	\$ 562,640	\$ 155,006	-72.5%

BUDGET DETAIL

Fund #610 Department: 4613	Account Detail	Category Detail	FY2010/11 Adopted Budget
Expenditures			
610-4612-0741	Machinery & Equipment		\$ 21,500
	Service Truck Hoist	\$ 10,000	
	Portable Pump	6,500	
	Back Up Plant Compressor	5,000	
		<u>21,500</u>	
	Total Capital Expenditures		\$ 21,500
610-4613-0720	Building		
	Ventilation Treatment Building	5,000	
	Plant Pump House Roof	25,000	
		<u>30,000</u>	
	Total Capital Expenditures		30,000
610-4614-0731	Newman Gulch		103,506
	Total Capital Expenditures		103,506
Total - Water Enterprise Non-Recurring Expenditures			\$ 155,006

PUBLIC WORKS DEPARTMENT (Wastewater Enterprise)

SERVICE DESCRIPTION

To coordinate the operations, monitoring, maintenance and related activities of the wastewater treatment plant and sanitary pumping stations. To provide primary and secondary treatment of sanitary wastewater as well as treatment and conditioning of the solids removed in the treatment at the plant facility resulting in a high quality effluent that can be discharged into the ocean.

DEPARTMENTAL SUMMARY

During FY 2009-10 the Wastewater Enterprise accomplished the following key activities:

1. Continued to develop funding and design to replace primary recirculation pump #1 and secondary recirculation pump #3.
2. Replaced/rebuilt six various pumps and replaced three drive-lines at the plant and lift stations.
3. Installed the fourth of six lift station pump level controllers using modern ultrasound level sensors to replace 40 year old technology that utilized mercury switches, compressor and diaphragms.
4. Installed the last four of six lift station auto dialers that will allow staff to respond to alarms more efficiently, minimize multiple responders and eliminate 24 hour phone service contract.
5. Constructed an addition to the Fort Bragg Municipal Lab for lab equipment.
6. Coordinated hauling 255 tons of biosolids and required sampling analysis.
7. Replaced utility water hose bibs. The original installation was constructed with galvanized pipe and is systematically failing due to corrosion. Stainless steel pipe is used to replace the hose bibs.
8. Replaced the second of two industrial compressors including rewiring and controls.
9. Completed an emergency repair to the thickener rake drive structure.
10. Completed 2009 DMR-QA and RWQCB reporting and a Toxicity Reduction Evaluation Plan (TRE) per the new permit requirement.
11. Completed NPDES required sampling and Chronic Toxicity monitoring.
12. Replaced two backflow devices and tested all nine facility devices as outlined in the cross-connection ordinance.

PUBLIC WORKS DEPARTMENT (Wastewater Enterprise)

DEPARTMENTAL SUMMARY - Continued

13. Performed sampling protocols for each treatment process for efficiency evaluation and recorded results on a worksheet.
14. Assisted Nute Engineering with Sodium Hypochlorite & Sodium Thiosulfate design.
15. Painted sludge pipes and valves, press building doors, stair ways, color ID tools and stripped the failing insulation on the roof of the primary digester.
16. Slip lined over 1,000 lineal feet of sewer main to address deteriorating main line issues and to stop potential street damage due to sink holes.

FISCAL YEAR 2010-2011 PRIORITIES

The Wastewater Enterprise Division has identified the following key priorities for FY 2010-11:

1. Continue training personnel and provide additional equipment to ensure safety of all treatment operations.
2. Continue to develop overall program for wastewater facility upgrades as outlined within the Wastewater Treatment Facility Study and pursue additional funding as directed by the District Board.
3. Identify Inflow and Infiltration projects that require immediate attention and complete slip lining projects as funding allows for repair of deficiencies at specific locations.
4. Rehabilitate the disinfection and dechlorination systems in-lieu of proceeding with converting to liquid chemicals from gaseous.
5. Meet mandatory monitoring and testing requirements of the NPDES permit as required by the Regional Board. Monitor efficiencies of facility process units through the collection and analysis of process samples and sludge samples.
6. Prepare engineering to replace failing treatment processes shovel ready operations to improve functionality of the treatment facility while reducing the amount of chemicals introduced into the treatment process.
7. Continue to rehabilitate hardware and equipment to lift stations and treatment facilities as budget and staffing restraints will allow.
8. Install two new emergency stand-by generators at Noyo Heights and Native American Lift Stations.

PUBLIC WORKS DEPARTMENT (Wastewater Enterprise)

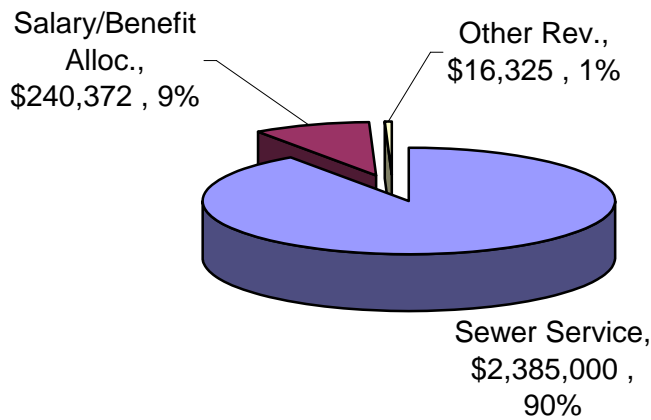
BUDGET SUMMARY

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Revenue						
Sewer Service	\$ 1,472,972	\$ 1,913,377	\$ 2,292,931	\$ 2,169,100	\$ 2,385,000	10.0%
Salary/Benefit Alloc.	-	-	289,266	289,266	240,372	-16.9%
Other Revenue	122,952	308,795	20,482	34,075	16,325	-52.1%
Subtotal	<u>1,595,924</u>	<u>2,222,172</u>	<u>2,602,679</u>	<u>2,492,441</u>	<u>2,641,697</u>	<u>6.0%</u>
Transfers	595,248	-	38,795	-	-	0.0%
Total Revenue	<u>2,191,172</u>	<u>2,222,172</u>	<u>2,641,474</u>	<u>2,492,441</u>	<u>2,641,697</u>	<u>6.0%</u>
Expenditure						
Salaries & Wages	423,116	480,487	464,142	470,476	396,815	-15.7%
Benefits	237,809	253,496	260,273	271,300	204,755	-24.5%
Materials & Services	637,903	478,115	528,740	494,253	428,520	-13.3%
Other Expenditures	490	1,346	500	1,000	1,500	0.0%
Capital - Recurring R&M	52,936	5,420	35,000	193,403	50,000	-74.1%
Debt Service	137,984	85,348	90,318	83,238	133,017	59.8%
Subtotal	<u>1,490,238</u>	<u>1,304,211</u>	<u>1,378,973</u>	<u>1,513,670</u>	<u>1,214,607</u>	<u>-19.8%</u>
Indirect	-	774,025	843,582	843,582	862,767	2.3%
Transfers	172,504	7,600	10,710	7,600	7,600	0.0%
Total Operating Exp.	<u>1,662,741</u>	<u>2,085,836</u>	<u>2,233,265</u>	<u>2,364,852</u>	<u>2,084,974</u>	<u>-11.8%</u>
Net Operating	528,430	136,336	408,209	127,589	556,723	336.3%
Non- Recurring Cap. Exp.	42,659	-	328,214	156,000	108,500	-30.4%
Net Exp. Over Rev.	<u>\$ 485,771</u>	<u>\$ 136,336</u>	<u>\$ 79,995</u>	<u>\$ (28,411)</u>	<u>\$ 448,223</u>	<u>1477.6%</u>

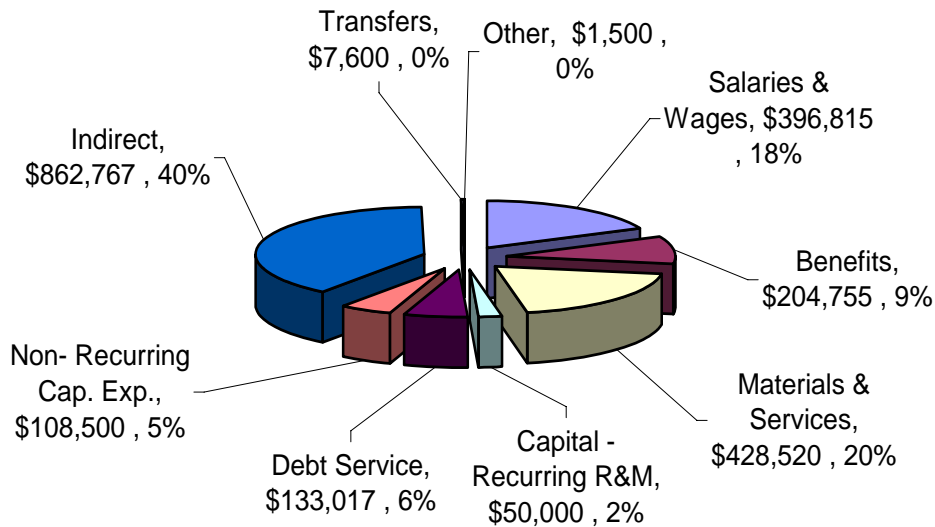
PUBLIC WORKS DEPARTMENT (Wastewater Enterprise)

BUDGET SUMMARY - Continued

**WASTEWATER O & M
FY Revenue by Category**



**WASTEWATER O & M
FY 2010-11 Expenditures by Category**



**PUBLIC WORKS DEPARTMENT
(Wastewater Enterprise)**

DIVISION: WASTEWATER ENTERPRISE - ADMINISTRATION

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Materials & Services	\$ 238,584	\$ 80,564	\$ 86,208	\$ 77,014	\$ 85,270	10.7%
Other Expenditures	490	1,346	500	1,000	1,500	0.0%
Capital	5,867	-	-	-	-	0.0%
Debt Service	3,743	-	-	-	-	0.0%
Sub-Total	248,684	81,910	86,708	78,014	86,770	11.2%
Indirect	-	746,330	832,457	832,457	781,942	-6.1%
Transfers	116,973	7,600	10,710	7,600	7,600	0.0%
Total	\$ 365,657	\$ 835,840	\$ 929,875	\$ 918,071	\$ 876,312	-4.5%

**PUBLIC WORKS DEPARTMENT
(Wastewater Enterprise)**

DIVISION: WASTEWATER ENTERPRISE - ADMINISTRATION

BUDGET DETAIL

Fund #710	Account	Category	FY2010/11
Department: 4710	Detail	Detail	Adopted
			Budget
Materials & Services			
710-4710-0310	Engineering	\$ 8,000	
710-4710-0311	Legal	5,000	
710-4710-0312	Auditing & Accounting	9,785	
710-4710-0319	Professional Services	500	
	1/2 48 Hr. Notice Phone Service		
710-4710-0351	Equipment Repair & Maintenance	450	
	1/2 Yearly Maintenance. Contract - Folding Machine		
710-4710-0355	Equipment Leases	1,350	
	1/2 Yearly Lease - Folding Machine		
710-4710-0362	Telephone & Communication	2,000	
710-4710-0365	Copying/Printing	450	
710-4710-0372	Postage	8,300	
710-4710-0375	General Supplies	2,800	
	Total Material & Services		\$ 38,635
Other Expenditures			
710-4610-0606	Bad Debts Sent to Collection	1,500	
710-4710-0358	Liability Premium	21,090	
710-4710-0359	Liability Deductible	3,150	
710-4710-0360	Property Premium	20,820	
710-4710-0361	Property Deductible	1,575	
	Total Other Expenditures		48,135
Allocation Transfers			
710-4710-0396	Allocation from Facilities Maintenance Fund	39,605	
710-4710-0399	Admin Costs Allocation	337,394	
710-4710-0801	Salary/Benefits Allocation	404,943	
	Total Allocation Transfers		781,942
Operating Transfers			
710-4710-0799	To 610 for WW Portion of 2007 Equipment Lease	7,600	
	Total Operating Transfers		7,600
Total - Wastewater Enterprise Administration Division			\$ 876,312

**PUBLIC WORKS DEPARTMENT
(Wastewater Enterprise)**

DIVISION: WASTEWATER ENTERPRISE - MAINTENANCE

BUDGET SUMMARY

	FY 2007-08	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	% Incr/ (Decr)
Expenditure	Actual	Actual	Budget	Projected	Adopted	
Materials & Services	\$ 38,245	\$ 13,351	\$ 10,750	\$ 6,700	\$ 6,700	0.0%
Capital	47,069	-	35,000	34,503	-	-100.0%
Debt Service	16,963	20,668	23,023	23,023	24,205	5.1%
Sub-Total	102,278	34,019	68,773	64,226	30,905	-51.9%
Indirect	-	27,695	11,125	11,125	7,275	-34.6%
Total	\$ 102,278	\$ 61,714	\$ 79,898	\$ 75,351	\$ 38,180	-49.3%

BUDGET DETAIL

Fund #710	Account	Category	FY2010/11
Department: 4711	Detail	Detail	Adopted Budget
Materials & Services			
710-4711-0319	Professional Services	\$ 1,000	
710-4711-0366	Training/Travel Reimbursement	200	
710-4711-0375	General Supplies	5,000	
710-4711-0381	Small Tools & Equipment	500	
	Total Material & Services		\$ 6,700
Allocation Transfers			
710-4711-0397	Allocation from IT Internal Service Fund	7,275	
	Total Allocation Transfers		7,275
Debt Service			
710-4711-0915	Capital Lease - Principal	21,860	
710-4711-0916	Capital Lease - Interest	2,345	
	Total Debt Service		24,205
Total - Wastewater Enterprise Maintenance Division			\$ 38,180

PUBLIC WORKS DEPARTMENT (Wastewater Enterprise)

DIVISION: WASTEWATER ENTERPRISE - TREATMENT

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Salaries & Wages	\$ 423,116	\$ 480,487	\$ 464,142	\$ 470,476	\$ 396,815	-15.7%
Benefits	237,809	253,496	260,273	271,300	204,755	-24.5%
Materials & Services	361,074	384,200	431,782	410,539	336,550	-18.0%
Capital	-	5,420	328,214	158,900	50,000	-68.5%
Debt Service	66,433	64,680	67,295	60,215	108,812	80.7%
Sub-Total	1,088,433	1,188,283	1,551,706	1,371,430	1,096,932	-20.0%
Indirect	-	-	-	-	73,550	100.0%
Total	\$ 1,088,433	\$ 1,188,283	\$ 1,551,706	\$ 1,371,430	\$ 1,170,482	-14.7%

BUDGET DETAIL

Fund #710 Department: 4712	Account Detail	Category Detail	FY2010/11 Adopted Budget
Personnel Costs			
	Salaries & Wages		\$ 396,815
	Employee Benefits		204,755
	Medical & Dental Insurance Premiums; Pers; Employment Taxes		
	Total Personnel Costs		\$ 601,570
Materials & Services			
710-4712-0313	Laboratory		5,150
710-4712-0319	Professional Services		43,500
	Sludge Disposal & Sampling	\$ 30,000	
	Chronic Toxicity Testing	6,400	
	Annual Hoist Inspection	1,400	
	DMRQA	1,000	
	Alarm Monitoring	800	
	Backflow Device Testing	500	
	Fire Extinguisher Maintenance	400	
	Miscellaneous	3,000	
		43,500	
710-4712-0320	Dues & Memberships		1,800
	Operator Certification/Renewal	1,000	
	Calif. Rural Water Association	800	
		1,800	

PUBLIC WORKS DEPARTMENT (Wastewater Enterprise)

DIVISION: WASTEWATER ENTERPRISE - TREATMENT

BUDGET DETAIL - Continued

Fund #710 Department: 4712	Account Detail	Category Detail	FY2010/11 Adopted Budget
Materials & Services, Continued			
710-4712-0342	Laboratory Supplies		7,150
	Chemicals	1,800	
	Chlorine Analyzer	1,200	
	Micro-organisms & DI Water Cartridges	1,650	
	Pipets, Gloves, Filters, Etc.	700	
	Balance Service	350	
	Chlorine Test Kits	450	
	Microscope Camera	1,000	
		7,150	
710-4712-0343	Chemicals		35,000
710-4712-0351	Equipment Repair & Maintenance		82,600
	Lift Station Replacement Fittings	10,000	
	Electrical Motor & Controls	10,000	
	Pumps	10,000	
	Pump Repair Parts	10,000	
	Electrical Hardware	6,000	
	Grating	3,000	
	Replacement Press Belt	1,400	
	Boiler Annual Maintenance	1,500	
	Chemical Pump Rebuild Kits	1,000	
	PVC Hardware	500	
	Stainless Steel Hardware	1,000	
	Chlorine Leak Detector Sensors	3,200	
	Miscellaneous	25,000	
		82,600	
710-4712-0353	Building Repair & Maintenance		5,350
	Staircase Maintenance	3,000	
	Concrete Staircases	2,000	
	Miscellaneous	350	
		5,350	
710-4712-0354	Laundry/Cleaning/Janitorial		3,000
710-4712-0366	Training/Travel Reimbursement		7,000
	Safety/Training/CPR/First Aid	5,000	
	Miscellaneous	2,000	
		7,000	
710-4712-0373	Licenses & Permits		11,400
	Annual Fee	7,000	
	Lab Certification	3,000	
	Co. Haz Materials	1,400	
		11,400	

**PUBLIC WORKS DEPARTMENT
(Wastewater Enterprise)**

DIVISION: WASTEWATER ENTERPRISE - TREATMENT

BUDGET DETAIL - Continued

Fund #710	Account	Category	FY2010/11
Department: 4712	Detail	Detail	Adopted Budget
Materials & Services, Continued			
710-4712-0375	General Supplies	4,500	
710-4712-0376	Medical/Safety Supplies	3,700	
	Gas Detector, SCBA, Respirator Maintenance	2,400	
	First Aid	1,000	
	Miscellaneous	300	
		3,700	
710-4712-0377	Boot Expense	1,600	
710-4712-0381	Small Tools & Equipment	4,600	
710-4712-0383	Utilities	120,000	
710-4712-0384	Books & Subscriptions	200	
	Total Material & Services	336,550	336,550
Capital Expenditures			
710-4712-0741	Machinery & Equipment	50,000	
	2 Pump Replacements		
	Total Capital Expenditures	50,000	50,000
Allocation Transfers			
710-4712-0322	Fleet Services	73,550	
	Total Allocation Transfers	73,550	73,550
Debt Service			
710-4712-0911	Principal	83,099	
710-4712-0912	Interest	23,513	
710-4712-0913	Fees	2,200	
	Total Debt Service	108,812	108,812
Total - Wastewater Enterprise Treatment Division			\$1,170,482

**PUBLIC WORKS DEPARTMENT
(Wastewater Enterprise)**

**DIVISION: WASTEWATER ENTERPRISE – NON RECURRING
CAPITAL EXPENDITURES**

BUDGET SUMMARY

Expenditure	FY 2007-08	FY 2008-09	FY 2009-10	FY 2009-10	FY 2010-11	% Incr/ (Decr)
	Actual	Actual	Budget	Projected	Adopted	
Capital	\$ 42,659	\$ -	\$ -	\$ 156,000	\$ 108,500	-30.4%
Total	\$ 42,659	\$ -	\$ -	\$ 156,000	\$ 108,500	-30.4%

BUDGET DETAIL

Fund #710			Account	Category	FY2010/11
Department: 4713			Detail	Detail	Adopted Budget
Capital Expenditures					\$ 108,500
710-4713-0741	PGE Panels Replacement		\$ 60,000		
	Content Basin Cat Walk		25,000		
	Fencing for Lift Stations		10,000		
	Portable Aluminum Gantry and Hoist		8,000		
	Gas Powered Steam Cleaner		5,500		
			<u>108,500</u>		
Total Capital Expenditures					\$ 108,500
Total - Wastewater Enterprise Non-Recurring Expenditures					\$ 108,500



INTERNAL SERVICE FUNDS

SERVICE DESCRIPTION – FACILITIES REPAIR AND MAINTENANCE

Account for all costs associated with the maintenance of public building, including preventative maintenance and on-going repairs and custodial services. These services are performed primarily by the City’s Public Works staff.

FACILITIES REPAIR & MAINTENANCE

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Materials & Services	\$ -	\$ 46,855	\$ 199,971	\$ 102,250	\$ 39,100	-61.8%
Subtotal	-	46,855	199,971	102,250	39,100	-61.8%
Transfers				22,000	-	-100.0%
Total	<u>\$ -</u>	<u>\$ 46,855</u>	<u>\$ 199,971</u>	<u>\$ 124,250</u>	<u>\$ 39,100</u>	<u>-68.5%</u>

BUDGET DETAIL

Fund #520			Account	Category	FY2010/11
Department: 4393			Detail	Detail	Adopted Budget
Materials & Services					
520-4393-0353	Facilities Maintenance & Repair				\$ 39,100
	1011-1	Stairs at Police Department	\$	5,000	
	1011-2	Paint Exterior - Police Department		5,000	
	1011-3	Town Hall Lighting		3,000	
	1011-4	Town Hall Restroom Floor		15,000	
	1011-5	Furnace - City Hall Second Floor		5,000	
	1011-6	Corp Yard Fire Alarm Repair		1,100	
	1011-99	Miscellaneous		5,000	
				<u>39,100</u>	
	Total Materials & Services				\$ 39,100
	Total Facilities Maintenance & Repair				<u>\$ 39,100</u>

INTERNAL SERVICE FUNDS

FACILITIES REPAIR & MAINTENANCE

FUND DETAIL

Facilities Repair & Maintenance Internal Service Fund Detail					
	FY08/09 Adopted	FY08/09 Exp	FY09/10 Adopted	FY09/10 Exp	FY10/11 Adopted
Police Dept					
Carpet, Stairs, etc	\$ 25,000	\$ 7,979	\$ 17,021	\$ 2,276	\$ 5,000
Paint Exterior of Building			20,000	10,645	5,000
UPS Replacement				26,936	-
Evidence & Interview Room			25,000	-	-
EOC Modernization			8,000	7,058	-
Sub-Total - Police Dept	25,000	7,979	70,021	46,915	10,000
Public Works					
Town Hall Improvements					
Paint Exterior of Building			22,000	22,588	-
Floors - Bathrooms & Main Hall	40,000	230	39,770		15,000
Paint Interior			10,000		
Replace Lights Above Dais			10,000		3,000
Sub-Total - Town Hall	40,000	230	81,770	22,588	18,000
Miscellaneous Facilities					
Fort Building Roof	15,000		15,000	15,000	-
City Hall Upstairs Remodel				5,101	-
City Hall Propane Project				371	-
Corp Yard Asphalt Concrete			28,180	34,000	-
City Hall Second Floor Furnace					5,000
Fire Alarm Repair - Corp Yard					1,100
Misc Building Maint - Non-Ent.	5,500	4,000	5,000	275	5,000
Sub-Total - Misc Facilities	20,500	4,000	48,180	54,747	11,100
FY08/09 Repairs Completed	63,000	34,646			
Total Facilities Maint & Repair	\$ 148,500	\$ 46,855	\$ 199,971	\$ 124,250	\$ 39,100

INTERNAL SERVICE FUNDS

TECHNOLOGY MAINTENANCE & REPLACEMENT

SERVICE DESCRIPTION – TECHNOLOGY MAINTENANCE AND REPAIR
 Account for all costs associated with the internal computing resources for each department. These costs include hardware, software and services contracts associated with all City computer and technology.

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Materials & Services	\$ -	\$ 47,370	\$ 59,600	\$ 124,855	\$ 97,300	-22.1%
Capital	-	60,928	50,751	-	35,200	100.0%
Total	\$ -	\$ 108,298	\$ 110,351	\$ 124,855	\$ 132,500	6.1%

INTERNAL SERVICE FUNDS

TECHNOLOGY MAINTENANCE & REPLACEMENT

BUDGET DETAIL

Fund #521 Department: 4394	Account Detail	Category Detail	FY2010/11 Adopted Budget
Materials & Services			
521-4394-0351	Equipment Repair & Maintenance	\$ 67,300	
	IT Maintenance	\$ 41,700	
	Munimatrix Systems	3,375	
	ACAD, GIS, Parcel Quest	5,596	
	Anti Virus Software	1,200	
	CD Data	1,150	
	Springbrook Annual Maintenance	13,200	
	Downhome Annual License Fee	425	
	Misc	654	
		67,300	
521-4394-0381	Small Tools & Equipment		30,000
	Total Materials & Services		\$ 97,300
Capital Expenditures			
521-4394-0741	Machinery & Equipment		35,200
	Springbrook Version 7	20,000	
	2 - Cisco Switches	15,200	
		35,200	
	Total Capital Expenditures		35,200
Total Technology Maintenance & Replacement			\$ 132,500

INTERNAL SERVICE FUNDS

TECHNOLOGY MAINTENANCE & REPLACEMENT

FUND DETAIL

Information Technology Maintenance & Repair Internal Service Fund Detail					
	FY08/09 Adopted	FY08/09 Exp.	FY 09/10 Adopted	FY 09/10 Exp.	FY 10/11 Adopted
Equipment Repair & Maintenance					
IT Maintenance Contract	\$ 41,605	\$ 41,604	\$ 41,700	\$ 41,700	\$ 41,700
Springbrook Maintenance Contract	12,800	12,755	12,800	13,140	13,200
ACAD and CD Upgrades/Yearly Maintenance			3,150	3,546	6,746
Anti-virus Software Maintenance			1,200	1,200	1,200
Munimetrix Maintenance					3,375
Miscellaneous Software Maintenance					1,079
Sub-Total - Equipment Repair & Maintenance	54,405	54,359	58,850	59,586	67,300
Small Tools & Equipment	-	328	750	6,305	-
Machinery & Equipment					
Replacement Computers	15,400	4,577	18,000	13,785	30,000
Hard Drives	250	217	-	-	-
Scanner for Doc Imaging	3,500	-	-	-	-
Replace PD AS400	21,000	24,013	-	-	-
Unexpected computer/printer repairs	4,000	-	-	-	-
GIS Program	37,500	24,804	13,251	9,109	-
Springbrook Version 7 Upgrade	-	-	-	-	20,000
Cisco Switches				7,900	15,200
Servers			10,000	18,700	-
Firewall			2,000	2,000	-
Laptops			7,500	7,500	-
Sub-Total - Machinery & Equipment	81,650	53,611	50,751	58,994	65,200
Total Information Technology Maintenance & Repair	\$ 136,055	\$ 108,298	\$ 110,351	\$ 124,885	\$ 132,500

INTERNAL SERVICE FUNDS

FLEET SERVICES

SERVICE DESCRIPTION – FLEET SERVICES

Account for all costs associated with the inspection, repair and maintenance of the City's vehicle and equipment fleet. These services are performed by the City's Public Works staff.

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Materials & Services	\$ -	\$ -	\$ -	\$ -	\$ 100,300	100.0%
Capital	-	-	-	-	-	0.0%
Indirect	-	-	-	-	111,257	100.0%
Total	\$ -	\$ -	\$ -	\$ -	\$ 211,557	100.0%

INTERNAL SERVICE FUNDS

FLEET SERVICES

BUDGET DETAIL

Fund #522	Account	Category	FY2010/11
Department: 4394	Detail	Detail	Adopted
			Budget
Materials & Services			
522-4394-0319	Professional Services	\$ 500	
522-4394-0351	Maintenance & Repair	200	
522-4394-0352	Equipment Repair & Maintenance	30,350	
522-4394-0375	General Supplies	750	
522-4394-0382	Fuels & Lubricants	68,500	
	Total Materials & Services	\$ 100,300
Allocation Transfers			
522-4394-0399	Admin Costs Allocation	32,604	
522-4394-0801	Salary/Benefits Allocation	78,653	
	Total Allocation Transfers	111,257
	Total Fleet Services	<u>\$ 211,557</u>



REDEVELOPMENT AGENCY

MISSION STATEMENT

Design and implement redevelopment projects and programs that achieve the goals of eliminating blight, stimulating economic development, and increasing and improving affordable housing opportunities, consistent with the Fort Bragg Redevelopment Plan adopted in 1987 and the Five-Year Implementation Plan adopted in 2006.

DEPARTMENTAL SUMMARY

A five-member Board of Directors governs the Fort Bragg Redevelopment Agency. The Board is comprised of the five elected City Councilmembers with the City Manager serving as the Agency's Executive Director and the City Clerk serving as the Secretary to the Agency. The Agency is staffed by personnel from various departments in the City with a considerable amount of work effort provided by the Community Development Department and the Finance Department. The Agency collects tax increment revenues which are derived from the annual increase in the total assessed valuation of property within the Fort Bragg Redevelopment Project Area. The tax increment revenues are reinvested in projects and activities that are intended to increase property values and economic activity within the Project Area and eliminate blighted conditions. The goals and objectives of the Agency include the following:

- Prevent and eliminate blight and remedy conditions which cause blight in the Fort Bragg Redevelopment Project Area.
- Promote the economic health of the City.
- Renovate and/or redevelop the public, residential, commercial and industrial properties within the Project Area that are characterized by blight.
- Improve the City's infrastructure, including roads, parking facilities, storm drainage, water and sewer capacity, pedestrian and bicycle paths, and parks.
- Carry out improvements to enhance the functioning, appearance, and economic vitality of the Central Business District.
- Carry out projects that make Fort Bragg a desirable place to live, to work, and to visit, thereby improving the economic health of the City.
- Provide affordable housing opportunities for very low-, low- and moderate-income households in the City of Fort Bragg.
- Help to implement the City's housing policies as described in the Housing Element of the Inland General Plan and the Coastal General Plan.
- Plan for the future redevelopment of the Georgia-Pacific Mill Site property by preparing a specific plan and supporting the environmental remediation of the property under the oversight of the State Department of Toxic Substances Control.

REDEVELOPMENT AGENCY

FISCAL YEAR 2010-2011 PRIORITIES

The Fiscal Year 2010-11 budget for the Redevelopment Agency addresses the following priorities:

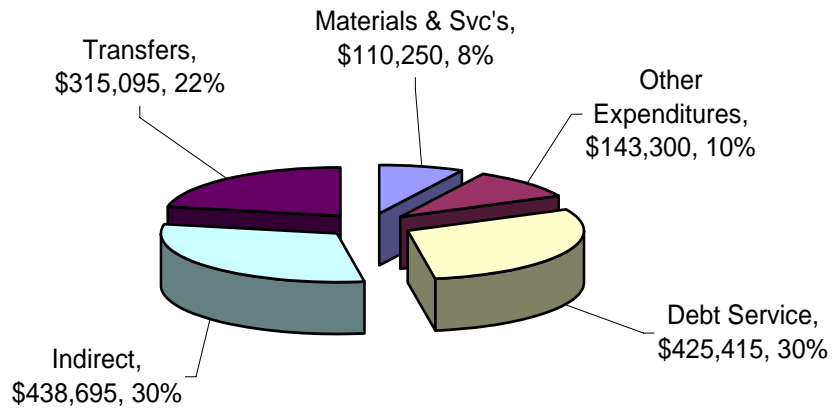
1. Continue to implement the City's Economic Development Strategy, including development of a business assistance website, and other collaborative projects with the business community.
2. Continue to implement the City's affordable housing program, as defined in the Inland and Coastal General Plan Housing Elements.
3. Continue to engage in the Georgia-Pacific Mill Site reuse planning process, including (a) completion of the Coastal Trail & Parkland planning and environmental review; (b) continued oversight of the environmental remediation process and coordination with Georgia-Pacific and the Department of Toxic Substances Control in accordance with the Polanco Redevelopment Act; (c) participation in the Specific Plan process to develop a land use plan and implementation program for redevelopment of the 425+ acre Mill Site property.
4. Evaluate options and begin to implement a strategy for either modifying the existing Fort Bragg Redevelopment Plan or adopting a new redevelopment plan to ensure that redevelopment financing is available to assist with the development of public improvements and amenities in conjunction with redevelopment of the Mill Site.
5. Continue to plan for and pursue "incubator" projects on the Mill Site including the Noyo Center for Science & Education and the Industrial and Fine Arts Center.
6. Prepare updated Five-Year Implementation Plan for the Fort Bragg Redevelopment Project Area.

REDEVELOPMENT AGENCY

AGENCY BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Materials & Services	\$ 122,690	\$ 105,890	\$ 86,655	\$ 62,075	\$ 110,250	77.6%
Other Expenditures	29,303	127,287	60,300	596,211	143,300	-76.0%
Capital	45,465	7,792	17,208	17,208	-	
Debt Service	312,205	310,180	313,276	312,795	425,415	36.0%
	509,663	551,149	477,439	988,289	678,965	-31.3%
Indirect	-	500,034	457,790	457,790	438,695	-4.2%
Transfers	927,691	421,595	496,127	496,127	315,095	-36.5%
Total	\$ 1,437,353	\$ 1,472,777	\$ 1,431,356	\$ 1,942,206	\$ 1,432,755	-26.2%

REDEVELOPMENT AGENCY FY 2010-11 by Category



REDEVELOPMENT AGENCY

PROGRAM: REDEVELOPMENT AGENCY

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Materials & Services	\$ 116,642	\$ 58,278	\$ 70,802	\$ 55,722	\$ 99,600	78.7%
Other Expenditures	29,303	127,287	30,300	566,211	143,300	-74.7%
Capital	45,465	7,792	17,208	17,208	-	-100.0%
Debt Service	-	-	481	-	110,320	100.0%
Subtotal	191,410	193,357	118,791	639,141	353,220	-44.7%
Indirect	-	393,511	349,683	349,683	333,854	-4.5%
Transfers	772,691	312,565	279,028	279,028	281,080	0.7%
Total	\$ 964,101	\$ 899,433	\$ 747,502	\$ 1,267,852	\$ 968,154	-23.6%

REDEVELOPMENT AGENCY

PROGRAM: REDEVELOPMENT AGENCY

BUDGET DETAIL

Fund #170		Account	Category	FY2010/11
Department: 4810		Detail	Detail	Adopted
				Budget
Materials & Services				
170-4810-0311	Legal		\$ 20,000	
170-4810-0312	Auditing & Accounting		6,600	
170-4810-0319	Professional Services		61,000	
	Noyo Center	\$ 30,000		
	County Tax Administration Fees	16,000		
	RDA Plan	15,000		
		<u>61,000</u>		
170-4810-0320	Dues & Memberships		12,000	
	California Redevelopment Association	7,000		
	EDFC	5,000		
		<u>12,000</u>		
	Total Material & Services			\$ 99,600
Other Expenditures				
170-4810-0607	Misc Assistance Program		300	
170-4810-0609	Section 33401 Pass-through		32,000	
170-4810-0610	ERAF Payment		111,000	
	Total Other Expenditures			143,300
Allocation Transfers				
170-4810-0399	Admin Costs Allocation		88,191	
170-4810-0801	Salary/Benefits Allocation		245,663	
	Total Allocation Transfers			333,854
Operating Transfers				
170-4810-0799	Transfer to Other Funds		281,080	
	To Fund 172 - RDA Debt Service			
	Total Operating Transfers			281,080
Interfund Loan Payments				
170-4810-0911	Principal		107,586	
170-4810-0912	Interest		2,734	
	Total Interfund Loan Payments			110,320
Total - Redevelopment Agency Project Fund				<u>\$ 968,154</u>

REDEVELOPMENT AGENCY

PROGRAM: LOW-MODERATE HOUSING

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Materials & Services	\$ 6,048	\$ 47,612	\$ 15,853	\$ 6,353	\$ 10,650	67.6%
Other Expenditures	-	-	30,000	70,000	-	-100.0%
Subtotal	6,048	47,612	45,853	76,353	10,650	-86.1%
Indirect	-	106,523	108,107	108,107	104,841	-3.0%
Transfers		66,449	217,099	217,099	34,015	-84.3%
Total	\$ 6,048	\$ 220,584	\$ 371,059	\$ 401,559	\$ 149,506	-62.8%

BUDGET DETAIL

Fund #171 Department: 4810	Account Detail	Category Detail	FY2010/11 Adopted Budget
Materials & Services			
	171-4810-0311	Legal	\$ 5,000
	171-4810-0312	Auditing & Accounting	1,650
	171-4810-0319	Professional Services	4,000
		County Tax Administration Fees	
	Total Material & Services		\$ 10,650
Allocation Transfers			
	171-4810-0399	Admin Costs Allocation	27,695
	171-4810-0801	Salary/Benefits Allocation	77,146
	Total Allocation Transfers		104,841
Operating Transfers			
	171-4810-0799	Transfer to Other Funds	34,015
		To Fund 172 - RDA Debt Service	
	Total Operating Transfers		34,015
Total - Redevelopment Agency Housing Fund			\$ 149,506

REDEVELOPMENT AGENCY

PROGRAM: REDEVELOPMENT DEBT SERVICE

BUDGET SUMMARY

Expenditure	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Debt Service	\$ 312,205	\$ 310,180	\$ 312,795	\$ 312,795	\$ 315,095	0.7%
Total	\$ 312,205	\$ 310,180	\$ 312,795	\$ 312,795	\$ 315,095	0.7%

BUDGET DETAIL

Fund #172 Department: 4810	Account Detail	Category Detail	FY2010/11 Adopted Budget
Debt Service			
172-4810-0911	Principal	\$ 80,000	
172-4810-0912	Interest	232,005	
172-4810-0913	Fees	3,090	
	Total Debt Service		\$ 315,095
Total - Redevelopment Agency Debt Service Fund			\$ 315,095



<h2 style="margin: 0;">Debt Summary</h2> <h3 style="margin: 0;">Fiscal Year 2010-2011</h3>
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Fund	Balance 6/30/2010	Fees	Interest Expense	Principal Payment	FY 2010/11 Payment Total	Balance as of 6/30/2011
Caspar Closure 2005 Certificates of Participation						
General Fund	\$ 1,197,795	\$ 3,550	\$ 48,693	\$ 98,876	\$ 151,119	\$ 1,098,919
Redevelopment Tax Allocation Bonds						
RDA Debt Serv	4,335,000	3,090	232,005	80,000	315,095	4,255,000
Water Enterprise Certificates of Participation						
Water O&M	3,710,000	3,500	165,485	200,000	368,985	3,510,000
Water Enterprise Department of Water Resource 0% Loan						
Water O&M	1,766,764	400	-	107,077	107,477	1,659,687
Municipal Improvement District #1 Bonds						
Wastewater	420,000	2,200	21,140	40,000	63,340	380,000
Capital Leases						
Police Department Vehicle Financing						
General Fund	31,790		1,200	22,225	23,425	9,565
Water Enterprise Equipment Purchase						
Water O&M	747,276		34,116	92,449	126,565	654,827
Wastewater Enterprise Sewer Vac Truck						
Wastewater	21,860		1,145	21,860	23,005	-

DEBT HIGHLIGHTS

\$2,213,535
City of Fort Bragg
2005 Certificates of Participation
110-4915-0911

Date: September 1, 2005
Interest: Semiannual each December and June, commencing December 1, 2005. Interest accrues at 4.15%.
Maturity: June 1, 2020
Rating: Standard and & Poor’s Not Rated
Purpose: To refund the 1989 Certificates of Participation for Oceanview Drive, Police Building construction and to fund the Caspar Landfill closure costs.
Security: The Certificates of Participation are secured by a ground lease and refinancing lease/purchase agreement between the City and the City of Fort Bragg Joint Powers Financing Authority which covers Town Hall (363 N. Main Street) and the Corporation Yard (831 Cedar Street).
Debt Service:

Fiscal Year	Principal	Interest	Total
FY 05-06	\$ 99,957	\$ 47,612	\$ 147,569
FY 06-07	83,895	63,674	147,569
FY 07-08	87,413	60,156	147,569
FY 08-09	91,078	56,491	147,569
FY 09-10	94,897	52,672	147,569
FY 10-11	98,876	48,693	147,569
FY 11-12	103,022	44,547	147,569
FY 12-13	107,341	40,228	147,569
FY 13-14	111,842	35,727	147,569
FY 14-15	116,532	31,037	147,569
FY 15-16	121,418	26,151	147,569
FY 16-17	126,509	21,060	147,569
FY 17-18	131,814	15,755	147,569
FY 18-19	137,341	10,228	147,569
FY 19-20	143,100	4,469	147,569
	\$ 1,655,035	\$ 558,501	\$ 2,213,535

	Principal	Interest	Total	Fees	Total Payment
FY 10-11 Requirements	\$ 98,876	\$ 48,693	\$ 147,569	\$ 3,550	\$ 151,119

DEBT HIGHLIGHTS

\$4,830,000
Redevelopment Agency of the City of Fort Bragg
Tax Allocation Bonds – Series 2004
172-4810-0911

Date: May 1, 2004
Interest: Semiannual each November and May, commencing May 1, 2004. Interest rates range from 1.80% to 5.5%.
Maturity: May 1, 2037
Rating: Standard and & Poor’s BBB+/Stable
Purpose: To refinance 1993 Redevelopment Agency (RDA) Bonds and finance certain Redevelopment Activities in the Project Area.
Security: The Bonds are special obligations of the RDA and are payable from pledged tax revenues derived from property in the Project Area and allocated to the RDA pursuant to the Redevelopment Law.

Debt Service:

Fiscal Year	Principal	Interest	Total
FY 03-04	\$ 80,000	\$ 49,728	\$ 129,728
FY 04-05	65,000	243,795	308,795
FY 05-06	65,000	242,495	307,495
FY 06-07	70,000	240,935	310,935
FY 07-08	70,000	239,115	309,115
FY 08-09	70,000	237,015	307,015
FY 09-10	75,000	234,705	309,705
FY 10-11	80,000	232,005	312,005
FY 11-12	80,000	228,805	308,805
FY 12-13	80,000	225,445	305,445
FY 13-14	90,000	221,965	311,965
FY 14-15	95,000	217,915	312,915
FY 15-16	100,000	212,880	312,880
FY 16-17	100,000	207,580	307,580
FY 17-18	110,000	202,280	312,280
FY 18-19	110,000	196,450	306,450
FY 19-20	120,000	190,620	310,620
FY 20-21	125,000	184,260	309,260
FY 21-22	135,000	177,635	312,635
FY 22-23	135,000	170,480	305,480
FY 23-24	150,000	163,325	313,325
FY 24-25	155,000	155,375	310,375
FY 25-26	160,000	146,850	306,850
FY 26-27	175,000	138,050	313,050
FY 27-28	180,000	128,425	308,425
FY 28-29	190,000	118,525	308,525
FY 29-30	200,000	108,075	308,075
FY 30-31	210,000	97,075	307,075
FY 31-32	225,000	85,525	310,525
FY 32-33	240,000	73,150	313,150
FY 33-34	250,000	59,950	309,950
FY 34-35	265,000	46,200	311,200
FY 35-36	280,000	31,625	311,625
FY 36-37	295,000	16,225	311,225
Total	\$ 4,830,000	\$ 5,524,483	\$ 10,354,483

	Principal	Interest	Total	Fees	Total Payment
FY 10-11 Requirements	\$ 80,000	\$ 232,005	\$ 312,005	\$ 3,090	\$ 315,095

DEBT HIGHLIGHTS

\$4,855,000
California Statewide Communities Development Authority
Water and Wastewater Revenue Bonds
Series 2003B
610-4612-0911

Date: October 1, 2003
Interest: Semiannual each April and October, commencing April 1, 2004. Interest rates range from 2.00% to 5.25%.
Maturity: October 1, 2023
Rating: Standard and & Poor's AAA/Negative
Purpose: To refund the 1993 Water System Certificates of Participation which were issued to fund improvements to the City's water system.
Security: The Bonds were issued by the California Statewide Communities Development Authority (CSCDA) to provide resources for the City for the purpose noted above. The Bonds are an obligation of the CSCDA and are payable solely from and are secured by revenues that consist primarily of payments on an installment obligation of the City.

Debt Service:

Fiscal Year	Principal	Interest	Total
FY 04-05	\$ 190,000	\$ 191,643	\$ 381,643
FY 05-06	185,000	187,893	372,893
FY 06-07	185,000	184,193	369,193
FY 07-08	195,000	180,393	375,393
FY 08-09	195,000	176,249	371,249
FY 09-10	195,000	171,520	366,520
FY 10-11	200,000	165,485	365,485
FY 11-12	210,000	158,520	368,520
FY 12-13	220,000	150,655	370,655
FY 13-14	225,000	142,036	367,036
FY 14-15	230,000	133,333	363,333
FY 15-16	245,000	123,335	368,335
FY 16-17	255,000	112,595	367,595
FY 17-18	265,000	101,803	366,803
FY 18-19	275,000	89,363	364,363
FY 19-20	290,000	75,238	365,238
FY 20-21	300,000	60,113	360,113
FY 21-22	315,000	43,969	358,969
FY 22-23	330,000	27,038	357,038
FY 23-24	350,000	9,188	359,188
	\$ 4,855,000	\$ 2,484,557	\$ 7,339,557

	Principal	Interest	Total	Fees	Total Payment
FY 10-11 Requirements	\$ 200,000	\$ 165,485	\$ 365,485	\$ 3,500	\$ 368,985

DEBT HIGHLIGHTS

\$2,141,532
State of California Department of Water Resources
610-4612-0911

Date: January 1, 2007
Interest: Semiannual each July and January, commencing July 1, 2007. This is an interest free loan.
Maturity: January 1, 2027
Rating: Standard and & Poor's Not rated.
Purpose: To finance the construction of a project to meet safe drinking water standards.
Security: The loan is secured by revenues from the Water Enterprise Fund.
Debt Service:

Fiscal Year	Principal	Interest	Total
FY 07-08	\$ 107,077	\$ -	\$ 107,077
FY 08-09	107,077	-	107,077
FY 09-10	107,077	-	107,077
FY 10-11	107,077	-	107,077
FY 11-12	107,077	-	107,077
FY 12-13	107,077	-	107,077
FY 13-14	107,077	-	107,077
FY 14-15	107,077	-	107,077
FY 15-16	107,077	-	107,077
FY 16-17	107,077	-	107,077
FY 17-18	107,077	-	107,077
FY 18-19	107,077	-	107,077
FY 19-20	107,077	-	107,077
FY 20-21	107,077	-	107,077
FY 21-22	107,077	-	107,077
FY 22-23	107,077	-	107,077
FY 23-24	107,077	-	107,077
FY 24-25	107,077	-	107,077
FY 25-26	107,077	-	107,077
FY 26-27	107,077	-	-
	<u>\$ 2,141,532</u>	<u>\$ -</u>	<u>\$ 2,034,456</u>

	Principal	Interest	Total	Fees	Total Payment
FY 10-11 Requirements	\$ 107,077	\$ -	\$ 107,077	\$ 400	\$ 107,477

DEBT HIGHLIGHTS

\$770,000
Fort Bragg Municipal Improvement District
1998 Wastewater Revenue Bonds
710-4712-0911

Date: April 13, 1998
Interest: Semiannual each October and April, commencing October 1, 1998. Interest rates range from 3.75% to 5.30%.
Maturity: January 1, 2027
Rating: Standard and & Poor's AAA/Negative
Purpose: To acquire and construct capital improvements to the District's wastewater system.
Security: The Bonds were issued by the Association of Bay Area Governments (ABAG) whereby ABAG issued revenue bonds on behalf of the City. The Bonds are an obligation of ABAG and payable solely from and secured by revenues that consist primarily of payments on an installment obligation of the City.

Debt Service:

	Fiscal Year	Principal	Interest	Total
FY 98-99	\$	25,000	\$ 37,730	\$ 62,730
FY 99-00		25,000	36,758	61,758
FY 00-01		25,000	35,298	60,298
FY 01-02		25,000	34,304	59,304
FY 02-03		25,000	33,279	58,279
FY 03-04		30,000	32,130	62,130
FY 04-05		30,000	30,855	60,855
FY 05-06		30,000	29,550	59,550
FY 06-07		30,000	28,140	58,140
FY 07-08		35,000	26,515	61,515
FY 08-09		35,000	24,765	59,765
FY 09-10		35,000	11,945	46,945
FY 10-11		40,000	21,140	61,140
FY 11-12		40,000	19,080	59,080
FY 12-13		40,000	16,960	56,960
FY 13-14		45,000	14,708	59,708
FY 14-15		45,000	12,322	57,322
FY 15-16		50,000	9,805	59,805
FY 16-17		50,000	7,155	57,155
FY 17-18		55,000	4,373	59,373
FY 18-19		55,000	1,458	56,458
	\$	770,000	\$ 468,267	\$ 1,238,267

	Principal	Interest	Total	Fees	Total Payment
FY 10-11 Requirements	\$ 40,000	\$ 21,140	\$ 61,140	\$ 2,200	\$ 63,340

DEBT HIGHLIGHTS

\$84,229
Police Department Vehicles
Capital Lease
110-4200-0915

Date: November 14, 2007
Interest: Interest accrues at 5.5%
Maturity: November 11, 2011
Purpose: To acquire three police department vehicles.
Security: 2008 Ford Ranger; 2007 Ford Crown Victoria and 2008 Ford Van.
Debt Service:

Fiscal Year	Principal	Interest	Total
FY 07-08	\$ 9,537	\$ 2,173	\$ 11,710
FY 08-09	19,885	3,536	23,421
FY 09-10	21,017	2,404	23,421
FY 10-11	22,225	1,200	23,425
FY 11-12	9,565	183	9,748
	<u>\$ 82,229</u>	<u>\$ 9,496</u>	<u>\$ 91,725</u>

	Principal	Interest	Total	Fees	Total Payment
FY 10-11 Requirements	\$ 22,225	\$ 1,200	\$ 23,425	\$ -	\$ 23,425

DEBT HIGHLIGHTS

\$1,000,000
Water Enterprise Equipment Loan
710-4711-0915

Date: July 1, 2007
Interest: Semiannual each January and July, commencing January 1, 2008.
 Interest accrues at 4.714%
Maturity: July 1, 2017
Purpose: To acquire meter reading equipment.
Security: Meter reading equipment.
Debt Service:

Fiscal Year	Principal	Interest	Total
FY 07-08	\$ 80,469	\$ 44,478	\$ 124,947
FY 08-09	84,238	42,328	126,566
FY 09-10	88,227	38,339	126,566
FY 10-11	92,449	34,116	126,565
FY 11-12	96,854	29,711	126,565
FY 12-13	101,469	25,096	126,565
FY 13-14	106,304	20,261	126,565
FY 14-15	111,369	15,196	126,565
FY 15-16	116,676	9,890	126,566
FY 16-17	121,945	4,621	126,566
	\$ 1,000,000	\$ 264,036	\$ 1,264,036

	Principal	Interest	Total	Fees	Total Payment
FY 10-11 Requirements	\$ 92,449	\$ 34,116	\$ 126,565	\$ -	\$ 126,565

DEBT HIGHLIGHTS

\$185,000
Wastewater Sewer Vacuum Truck
710-4711-0915

Date: October 16, 2001
Interest: Annually each October, commencing October 4, 2001. Interest accrues at 5.2307%
Maturity: October 4, 2010
Purpose: To acquire sewer vacuum truck.
Security: Sewer vacuum truck.
Debt Service:

Fiscal Year	Principal	Interest	Total
FY 01-02	\$ 23,023	\$ -	\$ 23,023
FY 02-03	14,551	8,473	23,024
FY 03-04	15,312	7,711	23,023
FY 04-05	16,113	5,911	22,024
FY 05-06	16,955	6,068	23,023
FY 06-07	17,861	5,162	23,023
FY 07-08	18,776	4,248	23,024
FY 08-09	19,758	3,265	23,023
FY 09-10	20,791	2,232	23,023
FY 10-11	21,860	1,145	23,005
	<u>\$ 185,000</u>	<u>\$ 44,215</u>	<u>\$ 229,215</u>

	Principal	Interest	Total	Fees	Total Payment
FY 10-11 Requirements	\$ 21,860	\$ 1,145	\$ 23,005	\$ -	\$ 23,005



<h2 style="margin: 0;">Interfund Loan Summary</h2> <h3 style="margin: 0;">Fiscal Year 2010-2011</h3>
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Fund	Balance 6/30/2010	New Loan Proceeds	Interest Expense	Principal Payment	FY 2010/11 Payment Total	Balance as of 6/30/2011
Wastewater Enterprise Headworks Screen Project						
Wastewater	\$ 49,772	\$ -	\$ 1,971	\$ 27,910	\$ 29,881	\$ 21,862
Redevelopment Agency SERAF Payment						
RDA	528,297		2,734	107,586	110,320	420,711
Wsterwater Enterprise Design & Bid Documents						
Wastewater	-	76,800	398	15,189	15,587	61,611

INTERFUND LOAN HIGHLIGHTS

\$42,692
Interfund Loan
From Redevelopment Agency to the Fort Bragg Municipal Improvement Agency
710-4712-0911

Date: May 29, 2007
Interest: Quarterly, commencing September 30, 2010. Interest accrues at 5.095%
Maturity: March 31, 2012
Purpose: To complete the Headworks Screen Project.
Security: Headworks Screen
Debt Service:

	Fiscal Year	Principal	Interest	Total
	FY 10-11	\$ 27,910	\$ 1,971	\$ 29,881
	FY 11-12	21,862	549	22,411
		\$ 49,772	\$ 2,520	\$ 52,292

	Principal	Interest	Total	Fees	Total Payment
FY 10-11 Requirements	\$ 27,910	\$ 1,971	\$ 29,881	\$ -	\$ 29,881

NOTE: No payments were made on Interfund Loan from May 2007 through June 30, 2010, therefore interest of \$7,080 was accrued and added to the principal, resulting in total principal repayments of \$49,772.

INTERFUND LOAN HIGHLIGHTS

\$534,774

Interfund Loan

**From Redevelopment Agency Low Income Housing Fund to the Redevelopment Agency Project Fund
170-4810-0911**

Date: May 10, 2010
Interest: Quarterly, commencing June 30, 2010. Interest accrues at 0.56%
Maturity: May 9, 2015
Purpose: To fund the SERAF payment to the State of California.
Security: The loan is secured by property tax revenues received by the RDA Project Fund.

Debt Service:

Fiscal Year	Principal	Interest	Total
FY 09-10	\$ 6,477	\$ 418	\$ 6,895
FY 10-11	107,586	2,734	110,320
FY 11-12	108,184	2,136	110,320
FY 12-13	108,797	1,523	110,320
FY 13-14	109,408	912	110,320
FY 14-15	94,322	289	94,612
	<u>\$ 534,774</u>	<u>\$ 8,013</u>	<u>\$ 542,787</u>

	Principal	Interest	Total	Fees	Total Payment
FY 10-11 Requirements	\$ 107,586	\$ 2,734	\$ 110,320	\$ -	\$ 110,320

INTERFUND LOAN HIGHLIGHTS

\$76,800

Interfund Loan

**From Redevelopment Agency to the Fort Bragg Municipal Improvement Agency
710-4712-0911**

Date: June 30, 2010
Interest: Quarterly, commencing September 30, 2010. Interest accrues at 0.56%
Maturity: June 30, 2015
Purpose: To fund design of the wastewater treatment projects.
Security: The loan is secured by revenues from the Wastewater Enterprise Fund.
Debt Service:

Fiscal Year	Principal	Interest	Total
FY 10-11	\$ 15,189	\$ 398	\$ 15,587
FY 11-12	15,273	314	15,587
FY 12-13	15,360	227	15,587
FY 13-14	15,446	141	15,587
FY 14-15	15,533	55	15,587
	\$ 76,800	\$ 1,136	\$ 77,936

	Principal	Interest	Total	Fees	Total Payment
FY 10-11 Requirements	\$ 15,189	\$ 398	\$ 15,587	\$ -	\$ 15,587

SPECIAL REVENUE FUNDS

SPECIAL REVENUE FUNDS SUMMARY

Special Revenue Funds account for revenues received that have special restrictions placed on their use or are committed to expenditure for specified purposes either through statute or by Council policy. The City has a number of different special revenue funds which are part of the non-operating budget. These include:

116 – General Plan Maintenance Fee To account for General Plan Maintenance fee revenue which is required to be used for costs related to the update of the City's General Plan and zoning code.

120 – Parking To account for parking permit revenues and the cost of maintaining City owned public parking lots.

121 – Parking In-Lieu Fees To account for payments made by downtown property owners in lieu of providing on-site parking. Accumulated funds must be used for activities related to providing off-site parking facilities in the central business district.

122 – Parkland Monitoring and Reporting To account for payments made by Georgia Pacific for monitoring and maintenance of the Coastal Trail remediation area.

139 – COPS AB1913 To account for monies received from the State or law enforcement services under the Citizens Option for Public Safety (COPS) Program established by AB 1913.

146 – OJP Vest Partnership To account for monies received under the Bulletproof Vest Partnership Grant Act. This program is designed to pay up to 50% of the cost of National Institute of Justice (NIJ) compliant armored vests purchases for local law enforcement.

167 - Asset Forfeiture To account for monies obtained from seized assets of criminal activities and the funds are used solely to support law enforcement purposes.

221 – Gas Taxes To account for the City's share of gas tax revenues that are legally restricted to the maintenance and improvement of City roads and streets.

225 - Traffic Congestion Relief To account for the City's share of Prop 42 gas tax revenues which are required to be used for City street repairs.

230 – Traffic & Safety To account for revenue received from traffic fines which is restricted to City street repairs and traffic safety.

240 – Main Street Realignment To account for monies received from the Mendocino Council of Governments (MCOG), a joint powers agency that serves as the Regional Transportation Planning Agency in Mendocino County for the Main Street Realignment.

250 – Special Sales Tax, Street Repairs To account for revenue received from local sales tax which is restricted to City street repairs.

Other Restricted Funds Available for Transportation Construction projects: Prop 1-B State-Local Partnership Program

SPECIAL REVENUE FUNDS

GENERAL PLAN MAINTENANCE FEE

BUDGET SUMMARY

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Revenue						
General Plan Maint. Fees	\$ 28,599	\$ 20,430	\$ 19,000	\$ 29,000	\$ 25,000	-13.8%
Investment Earnings	5,733	2,689	2,000	-	-	0.0%
Total Revenues	<u>34,332</u>	<u>23,119</u>	<u>21,000</u>	<u>29,000</u>	<u>25,000</u>	<u>-13.8%</u>
Expenditure						
Transfers	16,874	20,000	30,000	30,000	20,000	-33.3%
Total Expenditures	<u>16,874</u>	<u>20,000</u>	<u>30,000</u>	<u>30,000</u>	<u>20,000</u>	<u>-33.3%</u>
Net Surplus (Deficit)	<u>\$ 17,458</u>	<u>\$ 3,119</u>	<u>\$ (9,000)</u>	<u>\$ (1,000)</u>	<u>\$ 5,000</u>	<u>400.0%</u>

BUDGET DETAIL

Fund #116 Department: 4320	Account Detail	Category Detail	FY2010/11 Adopted Budget
Operating Transfers			
116-4320-0799 Transfer to Other Funds			\$ 20,000
		To General Fund 110 - General Plan Maintenance	
		Total Transfers - General Plan Maintenance Fee	<u>\$ 20,000</u>
		Total - General Plan Maintenance Fee Fund	<u>\$ 20,000</u>

SPECIAL REVENUE FUNDS

PARKING FUND

BUDGET SUMMARY

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Revenue						
Parking Permits	\$ 7,059	\$ 5,134	\$ 6,000	\$ 1,500	\$ 6,000	300.0%
Investment Earnings	1,622	320	185	150	200	33.3%
Transfers	23,600	-	-	-	-	0.0%
Total Revenues	<u>32,281</u>	<u>5,134</u>	<u>6,000</u>	<u>1,500</u>	<u>6,000</u>	<u>300.0%</u>
Expenditures						
Transfers	69,500	-	-	-	5,202	100.0%
Total Expenditures	<u>69,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,202</u>	<u>100.0%</u>
Net Surplus (Deficit)	<u>\$ (37,219)</u>	<u>\$ 5,134</u>	<u>\$ 6,000</u>	<u>\$ 1,500</u>	<u>\$ 798</u>	<u>-46.8%</u>

BUDGET DETAIL

Fund #120 Department: 4396	Account Detail	Category Detail	FY2010/11 Adopted Budget
Operating Transfers			
120-4396-0799 Transfer to Other Funds		\$ 5,202	
	To Parking In Lieu Fund 121 - Parking Lot Lease		
	Total Transfers - Parking Fund		<u>\$ 5,202</u>
	Total - Parking Fund		<u><u>\$ 5,202</u></u>

SPECIAL REVENUE FUNDS

PARKING IN-LIEU

BUDGET SUMMARY

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Revenue						
Parking In-Lieu Fees	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ -	0.0%
Investment Earnings	-	83	-	75	50	-33.3%
Transfers	11,500	-	-	-	5,202	100.0%
Total Revenues	13,000	83	1,500	75	5,252	69.0%
Expenditure						
Materials & Services	-	6,290	8,120	8,000	8,120	1.5%
Total Expenditures	-	6,290	8,120	8,000	8,120	1.5%
Net Surplus (Deficit)	\$ 13,000	\$ (6,207)	\$ (6,620)	\$ (7,925)	\$ (2,868)	-63.8%

BUDGET DETAIL

Fund #121 Department: 4392	Account Detail	Category Detail	FY2010/11 Adopted Budget
Other Expenditures			
121-4392-0357	Lease/Rental - Space	\$ 8,120	
	Mendocino Railway Parking Lot Lease		
	Total Other Expenditures - Parking In-Lieu		\$ 8,120
	Total - Parking In-Lieu Fund		\$ 8,120

SPECIAL REVENUE FUNDS

PARKLAND MONITORING

BUDGET SUMMARY

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Revenue						
Parkland Monitoring	\$ -	\$ -	\$ -	\$ 120,000	\$ -	-100.0%
Investment Earnings	-	-	-	-	1,000	100.0%
Total Revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>120,000</u>	<u>1,000</u>	<u>-99.2%</u>
Expenditure						
Transfers	-	-	-	-	-	0.0%
Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Net Surplus (Deficit)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 120,000</u>	<u>\$ 1,000</u>	<u>-100.8%</u>

COPS AB1913

BUDGET SUMMARY

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Revenue						
COPS AB 1913 Allocation	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	0.0%
Investment Earnings	750	-	-	-	-	0.0%
Total Revenues	<u>100,750</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>0.0%</u>
Expenditure						
Transfers	140,245	100,000	100,000	100,000	100,000	0.0%
Total Expenditures	<u>140,245</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>0.0%</u>
Net Surplus (Deficit)	<u>\$ (39,495)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>

BUDGET DETAIL

Fund #139 Department: 4854	Account Detail	Category Detail	FY2010/11 Adopted Budget
Operating Transfers			
139-4854-0799 Transfer to Other Funds			\$ 100,000
	To General Fund 110 - CSO costs		
Total Operating Transfers - COPS AB1913			<u>\$ 100,000</u>
Total - COPS AB1913 Fund			<u><u>\$ 100,000</u></u>

SPECIAL REVENUE FUNDS

OJP VEST PARTNERSHIP

BUDGET SUMMARY

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Revenue						
Depart. of Justice Grant	\$ 405	\$ 2,533	\$ 3,000	\$ 750	\$ 750	0.0%
Investment Earnings	48	-	-	-	-	0.0%
Transfer	-	1,391	-	-	-	0.0%
Total Revenues	453	3,924	3,000	750	750	0.0%
Expenditure						
Materials & Services	\$ 3,071	\$ 2,983	\$ 3,000	\$ 1,500	\$ 1,500	0.0%
Total Expenditures	3,071	2,983	3,000	1,500	1,500	0.0%
Net Surplus (Deficit)	\$ (2,618)	\$ 940	\$ -	\$ (750)	\$ (750)	0.0%

BUDGET DETAIL

Fund #146 Department: 4844	Account Detail	Category Detail	FY2010/11 Adopted Budget
Materials & Services			
	146-4844-0381 Small Tools & Equipment		\$ 1,500
	Total Materials & Services - OJP Vest Partnership		\$ 1,500
	Total - OJP Vest Partnership Fund		\$ 1,500

SPECIAL REVENUE FUNDS

ASSET FORFEITURE

BUDGET SUMMARY

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Revenue						
State Asset Forfeitures	\$ 93,254	\$ 46,913	\$ 50,000	\$ 58,200	\$ 55,000	-5.5%
State Asset Forfeitures - Educ.	50,000	32,500	30,000	37,000	39,000	5.4%
Investment Earnings	5,704	3,370	2,000	800	1,000	25.0%
Total Revenues	148,958	82,783	82,000	96,000	95,000	-1.0%
Expenditure						
Other Expenditures	57,958	62,038	88,000	56,250	16,200	-71.2%
Miscellaneous	4,282	12,303	-	1,000	500	-50.0%
Capital	8,612	3,950	-	-	-	0.0%
Subtotal	70,852	78,291	88,000	57,250	16,700	-70.8%
Transfers	15,500	500	30,000	11,000	83,000	654.5%
Total Expenditures	86,352	78,791	118,000	68,250	99,700	46.1%
Net Surplus (Deficit)	\$ 62,607	\$ 3,992	\$ (36,000)	\$ 27,750	\$ (4,700)	-83.1%

BUDGET DETAIL

Fund #167	Account Detail	Category Detail	FY2010/11 Adopted Budget
Department: 4215 & 4216			
Other Expenditures			
	167-4215-0319 Professional Services	\$ 13,000	
	167-4215-0381 Small Tools & Equipment	3,000	
	167-4215-0619 Miscellaneous	200	
	167-4216-0619 Miscellaneous	500	
	Total Other Expenditures		\$ 16,700
Operating Transfers			
	167-4216-0799 Transfer to Other Funds	83,000	
	To General Fund 110 for School Resource Officer		
	Total Operating Transfers		83,000
	Total Asset Forfeiture Fund		\$ 99,700

SPECIAL REVENUE FUNDS

STREETS & MAINTENANCE

SERVICE DESCRIPTION

Provide a clear path, smooth ride and safe trip for the traveling public by cost-effectively constructing and maintaining public transportation infrastructure, and traffic signage.

DIVISION SUMMARY

1. Placed a total of 85,000 pounds hot asphalt by hand at numerous locations within the City.
2. 105,000 pounds of cold mix patch was also placed by hand at numerous locations.
3. Painted curbs and crosswalks, and maintained street lettering for the entire City. Installed over 127 street signs.
4. Completed Street Sign survey and documented digitally each sign pole with type ID number and created a Base map cross reference of locations for each sign pole.

FISCAL YEAR 2010-2011 PRIORITIES

1. Increase street maintenance of areas damaged due to weather and heavy vehicular use.
2. Improve alley access during the construction months to reduce maintenance needs that may be required during the rainy season.
3. Complete temporary street repairs in preparation of upcoming capital street projects.
4. Re-paint entire City curb and street markings to improve traffic safety.
5. Continue to update sign maintenance and replacement program.
6. Implement street maintenance in areas as identified within the pavement management program.

SPECIAL REVENUE FUNDS

STREETS & MAINTENANCE - Continued

BUDGET SUMMARY

	<u>FY 2007-08</u>	<u>FY 2008-09</u>	<u>FY 2009-10</u>	<u>FY 2009-10</u>	<u>FY 2010-11</u>	<u>% Incr/</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Adopted</u>	<u>(Decr)</u>
Revenue						
Revenues	\$ 1,002,786	\$ 1,102,987	\$ 977,600	\$ 971,000	\$ 945,500	-2.6%
Investment Earnings	20,690	17,815	16,000	5,510	5,010	-9.1%
Transfers	1,024,578	98,463	119,457	176,623	88,250	-50.0%
Total Revenues	<u>2,048,054</u>	<u>1,219,265</u>	<u>1,113,057</u>	<u>1,153,133</u>	<u>1,038,760</u>	<u>-9.9%</u>
Expenditure						
Salaries & Wages	16,650	13,293	23,616	8,400	-	0.0%
Benefits	2,218	7,994	2,545	4,328	-	-100.0%
Materials & Services	172,489	20,610	360,862	237,000	239,000	0.8%
Capital	233,146	-	60,000	65,000	-	-100.0%
Sub-Total	<u>424,503</u>	<u>41,897</u>	<u>447,023</u>	<u>314,728</u>	<u>239,000</u>	<u>-24.1%</u>
Indirect			49,774	49,774	69,918	40.5%
Transfers	1,144,526	349,391	213,414	216,437	88,250	-59.2%
Total Expenditures	<u>1,569,029</u>	<u>391,289</u>	<u>710,211</u>	<u>580,939</u>	<u>397,168</u>	<u>-31.6%</u>
Net Surplus (Deficit)	<u>\$ 479,025</u>	<u>\$ 827,977</u>	<u>\$ 402,846</u>	<u>\$ 572,194</u>	<u>\$ 641,592</u>	<u>-212.1%</u>

SPECIAL REVENUE FUNDS

STREETS & MAINTENANCE – GAS TAX

BUDGET SUMMARY

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Revenue						
Gas Tax	\$ 134,765	\$ 123,975	\$ 129,300	\$ 128,000	\$ 125,000	-2.3%
Noyo Lighting District Tax	2,523	2,647	3,300	-	-	0.0%
Investment Earnings	2,631	554	1,000	10	10	0.0%
Other Revenue	9,963	4,399	5,000	-	4,500	100.0%
Transfers	233,350	-	87,906	96,179	76,117	-20.9%
Total Revenues	383,231	131,575	226,506	224,189	205,627	-8.3%
Expenditure						
Materials & Services	135,637	-	152,900	139,500	172,775	23.9%
Capital	232,846	-	60,000	60,000	-	-100.0%
Subtotal	368,484	-	212,900	199,500	172,775	-13.4%
Indirect	-	-	49,774	49,774	35,768	-28.1%
Total Expenditures	368,484	-	262,674	249,274	208,543	-16.3%
Net Surplus (Deficit)	\$ 14,748	\$ 131,575	\$ (36,168)	\$ (25,085)	\$ (2,916)	-88.4%

BUDGET DETAIL

Fund #221 Department: 4520	Account Detail	Category Detail	FY2010/11 Adopted Budget
Materials & Services			
	221-4520-0310 Engineering	\$ 8,500	
	221-4520-0319 Professional Services	23,000	
	221-4520-0322 Fleet Services	26,275	
	221-4520-0375 General Supplies	20,000	
	221-4520-0383 Utilities	95,000	
	Total Material & Services		\$ 172,775
Allocation Transfers			
	221-4520-0801 Salary/Benefits Allocation	35,768	
	Total Allocation Transfers		35,768
Total - Gas Tax - Street Maint. Division			\$ 208,543

SPECIAL REVENUE FUNDS

STREETS & MAINTENANCE – TRAFFIC CONGESTION RELIEF

BUDGET SUMMARY

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Revenue						
Prop 42 - Traffic Cong. Relief	\$ -	\$ 58,253	\$ -	\$ 53,000	\$ 50,000	-5.7%
Transfers	3,375	-	-	-	-	0.0%
Total Revenues	<u>3,375</u>	<u>58,253</u>	<u>-</u>	<u>53,000</u>	<u>50,000</u>	<u>-5.7%</u>
Expenditure						
Transfers	-	55,956	58,253	58,253	-	-100.0%
Total Expenditures	<u>-</u>	<u>55,956</u>	<u>58,253</u>	<u>58,253</u>	<u>-</u>	<u>-100.0%</u>
Net Surplus (Deficit)	<u>\$ 3,375</u>	<u>\$ 2,297</u>	<u>\$ (58,253)</u>	<u>\$ (5,253)</u>	<u>\$ 50,000</u>	<u>851.8%</u>

SPECIAL REVENUE FUNDS

STREETS & MAINTENANCE – TRAFFIC & SAFETY

BUDGET SUMMARY

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Revenue						
Traffic Safety Fines	\$ 20,474	\$ 17,104	\$ 10,000	\$ 10,000	\$ 10,000	0.0%
Transfers	225,567	42,507	31,551	-	12,133	100.0%
Total Revenues	246,041	59,611	41,551	10,000	22,133	121.3%
Expenditure						
Salaries & Wages	16,650	13,293	23,616	-	-	0.0%
Benefits	2,218	7,994	2,545	12,728	-	-100.0%
Materials & Services	21,639	20,610	25,500	22,500	21,500	-4.4%
Capital	300	-	-	-	-	0.0%
Subtotal	40,807	41,897	51,661	35,228	21,500	-39.0%
Indirect	-	-	-	-	7,875	100.0%
Total Expenditures	40,807	41,897	51,661	35,228	29,375	-16.6%
Net Surplus (Deficit)	\$ 205,234	\$ 17,714	\$ (10,110)	\$ (25,228)	\$ (7,242)	-71.3%

BUDGET DETAIL

Fund #230	Account Detail	Category Detail	FY2010/11 Adopted Budget
Department: 4840			
Materials & Services			
	230-4840-0319 Professional Services	\$ 2,000	
	230-4840-0322 Fleet Services	7,875	
	230-4840-0375 General Supplies	15,000	
	230-4840-0383 Utilities	4,500	
	Total Material & Services		\$ 29,375
	Total - Street Traffic & Safety Division		\$ 29,375

SPECIAL REVENUE FUNDS

STREETS & MAINTENANCE – MAIN STREET REALIGNMENT

BUDGET SUMMARY

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Revenue						
Intergovernmental	\$ 15,193	\$ -	\$ 55,000	\$ 75,000	\$ 71,000	-5.3%
Transfers	160,020	-	-	-	-	0.0%
Total Revenues	<u>175,213</u>	<u>-</u>	<u>55,000</u>	<u>75,000</u>	<u>71,000</u>	<u>-5.3%</u>
Expenditure						
Materials & Services	15,213	-	182,462	75,000	71,000	-5.3%
Total Expenditures	<u>15,213</u>	<u>-</u>	<u>182,462</u>	<u>75,000</u>	<u>71,000</u>	<u>-5.3%</u>
Net Surplus (Deficit)	<u>\$ 160,000</u>	<u>\$ -</u>	<u>\$ (127,462)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>

BUDGET DETAIL

Fund #240 Department: 4837	Account Detail	Category Detail	FY2010/11 Adopted Budget
Materials & Services			
240-4837-0319 Professional Services			\$ 71,000
Design for Main St Realignment			
	Total Material & Services		\$ 71,000
	Total - MCOG - Streets		<u>\$ 71,000</u>

SPECIAL REVENUE FUNDS

STREETS & MAINTENANCE – SPECIAL SALES TAX, STREETS

BUDGET DETAIL

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Adopted	% Incr/ (Decr)
Revenue						
Special Sales Tax	\$ 819,868	\$ 896,609	\$ 775,000	\$ 705,000	\$ 685,000	-2.8%
Investment Earnings	18,059	17,261	15,000	5,500	5,000	-9.1%
Transfer	402,267	55,956	-	80,444	-	-100.0%
Total Revenues	<u>1,240,194</u>	<u>969,826</u>	<u>790,000</u>	<u>790,944</u>	<u>690,000</u>	<u>-12.8%</u>
Capital	-	-	-	5,000	-	-100.0%
Transfers	1,144,526	293,435	155,161	158,184	88,250	-44.2%
Total Expenditures	<u>1,144,526</u>	<u>293,435</u>	<u>155,161</u>	<u>163,184</u>	<u>88,250</u>	<u>-45.9%</u>
Net Surplus (Deficit)	<u>\$ 95,668</u>	<u>\$ 676,391</u>	<u>\$ 634,839</u>	<u>\$ 627,760</u>	<u>\$ 601,750</u>	<u>-4.1%</u>

BUDGET DETAIL

Fund #250 Department: 4950	Account Detail	Category Detail	FY2010/11 Adopted Budget
Operating Transfers			
250-4950-0799	Operating Transfer to 221 Gas Tax-Street Maintenance	\$ 88,250	
Total Operating Transfers			<u>\$ 88,250</u>
Total - Special Sales Tax - Streets			<u><u>\$ 88,250</u></u>

SPECIAL REVENUE FUNDS

GRANTS

The City has a number of State and Federal Grants which are used for a variety of purposes as described below.

Community Development Block Grant Funds The Community Development Block Grant (CDBG/EDGB) program enables local governments to undertake a wide range of activities intended to create suitable living environments provide decent affordable housing and create economic opportunities, primarily for persons of low and moderate income.

129 – Safe Routes to Schools Federal Grant providing funding to improve the conditions and quality of bicycling and walking to school, as well as to educate the community about safety, health and environmental benefits of non-vehicular transport.

134 – Sustainable Communities Monies received from the California Pollution Prevention and Finance Corporation to assist with planning, design and engineering for public amenities and public spaces on the Georgia Pacific Mill Site.

137 – Overall Work Program Grants Local Transportation Funds awarded for transportation planning and technical assistance.

152 – CalDOT Transportation Planning Funding for planning to improve bicycle and pedestrian access

155 – Coastal Conservancy Funding to complete the Pomo Bluffs Park construction.

159 – Federal Appropriation/California Department of Transportation (CalDOT) The 2006 Housing & Urban Development spending bill included a \$750,000 congressional appropriation for the Coastal Trail project on the former Georgia Pacific mill site. Federal funding for this project is appropriated through CalDOT and administered by CalTrans.

401 – Prop. 50/River Parkways Grant Funds received for rehabilitation and enhancement of Otis Johnson Wilderness Park.

401- CalTrans Ten Mile River Bridge Mitigation Funds Monies received in 2009 to be used for Otis Johnson Wilderness Park habitat restoration.

402- American Reinvestment Recovery Act (ARRA) CalTrans funds received for rehabilitation of Pudding Creek Road, overlay of Harold and Dana streets and pedestrian enhancements on Pine Street.

The following is a summary of Grants that have been awarded will be completed in FY 2010-11 and those that were completed during FY 2009-2010.

SPECIAL REVENUE FUNDS

GRANTS

BUDGET DETAIL – FY 2010-11 GRANTS IN PROGRESS

Fund Department	Original Funding	Prior Year(s) Exp	Add'l Funds Awarded	FY2010-11 Adopted	Grants Funds Available in FY 2011-12
Fund 129 - Safe Routes to Schools *					
4930 2007 Federal Grant	\$ 214,000	\$ 24,000	\$ -	\$ 192,110	\$ -
Fund 134 - Sustainable Communities					
4863 Noyo Center	125,600	25,600	-	100,000	-
4857 Coastal Trail	143,900	50,000	-	80,000	13,900
4848 So. Fort Bragg Access	50,000	50,000	-	-	-
				180,000	
Fund 137 - OWP Grants					
4820 Alley Master Plan	60,000	-	-	60,000	-
4829 Blueprint Planning	13,416	6,753	-	6,663	-
				66,663	
Fund 159 - Federal Approp/CalDOT					
4833 Coastal Trail	750,000	750,000	680,000	310,723	369,277
Fund 165 - EDBG PT/A Grants					
4843 Business Assessment Strategy	17,500	5,000	-	12,500	-
4845 Food Products Incubator	17,500	10,000	-	7,500	-
4847 Industrial and Fine Arts Building	27,000	-	-	10,560	16,440
				30,560	
Fund 166 - CDBG Microenterprise 07/08					
4858 Microenterprise Program #3730	350,000	325,112	275,187	218,361	81,714
4861 Microenterprise Program #5784	300,000	1,773	-	289,400	8,827
				507,761	
Fund 185 - Bicycle Transportation Account					
4952 Oak and Franklin Streets Bike Routes	117,500	-	-	117,500	-
Fund 401 - Otis Johnson Park Rehab Project *					
4802 OJ Park - River Parkways/Prop 50	178,238	55,000	-	118,733	4,505
4803 OJ Park - CalTrans	226,059	25,000	101,042	201,059	101,042
				319,792	
FY2010-11 Total Grant Expenditures				\$ 1,725,109	

* Grant funded Capital Projects are included for reference only.

Note:

In FY2010-11 the anticipated amount to be allocated to the General Fund for staff time reimbursed by grant funding is \$179,000.

SPECIAL REVENUE FUNDS

GRANTS

BUDGET DETAIL – FY 2009-10 GRANTS COMPLETED

Fund Department	Grant Awarded	FY Awarded
Fund 129 - Safe Routes to Schools		
4929 2005 State Grant	\$ 450,000	2005-06
Fund 137 - OWP Grants		
4804 Bicycle Counting Equipment	10,000	2008-09
4842 Glass Beach Bike Trail	45,000	2008-09
4819 State Safety Plan Update	74,250	2008-09
4820 Bicycle Master Plan	22,500	2008-09
Fund 152 - Cal DOT Transportation Planning		
4828 S. Ft Bragg Bike & Pedestrian Plan	75,889	2008-09
Fund 155 - Coastal Conservancy Grant		
4950 Pomo Bluff Trail Extension	631,200	2005-06
Fund 157 - EDBG Planning Grant		
4805 Waste Water Coll Master Plan Ph I	35,000	2007-08
4806 Waste Water Coll Master Plan Ph II	35,000	2006-07
Fund 158 - CDBG General Allocation Grant		
4809 Hospitality House	316,481	2007-08
Fund 165 - EDBG - Economic Development Allocation		
4817 Seismic Planning	35,000	2007-08
4818 Industrial and Fine Arts Building Planning	35,000	2007-08
4811 Business Assistance and Web Site	35,000	2006-07
Fund 166 - CDBG Microenterprise 07/08		
4859 Microenterprise Program #1962	283,000	2007-08
Fund 169 - General Allocation		
4807 GIS System Expansion	35,000	2006-07
4808 Skate Plaza - Community Design	25,000	2007-08
4821 Household Income Survey	20,000	2007-08
4822 Main Street Fire Station Planning	25,000	2007-08
Fund 184 - Bainbridge Park Improvements		
4392 Bainbridge Park Restrooms	223,615	2008-09
Fund 402 - American Recovery & Reinvestment Act		
4581 Harold & Dana Street Overlay	568,036	2009-10
4582 Pudding Creek Rd Reconstruction	362,036	2009-10
4583 Pine & Laurel St Sidewalk Infill	140,152	2009-10
	\$ 3,482,159	



CAPITAL PROJECT FUNDS

CAPITAL PROJECTS FUNDS

The acquisition or construction of capital projects, other than those financed by Enterprise Funds, Internal Service Funds, or Trust Funds, may be accounted for in a Capital Projects Fund.

A Capital Projects Fund is used to account for major capital expenditures such as the construction of park facilities, water and wastewater facilities and street projects.

The acquisition of other capital assets, such as machinery, furniture, vehicles, is generally accounted for in the fund that is responsible for the financing of the expenditure.

A separate Capital Projects Fund is established when the acquisition or construction of the capital project extends beyond a single fiscal year and the financing sources are provided by more than one fund, or the capital asset is financed by specifically designated resources.

Specifically designated resources may arise from the issuance of general governmental bonds, receipts of grants from other governmental units, designation of a portion of tax receipts, or a combination of these and other financing sources.

A Capital Projects Fund must be used when mandated by law or stipulated by regulations or covenants related to the financing source. For control purposes, it may also be advantageous to use a separate Capital Projects Fund even though one is not technically required.

As with all funds in a governmental entity, the purpose of establishing a specific fund is to establish a basis of accountability for resources provided for a particular purpose.

CAPITAL PROJECT FUNDS

Capital Projects Summary for Fiscal Year 2009-10

The Public Works Department completed six capital projects included in the FY 2009-10 budget, including Bainbridge Park Restrooms Project; Town Hall Parapet Replacement Project; Pomo Bluffs Trail Extension; Rail Crossing Improvements at Fir and Franklin Streets; Water Treatment Plant Generator Replacement, and East Fort Bragg Pressure Zone Evaluation Report. A brief summary of each project is as follows:

- Bainbridge Park Restrooms – Constructed four new restrooms in one structure which was designed to match the architectural style of the Veterans Building located at the southwest corner of Wiggly Giggly Park. The project included coordinating the construction of new redwood doors fabricated from recycled redwood. In addition, the building has ceramic mosaics created by local youth and it includes a number of green building elements.
- Town Hall Parapets – This long-awaited project included replacement of the deteriorated parapet wall along the top of Town Hall, minor structural roof repairs, window repairs of rotted framing, installation of new flashing, re-roofing the building and painting the entire structure.
- Pomo Bluffs Trail Extension - This project extended the pedestrian trail from Pomo Bluffs Park east across an easement on the adjoining trailer park and Cliff House Restaurant properties. The project included installation of asphalt concrete path, split rail fencing along the southerly boundary of the easement, installation of benches, trash receptacles, informational signage, bollards and striping providing direction from the south end of the Noyo Bridge.
- Rail Crossing Improvements – This project was completed with the cooperation of the Mendocino Railway which used its staff to install the new rails and concrete panels for the crossings at Fir Street and Franklin Street. The City contracted for services to install ADA access over the rails and to re-pave the approach on both streets.
- Water Treatment Plant Generator Replacement – Public Works staff researched and purchased a new generator with sufficient power to operate both the Water Treatment Facility and the Corporation Yard Building at the same time. City staff installed electrical improvements for placement of the new generator.
- East Fort Bragg Pressure Zone (EFBPZ) – The project was initially established to replace the pumps at the EFBPZ, but staff determined that an evaluation of the entire pressure zone was warranted prior to any improvements to the pump station. A consultant was retained who completed a full computer model of the EFBPZ and evaluated fire flows and efficiency of the existing pumps. A final report was generated that included recommendations for phased improvements to the pressure zone, starting with recommendations for pump and manifold replacements.

Other projects that were completed in FY 2009-10 that were not identified in the capital projects listing, but required substantial Public Works personnel time include: the City Hall Remodel Project; Recreation Center Building Structural Evaluation; Safe Routes to Schools Project 2006; Street Repairs at North Harrison and Fir Street, and Structural Repairs on Pine and Harold Streets.

<h2 style="margin: 0;">FY 2010-11 CAPITAL PROJECTS & APPROPRIATIONS</h2>
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	Project Cost	Prior Year(s) Funding	FY2010/11 Proposed Add'l Funding	Exp to Date	FY2010/11 Adopted
#01 - Downtown Parking Lot Resurfacing					
306-4580-0731 Downtown Parking Lot Resurfacing	\$ 75,000	\$ 75,000	\$ 18	\$ -	\$ 75,018
#02 - Bainbridge Park Improvements					
184-4392-0731 Bainbridge Park Restrooms	220,000	220,000	-	228,145	-
Funding includes \$27,000 from General Fund Reserves in addition to grant amount shown on page 155					
#18 - 45 Acre Foot Reservoir at Newman Gulch					
610-4614-0731 Newman Gulch Reservoir	1,630,000	229,006	-	125,500	103,506
#19 - Water Treatment Disinfection					
610-6117-0731 Water Treatment Disinfection	256,439	256,439	-	2,000	-
#04 - Safe Routes to Schools					
129-4930-0731 2007 Federal Grant	214,000	209,000	-	24,000	185,000
129-4930-0731 Gen Fund - Staff Time	7,110	7,110	-	-	7,110
					192,110
#05 - OJ Park Rehab Project					
401-4802-0319 Professional Services - OJ Park	18,864	18,864	-	-	18,864
401-4802-0731 OJ Park - River Parkways/Prop 50	159,374	159,374	79,687	79,687	104,371
401-4803-0319 Professional Services - OJ Park	56,809	52,304	20,922	20,922	45,539
401-4803-0731 OJ Park - CalTrans	169,250	169,250	84,625	84,625	151,015
					319,789
#10 & 11 - American Recovery & Reinvestment Act					
402-4581-0731 Harold & Dana Street Overlay	594,500	568,036	-	568,036	-
402-4582-0731 Pudding Creek Rd Reconstruction	388,500	362,036	-	362,036	-
403-4583-0731 Pine & Laurel St Sidewalk Infill	150,000		-	150,000	-
		122,800			
		57,789			
		<u>180,589</u>			
Total Capital Projects					<u>\$ 690,423</u>





Multi-Year Capital Improvement Program

CAPITAL PROJECT SUMMARY

Projects	Total Project Cost											
		General Fund	Grants	RDA	ARRA	Street Sales Tax	Water Enterprise	WW Enterprise	MCOG Street Funds	Other	Unfunded	
Public Works												
01 Downtown Parking Lots Resurfacing	\$ 75,018	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,018	\$ -	#1
02 Bainbridge Park Restrooms	220,000		220,000									
03 ADA Transition Plan Ph I, Facilities	225,000										225,000	
04 Safe Routes to Schools - Federal	221,110	7,110	214,000									
05 Otis Johnson Park Rehabilitation	380,688		380,688									
06 Emergency Fueling Station	75,000										75,000	
07 Highway 20 Fire Station Project	3,000,000										3,000,000	
08 Main Street Fire Station Rehabilitation	1,997,000										1,997,000	
Totals - Public Works	6,193,816	7,110	814,688	-	-	-	-	-	-	75,018	5,297,000	
Streets												
09 Annual Alley Rehabilitation Project	140,000									140,000		#2
10 ARRA Overlay & Reconstruction Projects	983,000				928,000	55,000						
11 TE ARRA Pine & Laurel Infill	150,000	5,000			122,800				22,200			
	-											
Totals - Streets	1,273,000	5,000	-	-	1,050,800	55,000	-	-	22,200	140,000	-	
Water Enterprise												
12 Treatment & Chlorine Building Replacement	350,000										350,000	
13 Waterfall Gulch Diversion Improvements	140,000						40,000				100,000	
14 Newman Raw Water Line Replacement	608,000										608,000	
15 Cedar St Water Distribution Line	405,000										405,000	
16 Water Master Plan Update	125,000										125,000	
17 Madsen Hole Access Road	340,000										340,000	
18 45 Acre Foot Reservoir at Newman Gulch	1,630,000							103,506		196,494	1,330,000	#3
19 Water Treatment Disinfection	235,000										235,000	
20 Waterfall Gulch Raw Water Transmission Line	46,500						46,500				-	
											-	
Totals - Water Enterprise	3,879,500	-	-	-	-	-	190,006	-	-	196,494	3,493,000	

Continued

CAPITAL PROJECT SUMMARY Continued

Projects	Total Project Cost										
		General Fund	Grants	RDA	ARRA	Street Sales Tax	Water Enterprise	WW Enterprise	MCOG Street Funds	Other	Unfunded
Wastewater Enterprise											
21 Grease Lagoon Rehabilitation	155,000										155,000
22 Primary Digester Rehabilitation	1,000,000										1,000,000
23 Clarifier Mechanism Replacement	930,000										930,000
24 Sludge Thickener Mechanism Repl	370,000										370,000
25 South City Storm Drain Project	920,000										920,000
26 Wastewater Equipment Garage	110,000										110,000
27 N Sanderson Sewer Main Replacement	772,000										772,000
28 Disinfection & Dechlorination Project	415,000										415,000
29 Sewer Manhole Installation	97,000										97,000
30 Slip Line WW Collection System	40,000									40,000	#4
Totals - Wastewater Enterprise	4,809,000	-	-	-	-	-	-	-	-	-	4,769,000
Grand Total	\$16,145,468	\$ 12,110	\$ 814,688	\$ -	\$1,063,152	\$ 55,000	\$ 190,006	\$ -	\$ -	\$411,512	\$13,559,000

Notes:

- #1 - Funding source is parking permit revenue - Fund 120.
- #2 - Funding source is gas tax - Fund 221
- #3 - Prior year funding from Water Enterprise Fund.
- #4 - Prior year funding from Wastewater Enterprise Fund.

CAPITAL IMPROVEMENT PROJECT

Department: Public Works Department

Project Manager: Director of Public Works

Project: Downtown Parking Lots Resurfacing

Project No. 01

Expected Completion Date: November 2010

Description

The City of Fort Bragg owns three parking lots in the Central Business District. The Main Street Lot is located in the 400 Block of North Main Street, just south of the North Coast Brewery. The City Hall Parking Lot is located north of City Hall and east of the Fort Building, in the 400 block of N. Franklin Street. The third lot is the Laurel Street Parking Lot located in the 200 block of east Laurel Street, just west of the Footlighters Theatre.

The Laurel Street Lot is relatively new and does not require any surface treatment, however the other two lots are showing extensive raveling and if left unchecked, the pavement will reach a point that it starts to break up and potholes begin to form. The options to repair the surfaces are to chip seal the parking lot, which would give long life to the surface, but would be relatively rough for some time, or a sand slurry which consists of covering the surface with an emulsion and sand that is very smooth, fills in the rough surfaces and bonds the overall surface together. Once the parking lots have been resurfaced, either with chip seal or sand slurry, re-striping will be required.

An alternate to this project is to expand the use of the City Hall parking lot by creating additional spaces along the east and north side of the old Fort Building. By expanding the pavement width by approximately 12 feet on both sides at specific locations and with minimal landscape movement, additional 4 or 5 parking spaces would be created and available for downtown parking.

Impact on Operating Budget

Resurfacing the parking lots will increase the life expectancy of the pavement and reduce the maintenance costs associated with painting and paving.

FY 2010/2011 Work Plan

- ◆ Complete plans and specifications for resurfacing treatment.
- ◆ Complete plans and specification for expanding the City Hall Parking Lot to create additional downtown parking.
- ◆ Advertise project for bid with anticipated completion in FY 2010/11.



Estimated Project Costs

Preliminary	\$0
Design	In House
Const. Mgmt. & Insp.	City Staff
Construction	75,000
Other	0
Total Cost	\$75,000

Parking Fund 120	\$75,000
Total Cost	\$75,000

CAPITAL IMPROVEMENT PROJECT

Department: Public Works Department
Project Manager: Director of Public Works

Project: Bainbridge Park Restrooms **Project No.** 02
Expected Completion Date: 2010

Description

Several years ago, the City completed improvements to the Bainbridge Park Playground (named Wiggly Giggly Park). As a part of the planning and design process for the playground project placement of new restrooms adjacent to the playground were considered. Restrooms were incorporated during the planning stage, but were removed during the design stage due to anticipated funding constraints. Staff fully expected that the restrooms would be constructed at a later date, and the playground design provided room for the restrooms. This project was included as a portion of the Bainbridge Park Improvements in the Capital Improvement Program budget adopted for FY 2002/03, and the 2002 State Park Bond funds were identified as the source of funding to complete the projects. Following review by the Public Works and Facilities Committee, staff has developed separate projects for the restrooms and the courts rehabilitation. At a cost of \$20,000, Leventhal, Schlosser, Newberger Architects were retained to complete the design of the restroom, and the project was placed out to bid in late 2008. Whitney-Stone construction was the low bidder and a contract was awarded to construct the new restrooms per design, with a couple minor modifications to fit the available funding for this project. The current proposal is to construct the new restrooms for just under \$200,000.

The total amount of 2002 State Park Bond originally available to the City was \$220,000, but approximately \$50,000 was used for rehabilitation of the tennis and basketball courts, which were previously completed. The remaining \$169,952 is proposed to be used to complete design and construction of restrooms to serve both the playground and the remainder of the park from separate entrances. Mendocino County did pass thru \$50,000 Park Grant dollars which is also available for park improvements, bringing the total to \$219,952.

The grant for this project was frozen in December 2008 and once the funds are released, staff expects to move forward with construction of the new restrooms.

Impact on Operating Budget

Minimal new costs will be increased to provide routine maintenance of the upgraded park facilities; a larger impact could be to identify funding to make up the difference for construction.

FY 2009/2010 Work Plan

- ◆ Complete construction in spring of 2010.



Preliminary	\$0
Design	20,000
Const. Mgmt. & Inspection	City Staff
Construction	200,000
Other	0
Total Cost	\$220,000

Project Funding Source(s)

2002 State Park Bond	\$170,000
Mendocino County Pass Thru	50,000
Total Cost	\$220,000

CAPITAL IMPROVEMENT PROJECT

Department: Public Works Department
Project Manager: Director of Public Works
 Public Works Superintendent

Project: ADA Transition Plan Phase I, Public Facilities **Project No.** 03

Expected Completion Date: Dependent Upon Funding

Description

In FY 2001/2002 the City completed a facilities self evaluation and transition plan with the assistance of a consulting firm. This Plan is required by the Americans with Disabilities Act (ADA). As a result of this review the City has identified deficiencies at various facilities in meeting the requirements of the Federal ADA Law. The five-year Transition Plan identifies necessary improvements and has prioritized the improvements from immediate need (priority 1) to those that should be completed within the life of the Plan (Priority 5).

The Plan proposes that priority 1 and a portion of priority 2 improvements be completed within the first year of the plan. The entire Plan required approximately \$175,000 to complete and this first phase proposes to utilize \$30,000 to begin implementation of the improvements.

This project consists of a variety of improvements to City facilities for priority 1 and priority 2 ADA improvements as identified within the Transition Plan. Staff has identified CDBG funding that will be used for implementation of improvements as defined within the Transition Plan, Phase I.

During the past years City Hall Remodel Project some of the minor accessibility issues and signage were addressed as part of that project. As always, staff will look to incorporate accessibility improvements when developing project plans for public facilities. The Transition Plan is taken into consideration as plans develop through the design process.

Impact on Operating Budget

No impact beyond the cost of construction.

FY 2010/2011 Work Plan

- ◆ Continue work on Priority 1 and Priority 2 improvements as identified in the Transition Plan.



Estimated Project Costs

Design	\$0
Const. Mgmt. & Insp.	City Staff
Construction	225,000
<u>Other</u>	<u>0</u>
Total Cost	\$225,000

Project Funding Source(s)

<u>Unfunded</u>	<u>\$225,000</u>
Total Cost	\$225,000

CAPITAL IMPROVEMENT PROJECT

Department: Public Works Department

Project Manager: Director of Public Works

Project: Safe Routes to School (Federal)

Project No. 04

Expected Completion Date:

Description

In July 2008, the City applied for funding under the Federal Safe Routes to Schools program and was approved for funding in the amount of \$214,000. The project delivery schedule for this project identifies various target dates, and some of the key dates are: Complete NEPA process by June 30, 2009; Plans, Specifications and Estimate by September 30, 2009; Award construction contract April 2010; complete construction September 30, 2010.

This Safe Routes to School project is focused around improvements near the Middle School and the two elementary schools; Redwood and Dana Gray. Improvements will include installation of high visibility raised and striped crosswalks; construction of accessible curb ramps and /or bulb outs to reduce crossing distance and calm traffic at key school crossings; sidewalk construction to fill a critical gap at Redwood School; sidewalk barriers to discourage jaywalking at a crossing at the Middle School; traffic control signage at Redwood School; construction of two bicycle/pedestrian trails to promote off street transit to schools; street pavement signage to encourage bicycle travel along designated routes and installation of bicycle parking facilities at strategic locations on school sites.

Staff will work closely with CalTrans Local Assistance staff to complete the federal process for authorization to proceed and construct the project based upon the original task schedule.

Impact on Operating Budget

The City expects to reduce sidewalk maintenance and repair costs with the construction of the new sidewalks and ramps. City costs associated with this project will be initially for completion of the environmental process for project clearance, but will also have costs for construction management and inspection.

FY 2010/2011 Work Plan

- ◆ Complete environmental clearance and any permitting thru CalTrans Local Assistance.
- ◆ Complete plans, specifications and engineering.
- ◆ Bid and award project for construction.



Estimated Project Costs

Preliminary	\$ 7,000
Design	17,160
Const. Mgmt. & Insp.	TBD
Construction	176,000
<u>Other (Contingency & Evaluations)</u>	<u>20,950</u>
Total Cost	\$221,110

Project Funding Source(s)

Safe Routes To Schools Grant	\$214,000
<u>General Fund</u>	<u>7,110</u>
Total Cost	\$221,110

CAPITAL IMPROVEMENT PROJECT

Department: Public Works Department

Project Manager: Director of Public Works

Project: Otis Johnson Park Rehabilitation

Project No. 05

Expected Completion Date: 2011

Description

The Otis Johnson Wilderness Park Enhancement Project is an effort by the City to create a comprehensive trail system that will encircle the entire City. The goals of the project include preserving and enhancing the Park for maximum public access and use, while improving habitat values and public education opportunities as well as recreational activities for the park visitors.

In October 2008, the City was awarded a grant in the amount of \$179,000 from the California River and Parkways grant program, also known as Proposition 50 funds. The City further negotiated with the California Department of Transportation to obtain additional funding for stream enhancement and habitat restoration in the amount of \$226,059.

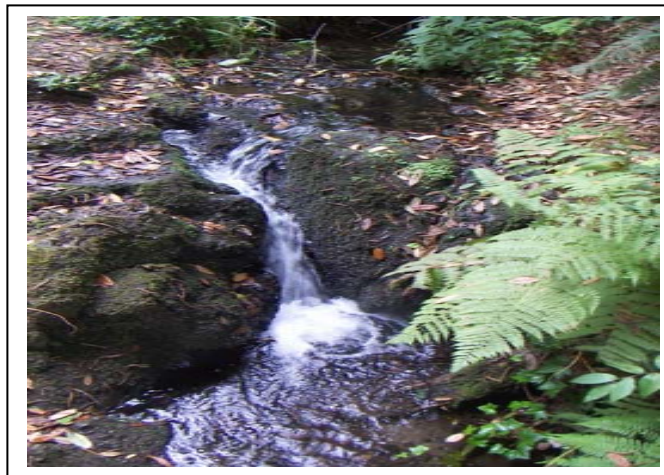
Scope of work for this project will consist of review of all available documentation associated with Otis Johnson Park; coordination with all affected agencies; prepare plans, specifications and estimates based upon input from staff; preparation of construction drawings for foot bridge; access bridge (capable of holding large vehicle); retaining walls; drainage components; native material revetment for erosion purposes; upgraded stairs and landings; upgraded entry features at Laurel Street entrance; cost estimates and descriptions necessary to complete CEQA process.

Impact on Operating Budget

Impacts should be minimal as staff time is being charged to the project funding for construction management; inspection and administration.

FY 2010/2011 Work Plan

- ◆ Complete project construction;



Estimated Project Costs

Preliminary	\$0
Design/Engineering	38,300
Const. Mgmt. & Insp.	City Staff
Construction	342,388
<u>Other</u>	
Total Cost	\$380,688

California River and Parkways Grant (Prop 50)	\$179,000
<u>CalTrans</u>	<u>201,688</u>
Total Cost	\$380,688

CAPITAL IMPROVEMENT PROJECT

Department: Public Works Department
Project Manager: Director of Public Works

Project: Emergency Fueling Station
Expected Completion Date: TBD

Project No. 06

Description

Prior to the late 1980's, the City operated and maintained individual fueling stations for Police and Public Works vehicles and equipment. At that time the City had underground fuel tanks at the Police Department and Corporation Yard, but due to environmental concerns and leaks in the tanks, they were removed and the sites cleaned and cleared through the North Coast Regional Water Quality Control Board.

During the winter months heavy storms frequently cause power outages on the north coast; in some cases for several days at a time. City staff has made arrangements with local fuel providers to make gas and diesel available as needed for city vehicles and equipment, but that has not always been convenient. Staff has determined that during times of emergency power outages it would be in the City's best interest to have dual contained fuel stations that could be accessed anytime by city personnel. Economy of cost could also be utilized by purchasing large quantities of fuel in bulk at a better rate than what is available at the regular pump.

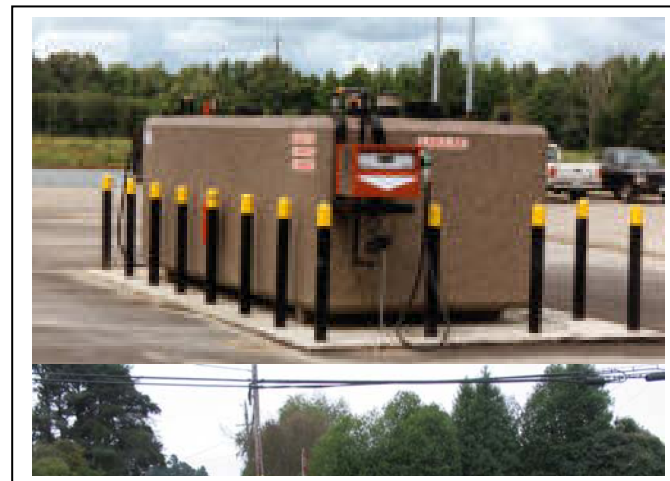
Staff proposes to purchase and install single/multi unit Convault dual containment fuel tank with card lock system for use for all city personnel utilizing city vehicles.

Impact on Operating Budget

Funding to purchase and install fueling station for all city vehicles and equipment.

FY 2010/2011 Work Plan

- ◆ Purchase and install if funding becomes available.



Estimated Project Costs

Preliminary	\$0
Design	City Staff
Const. Mgmt. & Insp.	City Staff
Construction	75,000
Other	<u>0</u>
Total Cost	\$75,000

Proposed Funding Source(s)

<u>Unfunded</u>	<u>\$75,000</u>
Total Cost	\$75,000

CAPITAL IMPROVEMENT PROJECT

Department: Public Works Department

Project Manager: Fire JPA
Director of Public Works

Project: Highway 20 Fire Station Project

Project No. 07

Expected Completion Date: TBD

Description

The City of Fort Bragg owns property at the northeast corner of State Hwy 20 and Babcock Lane that contains a 300,000 gallon water storage tank, single family residence and a large storage facility that houses fire equipment for the Fire Joint Powers Authority. The City further has an agreement with the Fire JPA to allow rental of the residence to a fire fighter and for use of the structures on site for establishment of a fire station. The structures are very old and in need of replacement in lieu of maintenance, and the site, while having City water available, does not have City sewer service. As part of any upgrade, extension of the sewer main from the Old Willits Road is recommended.

The proposed project will consist of demolition of all buildings on site, and construction of one large two story structure. The new structure will contain a new fire station, that will be placed so that all access is to/from Babcock Lane; storage availability for all city departments; residential units on the second level to be utilized by police department employees and firefighters. There will also be secure storage for the Police Department evidence, confiscated or lost/found items. A training tower will provide on-site training for fire, police and public works personnel.

The overall plan is still in the conceptual stage, but considerable progress has been made with identifying the needs and designing the project to incorporate something for all city departments.

Impact on Operating Budget

Annual expenditures depend on necessary or required improvements to the facility and potential funding that will be utilized to construct the new facilities.

FY 2010/2011 Work Plan

- ◆ Identify funding source.
- ◆ Continue process to define necessary development.



Estimated Project Costs

Preliminary	\$0
Design	City Staff
Acquisition	0
Construction	3,000,000
Other	0
Total Cost	3,000,000

Project Funding Source(s)

190

CAPITAL IMPROVEMENT PROJECT

Department: Public Works Department

Project Manager: Director of Public Works
Public Works Project Analyst

Project: Main Street Fire Station Rehabilitation

Project No. 08

Expected Completion Date: TBD

Description

In March 2007, the City contracted with the Grossman Design Group to complete a Public Facilities Master Plan to evaluate all City structures. As a part of the master plan a preliminary structural analysis of the Main Street Fire Station was completed and findings and recommendations were incorporated into the report. This analysis identified numerous deficiencies in the three separate phases of the Fire Station that in the opinion of the structural engineer are at appreciable risk of major structural damage in the event of a major earthquake. The report further identified that making necessary seismic upgrades to the north wing would cost about \$175 per square foot; South wing would be about \$50 per square foot and for the newer middle section would be about \$20 per square foot dependent upon special job conditions.

To follow up on the Facilities Master Plan city staff secured a Community Development Block Grant to complete a more intense structural evaluation of the structure and foundation to better identify structural fixes to bring the building up to current standards and make it safe for continued operation. I. L. Welty and Associates was put under contract with the City to complete the structural review and provide recommendations and estimates for repair. BACE Geotechnical sub-contracted with Welty to complete the sub-structure evaluation as part of the contract. Additional funding beyond the grant funds was provided by the Fire JPA in the amount of \$27,000. This work was completed in March 2009 and includes recommendations and estimates outlined below. Full plans and specifications to bid a project were not a part of this contract and would be required to move forward with completing repairs to the Main Street Fire Station.

Recommendations from Welty's review include: North Wing – Brace top of concrete masonry unit (CMU); strengthen the in-plane shear capacity of the east wall; strengthen walls between North Apparatus room; strengthen and improve shear transfer from the CMU walls to the foundation. Cost for this work based upon 4800 square feet at \$60 to \$120 per s.f. equals \$288,000 on the low end to \$570,000 on the high end, depending on the alternate solution chosen during the design stage of the project.

Offices & Crew Rooms: Connect the two north-south interior shear walls to the roof diaphragm; add hold downs on the ends of the four shear walls on the east and two shear walls on the west; add epoxy anchors to the sill plates; add edge nailing to the shear walls; and provide seismic separations from adjacent buildings at the roof level & second floor. Cost for this work is estimated at \$80,000.



Estimated Project Costs

Preliminary	\$2,000
Design	75,000
Const. Mgmt. & Insp.	35,000
Construction	990,000 to 1,885,000
Other	0
Total Cost	\$1,102,000 to \$1,997,000

CAPITAL IMPROVEMENT PROJECT

Department: Public Works Department

Project Manager: Director of Public Works
Public Works Project Analyst

Project: Main Street Fire Station Rehabilitation

Project No. 08

Continued

South Wing- Weld cover plates on the east and west steel frame columns to create box sections; add hold downs on the ends of the two shear wall segments on the south wall; provide a seismic separation at the north wall. Cost estimate for these repairs is also \$52,000.

To remediate the liquefiable soils identified at several locations in the geotechnical report, costs are estimated as follows: Compaction Grouting Method @ \$150,000 to \$475,000 or Permeation Grouting



CAPITAL IMPROVEMENT PROJECT

Department: Public Works Department

Project Manager: Director of Public Works
Public Works Project Analyst

Project: Main Street Fire Station Rehabilitation

Project No. 08

Continued

Method @ \$900,000 to \$950,000. Compaction Grouting is the method most commonly used, and using this method for the Fire Station Project would provide an estimated range for the full project from \$570,000 to \$1,183,000.

Design fees and project management cost are not included in the report by I.L. Welty & Associates, but are generally estimated at a percentage of the overall project cost.

Impact on Operating Budget

Impact will be the cost of engineering to complete plans and specifications and depending on the funding source will be annual payments of any loan secured for construction.

FY 2010/2011 Work Plan

- ◆ Identify funding to complete required structural improvements.



Project Funding Source(s)

CAPITAL IMPROVEMENT PROJECT

Department: Public Works Department

Project Manager: Director of Public Works

Project: Annual Alley Rehab Project

Project No. 09

Expected Completion Date: To Be Determined

Description

The City of Fort Bragg consists of nearly 26 miles of paved streets that require a substantial amount of effort to maintain and reconstruct as necessary. Along with this amount of street miles, nearly every block is bisected with a 20 foot wide alley, which is also City right of way and requires maintenance as well. The alleys make up approximately an additional 7 miles of public right of way that was never constructed to the same level as street surfaces, but has become more increasingly utilized for access to secondary dwellings and businesses.

At one point the City implemented an alley rehabilitation program that reconstructed or overlaid 3 alleys a year, but when funding for this work dried up and with the increased cost of materials, equipment and personnel, the alleys have virtually been neglected with the exception of minimal patching.

During fiscal year 2006-07 the City authorized funding to reconstruct two alleys within the central business district and funding was provided through the use of Redevelopment Funds. Work was not completed on these alleys during that fiscal year and funds were carried forward to FY 2007-08, and funds were further authorized through the Supplemental approval to rehab two additional alleys. The original project was designed, bid and constructed during that last fiscal year, but due to failing infrastructure the overall cost to complete the project far exceeded the original funding. (Replacement of existing sewer main was not anticipated at time of original plan development.)

Impact on Operating Budget

Reduced staff effort and costs for maintenance for these streets included in this project.

FY 2010-2011 Work Plan

- ◆ Complete reconstruction/rehabilitation of two (2) additional alleys.



Preliminary	\$0
Design Plans and Specifications	15,000
Const. Mgmt. & Inspection	City Staff
Construction	125,000
Other	<u>0</u>
Total Cost	\$140,000

Project Funding Source(s)

Gasoline Taxes Fund 221	\$140,000
Total Cost	\$140,000

CAPITAL IMPROVEMENT PROJECT

Department: Public Works Department

Project Manager: Director of Public Works
Engineering Staff

Project: ARRA Overlay & Reconstruction Projects

Project No. 10

Expected Completion Date: August 2010

Description

As part of the Economic Stimulus, the Mendocino Council of Governments (MCOG) requested applications for projects that could be ready for construction within 120 days from March 2, 2009. Since the funding provided thru the American Recovery and Reinvestment Act (ARRA) is Federal dollars, projects had to meet specific criteria to qualify for funding. Requirements included: work is to be on a street with a functional class of Collector or higher; meet all NEPA requirements and be shovel ready to construct within the prescribed timeline. The City of Fort Bragg submitted numerous projects to compete for funding with other agencies within the county including Ukiah, Willits and Mendocino County Department of Transportation. After review and discussion the MCOG Technical Advisory Committee recommended to the MCOG Board to approve two overlay and one reconstruction project for the City of Fort Bragg. On March 23, 2009 the MCOG Board approved projects recommended by the TAC and forwarded the list to CalTrans for approval.

Fort Bragg submitted Harold Street from Laurel Street to Fir Street for structural repairs, surface overlay and installation of ADA ramps; Dana Street for structural dig outs and overlay between Oak and Chestnut Streets; and Pudding Creek Road for reconstruction from State Route 1 to .25 miles east to City Limits. Funding for the projects was broken down as \$239,000 for Harold; \$328,000 for Dana and \$361,000 for Pudding Creek; with funds required to be obligated by the end of June 2009. Harold and Dana Streets were combined as one project for bidding purposes.

Staff completed all necessary applications, forms, reviews, plans, specifications and estimates, and met the June 2009 deadline. Funds were obligated and both projects placed out to bid. The Pudding Creek Road Reconstruction Project was awarded to North Bay Construction and N. Harold Street and Dana Street Rehab Project was awarded to Mendocino Construction Services. Work is expected to be completed on both projects by mid summer 2010.

Impact on Operating Budget

Impact will be expenditure of funding for construction management and inspection services.

FY 2010/2011 Work Plan

- ◆ Complete projects as designed.
- ◆ Complete Project Close out and Invoicing with CalTrans



Estimated Project Costs

Preliminary	\$0
Design	55,000
Const. Mgmt. & Insp.	City Staff
Construction	<u>928,000</u>
Total Cost	\$983,000

Proposed Funding Source(s)

City Street Sales Tax	\$ 55,000
ARRA Federal Funding	<u>928,000</u>
Total Cost	\$983,000

CAPITAL IMPROVEMENT PROJECT

Department: Public Works Department
Project Manager: Director of Public Works

Project: TE ARRA Pine and Laurel Infill
Expected Completion Date: October 2010

Project No. 11

Description

As part of the Economic Stimulus, the Mendocino Council of Governments (MCOG) requested applications for projects that could be ready for construction within 120 days from March 2, 2009. Along with that request was an additional request for Transportation Enhancement Projects that could utilize the stimulus funding source and meet the required timelines. Since the funding provided through the American Recovery and Reinvestment Act (ARRA) is Federal dollars, projects had to meet specific criteria to qualify for funding. Requirements included: Phase I Environmental Assessment had to be completed; meet all NEPA requirements and be shovel ready to construct within the prescribed timeline. The City of Fort Bragg submitted two projects to compete for TE funding with other agencies within the county including Willits and Mendocino County Department of Transportation. After review and discussion the MCOG Technical Advisory Committee recommended to the MCOG Board to approve two sidewalk infill projects for the City of Fort Bragg. On March 23, 2009 the MCOG Board approved projects recommended by the TAC and forwarded the list to CalTrans for approval.

The City of Fort Bragg submitted Laurel Street sidewalk infill for the south side of Laurel Street between Harold and Morrow Streets and for sidewalk infill along the north side of Pine Street between Whipple and Corry Streets. Funding for the projects was broken down as \$74,803 for Laurel and \$60,349 for Pine Street; with funds required to be obligated by the end of June 2009.

Staff is completed all necessary applications, forms, reviews, plans, specifications and estimates and met the required deadline for funding obligation. Staff completed in house design of the project with some assistance from I.L. Welty & Associates and plans have been forwarded to the Office of the State Architect. Upon approval from DSA, staff will place the project out to bid and recommend award to the City Council upon receipt of qualified bids. Construction is expected to take place in summer of 2010 with completion by October 2010.

Impact on Operating Budget

Impact will be to staff time to administer and manage the projects, and costs for project engineering for construction management and inspection.

FY 2010/2011 Work Plan

- ◆ Construct project as bid.
- ◆ Complete project construction by late fall 2010.



Estimated Project Costs

Preliminary	\$0
Design	5,000
Const. Mgmt. & Insp.	City Staff
<u>Construction</u>	<u>145,000</u>
Total Cost	\$150,000

Project Funding Source(s)

General Fund (City Engineering Budget)	\$ 5,000
ARRA TE Funds	122,800
<u>MCOG Bike & Pedestrian Funds</u>	<u>22,200</u>
Total Cost	\$150,000

CAPITAL IMPROVEMENT PROJECT

Department: Water Enterprise

Project Manager: Director of Public Works
Treatment Superintendent

Project: Treatment & Chlorine Building Replacement

Project No. 12

Expected Completion Date: Undetermined

Description

A portion of the original treatment building still remains at the Water Plant, but the integrity of the posts and beams are in question because of dry rot. This item has been included for funding in previous budgets, but due to high costs of bids, the work has not been completed. The City Engineer has reviewed the project and identified modifications that may reduce the cost for replacement.

The project was previously bid, but to date no contract has been awarded. The current plan is to modify the plans and rebid the project. Staff has further evaluated the needs of the treatment facility to include the construction of a field office and training room for the Treatment Superintendent and public works employees. The office currently being used by the Superintendent is located within the treatment building, but is in a temporary location that was established to set a third treatment unit, if and when the need arises. Constructing a new office/training facility at this time would allow vacating the existing space well in advance of installation of a third treatment unit.

This project will consist of tearing down the old wooden structure housing the pumping facility of the water plant, with the exception of the south wall. The walls will be reconstructed; the roof trusses extended to the existing metal building of the new facility and a new roof will be built over the trusses. The project also includes construction of work space between the two buildings to house a compressor/blower for the treatment plant and finally, construction of a new field office/training facility as an alternate bid item if funding allows.

Impact on Operating Budget

Impact will be the annual loan repayment fee or alternate funding requirement associated with securing funding to construct this project.

FY 2010/2011 Work Plan

- ◆ Pursue potential funding sources for this project.
- ◆ Update design and engineers cost estimate.



Estimated Project Costs

Preliminary	\$0
Design	45,000
Const. Mgmt. & Insp.	City Staff
Construction	305,000
<u>Other</u>	<u>0</u>
Total Cost	\$350,000

Project Funding Source(s)

<u>Unfunded</u>	<u>\$350,000</u>
Total Cost	\$350,000

CAPITAL IMPROVEMENT PROJECT

Department: Water Enterprise

Project Manager: Director of Public Works

Project: Waterfall Gulch Diversion Structure Improvements

Project No. 13

Expected Completion Date: 2011

Description

The City of Fort Bragg has three raw water sources, one of which is the Waterfall Gulch Diversion. This is a small containment structure that has an open screen through which water is transmitted from Waterfall Gulch to either Newman Reservoir or directly to the water treatment facility. Waterfall Gulch containment is an earth filled dam, with a very small reservoir, that is directly on line with a free flowing stream and an overflow pipe for times of high flows. During winter months and times of heavy rain, the stream flows at a level that causes substantial sand to be washed into the containment area. Over time, the sand builds to a level that threatens the intake and reduces the amount of water going directly into the transmission pipe.

In 2001, the City hired LACO Associates to look at the existing system and the diversion area and to prepare a report, on how to improve the intake area and reduce the annual maintenance costs. After studying the area and sampling the materials contained within the diversion area, LACO recommended installation of an underground infiltration gallery. This project would consist of slotted screened piping surrounded by sand filter material and covered with a geotextile fabric. The piping would converge in the existing box, letting all the water that infiltrated through the slots flow down the existing pipe under the dam.

Impact on Operating Budget

This project would generate savings in staff time to maintain the existing diversion system and potentially save the City some pumping costs by diverting more water from Waterfall Gulch which in turn would require less pumping from Madsen Hole.

FY 2010/2011 Work Plan

- ◆ Implement temporary improvements to secure water quality from this source; including silt removal from the impoundment structure.
- ◆ Develop conceptual design and begin work on the environmental portion of the project.



Estimated Project Costs

Preliminary	\$0
Design	25,000
Const. Mgmt. & Insp.	20,000
Construction	95,000
<u>Other</u>	<u>0</u>
Total Cost	\$140,000

Proposed Funding Source(s)

Unfunded	\$100,000
<u>Water Fund</u>	<u>40,000</u>
Total Cost	\$140,000

CAPITAL IMPROVEMENT PROJECT

Department: Water Enterprise

Project Manager: Director of Public Works

Project: Newman Raw Water Line Replacement

Project No. 14

Expected Completion Date: TBD

Description

The City of Fort Bragg has three raw water sources, two of which deliver water to the water treatment facility through the use of the Newman Raw Water transmission line. This line is critical in supplying raw water for City use at no cost to City operations, as it functions by gravity and does not require pumping.

Recently, the City has experienced numerous main line failures in the Newman Raw Water transmission line that runs between the Noyo River and the water treatment facility. Over the past year, public works personnel have been required to repair the line in four separate locations. These repairs consisted of digging up the line and installing repair bands to hold the sections of pipe together. Investigation by staff determined that the pipe in place is not the correct type of pipe that will withstand any type of pressure that is usually present in water mains. The line should be replaced with PVC C900 water main line that is rated to withstand a minimum of 150 pounds per square inch.

This project consists of completing the environmental assessment to replace about 3000 feet of main line, engineering to complete plans, specifications and estimates and construction of 12" water main to replace the existing main line.

Funding for this project has yet to be identified, but will be directed through the Water Enterprise fund.

Impact on Operating Budget

Cost of plans, specifications, permits and construction of new raw water main line.

FY 2010/2011 Work Plan

- ◆ Develop concept and any potential funding source for water main replacement.



Estimated Project Costs

Preliminary	\$ 3,000
Design	50,000
Const. Mgmt. & Insp.	45,000
Construction	510,000
<u>Other</u>	<u>0</u>
Total Cost	\$608,000

Project Funding Source(s)

<u>Unfunded</u>	<u>\$608,000</u>
Total Cost (Estimate)	\$608,000

CAPITAL IMPROVEMENT PROJECT

Department: Water Enterprise
Project Manager: Director of Public Works

Project: Cedar Street Water Distribution Line Project **Project No.** 15

Expected Completion Date: TBD

Description

The City of Fort Bragg has two transmission lines leaving the Water Treatment storage tanks that provide water for the entire City of Fort Bragg. A 20 inch water line runs south from the tanks to Sherwood Road, then west along Sherwood Road/Oak Street to feed the City. The second line runs off of the transmission line to Oak Street, on the City Water treatment facility site, then northeast across private property to Cedar Street. City mapping indicates that the 8 inch transmission line that feeds the City from Cedar Street runs directly from the tanks to Cedar Street, but public works personnel located the line as part of the Water Treatment Plant improvements and traced it across private property.

Staff has been unable to locate any easement for the main line current location, and the property owner has asked staff when the City plans to move the line, as the current location impacts any future development of the site. Staff has made no commitments at this time for any removal or relocation of the water main, and will be conducting additional investigations to determine the options available.

This project could consist of relocation of the distribution line onto City property and then into public right of way; securing an easement for leaving the line in the current location or securing an easement and relocating the line when the private property develops.

The cost of this project will depend on the final option developed and the amount of materials required and the distance traveled. Funding for this project has yet to be identified, but will be directed through the Water Enterprise fund.

Impact on Operating Budget

Cost of plans, specifications, permits and construction of new raw water main line.

FY 2010/2011 Work Plan

- ◆ Develop concept and any potential funding source for water main replacement.



Estimated Project Costs

Preliminary	\$ 5,000
Design	30,000
Const. Mgmt. & Insp.	15,000
Construction	355,000
<u>Other</u>	<u>0</u>
Total Cost	\$405,000

<u>Unfunded</u>	<u>\$405,000</u>
Total Cost (Estimate)	\$405,000

CAPITAL IMPROVEMENT PROJECT

Department: Water Enterprise

Project Manager: Director of Public Works
Water Project Manager

Project: Water Master Plan Update

Project No. 16

Expected Completion Date: TBD

Description

The City of Fort Bragg has a Water System Study and Master Plan that was completed by John Carollo Engineers and adopted by the City Council on April 14, 1986. The purpose of the study and master plan was to evaluate several aspects of the water supply system including present and future water supply sources; water treatment plant components; bypassing Newman Reservoir; physical improvement of existing sources and existing and future distribution system by computer simulation. Recommendations within the plan were based on information contained within the 1980 General Plan and were estimated to include development through the year 2000.

The current water master plan is nearly 25 years old from the date the original contract with Carollo Engineering was executed. Much of the work recommended within the plan has been completed and numerous changes within the community have taken place that will affect current water usage as well as future demand. The City has adopted a new General Plan, installed numerous capital improvements to the water system and is working on a reuse plan for property covering about 1/3 of the City that upon development will create new demands on the water system. Update of the current plan is essential to direct City staff in developing a plan for future needs.

The Water Master Plan update is expected to consist of review of the existing Master Plan document, identification of new water demand within the City, updated mapping of water infrastructure, comprehensive evaluation of the water treatment equipment and process, recommend capacity improvements, quality, constructability and performance. A computer modeling of the system will be part of the update that will provide recommended improvements to the infrastructure, priorities and cost estimates associated with such improvements.

Impact on Operating Budget

Staff time to develop the scope of work and request for proposals, administration of potential grant, consultant contract and review of all draft reports.

FY 2010/2011 Work Plan

- ◆ Identify funding for project completion.



Estimated Project Costs

Preliminary	\$0
Design	0
Acquisition	0
Construction	0
<u>Other</u>	<u>125,000</u>
Total Cost	\$125,000

Project Funding Source(s)

<u>Unfunded</u>	<u>\$125,000</u>
Total Cost	\$125,000

CAPITAL IMPROVEMENT PROJECT

Department: Water Enterprise

Project Manager: Director of Public Works
Public Works Superintendent

Project: Madsen Hole Access Road

Project No. 17

Expected Completion Date: Dependent upon Funding

Description

One of the City's main water sources is the Noyo River, and during the rainy season, it is the most relied upon source, as the Newman water source becomes unusable due to discoloration of the water that cannot be removed during treatment. The Noyo River water is transmitted to the Water Treatment Facility via a pipeline running from the Noyo River, up Madsen Hill Road to Sherwood Road and then gravity flows down Sherwood to the Water Treatment Facility. The water is pumped up to Sherwood Road by using variable speed pumps that require substantial power to operate.

The Fort Bragg area is susceptible to power outages due to heavy winds associated with winter storms that cause main power transmission lines to be knocked down, causing a loss of power to the entire area. In FY 2009-2010 funding was budgeted to purchase and install a new emergency generator for the Madsen Hole Pump Station, and that purchase has been completed. Staff is expected to have the new generator installed and operational by the end of June 2010.

The second part of the original capital project is the condition of the access road to allow vehicle access to the pump station during the winter months. The access road is 2100 feet of rocked surface that is so steep and quickly rutted due to rain runoff that fuel delivery vehicles cannot safely go up and down the road to deliver fuel. The road needs to have drainage improvements installed and be paved for all weather access. This project will require engineering to identify all drainage concerns and develop plans, specifications and estimate for construction purposes, and for budgeting purposes, staff estimates this work at \$350,000. Funding was included in the FY 2009-10 budget in the amount of \$10,000 to complete some minor improvements to the road, but a long range solution still needs to be undertaken.

Impact on Operating Budget

The project is necessary to assure the Water Enterprise's continuing, long term ability to supply water to customers; the impact to the operating budget will depend on the type of funding secured and the cost associated with payback of any loans.

FY 2010/2011 Work Plan

- ◆ Complete preliminary design and develop cost estimates.
- ◆ Identify potential funding sources for project completion.



Estimated Project Costs

Preliminary	\$0
Engineering/Design	40,000
Const. Mgmt. & Insp.	In House
Construction	300,000
<u>Other</u>	<u>0</u>
Total Cost	\$340,000

Proposed Funding Source(s)

<u>Unfunded</u>	<u>\$340,000</u>
Total Cost	\$340,000

CAPITAL IMPROVEMENT PROJECT

Department: Water Enterprise

Project Manager: Director of Public Works
Public Works Project Analyst

Project: 45 Acre Foot Reservoir at Newman Gulch

Project No. 18

Expected Completion Date: Fall 2011

Description

The City of Fort Bragg owns 40 acres at the north end of Summers Lane at the head of Newman Gulch, which is being considered as a potential site for construction of a raw water reservoir to be used by the City at times of water shortages. Preliminary geotechnical investigation and recommendations for a reservoir at the Newman Gulch property were completed and staff was directed to move forward with the necessary steps to construct the reservoir. The reservoir is expected to be constructed utilizing existing native materials to build the levee walls and balance on site to reduce the cost of in haul or export of necessary materials to construct the reservoir. The project will consist of construction of a 45 acre foot reservoir using cuts and fills in an approximate balanced grading configuration, with excavation to depths of up to 18 feet and fill of heights up to 16 feet. Approximately 1000 feet of raw water transmission line from Waterfall Gulch, just south of the new reservoir site will also be replaced. Once constructed, the reservoir would be lined with High Density Polyethelene (HDPE) as recommended by the engineer. A contract was awarded in FY 2007-08 for the Timber Harvest/Timber Conversion Plan with Tom Kisluik, registered forester, to complete the timber management portion of the project, which is done for the most part, but cannot be finalized until CEQA is completed. In FY 2008-09 the City awarded a contract to Lawrence and Associates to complete the design of the reservoir and prepare plans, specifications and construction estimate for bidding purposes. Costs of the two contracts was just under \$150,000 and bid documents were completed in March 2010. Timber removal and clearing of the new reservoir site is expected to occur as soon as possible following completion of the CEQA and final approval of the timber plan. City staff will be completing the CEQA portion of the project and upon receipt of a construction estimate, staff began pursuing the necessary funding to construct the new reservoir, anticipated to take place in 2011.

Impact on Operating Budget

Annual expenditures depend on necessary or required improvements to the facility and potential funding that will be utilized to construct the new facilities.

FY 2010/2011 Work Plan

- ◆ Identify funding source.
- ◆ Finalize CEQA process
- ◆ Complete Timber Harvest Plan and Botanical Review
- ◆ Bid Timber removal contract and clear area for new reservoir.
- ◆ Conduct bid process for construction in summer 2011.



Estimated Project Costs

Design/THP/ CEQA/Geotech/etc.	\$ 200,000
Const. Mgmt. & Insp.	80,000
Construction	1,350,000
<u>Other</u>	<u>0</u>
Total Cost	\$1,630,000

Project Funding Source(s)

Water Enterprise Funding	\$ 103,506
Prior Year Funding – Water Enterprise	196,494
<u>Unfunded</u>	<u>1,330,000</u>
Total Cost	\$1,630,000

CAPITAL IMPROVEMENT PROJECT

Department: Water Enterprise

Project Manager: Director of Public Works
Treatment Superintendent

Project: Water Treatment Disinfection

Project No. 19

Expected Completion Date: Dependent on Future Funding

Description

The City of Fort Bragg currently utilizes gaseous chlorine for disinfection of water as it completes the treatment process. The permit issued by the Department of Health Services requires the City to maintain chlorine residuals to a specific level within the distribution system; therefore chlorine is injected at the treatment facility so that a residual will remain at the extremities of distribution. Included within the DHS permit is a requirement to replace the chlorine storage building and equipment by September 1, 2007, but if an alternate type of treatment is utilized, that requirement would not be necessary. In FY 2008-09 Nute Engineering was awarded a contract to complete plans and specifications to convert the disinfection system at the City Water Treatment Facility to sodium hypochlorite at a cost (including contingencies and incidentals) of \$150,000; Engineering work to design and prepare bid documents and for assistance during construction is \$35,000. One part of this project that was not originally anticipated was the need to expand the chlorine building to allow for storage and coverage of sodium hypochlorite product. Design Engineer Ed Nute proposes to repaint and repair the existing chlorine building, but construct a new building to the south proposed to use double wall storage tank on a slab protected by a chain link fence and gate. A metal roof would be installed over the tank to keep rain out and reduce sun exposure.

Plans for the project were completed by Nute Engineering in winter 2009, but due to funding constraints associated with the wastewater facility conversion and the economy of scale required to make the use of hypochlorite economically feasible, the project is on hold pending future funding for the wastewater project.

Impact on Operating Budget

The impact would be the cost of the initial investment of the engineering, design, equipment and materials to set up the alternate disinfection and dechlorination process. Converting the chlorination system to sodium hypochlorite is expected to increase the annual chemical costs by \$12,000.

FY 2010/2011 Work Plan

- ◆ Project on hold pending future funding. Will complete Risk Management Plan, Replacement of the Chlorine Building and other improvements required by Department of Health Services. (DHS)



Estimated Project Costs

Const. Mgmt. & Insp.	\$ 25,000
Construction	210,000
<u>Other</u>	<u>0</u>
Total Cost	\$235,000

Proposed Funding Source(s)

<u>Unfunded</u>	<u>\$235,000</u>
Total Cost	\$235,000

CAPITAL IMPROVEMENT PROJECT

Department: Water Enterprise

Project Manager: Director of Public Works
Public Works Superintendent

Project: Waterfall Gulch Raw Water Transmission Line & Trestle Replacement
(Hwy 20 to Brush Creek Road)

Project No. 20

Expected Completion Date: 2010

Description

The City of Fort Bragg receives water from three sources, one of which is Waterfall Gulch, and the water gravity flows through a transmission system of PVC, old asbestos cement, ductile iron and steel pipe. Much of this raw water transmission line has been in place for decades and has reached a point that failures are becoming more and more common. During the past fiscal year (2007-08) Public Works personnel were called on to repair several leaks in the pipe running from Hwy 20 to Newman Reservoir, and based upon visual inspection of the pipe, additional leaks are expected.

Since this source is basically free water because there are no pumping costs associated with transmitting the water from Waterfall Gulch to the Water Treatment Facility, and the fact that this is one of the purest water sources owned by the City, it is essential that the transmission line remain operational. Staff identified that this project will require field surveys and review to define the location and length of the pipe to be replaced; engineering and design to verify sizing and hydraulics required for continuous transmission of water and development of plans, specifications and cost estimate for construction of the water main.

Funding for this project was included in FY 2009-10 Budget in the amount of \$25,000. A contract with KASL Engineering has been awarded in the amount of \$46,500, with the additional funds coming from the funds committed to the Newman Reservoir project, as this section of piping is an integral part of the overall project.

Future funding for construction will have to be identified once the plans and specifications have been completed and an engineer's estimate generated. There will be additional funding required for environmental and permitting for construction.

Impact on Operating Budget

The impact would be the cost of environmental clearance, engineering, design, equipment and materials and installation of the new pvc pipeline, along with staff time to administer.

FY 2010/2011 Work Plan

- ◆ Complete plans and specifications for replacement of raw water pipe.
- ◆ Identify funding for project construction.



Estimated Project Costs

Environmental	TBD
Surveys & Engineering	\$46,500
Const. Mgmt. & Insp.	TBD
Construction	TBD
<u>Other</u>	<u>0</u>
Total Cost(Est.)	\$46,500

Proposed Funding Source(s)

<u>Water Enterprise</u>	<u>\$46,500</u>
Total Cost	\$46,500

CAPITAL IMPROVEMENT PROJECT

Department: Wastewater Enterprise

Project Manager: Director of Public Works
Treatment Superintendent

Project: Grease Lagoon Rehabilitation

Project No. 21

Expected Completion Date: October 2011

Description

The wastewater treatment process uses a variety of components necessary to complete treatment. The grease lagoon allows for disposal of grease and sludge that cannot be handled through the regular treatment process. Grease is pumped to the lagoon and the excess water is drained from the solids and recycled back through the treatment works. The lagoon requires cleaning periodically to remove the grease and solids buildup. The last cleaning of the lagoons took place over 17 years ago, and the levels are nearing the containment limits.

This project will consist of hiring a contractor to remove and haul away all the grease and sludge currently stored in the lagoons, modify the containment walls, rehabilitate the overflow and the drainage system and reshape the lagoons to better handle grease and sludge. Any piping or flow modifications necessary to the operation will also be handled at the same time. The new NPDES permit adopted in July 2009 did not impose that the grease lagoon complies with Title 27 as expected. Title 27 establishes the need for a lined reservoir, and while Regional Board has suggested a compliance order will be issued, to date none has. In trying to stay ahead of Regional Board compliance orders staff proposes to try and identify necessary funding for design and construction of the new improvements. Engineering and liner installation is estimated to add \$35,000 to the project total.

Impact on Operating Budget

The project is intended to reduce the frequency for staff to perform work to clear the lagoon and dispose of debris.

FY 2010/2011 Work Plan

- ◆ Seek funding for engineering and construction of improvements to grease lagoon.



Estimated Project Costs

Preliminary	\$0
Design/Evaluation/Const. Documents	30,000
Acquisition	0
Construction	125,000
Other	0
Total Cost	\$155,000

Project Funding Source(s)

<u>Unfunded</u>	<u>\$155,000</u>
Total Cost	\$155,000

CAPITAL IMPROVEMENT PROJECT

Department: Wastewater Enterprise

Project Manager: Director of Public Works
Treatment Superintendent

Project: Primary Digester Rehabilitation

Project No. 22

Expected Completion Date: TBD

Description

The Wastewater Treatment Plant has been in operation since 1970. At that time the primary digester was placed into operation and has never been taken out of service to rehabilitate the internal operations. The District has reviewed the need to clean and repair the digester, however, there is no easy treatment for the sludge if the digester is not in operation, and a complete inspection of the digester has never taken place. When the installation of a secondary digester is completed, the primary digester could be taken out of service for a short period of time to inspect and repair as necessary.

This project will consist of shutting down the primary digester and transferring all sludge handling operations to the secondary digester. The primary digester will be drained and cleaned; the entire interior of the structure will be inspected for defects or damaged equipment. A repair plan and cost estimate will be established and repairs to the primary digester will be handled as quickly as possible to get the digester back in operation. Repair costs are unknown until the workings are exposed.

Impact on Operating Budget

Rehabilitation of the primary digester is intended to assure continuous plant operations and avoid potential emergency situations where the plant cannot operate.

FY 2010/2011 Work Plan

- ◆ No work expected. This project will be evaluated for completion following completion of other priority wastewater treatment facilities projects, and the identification of funding.



Estimated Project Costs

Preliminary	\$0
Design	0
Acquisition	0
Construction	1,000,000
<u>Other</u>	<u>0</u>
Total Cost	\$1,000,000

Project Funding Source(s)

<u>Unfunded</u>	<u>\$1,000,000</u>
Total Cost	\$1,000,000

CAPITAL IMPROVEMENT PROJECT

Department: Wastewater Enterprise

Project Manager: Director of Pubic Works
Treatment Superintendent

Project: Clarifier Mechanism Replacement Project

Project No. 23

Expected Completion Date: TBD

Description

Inefficient performance of the two clarifiers in removal of suspended solids utilizing flocculating chemicals has created a potential problem with effluent treatment levels at the wastewater treatment facility. Performance of the clarifiers can be directly attributable for the District exceeding the suspended solids limits contained within the NPDES permit.

This project proposes to install new clarifier mechanisms at both the primary and secondary clarifiers for promoting chemical flocculation and removing solid material from flow. Improvements include spiral sludge scrapers and larger feed well hydraulically designed. Also density current baffles will be installed along the wall below the overflow weir to prevent carryover of solids from the tank bottom over the weir to the effluent.

Total project cost is estimated at \$930,000.

In FY 2009-10 the District Board authorized funding to complete design of the improvements for the Primary Clarifier and staff prepared a Request for Proposal and contract engineering services were contracted for the design of the primary clarifier project. The secondary clarifier improvements project requires design and environmental work as well as identification of funding before it can move ahead.

Impact on Operating Budget

No operational impact.

FY 2010/2011 Work Plan

- ◆ Complete design and bid documents for the Primary Clarifier Improvements.
- ◆ Pursue funding under available sources for shovel ready project to construct Primary Clarifier Improvements.
- ◆ Continue to evaluate project needs and design/alignment for Secondary Clarifier in preparation for project completion in future year and seek funding through any available grant.



Estimated Project Costs

Preliminary	\$ 5,000
Design	75,000
Const. Mgmt. & Insp.	35,000
Construction	815,000
<u>Other</u>	<u>0</u>
Total Cost	\$930,000

Project Funding Source(s)

<u>Unfunded</u>	<u>\$930,000</u>
Total Cost	\$930,000

CAPITAL IMPROVEMENT PROJECT

Department: Wastewater Enterprise

Project Manager: Director of Public Works
Treatment Superintendent

Project: Sludge Thickener Mechanism Replacement

Project No. 24

Expected Completion Date: TBD

Description

A major component of the wastewater treatment facility is the sludge thickener mechanism. The current mechanism has been in place since the plant came on line in 1970 and the mechanism has deteriorated to a point that it is questionable as to how long it will continue to operate. The sludge thickener mechanism has tilted and the influent pipe has ruptured. The efficiency and the performance of this essential treatment unit is now compromised, and should be replaced as soon as possible.

This project proposes to install new sludge thickener mechanism to replace the existing equipment.

Total project cost is estimated at \$370,000.

As a second component of the contract awarded for design of wastewater projects utilizing Redevelopment Funds included Sludge Thickener and Grit Removal System Improvements. Engineering services were secured in April 2010 and project design has begun. Construction will follow upon identification and securing a funding source for this work.

Impact on Operating Budget

No operational impact.

FY 2010/2011 Work Plan

- ◆ Complete design of Sludge Thickener and Grit Removal System components
- ◆ Continue to evaluate project needs and design/alignment in preparation for project completion in 2011 and seek funding through any available grant, bond or low interest loan.



Estimated Project Costs

Preliminary	\$0
Design	30,000
Const. Mgmt. & Insp.	45,000
Construction	295,000
Other	0
Total Cost	\$370,000

Project Funding Source(s)

Unfunded	\$340,000
Total Cost	\$370,000

CAPITAL IMPROVEMENT PROJECT

Department: Wastewater Enterprise

Project Manager: Director of Public Works
Water Projects Manager

Project: South City Storm Drain Project

Project No. 25

Expected Completion Date: TBD

Description

City staff submitted a preliminary application for funding under the State Water Board Prop 40 Urban Stormwater Program (USWP) and received notice on April 7, 2006 inviting the City to submit a full proposal application. City staff did submit a full application, but the project did not meet the ranking for funding, therefore funds to complete this project are not currently available. The need to complete the project is still there, and staff will continue to pursue alternate sources of funding when the opportunities arise.

This project will consist of contract engineering, design, plans, specifications and construction of new storm drain facilities south of Chestnut Street to the old logging haul road and discharge to the Noyo River. Existing storm drain systems will be properly sized and extended from the ends of Spring Street, Harold Street, Olsen Lane and Lincoln Street to a new main line to be installed along the northerly side of the old logging road. This new main line will run west to east, tie into the natural drainage coming from the end of Riverview Drive and the Noyo Heights Subdivision, and discharge into the Noyo River. The project will require environmental review and permitting, acquisition of easements; installation of piping and manholes and potential storm water oil/grease removal system.

Impact on Operating Budget

This will depend on the match required by any future grant applications. The last application required a match as follows: 25% Grant Match and costs associated with staff time to administer the grant and project, but due to the community base, the match may be reduced to 10% or become a full grant. Currently no grants are available for this type of project.

FY 2010/2011 Work Plan

- ◆ Continue to seek funding through available grants.



Estimated Project Costs

Administration/Permitting	\$50,000
Design/Engineering	100,000
Acquisition/Easements	50,000
Construction	645,000
<u>Construction Mgmt. & Insp.</u>	<u>75,000</u>
Total Cost	\$920,000

Project Funding Source(s)

<u>Unfunded</u>	<u>\$920,000</u>
Total Cost	\$920,000

CAPITAL IMPROVEMENT PROJECT

Department: Wastewater Enterprise

Project Manager: Director of Public Works
Treatment Superintendent

Project: Wastewater Equipment Garage

Project No. 26

Expected Completion Date: TBD

Description

The Fort Bragg Municipal Improvement District Wastewater Treatment Facility is located on the bluffs overlooking the Pacific Ocean, which is a very harsh environment for materials and equipment. Recent improvements and upcoming improvements to the facility will greatly restrict or eliminate use of the existing garage storage building for vehicular access. The emergency generator used to power remote lift stations during times of power outages is currently stored in the garage, but will have to be relocated to an alternate location, or left outside once the Headworks Project is under construction.

Numerous newer vehicles have no covered parking areas at the Wastewater Treatment Facility, which allows the inclement weather to increase the rapid breakdown of the surfaces. Staff proposes to have a garage/equipment building installed either west of the sludge belt press building or just west of the employee breakroom/emergency generator structure. There is already a substantial paved area that could be utilized as access to the new storage garage.

Impact on Operating Budget

Annual fees to repay the costs of funds acquired to construct the new structure.

FY 2010/2011 Work Plan

- ◆ Identify funding source.
- ◆ Begin environmental process through the Community Development Department.
- ◆ Complete design plans, specifications and cost estimate.



Estimated Project Costs

Preliminary	\$0
Design	25,000
Acquisition	0
Construction	85,000
<u>Other</u>	<u>0</u>
Total Cost	\$110,000

Proposed Funding Source(s)

<u>Unfunded</u>	<u>\$110,000</u>
Total Cost	\$110,000

CAPITAL IMPROVEMENT PROJECT

Department: Wastewater Enterprise

Project Manager: Director of Public Works
Public Works Superintendent

Project: N. Sanderson Way Sewer Main Replacement Project

Project No. 27

Expected Completion Date: TBD

Description

The Fort Bragg Municipal Improvement District is responsible for the wastewater collection system, and has been conducting activities to reduce the inflow and infiltration into the system. As part of this process sewer mains within the City have been smoke tested and filmed to determine the condition of each main line and to identify areas that require immediate attention. During the evaluation process, staff has identified that the main line running north/south on N. Sanderson Way between Oak and Cedar Streets is in desperate need of replacement. Not only does the line have high influence of inflow and infiltration (I&I), but has areas of high grease build up, and is undersized for the area being serviced. When the line was originally installed, there was limited development east of Sanderson Way, but since that time there has been and continues to be development of subdivisions that feed into the existing main line. The line currently runs at full capacity much of the time and continues to be a maintenance issue for public works personnel. Staff is considering recommending no new connections for development east of Sanderson Way that would flow sewer to this main line until the line has been replaced.

This project will consist of designing a new main line sewer utilizing either a 10" or 12" main line to replace the existing 6" running between the manhole at Oak Street on the south to the manhole in Cedar Street to the north, and connecting and replacing all laterals within the right of way. This will address both the I&I issues as well as capacity issues.

Impact on Operating Budget

Annual fees to repay the costs of funds acquired to construct the new structure.

FY 2010/2011 Work Plan

- ◆ Identify funding source.
- ◆ Begin environmental process through the Community Development Department.
- ◆ If funding is identified, begin design of plans, specifications and cost estimate.



Estimated Project Costs

Preliminary	\$ 2,000
Engineering	42,000
Acquisition	0
Construction	728,000
<u>Other</u>	<u>0</u>
Total Cost	\$772,000

Proposed Funding Source(s)

<u>Unfunded</u>	<u>\$772,000</u>
Total Cost	\$772,000

CAPITAL IMPROVEMENT PROJECT

Department: Wastewater Enterprise

Project Manager: Director of Public Works
Treatment Superintendent

Project: Wastewater Treatment Disinfection and Dechlorination Project

Project No. 28

Expected Completion Date: 2011

Description

The Fort Bragg Municipal Improvement District disinfects effluent prior to discharge with gaseous chlorine which is injected into the effluent after the biologic treatment process. The chlorine remains in contact with the effluent for a suitable time to achieve the necessary "kill" of coliform organisms in the chlorine contact chamber. Chlorine is toxic to marine organisms so after the chlorine contact basin gaseous sulfur dioxide is injected into the flow to remove the residual chlorine. The reaction is instantaneous so no additional contact chlorine is necessary. The plant staff has recently upgraded the chlorination system by installing two new chlorinators, a chlorine sensor in the tank storage area, and a new chlorine residual monitor.

The chlorine gas and sulfur dioxide gas are delivered to the plant in one ton cylinders. The monorail and hoist at the chemical bulk tank storage area has not been serviced because the local service contractor does not believe the capacity is properly rated.

In the FY 2008-09 Budget the District Board approved funding up to \$233,000 to design and construct the Wastewater Treatment Disinfection and Dechlorination project as estimated by Nute Engineering. A contract was executed with Nute Engineering and the design has proceeded to a point that the project is essentially ready to bid and construct. However, due to redundancy requirements of the Regional Board and other design issues, the project estimate is substantially higher than the original estimate, and if the project is to move forward, additional funding will have to be secured. While staff could complete the similar project at the water plant, it makes sense to change over both plants at the same time, as the economy of scale in deliveries of chemical is much better with both plants operating under the new disinfection system. Therefore, the project is on hold pending future funding for the wastewater project.

Impact on Operating Budget

The impact would be the cost of the initial investment of the engineering, design, equipment and materials to set up the alternate disinfection and dechlorination process. Actual impact would vary depending on the financing option chosen. Converting to disinfection and dechlorination with sodium hypochlorite and sodium bisulfite will increase annual chemical costs by approximately \$40,000.

FY 2010/2011 Work Plan

- ◆ Identify potential funding source for project installation.
- ◆ Install necessary equipment and eliminate gaseous chlorine from the treatment process.



Estimated Project Costs

Preliminary	\$0
Engineering	10,000
Const. Mgmt. & Insp.	25,000
Construction	380,000
<u>Other</u>	<u>0</u>
Total Cost	\$415,000

Project Funding Source(s)

<u>Unfunded</u>	<u>\$415,000</u>
Total Cost	\$415,000

CAPITAL IMPROVEMENT PROJECT

Department: Wastewater Enterprise

Project Manager: Director of Public Works
PW Superintendent

Project: Sewer Manhole Installation Project

Project No. 29

Expected Completion Date: TBD

Description

As part of the continued inflow and infiltration improvements to the District sewer collection system, installation of manholes at selected locations is necessary to provide adequate access for cleaning and rehabilitating the mainline system. The District has undertaken numerous manhole installation projects in the recent past, and this has made a major improvement to the access to the mainline system.

The Public Works Superintendent has identified approximately fourteen (14) locations remaining that do not have access to the mainline system, and installation of these manholes would greatly increase the ability to monitor and control the effluent so that future blockages or discharges from the system may not occur.

This project will consist of contract engineering, design, plans, specifications and construction of new wastewater manholes at various locations throughout the city. Staff has estimated that the work to complete the manholes would be approximately \$85,000; engineering for the work for preparation of bid documents is estimated at \$12,000 and construction management and inspection would be handled by District staff.

Impact on Operating Budget

This will depend on identified funding. This entire project could be funded thru the enterprise fund, which would put the full impact of the project within the base budget.

FY 2010/2011 Work Plan

- ◆ Identify funding for project;
- ◆ Complete plans, specifications and engineers estimate.



Estimated Project Costs

Administration/Permitting	\$0
Design/Engineering	12,000
Const. Mgmt. & Insp.	District Staff
Construction	85,000
Total Cost	\$97,000

Project Funding Source(s)

<u>Unfunded</u>	<u>\$97,000</u>
Total Cost	\$97,000

CAPITAL IMPROVEMENT PROJECT

Department: Wastewater Enterprise

Project Manager: Director of Public Works
Public Works Superintendent

Project: Slip Line Wastewater Collection System Repair

Project No. 30

Expected Completion Date: June 2010

Description

There are numerous locations within the City that have failing main lines in the wastewater collection system. There are a couple of alternate methods of upgrading the lines, but the most economical solution is to slip line the existing main line. This process requires closed circuit video inspection of the existing main line to verify condition of the pipe to be lined and to identify locations of service laterals into the main for future reference and access. Slip lining main line serves a couple different purposes, not only sealing the pipe to eliminate inflow and infiltration, but to extend the life of the main line in the current location without having to damage or replace the street surface. This process is especially useful on older main lines that are still of adequate size to meet the collection needs of the system.

Public Works personnel have identified main lines for replacement located as follows:

Alley east of McPherson from Madrone to Maple Street (approx. 500 feet); mid 100 block of N. Harrison Street west to the alley (approx. 200 feet); very north end of Harold Street west across private property to Brandon Way (approx. 400 feet); main line from Oak Terrace Court to Sanderson Way (approx. 300 feet). Previous failures of sections of these main lines have caused sink holes in the streets and alley and on private property that required public works maintenance and repair.

Project awarded in February 2010 to Michels Corporation to complete slip line of 3 main line sections. Work is expected to be completed prior to the end of FY 2009-10.

Impact on Operating Budget

If these main line repairs are not addressed there is potential liability for damage and claims due to the sink

FY 2009/2010 Work Plan

- ◆ Identify funding source.
- ◆ Contract for services and complete slip lining of identified lines if funding becomes available.

FY 2010/2011 Work Plan

- ◆ Complete project close out.



Estimated Project Costs

Preliminary		\$0
Design	None required for this project	
Const. Mgmt. & Insp.	City/School District Staff	
Construction		40,000
Other		0
Total Cost		\$40,000

Proposed Funding Source(s)

Wastewater Enterprise – Prior Year Funding	\$40,000
Total Cost	\$40,000

